

Exeter Board of Selectmen Meeting
Monday, June 5th, 2017, 6:40 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Board Interviews – Human Services Committee
3. Bid Award: Court Street Bridge Construction/Culvert Replacement Construction and Contract Amendment for Resident Engineering
4. Public Comment
5. Minutes & Proclamations
 - a. Proclamations/Recognitions
6. Approval of Minutes
 - a. May 22nd, 2017
7. Appointments
 - a. Conservation Commission
 - b. Arts Committee
8. Discussion/Action Items
 - a. Remedial Action Plan Update: Map 65, Lot 123 (Exeter Sportsmen's Club)
 - b. Pavement Management Program Update – Public Works
 - c. 2017 Paving Proposal – Bell and Flynn – Public Works
 - d. Contract Amendment: VHB Post Dam Requirements – Public Works
 - e. Tax Deeded Property: 18 Garrison Lane
9. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager Report
 - d. Selectboard Committee Reports
 - e. Correspondence
10. Review Board Calendar
11. Non-Public Session
12. Adjournment

Don Clement, Chairman
Exeter Selectboard

Posted: 6/2/17 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

Role of the Ad Hoc Committee for Human Services Disbursements for the 2017 Budget

Move that BOS create/form a 5 member committee whose charge is to do the research of the human service funding agencies in order to allocate amongst them the \$100,000 budget voted on at the March 16th, 2017 town meeting and ratified May 8th, 2017 and to work with resources provided by the town manager's office.

Passed by the Board of Selectmen May 22, 2017



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

**Statement of Interest
 Boards and Committee Membership**

Committee Selection: Human Services Committee

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

Name: Sherry Nixon **Email:** sherry.nixon1@gmail.com
Address: 17 Thornton St, Exeter **Phone:** 603-580-2762

Registered Voter: Yes No

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

After retiring in December 2013, I have increased my volunteer work with several area nonprofits. Applying my skills in compiling and reviewing budgeting and financial information, helps me understand the needs of nonprofit organizations. These skills lend themselves well to the needs of the Human Services committee as they review and make decisions about funding applications from area nonprofit organizations.

Working at Timberland instilled in me a strong service ethic, understanding that we have an obligation to serve others.

Serving the town on the Human Services committee is a way that I can contribute to our Town and community.

In addition to my work and service experience, I bring a dedication to work willingly and collaboratively with the group.

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: Date: 5/14/17

SHERRI S. NIXON

17 Thornton Street, Exeter, NH 03833 • (603) 580-2762 • sherri.nixon1@gmail.com

OBJECTIVE

Fill a volunteer committee role with The Town of Exeter utilizing my organizational and management skills to help achieve the goals of the committee and to support the needs of the community.

QUALIFICATIONS SUMMARY

Team player who understands and appreciates the value of service to the community. Has a passion for helping others. Effective written communication skills that project a professional, polished image. Demonstrated ability to meet deadlines supporting a team and as an individual.

Key Skills:

- Scheduling, meeting and event planning
 - Budgeting and expense reduction
 - Problem solving and analytical skills
 - Reviewing, compiling and reporting data
 - Developing strong relationships with staff, executives, and peers
 - Adept with Microsoft Office - Word, Outlook, Excel and Power Point
 - Extremely conscientious with a strong work ethic
-

PROFESSIONAL ACCOMPLISHMENTS

- **Project Management** - Sourced and interviewed a pool of office cleaning companies and contracted with a new company that provides better service at a lower cost to NHPR. Implemented and now manage an online job application system for NHPR. Implemented an employee timekeeping system at NHPR. Organized service projects at Bed Bath & Beyond, selecting project, recruiting volunteers, collaborating with agency's needs, and successfully executing the events.
- **Meeting Coordinator** - Organize and manage bi-monthly NHPR All Staff meetings, compiling agenda, creating presentation, providing lunch, and scheduling setup and takedown. Manage Board meetings, meetings for outside organizations using NHPR space, and staff celebrations. Initiated and continue to organize and run annual volunteer appreciation luncheon.
- **Time Management/Organizational Skills** - Created a series of checklists for on-boarding new hires, tracking recruitment activities, and preparing for Board meetings. Successfully balance assistance to the President, support for the VP of Operations/Finance and the HR Director, and management of day-to-day office needs. Recruit, train and manage a group of volunteers to handle reception duties, help with clerical tasks, and participate in special projects.
- **Customer Service** - Board liaison for NHPR Board of Trustees, including communication of Board meetings, compiling and communicating Board meeting materials, preparing and managing presentations, and taking minutes. Providing NHPR staff members with materials, office equipment, and an office environment that enable them to work efficiently.
- **Fundraising** - Member of Seacoast Eat Local's SNAP Committee providing support for their fundraising initiatives and grant-writing. Company Lead for the Timberland United Way Campaign, exceeding goals and each year's prior results. Committee member for Odyssey House major annual fundraiser, assisting in planning the event, soliciting contributions, and executing the event.

- **Hands-on Volunteer** - Direct patient volunteer for Seacoast Hospice and two New York hospice organizations, lending support to patients and their families at end of life. Seacoast Harvest data-gathering volunteer, encouraging local farmers to submit their farm listings.

WORK HISTORY

New Hampshire Public Radio, Concord, New Hampshire Office Manager/Executive Assistant	2010 - 2013
Bed Bath & Beyond, Farmingdale, New York Director of Planning and Allocation	2007 - 2010
Timberland, Stratham, New Hampshire Senior Director of Planning, Wholesale Footwear Division, 01/05 to 2/07 Director of Planning, Retail Division, 02/01 to 01/05	2001 - 2007
Prior to 2000 <ul style="list-style-type: none">▪ Held positions in a variety of retail companies including Foot Locker, Bloomingdale's, Jordan Marsh, Joseph Horne Company, and Higbee's.	

COMMUNITY SERVICE

Seacoast Eat Local, Board Member, Treasurer	2012 - present
Direct Patient Hospice Volunteer Seacoast Hospice, Hospice Care Network, Rockingham Hospice and VNA	2001 - present
Granite State Quest Event volunteer/100 Mile Ride Participant	2003 - 2016
University of Rhode Island, Textile Merchandise and Design Department Advisory Board Member	2008 - 2012
Prescott Park Arts Festival Board Member, Assistant Treasurer	2006 - 2007
Timberland Participant in a variety of projects with Timberland and other organizations 2005 and 2006 United Way Campaign Lead	2001 - 2006

EDUCATION

Bachelor of Science in Business Administration
Bowling Green State University, Bowling Green, Ohio



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

Statement of Interest
Boards and Committee Membership

Committee Selection: Human Services Committee

New Re-Appointment Regular Alternate

Name: Christine Soutter Email: cjdavis2001@comcast.net

Address: 31 Cullen Way Phone: 603-858-0838

Registered Voter: Yes No

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

Non-profit leadership
Exeter Budget advisory committee
Municipal career

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: C. J. Soutter Date: 5/10/17



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

**Statement of Interest
Boards and Committee Membership**

Committee Selection: Human Services Committee

New Re-Appointment Regular Alternate

Name: Amy McLaughlin Email: amymc1@comcast.net

Address: 7 Walters Way Exeter NH 03833 Phone: 603 491 2036

Registered Voter: Yes No

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

Please see attached

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:

Date: 5/12/17

Amy McLaughlin- Exeter, NH

Amy McLaughlin currently works with her husband as the controller in a business they started in 2012, Fluid Equipment Solutions of New England, LLC, a commercial HVAC equipment- engineering sales company serving New England. Prior to working in their family business, Amy was in the pharmaceutical industry for 15 years in sales and account management.

Amy is actively involved in the community in Exeter NH, where she, her husband, and 2 school-age children reside. Her passions include community service, the nonprofit sector, and community vision. Some of her involvements include:

- Current Board Chair of the Piscataqua Regional Advisory board for the *New Hampshire Charitable Foundation*- Current
- Ambassador for the *American Independence Museum, Exeter NH*- Current
- Trustee/ Board Member of *The New Hampshire Forest Society, Concord NH*- Current
- Participant of *Leadership New Hampshire 2015*
- Participant of *Hoffman –Haas Fellowship- NH Center of Non Profits 2014*
- Co-founder and past Board Chair of the *Exeter Area Conservancy*- 2007

Amy graduated from the University of New Hampshire in 1997 with a B.A in Business Management and Health Management Policy.



EXETER PUBLIC WORKS DEPARTMENT

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

MEMO

DATE: 6/1/2017
TO: Russell Dean, Town Manager
FROM: Jay Perkins, Highway Superintendent
RE: Court Street Bridge Award Recommendation
CMA Engineers Construction Phase Services Fee Proposal

This year's town meeting voters approved Article 7 of the town warrant to appropriate the sum of \$1,381,000 for the replacement of failing culverts on Court Street.

The Board of Selectmen at the May 22 meeting opened 4 bids for the Court Street Little River Bridge Replacement Project. CMA Engineers and Public Works carefully reviewed and tabulated all bids submitted.

The low bid was submitted by George R. Cairns & Sons, Inc., of Windham, NH, for the sum of \$976,839.00. Based on the bid and Cairns successful completion of the Linden Street Bridge in 2015 we recommend award of the project to George R Cairns & Son Inc. The project is expected to start June 26th and be completed by November 3rd. The Department will provide a more detailed schedule after the contract signing with the contractor along with date for a public information meeting.

Attached is a contract amendment proposal for construction phase services from CMA Engineers. This is the final phase of the project engineering. The Department has reviewed and recommends approving contract amendment #5 in the amount of \$89,100 to CMA Engineers of Portsmouth, NH.



