Exeter Board of Selectmen Meeting
Monday, April 11th, 2016, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH

1. Call Meeting to Order
2. Bid Openings – Line Marking/Striping
3. Public Comment
4. Minutes & Proclamations
   a. Proclamations/Recognitions
   b. Minutes: March 14th, 2016; March 28th, 2016
5. Appointments
6. Discussion/Action Items
   a. New Business
      i. TEAM (Town Exeter Arts Music) Update – Scott Ruffner
      ii. Planning & Economic Development Update – Epping Road
      iii. Sign Request – Epping Road
      iv. Review Board/Committee Appointments
      v. Shared Drive – Assessing Documents
   b. Old Business-
      i. Facilities Committee Draft Charge
7. Regular Business
   a. Tax, Water/Sewer Abatements & Exemptions
   b. Permits & Approvals
   c. Town Manager's Report
   d. Selectmen's Committee Reports
   e. Correspondence
8. Review Board Calendar
9. Non Public Session
10. Adjournment

Dan Chartrand, Chair
Exeter Selectboard

Posted: 4/8/16 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

PROJECT MANUAL, INCLUDING SPECIFICATIONS, FOR INVITATION TO BID FOR STRIPING AND STREET MARKING FOR THE 2016 SEASON

PREPARED BY:
EXETER PUBLIC WORKS DEPARTMENT
13 NEWFIELDS ROAD
EXETER, NEW HAMPSHIRE 03833

PROJECT MANUAL PREPARATION
INVITATION FOR PROPOSAL

The Town of Exeter invites interested contractors to submit proposals for Striping and street marking, in complete conformance with the attached "Scope of Work". All prices submitted shall be unit and lump sum and no additional compensation will be made by the Town unless approved by written change order signed by the Public Works Director. All work shall conform to the attached specifications.

The Town reserves the right to reject any and all proposals not conforming to the specifications or deemed not to be in the best interest of the Town. Proposals will be evaluated by the Public Works Director and town Manager. The quality and service availability and the contractor's experience will be considered for the final selection.

The successful contractor must submit proof of liability and worker's compensation insurance within ten (10) days of the "Notice of Selection" as the acceptable contractor.

Proposals will be sealed and clearly marked, Striping and Street marking and shall be submitted not later than **4:00pm, April 11th 2016** to the Office of the Town Manager, 10 Front Street, Exeter, New Hampshire 03833.

PROJECT MANUAL PREPARATION
SCOPE OF WORK

The Town of Exeter is looking for Bids for its town wide line striping and street marking; Attached is an itemized list of markings and striping quantities. Please supply unit cost for each item and a grand total for the entire scope of work. Included in the pricing shall be all equipment, labor and materials to do the job including all traffic control.

1. Paint specification shall be Chlorinated Rubber with glass beads on all applications.
2. Paint shall be a minimum of 15 mils thick.
3. All painting shall be accomplished at night.
4. The contractor is responsible for all traffic control, Traffic cones and proper signage.
5. Bidder shall provide references and insurance with the bid.

STRIPING AND STREET MARKING FOR THE 2016 SEASON

		Unit	Total
4" Yellow center lines.....	168,909 Lf	$ _____	$ _____
4" White edge lines.....	131,105 Lf	$ _____	$ _____
12" Ladder crosswalks.....	61 each	$ _____	$ _____
12" Standard crosswalks.....	46 each	$ _____	$ _____
8" Slow school.....	6 each	$ _____	$ _____
12" Stop bars.....	50 each	$ _____	$ _____
6" or 8" Stop.....	1 each	$ _____	$ _____
Railroad crossing.....	6 each	$ _____	$ _____
6" One Way.....	2 each	$ _____	$ _____
On street Handicap parking symbol (Blue, White)	10 each	$ _____	$ _____
Yield Diamonds.....	6 each	$ _____	$ _____
8" Only.....	15 each	$ _____	$ _____
Straight arrows.....	24 each	$ _____	$ _____
Curved arrows.....	87 each	$ _____	$ _____
4" Lane lines at intersections.....	3760 Lf	$ _____	$ _____
Yellow gore down town.....	1 each	$ _____	$ _____
On street parking Ts, Ls and stalls.....	334 each	$ _____	$ _____

Grand total $_____

PROJECT MANUAL PREPARATION
WARRANTIES, SERVICE CONTRACT

4. All components, materials and workmanship shall be warranted for a one-year period.

4.1 The contractor shall provide a one-year contract from the date of final acceptance.

PROJECT MANUAL PREPARATION
ATTORNEY'S FEES AND COSTS

The contractor agrees to indemnify the Town from any and all liability, loss or damage, including but not limited to, bodily injury, illness, death or property damage which the contractor becomes legally obligated to pay, including reasonable attorney's fees, investigative and discovery costs, or judgments against the Town arising out of this agreement, caused by or arising out of, the negligence, fault, breach of warranty, product liability or strict liability is sole, joint, or several.

PROJECT MANUAL PREPARATION
INSURANCE

Successful contractor shall provide proof of insurance, as shown, before any work commences:

1. Liability coverage: General liability $500,000 combined single limit, comprehensive form, broad form property damage; independent contractor's insurance; product completed/operator's insurance.
2. Vehicle Insurance: $500,000 combined single limit, comprehensive form; hired/non-owned.
3. Worker's compensation: Statutory limits; Employer liability.

These certificates shall contain a provision that the insurance company will notify the certificate holder and Town by registered mail, at least fifteen (15) days in advance of any cancellation or material change.

PROJECT MANUAL PREPARATION
PROPOSAL

TO: TOWN MANAGER

FOR: Furnishing all materials, labor and equipment to complete the attached Scope of Work, according to the Project Manual, including Specifications for Striping and Street Marking in Exeter for the 2016 Season.

The undersigned, as bidder, declares that the only person(s) or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any other person, firm, or corporation; that s/he has carefully examined the work and the project's specifications, attached hereto; and s/he proposes and agrees, if this proposal is accepted, that he will contract with the owner in the form of the contract attached, hereto; to provide all necessary tools, incidental materials, materials and methods to do all work and complete said work in the specified time prescribed; and that s/he will take payment for completed work, when approved by the Town Manager, for the following lump sum price:

This agreement, made as of the _____ day of _____, 2016, between

PROJECT MANUAL PREPARATION

FULL NAME AND ADDRESS OF INDIVIDUAL, FIRM PARTNERSHIP OR CORPORATION SUBMITTING THIS BID:

_____

_____

_____

Telephone number: (_____) _____ Title: _____

Signed by: _____ Date: _____

Federal Identification or Social Security Number:_____

NOTICE: Bid shall be signed in black ink by person having proper legal authority. If you do not submit a bid but wish to remain on the Town of Exeter's "Bid List", provide name and address, check here:_____and return.

Draft Minutes

Exeter Board of Selectmen

March 14, 2016

1. Call Meeting to Order

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

2. Swearing In of Town Officials

Andie Kohler, Town Clerk, swore in the following elected officials: Yvonne Zinicola- Supervisor of the Checklist, Susan Gorman- Supervisor of the Checklist, Don Clement-Board of Selectmen, Julie Gilman- Board of Selectmen, Bob Kelly- Budget Recommendations Committee, Frank Ferraro- Budget Recommendations Committee, and Anthony Zwaan- Budget Recommendations Committee.

3. Public Comment

Vice Chair Clement spoke about how Exeter has suffered a sad loss with the passing of Pete Richardson. He spoke of Mr. Richardson's involvement in the town and gave condolences to his family on their loss.

4. Minutes and Proclamations

a. Proclamations/Recognitions.

There were no proclamations/recognitions.

There were no Minutes to approve.

5. Appointments

There were no appointments.

6. Discussion/Action Items

a. New Business

i) Review Election Results

Chairwoman Gilman went through the Warrant Articles and pointed out which ones were approved or denied. She said in terms of the school, the all-day kindergarten passed, but putting money in a capital reserve fund for the Middle School failed.

ii) MS232 Certificate of Appropriations

Mr. Dean said the Finance Director did make a couple of changes to the Report of Appropriations today. The Board members present signed the updated Report.

iii) Conservation Easement: 80 Epping Road

Vice Chair Clement spoke from a Planning Board perspective, saying when this project went forward a density bonus was needed. He said the project did meet the requirements which allowed a portion of the land to go into conservation.

Selectwoman Belanger said she talked to Kristen Murphy today and she compared the new draft with her notes. Ms. Murphy felt confident all concerns with the easement had been addressed and the Conservation Committee does support signing this easement.

Vice Chair Clement asked if this has been reviewed by town counsel. Mr. Dean said yes, it has.

Motion: A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger that the BOS accept a Conservation Easement on 6.5 acres at the 80 Epping Road development at tax map parcel 55-3. Motion carried – all in favor.

iv) Facilities Committee Draft Charge

Chairwoman Gilman said she put together an Advisory Committee description, which is included in the packet. She said herself and Mr. Dean passed this on to Don Briselden the retired Facilities Manager at Phillips Exeter Academy. She said they will be going back through this to make any changes needed.

Vice Chair Clement suggested adding something in the description saying the Committee will report back to the Board which would include written reports. He also recommended including language to establish prioritization of which facilities should be addressed first. Chairwoman Gilman said she included that in the purpose. She said she would send out Mr. Briselden's response to the description.

v) Water/Sewer Rate Study

Jennifer Perry talked about the Rate Study that she has been working with the Water/Sewer Advisory Committee and the Town Manager to get underway. She said the Wastewater Treatment Facility design is 30% complete and should be completed by the end of the year. Then it will go out to bid and construction will take place in 2017 and 2018. She said there will be an increase to the sewer rates. However, she said this isn't the only reason for the study. It is also for other projects going on in town. The company that will conduct the study is Management and Financial Service Group, Inc. She said they anticipate using reserves to pay for this; half out of the water reserves and half out of the sewer reserves. It will be a charge of just under $25,000 to each enterprise fund account. She is eager to get this going. Chairwoman Gilman said this is a lengthy proposal. Selectman Chartrand asked who is to sign this contract. Mr. Dean suggested the Board vote to authorize him to sign.

Vice Chair Clement asked if this contract has been vetted by the Water/Sewer Advisory Committee. Bob Kelly, Chair of the Water/Sewer Advisory Committee, said the Committee has authorized himself and John Gilbert to work with Ms. Perry on the proposal team. The two of them then report back to the Committee. The Committee didn't vote or take a stand, but felt comfortable with the updates given by Mr. Kelly and Mr. Gilbert.

Ms. Perry said the representatives from Management and Financial Service Group has been very accommodating and easy to work with. She said many departments will be affected by this, so it is important to get all correspondence out early on.

Chairwoman Gilman said it has been mentioned that there will be two public town meetings. Ms. Perry said yes, they will be public, and she anticipates more than two meetings.

Vice Chair Clement said he is glad to see a schedule and asked that the schedule be translated into actual dates. Ms. Perry said she will ask MFSG to do that.

Motion: A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to authorize Mr. Dean, Town Manager, to sign the contract between the Town of Exeter and Management and Financial Services Group, LLC for a long-term financial plan and rate study for the water and wastewater system. Motion carried – all in favor.

Motion: A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to authorize the use of reserves in both the water and wastewater fund for the purpose of paying for this study. **Amendment:** Selectman Chartrand amended his Motion and Selectwoman Belanger to include the amount of up to $24,735 from the water fund and up to $24,735 from the sewer fund. Motion and Amendment carried – all in favor.

Vice Chair asked Ms. Perry if she wanted to update on the downtown sidewalk project. Ms. Perry said there is a public meeting planned for Tuesday, March 22 at 6:30pm in the Nowak Room. She said they will get more information out on that meeting. She said their intention is to start the sidewalks on Monday, April 4. Some preliminary work has already been started.

b. Old Business

There was no Old Business.

6. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

There were no tax, water/sewer abatements or exemptions.

b. Permits & Approvals

Mr. Dean left a Notice to Quit for 18 Garrison Lane for the Board to sign.

c. Town Manager's Report

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

- A couple of people have asked him about the Easter Egg Hunt. He said it will be on Friday, March 25 at 4:30pm at Swasey Parkway

- He has been doing a lot of work on the Warrant Articles

- In regards to the erosion issue at Swasey Parkway, he said he did follow-up and Ms. Perry went out to take a look at it

- He received an email from a resident regarding an issue with people feeding animals down at Swasey Parkway. He is looking into that

- Regarding the Intent to Cut Ordinance, he has alerted the new Town Planner to all of that. He has offered to help out with historical grants

- The water vote was defeated in Stratham. He has not reached out to them yet

d. Selectmen's Committee Reports

Selectman Chartrand had no meetings to report on.

Vice Chair Clement reported a Planning Board meeting last week where they approved a minor subdivision and reviewed plans for the relocation of the tennis courts and building plan of the Field House at PEA.

Selectwoman Belanger had no meetings to report on.

Chairwoman Gilman reported a Heritage Commission meeting where they talked about interpretive panels for the Great Dam in the library. The next meeting will be the second Wednesday in April at the Historical Society.

e. Correspondence

The following correspondence were included in the packet:

- A Notice from the Planning Board for their next meeting
- Legislative Bulletin
- NHMA Workshops

8. Review Board Calendar

The BOS will next meet on March 28 at 7pm where the Board will reorganize.

9. Non-Public Session

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to go into a non-public session under RSA 91-A:3 II (b) at 7:47pm. Motion carried –all in favor.

The Board emerged from non public session.

Selectman Chartrand moved to adjourn, seconded by Selectman Clement. The Board stood adjourned at 8:05 p.m..

Respectfully submitted,

Nicole Piper, Recording Secretary

Draft Minutes

Exeter Board of Selectmen

March 28, 2016

1. Call Meeting to Order

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

2. Board of Selectmen Reorganization

Chairwoman Gilman asked for nominations. Selectwoman Surman nominated Vice Chair Clement as the new Chair Selectman Clement seconded. Chairwoman Gilman asked for further nominations. Selectwoman Belanger nominated Selectman Chartrand. The Board voted on each nomination and by majority vote, Selectman Chartrand was elected as the new Chair.

Chair Chartrand said they would now take nominations for Vice Chair. Selectwoman Belanger nominated Selectwoman Gilman as the new Vice Chair. Selectwoman Surman nominated Selectman Clement. Selectman Clement respectfully declined. The Board voted and unanimously elected Selectwoman Gilman the new Vice Chair.

Chair Chartrand said they would now make nominations for Clerk. He nominated Selectwoman Belanger to continue as Clerk. Selectwoman Gilman nominated Selectman Clement for Clerk, who respectfully declined. The Board voted and Selectwoman Belanger will continue as Clerk by unanimous vote.

3. Public Comment

Jeff Bryan, Brentwood Selectman, said it has been 10 years since they perambulated with Exeter. He asked the BOS to set up a date to do this. Selectman Clement said he has done this in the past few years with other towns. Mr. Bryan said they are hoping to digitize it this time. Selectman Clement said hopefully they can get a BOS member and a DPW employee to help with this. Chair Chartrand asked Mr. Dean to get ahold of Karen Clement. Mr. Bryan said he would have Ms. Clement send Mr. Dean the notes they have.

4. Minutes and Proclamations

a. Proclamations/Recognitions.

