

**Exeter Board of Selectmen Meeting
Monday, July 25th, 2016, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

1. Call Meeting to Order
2. Public Comment
3. Minutes & Proclamations
 - a. Proclamations/Recognitions
 - b. Minutes: Regular Meetings: July 11th, 2016
 - c. Minutes: Special Meetings: May 24th, 2016
4. Appointments
5. Discussion/Action Items
 - a. New Business
 - i. 2016 BOS Goals – Economic Development
 - ii. Town Clerk Hours Proposal
 - iii. Quarterly Financial Report – Finance Department
 - iv. Cemetery Trustees Discussion
 - b. Old Business
 - i. Update – 3 Sanborn Street
6. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Selectmen's Committee Reports
 - e. Correspondence
7. Review Board Calendar
8. Non-Public Session
9. Adjournment

Daniel Chartrand, Chairman
Exeter Selectboard

Posted: 7/22/16 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

Draft Minutes

Exeter Board of Selectmen

July 11, 2016

1. Call Meeting to Order

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

2. Bid Awards – Kingston Road Shoulder Widening Design

Mr. Dean said this is for a project that was approved in March 2015. It is covered 80% by the State. DPW went through the RFQ process on this and recommend CMA be awarded the bid for \$107,292. This has been vetted by the State. Selectman Clement said his packet does not include all the information needed to give a frame of reference. Mr. Dean said this is a \$750,000 project.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger that the BOS award the bid for the Kingston Road Shoulder Widening Project design and engineering to CMA Engineers for \$107,292. Motion carried – all in favor.

3. Surplus: Fire Utility Vehicle

Mr. Dean the bidder did not bid on this so they are on to the next plan. He said there was nothing to report on this tonight.

4. Public Comment

Gerry Hamel spoke on the 4-acre parcel of land that abuts Public Works. It has been proposed to buy this land and Mr. Hamel informed the Board that this was the site of a greenhouse at one time. He said it might be a great deal, but said the town should test the land before buying it.

Brian Griset said in the packet there are emails from himself to the town. He said there is also a memo from the Town Manager regarding 91-A. He said he thought the whole Selectboard should be concerned about the public's Right to Know Law. He said he requested documents on June 6 and still didn't receive them by June 18. He said his verbal requests were ignored so he submitted written requests and got no reply. He requested all documents about who authorized the purchase of the decorative lighting and what money was used for it. He

said on June 20 the Town Manager contacted the Finance Department, and said this was well beyond the 5-day statutory requirement. He said it appeared Mr. Dean authorized the purchase of the light. He said he is still waiting for answers on where the money came from. Selectman Clement said in the last group of emails Mr. Griset asked for more information, and he felt the Board has not complied with this request. He said they need to meet the requirements and fulfill his request. Vice Chair Gilman said she is concerned with the 5-day response time and said they need to fulfill this. Chair Chartrand said he believed that just because the requester didn't find what he was looking for, doesn't mean his request has not been fulfilled. He said they will look into Mr. Griset's request again.

Don Woodward spoke, saying the Kingston Road Shoulder Widening Project needs to run through the State. He talked about the grant that the town needs to apply for and said this may take a while. Selectman Clement said funding on this will be taken up Wednesday night at the RPC meeting which is a 7:00pm at the Portsmouth Library.

5. Minutes and Proclamations

a. Proclamations/Recognitions.

None.

b. Minutes: Regular Meeting: June 20, 2016

Selectwoman Belanger had an amendment to add that she was present at this meeting.

Vice Chair Gilman had an amendment to change "rand" to "rank" on page 8.

Selectman Clement had an amendment on page 2 to change Selectwoman Belanger from "recused" to "abstained" in a Motion. He made the same amendment on page 3. He made an amendment on page 6 changing "Watershed Plan" to "Stormwater Management Regulations". He had an amendment on page 10 changing "it" to "the light" and to delete the sentence beginning with "If anything got coded to the warrant article...". His last amendment was to page 10, changing "Housing Authority" to "Housing Committee".

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve the minutes of the June 20, 2016 BOS meeting, as amended by herself, Vice Chair Gilman and Selectman Clement, and as submitted by Nicole Piper. Motion carried – all in favor.

c. Minutes: Special Meeting: June 27, 2016

Motion: A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve the minutes of the June 27, 2016 Special Meeting, as submitted by the Town Manager Russell Dean. Motion carried – 4-0-1 vote. Selectwoman Surman abstained.

Selectman Clement said the minutes regarding the June 6 meeting where Vice Chair Gilman rescinded a Motion on abatement, that there was a lot of information missing. He also said they still don't have the minutes of the May 24 meeting.

6. Appointments

There were no appointments.

7. Discussion/Action Items

a. New Business

i) Great Bay Kids re: 64 Epping Road property

Joe Lessard, Assessor from MRI Resources, Inc., said Great Bay Kids has applied to be tax exempt and their application is under review. He said about 12 organizations apply each year for MRI to review and make recommendations to the BOS. He said he has a lot of information from Great Bay Kids, and most of it has been looked through.

Selectwoman Surman asked if Great Bay gets a tax bill now. Mr. Lessard said they do. Selectwoman Surman asked if they are applying for exemption now because they are a new business in Exeter. Mr. Lessard said yes, and added it has not yet been determined if they are exempt.

Mr. Dean recused himself from the discussion because his children attend Great Bay Kids.

Katelyn Dennis, Executive Director of Great Bay Kids, said they were told that by June 30 they would have a decision by the Board. She said their tax bill was due then and they still don't have a decision. Mr. Lessard said he wasn't aware of the June 30 deadline and said there was no way that could have happened.

Chair Chartrand asked if they would still be charged interest and penalties since this the application is still under review. Mr. Lessard said that is the decision of the Board. He said the final decision of whether or not they will be exempt is the decision of the Board as well.

Ms. Dennis said they applied for exemption last year. She said they didn't receive a formal response so they had to come up with the money to pay the tax bill.

Ms. Dennis went into some history of Great Bay Kids, saying it originated in 1967 in Newmarket, then opened in Exeter in 1975 when they leased from the school. There are 600 kids in the agency and 135 employees. They have a 49 year history of providing childcare. Over 85% of their families in the Exeter site are from Exeter. Great Bay Kids is a 501-c non-profit organization. She went on to highlight some information about a child's learning from age birth to 5. She said their 49 teachers are all licensed employees with college degrees. They provide the curriculum and planning. She talked about the teacher's credentials and how the school's goals fulfill NH's state requirements for teaching kindergarten. Great Bay Kids is not a large non-profit; they have a tight margin and low, modest salaries. She said if the exemption is denied it could affect this drastically.

Selectwoman Belanger asked if the planned curriculum is overseen by the State. Ms. Dennis said their minimum requirement is to be licensed. She said Great Bay Kids is a step above that because they are licensed plus. They use Create A Curriculum. Teachers are required to plan weekly, very much like a public school. There are parent/teacher conferences for all ages.

Selectwoman Surman asked what kind of a non-profit they are. Ms. Dennis said they are listed as an educational institute, which would qualify them to be exempt.

Selectman Clement said he hasn't seen any of the information Ms. Dennis provided, and asked where it was. Ms. Dennis said she gave it to Mr. Dean, and it is now with the Assessor.

Vice Chair Gilman said she appreciates all the information Ms. Dennis provided, and said the Board is at a point where they need to hear from the Assessor.

Chair Chartrand asked when MRI was hired by the town for assessing. Mr. Dean said he believed in 2014. Chair Chartrand said they have been impressed by MRI as they have been very thorough. He said Exeter has a huge non-profit community and they need to be careful as a municipality to represent all taxpayers.

At this point, Chair Chartrand asked the public for any input.

Rob Harborson, volunteer Board Chair for Great Bay Kids, spoke first. He said he works in Portsmouth at Market Square Architects. He said their goal as a Board for Great Bay Kids is to direct every dollar to the purpose of the agency. They, as a Board, think there is a significant difference between a daycare and an educational institute. The quality of education is a huge

driver for young residents in Exeter. He said if the schools are good then people will want to live in the community.

Tim Reed spoke, saying he just moved to Exeter from Washington DC. He said he works for Teaching Strategies, who writes and publishes the curriculum for Great Bay Kids. The idea behind the curriculum is research based guidance for teachers. He went on to say that every week Great Bay Kids posts a planning forum. They understand where each child is. He said early childhood education is critical for a child's success.

Salyssa Hoyt, Executive Director of Growing Places, spoke next. She said Growing Places just went through the process in Lee for property tax exemption. The Assessor in Lee made the recommendation to their BOS and Town Manager that they research Growing Places, so they hired an attorney to do that. She said they run their program similar to Great Bay Kids. In Lee, they realized their property tax exemption was being questioned after 10 years. The law firm examined all documents and then made the recommendation to the BOS in Lee that Growing Places is 100% eligible for tax exemption. She said she was there to encourage the Board that Great Bay Kids is eligible.

Patrick Gordon, Chair of the Exeter HDC, spoke to the Board as a dad. He said his family makes an average income and the fees at the Great Bay Kids work him. He said he landed in Exeter because of the education. He has a high school graduate and a baby and says he notices a huge difference with family members of his who put their children in early education. He said Great Bay Kids will bring younger families to Exeter and asked the Board to find them eligible for tax exemption.

Erin Getchman, parent from Great Bay Kids, said she is very impressed with all the teachers there. She said there is a lot of education going on and they are providing additional value and thought.

Anne Flarity, parent from Great Bay Kids, said they have clear learning goals for each child. She said they have assessments twice a year. She added that Great Bay Kids is not just childcare, they are educational.

Erin Steckler, parent from Great Bay Kids, said it is crazy they're even debating whether Great Bay Kids is an educational institute. She said they need to support them in their community.

Shawn Hartnett, parent from GBK, supports this, as he moved to Exeter for the education of his children.

Gerry Hamel spoke, saying GBK is a great school. He asked if Great Bay is the physical owner of the property. Ms. Dennis said yes, they are the owners.

Meg Bateman, parent from GBK, spoke in support of them. She said GBK prepares the children for public school and that when a child attended GBK, teachers can notice it.

Irene Chance, parent from GBK, said they came to Exeter for the education 14 years ago. She said infant care in Exeter was impossible when she came, so she had to go outside Exeter for childcare. She said children learn life skills and social skills at GBK.

Brittany, an employee at GBK, said she started working there in November. She said it is an awesome job for her as she went to school for elementary education. She said GBK is not a public school system, but it feels like one. She feels very involved.

Vice Chair Gilman asked about GBK's PILOT in Newmarket. Ms. Dennis said they were listed as a charitable organization in Newmarket, which was incorrect. She said they are not listed correctly.

Ms. Dennis went on to say when they were leasing from the school, they only accepted ages 2-5 because that was all they had room for. She said within a week of being open, their center was full.

Chair Chartrand asked about the 100% eligibility, and if they are found to not be 100% eligible. Mr. Lessard said there are provisions for a partial exemption. He added that he was pleased to see all this information come in from Ms. Dennis as it was exactly what they were looking for. He said they also provide assessing services to Newmarket and they were determined exempt with PILOT (payment in lieu of taxes). He said at MRI they are thorough because exemption doesn't make taxes go away. He said they are thorough because people who deserve exemption get one and vice versa.

Chair Chartrand said the assessor will look over all this then make a decision to the BOS where they will then vote on it.

ii) Northside Carting re: Trash Collection

Mr. Dean said the issue we have been having are trash collection complaints have increased.

Jay Perkins said they have had over 50 complaints per month. Their contract with Northside Carting expires May 2017. He wants their service to improve.

Mark George, from Northside Carting, said a couple of things have spurred the increase in complaints. One was it was just yard waste week. Also, they have had multiple equipment

failures that they could not predict. He said they always get out there the next morning and clean up. He is aware of the uptick in complaint calls though.

Selectwoman Surman said she has noticed that consistently some areas do not get picked up until the next morning. Mr. George said unfortunately more issues have been happening on Thursday afternoons.

Selectwoman Belanger asked how these breakdowns have been being communicated. Mr. George said he sends an email to the town. Selectwoman Belanger asked about a way to warn the residents. Mr. George said there is no way.

Selectman Clement said the majority of the complaints are about trash/recycling being missed. He asked how many trucks are operating. Mr. George said there is one trash truck and one recycling truck for Exeter. Selectman Clement asked what happens when those break down. Mr. George said they are located 30 minutes away and there are always 10 spare trucks on the lot. He said they sometimes swap guys around from routes and their goal is always to finish the route. Selectman Clement asked what time they start the route. Mr. George said between 7 and 8 am.

Mr. Dean said one complaint is that residents see the same truck dumping trash and recycling. Mr. George said they do not mix trash and recycling for a lot of environmental reasons. Mr. Dean asked where they take the recycling. Mr. George said it goes to Billerica, MA. Selectman Clement said he hopes this improves.

Art Baillargeon, Exeter resident, had a problem with recycling pick up. He said his bins get thrown everywhere.

Regarding communication, Mr. Perkins said Mr. George needs to be less sporadic. He said service needs to change. He said communication needs to improve, and containers need to be serviced on time. He said there have also been a lot of complaints from the Rec Park. There needs to be better placement of bins.

Mr. George said they are doing their best to keep bins where they were found.

Mr. Dean asked how many times they have broken down in the last three months. Mr. George said approximately six times. Mr. Dean asked what the procedure is when that happens. Mr. George answered that they send a backup truck. Mr. Dean asked how quickly this happens. Mr. George said it depends on the scenario, but added that if a breakdown happens at 4pm at night, depending on how severe the issue, it is safer to send guys to finish a route the next morning and not at night time.

b. Old Business

i) Town Ordinance Amendment – Chapter 704 3rd reading

Chair Chartrand said this is the third reading to add Rayne's Farm Conservation Area to the ordinance 704.3 c.

Selectwoman Belanger read 704.3 c.

Chair Chartrand asked for any comments from the public, of which there was none.

Motion: A Motion was made by Selectman Clement and seconded by Vice Chair Gilman to adopt the ordinance change to Town Ordinance 704.3 Discharge of Firearms on Town Property to include under C. "Raynes Farm Conservation Area". Motion carried – all in favor.

Mr. Dean asked if the effective date was immediately. Chair Chartrand said yes.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve abatement for map 71, lot 12, unit 2 in the amount of \$727.89. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve abatement for map 86, lot 4, unit 3 in the amount of \$3,925.50. Selectwoman Belanger and Vice Chair Gilman withdrew their Motion and second.

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to table abatements for the following map/lot/units: 86/4/3, 86/4/2, 86/4/1, 86/4/8, and 86/4/5. Motion carried – all in favor.

Selectman Clement said he had a lot of questions on these five abatements, as two of them are recommended for denial. Vice Chair Gilman said one of these abatements is quite substantial and so they should be tabled until they're further clarified. Mr. Dean said the folder with the information on them was at the meeting. Selectman Clement said he reviewed the information and that prompted more questions.

b. Permits & Approvals

Mr. Dean said there is an Amendment to Bond Anticipation Notes and Related Documents in the packet. He said this is for the Wastewater facility design and he just needed signatures of the Board. He reminded the Board that they had already approve the 1.39% interest rate.

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to approve an Application for Use of Town Facility for Milton Martin, Jr. to have Seacoast Idol auditions on April 22, 2017 from 8am to 4pm. Motion carried – all in favor.

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to approve an Application for Use of Town Facility for Milton Martin, Jr. to have the Seacoast Idol event on May 7, 2017 all day. Motion carried – all in favor.

c. Town Manager's Report

Mr. Dean talked about the following:

- downtown paving is 99% complete, they are now doing touch up work by hand
- line striping will begin soon and a lot of it will be done at night
- dam removal continues to move along. He visited with the contractor on site. The draw down is complete.
 - they are in the midst of working on a ceremony for dam removal at some point. He said all ideas are welcome. Selectman Clement said he talked to the contractor and the area next to the library for a ceremony wouldn't interfere with his work. He said Barbara Rimkunas will add to the ceremony.
- Public Works and Fire contracts have been signed
- String Bridge work will begin July 11. The bridge will be closed but access to Kimball Island will still be available
- He received 4 RFQ responses for the Master Plan update
- CIP work continues
- There are a number of volunteers helping with the painting of fire hydrants
- Sonya Robicheau was sworn in to the Police Department so they are now at full staffing. Sonya worked for the town previously as a dispatcher and it's good to have her back as a police officer.
- Both the Groundwater and Surface Water Plants are currently operating and performing well.
- The town got the new ambulance today
- The BRC Chair has reached out to Ms. Riffle about a preliminary meeting

- 3 Sanborn Street follow-up continues
- He is trying to work out an issue with Fairpoint and Unitil, as they are claiming the town is not using space properly on utility lines.
- The Brass Band is out
- Swasey Parkway is having a concert on Thursday
- The Independence Festival is this weekend
- River clean-up will be Saturday

Selectman Clement said there is a severe drought. He said they are still doing ok, but said the DPW can declare water restrictions. He wondered if they should be looking into that. Mr. Dean said they have had those conversations internally. He said he thinks that if DPW is concerned, they will reach out. He said he could have DPW come and talk about this.

d. Selectmen's Committee Reports

Selectwoman Belanger said the Housing Committee meeting was postponed to this Friday. She also reported that Water/Sewer Advisory Committee meeting is being pushed back until next Wednesday.

Selectman Clement reported a public meeting on the dam removal. He said the consultant and DPW were there and it was a big turnout. The scope of the project was laid out well. He also reported that two weeks ago he attended an Exeter Squamscott Advisory Committee meeting where they reviewed a culvert replacement. Planning Board meets this Thursday and RPC meets on Wednesday.

