

**Exeter Board of Selectmen Meeting
Monday, April 7th, 2014, 6:50 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. Board Interview: Budget Recommendations Committee
3. Proclamations
4. Bid Openings/Surplus Declarations
5. Discussion/Action Items
 - a. New Business
 - i. Sherri Nickson: Town Meeting Article 22
 - ii. Sportsmen's Club Annual Report
 - iii. Discussion: All Boards Meeting Topics
 - iv. Review RSA 79-E Process
 - b. Old Business-
 - i. 2014-15 BOS Committee Assignments
 - ii. Review Boards/Committees
6. Regular Business
 - a. Review and Approve Minutes: March 24th, 2014
 - b. Tax, Water/Sewer Abatements & Exemptions
 - c. Permits & Approvals
 - d. Appointments
 - e. Town Manager Updates
 - f. Selectmen's Committee Updates
 - g. Correspondence
7. Public Comment
8. Review Board Calendar
9. Non Public Session
10. Adjournment

Julie Gilman, Chairwoman
Board of Selectmen

Posted: 4/4/14 Town Office, Town Hall, Town Website

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



Town Manager's Office

Town of Exeter
Boards, Commissions & Committees
Appointment Application

MAR 14 2014

Received

Committee Selection:

1st Choice: Budget 2nd Choice: Economic Devel

Name: Stephanie Canty

Address: 6 Guil St, Exeter

Email: SC-PR@yahoo

Phone: 603-580-5599 Cell: 603-397-7704

Please describe your interest in serving on this committee.

see attached

Please provide any background information that would be of interest to the Board when considering your application, including previous committee service or other relevant experience. (resume can be attached)

see attached

Are you aware of any conflicts that could arise affecting your service on this committee?

n/a

Are you aware of the meeting schedule and able to commit to attending regularly?

YES

NO

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Selectmen
- Following the interview the Board will vote on your potential appointment at the next regular meeting
- If appointed, you will receive a letter from the Town Manager and will be required to complete paperwork with the Town Clerk prior to the start of your service on the committee or board.

Signature: Stephanie Canty Date: 3/12/2014

Please submit to: Town Manager, Town of Exeter 10 Front Street Exeter, NH 03833

Stephanie Canty
6 Gill Street
Exeter, New Hampshire 03833
(603) 397-7704
sc_pr@yahoo.com

Entrepreneur, Public Relations

New Hampshire 2013 to present

Provide consulting services to non-profit agencies and small businesses in the area of Public Relations. Development of creative marketing plans, public relations campaigns, and effective social media platforms to promote their message. I also serve as an agent of my clients, providing representation at Chamber meetings, town meetings and local business networking opportunities.

Owner, Anchor Marketing & Public Relations

Long Island, New York 2005 – 2007

Owned and operated a business in Long Island, New York for organizations to achieve stronger public and brand awareness through multi-media campaigns. Successful endeavors included; broadening the public awareness of breast cancer research on Long Island while consulting for a local breast cancer research fund, created, photographed and designed a triumphant R-O-I on a direct mailing brochure for a technology company, established a recognizable radio campaign for an accounting firm, and generated a useful bi-monthly newsletter for large business to communicate directly with their clients.

Marketing Director, Mayer & Company CPA's

Long Island, New York City and Westhampton, New York 2003- 2005

Handled all marketing and public relations for a multi office accounting firm. Provided client relations through a monthly newsletter and various educational events. Developed ad campaigns for local and national advertising medias. Represented partners in various capacities including networking events and college fairs to screen potential employees. Also ran a non-profit division of the company to raise funds for cancer, successfully coordinated, advertised and promoted the event to raise over \$50,000 for local charities.

Assistant Marketing Manager, General Growth Properties

(Natick Mall, Natick, Massachusetts)

Chicago, Illinois 2000- 2002

Marketing Manager, Nomax

St. Louis, Missouri 1998- 2000

Sales Coordinator, Group 360,

St. Louis, Missouri 1997- 1998

William Woods University 1997

Fulton, Missouri

BS- Business Administration, Marketing

Please describe your interest in serving on this committee:

By fall 2014 both my children will be at Main Street, offering me a bit of extra time to volunteer and serve the community. I have become extremely interested in the functionality of these committees and how it relates directly to residents of Exeter. I plan to be open minded and available to the committee as much as possible. I look forward to working with all of the Selectman, Town Manager and other committees.

Please provide any background information that would be of interest to the Board when considering your application, including previous committee service or other relevant experience.

My Resume is attached for review.

I have a background in Public Relations and I have also been a long time sole proprietor, owning my own business in this field.

I was most recently President of the Exeter Area GFWC club and have been an active participant with Exeter PTO serving as a volunteer for special activities and volunteering in the classroom.

I own and operate three homes, one being a full time rental at a busy vacation location spot. I am fiscally responsible, always have been.



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

DRAFT

April 2, 2014

(Insert Name)
Address

RE: Town of Exeter 2014 Annual Town Meeting Warrant Article 22

Dear [Name],

This letter serves as notification that the citizens of The Town of Exeter, New Hampshire, passed by a majority vote (1158 Yes, 872 No) the following article:

"By petition of Stephanie Marshall and others, Shall the Town express its opposition to the transport of toxic tar sands oil through New Hampshire" and to communicate this opposition to the chief executive officers of those companies directly involved in the production and proposed transportation of tar sands oil."

The Town of Exeter Town Meeting opposes this proposed reversal and altered use of the pipeline because of the toxic nature of tar sands oil and the age of the pipeline itself. The 50 year old pipeline is constructed of materials that were not meant for the high temperatures, pressure and corrosive chemicals that compose tar sands oil. Reversing the flow of a pipeline increases risk of mechanical failure. A leak in this pipeline would pose a significant risk to the water systems and to the health of the people living in the area of New Hampshire the pipeline traverses.

Regards,

Julie Gilman, Chairwoman
Exeter Board of Selectmen

CC: Stephanie Marshall, Petitioner

Article 22

On petition of Stephanie Marshall and others, “to see if the Town will vote to express its opposition to the transport of toxic tar sands oil through New Hampshire, and further, to (1) communicate this opposition to the Governor and NH General Court and to the New Hampshire delegation in the US Congress requesting they take all reasonable steps to oppose the transport of tar sands oil through New Hampshire, and (2) to send a copy of this resolution and the official results from the Town Meeting vote to all relevant state and federal officials, including the NH Office of Energy and Planning, the N.H. Site Evaluation Committee and the U.S. State Department, as well as the chief executive officers of those companies directly involved in the production and proposed transportation of tar sands oil including Portland Pipe Line Corporation, Montreal Pipe Line Limited, Imperial Oil, ExxonMobil, and Enbridge, Inc.”

Majority vote required.

Mailing List: Article 22 Letter re: Tar Sands
Provided by Sherri Nickson and Stephanie Marshall

Governor Maggie Hassan
Office of the Governor
State House
107 North Main Street
Concord, NH 03301

Senator Jeanne Shaheen
520 Hart Senate Office Bldg.
Washington, DC 20510

Senator Kelly Ayotte
144 Russell Senate Office Bldg.
Washington, DC 20510

Chuck Morse, President of the Senate
18 Brookhollow Drive
Salem, NH 03079

Terie Norelli, Speaker of the House
35 Middle Road
Portsmouth, NH 03801-4802

Meredith Hatfield, Director
NH Office of Energy and Planning
Governor Hugh J. Gallen State Office Park
Johnson Hall, 3rd Floor
107 Pleasant Street
Concord, NH 03301

N.H. Site Evaluation Committee
Timothy W. Drew, Administrator
Public Information and Permitting Unit
New Hampshire Department of Environmental Services
P.O. Box 95
Concord, NH 03302-0095

Public Communication Division
PA/PL, Room 2206
U.S. Department of State

2201 C Street NW
Washington, DC 20520

Larry Wilson, CEO
Portland Pipe Line Corporation
30 Hill Street
South Portland, ME 04106

Chris Gillies, Secretary/Treasurer
Montreal Pipe Line Limited
10803, rue Sherbrooke Est
Montreal East, Quebec H1B-1B3

R.M. Kruger, President and CEO
Imperial Oil Limited
237 Fourth Avenue S.W.
Calgary, Alberta
T2P 3MP Canada

Rex Tillerson, Chairman and CEO
ExxonMobil
5959 Las Colinas Boulevard
Irving, Texas 75039-2298

Al Monaco, President and CEO
Enbridge, Inc.
3000 Fifth Avenue Place
425 - 1st Street S.W.
Calgary, Alberta
T2P 3L8 Canada

TAR SANDS FACTS

© David Dodge, The Canadian Parks and Wilderness Society



By June 2009, tar sands mining operations had destroyed an area of the Boreal forest one and half times the size of Denver, Colorado.

© Stephen Demetriou



The Portland-Montreal pipeline flows underground through dozens of communities throughout New England and Central Canada.

Going in Reverse: The Tar Sands Oil Threat to Central Canada and New England

Canadian pipeline company Enbridge Inc. appears to be reviving a previous plan, called Trailbreaker, which would transport tar sands oil through some of the most important natural and cultural landscapes in eastern Canada and Vermont, New Hampshire, and Maine. The Trailbreaker plan would reverse the direction of oil flowing through two major pipelines—Enbridge Line 9 and the Portland/Montreal Pipeline. But under the plan, the pipelines would not carry conventional oil, but Canadian tar sands oil—the dirtiest oil on the planet—along an approximately 750-mile route. The pipelines' route would run east through Ontario and Quebec, and down to the New England seacoast, finally ending in Portland, Maine's Casco Bay for export. Enbridge has taken the first step to implement this plan by recently filing a permit application with Canada's National Energy Board.

The removal of tar sands oil from the ground is a destructive business. Large swaths of Alberta's Boreal forest are destroyed, and a massive amount of energy creating carbon pollution is used to produce the heavy oil. Because of the corrosive qualities of tar sands oil, its transport poses unique risks that aging conventional oil pipeline systems, like Trailbreaker, are not equipped to handle. A spill along Trailbreaker's corridor could harm rivers, lakes, and bays that are vital resources for millions of people in Canada and the United States, especially given that tar sands oil spills are more prevalent and potentially more damaging than conventional oil spills. One thing is certain—eastern Canada and New England do not need to bear the risks of tar sands pipelines so that the oil industry can gain access to a coast for export.

TRAILBREAKER—A PIECEMEAL PIPELINE

A few years ago, the oil industry proposed the Trailbreaker tar sands pipeline, a project that would link the Midwestern pipeline system through Ontario and Quebec and across New England to Portland, Maine where tar sands would go on tankers to refineries in the Gulf Coast or overseas. That plan was eventually shelved and then in August of 2011, Enbridge filed a permit application with the Canadian National Energy Board for a project they call "Line 9 Reversal Phase I."¹ The permit for this project seeks to reverse the flow direction of about one quarter of Line 9's length—from Sarnia, Ontario, to the Westover Oil Terminal, which is located outside of Hamilton, Ontario. Although Enbridge has claimed this is a standalone project, the application appears to signal the rebirth of Trailbreaker.

For more information, please contact:



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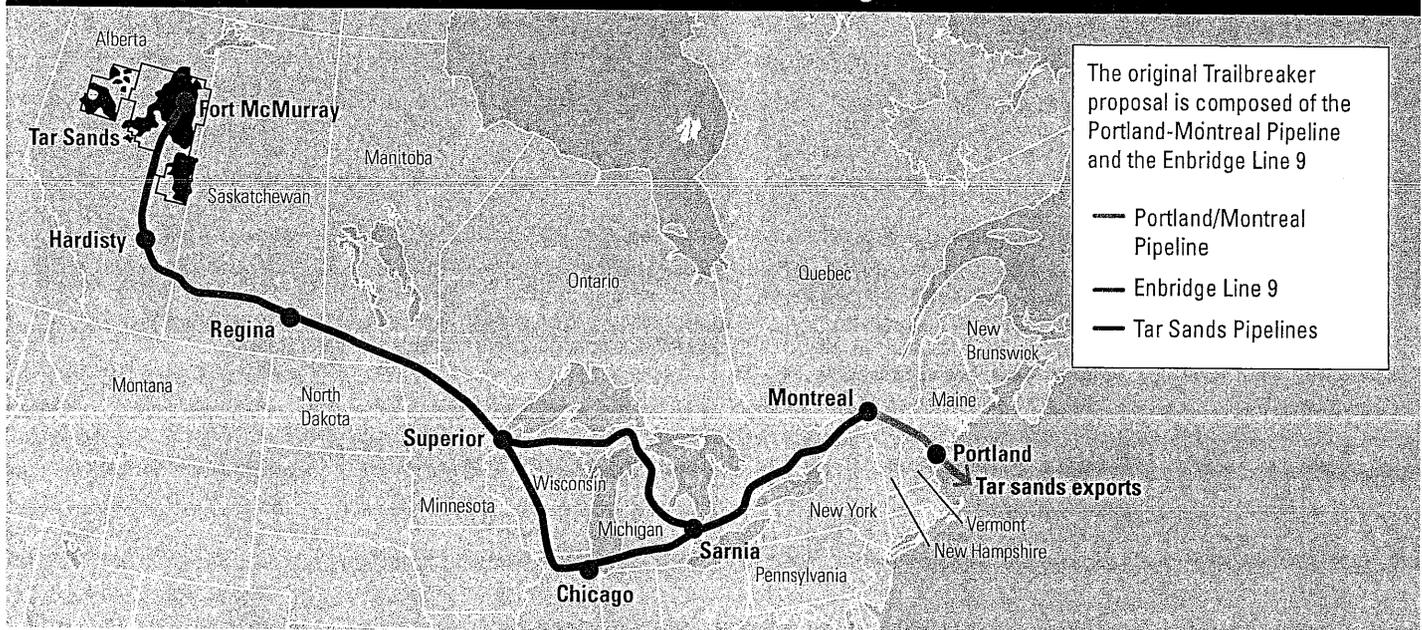


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guilbeault@equiterre.org

The Plan to Pump Tar Sands Through Eastern Canada and New England



By dividing up the project into smaller components and calling it “Phase I,” Enbridge could be attempting to shield itself from the type of scrutiny faced by tar sands pipelines like TransCanada’s Keystone XL. Enbridge acknowledged in late 2011 that they were actively pursuing plans to bring tar sands to Ontario, Quebec, and New England.²

THE TROUBLE WITH TAR SANDS

The oil in Alberta does not flow freely from the ground like the gushers portrayed in the movies. Instead, the extraction and processing of tar sands oil is one of the largest industrial operations in the world, relying on two processes—open-pit mining and in-situ drilling—that raze and fragment massive swaths of the Boreal forest. These processes use enough energy to make tar sands oil production the fastest-growing contributor to Canada’s carbon pollution.³

At the open-pit mines, the Boreal forest is cleared so that massive excavators and trucks can scoop up and remove the tar sands. At the in-situ drilling operations, the forest is fragmented and natural gas is burned to produce steam, which is injected via pipes into the ground to melt the subterranean tar sands. The oil gathers in wells and is pumped up to the surface for processing.

Destroying carbon-storing trees and wetlands on such a large scale contributes to climate change. Carbon pollution from tar sands extraction and upgrading are estimated to be three to five times higher per barrel than production of a barrel of conventional Canadian or U.S. crude. Tar sands extraction wipes out nesting habitat for millions of birds, such as the evening grosbeak and olive-sided flycatcher. Tar sands mining operations require between two to four barrels of fresh water for every barrel of oil produced. In addition, toxic tar sands tailings ponds now cover 170 square kilometers of Alberta, an area the size of Vancouver or Washington, D.C.

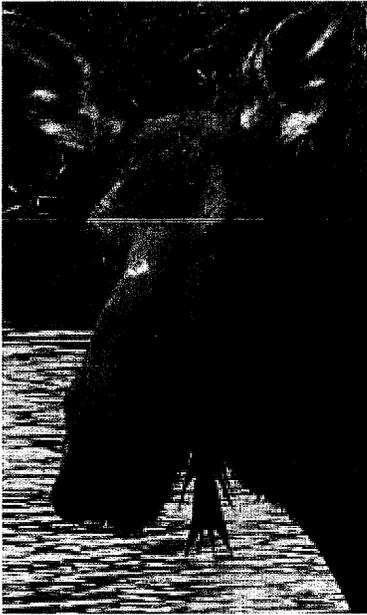
SAFETY RISKS FROM TAR SANDS PIPELINES AND SPILLS

Tar sands oil or bitumen mined or drilled from the Alberta soil needs thinning to be transported in pipelines. After the oil-laden soil is removed, tar sands are blended with natural gas liquids or other light, volatile petroleum products that contain benzene, toluene, and xylene. The result—diluted bitumen—is a viscous, heavy crude oil that at high pressures can be pumped through pipelines.

Tar sands diluted bitumen has organic acid concentrations up to 20 times higher than conventional crude oil, and it contains 10 times more sulfur.⁴ Diluted bitumen is also 40 to 70 times more viscous than conventional crude oil. As diluted bitumen is pumped through pipelines, its temperature increases, amplifying the corrosive qualities of an acidic oil that has abrasive materials such as quartz and silicates suspended in the mixture. In a sense, tar sands oil that flows through a pipeline is like fast, hot, and toxic liquid sandpaper.

Tar sands pipeline spills can and do occur, and there are indications that they are more prevalent than conventional oil spills. In recent years, the majority of tar sands oil not refined in Alberta has been piped south to refineries in the United States, especially to Midwestern pipelines, which have the longest history of transporting Canadian tar sands oil, and between 2007 and 2010, pipelines in North Dakota, Minnesota, Wisconsin, and Michigan spilled almost three times as much crude oil per mile of pipeline when compared to the U.S. national average.⁵

The damage can be more severe when an oil spill involves tar sands diluted bitumen. The natural gas condensate used to thin tar sands oil increases the chance of explosions if it comes into contact with high heat, sparks, static electricity, or lightning. Also, toxins that are present in the oil, such as benzene and n-hexane, can affect the human central nervous system.



A spill along the Trailbreaker pipeline route could harm a number of important natural resources areas in Ontario, Quebec, and northern New England.

In 2010, a rupture in an Enbridge Inc. pipeline near Marshall, Michigan resulted in the largest tar sands spill in U.S. history.

Tar sands diluted bitumen spills can be especially destructive to bodies of water, where protracted and costly cleanup efforts are required. If a diluted bitumen spill occurs by a river, pond, lake, bay, or sea, the diluents will evaporate, leaving the heavier bitumen to sink. This means that cleanup efforts not only require booms to skim spilled oil from the water's surface, they also require dredges to recover sunken bitumen, potentially agitating toxic sediments that have already settled on the bottom.

A recent tar sands spill in Michigan shows how devastating a diluted bitumen spill can be. In the summer of 2010, more than 800,000 gallons gushed from an Enbridge pipeline in the southern part of the state. The oil contaminated a 30-mile stretch of the Kalamazoo River, which required extensive dredging and also led to widespread health problems in neighboring communities.

The risk of spills from Trailbreaker would be greater because of the age of the pipelines in question. Enbridge Line 9 was built in 1975, and one of the pipelines on the Portland/Montreal corridor was built in 1950.