VIA Email

May 30, 2017

Town of Exeter
Mr. Jay Perkins, Highway Superintendent
Public Works Department
13 Newfields Road
Exeter, NH 03833

**RE: Bid Tabulation and Recommendation for Award
Court Street Bridge over the Little River
CMA #923**

Dear Jay:

The construction bids of May 22, 2017 for the Court Street project have been checked and tabulated (copy attached). The low bidder among the 4 bids received is confirmed to be George R. Cairns & Sons, Inc. The low bid amount is \$976,839.00, which is the total of the extended amounts. As required in the bid documents, George R. Cairns & Sons, Inc. completed and submitted the following:

- Bid Bond for 5% of the Bid Amount
- Acknowledgement of Addenda Nos. 1 and 2

Based on the bid, it is CMA Engineers' recommendation to award the project to and enter into an agreement with George R. Cairns & Sons, Inc. We have included the Notice of Award form ready for signature after the next Selectmen's meeting.

Upon execution of the agreement with George R. Cairns & Sons, Inc., the bid bonds submitted by the unsuccessful bidder may be released.

With your permission, we would like to issue a letter of intent to award the contract to George R. Cairns & Sons, Inc prior to the June 5, 2017 Selectmen's meeting when the notice of Award is expected to be finalized. This notice, while unofficial and non-binding on the Town, will allow Cairns to start some of the early administrative work necessary to complete the project within the in-water work window of July and August.

Very truly yours,
CMA ENGINEERS, INC.

Jason L. Gallant, P.E.
Project Manager

Encl.
JLG:kao

CMA ENGINEERS, INC.
CIVIL | ENVIRONMENTAL | STRUCTURAL

35 Bow Street
Portsmouth
New Hampshire
03801-3819
P: 603 | 431 | 6196
www.cmaengineers.com



June 1, 2017

Town of Exeter
Mr. Paul Vlasich, P.E., Town Engineer
Attn: Jay Perkins, Highway Superintendent
Public Works Department
13 Newfields Road
Exeter, NH 03833

RE: Court Street Bridge over the Little River
Fee Amendment Proposal- Construction Phase Services
CMA #923

Dear Jay:

CMA Engineers, Inc. is pleased to submit this proposed amendment that includes a revision to the overall scope and fee to include construction phase engineering services for the Court Street bridge.

Scope of Services

A. Contract Amendment # 5

Contract amendment #5 is proposed to support the Court Street project during the construction phase. For these services, it is assumed that the project will extend over a single construction season from June to November of 2017. Efforts are assumed to be nearly full time, consisting of an average weekly program of five site visits at 20 hours per week and construction administration tasks averaging approximately 6 hours per week for a 24-week construction period. Specific task items include the following:

- Attend pre-construction conference and prepare record of meeting;
- Review and take appropriate action on submittals by Contractor;
- Review and respond to Contractor requests for information;
- Site observation at five days per week;
- Maintain files for photographs, correspondence, reports of job conferences and sample submissions, reproductions of original Contract Documents including all addenda, change orders, field orders, and additional drawings;
- Review Contractor pay requisitions and make recommendations for applications for payment;
- Conduct a review to determine if the project is substantially complete and document Contractor's substantial conformance with the Contract Documents and the intent of the design;
- Regularly communicate with Town representatives by furnishing periodic reports as required of progress of the work and of the Contractor's compliance with the progress schedule and schedule of shop drawing submissions; and
- Furnish one set of reproducible copies to the Town representing those changes made during the construction process which are reflected on the marked-up prints and drawings furnished by the Contractor to CMA Engineers. Electronic copies of the files used to generate the Record Drawings will

be provided to the Town in AutoCAD format.

Engineering Fees

Engineering fees will be assessed on the basis of CMA Engineers, Inc. standard rates. Engineering staff are invoiced at the rate of salary cost (wage rate plus 35% to cover statutory and customary fringe benefits) times a factor of 2.45. Principal's time is invoiced at the lesser rates of \$175 for William Straub, P.E. Subconsultants are invoiced at cost times 1.15. Expenses are invoiced at cost plus 10%. Mileage is invoiced at the prevailing IRS rate. CADD computer time is invoiced at \$9/hour.

CMA Engineers proposes to provide the services described in this proposal on a time and materials basis with an estimated fee as summarized below:

1. We propose to provide these services described in the "Scope of Services" for an estimated budget of **\$89,100.**


This amendment will increase the authorized total fee from \$287,500 to \$376,600.

Amended Agreement

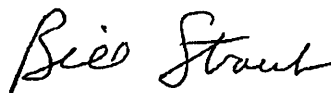
This amendment to services shall be subject to the Terms and Conditions outlined in the Master Agreement between the Town of Exeter and CMA Engineers, Inc. dated May 6, 2014. The Town may authorize us to proceed by signing both copies of this agreement in the space provided below, and returning a copy to us.

Again, CMA Engineers most appreciates this opportunity to be of service to the Town of Exeter on these important projects. Should you have any questions, please do not hesitate to contact us.

Very truly yours,
CMA ENGINEERS, INC.



Jason L. Gallant, P.E.
Project Manager



William A. Straub, P.E.
Principal

JLG/WAS:kao

Accepted and Authorized to Proceed:

Town of Exeter

Date

Draft Minutes

Exeter Board of Selectman

May 22, 2017

1. Call Meeting to Order

Chairman Don Clement called the meeting to order at 6:40pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Ann Surman, Clerk Kathy Corson, Julie Gilman. Town Manager Russell Dean was also present. The board convened downstairs for board interviews.

2. Board interview-Conservation Commission, Arts Committee, Facilities Committee

The Board conducted interviews for positions on the Arts Committee and an alternate position on the Conservation Commission. The Board interviewed Irene Hall, Darius Thompson and John Moynihan for spots on the Arts Committee. The Board interviewed David Short for a position as an alternate on the Conservation Commission. The Facilities Committee candidate could not attend this evening. After the interviews were conducted in the Wheelwright Room, the Board reconvened in the Nowak Room and continued the regular meeting.

3. Public Comment

Darius Thompson, 15 Drinkwater Rd. spoke. A few meetings ago he wondered if the town could put sidewalks on Drinkwater Road. They have a lot of young families in the neighborhood and there are two bus stops in the neighborhood. He felt it would be nice to investigate whether sidewalks can be put in. Also, there has been talk about a parking study, if they are looking into this he would like to propose that they consider building down two stories rather than up two stories on the municipal lot site. He also proposed to use the old fire station for the same purpose, along with acquiring the empty lot on Portsmouth Ave and using this as the primary station.

4. Minutes & Proclamations

Town Clerk Andie Kohler appeared before the Board to present the 2017 Top Dog winners. The top 3 winners for the contest were announced by the Town Clerk and collected their prize. Ms. Kohler thanked the sponsors of the Top Dog contest as we couldn't do it without them.

5. Bid Openings – Court Street Bridge/Culvert Construction

Chairman Clement opened the bids.

George R. Cairns & Sons Windham NH Total Bid: \$976,839

RM Piper Inc. NH Total Bid: \$999,961

Cole River Bridges, Walpole NH Total Bid: \$1,217,725

T Buck Constructions Turner Maine Total Bid: \$1,222,000

MOTION: Selectwoman Gilman moved to refer the bids to the DPW for review, Selectwoman Surman seconded. The motion passed unanimously.

6. Approval of Minutes

a. May 8, 2017

Selectman Chartrand said he said he would vote no for Mr. Dawley in the minutes for an appointment to the EDC and this is true, what is stated in the minutes. He has re thought about this and he has changed his mind on this and will be voting in favor because he believes opposing viewpoints will generate a vibrant conversation. Selectwoman Corson said on page 5, second paragraph says Ms. Deluca and this should be Mr. Selectman Clement said on page 4, under the chamber of commerce says "chamber of wants to open tourist museum" this should be tourist center instead. On page 8 for the solid waste contract bids, about halfway down "there is also a composting pilot at the transfer stations if compost waste" this should state of compost waste. On top page 11, it says "Mr. Chartrand said.."Mr. Chartrand meant it would be wonderful to have input on what is removed and what remains. Mr. Chartrand asked that this sentence be stricken. Selectman Clement said on page 12, under the human services discussion, he wanted to add after "he said he reviewed the criteria..." please add "he says that he reviewed the approval criteria and in his personal opinion...". Selectwoman Corson went back to the composting pilot sentence, this should read the "DPW contemplated"

MOTION: Selectman Chartrand moved to approve the May 8, 2017 meeting as amended. Selectwoman Surman seconded. The motion passed unanimously.

7. Appointments

MOTION: Selectwoman Corson moved to appoint Mike Dawley to the EDC with a term to expire 4/30/20, Selectwoman Surman seconded. The motion passed unanimously.

Discussion Action/Items

a. Housing Advisory Committee Report

Nancy Belanger appeared before the Board to present an introduction to the presentation. Mr. Dean explained the committee process for this committee. Cliff Sinnott appeared before the Board, he explained his role was to mine the data and bring it to the meetings to be processed. They looked at this in two different ways, they tried to weed out the truth from the anecdote. They also wanted to look not just at Exeter, but at the communities around us. A PowerPoint presentation on the committee's work was presented to the Board.

Dave Sharples, Town Planner appeared before the Board, this is a very dense report and they are trying to cover a lot of information in a short period of time. He would like to discuss 10 recommendations, these are in the packet and on the website.

Selectwoman Gilman said none of the information presented is surprising to her, but complimented the Board for their work and she would read through all the data. Selectman Chartrand recognized Ms. Belanger for her work on this committee and driving this to completion. Selectman Chartrand also commented that when Mr. Sharples discussed engaging other towns, it is easy to think of having affordable housing as a bad thing, and he hoped that when it was discussed it could be discussed in a different light. Other communities could look at affordable housing to help not lose community based schools and create affordability and diversity. Selectwoman Surman thanked the committee for their diligent work, she wanted to touch upon the exemptions, she felt this is something they should analyze. Selectwoman Corson felt the report was great and she had no questions now.

