

Packet Summary for Monday, April 15, 2013

6:20 p.m. – Non meeting with counsel (Laura Spector re: Tax Deeds)

Agenda Items/Suggested Motions

New Business, Item V Webb parcel. Move the Board of Selectmen accept the amendment to the conservation easement as presented.

Item III: Grant, Radios (Emergency Management, Fire Department): Move the Board of Selectmen accept a grant from the State of New Hampshire in the amount of \$13,995 to replace the Fire Department's base radios.

Old Business, Item I Hazard Mitigation Plan

Move the Board of Selectmen adopt the Exeter Hazard Mitigation Plan update, as presented.

Bid Openings: Sewer Vactor Truck

Delay Town Hall Use Permit for May 10th due to expected closure of facility.

**Exeter Board of Selectmen Meeting
Monday, April 15th, 2013, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

BUSINESS MEETING TO BEGIN AT 7:00 P.M.

1. Call Meeting to Order
2. Public Comment
3. Minutes & Proclamations
 - a. Regular Meetings: April 1st, 2013
4. Appointments – Zoning Board of Adjustment
5. Discussion/Action Items
 - a. New Business
 - i. CSO/Long Term Control Plan Update
 - ii. Proposed Schedule for Sportsmen's Club RAP
 - iii. Emergency Management Grant: Radios
 - iv. Review Committee Listing/Openings
 - v. Amendment to SE Land Trust Webb Parcel
 - b. Old Business-
 - i. Hazard Mitigation Plan Adoption
 - ii. Feedback: Goal Setting Session from April 12th
6. Regular Business
 - a. Bid Openings – Sewer Vector Truck
 - b. A/P and Payroll Manifests
 - c. Budget Updates
 - d. Tax Abatements & Exemptions
 - e. Water/Sewer Abatements
 - f. Permits
 - g. Town Manager's Report
 - h. Legislative Update
 - i. Selectmen's Committee Reports
 - j. Correspondence
7. Review Board Calendar
8. Non Public Session
9. Adjournment

Don Clement, Chairman
Board of Selectmen

Posted: 4/12/13 Town Offices, Library, and Departments

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.

Exeter Board of Selectman Meeting

Monday April 1st, 2013

1. Call Meeting to Order

Chairman Don Clement called the meeting to order at 7:02 pm in the Nowak Room in the Exeter Town Office building. Members present were: Chairman Don Clement, Vice Chairman Dan Chartrand, Selectwoman Julie Gilman, Selectman Frank Ferraro and Selectman Matt Quandt. Also present was Town Manager Russell Dean.

2. Public Comments

Mr. Baillargeon addressed the board and requested an update on Article 35 for the Receptionist/Telephone Operator position. Chairman Clement explained this is pending review and could be a longer process since it is a new job function added to an existing union position. An assessment may be available in the next couple of weeks.

Michelle Holt-Shennan with NH Listens addressed the board and reminded folks about the upcoming event taking place on Wednesday April 10, 2013 at 6:30 pm at the Exeter High School Cafeteria. Those interested may pre-register online at www.nhlistens.org or arrive at 6:00 pm on the day of the event to sign-in.

3. Minutes & Proclamations

- a. Regular Meetings: March 18, 2013

Chairman Clement made a motion to approve the minutes from March 11, 2013. Selectman Quandt seconded the motion. Motion carried – all in favor.

4. Appointments – ERLAC (Nominations)

Vice Chairman Chartrand moved to nominate Chairman Clement to the Exeter River Local Advisory Committee. Selectman Quandt seconded the motion. There were no other nominations for the position. Motion carried – all in favor.

Vice Chairman Chartrand requested one extension to nominate Peter Richardson (not present) to the Exeter River Local Advisory Committee. Selectman Quandt seconded the motion. There were no other nominations for the position. Motion carried – all in favor.

5. Discussion/Action Items

a. New Business

- i. Sportsmen's Club Site Plan Approval Follow Up

Assistant Chief Berkenbush, the Assistant Fire Chief to the Exeter Fire Department addressed the board and provided an overview of the Sportsmen's Club Remedial Action plan.

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Assistant Chief Berkenbush reported the Town received a request from the Department of Environmental Services (DES) on March 7, 2013 that requested a Remedial Action Plan (RAP) for the Sportsmen's Club site. The letter provided information of what DES would like to eliminate which are:

- Eliminate direct contact with human exposure pathway to the contaminants present in the Site soils.
- Eliminate exposure to the benthic organisms that may be present in the intermittent stream and other forms of wildlife to the lead shot in the stream.
- Eliminate the direct contact human exposure pathway to the contaminants present in the abutter's soils to the East of the Site.

Assistant Chief Berkenbush explained the Sportsman's Club is building a Berm on the right-hand side, opposed to the left-hand side, and some of the soils contained at the site can be used as Berm material. This would save removal costs to the town.

There were conditions Assistant Chief Berkenbush negotiated with DES.

- The RAP has to be in place and accepted by DES and the town.
- Once completed it will be presented to the Board with the agents of the Lease
- Construction of the Berm may begin upon approval

Assistant Chief Berkenbush shared correspondence from Gary Garfield at URS Corporation. This explained that URS Corporation would like to breakdown the site into three different areas:

- Area 1 – The open field portion of the trap range
- Area 2 – The forested portion of the contaminated property owned by the Town
- Area 3 – The abutting property

Assistant Chief Berkenbush advised URS Corporation will provide a RAP to him by April 3, 2013 so he can meet the dates arranged by DES.

- RAP schedule due to DES by April 8, 2013.
- URS to provide a scope of work to Chief Berkenbush by April 12, 2013.
- DES has requested a scope of work by April 15, 2013,
- Conduct field sampling on or about May 1, 2013.
- Submit a draft to the town by the end of June early July.
- Remedial action plan sent to DES by middle to the end of August.

Assistant Chief Berkenbush confirmed the RAP will need to be contracted out due the reason that is will require a Specialist.

Assistant Chief Berkenbush explained there will need to be a warrant Article on budget in 2014 for funding. Chairman Clement confirmed the town is liable for the contaminated soil therefore the funding as well regardless what the intentions of the Sportsman's Club. It was mentioned that Mr. York of the Sportsman's Club has funding set aside to build the Berm.

Mr. Dean confirmed the town will not have a good sense of the costs for the RAP until the testing is completed since many factors affect the costs.

Len Benjamin addressed the board and shared his opinion on the RAP. He believes the Club has an obligation to pay for the Berm, and the costs associated outside the area of the Berm, since the Club is responsible for the contamination. Mr. Benjamin indicated the Club has obligations under the law and lease.

Sue Ratnoff addressed the board and Assistant Chief Berkenbush and asked what the timeline would be on the soil testing since a Sound Test is required prior to the construction of the Berm.

Assistant Chief Berkenbush pointed out construction may not begin until September 2013.

ii. Swasey Parkway

Ruthanne Rogers, a Trustee for the Swasey Parkway, addressed the board and presented a list of Rules that have been adopted along with fee increases.

Mr. Dean explained the Trustees permit the land and the Town permits the roadway. Mr. Dean invited feedback from the Trustees to see if the permit process has been working effectively for them. It was confirmed that the process has been working.

Vice Chairman Chartrand suggested the Trustees always lead with a permit. The Trustees permit an event then arrange final approval with the Police Chief and the Select Board.

Gerry Hamel, a Trustee for the Swasey Parkway, provided the board with a copy of the year-end report and explained this is the reason behind the rate increase. Mr. Hamel referred to the report and clarified that though the town donates \$10,000.00/year for maintenance of the Park and money for the electricity, which is \$950.00, they are still depleting the money in the trust.

Some of the key points of the discussion were:

- Possibly another movie night in August
- Park and Recreation donated \$1,000.00 last year for the Beer and Chili Festival
- It was confirmed the fees may be waived at the discretion of the Trustees
- A graduated scale of rates and/or rates based on situations was suggested to the Trustees and will be further reviewed
- It was confirmed that any event that brings people in would be considered a Community Event.
- A fee will never be charged to enter the Parkway which includes from the Town all the way to Newfields Road.
- A fenced in area is an option that will not limit the use of the Parkway
- The Parkway is the road and the Park in the Grass area
- The Jurisdiction for the Trustees is everything but the road. The road is the towns and they will not charge for the use of the roads

- The Trustees are not looking to the fees to offset the yearly costs to maintain the Parkway but to the donations received

Mr. Hamel clarified they are not trying to stockpile money but offset the costs. He also explained that they are looking to expanding the beer and wine area and arrange it so the park will still be accessible except for that defined one area.

Ruthanne Rogers addressed the board and inquired about the use of the roadway closing in the event of a wedding. The members of the board confirmed this is a case by case decision.

Alison Field, President of the Board of Governors for the American Independence Museum, spoke of the event taking place on July 20, 2013. She talked about the expense to rope off the area of the encampment while keeping the roadway clear and charging a fee to patrons to enter the encampment. The members confirmed this is an issue that will need further evaluation with the Trustees for cost clarification and access to the Parkway.

iii. Unitil: Piping Replacement Plan

Mr. Dean discussed an email he received from Jennifer Perry, PW Director for the Town of Exeter. The letter indicated Unitil is about to undertake a major project over the course of the spring and summer (approximately 6 months of construction) replacing gas lines in the town. The Department of Public Works has raised some concerns about the conditions of the roads dug up, the frequency of road closures and what condition the roads will it be left in.

Phil Johnson, the Construction Supervisor for Unitil, explained they are required to replace all Bare Steel Pipe with a 100% plastic and protective coated Steel system.

Selectman Frank Ferraro questioned Mr. Johnson about traffic and if the roads will be one way or one lane. Mr. Johnson advised it depends on the road and they will be in contact will all the residences about the meters. Selectman Ferraro also questions the condition of the pavement after the work has been completed. Mr. Johnson explained they will replace what they remove, the road will be redone and the trench (generally 2 feet deep) will be completed to the specifications.

Chairman Clement questioned the integrity of the roads once they have been compromised.

Jennifer Perry, PW Director, responded to Chairman Clement and Unitil and expressed concerns of how to preserve the roads that were recently replaced. She agreed that getting un-coded bare steel gas lines is a good thing but it is an expense that the town bares since any excavation of the road will reduce longevity of the surface pavement (up to 40% reduction) in the lifetime of a road that is excavated.

They are going to recommend a change to the DPW public policy that any excavation greater than 200 ft. in length and the surface is less than 7 yrs. old they are requested a full width overlay from curb to curb. This would affect Water Salem Street, Park Street and Oak Street. The policy is currently in place however, the permits have not been signed at this time.

Chairman Clement confirmed that once the schedule is confirmed they would relay the info to DPW then provide an avenue to go public.

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Chairman Clement advised that as the schedule is developed, it will be shared with the DPW.

Mel Ciulla, the Operations Manager for Unitil, addressed the board. He feels that putting a restriction of an overlay on a whole road may not be something they can bare. They cannot commit to a full road overlay.

Chairman Clement and Mr. Ciulla came to an agreement that the policy in effect by the town and the excavation and restoration of the roads as laid out by Unitil will need to be further discussed with the DPW.

iv. PEA Request: One Way Traffic

Mr. Dean discussed a request from Phillips Exeter Academy for one way traffic. Mark Leighton from PEA requested the Board approve a traffic plan for April 15 through August 2 (approximates dates) for the purpose of allowing the ongoing upgrade of PEA's underground steam distribution system. The traffic would be redirected from 6:00 a.m. to 5:00 p.m., 5 days per week (Monday through Friday).

Mark Leighton from PEA addressed the board and reconfirmed the request for one-way traffic from April 15 to August 2013. They are moving the new steam line more east. Mr. Leighton advised overnight parking would not be allowed and construction personnel would be present. He also explained the 6:00 a.m. start-time is for set-up and this will not interfere with the town noise ordinance which is after 10 p.m. and before 7 a.m. Selectwoman Gilman made a motion to approve the Roadway Construction Plan and Vice Chairman Chartrand seconded. Motion carried – all approved.

v. Emergency Plan Update: RPC

Chief Wilking addressed the board and provided an update on the Natural Mitigation Plan. Chief Wilking explained that FEMA has endorsed the plan which is currently pending board approval. The members will review and address once the public meeting has been posted for a minimum of 12 days.

vi. BOS Committee Assignments

Vice Chairman Chartrand reviewed the current roster. Selectwoman Gilman requested to be a member of the Exeter Transportation Committee. A motion was made by Selectman Quandt to move the slate as amended and seconded by Vice Chairman Chartrand. Motion carried – all in favor.

vii. Accept 2013 HHW (Household Hazardous Waste) Funds

Mr. Dean briefly explained the purpose of the Grant. A motion was made by Vice Chairman Chartrand to accept the HHW collection funds for 2013 and enter into a contract with the NHDES and further authorize the town manager to execute documents which may be necessary for this contract and seconded by Selectwoman Gilman. Motion carried – all in favor.

b. Old Business

i. Set 2013 Goal Setting Session

Chairman Clement confirmed with the members a meeting date of Friday April 12 at 9 am in the John Doyle conference room located at the DPW. Mr. Dean advised Primex will be present and will provide a note taker for the session.

The members will be reviewing 2011 and 2012 goals along with other areas such as water, waste water, town facilities and infrastructure.

6. Regular Business

a. Bid openings – None at this time.

Mr. Dean discussed the bids received for Mobile Home Removal. The estimated costs to remove all remaining units are approximately \$21,000.00 and will allow the town to be free of any further liability.

Vice Chairman Chartrand motioned to allow the Town Manager to accept the low bid on each property and move forward with releasing these properties from the town's responsibilities. Selectman Quandt seconded the motion. Motion carried – all in favor.

Chairman Clement will provide a current list of eligible properties (Tax Deeded Properties) as soon as it is available and advised the list changes daily.

Clement requested a non-meeting, meeting with Town Counsel to discuss future processes in handling the sales of the tax deeded units. The meeting should be scheduled in the next couple weeks and will be held prior to the regular scheduled meeting on April 15.

b. A/P and Payroll Manifests

A motion was made by Selectwoman Gilman to approve the payroll warrant for week ending March 22, 2013 in the amount of \$363,793.63, seconded by Vice Chairman Chartrand. Motion carried – all in favor.

