

**Exeter Board of Selectmen Meeting
Monday, June 20th, 2016, 6:40 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

1. Call Meeting to Order
2. Non Public Session - 91-a-3: II (d)
3. Bid Awards – Line Marking, String Bridge Construction
4. Public Comment
5. Minutes & Proclamations
 - a. Proclamations/Recognitions – Parks/Recreation Month
 - b. Minutes: Regular Meetings: June 6th, 2016
6. Appointments – River Study Committee, Exeter Arts Committee
7. Discussion/Action Items
 - a. New Business
 - i. CDBG Hearing – Gourmet Gift Baskets
 - ii. MS4 Presentation – Julie Labranche, RPC
 - iii. LCHIP Grant Documents: Winter Street Cemetery
 - iv. 2016 Dog Warrant
 - v. 2016 Selectboard Goals Report
 - vi. All Boards Meeting Recap – June 15th
 - vii. Master Plan Meetings – Update
 - b. Old Business
 - i. Town Ordinance Amendment– Chapter 704 2nd reading
8. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions – motion to rescind 10 Sanborn Street water/sewer abatement
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Selectmen’s Committee Reports
 - e. Correspondence
9. Review Board Calendar
10. Adjournment

Daniel Chartrand, Chairman
Exeter Selectboard

Posted: 6/17/16 Town Office, Town Website

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

AGENDA SUBJECT TO CHANGE



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov/publicworks

To: Russ Dean, Town Manager

Through: Jennifer R. Perry, P.E., Public Works Director
Jay Perkins, Highway Superintendent

From: Jason Rucker, Highway General Foreman

Date: June 16, 2016

Re: Striping and Street Marking, Recommendation of Award

The Public Works Highway Department has completed review of the two (2) bids received for the 2016 Striping and Street Marking. The bid totals are as follows:

- | | |
|--|-------------|
| 1. Markings, Inc., Pembroke, MA | \$22,229.99 |
| 2. Hi-Way Safety Systems, Inc., Rockland, MA | \$22,950.77 |

We recommend award of the contract to Markings, Inc., for \$22,229.99. Recommendation is based on price, prior performance and quality of work. The Town has previously awarded contracts to Markings, Inc., and we have been satisfied with their quality of work, timeliness, and ability to respond to the Town's requests. The 2016 budget for striping and street marking is \$25,000.



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

DATE: June 16, 2016
TO: Russell J. Dean, Town Manager
THROUGH: Jennifer Perry, P.E., DPW Director
FROM: Jennifer Mates, P.E., Assistant Town Engineer
RE: String Bridge Rehabilitation Project
Contractor Bid Award Recommendation

In March 2008, the Town approved a warrant article for repairs to the String Bridge. This project qualified for the NH Department of Transportation (NHDOT) State Aid Bridge program, which reimburses the Town for 80% of the participating design and construction costs. Due to the number of projects in this program, funding was not available until 2015.

The bridge rehabilitation plans were designed by Hoyle, Tanner & Associates (HTA) and approved for bidding by the NHDOT on April 15, 2016. The project was presented to the Board of Selectmen, Conservation Commission, and the Historic District Commission during the design process.

On April 25, 2016, the Department of Public Works (DPW) advertised for bids for construction. Three contractors submitted bids on or before the due date of May 23, 2016, which are summarized below:

Contractor	Participating Cost	Non-Participating Cost	Total
R.M. Piper, Inc.	\$952,234.00	\$176,750.00	\$1,128,984.00
E.D. Swett, Inc.	\$1,301,975.00	\$175,000.00	\$1,471,975.50
George R. Cairns & Sons, Inc	\$1,412,375.75	\$162,800.00	\$1,575,175.75

NHDOT will reimburse the Town for 80% of the participating construction cost, or \$761,787.20. The Town will receive half of the reimbursement prior to the start of construction and the other half when the project is complete. 80% of the engineering design fees of \$191,684.00 that have already been paid by the Town will also be reimbursed prior to the start of construction. The funds provided by NHDOT prior to construction will allow the Town to continue to finance the project without obtaining additional funds.

The Public Works Department recommends award of the contract to R.M. Piper, Inc. in the amount of \$1,128,984.00. See the attached HTA recommendation letter dated June 1, 2016, and the NHDOT bid approval letter dated June 2, 2016.

June 1, 2016

Ms. Nancy Mayville, P.E.
NHDOT, Bureau of Planning and Community Assistance
John O. Morton Building, Room G01
7 Hazen Drive, PO Box 483
Concord, NH 03302-0483

Hoyle, Tanner
& Associates, Inc.

150 Dow Street
Manchester, New Hampshire 03101
603-669-5555
603-669-4168 fax
www.hoyletanner.com

Re: String Bridge over the Squamscott River, Exeter, NH
NHDOT Project No. 15399
NHDOT Bridge Nos. 102/074 & 103/074
Hoyle, Tanner Project No. 095222

Dear Nancy:

Bids were received for the above referenced project on May 23, 2016. A tabulation of these bids is enclosed for your review. The purpose of this letter is to summarize the bid results and to make a recommendation of award.

Three bid proposals were received and the following is a summary of the results:

	Participating Total	Non-Participating Total	Total Bid
Engineers Estimate			
Hoyle, Tanner & Associates Inc.	\$866,131.00	\$155,000.00	\$1,021,131.00
R. M. Piper, Inc.	\$952,234.00	\$176,750.00	\$1,128,984.00
E. D. Swett, Inc.	\$1,301,975.50	\$170,000.00	\$1,471,975.50
George R. Cairns and Sons, Inc.	\$1,412,375.75	\$162,800.00	\$1,575,175.75

After reviewing the bid and bid bond by R. M. Piper, Inc., Hoyle, Tanner & Associates, Inc. finds that they appear to be in order and they are the low-bidder. Although the low bid is slightly above the Engineer's Estimate, we did not find any items that could be a potential advantage to the contractor or disadvantage to the Town. A representative of R.M. Piper, Inc. contacted our office and indicated that they are comfortable with their bid and would like to proceed to construction. We therefore recommend award of the project to R. M. Piper, Inc. and have included a copy of the bid form for your files.

Please review the bid tabulation and advise us of the Departments position relative to award of the contract to R. M. Piper, Inc. If the Department has no objection, the Town of Exeter will move forward with the award of the contract to R. M. Piper, Inc.

Should you have any questions or require further information please do not hesitate to contact the undersigned at (603) 669-5555, ext. 164.

Very truly yours,
Hoyle, Tanner & Associates, Inc.


Sean T. James, P.E.
Project Manager

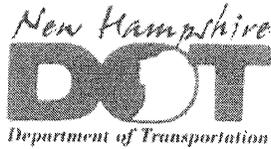
Enclosures

ITEM NO.	DESIGNATION	QUANTITY	ENGINEER'S ESTIMATE		R. M. Piper, Inc.		E. D. Swett, Inc.		George R. Cairns and Sons, Inc.		
			UNIT PRICE	ITEM AMOUNT	UNIT PRICE	ITEM AMOUNT	UNIT PRICE	ITEM AMOUNT	UNIT PRICE	ITEM AMOUNT	
202.6	CURB REMOVAL FOR STORAGE	502	LF	\$ 4.50	\$ 2,259.00	\$ 3.00	\$ 1,506.00	\$ 4.00	\$ 2,008.00	\$ 15.00	\$ 7,530.00
203.1	COMMON EXCAVATION	500	CY	\$ 15.00	\$ 7,500.00	\$ 20.00	\$ 10,000.00	\$ 25.00	\$ 12,500.00	\$ 23.00	\$ 11,500.00
203.6	EMBANKMENT-IN-PLACE (F)	8	CY	\$ 20.00	\$ 160.00	\$ 25.00	\$ 200.00	\$ 50.00	\$ 400.00	\$ 46.00	\$ 368.00
206.1	COMMON STRUCTURE EXCAVATION	17	CY	\$ 18.00	\$ 306.00	\$ 20.00	\$ 340.00	\$ 50.00	\$ 850.00	\$ 43.00	\$ 731.00
206.19	COMMON STRUCTURE EXCAVATION EXPLORATORY	15	CY	\$ 65.00	\$ 975.00	\$ 50.00	\$ 750.00	\$ 50.00	\$ 750.00	\$ 43.00	\$ 645.00
211.2	CRACK MONITORING	1	U	\$ 15,000.00	\$ 15,000.00	\$ 5,500.00	\$ 5,500.00	\$ 10,000.00	\$ 10,000.00	\$ 45,000.00	\$ 45,000.00
214.	FINE GRADING	1	U	\$ 7,260.00	\$ 7,260.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 5,200.00	\$ 5,200.00
304.201	GRAVEL	375	CY	\$ 45.00	\$ 16,875.00	\$ 30.00	\$ 11,250.00	\$ 50.00	\$ 18,750.00	\$ 55.00	\$ 20,625.00
304.3	CRUSHED GRAVEL (F)	250	CY	\$ 50.00	\$ 12,500.00	\$ 40.00	\$ 10,000.00	\$ 50.00	\$ 12,500.00	\$ 55.00	\$ 13,750.00
304.35	CRUSHED GRAVEL FOR DRIVES	24	CY	\$ 55.00	\$ 1,320.00	\$ 45.00	\$ 1,080.00	\$ 50.00	\$ 1,200.00	\$ 55.00	\$ 1,320.00
403.11	HOT BITUMINOUS PAVEMENT, MACHINE METHOD	280	TON	\$ 125.00	\$ 35,000.00	\$ 120.00	\$ 33,600.00	\$ 110.00	\$ 30,800.00	\$ 150.00	\$ 42,000.00
403.12	HOT BITUMINOUS PAVEMENT, HAND METHOD	49	TON	\$ 180.00	\$ 8,820.00	\$ 160.00	\$ 7,840.00	\$ 150.00	\$ 7,350.00	\$ 140.00	\$ 6,860.00
403.6	PAVEMENT JOINT ADHESIVE	2450	LF	\$ 1.00	\$ 2,450.00	\$ 3.00	\$ 7,350.00	\$ 2.00	\$ 4,900.00	\$ 1.50	\$ 3,675.00
417.	COLD PLANING BITUMINOUS SURFACES	130	SY	\$ 20.00	\$ 2,600.00	\$ 16.00	\$ 2,080.00	\$ 15.00	\$ 1,950.00	\$ 38.00	\$ 4,940.00
502.99	MISCELLANEOUS REMOVAL ITEMS	1	U	\$ 5,000.00	\$ 5,000.00	\$ 40,000.00	\$ 40,000.00	\$ 10,000.00	\$ 10,000.00	\$ 114,300.00	\$ 114,300.00
503.101	WATER DIVERSION STRUCTURES	1	U	\$ 40,000.00	\$ 40,000.00	\$ 35,000.00	\$ 35,000.00	\$ 75,000.00	\$ 75,000.00	\$ 6,000.00	\$ 6,000.00
503.102	WATER DIVERSION STRUCTURES	1	U	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 75,000.00	\$ 75,000.00	\$ 6,000.00	\$ 6,000.00
504.1	COMMON BRIDGE EXCAVATION (F)	360	CY	\$ 65.00	\$ 23,400.00	\$ 20.00	\$ 7,200.00	\$ 25.00	\$ 9,000.00	\$ 50.00	\$ 18,000.00
512.0201	PREPARATION FOR CONCRETE REPAIRS, CLASS II	75	SY	\$ 750.00	\$ 56,250.00	\$ 800.00	\$ 60,000.00	\$ 500.00	\$ 37,500.00	\$ 1,150.00	\$ 86,250.00
512.0202	PREPARATION FOR CONCRETE REPAIRS, CLASS II	60	SY	\$ 800.00	\$ 48,000.00	\$ 1,100.00	\$ 66,000.00	\$ 1,500.00	\$ 90,000.00	\$ 2,900.00	\$ 174,000.00
512.0203	PREPARATION FOR OVERHEAD CONCRETE REPAIRS, CLASS II	30	SY	\$ 2,000.00	\$ 60,000.00	\$ 1,100.00	\$ 33,000.00	\$ 2,000.00	\$ 60,000.00	\$ 4,900.00	\$ 147,000.00
512.0204	PREPARATION FOR OVERHEAD CONCRETE REPAIRS, CLASS II	50	SY	\$ 700.00	\$ 35,000.00	\$ 1,100.00	\$ 55,000.00	\$ 1,000.00	\$ 50,000.00	\$ 1,400.00	\$ 70,000.00
520.01	CONCRETE CLASS AA	15	CY	\$ 1,500.00	\$ 22,500.00	\$ 2,400.00	\$ 36,000.00	\$ 1,400.00	\$ 21,000.00	\$ 2,100.00	\$ 31,500.00
520.021	CONCRETE BRIDGE RAIL	50	LF	\$ 1,000.00	\$ 50,000.00	\$ 600.00	\$ 30,000.00	\$ 500.00	\$ 25,000.00	\$ 1,500.00	\$ 75,000.00
534.3	WATER REPELLENT (SILANE/SILOXANE)	50	GAL	\$ 100.00	\$ 5,000.00	\$ 100.00	\$ 5,000.00	\$ 100.00	\$ 5,000.00	\$ 530.00	\$ 26,500.00
535.1	CONCRETE STAINING AND SEALING	40	GAL	\$ 350.00	\$ 14,000.00	\$ 135.00	\$ 5,400.00	\$ 150.00	\$ 6,000.00	\$ 580.00	\$ 23,200.00
538.2	BARRIER MEMBRANE, PEEL AND STICK - VERTICAL SURFACES (F)	52	SY	\$ 55.00	\$ 2,860.00	\$ 45.00	\$ 2,340.00	\$ 50.00	\$ 2,600.00	\$ 75.00	\$ 3,900.00
538.5	BARRIER MEMBRANE, HEAT WELDED (F)	330	SY	\$ 80.00	\$ 26,400.00	\$ 37.00	\$ 12,210.00	\$ 60.00	\$ 19,800.00	\$ 60.00	\$ 19,800.00
562.1	SILICONE JOINT SEALANT (F)	147	LF	\$ 15.00	\$ 2,205.00	\$ 25.00	\$ 3,675.00	\$ 20.00	\$ 2,940.00	\$ 140.00	\$ 20,580.00
564.1	BRIDGE LIGHTING SYSTEM	1	U	\$ 25,000.00	\$ 25,000.00	\$ 60,000.00	\$ 60,000.00	\$ 50,000.00	\$ 50,000.00	\$ 63,000.00	\$ 63,000.00
603.82206	6" PE PIPE (TYPE S)	15	LF	\$ 35.00	\$ 525.00	\$ 120.00	\$ 1,800.00	\$ 100.00	\$ 1,500.00	\$ 97.00	\$ 1,455.00
603.82208	8" PE PIPE (TYPE S)	18	LF	\$ 35.00	\$ 630.00	\$ 100.00	\$ 1,800.00	\$ 100.00	\$ 1,800.00	\$ 100.00	\$ 1,800.00
603.82210	10" PE PIPE (TYPE S)	23	LF	\$ 40.00	\$ 920.00	\$ 110.00	\$ 2,530.00	\$ 100.00	\$ 2,300.00	\$ 105.00	\$ 2,415.00
603.82212	12" PE PIPE (TYPE S)	100	LF	\$ 45.00	\$ 4,500.00	\$ 70.00	\$ 7,000.00	\$ 100.00	\$ 10,000.00	\$ 95.00	\$ 9,500.00
603.99	SCUPPER REPLACEMENT	1	U	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
604.0007	POLYETHYLENE LINER	6	EA	\$ 190.00	\$ 1,140.00	\$ 225.00	\$ 1,350.00	\$ 200.00	\$ 1,200.00	\$ 400.00	\$ 2,400.00
604.0008	OUTLET PIPE HOOD	6	EA	\$ 500.00	\$ 3,000.00	\$ 900.00	\$ 5,400.00	\$ 200.00	\$ 1,200.00	\$ 500.00	\$ 3,000.00
604.12	CATCH BASINS TYPE B	4.1	U	\$ 2,200.00	\$ 9,020.00	\$ 2,600.00	\$ 10,660.00	\$ 3,000.00	\$ 12,300.00	\$ 2,500.00	\$ 10,250.00
604.125	CATCH BASINS TYPE B, 5-FOOT DIAMETER	2.6	U	\$ 2,300.00	\$ 5,980.00	\$ 3,600.00	\$ 9,360.00	\$ 4,000.00	\$ 10,400.00	\$ 2,800.00	\$ 7,280.00
604.4	RECONSTRUCTING/ADJUSTING CATCH BASIN & DROP INLET	1	LF	\$ 450.00	\$ 450.00	\$ 600.00	\$ 600.00	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00
604.51	RECONSTRUCTING/ADJUSTING SEWER MANHOLES	6	LF	\$ 450.00	\$ 2,700.00	\$ 600.00	\$ 3,600.00	\$ 500.00	\$ 3,000.00	\$ 800.00	\$ 4,800.00
604.52	RECONSTRUCTING/ADJUSTING DRAINAGE MANHOLES	3	LF	\$ 450.00	\$ 1,350.00	\$ 600.00	\$ 1,800.00	\$ 500.00	\$ 1,500.00	\$ 575.00	\$ 1,725.00
606.417	PORTABLE CONCRETE BARRIER FOR TRAFFIC CONTROL	80	LF	\$ 50.00	\$ 4,000.00	\$ 25.00	\$ 2,000.00	\$ 30.00	\$ 2,400.00	\$ 35.00	\$ 2,800.00
608.24	4" CONCRETE SIDEWALK (F)	285	SY	\$ 75.00	\$ 21,375.00	\$ 50.00	\$ 14,250.00	\$ 50.00	\$ 14,250.00	\$ 40.00	\$ 11,400.00
608.34	DETECTABLE WARNING DEVICES, CAST IRON	2.5	SY	\$ 350.00	\$ 875.00	\$ 450.00	\$ 1,125.00	\$ 500.00	\$ 1,250.00	\$ 350.00	\$ 875.00