Selectman Clement felt there was a wealth of information that was compiled. Selectman Clement noticed during the comparisons that Dover was included and he wondered why. It was explained that they wanted to include communities that had different characteristics. Dover is similar to Exeter with diverse housing stock. They felt Dover was a better big city in comparison. Selectman Clement also asked about the growth expectations for the Seacoast, it was mentioned that Exeter could experience slightly higher growth than projected. What could we experience. It was explained that in the 80's this area was seeing 2% growth, he doesn't believe we will see those types of numbers again. But that the State projection is .24% growth and it is felt that Exeter could experience slightly higher than this. Selectman Clement asked if they could draw a conclusion on what the Exeter housing needs were today and is it driven by consumers or developers. Mr. Sharples said the developers can't necessarily generate the demand but he knows there is a demand for single family houses. As for apartments a new complex is 100% rented already on 80 Epping Road and it is not even open yet. Selectman Clement asked what were people looking for, single family or are they looking for smaller rental units. Cliff Sinnott explained this is anecdotal and there isn't really any data to back an answer up. But there has been a trend towards living closer to services and amenities than living on a larger lot far away in the suburbs.

John Mueller appeared before the Board and he said that it seemed evident that market conditions are affecting this community beyond our control, there is a tremendous market demand for mid-price housing in Exeter. He is also glad that this is being presented during the work being done on the master plan. Selectwoman Gilman had a question about a planned housing charrette, when the group looks at this is one of the considerations going to be how dense that property can be developed. Mr. Sharples said it's all tied to affordable housing, they have been in conversations to figure out how and if they can build single family homes in the affordable range. Density will play into this. Selectwoman Gilman said the heritage commission had maps drawn on the growth of the community over the years and what they are talking about fits into these maps.

Ms. Belanger concluded by thanking the Board for their time, everyone has learned a lot by doing this and she hopes they find it useful. Selectman Clement wanted to make it known that Cliff is the long-standing Executive Director of the Rockingham Planning Commission. He is about to retire and his contributions to Rockingham Planning Commission and to Exeter have been tremendous. A round of applause was given to Mr. Sinnott.

b. Chamber of Commerce Lease Proposal Update

The draft lease agreement is in the packet. Selectman Chartrand felt the lease was great. Selectwoman Surman had a few discussion points as did Selectman Clement. Mr. Dean explained town counsel reviewed this and added a line under number 2 it is the last bit of language. They also added language under 13. Also, under number 12 improvements they are required to provide documentation to match it up for the rent credits. Selectwoman Surman had a question on number 10, she was surprised that counsel was OK with the way this was written. The town does not have termination rights, it is putting a qualifier in the way they can terminate the lease. She doesn't feel comfortable with this, it should read "with 30 day written notice" as a way to fix this. Selectman Chartrand felt this was because the chamber would invest money into this space and would like to see their 3 years out. Selectman Clement just felt that Selectwoman Surman was looking at it from the town perspective.

Selectman Clement had questions about improvements, under item 12. Shouldn't they have up to a maximum amount on what they are allowed to install rather than have it open ended. Also on item 7, he

wondered “as it deems appropriate “on the visitor and tourism services section. Selectwoman Gilman said this is a 3-year lease, the idea of providing visitor and tourism services may change over that time. It doesn’t bother her that is says as it deems appropriate because that may change over time. Selectman Clement felt this had been promoted as a visitor and tourism center and it is more than that. He wants to make sure that it’s defined. Selectman Chartrand sees his concern but he knows the town works closely with the chamber so there will be input by the town. Also, it is a 3-year lease, if they are not happy they do not have to renew the lease. He feels the lease is appropriate for the length of the agreement.

Selectman Clement felt they had an obligation to the town to do the right thing today, and he can see how in the future they will need this space. They are in dire need of additional meeting space. He wants to make sure as they move forward that they are doing this the right way. Selectwoman Corson felt like they did define the appropriateness of what they are going to do due to the last meeting because she understands their intent. She does not have a problem with this. As for meeting space, she feels they do not utilize all available space currently. She does not feel they are inventing anything new as this happens all over. Selectwoman Corson does not have a problem with the lease as written. Selectwoman Gilman felt that if the chamber moves in here, this space could be spruced up and made very nice for meetings in the future.

Selectman Clement asked Todd Deluca of the chamber if they had a problem if they added a cap to the air filtration system. The chamber had no problem with this. Selectwoman Gilman said in state laws, there is no upper level so they can put it what is best for where you live. Selectwoman Surman asked if under number 10 if they deleted the last sentence if the chamber would have a problem. Mr. Deluca explained they added that because of the work they plan to put into the space.

MOTION: Selectman Chartrand moved to approve the agreement between the Town of Exeter and the Exeter area chamber of commerce with the following amendments under section 10 delete the second sentence, under section 12 adding and these credits shall not exceed \$10,000 and to authorize the town manager to sign for the Selectboard. Selectwoman Surman seconded. The motion passed unanimously.

c. Local Project Agreement: NHDOT TAP Grant for Epping Road, Spring Street and Winter Street sidewalk project

Mr. Dean said this is a standard agreement for the TAP grant. Mr. Sharples said he was waiting for governor and council approval, and this has now officially happened. He is looking for the Board to authorize the town manager to execute this and any and all agreements up to the amount previously agreed upon.

Selectwoman Surman asked if this project in concert with any paving going on area. She just wants to make sure that any repairs and paving is done prior to the sidewalks going in. Mr. Sharples said he would talk to the DPW and take this into consideration. Selectman Chartrand wanted to thank the town planner and the town manager for their work on this.

MOTION: Selectwoman Corson moved that the town manager is authorized to execute any documents, agreements and take any and all such actions on behalf of the Town, to complete the Transportation Alternatives Program project in accordance with Town Warrant Article 14 approved on March 16, 2017 and ratified on May 8, 2017. Selectwoman Gilman seconded. The motion passed unanimously.

d. Human Services Committee Charge

Selectman Clement said there was a draft in the packet, Mr. Dean explained that this was put together for the Board's review based on the vote at the last meeting. This is somewhat fluid and they put in a question mark on whether this is a committee or a subcommittee. Selectwoman Surman asked if the committee does all this what does that budget subcommittee do? It was explained that if this is a committee they would review the applications and their recommendations would feed to the budget recommendation committee and the Selectboard. Selectwoman Gilman felt this was the idea of the committee. Selectwoman Surman also felt it was odd that someone on the budget recommendation committee would also be on this committee.

Selectwoman Gilman felt this was to serve as the sounding board for the decision on how much to spend on each one. She felt this should also mention the division of monies and they should meet at least quarterly. Selectman Clement agreed. Selectman Chartrand's view on this was that this committee would really do the work in the way the budget recommendation committee had tried to do previously. The budget recommendation committee would review this but the work would shift to this committee. He acknowledges that this is different but he does feel this is a good idea. It may not work, it may not be the right way but he would like to see them try this. Selectwoman Corson understands that this is a small amount of money compared to rest of the budget, but she could see this committee meeting quarterly and giving them a quarterly review to know where this money is going. Selectwoman Surman wanted to be clear, that she is saying that if this committee is going to do this let's go all in. Selectwoman Gilman said they should perhaps think of this as a department even though it is not, they have to report in.

Selectman Clement said this does not address the funding allocation part. He also looked at the duties, and it is what they budget committee did for years. Now they are asking a smaller group to do what the budget committee has done for years. Selectman Clement does not like that it translates into a one line item into the budget. He would prefer they make the numbers go on the ballot, so now everyone sees what is being voted on and the agencies receiving it. Selectwoman Gilman said that Board of Selectmen in creating this committee also has every authority to disband it. They can try this for this year and see how it works for the next budget cycle. Selectman Chartrand asked if the town not voting in some way on human services is not something he would like to see. Selectman Clement confirmed this and said that doing it this way via an article at the deliberative session gives people the chance to amend the article. Selectwoman Surman agreed with this.

Selectwoman Gilman said she understands what the problem is with not being able to see the allocations, but she went with this recommendation because this is just a trial and maybe the next year they adjust it. Selectman Chartrand said they do have a process that has been approved so they do have to distribute this so let's let this committee do this and see how they do. He acknowledged maybe this should not have been collapsed into the budget as a line item. Selectman Clement wanted them to come back to the Board and make recommendations not make formal decision. This was agreed. Selectwoman Corson felt this committee could become very informed and thus informing the Selectboard more. Selectman Clement asked if they approve a motion tonight to create a committee where the sole purpose is to recommend the allocation of the \$100,000 for 2017. This was agreed.