A spill along Trailbreaker's corridor could harm rivers, lakes, and bays that are vital resources for millions of people in Canada and the United States.

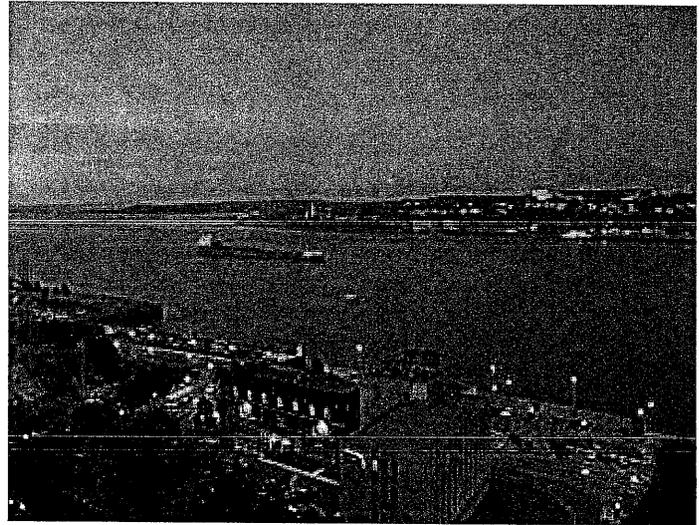
SPECIAL PLACES AT RISK

Along Trailbreaker's route, tar sands oil pipelines could put several special places at risk, including:

- **Grand River Basin**, a designated Canadian Heritage River, recognized for its natural and cultural attributes of national stature and as home to more than 215 species designated at-risk or endangered species.
- **Lake Ontario**, the last in the Great Lakes chain and an important resource to the millions of Canadians and Americans who live on or near its shores.
- **Saint Lawrence River**, the most important river in eastern Canada as it provides everything from half of Quebec's drinking water to a seasonal home for blue whales, the largest creatures on the planet.
- **Victory State Forest**, a unique northern Vermont habitat for moose and locally uncommon boreal birds.
- **Connecticut River**, a 400-mile waterway that drains one-third of New England's landscape and boasts important cultural and ecological histories.
- **Androscoggin River**, a popular waterway that flows through New Hampshire and across Maine, attracts whitewater kayakers and fly-fishermen, as well as black bears, moose, and bald eagles.
- **Sebago Lake**, home to a native species of landlocked Atlantic salmon and the major drinking water resource for greater Portland, Maine's largest metropolitan area.
- **Casco Bay**, a large, rich estuary near Portland, Maine that is home to a variety of coastal natural resources and a thriving marine economy.



Toxic tailings ponds created by tar sands mining operations cover an area the size of Vancouver or Washington, D.C.



The Trailbreaker pipeline crosses the Saint Lawrence River, which provides drinking water for nearly 50 percent of Quebec's population.

THE NEED TO PROTECT PUBLIC SAFETY AND THE ENVIRONMENT

In the absence of specialized regulations, the rapid growth of tar sands oil pipeline development in Canada and the United States necessitates a close examination of any oil pipeline proposal. The following steps are required to protect public safety and the environment from the potentially dangerous impacts of tar sands oil pipelines:

- Canada's National Energy Board should consider Enbridge's Line 9 reversal permit application as part of a long-term plan to bring tar sands oil east from Alberta to Ontario, Quebec, and New England.
- Governments in Canada and the United States should complete more thorough reviews of plans to transport tar sands oil through eastern Canada and New England. Included in the reviews should be impacts on environmental and public health, and the effects of potential oil spills.

- Governments in Canada and the United States should evaluate the need for new safety regulations for tar sands pipelines.
- Eastern provinces like Quebec and Ontario and states in New England should devise long-range clean energy plans, including the adoption of a clean fuels standard, before committing to large-scale infrastructure projects that would increase oil consumption.
- Governments at all levels in both Canada and the United States should evaluate policies that would reduce oil demand.

1 National Energy Board Filing Receipt, Filing ID No. A30643, August 8, 2011, https://www.neb-one.gc.ca/ll-eng/livelink.exe/fet/ch/2000/90464/90552/92263/706191/706437/706045/A2C0W8_-_Receipt.html?nodeid=706017&vernum=0 (accessed April 10, 2012).

2 Brad Olson and Jeremy van Loon, "Enbridge Talking with Valero on East Coast Pipeline Reversal," *Bloomberg*, October 5, 2011, <http://www.bloomberg.com/news/2011-10-06/enbridge-talking-with-valero-on-east-coast-pipeline-reversal.html> (accessed April 17, 2012).

3 Mark Huot, "Oilsands and climate change," The Pembina Institute, September 2011, p. 1, <http://www.pembina.org/pub/2262> (accessed April 10, 2012).

4 Gareth Crandall, "Non-Conventional Oil Market Outlook," p. 4, Presentation to IEA Conference on Non-Conventional Oil, 2002.

5 North Dakota, Minnesota, Wisconsin, and Michigan have approximately 5,475 miles of crude pipeline, or about 10.9 percent of the U.S. total. U.S. Department of Transportation, PHMSA, State Mileage by Commodity Statistics, 2011, http://primis.phmsa.dot.gov/comm/reports/safety/MI_detail1.html?nocache=8335#_OuterPanel_tab_4 (accessed April 10, 2012). Bureau of Transportation and Labor Statistics, Table 1-10: U.S. Oil and Gas Pipeline Mileage, 2009, http://www.bts.gov/publications/national_transportation_statistics/html/table_01_10.html (accessed April 10, 2012). Meanwhile, between 2007 and 2010 crude pipelines in North Dakota, Minnesota, Wisconsin, and Michigan spilled 38,220 barrels of crude, or 30.3 percent of the 125,862 barrels of crude spilled in the United States.

The Town of Exeter, New Hampshire
All Boards Meeting
September 24, 2013
6:00pm
Exeter Public Library

Attendance by Boards/Commissions: Don Clement, Cliff Sinnott, Ginny Raub, Lang Plumer, Kathy Corson, John Merkle, Len Benjamin, Brandon Stauber, Bob Prior, Katherine Woolhouse, Christina Hardy, Barry Sandberg, Madeleine Hamel, Pete Cameron, Frank Ferraro, Mary Dupre, Dan Chartrand, Beth MacDonald, Ken Knowles, Martha Pennell, Pete Richardson, Julie Gilman, Matt Quandt, Sylvia Von Aulock, Rick Thielbar, John Hauschildt.

Others in attendance: Russ Dean, Town Manager; Barbara McEvoy, State Rep. Frank Heffron; Chamber of Commerce President Michael Schidlovsky and residents Joe Berwanger, Eric Savage, Gerry Hamel, Brian Griset, Karen Davies, Faith Flythe, Lori Whitney, Building Inspector Douglas Eastman, Town Planner Sylvia Von Aulock, Bill Campbell, Exeter News Letter reporter Jeff McMenemy, Scott Carlisle, Amy Johnson and Stratham resident Tom House.

1. Welcome & Introductions: Don Clement, Chair, Board of Selectman, called the meeting to order at 6:03pm. He provided an overview and the guidelines for the meeting.
2. Background for All-Boards Meeting: Mr. Clement introduced Town Manager Russ Dean, who shared that approximately two years ago a discussion was had at a Board of Selectmen goals meeting on what the Town of Exeter would look like in the future. How do we balance residential housing, commercial and industrial growth? Thus the idea for this meeting including engaging the various town boards on the issues was born out of that discussion.
3. Regional Perspective and Observations: Mr. Clement introduced the evening's facilitator, Cliff Sinnott, of the Rockingham County Planning Commission to begin the evening's discussion. Mr. Sinnott outlined that the meeting will be done in 3 rounds of 30 minutes each and asked everyone to keep comments to about one minute per person.

Mr. Sinnott provided his observations about this evening: this type of meeting is unique for the town and a terrific idea to be proactive to hear broader perspectives on how to look at town growth, what type of growth and how to manage this growth.

4. Discussion Round 1: Discussion question: *"Where do we want to be as a Town, especially with respect to future development, and what are the means to get there?"*

Thoughts and ideas:

- We have affordable housing, good commercial & industry
- Stay competitive
- Possibility to develop areas for zoning

- Zoning application long & awkward
- Embrace historic heritage-make Exeter a destination; maximize our strengths
- Maintain balance with history, housing, commercial & industry
- Large-sized land for development, more demand for housing makes more land available for residential growth
- Attract more industry
- Town needs balance
- Increase commercial base
- Reaching out to business community to help them flourish and build partnerships with this business community
- Ability to walk around town; repair and install sidewalks
- Develop Lincoln Street & Portsmouth Ave.
- Maintain integrity and diversity of our community
- Maintain green & open spaces
- Concern around water & sewer systems, water treatment & how infrastructure effects these
- Communication between departments and boards
- Public transportation “how to get from here to there” (Boston, Portsmouth, around town)
- Parking
- Work on encouraging straight market housing rates
- Don’t discourage conventional opportunities
- Find a way to have a responsible residential tax base
- Be careful about the effects of zoning changes
- ZORC moves things along in Town
- Keep quaintness & identity, don’t change quality of life
- Increase All-Boards interaction for better and continued communications
- Integrate Town Departments into process (i.e.: DPW, Fire Department, etc.)
- Good schools
- Encourage high tech, bio tech, grow health industry, health sciences
- Embrace economic initiatives
- Town has central location
- Tap into our strengths
- Economic development vs. redevelopment-not leveraging all our assets
- Cost of taxing-fine tuning tax base for commercial and industrial expansion
- Spend more time on downtown revitalization, use as an urban space
- Balance wetlands & development
- What is our timeframe?
- Need to be poised to be ahead of the curve
- Incentives for growth

- Business retention
- Include developers on committees, make them partners not adversaries
- Cross pollination of representatives from Boards/Commissions/Town Departments
- Are we reactive vs. proactive

5. Discussion Round 2: "What specific actions and strategies should be taken to move us toward our shared goals?"

Thoughts and ideas:

- Each board has own charter/rules, one size doesn't fit all. Audit our policies?
- Use downtown more densely, downtown over managed from regulatory perspective
- Where will development happen & policies?
- Hire Economic Development Director
- Define difference between economic development and re-development
- TIF and 79E
- Zoning has impact on growth
- What is our philosophy on investment for growth
- Integrate groups
- Attitude towards growth
- Aggressive approach on development
- Initiatives for greater economic development
- Business community involved in development process
- Town to embrace historical assets to make economically viable
- Continue this type of meeting
- Talking with town departments so all on same page when comes to approving/not approving applications (i.e. Planning Board, Zoning Board)
- Better envisioning our future
- Consider suspending zoning rules for downtown
- Consider form based code for downtown
- Minimize regulations
- Embrace local agriculture
- Epping Rd green because no municipal services are available out there
- Need to move ideas forward from 'tickler' file
- This meeting is empowering
- Add Economic Development chapter to Town Plan
- Process our philosophy & guidelines on growth
- Create a Rapid Response Team to deal with business retention
- Read master plan, zoning ordinances
- Good communication; increase communication
- Look at business performance zones
- Review Planning Board waivers

Due to time restraints discussion round 3 - "What specific actions and strategies should be with respect to specific area of Town?" was tabled. At this time meeting was opened up to the public who were in attendance. The following is their input:

- Why are people and businesses not coming to Exeter? Are regulations tying hands? Do these regulations need to be more lenient?
- Exeter is different. Don't sell us out-maintain character of town
- Rte. 125 has higher auto traffic; traffic count counts; don't expect Epping Rd. to become Portsmouth Ave.
- No commitment to land on either side of Rte. 101, which has the highest traffic count. Let's revisit. Towns compete and we need to be competitive
- Zoning to be flexible in residential development

With no other public input, Mr. Clement asked group if this venue worked. Answer-yes. We need to meet again to complete agenda item 6 and the group decided end of October but no date set.

Mr. Clement adjourned the meeting at 8:20pm.

Respectfully submitted,

Joyce Herndon

Recording Secretary

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen

FROM: Town Manager 

RE: RSA 79-E

DATE: April 4, 2014

Now that the voters have approved RSA 79-E with the districts in place, the Town may begin taking applications.

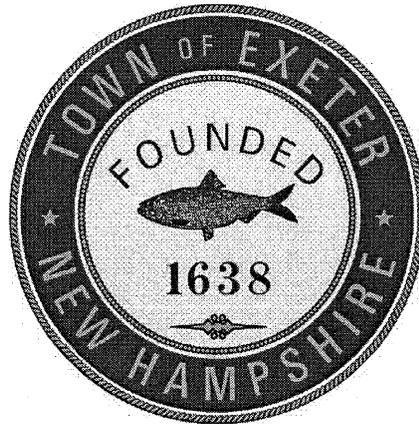
Our intern Mark Manganiello (who finished his internship with us) drafted up an application form that mirrored several other communities that have 79-E in place. I've also placed in the Board packet a sample of Durham's resolution, which added a bit more for their Town Council in terms of requirements for applications.

The state law 79-E describes public benefits and what is to be considered a public benefit. In addition the Board could likely adopt a policy if it so chose regarding 79-E applications that added items or clarified items, so long as they were not inconsistent with the intent of the law itself.

The initial decision points of the Board are basically 1) Is the Board OK with the draft application forms; and 2) are there any questions or issues to review prior to implementation.

Assessing has created a draft list of properties that fall within the 79-E zones and we'll be publishing those as soon as they can be vetted internally. Our goal is to make those in the zones aware of the program's availability for development and redevelopment.

DRAFT



Town of Exeter, New Hampshire

Community Revitalization Tax Relief Incentive

Instructions to the Applicant:

The following documents contain everything you need to complete your application for tax relief to revitalize your building. Please read everything carefully. The application materials are based upon the requirements set forth by NH RSA 79-E. You will need to fill out the application, take part in a public hearing with the Board of Selectmen, and execute a covenant with the Town. If you have any questions with the application, the process, or what to expect, please call Town Manager at 603-778-0591 ext 102.

The Town of Exeter appreciates your interest in the Community Revitalization Tax Relief Incentive, and wishes you the best of luck with your application and restoration project.



Town of Exeter

Community Revitalization Tax Relief Incentive (RSA 79-E)

Application Form

Office Use Only
(do not write in shaded area)

Date Application Submitted: _____ Received by: _____

Building Information

Building Name (if any): _____

Building Address: _____

Eligible Zoning District _____

Contact throughout this application process will be made through the applicant listed below.

The property owner may designate an agent as the coordinator for the project. This person (the applicant) shall attend public hearings, will receive comments, recommendation, staff reports, and will communicate all case information to the other parties as required.

The Property Owner may act as the Applicant. If so, list under Applicant's Name, "Owner", and complete owner's information as requested.

Applicant's Name _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Phone _____ Fax: _____

E-mail: _____

Owner's Name _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Phone _____ Fax: _____

E-mail: _____

Existing Building Information:

Existing Uses (describe current use, size, and number of employees):

Gross Square Footage of Building: _____ Year Building was Built: _____

Is the building listed on or eligible for listing on the National Register of Historic Places? ___ Yes ___ No

Is the building listed on or eligible for listing on the state register of historic places? ___ Yes ___ No

Is the building located within and important to locally designated historic district? ___ Yes ___ No

Project Description

Proposed Uses (describe use, size, and number of employees): _____

Is this a change of use associated with this Project? Yes No

Will the project include new residential units? Yes No

If yes, please describe: _____

Will the project include affordable residential units? Yes No

If yes, please describe: _____

Has an abatement application been filed or has abatement been awarded on this property within the past year?

Yes No

Will any state or federal grants be used with this project? Yes No

If yes, describe and detail any terms of repayment: _____

Replacement of Qualifying Structure

Does the project involve the replacement of a qualifying structure? Yes No

If yes, the owner shall submit with this application the following:

1. A New Hampshire division of historical resources individual resource inventory form, prepared by a qualified architectural historian.
2. A letter from the Exeter Historic District Commission that identifies any and all historical, cultural, and architectural value of the structure or structures that are property on which those structures are located.

Note: The application for tax relief shall not be deemed to be complete and the governing body shall not schedule the public hearing on the application for replacement of a qualifying structures as required under RSA 79-E:4, II until the inventory form and letter, as well as all other required information, have been submitted, if required.

Public Benefit (RSA 79:E -7)

In order to qualify for tax relief under this program, the proposed substantial rehabilitation must provide at least one of the public benefits listed below. Any proposed replacement must provide one or more of the public benefits listed below to a greater degree than would a substantial rehabilitation of the same qualifying structure.

Does the project provide the following public benefits?

(Check all that apply)

Enhances the economic vitality of the designated area. Yes No

If yes, please describe: _____

Enhances and improves a culturally or historically important structure Yes No

If yes, please describe: _____

Promotes development of the designated area, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B? Yes No

If yes, please describe: _____

It Increase residential housing in urban or town centers? Yes No

If yes, Please describe: _____

Other Issues and matters applicant deems relevant to this request? Yes No

If yes, please describe: _____

Substantial Rehabilitation

DRAFT

Describe the work to be done and estimated costs.

1. Attach additional sheets if necessary and any written construction estimates.
2. Attach any project narratives, plot plans, building plans, sketches, rendering, or photographs that will help explain this application.

Structural: _____ _____ _____ _____ _____ _____ _____ _____	Estimated Cost: _____
Electrical: _____ _____ _____ _____ _____ _____ _____	Estimated Cost: _____
Plumbing/Heating: _____ _____ _____ _____ _____ _____ _____	Estimated Cost: _____
Mechanical: _____ _____ _____ _____ _____ _____	Estimated Cost: _____
Other: _____ _____ _____ _____ _____ _____	Estimated Cost: _____
Total Estimated Project Cost: \$	
Expected Project Start Date: _____ Expected Project Completion Date: _____	

Applicant/Owner Signature

DRAFT

To qualify for this tax relief incentive, the cost the project must be at least 15% of the pre-rehabilitation assessed value or \$75,000, whichever is less.

I/we certify the estimated costs are reasonable and the costs of the project meet the above requirement.

Initial here: _____

I/We understand that failure to meet his threshold or the listing unreasonable construction costs will result in the denial of the application and forfeiture of the application fee.

Initial here: _____

I/We have read and understand the Community Revitalization Tax Relief Incentive, RSA 79-E, and am/are aware that this will be a public process including public hearing to be held to discuss the merits of this application and the subsequent need to enter into a covenant with the Town and pay all reasonable expenses associated with the drafting/recording of the covenant.