ITEM NO.	DESIGNATION	QUANTITY	ENGINEER'S ESTIMATE		R.M. Piper, Inc.		E.D. Swett, Inc.		George R. Cairns and Sons, Inc.	
			UNIT PRICE	ITEM AMOUNT	UNIT PRICE	ITEM AMOUNT	UNIT PRICE	ITEM AMOUNT	UNIT PRICE	ITEM AMOUNT
	TOTAL FROM PAGE 1		\$ 625,105.00	\$ 653,096.00		\$ 729,398.00		\$ 1,114,274.00		
609.01	STRAIGHT GRANITE CURB	120	\$ 40.00	\$ 4,800.00	\$ 30.00	\$ 3,600.00	\$ 30.00	\$ 3,600.00	\$ 24.00	\$ 2,880.00
609.02	CURVED GRANITE CURB	30	\$ 50.00	\$ 1,500.00	\$ 40.00	\$ 1,200.00	\$ 50.00	\$ 1,500.00	\$ 35.00	\$ 1,050.00
609.5	RESET GRANITE CURB	379	\$ 10.00	\$ 3,790.00	\$ 20.00	\$ 7,580.00	\$ 20.00	\$ 7,580.00	\$ 13.00	\$ 4,927.00
611.90001	ADJUSTING WATER GATES AND SHUTOFFS SET BY OTHERS	6	\$ 150.00	\$ 900.00	\$ 100.00	\$ 600.00	\$ 500.00	\$ 3,000.00	\$ 80.00	\$ 480.00
611.99	TEMPORARY WATER & APPURTENANCES	1	\$ 40,000.00	\$ 40,000.00	\$ 4,250.00	\$ 4,250.00	\$ 10,000.00	\$ 10,000.00	\$ 4,000.00	\$ 4,000.00
612.99	TEMPORARY SEWER & APPURTENANCES	1	\$ 40,000.00	\$ 40,000.00	\$ 4,250.00	\$ 4,250.00	\$ 15,000.00	\$ 15,000.00	\$ 4,000.00	\$ 4,000.00
615.03	TRAFFIC SIGN TYPE C (F)	22.75	\$ 80.00	\$ 1,820.00	\$ 50.00	\$ 1,137.50	\$ 60.00	\$ 1,365.00	\$ 53.00	\$ 1,205.75
615.06	TRAFFIC SIGN TYPE CC (F)	4	\$ 75.00	\$ 300.00	\$ 40.00	\$ 160.00	\$ 15.00	\$ 60.00	\$ 110.00	\$ 440.00
615.063	REMOVING TRAFFIC SIGN TYPE CC	2	\$ 10.00	\$ 20.00	\$ 50.00	\$ 100.00	\$ 25.00	\$ 50.00	\$ 80.00	\$ 160.00
615.064	RELOCATING TRAFFIC SIGN TYPE CC	1	\$ 120.00	\$ 120.00	\$ 100.00	\$ 100.00	\$ 25.00	\$ 25.00	\$ 110.00	\$ 110.00
618.61	UNIFORMED OFFICERS WITH VEHICLE	1	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
618.7	FLAGGERS	1400	\$ 25.00	\$ 35,000.00	\$ 25.00	\$ 35,000.00	\$ 21.00	\$ 29,400.00	\$ 22.00	\$ 30,800.00
619.1	MAINTENANCE OF TRAFFIC	3	\$ 15,000.00	\$ 45,000.00	\$ 32,500.00	\$ 97,500.00	\$ 50,000.00	\$ 150,000.00	\$ 16,000.00	\$ 48,000.00
619.25	PORTABLE CHANGEABLE MESSAGE SIGN	3	\$ 4,500.00	\$ 13,500.00	\$ 12,000.00	\$ 36,000.00	\$ 5,000.00	\$ 15,000.00	\$ 20,000.00	\$ 60,000.00
628.2	SAWED BITUMINOUS PAVEMENT	275	\$ 3.00	\$ 825.00	\$ 2.50	\$ 687.50	\$ 4.00	\$ 1,100.00	\$ 10.00	\$ 2,750.00
632.0104	RETROREFLECTIVE PAINT PAVE. MARKING, 4" LINE	100	\$ 2.50	\$ 250.00	\$ 0.50	\$ 50.00	\$ 2.50	\$ 250.00	\$ 1.00	\$ 100.00
632.0112	RETROREFLECTIVE PAINT PAVE. MARKING, 12" LINE	53	\$ 3.00	\$ 159.00	\$ 1.50	\$ 79.50	\$ 7.50	\$ 397.50	\$ 4.00	\$ 212.00
632.0118	RETROREFLECTIVE PAINT PAVE. MARKING, 18" LINE	99	\$ 3.50	\$ 346.50	\$ 3.00	\$ 297.00	\$ 10.00	\$ 990.00	\$ 7.00	\$ 693.00
632.02	RETROREFLECTIVE PAINT PAVEMENT MARKINGS, SYMBOL OR WORD	17	\$ 4.50	\$ 76.50	\$ 5.00	\$ 85.00	\$ 20.00	\$ 340.00	\$ 9.00	\$ 153.00
645.3	EROSION STONE	1	\$ 35.00	\$ 35.00	\$ 45.00	\$ 45.00	\$ 100.00	\$ 100.00	\$ 70.00	\$ 70.00
645.44	TEMPORARY SLOPE STABILIZATION TYPE D (WILDLIFE FRIENDLY)	70	\$ 2.00	\$ 140.00	\$ 2.00	\$ 140.00	\$ 2.50	\$ 175.00	\$ 6.00	\$ 420.00
645.51	HAY BALES FOR TEMPORARY EROSION CONTROL	20	\$ 8.00	\$ 160.00	\$ 8.00	\$ 160.00	\$ 8.00	\$ 160.00	\$ 13.00	\$ 260.00
645.512	COMPOST SOCK FOR PERIMETER BERM	160	\$ 4.50	\$ 720.00	\$ 8.00	\$ 1,280.00	\$ 5.00	\$ 800.00	\$ 7.00	\$ 1,120.00
645.52	RYEGRASS FOR TEMPORARY EROSION CONTROL	1	\$ 4.00	\$ 4.00	\$ 30.00	\$ 30.00	\$ 25.00	\$ 25.00	\$ 11.00	\$ 11.00
645.531	SILT FENCE	160	\$ 3.00	\$ 480.00	\$ 3.00	\$ 480.00	\$ 3.50	\$ 560.00	\$ 7.00	\$ 1,120.00
645.7	STORM WATER POLLUTION PREVENTION PLAN	1	\$ 3,500.00	\$ 3,500.00	\$ 7,000.00	\$ 7,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,900.00	\$ 2,900.00
645.71	MONITORING SWPPP AND EROSION AND SEDIMENT CONTROLS	40	\$ 150.00	\$ 6,000.00	\$ 100.00	\$ 4,000.00	\$ 60.00	\$ 2,400.00	\$ 150.00	\$ 6,000.00
645.99	TURBIDITY BARRIER	1	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00
646.51	TURF ESTABLISHMENT WITH MULCH, TACKIFIERS AND LOAM	70	\$ 4.00	\$ 280.00	\$ 15.00	\$ 1,050.00	\$ 10.00	\$ 700.00	\$ 32.00	\$ 2,240.00
692	MOBILIZATION	1	\$ 80,000.00	\$ 80,000.00	\$ 150,000.00	\$ 150,000.00	\$ 425,000.00	\$ 425,000.00	\$ 155,000.00	\$ 155,000.00
699	MISCELLANEOUS TEMPORARY EROSION AND SEDIMENT CONTROL	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
900.1	REMOVE AND RESET PAVERS	1	\$ 2,300.00	\$ 2,300.00	\$ 18,500.00	\$ 18,500.00	\$ 12,500.00	\$ 12,500.00	\$ 14,000.00	\$ 14,000.00
1002.1	REPAIRS OR REPLACEMENTS AS NEEDED - BRIDGE STRUCTURES	1	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
1008.41	ALTERATIONS AND ADDITIONS AS NEEDED - UTILITY ADJUSTMENTS (POWER)	1	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00
1008.411	ALTERATIONS AND ADDITIONS AS NEEDED - UTILITY ADJUSTMENTS (POWER)	1	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
1008.42	ALTERATIONS AND ADDITIONS AS NEEDED - UTILITY ADJUSTMENTS (TELEPHONE)	1	\$ 5,000.00	\$ 5,000.00	\$ 12,500.00	\$ 12,500.00	\$ 10,000.00	\$ 10,000.00	\$ 5,800.00	\$ 5,800.00
1008.421	ALTERATIONS AND ADDITIONS AS NEEDED - UTILITY ADJUSTMENTS (TELEPHONE)	1	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
1008.43	ALTERATIONS AND ADDITIONS AS NEEDED - UTILITY ADJUSTMENTS (KIPBALL ISLAND)	1	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
	TOTAL		\$ 1,021,131.00	\$ 1,128,984.00		\$ 1,471,975.50		\$ 1,575,175.75		

Total NHDOT Participating Items \$ 866,131.00 \$ 952,234.00 \$ 1,301,975.50 \$ 1,412,375.75

Total Non-Participating Items \$ 155,000.00 \$ 176,750.00 \$ 170,000.00 \$ 162,800.00



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

June 2, 2016

William Cass, P.E.
Assistant Commissioner

Jennifer Mates
Assistant Town Engineer
Town of Exeter
10 Front Street
Exeter, NH 03833

18
JUN 07 2016
LEATE

RE: EXETER, #15399
String Bridge Road over Squamscott – Br. #102/074 and 103/074
BID APPROVAL

Dear Ms. Mates:

The Department has received the bid tabulation for the above-referenced project and has determined the bids to be competitive. The Department hereby approves award of the contract by the Town to the low bidder, R. M. Piper, Inc., in the amount of \$952,234.00 participating (non-participating \$176,750.00 for a total \$1,128,984.00). Please send us a copy of the Notice of Award.

IMPORTANT: Please advise this office when the contract is executed by submitting a copy of the "Notice to Proceed", and we will process partial reimbursement of the contract cost equal to one-half of the State's 80% share of construction costs.

Under the terms of the Municipal Managed Guidelines, we will also reimburse the Town 80% of the design/bid phase services and any right-of-way costs incurred, upon submission of all paid invoices, as well as proof of payment. Please put together an itemized listing of these charges so that the process for reimbursement can be done efficiently.

Upon final completion of work, Department inspection for conformity with the approved plans and specifications, and submittal of "as-built" reproducible plans and Form 4 capacity sheets, the Department will reimburse 80% of the remaining qualifying costs.

If changes to the project are needed as the project proceeds, please contact us.

Sincerely,

Nancy J. Mayville, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance
Telephone: (603) 271-3344

NJM/dmp

cc: Bridge Design, NHDOT
Bob Landry, NHDOT
Sean T. James, Hoyle, Tanner & Associates, Inc.



TOWN OF EXETER, NEW HAMPSHIRE

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

www.town.exeter.nh.us

Designation of July as Park and Recreation Month

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including the Town of Exeter; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS the Town of Exeter recognizes the benefits derived from parks and recreation resources

NOW THEREFORE, BE IT RESOLVED BY Board of Selectmen that July is recognized as Park and Recreation Month in the Town of Exeter, NH

Dan Chartrand, Board Chair

Julie Gilman, Board Vice Chair

Nancy Belanger, Board Clerk

Don Clement, Board of Selectmen

Anne Surman, Board of Selectmen

Russell Dean, Town Manager

Draft Minutes

Exeter Board of Selectmen

June 6, 2016

1. Call Meeting to Order

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

2. Board Interviews – River Study Committee, Exeter Arts Committee

The Board had previously convened in the Nowak Room at 6:45 p.m. and conducted interviews for the River Study Committee with Terrie Harman of 6 Oak Street and the Exeter Arts Committee with Heather Inyart of 10 Twin Pond Circle.

3. Public Comment

Bill Campbell said at the last BOS meeting it was announced that the Special Meeting with Riverwoods would not be televised. He said he had heard that Chair Chartrand had opened the meeting by making a statement. He said Chair Chartrand had said there would be discussion at the meeting, but said there was none. Mr. Campbell had some issues with the transparency of the meeting. He said there was also an EEDC meeting that wasn't televised because it was at a new time. He encouraged Chair Chartrand to lead meaningful discussions and be transparent.

Brian Griset asked why the 5/24 Special Meeting minutes were not available yet. He said his main concern with the Special Meeting is that there was no public comment, but Riverwoods and the Town Assessor were allowed to speak. He also had transparency issues with the agenda. He went on to say that tonight's meeting was not posted 24 hours in advance. Mr. Griset also had some concerns with the sidewalk project. He asked who authorized the decorative lighting going in on the corner of Front Street and Water Street. He is concerned that the town isn't going by the scope of the job. He asked who instructed the light by paid for and who is going to pay for it.

Selectman Clement had a 91-A request, to review the statement that was read at the beginning of the 5/24 Special Meeting. He said he has no way to review what Chair Chartrand said since the meeting was not televised.

4. Minutes and Proclamations

a. Proclamations/Recognitions.

There were no proclamations or recognitions.

b. Minutes: May 9, 2016 and May 23, 2016

May 9, 2016

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to accept the minutes of the May 9, 2016 BOS minutes, as submitted. Motion carried – all in favor.

May 23, 2016

Vice Chair Gilman had one amendment to page 4, changing the vote on the last Motion to say 4-0 instead of 4-1.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to amend the minutes to include Brian Griset's following comments: amend page 1, last paragraph by inserting new sentence after second sentence saying "He requested, under 91-A to view all written communications on this issue"; amend page 2, first paragraph, last sentence changing the word "may" to "will"; amend page 2, second paragraph, last sentence by deleting and replacing with "Mr. Griset stated that as both Mr. Kelly and Mr. Chartrand have stated that Mr. Kelly was before the Board tonight as the Chairman of the W&S Advisory Committee, and, as it has been explained that Chairman Chartrand instructed Mr. Kelly to speak during the "Public Comment" portion of this meeting as he could not be placed upon the agenda to comply with the required notice period, that Chairman Chartrand has violated RSA 91-A by not informing the public that this topic of conversation would be discussed this evening." Selectman Clement and Vice Chair Gilman stated that they would like to go back and review these comments before moving this Motion.

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Surman to postpone the approval of the 5/23/16 BOS minutes, until reviewed. Motion carried – all in favor.

5. Appointments

A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to remove alternate member Robert Mike-Meyer from the Planning Board because of lack of attendance. Motion carried- all in favor.

6. Discussion/Action Items

a. New Business

i) Town Ordinance Amendment – Chapter 704

Mr. Dean said the BOS had previously had a discussion about a Raynes Farm firearms issue where the police were called to go out there. He said while looking into signage to prevent firearms out there, he realized Raynes Farm is not included in the ordinance, so this amendment adds Raynes Farm to the ordinance and makes Raynes Farm conservation area subject to the firearms discharge ordinance provisions. Mr. Dean said once it is amended, he can move ahead with the signage included in the packet. The policy requires three readings, and he said this is the first of those. After the third reading, the BOS can take a vote to authorize the ordinance change.

ii) Sanborn Street Property Maintenance Issue

Mr. Dean said resident Hans Hug, of Myrtle Street, was present and lives across from the subject property on Sanborn Street.

Mr. Hug began by saying he bought his home 10 years ago. He said he has driven by 3 Sanborn Street many times and it has not changed. He said the property continues to get worse and he would like something done about it. There is a large amount of debris on the property and he called it a mess. He said he is not the only one with the problem. Six months ago, he wrote a letter to the property owner and got no reply. He even offered to buy the property. He continued to say there is no statute that says this is not ok. He asked the Board to look and see if State laws can force the property owner to clean up the property, and added this mess does affect his property value.

Doug Eastman said this has been an ongoing issue. He said he has had some progress with the son of the property owner through personal discussions. The son has offered to help clean up the property. He reviewed the town ordinance, and thinks he found something that describes a number of things of the property and would constitute the property as a junk yard. So tomorrow, Mr. Eastman said he will be sending a violation notice to them and try to get this cleaned up.

Mr. Dean said he is looking through regulations and his hope is to get this property cleaned up within 30 days. He said there are some neighbors interested in helping with that.

Selectwoman Surman asked if there is any health hazard here. Mr. Eastman said he resolved that when the garage on the property fell down.

Vice Chair Gilman asked what the next step is if the property is not cleaned up within 30 days. Mr. Eastman said they would get a court order then they could potentially be in violation of that, but added this is the first step.

Selectman Clement said he did some ordinance research. He said he hoped there is something on the books to regulate this as he wouldn't want to tell people what to do with their own property. Mr. Eastman said if you read the definition of a junk yard, he feels confident this property fits into that.

iii) Bittersweet Lane Speed Issues

Mr. Dean said the issue of speed/traffic within the Bittersweet Lane area has been brought forward by Mr. Fraser. Chief Shupe has been working on this.

Doug Fraser, of 13 Bittersweet Lane, said the speed limit sign on Greenleaf says 25 mph. He said this road is considered a cut through so there is a lot of traffic. He has been parking his vehicle on the road, as he is doing work on his house, and hopes to slow drivers with it being there. Police came to his house and two of them said it was ok to park in the street, but the third was apprehensive to have him park there. He said he suggested a speed bump to the police. He said Bittersweet is posted at 25 mph, but the average speed is 35-40 mph. He said it is dangerous for school kids getting off the bus or pets in the neighborhood. The issue is that someone is going to get hurt. He initially addressed this a few years ago with no success. He suggested perhaps Bittersweet become a one-way street. He said they have to do something to slow the drivers. He said the new condos going in are only going to add to the issue.

Chief Shupe said he sat with Mr. Fraser and he sees his concerns. He said he has the ability to do a speed survey, so on June 2 he surveyed 1,821 vehicles on Bittersweet. He found that the average speed is 19 mph and he only had one car at 29 mph. With those traffic numbers, he said he's not sure there is a speed issue, but rather a volume issue. His other issue is that with Mr. Fraser's car parked in the road, cars driving by are forced into the oncoming lane when going around his car. His parked car is creating a hazard because it is so close to the bend. He looked up the town ordinance, and Mr. Fraser is actually in violation with his car parked on the street. He said he will continue to work with Mr. Fraser on this issue. Mr. Dean thanked Chief Shupe for conducting his survey.

Stacy Copenhaver, a nearby resident, said she does believe there is a volume problem. Her concerns are the walkers. She said once the police are not there watching, the speeding increases.

Carrie Thomas, a nearby resident, said they have had head on collisions in the neighborhood because of speeders. She said kids should be outside and they cannot because of the speeders.

Chair Chartrand asked Chief Shupe if there is anything they can do about adding more stop signs or making it one-way. Chief Shupe said there is a lot more traffic because of construction downtown and when that is done it should slow a bit. He said there are number of things to look at and they need to figure out what fits best. Mr. Dean said they would want to look at different options for a solution.

Selectman Clement said his concern is with the one-way, as it will just dump traffic into the other streets. He thinks there are different options to look at.

Vice Chair Gilman said she does not see a decrease in volume with construction ends because the apartments going in will be done by then so those drivers will add to the traffic. She is interested in looking at different options here.

Selectwoman Surman agreed that volume isn't going anywhere. She said they need to get the right folks involved to find a solution.

Mr. Dean said they would like to take this issue under advisement and bring something back to the Board.

Chair Chartrand asked Mr. Fraser if he would work with Chief Shupe on parking his car in the road, and he agreed he would.

iv) Water-Sewer Abatement Policy Update

Mr. Dean said this policy update would be an attempt to allow the Board to have a bit more flexibility when looking at abatement requests. It would redefine some terms. He read some language in the proposed policy, which is included in the packet. This revision has also been broken up into sections so it is easier to follow. DPW looked it over and only had a couple minor changes, but generally speaking they liked the proposal.

Selectman Clement said he doesn't understand why they need to change the policy. He thinks it will be more problematic if the policy is changed. He looked at other policies from other towns and found they are the same as Exeter's current policy.

Vice Chair Gilman said some definitions need to be clarified. She didn't give a certain suggestion, as she said she had so many.

Selectwoman Surman said Section 7 in the current policy should not have been deleted for the proposal.

Chair Chartrand said he liked the fact this policy is trying to be changed. He asked the Board to give their suggestions to Mr. Dean and they will continue to work on this.

Selectman Clement again said he didn't know why they needed to change the policy at all. He thought hardship cases do not belong in the policy.

Vice Chair Gilman said she did think since this policy has not been updated since 2008 they should look at updating it. She said she wanted to get into checklists on this.

Mr. Dean said this is a first draft. He said they are going on the presumption the town has had a lot of issues with the existing policy.

Gerry Hamel spoke, saying he didn't like that the policy states you can only request one abatement in a 10 year period. He thinks that should get looked at.

Brian Griset said the one abatement request in 10 year requirement only applies if the town is not at fault. Under the current policy, he said there is a no fault rule which is reasonable and grants a 50% abatement. He agreed with Selectman Clement and Vice Chair Gilman that something is missing in the welfare component, i.e. hardship. He said there is a welfare budget that is approved that could be used. He suggested they not change the policy for hardship and to add something that says to go to welfare for that.

b. Old Business

i) Riverwoods Settlement Discussion

Joe Lessard spoke, saying that at the 5/24 Special Meeting he was directed to meet with taxpayer reps, which he did. He said the end result was that Riverwoods would withdraw their appeal if the town granted them an abatement of \$15,000. He felt Riverwoods was making a fair offer.

Mike Dawley, resident, begged the Board to get this issue resolved. He said it is not that complicated and is bothered that this is being treated differently from other abatement requests. He said this is a data issue so it is not unique. He said the worst thing to do would be to settle. He thought the \$15,000 just came out of the air and if the town gives them an abatement then give them the whole \$37,000. He thought these negotiations shouldn't be happening.

Mr. Griset said that at the BOS meeting on 5/23 he requested, under 91-A, to view all the documents pertaining to this issue. He said it has been 9 days and still has not gotten them. He said if the Board decided to grant this abatement then every taxpayer in town has the same rights.

Gerry Hamel has some questions regarding purchase price and current use tax paid. He said they need this information to make a decision here.

Mr. Lessard said he would go back and find those figures. Mr. Dean said he thought it was around \$72,000 for the current use penalty.

Selectwoman Surman said she was reluctant to set a precedent here.

Chair Chartrand agreed with Mr. Dawley in that they need to move this along. He thought they should take action tonight.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Surman to reject the offer from Riverwoods. Motion carried – 3-1 vote. Chartrand voted nay.

ii) Stratham Water Connection Application

Mr. Dean said there is a proposal in the packet from Stratham called Amendment to Town of Exeter, New Hampshire and Town of Stratham, New Hampshire Water Purchase Agreement dated January 11, 2016. He said this just came last week from Stratham and he thinks it was done in good faith.

Vice Chair Gilman said she is uncomfortable with all comments of the property owner being part of this Agreement. She said that is between the property owner and Stratham.

Selectman Clement said he is not in favor of adding this Amendment to an Agreement that took so long to come up with. He is more concerned with Exeter's TTHM issue and thinks that needs to be focused on more instead of dealing with Stratham. He does not think this is the right approach to go by. He does not think Exeter is getting a mutually beneficial part here.

Selectwoman Surman said you cannot amend an Agreement that was first between two parties and now between three. She said they are trying to amend an Agreement that wasn't even approved by their town. She is opposed to this.

Vice Chair Gilman also had trouble with this.

Chair Chartrand asked Mr. Dean to give Paul Deschaine the Board's feedback.

Mr. Campbell spoke, agreeing with Selectwoman Surman that Stratham voted this down originally.

Mr. Griset spoke, saying he agreed with most of the Board and added that the Agreement does not protect Exeter.

Motion: A Motion was made by Selectwoman Surman and seconded by Selectman Clement that the Exeter BOS terminate the Town of Exeter, NH and Town of Stratham, NH Water Purchase Agreement effective immediately and review discussions on an Agreement amended on a date in March, 2017 after the Town of Stratham has held its town meeting and an affirmative vote on a water bond has been reached. Discussion: Chair Chartrand thought terminating this was a terrible idea as Stratham is in the process of informing their town more about this. Selectman Clement said he understands but it needs to be both parties standing up in agreement here. He said a majority of the Board is not in favor of the amendment. Vice Chair Gilman said she doesn't like amending this agreement but is reluctant to terminate the whole Agreement with Stratham. Selectwoman Surman said her problem here is that Stratham does not have its town behind them to approve this. Chair Chartrand called the vote. Motion fails with a 2-2 vote. Chartrand and Gilman voted nay.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to approve abatement for map 52, lot 41 in the amount of \$781.52. Motion carried – all in favor.

