

Exeter Board of Selectmen Meeting
Monday, January 8th, 2018, 6:50 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Board Interviews – Planning Board
3. Public Comment
4. Minutes & Proclamations
 - a. Proclamations/Recognitions
5. Approval of Minutes
 - a. December 18th, 2017
 - b. December 28th, 2017
6. Appointments
7. Discussion/Action Items
 - a. Epping Road TIF District Proposed Amendment
 - b. Epping Road TIF Developer Agreement
 - c. 79-E Application: 163 Water Street, Unit C-1
 - d. FY18 Budget & Warrant Articles
8. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Selectboard Committee Reports
 - e. Correspondence
9. Review Board Calendar
10. Non-Public Session
11. Adjournment

Don Clement, Chairman
Exeter Selectboard

Posted: 1/5/18 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

1/08/18
6:50



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

Statement of Interest Boards and Committee Membership

Committee Selection: Planning Board

New Re-Appointment Regular Alternate

Name: David McGilvary Email: DJMcGilvary@gmail.com

Address: 76 hilton ave Phone: 603 957 2015

Registered Voter: Yes No

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

I was on the planning board for my old home town of North Hampton NH. I left because i became to busy with work. I joined because i wanted to do something good for my town.
I moved here about 4 months ago. I work in banking as a Financial banker. I love meeting new people and helping others so working for the town is one way i know how. Being a alternate is great for what i am looking for also. If any questions please let me know.

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

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

After submitting this application for appointment to the Town Manager:

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

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

Signature:

Date: 12/13/17

Board of Selectmen

12/18/17

Draft Minutes

1. Call Meeting to Order

Present are Dan Chartrand, Anne Surman, Don Clement, Kathy Corson, and Russ Dean. Julie Gilman is absent from tonight's meeting. Chairman Clement called the meeting to order at 6:00pm in the Nowak Room of the town office building.

2. Bid Awards – Water/Sewer Chemicals

Bid Item 1: Sodium Hypochlorite is recommended to Harcros Chemicals for \$35,978.

Bid Item 2: Activated Carbon is recommended to Thatcher Chemical for \$4,512.

Bid Item 3: Potassium Permanganate is recommended to Shannon Chemical for \$6,692.40.

Bid Item 4: Sodium Hydroxide is recommended to Borden and Remington for \$17,440.50.

Bid Item 5: Liquid Sodium Bisulfate is recommended to PVS Chemical Solutions for \$10,500.

MOTION: Selectman Chartrand moved to accept the recommendations and to approve the bid amounts. Selectwoman Surman seconded the motion, and it passed unanimously.

3. Public Comment

Paul Royal spoke about the proposed parks and recreation expansion project, and that they are currently seeking naming rights for it. He thinks that the town should consider professional marketing services for this purpose because the project is so high-profile. He also commended the police department for their work and the positive interactions that they have with the people in town.

Selectwoman Surman said that next week, Swasey Parkway will be closed for one day and then it will be closing in the near future for the remainder of the winter. She clarified that the park will be open and only the roadway will be closed to vehicles.

4. Minutes & Proclamations

a. Proclamations/Recognitions

There were none during this meeting.

5. Approval of Minutes

a. November 27th, 2017

When the crossing guard was mentioned, it was clarified that the guard is on Front Street. And on page four, the word "taxpayers" needed to be changed to "ratepayers".

MOTION: Selectman Chartrand moved to approve the minutes from 11/27/17 as amended. Selectwoman Surman seconded the motion, and it passed unanimously.

b. December 4th, 2017

Selectwoman Surman clarified that on page three, she was looking for a narrative from the BRC to justify their recommendations. And on page seven, the "Penacook Waterworks" should actually be "Pennichuck Waterworks".

MOTION: Selectman Chartrand moved to approve the minutes from 12/4/17 as amended. Selectwoman Surman seconded the motion, and it passed unanimously.

6. Appointments – Arts Committee

MOTION: Selectwoman Surman moved to approve Dean Scott to the arts committee, term to expire on 4/30/20. Selectman Chartrand seconded the motion, and it passed unanimously.

7. Discussion/Action Items

a. Third Reading: Court Street Parking Ordinance Amendment

MOTION: Selectwoman Corson moved to open the public hearing on the Court Street parking ordinance amendment. Selectwoman Surman seconded the motion, and it passed unanimously.

Chairman Clement said that he received an email from Jill Mayo expressing support for the parking restrictions. Selectwoman Corson read the proposed amendment, which would amend chapter 1 of the town ordinances. It would prohibit parking on the southeast side of Court Street from Elm Street to Elliot Street, and on the northeast side for 300 feet from Elm Street to Elliot Street. Chief Shupe said that temporary no parking signs would go into place on 12/19/17, and afterwards they will put permanent signs into place.

MOTION: Selectman Chartrand moved to close the public hearing. Selectwoman Surman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to adopt the new parking regulations. Selectwoman Surman seconded the motion, and it passed unanimously.

b. FY18 Water/Sewer Rates Hearing

Selectwoman Corson asked what the average user uses annually. Bob Kelly said that most families use 10,000 gallons. The average usage overall has gone down by over 20,000,000 gallons per year, which causes a loss of revenue. They are trying to ease into the cost of the wastewater treatment plant by increasing sewer rates. He said that there was a rate consultant in the 1990's that put together a model, and that a new model was finalized with a consultant in 2016. They are on schedule with the model.

Chairman Clement was concerned about when the new rates would go into effect, because he wanted to avoid any retroactive billing. Selectman Chartrand talked about the reserve fund, and said that he thought a delay would make that worse so he believes they should go along with the January timing. Selectwoman Surman wanted to make sure people have enough notice that their bills are increasing. Mr. Kelly said that he did not think the rate increases would catch anyone by surprise, and that they are done at this time of the year to gain as much information as possible.

MOTION: Selectman Chartrand moved to open the public hearing on the water/sewer rates. Selectwoman Surman seconded the motion, and it passed unanimously.

Mr. Royal said that he thought that January 1st was fine for the new rates to be implemented, because he thought that the public was given proper notice.

MOTION: Selectman Chartrand moved to close the public hearing on the water/sewer rates. Selectwoman Surman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the recommendations by the water and sewer committee for meters read and bills issued from January 1st, 2018 forward. This would include a \$40.50 service charge for water, a tier 1 \$8.12 charge for water, a tier 2 \$10.16 charge for water, and a tier 3 \$12.19 charge. Chairman Clement seconded the motion.

MOTION: Selectwoman Surman moved to amend Selectman Chartrand's motion to approve the recommendations as read, except to change the date of meters read and bills issued from March 1st, 2018 forward. Selectwoman Corson seconded the motion. The motion to amend passed 3-1-0, with Selectman Chartrand voting nay.

MOTION: Selectwoman Surman moved to approve the recommendations by the water and sewer committee for meters read and bills issued from March 1st, 2018 forward. This would include a \$40.50 service charge for water, a tier 1 \$8.12 charge for water, a tier 2 \$10.16 charge for water, and a tier 3 \$12.19 charge. Selectwoman Corson seconded the motion, and it passed unanimously.

MOTION: Selectwoman Surman moved to approve the recommendations by the water and sewer committee for meters read and bills issued from March 1st, 2018 forward. This would include a \$40.00 service charge for sewer, a tier 1 \$7.30 charge for sewer, a tier 2 \$9.13 charge for sewer, and a tier 3 \$10.95 charge for sewer, and the flat sewer fee of \$118.84 per bedroom. Selectwoman Corson seconded the motion, and it passed unanimously.

Mr. Kelly pointed out that by starting the billing on March 1st, one district would be billed under the higher rates and two wouldn't. He suggested making the new date April 1st instead. Mr. Bob Eastman said that meters are read on the 20th of every month.

c. FY18 Budget & Warrant Articles

Chairman Clement said that the public hearing will occur on 1/16/18. There are 4 bonds to go on the warrant, then they will talk about the budget itself followed by the warrant articles. Selectman Chartrand was concerned that the next meeting on 1/8/18 will be past the due date for any citizens petition, which could be important for the proposed recreation and library projects. He suggested the board indicate if these projects will show up on the warrant or not, but the other members of the board didn't want to until they had heard from the departments on the projects.

Mike Dawley spoke and said that he thought that having a citizen's petition for a bond of such a high amount would not be good. Mr. Royal agreed with this, and felt that citizen's petitions should not be used for large amounts in general. Chairman Clement said that the board needs a chance to ask questions and get information, and so that the public can provide input. Mr. Royal suggested having a citizen's petition in advance.

Parks and Recreation Expansion:

Selectwoman Corson said that the planning board recommended further exploration of the expansion. She asked if the traffic pattern was final. Greg Bisson, from the recreation department, said that they were planning on changing it to a circular pattern which would be safer, relocating the driveway, and using angled parking. He said that despite these changes, paving would be the only additional cost. Selectwoman Corson was also concerned about the nearby properties and how it would affect them, and specifically mentioned the lighting around the baseball field.