A motion was made by Selectwoman Gilman to approve the A/P warrant for week ending April 1, 2013 in the amount of \$2,071,701.00, seconded by Vice Chairman Chartrand. Motion carried – all in favor.

A motion was made by Selectwoman Gilman to approve the payroll warrant for week ending March 27, 2013 in the amount of 163,427.55, seconded by Vice Chairman Chartrand. Motion carried – all in favor.

A motion was made by Selectwoman Gilman to approve the A/P warrant for week ending March 29, 2013 in the amount of \$111,805.63, seconded by Vice Chairman Chartrand. Motion carried – all in favor.

c. Budget Updates

Mr. Dean did not have any updates at this time.

d. Tax Abatements and Exemptions

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to deny Tax Abatements located at Map/Lot 72/158, 86/50 and 63/102/41. Motion carried – all in favor.

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A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve the Tax Abatement located at Map/Lot 60/18 in the amount of \$642.82. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve the Tax Abatement located at Map/Lot 72/182 in the amount of \$974.59. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve the Tax Abatement located at Map/Lot 72/105 in the amount of \$2,928.96. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve the Tax Abatement located at Map/Lot 94/24/16 in the amount of \$272.16. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve 29 Tax Abatements totaling \$183,751.00 (each) located at Map/Lot 28/5, 104/80/1, 52/89, 104/79/13, 64/105/47, 104/79/217, 27/13, 104/79/802, 87/14/18A, 104/79/131, 104/79/101, 81/36, 28/2, 22/4, 63/102/21, 68/6/147, 104/79/324, 95/64/288, 81/34, 35/9, 74/38, 104/79/16, 64/11, 87/8/C-17, 99/26, 65/124/35, 73/68/1, 104/79/38, and 104/79/301. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve Elderly Exemptions for 52 properties totaling \$236,251.00 located at Map/Lot 64/105/78, 83/22, 68/6/124, 95/64/89, 104/79/322, 68/6/225, 83/35, 74/77/9, 104/79/1006, 95/64/258, 90/18/2, 104/79/405, 73/223, (Sheet reads 233), 95/64/218, 65/16, 103/13/21, 73/101, 104/79/110C, 104/79/700, 64/105/103, 104/79/709, 104/79/213, 38/7, 73/22, 104/79/8, 65/11, 65/124/28, 64/105/55, 104/79/116, 104/79/125, 65/75, 65/58, 62/94, 104/79/226, 51/5, 104/79/105, 52/74, 95/64/206, 52/63, 104/79/903, 63/147, 22/1, 104/79/515, 85/42, 65/104/61, 104/79/19, 62/48, 65/51, 61/23, 63/102/57 and 65/104/11. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve Elderly Exemptions for 29 properties totaling \$152,251.00 located at Map/Lot 95/64/321, 95/64/210, 32/12/22, 65/32, 64/105/4, 63/237, 65/124/15, 52/68, 104/79/116, 95/64/170, 95/64/60, 104/79/311, 72/17/6, 81/5, 104/79/132A, 95/64/198, 64/105/85, 103/13/22, 64/17, 76/9, 70/126, 32/12/16, 55/20, 65/104/49, 90/27, 104/79/2 and 104/79/403. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to deny Elderly Exemptions located at Map/Lot 104/37, 104/79/316, 95/64/199. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve 1 Elderly Exemption located at Map/Lot 74/10 in the amount of \$127,200.00. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve 1 Elderly Exemption located at Map/Lot 89/18 in the amount of \$227,200.00. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve Veteran's Credits in the amount of \$500.00 each located at Map/Lot 104/79/422, 95/64/17 and 86/25. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve Disability Exemptions located at Map/Lot 32/12/28, 64/104/44, 95/64/311, 95/64/77, 95/64/253, 65/124/2,7 95/64/117, 51/6, 95/64/278, 87/14/10A and 38/4 in the amount of \$125,000.00. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve Disability Exemptions located at Map/Lot 68/6/188 in the amount of \$107,800.00. Motion carried – all in favor.

A motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to deny Disability Exemptions located at Map/Lot 95/64/168. Motion carried – all in favor.

e. Water/Sewer Abatements – None at this time

f. Permits

A motion was made by Ms. Gilman and seconded by Vice Chairman Chartrand to approve the facility request from the Exeter Women’s Club for use of the town hall on October 6, 2013 from 1:00 pm-3:00 pm. Motion carried – all in favor.

A motion was made by Vice Chartrand and seconded by Ms. Gilman to approve the facility request from the Republican Town Committee for use of the town hall on October Oct 12, 2013 from 10:00 am – 4:00 pm. Motion carried – all in favor.

A motion was made by Vice Chartrand and seconded by Selectwoman Gilman to approve the facility request from the Republican Town Committee for use of the town hall on October Oct 27, 2013 from 3:00 pm – 9:00 pm. Motion carried – all in favor.

g. Town Manager’s Report

Mr. Dean discussed the following points

- Coast Assessments for Fiscal year 2014. The increase is close to \$10,000.00 per year. The increase will be addressed later in the year.
- The street sweeper is currently operational.
- The Egg Hunt held last Friday was a big success.
- Mr. Dean met with Mark Sanborn from the Planning Office regarding the Baggage Building Project last week and they are working through the kinks in the NHDOT grants.

h. Legislative Update – None at this time.

i. Selectman’s Committee Reports

Selectman Ferraro advised he met with the Water/Sewer Committee last week and the Chairman of the committee will be submitting two recommendations to the board. The recommendations will review overdue bills and not increasing rates for next year.

Selectman Ferraro meet with the Planning board last Thursday and had a short discussion about the Sportsman’s Club. He also met with the Safety Committee.

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Selectman Ferraro discussed the planning board met with Mr. Felder who presented a preliminary review of the revised plan on Epping Road which is pending formal approval. The members discussed Housing vs. Commercial space and Selectman Ferraro advised the first floor is Commercial space and 2nd floor is Residential apartments, primarily 1 bedroom apartments for seniors.

Vice Chairman Chartrand stated he would be meeting with the Exeter Economic Development Commission tomorrow morning and the TIF Working Group on Wednesday.

Selectwoman Gilman briefly discussed the following:

- The 375th Anniversary has met and approved a t-shirt they designed for the event.
- There has been discussion of a movie license to hold film events at town hall.
- The 375th Anniversary Committee is working with the Historical Society for a republication on Nancy Merrill, History of Exeter from 1838 – 1988.
- Historic District Commission received an application for a radio antenna on one of the smoke stacks that has been approved.
- Mr. Mike Schidlovsky, a representative from the Exeter area Chamber of Commerce requested the use of his sign however, the opportunity to meet with Mr. Schidlovsky and his landlord together, has not been possible.
- The Train Committee met and determined the numbers were down due to snow storms and construction. As of today the Train has begun their Summer Schedule.
- It was confirmed that the trains will be operational for the Red Sox games.

Selectman Quandt reported he will not be attending the Swasey Parkway Trustees meeting to be held this Wednesday.

Chairman Clement briefly discussed the following:

- The Arts Committee met and they are reviewing ideas that will be presented at a later time.
- He will be meeting with the sub-committee of the River Study Committee and the Conservation Committee sometime this week.

j. Correspondence

Chairman Clement reviewed the following:

- The Fire Department is looking into purchasing a Unitil truck from Surplus. This is to put the Board on notice they won't bid now, but are going to find funding sources for a bid at a later date.
- Chief Kane received a letter from the Highway Safety Agency stating the contractor for federal funds for Highway Safety Project #315-13A-171 entitled "Exeter Motorcycle" has been approved.
- A letter received from Homeland Security and Emergency Management explained a Major Disaster Declaration Program meeting for Rockingham County will be held on April 3, 2013 at 1:30 pm at the Stratham Fire department.

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- A letter received from the Division of Forests and Lands stating Brian Comeau was re-appointed as Forest Fire Warden for the Town of Exeter for term ending December 31, 2015. The letter also provided a List of Deputies.
- The Assessor's office is re-qualifying the elderly exceptions which are due in the office by April 2013.
- A letter received from the National Center for Missing & Exploited Children provided an invite to issue a Proclamation to commemorate National Missing Children's Day on May 25.

7. Review Board Calendar

Chairman Clement provided a recapped of the pending meetings.

Goal Setting Session meeting on April 12

Next Regular meeting on April 15, preceding a non-meeting meeting

A motion was made by Chairman Clement and seconded by Vice Chairman Chartrand to adjourn to non-public session at 9:45 p.m. for an employee compensation issue. On a roll call vote, the motion carried - all voting in the affirmative.

The Board emerged from non public session at 9:55 p.m.. Selectwoman Gilman moved to adjourn, seconded by Selectman Chartrand. The Board stood adjourned at 9:55 p.m..

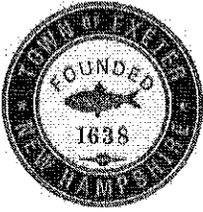
Respectfully Submitted,

Nadine Young

Recording Secretary

Appointment – ZBA

David Mirsky, term to expire April 30, 2015 – alternate position



MEMO

Enforcement of Town of Exeter Sewer User Ordinances

To: Board of Selectmen

Cc: Russell Dean, Town Manager; Jennifer Perry, DPW Director; Robert Kelly, Chairman, Water & Sewer Advisory Committee

From: Michael Jeffers, W&S Managing Engineer

Date: April 15, 2013

Ref: SUO Enforcement per EPA Administrative Order, Docket # 010-024 and NPDES Permit # 0100871

Mission Statement: ***Sanitary sewers shall be used only for the conveyance and disposal of sanitary sewage and industrial wastewater*** (per Town of Exeter Sewer User Ordinance (SUO) 1501.7, page 11).

Historically the sanitary sewer service in an Exeter structures' basement has been an easy and inexpensive method to dispose of basement seepage, foundation drains and roof leaders for a property owner. This has been a common practice nationwide but has been continually disallowed over the last few decades. The Town Building Inspection Department has not allowed connections to the sanitary sewer for sump pumps, roof leaders and foundation drains for structures built in the last 20 years. However, the Underwood Engineering Phase III Evaluation reports that nearly 25% of homes have sump pumps.

- The W&S Committee and I propose immediate public education with alternatives to discharging any *storm, or surface water, subsoil drainage, or unpolluted water* to the Town's sanitary sewer system.
- The W&S Committee and I propose the announcement of pending full enforcement of all applicable Sewer User Ordinances-meaning at some future date, **with two years being the committee suggestion**. Only sanitary sewage and industrial wastewaters will be allowed connection to the Town sanitary sewer collection system. Storm, or surface water, subsoil drainage, or unpolluted water may be connected to existing storm water systems as a "relief drain", or use "green solutions" such as rain gardens, rain barrel lawn sprinklers or drywells.
- It is not a matter of whether to enforce Town wide for all structures, regardless of age, but *when* to formally enforce and how much time will be given for compliance as outlined by the bulleted points following.
- Upon the Town being issued the new NPDES wastewater permit, effective March 1st, 2013, **the Town of Exeter has automatically agreed to the following from page 8, section 5, Collection System O&M Plan:**

"Within six months of the effective date of this permit (f.) An ongoing program to identify and remove sources of I/I (infiltration and inflow). The program shall include an inflow identification and control program that focuses on the disconnection and redirection of illegal sump pumps and roof spouts; and (g.) An educational public outreach program for all aspects of I/I control, particularly private inflow. For each of the above activities that are not completed and implemented as of the submittal date (September 1st, 2013), the plan shall provide a schedule for its completion."

- The Town *can have more time* beyond the 6 month, September 1, due date for completion. But we must submit a schedule for these activities by September 1st, 2013. The Town has already been identifying and removing sources of I/I. The recent example being the smoke testing done by Town W&S staff with the resulting removal of inflow (sump

pumps, storm drains, roof leaders) from the Post Office and some PEA buildings and grounds.

- Per the acceptance of the new NPDES wastewater permit, effective March 1st, 2013, the Town of Exeter automatically agreed to the following from page 7, Operation And Maintenance Of The Sewer System (3.) Infiltration/Inflow (I/I):

The permittee (Exeter) shall control infiltration and inflow (I/I) into the sewer system as necessary to prevent high flow related unauthorized discharges from their collection systems and high flow related violations of the wastewater treatment plant's effluent limitations.

The above permit statement means there shall be no sanitary sewer overflows (SSOs) when referring to "Unauthorized discharges from their collection systems". The "control" the permit refers to certainly includes sewer ordinances and their full enforcement. This has been clearly stated in discussions with both EPA and DES. EPA, per the administrative order, requested and received a copy of the new 47 page SUO document that replaced the previous 13 page document.

Questions & Answers:

Q: Of the 3,426 sewer users in Town, how many are likely to be impacted by private inflow removal?

A: Three years of I&I studies with field investigation data provided by Town staff, Underwood Engineering, Eastern Pipeline Services (subcontractor for Underwood) and Wright-Pierce Engineering indicate approximately 25%, or 857 users.

Q: Can the Town get a more accurate count of the number of sump pumps and their exact addresses?

A: Yes, like most towns and water & sewer utilities, when water meter work is required, the technician notes whether there is a sump pump, or

signs of recent temporary sump pump removal. The Town is currently upgrading all the Town's water meters and a list being created. The project should be completed in a little over a year, over 37% of the Town has been inspected currently.

Q: Does the Town have to physically visit each site to confirm when, or if, a sump pump or other private inflow has been removed once the deadline for removal has been reached?

A: No, as sewer users remove their private inflow they would provide the Town with a signed affidavit.

Q: Are any of the approximately 1,122 manufactured homes impacted?

A: Manufactured homes typically do not have basements or rain gutters so except for possible poor quality sewer service connections, there should be little or no impact.

Q: Can the Town discover sump pumps and other private inflow sources not removed?

A: Yes, it might be some time before an illegal source is found but the W&S department must do closed circuit television (CCTV) inspections of 20% of the entire Town's sewage collection system each year. Also, when a random "slow sewer" complaint is responded to, the entire street is routinely CCTV inspected. There are also random smoke and dye tests. Public education would include the fact that penalties for infractions are more expensive than the cost of correcting the private illegal inflow. No utility ever finds all sources of illegal private inflow.