Selectwoman Surman reported that Conservation Commission meets tomorrow. They are going to talk more about the river cleanup.

Vice Chair Gilman reported a Master Plan meeting on the 20th. She said the revisions to the HDC guidelines are going forward nicely. Heritage Commission talked about a demo review at 45 Main Street. The American Independence Festival is Saturday from 10-4. She attended a Complete Streets event. She said there were speakers from various organizations who spoke about healthy living and such. She said Complete Streets is not just a concept, but an action taken to consider pedestrians in street design. She said there were several suggestions were they could find funds.

Chair Chartrand forwent his report.

e. Correspondence

The following correspondence were included in the packet:

- emails from Brian Griset regarding 91-A
- emails from Enna and Matthew Grazier re: replacement yield sign at Warren Avenue
- email from Selectwoman Surman saying she will not be attending a special meeting
- RSA 91-A emails
- email about a Survey Monkey for the Master Plan
- email from Laura Zogopoulos re: Water/Sewer financial reports
- email from Jen Mates re: updates of town construction projects
- email about Complete Streets
- Brian Griset 91-A emails
- memo from Mr. Dean re: Right to Know requests
- letter from the YMCA
- various Committee agendas and public notices
- NHMA memo

Going back to the July 6 email regarding 91-A, Selectman Clement asked where his email is from July 2. Selectwoman Belanger said she would look into it.

9. Review Board Calendar

The BOS will do Mr. Dean's evaluation next Monday. The BOS will meet again on July 25, 2016.

10. Adjournment

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to adjourn the meeting at 9:46pm. Motion carried- all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary

DRAFT MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

May 24th, 2016

1. Call Meeting to Order

Chairman Chartrand convened the Board of Selectmen at 7:05 p.m. in the Nowak Room. Also present were Vice Chair Julie Gilman, Selectwoman Anne Surman, Selectman Don Clement, and Selectwoman Nancy Belanger. Town Manager Russell Dean was also present.

The Chair introduced the board members and the topic tonight as the continued discussion on the Riverwoods current use issue. Chair Chartrand offered his thoughts from a statement regarding the issue.

Selectwoman Surman had questions. She spoke to the fact Riverwoods received a bill which was very high. She spoke to the current procedure and how this would create a precedent and would be a policy change if it were to be granted. We are splitting hairs talking about comparables versus current use. It's an abatement request – there is no difference.

Selectwoman Belanger had no prepared statement but saw an error on both parts. This doesn't set a precedent in her mind – we can listen and decide.

Selectman Clement indicated there is no such thing as a settlement – the board as the assessors deals with requests for abatements only.

Selectwoman Gilman said this was a mistake that someone could have caught sooner. The assessment issue versus a change in use issue are the differences here.

Chairman Chartrand then polled the board to enter into settlement discussions or not on this issue. Selectman Clement questioned the justification for doing this. Chair Chartrand offered a motion of having the assessor work on a settlement. Selectwoman Belanger seconded for discussion.

Brian Griset raised a point of order. Chairman Chartrand informed Mr. Griset he was not a member of the board.

Selectwoman Surman read from counsel's advice. Three people want to negotiate. Two want to follow policy and procedure.

Selectwoman Belanger asked Mr. Lessard about the assessor's offering his opinion and coming back to the Selectboard. Selectwoman Gilman mentioned BTLA requires work on a settlement.

Selectman Clement asked for clarification of what was before BTLA. Whether what the Board is acting on or not, whether it is before BTLA. Mr. Lessard explained to the Board what was before the BTLA for consideration.

Charles Tucker of Donahue Tucker Ciandella, discussed the 2014 assessment issue and that the property was over assessed due to undeveloped land being present which was not considered in current use and over assessed. In 2009 all the land at the Boulders was taken out of current use by the assessors and not

DRAFT MINUTES

discovered by Riverwoods until the 2014 tax bill was generated. They are asking for \$37,000 for five years. The organization has paid over 6 million in taxes in those 5 years. Selectwoman Surman asked Mr. Tucker if the property was in current use when they paid for it. Mr. Tucker said yes, and they also paid the current use penalty when the land was taken out.

Mr. Griset spoke again on his point of order and asked Mr. Chartrand if he didn't let others speak. Mr. Griset said this violates state law.

Mr. Tucker said this is the third time Riverwoods has been here. Public input is not part of the process it is Riverwoods meeting with the Board. Mr. Tucker said it was up to the board whether to have it public or not and they decided it be public. A debate on public speaking or not then took place.

The motion made by Chairman Chartrand was then voted on with the vote being 3-2, Gilman, Chartrand, Belanger in favor, Surman and Clement opposed. Mr. Lessard was asked if he could recommend something and he said he would do this.

2. Adjournment

Selectwoman Belanger moved to adjourn. Selectwoman Gilman seconded. Motion carried. The Board stood adjourned at approximately 6:25 p.m..

Respectfully submitted,

Russell Dean
Town Manager

Working together is success.
— Henry Ford



Town of Exeter
New Hampshire

April 30, 2016

Primex³
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

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Economic Development Strategic Plan



What is an Economic Development Strategic Plan (EDSP)?

Economic Development Strategic Plans are customized for communities and designed so that a municipality can maximize its economic potential in a sustainable way. To do this, one must consider what has worked historically, what opportunities are a good fit locally, what potential pitfalls should be avoided, and how to target and encourage economic endeavors. Equally important is finding an approach that is, over time, endorsed by the public and its representatives so that the plan is relevant and utilized. The most difficult activity with any EDSP is navigating – and sometimes modifying – the process by which the action steps are finally employed.

The Economic Development Strategic Plan, in conjunction with the Town Master Plan, will serve as a playbook by which the town can mold its economic development strategy. In crafting the EDSP, the Economic Development Director will garner input from local and regional stakeholders, property owners, developers, businesses, community board members, municipal staff, and other economic development professionals. The EDSP and suggestions contained therein will be carefully constructed using this input and other information compiled during its production, such as industry data, local and area demography, geographic and topographic challenges, area amenities, economic trends and incentives, and other important stimuli that mesh to distinguish Exeter from its neighbors.

Economic Development Strategic Plan Community Input Sessions

Location: Nowak Room, Exeter Town Office Building, 6:00 – 9:00 PM

I realized from the feedback at the first public input session that interested parties are more inclined to engage in discussions regarding Exeter's existing economic climate in specific sections of town, the business mix and quality therein and most importantly their vision for the future, including the type of development they'd prefer to see. Ergo, the next six public input sessions will be designed to extrapolate this information and partner it with existing demographic and market conditions; this will help shape the Economic Development Strategic Plan (EDSP) and determine next steps.

The EDSP will coincide timewise with the Town Master Plan, which was recently approved for \$50,000 by Exeter voters. It is important that the EDSP complement and as much as possible not contradict the Master Plan. I feel these input sessions will garner valuable information for the Master Plan, particularly the Economic Development and Land-Use sections, and help kick off the process for same. There will be land-use information (i.e. square-footage of buildings, corridor boundaries, etc.) provided at the public session specific to the corridor discussed.

The Exeter town website will house an electronic input form for each commercial corridor, available after each session, for persons who are unable to attend.

Corridor-specific interested parties, such as land or business owners, who are not Exeter residents but have a stake in the area are encouraged to attend and provide input.

Exeter Commercial Corridors and Input Session Dates:

Corridor	Date
Epping Road	Wednesday, March 23
Train Station/Lincoln Street/Winter Street	Thursday, April 7
Downtown District	Wednesday, April 20
Portsmouth Avenue	Wednesday, May 4
Holland Way/Hampton Road	Wednesday, May 18
Kingston Road	Wednesday, June 1

Sincerely,

Darren Winham
Economic Development Director
Town of Exeter

EPPING ROAD CORRIDOR FACT SHEET*

Corridor Size and Value information

- Total size of corridor – 587 acres
- Total current assessed value of corridor - \$78,344,982
- Current assessed value per acre (entire corridor) - \$133,466/acre
- Current developed parcels – 54 (238 acres)
- Current assessed value of developed parcels per acre - \$227,277/acre

Traffic Information

- 12,000 Average Vehicles per Day (ADT) on Epping Road south of Route 101 (2015)
- 10,000 ADT on Epping Road north of Route 111A (2013)
- 43,000 – 46,000 ADT on Route 101 before and after Exit 9

Epping Road Characteristics

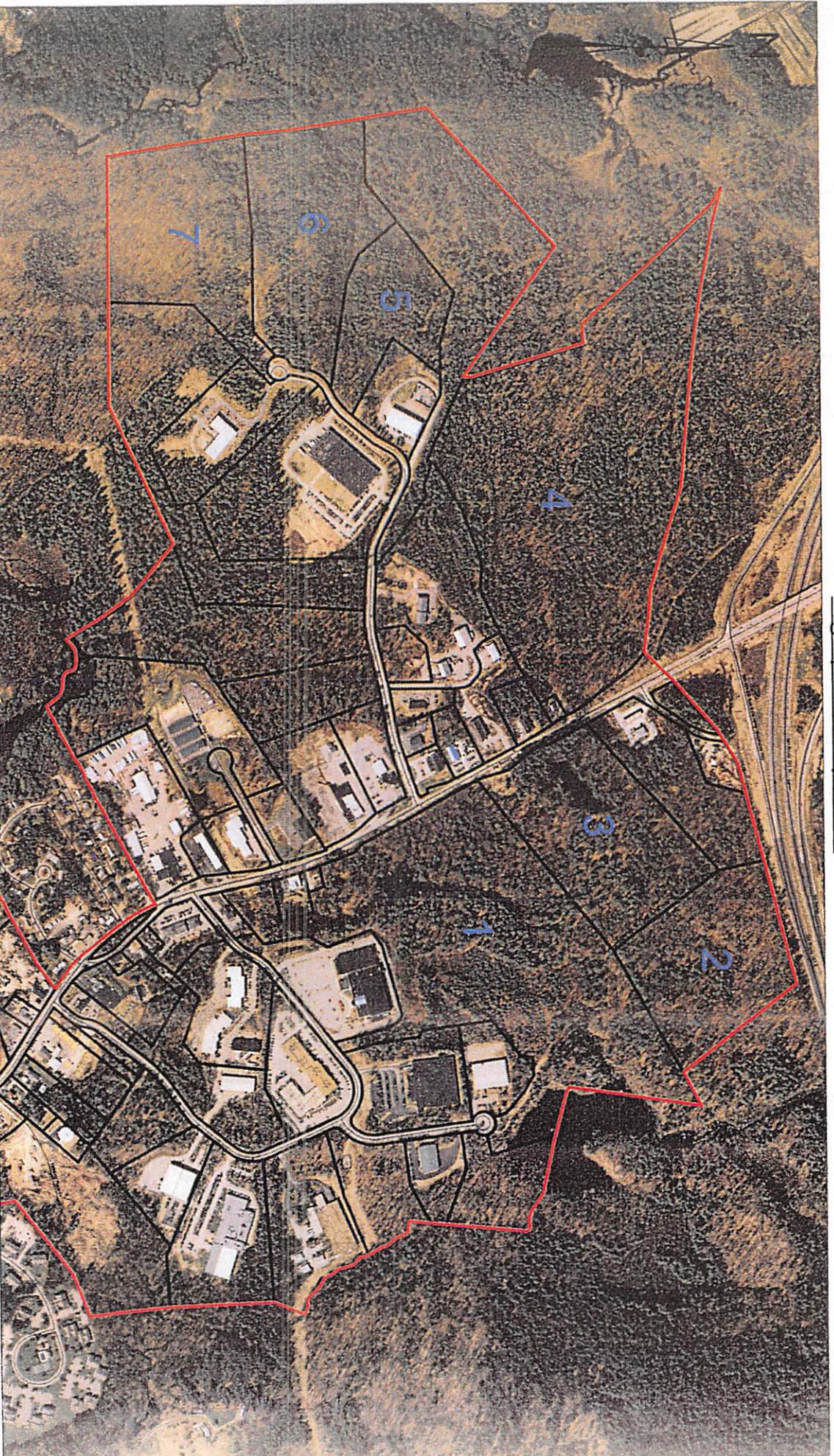
- Two lane undivided highway with an average pavement width of approximately 30 feet and varying widths of paved shoulders on both sides
- South of Route 101 is maintained by the Town. North of Route 101 maintained by NHDOT
- No traffic lights or crosswalks along the corridor
- Sidewalk along eastern side of roadway from Route 111A to entrance of new multifamily residential complex at 75 Epping Road. No sidewalk on east side north of 75 Epping Road or on entire west side
- 44 curb cuts with many expansive ones approaching 300 feet or more (9 of these are roadway curb cuts that access multiple properties i.e. Industrial Drive)
- Little streetscape landscaping along the corridor
- Primary commercial strip development with a few residential properties
- Water and sewer is available on and to the south of Continental Drive
- TIF proposes to extend water and sewer from Continental Drive to just north of Route 101 and new roadway off east side of Epping Road to access Map 47 Lot 8 and adjacent parcels
- 3 phase power available
- Area located in Economic Revitalization Zone (ERZ)

Greenfield Development Potential/Constraints

- 27 undeveloped parcels consisting of approximately 284 acres
- Considering other land on existing parcels with development potential and removing development constraints from undeveloped parcels (wetlands, conservation land and setbacks) there is a total of roughly 127 acres of land available for Greenfield development
- Assessed value potential of all undeveloped land - \$64,546,756 (Assuming an assessed value of \$227K/acre which is the current actual assessed value per acre of the developed parcels)

*Data source – Town of Exeter GIS database and CAMA database. These figures are for general planning purposes based on general assumptions of land development and actual build out conditions could vary significantly.

High potential parcels



 Epping Road Corridor

DATE: 10/15/2010 10:10:10 AM. PROJECT: 10/15/2010 10:10:10 AM. PROJECT: 10/15/2010 10:10:10 AM. PROJECT: 10/15/2010 10:10:10 AM. PROJECT: 10/15/2010 10:10:10 AM.

Epping Road Economic Development Corridor Community Input Session Questionnaire

What is your vision of what Epping Road should look like/become as a whole? Please specify aesthetics, business mix, and infrastructure.

Using the High Potential Parcels map, using the parcel number, please specify what you believe is the right fit for these properties.

What do you view as the impediments/challenges the corridor faces to achieve that vision?

Many communities have implemented a multi-use approach that includes a mix of commercial, industrial and residential uses to create a more 'village-style' atmosphere, increase vibrancy, maximize taxable value and make use of hard-to-develop property. Please provide your feedback on this concept for Epping Road.

Due to the existing and potential development on both sides of Epping Road, one or multiple traffic lights and even a third (turning) lane may be necessary. Please offer your thoughts on this subject.

In addition to developing the roadside along Rt. 27 and the rear portions of the larger parcels south of Rt. 101, the Epping Road TIF seeks to offer water and sewer to the land just north of Rt. 101. If anything, what do you believe would be appropriate for this location?

Is there any type of commercial development you feel would be inappropriate for Epping Road? If so, why?

LINCOLN STREET FOCUS AREA FACT SHEET*

Size and Value information

- Total # of parcels – 27
- Total size of focus area –14.44 acres
- Total current assessed value of focus area - \$9,346,800
- Current assessed value per acre - \$649,083/acre
- Entire focus area located in the C-1 zoning district
- The focus area consists of three areas – Lincoln Street near the train station, a small section of Front Street, and a portion of Railroad Ave

Traffic & Parking Information

- 7,700 Average Daily Traffic (ADT) on Lincoln Street south of Main St (2013)
- 3,800 ADT on Lincoln St north of Front St (2013)
- 7,900 ADT on Front St west of Garfield St (2015)
- Total of 157 striped parking stalls on street parking spaces in focus area (does not include private parking areas or areas not striped but parking is allowed)
- One municipal surface parking area (76 stalls) servicing the train station (at or near 100% utilization rate on weekdays from approximately 9am to 4pm)
- 2 hour parking (44 stalls) on west side of Lincoln Street between COAST Bus stop and Main Street. All day parking (34 stalls) on east side

