

**Exeter Board of Selectmen Meeting
Monday, April 29th, 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 15th, 2013
4. Appointments
5. Discussion/Action Items
 - a. New Business
 - i. 2013 Town Warrant Article 35
 - ii. Remedial Action Plan Update – Sportsmen’s Club
 - iii. Quarterly Financial Report – Finance Department
 - iv. IRS Mileage Rate 2013
 - b. Old Business-
 - i. Bid Award: Sewer Vactor Truck
 - ii. Public Health Grants: Ken Berkenbush
 - iii. Committee Appointments 2013
6. Regular Business
 - a. Bid Openings – Baggage Building Appraisal, Fire Ladder 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: 4/26/13 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 High School
Phillips Exeter Academy
National History Day

“Congratulations to the Exeter High School and Philips Exeter Academy students on your State win at the 11th Annual National History Day competition on April 6, 2013, from the Town of Exeter Board of Selectmen, Town Manager, and Town Officials”

Board of Selectmen: Don Clement, Dan Chartrand, Julie Gilman, Matt Quandt, Frank Ferraro,
Town Manager: Russell Dean

Draft Minutes

Exeter Board of Selectman Meeting

April 15, 2013

1. Call meeting to order

Chairman Don Clement called the meeting to order at 7:02 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Selectman Frank Ferraro, Selectwoman Julie Gilman and Selectman Matt Quandt. Town Manager Russell Dean was also present. Vice Chairman Dan Chartrand was unable to attend.

Chairman Clement requested that all present observe a moment of silence for the tragic events taking place at the Boston Marathon.

2. Public Comments

Martha Pennell, a residence at RiverWoods, expressed frustration toward Comcast and a recent bill received for \$2.07 for the required change of equipment...from Analog to Digital. She believes this is a rate increase and stated a notice of increase was not provided to the residence. She requested the Board look into this further. Selectman Quandt stated the Cable Committee is no longer an active group however Mr. Dean can contact Jay Summers, the representative from Comcast and discuss the charges. Selectman Quandt advised Ms. Pennell to also contact Comcast directly for a faster response and reasonable result. Secondly, she explained her support of Article 35, the Receptionist/Telephone Operator position. She also stated the directory is not in clear view to direct residence when entering the building.

Nora Arico, a residence of Exeter, stated she too supports Article 35 and hopes the board will decide to move forward with filling this position.

Gail Ferraro spoke of Article 35. Likewise, she would like the vote of the residence to be honored. She explained it was voted in 5 weeks ago and would like a decision to be made soon.

Chairman Clement explained Article 35 it is not on the Agenda this evening since all board members are not present, and he would like to have all Board members present for the discussion.

Mr. Baillargeon addressed the board regarding Article 35. He assumed the Board would provide a definite answer in two weeks though it was explained during the meeting held on April 15, 2013, that the process could take longer since it is a new job function being added to an existing union position.

Selectman Ferraro requested Chairman Clement schedule a special meeting with all members to address Article 35. Chairman Clement will revisit meeting availability.

Brandon Stauber, a resident of Exeter, stated he feels it is imperative the Board of Selectman honor the decision of the voters for Article 35. He also requested a status update regarding a letter that was written to the Board several months ago about an untimely death of a resident of the community. Members of the board explained to Mr. Stauber the letter did not request action from the board therefore the board did not address the issue. Also, the letter was sent to the Attorney General's Office and the Town was only copied on this matter. In a prior discussion between Selectman Quandt and Mr. Dean it was determined the Attorney General's Office would address this matter and any action from the town would be premature and the Board must follow protocol considering this sensitivity of this matter. Selectmen Ferraro requested further research from Mr. Dean to see if it has been addressed in any way.

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Selectman Ferraro extended congratulations to Victoria Arlen for being named to the United States Team of the 2013 International Paraplegic Committee Swimming Worlds Championship to take place in August in Montreal.

3. Minutes and Proclamations

a. Regular Meetings: April 1, 2013

The following amendments will be made to the minutes:

- Page 8, paragraph 3 will read: "April 27, 2013."
- Page 8, paragraph 3 will read: "Vice Chairman Chartrand."

Selectwoman Gilman moved to accept the minutes with the corrections, seconded by Selectman Quandt. Motion carried.

4. Appointments – Zoning Board of Adjustments

Selectman Quandt motioned to appoint David Mirsky for a term to expire April 13, 2015 for an alternate position on the Zoning Board, seconded by Selectwoman Gilman. Motion carried.

5. Discussion/Action Items

a. New Business

i. CSO/Long Term Control Plan Update

Mr. Michael Jeffers, the W&S Managing Engineer, addressed the board and provided potential options for the Sump Pump removal. Mr. Dean explained there are sump pumps that are going into the sewer lines which are prohibited by the ordinance and the town is under administrative order from the EPA to end combined sewer overflows in the town. Part of the long term plan is having sump pumps removed from sanitary sewers and the removals are now at the start of the process.

Mr. Jeffers discussed a probe that confirmed the town treats 2.5 million gallons a day of total sewage regardless of where it comes from. The Water Treatment plant measures below .9 MGD therefore it proved every 4 gallons of water that is treated, 3 gallons are not sewage. He defined the difference of private sewer lines from the town and additional key points:

- Private is from the building to the town line which makes up 70% of the sewage lines
- Town line is from the main sewer line from street to the manholes
- For every dollar spent, you get .70 for private sources and .30 on the town
- 20-25 % of homes have sump pumps, which are privately owned and do not need to be treated at the Waste Water plant since clean water is being treated.
- The town shall control I/I into the water system to prevent high flow related discharges and there shall be no sanitary sewer overflow (SSO's).

The NPDES wastewater permit became effective on March 1st, 2013 and within six months of the effective date the town automatically agreed to an ongoing program to identify and remove sources of I/I (infiltration and inflow) and 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 September 1, 2013, the plan shall provide a schedule for its completion.

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He explained on April 1st, 2013 to April 7, 2013 they performed numerous tests in conjunction with each other and these measures determined that 20-25% of the homes had sump pumps tied in to the Waste Water sewage. It was also explained that some do not have ties in or may have ties to an alternate drainage system.

Total sewage flows ran from 2.5 MGD down to 1.7. He further explained on those days, out of the total flow, 63% on April 1, 2013 was non sewage and 54% by the end of the week resulting in a 51% average for the week. Taking 70% of that is roughly 35.7% total non-sewage inflow - approximately 900,000 gallons of clean water is being treated. Waste Water has been accurately measured to provide this true ballpark figure.

Chairman Clement asked if possible to determine the millions of gallons of what amount of treated waste water would be eliminated by treating the sump pumps. Mr. Jeffers explained 30% is town infiltration based on testing but the greatest portion is roof leaders, foundation cracks and sump pumps.

Mr. Dean pointed out this estimate should be considered since theoretically a smaller Waste Water plant would be needed to accommodate the reduced amount of wastewater after removal.

Chairman Clement posed the question of how will the public be informed and what steps would be taken to educate the public as to why this is now an illegal connection. Mr. Jeffers explained a consumer confidence report will be available in July. This report will explain infiltration, inflow; provide numerous options and who to contact to make these changes. It was also stated that homes built in the last 20 years have been notified of the change.

Mr. Ferraro agrees that educational material needs to be supplied and reiterated this is an ordinance that the town has had for a very long time, they allowed it to continue but can no longer do so.

The W&S Committee came to an agreement that a 2 year implementation time is sufficient to enable residence to plan and implement.

Mr. Bob Kelly, Chair of Town Water Sewer Committee, addressed the board and agreed that each of the points stated by Selectman Ferraro and Chairman Clement is the direction the Committee is moving toward and this is their recommendation to meet EPA mandates.

- First year will consist of education and understanding and why is it important specifically relating to dollars. The education information will be generated by the Town Water Sewer Committee.
- The second year will consist of providing options and technical fixes along with details for residence to know if their connection is going against the ordinances.

Mr. Kelly referred to form titled "Options for Board of Selectman as to Sewer Ordinance Enforcement (i.e., Private I&I source removal) and explained Option #4 would be recommended. Option #4 read "Initiate Town wide enforcement now of the current sewer ordinance which prohibits any non-sanitary sewer discharge (e.g., sump pumps, roof leaders, perimeter drains) to the Towns' sanitary sewers. Private non-sanitary dischargers cover their own expenses whether an industry, commercial or residential."

The members briefly touched upon financing or an incentive to encourage homeowners to move forward with the replacements. They also spoke of similarities to the Jady Hill Project. Selectman Ferraro stated the Jady Hill Project was a different construction scenario and he doesn't recommend an incentive which could potentially cost the town millions of dollars.

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A motion was made by Selectman Ferraro and seconded by Selectwoman Gilman to adopt a policy of implementing the sewer user ordinance with regard to non-sanitary sewer discharges and implementing it on a 2 year compliance schedule with the first year being education and the second year being implementation. Motion carried.

ii. Proposed Schedule for Sportsmen's Club RAP

A representative from the Sportsmen's Club was unable to attend tonight's' meeting due to a schedule conflict however Mr. Berkenbush (Assistant Fire Chief/Health Officer) was available to provide an update. Mr. Berkenbush referred to an email from Mr. John F. Liptak, (Hazardous Waste Remediation Bureau), titled "Proposed Schedule for Remedial Action Plan" and briefly reviewed the requests from DES and the responses from URS:

1. DES requested additional site Characterization specifically in the old trap range and grassy areas. They performed spot checks and found only one high reading. DES is requesting clarification of that one area. URS proposes complete additional site investigations for the areas of concern within the town limits and will address any delays that may arise due to land owner accessibility. The investigations are scheduled to occur in May 2013.
2. DES requested reinvestigation of the former skeet range due to buried broken clay targets to determine if lead shot is mixed in with this material. URS agreed to perform the reevaluation and will focus in the vicinity of sample area that exceeded 400 mg/kg for lead.
3. DES requested a scope of work to address the new areas of concern. A scope of work for items 1 and 2 will be provided by April 15, 2013.
4. DES requested a RAP for the seasonal stream that is the most hazardous. Mr. Berkenbush explained the town has cleaned up the area the town owns. The Blanchard's' still own the abutting property though they have not allowed access at this time. Mr. Berkenbush further explained that if the town is not granted permission, the responsibility would rest on DES, whom would need to obtain a court order. According to DES, the town and Sportsman's Club are responsible for this contamination given the property owner had no knowledge of what was taking place.
5. DES requested a site evaluation of alternatives to remove, treat or contain the contaminated area and discussed the remedial goals as such:
 - a. Eliminate direct human exposure
 - b. Eliminate the exposure to benthic organisms that may be present in the stream or other forms of wildlife.
 - c. Eliminate direct human exposure pathway to contaminants present in the abutter's soils to the East of the Site.

URS will provide a draft of the RAP to the town in August 2013 and URS and the town will select a remedial alternative that can achieve the remedial goals and a finalized RAP will be submitted in September 2013.

6. DES requested the access to the contaminated areas be limited and not be redeveloped until the RAP is completed. URS agreed to this request and they plan on posting signs and adding a temporary fence to block access to the site.

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Mr. Berkenbush discussed the time restraints to Selectman Ferraro and did advise the members that changes are possible, if needed, and should be submitted to address with DES. Mr. Berkenbush then presented a map and reviewed the September construction schedule for the berm and mapped out the 3 areas:

- Area 1: Immediately in front of the trap range which impacts the building of the Berm.
- Area 2: Wooded area that contains a heavier area of lead
- Area 3: The Blanchard property that abuts the Sportsman's Club

A brief discussion of each area was explained and included factors such as Area 1 being addressed first. This soil will be used to begin construction of the berm though it will not complete it. Area 2 is the more heavily wooded area that exceeds the allowable limits which are difficult to access. Thoughts of fencing off the area or using a Vacator truck to vacuum the area are options though a solution for Area 2 has not been confirmed. Lastly, Area 3 will focus on the area abutting the Blanchard property with thoughts of a clear cut and removal solution.