A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to approve abatement for map 81, lot 73 in the amount of \$2,538.68. Motion carried – all in favor.

A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to approve abatement for map 79, lot 11 in the amount of \$1,757.15. Motion carried – all in favor.

Vice Chair Gilman made a Motion to rescind the vote taken on 10 Sanborn Street, then requested it be put on the next agenda, as she thought it would be more appropriate to include a written statement in the packet and not have just a verbal statement.

b. Permits & Approvals

There were no permits or approvals.

c. Town Manager's Report

Mr. Dean spoke about the following for his Town Manager's Report:

- tax bills are out and the deadline for those is July 1

- there is a UNH group doing a wetlands buffer review and they asked for Mr. Dean's feedback

- Finance and Public Works staff met about a bond bank loan. He will report back to the Board when he has more information

- a Wastewater Treatment Facility BAN discussion

- connecting with AHA website provider about modifying the town website

- reviewed CDBG grant with Housing Authority

- a request from staff about the dumpsters behind the Town Office building being moved

- the vault project in the Town Clerk Office is going well and has improved record storing

- received a draft of goals report from Primex

- resolved sign board issues

- went to 100th birthday party with Julie and Don at the Senior Center

- thanks to the Memorial Day Parade Committee

- with the new sidewalks he is seeing an uptick in people to want to do sidewalk sales, i.e. bake sales. He said they should review the regulations on sidewalk sales

- on the 20th there will be a CDBG hearing

d. Selectmen's Committee Reports

Selectman Clement reported he met with two people from the Great Bay National Reserve. They are looking at three towns and creating an Advisory Committee. He also reported a Unutil emergency response meeting on the 31st. He said the Planning Board met and approved a site plan of an 8000 square foot office building at 2 Hampton Road. They also reviewed a Yield Plan. He also said he had a Clean Water Healthy Lawns meeting.

Selectwoman Surman had nothing to report, but said the Con Com nature walk had 20 participants and was a great turnout.

Vice Chair Gilman had nothing to report, but asked if the Clean Water Healthy Lawns grant is still funding. Selectman Clement said yes, it is. She also commented on the Memorial Day Parade, saying it has been an idea to combine the Memorial Day Parade and the Christmas Parade Committees.

Chair Chartrand reported an EDC meeting on May 24 where they talked about the All Boards Meeting and elected new officers. He also said the Memorial Day Parade Committee did a great job on the parade.

e. Correspondence

The following correspondence were included in the packet:

- A letter from Xfinity
- A letter from Ms. Perry to US Environmental Protection Agency
- Letter from Mr. Dean to the Board
- Letter from Selectwoman Belanger to Andy Swanson
- Email from Selectwoman Surman to Selectman Clement

8. Review Board Calendar

The BOS will next meet for the All Boards meeting on June 15 at 6pm. The next BOS meeting will be June 20.

9. Non Public Session

N/A

10. Adjournment

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Surman to adjourn the meeting at 9:42pm. Motion carried- all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary

Selectboard Appointments – June 20th, 2016

River Study Committee – Terrie Harman, term to expire 4/30/19

Exeter Arts Committee – Heather Inyart, term to expire 4/30/19

ROCKINGHAM

PLANNING
COMMISSION

156 Water Street, Exeter, NH 03833
Tel. 603-778-0885 ♦ Fax: 603-778-9183
email@rpc-nh.org ♦ www.rpc-nh.org

May 27, 2016

Kenneth Knowles, Chairman
Planning Board
10 Front Street
Exeter, New Hampshire 03833

Dear Mr. Knowles:

We have been reviewing the appointment status of our member town representatives to the Commission. Our records indicate that Gwen English, Langdon Plumer and Katherine Woolhouse's (Alternate) appointments on the Rockingham Planning Commission expired April 2016. For the Town to maintain full representation and participation on our Board, we request the Town renew their appointments or make new appointments.

Appointing Town representatives to the Rockingham Planning Commission is a two step process (as defined in RSA 36:46). First, the Planning Board must nominate the representative(s) and second, the Selectmen must appoint them.

Enclosed is an information sheet describing the usual procedure for commissioner appointments and the duties involved with the job. A copy of this letter is also being sent to the Board of Selectmen because as the enclosed sheet indicates, the Selectmen must take action on the Planning Board's nomination(s) in order for the process to be complete.

We would be pleased to attend one of your upcoming meetings to more fully explain the role of commissioners and the appointment process.

Please feel free to call if you have any questions about this matter. We would appreciate hearing from you as soon as possible in order to keep our records up to date. Thank you for your cooperation.

Sincerely,



Cliff Sinnott
Executive Director



Phil Wilson
Chairman

cc: Dan Chartrand, Board of Selectmen Chair
Russell Dean, Town Manager
Dave Sharples, Town Planner
Gwen English, Don Clement, Langdon Plumer and Katherine Woolhouse, RPC Commissioners

Town Manager's Office

JUN - 8 2016

Received

Enclosure
CS/rr

PUBLIC HANDOUT

Public Hearings, June 20, 2016, 7:30pm

Public Hearing on Proposed CDBG Economic Development Application

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$350,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

This is a proposed Economic Development Community Development Block Grant application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. The town will retain funds for administrative costs and subgrant \$485,000 to Rockingham Economic Development Corp (REDC). REDC will retain \$10,000 for loan delivery fees and loan \$475,000 to Gourmet Gift Baskets LLC for equipment at 24 Continental Drive in Exeter. Gourmet Gift Baskets will create 25 jobs, of which 15 will be made available to persons of low and moderate income.

This project conforms with Exeter's Housing and Community Development Plan's Goal of: The Town should encourage the creation and retention of employment opportunities. Also, the Town should promote and pursue commercial and industrial development which reinforces Exeter's status as a regional high technology, medical and professional/corporate office center.
(Short and long term goal.)

Public Hearing on Residential Antidisplacement and Relocation Assistance Plan

Although this project does not involve any displacement or relocation of persons (or businesses), if the Town were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing
and Urban Development

OMB Approval No. 2510-0011 (exp. 10/31/2012)

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

Indicate whether this is an Initial Report or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code) Town of Exeter 10 Front Street Exeter, New Hampshire 03833 (603) 778-0591	2. Social Security Number or Employer ID Number:
3. HUD Program Name CDBG	4. Amount of HUD Assistance Requested/Received Up to \$500,000
5. State the name and location (street address, City and State) of the project or activity: Icsey Hill Cooperative	

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3). <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No.
--	---

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds
NH CDFA	CDBG	Up to \$500,000	Equipment Loan

(Note: Use Additional pages if necessary.)

Part III Interested Parties.

You must disclose:

- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)
Loan to business for equipment			

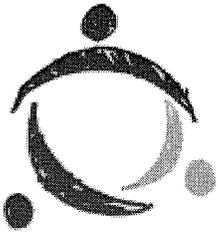
(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature: X _____ Town Manager	Date: (mm/dd/yyyy) June 20, 2016
---	---



CDFA
 Community Development Finance Authority
Strengthening New Hampshire's Communities

**Form 3-B
 Environmental Review for
 Categorically Excluded Not Subject to Section 58.5
 Pursuant to 24 CFR Part 58.34(a) and 58.35(b)**

Project Name: Exeter/REDC/Gourmet Gift Baskets
 Responsible Entity (Municipality): Exeter
 Sub-Recipient (if different than Responsible Entity): REDC
 Preparer: Donna Lane
 Certifying Officer Name and Title: Dan Chartrand, Chairman Board of Selectmen
 Project Address: 24 Continental Drive in Exeter
 Total CDBG Grant Amount: \$500,000
 Exempt CDBG Activity Estimated Amount: \$500,000
 Description of the Proposed Project: REDC loan to Gourmet Gift Baskets for Equipment (shelving)

Level of Environmental Review Determination (please pick one or both from below):

X Activity/Project is Categorically Excluded Not Subject To §58.5 per 24 CFR 58.35(b):

As Chief Certifying Official of the Applicant, I hereby certify that the activities from the above mentioned project have been reviewed and determined to be Categorically Excluded activity (not subject to §58.5) per 24 CFR §58.35(b) as follows:

<input type="checkbox"/>	58.35(b).1. Tenant-based rental assistance;
<input type="checkbox"/>	58.35(b) 2. Supportive services including, but not limited to, health care, housing services, permanent housing placement, day care, nutritional services, short-term payments for rent/mortgage/utility costs, and assistance in gaining access to local, State, and Federal government benefits and services;
<input checked="" type="checkbox"/>	58.35(b) 3. Operating costs including maintenance, security, operation, utilities, furnishings, equipment, supplies, staff training and recruitment and other incidental costs; and administrative costs.
<input type="checkbox"/>	58.35(b) 4. Economic development activities, including but not limited to, equipment purchase, inventory financing, interest subsidy, operating expenses and similar costs not associated with construction or expansion of existing operations; without change in size, or capacity of less than 20 percent.
<input type="checkbox"/>	58.35(b) 5. Activities to assist homebuyers to purchase existing dwelling units or dwelling units under construction, including closing costs and down payment assistance, interest buy-downs, and similar activities that result in the transfer of title.
<input type="checkbox"/>	58.35(b). 6. Affordable housing pre-development costs including legal, consulting, developer and other costs related to obtaining site options, project financing, administrative costs and fees for loan commitments, zoning approvals, and other related activities which do not have a physical impact.
<input type="checkbox"/>	58.35(b). 7. Approval of supplemental assistance (including insurance or guarantee) to a project previously approved under this part, if the approval is made by the same responsible entity that conducted the environmental review on the original project and re-evaluation of the environmental findings is not required under §58.47.

The responsible entity must also complete and attach the **58.6 Compliance Checklist**.

With reference to the above Program activity(ies)/Project, I, the undersigned officer of the grantee, accept responsibility under the National Environmental Policy Act for environmental reviews, decisions and actions. By my signature below, I certify that I am authorized to, and do personally accept the jurisdiction of the Federal Court for enforcement of the aforesaid responsibilities. In addition, we request that the environmental conditions attendant to the above referenced grant activities be released so that, upon Governor and Council approval (where applicable), funds may be drawn down for Exempt

(§58.34),Categorically Excluded Not Subject to §58.5[§58.35(b)]. I understand that any activities not listed above are subject to all rules applicable to 24CFR58 and that funds may be not be obligated without a notice of removal of environmental conditions from CDFA

Responsible Entity Agency Official Signature:

Name/Title/Organization: Town of Exeter

Authorized Certifying Officer Signature _____ Date: June 20, 2016

Name/Title: Dan Chartrand, Chairman Board of Selectmen

Preparer Name: Donna Lane

Preparer Signature: Donna Lane Date: June 15, 2016

Any costs incurred prior to contract approval by the Governor and Executive Council (if applicable) of the State of New Hampshire will be at the risk of the applicant. You may not incur any cost except for those authorized by CDFA prior to release of funds notification. All applicable State and Federal regulations including but not limited to procurement and debarment apply to the activities stated above.

CDBG Environmental Review Compliance Checklist for 24 CFR §58.6

Other Requirements

Complete for all projects, including Exempt (§58.34), Categorically Excluded Subject to §58.5 [§58.35(a)], Categorically Excluded Not Subject to §58.5[§58.35(b)], and Projects Requiring Environmental Assessments (§58.36). Must be completed for each individual property address included within the project.

Project Name: Exeter/REDC/Gourmet Gift Baskets

Project Number: Proposed 16-180-CDED

§58.6(a) and (b) Flood Disaster Protection Act of 1973, as amended; National Flood Insurance Reform Act of 1994

Does the project involve: Formula grants made to states, State-owned property, small loans (\$5,000 or less), assisted leasing that is not used for repairs, improvements, or acquisition?

Yes No

If Yes, compliance with this section is complete.

If No, continue.

Is the project located in a FEMA identified Special Flood Hazard Area?

Yes No

If No, compliance with this section is complete.

If Yes, continue.

Is the community participating in the National Flood Insurance Program (or has less than one year passed since FEMA notification of Special Flood Hazards)?

Yes No

If Yes, Flood Insurance under the National Flood Insurance Program must be obtained. If HUD assistance is provided as a grant, insurance must be maintained for the economic life of the project and in the amount of the total project cost (or up to the maximum allowable coverage, whichever is less). If HUD assistance is provided as a loan, insurance must be maintained for the term of the loan and in the amount of the loan (or up to maximum allowable coverage, whichever is less). A copy of the flood insurance policy declaration must be kept on file in the ERR.

If No, Federal assistance may not be used in the Special Flood Hazards Area.

Cite and attach source documentation: (Documentation should include a FEMA Flood Map showing project location in reference to flood zone designation. If flood map is not available, use best available information.)

For additional information see:

FEMA Map Service Center: <http://www.msc.fema.gov>

Type in the project address hit search

§58.6(c) Coastal Barrier Improvement Act, as amended by the Coastal Barriers Improvement Act of 1990 (16 U.S.C. 3501) Not Applicable *Please Move on to the next section CDFA 11/13/14.*

Per FEMA's and the US Fish & Wildlife Service's web sites; New Hampshire does not have designated Coastal Barrier Resource System areas/communities. (Per Federal Consistency Coordinator, New Hampshire Costal Program DES 11/13/2014).

§58.6(d) Runway Clear Zones and Clear Zones [24 CFR §51.303(a) (3)]

Is your project located near Concord, Manchester or Portsmouth Airports?

Yes No

If No, compliance with this section is complete.

If Yes, continue below.

Does the project involve the sale or purchase of existing property?

Yes No

If No, compliance with this section is complete.

If Yes, continue below.

Is the project located within 2,500 feet of the end of a civil airport runway (Civil Airport's Runway Clear Zone) or within 15,000 feet of the end of a military runway (Military Airfield's Clear Zone)?

Yes No

If No, compliance with this section is complete.

If Yes, Notice must be provided to buyer. The notice must advise the buyer that the property is in a Runway Clear Zone or Clear Zone, what the implications of such a location are, and that there is a possibility that the property may, at a later date, be acquired by the airport operator. The buyer must sign a statement acknowledging receipt of this information, and a copy of the signed notice must be maintained in this ERR.

To determine if your project falls in the Clear zone please use the following link. Radius Tool: <http://www.freemaptools.com/radius-around-point.htm> input your address on top, go below the map and fill in the feet space, click on map and the radius will be shown. If you have questions please call CDFA.

Cite and attach source document (Map indicating project site in proximity to end of runway):

For more information see:

Airport Information: <https://www.hudexchange.info/environmental-review/airport-hazards/>

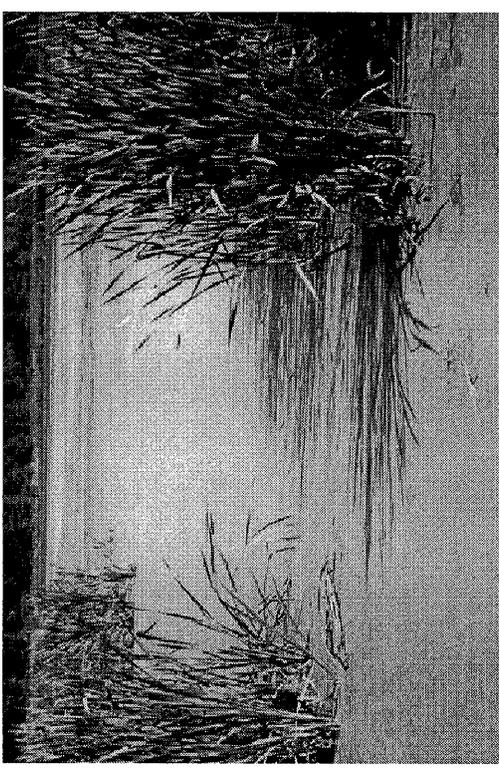
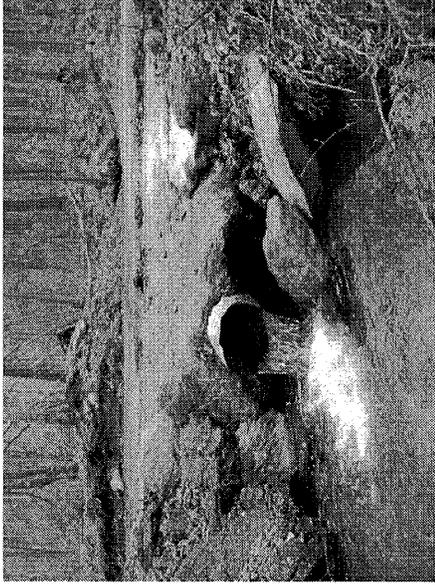
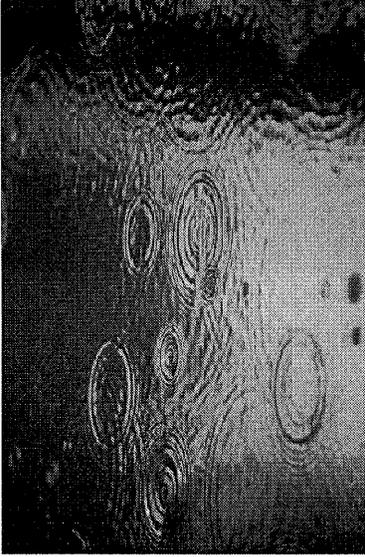
<http://www.airnav.com/airports/>

HUD Airport Hazards Guidance: <https://www.onecpd.info/environmental-review/airport-hazards/>

Notice to Prospective Buyers: <https://www.onecpd.info/resource/2758/notice-prospective-buyers-properties-in-runway-clear-zones/>