Mr. Bisson talked about the pool deck being expanded to the left of the pool, creating 18 feet of usable space. He also clarified that the softball fields will not be lit, but the upper fields will be. Selectwoman Surman asked if the site work includes the area behind the tennis courts. Mr. Bisson said that the majority of the site work will be for the fill in front of the property. The land has very little slope going towards 101. A foundation was suggested instead of a slab, so they could expand in the future. Selectwoman Surman also mentioned sponsorships and suggested that they explore that option more. Mr. Bisson said that they are looking for something with a lasting impression.

Selectwoman Surman suggested that they update Planet Playground first. Mr. Bisson said that they have to consider access to where they put it. They are also looking to implement more technology. They want to find a spot for the summer camp as well, because about 75-100 kids are left out of the programs because there is not currently enough space. Selectman Chartrand agreed that the camp was the most important issue, and said that due to rising interest rates he believes the time to borrow is now.

Mr. Bisson said that there will be a new diagram for the project. There will not be any maintenance personnel increase, and any program added will be paid for by the program itself. They are looking to expand the number of participants in their programs. It would allow the department to rely less on the schools for space, and also they would not have to rent gym space. Chairman Clement asked for a schematic of the two buildings. Mr. Dean said that the bonds are estimated on a 10 and 15 year basis, and they would go through the process before bonding depending on which projects are approved.

Steve Singlar, the president of Exeter junior softball, said that they want to expand the opportunity for kids to participate while keeping costs low. He said they rely on the recreation department for support, and that they need more field access. Mr. Dawley asked about the bond amount. Mr. Dean said that the amount is \$7,100,520. He said there are offsets to the project. Mr. Dawley said that the thought that some revenue offsets are iffy, and that he didn't think the town should go forward with four large bonds. He asked if the current recreation department center would be considered surplus if the project passed. He said that the board needed to be thorough in monitoring construction. Chairman Clement said that the bond has to raise and appropriate the total amount of the project. Selectman Chartrand suggested that the town manager look more at the fund and the bond issue.

Library Renovation Project:

Chairman Clement was concerned about the safety of the river walk. Hope Godino, a library trustee, said that a barricade would be included to prevent people from falling. Selectwoman Surman

asked if the library was preparing for a future where libraries may be less popular. Ms. Godino said that they are trying to accommodate all ages and are focusing on expanding services past books, including study rooms and computer access. She also said that the library is one place where low-income families can spend the whole day. Many of the programs are free, including computer access. The library is open 62.5 hours per week.

Chairman Clement asked if they will be insulating the entire building. Ms. Godino said that they would be, and that more windows will be added as well. He also asked about the decks. Ms. Godino said that they will have covers on them so people can go on them during three seasons. Selectwoman Corson asked if the design is final. Ms. Godino said that they would not go over the budgeted amount. She also added that the library has over 9,000 cardholders. Chairman Clement asked if some of the costs include adding additional furnishings. Ms. Godino said that they'd have to calculate those costs, but they do have some stock in storage to use and will be adding some computers which is factored into the equipment cost.

Nicholas Gray, a member of the budget recommendations committee, expressed his support for both projects but said that he didn't vote for both of them because he did not want to suddenly increase the property tax rate, especially for seniors and the younger population. By doing both projects, the debt service and taxes would increase. He thinks we should stagger the projects and postpone the library renovation for another time. He said that every 1% increase in interest rates would increase the debt service by \$60,000 annually. Niko Papakonstantis, the chair of the budget recommendation committee, emphasized that the board should consider the recommendations of the committee and that it was important for the voters and taxpayers to weigh in.

Groundwater/Surface water Review:

This project would be paid for by the water ratepayers, and includes \$600,000 for the groundwater review and \$200,000 for the surface water review. After discussion with public works, they have changed it into a request for \$600,000 total. Selectman Chartrand said that he felt it was important to find more groundwater sources, because surface water costs are going up. Chairman Clement asked the money was the first step to bringing in groundwater resources. Matt Berube said that the money will start the process of looking into more groundwater supplies. It will be a 3-4 year process for permitting. They will also be looking into improving their wells. He said a good minimum for wells is about 200-250 gallons per minute, and the stadium well is operating at this but used to get about 500 gallons per minute. He said that water is getting more difficult to treat because the surface water quality has changed due to silt after rain events.

Washington Street Work:

This project includes the replacement of 965 feet of asbestos cement pipe, and 900 feet of cast iron pipe. The anticipated cost would be \$665,000, it would be a 5-7 year borrowing. Paul Vlasich, the town engineer, said that the consultant looked at other infrastructure in the street. The sewer and drain lines are in good condition. It will likely go out to bid before next spring. The construction would happen in 2018, and would continue for about 3 ½ months.

FY18 Budget Review:

General Fund:

Chairman Clement talked about the sign for the town office, which was never replaced. He wanted to refurbish the old sign and use it, like the Chamber of Commerce did with theirs. Selectwoman Surman brought up contract services, which had a significant increase. Mr. Dean said it is coverage for vacation and other temporary leave. The amount of time people fill-in ranges from a few days to a week.

Chairman Clement talked about the MyCivic app. Bob Glowacky, of IT services, said the app is called MyCity and showed the board a short video explaining how it works. It allows people to report issues in the town using their smartphones. The cost would be \$7,500 for the first year, and would then be \$6,000 annually. The app could be canceled at any time without a fee, so they could test the app for a year. Now, people call in problems and get misdirected a lot and it can be difficult to figure out which department they need to be forwarded to. It could also be useful for the conservation commission to report problems on trails. Selectwoman Corson said she was worried that too many people would report on the same issue and they would receive too many reports.

Finance Department:

Selectwoman Surman asked about the increase in contract services. Doreen Chester said that they will need to do a triennial report in 2018. Chairman Clement asked about the software agreement. Ms. Chester said that they implemented the MUNIS software. The old software was cheaper, but it was not as advanced and had a lot of bugs. Chairman Clement asked if MUNIS charged for training. Ms. Chester said that they offered a lot of different trainings, and that she encourages her staff to take those. The advanced trainings cost money.

Planning Department:

Chairman Clement said that he didn't see a need for the capital outlay cost for the pocket park, and that maybe it would be a better use to spend the money on the bump outs. Dave Sharples, the town planner, said that the spaces could be more user-friendly and he wanted to see a design based around pedestrian use. He also talked about the cemetery improvement. The town matched an LCHIP grant, and were able to reset 60-70 markers in the Winter Street Cemetery. They also fixed broken stones from tree limbs falling. They got quotes from tree removal companies to take down some of the trees in the area, the best quote was \$25,000. Chairman Clement proposed adding an additional \$5,000 for maintenance of the cemeteries.

Economic Development:

Chairman Clement said that the budget includes \$2,000 for an intern, and \$1,900 for the recording secretary. He suggested reducing the total amount of that line item to about \$3,000, because they do not meet that frequently so the recording secretary does not need a high budget.

MOTION: Chairman Clement moved to adjust the line item 1200 to \$3,000. Selectman Chartrand seconded the motion, and it passed unanimously.

Police Department:

Selectwoman Surman asked for an explanation of the radar speed trailer. Chief Shupe said it was initially not in the budget, because he wanted the tasers since they were considered more important. The current speed trailer is 15 years old, and could use an upgrade. The new speed trailer would have radar and also a message board. Chairman Clement suggested using several smaller units to scatter around town, instead of one larger one for the same cost of \$17,000, but said that the signboard is probably more useful.

Fire Department:

Chairman Clement said that there was no staffing increase last year. This year, he suggested adding two firefighters/EMTs that will work Monday through Friday which would add about \$122,000 to the fire suppression wages and benefits. This would give better coverage for the department and help with overtime. Selectman Chartrand said that they didn't have the ability to specify shifts on a long-term basis. Chief Wilking said that anything that deviates from the contract would require an agreement between the bargaining unit and the town. He said that additional staffing will be required eventually.

Selectman Chartrand said that a public safety study could provide necessary information about the allocation of resources. Chairman Clement said that they cannot wait for a study while they have a current staffing problem. Judy Rowan, of the budget recommendations committee, pointed out that not all fire calls are equal and that structural fires have decreased. She believes that there is no issue with the current staffing of the department.

Chief Wilking said that they need more data from Exeter specifically. He said that the department responds to all calls as they come in, and that they respond to life-threatening situations first, but that they need more staff to respond to calls efficiently. Selectwoman Surman thought that they have all the data they need, and that people would be more attracted to Exeter with additional safety. Selectman Chartrand asked about lift-assist calls, and if they are generally to private homes. Chief Wilking said that they are.

Selectwoman Corson asked if they could use their current software to gain more information about their resources. Chief Wilking said that the software is not user-friendly and that it can be archaic. Also, the software needs to be compatible with both police and fire dispatches. Ms. Rowan suggested that improving the software would be a good place to start, and that maybe a different staffing pattern could be used.

