

**Exeter Board of Selectmen Meeting
Monday, March 13th, 2017, 6:50 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

1. Call Meeting to Order
2. Board Interviews – Water/Sewer Advisory Committee
3. Bid Award(s) – Wastewater Treatment Facility
4. Public Comment
5. Minutes & Proclamations
 - a. Proclamations/Recognitions
6. Approval of Minutes
 - a. February 27th, 2017
7. Appointments – Conservation Commission
8. Discussion/Action Items
 - a. EMS Warm Zone Equipment Grant – Fire Department
 - b. Master Plan Update – Town Planner
 - c. Third Reading – Chapter 14 Assigning Street Numbers and Names Ordinance
 - d. Road Closures Discussion
9. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Selectmen’s Committee Reports
 - e. Correspondence
10. Review Board Calendar
11. Non-Public Session
12. Adjournment

Daniel Chartrand, Chairman
Exeter Selectboard

Posted: 3/10/17 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



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

6:50
 3/13

**Statement of Interest
 Boards and Committee Membership**

Committee Selection: Water/Sewer Advisory Committee

New **Re-Appointment** **Regular** **Alternate**

Name: Kelly Warner **Email:** kellwarner@gmail.com
Address: 9 Haven Ln., Exeter **Phone:** 603-772-3313

Registered Voter: **Yes** **No**

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

I have a masters degree in analytical chemistry, and I teach chemistry at Noble High School in North Berwick, ME. Because of my chemistry background, I have an understanding of and interest in water quality issues such as TTHMs and nitrates. Also, I live in Jady Hill, so I have been aware of the town's inflow and infiltration issues for several years. My best friend and I have owned our house on Haven Lane for 7 years, and before that we rented a house on Jady Hill Ave. for three years or so, so I have lived in Exeter for about a decade now. Working so far away from Exeter, I don't feel as connected to the community as I would like to be, and I think that serving on this committee would be a way for me to be of service to the town and use some of my skills and interests in a practical way.

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: Kelly A. Warner **Date:** 2/24/17



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

MEMO

DATE: March 10, 2017

TO: Russell Dean, Town Manager

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

RE: Wastewater Treatment Facility Upgrades, Contract No. 1, Recommendation of Award

The bids received by the Town and opened at the Board of Selectmen meeting on February 27, 2017, from four prequalified contractors have been reviewed by Wright-Pierce Engineers and the Department. The tabulation of bids received and Wright-Pierce's letter of recommendation are attached.

As stated in the contract documents, basis for the award is the Total Bid, which is the Base Bid plus Bid Alternates A, B and C. The Department concurs with the recommendation to award the bid to Apex Construction, who submitted the lowest Total Bid in the amount of \$34,484,030.

This project is financed through a NHDES Clean Water State Revolving Fund loan totaling \$53,580,000 with 5% principal forgiveness. Subsequent contracts to complete the overall wastewater facility improvements for the Sewer Forcemains (Contract No. 2) and the Main Pumping Station (Contract No. 3) will be issued for bidding in the next several months. The engineering construction phase contract for professional services will be submitted for Board approval in the next few weeks. It is anticipated that contract award (signing) and preconstruction conference will take place before the deadline of April 30, 2017, as stipulated in the Administrative Order by Consent (AOC). In short, the project is on schedule and within budget.

[Suggested language for motion:

to award the Wastewater Treatment Facility Upgrades Contract No. 1 to Apex Construction in the amount of \$34,484,030 with conditions as set forth in the Notice of Intent prepared by Wright-Pierce and to authorize the Town Manager to sign said contract upon review and approval by NHDES.]

March 10, 2017
W-P Project No. 12883B

Mr. Michael Jeffers
Water & Sewer Managing Engineer
Public Works Department
13 Newfields Road
Exeter, NH 03833

Subject: Contract No. 1 – WWTF Upgrades
Bid Evaluation

Dear Mike:

We have completed our review of the construction bids that were received for the subject project on February 27, 2017. This letter represents a summary of our findings.

As summarized in our letter dated December 20, 2016, seven general contractors were pre-qualified to bid this project. Four of the pre-qualified general contractors submitted bids. A tabulation of the bids received is attached. The basis for award is Total Bid. Apex Construction submitted the low Total Bid of \$34,484,030. The second, third and fourth bids were approximately 1.3%, 2.6%, and 5.2% higher than Apex's bid, respectively. Apex's bid is approximately 7.3% less than the engineer's estimate for the project. These bids are evidence of competitive pricing and reasonable bids.

In reviewing the four bid packages, no deficiencies were noted and no mathematical errors were found. In reviewing the bid tabulation, it is evident that Apex's bid form included substantially lower bid prices for two of the unit price items (numbers 10 and 11) as compared to the other bidding contractors. Apex indicated verbally and in writing that they made an error in the bid unit price for Bid Item 10 and Bid Item 11 but that they want to honor their bid price. Apex's bonding company (Rowley Agency/ Berkley Surety Group) has indicated both verbally and in writing that they are fully aware of the Apex's bid form error and fully understand their obligations associated with any Performance and Payment Bonds provided to Apex. Given that the work associated with Bid Item 10 occurs early in the project, we recommend that the Town require a 110% Performance and Payment Bonds for the Contract. We have conferred with the Town and the Town's attorney on this matter and, while this error does present an imbalance in bid items, we have collectively concluded that the Town's interests are protected and that it is in the Town's interests to consider Apex the lowest responsible and responsive bid. Accordingly, we recommend that the Town award the project to Apex Construction.

Based on our discussions, it is our understanding that the Town anticipates awarding the Total Bid (i.e., the Base Bid as well as all Bid Alternates). We have attached a draft "notice of intent to award" letter for the Town's consideration. If the Town concurs with this recommendation, the notice of intent to award letter should be issued as soon as possible.

Mr. Michael Jeffers
March 10, 2017
Page 2 of 2



We are ready to assist you in submitting the necessary documentation to NHDES for approval, awarding the contract, requesting the required bonds and insurance information, and executing the Contract Documents.

If you have any questions, please do not hesitate to contact us.

Very truly yours,

WRIGHT-PIERCE

A handwritten signature in black ink, appearing to read 'E. Leonard', located below the firm name.

Edward J. Leonard, PE
Senior Project Manager

Attachments

- Bid Tabulation
- Draft Notice of Intent to Award Letter

CC: W-P File (12883B)

Exeter NH - WWTF Upgrades
 BID TAB
 12883B

2/27/2017, 7:00PM

Engineer's Estimate - \$37,000,000



BID QUANTITIES				BIDDER'S NAME							
				Apex Construction Somersworth, NH		Kinsman Corporation Hooksett, NH		Methuen Construction Plaistow, NH		Penta Corporation Moultonboro, NH	
ITEM	QTY.	UNIT	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID	
1	WWTF Upgrade Complete	1	LS	\$32,600,000	\$32,600,000	\$30,832,750	\$30,832,750	\$31,187,022	\$31,187,022	\$32,359,900	\$32,359,900
2	not used	-	-	-	-	-	-	-	-	-	-
3	Additional Compacted Granular Fill	500	CY	\$20	\$10,000	\$20	\$10,000	\$10	\$5,000	\$20	\$10,000
4	Additional Compacted Screened Stone	500	CY	\$25	\$12,500	\$25	\$12,500	\$10	\$5,000	\$25	\$12,500
5	not used	-	-	-	-	-	-	-	-	-	-
6	Additional Earthwork Excavation & Disposal	1000	CY	\$12	\$12,000	\$12	\$12,000	\$5	\$5,000	\$15	\$15,000
7A	Ledge Excavation & Disposal - Building	900	CY	\$50	\$45,000	\$50	\$45,000	\$40	\$36,000	\$40	\$36,000
7B	Ledge Excavation & Disposal - Heavy	8000	CY	\$50	\$400,000	\$50	\$400,000	\$40	\$320,000	\$40	\$320,000
8	Additional "Normal Duty" Pavement	500	SF	\$6	\$3,000	\$6	\$3,000	\$10	\$5,000	\$5	\$2,500
9	Crack Repairs in Existing Concrete Tanks	500	LF	\$30	\$15,000	\$60	\$30,000	\$50	\$25,000	\$50	\$25,000
10	Sludge Excavation from Sludge Storage Lagoon and Disposal Off-Site	23710	WT	\$18	\$426,780	\$105	\$2,489,550	\$108	\$2,560,680	\$100	\$2,371,000
11	Sludge Pumping from Lagoons 2 and 3 to Lagoon 1	1030	DT	\$25	\$25,750	\$250	\$257,500	\$275	\$283,250	\$230	\$236,900
12	Utility Allowance (Electric and Gas Services)	1	ALLOW	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
13	Wedeco Ultraviolet Disinfection Equipment and Manufacturer's Services	1	ALLOW	\$355,000	\$355,000	\$355,000	\$355,000	\$355,000	\$355,000	\$355,000	\$355,000
14	not used	-	-	-	-	-	-	-	-	-	-
TOTAL BASE BID AMOUNT ITEMS (1 THROUGH 14)					\$33,960,030		\$34,502,300		\$34,841,952		\$35,798,800
15	Bid Alternate A - ADD Septage Buidling, Forcemain and Appurtenances	1	LS	\$380,000	\$380,000	\$310,600	\$310,600	\$400,000	\$400,000	\$450,000	\$450,000
16	Bid Alternate B - ADD Snow Dump Area	1	LS	\$130,000	\$130,000	\$125,000	\$125,000	\$120,000	\$120,000	\$20,000	\$20,000
17	Bid Alternate C - ADD Cost for Gorman-Rupp Self-Priming Pumps, No Equal	1	LS	\$14,000	\$14,000	\$2,100	\$2,100	\$10,000	\$10,000	\$2,000	\$2,000
TOTAL BID AMOUNT ITEMS (1 THROUGH 17)					\$34,484,030		\$34,940,000		\$35,371,952		\$36,270,800

DRAFT

March __, 2017

Mr. Jeffrey Todd
Apex Construction, Inc.
361 Route 108 Unit 1
Somersworth, NH 03878

Subject: Contract No. 1 – WWTF Upgrades
Notice of Intent to Award

Dear Mr. Todd:

It is the intention of the Town of Exeter to award a contract for the above referenced project to Apex Construction, Inc. for its bid received on February 27, 2017. The intended award amount will be the Total Bid (\$34,484,030.00).

Award of this contract is contingent upon review and approval by the New Hampshire Department of Environmental Services (NHDES) of your bid, documentation of compliance with the Disadvantaged Business Enterprises regulations, Federal Provisions and Certifications, as well as approval to award the contract.

