

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

1. Call Meeting to Order
2. Bid Awards – Kingston Road Shoulder Widening Design
3. Surplus: Fire Utility Vehicle
4. Public Comment
5. Minutes & Proclamations
 - a. Proclamations/Recognitions
 - b. Minutes: Regular Meetings: June 20th, 2016
 - c. Minutes: Special Meetings: June 27th, 2016
6. Appointments
7. Discussion/Action Items
 - a. New Business
 - i. Great Bay Kids re: 64 Epping Road property
 - ii. Northside Carting re: Trash Collection
 - b. Old Business
 - i. Town Ordinance Amendment– Chapter 704 3rd reading
8. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Selectmen’s Committee Reports
 - e. Correspondence
9. Review Board Calendar
10. Adjournment

Daniel Chartrand, Chairman
Exeter Selectboard

Posted: 7/8/16 Town Office, Town Website

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

AGENDA SUBJECT TO CHANGE



EXETER PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD • EXETER, NH • 03833-3792 • (603) 773-6157 • FAX 772-1355

www.exeternh.gov

DATE: July 7, 2016
TO: Russell J. Dean, Town Manager
THROUGH: Jennifer Perry, P.E., DPW Director
FROM: Jennifer Mates, P.E., Assistant Town Engineer
RE: Professional Engineering Design Services
Kingston Road Shoulder Widening
Consultant Award Recommendation

The Town of Exeter applied for and received a grant from the NH Department of Transportation (NHDOT) Transportation Alternatives Program (TAP) for the Kingston Road Shoulder Widening project. The project will improve safety for pedestrians, bicyclists, and motorists, as well as link residential neighborhoods with recreational opportunities. The grant will cover 80% of the estimated \$750,000 project. In March 2015, funding for the project was approved by town vote.

On September 8, 2015, the Department of Public Works (DPW) issued a request for qualifications (RFQ) for professional engineering services for shoulder widening on Kingston Road. The RFQ was made available on the Town's website and published in the Manchester Union Leader on September 8, 2015. A non-mandatory pre-proposal meeting was held on September 15, 2015, at the Exeter Department of Public Works (DPW). Six consultants attended the meeting.

The following consultants submitted written proposals on or before the due date:

- CLD Engineering
- CMA Engineers
- Dubois & King (D&K)
- GM2 Services
- Hoyle, Tanner & Associates (HTA)
- The Engineering Corp.com (TEC)
- VHB

The qualifications-based selection (QBS) process required by NHDOT for TAP grant projects was used. Cost proposals were neither requested nor received during the selection process.

The proposals were reviewed by Paul Vlasich (Town Engineer), Jay Perkins (Highway Superintendent), and myself (Assistant Town Engineer). After review of the proposals, the following three consultants were selected for interviews: CMA, HTA, and VHB. The consultants were ranked in that order, followed by CLD, D&K, GM2, and TEC.

Interviews all took place on October 30, 2015, at the DPW complex. Interviewers included the three DPW staff members that reviewed the proposals and Jennifer Perry, Director of Public Works. Based on

Page 2

Mr. Russell Dean

July 7, 2016

the proposals and interviews, CMA was deemed the most advantageous to the town. HTA and VHB were ranked second and third, respectively.

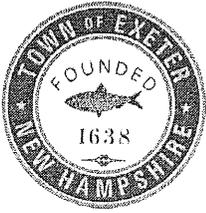
The scope and fee were negotiated with CMA according to the TAP grant requirements, which is described in the attached letter to NHDOT dated April 22, 2016. NHDOT approved the scope and fee and issued Notice to Proceed with the Engineering Study on June 30, 2016 (attached).

The Department recommends approving the design contract for the Kingston Road Shoulder Widening project to CMA Engineers for \$107,292.

Attachments:

DPW letter to NHDOT, dated April 22, 2016

NHDOT Notice to Proceed letter, dated June 30, 2016



TOWN OF EXETER, NEW HAMPSHIRE

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

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April 22, 2016

Mr. Robert Hudson, P.E.
N.H. Department of Transportation
Bureau of Planning & Community Assistance
P.O. Box 483
Concord, NH 03302-0483
(sent via email: rhudson@dot.state.nh.us)

RE: Town of Exeter, X-A004(406), #40436, Kingston Road (NH Route 111)
Consultant Contract Negotiations

Dear Mr. Hudson:

The Town of Exeter has completed the Consultant Contract Negotiation process with CMA Engineers, Inc. (CMA) and is requesting to enter into a signed contract after review and approval from NHDOT of the attached final fee and scope. The following is a summary of the contract negotiation timeline:

1. The draft scope was provided by CMA for Town review on December 15, 2015.
2. Once the scope was reviewed and revised, CMA provided a blank fee matrix on December 18, 2015.
3. The Independent Government Estimate (IGE) was prepared by the Town on December 23, 2015.
4. The Town and CMA discussed the differences in several phone calls and agreed to modifications on January 22, 2016.
5. CMA finalized the agreement and forwarded to the Town for execution, pending DOT approval on January 22, 2016.
6. The Town forwarded the finalized agreement to NHDOT with a brief email about the negotiation process on February 4, 2016.
7. NHDOT provided comments to the Town and CMA on February 22, 2016.
8. CMA provided a revised scope and fee to the Town which was received on March 21, 2016.

Summary of Consultant Contract Negotiations

The project scope was developed by CMA and reviewed by Town staff. The scope of the permitting effort, public presentations, and the survey was discussed during several phone calls, resulting in minor modifications to the scope.

A blank fee matrix was provided by CMA based on the modified scope. The Town used the matrix to develop the IGE based on experience with similar roadway improvement projects. The Town's IGE estimated 76 hours less than the Consultant's fee estimate, which equates to \$6,574. During several phone calls, CMA was able to justify the need for the additional hours and provided a revised fee estimate to the Town. The

Page 2 of 2
Mr. Robert Hudson
April 12, 2016

mutually agreed upon fee of \$97,600 was approximately 7% higher than the IGE prepared by the Town of \$90,282.

The scope and fee estimate were sent to NHDOT for review and comment. Based on comments from NHDOT, the scope and fee were revised. The majority of the changes were related to the scope of the survey. The final fee estimate is \$104,400, which is approximately 15.5% higher than the IGE prepared by the Town.

Based on the information provided, the Town of Exeter respectfully requests approval to enter into a contract with CMA Engineers, Inc. for \$104,400 for engineering services as described in the attached scope of work dated March 14, 2016.

Please feel free to contact me with any questions or concerns at (603) 418-6431 or jmates@exeternh.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Mates", written in a cursive style.

Jennifer Mates, P.E.
Assistant Town Engineer

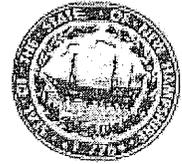
Cc: Dan Hudson, CMA Engineers, Inc.

Attachments:

1. IGE by the Town of Exeter, dated 12/23/15
2. CMA Engineers Scope and Fee proposal, dated 1/22/16
3. CMA Engineers Scope and Fee proposal revised 3/14/16



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

June 30, 2016

William Cass, P.E.
Assistant Commissioner

Jennifer Mates, PE
Assistant Town Engineer
Exeter Public Works Department
13 Newfields Road
Exeter, NH 03833

RE: EXETER, X-A004 (406), #40436
Kingston Road (NH Route 111)
Transportation Alternative Program (TAP)
CONSULTANT SCOPE & FEE APPROVAL
NOTICE TO PROCEED WITH ENGINEERING STUDY

Dear Ms. Mates:

The following summarizes the scope and fee submission/review process for engineering services provided by CMA Engineers for Engineering Study through Bid Phase Services for the above-referenced project. This is a cost plus fixed fee proposal.

Town 2/4/16 submission

- NHDOT 2/22/16 Scope and Fee review letter
- CMA 1/22/16 Scope and Fee

Town 6/8/16 submission

- NHDOT 6/15/16 Scope and Fee review email
- CMA 6/8/16 Revised Scope and Fee
- Town 4/22/16 Transmittal letter with contract negotiation process
- Town IGE

Town 6/23/16 submission

- NHDOT 6/30/16 Scope and Fee Approval letter
- CMA 6/8/16 Revised Scope and Fee #2

The revised scope and fee proposal #2 addressed all comments from the Department's reviews. We approve the revised proposal for \$107,292. With this approval is the Notice to Proceed with the Engineering Study.

Please provide an executed copy of the scope and fee proposal for our files.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Robert Hudson, PE
Project Manager
Bureau of Planning and Community Assistance
Tel. (603) 271-7866 / Fax (603) 271-8093

RAH/dmp

cc Tom Jameson (pdf by email)

Memo

To: The Exeter Board of Selectmen
From: Brian Comeau, Fire Chief
CC: Russell, Dean, Town Manager
Date: 6/16/16
Re: Sale of town vehicle

The Exeter Fire Department is requesting approval from the Board to sell the fire departments 2001 Ford F350 pickup utility vehicle.

The vehicle was first advertised for sealed bid and the town received no bids. We then advertised it on NH Craigslist and received a number of calls. Two town employees also have expressed interest. The first employee to respond was Justin Chase one of the fire departments newest members.

Justin is prepared to pay \$ 6,000.00 for the truck; twice the trade value offered by the dealer.

Draft Minutes

Exeter Board of Selectmen

June 20, 2016

1. Call Meeting to Order

Chairman Dan Chartrand called the regular meeting to order at 7:04 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Julie Gilman, Selectman Don Clement, and Selectwoman Anne Surman. Town Manager Russell Dean was also present. Selectwoman Nancy Belanger was absent.

2. Non Public Session – 91-a-3: II (d)

Chair Chartrand called the meeting at 6:40 pm in the Nowak Room, then the Board went down to the Wheelwright Room for a non-public session.

Selectwoman Belanger motioned to seal the minutes of the non public session until action is complete. Selectwoman Surman seconded. Vote is Clement aye, Gilman aye, Chartrand aye, Surman aye, Belanger aye.

3. Bid Awards – Line Marking, String Bridge Construction

Selectman Clement asked what this is for. Jennifer Perry said this is for the annual striping and parking delineations. She said this is the annual budget amount.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to award the bid contract to Markings, Inc. for striping and street marking for \$22,229.99. Motion carried – all in favor.

On the String Bridge, Ms. Perry said there is a detailed memo in the packet of supporting information for the String Bridge bids. The DPW recommends awarding the bid to R.M. Piper Inc. Selectman Clement asked for an anticipated start date. Ms. Perry said it would be around the end of July. Selectman Clement said there are two bridges involved in this project, and asked which one would be done first. Ms. Perry said she would have to check that, but said that one bridge will close for six months and then the other for six months and you will always be able to get to Kimball Island.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to award the bid for the String Bridge Rehabilitation Project to R.M. Piper, Inc. in the amount of \$1,128,984.00. Motion carried – all in favor.

4. Public Comment

Sydney Peterson, a former Exeter resident, spoke to the Board asking them to pass a law to make it illegal to discriminate against transgender people in Exeter. She said Portsmouth has this and she thinks if Exeter takes the lead on this it would be a great thing. She said in order to pass it on a state level, it has to start with the towns. She would like to see this on the next agenda. Chair Chartrand asked her to put together a sample of the next BOS meeting. He asked the Board if they were okay with Ms. Peterson putting something together and coming back to their next meeting. Selectman Clement said they, as a Board, can vote to pass a proclamation to support this, but they cannot pass an actual law. They can pass a policy. Ms. Peterson will come back at the next meeting.

5. Minutes and Proclamations

a. Proclamations/Recognitions.

Mr. Dean said Parks & Rec forwarded along the idea for consideration to designate July as Parks & Recreation month. The proclamation, which was read by Selectwoman Belanger, is included in the packet.

Motion: A Motion was made by Vice Chair Gilman to approve this proclamation and designate July as Parks & Rec month. Motion carried – all in favor.

b. Minutes: May 23, 2016 and June 6, 2016

May 23, 2016

Vice Chair Gilman said there is a Motion on the table from Selectwoman Surman at their last meeting to approve the minutes as amended by Brian Griset. Then a Motion was made by Vice Chair Gilman to postpone the minutes for review. Selectwoman Belanger recused herself.

Chair Chartrand asked for any discussion on the Motion. Selectman Clement said he went back listened to the meeting, and proposed to amend the minutes as follows: on Mr. Griset's first amendment, accept it but change "communication" to "documentation" so the last paragraph on Page 1 reads "He requested, under 91-A, to view all documentation on this issue." On Mr. Griset's second amendment his wording wasn't accurate and his third amendment isn't word for word, but it paraphrases. Chair Chartrand said he thought this sets a bad precedent. Chair Chartrand called the vote, which was 1-3-0, Motion fails. Chair Chartrand, Selectman Clement, and Vice Chair Gilman voted nay and Belanger recused.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Surman to approve the minutes of the May 23, 2016 BOS meeting, as presented by Nicole Piper. Motion carried – all in favor.

June 6, 2016

Selectman Clement had an amendment to page 2, changing “moving” to “voting on”. He had an amendment to page 5, changing “they” to “some”. He had an amendment to page 7, changing a sentence in the eighth paragraph to add “then Stratham’s MBTE issue” after “Exeter’s TTHM issue”; and changed the last sentence in that paragraph to read “He does not think the proposed Agreement is mutually beneficial to Exeter. He had an amendment to page 9, changing “Julie and Don” to “Vice Chair Gilman and Selectman Clement” and added “for a 20 unit multi-residential subdivision on Linden Street” in his Committee Report. He had an amendment to page 10, changing “email from Selectwoman Surman to Selectman Clement” to “email from Selectman Clement to Chair Chartrand”.

Motion: A Motion was made by Selectman Clement and seconded by Selectwoman Surman to approve the minutes of the June 6, 2016 BOS meeting, as amended. The vote was 4-0-1, Motion passed. Selectwoman Belanger recused herself.