Mr. Dean said that they have also discussed a second fire station, and suggested that learning more about the capabilities of the dispatch system would be good. The software cannot answer all questions, however. There was a 2007 study which recommended looking at the CAD system and possibly replacing it. Chief Wilking said that he did not think that the study should be too broad in nature. Selectman Chartrand did not think they had all the needed information, and that they need an analysis of the run volume in order to give the taxpayers more knowledge. He also brought up the radios versus the engine replacement.

Public Works:

Chairman Clement talked about the road paving and maintenance budget, where he suggested reducing the paving budget because they received a recent grant from the state for this purpose of about \$250,000. Mr. Dean said that the money is not meant to be replacement funds for other purposes, but there is room for debate about what that means. Mr. Vlasich talked about a pavement management study, and said that he was comfortable with \$800,000 for paving.

Yard Waste:

Chairman Clement said this was a new item for about \$14,000. Jay Perkins said that the item is broken out to show the cost for pickup, and it was previously included in the contract. Mr. Dean said that the solid waste contract is up almost \$156,000. Chairman Clement asked if the town is still buying recycling bins. Mr. Perkins said that they are, but they are breaking even with what they buy versus what they sell.

Stormwater:

Mr. Vlasich explained the software agreement line item as a \$30,000 grant that they had applied for. He was not sure why it appeared as \$20,000 in the budget. Chairman Clement also asked him to explain the cost of natural gas for the town buildings, and Mr. Vlasich said that he will get back to the board on that.

Library:

Ms. Godino said that they changed part-time staff STEP and COLA. They also moved the longevity into the full-time line item. The change would be in the part-time wages. So, the bottom line number would change and the longevity line would no longer exist.

Vehicle Replacements:

Chairman Clement suggested dropping the budget for the public works sedan from \$24,000 to \$20,000. Mr. Berube said that the suggested vehicle does not allow them to hold equipment, and that they need a more useful vehicle for a longer amount of time. A mechanic suggested a larger vehicle than was suggested. The vehicles are used every day.

Capital Outlay:

Chairman Clement suggested that the public safety study be a warrant article instead of being included under capital outlay.

Warrant Articles:

The intersection study was brought up. Selectman Chartrand asked if they could use the state grant for the study. Mr. Dean said he wasn't sure, but would look into it. The Sportsmen Club RAP for \$30,000 was decided to be deferred. The radio replacement for the fire department will be a warrant article. Sick leave is about \$100,000 and is used to cover sick leave buyouts. There is an increase in retirements so the amount will cover those.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

MOTION: Selectwoman Surman moved to abate map 82, lot 13 for \$43,379.96. Selectman Chartrand seconded the motion, and it passed 3-1-0 with Chairman Clement voting nay.

MOTION: Selectman Chartrand moved to abate for \$32.77 for 7 Hayes Park. Selectwoman Surman seconded the motion, and it passed 3-1-0 with Chairman Clement voting nay.

b. Permits & Approvals

MOTION: Selectman Chartrand moved to approve the use of the town hall for the small business revolution on 1/25/18 from 5-9pm. Selectwoman Surman seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve the use of the town hall for the holiday parade committee meeting on 11/30/18-12/2/18 from 8:00am-10:00pm. Selectman Chartrand seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the use of the town hall and seven parking spaces for the UFO festival for 9/1-9/2 from 7:00am-6:00pm. Selectwoman Surman seconded the motion, and it passed unanimously.

c. Correspondence

Chairman Clement brought up correspondence from the NH Lottery about bringing KENO to the town. The consensus of the board was against it.

9. Review Board Calendar

There will be a special meeting on 12/28/17 at 9:00am. The next regularly scheduled meeting will be on 1/8/18.

10. Adjournment

MOTION: Selectman Chartrand moved to adjourn the meeting at 11:45pm. Selectwoman Surman seconded the motion, and it passed unanimously.

Respectfully submitted by recording secretary Samantha Cave.

DRAFT MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

December 28, 2017

1. Call Meeting to Order

Chairman Don Clement convened the Board of Selectmen at 9:00 a.m. in the Nowak Room of the Town Office. Other members of the Board present were: Selectwoman Julie Gilman, Selectwoman Anne Surman, Selectwoman Kathy Corson, and Selectman Dan Chartrand. Town Manager Russell Dean, Finance Director Doreen Chester, Labor Counsel Tom Closson, Police Chief William Shupe also present.

1. Year End FY17 Encumbrances. The Board reviewed the list of year end encumbrances provided by the Finance Department. The Town Hall staircase project is included as a special article carryover from 2017 Town Meeting. Selectman Clement inquired about the security measures at the Finance Office. Finance Director Doreen Chester described these have been in motion for some time, but have not yet been completed. Selectman Clement motioned to approve the encumbrances as listed, seconded by Selectman Chartrand. Motion carried unanimously.
2. Snow Ice deficit. Town Manager Dean described the snow removal situation as fluid. Two recent events have caused a greater overage in the snow/ice account. He recommends the Board authorize up to \$100,000 to offset this year's deficit. The balance in the account is just over \$101,000. Selectman Chartrand moved to release \$100,000 from the snow/ice deficit fund to offset the FY17 deficit. Selectwoman Surman seconded the motion. Motion carried unanimously.
3. The Board then recessed to a non meeting for collective bargaining. The Board reconvened in public session. Selectman Chartrand motioned to approve the tentative agreement reached on October 26th, 2017 with the Exeter Police Association. Selectwoman Surman seconded. Motion carried unanimously.
4. Adjournment. Selectman Chartrand motioned to adjourn, seconded by Selectwoman Surman. Motion carries, the Board adjourned at 9:55 a.m..

Respectfully submitted,

Russell Dean
Town Manager

Memo

To: Board of Selectmen
From: Darren Winham, Director
CC: Russell Dean, Town Manager
Date: 1/5/17
Re: Shafmaster TIF reimbursement request

Jon Shafmaster, owner of seventy-eight acres on the east side of Epping Road, seeks to develop his property and needs a road and utilities to facilitate same. He is requesting that the Town of Exeter consider, through use of the Epping Road Tax Increment Financing District funds, reimbursing him the cost of engineering and installing infrastructure and a 722-foot road (which I'll henceforth refer to as "TIF Road") to access the portions of his property where he intends to construct a 116-unit Active Adult Community, a project which has received Planning Board approval. This would include 720 linear feet of engineering/infrastructure (water/sewer) from Continental Drive north on Epping Road to the entrance of TIF Road, 722 linear feet of engineering/infrastructure (water/sewer/electric) and industrial-grade (to Town specs) roadway. Also, included would be the engineering of the entire TIF Road (1,343 linear feet) to Scott Carlisle's 18-acre parcel and a pump station.

In addition to his request, Mr. Shafmaster has further offered to prepay for reimbursement the cost of engineering and 1000 linear feet of sewer/water extensions from TIF Road to Cronin Road to provide access to the 62-acre King parcel (Parcel 047-007-0000); Cronin Road is across Epping Road from King parcel access. Tom Monahan, who has a purchase-and-sale agreement for the King parcel, has been working with the Town's Economic Development Department to attract commercial users to this parcel for several years. Currently, there are three end-users that are negotiating with Mr. Monahan letters of intent to occupy the site that would see construction of two 60,000 square foot buildings. Details regarding these companies are confidential but one or more will be present at Monday's BOS meeting to identify themselves and discuss their intentions.

Timing on these projects is critical. Mr. Shafmaster is anxious to get his Active Adult Community underway because, according to him, his market analysis indicates that his product is a desired commodity currently but could decline after 2021. Further motivation for Mr. Shafmaster is the construction costs for both Phase 1 of his project and TIF Road are significantly reduced if the project commences soon. Recent construction costs have risen annually for several years and delay would likely see this occur. Also of benefit to Mr. Shafmaster are estimates he has received conditional upon winter labor. Winter construction work comes at a marked discount because, according to Mr. Shafmaster, his contractor believes that maintaining work through the winter will allow the company to retain valued, trained employees they might otherwise lose with a seasonal layoff.

On Mr. Monahan's (King) parcel, a similarly urgent situation is afoot; One of his end-users – a retailer and manufacturer – has signed agreements in place for their product in excess of \$40 million and need to be operational by late Fall 2018. According to Mr. Monahan, who has been working with State DES, site engineers, contractors and a wetland scientist, he is able to provide the building on time as long as town water/sewer is available.

Mr. Shafmaster proposes to construct the portion of the TIF District that is necessary to his project – TIF Road to Wiley Creek Road (the access to the Ray Farm Active Adult Community), engineering/infrastructure from Continental Drive to the pump station, engineering the TIF Road to Carlisle property, and pump station – for \$1.33 million. Mr. Shafmaster asserts that the Hoyle Tanner & Associates estimate provided in the existing Epping Road TIF District plan for the same work is \$2.573 million. Mr. Shafmaster proposes to construct the water/sewer extensions from TIF Road to Cronin Road for \$1.005 million. The authorized bonding amount in the existing TIF is \$6.845 million. Contracting with Mr. Shafmaster for all that he is proposing would leave a TIF balance of \$3.51 million.