The parties are in agreement that the unit prices Apex provided for Bid Items 10 and 11 do not include the cost to transport and dispose of the removed sludge. Apex warrants that the omission was accidental and that the omitted costs are not included elsewhere in Items 1-17, inclusive. However, Apex further agrees and warrants that Apex alone, not the Town or the Town's engineers, will be responsible for any per unit costs which are incurred over and above the erroneous per unit costs provided in the bid response.

Please forward the following information to Wright-Pierce by March 17, 2017 in support of the Town's request for approval to award package to NHDES:

- Executed "Certification of Non-Segregated Facilities" (refer to Supplemental Conditions, page D-5.1)
- Documentation of compliance with Disadvantage Business Enterprise regulations, including good faith efforts during the bidding period (refer to Supplemental Conditions, Section D-6).
- Confirmation from bonding company that 110% Performance and Payment Bonds shall be provided.

Please feel free to contact me or Ed Leonard, of Wright-Pierce, if you have any questions regarding this notice.

Very truly yours,
Name
Title

CC: Michael Jeffers – Town of Exeter
Daniel Dudley, PE – NHDES
Dennis Greene, PE – NHDES
Edward Leonard, PE – Wright-Pierce

Appointments – March 13th, 2017

Conservation Commission – Marie Richey, Alternate Member, term to expire 4/30/18

Appointment note:

Barry Sandberg, Housing Advisory Committee, move to realtor spot on committee.

Nancy Belanger, from BOS rep to at large member.

Draft Minutes

Exeter Board of Selectman

February 27, 2017

1. **Call Meeting to Order**

Chairman Dan Chartrand called the meeting to order at 6:00 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. **Non Public Session**. Selectwoman Belanger motioned to enter into non public session under RSA 91-A 3 2 a and c. Selectwoman Gilman seconded. Roll call vote: Clement aye, Gilman aye, Chartrand aye, Surman aye, Belanger aye. Selectwoman Belanger moved to emerge from non public session. Selectwoman Gilman seconded. Roll call vote: Clement aye, Gilman aye, Chartrand aye, Surman aye, Belanger aye. The board emerged from non public session at 6:45 p.m..
3. **Board Interviews** – The Board interviewed Marie Richey for an alternate member vacancy on the Conservation Commission. Selectman Clement commented on Ms. Richey’s excellent background in environmental services. The Board thanked Ms. Richey for her interest and will take up her appointment at the next meeting.

Chairman Chartrand informed the audience the board had just come out of a non public session for the town manager’s evaluation, and an interview with a resident for a position on the Conservation Commission. He proceeded to regular business.

4. **Bid Opening – Wastewater Treatment Facility**

Chairman Chartrand said we are opening bids today for the largest project that Exeter has ever approved. It is a historic project for the town. Selectman Chartrand asked for help from the consultant on reading the bids after Selectman Chartrand read them. Selectman Clement and Selectwoman Gilman had concerns about having help on this as the Selectman are supposed to open the bids so it was decided he would not help read the bids.

- Apex Construction Inc. Somersworth NH: \$34,840,030
- Methuen Construction, Plaistow NH: \$35,371,952
- Kinsman Corporation, Hooksett NH: \$34,940,000
- Penta Corporation, Moultonborough NH: \$36,270,800

Selectman Clement asked if the construction plan included the main pump station work and it was confirmed it does not. It’s only the treatment plant site.

MOTION: Selectman Clement moved to send the bids to the DPW, town manager and lead consultant for review. Selectwoman Surman seconded. The motion passed unanimously.

5. **Public Comment**

Lionel Ingram, 7 Riverwoods Drive: Over the past year, he has mentioned the idea of creating an honorary position for town historian and to appoint Barbara Rimkunas to the position. They are putting

together a master plan, they preserve what they can see but not what they cannot. He asks the board to consider creating this position and appointing Barbara to this position. Selectman Clement asked if the Board would like to ask Mr. Dean to research if other towns have a town historian and what that will detail. Selectwoman Gilman has not heard of this type of position previously but that's not saying it's not done.

MOTION: Selectman Clement moved to ask Mr. Dean or his designee to research the position of town historian in other NH municipalities, Selectwoman Belanger seconded. The motion passed 4-0-1. Selectman Chartrand abstained.

6. Minutes and Proclamations

There were no proclamations.

7. Approval of Minutes

February 20, 2017: Selectwoman Gilman on page 6, second line. Should read historical commission instead of historic district commission. Selectman Clement said on page 6, under correspondence should read CEDs instead of SEDs.

MOTION: Selectman Gilman moved to accept the February 20 minutes as amended. Selectwoman Belanger seconded. The motion passed unanimously.

8. Appointments

Dave Sharples the Planning Director has done well attending most of these meetings but they need to appoint the representative for July 1, 2017 to June 30, 2020 and to name an alternate. Mr. Dean is currently serving as the alternate.

MOTION: Selectman Clement moved to appoint Dave Sharples as the representative to the technical advisory committee of the Rockingham metropolitan planning organization for a period of 3 years. Selectwoman Belanger seconded. The motion passed unanimously.

MOTION: Selectman Clement moved to appoint Russ Dean as the representative to the technical advisory committee of the Rockingham metropolitan planning organization for a period of 3 years. Selectwoman Belanger seconded. The motion passed unanimously.

7. Discussion Action/Items

a. Great Bay Kids Company re: Interest Waiver

Joe Lessard before the Board. Great Bay Kids paid their tax bills except the interest for the first issue. They have requested that interest be waived or abated. Selectman Chartrand recalled that when this issue was brought up previously they were urged to work with the town counsel and the town assessor on this issue, and if so the Board offered to entertain the idea of waiving this and if he felt they were working with him on it. It was confirmed that they were working with them as requested. It was expected that all the organization they were working with would be done by spring and they should have finalized their status by then. Katelyn Dennis indicated they are following due process of working with the assessors and hope to come to an agreement. The tax bill was a hardship on their organization, and they request that since they are working with the town that they save them the interest from their tax bill. Selectman Clement asked if this was the 2016 tax bill, and it was confirmed that yes this was the

2016 bill. Selectman Clement that if they were going to abate this, he would like it to be clear in the motion. He does not want others who have not paid their total tax bill to think they have an avenue to waive the interest on their own bills.

MOTION: Selectman Clement moved to grant the abate for map 62 lot 112 in the amount \$1,033.69 the reason for this at the time this parcel was appealing for non-tax status, Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectman Clement moved to grant the abatement for map 62 lot 113 in the amount \$107.33 the reason for this at the time this parcel was appealing for non-tax status, Selectwoman Belanger seconded. The motion passed unanimously.

b. Quarterly Financial Report-Finance Department

Doreen Ravell, Finance Director appeared before the Board. A comprehensive report was in the Board's packet. They are in the process of booking entries for transfer of funds for the Kingston Road project. That information has been highlighted. The report had good news, there has been an increase in revenue across multiple areas. Selectman Clement had many questions and would discuss with the finance department later. His general question was about the property tax revenues are down \$217,000. He does not understand this, because the assessed values went up. It was explained that they don't report on school's portion, etc. they are only report on the town portion. Selectman Chartrand said he heard the police were now fully staffed, and it was confirmed that they were. They are seeing a decrease because new people come in at a lower step and there have been some retirements. Selectman Chartrand asked what they normally budgeted for snow removal. Mr. Dean said they budgeted around this year \$281,960. Selectman Clement has been monitoring the permit fees for hazardous waste construction disposal. They are losing money here; the expenditures are outstripping the revenue. He thinks it's time to have a review on this. This has not been done in several years and it may be time to investigate this. Selectman Clement asked when they would sign a new contract for fuel. Mr. Dean cannot remember this date off the top of his head, but he would confirm this. Selectman Clement asked about water treatment expenses decreases, he wanted to know if they could assume if this was a reflection on the ground water treatment plant coming online. Mr. Dean said the short answer is yes, but it was a unique year due to the drought. How the trends continue is anyone's guess.

c. Second Reading – Chapter 14 Assigning Street Numbers and Names Ordinance

Mr. Dean explained the first reading was at the last meeting, to reiterate his is to address issue with street names in Exeter and have consistency going forward. Assistant Fire Chief appeared before the Board. Selectwoman Gilman said one of the things under street naming, 14.01.2D highway right of way streets will not include first or last names. It was explained that this is to avoid confusion, for example Gilman Lane and Gilman Street. The state has guidelines on not using living politicians or resident's names. The third reading will be two weeks from tonight.

d. Re-establish River Study Committee as River Advisory Committee

MOTION: Selectwoman Belanger moved to reconstitute the Exeter River Study Committee as the River Advisory Committee. Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Belanger moved the Selectboard approve the charge 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 Selectman 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. Selectwoman Gilman seconded. The motion passed unanimously.

MOITON: Selectman Belanger moved to approve 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

Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectman Belanger moved to approve two non-voting members as follows:

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

Selectwoman Surman seconded. The motion passed unanimously.

Selectwoman Gilman said the charge was missing the ex-officio designation and this needed to be included. A patch would be presented for the next meeting.

e. Letter from Rockingham County re: Billing Changes

Mr. Dean explained that this bill, HB144 gained traction about 4 weeks ago. Discussion indicated that they would prefer to do a twice a year billing instead of once a year as it is currently done. The issue is they want to do it in June and November which is generally the lowest income time of the year for the town. The state would like to switch to using the fiscal year instead of calendar year and this would start to follow that. There is a meeting in March, and Mr. Dean said they plan to attend this meeting. At this stage they are trying to get the word out, and figure out what the potential impact is on Exeter. Selectwoman Gilman said it sounds like a good idea on the face of it, but there is concern about how it would affect towns and cities but it is still expected to pass. Mr. Dean said they are in the process of analyzing if they would have to issue a TAN because of this.

9. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

MOTION: Selectwoman Belanger moved to approve veterans credits in the amount of \$500 for 87/8/D-1, 74/103, 83/10, 65/102/8. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to grant abatements for 72/175, \$800.32. Selectwoman Surman seconded. The motion passed 3-0-2. Selectman Clement and Selectwoman Surman abstained.

MOTION: Selectwoman Belanger moved to approve the abatement for lot 72/222/2 for \$9,664.19, The motion passed 3-0-2. Selectman Clement and Selectwoman Surman abstained.

Selectwoman Surman said this abatement is very large and it would have been great to have more information on this one.

MOTION: Selectwoman Belanger moved to rescind abatement for lot 72/222/2 for \$9,664.19. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve the abatement for 72/222/2 in the amount of \$9,664.19. Selectwoman Gilman seconded. The motion passed 3-0-2. Selectman Clement and Selectwoman Surman abstained.

MOTION: Selectwoman Belanger moved to approve 73/28 \$1088.96, Selectwoman Gilman seconded. The motion passed 3-0-2. Selectman Clement and Selectwoman Surman abstained.

MOTION: Selectwoman Belanger moved to approve elderly exemptions for 104/79/119 in the amount of \$152,251. Selectwoman Gilman seconded. The motion passed 3-0-2. Selectman Clement and Selectwoman Surman abstained.

