

**Exeter Board of Selectmen Meeting
Monday, February 27th, 2017, 6:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

1. Call Meeting to Order
2. Non Public Session – RSA 91-a 3 II a, c
3. Board Interviews – Conservation Commission
4. Bid Opening – Wastewater Treatment Facility
5. Public Comment
6. Minutes & Proclamations
 - a. Proclamations/Recognitions
7. Approval of Minutes
 - a. Regular Session: February 20th, 2017
8. Appointments
 - a. Rockingham MPO Technical Advisory Committee
9. Discussion/Action Items
 - a. Great Bay Kids Company, re: interest waiver
 - b. Quarterly Financial Report – Finance Department
 - c. Second Reading – Chapter 14 Assigning Street Numbers and Names Ordinance
 - d. Re-establish River Study Committee as River Advisory Committee
 - e. Letter from Rockingham County re: billing changes
10. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Selectmen's Committee Reports
 - e. Correspondence
11. Review Board Calendar
12. Non-Public Session
13. Adjournment

Daniel Chartrand, Chairman
Exeter Selectboard

Posted: 2/24/17 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

2/13 6:50 pm



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Statement of Interest Boards and Committee Membership

Committee Selection: Conservation Commission

New Re-Appointment Regular Alternate

Name: Marie Richey Email: marie89.richey@gmail.com
Address: 7 Bell Ave. Apt C Exeter NH Phone: 484-888-2435

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

I believe being involved locally is more important than ever. I hold a bachelor's degree in Wildlife Biology, which includes management and conservation. For the past 5 years I have been working for White Pine Programs as a field staff and manager. I have completed their 9 month wildlife tracking apprenticeship and obtained a Level III in track and sign through rigorous testing by CyberTracker. I am a current Wilderness First Responder and a licensed Maine Guide. My local knowledge includes but is not limited to: birds, amphibians, mammals, trees, and plants. Without land of my own, the space provided by the town is very special to me. I am science literate, but will need a refresher on local laws and regulations. As an avid rock climber I am a member of the Access Fund, which is a land conservation organization. The dam removal was a very exciting moment of celebration. I have thoroughly enjoyed daily observations of the changing river. Two of my favorite books are Aldo Leopold's A Sand County Almanac, and Robin Kimmerer's Braiding Sweetgrass.

If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

I understand that: 1. this application will be presented to the Exeter Selectboard only for the position specified above and not for subsequent vacancies on the same board; 2. The Town Manager and Selectboard may nominate someone who has not filed a similar application; 3. this application will be available for public inspection.

After submitting this application for appointment to the Town Manager:

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

I certify that I am 18 years of age or older:

Signature: Marie Richey Date: 2/7/2017

Draft Minutes

Exeter Board of Selectman

February 20, 2017

1. Call Meeting to Order

Chairman Dan Chartrand called the meeting to order at 6:50 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Julie Gilman, Selectman Don Clement, Selectwoman and Clerk Nancy Belanger and Selectwoman Anne Surman. Town Manager Russell Dean was also present.

2. Public Comment

There were no public comments.

3. Minutes and Proclamations

There were no proclamations.

4. Approval of Minutes

December 19th: Selectwoman Gilman said that throughout the minutes when a motion fails it should be recorded who voted nay. There was a typo under section 7, "the citizen totally represented this way because they can speak and gave then" this should read "have a notion". Selectman Clement, said under minutes and proclamations there was a typo where Selectwoman Surman corrected a sentence, the same sentence was mentioned in the correction. Selectman Clement said on the bottom of the page at the warrant articles, "he feels this way because it is a disservice to the voters and not know where the dollars are being allocated and requested numbers" The phrase "Be able to' needs to be added before requested numbers. Under the discussion for the additional fire fighter, there is a sentence that wasn't worded well.

MOTION: Selectwoman Gilman moved to approve December 19th as amended including a listing under each motion of who voted in the negative, Selectwoman Belanger seconded. The motion passed unanimously.

January 30, 2017: Selectman Clement bottom of page under the Sea Rise project update, the third to the last sentence, "Selectman Clement knew that she was trying" instead of she it should say Julie LaBranche. Going to the next page, about 8 sentences down "it was explained that it wouldn't be removed, it wouldn't allow more water to go through", this is about the culverts and he believes it should state, "it was explained that the culverts would not allow more water to go through, since they are already at capacity". About 4 sentences below that, it states "Julie explained" this should specify Julie LaBranche to not confuse with Selectwoman Gilman. Under review board calendar, "town manager submitted self-evaluation, he would like to set aside 6-7" this should state "the chair would like to set aside 6-7PM".

MOTION: Selectman Clement moved to accept the January 30 minutes as amended. Selectwoman Surman seconded. The motion passed unanimously.

5. APPOINTMENTS

There were none.

7. Discussion Action/Items

a. Voting Equipment for Town Election

Mr. Dean said prior to the last meeting he was contacted by Dana Trahan and Jean Shiner about modifying voting equipment like what was just done for the presidential election. It would be change in the voting process for blind residents. Ms. Shiner and Ms. Trahan provided an idea for fund raising for the equipment that is needed. Jean Shiner appeared before the Board to explain that voting is difficult for people who are blind. She often must have someone enter the booth with her to help her. The town was part of a program for the federal and state elections. This does not include local elections, and she is part of an organization that would like Exeter be a pilot program for local elections. She is requesting that the Board grant them a place to store the equipment, and be the conduit to accept the check to purchase the equipment.

Dana Trahan appeared before the Board to discuss that at least one town election there was one accessible booth available, it was fantastic that the town embraced this when it wasn't mandated. She is just hoping they can work again to have accessible voting in town for all who are visually impaired. Ms. Trahan had the impression after meeting with the Town Clerk, that the Clerk was supportive of the ability to do this it was just a question of funding. Ms. Shiner also mentioned they are following the equipment the secretary of States office recommends. Selectman Chartrand also said the postponement of the meeting meant the town clerk could not attend tonight's meeting. Mr. Dean explained that the ballot has been printed already, the question is getting it keyed into this system and making it acceptable. They would make every effort to do this, at a minimum this is typing in all the ballots. There is also a learning process for the town clerk. Selectwoman Gilman asked about storage, as they are usually in a protected place. Mr. Dean said it depends on the size of the equipment, since this doesn't seem to imposing, at first he may keep it here in IT or the town clerk's office. The Board was in favor of this proposal and having the town fund the equipment. Selectman Chartrand stated that voting being available for all citizens is a fundamental right and needs to be available for all.

MOTION: Selectman Clement moved the Board of Selectman authorize the town manager and town clerk to expand the necessary monies to purchase the hardware for the one for all voting system, Selectman Belanger seconded. The motion passed unanimously.

b. E911 Committee – Numbering Ordinance First Reading

Dave Sharples appeared before the Board, he is the chair of this committee. They were getting a lot of information because the state does a E911 mapping of all the towns, and they just finished Exeter. The state has not issued the review yet but there are some street name and numbering issues that will need to be addressed. The committee drafted a new chapter 14 which was in the memo sent. Selectman Chartrand said he understands that they need to read chapter 14 tonight, and this is an introduction to where they want to go with this. Selectman Clement said this is going to replace the existing chapter 14. It is important because it takes three readings, and the sooner they can get this done the committee can look at the issues. Selectman Clement said this is important for people's safety and the new ordinance defines a very good procedure and a process that allows the citizens to appeal. Selectman Clement

explained that the Selectman are the governing body on these changes. Mr. Sharples said if multiple streets have the same name, examples are Pine Lane, Pine Avenue, Pine Street you may want to change some of these street names. Selectwoman Gilman asked when the Selectman decide to make a change and it has a public hearing on the changes, there is nothing in here on how to notify residents of these changes. Mr. Sharples explained the E911 committee would talk to the residents and explain things to them and if they fill out the voluntary consent form the Selectman would not hold a public hearing. If just one resident does not fill out this form, they will appear before the Selectman to discuss this. Selectwoman Gilman asked about the same street name in two different towns with the same zip code and if this had been discussed. Mr. Sharples contacted the post office about whether Brentwood could get its own zip code and is waiting to hear back. Selectwoman Surman is supportive of this committee, she had a quick question on removing the police department as the enforcer of this. Was this because it was something they did not want to deal with and was this by choice. Mr. Sharples explained that what was happening was there were multiple players involved in making the decisions, they didn't want it being just one but the police were fine with not dealing with this. Selectwoman Gilman said in the ordinances they talk about putting numbers on their building which is not done right now, and is this something they will enforce. Mr. Sharples said this was discussed and they were considering it. Selectman Chartrand confirmed this chapter could be posted to the town website, and this will be discussed again at the next meeting on February 27th and March 13th.

c. 2017 Household Hazardous Waste Day Application

Mr. Dean explained that every year they apply for these funds through the NH DES. They are the lead community for this program. This is to authorize the application and the intent to contract with the NH DES for the purpose for the hazardous waste collection in the first week of October. Selectman Clement said this is a very successful program and this past year was the most successful yet. Some of the money gets reimbursed through donations. Selectwoman Gilman said they are also adding more communities to this program which is great.