The only portion of the Epping Road TIF District that would not be addressed in Mr. Shafmaster's proposal would be the completion of the TIF Road, including infrastructure and a stream crossing, from the pump station to Scott Carlisle's parcel and sewer/water extensions on Epping Road north of Cronin Road.

Estimated Assessed Building Value (does not include land value)

Ray Farm Active Adult Community		
Phase 1	32-unit 4-floor 66,000 sq. ft. building	\$10,625,000
	Clubhouse for entire community	\$382,000
King parcel commercial development		
	60,000 sq. ft. retail/manufacturing	\$4,335,000
	60,000 sq. ft. physical rehab/office space	\$4,335,000

Memo

To: Board of Selectmen
From: Darren Winham, Director
CC: Russell Dean, Town Manager
Date: 1/5/17
Re: Epping Road TIF amendment request

The Epping Road Tax Increment Finance (TIF) District has performed admirably in the two years since its inception raising, to date, over \$500,000 (see attached assessors TIF calculation spreadsheet) with several other proposed projects in the planning stages. One such project, whose application has been received as complete by the Exeter Planning Board, is a 116,000 square-foot light-industry/distribution facility at 24 Continental Drive. The traffic study for same (see attached) indicated that should this building be built, a traffic light at the corner of Continental Drive and Epping Road would be necessary.

Prior to 24 Continental, Mike Lampert was approved for a 30,000 square-foot industrial warehouse and office building. While this project didn't require a light, the Planning Board imposed as a condition of approval an exaction of \$6000 for the project's contribution to the widening of the intersection at Epping Road and Continental Drive. The Planning Board deemed this condition void or reimbursable if additional TIF funds came available for the improvements.

The Epping Road TIF District created opportunity for development through sewer and water infrastructure improvements but did not address the possibility of traffic calming. The corner of Continental Drive and Epping Road has reached a critical situation the needs addressing if Exeter wants to continue to develop the corridor. Continental Drive has 95 more acres (the aforementioned projects would take less than 30 of these) open for development. Because Exeter chose not to impose exactions on Continental Drive as it developed, traffic improvements would fall to the company that triggers such an issue. Unfortunately, this "last man in" situation is untenable for upcoming projects as the \$1.1 million necessary for these improvements (please see attached estimates from VHB) make new projects financially unfeasible. Further, it is likely that the Town of Exeter would need to install a traffic light and construct intersection improvements at this site in the near future anyway. Utilizing TIF funds in this situation may seem more palatable to taxpayers than the alternatives – and would likely be more timely.

To that end, the TIF Advisory Board voted unanimously to amend the existing Epping Road TIF as follows:

1. Subtract the portion of Epping Road Utility Extensions north of Parcel 047-007-0000 (King parcel)
2. Increase TIF by \$1.1 million dollars from \$6,845,312 to 7,945,312 for construction of intersection improvements and traffic light at intersection of Continental Drive and Epping Road
3. Amend existing TIF Financing Plan to accommodate increase without increasing length of term

Please note: The \$1.1 million estimate came from Marty Kennedy at VHB. We do not have an estimate by which the existing TIF will be reduced with the proposed exclusion of the Epping Road Utility Extension between the King parcel and the north side of Rt. 101, but, considering our existing TIF estimates are three years old and costs have risen dramatically, the TIF Advisory Board's intentions is that this amount will serve as "buffer".

**Estimates for Traffic Light/Road Improvements at
Corner of Epping Road (Rt. 27) and Continental Drive**

Hi Darren,

As a cursory planning level estimate, I would suggest that you budget the following for your project.

Construction (including signal)	approx. \$800k
Engineering/Survey/permitting	approx. \$125k to \$150k
<u>Construction Inspection</u>	<u>approx. \$50k</u>
Total	approx. \$1M
For budgeting purposes round to:	\$1.2M

Note also that this does not include right-of-way acquisition costs or costs to relocate utility lines (if needed, and transmission lines are in ROW, utility company should relocate them at their costs)

I hope this helps. Let me know if you have any questions.

Thanks,
Marty

Martin F. Kennedy, PE
Senior Principal
Licensed in ME/NH

2 Bedford Farms Drive
Suite 200
Bedford, NH 03110-6532
P 603.391.3902 | M 603.548.9822 | F 603.518.7495
mkennedy@vhb.com

Hi Darren,

In response to your question on how much we assumed for the future development driveway, we assumed 200' of driveway. For budgeting purposes, not including the additional driveway might save you \$100K, so perhaps it's \$1.1M rather than \$1.2M. At this planning level, I wouldn't reduce the budget much more than that.

Marty

Martin F. Kennedy, PE
Senior Principal

Licensed in ME/NH

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TRAFFIC IMPACT ASSESSMENT

**PROPOSED LIGHT INDUSTRY / DISTRIBUTION FACILITY
Exeter, New Hampshire**

**CONFIDENTIAL
DRAFT**

August 2017

Prepared for
Garrison Glen, LLC

**NOT FOR SUBMITTAL
FOR REVIEW
PURPOSES ONLY**



**Stephen G. Pernaw
& Company, Inc.**



**TRAFFIC IMPACT ASSESSMENT
PROPOSED LIGHT INDUSTRY / DISTRIBUTION FACILITY
EXETER, NEW HAMPSHIRE
AUGUST 4, 2017**

INTRODUCTION

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This study has been prepared for Garrison Glen, LLC to assess the traffic impacts associated with the proposed light industry/distribution facility project located at the westerly terminus of Continental Drive in Exeter, New Hampshire. The study area consists of the NH27/Continental Drive intersection and the analysis periods include the weekday morning (AM) and evening (PM) commuter peak periods. Both Opening Year (2018) and Horizon Year (2028) projections and analyses have been provided.

This report is intended to summarize the traffic count data collected, the future traffic projections, the technical analyses, and our findings relative to traffic operations, capacity, and safety.

PROPOSAL

The current proposal calls for the construction of a single-story light industry/distribution facility on the subject site that will contain 116,288 sf of light industrial floor space. The building will include a variety of tenants.

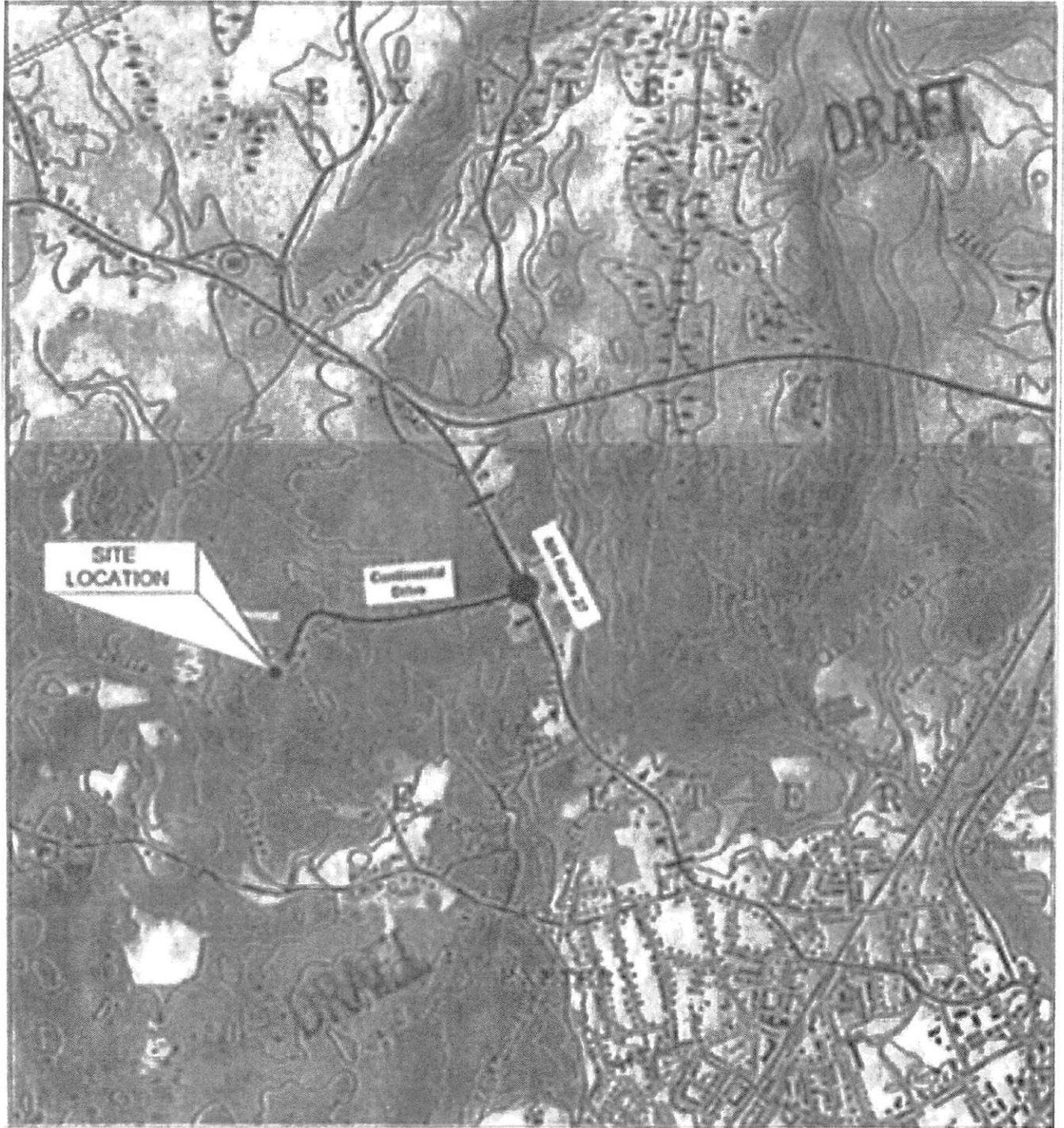
Figure 1 shows the location of the subject site with respect to the area highway system and the traffic count locations. Appendix A contains a master site plan prepared by Hayner/Swanson, Inc.