TOWN OF EXETER

PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD, EXETER, NH 03833
(603) 773-6157 FAX (603) 772-1355 www.exeter.town.nh.us

April 3, 2013

Ms. Joy Hilton

Water Technical Unit
USEPA, OES4-3
5 Post Office Square, Suite 100
Boston, MA 02109-3912

Re: Quarterly Progress Report for the quarter of January 1, 2013 to March 31, 2013, per Administrative Order Docket # 010-024, Town of Exeter.

Dear Ms. Hilton:

This report is being made as required by the Administrative Order, page 11, IV, Order, Item 13, Quarterly Reports and Work Projections, and is for the calendar quarter ending March 31, 2013. This report details efforts taken to reduce, and ultimately prevent, Combined Sewer Overflow (CSOs) and Sanitary Sewer Overflows (SSOs) in the Town of Exeter.

Combined Sewer Overflow (CSOs) and Sanitary Sewer Overflows (SSOs) this quarter:

SSO: 02/01/2013 @ 1:00 p.m.: There was an SSO discharge of approximately 2 to 3 gallons per minute lasting until 2:00 p.m. for an approximate total volume of 120 to 180 gallons from sewer manhole (SMH) #785 located on 9 Allard Street. The actual blockage was at the downstream SMH #786 inlet and was a "root ball", removed by the Town jet/vactor truck. Response and clean-up was provided per the Town's Sewer Overflow Response Plan, GIS maps are attached of the SSO site and town location.

The following Planning and Operation & Maintenance activities were undertaken during this first quarter, 2013, reporting period:

- **Five Year Cycle of Sewer Cleaning and CCTV Inspections this Quarter:** There were 0.34 miles (or 1,802 linear feet) of sewage collection system cleaned (hydro jetted) and inspected (by CCTV) this first quarter of 2013. This work was due to reported slow sewers (no SSOs occurred) and so was not a scheduled component of the 2013 20% target. The annual aggressive schedule of completing 20% of all sewer lines, in a repeating five year cycle, will commence during the second quarter. A table

of these activities, including pipe condition, using a rating system of 1 (best) to 5 (poorest), is included with this quarterly report. This table will have a running total of all work to the end of each current quarter included with each quarterly report moving forward. The last table submitted with the final 2013 quarterly report will be up to date for the entire year and become part of the annual progress report.

- Linden Street SSO Investigations and Cross-Country Cleaning: On March 12, a meeting with the Exeter Conservation Commission was held concerning access to cross-country sewer line right-of-ways (ROWs) in, or adjacent to, conservation land. The many SSOs that occurred previously on Linden Street are believed to be primarily due to approximately 1,171 feet of mostly 8" pipe found to have 3" of sand and gravel sediment in the (ROW) section of the Linden Street sewer upstream of the Court Street pump station. This sewer ROW cannot be reached without equipment and personnel traveling on the Morrisette conservation land parcel. Currently there remains 190 feet of 8" sewer line to clean and 866 feet of 8" and 12" sewer line to be CCTV Inspected (please see two attached GIS maps). This remaining work could not be completed until there was consensus between the commission and the water and sewer department as to how to deal with a failed road culvert, tree cutting and the addition of some washed crushed stone at sewer manhole #465. When the conservation parcel soil dries sufficiently the ROW cleaning and inspection will be completed and reported accordingly in the second 2013 quarterly report. Sudden "slug" flows from the upstream private manufactured home parks (due to a lack of back-up power during outages), are believed to be a secondary cause of the SSOs and the Town is assisting them in their efforts to install generators for their lift stations.
- Regularly Scheduled Repeat Quarterly "High Maintenance" Cleaning (jetting) Activities: The Town continues cleaning (jetting) of the Town's "high maintenance" areas. However, for this first quarter there were no street sewers or ROWs cleaned as a high maintenance preventative action-the first repeat cleanings (high maintenance) are scheduled to start the first week of April. All these problem areas flowed without problem as noted during regular monitoring. These sewer lines have either minimal slope, root intrusion, repeating grease encrustation or sags between manholes. These areas normally include the problem sites of the two 820 feet long 8" parallel siphons under the Squamscott River and the 1,050 feet long 6" private water Street sewer Condominium lines.
- Sewer User Ordinance (SUO) Enforcement and Private Sewer CMOM: Meetings were held this quarter with the Water and Sewer Advisory Committee (WSAC) and Board of Selectmen liaison to determine a policy and schedule to fully enforce the Town SUO prohibiting non-sanitary sewage inflows to the collection system. A copy of the new (effective January 28, 2013) revised SUOs were previously submitted to EPA and DES this quarter. The ordinances to be fully enforced are 1501.7, 1501.8 and 1507.3 (copies of the relevant pages are attached). At the April 15th Board of Selectmen meeting the WSAC Chairman and the Water & Sewer Department will present a suggested schedule for town-wide enforcement.

Capital Improvement Projects, Measures and Programs Implemented or Planned by the Town and/or Private Collection systems in 2013 to Resolve CMOM Deficiencies:

- Portsmouth Avenue Water/Sewer Project: A warrant article for this project passed Town vote on March 12, 2013 at \$1,120,000. The sewer improvement project component is \$940,000 and replaces 2,800 linear feet (LF) of vitrified clay pipe sewers assumed to be of original construction with the actual date of construction unknown. Investigations from 2012 found that some pieces of pipe are missing due to structural cracks. The replacement project was designed in 2005 by Wright-Underwood Engineering but never constructed. The Underwood Engineering Phase III Infiltration and Inflow Evaluation determined that 570 LF of this sewer line was a major contributor to I&I. The completion of this project will reduce the probability of SSOs (occurring on the Portsmouth Avenue Town sewer) and CSOs due to a reduction in I&I.
- Sewer Collection Capital Improvement-Jady Hill Utilities Project, Phase II: During this quarter the *Jady Hill Utilities Project*, Phase II, completion was on hold while an outfall easement was (and still is) being negotiated for the newly constructed relief drains. The balance of the remaining Phase II sewer work, to resume April or May, is the connection of the private (residential) new sanitary sewer services to the newly installed street sewer mains. Also, the connection of the private (residential) new "relief drains" services to the newly installed street relief mains (connected to new or existing street storm drainage). The relief services, or laterals, are used to receive any sump pumps, roof leaders or foundation drain flow that was previously connected to the sanitary sewer. This will reduce I&I and the probability of SSOs and CSOs. The remaining street work includes the replacement of eight (8) sewer manholes and installation of a relief drain outfall on Webster Avenue upon being granted an easement through private property. As discussed in the reported November 28th, 2012, SSO description, a change order for installation of forty feet (40') of new 8" SDR 35 pipe will be negotiated with the contractor to reduce the probability of SSOs at the Pleasant Street-to-High Street sewer junction. The contractor will continue to be *J.A. Polito & Sons, Inc. General Contractors* and *Wright-Pierce Engineering* will continue to provide construction phase services. Total project completion is expected for June 1st, 2013.
- Sewer Collection Capital Improvement- Lift Station Generators: A 30kW back-up diesel generator is currently in the process of being installed at the River bend Circle sewage lift station (consisting of two of 5 horse power pumps) by Gemini Electric. This was a 2012 fiscal year capital improvement project. The 2013 operating budget includes \$35,000 for the purchase and installation of a back-up generator for the Colcord Pond Drive sewage lift station (two of 7.5 horse power pumps). The last station lacking back-up power is Folsom Acres sewage lift station (consisting of two of 7.5 horse power pumps), which will be a 2014 capital improvement project.
- Replacement of the existing jet/vactor sewer cleaning truck: A warrant article for this purchase passed Town vote on March 12, 2013 at \$424,831. This critical work platform is currently two years beyond its maximum expected life expectancy of six years. Frequent break downs have caused many interruptions and made scheduled CMOM jet cleaning activities difficult. The new jet/vactor truck will be much more reliable and allow the Town to much better meet the AO and new NPDES

CMOM requirements for the upcoming 2013 warm weather sewer program. Sealed bid opening is expected for April 15th.

Phase III Infiltration and Inflow Evaluation & LTCP: The comprehensive *Town Phase III Infiltration and Inflow (I&I) Evaluation* was completed by *Underwood Engineering* in November, 2012, and was upon originally due on December 15th, 2012, including Long Term Corrective Action Plan (LTCP) options. upon Town request, granted an extension to January 15th, 2013. This was to allow the Board of Selectmen and the Water & Sewer Advisory Committee more time for review and discussion prior to Town commitment. The evaluation, with *draft/proposed* LTCP schedule/costs, was sent by FedEx to USEPA/Joy Hilton and NHDES/Tracy Wood on January 15th, 2013. On March 13th, the Board of Selectmen formally approved the already submitted *draft/proposed* LTCP schedule/costs (Table 14-1). A formal letter from the Town Manager, Russell Dean, was mailed on March 15th committing the Town to Table 14-1, (CSO Long Term Control Plan).

Please contact me with any questions or comments you may have concerning this quarterly progress report.

Sincerely,



Michael Jeffers, Water & Sewer Managing Engineer
Town of Exeter

Cc: Russ Dean, Town Manager
Jennifer Perry, Public Works Director
Paul Vlasich, PE, Town Engineer
Tracy Wood, NHDES-WWEB

Enc.



- Town of Exeter/SSD
- NPDES # 0100871
- SSD flow (Q) was
- complete flow not a
- downstream flow
- May 2-4-13
- 120 to 180 gallons possible maximum