MOTION: Selectwoman Belanger moved to approve elderly exception for 65/102/8 in the amount of \$183,751, Selectwoman Gilman seconded. The motion passed 3-0-2. Selectman Clement and Selectwoman Surman abstained.

Mr. Clement said abatement requests always had the information available prior to the meeting so they could have background on why this abatement is requested. He would like to have the ability to have all this information. Without it he cannot vote on these issues. Joe with each suggested abatement there is a short memo on what the issues were and what they found.

b. Permits & Approvals

MOTION: Selectwoman Belanger moved to approve application for town hall main floor for Trisha Tidd for the Miss Exeter Scholarship program to be held on May 13 from 2-4PM. Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve application for use of the Nowak room for Trisha Tidd for the Miss Exeter Scholarship program for interview on May 13th between the hours of 12-2PM. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve application for use of town hall facilities, band stand, parking my Charles McDougall for the brass band Mondays in July 7-9PM. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve application for town hall facilities, band stand, parking for Scott Ruffner for TEAM for Exeter Arts and Music fest May 19 for the banstand and May 20 for town hall 6-10PM. Selectwoman Gilman seconded. The motion passed unanimously.

Selectman Chartrand said that Selectman Clement requested the use of the Nowak room for candidate's forum this Thursday evening, March 2. Selectman Clement said he was approached by the Exeter Newsletter about a candidates' debate so Next Stop Exeter said they would sponsor one. They are trying to organize one and use the equipment for channel 98. Selectwoman Belanger asked if all candidates have been reached out to. Selectman Clement said he did not know he was just asked to submit an application to reserve the room. Selectwoman Gilman said the equipment was at the high school to record this, and Selectman Clement said it's portable. Selectman Chartrand is dubious about this, as several candidates were just told about this yesterday. He does not feel this gives them all enough time to be prepared. He has questions about the format and how this will be publicized. Selectman Chartrand doesn't feel they can put the town on this, but if they want to use the facility and the room. He would have to vote no on this. Selectman Clement said he felt it would be great to get all the candidates together, he felt the questions being asked were not important to granting the use of the room. Selectwoman Surman said that previously this room was used previously, and any grass-roots efforts to get this going is great. She feels this is getting more scrutiny than other applications would. Selectwoman Surman did note she is a candidate in this election. Selectwoman Belanger said the problem for her is not knowing why someone from the organization putting it together would not submit the application and why it was one of the Selectman submitting it. Selectman Chartrand felt that previously forums were planned well in advance, they knew who the moderator would be and it was well publicized. Selectwoman Gilman has applied on behalf of other organizations in the past and having different contact information doesn't bother her. She understands why some are uncomfortable but as for application for use of town facility she has nothing here to tell her not to approve it. Mr. Dean asked if this was a town sponsored event or not, for the insurance liability. Selectwoman Gilman asked if since it was Mr. Clement who requested it, he should recuse and since Selectwoman Surman would have to recuse since she is a candidate. Selectwoman Surman requested that they look at the application like any others.

MOTION: Selectman Chartrand moved to grant the use of the town hall instead of Nowak room, Selectwoman Gilman seconded. The motion failed 1-2-2 Selectwoman Gilman and Selectwoman Belanger were in the nay. Selectman Clement and Selectwoman Surman abstained.

Selectwoman Gilman did not feel they could move anyone around. Selectman Chartrand felt that other applications had much more vetting for candidates forums. Selectwoman Gilman said that too much is being read into this.

MOTION Selectwoman Gilman moved to approve the use of the Nowak Room and would like proof of the non profit status. Selectwoman Gilman withdrew her motion.

Mr. Dean said if they turn out not to be nonprofit he didn't want to have to rush the Board back before Thursday. Discussion ensued on this application.

MOTION: Selectwoman Gilman moved to approve the use of Nowak Room on March 2 from 6:30-9PM provided that proof of nonprofit status is provided to town managers office or payment of fee and that they supply certificate of insurance prior to the event. Selectwoman Belanger seconded. The motion passed 2-1-2. Selectman Chartrand voted in nay. Selectman Clement and Selectwoman Surman abstained.

c. Town Managers Report

They are working on issue on voting equipment; they have a bit of a hold on buying the equipment because they have had some back and forth discussions with the state on the ballot. They involve coding the ballot and they are working with all the stake holders and trying their best to see what they can do. The masterplan steering committee will meet March 9 at 8:00AM. Mr. Dean wanted to Thank the Police Department for working with Stratham on finding the missing girl last week. Public Works is out filling pot holes every day. Sidewalks in downtown a few sections are heaving. Highway Superintendent is watching the affected areas and they are planning a site walk with John Bell on the problem areas. The consultants working on the master plan are asking the Selectboard as a focus group. In a couple weeks they will talk to Selectman about the number of road closures they are seeing increase in requests for road closures around the bandstand. Selectman Clement asked if it was just road closures at the band stand or in general. It was confirmed that it was comprehensive.

d. Selectboard Committee Reports

Selectman Clement said the Planning Board met last week on the preliminary meeting for a 55+ project. Selectwoman Belanger said the housing committee should have a report soon. They did notice that one of the members is listed wrong on the website. He's listed as a citizen but he should be a realtor position. Selectman Clement asked when the report is finalized will it be coming to the Selectmen. It was confirmed it would be.

e. Correspondence

- Letter from State of NH Department of Safety on a survey
- Letter from Comcast about channel changes
- Email from assistant director on parks and recreation on a red sox and royals bus trip on July 28.
- NH Municipal Association Bulletin
- NH Coastal Risk and Hazard Commission Letter transmitting final Sea Rise Report.

10. Review Board Calendar

Next meeting is March 13 at 7PM.

11. Non Public Session

Selectwoman Belanger move to go into nonpublic session under RSA 191.A3.2E. Selectwoman Surman seconded. Selectwoman Clement ay, Selectwoman Gilman aye, Selectman Chartrand aye, Selectwoman Surman aye, Selectwoman Belanger aye. The motion passed with a unanimous roll call vote. The board entered non public session at 9:45 p.m..

The board emerged from non public session.

12. Adjournment

Selectman Clement moved to adjourn, seconded by Selectwoman Gilman. The board stood adjourned at 10:00 p.m..

Respectfully Submitted,

Jennifer Dionne, Recording Secretary

State of New Hampshire

JOHN J. BARTHELMES
COMMISSIONER OF SAFETY



RICHARD C. BAILEY, JR.
ROBERT L. QUINN
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 1-800-735-2984

February 1, 2017

Asst. Chief Justin Pizon
Town of Exeter, Fire Dept
20 Court Street
Exeter, NH 03833

Re: 2016 Homeland Security Grant Program Award – EMS Warm Zone Equipment

Dear Asst. Chief Pizon,

It is my pleasure to inform you that upon review of your 2016 Homeland Security Grant Application, the Town of Exeter Fire Department has been awarded \$6,000. These funds are awarded under the State Homeland Security Program (SHSP) portion of the 2016 Homeland Security Grant Program (HSGP) for the purchase of the equipment listed on the attached Approved Item Checklist.

These grant awards are subject to federal program requirements and special conditions. Enclosed are your Sub-Recipient Information Reporting Form, federal grant terms and conditions, special conditions requirements, lobbying certification, and acceptance of audit requirement forms. All signature forms must be returned to the Grants Management Unit within fifteen (15) days of the date of this letter. Special conditions requirements must be responded to within thirty (30) days of the date of this letter. Failure to meet these requirements will result in a delay in reimbursement or cancellation of your grant award.

We, at the Department of Safety, look forward to this opportunity to work diligently with local first responders, public safety officials, and other local and state officials and agencies to prepare and protect our citizens. It is our hope that we will never have to apply these skills, or use this equipment; however, we will work together to ensure that our ability to do so will be keen.

Sincerely,

Pam Ulean-Mari, Grants Administrator
John J. Barthelmes
Commissioner



Exeter Master Plan Update Public Workshop January 25, 2017

Introduction

A public workshop for the Exeter Master Plan update was held on January 25, 2017 at the Exeter High School from 7 pm to 9 pm. The purpose of the workshop was to understand what the community feels makes Exeter a great place to live and work, and how they would like to see the town in 10 to 20 years.

The evening was organized around small group discussions. After a brief introductory presentation, groups discussed three questions:

1. What is something positive happening in Exeter and why is it positive?
2. What has potential in Exeter but needs improvement? What are some of those improvements?
3. How would you like to see Exeter in the future? What are the opportunities and challenges to making that happen?

Participants were given broad direction for their responses, and were encouraged to include programs, projects, areas of town, or local policies. Because it was anticipated that an individual would not be able to talk about all their ideas that night, Participant Worksheets were provided to write down ideas that might not be discussed with the group. Worksheets were collected at the end of the evening.

For questions 2 and 3 above, prioritization techniques (dot voting) focused the discussion of each table. Participants voted on areas of improvement that should be short-term action items. They then voted on the top one big idea for Exeter's future from the table, and brainstormed its challenges and opportunities.

Approximately 200 people attended the workshop and participated in 18 small group discussions.

Discussions and Outcomes

As noted above, each participant was given the opportunity to write down all their answers to the posed questions. Discussion at each table was limited to each participant providing one idea from their overall list. This summary of the public input is provided in two ways: 1) the conversation that occurred at the table and how it was documented on a flip chart or worksheet (noted as the "master" for groups that did not have a flip chart); and 2) summary of all responses on the worksheets.

A wide range of topics and ideas were provided on the worksheets and were organized under the following themes (presented in no particular order):

Historic and Cultural Resources: Ideas that focused on the historic character of Exeter, arts and cultural resources, and the Philip Exeter Academy as both an historic and cultural asset.

Affordability: Ideas that focused on housing options, the cost of housing, and the general affordability of living in Exeter.

Lincoln Street/Train Station: Ideas that focused on Amtrak's Downeaster service, the train station, area surrounding the train station along Lincoln Street, and the connections between the train station and Downtown.

Downtown and the Waterfront: Ideas that focused on Downtown, specifically commercial activities, parking, walkability, traffic, and aesthetics. Ideas also included access to the waterfront, connections to the waterfront from Downtown, and removal of the dam.

Recreation and Public Health: Ideas that focused on recreational opportunities offered through the Parks and Recreation Department and the YMCA as well as ways to be active to improve overall public health.

Economic Development: Ideas that focused on general business support and development (including actions for both the Town and the Chamber of Commerce), development along corridors such as Epping Road and Portsmouth Avenue, and tourism.

Municipal Services and Operations: Ideas that focused on municipal infrastructure (roads, water, wastewater), services (schools, library, police, fire), and overall municipal administration and operations (taxes, transparency, boards and commissions).