Focus Area Characteristics

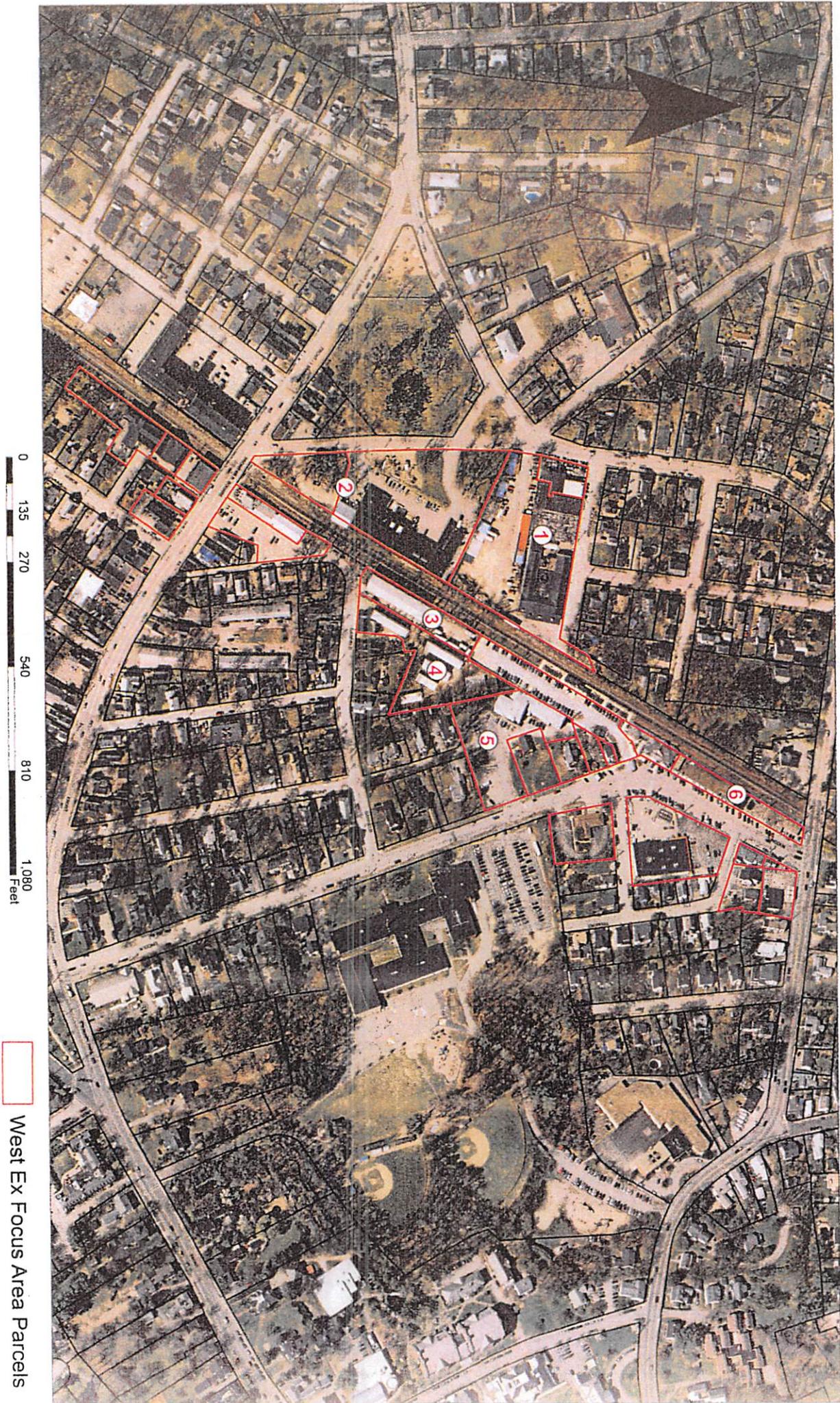
- Lincoln Street (from the Main Street intersection to the entrance to the municipal rail station parking area) is a two lane undivided highway with an average pavement width of approximately 80 feet with on street parking on both sides. South of the rail station parking entrance the road narrows quickly to an average pavement width of 35 feet.
- All streets within the focus area are municipally maintained
- Sidewalks present on both sides of Lincoln street
- One crosswalk on Lincoln Street at Gerry's convenience store
- Six (6) tenths of a mile from the train station platform to Downtown (approximately a 15 minute walk)
- Minimal/non- existent streetscaping in the focus area
- Historic train station building still intact and being used as a convenience store/cafe
- Municipal water and sewer is available
- COAST Bus stop on south side of rail station parking entrance

Development Potential/Constraints

- There is only one vacant lot which is a half triangular lot at the intersection of Front and Railroad
- The remaining 26 parcels are developed
- The area is characterized by older, one story, commercial development with a few residential properties. There is potential for redevelopment to take advantage of the 35' height restriction of the zoning district and construct multistory structures
- The three parts of the focus area lack connectivity but could be addressed through redevelopment
- Parking is at a premium in this area
- Railroad tracks divide focus area – no pedestrian track crossing between Main Street and Front Street

*Data source – Town of Exeter GIS database and CAMA database. These statistics are provided for general planning purposes only.

West Ex Focus Area Redevelopment Map



West Ex Development Corridor Community Input Session Questionnaire

What is your vision of what the Train Station/Lincoln Street/Winter Street (West Ex) Corridor should look like/become as a whole? Please specify aesthetics, business mix, and infrastructure.

Using the West Ex Focus Area Redevelopment Map, using the parcel number, please specify what you believe is the right fit for these properties.

What do you view as the impediments/challenges the corridor faces to achieve that vision?

Exeter is very lucky to be endowed with a multimodal location having 10 Amtrak trains per day and COAST bus service providing access to major markets. Many communities that boast such an economic asset have seen significant growth and vibrancy. Please offer your insights on this opportunity.

In October 2010, Plan NH produced a charrette for the West Ex Corridor which included a suggested development plan. Please review the Plan NH Exeter Charrette and give your input on same.

It has been noted that connecting train visitors to Exeter's downtown is an important feature to increasing tourism and providing revenue for our local businesses. Please offer your insight on how we might implement such action.

Due to legal and financial restrictions, creating an overhead bridge from the train station to Winter Street is not feasible. The commercial parcels opposite the station, however, could benefit from their proximity to the station. Do you feel walking from the Winter Street area via safe sidewalks (approximately 7 minutes) to the station and Lincoln St. businesses is reasonable and acceptable for residents and potential customers to travel to these parcels? If not, how best should these properties be developed to exploit their location?

DOWNTOWN EDSP FOCUS AREA FACT SHEET*

Size and Value information

- Total # of parcels – 101 (11 parcels totaling 6.94 acres owned by the Town of Exeter)
- Total size of focus area including municipal parcels –29.14 acres
- Total current assessed value of focus area - \$53,750,600
- Current assessed value per acre - \$1,844,564
- If you remove Town owned parcels the total assessed value per acre increases to \$2,155,275

Traffic & Parking Information

- 9,100 Average Daily Traffic (ADT) on Front St west of Court St (2014)
- 15,000 ADT on Water St west of Clifford St (2014)
- 1,000 ADT on String Bridge north of Water St (2015)
- 2,100 ADT on Clifford St North of Bow St (2015)
- 17,000 ADT on High St west of Pleasant St (2014)
- 8,700 ADT on Water St west of Front St (2013)
- 2,600 ADT on Water St north of Main St (2013)
- Total of 236 on street striped parking stalls in focus area
- Four municipal surface parking lots that have a combined total of 207 striped parking stalls (not including 18 striped parking stalls to the rear of the Town Offices that are unavailable during the day Monday thru Friday or the two surface lots owned by Phillips Exeter Academy that contain a combined 137 striped parking stalls where they allow the public to park)
- Primarily 2 hour parking on-street. All day parking in municipal surface lots

Focus Area Characteristics

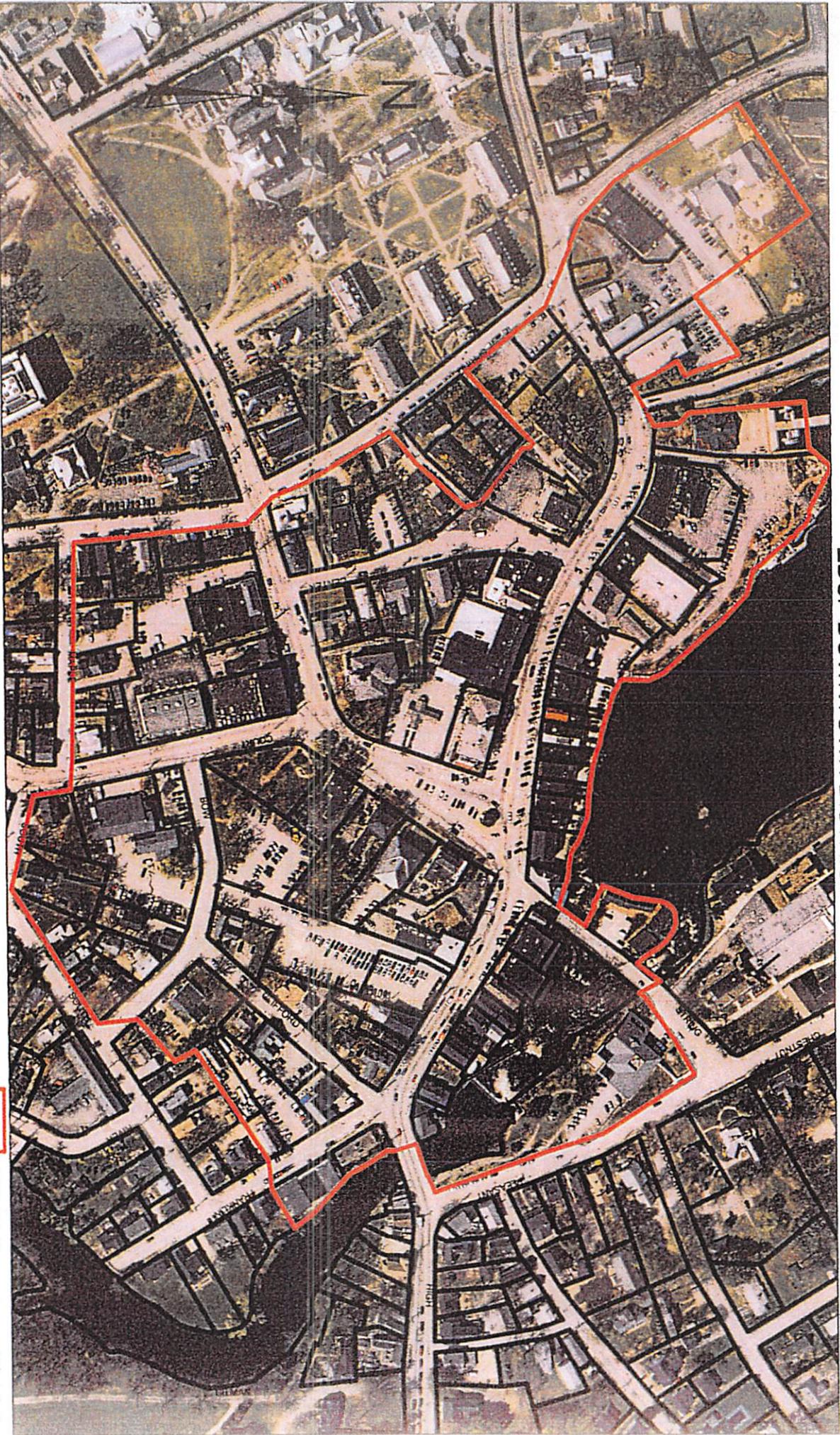
- All streets within the focus area are municipally maintained
- Sidewalks present on both sides of all streets but are in poor or fair condition. However, current project is constructing new concrete sidewalks throughout the focus area
- Municipal water and sewer is available
- Some streetscaping with landscaped beds and street trees throughout the focus area
- A total of 91 street level commercial storefronts currently exist
- 4 vacant storefronts currently (4.4% vacancy rate)
- Focus area located in the WC and C-1 zoning districts

Development Potential/Constraints

- There are three vacant parcels that are not surface parking lots or a park
- The area is a typical downtown area with multi-story buildings with primarily commercial uses at street level and a mix of office space and residential units on upper floors.
- Availability of onsite parking is limited on most properties. New development will likely rely on on-street parking and municipal surface lots
- New sidewalks will make the downtown even more inviting for pedestrians and could increase visitation
- Low vacancy rate implies that the downtown rental space is highly desirable
- WC and C1 zoning districts have 35' height restriction except 50' allowed on the river side for properties on Water St

*Data source – Town of Exeter GIS database and CAMA database. These statistics are provided for general planning purposes only.

EDSP DOWNTOWN DISTRICT



0 105 210 420 630 840 Feet

 EDSP Downtown District

Downtown Corridor Community Input Session Questionnaire

What is your vision of what Downtown Exeter should look like/become as a whole? Please specify aesthetics, business mix, and infrastructure.

What do you view as the impediments/challenges the corridor faces to achieve that vision?

Several potential developers have identified a perceived lack of available parking, especially during the lunch and dinner hours, as a deterrent to investment. Please offer your take on this phenomenon and potential solutions if you agree.

Many downtowns that have access to waterways utilize the asset to enhance aesthetic appeal and economic vibrancy. How might Exeter better capitalize on this quality? Please be specific.

The former Ioka Theatre, un-and-underutilized for nearly a decade, has tremendous potential as a centerpiece for Exeter's downtown. What do you feel would be the best use for this property?

Please offer your insights on the mix of housing and commercial development in the greater downtown area. Do you feel Exeter would benefit from more of one or the other? If so, why?

Size and Value information

- Total # of parcels – 68 (excludes Exeter reservoir parcel)
- Total size of focus area – 120.09 acres
- Total current assessed value of focus area - \$76,868,800
- Current assessed value per acre - \$640,093
- Total street length of corridor is approximately 1 mile

Traffic & Parking Information

- 12,000 Average Daily Traffic (ADT) on Portsmouth Ave south of Auburn Ave (2014)
- 18,000 ADT on Portsmouth Ave at Wheelwright Creek (2014)
- There are four 4 traffic lights within the corridor
- Portsmouth Ave starts as a divided highway with 9 lanes at the Stratham line and then tapers to a four lane roadway with two center turn lanes until the traffic light at Walgreens then becomes a two lane road to the High Street traffic light
- There is no on street parking in the focus area but ample private onsite parking is provided

Focus Area Characteristics

- The focus area is on Portsmouth Ave which is municipally maintained its entire length
- Sidewalks present on both sides of all streets along the entire length of the corridor
- Municipal water and sewer is available throughout
- A municipal water treatment facility is located on a 3.66 acre lot in the focus area at the Exeter reservoir
- Some limited streetscaping with landscaped beds and street trees throughout the focus area
- The corridor is a mix of commercial strip development and residential from the High Street intersection to the traffic lights at Walgreens. This “transition” area is zoned C-1 which allows Multi-Family residential and multi-use by right and other residential uses by Special exception. The remainder of the corridor is zoned C-2 (except the Sylvania parcel which is PP) that prohibits residential uses except for residential conversions.
- The area in the C-2 zone is all commercial strip development except for one condominium complex (McClane Manor).

Development Potential/Constraints

- There are four vacant parcels that are not private surface parking lots. Three of these parcels abut each other and are under the same ownership. These parcels are around the McDonalds. The remaining vacant parcel is next to Exeter lumber and is currently being marketed for lease
- The south end of the corridor abuts the downtown and is accessible via sidewalk and is short walk from Downtown

*Data source – Town of Exeter GIS database and CAMA database. These statistics are provided for general planning purposes only.

Portsmouth Ave EDSP Focus Area Development Potential Map

-  Potential Development area
-  EDSP Focus Area



Portsmouth Ave Development Corridor Community Input Session Questionnaire

Portsmouth Avenue is considered a 'gateway' into Exeter and hosts an interesting mix of commercial ventures, including restaurants, hotels, auto dealers and retail establishments. Please describe the sense you get when you travel this artery and articulate your vision for the corridor.

What do you view as the impediments/challenges the corridor faces to achieve that vision?

Using the Portsmouth Ave Potential Development Map, using the parcel number, please specify what you believe is the right fit for these properties.

Portsmouth Avenue is almost entirely built out, save the parcels in the Redevelopment Map. One opportunity for further development would be to change the height and density restrictions in the C-2 and Portsmouth Ave section of C-1 Zoning Districts. Would you be supportive of such a change?

The travel lanes on Portsmouth Avenue fluctuate from nine on the Statham town line to three where it meets High Street. This transition, which includes middle turning lanes in both directions, sometimes causes confusion and traffic congestion, particularly for motorists headed downtown. Do you feel that that the town and state should create a more convenient design and, if so, what are your recommendations for same?

Are you satisfied with the current Portsmouth Avenue streetscape? If not, how should it be improved?

Holland Way/Hampton Road EDSP FOCUS AREA FACT SHEET*

Size and Value information

- Total # of parcels – 46
- Total size of focus area – 226.9 acres
- Total current assessed value of focus area - \$61,165,669
- Current assessed value per acre - \$269,571 (\$293,540 if exclude Town owned Recreation Complex)
- Total street length of corridor is approximately 1.7 miles

Traffic & Parking Information**

- 5,300 Average Daily Traffic (ADT) on Holland Way at Dearborn Brook (2015)
- 11,000 ADT on High Street east of NH88/Hampton Falls Road (2015)
- There are no traffic lights within the corridor
- No on street parking provided in the focus area but private onsite parking is provided for land uses within the focus area

Focus Area Characteristics

- The focus area has two distinct areas – the area on Holland Way and the area along Hampton Road
- Holland Way is characterized by a two land roadway with ample paved shoulders and a sidewalk running along the easterly side from Portsmouth Ave to about .2 miles before the intersection with Hampton Road. The sidewalk ends where a guardrail abuts the shoulder and does not continue to Hampton Road. The northern end (near Portsmouth Ave) of Holland Way has several undeveloped parcels whereas the southern end has three developed parcels near the intersection of Hampton Road. Municipal water and sewer is not readily available on Holland Way (refer to Holland Way/Hampton Road EDSP Municipal Sewer & Water map). The entire Holland Way corridor in the focus area is zoned Professional/Technology Park (PP).
- The Hampton Road EDSP focus area is characterized by moderate density commercial uses with few exceptions. One exception worth noting is the development of a 68-unit residential condominium complex at 2 Hampton Road that is currently under construction. Sidewalks are present on Hampton Road in front of 1 Hampton Road (Access Sports Medicine) that continues to downtown to the west. Municipal sewer and water is available along Hampton Road. The area within the EDSP focus area is zoned Neighborhood Professional (NP) with the exception of the Town owned Recreational Complex.

Development Potential/Constraints

- There are six undeveloped parcels (102 acres) on Holland Way and some other available land for future development (see Holland Way/Hampton Road Potential Development Map). These areas represent almost half of the land area in the focus area.
- There are wetlands and a brook in the Holland Way corridor that can limit development potential in the area.
- Municipal sewer and water is not readily available on Holland Way
- The area along Hampton Road is almost fully developed with a mix of commercial and professional office uses.