Initial here: _____

The undersigned hereby certifies the foregoing information is true and correct;

Signature (printed name) Date



RSA 79E Reference Map of Proposed District Areas:

C-1 Lincoln Street, C-1 Central/downtown, WC- Waterfront Commercial, and C-1 Portsmouth Ave

RSA 79-E, Community Revitalization Tax Relief Incentive:

DRAFT

Purpose:

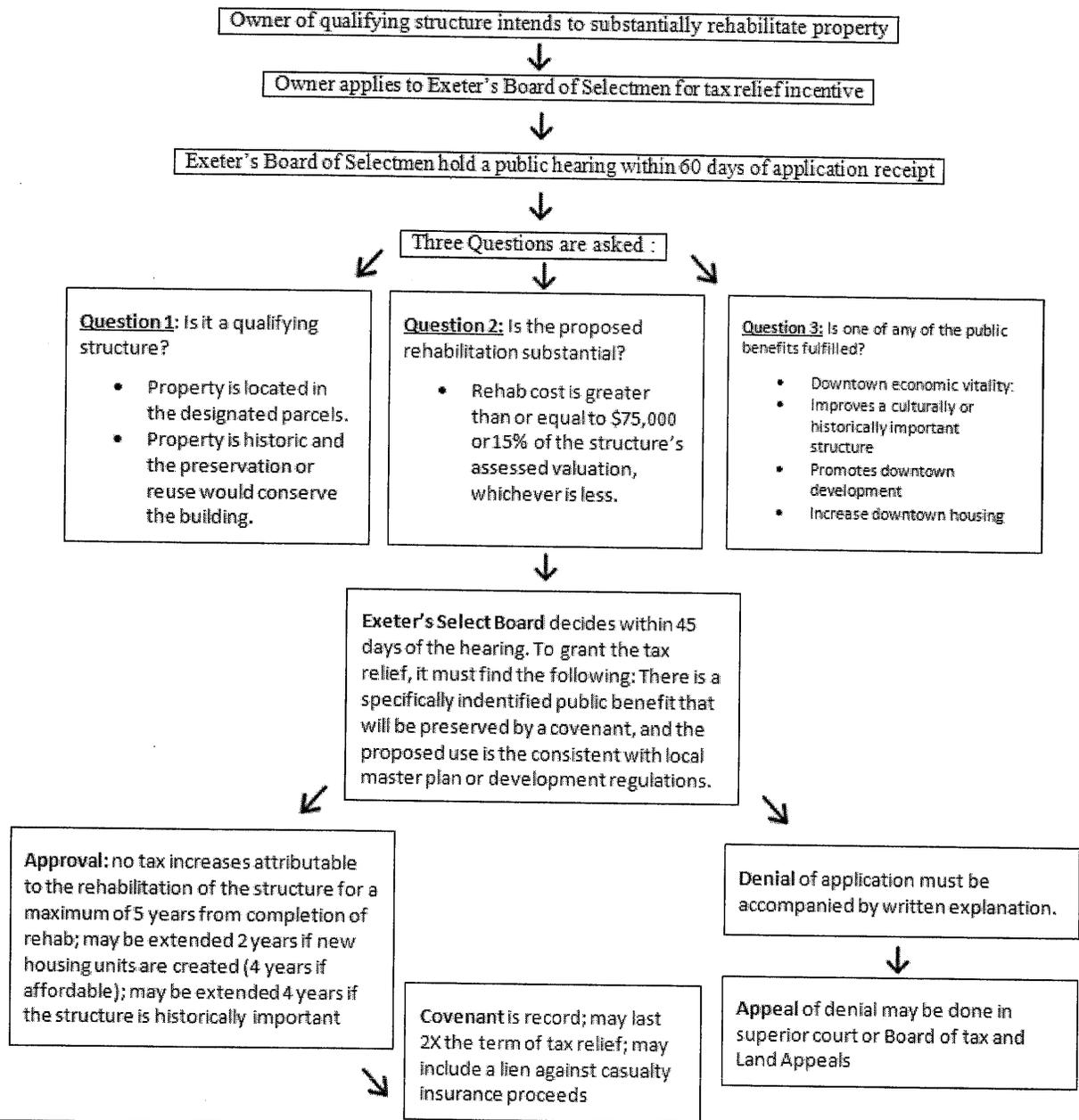
The adoption of RSA 79-E seeks to incentivize the rehabilitation of Exeter's historical and culturally significant properties downtown by offering a tax incentive. This warrant article allows for an application process for qualifying properties to make improvements that provide a public benefit to the Town of Exeter. In return, the town will provide a tax assessment at a pre-rehabilitation value for a finite period.

Qualifying Properties:

A property owner can apply for the tax relief only if:

- The building is located in the designated parcels listed on the attached map
- The structure must be historic and its preservation must conserve the existing stock of the building.
- The rehabilitation costs at least 15% of the building's pre-rehab assessed value, or the \$75,000, whichever is less.
- Rehabilitation is consistent with the municipality's master plan or development regulations.

Application Process:



TITLE V TAXATION

CHAPTER 79-E COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE

Section 79-E:1

79-E:1 Declaration of Public Benefit. –

I. It is declared to be a public benefit to enhance downtowns and town centers with respect to economic activity, cultural and historic character, sense of community, and in-town residential uses that contribute to economic and social vitality.

II. It is further declared to be a public benefit to encourage the rehabilitation of the many underutilized structures in urban and town centers as a means of encouraging growth of economic, residential, and municipal uses in a more compact pattern, in accordance with RSA 9-B.

II-a. In instances where a qualifying structure is determined to possess no significant historical, cultural, or architectural value and for which the governing body makes a specific finding that rehabilitation would not achieve one or more of the public benefits established in RSA 79-E:7 to the same degree as the replacement of the underutilized structure with a new structure, the tax relief incentives provided under this chapter may be extended to the replacement of an underutilized structure in accordance with the provisions of this chapter.

II-b. It is further declared to be a public benefit to encourage the rehabilitation of historic structures in a municipality by increasing energy efficiency in the preservation and reuse of existing building stock.

III. Short-term property assessment tax relief and a related covenant to protect public benefit as provided under this chapter are considered to provide a demonstrated public benefit if they encourage substantial rehabilitation and use of qualifying structures, or in certain cases, the replacement of a qualifying structure, as defined in this chapter.

Source. 2006, 167:1. 2009, 200:3, 4, eff. July 15, 2009. 2013, 78:1, eff. April 1, 2013.

Section 79-E:2

79-E:2 Definitions. – In this chapter:

I. "Historic structure" means a building that is listed on or determined eligible for listing on the National Register of Historic Places or the state register of historic places.

II. "Qualifying structure" means a building located in a district officially designated in a municipality's master plan, or by zoning ordinance, as a downtown, town center, central business district, or village center, or, where no such designation has been made, in a geographic area which, as a result of its compact development patterns and uses, is identified by the governing body as the downtown, town center, or village center for purposes of this chapter. Qualifying structure shall also mean historic structures in a municipality whose preservation and reuse would conserve the embodied energy in existing building stock. Cities or towns may further limit "qualifying structure" according to the procedure in RSA 79-E:3 as meaning only a structure located within such districts that meet certain age, occupancy, condition, size, or other similar criteria consistent with local economic conditions, community character, and local planning and development goals. Cities or towns may further modify

"qualifying structure" to include buildings that have been destroyed by fire or act of nature, including where such destruction occurred within 15 years prior to the adoption of the provisions of this chapter by the city or town.

III. "Replacement" means the demolition or removal of a qualifying structure and the construction of a new structure on the same lot.

IV. "Substantial rehabilitation" means rehabilitation of a qualifying structure which costs at least 15 percent of the pre-rehabilitation assessed valuation or at least \$75,000, whichever is less. In addition, in the case of historic structures, substantial rehabilitation means devoting a portion of the total cost, in the amount of at least 10 percent of the pre-rehabilitation assessed valuation or at least \$5,000, whichever is less, to energy efficiency in accordance with the U.S. Secretary of the Interior's Standards for Rehabilitation. Cities or towns may further limit "substantial rehabilitation" according to the procedure in RSA 79-E:3 as meaning rehabilitation which costs a percentage greater than 15 percent of pre-rehabilitation assessed valuation or an amount greater than \$75,000 based on local economic conditions, community character, and local planning and development goals.

V. "Tax increment finance district" means any district established in accordance with the provisions of RSA 162-K.

VI. "Tax relief" means:

(a) For a qualifying structure, that for a period of time determined by a local governing body in accordance with this chapter, the property tax on a qualifying structure shall not increase as a result of the substantial rehabilitation thereof.

(b) For the replacement of a qualifying structure, that for a period of time determined by a local governing body in accordance with this chapter, the property tax on a replacement structure shall not exceed the property tax on the replaced qualifying structure as a result of the replacement thereof.

(c) For a qualifying structure which is a building destroyed by fire or act of nature, that for a period of time determined by a local governing body in accordance with this chapter, the property tax on such qualifying structure shall not exceed the tax on the assessed value of the structure that would have existed had the structure not been destroyed.

VII. "Tax relief period" means the finite period of time during which the tax relief will be effective, as determined by a local governing body pursuant to RSA 79-E:5.

Source. 2006, 167:1. 2009, 200:5-7. 2010, 329:1, 2. 2011, 237:1, 2, eff. July 5, 2011. 2013, 78:2, eff. April 1, 2013.

Section 79-E:3

79-E:3 Adoption of Community Revitalization Tax Relief Incentive Program –

I. Any city or town may adopt or modify the provisions of this chapter by voting whether to accept for consideration or modify requirements for requests for community revitalization tax relief incentives. Any city or town may do so by following the procedures in this section.

II. In a town, other than a town that has adopted a charter pursuant to RSA 49-D, the question shall be placed on the warrant of a special or annual town meeting, by the governing body or by petition under RSA 39:3.

III. In a city or town that has adopted a charter under RSA 49-C or RSA 49-D, the legislative body may consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances, and other legislation. In the alternative, the legislative body of such municipality may vote to place the question on the official ballot for any regular municipal election.

IV. If a majority of those voting on the question vote "yes," applications for community revitalization tax relief incentives may be accepted and considered by the local governing body at any time thereafter, subject to the

provisions of paragraph VI of this section.

V. If the question is not approved, the question may later be voted on according to the provisions of paragraph II or III of this section, whichever applies.

VI. The local governing body of any town or city that has adopted this program may consider rescinding its action in the manner described in paragraph II or III of this section, whichever applies. A vote terminating the acceptance and consideration of such applications shall have no effect on incentives previously granted by the city or town, nor shall it terminate consideration of applications submitted prior to the date of such vote.

Source. 2006, 167:1. 2010, 329:3, eff. July 20, 2010.

Section 79-E:4

79-E:4 Community Revitalization Tax Relief Incentive. –

I. An owner of a qualifying structure who intends to substantially rehabilitate or replace such structure may apply to the governing body of the municipality in which the property is located for tax relief. The applicant shall include the address of the property, a description of the intended rehabilitation or replacement, any changes in use of the property resulting from the rehabilitation or replacement, and an application fee.

I-a. In order to assist the governing body with the review and evaluation of an application for replacement of a qualifying structure, an owner shall submit to the governing body as part of the application, a New Hampshire division of historical resources individual resource inventory form, prepared by a qualified architectural historian and a letter issued by the local heritage commission and if the qualifying structure is located within a designated historic district established in accordance with RSA 674:46, a letter from the historic district commission or, if such local commissions are not established, a letter issued by the New Hampshire division of historical resources that identifies any and all historical, cultural, and architectural value of the structure or structures that are proposed to be replaced and the property on which those structures are located. The application for tax relief shall not be deemed to be complete and the governing body shall not schedule the public hearing on the application for replacement of a qualifying structure as required under RSA 79-E:4, II until the inventory form and the letter, as well as all other required information, have been submitted.

II. Upon receipt of an application, the governing body shall hold a duly noticed public hearing to take place no later than 60 days from receipt of the application, to determine whether the structure at issue is a qualifying structure; whether any proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration.

III. No later than 45 days after the public hearing, the governing body shall render a decision granting or denying the requested tax relief and, if so granting, establishing the tax relief period.

IV. (a) The governing body may grant the tax relief, provided:

- (1) The governing body finds a public benefit under RSA 79-E:7; and
- (2) The specific public benefit is preserved through a covenant under RSA 79-E:8; and
- (3) The governing body finds that the proposed use is consistent with the municipality's master plan or development regulations; and
- (4) In the case of a replacement, the governing body specifically finds that the local heritage commission or historic district commission or, if such local commissions are not established, the New Hampshire division of historical resources has determined that the replaced qualifying structure does not possess significant historical, cultural, or architectural value, the replacement of the qualifying structure will achieve one or more of the public benefits identified in RSA 79-E:7 to a greater degree than the renovation of the underutilized structure, and the historical, cultural, or architectural resources in the community will not be adversely affected by the replacement. In connection with these findings, the governing body may request that the division of historical resources

conduct a technical evaluation in order to satisfy the governing body that historical resources will not be adversely affected.

(b) If the governing body grants the tax relief, the governing body shall identify the specific public benefit achieved under RSA 79-E:7, and shall determine the precise terms and duration of the covenant to preserve the public benefit under RSA 79-E:8.

V. If the governing body, in its discretion, denies the application for tax relief, such denial shall be accompanied by a written explanation. The governing body's decision may be appealed either to the board of tax and land appeals or the superior court in the same manner as provided for appeals of current use classification pursuant to RSA 79-A:9 or 79-A:11 provided, however, that such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith or discrimination.

VI. Municipalities shall have no obligation to grant an application for tax relief for properties located within tax increment finance districts when the governing body determines, in its sole discretion, that the granting of tax relief will impede, reduce, or negatively affect:

- (a) The development program or financing plans for such tax increment finance districts; or
- (b) The ability to satisfy or expedite repayment of debt service obligations incurred for a tax increment financing district; or
- (c) The ability to satisfy program administration, operating, or maintenance expenses within a tax increment financing district.

Source. 2006, 167:1. 2009, 200:8-11, eff. July 15, 2009.

Section 79-E:5

79-E:5 Duration of Tax Relief Period. –

I. The governing body may grant such tax assessment relief for a period of up to 5 years, beginning with the completion of the substantial rehabilitation.

I-a. For the approval of a replacement of a qualifying structure, the governing body may grant such tax assessment relief for a period of up to 5 years, beginning only upon the completion of construction of the replacement structure. The governing body may, in its discretion, extend such additional years of tax relief as provided for under this section, provided that no such additional years of tax relief may be provided prior to the completion of construction of the replacement structure. The municipal tax assessment of the replacement structure and the property on which it is located shall not increase or decrease in the period between the approval by the governing body of tax relief for the replacement structure and the time the owner completes construction of the replacement structure and grants to the municipality the covenant to protect the public benefit as required by this chapter. The governing body may not grant any tax assessment relief under this chapter with respect to property and structures for which an election has been made for property appraisal under RSA 75:1-a.

II. The governing body may, in its discretion, add up to an additional 2 years of tax relief for a project that results in new residential units and up to 4 years for a project that includes affordable housing.

III. The governing body may, in its discretion, add up to an additional 4 years of tax relief for the substantial rehabilitation of a qualifying structure that is listed on or determined eligible for listing on the National Register of Historic Places, state register of historic places, or is located within and important to a locally designated historic district, provided that the substantial rehabilitation is conducted in accordance with the U.S. Secretary of Interior's Standards for Rehabilitation.

IV. The governing body may adopt local guidelines to assist it in determining the appropriate duration of the

tax assessment relief period.

Source. 2006, 167:1. 2009, 200:12. 2010, 329:4, eff. July 20, 2010.

Section 79-E:6

79-E:6 Resumption of Full Tax Liability. – Upon expiration of the tax relief period, the property shall be taxed at its market value in accordance with RSA 75:1.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:7

79-E:7 Public Benefit. – In order to qualify for tax relief under this chapter, the proposed substantial rehabilitation must provide at least one of the public benefits, and the proposed replacement must provide one or more of the public benefits to a greater degree than would a substantial rehabilitation of the same qualifying structure, as follows:

- I. It enhances the economic vitality of the downtown;
- II. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district, town center, or village center in which the building is located;
 - II-a. It promotes the preservation and reuse of existing building stock throughout a municipality by the rehabilitation of historic structures, thereby conserving the embodied energy in accordance with energy efficiency guidelines established by the U.S. Secretary of the Interior's Standards for Rehabilitation.
- III. It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B; or
- IV. It increases residential housing in urban or town centers.

Source. 2006, 167:1. 2009, 200:13, eff. July 15, 2009. 2013, 78:3, eff. April 1, 2013.

Section 79-E:7-a

79-E:7-a Public Benefit Determinations. – Cities or towns may adopt according to the procedure in RSA 79-E:3 provisions that further define the public benefits enumerated in RSA 79-E:7 to assist the governing body in evaluating applications made under this chapter based on local economic conditions, community character, and local planning and development goals.

Source. 2010, 329:5, eff. July 20, 2010.

Section 79-E:8

79-E:8 Covenant to Protect Public Benefit. –

I. Tax relief for the substantial rehabilitation or replacement of a qualifying structure shall be effective only after a property owner grants to the municipality a covenant ensuring that the structure shall be maintained and used in a manner that furthers the public benefits for which the tax relief was granted and as otherwise provided in this chapter.

II. The covenant shall be coextensive with the tax relief period. The covenant may, if required by the governing body, be effective for a period of time up to twice the duration of the tax relief period.

III. The covenant shall include provisions requiring the property owner to obtain casualty insurance, and flood insurance if appropriate. The covenant may include, at the governing body's sole discretion, a lien against proceeds from casualty and flood insurance claims for the purpose of ensuring proper restoration or demolition or damaged structures and property. If the property owner has not begun the process of restoration, rebuilding, or demolition of such structure within one year following damage or destruction, the property owner shall be subject to the termination of provisions set forth in RSA 79-E:9, I.

IV. The local governing body shall provide for the recording of the covenant to protect public benefit with the registry of deeds. It shall be a burden upon the property and shall bind all transferees and assignees of such property.

V. The applicant shall pay any reasonable expenses incurred by the municipality in the drafting, review, and/or execution of the covenant. The applicant also shall be responsible for the cost of recording the covenant.

Source. 2006, 167:1. 2009, 200:14, eff. July 15, 2009.

Section 79-E:9

79-E:9 Termination of Covenant; Reduction of Tax Relief; Penalty. –

I. If the owner fails to maintain or utilize the building according to the terms of the covenant, or fails to restore, rebuild, or demolish the structure following damage or destruction as provided in RSA 79-E:8, III, the governing body shall, after a duly noticed public hearing, determine whether and to what extent the public benefit of the rehabilitation or replacement has been diminished and shall determine whether to terminate or reduce the tax relief period in accordance with such determination. If the covenant is terminated, the governing body shall assess all taxes to the owner as though no tax relief was granted, with interest in accordance with paragraph II.

II. Any tax payment required under paragraph I shall be payable according to the following procedure:

(a) The commissioner of the department of revenue administration shall prescribe and issue forms to the local assessing officials for the payment due, which shall provide a description of the property, the market value assessment according to RSA 75:1, and the amount payable.

(b) The prescribed form shall be prepared in quadruplicate. The original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the payment along with a special tax warrant authorizing the collector to collect the payment under the warrant. The quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the special tax warrant and prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice of payment.

(d) Payment shall be due not later than 30 days after the mailing of the bill. Interest at the rate of 18 percent per annum shall be due thereafter on any amount not paid within the 30-day period. Interest at 12 percent per annum shall be charged upon all taxes that would have been due and payable on or before December 1 of each tax year as if no tax relief had been granted.

Source. 2006, 167:1. 2009, 200:15, eff. July 15, 2009.