6. Appointments

A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to appoint Terrie Harman to the River Study Committee with a term to expire on 4/30/19. Motion carried- all in favor.

A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to appoint Heather Inyart to the Exeter Arts Committee with a term to expire on 4/30/19. Motion carried – all in favor.

Selectman Clement said at the last Planning Board meeting they voted and there is a letter from the Chair that the Planning Board did approve the following three people to be appointed.

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to appoint Gwen English and Langdon Plumer to the Rockingham Planning Commission as members, and Katherine Woolhouse to the RPC as an alternate member. Motion carried – all in favor.

7. Discussion/Action Items

a. New Business

i) CDBG Hearing – Gourmet Gift Baskets

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to open a Public Hearing on the CDBG hearing for Gourmet Gift Baskets. Motion carried – all in favor.

Informational packets were available.

Chair Chartrand open Public Hearing on the proposed CDBG Economic Development Application. The following script was read:

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$350,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

This is a proposed Economic Development Community Development Block Grant application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. The town will retain funds for administrative costs and subgrant \$485,000 to Rockingham Economic Development Corp (REDC). REDC will retain \$10,000 for loan delivery fees and loan \$475,000 to Gourmet Gift Baskets LLC for equipment at 24 Continental Drive in Exeter. Gourmet Gift Baskets will create 25 jobs, of which 15 will be made available to persons of low and moderate income.

This project conforms with Exeter’s Housing and Community Development Plan’s Goal of: The Town should encourage the creation and retention of employment opportunities. Also, the Town should promote and pursue commercial and industrial development which reinforces Exeter’s status as a regional high technology, medical and professional/corporate office center. (Short and long term goal.)

Chair Chartrand asked for Public Comment. Darren Winham, Economic Development Director, said this is an imperial piece of the puzzle. He said Tom Monahan called it a “gateway to the balance of development”. He believes this will get things going.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to close the Public Hearing. Motion carried – all in favor.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to open a Public Hearing on Residential Antidisplacement and Relocation Assistance Plan. Motion carried – all in favor.

The following script was read:

Although this project does not involve any displacement or relocation of persons (or businesses), if the Town were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Chair Chartrand asked for Public Comment, of which there was none.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to close the Public Hearing. Motion carried – all in favor.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to adopt the Residential Anti-Displacement and Relocation Assistance Plan. Motion carried – all in favor.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to approve the submittal of the application and vote to authorize the Town Manager to sign and submit the application, and upon approval of the CDBG application, authorize the Town Manager to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto. Motion carried – all in favor.

ii) MS4 Presentation – Julie Labranche, RPC

Julie LaBranche, Senior Planner of the Rockingham Planning Commission, gave a general overview of the Ms4 Permit and why it is important to manage stormwater. One reason is because of flooding, it is important to manage the quality of water. She gave a PowerPoint, which is included in the packet. She showed a chart of the impervious surface and stream health. Stormwater is being thought of as a resource. They are starting to treat, infiltrate and reuse stormwater. This is a goal for the Ms4 Permit.

The idea is to improve the quality of water to meet the requirements of the Clean Water Act.

The Ms4 Program is implemented through six minimum control measures, which are included in the packet.

She went on to say there are seven critical core elements of stormwater management and went through these, saying the requirements may be new to many Boards. She showed

some statistics for Threshold for Applicability of Stormwater Management Standards, which were taken from Durham. She went on to go through the municipal strategies to comply with the Ms4 Permit.

Ms. LaBranche said the Ms4 Permit has a lot of benefits to the community. She said a lot of it is education and common sense. She said Jennifer Perry is doing a great job getting grants and added that Exeter is well on its way.

Selectman Clement said the Planning Board directed the Town Planner come back with recommendations for a Watershed Plan.

Ms. LaBranche said there are a number of Ms4 communities upstream from Exeter. She said those communities are committed to doing their part and are prepared to act. There are quite a few communities adopting new stormwater regulations. They are starting a project called C-RISE (Climate Risk in the Seacoast) which they will start in July and form a Committee. Mr. Dean asked the Board to keep this in mind and suggest to anyone who might be interested in joining that Committee.

iii) LCHIP Grant Documents: Winter Street Cemetery

Vice Chair Gilman said the goal here is to preserve headstones that have fallen over. The Heritage Commission wanted to clean this up. They need to sign some acknowledgements to accept these grants.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to acknowledge the LCHIP Assistance Grant and to designate Mr. Dean as the authority to sign any documentation required. Motion carried – all in favor.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to assign the Town Planner, Mr. Sharples, the authority to enter into a contract with the NH Land and Community Heritage Investment Program and to execute any documents that may be necessary to effectuate such contract. Motion carried – all in favor.

At this point, the Board moved to Permits and Approvals to hear from 8 year old Martin Elie, who wishes to have a bake sale on a portion of the sidewalk in front of Exeter Music and donate his earnings to 50 Legs, a tax exempt organization that has served amputees since 2011.

Martin said 50 Legs raises money for prosthetics and gives care to amputees that can't afford them. Last year he raised \$1300. Selectman Clement asked when this bake sale would be. Martin said it will be July 23 (raindate July 24).

Motion: A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to allow Martin Elie to set up a bake sale in front of Exeter Music on July 23 or a rain date of July 24, from 10-3. Motion carried – all in favor.

iv) 2016 Dog Warrant

Mr. Dean said the Board needs to vote to sign this. He said there are still a lot of dogs that need to be registered, so he urged residents to register their dogs.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to sign the Warrant for Unlicensed Dogs, pursuant to RSA 466:14. Motion carried – all in favor.

v) 2016 Selectboard Goals Report

Mr. Dean said each Board member was asked to come up with their top goals at the April meeting. The Town Manager did as well, and then they were all narrowed down to a list of Top Goals. Those top four goals include the Master Plan Update, Continue to Improve Economic Development Program, Community Relations and Outreach, and Capital Improvement Strategy.

Chair Chartrand said this is here because there are a lot of the agendas coming up are tied to this report. He is going to tie these goals into the agendas and continue to work on enacting these goals.

vi) All Boards Meeting Recap – June 15th

Vice Chair Gilman said a meeting was held last Wednesday for all the Land Use Boards. She said the turnout was poor, but Con Com has done a lot of work. She said a majority of the meeting was about communication between the Land Use Boards. She said having one representative being put on the agendas of the other Land Use Boards to talk will be effective. She said the Town Planner gave a draft flow chart of how applications will be handled. The next All Boards meeting will be September 7, tentatively.

Selectwoman Surman said she thought Dave Sharples presentation was excellent.

Vice Chair Gilman said they talked about intro packets for each Board and how some need to be updated.

Selectwoman Belanger said the general consensus was there is great appreciation for the Town Planner.

Selectman Clement asked if there was any discussion around training opportunities for Committee members. Vice Chair Gilman said they touched on that. She said there are different organizations that they can become members of that have opportunities for training. She and Mr. Dean are going to see how many allow whole Committees to be members. Selectman Clement said they need to find a way to bring the training to them.

vii) Master Plan Meetings – Update

Vice Chair Gilman said the Master Plan Steering Committee had their second meeting which started by reintroducing people. She said the Town Planner has developed a short questionnaire which will be passed around for amendments. Selectman Clement asked what the time table is for sending out the RFQ. Vice Chair Gilman said the RFQ has been sent out and they have gotten two responses. She said there is one week left to respond. There is a subcommittee to rand the firms and they are hoping for more responses.

b. Old Business

i) Town Ordinance Amendment – Chapter 704 2nd Reading

Selectman Clement said this was their second reading to amend the current ordinance to add “Raynes Farm Conservation Area” to section 704.3. Chair Chartrand asked for any Public Comment. With none, he said this fulfilled their second reading.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

Vice Chair Gilman said she was not at the May 9 BOS meeting where the Board denied an abatement request. **Motion:** A Motion was made by Vice Chair Gilman and seconded by Chair Chartrand to rescind the Motion made on May 9, 2016 to deny abatement for 10 Sanborn Street. Selectman Clement asked if a person who was not at the meeting could vote to rescind a Motion. Vice Chair Gilman said because a small child turned on the spicket, she felt this was worthy of abatement because she doesn’t feel the property owner was negligent. She thought they should void their action and reconsider. The vote was called on her Motion, and the Board voted 5-0 to rescind action from the May 9 meeting.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to approve abatement for 10 Sanborn Street to be reduced by \$413.21. Motion carried with a 3-2 vote. Selectman Clement and Selectwoman Surman voted nay.

A Motion was made by Selectwoman Belanger and seconded by Selectman Clement to approve a Yield Tax for map 46, lot 1 in the amount of \$86.62. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Clement to approve a Yield Tax for map 46, lot 3 in the amount of \$86.62. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve abatement for map 102, lot 9 in the amount of \$1944.24. Motion carried, 4-0-1 vote. Selectman Clement abstained.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to deny abatement for map 71, lot 35. Motion carried, 4-0-1 vote. Selectman Clement abstained.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve abatement for map 71, lot 90 in the amount of \$2515.69. Motion carried, 4-0-1 vote. Selectman Clement abstained.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to waive a Timber Tax for map 49, lot 8. Motion carried – all in favor.

b. Permits & Approvals

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to approve banner sponsorship in the memo from the Director of Parks & Recreation as presented on June 2, 2016. Motion carried – 4-1 vote. Selectwoman Surman voted nay.

c. Town Manager's Report

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

- the first day of recreation camp was today and he gave the town pool hours
- interviewed a student for a summer internship
- will begin aggressive ticketing next week in the employee parking lot
- dumpsters are removed out of the back of the Town Office building on a trial basis
- attended a Chamber of Commerce round table last week
- had an All Boards/Master Plan meeting
- Chamber of Commerce meeting on June 17
- received the street sweeper loan agreement
- the Lincoln Street project is complete

- Water/Sewer rate study is ongoing
- Walter Dow is retiring and his retirement party is on June 22. He wished him well in his retirement.
- Lexie's Joint soft opening on Lincoln Street
- Began reviewing sidewalk sales regulations
- The Chamber of Commerce SummerFest is on 6/25
- the brass band starts next Monday

Selectman Clement said he did research on the new street light and railing. He said it was \$9,161.50 and came from the Sidewalk Warrant Article fund. Mr. Dean said that is not correct information. If anything got coded to the warrant article he will instruct Finance to correct it. He said Unitil's pole was moved so they needed something in that place for a light. He said the main reason it is there is for safety.

d. Selectmen's Committee Reports

Selectwoman Belanger said the Housing Committee meets on July 8 and the Water/Sewer Committee meets on July 13.

Selectman Clement reported a Planning Board meeting. He said RPC had an annual dinner a couple weeks ago where Peter Richardson was recognized. Housing Authority met a couple weeks ago and the Town Planner is putting together some great statistics.

Selectwoman Surman reported Conservation Committee met and talked about Allen Street. She said they are working on a lease with Rayne's Farm and they may see a Warrant Article for Rayne's Farm. June 25 is Trails Day.

Vice Chair Gilman reported Heritage Commission met and looked at HDC's ongoing regulations revision.

Chair Chartrand had no report.

e. Correspondence

The following correspondence were included in the packet:

- Email from Jennifer Mates
- Email from Nancy Belanger
- Invitation from Trisha Allen to a retirement party

- Information Handout about water service interruption
- Memo from Municipal and Financial Services Group
- 91-A request and response from Don Clement to Chair Chartrand

9. Review Board Calendar

The BOS will next meet on July 11, 2016 at 7pm.

9. Non Public Session

N/A

10. Adjournment

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to adjourn the meeting at 9:45pm. Motion carried- all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary

DRAFT MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

June 27th, 2016

1. Call Meeting to Order

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

The Chair introduced the board members and asked the town manager to explain the purpose of the meeting.

The town manager outlined that the state needed a revolving fund loan application completed to beat a June 30th deadline proffered by the state, and that was the purpose for the meeting. We have been working on wastewater facility financing for some time, and we compared the bond bank to the SRF program, and outlined several scenarios for discussion and review by the board since it is such a significant project. We are recommending based on all the information to move ahead with the revolving fund loan.

Chair Chartrand indicated Selectwoman Surman wanted to attend but due to the late breaking nature of the issue she could not, and he apologized for not being able to have her present.

The town manager continued describing the various amortization scenarios for a 20, 25, and 30 year period with both the bond bank and the state revolving fund. Assumptions were 3.0% on the bond bank using their projections, 3.5% for a 30 year loan. We met with Beth Malcom from the NHDES and reviewed their proposal. The difference between the two is SRF forgives 5% of the principal of the loan under their program. The town manager compared the interest due under both proposals and the SRF is favorable compared to the bond bank. The town manager referenced RSA 486:14 and the town is the second ranked project on the wastewater priority list behind Portsmouth. Also EPA has agreed and we received notification that the AOC has been extended per the Town's request. The Chair asked the Public Works Director if she had comments. Director Perry thanked Doreen Ravell and Laura Zogopolous of Finance for helping pull the information together. She discussed the schedule modifications and everything is pushed off about 9 months. It does not impact this loan application deadline.

The Chair asked the Finance Director if she wished to add anything. She mentioned there are two grants out there, a SAG and STAG grant, that have not been part of the projection as there is no certainty on those. The Chair asked Mr. Leonard if he had anything to add. He did not but was here to answer questions.

Board comments were then solicited. Selectman Clement indicated he was glad to get the information on Friday from Finance, and asked whether 30 years was the longest we could apply for an SRF loan. Jennifer Perry said it was a new program that they have extended for 30 years. Selectman Clement asked about raising rates now to soften the blow. He is not sure when the rate study will be finished. Should we get ahead to bring us more money to get ahead moving forward. He has looked at this and thinks the SRF is the way to go, less interest and 5% forgiveness. It will be up to the state to fund the SAG. The town manager said the program is active again but they are working through a backlog and

DRAFT MINUTES

older projects are getting funded. It would be 20% of the cost of the project if it were available. Selectman Clement hopes the legislature will work on this.