MOTION: Selectman Clement moved to form a 5-member committee whose charge is to research the human service funding agencies in order to allocate amongst them the \$100,000 budget voted on at the

March 16 town meeting and ratified May 8, 2017 and to work with research provided by the town managers office. Selectman Chartrand seconded. The motion passed unanimously.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exceptions

MOTION: Selectwoman Corson moved to approve tax abatement for, 82/13 in the amount of \$86,759.94. Selectman Chartrand seconded. Selectman Clement abstained Motion passed 4-0-1

MOTION: Selectwoman Corson moved to approve the tax abatement for 65/102/8 in the amount of \$2,140.82. Selectman Chartrand seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to accept yield tax for 47/1/3&4 in the amount of \$1305.54. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to accept a yield tax for 48/3 in the amount of \$509.42. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to accept yield tax for 55/3 & 62/111 in the amount of \$1051.07. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to accept yield tax for 17/1 in the amount of \$900.26. Selectwoman Gilman seconded. The motion passed unanimously.

b. Permits & Approvals

- c. **** Selectwoman Gilman moved to approve application from Exeter Area Greater Federation Women's Club for town hall main floor, lobby and a plywood sign to be displayed May 28-June 3. With the event June 3, 2017 8-12PN. Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve the application from Exeter Public Library for town hall main floor on July 26,2017 and poster board for the week of July 24, 2017, Selectwoman Corson seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve application from Seacoast Idol for town hall main floor for auditions on 4/21/2018 and poster board and plywood board from April 15-22, 2018, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve the application for the Festival of Trees c/o EACC for November 26-Dec 1 2017 for town hall main floor, poster board and plywood board Nov 19-Dec 2, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve a variance for the Memorial Day Parade Committee to post parade signs May 22-29, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve an application for SWAG on Swasey to post signs the Thursday before the Saturday Flea Markets around town per the email submitted. Selectwoman Gilman seconded. The motion passed unanimously.

d. Town Managers Report

Mr. Dean wanted to report on the follow up on the May 16 decision to grant the application for the condos on the lot next to us. They are in the midst of getting quotes for the GPS systems for town vehicles. Property tax bills are out and due July 1st. They expect a concrete pad to be poured out front of town hall for the coast bus stop. There is a reminder for the Memorial Day parade on Monday May 29th at 10AM.

They finalized the contract with Waste Management per the Board discussion at the last meeting. The Kingston Road project is moving forward, they are looking at construction in April 2018 after sending out to bid in October 2017.

e. Selectman Committee Reports

Selectman Chartrand has met with the housing committee last Friday and he wants to recognize Mr. Clement after seeing a video of alewives swimming upstream and he wanted to acknowledge the dam removal process that Mr. Clement got it right.

Selectwoman Surman attended conservation commission on Tuesday May 9th and that evening was a very good meeting. They had presentation on Lincoln Street watershed improvement project and the wireless communication project. She also met with the Swasey Parkway Trustees.

Selectwoman Corson said there was a planning board meeting on Thursday night and they will be seeing the cell tower proposal for Kingston Road.

Selectwoman Gilman said the heritage commission discussed the walking tour and they are choosing the spots they want to discuss. They think they want to do this as a video, which brings up either making this a video or a phone app. The heritage commission is going to do a walking tour on Thursday around the Park Street area. The HDC had a discussion about how they could get more education and they will be looking into grants for this.

Selectman Clement said the dam removal project was a result of many, many people. He thanked the people who voted for this. There is also a Memorial Day parade committee meeting tomorrow night.

f. Correspondence

- Letter from Conservation Commission to the Planning Board for the Rose Farm Development saying no interest in taking 12.9 acres around the spring for conservation.
- Map and letter from Varsity Wireless for the proposed Cell Tower on Kingston Road asking for comments.

9. Review Board Calendar

Next Meeting is June 5th.

Non Public Session

There was no non-public session.

- 10. Adjournment** - Selectman Chartrand moved to adjourn at 9:54PM, seconded by Selectwoman Gilman. The motion passed.

Respectfully Submitted, Jennifer Dionne, Recording Secretary

Appointments – June 5th, 2017

Conservation Commission

David Short, Alternate Member, term to expire 4/30/18

Arts Committee

Irene Graham Hall, term to expire 4/30/18

Darius Thompson, term to expire 4/30/18

John Moynihan, term to expire 4/30/18



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

To: Board of Selectmen

From: Russ Dean, Town Manager

RE: NHDES RAP Meeting, May 25th, 2017

On May 25th, 2017, the Town's consultant AECOM (formerly URS) met with representatives of NHDES regarding continued steps on the Remedial Action Plan (RAP) associated with the property leased in part by the Exeter Sportsmens Club.

The NHDES has two new personnel working with the town on issues at the site, Amy Doherty and Karlee Kennison. One outcome of the meeting was the town could potentially place an AUR (activity use restriction) on impacted portions of the property provided it can be shown 1) there is no impact to groundwater; and 2) any soil concentrations of lead (or other constituents) above their respective upper concentration levels are removed. As you know, work has already been conducted work on "Area 1" to remove contaminated soils as part of the berm building project from 2014.

In summary, the NHDES indicated they would rather have the town collect additional data to show the absence of impacts to soil, groundwater, and surface water rather than do risk characterization. It is anticipated the NHDES will follow up with a letter to the town in the next few weeks, and additional work will be outlined at that point consistent with the groundwater sampling program currently being undertaken by the town. Once that letter is received it will be forwarded to the Board.

Fire Chief Brian Comeau, and AECOM consultants Gary Garfield and Bettina Eames continue to represent the town regarding action steps on the remedial action plan.



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

MEMO

DATE: June 2, 2017
TO: Russell Dean, Town Manager
FROM: Jennifer R. Perry, P.E., Public Works Director
RE: 2017 Paving

Please find attached Bell & Flynn, Inc., proposal for road reconstruction and paving. The 2016 unit pricing would remain in effect: \$69.90/ton for binder and arterial surface course, \$70.90/ton for non-arterial surface course, and \$71.90/ton for arterial surface course. The paving list this year includes several smaller streets in neighborhoods with dead-ends; that pricing is 72.90/ton.

The 2017 road surface management budget is \$800,000. The following streets are scheduled for paving in 2017:

- Front St (Spring to Elliot) 2" overlay
- Great Hill Ct shim & overlay
- High St (Ports Ave to Drinkwater) 2" overlay
- Railroad Ave 2" overlay
- Morrow St 2" overlay
- Winter St reclaim
- Harvard St shim & overlay
- Dartmouth St shim & overlay
- Rockingham St shim & overlay
- Whitley St shim & overlay
- Bow St reclaim
- Clifford St shim & overlay
- River St Ext shim & overlay
- Brown Ct shim & overlay
- Franklin St shim & overlay
- River St shim & overlay
- South St shim & overlay
- Towle/Wheelwright Neighborhood 2" overlay
- Rocky Hill Ave Reclaim
- Marlboro St Reclaim

This proposal is competitive with installed tonnage prices for other southeastern New Hampshire communities. The Department recommends extending the road reconstruction and paving contract with Bell & Flynn for 2017.

BELL & FLYNN LLC

Pavement Reclamation
Engineers & Contractors

Planning · Testing · Design · Engineered/Reconstruction · Construction

Telephone: (603) 778-8511
Fax: (603) 772-4396

69 Bunker Hill Avenue
Stratham, NH 03885

June 1, 2017

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

Dear Mr. Dean,

Despite continuing cost increases associated with wages/benefits, equipment/maintenance, transportation/energy and regulatory requirements which are customarily reflected in increased unit prices at the commencement of each construction season and despite a \$1.50/T increase in the cost of bituminous concrete pavement as determined per NHDOT asphalt cement adjustment clause (Item 1010.2), Bell & Flynn LLC is pleased to be able at this time to offer to extend the current contract for road reconstruction services with the following modification upon mutual agreement by the Town of Exeter.

The Unit Price of Pay Item #1, "Bituminous Concrete Paving", per ton, in place, per Project Manual and Specifications, shall remain: \$69.90 per ton for Binder Course and Arterial Surface Course (e.g. Winter, Bow and Clifford Streets)
\$70.90 per ton for Surface Course (e.g. Great Hill Ct, Railroad Ave)
\$71.90 per ton for Surface Course (Downtown, Front St, High St)

thru September 15, 2017. The unit price for Dead End Streets, e.g. Rocky Hill, Marlboro St, Morrow St and the Harvard, River and Towle/Wheelwright neighborhoods and the installation of Leveling Course shall be \$72.90/T (the same unit price paid for all pavements installed during the 2012-2014 construction seasons!). The unit price of Bituminous Concrete Pavement installed after September 15, 2017 shall be subject to adjustment per NHDOT asphalt adjustment clause (Item 1010.2). All other terms, conditions and prices including pavement reclamation, fine grading and compaction, and installation of additional asphalt stabilized base material shall remain unchanged.

In recent years, the Exeter Board of Selectmen has opted to extend the annual paving contract, thereby avoiding mid-season price increases of as much as \$6.00 per ton. Despite current stability in 2017 spring start up pricing, normal seasonal demand exacerbated by continued geopolitical dynamics in crude oil markets (Iran, Iraq, Syria, Isis, OPEC Cartel) is anticipated to again increase the price of asphalt pavements through the summer months of 2017. While the fundamental market dynamics of liquid asphalt remain subject to volatility and hot mix asphalt producers are understandably reluctant to enter long-term price commitments, after extensive negotiations with our suppliers Bell & Flynn LLC is currently able to guarantee pricing for all paving services completed prior to September 15, 2017, securing pricing indexed to the NHDOT March 15, 2016 asphalt cement adjustment and protecting the Town of Exeter from repercussions of the June 15, July 15, and August 15 monthly adjustments. Considering these anticipated cost increases, in an attempt to provide price stability (at the lowest possible price!) and the highest quality of paving services it should again prove beneficial to the Town of Exeter to extend the current contract for road reconstruction services including paving and to complete as much work as possible prior to mid-September.

Thanking you in advance for your thoughtful consideration of the letter, I remain,

Sincerely,


John T. Bell
Vice President



EXETER PUBLIC WORKS DEPARTMENT

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

MEMO

DATE: June 2, 2017

TO: Russell Dean, Town Manager

FROM: Paul Vlasich, PE – Town Engineer

RE: Award of Post-Construction Contract Amendment to VHB
For Regulatory and Permit Requirement Consulting Services

The Public Works Department is recommending that a contract amendment be awarded to VHB for the sum of \$95,400 for engineering support for regulatory and permit requirements during the post-construction phase of the Great Dam Removal Project. VHB has been associated with the project from the initial feasibility study, through design and permitting, submitted grant requests and provided construction related services during the dam removal and water intake modifications. This next phase of the project focuses on:

- Filing a Letter of Map Revision (LOMR) in accordance with National Flood Insurance Program (NFIP) regulations to document the change in floodplain elevation and inundation coverage resulting from the dam removal
- Meeting the remaining stipulations of the Section 106 Memorandum of Agreement (MOA) with the US Army Corps of Engineers and New Hampshire State Historic Preservation Officer
- Preparing the 2017 annual report long-term monitoring in accordance with Condition 34 of the NHDES Dam Removal Wetlands Permit.