#9 Award St
 2/1/13 SSD
 2 to 3 gallons
 to 3 gallons

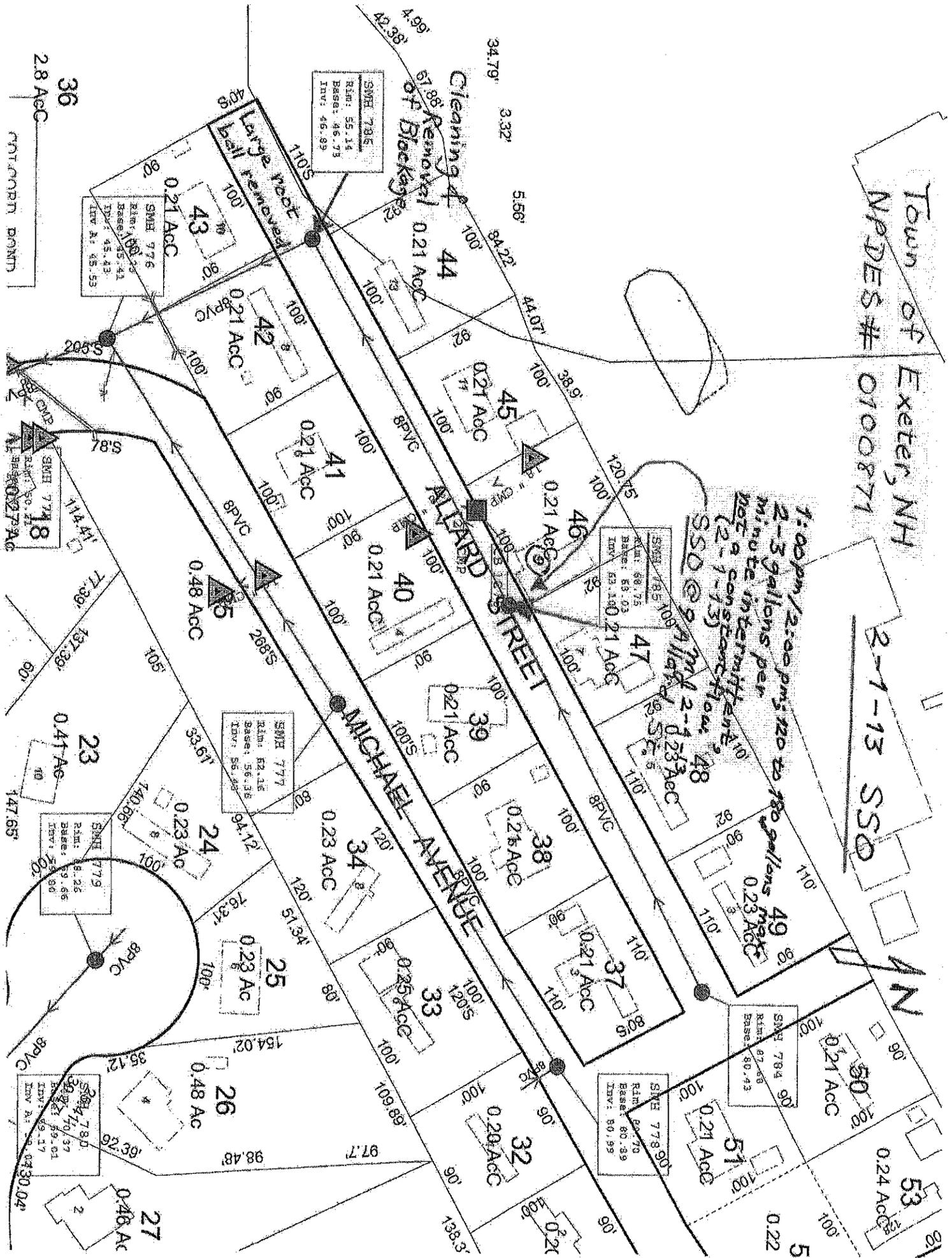
Little River
 Sewer begins

Little River
 N

Town of Exeter, NH
NPDES # 0100871

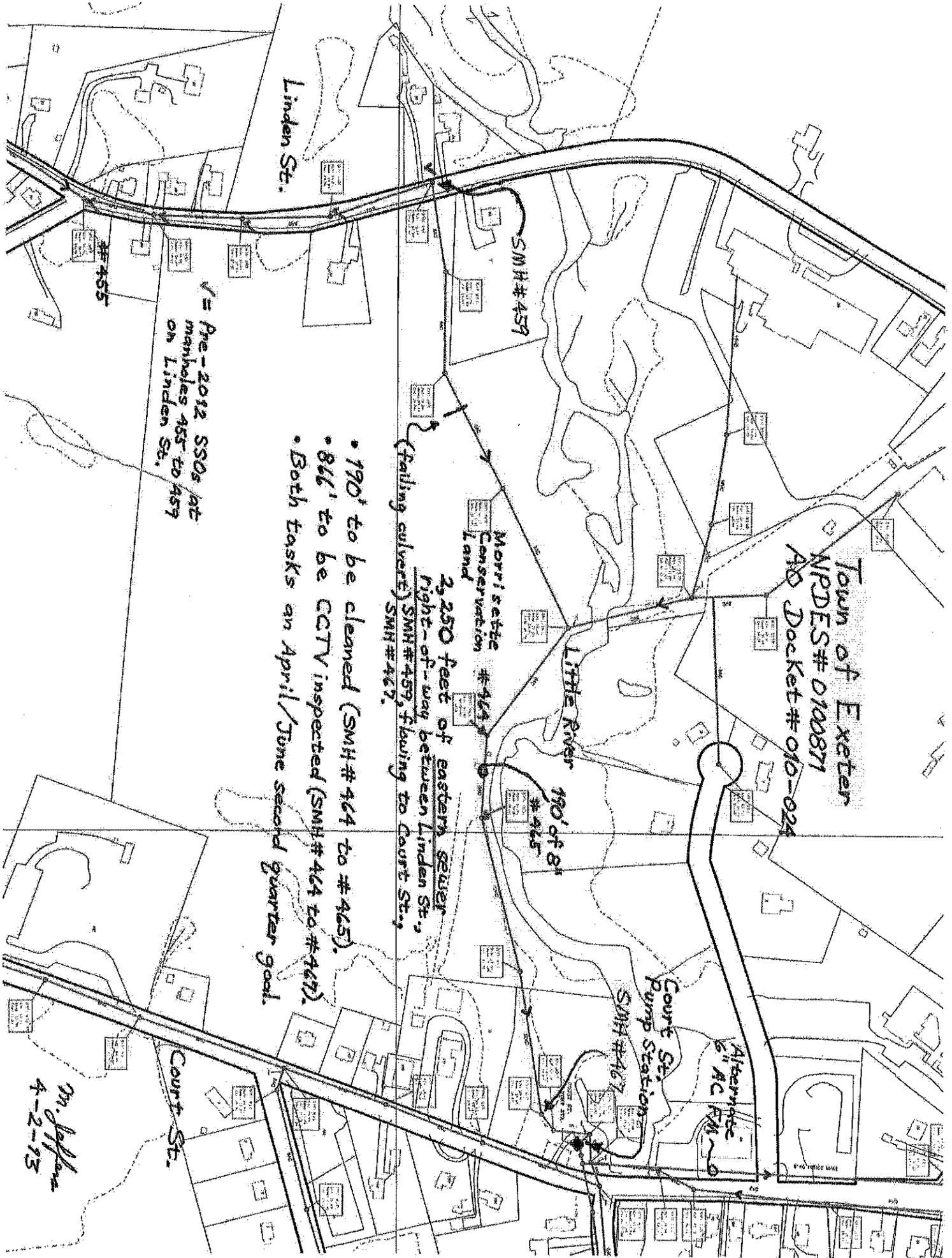
2-1-13 SSD

AN



Town of Exeter; NPDES# 0100871 & AO# 010-871 Five Year Cycle Jet Clean, CCTV Inspection
 & Pipe Condition Rating CMOM Activities for 2013
 (First Quarter: 1-1-13/3-31-13)

Street Name:	SMH #	To	SMH #	Footage	Rate
Carrol Street	608		607	294	2
	607		606	300	2
Union Street	663		664	440	4
	664		665	368	4
Arbor Street	660		661	400	4
				<u>1,802</u>	



Town of Exeter
 NPDES # 0100871
 AD Docket # 010-024

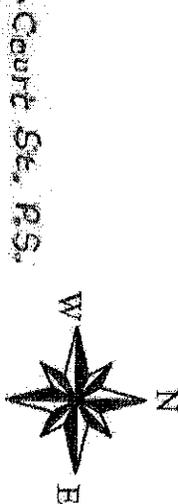
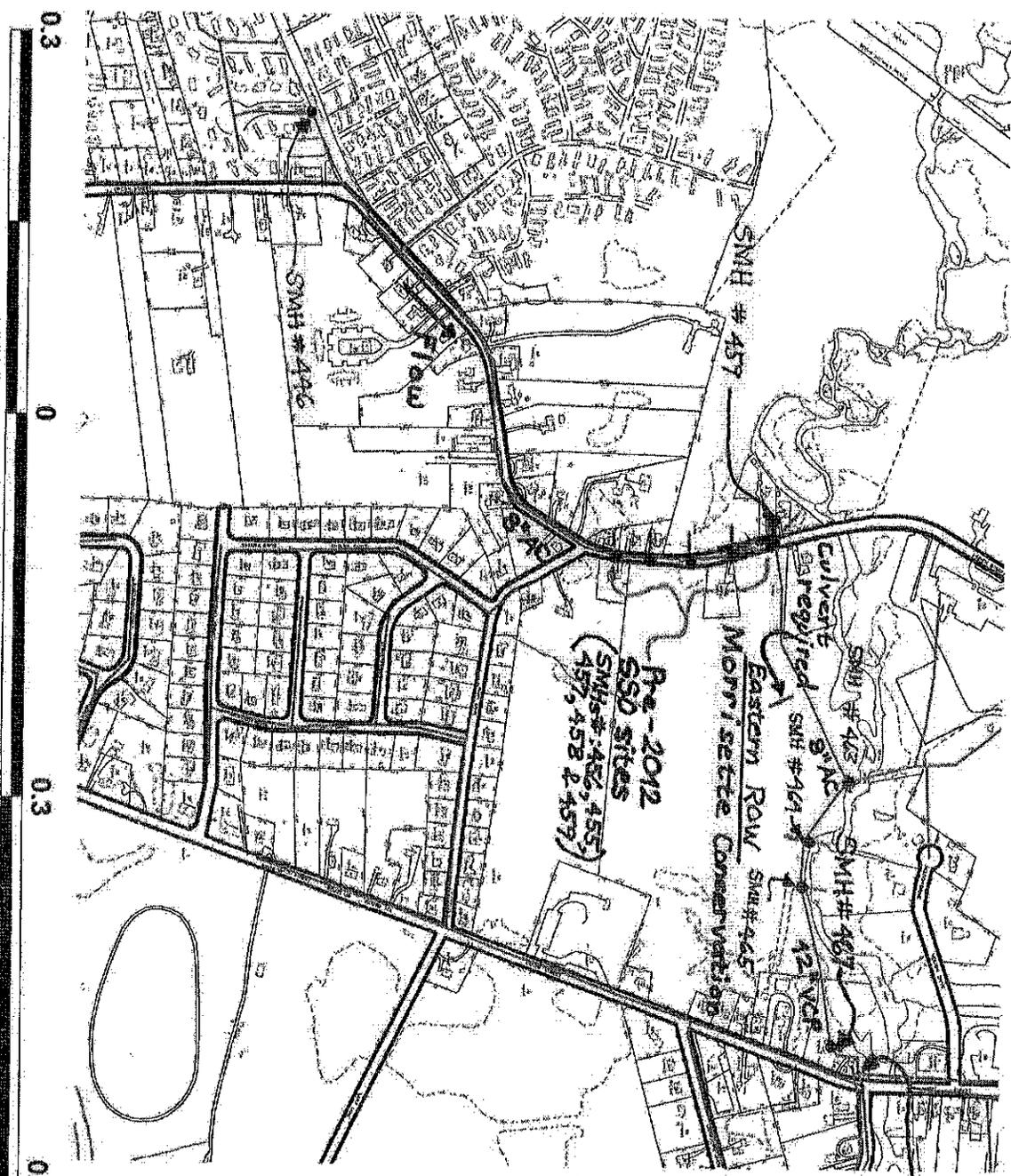
2,250 feet of eastern sewer
 right-of-way between Linden St.,
 (falling culvert) SMH #459, flowing to Court St.,
 SMH #467.

- 190' to be cleaned (SMH #464 to #465).
- 866' to be CCTV inspected (SMH #464 to #467).
- Both tasks an April/June second quarter goal.

Pre-2012 SSOs at
 manholes 455 to 459
 on Linden St.

M. J. J. J.
 4-2-13

Exeter, NH - Linden Street Sewer & ROW



Notes:

- * Entire Linden St. sewer & cross-country ROW = 4,810' (SMH #446 to SMH #427)
- * SMH #464 to SMH #465 was not cleaned due to lack of access through forested Morrissette Conservation land, ~190'
- * SMH #464 to SMH #467 was not CCTV inspected due to lack of access (forested Morrissette Conservation land) ~ 866'
- * 3' of sand & gravel cleaned from SMH #463 to SMH #464 and SMH #465 to SMH #467, ~171'. This cleaning, and pending missed ~190' will reduce the probability of SSDs. The manufactured home parks, upstream of SMH #446, must install back-up generators to avoid large sudden flows (slugs) which increase the probability of SSDs when power is restored.
- * Exeter River MHP (~392 lots) has 7 pump stations. One P.S. (Hilton Ave.) had wetwell penetration allowing adjacent wetlands to infiltrate.
- * Exeter River Landing MHP (~250 lots) requires generator for one of two Pump Stations.

Sewer Televis: 2013- A.O 5 Year Plan Town of Exeter, NPDES# 0100871 & AO #010-024

First Quarter, 2013 (1-1-13 / 3-31-13)

Street Name:	SMH #	To	SMH #	Footage	Rate
Carrol Street	608		607	294	2
	607		606	300	2
Union Street	663		664	440	4
	664		665	368	4
Arbor Street	660		661	400	4

1,802 LF

Wastewater: The spent water of a community. Any combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants, governmental facilities, and institutions, whether treated or untreated that is contributed to the POTW.

Wastewater Treatment Facility: That portion of the POTW that is used to provide treatment of sanitary sewage and industrial wastewater.

1501 Use of Public Sewers Required

Pursuant to the provisions of RSA 147:8, and 147:11, and any other authority thereto enabling, the owner of any improved property benefited, improved, served or accommodated by any sewer, or to which any sewer is available, shall connect such improved property thereto in such manner as the Town may require, within ninety (90) days after notice to such owner from the Town to make such connection, for the purpose of discharge of all sanitary sewage and industrial wastewater from such improved property into the POTW, subject to such limitations and restrictions as shall be established herein or otherwise shall be established by the Town from time to time. Each such owner shall, within the same time limit, cease and desist from all further discharge of sanitary sewage and/or industrial wastes into any other conduit or pre-existing system whether privately or publicly owned.

- 1501.1. All sanitary sewage and industrial wastewater from any improved property, after connection of such improved property to the POTW as required under Section 1501, shall be conducted into a sanitary sewer, subject to such limitations and restrictions as shall be established by these regulations or otherwise shall be established by the Town, from time to time.
- 1501.2. No person shall place or deposit, or permit to be placed or deposited, upon public or private property within the Town of Exeter, any sanitary sewage or industrial wastewater in violation of Section 1501.
- 1501.3. No person shall discharge or permit to be discharged to any natural outlet within the Town, any sanitary sewage, industrial wastewater, and/or pollutant in violation of Section 1501, except where suitable treatment has been provided which is satisfactory to the Town, and the NHDES.
- 1501.4. No privy vault, cesspool, sinkhole, septic tank or similar receptacle shall be used and maintained at any time upon any improved property which has been connected to the POTW or which shall be required under Section 1501 to be connected to the POTW. The use of portable chemical toilets is allowed at construction sites and for other temporary purposes provided the wastes are properly disposed off site.
- 1501.5. No privy vault, cesspool, sinkhole, septic tank or similar receptacle at any time shall be connected to the POTW.
- 1501.6. No person shall discharge into any public sewer of the Town, or into any fixture that thereafter discharges into any public sewer, any waste or substance until all applicable approvals and permits have been obtained.
- 1501.7. Except as specifically designated by the Town with reference to some particular sewer, sanitary sewers shall be used only for the conveyance and disposal of sanitary sewage, and for industrial wastewaters that are not objectionable as hereinafter provided. No sanitary sewer shall be used to receive and convey or dispose of any storm or surface water, subsoil drainage, or unpolluted water. No industrial wastewater shall be directed to a sewer that is not connected to the POTW.

- 1501.8. No person shall make connection of roof downspouts, foundation drains, areaway drains, or other surface runoff, ground water or unpolluted water to a building sewer or building drain which in turn is connected directly or indirectly to a public sanitary sewer unless such connection is approved by the Town for purposes of disposal of polluted surface drainage.

Stormwater and all other unpolluted drainage shall be discharged to storm sewers, if available, or to a natural outlet approved by the Town. Unpolluted industrial cooling water or unpolluted process waters may be discharged, on approval of the Town, the NHDES and EPA to a storm sewer, if available, or an approved natural outlet.

- 1501.9. If the intended or designated use of any particular sewer or drain and allowable discharge thereto is unclear, the Director will consider the pertinent facts and make a determination. This determination shall be final and binding.

1502 Sewer Connection Permits and Fees

- 1502.1. No person shall uncover, repair, connect, make any opening into or use, alter or disturb in any manner any Sewer or any part of the POTW without first executing an "Application for Sewer Service Work" from the Public Works Department and paying all applicable fees.

All work must be performed and completed in accordance with all applicable regulations by persons who are: 1) certified and employed by firms that hold a valid "Utility Pipe Installers" license, or 2) with special permission of the Public Works Director; a residential building owner doing work for themselves, at their residence. Utility pipe installers shall maintain minimum insurance coverage in accordance with Selectmen's Policy 96-05.

- 1502.2. There shall be charges in all areas of the Town for a sewer tie-in or connection permit for single and multi-residential living units; for commercial establishments; and for establishments producing industrial wastes. Application for a permit must be made at the office of the Water and Sewer Billing during its normal working hours. A permit fee shall be paid for a single residential and commercial service and higher permit fee shall be paid for multi-dwelling or industrial service. These fees will be charged in accordance with a Schedule of Charges for Sewer Service which the Town may adopt from time to time.
- 1502.3. A permit fee shall be paid for each sewer service connection permit in those instances where the Town has already installed the building sewer to the street line. This charge will be charged in accordance with a Schedule of Charges for Sewer Service which the Town may adopt from time to time. In all other cases, the full cost of the connection shall be borne by the applicant.

