

Exeter Board of Selectmen Meeting
Monday, August 7th, 2017, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

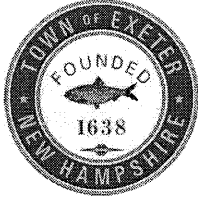
1. Call Meeting to Order
2. Bid Award – Contract 3, Wastewater Facility Project (Main Pump Station and Force Main)
3. Public Comment
4. Minutes & Proclamations
 - a. Proclamations/Recognitions
5. Approval of Minutes
 - a. July 10th, 2017 (held over)
 - b. July 24th, 2017
6. Appointments
7. Discussion/Action Items
 - a. Continued Public Hearing: 79-E Application – 2,4,6 Franklin Street (Long Block Condominiums)
 - b. EXTV Public Access Studio/Meeting Space Proposal
 - c. Board resolution: Adoption of LCHIP Alliance Standards – Winter Street Cemetery
 - d. Winter Parking Ban Update
8. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager Report
 - d. Selectboard Committee Reports
 - e. Correspondence
9. Review Board Calendar
10. Non-Public Session
11. Adjournment

Don Clement, Chairman
Exeter Selectboard

Posted: 8/4/17 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



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

MEMO

DATE: August 4, 2017

TO: Exeter Board of Selectmen
Russell Dean, Town Manager

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

RE: Wastewater Facilities, Contract No. 3 - Main Pump Station Upgrade
Bid Evaluation & Recommendation of Award

Wright-Pierce has completed the evaluation of the three bids received on Monday, July 31; their evaluation and bid tab are attached. T. Buck Construction, Inc. of Turner, Maine, submitted the low bid of \$3,552,402 which is below the engineer's opinion of cost for the project.

T. Buck has completed similar pump station upgrades and has the financial capability to perform a project of this magnitude. Wright-Pierce has had satisfactory experience working with T. Buck on several projects and recommends award of this project to them. The Public Works Department concurs with this recommendation.

This project is a component of and critical to the overall wastewater facilities improvements project. It is anticipated to be substantially complete in November 2018. The overall schedule of Contract No. 1, 2, and 3 is also included for your information.

August 2, 2017
W-P Project No. 12883B

Mr. Matt Berube
Water & Sewer Managing Engineer (Acting)
Public Works Department
13 Newfields Road
Exeter, NH 03833

Subject: Contract No. 3 – Main Pump Station Upgrade
Bid Evaluation

Dear Matt:

We have completed our review of the construction bids that were received for the subject project on July 24, 2017. This letter represents a summary of our findings.

Three bids were received and reviewed. A tabulation of the bids received is attached. T-Buck Construction submitted the low Total Bid of \$3,552,402. The second and third bids were approximately 8.1% and 28% higher than T-Buck's bid, respectively. T-Buck's bid is approximately 1.3% less than the engineer's estimate for the project. These bids are evidence of competitive pricing and reasonable bids.

In reviewing the three bid packages, no deficiencies were noted; however, T-Buck had two transcription errors in Bid Items 1 and 2 where the written-out bid costs did not match the figures. T-Buck verbally confirmed that the figures were accurate; therefore, no changes are necessary.

Wright-Pierce has worked with T-Buck Construction on many past projects with satisfactory results. T-Buck's list of past and present projects includes several other projects that are similar in nature to the Main Pump Station Upgrade. These include pump station upgrade projects for the Brunswick/Topsham Water District, ME; City of Bath, ME; and the Portland Water District, ME. We contacted the financial reference listed in T-Buck's Experience Statement which stated that T-Buck has the financial capability to perform a project of this magnitude.

Based on our experience with T-Buck, we recommend that the Town award the project to T-Buck Construction as the lowest responsible and responsive bidder. Attached is a draft "notice of intent to award" letter for the Town's consideration. If the Town concurs with this recommendation, the notice of intent to award letter should be issued as soon as possible.

Mr. Matt Berube
August 2, 2017
Page 2 of 2



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

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

Very truly yours,

WRIGHT-PIERCE

A handwritten signature in black ink, appearing to read 'D. Andrew Morrill'. The signature is fluid and cursive, with a large, looped 'M' at the end.

D. Andrew Morrill, PE
Lead Project Engineer

Attachments

- Bid Tabulation
- Draft Notice of Intent to Award Letter

CC: Edward Leonard, PE – Wright-Pierce
W-P File (12883B)

Exeter NH - WWTF Upgrades
 BID TAB
 12883B

7/24/2017, 7:00PM
 Engineer's Estimate - \$3,600,000



BID QUANTITIES		BIDDER'S NAME						
		T. Buck Construction Turner, ME		Penta Corporation Moultonboro, NH		Apex Construction Somersworth, NH		
ITEM	QTY.	UNIT	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID
1	1	LS	\$2,955,752	\$2,955,752	\$3,185,000	\$3,347,000		
2	3700	LF	\$92	\$340,400	\$110	\$407,000	\$240	\$888,000
3	1	LS	\$32,000	\$32,000	\$30,000	\$38,000		
4	5	VF	\$610	\$3,050	\$900	\$4,500	\$900	\$4,500
5	200	LF	\$5	\$1,000	\$12	\$2,400	\$11	\$2,200
6	290	TN	\$190	\$55,100	\$165	\$47,850	\$158	\$45,820
7	150	CY	\$33	\$4,950	\$46	\$6,900	\$55	\$8,250
8	14	EA	\$850	\$11,900	\$1,750	\$24,500	\$1,200	\$16,800
9	1	ALLOW	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
10	1	ALLOW	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
11	1	ALLOW	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000
12	1	ALLOW	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
13	1	LS	\$38,000	\$38,000	\$7,500	\$7,500	\$80,000	\$80,000
14	1	ALLOW	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
15	700	CY	\$10	\$7,000	\$20	\$14,000	\$20	\$14,000
16	500	CY	\$25	\$12,500	\$30	\$15,000	\$25	\$12,500
17	200	CY	\$20	\$4,000	\$35	\$7,000	\$22	\$4,400
18	500	SF	\$10	\$5,000	\$10	\$5,000	\$7	\$3,500
19	50	LF	\$75	\$3,750	\$75	\$3,750	\$75	\$3,750
20	1	ALLOW	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
TOTAL BID AMOUNT ITEMS (1 THROUGH 20)				\$3,552,402		\$3,838,400		\$4,546,720

DRAFT

August __, 2017

Mr. Mark McPheters
T-Buck Construction, Inc.
302B Auburn Road
Turner, ME 04210

Subject: Contract No. 3 –Main Pump Station Upgrade
Notice of Intent to Award

Dear Mr. McPheters:

It is the intention of the Town of Exeter to award a contract for the above referenced project to T-Buck Construction, Inc. for its bid received on July 24, 2017. The intended award amount will be the Total Bid (\$3,552,402.00).

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

Please feel free to contact Jennifer Perry, of my staff, or Andy Morrill, of Wright-Pierce, if you have any questions regarding this notice.

Very truly yours,

Russell Dean
Town Manager

CC: Jennifer Perry, PE – Town of Exeter
Matt Berube – Town of Exeter
Shannon Larocque, PE – NHDES
Dennis Greene, PE – NHDES
Ed Leonard, PE – Wright-Pierce
Andy Morrill, PE – Wright-Pierce

EXETER WASTEWATER PROJECTS - BIG PICTURE SCHEDULE
Wright-Pierce, 20170713

Construction Contract No. 1 – WWTF

- Contract duration is 24 months and 30 months from Notice to Proceed to Interim Milestone 3 (AOC compliance) and to Substantial Completion, respectively. Interim Milestone 3 is currently set at May 5, 2019. Work will be intensive through this whole time period.

Construction Contract No. 2 – ForceMains in Newfields Road

- Contract duration will be 12 to 15 months (tbd) from Notice to Proceed to Substantial Completion. Needs to be completed by Spring 2019.
- Pipeline installation work in on Newfields Road (3,000 lf) and onto the DPW site (200 lf). Pipeline work in Newfields Road will occur between mid-April and mid-November (2018 and 2019), per NHDOT requirements.
- Proposed traffic pattern: For safety, construction efficiency and to minimize duration of impact, traffic pattern in Newfields Road is proposed to be two-way alternating around the work zone. This traffic pattern has been discussed and coordinated with NHDOT, Exeter Police Department and Exeter Public Works.

Construction Contract No. 3 – Main Pump Station and ForceMains in Swasey Parkway

- Contract duration will be 13 months from Notice to Proceed to Substantial Completion. Needs to be completed by Spring 2019.
- Pipeline installation work (300 lf) on Exeter Housing Authority property. A portion of this work crosses the EHA north parking lot. This work must be completed between April 15 and November 15 (either 2017 or 2018), per EHA requirements, and will take 3 to 4 weeks to complete the work and paving. This work will have some contaminated soil removal.
- Pipeline installation work (1850 ft) in Swasey Parkway. This work will be performed in accordance with the Documentation of Understanding, approved June 26, 2017.
- Building construction work on Main Pump Station site.
 - Will have some contaminated soil removal due to excavation and electrical utility feed (material removed in roll-offs thru Parkway).
 - Will have contaminated groundwater treatment (no impact to Parkway traffic).
 - Will have demolition and construction activities (material removed in roll-offs thru Parkway, material delivered to site thru Parkway).
 - Will have a new electrical utility feed to the Main PS from Water Street (no impact to Parkway traffic).
 - Will have temporary bypass pumping of all sewage during pump station demolition/construction activities (no impact to Parkway traffic).
 - Will have some sewer replacement which will require temporary pumping from SMH 938 and SMH 909 (2-3 days).
 - The site and temporary access areas will allow parking for 3 to 4 trucks. More parking will be needed when multiple trades are on-site.
 - This work will have relatively frequent but short duration impacts to vehicular traffic in the Parkway (e.g., concrete deliveries, materials deliveries, setting of roof trusses, trucks entering/leaving on a regular but planned basis, etc.). Parking on Parkway desired for efficiency.
- Proposed traffic pattern: For safety, construction efficiency and to minimize duration of impact, traffic pattern in Swasey Parkway is proposed to be modified in accordance with the Documentation of Understanding, approved June 26, 2017. Traffic is proposed to be shut-down for a 12 week period between October 16, 2017 and April 15, 2018 and for a 2 week period between April 15, 2018 and May 15, 2018. Traffic is proposed to be one-way (northbound) for the remainder of the project.

EXETER WASTEWATER PROJECTS - BIG PICTURE SCHEDULE

Wright-Pierce, 20170713

Month	Contract 1 – WWTF (24 months for AOC)	Contract 2 – Force mains (12 to 15 months, tbd)	Contract 3 – Main Pump Station (13 months)
Jul-2017	Work on-going	Coordination with NHDOT and Town on drainage, paving and UCZ	Bid Opening/ Award Complete archaeological review
Aug-2017			Notice to Proceed
Sep-2017			Pre-Construction Activities
Oct-2017		Complete Design	
Nov-2017		Approval to advertise	Start/complete work in EHA north parking lot
Dec-2017		Bid Opening	
Jan-2018		Award	Start/complete work in Swasey Parkway
Feb-2018		Notice to Proceed	
Mar-2018			
Apr-2018		Work in Newfields Road	
May-2018		Work in Newfields Road	
Jun-2018		Work in Newfields Road	
Jul-2018		Work in Newfields Road	
Aug-2018		Work in Newfields Road	
Sep-2018		Work in Newfields Road	
Oct-2018		Work in Newfields Road	
Nov-2018		Work in Newfields Road	Substantial Completion of Main Pump Station
Dec-2018			
Jan-2019			
Feb-2019			
Mar-2019	Initiate WWTF start-up testing		
Apr-2019	WWTF start-up/testing	Work in Newfields Road	
May-2019	Interim Milestone 3 (meet AOC)	Substantial Completion of Force mains	
Jan-2020	Substantial Completion of WWTF		

Draft Minutes

Exeter Board of Selectman

July 10, 2017

1. Call Meeting to Order

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

2. Public Comment

Mark Damsell, Newfields Road appeared before the board. He received a phone call from the Unitil Forestry Supervisor with addition to ongoing project they are putting new poles and wires along Main Street, Water Street out to Newfields Road. He met with Chris Moultren on June 29th, and discussed going up Water Street and trimming the trees that are over the power lines. Also, a hypodermic needle was found in the Swasey Parkway by a lawn mower on June 29th. On June 30th, a Pine tree after the first cross walk in the Parkway was cut down, except 15 feet of the trunk due to dittologia. He was not informed as a trustee that this tree would be cut down. He is shocked that the trustees were not warned that this was happening. He understands the tree needed to come down, but the tree was not a safety issue. He is very upset that this tree was removed as it was not a safety issue. Mr. Dean was not aware of this either and he would look into this.

3. Minutes & Proclamations

There were none.

4. Approval of Minutes

June 19th: Selectman Clement had an amendment because of nonpublic session, after the nonpublic session Selectman Chartrand moved to seal the minutes due to rendering decision, seconded by Selectwoman Corson. That would-be addition. Also, the start time needed to be adjusted to 6:20 PM.

MOTION: Selectman Chartrand moved to approve the June 19th minutes as amended. Selectwoman Gilman seconded. The motion passed unanimously.

June 26th: Similar amendments due to nonpublic session. There was also an update to the adjournment motion. Under section B, in 3 spots there needs to be an update to the name it was Chief Comeau instead of Chief Shupe.

MOTION: Selectman Chartrand moved to approve the minutes of June 26 as amended. Selectwoman Surman seconded. The motion passed unanimously.

5. Appointments—2017 Committee Reappointments

The person who was interviewed last week for the Conservation Commission has temporarily suspended her application due to a scheduling conflict.

Discussion Action/Items

a. Economic Development Department Report

Darren Winham appeared before the Board to discuss the Economic Development Department Report. Mr. Winham explained he does project updates every month at the Economic Development Commission meetings. Mr. Winham has asked the economic development commission to reinstate a Business Retention program and he believes that they will do this. They will have an expert speak to them at the next meeting on this issue. Mr. Winham presented a PowerPoint presentation to the Board.

Selectwoman Corson asked who was in his department, it was explained it was just Mr. Winham and a few interns who are not permanent staff. Selectwoman Corson asked when his Strategic Plan would be released and it was confirmed that it would be released with the master plan as they should be symbiotic. Mr. Winham explained that the TIF program on Epping Road has been wildly successful. Mr. Chartrand asked that the TIF that was approved by the voters and set up has generated \$19 million in new property value that has been created. The tax proceeds will go into the TIF fund to pay for the bond for the water and sewer and road. Mr. Dean said the \$19 million in tax value creates a little over \$480,000 in tax revenue. Selectwoman Corson asked if the figure was accurate on what was needed to do the road, water and sewer work. Mr. Winham said they do not know yet.

Mr. Winham explained the projects that have occurred and are upcoming. Mr. Clement asked Mr. Winham to talk about the potential expansion at the rinks. Mr. Winham can talk a little bit about this, but he needs to be careful. He said that in his meetings with them they are looking at an expansion on and off site at an adjacent property to include more sports. Selectman Corson said they needed to look at the Brentwood Road intersection and the road as a whole. Mr. Winham continued to explain ongoing projects. Discussion ensued about a potential project for updates at the train station.

Mr. Winham next discussed down town and Holland Way. Since the previous 79E application went through with this Board he has received another application and there is more interest in this. 79E covers both residential and commercial in that specific area.

The property owner of land on Ernest Ave was willing to work with the town staff on possibly developing some single-family multi use force housing in this area. Prep work is underway and will be ready in October.

Mr. Winham explained that Holland Way has no water and sewer and the land is very wet. Mr. Winham asked with the challenges to this site, is it better to not develop this area, or is it better to try to continue on with what they have, which is offices? Would it be better to consider another use? Mr. Winham is asking for input from the Board and the public, not necessarily tonight but he wanted to get this out there.

Selectman Clement said there were challenges with this site, there is no water and sewer. There also are no lights around a tricky intersection. Also, this site is part of Exeter water supply so protections would be needed. The lot layout is also very unique, where there is one landlocked lot. Selectwoman Corson said there was a lot nearby that did have water and sewer and they couldn't find a buyer for that lot either. Selectwoman Corson also wanted an economic development plan because it would clearly define the properties, including this one. Mr. Dean added that Mr. Winham is bringing these types of things forward to the Board and the public more often and with more information. He wanted to acknowledge this effort. Selectman Chartrand said that sequencing was very important, so he felt that Selectwoman Corson was very wise with her comments. Selectman Chartrand also wanted to say that for right now this was a tough get for Mr. Winham and could get more attention down the road. Mr. Winham said that this corridor just can't be ignored as there are parcels for sale.

Selectman Clement thanked Mr. Winham and asked him to return for an update in a few months.

b. Lease Resolution

Selectman Clement wanted to thank Sheri Riffle for her help putting the agenda together. Mr. Dean explained that this is a typical document the Board has seen before. It is a lease resolution that the Board reads, this resolution authorizes himself as the signatory of the lease and the ability to lease the backhoe and dump truck.

Selectwoman Corson read the resolution.

MOTION: Selectman Clement moved to adopt the resolution as read by Selectwoman Corson, Selectman Chartrand seconded. The motion passed unanimously.

6. Regular Business

a. Tax, Water/Sewer Abatements & Exceptions

There were none.

b. Permits & Approvals

MOTION: Selectman Chartrand moved to approve the application for town hall main floor for Heronfield Academy, Festival of Light concert on 12/12/17-12/15/17, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve the application for town hall main floor for Pine Street Players at Christ Church for a Play on 1/12/18-1/15/18, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve the application for town hall main floor, for Exeter Parade Committee on 7/18/17, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve the application for town hall main floor for Red Brick Church on 10/21/17, Selectwoman Surman seconded. The motion passed unanimously.

c. Town Managers Report

Mr. Dean wanted to let everyone know that there are detours up on Court Street and the bridge project is underway and will run through October. He also followed up on the Swasey Pavilion question from the last meeting, there is an account and it has about \$7400 in it and this will be a discussion point on how to determine how this money could be used and may be used in the future.

Mr. Dean wanted to note that the paving program is underway. Selectwoman Corson noticed the detour sign for String Bridge being closed and she does not want people to think downtown is closed it is not the major bridge into downtown. She wondered if the sign could be changed to add that down town is open to business.

Mr. Dean also went back to look at the Right to Know training, they do fee for service and it is \$475 for either 2 hours or 4 hours. He needs to confirm which with them. The chamber has reached out to him and they have refurbished the bench in the town hall and the electric work has some unexpected expenses as it has to be completely redone. This will delay their moving in until September 1st. The

chamber wanted to confirm that it was ok if the lease would be September 1st instead. Selectman Clement did not want to charge them a monthly rent until they were in the space, they will delay it until they have a certain date.

d. Selectman Committee Reports

Selectwoman Gilman wanted to update the Board on last week's discussion on the Paris Climate Accord, she has been working with Selectman Clement on this. The samples they have seen are very political and they do not want to be political. They just want to do the right thing. Selectman Chartrand and herself will be meeting with Enna Grazier on the types of projects they can do. Also, she asked people not to forget the American Independence Festival on Saturday, July 15th.