The timeline for award of this amendment is most critical for the LOMR task as the process is a lengthy one. A copy of the specific stipulations from the approved MOA is attached for your reference. This contract amendment will address stipulations #3, #5 and #6. The other stipulations are complete.

Funding for this portion of the project will come from the Public Works budget item:

01-4312-0602-4335 PH-Dam Maintenance

where \$120,000 was budgeted for this work and work associated with additional surveying for the Pickpocket Dam breach analysis. Current survey contracts, this amendment, and procurement and installation of the remaining stipulations are anticipated to be within this budget.

Great Dam Removal, Exeter NH – Section 106 MOA

1. The Town will preserve the existing headworks and underground penstock behind the headworks, and the gears on top of the headworks, which are on the east side of the dam. If the above-ground concrete headworks section cannot be preserved, then the Town will re-install the gears to a location in Founders Park on the east side of the Exeter River. NHDHR will be provided an opportunity to consult on the location of the gears if they cannot be preserved in place.
2. The Town will submit project plans at 90% completion to NHDHR for review and comment to ensure that the preservation of existing historic fabric is maintained to the greatest extent possible to minimize impact to the District. NHDHR to have 30 days to review and comment on the plans.
3. The Town will assemble and store archival materials on the history of the dam and the Exeter Manufacturing Company and ensure that these are accessible to the public at the Exeter Public Library and/or the Exeter Historical Society. These materials will include a copy of the pertinent dam files from the New Hampshire Department of Environmental Services (NHDES) Dam Bureau and a compilation of existing information (historic photos, pertinent historic documents, NHDHR individual inventory form and project area form) in one archival box (or series of boxes). All folders will be archival. Boxes will include a catalog of contents.
4. The Town will hire a photographer to take high resolution digital archival photos during the removal process. The Town will make these digital and printed photos available to the public and future researchers (stored at either the Exeter Public Library or the Exeter Historical Society) so that they can provide suitable raw material for historical displays about the dam as suggested in Item 6 below. The photos will be numbered and keyed to a plan, and accompanied by a log which lists the views.
5. The Town will commission an outside marker (text only) that is similar to existing Exeter Historic District Commission signage to explain the history and evolution of the dam site. Outside marker would likely be placed in Founders Park. Text to be reviewed by a qualified Architectural Historian. NHDHR to be provided 30 days to review and comment. NHDHR to be consulted on final location prior to installation.
6. The Town will create an interior historical exhibit commemorating the dam that would be on display inside the Exeter Library. NHDHR to be consulted on the final location inside the library prior to installation of the exhibit. The main feature of the exhibit will be an etched glass panel or other suitable material displaying a photograph of the dam which would serve as a viewing station so that citizens and visitors can understand the location and configuration of the dam. The exhibit will also include additional historic and modern photographs of the dam site and will contain a narrative explaining the dam's function and historic importance. The cost of the exhibit should not exceed \$20,000 for the cost of development, fabrication, and installation. Development of the exhibit will be overseen by a 36 CFR 61 qualified Architectural Historian. NHDHR to be provided 30 days in which to review and comment on draft text.

II. DURATION

This MOA will be null and void if its terms are not carried out within three (3) years from the date of its execution. Prior to such time, USACE may consult with the other signatories to reconsider the terms of the MOA and amend it in accordance with Stipulation V, below.



Phone 617.924.1770
 Fax 617.924.2286
 www.vhb.com

101 Walnut Street
 PO Box 9151
 Watertown, MA 02472-4026

Engineers | Scientists | Planners | Designers

Client Authorization

New Contract

Date April 12, 2017
 Revised May 16, 2017

Amendment No. 4

Project No. 52151.04

Project Name Great Dam Removal

To: Paul Vlasich
 Town of Exeter
 13 Newfields Road
 Exeter, NH 03833

	Cost Estimate	
	Amendment	Contract Total
Fee	\$95,400	\$553,256

E-mail: pvasich@exeternh.gov

Lump Sum Time & Expenses
 Cost + Fixed Fee Labor Multiplier

Phone No: 603.773.6160

VHB will provide engineering support for regulatory and permit requirements during the post-construction phase of the Great Dam Removal Project in Exeter, New Hampshire. At present time, construction activities associated with removal of the Great Dam and reconstruction of the river channel have been completed. The remaining requirements include filing a Letter of Map Revision (LOMR) in accordance with National Flood Insurance Program (NFIP) regulations to document the change in floodplain elevation and inundation coverage resulting from the dam removal; meeting the remaining stipulations of the Section 106 Memorandum of Agreement (MOA) with the US Army Corps of Engineers and New Hampshire State Historic Preservation Officer; and preparing the 2017 annual report for long-term monitoring in accordance with Condition 34 of the NHDES Dam Removal Permit. VHB has prepared the following scope of services to continue to support the Town on this project.

SCOPE OF SERVICES

The following scope of work has been developed based on our understanding of the project through the construction phase and discussions with the Town Engineer. The following scope details what engineering support services are required by the end of calendar year 2017.

Task 1 – LOMR Preparation and Filing

VHB will provide the following engineering support services during the preparation and filing of a LOMR for the Great Dam Removal Project. VHB proposes to adapt the dam removal hydraulic study and the technical supporting data previously prepared by VHB to create a LOMR application to FEMA. The LOMR application will request that the Base Flood Elevation (BFE), the regulatory floodplain and floodway be modified to reflect post-dam removal conditions for the following river reaches impacted by the dam removal:



Ref: 52141.04
April 12, 2017
Page 2

- The Exeter River extending from the String Bridge crossing downstream to the Pickpocket Dam upstream.
- The Little River (No. 1) extending from the confluence with the Exeter downstream to the NH Route 111A crossing upstream

Preparing and filing the LOMR will incorporate the following sub-tasks:

Task 1.1 - Data Collection and Coordination

Prior to filing, VHB will schedule a conference call with FEMA officials to confirm VHB's approach to incorporate the Great Dam removal into regulatory flood maps and profiles. This call will be to confirm our approach of using the preliminary Flood Insurance Study (FIS) model as the pre-project model and not creating a duplicate effective model of the Exeter River.

This task also includes time to request, acquire, and review the effective hydraulic model of the Little River (No.1). This river was not included in the Great Dam removal analysis model, but will be required for the LOMR process as the backwater effects from the Exeter River impact the Little River. VHB has also budgeted coordination time to meet with the Town of Exeter flood plain coordinator to review the LOMR filing application to obtain concurrence and the signature on the MT-2 forms.

Task 1.2 - Develop Hydraulic Models

VHB will adapt and revise the existing hydraulic model prepared for dam removal analysis, incorporating additional modeling data acquired from FEMA for the Little River (No. 1), and will prepare the following two (2) hydraulic models using the Army Corps of Engineers HEC-RAS modeling software:

- Pre-Project Model (representing existing conditions immediately prior to removal of the dam)
- Post-Project Model (representing conditions following removal of the dam)

Once the models are complete, VHB will generate flood inundation boundary and flood profile data in support of the LOMR filing.

Task 1.3 - Prepare LOMR Filing Materials

In accordance with NFIP LOMR requirements, VHB will prepare the following applicable MT-2 forms:

- Form 1, Overview and Concurrence
- Form 2, Riverine Hydrology and Hydraulics
- Form 3, Riverine Structures Forms

VHB will also prepare a Project Narrative summary document, a certified Topographic Work Map, revised flood profile sheets, and Annotated FIRM panels for each map affected by the Great Dam Removal. VHB has determined that this LOMR would impact the following seven (7) Flood Insurance Rate Map (FIRM) panels:

- 33015C0401E
- 33015C0402E
- 33015C0403E
- 33015C0404E
- 33015C0406E
- 33105C0408E
- 33015C0382E



Task 1.4 - Property Owner Notifications

The LOMR application, if accepted, would show the revised BFE and regulatory floodplain extents resulting from the dam removal. Because the LOMR includes a change to the Effective BFE, notification of individual property owners affected by the change is required per NFIP regulation subparagraph 65.7(b)(1). VHB has reviewed GIS mapping of tax parcels within the existing and proposed regulatory floodplain and identified that notification would be required for approximately 425 individual property owners. VHB will prepare notification letters and mail letters via USPS Certified Mail, Return Receipt, to all property owners impacted by the change in the regulatory floodplain.

Task 1.5 - LOMR Filing

VHB will assemble the filing materials and submit a complete application to FEMA. VHB assumes the project filing will be fee exempt as the project was for habitat restoration and was funded in part by Federal and State funds.

Task 1.6 - Respond to FEMA Comments

VHB will attempt to file a complete and accurate LOMR application package to FEMA. However, based on previous experience with LOMR applications, VHB has budgeted an allowance for time to review and respond to FEMA comments. FEMA has 90 days to review the LOMR application and issue comments. FEMA typically issues comments on LOMR applications to request additional information or clarification. We will notify the Client and submit an amendment if the anticipated effort to address FEMA's comments exceeds the budget remaining.

Task 2 – Section 106 MOA Stipulation Support

VHB will perform support services to the town for the remaining uncompleted mitigation measures required as part of Section 106 Memorandum of Agreement (MOA). At present, Stipulations 1, 2, and 4 have been met by the Town, with the remaining Stipulations to be completed. The provided services for Stipulations 3, 5, and 6 are included within this scope of services.