Selectwoman Gilman agreed with Selectman Clement. The interest between the two sources is significantly different. She's inclined to want to raise the rates as well at some point.

Selectwoman Belanger is fine with the SRF loan. The Chair had nothing to add.

Selectwoman Belanger then read the Authority to File Application. Selectman Clement moved to adopt the resolution as read, Selectwoman Gilman seconded. The vote as unanimous.

Selectwoman Belanger moved to approve the application under the state wastewater revolving fund RSA 486:14 for the wastewater facility design and construction and main pumping station improvements and further authorize the town manager to submit the application and execute any documents and/or furnish information needed as outlined in the application resolution. Selectwoman Gilman seconded. Selectman Clement asked if we have to lock in annual or semi-annual payments and amortization period. The town manager responded we would do this piece later. Motion carried unanimously.

Selectman Clement asked if we could make this information available to the public. The town manager said it will be on the website for background information.

2. Adjournment

Selectwoman Belanger moved to adjourn. Selectwoman Gilman seconded. Motion carried. The Board stood adjourned at approximately 7:30 p.m..

Respectfully submitted,

Russell Dean
Town Manager

TITLE V TAXATION

CHAPTER 72 PERSONS AND PROPERTY LIABLE TO TAXATION

Property Taxes

Section 72:23

72:23 Real Estate and Personal Property Tax Exemption. – The following real estate and personal property shall, unless otherwise provided by statute, be exempt from taxation:

I. (a) Lands and the buildings and structures thereon and therein and the personal property owned by the state of New Hampshire or by a New Hampshire city, town, school district, or village district unless said real or personal property is used or occupied by other than the state or a city, town, school district, or village district under a lease or other agreement the terms of which provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property. The exemption provided herein shall apply to any and all taxes against lands and the buildings and structures thereon and therein and the personal property owned by the state, cities, towns, school districts, and village districts, which have or may have accrued since March 31, 1975, and to any and all future taxes which, but for the exemption provided herein, would accrue against lands and buildings and structures thereon and therein and the personal property owned by the state, cities, towns, school districts, and village districts.

(b) All leases and other agreements, the terms of which provide for the use or occupation by others of real or personal property owned by the state or a city, town, school district, or village district, entered into after July 1, 1979, shall provide for the payment of properly assessed real and personal property taxes by the party using or occupying said property no later than the due date. This subparagraph shall not apply to leases of state-owned railroad properties which are subject to railroad taxes under the provisions of RSA 82 or which provide revenue to the state, a portion of which is distributed to cities and towns pursuant to RSA 228:69, I(a). All such leases and agreements shall include a provision that "failure of the lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the lessor." All such leases and agreements entered into on or after January 1, 1994, shall clearly state the lessee's obligations regarding the payment of both current and potential real and personal property taxes, and shall also state whether the lessee has an obligation to pay real and personal property taxes on structures or improvements added by the lessee.

(c) If the lessee using or occupying the property fails to pay the duly assessed personal and real estate taxes on the due date, the tax collector of the taxing district involved shall notify the lessor that the same remains unpaid. Upon receipt of said notification from the tax collector, the lessor shall terminate said lease or agreement and pay over to the tax collector from amounts received from said lease such sums as are necessary to satisfy the tax due.

(d) The exemptions provided in subparagraph (a) shall apply to the lands and the buildings and structures thereon and therein and personal property owned by the university system of New Hampshire or the community college system of New Hampshire. The requirements of subparagraph (b) shall apply to all leases and other agreements entered into or renewed on or after April 1, 2006, the terms of which provide for the use or occupation by others of real or personal property owned by the university system of New Hampshire or the community college system of New Hampshire. The remedies set forth in subparagraph (c) shall be available to enforce the payment of real and personal property taxes assessed against the lessees of property owned by the university system of New Hampshire or the community college system of New Hampshire pursuant to this subparagraph.

II. Lands and buildings and personal property owned and used by any county for governmental purposes, including hospitals, court houses, registry buildings, and county correctional facilities except that county farms

and their lands, buildings and taxable personal property shall be taxed.

III. Houses of public worship, parish houses, church parsonages occupied by their pastors, convents, monasteries, buildings and the lands appertaining to them owned, used and occupied directly for religious training or for other religious purposes by any regularly recognized and constituted denomination, creed or sect, organized, incorporated or legally doing business in this state and the personal property used by them for the purposes for which they are established.

IV. The buildings and structures of schools, seminaries of learning, colleges, academies and universities organized, incorporated or legally doing business in this state and owned, used and occupied by them directly for the purposes for which they are established, including but not limited to the dormitories, dining rooms, kitchens, auditoriums, classrooms, infirmaries, administrative and utility rooms and buildings connected therewith, athletic fields and facilities and gymnasiums, boat houses and wharves belonging to them and used in connection therewith, and the land thereto appertaining but not including lands and buildings not used and occupied directly for the purposes for which they are organized or incorporated, and the personal property used by them directly for the purposes for which they are established, provided none of the income or profits are divided among the members or stockholders or used or appropriated for any other purpose than the purpose for which they are organized or established; provided further that if the value of the dormitories, dining rooms and kitchens shall exceed \$150,000, the value thereof in excess of said sum shall be taxable. A town at an annual town meeting or the governing body of a city may vote to increase the amount of the exemption upon dormitories, dining rooms and kitchens.

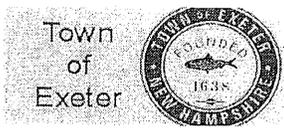
V. The buildings, lands and personal property of charitable organizations and societies organized, incorporated, or legally doing business in this state, owned, used and occupied by them directly for the purposes for which they are established, provided that none of the income or profits thereof is used for any other purpose than the purpose for which they are established.

V-a. The real estate and personal property owned by any organization described in paragraphs I, II, III, IV or V of this section and occupied and used by another organization described in said paragraphs, but only to the extent that such real estate and personal property would be exempt from taxation under said paragraphs if such property were owned by the organization occupying and using the property, as long as any rental fee and repairs, charged by the owner, are not in clear excess of fair rental value.

VI. Every charitable organization or society, except those religious and educational organizations and societies whose real estate is exempt under the provisions of paragraphs III and IV, shall annually before June 1 file with the municipality in which the property is located upon a form prescribed and provided by the board of tax and land appeals a statement of its financial condition for the preceding fiscal year and such other information as may be necessary to establish its status and eligibility for tax exemption.

VII. For the purposes of this section, the term "charitable" shall have the meaning set forth in RSA 72:23-l.

Source. 1913, 115:1. 1915, 150:1. 1921, 41:1. 1923, 70:1. PL 60:22. 1930, 4:1. 1941, 174:1. RL 73:24. 1945, 141:1. RSA 70:23. 1955, 157:1. 1957, 202:2. 1969, 113:1. 1973, 544:8. 1975, 482:1, 2. 1977, 568:8; 600:83. 1979, 182:1. 1988, 1:2; 89:11. 1991, 111:1; 306:3. 1993, 195:1. 1994, 378:1. 1999, 304:2. 2002, 190:7. 2003, 56:3. 2006, 205:2. 2011, 199:2, eff. Aug. 19, 2011; 224:361, eff. July 1, 2011.



Russ Dean <rdean@exeternh.gov>

Fwd: Great Bay Kids' Company- tax exemption

Nancy Belanger <nbelanger@exeternh.gov>

Fri, Jul 8, 2016 at 12:10 PM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

For packet!

----- Forwarded message -----

From: "Steph Canty" <sc_pr@yahoo.com>

Date: Jul 8, 2016 11:45 AM

Subject: Great Bay Kids' Company- tax exemption

To: <ASurman@exeternh.gov>, <Nbelanger@exeternh.gov>, "dclement43@comcast.net" <dclement43@comcast.net>, <dchartra@rcn.com>, <jgilman@exeternh.gov>

Cc:

Dear Selectboard of the Town of Exeter,

I am writing this letter in support of Great Bay Kids' Company and the tax exemption they are seeking. I hope you will consider granting this exemption.

I am proudly affiliated with this wonderful organization and I can certainly verify GBKC is an early educational facility bettering and educating our youngest town residents. As you have reviewed many other letters, you now have a better understand of exactly what GBKC does on a daily basis and why this exemption is of vital importance to the organization.

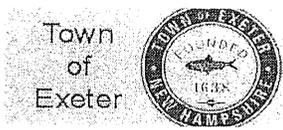
I was involved in helping to keep Great Bay Kid's Company in Exeter when our lease ended with SAU 16. The Board of Directors and Executive Director at the time worked very hard securing the property on Epping Road. There were many opportunities to leave Exeter and take the organization to surrounding towns, however they wanted to do what was in the best interest of the growing young families in Exeter and continue to serve in the same general location. Ask any realtor (like my husband) and they will tell you, having an organization like GBKC is absolutely essential to our young working community, our waiting lists prove this to be true as well. GBKC serves a very important role in keeping our community whole.

I do hope you will consider the exemption for GBKC and the people of our community.

I have had the pleasure of serving the Town of Exeter as a volunteer on the Budget Committee, a volunteer with the wonderful Chamber of Commerce, a volunteer at St. Michael's and our Exeter Elementary PTO. I consider GBKC absolutely important to our community and I would be extremely disappointed should the Town not grant this exemption.

Thank you for your dedication to the Town of Exeter and your hard work as the Selectboard. I look forward to seeing you all on Monday to further discuss.

Steph Canty
Publicity
(603) 397-7704
sc_pr@yahoo.com



Russ Dean <rdean@exeternh.gov>

Fwd: Great Bay Kids

Nancy Belanger <nbelanger@exeternh.gov>

Thu, Jul 7, 2016 at 1:18 PM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

For packet!

----- Forwarded message -----

From: "Shana Hoch" <shanahoch@gmail.com>

Date: Jul 7, 2016 1:15 PM

Subject: Great Bay Kids

To: <ASurman@exeternh.gov>, <Nbelanger@exeternh.gov>, <dclement43@comcast.net>, <dchartra@rcn.com>

Cc:

Good afternoon,

I'm writing in regards to the property tax exemption review for Great Bay Kids. I have two kids who have used their program since they were 2 & 4. They are now 8 & nearly 10, and we are still using their care at the elementary before and after school programs, as well as summer program.

As this is directly related to their new facility, I will focus primarily on my experience with them educating my children prior to and during their kindergarten care. First, both of my kids learned the days of the week, months of the year, alphabet, some Spanish words and songs directly from their education at GBKC. They also learned how to use scissors, learned their colors, and learned how to interact with others in an educational setting. All of this was prior to starting at MSS.

I heard from numerous teachers at MSS that students transitioning from GBKC to MSS are well equipped to start kindergarten, and often are able to hit the ground running more quickly and easily than students who have not been at GBKC prior to starting. We were able to see this difference in the classroom when visiting after the kids began at MSS. The GBKC kids were able to assist the teachers in setting the tone for an educational atmosphere, as they understood much of the information being taught, and were able to assist students who didn't come in with the same level of education or experience in a group learning environment. The education received at GBKC lessens the burden on the kindergarten teachers at MSS, and enables the teachers to focus on education more quickly and easily.

In further evidence of the educational culture at GBKC, I'll tell you about my daughter falling behind in reading in 1st grade. I was not aware of this until she started 2nd grade and her teacher asked what we did with her over the summer. She explained to me that she was behind in reading but was now right on track. The only thing that could be attributed to her success was the educational environment at GBKC as again, I was not aware of the issue until she started 2nd grade. Over the summer between 1st & 2nd grade, the GBKC teachers encouraged everyone to read, gave ample time for reading and other educational activities, and the librarian came in each week to provide books.

I strongly urge you to keep the property tax exemption in place for GBKC as they are truly an educational facility, and one that is critical to our community. Adding taxes to the organization will result in cuts in the facilities services or increased prices, neither of which will benefit Exeter families.

thank you for your consideration,

Shana Hoch
3 Indian Trail
Exeter, NH

--

shanahoch@gmail.com



EXETER PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD • EXETER, NH • 03833-4540 • (603) 773-6157 • FAX (603) 772-1355

www.exeternh.gov

January 15, 2015

Mr. Brian Thomson
Northside Carting, Inc.
210 Holt Road
North Andover, MA 01845

Dear Mr. Thomson:

The Town of Exeter has contracted with Northside Carting for municipal solid waste and recycling collection, transportation, and disposal/processing since June 2008. For most of those years Northside has provided excellent service to the Town and built a solid reputation for timely and professional service. Regretfully, I must inform you that over the last year that reputation has been damaged due to Northside's under performance per the contract, poor communications and inadequate corrective actions. In addition, the complaints have now reached the point where these issues have been raised with our Board of Selectmen at public meetings.

We have communicated most of these issues to Northside Carting in the past, via e-mail, telephone and face-to-face meeting. Specific issues include

- failure to furnish and maintain trucks and labor necessary, resulting in service interruptions;
- lack of notice to Public Works of mechanical failures or labor issues resulting in delays;
- unprofessional behavior of operators including speeding, loud and foul language, simultaneously working both sides of busy streets, throwing bins and leaving them most inconveniently in the middle of driveways.

Earlier this week, the Public Works Department requested a meeting with you and Michael Queene to make sure you understand our issues and give you an opportunity to make improvements. We request this meeting be held no later than January 26, and offer next Thursday, January 22 after 1:00 p.m. as an available time. We will include Town Manager Russell Dean, Highway Superintendent Jay Perkins, Office Clerk Trisha Allen and myself in the meeting.