Selectwoman Gilman had some questions about the academy's work on Front Street, she asked if anyone knew the process for them just being able to move forward and make changes to the road. Mr. Dean explained that they have had discussions with the DPW, and some pieces of projects had been before a few Boards. Selectman Chartrand said the issue is that the Select board oversees roads and they never appeared before them. Selectman Clement said the DPW did a citizen's presentation for the upcoming work that will be done on String bridge and it was televised and public. Selectman Clement said last week there were significant disruption to Front Street, and this was not publicly relayed to anyone. Contractors were stopping traffic, and not the police. Selectman Clement felt that when this happens they need to have a process to get this information out. He feels it's a matter of curtesy not just to this Board but to the residents.

Selectman Chartrand asked if Selectman Clement and Mr. Dean could meet with Roger Wakeman to go over the process and express concerns. Selectwoman Corson said her concerns are also about losing as many as 7 parking spaces. We as a town are trying to be more ADA compliant and they are removing spots and having people park further away. Selectwoman Surman has concerns with major things occurring and no one on the Select board knows about it. The Board is the leadership of the town and they do not know about these things, and this causes her concerns. Mr. Dean said that the town ordinance, 504 which talks about rights of way and excavation of public streets and it gives the control to the DPW. There are layers of review built into the ordinance but he doesn't think it addresses what constitutes a major vs. minor project and what level of review is required for each. Selectman Clement said he and Mr. Dean could meet with Roger and then report back to the board, but also that they should investigate the process and get more input on their public streets.

Selectwoman Gilman went back to the Climate Change and said there would be a seminar by Energize 360 at the library on July 24 6:30-7:30PM. This will discuss renewable energy and what you can do in your own home.

e. Correspondence

- Letter from Racial Unity in the Community stating they received a grant.
- Letter from David O'Hearn about the Paris Climate Agreement
- Letter from Exeter Rises thanking the Board.
- Letter from Renay Allen thanking the Board for taking lead on Paris Climate Agreement
- Notice from ZBA about a hearing on property that abuts town land
- Letter from Eversource indicating they will be doing work to improve infrastructure.

- Letter from Unital stating they will be conducting vegetation management in parts of town including using herbicides.
 - Selectman Chartrand asked which right of ways were included here, and Mr. Dean confirmed they would work on getting this information.
- Letter from End 68 Hours of Hunger thanking for the donation in Mike Morgan's memory.
- Letter from Society of Sant Vincent de Paul Exeter thanking for the donation in Mike Morgan's memory.

7. Review Board Calendar

Selectman Clement wanted to schedule a couple follow ups next week at a short meeting. There are some bid openings and discuss the park pavilion trust. They have a report about debris in the river, and invasive species and they have some information from Mr. Perkins, including an estimate.

Non-Public Session

There was no non public session.

8. Adjournment

Selectwoman Chartrand moved to adjourn, seconded by Selectwoman Gilman. The motion passed. The Board stood adjourned at approximately 8:55 p.m..

Respectfully Submitted, Jennifer Dionne, Recording Secretary

Draft Minutes

Exeter Board of Selectman

July 24, 2017

1. Call Meeting to Order

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

2. Bid Opening – Contract 3, Wastewater Facility Project (Main Pump Station and Force Main)

Bids were opened for the Town of Exeter Contract 3 Main Pumping Station Upgrade. The first bid was from T Buck Construction in Auburn, Maine. The bid was for 3,552,402 dollars. The second bid was from Apex Construction Company in Somersworth, New Hampshire. The bid was for 4,546,720 dollars. The third and final bid was from Penta Corporation in Moultonborough, New Hampshire. This bid was for 3,838,400 dollars.

MOTION: Selectman Chartrand moved to forward the bids to Public Works. Selectwoman Surman seconded, and the motion passed unanimously.

3. Public Comment

Mike Dawley, an Exeter resident, came to the microphone to ask a question about the 79e policy. He wanted to know where the policy came from, as he voted for it and did not realize the broad scope it would have. The board answered that it was discussed at the economic development commission. Town Manager Russ Dean said that he could not remember the specific timeline, but in 2014 the Economic Development Commission had meetings to develop incentive programs and that 79e was one.

Mr. Dawley stated that he had some confusion over Portsmouth Avenue and the scope of the residential properties covered by 79e. The board answered that 79e was only limited to the downtown business section, not the entirety of Portsmouth Avenue. Further, houses could be a part of the 79e district because it promoted rehabilitation of housing stock. Selectman Chartrand said that districts are outline by zoning, so the voters voted for the zoned districts and zeroed in on C1 districts. Selectwoman Corson said that the inclusion of Portsmouth Avenue was to promote a flexible district. Selectman Chartrand continued that there was a lot of discussion at the Economic Development Commission, and 79e was recommended to voters and approved. The Board of Selectmen put it on the ballot.

4. Minutes and Proclamations

The minutes of the July 10th, 2017 meeting were discussed and amended. In section 5, "Appointment", the word "scheduling" needs to be added in front of the final word

“conflict”. In page 4, the 3rd paragraph, Roger Wakeman’s last name should be added. Finally, in page 2, where it says, “The owner of Ernest Ave...”, this section should be broken up into further paragraphs. The board decided to wait to approve the minutes.

a. Proclamations/Recognitions – Principles of Paris Climate Accord, Parks/Recreation Month

Selectwoman Corson read the proclamation that the Town of Exeter would be committing to uphold the principles of the Paris Climate Accord by reducing greenhouse gas emissions. The town agrees to explore alternate energy sources, seek green building technologies, work to reduce energy consumption, invest in fuel efficient vehicles, adopt a complete streets policy, and to enhance the resources of green forested areas. It was also noted that the Master Plan speaks to the town’s mission of practicing sustainability. The proclamation was signed on July 24th, 2017.

Denise Short, a 13-year resident of Exeter, came to the microphone to speak on behalf of Exeter Rises. Exeter Rises is a diverse local network within Exeter dedicated to building a stronger community. She thanked the Selectboard for adopting this proclamation and for their willingness to directly affect climate change. She also noted that Exeter joins other towns such as Durham and Portsmouth in adopting this proclamation.

Enna Grazier, an 8-year resident of Exeter, spoke next about stewardship and how important this value was to consider our shared environment. She thanked the Selectboard for their commitment to preserving and enhancing the sustainability of Exeter.

Other residents also came to the microphone to speak and to thank the board, including a woman named Marcy, who stated that since we depend on our natural resources for food, tourism, and more, that this proclamation would bring empowerment and hope to the community of Exeter. Cliff Sinnott of Exeter said that this proclamation was the perfect example of acting locally and thinking globally. Eileen Flockhart said that she was delighted to see this proclamation happen. A Kensington resident, who did not identify herself, spoke and said that they were going to try to get this proclamation signed in Kensington.

One resident, Jen Brackett Piskovitz, said that the board was taking excellent steps toward addressing climate change, but pointed out the challenge of keeping the public aware of such changes and proclamations. She suggested a committee to keep the public engaged in decisions such as these. Chairman Don Clement responded that sometimes adhoc committees are created, however, we would need to formulate the task and mission of the committee. Something may come out of the Master Plan that recommends the same thing, and also, they would like one same-focus committee instead of many little ones. Selectman Chartrand volunteered to look into it further, and it was decided that it would be an agenda item in the future. Ms. Piskovitz asked if the Conservation Commission would play a role, and Chairman Clement said that it possibly could. Todd Piskovitz, of the Conservation Commission, spoke up and said that they would like to be a part of that.

Selectman Chartrand thanked Exeter Rises for coming and for their sense of urgency, which likely pushed the board to move faster in their decision, he said. Selectwoman Surman addressed the importance of citizen involvement, and said that each citizen should have the opportunity to support what the board is doing with this proclamation. She questioned that perhaps there was a better venue for this proclamation such as town meeting, and suggested bringing a petition forward to get the whole town behind it. She decided to abstain from the vote because she did not believe the venue, on this level, is where it should be.

MOTION: Selectman Chartrand moved to accept and promulgate this proclamation. Selectwoman Gilman seconded. The vote passed 4-0-1, with Selectwoman Surman abstaining.

The second proclamation read was to designate July as Parks and Recreation Month in the town of Exeter. Selectwoman Corson read the proclamation which stated that the Parks and Recreation department is an integral part of communities, is vitally important to quality of life, contributes to environmental and economic wellbeing, builds healthy and active communities, and improves the mental health of all. She also read that Parks and Recreation increases economic prosperity, are fundamental to the environment, improve water and air quality, produce habitat and vegetative buffers, and serve as a place for people to connect with nature.

MOTION: Selectwoman Surman moved to accept this proclamation. Selectwoman Gilman seconded. The vote passed unanimously, 5-0-0.

5. Approval of Minutes

a. July 10th, 2017

The Board decided to wait to approve these minutes until after the changes listed above were made.

6. Appointments

None were discussed.

7. Discussion/Action Items

a. Finance Department Report and Quarterly Financial Report

Doreen Chester spoke about the Finance Department's latest report. She began by saying that the town had borrowed a 3.3 million dollar bond anticipation note 2 years ago, which has now been paid off at 3.345 million dollars. This was used for the wastewater treatment plant design cost and was rolled into an SRF loan. Also, the bonding for Lincoln Street Phase 2 and the Court Street Culvert was at 4.183 million dollars for those projects. She has also been working on leases that passed on the warrant articles, and has finished the resolutions for the John Deere backhoe and the Liberty International dump truck. They are now just waiting for delivery.

The next big project she was working on is the Munis conversion, which is set to go live in September. They are moving forward with general ledger, cash management, accounts payable, purchase order, fixed assets, and project accounting. There will be a lot of training for this, and managers will learn how to do work flow approval processes. This project is important because it will make things more computerized and increase storage. The next phase for this project is Payroll/HR, then Revenue Cycle.

As for revenues, as of June 30th, 2017, the general fund compared to last year, revenues were at 10.2 for each quarter. Taxes were billed at this time of year and they had a 97-98% collection rate. For building and permit fees, they collected 336,000 dollars. The town planned for 400,000 dollars for the year for this, and is almost surpassing it at this point. Selectman Chartrand had a question about the Main Street project, asking if we had forgiven the fees for them yet. Russ Dean responded that he believed that we had already done this, and he will check on it.

For general fund expenses, legal has gone down, election expenses are down, planning and building/inspection expenses are about 49% against budget. This was due to the fact that the town didn't have a planner at the beginning of last year. There was not much to report for finance. For the police and fire departments, last year the police department had a police chief vacancy which led to variances. This year, all the positions were full until the month of June. The fire department is spending about the same as the police. Vacation replacement is already 92% spent, sick replacement is 29,000 dollars spent against the budget due to extra illnesses more than usual this year.

Russell Dean said that there were two long term injuries in the fire department, which had caused them to miss about 4 months of work. Chairman Clement said that we should work with the fire department to extrapolate, and asked if they would exceed that budget item, and if so, by how much. Mr. Dean said they had been working on getting data for that. Selectwoman Surman asked if the other firefighters were paid overtime when they were called in. Mr. Dean answered that they are paid a minimum of a 2 hour call back rate, which is considered overtime.

For the public works department, there was 38% of the budget spent. The snow/ice budget is in a deficit due to early in the year snowstorms. There were also administrative division increases as well because they filled the engineering assistant position. The maintenance division has gone up over last year due to adding handicap accessible bathrooms, which has cost about 50,000 dollars so far. Chairman Clement asked if this money came out of the 100,000 dollar maintenance fund, pointing out that it is chewing up a lot of the budget. He asked if the cost was contracted out. Ms. Chester and Mr. Dean responded that there is some outsourcing involved and that she could get a specific breakdown. Offsets include the timing when payments happen.

Continuing with public works, highway and streets tend to be late summer and early fall. Usually, they are at 20% spent. With solid waste, there was a new contract signed with Waste Management. Chairman Clement asked what the budget was this year for snow and ice. Ms. Chester answered that it was 281,630 dollars, and that we spent about 319,473

dollars. Selectman Clement asked if we could get 2015's numbers, and she said that we could. Selectman Chartrand asked where the reserve stood. Ms. Chester responded that there was at least 50,000 dollars to cover the 38,000 dollar deficit.

The welfare department is overbudget and has expended about 113%, but the town is getting money from the Wentworth trust that almost matches it. 23,000 dollars was reimbursed out of 42,000 dollars. A committee was formed to decide on 100,000 dollars for human services this year. Mr. Dean clarified that the Wentworth trust has existed for a long time, and that we get reimbursed with money from it as opposed to the trust paying directly as it did in the past. Chairman Clement asked what the welfare costs were. Ms. Chester said that the net income is about the same as last year at around 1.6 million dollars compared to 1.7 million.

Water fund revenues are 1.55 million versus 1.23 million dollars, thanks to rate increases in water. She said this was a good development because the town had a large debt payment of 366,000 dollars. Out of these 366,000 dollars, 307,000 dollars was debt service from the Lary Lane Ground Water Treatment Plant. Currently, the town is still in a decreasing deficit of about 140,000 compared to 148,000 dollars last year. Chairman Clement asked if the deficit will be 280,000 dollars at the end of the fiscal year. Ms. Chester responded that they are actually projecting that the deficit will become positive.

She said that sewer is doing much better, and that it is up by 923,000 dollars due to rate increases. We will see increases in debt service as well. The net deficit from last year has decreased. Mr. Dean commented that we should remember that we have 3 uneven districts in terms of revenues, and that they might be billed at different times. He said we have to remember to track it all the way through the entire 12 months. Selectman Chartrand said that he appreciated the projections of small surpluses due to the rate increases.

Ms. Chester then went into revolving funds. EMS 287 versus EMS 299 was a light decrease. Overtime is down in this fund, but the call volume as of the end of the first quarter was up. Mr. Dean said that we did better than 170 lift assists last year, and that we are breaking down that aspect of service because of revenue. Selectman Chartrand asked if it was both residential and institutional. Mr. Dean replied that it was both. Chairman Clement said it was mostly institutional.

Mr. Dean said they are analyzing the EMS services because of concerns over the impact on staffing situation. It may count as increased EMS activity but there may not be any billable results from it. They will hear more about it during budget discussions for next year. Will also talk about the collection rate. Planned spending for EMS is 70% spent. Last year there was no paramedic training, and this year it is about 11,000 dollars for training. It is still within budget. There is a current income increase of 13,000 dollars over the prior year.

For cable TV, the town got paid for the first quarter for Comcast. Revenues were 82,000 split in half. Have hired a full-time worker in IT, his time is split half with IT and half with cable. There was also an increase in part time wages. There is a net deficit but it will improve over time. Finally, the recreation revolving fund is doing well. Revenues are up over prior year by 72,000 dollars. There were expansions in the programs and increases in wages that were offset by higher fees for camp programs. A big contributor is the Powderkeg in the fall. Chairman Clement asked about the McKay Drive project on Epping Road. It was clarified that they were collected recreation fees from resurfacing the tennis and basketball courts.

b. Ad-Hoc Human Services Committee Funding Update

Christine Soutter spoke on behalf of the ad-hoc Human Services Committee. She began by explaining that the committee has been busy redefining the criteria for the funding process, and that led to them being able to review current applications. They were given a list of criteria and asked how they were going to expend the 100,000 dollars. Selectwoman Surman asked how Seacoast Eat Local would fit into this criteria. Ms. Soutter explained that they considered Seacoast Eat Local a basic human need since they deal with food, and have a matching grant program for people with SNAP cards, a form of food assistance. Selectman Chartrand commented that Seacoast Eat Local primarily promotes local growers, but that they also have a charitable aspect. He also commented that the criteria for applications is the most succinct he had ever seen, and complimented the committee on this. Soutter responded that it was very challenging to decide where to allocate the money, and how much to allocate.

Chairman Clement asked what the change in the criteria was, and that the Board of Selectmen should have more opportunity to review it. Ms. Soutter asked where the pervious criteria came from. Chairman Clement answered that it was from a long standing process with the budget committee. Selectwoman Gilman said that the criteria covers what the Board had discussed, and also commented that the form had been redesigned a number of times which made it more complicated. Ms. Soutter said that the application itself had not been updated in many years and that there was some support in making updates to it.

MOTION: Selectman Chartrand moved to accept the funding distribution, Selectwoman Gilman seconded the motion, and it passed unanimously. It was agreed to begin distributing money to the agencies who had been selected.

c. 79-E Public Hearing – 1 Franklin Street (Long Block Condominiums)

MOTION: Selectwoman Surman moved to open the public hearing on this topic. Selectman Chartrand seconded the motion. It passed unanimously.

Darren Winham said that in looking at the application, they looked at whether it qualified as a historic structure and whether it met substantial rehabilitation needs. Only the condos in the back would be affected, so they took the addition of those condos and confirmed that they are investing 15%, so they believe it meets substantial rehabilitation

needs. They are requesting the full amount, which is up to 5 years if you qualify, and up to 4 more years because it is a historic place and is on the register of historic places. In total, the applicants are seeking 9 years of property tax relief.

The applicants were assessed 104,000 dollars for those 4 additional units, and the amount of work to be done was close to 30,000 dollars which is close to almost 30% of the assessed value. The applicant stated that there were 3 criteria that he believed they met. The first is whether the project provides economic vitality. He stated it creates professional services from people who work there that come from out of the area. Second, does it enhance a historical structure? He stated that the building was built in the early 1800's. Third, does it promote development for a greater sense of community? He stated that he has received numerous compliments with the work that has already been done on these refurbished buildings. This would be the final third of the project.

Selectman Chartrand asked if the benefits would flow to all the owners of the condos. The applicant responded that they own all of those 4 condos in question, and the tax breaks would only be for those 4. They own 75% of the whole building. Selectman Chartrand asked if there was more work to be done to the building as a whole. The applicant John Dal Santo responded that there may be, but they would have already received relief and would likely not apply again.

Selectwoman Corson asked how many other condos are in Long Block. He responded that there are 12 units. Corson asked if the applicant saw an increase in assessed value for the condos finished in the front. The applicant said no, the assessment occurred earlier than the work. Corson then asked if there was an anticipated change in value for the project. The applicant responded that he estimated about 10,000 dollars per unit, and a property tax rate of about 260 dollars per unit. Over 9 years, this would be roughly 9,000 dollars, and they are putting up about 30,000 dollars. He stated that those units have been flooded on a regular basis and need the upgrade.

The public was invited to speak. Mike Dawley came to the microphone and reiterated his support of 79e. However, he believes this application is problematic because there are multiple owners. The properties received a reduction in value due to the water issue, and will continue to have the problem until the next reassessment. They would still get relief from the town. He asked if the 4 units cover the whole back wall of the property. The applicant responded that yes, it would cover the back of the property. Says it is a policy issue, and that this program could improve the beauty of Exeter. The only entrances on the back side of the unit are for those 4 units.

Mr. Dawley continued that he does not think that the property meets the criteria, and that two-thirds of the 30,000 dollars would be for paint and siding. He asked how much is going to be added value, and commented that only maybe 20% would be. The majority of the money spent would be cosmetic.

Selectman Chartrand asked who was paying for the improvements. The applicant responded that the condo association would. Selectman Chartrand would like to continue

the public hearing so that they can take a walk through, and said that maybe it is not the right application for 79e because the condo association is paying. He is concerned the values are artificially low because they are pre-dam removal. Chairman Clement responded that the Board of Selectmen's duty is only to determine if the information has been met. Has one or more of the public benefits in section 7 been met? Selectwoman Corson agreed. She asked what a condo on the second floor would assess for, and expressed concern that they do not have enough information. The applicant replied that commonly, commercial real estate is typically what profit is times 10. So, the top floor is valued at twice as much.