04/27/2015

EPA Ms4 Permit and Stormwater Management Exeter Board of Selectmen June 20, 2016



New England Floods, Spring 2005

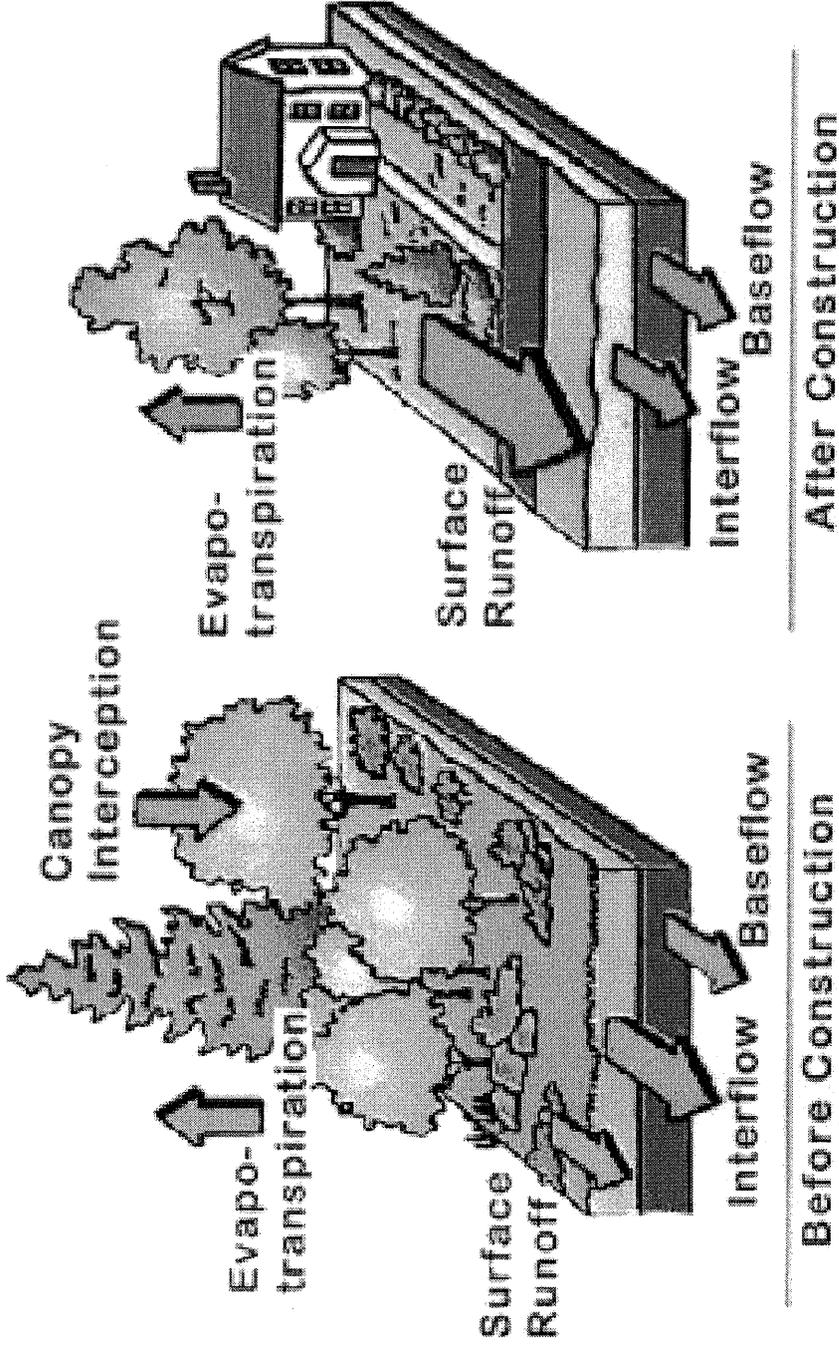


Groundwater Recharge

Soil Moisture/Drought

Stream/River Base Flow

Local Hydrologic Cycle



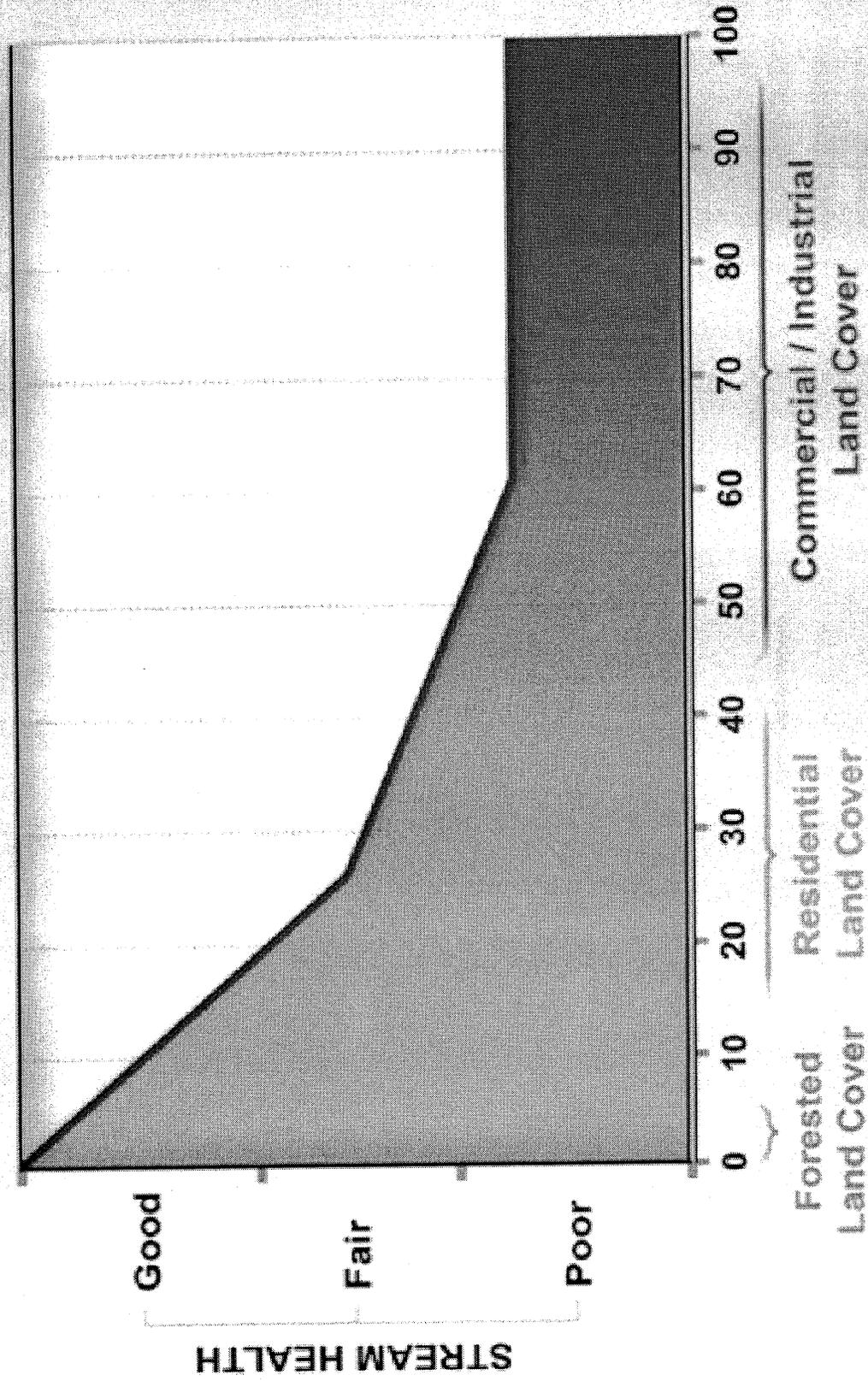
Drinking Water Supply

Agriculture

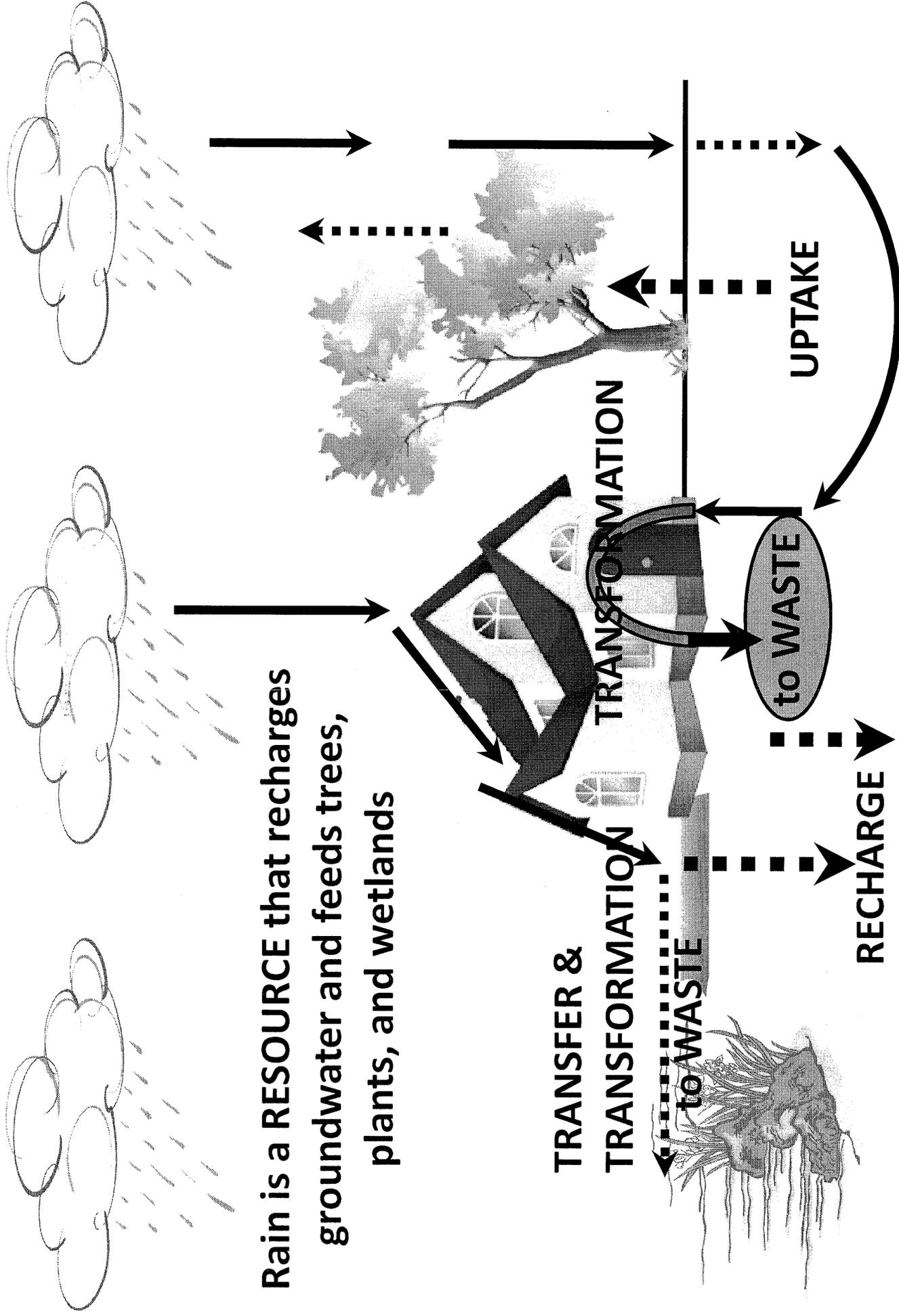
Ecosystems

Industry

Impervious Surface & Stream Health



PERCENT OF IMPERVIOUS SURFACES



Rain is a RESOURCE that recharges groundwater and feeds trees, plants, and wetlands

TRANSFER & TRANSFORMATION

TRANSFER & TRANSFORMATION

to WASTE

to WASTE

UPTAKE

RECHARGE

Altered System

Natural System

EPA MS4 Permit

Municipal Separate Storm Sewer Systems

EPA's Stormwater Phase II Rule establishes an MS4 stormwater management program to

“improve the Nation’s waterways by reducing the quantity of pollutants that stormwater picks up and carries into storm sewer systems during storm events.”

The MS4 program aims to:

- Reduce the discharge of pollutants into surface waters
- Protect water quality
- Meet requirements of the Clean Water Act

MS4 Program implemented through 6 Minimum Control Measures

EPA MS4 Permit

Municipal Separate Storm Sewer Systems

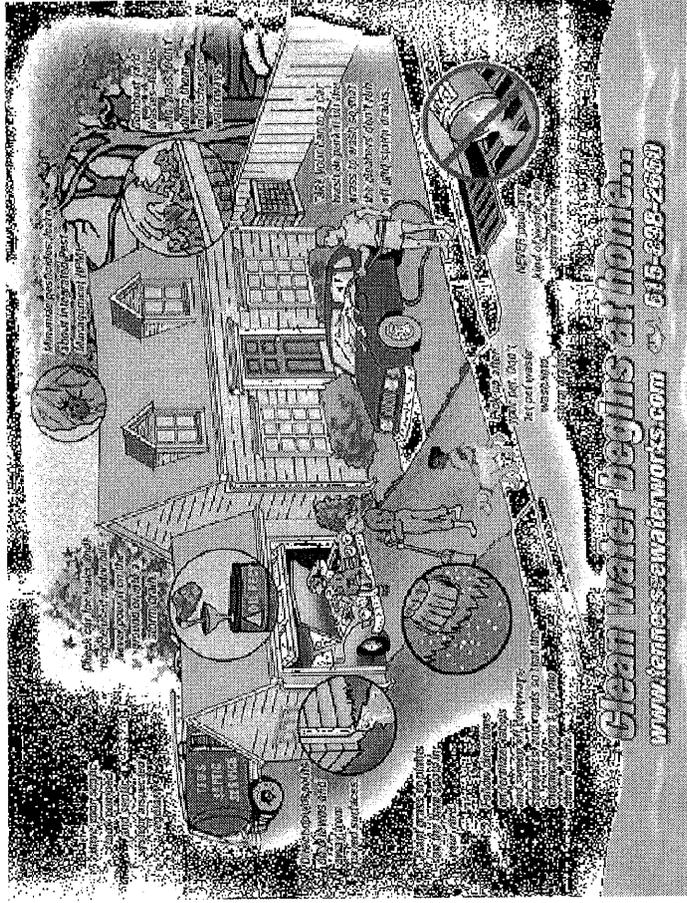
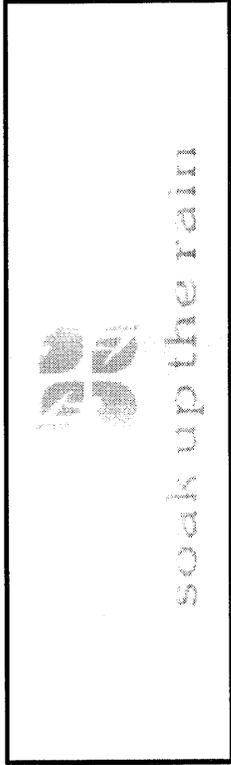
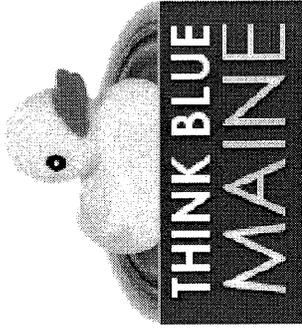
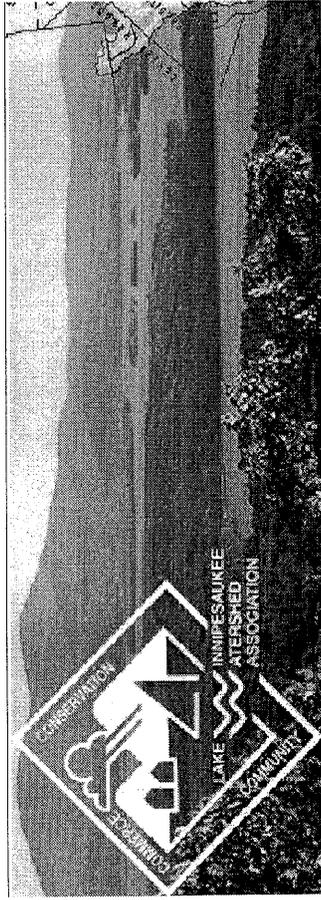
Suggestions for organizing your MS4

- Requires input and implementation from elected officials, municipal departments, boards and commissions
- Form a committee with representatives from each group
- Prepare implementation plan - assign lead, timeframes and budget for specific yearly permit actions and requirements
- Provide outreach to boards and commissions about permit requirements (e.g. stormwater regulations, water quality)

MS4 Program implemented through 6 Minimum Control Measures

Public Education and Outreach

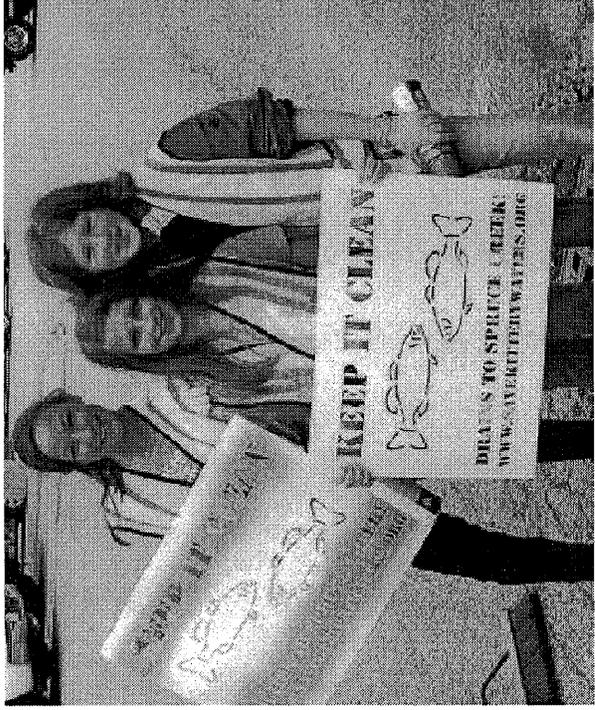
Inform citizens about the impact of polluted stormwater on water quality through educational materials and other outreach programs.



Public Participation/Involvement

Providing opportunities for citizens to participate:

- ✓ Program development and implementation
- ✓ Effectively publicize public hearings and events
- ✓ Encourage citizen representatives on land use boards and commissions, policy committees



Illicit Discharge Detection and Elimination

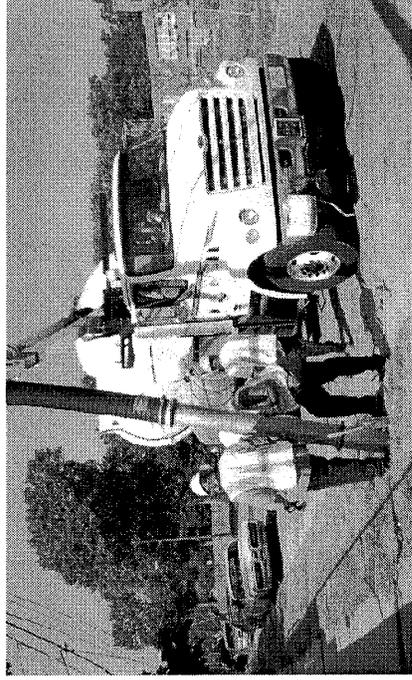
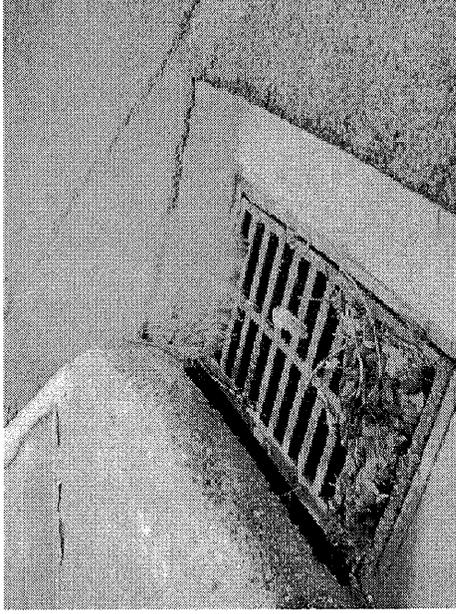
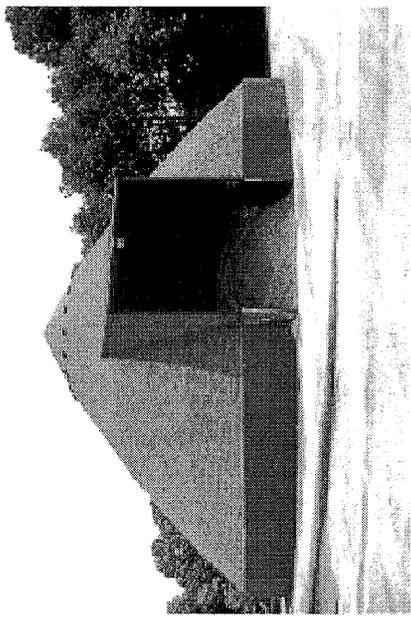
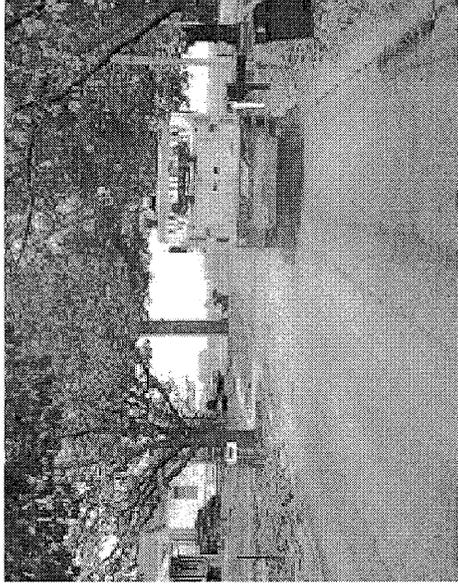
Develop and implement a plan to:

- Detect and eliminate illicit discharges to the storm sewer system
- Develop a systems map of drainage ways and infrastructure
- Inform the community about hazards associated with illegal discharges and improper disposal of waste



Pollution Prevention and Good Housekeeping

Develop programs to prevent or reduce runoff from municipal operations and train municipal staff and contractors

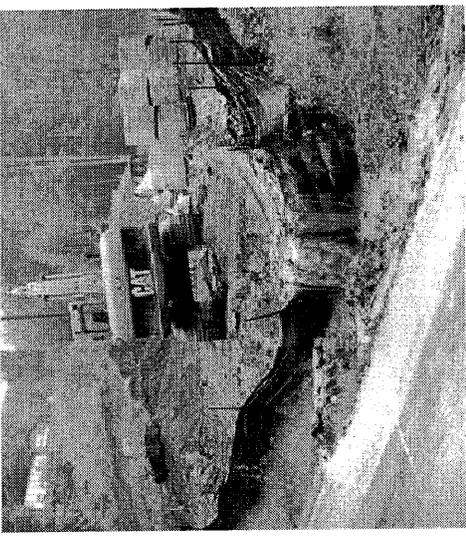


Subdivision and Site Plan Review Regulations

Implemented by Planning Board

Construction Site Runoff Control

Develop and enforce erosion and sediment control programs for construction sites (building permits, subdivision/site plan regulations)



Post-Construction Runoff Control

Develop and implement programs to address discharge of post-construction stormwater runoff from developed areas to surface waters and wetlands (zoning ordinance, subdivision/site plan regulations)





Model Stormwater Management Standards

The purpose of these standards in New Hampshire's Coastal Watershed is to:

- **Control** non-point source pollution from future development.
- **Mitigate** and reduce non-point source and stormwater pollution from existing development.
- **Manage** the quality and quantity of surface water and groundwater resources.

Goals for the implementation of the SWA standards in the Coastal Watershed:

1. Cost effective way of managing stormwater infrastructure and water resources for the maximum benefit.
2. Manage ecosystem services that humans rely on and sustain them into the future.
3. Consider projected changes in conditions in design, siting, implementation of stormwater infrastructure investments
4. Use technological advances in data collection and analysis to track changes in pollutant loading and sources, water quality trends, land use changes
5. Coordinate tracking and accounting methodologies to ensure municipalities receive credit for pollutant reduction strategies.