Land Development: Ideas that focused on general land development approaches, including land uses, land conservation (parks, trails, green space), economic development (corridors), and development density.

Social Networks: Ideas that focused on community events, civic engagement, diversity, safety, and making connections among residents.

Mobility: Ideas that focused on town-wide issues associated with traffic, walking, biking, and public transportation.

Sustainability: Ideas that focused on energy conservation, renewable energy, and being more environmental friendly.

It should be noted that these themes are not mutually exclusive and ideas will typically overlap topics and would fall under more than one theme. Given the large volume of input, summaries provided in this report offer highlights from commonly expressed ideas. All responses will be considered as the Town updates the Master Plan. The full listing of worksheet responses is provided as an attachment to this summary.

Question 1: What is something positive happening in Exeter?

Summary of Tables

Participants provided one answer each on what they felt was something positive happening in Exeter and responses reflected the summary of Participant Worksheets provided below.

Summary of Worksheets

Participants saw the most positive aspects of Exeter in the Downtown and Waterfront, Social Networks, Land Development, and Municipal Actions. Overall, participants love the walkability of Downtown; its historic architecture that maintains its traditional New England town feel; small, independent shops and restaurants; and the growing number of places to live nearby. Participants are generally happy with recent new investments, both public (streets and sidewalks) and private (new businesses), which will draw people to the area. Town offices and departments located in the Downtown make them accessible. The dam removal project has also been a positive aspect of the area and it has ignited new interest in the Squamscott River, recognizing its social, economic, and environmental benefits.

Many see positive aspects in the Social Networks of Exeter. There are many successful community-organized events (Farmers Market, Christmas activities, UFO Festival, Beer and Chili Festival, movie night) that bring people together. The Swasey Parkway is popular and many feel more community events can happen there. Participants feel that there is a lot of citizen participation in local government and community leaders are providing opportunities to hear their voices. Exeter's small town feel supports local community pride, people are friendly, and it's safe.

Under Land Development, the abundance of conservation land, trails, and parks in town is positive and contributes to their quality of life as well as bringing visitors into town. Some participants expressed support for the balance that is happening between new economic development efforts and protecting important habitat. New commercial development can bring in revenue to lessen the burden of residential property taxes. Participants are also hoping for more sustainable development practices along Epping Road and Portsmouth Avenue to limit sprawl and adverse impacts on natural resources.

Under Municipal Actions, participants are happy with the quality of municipal services and facilities. As mentioned above, sidewalk and roadway improvements in Downtown are positive investments. The library is widely supported; schools are considered high quality and the Seacoast School of Technology provides students with valuable skills and experience; and police and fire departments are responsive. Town offices work efficiently and are easily accessible in the Downtown. The Parks and Recreation Department is also recognized for its affordable and accessible programming offered throughout the year.

Some responses to... What is something positive happening in Exeter?

The removal of the dam is a very positive recent event in Exeter. Doing so will increase the intensity of the Squamscott River. High quality natural resources not only provide benefits for nature, but provide benefits to Exeter residents (e.g. flood storage, aesthetics, water quality, and many more!)

The improvements to the sidewalks and streets downtown are a great quality to attracting people to come visit.

Downtown seems to be growing more friendly and reaching out to more diverse businesses, restaurants, stores to make it more attractive to both families and surrounding communities.

I care deeply about preserving as much undeveloped land as possible and I'm heartened that others feel the same.

Balanced development between residential/commercial.

Increased businesses/improvements on Epping Road corridor - that area was lacking and looked bad - now starting to build up and is a nicer entrance into town.

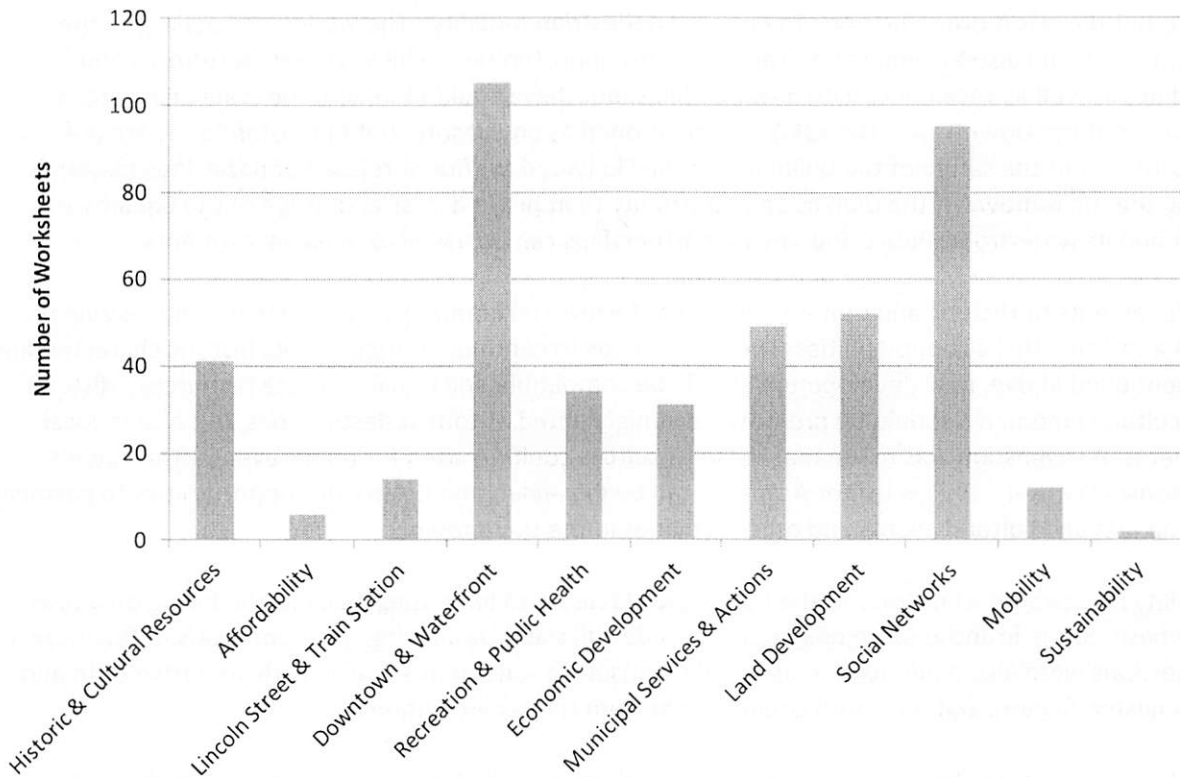
People are using our outdoor spaces, this is positive because people are coming from within town and out of town to use them.

Good public schools that teach both academic and social skills (attractive to young families).

Excellent library service options for multi-generations

Tech high school - training in "trades" - what our high school students need to obtain employment

The following bar chart provides a look at how many worksheets focused on a particular theme in the opening discussion.



Question 2: What has potential in Exeter but needs improvement?

Summary of Tables

Participants were asked what in Exeter has potential but needs improvements. Some tables did not rank their ideas, but for those that did, the following were the top ideas at each table (received the most dot votes):

- IOKA – The symbol needs protection. Further deterioration will make it unusable.
- Downtown parking – People have a hard time finding spaces and it is also a problem for merchants and employees. Is a parking garage the answer?
- Water treatment – Water for new housing is not meeting EPA standards.
- Recreation Department – Their facilities need improvement, including a pool.
- Traffic patterns Downtown – Problems particularly at the intersections, including the Bandstand, Linden Street, Front Street, and Pine Street.
- Lincoln Street at the train station – Potential for revitalization as an economic development corridor.
- Economic development – Embrace the idea and create better development in commercial zones, specifically Holland Way, Portsmouth Avenue, and Epping Road.
- Water Supply - Address drinking water quality and meet EPA standards

Summary of Participant Worksheets

In the participant worksheets, need for improvement in Exeter focused around the Downtown and Waterfront, Historic and Cultural Resources, Mobility, and Municipal Actions. In the Downtown, participants talked about improving traffic flow and the need for parking, several asking about the

feasibility of a parking garage. Many thought current improvements to sidewalks and crosswalks were great, but there is more to be done to enhance pedestrian mobility. The vitality and activity in the Downtown could also be enhanced. There are also opportunities to fill in vacant storefronts and buildings as well as vacant lots with new buildings, but they should fit in with the scale and historic character of the Downtown. The IOKA was mentioned as an eyesore, but has potential. There are concerns about the safety of the building and the likelihood for fire or release of hazardous materials. Many see the removal of the dam as an opportunity to improve access and usage of the Squamscott River and its waterfront. Public and private partnerships can be a way to make investments.

Improvements to Historic and Cultural Resources focused on creating an arts district, emphasizing the IOKA and Town Hall as opportunities. The Town needs to continue to maintain its historic character, and as mentioned above, new development should be compatible and enhance these resources. Historic and cultural landmarks should be promoted and highlighted as tourist destinations, but also to local residents. A suggestion was made that these resources could be used for public events. The Town's relationship with the Philips Exeter Academy can be expanded and it can offer opportunities to partner around arts and cultural events and other activities in the Downtown.

Mobility improvements outside of the Downtown focused on increasing walking and biking on a town-wide basis. Some propose more neighborhood sidewalks and connecting neighborhoods to Downtown. Suggestions were also made to increase public transportation options, particularly to Portsmouth and Manchester. Seniors and the youth could benefit from these new options.

Finally, improvements to Municipal Actions focused on municipal services. More support should be given to the library. The need for improved drinking water treatment was also highlighted. The Town could also improve transparency through better reporting of government activities. The process of trash collection and use of the blue bags could also be better. Many cited current improvements made to local roads, and this should continue throughout town.

Some responses to... What has potential in Exeter but needs improvement?