Task 2.1 – Stipulation 3

VHB will assemble and archive materials from the research on the dam and store the materials in archival boxes. We will then provide a list of contents and provide copies to both the Exeter Public Library and the Exeter Historical Society. Materials included in the archival record are expected to include the following:

- *Exeter Great Dam Binder (large binder with an assortment of documents, including deeds, correspondence, some mapping, and brief histories)*
- *Project Area Form and Individual Inventory form for dam (includes all of the many components to the PAF)*

VHB will perform the following services as part of this subtask:

- Identify and copy any other pieces of information (such as inventory forms for other properties, histories, etc.)
- Compile a list of all contents
- Identify and order the correct boxes/folders for the archival storage of the materials



- Deliver (mail or in person) the archival boxes to the two repositories

Task 2.2 - Stipulation 5

VHB will coordinate the preparation of the required outdoor marker. As part of this task, VHB will need to determine sign specifications (size, number of characters, etc.) prior to suggestions for information on the sign. We assume ideas for the sign will be obtained from the Heritage Commission, which is the appointed body for work on the mitigation measures. Once size and number of characters are understood, VHB will provide suggestions for text, for review by those appointed by Town to review the text. The final text must be reviewed by a 36 CFR qualified architectural historian and the proposed location of the sign and text must be reviewed by NHDHR. We understand the Heritage Commission would prefer a high-pressure laminate type sign that includes illustrations as opposed to a metal sign originally envisioned. VHB has assumed that for this task the sign would remain the outdoor metal sign, if a sign that includes illustrations is determined to replace a metal sign VHB will develop an amendment to cover this additional effort. This additional effort will require amending the MOA, including negotiating with the regulatory agencies and signatories to the MOA, and additional effort to develop a more detailed sign. Our estimated price assumes we are responsible for writing the content for the sign and taking major responsibility for getting the sign designed, text written, and preparation for specifications for installation. Two rounds of review, one by the Heritage Commission and one by NHDHR, is included. We assume that subcontracting a fabricator and installer will not be performed by VHB. We estimate that this will cost between \$2,000 and \$3,200.

VHB will perform the following services as part of this subtask:

- Discuss and obtain signage specifications from appropriate agency or commission
- Obtain ideas of general content of sign from appointed group
- Prepare draft text for the sign
- Circulate and compile comments from those appointed to review for the Heritage Commission
- Edit the draft text for the sign to address Heritage Commission comments
- Work with Town and appointees reviewing the sign on appropriate location
- Submit sign location and proposed text to NHDHR
- Revise the sign location and text to address NHDHR comments, if necessary
- Finalize and submit deliverable to the Town. The deliverable is a set of electronic files of the exhibit for delivery to a fabricator

Task 2.3 - Stipulation 6

VHB will coordinate the establishment of an exhibit within the Exeter Public Library. The content, location and materials for the sign must be overseen by a 36 CFR qualified architectural historian, but does not have to be written by that person. NHDHR requests consultation on proposed location and draft text. Based on the conversation with the Exeter Heritage Commission, we assume a single large panel for all the captions at the bottom of the library stairs and 8-10 panels (possibly 2 feet by 2 feet each, and numbered to correspond to the caption panel) for the maps and photos that would be attached to the wall going up the stairs. The ability to move the exhibit elements was also desired by the Commission. This task also includes the design of an etched glass panel (approximately 2 feet by 3 feet), including photo rendering or development of a simplified line drawing to be supplied to the fabricator. We assume that subcontracting a



fabricator and installer will not be performed by VHB. We estimate that this will cost between \$3,000 and \$5,000.

VHB will perform the following services as part of this subtask:

- Work with the Library and Town appointed committee (Heritage Commission) on location and content of exhibit, including one on-site meeting
- One in-person meeting, and one conference call (as necessary) with committee to discuss content ideas, exhibit materials, and images, and to finalize location plan
- Prepare draft concepts for content and images with VHB graphic designer for the etched glass and photo panels
- Write text for panels, which will be provided to the Heritage Commission for comment and review (up to two drafts per panel)
- Obtain estimates from manufacturers for exhibit fabrication and installation to identify cost options
- Prepare draft exhibit panels and location plan, as approved by the Heritage Commission, for submission to NHDHR
- Edit/modify the exhibit to address comments from NHDHR as necessary; if NHDHR provides substantive comments regarding the content or location plan, an additional finalized draft of the affected components will be provided the Heritage Commission for review and input

Task 3 – Long Term Monitoring and Permit Compliance (Annual Monitoring Report)

VHB will provide the following engineering support services as part of the long-term monitoring and permit compliance following completion of the project. These services are required annually for five years following construction completion and this scope of services cover the first year.

- Survey of five (5) cross sections within and across the Exeter River at the locations designated with permanent monuments and subsequent preparation of cross section data in AutoCAD and PDF formats
- A VHB qualified engineer and environmental scientist will attend one (1) site visit to evaluate post-construction conditions and to discuss project status, monitoring schedule and to observe/assess the hydraulics/fish passage conditions of the project site with the Town, State, and Federal agencies. If it is determined at this site visit adjustments to the boulder cluster placements or river micro-grades are necessary VHB will develop an amendment for support of this additional work.
- A VHB qualified engineer will attend one (1) site visit to evaluate post-construction conditions and take photos to be included in the annual report
- Prepare and submit an annual post-construction monitoring report; the report will include cross sectional data, fish counts to be provided by USFG, and other notable changes.



Ref: 52141.04
 April 12, 2017
 Page 6

COMPENSATION

	Amendment #4		
	<u>Labor</u>	<u>Expenses</u>	<u>Total</u>
Task 1 - LOMR Preparation & Filing			
Base Bid			
1.1 Data Collection and Coordination	\$ 6,100	\$ 300	\$ 6,400
1.2 Develop Hydraulic Model	\$ 9,200		\$ 9,200
1.3 Prepare LOMR Filing Materials	\$ 19,700	\$ 1,500	\$ 21,200
1.4 Notifications (425)	\$ 3,800	\$ 2,800	\$ 6,600
1.5 LOMR Filing	\$ 6,300	\$ 500	\$ 6,800
1.6 Respond to FEMA Comments	\$ 6,000		\$ 6,000
			\$ 56,200
Task 2 - Section 106 Coordination			
2.1 Stipulation 3 - Archive	\$ 1,900	\$ 250	\$ 2,150
2.2 Stipulation 5 - Outdoor Sign	\$ 8,200	\$ 300	\$ 8,500
2.3 Stipulation 6 - Library Display	\$ 15,900	\$ 750	\$ 16,650
			\$ 27,300
Task 3 - Long Term Monitoring			
3.1 Annual Report	\$ 11,400	\$ 500	\$ 11,900
			\$ 11,900
Grand Total			\$ 95,400



Ref: 52141.04

May 16, 2017

Page 7

ASSUMPTIONS

1. A LOMR is the preferred vehicle to record the map change associated with removal of the Great Dam in order to complete the process within calendar year 2017. If FEMA officials require a PMR instead due to the area of the map change, VHB will work with the Town to amend the scope of services accordingly.
2. VHB can prepare the MT-2 forms that comprise the LOMR application. However, the application is not complete and will not be accepted by FEMA until the local floodplain administrator for Exeter reviews and signs the application. VHB will work with the local floodplain coordinator to review the findings of this study.
3. The effective NFIP flood flows will be sufficient for this analysis and VHB will not prepare an additional hydrologic analysis as part of this work.
4. FEMA's review fee for this work will be consistent with a "LOMR Based on Bridge, Culvert, Channel, or Hydrology, or Combination Thereof" for a total fee of \$9,250 plus \$60/hour (variable) for FEMA Review. If fee is over \$9,250 VHB will develop and amendment to cover the additional cost.
5. VHB assumes that mailings will be required for up to 425 notices to individual property owners affected by the LOMR.
6. This scope of services includes only the site visits and meetings described in the tasks above. If additional visits or meetings are necessary, we would be happy to negotiate as additional work items.
7. All work enumerated in this scope will be completed in calendar year 2017 in accordance with Town budget requirements. VHB understands that funding will not be available until the Town budget is voted on at the annual Town Meeting in March 2017. and The LOMR process includes an initial 90-day review period by FEMA, and a second 90-day review period for additional data submitted in response to the initial review. Given these scheduling limitations, VHB assumes that the Town will issue the NTP in a timely manner following approval of the Town budget in March 2017.
8. VHB anticipates that only three (3) years of post-construction monitoring will be required in accordance with Condition 34 of the NHDES permit. Up to two (2) additional may be required to satisfy the ARM Grant Condition 4 if success criteria are not demonstrated within the first 3 years following construction. This proposal only includes scope for a single year of monitoring in 2017.
9. If it is determined that tasks not outlined in the above scope of services are required, VHB will work with the Town to amend the scope of services in line with the approved authorization or prepare a new work authorization, at the client's request, that contains the Scope of Services, fee, and schedule required to complete the additional work items.



Ref: 52141.04
April 12, 2017
Page 8

Prepared By: **David Cloutier**

Department Approval: **J. San Antonio**

Please execute this Client Authorization for VHB to proceed with the above scope of services at the stated estimated costs. No services will be provided until it is signed and returned to VHB.

Subject to attached terms & conditions.

Subject to terms & conditions in our original agreement dated August 26, 2014.

Vanasse Hangen Brustlin, Inc. Authorization

Client Authorization (Please sign original and return)

By _____

By _____

Print _____

Print _____

Title _____


Title _____

Date _____

Date _____

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen

FROM: Russ Dean, Town Manager 

RE: 18 Garrison Lane

DATE: June 5th, 2017

The Town of Exeter executed a tax deed on 18 Garrison Lane in November of 2015. The property is described in the attached online tax card. There has been much interest in the property as the town has received several phone calls from interested parties.