7 Critical Core Elements of Stormwater Management

Stormwater management requirements in either a zoning ordinance and/or land development regulation should include *seven critical core elements*.

Element A *Applicability Standards*

Element B *Minimum Thresholds for Applicability*

Element C *Best Management Practices*

Element D *Applicability for Redevelopment*

Element E *Stormwater Management Plan Approval & Recording*

Element F *Maintenance Criteria*

Element G *Inspection of Infrastructure*

7 Critical Core Elements of Stormwater Management

Requirements that may be new to many boards –

- Minimum threshold and waivers for small projects
- Implementation of low impact development bmp's
- Standards for redevelopment and off-site mitigation
- Recording of the operations and maintenance plan

*New - Submission of a narrative describing the stormwater management approach proposed including bmp's

Element B. Threshold for Applicability of Stormwater Management Standards

UNH Stormwater Center has gathered data based on development applications for the Town of Durham

- Lower applicability (trigger) threshold captures a significantly greater percentage of development projects
- Overall better stormwater management and water quality
- Important for municipalities subject to the new water quality and stormwater treatment requirements under the EPA MS4 permit

TRIGGER THRESHOLD	PERCENT REGULATED
5,000 sf	80%
10,000 sf	60%
20,000 sf	50%
40,000 sf	30%

Section 3.i. Drainage Analysis and Precipitation Data

“The sizing and design of stormwater management practices and drainage analyses shall utilize precipitation data from the Northeast Region Climate Center (<http://precip.eas.cornell.edu>) or the most recent precipitation atlas published by the National Oceanic and Atmospheric Administration (NOAA).”

Example: 100-year 24-hour storm event statistics (using address for Exeter Town Offices)

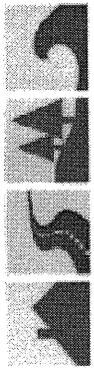
TP-40 = 6.4 inches

NRCC = 8.79 inches

Municipal strategies to comply with MS4 permit

- Adopt adequate stormwater management regulations (site plans and subdivisions) and setbacks/buffers
- Inventory and map drainage infrastructure and systems (including open drainage and surface waters)
- Provide staff training on permit requirements, reporting, data analysis/collection
- Develop a comprehensive stormwater management and water quality plan
 - watershed based
 - outreach to property owners
 - coordination with adjacent towns

ROCKINGHAM



PLANNING
COMMISSION

Julie LaBranche, Senior Planner

156 Water Street

Exeter, NH 03833

Phone: (603) 778-0885

Email: jlabranche@rpc-nh.org

C-RiSe

CLIMATE RISK IN THE SEACOAST

Assessing Vulnerability of Municipal Assets and Resources to Climate Change

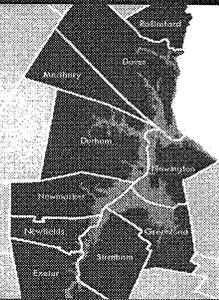
Rollinsford • Dover • Madbury • Durham • Newmarket • Newfields • Exeter • Stratham • Greenland • Newington

Climate Risk in the Seacoast (C-RiSe): Assessing Vulnerability of Municipal Assets and Resources to Climate Change is a project that will provide Great Bay municipalities with maps and assessments of flood impacts to key assets and natural resources associated with projected increases in storm surge, sea level and precipitation. Estimated completion Spring 2017.

PROJECT COMPONENTS

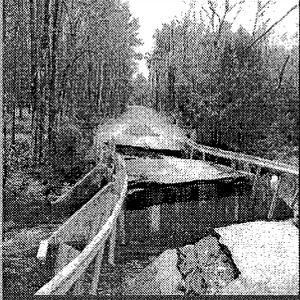
SEA-LEVEL RISE AND STORM SURGE INUNDATION MAPPING

Water levels for sea-level rise (SLR) and sea-level rise combined with storm surge (SS) scenarios will be mapped for each municipality.



	Scenarios		
SLR	1.7 feet	4.0 feet	6.3 feet
SS	1.7 feet + SS	4.0 feet + SS	6.3 feet + SS

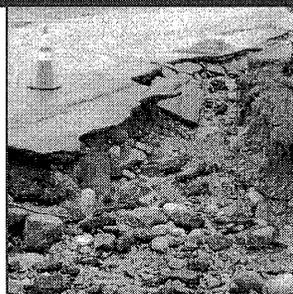
CULVERT ANALYSIS



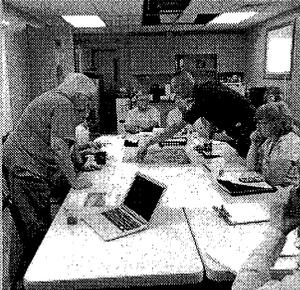
Modeling will be developed to assess culvert hydrology, hydraulic capacity, and aquatic organism passage at various flows under projected climatic conditions. Modeling results will enable municipalities to identify and categorize culverts for replacement that have inadequate flow capacity and/or present barriers to passage of aquatic organisms.

VULNERABILITY ASSESSMENTS

A vulnerability assessment that quantifies and maps impacts to transportation systems, critical facilities and infrastructure, and natural resources will be conducted for each municipality in order to provide a broad overview of the potential risk and vulnerability of municipal assets and resources resulting from projected increases in storm surge, sea level and precipitation.



HAZARD MITIGATION PLANNING



Outreach and technical assistance will be provided to each municipality in order to inform municipal leaders about future flood risks and incorporate vulnerability assessment results and adaptation strategies into local planning efforts. Municipal vulnerability assessment reports will be prepared for potential inclusion in local hazard mitigation plans.

PARTNER ORGANIZATIONS

New Hampshire Department of Environmental Services Coastal Program

NH GRANIT

Rockingham Planning Commission

Strafford Regional Planning Commission

UNH Stormwater Center

CONTACT

For more information about the C-RiSe Project, contact:

Steve Couture

NH Coastal Program

steven.couture@des.nh.gov

(603) 559-0027

The C-RiSe project is funded by the National Oceanic and Atmospheric Administration under the Coastal Zone Management Act (CZMA) Enhancement Program Projects of Special Merit for FY 2015, authorized under Section 309 of the CZMA (16 U.S.C. § 1456b).



ATTACHMENT 6 – HISTORIC RESOURCE PROJECT ACKNOWLEDGEMENT FORM

APPLICANT ACKNOWLEDGEMENT

As a duly authorized representative of the organization applying for LCHIP funding, I hereby acknowledge that I have read and understand NH RSA 227-M and LCHIP's *Criteria, Guidelines, and Procedures (CGP)*, I further understand that any change in the scope of this project, or failure to comply with the terms set forth in the CGP, may result in withdrawal of funding.

Signature _____ Date _____

Name _____ Title _____

LANDOWNER ACKNOWLEDGEMENT

As the owner of the property to be conserved with LCHIP assistance, I authorize the submission of this application and understand that public access to the property is required by NH RSA 227-M and LCHIP's *Criteria, Guidelines, and Procedures (CGP)*. I further understand that any change in the scope of this project, or any failure to comply with the terms set forth in the CGP may result in withdrawal of funding.

Signature _____ Name _____

Date _____ Address _____

GOVERNING BODY ACKNOWLEDGEMENT

Municipality _____ Governing Body _____

As a duly authorized representative of the municipal governing body listed above, I approve the submission of this application. I further understand that any change in the scope of this project, or failure to comply with the terms set forth in NH RSA 227-M and LCHIP's *Criteria, Guidelines, and Procedures (CGP)* may result in withdrawal of funding for this project.

Signature _____ Date _____

Name _____ Title _____

EASEMENT HOLDER ACKNOWLEDGEMENT

Proposed Easement Holder (Org.) _____

Address _____

As a duly authorized representative of the organization named above and proposed to hold a Conservation Easement on the property described in this LCHIP application, I hereby acknowledge that I have reviewed and understand NH RSA 227-M and LCHIP's *Criteria, Guidelines, and Procedures (CGP)*. I further understand that any change in the scope of this project, or any failure to comply with the terms set forth in the CGP may result in withdrawal of funding.

Signature _____ Date _____

Name _____ Title _____

ATTACHMENT 8 - AUTHORITY TO SIGN

I, _____, Chairman/President of the Board of Directors/Board of Selectmen,
certify that: the Board of Directors of (*name of organization*)

_____ authorize (*Name and Title of Officer*)

_____ to enter into a contract with the New
Hampshire Land and Community Heritage Investment Program (LCHIP) and to execute any documents which
may be necessary to effectuate such contract.

Signature of Chairman/President

Printed Name and Title of Chairman/President

State of New Hampshire, County of _____ SS

On this the _____ day of _____, 2016

_____ (*name of chairman/president*) personally appeared before me,
acknowledging herself/himself to be the Chairman/President of _____
(*name of organization*), and that s/he, as such and being authorized so to do, executed the foregoing authority
to sign form for the purpose contained therein. In witness whereof I hereunto set my hand and official seal.

Justice of the Peace/Notary Public

COMMISSION EXPIRATION DATE

TITLE XIX-A FORESTRY

CHAPTER 227-M COMMUNITY HERITAGE INVESTMENT PROGRAM

Section 227-M:1

227-M:1 Purpose. – The general court finds that in order to maintain New Hampshire's quality of life and economic vitality for its citizens, growth and development should be balanced with careful protection of the state's most important natural, cultural, and historical resources. Permanent protection of these resources, through acquisition of lands, buildings, and other physical assets, or interests in these assets, must be accomplished along with their planned long-term stewardship. The general court further recognizes the importance of public-private partnerships to achieve these ends. To protect and preserve New Hampshire's natural, cultural, and historical resources for this and future generations, the general court establishes in this chapter the New Hampshire land and community heritage investment program. The intent of the program is to conserve and preserve this state's most important natural, cultural, and historical resources through the acquisition of lands, and cultural and historical resources, or interests therein, of local, regional, and statewide significance, in partnership with the state's municipalities and the private sector, for the primary purposes of protecting and ensuring the perpetual contribution of these resources to the state's economy, environment, and overall quality of life.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:2

227-M:2 Definitions. – In this chapter:

- I. "Authority" means the New Hampshire land and community heritage investment authority.
- II. "Board" means the board of directors of the New Hampshire land and community heritage investment authority.
- III. "Building" means a construction made by humans and created to shelter human activity.
- IV. "Easement interests" means conservation, historic preservation, or scenic easements, development rights, or any other similar protective interest in real property held in perpetuity, or a term easement that is held for a specific period of time and not in perpetuity as part of a farm viability program.
- V. "Eligible resource" means a natural, cultural, or historical resource including archaeological sites; historic buildings and structures which house cultural events and programs; historic properties including buildings and structures; historic and cultural lands and features; ecologically significant lands; existing and potential public water supply lands; farmland; forestland; habitat for rare species or important wildlife; lands for recreation; riverine, lake, estuarine, and ocean shorelands; scenic areas and viewsheds; and wetlands and associated uplands.
 - V-a. "Farm viability program" means a program overseen by an eligible applicant under RSA 227-M:8, I that preserves farmland:
 - (a) By enhancing the long-term viability of farms, principally through assistance in business plan development and implementation; and
 - (b) By requiring term easements on farms participating in such a program and receiving assistance funded through this chapter.
 - VI. "Monitoring" means the regular and systematic gathering of information about a resource asset to identify changes to the property over time to ensure that it is being used in accordance with any easement interest restrictions or other legal obligations entered into under this chapter.
 - VII. "Resource asset" means the lands, buildings, structures, and other physical assets or the easement

interests in the lands, buildings, structures, and other physical assets that comprise the real property of an eligible resource.

VIII. "Stewardship" means planning for and taking the necessary actions over the long term to successfully preserve and protect the natural, cultural, or historical value of a resource asset. Such actions include, as applicable, managing the resource asset in accordance with all legal obligations entered into under this chapter, performing regular maintenance and upkeep, providing for necessary monitoring, educating or informing those that might negatively impact upon the resource asset about the need and/or legal obligation to protect and preserve it, paying tax or in-lieu-of tax obligations, obtaining liability insurance, and securing sufficient levels of financial resources to carry out all such necessary actions.

Source. 2000, 245:1. 2006, 39:1. 2008, 136:1, 2, eff. Aug. 5, 2008.

Section 227-M:3

227-M:3 Land and Community Heritage Investment Program Established. – There is hereby established the New Hampshire land and community heritage investment program. The program shall acquire resource assets, through voluntary negotiations with property owners and utilization of all available federal, state, local, private, and other matching funds and incentives. The program shall also provide funding for restoration and rehabilitation of cultural and historical resources and for certain costs associated with the acquisition of resource assets. All deeds or other documents evidencing purchase of any fee interest or other easement interest in resources under this chapter shall be drawn and held in the name of the municipality, other political subdivision, or qualified publicly-supported nonprofit corporation purchasing the interest through the use of program funds. All easement interests and legal obligations that are attached in perpetuity to any property shall be recorded in the deed. The state of New Hampshire shall hold an executory interest in all easement interests acquired by the program and held by municipalities, other political subdivisions, or qualifying nonprofit corporations. There shall be no power by the state of New Hampshire to take any resource by eminent domain, nor shall any funds made available by this program be used to take by eminent domain except in cases involving the voluntary quieting of title. All acquisition projects shall involve a willing seller and willing buyer, or a willing donor of resource assets.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:4

227-M:4 New Hampshire Land and Community Heritage Authority Established; Board of Directors. –

I. There is hereby established the New Hampshire land and community heritage investment authority, a body corporate and politic. The authority is constituted a public instrumentality of the state. The exercise by the authority of the powers conferred by this chapter shall be deemed and held to be the performance of public and essential governmental functions. The authority shall be a nonprofit corporation organized under RSA 292.

II. The authority shall be governed by a board of directors composed of 18 members. Voting members shall not appoint designees to act in their places. The chairperson shall be elected from among the public members. Board membership shall be as follows:

- (a) Two members of the senate, to be appointed by the senate president.
- (b) Two members of the house of representatives, to be appointed by the speaker of the house.
- (c) Eight public members, to be appointed by the governor and council:
 - (1) Two of whom shall represent cultural and historic resource interests;
 - (2) One of whom shall represent natural resources interests;
 - (3) One of whom shall represent outdoor recreation interests;
 - (4) One of whom shall represent business or real estate interests;
 - (5) One of whom shall represent municipal interests;
 - (6) One of whom shall represent local planning interests; and
 - (7) One of whom shall represent regional planning commissions.
- (d) The director of the office of energy and planning, or designee.

- (e) The commissioner of the department of cultural resources, or designee.
- (f) The commissioner of the department of resources and economic development, or designee.
- (g) The commissioner of the department of environmental services, or designee.
- (h) The commissioner of the department of agriculture, markets, and food, or designee.
- (i) The executive director of the department of fish and game, or designee.

III. Members appointed under subparagraphs II(d) through II(i) shall be advisory, non-voting members.

IV. (a) The terms of the state agency members and the members of the senate and the house of representatives shall be coterminous with their respective terms in office. Members appointed by the governor and council under subparagraph II(c) shall serve a 4-year term, and may serve no more than 10 successive years.

(b) Members appointed by the governor and council may be removed from office for cause, by the governor and council. Cause for removal shall include, but not be limited to, incapacity or failure to perform the duties of a member of the board of directors. Vacancies shall be filled for the unexpired term of the office in the same manner as the original appointment. Legislative members shall be entitled to mileage reimbursement at the legislative rate.

V. Seven voting members shall constitute a quorum. Decisions shall be made by a majority of those present and voting. Each member appointed under subparagraphs II(a) through (c) shall have one vote on matters coming before the board. The board shall meet quarterly and at such other times as may be deemed necessary by the chairperson.

VI. Board members shall not be subject to civil liability for acts performed in accordance with their duties under this chapter.

Source. 2000, 245:1. 2003, 319:9. 2004, 257:44, eff. July 1, 2004.

Section 227-M:5

227-M:5 Powers and Duties of the Authority. – The authority shall have all the powers necessary and convenient to carry out and effectuate the purposes and provisions of this chapter and shall:

I. Adopt bylaws for the regulation of its affairs and the conduct of its business.

II. Adopt criteria and guidelines for:

- (a) The acquisition of resource assets;
- (b) The restoration or rehabilitation of cultural and historical buildings or structures; and
- (c) The stewardship and monitoring of resource assets on which program funds are expended.

III. Adopt definitions deemed important or necessary to carry out the purposes of this chapter.

IV. Oversee and direct the expenditure of funds deposited in the trust fund of the New Hampshire land and community heritage investment program in accordance with the purposes of this chapter. This includes, but is not limited to, the authority to draw upon funds for acquisition of resource assets, or related program purposes, and for the administrative costs of the program.

V. Make and execute contracts for services necessary to carry out the purposes of this chapter or necessary and convenient for the exercise of its powers and functions.

VI. Temporarily acquire real property or interests in real property, only when such acquisition is necessary or appropriate to protect or secure any investment in which the authority has an interest.

VII. Prepare an annual report to be presented no later than December 1 of each year to the president of the senate, the speaker of the house, and the governor and council, and filed with the state library. The report shall detail the activities of the program during the past year including a listing of all resource assets acquired and restoration and rehabilitation projects undertaken, along with the associated expenditures. All administrative costs shall be provided, as well as a complete financial accounting of the trust fund established under RSA 227-M:7. The report shall also include a historical summary of the program's activities to date. A copy of the report shall be made available to any interested person. The authority shall cause an audit by an independent certified public accountant of its books and accounts to be made each fiscal year.

VIII. In addition, the authority may:

- (a) Adopt an official seal.
- (b) Maintain an office and hire staff.
- (c) Apply for and accept from any source gifts and donations of: money, including money from appropriate fundraising activities; labor, equipment, and supplies; land and other real property; interests in land and other

real property; federal, local, private, and other matching funds and incentives; and other assets to be deposited in the fund for the purposes of this chapter and to aid the authority in the conduct of its affairs.

(d) Employ or retain as independent contractors architects, engineers, attorneys, accountants, and other advisors and employees, consultants, and agents as may be necessary in its judgment without regard to any personnel or civil service law of the state to prescribe their duties and qualifications and to fix and pay their compensation if any.

(e) Appoint qualified individuals to serve as unpaid volunteers under such terms and conditions as it deems necessary. Said volunteers or advisors may be paid a stipend and/or reimbursed for any incidental expenses determined by the authority to be necessary and incurred while performing the business of the authority.

Source. 2000, 245:1. 2001, 158:12, July 1, 2001.

Section 227-M:6

227-M:6 Executive Director. – The board of directors shall nominate one or more persons for appointment by the governor and council to serve as executive director. The executive director shall serve a term of 5 years, with reappointment or a vacancy to be filled in the same manner as the original appointment. At the request of the board, the governor and council may remove the executive director for cause. The executive director shall:

I. Coordinate the activities of state agencies directly involved with the administration of the program in accordance with this chapter.

II. Evaluate the eligible resources proposed for protection or restoration under this program, and determine if these resources meet the criteria of the program, subsequent to instruction by the board.

III. At the direction of the board, administer the affairs of the program and be directly responsible for executing all policies of the board.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:6-a

227-M:6-a Status of Employees. –

I. The authority may hire, fix, and pay compensation, prescribe duties and qualifications, and establish personnel policies without regard to any personnel or civil service law or personnel or civil service rule of the state. The employees of the authority shall not be classified employees of the state within the meaning of RSA 21-I:49. Any individual employed by the authority shall be deemed an employee at will and shall serve at the pleasure of the authority.

II. Notwithstanding the provisions of paragraph I, any individual employed by the authority whose employment calls for 30 hours or more work in a normal calendar week, and whose position is anticipated to have a duration of 6 months or more, shall be entitled to elect to receive such health, dental, life insurance, deferred compensation, and retirement benefits as are afforded to classified employees of the state provided, however, that the election is made in writing within 30 days of the start of employment. Upon election by such individual, the authority shall pay from its revenues the state's share of such benefits. Any remaining costs of health, dental, life insurance, deferred compensation, and retirement benefits which an individual elects to receive pursuant to this section, shall be withheld from such individual's salary as a payroll deduction. Written notice of the availability of these benefit options shall be provided to each individual upon employment by the authority.

Source. 2001, 158:14, eff. July 1, 2001.

Section 227-M:7

227-M:7 Trust Fund Established; Administration. –

I. There is established in the office of the state treasurer the trust fund for the New Hampshire land and community heritage investment program. Moneys in the fund and any interest earned on the fund shall be used

for the purpose of this chapter and shall not be used for any other purpose. The trust fund shall be non-lapsing.

II. The state treasurer is instructed to invest the sums deposited in the fund in a prudent manner consistent with the purposes of this chapter. Interest earned on moneys in the fund shall accrue to the fund to the extent allowed under federal law.