Chairman Clement pointed out that in 2007, the town voted to spend \$65,000 in remedial work on the stream and the tax payers have made significant contributions to clean this up.

iii. Emergency management Grant: Radios

Chief Comeau explained the Fire Department has been awarded an EMPG Grant from the State of New Hampshire for \$13,995.00. The grant will be used to upgrade the department's base station radios to meet the new FCC standards. The departments share to upgrade is \$13,000.00 however the bonds that have been spent over the past years will cover the full cost for replacement and will not affect the 2013 budget. Chief Comeau explained the Grant needs to be signed by one board member, notarized and submitted to the Governor of Council for final approval.

A motion was made by Selectwomen Gilman to accept the Grant award in the amount of \$13,995.00, for emergency radios, seconded by Selectman Ferraro. Motion carried.

iv. Review Committee Listing/Openings

Mr. Dean explained in April of each year, appointments are reviewed and the list provided are people who have been solicited for each committee and are pending confirmation or reappointment. A letter has been sent requesting confirmation. Selectman Ferraro offered to contact the members on the list that take part in the committees he is a member of.

Selectman Ferraro requested an annual attendance report from each Committee Chair to adhere to board policies that states at least 60% of attendance is required or that member could be removed.

Mr. Dean will prepare a list of the annual committee appointments and present the list to the members at the next regular scheduled meeting.

v. Amendment to Southeast Land Trusts Webb Parcel

Chairman Clement reviewed the Planning Department memorandum and explained the town holds Executory Interest in the Webb Parcel consisting of parcels near Beech Hill and Cubie Roads. The Conservation Commission has reviewed this and has forwarded the request to the Board for approval/denial.

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Selectman Quandt made a motion to accept the amendment of the Conservation Easement and Executory Interest Agreement of the Webb Property as presented, Selectwoman Gilman seconded. Motion carried.

b. Old Business

i. Hazard Mitigation

Chief Comeau addressed the board and explained another public hearing is not required for final adoption based on his discussion with representative from the Office of Emergency Management. He stated a meeting was held on May 21, 2012 to address any concerns within the plan which remained open until June 11, 2012 prior to submittal to FEMA for final review. All obligations have been met to adopt the plan based on FEMA's expectations.

Selectman Quandt made a motion to approve the Hazard Mitigation Plan as presented, seconded by Selectwoman Gilman. Motion carried.

ii. Feedback: Goal Setting Session from April 12th.

Chairman Clement briefly discussed the Goal Setting session held on April 12, 2013. Chairman Clement stated Primex assisted the 5 hour meeting and a summary will be submitted to the members for review. The summary shall include 1, 3 and 5 year goals. Selectman Ferraro indicated the goal setting session will be a public document.

6. Regular Business

a. Bid openings – Sewer Vector Truck

The following bids were received for the Combination Sewer Cleaner Vehicle:

HP Fairfield LLC	\$364,525.00
New England Municipal Equipment	\$385,790.38
WCN Wood Company	\$369,000.00

A motion was made by Selectwoman Gillman to forward all bids to Public Works for review and final determination, seconded by Selectman Quandt. Motion carried.

b. A/P and Payroll Manifests

A motion was made by Selectwoman Gilman to approve the payroll warrant for week ending April 3, 2013 in the amount of \$157,816.27, seconded by Selectman Quandt. Motion carried.

A motion was made by Selectwoman Gilman to approve the payroll warrant for week ending April 10, 2013 in the amount of \$157,748.80, seconded by Selectman Quandt. Motion carried.

A motion was made by Selectwoman Gilman to approve the A/P warrant for week ending April 5,-2013 in the amount of \$241,701.07, seconded by Selectman Quandt. Motion carried.

A motion was made to approve the A/P warrant for week ending April 12, 2013 in the amount of \$304,216.20, seconded by Selectman Quandt. Motion carried.

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c. Budget Updates

Mr. Dean confirmed the Quarterly Financial Report will be presented at the next scheduled meeting to be held on April 29, 2013.

d. Tax Abatements & Exemptions

Selectwoman Gilman requested a total cost of Abatements and Exemptions. Mr. Dean explained there are numerous programs that would apply and there are two sets of numbers: the actual amounts that the town exempts and the number that it would be if the exemptions were 100% of the value equaled the exemption amount. A list will be provided at a later date.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to access a Timber Tax of \$504.34 for map 47/7. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve the Tax Abatement located at Map/Lot 94/24 for \$4,220.65. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve Elderly Exemptions for 25 properties totaling \$236,251 located at Map/Lot 63/62, 90/6, 64/105/1A, 64/58, 54/4/107, 95/64/380, 104/84, 96/2/8, 64/105/48, 63/163, 63/197, 63/219, 52/73, 103/13/43, 95/64/268, 103/13/47, 65/124/32, 70/65, 65/63, 80/6, 104/79/319, 104/79/406, 104/79/9, 82/11 and 65/25. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve Elderly Exemptions for 11 properties totaling \$183,751 each located at Map/Lot 32/29, 95/64/76, 93/9, 18/12, 32/12/17, 64/105/2, 104/79/17, 95/64/64, 86/20/2, 54/4/12 and 95/64/173. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve Elderly Exemptions for 28 properties in the amount of 152,251 located at Map/Lot 32/12/9, 103/13/33, 104/79/510, 73/49/39, 18/5, 54/4/63, 87/8/c23, 95/64/369, s109/1, 104/79/207, 104/79/525, 72/108, 19/16/35, 52/72, 55/33, 103/13, 70/84, 71/30, 55/10, 104/79/229, 95/64/179, 103/11, 90/2, 87/14/6b, 63/190, 63/154, 69/16, 63/143, and 87/14/2b. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve an Elderly Exemptions in the amount of \$158,150.00 located at Map/Lot 63/11. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve an Elderly Exemption in the amount of \$139,400.000 located at Map/Lot 74/132. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to deny an Elderly Exemption located at Map/Lot 63/107. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to deny an Elderly Exemption located at Map/Lot 64/105/15. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve Veterans Credit in the amount of \$500.00 each for Map/Lot 52/5, 90/18/18, 61/4 and 104/79/402. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to deny a Veteran's Credit for Map/Lot 4/47 however Selectwoman Gilman withdrew the motion until Map/Lot can be clarified.

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A motion was made by Selectwoman Gilman and seconded by Selectman Ferraro to approve Disability Exemptions in the amount of \$125,000 located at Map/Lot 65/82, 104/79/135, 32/12/24, 103/13/40, 55/23, 95/64/302, 63/102/59, 71/98/6, 65/10, 64/105/97, 32/12/4, 73/130, 95/64/347, 64/105/63 and 104/79/230. Motion carried.

A motion was made by Selectwoman Gilman and seconded by Selectman Quandt to deny a Disability Exemption for Map/Lot 64/105/43 and 95/64/144. Motion carried.

Selectwoman Gilman requested of Mr. Dean to review and confirm the Veteran's Credit that was previously withdrawn.

e. Water/Sewer Abatements – none.

f. Permits

Mr. Dean provided an update on the recent Town Hall fire. He explained ServPro has been working to repair the building with hopes in having the employees back to working in the building within the next 1-2 months, depending on the extent of the damage. He also stated the insurance adjusters would have a report in the next few days. Maintenance will address the board once a complete evaluation of repairs is provided from the Insurer.

The members discussed the permits received for Town Hall. A facility request was submitted by Amare Cantare for a Concert for Children event to be held on May 10 2013. Mr. Dean asked the group to delay the approval until the evaluation is received from the Insurer and confirmation as to when the Town Hall will reopen. The members agreed to the postponement.

A motion was made by Selectman Ferraro and seconded by Selectman Quandt to approve the facility request from Heron/EACC for use of the Town Hall on December 6, 2013 – December 8, 2013 for an all-day event. Motion carried.

A motion was made by Selectman Ferraro and seconded by Selectman Quandt to approve the facility request from FGWC NH for use of the Town Hall on July 19, 2013 – July 20, 2013 from 9:00 am to 3:30 pm. Motion carried.

g. Town Manager Report

Mr. Dean referenced an article that appeared in the Exeter Newsletter on April 5, 2013 and wanted to publicly acknowledge Shana Clark (an Exeter Firefighter) and offer thanks to Ms. Clark and the Fire Department for their role in the Stop, Drop and Read program.

Mr. Dean shared that Parks and Recreation is looking at adding a bubble over at the pool for the Exeter Swim Team, however it is in the early stages.

h. Legislative Update – None at this time.

Chairman Clement temporarily stepped out of the meeting and Selectwoman Gilman stated she was Vice Chairman acting as Chairman and moved the meeting to Selectman's Committee Reports.

i. Selectmen's Committee Reports

Selectman Ferraro shared the Water & Sewer Committee and the Planning Board did not meet last week.

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Selectwoman Gilman shared the Transportation Committee met and advised Coast Bus will be adding a route to Deep Meadow to accommodate the mobile home communities in that area. A schedule will be posted. Selectwoman Gilman also discussed:

- The sub-Committee to the Planning Board met and they are still reviewing uses to investigate further. There is a great deal of information to go through and will need additional time for review.
- The 375th Anniversary Committee met. An update was not provided however it was mentioned that the recent event that took place at the library had a great turn out.
- The next event sponsored by The Town Republican Committee in conjunction with Amos Tuck in Exeter. A celebration for the 160th anniversary "Come See Lincoln give his Exeter Speech" will occur at the Congregational Church on April 27th at 4 pm.
- A recent academy award winning Abraham Lincoln movie will follow on the same day, April 7, 2013 at 7:00 pm and April 28, 2013 at 1:00 pm at the Public Library. Admission is free however, can goods are requested for the local church food pantry.
- The next 375th Anniversary Committee meeting will take place next Thursday April 25, 2013.
- The t-shirt selection has been finalized and Lionel Ingram volunteered to be quarter master to handle all of the merchandise.

Selectman Quandt explained the only meeting that took place was the Exeter/Swasey Committee however he was unable to attend. He also mentioned the event at RiverWoods in which the Town of Exeter presented a Boston Post cane replica to Jo Weston who turned 101 in October.

Chairman Clement provided an overview of his meetings that took place:

- The Conservation Commission meeting briefly discussed the Easements
- The non-success of the wood cock walk due to weather however, the wood cock walk display at the Raynes Farm was successful.
- A conference call with the Dam sub-committee narrowed down to two possibilities. Further information is needed.
- The Climate Adaptation event was held last Wednesday with a pleasing turnout

Mr. Dean explained the auditors are here doing preliminary testing for the 2012 audit. They started the process last week.

j. Correspondence

Chairman Clement reviewed the following:

A letter was received from the Exeter Sportsman's Club confirming 28% of members are residents of the Town of Exeter which fulfills the requirements of the lease that at least 20% of members be residents of Exeter. The letter also included information about the annual report, a fishing derby, building the berm and training.

A letter was received from the State of NH Department of Environmental Services explaining Mr. Don Clement was reappointed to the Exeter River Local Advisory Committee for an additional three-year term.

A letter was received from the State of NH Department of Environmental Services explaining Mr. Peter Richardson was reappointed to the Exeter River Local Advisory Committee for an additional three-year term.

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A letter was received from the Office of the Bishop, Diocese of Manchester which provided confirmation they are a charity.

A letter was received from Anthony Raduazo urging Exeter to join the Climate Change group initiative.

An email was received from Murray Movitz which expressed his views on the Sportsmen's Club contamination and the efforts to clean it up.