The property may be held onto by the town, or disposed of via RSA 80:89. These options include a sealed bid process, or an auction process. At this time, we are recommending the Town contract with a local auctioneer to sell the property. There are multiple firms that specialize in the sale of tax deeded property and we are in the process of getting quotes from these firms. The chosen firm would handle all aspects of the auction including advertising, setting a minimum bid, and conducting the auction itself.

An affirmative vote to move ahead with this process would be appreciated. Any excess proceeds from the sale of the property would revert to the prior owners. In addition, any premium from an auctioneer would be taken from the sale proceeds resulting in no additional cost to the town.

18 GARRISON LN

Location 18 GARRISON LN

Mblu 56 / / 1 / /

Acct# B4400R

Owner EXETER TOWN OF

Assessment \$242,500

Appraisal \$242,500

PID 916

Building Count 1

Current Value

Appraisal			
Valuation Year	Improvements	Land	Total
2016	\$106,500	\$136,000	\$242,500

Assessment			
Valuation Year	Improvements	Land	Total
2016	\$106,500	\$136,000	\$242,500

Parcel Addresses

Additional Addresses		
Address	City, State Zip	Type
18 GARRISON LN		Primary

Owner of Record

Owner EXETER TOWN OF
Co-Owner
Address 10 FRONT ST
 EXETER, NH 03833

Sale Price \$0
Certificate
Book & Page 5672/0121
Sale Date 11/16/2015
Instrument 35

Ownership History

Ownership History					
Owner	Sale Price	Certificate	Book & Page	Instrument	Sale Date
EXETER TOWN OF	\$0		5672/0121	35	11/16/2015
BIBEAU ROBERT C	\$0		1930/ 341		

Building Information

Building 1 : Section 1

Year Built: 1958
Living Area: 1,410
Replacement Cost: \$182,064
Building Percent Good: 57
Replacement Cost Less Depreciation: \$103,800

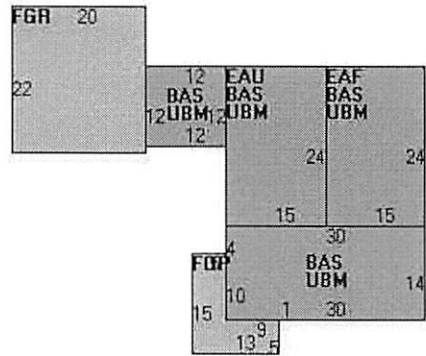
Building Photo



(http://images.vgsi.com/photos/ExeterNHPhotos//\00\00\94\19

Building Attributes	
Field	Description
Style	Cape Cod
Model	Residential
Grade:	Average
Stories:	1 1/2 Stories
Occupancy	1
Exterior Wall 1	Wood Shingle
Exterior Wall 2	Clapboard
Roof Structure:	Gable/Hip
Roof Cover	Asph/F Gls/Cmp
Interior Wall 1	Drywall/Sheet
Interior Wall 2	
Interior Flr 1	Carpet
Interior Flr 2	Hardwood
Heat Fuel	Coal or Wood
Heat Type:	Floor Furnace
AC Type:	None
Total Bedrooms:	3 Bedrooms
Total Bthrms:	1
Total Half Baths:	0
Total Xtra Fixtrs:	
Total Rooms:	8
Bath Style:	Average
Kitchen Style:	Average
MHP	

Building Layout



Building Sub-Areas (sq ft)			Legend	
Code	Description	Gross Area	Living Area	
BAS	First Floor	1,284	1,284	
EAF	Attic, Expansion, Finished	360	126	
EAU	Attic, Expansion, Unfinished	360	0	
FGR	Garage, Framed	440	0	
FOP	Porch, Open, Finished	115	0	
UBM	Basement, Unfinished	1,284	0	
		3,843	1,410	

Extra Features

Extra Features				Legend
Code	Description	Size	Assessed Value	Bldg #
FPL2	1.5 STORY CHIM	1 UNITS	\$2,200	1

Land

Land Use

Use Code 903R
Description MUNICIPAL MDL-01
Zone R-1
Neighborhood 50
Alt Land Appr No
Category

Land Line Valuation

Size (Acres) 2.8
Frontage 0
Depth 0
Assessed Value \$136,000
Appraised Value \$136,000

Outbuildings

Outbuildings						Legend
Code	Description	Sub Code	Sub Description	Size	Assessed Value	Bldg #
RPV1	PAVED DRIVE - SM			1 UNITS	\$500	1

Valuation History

Appraisal			
Valuation Year	Improvements	Land	Total
2016	\$106,500	\$136,000	\$242,500
2015	\$103,100	\$136,000	\$239,100
2014	\$96,500	\$136,000	\$232,500

Assessment			
Valuation Year	Improvements	Land	Total
2016	\$106,500	\$136,000	\$242,500
2015	\$103,100	\$136,000	\$239,100
2014	\$96,500	\$136,000	\$232,500

TOWN OF EXETER NH
 REPURCHASE CALCULATIONS - TAX DEEDED PROPERTY
 AS OF JUNE 1, 2017

Names: Robert C. Bibeau and Joan V. Bibeau
 Map-Lot: 56-1
 Property Location: 18 Garrison Lane
 Levy Years Deeded: 2011 & 2012
 Deed Recorded Book-Page: 5672-0121
 Date of Recording: November 20, 2015
 Assessed Value: 239,100
 Year of Value: 2015
 2015 Equalization Ratio 95.90%

Taxes & interest due as of June 1, 2017	\$ 59,859.07
Assessed valuation penalty fee - \$239,100 * .959* 10%	\$ 22,929.69
Legal fees	\$ 986.36
Tax lien redemptions plus postage 4 @ \$2.00 + \$0.49	\$ 8.49
Collector's fee for each deed made, recorded and delivered to Town & lienholder (RSA 80:81, 1-f) (plus recording fees) (\$10.00 +\$2.00) (No lien holders other than Town of Exeter)	\$ 12.00
Repurchase letter costs per RSA 80:89 1	\$ 10.00
Repurchase letter sent by certified mail	\$ 6.74
Repurchase letter sent by regular mail	\$ 0.49
Total due as of June 1, 2017	<u>\$ 83,812.84</u>

List for Selectmen's meeting June 5, 2017

Abatement

<u>Map/Lot</u>	<u>Location</u>	<u>Amount</u>
61/30	11 Garrison Ln	\$5,000.00
62/56	42 Brentwood Road	\$642.88
72/16	4 Front Street	Denial

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



Application for Use of Town Facility

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

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

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

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

Representative:

Name: Karen Desrosiers Address: 41 Washington Street

Town/State/Zip: Exeter, NH 03833 Phone: 580-2066

Email: kdesrosiers@ttlc.net

Organization:

Name: Exeter Arts Committee Address: 9 Front Street

Town/State/Zip: Exeter, NH Phone: _____

Reservation Details:

Type of Event/Meeting: Performance Poetry Date: 10-26 and 10-27, 2017

Times of Event: evening Times needed for set-up/clean-up: _____

of tables: _____ # of chairs: 100 Will food/beverages be served? Yes No

Tech/ AV Services Needed: Yes No Details _____

Requirements:

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

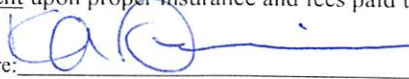
Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested in writing.

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

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

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

Applicant signature:  Date: 5/25/17

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

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



Application for Use of Town Facility

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

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

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

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

Representative:

Name: Dave Sharples Address: 10 Front St
Town/State/Zip: Exeter Phone: 773-6114
Email: dsharples@exeternh.gov

Organization:

Name: Seacoast Workforce Housing Coalition Charrette Address: _____
Town/State/Zip: _____ Phone: _____

Reservation Details:

Type of Event/Meeting: Workgroup / meeting Date: 10-18 to 10-20-17
Times of Event: 10-18 noon-9pm & 10-20 7:30am-8pm Times needed for set-up/clean-up: 10 am to 9 pm
of tables: 10 # of chairs: 100 Will food/beverages be served? Yes
Tech/ AV Services Needed: Yes No Details: Cordless microphone, also record public input session

Requirements:

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

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

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested in writing.

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

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

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

Applicant signature: [Signature] Date: 5/22/17

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

Office Use Only:

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

6-8 on 10/18



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

MEMO

DATE: May 15, 2017

TO: Russell Dean, Town Manager
Doreen Ravell, Finance Director

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

RE: 2017 Highway Heavy Equipment Purchase Recommendations

6 Wheel Dump Truck #28

Passage of Warrant Article 21 at the 2017 Town Meeting authorized the lease/purchase of a new 6 wheel dump truck in the total amount of \$168,968 (\$33,794 for first of 5 payments) for the replacement of a 2004 International 6-wheel dump truck in the Highway Division.

Quotes were obtained from 2 vendors for the cab & chassis and compared to State Bid pricing from a 3rd vendor:

Liberty International	International 7400 SFA 4x2	\$85,485
McDevitt Truck of NH	Western Star 4700SF 4x2	\$98,894
Freightliner of NH	Freightliner 108SD 4x2	\$133,402 (State Bid)

Quotes were obtained from 2 vendors for the installation of all body & plow systems

HP Fairfield	Stellar Hooklift/Everest Skids	\$90,332
Donovan Equipment	Palfinger Hooklift/Everest Skids	\$95,151

The lowest quotes from Liberty International and HP Fairfield were used to put forth the lowest price package.

2018 International 7400 Cab & Chassis	85,485
Hooklift system, skids, plow equipment	90,332
Radio (Two-way)	2,000
Less Trade-In Allowance	-12,000
Net Sales Price	165,817

The net sales price is less than the authorized amount in the warrant article. We recommend purchase of the 2018 6-wheel dump from Liberty International Trucks of Manchester, NH, with outfitting of the hooklift bodies and plowing equipment by HP Fairfield.