Permits will be issued only to qualified utility pipe installers licensed to lay pipes in the Town, and homeowners qualified under section 1502.1. Permits are not transferable.

Permits will not be issued until the applicant has filed a layout plan showing the location of existing service connection, house location and route of sewer service, and said layout has been approved by the Town.

Permits shall be subject to revocation when any of the rules and regulations contained herein are not being followed.

plastics, wood, whole blood, paunch manure, hair and fleshings, entrails, and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders;

- E. Pollutants, including oxygen-demanding pollutants (e.g., BOD, COD), or chlorine demand requirements released in a discharge at a flow rate and/or pollutant concentration that, either singly or by interaction with other pollutants, will cause interference with the POTW, constitute a hazard to humans or animals, create a public nuisance, or cause pass through;
- F. Wastewater containing such concentrations or quantities of pollutants that its introduction to the POTW could cause a treatment process upset and subsequent loss of treatment ability;
- G. Wastewater having a temperature greater than 150°F (65°C), or that will inhibit biological activity in the wastewater treatment facility resulting in interference, but in no case wastewater that causes the temperature at the introduction into the wastewater treatment facility to exceed 104°F (40°C);
- H. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause interference or pass through;
- I. Any pollutants that result in the presence of toxic gases, vapors or fumes within the POTW in a quantity that may cause worker health and safety problems;
- J. Any trucked or hauled pollutants, except at discharge points designated by the Director;
- K. Any medical/infectious waste, pharmaceutical waste, or radiological waste except as specifically authorized in an IDP;
- L. Wastewater causing, alone or in conjunction with other sources, the wastewater treatment facility's effluent or biosolids to fail a toxicity test; and
- M. Any hazardous waste listed or designated by the NHDES under Env-Hw 400.

1507.3. Additional Prohibitions. No person shall discharge or cause to be discharged the following described substances, materials, waters, or wastes unless specifically authorized by the Director in an IDP:

- A. Wastewater that imparts color that cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment facility's effluent, thereby violating the Town's NPDES permit;
- B. Noxious or malodorous liquids, gases, solids, or other wastewater that, either singly or by interaction with other wastes, could be sufficient to create a public nuisance, objectionable odors, or a hazard to life, or to prevent entry into the public sewers for maintenance or repair;
- C. Stormwater, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, noncontact cooling water, or otherwise unpoluted wastewater;
- D. Sludges, screenings, or other residues from the pretreatment of industrial wastes;



April 8, 2013

PN: 39743921

Mr. John F. Liptak, M.Ed., P.G.
Hazardous Waste Remediation Bureau
New Hampshire Department of Environmental Services
29 Hazen Drive, P.O. Box 95
Concord, New Hampshire 03302-0095

**RE: Proposed Schedule for Remedial Action Plan
Exeter Sportsman's Club
Waterworks Pond Road
Exeter, New Hampshire
DES Site #200212050, DES Project #12496**

Dear Mr. Liptak:

In reference to the property listed above, URS Corporation (URS) was retained by the Town of Exeter to respond to the New Hampshire Department of Environmental Services (DES or Department) letter Request for Remedial Action Plan dated March 7, 2013. In this letter, DES requests seven specific actions are to be completed with the intent of finalizing a Remedial Action Plan (RAP) for the site. Each of the DES requested actions is restated below and followed by our response and proposed schedule.

DES Requested Actions

1. **DES Request:** *In the Department's letter dated February 8, 2007, a request was made to perform additional site characterization. Specifically, no data has been collected in the area east of the intermittent stream from approximately grid line C to grid line U and south starting at grid line 2. The Department feels there is some uncertainty on the potential extent of contamination depending on past skeet range configurations. This area of the Site should be investigated.*

URS Response: URS proposes to complete additional site investigations to cover the areas of the Site specifically described by DES as areas of concern. These investigations are scheduled to occur in May 2013. Note that some areas of concern are located on the adjacent property and will require approval from the land owner before investigations can proceed. Should delays arise from coordinating with the land owner, URS will proceed with investigating the areas located on the Town's property and will revise the schedule to investigate the adjacent property at a later time.

2. **DES Request:** *It has come to the Department's attention that the non-forested area of the former skeet range may have buried broken clay targets. Lead shot may be mixed in with this material. The area of the Site should be investigated.*

URS Response: URS will assess a portion of the former skeet range for the potential presence of lead shot during the additional site investigation work scheduled to occur in May 2013. Based on a review of the CDM data, eight locations in and along the edge of the clearing (former trap range) were sampled from 0 to 3", 3" to 9" and 9" to 15". Results of the



analyses indicate that out of 27 samples, only one sample exceeded 400 mg/kg for lead. As such URS proposes to conduct additional sampling in the immediate vicinity of this location.

3. **DES Request:** *Please provide the Department with a scope of work to address the additional areas of concern as described in items 1 and 2 above.*

URS Response: URS will provide DES with a detailed scope of work for items 1 and 2 by April 15, 2013.

4. **DES Request:** *As noted in reports previously provided by your consultant and listed above, large amounts of lead shot exist at the Site in the area of the former skeet range lead shot fall zone, in the seasonal stream that is located within the former skeet shot fall zone and the abutter's property to the east of the Site. Accordingly, the Department believes that there is sufficient data to support the development of a RAP once the additional data is collected as described in items 1 and 2 above.*

URS Response: URS agrees with the Department's statement above. Following the completion of the May 2013 site investigation, URS will begin the development of the RAP. A draft of the RAP will be available for review by the Town of Exeter in August 2013. Through coordination with the Town, a finalized version of the RAP will be submitted to DES in September 2013.

5. **DES Request:** *The RAP must present an evaluation of potential alternatives to remove, treat or contain the contaminated area of the Site. The overall remedial goals of the RAP must meet the requirements of ENV-Or 606.10, Remedial Action Plan and be protective of human health and the environment. At a minimum, the selected remedy must eliminate or mitigate all significant threats to public health and/or the environment presented by the lead shot and clay pigeons disposed of at the Site. The remedial goals for this Site must:*

- a. *Eliminate, to the extent practicable, the direct contact human exposure pathway to the contaminants present in the Site soils.*
- b. *Eliminate, to the extent practicable, the exposure to benthic organisms that may be present in the intermittent stream and other forms of wildlife to the lead shot in that stream.*
- c. *Eliminate, to the extent practicable, the direct contact human exposure pathway to the contaminants present in the abutter's soils to the east of the Site.*

URS Response: Potential remedial alternatives will be evaluated in the RAP against the remedial goals for the Site, as stated above. A draft of the RAP will be available for review by the Town of Exeter in August 2013. URS and the Town of Exeter will select a remedial alternative that can achieve the remedial goals and a finalized version of the RAP will be submitted to DES in September 2013.

6. **DES Request:** *The Department recommends that access to the areas of contamination be limited and that the area not be redeveloped until the RAP is completed to ensure the redevelopment/reuse of the Site is consistent with the selected remedial alternative. Continued use of the rifle and pistol ranges is acceptable.*

URS Response: During the May 2013 investigation, URS will post signs indicating that access to the former skeet range and the skeet range fallout zone is prohibited. This information will also be communicated to the Exeter Sportsman's Club to pass onto to their members. If necessary, the Town may also add temporary fencing to block access to the former skeet range and the wooded path at the end of the range which to the primary



access point to the skeet range fallout zone in the woods. Note that this posting will be limited to the Town's property, as we do not have permission or authority to restrict the adjacent land owner from accessing their property.

7. **DES Request:** Provide a schedule to complete the requested actions by April 8, 2013. The schedule should also lay out your next steps to get to a point where a RAP has been developed and an alternative selected to remedy the lead shot contamination at the Site.

URS Response: See schedule as outlined in the table below:

Exeter Sportsman's Club Remedial Action Plan Schedule

Action Item	Schedule for Completion
Submittal of Scope of Work to DES for investigation of former skeet range and skeet range fallout zone	April 15, 2013
Investigation of remaining areas of concern in skeet range fallout zone	May 2013
Investigation of former skeet range	May 2013
Development of RAP	August 2013
Selection of Remedy and submittal of RAP to DES	September 2013
Town of Exeter budgets funds to implement the remedy	December 2013 to March 2014
Implement remedy in accordance with RAP	May 2014

If you have any questions or require additional information, please contact either of the undersigned at 603-893-0616.

Sincerely,
URS Corporation

Gary Garfield, PE LSP
Principal Engineer

Tina Merritt
Project Manager

Memo

To: Russ Dean, Town Manager
From: Brian Comeau, Fire Chief
CC: Board of Selectmen
Date: 4/12/2013
Re: EMPG Grant Award

The Exeter Fire Department has been awarded an EMPG Grant from the State of New Hampshire for \$13,995.

This grant will be used to upgrade the department's base station radios. Currently the department's radios do not meet the new FCC standards.

I would ask the board to except and sign the grant award so that it can move on to the next step. This grant is contingent upon approval by the Governor and Council.

Committee	First Name	Last Name	Address	Address 1	Ending Term	Committee Term	Received
Cable TV Advisory Committee	Nancy	Belanger	2 Phinney Lane	Exeter, NH 03833	4/30/2013	3 years	
Conservation Commission	Peter	Richardson	10 White Oak Drive Z113	Exeter, NH 03833	4/30/2013	3 years	x
Conservation Commission	Kevin	Keaveney	14 Exeter Farms Road	Exeter, NH 03833	4/30/2013	3 years	
Conservation Commission	Alyson	Eberhardt	11 Kossuth Street	Exeter, NH 03833	4/30/2013	3 years	x
Conservation Commission	Robert	Field	7 Sandstone Way	Exeter, NH 03833	4/30/2013	3 years	x
Conservation Commission	Jason	Gregoire	13 Rinny Lane	Exeter, NH 03833	4/30/2013	3 years	
Council On Aging	Diane	Kollmorgen	70 Front Street	Exeter, NH 03833	4/30/2013	3 years	x
Exeter Arts Committee	Karen	Noonan	28 South Street	Exeter, NH 03833	4/30/2013	3 years	x
Exeter Economic Development Commission	Len	Benjamin	8 Windemere Lane	Exeter, NH 03833	4/30/2013	3 years	x
Exeter Economic Development Commission	Barry	Sandberg	5C Stonewall Way	Exeter, NH 03833	4/30/2013	3 years	
Exeter Economic Development Commission	Cynthia	Tokos	156 Front Street Tower #42	Exeter, NH 03833	4/30/2013	3 years	
Exeter Housing Authority	George	St. Amour	4 Stoney Brook Lane	Exeter, NH 03833	4/30/2013	5 years	
Exeter River Study Committee	Peter	Richardson	10 White Oak Drive Z113	Exeter, NH 03833	4/30/2013	3 years	x
Exeter River Study Committee	Frank	Patterson	18 Juniper Ridge road	Exeter, NH 03833	4/30/2013	3 years	x
Heritage Commission	Peter	Smith	121 High Street	Exeter, NH 03833	4/30/2013	3 years	
Historic District Commission	Wendy	Bergeron	30 Pine Meadows Dr	Exeter, NH 03833	4/30/2013	3 years	
Historic District Commission	Nicole	Marineau	9 Columbus Avenue	Exeter, NH 03833	4/30/2013	3 years	
Historic District Commission	Fred	Kollmorgen	70 Front Street	Exeter, NH 03833	4/30/2013	3 years	x
Planning Board	Kenneth	Knowles	8 School Street	Exeter, NH 03833	4/30/2013	3 years	
Planning Board	Gwen	English	44 Brentwood Road	Exeter, NH 03833	4/30/2013	3 years	x
Planning Board	Langdon	Plummer	7 Gary Lane	Exeter, NH 03833	4/30/2013	3 years	x
Planning Board	Kelly	Bergeron	5 Columbus Avenue	Exeter, NH 03833	4/30/2013	3 years	x
Planning Board	Jeff	Dube	24 String Bridge, Apt W1	Exeter, NH 03833	4/30/2013	3 years	
Rockingham Planning Commission	Langdon	Plumer	7 Gary Lane	Exeter, NH 03833	4/30/2013	3 years	x
Zoning Board of Adjustment	Hank	Quinn	8 Crawford Avenue	Exeter, NH 03833	4/30/2013	3 years	
Water and Sewer Advisory Committee	Paul	Scafidi	26 Lady Hill Ave	Exeter, NH 03833	4/30/2013	3 years	
Water and Sewer Advisory Committee	Jim	Tanis	21 Elliot Street	Exeter, NH 03833	4/30/2013	3 years	

**TOWN OF EXETER
PLANNING DEPARTMENT MEMORANDUM**

Date: April 11, 2013
To: Russ Dean, Town Manager, and Exeter Board of Selectmen
From: Kristen Murphy, Natural Resource Planner
Subject: Amendment to Southeast Land Trusts Webb Parcel

Overview:

The Town of Exeter holds Executory Interest in the Webb Parcel, a 454 acre property consisting of 2 parcels near Beech Hill and Cubie Roads (see attached map). Parcel 1 contains an existing snowmobile trail that has been actively used since 1974. The conservation easement holders Southeast Land Trust are looking to amend the conservation easement. This amendment will address an error in current easement that prohibits snowmobile use. Amending the conservation easement will require the executory interest agreement signed by the Exeter Board of Selectmen to also be modified.

Background:

The property was originally purchased by The Nature Conservancy in 2003 and transferred to the Southeast Land Trust. During preparation of the Conservation Easement an error was made regarding snowmobile use on the property. It was believed that the existing trail ran along a public road and not through the property and therefore the easement language was finalized prohibiting the use of snowmobiles. It was later discovered that the trail did in fact pass through the property. Once this was discovered, an interim consent allowing snowmobile use was signed until which time the easement could be amended.

In order to correct the oversight, Southeast Land Trust is confirming that all involved parties are in support of the amendment which will allow snowmobile use on the existing trail. If support is obtained they will work on developing an amendment to the original easement. They provided the Conservation Commission with the background information (also attached) and the topic was discussed during the April 9th Conservation Commission meeting.