A request was received from Linda Marie Wronski to refund \$43.42 of interest. A request for a waiver will be added to old business. Mr. Dean will invite her in to speak.

A letter was received from the Transportation Committee explaining the Coast Route 7 Changes.

A letter was received from the State of NH, Board of Tax of Land Appeals which requested confirmation of the date in which the final tax bill was mailed.

Review Board Calendar

Chairman Clement will poll all Board members and confirm a date prior to the next regularly scheduled meeting to address Article 35. The tentative date is Tuesday April 23, 2013. Mr. Quandt did advise he could not commit to next Monday.

A motion was made by Selectman Quandt and seconded by Selectwoman Gilman to adjourn at 9:47 pm. Motion carried – all in favor.

Respectfully submitted,

Nadine Young

Recording Secretary

MITCHELL MUNICIPAL GROUP, P.A.

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April 26, 2013

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

Re: 2013 Warrant Article 35

Dear Russ:

I am writing to confirm our earlier verbal opinion as to the validity of the petitioned warrant article from Gail Ferraro and others, which appeared on the 2013 warrant as article 35. I understand that this article was approved by a majority of the voters.

This article sought to have the town meeting dictate how particular personnel responsibilities and tasks should be handled, within the town offices.

I should start this opinion with the explanation that under the NH constitution, municipalities and their various branches only have that authority which has been granted to them by statutes enacted by the state legislature.

Under our statutory framework, it is the governing body that is responsible for all personnel and staff organizational decisions under the selectmen's general statutory responsibility to manage the prudential affairs of the town. See RSA 41:8.

However, since Exeter has adopted a Town Manager form of government, the Town Manager and the Selectmen share those responsibilities, as more specifically explained in RSA 37:5 ("The town manager shall be the administrative head of all departments in the town and be responsible for the efficient administration thereof...") and RSA 37:6 (The town manager shall have the power and... duty... to organize, continue, or discontinue... such departments as the selectmen may from time to time determine.")

There are no statutes that make the grant of this authority subject to a vote of the town meeting.

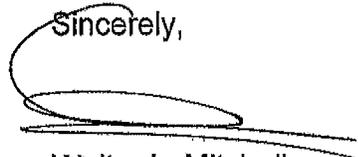
Russell Dean, Town Manager
April 26, 2013
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Therefore, the legislature has granted that authority to the selectmen and town manager alone.

As a result, the vote of the town meeting on article 35 is advisory only, and I believe that was explained by the acting town moderator during the Deliberative Session.

Please let me know if you have further questions

Sincerely,

A handwritten signature in black ink, appearing to read "Walter L. Mitchell", with a long horizontal flourish extending to the right.

Walter L. Mitchell
walter@mitchellmunigroup.com

WLM/tam



April 15, 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 Scope of Work – Site Investigation
Exeter Sportsman’s Club
Waterworks Pond Road
Exeter, New Hampshire
DES Site #200212050, DES Project #12496**

Dear Mr. Liptak:

On behalf of the Town of Exeter (Town), URS Corporation is submitting a Site Investigation Scope of Work for the above referenced site.

Based on input from the Town and the New Hampshire Department of Environmental Services (DES or Department), URS is proposing to conduct soil sampling on the site to assess the areas of the site specifically described by DES as areas of concern. For the purposes of the project, the site as defined herein will include both on and off-property locations where the lead shot or projectiles have come to be located. URS’ investigation will focus on three main areas. These areas are 1) the former trap range-open field, 2) the forested area adjacent to the former trap range and owned by the Town, and 3) the forested area to the east of the trap range on the adjacent private property (see attached Site Plan). The sampling strategies for the potentially impacted soil in each of these areas are discussed below.

Area 1 – Former Trap Range

URS has reviewed the CDM site characterization work and understands that 22 samples were collected from 8 locations in the non-forested area of the former trap range. Samples were collected at depths from 0 to 3 inches, 3 to 9 inches, 9 to 15 inches, and at PR-1, from 15 to 27 inches. One of the twenty-two samples contained lead at concentrations that exceeded the New Hampshire Risk Characterization and Management Policy Method 1 Standard of 400 mg/kg. This sample was collected at location PR-1 and from a depth of 9 to 15 inches below the ground surface. In addition, white/gray broken clay pigeons were observed at location PR-1 from approximately 4 to 15 inches below the ground surface.

To further delineate the area of lead impacts in the vicinity of PR-1, URS proposes to collect soil samples from 4 locations spaced in a 20-foot grid, with PR-1 to be located in the center of the grid. Samples will be collected at depths from 0 to 3 inches, 3 to 9 inches, and 9 to 15 inches from each location and will be submitted for laboratory analysis of total lead using US EPA method SW846.

Area 2 – Forested Area Adjacent to Former Trap Range (Town owned)

URS has reviewed the CDM site characterization work and understands that 423 samples were collected from 142 locations that were laid out on a 25-foot by 25-foot grid in the forested area



adjacent to the former trap range, between grid line 2 and grid line 10. Samples were collected at depths from 0 to 3 inches, 3 to 9 inches, and 9 to 15 inches below the ground surface. Also, an additional 230 samples were collected from 115 locations that were laid out in a 50-foot by 50-foot grid in the forested area north of grid line 10. These samples were collected from depth intervals of 0 to 6 inches and from 6 to 12 inches below the ground surface.

As stated in the DES letter dated March 7, 2013, data has not been collected in the area east of the intermittent stream from approximately grid line C to grid line U and south of grid line 2. As such, URS proposes to collect soil samples from 10 locations to be laid out on a 25-foot by 25-foot grid, including the area from grid line C to grid line A and grid line 1 to grid line 1.5. Samples will be collected at depths of 0 to 3 inches, 3 to 9 inches, and 9 to 15 inches from each location and will be submitted for laboratory analysis of total lead.

In addition, URS proposes to collect soil samples from 11 locations to be laid out on a 50-foot by 50-foot grid, including the area from grid line O to grid line U and grid line 1 to grid line 2. (Note: sample locations O2 and P2 are located on the adjacent private property and are included under Area 3 below). Samples will be collected at depths of 0 to 6 inches and 6 to 12 inches from each location and will be submitted for laboratory analysis of total lead.

Area 3 – Forested Area East of the Former Trap Range (Privately owned)

Based on the prior URS site characterization work, 150 samples were collected from 57 locations that were laid out on a 50-foot by 50-foot grid in the forested area east of grid line A. Samples were collected at depths ranging from 0 to 27 inches below the ground surface.

As previously stated, DES has identified the area from grid line C to grid line U, and south of grid line 2, as an area of concern based on the lack of prior data from this location. The portion of this area that is located on private property is limited to the areas between grid line O and P, along grid line 2. URS proposes to collect soil samples from two locations in this area to be laid out on a 50-foot by 50-foot grid. Specifically, the locations will fall along the grid lines of location O2 and P2. Samples will be collected at depths of 0 to 6 inches and 6 to 12 inches from each location and will be submitted for laboratory analysis of total lead. Note that the ability to perform work in Area 3 is subject to the Town of Exeter attaining an access agreement with the private land owner.

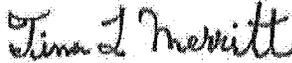
Data Summary

Once the soil sample results are received, the data will be summarized in tabular form along with the valid historical data. URS will develop site plans depicting the horizontal and vertical extent of the lead impacts. This data will be used to provide information necessary for developing the Remedial Action Plan.

If you have any questions about the scope of work, 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

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager
RE: Budgeted Funds for Potential Work at Map 65, Lot 123
DATE: April 29, 2013

100-5200 – Consulting Services. This line was allocated \$1,000 in the 2013 budget for as needed consulting expenses during the year. To date, nothing has been expended from this account.

505-5981 – Water Quality Testing. This account has \$6,500 in it. To date, expenditures of \$13.50 have been posted. URS is being paid from this account.

301-5571 – Planning Studies. This account has \$13,000 in it. \$3,000 is for general planning studies (currently contemplated for use for the noise consultant representing the Town on ESC noise work). \$8,000 was approved for a form based code consultant, and \$2,000 was to be used as matching grant funds in 2013.

According to the Health Officer, \$6,500 will need to be committed from the water quality testing budget mentioned above toward remedial action plan work (see URS proposal to DES on site investigation – scope of work).

An additional \$3,000 would be needed from another funding source to conduct survey and grid work required to get to the stage of berm building at the site.

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 15, 2013

Ken Berkenbush, Health Officer
Town of Exeter
20 Court Street
Exeter, NH 03833

CC: Exeter Board of Selectmen

Dear Mr. Berkenbush,

After having the opportunity to read the URS submittal in more detail, I disagree with the proposal to prohibit access to the trap range in point 6 of the Proposed Schedule for Remedial Action Plan dated April 8th, 2013. NHDES only requested that access be restricted, which is what we do and have done for several years due to the close proximity of an active shooting range immediately to the north of the trap field. Historically that area has only been used two to three times per year to conduct NHFG Hunter Safety Training and for overflow parking for the annual fishing derby.

The annual fishing derby for 2013 is scheduled for May 11th so announcements have already been made to the community making closure of that area at this late date problematic. I would also like to point out that the Town has leased the property to the Exeter Sportsman's Club, Inc. (ESC) and therefore is not at liberty to prohibit access to any part of the leased property without either the consent of ESC or due process.

I was under the impression that the RAP was to be a collaborative effort between the Town, ESC and URS. If collaboration had occurred prior to the URS proposal, these issues might well have been avoided.

Best regards,

A handwritten signature in black ink, appearing to read 'B. M. York', written in a cursive style.

B. M. York
President

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April 15, 2013

Ken Berkenbush, Health Officer
Town of Exeter
20 Court Street
Exeter, NH 03833

CC: Exeter Board of Selectmen

Dear Mr. Berkenbush,

Confirming our meeting on April 11th, 2013 the Exeter Sportsman's Club, Inc. (ESC) has not officially closed the trap shooting range but merely suspended shooting until such time as a method for keeping shot on the property could be found (please refer to Environmental News . January/February 2008). We believe technical developments in shot curtains has improved in both durability and cost to the point where deployment may now be feasible. Since the trap range has not been officially closed, I request that any remediation action plan (RAP) dealing with the trap field and the shot fall zone on the demised property be suspended until ESC can fully explore this option.

If ESC finds shot curtains to be technically and economically feasible, ESC will provide a timeline for implementation and resumption of trap shooting. If this solution is found not to be feasible the RAP can then proceed.

ESC wants to explore all available options before relinquishing its position as The Oldest Trap Shooting Club in The United States. We believe we owe that much to those who were once the Best Trap Shooters in the World!

Best regards,

A handwritten signature in black ink, appearing to read 'B. M. York', written over a horizontal line.