There were no proclamations/recognitions.

There were no Minutes to approve.

5. Appointments

There were no appointments.

6. Discussion/Action Items

a. New Business

i) Selectboard Committee Assignments

Chair Chartrand said there is a list of Committee Assignments in the packet. Vice Chair Gilman suggested they put out there which Committees everyone wants to stay on. Selectman Clement said he wants to add the Safety Committee to his list. Chair Chartrand said they would put it under Advisory. Vice Chair Gilman said she and Mr. Dean met with Mr. Hall about the west side of Exeter and the Train Station. She said they would like to reorganize a group for that. She said it used to be the Train Committee. Chair Chartrand said he would put this on a future agenda.

Selectman Clement said otherwise, he would like to continue on the Committees he has been on.

Selectwoman Belanger said she is willing to give up Conservation Commission is someone else wants to take it.

Selectwoman Surman said she would like to stay on the Swasey Trustees and is willing to pick back up Conservation Commission. She also said she would stay on Cable/TV and would give up Water/Sewer Advisory Committee.

Vice Chair Gilman said she would like to continue with Heritage Commission and the Historic District Commission.

Chair Chartrand said he would like to stay on Arts Committee and EEDC.

Selectwoman Surman and Selectwoman Belanger switched Water/Sewer Advisory and Conservation Commission.

Selectman Clement said in regards to the Southeast Watershed Alliance, he believes Jennifer Perry is the rep on that. He wondered if they should have an alternate for that. Ms. Perry said she had fallen off the email list because of an email change. She said if someone is interested in being that liaison that would be good as she is so busy with all the town's project

at this time. She said it is an interesting group. Selectwoman Belanger asked when they meet. Ms. Perry said it is usually on Wednesdays at 6:30pm and they meet quarterly. Selectwoman Belanger said she would volunteer for that one.

ii) Downtown Sidewalk Project Overview

Jennifer Perry spoke, and gave a follow-up from a public meeting that was held on this. She said they would be having a repeat of that meeting tomorrow morning at 9am in the Nowak Room for staff, but it is also is open to the public. She gave her recommendation to the Town Manager for Bell & Flynn to do this project. She said there are two costs to the projects. One is the cost of the sidewalks and one is the cost of the roadway/paving. Bell & Flynn's total cost for the sidewalk items is $490,945. The total sidewalks cost is $559,945, which is below the amount that is available ($580,000). Bell & Flynn's total cost for the roadway items is $222,813. The total roadway cost is $229,813. She said there are more than adequate funds for this. So, she recommended awarded the project to Bell & Flynn in the amount of $713,758.

Motion: A Motion was made by Selectman Clement and seconded by Vice Chair Gilman that the BOS approve the awarding of the Downtown Sidewalk Project to Bell & Flynn in the total amount of $713,758. Motion carried – all in favor.

Ms. Perry told the Board the presentation from last week's meeting is included in the packet.

Selectwoman Surman asked Ms. Perry if she would be setting up the paving schedule for businesses when the work is being done near them. Ms. Perry said there is a phase page in the packet. She said it is hard to tell exactly how long each portion will go, but they have a rough idea. She added that access to the buildings will be allowed during the paving. Selectwoman Belanger said there was discussion about an email blast with regards to the schedule. Ms. Perry said she will add anyone's email to her list. Those interested should email to publicworks@exeter.gov. She also added that the Department has a Facebook page that is updated.

Selectwoman Belanger said there was a lot of interesting information at the meeting that was held.

Vice Chair Gilman said Ms. Perry had not yet mentioned timing. Ms. Perry said the project will start on Monday, April 4. She said starting off there will be a detour which has been used in the past. She is looking at signage to assist with detours.

Selectman Clement said it is important to let people know what is happening and when. He recommended they blast as much information out as possible through signage and social

media. Ms. Perry said they do have a planned approach for getting information out to people. She said one thing the Department does not recommend is avoiding downtown.

Selectman Clement asked about details and if Bell & Flynn will reference them. Ms. Perry said she has been in communications with Chief Shupe to see if a flagger or officer is needed. She said the first few days will be most important.

iii) Temporary Parking Agreement – Lincoln Street

Mr. Dean said at the Public Meeting regarding the Lincoln Street Utility project parking was a concern of those in attendance. The staff have pulled together to come up with a parking solution for Lincoln Street during the project. The proposal is to temporarily lease 15 spaces from Andrew Rockwell at 48 Lincoln Street for eight weeks for $2500. The parking agreement does say the town will carry insurance on the affected spaces for the term of the contract.

Vice Chair Gilman said this is a great idea and she is looking forward to seeing how this works out.

Selectwoman Surman asked what line item this will come out of. Mr. Dean said it will come out of the Lincoln Street Project budget.

Selectwoman Belanger asked how this will be monitored after the contract expires. Mr. Dean said Chief Shupe will be monitoring it by going down there and also they will educate the public of the agreement. Selectman Clement said they could put up signage saying the parking is temporary. He agreed that this is a great attempt to temporarily accommodate lost parking spaces.

Chair Chartrand thanked Darren Winham for getting out there and working on this.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to accept the Parking Agreement between Exeter and Andrew Rockwell for 48 Lincoln Street for the 15 parking spaces to the Town of Exeter for 8 weeks at a rate of $2500 inclusive, and further, authorize the Town Manager to sign said Agreement. Motion carried – all in favor.

iv) Light Duty Vehicles: Article 21 2016 Town Warrant

Mr. Dean said the DPW has been working since the election to pull the vehicles and look at pricing. There is a memo in the packet which shows pricing. He recommended they move along with this project as quickly as possible based on vehicle availability. The Finance Department pulled together a lease quote with Tax Exempt Leasing. The quote is within the budget. The total Warrant Article price is $93,229. The annual lease payment will be $21,052 with a 2.59% interest rate.

Ms. Perry said they looked at state bid pricing which is why there are two vendors. She said there is not one vendor that can provide everything that is needed. In looking at vendors, they found the local company Portsmouth Chevrolet would be able to accommodate their needs. Selectman Clement said the town meeting authorized $93,229 and the gross cost with trade-ins is $90,633. He asked if that was doable. Mr. Dean said yes, that the trade-ins helped this a lot and they will be under budget on their annual payment by around $1500.

Motion: A Motion was made by Selectman Clement and seconded by Selectwoman Surman that the BOS accept the bid for the Light Duty Vehicles in the net amount of $90,633 to Portsmouth Chevrolet of Portsmouth, NH. Motion carried – all in favor.

v) NHDES Grant: Stadium Well Fencing ($16,045)

Chair Chartrand asked for any comments on the grant for the Agreement for the Stadium Well Fencing. Hearing none, he turned to the Board.

Vice Chair Gilman asked for a brief description of the grant. Mr. Dean said it is for the security fence around the Stadium Well. Ms. Perry said they are receiving $16,045 for this. She said it is money the town would be receiving from the State. The BOS has to approve this.

Motion: A Motion was made by Selectman Clement and seconded by Selectwoman Surman that the Board accept a grant and enter into a Grant Agreement with the State of New Hampshire Department of Environmental Services pertaining to the 2016 Local Source Water Protection Grant Program for the Source Water Project and accept a Source Water Protection Grant in the amount of $16,045 and grant the Town Manager the authority to sign and receive such grant. Motion carried – all in favor.

vi) NHDES Grant: Lincoln Street Nutrient Control Strategies ($75,000)

Ms. Perry said this grant is for $75,000 from the NHDES Watershed Management Bureau/Watershed Assistant Section to develop stormwater treatment designs and concepts in the Lincoln Street subwatershed area. She said this will allow her to work with Dr. Robert Roseen who has been a leader in watershed improvements. This is a 100% grant and there is no match required. She added this is a great opportunity.

Selectman Clement said it has been a privilege to work with Dr. Roseen. He said this is a tremendous opportunity. He said this will clean up with Nitrogen that goes into the watershed. He added this is a great project that will be a model for other areas in town.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger that the Town accepts the Federal Clean Water Act funds and enters into a contract with the New Hampshire Department of Environmental Services. The Town Manager is further

authorized to sign and execute any documents which may be necessary to effectuate this contract. Motion carried – all in favor. Mr. Dean added that these are all subject to State approval.

Motion: A Motion was made by Selectman Clement and seconded by Selectwoman Belanger that the Town of Exeter enter into a contract with Waterstone Engineering PLLC in the amount of $75,000, pending the approval by the Governor and Council, from NHDES. Motion carried – all in favor. Mr. Dean complimented the DPW on their work on this.

b. Old Business

i) Town Hall Use Fees – Public Hearing

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to open the Public Hearing for fee adjustments for the Use of Town Facility. Motion carried – all in favor.

Mr. Dean said they had a prior discussion to modify the Town Hall Use fee and have added a Tech/Av Service fee to the Application for Use of Town Facility. Vice Chair Gilman said they have talked about this a few times and they keep bringing up political events. Chief Shupe said Donald Trump and Bernie Sanders were recently in town and he provided the man power they wanted. At the same time, however, there was a rollover accident. He said it puts a lot on his Department when a political figure wants his guys. Chair Chartrand asked if they paid for the detail provided. Chief Shupe said they did not, that they tell him there is no money in the campaign budget for that. Vice Chair Gilman said they shouldn't draw down their daily services for special events. She said they need some criteria. Mr. Dean said the last time this issue came up, Ms. Riffle had provided two separate forms; one for special events like this. He said having a form for special events would be beneficial to lay out detail requirements. Also, a special events form would require more signatures. The Board agreed they should keep things separated, but said they were here tonight to talk about the two changes to the Application for Use of Town Facility. Chair Chartrand asked for any input from the public.

Don Woodward recommended that at the bottom it be added that if any detail is needed then a supplemental fee be added. He said it would help at budget season when they see a spike in Police OT.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to close the Public Hearing on the Application for Use of Town Facility. Motion carried – all in favor.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to adopt the Application for Use of Town Facility rental fee change to $125/day and the addition of a Tech/AV Services fee of $80/hour for services provided. Motion carried – all in favor.

ii) Facilities Committee Draft Charge

Chair Chartrand asked to be walked through the changes.

Vice Chair Gilman said she had some input from Don Briselden and made a few changes including the adding a bulletin list, taking out the reference to HL Turner Group, leaving open the years served by a member, and adding a recommendation to provide for an assessment and quantifications. Chair Chartrand said he was struggling with the removal of the HL Turner Group reference. He said he would like to mull on this a bit more and move it to a later agenda.

Kevin Smart said he likes the re-draft, and added that it has been a long time coming.

Selectwoman Surman said she likes the bulleted list, but recommended possibly moving the bullets around.

Selectman Clement said Mr. Briselden's input was great and that this provides a good framework for a good Committee.

Mr. Dean said he would like to see the Town Facilities Plan referenced.

Chair Chartrand said this would be on Old Business on the next agenda.

Selectman Clement asked what is going on with the purchasing of defibrillators, which was discussed at a prior meeting. Mr. Dean said he discussed this with Chief Comeau and they are just trying to figure out if the EMS Fund is the proper payment for this.

Motion: A Motion was made by Selectman Clement and seconded by Selectwoman Surman that the BOS approve the expenditure of $4800 out of the EMS Revolving Fund for the purchase of defibrillators as outline by Chief Comeau. Motion carried – all in favor.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

Selectman Clement explained the reason for his abstentions on the March 21st set of abatements was because previously the information on these were available to the Board before approval. He said he didn't get to review them before approval. He asked to set up an

area in the Assessor's Office with these files so they can be easily reviewed. Mr. Dean said he would like to do this electronically. He said he would talk to Assessing and IT about this.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an abatement for map 96, lot 24 in the amount of $1,289.77. Motion carried – majority vote. Clement abstained.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an abatement for map 18, lot 5 in the amount of $107.27. Motion carried – majority vote. Clement abstained.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an abatement for map 71, lot 44 in the amount of $1,540.06. Motion carried – majority vote. Clement abstained.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an abatement for map 71, lot 39 in the amount of $1,251.46. Motion carried – majority vote. Clement abstained.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an abatement for map 73, lot 259 in the amount of $1,261.68. Motion carried – majority vote. Clement abstained.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve a Veteran's Credit for map 64, lot 59 in the amount of $500.00. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve a Veteran's Credit for map 64, lot 12 in the amount of $250.00 with 50% owner. Motion carried - all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve a Veteran's Credit for map 68, lot 6, unit 542 in the amount of $500. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an Elderly Exemption for map 65, lot 151 in the amount of $236,251. Motion carried – al in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an Elderly Exemption for map 87, lot 18, unit 43 in the amount of $152,251. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an Elderly Exemption for map 104, lot 79, unit 401 in the amount of $152,251. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve a Disability Exemption for map 95, lot 64, unit 349 in the amount of $125,000. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve a Discretionary Easement for map 52, lot 1 for 17 acres. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve a Veteran's Credit for map 63, lot 157 in the amount of $500. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve a Veteran's Credit for map 70, lot 86 in the amount of $2000. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve a Veteran's Credit for map 71, lot 57 in the amount of $500. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an Elderly Exemption for map 32, lot 12, unit 20 in the amount of $152,251. Motion carried – all in favor.

b. Permits & Approvals

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to approve an Application for Use of Town Facility for Kristen Murphy for the Exeter Planning Department's Healthy Lawns Clean Water Lawncare Demo Day on May 14, 2016 from 830am-12pm. Motion carried – all in favor. Selectwoman Surman added this application is only to cover the event in the case it rains.

Mr. Dean said there is a list of items in the packet for disposal via surplus. He said the Board needs to declare them surplus so they can be sold. He said there is a number of old things he'd like to put out for bid.

Motion: A Motion was made by Selectman Clement and seconded by Selectwoman Belanger that the town declare the following list to be disposed of via sealed bid: 6'71 Detroit Diesel Emergency Fire pump 238 HD, 170 HP nat. gas engine w/emerg water supply pump, intl

diesel 20kw generator wastewater pump stn, general/Olympian 15kw generator water pump stn, and 4 cyl. natural gas reading truck cap for S-10. Motion carried – all in favor.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Surman to declare surplus the following to scrapped items: hot box frame, rodder machine, green aluminum boat, and red aluminum boat. Motion carried – all in favor.

c. Town Manager's Report

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

- Chief Shupe welcomed Brian Hanna who was hired as a Police Officer. There is only one vacancy now.
- Attended a retirement party for Jim Boland. He wished Mr. Boland the best of luck
- Recruiting a recording secretary for Planning Board and other various Boards
- Began working on implementing Warrant items
- Economic Development on Epping Road. An EDSP meeting was held March 23rd.
- Has been collecting Department goals
- Attended Chief Shupe's swearing in ceremony
- The Town Planner has been working on the Master Plan process
- Lincoln Street project is underway
- There was a trash issue in Stewart Park last week, barrels have been replaced by larger barrels.
- Attended a meeting regarding the Train Station with a workgroup
- The Town received the wetland permit for dam removal
- He is reviewing sewer flat rates
- Reviewing Founder's Park deed
- Reviewing Swasey Trust
- Attended two meetings; one with Chamber of Commerce and one with HealthTrust

- Parks & Rec are in their final stages for concept planning the 8 acres parcel that they own in the back of the lot. Vice Chair Gilman said she would be interested in seeing that before it hits the public.

d. Selectmen's Committee Reports

Selectman Clement reported a Planning Board meeting last week where they approved a lot line on High Street. They are in the preliminary design/review for a 60 house subdivision.