MOTION: Selectwoman Surman moved that the Board of Selectman accept the hazardous waste funds and authorize the town manager to enter into a contract with NH DES an execute any documents relative to the 2017 Household Hazardous Waste Collection, Selectwoman Belanger seconded. The motion passed unanimously.

d. River Study Committee

Mr. Dean explained that they discussed this as the last meeting, and he had made up a sheet and they are working on finalizing the composition of this. In the re-constituted committee, there is an opening for a citizen full member and Water Sewer Advisory Committee member. They are also requesting an alternate member with a term to be established. There is also the name change and the committee charge redrafted. Selectman Chartrand said that a question came up wondering if an alternate member was appropriate for this committee. Mr. Dean said they spoke with town counsel on a previous instance where this came up that unless directed alternates were not allowed. Mr. Ingram said that this doesn't bother him at all, his concern is whether they received his complete rewrite on the charge. He would like to take out the alternate and have a vacant citizen opening. There would be 9 voting and 2 nonvoting members. Selectman Chartrand asked if the board had any questions about the rewritten charge. The Board discussed the charge as it was presented and made edits that adjusted the membership as discussed with the removal of the alternate. Selectman Chartrand would like to get a

clean copy of the charge for the next meeting and Mr. Ingram would not be able to attend. Selectman Chartrand asked if they could disband the current committee and immediately reconstitute it with a new name and new group. Mr. Ingram said if it is immediately rebranded he would be OK with this. Selectwoman Gilman agreed that this may be the best route since the opening sentence of the charge seems awkward stating that the Selectman voted to rename. Selectman Clement had worries about process with these types of moves and felt fine with moving forward with the adjustments. Mr. Dean explained that where they are for record keeping their only desire is if someone comes in that this is all very sequential and clear and there are no hiccups in the future. This is all a matter of how the motion gets put together.

e. WWTF Facility—AOC Update

Mr. Dean provided an updated calendar to the Board of the upcoming dates related to this project. He received a phone call from Mr. Jeffers and Ms. Perry, they were exploring changes to technology within the tanks, and the engineers were suggesting they could save between \$250,000 and \$500,000 if they made a change using precast post tension concrete. They sent a letter asking for an extension for the AOC, because of this specification change, and they received the acceptance this month. This pushes the due date for the bids out to February 28th. The meeting for approval would be March 14th. Selectman Chartrand confirmed the bid opening was a week from this evening, February 27th. Mr. Dean explained this is a big project and they cannot qualify how many bids they may get.

6. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

There were none

b. Permits & Approvals

MOTION: Selectwoman Belanger moved to approve Athena Lee Bradley for the town hall main floor for the NH DES Operator Training on June 13, 2017 from 8AM-12:45PM, Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve application by Russell Prescott for the town hall main floor for a job fair for February 23, 2017 for set up and February 24, 2017 for the event, time of the event is 10AM-2PM. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve the application for Hunter Putnam for the health expo for the town hall main floor on April 1, 2017 from 10AM-2PM on, Selectman Gilman seconded. The motion passed unanimously.

This is a banner request for Convenience MD sponsor banners. They are asking banners to be hung at the tennis court, baseball field, and the garden fence links. Selectman Clement asked if all of these were at the rec park, and it was confirmed that they were all at the rec park. Selectman Clement also asked if they have a written and signed agreement between Convenience MD and the Town on the size of the signs and when they should go up or if this would just be a verbal agreement. Mr. Dean said they are not doing a contract per se but this is not just a verbal approval. Selectman Clement said philosophically he is not very happy with advertisements, which he views this as that instead of a sponsorship. Because of

this he will abstain from the vote. Selectwoman Surman said in the past there had been discussion on having a contract and she also is not in favor of this and wasn't when it was first proposed.

MOTION: Selectwoman Belanger moved to approve the Convenient MD sponsor banners as depicted by Russell Deans February 10th memo, Selectwoman Gilman seconded. Selectwoman Surman voted nay and Selectman Clement abstained. The vote was 3-1-1.

Selectman Chartrand said the Deputy Tax collector sent a letter to the Board, Great Bay Kids came in to pay their tax bill but they did not have the interest included. Leaving a principal balance due. This is not an abatement, this is approving waiving of interest given that they are still working on their tax status of their building with town legal counsel and the tax office. Selectman Clement suggested that they have Great Bay Kids come in and present this to the Board as a whole. Selectwoman Surman said they never committed to waiving this, they said they would entertain it but never committed to it. Selectman Chartrand said that they had in good faith worked through the process of whether they were nonprofit status. Selectwoman Belanger asked if this had been done in the past, Selectman Chartrand felt this was new territory and that no they had not done this in the past. Selectman Clement said that they can as the Board is the tax collector, and that they may have done this several years ago.

MOTION: Selectman Clement moved that the Board ask a representative from Great Bay Kids to appear before the Board of Selectman to present their case on why they would like the interest waived on their tax bills on these two properties. Selectwoman Belanger seconded. The motion passed unanimously.

c. Town Managers Report

Mr. Dean wanted to thank the DPW for their work during the recent snow storms, they worked incredibly hard over multiple days. Elm Street has been an issue with snow because of the parking situation there. They have tried some temporary things to try to make traffic flow better, but he feels Elm street may come back to the Board because of parking and flow issues. Mr. Dean also received an email from Doug Marino about the transgender resolution, which was passed by the board. Doug Marino asked Mr. Dean about HB478, which is a transgender bill before the state and the testimony is tomorrow at 11AM. He was asking for the town's support for the bill. Selectman Chartrand explained he would personally ask for his name and title to go in support in front of the committee, he was only speaking for himself on this. Selectman Chartrand asked if the Board like to discuss whether the Board would like to support this. Selectwoman Gilman offered to go up there and sign for the Town of Exeter. Mr. Dean explained that in his testimony he mentions that Exeter passed a resolution to this effect. The Board would come back to this after Mr. Dean finished his report. Selectman Chartrand requested that Mr. Dean explain what the town does do with the historical society. It was explained that they have done some maintenance on the old town library in recent years. They are spending about \$6,000 a year for general maintenance on the building. Mr. Dean said they received information back from Kensington on the fire station request from a recent meeting and he would provide this data to the Board. The town report was sent to the printer and there were a lot of extra things that needed to be done and he thanked the Board for their help with this. Chief Shupe just hit his 20th anniversary with the town, also the Swimming and Diving team were state champions and they would be brought to a future meeting.

d. Selectboard Committee Reports

Selectwoman Gilman said that Sea Dog is coming to town, they brought a proposal for signs to the Historical Commission. They are using the whole building and adding a deck on the back. As for the state legislature they had full sessions on Wednesday and Thursday due to the weather. The committee she is on is working on HB 182, this has to do with towns and how they define their default budget, it's been edited and amended many times. This year it was proposed to put a contingency budget item in there, so if the proposed and default budget failed they would have a second town meeting to vote on a budget. This contingency was awkward and didn't specify how long past a vote they had to propose a new budget. Selectman Chartrand felt that towns did not need the legislature to keep putting their hands on how towns operate, it is already complicated enough. Selectman Clement felt the crucial part of 182 was proposing they have separate warrant article on the default budget. Selectman Clement agreed with Selectman Chartrand that this was complicated and unnecessary. Selectwoman Belanger and Selectwoman Surman agreed. Mr. Dean wanted to mention HB413 on retirement contributions which passed the House, it's now to the Senate.

Selectman Clement attended a presentation in Dover on the storm water presentation on MS4. Which is the storm water sewer separation system. Selectman Clement felt Exeter was well prepared for these new regulations. Between the Planning Department and DPW they will probably be coming to the Selectman for ordinance changes to better prepare for MS4.

Selectwoman Surman explained the conservation commission met, and the full moon snow shoe event had to be cancelled because DPW couldn't plow the site in time. They have a tentative reschedule date for March 4, but because it's been so warm they cannot guarantee this date. The commission was disappointed and they are considering how to work parking in the future for this event.

e. Correspondence

- Letter from Regional Economic Development Center of Southern NH which is asking communities to submit priority projects for the SEDS. This is an important document to get in line for potential funding. Exeter has already participated in this.
- There is also a letter from Comcast on packages and services.

7. Review Board Calendar

There is a meeting on February 27th and Selectman Chartrand would like to start at 6PM to review the Town Manager Review.

There is another meeting on March 13th.

8. Non Public Session

There was no nonpublic session.

9. Adjournment

Selectman Clement motioned to adjourn, seconded by Selectwoman Gilman. The Board stood adjourned at 9:07PM.