B. M. York
President

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Town of Exeter
Report of Budgeted vs Actual Revenue (unaudited)
For the Quarter Ended March 31, 2013

Acct	Account Number	Description	Budgeted Revenue	Actual Revenue	Variance	% Collected	Notes
	3110-3191	Property Tax Revenue	\$ 12,373,833	\$ 24,224	\$ 12,349,609	0.2%	Includes property tax less overlay, jeopardy, yield, current use, payment in lieu of taxes, penalties and interest
	3220	Motor Vehicle Permit Fees	1,950,000	485,043	1,464,957	25%	
	3230	Building Permits & Fees	150,000	73,563	76,437	49%	Fees charged by Building & Code Enforcement
	3290	Other Permits and Fees	150,000	10,438	139,562	7%	Includes GF portion of Cable TV & Vital Statistics Fees
	3319	From the Federal Government	20,000	-	20,000	0%	FEMA Reimbursement for Hurricane Sandy
	3352	Meals & Rooms Tax Revenue	639,030		639,030	0%	Received in December each year
	3353	State Highway Block Grant	258,871	49,332	209,539	19%	Received quarterly
	3359	Other State Grants/Reimbursements	5,271	17,216	(11,945)	327%	Railroad, RERP, Mosquito, Other Misc
	3401-3404	Income from Departments	900,000	175,868	724,132	20%	General Revenues charged by Town Departments
		Sale of Town Property	2,425	108,978	(106,553)	4494%	Includes sale of deeded property on Exeter Road
	3502	Interest Income	5,000	1,194	3,806	24%	Interest income earned on sweep accounts
	3503-3509	Other Miscellaneous Revenues	20,700	6,450	14,250	31%	Town Rental Property
	4911	From Trust & Fiduciary Funds	30,000		30,000	0%	Estimated Funds from Sick Leave Trust
		Total General Fund Revenues	\$ 16,505,130	\$ 952,307	\$ 15,552,823	6%	
	3402	Water Fund Revenues	\$ 2,302,127	\$ 540,457	\$ 1,761,670	23%	
	3403, 3359	Sewer Revenues	\$ 2,279,537	\$ 531,837	\$ 1,747,700	23%	
		Grand Total General, Water & Sewer Funds	\$ 21,086,794	\$ 2,024,601	\$ 19,062,193	10%	Total All 3 Funds

DEPARTMENT	Budget	Actual	Balance Available	Percent Used	Notes
General Government					
100 Board of Selectmen	21,774	5,226	16,548	24.00%	
111 Town Manager	192,738	51,443	141,295	26.69%	
113 CATV	1	-	1	0.00%	
115 Human Resources	82,942	18,474	64,468	22.27%	
119 Transportation	20,919	-	20,919	0.00%	
120 Legal	70,000	23,663	46,337	33.80%	
125 Information Technology	153,972	28,625	125,347	18.59%	
130 Trustees of Trust Funds	891	891	-	100.00%	Trustee paid annually
140 Town Moderator	431	323	108	74.94%	
151 Town Clerk	311,639	84,872	226,767	27.23%	
152 Elections/Registration	11,044	3,131	7,913	28.35%	
Total General Government	866,351	216,648	649,703	25.01%	
Finance					
201 Finance/Accounting	265,548	63,879	201,669	24.06%	
202 Treasurer	10,080	2,386	7,694	23.67%	
203 Tax Collection	93,708	16,665	77,043	17.78%	
205 Assessing	216,812	54,995	161,817	25.37%	
Total Finance	586,148	137,925	448,223	23.53%	
Planning & Building					
301 Planning	226,461	44,352	182,109	19.58%	
302 Inspections/Code Enforcement	227,197	49,247	177,950	21.68%	
303 Board of Adjustment	2,900	484	2,416	16.69%	
304 Historic District Commission	1,980	128	1,852	6.46%	
305 Conservation Commission	9,605	299	9,306	3.11%	
306 Heritage Commission	1,400	-	1,400	0.00%	
Total Planning & Building	469,543	94,510	375,033	20.13%	
Economic Development Commission					
307 Economic Development Commission	1,500	100	1,400	6.67%	
Total Economic Development Commission	1,500	100	1,400	6.67%	
Police					
401 Administration	716,940	146,607	570,333	20.45%	
402 Staff	534,133	81,614	452,519	15.28%	
403 Patrol	1,863,043	412,062	1,450,981	22.12%	
404 Animal Control	1,250	-	1,250	0.00%	
405 Communications	426,444	102,979	323,465	24.15%	
Total Police	3,541,810	743,262	2,798,548	20.99%	
Fire					
501 Administration	509,770	122,158	387,612	23.96%	
503 Fire Suppression	2,969,392	692,887	2,276,505	23.33%	
504 Emergency Management	33,825	10,303	23,522	30.46%	
505 Health	124,616	11,016	113,600	8.84%	
Total Fire	3,637,603	836,364	2,801,239	22.99%	
					Incl \$39.2k encumbered (Vehicle Maint., Equipment, Uniforms)

Town of Exeter

YTD Actual Expense Analysis thru March 2013 (UNAUDITED)

Updated April 22nd, 2013

DRAFT

DEPARTMENT	Budget	Actual	Balance Available	Percent Used	Notes
Public Works - General Fund					
601 Administration & Engineering	353,967	79,435	274,532	22.44%	
602 Highways & Streets	1,757,812	258,195	1,499,617	14.69%	
603 Snow Removal	275,810	248,095	27,715	89.95%	Incl. \$16.6k encumbered (Salt, Vehicle Maint.)
604 Solid Waste Disposal	821,191	126,785	694,406	15.44%	
605 Street Lights	132,000	32,341	99,659	24.50%	
Total Public Works - General Fund	3,340,780	744,851	2,595,929	22.30%	
Maintenance					
606 General	553,363	129,594	423,769	23.42%	
607 Recreation Center	19,300	5,530	13,770	28.65%	
608 Town Hall	29,200	8,991	20,209	30.79%	
609 Town Office	28,600	8,175	20,425	28.58%	
610 Senior Center	14,150	3,369	10,781	23.81%	
611 Safety Complex	69,800	20,479	49,321	29.34%	
612 DPW Complex	42,800	15,692	27,108	36.66%	
613 Train Station	11,000	1,670	9,330	15.18%	
614 Other Town Structures	11,200	1,572	9,628	14.04%	
615 Mechanics/Garage	230,579	51,584	178,995	22.37%	
Total Maintenance	1,009,992	246,656	763,336	24.42%	
Welfare & Human Services					
710 Welfare	92,615	17,271	75,344	18.65%	
Total Welfare & Human Services	92,615	17,271	75,344	18.65%	
Parks & Recreation					
801 Recreation	288,635	66,577	222,058	23.07%	
802 Parks	158,024	32,841	125,183	20.78%	Incl. \$10.6k encumbered (Contracted services, Signs, Park Maint.)
Total Parks & Recreation	446,659	99,418	347,241	22.26%	
Other Culture/Recreation					
116/804 Other Culture/Recreation	22,300	816	21,484	3.66%	
805 Special Events	14,000	7,000	7,000	50.00%	Rev War Festival \$3.8k invoices, \$3.8k encumbered)
Total Other Culture/Recreation	36,300	7,816	28,484	21.53%	
Public Library					
901 Library	894,822	172,509	722,313	19.28%	
Total Library	894,822	172,509	722,313	19.28%	
Debt Service & Capital					
921-23 Debt Service	754,041	53,795	700,246	7.13%	Payments processed per debt service schedule
117 Vehicle Replacement	426,830	76,365	350,465	17.89%	Incl \$42.8k encumbered (Vehicles for Fire Chief and Parks & Rec)
118 Capital Outlay - Other	47,477	-	47,477	0.00%	SCBA equipment lease
Total Debt Service & Capital	1,228,348	130,160	1,098,188	10.60%	

DEPARTMENT	Budget	Actual	Balance Available	Percent Used	Notes
Benefits & Taxes					
931 Health Insurance Buyout	52,501	11,362	41,139	21.64%	
933 Unemployment	11,154	11,154	-	100.00%	Primex
937 Worker's Compensation	147,296	82,852	64,444	56.25%	
114/941 Insurance	141,709	21,519	120,190	15.19%	
Total Benefits & Taxes	352,660	126,887	225,773	35.98%	
Total General Fund	16,505,130	3,574,374	12,930,754	21.66%	
Water Fund	2,302,127	390,712	1,911,415	16.97%	Incl. \$15.3k encumbered (WTP Maint., Water Treatment Depart.)
Sewer Fund	2,279,537	417,477	1,862,060	18.31%	Incl. \$13.2k encumbered (WWTP Maint., Sewer Treatment Depart.)
Total All Funds	21,086,794	4,382,563	16,704,231	20.78%	

Notes:

EMS/Ambulance moved to EMS Revolving Fund #30
 Includes current year encumbered funds
 Water/Sewer allocation processed quarterly

Town of Exeter
 Analysis of Accounts Receivable Aging - Water & Sewer
 As of March 31, 2013

DRAFT

	<u>Current</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>Over 90 Days</u>	<u>Total</u>	<u>Percent Over 90 Days</u>
As of 12/31/12	\$ 434,770	\$ 30,181	\$ 47,292	\$ 158,434	\$ 670,677	24%
As of 3/31/13	\$ 514,563	\$ 30,389	\$ 21,244	\$ 140,484	\$ 706,680	20%
(Favorable)/Unfavorable Variance	\$ 79,793	\$ 208	\$ (26,048)	\$ (17,950)	\$ 36,003	-51%

Accounts receivable over 90 days makes up 20% of the total balance as of 3/31/13. The over 90 days has decreased by 4% or \$ 36K during the 1st quarter of 2013. The 4% decrease is attributed to the continuation of shut off notices and actions taken by both the DPW W&S Depart the Water & Sewer Collections Department.

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>	
2008	868	1,046	1,914	0%
2009	1,277	1,298	2,575	0%
2010	2,179	1,899	4,078	1%
2011	3,905	77,769	81,674	12%
2012	27,229	69,745	96,974	14%
*2013	257,361	262,104	519,465	74%
Total	292,819	413,861	706,680	100%

* Includes current month billing

**Town of Exeter
 Analysis of Property Tax/Liens Receivable
 As of 3/31/13**

DRAFT

<u>Type</u>	<u>Bill Year</u>	<u>Balance Outstanding as of 03/31/13</u>	<u>Balance Outstanding as of 12/31/12</u>	<u>\$ Change</u>	<u>% Change</u>
Lien	*2005-2008	12,209	19,790	7,581	38%
Lien	2009	82,805	103,628	20,823	20%
Lien	2010	201,614	210,629	9,015	4%
Lien	2011	325,223	346,374	21,151	6%
Subtotal		\$ 621,851	\$ 680,421	\$ 58,570	9%
Tax	2012	792,318	1,582,530	790,212	50%
Grand Total		\$ 1,414,169	\$ 2,262,951	\$ 848,782	38%

As of March 31, 2013 98% of all property taxes billed in 2012 were collected which represents a 2% A/R decrease, since December 31, 2013.

Town of Exeter
Analysis of Property Tax Receivables
As of March 31, 2012

DRAFT

<u>Bill Year</u>	Balance Outstanding as of <u>03/31/12</u>	Balance Outstanding as of <u>12/31/11</u>	<u>Variance</u>	% <u>Change</u>
2009	200,800	239,942	39,142	16%
2010	371,428	459,287	87,859	19%
2011	828,065	1,697,762	869,697	51%
Grand Total	<u>1,400,293</u>	<u>2,396,991</u>	<u>996,698</u>	<u>42%</u>

As of March 31, 2012, 98% of all property taxes billed in 2011 have been collected.