Walkability is getting there but needs to keep growing

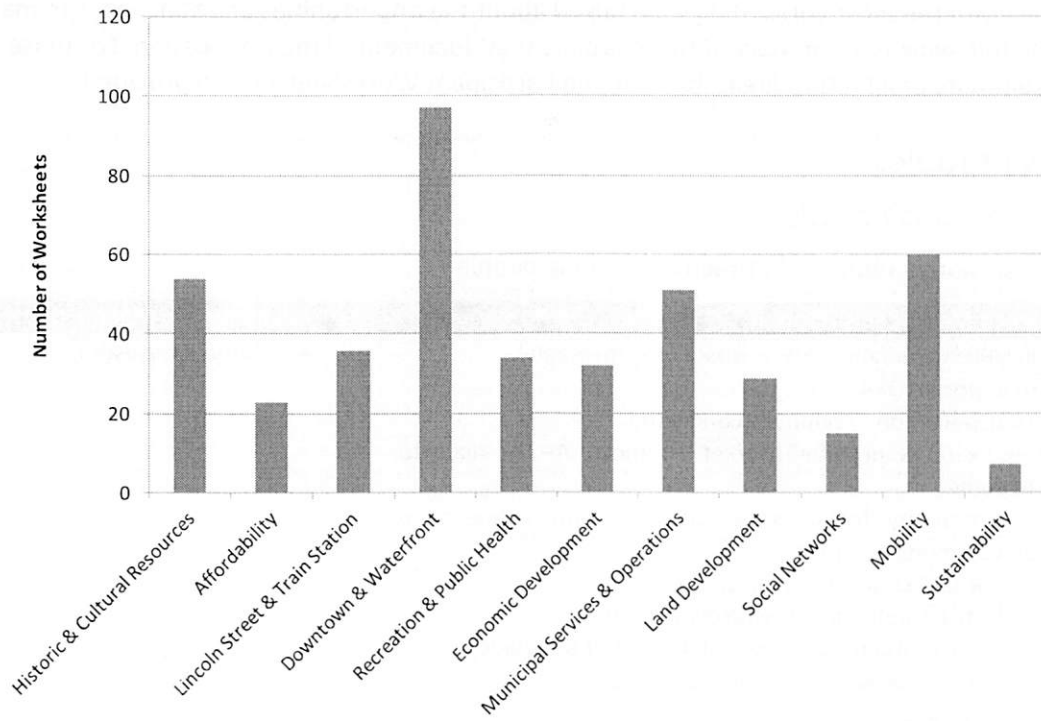
Fill in missing teeth in the downtown - vacant lots should be filled with new buildings that are sensitive to the scale and architectural character of the downtown.

I'd love to see more restaurants and bars that will attract young people to come to Exeter as a destination. For example, maybe more restaurants with outdoor seating? Keep building a vibrant downtown area - eventually I'd love to see a pedestrian walkway (like in Burlington or Montreal) making Exeter a really desirable destination. Lincoln Street, on the road behind Lexies' by the Handkerchief factory, might make a cool spot.

Create better connection to other sections of town. Multiple ways to travel through town.

It would be nice if there were road improvements that coincide with utilities improvement (i.e. Winter Street)

The following bar chart provides a look at how many worksheets focused on a particular theme for the second question.



Question 3: How would you like to see Exeter in the Future?

As a round-robin in their small group discussions, participants each provided their idea for Exeter's future. The group voted on the one that resonated the most to them from the list generated. For the idea that received the most votes, the group talked about the opportunities and challenges to making it happen. The following is a summary of those groups that documented their discussion. For those that did not, a summary of all future ideas listed on the Participant Worksheets is also provided.

Summary of Tables

Attracting Young People

Making Exeter more vibrant and attractive to young people

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Marketing/PR "destination city" - what is the message? ▪ Grants to improve IOKA ▪ Robust transportation - regionally connected ▪ What does Exeter want to be? Market? Promote? Are we ready for people to come? ▪ Build on "community" feel of Exeter; safe community in messaging ▪ Build true community center ▪ Increase affordable housing; walk to town ▪ Create pedestrian zone downtown/town space ▪ Better use of Town Hall; programs; full-time staff to develop ▪ Develop mixed use areas (i.e. housing over shops) ▪ Focus on the downtown ▪ Valuable to local economy and Epping Road development 	<ul style="list-style-type: none"> ▪ None were listed.

Synergistic Development

Balance between development and conservation

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Develop spaces that are currently not used for the arts, music, dining ▪ Lincoln Street development ▪ Handkerchief Factory ▪ IOKA ▪ Al Rose ▪ Brad's auto body ▪ Empty lot across from post office ▪ Protected green space ▪ Protect conservation land (Fort Rocks, Oakland's) ▪ Dean property ▪ Rose farm ▪ Gilman Park ▪ King Property ▪ Colcord Pond ▪ Old football fields (near YMCA) 	<ul style="list-style-type: none"> ▪ Parking ▪ Money ▪ Politics and political views ▪ Zoning

Lincoln Street Improvements

Opportunities to Making this Happen

- Streetscape: Signage and landscaping
- Sidewalks: improve materials, provide parking in front of stores, reduce crosswalk width
- Create signage and visual cues to allow for pedestrians
- Work collaboratively with available resources in the area, use of Lincoln Street School for parking

Challenges to Making this Happen

- None were listed.

Village Character, Responsible Growth, Access

Opportunities to Making this Happen

- New businesses
- How to discourage driving - Design? Access? Amenities?
- Incentivize mode sharing
- Case studies
- Evaluate regulations
- Find areas to build up
- Increase community involvement and discussion - better communication around development -transparency
- Identify what to preserve and what to build upon
- Create a regular community discussion (outside of town meetings) to keep awareness, provide education

Challenges to Making this Happen

- Do [new businesses] fit it?
- Taxes - we need a non-residential tax contribution
- Can residents be incentivized to give?
- Grants

Recreational Opportunities

Expanded and Improved Recreation Opportunities

Opportunities to Making this Happen

- Between Y and Town collaboration
- Expand active adult activities through Parks and Recreation
- More physically active opp.
- Opportunity for use of open tracts for recreational
- Outdoor education with Conservation Commission in collaboration with Parks and Recreation
- Expanding the pool for adult use - extended or special hours

Challenges to Making this Happen

- Space for expanded activity
- Funding - short sited
- Engaging other participants/stakeholders

Improve Recreation Department and Facilities (including indoor pool)

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Space available ▪ Have demand (private leagues) ▪ Community support ▪ Small size of community makes the scale easier ▪ Income - rent fields and buildings ▪ Attracts people to live in multi-family housing that exists 	<ul style="list-style-type: none"> ▪ Plan for expansion denied due to cost ▪ Many fiscal challenges and already high property taxes ▪ Other priorities higher (schools...) ▪ Recent big project expenses ▪ Enough space? ▪ Aging population - will they see the need? ▪ PEA - community disconnect ▪ Not modern sign up process (stuck in an old structure), whole process and office disorganized - camp sign up ▪ Toilets

Tour Boat along River to Great Bay

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Tourists ▪ Greater spiritual development ▪ Educational development ▪ Job opportunities ▪ Connection of community ▪ Inter community solidarity ▪ Coastal lodging opportunities ▪ Better Alewife festival ▪ Decrease traffic to river 	<ul style="list-style-type: none"> ▪ Current and water depths ▪ Funding boats/vendors ▪ Seasonal ▪ Eco impact ▪ Not enough customers ▪ Too many people will use it ▪ Parking problem

Downtown

Improvements to Downtown and Lincoln Street: Utilities Underground

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Street lighting street furniture ▪ Money - longer we wait the more it will cost ▪ Uniform system of parking - angled vs. parallel ▪ Wide sidewalks - café seating (i.e. Orange Leaf) ▪ Bump outs ▪ Connection from downtown to Lincoln Street ▪ Better tying of waterfront to downtown ▪ Design vision - a plan 	<ul style="list-style-type: none"> ▪ Convincing tax payers to pay ▪ Priority of downtown vs. Lincoln Street ▪ Perception who pays - tax payers, businesses ▪ Lincoln Street - buy in from property owners and Water Street ▪ Money

Downtown Community: Live, Work, Play

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Tourism dollars ▪ Trolley - downtown to Epping Rd. etc ▪ More opportunities to use Swasey Parkway ▪ Improve quality of life for existing residents ▪ More mixed use 	<ul style="list-style-type: none"> ▪ Safety ▪ Wetlands (a lot of our open spaces is wet) ▪ Parking not adequate ▪ Street are not designed to manage increased traffic ▪ Connectivity - need more sidewalks ▪ Stewardship and conserved land - a lot of conservation land and also a need for individuals to monitor these lands

Connectivity: Extending Downtown along Epping Road and Elsewhere

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Shuttle system to connect areas to town ▪ Highlight existing trails as a way to get from one place to another ▪ Better connectivity - better real estate marketability ▪ Encourage walking/biking 	<ul style="list-style-type: none"> ▪ Into and on 11A/Main St./Epping Rd. - dangerous ▪ Boat house area dangerous with 2-side parking - make 1-sided and add bike lane ▪ Sidewalks in neighborhoods to area ▪ Get folks out of cars ▪ Walkability through light industrial areas ▪ Cars and parking

Downtown Revitalization

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Revenue ▪ Development of more commercial space ▪ Embrace the historic significance of town while adding modern attractions and businesses (food, hotel, sporting, arts) 	<ul style="list-style-type: none"> ▪ Zoning ▪ Governing - hard to get things done ▪ Tax rate too high - doesn't entice business owners

Theaters (not specifically IOKA)

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Best for whole town - meet needs of many groups ▪ Self sufficient - financial stability - long term ▪ Utilize availability for other resources (high school and Town Hall) ▪ Look to the model of capital center for arts ▪ Local transportation to get people to theater and would in fact patronize on a regular basis ▪ Theater would help downtown restaurants 	<ul style="list-style-type: none"> ▪ Money ▪ Competition from Portsmouth, Hampton, Newburyport, Durham and other towns in the area ▪ Frustration with parking like Portsmouth

Affordable and Diverse Housing

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Home prices will be better ▪ Will attract more diverse people to live here, different walks of life, energy ▪ Creates jobs in construction ▪ Design, style, architecture can be diverse ▪ Incorporate solar renewable energy ▪ Allow families in town, stay living closer together 	<ul style="list-style-type: none"> ▪ Available land without compromising green space ▪ Who is going to build it? ▪ Age specific only – leads to segregated housing (55 and older - not retirement communities) ▪ Tough town regulating process, planning, zoning, historic building code ▪ Diversity can't be forced, develop organically but has to be prioritized - create opportunities ▪ Town infrastructure limits

Keep Small Town Feel

Opportunities to Making this Happen	Challenges to Making this Happen
<ul style="list-style-type: none"> ▪ Community involvement ▪ Long term resident ▪ Attract right kind of businesses - arts, mini theater, nightlife ▪ Encourage small business 	<ul style="list-style-type: none"> ▪ Rising costs - infrastructure, teacher/staff pay ▪ Keep cost down but keep what we like ▪ Preserve neighborhoods - allow develop without negative impact to existing neighborhood

Summary of Participant Worksheets

Ideas for the future of Exeter focused around Social Networks, the Downtown and Waterfront, Historic and Cultural Resources, and Economic Development. Under Social Networks, participants want to see a more diverse and inclusive community that is connected, particularly reaching out to seniors and encouraging them to contribute. Participants want Exeter to be more attractive to young adults and families, more opportunities for civic engagement, and continuing the large number of diverse events that bring everyone together. Safety and maintaining the small town feel is equally important.

In the Downtown, participants talked about maintaining small independent stores and restaurants, more nightlife, and taking a harder look at parking needs. Some suggest higher density and looking at ways to create less vehicular traffic to keep its walkability, including a trolley network and other forms of public transportation that could service the Downtown. Along the waterfront, participants want to see more access. A public boathouse is proposed, walkways, and space for public events.