Respectfully Submitted,

Jennifer Dionne, Recording Secretary



156 Water Street, Exeter, NH 03833
Tel. 603-778-0885 ♦ Fax: 603-778-9183
email@rpc-nh.org ♦ www.rpc-nh.org

February 8, 2017

Dan Chartrand, Chair
Exeter Board of Selectmen
10 Front Street
Exeter, New Hampshire 03833

Dear Mr. Chartrand:

The Rockingham Metropolitan Planning Organization (Rockingham MPO) is a federally designated entity that administers the urban transportation planning process for the 27 communities of the Rockingham Planning Commission. This organization is staffed by the Rockingham Planning Commission and has two standing committees on which each of the communities has representation. The Transportation Advisory Committee (TAC), which has one appointed member from each community; and the Policy Committee which is composed of the community appointed RPC Commissioners as well as regional, state, and federal planning partners.

The purpose of the TAC is to provide technical advice and recommendations to the Policy Committee concerning transportation issues that have a bearing on the region. Specifically, this often involves prioritizing transportation improvements, reviewing studies, and providing input to New Hampshire DOT and other agencies. The TAC does not establish policies for the organization, but makes recommendations to the Policy Committee in that regard.

This letter is to ensure that each of the RPC communities are represented on the Transportation Advisory Committee and provide the opportunity for a community to appoint a person to the TAC if the position is vacant or the current appointee can no longer participate. TAC members are often town/city planners, planning board members, public works employees or other members of community leadership. Citizens particularly interested in transportation issues have also been appointed as well.

TAC meetings are *normally* held monthly on the fourth Thursday of the month at 9:00 a.m., at the Rockingham Planning Commission offices (calendar year 2017 schedule attached). The meeting usually lasts for 2 hours. Meeting times and days are reviewed occasionally to ensure that the schedule remains workable for committee members.

To confirm your representative(s) to the Rockingham MPO Technical Advisory Committee and so we may update our mailing lists for FY 2017, please type or print changes on the following page. We would appreciate it if you could return this appointment form on or before **May 26, 2017**.

EXISTING APPOINTEE(S)

FY 2017 APPOINTEE(S)

Name: Dave Sharples
Address:

Home Phone:
Cell/Work Phone:
Email:

Alternate

Name: Russell Dean
Address:

Home Phone:
Cell/Work Phone:
Email:

The signature of the Appointing Official as listed below confirms the above named individual(s) shall be appointed as the TAC representative(s) of the Rockingham MPO Technical Advisory Committee for the period of 3 years July 1, 2017 to June 30, 2020.

Board of Selectmen

Date

Please note an attendance list is enclosed. This highlights your representative(s) attendance for the previous three fiscal years. Please do not hesitate to contact the RPC office if you have any questions or comments to this request.

Sincerely,



David Walker, Senior Transportation Planner

DW:rr

cc: Dave Sharples and Russell Dean, TAC members

ROCKINGHAM PLANNING COMMISSION

TECHNICAL ADVISORY COMMITTEE

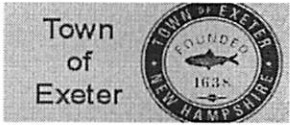
Fiscal Year July 2014 - January 2017

Meeting Schedule Calendar Year 2017

Town	Yearly Attendance			
	2014-2015	2015-2016	2016-2017	
Atkinson	4	6	4	
Brentwood	4	4	3	January 26
East Kingston	0	0	0	February 23
Epping	3	0	0	March 23
Exeter	2	6	3	April 27
Fremont	0	0	0	May 25
Greenland	4	5	4	June 22
Hampstead	2	6	2	July 27
Hampton	0	2	2	August 24
Hampton Falls	4	7	4	September 28
Kensington	4	4	3	October 26
Kingston	0	1	0	November 30
New Castle	0	0	0	
Newfields	0	0	0	
Newington	0	0	1	
Newton	0	0	0	
No Hampton	0	0	0	
Plaistow	3	2	1	
Portsmouth	2	5	4	
Raymond	MEMBER IN DECEMBER 2016		1	
Rye	4	6	4	
Sandown	0	0	0	
Seabrook	2	0	0	
So. Hampton	0	0	0	
Stratham	2	4	2	
NH DOT-Planning	2	4	1	
NH DOT- Dist. VI	0	0	0	
NH DES	2	4	2	
COAST	3	7	0	
CART	2	4	0	
PDA	0	0	2	
UNH-Transit	3	1	0	
TOTAL	4 meetings	7 meetings	4 meetings	

NON-VOTING MEMBERSHIP

Danville			
Salem			
FHWA	3	6	1
FTA			
NH DOT-Aero			
NH DOT- Rail/Tran			
NH OEP			
SRPC			
SMRPC			
MVPC		1	
NRPC			
SNHPC			
ME DOT			
MA DOT			
FAA			
FRA			
I-95 Bus Operator			
I-93 Bus Operator			
Pan Am Rail			



Russ Dean <rdean@exeternh.gov>

Interest - GBK

Linda Fecteau <lfecteau@exeternh.gov>
To: Russ Dean <rdean@exeternh.gov>

Fri, Feb 10, 2017 at 3:49 PM

Russ,

On November 23, 2016 GBK came in to pay the 2016 first tax bill due July 1, 2016 on both 64 Epping Road and 74 Epping Road but did not have the interest included so the payment was broken out between tax and interest leaving a principal balance due as follows.

- 64 Epping Road: The interest portion of the payment was \$1,002.07. The amount accruing on the \$1,002.07 tax balance as of Monday night is \$26.02 for a total interest amount of \$1,028.09.
- 74 Epping Road: The interest portion of the payment was \$104.05. The interest accruing on the \$104.05 tax balance as of Monday night will be \$106.85.

The total amounts are if you want to waive all the interest paid as well as what is accrued for the 2016 first tax bills.

The 2016 second bills were paid on time.

Linda

[Quoted text hidden]

 **GBK Tax Statements.pdf**
429K



TOWN OF EXETER

Planning and Building Department

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

www.exeternh.gov

Date: February 17, 2017
To: Russ Dean, Town Manager
From: Dave Sharples, Town Planner
Re: Chapter 14 Assigning Street Names and Numbers

I have enclosed a draft ordinance that the E911 Committee voted to forward to the Board of Selectmen (BoS) with a recommendation for approval. As you know, the E911 Committee was recently established by the BoS. Since then, the Committee has met several times and determined the first course of action is to review our current street name and numbering ordinance and recommend changes that are consistent with current practice and current enhanced 911 requirements.

Due to the significant amount of changes that the E911 Committee felt were needed to the existing Chapter 14, we decided it was best to recommend deleting the existing chapter and replacing it with the attached version.

I plan to attend the BoS meeting to explain the proposal further but I provide the following highlights of the changes:

- Revised purpose statement to be more consistent with the intent of the ordinance;
- Removed the Police Department as one of the Town officials who implements the ordinance. The existing version includes the PD, Fire Dept, and the Building Inspector but the Committee thought two departments would be adequate to enforce the provisions and simplify the process;
- Added relevant portions of state law to the document;
- Created a process in which the E911 Committee may recommend changes to street names or addresses and review proposed street names subject to BoS approval; and,
- Expanded upon how structures are numbered in accordance with current enhanced 911 requirements.

Thank you.

enc (1)

CHAPTER 14 ASSIGNING STREET NAMES AND NUMBERS

1401 Purpose

In accordance with RSA 231:133 and 231:133-a, the Selectmen of the Town of Exeter hereby establish the following ordinance in order to develop a more uniform street naming and street addressing system throughout the Town of Exeter to enable people to locate addresses effectively for providing emergency services and deliveries.

1401.1 Enforcement

Either the Building Inspector or Fire Department, or their designees, shall enforce the provisions of this section. The Planning Board shall inform all subdivision applicants of the provisions of this ordinance. A Certificate of Occupancy shall not be issued until the provisions of this ordinance are complied with.

1401.2 Street Names

Whenever a name is assigned to any new street, highway or right-of-way, or a change is made in the name of an existing street, highway or right-of-way, the Board of Selectmen shall make a return of the same to the Town Clerk, who shall make a record of a new name or name change, and shall forward a copy of such record to the Commissioner of Transportation, in accordance with the requirements of RSA 231:133, or as the same may be subsequently amended.

In accordance with RSA 231:133, the Board of Selectmen may change the name of any such street, highway, or right-of-way at any time when in its judgment there is occasion for so doing. The Board of Selectmen may also change the name of a private street, highway, or right-of-way when the name change is necessary to conform to the requirements of the enhanced 911 telecommunications system.

In the process of assigning names to any street, highway, or rights-of-way, the Selectmen shall apply the following guidelines to the extent practical:

- a. All proposed names to streets, highways, or rights-of-way or a change in the name shall be reviewed by the E911 Committee prior to a vote by the Selectmen. The E911 Committee shall provide the Selectmen with their written recommendation for Selectmen consideration. No proposed name that receives a negative review by the E911 Committee shall be utilized. The new street, highway, or right-of-way name recommended by the E911 Committee shall be provisional until such time it is adopted by the Selectmen.

- b. No name shall be assigned to a street, highway, or right-of-way which shall duplicate the name of any other proposed or existing street, regardless of the use of the suffix "street", "avenue", "way", "lane", drive, or the like.
- c. All proposed street, highway, or right-of-way names shall be substantially different so as not to be confused in sound or spelling with present names.
- d. All proposed street, highway, or right-of-way names shall not include first or last names, unless special exemptions are recommended by the E911 Committee and approved by the Board of Selectmen.
- e. The extension of a street, highway, or rights-of-way shall have the same name as the existing street, highway, or rights-of-way name. (for example, River Street Extension shall be River Street).