Town of Exeter
 Report of Revolving Funds
 For the Quarter Ended March 31, 2013

DRAFT

CATV Fund

Description	Budget	Actual	Balance	% Collected /Spent	Notes
CATV Revenue	\$ 108,100		\$ 108,100	0%	50% of Comcast Revenue to General Fund and 50% to CATV Fund
CATV Expenses					
CT Fund-Sal/Wages FT	\$ 16,012	\$ 3,923	\$ 12,089	25%	20% of FT IT Wages
CT Fund - Sal/Wages PT	10,100	2,221	7,879	22%	20% of PT IT Wages
CT Fund- Health Insurance	3,592	898	2,694	25%	
CT Fund- Dental Insurance	100	25	75	25%	
CT Fund- Life Insurance	24	6	18	25%	
CT Fund - FICA	1,619	363	1,256	22%	
CT Fund - Medicare	379	85	294	22%	
CT Fund - Town Retirement	1,570	345	1,225	22%	
CT Fund - Supplies	6,750	179	6,571	3%	
CT Fund - Postage	50		50	0%	
CT fund - E Channel Assessment	9,500		9,500	0%	Annual Assessment from SAU 16
CT Fund- Consulting Services	20,000		20,000	0%	
CT Fund - Contracted Services	2,000		2,000	0%	
CT Fund- Legal Expense	250		250	0%	
CT Fund - Dues	250		250	0%	
CT Fund - Internet Services	4,200	847	3,353	20%	
CT - Capital Outlay CATV	10,000		10,000	0%	
Total Expenses	\$ 86,396	\$ 8,892	\$ 77,504	10%	
Net Income/(Loss)	\$ 21,704	\$ (8,892)	\$ 30,596	-41%	

Recreation Revolving Fund Revenue

Description	Budget	Actual	Balance	% Collected /Spent	Notes
Rec -Special Events	\$ 80,000		\$ 80,000	0%	Includes PowderKeg Festival
Rec Concession Stand Rev	28,000		28,000	0%	
Rec Pool Program	45,000		45,000	0%	Summer Adventure Camp and Teem Camp
Rec Program Revenue	269,000	141,318	127,682	53%	Revenues
Rec Swimming Program	28,500	28,180	320	99%	Swim Lessons
Rec Trips Program	10,000	1,939	8,061	19%	
Interest Income-Fund 08	-	1	(1)	0%	
Rec Rev Transfers In	20,000	620	19,380	3%	
Total Revenue	\$ 480,500	\$ 172,058	\$ 308,442	36%	The bulk of the revenue is collected during the spring and summer months
RR- Sal/Wages Temp	\$ 145,000	\$ 7,290	\$ 137,710	5%	
RR- FICA	8,990	452	8,538	5%	
RR- Medicare	2,103	106	1,997	5%	
RR- Water/Sewer Bills	10,200	-	10,200	0%	
RR - Pool Maintenance	3,000	-	3,000	0%	
RR- Supplies	50	-	50	0%	
RR - Pool Supplies	6,500	-	6,500	0%	
RR- Pool Food Supplies	14,000	-	14,000	0%	
RR- Equipment & Supplies	50	-	50	0%	
RR- Bank Card Fees	4,400	1,963	2,437	45%	
RR- Cell Phones	1,500	233	1,267	16%	
RR- Advertising	300	-	300	0%	
RR- Dues	565	455	110	81%	
RR- Printing	12,000	5,337	6,663	44%	
RR- Public Safety Detail	1,100	-	1,100	0%	
RR- Trips	7,000	4,183	2,817	60%	
RR- Rec Programs	115,000	9,257	105,743	8%	
RR- Special Events	65,000	1,112	63,888	2%	Festival
RR- Software Contract	6,000	1,642	4,358	27%	Rec Trac Software
RR- Travel Reimbursement	50	-	50	0%	
RR- Conf/Room/Meals	2,000	90	1,910	5%	
RR- Capital Outlay	20,000	7,642	12,358	38%	Memorial
Total Expense	424,808	39,761	385,047	9%	
Net Income/(Loss)	\$ 55,692	\$ 132,297	\$ (76,605)	238%	

Town of Exeter
 Report of Revolving Funds
 For the Quarter Ended March 31, 2013

DRAFT

Ambulance Revolving Fund	Budget	Actual	Balance	% Collected /Spent
EMS- Ambulance Transport Revenue	\$ 448,971	\$ 103,401	\$ 345,570	23%
EMS - Salaries/Wages FT	\$ 41,968	\$ 10,058	\$ 31,910	24% Dispatch Wages
EMS-Salaries/Wages OT	78,489	11,721	66,768	15% OT for all paramedics
EMS- Longevity Pay	350	-	350	0%
EMS-Health Insurance	24,247	6,059	18,188	25% Health Insurance for Dispatcher
EMS-Dental Insurance	1,634	408	1,226	25% Dental Insurance for Dispatcher
EMS- Life Insurance	72	15	57	21% Life Insurance for Dispatcher
EMS- FICA	2,624	582	2,042	22% Payroll Taxes for FT and OT Wages
EMS-Medicare	1,752	283	1,469	16% Payroll Taxes for FT and OT Wages
EMS-Retirement Town	4,150	885	3,265	21% Retirement for Dispatcher
EMS-Retirement Fire	19,869	2,628	17,241	13% Retirement for Fire/Paramedics
EMS-Vehicle Maintenance	5,500	659	4,841	12%
EMS-Third Party Collection Fees	19,800	3,962	15,838	20% Amulance Thlrld Party Billing Service
EMS-Postage	550	26	524	5%
EMS-Paramedic Training	10,645	10,310	335	97%
EMS- Emergency Medical Supplies	23,500	7,289	16,211	31%
EMS-Medical Equipt Maint	14,785	2,007	12,728	14%
EMS-Contracted Training	6,670	260	6,410	4%
EMS- Cell Phones	1,720	-	1,720	0%
EMS - Ambulance Refunds	1,300	-	1,300	0%
EMS - Fuel	4,186	1,462	2,724	35%
EMS - Ambulance Lease	61,883	30,969	30,914	50% Lease
Total Expense	\$ 325,644	\$ 89,584	\$ 89,584	28%
Net Income/(Loss)	\$ 123,327	\$ 13,817	\$ 255,986	11%



TOWN OF EXETER, NEW HAMPSHIRE

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

www.town.exeter.nh.us

INTEROFFICE MEMORANDUM

TO: EXETER BOARD OF SELECTMEN
FROM: DOREEN RAVELL
SUBJECT: RECOMMENDATION TO ADOPT A POLICY FOR THE IRS STANDARD MILEAGE RATE
DATE: APRIL 23, 2013
CC: RUSS DEAN

The Town of Exeter currently reimburses employee business-related mileage at the 2008 IRS mileage reimbursement rate of 50.5 cents per mile. On Jan. 1, 2013, the IRS standard mileage rate for the use of a car (also vans, pickups or panel trucks) changed to 56.5 cents per mile for business miles driven. The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile.

Based upon a NHGFOA survey taken on April 22, 2013, the majority of NH Towns/Cities reimburse employee business related mileage at the current IRS standard mileage rate of 56.5 cents per mile. It is my recommendation for the Town of Exeter to adopt the current IRS standard mileage rate effective as of April 29, 2013. Furthermore it is recommended the Exeter Board of Selectmen adopt a policy to update the mileage reimbursement rate each year in January in accordance with the Federal standard mileage rate. The Selectman will be notified of the change each year by the Finance Department and accept the new mileage rate as needed.



State of New Hampshire

Department of Labor

David M. Wihby
Acting Labor
Commissioner

Hugh J. Gallen
State Office Park
Spaulding Building
95 Pleasant Street
Concord, NH 03301
603/271-3176
TDD Access: Relay NH
1-800-735-2964
FAX: 603/271-6149
<http://www.nh.gov/labor>

Mileage Reimbursement Rate Change

Effective January 1, 2013, the standard mileage reimbursement rate for transportation expenses as set by the Internal Revenue Service will be 56.5 cents per mile.

This increases the mileage reimbursement rate payable under RSA 281-A:23 Medical, Hospital & Remedial Care.

This rate should be used by Workers' Compensation Carriers for reimbursement for eligible Workers' Compensation travel expenses incurred on or after January 1, 2013.

Questions about reimbursement for expenses associated with Workers' Compensation injuries and occupational illnesses should be addressed to NH Department of Labor Workers' Compensation Division. Contact information is below.

Applicable Law:

[RSA 281-A:23](#)

Other Links:

[NH DOL mileage reimbursement rates](#)

[IRS mileage rate information](#)

NH DOL Workers' Compensation Division contact information:

By email: workerscomp@labor.state.nh.us

By phone: (603) 271-3174 or (603) 271-6149

By mail: Workers' Compensation Division
NH Department of Labor
95 Pleasant Street
Concord, NH 03301

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Russ Dean 
RE: Additional Mileage Expenses
DATE: April 29, 2013

The Finance Department calculated estimated that 6,665 miles for travel are reimbursed each year at 50.5 cents per mile. Using the current IRS rate of 56.5 cents per mile, it is estimated that the difference of 6 cents per mile equates to approximately \$400 per year additional over a 12 month cycle.

This information was provided by the Finance Department after an analysis of the Town's travel reimbursement accounts.



MEMO

To: Board of Selectmen

Cc: Russ Dean, Town Manager; Jennifer Perry, DPW Director

From: Michael Jeffers, W&S Managing Engineer

Date: February 19, 2013

Ref: Combination Sewer Cleaner Vehicle Bids (received April 15, 2013)

An RFP was released on April 1, 2013, for a Combination Sewer Cleaner Vehicle (FY13, warrant article # 26; \$424,831). Sealed bids were due by 4:00 p.m., April 15th, and three bids were received and opened by the Board of Selectmen that evening. All bidders met, or nearly met, the design specifications.

The results follow ranked in order from lowest to highest bid:

- 1) **\$364,525; HP Fairfield, LLC**, representing Camel Sewer & Catch Basin Cleaners
- 2) **\$369,000; C.N. Wood, Inc.**, representing Vactor Sewer & Catch Basin Cleaners
- 3) **\$385,790.38; New England Municipal Equipment, Inc.**, representing Vac Con Sewer & Catch Basin Cleaners

The Water & Sewer Department recommends the bid be awarded to the second lowest bidder, C.N. Wood, at the sum of \$369,000. This bid is \$4,475 higher than the lowest bidder. Rationale for this slight cost difference is as follows:

- The Town has a Vactor spare parts inventory of at least \$5,000 in value (or higher) that will still fit the newer Vactor unit; a totally refurbished water/solids separator “Cyclone” being the principal spare part.
- Safety issue: Both the Camel and Vactor units have power hose rewind but only the Vactor unit has a “hands free” hose spool mechanism that recoils the hose back and forth evenly (think of how a fishing casting rod reel evenly rewinds your fishing line). An operator must manually use his/her hands to guide the hose left-right-left for the Camel unit.
- Redundant systems: The Camel has a single vacuum pump and single “Cyclone separator”. The Vactor has dual vacuum pumps and dual cyclone separators; one of each can “go down” but the machine can still be used until repairs are made.
- Fuel efficiency and wear: The Camel unit uses a single diesel engine that both powers the truck for street travel and powers the pressure cleaning and vacuum units. The Vactor unit has a second smaller designated diesel engine used only for the pressure cleaning and vacuum units. This lowers fuel costs for both travel and sewer operations and reduces the total operating hours (less wear, more longevity) for both engines.
- Town staff prefers the simple hinged dump body for debris removal on the Vactor waste tank to the automatic-clean sealed waste tank on the camel. Should the automated system jam or fail, a mechanic or operator must enter an enclosed space through a hatch to perform repairs.
- The department found the current eight year old Vactor unit to be very reliable and of high quality, it was used for three years beyond the maximum recommended life.

Memo

To: Board of Selectman, Town Manager
From: Assistant Chief Berkenbush
CC: Chief Comeau, File
Date: **April 25, 2013**
Re: Public Health Network Grant

I would like to request the Board of Selectmen accept the Regional Public Health Network Grant from July 1 2013 to June 30, 2015. The total grant award for both years is \$302,902.00. The Town will receive \$14,443.74 each year or a total of \$28,887.48 for both years for indirect costs of 11%. This grant includes All Health Hazards Planning, Mary Cook's position, as well as Substance misuse program. The substance misuse program will be administered by the United Way.

If you have any questions please feel free to contact me.