Selectwoman Gilman expressed her reservations with the ownership issues. The applicant said he did not have all the numbers with him, but could provide them. Selectman Chartrand and Selectwoman Corson wanted to know what the best practices would be. Chairman Clement said that has nothing to do with the application, which Corson disagreed with.

Mr. Winham said that when something this challenging comes up, they may need 2 public hearings because each condo is different. Mr. Dawley pointed out that the condo association would pay a special assessment, but that only 4 units would get the benefit. The applicant said that they are the actual taxpayers for the units. The individuals would be paying the taxes. He understands this will be a challenge. Selectman Chartrand asked if we had the date of the next meeting. The board decided to meet on August 7th, 2017 next.

MOTION: Selectman Chartrand moved to keep the public hearing open until August 7th. Selectwoman Gilman seconded. The motion passed 4-1-0, with Chairman Clement voting nay.

d. Discussion: Swasey Parkway Pavilion Surplus Funds

Town Manager Russ Dean stated that the question came up about excess funds leftover from the pavilion construction on Swasey Parkway around 2007. The money is in an escrow account held by the town, and there needs to be a purpose establish for it. He suggested a warrant article that would create a capital reserve fund to create maintenance. Selectwoman Surman agreed with Mr. Dean, and that it makes sense for the town to take over the fund for the pavilion because then the pavilion would become a town building. Since some of the events have fees, she said, half could go to trustees and half could go towards other events.

Mark Damsell came to the microphone and said that he is not sure what is left in the escrow account, but attested that some of the shingles on the roof of the pavilion are beginning to disappear. He suggested replacing the roof, and said that the town needs to find out what the costs of repair are to the roof.

Selectwoman Gilman said it was often brought to their attention that the town only owns the roadway, and that the trust money hasn't been accessed and should be figured out. She agrees with splitting the maintenance and fees. Selectman Chartrand and Chairman Clement think it would be a great idea to put on warrant.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

There were none to report.

b. Permits & Approvals

There were a couple of permits to go over. Mr. Greenwood of the RPC was looking to use the town hall on Friday, July 28th, 2017, for a retirement function from 3pm to 6pm.

MOTION: Selectman Chartrand moved to approve the use of the town hall. Selectwoman Surman seconded the motion. The motion passed unanimously.

Scott Ruffner from the TEAM Harvest Fest was looking to use Swasey Parkway on September 23rd, 2017 from 8am to 7pm, closing the roadway. It had already been approved by the Swasey Parkway Trustees.

MOTION: Selectman Chartrand moved to approve the use of the park and the closure of the road on that date. Chairman Clement seconded the motion. The motion passed unanimously.

Town Manager Russ Dean brought up that the Town of Exeter agrees to adopt the rules of the health code and to maintain records that would otherwise be maintained by the state. This would last for 3 years. It is a memorandum of agreement between the Town and the State of NH Department of Health and Human Services.

MOTION: Selectman Chartrand moved to approve the memorandum to provide health services at the local level. Selectwoman Surman seconded, and the motion passed unanimously.

Next to be brought up was that the town voted to discontinue Gilman Street a couple of years ago, and that some street names have to be changed. Because all applicants agreed to the new changes, they could vote on and adopt the new names.

MOTION: Selectman Chartrand moved to accept all new street names at stated in the document 7-13-17. Selectwoman Surman seconded. The motion passed unanimously.

c. Town Manager Report Dean:

The Town Manager, Russell Dean, started out his report by saying that the PEA meeting was currently working on scheduling but has not pinned down a date to meet. He then brought up that there was a suggestion to put an additional signboard at Gill and Linden streets to advertise that these streets could be used as part of the Court Street detour. They are trying to get that sign within the next week. Chairman Clement pointed out that the

speed of some cars coming down Gary Lane is really fast, and asked if the town could put up an electronic speed monitor. Mr. Dean responded that one is already present.

Next, Mr. Dean said that the office got a call about heavy truck traffic on Winter Street. An ordinance allows heavy trucks through for deliveries, but the question is if the trucks are simply using Winter Street to cut through. It has been referred to the police. He also brought up the fire department, and that we are already looking at the activity and data present there. The town of Kensington reached out about the EMS services here, and wanted to know if Exeter could cover them for EMS.

Finally, it was brought up that the Seacoast Mental Health wants to buy property on Prospect Street for additional parking. Selectwoman Corson asked if there was another user that may want to buy the property. The board agreed the Mr. Dean will start the process.

d. Selectboard Committee Reports

e. Correspondence

There was a memo from the Coalition Against Bigger Trucks about the dangers of heavy trucks, and a letter from Seacoast Mental Health expressing interest in the property stated above for use as a parking lot.

9. Review Board Calendar

The next meeting will be on August 7th, 2017.

10. Non-Public Session

There was no non-public session.

11. Adjournment

MOTION: Selectwoman Surman moved to adjourn the meeting at 9:45pm. Selectman Chartrand seconded, and the motion passed unanimously.

Memo

To: Board of Selectmen
From: Darren Winham, Director
CC: Russell Dean, Town Manager
Date: 7/18/17
Re: John Q. Dal Santo 79-E request

John Q. Dal Santo (2,4,6 Franklin St.) and Sharon J. Rondeau (8 Franklin St.), are requesting from the Town of Exeter consideration for the Community Revitalization Tax Relief Incentive (RSA 79-E). Enclosed please find Mr. Dal Santo's application received on July 14, 2017. This is Exeter's second application so the process may continue to evolve as we move forward. According to the application process outlined on the town website, the Economic Development Department receives the application for review. Upon review, the application appears complete as it details the cost of rehabilitation which totals \$29,500 which meets the 15% of the assessed valuation requirement set forth in Section 2 as the portions of the condo-ed building affected is valued at \$104,800. The application outlines the public benefits the applicant feels are being achieved as addressed in Section 7 of the attached legislation.

The procedure for action by the Board of Selectmen is as follows:

- The Selectmen holds a public hearing on the application;
- After the hearing, the Selectmen determines if one or more of the Public Benefits listed in Section 7 have been met;
- If the Selectmen determines that one or more of the Public Benefits have been met then they must decide the period of tax relief to be granted. In this case, it could be anywhere from one (1) to nine (9) years that begins when the substantial rehabilitation is complete;
- If tax relief is granted, the Seletmen should determine the length of the covenant to protect the Public Benefit(s) identified. At a minimum, the covenant needs to run as long as the tax relief period but can be increased up to twice the length of the tax relief period;
- The Covenant should be reviewed by our legal counsel at the applicant's expense so I would recommend any motion to grant tax relief includes this requirement.

I have enclosed: RSA 79-E legislation; Reference Map of 79-E District Areas; John Q. Dal Santo's Application; National Register of Historic Places Nomination Form (as consideration for Section 5.4), Property record cards, and; Soaring Hawk LLC Covenant to Protect Public Benefit.

TITLE V
TAXATION
CHAPTER 79-E
COMMUNITY REVITALIZATION TAX RELIEF
INCENTIVE

Section 79-E:1

79-E:1 Declaration of Public Benefit. –

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

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

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

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

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

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

Section 79-E:2

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

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

II. "Qualifying structure" means a building located in a district officially designated in a municipality's master plan, or by zoning ordinance, as a downtown, town center, central business district, or village center, or, where no such designation has been made, in a geographic area which, as a result of its compact development patterns and uses, is identified by the governing

body as the downtown, town center, or village center for purposes of this chapter. Qualifying structure shall also mean historic structures in a municipality whose preservation and reuse would conserve the embodied energy in existing building stock. Cities or towns may further limit "qualifying structure" according to the procedure in RSA 79-E:3 as meaning only a structure located within such districts that meet certain age, occupancy, condition, size, or other similar criteria consistent with local economic conditions, community character, and local planning and development goals. Cities or towns may further modify "qualifying structure" to include buildings that have been destroyed by fire or act of nature, including where such destruction occurred within 15 years prior to the adoption of the provisions of this chapter by the city or town.

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

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

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

VI. "Tax relief" means:

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

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

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

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

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

Section 79-E:3

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

I. Any city or town may adopt or modify the provisions of this chapter by voting whether to

accept for consideration or modify requirements for requests for community revitalization tax relief incentives. Any city or town may do so by following the procedures in this section.

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

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

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

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

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

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

Section 79-E:4

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

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

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

II. Upon receipt of an application, the governing body shall hold a duly noticed public hearing to take place no later than 60 days from receipt of the application, to determine whether the

structure at issue is a qualifying structure; whether any proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration.

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

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

(1) The governing body finds a public benefit under RSA 79-E:7; and
(2) The specific public benefit is preserved through a covenant under RSA 79-E:8; and
(3) The governing body finds that the proposed use is consistent with the municipality's master plan or development regulations; and

(4) In the case of a replacement, the governing body specifically finds that the local heritage commission or historic district commission or, if such local commissions are not established, the New Hampshire division of historical resources has determined that the replaced qualifying structure does not possess significant historical, cultural, or architectural value, the replacement of the qualifying structure will achieve one or more of the public benefits identified in RSA 79-E:7 to a greater degree than the renovation of the underutilized structure, and the historical, cultural, or architectural resources in the community will not be adversely affected by the replacement. In connection with these findings, the governing body may request that the division of historical resources conduct a technical evaluation in order to satisfy the governing body that historical resources will not be adversely affected.

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

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

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

(a) The development program or financing plans for such tax increment finance districts; or
(b) The ability to satisfy or expedite repayment of debt service obligations incurred for a tax increment financing district; or

(c) The ability to satisfy program administration, operating, or maintenance expenses within a tax increment financing district.

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

Section 79-E:5

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

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

I-a. For the approval of a replacement of a qualifying structure, the governing body may grant

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

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

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

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

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

Section 79-E:6

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

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

Section 79-E:7

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

I. It enhances the economic vitality of the downtown;

II. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district, town center, or village center in which the building is located;

II-a. It promotes the preservation and reuse of existing building stock throughout a municipality by the rehabilitation of historic structures, thereby conserving the embodied energy in accordance with energy efficiency guidelines established by the U.S. Secretary of the Interior's Standards for Rehabilitation.

- III. It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B; or
- IV. It increases residential housing in urban or town centers.

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

Section 79-E:7-a

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

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

Section 79-E:8

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

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

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

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

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

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

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

Section 79-E:9

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

I. If the owner fails to maintain or utilize the building according to the terms of the covenant, or fails to restore, rebuild, or demolish the structure following damage or destruction as provided

in RSA 79-E:8, III, the governing body shall, after a duly noticed public hearing, determine whether and to what extent the public benefit of the rehabilitation or replacement has been diminished and shall determine whether to terminate or reduce the tax relief period in accordance with such determination. If the covenant is terminated, the governing body shall assess all taxes to the owner as though no tax relief was granted, with interest in accordance with paragraph II.

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

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

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

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

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

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

Section 79-E:10

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

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

Section 79-E:11

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

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

Section 79-E:12

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

Source. 2006, 167:1, eff. April 1, 2006. 2016, 85:2, eff. July 18, 2016.

Section 79-E:13

79-E:13 Extent of Tax Relief. –

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

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

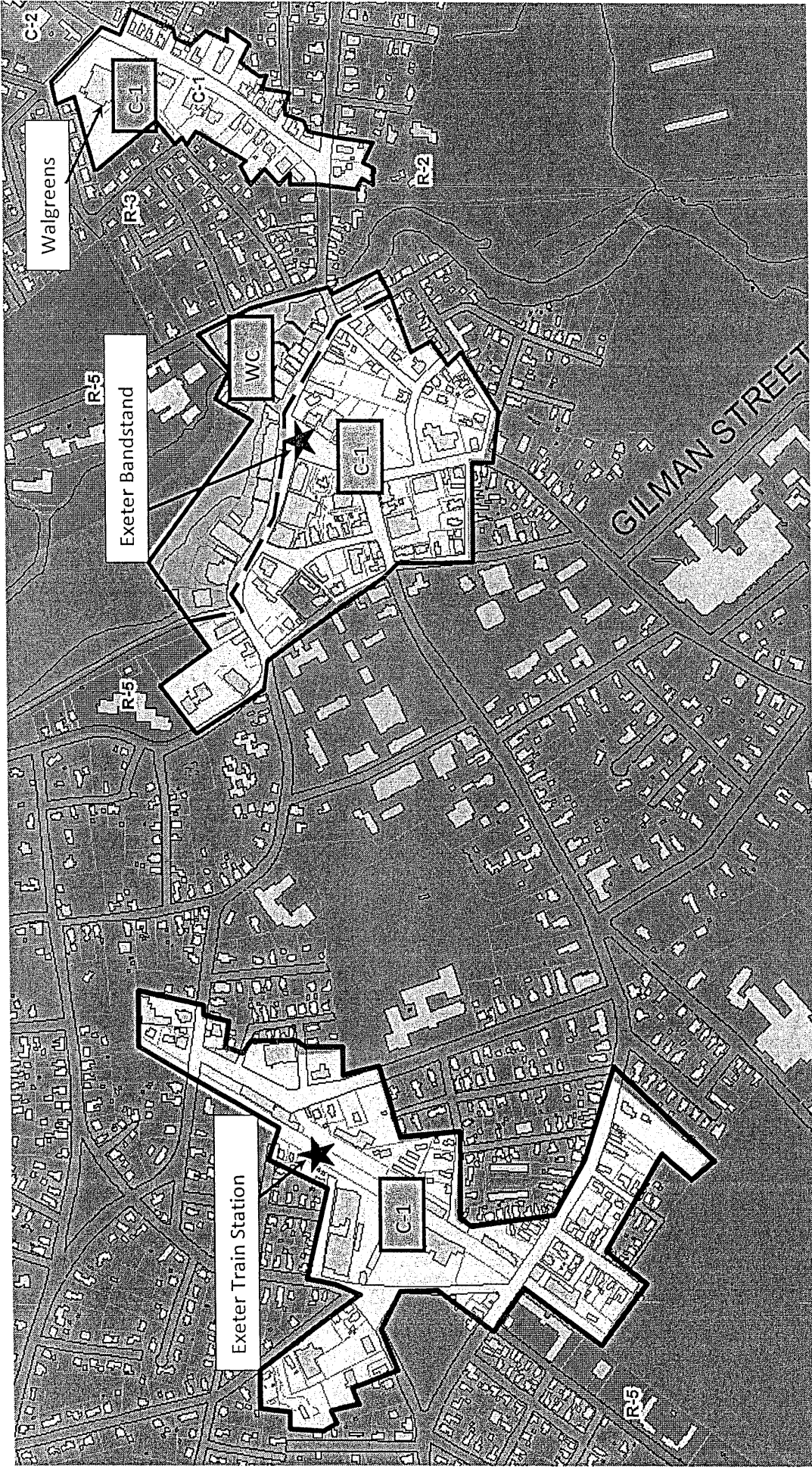
II. The tax relief granted under this chapter shall only apply to substantial rehabilitation or replacement that commences after the governing body approves the application for tax relief and the owner grants to the municipality the covenant to protect the public benefit as required in this chapter,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

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

Section 79-E:14

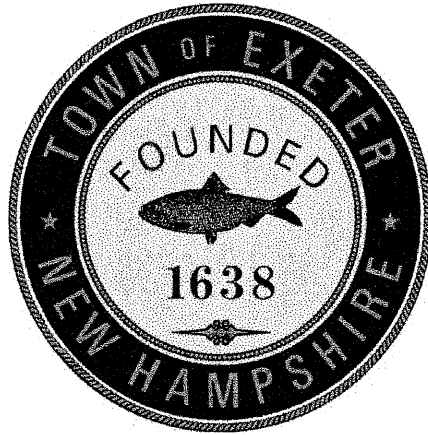
79-E:14 Other Programs. – The provisions of this chapter shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.

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



RSA 79E Reference Map of District Areas:

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



Town of Exeter, New Hampshire

Community Revitalization Tax Relief Incentive

Instructions to the Applicant:

The following documents contain everything you need to complete your application for tax relief to revitalize your building. Please read everything carefully. The application materials are based upon the requirements set forth by NH RSA 79-E. You will need to fill out the application, take part in a public hearing with the Board of Selectmen, and execute a covenant with the Town. If you have any questions with the application, the process, or what to expect, please call Darren Winham, Economic Development Director, at 603-773-6122 or email dwinham@exeternh.gov.

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



Town of Exeter

Community Revitalization Tax Relief Incentive (RSA 79-E)

Application Form

Office Use Only
(do not write in shaded area)

Date Application Submitted: _____ Received by: _____

Building Information

Building Name (if any): The Long Block

Building Address: 2 - 8 Franklin Street

Eligible Zoning District WC - Waterfront Commercial Tax Map 72 Lot 69

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

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

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

Applicant's Name John Q Dal Santo

Address: P.O. Box 12

City/Town: Exeter State: NH Zip: 03833

Phone 603-686-2908 Fax: _____

E-mail: jqdalsanto@msn.com

Owner's Name John Q Dal Santo (2-6 Franklin St)

Sharon J Rondeau (8 Franklin St)

Address: P.O. Box 12 / P.O. Box 962

City/Town: Exeter State: NH Zip: 03833

Phone 603-686-2908 Fax: 603-778-0494

603-778-6449

E-mail: jqdalsanto@msn.com / sjrondeau@conversent.net

Existing Building Information:

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

2 Franklin St - Vacant (Professional / Commercial), 475 sqft

4 Franklin St - Professional / Commercial, 516 sqft, 1-3 Employees

6 Franklin St - Vacant (Professional / Commercial), 488 sqft

8 Franklin St - Professional / Commercial, 475 sqft, 1-3 Employees

Gross Square Footage of Building: 1954 Year Building was Built: 1822

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

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

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

Project Description

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

The commercial / professional use and size will remain the same with the intent to increase employment by 2-6 individuals.

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

Will the project include new residential units? ___ Yes No

If yes, please describe: _____

Will the project include affordable residential units? ___ Yes No

If yes, please describe: _____

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

___ Yes No

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

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

Replacement of Qualifying Structure

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

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

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

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

Public Benefit (RSA 79:E -7)

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

Does the project provide the following public benefits?

(Check all that apply)

Enhances the economic vitality of the designated area. Yes No

If yes, please describe: _____

- Creates vibrant commercial activity by establishing a destination stop within Exeter for professional services.

Enhances and improves a culturally or historically important structure Yes No

If yes, please describe: _____

- Supports the preservation of a building in a historic town center.

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

If yes, please describe: _____

- Establishes a strong sense of community through identification with town's historic past.

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

If yes, Please describe: _____

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

If yes, please describe: _____

Over the past two years, the ownership has significantly refurbished the Long Block building without any tax relief.

Substantial Rehabilitation

Describe the work to be done and estimated costs.