EXISTING CONDITIONS

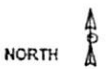
ROADWAYS

NH Route 27 (Epping Road) functions as an arterial highway that carries through traffic in a general north-south direction between NH111-A to the south and Brentwood to the north. NH27 crosses over Route 101 at Interchange 9, approximately one-half mile north of the site. In the immediate study area, NH27 is a two-lane highway with one through lane in each direction. The pavement is delineated with a four-inch double-yellow centerline and four-inch white edge lines. Paved shoulders of variable width are present along both sides of the highway.

The horizontal alignment of the highway is straight and the vertical alignment is generally flat. The posted speed limit on this section of NH27 is 30 miles per hour in both directions. This section of highway is under the jurisdiction of the Town of Exeter.



- / = AUTOMATIC TRAFFIC RECORDER LOCATION (NHDOT)
- = INTERSECTION TURNING MOVEMENT COUNT LOCATION



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Figure 1

Site Location

Traffic Impact Assessment, Proposed Light Industry / Distribution Facility, Exeter, New Hampshire

INTERSECTIONS

The NH Route 27/Continental Drive intersection currently functions as a standard three-lane intersection with stop sign control on the minor approach. The existing lane configuration follows:

- NH27 Northbound Approach: One shared through-left lane
- NH27 Southbound Approach: One shared through-right lane
- Continental Drive Eastbound Approach: Left and right vehicles can queue side-by-side; (no formal lane lines)

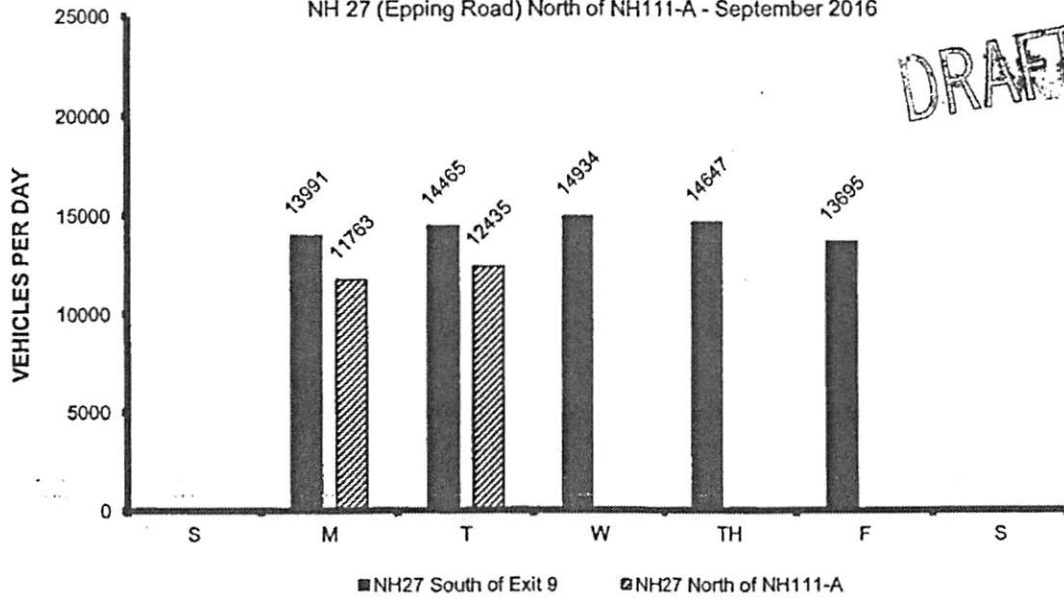
Northbound vehicles currently use the paved/gravel shoulder area on the east side of the highway as a "bypass lane" if/when needed.

TRAFFIC VOLUMES

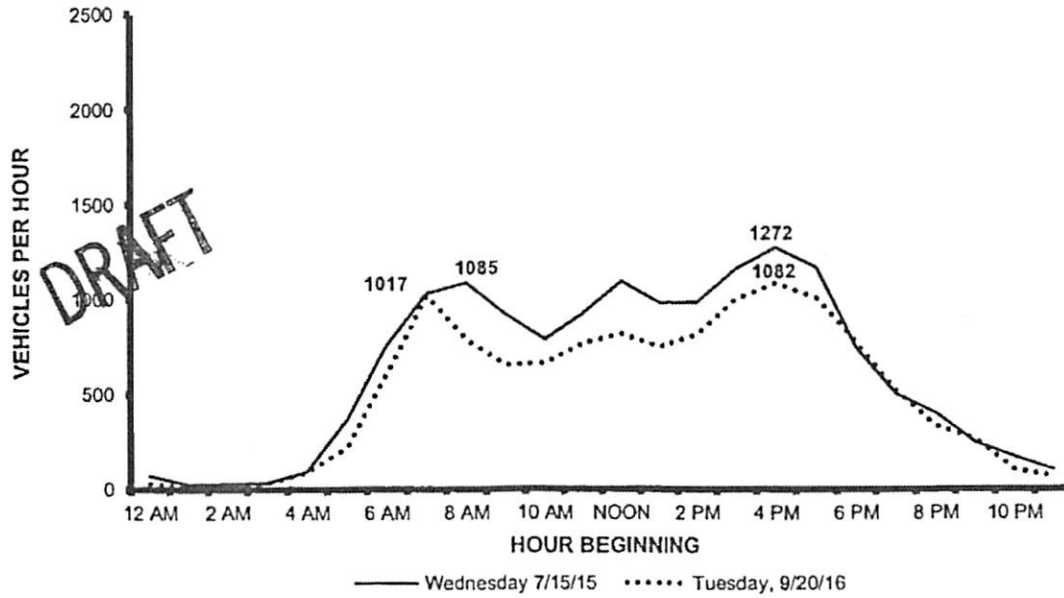
The New Hampshire Department of Transportation has conducted short-term automatic traffic recorder counts on NH27 south of NH101 Exit 9 (approximately 0.5 miles north of Continental Drive) and on NH27 north of NH111A (approximately 0.8 miles south of Continental Drive) in 2015 and 2016 respectively. The count data revealed that the section of NH27 south of Exit 9 carried an Annual Average Daily Traffic (AADT) volume of 12,000 vehicles per day (vpd) in 2015. By way of comparison, the AADT north of NH111A was 10,527 vpd.

Although this data does not directly apply to the subject site given the several intersections and driveways between the site and the count stations, it demonstrates that traffic demand on NH27 reached peak levels during the typical AM and PM commuter periods on weekdays. The traffic volumes on Saturdays and Sundays are lower. The daily and hourly variations in traffic demand at these count stations are illustrated graphically on Page 4. Appendix B contains the detail sheets pertaining to these counts.