Vice Chair Gilman reported a Historic District Commission meeting where they approved the addition of a deck. She also reported a Heritage Commission meeting where they reviewed demo the PEA cage. PEA has already done their own preservation documentation.

Selectwoman Belanger had nothing to report.

Selectwoman Surman reported a Swasey Parkway Trustees meeting on the 24th. She said the Farmer's Market starts May 7. She said there are 40 benches in the Park and the Trustees have come up with a form in regards to those.

Chair Chartrand forwent his report.

e. Correspondence

The following correspondence were included in the packet:

- Letter from Steve Dalton re: Dry Weather SSO Event
- Letter from State of New Hampshire Dept. of Safety
- Letter to Brian Fieldsend re: the Exeter Water Department
- Letter from Phil Wilson to Vice Chair Gilman
- Correspondence regarding the Chamber of Commerce Representatives Round Table Event
- Emails from Kathy Corson regarding economic development session of March 23rd.

8. Review Board Calendar

The BOS will next meet on April 11 at 7pm. The goal setting session is tentatively set for Saturday, April 30. Selectman Clement asked if Mr. Winham can be on the next agenda to come in and update the Board.

9. Non-Public Session

None.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to adjourn the meeting at 9:10pm. Motion carried –all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary

TOWN OF EXETER
MEMORANDUM

TO: Board of Selectmen

FROM: Russ Dean, Town Manager

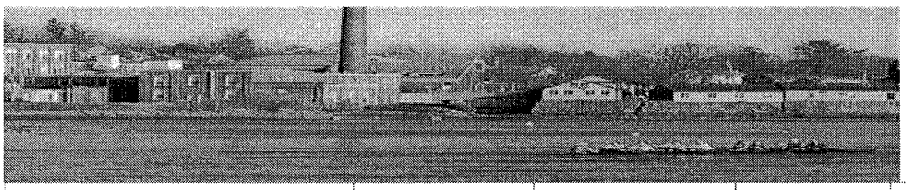
RE: Planning & Economic Development Update

DATE: April 8, 2016

While the EDSP sessions continue, the Board will receive an update on these sessions on Monday evening.

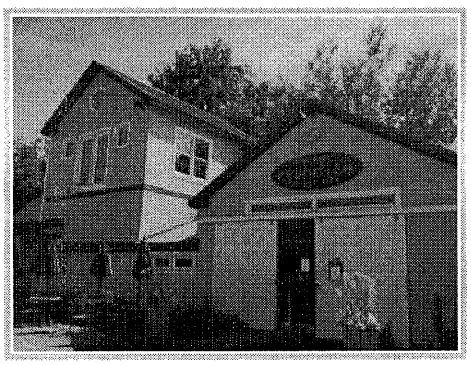
In addition, the Economic Development Director will present an overview of the Epping Road TIF to date and update on activities in the TIF. The Town Planner will be present as well.

This overview and update will be helpful as the Town continues to move along on both the EDSP and begins the Master Plan process.



Business

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

Contact

Economic Development Director
Darren Winham
603-773-6122
dwinham@exeternh.gov

Economic Development Commission
Jason Proulx, Chair
edc@exeternh.gov

Full Contact Details...

Upcoming Events

There are no upcoming events at this time.

View the Business calendar

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

Web Links

Epping Road
Train Station/Lincoln Street/Winter Street

Share / Save

Stay Connected Site design by Aha Consulting Contact the Town | Staff Login

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

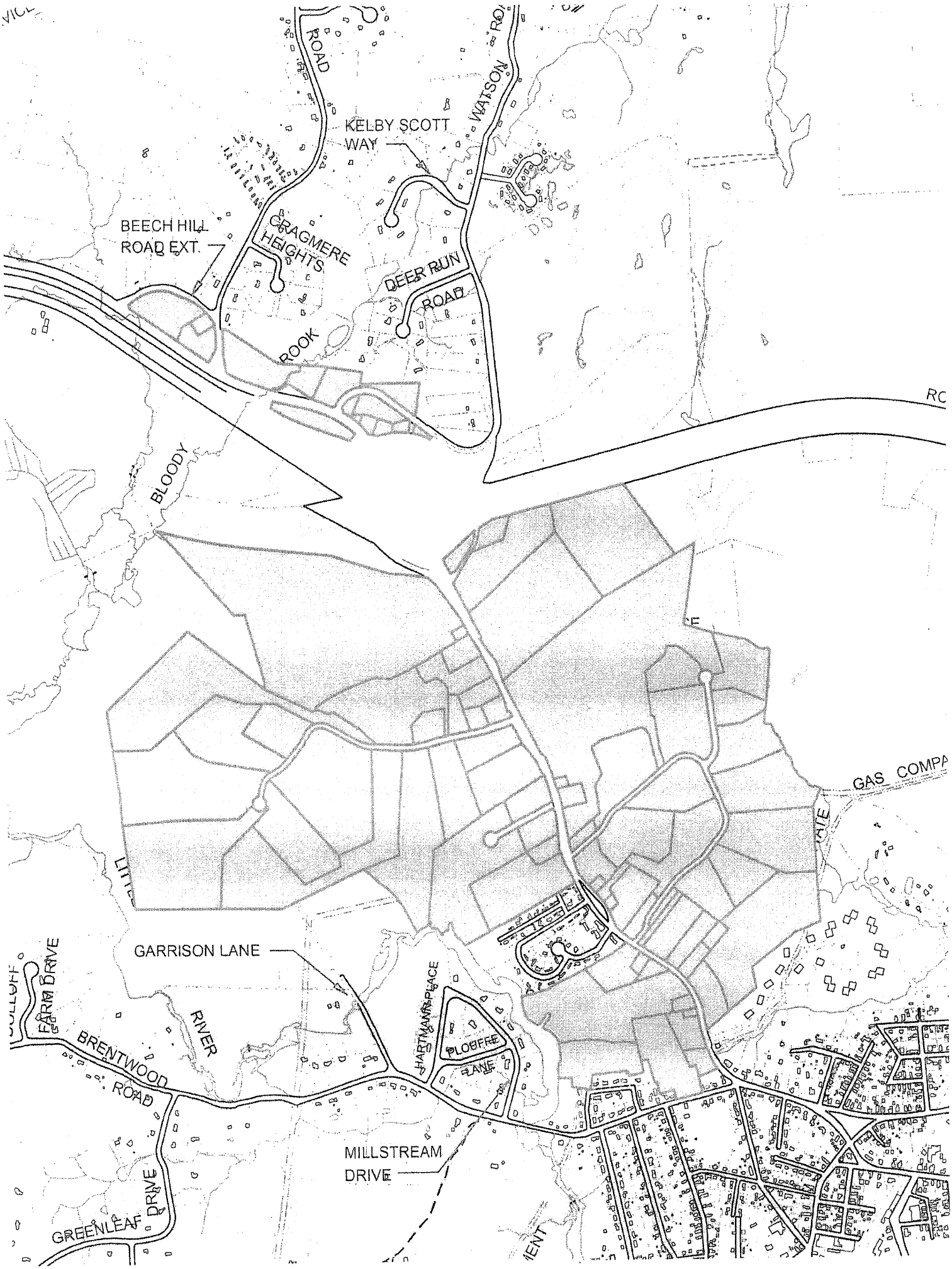
- Two lane undivided highway with an average pavement width of approximately 30 feet and varying widths of paved shoulders on both sides
- South of Route 101 is maintained by the Town. North of Route 101 maintained by NHDOT
- No traffic lights or crosswalks along the corridor
- Sidewalk along eastern 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)

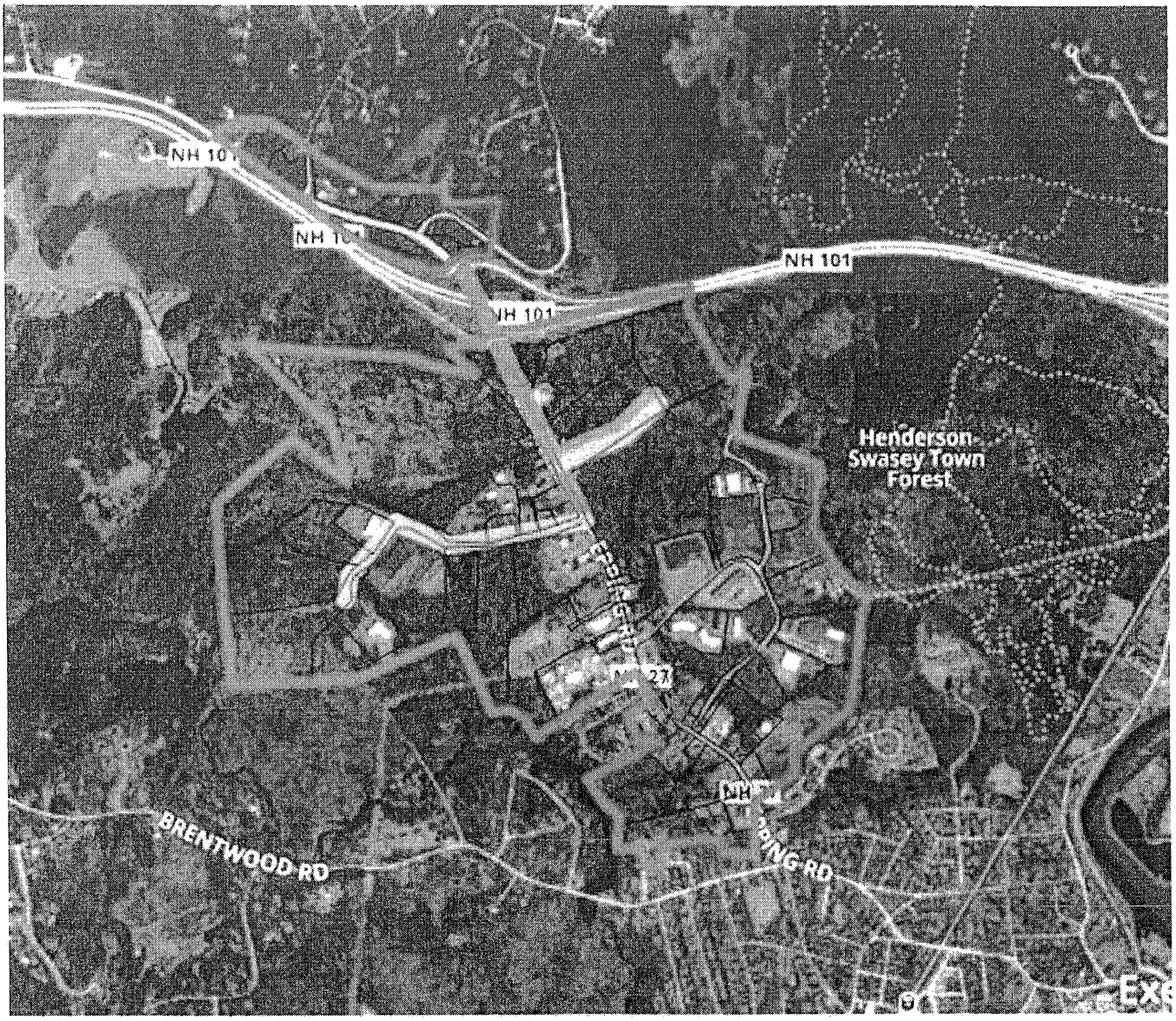
Greenfield Development Potential/Constraints

- 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.

Exhibit C – TIF District Map


ROAD
WATSON
KELBY SCOTT
WAY
BEECH HILL
ROAD EXT.
CRAGMERE
HEIGHTS
DEER RUN
ROAD
ROOK
BLOODY
GAS COMPA
GARRISON LANE
FARM DRIVE
RIVER
BRENTWOOD
ROAD
HARTMANN PLACE
PLOUFFE
LANE
MILLSTREAM
DRIVE
GREENLEAF DRIVE



Legend	
Proposed Sewer/Water	
Proposed Industrial Road	
Existing Sewer/Water	
Existing Forced Main	
TIF Area	

Exhibit D – TIF District Development Potential

Exhibit D: Epping Road TIF District Development Potential

Parcel ID	Address	Property Owner	Acreage	Existing assessed value of parcel	Potential square footage of structure(s)	Potential value of parcel (bldgs and land)
048-004-0000	4 Commerce Way	St. Petersburg Developing Co.	6.14	$331,100.00	16,000	1, 000,000
055-003-0000	80 Epping Road	80 Epping Road Realty Trust	16.62	$237,400.00	145,000	$13,000,000.00
046-007-0000	19 Continental Drive	Holding Court LLC	20.27	$948,000.00	9,000	$4,000,000.00
056-003-0001	24 Continental Drive	Garrison Glen LLC	20.69	$786.00	50,000	$5,000,000.00
046-004-0000	22 Continental Drive	Garrison Glen LLC	21.11	$629,700.00	150,000	$15,000,000.00
046-003-0000	20 Continental Drive	Garrison Glen LLC	10.75	$409.00	100,000	$10,000,000.00
046-001-0000	12 Continental Drive	Garrison Glen LLC	22.87	$781.00	100,000	$10,000,000.00
047-007-0000	Epping Road	Kevin King Irrevocable Trust	62	$4,308.00	320,000	$35,000,000.00
047-009-0000	159 Epping Road	CKT Associates	64.33	$472,255.00	125,000	$12,500,000.00
047-008-0000	183 Epping Road	CKT Associates	21.87	$90,138.00	205,000	$20,500,000.00
040-012-0000	Route 101	Scott Carlisle	18.55	$605.00	100,000	$10,000,000.00
		TOTALS	**285.2**	**$2,715,482.00**	**1,320,000.00**	**$135,000,000.00**

Exhibit E – Epping Road Utility Corridor Infrastructure Expansion

Epping Road Economic Development Corridor Community Input

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

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

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

4. 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.

5. 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.

6. 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?

7. Is there any type of commercial development you feel would be inappropriate for Epping

Road? If so, why?

Done

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See how easy it is to create a survey.

TOWN OF EXETER, NEW HAMPSHIRE

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

MEMO

To: Russ Dean, Town Manager

From: Darren Winham, Economic Development Director

Please accept this request to the Selectboard for consideration of a sign license agreement that would allow a sign within the Town's right-of-way on Continental Drive. The potential licensees of said sign are AMM Irish Properties, LLC, and Key Heating & Air Conditioning, Inc. As shown in the illustrations accompanying the license request, the sign would be similar in dimensions and materials to the existing Garrison Glen sign and would reside on the 'inside' (further away from Rt. 27) of that sign.

Tom Monahan, owner of the Garrison Glen sign, Exeter Department of Public Works and the Exeter Planning and Zoning office were consulted regarding the sign and all parties are amenable to its installation.

Thank you for your consideration.