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

Structural: - Replace Siding (\$18,000) - Paint (\$7,200) - Interior Work (\$3,800)	Estimated Cost: \$29,000
--	--------------------------

Electrical: - Interior Work	Estimated Cost: \$ 500
-----------------------------	------------------------

Plumbing/Heating:	Estimated Cost:
-------------------	-----------------

Mechanical:	Estimated Cost:
-------------	-----------------

Other:	Estimated Cost:
--------	-----------------

Total Estimated Project Cost:	\$ 29,500
--------------------------------------	------------------

Expected Project Start Date: ASAP	Expected Project Completion Date: 31 December 2017
--	---

Applicant/Owner Signature

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

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

Initial here: JQD SJR _____

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

Initial here: JQD SJR _____

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

Initial here: JQD SJR _____

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

John Q Dal Santo John Q Dal Santo 19 July 17
Signature (printed name) Date

[Signature] Sharon J Rondeau 19 July 17
Signature (printed name) Date

Signature (printed name) Date

Signature (printed name) Date

Signature (printed name) Date

JAN 21 1990

Form No. 10-300 (Rev. 10-74)

UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

FOR NPS USE ONLY
RECEIVED AUG 13 1980
DATE ENTERED DEC 3 1980

NATIONAL REGISTER OF HISTORIC PLACES INVENTORY -- NOMINATION FORM

SEE INSTRUCTIONS IN *HOW TO COMPLETE NATIONAL REGISTER FORMS*
TYPE ALL ENTRIES -- COMPLETE APPLICABLE SECTIONS

1 NAME

HISTORIC

Exeter Waterfront Commercial-Historic District

AND/OR COMMON

2 LOCATION

STREET & NUMBER

Water St., Franklin St., Pleasant St., High St. ^{and} Chestnut St., Chestnut

CITY, TOWN

Exeter

— VICINITY OF

first

STATE

New Hampshire

CODE

33

COUNTY

Rockingham

CODE

015

3 CLASSIFICATION

CATEGORY

- DISTRICT
- BUILDING(S)
- STRUCTURE
- SITE
- OBJECT

OWNERSHIP

- PUBLIC
- PRIVATE
- BOTH
- PUBLIC ACQUISITION**
- IN PROCESS
- BEING CONSIDERED

STATUS

- OCCUPIED
- UNOCCUPIED
- WORK IN PROGRESS
- ACCESSIBLE**
- YES: RESTRICTED
- YES: UNRESTRICTED
- NO

PRESENT USE

- AGRICULTURE
- MUSEUM
- COMMERCIAL
- PARK
- EDUCATIONAL
- PRIVATE RESIDENCE
- ENTERTAINMENT
- RELIGIOUS
- GOVERNMENT
- SCIENTIFIC
- INDUSTRIAL
- TRANSPORTATION
- MILITARY
- OTHER:

4 OWNER OF PROPERTY

NAME

Multiple Ownership

STREET & NUMBER

CITY, TOWN

— VICINITY OF

STATE

5 LOCATION OF LEGAL DESCRIPTION

COURTHOUSE,
REGISTRY OF DEEDS, ETC.

Rockingham County Register of Deeds

STREET & NUMBER

Rockingham County Courthouse

CITY, TOWN

Exeter

STATE

New Hampshire 03833

6 REPRESENTATION IN EXISTING SURVEYS

TITLE

(See Continuation Sheet 6-1)

DATE

FEDERAL STATE COUNTY LOCAL

DEPOSITORY FOR
SURVEY RECORDS

CITY, TOWN

STATE

**NATIONAL REGISTER OF HISTORIC PLACES
INVENTORY -- NOMINATION FORM**

CONTINUATION SHEET

ITEM NUMBER 7 PAGE II

District Map &
Survey number

Description

38. Restaurant, 42 Water Street: 1 story, 9x6 bay, clapboarded with projecting cornice, a wide architrave, single corner pilasters, hip roof with central peak over door and a vented cupola. A one story, flat roofed, brick rear addition. Colonial Revival, c. 1918 (09-10;15;001)
40. Exeter Supply Co., 24 Water Street: 2½ story, 3x8 bay, stone foundation. clapboarded, gable to the street, metal roof. Other features include a boxed cornice with returns, plain cornerboards, two-over-two windows with molded backbands, a central entry flanked by two large bay windows with plate glass windows and a boxed cornice, two bay windows on the second floor with a cornice supported by scroll brackets, and rear ells. Italianate c. 1870 (09-10;15;017)
41. Wooden Bldg., 20 Water Street: 2½ story, 3x3 bay, gable to the street, pedimented gable, side hall entry, stone foundation. Windows are six over six with simple surrounds. The small attic window has a triangular window head. Across the front is a hip roofed porch, enclosed across two bays and open in front of the door with a square column. There is a shed addition on the rear. Greek Revival, c. 1830 (09-10;15;016)
42. Gilman Garrison, 12 Water Street: Georgian/Garrison Style c. 1700: National Register of Historic Places, (9-12-76) HABS.
43. Kost Tire Sales, 1 Franklin Street: 1 story, 3x3 bay, gable roof commercial building with coursed ashlar siding. An overhead multi-light door with a transom is located in the middle bay above which is a monitor roof. A display window sits to the west of the door. A four bay shed roof wing projects from the southwest corner of the west elevation with a brick facade and a corbeled brick monitor

roof. c. 1910 (09-10;20;001)

44. Mill Housing "The Long House": 4-10 Franklin Street: 2½ story, 12x2 bays, clapboarded, brick foundation, wooden framed mill housing with 6 interior offset corbeled cap chimneys. Two double multi-light center entries are present on the facade. The west entry is flanked by plain pilasters supporting a full entablature with triglyph blocks. The east entry is also flanked by plain pilasters supporting a full entablature with an inscription plate on the frieze. The symmetrically placed windows have six-over-four sash with simple surrounds. The cornice is boxed with a molding between the fascia and soffit. Federal, 1826 (09-10;21;010)

CURRENT OWNER		UTILITIES		STRT./ROAD		LOCATION		CURRENT ASSESSMENT	
Permit ID	Issue Date	Type	Description	Amount	Code	Description	Code	Appraised Value	Assessed Value
14-153E	05/23/2014	EL	Electric	2,200			3401	23,600	23,600

RECORD OF OWNERSHIP		SUPPLEMENTAL DATA		SALE PRICE V.C.	
Yr.	Code	Assessed Value	Yr.	Code	Assessed Value
2016	3401	24,000	2015	3401	24,000
Total:		24,000	Total:		24,000

EXEMPTIONS		OTHER ASSESSMENTS	
Year	Type	Description	Amount
Total:			

ASSESSING NEIGHBORHOOD	
NBHD/ SUB	Street Index Name
0001/A	Tracing

CONDO
 OCCUPIES UNITS 1-3
 ELEC SPACE HTRS
 RENO 1983
 RIVER LEVEL LEFT
 04-15 ABATEMENT ADJ DATA

RECK 2016 FOR REPAIRS
11-4-ADD SKETCH
NOTE: HISTORIC DISTRICT
PLAN: LONG BLOCK

BUILDING PERMIT RECORD		VISIT/ CHANGE HISTORY	
Permit ID	Issue Date	Type	Date
14-153E	05/23/2014	EL	10/24/2014

LAND LINE VALUATION SECTION		APPRaised VALUE SUMMARY	
Permit ID	Issue Date	Type	Date
14-153E	05/23/2014	EL	10/24/2014

VISION

NET Total Appraised Parcel Value 23,600

Total Appraised Parcel Value 23,600

Valuation Method:

Adjustment:

Net Total Appraised Parcel Value 23,600

CONSTRUCTION DETAIL		CONSTRUCTION DETAIL (CONTINUED)	
Element	Cd. Ch.	Element	Description
Style	56		Condo Office
Model	06		Com Condo
Grade	03		Average
Stories	1		1 Story
Occupancy	1		Drywall/Sheet
Interior Wall 1	05		
Interior Wall 2	14		Carpet
Interior Floor 1	04		Electric
Interior Floor 2	03		Hot Air-no Duc
Heat Fuel	01		None
Heat Type	00		
AC Type	0		
Ttl Bedrms	0		
Ttl Bathrms	0		
Ttl Half Bths	0		
Xtra Fixtres	0		
Total Rooms	0		
Bath Style			
Kitchen Style			

CONDO DATA	
Complex Acct#	114421
Complex Name	LONG BLOCK
Adjust Type	Code
Unit Type	A
Unit Locn	B
	< 500 SF
	RIVER LEVEL
	120
	60

COST/MARKET VALUATION

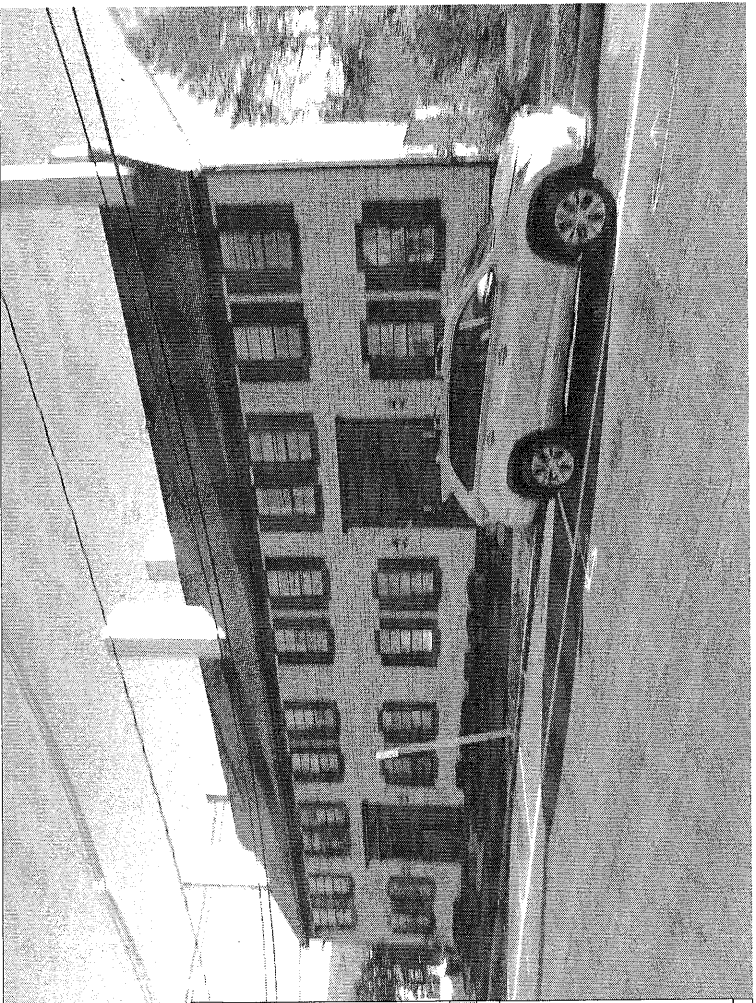
Adj. Base Rate:	141.72
Net Other Adj:	67,317
Replace Cost	0.00
AYB	67,316
EYB	1822
Dep Code	1985
Remodel Rating	G
Year Remodeled	
Dep %	60
Functional Obslnc	5
External Obslnc	0
Cost Trend Factor	1
Condition	
% Complete	35
Overall % Cond	23,600
Apprais Val	0
Dep % Ovr	0
Dep Ovr Comment	
Misc Imp Ovr	0
Misc Imp Ovr Comment	
Cost to Cure Ovr	0
Cost to Cure Ovr Comment	

OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)

Code	Description	Sub	Sub Description	L/B	Units	Unit Price	Yr	Gde	Dp	Rt	Cnd	%Cnd	Apr	Value

BUILDING SUB-AREA SUMMARY SECTION

Code	Description	Living Area	Gross Area	Eff. Area	Unit Cost	Undeprec. Value
BAS	First Floor	475	475	475	141.72	67,317
		Ttl Gross Liv/Lease Area:	475	475	475	67,316



TOPO.	UTILITIES	STRT./ROAD	LOCATION

CURRENT OWNER		CURRENT ASSESSMENT	
Description	Code	Appraised Value	Assessed Value
DAL SANTO JOHN Q PO BOX 12 EXETER, NH 03833 Additional Owners:	3401	25,600	25,600
VISION			
2211 EXETER, NH			

RECORD OF OWNERSHIP		ASSOCIATION	
BK-VOL/PAGE	SALE DATE	Yr.	Code
0072 69.0 0000	02/25/2000	2016	3401
Other ID: 0072 69.0 0000 Easement: Book/Page: TIF Dist: TIF Value: A9:		ASSOC PID#	
3457/0643 3100/ 328		26,600 2015 3401	
02/25/2000 U I		26,600 2015 3401	
75,000 0		26,600 2015 3401	
Total: 26,600		Total: 26,600	

EXEMPTIONS		OTHER ASSESSMENTS	
Description	Code	Number	Amount
Total: 0.00			

ASSESSING NEIGHBORHOOD	
NBHD/ SUB	Street Index Name
0001/A	Tracing
NOTES	
04-15 ABATEMENT - ADJ DATA	
II-4-ADD SKETCH	
RECK 2016 FOR REPAIRS	
NOTE: HISTORIC DISTRICT	
PLAN: LONG BLOCK	

EXEMPTIONS		OTHER ASSESSMENTS		VISIT/ CHANGE HISTORY	
Year	Type	Description	Amount	Date	Type
Total: 26,600		Total: 26,600		11/04/2016	MO
Total: 33,500		Total: 33,500		04/08/2015	MO
				05/12/2010	JW
				06/23/2004	EB
				03/14/1997	MH

LAND LINE VALUATION SECTION						
B #	Use Code	Description	Zone	Depth	Units	Unit Price
1	3401	OFF CONDO MDL-06	WC		0.00 AC	
Total Card Land Units:		0.00 AC	Parcel Total Land Area: 0 AC		Total Land Value: 0	

NET TOTAL APPRAISED PARCEL VALUE: 25,600

Total Appraised Parcel Value: 25,600

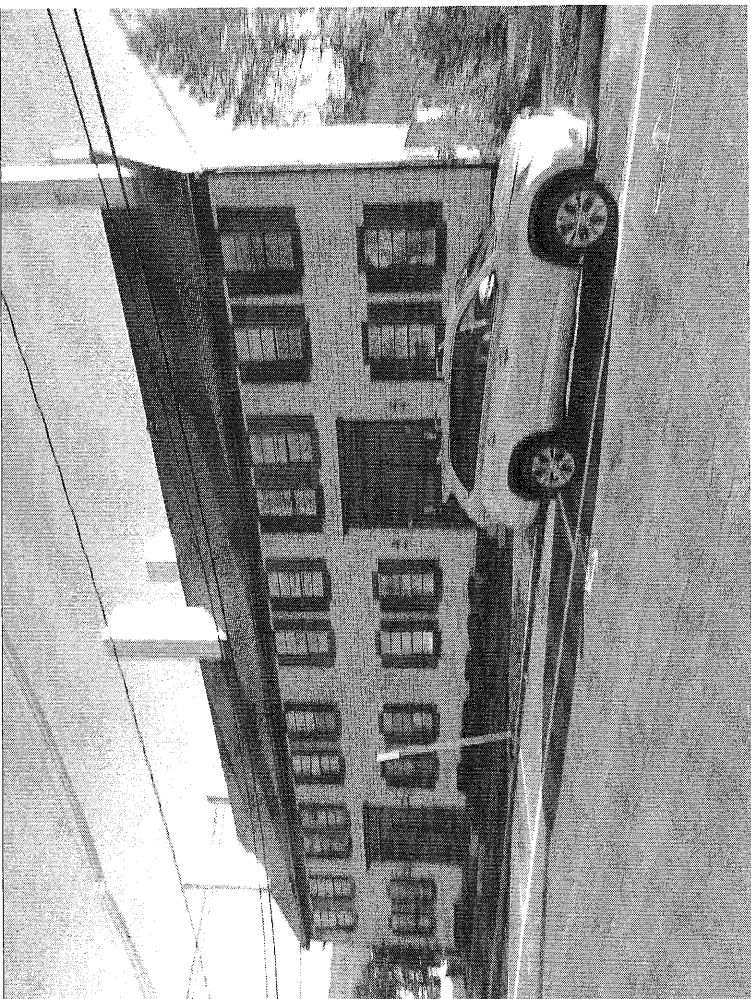
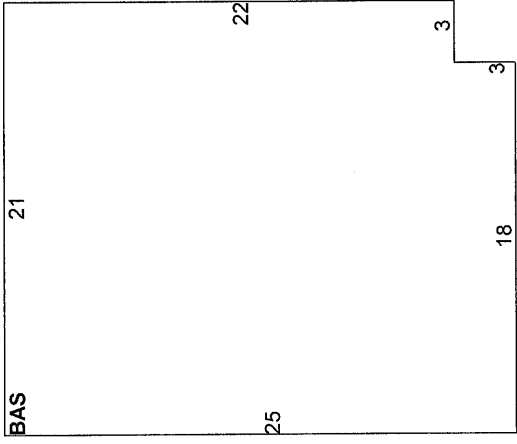
CONSTRUCTION DETAIL		CONSTRUCTION DETAIL (CONTINUED)	
Element	Cd.	Ch.	Description
Style	56		Condo Office
Model	06		Com Condo
Grade	03		Average
Stories	1		1 Story
Occupancy	1		
Interior Wall 1	05		Drywall/Sheet
Interior Wall 2			
Interior Floor 1	14		Carpet
Interior Floor 2			
Heat Fuel	04		Electric
Heat Type	03		Hot Air-no Duc
AC Type	01		None
Ttl Bedrms	00		
Ttl Bathrms	0		
Ttl Half Bths	0		
Xtra Fixtres			
Ttotal Rooms	0		
Bath Style			
Kitchen Style			

CONDO DATA			
Complex Acct#	ID Y	% Own	
114421		0	
Complex Name LONG BLOCK B# 1 S# 1			
Adjust Type	Code	Description	Factor %
Unit Type	A	< 500 SF	120
Unit Locn	B	RIVER LEVEL	60

COST/MARKET VALUATION	
Adj. Base Rate:	141.72
Net Other Adj:	73,128
Replace Cost	0.00
AYB	73,126
EYB	1822
Dep Code	1985
Remodel Rating	G
Year Remodeled	
Dep %	60
Functional Obslnc	5
External Obslnc	0
Cost Trend Factor	1
Condition	
% Complete	35
Overall % Cond	25,600
Apprais Val	0
Dep % Ovr	0
Dep Ovr Comment	
Misc Imp Ovr	0
Misc Imp Ovr Comment	
Cost to Cure Ovr	0
Cost to Cure Ovr Comment	

OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)												
Code	Description	Sub	Sub Description	L/B	Units	Unit Price	Yr	Gde	Dp Rt	Cnd	%Cnd	Apr Value

BUILDING SUB-AREA SUMMARY SECTION						
Code	Description	Living Area	Gross Area	Eff. Area	Unit Cost	Undeprec. Value
BAS	First Floor	516	516	516	141.72	73,128
Ttl. Gross Liv/Lease Area:		516	516	516		73,126



CURRENT OWNER		TOPO.	UTILITIES	STRT./ROAD	LOCATION	CURRENT ASSESSMENT	
DAL SANTO JOHN Q PO BOX 12 EXETER, NH 03833 Additional Owners:						Description 3401	Assessed Value 27,700
VISION		SUPPLEMENTAL DATA		ASSOC PID#		27,700	
Other ID: 0072 69.0 0000		Historic: YES		SALE DATE: 02/25/2000		PREVIOUS ASSESSMENTS (HISTORY)	
Easement: Antenna: 79E Dist: TIF Value: A9: GIS ID: 072-069-0003		BK-VOL/PAGE: 3457/0643 2833/2123		U I U		Yr. Code Assessed Value Yr. Code Assessed Value	
RECORD OF OWNERSHIP		DAL SANTO JOHN Q		LAMPERT ALLEN L TRUSTEE		2016 3401 28,900/2015 3401 27,700 31,800	

EXEMPTIONS		OTHER ASSESSMENTS	
Year	Type Description	Amount	Comm. Int.
Total:		28,900	28,900