DAILY TRAFFIC VARIATIONS
 NH 27 (Epping Road) South of NH101 Exit 9 - July 2015
 NH 27 (Epping Road) North of NH111-A - September 2016



HOURLY TRAFFIC VARIATIONS

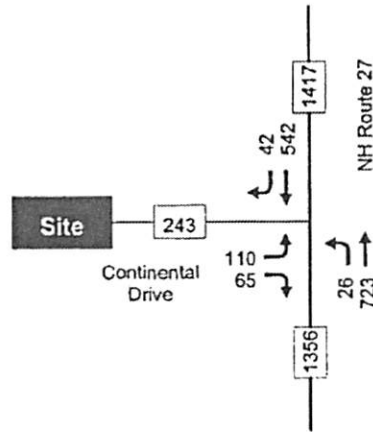
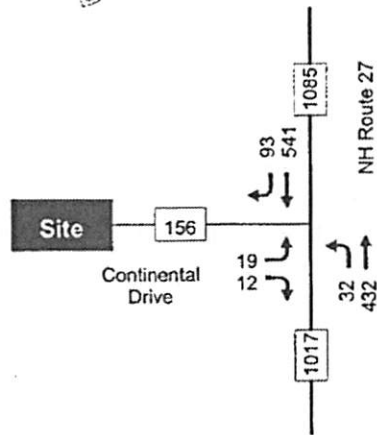


To establish the current traffic demand at the subject intersection, Pernaw & Company, Inc. conducted manual turning movement and vehicle classification counts at the NH27/Continental Drive intersection on Wednesday, June 21, 2017 from 7:00 AM to 6:00 PM. Several facts and conclusions are evident from this count data:

- Peak traffic periods on NH27 were found to occur from 7:30 to 8:30 AM and from 4:15 to 5:15 PM in the afternoon. The traffic flow on NH27 (north of Continental Drive) totaled 1,085 vehicles (AM) and 1,417 vehicles (PM) during the peak hour periods. The predominant traffic flow was southbound (58%) during the AM peak hour and northbound (59%) during the PM peak hour.
- Continental Drive accommodated 156 (AM) and 243 (PM) vehicles during the peak hour periods.
- Analysis of the full count data revealed that the majority (63%) of the vehicles on Continental Drive traveled to/from points north on NH27.
- Truck traffic on NH27 accounted for approximately 7% (AM) and 3% (PM) of the total traffic flow during the peak hour periods.

The peak hour traffic count data for the study area intersection is summarized on Figure 2. Appendix C contains the detail sheets from the manual turning movement counts.

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Figure 2

2017 Existing Traffic Volumes

Traffic Impact Assessment, Proposed Light Industry / Distribution Facility, Exeter, New Hampshire

CRASH HISTORY

Crash data from the State of New Hampshire Department of Transportation for the most recent three-year period (2013 to 2015) was researched to identify accident rates and patterns in the study area. Over the three-year period, the Location Data Reports indicate that 813 crashes were recorded on a town-wide basis. It should be noted that this database is considered to be a subset of the total collisions as not all incidents are required to be reported to the State. Of these, seven crashes contained sufficient detail to locate them in the study area. These reports are contained in Appendix D.

The seven crashes occurred in the vicinity of the Epping Road (NH27) / Continental Drive intersection that resulted in injuries to three persons. The majority (71%) of the crashes involved two or more vehicles. One crash involved a collision with an animal with no reported injuries. Another collision involved one vehicle colliding with an "other object" that resulted in no injuries. Unfavorable surface conditions may have been a contributing factor in two of these seven crashes.

No fatalities were reported in this study group. The table below summarizes the available data in terms of frequency, severity, and collision type.

Crash Summary (2013-2015) ¹	
	NH Route 27 at Continental Drive
CRASH FREQUENCY	
Total Crashes	7
Crashes per Year (Ave)	2.33
CRASH SEVERITY	
Property Damage Only	5
Personal Injury	2
Fatalities	0
CRASH TYPE	
Angle/Cross Movement	0
Rear End	6
Head-On	0
Fixed Object	0
Pedestrian	0
Unknown	1
ADVERSE CONDITIONS (%)	(2) 71%

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¹ Source: NHDOT - Accident Location Data Report (2013-2015)

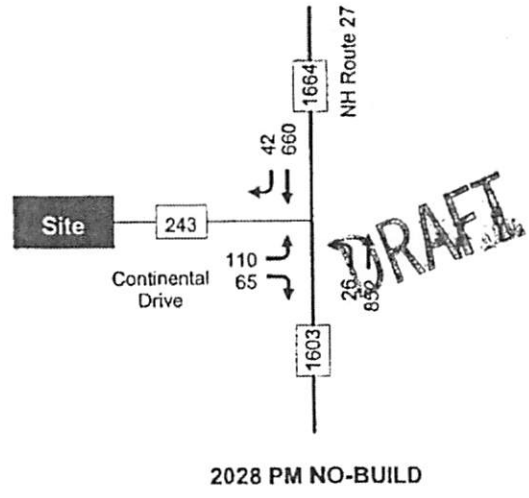
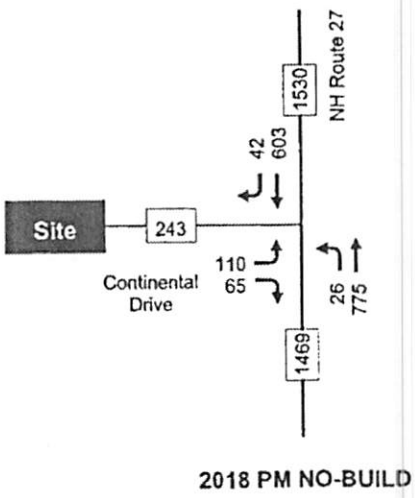
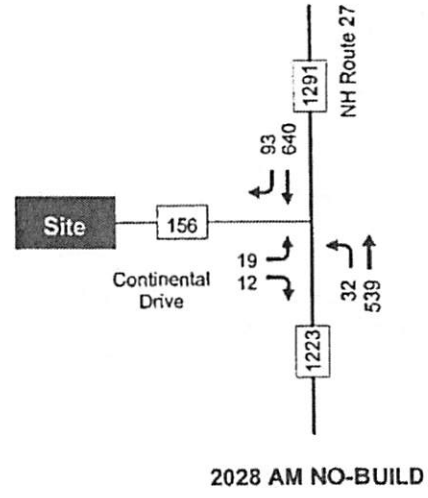
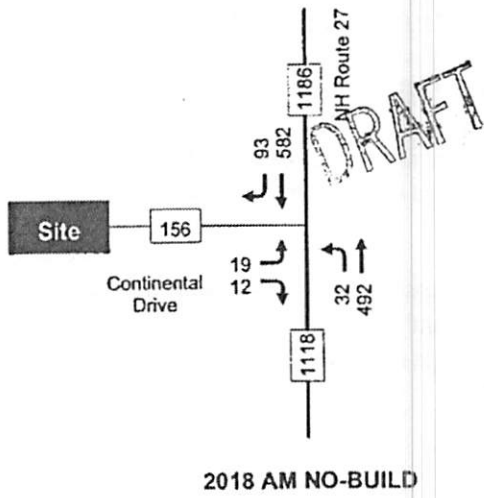
NO-BUILD TRAFFIC VOLUMES

In order to identify the net impact that site traffic will have in the study area, future traffic projections with and without the proposed light industry/distribution facility project are necessary. The future traffic projections without the proposed development are referred to as the “No-Build” traffic projections and these are summarized on Figure 3. These projections are based on the existing traffic volumes (June 2017 count data), a 1.0 percent annual background traffic growth rate (compounded annually) to account for normal growth in the area, and peak-month seasonal adjustment factors of 1.02 (AM) and 1.00 (PM). The No-Build traffic projections for 2018 and 2028 also reflect full occupancy of the recently approved mixed-use development on NH27 across from Meeting Place Drive, further development on Meeting Place Drive, and the active adult community located across from the Exeter Decorating Center Driveway.

The No-Build traffic projections therefore reflect worst-case, peak-month, peak-hour conditions. Calculations pertaining to the derivation of the background traffic growth rate and the seasonal adjustment factors are contained in Appendix E. The trips associated with these other development projects are documented in Appendix F.

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Pernaw & Company, Inc



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Figure 3

No-Build Traffic Volumes

Traffic Impact Assessment, Proposed Light Industry / Distribution Facility, Exeter, New Hampshire

SITE GENERATED TRAFFIC

To estimate the quantity of vehicle trips that will be produced by the proposed light industry/distribution facility, several standardized trip-generation rates published by the Institute of Transportation Engineers (ITE)¹ were considered. The ITE land use category that correlates best with the proposed development is ITE Land Use Code 110 – General Light Industrial. The gross floor area of the building was used as the independent variable.

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Table 1 Trip Generation Summary

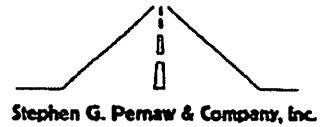
	Light Industrial ¹
Weekday AM Peak Hour	
Entering	94 veh
Exiting	13 veh
Total	107 trips
Weekday PM Peak Hour	
Entering	14 veh
Exiting	99 veh
Total	113 trips
Weekday Total	
Entering	406 veh
Exiting	406 veh
Total	812 trips

¹ ITE Land Use Code 110 - General Light Industrial (16,288 sf)

This table shows that the proposed light industry/distribution facility will generate approximately 107 (AM) and 113 (PM) trips during the peak hour periods. This type of use generates “primary” trips which are new trips to the area. Appendix G contains the trip generation computations for this project, along with a diagram that summarizes the distribution of the primary trips at the study area intersection.

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¹ Institute of Transportation Engineers, *Trip Generation*, ninth edition (Washington, D.C., 2012)



BUILD TRAFFIC VOLUMES

The future traffic projections with the proposed light industry/distribution facility in full operation are referred to as the "Build" traffic projections and these are summarized schematically on Figure 4. These projections are based on the No-Build projections (Figure 3), the site generated traffic levels depicted in Table 1, and the expectation that the majority of the new trips (65%) will travel to/from points north on NH27. This percentage was based on analysis of census commuting pattern data and the actual travel patterns observed at Continental Drive.