Recommendation:

After reviewing the material the Conservation Commission voted to recommend that the Board of Selectmen support the amendment request to allow snowmobile use along the existing trail as depicted on Parcel 1 in attached maps. I have included in this packet a draft letter to the Southeast Land Trust for your convenience.



TOWN OF EXETER, NEW HAMPSHIRE

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

www.town.exeter.nh.us

April 15, 2013

Deborah Goard
Southeast Land Trust
12 Center Street
Exeter, New Hampshire 03833

Dear Ms. Goard:

The Exeter Board of Selectmen have been presented with your request to amend the Conservation Easement and Executory Interest Agreement for the Webb Property to allow snowmobile use on the existing trails.

The Board recognizes that the prohibition of snowmobile use was erroneously included in the conservation documents. We are in support of moving forward through the amendment process to allow snowmobile use on the existing trail as indicated in the maps provided on April 1, 2013.

Please coordinate with the Town Manager, Russell Dean through the revision process.

Sincerely,

Town of Exeter
Board of Selectmen

Don Clement, Chairman

Julie Gilman

Dan Chartrand, Vice-Chairman

Frank Ferraro

Matthew Quandt

To: Kristen Murphy, Natural Resource Planner, town of Exeter
From: Deborah Goard, Easement Stewardship Manager, Southeast Land Trust of NH
Date: April 1, 2013
RE: Amendment to the TNC (Webb) Easement off Cubie and Beech Hill Roads on which the town of Exeter holds an Executory Interest

On October 28th, 2009, the New Hampshire Fish & Game Department submitted a formal request to the Southeast Land Trust of New Hampshire regarding the conservation easement on the former Webb Property in Exeter. They requested:

1. Temporary consent under Section 8 of the conservation easement for "the use of snowmobiles on Parcel 1 of the property, from December 15, 2009 to April 1, 2010 and with adequate snow cover as determined by the Bureau of Trails".
2. Amending the conservation easement to allow snowmobiling on the existing trail on parcel 1.

At the time, due to time constraints on Land Trust staff as well as the need to immediately address the use of Discretionary Consent, only the first was considered and brought before the Land Trust's Land Protection and Stewardship Committee for a vote. This was approved by both the committee and the Board of Directors. Most recently, Discretionary Consent was approved by the Board for the 2012/2013 snowmobile season.

At this time, the Land Trust is actively working on the requested amendment to the original easement to allow snowmobiling to occur on the Property only on the historic snowmobile trail, the location of which is shown on the attached map.

Background

This 454 acre property was bought by the Nature Conservancy in 2003 using funding through the Great Bay Resource Protection Partnership (GBRPP). TNC conveyed an easement to the Southeast Land Trust (then known as the Rockingham Land Trust) in January of 2004 and then immediately thereafter conveyed the land to NH Fish & Game. The property consists of two parcels. Parcel 1 is 72 acres. Parcel 2 is 382 acres (See maps enclosed).

As per GBRPP policy, properties funded through GBRPP are intended to have no use of motorized vehicles, including snowmobiles, on the property, *unless a pre-existing trail corridor is on the property*. Therefore, the conservation easement was drafted to specifically forbid snowmobile use. The relevant section (section 2.L.) of the conservation easement states:

"There shall be no permission granted for 1) riding or use of snowmobiles; 2) riding or use horses or bicycles; or 3) operation of motorized all terrain vehicles or other off highway recreational vehicles, as defined in RS 215-A:1 as of the date of execution of this Easement and attached hereto as Appendix B or such successor definition as may be mutually agreed to by the Grantor and the Grantee, and except as provided in Section 4.E. below".

However, initial drafts of the conservation easement anticipated that there was an existing trail on the property, and were drafted to allow such use to continue. Indeed, the easement language approved by the NH Attorney General (on behalf of NH Fish and Game, as the future owner) on 9/22/2003 stated the following: "There shall be no permission granted for 1) riding or use of snowmobiles, except on trails established prior to the execution of this Easement, such trails shown on a sketch of same date herewith on file with the Grantor and Grantee..." The language allowing existing trails to be used was removed after this approval and was included in the final, signed easement deed.

The reference to existing trails was removed by NH Fish & Game staff after determining that the trail likely ran along a public road, and not through the Property. The confusion is not surprising, given the poor quality state snowmobile maps depicting official state-designated snowmobile trails (versus user created or local trails). NG Fish & Game's opinion and our review of the correspondence and draft easements indicates that at the time of the easement all parties believed there was no designated snowmobile trail on the Webb property. Therefore at the time of the easement conveyance, the easement contained language that did not allow for continued snowmobile use.

A snowmobile trail on Parcel 1 of the Property is maintained by the Exeter Snow Hounds Snowmobile Club, who has maintained the trail since about 1974. The club's grooming machine is located off a spur from the trail (see map) and cannot be relocated. Without permission to operate the groomer across the property and the snowmobile trail, the club is unable to groom its trail system for the snowmobile season.

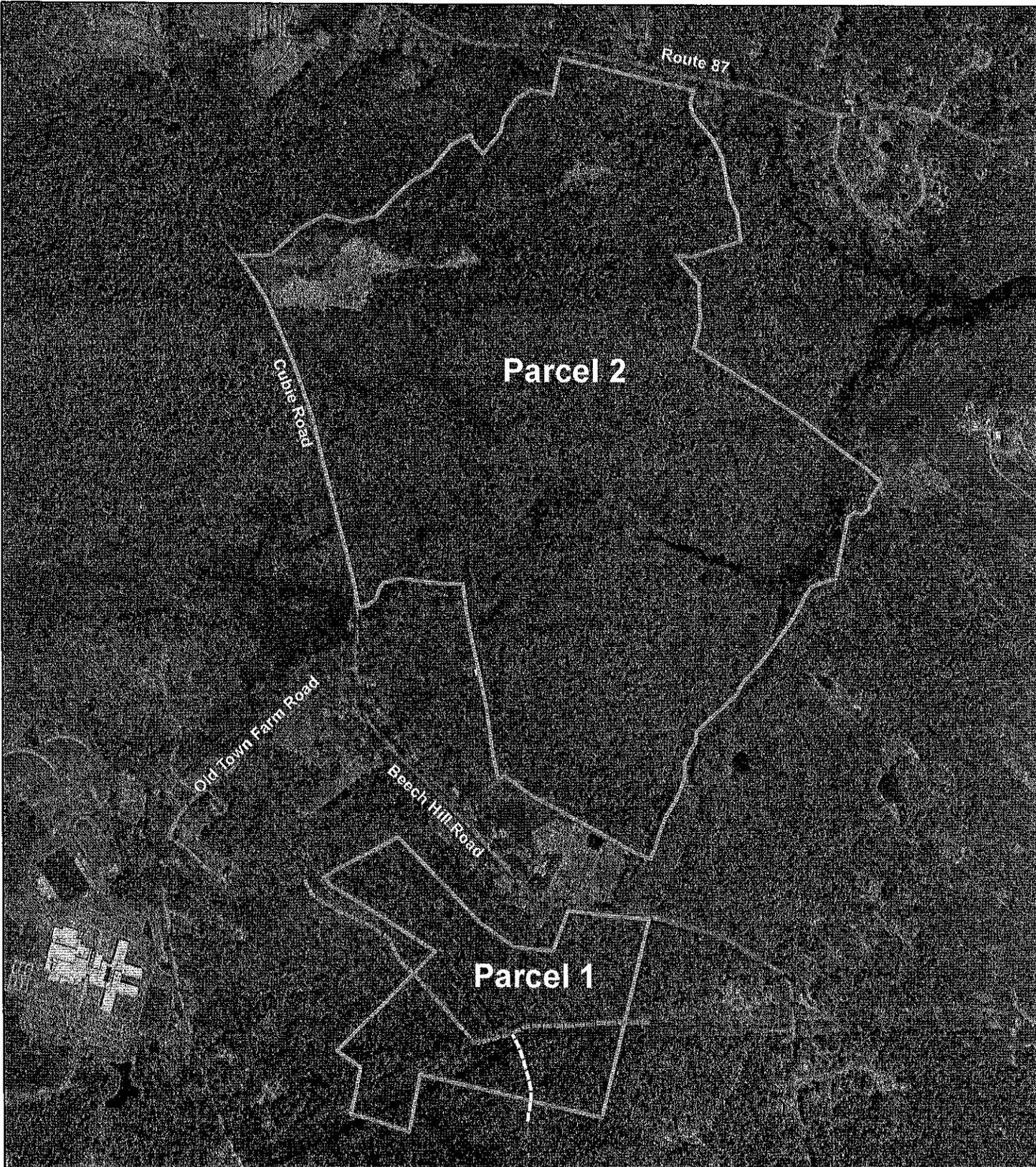
Next Steps

After Land Trust staff reviewed our Amendment Policy and found that all criteria for an Amendment were met, the Land Protection & Stewardship Committee voted to move forward with the Amendment at its meeting on March 6th, 2013. Further, The Nature Conservancy has endorsed this solution and concurs that the amendment is consistent with what would have been allowed, had the on-the-ground situation been correctly understood at the time. The Great Bay Resource Protection Partnership has been contacted as well and while we are awaiting their formal response, we are confident they will also endorse this solution.

Therefore, we are looking for consent from the town of Exeter as the Executory Interest of the conservation easement. After we receive consent to move forward from the Town, the Land Trust will work with the appropriate people from the NH Fish & Game and the town of Exeter to draft the Amendment. The Amendment will simply allow snowmobiling to occur on the trails depicted on the attached maps.

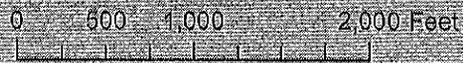
Once the Amendment is drafted it will be sent off for an opinion from legal counsel and then to the New Hampshire Attorney General, Charitable Trusts Division for their review and approval. Once approved by the state of New Hampshire, the Amendment will be presented to the Land Trust's Board of Directors for a final decision. Once approved by the Board, it will be executed by the Board, NH Fish & Game and

the town of Exeter and will be recorded at the Rockingham County Registry of Deeds. This process will take three to six months, depending on the responsiveness of the State.



Legend

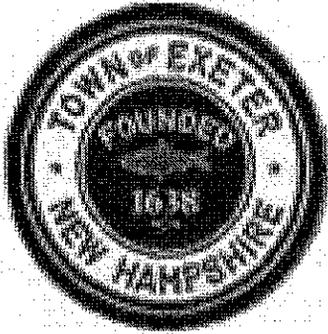
- Easement Boundary
- - - Groomer Trail
- Snowmobile Trail



**The Nature Conservancy
Exeter & Newfields**

Map created by
Southeast Land Trust
February 2013





Town of Exeter

Agenda

April 12, 2013

9:30 AM – 12:00 PM

1. Introductions
2. 2012 Goals Review
 - a. Identify one goal that was successful with accomplishing
 - b. Identify one goal that was not completely successful
3. Individual Members: Top 2-3 Priorities for next 2-3 years
4. 2013 Goals and Beyond – Timelines
 - a. 12 months
 - b. 3 years
 - c. 5 years
5. Potential Goal Areas
 - a. Facilities and Infrastructure
 - b. Water
 - c. Wastewater

- d. 2014 Budget
- e. Communications and Technology
- f. Town Event/Organizations
- g. Development
- h. Housing
- i. Transportation
- j. Growth
- k. Recreation, trails, parks and open space
- l. Natural Resources
- m. Economic Development
- n. Other

List for Selectmen's meeting April 15, 2013

Timber Tax

Map/Lot	Location	Amount Due
47/7	Epping Road	504.34

Abatements

Map/Lot	Location	Refund
94/24	131 Court St	4,220.85

Elderly Exemption

Map/Lot	Location	Exemption			
63/107	43 Epping Road	Denial	95/64/268	34 Alder St	236,251
63/62	51 Columbus Ave	236,251	104/79/525	525 Exeter River Landing	152,251
32/29	11 Beech Hill Rd	183,751	93/9	46 Drinkwater Rd	183,751
32/12/9	9 Beech Hill Rd MH PK	152,251	72/108	33 South St	152,251
90/6	12 Phinney Lane	236,251	19/16/35	4D Stonewall Way	152,251
64/105/1A	1A Hayes MH PK	236,251	52/72	9 Stevens Ct	152,251
64/58	8 Woodlawn Circle	236,251	65/25	1 Douglass Way	236,251
54/4/107	50 Brookside Dr M3	236,251	55/33	6 Michael Ave	152,251
95/64/380	24 Sumac St	236,251	18/12	75 Beech Hill Road	183,751
103/13/33	33 Deep Meadows	152,251	70/84	192 High Street	152,251
104/79/510	510 Exeter River Landing	152,251	103/13/47	47 Deep Meadows	236,251
104/84	97 Linden Street	236,251	65/124/32	105 Portsmouth Ave 32	236,251
73/49/39	156 Front St #220	152,251	32/12/17	17 Beech Hill Road Lot 17	183,751
96/2/8	8 Strout's MH Park	236,251	71/30	25 Auburn st	152,251
18/5	6 Oaklands Road	152,251	70/65	182 High Street	236,251
64/105/48	48 Hayes MH PK	236,251	55/10	5 Colcord Pond Dr	152,251
63/163	4 Walnut Street	236,251	65/63	7 Haven Ln	236,251
63/197	26 Walnut Street	236,251	64/105/2	2 Hayes Mh Park	183,751
63/11	88 Main Street	158,150	80/6	12 Liberty Lane	236,251
54/4/63	50 Brookside Dr P7	152,251	104/79/229	229 Exeter River Landing	152,251
63/219	11 Oak St	236,251	95/64/179	3 Hemlock St	152,251
95/64/76	1 Wanda Lane	183,751	104/79/17	17 Exeter River Landing	183,751
87/8/C-23	40 Hampton Rd C23	152,251	103/11	4 Dow Street	152,251
52/73	7 Stevens Court	236,251	95/64/64	1 Willow Street	183,751
95/64/369	9 Sumac Street	152,251	86/20/2	2 Pine Grove Road	183,751
103/13/43	43 Deep Meadows	236,251	104/79/319	319 Exeter River Landing	236,251
109/1	74 Drinkwater Road	152,251	54/4/12	50 Brookside Dr B4	183,751
104/79/207	207 Exeter River Landing	152,251			