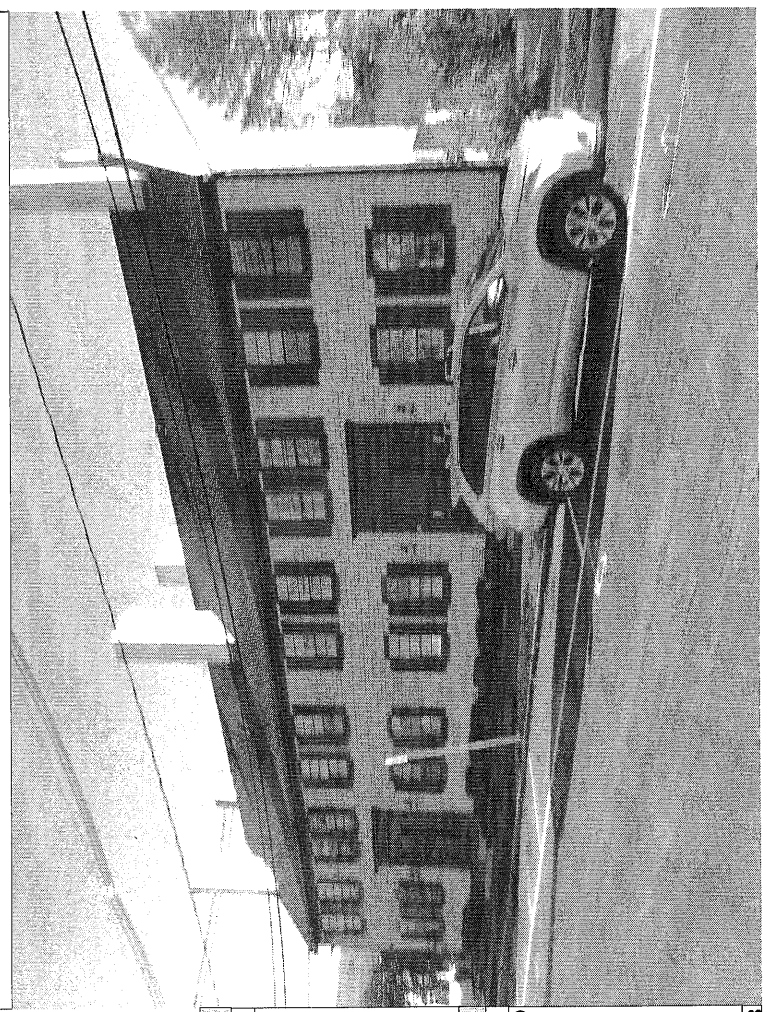
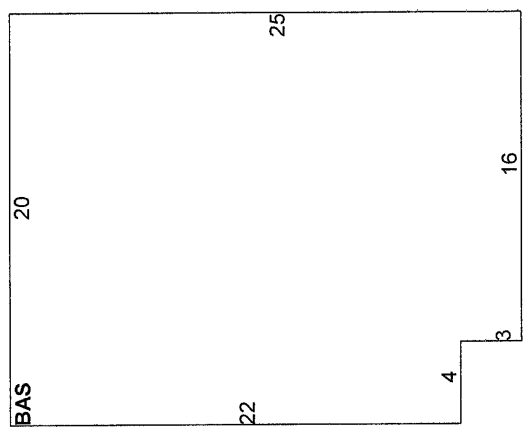
ASSESSING NEIGHBORHOOD
 NBHD/ SUB 0001/A Street Index Name Tracing Batch
NOTES
 04-15 ABATEMENT - ADJ DATA
 11-4-ADD SKETCH
 NOTE: HISTORIC DISTRICT
 PLAN: LONG BLOCK
 RENO 1983
 RIVER LEVEL RIGHT CENTER

APPRAISED VALUE SUMMARY	
Appraised Bldg. Value (Card)	27,700
Appraised XF (B) Value (Bldg)	0
Appraised OB (L) Value (Bldg)	0
Appraised Land Value (Bldg)	0
Special Land Value	0
Total Appraised Parcel Value	27,700
Valuation Method:	C
Adjustment:	0
Net Total Appraised Parcel Value 27,700	

BUILDING PERMIT RECORD				VISIT/CHANGE HISTORY										
Permit ID	Issue Date	Type	Description	Amount	Insp. Date	% Comp.	Date Comp.	Comments	Date	Type	IS	ID	Cd.	Purpose/Result
									11/04/2016			MO	70	Review - Ext
									04/08/2015			JQ	00	Measur+Listed
									05/12/2010			JW	14	Commercial Field Review
									06/23/2004			EB	01	Measur+I Visit
									03/14/1997			MH	00	Measur+Listed

LAND LINE VALUATION SECTION																
B #	Use Description	Zone	D	Front Depth	Units	Unit Price	I. Factor	S.A. Disc	Acres	C. Factor	ST. Ibx Adj.	Notes-Adj	Special Pricing	S Adj Fact	Unit Price	Land Value
1	3401 OFF CONDO MDL-06	WC			0.00 AC	0.00	1.0000	5	1.0000	1.00	50	1.00		.00	0.00	0
Total Card Land Units: 0.00 AC Parcel Total Land Area: 0 AC Total Land Value: 0																

Element	Cd	Ch	Description	Element	Cd	Ch	Description
Style	56		Condo Office				
Model	06		Com Condo				
Grade	03		Average				
Stories	1		1 Story				
Occupancy	1						
Interior Wall 1	05		Drywall/Sheet				
Interior Wall 2	14		Carpet				
Interior Floor 1	04		Electric				
Interior Floor 2	03		Hot Air-no Duc				
Heat Fuel	01		None				
AC Type	00						
TU Bedrms	0						
TU Bathrms	0						
TU Half Bths	0						
Xtra Fixtrs	0						
Total Rooms	0						
Bath Style							
Kitchen Style							



OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)														
Code	Description	Sub	Sub Description	L/B	Units	Unit Price	Yr	Gde	Dp	Rt	Cnd	%Cnd	Apr	Value
BUILDING SUB-AREA SUMMARY SECTION														
Code	Description	Living Area	Gross Area	Eff. Area	Unit Cost	Undeprac. Value								
BAS	First Floor	488	488	488	141.72	69,159								
		Ttl. Gross Liv/Lense Area:	488	488	488	69,158								

CURRENT OWNER		TOPO.	UTILITIES	STRT./ROAD	LOCATION	CURRENT ASSESSMENT	
Year	Type	Description	Code	Appraised Value	Assessed Value	Code	Assessed Value
		RONDEAU SHARON J REV TR				3401	27,900
		RONDEAU SHARON J TRUSTEE					27,900
		13 WOODS DR					
NEWMARKET, NH 03857 Additional Owners: A9: GIS ID: 072-069-0004 A12: 0072 69.0 0000 Easement: Historic: YES Book/Page: Antenna: YES TIF Dist: 79E Dist: Yes TIF Value: ASSOC PID#							

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	q/u	v/i	SALE PRICE	V.C.
	RONDEAU SHARON J REV TR	4381/1413	10/12/2004	Q	I	37,000	00
	D L & P K REALTY TRUST	3464/0152	03/31/2000	Q	I	28,000	00
	CARSON WILLIAM	2907/ 601		U		0	
Total:						28,400	28,400

EXEMPTIONS		Amount	Code	Description	Number	Amount	Comm. Int.
Total:							

OTHER ASSESSMENTS		Amount	Code	Description	Number	Amount	Comm. Int.
Total:							

ASSESSING NEIGHBORHOOD		Street Index Name	Tracing	Batch
	0001/A			

NOTES
 REMOVED U/C NO RENO BEING DONE
 NOTE: HISTORIC DISTRICT
 PLAN: LONG BLOCK
 ELEC SPACE HTRS
 RENO 1983
 RIVER LEVEL RIGHT
 CONDO
 04-15 ABATEMENT ADJ DATA
 11/16 CORRECTED SKETCH

BUILDING PERMIT RECORD		Permit ID	Issue Date	Type	Description	Amount	Insp. Date	% Comp.	Date Comp.	Comments
		97-016	01/21/1997			10,000		100	04/01/1997	REMODEL

LAND LINE VALUATION SECTION																
B #	Use Code	Use Description	Zone D	Front Depth	Units	Unit Price	I. Factor	S.A. Disc	Acre	C. Factor	ST. Idx Adj.	Notes-Adj	S. Adj Fact	Special Pricing	Unit Price	Land Value
1	3401	OFF CONDO MDL-06	WC		0.00	AC	0.00	1.0000	5	1.0000	1.00	50	1.00		0.00	0
Total Card Land Units: 0.00 AC Parcel Total Land Area: 0 AC																

NET TOTAL APPRAISED PARCEL VALUE 27,900

CONSTRUCTION DETAIL		Element	Cd.	Ch.	Description
56	Style	Condo Office			
06	Model	Com Condo			
03	Grade	Average			
1	Stories	1 Story			
1	Occupancy	Drywall/Sheet			
05	Interior Wall 1				
14	Interior Wall 2	Carpet			
04	Interior Floor 1				
04	Interior Floor 2				
04	Heat Fuel	Electric			
03	Heat Type	Hot Air-no Duc			
04	AC Type	Unit/AC			
00	Ttl Bedrms				
0	Ttl Bathrms				
1	Ttl Half Bths				
2	Xtra Fixtres				
2	Total Rooms				
	Bath Style				
	Kitchen Style				

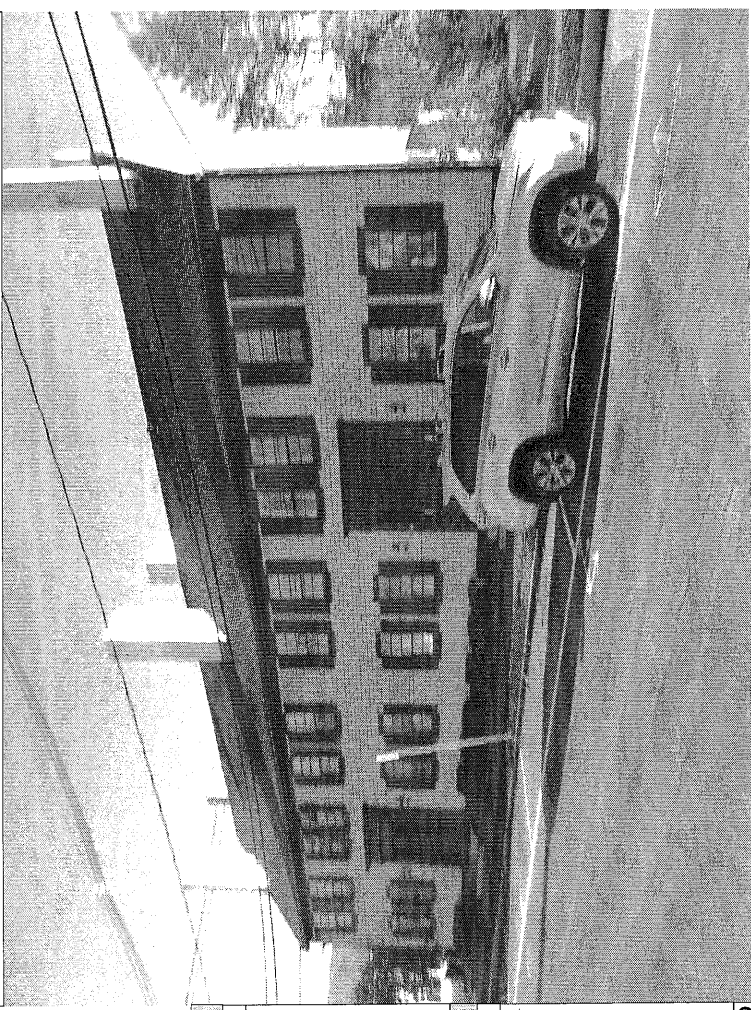
BAS

CONDO DATA			
Cmplx Acct#	ID Y	% Own	0
114421			
Cmplx Name	B#	S#	1
LONG BLOCK	1	1	
Adjust Type	Code	Description	Factor %
Unit Type	A	< 500 SF	120
Unit Locn	B	RIVER LEVEL	60

COST/MARKET VALUATION

Adj. Base Rate:	146.97
Net Other Adj:	69,811
Replace Cost	0.00
AYB	69,809
EYB	1822
Dep Code	1985
Remodel Rating	G
Year Remodeled	
Dep %	60
Functional Obslnc	0
External Obslnc	1
Cost Trend Factor	
Condition	
% Complete	40
Overall % Cond	27,900
Apprais Val	0
Dep % Ovr	0
Dep Ovr Comment	
Misc Imp Ovr	0
Misc Imp Ovr Comment	
Cost to Cure Ovr	0
Cost to Cure Ovr Comment	

19



OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)												
Code	Description	Sub	Sub Description	L/B	Units	Unit Price	Yr	Gale	Dp Rt	Cnd	%Cnd	Apr Value
FPL	FIREPLACE	B	2			1,500.00	1985	1			0	0

BUILDING SUB-AREA SUMMARY SECTION						
Code	Description	Living Area	Gross Area	Eff. Area	Unit Cost	Undeprec. Value
BAS	First Floor	475	475	475	146.97	69,811

Ttl Gross Liv/Lease Area:	475	475	475	475		69,809
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020218

TOWN OF EXETER, NH
COVENANT TO PROTECT PUBLIC BENEFIT
Soaring Hawk, LLC of 1 - 9 Water Street, Exeter, NH
Per RSA 79E (Community Revitalization Tax Relief Incentive)

Soaring Hawk LLC of 1 - 9 Water Street, Exeter, NH 03833 (hereinafter referred to, collectively, if appropriate, as "GRANTOR"), owner of property situated at 1 - 9 Water Street, Exeter, NH (hereinafter referred to as the "PROPERTY"), for itself and for its successors and assigns, for consideration of tax relief granted to GRANTOR by GRANTEE pursuant to the provisions of RSA 79-E, agree to the following Covenants imposed by the Town of Exeter, (hereinafter referred to as "GRANTEE"), 10 Front Street, Exeter, County of Rockingham, State of New Hampshire.

These covenants are made in exchange for **9 years of property tax relief** (5 years as the GRANTEE has determined the property eligible as a "qualifying structure" per RSA 79-E:2 and an additional 4 years as the GRANTEE has determined the property is located within and important to a locally designated historic district per RSA 79-E:5) granted with respect to the PROPERTY as a result of the redevelopment of the PROPERTY to be accomplished by the GRANTOR in accordance with GRANTOR'S proposal. The specific approved scope of work is attached as "SOARING HAWK LLC - COMMUNITY REVITALIZATION TAX RELIEF APPLICATION" (PER RSA 79E) approved by GRANTEE (by vote of the Exeter Board of Selectmen) on April 17, 2017, and in accordance with the site plan approved by the Exeter Planning Board and the site plan as subsequently amended and approved by the Town of Exeter (by the Planning Board or through an administrative approval process). In case of any conflict between the attached scope of work and the approved site plan (as amended and approved by the Town), WHICH shall prevail.

This Covenant is to protect the public benefit in accordance with the provisions of RSA 79-E for a term of 9 years beginning on April first of the first tax year commencing immediately after the completion of the redevelopment work. Notwithstanding the foregoing, the

2017 MAY 19 PM 2:01

ROCKINGHAM COUNTY
 REGISTRY OF DEEDS

contemplated tax relief shall be null and void if the proposed redevelopment work is not completed by April 17, 2019.

All applicable provisions of RSA 79-E shall apply to these covenants.

The PROPERTY is designated GRANTEE'S Tax Map 72 Lot 41 in the Town of Exeter.

The GRANTEE agrees that the PROPERTY, if substantially rehabilitated (or "redeveloped") in accordance with GRANTOR'S proposal approved by GRANTEE on April 17, 2017, provides a demonstrated public benefit in accordance with the provisions of RSA 79-E:7 inasmuch as the redevelopment of said property:

I. Enhances the economic vitality of downtown; and

II. Enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district, town center, or village center in which the building is located; and

Ia. Promotes the preservation and reuse of existing building stock throughout a municipality by the rehabilitation of historic structures, thereby conserving the embodied energy in accordance with energy efficiency guidelines established by the U.S. Secretary of the Interior's Standards for Rehabilitation; and

III. Promotes development of municipal centers, providing for efficiency, safety and a greater sense of community consistent with RSA 9-B.

The terms of the Covenant, which is hereby granted by the GRANTOR to the GRANTEE with respect to the above described PROPERTY, and which shall commence simultaneously with the period of tax relief but shall continue for the duration of the 9-year tax relief period, are as follows:

GRANTOR'S COVENANTS:

REDEVELOPMENT OF PROPERTY. The Grantor agrees to redevelop the PROPERTY during the term of this Agreement in accordance with GRANTOR'S proposal approved by GRANTEE on April 17, 2017. The redevelopment contemplated by GRANTOR'S proposal approved by GRANTEE on April 24, 2017 shall be completed by the GRANTOR on or before April 17, 2019. All of the work on the attached scope of work with amendments approved by the Town must be completed in order for the tax relief to take effect. If only some of the work on the attached scope of work is completed prior to April 17, 2019, then the PROPERTY shall be fully assessed for the value of that work.

MAINTENANCE AND USE OF THE PROPERTY. The GRANTOR agrees to maintain, use and keep the structure in a condition that furthers the public benefits for which the tax relief was granted and accepted during the term of the tax relief under RSA 79-E. The GRANTOR agrees to continue to use the property as described in the attached "SOARING HAWK LLC - COMMUNITY REVITALIZATION TAX RELIEF APPLICATION." The use of the property shall not be converted to a different use inconsistent with the description in the attached "SOARING HAWK LLC - COMMUNITY REVITALIZATION TAX RELIEF APPLICATION."

REQUIRED INSURANCE, USE OF INSURANCE PROCEEDS, AND TIMEFRAME TO REPLACE OR REMOVE DAMAGED PROPERTY. The GRANTOR agrees and is required to obtain and maintain casualty insurance. The GRANTEE requires a lien against proceeds for any insurance claims to ensure proper restoration or demolition of any damaged structures and property. The GRANTEE further requires that the restoration or demolition commence within one year following any insurance claim incident; otherwise the GRANTOR shall be subject to the termination provisions set forth in RSA 79-E:9, I.

RECORDING. The GRANTEE shall record this covenant with the Rockingham County Registry of Deeds upon its execution. It shall be a burden upon the PROPERTY and bind all transferees and assignees of such PROPERTY. The GRANTOR will be solely responsible for payment of the recording fees.

ASSESSMENT OF THE PROPERTY. The GRANTEE agrees that the PROPERTY shall be assessed, during the term of the Tax Relief Granted based on the pre-rehabilitation (or redevelopment) value or such other value utilized by the Assessor to address improvements not covered by RSA 79-E.. If the terms of these covenants are not met, the Property Tax Relief will be discontinued, and the GRANTEE will assess all taxes to the owner as though no tax relief was granted, with interest in accordance with RSA 79-E:9, II. Provided that the Grantor complies with all the terms of the agreement, the property tax relief will commence upon the completion of the substantial rehabilitation, but in any event no later than April 17, 2020, and will end nine years from the commencement date.

RELEASE, EXPIRATION, CONSIDERATION.