*Data source – Town of Exeter GIS database and CAMA database. These statistics are provided for general planning purposes only.

**Data Source – New Hampshire Department of Transportation Bureau of Traffic

Holland Way/Hampton Road EDSP Potential Development Map



-  Holland Way/Hampton Road EDSP Focus Area
-  Undeveloped Parcels

Holland Way/Hampton Road Development Corridor Community Input Session Questionnaire

The Holland Way/Hampton Road Development Corridor houses a unique blend of commercial and residential parcels. While this section of Exeter quite vibrant, there is opportunity for further development. Please articulate your vision for the corridor.

What do you view as the impediments/challenges the corridor faces to achieve that vision?

Using the Holland Way/Hampton Road Potential Development Map, using the parcel number, please specify what you believe is the right fit for these properties.

Holland Way, while strategically located and home to several large, undeveloped parcels, struggles to generate interest from developers or end-users due to potential site work costs (i.e. wetland mitigation, etc.) and lack of infrastructure (municipal water and sewer is positioned at either end of Holland Way, but not throughout). Would you be in favor of municipal funding for infrastructure extension on Holland Way? Would you consider Tax Increment Financing (TIF) for this purpose?

The Zoning Board of Adjustment (ZBA) has entertained potential projects of late that have included change-of-use requests in the Holland Way/Hampton Road Corridor. Do you think consideration should be given to changing existing zoning to better reflect market conditions and/or perhaps expanding the uses within current zoning to allow for more flexibility?

Size and Value information

- Total # of parcels – 9
- Total size of focus area – 132.2 acres
- Total current assessed value of focus area - \$2,829,800
- Current assessed value per acre - \$21,405 (very low due to 110 acres of vacant land)

Traffic & Parking Information**

- There are no traffic counts available near the focus area. However, there are counts on Kingston Road at the Kingston/Exeter town line (4,700 Average Daily Traffic (ADT) in 2015) and on Front Street west of Garfield Street (7,900 Average Daily Traffic (ADT) in 2015). You would expect the traffic count in the focus area to be somewhere in between the two.
- There are no traffic lights within the focus area.
- No on street parking provided in the focus area but private onsite parking is provided for land uses within the focus area

Focus Area Characteristics

- The area on the south side of Kingston Road that consists of 8 parcels and is zoned Neighborhood Professional that allows commercial uses. This area is 58.7 acres.
- The area on the north side of Kingston Road only includes 1 parcel that is zoned residential. This parcel was included in the focus area as it is over 73 acres in size and is one of the few remaining large parcels that is zoned for residential in the Town.
- The focus area abuts a small Town park to the west.

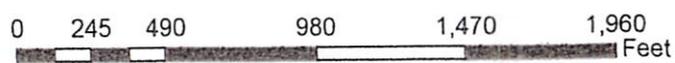
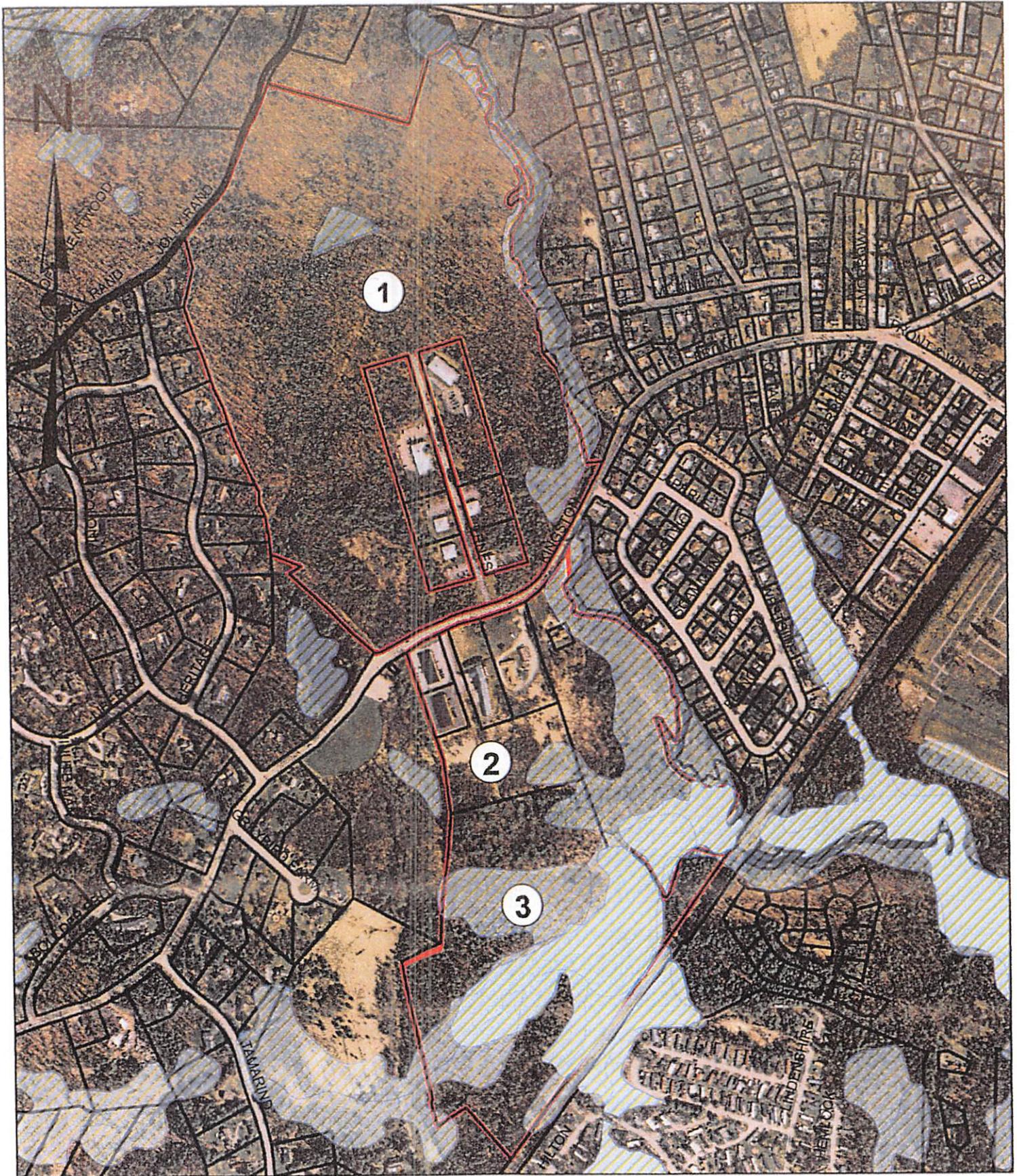
Development Potential/Constraints

- There are three undeveloped parcels in the focus area.
- The large residential parcel (Lot # 1 as shown on the development potential map) has potential for a larger single family home subdivision
- The 5.9 acre vacant lot (Lot # 2 as shown on the development potential map) appears well suited for development.
- There is a prime wetland mapped on the 30 acre parcel (Lot # 3 as shown on the development potential map) that will limit the development potential of this lot.
- Municipal sewer and water is available.

*Data source – Town of Exeter GIS database and CAMA database. These statistics are provided for general planning purposes only.

**Data Source – New Hampshire Department of Transportation Bureau of Traffic

Kingston Road EDSP Focus Area Development Potential Map



- National Wetlands Inventory Wetlands
- Exeter Prime Wetlands
- Kingston Rd EDSP Focus Area

Kingston Road Development Corridor Community Input Session Questionnaire

The Kingston Road Development Corridor comprises a small, yet potentially strategic gateway into Exeter. While this section of town lacks the available commercial property to grow exponentially, there is opportunity for further development. Please articulate your vision for the corridor.

Other than available space, what do you view as the impediments/challenges the corridor faces to achieve that vision?

Using the Kingston Road Potential Development Map, using the parcel number, please specify what you believe is the right fit for these properties. Please note that Parcel 1 is zoned R-1, single family residential, while Parcels 2 and 3 are zoned NP, neighborhood professional commercial.

Parcel 1 on the Potential Development Map consists of 73 acres zoned R-1, low-density residential, which allows, among other things, as a principal use one-family detached dwellings or manufactured housing subdivisions. R-1 zoning also allows for multi-family open space development as a special exception. Do you feel any of these uses fit this property? Why or why not?

To enhance the development potential of the focus area, would you be in favor of changing some of the density and dimensional regulations in the corridor? This might include the 35-foot height restriction, the minimum setbacks and/or the building coverage percentage of each lot.

Town Clerk Operational Hours

HOURS INCLUDE .5 FOR LUNCH EXCEPT ON FRIDAY, HALF DAY.

CURRENT SCHEDULE

	Working Hours		Counter Hours	
Monday	8-4:30 pm	8.50	8:15-4:00	8.00
Tues	8-4:30 pm	8.50	8:15-4:00	8.00
Wed	8-4:30 pm	8.50	8:15-4:00	8.00
Thurs	8-4:30 pm	8.50	8:15-4:00	8.00
Friday	8-4:30 pm	8.50	8:15-4:00	8.00
		42.50		40.00

Proposed Hours Options

OPT 1

Monday	8-4:30 pm	8.50	8:15-4:00	8.00
Tues	8-7:30 pm	11.50	8:15-7:00	11.00
Wed	8-4:30 pm	8.50	8:15-4:00	8.00
Thurs	8-4:30 pm	8.50	8:15-4:00	8.00
Friday	8-1 pm	5.00	8-12:30 pm	5.00
		42.00		40.00

OPT 2

Monday	8-5:00 pm	9.00	8:15-4:30	8.50
Tues	8-7:30pm	11.50	8:15-7:00	11.00
Wed	8-5:00 pm	9.00	8:15-4:30	8.50
Thurs	8-5:00	9.00	8:15-4:30	8.50
Friday	8-11:30	3.50	8:15-11:00	3.50
		42.00		40.00

Comp Town Hours of Operation - Town Clerk's Office

Town	Mon	Tues	Wed	Thurs	Fri	Sat
Claremont*	9-5:00pm 1 hr lunch					
Durham	8-5pm	8-5pm	8-5pm	8-5pm	8-5pm	
Epping	11-7pm	9-3:30pm	9-3:30pm	9-3:30pm	9-2:30pm	
Goffstown	8-4pm	8-4pm	8-4pm	8-4pm	8-4pm	
Hampton	8-5pm	8-5pm	8-5pm	8-5pm	8-11:30	
Hooksett	8-4:30pm	8-4:30pm	8-4:30pm	8-4:30pm	8-4:30 pm	
Kingston	8-8pm	8-4pm	8-12pm	8-4pm	8-4pm	
Laconia*	8:30-4:30	8:30-4:30	8:30-4:30	8:30-4:30	8:30-4:30	
Lebanon*	8-4:30pm	8-4:30pm	8-4:30pm	8-4:30pm	8-4:30pm	
Milford	8-3pm	4:30pm-6:30 pm	8-3pm	8-3pm	8-3pm	
N Hampton	8:30-6pm	8:30-3pm	8:30-3pm	8:30-3pm	8:30-3pm	
Newfields	8-2:30pm	6-8pm	8-2:30pm	8-2:30pm	8-2:30pm	
Newmarket	7-5pm	7-5pm	7-7pm	7-5pm	closed	
Newton	8:30-4pm	8:30-4pm	8:30-4pm	12pm-8	closed	
Pelham	8-4pm	8-7pm	8-4pm	8-4pm	8-4pm	
Portsmouth*	8-6pm	8-4:30	8-4:30	8-4:30	8-1 pm	
Stratham	8:30-7pm	8:30-4pm	8:30-4pm	8:30-4pm	8-12:30pm	
Windham	8-7pm	8-4pm	8-4pm	8-4pm	8-4pm	9-12pm**

* CITY

** ONE SAT P/MONTH

Town Clerk

1. In regards to service, The Town Clerk's office offers services such as:

- Motor Vehicle Registrations & Titles
- Dog Licensing
- Vital Record Certificates
- Marriage Licenses
- Solemnization of Marriages
- Boat Registrations
- Transfer Station Permits & Stickers
- JP & Notary Public Services
- Voter Registrations

Were you aware that the Exeter Town Clerk's office offered these services?

- Yes 92%
 No 3%

2. If you have used any of these services in the past year, please select the ones that you have used.

- 95% Motor Vehicle Registrations & Titles
- 43% Dog Licensing
- 12% Vital Records Certificates
- 0 Marriage Licenses
- 0 Solemnization of Marriages
- 7% Boat Registrations
- 53% Transfer Station Permits and Stickers
- 3% JP & Notary Public Services

Voter Registrations

3. On a scale of 1-5, how satisfied are you with the services offered by the Exeter Town Clerk's office?

- 0 1 - Not Satisfied
- 7% 2 - Needs Improvement
- 26% 3 - Satisfied
- 26% 4 - Very Satisfied
- 25% 5 - Extremely Satisfied

4. On a scale of 1-5, how satisfied are you with the customer service offered in the Exeter Town Clerk's office?

- 3% 1 - Not Satisfied
- 9% 2 - Needs Improvement
- 26% 3 - Satisfied
- 22% 4 - Very Satisfied
- 32% 5 - Extremely Satisfied

Comments:

Prev
Next

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Town Clerk

5. In regards to the Exeter Town Clerk's operating hours, on a scale of 1-5, how well does the current office hours meet your needs?

- 16% 1 - Not Satisfied
- 47% 2 - Needs Improvement
- 19% 3 - Satisfied
- 9% 4 - Very Well
- 13% 5 - Extremely Well

6. The Exeter Town Clerk's office is considering changing their office to the following:

- Monday 9:15 a.m. to 6:00 p.m.
- Tuesday-Thursday 8:15 a.m. to 4:30 p.m.
- Friday 7:15 a.m. to 12:00 p.m.

On a scale of 1-5, how satisfied would you be with the new hours?

- 18% 1 - Not Satisfied
- 13% 2 - Needs Improvement
- 20% 3 - Satisfied
- 17% 4 - Very Satisfied
- 18% 5 - Extremely Satisfied

7. If you are in favor of the office remaining open until 6 p.m., what night of the week would best fit your needs?

- 34% Monday

Tuesday 22%
22%

Wednesday 22%
22%

Thursday 25%
25%

8. If you are in favor of the office opening early one day, what day of the week would best fit your needs?

32% Monday
32%

18% Tuesday
18%

15% Wednesday
15%

22% Thursday
22%

33% Friday
33%

9. Would you be in favor of the Town Clerk's Office offering late night hours but no early morning hours?

44% Yes
44%

49% No
49%

Prev Done

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TITLE XXVI

CEMETERIES; BURIALS; DEAD BODIES

CHAPTER 289

CEMETERIES

Cemetery Trustees

Section 289:6

289:6 Cemetery Trustees. –

I. Every municipality shall elect a board of cemetery trustees consisting of 3 members, unless a town at an annual or special town meeting votes that the board shall consist of 5 members. In the initial election of cemetery trustees, they shall be elected by ballot at an annual town meeting. One shall be elected for a one-year term, one for a 2-year term and one for a 3-year term. In towns with a board of 5 trustees the 2 additional trustees shall be appointed by the selectmen, one for one year and one for 2 years. Subsequent trustees shall be elected by ballot at the annual town meeting to replace those whose terms expire. The term of each trustee shall be 3 years. Vacancies shall be filled by the selectmen for the remainder of the term. In cities the trustees shall be chosen and hold their office for such term as shall be provided by city ordinance. Trustees shall organize by electing one of their number chairperson and another bookkeeper, who shall keep the records and books of the trustees, and shall issue vouchers as necessary for funds to be expended. The chairperson and the bookkeeper may be the same member.

II. Any town that has the town manager form of government may vote to not have cemetery trustees by delegating all of the duties and responsibilities of cemetery trustees to the town manager, as specified in RSA 289. This option may be adopted by a vote of the town meeting. The warrant article question to be voted shall be: "Shall we discontinue the board of cemetery trustees by delegating their duties and responsibilities to the town manager?" If the majority votes in the affirmative, then the discontinuance shall take effect 90 days after adoption.

II-a. (a) Any town, with a traditional town meeting form of government, may adopt by a vote of the town meeting to have the board of selectmen serve for the term of elected office as the cemetery trustees. The warrant article to be voted shall be:

"Shall we delegate the duties and responsibilities of the cemetery trustees to the board of selectmen?"

(b) If the majority vote in the affirmative then the delegation shall take effect 90 days after adoption and shall continue until rescinded by vote of the town meeting.

III. At any subsequent town meeting, the town may vote to reinstate the board of cemetery trustees. A new board of cemetery trustees shall be elected at the town meeting next following the vote to reinstate the board of cemetery trustees.

IV. Any town that has a municipal charter form of government may specify in its charter the procedure to be utilized for the election or appointment of cemetery trustees. Such procedure shall be adopted under the provisions of RSA 49-B.

Source. 1994, 318:2. 1995, 62:1, 2, eff. July 8, 1995.



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

FINAL NOTICE OF VIOLATION

DATE: July 11, 2016

TO: Ms. Katherine Holmes
3 Sanborn Street
Exeter, New Hampshire 03833

RE: Town Zoning Ordinance Violations

AT: 3 Sanborn Street, Exeter, N.H.
Tax Map #73, Parcel #90
Zoning Designation: R-2, Single Family Residential

IN THE FORM OF: You are hereby notified that a condition, which is in violation of the Town of Exeter's Town Zoning Ordinances has been found existent on the premises located at the above-captioned address. .

COMPLAINT SPECIFICS: The exterior of the above-captioned property is cluttered with used and discarded materials including building materials, house furnishings, machinery, and other miscellaneous debris.