Section 79-E:10

79-E:10 Lien for Unpaid Taxes. – The real estate of every person shall be held for the taxes levied pursuant to RSA 79-E:9.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:11

79-E:11 Enforcement. – All taxes levied pursuant to RSA 79-E:9 which are not paid when due shall be collected in the same manner as provided in RSA 80.

Source. 2006, 167:1. 2007, 42:3, eff. July 20, 2007.

Section 79-E:12

79-E:12 Rulemaking. – The commissioner of the department of revenue administration shall adopt rules, pursuant to RSA 541-A, relative to the payment and collection procedures under RSA 79-E:9.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:13

79-E:13 Extent of Tax Relief. –

I. (a) Tax relief granted under this chapter shall pertain only to assessment increases attributable to the substantial rehabilitation performed under the conditions approved by the governing body and not to those increases attributable to other factors including but not limited to market forces; or

(b) Tax relief granted under this chapter shall be calculated on the value in excess of the original assessed value. Original assessed value shall mean the value of the qualifying structure assessed at the time the governing body approves the application for tax relief and the owner grants to the municipality the covenant to protect public benefit as required in this chapter, provided that for a qualifying structure which is a building destroyed by fire or act of nature, original assessed value shall mean the value as of the date of approval of the application for tax relief of the qualifying structure that would have existed had the structure not been destroyed.

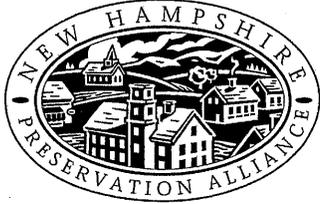
II. The tax relief granted under this chapter shall only apply to substantial rehabilitation or replacement that commences after the governing body approves the application for tax relief and the owner grants to the municipality the covenant to protect the public benefit as required in this chapter, provided that in the case of a qualifying structure which is a building destroyed by fire or act of nature, and which occurred within 15 years prior to the adoption of the provisions of this chapter by the city or town, the tax relief may apply to such qualifying structure for which replacement has begun, but which has not been completed, on the date the application for relief under this chapter is approved.

Source. 2006, 167:1. 2010, 329:6. 2011, 237:3, eff. July 5, 2011.

Section 79-E:14

79-E:14 Other Programs. – The provisions of this chapter shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.

Source. 2006, 167:1, eff. April 1, 2006.



RSA 79-E, Community Revitalization Tax Relief Incentive: Fact Sheet

This legislative proposal encourages investment in downtowns and village centers with a new tax incentive modeled on existing New Hampshire statute (the so-called Barn Bill). Its goals are to *encourage the rehabilitation and active use of under-utilized buildings* and, in so doing, to

- **promote strong local economies** and,
- **promote smart, sustainable growth, as an alternative to sprawl, in accordance with the purpose and objectives of RSA Ch. 9-B** (State Economic Growth, Resource Protection, and Planning Policy).

How it works:

- In a town that has adopted the tool created by this legislation, a property owner who wants to substantially rehabilitate a building located downtown, or in a village center, may apply to the local governing body for a period of temporary tax relief.
- The temporary tax relief, if granted, would consist of a finite period of time during which the property tax on the structure would not increase as a result of its substantial rehabilitation. In exchange for the relief, the property owner grants a covenant ensuring there is a public benefit to the rehabilitation.
- Following expiration of the finite tax relief period, the structure would be taxed at its full market value taking into account the rehabilitation.

The legislation offers strong community process and discretion:

- Any city or town may adopt this program with the majority vote of its legislative body.
- Applications by property owners are made to the governing body and are accompanied by a public notice and public hearing.
- The governing body may grant tax relief if the application meets the guidelines and public benefit test.
- The governing body may deny the application in its discretion: “..such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith or discrimination.” (79-E:4 V)

Qualifying properties:

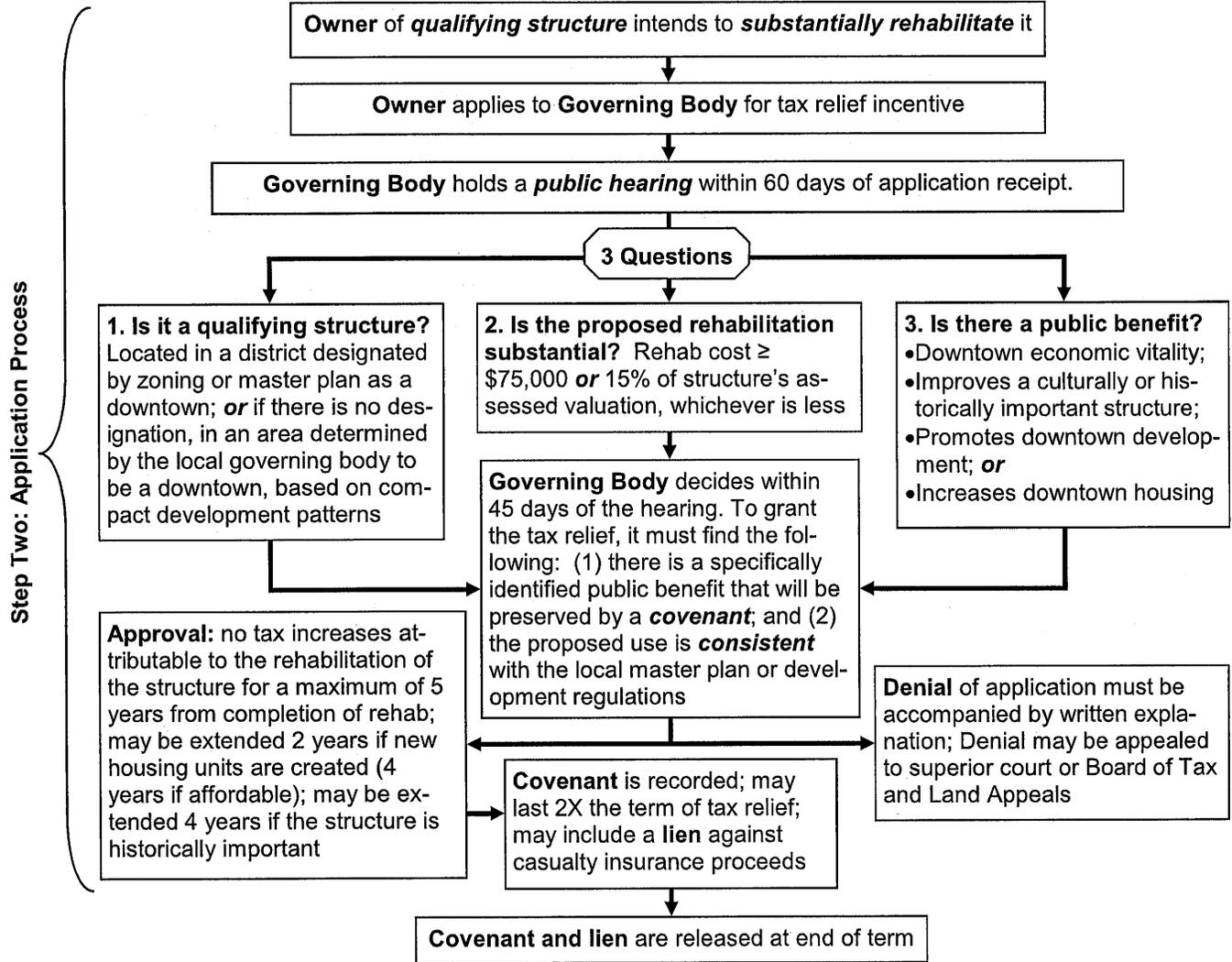
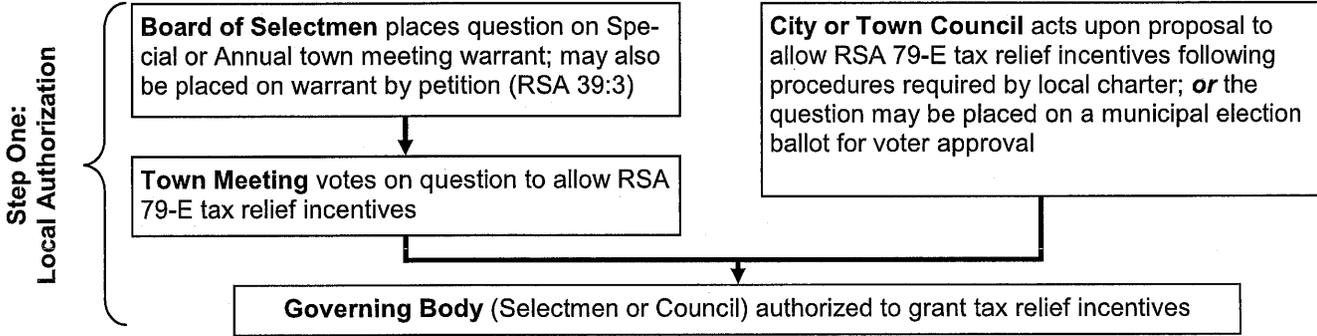
A property owner can apply for the tax relief only if:

- The building is located in the community’s downtown district (or equivalent), and
- The rehabilitation costs at least 15% of the building’s pre-rehab assessed value, or \$75,000, whichever is less, and
- The rehabilitation is consistent with the municipality’s master plan or development regulations.
- Adopted as of 3/09: Berlin, Concord, Groveton, Hopkinton, Hooksett, Lisbon, Manchester, Moultonboro, Pittsfield, Rochester and Warner.

For more information or to share experiences from your municipality, contact:
N.H Preservation Alliance, 603.224.2281 or jg@nhpreservation.org



RSA 79-E Community Revitalization Tax Relief Incentive



Termination: the tax relief provided by a municipality may be terminated if the property owner fails to maintain or utilize the property according to the terms of the covenant, or fails to restore, rebuild, or demolish the structure following damage or destruction. The Governing Body holds a public hearing to determine the extent of the diminution of the public benefit; the tax relief may be reduced or terminated; if it is terminated, the property owner is liable for back taxes.

This document is referenced in, and shall be used as a companion document to, RESOLUTION #2011-11 OF DURHAM, NEW HAMPSHIRE, adopted by the Durham Town Council, the governing body, on the 6th day of June, 2011.

Town of Durham
Public Benefit Determinations Relative to RSA 79-E
'COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE':
Additional Local Objectives

If a proposed substantial rehabilitation or replacement meets the basic threshold criteria outlined pursuant to RSA 79-E:7, the Town Council, in its discretion, shall ensure said project also accomplishes local objectives, such as:

1. Encourages a socially vibrant, economically viable, and aesthetically attractive downtown to provide all town residents and visitors a location both for informal social interactions and for convenient access to quality goods and services.
2. Encourages a pedestrian- and bicycle-friendly downtown.
3. Promotes increased office, retail, and research space on the stories above the first floor of structures.
4. Creates improvements that have the potential to spur further broad private sector investment and improvements to the downtown businesses and overall downtown built environment.
5. Enhances cooperation of the Town and the University of New Hampshire for the benefit of the overall community.
6. Promotes the redevelopment or replacement of outdated, substandard, or blighted structures in a way that is fiscally and socially beneficial to the community.
7. Results in well-managed, well-designed, and affordable multi-unit housing stock suitable for students and non-students, including seniors and members of the local workforce.
8. Incorporates and promotes energy efficiency measures and/or renewable energy generation to significantly lower demand for fossil-fuel consumption and enhance the reputation of the Town.

In accordance with RSA 79-E:5, the duration of the tax assessment relief program for all applications filed in Durham shall be considered in the context of each specific application and shall only provide that level of tax relief necessary in the discretion of the Council to effectuate the specific targeted public benefit(s) outlined as determined by the Town Council. In addition, the Town Council in its discretion shall endeavor to ensure that but for the tax relief provided, the proposed substantial rehabilitation or replacement would not be economically viable.

Note: The applicant shall provide Planning Board approval documents, if applicable, as part of the application package.

SAMPLE

RESOLUTION #2011-11 OF DURHAM, NEW HAMPSHIRE

IMPLEMENTING ENHANCED GUIDELINES FOR USE BY THE COUNCIL IN WEIGHING APPLICATIONS UNDER NEW HAMPSHIRE REVISED STATUTES ANNOTATED (RSA) 79-E "COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE" ENABLING MUNICIPALITIES TO PROVIDE FOR SHORT-TERM PROPERTY ASSESSMENT TAX RELIEF

WHEREAS, the Durham Economic Development Committee considered options for developing economic tools that may potentially benefit the Durham community; and

WHEREAS, 79-E has been adopted and successfully used in other New Hampshire communities; and

WHEREAS, the Durham Economic Development Committee recommended that the Town Council adopt RSA 79-E; and

WHEREAS, the Durham Historic District Commission recommended that the Town Council adopt RSA 79-E; and

WHEREAS, the Durham Planning Board recommended that the Town Council adopt RSA 79-E; and

WHEREAS, on April 6, 2009, the Director of Planning and Community Development, James Campbell, gave the Town Council a presentation relative to RSA 79-E which included what RSA 79-E does, how it works, how to define public benefit, what protections there are for Town of Durham, and discussed the finite duration of the tax relief; and

WHEREAS, on April 6, 2009, at the conclusion of the Mr. Campbell's presentation, the Council voted to schedule a public hearing on this issue for its meeting of April 20, 2009; and

WHEREAS, notice of the public hearing was duly published in the *Foster's Daily Democrat* and posted on the public bulletin board located outside of the Town Hall, as well as at the Department of Public Works, and the Durham Public Library; and

WHEREAS, on April 20, 2009, the Town Council opened the public hearing to receive input from citizens regarding this matter; and

SAMPLE

WHEREAS, on April 20, 2009, the Town Council voted to close the public hearing without receiving any input from the public. After closing the hearing and holding a discussion, the Council voted to schedule action on this matter at its first meeting in May 2009; and

WHEREAS, adopting the provisions of RSA 79-E was deemed to be a beneficial economic development tool for the community for use where appropriate by the Town Council; and

WHEREAS, on May 9, 2009, the Durham Town Council voted to adopt Resolution #2009-10 implementing the provisions of New Hampshire Revised Statutes Annotated (RSA) 79-E "Community Revitalization Tax Relief Incentive" Enabling Municipalities to provide for short-term property assessment tax relief; and

WHEREAS, In accordance with RSA 79-E:7, in order to qualify for tax relief under RSA 79-E, the proposed substantial rehabilitation must provide at least one of the public benefits, and the proposed replacement must provide one or more of the public benefits to a greater degree than would a substantial rehabilitation of the same qualifying structure, as follows:

- I. It enhances the economic vitality of the downtown;
- II. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district, town center, or village center in which the building is located;
- III. It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B; or
- IV. It increases residential housing in urban or town centers. and;

WHEREAS, RSA 79-E:7-a Public Benefit Determinations, allows cities or towns to adopt provisions that further define the "public benefits" enumerated in RSA 79-E:7 to assist the governing body in evaluating applications made under this chapter based on local economic conditions, community character, and local planning and development goals; and

WHEREAS, because of the unique economic conditions, community character, and local planning and development goals of the Town of Durham, if a proposed substantial rehabilitation or replacement meets the basic threshold criteria outlined pursuant to RSA 79-E:7, the Town Council, at its discretion shall ensure said project also accomplishes local objectives such as those outlined in the document titled "Town of Durham Public Benefit Determinations Relative to RSA 79-E 'COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE': Additional Local Objectives;" and

SAMPLE

WHEREAS, RSA 79-E:5 grants the governing body the ability to adopt local guidelines to assist it in determining the appropriate duration of the tax assessment relief period; and

WHEREAS, in accordance with RSA 79-E:5, the duration of the tax assessment relief program for all applications filed in Durham shall be considered in the context of each specific application and shall only provide that level of tax relief necessary in the discretion of the Council to effectuate the specific targeted public benefit(s) outlined as determined by the Town Council. In addition, the Town Council in its discretion shall endeavor to ensure that but for the tax relief provided, the proposed substantial rehabilitation or replacement would not be economically viable.

NOW, THEREFORE BE IT RESOLVED that the Durham Town Council, the governing body of the Town of Durham, New Hampshire, hereby adopts Resolution #2011-11 implementing enhanced guidelines contained herein for use by the Council in weighing applications under New Hampshire Revised Statutes Annotated (RSA) 79-E "Community Revitalization Tax Relief Incentive" Enabling Municipalities to provide for short-term property assessment tax relief.

PASSED AND ADOPTED by the Town Council of the Town of Durham, New Hampshire this 6th day of June, 2011 by Nine (9) affirmative votes, Zero (0) negative votes, and Zero (0) abstentions.

Diana Carroll, Chair
Durham Town Council

ATTEST:

Lorrie L. Pitt, Town Clerk

Selectmen Representatives to the Committees

Committee	2013	2014
Budget Recommendations Committee	Dan Chartrand	Dan Chartrand
	Matt Quandt	Nancy Belanger
	Frank Ferraro	Anne Surman
	Donald Clement	Donald Clement
	Julie Gilman	Julie Gilman
Cable Television Advisory Committee	Matt Quandt	
Conservation Commission	Donald Clement	
Council On Aging	Matt Quandt	
Economic Development Commission	Dan Chartrand	
Emergency Management Committee	Matt Quandt	
Exeter Arts Committee	Donald Clement	
Exeter River Study Committee	Donald Clement	
Exeter Transportation Committee	Julie Gilman	
Health & Safety Committee	Frank Ferraro	
Heritage Commission	Julie Gilman	
Historic District Commission	Julie Gilman	
Planning Board	Frank Ferraro	
Rockingham Planning Commission	Dan Chartrand	
Swasey Parkway Trustees	Matt Quandt	
Technology Advisory Committee	Julie Gilman	
Train Committee	Julie Gilman	
Water & Sewer Advisory Committee	Frank Ferraro	

No BOS rep to Zoning Board of Adjustment per RSA

Meet monthly

Terms Ending in 4-2014

Budget Committee	Bill	Campbell	
	Allan	Corey	
	Rob	Corson	
	Francine	Hall	
	Phil	Johnson	
	Bob	Kelly	
	Peter	Lennon	
	Nelson	Lourenco	
	Judy	Rowan	
	Corey	Stevens	
	Anne	Surman	
	Harry	Thayer	
	Robert	Wentworth	
	Don	Woodward	
	Anthony	Zwaan	
Conservation Commission	Margaret	Matick	Voting
	Carlos	Guindon	Voting
	Russell	Kaphan	Voting
	Cynthia	Field	Alternate
Council On Aging	Phyllis	Roach	Voting
Exeter Arts Committee	Karen	Desrosiers	Voting
	Kathy	Thompson	Voting
	Lauren	Chuslo-Shur	Voting
Exeter Economic Development Commission	Madeleine	Hamel	Voting
	Jason	Proulx	Voting
	David	Hampson	Voting
Exeter River Study Committee	Rod	Bourdon	Voting
	Lionel	Ingram	Voting
Heritage Commission	Mary	Dupre	Voting
	Jaime	Lopez	Voting
Historic District Commission	Len	Benjamin	Voting
	Ron	Schutz	Voting
	Patrick	Gordon	Alternate
Planning Board	Ian Jonathan	Raum	Voting
	Kathy	Corson	Alternate
Rockingham Planning Commission	Katherine	Woolhouse	BOS Appt
Technology Committee	Rod	Danielson	Voting
Zoning Board of Adjustment	Rick	Thielbar	Voting
	Martha	Pennell	Voting
	Marc	Carbonneau	Alternate
	Stephen	Cole	Alternate
Water and Sewer Advisory Committee	Boyd	Allen	
	Gene	Lambert	

Draft Minutes

Exeter Board of Selectmen

March 24, 2014

1. Call Meeting to Order

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

2. Board Reorganization

Chairman Clement opened up nominations for the new Chair. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to nominate Julie Gilman as BOS Chair. Motion carried – all in favor with one abstention from Selectwoman Gilman. Chairman Clement declared Julie Gilman as the new Chairwoman.