III. No funds of any state agency shall be transferred to the trust fund without specific authorization from the general court. Federal funds accepted by the fiscal committee and governor and council for purposes similar to those of this chapter may be deposited in the trust fund.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:7-a

227-M:7-a Administrative Fund. –

I. There is established in the office of the state treasurer a fund to be known as the land and community heritage investment program administrative fund into which the state treasurer shall credit any revenue generated pursuant to RSA 261:97-b, I-a. There shall also be deposited, on a monthly basis, interest income generated on appropriations made to the land and community heritage investment program trust fund pursuant to RSA 227-M:7. The total revenues generated to the administrative fund from these 2 sources shall not exceed \$335,000 for each fiscal year. Any revenue generated from these 2 sources in excess of the \$335,000 maximum per year shall be credited by the treasurer to the land and community heritage investment program trust fund in RSA 227-M:7. The authority shall include in its annual report the amount of revenues exceeding the maximum which are credited to the trust fund.

II. All sums so credited shall be appropriated to the authority for the following purposes:

(a) To pay the costs of administering and operating the authority, including, but not limited to, all wages, salaries, benefits, and other expenses authorized by the board or the executive director. The authority may enter into a contract or agreement for provision of services to withhold on a monthly basis all payroll and benefit costs for employees.

(b) In general for the payment of all expenses incident to the management and operation of the authority as are consistent with its statutory purpose and as the board or the executive director thereof may from time to time determine.

III. This fund shall constitute a continuing appropriation for the benefit of the authority. Any amount remaining to the credit of the authority at the close of any fiscal year, and any interest accrued, shall be nonlapsing and shall be carried over and credited to the fund for the succeeding year.

Source. 2001, 158:13. 2003, 319:170. 2005, 177:22. 2007, 375:2, eff. July 1, 2007.

Section 227-M:8

227-M:8 Program Administration; Eligible Applicants; Matching Funds. –

I. The authority shall distribute funds to further the purposes of this chapter only to eligible applicants. Eligible applicants shall include:

(a) Municipalities or other political subdivisions of the state; and

(b) Publicly-supported nonprofit corporations exempt from federal income taxation under section 501(c) of the Internal Revenue Code.

II. Other parties wishing to participate in the program may partner with one or more eligible applicants. At the option of eligible applicants and with the approval of the board, state agencies may hold rights in resource assets acquired through the program by eligible applicants. The applicant must demonstrate the commitment of the owner of the assets to participate in the proposed action.

III. Financial assistance to eligible applicants shall be provided through grants and block grants (grants to another organization for re-granting) and loans. Up to 50 percent of financial assistance provided each year may be provided through loans. Principal and interest paid on such loans shall be deposited in the trust fund for the New Hampshire land and community heritage investment program established in RSA 227-M:7. Financial assistance may only be expended on eligible resources for the following purposes:

- (a) Acquisition of real property in fee simple.
- (b) Acquisition of easement interests in real property.
- (c) Restoration or rehabilitation of buildings or structures which are publicly-owned, or which are owned by a qualified publicly-supported nonprofit corporation.
- (d) Surveys, appraisals, title work, and other legal or ancillary work necessary to carry out acquisitions.
- (e) Resource inventories and planning.
- (f) Other professional services.

IV. The authority shall not fund more than 50 percent of the appraised market value of any resource asset acquisition or more than 50 percent of any other expense eligible for financial assistance under RSA 227-M:8, III(c)-(f).

V. All eligible applicants are required to provide a level of matching resources that is no less than 50 percent of the appraised market value for any resource asset acquisition and that is no less than 50 percent of any other expense for which financial assistance is sought under RSA 227-M:8, III(c)-(f). A minimum of 1/2 of the applicant's minimum match requirement must be provided in cash to be used in the purchase or preservation of the resource asset. Nothing shall prevent the eligible applicant from using all cash to fulfill the match requirements of the program. The balance, if any, of the non-cash match requirement may be met through any combination of:

- (a) In-kind services;
- (b) The appraised market value of donated real property or interest in real property, provided such real property is located in the municipality or municipalities in which the applicant property is located;
- (c) Expenses specified under RSA 227-M:8, III(c)-(f), incurred or to be incurred; or
- (d) A one-time investment in a stewardship endowment fund established by the applicant for the resource asset.

VI. Qualifying matching funds from the applicant may include, but are not limited to, municipal appropriations, private donations, federal funds, and monies from a conservation fund established under RSA 36-A:5.

VII. Matching beyond the minimum shall be encouraged of all applicants. The board is authorized, for a particular project, to either reduce the applicant's minimum match requirements under paragraph V or exceed the amount of financial assistance allowed under paragraph IV, but only by an affirmative vote of 9 voting members.

Source. 2000, 245:1. 2002, 148:10. 2005, 234:1, eff. July 1, 2005.

Section 227-M:9

227-M:9 Acquisition, Restoration, and Protection Criteria and Guidelines. –

I. The criteria and guidelines adopted pursuant to RSA 227-M:5, II for acquiring resource assets shall include, but shall not be limited to, the following:

- (a) Imminence of threat to the land or property, such that the preservation of endangered structures and land conservation projects in densely developed or rapidly developing areas of the state shall receive a higher ranking;
- (b) Uniqueness or significance of the resource;
- (c) Proximity to other protected resources;
- (d) Extent to which project meets multiple objectives of the program (natural, historic, and cultural);
- (e) Strength of local support, such that project applications accompanied by an affirmative vote of the governing body of the municipality or governing bodies of the municipalities in which the project is located shall receive a higher ranking;
- (f) Strength of private support;
- (g) Cooperation between or among communities;
- (h) Extent of leverage (ability of state funds to attract other public and private funds in a cost-share arrangement);
- (i) Demonstrated ability and qualifying stewardship plan of eligible applicant to provide stewardship for the resource being protected; and
- (j) Extent to which benefits can be conserved only through fee acquisition of the resource asset, weighed against acquisition through easement interest.

II. Nothing in this section shall be construed to require that each acquisition of a resource asset under this chapter must meet all the criteria listed in this section.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:10

227-M:10 Management. – Any owner of a resource asset acquired in fee simple under this chapter or for which program funds have been expended for restoration or rehabilitation work, shall manage such asset in accordance with any stewardship plan approved for the asset and any legal obligations entered into under this chapter pertaining to the resource asset. The program shall not manage any resource asset, except to the extent permissible under RSA 227-M:5, VI.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:11

227-M:11 Stewardship. – All applications submitted for funding resource asset acquisitions or restoration or rehabilitation projects must contain a stewardship plan. Applicants shall be allowed flexibility in devising such plans, but the authority shall make an affirmative finding that the stewardship plan is acceptable before awarding funds. Applications to the program for activities such as resource inventories and engineering studies are not required to include stewardship plans.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:12

227-M:12 Monitoring Endowment. –

I. For every eligible resource protected under this chapter by an easement interest, a percentage of funds from the program or contributions from the applicant, as specified by the authority, shall be provided to the monitoring endowment established under RSA 162-C:8.

II. Funds added to the monitoring endowment pursuant to RSA 227-M:12, I shall be used to support monitoring by state agencies, local municipalities, and qualifying nonprofit corporations of easement interests acquired under this chapter. Such monitoring shall be to ensure that the resource protected through the program will be managed according to the legal agreements concerning easement interests in the resource.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:13

227-M:13 Road Expansion. –

I. Notwithstanding any other provisions of this chapter, the New Hampshire land and community heritage authority shall recognize that the public interest and public safety and welfare may, from time to time, require minor expansion, minor modification, or minor alteration of existing roads within the state highway system. After review and approval by the authority, and notwithstanding RSA 227-M:14, the department of transportation may obtain interests in lands acquired by the authority under this chapter adjacent to state highways. Permissible expansion, modifications, or alterations under this section shall include drainage easements, slope easements, lane widening, the addition of a passing, climbing, or turning lane, or similar adjustments, but shall not include construction of a new highway or portion thereof, construction of a bypass for an existing highway, or similar major alterations. Approval shall not be granted if reasonable and prudent alternatives exist nor if individual or cumulative approvals are likely to materially impair the conservation or preservation purposes for which the parcel was originally protected. Projects determined by the authority to be outside of the scope permitted by this chapter shall require approval from the general court.

II. The department of transportation shall submit a written request to the authority with plans and supporting documentation to demonstrate compliance with the provisions of this chapter. The authority shall hold a public hearing within 90 days of receipt of a complete request to release land and community heritage investment program interests. The authority shall provide at least 10 calendar days notice in advance of such hearing. Notification shall be made, at the expense of the department, to the landowner, local governing body and conservation commission, abutters, the Society for the Protection of New Hampshire Forests, the Nature Conservancy, the Audubon Society of New Hampshire, the New Hampshire Wildlife Federation, the New Hampshire Preservation Alliance, the local historic district commission or the local heritage commission, or both, and the county conservation district, or their successors. Notification of the public hearing shall be published, by the department, in a paper of general circulation in the municipality and shall be posted, by the department, in at least 2 public places. At the hearing or within 15 days after the hearing, a majority of the authority's voting members shall vote to approve or deny the application, unless a time extension is requested by the department. Aggrieved parties, which include all parties who must be notified under this paragraph, may appeal the authority's decision to the superior court in the same manner as planning board decisions are appealed under RSA 677:15.

III. Compensation for any interest in land obtained by the department of transportation under this section shall be at the appraised full fair market value of those property interests at the time of the department's acquisition. Alternative forms of compensation such as replacement land with comparable conservation value, or a combination of monetary compensation and replacement land may be considered in appropriate circumstances, provided all parties owning an interest in the property agree to such terms.

IV. Compensation due to municipalities and nonprofit organizations shall be dedicated to the acquisition, managing, or monitoring of protected lands consistent with the purposes of this chapter. Compensation due landowners shall be as specified in the deed or as otherwise negotiated. Any party aggrieved by the amount of compensation may file a petition with the superior court in the same manner as damage appeals are filed from the board of tax and land appeals under RSA 498-A:27.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:14

227-M:14 Public Trust. – Resource assets acquired under this chapter through the use of the trust fund for the program shall be held in public trust and used and applied for the purposes of this chapter. Notwithstanding any other provision of law relating to the disposal of publicly-owned real estate, no deviation in the uses of any resource asset so acquired to uses or purposes not consistent with the purposes of this chapter shall be permitted. The sale, transfer, conveyance, or release of any resource asset from public trust is prohibited, except as provided in RSA 227-M:13.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:15

227-M:15 Public Access; Liability. – Lands and interests in lands purchased with funds from this program by any eligible applicant shall be open in perpetuity for passive recreational purposes or shall be for the term of any farm viability term easement. Language to be used in easement interests secured through the program shall approximate the intent of the following:

I. There is hereby conveyed pedestrian access to, on, and across the property for hunting, fishing, and transitory passive recreational purposes, but not camping, by members of the public. A grantor may reserve the right to post against vehicles, motorized or otherwise and against access to active livestock fields, against access to agricultural cropland during planting and growing season, and against access to forest land during harvesting or establishment of plantations.

II. The authority shall have the discretion to limit or prohibit passive recreational use on a case-by-case basis, where this activity would be inconsistent with the purpose for protecting the property and/or when public safety would be at risk. Additionally, the authority may stipulate, as a condition of funding, on a case-by-case basis

where appropriate, that certain lands or interests in lands be available for motorized recreational uses.

III. No person, or successor in title, who has granted or sold rights of public access by virtue of an easement, right-of-way, development right, or other means in accordance with the purposes of this chapter shall be liable to a user of that right of access for injuries suffered on that portion of the access unless those injuries are caused by the willful or wanton misconduct of the grantor or successor in title.

Source. 2000, 245:1. 2006, 39:2. 2008, 136:3, eff. Aug. 5, 2008.

Section 227-M:16

227-M:16 Recapture. – If property is sold, by a seller who has received funds under this program regarding such property, to a non-eligible applicant, the program trust fund's cash investment in the property shall be returned to the program trust fund by the property seller. This section shall not apply to a sale between eligible applicants.

Source. 2000, 245:1, eff. June 8, 2000.

Section 227-M:17

227-M:17 Receipt of Grant Recorded in Registry of Deeds. – Receipt of a grant award under this program and conditions of such award shall be recorded in the registry of deeds for the county in which the property is located.

Source. 2000, 245:1, eff. June 8, 2000.



OFFICE OF THE TOWN CLERK

10 FRONT STREET • EXETER, NH • 03833-3792

DATE: June 20, 2016
TO: Chief of Police
Town of Exeter, New Hampshire
SUBJECT: Warrant for Unlicensed Dogs

Pursuant to NH RSA 466:14, entitled "Warrants, Proceedings", you are hereby directed to proceed with the issuance of a civil forfeiture for EACH unlicensed dog or seize any unlicensed dog for holding in an appropriate holding facility for a period of seven (7) days, after which title to the dog shall pass to the said holding facility.

Pursuant to NH RSA 466:16, entitled "RETURNS", you have until July 30th to return this warrant with a statement as to the number of owners who received and paid the civil forfeiture, and the number of dogs who have been seized and held under the provisions of RSA 466:14, and the number of owners who have received summons to DISTRICT COURT for failure to pay the civil forfeiture pursuant to RSA 466:13, or to license the dog(s) pursuant to RSA 466:1. All fees collected shall be turned over to the Town Clerk for processing.

Signatures to the Warrant attest:

SELECTMEN FOR THE TOWN OF EXETER

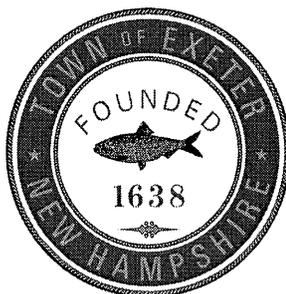
Signed this _____ day of _____, 2016

Total Dogs 2015: 194
Total Dogs 2016: 285

ANDREA J. KOHLER, CMC
EXETER TOWN CLERK
Office: 603-773-6105 Fax: 603-418-6424
akohler@exeternh.gov
www.exeternh.gov/townclerk

Working together is success.

— Henry Ford



Town of Exeter
New Hampshire

April 30, 2016

Primex^{III}
NH Public Risk Management Exchange

Center for
Public Sector
Advancement

Promoting Excellence in the Public Sector

Purpose and Intended Result of the Session

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

Participants

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

The exercise was facilitated by:

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

2015 Goals Review Discussion

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

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

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

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

Regional Waste Water Treatment Solution – Goal Achieved

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

Water Purchase with Stratham – Goal Achieved

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

Planning Department Complete Operations Review – Goal Achieved

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

General Topics for Discussion for 2016

Top 2-3 Priorities for 2016

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

Don Clement

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

Dan Chartrand

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

Julie Gilman

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

Anne Surman

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

Nancy Belanger

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

Russ Dean

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

Top 2016 Goals

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

GOAL #1: *Master Plan Update*

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

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

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

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

GOAL #3: *Community Relations and Outreach*

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

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

GOAL #4: *Capital Improvement Strategy*

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

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

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



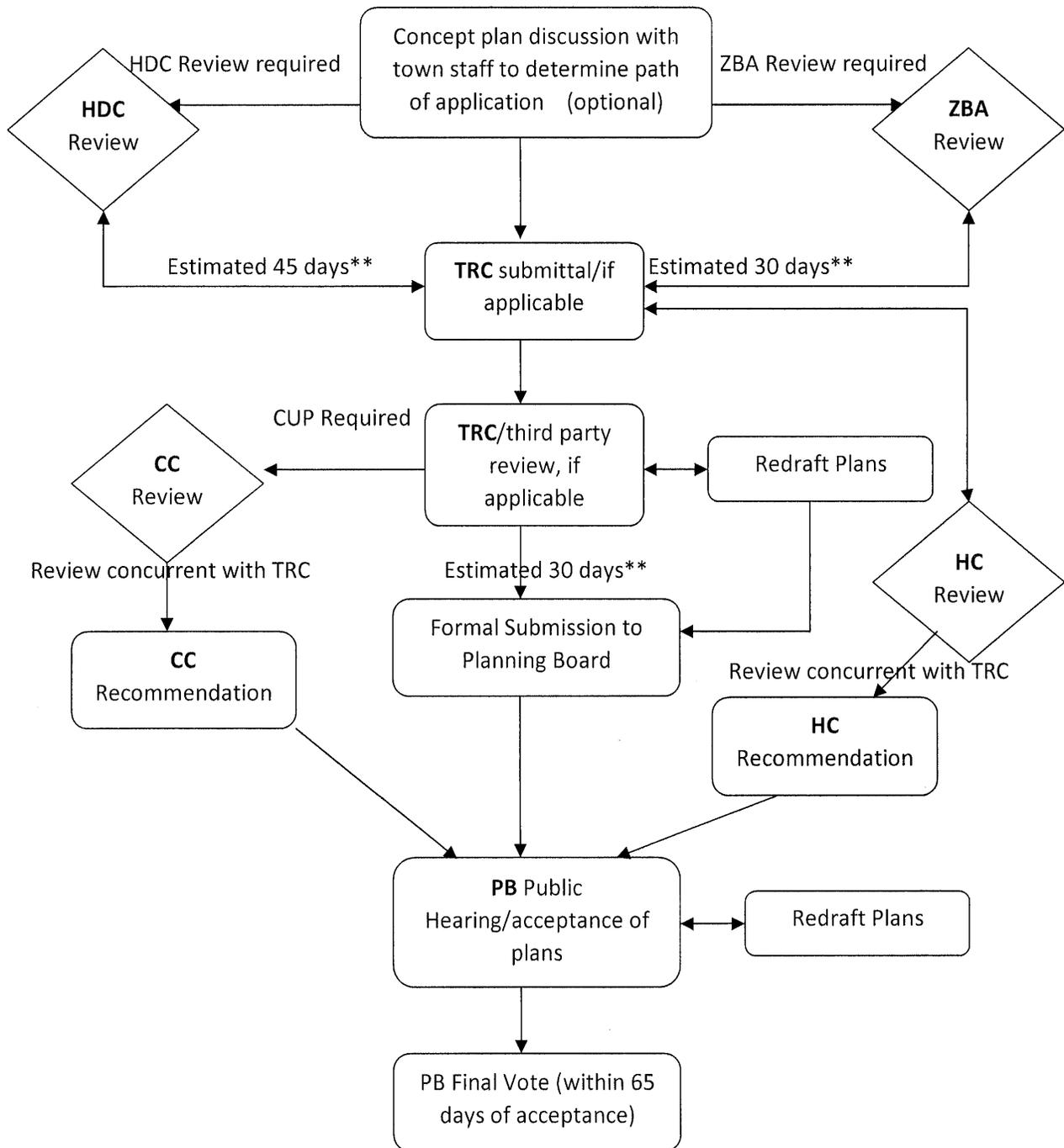
Bow Brook PLace
46 Donovan Street
Concord, NH 03301

603-225-2841
800-698-2364

www.nhprimex.org

Trust. Excellence. Service.

Planning Review Process Flow Chart*



ZBA – Zoning board of Adjustment **PB** – Planning Board **HDC** – Historic District Commission
HC – Heritage Commission **CC** – Conservation Commission

*This chart shows the local process only. State permits (AoT, Wetlands, Shoreland, etc. are not shown)

**All time estimates are approximate and can vary considerably. However, it is generally expected to take between 90 and 180 days to complete local review in the event review from all boards is required.

**AMEND CHAPTER 7 – COMMERCE REGULATIONS – EXETER TOWN
ORDINANCES**

Current ordinance to be amended by adding “Raynes Farm Conservation Area” to section 704.3

704 **Discharging Firearms**

No person shall discharge any cannon, pistol or other firearms on the property of GTE Osram/Sylvania located on Portsmouth Avenue in Exeter.

704.1 No person, firm or corporation shall fire or discharge any cannon, gun pistol or other firearm, rocket or squibs within the compact area of the Town of Exeter.

No person, firm or corporation shall, while on the property of another, fire or discharge any cannon, gun pistol or other firearm, rocket or squib within three hundred (300) feet of a dwelling, building or person.

704.2 Compact Area Defined:

Compact area shall mean the area bounded by the Department of Public Works and Highways compact zones.

704.3 Discharge of firearms on town property:

Notwithstanding the provisions of 705.1 above, no person, except a Law Enforcement Officer in the proper execution of his duties, firm or corporation shall fire or discharge any cannon, gun, pistol or other firearm, rocket or squibs upon any property owned or leased by the Town of Exeter except that at the following locations the following activities shall be permitted:

- a. A designated firing range approved by the Board of Selectmen upon recommendation of the Chief of Police with the concurrence of the Town Manager at which instruction in the use of firearms shall be allowed as part of the Police Department's training procedures:
- b. The Sportsman's Club maintained on the Water Works property, so-called, off Portsmouth Avenue, at which Sportsman's Club, the Club members shall be allowed to carry out their customary firearms activities;
- c. The following properties under the supervision of the Exeter Conservation Commission, on which property hunting for birds and mammals according to New Hampshire State Law shall be allowed:

Oaklands Town Forest

Little River Conservation Area
Smith-Page Conservation Area
Raynes Farm Conservation Area

Signed this _____ day of _____, 2016

Exeter Board of Selectmen:

Dan Chartrand, Chairman

Julie Gilman, Vice Chairwoman

Nancy Belanger, Clerk

Anne L. Surman

Don Clement

Approval Date: _____

Effective Date: _____

703.1 No person shall consume any alcoholic beverage, or have in his/her possession any open container of alcoholic beverage while in any vehicle within the geographical limits of Exeter.