- I. **RELEASE.** The GRANTOR may apply to the local governing body of the Town of Exeter for a release from the foregoing discretionary tax relief and associated covenant within the duration of the tax relief period of the RSA 79-E upon a demonstration of extreme personal hardship. Upon release from such covenants, the GRANTOR shall thereafter pay the full value assessment of such structure(s) and land to the Tax Collector of the Town of Exeter.
- II. **EXPIRATION.** Upon final expiration of the terms of the tax relief the tax assessment will convert to the then full fair market value. Upon final expiration of the terms of this covenant, these covenants will be concluded.

III. CONSIDERATION. The Tax Collector shall issue a summary receipt to the owner of such PROPERTY and a copy of the governing body of the Town of Exeter for the sums of tax relief accorded during the term of this Agreement. The local governing body shall, upon receiving a copy of the above-mentioned consideration and upon the expiration of this covenant execute a release of the Covenant to the GRANTOR and shall record such a release with the Rockingham County Registry of Deeds. A copy of such release or renewal shall also be sent to the local assessing official.

IV. MAINTENANCE OF STRUCTURE. If, during the term of the covenant , the GRANTOR shall fail to maintain and use the structure in conformity with the foregoing agreement, or shall cause the structure(s) to significantly deteriorate or be demolished or removed, the covenants shall be terminated and a penalty shall be assessed as provided for RSA 79-E .

ENFORCEMENT. If a breach of this Covenant is brought to the attention of the GRANTEE, the GRANTEE shall notify the GRANTOR, in writing of such breach, which notification shall be delivered in hand or by certified mail, return receipt requested to the GRANTOR. The GRANTOR shall have 30 days after receipt of such notice to undertake those actions, including restorations, which are reasonably calculated to cure the said breach and to notify the GRANTEE thereof.

If the GRANTOR fails to take such curative action, the GRANTEE may undertake any actions that are reasonably necessary to cure such breach, and the cost thereof, including GRANTEE'S expenses, court costs and legal fees, shall be paid by the GRANTOR, provided the said GRANTOR is determined to be directly or indirectly responsible for the breach.

The GRANTOR, by accepting and recording this Covenant to the GRANTEE agrees to be bound by and to observe and enforce the provisions hereof and assumes the rights and responsibilities herein provided for and incumbent upon the GRANTOR, all in furtherance of the purposes for which this Tax Relief and associated Covenant is delivered.

WITNESS MY/OUR/ITS HAND this 10th day of May, 2017.

Katherine A. Croteau
Witness

GRANTEE: Soaring Hawk LLC
[Signature]
By: Stephen Kaneb, Manager

STATE OF MAINE
COUNTY OF ROCKINGHAM

On this 10th day of May, 2017, personally appeared the above

Stephen Kaneb, Manager of Soaring Hawk LLC, known to me, or satisfactorily proven, to be the same, and acknowledged that he/she/they executed the same for the purposes contained therein.



BARBARA S. McEVY, Notary Public
My Commission Expires May 27, 2020

Barbara S. McEvoy
Notary Public/Justice of the Peace

My commission expires: 5/27/20

ACCEPTED this 10th day of May, 2017 by the Town of Exeter

TOWN OF EXETER
10 Front Street
Exeter, NH 03833

By: Don L. Clement
Don Clement
Chairman, Exeter Board of Selectmen


By: Anne J. Surman
Anne Surman

By: D.W. Chartrand
Dan Chartrand

By: Kathy Corson
Kathy Corson

By: Julie D. Gilman
Julie Gilman

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Russ Dean, Town Manager 
RE: EXTV and Meeting Space Studio
DATE: August 4th, 2017

EXTV has been working through a process to look at the potential for locating the public access studio in the room adjacent to the gallery in the second floor of the Town Hall. EXTV will present this proposal to the Board on Monday night for feedback and input, and answer any questions you have.



EXTV-G
EXETER
TV98
STUDIO

By
Robert Glowacky
IT/TV Tech for the Town of Exeter

WHY BUILD A TV STUDIO IN THE TOWN HALL?

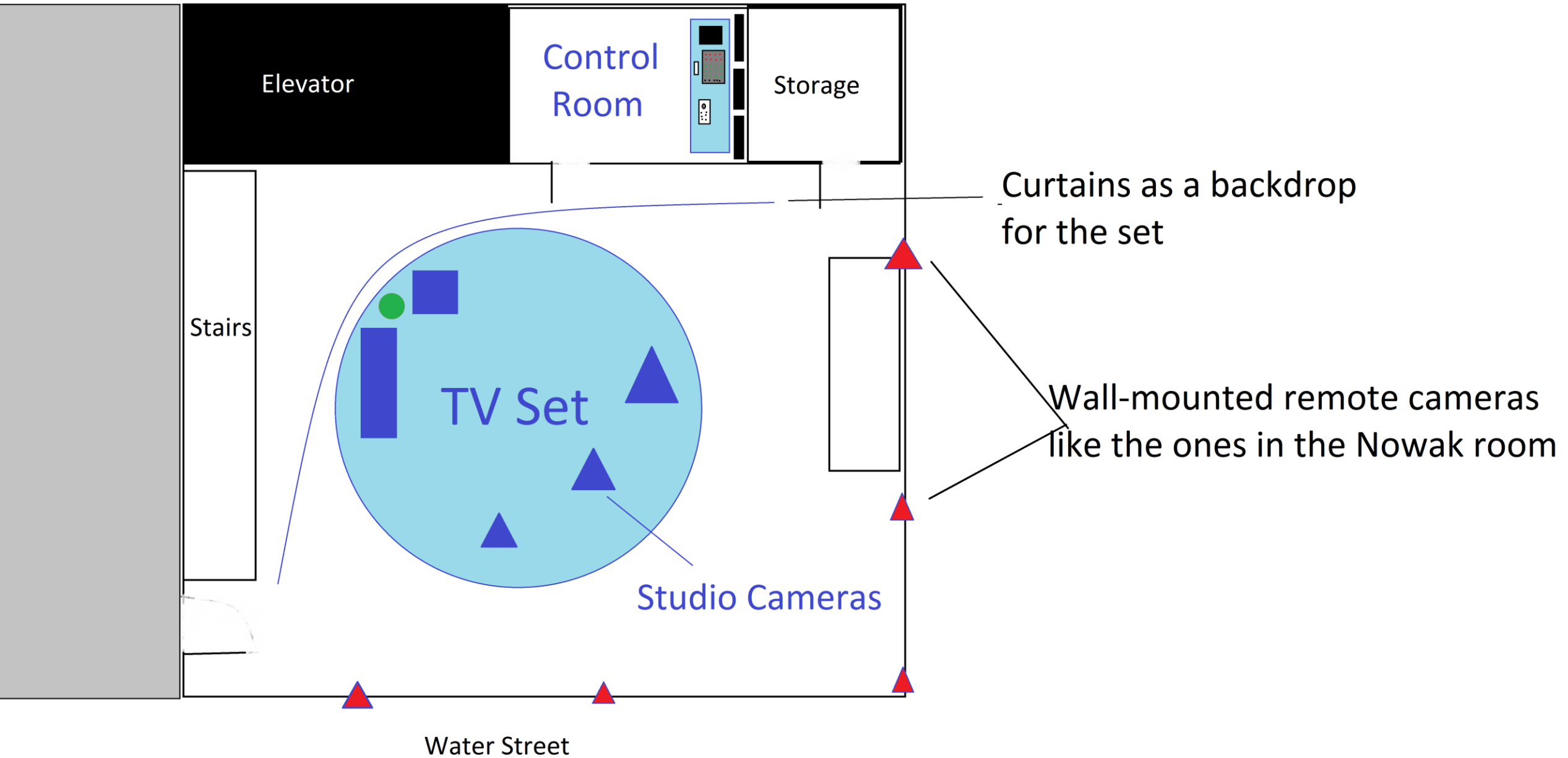
- Town Hall is centrally located as opposed to Exeter High School
- Downtown presence increases engagement and outreach
- More flexibility
- Extra meeting room
- Potential for more broadcast capabilities
- Extra office space with a public face for EXTV staff (frees up IT office to be IT only)

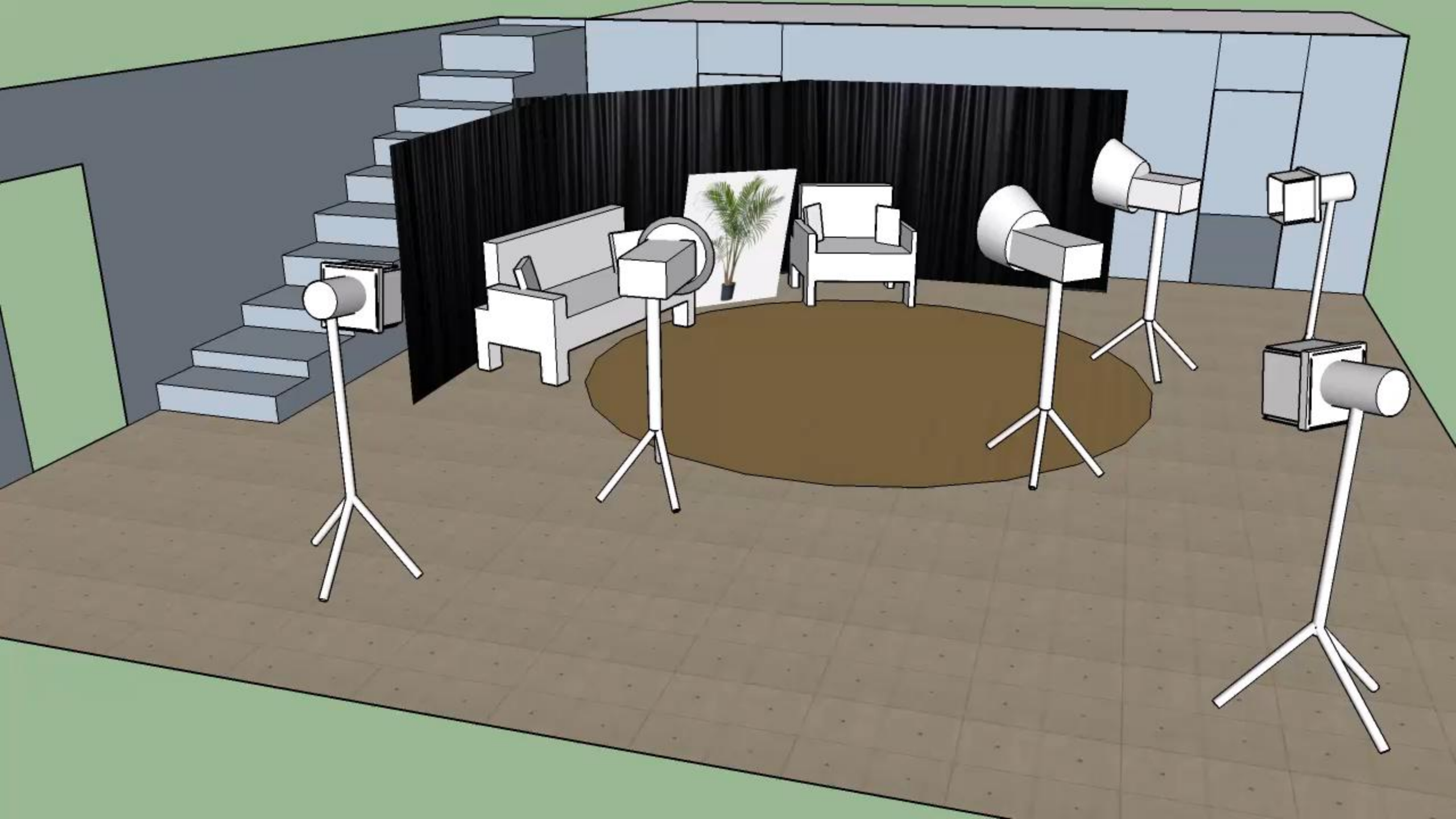
2ND FLOOR ROOM

TV STUDIO











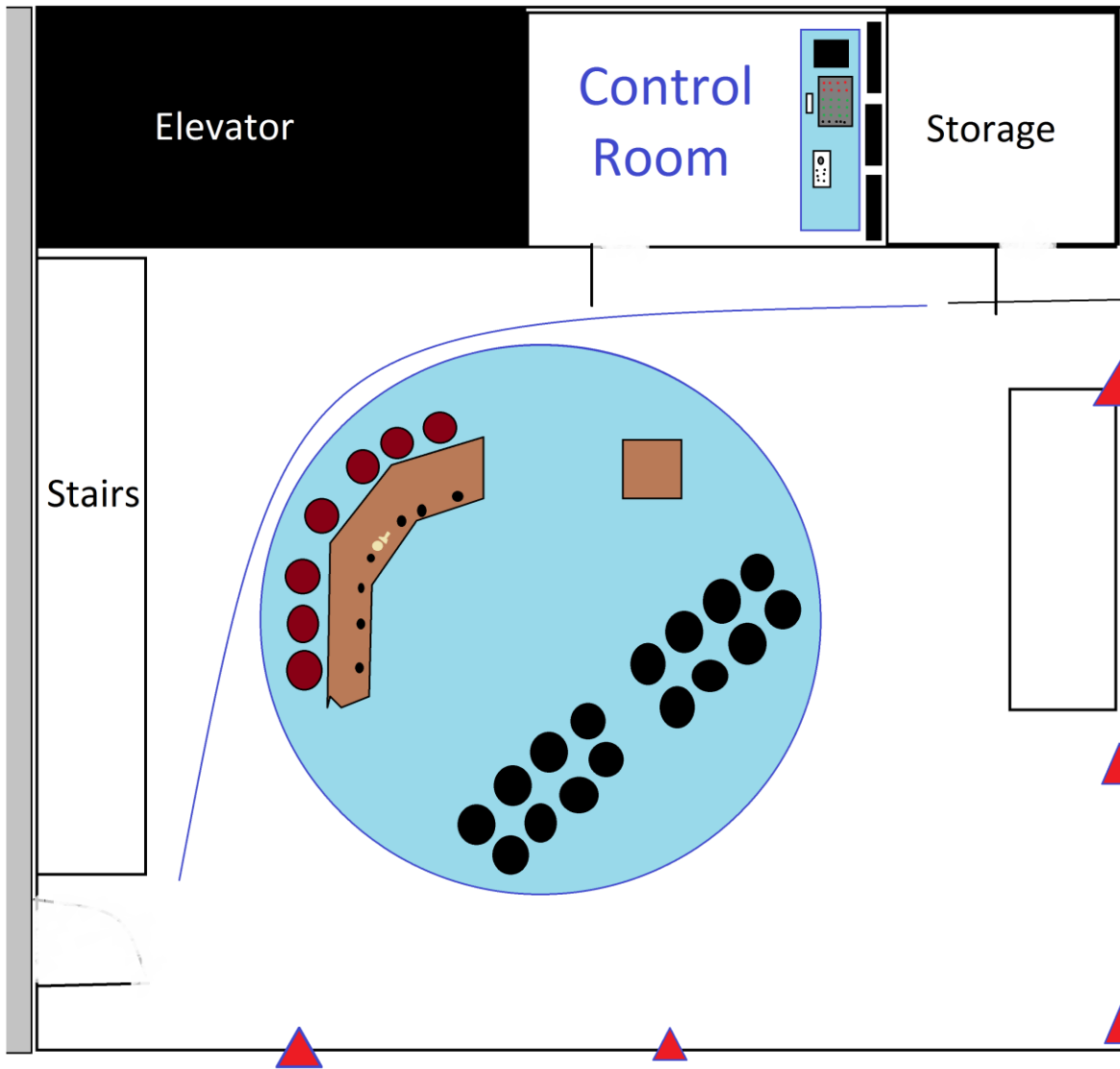


Control Room

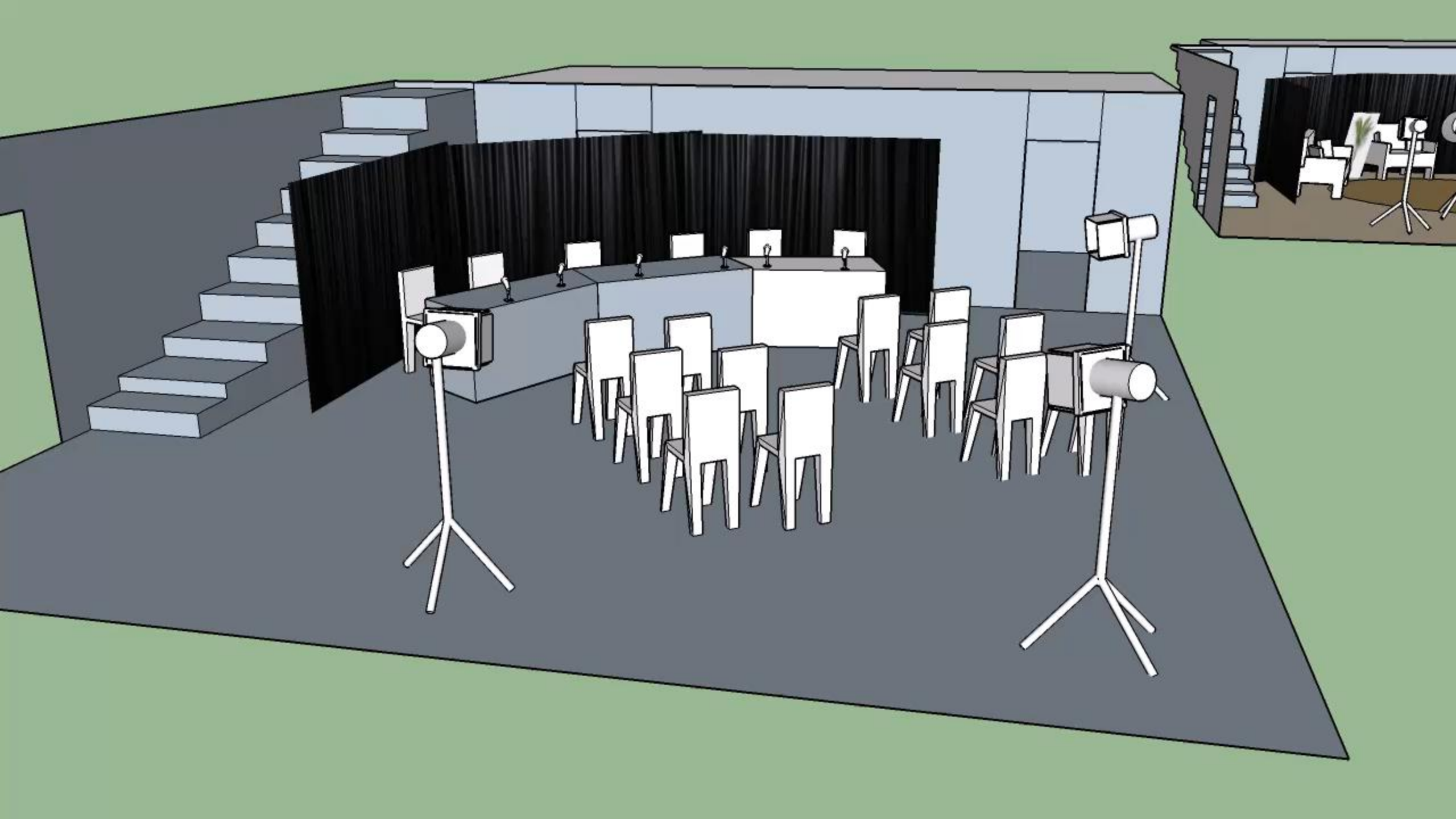
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Storage

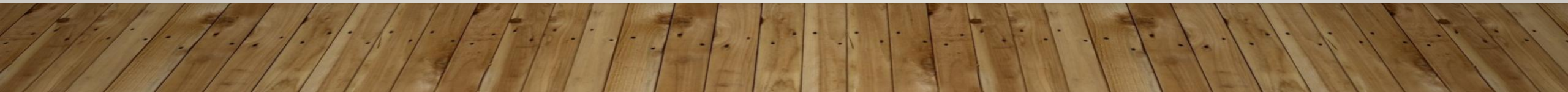




As demonstrated here, the studio could double as a second meeting room for town boards and committees and set up similar to the way in which the Nowak room is set up and meetings are recorded there.