Sincerely,

Darren Winham
Economic Development Director

DRAFT

License Agreement

AGREEMENT made and entered into by and between the Town of Exeter, a New Hampshire municipal corporation, of 10 Front Street, Exeter, New Hampshire 03833 ("Licensor") and AMM Irish Properties, LLC, a New Hampshire limited liability corporation, of 10 Continental Drive #2, Exeter, New Hampshire, 03833 and Key Heating & Air Conditioning, Inc., a New Hampshire corporation, of 8E Continental Drive, Exeter, New Hampshire 03833 (together the "Licensees" and individually the "Licensee") this ____the day of _____, 2016.

WHEREAS, the Licensee leases certain property abutting Continental Drive in Exeter (adjacent to Tax Map 47, Lot 2); and

WHEREAS, the Licensor has exclusive jurisdiction over Continental Drive, which is a public right of way; and

WHEREAS, the Licensee desires to locate a sign within the Continental Drive Right-of-Way; and

WHEREAS, there is not a similar portion of the property to provide for maximum visibility for the public; and

WHEREAS, subject to the terms and conditions hereinafter set forth, the Licensor wishes to establish the terms of the License and the Licensee agrees to abide by such terms.

NOW, THEREFORE, in consideration of the foregoing premises and mutual promises, terms, provisions, and conditions set forth in this Agreement, the parties hereby agree as follows:

1. The License. Licensor hereby grants to Licensee the right to use a portion of the above described property for its sign, in accordance with the plan attached hereto and made a part hereof. Licensee may use only the areas as indicated on said plan.

2. Term. The term of this license shall be from May 1st through April 30th each year, for the duration of this License. The License is subject to renewal annually at the sole discretion of the Licensor. Licensee acknowledges that Licensor may terminate this License for any reason, or for no reason, upon 30 days notice to Licensee. Provided, however, that if the Licensee engages in any activity which, in the judgment of the Licensor, is harmful to the public health and safety, Licensor may terminate this License immediately.

3. Conditions and Restricted Activities
   a. This License is expressly and exclusively granted to the Licensee. The rights being granted hereunder may not be assigned to any other person, entity, or party.
   b. The sign shall conform to all requirements for signs in the Town of Exeter Zoning Ordinance and Town of Exeter General Ordinances regarding signage.
   c. This License shall automatically terminate upon any sale of the Licensor's property or upon Licensee vacating the property, regardless of any remaining term of the license.

4. Limitation of Liability
   a. Licensor shall not be liable for any injury, damage, or loss of any kind whatsoever, to the Licensee or to any third persons, resulting from or arising out of the use of the Licensor's property or the conduct of the Licensee. Licensee agrees to indemnify, defend and hold harmless the Licensor from liability, loss, or damage resulting therefrom, including any liability, loss or damage resulting from the negligence of the Licensor, its employees or agents.

   b. Licensee agrees to maintain liability insurance in an amount not less than one-million dollars ($1,000,000) during the term of this License Agreement and any renewal thereof, with the Town of Exeter to be named as an additional insured. Licensee shall provide to Licensor, upon request, a certificate of insurance verifying such insurance.

5. Amendment. This Agreement may be amended or modified only by a written instrument signed by the Licensor and Licensee.

6. Entire Agreement. This License Agreement supersedes all prior oral and written agreements between the parties with respect to the subject matter hereof. Any modification or addition to the License Agreement shall be in writing and duly executed by the parties hereto.

7. Severability. If any portion or provision of this Agreement shall to any extent be declared illegal or unenforceable by a court of competent jurisdiction, then the remainder of the Agreement, or the application of such portion or provision in circumstances other than those as to which it is so declared illegal or unenforceable, shall not be affected thereby, and such portion and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

8. Headings. The headings and captions in the Agreement are for convenience only and in no way define or describe the scope or content of any provision of this Agreement.

9. Governing Law. This is a New Hampshire contract and shall be construed and enforced under and be governed in all respects by the laws of the State of New Hampshire, without regard to the conflict of laws principles thereof.

IN WITNESS WHEREOF, the parties have hereunder set their hands as of the day and year above written

LICENSOR
TOWN OF EXETER

_____
Date

_____
Russell Dean, Town Manager
Duly Authorized

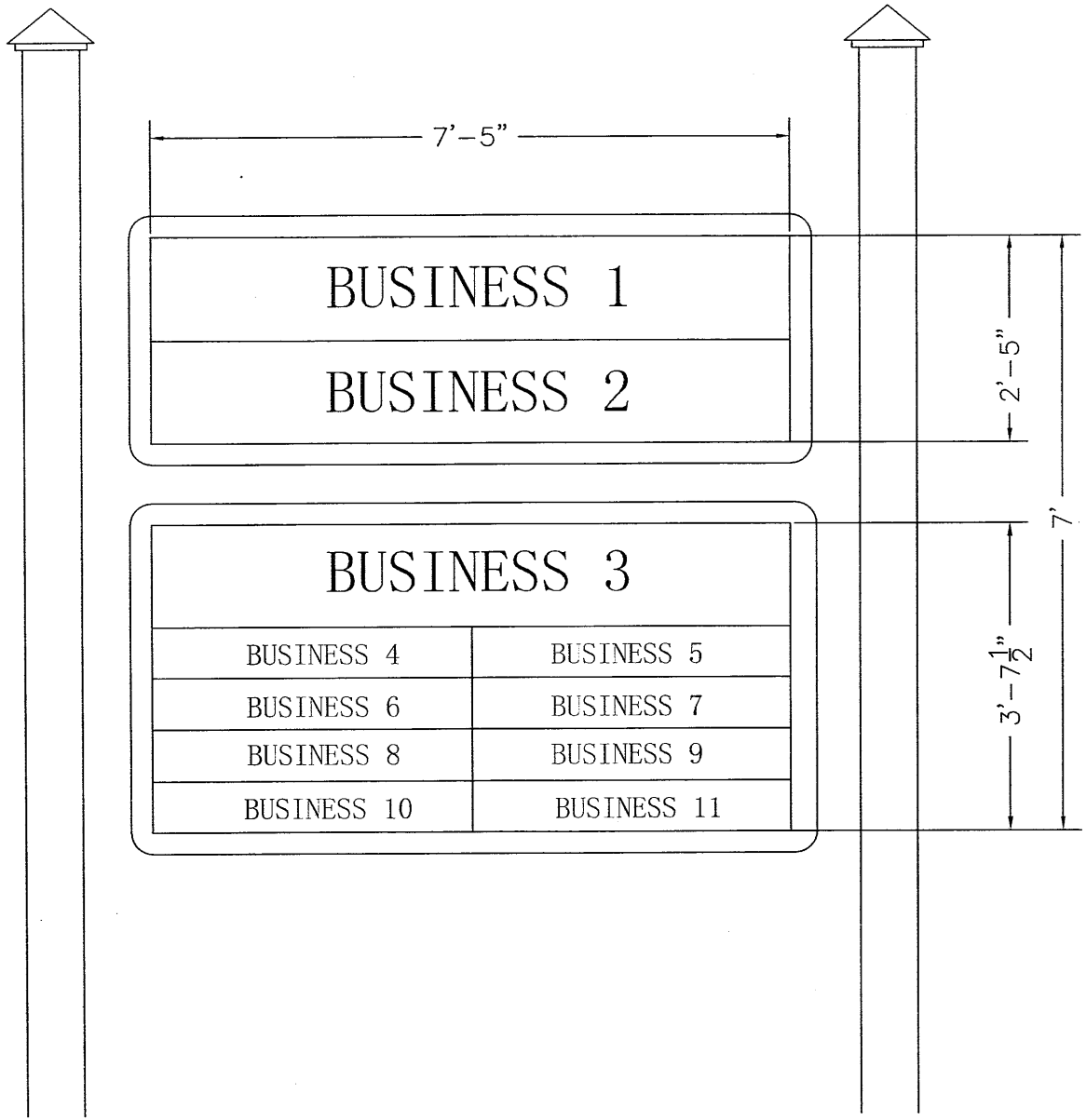
LICENSEE
_____, INC.

_____
Date

By_____
Its President

162
160
47-2
2
CONTINENTAL DR
EPPING RD

COSWORTH
SALE/LEASE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BUSINESS 3
BUSINESS 4
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BUSINESS 6
BUSINESS 7
BUSINESS 8
BUSINESS 9
BUSINESS 10
BUSINESS 11
2'-5"
7'
3'-7 1/2"

Committee	F Name	L Name	Position	New Term	RSVP
Conservation Commission	Jason	Gregoire	voting	April 30, 2018	No
Conservation Commission	Robert	Field	voting	April 30, 2019	No
Conservation Commission	Alyson	Eberhardt	voting	April 30, 2018	Yes
Conservation Commission	Carlos	Guindon	alternate	April 30, 2019	Yes
Conservation Commission	Bill	Campbell	alternate	April 30, 2019	Yes
Exeter Arts Committee	Marissa	Vitolo	voting	April 30, 2019	Yes
Exeter Arts Committee	Karen	Noonan	voting	April 30, 2019	Yes
Exeter Economic Development Commission	John	Mueller	voting	April 30, 2019	Yes
Exeter Economic Development Commission	Dan	Gutstein	voting	April 30, 2019	
Exeter Economic Development Commission	Ian	Smith	voting	April 30, 2019	Yes
Exeter Housing Authority	Pam	Gjettum	voting	April 30, 2021	Yes
Exeter Housing Authority	Renee	O'Barton	voting	April 30, 2021	Yes
Exeter River Study Committee	Frank	Patterson	voting	April 30, 2019	
Heritage Commission	Peter	Smith	voting	April 30, 2019	
Historic District Commission	Nicole	Martineau	voting	April 30, 2019	No
Historic District Commission	Fred	Kollmorgen	alternate	April 30, 2019	No
Planning Board	Gwen	English	voting	April 30, 2019	Yes
Planning Board	Kenneth	Knowles	voting	April 30, 2019	No
Planning Board	Langdon	Plumer	alternate	April 30, 2019	Yes
Rockingham Planning Commission	Langdon	Plumer	alternate	April 30, 2019	Yes
Zoning Board of Adjustment	Laura	Davies	voting	April 30, 2019	Yes
Water and Sewer Advisory Committee	Paul	Scafidi	voting	April 30, 2019	No
Water and Sewer Advisory Committee	Jim	Tanis	voting	April 30, 2019	Yes

No = not seeking re-appointment
Yes = seeking re-appointment
Campbell, Guindon (CC) currently alternates, seeking appointment to voting members
Eberhardt (CC) currently voting requesting alternate status

TOWN OF EXETER
MEMORANDUM

TO: Board of Selectmen

FROM: Russ Dean, Town Manager RMD

RE: Property Tax Abatements

DATE: April 8, 2016

Per Don's request of the last meeting, we have set up a shared drive where we can upload documents to be viewed by the Selectboard. We will use this shared drive for the purpose of putting more detailed abatement data online for the Board's viewing. We hope you find this an improvement.

Thank you.

Facilities Advisory Committee – Final Draft

The purpose of the Facilities Advisory Committee is to assess and analyze municipally owned facilities in order to prioritize physical plant needs and budgets as described in the Town Facilities Plan published by HL Turner Group in December, 2015. The Committee shall identify capital improvement projects to develop a quantifying, data driven facilities assessment and analysis process that informs decision makers.

Advisory Committee recommendations shall consider the following:

- Capital projects such as roof replacement, masonry and structural repairs, equipment replacement.
- Annual maintenance and repair which is detail oriented and based on historic information.
- Deferred level of capital replacement needs.
- Specific program and space change projects.
- Work flow and internal relationships of Municipal Departments serving the Town.
- Efficiency of access to services by the general public.
- Acquisition or disposition of properties so as to promote efficiencies in services to the general public.
- Compliance with building codes.
- Energy efficiency.
- Safety and environmental needs of both personnel and the general public.
- Security of municipal assets.

The Committee shall be advisory to the Exeter Planning Board and the Town Capital Improvement Plan, Board of Selectmen, Town administration and the annual maintenance project list of the Department of Public Works.

Membership of the Committee shall consist of five residents of the Town appointed by the Exeter Board of Selectmen. The Board of Selectmen shall conduct interviews for each application submitted. Members should have demonstrated experience in facilities planning, architecture, construction management, or some combination thereof. Ideally members will come from a broad constituency and be able to objectively prioritize needs of the Town in this area.

Terms of membership shall be 3 years, ending April 30th. Initial terms shall be set for 1, 2, and 3 years, and thereafter be set at 3 years. Members may be re-appointed for subsequent terms. The Committee shall elect offices of Chairman, Vice-Chairman and Clerk serving one year terms each. Terms of officers may be renewed in consecutive years.

The Committee shall meet monthly for the first calendar year after establishment and periodically thereafter to perform a regularly updated assessment and quantification in a schedule recommended by the Committee, accepted by the Board of Selectmen and consistent with the Exeter Town Budget and Capital Improvement Program development.

As a public body serving the Town, the Committee shall abide by State "Right-to-know" laws as enacted under Chapter 91-A of the NH Revised Statutes Annotated.

List for Selectmen's meeting April 11, 2016

Disability Exemption

Map/Lot	Location	Exemption Amount
73/242	14 Union Street	125,000.00

Veteran's Credit

Map/Lot	Location	Credit Amount
84/5	12 Folsom Street	500.00

Abatements

Map/Lot	Location	Refund
113/3	142 Powder Mill Rd	495.48

Elderly Exemption

Map/Lot	Location	Exemption Amount
80/6/39	6 Liberty Lane	152,251
19/1	90 Watson Road	Denied

Excavation Tax

Map/Lot	Location	Tax Amount
64/52	27-31 Chestnut Street	389.28

Intent to Cut

Map/Lot	Location
5/2	Cubie Road

Application for Use of Town Facility

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833
Faxed #: 603-772-4709 or emailed: sniffle@exeternh.gov

Facility: ☑ Town Hall (Main Floor) ☑ Bandstand ☐ Parking - # Spaces_____ Location_____

Signboard Requested: ☑ Poster Board Week: NEXT AVAILABLE ☑ Plywood Board Week: NEXT AVAILABLE

Representative Information:

Name: SCOTT RUFFNER Address: 11 HOWE PLACE
Town/State/Zip: EXETER NH Phone: 512-8396
Email: SCOTTRUFFNER@MAC.COM Date of Application: 4-5-2016

Organization Information:

Name: EXETER ARTS COMMITTEE Address: 9 FRONT ST.
Town/State/Zip: EXETER, NH 03833 Phone: 512-8396

Reservation Information:

Type of Event/Meeting: FIRST FRIDAYS Date: May 6, June 3, July 1, Aug 5, Sep 2, Oct 7, Nov 4, Dec 2, Jan 6
Times of Event: 3-9 pm Times needed for set-up/clean-up:_____
# of tables:_____ # of chairs:_____ Will food/beverages be served?_____
List Town equipment you request to use:_____
Comments: TOWN HALL WILL BE USED AS BACK UP IN CASE OF RAIN. SERIES WILL MOVE INSIDE IN OCTOBER

Requirements:

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

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

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

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

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

Applicant signature: Scott Ruffner Date: 4-5-16

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

Office Use Only:

Liability Insurance: On file ☐ In-process ☐ Will receive by_____

Fee: Paid ☐ Will pay by_____ Non-profit fee waiver requested ☐

Application for Use of Town Facility

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833
Faxed #: 603-772-4709 or emailed: sriffle@exeternh.gov