Backhoe/Loader #41

Passage of Warrant Article 22 at the 2017 Town Meeting authorized the lease/purchase of a new backhoe/loader in the total amount of \$137,718 (\$27,544 for first of 5 payments) for the replacement of a 2004 Caterpillar 420-D in the Highway Division.

During the 2017 capital improvement program and budget process, the Department originally planned to replace the 2004 Caterpillar 420-D backhoe with a new Caterpillar backhoe for over \$150,000. At the request of the Budget Recommendations Committee, a service life extension program for the 2004 Cat was researched, which would have cost over \$127,000. Instead of refurbishing the 2004 Cat with 9600 hours on it, the Department recommended pursuing a cheaper, but comparable John Deere 410L. Nortrax has provided the **maximum allowable John Deere municipal discount**.

2017 John Deere 410L	136,780
<u>Less Trade-In Allowance</u>	<u>-26,000</u>
Net Sales Price	110,780

The net sales price is less than the authorized amount. We recommend purchase of the 2017 backhoe from Nortrax of Pembroke, NH.

Town
of
Exeter



Russ Dean <rdean@exeternh.gov>

Street Lights On During the Day

Wade, Scott <wade@unitil.com>
To: Russ Dean <rdean@exeternh.gov>

Fri, May 12, 2017 at 10:32 AM

Hi Russ - I saw Don Clements today at our annual municipal emergency response meeting. After the meeting he mentioned to me how he mentioned to you about seeing a bunch of lights around town that were staying on during the day and he was concerned it was costing the town more \$. I explained to him that it does not cost the town any more money because street lights are not metered. The town pays the same amount regardless if they are on 24/7 or off 24/7. What happened is that it appears we received a bad batch of photo cells. We have a 5 year rotating program to replace all our bulbs and photo cells of street/flood lights – normally by an area or town. We completed Exeter this year and after it was completed we started noticing several lights in town were staying on. Thankfully not all of them so we think it may have been just one or two bad boxes of cells. We have been chasing them down (the one's we are aware of) and replacing the photo cells. We have had a number of calls from residents and alike reporting them which is good as the bulb will burn out a lot quicker obviously. If you happen to see one/some certainly let me know.

Thank you, Scott

Scott D. Wade
Manager, Electric Operations

Seacoast Division



114 Drinkwater Rd.
Kensington, NH 03833

T 603.777.5533 M 603.944.7897 F 603.777.5633

www.unitil.com

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error, please notify the sender immediately by reply e-mail and delete this e-mail from your system. Please note that any views or opinions expressed in this email are not necessarily those of Unitil Corporation or any of its subsidiaries. E-mail transmission cannot be guaranteed to be error-free or secure or free from viruses, and Unitil disclaims all liability for any resulting damage, errors, or omissions.

Town
of
Exeter



Russ Dean <rdean@exeternh.gov>

Fwd: Second "Data Day" for the Draft 2016 Section 303(d) List - LOCATION CHANGED

David Sharples <dsharples@exeternh.gov>

Tue, May 30, 2017 at 3:59 PM

To: Russ Dean <rdean@exeternh.gov>, Kristen Murphy <kmurphy@exeternh.gov>

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

From: **Wood, Matt** <Matthew.Wood@des.nh.gov>

Date: Tue, May 30, 2017 at 3:35 PM

Subject: Second "Data Day" for the Draft 2016 Section 303(d) List - LOCATION CHANGED

To: "Wood, Matt" <Matthew.Wood@des.nh.gov>

Dear Stakeholder,

The New Hampshire Department of Environmental Services (NHDES) notified you about a second "Data Day" for a public presentation of the information in the draft 2016 Integrated Water Quality Assessment (aka. the 303d List). The location of that meeting on June 7, 2017 from 9-11 AM has been changed to the NHDES Pease Field office at 222 International Drive, Suite 175. NHDES staff will be on hand to present and answer questions about the assessment process, how to access information, and conclusions in the Draft 2016, 303(d) List. If you have a parameter or water body on which would like to see more information, please email so that we can be prepared to present about your waterbody.

The Draft 2016, 303(d) List of impaired surface waters and related documents are now available for review and comment on the (NHDES) website at <http://des.nh.gov/organization/divisions/water/wmb/swqa/2016/index.htm>. Written comments will be accepted until 4 pm on June 23, 2017. Guidance for submitting comments is also included on the website mentioned above.

Thank you,

Matt Wood

Matthew A. Wood, Water Quality Specialist
NH Dept. of Environmental Services
PO Box 95 • 29 Hazen Drive
Concord, NH 03302
Tel (603) 271-8868 • Fax (603) 271-7894
matthew.wood@des.nh.gov

Guidance for Submitting Comments on the draft 2016, 303(d) List of Impaired Surface Waters for New Hampshire

Introduction:

In accordance with Sections 303(d) of the Federal Clean Water Act, the New Hampshire Department of Environmental Services (NHDES) has prepared a list of impaired waters in New Hampshire that require a Total Maximum Daily Load study (i.e., the 303(d) List). The purpose of this document is to provide guidance for submitting comments on the draft 2016 303(d) List of Impaired Surface Waters.

Documents for Public Review and Comment:

The results of the draft 2016 303(d) List of Impaired Surface Waters is available for review and comment on the NHDES website at <http://des.nh.gov/organization/divisions/water/wmb/swqa/index.htm>. The assessment methodology used to develop this list (i.e., the draft 2016 Consolidated Assessment and Listing Methodology) is also available for review on this website.

- The full draft 303(d) list is available in two forms:
 - A PDF file of all 303(d) impaired waters sorted by Assessment Unit ID and
 - an EXCEL file which may be downloaded and then sorted and filtered as desired.

Comment Requirements:

NHDES encourages submission of all comments. However to be considered for changes to the final 2016 303(d) List of Impaired Waters, the data or information must:

- Clearly identify the surface water(s) and geographic extent of concern,
- explicitly describe evidence for support or impairment of designated use(s), and
- include documentation of quality assurance methods used in the collection, analysis and reporting of data.

On Friday, May 26th 2017 from 1:00-3:00 pm, NHDES will conduct a public informational meeting regarding the data used in the draft 2016 303(d). This session will be held at the NHDES office located at 29 Hazen Drive, Concord. We encourage interested parties to review the draft 2016 303(d) before this meeting. If you have a parameter or water body on which would like to see more information, please email so that we can be prepared to present about it. Comments must be submitted in writing prior to the close of business (4pm) Friday, June 23rd, 2017. To submit written comments, please follow the instructions below.

How to Submit Comments:

Comments and submissions during the public comment period must be in written form to provide an accurate record of your concerns. Comments will not be accepted by phone. Written comments may be sent by mail, fax or e-mail to the appropriate address shown below.

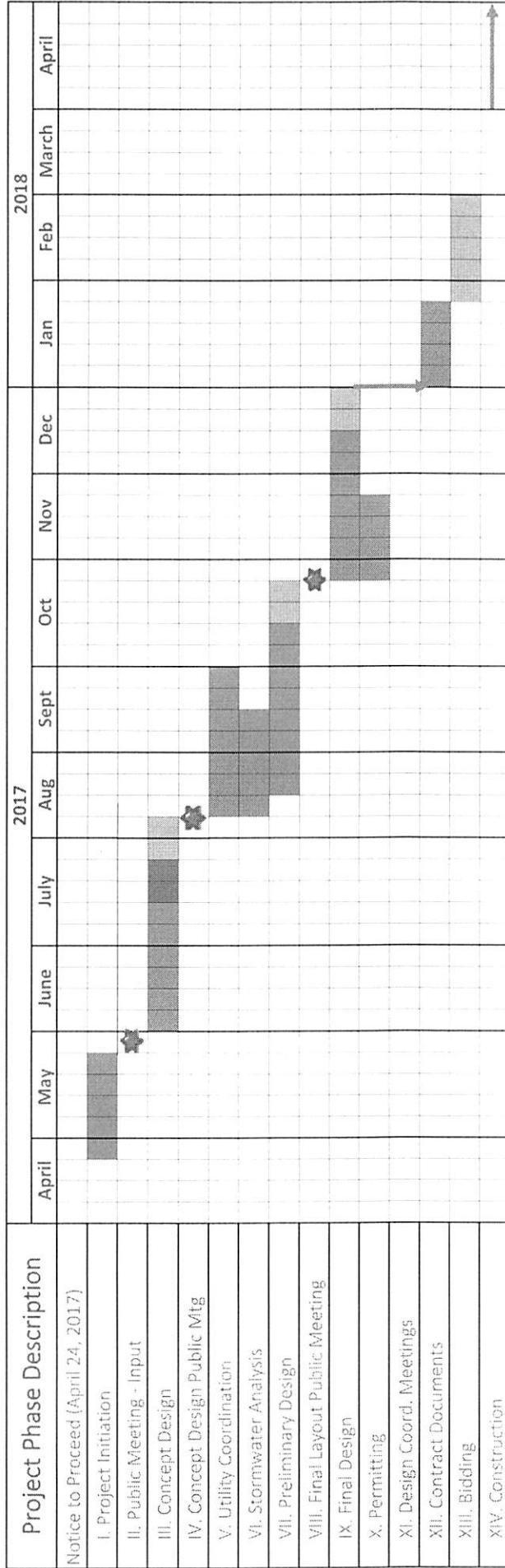
By mail: 2016, 303(d) Comments
New Hampshire Department of Environmental Services
Watershed Management Bureau
29 Hazen Drive, P.O. Box 95
Concord, New Hampshire 03302-0095
Attention: Ken Edwardson

By e-mail: 303dcomment@des.state.nh.us

By fax: (603) 271-7894

TOWN OF EXETER, NH
Lincoln Street Phase II

PROJECT SCHEDULE



Design & Permitting

Bidding

Town Review