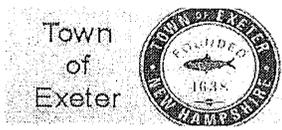
We appreciate your attention to this most important matter and look forward to hearing from you and getting Northside Carting and Exeter's curbside program back on track.

Sincerely,

Town of Exeter, New Hampshire

Jennifer R. Perry, P.E.
Public Works Director

cc: Michael Queene



Russ Dean <rdean@exeternh.gov>

Fwd: Curbside collection

Nancy Belanger <nbelanger@exeternh.gov>

Fri, Jun 24, 2016 at 10:51 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <gilmanjd@comcast.net>

----- Forwarded message -----

From: <asurman@exeternh.gov>

Date: Jun 24, 2016 10:47 AM

Subject: Re: Curbside collection

To: "Trisha Allen" <tallen@exeternh.gov>

Cc: "Exeter Selectmen" <selectmen@exeternh.gov>, "Jennifer Perry" <jperry@exeternh.gov>, "Jay Perkins" <jperkins@exeternh.gov>

Hi All,

I reported similar delays to Jay that occur somewhat regularly on the West side of Exeter: Tamarind Lane and Cullen Way. We need to start getting bids for a new vendor since clearly Northside is not serving the taxpayers well.

Thank you.

Anne

Sent from my iPhone

On Jun 24, 2016, at 7:30 AM, Trisha Allen <tallen@exeternh.gov> wrote:

Good Morning Jeremy,

I apologize for the lack of service you and your neighbors are receiving on Half Penny Lane and Captains Way. The Highway Superintendent will be speaking with our route manager at Northside Carting first thing this morning. I've also reported these areas as missed to Northside in hopes they will retrieve first thing this morning. Please let me know if at all possible if this was not done by 2pm today. You can call the office directly at 773-6157.

Thank you,

Trisha

Trisha Allen
Office Manager
Public Works Department
13 Newfields Road
Exeter, NH 03833
p) 603-773-6166
f) 603-772-1355

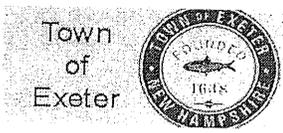
On Thu, Jun 23, 2016 at 8:11 PM, Jeremy Veilleux <jpvemail@yahoo.com> wrote:

A month back all curbside on Half Penny lane was missed and it was not picked up for a week. Today, again, all of our recycle was missed. Others in Captain's Way (adjacent to us) have had their trash and/or recycle missed the last month or two. You'll likely hear from others if you have not already.

Why is there such an issue with curbside collection recently?

Thanks,

Sent from my iPhone



Russ Dean <rdean@exeternh.gov>

recycling

Harry Thayer <hbthayer@comcast.net>

To: Trisha Allen <tallen@exeternh.gov>

Fri, May 6, 2016 at 9:16 AM

Cc: Jennifer Perry <jperry@exeternh.gov>, Dean Russ <rdean@exeternh.gov>

Trisha,

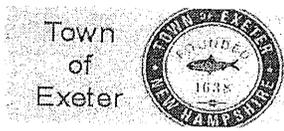
Recycling was picked up yesterday.

Quite frequently their trucks leave a trail of hydraulic fluid all through the area.

Yesterday was the worst.

Is there something that can be done about this?

Harry



Russ Dean <rdean@exeternh.gov>

Rubbish

2 messages

Harry Thayer <hbthayer@comcast.net>
To: Trisha Allen <tallen@exeternh.gov>
Cc: Dean Russ <rdean@exeternh.gov>

Fri, May 27, 2016 at 7:34 AM

Good mornin'.
Yesterday:
Recycling yes.
Rubbish no.
Have a great day,
Harry

Trisha Allen <tallen@exeternh.gov>
To: Harry Thayer <hbthayer@comcast.net>
Cc: Dean Russ <rdean@exeternh.gov>

Fri, May 27, 2016 at 7:46 AM

Good Morning Harry,

Northside Carting reached out to us late yesterday and made us aware that they still had about an hour left on their route. They are finishing up what they missed this morning. I hope you have a wonderful Memorial Day weekend!

Thank you,
Trisha

Trisha Allen
Office Manager
Public Works Department
13 Newfields Road
Exeter, NH 03833
p) 603-773-6166
f) 603-772-1355
[Quoted text hidden]

AMEND CHAPTER 7 – COMMERCE REGULATIONS – EXETER TOWN
ORDINANCES

Current ordinance to be amended by adding “Raynes Farm Conservation Area” to section 704.3

- 704 **Discharging Firearms**
No person shall discharge any cannon, pistol or other firearms on the property of GTE Osram/Sylvania located on Portsmouth Avenue in Exeter.
- 704.1 No person, firm or corporation shall fire or discharge any cannon, gun pistol or other firearm, rocket or squibs within the compact area of the Town of Exeter.
- No person, firm or corporation shall, while on the property of another, fire or discharge any cannon, gun pistol or other firearm, rocket or squib within three hundred (300) feet of a dwelling, building or person.
- 704.2 Compact Area Defined:
Compact area shall mean the area bounded by the Department of Public Works and Highways compact zones.
- 704.3 Discharge of firearms on town property:
Notwithstanding the provisions of 705.1 above, no person, except a Law Enforcement Officer in the proper execution of his duties, firm or corporation shall fire or discharge any cannon, gun, pistol or other firearm, rocket or squibs upon any property owned or leased by the Town of Exeter except that at the following locations the following activities shall be permitted:
- a. A designated firing range approved by the Board of Selectmen upon recommendation of the Chief of Police with the concurrence of the Town Manager at which instruction in the use of firearms shall be allowed as part of the Police Department's training procedures:
 - b. The Sportsman's Club maintained on the Water Works property, so-called, off Portsmouth Avenue, at which Sportsman's Club, the Club members shall be allowed to carry out their customary firearms activities;
 - c. The following properties under the supervision of the Exeter Conservation Commission, on which property hunting for birds and mammals according to New Hampshire State Law shall be allowed:

Oaklands Town Forest

Little River Conservation Area
Smith-Page Conservation Area
Raynes Farm Conservation Area

Signed this _____ day of _____, 2016

Exeter Board of Selectmen:

Dan Chartrand, Chairman

Julie Gilman, Vice Chairwoman

Nancy Belanger, Clerk

Anne L. Surman

Don Clement

Approval Date: _____

Effective Date: _____

703.1 No person shall consume any alcoholic beverage, or have in his/her possession any open container of alcoholic beverage while in any vehicle within the geographical limits of Exeter.

704 **Discharging Firearms**

No person shall discharge any cannon, pistol or other firearms on the property of GTE Osram/Sylvania located on Portsmouth Avenue in Exeter.

704.1 No person, firm or corporation shall fire or discharge any cannon, gun pistol or other firearm, rocket or squibs within the compact area of the Town of Exeter.

No person, firm or corporation shall, while on the property of another, fire or discharge any cannon, gun pistol or other firearm, rocket or squib within three hundred (300) feet of a dwelling, building or person.

704.2 Compact Area Defined:

Compact area shall mean the area bounded by the Department of Public Works and Highways compact zones.

704.3 Discharge of firearms on town property:

Notwithstanding the provisions of 705.1 above, no person, except a Law Enforcement Officer in the proper execution of his duties, firm or corporation shall fire or discharge any cannon, gun, pistol or other firearm, rocket or squibs upon any property owned or leased by the Town of Exeter except that at the following locations the following activities shall be permitted:

- a. A designated firing range approved by the Board of Selectmen upon recommendation of the Chief of Police with the concurrence of the Town Manager at which instruction in the use of firearms shall be allowed as part of the Police Department's training procedures:
- b. The Sportsman's Club maintained on the Water Works property, so-called, off Portsmouth Avenue, at which Sportsman's Club, the Club members shall be allowed to carry out their customary firearms activities;
- c. The following properties under the supervision of the Exeter Conservation Commission, on which property hunting for birds and mammals according to New Hampshire State Law shall be allowed:

Oaklands Town Forest
Little River Conservation Area
Smith-Page Conservation Area
Raynes Farm Conservation Area

705 **Standard of Conduct – Municipal Officers**
or anything of monetary value from any contractor or potential contractor with

NOTICE: Hunting in season is permitted. Visitors should wear day-glow orange during hunting seasons.

Discharge of firearms for any other use is prohibited under Exeter Town Ordinance 704. Violators will be fined \$100 for each offense.

Active Crop Management Area.
No motor vehicles permitted on fields.

List for Selectmen's meeting July 11, 2016

Abatement

<u>Map/Lot</u>	<u>Location</u>	<u>Refund</u>
71-12-2	20B Portsmouth Ave	\$727.89
86-4-3	18 Hampton Road #3	\$3,925.50
86-4-2	18 Hampton Road #2	\$569.54
86-4-1	18 Hampton Road #1	\$858.14
86-4-8	18 Hampton Road #8	Denied
86-4-5	18 Hampton Road #5	Denied
53/6	2 Newfields Raod	\$3,588.37

Intnet to Cut

<u>Map/Lot</u>	<u>Location</u>
47/1/3&4	3&5 Continental Dr

TOWN OF EXETER, NEW HAMPSHIRE

Amendment to Bond Anticipation Notes and Related Documents

This Amendment to Bond Anticipation Notes and Related Documents (this "Amendment") is dated as of this 22nd day of July, 2016, by and between the Town of Exeter, New Hampshire (the "Issuer") and Merchants Bank (the "Bank").

W I T N E S S E T H

WHEREAS, the Issuer executed and delivered to the Bank its \$3,300,000 Bond Anticipation Notes dated June 5, 2015, which Notes bear interest at the annual rate of 0.75% and were to mature on July 22, 2016 (the "Notes"); and

WHEREAS, the parties have agreed to amend the Notes to extend the maturity date thereof and change the interest rate thereon; and

WHEREAS, the parties wish to evidence these changes by executing this Amendment;

NOW, THEREFORE, in consideration of the foregoing, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Extension of Maturity Date. The maturity date of the Notes is hereby extended from July 22, 2016 until July 21, 2017.
2. New Interest Rate. As of the date hereof, the interest rate on the Notes is hereby changed from 0.75% to 1.39%.
3. Interest Payment. On the date hereof, the interest accrued to the time of the original maturity of the Notes shall be due and payable.
4. No Further Changes; Effect on Related Documents; Etc. With the exception of the changes effected hereby and the execution of a new Form 8038G to be filed with the Internal Revenue Service in connection herewith, the Notes and all documents related thereto (including, without limitation, the Bond Anticipation Note Certificate, the Signature and No Litigation Certificate with Receipt and the No Arbitrage and Tax Certificate (collectively, the "Related Documents")) are to remain in full force and effect, unchanged; the same being hereby ratified and confirmed. With respect to the Notes and the Related Documents, the Issuer hereby represents and covenants that: (i) there are no defaults thereunder; and (ii) all representations and certifications contained therein remain accurate and complete in all material respects.

[SIGNATURE PAGE FOLLOWS]

Dated as of the day and year first above written.

TOWN OF EXETER, NEW HAMPSHIRE

ISSUER'S TREASURER

Issuer's Governing Board

(Seal)

Agreed to and Accepted:

MERCHANTS BANK

By: _____
Duly Authorized



Application for Use of Town Facility

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

Faxed #: 603-772-4709 or emailed: sriffle@exeternh.gov

4-21-22-2017

Facility: Town Hall (Main Floor) Bandstand Parking - # Spaces _____ Location _____
 Signboard Requested: Poster Board Week: Am: 11/6-23 Plywood Board Weeks 2 Am: 1/9-23
2017 2017

Representative Information:

Name: Milton "Sandy" Martin, Jr. Address: 127 Water Street
 Town/State/Zip: Exeter, NH 03833 Phone: 603-778-0822
 Email: sandym@mfe.com Date of Application: 6-22-16

Organization Information:

Name: Seacoast IDOL Address: 127 Water Street
 Town/State/Zip: Exeter, NH 03833 Phone: 603-778-0822

Reservation Information:

Type of Event/Meeting: Auditions Date: 4-22-17
 Times of Event: 8AM to 4PM Times needed for set-up/clean-up: _____
 # of tables: 3 # of chairs: 20 1/2 Will food/beverages be served? Water
 List Town equipment you request to use: N/A
 Comments: _____

Requirements:

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

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

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

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

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

Applicant signature: *[Signature]* Date: 6-22-16
Director

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

Office Use Only:

Liability Insurance: On file In-process Will receive by _____
 Fee: Paid Will pay by _____ Non-profit fee waiver requested



Application for Use of Town Facility

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

Faxed #: 603-772-4709 or emailed: sriffle@exeternh.gov

5-5 to 5-7, 2017 left side of Town Hall 5-5 to 5-7, 2017

Facility: Town Hall (Main Floor) Bandstand Parking - # Spaces All Location _____

Signboard Requested: A-30 to 5-7 Poster Board Week: 2017 Plywood Board ²Weeks 4-23 to 5-7, 2017

Representative Information:

Name: Milton T. "Sandy" Martin, Jr. Address: 127 Water Street
 Town/State/Zip: Exeter, NH 03833 Phone: 603-778-0822
 Email: sandym@mfe.com Date of Application: 6-22-16

Organization Information:

Name: Seacoast IDOL Address: 127 Water Street
 Town/State/Zip: Exeter, NH 03833 Phone: 603-778-0822

Reservation Information:

Type of Event/Meeting: Seacoast IDOL Event Date: 5-7-17
 Times of Event: All day 5-7-17 Times needed for set-up/clean-up: 5-5 to 5-6, 2017
 # of tables: 6 1/2 # of chairs: All you want Will food/beverages be served? Monday AM 5-8-17
 List Town equipment you request to use: N/A on floor
 Comments: _____

Requirements:

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

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

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

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

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

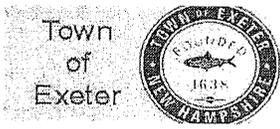
Applicant signature: [Signature] Date: 6-22-16
Director

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



Russ Dean <rdean@exeternh.gov>

Fwd: Multiple Violations of RSA 91-A

Nancy Belanger <nbelanger@exeternh.gov>

Mon, Jun 20, 2016 at 8:23 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

For next packet!