The Planning Board shall have the authority to assign a provisional name to all streets, highways, or right-of-ways shown upon a subdivision or site plan being considered for approval by the Planning Board, provided that no such provisional name shall be assigned to such street, highway, or right-of-way until such time as the Planning Board shall have followed the procedures set forth herein.

The E911 Committee may, from time to time, recommend a name change to the Board of Selectmen when the name change is necessary to conform to the enhanced 911 telecommunications system.

Changes to any existing street, highway, or right-of-way shall be provisional only until such time as such name change is adopted by the Board of Selectmen after posting of notice and holding of a public hearing. No public hearing shall be required where the affected property owner(s) voluntarily consent to their street, highway, or right-of-way being renamed as indicated by Town records.

1401.3 Street Numbers

Pursuant to RSA 231:133, the Building Inspector or the Fire Department of the Town of Exeter, or their designees, shall have the authority to assign numbers to all existing or proposed residential and/or commercial structures and/or to vacant lots. In assigning numbers, the Building Inspector, Fire Department, or their designees shall employ the following criteria:

- a. Even numbers shall be assigned to the right side of the street and the left side

shall be given odd numbers.

- b. For every ten (10) feet of right-of-way frontage within the business district, there shall be an individual number assigned and every door shall have its own number. The business district shall be all structures located on either side of Water Street and the section of High Street between the Exeter River and the intersection with Portsmouth Avenue. This provision may be applied in other areas of Town outside the business district if deemed appropriate by the E911 Committee.
- c. Separate numbers should be assigned to the entrance of a duplex or townhouse.
- d. Multi-unit structures shall receive one number with the units numbered in accordance with the following:
 - i. Large multi-unit structures sub-addresses should be numeric with the first number in the sub-address indicating the floor of the unit or at a minimum, some other type of floor designator. For example, in these buildings, units on the first floor would receive sub-addresses between 101 and 199; units on the second floor receive sub-addresses between 201 and 299. Basement floors should receive a floor designator of B with sub-addresses between 01 and 99.
 - ii. Exception: On a case by case basis row houses, strip malls, or downtown congested storefronts may be addressed at the front door of each adjoining unit, and each unit treated as its own independent building rather than part of a multi-unit structure.
- e. Subordinate designation, such as half-numbers and alphabetical suffixes, shall not be used.
- f. For every fifty (50) feet of right-of-way frontage outside of the business district, there shall be an individual number assigned.
- g. The beginning of the street shall be at the end which intersects with a collector street and, so far as possible, shall be the end closest in distance to String Bridge.

Existing numbering patterns for existing streets, highways, or right-of-ways, which do not comply with the provisions herein, may be assigned new numbers by the Building Inspector, Fire Department, or their designees, as necessary to conform to the requirements of the enhanced 911 telecommunications system. The alteration of existing numbers by the Building Inspector, Fire department, or their designees, shall be provisional only until such time as such alteration is adopted by the Board of Selectmen

after posting of notice and holding of a public hearing. No public hearing shall be required where the affected property owner(s) voluntarily consent to their property being renumbered as indicated by Town records.

The owner of any building or structure shall affix an assigned number to his mailbox, if any, and building or structure within thirty (30) days of written notice from the Town.

The E911 Committee, may, from time to time, recommend changes to an existing numbering pattern to the Board of Selectmen when the change is necessary to conform to the enhanced 911 telecommunications system.

1401.4 Location and Size

- a. Street signs on roadways to be maintained by the Town shall conform to the standards established by the Public Works Department.
- b. Building numbers shall be at least 3.5" and of contrasting color to the mounting surface and be in clear view from the public way that serves the building. If the structure is too far from the road to be read by emergency personnel, a post or similar device will be mounted at the curb line with the building number. All building numbers shall be numerical and shall not be written out as a word (for example "5" shall not be "Five").
- c. Businesses located within a block, shopping center or other configuration where no number is apparent at the rear shall have numbers posted on or near the rear exit(s).

1410 Penalty

Any person that remains in violation of this Chapter after thirty (30) days of receiving written notice of said violation, shall be punishable by a fine of not more than twenty-five dollars (\$25.00) for each day the violation continues thereafter .

CHAPTER 14 ASSIGNING STREET NUMBERS AND NAMES**1401 Purpose**

The following is intended to be a general procedure to be used in the assignment of street numbers and names, as authorized, in part, by Town Meeting of March, 1981

1401.1 Enforcement

Either the Building Inspector, Police Department or Fire Department shall enforce the provisions of this section. The Planning board shall inform all subdivision applicants of the provisions of this ordinance. A Certificate of Occupancy shall not be issued until the provisions of this ordinance are complied with.

1401.2 Street Names:

Names may be selected for any new street by the developer or entity responsible for construction. No street name shall duplicate an existing street name. The unbroken continuous roadway shall be assigned a single name. One roadway shall not contain two names unless a full intersection breaks the major thorough-fare. Once the continuous roadway changes names, the original name shall not be established at a subsequent intersection. All new street names shall be reviewed by the Police and Fire Departments to avoid confusion with any existing street.

1401.3 Street Numbers:

- a. Even numbers shall be assigned to the north or east sides of the street and the south and west sides shall be given odd numbers
- b. In a business district, each door shall have its own number.
- c. Diagonal Streets - such streets will be treated either north-south or east-west, depending upon its general orientation.
- d. Separate numbers should be assigned to the entrance of a duplex, while multi-unit structures should have one street address with sub-alphabetical designation for each apartment.
- e. Subordinate designation, such as half-numbers and alphabetical suffixes, shall not be used.

1401.4 Location and Size

- a. Street signs on roadways to be maintained by the Town shall conform to the standards established by the Public Works Department.

- b. Building numbers shall be at least 3" and of contrasting color to the mounting surface. If the structure is too far from the road to be read by emergency personnel, a post or similar device will be mounted at the curb line with the building number.
- c. Businesses located within a block, shopping center or other configuration where no number is apparent at the rear shall have numbers posted on or near the rear exit(s).

1410 Penalty

A violation of this Chapter shall be punished by a fine of not more than fifty (\$50) dollars following a written warning requiring compliance within 30 days.

TITLE XX

TRANSPORTATION

CHAPTER 231

CITIES, TOWNS AND VILLAGE DISTRICT HIGHWAYS

Street Names and Markers

Section 231:133

231:133 Names; Changes; Signs. –

I. In all towns, cities, and those village districts which maintain public highways, every highway and street under the control of the town, city, or village district shall have a name which shall be given it by the governing body. Said name shall be legibly marked on a suitable signboard or other marker and placed in at least 2 conspicuous places on said street. The governing body may change the name of any such street or highway at any time when in its judgment there is occasion for so doing. The governing body may change the name of a private street or highway when the name change is necessary to conform to the requirements of the enhanced 911 telecommunications system. In towns and village districts the governing body may at its discretion provide for public hearing and submit such names for approval at any meeting of the legislative body, and voters may submit a petitioned warrant article for such a name change under the procedure of RSA 39:3.

II. The naming of any new street or highway shall form a part of the return of the layout of the street or highway, or of the acceptance of any dedicated way. The municipality shall not be bound by any name previously assigned to the street or highway by any private owner, developer, or dedicator. No name for a highway or street shall be selected which is already in use, or which is confusingly similar to any such existing name, or which otherwise might delay the locating of any address in an emergency.

III. Whenever a name is assigned to any new street or highway, or a change is made in the name of any street or highway, the governing body shall make a return of the same to the town, city, or village district clerk, who shall make a record of the new name or name change, and shall forward a copy of such record to the commissioner of transportation.

Source. 1911, 79:1. PL 93:5. RL 109:5. 1945, 188:1, part 21:1. RSA 251:1. 1981, 87:1. 1991, 53:1. 2005, 113:1, eff. Aug. 14, 2005.

TITLE XX

TRANSPORTATION

CHAPTER 231

CITIES, TOWNS AND VILLAGE DISTRICT HIGHWAYS

Street Names and Markers

Section 231:133-a

231:133-a Address Numbers on Streets and Highways. – The governing body may adopt a system for assigning or altering address numbers of buildings and other property along any public or private way in the municipality. Prior to the actual assignation or alteration of numbers along any way or portion of any way the governing body or planning board shall hold a public hearing for which 10 days' notice has been given by posting in 2 public places in the municipality, by publication in a newspaper in circulation in the municipality, and by first class mail to all owners of property being numbered or renumbered, as indicated by town records. No public hearing shall be required where the property owner or owners voluntarily consent to their property being numbered or renumbered, as indicated by town records. Each municipality addressing numbers on streets and highways pursuant to this section is encouraged to notify the bureau of emergency communications of the changes in accordance with RSA 106-H:10.

Source. 1991, 53:2. 1997, 92:2, eff. Jan. 1, 1998.