Other storage is available if we take the
room



USE OF THE SPACE



- EXTV would manage the use of the space
- Sign up by emailing/calling EXTV staff
- Waiver forms and other EXTV forms would have to be filled out by user
- Create “Guidelines for Use”

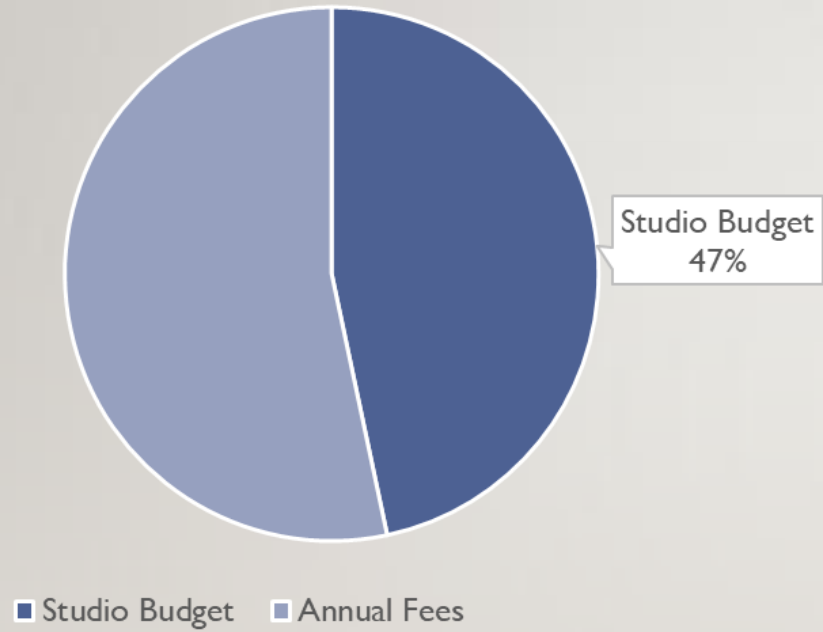
KEEPING IT OPEN AND USABLE

- Equipment could be moved and locked away when the room is used by outside groups
- Control room/storage room could be locked
- Space is large enough to still be used by theatre companies, art groups, and more when the TV Studio is not in operation
- A true community space

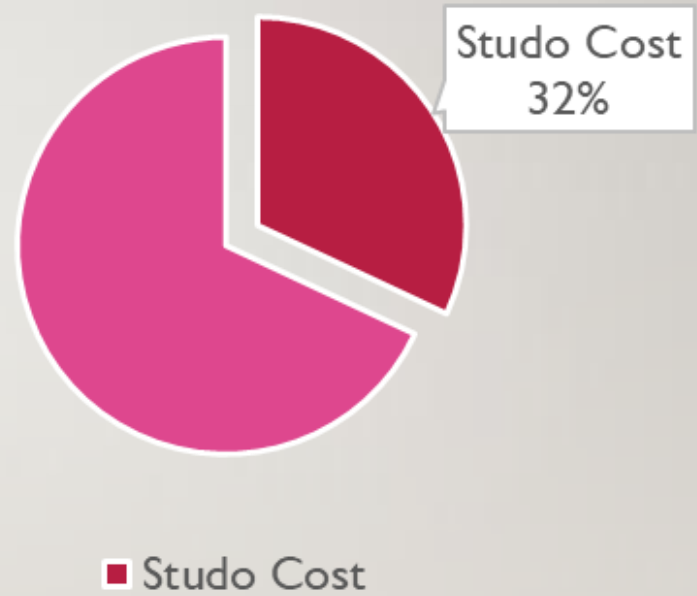
COST OF PROJECT

- Money from the CATV Fund would be used
- **Current Balance: \$219,000**
- We get about \$300,000/year
 - **Cable Fund gets \$150,000**
- **Estimated Costs of the Project**
 - **\$50,000 – \$70,000**

Studio Cost vs CATV Yearly Revenue



Studio Cost vs. CATV Balance



ESTIMATED COSTS

- \$25,000 - \$30,000 in Building Costs

- AC
- Electrical
- Locks and Keycard Access

- \$20,000 Equipment Costs

- Robotic Cameras
- Wireless Microphones
- Livestream Studio System

- \$15,000 Studio Set Costs

- Curtains (~\$8,000)
- Set (couch, sofa, plants, tables, etc.)
- Gov. Meeting Tables and Chairs



GETTING UP AND RUNNING

- Construction – Longest phase
- Electrical/Network set up
- Moving equipment and staff to the new building
- Opening for the public

ANY QUESTIONS?

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen

FROM: Russ Dean, Town Manager



RE: LCHIP Resolution

DATE: August 4th, 2017

As part of the LCHIP grant for the Winter Street Cemetery, the Board is required to adopt a resolution indicating the Town will manage the property in accordance with Land Trust Alliance standards.

A full copy of the resolution will be brought to Monday's meeting on town letterhead for review and possible adoption.

Board Adoption Resolution

The Land Trust Alliance requires that all land trust members adopt *Land Trust Standards and Practices* as their guiding principles. Some public or private funders also ask for such a statement. Here is the board resolution.

WHEREAS, the [land trust] has reviewed *Land Trust Standards and Practices* (“the Standards”), first published by the Land Trust Alliance in 1989, and with the most recent revision effective February 3, 2017; and,

WHEREAS, the [land trust] agrees that the Standards are the ethical and technical guidelines for the responsible operation of a land trust;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the [land trust] hereby adopts and commits to implementing the Standards as guidelines for the organization’s operations.

_____ board meeting date when approved



Land Trust Standards and Practices 2017

Highlights of What's New and What to Expect

The 2017 revisions to *Land Trust Standards and Practices* (the Standards) brought about some changes. Here's a brief summary of what's new, what to expect and where to find more information.

What's New

A NEW, INTERACTIVE FRAMEWORK FOR EASY ACCESS

- Each wordy practice in the 2004 Standards – many of which consisted of more than one sentence or concept – was broken down into practice “elements” for clarity.
- We reorganized the elements, eliminated the redundancies and focused on those practices that apply broadly to the land trust community.
- Those practice elements that lead to accreditation and/or are Terrafirma eligibility requirements are clearly identified.
- Designed as an online resource, the practices will link directly to Alliance and Commission material, including background narratives, sample documents and policies and accreditation requirements. Visit www.lta.org/adoption.

STANDARD 1 – ETHICS, MISSION AND COMMUNITY ENGAGEMENT

- **Practice 1A. Ethics** now asks land trusts to adopt a written code of ethics and/or values statement and a whistleblower policy, and affirms that land trusts should not participate in transactions that are potentially fraudulent or abusive.
- **Practice 1C. Community Engagement** contains four new elements that reflect the importance of (1) developing an inclusive and welcoming organizational culture, (2) fostering opportunities to connect people with the land, (3) developing an understanding of the land trust’s community to facilitate authentic communications and engagement and (4) building relationships with community leaders.

STANDARD 2 – COMPLIANCE WITH LAWS

- **Practice 2C. Federal Tax Exemption** clarifies that a land trust must complete and file a Form 990 (or its equivalent) on an annual basis.

STANDARD 3 – BOARD ACCOUNTABILITY

- **Practice 3A. Board Responsibility** strengthens the board’s duty to provide oversight of the land trust’s finances and operations by, among other things, working to ensure that sufficient financial resources are available and reviewing the financial audit.
- **Practice 3B. Board Composition and Structure** follows the Independent Sector’s recommendations of having a board substantially composed of independent members, ensuring the board’s presiding officer and treasurer are not the same individual and clarifying that no staff member should serve as the board’s president officer or treasurer.

STANDARD 4 – CONFLICTS OF INTEREST

- **Practice 4B. Payments to Board Members** clarifies what land trusts need to do in the limited circumstances when they compensate a board member for professional services and prohibits land trusts from providing loans to directors, officers or trustees.

STANDARD 5 – FUNDRAISING

- **Practice 5B. Accountability to Donors** adds a requirement for a written policy or procedure to ensure land trusts honor donor privacy concerns.
- **Practice 5C. Fundraising Plan** asks land trusts to develop and implement a fundraising plan or program.

STANDARD 6 – FINANCIAL OVERSIGHT

- **Practice 6A. Fiscal Health** includes three new elements asking land trusts to (1) address deficit-spending trends, (2) assess revenues and diversify funding sources and (3) build and maintain operating reserves.

STANDARD 7 – HUMAN RESOURCES

- **Practice 7D. Transition Planning** requires land trusts to develop a process or plan to provide for continuity in the leadership and management of the land trust's functions.

STANDARD 9 – ENSURING SOUND TRANSACTIONS

- **Practice 9C. Environmental Due Diligence** clarifies that a land trust should conduct or obtain a preliminary environment investigation for every land and conservation easement transaction.
- **Practice 9F. Title Investigation and Recording** makes clear that a land trust should use a title company or attorney to investigate title and that the title should be updated at or just prior to closing.

STANDARD 10 – TAX BENEFITS AND APPRAISALS

- **Practice 10C. Avoiding Fraudulent or Abusive Transactions** explicitly asks land trusts to discuss substantial concerns about the appraisal, the appraised value or other terms of the transaction with legal counsel and take appropriate action. It also requires land trusts to use a high level of due diligence in evaluating projects with pass-through entities of unrelated parties and to decline to participate in certain of these transactions.

STANDARD 11 – CONSERVATION EASEMENT STEWARDSHIP

- **Practice 11B. Baseline Documentation Report** adds a new element that clarifies how land trusts should document significant changes to the land or the conservation easement.
- **Practice 11C. Conservation Easement Monitoring** now requires a written policy or procedure for monitoring conservation easements.
- **Practice 11F. Approvals and Permitted Rights** asks land trusts to establish written procedures to guide their decision-making if using discretionary approvals.
- **Practice 11H. Amendments** ensures that land trusts take appropriate action if they use an amendment to adjust easement boundaries that results in a *de minimis* extinguishment.

STANDARD 12 – FEE LAND STEWARDSHIP

- **Practice 12B. Land Management and Stewardship** adds an evaluation of public access opportunities for each land management plan, asks land trusts to manage their properties in accordance with the management plan and to maintain all properties in a manner that retains the land trusts public credibility and minimizes risk.

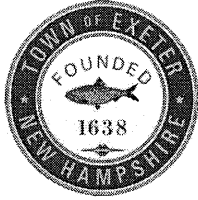
What's Next

IMPLEMENTING THE REVISED STANDARDS

- Over the next several months, we will be revising our current materials, including the Standards and Practices Curriculum, to reflect the revised Standards. Check the Alliance website at www.lta.org/sp and the Learning Center (<http://tlc.lta.org>) for frequent updates. Much of the current information and materials is still relevant!
- Each member of the Land Trust Alliance must adopt the Standards as guiding principles for its operations, pledging a commitment to uphold the public confidence and the credibility of the land trust community as a whole. Board adoption located at www.lta.org/adoption.

THE REVISED STANDARDS AND ACCREDITATION

- The land trust accreditation program will fully integrate the 2017 Standards by 2019. In general, the core indicators are the same. However, low risk or redundant indicators were removed, and some additional indicators in areas of high risk have been added. In fall 2017 a draft *Requirements Manual* based on the 2017 Standards will be released for public comment. For more information about how the 2017 standards are informing changes to the accreditation program, visit www.landtrustaccreditation.org/standards-revision.



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

MEMO

DATE: August 4, 2017

TO: Exeter Board of Selectmen
Russell Dean, Town Manager

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

RE: Evaluation of Winter Parking

The Board of Selectmen requested a review of winter parking subsequent to the 2017 citizens' petition warrant article (Article 24) "to eliminate the current winter parking ban and replace it with a requirement for town officials to declare a "Snow Emergency" between certain evening hours in order to ban parking within any public R-O-W when a weather forecast indicates that a storm sufficient to require DPW storm cleanup or storm preparation is likely."

The current, long-standing ordinances and policies of the Town of Exeter effect a town-wide winter parking ban on public streets from December 1 through March 15 each year from midnight to 6:00 a.m. Permitted parking is allowed on Pleasant Street. Parking without permits is allowed in public parking lots in designated areas on Water Street, Kossuth/Front Street, Center Street and at the train station. The purpose of the winter parking ban is to allow winter maintenance crews unobstructed snow removal and ice control routes in order to maximize efficiency.

Additionally, beyond the hours of midnight to 6:00 a.m., in the event of a predicted or on-going severe winter snowstorm requiring enhanced snow plowing or removal actions deemed necessary by the Public Works Director, a "Snow Emergency" is declared by the Police Chief. In some years with light winters, this additional step of declared snow emergency is not needed. In this last Winter 2016/2017, two (2) snow emergency parking bans were declared when more than 6 inches of snow were predicted and received.

The Public Works Department maintains over 135 lane miles of public roads in Exeter, which are divided into 24 major plow routes and 5 salt/sand routes. The Department snow fighting fleet consists of (2) loaders with plow and wing, (6) six wheel dump trucks with plow, wing and salt/sand spreader, (2) one-ton trucks with front plow, (2) pick-up trucks with front plow, (1) backhoe, (3) sidewalk tractors with plow/blower. Additional work force and equipment are supplied by contractors, including (2) graders, (1) six wheel dump truck with plow and wing, (3) six wheel dump trucks with plow and (10) one-ton trucks with front plow. Plow sizes range from 8 feet to 22 feet in width.

The objective of the Public Works Department is to provide timely, efficient and cost-effective winter maintenance, snow removal and ice control on the roadways of the Town for the safety and benefit of the Town's residents and the general motoring public. The annual snow and ice budget, including Department over-time, contracted plowing, contracted snow removal, equipment maintenance, repairs, fuel, salt, sand is \$281,630. This is approximately the annual average cost for winter operations. Additionally, a snow and ice reserve fund has been established to retain unexpended funds during light snow seasons for use during heavy winter seasons. This budget is tight, and changes in operations will impact it. For example, a night of snow removal operations on Water or Lincoln Street costs approximately \$12,000 due to the rental of 10-wheeler trucks to haul the snow and the heavy use of overtime. This budget anticipates 2 snow removal operations; more than that would push the budget up.

With the exception of arterial roadways, many of the streets in Exeter are narrow, including the historical downtown area and residential areas. The Department conducted a review of existing roads and evaluated them for the ability to accommodate on-street parking with safe passage of a 6-wheel dump truck with plow, wing and salt/sand spreader. Some streets may be able to accommodate parking on one side, however, many cannot accommodate parking at all. This evaluation was conducted in the spring, without snow banks encroaching on the travelled way.

The majority of Department responses and actions during the winter are not specifically due to snow emergencies. The majority are applying salt and/or sand for traction, de-icing, and anti-icing which may be associated with a storm, melting or refreezing conditions. There are many winter night operations that the general public and motoring public are not aware of. It would not be reasonable to expect vehicle owners to anticipate these events and the need for a parking ban during a non-snow event. With Exeter's location in the greater seacoast area, many storms are a rain/snow mix and difficult to predict. One inch of rain can equate to up to 10 inches of snow, so a missed prediction significantly impacts operations.

It is difficult to do a good job of snow and ice control in areas where on-street parking is allowed. The Pleasant Street area is an example of this, where it is not possible to clear the entire roadway where cars have been parked during storms. Sometimes it is many days after even a small storm before crews can get to the area for final cleanup.

Many municipalities in New Hampshire use winter parking bans to allow efficient snow operations, including Durham, Dover, Hampton, Lebanon, Nashua, Newmarket, North Hampton, Stratham, and Rye.

A change from a seasonal winter parking ban to a storm specific declared parking ban will result in higher costs due to additional snow removal operations, man-hours and damages. It will also negatively affect safety, resulting in additional slipping hazards and delayed response time by emergency services due to decreased access.



EXETER POLICE DEPARTMENT



Memorandum

August 7, 2017

TO: Exeter Board of Selectmen
Russell Dean, Town Manager

FROM: Chief William Shupe

RE: Winter parking Ban

The role of the Police Department is to enforce the Winter Parking Ban so that our Highway Department can expeditiously remove snow from Exeter's streets. This is done to ensure safe travel after a storm for commuters, school busses, emergency services, businesses owners and all other residents.

Exeter's long standing Winter Parking Ban ordinance goes into effect each for all public streets on December 1 through March 15th from the hours of midnight to 6 AM. In researching other Towns and cities, some being bordering towns to Exeter, Exeter's Ban is shorter than most as follows:

Exeter	Dec 1st to March 15th
Hampton	Nov. 15 th to March 15 th
N. Hampton	Nov. 15 th to March 15 th
Newmarket	Nov. 15 th to April 1 st
Stratham	Nov. 1 st to April 30 th
Rye	Nov. 1 st to April 1 st
Durham	Nov. 1 st to April 1 st
Dover	Dec. 1 st to April 1 st
Nashua	City wide year round ban
Lebanon	Dec 1 st to April 1 st

The vast majority of towns and cities in the State of NH put a winter parking ban into effect because it works and is consistent.

The Exeter Police Department, traditionally, issues bright orange Winter Ban "Warnings" during the week leading up to the start of Winter Ban and also during

the first week of the ban. These are left on the windshields of vehicles left on town roads as a kind reminder of the Winter Ban regulations.

Over the last two winter seasons, an average of 432 Winter Ban parking tickets have been issued town wide. During this last winter season, with two “Snow Emergencies” being declared, only two vehicles were towed. One vehicle was towed from Front Street and the other from Elliot Street.

The men and woman of the Exeter Police Department, unlike larger Police Departments, routinely go out of their way to see that vehicles are not towed. The officer will perform a check of the registration to learn the name and address of the registered owner. If it’s a local vehicle, that officer will knock at the residence and ask for the car to be moved. If no one answers the door, a request through Dispatch will be made for a phone number and we will call the residence. If the vehicle is registered to an out of town address, the officer will request Dispatch research a phone number (usually through in-house records) and a call will be made asking for the vehicle to be moved.

During one of last winter’s Declared Snow Emergencies, a patrol Sergeant located a vehicle parked by the bandstand during the early morning hours. Contact could not be made by running a check of the registration. The sergeant noted in his police report that he sat next to this vehicle for 45 minutes with his blue lights activated in hopes the owner of the vehicle would see the lights and come out and move it. This did not occur and this became one of the two vehicles towed.

In Exeter, Snow Emergency Parking Bans may be instituted by the Public Works Director with the concurrence of the Police Chief in the event of a predicted or ongoing severe winter storm. Exeter currently uses multiple outlets and social media forms to notify the public of Emergency Parking bans. These include:

1. Town Office
2. Channel 22 & Town Website and Facebook
3. Police Department (Website and Facebook)
4. WMUR Channel 9 news
5. Fosters Daily Democrat
6. Exeter Newsletter
7. WOKQ
8. Chamber of Commerce
9. PEA
10. Union Leader

Also in 2016, we began using our Code Red system which reaches approximately 8,000 residents with calls to homes, cell phones, texts and emails.