704 **Discharging Firearms**

No person shall discharge any cannon, pistol or other firearms on the property of GTE Osram/Sylvania located on Portsmouth Avenue in Exeter.

704.1 No person, firm or corporation shall fire or discharge any cannon, gun pistol or other firearm, rocket or squibs within the compact area of the Town of Exeter.

No person, firm or corporation shall, while on the property of another, fire or discharge any cannon, gun pistol or other firearm, rocket or squib within three hundred (300) feet of a dwelling, building or person.

704.2 Compact Area Defined:

Compact area shall mean the area bounded by the Department of Public Works and Highways compact zones.

704.3 Discharge of firearms on town property:

Notwithstanding the provisions of 705.1 above, no person, except a Law Enforcement Officer in the proper execution of his duties, firm or corporation shall fire or discharge any cannon, gun, pistol or other firearm, rocket or squibs upon any property owned or leased by the Town of Exeter except that at the following locations the following activities shall be permitted:

- a. A designated firing range approved by the Board of Selectmen upon recommendation of the Chief of Police with the concurrence of the Town Manager at which instruction in the use of firearms shall be allowed as part of the Police Department's training procedures:
- b. The Sportsman's Club maintained on the Water Works property, so-called, off Portsmouth Avenue, at which Sportsman's Club, the Club members shall be allowed to carry out their customary firearms activities;
- c. The following properties under the supervision of the Exeter Conservation Commission, on which property hunting for birds and mammals according to New Hampshire State Law shall be allowed:

Oaklands Town Forest
Little River Conservation Area
Smith-Page Conservation Area
Raynes Farm Conservation Area

705 **Standard of Conduct – Municipal Officers**
or anything of monetary value from any contractor or potential contractor with

NOTICE: Hunting in season is permitted. Visitors should wear day-glow orange during hunting seasons.

Discharge of firearms for any other use is prohibited under Exeter Town Ordinance 704. Violators will be fined \$100 for each offense.

Active Crop Management Area.
No motor vehicles permitted on fields.

List for Selectmen's meeting June 20, 2016

Yield Tax

Map/Lot	Location	Tax Amount
46/1	Continental Dr	86.62
46/3	Continental Dr	86.62

Abatement

Map/Lot	Location	Refund
102/9	13 Powder Mill Road	1944.24
71/35	50-52 High Street	Denial
71/90	129 High St	2515.69

Memo

Date: April 18, 2016

To: Russell Dean; Doreen Ravell

From: Michael Jeffers 

RE: 10 Sanborn Street water & sewer bill (Abatement Request 4/5/16)

We received a request in April 2016, in reference to 10 Sanborn Street for high water and sewer usage on the water and sewer bill. The Town of Exeter did not perform a leak check at this time, or download any data from the meter. **We do not recommend abatement. The next step would be to remove the old meter for testing (per customer request), and install a new meter. Please note that tested older meters typically read lower than actual usage, a new meter more accurately records usage meaning water bills increase slightly.**

To grant abatement, the problem of excessive usage requires not only identifying the problem but also the documented correction of the problem. The intent of Selectmen's Policy 08-30 is to establish a one-time abatement, during any ten-year period, for up to half of the excess water consumption above normal consumption, due to an accidental, unpreventable water release. Selectmen's Policy 08-30 Line #1 partially states "In order to qualify for abatement, a customer's excess consumption must exceed the greater of 100% or 35,000 gallons above their normal average consumption. The customer must also prove that the deficiency responsible for leakage has been repaired or corrected", which the customer does meet the criteria, but has provided proof of the repair or correction. DPW does not recommend abatement due to Selectmen's Policy 08-30 Adjustment Determination Procedure line #3 in the event the source or cause of the abnormally high consumption is related to a leak due to customer negligence such as the failure to maintain internal (private) plumbing fixtures in good repair and/or protect plumbing from freezing, the customer shall be held responsible for the entire bill. If an abatement is granted, DPW has calculated the abatement, and the Water & Sewer bill should be reduced by \$413.21 dollars, for a new bill total of \$496.48, according to the Selectmen's Policy 08-30 abatement calculations.

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

Please Print:

Full Name: Judith Austin
Mailing Address: 10 Sanborn Street
Exeter, NH 03833
Service/Property Address: Same as above

Today's Date: 4/5/16
Account Number: 212131800
Route Number: _____
Phone Number: 303-594-8881

Utility Abatement Requested for: Water _____ Sewer _____ Water & Sewer X
Date of Bill: 11/30/15 Billing Period from 12/15/15 to 3/21/16 Amount of Bill: \$909.69

Owner's reason for the abatement request (Please be as specific as possible): ***Unknown to me my grandson, age 3 turned on the outside spigot for my hose. Water ran for several days until this was discovered and corrected.***

Judith Austin
Signature of Applicant

4/5/2016
Date

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 4/18/16
Comments: _____

Dept. of Public Works Recommendation: X Disapprove _____ Approve

~~W/S Advisory Committee Recommendation: _____ Disapprove _____ Approve~~

Board of Selectmen Recommendation: _____ Disapprove _____ Approve

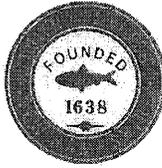
Abatement Amount: \$ 413.21

New bill total: \$ 496.48

BOS Approval/Disapproval Signature: _____ Date: _____

APR 13 2015
BY:

Town of Exeter



Water/Sewer Abatement Request Form

Please Print:

Full Name: JUDITH AUSTIN
Mailing Address: 10 SANBORN ST.
EXETER, NH 03833
Service/Property Address: 10 SANBORN ST
EXETER, NH 03833

Today's Date: 4/5/16
Account Number: 212131800
Route Number:
Phone Number: 3036948881

Utility Abatement Requested for: Water Sewer Water & Sewer
Date of Bill: _____ Billing Period from 12/15/15 to 3/21/16 Amount of Bill: \$ 909.69

Owner's reason for the abatement request (Please be as specific as possible):
UNKNOWN TO ME MY GRANDSON, AGE 3, TURNED
ON OUTSIDE SPIGOT FOR MY HOSE. WATER RAN FOR
SEVERAL DAYS UNTIL THIS WAS DISCOVERED AND
CORRECTED.

Signature of Applicant: Judith Austin Date: 4/5/16

Signature of Billing Office: _____ Date: _____

Do not write below this line

Reviewed by: _____ Date of Review: _____
Comments: _____

Total Usage= _____ gallons
-Q-year Average- (_____ + _____ + _____) / _____ = _____ gallons
Excess above average- _____ gallons
Half of Excess gets abated- _____ gallons

Due
Remaining excess- _____ gal -yr average- _____ gal Billable usage- _____ gal
Tier 1-- rates
water _____ gal * \$ _____ /1000 gal = \$ _____
sewer _____ gal * \$ _____ /1000 gal = \$ _____
Tier 2--rates
water _____ gal * \$ _____ /1000 gal = \$ _____
sewer _____ gal * \$ _____ /1000 gal = \$ _____

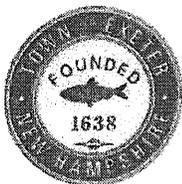
Total due= _____

Recommendation: _____ Disapprove _____ Approve Amount: \$ _____

Approval/Disapproval Signature: _____ Date: _____

If you disagree with the decision of the Department of Public Works & the Finance Department, you may appeal to the Town of Exeter Board of Selectmen. If you wish to appeal, please sign below and return this form to the Finance Department at 10 Front Street.

Signature of Applicant _____ Date _____



**TOWN OF EXETER
WATER AND SEWER COLLECTION**

10 FRONT STREET
EXETER, NH 03833-2792

For Billing Questions: (603)773-6157 7:00am -3:00 pm
EMAIL: watersewerbilling@exeternh.gov

**FOR PAYMENT QUESTIONS
(603) 773-6108**

8:15 AM - 4:00 PM

Note to Residents:

NEW 2012 WATER & SEWER RATES EFFECTIVE AS OF APRIL 2012

Water

Tier 1: \$5.72 per 1,000 gallons of use up to 29,999.
Tier 2: \$6.21 per 1,000 gallons of use 30,000 to 194,999.
Tier 3: \$6.67 per 1,000 gallons of use 195,000 and above.
Service Fee: \$28.00 per quarter (no change).

Sewer

Tier 1: \$4.44 per 1,000 gallons of use up to 29,999.
Tier 2: \$5.23 per 1,000 gallons of use 30,000 to 194,999.
Tier 3: \$5.62 per 1,000 gallons of use 195,000 and above.
Service Fee: \$28.00 per quarter (no change).

35 1 AV 0.388

P:35 / T:1 / S:



AUSTIN JUDITH
10 SANBORN ST
EXETER NH 03833-2318



BILL DETAILS 97 Days of Water Usage Previous Read Date: 12/15/2015 - Read Date: 03/21/2016

ACCOUNT NO.	BILLING PERIOD	BILLING CYCLE	METER READINGS		USAGE
			PREVIOUS	PRESENT	
212131800	12/15/2015 - 03/21/2016	Quarterly	82690	161210	78520

Your average daily use was 809.48 gallons

BILL DATE:

03/30/2016

BILLED TO:

WATER CONSUMPTION	5.720		171.59
WATER CONSUMPTION	6.210		301.32
WATER SERVICE FEE			28.00
SEWER CONSUMPTION	4.440		133.20
SEWER CONSUMPTION	5.230		253.76
SEWER SERVICE FEE			28.00

SERVICE ADDRESS:

10 SANBORN STREET

Last Payment: \$95.00 made 12/28/2015

TOTAL CURRENT CHARGES	\$	915.87
CREDIT	\$	-6.18

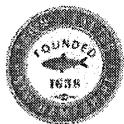
**12% ANNUAL INTEREST CHARGED
IF NOT PAID BY DUE DATE.**

TOTAL AMOUNT DUE \$ 909.69

OWNER is liable for all water bills even if not received & OWNER is responsible for preventing service pipes & meter from freezing during cold weather.
All water passing through meter will be charged, whether used, wasted, irrigation system malfunction or lost by leakage.
If we are unable to gain access to meter, or if meter is not working properly, an estimated bill will be mailed.
FAILURE to make payment may result in disconnection of service.

PLEASE SEPARATE REMITTANCE STUB AT THIS PERFORATION AND RETURN WITH PAYMENT

REMITTANCE STUB



**TOWN OF EXETER
WATER AND SEWER COLLECTION**

10 FRONT STREET
EXETER, NH 03833-2792

SERVICE LOC: 10 SANBORN STREET

BILL#: 119343

ACCOUNT NO.: 212131800

AMOUNT DUE BY 04/29/2016 : \$909.69

MAKE CHECKS PAYABLE TO: TOWN OF EXETER

Please include your account number on your check.

CHECK HERE FOR ADDRESS CHANGES AND COMPLETE REVERSE SIDE.

AMOUNT ENCLOSED

\$

AUSTIN JUDITH
10 SANBORN STREET
EXETER, NH 03833

TOWN OF EXETER
WATER AND SEWER COLLECTION
PO BOX 9520
MANCHESTER NH 03108-9520

24 0000119343 0000090969 9

10 Sanborn Street

Total Usage= 78,520 gallons

Previous 3 year 1st-Q usage average- (3,500 + + 8,510 + 3,590) / 3= 5,200 gallons

Excess above average- 73,320 gallons

Half of Excess gets abated- 36,660 gallons

What is Due vs Abatement?

Due

Half of excess	36,660	
Prev 1st-Q usage average	5,200	
	<u>41,860</u>	billable gallons

Tier 1--2015 rates

Water	29,999 gal * \$5.72/1000 gal =	\$171.59
Sewer	29,999 gal * \$4.44/1000 gal =	\$133.20
		<u>\$304.79</u>

Tier 2--2015 rates

	11,861 gal * 6.21/1000 gal =	\$73.66
	11,861 gal * 5.23/1000 gal =	\$62.03
		<u>\$135.69</u>

Total due= \$440.48

Abatement

Total water/sewer bill = \$909.69 - \$56.00 = \$853.69 less service fees & certified mailing

Abate = \$853.69 - \$440.48= \$413.21

Abate = \$413.21

New Bill Total with service fees added back

\$440.48 + \$56.00= **\$496.48**

Meter History

Start Date 1/01/2013

Town of Exeter

PrintMeterHist

End Date 12/31/2099

Name: AUSTIN JUDITH

Acct#: 000212131800

Loc: 10 SANBORN STREET

Meter# 80096380

Read Date	Prev Read	Reading	Usage	Est
		Meter Total:	0	

Meter# 0086020570

Read Date	Prev Read	Reading	Usage	Est
9/04/2013	105,550	119,740	14,190	N
6/20/2013	95,450	105,550	10,100	N
3/21/2013	91,950	95,450	3,500	N
		Meter Total:	27,790	

Meter# 1834683895

Read Date	Prev Read	Reading	Usage	Est
3/21/2016	82,690	161,210	78,520	N
12/15/2015	79,460	82,690	3,230	N
9/16/2015	71,290	79,460	8,170	N
6/16/2015	60,200	71,290	11,090	N
3/18/2015	56,610	60,200	3,590	N
12/17/2014	48,640	56,610	7,970	N
9/17/2014	35,370	48,640	13,270	N
6/18/2014	21,960	35,370	13,410	N
3/18/2014	13,450	21,960	8,510	N
12/19/2013	2,270	13,450	11,180	N
9/23/2013	0	2,270	2,270	
		Meter Total:	161,210	
		Acct Total	189,000	

**TOWN OF EXETER
CONSERVATION COMMISSION MEMORANDUM**

Date: June 16, 2016
To: Exeter Board of Selectmen *KM*
From: Kristen Murphy, Natural Resource Planner for the Conservation Commission
Subject: Timber Tax for Henderson Swasey Town Forest Continued Timber Harvest

The harvesting of timber at the Henderson Swasey Town Forest was put on hold during the spring thaw. With the drier weather we have had, conditions are again conducive to harvesting and the logging company we have contracted with will have some available time in early July to return and complete the harvest. As required, they have filed a timber tax form to cover this work.

During your December 28th, 2016 Board of Selectmen's meeting you voted to waive the timber tax fees for the Town Forest. Since the harvest is occurring after the new tax year, a new timber tax form was required. The Conservation Commission at their June 14th meeting requested your consideration to again waive the timber tax for the final stages of this harvest.

(Assigned by Municipality)

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION NOTICE OF INTENT TO CUT WOOD OR TIMBER

YR TOWN OP# T

For Tax Year April 1, 16 to March 31, 17

PLEASE TYPE OR PRINT (If filling in form on-line, use TAB Key to move through fields)

- 1. Town/City of: EXETER
2. Tax Map/Block/Lot or USFS Sale Name & Unit No. MAP 49, LOT 8 (HENDERSON-SWASEY TOWN FOREST)
3. Intent Type: Original Supplemental
4. Name of Access Road: NEWFIELDS ROAD
5a. Acreage of Lot 221+/- Acreage of Cut 40+/-
5b. Anticipated Start Date: 7/1/2016
6. Type of ownership (check only one): a. Owner of Land and Stumpage (Joint Tenants) b. Owner of Land and Stumpage (Tenants in Common) c. Previous owner retaining deeded timber rights d. Owner/Purchaser of stumpage & timber rights on public lands

REPORT OF CUT / CERTIFICATE TO BE SENT TO: OWNER OR LOGGER / FORESTER BY MAIL OR E-MAIL

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first.

Timber Tax Information is Available at www.revenue.nh.gov Questions?? Call (603) 230-5950

SCOTT SWEET SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

SWEET'S LOGGING & LANDCLEARING, INC. P.O. BOX 234 STRAFFORD NH 03884 (603) 765-4157

Table with 3 columns: Species, Estimated Amount To Be Cut, and MBF. Rows include White Pine, Hemlock, Red Pine, Spruce & Fir, Hard Maple, White Birch, Yellow Birch, Oak, Ash, Beech & Soft Maple, Pallet or Tie Logs, Other (Specify), Pulpwood, Spruce & Fir, Hardwood & Aspen, Pine, Hemlock, Whole Tree Chips, Miscellaneous, High Grade Spruce/Fir, Cordwood & Fuelwood.

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner.

SCOTT SWEET SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE P.O. BOX 234 STRAFFORD NH 03884 (603) 765-4157

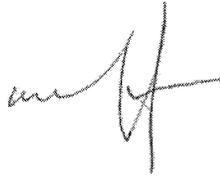
FOR MUNICIPAL ASSESSING OFFICIALS ONLY

- The Selectmen/Municipal Assessing Officials hereby certify that: 1. All owners of record have signed the Intent; 2. The land is not under the Current Use Unproductive category; 3. The form is complete and accurate; and 4. Any timber tax bond required has been received. 5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10. 6. This form to be forwarded to DRA within 30 days.

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

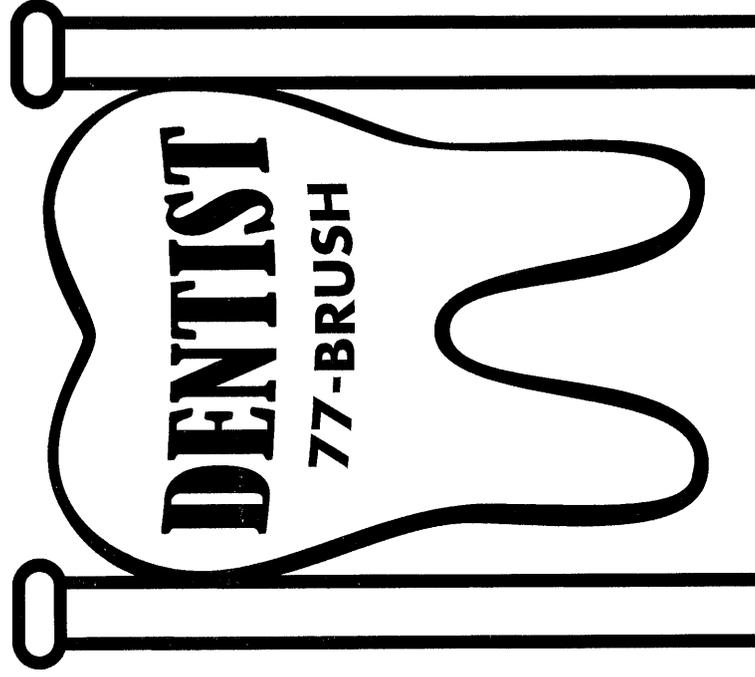
**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Director of Parks and Recreation
RE: Sponsorship Banner Approval
DATE: 6/17/2016



Exeter Parks and Recreation is seeking approval for a sponsorship banner to be hung at Brickyard Park from July 8th-July 25th and August 12th-October 24th for sponsorship of our Flag Football Program. Rockingham Dental of 16 Hampton Rd, Exeter, NH. The banner is approximately 6' by 3' and will be hung in accordance to the Sponsorship policy adopted by the BOS on September 21st, 2015. Our Flag Football Program runs with a summer camp from July 11th-22nd while the season kicks off on August 15th and runs through October 22nd. The banner was provided by Rockingham Dental at no cost to the town. Sponsorship for this program was \$1,000.

Rockingham Dental Group - Exeter



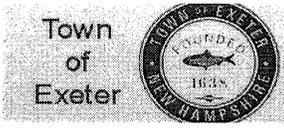
Dr. Meaghan Collamore, DMD
General Dentist

Dr. Julian Osorio, DMD, M.Sc.D
Prosthodontist

16 Hampton Rd., Exeter, NH 03833
603-772-7874

A Proud Sponsor of Exeter Parks and Recreation Flag Football

www.RockinghamDentalGroup.com



Russ Dean <rdean@exeternh.gov>

First Banner

Greg Bisson <gbisson@exeternh.gov>

Thu, Jun 2, 2016 at 8:07 AM

To: Russ Dean <rdean@exeternh.gov>, Mike Favreau <mfavreau@exeternh.gov>

Hi Russ,

We had the Rockingham dental group sponsor flag football and requested to put a small banner at Brickyard. The banner would only be 3' W x 6' L. It would face in as the policy required.

Greg Bisson

Assistant Director

Exeter Parks and Recreation

Follow us!



 **Rockingham Dental Banner 60x36.pdf**
329K

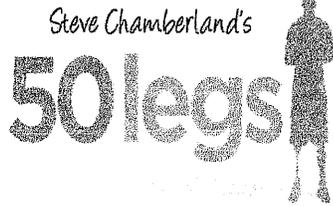
Memo

To: The Exeter Board of Selectmen
From: Brian Comeau, Fire Chief
CC: Russell, Dean, Town Manager
Date: 6/16/16
Re: Sale of town vehicle

The Exeter Fire Department is requesting approval from the Board to sell the fire departments 2001 Ford F350 pickup utility vehicle.

The vehicle was first advertised for sealed bid and the town received no bids. We then advertised it on NH Craigslist and received a number of calls. Two town employees also have expressed interest. The first employee to respond was Justin Chase one of the fire departments newest members.