Draft Motions:

1. Move the Selectboard reconstitute the Exeter River Study Committee as the River Advisory Committee.

2. Move the Selectboard approve the charge of the River Advisory Committee as follows:

The River Advisory Committee shall be an 11-person committee (9 voting, 2 non-voting) charged with providing advice to the Board of Selectmen in all matters relating to the management of the Exeter and Squamscott Rivers (the Exeter River), tributaries, and watershed within the Town's boundaries, including, but not limited to, flood control, public and private water supplies, land use, environmental habitat, recreation, public safety, and water quality.

Member shall include up to five (5) at large citizen members, a member of the Conservation Commission, a PEA representative, a Water-Sewer Advisory Committee representative, and a Selectboard representative. Two staff members, the Town Engineer and Natural Resources Planner, shall serve as non voting members of the committee.

3. Move the selectboard appoint the following slate to the River Advisory Committee:

- a. Lionel Ingram, term to expire 4/30/17
- b. Rod Bourdon, term to expire 4/30/17
- c. Terrie Harman, term to expire 4/30/19
- d. Dick Huber, term to expire 4/30/18
- e. Ginny Raub, Conservation Commission representative
- f. Roger Wakeman, PEA representative
- g. Don Clement, Selectboard representative

4. Move the selectboard appoint two non voting members to the committee as follows:

- a. Paul Vlasich, Town Engineer
- b. Kristen Murphy, Natural Resources Planner

Rockingham County Commissioners

Kevin L. Coyle, Chair
Kevin St. James, Vice Chair
Thomas Tombarello, Clerk

119 North Road
Brentwood, NH 03833



Telephone: 603-679-9350
Facsimile: 603-679-9354

commissioners@
co.rockingham.nh.us

February 21, 2017

To the Towns and City of Rockingham County:

During the 2017 budget process, Rockingham's County Convention discussed and approved moving forward with changing Rockingham County from a calendar year to a July to June fiscal year. Legislation has been introduced (HB 144), and is expected to pass. We wanted to communicate with you the reasons for this move, as well as possible effects resulting from the fiscal year change.

One of the reasons for initiating the fiscal year change is to align the county's fiscal year with the state's fiscal year, which will result in more accurate amounts for both appropriations and revenues. Another reason is the move will allow more time for new Representatives and Commissioners to get acquainted with the budgetary process. Additionally, this will allow for a budget to be approved before the start of the fiscal year, instead of two months after the start, as is the current situation.

If this legislation passes, the change would become effective January 1, 2018, for the transitional fiscal period of 18 months. The County Convention and the Commissioners are also currently evaluating how municipalities will be billed for county taxes, once the new fiscal year is in place. For the transitional fiscal period, the Commissioners are in favor of having two-thirds of the apportionment due December 17, 2018. The remaining one-third would not be due until July 2019. After the transitional period, semi-annual billing would begin, with payments due in December and June.

This is a fluid process and we will be updating you with more information as it becomes available. We would also be pleased to have the opportunity to discuss the 2017 budget with you individually, and answer any questions you may still have. If you would like to set up such a meeting, please contact as follows:

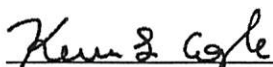
District 1 – Commissioner St. James kstjames@co.rockingham.nh.us

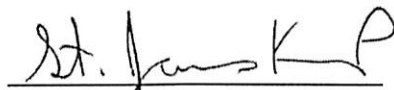
District 2 – Commissioner Tombarello ttombarello@co.rockingham.nh.us

District 3 – Commissioner Coyle kcoyle@co.rockingham.nh.us

We look forward to hearing from you.

Sincerely,


Kevin L. Coyle, Chair


Kevin St. James, Vice Chair


Thomas Tombarello, Clerk

List for Selectmen's meeting February 27, 2017

Veteran's Credit

<u>Map/Lot</u>	<u>Location</u>	<u>Amount</u>
87/8/D-1	D-1 Exeter&Hampton Co-op	\$500.00
74/103	14 McKinley Street	\$500.00
83/10	86 Court St	\$500.00
65/102/8	8 Charron Circle	\$500.00

Abatement

<u>Map/Lot</u>	<u>Location</u>	<u>Amount</u>	
68/6/611	6 Sterling Hill U611	To be Determined	see enclosure
73/259	103 Front St	To be Determined	see enclosure
72/175	6 Hilliard Cir	\$800.32	
72/222/2	12 Center St	\$9,664.19	
73/28	126 Front Sreet	\$1,088.96	

Elderly Exemption

<u>Map/Lot</u>	<u>Location</u>	<u>Exemption</u>
104/79/119	119 Robinhood Dr	152,251
65/102/8	8 Charron Circle	183,751

Waiver of Interest

<u>Map/Lot</u>	<u>Location</u>	<u>Amount</u>
62/112	64 Epping Road	Changes daily
62/113	74 Epping Road	Changes daily



THE MISS AMERICA ORGANIZATION

MISS EXETER SCHOLARSHIP ORGANIZATION

Please find my application to use the town hall and the Nowak meeting room on May 13th, 2017 for the Miss Exeter's Outstanding Teen annual competition. We are a 501(c)3 non-profit organization dedicated to providing scholarships and growth opportunities to young women and teens in New Hampshire.

During this past year our titleholders have become active members of the Exeter community taking part in events like the Summerfest, Christmas Open House, and annual parade; and becoming members of the Chamber Children's Fund helping to raise money for this great cause.

We are hoping to use the Nowak room for the judges interviews with each of the contestants, and then the rest of the competition would take place on the town hall stage. We usually have about 50 people in our audience for the stage competition.

Thank you for your consideration,

Trisha Tidd, President
Miss Exeter Scholarship Organization





Application for Use of Town Facility

Forms submitted to: Town of Exeter, 10 Front Street, Exeter, NH 03833

Fax #: 603-777-1514 email: sriffle@exeternh.gov

Use Request: Town Hall (Main Floor) Bandstand Parking - # Spaces _____ Location _____

Signboard Request: Poster Board Week: May 1 - May 7 Plywood Board Week: _____

Representative:

Name: Trisha Tidd Address: 23 Mill Rd
Town/State/Zip: Kingston NH 03848 Phone: 603-560-5926
Email: trishatidd@comcast.net

Organization:

Name: Miss Exeter Scholarship Program Address: 23 Mill Rd #
Town/State/Zip: Kingston NH 03848 Phone: 603 560 5926

Reservation Details:

Type of Event/Meeting: Annual competition Date: 5/13/17
Times of Event: 2pm-4pm Times needed for set-up/clean-up: 10am-5pm
of tables: 4 # of chairs: 75 Will food/beverages be served? Yes No
Tech/ AV Services Needed: Yes No Details _____

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 \$125 per day. A rental fee waiver may be requested in writing.

Tech/AV Services: There is a fee of \$80 an hour for any Tech/AV services needed. Services must be arranged in advance. Email aswanson@exeternh.gov to coordinate.

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: 2/14/17

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

Office Use Only:

Liability Insurance: On file In-process Fee: Paid Non-profit fee waiver requested



Application for Use of Town Facility

Town of Exeter, 10 Front Street, Exeter, NH 03833
Fax #: 603-777-1514 or email: sriffle@exeternh.gov

Facility Requested: Wheelwright Room Nowak Room

Representative Information:

Name: Trisha Tidd Address: 23 mill Rd
Town/State/Zip: Kingston NH 03848 Phone: 603-560-5926
Email: trishatidd@comcast.net Date of Application: 2/14/17

Organization Information:

Name: Miss Exeter Scholarship Program Address: 23 mill Rd
Town/State/Zip: Kingston NH 03848 Phone: 603-560-5926

Reservation Information:

Type of Event/Meeting: Interviews for annual competition Date: 5/13/17
Times of Event: 12pm-2pm # of tables: 2 # of chairs: 6
List materials being used for this event: podium for contestants to speak to the panel of 6 judges during a 5 minute interview
Will food/beverages be served? No Description: _____

Requirements:

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building acceptably cleaned, the deposit fee will be returned to user.

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.

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: 2/14/17

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 submitted to: Town of Exeter, 10 Front Street, Exeter, NH 03833

Fax #: 603-777-1514 email: sriffle@exeternh.gov

Use Request: ^{Rain date} Town Hall (Main Floor) Bandstand Parking - # Spaces 8 Location Bandstand

Signboard Request: Poster Board Week: _____ Plywood Board Week: _____

Representative:

Name: Charles MacDougall Address: _____
 Town/State/Zip: 7 School St Phone: 772-4967
 Email: _____

Organization:

Name: Brass Band Address: _____
 Town/State/Zip: _____ Phone: _____

Reservation Details:

Type of Event/Meeting: _____ Date: Mondays in July
 Times of Event: 7-9 pm Times needed for set-up/clean-up: _____
 # of tables: _____ # of chairs: 40 Will food/beverages be served? Yes No
 Tech/ AV Services Needed: Yes No Details _____

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 \$125 per day. A rental fee waiver may be requested in writing.