----- Forwarded message -----

From: "Brian Griset" <grisetandsons@comcast.net>

Date: Jun 18, 2016 2:20 PM

Subject: Multiple Violations of RSA 91-A

To: "Exeter Selectmen" <selectmen@exeternh.gov>

Cc:

Dear Board,

This communication is to document multiple violations of RSA 91- A relative to my request to inspect documents related to the Riverwoods Abatement request and discussions pertaining to the issue.

On May 23rd during the Selectmen meeting I requested from the Chair/Town Manager, in accordance with 91- A specifically, that the Town make available all documents. A "Special Meeting" by the Board was scheduled for the following night on this issue.

I received no response at that time. I received no contact from the Town within the proscribed 5 day response period.

On June 6th during the Board of Selectmen meeting I again raised this issue and noted the failure of the Town to respond in accordance with RSA 91-a. I received no response regarding this failure by the Chair and the Town Manager.

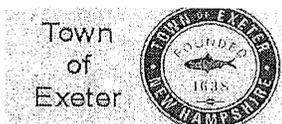
I further objected to the fact that the draft minutes of the meeting of the 23Rd did not contain my specific reference to RSA 91- a and asked them to be corrected and amended. A decision was made to delay approval of those minutes so as to confirm my proposed amendments.

Twelve days since my last request I have still not had a response from the Town to my RSA 91- a request.

Please immediately make all documents including all communications, written or electronic available for my review and inform me when they are available.

Please place this email in the "Correspondence" section of the packet for the first regularly scheduled Selectmen's meeting in July.

Brian Griset



Russ Dean <rdean@exeternh.gov>

Fwd: Failure to Respond to Informational Request

Nancy Belanger <nbelanger@exeternh.gov>

Mon, Jun 20, 2016 at 8:24 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

For next packet!

----- Forwarded message -----

From: "Brian Griset" <grisetandsons@comcast.net>

Date: Jun 18, 2016 2:07 PM

Subject: Failure to Respond to Informational Request

To: "Exeter Selectmen" <selectmen@exeternh.gov>

Cc:

Dear Selectboard,

During Public Comment of the June 6th Board meeting I requested information regarding the apparent decision to install a "decorative light" in front of the Town Hall during the voter approved sidewalk project. I stated that as this was not part of the scope of work and due to the fact that the Exeter citizens have rejected spending money for this purpose, I requested to know who authorized this action, was the Board informed of this action and who was going to pay for its cost and the electricity to run it.

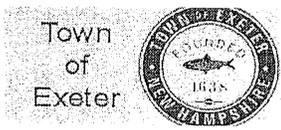
It is now twelve days since my request and the Chair and the Town manager have once again failed to respond to questions and verbal requests made during Board meetings.

RSA 91-A and the case law behind it do not require written requests for access to information.

I hereby request immediate access to all relevant documents including emails by parties involved in this decision, work orders and any other written communications.

Please place this email in the "Correspondence" section of the packet for the first regularly scheduled meeting in July.

Brian Griset



Russ Dean <rdean@exeternh.gov>

Fwd: Non Response- RSA 91-A 2 (II) Request

Nancy Belanger <nbelanger@exeternh.gov>

Mon, Jun 20, 2016 at 8:25 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

For next packet!

----- Forwarded message -----

From: "Brian Griset" <grisetandsons@comcast.net>

Date: Jun 18, 2016 1:57 PM

Subject: Non Response- RSA 91-A 2 (II) Request

To: "Exeter Selectmen" <selectmen@exeternh.gov>

Cc:

Dear Board,

At the June 6th meeting I requested to know when minutes from the May 24th "special" meeting would be available. I have received no response to my request, a violation of 91-A.

Pursuant to RSA 91- A 2 (II) draft minutes must be available within 5 business days after the meeting. Withholding of the documents is another 91-A violation.

The public notice for the May 24th "special meeting" stated the issue was "Riverwoods Abatement" yet the opening statement from the Chair referred to this meeting as a "settlement discussion".

The Chair allowed public comment from the petitioner and its counsel who also stated their understanding was this was a "settlement discussion" meeting that should be held in Executive Session.

Both statements are contrary to what the Chair posted in the public notice.

To add to the obfuscation, at the May 23rd regular meeting the prior evening the Chair stated that no decisions would be made at the un-televised meeting of May 24th.

Contrary to this statement, he called for a vote on the issue and a vote was taken.

Please contact me and provide access to the minutes immediately.

Please place this email in the "Correspondence" section of the packet for the first July regular scheduled meeting.

Brian Griset



Russ Dean <rdean@exeternh.gov>

Fwd: Downtown Sidewalk Project: RSA 231

Nancy Belanger <nbelanger@exeternh.gov>

Mon, Jun 20, 2016 at 8:27 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

For next packet!

----- Forwarded message -----

From: "Brian Griset" <grisetandsons@comcast.net>

Date: Jun 18, 2016 11:52 AM

Subject: Downtown Sidewalk Project: RSA 231

To: "Exeter Selectmen" <selectmen@exeternh.gov>

Cc:

Dear Board,

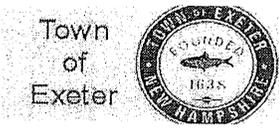
I read the update on the Downtown project which is nearing completion. Based upon my memory I can't recall any discussion regarding possible changes in drainage patterns and impacts. I am especially concerned as a taxpayer due to the installations of the dry wells along the Water Street stores adjacent to their basement levels which could negatively impact these owners.

My concern is based upon the actions of the DPW during the Jady Hill project and the resurfacing of streets which caused drainage changes and damages to some of the homeowners. In those cases the Town did not follow proper procedure. I felt you should be aware of the NH Statute that places this responsibility upon the Board.

Please refer to RSA 231 and the requirements upon the Town if drainage is altered impacting abutters.

Please place this email in the "Correspondence" section of the packet for your first July meeting. Thank you for your time.

Brian Griset



Russ Dean <rdean@exeternh.gov>

Replace Yield Sign at Park/Warren Ave. near 27

Enna Grazier <enna@grazierphotography.com>

Tue, Jun 21, 2016 at 4:07 PM

To: rdean@exeternh.gov

Cc: sriffle@exeternh.gov, wshupe@exeternh.gov, mmunck@exeternh.gov, Helen Fassil <helen.fassil@gmail.com>

June 21, 2016

Dear Mr. Dean,

I am writing to propose that the **Yield sign at Park Street and Warren Avenue be replaced with a Stop sign**. This busy intersection is made *more* dangerous by the yield sign, and this change should be made as soon as possible.

Drivers heading north on Park behave as if they are on a major highway merge when they prepare to enter 27. As you know, this is *not* a highway on-ramp; it is an in-town 3-way traffic intersection with heavy pedestrian use. The manner in which drivers observe the Yield sign raises numerous opportunities for an accident, in fact the Yield sign fosters behavior which could contribute to an accident. We believe it is only a matter of time before a devastating accident happens at this intersection.

Before describing the exact hazards presented by drivers, I'd like to describe this location. The crosswalk at this intersection is one entrance to the Park Street Commons. Children, often unaccompanied, use this crosswalk *every day* to commute to and from school, and to enter the park. **Within 2 blocks of this intersection, there live no less than 24 children under the age of 13.** This means that 24 young children use this crosswalk at least 2 times a day on their way to and from school, and usually 4 or 6 or 8 times as they go back and forth from the park. That is, 48, 96, 192, and more opportunities for a neighborhood child to be hit on any given day, not including children from other areas who come with their families to enjoy the park, or days that Parks and Rec uses this park to host soccer games, baseball, or other activities involving dozens of families with young children.

Here is a summary of the specific dangers presented by drivers at this intersection:

- **Autos traveling on Park accelerate** as they drive up Park from Oak to 27, frequently reaching speeds over 40 mph.
- **Drivers on Park fail to yield** to drivers who are turning from either direction off of 27 onto Warren Ave or Park. Instead they either continue to accelerate, or they block the intersection.
- **Most critically, almost all drivers fail to look to the right to observe the autos and pedestrians coming from Warren Ave or from the sidewalk** that feeds into the crosswalk. Instead, drivers treat this intersection as a highway on-ramp style merge and often look only over their left shoulder to observe the traffic on 27. A driver doing this will not see a pedestrian in this crosswalk, nor will they see a pedestrian crossing 27 further up the road (where there is no crosswalk but where pedestrians frequently cross).
- **Drivers heading south on 27 and turning left onto Oak are often speeding**, and do not allow themselves time to stop if there is a child in the crosswalk.

In recent months I have observed drivers of tractor-trailers, passenger cars, construction vehicles, and *city of Exeter maintenance vehicles* all a) speeding up Park from Oak towards this intersection, b) accelerating through this intersection, and c) failing to look to the right to check for children, animals, bicyclists, or other vehicles. During many of these instances there have been pedestrians, including children, in or near the crosswalk.

Despite learning safe pedestrian habits, my children have come within inches of being hit several times over the 6 years that we have lived here. I personally have almost been T-boned many times while driving from 27 onto Warren Ave (by a Park Street driver who failed to yield). This intersection is so dangerous that we encourage our own children and other neighborhood children to not even use this crosswalk, and instead to use the crosswalk at Locust and Park. This however, is not an adequate solution, as while it moves children away from the Yield sign, the cars that speed up Park Street between Oak and Warren in excess of 40 mph still present a significant danger to pedestrians in BOTH crosswalks.

A Stop sign on Park at Warren will engage drivers' defensive skill of habitually looking to both right and left when at a Stop sign. It is this skill which is missing from how drivers behave in this intersection and we believe is most likely to cause a terrible accident.

Replacing the Yield Sign with a Stop Sign is a simple solution that should happen immediately, before a close call becomes a major accident. A Stop sign will not change traffic flow in any significant way, and we believe can only make the intersection safer for all.

Please let us know what else we can do to substantiate this request and get this change made before there is an accident involving a child.

We have already brought this matter to the attention of the Exeter Police Dept, and though they have patrolled the intersection, this has little to no effect on how or whether drivers observe the Yield sign. The dangerous driving behavior will not be changed until the Yield sign is replaced with a Stop sign.

Sincerely,

Enna and Matthew Grazier
8 Warren Ave
Exeter NH 03833

Town
of
Exeter



Russ Dean <rdean@exeternh.gov>

Replace Yield Sign at Park/Warren Ave. near 27

Russ Dean <rdean@exeternh.gov>

Wed, Jun 22, 2016 at 8:23 AM

To: Jennifer Perry <jperry@exeternh.gov>, William Shupe <wshupe@exeternh.gov>, David Sharples <dsharples@exeternh.gov>

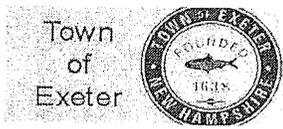
Hi folks,

Would like to get your recommendations on this request.

Thank you,

Russ

[Quoted text hidden]



Russ Dean <rdean@exeternh.gov>

Replace Yield Sign at Park/Warren Ave. near 27

Russ Dean <rdean@exeternh.gov>

Mon, Jun 27, 2016 at 10:27 AM

To: Enna Grazier <enna@grazierphotography.com>

Cc: Sheri Riffle <sriffle@exeternh.gov>, William Shupe <wshupe@exeternh.gov>, mmunck@exeternh.gov, Helen Fassil <helen.fassil@gmail.com>

Dear Graziers,

I have passed this along to our departments (Public Works, Police) for a recommendation. Once I get these recommendations we will bring it to the Selectmen for further discussion, likely on July 11th.

Thank you,

Russell Dean
Town Manager
[Quoted text hidden]



Russ Dean <rdean@exeternh.gov>

Replace Yield Sign at Park/Warren Ave. near 27

Enna Grazier <enna@grazierphotography.com>

Mon, Jun 27, 2016 at 3:03 PM

To: Russ Dean <rdean@exeternh.gov>

Cc: Sheri Riffle <sriffle@exeternh.gov>, William Shupe <wshupe@exeternh.gov>, mmunck@exeternh.gov, Helen Fassil <helen.fassil@gmail.com>, Enna & Matt Grazier <matt@grazierphotography.com>

Dear Mr. Dean,

Thank you for your response - this is very encouraging to hear that this issue is being considered. I am hopeful for a solution that will add to the safety and quality of life for everyone who lives near or passes through this intersection.

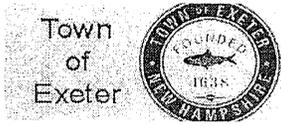
Even better than a stop sign alone, would be a stop sign and a pedestrian crossing sign.

I will not be in town the week of the July 11 meeting but if you need clarification or additional information please do not hesitate to contact me.

Thank you,

Enna Grazier
617-817-0698

[Quoted text hidden]



Russ Dean <rdean@exeternh.gov>

Special Meeting

3 messages

Russ Dean <rdean@exeternh.gov>

Thu, Jun 23, 2016 at 3:42 PM

To: Anne Surman <beautifuljoe@myfairpoint.net>, "Daniel W. Chartrand" <dchartra@rcn.com>, Don Clement <dclement43@comcast.net>, Julie Gilman <juliedgilman@comcast.net>, Nancy Belanger <nbelanger411@gmail.com>, Sheri Riffle <sriffle@exeternh.gov>

All,

Per the Chair, the Board is called for a special meeting Monday to 7 p.m. in the town offices to review wastewater facility financing and the pending SRF application.