Facility: [X] Town Hall (Main Floor) [ ] Bandstand [ ] Parking - # Spaces_____ Location_____

Signboard Requested: [X] Poster Board Week: Ap 2-15 [X] Plywood Board Week: Ap 2-15

Representative Information:

Name: Christopher Bartell Address: 11 Woodlawn Circle
Town/State/Zip: Exeter, NH Phone: (603) 812-6180
Email: bartell.christopher@gmail.com Date of Application: MAR 29 2016

Organization Information:

Name: Regeneration Church Address: 4 Elm St.
Town/State/Zip: Exeter, NH Phone: 603 772-8803

Reservation Information:

Type of Event/Meeting: Easter Celebration Date: April 15+16, 2017
Times of Event: 1030am Sun. Times needed for set-up/clean-up: SAT
# of tables: — # of chairs: 200+ Will food/beverages be served? yes (in foyer)
List Town equipment you request to use: —
Comments: —

Requirements:

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

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Applicant signature: [signature] Date: MAR 29, 2016

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

Office Use Only:

Liability Insurance: On file [ ] In-process [ ] Will receive by_____

Fee: Paid [ ] Will pay by _____ Non-profit fee waiver requested [ ]

Application for Use of Town Facility

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833
Faxed #: 603-772-4709 or emailed: twnmgr@town.exeter.nh.us

Facility Requested: Town Hall (Main Floor) ☐ Town Hall Stage ☑ Bandstand ☐

Signboard Requested: Poster Board ☐ Week: Plywood Board ☐ Week:

Representative Information:

Name: Katherine Roberts Address: 30 Linden St

Town/State/Zip: Exeter, NH 03833 Phone: 603-235-9893

Email: director@musicalarts.org Date of Application: 3/29/16

Organization Information:

Name: MusicalArts Address: 30 Linden St

Town/State/Zip: Exeter, NH 03833 Phone: 603-778-4862

Reservation Information:

Type of Event/Meeting: recitals Date: 6/7 & 6/10

Times of Event: 6/7: 4-7:00; 6/10: 5-8:00 Times needed for set-up/clean-up: hour before/after

# of tables: 0 # of chairs: 100

List materials being used for this event: none

Will food/beverages be served? no Description:

Requirements:

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

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

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

Applicant signature: Katherine S Roberts Date: 3/29/16

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

Office Use Only:

Liability Insurance: On file ☐ In-process ☐ Will receive by _____

Fee: Paid ☐ Will pay by _____ Non-profit fee waiver requested ☐

Richie McFarland Children's Center
Building Brighter Futures for Children and their Families

April 5, 2016

Town of Exeter – Board of Selectmen
Attn: Sheri Riffle, Executive Assistant
and Russell Dean, Town Manager
10 Front Street
Exeter, NH 03833-3792

Dear Ms. Riffle, Mr. Dean, and Board of Selectmen,

RE: Request to Release Funds

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. Please, consider this letter our request to release those funds in the agreed upon quarterly payments of $2,475.00 each. On behalf of the families we served in your town last year, we truly appreciate your support.

As we reflect on our 45 years of serving the Seacoast Area, we are reminded of the thousands of families whose lives have been touched by this agency. We also think of the thousands of friends like you, who help make it possible. Thank you for your past, present, and future commitment to the youngest residents of Exeter and your part in helping families have access to valuable Early Intervention supports and services through the Richie McFarland Children's Center.

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: info@richiemcfarland.org.

Sincerely,

Peggy Small-Porter

Peggy Small-Porter
Executive Director

Town Manager's Office
APR 07 2016
Received

11 Sandy Point Road Stratham, NH 03885-2121 Tel 603.778.8193 Fax 603.778.0388
www.richiemcfarland.org

Helping People. Changing Lives.
SNHS
The Community Action Program for Hillsborough and Rockingham Counties

SOUTHERN NEW HAMPSHIRE SERVICES

The Community Action Program for Hillsborough and Rockingham Counties

RCA – Portsmouth Outreach Office
4 Cutts Street, Portsmouth, NH 03801
Telephone: (603) 431-2911 *Fax:* (603) 430-4926
www.RCAction.org

Executive Director
Donnalee Lozeau

Deputy Director
Fiscal Officer
Michael O'Shea

Chief Operating Officer
Deborah Gosselin

Administration:
40 Pine Street
PO Box 5040
Manchester, NH 03108
Tel: (603) 668-8010

Outreach Offices in Hillsborough County:

Manchester (03103)
160 Silver Street
Tel: (603) 647-4470

Nashua (03060)
134 Allds Street
Tel: (603) 889-3440

Greenville (03048)
Greenville Falls
56 Main Street
Tel: (603) 878-3364

Peterborough (03458)
46 Concord Street
Tel: (603) 924-2243

Hillsboro (03244)
63 West Main Street
Tel: (603) 464-5835

Outreach Offices in Rockingham County:

Derry (03038)
9 Crystal Avenue, Ste 1
Tel: (603) 965-3029

Portsmouth (03801)
4 Cutts Street
Tel: (603) 431-2911

Raymond (03077)
55 Prescott Road
Tel: (603) 895-2303

Salem (03079)
85 Stiles Road, Suite 103
Tel: (603) 893-9172

Seabrook (03874)
683 Lafayette Road
Tel: (603) 474-3507

March 30, 2016

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

Dear Mr. Dean,

I am writing to thank you, and the Town of Exeter, for your generous appropriation of $11,000 to Rockingham Community Action (RCA) in the Town's FY2016 Budget. Your financial support is critical in enabling us to continue to assist your town's residents living at or below the poverty level with a wide range of programming.

Earlier this week I returned to the Town signed copies of our Human Service Agreement for this year, setting into motion the quarterly disbursement of the appropriated funds. This appropriation, combined with the financial support we receive from other Rockingham County towns and cities, enables RCA to continue providing families throughout the County with a wide range of services to meet their most essential needs. Exeter's funds help us fulfill our mission of supporting low-income individuals and families with direct services, preventing families from falling into poverty and/or homelessness, and assisting at-risk families in finding long-term solutions to their economic needs. Without your support, these services could be at risk of reduction or elimination.

Again, on behalf of RCA and the people we serve, thank you for your continued support of our agency.

Sincerely,

Keith E. Bates
Community Services Director
Rockingham Community Action
kbates@rcaction.org

Town Manager's Office
APR 04 2016
Received

clf
conservation law foundation

TOWN OF EXETER, NEW HAMPSHIRE

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

HEALTHY LAWNS CLEAN WATER

April 1, 2016

RE: Invitation to Attend Exeter's Healthy Lawns-Clean Water Forum

To those concerned with water quality:

On the evening of **Wednesday, May 4th** at the Exeter High School, the Great Bay-Piscataqua Waterkeeper and Exeter's Healthy Lawns-Clean Water committee are hosting a public event focused on the wise use of fertilizers as well as pesticides, insecticides, herbicides and neonicitinoids. By making informed choices, we can start to undo the negative impacts we have seen to water quality all across our region. **We are sure that you agree that improving water quality in our own backyards is a shared goal.**

Forum speakers will include Jay Feldman, executive director of Beyond Pesticides; Chip Osborne, a nationally renowned organic turfgrass expert, and John Bochert of Eldredge Lumber in York, Maine, a company now offering alternatives to some commonly marketed insecticides and herbicides.

Doors open in the auditorium at the Exeter High School at 5:30 pm with the program starting at 6, and expected to run through 8:30. The high school is located at 1 Blue Hawk Drive off Rte. 27, west of Exit 9, Rte. 101 in Exeter.

Some local lawn-care vendors will be present to showcase their eco-friendly products. You will have an opportunity to visit them before, after, and during a break.

Please feel free to share this invitation with other groups and the public. The poster may be duplicated and posted at your discretion. **Please contact Kristen Murphy with any questions.** We hope that you are able to attend.

Kristen Murphy
Town of Exeter
Planning Dept.
kmurphy@exeternh.gov
(603) 773-6112

Jeff Barnum
Great Bay-Piscataqua Waterkeeper
A Program of the Conservation Law Foundation
jbarnum@clf.org

HEALTHY LAWNS CLEAN WATER

Healthy Lawns-Clean Water Forum

Free and Open to the Public

Are fertilizers, pesticides, insecticides, herbicides, and neonicitinoids good for you? Your food? Or clean water? Come! Listen! Ask questions!

Featured speakers:

Jay Feldman, Ex. Dir. of Beyond Pesticides, Washington D.C.

Chip Osborne, a nationally renowned organic turfgrass expert

John Bochert, Eldredge Lumber and Hardware

Wednesday, May 4, 2016, 6 to 8:30 pm

Exeter High School Auditorium

1 Blue Hawk Drive, off Rte. 27, west of Exit 9, Rte. 101

Also present to showcase eco-friendly products:

Arjay's Ace Hardware

Churchill's Gardens

Dodge's Agway

Hosted by: Great Bay-Piscataqua Waterkeeper

Exeter's Healthy Lawns-Clean Water Committee

HEALTHY LAWNS CLEAN WATER

Great Bay-Piscataqua WATERKEEPER®

clf conservation law foundation

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Bulletin #15, 2016 Session
April 8, 2016

Hearing Scheduled on Pole Valuation Bill

The Senate Ways & Means Committee has scheduled its hearing on **HB 1198,** the bill that establishes a statutory valuation formula for telephone poles and conduits, for next **Tuesday, April 12, at 9:30 a.m., in State House Room 103.**

We have discussed this bill in several editions of the Legislative Bulletin (see *Bulletins* #9, #10, and #11), and will forgo an extended discussion here. We assume that those who are interested in the issue are familiar with the details and the history. Suffice it to say that although the bill as passed by the House was an improvement on the version that had been recommended by the House committee, the version recommended by the Assessing Standards Board—the board with the expertise and the statutory charge to review and make recommendations on assessing—is better still. We will recommend that the Ways & Means Committee adopt the ASB recommendation.

If your municipality has concerns about this bill, and especially if you have been able to determine how the proposed formula would affect property valuations in the municipality, please consider attending the hearing and/or talking to members of the committee and your own senator. ***This will be your last, best opportunity for significant input on this extremely important subject.***

Committee Recommends RGGI Funds Bill

After a hearing on Wednesday, the House Science, Technology & Energy Committee voted 12-5 the same day to recommend passage of **SB 492**. That is the bill discussed in last week's *Bulletin* that would (among other things) increase to $5 million (from $2 million) the amount of funding from the sale of carbon allowances under the regional greenhouse gas initiative (RGGI) that is allocated for municipal and school district energy efficiency projects. This is a very encouraging result, and reflects the bipartisan support and compelling arguments in favor of the bill.

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GOVERNMENT AFFAIRS CONTACT INFORMATION

Judy A. Silva, Executive Director

Cordell A. Johnston, Government Affairs Counsel

Barbara T. Reid, Government Finance Advisor

Timothy W. Fortier, Communications & Member Services Coordinator

75 NHMA 1941-2016 NEW HAMPSHIRE MUNICIPAL ASSOCIATION
Celebrating Seventy-Five Years of Service to Your Hometown

25 Triangle Park Drive
Concord NH 03301
Tel: 603.224.7447
Fax: 603.415.3090
governmentaffairs@nhmunicipal.org
Website: www.nhmunicipal.org

(RGGI Funds — Continued from Page 1)

In addition to NHMA, the bill has the support of the Business and Industry Association (BIA), the Department of Environmental Services (DES), the Office of Consumer Advocate (OCA), and several of the state's largest businesses. In fact, as the bill's sponsors pointed out, it is supported by representatives of every group that has any interest at all in the legislation.

We were unable to stay for the entire hearing, but we understand the only testimony against the bill came from an organization called the New England Ratepayers Association, a mysterious entity that purports to speak for the "families and businesses that are served by regulated utilities," but which provides little information about its membership, governance, or funding. That organization's opposition may be taken with a grain of salt, considering that the bill has the support of the organizations that actually do speak for the families and businesses served by regulated utilities—the OCA and the BIA, respectively.

To our knowledge, the only argument against the bill is that it achieves the increases in funding for energy efficiency projects by eliminating rebates to residential electric customers. However, as testimony at the hearing indicated, the average rebate to residential customers is approximately $1.70 a month—about the cost of a cup of coffee. Investing that $1.70 in energy efficiency projects, rather than in a cup of coffee, will produce far greater savings. According to DES, each dollar invested in energy efficiency results in $4.95 in energy savings. Those savings do not benefit only the individuals, businesses, and entities that receive energy efficiency funds. "To the contrary," as DES has pointed out, "any investment in energy efficiency directly benefits all New Hampshire citizens and ratepayers by reducing the overall demand for electricity, [thus] reducing the additional capital investment in generation, transmission and distribution by electricity providers. . . . In addition, investment of RGGI proceeds in municipal [and] school . . . energy efficiency projects helps to reduce those communities' operating expenses, thus reducing local property taxes."

Despite the overwhelming support for the bill and the fact that ***it benefits everyone in the state,*** its passage by the full House is far from certain (as evidenced by the fact that five committee members did vote against it). The bill will go to the House floor on **Wednesday, April 20**. Between now and then, please speak to your representatives and urge them to ***support the committee's recommendation of Ought to Pass.***

THE EDGE

As all of our readers surely know, the principal difference between a city and a town (in New Hampshire) is the form of government. In a town, the legislative body is the town meeting. A city, in contrast, has an elected, representative legislative body.

Last week's *The Edge* cited RSA 47:1, which states, "All the powers vested by law in towns, or in the inhabitants thereof, shall be exercised by the city councils by concurrent vote, each board having a negative on the other." What does this reference to "councils," in the plural, mean? A city has only one council, right?

That's right, but it wasn't always the case.

Some history: All of New Hampshire's 13 cities started life as towns. Each of them became a city through the grant of a charter by the legislature. Manchester was the first, in 1846, followed by Portsmouth in 1849, and Concord and Nashua in 1853. The rest followed suit over the next century.

Under the early charters, each city had a *bicameral* legislative body, similar to a state legislature. One board was known as the

Continued on next page

Police Academy Funding Falling Short

On Thursday, the House Finance Committee held a work session to understand the reasons for a looming shortfall in funding for the Police Standards and Training Council, which operates the police academy. The committee also held a hearing the same day on **SB 527**, which proposes to alter the manner of funding the academy for the remainder of the biennium by changing the source of revenue from penalty assessments to a general fund appropriation. Information provided to the committee indicated that revenue from penalty assessments (an amount equal to the greater of $2 or 24 percent of the amount of a fine for a criminal or motor vehicle offense) has been steadily declining over the past several years to the point where penalty assessment revenues may no longer cover academy expenditures. Further information from the Department of Safety showed that a significant drop in the number of tickets issued has contributed to the revenue shortfall in penalty assessments.

During both the work session and the hearing, discussion focused on the implications of changing the funding source from a dedicated fund (funded by the penalty assessments) to a general fund appropriation. The committee explained that such a move may place academy expenditures under far more scrutiny in the future (*i.e.,* in the next biennial budget process) than in the past, which could include legislative review of academy curricula, as well as changing the program design to charge municipalities for room, board, and tuition in order to reduce the burden on the state general fund.