Chairwoman Gilman opened nominations for Vice Chair. A Motion was made by Selectwoman Belanger and seconded by Selectman Clement to nominate Dan Chartrand as BOS Vice Chair. Motion carried – all in favor with one abstention from Vice Chair Chartrand.

Next, Chairwoman Gilman opened nominations for BOS Clerk. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to nominate Anne Surman as BOS Clerk. Motion carried – all in favor with one abstention from Selectwoman Surman.

3. Public Comment

None.

4. Minutes & Proclamations

a. Regular Meeting: March 10, 2014

Vice Chair Chartrand had two amendments. The first was on page 3, paragraph 5, changing the first sentence from "Chairman Clement moved..." to "Vice Chair Chartrand moved...". The second amendment was on page 8, under Adjournment, changing "It was moved by Town Manager Dean..." to "It was moved by Selectman Quandt...".

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the minutes of the March 10, 2014 BOS meeting as amended. Motion carried – all in favor with two abstentions from Selectwoman Surman and Selectwoman Belanger.

5. Appointments

None.

6. Discussion/Action Items

a. New Business

I. 2014-15 BOS Committee Assignments

Chairwoman Gilman wanted to postpone this agenda item, setting it to the next meeting, so the new BOS members can have done at least one meeting.

II. Review Boards/Committees

Selectman Clement talked about some of the Committees on the list (included in the packet) might be inactive. There was not much other discussion about this item.

III. MS-2 Report of Appropriations

Chairwoman Gilman said the total voted appropriations are \$30,685,876. Vice Chair Chartrand said he would like to hear from Mr. Dean on this report.

Mr. Dean said of the \$30,685,876, \$8.3 million are bond issues. He said \$1.8 million was approved for the Great Dam project. The general fund appropriations total \$17,347,955. The water fund came in at approximately \$2.53 million and the sewer fund totaled approximately \$2.41 million. Mr. Dean said they will be putting together a bond issue for June for the Lincoln Street work. Also, total appropriations for the Wastewater facility bond will be approx. \$5 million.

Chairwoman Gilman asked if there were any questions. With no questions, a Motion was made by Selectman Clement and seconded by Selectwoman Belanger to sign the MS2 Report of Appropriations documents. Motion carried – all in favor.

IV. Review 2013 Goals

Chairwoman Gilman talked about the 2013 BOS goals, asking if everyone felt they met the goals and if not to get them met. Goal 1 was the All Boards Meeting. Chairwoman Gilman said they need to do this. Vice Chair Chartrand agreed they should schedule another meeting. Chairwoman Gilman said first they can make goals and then see how the other Committees can help the BOS achieve their goals OR they can wait until the Committees meet and the BOS can

help them achieve their goals. Selectman Clement thought they should get the BOS goals meeting scheduled as soon as possible. Chairwoman Gilman suggested scheduling it for the second week in April. Selectman Clement suggested asking the new BOS members what they'd prefer for a day. Selectwoman Surman and Selectwoman Belanger both said a Saturday would work for them. Mr. Dean said the 19th or the 26th are the preferred dates. The Board agreed the 19th would work best.

Next, Chairwoman Gilman talked about May being a good time for the all boards meeting. Selectwoman Belanger suggested the first week in May and Mr. Dean suggested May 7. The Board agreed.

Goal 2 was to develop RFP for facility plan to be issued in the 2014 budget. Chairwoman Gilman said the RFP was voter approved and asked if it has been finalized yet. Mr. Dean said it is in draft form. Vice Chair Chartrand said they need to finalize the RFP, get the consultants in, and get a process running. Selectwoman Surman asked who is drafting the RFP. Mr. Dean said he has been working on it and it is almost ready. His plan is to circulate it to the Board when he gets any gaps that may be in it filled in. He said it should be in good shape within 30 days or so.

Chairwoman Gilman said Goal 3, which was to draft an economic development position, was achieved and approved in the budget.

Chairwoman Gilman talked about Goal 4, Regionalization. She talked about what this consists of and said they need to make sure things aren't duplicated. Selectman Clement said they can reach out to different departments to see what they see on the horizon. Chairwoman Gilman said department heads can go over their stuff and report back to them.

Selectman Clement explained to Selectwoman Surman and Selectwoman Belanger how they Board came up with their 2013 goals. They talked about where they would like to see Exeter go. He asked the new Board members to bring this to the April session. He said this is a free flowing discussion.

b. Old Business

I. Bid Award: Groundwater Plant Construction

Chairwoman Gilman said there were six bids received. The three lowest bids were up for consideration. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to approve the base bid but hold the bid on Alternative A. The bid was awarded to Apex Construction, Inc. in the amount of \$3,873,200. Motion carried – all in favor.

7. Regular Business

a. Bid Openings/Surplus Declarations

Chairwoman Gilman gave the following bids for a mower for the Parks and Rec dept:

- 1. MTE, The Equipment Solutions \$10,709.15 plus \$2,379 (bag catcher)
- 2. Perkins Lawnmower \$7,995 plus \$2,995 (bag catcher)
- 3. Hayden Equipment
 - \$10,187.15 (mower 1)
 - \$10,441.85 (mower 2)
 - \$9,847.55 (mower 3)
 - \$9,264.15 (mower 4)
 - \$9,944.15 (mower 5)
 - \$2,503.70 (bag catcher 1)
 - \$2,464.15 (bag catcher 2)
 - \$500 trade-in allowance
- 4. James R. Rosencrantz & Sons
 - \$9,946.81 (mower 1)
 - \$9,716.28 (mower 2)
 - \$1,984.97 (bagger)
 - \$1,500 trade-in allowances
- 5. James R. Rosencrantz & Sons \$9,823.58 plus \$2,909.88 (bagger)

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to refer these bids to the appropriate department to evaluate and make a recommendation. Motion carried – all in favor.

b. Tax, Water/Sewer Abatements & Exemptions

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the disability exemption for map 32, lot 12, unit 7 in the amount of \$125,000. Motion carried- all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve three veteran’s credits all in the amount of \$500 for the following map/lot/units: 19/16/12, 104/26, and 95/49. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 104, lot 37 in the amount of \$183,751. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemptions all in the amount \$152,251 for the following map/lot/units: 63/188, 95/64/329, and 32/12/25. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to deny the elderly exemption for map 63, lot 102, unit 54. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemptions all in the amount of \$152,251 for the following map/lot/units: 80/6/41, 61/22, 17/6. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve abatements for map 110, lot 2, unit 15 in the amount of \$109.67. Motion carried - all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve a tax collection interest waiver for map 65, lot 89 in the amount of \$67.05. Motion carried – all in favor.

c. Permits & Approvals

A Motion was made by Selectman Clement and seconded by Vice Chair Chartrand to approve the permit for use of the Town Hall and Bandstand by Exeter Brass for Concerts on the Bandstand on Mondays starting June 30, 2014 through July 28, 2014 from 7-9 pm. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the use of the Town Hall by Seacoast Wind Ensemble for concert band rehearsal on Tuesday, April 22, 2014 from 6:30 – 9:30 pm. Motion carried – all in favor.

d. Town Manager's Report

Mr. Dean included his report in the packet and highlighted the following:

- Coordinating with Public Works on setting up a conference call with the EPA regarding nitrogen tracking for the Town's Admin. Order of Consent
- Researched bond proceeds from 2008 warrant article regarding Great Dam
- Portsmouth Ave. Sewer Line construction scheduled to restart April 7, 2014 through July

- Downeaster survey will be taken at train station April 5 through April 11, 2014, to update ridership numbers. These haven't been updated in a few years
- Lincoln St. 2-hour parking limitation has been posted
- Worked with Finance Office and COAST, and reps from Transportation Committee to review FY14 appropriation for proper invoicing of Town
- Local option fee coordination with Town Clerk to begin April 1
- Finalized claim on Town Hall work through Primex – work is now complete on last item the main floor reconstruct
- Reviewed assessment fee RFQ for Water/Sewer Advisory Committee as they are looking to update the new assessment fee structure
- Reviewed Powder Keg Festival agreement
- Working on SEIU agreement integration per Town Meeting vote

Chairwoman Gilman wanted to follow-up on Portsmouth Ave, saying the water main flushing has to happen first. It is starting next week with night flushing on the west side of town. She said all the water flushing information is available on the town website.

e. Selectman's Committee Reports

Selectwoman Surman had nothing to report.

Vice Chair Chartrand reported a meeting of the Economic Development Commission, saying he is pleased the voters approved the new Economic Development Director position and RSA 79-E. He also added tonight was a historic evening as it is the first time in the 375 years that the majority of the Board are women.

Selectman Clement reported the Conservation Commission met and they approved an expedited wetlands permit for Riverwoods. He also said River Study met and had a discussion about the vote of the dam. Rockingham Planning Commission met and talked about C3 bringing propane in from Newington. Planning Board met and there was a discussion on Franklin Street work.

Selectwoman Belanger had nothing to report.

Chairwoman Gilman said the Historic District Commission met and had a discussion on the Franklin Street work.

f. Correspondence

The following correspondence were included in the packet:

- Portsmouth Naval Shipyard – Economic Impact
- State of NH Division of Fire Safety about fireworks

- NH Council on Resources and Development memo about state owned land
- Appointment Application for Stephanie Canty to join Budget or EDC. They will set up an appointment to meet with her
- Rockingham Planning Commission letter thanking Exeter for its continued support for regional planning in Southeastern NH
- 45th Annual Charity Auction is April 5, 2014
- American Independence Museum press release
- Letter from Mike Favreau about the Holland Way fence
- Altus Engineering letter about the Minimum Impact Expedited Application for Riverwoods
- Letter from New Generation, Inc. thanking Exeter for \$2,000 funding
- Dept. of Revenue Admin. 2013 Ratio Study
- DRA letter about the contract for general assessing
- Letter from Municipal Resources about the Professional Services Agreement
- Letter from MMG Insurance about a claim
- Trainrider Northeast Group update
-

8. Review Board Calendar

Chairwoman Gilman said the next BOS meeting will be April 7, 2014. At which time they will discuss RSA 79-E.

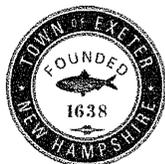
A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to adjourn the meeting at 8:15 pm. Motion carried – all in favor.

Respectively submitted,

Nicole McCormack
Recording Secretary

MAR 31 2014

Received



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: twmng@town.exeter.nh.us

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

Signboard Requested: Poster Board Week: Plywood Board Week:

Representative Information:

Name: Katherine Roberts Address: 30 Linden St
 Town/State/Zip: Exeter, NH 03833 Phone: 603-235-9893
 Email: director@musicalarts.org Date of Application: 3/26/14

Organization Information:

Name: MusicalArts Address: 30 Linden St
 Town/State/Zip: Exeter, NH 03833 Phone: 603-235-9893

Reservation Information:

Type of Event/Meeting: student Music recitals Date: 5/30-6/1
 Times of Event: set up in am, 7:00-9:00 recitals Times needed for set-up/clean-up: Friday am set up, Sunday eve clean up
 # of tables: 0 # of chairs: 150
 List materials being used for this event: n/a
 Will food/beverages be served? yes Description: cookies

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: Katherine Roberts Date: 3/26/14

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

Office Use Only:

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

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



Application for Use of Town Facility

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

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

Signboard Requested: Poster Board Week: _____ Plywood Board Week: _____

Representative Information:

Name: Albert Abramson Address: PO Box 746

Town/State/Zip: Seabrook Phone: 760-7090

Email: m2xxoccupancy@yahoo.com Date of Application: April 4, 2014

Organization Information:

Name: Libertarian Party of New Hampshire Address: _____

Town/State/Zip: Manchester, New Hampshire Phone: _____

Reservation Information:

Type of Event/Meeting: Seacoast Annual Freedom Expo (SAFE) Date: Friday, April 25, 2014

Times of Event: 5pm - 9:30pm Times needed for set-up/clean-up: 4pm - 10pm

of tables: 10 # of chairs: 20 (at tables)

List materials being used for this event: _____

Will food/beverages be served? no Description: _____

Requirements:

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

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

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

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

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

Applicant signature: *Albert Abramson* ^{without prejudice} Date: April 4, 2014

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

List for Selectmen's meeting April 7, 2014

Abatements

Map/Lot	Location	Refund
111/5/11	11 Green Gat CG	398.00

Veteran's Credit

Map/Lot	Location	Credit Amount
68/6/534	5 Sterling Hill Ln u534	500.00
68/6/542	5 Sterling Hill Ln u542	500.00

Elderly Exemption

Map/Lot	Location	Exemption
90/4	16 Phinney Lane	236,251
70/4	2 Orchard Cir	152,251
27/6	50 Beech Hill Rd	152,251
65/56	29 Haven Lane	236,251
95/64/90	4 Alder Street	152,251
95/64/139	10 Morton Street	152,251
104/79/110	110 Exeter River Landing	236,251
95/64/286	65 Hilton Ave	152,251

Town Manager Updates

Submitted by: Russell Dean, Town Manager

Week Ending: April 4th, 2014

- Participated in EPA Conference call on March 27th with several others regarding nitrogen tracking in Exeter per the Town's Administrative Order of Consent. Outcome of meeting was an expected matrix from the EPA to give us guidelines to further track nitrogen. This effort involves several departments and consultants (Wright Pierce, Ed Leonard) assisting the Town in developing the nitrogen tracking. Rob Roseen's WISE group is also involved.
- Participated in a TIF subcommittee meeting on April 4th to discuss TIF follow up. Beth MacDonald is now chairing this group.
- Exeter Police has taken some speed readings of Swasey Parkway since the speed bumps were removed as part of the parking implementation last year (results are attached).
- I met with Superintendent Morgan to review issues associated with public access and the education channel. The idea of a potential access studio downtown has been under discussion since 22 has acquired a new trcaster.
- NHDOT TE calendar was adjusted by two months which will give committee involved with baggage building more time to determine options moving forward.
- A portion of Powder Mill Road was closed after the combined heavy rain and snow melt last week. In addition, the Town experienced two combined sewer overflows (CSO's) in varying amounts that were reported to NHDES. Again this was due to the heavy rain events and snow melting.
- Work continues on both the wastewater facilities plan via Wright Pierce and the Portsmouth option review with Stratham and Greenland. The first step in the Stratham-Greenland-Exeter-Portsmouth option is to cost the pipe that would go from Exeter to Pease to transport wastewater. This work will be underway shortly.
- Met with Cliff Sinnott to review the All Boards 1 meeting and prepare for the All Boards 2 meeting coming up in May.
- Continued to work with Parks/Recreation and the Chamber of Commerce on a formal agreement regarding the Powder Keg Festival.
- The research on the 2008 warrant article regarding Great Dam has been completed. Counsel believes the money cannot be used for removal purposes going forward, but did advise that the remaining bond proceeds (approximately \$281,000) can be used to pay principle on the outstanding debt. We are checking with the New Hampshire Bond Bank on this particular issue. Principal payments due over the next several years are \$36,000 per year and including this year's payment \$289,800 is remaining principle on the original \$377,000 issue.
- Portsmouth Avenue Sewer Line construction scheduled to start on Monday April 7, 2014.
- Flushing program underway last Monday, March 31st.
- Met with Sherri Nickson and Stephanie Marshall regarding implementation of warrant article 22 which the BOS has on its agenda for April 7th. Letters need to go to the named parties.

- Completed SEIU agreement integration and it is being reviewed by Human Resources and labor counsel.



EXETER POLICE DEPARTMENT



Memorandum

April 4, 2014

To: Town Manager
From: Chief Kane
Ref: Swazey Parkway Speed

After our conversation I had the stealth radar set up at the North end of the parkway from March 29, 2014 to April 3, 2014. The results show that the parkway continues to be heavily travelled 6,481 vehicles in that time frame. The average speed was 26 mph, the 50th percentile is 27 mph and the 85th percentile is 32 mph.

On August 13th of 2012 I had the stealth radar placed on the north end of the parkway to log speeds and vehicle counts. It was kept up for 7 days and then the info was down loaded. The results show that the parkway is heavily travelled approximately 28,000 vehicles in that time frame. The average speed is 22 mph the 50th percentile is also 22 mph and the 85th percentile is 27mph.

Currently parking is allowed on one side only and there are no speed calming bumps. In both of the above instances you can assume that speed on the road would increase, and it has. When there is parking on both sides as it was before vehicles have no choice but to slow down or stop to get around the parked cars because there the roadway is narrowed to one lane. The speed bumps force you to slow down to get over them.

As you can see without the speed calming bumps the speed has increased on the average of about 5 mph.

Correspondence
4/7/14

**PRESS RELEASE
EXETER, NEW HAMPSHIRE
DOG LICENSING**

DOG LICENSE IS DUE BY APRIL 30, 2014. The Exeter Town Clerk's Office is no longer sending out dog notices for renewal. State law requires that every owner or keeper of dogs 4 months old or older shall annually, on or before April 30, license his/her dog(s). Proof of a current rabies vaccination must be provided, unless it is already current and on file in the Exeter Town Clerk's Office.

All current licenses expire April 30th. A late fee of \$1.00 per month will be charged for any dog not licensed by June 1st. We are obligated to inform the Police Department of a violation of the State statute and a civil forfeiture will be issued by certified mail which provides for a \$25.00 fine per dog, a \$5.00 processing fee, plus the registration fee.

NOTE: A rabies clinic will be held on Sunday, April 13th, May 18th, and June 15th, from 10am – 1pm at the NHSPCA in Stratham. Call 603-1-772-2921 for more information or email info@nhspca.org.



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

Mr. Paul J. Vlasich, Jr., PE
Town Engineer
Town of Exeter
Public Works Department
13 Newfields Road
Exeter, NH 03833

March 19, 2014

RE: Great Dam, No. 082.01

Dear Mr. Vlasich:

The Department of Environmental Services' Dam Bureau (DES) understands that the decision to remove the above-referenced dam was made at the polls on March 11th and that the Town was authorized to appropriate almost 1.8 million dollars to do so.

On behalf of DES, I will say that we are glad that a decision on the dam's fate has been reached and anxious for a schedule to be developed to carry out the work. I am hopeful that the grant request issued to the National Fish and Wildlife Foundation will prove fruitful to reduce the outlay of Town funds from other sources. If not, Deb Loiselle has expressed to me that she will continue to work with you and others to identify other potential grants for the project. As we have noted in the past, please continue to monitor, repair, and operate the dam, as necessary, until such time as it can be removed. The Town's efforts in this regard as the feasibility study was carried out were more than adequate and should be continued in the short term.