Tech/AV Services: There is a fee of \$80 an hour for any Tech/AV services needed. Services must be arranged in advance. Email aswanson@exeternh.gov to coordinate.

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: Charles MacDougall Date: 2/10/17

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

Office Use Only:

Liability Insurance: On file In-process Fee: Paid Non-profit fee waiver requested



Application for Use of Town Facility

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

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

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

Representative Information:

Name: scott ruffner Address: 11 hall place
Town/State/Zip: exeter, nh 03833 Phone: 512-8396
Email: scotruffner@mac.com Date of Application: 2/17/17

Organization Information:

Name: TEAM Address: 109R Water Street
Town/State/Zip: Exeter, NH 03833 Phone: 512-8396

Reservation Information:

Type of Event/Meeting: Exeter Arts & Music Fest Date: 5/19 bandstand 5/20 town hall
Times of Event: 6-10pm Times needed for set-up/clean-up: _____
of tables: _____ # of chairs: _____
List materials being used for this event: _____
Will food/beverages be served? _____ Description: _____

Requirements:

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

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

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

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

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

Applicant signature: *Scott Ruffner* Date: 2-17-17

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

State of New Hampshire

JOHN J. BARTHELMES
COMMISSIONER OF SAFETY



ROBERT L. QUINN
RICHARD C. BAILEY, JR.
ASSISTANT COMMISSIONERS

DEPARTMENT OF SAFETY

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Tel: (603) 223-3889

Speech/Hearing Impaired

TDD Access Relay NH 1-800-735-2964

Chairman of the Board of Selectmen
Exeter Town Office
10 Front Street
Exeter, NH 3833

February 17, 2017

Dear Chairman:

The State of New Hampshire and Rivada Networks are proposing to deliver an LTE network in the 700 MHz Band that was specifically designated for Public Safety. **The 2012 Middle Class Tax Relief and Job Creation Act** made this possible. The proposed network will align with New Hampshire's vision to be a part of a nationwide, single interoperable voice and data network built to meet the needs of emergency and public safety communications dedicated for first responders.

The New Hampshire Department of Safety wants to make you aware of phone calls you may be receiving for a zoning analysis being conducted in your jurisdiction. This zoning analysis is being conducted for cellular telecommunications siting, both on existing structures and new structures if necessary. Representatives from Rivada networks will be conducting this analysis which pertains to the New Hampshire Public Safety Broadband Network.

This proposed network is being purposely built for New Hampshire's police officers, firefighters, emergency medical technicians, and other front line officers. However, it will not only power the public safety mission, but a platform for innovation and economic development that has the potential to unleash a new era of job creation and competition across the state.

The coverage footprint of the proposed network, down to the location of individual cell sites, will be finalized in partnership with each public safety community, in accordance with their specific needs. This will not be a network built around a commercial operation, relying on

Town Manager's Office

FEB 23 2017

Received

population density to decide coverage boundaries, but rather covering the geographical landscape of New Hampshire. Further, this proposed network will be hardened to public safety grade, and will have its own dedicated maintenance and support staff to ensure that the maintenance of the network does not become clouded by commercial priorities.

The State of New Hampshire and Rivada Networks plan to partner with stakeholders within your jurisdictional area to evaluate where it can use existing infrastructure or create new infrastructure to build the proposed network.

The New Hampshire Department of Safety appreciates your continuing cooperation and we look forward to working with you in delivering a reliable broadband network to your area. If you should have any question, please don't hesitate to contact me.

Sincerely,



John T. Stevens

Statewide Interoperability Coordinator
New Hampshire Department of Safety
33 Hazen Drive
Concord, New Hampshire 03305
Office: (603) 223-8003
Fax: (603) 271-7660
Cell: (603) 892-4688

John.Stevens@dos.nh.gov





February 14, 2017

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

Re: Esquire Channel

Dear Chairman and Members of the Board:

As part of our continuing effort to keep you informed, we wanted to share that as of March 14, 2017 we will no longer carry Esquire and Esquire HD.

Customers are receiving this information, in advance, via bill message.

Should you have any questions, please do not hesitate to contact me at 603.334.3603.

Very truly yours,

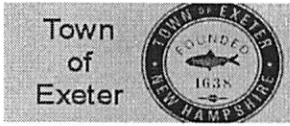
Jay Somers

Jay Somers, Sr. Manager
Government Affairs

Town Manager's Office

FEB 21 2017

Received



Russ Dean <rdean@exeternh.gov>

Red Sox vs Royals

Greg Bisson <gbisson@exeternh.gov>
To: Everyone <Everyone@exeternh.gov>

Wed, Feb 22, 2017 at 11:37 AM

Hi Everyone,

Spring training is underway and we have a bus trip to go to the Red Sox game on July 28th. Coach bus accommodations and tickets in the Right Field Box 89 and 90. Cost: \$90. Departs from our office at 4 pm and returns after the game.

Call us today to get reserve your spot.

Greg Bisson
Assistant Director
Exeter Parks and Recreation

Follow us!



LEGISLATIVE BULLETIN

Restoration of State Retirement Contribution

Division I of the House Finance Committee will be holding a “work session” (not a public hearing) on **HB 413**, the bill that restores a state retirement contribution of 15 percent for teachers, police, and firefighters. The work session is on the calendar for **Tuesday, February 28, at 11:15 a.m., in LOB Room 212**, and is scheduled for all of five minutes. While **HB 413** passed the House on February 15 by a very strong vote of 267-83, the Finance Committee must now work on the financing end of the *policy position* established by **HB 413**. Ultimately, funding to restore a state contribution—at 15 percent or at any level—will need to be included in the state budget.

House members, particularly those serving on the Finance Committee, need to hear before Tuesday how important **HB 413** is, what it means for your community in terms of the impact on services, and the effect on property taxes throughout the state.

The 15 percent state contribution provided by **HB 413** will save local governments (municipalities, counties, and school districts) **over \$40 million per year**. These two lists (one for teachers and one for police and fire) were prepared by the Legislative Budget Assistant’s Office, and show the state retirement contribution attributed to each municipality from 2007 until 2013, when the 35 percent state contribution was repealed. The percentage of state contribution varied in those years, but the figures for 2011 show roughly the retirement cost reduction for each local government entity if **HB 413** is funded in the state budget.

Last week’s strong House vote does not ensure that any state contribution will be included in the budget. We believe the House vote was as strong as it was because local officials were very engaged—and it will take continued engagement with your legislators to get the state contribution included in the budget!

Please contact Finance committee members, as well as your own representatives, now and urge inclusion of **HB 413** in the state operating budget. **Your efforts are what will make all the difference!**

Please let us know of your contacts and feel free to call or email us if you have any questions.

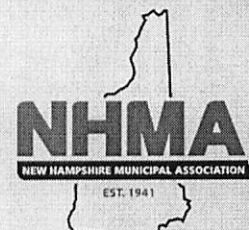
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February 24, 2017

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A Semi-Break

Traditionally, but with some exceptions, the House and Senate take a week off at the end of February, coinciding with New Hampshire school vacation week. This year the Senate is taking a full break, and the House is taking a partial break. There are no Senate hearings and no Senate session next week. The House will not be in session, but there are a few committee hearings, as well as a number of committee work sessions and executive sessions on bills that have had hearings.

Next Thursday, March 2, is the House deadline for committees to report bills that are not going to a second committee (which is why many of them have executive sessions next week), and the following Thursday, March 9, is the deadline for the House to act on those bills. March 16 is the deadline for committees to report all remaining House bills, other than budget bills, and March 23 is the deadline for House action on non-budget bills.

The next Senate session will be on Thursday, March 9. House members have been instructed to reserve Wednesday and Thursday, March 8 and 9, for possible session days. Given the number of bills remaining, it is likely that the House will be in session both days.

Committee Recommends Killing Broadband Bill

As we mentioned last week, the sponsor of **SB 170**, the **NHMA policy bill** authorizing municipalities to issue bonds for broadband infrastructure, introduced an amendment stating that a bond may be issued only “when operation or maintenance is open to a competitive proposal process that allows commercial broadband providers to contract with the municipality for services.” That amendment addresses the telecommunications industry’s longstanding objection that municipalities do not know how to operate a broadband network and should not be allowed to compete with private industry. Under the amendment, the municipality would *not* be operating a network or competing with private industry—it would merely be providing the infrastructure to allow a private company to provide the service.

So, did the telephone and cable companies withdraw their objections? Of course not. They kept up the pressure on the Public and Municipal Affairs Committee, which voted 3-2 this week to report the bill as Inexpedient to Legislate. This merely demonstrates what has been clear but unstated all along: the industry simply does not want anyone else providing the facilities that it is unwilling or unable to provide, and it does not care whether New Hampshire residents have access to high-speed internet service.

We understand that since the major arguments against the bill have been neutralized, the leading arguments now are: (1) supporters of the bill haven’t provided sufficient evidence that they lack access to

THE EDGE

Dillon’s Rule

What’s good is bad,
what’s bad is good.
You’ll find out when
you reach the top.
You’re on the bottom.