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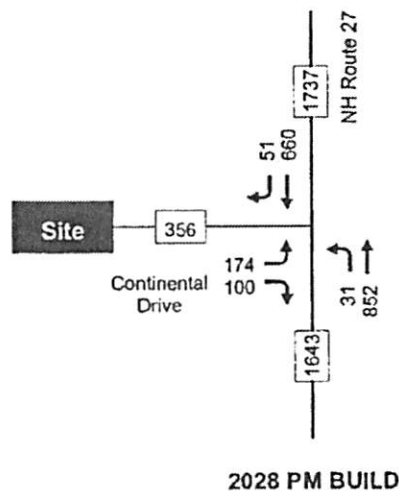
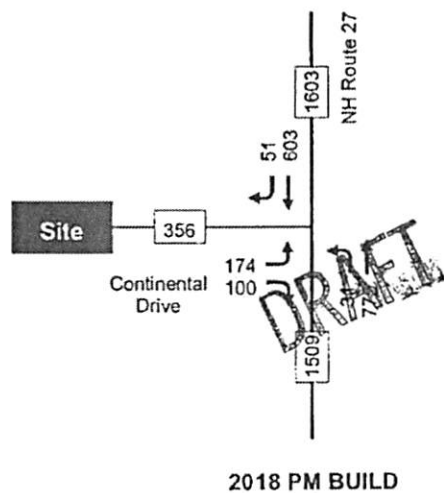
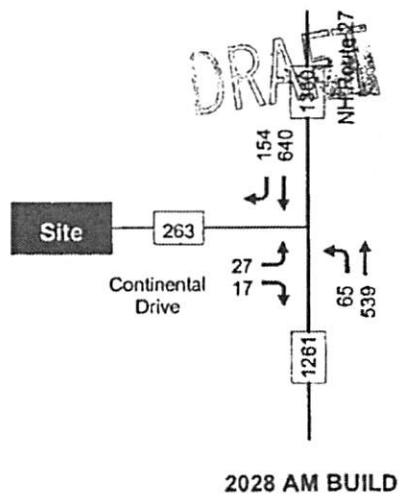
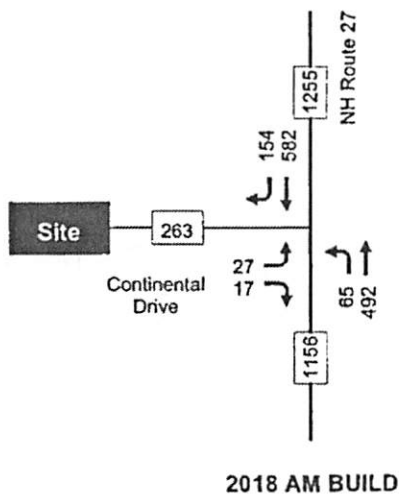


Figure 4

Build Traffic Volumes

Traffic Impact Assessment, Proposed Light Industry / Distribution Facility, Exeter, New Hampshire

IMPACT SUMMARY

TRAFFIC VOLUME INCREASES

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The net impact that the proposed development project will have on traffic levels on NH27 can be estimated by comparing the No-Build traffic projections with the Build traffic projections. This comparison demonstrates the greatest impact to roadway volumes will occur during the worst-case weekday PM peak hour period on NH27 north of the site. Traffic volumes are projected to increase by approximately +5% (PM) which corresponds to net increases of approximately +73 vehicles north of the site. The impacts south of the site will be less. Impacts beyond the immediate study area will dissipate further as drivers turn at various intersections along the NH27 corridor.

By way of comparison, the short-term NHDOT count on NH27 (see Appendix B) revealed that random traffic flow from one day to the next accounted for changes as much as 20%; which is greater than is anticipated from this proposed development project.

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TRAFFIC OPERATIONS AND SAFETY

INTERSECTION CAPACITY - UNSIGNALIZED INTERSECTIONS

The short-range (2018) and long-range (2028) traffic projections form the basis for assessing traffic operations at the Continental Drive intersection on NH27. This intersection was analyzed according to the methodologies of the *Highway Capacity Manual* as replicated by the latest edition of the *Synchro Traffic Signal Coordination Software (Version 9)*, which also performs unsignalized intersection capacity analyses.

Capacity and Level of Service (LOS) calculations pertaining to unsignalized intersections address the quality of service for those vehicles turning into and out of intersecting side streets. The availability of adequate gaps in the traffic stream on the major street (NH27) actually controls the potential capacity for vehicle movements from the minor approach. Levels of Service are simply letter grades (A-F) that categorize the vehicle delays associated with specific turning maneuvers. Table 2 describes the criteria used in this analysis.

Level of Service	Control Delay (seconds/vehicle)
A	≤ 10.0
B	> 10.0 and ≤ 15.0
C	> 15.0 and ≤ 25.0
D	> 25.0 and ≤ 35.0
E	> 35.0 and ≤ 50.0
F	> 50.0

Source: Transportation Research Board, Highway Capacity Manual 2010.

The results of this analysis for the NH27/Continental Drive intersection are summarized on Table 3. The analysis confirms that left-turn departures from Continental Drive currently involve long delays during the peak hour periods as evidenced by the LOS F results. This movement operates over-capacity during the PM peak hour as evidenced by the vehicle queuing that was observed during the count period. The over-capacity and queuing situation did not occur throughout the entire peak hour period, rather it occurred during shorter intervals that apparently coincided with shift changes within the industrial park.

The right-turn departure movement and the left-turn arrival movement at this intersection are expected to operate below capacity during all hours of the day through 2028 and beyond, both with and without the subject site in full operation. Based on these findings, consideration should be given to providing two travel lanes on the Continental Drive approach to NH27.

Appendix H contains the computations pertaining to the unsignalized intersection capacity analyses.

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Table 3 **STOP-Controlled Intersection Capacity Analysis**
NH Route 27 / Continental Drive

	Weekday AM Peak Hour				Weekday PM Peak Hour			
	Delay ¹	V/C ²	LOS ³	Queue ⁴	Delay ¹	V/C ²	LOS ³	Queue ⁴
NH Route 27 - NB Left-Turns								
2017 Existing	10	0.05	A	<1	9	0.03	A	<1
2018 No-Build	10	0.05	B	<1	9	0.04	A	<1
2018 Build	11	0.10	B	<1	10	0.04	A	<1
2028 No-Build	10	0.05	B	<1	10	0.04	A	<1
2028 Build	11	0.11	B	<1	10	0.05	A	<1
Continental Drive - Left-Turn Departures								
2017 Existing	40	0.25	E	1	>100	1.46	F	12
2018 No-Build	37	0.24	E	1	>100	1.78	F	14
2018 Build	59	0.43	F	2	>100	2.94	F	26
2028 No-Build	47	0.29	E	1	>100	2.26	F	16
2028 Build	79	0.52	F	2	>100	3.72	F	28
Continental Drive - Right-Turn Departures								
2017 Existing	15	0.06	C	<1	15	0.22	B	1
2018 No-Build	16	0.06	C	<1	16	0.24	C	1
2018 Build	17	0.09	C	<1	18	0.37	C	2
2028 No-Build	17	0.07	C	<1	18	0.26	C	1
2028 Build	18	0.10	C	<1	20	0.40	C	2

¹ HCM Control Delay (seconds per vehicle), ² HCM Volume to Capacity Ratio, ³ HCM Level of Service, ⁴ HCM 95th Percentile Queue (vehicles)

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AUXILIARY TURN LANE ANALYSES

Left-Turn Treatment - The type of treatment needed to accommodate left-turning vehicles from any street or highway to an intersecting side street (or driveway) can range from no treatment, where turning volumes are low; to the provision of a bypass lane for through traffic to travel around left-turning vehicles; to the addition of a formal center turn lane used exclusively by left-turning vehicles for deceleration and storage while waiting to complete their maneuvers.

Analysis of the “opening year” No-Build 2018 traffic volumes using NCHRP 457 guidelines indicates that left-turn treatment is currently warranted on NH27 for left-turn arrivals at Continental Drive. This means that the proposed light industry/distribution facility is not creating the need for this type of improvement project. The results are summarized on Table 4 and the computations are included in Appendix I.

Table 4	Left-Turn Lane Warrants Analysis NH Route 27 / Continental Drive	
	2018 AM No Build Volumes	2018 PM No Build Volumes
<u>Peak Hour Inputs</u>		
Left-Turn Volume (NB)	32	26
Advancing Volume (NB)	524	801
Opposing Volume (SB)	675	645
Percent Lefts	6.1%	3.2%
Speed (mph)	30	30
Limiting Advancing Volume (veh/h)	389	537
Conclusion		
Left-Turn Treatment Warranted	<u>YES</u>	<u>YES</u>

Some through vehicles on NH27 (northbound) were observed traveling around a vehicle waiting to turn left on to Continental Drive by using the paved gravel shoulder as a bypass lane.