The NHDES will need a vote of the Board to apply for financing.

It should be brief.

Thank you,

Russ

Anne Surman <annesurman3@gmail.com>

Fri, Jun 24, 2016 at 9:24 AM

To: Russ Dean <rdean@exeternh.gov>

Cc: "Daniel W. Chartrand" <dchartra@rcn.com>, Don Clement <dclement43@comcast.net>, Julie Gilman <juliedgilman@comcast.net>, Nancy Belanger <nbelanger411@gmail.com>, Sheri Riffle <sriffle@exeternh.gov>

I cannot attend this meeting. I have a prior commitment.

The chair should ask the members for their availability when requesting a special meeting. I want to be a part of this vote. My only free night next week is Tuesday.

Thank you.

Anne

On Thursday, June 23, 2016, Russ Dean <rdean@exeternh.gov> wrote:

All,

Per the Chair, the Board is called for a special meeting Monday to 7 p.m. in the town offices to review wastewater facility financing and the pending SRF application.

The NHDES will need a vote of the Board to apply for financing.

It should be brief.

Thank you,

Russ

Nancy Belanger <nbelanger411@gmail.com>

Fri, Jun 24, 2016 at 11:33 AM

To: Russ Dean <rdean@exeternh.gov>

Thanks!

Nancy Vincent Belanger

On Jun 23, 2016 3:42 PM, "Russ Dean" <rdean@exeternh.gov> wrote:

All,

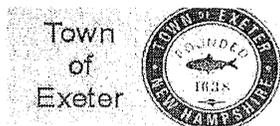
Per the Chair, the Board is called for a special meeting Monday to 7 p.m. in the town offices to review wastewater facility financing and the pending SRF application.

The NHDES will need a vote of the Board to apply for financing.

It should be brief.

Thank you,

Russ



Russ Dean <rdean@exeternh.gov>

RSA 91-a Decorative Lighting Request

Brian Griset <grisetandsons@comcast.net>
To: Russ Dean <rdean@exeternh.gov>
Cc: Exeter Selectmen <selectmen@exeternh.gov>

Mon, Jun 27, 2016 at 11:35 AM

Russ,

In light of the fact that your below response is beyond the five day requirement which ended at 5:01 PM last Friday I wish to update my right to know request.

Please include all additional communications, emails, documents and financial transaction ledger records pertaining to the decision to add decorative lighting downtown and how it is being paid for. Please insure it includes everything between March 31st up to today's date. This should include all communications between the Board, it's members, the Town Manager, DPW and the Financial department.

As this updated request only extends my prior request by nine days it should therefore not pose a problem for you.

Please inform me when the information is available for viewing.

Brian Griset

On 6/27/2016 10:14 AM, Russ Dean wrote:

Brian we are gathering what we have on the light and should have it ready tomorrow.

I will let you know.

Russ

On Wed, Jun 22, 2016 at 9:15 PM, Brian Griset <grisetandsons@comcast.net> wrote:
Russ,

In response to your email I will make two points.

Your email of June 21, 2016 is non-specific regarding whether "all" documents are "available" for my inspection. My multiple requests going back to May 23rd request "all". This appears to be an issue as I did go to your office today and reviewed the file folder of correspondence you left with Sheri. I believe earlier documents relating to the "error" which is the foundation of the Riverwoods abatement(s) are missing.

Please either confirm or deny whether you have complied in full with my request.

Your specificity in stating your email was in response to my email request of June 18th ignores the fact that two previous verbal requests, fully documented, were made to the Town in your presence. Are you implying that you did not act on them because they were verbal?

I will reiterate once again, the NH Supreme Court has ruled that RSA 91-a requests do not have to be in writing, despite the form you implemented in Exeter, and that verbal requests are just as legally binding upon the government entity as those submitted in writing.

I point this out as you have finally, in part, responded to this specific request but have not to my request of June 6th regarding the decorative lighting downtown.

I await your update.

Brian Griset

On 6/21/2016 4:19 PM, Russ Dean wrote:

Brian,

Pursuant to your email of June 18th, which was forwarded to me on June 20th by Selectboard Clerk Belanger.

There is a folder here at the office, which contains documents regarding the Riverwoods abatement. You are welcome to inspect them as they will be available tomorrow, Wednesday, June 22nd at 8:00 a.m..

Thank you,

Russ

<https://www.surveymonkey.com/r/2HCML7J>

Please spread the word.

Hope you all have a wonderful holiday weekend and please do not hesitate to contact me if you have any questions.

--

Kathleen Croteau, Administrative Assistant
Town of Exeter
Planning & Building Departments
(603) 773-6112



Water Sewer Expenditure Rpt May 2016.pdf

64K



WS Fund Balance Draft 05.31.16.pdf

395K

Assistant Town Engineer
Public Works Department
13 Newfields Road
Exeter, NH 03833
(603) 418-6431
jmates@exeternh.gov

Like us on Facebook!



String Bridge-Dam work zone.pdf
468K

Nancy Belanger <nbelanger@exeternh.gov>

Wed, Jul 6, 2016 at 10:55 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

For packet!

[Quoted text hidden]



String Bridge-Dam work zone.pdf
468K

can learn how to attract more people and prosperity to your community.

On **Friday, July 8th**, come to the **Complete Streets Multi-modal Event** at the Discover Portsmouth Center located at 10 Middle St. in Portsmouth. As an elected official or interested citizen from the Rockingham Planning Commission area you are invited to learn about Complete Streets and experience several Complete Streets examples as part of this event. We'll gather at 9:00 am to give a presentation and answer questions. Then you can choose how you want to see examples of Complete Streets by either taking a short bus trip or by taking a bike ride. After the tour we get back together to discuss what we've seen, answer additional questions, and help the inspired take next steps. We will be serving light refreshments.

9:00 - 10:00 - Introductions & Complete Streets Overview

10:00 - 11:20 - Bus/Walk Tour or Bicycle Tour of Complete Streets

11:20 - 12:00 - Compare notes, answer questions, next steps.

How you manage the public right-of-ways in your town has a direct bearing on how attractive your community is to businesses, new and existing residents and tourists. How fully can your residents who don't have a drivers license participate in your community? Are your young and seniors dependent on other drivers for access to your downtown or can they access it safely and independently? Come Friday morning to learn what other communities are doing locally and nationally to allow people of all ages and abilities to contribute to and share in their communities and why it increases prosperity for all.

Brought to you by Bike-Walk Alliance of NH, Transport NH, HEAL-NH with added expertise from Rockingham Planning Commission and the City of Portsmouth.

Multi-modal Event

Friday, July 8th, 2016, 9:00 am to 12:00 noon

Discover Portsmouth Center

10 Middle St, Portsmouth, NH 03801



Copyright © 2016 Bike-Walk Alliance of NH. All rights reserved.

The Bike-Walk Alliance of NH works to improve conditions for walking and bicycling across New Hampshire.

Our mailing address is:

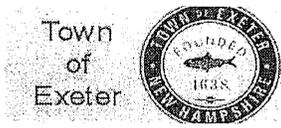
Bike-Walk Alliance of NH
2 Whitney Road, Suite 11
Concord, NH 03301

Add us to your address book

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You can [update your preferences](#) or [unsubscribe from this list](#)





Russ Dean <rdean@exeternh.gov>

Fwd: 91-A Decorative Lighting Downtown Issues

Nancy Belanger <nbelanger@exeternh.gov>

Wed, Jul 6, 2016 at 10:54 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>, Dan Chartrand <dchartra@rcn.com>, Julie Gilman <juliedgilman@comcast.net>

For packet!

----- Forwarded message -----

From: "Brian Griset" <grisetandsons@comcast.net>

Date: Jun 30, 2016 11:15 PM

Subject: 91-A Decorative Lighting Downtown Issues

To: "Exeter Selectmen" <selectmen@exeternh.gov>

Cc: "Russ Dean" <rdean@town.exeter.nh.us>

Exeter Board of Selectmen,

This communication is related singularly to my 91-A requests regarding the installation of a new decorative light post in front of the Exeter Town Hall.

I wish to inform you of the results of my viewing the documents today as compiled by the Town Manager.

The response by the Town was both incomplete, again violating 91-A , and troubling.

The Town Managers packet included 45 pieces, some double sided, many just diagrams of the light post design.

No documents prior to April 13, 2016 were in the file, including documentation of the decision, and by whom, to authorize the purchase of the decorative lighting. Please note, I requested ALL documents related to this project.

Finance Department documents were missing including the ledger transactions. I spoke with Ms. Ravell who stated she was "unaware that I wanted them". She agreed to forward them to Russ for my viewing. Please note, I requested ALL documents related to this project.

There were two separate Purchase orders in the file for this lighting. The first with no date but a "Job No. 5/12/16" signed by Jennifer Perry in the amount of \$9,161.50. It states funding is from account "GF- Downtown Sidewalks Construction". This is contrary to Mr. Dean's statement of June 20, 2016 and Mr. Chartrand's statement of the same meeting. It is also against State Finance Law.

The second Purchase Order has the same "Job No." but someone has added a retroactive date of 5/19/2016. This order now charges the "PW- Electricity- Street Lights" account. A four email chain beginning the night of June 20th thru the 21st between Mr. Dean and Doreen Ravell was the impetus for the creation of this second illegal Purchase Order. A utility account cannot be used for infrastructure/capital improvements.

What I find interesting is that despite my questioning the funding source beginning back on June 6, 2016, according to the file Mr. Dean presented, he did not question or instruct Ms. Ravell on the appropriate debit account until after my formal in writing requests and Mr. Clement's questioning the funding at the June 20th meeting.

Furthermore, I asked a specific series of questions on this issue and the Select Board has failed to respond to a single question or a single request.

Finally, it has now been stated in public that the cost of the light is \$9,161.50. That is misleading to the public. The file also contained an additional bill from Bell & Flynn of \$1,500.00 for installing the lamp base and emails document additional costs for relocating what was the existing light and also the cost of bringing electricity to the decorative light from the Town Hall.

We already have over \$10,661.50 committed whose total will probably rise to over to \$15,000 for this unauthorized expenditure.

From the Select Board I request the following:

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager *RSD*
RE: Right To Know Requests
DATE: July 8, 2016

It is my understanding since the right to know requests were made regarding the Riverwoods tax issue, and the downtown light issue, (both referred to in this week's correspondence), that various records have been pulled together as requested by Brian Griset and these records have been subsequently provided in a folder to be inspected. In one instance the request was modified so this was taken into consideration in following up on the request.

There are a number of records that were ascertained for each request that were given to Mr. Griset to review, and I understand several were either photographed or copied. If Mr. Griset wishes to further clarify his request to the Board we will follow up again.



Town Manager's Office

JUL 8 2016

Received

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

July 5, 2016

Russ Dean
Town Manager
10 Front St.
Exeter, NH 03833

SOUTHERN DISTRICT YMCA
ADMINISTRATIVE OFFICE
56 Linden Street
Exeter, NH 03833
sdymca.org

EXETER AREA YMCA
56 Linden Street
Exeter, NH 03833
ExeterYMCA.org

Dear Russ:

I read the "Town of Exeter Space Needs and Building Assessments Exeter, NH" report dated December 16, 2015 and had a question on the following paragraph (page-19):

YMCA CAMP LINCOLN
67 Ball Road | P.O. Box 729
Kingston, NH 03848
YMCACampLincoln.org

"The department conducts many of their programs in the local school gymnasiums. They are subject to the school calendar and availability of space is dependent on school functions which always take priority. The relationship appears to work now and will most likely continue into the future based on the current success of the recreation programs."

YMCA SCHOOL AGE CHILD CARE
56 Linden Street, Annex
Exeter, NH 03833
sdymca.org

Based on this statement, I am unsure why a 10,000 square foot \$2.5 million gym is needed (\$250/sq/ft indicated in report). Mike alluded to space needed during the nine-week camp season and a covered pavilion might provide a far more affordable option.

CONTACT US
P 603 642 3361
F 603 642 4340
E info@sdymca.org

The report then mentions on page 20:

"The Town has recently seen the construction of a 33,000 SF YMCA building. This building contains a gymnasium, locker rooms, community room, teen room, wellness center, fitness studios, indoor track and administrative spaces. The organization is membership based and appeals to a certain demographic. The opinion at this time is the services are complimentary to Parks and Recreation and the plan is to develop a synergistic working relationship between the organizations."

Could you clarify the following three statements from this paragraph?

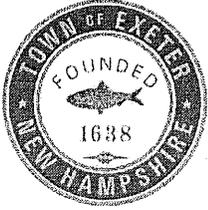
1. "The organization is membership based and appeals to a certain demographic." Can you please clarify who is this stated demographic that the YMCA appeals to?
2. "The opinion at this time.....", whose opinion is being referenced?
3. ".....and the plan is to develop a synergistic working relationship between the organizations." What does this look like?

Thanks for all you do to make Exeter a great place to live and work.

Sincerely,

Rob Roy McGregor
President/CEO
SOUTHERN DISTRICT YMCA

Cc: Mike Favreau



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

PUBLIC NOTICE EXETER CONSERVATION COMMISSION

The Exeter Conservation Commission will meet in the Nowak Room of the Town Office Building, Exeter on **Tuesday, July 12th, 2016 at 7:00 P.M.**

Call to Order:

1. Introduction of Members Present
2. Public Comment

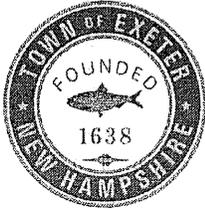
Action Items

1. Research/ Training Needs Discussion for UNH Coop Extension's NH Citizen Planner (Madeleine R DiIonno)
2. 2017 Budget Planning
3. Member/Alternate Preferred Focus Areas and Annual Calendar Planning
4. Committee Reports
 - a. Property Management
 - i. Henderson Swasey Timber Harvest
 - ii. Parks and Rec Teen Camp Community Service Project
 - iii. Raynes Farm Work Session Update
 - b. Trails
 - c. Outreach
 - i. Exeter River Restoration – River Clean Up
 - ii. Raynes Farm Fall Festival
5. Approval of Minutes: May 10th, 2016
6. Correspondence
7. Other Business
8. Next Meeting: Date (8/9/16), Submission Deadline (7/29/16)

Carlos Guindon, Chair

Exeter Conservation Commission

July 8th, 2016 Exeter Town Office, Exeter Public Library, and Town Departments.