One police chief stated in testimony that he supports **SB 527** as the best solution, and the only bill right now, to address the funding needs of the academy through the current biennium. Clearly the issue of funding the police academy in the future is an area that we too will need to review carefully.

Current Use Exemption

On Tuesday the House Environment and Agriculture Committee heard testimony on **SB 121**, which proposes to expand an exception to the assessment of the land use change tax. As explained in last week's *Bulletin*, while desiring to address a specific case involving quarry rubble, the bill as proposed may be interpreted more broadly than intended, with costly consequences to municipalities. NHMA and the NH Farm Bureau Federation both testified in opposition, while the chair of the Current Use Board expressed a number of concerns with the bill. We urge the committee to recommend **SB 121** as Inexpedient to Legislate.

THE EDGE *(Continued)*

board of aldermen, and was presided over by the mayor; the other was called the common council. The two boards together were called the "city councils," and, as RSA 47:1 states, each had a "negative" on the other.

By the early 20th century, however, the bicameral legislative body had begun to disappear (which could happen only through the state legislature's allowing an amendment to each city's charter). Eventually, each city eliminated either the board of aldermen or the common council, leaving a unicameral legislative body (like Nebraska's legislature!).

Confusingly, references to the now-abandoned bicameral legislative bodies still appear in RSA chapters 45 through 47, parts of which have not been amended since the mid-19th century. This explains the language in RSA 47:1 quoted above. But each city in fact has only one board. Eleven cities have a city council, while two—Manchester and Nashua—have a "board of mayor and aldermen." They have essentially the same function, although the role of the mayor is significantly different between the two forms—an issue for another day.

♦♦♦♦♦♦♦

Time Running Out for Legislative Policy Proposals

NHMA's legislative policy committees held their organizational meeting today and began reviewing legislative policy proposals. There is still time to submit a proposal, but the deadline is fast approaching. **Friday, April 22,** is the last day to submit a proposal—and unlike some deadlines, this one is real. The policy committees will complete their work in May, so they need to receive the policy proposals by the deadline.

Any elected or appointed official from an NHMA member municipality may submit a policy proposal. To do so, please complete a policy proposal form, available on our website, and e-mail, fax, or mail it to us by April 22. If you want to talk about a policy idea, or if you have any questions, please contact the Government Affairs staff.

To view the weekly Legislative Bulletin from the NH School Boards Association, please click here.

HOUSE CALENDAR

Joint House/Senate Meetings Are Listed Under This Section

TUESDAY, APRIL 12

ELECTION LAW, Room 308, LOB

10:45 a.m. Continued public hearing on **SB 418,** relative to obtaining a ballot to vote and adding National Guard members to the absentee voting laws.

TRANSPORTATION, Room 203, LOB

10:00 a.m. **SB 471-FN,** relative to parking for persons with disabilities.

11:00 a.m. **SB 550-FN,** relative to the maximum gross weight for dump trailers.

WEDNESDAY, APRIL 13

CRIMINAL JUSTICE AND PUBLIC SAFETY, Room 204, LOB

11:00 a.m. **SB 475-FN,** requiring law enforcement agencies to file crime reports with the department of safety.

TUESDAY, APRIL 19

MUNICIPAL AND COUNTY GOVERNMENT, Room 301, LOB

10:15 a.m. **SB 347,** enabling the state and municipalities to adopt laws and ordinances regulating attire on state and municipal property.

10:45 a.m. **SB 482-FN-L,** (New Title) establishing a committee to study the effect of short-term rentals on municipalities.

11:00 a.m. **SB 348,** (New Title) allowing municipalities to adopt a property tax credit for certain disabled veterans.

THURSDAY, APRIL 21

SCIENCE, TECHNOLOGY AND ENERGY, Room 304, LOB

10:00 a.m. **SB 333,** relative to net energy metering.

SENATE CALENDAR

TUESDAY, APRIL 12

TRANSPORTATION, Room 103, LOB

1:30 p.m. **HB 1655-FN,** relative to the municipal registration fee for an agricultural/industrial utility vehicle.

WAYS AND MEANS, Room 103, SH

9:30 a.m. **HB 1198-FN-L,** relative to the valuation of poles and conduits owned by telephone utilities.

WEDNESDAY, APRIL 13

CAPITAL BUDGET, Room 100, SH

3:00 p.m. **HB 1349-FN,** relative to the location of the Merrimack county superior court.

ENERGY AND NATURAL RESOURCES, Room 100, SH

9:30 a.m. **HB 1660-FN-L,** relative to eminent domain for gas pipelines and relative to assessment of the land use change tax for eminent domain takings for energy infrastructure.

EXECUTIVE DEPARTMENTS AND ADMINISTRATION, Room 101, LOB

9:00 a.m. **HB 1292,** relative to the use of abandoned agricultural property.

PUBLIC AND MUNICIPAL AFFAIRS, Room 102, LOB

9:00 a.m. **HB 1144-L,** relative to notice for sessions of correction of the check list.
9:15 a.m. **HB 1378,** relative to disabled voters requiring assistance.
9:30 a.m. **HB 1467,** relative to notice of village district elections.
9:45 a.m. **HB 1468,** relative to sessions for correction of the checklist.
10:15 a.m. **HB 1534,** relative to reports of death of voters.
10:30 a.m. **HB 1587,** relative to limitations on capital reserve funds of counties.

WEDNESDAY, APRIL 20

EXECUTIVE DEPARTMENTS AND ADMINISTRATION, Room 101, LOB

9:15 a.m. **HB 1322,** relative to reports to the public employee labor relations board.

HOUSE FLOOR ACTION

Wednesday, April 6, 2016

SB 129-FN, allowing retired members of the retirement system to change an optional allowance election in certain circumstances. **Passed with Amendment.**

SB 319-FN, relative to survivor benefits for families of police officers and firefighters killed in the line of duty. **Passed with Amendment; referred to F-H.**

SB 328-LOCAL, (New Title) relative to school districts and school administrative units exercising joint powers with other public agencies. **Passed.**

SB 370, establishing a committee to study real time threat notification systems to link schools with law enforcement when schools are under direct threat. **Passed.**

(House Floor Action — Continued from Page 5)

SB 390-FN, relative to the procedure in retirement system hearings concerning qualification for disability retirement benefits. **Passed.**

SB 446, relative to requirements of the state building code. **Passed.**

SENATE FLOOR ACTION

Thursday, April 7, 2016

HB 1116-FN, relative to net metering. **Passed.**

HB 1219-FN-L, relative to the repurchase of tax-deeded property by the former owner and the costs therefor. **Passed.**

HB 1689, relative to operator requirements under the meals and rooms tax. **Referred to Interim Study.**

Upcoming Events for NHMA Members

NHMA Workshops

Beginning April 9, 2016—Local Officials Workshops—Various Locations

For more information please access our website: **www.nhmunicipal.org** and scroll down on the left to CALENDAR OF EVENTS and Click *View the Full Calendar.*

Contact us by phone at 1-800-852-3358 x3350 or email us at NHMAregistrations@nhmunicipal.org

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NHMA Webinar

April 20, 2016 Right-to-Know or Right to Privacy?

Time: 12:00—1:00 p.m.

Click **here** to register **by noon** on April 19, 2016

Under the Right-to-Know Law, when the release of a file would constitute an invasion of privacy, it is exempt from disclosure. The meaning and application of this exemption often causes confusion and raises questions.

Join Legal Services Staff Attorney Margaret Byrnes and Attorney Matthew Serge of Drummond Woodsum for a look at the case law interpreting this exemption and some real life examples to help you better understand when the right to privacy sufficiently outweighs the public's interest in disclosure.

PENNICHUCK

25 MANCHESTER STREET
PO BOX 1947
MERRIMACK, NH 03054-1947

(603) 882-5191
FAX (603) 913-2305

WWW.PENNICHUCK.COM

VIA E-MAIL

April 8, 2016

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

Dear Mr. Dean:

Pennichuck Corporation will hold its Annual Meeting of Sole Shareholder at 9:00 a.m. on Saturday, May 7, 2016 at the Courtyard Marriott, 2200 Southwood Drive, Nashua, New Hampshire. As you are aware, Pennichuck Corporation is the parent corporation of Pennichuck East Utility, Inc.

The proxy material provided to the Company's Sole Shareholder, the City of Nashua, describing the matter to be voted upon by the Sole Shareholder together with other information about the Company's Board of Directors and senior management team is available on the Company's website at www.pennichuck.com, under the "Board of Directors" caption. A copy of the proxy material together with the Annual Report to the Sole Shareholder (which includes the Audited Consolidated Financial Statements for December 31, 2015 and 2014) are also enclosed with this letter.

The Annual Meeting is open to the public; therefore, I would appreciate your assistance, if possible, by making the Annual Meeting information, or a link to the Pennichuck website, available on your municipality's website.

You are invited to attend the meeting, if you so desire. Please call me at 603-913-2312 if you have any questions.

Regards,

Larry D. Goodhue
Chief Executive Officer

PENNICHUCK

PENNICHUCK CORPORATION

25 Manchester Street
Merrimack, New Hampshire 03054

NOTICE OF ANNUAL MEETING OF SOLE SHAREHOLDER

To be Held on May 7, 2016

To the City of Nashua, New Hampshire, in its capacity as the Sole Shareholder of Pennichuck Corporation:

In accordance with the By-Laws of Pennichuck Corporation and applicable laws, Pennichuck Corporation hereby provides notice that you are cordially invited to attend the Annual Meeting of Sole Shareholder of Pennichuck Corporation. The City of Nashua, New Hampshire, is the Sole Shareholder of Pennichuck Corporation.

The Annual Meeting will be held at the Courtyard Marriott, 2200 Southwood Drive, Nashua, New Hampshire, on Saturday, May 7, 2016 at 9:00 a.m., for the following purpose:

1. To elect four directors, each for a three-year term, and until their successors are elected and qualified.

To facilitate the City's review of the matters to be addressed at the Annual Meeting, the Pennichuck Corporation Board of Directors have approved the delivery of the Proxy Statement attached to this Notice.

By Order of the Board of Directors,

LARRY D. GOODHUE
Chief Executive Officer

Merrimack, New Hampshire
March 29, 2016

PENNICHUCK

PENNICHUCK CORPORATION

25 Manchester Street
Merrimack, New Hampshire 03054

PROXY STATEMENT

Annual Meeting of Sole Shareholder

This Proxy Statement is furnished to the City of Nashua, New Hampshire (the "City"), in its capacity as the Sole Shareholder of Pennichuck Corporation ("Pennichuck Corporation" or the "Company"), by the Board of Directors of Pennichuck Corporation, in connection with the solicitation of a proxy to be voted at the Annual Meeting of Sole Shareholder for the purpose set forth in the accompanying Notice of Annual Meeting of Sole Shareholder.

The Annual Meeting will be held at the Courtyard Marriott, 2200 Southwood Drive, Nashua, New Hampshire, on Saturday, May 7, 2016 at 9:00 a.m.

Matter to be Voted Upon at the Annual Meeting

At the Annual Meeting, the City, in its capacity as the Sole Shareholder of Pennichuck Corporation, is being asked to consider and vote upon the following:

(1) To elect C. George Bower, Jay N. Lustig, John D. McGrath and Preston J. Stanley, Jr. as directors, each for a three-year term, and until their successors are elected and qualified.

Voting at the Annual Meeting

Background. Pennichuck Corporation was acquired by the City on January 25, 2012. This acquisition was accomplished pursuant to an Agreement and Plan of Merger reached between the City and Pennichuck Corporation dated November 11, 2010 (the "Merger Agreement"). The transaction, in which the City issued $150.6 million of general obligation bonds to acquire the outstanding stock of Pennichuck Corporation and pay all transaction costs, was authorized by special legislation enacted by the State Legislature in 2007 and 2010. The Mayor and the Board of Aldermen unanimously approved the acquisition pursuant to this special legislation on January 11, 2011. The New Hampshire Public Utilities Commission approved the Merger

Agreement on November 23, 2011, concluding that "the transaction is in the public interest and will not have an adverse effect on rates, terms, service, or operation of the utilities."

Corporate Structure. As part of the acquisition, the corporate structure of Pennichuck Corporation and its utility subsidiaries was retained. Under this structure, the City is the sole shareholder of Pennichuck Corporation. Pennichuck Corporation continues to own five corporate subsidiaries, including three regulated public utilities (Pennichuck Water Works, Inc., Pennichuck East Utility, Inc., and Pittsfield Aqueduct Company, Inc.), an unregulated service company (Pennichuck Water Service Corporation), and a real estate holding company (The Southwood Corporation).

Election of the Board of Directors. Under this corporate governance system, the City exercises its control over Pennichuck Corporation in its capacity as the Company's Sole Shareholder in accordance with the Articles of Incorporation, the By-Laws and the New Hampshire laws governing business corporations. In accordance with these rules, Pennichuck Corporation's business affairs are managed and overseen by a Board of Directors. One of the most important responsibilities of the City, in its capacity as Sole Shareholder, is to elect members of the Board of Directors from individuals nominated by the Pennichuck Corporation Board of Directors at the Company's Annual Meeting.

Voting at the Annual Meeting. It is important to remember that the City itself is the Sole Shareholder, not any individual person who may hold an office with the City. The City must exercise its responsibilities as Sole Shareholder through public meetings of the City's Board of Aldermen and Mayor, acting in accordance with applicable New Hampshire laws and the provisions of the City Charter. As a municipal entity, the City is not typically in a position to "attend" an annual meeting, or any other meeting of the Sole Shareholder, "in person."

Traditional corporate law principles provide a ready solution for this type of "institutional" voting of shares. As the Sole Shareholder, the City may review the proposed vote and take action at appropriate City meetings determined by the City. The City may then either designate an individual person to attend the Annual Meeting in person with the authority to vote the City's shares in accordance with the City's determination, or the City may vote its shares by proxy.

To facilitate these options, the Pennichuck Corporation Board of Directors has prepared this Proxy Statement which contains details of the business to be conducted at the Annual Meeting. If the City determines to vote its shares by proxy, it should cause the enclosed proxy card to be completed and returned to Pennichuck Corporation prior to the Annual Meeting. By executing the enclosed proxy card, the City will be designating the actions it has determined to take with respect to the matters to be heard at the Annual Meeting and will be authorizing the officers of the Company named on the proxy card to act as the City's proxy to vote on the City's behalf at the Annual Meeting in accordance with the instructions set forth on the proxy card.

Corporate Governance Matters

Current Board of Directors. Our Board of Directors is divided into three classes, each class serving for three years following their election and until their successors have been elected and qualified.

The Pennichuck Corporation Board currently has eleven directors. Of the eleven directors, four have terms ending in 2016, four have terms ending in 2017, and three have terms ending in 2018.

The current members of the Company's Board of Directors are as follows:

Term Expiring 2016 Class A	Term Expiring 2017 Class B	Term Expiring 2018 Class C
C. George Bower	James P. Dore	David P. Bernier
Jay N. Lustig	Elizabeth A. Dunn	Stephen D. Genest
John D. McGrath	Paul A. Indeglia	Thomas J. Leonard
Preston J. Stanley, Jr.	James McMahon	

Board Meetings, Committee Meetings and Attendance. In 2015, the Company's Board of Directors held twelve meetings. Each member of the Board participated in all Board meetings held, except for three directors who missed one Board meeting, and one director who missed three Board meetings. A majority of the members of the Board attended the 2015 Annual Meeting of Sole Shareholder.