Veteran's Credit

<u>Map/Lot</u>	<u>Location</u>	<u>Credit</u>
61/4	58 Brentwood Road	500.00
104/79/402	402 Exeter River Landing	500.00

Disability Exemption

<u>Map/Lot</u>	<u>Location</u>	<u>Exemption</u>
65/82	8 Jady Hill Circle	125,000
104/79/135	135 Exeter River Landing	125,000
32/12/24	24 Beech Hill MH Park	125,000
64/105/43	43 Hayes Mh Pk	Denial
103/13/40	40 Deep Meadows	125,000
55/23	10 Colcord Pond Dr	125,000
95/64/302	37 Hilton Ave	125,000
63/102/59	5 Brookside Dr Unit 11	125,000
71/98/6	75 High St GA/U2	125,000
65/10	14 Douglass Way	125,000
64/105/97	97 Hayes MH Pk	125,000
32/12/4	4 Beech Hill MH Pk	125,000
73/130	187B Front Street	125,000
95/64/144	20 Morton Street	Denial
95/64/347	53 Alder Street	125,000



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: twmngn@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: Ben Dupul / Julie Selman Address: 2 Center St
Town/State/Zip: Exeter Phone: _____
Email: ben@ccm-design.com Date of Application: 4/11/13

Organization Information:

Name: HEION / EACE / 375th Address: _____
Town/State/Zip: _____ Phone: _____

Reservation Information:

Type of Event/Meeting: Holiday Events Date: 12/17 12/18 12/19
Times of Event: _____ Times needed for set-up/clean-up: _____
of tables: _____ # of chairs: _____
List materials being used for this event: _____
Will food/beverages be served? Description: TBD

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: Ben Dupul Date: 4/11/13

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: townmgr@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: Catherine Beller-McKenna Address: 8 Beech Hill Rd.
Town/State/Zip: Durham, NH 03824 Phone: (603) 969-6286
Email: kbmck@comcast.net Date of Application: 3/28/13

Organization Information:

Name: Amare Cantare Address: PO Box 742
Town/State/Zip: Durham, NH 03824 Phone: 603-664-5974

Reservation Information:

Type of Event/Meeting: Concert for Children Date: Fri. May 10, 2013
Times of Event: 6:30 Times needed for set-up/clean-up: 5:00 arrival, 7:45 depart.
of tables: 2 # of chairs: we'll just use the regular chairs that are in there - maybe 50?
List materials being used for this event: None
Will food/beverages be served? NO Description: Not sure of #

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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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: Cathy Beller-McKenna Date: 3/27/13

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) along w/ use of front sidewalk Town Hall Stage Bandstand

Signboard Requested: Poster Board Week: Plywood Board Week: 7/7-20/13

Representative Information:

Name: Dennis Raisanen Address: 8 Washington St
Town/State/Zip: EXETER NH 03833 Phone: 603-770-0667
Email: draisanen@exeter.nh.us Date of Application: 3/29/13

Organization Information:

Name: CFWC NH Address: 8 Washington St
Town/State/Zip: EXETER NH 03833 Phone: 603-770-0667

Reservation Information:

Type of Event/Meeting: Craft Fair Date: 7/20/13 7/19/13 - set up 3 hrs.
Times of Event: 9am - 3:30pm Times needed for set-up/clean-up: 7/20/13 7:30 - 4pm
of tables: — # of chairs: —

List materials being used for this event: _____
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.

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: Dennis Raisanen Date: 3/29/13

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

**ABUTTER NOTICE
BOARD OF ADJUSTMENT
PORTSMOUTH, NEW HAMPSHIRE**

NOTICE IS HEREBY GIVEN that the Board of Adjustment will hold Public Hearings on Old Business and the following applications 1) through 5) on Tuesday, April 16, 2013 at 7:00 P.M. in the School Board Conference Room* and applications 6) through 10) on Tuesday, April 23, 2013 in the Eileen Dondero Foley Council Chambers, both on the ground floor of the Municipal Complex, 1 Junkins Avenue, Portsmouth, New Hampshire: (* Meeting room change.)

THE FOLLOWING OLD BUSINESS AND PETITIONS 1) THROUGH 5) WILL BE HEARD ON APRIL 16, 2013 IN THE SCHOOL BOARD CONFERENCE ROOM

- 1) Case # 4-1
✓ Petitioner: GMR Holdings of NH LLC
Property: 163 International Drive
Assessor Plan 313, Lot 14
Zoning district: Pease Airport Business Commercial District.
Description: Install wireless communications facility.
Request: Special Exception under Section 303-A.04(c) of the Pease Development Authority Zoning Ordinance to allow installation of a 150'± high communications tower with antennas, related equipment and utilities enclosed in a 60'± x 60'± compound.
- 2) Case #4-2
Petitioner: Seacoast Trust LLP
Property: 150 Route One By-Pass
Assessor Plan: 231, Lot 58
Zoning District: Single Residence B
Description: Place 51'± x 8.5'± mobile diagnostic coach, with no advertising, in front of existing building with fencing.
Requests: 1. A Variance from Section 10.434.40 to allow a use not specifically authorized in Article 4 of the Zoning Ordinance.
2. A Variance from Section 10.331 to allow a lawful nonconforming use to be extended, enlarged or changed in manner that is not in conformity with the Zoning Ordinance.
3. A Variance from Sections 10.333 & 10.334 to allow a nonconforming use of land to be extended into any part of the remainder of a lot of land.
4. A Variance from Section 10.571 to allow an accessory building, structure or use to be located in any required front yard.
- 3) Case #4-3
Petitioners: Trustee for Renato S. Maldini Rev. Trust, owner, Mark McNally, applicant
Property: 121 Boyd Road
Assessor Plan: 174, Lot 7
Zoning District: General Business
Description: Construct a 16'± x 10'± right side dormer for access to third floor of an existing home. (continued over)

(121 Boyd Road – continued)

- Requests:
1. A Variance from Section 10.324 to allow a lawful nonconforming building to be added to or enlarged without conforming to the dimensional requirements of the district in which it is located
 2. A Variance from Section 10.521 to allow a 16'± x 10'± dormer to be constructed with a right side yard setback of 7'5"± where 10' is the minimum setback required.

4) Case #4-4

Petitioner: Tazman Investments LLC

Property: 155 Commerce Way

Assessor Plan: 216, Lot 1-10

Zoning District: Office Research

Description: Install 8' x 22' 500 kw generator and transformer on pad along southeast wall of existing building.

- Request:
1. A Variance from Section 10.531 to allow a right side yard setback of 36'± where 50' is the setback to the existing building and 75' is the minimum setback required.

5) Case #4-5

Petitioners: Sarah Parker & David Natt

Property: 76 Brackett Lane

Assessor Plan: 206, Lot 6

Zoning District: Single Residence B

Description: Replace existing deck over garage with 10'± x 12'± addition and relocate rear stairs.

- Requests:
1. A Variance from Section 10.321 to allow a lawful nonconforming building to be extended, reconstructed, enlarged or structurally altered in a manner that does not conform to the Zoning Ordinance.
 2. Variances from Section 10.521 to allow a rear yard setback of 14' 10"± for the addition over the garage and 8' 10"± for the stairs where a minimum 30' setback is required for both.

**THE FOLLOWING PETITIONS 6) THROUGH 10) WILL BE HEARD ON APRIL 23, 2013
IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS**

6) Case #4-6

Petitioner: John J. Vendola

Property: 290 Miller Avenue

Assessor Plan: 130, Lot 12

Zoning District: General Residence A

Description: Increase the ridge height of the existing garage to 20 feet and add dormers.

- Requests:
1. A Variance from Section 10.321 to allow a lawful nonconforming building to be extended, reconstructed, enlarged or structurally altered in a manner that is not in conformity with the Zoning Ordinance.
 2. A Variance from Section 10.521 & 10.570 to allow a left side yard setback of 7.85'± where 10' is the minimum required for the proposed accessory building.
 3. A Variance from Section 10.531 & 10.570 to allow a rear yard setback of 6.6 ± where 15' is the minimum required for the proposed accessory building.

(next page)

- 7) Case #4-7
 Petitioners: Kent D. Collins and Kennett Collins Jr.
 Property: 393 Cutts Avenue
 Assessor Plan: 210, Lot 4
 Zoning District: Single Residence B
 Description: Landscaping business operated out of a residential property.
 Request: 1. A Variance from Section 10.440, Use #7.40 (Trade Use) to allow a landscaping business in a district where the use is not allowed.
- 8) Case #4-8
 Petitioner: 143 Daniel Street LLC
 Property: 143 (135-143) Daniel Street
 Assessor Plan: 105, Lot 19
 Zoning District: Central Business B & Downtown Overlay District
 Description: Allow ground floor residential use and off-street parking.
 Requests: 1. A Variance from Section 10.642.1 to allow a residential principal use on the ground floor(s) of a building within the Downtown Overlay District.
 2. A Variance from Section 10.643.20 to allow accessory off-street parking facilities providing spaces for more than 2 vehicles to be located within 30' of Daniel Street.
 3. A Variance from Section 10.1114.20 to allow a parking layout with a 20.8'± wide maneuvering aisle and driveways where a 24' width is required.
- 9) Case #4-9
 Petitioner: KHP Properties
 Property: 428 Pleasant Street
 Assessor Plan: 102, Lot 55
 Zoning District: General Residence B
 Description: Demolish rear additions and construct a 2-story addition. Replace the front stairs.
 Requests: 1. A Variance from Section 10.321 to allow a lawful nonconforming building to be reconstructed in a manner that is not in conformity with the Zoning Ordinance.
 2. A Variance from Section 10.521 to allow 5'± left side yard setback where 10' is required.
 3. A Variance from Section 10.521 to allow a 3.9'± right side yard setback where 10' is required.
 4. A Variance from Section 10.521 to allow a 0'± front yard setback where 5' is required.
 5. A Variance from Section 10.521 to allow building coverage of 35.3%± where 37.3% exists and 30% is the maximum allowed.
- 10) Case #4-10
 Petitioner: Heritage Storage I LLC, owner and Jerome C. Artigliere dba Amos Wash'N Dry, applicant
 Property: 70 Heritage Avenue
 Assessor Plan: 285, Lot 11-B
 Zoning District: Industrial
 Description: Tanning booth in existing laundromat facility.

(continued over)

(70 Heritage Avenue – continued)

- Requests:
1. A Variance from Section 10.440, Use #7.20 to allow a use that is not permitted in this district.
 2. A Variance from Section 10.331 to allow a lawful nonconforming use to be extended, enlarged or changed in manner that is not in conformity with the Zoning Ordinance.

Rick Taintor, Planning Director

The final Agenda may include items under Old Business that are in addition to this Notice. Call the Planning Department at 610-7235 with questions, or check www.cityofportsmouth.com. As an abutter, you are invited to attend the meeting in person or by counsel or agent and state reasons why the above applications(s) should or should not be granted. ***If you cannot attend in person, you are encouraged to submit your comments in writing and deliver, fax (427-1593), or mail them for receipt as early as possible before the meeting so that the Board will have adequate time to give full consideration to your position. Submittals received after noon on the Friday before the meeting will be placed in folders available to Board members at the meeting.***

Members of the public and abutters should be aware that after the Board renders its decision on the night of the hearing, a later request could be made to reconsider the decision and/or appeal the decision to the Rockingham County Superior Court. An abutter/aggrieved party may file a Motion to Reconsider if they are dissatisfied with the Board's decision. To find out whether a Motion to Reconsider has been filed, contact the Planning Department thirty (30) days after the BOA decision is rendered. Thereafter, depending on the outcome of the reconsideration request, you are also invited to make inquiries at the Legal Department to determine whether an Appeal to the Superior Court has been filed.

MEMBERS OF THE PUBLIC WHO ARE HEARING IMPAIRED- If you wish to attend a meeting and need assistance, please contact the Human Resources Department at 610-7274 one week prior to the meeting.

THE EXETER SPORTSMAN'S CLUB, Inc.

P.O. Box 1936

111 Portsmouth Avenue

Exeter, New Hampshire 03833

(603) 772-7468

<http://www.exetersportsmansclub.com>



April 1, 2013

Board of Selectmen
Town of Exeter
10 Water Street
Exeter, NH 03833

Dear Sirs:

Pursuant to paragraph thirteen (13) of the existing lease agreement between the Town of Exeter and the Exeter Sportsman's Club, Inc. (ESC), ESC hereby submits a list of activities undertaken since April 1, 2012 for the general benefit of the public:

1. The annual fishing derby was held in May with the attendance exceeding two hundred (200) area youth; a record for this event.
2. A plan to erect a berm on the South side of the existing ESC shooting range was first discussed with the town planner on June 7th, 2012. The purpose of the side berm is to improve public safety; with an additional benefit of mitigating sound in the neighborhoods to the south of the range to the same degree as the north side berm has done for neighborhoods to the north. As of this writing five (5) public hearings have been held (two with the Board of Selectmen and three with the Planning Board) resulting in a conditional Planning Board approval on March 28th, 2013. The Club has expended approximately \$7,000 so far, just on the paperwork! It is unknown, as of this writing, how much the required changes have added to the overall project cost.

Final Planning Board approval is being withheld pending the approval of a Remediation Action Plan (RAP) by NHDES. ESC will be working with Town Officials on the RAP to determine the least cost solution.

3. Four new ESC member Hunter Safety Instructors were graduated from an ESC hosted NHFG training course along with an additional sixteen non-member area residents.
4. Three Hunter Safety Classes, consisting of 20 students each, were conducted.
5. Eight Range Safety Officers (RSO's) were graduated and are being deployed to continuously improve range safety.
6. Eighty-seven (87) area citizens were trained in the safe and responsible handling of their firearms.
7. ESC sponsored a Boy Scout Venture group consisting of UNH Air Force cadets providing them with firearms training by ESC, NRA certified instructors.
8. ESC RSO's supervised Boy Scout safe shooting activities for merit badges.
9. ESC NRA certified firearms instructors provided firearm safety instruction to area Boy Scout Troops.
10. ESC hosted approximately 20 Phillips Academy students who participated in the Applesseed Project to learn about our Revolutionary Era heritage and participate in rifle marksmanship clinics.
11. ESC offers free membership to all active military area citizens.
12. In an effort to continuously improve member and guest safety, ESC has installed a club-wide video surveillance system which allows RSO's and club officers to monitor the range physically or remotely.