TOWN OF EXETER, NEW HAMPSHIRE

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LEGAL NOTICE EXETER PLANNING BOARD AGENDA

The Exeter Planning Board will meet on Thursday, July 14, 2016 at 7:00 P.M. in the Nowak Room of the Exeter Town Office Building, 10 Front Street, Exeter, to consider the following:

NEW BUSINESS: PUBLIC HEARINGS

The application of Northeast Distribution Ltd. For a non-residential site plan review for the proposed construction of a 14,354 square foot addition to the existing facility and associated site improvements. The subject property is located at 11 Commerce Way, in the I-Industrial zoning district. Tax Map Parcel #48-2. Case #21606.

The application of San Juan Realty Trust of NH for a lot line adjustment between properties located at 204 High Street (Tax Map Parcel #70-101), 3 Holland Way (Tax Map Parcel #70-102) and the property on the corner of High Street and Holland Way (Tax Map Parcel #69-39). The subject properties are located in the PP-Professional Technology Park zoning district. Case #21607.

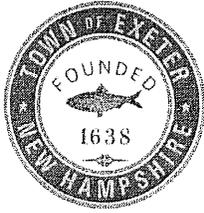
The application of Paul Deranian for a minor subdivision of an existing 1.48-acre parcel into two residential lots. The subject property is currently developed with two residential dwellings and is located at 78 Linden Street (Units C & D), in the R-2, Single Family Residential zoning district. Tax Map Parcel #95-53-01 (Units 1 & 2). Case #21608.

OTHER BUSINESS

- Continued work session on proposed amendments to Site Plan and Subdivision Regulations
- Approval of Minutes: June 23, 2016

EXETER PLANNING BOARD

Kelly Bergeron, Chairwoman



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

LEGAL NOTICE EXETER ZONING BOARD OF ADJUSTMENT AGENDA

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

NEW BUSINESS:

The application of 31 Portsmouth Avenue LLC for a variance from Article 6, Section 6.7.1 to allow a 'drive-in' commercial use to occupy a portion of an existing building which is located within 300 feet of a residential district. The subject property is located at 31 Portsmouth Avenue, in the C-1, Central Area Commercial zoning district. Tax Map Parcel # 65-176. Case #1510.

OTHER BUSINESS:

- Felder Kuehl Properties, LLC – Case #1450
85 Epping Road, Tax Map Parcel #55-75
Request for one-year extension of special exception approval (*expires 8/20/16*)
- Report/follow-up on “All Boards” meeting
- Approval of Minutes: May 17, 2016

EXETER ZONING BOARD OF ADJUSTMENT

Laura Davies, Chairwoman



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

PUBLIC NOTICE EXETER HISTORIC DISTRICT COMMISSION AGENDA

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

NEW BUSINESS: PUBLIC HEARINGS

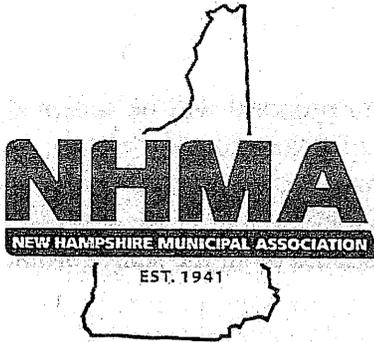
Continued public hearing on the application of Mary Jane Solomon (on behalf of Seacoast Artist Association Gallery) for new signage at 130 Water Street (Unit 1A). The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #72-224-3/4. Case #16-06

OTHER BUSINESS

- Board Work Session – 2016 Proposed HDC Guidelines Update
- Approval of Minutes: April 21, May 19 and June 16, 2016
- New member packets
- Election of Officers

EXETER HISTORIC DISTRICT COMMISSION

Patrick Gordon, Chairman



Memorandum

TO: All NHMA Members

FROM: Judy Silva, Executive Director
Cordell A. Johnston, Government Affairs Counsel

DATE: June 20, 2016

RE: 2017-2018 Legislative Policy Process *Important Dates!*

FLOOR POLICIES DUE: August 12 ♦ **POLICY CONFERENCE: September 23**

The NHMA legislative policy process is moving forward! Enclosed with this memo is a copy of the policy recommendations made by NHMA's three policy committees. This document will also be posted on NHMA's website, www.nhmunicipal.org.

The policy recommendations are listed by committee: (1) General Administration and Governance; (2) Finance and Revenue; and (3) Infrastructure, Development, and Land Use. Each committee's recommendations are listed in order of priority, as "action," "priority," or "standing" policy recommendations. Also enclosed is a list of NHMA's Legislative Principles, which will be considered for re-adoption at the Legislative Policy Conference, along with the recommended policies.

We urge each municipality's governing body, prior to the Legislative Policy Conference, to vote a position on the recommendations and floor proposals (see reverse) to provide direction to your voting delegate at the Conference. Otherwise, your delegate is free to cast your municipality's vote as he or she chooses. For more information about the legislative policy process and the Policy Conference, please see the enclosed Questions and Answers document.

Town Manager's Office

JUN 21 2016

Received

Floor Proposals

The deadline for submitting floor proposals is **Friday, August 12**. A floor proposal will be accepted only if it is *approved by a majority vote of the governing body* (Board of Selectmen, Aldermen, or Council) of the town or city submitting the proposal, is submitted in writing, and is received **no later than August 12**. We will mail all floor proposals to each municipality so there will be an opportunity to take a position on them before the Policy Conference. Floor proposals should be in the same format as proposals submitted to the policy committees.

A Floor Policy Proposal form has been included for your convenience, or you may find it on the NHMA website. (Go to www.nhmunicipal.org, click on "Advocacy," then "Policy-Setting Process," then "Download 2017-2018 Floor Policy Proposal Form.") To submit a floor proposal, please send it to NHMA, 25 Triangle Park Drive, Concord, NH 03301, fax it to 224-5406, or e-mail it to governmentaffairs@nhmunicipal.org.

Legislative Policy Conference

The 2017-2018 Legislative Policy Conference is scheduled for **Friday, September 23, 2016, at 9:00 a.m. at NHMA's office, 25 Triangle Park Drive in Concord**. We will include with the floor proposal mailing a card for each town or city to return indicating who has been appointed as the municipality's voting delegate.

Please call the Government Affairs Department at 800-852-3358, ext. 3408, if you have any questions.

2017-2018

2017-2018

New Hampshire Municipal Association 2017-2018 Legislative Policy Process

Final Policy Recommendations

General Administration and Governance

Action Policy Recommendations

1. Funding for the Police Standards and Training Council

To see if NHMA will **SUPPORT** the continued operation of the NH Police Academy and the high quality uniform training it provides for all law enforcement officers in the state, including municipal police officers, which aids in the delivery of quality policing services and interagency cooperation to the benefit of all citizens.

- a) To see if NHMA will **SUPPORT** the continued existence of the Police Standards and Training Council (PSTC), the compliance functions it performs, and its oversight of the operations of the NH Police Academy.
- b) To see if NHMA will **SUPPORT** continued funding at the state level for the Police Academy and the PSTC. Local law enforcement agencies produce considerable funds through fines and penalty assessment monies which accrue to the State and are used for State purposes. To see if NHMA will **OPPOSE** any increase in municipal costs for police officers to participate in the training, recognizing that municipalities now pay salary, benefits, and all employment-related costs for trainees while at the Academy, as well as provide staff and instructors at no cost to the Academy.
- c) To see if NHMA will **SUPPORT** the continued use of penalty assessment funds to support the PSTC and **OPPOSE** transferring the penalty assessment funds from PSTC to the general fund.
- d) To see if NHMA will **SUPPORT** separating PSTC operational expenses from capital expenses, and the funding of capital expenses through the State Capital Budget process.
- e) To see if NHMA will **SUPPORT** the development of a sustainable, predictable, and stable plan for funding the PSTC and the Academy at the State level which is sufficient to meet the funding needs and efficient in administration. To see if NHMA will **SUPPORT** funding to supplement the penalty assessment revenues from sources such as an insurance surcharge, an additional fee for accident reports, an increase in the state motor vehicle registration fee, provided such revenues are dedicated to the PSTC.
- f) To see if NHMA will **SUPPORT** working with the PSTC and the legislature to explore other funding sources to supplement revenues to ensure the future viability of the PSTC.

2. Consultation with Counsel Expansion Under RSA 91-A

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. Building Plans Under RSA Chapter 91-A

To see if NHMA will SUPPORT an amendment to RSA 91-A:5, IV to specifically add building plans/construction drawings contained within a building permit file and/or building plans/construction drawings submitted as part of a building permit application as an exempt record under the statute.

Priority Policy Recommendations

4. EMS Licensing Rules

To see if NHMA will SUPPORT changes to statute or administrative rules as they apply to licensing of providers of emergency medical services, requiring directors of licensed units to report to the Commissioner of Safety the status of licensed providers within their unit who are suspended or terminated for any reason, including any and all incidents which would be cause for revocation of a provider license as detailed in the administrative rules.

5. Electronic Poll Books

To see if NHMA will SUPPORT legislation that would enable the use of electronic poll-books for municipalities with funding coming from the HAVA funds made available to the NH Secretary of State by the United States Election Assistance Commission specifically for the purpose of improvement to the administration of federal elections in the State, as well as support legislative changes to statutes to make the use permissible under State laws.

6. Municipal Welfare Fraud Penalties

To see if NHMA will SUPPORT amending the local welfare statutes so that the so-called “welfare fraud” statutes (RSA 167:17-a through 17-c, currently applicable only to offenses against state assistance programs) will also apply to the same types of fraud offenses when committed against a municipal assistance program operated under RSA chapter 165.

7. Right to Know Costs and Specificity Required

To see if NHMA will SUPPORT amendments to RSA chapter 91-A allowing municipalities to recover the taxpayer costs of retrieving, reviewing and reproducing documents, including electronic documents, and clarifying the level of specificity required when requesting public records.

8. Official Ballot Budget Postings

To see if NHMA will SUPPORT the amending of RSA 40:13 to provide for the posting of a warrant and proposed budget for the first session of the annual town meeting (deliberative session) and a final warrant and proposed budget for the second session of the annual meeting (voting day); the final warrant and proposed budget to reflect any amendments or changes approved by the first session and to be posted as required within 14 days of the close of the first session of the annual meeting

9. 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.

10. Municipal Departments and MV Information

To see if NHMA will SUPPORT legislation to make it clear that municipalities may obtain information about motor vehicles registered to an individual for all governmental purposes such as verifying asset levels when the individual is applying for general assistance or asset-based tax relief and in order to determine the ownership of vehicles for official purposes.

Standing Policy Recommendations

11. Manner of Selecting Clerk in Charter Towns

To see if NHMA will support legislation allowing towns that have adopted a charter under RSA chapter 49-D to determine how the town will choose its town clerk.

12. Sewer and Storm Ordinance Violations

To see if NHMA will SUPPORT legislation which would allow municipalities to recover costs for sewer and storm water ordinance violation enforcement, to include legal expenses, investigative costs, and mitigation expenses.

13. Preservation of Municipal Immunity

To see if NHMA will OPPOSE legislation that weakens, reduces, or diminishes the immunity of municipal, school, or county governments for damages and claims resulting from recreation facilities and activities, operation of equipment and motor vehicles, maintenance of highways and sidewalks, acts committed by employees with firearms, or any other activities related to government operations where limited liability already exists.

14. Welfare Lien Priority

To see if NHMA will SUPPORT legislation to give liens for local welfare payments arising under RSA 165:28 a higher priority position, so that those liens fall immediately after the lien for the first mortgage.

15. 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.

16. 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.

17. 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.

18. 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.

19. Contracted Services and Bargaining

To see if NHMA will **SUPPORT** legislation to give public employers greater flexibility to privatize or use contracted services.

20. Maintenance and Policing of State-Owned Property

To see if NHMA will **SUPPORT** legislation to enable municipalities to recover the expenses of policing state-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.

21. 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.

22. 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.

23. 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.

24. Warrant Article Language; Adoption by Reference

To see if NHMA will **SUPPORT** legislation to amend RSA chapter 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.

25. Perambulation

To see if NHMA will **SUPPORT** legislation to eliminate the RSA 51:2 requirement to perambulate town boundaries every 7 years.

26. Limitation on RSA 41:14-a Review

To see if NHMA will SUPPORT amending RSA 41:14-a to exclude the requirement for planning board and conservation commission review and recommendations for the acquisition or sale of liens, tax deeds, cemetery deeds, releases or specific conveyances that are authorized by a town meeting vote.

27. Independent Redistricting Commission

To see if NHMA will SUPPORT the establishment of an independent redistricting commission for the appointment of representative, senatorial, executive council, and congressional districts.

Finance and Revenue

Action Policy Recommendations

1. Collection of Delinquent Taxes on Manufactured Housing

To see if NHMA will SUPPORT legislation to create a study commission to address municipal concerns regarding delinquent property taxes and/or municipal utility fees on manufactured housing on land of another. Such commission to include appropriate interested stakeholders.

2. Use of RSA 83-F Utility Values

To see if NHMA will SUPPORT changing RSA 83-F to prevent any determination of utility value by the Department of Revenue Administration from being used in any way by the utility taxpayer in any application for abatement of tax under RSA 76:16 or any appeal thereof under RSA 76:16-a or RSA 76:17.