In 2015, twenty Board Committee meetings were held. Each member of the Board of Directors participated in all meetings of the Committees on which they served, except for two Directors, who each missed one Committee meeting.

Board Compensation. In 2015, each director received an annual retainer of $12,000.

Annual Performance Evaluation. The Board of Directors conducts an annual self-evaluation of the Board and its Committees to determine whether they are functioning effectively. Each Committee is also required to evaluate their performance.

Corporate Code of Conduct. The Company has adopted a written Corporate Code of Conduct that applies to its directors, officers and employees. A current copy of the Corporate Code of Conduct can be found on the Company's website at www.pennichuck.com, under the "Board of Directors" caption, under the "Corporate Governance" heading.

Board Committees. The Board of Directors has established four standing committees: the Audit, Finance and Risk Committee, the Communications Committee, the Compensation and Benefits Committee, and the Nominating and Governance Committee.

Each Committee has adopted a written Charter which sets forth its purpose, membership, duties and responsibilities. A copy of each Charter can be found on the Company's website at www.pennichuck.com, under the "Board of Directors" caption, under the "Corporate Governance" heading.

The current members of the Board Committees are as follows:

Audit, Finance and Risk Committee

James P. Dore, Chairman
Paul A. Indeglia
Thomas J. Leonard
John D. McGrath
James McMahon

Communications Committee

Jay N. Lustig, Chairman
C. George Bower
Thomas J. Leonard
Preston J. Stanley, Jr.

Compensation and Benefits Committee

Stephen D. Genest, Chairman
David P. Bernier
C. George Bower
Elizabeth A. Dunn
Thomas J. Leonard
Jay N. Lustig

Nominating and Governance Committee

Paul A. Indeglia, Chairman
Elizabeth A. Dunn
Stephen D. Genest
Thomas J. Leonard
Preston J. Stanley, Jr.

Audit, Finance and Risk Committee. The Audit, Finance and Risk Committee is responsible for the appointment, compensation and retention of the independent auditors; preapproval of all audit and non-audit services to be provided by the independent auditors; review and approval of all related party transactions; review and evaluation of the qualifications, performance and independence of the lead partner of the independent auditors; oversight of the integrity of the Company's financial statements; oversight of Company financing activities; oversight of the policies and procedures established to assess, monitor and control operational and financial risk;

and oversight of the Company's insurance programs. The Audit, Finance and Risk Committee held four meetings in 2015.

Communications Committee. The Communications Committee is responsible for the development and assistance with the policies and strategies of external communications between the Board, the Company and the Sole Shareholder, other stakeholders, and the public, as needed. The Communications Committee held two meetings in 2015.

Compensation and Benefits Committee. The Compensation and Benefits Committee is responsible for annually reviewing and approving corporate goals and objectives relevant to Chief Executive Officer compensation; evaluating the Chief Executive Officer's performance in light of those goals and objectives, and determining and recommending to the Board of Directors the Chief Executive Officer's compensation based on evaluation of performance; reviewing and approving executive salaries; reviewing and approving any employment agreements, special compensation and benefits, or severance arrangements as they pertain to executive officers other than the Chief Executive Officer; overseeing the Company's compensation and benefit policies; and establishing, terminating or amending existing compensation and employee benefit plans. The Compensation and Benefits Committee held ten meetings in 2015.

Nominating and Governance Committee. The Nominating and Governance Committee is responsible for identifying individuals qualified to become Board members; recommending to the Board the persons to be nominated by the Board for election as directors at the Annual Meeting of Sole Shareholder; developing and recommending to the Board of Directors a set of corporate governance principles; and overseeing an annual self-evaluation of the Board. The Nominating and Governance Committee held four meetings in 2015.

As part of the nomination process, during 2015, the Nominating and Governance Committee reviewed the current composition of the Board as a whole, and reviewed the qualifications and performance of the incumbent directors who are up for re-election to the Board in 2016. The Nominating and Governance Committee is authorized to retain advisors and consultants and to compensate them for their services. The Nominating and Governance Committee did not retain such advisors or consultants during 2015.

The Nominating and Governance Committee considers whether to nominate any candidate for director in accordance with the criteria set forth in its Charter, subject to the restrictions set forth in the Company's By-Laws. These criteria include the candidate's integrity, business acumen, knowledge of the Company's business and industry, experience, diligence, conflicts of interest, and the ability to act in the interests of the Sole Shareholder. The Committee does not assign specific weights to particular criteria and no particular criterion is a prerequisite for each prospective nominee. The backgrounds and qualifications of the Company's directors, considered as a group, should provide a composite mix of experience, knowledge and abilities that will allow the Board of Directors to fulfill its responsibilities.

Senior Management. The members of the Company's Senior Management team are as follows:

Larry D. Goodhue, *Chief Executive Officer, Chief Financial Officer and Treasurer*

Mr. Goodhue has been the Chief Executive Officer of Pennichuck Corporation and its subsidiaries since November 6, 2015, and the Chief Financial Officer and Treasurer since March 2012. He was Controller from December 2006 to November 2015. Mr. Goodhue served as a financial consultant to Metrobility Optical Systems, Inc. from July 2006 to October 2006 and to Pennichuck Corporation from October 2006 to November 2006. From October 2005 to June 2006, he was the Vice President of Finance and Administration for Metrobility Optical Systems, Inc. and the Corporate Controller from September 2000 to September 2005. From May 2000 to August 2000, he served as Acting Chief Operating Officer for Annalee Mobilitee Dolls, Inc. and was the Controller from January 1998 to April 2000. Mr. Goodhue holds a Bachelor of Science degree in Business Administration from Merrimack College. Mr. Goodhue's current annual salary is $190,000.

Donald L. Ware, *Chief Operating Officer*

Mr. Ware has been the Chief Operating Officer of Pennichuck Corporation since January 27, 2012. He was the Senior Vice President of Operations and Engineering of Pennichuck Corporation from 2004 to January 2012, and Chief Engineer and Vice President from 1995 to 2004. Mr. Ware is also the Chief Operating Officer and Executive Vice President of Pennichuck Water Works, Inc. and the Company's other water utilities. From 1986 to 1995, Mr. Ware was General Manager for the Augusta Water District in Augusta, Maine. Mr. Ware holds a Bachelor of Science degree in Civil Engineering from Bucknell University and a Master of Business Administration degree from the Whittemore Business School at the University of New Hampshire. Mr. Ware's current annual salary is $187,563.

Summary of Proposal to be Voted Upon at the Annual Meeting

PROPOSAL 1 – ELECTION OF DIRECTORS

On March 24, 2016, the Company's Board of Directors took action to recommend that the Sole Shareholder elect C. George Bower, Jay N. Lustig, John D. McGrath and Preston J. Stanley, Jr. as directors, each for a three-year term and until their successors are elected and qualified. Mr. Lustig, Mr. McGrath and Mr. Stanley have been directors of the Company since January 2012; Mr. Bower has been a director of the Company since November 2014.

THE BOARD OF DIRECTORS RECOMMENDS A VOTE "FOR" EACH OF THESE FOUR NOMINEES.

Information regarding the professional backgrounds for each nominee follows:

Nominees for Director:

C. George Bower

Dr. Bower has been the Principal of ESRA Consulting, LLC, a professional consulting practice concentrated on the development of safety, health and environmental programs, from 1994 to present. From 1992 to 1994, Dr. Bower was President of National Soils, Inc., an applied technology company specializing in the development and management of industrial facilities and waste treatment operations. He was Senior Associate and Chief Scientist of Environmental Science and Engineering, Inc. from 1988 to 1992. Dr. Bower holds a Bachelor of Science degree in Social Sciences from Lock Haven University; a Master's degree in Transportation Safety from the University of Central Missouri; and a Ph.D. from Michigan State University.

Jay N. Lustig

Mr. Lustig has been the Chief Executive Officer of Scientific Solutions, Inc., a research and development company in Nashua, New Hampshire, since October 2014. He has also been a Financial Advisor and Insurance Representative with MassMutual since March 2013, and was a Financial Advisor with Edward Jones Investments from September 2012 to March 2013. Mr. Lustig was the Chief Operating Officer of Scientific Solutions, Inc. from September 2009 to February 2012, and Director of Business Development from June 2001 to September 2009. Prior to 2001, Mr. Lustig was the Product Manager/Sales for Pacific Packaging Products in Wilmington, Massachusetts. Mr. Lustig holds a Bachelor's degree in Business Administration from the University of Massachusetts-Amherst.

John D. McGrath

Mr. McGrath has been a Project Executive for Methuen Construction Co., Inc., in Salem, New Hampshire, since February 2016, and was a Project Manager from 2007 to February 2016. From 1999 to 2007, Mr. McGrath was a Project Engineer for Barletta Engineering Corporation in Canton, Massachusetts. Mr. McGrath has spent more than 13 years managing projects specifically related to the rehabilitation, upgrade and construction of water and wastewater facilities. Mr. McGrath holds a Bachelor of Science degree in Civil and Environmental Engineering from Northeastern University.

Preston J. Stanley, Jr.

Mr. Stanley has been the Owner and Manager of Stanley Iron Works in Nashua, New Hampshire, since 1982. From 1961 to 1982, Mr. Stanley served in various positions with Ingersoll Rand in Nashua, New Hampshire, including Service Center Manager, Manager of Materials, and Project Engineer and Supervisor. Mr. Stanley holds a Bachelor of Science degree in Mechanical Engineering and a Master's degree in Business and Economics from the University of Maine.

Russell Dean
Copy

The State of New Hampshire

DEPARTMENT OF ENVIRONMENTAL SERVICES

Thomas S. Burack, Commissioner

March 31, 2016

RECEIVED
APR 05 2016
By

JENNIFER PERRY
PUBLIC WORKS DIRECTOR
TOWN OF EXETER
13 NEWFIELDS ROAD
EXETER NH 03833-4540

Subject: Exeter: Exeter Water Department; PWS #0801010
Letter of Deficiency #DWGB 15-024

Dear Ms. Perry:

The New Hampshire Department of Environmental Services (DES) has received your letter dated January 29, 2016 which outlines the schedule of actions the Town of Exeter intends to take to achieve compliance for the recent total trihalomethanes (TTHM) maximum contaminant level violations. DES is in general concurrence with the proposed actions and schedule as outlined. However, DES would like to clarify several of the action items noted in your proposed plan.

Task 1 indicates that the surface water treatment plant will be off-line for upgrades for two months early this spring. Based on a conversation on March 3, 2016 with Paul Roy, the water treatment plant supervisor, the surface water plant will be in operation during most of this time frame. However, the intent is to operate the plant at a reduced capacity with one treatment train operational at a time. This will allow the operators to implement the outlined improvements while providing redundancy for the groundwater treatment plant. We recognize that the surface water plant will need to be shut down completely during short periods of time. During these short periods, contingency plans should be in-place in case of emergency.

Task 2 outlines a plan for on-line piloting of the surface water treatment plant with a reduced capacity during the day shift only. The operators should ensure that contingency plans are in-place in case of emergency during this period.

You indicate in your letter the new groundwater treatment plant - serving the Lary Lane, Gilman, and Stadium wells - is now fully operational and able to provide sufficient flow to meet low season demand and much of the peak day demand. As a result, you anticipate that sample results for TTHMs may be significantly lower because of the treated groundwater. The goal of these efforts is to not only bring the water system into compliance but to develop a long-term solution for maintaining compliance.

Should the Exeter Water Department water system not achieve compliance, DES may initiate formal action for these violations, including issuing an order requiring the deficiencies be

corrected, proposing an administrative fine of up to $2,000 per violation, and/or referring the matter to the NH Department of Justice for imposition of appropriate penalties.

Sincerely,

Richard Skarinka, P.E.
Drinking Water and Groundwater Bureau

Cc: Russell Dean, Town Manager, Exeter
Paul Roy, Water Treatment Plant Operations Supervisor, Exeter
Eric Skoglund, DES

Town Manager's Office
APR 07 2016
Received

THE EXETER SPORTSMAN'S CLUB, Inc.
P.O. Box 1936
111 Portsmouth Avenue
Exeter, New Hampshire 03833
(603) 772-7468
www.exetersportsmansclub.com

April 4, 2016

Board of Selectmen
10 Front Street
Exeter NH 03833

Dear Honorable Selectmen:

As required by Paragraph 13 of the Lease Agreement between the Town of Exeter and the Exeter Sportsman's Club, Inc. (here in after referred to as ESC), please find below an annual report of club activities which were of civic benefit.

The earthen side berm was inspected by town officials and verbally approved. A drawing and a formal letter requesting a written approval was sent but has not yet been received from the town.

The "children's fishing derby" continues to be popular spring activity drawing in excess of 206 children again in May 2015. The 2016 fishing derby is scheduled for May 14th.

Four Hunter Education classes were conducted in 2015 graduating 83 students qualified for both archery and firearms licenses under new NHFG guidelines.

ESC provided NRA certified training in Basic Pistol, Basic Rifle, Personal Protection in the Home (PPIH) and Personal Protection Outside the Home (PPOH) to a total 80 students. All of these programs place heavy emphasize on firearm safety.

ESC has expanded our new member orientation to two full hours with special emphasis on new members being "range safe". All new members are interviewed to determine their shooting experience and those judged to be lacking are assigned a mentor to improve their safety skills.

ESC continues to provide free shooting rights to all members of the Exeter and Stratham Police Departments so they can sharpen their shooting skills, whenever they feel it is necessary. This is in addition to the time required under the provisions of the current lease agreement.

THE EXETER SPORTSMAN'S CLUB, Inc.

P.O. Box 1936
111 Portsmouth Avenue
Exeter, New Hampshire 03833
(603) 772-7468
www.exetersportsmansclub.com

ESC continues to provide NRA certified training officers and/or NRA certified range safety officers to youth groups (CAP, BSA, 4H, etc.) seeking firearms qualifications.

ESC continued to provide free membership to members of the armed forces who are on active duty. Some members of the USCG continue to use the range to hone their shooting skills.

ESC hosted twenty young citizens representing the Cub Scouts, Boy Scouts, Brownie Scouts, Girl Scouts, 4-H Program and Civil Air Patrol Cadet (CAP) teenagers in the retiring of United States of America flags. ESC provided the personal and instruction to retire United States flags using the proper protocol and etiquette and young citizens performed the task under membership supervision. The public is welcome to deliver flags for retirement and participate in the ceremony if they desire.

Collectively all of the ESC programs (NRA Certified Programs, Hunter Education, New Member Orientations and etc.) trained several citizens in the safe handling and storage of firearms last year. These types of programs significantly contribute to the continued decline in unintended firearms fatalities. According to the National Sports Shooting Foundation (NSSF), over the last decade, the rate of overall unintentional rearms-related fatalities has declined by 33 percent (from 0.3 in 2003 to 0.2 in 2013). Likewise, according to the New Hampshire Fish and Game (NHFG) reports a steep decline in firearm accidents as a result of the emphasis on firearm safety in the Hunter Education Program. Hunting has become one of the safest activities in America.