Exeter's existing historic character is important to maintain, enhance, promote, and balance with new activities, particularly those within the Downtown. Many participants want to see a thriving arts scene and recognize the potential in existing resources like the Town Hall and the Philips Exeter Academy. The IOKA is also seen as a great opportunity and the Town should take the lead in promoting its redevelopment, specifically as a performance or art space.

Overall, participants support a vibrant, healthy local economy. Existing businesses need support, and future economic development should be balanced with natural resources and residential development. Exeter can become a destination by promoting its businesses, historic and cultural assets, and outdoor activities. Epping Road, as an economic development corridor, should be connected to the Downtown and other areas through public transportation and bicycle and walking amenities, perhaps developing a greenway plan for the corridor.

Some responses to... How would you like to see Exeter in the future?

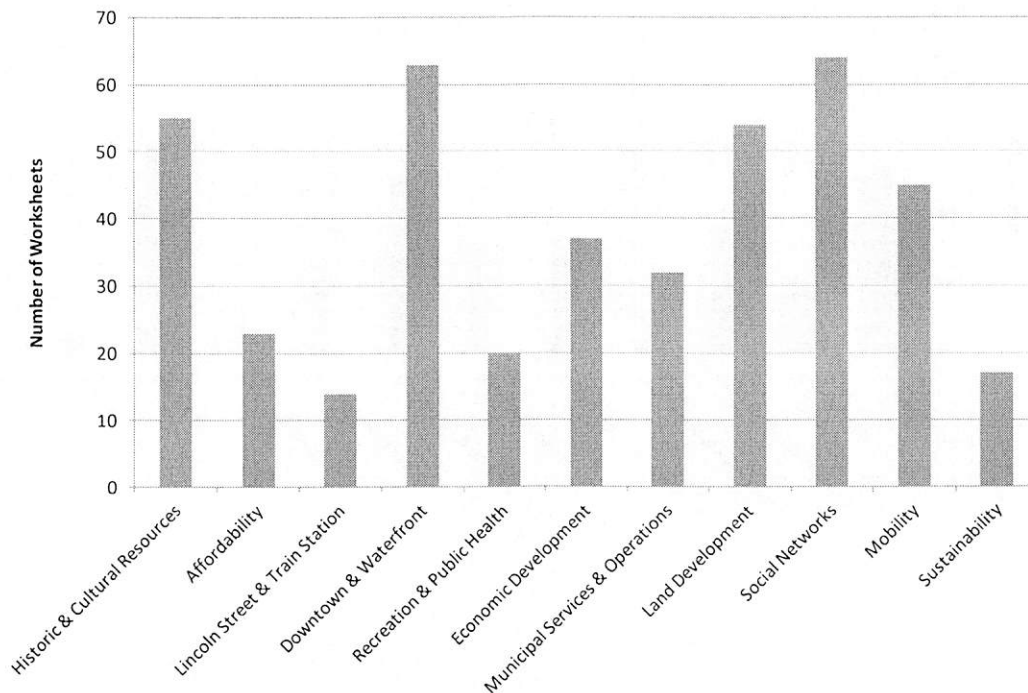
I would love to see an Exeter that is economically vibrant, is ecologically intact with highly functioning natural resources, has many opportunities for recreation (hiking, kayaking, biking), continues to have many family friendly community opportunities in town.

Continue to draw out-of-towners as a destination for day trips/stay-cations. With a mix of shopping, cultural and historical activities, outdoor activities, restaurants, etc. This would include reuse and revitalization of already developed areas such as Lincoln Street, Epping Road, and Portsmouth Avenue. Should also include public transportation opportunities to connect above-listed areas to downtown.

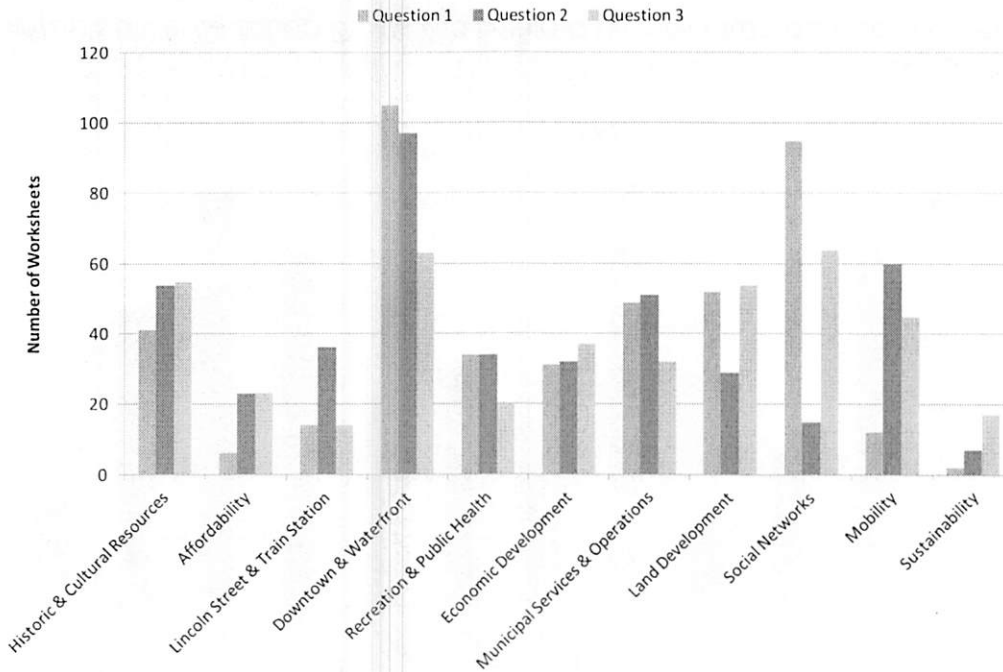
Vibrant, sustainable, affordable, attractive, respectful of its historic buildings, active and successful businesses, community, economic diversity, preservation of open spaces, active citizen involvement and informed citizenry.

Safe and welcoming environment for diverse people - all ages, colors, gender, etc.

An affordable, diverse community with a blend of thriving commerce and natural outdoor amenities.



The chart below combines worksheet responses from all three questions. The Downtown and waterfront were both on the minds of participants under all three questions as positive aspects of Exeter today, areas for improvement, and part of their vision for the future. Equally, Social Networks, including public events, volunteerism, and overall engagement within the community, demonstrates a clear sense of town pride today and wanting to build on these connections and carry them forward into the future.



Exeter Master Plan Update

Draft Outlines for Baseline Snapshots

Each snapshot will be 2 to 4 pages and include photos, maps, charts, and other illustrative graphics.

Housing

- Why it matters?
Providing residents with opportunities to have safe, affordable homes is a cornerstone of the economic and social health in any community. A balance of diverse housing opportunities and adequate supply can build the local labor workforce and support the spectrum of housing needs through a lifetime – an apartment after graduation, a family’s first home, or downsizing for empty-nesters or retirees. The type of housing available, its cost, and its condition are important attributes families and individuals evaluate when choosing a place to live.
- Housing Supply: Number of units, age, occupancy
- Housing Costs and Affordability: Median sales price, median rents, workforce housing, cost burdens households

Demographics

- Why it matters?
Understanding the make-up of people that live in the community gives the Town of Exeter guidance into future needs for housing, social services, recreation, transportation, and other factors that contribute to a resident’s quality of life. Important attributes of a population to consider are age, racial and ethnic background, household composition, income, and special needs. Shifts in these characteristics within Exeter and the region can give insight into trends and changing preferences.
- Population: Growth, age, race/ethnicity
- Household Characteristics: Composition, income and poverty, populations with special needs

Transportation

- Why it matters?
A sustainable transportation network supports the local economy and quality of life for residents. For local businesses, an efficient network minimizes distribution in the delivery of goods and services that support their operations, allows employees to travel safely to work, and ensures customers are able to get to their storefronts. Residents use the network to access employment, health care, education, recreation, and consumer goods. Those with low mobility, such as the disabled, elderly, children, and persons with low income, rely on more diverse ways of getting around, and if these options are minimized, their access to opportunities is also reduced.
- Roadway Network
- Public Transportation (The COAST)
- Amtrak Downeaster
- Walking and Biking
- Downtown Parking
- Transportation Services for Seniors

Existing/Future Land Use

- Why it matters?

The types of land uses allowed and where they occur influence economic, environmental, and social aspects of a community. Exeter uses several tools to manage land development. Zoning by-laws regulate where a particular use can happen, its placement within a parcel, and performance standards a development must demonstrate to meet community objectives around environmental quality and social impacts. Design guidelines are implemented in specific areas of town to encourage high quality design compatible with its surroundings.

- Current Land Uses
- Land Development Tools: Zoning, design guidelines

Community Facilities and Public Services

- Why it matters?
The Town of Exeter provides a broad range of services to protect the health, safety, and welfare of the community. The level in which these services are delivered is influenced by changes in population, development, environmental factors, and economic conditions. Evaluating service capacity in conjunction with anticipated change in community needs can help the Town determine strategic infrastructure and program investments in the near and long-term.
- Recreation, Parks, and Public Spaces: Recreation Department, programming
- Public Infrastructure: Roadways, drinking water, sewer
- Emergency Response: Police, fire, emergency management
- Schools
- Library
- Civic Life: Community organizations and social service agencies serving the public at large, community events

Natural Resources

- Why it matters?
Natural resources provide a variety of environmental, health, and public safety benefits. They support wildlife and fish habitat, improve air and water quality, provide spaces for people to recreate or simply interact with nature, and minimize flood damage. Ensuring the maintenance and protection of these resources is beneficial to both the community and the local ecosystem.
- Conservation and Preservation: Conservation lands, strategies for preservation, wildlife, rare and endangered species
- Trail Network
- Water Resources: Watersheds, wetlands, floodplain

Historic and Cultural Resources

- Why it matters?
Exeter's historic and cultural resources are an integral part of its character. Preserving the Town's many historic buildings, landscapes, places, and objects and opening them to the public builds connections among residents, allowing them to recognize they have a collective past. Cultural resources can also be connected to the town's history, but they also touch upon the social and environmental aspects of living in Exeter today. These include the arts, educational institutions, and community traditions and events. All of these resources provide a sense of place in Exeter and make it unique and an interesting place to be.
- Historic Resources: Districts and buildings, town-wide mapping project, American Independence Museum, Great Dam
- Local Cultural and the Arts: Exeter Arts Committee, PEA

Economic Development

- What it matters?
Economic development is the source of a community's wealth and well-being. This requires continual investment that enhances its human, built, and natural resources. A community that invests in education and training, housing, infrastructure, and public services sets the stage for its economic success. An economically healthy community supports its larger employers and maintains the day-to-day services that contribute to the quality of life of its residents.
- Exeter's Labor Force: Unemployment, education, commuting
- Employment in Exeter: Major employers, employment and wages
- Economic Development Tools: Tax Increment Finance District, 79E, Economic Development Committee



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.