3. Current Use Assessment

To see if NHMA will SUPPORT legislation authorizing the Current Use Board to establish assessment ranges that are 20% higher than other categories for those properties that do not comply with the documentation and filing requirements requested by municipalities in accordance with ASB assessment review guidelines.

Priority Policy Recommendations

4. Tax Exemptions for Charitable Organizations

To see if NHMA will SUPPORT creating a commission to study reimbursement through PILOTs for municipal services provided to exempt charitable properties, including charitable non-profit housing project under RSA 72:23-k.

5. Meals and Rooms Tax Distribution

To see if NHMA will SUPPORT annual funding of the meals and rooms tax distribution to municipalities in accordance with catch-up provision provided under RSA 78-A:26.

6. Pollution Control Exemption

To see if NHMA will SUPPORT repeal of the so-called "pollution control exemption" (RSA 72:12-a) or amendment of the statute to impose a term limitation on any exemption granted.

7. Income Approach on Appeal

To see if NHMA will SUPPORT legislation that prohibits the use of the income approach when used by a taxpayer in any appeal of value if the taxpayer, after request by the municipality, has not submitted the requested information.

8. Clarification of Elderly Exemption

To see if NHMA will SUPPORT changes in RSA 72:39-a, 72:29, and 72:39-b to define "household income" for elderly exemption qualification consistent with the definition of "household income" used by the state in qualifying residents for the Low & Moderate Income Homeowners Property Tax Relief Program under RSA 198:56-57 and Rev 1200.

9. 10% Limitations

To see if NHMA will SUPPORT amending RSA 32:18 to limit town meeting and/or SB 2 deliberative sessions from increasing or decreasing the total amount appropriated by no more than 10 percent of the budget committee's recommended budget.

10. Prorating Disabled, Deaf and Blind Exemptions

To see if NHMA will SUPPORT legislation prorating the disabled, deaf and blind exemptions under RSA 72:37, 37-b, and 38-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.

11. Flood Control Payments

To see if NHMA will SUPPORT legislation to fully fund flood control payments in lieu of taxes to municipalities pursuant to the Merrimack River and Connecticut River interstate flood control compacts regardless of payments from other states.

12. Charitable Definition and Mandated Property Tax Exemptions

To see if NHMA will SUPPORT legislation that expands the definition of "charitable" in RSA 72:23-l, unless the state reimburses municipalities for the loss of revenue, and will SUPPORT creating a method of reimbursement to municipalities for state-owned property.

Standing Policy Recommendations

13. Sale of Tax Deeded Property

To see if NHMA will SUPPORT amending RSA 80:89 to require proof that the municipality sent the required notice of impending tax deed rather than proof that the taxpayer actually received the notice.

14. Local Option Revenue Sources

To see if NHMA will SUPPORT creation of enabling legislation that allows cities and towns to create local revenue sources to meet the unique needs of each community in order to help offset the overreliance on the property tax in order to help defray the cost of municipal services, infrastructure improvements and capital needs.

15. Tax Rate Setting

To see if NHMA will SUPPORT legislation to improve the overall efficiency and timeliness of the tax rate setting process, and will OPPOSE statutory changes to school districts, village districts, trustees of trust funds, utility values or information from other state agencies that may impede or delay the tax rate setting process and/or cause unnecessary borrowing due to late tax rate setting.

16. All Public Real Estate Taxable if Used by Private Occupants

To see if NHMA will SUPPORT legislation to clarify that taxation of a private occupant on public land is required by statute, even if an agreement or lease does not include a tax provision or the specific wording of RSA 72:23, I(b).

17. Recording Fees for Elderly and Disabled Deferrals

To see if NHMA will SUPPORT legislation to recoup recording fees as part of the payment process in RSA 72:38-a, IV for the elderly and disabled deferrals.

18. Downshifting of State Costs and State Revenue

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 will OPPOSE any reductions, deferrals and/or suspensions of state revenue to political subdivisions, such as revenue sharing, meals and rooms tax distribution, highway block grants, environmental state aid grant programs, adequate education grants, catastrophic aid, or any other state revenues.

19. 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 meet 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.

20. 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, NHMA:

- a) **SUPPORTS** legislation that will strengthen the health and solvency of the NHRS, ensure the long term financial sustainability of the retirement system for public employers, and consider options and alternatives that provide reasonable changes in contribution rates;
- b) **OPPOSES** any legislation that: 1) expands benefits that would result in increases to municipal employer costs; 2) assesses additional charges beyond NHRS board approved rate changes on employers; or 3) expands the eligibility of NHRS membership to positions not currently covered;
- c) **SUPPORTS** 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) **SUPPORTS** the inclusion of municipal participation on any legislative study committee or commission formed to research alternative retirement system designs and the performance of a complete financial analysis of any alternative plan proposal in order to determine the full impact on employers and employees.

21. 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 will **SUPPORT** the continuing right of municipalities to use any method of appraisal upheld by the courts.

22. 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.

23. Minimum Vote Required for Bond Issues

To see if NHMA will **OPPOSE** legislation to increase the 60% bond vote requirement for official ballot communities.

Infrastructure, Development, and Land Use

Action Policy Recommendations

1. Site Evaluation Committee and Local Input

To see if NHMA will SUPPORT legislation requiring applicants to the Site Evaluation Committee under RSA 162-H to notify and appear before the governing body of each New Hampshire municipality in which a proposed facility will be located or will have a visual or other impact, and to accept comments from the governing body and the public, and further requiring notification to each municipality of any public hearing on the application and giving each municipality and its residents the right to comment at any public hearing.

2. Municipal Cooperation

To see if NHMA will SUPPORT legislation clarifying that municipalities and other political subdivisions may cooperate to perform together any functions that they may perform individually, including but not limited to providing services, raising revenue, constructing and maintaining infrastructure, and engaging in economic development efforts.

3. Waiver of Bond for Projects Under \$150,000

To see if NHMA will SUPPORT amending RSA 447:16 to allow the governing body, in its discretion, to waive the bonding requirement for a public works contract if the contract involves an expenditure of less than \$150,000.

Priority Policy Recommendations

4. 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.

5. Transportation Funding

To see if NHMA will SUPPORT a state transportation policy that ensures adequate funding for state and municipal highways and other modes of transportation. The policy should include:

- a) Maintenance of the proportionate share of the state highway fund that is distributed to cities and towns under current law.
- b) Increased funding, which may include the state road toll, local option fees, and other revenue sources as necessary.
- c) No further diversion of state highway funds for non-highway purposes.

6. 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 but not limited to solid waste collection and disposal, and the operation of any municipally operated transfer station, in addition to recycling.

7. Clarify Establishing Highways

To see if NHMA will SUPPORT legislation clarifying that the dedication and acceptance method of highway creation requires express acceptance by vote of the legislative body, or the board of selectmen if so delegated.

8. Water Fund

To see if NHMA will SUPPORT (1) the establishment of a water trust fund to ensure adequate annual investment in water infrastructure, and (2) sustainable revenue sources for the water trust fund.

9. Utility Infrastructure

To see if NHMA will SUPPORT legislation clarifying that municipalities may incur debt for the purpose of creating or improving broadband and other utility infrastructure.

10. Complete Streets

To see if NHMA will SUPPORT development of a statewide complete streets policy that considers the interests of the state's municipalities.

11. Increase or Elimination of Net Metering Cap

To see if NHMA will SUPPORT increasing or eliminating the statutory cap on net energy metering and group net energy metering, and SUPPORT legislation to increase the maximum allowable capacity for net-metered renewable energy projects to at least 5 megawatts.

12. Severe Weather Events

To see if NHMA will SUPPORT legislation that enables the state and municipalities to mitigate the effects of extreme weather events, including the promotion of resilient infrastructure and practices, and SUPPORT regional and federal policies that work to limit or reverse the increasing frequency and intensity of such events.

Standing Policy Recommendations

13. Oppose Statewide Zoning Mandates

To see if NHMA will SUPPORT a policy recognizing the legislature's authority to establish statewide priorities in zoning and land use regulation, but opposing legislation that does not allow reasonable local control in implementing those priorities, or that mandates specific criteria that municipalities must follow.

14. 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. It also includes a requirement that the owners of utility poles and conduit do the necessary work for that space to be available.

15. Regional Water Quality

To see if NHMA will **SUPPORT** legislation to encourage the State of New Hampshire and its political subdivisions to work cooperatively on a watershed or regional basis in addition to dealing with all water quality issues as individual communities.

16. Conservation Investment

To see if NHMA will **SUPPORT** permanent funding for the Land and Community Heritage Investment Program and **OPPOSE** any diversion of such funds to other uses.

17. Environmental Regulation and Preemption

To see if NHMA will **SUPPORT** legislation that (a) recognizes municipal authority over land use and environmental matters, (b) limits the establishment of comprehensive statutory schemes that supersede local 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.

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 manage growth and development and retain existing tracts of undeveloped open space.

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; and **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.

21. Current Use

To see if NHMA will **SUPPORT** 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.



New Hampshire Municipal Association
2017-2018 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) _____ Date _____

City or Town _____ Title of Person Submitting Policy _____

Floor Policy Proposal approved by vote of the governing body on (date) _____

To see if NHMA will SUPPORT/OPPOSE:

Municipal interest to be accomplished by proposal:

Explanation:

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Fax to 224-5406; mail to 25 Triangle Park Drive, Concord, NH 03301; or email to governmentaffairs@nhmunicipal.org. **Must be received by August 12, 2016.**

2017-2018 NHMA Legislative Policy Process Questions & Answers

1. What is the purpose of establishing NHMA legislative policy? The New Hampshire Municipal Association (NHMA) is the voice of New Hampshire's cities and towns before the state legislature and state agencies. Adoption of legislative policy allows your municipal voice to be heard through the actions of your organization – NHMA. By adopting legislative policy, local officials can tell elected representatives what they feel are the major concerns of cities and towns.

The NHMA Board of Directors oversees NHMA's advocacy activities. Legislative policy positions direct the board and NHMA staff in representing municipalities before the legislature and state agencies.

2. How are legislative policy recommendations prepared? In the spring of each even-numbered year, NHMA forms legislative policy committees addressing different aspects of municipal government. The three committees this year are:

1. Finance and Revenue;
2. General Administration and Governance; and
3. Infrastructure, Development, and Land Use.

These three policy committees consider issues and problems derived from their own experience as local officials, issues sent in by other members or brought to them by staff, past policy positions, and issues resulting from the most recent legislative session. Each committee holds several meetings during the spring and develops policy recommendations to be voted on by member municipalities at the Legislative Policy Conference.

3. Who votes on adoption, amendment, or rejection of these recommendations, and when? On Friday, September 23, 2016, at 9:00 a.m., the 2017-2018 NHMA Legislative Policy Conference will be held at NHMA offices (25 Triangle Park Drive) in Concord. *Each member municipality will be asked to appoint a voting delegate to cast its vote at this conference.* Each member municipality, regardless of size, has one vote on all policy matters.

In the absence of any other designation by the Board of Selectmen, Aldermen, or Council, a voting delegate card will be issued at the door (in order of priority determined by the NHMA Municipal Officials Directory) to:

Mayor/Chair of Board of Selectmen/Council Chair

OR

Mayor Pro Tem/Vice or Assistant Mayor/Council Vice Chair

OR

Selectman/Alderman/Councilor

OR

City or Town Manager/Administrative Assistant

4. Will other policy proposals be voted on at the conference? Yes, municipalities will have the opportunity to submit floor policy proposals for consideration at the conference. Each floor policy proposal must be approved by the governing body of the municipality submitting it, but the

proposals will not be reviewed or recommended by NHMA's legislative policy committees. Floor policy proposals will be voted on separately at the conference.

5. How does our voting delegate determine a position on these recommendations? We urge each municipality's governing body to discuss the recommendations in advance of the Legislative Policy Conference and vote to take a position on each one, in order to give direction to the voting delegate. Otherwise, your voting delegate is free to cast your municipality's vote as he or she desires. *You do not need to notify NHMA of your positions on the policy recommendations; just provide that information to your voting delegate.*

6. How are the policy recommendations presented and voted on at the Legislative Policy Conference? The chair of the board of directors, as the presiding officer of the Legislative Policy Conference, introduces the entire set of recommendations of each policy committee, one committee at a time, as a slate. The chair and vice chair of each committee will be available to address questions. Any voting delegate may ask that a recommendation be set aside to be debated and voted on separately. The remaining recommendations are voted upon as a slate. When the slate from each policy committee has been voted, the voting delegates will then return to those items set aside for separate debate and vote. It is at this time that individual items can be killed, amended, passed over, laid on the table, etc. Votes are by a display of special voting delegate cards.

7. Are policies adopted by a simple majority vote? No. NHMA's by-laws require a two-thirds affirmative vote of those members present and voting for approval of any NHMA legislative policy.

8. Why is the Legislative Policy Conference separate from the November annual meeting? The Legislative Policy Conference must be held before the annual conference in order to meet the legislative deadlines for the filing of new bills. The staff needs time after adoption of policies to draft bills and secure sponsors.

9. How will I know what policies are adopted if I don't go to the Legislative Policy Conference? The final 2017-2018 NHMA Legislative Policies will be printed as a supplement in the November/December 2016 issue of *Town & City* magazine. We will also post them on NHMA's web site at www.nhmunicipal.org.

10. What happens if an issue that is not covered by any of these policies comes before the legislature? The NHMA Board determines the position that the staff will advocate on issues not covered by specific NHMA Legislative Policy. The policy conference also endorses a set of Legislative Principles, which augment the specific legislative policy positions by setting forth general principles that guide staff in their advocacy efforts.