This property is considered a junkyard in accordance with Article 2, Section 2.2.40 of the Town of Exeter Zoning Ordinance (see enclosed copy of definition of "Junkyard".) Junkyards are not a permitted use in the R-2, Single Family Residential zoning district.

CORRECTIVE ACTION REQUIRED:

1. Outdoor storage of building materials, house furnishings, machinery, and other miscellaneous debris will need to be removed.
2. Your property must be brought into total compliance, **no later than July 26, 2016.**

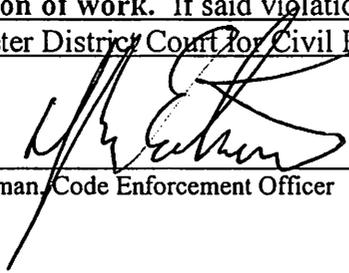
COMPLY NO Within 15 days from date of this notification, no later than Tuesday, July
LATER THAN: 26th, 2016.

PER ORDER OF EXETER CODE ENFORCEMENT OFFICER.

Penalty: Any person who shall violate a provision of this code shall be subject to a civil penalty not to exceed \$275 for the first offense and \$550 for subsequent offenses for each day that such violation is found to continue pursuant to RSA 676:17. Appeals shall be made to the Zoning Board of Adjustments (ZBA) in the form of an APPEAL FROM AN ADMINISTRATIVE DECISION within 30 days of the date of this notice.

It is the responsibility of the property owner to notify the Town of Exeter Code Enforcement Officer upon completion of work. If said violation is not corrected by the above date, this citation will be submitted to the Exeter District Court for Civil Prosecution (a court citation will be issued).

SIGNED _____


Douglas Eastman, Code Enforcement Officer

DATE: _____


7/11/16

paved gravel or crushed stone driveways and parking areas and walkways unless designed to absorb or infiltrate water.

- 2.2.39 **Independent Living Facilities:** Similar to the Active Adult Community but provides some support services such as cleaning, laundry, food, transportation, and other services. Group facilities may be provided on premises for recreation and social interaction.
- 2.2.40 **Junkyard:** An area of land, with or without buildings, primarily used for the storage outside of a completely enclosed building, of used and discarded materials, including but not limited to waste paper, rags, metal, building materials, house furnishings, machinery, vehicles or parts thereof, with or without the dismantling, processing, salvage, sale or other use of disposition of the same. Junkyard also means any business and any place of storage or deposit, whether in connection with another business or not, which has stored or deposited two or more unregistered motor vehicles which are no longer intended or in condition for legal use on the public highways, or used parts of motor vehicle or old iron, metal, glass, paper, cordage, or other waste or discarded or secondhand material which has been a part, or intended to be a part, of any motor vehicle, the sum of which parts shall be equal in bulk to two or more motor vehicles. Junkyards shall also include any place of business or storage or deposit of motor vehicles purchased for the purpose of dismantling the vehicles for parts or for use of the metal. (See Article 6.2)
- 2.2.41 **Laboratories:** A building or group of buildings in which are located facilities for scientific research, investigation, testing or experimentation, but not facilities for the manufacture or sale of products, except as incidental to the main purpose of the laboratory.
- 2.2.42 **Landscape Services:** An establishment for the sale and service of landscape materials. The establishment stocks and delivers most of the items sold. Stock may include paving materials, fencing, plants, nursery products and stock, potting soil, mulch, hardware, power equipment and machinery, garden and farm variety tools and utensils and outdoor furniture.
- 2.2.43 **Light Industry:** A use engaged in the manufacture, predominately from previously prepared materials, of finished products or parts, including processing, fabrication, assembly,

AGREEMENT FOR PROFESSIONAL SERVICES
REHABILITATION OF THE STRING BRIDGES

This is an agreement between the Town of Exeter (Client) and Hoyle, Tanner & Associates, Inc. (Consultant) for professional services for the Client's project which is generally described as the rehabilitation of the two bridges carrying String Bridge. The Consultant's services under this agreement are generally described as follows: construction phase engineering services for the two bridges carrying String Bridge and associated roadway improvements.

The effective date of this Agreement is _____. Client and Consultant further agree as follows:

Article 1: Scope of Services

Consultant shall provide the services set forth in Exhibit A.

Article 2: Client's Responsibilities:

The Client shall provide to the Consultant all of Client's criteria and information as to requirements for the Project including objectives, constraints, performance requirements, and budgetary limitations.

The Client shall provide the Consultant with all information available to the Client pertinent to the Consultants work under this Agreement. The Client shall assist the Consultant as necessary to obtain available pertinent information from Federal, State or local offices or from other engineers or others who have previously worked for the Client on matters affecting this Project. Client shall also make available all information Client may have relative to concealed, subsurface, soil, and other conditions that are not apparent from visual, non-invasive, and non-destruction observations of the applicable site.

It may be necessary for the Consultant's personnel and/or subconsultants to enter areas of the Project property. The Client shall arrange for and provide the Consultant with access to such areas on a timely basis provided it is public property or the Client has sufficient rights to provide access, or permission is obtained from the private owner.

The Client shall examine all documents prepared for the Project by the Consultant; and at the Client's option, obtain advice from legal counsel, insurance counsel, and other appropriate advisors, and advise the Consultant of any opinion or recommendations resulting from said advice.

The Client shall give prompt notice to the Consultant whenever the Client becomes aware of anything that would have a significant effect on the scope or timing of the Consultant's services.

The Client shall bear all costs related to compliance with this Article of this Agreement. If the Client engages a construction manager or any other professionals for the Project in addition to the Consultant; the Client must define the duties and responsibilities of each professional services provider.

During the construction of the project the Client or his designated representative, other than the Consultant, shall attend the following meetings: Pre-construction bid meeting, bid opening, pre-construction conference, construction progress meetings, and Project completion meetings.

The Client shall advise the Consultant of any safety or security programs which may be applicable to the Consultant during Project site visits.

Client shall make decisions and perform other Client responsibilities in a timely manner so as not to delay the Consultant's performance of services.

Client's responsibilities may include those included in Exhibit A.

Article 3: Schedule

Consultant is authorized to begin providing services on the effective date of the Agreement. The Consultant shall perform services in conformance with the schedule guided by and subject at all times to sound judgment and practice in accordance with law and professional ethics.

If the schedule changes or orderly progress of services is impaired through no fault of the Consultant; the schedule for services shall be adjusted and compensation may be adjusted by amendment to this Agreement.

Specific schedule requirements for providing services may be provided in Exhibit D.

Services will be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Project. Notwithstanding anything to the contrary contained herein, Consultant shall not be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control or without its negligence.

Article 4: Compensation and Payment for Services

The Consultant shall charge for all services requested by the Client and rendered by the Consultant in connection with the Project in strict accordance with the conditions set forth in this Article of the Agreement.

The charges made by the Consultant under this Article and the payment of said charges by the Client shall constitute full compensation for all expenses incurred by the Consultant in connection with the services rendered including F.I.C.A. taxes, Federal and State unemployment taxes, costs in connection with employees' benefits, office expenses, supplies, and equipment, the general costs of doing business, and the Consultant's profit; and Subconsultants engaged by the Consultant for the Project, if any.

The Consultant's compensation for services and the method of compensation shall be as described in Exhibit C.

The Consultant shall prepare and submit monthly applications for payment for services completed under this Agreement.

Invoices shall be the Consultant's standard form or other form approved by Client.

Invoices are due within thirty (30) days of receipt by Client.

If payments are not made on time, Consultant may suspend services under this Agreement, after giving Client seven (7) days' notice, until payment is received by Consultant. Client waives any and all claims against Consultant due to such suspension of services and agrees to appropriate adjustments to the Project schedule and Consultant's schedule.

Client may withhold payment of a disputed invoice, however, Client must advise Consultant promptly of the reason for doing so and Client agrees to process and pay any portion of the invoice which is not in dispute. Client shall not withhold payments based on damages that the Client has incurred or alleges that it has incurred unless Consultant has been adjudged liable for such damages and failed to compensate the Client accordingly within 30 days of such determination.

Article 5: Standard of Care

The standard of care for all professional services performed or furnished by Consultant under this Agreement will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and in the same region. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with Consultant's services.

Article 6: Opinions of Cost

When included in Consultant's scope of services, opinions or estimates of probable construction costs are prepared on the basis of Consultant's experience and qualifications and represent Consultant's judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or services furnished by others, over Contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from Consultant's opinions or estimates of probable construction cost. The total cost of the project shall not exceed the total amount as described in Exhibit C without prior written approval by the Client.

Article 7: Compliance with Laws and Regulations

The Consultant shall review codes, regulations, and laws applicable to Consultant's services and shall exercise professional care to design in compliance with all applicable codes, regulations and laws in effect as of the effective date of this Agreement. Consultant cannot warrant that the applicable interpreting or enforcing authority will similarly interpret such requirements. If such codes, regulations and laws change during the project and are imposed during the project by government authorities with jurisdiction over the project, such changes may require changes to the Consultant's scope of services, schedule and compensation.

Article 8: Underground Facilities

The location of underground facilities may be required in order to perform subsurface explorations for the project and the location of underground facilities may be shown on the construction Contract drawings.

Unless otherwise provided, Client shall provide Consultant with the locations of underground facilities, structures and utilities. If the locations are not known, are inaccurate or cannot be confirmed, Client accepts and retains all risk of damages or losses resulting from the exploration work.

Consultant will take reasonable precautions to avoid damage to underground facilities and shall coordinate the locations of such facilities with known owners of the facilities.

The information shown on the construction Contract drawings with respect to underground facilities shall be based on information furnished by the facility owners to the Client and Consultant and Consultant shall not be responsible for the accuracy or completeness of such information.

If conditions or locations of underground facilities are found to be different during construction appropriate adjustments, if any, shall be made in accordance with the provisions of the construction Contract.

Article 9: Construction Phase Services

If this Agreement provides for any construction phase services by Consultant, it is understood that the Contractor, not Consultant, is responsible for the construction of the project, and that Consultant is not responsible for the acts or omissions of any Contractor, Subcontractor or material supplier; for safety precautions, programs or enforcement; or for construction means, methods, techniques, sequences and procedures employed by the Contractor.

The Consultant, including the resident project representative if provided, does not assume any responsibility for the Contractors failure to perform the construction in accordance with the Contract documents.

Site visits and observations by Consultant are intended to provide the Client greater confidence that the completed work by the Contractor will conform to the Contract documents; and site visits are not detailed inspections and do not extend to every aspect of the Contractor's work.

Article 10: Design without Construction Phase

Consultant and Client agree that if Consultant's services do not include construction phase services, Client or Client's designated agent shall be solely responsible for interpretation of the Contract documents and observing the work of the Contractor to discover, correct and mitigate errors, inconsistencies or omissions and if Client authorizes deviations from the Consultant prepared documents or if conditions are discovered that are not accounted for in the Consultant prepared documents, Client shall not bring any claim against Consultant and shall indemnify and hold Consultant, its agents and employees harmless from and against claims, losses, damages and expenses, including but not limited to defense costs and time of the Consultant.

Article 11: Use of Documents and Ownership of Electronic Documents

All documents prepared or furnished by Consultant pursuant to this Agreement are instruments of Consultant's professional service. Consultant grants Client a license to use instruments of Consultant's professional service for the purpose of constructing, occupying and maintaining the Project. Reuse or modification of any such documents by Client, without Consultant's written permission and professional involvement, shall be at Client's sole risk.

Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that are signed or sealed by Consultant. Files in electronic media format or text, data, graphic or other types that are furnished by Consultant to Client are only for convenience of Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk and without liability to consultant.

When transferring documents in electronic media format, Consultant makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems or computer hardware differing from those in use by Consultant at the beginning of this assignment.

Article 12: Insurance

Consultant procures and maintains insurance as set forth in Exhibit B. Consultant shall cause Client to be an additional insured on any applicable general liability insurance policy of the Consultant. Consultant shall provide Client reasonable notice of changes to any policy.

Client shall require Contractor to carry workers compensation, general liability, property damage, motor vehicle damage and injuries and other insurances to protect Client and Consultant and subconsultant; and Client shall require Contractor's policies to cover Consultant and its subconsultants as additional insureds.

Client may request the Consultant and/or subconsultants provide and maintain additional insurance coverage, however, the expense of such additional coverage shall be the Client's.

Article 13: Suspension and Termination

Client may terminate this Agreement with seven days prior written notice to Consultant for convenience or cause. Consultant may terminate this Agreement for cause with seven days prior written notice to Client. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until Consultant has been paid in full all amounts due for services, expenses and other related charges.

Article 14: Indemnification and Limitation of Liability

To the fullest extent permitted by law, Consultant shall defend and indemnify Client, its officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses

recoverable under applicable law, but only to the extent caused by a negligent act, error, or omission of Consultant or Consultant's officers, directors, members, partners, agents, employees, or subconsultants in the performance of services under this Agreement.

Article 15: Dispute Resolution

Client and Consultant agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement to mediation.

Article 16: Environmental Conditions

It is acknowledged by both parties that Consultant's scope of services does not include any services related to the presence at the site of asbestos, PCBs, petroleum, hazardous waste or radioactive materials. Client acknowledges that Consultant is performing professional services for Client and Consultant is not and shall not be required to become an "arranger," "operator," "generator" or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA). Further, Consultant has no responsibility for the handling, identification, remediation, or presence of any hazardous materials at the site.

Article 17: Controlling Law

This Agreement shall be governed by the laws of the State of New Hampshire.

Article 18: Successors and Assigns

The Client and the Consultant each binds itself, its partners, successors, executors, administrators and assigns, to the other party of the Agreement and to the partners, successors, executors, administrators and assigns, for such other party to all covenants of this Agreement.

Except as above, neither the Client nor the Consultant shall assign, sublet or transfer its interest in this Agreement without the written consent of the other party hereto.

Nothing in this paragraph shall prevent the Consultant from employing such independent subconsultants as Consultant may deem appropriate to assist in the performance of the services of this Agreement.

Article 19: Severability

If any of the terms and conditions of this agreement are deemed unenforceable or invalid, in whole or in part, by judgment or order of a court, that shall not affect the remaining terms and conditions of the Agreement and they shall remain in full force and effect.

Article 20: Waiver of Provisions

Non-enforcement of any provision of this Agreement by the Client or the Consultant shall not constitute a waiver of that provision; and non-enforcement shall not prohibit subsequent enforcement of the provision or any other provision of the Agreement.

ACCEPTANCE

For Hoyle, Tanner & Associates, Inc.:



Sean T. James, P.E.
Vice President

May 25, 2016
(Date)

For The Town of Exeter

PLEASE PROCEED WITH THE PROJECT AS INDICATED.

(Name)

(Date)

(Title)

EXHIBIT A
Scope of Services

Construction Phase

Consultant shall:

- C-1. Review Contractor Bonds and Certificates of Insurance for compliance with Contract Documents.
- C-2. Prepare Notice to Proceed (NTP) for Client signature and issuance to the Contractor.
- C-3. Coordinate, attend and lead a Pre-Construction Meeting at Client Offices and prepare meeting minutes.
- C-4. Provide construction contract administration, shop drawing / product submittal reviews and process pay requisitions.
- C-5. Furnish a part-time Resident Project Representative (RPR) to observe the progress of the construction work.
- C-6. Provide on-call consultation to address Contractor or Client questions or concerns and provide clarification to contract documents.
- C-7. Perform measurement and documentation of quantities and assist in reviewing applications for payment submitted by the Contractor.
- C-8. Summarize our observations by filling out daily reports of those times while on site.
- C-9. Engage and coordinate the services of a subconsultant materials testing firm and review testing reports.
- C-10. Attend and lead monthly on-site construction progress meetings and prepare meeting minutes (8 meetings are assumed).
- C-11. Assist in Contractor close-out operations including one final field observation and preparation of a "punch-list" of outstanding work items to be completed by the Contractor.
- C-12. Provide one set of "Record" drawings (prints) to Client and one set to the NHDOT.
- C-13. Provide a NHDOT Form 4 Bridge Capacity Rating (with calculations) to the NHDOT.
- C-14. Prepare a post-construction report documenting the status of the completed construction and submit to NHDES as required by the Wetlands Permit for the project.

Assumptions

Consultant assumes:

- During the duration of the services performed under this Agreement, direct salaries may be adjusted as part of Hoyle, Tanner's company-wide salaries for cost of living and merit increase and shall not be limited to employees working on this project.
- Hoyle, Tanner's Resident Project Representative (RPR) shall have the duties and responsibilities outlined in Section 00800, Paragraph SC-9.10 in the document titled "Bidding Requirements, Contract Documents and Technical Specifications" prepared by Hoyle, Tanner for the above referenced project.
- Shop drawings and working drawing reviews are assumed to include a maximum of two reviews of the following:
 - Item 503.101 and Item 503.102, Water Diversion Structures
 - Item 520.021, Concrete Bridge Rail
 - Item 619, Traffic Control Plan
 - Item 645.7, Stormwater Pollution Prevention Plan (SWPPP)
 - Concrete Mix Design
 - Asphalt Mix Designs
 - Product data and samples for several items as listed in Section 1300 of Bidding Requirement, Contract Documents and Technical Specifications
- Review and approval of shop drawings does not extend to the means and methods of construction nor to safety precautions and programs of the Contractor.
- Hoyle, Tanner will arrange for a local construction testing agency to perform material testing of cast-in-place concrete, and soil backfill compaction. All soil and asphalt materials will be tested by personnel certified by the NorthEast Transportation & Certification Program (NETTCP). All concrete materials will be tested by personnel certified by the NETTCP, the American Concrete Institute or the Prestressed Concrete Institute as appropriate. We intend to use S.W. Cole Engineering, Inc., from Somersworth, NH for these services. An estimate of the cost for these services is included in our estimate of fee and reimbursable expenses indicated in Exhibit C.
- Measurement and documentation of quantities will include the following tasks:
 - A Quantity Book shall be prepared in advance of construction for use in the field by the RPR.
 - The RPR will measure all items constructed on a daily basis and record them in a field book.
 - The field measurements will then be cross-referenced into a Quantity Book and brought forward to a summary spreadsheet for each pay period.
 - Each pay requisition submitted by the contractor will be reviewed versus the summary spreadsheet.
- The contractor's construction contract will have a duration of 490 calendar days (70 weeks) to achieve substantial completion and an additional fifteen (15) days (which equates to a project total of 505 calendar days or 72 weeks) to achieve final completion

starting during the summer 2016 with all on-site work occurring between 7 AM to 7 PM, Monday through Friday. The first 2 weeks of the construction contract duration are expected to be used for submittals, utility coordination and project start-up (i.e. no on-site work). The Contractor's on-site construction duration is expected to require the remaining contract days or 68 weeks to achieve substantial completion and an additional 2 (70 weeks total) to achieve final completion.