Best regards,

Timothy Copeland
President

TOWN OF EXETER, NEW HAMPSHIRE

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

LEGAL NOTICE
EXETER ZONING BOARD OF ADJUSTMENT
AGENDA

The Exeter Zoning Board of Adjustment will meet on Tuesday, April 19, 2016 at 7:00 P.M. in the Nowak Room of the Town Office Building, 10 Front Street, Exeter, to consider the following:

NEW BUSINESS:

The application of Town of Exeter Housing Authority for a special exception per Article 4, Section 4.2, Schedule I Permitted Uses to permit the proposed construction a multi-family open space development on the property located at 98 Linden Street. The subject property is situated in the R-2, Single Family Residential zoning district. Tax Map Parcel #104-70. Case #1506.

The application of 2 Hampton Road LLC for an amendment to (or clarification of) the variance approval granted on August 20, 2013 (ZBA Case #1457) to permit multi-family residential use on the property located at 2 Hampton Road. The Applicant is proposing to construct a professional office building on the southwest corner of the property. The subject property is situated in the PP-Professional/Technology Park zoning district. Tax Map Parcel #69-3. Case #1507.

OTHER BUSINESS:

- Selection of Board representative for Planning Board Master Plan Steering Committee
- Approval of Minutes: November 17, December 15, 2015, February 16, March 15, 2016

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

CERTIFIED MAIL®

EXETER ZONING BOARD OF ADJUSTMENT
Frederick J. Thielbar, Chairman

Posted: 04/08/16: Exeter Town Office, Exeter Public Library, Town of Exeter websi

7015 1520 0000 9654 6571

Please be advised that you have received this notice, as you are an abutter to one of the above applications being considered by the Zoning Board of Adjustment. If you have any questions, please contact the Planning & Building Department at (603) 773-6112. This meeting will also be televised on EXTV Channel 22 at 7:00 PM and at various times following the meeting.

TOWN OF EXETER, NEW HAMPSHIRE

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

PUBLIC NOTICE
EXETER HISTORIC DISTRICT COMMISSION
AGENDA

The Exeter Historic District Commission will meet on Thursday, April 21, 2016 at 7:00 P.M. in the Nowak Room of the Exeter Town Office Building, 10 Front Street, Exeter, to consider the following:

NEW BUSINESS: PUBLIC HEARINGS

The application of Julie Williams (on behalf of the American Independence Museum) for a change to existing appearance of landscaping design (stone staircase) at One Governors Lane. The subject property is located in the C-1, Central Area Commercial zoning district, Tax Map Parcels #72-206 and #72-215. Case #16-02.

The application of Cellco Partnership (d/b/a Verizon Wireless) for new construction and change to an existing structure to accommodate the installation of wireless communication equipment on the rooftop at 24 Front Street. The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #72-159. Case #16-03.

The application of Phillips Exeter Academy for change in appearance of an existing structure, window replacement and signage on the property located at 237 Water Street. The subject property is situated in the C-1, Central Area Commercial zoning district. Tax Map Parcel #64-41. Case #16-04.

The application of Phillips Exeter Academy for a change in appearance to fencing and landscape, relocation of an existing structure, new construction and signage in conjunction with their proposed Front Street Crosswalk Project. The subject property is located at 53 Front Street in the R-2, Single Family Residential zoning district. Tax Map Parcel #72-208. Case #16-05.

OTHER BUSINESS

- Commission representative for Planning Board Master Plan Ste
- Approval of Minutes: March 17, 2016

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

7015 0640 0007 9811 1912

EXETER HISTORIC DISTRICT COMMISSION
Patrick Gordon, Chairman

Please be advised that you have received this notice, as you are an abutter to one of the above applications being considered by the Historic District Commission. If you have any questions, please contact the Planning & Building Department at (603) 773-6112. This meeting will also be televised on EXTV Channel 22 at 7:00 PM and at various times following the meeting.

Posted 04/08/16 : Exeter Town Office, Exeter Public Library, Town website,

Town of Exeter

Russ Dean <rdean@exeternh.gov>

Public Works Soils Excavation

Kevin Smart <ksmart@exeternh.gov> Fri, Apr 8, 2016 at 1:54 PM
To: Jennifer Perry <jperry@exeternh.gov>, Paul Vlasich <pvlasich@exeternh.gov>, Jay Perkins <jperkins@exeternh.gov>, Jennifer Mates <jmates@exeternh.gov>, Michael Jeffers <mjeffers@exeternh.gov>, Matt Berube <mberube@exeternh.gov>, Trisha Allen <tallen@exeternh.gov>, Marie Tontodonato <grogers@exeternh.gov>, Desiree Murphy <dmurphy@exeternh.gov>, Jeff Beck <jbeck@exeternh.gov>, Jason Rucker <jrucker@exeternh.gov>, Steve Dalton <sdalton@exeternh.gov>, Steve Tucker <stucker@exeternh.gov>, Karen Bodwell <kbodwell@exeternh.gov>, Brian Comeau <firechief@exeternh.gov>, William Shupe <wshupe@town.exeter.nh.us>, Mike Favreau <mfavreau@exeternh.gov>, Greg Bisson <gbisson@exeternh.gov>, Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Doug Eastman <deastman@exeternh.gov>, Eric Wilking <ewilking@exeternh.gov>, Paul Morin <pmorin@exeternh.gov>, Jeff Butts <jbutts@exeternh.gov>

Hello all,

Beginning Monday, April 18th, 2016 a large area of the Public Works Parking lot will be excavated for the removal of soils in conjunction with the NHDES MTBE Project. The work is expected to be accomplished over a 4-5 week period. During that time the drive through driveway will be closed at the south end of the Waste Water Plant and all traffic will reverse direction in front of the Waste Water Plant to exit the site.

The attached plan shows dotted fence lines that will be the boundary of the excavation work area. The square blue box is the actual excavation location. Work to the front of the Public Works Admin Building will be done in 2 phases with the first area being the small triangle closest to the building allowing traffic and pedestrians to access the building entrance throughout the process.

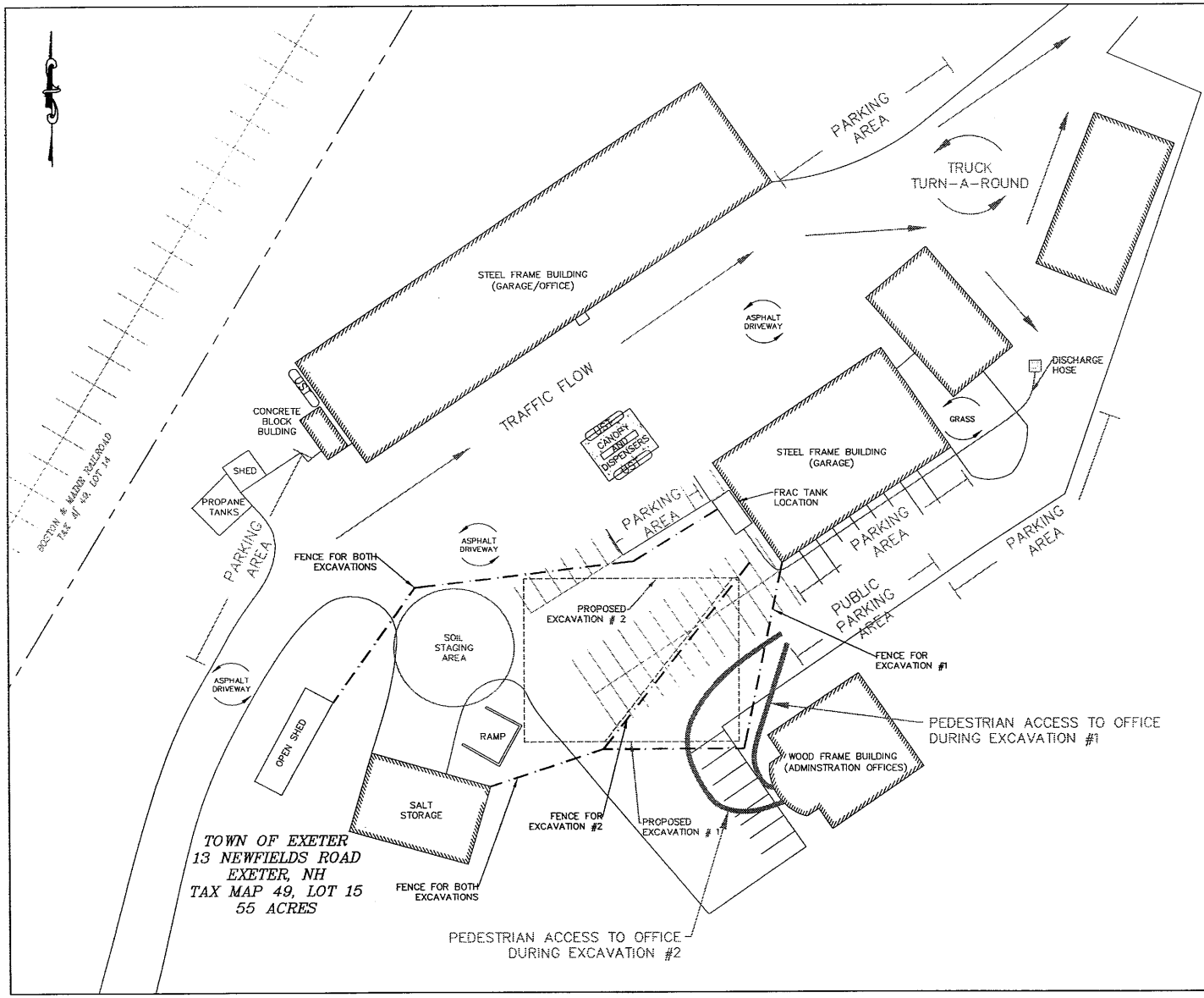
Fueling is expected to continue uninterrupted, Highway, Water/Sewer, Waste Water Treatment, Lagoons, and Maintenance Garages accessibility will also be uninterrupted. Traffic signage will be updated as needed for public access to the Admin. Office.

Parking for most of the first row of the parking lot will remain, with all others to be temporarily moved to one of the alternate locations.Please feel free to pass this information on to whom ever may benefit. Also please bring to my attention any discrepancies or problems that arise so that I may address them promptly.

Thank you for your patience, understanding, and cooperation,

Kevin Smart
Maintenance Superintendent
Exeter Public Works
13 Newfields Road
Exeter, NH 03833
Office 603-773-6162
Cell 770-2736
Fax 603-772-1355
ksmart@exeternh.gov
Like us on Facebook!

EXTR0001_Figure 5_Traffic Plan.pdf
124K



LEGEND

- SUBJECT PROPERTY LINE
- CHAIN LINK FENCE
- TRAFFIC FLOW
- CATCH BASIN

NOTES

1. ALL LOCATIONS AND DIMENSIONS ARE APPROXIMATE.
2. PLANS BASED ON WILCOX & BARTON, INC. SITE VISITS AND THE SITE PLAN BY TERRACON DATED JANUARY 2014.
3. THIS PLAN IS NOT A PROFESSIONAL SURVEY AND IS NOT INTENDED TO ESTABLISH PROPERTY BOUNDARIES.

GRAPHIC SCALE

50 0 25 50 100

(IN FEET)
1 inch = 50 feet

Wilcox & Barton INC.
ENVIRONMENTAL AND CIVIL ENGINEERING

TITLE: *SOIL EXCAVATION TRAFFIC AND PARKING PLAN*		
DATE: June 30, 2015	SCALE: SEE GRAPHIC	FILE: M[illegible]er_Plan
APPROVED BY: MRT	DRAWN BY: MMN/JTD	REVISED:
CLIENT: Town of Exeter, NH		JOB NUMBER: EXTR0001
LOCATION: Department of Public Works, 13 Newfields Road, Exeter, New Hampshire, NHDES Site #199809029		DRAWING NUMBER: *FIGURE 5*

Town of Exeter

Russ Dean <rdean@exeternh.gov>

Fwd: Westside Drive

3 messages

Nancy Belanger <nbelanger@exeternh.gov> Wed, Apr 6, 2016 at 6:34 AM
To: Russ Dean <rdean@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Sheri Riffle <sriffle@exeternh.gov>

For packet!

--------- Forwarded message ---------
From: <h.duffen@comcast.net>
Date: Apr 5, 2016 11:21 PM
Subject: Westside Drive
To: <Selectmen@exeternh.gov>
Cc:

To Whom it may Concern:

I'm a resident of Westside Drive in Exeter,and I would like to know why it took until after 8:30 am this morning,4/5/16 for the plow and sand truck to finally come to our street,other streets in the area were taken care of last night

and then when the plow came through it was like he was driving the Indy 500,at the speed he came through here at.I also would like to know why we are like second class citizens on this street,since we have water problems

with standing water and no drainage and our sump pumps run 24 hours aday,do to the water table in this area,also our street really is in need of a lot of repair,we pay our taxes like everyone else in this town,but it seems

we never get any help.

Sincerely

Hal Duffen

Russ Dean <rdean@exeternh.gov> Wed, Apr 6, 2016 at 8:31 AM
To: Jay Perkins <jperkins@exeternh.gov>, Jennifer Perry <jperry@exeternh.gov>
Cc: Trisha Allen <tallen@exeternh.gov>

Good morning,

Forward this so you can reach out to Mr. Duffen.

Thank you,

Russ
[Quoted text hidden]

Jay Perkins <jperkins@exeternh.gov> Wed, Apr 6, 2016 at 8:56 AM

To: Russ Dean <rdean@exeternh.gov>
Cc: Jennifer Perry <jperry@exeternh.gov>, Trisha Allen <tallen@exeternh.gov>, Jason Rucker <jrucker@exeternh.gov>

Thank you Russ
We will reach out to him .
Jay

Sent from my iPhone
[Quoted text hidden]

Town of Exeter

Russ Dean <rdean@exeternh.gov>

Riverwoods Abatement

Sheri Riffle <sriffle@exeternh.gov> Wed, Apr 6, 2016 at 8:52 AM
To: Russell Dean <rdean@exeternh.gov>

FYI

Sheri

--------- Forwarded message ---------
From: **Anne Surman** <annesurman3@gmail.com>
Date: Tue, Apr 5, 2016 at 3:00 PM
Subject: Re: Riverwoods Abatement
To: Sheri Riffle <sriffle@exeternh.gov>, "Daniel W. Chartrand" <dchartra@rcn.com>

Hi Sheri,
I am not available but also meetings of any kind need to called by the Chair of the BOS, so Mr. Chartrand needs to send any requests for any meetings Public or Non-public) of the entire board and those meetings are open to the public and must be posted.

Dan, you might want to review the RSA's on meetings or at least consult the vice chair on proper procedure.

Thank you.
Anne

On Tue, Apr 5, 2016 at 11:50 AM, Sheri Riffle <sriffle@exeternh.gov> wrote:

> Hi Everyone,
>
> Russ asked me to reach out to you all to see if we can schedule a brief meeting for the Riverwoods abatement request.
>
> Would you be available at 11 this Friday?
>
> **Sheri**
>
> Sheri Riffle
> Executive Assistant
> Town Manager's Office
>
> Town of Exeter
> 10 Front Street
> Exeter, NH 03833
> 603-773-6102
> fax: 603-777-1514