Date	Length	Roads Effected	Road Closure/Rolling Stop	Event	Hosting Group
3/25/2016	One Day	Swasey	Road Closure	Egg Hunt	Parks and Rec
4/16/2016	One Day	Swasey	Road Closure	Pinwheel Garden	EAGFWC
5/5 to 10/27	Weekly	Swasey	Road Closure	Farmer's Market	Seacoast Eat Local
5/30/2016	One Day	Swasey, Water, Front	Road Closure	Parade	Memorial Day Parade Committee
6/16 to 7/14/16	Weekly	Swasey	Road Closure	Summer Concert	Parks and Rec
6/23-6/26/16	Multiple Days	Swasey	Road Closure	Summer Fest	Chamber
6/27 - 7/25/16	5 Mondays	Water to Court	Road Closure	Brass Band	Town of Exeter
7/7/2016	One Day	Swasey	Road Closure	Scholastic Reading	Water St. Bookstore
7/16/2016	One Day	Water,Center, Swasey	Road Closure	AIM Festival	AIM
7/16/2016	One Day	Swasey	Road Closure	Fireworks	Parks and Rec
7/24/2016	One Day	Warren Ave	Road Closure	Block Party	Homeowner
8/20/2016	One Day	Allen Street	Road Closure	Block Party	Homeowner
9/10/2016	One Day	Grove Street	Road Closure	Block Party	Homeowner
9/17/2016	One Day	Union Street	Road Closure	Block Party	Homeowner
9/29-10/2/16	Multiple Days	Swasey	Road Closure	Powder Keg Festival	Parks and Rec
10/15-10/16/16	Multiple Days	Swasey	Road Closure	Flea Market	VisitExeterNH
10/16/2016	One Day	Swasey	Road Closure	Walk for Hunger	Seacoast Area Interfaith
10/22/2016	One Day	Lincoln	Road Closure	Arts Festival	Chamber
12/1-12/4/16	Multiple Days	Swasey	Road Closure	Ring in the Season	HERON
12/3/2016	One Day	Portsmouth, Water, Main	Road Closure/Rolling Stop	Parade	Holiday Parade Comm.

12/8/2017	One Day	Swasey	Road Closure	Pooch Parade	HERON
4/17/2017	One Day	Swasey	Road Closure	Easter Egg Hunt	Parks and Rec
5/6/2017	One Day	Swasey	Road Closure	Touch a Truck	Heron / Parks and Rec
5/20/2017	One Day	Swasey	Road Closure	Art & Music Fest	TEAM
5/29/2017	One Day	Swasey, Water, Front	Road Closure/Rolling Stop	Parade	Memorial Day Parade Committee
6/15 - 7/27/17	Weekly	Swasey	Road Closure	Concert	Parks and Rec
6/22-6/25/17	Multiple Days	Swasey	Road Closure	Summer Fest	Chamber
6/27/2017	One Day	Front, Tan, Main, Water	Road Closure	Criterion	Exeter Classic
7/3 - 7/25/17	5 Mondays	Water to Court	Road Closure	Brass Band	Town of Exeter
7/5 - 8/2/17	5 Wednesdays	Water to Court	Road Closure - Pending	Music	TEAM
7/27-8/31 /2017	Weekly	Swasey	Road Closure	Outside Movie	HERON
8/19/2017	One Day	Swasey	Road Closure	Flea Market	HERON
10/6 -10/7/2017	One Day	Swasey	Road Closure	Powder Keg	Parks and Rec
10/27/2017	One Day	Swasey	Road Closure	Halloween Parade	Parks and Rec
12/2/2017	One Day	Portsmouth, Water, Main	Road Closure/ Rolling Stop	Parade	Parade Committee

List for Selectmen's meeting March 13, 2017

Veteran's Credit

Map/Lot	Location	Amount
----------------	-----------------	---------------

Abatement

Map/Lot	Location	Amount
70/61/23	1 Dearborn Brook Cir	\$755.71
49/12	Newfields Road	\$175.10

Elderly Exemption

Map/Lot	Location	Exemption
103/7	1 Dow St	152,251
104/79/1011	1011 Camelot Dr	152,251
72/199/1	41 Front St Unit 1	Denied

List for Selectmen's meeting March 13, 2017

Water / Sewer Department Abatement's

Approval suggestion

<u>Name</u>	<u>Location</u>	<u>Amount</u>
-------------	-----------------	---------------

Disapproval suggestion

<u>Name</u>	<u>Location</u>	<u>Amount</u>
Terry Eustis	54B Lincoln St.	\$92.49

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

Please Print:

Full Name: Terry Eustis
Mailing Address: 157 Court St
Exeter, NH 03833
Service/Property Address: 54 B Lincoln St
Exeter, NH 03833

Today's Date: 2/1/17
Account Number: 333352401
Route Number: _____
Phone Number: 603-778-9224

Utility Abatement Requested for: Water _____ Sewer _____ Water & Sewer X
Date of Bill: 10/31/16 Billing Period from 7/19/16 to 10/19/16 Amount of Bill: \$ 325.39

Performed Leak Check? Yes X No Leaks Found? Yes X No How Many Fixtures? _____
If No: X Not schedule Declined

Data Download? X Yes No Indicated Leaks? X Yes No Continuous _____ Intermittent _____ Both X _____

Minimum Criteria Met? X Yes No (100% or 35,000 gallons above average consumption)
Proof Leak Repaired? Yes X No

Partial Selectmen's Policy 08-30: Reasons for or against granting abatement request

Policy Procedure Line #2 (Against): _____ In the event that a customer cannot determine the source or cause of the abnormally high consumption, the customer is required to hire a private licensed plumber to assist the customer in trying to determine said source or cause. If the plumber is unable to determine the source or cause of the abnormally high consumption, the Town can only speculate that the customer has located and repaired or corrected said source.

Policy Procedure Line #3 (Against): X In the event the source or cause of the abnormally high consumption is related to a leak due to customer negligence such as the failure to maintain internal (private) plumbing fixtures in good repair and/or protect plumbing from freezing, the customer shall be held responsible for the entire bill.

Policy Procedure Line #4 (For): _____ In the event the abnormally high consumption has occurred due to "unpredictable leakage" not caused by customer negligence, ignorance or unfortunate circumstances, as determined by Town staff and the Water & Sewer Advisory Committee, the Town shall consider granting a one-time abatement, per account, during any ten-year period, up to half of the water consumption above normal consumption.

Water & Sewer Department Actions Taken: Informed the customer of high usage; downloaded data to produce graphs of water usage and gave copies to the customer for their review

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 3/6/17
Comments: _____

Dept. of Public Works Recommendation: X Disapprove Approve

Board of Selectmen Recommendation: Disapprove Approve

Abatement Amount: \$ 92.49 New bill total: \$ 233.29

BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____
BOS Approval/Disapproval Signature: _____ Date: _____

54 B Lincoln Street

Total Usage=23,840 gallons

Previous 3 year 3rd-Q usage average- (9,150 + 9,320 + 4,140) / 3= 7,537 gallons

Excess above average- 16,303 gallons

Half of Excess gets abated- 8,152 gallons

What is Due vs Abatement?

Due

Half of excess	8,152	
Prev 3rd-Q usage average	<u>7,537</u>	
	15,689	billable gallons

Tier 1--2016 rates

Water	15,689 gal * \$6.86/1000 gal =	\$107.63
Sewer	15,689 gal * \$4.44/1000 gal =	<u>\$69.66</u>
		\$177.29

Total due= \$177.29

Abatement

Total water/sewer bill = \$325.78 - \$56.00 \$269.78 less service fee & certified mailing

Abate = \$269.78 - \$177.29 = \$92.49

Abate = \$92.49

New Bill Total with service fees added back

\$177.29 + 56.00 = \$233.29

Run: 3/06/17 8:12AM

Meter History

Page: 1

Start Date

Town of Exeter

PrintMeterHist

End Date 12/31/2099

Name: EUSTIS TERRY
STOLLAR MARTIN

Acct#: 000333352401

Loc: 54B LINCOLN STREET

Meter# 1834693375

Read Date	Prev Read	Reading	Usage	Est
1/19/2017	109,200	117,880	8,680	N
10/19/2016	85,360	109,200	23,840	N
7/19/2016	78,910	85,360	6,450	N
4/19/2016	74,950	78,910	3,960	N
1/21/2016	67,060	74,950	7,890	N
10/21/2015	57,910	67,060	9,150	N
7/21/2015	49,180	57,910	8,730	N
4/21/2015	39,400	49,180	9,780	N
1/21/2015	31,600	39,400	7,800	N
10/22/2014	22,280	31,600	9,320	N
7/23/2014	9,590	22,280	12,690	N
4/22/2014	8,020	9,590	1,570	N
1/23/2014	4,140	8,020	3,880	N
10/25/2013	0	4,140	4,140	
Meter Total:			117,880	
Acct Total			117,880	

Terry Eustis/Martin Stollar
157 Court Street
Exeter, New Hampshire 03833

February 2, 2017

Town of Exeter
Water & Sewer Department
10 Front Street
Exeter, New Hampshire 03833

Reference: 54 B Lincoln Street, Exeter Water & Sewer Bill

Dear Sirs,

Enclosed please find a completed application for Water & Sewer Abatement form for a water bill from one of our apartment units on Lincoln Street in Exeter. Also included is a copy of the bill from the time period and also two reports from the Water Departments showing both the water consumption problem and that it was resolved.

We were unaware that there was an issue with the toilet in the unit until the tenant let us know that it was making a funny noise. We had our plumber service it and the issue seems to be solved. It was rather unusual we had the toilet repaired on 9/21 and the most water usage showed for the 22nd and then appears to be back to normal.

The water bill of \$325.78 is quite high for the unit which usually has water bills ranging around \$125-\$150.

We are requesting an abatement because we were unaware of the situation and did take care of it when notified.

Thank you in advance for your consideration of our request. Please let us know if you require any further information, etc. for our abatement request.

Regards,


Terry Eustis & Martin Stollar



**TOWN OF EXETER
WATER AND SEWER COLLECTION**

10 FRONT STREET
EXETER, NH 03833-2792
For Billing Questions: (603)773-6108 7:00am - 3:00 pm
EMAIL: watersewerbilling@exeternh.gov

**FOR PAYMENT QUESTIONS
(603) 773-6108
8:15 AM - 4:00 PM**

158 1 AV 0.373 P:158 / T:1 / S:



**EUSTIS TERRY
STOLLAR MARTIN
157 COURT ST
EXETER NH 03833-4025**



Note to Residents:
NEW 2016 WATER & SEWER RATES EFFECTIVE AS OF APRIL 2016

Water
Tier 1: \$6.86 per 1,000 gallons of use up to 29,999 gallons per quarter
Tier 2: \$7.45 per 1,000 gallons of use from 30,000-194,999 gallons per quarter.
Tier 3: \$8.00 per 1,000 gallons of use 195,000 gallons or more per quarter.
Service Fee: \$28.00 per quarter (no change).