- The contractor's construction contract will have a mandatory shutdown of 31 weeks and will occur between December 2016 and July 2017. During this time the contractor will not be on-site.
- Part-time construction observation services will be provided by Hoyle, Tanner's RPR. On average, 2 site visits for construction observation will be required every week for the contractor's on-site construction duration of 37 weeks to achieve substantial completion. An additional 1 site visit will be required during periods of extensive construction (assumed 15 weeks) and 1 site visit will be required between the Contractor's substantial and final completion of the project to verify punch list items. A total of 90 site visits have been assumed.
- Our on-call consultation services by staff members other than the part-time RPR will be based on contractor's on-site duration of 39 weeks to achieve final completion and an additional 2 weeks prior to contractor taking site. A total of 41 weeks for on-call consultation has been assumed. On average, 4 hours of on-call consultation will be required per week.
- Dispute resolution during construction between Client and Contractor will not include mediation, arbitration or litigation. Dispute resolution will be solely handled between the Client, Contractor and Engineer as necessary. Should the dispute resolution escalate to a point where mediation, arbitration or litigation is required, Hoyle, Tanner's fees and rates may be renegotiated should Client require participation in the proceedings.
- Consultant shall not be responsible for acts or omissions of the Contractor(s).
- Consultant shall not be responsible for site security or site safety.
- Consultant shall not be responsible for failure of the Contractor to construct the project in accordance with the construction Contract documents.
- Review and approval of shop drawings does not extend to the means and methods of construction nor to safety precautions and programs of the Contractor.
- Approval of payment to Contractor represents the Consultants judgment based on information available and does not mean the Consultant has performed an exhaustive inspection of the Contractor's work; nor does recommendation of payment impose any responsibility on Consultant to supervise or direct any activities of the Contractor, nor any responsibility for the Contractor's means and methods, safety programs or compliance with laws and regulations.

**Exhibit B
INSURANCE**

Consultant has the following Insurance coverages:

- | | | |
|--|--------------|--------------------------|
| a. Workers' Compensation
and Employers' Liability | \$ 500,000 | Each Accident |
| | \$ 500,000 | Disease-Each Employee |
| | \$ 500,000 | Disease-Policy Limit |
| b. General Liability
Commercial Package | \$ 1,000,000 | Per claim |
| | \$ 2,000,000 | Annual Aggregate |
| c. Umbrella | \$ 9,000,000 | Each Occurrence |
| | \$ 9,000,000 | Aggregate |
| e. Business Auto
(Hired and Non-Owned) | \$ 1,000,000 | Each Occurrence |
| | \$ 2,000,000 | General Aggregate |
| | \$ 2,000,000 | Products- Comp/Op Agg |
| | \$ 1,000,000 | Personal & Adv Injury |
| | \$ 10,000 | Med Exp (any one person) |
| f. Professional Liability | \$ 3,000,000 | Per claim |
| | \$ 3,000,000 | Annual Aggregate |

**EXHIBIT C
Compensation for Services**

Client shall pay Consultant for services set forth in Exhibit A and in accordance with the provisions of Article 4 of this Agreement as follows:

Standard Hourly Rates Method of Payment

Construction Phase (Tasks C-1 through C-14)	\$	99,436.00	Estimated Amount
Total Compensation	\$	99,436.00	Estimated Amount

The estimated amounts shall equal the cumulative hours charged by each class of Consultant's personnel time applicable standard hourly rates for each category.

The estimated amounts include reimbursable expenses such as transportation, postage, telephone, fax, printing and equipment rental; and include charges of subconsultants engaged by Consultant.

The Consultant may modify the amounts for individual phases to reflect services actually provided by phase; however, Consultant shall not exceed the total Compensation without the approval of Client.

Consultant shall bill Client based on hours charged at standard billing rates plus reimbursable expenses incurred plus subconsultant expenses for the billing period.

NHDOT FUNDING SUMMARY

The following is a summary of the total project costs to date:

Preliminary Engineering (PE)			
Engineering Study Phase	\$56,273.60	\$14,068.40	\$70,342.00 ¹
Design Phase	\$92,112.00	\$23,028.00	\$115,140.00 ¹
Bid Phase	\$4,932.80	\$1,233.20	\$6,166.00
PE Total	\$153,318.40	\$38,329.60	\$191,648.00
ROW Total	\$800.00	\$200.00	\$1,000.00 ³
Construction (CON)			
Construction Cost	\$761,787.20	\$367,196.80 ⁵	\$1,128,984.00 ⁴
Construction Engineering	\$79,548.80	\$19,887.20	\$99,436.00 ²
TOTAL	\$995,454.40	\$425,613.60	\$1,421,068.00

¹ Complete

² Fee Estimate included in the Proposal

³ Assumed by Consultant

⁴ Based on actual Contractor bid

⁵ Includes Non-Participating Items

**EXHIBIT D
Schedule**

Consultant shall perform the services indicated in Exhibit A in conformance with the following:

Construction Phase Services C-1- through C-14

- Project Startup, Shop Drawings,
Construction Administration 2 Weeks
- Resident Project Representative (RPR)
Services 68 Weeks
- Completion of Project Closeout and
Record Drawings 4 Weeks

14-0857.2 M

May 3, 2016

Hoyle Tanner & Associates, Inc.
Attention: Mr. Sean James P.E.
150 Dow Street #402
Manchester, NH 03101

Subject: Proposal
Construction Materials Testing Services
String Bridge Road Bridges over the Squamscott River
Exeter, New Hampshire

Dear Sean:

As requested, S. W. Cole Engineering, Inc. (S.W.COLE) is providing this Proposal to provide construction materials testing services during rehabilitation of the String Bridge over Exeter River located in Exeter, New Hampshire.

PROPOSED CONSTRUCTION

We understand String Bridge Road has two 1930's cast in-place concrete, rigid frame bridges each with 50-foot spans. The concrete span is topped with a layer of gravel and asphalt pavement. We understand restoration will include removing the pavement section to reveal the bridges' concrete rigid frame. Deteriorated concrete will be repaired throughout the bridges' surfaces including deck, rigid frame, legs, railing, fascia and wingwalls. The roadway will be re-filled with base aggregates and paved with hot mix asphalt. We anticipate construction relative to our services will consist of excavation, backfilling and compaction of soils and placement of concrete. We anticipate work will begin in June 2016.

SCOPE OF SERVICES

S.W.COLE will perform construction materials testing services as directed by the owner or their designated representative. We understand that our scope of services will include the following materials testing services:

Soils and Filling

- Sample and test soil fill materials
- Observe placement and perform compaction tests on fill materials

Concrete Construction

- Observe usage of required design mix
- Perform tests for air and mix temps, slump and air content during placement
- Cast strength test specimens and test for compressive strength

It should be understood by the Client and others providing services on this project that the scope of observations and testing performed by S.W.COLE are for the use of our Client and are not a substitute for the quality control requirements of others. We understand S.W.COLE does not have the authority to accept or approve any work performed by contractor(s), and that the general contractor has full responsibility for the project including means and methods, schedule, safety, completeness, and quality in accordance with the project contract specifications.

SCHEDULE

We anticipate that our services will be needed on a part time basis as scheduled by the client or their designated representative. We generally request 24 hours' notice for scheduling of field services. The project will be serviced from our Somersworth, New Hampshire office. Our project manager will be Scott L. Harmon and can be reached at 603-692-0088 or Scott.Harmon@swcole.com. Our contact for scheduling is Brenda Hazzard and she can be reached at 603-692-0088 or Brenda.Hazzard@swcole.com.

REPORTS

We will provide reports of testing directly to the Client, with informational copies forwarded to others as requested by the Client. Please forward a report distribution contact list to Brenda Hazzard (Brenda.Hazzard@swcole.com).

BUDGET AND COMPENSATION

S. W.COLE will charge for services rendered on a unit rate basis according to the attached Charge Rate Schedule (Attachment A). We prepared a budget estimate for our



14-0857.2 M
May 3, 2016

services based on the frequency of visits provided by the client. We recommend a budget of \$5,500 for the services described within (see Attachment A-1).

TERMS AND CONDITIONS

This Task Order is issued pursuant to, and in accordance with the terms of an Agreement for Professional Services entered into by and between S.W.COLE and Hoyle, Tanner & Associates, Inc. dated August 27, 2015.

If this Task Order meets with your approval, please sign two copies in the space provided below and return one for our files.

We look forward to being of further assistance to you with this project.

Very truly yours,

S. W. Cole Engineering, Inc.

A handwritten signature in black ink, appearing to read 'Scott L. Harmon', written in a cursive style.

Scott L. Harmon

Construction Services Manager

CONTRACT ACCEPTANCE:

BY: _____

TITLE: _____

FIRM: _____

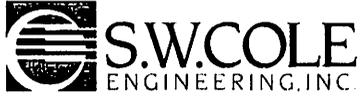
PHONE: _____

DATE: _____



**Charge Rate Schedule
General Services**

<u>ITEM</u>	<u>UNIT</u>	<u>RATE</u>
<u>Field Personnel Services</u>		
Concrete & Soil Field Technician	Hour*	\$52
Asphalt Technician	Hour*	\$55
Senior Technician	Hour*	\$65
Construction Services Project Manager	Hour*	\$95
Geotechnical Engineer	Hour*	\$85
Senior Geotechnical Engineer	Hour*	\$125
<u>Laboratory Services</u>		
<i>Soil</i>		
Grain Size Analysis (ASTM C-136 & 117)	Each	\$95
Grain Size Analysis with Hydrometer (ASTM D-422)	Each	\$180
Standard Proctor (ASTM D-698)	Each	\$125
Modified Proctor (ASTM D-1557)	Each	\$125
Organic Content (ASTM D-2974)	Each	\$75
Atterberg Limits (ASTM D-4318)	Each	\$95
pH Determination (ASTM D-4972)	Each	\$25
<i>Concrete</i>		
Cylinder Compressive Strength (ASTM C-39)	Each	\$15
Drilled Core Compressive Testing (ASTM C-42)	Each	\$90
Absorption of Drilled Cores (ASTM C-497)	Each	\$90
Chloride Ion Penetration (ASTM C-1202)	Each	\$300
<i>Asphalt</i>		
Extraction/Gradation Test (AASHTO T-164)	Sample	\$155
Bulk Specific Gravity (AASHTO T-166)	Each	\$30
Theoretical Maximum Density (AASHTO T-209)	Each	\$95
<i>Masonry</i>		
Absorption & Moisture Content, ASTM C 140	Set of 3	\$95
Compression Testing - Masonry Prism, (ASTM C-1314)	Each	\$125
Compression Testing - Concrete Masonry Unit, (ASTM C 140)	Set of 3	\$225
Compression Testing - Mortar Cube, (ASTM C-109)	Each	\$25
Compression Testing -Grout Prism, (ASTM C-1019)	Each	\$45



05-0971 M
Revised August 27, 2015

Equipment

Nuclear Densometer, ASTM D 6938 (\$75/Day Max.)	\$ 7/Test
Windsor Probe	\$ 35/Shot
Field CBR Test Equipment	\$300/Day
Concrete/Asphalt Core Drilling Equipment	\$200/Day
Power Auger	\$150/Day
Generator	\$ 70/Day
Reinforcing Steel Mapping Equipment	\$110/Day

Other Direct Charges

OTHER DIRECT CHARGES (COPIES, PHOTOS, ETC.)	@ Cost + 5%
SUBCONTRACT (<i>Backhoe or Test Boring Rig, Analytical Testing, Etc.</i>)	@ Cost + 15%
Mileage**	\$0.59/ mile

* Hourly rates are billed in ¼ hour increments, portal to portal

** Mileage rate of NHDOT and FHWA projects will be billed in accordance with current IRS permissible rate



PROPOSAL COST ESTIMATE

PROJECT NAME:	Exeter, NH - String Bridge Over Exeter River
CLIENT:	Hoyle Tanner & Associates, Inc.
PROJECT NO:	14-0857.2 M
DATE:	5/3/2016
PROJECT MANAGER:	Scott Harmon

ESTIMATED SUBTOTAL \$ 5,140

ESTIMATED TOTAL WITH 10% CONTINGENCY \$ 5,654

TASK	Unit	Unit Rate	Trips/Week	No. of Weeks	TRIPS	SUBTOTAL (including travel)
FIELD SERVICES						
<u>Earthwork - Roadwork</u>						
Soil Testing - Half Days	Half Day	310.0	6.0	1.0	6.0	\$ 1,860
Field Density Tests (assume 25 tests)		7.0	25.0	1.0	25.0	\$ 175
<u>Cast In-place Concrete</u>						
Field Testing - Fulltime	Full Day	515.0	2.0	1.0	2.0	\$ 1,030
Field Testing - Half days	Half Day	310.0	2.0	1.0	2.0	\$ 620
						\$ -
TOTAL FOR FIELD SERVICES						\$ 3,685

LABORATORY SERVICES				NO. UNITS	UNIT RATE	
<u>Soil (Section 304 & 209)</u>						
Sieve Analysis				4	95	\$ 380
Moisture Density				5	125	\$ 625
<u>Concrete (Section 520)</u>						
Compressive Strength Cyls - (CIP)		Assume 6 sets of 5		30	15	\$ 450
TOTAL FOR LABORATORY TESTING						\$ 1,455

* ASSUMED VALUES



Russ Dean <rdean@exeternh.gov>

Kingston Rd - survey

Jennifer Mates <jmates@exeternh.gov>

Wed, Jul 20, 2016 at 9:18 AM

To: Trisha Allen <tallen@exeternh.gov>, Marie Tontodonato <mtontodonato@exeternh.gov>, Desiree Murphy <dmurphy@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Russell Dean <rdean@exeternh.gov>, Jennifer Perry <jperry@exeternh.gov>, Jay Perkins <jperkins@exeternh.gov>, Dis Patch <dispatch@exeternh.gov>, William Shupe <wshupe@exeternh.gov>

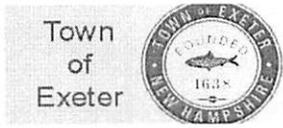
Just an FYI in case you get questions...Surveyors will be starting work on Kingston Road (from Westside Dr to Pickpocket Rd) on Friday. They will be flagging wetlands and be surveying that section of the road, which will take a few weeks to complete. This is part of the shoulder widening/bike lane project.

The public input meeting for this project is 8/17. I'll be sending out notices to abutters, email, website, etc. next week.

Thanks,
Jen

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!



Russ Dean <rdean@exeternh.gov>

COA

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

Tue, Jul 12, 2016 at 11:58 AM

Hi,

The old COA would like to expend the \$2000 on some bridges table for the Senior Center and maybe something else. Are they still a committee and can they do that?

--

Michael Favreau, CPRP, CPO
Director, Exeter Parks and Recreation
mfavreau@exeternh.gov

**United Way
of the Greater Seacoast**

Pease International Tradeport
112 Corporate Drive, Unit 3
Portsmouth, NH 03801
603.436.5554
Fax: 603.436.6349
unitedway@uwgs.org
www.uwgs.org

Town Manager's Office

JUL 18 2016

Received



July 12, 2016

Board of Selectmen
c/o Mr. Russell Dean
Town of Exeter
Exeter, NH 03833

RE: Letter of Support for Property Tax Exemption, Great Bay Kids' Company

Dear Board of Selectmen & Town Manager:

Please accept this letter offered in support of the request for a continued property tax exemption for the Great Bay Kids' Company (GBKC) under RSA 72:23 (IV) on the basis that it is an educational program and not simply a "day care" for children.

United Way's mission is "Unite to Create Positive, Lasting Change for People in Need" and we focus on two foundations of better lives: Financial Opportunity (ensuring that individuals and families have safe housing, quality childcare, and earn enough to support themselves) and Educational Success (ensuring that children enter school ready to learn, develop critical social and academic skills, and get the support they need to stay in school and graduate).

United Way's strategic investments include multi-year grants awarded to high-performing local agencies with a proven track record of success in meeting outcomes for their clients. The eligibility requirements set standards for quality programming as well expectations for organizational financial stability. United Way invests its resources in agencies and programs that help us to succeed in meeting our goals for children and families.