If you have any questions or comments about any of these activities, please do not hesitate to contact me.

Regards,


B. M. (Butch) York
President

THE EXETER SPORTSMAN'S CLUB, Inc.

P.O. Box 1936

Exeter, New Hampshire 03833
Clubhouse at Waterworks Pond
(603) 772-7468

<http://www.exetersportsmansclub.com>



March 20, 2013

Exeter Sportsman's Club Membership Information

This is to certify that the following information regarding the membership of Exeter Sportsmans Club is true and correct as of this date.

Of our membership, 28%, are residents of the town of Exeter NH. This fulfills the requirement of our lease that at least 20% of members be residents of Exeter.

Of our 11 member Board of Directors, 8 are residents of the town of Exeter NH. This fulfills the requirement of our lease that at least 2 members of our Board of Directors be residents of Exeter.

Sincerely,

A handwritten signature in cursive script that reads "T P Wharton Jr".

Thomas P. Wharton Jr
Vice President, Exeter Sportsman's Club

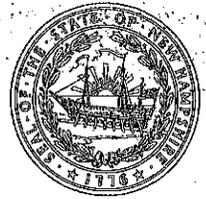
A handwritten signature in cursive script that reads "Chris L. Dezarn-O'Hare".

CHRIS L. DEZARN-O'HARE, Notary Public
My Commission Expires August 19, 2014

March 20, 2013



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

April 8, 2013

Donald Clement
5 Thelma Drive
Exeter, New Hampshire 03833

Don
Dear Mr. Clement:

I am pleased to inform you that you have been reappointed to the Exeter River Local Advisory Committee for an additional three-year term. Your term will begin on April 8, 2013 and end on April 8, 2016. We have been fortunate over the years to benefit from your willingness to serve and are grateful for the considerable investment of your time, energy, and ideas.

I think I can speak for both the Department and the local river advisory committee when I say that we look forward to your continued involvement with the committee and your enduring commitment to the river and its many resource values.

Please contact Jacquie Colburn, Lakes & Rivers Coordinator, at 271-2959 if we can provide any additional assistance to you or to the committee. The long-term success of the Rivers Program is dependent on the continued cooperative relationship of the local river advisory committee and the Department, and we stand ready to assist you in any way we can.

Sincerely,

Thomas S. Burack
Commissioner

cc: Exeter Board of Selectmen ✓
Cliff Sinnott, Executive Director, Rockingham Regional Planning Commission (via e-mail)
Jacquie Colburn, Lakes & Rivers Coordinator, DES Watershed Management (via e-mail)

*Thank you for
your continuing
service and leadership!*



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

April 8, 2013

Peter Richardson
10 White Oak Drive #113
Exeter, New Hampshire 03833

Pete
Dear Mr. Richardson:

I am pleased to inform you that you have been reappointed to the Exeter River Local Advisory Committee for an additional three-year term. Your term will begin on April 8, 2013 and end on April 8, 2016. We have been fortunate over the years to benefit from your willingness to serve and are grateful for the considerable investment of your time, energy, and ideas.

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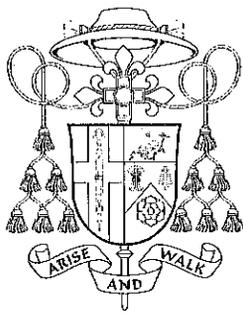
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Sincerely,

Thomas S. Burack
Commissioner

cc: Exeter Board of Selectmen ✓
Donald Clement, Chair, Exeter/Squamscott River LAC
Cliff Sinnott, Executive Director, Rockingham Regional Planning Commission (via e-mail)
Jacquie Colburn, Lakes & Rivers Coordinator, DES Watershed Management (via e-mail)

*Thank you for
continuing to
serve!*



OFFICE OF THE BISHOP
DIOCESE OF MANCHESTER

April 4, 2013

Mr. Matthew Quandt
Chair, Board of Selectmen
Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Mr. Quandt,

Please accept with my compliments the enclosed report, *IMPACT: The Catholic Church Serving New Hampshire*. This report details how the Catholic faithful in the Granite State live out their baptismal call to love and serve those in need and to contribute to the common good.

The Catholic Church in New Hampshire is the largest non-government provider of social services in our State. We established and maintain hospitals to care for the sick, nursing homes to care for the elderly and weak, clinics to assist immigrants and refugees. We established and maintain the Food Bank, food pantries, and soup kitchens throughout the State to feed the hungry. We offer counseling, adoption services, maternity care, youth programs, and assistance to the infirm and elderly. We offer shelter and clothing to the poor. We established schools and universities, places of academic excellence that cultivate in students a sense of human solidarity and concern for the common good. We serve all in need, regardless of their religious beliefs or non-beliefs. We do this because our Catholic faith requires it.

In over 90 Parishes and Missions located throughout the State of New Hampshire, we respond to Christ's call to be communities of faith, celebration, and compassionate care. Our Catholic churches have opened their doors to countless community organizations, from support groups to scout troops. Many communities use our facilities for voting locations, collection points for donated food and clothing, and as a reliable source for community volunteers. Each weekend, among our many celebrations of Mass, we worship in five different languages, and each day when we celebrate Mass, we pray for you and for all.

Our Church teaches us that it is a moral obligation to participate in public life and help to shape our society. The Catholic community brings important assets to the public dialogue about the future of our State and local communities. In addition to our rich tradition of Catholic teaching, we put our words into action and, as this report demonstrates, we bring our broad experience in serving those in need.

We hope to work with you and with other civic leaders in promoting the well-being of all, especially the poor and vulnerable. With deep gratitude for your public service, I remain

Yours in the All-Holy Trinity
And the Mother of God,

Most Reverend Peter A. Libasci
Bishop of Manchester



Exeter Selectmen <selectmen@town.exeter.nh.us>

Clean Air Cities Campaign

5 messages

Anthony Raduazo <araduazo@endangeredeearth.org>

Wed, Mar 6, 2013 at 4:11 PM

Reply-To: araduazo@endangeredeearth.org

To: mquandt@town.exeter.nh.us

Dear Mr. Matthew Quandt,

I am writing to urge Exeter to join what The Salt Lake Tribune calls "a growing movement among cities" that are part of the Center for Biological Diversity's Clean Air Cities campaign. These 47 cities have passed resolutions in support of using the Clean Air Act to curb climate change.

Superstorm Sandy's devastation, the warmest year on record, and a summer where drought blanketed four-fifths of our nation are stark reminders that climate change is here now. Although the Clean Air Act is our current best hope for clean air and a healthy climate, the Act is under attack. Cities can be powerful voices in the fight against polluters and in prompting much-needed climate action in Washington.

By passing this resolution, Exeter will join more than 47 other U.S. cities in supporting use of the Clean Air Act to make meaningful, rapid cuts in greenhouse gas pollution.

I'm attaching a sample resolution, which you can edit as needed. Cities that have already passed a Clean Air Cities resolution include Los Angeles, Chicago, Cincinnati, Milwaukee, Seattle, Pittsburgh, Nashville, Philadelphia, Miami, Detroit, Salt Lake City, Kansas City, MO, Santa Fe, and smaller cities like Boone, N.C., Gary, Indiana, Teton County, WY and many more.

It's clear that climate change is here now and is already having a profound effect on the places we live, the natural resources we depend on and the species that provide richness and variety to our country and planet. Please join us in taking big steps now to avoid the worst effects of runaway global climate change. Our webpage provides more information on this campaign.

Rose Braz, the Center's climate campaign director, is coordinating Clean Air Cities and can be reached by email at rbraz@biologicaldiversity.org or by phone at (415) 436-9682 x 319. Please let me know if you will consider moving a Clean Air Cities resolution in Exeter, New Hampshire.

Thank you for considering this request,

Anthony Raduazo

 **Sample_Clean_Air_Cities_Resolution_Feb_2013.pdf**
54K

Anthony Raduazo <araduazo@endangeredeearth.org>

Wed, Mar 6, 2013 at 4:15 PM

Reply-To: araduazo@endangeredeearth.org

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selectmen@town.exeter

Mail

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11 of 138

COMPOSE

Sportsman's Club

Inbox x AA - Donald Clement x AA - Matt Quandt x

People (7)

Inbox

Important
Sent Mail
Drafts

91-A's
AA - Donald Cle...
AA - Julie Gilman
AA - Matt Quandt
AA - Robert Aldri...
Appropriations
ARRA
BOS Distributions
meetings with...
Monthly reports
Budget 2008
Budget 2010
Budget 2011
Citizen Concerns
Compensation
Conservation

Search people...
Jennifer Perry
Sylvia von Aulock
Barbara McEvoy

murray movitz <rileymovitz@sbcglobal.net>
to dclement, dchartrand, mquandt, ferraro, jgilman

Apr 2 (7 days ago)

Dear Chairman Clement:

I wish to emphasize and add to the comment made by Len Benjamin, resident of Windemere Lane at last night's meeting:

The contamination of the site was caused by members of the sportsman's club - they should pay for any research, consultants fees, contamination removal and/or isolation costs to surrounding areas as well related incidental charges and of course the sound attenuation program finally determined by the Board.

If there is a voluntary request to assist in these costs by neighbors or concerned parties I would support that.

However, The Town should have no obligation to expend our taxes for costs caused by the Club's activities.

Please include this missive in your deliberations of this serious matter.

yours truly,

resident and gun owner, Murray Movitz

Show details

Exeter Selectmen <selectmen@town.exeter.nh.us>
to murray, Exeter, dchartrand, mquandt, ferraro, jgilman

Apr 4 (5 days ago)

Mr. Movitz,

Thank you for your comments. I have forwarded your email to the Town Manager and we will be tracking all aspects of the Remedial Action Plan process as it unfolds over the next few months.

Exeter Selectmen <selectmen@town.exeter.nh.us>

Apr 4 (5 days ago)

March 9, 2013

L13-042

Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Town Manager,

FFG Limited Liability Company purchased the property at 156 Front Street – U311 in mid-November 2012. The property ID is 73-49-51.

The second half of the tax bill had not been issued as of the closing, so it wasn't collected at the time of the closing. The bill was issued shortly after the closing and it didn't have FFG Limited Liability Company as the owner and the bill went to the previous owner. So the bill never made it to FFG Limited Liability Company to be paid.

Then the week of March 4th the enclosed statement was received. It has interest on the statement because the bill was delinquent. Since this is the first time FFG Limited Liability Company has seen the bill, I am requesting a refund of the interest?

The tax bill for the second half of 2012 is \$1390.38 and the penalty is \$43.42. Check #1006 in the amount of \$1433.80 was sent in to cover this bill on 3/9/2013 to not incur any further penalties.

Any support would be greatly appreciated.

Sincerely,



Linda Marie Wronski
Accountant
FFG Limited Liability Company
91 Portsmouth Avenue
Stratham, NH 03885
603-778-2871 X210



Meeting Date: April 8th, 2013

Committee in Attendance: Don Woodward (Chair), Julie Gilman (BOS rep), Rad Nichols (Coast), Deb Bartley (Lamprey), Carol Gulla (TASC), Sylvia von Aulock (Town Planner)

Also Jason from "the Patch"

Not Present: Deb Perou (Meals on Wheels), Mike Favreau (Taxi), Scott Bogle (RPC)

Agenda Items:

Coast Route 7 Changes: Coast rep, Rad Nichols, reviewed changes to route 7, specifically the addition of an express route for early morning hours and leaving off the last 7:00 p.m. route, which was reportedly underutilized. Rad also said that a new spot on Linden Street to Deep Meadow Variety will begin as of April 22nd. This stop will service the Linden Street Manufactured housing districts. The hope is that this addition will generate new riders, re-emphasizing the need for the service.

Rad also discussed the proposed increase in funding slated for 2014 (+\$9200) mostly due to the increase in ADA ridership and the expense associated with this service. Sylvia mentioned that the committee might want to consider proposing an addition to the registration fee to offset the increase. It was estimated that 55 cents would cover the increase. This would increase the fee from \$3.25 to \$3.80. More discussion on this issue was anticipated as the budget cycle neared July/August.

Review of First Quarter Ridership for TASC and Lamprey: (Meals on Wheels and Parks and Rec rep were not present) Both service providers have seen a drop in ridership in the past 3 months. TASC reports that the recent closing of Synergy (at Exeter Hospital) has dramatically reduced call numbers for rides. Lamprey believes that many of the riders have also switched to Meals on Wheels for their transportation needs.

Discussion on the need to get the word out to residents in Exeter about the services: There's a strong belief that folks still don't know the services exist. Some ideas were to update the web page for the Trans. Com., also for the service providers to go on "Facebook", and finally to create a mini TV taped info-mercial of sorts to air on public TV. Julie volunteered to start the discussion with the SAU on this.

Next Meeting: May 13th 4:15

State of New Hampshire

Board of Tax and Land Appeals

Michele E. LeBrun, Chair
Albert F. Shamash, Esq., Member
Theresa M. Walker, Member

Anne M. Stelmach, Clerk



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

NOTICE TO ALL TAX COLLECTORS:

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

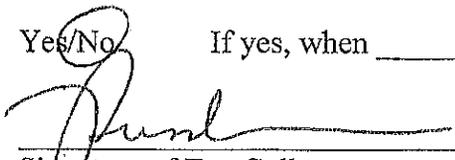
Please complete the information below indicating the date of mailing of the final tax bill covering taxes which were committed to you on the original property warrant for 2012 and return this form to the Board of Tax and Land Appeals at the above address by May 1, 2013.

MUNICIPALITY OF: EXETER FINAL TAX BILL MAILED ON: 11/15/12

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

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

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

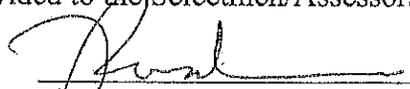


Signature of Tax Collector

CERTIFICATION

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

Date: 4/8/13



Signature of Tax Collector

Rev. 3/13