Sewer
Tier 1: \$4.44 per 1,000 gallons of use up to 29,999.
Tier 2: \$5.23 per 1,000 gallons of use 30,000 to 194,999.
Tier 3: \$5.62 per 1,000 gallons of use 195,000 and above.
Service Fee: \$28.00 per quarter (no change).

BILL DETAILS 92 Days of Water Usage Previous Read Date: 07/19/2016 - Read Date: 10/19/2016

ACCOUNT NO.	BILLING PERIOD	BILLING CYCLE	METER READINGS		USAGE
			PREVIOUS	PRESENT	
333352401	07/19/2016 - 10/19/2016	Quarterly	85360	109200	23840

Your average daily use was 259.13 gallons
BILL DATE: 10/31/2016

WATER CONSUMPTION	6.860	\$	163.54
WATER SERVICE FEE		\$	28.00
SEWER CONSUMPTION	4.440	\$	105.85
SEWER SERVICE FEE		\$	28.00
INTEREST		\$	0.01

BILLED TO:
EUSTIS TERRY

SERVICE ADDRESS:
54B LINCOLN STREET 54B

TOTAL CURRENT CHARGES	\$	325.39
PAST DUE	\$	0.38

Last Payment: \$120.00 made 10/08/2016

**12% ANNUAL INTEREST CHARGED
IF NOT PAID BY DUE DATE.**

TOTAL AMOUNT DUE \$ 325.78

OWNER is liable for all water bills even if not received & OWNER is responsible for preventing service pipes & meter from freezing during cold weather.
All water passing through meter will be charged, whether used, wasted, irrigation system malfunction or lost by leakage.
If we are unable to gain access to meter, or if meter is not working properly, an estimated bill will be mailed.
FAILURE to make payment may result in disconnection of service.

PLEASE SEPARATE REMITTANCE STUB AT THIS PERFORATION AND RETURN WITH PAYMENT



**TOWN OF EXETER
WATER AND SEWER COLLECTION**
10 FRONT STREET
EXETER, NH 03833-2792

REMITTANCE STUB

SERVICE LOC: 54B LINCOLN STREET 54B
BILL#: 128250
ACCOUNT NO.: 333352401
AMOUNT DUE BY 11/30/2016 : \$325.78

MAKE CHECKS PAYABLE TO: TOWN OF EXETER
Please include your account number on your check.

AMOUNT ENCLOSED

\$

CHECK HERE FOR ADDRESS CHANGES AND COMPLETE REVERSE SIDE.

**EUSTIS TERRY
STOLLAR MARTIN
157 COURT STREET
EXETER, NH 03833**

**TOWN OF EXETER
WATER AND SEWER COLLECTION
PO BOX 9520
MANCHESTER NH 03108-9520**

24 0000128250 0000032578 5



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

March 8, 2017

TO: Select Board

FROM: Linda A. Fecteau, Deputy Tax Collector *L. Fecteau*

Re: Property Location: 24 Crestview Drive
Map-Lot: 62-51

The husband of the owner for the above noted property spoke with me on March 2, 2017. They set up an online bill payment through their bank to pay the 2016 TAX02 bill that was due December 1, 2016. The check was to be delivered to the Town of Exeter Tax Department by November 29, 2016. Unfortunately, we did not receive the check because the mailing address was entered as the property address on the check. The owner and her husband were away for the winter and stated the check was not forwarded to them but was returned to their bank's online bill payment processing center. The funds were redeposited to their account on February 28, 2017 with the description Town of Exeter Payroll Payment Refund. Bank account printouts from the owner were emailed to me showing that the online bill payment check should have been delivered to us by November 29, 2016 as well as a printout showing the amount being redeposited to their account on February 28, 2017.

They set up another online bill payment through their bank on March 2, 2017 for \$3,577.84 paying the 2016 TAX02 bill of \$3,473.91 plus \$103.93 in interest. We received the payment on March 6, 2017.

The property owner is requesting an interest waiver/refund in the amount of \$103.93 because they did try to pay the 2016 TAX02 bill on time.

The Board of Selectmen approved/denied an interest waiver/refund for \$103.93 during their March 13, 2017 meeting.

Nancy Belanger

Dan Chartrand

Don Clement

Julie Gilman

Anne Surman

Run: 3/07/17
1:46PM

Property Billing Statement

Page: 1
lfecteau

TOWN OF EXETER
10 FRONT STREET
EXETER, NH 03833

(603) 773-6108

Summary of Account by Property

Interest Calculated as of: 3/07/2017

HOFFMAN BARBARA B
24 CRESTVIEW DR
EXETER, NH 03833

Map Lot: 62-51
PID: 62-51
Alt ID:
Location: 24 CRESTVIEW DR

Date	Activity	Chk#	Amount	Costs	Penalties	Interest	Rate	Per Diem	Total
Current Assessments									
Land:	109,700.00	Bldg:	148,200.00	CU:	0.00	Other:	0.00	Total:	257,900.00
Year: 2016	Total Assessment:		257,900.00	Exemptions:		Credits:			
Land:	109,700.00	CU:	0.00						
Bldg:	148,200.00	Other:	0.00						
Bill #:	100971	Date:	10/21/2016	Due:	12/01/2016	Year:	2016	Type:	TAX02
						Original Amnt:	3,473.91		
3/06/2017	Payment	68141173	3,473.91	0.00	0.00	103.93	3,577.84		
RICHARD F SCHULTS									
Balance Due:			0.00	0.00	0.00	0.00	12.00	0.0000	0.00
2016 Balance:			0.00	0.00	0.00	0.00	0.0000		0.00
Totals Parcel -	62-51			0.00	0.00	0.00	0.0000		0.00



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

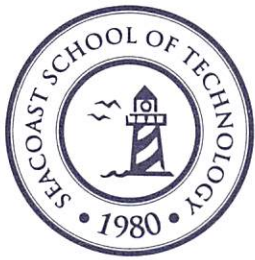
March 8, 2017

TO: Board of Selectmen
Russ Dean

FROM: Mike Favreau

RE: Past Mower Bid

I believe this mower bid addressed in the 10/26/16 BOS minutes (attached) somehow slipped through the cracks. I would like to recommend that Jay Perkins be given the bid for \$100. The mower in question is not functional and is good for parts only. We do not have a mower that we could use the parts for.



Seacoast School of Technology

40 Linden Street, Exeter, NH 03833
Tel: 603-775-8461 Fax: 603-775-8983

Margaret E. Callahan
Principal

February 24, 2017

Dear Mr. Dean:

I am writing on behalf of the Seacoast School of Technology to express my opposition to the Field House proposed by the YMCA as Phase IIb of their construction project. I have two major concerns: Student Safety and Campus Capacity.

Having been the Principal of the Seacoast School of Technology for 10 years, I am acutely aware of what happens on this campus. Our student parking lot, which is designated for student use only during the school day is often used by YMCA members during the school day. In addition to using the student parking lot during the school day, YMCA members do not abide by the traffic flow that was established years ago. This creates a dangerous and unsafe situation for students in the student parking lot. There are many days when the student parking lot is nearly at capacity. I knew there were going to be parking capacity problems, but I didn't anticipate they would happen prior to the pool being open. The addition of a Field House to the campus gives me real cause for concern of the safety of the children who attend our public school.

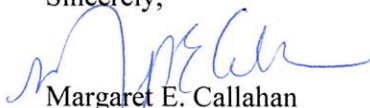
I never imagined a Field House would also be added to this campus. In addition to hundreds of SST student drivers, the SST student parking lot is used by Great Bay eLearning Charter School students and for storage of the vehicles owned by our school's Automotive Technologies program. SST has grown significantly over recent years and I anticipate that growth to continue. The number of high school students driving to school continues to increase around the country. SST, a public school opened in 1980, serving students from Epping, Exeter, Newmarket, Raymond, Sanborn and Winnacunnet High School, depends on the availability of parking for students. This is part of the understanding that we have with our regional schools, parents and students. There is an expectation that students will be able to park on our campus.

Safety is another concern. Nothing good ever happened in a parking lot. The installation of a 30' tall building, blocking the view of the student parking lot from the SST main building, sidewalks and driveway is only going to create unsafe situations for the children who drive to SST.

The Seacoast School of Technology has served children from about 20 local towns since 1980. We currently have about 750 students. The federal government, the state and local taxpayers fund the school. Local business and industry play their part with donations in support of our programs, which prepare students with knowledge and skills needed for success in college, the workforce and the military. When the state invested \$8.5 million in our recent renovation, it was with the expectation that SST would continue to grow and be able to serve public school children in a safe environment with parking capacity. The YMCA's plans for a Field House, which came as a great surprise and disappointment to all of us associated with the Seacoast School of Technology, places those expectations in jeopardy.

I would be pleased to answer any questions you have regarding my objections.

Sincerely,


Margaret E. Callahan
Principal

Town Manager's Office

FEB 27 2017



Murray Movitz <enigma.murray@gmail.com>

Windemere Neighborhood Association

2 messages

Murray Movitz <enigma.murray@gmail.com>

Fri, Mar 3, 2017 at 9:38 AM

To: rdean@exeter.nh.gov

Dear Town Manager Dean:

We understand the Exeter Sportsmens Club is planning to submit a proposal for another shed/shooting range at the next Planning Board Hearing on March 9th.

I expect to appear on behalf of our Association in opposition to this plan.

I also wish to appear at a Selectmen's Board, Public Hearing, on behalf of my neighborhood association to oppose this plan and to raise further questions about the ESC's continuing obligation to alleviate the intrusive noise into our neighborhood and surrounding streets.

A petition will be submitted soon to the Planning Board and the Board of Selectmen along with letters from affected citizens.

This is an urgent matter for us. If possible I would like this to be scheduled before the Board of Selectmen on its March 27th agenda.

Thank your for your consideration and reply to this important issue.

Murray Movitz
2 Windemere Lane

Mail Delivery Subsystem <mailer-daemon@googlemail.com>

Fri, Mar 3, 2017 at 9:38 AM

To: enigma.murray@gmail.com

**Address not found**

Your message wasn't delivered to rdean@exeter.nh.gov because the domain exeter.nh.gov couldn't be found. Check for typos or unnecessary spaces and try again.

The response from the remote server was:

DNS Error: 16935549 DNS type 'mx' lookup of exeter.nh.gov responded with code NXDOMAIN Domain name not found: exeter.nh.gov