Even in these times with all of the above listed resources of notification, people will be missed. People live very busy lives and for many different reasons, and will miss the notification which will result in their vehicle being towed if left on the street.

Although the City of Manchester is much larger than Exeter in both area and population, they average between 150 and 200 vehicles being towed per snow emergency. The same will occur in Exeter, just on a smaller scale. However, it will certainly not be as low as two.

List for Selectmen's meeting August 7, 2017

Land Use Change Tax

Map/Lot	Location	Amount
53/3	374 Water Street	\$2,500.00

Jeopardy Tax

Map/Lot	Location	Amount
104/79/112	112 Robinhood Ext	45.92



Application for Use of Town Facility

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

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

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

Signboard Request: Poster Board Week: 8-7 to 8-13 Plywood Board Week: N/A

Representative:

Name: Cathy Lewis Address: 76 Main Street

Town/State/Zip: Amesbury, MA 01913 Phone: 978-388-0400

Email: mcinnisauctions@yahoo.com

Organization:

Name: John McInnis Auctioneers Address: 76 Main Street

Town/State/Zip: Amesbury, MA 01913 Phone: 978-388-0400

Reservation Details:

Type of Event/Meeting: Estate Auction Date: Aug 26

Times of Event: 8:00 am - 10:00 p.m. Times needed for set-up/clean-up: Aug 24/25

of tables: To Advise # of chairs: To Advise Will food/beverages be served? Yes No

Tech/ AV Services Needed: Yes No Details: We may need cable cord for credit card machine

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: Cathy Lewis Date: 7-20-17

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

Office Use Only:

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/20/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Tobey & Merrill Insurance 20 High Street Hampton NH 03842-2214	CONTACT NAME: Edward Jackson PHONE (A/C, No, Ext): (603) 926-7655 FAX (A/C, No): (603) 926-2135 E-MAIL ADDRESS: edward@tobeymerrill.com																					
INSURED John P Mcinnis Auctioneer 76 Main Street Amesbury MA 01913	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A</td> <td>Peerless Insurance Company</td> <td style="text-align: center;">24198</td> </tr> <tr> <td>INSURER B</td> <td>Hartford Casualty</td> <td style="text-align: center;">29424</td> </tr> <tr> <td>INSURER C</td> <td>Liberty Mutual Insurance Company</td> <td style="text-align: center;">23035</td> </tr> <tr> <td>INSURER D</td> <td></td> <td></td> </tr> <tr> <td>INSURER E</td> <td></td> <td></td> </tr> <tr> <td>INSURER F</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A	Peerless Insurance Company	24198	INSURER B	Hartford Casualty	29424	INSURER C	Liberty Mutual Insurance Company	23035	INSURER D			INSURER E			INSURER F		
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INSURER D																						
INSURER E																						
INSURER F																						

COVERAGES **CERTIFICATE NUMBER: CL1722304772** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS												
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		BOP9590307	3/11/2017	3/11/2018	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000												
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			04WECLY7323	09/23/2016	09/23/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ MEDICAL PAYMENTS \$ 1,000												
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$												
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	04WECHJ8588	3/29/2017	3/29/2018	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">PER STATUTE</td> <td style="width: 5%;">OTH-ER</td> <td style="width: 10%;"></td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td></td> <td style="text-align: right;">\$ 100,000</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td></td> <td style="text-align: right;">\$ 100,000</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td></td> <td style="text-align: right;">\$ 500,000</td> </tr> </table>	PER STATUTE	OTH-ER		E.L. EACH ACCIDENT		\$ 100,000	E.L. DISEASE - EA EMPLOYEE		\$ 100,000	E.L. DISEASE - POLICY LIMIT		\$ 500,000
PER STATUTE	OTH-ER																		
E.L. EACH ACCIDENT		\$ 100,000																	
E.L. DISEASE - EA EMPLOYEE		\$ 100,000																	
E.L. DISEASE - POLICY LIMIT		\$ 500,000																	
C	Antiques Dealer Form			IM9289544	12/21/2016	12/21/2017	BLANKET FINE ARTS \$ 1,500,000 BLANKET - TRANSIT \$ 500,000												

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Re: Auction to be held at the Town Hall in Exeter, NH on August 24, 25 and 26, 2017

CERTIFICATE HOLDER


CANCELLATION

Town of Exeter 10 Front Street Exeter, NH 03833	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Dean Merrill CIC/EJJ
---	---

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Memo

To: Russell Dean, Town Manager
From: Justin Pizon, Assistant Fire Chief
cc:
Date: 8/4/2017
Re: Voluntary Address Changes - Gilman Lane



Please find the attached request for voluntary address changes that affect multiple properties on Gilman Lane. These changes coincide with best practice recommendations from E-911. You will notice 8 Gilman Lane is owned by Unitil. As the address changes were submitted by PEA on a single sheet, I have included both signed voluntary address change forms for Until and Phillips Academy.

By unanimous vote, the committee recommends these changes as presented. Where this is an address change, per ordinance, the BOS are required to adopt these recommendations. Further, where this is a voluntary change, no public hearing is required. (Chapter 14, 1401.3 section G).

Once the BOS has acted, I will make the necessary notifications if appropriate to local, state and federal agencies regarding the address changes.

Thank you very much for your time.

Phillips Exeter Academy
 Application for Voluntary Change of Address
 Attachment- reference current and proposed addresses
 February 2, 2017

Current Exeter Tax Map Addresses	Tax Map/Lot	Current PEA Address Listings	Proposed E-911 Address Changes
27 Gilman Lane-	72-61	27 High St – Harriet Tilton house	7 Gilman Ln
29 Gilman Lane	71-119	31 High St – Gardiner Gilman house	8 Gilman Ln
31 Gilman Lane	71-118	29 High St – Stuckey house	10 Gilman Ln
31 Gilman Lane	71-119	23A High St – Grainger Observatory	14 Gilman Ln
11 Gilman Lane	71-119	23B High St – Phelps stadium	56 Gilman Ln
Unknown (owned by others) Unit 1	71-119	8 Gilman Ln – Power substation	33 Gilman Ln

DATE February 17 2017

RECEIVED

MAP 71 LOT 118

MAP 71 LOT 119

MAP 72 LOT 61

FEB 21 2017

TOWN OF EXETER NH

EXETER PLANNING OFFICE

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: Phillips Exeter Academy

MAILING ADDRESS 20 Main St., Exeter, NH 03833

LOCATION OF PROPERTY: Multiple buildings on Gilman Lane

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: (see attached) *(back page)*

TO: (see attached) *(back page)* FOR EMERGENCY RESPONDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s): *Robert F. Wakeman*
ROBERT F. WAKEMAN CHIEF OF PLANNING + FACILITIES
PHILLIPS EXETER ACADEMY

Board of Selectmen: Approval Rejected

Explanation: _____

BOARD OF SELECTMEN

CHAIRMAN

Date signed: _____

DATE July 14, 2017

MAP 72 LOT 88

TOWN OF EXETER NH

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS


NAME OF OWNER: Unitil Energy Systems, Inc.

MAILING ADDRESS 114 Drinkwater Road, Kensington, NH 03833

LOCATION OF PROPERTY: 8 Gilman Lane, Exeter, NH

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: 8 Gilman Lane, Exeter, NH

TO: 33 Gilman Lane, Exeter, NH FOR EMERGENCY RESPONDERS TO
EASILY LOCATE THE PROPERTY.

Signature of property owner(s): 

Board of Selectmen: Approval Rejected


Explanation: _____

BOARD OF SELECTMEN

CHAIRMAN

Date signed: _____

Memo

To: Russell Dean, Town Manager
From: Assistant Fire Chief, Justin Pizon 
cc:
Date: 8/4/2017
Re: Voluntary Address Changes - Kossuth Street

Please find the attached application for a voluntary change of address for the property located at 12 & 15 Kossuth Street. Currently this a single family residence with 2 units, known as both 12 and 15 Kossuth Street. With the recommendations from the Department of Safety, the new address will be 12 Kossuth Street, Unit A and Unit B. 15 Kossuth Street will be eliminated. This conforms to the state guidelines for best practices in addressing structures.

By unanimous vote, the committee recommends these changes as presented. Where this is an address change, per ordinance, the BOS are required to adopt these recommendations. Further, where this is a voluntary change, no public hearing is required. (Chapter 14, 1401.3 section G).

Once the BOS has acted, I will make the necessary notifications if appropriate to local, state and federal agencies regarding the address changes.

Thank you very much for your time.

DATE 7/21/17

MAP 73 LOT 200

TOWN OF EXETER NH

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: 141-143 Front St LLC
MAILING ADDRESS: PO Box 32 Exeter NH 03833
LOCATION OF PROPERTY: 36 Kessuth St. / 12 Kessuth St, Exeter, NH.

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: 1036
TO: #12 Kessuth St. FOR EMERGENCY RESPONDERS TO EASILY LOCATE
THE PROPERTY. UNIT A, UNIT B.

Signature of property owner(s): 

Board of Selectmen: Approval Rejected
Explanation: _____

BOARD OF SELECTMEN

CHAIRMAN

Date signed: _____

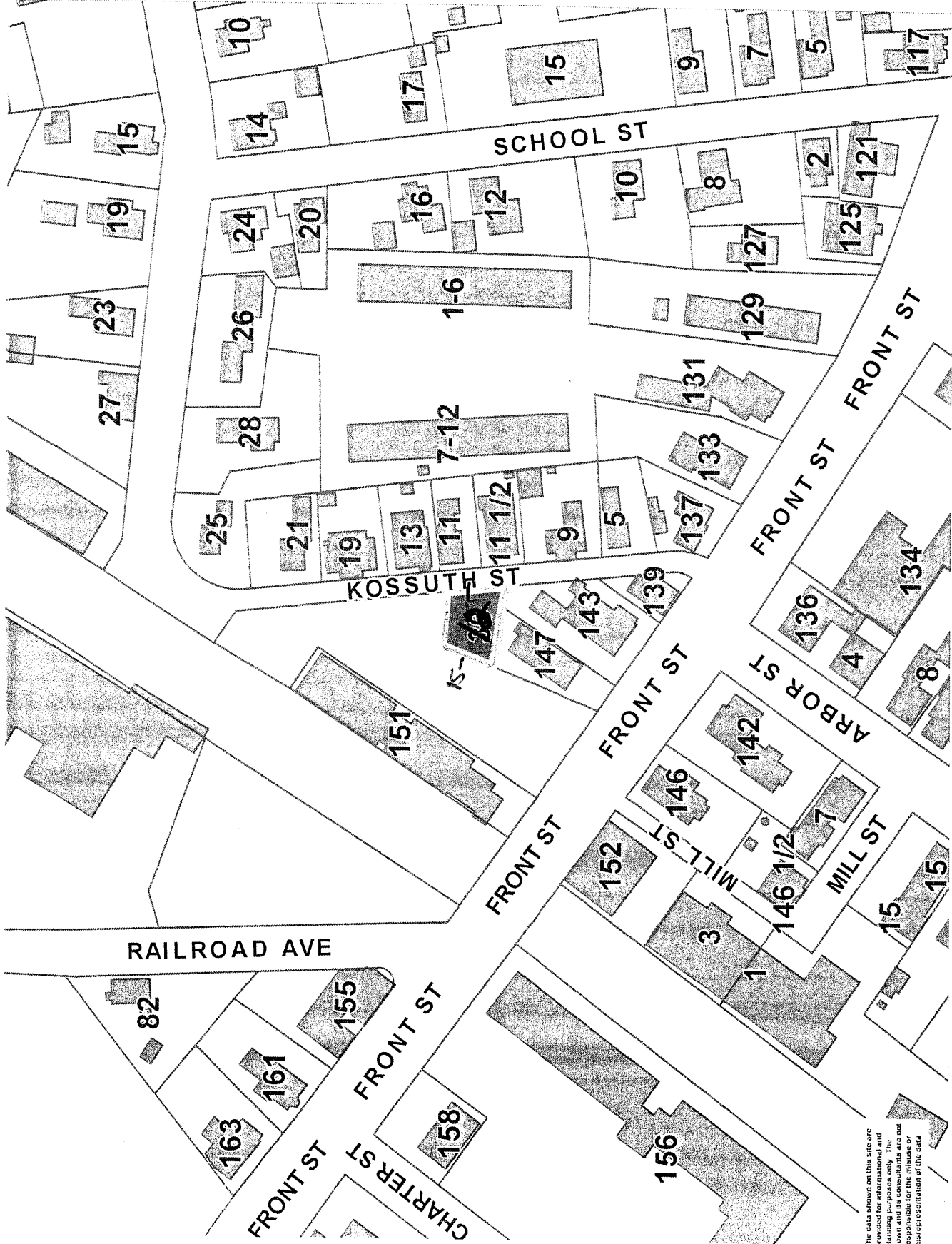


Parcels

- NH Highways
- Interstate
- State Highway
- State Highway
- Town Boundary
- Abutting Towns

Streets (Updated September

- Misc Streams
- Parcel Streams
- Open Water
- Buildings



The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.

Printed on 07/20/2017 at 11:37 AM

150 300 ft

Exeter Farms Homeowners' Association, Corporation

July 22, 2017

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

Dear Mr. Dean:

SUBJECT: EXETER FARMS HOMEOWNERS' ASSOCIATION, BOARD OF DIRECTORS & OFFICERS

This letter is to inform the Town of Exeter of the recent changes to the Exeter Farms Homeowners' Association (EFHA) Board of Directors and Officers. BOD members and Officers will serve through April 2018.


The following homeowners have volunteered to represent the Exeter Farms Subdivision.

EFHA BOARD OF DIRECTORS 2017-2018

Jeffrey D'Angelo, President
Ann Murphy, Vice President
Susan Stagnone, Secretary
Joan Bilharz, Treasurer
Vacant, Director

The EFHA requests that distribution of this letter be made to appropriate town officials in order that any business regarding the Exeter Farms Subdivision may be addressed with the new directors.

Sincerely,



Jeffrey D'Angelo, President
Exeter Farms Homeowners' Association

Town Manager's Office

JUL 26 2017

Received



New Hampshire
State Council on the Arts

Town Manager's Office

AUG - 3 2017

Received

July 31, 2017

Exeter Arts Committee/Town of Exeter
10 Front St
Exeter, NH 03833

Dear Friends,

As a recipient of a Governor's Arts Award, you well know that the arts are crucial not only to our economy but to our communities and the quality of life we so enjoy. Only through various forms of support and recognition can the arts remain strong and vital. As part of that support, since 1980 the Governor and the New Hampshire State Council on the Arts have honored exceptional individuals, organizations and communities for contributions to the cultural life of our state with the Governor's Arts Awards. I am delighted to invite you to this year's Awards Ceremony, Wednesday, November 1, from 5 to 7:30 pm, at the New Hampshire Institute of Art in Manchester.

Through these Awards, the State Arts Council seeks to convey that when the arts thrive in New Hampshire, our economy and sense of community also flourish. Award recipients such as yourself are chosen for the positive impact of their work in their community and the state. Nominations are reviewed by a committee of Councilors and others. If you would like to make a nomination, please visit nh.gov/nharts.

This event is made possible entirely through private donations. Because you have such an important connection to these Awards, you may wish to add your contribution, at whatever level you choose, to help defray the expenses associated with the event. Of course, you will receive the appropriate credit and acknowledgment for your support.

The Governor, Executive Council, State Legislature, and leaders in the arts and business communities will be invited to attend and celebrate the accomplishments and contributions of New Hampshire's arts leaders. We hope you will be able to join us on November 1.

Funds for the Governor's Arts Awards are managed through the Park Street Foundation, a nonprofit 501(c)(3) organization. If you would like to make a contribution, send your check, payable to *Park Street Foundation*, to:

The New Hampshire State Council on the Arts
Attention: 2017 Governor's Arts Awards
19 Pillsbury Street, First Floor
Concord, NH 03301

We thank you for your important contributions to the arts in New Hampshire.

Sincerely,

Chair, New Hampshire State Council on the Arts

And hope you will support
this important event!
Sara Germain
Councilor



Governor's Arts Awards

Date: Wednesday, November 1, 2017 from 5:00pm-7:30pm

Location:

New Hampshire Institute of Art, French Building
148 Concord Street Manchester, NH

Award Categories:

- Arts Education
- Arts in Health
- Creative Communities
- Distinguished Arts Leadership
- Folk Heritage
- Lotte Jacobi Living Treasure

Approximate Number of Attendees: 150 people

Sponsor Benefits

Presenting Sponsor \$5,000 (Exclusive – one company)

- Naming Rights: The Governor's Arts Awards presented by the the New Hampshire State Council on the Arts and "YOUR COMPANY NAME"
- Company Name, LOGO, URL in all advertising and promotion including online, print, including Event Program
- LOGO/Company Name presented on the stage screen for the entire evening
- LOGO/Company Name on Palace Theatre ticket sales webpage with link to your website (Note: your logo will be the prominent sponsor logo placed above/bigger than other sponsor logos)
- Company LOGO placed in creative way(s) throughout venue to include on the bar, pub tables, entrance and other locations
- Verbal mention during Welcoming Remarks from evening MC
- Company LOGO on Welcome/Thank you Poster
- Numerous postings with logo/link to website on NH Arts Council Facebook page
- 10 Tickets to Governor's Arts Awards Event
- Company Name listed on all press releases

Major Sponsor \$3,000 (Exclusive to two companies)

- Company Name, LOGO, URL in all advertising and promotion including online, print, and Event Program
- LOGO/Company Name presented on stage screen during networking hour 5:00-6:00pm
- LOGO/Company Name on Palace Theatre ticket sales webpage with link to your website
- Company logo placed on cocktail napkins used throughout evening, bar, appetizers etc.
- Verbal mention during Welcoming Remarks from evening MC
- Company LOGO on Welcome/Thank you Poster
- Numerous postings with logo/link to website on NH Arts Council Facebook page
- 6 Tickets to Governor's Arts Awards Event
- Company Name listed on all press releases

Participating Sponsor \$1,000 (Unlimited)

- Company Name, LOGO, URL in all advertising and promotion including online, print,
- LOGO/Company Name presented on stage screen during networking hour 5:00-6:00pm
- LOGO/Company Name on Palace Theatre ticket sales webpage with link to your website
- Verbal mention during Welcoming Remarks from evening MC
- Company LOGO on Welcome/Thank you Poster
- Numerous postings with logo/link to website on NH Arts Council Facebook page
- 4 Tickets to Governor's Arts Awards Event
- Company Name listed on all press releases

Contributing Sponsor \$500 (Unlimited)

- Company Name, LOGO, URL in all advertising and promotion including online, print,
- LOGO/Company Name presented on stage screen during networking hour 5:00-6:00pm
- 2 Tickets to Governor's Arts Awards Event

Supporting Sponsor \$250

- Company name or logo displayed online and in Governor's Arts Awards Event Program

Council Friend Sponsor \$100 (Individuals Only)

- Name displayed online

Gifts should be made payable to the Park Street Foundation, the 501(c)(3) nonprofit organization serving as the fiscal agent (EIN: 03-0415609), and mailed to:

New Hampshire State Council on the Arts, Governor's Arts Awards
19 Pillsbury Street, Concord, NH 03301

Your support of the New Hampshire State Council on the Arts is deeply appreciated. Thank you.