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	x
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	x
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	x
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	x
Exeter Economic Development Commission	Cynthia	Tokos	156 Front Street Tower #42	Exeter, NH 03833	4/30/2013	3 years	x
Exeter Housing Authority	George	St. Amour	4 Stoney Brook Lane	Exeter, NH 03833	4/30/2013	5 years	x
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	x
Historic District Commission	Wendy	Bergeron	30 Pine Meadows Dr	Exeter, NH 03833	4/30/2013	3 years	x
Historic District Commission	Nicole	Martineau	9 Columbus Avenue	Exeter, NH 03833	4/30/2013	3 years	x
Historic District Commission	Fred	Kollmorgen	70 Front Street	Exeter, NH 03833	4/30/2013	3 years	x
Planning Board	Pete	Cameron	15 Sandstone Way	Exeter, NH 03833	4/30/2012	3 years	x
Planning Board	Kenneth	Knowles	8 School Street	Exeter, NH 03833	4/30/2013	3 years	x
Planning Board	Gwen	English	44 Breatwood Road	Exeter, NH 03833	4/30/2013	3 years	x
Planning Board	Langdon	Plumer	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
Rockingham Planning Commission	Langdon	Plumer	7 Gary Lane	Exeter, NH 03833	4/30/2013	3 years	x
Zoning Board of Adjustment	Hank	Quimet	8 Crawford Avenue	Exeter, NH 03833	4/30/2013	3 years	x
Water and Sewer Advisory Committee	Paul	Scaffidi	26 Jady Hill Ave	Exeter, NH 03833	4/30/2013	3 years	x
Water and Sewer Advisory Committee	Jim	Tanis	21 Elliot Street	Exeter, NH 03833	4/30/2013	3 years	x



TOWN OF EXETER, NEW HAMPSHIRE

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www.town.exeter.nh.us

April 19, 2013

TO: Board of Selectmen
Russ Dean

FROM: Mike Favreau

RE: Surplus Goods At Senior Center

The Meals on Wheels program has requested that they be allowed to clear out a corner of the Senior Center to make it more usable. The area currently has an old sofa and two old chairs, three old computers, three stands and an organ. These items do not get use and are not used by any other groups in the building.

I am requesting on their behalf that these items be declared surplus so that I can go through the process of offering them to Town departments and other groups before disposal. Thank you.

List for Selectmen's meeting April 29, 2013

Abatements

<u>Map/Lot</u>	<u>Location</u>	<u>Refund</u>
----------------	-----------------	---------------

Elderly Exemption

<u>Map/Lot</u>	<u>Location</u>	<u>Exemption</u>
32/12/14	20 Beech Hill Rd Lot 14	152,251
74/54	2 LaPerle Ave	152,251
95/64/187	7 Hilton Ave	152,251
95/64/353	3 Juniper Street	152,251
104/79/113	113 Exeter River Landing	183,751
64/65	3 Jady Hill Court	152,251

Veteran's Credit

<u>Map/Lot</u>	<u>Location</u>	<u>Credit</u>
61/4	58 Brentwood Road	denial

Disability Exemption

<u>Map/Lot</u>	<u>Location</u>	<u>Exemption</u>
95/64/85	7 Alder Street	125,000
32/12/23	23 Beech Hill MH Park	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: 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: Jayne Butcher Address: 9 Rollins Farm Rd
Town/State/Zip: Stratham NH 03885 Phone: 603-793-9388
Email: butcherjc@comcast.net Date of Application: _____

Organization Information:

Name: Bedford Off Broadway Address: PO Box 10321
Town/State/Zip: Bedford NH 03110 Phone: 603/785-0011

Reservation Information:

Type of Event/Meeting: Theatrical Performance Date: July 14-July 21
Times of Event: evening & ^{late} afternoon Times needed for set-up/clean-up: _____
of tables: 0 # of chairs: 120
List materials being used for this event: chairs
Will food/beverages be served? Yes Description: Bottled water & baked goods

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.

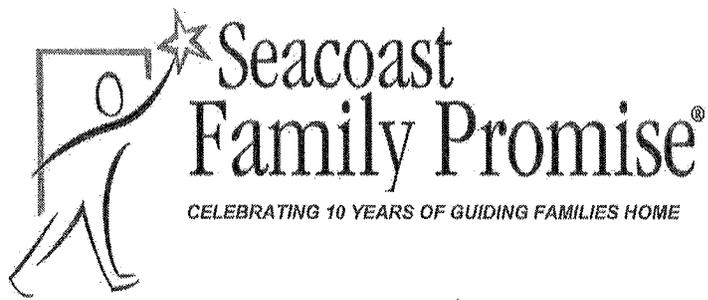
Keys: Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with 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: [Signature] Date: 4-16-13

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



April 19, 2013

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



Dear Members of the Board,

Seacoast Family Promise (SFP) is celebrating! In 2013 Seacoast Family Promise celebrates 10 years of guiding families home and it has been possible through *your* kindness and support.

Thanks to donors like you, SFP has been able to provide safe and effective services to local families with children experiencing homelessness. Also, you have allowed SFP to successfully fulfill its mission to empower families experiencing homelessness to achieve lasting self-sufficiency.



Your recent generous gift of \$250 dated April 12, 2013, and your commitment to helping displaced families in our community weather the crises in their lives is appreciated by those who help them and, most importantly, by those who benefit from our services.

Please join us in celebrating this year by planning a visit to our Day Center in Stratham. We know that you will enjoy meeting staff and the families you support.

Meanwhile, we will keep you updated on our SFP families through our annual report, e-newsletter and weekly update emails.

Again, thank you.

Pati Frew-Waters
Executive Director



Anthony and Laura Picciano
8A Greenleaf Drive
Exeter, NH 03833

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

April 14, 2013

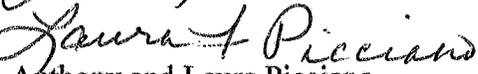
To the Board:

We regret that we are unable to attend tonight's meeting. We would like to express our opinion regarding the passage of Article 35.

We believe that the will of the citizens of Exeter should be honored in a timely manner. A significant majority voted in March to have a receptionist to greet visitors and answer the telephone in the Town Office Building.

The people have spoken and it is time for the board to honor that vote.

Sincerely,



Anthony and Laura Picciano



April 23, 2013

Via UPS

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

RE: Price Adjustment – July 1, 2013

Dear Chairman and Members of the Board:

In keeping with our commitment to provide you with regular updates, I am writing to advise that due to changes we incur in programming and other business costs we need to periodically adjust prices on certain video services, equipment and installation fees. Attached, please find the customer notice which outlines changes for your community effective July 1, 2013. Customers are being noticed, in advance, of this information.

Should have any questions regarding this information please do not hesitate to contact me at 603.334.3603.

Sincerely,

Jay Somers

Jay Somers, Sr. Manager
Government & Regulatory Affairs

IMPORTANT PRICE ADJUSTMENT INFORMATION for Epping & Exeter, NH

Dear Valued Customer:

May, 2013

All of us at Comcast are committed to improving your entertainment and communications experience, and we continue to invest in making your services even better. While we continue to make these and other investments, we periodically need to adjust prices due to changes we incur in programming and other business costs. Starting July 1, 2013, or with your next bill thereafter, new prices will apply to certain video services, equipment and installation fees as indicated in this notice.

We'd welcome the opportunity to help you find the perfect package that meets your needs. Visit us at xfinity.com or call us at 1-800-XFINITY to learn more.

Thank you for being a Comcast customer. We look forward to continuing to serve you.

Prices shown are for residential service only and do not include federal, state and local taxes, FCC user and franchise fees or Regulatory Recovery fees or other related costs. If you are currently receiving services on a promotional basis, under a minimum term agreement associated with a specific rate, or in the guaranteed period of one of our SurePrice™ plans, the prices for those specific services will not be affected during the applicable promotion, minimum term or SurePrice™ period. After a notice of an increase in rates, you may change your level of service at no additional charge for a period of 30 days from the effective date of the change. Please refer to your billing statement for your Local Franchising Authority's name and address. Prices, services and features are subject to change. Not all services are available in all areas.

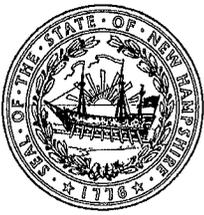
VIDEO EQUIPMENT

	Current Price	New Price Eff. 07/01/13
Limited Basic Only Converter	\$ 0.60	\$ 1.00
Digital Converter	\$ 2.15	\$ 2.50
HD Digital Converter (Limited Basic Only)	\$ 2.15	\$ 2.20

INSTALLATION FEES (per occurrence unless noted) ¹

	Current Price	New Price Eff. 07/01/13
Installation of each Additional Outlet after initial installation of service	\$31.50	\$32.15
Activation of each Additional Outlet after initial installation of service	\$21.75	\$22.05
Relocate Additional Outlet after initial installation of service	\$13.60	\$28.55
Upgrade Standard Definition DVR or HD DVR Service	\$20.05	\$26.30
Upgrade of Service (In-home visit required)	\$20.05	\$26.30

¹ Does not include Extreme 305 or Extreme 105 Internet Service installation charge, wireless networking, professional internet installation, Voice installation fees or activation fees.



State of New Hampshire

HOUSE OF REPRESENTATIVES
33 North State Street
Legislative Office Building, Room 302
Concord, NH 03301-6334

Edward A Butler
Chairman
Donna L Schlachman
Vice Chairman

TEL: (603) 271-3369
TDD Access: Relay NH 1-800-735-2964

COMMITTEE ON COMMERCE AND CONSUMER AFFAIRS

April 17, 2013

Chief Richard Kane
Exeter Police Department
20 Court Street
Exeter, NH 03833

Dear Chief Kane,

Just wanted to thank you for attending the Senate Hearing on HB 573-FN relative to the use of cannabis for therapeutic purposes. I was not aware that you were at the hearing until someone on the drive home mentioned having seen you there. I hope that the hearing was helpful in expanding your understanding of the purposes and intent and the work we have done, and are doing, to address stakeholder concerns.

We continue to work with House and Senate colleagues, the Governor's Office, the Department of Health and Human Services, the Attorney General's office, and the NH Medical Society to amend the bill further -adding more oversight, accountability, and protections against abuse and diversion.

The General Court appreciates that, as Chief Kane indicated in his testimony, law enforcement will always be against the use of therapeutic cannabis until the DEA gives its approval. Hence, we look to the 2009 Ogden Memorandum and the 2011 Cole Memorandum from the US Department of Justice as a guide to the disinterest in using their "limited resources on the prosecution of seriously ill individuals who use marijuana as part of a medically recommended treatment regimen consistent with state laws, or on their individual caregivers" (as stated in a letter from US Attorney Charles Oberly on Feb. 9, 2012.) Clearly the proposed Alternative Treatment Centers, where patients who cannot "self-grow" would access their cannabis under this law, are of greatest concern for US Department of Justice. Some of the earlier states' laws have few, if any, controls over these sites and they have been the cause of considerable diversion. Our bill is quite restrictive in the number (3 changed from 5) and size of these ATCs and there is considerable monitoring and oversight.

I welcome your questions/suggestions for this legislation as we work on final amendments. I will be out of town until next Wednesday but will be checking email.

I hope that you will resume your practice of keeping me, and the other Exeter members of the General Court, apprised of legislation you are following now that bills have crossed over from the Senate to the House. The next House Session is April 24th.

Sincerely,

Rep. Donna Schlachman

cc: Russ Dean, Town Manager



National Alliance on Mental Illness

NAMI New Hampshire

April 19, 2013

Mr. Don Clement
Chairman of the Board of Selectman
Town of Exeter
10 Front Street
Exeter, NH 03833
Mr. Clement:

We would like to commend Chief Kane and officers at the Exeter Police Department for their active role in promoting suicide prevention and safety for residents of Exeter, particularly the youth. Recently Chief Kane and several members of his department attended a Connect Youth Suicide prevention training for law enforcement offered by NAMI NH at the Exeter High School. Five officers including the Chief, captain, sergeant, juvenile detective and a patrol officer joined several surrounding police departments in attending the training. This level of participation provided representation from every level of the department ensuring a comprehensive approach and broad dissemination of skills and information provided by the training. NAMI NH's Connect program is a National Best Practice Program in Suicide Prevention. Please note that this training was made possible through the fund raising efforts of high school student Colin Seeley and his peers and the generous donations of citizens and organizations in the Seacoast community. This training is one of several suicide prevention initiatives that was made possible through these funds which will benefit the region.