Though a detailed plan for the removal is still yet to be developed, I would like to offer that the conceptual proposal included as Alternative B in the Exeter River Great Dam Removal Feasibility and Impact Analysis report is one that would be adequate to accomplish the task. Specifically, this alternative called for removing the dam in its entirety from bank to bank and restoring the channel cross section to as near its pre-dam condition as possible.

For our part, we anticipate that Deb Loiselle and Jim Weber will continue to work with you, your engineering consultant(s) and other interested parties/agencies to ensure that all aspects of the project proceed as smoothly as possible. Others here at DES representing other environmental programs are also likely to continue to participate.

DES is hopeful that the Town will be in a position to provide a more detailed plan and schedule for moving forward with the removal process sooner, but DES will expect a formal reply with your intentions by the end of May. I look forward to hearing from you soon on the subject. Please contact me at 271-1966 or via email with any questions.

Sincerely,

Steve N. Doyon, PE, Administrator
Dam Safety & Inspection Section

cc: Mr. Donald Clement, Chairman, Board of Selectmen
Ms. Jennifer Perry, DPW Director
SND/was/h:/damfiles/08201/Letters/20140319 08201 Dam Removal Schedule Request.doc

Town Manager's Office

MAR 26 2014

Received



CDFFA
Community Development Finance Authority
Strengthening New Hampshire's Communities

Town Planning Office

MAR 19 2014

Received

Memorandum

To: County Commissioners, Municipalities, Regional Planning Commissions, Consultants, and other Interested Parties

From: Thaddeus Kuchinski, Interim Executive Director *[Signature]*

Date: March 18, 2014

Re: Availability of CDBG Planning Grant Funds – Application Deadline – Wednesday, April 30, 2014

The Community Development Finance Authority (CDFFA) will be accepting applications for the first round of Planning Grants for the Community Development Block Grant (CDBG) program. There are two application rounds each year, one in April and one in October. All applications for the first round must be received by CDFFA through its online grants management system <https://nhcdfagrants.org> by **4:00 PM on Wednesday, April 30, 2014**. There is a total of \$50,000 available for awards, with a \$12,000 limit per project.

Planning Grants are awarded on a competitive basis to determine whether a particular project is feasible for a future CDBG grant application. All applications must document that at least 51% of the intended beneficiaries are low- and moderate-income persons or households.

Successful applications funded in previous rounds have included:

- An architectural study to provide costs and preliminary plans that will make unused meeting space in a historic municipal building ADA compliant.
- A study to identify a feasible solution of a failing wastewater system which poses a serious public health threat to low- and moderate-income residents (water and sewer projects must document a known threat to health and safety).

Any municipality or county, other than the entitlement communities of Rochester, Dover, Portsmouth, Manchester, and Nashua, is eligible to apply to CDFFA for CDBG funding. A nonprofit agency may also apply through its municipality or county as a sub-recipient of CDBG funds. On the reverse side are excerpts from the New Hampshire Code of Administrative Rules - Parts Cdfa 309.01 and 309.02 outlining eligibility requirements for CDBG feasibility grants. For additional information about the CDBG Planning Grants and other CDFFA programs go on-line to <http://www.nhcdfa.org> or contact CDFFA at 603-226-2170. If you need assistance in submitting your application through our electronic grants management system, please contact Missy Lackey at 717-9104 or via email at mlackey@nhcdfa.org.

Please note that grant awards are contingent upon available funding.

State of New Hampshire Administrative Rules

PART Cdfa 309 FEASIBILITY GRANTS

Cdfa 309.01 Project Requirements.

(a) The objectives of a feasibility grant shall be to determine whether or not:

- (1) The project proposed is feasible and/or to recommend specific action(s) to be undertaken; and
- (2) A minimum of 51 percent of the intended beneficiaries shall be low and moderate income persons or households.

(b) Upon completion of the study, a public hearing with opportunity for oral and written comment shall be held to discuss its recommendations and conclusions.

Cdfa 309.02 Eligible Activities.

(a) Eligible activities shall include the study, analysis and planning of any eligible activity, including architectural and engineering redesign, which might lead to a community development or economic development grant application.

(b) Ineligible activities shall include:

- (1) Final architectural and engineering designs;
- (2) Municipal master plans;
- (3) Construction; and
- (4) Any other activity that the authority determines to be inconsistent with the national objectives in 42 U.S.C. 5304 (b) of the federal act.

A complete copy of the administrative rules for the New Hampshire State CDBG Program can be accessed on line at:

http://www.gencourt.state.nh.us/rules/state_agencies/cdfa300.html

APR 03 2014

Received

SEACOAST

MENTAL

HEALTH

CENTER

Inc.

March 31, 2014

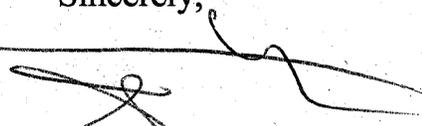
Selectmen
Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Selectmen:

On behalf of everyone at the Seacoast Mental Health Center, thank you for your recent allocation of \$2,125.00. We have received your payment and are grateful for your support.

I would like to take the opportunity to express our appreciation for the support that the Town has given our agency throughout the years. We look forward to providing continued comprehensive mental health services to residents of your community.

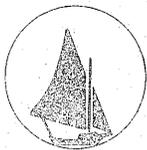
Sincerely,


Jay Couture, MHA
Executive Director

1145 Sagamore Avenue
Portsmouth, N.H. 03801-5503
(603) 431-6703
Administrative FAX
(603) 433-5078
Clinical FAX
(603) 430-3753
www.smhc-nh.org

Board of Directors

John Pendleton, *President*
Carole Bunting, *Vice President*
Jason Coleman, *Treasurer*
Paul Sorli, *Secretary*
Anthony Andronaco
Timothy Black
Susan Craig
Kathleen Dwyer
Timothy Graff
Kimberly A. Hyer
Lindsay Josephs
Monica Kieser
Edward Miller
Nike Speltz
Robert F. Stomierosky



30 Prospect Avenue
Exeter, N.H. 03833
(603) 772-2710
FAX (603) 772-4975

SMHC is an Equal
Opportunity Provider



Manchester Office Statewide Headquarters
464 Chestnut Street, PO Box 448, Manchester, NH 03105
tel 603-518-4000 fax 603-668-6260
toll free 800-640-6486 www.cfsnh.org

Town Manager's Office

MAR 26 2014

Received

March 25, 2014

Sheri Riffle, Executive Assistant
Town of Exeter
10 Front Street
Exeter, NH 03833-3792

Dear Sheri:

We very much appreciate the town of Exeter's approval of funding in the amount of \$12,000 in support of the services we provide to the residents. These funds will go a long way in helping us serve children and families in your community.

We have attached our first quarterly invoice and the signed Human Service Agreement to this letter. Please send checks to:

Child and Family Services
464 Chestnut Street, Box 448
Manchester NH 03105
Attn: Ruth Zax, Director of Development

Please let me know if you require any additional information. We would appreciate receiving information on the process of applying for the next cycle of funding as well. I can be reached at 518-4130 or zaxr@cfsnh.org

Sincerely,

A handwritten signature in cursive script that reads "Ruth B. Zax".

Ruth B. Zax
Director of Development

start something

Town Manager's Office

MAR 26 2014

Received



**Big Brothers Big Sisters
of the Greater Seacoast**
4 Greenleaf Woods #201
Portsmouth, NH 03801

T 603 430 1140
F 603 430 7760
www.bbbsgs.org

March 24, 2014

Mr. Russell Dean, Town Manager
Town Of Exeter
10 Front Street
Exeter, NH 03833-2792

Dear Russell,

Thank you for your recent \$9,000.00 pledge from the Town of Exeter! This gift will reach far beyond what you might imagine as Big Brothers Big Sisters of the Greater Seacoast just celebrated 35 years serving the Seacoast community.

"He's really my friend. My only friend," says a 13 year-old Little Brother. "He's the one person that really gets me."

We continue to partner with parents and guardians, volunteers and others in the community to help children:

- ✓ Achieve higher aspirations
- ✓ Greater confidence and better relationships
- ✓ Avoid risky behavior
- ✓ Succeed academically

When a young boy who is being bullied at school was asked about his Big Brother, he said simply, "He understands me."

On behalf of our board of directors, our staff, and most importantly, our Bigs and Littles, we are forever indebted to you. Your gift has a tremendous impact as we strive to recruit volunteer mentors for not only the children on our waiting list, but all children in the greatest need.

A 14-year old Little Sister recently told us, my Big Sister "is like a real sister to me. We have a bond that I thought I would never have with anyone. I am very blessed to have her in my life."

The single most important factor in determining whether a child reaches their potential is having a caring adult in their life. Together we are building resiliency in children and building stronger communities here on the Seacoast. Thank you for supporting our mission to provide children facing adversity with strong and enduring, professionally supported one-to-one relationships that **change their lives for the better, forever.**

With gratitude,

Stacy W. Kramer, MSW
Executive Director

*Thank you
for your
continued
support!*

Our Federal Tax ID number for your records is: 02-0348477.

start something



**Big Brothers Big Sisters
of the Greater Seacoast**
4 Greenleaf Woods #201
Portsmouth, NH 03801

T 603 430 1140
F 603 430 7760
www.bbbsgs.org

March 26, 2014

Mr. Russell Dean, Town Manager
Town Of Exeter
10 Front Street
Exeter, NH 03833-2792

Dear Russell,

Thank you for your recent \$2,250.00 donation! This gift reaches far beyond what you might imagine as Big Brothers Big Sisters of the Greater Seacoast just celebrated 35 years serving the Seacoast community.

"He's really my friend. My only friend," says a 13 year-old Little Brother. "He's the one person that really gets me."

We continue to partner with parents and guardians, volunteers and others in the community to help children:

- . Achieve higher aspirations
- . Greater confidence and better relationships
- . Avoid risky behavior
- . Succeed academically

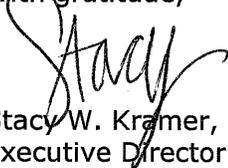
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The single most important factor in determining whether a child reaches their potential is having a caring adult in their life. Together we are building resiliency in children and building stronger communities here on the Seacoast. Thank you for supporting our mission to provide children facing adversity with strong and enduring, professionally supported one-to-one relationships that **change their lives for the better, forever.**

With gratitude,


Stacy W. Kramer, MSW
Executive Director

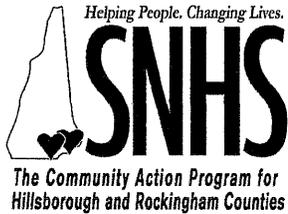
*Thank you
so much
for your support!*

Our Federal Tax ID number for your records is: 02-0348477.

Town Manager's Office

APR 02 2014

Received



SOUTHERN NEW HAMPSHIRE SERVICES

The Community Action Program for Hillsborough and Rockingham Counties

RCA – Portsmouth Outreach Office

4 Cutts Street, Portsmouth, NH 03801

Telephone: (603) 431-2911 Fax: (603) 431-2916

www.RCAAction.org

Town Manager's Office

MAR 24 2014

Received

Executive Director

Gale F. Hennessy

Deputy Director

Fiscal Officer

Michael O'Shea

Chief Operating Officer

Deborah Gosselin

Administration:

40 Pine Street

PO Box 5040

Manchester, NH 03108

Tel: (603) 668-8010

Outreach Offices in Hillsborough County:

Manchester (03103)

160 Silver Street

Tel: (603) 647-4470

Nashua (03060)

134 Allds Street

Tel: (603) 889-3440

Greenville (03048)

Greenville Falls

56 Main Street

Tel: (603) 878-3364

Peterborough (03458)

46 Concord Street

Tel: (603) 924-2243

Hillsboro (03244)

63 West Main Street

Tel: (603) 464-5835

Outreach Offices in Rockingham County:

Derry (03038)

9 Crystal Avenue, Ste 1

Tel: (603) 965-3029

Portsmouth (03801)

4 Cutts Street

Tel: (603) 431-2911

Raymond (03077)

55 Prescott Road

Tel: (603) 895-2303

Salem (03079)

Salem Town Hall

33 Geremonty Drive

Tel: (603) 893-9172

Seabrook (03874)

638 Lafayette Road

Tel: (603) 474-3507

March 20, 2014

Russell Dean, Town Manager
Sherri Riffle, Administrative Assistant
Town of Exeter
10 Front Street
Exeter, NH 03833-2792

Dear Mr. Dean and Ms. Riffle,

I am writing to thank you, and the Town of Exeter, for your generous appropriation of \$11,000 to Rockingham Community Action (RCA) in the Town's FY2014 Budget. Your financial support is critical in enabling us to continue to assist your town's residents living at or below the poverty level with a wide range of programming.

With this letter I am also returning the signed Human Service Agreement mailed to us earlier in the month and a request for the first of 4 payments to be disbursed throughout 2014.

Thanks again for Exeter's continuing support. Please do not hesitate to contact me at any time regarding our services.

Sincerely,

Keith Bates
Community Services Director
Rockingham Community Action
4 Cutts Street, Portsmouth, NH 03801
kbates@rcaaction.org
603-430-4925

Families First

support for families...health care for all

Town Manager's Office

MAR 26 2014

Received

March 21, 2014

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

Dear Selectmen,

We at Families First were very happy to learn that the Town of Exeter has awarded us a grant for the purpose of subsidizing the cost of the health and family services that Families First provides to Exeter residents.

We look forward to receiving your \$3,000 grant to be disbursed in four quarterly payments.

Families First Health and Support Center could not make our health care, dental care and parenting and family programs accessible and affordable for the diverse clientele we serve without assistance from foundations, corporations, governments and community organizations such as the Town of Exeter.

We very much appreciate your willingness to continue a relationship with Families First. Thank you for your confidence in us and for supporting our work.

Sincerely,



Helen B. Taft
Executive Director

Enclosed: Human Service Agreement, Invoice

Town Manager's Office

MAR 24 2014

Received

Ms. Jennifer Perry, Director
Public Works Department
13 Newfield Rd.
Exeter, NH 03833

March 21, 2014

Dear Ms. Perry:

What a tough winter!

What a great job your team did – not just keeping the streets and sidewalks clear of snow and ice, sanding and spreading ice melt - but valiantly (I haven't used that word in years) plugging pot holes over and over again.

I know I express the thanks of our citizens and the thousands of travelers who have traversed our roads and sidewalks this past season.

Guess you will continue to have a busy spring and summer...no rest for the weary.

Best to you,

A grateful resident,



Murray Movitz

cc. Town Manager

Quarterly Report

PLANNING DEPARTMENT

January-March 2014

Town Planner Updates:

Planning Related Projects and Committees:

- EEDC – participated in monthly meetings, assisted marketing subcommittee, and attended Chamber “after-hours” event in a snow storm. Provided research for Russ on 79-E next steps and applications for developers.
- Seacoast MPO TAC meeting: participated in quarterly meeting.
- ZORC – FBC subcommittee: Finished planning details for Portsmouth Ave Site Assessment and Walking Tour Event. Participated in event and begun looking at results of survey. Will be putting a shortened version of survey on town web site via “survey monkey”.
- CAPE (Climate Adaptation Plan for Exeter)- Continue working with UNH team and its partners, attended citizen working group sessions, assisted with communications strategic plan, project timeline and critical milestones, plan outline and discussion of upcoming events (NOAA presentation and discussion in Delaware, and public workshop/presentation May28th).
- Train Station Welcome Center (Baggage Building Grant) – continue meeting with team, providing information to consultant team for engineering study, filing paperwork for reimbursement, and touching base with DOT project manager to ensure project is within compliance, organized and participated in group meeting with DOT. Part of the team that reviewed Engineering Study with BOS, DuBois & King presented.
- WISE: continue to work with team leaders on the benefits analysis of the program. Also participated in various discussions to identify specific needs for Exeter’s accounting of storm water development and changes in land-use for state and federal MS4 and wastewater permitting requirements.
- Coast – attended monthly board meeting and provided input to possible changes to route 7 with a possible extension up Epping Rd to Bob Felder’s “Meeting Place” multi-family housing.

Upcoming Projects:

- Franklin Street Properties – Participated in technical review.
- McDonalds – Participated in technical review, assisted applicant with creating a loading zone as an alternative to blocking vehicular circulation on site.
- Exeter Hospital – Met with hospital reps to discuss upcoming project, participated in technical review.
- Riverwoods – discussed upcoming facelift at the “Woods” facility with Woods staff and consultant team and requirements for coming to Planning Bd.
- 2 Hampton Road or “Exeter Woods” (soon to be renamed) – worked with applicant, providing feedback to design as requested.

Ongoing Projects:

- Meeting Place: Assisted Avesta Housing as they work toward acquisition of Felder’s project, discussing both existing facilities and future structures.
- DPW Sidewalk Program – at the request of DPW, reviewed the draft program and provided multiple comments and concerns.

- Linden Commons – moved the developer towards working buffer issues out with abutter.

Other:

- Attended all day symposium at UNH regarding health of Lamprey River and Great Bay.
- Attended my annual review with Russ Dean, provided written comments and concerns regarding review.
- Completed Kristen's (Natural Resource Planner) evaluation.
- Worked on reorganization and weeding of Planning Files in "cave" in order to fit files in space available.
- Organized Planning and Building staff meeting to discuss Access Data Base and future of GIS tools. Expect that this project will be ongoing to meet the ever-changing data needs and expectations of our customers.
- Attended after-hours meet and greet at Geosyntech, discussed Brickyard Pond situation with lake expert, discussed possible grant for pond water quality assessment.
- Met with multiple customers regarding a variety of potential up-coming projects to discuss project potential, challenges, and process issues.
- Created on-line land-use development customer service survey and sent out to over 40 engineers, developers, etc.

Planning Board Cases, Etc.:

- Franklin Street Proposals for 20, 25 – 29, and 28: case opened, presentation made, abutters commented, discussion regarding various aspects of the proposals, and site visited was scheduled.
- Final hearing on zoning amendments.
- PSNH Conditional Use Permit for work within their easement.
- Green Bean Minor Site Plan Approval.
- McDonald's Site Plan: preliminary conceptual review, case opened, at second meeting conditional approval was granted.
- 2 Hampton Road, Wakefield Investments, preliminary conceptual review and preliminary presentation to TRC.

Natural Resource Planner Accomplishments

Natural Resource Planning

- **Trails-** Organized and advertised a public snowshoe of the Elliot Property in conjunction with Southeast Land Trust with over 16 attendees; Coordinated a trail meeting to identify maintenance tasks for 2014;
- **Planning** – Prepared fact sheets and drafted warrants for the Elliott Property warrant. Reviewed town and state regulations and site conditions to determine the potential benefits/drawbacks to filing for Urban Exemption from State Shoreland Regulations; Conducted project reviews for several projects (PSNH powerline upgrade, Franklin Street, 64 Newfields Rd, Riverwoods raingarden, Peter Olney's property etc); Initiated discussions regarding potential replacements for our Planning database and ways to expand data tracking in anticipation of future permit requirements for the MS4 and Wastewater permits; worked with members of CAPE on datasharing; worked with Jennifer Perry and Doug Eastman on re-initiating the Community Rating

System application to reduce flood insurance costs to residents; worked with Southeast Land Trust and Don Clement to identify next steps for the acquisition of the Elliott property.