Eligibility standards for agency applications under our "Quality Early Care and Education" category include:

- Agencies must have (state of NH) licenses in good standing;
- Agencies must regularly screen and assess all children enrolled in care both to identify developmental delays and to inform individualized instruction and care;
- Agencies must use a curriculum that is based on developmentally appropriate practices; (*The National Association for the Education of Young Children defines developmentally appropriate practice – or DAP – as intentionality in making the many short- and long-term decisions related to "practice that promote young children's optimal learning and development." – NAEYC Position Paper 2009*).
- Agencies must ensure that teachers have sensitive, stimulating, and responsive relationships with children;
- Staff providing early education and care must meet minimum qualifications required by state licensing and must participate in ongoing professional development activities;

**United Way
of the Greater Seacoast**

Pease International Tradeport
112 Corporate Drive, Unit 3
Portsmouth, NH 03801
603.436.5554
Fax: 603.436.6349
unitedway@uwgs.org
www.uwgs.org



- Agencies must have a culturally-sensitive approach to working with families of children that supports caregivers' understanding of their children's learning and development.

Great Bay Kids' Company has been a funded agency partner of United Way for many, many years. The agency has consistently met or exceeded the standards as noted above. If the services they provided were limited to "day care" and were not strongly aligned with United Way's goals and standards, they would not have been invited to apply for funding.

Great Bay Kids' Company program provides exemplary and high quality early education for the infants, toddlers and school-aged children they serve.

Should you have any questions, please do not hesitate to contact me (lwool@uwgs.org).

Respectfully,

A handwritten signature in black ink that reads "Lauren Wool". The signature is written in a cursive, flowing style.

Lauren Wool, Senior Director Community Impact
United Way of the Greater Seacoast

Dear Members of the Board,

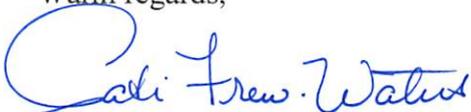
Thank you for taking action and making a difference in your community. Your financial support of Seacoast Family Promise ensures that families remain safe and intact as they work through a difficult time in their lives.

Your contribution is being used to directly support the families and children we serve as they complete the hard work it takes to become self-sufficient community members: finding full-time employment and stable housing, becoming financially literate and supporting healthy children.

I thank you for making a personal investment in our efforts with your donation of \$375 on July 1, 2016.

On behalf of the over 200 families of Seacoast Family Promise, thank you for your support.

Warm regards,



Pati Frew-Waters, Executive Director



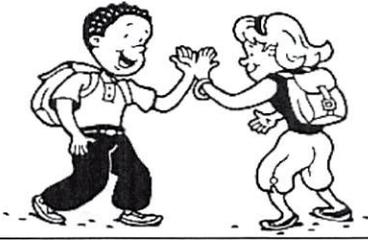
Town Manager's Office

JUL 15 2016

Received



6 Emery Lane, P.O. Box 233, Stratham, NH 03885 - (603)658-8448 - fax (603)658-8447
director@seacoastfamilypromise.org - www.seacoastfamilypromise.org
Seacoast Family Promise is a 501©3 non-profit organization.
Your donation is tax deductible to the extent allowed by law.
No goods or services were provided in exchange for this donation.



"The test of the morality of a society is what it does for its children." ~Dietrich Bonhoeffer

End 68 Hours of Hunger

July 14, 2016

Town of Exeter
10 Front Street
Exeter, NH 03833

Thank you for your donation in the amount of \$250.00 to support End 68 Hours of Hunger. Your generous support will help provide food for the children in our community who are food insecure on the weekends. We are a volunteer organization which allows 100% of your donation to go directly toward the purchase of food.

Childhood hunger is a national problem. It occurs when children receive insufficient food on a regular basis. After a while, these children also experience "fear of hunger" that affects their behavior as much as physical hunger affects their body. We provide a bag filled with food items to those children to sustain them over the weekend. In doing so, the children's nutritional needs can be met week to week.

For your reference, End 68 Hours of Hunger is a 501c(3) registered non-profit. All donations made are tax-deductible. For your records our tax-exempt ID # is: 45-0998251. No goods or services were received for this contribution.

Again, thank you for your thoughtful gift.

Kim + Sue

Kimberly Army and Susan Abizaid
Exeter Program Coordinators

Town Manager's Office

JUL 18 2016

Received



July 12, 2016

Selectmen
Town of Exeter
10 Front St
Exeter, NH 03833

Dear Selectmen,

Please allow me to express our profound gratitude on behalf of the Board and staff of CASA of New Hampshire for your recent gift of \$125.00. It is because of your support and shared concern for our state's vulnerable children that we are able to ensure dedicated advocates are by the sides of so many children who need a voice.

Your gift will have a direct impact on the lives of New Hampshire children victimized by abuse and neglect. While CASA volunteer Guardians ad Litem (GALs) cover nearly 80% of the child abuse and neglect cases in the New Hampshire Court System, we aim to provide advocacy for 100% of the cases that need one. Your gift helps bring CASA closer to realizing this goal.

Thank you for your generous contribution. We appreciate partnering with the Town of Exeter in our united vision of a safe, permanent home for every child in New Hampshire.

Gratefully,

Marcia R. Sink
President/CEO

No goods or services were provided in exchange for your contribution. Tax ID: 02-0432242.

Town Manager's Office

JUL 15 2016

Received

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

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

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



**Richie McFarland
Children's Center**

Building Brighter Futures for Children
and their Families

July 12, 2016

Town of Exeter – Board of Selectmen
Russell Dean, Town Manager
10 Front Street
Exeter, NH 03833-2792

Dear Mr. Dean and Board of Selectmen,

Please, extend our sincerest thanks to the residents of Exeter and the town officials for approving \$9,900.00 in response to our 2015-2016 Social Services funding request. On behalf of the families we served in your town last year, we truly appreciate your continued support and 2nd quarterly installment of \$2,475.00 (*Check #00034311 – Dated: 07/01/16*).

Thank you for your commitment to the youngest residents of Exeter and your part in helping families have access to Early Intervention supports and services through the Richie McFarland Children's Center. This investment makes a significant difference in our ability to help children enter school ready to learn.

Please, do not hesitate to contact me if you have any questions, concerns, or comments. I can be reached at (603) 778-8193 or via our email address: info@richiemcfarland.org.

Sincerely,

Peggy Small-Porter
Executive Director

Town Manager's Office

JUL 15 2016

Received



RPC TAC MEETING

Minutes

May 26, 2016

RPC Conference Room

Members Present: Art Ditto, Chair, Rye; Richard McDermott, Hampton Falls; Robert Clark, Atkinson; Ken Christiansen, Brentwood; Juliet Walker, Portsmouth; Richard Hartung, Hampstead; Dave Sharples and Don Woodward, Exeter; Tim Moore, Plaistow; Chris Jacobs, Hampton; Rad Nichols, COAST; and Leigh Levine, FHWA.

Staff Present: Dave Walker, Scott Bogle and Roxanne Rines, RPC.

Meeting Opened at 9:00 a.m.

1. Introductions

Attendees introduced themselves and stated what municipality they were from or the agency they represented.

2. Minutes of March 24, 2016, TAC Meeting

Motion: **McDermitt** made a motion to approve the minutes of March 23, 2016, as written. **Moore** seconded the motion. **Motion carried with abstentions.**

3. US 1/NH 101/Hampton Intermodal Center Project Update

Bogle distributed a letter that was sent to the Hampton Board of Selectmen concerning the work completed and the next steps. **Jacobs** stated the timing is not good for an Intermodal Center in downtown Hampton and gave examples of the extra work needed during the summer months at the beach. Discussion ensued.

4. 2017-2026 Ten Year Plan Status

D. Walker reviewed the document included in the packet and explained some of the changes included in the plan. Discussion ensued.

5. SB364 – Complete Streets Study Committee Status

Bogle stated the bill would establish a study committee to look at a complete streets guide for the state. The bill is waiting for the Governor to sign. **D. Walker** stated the FHWA has streamlined their rules for designs on highways under 50 mph; they have eliminated eleven of the 13 rules. That means

the design standards for streets are a lot more flexible if federal funds are used. Discussion ensued about the maintenance of sidewalks on state roads being the municipality's responsibility and the burden it will have on communities.

6. SHRP2 Performance Based Planning Grant Update

D. Walker stated the grant was supposed to start last fall, but it sat at DOT for several months. There is a possible start time of late summer or early fall of this year.

7. Sub-County Population Projections

D. Walker gave a powerpoint presentation explaining the methodology in how the projections are calculated. Discussion ensued about the high and low estimates of the population projections; how OEP's calculations fit into staff's numbers; why a range of population numbers can't be used for planning purposes; the increased traffic during the summer. **D. Walker** stated that staff will also take into account the demographers statistics available.

8. Long Range Transportation Plan Update – Discussion of Regional Crash Data Analysis, VMT Estimates and Scenario Planning Exercise

D. Walker stated he will mostly be speaking about crash data analysis and scenario planning, with a powerpoint presentation. He stated the creation of two new land use scenarios with the goal of understanding the impacts on the transportation system as well as the distribution of population and employment.

MPO staff is working with OEP on developing sub-county population projections. So far, the indication is that the population change in the RPC region is likely to be greater than the "slow growth" scenario.

D. Walker reviewed the crash data, which the basic work is largely complete as it applies to the Long Range Transportation Plan, a more in depth examination of bicycle and pedestrian crashes will help to guide recommendations for related infrastructure improvements.

He continued that staff has created 5 planning scenario's, they are: 1) slow growth; 2) strong, dispersed growth; 3) strong, concentrated growth; 4) strong, dispersed employment growth, residential growth outside of the region; and 5) strong concentrated employment growth, residential growth outside of the region. He gave brief explanations of the above five scenarios.

D. Walker stated work is still ongoing to evaluate the information provided by the regional travel dean model and will feed into the remaining work on the Long Range Plan. Further efforts will gauge the impacts on land use and transportation and will be reflected in many of the same outputs that were included in the Regional Master Plan scenario exercise. Discussion ensued.

9. Coordinated Pubic Transit/Human Service Transportation Plan Update for Derry-Salem Region (if time permits)

Bogle gave a powerpoint presentation reviewing the communities that are included in the service area; an overview of transit coordination; what the state and federal mandates are; the system of

regional coordinating councils that have been developed around the state; the requirements under the FASTACT legislation; and the draft recommendations that will be in the plan. The adoption of this document will take place at the July MPO meeting. Discussion ensued.

10. Project Updates

A handout was distributed with other project updates.

Bogle stated the next round of Transportation Alternatives funding is opening. Letters of interest are due to DOT by July 1st. Staff is available to help communities, just contact them.

Meeting adjourned at 11:05 a.m.

Respectfully submitted,

Roxanne M. Rines
Recording Secretary



Rockingham County
Engineering & Maintenance Services

116 North Road — Brentwood, NH 03833-6614

Telephone: 603 679-2256, ext. 9150

Fax: 603-679-9380

www.co.rockingham.nh.us

To: The Board of Selectmen

Date: July 13, 2016

Reg: Purchasing

To Whom It May Concern:

I would like to introduce myself, my name is Diane Bitomske. I have been employed by the Rockingham County Engineering & Maintenance Department for 29 years. The first eighteen years were spent working in the office as an Administrative Assistant before taking on the position of Production/Inventory Control Clerk eleven years ago.

In March of 2016 my Director, Jude Gates approached me with a reclassification of my position to Purchasing Coordinator, which I graciously accepted. The Board of Commissioners have approved this position in hopes that we may better serve our towns and communities within Rockingham County with their purchasing needs. I will be working with our vendors to establish contracts that will allow the Town Offices, Schools, etc. to receive the same discounted pricing that is available to the County and also bring as much business as possible to our local vendors. Once these contracts are established I will make available to you the contract numbers which you may use for purchasing.

Group Purchasing is also something that I will be looking into (i.e.; road salt/sand), with hopes of obtaining the lowest bulk pricing available. Processing bid requests for such things as paper products, air filters, lamps, water softener salt, etc. on an annual basis is another goal.

If you feel this is something that your town or city would like to participate in or if you have any suggestions I am available either by phone or e-mail to answer any of your questions and to assist you with your purchasing needs.

Respectfully Submitted,

Diane Bitomske/Purchasing Coordinator
Rockingham County Engineering
And Maintenance Services
116 North Road
Brentwood, N.H. 03833

Phone: 603-679-9348

Email; dbitomske@co.rockingham.nh.us

Town Manager's Office

JUL 15 2016

Received



Privatized Development for the Public Sector

Office Locations:

Los Angeles (HQ)
Chicago
Dallas
Miami
Washington DC

July 13, 2016

Mr. Russell Dean
Town Manager
Town of Exeter
10 Front St
Exeter, NH 03833-2754

Dear Mr. Dean,

I would like to set up a time to discuss with you our unique P3 public-private partnership program for the ground-up development or renovation of facilities and infrastructure.

In addition to our design and construction services, we can provide financing at tax-exempt or USDA rates for up to 100% of the cost for you to own or lease the project.

Our program is custom tailored to meet your specific needs with a development team consisting of New Hampshire architects, engineers and contractors. This program speeds up the development process and transfers the design, construction, and financing risk from the public to the private sector.

Please call me at (310) 575-9447 or email me at JTamkin@publicfacilities.com to set up a time for us to discuss our programs.

With Kindest Regards,

PUBLIC FACILITIES INVESTMENT CORPORATION

Jeffrey H. Tamkin
President

Town Manager's Office

JUL 18 2016

Received

Public Facilities Investment Corporation

11755 Wilshire Boulevard, Suite 2350 Los Angeles, CA 90025 PH: (310) 575-9447 FAX: (310) 473-9250

www.publicfacilities.com



TOWN OF EXETER

Planning and Building Department

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

www.exeternh.gov

Date: 6/17/2016
To: Planning Board
From: Dave Sharples, Town Planner
Re: Accessory dwelling units

Although I initially planned on writing this memorandum at a later date, I am writing it now as this topic has been raised on a couple of occasions by the Planning Board at recent meetings so I thought it would be prudent to provide the information. As you may know, Senate Bill 146 (final version enclosed) passed into law during the 2016 Legislative Session. This law requires that municipalities allow accessory dwelling units (adu's) "in all zoning districts that permit single-family dwellings". Since the effective date of the law is June 1, 2017, there is ample time to craft an amendment that is consistent with state law and put it before the voters in March of 2017.

The existing language set forth in the Schedule I section of the ordinance (relevant portion enclosed) that governs adu's in Exeter is mostly compatible with the new state law with two exceptions. One is that the state law limits the minimum size of an adu to 750 square feet whereas our zoning ordinance restricts adu's to a maximum of 720 square feet. This could be rectified by amending 720 to 750. The other change is to allow adu's in the R4 zoning district. The new law requires that adu's shall be allowed in all districts that allow single-family dwellings. Since the R4 zoning district allows single-family dwellings, then the table of uses should be amended to allow adu's in this district.

I have attached a copy of the bill and my analysis of each section. This provides further detail on the new law and how I came to the conclusions stated above. I will forward an amendment consistent with this memorandum when we are preparing amendments for the 2016 warrant articles.

Thank you.

enc (2)

cc Russ Dean, Town Manager w/enc
Barb McEvoy, Deputy Code Enforcement Officer w/enc
Doug Eastman, Code Enforcement Officer w/enc

CHAPTER 6
SB 146 - FINAL VERSION

03/12/2015 0740s
03/12/2015 0832s
7Jan2016... 2424h
02/11/2016 0375EBA

2016 SESSION

15-0314
03/05

SENATE BILL **146**

AN ACT relative to accessory dwelling units.

SPONSORS: Sen. Boutin, Dist 16; Sen. Cataldo, Dist 6; Sen. Feltes, Dist 15; Sen. Fuller Clark, Dist 21; Sen. Little, Dist 8; Sen. Reagan, Dist 17; Sen. Watters, Dist 4; Rep. Hunt, Ches 11; Rep. Matthews, Rock 3

COMMITTEE: Public and Municipal Affairs

ANALYSIS

This bill establishes requirements for local regulation of accessory dwelling units.

Explanation: Matter added to current law appears in ***bold italics***.
Matter removed from current law appears [~~in brackets and struckthrough~~]
Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

CHAPTER 6
SB 146 - FINAL VERSION

03/12/2015 0740s
03/12/2015 0832s
7Jan2016... 2424h
02/11/2016 0375EBA

15-0314
03/05

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Sixteen

AN ACT relative to accessory dwelling units.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 6:1 Findings. The general court declares that:

2 I. There is a growing need for more diverse affordable housing opportunities for the citizens
3 of New Hampshire.

4 II. Demographic trends are producing more households where adult children wish to give
5 care and support to parents in a semi-independent living arrangement.

6 III. Elderly and disabled citizens are in need of independent living space for caregivers.

7 IV. There are many important societal benefits associated with the creation of accessory
8 dwelling units, including:

9 (a) Increasing the supply of affordable housing without the need for more infrastructure
10 or further land development.

11 (b) Benefits for aging homeowners, single parents, recent college graduates who are
12 saddled with significant student loan debt, caregivers, and disabled persons.

13 (c) Integrating affordable housing into the community with minimal negative impact.

14 (d) Providing elderly citizens with the opportunity to live in a supportive family
15 environment with both independence and dignity.

16 6:2 New Subdivision; Accessory Dwelling Units. Amend RSA 674 by inserting after section 70
17 the following new subdivision:

18 Accessory Dwelling Units

19 674:71 Definition. As used in this subdivision, "accessory dwelling unit" means a residential
20 living unit that is within or attached to a single-family dwelling, and that provides independent
21 living facilities for one or more persons, including provisions for sleeping, eating, cooking, and
22 sanitation on the same parcel of land as the principal dwelling unit it accompanies.

23 674:72 Accessory Dwelling Units.