We have observed The Exeter Police Department working closely with the school system as well as parents and community members to implement best practices in suicide prevention and get information out to key stakeholders and members of the community to raise awareness about warning signs for suicide and what action to take if someone is at risk. Recently, the police utilized the knowledge and skills they learned in the training in responding to an e-mail alerting them to a youth at risk. Their rapid response likely saved this young person's life.

We often hear of the tragedies that occur but rarely have the opportunity to learn of the many lives that are saved by caring citizens and dedicated first responders like the Exeter Police Department who are taking their training and responsibility seriously and ensuring the safety of vulnerable individuals in the community.

Having had the privilege of working with all of you directly, we want to acknowledge the work of the Exeter Police Department, the Exeter School District (staff, administration, students, parents, volunteers), the citizens of Exeter and the Town of Exeter for your efforts in strengthening the health and safety of the members of your community.

Sincerely,

Elaine de Mello
Supervisor of Training and Prevention Services
NAMI NH

Find Help, Find Hope

NAMI New Hampshire • 85 North State Street • Concord, NH 03301
InfoLine: 800-242-6264 • Tel. 603-225-5359 • Fax 603-228-8848 • info@naminh.org / www.NAMINH.org

Local police train in suicide prevention

Training includes how to spot warning signs and talk to those at risk

By **Aaron Sanborn**

asanborn@seacoastonline.com

April 19, 2013 2:00 AM

EXETER — Law enforcement officials from around the Seacoast gathered at the Exeter High School Monday to take part in a special training session on suicide prevention.

The training, which was instructed by the National Alliance on Mental Illness (NAMI-NH), was part of an ongoing suicide prevention education initiative that includes training school staff district-wide and students at the Exeter High School and within the SAU 16 school district.

Officers from Exeter, East Kingston, Newfields, Stratham, Newmarket, Brentwood and Hampton attended the training.

Elaine de Mello, supervisor of training and prevention, said the officer training is another tool in the communities' toolbox to intervene prior to something happening.

"The more people we reach, the bigger the safety net gets," de Mello said. "As it spreads further and further into the community, we catch people a lot earlier."

De Mello said the training focused on how to recognize risk factors, protective factors and warning signs for suicide in persons at risk and then how to connect with a person that is suicidal.

The training also focused on specific protocols for law enforcement, including how to respond to welfare checks and high risk situations, according to de Mello.

The special training was funded through an effort organized by Colin Seeley, an Exeter High School freshman from Brentwood.

Seeley raised \$8,720 through various pledge drives to go toward the training.

Seeley, a goalie for the '98 Elite Seacoast Spartans, took pledges for each save he made during a hockey game last year and was able to get goalies from other teams to participate. Several local businesses and organizations also donated to the cause.

Seeley's mother, Elyse Gallo, also helped to organize the training.

Exeter Police Chief Richard Kane said his department was represented by five officers at the training.

He said this type of training is touched upon at the Police Academy but the NAMI-NH training was a unique opportunity to get it in a different setting.

"It was absolutely worth it, without a doubt," Kane said. "It was very beneficial to our officers and I'm glad we had the opportunity."

Kane credited Seeley for putting the effort together.

Stratham Police Chief John Scippa said School Resource Officer Mike Oliveira was able to attend the training.

"He felt it was very informative and was glad to have the training," Scippa said.

De Mello said the training was going to be video taped, so officers who couldn't attend the training could watch it.

Training in preventing suicide will save lives

April 19, 2013 2:00 AM

Monday's suicide prevention training for local law enforcement officials is going to pay dividends.

With the help of National Alliance on Mental Illness (NAMI-NH) the Exeter area and SAU 16 community are dedicated to making a positive impact on our local teens by hosting special training sessions on suicide prevention.

Officers from Exeter, East Kingston, Newfields, Stratham, Newmarket, Brentwood and Hampton attended the April 15 training. They learned how to recognize risk factors, protective factors and warning signs for suicide in persons at risk and then how to connect with a person that is suicidal.

The special training was funded through an effort organized by Colin Seeley, an Exeter High School freshman from Brentwood. Next NAMI-N.H. plans to offer the youth leadership training, which was the original intent of Seeley's effort. That training will teach students to identify signs of suicide or other trouble in their peers and then reach out to an adult for help.

The past few years have been very difficult for the Exeter High School community after the suicide deaths of multiple young students. Those suicides have left community members wondering what could have been done to prevent these tragedies.

The more community members trained in suicide prevention the better. By providing police officers, health care workers, teachers, teens and adults with tools they need to spot warning signs of suicide, the hope is to be better able to detect and minimize the risk.

Exeter police, fire launch alert system**Will help notify residents of emergencies**

April 19, 2013 2:00 AM

EXETER — The town has contracted with Emergency Communications Network to license its CodeRED high-speed notification solution.

The CodeRED system provides Exeter public safety officials with the ability to quickly deliver messages to targeted areas or the entire town.

On April 29, the Exeter Communication Center will send out an emergency all call test message. This message will only reach home and business phones that are part of the 911 database.

Fire Chief Brian Comeau and Police Chief Richard Kane, caution that the system is only as good as the telephone number database supporting it. If your phone number is not in the database, you will not be called.

One of the reasons the CodeRED system was selected is it gives individuals and businesses the ability to add their own phone numbers directly into the system's database, which is an extremely important feature.

No one should automatically assume his or her phone number is included, according to Kane, who urges all individuals and businesses to log onto the Exeter police department website, www.town.exeter.nh.us/police, and follow the link to the CodeRED Community Notification Enrollment page.

Once connected to the CodeRED system you can choose how you want to be notified. Additional phone numbers can be entered as well. Other ways you may be contacted in an emergency include cell phone, e-mail, text, twitter and Facebook.

Those without internet access may call the Police Department at 772-1212 and ask for Supervisor Jim Devonshire, Monday through Friday 8 a.m. to 4 p.m. to supply their information over the phone. Required information includes first and last name, street address (no P.O. boxes), city, state, zip code, and primary phone number,

All businesses should register, as well as all individuals who have unlisted phone numbers, who have changed their phone number or address within the past year, as well as those who use cellular phone or Volp phone as their primary number.

CodeRED has a geographically based delivery, which means street addresses are required to ensure emergency notification calls are received by the proper individuals in a given situation. The system works for cell phones too, but we need to have the associated street address to provide relevant messages.

CodeRED gives those who want to be included an easy and secure method for inputting information. The data collected will only be used for emergency notification purposes.

For questions about the CodeRED system call Jim Devonshire at 772-1212 Monday to Friday 8 a.m. to 4 p.m.

Exeter(NH) Police Depart. Photos

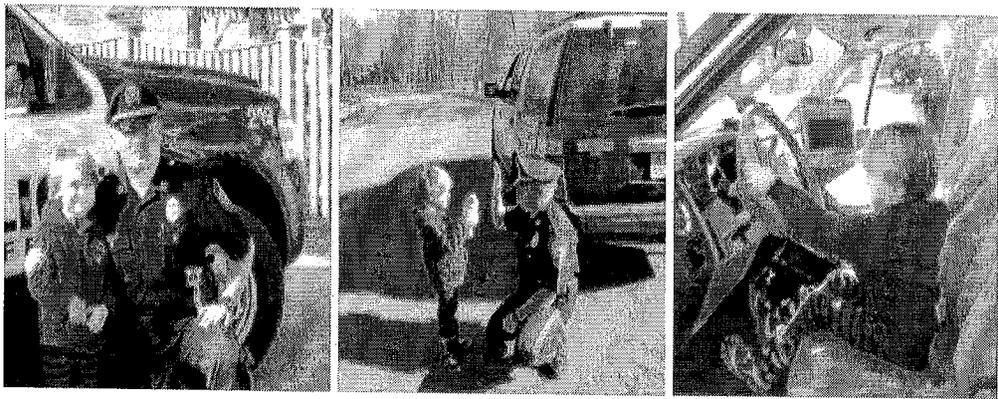
Photos of Exeter(NH) Police Department Photos Albums

Tag + Add Ph

Ride to School Winner

Yesterday · @ ·

Lucky winner of the Exeter Day School Auction to win a ride to school with Captain Shupel



Like · Comment · Share

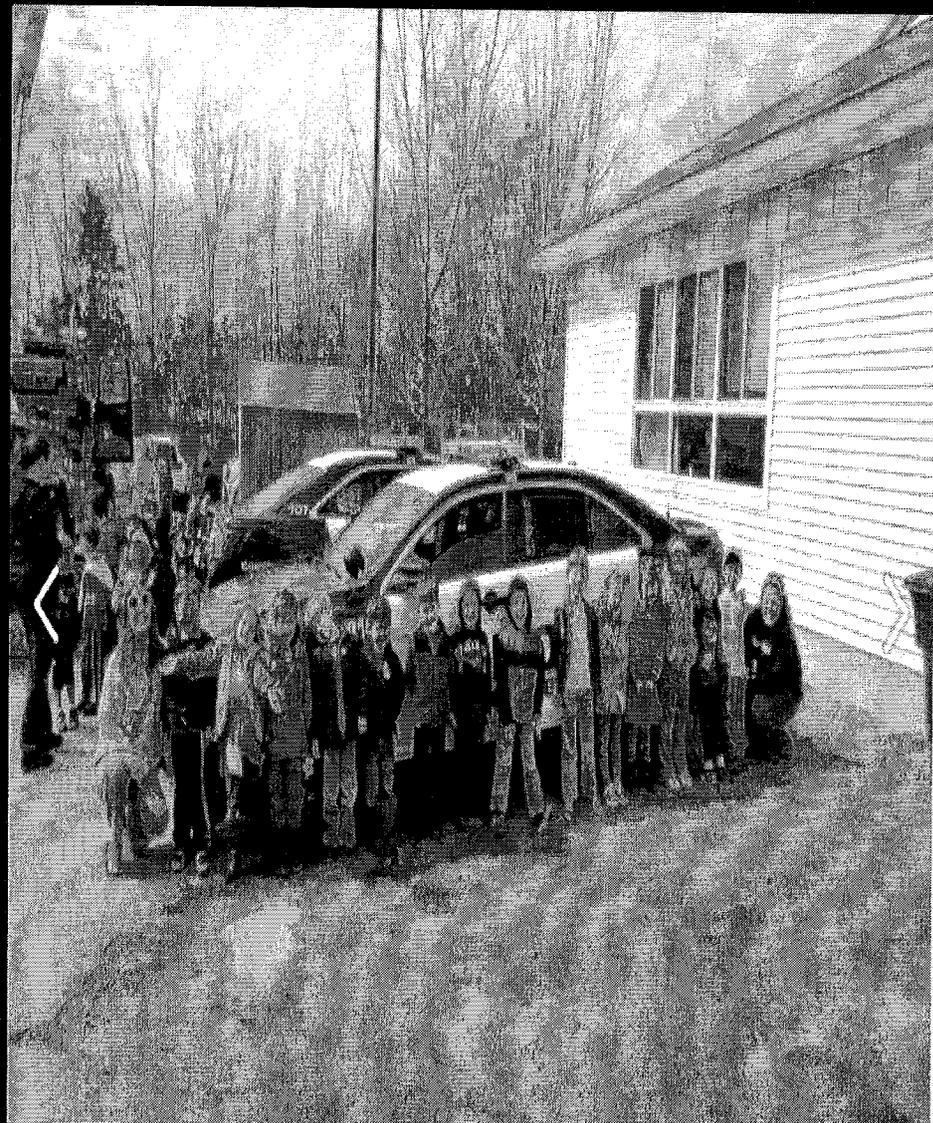
17 people like this.