Wait. Really? You mean it’s
Dylan, not Dillon?

No, I was just having some
fun—although the artist
formerly known as Robert
Zimmerman probably did
have some profound in-
sights about municipal au-
thority.

Most people who have
spent much time around
municipal government in
New Hampshire have
heard of Dillon’s Rule. It
applies in New Hampshire,
and it says municipalities
have only the powers ex-
pressly granted by the leg-
islature—the opposite of
home rule.

But who was Dillon?

The person in question was
not a popular singer/song-
writer (to our knowledge),
nor was he a heartthrob
actor or the leading char-
acter in “Gunsmoke.”

John Forrest Dillon was a
judge who served on the
Iowa Supreme Court in the
1860s and on the U.S.
Court of Appeals for the
Eighth Circuit in the
1870s. He was also one of
the nation’s leading au-
thorities on municipal law.

Continued on next page

fast internet; and (2) in any event, there is no problem, because 97 percent of the state does have access. This is like telling a hungry person, “You haven’t proven to me that you’re hungry, and even if you are hungry, that’s okay, because most people aren’t.”

The telecommunications monolith doesn’t have to care about New Hampshire citizens who in 2017 are still without access to the internet, but legislators should. *The Senate will vote on the bill on Thursday, March 9. Please urge your senator to reject the committee report on HB 170 and support the bill with the sponsor’s amendment.*

Retirement Costs and Penalties on Part Time Employees

In last week’s *Bulletin*, we provided a detailed description of a proposed amendment to **HB 561**, dealing with New Hampshire Retirement System (NHRS) retirees working after retirement. On Thursday, the House Executive Departments and Administration Committee voted unanimously to support amendment 2017- 0611h (which includes the changes we described last week).

The consensus of the committee was that **HB 561** as amended will make employers “pay the pension bill” they owe, prevent employers from continually “escaping” their pension obligations, and stop employers from “defrauding” the pension system.

Here is a summary of the provisions included in the proposed amendment:

- suspends a retiree’s pension benefits if part-time work exceeds the statutory limit of 32 hours per week or 1,300 hours per calendar year;
- authorizes NHRS to assess a penalty on the employer of three times the suspended pension amount if the employer knew that the hours were exceeded;
- authorizes the executive director of NHRS to waive the penalty for good cause;
- requires employers to pay the unfunded liability portion of the employer rates on part-time employees (1) when an employer converts or replaces a full-time position with one or more part-time positions within 12 months of a position becoming vacant, or (2) when an employer fills a full-time position with an interim, temporary, or part-time employee within 12 months;
- requires employers to provide notice to NHRS within 30 days of a full-time position changed to part-time.

THE EDGE (Continued)

In *City of Clinton v. Cedar Rapids and Missouri River R.R.*, 24 Iowa 455 (1868), Judge Dillon wrote:

Municipal corporations owe their origin to, and derive their powers and rights wholly from, the legislature. It breathes into them the breath of life, without which they cannot exist. As it creates, so may it destroy. If it may destroy, it may abridge and control. . . . [Municipalities] are, so to phrase it, the mere tenants at will of the legislature.

Ain’t that the truth!

Judge Dillon wrote a treatise on municipal corporations, published in 1873, which included this rule, and it was adopted by many state courts; but he was hardly the first to express this view. Some 50 years earlier, the Massachusetts Supreme Judicial Court, in *Stetson v. Kemp*, 13 Mass. 272 (1816), had held that towns are “creatures of the legislature” and may exercise “only the powers expressly granted to them.”

Still, history gives Dillon the credit, and all these years later, we are left with his rule.

A final note: Proving once again that all the famous people in the world are related, Judge Dillon had a grandnephew named Charles Dillon Stengel, more popularly known as Casey—yes, he of the Yankees and Mets.

♦♦♦♦♦♦♦♦♦♦

HB 561 as amended is on the consent calendar for the next House session, on March 8 or 9. We continue to believe that this bill will have negative consequences across the broad spectrum of New Hampshire public employers, and will impede the ability of local governments to deliver the services their citizens need and expect without increased costs.

Reconsideration on Right-to-Know Law Bill!

A notice in this week's House calendar states that a representative who voted in the majority on **HB 365** has filed a notice of reconsideration on the motion of Inexpedient to Legislate. **HB 365** is the bill we have written about several times that would award attorney fees to a prevailing plaintiff in a Right-to-Know lawsuit, even if the defendant (often a municipality) had no reason to know it was violating the law. As we reported last week, the House on February 16 voted down a committee recommendation to pass the bill, and then voted the bill Inexpedient to Legislate.

By filing a notice of reconsideration, the representative has preserved her right to move for reconsideration of the ITL vote the next time the House is in session, either March 8 or March 9. Although the ITL motion passed by a comfortable 207-166 vote, the margin on the first vote—on the committee's recommendation of Ought to Pass—was dangerously close, at 184-187.

We believe it is too late to reconsider the 184-187 vote that defeated the committee's recommendation, but if the ITL vote is reconsidered, it seems that anything can happen. ***Municipal officials, please let your representatives know that this issue is not dead, and they should watch carefully for the motion to reconsider. Urge them to preserve the good decision they have already made and vote down any motion to reconsider on HB 365.***

There's Plenty More Going On

As happens every year, a small number of bills this year are getting most of the attention. This is true both with respect to legislation generally (right-to-work, concealed carry, transgender rights) and with respect to municipal bills (pension contribution, utility valuation, right-to-know). While our coverage of these bills leaves less space to report on the many other bills affecting municipalities, rest assured that we are covering them all.

Here are some of the "other" bills—good, bad, and neutral—that are still alive at this writing. This is still only a small sampling. We summarize them here with only minimal editorial comment. If you have opinions, whether positive or negative, please contact us and your legislators:

Repeal of "separate offense" provision for zoning violations. The House Judiciary Committee has recommended **HB 617** as Ought to Pass with Amendment. As amended, the bill would eliminate the sentence in RSA 676:17, I, that says that each day that a zoning violation continues shall constitute a separate offense. The effect of this is probably obvious only to attorneys and those involved in zoning enforcement. By classifying each day of a violation as a separate offense, the existing law allows an enforcement action to be brought in the circuit court because the fine for a single violation will never exceed the jurisdictional limit of the court, even though the total fine for all of the individual offenses may exceed that limit. Removing this sentence would require that many more zoning enforcement actions be brought in the superior court, rather than the circuit court.

(Plenty More— Continued from Page 4)

This is a bad bill that will result in higher costs and longer court processes for both municipalities and those charged with zoning violations. ***Municipal attorneys, pay attention!*** The bill is scheduled to go to the House floor on March 8 or 9.

Objections recorded in minutes. The House Judiciary Committee has recommended **HB 460** as Ought to Pass with Amendment. As amended, the bill states that if a member of a public body objects that a discussion by the body is in violation of the Right-to-Know Law, whether in public or non-public session, the objection must be recorded in the minutes. If the objection is overruled by a majority of the public body, the member may continue to participate in the meeting without being subject to personal liability for any violation of the Right-to-Know Law. The bill is scheduled to go to the full House on March 8 or 9. We believe the bill is unnecessary.

Voting on variances. **HB 86** has passed the House and is scheduled for a hearing in the Senate. It provides that when a zoning board of adjustment votes on a variance application, it must vote on each of the five criteria separately: public interest, spirit of the ordinance, substantial justice, value of surrounding properties, and unnecessary hardship. It further states that the board may grant the variance “only if any 3 members of those present vote in the affirmative on all 5 criteria.” It does not change any of the criteria, just the manner of voting. NHMA has not taken a position on the bill. For those interested, the Senate hearing is scheduled for **Wednesday, March 8, at 9:15 a.m., in LOB Room 102**, before the Public and Municipal Affairs Committee.

Exemption for generators for disabled persons. The House has passed **HB 117**, which expressly includes standby generators in the property tax exemption that is available for property improvements made to assist a person with a disability who resides on the property. Note that the bill as passed by the House differs significantly from the original bill, which would have expanded the exemption to include any person over 65, whether disabled or not. The bill is not scheduled for a hearing in the Senate yet.

Accessory dwelling units, again. The House Municipal and County Government Committee has recommended **HB 265** as Ought to Pass with Amendment. As amended, the bill clarifies the accessory dwelling unit (ADU) law enacted last year by stating that a municipality may prohibit ADUs “associated with multiple single-family dwellings attached to each other such as townhouses, and with manufactured housing.” It also prohibits the subsequent condominium conveyance of an ADU separate from the principal dwelling unit, “unless allowed by the municipality.” We believe this is a helpful clarification of the law. The bill will be on the consent calendar for the next House session.