- **Outreach and Education** – Worked with the River Study Committee on preparing and distributing information on the results of the Dam Removal Feasibility Study analysis prior to public walks, meetings and Town Meeting; Developed and monitored an email address for questions on the Dam Removal feasibility study; Attended the Stewardship Network Southeast Hub kick-off meeting to discuss volunteer coordination and planning for 2014; Initiated project agreement paperwork for one Eagle candidate for trail work at the Morrissette property.

Assistance to Conservation Commission

- **Administrative Support** –scheduled and prepared agendas and meeting packets for Conservation Commission meeting
- **Conservation Lands**: Developed submission for the Annual Report; solicited a new member for the Raynes Farm Stewardship Committee; worked with a contractor to obtain estimates for drainage improvements to Raynes field; prepared a draft grant application for the Raynes roof replacement; worked with Kevin Smart to identify next steps following approval of town funding for Raynes roof replacement;

PARKS AND RECREATION MONTHLY REPORT

DATE: March 2014

CURRENT PROGRAMS:

- Registration concluded for spring programs. We registered about 350 children in the larger various programs primarily baseball, soccer and track. Of course there are other ones like karate, Coyote Club etc.
- Interviews were conducted for lifeguards and concession staff and the roster is pretty much set. Greg did not have really any openings for camp but over 50 applications. He did interview for 2 intern spots and they are now set as well.
- The Chamber wants a detailed agreement for the Powder Keg event and our department feels what they are looking for is more of an arrangement for a business. We feel it is a special event and do not want our hands tied in the future where we are forced to run it or lose all "common property". We met with Russ and the Chamber on this and it is still in the works.
- Our department met with Donna from HR to review documents needed for our summer employees. We hire close to 40.
- Greg and Mike went to a Primex seminar on Risk Management for the Parks and Recreation Professional. It was very enlightening.

PARKS:

- Bids for the new mower were received and were reviewed to consider, price, type of equipment, service and parts and lastly availability of any loaners.
- Started the removal of Holland Way fence. It is in very tough shape and cannot be salvaged.
- Started some outside spring work as the crazy weather continued.

MAR 27 2014

Received
**DANZIGER &
MARKHOFF LLP**
Attorneys at Law

March 25, 2014

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

Dear Town Manager Dean,

Danziger & Markhoff in-house actuaries have provided cost-effective and accurate GASB 45 valuations to over 90 cities, towns, villages and schools across America.

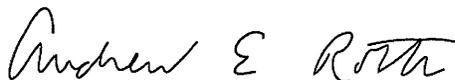
Our services have been requested due to our experience, knowledge, attention to detail and responsiveness. Additionally, we may be able to provide GASB 45 valuations at a lower rate.

If your municipality is looking for a quality, cost-effective alternative to provide your next GASB 45 valuation, contact us for a quote today or add us to your GASB 45 quote or RFP list.

Questions?

Call me at (914) 948-1556 Ext. 8033 or email aroth@dmlawyers.com

Thank you for your time,



Andrew E. Roth, Esq.
aroth@dmlawyers.com
(914) 948-1556 Ext. 8033

Danziger & Markhoff LLP
123 Main Street White Plains, NY 10601 · 914 948 1556 · dmlawyers.com





Town of Exeter
Boards, Commissions & Committees
Appointment Application

Committee Selection:

1st Choice: Budget Recommendations Committee 2nd Choice: _____

Name: Frank Ferraro

Address: 3 Greenleaf Drive, Exeter

Email: fferraro2010@gmail.com

Phone: _____ Cell: 603-957-8051

Please describe your interest in serving on this committee.

To serve the community. Having been extensively through the budget process for three _____
years, I believe I have a very good feel for the process and the department managers. _____

Please provide any background information that would be of interest to the Board when considering your application, including previous committee service or other relevant experience. (*resume can be attached*)

Three years as selectman, selectmen's rep on W&S Advisory Committee and Planning Board. _____

Are you aware of any conflicts that could arise affecting your service on this committee?
No Conflicts

Are you aware of the meeting schedule and able to commit to attending regularly? YES NO

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Selectmen
- Following the interview the Board will vote on your potential appointment at the next regular meeting
- If appointed, you will receive a letter from the Town Manager and will be required to complete paperwork with the Town Clerk prior to the start of your service on the committee or board.

Signature:  Date: 3/25/2014

Please submit to: **Town Manager, Town of Exeter 10 Front Street Exeter, NH 03833**



Town of Exeter
Boards, Commissions & Committees
Appointment Application

Committee Selection:

1st Choice: Economic Development 2nd Choice: Budget

Name: Christina Hardy

Address: 5 Sterling Hill Lane #538

Email: titchhardye@yahoo.com

Phone: cell 380-8090 Cell: _____

Please describe your interest in serving on this committee.

I have strong budgetary skills and as a business owner & resident I have a vested interest in the economic wellbeing of the town

Please provide any background information that would be of interest to the Board when considering your application, including previous committee service or other relevant experience. (resume can be attached)

Exeter Business owner 22 years

Are you aware of any conflicts that could arise affecting your service on this committee?

No

Are you aware of the meeting schedule and able to commit to attending regularly? YES NO

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Selectmen
- Following the interview the Board will vote on your potential appointment at the next regular meeting
- If appointed, you will receive a letter from the Town Manager and will be required to complete paperwork with the Town Clerk prior to the start of your service on the committee or board.

Signature: C. Hardy Date: 04-03-14

Please submit to: Town Manager, Town of Exeter 10 Front Street Exeter, NH 03833

APR 04 2014



Town of Exeter
Boards, Commissions & Committees
Appointment Application

Received

Committee Selection:

1st Choice: River Study Committee 2nd Choice: _____

Name: John A. Bacon Jr

Address: 10 WHITE OAK DRIVE, 118, EXETER

Email: jbacjr@sbcglobal.net

Phone: 772-6710 Cell: 630-377-3573

Please describe your interest in serving on this committee.

I am an outdoor person - fishing, camping, skiing, hiking

Please provide any background information that would be of interest to the Board when considering your application, including previous committee service or other relevant experience. (resume can be attached)

In many years prior to 2012 when we moved to Exeter I worked on stream restoration in Wisconsin, mostly with my Trout Unlimited Chapter. Wisconsin has restored hundreds of miles of trout streams & I have been part of that.

Are you aware of any conflicts that could arise affecting your service on this committee?

No.

Are you aware of the meeting schedule and able to commit to attending regularly? YES NO

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Selectmen
- Following the interview the Board will vote on your potential appointment at the next regular meeting
- If appointed, you will receive a letter from the Town Manager and will be required to complete paperwork with the Town Clerk prior to the start of your service on the committee or board.

Signature: John A. Bacon Jr Date: April 3, 2014

Please submit to: Town Manager, Town of Exeter 10 Front Street Exeter, NH 03833

APR 04 2014

Received

April 1, 2014

Julie D. Gilman, Chair
Heritage Commission
Town of Exeter, NH

Dear Ms. Gilman:

This is to inform that I am resigning from the Heritage Commission effective April 30, 2014.

The reason for my resignation is time: for me to be an effective and active member of the Commission I must devote more of my time to ensure the Commission's objectives are effectively dealt with. Given my current commitment to managing the Inn by the Bandstand, and bringing back an 1809 Federal building to its rightful place as one of Exeter's fine examples of Federal architecture, it is more than I can afford at this time.

I have learned a lot from my tenure as a member of the Commission. I commend you and its members for the time and dedication you commit to ensuring Exeter's heritage is maintained for current and future generations. In my own small way, I hope to employ what I have learned as I continue to restore the Inn by the Bandstand.

I want to thank you for the opportunity to have served and I will continue to promote the objectives of the Commission.

Sincerely,



Jaime Lopez
12 Pickpocket Road
Exeter, NH 03833

2015-2016 Legislative Policy Initial Issues List

General Administration and Governance

NEW POLICY PROPOSALS

1. Regulation of Weapons in the Workplace.

To see if NHMA will SUPPORT clarifying the law(s) pertaining to municipal workers carrying weapons in the workplace.

The current laws pertaining to municipal employees carrying weapons to work are vague. It appears clear that the law allows municipal employees and ordinary citizens to carry weapons on town property. It is not clear if they can carry them in the “workplace” however. A couple of firefighters have challenged Woodstock’s handbook that does not allow weapons in their “workplace.” We do not care if they have weapons in their vehicles, but only if they carry them while on the job, for safety reasons.

Municipal interest to be accomplished by proposal:

For example, a fireman takes his weapon to the workplace and they are training on a ladder and someone beneath that fireman on the ladder is accidentally shot by the holstered gun above him.

Another example: A town clerk could currently argue that they could bring a weapon to the town office, as it is town property. Yet it is not clear if town property includes the “workplace” of a municipal employee.

Explanation:

In ordinary non-municipal circumstances, employers can easily and lawfully prohibit weapons in the workplace for safety reasons and more (unless the employee has a special permit to do so). In municipal government the law is unclear as they can carry on town property; some employees translate that law into allowing them to carry guns while they are at their municipal workplace.

Submitted by: Joel Bourassa, Selectman, Woodstock

2. Amended Warrants in SB 2 Towns.

To see if NHMA will SUPPORT statutory changes allowing SB 2 communities to post changes to the warrant to reflect amendments to warrant articles by action of the voters at deliberative session. Further to allow the governing body and the budget committee to change their recommendation due to amendments made at deliberative session.

Municipal interest to be accomplished by proposal:

These changes would allow the amended language and dollar amounts to be correctly warned prior to the second session of town meeting. The recommendations of the governing body and the budget committee are there to provide guidance to the voters. Changes made at deliberative session in some cases would cause the governing body and/or the budget committee to change their recommendation. The statutes presently do not allow this change. Therefore the recommendation of those boards may be erroneous. A system that relies on direct democracy is based upon an informed/educated citizenry. If the voters are relying on a warrant that is posted and no longer correct due to changes made, then citizens cannot properly educate themselves. Additionally, those citizens who value the recommendation of the governing body and/or the budget committee may have an incorrect recommendation before them when they decide which way to vote.

Explanation:

During the 2014 deliberative session the voters made changes to the language of several of the warrant articles. The voters present also made amendments to the town and school budgets. Money was added to the town budget and substantial cuts were made to the school budget.

After consultation with DRA, NHMA legal staff, and town counsel, it was clear that we could not post an "amended" warrant after the deliberative session that would indicate the changes made. In the case of the school budget the amended budget number was significantly different than what the school board recommended. The warrant still showed the old budget and the previous recommendation. The ballot showed the new budget numbers and language changes; however, the ballot still showed that the school board recommended the budget article, which was no longer the case due to the drastic changes made.

Submitted by: Shaun Mulholland, Town Administrator, Allenstown

3. Long-Term Storage of Records.

TO SEE IF NHMA WILL SUPPORT legislation modifying the requirement that municipal records retained for longer than ten years be transferred to paper, microfilm, or both.

Municipal interest to be accomplished by proposal:

Save space and cost, and allow a more practical way to store records.

Explanation:

RSA 33-A governs the retention of municipal records, establishing retention periods for many classes of records. Section 5-a states that electronic records must be transferred to either paper or microfilm or both if they are required to be retained longer than ten years. Permanent storage of paper records creates serious space problems. Storing records on microfilm has been a practical alternative, but microfilm is becoming harder to find and may soon be unavailable entirely. Some within the document storage business have indicated that microfilm may be impossible to obtain within a year. If microfilm is not available, paper storage becomes the only legally permitted method.

Submitted by: NHMA staff, based on inquiry from Linda Smith, Board Administrator, Northwood.

EXISTING POLICIES

1. Right to Know Costs and Specificity Required

TO SEE IF NHMA WILL SUPPORT amendments to RSA 91-A allowing municipalities to recover the actual costs of retrieving, reviewing and reproducing documents, and clarifying the level of specificity required when requesting public records.

2. Consultation with Counsel Expansion Under RSA 91-A

(Legislation pending—HB 1156) TO SEE IF NHMA WILL SUPPORT legislation to amend RSA 91-A so that exempt consultation with legal counsel would also include discussions about written legal correspondence provided by legal counsel, without requiring the presence of counsel at the meeting.

3. Welfare Lien Priority

TO SEE IF NHMA WILL SUPPORT legislation giving welfare liens arising under RSA 165:28 higher priority, and specifically making liens for welfare payments made directly to mortgage companies subordinate only to tax liens.

4. Counting Absentee Ballots

(Legislation pending—HB 1543 and SB 183) TO SEE IF NHMA WILL SUPPORT legislation to eliminate the requirement that absentee ballots cannot be counted prior to 1:00 P.M., and instead allow them to be counted throughout the time when polls are open.

5. Revoking Permits and Licenses

TO SEE IF NHMA WILL SUPPORT legislation authorizing municipalities to adopt an ordinance or by-law granting authority to the municipality to suspend any permit, license or other statutory permit granted to an individual who owes money to the municipality, including property taxes, building permit fees, water or sewer fees, etc.

6. Signing Manifests

~~**TO SEE IF NHMA WILL SUPPORT** legislation clarifying that the signing of a manifest by a majority of a governing body shall not be a public meeting.~~

7. Sharing Background Information

TO SEE IF NHMA WILL SUPPORT legislation that allows background check information obtained by municipalities and other governmental entities to be shared between governmental entities if the subject of the background checks agrees.

8. Health Insurance Coverage

TO SEE IF NHMA WILL SUPPORT legislation redefining the status quo concept to provide that the employer dollar cost for non-mandated benefits shall remain level upon the expiration of a collective bargaining agreement until a new contract is approved, except where the parties have approved an evergreen clause.

9. Petition Signature Requirements

TO SEE IF NHMA WILL SUPPORT legislation amending RSA 39:3 to require that in towns with an official ballot referendum town meeting (SB2/RSA 40:13), petitioned warrant articles must be signed by not less than 2% of registered voters, but in no case fewer than 10 voters or more than 150 voters.

10. Swearing in Town Officers

TO SEE IF NHMA WILL SUPPORT legislation to reconcile RSA 669 with RSA 42:3 regarding when certain town officers may be sworn in.

11. Human Resources Record Retention

TO SEE IF NHMA WILL SUPPORT legislation that amends the record retention requirements for successful job applications and personnel records from 50 years after termination or retirement to 20 years after termination or retirement.

12. Extend Time to Adopt Codes and Ordinances

~~**TO SEE IF NHMA WILL SUPPORT** legislation amending RSA 41:14 b to give the selectmen up to 21 days, rather than 14, after each public hearing to vote on the adoption or amendment of an ordinance or code.~~

13. Clarifying What Information Is to be Included in Town Reports in SB2 Towns

TO SEE IF NHMA WILL SUPPORT legislation to clarify which version of the budget and warrant articles is to be included in town reports in SB2 towns.

14. Modifying the Adoption, Revision, and Amendment of Municipal Charters

(Legislation pending—HB 422) **TO SEE IF NHMA WILL SUPPORT** legislation similar to HB 379 in 2008 that modifies the adoption, revision, and amendment of municipal charters.

15. Consolidated Policy on Collective Bargaining Items

Evergreen Clause: **TO SEE IF NHMA WILL OPPOSE** legislation to enact a mandatory so-called "evergreen clause" for public employee collective bargaining agreements.

Binding Arbitration: **TO SEE IF NHMA WILL OPPOSE** mandatory binding arbitration as a mechanism to resolve impasses in municipal employee collective bargaining.

Right to Strike: TO SEE IF NHMA WILL **OPPOSE** a right to strike for public employees.

Mandated Employee Benefits: TO SEE IF NHMA WILL **OPPOSE** any proposals to mandate employee benefits, including any proposal to enhance retirement system benefits which may increase employer costs in future years, for current or future employees.

16. Public Notice Requirements

TO SEE IF NHMA WILL SUPPORT legislation to amend all public notice requirements to allow the choice of electronic notification and/or newspaper print, as well as posting in public places, for official public legal notification.

17. Contracted Services and Bargaining

TO SEE IF NHMA WILL SUPPORT legislation to give public employers greater flexibility to privatize or use contracted services.

18. Maintenance and Policing of State-Owned Property

TO SEE IF NHMA WILL SUPPORT legislation to enable municipalities to recover the expenses of policing publicly-owned land against all illegal activity (including public consumption of alcohol and littering), including the ability to receive reimbursement/compensation from individuals engaged in the illegal activity. And further, TO SEE IF NHMA WILL SUPPORT legislation to require the State to provide for the management of all state-owned property, including maintenance, and to compensate any town for any financial burden created by having said state property located within its borders.

19. Supervisor of the Checklist Sessions

TO SEE IF NHMA WILL SUPPORT legislation to reduce to one the number of required sessions that the supervisors of the checklist must hold prior to town elections.

20. Municipal Recreation Programs

TO SEE IF NHMA WILL SUPPORT the continued exemption from state child care licensing for municipal recreation department programs and also supports the exemption from state camp licensing for municipal recreation department summer programs.

21. Requirement to Hold Elected Office

TO SEE IF NHMA WILL SUPPORT legislation clarifying that to run for and hold a local elected office, one must be a registered voter.

22. Appointment of Town Clerks and Town Clerks/Tax Collectors

TO SEE IF NHMA WILL SUPPORT legislation to allow the legislative body to authorize the governing body to appoint or elect town clerks and town clerk/tax collectors.

23. Warrant Article Language; Adoption by Reference

TO SEE IF NHMA WILL SUPPORT legislation to amend RSA 48-A, Housing Standards, to allow a town to adopt a proposed housing standards ordinance on the ballot by reference, as opposed to printing the entire ordinance on the warrant.

24. Study the Official Ballot Form of Government

TO SEE IF NHMA WILL SUPPORT legislation to study issues and concerns under the official ballot form of government.

Finance and Revenue

NEW POLICY PROPOSALS

1. Clarification of Elderly Exemption.

TO SEE IF NHMA WILL SUPPORT changes in language for RSA 72:39-a, 72:29, and 72:39-b that define and recognize a household as occupying a property and increasing tenancy requirements for elderly exemption tax relief.

Municipal interest to be accomplished by the proposal:

Equitable distribution of property taxes, consistency between statutes offering relief from property taxes.

Explanation:

Elderly exemptions are granted for elderly home owners who qualify per income and asset criteria established by the town. Often an extended family will move in and occupy the home and also enjoy the benefit of reduced taxes. The law as currently interpreted does not allow for income or assets from all members of the home to be considered as part of the income or asset test.

The law also needs clarity on what part of the property is being exempted. The established interpretation of the law is that an in-law apartment as a component of the main home is also exempt.

There is no provision that the property owner is to be a U.S. citizen. The current law allows for someone to move into New Hampshire, impoverish themselves after three years, then apply for the exemption. The years in New Hampshire should be increased as well as the years in the municipality where they seek the exemption. We see people moving from all parts of New Hampshire to live in whichever town offers the best/most exemption. If all towns shared the exact same tax burden, transferring between towns when property owners have little to no community interest would make sense.

Submitted by: Susan Snide, Assessing Assistant, Pelham

2. Separate Ballot Boxes for Bond Votes.

TO SEE IF NHMA WILL SUPPORT legislation clarifying that separate ballot boxes are not required for bond articles in SB 2 towns.