Sandy Trowbridge Healy This is awesome! 18 hours ago · Like

VisitExeterNH Wow, this is great! 15 hours ago · Like

Write a comment...

Other Albums



Exeter(NH) Police Department
Liked · Tuesday

"Touch a Truck Day" at Applesseeds Day School!

Tag Photo Add Location Edit

Like · Comment · Share · Edit

27 people like this.

-  Brenda Lorr Schultz Is there a car there somewhere ? lol - nice pic
Tuesday at 1:45pm · Like
-  Heather Ault-Durant My son's class! Thank you so much !
Tuesday at 1:46pm via mobile · Like
-  Jason Nestor Cool
Tuesday at 2:55pm · Like
-  JoAnne V Davidson Great event for today in case the kids are frightened by what happened yesterday
Tuesday at 4:02pm via mobile · Like

Write a comment...

**TOWN OF EXETER
PLANNING DEPARTMENT MEMORANDUM**

Date: April 16, 2013
To: Russ Dean, Town Manager, and Exeter Board of Selectmen
CC: Robert Webb
From: Kristen Murphy, Natural Resource Planner
Subject: Bob Webb Parcel Discussion at the April 9th ConCom Meeting



At the Conservation Commission meeting Tuesday night Mr. Webb presented the group with a proposal regarding two pieces of property in Exeter. His goal was to cut timber from tax map 115 lot 22 (south of Route 101), and then following timber removal, exchange that property with the Town for tax map 44-2 (north of Brentwood Road). See the attached map for reference.

Background:

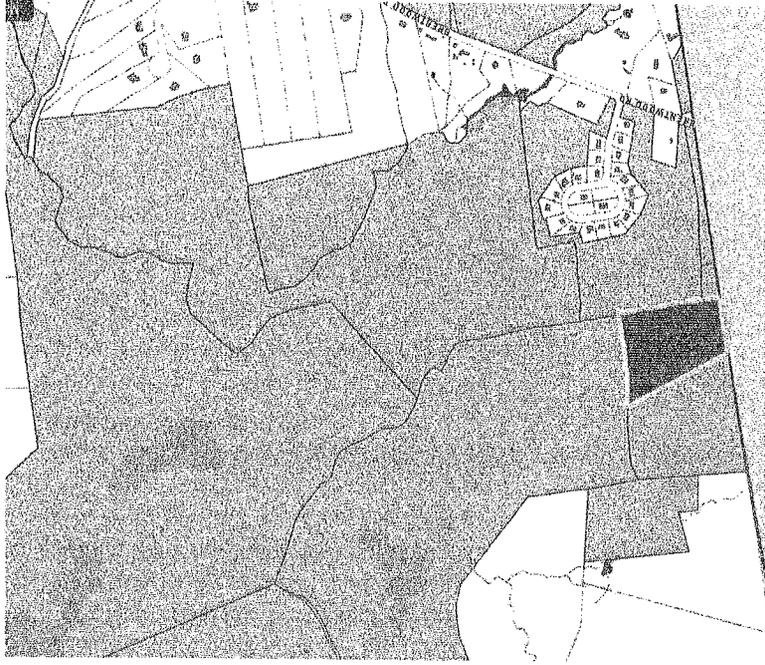
Mr. Webb has a 1980 tax collectors deed from the town for a parcel taken for unpaid taxes from S.J. Colcord and sold at a June 2, 1978 tax sale (Bk 2365/Pg 489). No tax map or lot number is indicated but the property is identified as Land – Oaklands – S. J. Colcord. Mr. Webb stated he has been paying taxes on this property since he acquired it. Mr. Webb stated that the location of this property is south of Route 101 within an area we know as the Henderson Swasey Town Forest. Given the confusing circumstances we contacted Title Pro LLC. to research the issue. Cilla Stiles of Title Pro provided a report of her findings.

In summary, she stated that the parcel Mr. Webb is referring to was not owned by S.J. Colcord at the time (he died in 1937). It was instead owned by James R. Dawson having been deeded to him in 1969. Dawson's widow deeded this property (and several others) to the Town in 1984 (Bk 2500/ Pg 1782) to be used for conservation, open space and recreation. Further, the deed states should these conditions be violated, the title of these parcels shall pass to the Society for the Protection of New Hampshire Forests.

ConCom Meeting Outcome:

The Commission entered non-public session to discuss the land exchange. The outcome of their deliberations was the following: given the Town also holds a deed for this same parcel in question, they did not feel Bob Webb has sufficiently proven his ownership. Therefore, no action was taken by the Conservation Commission on his request and will not be taken unless legal proof of his ownership of the parcel is provided.

If the Town Manager and Board of Selectmen would like the Conservation Commission to take any further action on this issue, please let me know.



Tax Map 44-2 Lot proposed for exchange shown below in yellow



Tax Map 115-22 Henderson Swasey Lot Shown in Red

*Wayne M. Patten
Joan Ellen Hayes
37 Haven Lane
Exeter, NH 03833-1844*

April 9, 2013

PRIMEX
Bow Brook Place
40 Donovan Street
Concord, NH 03301-2624

Subject: Primex letter of March 14, 2013 - File # GL2012153842
Attn: Robert T. Better

Mr. Better:

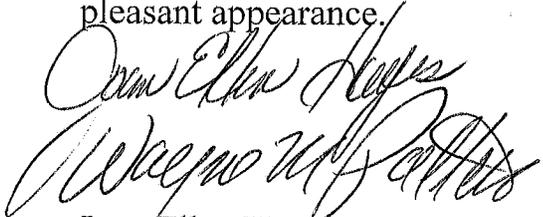
Please be advised that the Town of Exeter's proposal to "grind a straight line and repave from side to side" at the end of the town's 11.5 X 1.5 foot intrusion into our driveway is unacceptable. Such action fails to reestablish the driveway's contiguity and evenly colored appearance. The simplicity of this situation is that; no person involved would accept this proposal if the same were done to their driveway. Nor - would the Town of Exeter accept such a proposal if the same damage were inflicted upon it's property. (documented by Newsletter article of April 5 2013 regarding "Unitil Looks to Tear Up Town Roads To Replace Gas Lines" - copy attached). Does it make a difference which foot the shoe is on?

The Town of Exeter's proposal creates a big black un-matching swath at the start of our driveway. The awkward appearance would be that the street (for some unknown reason) extends 11 feet into our property. Kind of like Unitil causing a big black patch in town streets.

With the town's proposal, should we decide to sell our property in the reasonable future, said 11 X 20 foot eyesore at the entrance to our domain would devalue our sale five thousand - plus - dollars.

We are trying to be fair and reasonable about this trespass into and onto our property by agents for the Town of Exeter, NH. As directed, we obtained

and submitted a very reasonable proposal to re-top our entire driveway with one inch (finished) of bituminous paving. This is the only method that will conceal the damage done and reestablish the former neat smooth appearance. We care less whether this correction is carried out by Exeter's contractors or ours. Actually we prefer the Town's contractor carry out the correction. Nonetheless, we want our driveway restored to its former pleasant appearance.

Handwritten signatures of Joan Ellen Hayes and Wayne M. Patten in cursive script.

Joan Ellen Hayes & Wayne M. Patten

cc: Exeter Board of Selectmen

FILE PHOTO
Given the American Independence Museum's recent financial struggles, Exeter selectmen are considering allowing the museum to charge for the battle portrayal on Swasey Parkway during the American Independence Festival slated for July 20.

UNITIL LOOKS TO TEAR UP TOWN ROADS TO REPLACE GAS LINES

However, many roads were recently paved

BY AARON SANBORN
asanborn@seacoastonline.com

EXETER — Officials from Unitil and the town are looking to find middle ground on road repairs as the public utility looks to remove gas lines from multiple town roads over the next six months.

Unitil is hoping to start a piping replacement plan later this month that would result in removing bare steel gas piping from 10 roads and replacing them with a plastic protected, coded steel piping system.

However, town officials have expressed concern over Unitil digging up four of those roads because they were recently repaired.

Phil Johnson, a representative from Unitil, appeared before the Board of Selectmen at its April 1 meeting to discuss the project.

Johnson said the Public Utilities Commission is requiring then to remove the bare steel gas piping and they have 21 other towns to get to.

"We have to be real aggres-

sive because we have to get it done by 2017," he said.

Johnson said the utility's strategy has been to start with the communities that have the least amount of steel piping, such as Exeter.

The impacted roads include; Water, Salem, Park, Oak, Hall, Folsom and Thornton streets, along with Robin Lane, Wheelwright Avenue and Chestnut Hill Road.

Johnson said they would be digging trenches in the road to get the work done. He said Unitil would be replacing the pavement in the areas of the trenches are dug.

Selectmen expressed concern about this and the roads looking like "patchwork," particularly the roads that were recently repaved.

Exeter's Public Works Director Jennifer Perry said any type of excavation on a road reduces the longevity of the pavement.

"It's not just aesthetic, it is deteriorating the road over time," Perry said.

Perry said the department

wants to change its policy on road repair that would state that anywhere there's trench excavations of 200 feet in length on road surfaces that are less than 7 years old, those doing the excavation must repair the road with a full-length overlay from curb to curb.

Perry said this policy change would apply to Unitil's work on Water, Salem, Park and Oak streets.

"I realize this is probably an expense Unitil hasn't anticipated and I don't know if this will allow them to get in and out of Exeter by 2014 but we have to do something because we have so much invested in these streets," she said.

Officials from Unitil said it wouldn't commit to a full overlay but would do a grind and overlay from where the trench was dug to the roads' center-line.

Perry and Unitil have been urged to continue conversations about the work. The town has to sign off on permits before Unitil can begin work on the roads, which they would like to start on April 15.

State Law RSA 466:1 requires all dogs 4 months and older be licensed each year by APRIL 30. Dog owners can register on-line on the Town Website, by mail, or at the Town Clerk's Office. Failure to license your dog(s) by JUNE 20, 2013, will result in a \$25 civil forfeiture fine, \$5.00 service fee, cost of license and \$1.00 late fee paid to the Town Clerk under RSA 466:13; RSA 166:1 & 4, within 15 calendar days of the notice of forfeiture. Failure to license the dog and to pay civil forfeiture fine and all fees will result in a violation complaint being issued against the owner by our Animal Control Officer and the case may be disposed of in a district court as a violation with a fine not to exceed \$50, notwithstanding the provisions of RSA 651:2. The Town Clerk's Office hours are 8:15 am to 4:00 pm Monday - Friday.

To All Exeter Dog Owners!!!!

State Law RSA 466:1 requires all dogs (s) 4 months and older be licensed each year by April 30.

Failure to license your dog(s) by June 1, 2013 will result in a civil forfeiture fine of the cost of the dog license, a \$2.00 late fee, a \$25.00 civil forfeiture fine, and a \$5.00 service fee for each individual dog.

The civil forfeiture will be delivered by certified mail. Dog owners will have 15 days from the date of the forfeiture and will be in addition to all fees required for the licensing of the dog(s) in accordance with RSA 166:1 and 4.

Failure to license the dog and pay the forfeiture plus the cost of service to the Town Clerk shall result in a violation complaint being issued against the owner from our Dog Officer.

The Town Clerk's Office hours are 8:15 am to 4:00 pm Monday thru Friday.

Andrea Kohler
Town Clerk