Taxation of lease interests. The House has passed and sent to a second committee **HB 568**, relative to the taxability of lease interests in public property. The bill does two things: (1) it allows a municipality to exempt land from the requirement of RSA 72:23, I(b) (private party using or occupying land owned by the state or a political subdivision must pay tax on the property) if the land is leased exclusively for agricultural purposes; (2) it clarifies the the failure of a lease to contain the precise statutory language in 72:23, I(b) does not affect the occupant’s obligation to pay property taxes. We have mild reservations about the agricultural exemption (because it is unclear how it would be adopted), but believe the second part of the bill is a useful clarification. The bill originally came through the Municipal and County Government Committee, but because it affects revenue, it must now go to the Ways and Means Committee for a second hearing. That hearing is scheduled for **Tuesday, March 7, at 11:00 a.m., in LOB Room 202.**

(Plenty More — Continued from Page 5)

Bonds for public works projects. The House Public Works and Highways Committee has recommended **HB 371, an NHMA policy bill**, as Ought to Pass with Amendment. As amended, the bill removes political subdivisions from the existing requirement in RSA 447:16 that “the state or any political subdivision thereof” obtain a bond for any public works project involving an expenditure of at least \$35,000. It raises the bond threshold to \$75,000 for the state and allows, but does not require, municipalities and other political subdivisions to adopt the same bonding requirements. The bill will be on the consent calendar for the next House session.

Custom design for SB 2. Two weeks ago we mentioned that the Municipal and County Government Committee was considering an amendment to **HB 182** that would allow an SB 2 town to adopt changes to the SB 2 process by using the procedure that charter towns and cities currently use to amend their charters. The amendment would allow an SB 2 town to change things like the process of finalizing the budget, the conduct of the deliberative session, and the definition and calculation of the default budget. We heard from a number of municipal officials who expressed concern about the proposal, and so did the committee. As a result, the committee voted this week to retain the bill. The bill won’t go any further this year, but the committee will study it between now and November before making a recommendation to the full House.

Phase-in for all-veterans’ credit. The Senate has passed **SB 80**, which allows a municipality to phase in over three years the all-veterans’ tax credit that was just enacted last year. That credit, if adopted by a municipality, is available to veterans who did not serve during a qualifying war or armed conflict, unlike the standard and optional credits, which are available only to wartime veterans. However, if a municipality does adopt the all-veterans’ credit, it must be in the same amount as the standard or optional credit that the municipality has adopted.

Some municipalities are interested in adopting the all-veterans’ credit, but have had concerns about the sudden impact to their tax bases. **SB 80** allows a municipality to mitigate the hit somewhat by “phas[ing] in the amount of the all veterans’ tax credit over a 3-year period to match the standard or optional veterans’ tax credit.” There is no requirement that the phase-in be in equal increments. Thus, if the municipality has a \$500 optional veterans’ credit, it could phase in the all-veterans’ credit at \$100 in the first year, \$200 in the second year, and \$500 in the third year—or any other schedule that gets to \$500 by the third year.

The bill goes next to the House. To be clear, even if it passes, the phase-in will *not* be available in time to be adopted at this year’s town meetings.

HOUSE CALENDAR

TUESDAY, FEBRUARY 28, 2017

WAYS AND MEANS, Room 202, LOB

10:00 a.m. **HB 654-FN**, establishing a committee to study the regulation and taxation of vacation rentals and short-term rentals.

WEDNESDAY, MARCH 1, 2017

LABOR, INDUSTRIAL AND REHABILITATIVE SERVICES, Rooms 305-307, LOB

10:00 a.m. **HB 438**, eliminating the automatic union dues payment for state employees.

(House Calendar — Continued from Page 6)

TUESDAY, MARCH 7, 2017

WAYS AND MEANS, Room 202, LOB

11:00 a.m. **HB 568-FN**, relative to the taxability of lease interests in public property.
1:30 p.m. **HB 579-FN**, relative to registration of semi-trailers.

SENATE CALENDAR

WEDNESDAY, MARCH 8, 2017

PUBLIC AND MUNICIPAL AFFAIRS, Room 102, LOB

9:05 a.m. **HB 87**, relative to vacancies in the office of moderator.
9:15 a.m. **HB 86**, relative to voting on variances.
9:30 a.m. **HB 299**, relative to notice by mail for zoning and planning purposes.
9:45 a.m. **HB 123**, relative to continuation of a public hearing of the zoning board of adjustment.
10:00 a.m. **HB 108**, relative to municipal record retention and conversion.

New 2017 House Bills

HB 1-A adopts the state budget for fiscal years 2018 and 2019. Rep. Kurk of Weare; **F-H**.

HB 2-FN-A-LOCAL makes statutory changes to implement the state budget for fiscal years 2018 and 2019. Rep. Kurk of Weare; **F-H**.

HB 25-FN-A adopts the state's capital budget for fiscal years 2018 and 2019. Rep. Chandler of Bartlett; **PW**.

New 2017 Senate Bill

SB 7-FN-LOCAL provides that the state shall not accept a waiver of the federal work requirements for food stamp eligibility, requires the state to use the federal resource and income limits for food stamp eligibility, and requires individuals to cooperate with the division of child support services as a condition of eligibility for food stamps. Sen. Avard of Nashua; **HHS**.

SENATE FLOOR ACTION

Thursday, February 23, 2017

SB 19, relative to warrant articles that have been submitted to the department of revenue administration. **Inexpedient to Legislate**.

SB 73, relative to septic requirements in conversions to accessory dwellings. **Passed**.

SB 79, relative to taxation of historic residential structures. **Inexpedient to Legislate**.

SB 106, relative to eligibility to vote. **Re-referred**.

(Senate Floor Action— Continued from Page 7)

SB 109, authorizing a moderator to conduct a verification count of machine-counted ballots. **Inexpedient to Legislate.**

SB 135-FN, relative to the regulation of electricians. **Tabled.**

SB 168, relative to increasing the maximum amount of the optional veterans tax credit. **Tabled.**

SB 169, relative to the definition of agritourism. **Re-referred.**

SB 171-L, relative to the perambulation of towns. **Passed.**

SB 172-FN, relative to dams on residential property. **Re-referred.**

SB 173, relative to the use of accessory dwelling units. **Inexpedient to Legislate.**

SB 178-FN, relative to motor vehicle registration transfer credits. **Re-referred.**

SB 186, establishing a committee to study the tax characterization of stormwater utility fees. **Inexpedient to Legislate.**

SB 211-FN, establishing a statewide law enforcement data network. **Inexpedient to Legislate.**

SB 243-FN-A, relative to complete streets policies, establishing a complete streets pilot program, and making an appropriation therefor. **Passed with Amendment.**

Upcoming Events for NHMA Members

Please visit our [website](#) for upcoming NHMA events.
See CALENDAR OF EVENTS on the left and click *View the Full Calendar*;
scroll down to the event you are interested in to register.



NEW HAMPSHIRE COASTAL RISK AND HAZARDS COMMISSION
(RSA 483-E)

February 7, 2017

Dan Chartrand, Chair
Exeter Board of Selectmen
10 Front Street
Exeter, NH 03833

SUBJECT: Transmittal of Final Report of the New Hampshire Coastal Risk and Hazards Commission

Dear Chair Chartrand:

It is my honor to present to you the enclosed final report of the New Hampshire Coastal Risk and Hazards Commission which was unanimously adopted on October 16, 2016. The report is the culmination of the work of a diverse and bipartisan 37 member Commission established in 2013 as RSA 483E, which included representatives from New Hampshire's 17 Atlantic Coast and Great Bay municipalities, State House and Senate, eight state agencies, the University of New Hampshire, two regional planning commissions, and several other stakeholders, including the real estate and insurance sectors.

The purpose of our work was to make recommendations as to how the state and coastal region can better prepare for projected increases in coastal flooding resulting from storm surge, sea level rise, and extreme precipitation. The report provides a summary of the current science behind the factors contributing to increased coastal flood risk as reported by the Commission's externally reviewed Science and Technical Advisory Committee; an initial review and assessment of assets likely to be affected; and guidance and specific recommendations about what we can do to better prepare for these changing conditions. Our recommendations are drawn from practical, prudent, and common sense approaches to the risks we face.

Perhaps our most important recommendation is to **start now** by making incremental changes in how we plan for, site, and build in areas that are or will become subject to coastal flooding. By starting early and carefully integrating these changes into ongoing new construction, reconstruction, and other actions, we can minimize the cost of adapting to greater flood risk, reduce future losses when flooding does occur, and, in doing so, help preserve the economic vitality of New Hampshire's coastal region. Failure to do so will waste a key asset we have at this moment: the time to prepare.

In order to ensure continued progress, the New Hampshire Department of Environmental Services (NHDES) Coastal Program and partners have secured funding from the National Oceanic and Atmospheric Administration to support municipal implementation of the Commission's recommendations as part of the *NH Setting SAIL* project. Project staff will be hosting kick-off workshops in the Atlantic Coast and Great Bay regions in spring 2017 and will be in touch with additional meeting details as they become available. For more information about the *NH Setting SAIL* project, please contact: Nathalie Morison of the NHDES Coastal Program at (603) 559-0029 or nathalie.morison@des.nh.gov.

In the meantime, we hope that you review the report, especially its guidelines, recommendations and suggested actions, and support their implementation whenever and wherever possible.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cliff Sinnott".

Cliff Sinnott, Chair
NH Coastal Risk and Hazards Commission