24 I. A municipality that adopts a zoning ordinance pursuant to the authority granted in this
25 chapter shall allow accessory dwelling units as a matter of right or by either conditional use permit
26 pursuant to RSA 674:21 or by special exception, in all zoning districts that permit single-family
27 dwellings. One accessory dwelling unit shall be allowed without additional requirements for lot

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1 size, frontage, space limitations, or other controls beyond what would be required for a single-family
2 dwelling without an accessory dwelling unit. The municipality is not required to allow more than
3 one accessory dwelling unit for any single-family dwelling.

4 II. If a zoning ordinance contains no provisions pertaining to accessory dwelling units, then
5 one accessory dwelling unit shall be deemed a permitted accessory use, as a matter of right, to any
6 single-family dwelling in the municipality, and no municipal permits or conditions shall be required
7 other than a building permit, if necessary.

8 III. An interior door shall be provided between the principal dwelling unit and the
9 accessory dwelling unit, but a municipality shall not require that it remain unlocked.

10 IV. Any municipal regulation applicable to single-family dwellings shall also apply to the
11 combination of a principal dwelling unit and an accessory dwelling unit including, but not limited to
12 lot coverage standards and standards for maximum occupancy per bedroom consistent with policy
13 adopted by the United States Department of Housing and Urban Development. A municipality may
14 require adequate parking to accommodate an accessory dwelling unit.

15 V. The applicant for a permit to construct an accessory dwelling unit shall make adequate
16 provisions for water supply and sewage disposal for the accessory dwelling unit in accordance with
17 RSA 485-A:38, but separate systems shall not be required for the principal and accessory dwelling
18 units.

19 VI. A municipality may require owner occupancy of one of the dwelling units, but it shall
20 not specify which unit the owner must occupy. A municipality may require that the owner
21 demonstrate that one of the units is his or her principal place of residence, and the municipality
22 may establish reasonable regulations to enforce such a requirement.

23 VII. A municipality may establish standards for accessory dwelling units for the purpose of
24 maintaining the aesthetic continuity with the principal dwelling unit as a single-family dwelling. A
25 municipality may also establish minimum and maximum sizes for an accessory dwelling unit,
26 provided that size may not be restricted to less than 750 square feet.

27 VIII. A municipality may not require a familial relationship between the occupants of an
28 accessory dwelling unit and the occupants of a principal dwelling unit.

29 IX. A municipality may not limit an accessory dwelling unit to only one bedroom.

30 X. An accessory dwelling unit may be deemed a unit of workforce housing for purposes of
31 satisfying the municipality's obligation under RSA 674:59 if the unit meets the criteria in RSA
32 674:58, IV for rental units.

33 674:73 Detached Accessory Dwelling Units. A municipality is not required to but may permit
34 detached accessory dwelling units. Detached accessory dwelling units shall comply with the
35 requirements of, and any municipal ordinances or regulations adopted pursuant to, RSA 674:72, IV
36 through IX. If a municipality allows detached accessory dwelling units, it may require an increased
37 lot size.

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1 6:3 Innovative Land Use Controls. Amend RSA 674:21, I(l)-(o) to read as follows:

2 (l) [~~Accessory dwelling unit standards.~~

3 ~~(m)]~~ Impact fees.

4 ~~(n)]~~ (m) Village plan alternative subdivision.

5 ~~(o)]~~ (n) Integrated land development permit option.

6 6:4 Innovative Land Use Controls; Accessory Dwelling Units. Amend RSA 674:21, IV to read as
7 follows:

8 IV. As used in this section:

9 (a) "Inclusionary zoning" means land use control regulations which provide a voluntary
10 incentive or benefit to a property owner in order to induce the property owner to produce housing
11 units which are affordable to persons or families of low and moderate income. Inclusionary zoning
12 includes, but is not limited to, density bonuses, growth control exemptions, and a streamlined
13 application process.

14 (b) [~~"Accessory dwelling unit" means a second dwelling unit, attached or detached,~~
15 ~~which is permitted by a land use control regulation to be located on the same lot, plat, site, or other~~
16 ~~division of land as the permitted principal dwelling unit.~~

17 (c) "Phased development" means a development, usually for large-scale projects, in
18 which construction of public or private improvements proceeds in stages on a schedule over a period
19 of years established in the subdivision or site plan approved by the planning board. In a phased
20 development, the issuance of building permits in each phase is solely dependent on the completion
21 of the prior phase and satisfaction of other conditions on the schedule approved by the planning
22 board. Phased development does not include a general limit on the issuance of building permits or
23 the granting of subdivision or site plan approval in the municipality, which may be accomplished
24 only by a growth management ordinance under RSA 674:22 or a temporary moratorium or
25 limitation under RSA 674:23.

26 6:5 Effective Date. This act shall take effect June 1, 2017.

27 Approved: March 16, 2016

28 Effective Date: June 1, 2017

Schedule I Notes:

1. In addition to the criteria set forth in Article 5, Section 5.2 Special Exception, the following criteria must also be met:

Conversions – The conversion of existing residential buildings (principal residential structure as well as accessory structures) into not more than four (4) dwelling units provided that;

- (a) The number of spaces for off-street parking shall comply with Article 5.6 Off-Street Parking;
- (b) The minimum lot size required shall be such that each dwelling unit is provided with thirty percent (30%) of the minimum lot size (per unit) required for the district;
- (c) The structure has been a residence for a minimum of ten (10) years;
- (d) The lot must meet a minimum of twenty percent (20%) open space unless otherwise stated in Articles 4.3 and 4.4 Schedules II and III.
- (e) For conversions intended to become rental units, one of the dwelling units shall remain owner-occupied.
- (f) The Board of Adjustment may require the Planning Board to review the proposed site plan. All conversions consisting of three or more units must be reviewed by the Planning Board.
- (g) The Board of Adjustment may allow expansion to an existing structure for the purpose of providing additional area for the units, provided all other requirements are met. Any expansion greater than 400 sq. ft. (foot print) shall require Planning Board review of the proposed site plan.
- (h) Prior to any renovations or building, the owner shall provide evidence to the Town Building Inspector that septic facilities are adequate for both units according to the standards of the Town and the New Hampshire Department of Environmental Services (Water Division). If deemed necessary by the Building Inspector, such evidence shall be in the form of certification by a State of New Hampshire licensed septic systems designer. Also the owner shall provide evidence that there is adequate potable water according to the standards of the State of New Hampshire.

2. **Accessory Dwelling Units** – Accessory Dwelling Units must meet the following conditions, in addition to the terms of Article 5.2 Special Exceptions.

- (a) The property and proposed use must conform to the dimensional requirements of a one-family lot.
- (b) No more than one accessory dwelling unit will be allowed in a detached one-family dwelling or its accessory structure.

- (c) The accessory dwelling unit shall be designed so that the appearance of the building remains essentially that of a one-family dwelling. The Board of Adjustment may require that new entrances be located on the side or in the rear of the building.
- (d) Accessory dwelling units shall not be allowed in manufactured housing.
- (e) The accessory dwelling unit is limited to 720 sq. ft.
- (f) One of the dwelling units shall remain owner-occupied.
- (g) Off-street paved or gravel parking shall be provided for at least four (4) vehicles. Garage and “piggy-back” parking is encouraged.
- (h) The structure and lot shall not be converted to a condominium or any other form of legal ownership distinct from the ownership of the existing one-family dwelling. An accessory dwelling unit use shall be recorded by deed addendum at the Registry of Deeds, indicating all the terms of the approval granted.
- (i) Prior to any renovations or building, the owner shall provide evidence to the Town Building Inspector that septic facilities are adequate for both units according to the standards of the Town and the New Hampshire Department of Environmental Services (Water Division). If deemed necessary by the Building Inspector, such evidence shall be in the form of certification by a State of New Hampshire licensed septic systems designer. Also the owner shall provide evidence that there is adequate potable water according to the standards of the State of New Hampshire.
- (j) Once any renovation or construction is completed, or the owner is ready to have a unit occupied, a request must be made to the Building Inspector for an occupancy permit. There will be no occupancy of the accessory unit until the Building Inspector has issued a certificate of occupancy.
- (k) A purchaser of a home that had a special exception granted for an accessory dwelling unit who wants to continue renting any one of the accessory units must comply with all conditions of the permit previously granted. Any change to the prior conditions will require a new application.

Analysis of Senate Bill 146 – An Act relative to accessory dwelling units and the Exeter Zoning Ordinance provisions regarding accessory dwelling units

This is a section by section analysis of Senate Bill 146. The Section number of the law is listed along the left hand side followed by my description of the section and my analysis (in italics) on how this is or is not compatible with the Exeter Zoning Ordinance.

674:72.I – This section requires that adu’s are allowed as a matter of right or by either a conditional use permit or by special exception. *Exeter’s existing language allows adu’s in the RU, R1, R2, and R3 zoning districts via a special exception. Since single-family dwellings are allowed as a matter of right in the R4 so the Table of Uses needs to be amended to allow adu’s in this district either by right or special exception. This may be a good time to consider if adu’s should be allowed as a matter of right or keep them as a special exception. If the ZBA routinely approves these and sees them more of a ministerial act then it may be appropriate to allow them by right and allow the Code Enforcement Officer to determine if they meet the criteria for parking, maximum size, etc.*

674:72.II – *This provision is not applicable as it refers to zoning ordinances that do not contain provisions for adu’s. Since our ordinance does then this section is moot.*

674:72.III – This section requires a door between units but a municipality cannot require that it remains unlocked. *This section is not applicable as our ordinance does not require the door to remain unlocked.*

674:72.IV – This section prohibits a municipality from distinguishing between a single-family dwelling and a single-family dwelling with an attached adu in regards to lot coverage and maximum occupancy. *It does state that it isn’t limited to these requirements so it is unclear what these other standards are but if you treat them the same for all dimensional and density requirements then you should be fine. This section also allows a municipality to “require adequate parking” for the adu. Our ordinance requires 4 parking spaces total for a single-family dwelling with an adu so we do require adequate parking (2 per unit).*

674:72.V – This section requires that the applicant “shall make adequate provisions for water supply and sewerage” but a municipality cannot require separate systems for each dwelling. *Our ordinance does not require separate systems so this section does not conflict with our provisions.*

674:72.VI – This section allows a municipality to require than one unit is owner occupied but cannot specify which unit. It also allows the municipality to require proof that it is his/her principal residence. *Our ordinance does require one of the units to be owner occupied but does not specify which unit so our ordinance satisfies this section. The ordinance does not require any proof from the owner showing that it is his principal residence.*

674:72.VII – 674:72.VIII – This section states that “A municipality may not require a familial relationship between the occupants of an adu and the occupants of a principal dwelling unit. *Our ordinance does not require a familial relationship so this section is not applicable.*

674:72.IX – This section allows a municipality to establish standards for the “purpose of maintaining the aesthetic continuity with the principal building”. *Our ordinance does regulate by stating that “the appearance of the building remains essentially that of a one-family dwelling.*

674:72.X – This section allows an adu to be deemed a unit of workforce housing for the purposes of satisfying the municipality’s obligation under RSA 674:59. *Although these units will likely be counted in the next regional housing assessment or other study that determines workforce housing availability, it appears that Exeter has its fair share under RSA 674:59 and does not need these units to be in compliance with that law.*

674:73 – This section states that “A municipality is not required but may permit detached adu’s”. *This is interesting because it is a bit unclear if Exeter allows detached adu’s. Our ordinance states “No more than one accessory dwelling unit will be allowed in a detached one-family dwelling or its accessory structure”. I interpret this to mean that the unit must be within an existing principal or accessory structure. However, if an adu is placed in an accessory structure is that detached? I wouldn’t think so but this could be interpreted differently. I don’t think it is of major concern but the law does allow the municipality to increase the lot size requirement for detached adu’s so it may be worth having a discussion on this and at the least revising the ordinance so it is a little clearer.*

BRENTWOOD PLANNING BOARD

1 Dalton Road
Brentwood, NH 03833

603/642-6400

fax 603/642-6310

ABUTTERS NOTICE

This certified letter is to notify you, in accordance with RSA 676:4, that a public hearing will be held by the Brentwood Planning Board on Thursday, August 4, 2016 at 7:00 pm regarding the following application:

7:00 pm: Site Plan Review: Applicant Varsity Wireless, LLC proposes to construct a 150 foot monopole tower to accommodate the antennas, electronic equipment and cabling of wireless broadband telecommunication, within a 75' x 75' fenced in compound that will also contain ground based telecommunications equipment. Property is located on Crawley Falls Road in the Com/Ind zone, referenced by tax map 218.054 and is currently owned by Dana Clay.

The applicant will conduct a ONE DAY site visit and visual demonstration to illustrate the height of the proposed facility by means of a balloon raised at and to the height of the proposed facility. Said site and visual demonstration will be held TUESDAY, JULY 26, from 9:00 am to 12:00 noon. In the event of inclement weather, this demonstration will be held on Wednesday, July 27 from 9:00 am to 12:00 noon, OR Thursday, July 28 from 9:00 am to 12:00 noon, OR Friday, July 29 from 9:00 am to 12:00 noon. To answer any questions or concerns regarding demonstration contact Francis D. Parisi, Esq, Varsity Wireless, LLC One New Hampshire Ave, Portsmouth, NH 03801 (401-447-8500)

Either you or a representative of your choice are invited to this hearing to determine if your property may be affected and to offer appropriate comments on the effects. If you no longer own adjoining land, we would appreciate notification to this effect prior to the meeting. This hearing may be up for discussion on August 4, Sept 1, Sept 15, Oct 6 or Oct 20, 2016.

Town Manager's Office

JUL 19 2016

Received

**Brentwood Board of Adjustment
1 Dalton Road
Brentwood, NH 03833**

Abutter Notice

You are hereby notified that the Brentwood Board of Adjustment will hold a public hearing on Monday, August 8, 2016 beginning at 7:00 pm at the Town Office Building, 1 Dalton Road, Brentwood, NH regarding the following:

7:00 pm: Applicant/property owner Brentwood Distribution, LLC requests a variance from Article 700.002.005 to permit the construction of a paved driveway within the wetlands conservation district, and Article 700.002.006 to permit a paved laydown area for storage of bagged bark mulch within the 50 foot wetland buffer. Property is located at 91 Pine Road in the Com/Ind zone, referenced by tax map 205.019.

You are invited to appear in person, by agent or counsel, and state reasons why the request should or should not be granted.

The public is welcome to attend.
Michael Hureau
Chairman



Russ Dean <rdean@exeternh.gov>

COA

Russ Dean <rdean@exeternh.gov>

Mon, Jul 18, 2016 at 12:38 PM

To: Mike Favreau <mfavreau@exeternh.gov>

Wow do they have the funds? I thought Peg was donating the COA's surplus money back to the Town and we were closing that account - that's the last I heard of it.

The Selectboard voted to disband them.

If they want to meet and spend the \$\$ I am good with it but they are no longer a formal committee. I would suggest they just send a letter to the BOS (as former COA members) indicating what they'd like to do this, and I'll put it in the packet for 7/25 for them to green light. Sounds like a nice idea.

Russ

[Quoted text hidden]

ROCKINGHAM NUTRITION & MEALS ON WHEELS PROGRAM



~ Meals And Services For The Elderly Since 1978 ~

July 20, 2016

Office of the Selectmen
Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Selectmen,

As RNMOW started their new fiscal year on July 1st, we wanted to take a moment to thank you for the Town's support of the Meals on Wheels services in your area. Most people don't realize the critical role their town plays in keeping these services available. However, we know and very much appreciate the towns dedication to helping their seniors by contributing towards raising local matching funds needed to offer these services.

Rockingham Nutrition and Meals On Wheels Program is grateful to the town of Exeter for its support. We graciously wish to thank you for any payment(s) we have already received towards our 2016/2017 Fiscal year budget.

Sincerely,

A handwritten signature in blue ink that reads "Jaymie Chagnon". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Jaymie Chagnon
Assitant Director

Town Manager's Office

JUL 22 2016

Received



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

REQUEST TO PROVIDE STORMWATER INSPECTION & MAINTENANCE RECORDS

July 19, 2016

Altid Enterprises LLC
c/o David Flynn
285 Billerica Road, Suite 101
Chelmsford, MA 01824

RE: Alteration of Terrain Permit: AoT-0200
Parking Area Addition
Exeter and Stratham, NH
Tax Map/Lot/Block #: Exeter 88/5, Stratham 2/32

Dear Sir or Madam:

As part of the issued Alteration of Terrain (AoT) permit for the above referenced project, the Department of Environmental Services (DES) required the development of a long-term maintenance plan for the project's stormwater practices. The long-term maintenance plan included the development of an inspection and maintenance (I&M) manual detailing the inspection frequency, an inspection checklist, and the maintenance of a log to document each I&M activity. At this time DES is requesting, in accordance with NH Administrative Rule Env-Wq 1507.08(c), copies of all records of long-term stormwater I&M activities for the above referenced project. DES is requesting this information to ensure the long-term effectiveness of all approved stormwater practices.

DES records indicate the AoT permit was issued to you. If you are not the responsible party for conducting I&M activities, please provide the name and contact information for the responsible party.

In order to learn more about required maintenance activities for specific stormwater treatment practices, please refer to Chapter 5 of the New Hampshire Stormwater Manual, Volume 2, which can be found on our website at:

<http://des.nh.gov/organization/commissioner/pip/publications/wd/documents/wd-08-20b.pdf>

Please submit electronic copies (in PDF format) of all I&M activity logs to the following email address within the next 30 days, and be sure to include the permit number in your response to this request. Email all responses and questions to: **AoT-InspectMaint@des.nh.gov**

Sincerely,

Ridgely Mauck, PE, Administrator
Alteration of Terrain Bureau

Town Manager's Office

cc: Exeter Planning Board; Stratham Planning Board

JUL 22 2016

Received