Justin is prepared to pay \$ 6,000.00 for the truck; twice the trade value offered by the dealer.



50 Legs in 50 Days
P.O. Box 1086
Lithia, FL 33547

PHONE
(813) 310-1368

EMAIL
Tiffany@50legs.org

WEB
<http://www.50legs.org>

June 15, 2016

Dear Sir or Madam of the Town of Exeter,

On behalf, of 50 legs I would like to thank you in advance for your time and consideration. I am writing to inform you about a one of your residents, a remarkable eight year old boy named Martin Elie. Last year Martin raised over \$1,000.00 for a non-profit organization by selling baked goods. It is obvious he has found a love for philanthropy at such a young age. He is seeking the opportunity to hold another bake sale on Saturday, July 23, 2016, in front of Exeter Music. Exeter Music is located at 135 Water Street. Martin has the approval of Mr. Rich Bowels, owner of Exeter Music, to use a small portion of the sidewalk space in front of the store for the sale.

Martin is going donate the money raised at the sale to 50 Legs. Martin Elie has permission from 50 legs to hold a fundraiser in our name. 50 Legs, a tax-exempt organization that has served amputees since 2011. We provide amputees of all ages with prosthetic legs and have assisted residents of New Hampshire. To date, 50 legs has helped more than 150 amputees from across the United States.

Martin is seeking a permit to hold this years bake sale. Your generous support in granting Martin Elie the permit will directly help amputees with the necessary care and prosthetics that they could not otherwise afford and to help them live a happier and healthier life.

Thank you for your kind consideration.

Sincerely,

A handwritten signature in cursive script that reads "Tiffany Willis".

Tiffany Willis
50 Legs in Fifty Days
813-310-1368
Tiffany@50legs.org

50Legs in 50 days is a tax-exempt charity under the IRS code section 501c3, tax ID# 45-3446373

"A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800-435-7352) WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE." CH39076

6/10/16

Exeter Music
135 Water St.
Exeter, NH.

As owner of Exeter Music, I am pleased to
allow Martin + Heather Elie to have a
table in front of my store for a Bake Sale
Fund Raiser.

Last year we had ~~much~~^{lots} positive feedback
from our patrons about it. Good cause
and good people.

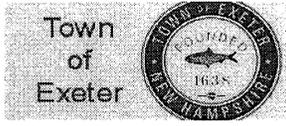
Any questions please call me.

Richard Bowles
owner Exeter Music.

603-772-5440

**Town Facilities / Permits
June/July 2016**

Date of Event	Event Hours	Facility/Permit	Group	Purpose
6/18	7 AM - 2 PM	Road	Fire Association	Boot Drive
6/22	12 - 1:30 PM	Town Hall	Public Works	Walter Dow's Retirement
6/23	2 - 6:30 PM	Swasey Parkway Road	Seacoast Eat Local	Farmer's Market
6/23- 6/26	All day	Swasey Parkway Road	Chamber	Set up and Fall Festival
6/23	5 - 8:30 PM	Swasey Parkway Road	Parks and Rec	Summer Concerts
6/26	11 AM - 3:30 PM	Town Hall	Ms. NH Pageant	Platform pageant
6/27	7:30 - 9 PM	Bandstand	Brass Band	Concert
6/30	2 - 6:30 PM	Swasey Parkway Road	Seacoast Eat Local	Farmer's Market
6/30	5 - 8:30 PM	Swasey Parkway Road	Parks and Rec	Summer Concerts
7/1	3 - 9 PM	Bandstand	Arts Committee	First Friday Concerts
7/4	7:30 - 9 PM	Bandstand	Brass Band	Concert
7/7	2 - 6:30 PM	Swasey Parkway Road	Seacoast Eat Local	Farmer's Market
7/7	5 - 8:30 PM	Swasey Parkway Road	Parks and Rec	Summer Concerts
7/7	3 - 5 PM	Swasey Parkway Road	Water St. Bookstore	Scholastics
7/9	7:30 AM - 3 PM	Road	Granite State Quest	Road Race
7/11	7:30 - 9 PM	Bandstand	Brass Band	Concert
7/14	2 - 6:30 PM	Swasey Parkway Road	Seacoast Eat Local	Farmer's Market
7/14	5 - 8:30 PM	Swasey Parkway Road	Parks and Rec	Summer Concerts
7/16		Road	AIM	Festival
7/16	6 - 10 PM	Swasey Parkway Road	Parks and Rec	Concert & Fireworks
7/18	7:30 - 9 PM	Bandstand	Brass Band	Concert
7/21	2 - 6:30 PM	Swasey Parkway Road	Seacoast Eat Local	Farmer's Market
7/21	6 - 9 PM	Town Hall	Seacoast Photography	Meeting
7/25	7:30 - 9 PM	Bandstand	Brass Band	Concert
7/28	2 - 6:30 PM	Swasey Parkway Road	Seacoast Eat Local	Farmer's Market
7/28	5 - 10 PM	Swasey Parkway Road	Heron	Outdoor Movie



Russ Dean <rdean@exeternh.gov>

Exeter Construction Update

Jennifer Mates <jmates@exeternh.gov>

Mon, Jun 13, 2016 at 3:17 PM

To: Jay Perkins <jperkins@exeternh.gov>, Jennifer Perry <jperry@exeternh.gov>, Russell Dean <rdean@exeternh.gov>, Paul Vlasich <pvlasic@exeternh.gov>, Jason Rucker <jrucker@exeternh.gov>

Compliments...

Jennifer Mates, P.E.
Assistant Town Engineer
Public Works Department
13 Newfields Road
Exeter, NH 03833
(603) 418-6431
jmates@exeternh.gov

Like us on Facebook!

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

From: **Florence Florence** <florence@ruffnerre.net>

Date: Fri, Jun 10, 2016 at 6:28 PM

Subject: Re: Exeter Construction Update

To: Jennifer Mates <jmates@exeternh.gov>

Jennifer,

The sidewalks look fabulous and the workers have done a great job and very quickly.

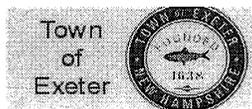
Great job!

Thanks,
Florence

Florence C. Ruffner CRS
Owner/Broker

Ruffner Real Estate LLC
185 Water Street
Exeter, NH 03833
Office: (603)-772-6675 x4
Cell: (603)-674-5440
florence@ruffnerre.net
www.ruffner-re.com

[Quoted text hidden]



Russ Dean <rdean@exeternh.gov>

Fwd: HealthTrust Summit 09/28/19

Nancy Belanger <nbelanger@exeternh.gov>

Wed, Jun 15, 2016 at 7:57 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

for packet

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

From: **HealthTrust Executive Director** <healthtrust-ed@healthtrustnh.org>

Date: Tue, Jun 14, 2016 at 3:10 PM

Subject: HealthTrust Summit 09/28/19

To: "nbelanger@exeternh.gov" <nbelanger@exeternh.gov>

Registration
Now Open!



HEALTH
SUMMIT

Brought to you by HealthTrust



Engage.

Take the Wheel.

September 28, 2016

8:00 a.m. to 4:00 p.m.

The Grappone Conference Center, Concord

Affordable healthcare is everyone's responsibility. Join HealthTrust for a comprehensive look at medical consumerism. It could mean better health, greater savings and peace of mind for you and your employees.

Preliminary Program

8:00 a.m. **Registration**

- Continental Breakfast

Sessions

Engagement at Your Fingertips: Increasing employee engagement in medical care requires information and a variety of intuitive tools. In this session, attendees will learn about the latest enhancements to HealthTrust's telemedicine options, digital innovation that can maximize the prescription benefits

Illustration by Scott Gagne, HealthTrust staff

- Benefits and Wellness rooms open
- Biometric health screenings and flu shots available

- 8:45 a.m. **Opening Remarks**
- 9:00 a.m. **Keynote Address**
- 10:30 a.m. **Morning General Session**
- 12:15 p.m. **Luncheon Session**
- 1:45 p.m. **Afternoon General Sessions**
- 4:00 p.m. **Adjourn**

clinical innovation that can maximize the prescription benefit, and the latest enhancements to online and mobile tools that work in tandem to promote wellness and contain costs.

Building a Culture of Wellness: This luncheon panel will highlight Member group wellness coordinators who have successfully implemented wellness in their workplaces. Their stories will cover what has worked for them – providing a “how-to” for groups ready to create a culture of wellness at their worksite.

Provider Collaboration and Other Value-based Programs: HealthTrust and Anthem believe that our health connects us all. In this session, Anthem representatives will discuss their focus on developing long-term relationships that unite the silos of healthcare – strengthening the bonds between patients and doctors, primary care providers, specialists and hospitals – to enable the seamless delivery of the right care at the right time.

Negotiating and Implementing Plan Changes: This panel discussion will address how management and labor representatives have worked together to successfully implement plan design changes, including deductible plans, site of service plans and prescription benefit options.

This conference is geared toward:

Elected officials, town managers/administrators, superintendents, finance directors, business administrators, wellness coordinators, labor representatives, human resource personnel and other interested staff.

Complimentary to Health Trust Members

For questions or special accommodations, contact us at info@healthtrustnh.org.

The Health Summit is complimentary and designed for HealthTrust Members and HealthTrust's invited guests. Space is limited. To register, go to the Calendar of Events at www.healthtrustnh.org or [click here](#).



6 attachments



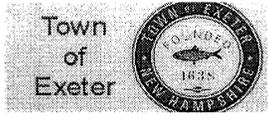
image011.jpg
1174K

image001.emz
2K

image002.emz
2K

image003.emz
2K

image004.emz
2K



Russ Dean <rdean@exeternh.gov>

You're invited!

Trisha Allen <tallen@exeternh.gov>
To: Everyone <Everyone@exeternh.gov>

Fri, Jun 10, 2016 at 12:07 PM

PLEASE JOIN US FOR A SURPRISE
Retirement Party

IN HONOR OF

Walter Dow

June 22, 2016 12:00-1:30

Exeter Town Hall
10 Front St

We invite you to share in the celebration
as we send Walter off with all our best
after **50** years of service with the Town of Exeter!

Lunch & Refreshments will be served!

R.S.V.P. to the DPW Office 603-773-6157

Trisha Allen
Office Manager

Information Handout

DEPARTMENT OF PUBLIC WORKS
EXETER, NEW HAMPSHIRE

WATER SERVICE INTERRUPTION

**Week of June 14th-High Street (Portsmouth Ave to Buzzel Ave), Gardner Street,
Marlboro Street**

**Week of June 20th-High Street (Buzzel Ave to Folsom St), Rocky Hill Rd, Folsom St,
Folsom Ct, Fox Chapel Ct**

This notice is being given to you because there will be a temporary interruption in the water service to your building due to residential water service repairs for the next 3 weeks. This is necessary to increase residential water flow in the service line.

The work will begin about 730 am, Tuesday, June 14, 2016, and continue through the next 3 weeks. The water main will be shut down around 900 am. We anticipate the water services to be down for about 3-4 hours. Provisions should be made for longer disruption should problems develop. It is recommended that you have an adequate supply for the day. Precautions may include filling pitchers or plastic jugs for drinking water, filling sink and bathtubs for domestic use or purchasing bottled water.

We apologize for any inconveniences and thank you for your cooperation.

Property Owner: Please make sure that all of your tenants are aware of the water service interruption.

For questions call:

Michael Jeffers, Exeter Water Department, (603) 773-6157 ext. 165 or at mjeffers@exeternh.gov
Matt Berube, Exeter Water Department, (603) 773-6157 ext. 167 or at mberube@exeternh.gov
Steve Tucker, Exeter Water Department, (603) 773-6157 ext. 462 or at stucker@exeternh.gov

To: Jennifer Perry, Director of Public Works, Town of Exeter
Cc: Edward Donahue, President, MFSG
From: Michael Maker, Senior Manager, MFSG
Re: Memorandum – Exeter Water and Wastewater System Rate Study Kickoff Meeting
Date: May 27, 2016

This memorandum documents the key points of the kickoff meeting between the Municipal & Financial Services Group (MFSG) and the Town of Exeter to initiate the water and wastewater system rate study. The meeting took place in the Nowak Room at the Town Office, (10 Front Street, 2nd floor) on April 21, 2016 at 8:30 AM.

Meeting Attendees (by organization, then name in alphabetical order)

Name	Organization / Title
Nancy Belanger	Selectwoman
Matt Berube	Water/Sewer Engineering Tech
Russ Dean	Town Manager
Linda Fecteau	Deputy Tax (and W/S) Collector
Michael Jeffers	Water/Sewer Managing Engineer
Desiree Murphy	Water/Sewer Utilities Clerk
Jennifer Perry	Director of Public Works
Doreen Ravell	Finance Director
Dave Sharples	Town Planner
Jim Tanis	Water/Sewer Advisory Committee
Laura Zogopoulos	Accountant
Ed Donahue	MFSG, President
Mike Maker	MFSG, Manager

Background and Assumptions

- Exeter is a Senate Bill 2 (SB2) Town, which is a form of town meeting that has two sessions (a town meeting and a popular vote): the first session (deliberative session) is for explanation, discussion, debate and amendments to the proposed operating budget and warrant articles and the second session (voting session) allows voters to cast an official ballot to pass/fail proposed articles
- There is a 5-member Board of Selectmen
- The Town Manager has worked for the Town for 11 years (he previously worked for the Town of Needham, MA)
- The Town has an Advisory Committee that reviews water and sewer rates once per year
- The Town population is 15,000 and the water and sewer system serves 3/4 of the Town
 - growth in the decade 2000-2010 was 1.8% according to the 2010 census; growth has slowed considerably population-wise since the 1980s and 1990s
- For debt issuances, the Town does not want to exceed a maturity of 20 years
- Water reserves are currently down

Infrastructure

- There are only 5 line breaks per year
- 25% of pipes are over 100 years old

- The Town does not fluoridate the water
- Mains are flushed 2 times per year

Wastewater Treatment Plant Upgrade

- A \$49.98 million bond warrant article was passed at the March 2016 Town Meeting for the construction of a new wastewater treatment facility
 - The ballot required 60% approval and got 75%
- The facility will significantly reduce nutrient and contaminant loads to the receiving waters of the Squamscott River and Great Bay downstream
- The construction period for the project will take 2 years and should be finished by the end of 2018
- The cost of the facility is anticipated to increase sewer user rates by more than 2.5-fold for the typical residential user
- The Town could use property taxes for the upgrade; however, then tax exempt properties would not have to pay
 - The Town’s current tax rate is \$25.54 per \$1,000 of assessed value; the median home value is over \$300,000 which means almost 50% of the single family home stock is estimated to be below \$300,000 in value; properties are assessed at 97% of market value
- The Town has been researching and applying for financial assistance through a number of agencies and programs
- An informational brochure was developed pertaining to the upgrade

Customer Base and Usage

- The Town has a diverse housing stock: single family homes, 1,000 mobile homes, 1,000 apartments, 1,000 condos
 - need to take into consideration these customer types and new customers
 - need to look at customers and usage per customer
 - need to stratify by residential (single family, condos, mobile homes) and non-residential customers
- North of Route 101 is individual wells and septic systems
- Two mobile home parks have individual meters, as opposed to master metered

Largest Customers

- The three largest water users are Riverwoods retirement community, Philips Exeter Academy (PEA) and Exeter Hospital
- PEA most likely peaks at different times of year (not summer) than typical residential customers
- Exeter Hospital is finishing a major conservation project
- Osram Sylvania/GE is also looking at conservation measures
- Chemtan is a company that produces chemicals for leather tanning

Usage Charges and Service Charges

- Switched to multitier rates 10 years or so ago
- The quarterly tier system was initially developed as follows:
 - tier 1 (up to 29,999 gallons) was set to capture the majority of residential customer usage
 - tier 2 (from 30,000 to 194,999 gallons) was set to capture the majority of commercial customer usage
 - tier 3 (over 194,999 gallons) was set to capture large customer usage (there are only 5 or 6 customers that are in tier 3)
- The Town would like to explore a possible separate non-residential rate

- A separate line item for the cost of the treatment plant may be helpful on the bill
- The Town previously varied the service charge by meter size but no longer does
- The Town would like to know if there are any inequities in the usage tiers and service fees
- There is an entire mobile park that has only 3 meters so they only pay 3 service charges
 - The residents of the park said they should all be in tier 1 – if that is the case, then they should also each pay a service charge
- A condo building just pays one service charge now and not per unit
- A fixed charge composed of an admin fee per bill and one that varies by meter size might be helpful
- Town buildings are metered and charged

Bulk Rate

- Commercial customers who connect to fire hydrants to fill pools or to obtain water for construction sites for cement pay a bulk water rate
- The current bulk water rate is 2 cents per gallons
- This rate should probably be the same as the current rate

Outside Town Charges

- The Town of Hampton is billed (once per year) a flat fee based on the total number of houses
- The NH Public Utilities Commission (PUC) regulates outside service area charges and has stated that the Town of Exeter must charge the same rate to outside Town customers

Metering and Billing

- There are three meter districts which do not have an equal number of meter reads:
 - District 1: 1,500 meters
 - District 2: 1,200 meters
 - District 3: 800 meters
- Automatic meter reading (AMR) is now in place for all customers
- The billing system is currently MuniSmart
- An RFP is being developed for new billing software
- Meter readings do not need to be rounded to the nearest 1,000 gallons as the Town can read and charge per gallon
- The pros and cons of monthly billing may be something to explore
- Some sewer only customers have a meter on their wells that are read

Late Bills and Shutoffs

- About 425 delinquency notices are sent every 3 months
- About 130 shutoff notices are sent out, but the Town does not actually shut off this many as customers pay their bills right before being shut off
- A sewer only customer could be shut off if a valve was installed
- A lien could be put on a customer's property but the Town has never done this

Assessment Fees

- The assessment fee is based on a table from the NH Department of Environmental Services (DES) that is based on 80% of anticipated usage in gallons per day (gpd)
- There is an ordinance requirement for properties to connect to the sewer system if they lie within 100 feet of a main, but there is not a requirement for water connection – a property owner could essentially drill a well if he/she wanted

Deduct Meters

- The Town would like to review the deduct meter policy
- The Town does not allow commercial deduct/irrigation meters but has been getting a lot of calls desiring them

Fire Protection

- The Town does not charge for fire protection or fire hydrants
- The Town meets its fire flow ISO (International Organization for Standardization) rating of 3,400 gallons per minute (gpm)

Industrial Pretreatment

- There are 5 industrial pretreatment customers who are charged for pretreatment of industrial strength sewage
- The fee is mass based: biochemical oxygen demand (BOD) x volume
- The hospital pays the fee - some others do not as they treat sewage to normal strength themselves

Schedule/Timing

- The Town's fiscal year is January 1 to December 31 (calendar year basis)
- Rates are effective April 1
- There was just a water rate increase (not sewer) on April 1, 2016
- New rates would be effective on April 1, 2017
 - this would give three full months after a rate hearing before rate increase hits

Next Steps

- MFSG will develop the revenue requirements incorporating the suggestions from the discussion and data provided
- The annual revenue requirements for the next 10 years will be compared with the annual revenues under current rates and fees to identify anticipated annual increases required
- MFSG will attend a public meeting (tentatively set for mid-June) to present the revenue requirements, financial plan (preliminary required rate increases) and potential alternative rate designs as well as meet with the 3 largest customers to inform them of the study and potential rate increase

Mr. Chairman, a request I made to you for information as a select board member was denied so I feel that this leaves me with little recourse but to exercise my rights as a private citizen.

I am submitting a 91-A request to review and/or make copies of a written prepared statement you read at the May 24th special Selectmen's meeting.

Because you made the decision to not have the meeting televised, without the consent of the rest of the board I might add, I have no way to review what you said.

This is a formal request under the New Hampshire Access to Governmental Records and Meetings Chapter 91-A for the written notes and/or statement read by Selectman Dan Chartrand at the special selectmen's meeting May 24th, 2016.

The prepared statement was read into the meeting and thus became a part of the public record. Per the 91-A RSA, written notes that were disclosed to a quorum of the board and the general public are allowed by law to be inspected.

Respectfully submitted on June 6, 2016 by
Donald Clement
5 Thelma Drive
Exeter, NH



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

Mr. Donald Clement
5 Thelma Drive
Exeter, NH 03833

10 June 2016

Mr. Clement,

Thank for your request of June 6, 2016 provided for under NH SA 91-A.

Chairman Chartrand has travelled to a retreat on the 7th and won't be back for some days. In his absence he delegated me with the task to respond to your request.

Your request for the Chairman's personal notes is denied as the document you seek are exempt under RSA 91-A:5.

Sincerely,

Julie D. Gilman, Vice-chair
Exeter Board of Selectmen

Julie D Gilman

From: Julie D Gilman <juliedgilman@comcast.net>
Sent: Monday, June 13, 2016 7:20 AM
To: Don Clement
Subject: 91-a request
Attachments: clement 91-a 060616.jpg

Mr. Clement,
Attached please find the response to your NH RSA 91-a request of Jun 6, 2016.
The original is at the Town Manager's office.

Julie Gilman