Municipal interest to be accomplished by proposal:

Avoid confusion and impracticality.

Explanation:

RSA 33:8-a, which governs the procedure for authorizing a bond or note in excess of \$100,000, states that articles proposing a bond or note shall appear in consecutive order on the warrant and shall be acted upon before most other business (with exceptions), that polls shall remain open for each article for at least one hour, and that “a separate ballot box shall be provided for each bond article to be voted on pursuant to this section.” This statute was enacted before the SB 2 form of town meeting existed and obviously did not contemplate such a system. It makes no sense to require separate ballot boxes when all votes are made on a single ballot. Presumably no SB 2 town actually follows this requirement.

Submitted by: NHMA staff, based on inquiry from Lynne Bonitatibus, Administrative Assistant, Kensington

EXISTING POLICIES

1. New Hampshire Retirement System (NHRS)

TO SEE IF NHMA WILL SUPPORT the continuing existence of a retirement system for state and local government employees that is strong, secure, solvent, fiscally healthy and sustainable, that both employees and employers can rely on to provide retirement benefits for the foreseeable future. Further, **TO SEE IF NHMA WILL SUPPORT** continuing to work with legislators, employees, and the NHRS to accomplish these goals.

To that end, **TO SEE IF NHMA WILL:**

- a) **SUPPORT** legislation that will strengthen the health and solvency of the NHRS and ensure the long term financial sustainability of the retirement system for public employers;
- b) **OPPOSE** any legislation that: 1) expands benefits that would result in increases to municipal employer costs; or 2) assesses additional charges beyond NHRS board approved rate changes on employers, including but not limited to spiking assessments and charges on part-time employees;
- c) **SUPPORT** the restoration of the state’s 35% share of employer costs for police, teachers, and firefighters in the current defined benefit plan and any successor plan; and
- d) **SUPPORT** the inclusion of municipal participation on any legislative study committee or commission formed to research alternative retirement system designs (such as a defined contribution or a hybrid plan) and the performance of a complete financial analysis of any alternative plan proposal in order to determine the full impact on employers and employees.

2. Tax Rate Setting

(Legislation pending—SB 300) TO SEE IF NHMA WILL SUPPORT legislation allowing the legislative body of a municipality to authorize the governing body to establish the local property tax rate, overlay, and other reserves, independent of DRA, so long as the municipality has an annual audit performed by an independent certified public accountant.

3. Pollution Control Exemption

TO SEE IF NHMA WILL SUPPORT repeal of the so-called "pollution control exemption" (RSA 72:12-a) or, in the alternative, amending the statute to: a) exclude any devices that are required by law; b) require that the primary purpose of the device is to control pollution; and c) impose a term limitation on any exemption granted.

4. Charitable Definition and Mandated Property Tax Exemptions

TO SEE IF NHMA WILL SUPPORT legislation redefining the term "charitable" in RSA 72:23-1, adopting a stricter review of property owned by religious, charitable, and educational entities for compliance with the statutes, and creating a method of reimbursement to municipalities for state-owned property, and **OPPOSES** legislation which requires the granting of additional local property tax exemptions, unless the state reimburses municipalities for the loss of revenue.

5. Downshifting of State Costs

TO SEE IF NHMA WILL OPPOSE legislation which will downshift state costs or state program responsibilities, either directly or indirectly, to municipalities and/or counties, resulting in increased municipal and/or county expenditures, whether in violation of Article 28-a or not, and **SUPPORTS** adequate state funding of Medicaid costs.

6. Telecom Company Property Tax Exemption

TO SEE IF NHMA WILL OPPOSE any exemption from the property tax for poles, wires, and conduits owned by telecom companies.

7. State Revenue Structure and State Education Funding

TO SEE IF NHMA WILL SUPPORT asking the state to use the following principles when addressing the state's revenue structure in response to its responsibility to fund an adequate education:

- a) That revenues are sufficient to meet the state's responsibilities as defined by constitution, statute, and common law;
- b) That revenue sources are predictable, stable and sustainable and will grow with the long term needs and financial realities of the state;
- c) That changes to the revenue structure are least disruptive to the long-term economic health of the state;
- d) That the revenue structure is efficient in its administration;
- e) That changes in the revenue structure are fair to people with lower to moderate incomes.

TO SEE IF NHMA WILL SUPPORT legislation prohibiting retroactive changes to the distribution formula for adequate education grants after the notice of grant amounts has been given.

TO SEE IF NHMA WILL OPPOSE reductions in state revenue to political subdivisions, such as revenue sharing, meals and rooms tax distribution, highway block grants, water pollution moneys, adequate education grants, or catastrophic aid.

8. Utility Appraisal Method

TO SEE IF NHMA WILL OPPOSE mandating the exclusive use of the unit method of valuation in the appraisal of utility property, by either administrative or legislative action, and **SUPPORTS** the right of municipalities to use any method of appraisal upheld by the courts.

9. Collection of Statewide Education Property Tax

TO SEE IF NHMA WILL TAKE NO POSITION on the collection of the statewide property tax by the state or by municipalities, but will continue to work to ensure that any system based on the property tax coordinates and synchronizes as seamlessly as possible with existing local property tax assessment and collection procedures.

10. Negotiated PILOTs for Water System Property

TO SEE IF NHMA WILL SUPPORT ~~a change in current law (RSA 72:11) which would allow municipalities that are host to another municipality's land holdings for water supply or control to negotiate a payment in lieu of taxes (PILOT) if the municipalities are willing to do so;~~ and **OPPOSE** legislation that eliminates the current obligation of the public water entity to make a PILOT equal to what the property taxes would be for the property in the absence of a negotiated PILOT.

11. State Budget/Tax Cap

TO SEE IF NHMA WILL OPPOSE the adoption of any variation of a state budget cap or state tax cap which will impose on the Legislature pre-established limitations on state spending.

12. Emergency Generator Exemption

TO SEE IF NHMA WILL SUPPORT legislation to delete the RSA 72:8 exemption of emergency generators from the property tax.

13. Budget Year Conversion

TO SEE IF NHMA WILL SUPPORT legislation to simplify the process of a municipality's converting from a calendar year budget cycle to a fiscal year budget cycle.

14. Management of Trust Funds

TO SEE IF NHMA WILL SUPPORT amendments to RSA 292-B:2 to include funds held by a town or other municipality under RSA 31:19, RSA 202-A:23, or a fund created by a town or other municipality under RSA 31:19-a to be included in those institutional funds subject to the Uniform Prudent Management of Institutional Funds Act.

15. Minimum Vote Required for Bond Issues

TO SEE IF NHMA WILL OPPOSE legislation to increase the 60% bond vote requirement for official ballot communities.

16. Bonds on Official Ballot in Non-SB 2 Towns

TO SEE IF NHMA WILL SUPPORT amending RSA 33:8 and/or RSA 33:8-a to permit warrant articles requesting authorization of bonds or notes in excess of \$100,000 to appear on the official ballot in non-SB2 towns for any annual or special town meeting at the discretion of the governing body; provided the legislative body gives authorization to the governing body.

17. Mandatory Tax Liens

TO SEE IF NHMA WILL SUPPORT legislation to change RSA 80:59 to read: “The real estate of every person or corporation shall be subject to the tax lien procedure by the collector, in case all taxes against the owner shall not be paid in full on or before December 1 next after its assessment, provided that the municipality has adopted the provisions of RSA 80:58-86 in accordance with RSA 80:87. A real estate tax lien imposed in accordance with the provisions of RSA 80:58-86 shall have priority over all other liens.”

18. Prorating Disabled Exemption

TO SEE IF NHMA WILL SUPPORT legislation prorating the disabled exemption under RSA 72:37-b when a person entitled to the exemption owns a fractional interest in the residence, in the same manner as is allowed for the elderly exemption under RSA 72:41.

19. Default Budget for Enterprise Funds

~~**TO SEE IF NHMA WILL SUPPORT** legislation to allow for a default budget for enterprise funds submitted as stand-alone warrant articles.~~

20. Income and Expense Statements on Appeal

TO SEE IF NHMA WILL SUPPORT legislation that prohibits the use of income and expense information by a taxpayer in any appeal of value if the taxpayer, after request by the municipality, has not submitted the requested information.

21. Penalty for Failure to Submit Current Use Information

TO SEE IF NHMA WILL SUPPORT legislation imposing a penalty for failure to submit current use information as needed to update municipal records—*i.e.*, Marlow matrix.

22. Tax Bill Information

TO SEE IF NHMA WILL SUPPORT legislation to amend RSA 76:11-a to allow those municipalities which have adopted the deaf exemption to include the word “deaf” following the word “blind” in the information contained on tax bills.

23. Recording Fees for Elderly Deferrals

TO SEE IF NHMA WILL SUPPORT legislation to waive municipal recording fees for the establishment and release of elderly deferrals at the county Registry of Deeds.

24. Flood Control Payments

TO SEE IF NHMA WILL SUPPORT legislation to fully fund flood control payments in lieu of taxes to municipalities.

Infrastructure, Development, and Land Use

EXISTING POLICIES

1. Highway Funding: Increase in Road Toll (Gas Tax) and Registration Fees

(Legislation pending—SB 367) **TO SEE IF NHMA WILL SUPPORT** an increase in any state revenue source dedicated to highway improvements, including the road toll (gas tax) under RSA 260:32, a motor vehicle registration surcharge, or any other source, so long as all additional revenues are used for highway purposes, and provided that the proportionate share of such additional revenues is distributed to cities and towns as required by existing law.

2. Highway Fund

TO SEE IF NHMA WILL SUPPORT legislative and administrative proposals to limit or eliminate the diversion of highway funds for non-highway purposes, and further **SUPPORT** working with the legislature and the Department of Transportation on alternative funding sources that will assure the maintenance of existing state and local transportation infrastructure and greater focus and financial support for public transportation, including rail and bus services.

3. Planning Board Appeals

~~**TO SEE IF NHMA WILL SUPPORT** legislation that (a) protects parties from losing their appeal rights when they appeal a planning board decision to the superior court under RSA 677:15 or to the ZBA under RSA 676:5, III, and either body determines that the appeal should have gone to the other, and (b) allows all issues to be appealed to the superior court after the conclusion of any appeal to the ZBA. Any such legislation should preserve the existing 30-day appeal period under RSA 677:15.~~

4. Public Notification Responsibility Under RSA 482:13:II (Dam Owners)

~~**TO SEE IF NHMA WILL SUPPORT** legislation requiring the owner of a dam, rather than a local governing body, to publish notice of the informational meeting required under RSA 482:13 for the breaching of a dam or lowering of a water body, and allowing more time for scheduling and publishing notice of the informational meeting.~~

5. Incidental Burning of C&D Debris at Municipal Transfer Stations

~~**TO SEE IF NHMA WILL SUPPORT** legislation seeking a permanent exception to allow the incidental combustion of untreated construction and demolition debris at municipal transfer stations.~~

6. Restoration of Full General Revenue Funding for Municipal State Aid Grant (SAG) Programs

TO SEE IF NHMA WILL SUPPORT legislation to restore full general revenue funding of municipal wastewater, public drinking water and landfill closure grants administered by the NH Department of Environmental Services.

7. Site Evaluation Committee and Local Input

TO SEE IF NHMA WILL SUPPORT legislation establishing a procedure similar to RSA 674:54 requiring applicants to the state's Site Evaluation Committee (SEC) to notify and appear before the local planning board prior to the issuance by the SEC of certificates for the construction of energy facilities under RSA 162-H.

8. RSA 162-K: Authority for Inter-municipal Cooperation

TO SEE IF NHMA WILL SUPPORT legislation to provide more explicit authority for inter-municipal cooperation in economic development and revitalization districts (*see* RSA 162-K).

9. RSA 162-K: Authority to Use TIF District Revenue Beyond District

TO SEE IF NHMA WILL SUPPORT legislation to allow municipalities to use tax increment revenue generated from designated development districts established under RSA 162-K for related development or projects outside the district.

10. Conservation Investment

TO SEE IF NHMA WILL SUPPORT permanent funding for the Land and Community Heritage Investment Program and **OPPOSES** any diversion of such funds to other uses.

~~11. Permitting Municipalities to Establish Central Business Utility Districts to Protect Water Supplies~~

~~**TO SEE IF NHMA WILL SUPPORT** legislation that would enable municipalities to establish mechanisms to finance the provision of public utility services, with oversight by the governing and legislative bodies, with costs to be borne by the users and/or property owners within the areas served.~~

~~12. Clarifying Statutory Procedure for Resolving Highway Culvert/Drainage Disputes~~

~~**TO SEE IF NHMA WILL SUPPORT** legislation clarifying that RSA 231:75 provides a landowner's sole remedy for damages from a municipality's changing the grade of a highway or installation or maintenance of ditches or culverts.~~

13. Municipal Use of Structures in the Right-of-Way

TO SEE IF NHMA WILL SUPPORT legislation to authorize municipalities to use, for any municipal purpose, the space designated for municipal good upon all poles, conduit and other structures within their rights-of-way without paying unreasonable make-ready costs. This includes the right to use that space for data and voice transmission to, from, and by the municipal

government, schools, library, and other governmental institutions. This includes a requirement that the owners of utility poles and conduit do the necessary work for that space to be available.

14. Solid Waste Revolving Funds

TO SEE IF NHMA WILL SUPPORT legislation to allow municipalities to establish, by vote of the legislative body, revolving funds for their solid waste programs, including solid waste collection, disposal, and the operation of any municipally operated transfer station, in addition to recycling.

15. Environmental Regulation and Preemption

TO SEE IF NHMA WILL SUPPORT legislation that (a) recognizes municipal authority over land use and environmental matters, (b) limits state preemption of local environmental regulation, and (c) recognizes that even when local environmental regulation is preempted, compliance with other local laws, such as zoning and public health ordinances and regulations, is still required.

16. Underground Utilities

TO SEE IF NHMA WILL SUPPORT legislation to continue to allow municipalities to incur debt for the purpose of removing overhead utilities and replacing them with underground utilities.

17. Clarify Establishing Highways

TO SEE IF NHMA WILL SUPPORT legislation clarifying that the dedication and acceptance method of highway creation is limited to acceptance by vote of the legislative body, or the board of selectmen if so delegated.

18. Energy, Renewable Energy and Energy Conservation

TO SEE IF NHMA WILL SUPPORT legislation encouraging state and federal programs that provide incentives and assistance to municipalities to adopt energy use and conservation techniques that will manage energy costs and environmental impacts, promote the use of renewable energy sources, and promote energy conservation, and opposes any legislation that overrides local regulation.

19. Open Space Retention and Sprawl Prevention

TO SEE IF NHMA WILL SUPPORT legislation encouraging statewide programs that provide incentives and assistance to municipalities to adopt land use planning and regulatory techniques that will better prevent sprawl, retain existing tracts of open space, and preserve community character.

20. Sludge/Biosolids

TO SEE IF NHMA WILL SUPPORT reliable enforcement of scientifically based health and environmental standards for the management of sludge, septage, and biosolids; **SUPPORT** the funding of the New Hampshire Department of Environmental Services and the New Hampshire Department of Agriculture, Markets and Food at a level allowing full and adequate development and enforcement of such scientifically based health and environmental standards; **SUPPORT** an

increase in the amount of state aid grants or other financial assistance for wastewater treatment plant upgrades to improve the quality of biosolids produced from Class B to Class A biosolids; **OPPOSE** any state legislation that would curtail the ability of municipalities to dispose of municipally-generated biosolids through land spreading, when done in accord with such scientifically based health and environmental standards; and **OPPOSE** any preemption of local authority to regulate in this field.

21. Current Use

TO SEE IF NHMA WILL OPPOSE any legislative attempt to undermine the basic goals of the current use program and **OPPOSE** any reduction in the 10-acre minimum size requirement for qualification for current use, beyond those exceptions now allowed by the rules of the Current Use Board.

Legislative Principles

In addition to the established Legislative Policy positions adopted by the New Hampshire Municipal Association membership, the following principles should guide staff in setting priorities during any legislative biennium:

1. Consider unfunded mandate issues that violate Part 1, Article 28-a of the New Hampshire Constitution to be paramount. Identify them and oppose them.
2. Work to maintain existing revenue streams to municipalities, (i.e. revenue sharing, meals and rooms tax, highway, and other state aid). Be especially watchful of proposals to reduce local aid in order to meet other funding commitments.
3. Advocate to maintain existing local authority.
4. Support issues which provide greater authority to govern more effectively, efficiently and flexibly at the local level, including local option legislation. If the legislature is considering adopting a program that is particularly controversial at the local level, support a requirement that a local legislative body vote is necessary before full implementation of the measure.
5. Support bills proposed by individual municipal members, except when they conflict with these principles or other NHMA policies. Staff should prioritize time and resources when there are competing demands in order to focus on NHMA's broad agenda first.
6. Encourage exemptions from state taxes rather than local property taxes when legislative intent is to preserve statewide resources.
7. Advocate for municipal representation on all state boards, commissions, and study committees which affect municipal government and have non-legislative members.
8. Work cooperatively with other groups and associations to support efforts to improve the delivery of services at the local level.
9. Support municipal efforts toward effective regional cooperation and delivery of municipal services.
10. Support efforts to develop a statewide technology network that fosters increased communication and greater compatibility among levels of government and within and between agencies in all levels of government.



Russ Dean <rdean@town.exeter.nh.us>

Portsmouth Ave outreach

Jennifer Mates <jmates@exeternh.gov>

Mon, Mar 31, 2014 at 11:25 AM

To: Jennifer Perry <jperry@exeternh.gov>, Russ Dean <rdean@exeternh.gov>, Richard Kane <rkane@exeternh.gov>, Paul Vlasich <pvasich@exeternh.gov>, Michael Jeffers <mjeffers@exeternh.gov>

Good Morning All,

I know some of you have been wondering what outreach has been done to notify residents of the upcoming construction. Here is a brief summary:

1. An email was sent on 3/21/14 to residents and business that supplied email addresses (including hospital, SAU and COAST bus companies) to notify them of the upcoming construction and the first water outage on 4/7 (overnight).
2. A letter notice was sent on 3/28 to owners of the properties that will be without water that night. The notice specifically requested that the owners notify the tenants also.
3. On Thursday, 4/3, the same notice will be hand delivered to each of the homes/businesses within the outage area (shown in yellow on attached PDF).
4. An electronic sign and board sign will be put up later today/tomorrow to announce that construction begins 4/7. These will be on High St at Marlboro St, and on Portsmouth Ave near McDonald's.
5. The town's website, FB page and DPW FB page have been updated.
6. I forwarded the announcement to the Exeter News-Letter.

If there is anything else you would like done for outreach please feel free to call or email.

Thanks,
Jen

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 **April 7 water outage.pdf**
417K

As special thanks to our most generous supporters,
you are cordially invited to the



2014 New Exhibits Preview Reception

Wednesday, April 30, 2014 from 5:00-7:00pm
Ladd-Gilman House, Exeter

Please RSVP by April 25th to
jwilliams@independencemuseum.org or 603-772-2622
Casual dress, refreshments will be served.