Right-Turn Treatment - The type of treatment needed to accommodate right-turning vehicles from any street or highway to any intersecting side street (or driveway) can range from a radius only, where turning volumes are low; to the provision of a short 10:1 right-turn taper; to the addition of an exclusive right-turn lane, where turning volumes and through traffic volumes are significant.

Analysis of the “opening year” No-Build 2018 traffic volume projections using NCHRP 457 guidelines confirmed that right-turn treatment is not warranted at the subject intersection for southbound vehicles turning right on to Continental Drive. However, analysis of the Build 2018 AM peak hour confirmed that right-turn treatment will be warranted. The results are summarized on Table 5 and the computations are included in Appendix I.

Table 5	Right-Turn Lane Warrants Analysis NH Route 27 / Continental Drive			
	2018 AM No-Build Volumes	2018 AM Build Volumes	2018 PM No-Build Volumes	2018 PM Build Volumes
Peak Hour Inputs				
Right-Turn Volume (SB)	93	154	42	51
Total Approach Volume (SB)	675	736	645	654
Speed (mph)	30	30	30	30
Limiting Right-Turn Volume (veh/h)	130	86	162	151
Conclusion				
Add Right-Turn Bay	NO	<u>YES</u>	NO	NO

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Minor-Road Approach Analysis – The type of treatment needed to accommodate exiting vehicles from the minor-road approach at a stop-controlled intersection can range from a single lane (shared left-right lane) in low-volume conditions, to two exit lanes (exclusive left-turn lane and exclusive right-turn lane) where turning volumes and through traffic volumes are significant, to multiple exit lanes in extreme cases.

Analysis of the “opening year” No-Build 2018 traffic volume projections using NCHRP 457 guidelines confirmed that two exit lanes on the Continental Drive approach to NH27 is advisable based on the existing traffic volumes. The results of these analyses are summarized on Table 6 and the computations are included in Appendix I.

Table 6	Minor-Road Approach Geometry NH Route 27 / Continental Drive	
	2018 AM No Build Volumes	2018 PM No Build Volumes
Peak Hour Inputs		
Major-Road Volume (NB-SB)	1799	1446
% Right-Turns on Minor (EB)	37.1	37.1
Minor-Road Approach Volume	667	537
Limiting Minor-Road Volume (veh/h)	144	103
Conclusion		
Consider TWO Approach Lanes	NO	<u>YES</u>

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Although not formally delineated, some exiting vehicles on Continental Drive were observed to queue side-by-side at the stop line, occasionally.

TRAFFIC SIGNAL WARRANTS ANALYSIS

Given the results of the intersection capacity and Level of Service analyses for the Continental Drive approach to NH27, consideration was given to the need for traffic signal control at this location. Traffic signals should not be installed unless one or more of the signal warrants in the “Manual on Uniform Traffic Control Devices” (MUTCD) is met. The MUTCD² sets forth the minimum criteria under which signals may be considered, and further states, “the satisfaction of a warrant or warrants is not in itself a justification for a signal.”

Generally, these warrants consider 1) traffic volumes on the major street (total both directions), 2) the higher volume side street approach, 3) the travel speeds approaching the intersection, and 4) the travel lane configuration at the intersection. The traffic levels used in the analysis should represent “average day” conditions and be normally and repeatedly found at the location under consideration.

This preliminary analysis is based on the June 2017 intersection count data and the results demonstrate that traffic signal control is currently warranted based on existing traffic volumes and the existing travel lane configuration. In the event that Continental Drive is widened to provided two approach lanes to NH27 in the future, then warrants would not be satisfied (Warrant 2 is close). Site traffic from the proposed development would ensure that this intersection will satisfy the warrants for traffic signal control, regardless of the lane configuration.

Continental Drive Approach:	2017 Existing Volumes (No-Build)		2017 Build Volumes
	1 Approach Lane (existing configuration)	2 Approach Lanes	2 Approach Lanes
WARRANT 1: Eight-Hour Vehicular Volume	CLOSE (6 OF 8 Hours)	CLOSE (4 OF 8 Hours)	CLOSE (6 OF 8 Hours)
WARRANT 2: Four-Hour Vehicular Volume	YES (4 OF 4 Hours)	CLOSE (3 OF 4 Hours)	YES (4 OF 4 Hours)
WARRANT 3: Peak Hour	YES (2 hours met)	NO (0 hours met)	YES (2 hours met)
CONCLUSION:	<u>YES</u>	<u>NO</u>	<u>YES</u>

Appendix J contains the computations relative to the signal warrants analyses.

² U.S. Department of Transportation – Federal Highway Administration, *Manual on Uniform Traffic Control Devices*, 2009 edition (Washington, D.C., 2009)



SIGHT DISTANCE

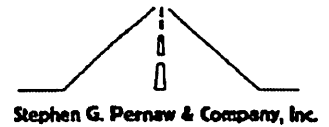
Sight distance at any intersection is an important safety consideration. The operator of a vehicle approaching an intersection should have an unobstructed view of the intersection and sufficient length of roadway to enable a full stop, should it be required to avoid a collision. Similarly, exiting vehicles from the Continental Drive approach to NH27 should have sufficient visibility of approaching traffic in order to safely enter the traffic flow on to the major street.

Field observations confirm that ample stopping sight distances (SSD) currently exist looking left and looking right from the minor approach. This means that drivers have sufficient sight distance to anticipate and avoid collisions. Intersection Sight Distances (ISD) reflect the distances needed for a vehicle exiting left or right under STOP control such that approaching vehicles on the major street need not reduce their travel speed to less than 70 percent of their initial speed. There is ample SSD and ISD for this intersection to operate in a safe manner.

Photographs depicting the available sight distances looking left and looking right from the Continental Drive approach to NH27 are included in Appendix K.

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STUDY FINDINGS AND RECOMMENDATIONS

Based upon the existing conditions data collected on NH Route 27, the anticipated traffic volume increases associated with the proposed light industry/distribution facility, and the analysis of future traffic conditions at this study area intersection, Pernaw & Company, Inc. finds that:

1. The peak period traffic counts conducted by Pernaw & Company, Inc. at the NH27/Continental Drive intersection in June 2017 revealed that the peak traffic hours on NH27 occurred from 7:30 to 8:30 AM and from 4:15 to 5:15 PM on a typical weekday. During these periods, 1,085 vehicles (AM) and 1,417 vehicles (PM) were observed traveling on NH27 (north of Continental Drive). **RAET**
2. The trip generation analysis revealed that, on an average weekday basis, the proposed light industry/distribution facility will generate approximately 107 (AM) and 113 (PM) trips during the peak hour periods. This type of use generates "new" trips to the area. The trip distribution analysis indicates that the majority (65%) will travel to/from points north on NH27.
3. Analysis of the 2018 opening year traffic projections revealed that site traffic will increase the two-way traffic flow on NH27 by approximately +5% north of the site and +3% south of the site during the worst-case PM peak hour period. By way of comparison, the short-term NHDOT count on NH27 revealed that random traffic flow from one day to the next accounted for changes as much as 20%. In terms of magnitude, the net increase in the two-way volume on NH27 will range from +38 to +73 vehicles depending upon location and peak hour.
4. Analysis of the traffic operations at the subject intersection confirmed that left-turn departures on to NH27 currently encounter long delays (LOS F) during the peak hour periods, similar to all other streets and driveways along this corridor. The right-turn departure movement and left-turn arrivals will operate below capacity through the horizon year with the site in full operation. The analysis demonstrates that site traffic is not of sufficient magnitude to alter the prevailing Levels of Service.
5. The auxiliary turn lane warrants analyses based on the 2018 No-Build and Build traffic volumes indicate that the ideal lane configuration for the NH27/Continental Drive intersection includes an exclusive northbound left-turn lane and an exclusive southbound right-turn lane on NH27 and two approach lanes on Continental Drive. Currently the turning movements from NH27 occur from the through lanes. **RAET**
6. Traffic signal control is currently warranted at the NH27/Continental Drive intersection based on the existing traffic volumes and existing lane configuration. If the Continental Drive approach was widened to provide two approach lanes, then the additional traffic from the subject site would be needed in order to satisfy one or more traffic signal warrants.
7. The sight distances looking left and right from the Continental Drive approach to NH27 are excellent due to the straight and level alignment of NH27.

STAMP

APPENDIX

RAFT

Appendix A	Conceptual Plan
Appendix B	Automatic Traffic Recorder Counts
Appendix C	Intersection Turning Movement Counts
Appendix D	Crash Data
Appendix E	Seasonal Adjustment Factors / Historical Growth Rates
Appendix F	Other Development Traffic Volumes
Appendix G	Site Generated Traffic Volumes / Trip Distribution
Appendix H	Capacity and Level of Service Calculations – Unsignalized
Appendix I	Auxiliary Turn Lane Warrants Analysis
Appendix J	Signal Warrants Analysis
Appendix K	Sight Distance Photographs

RAFT

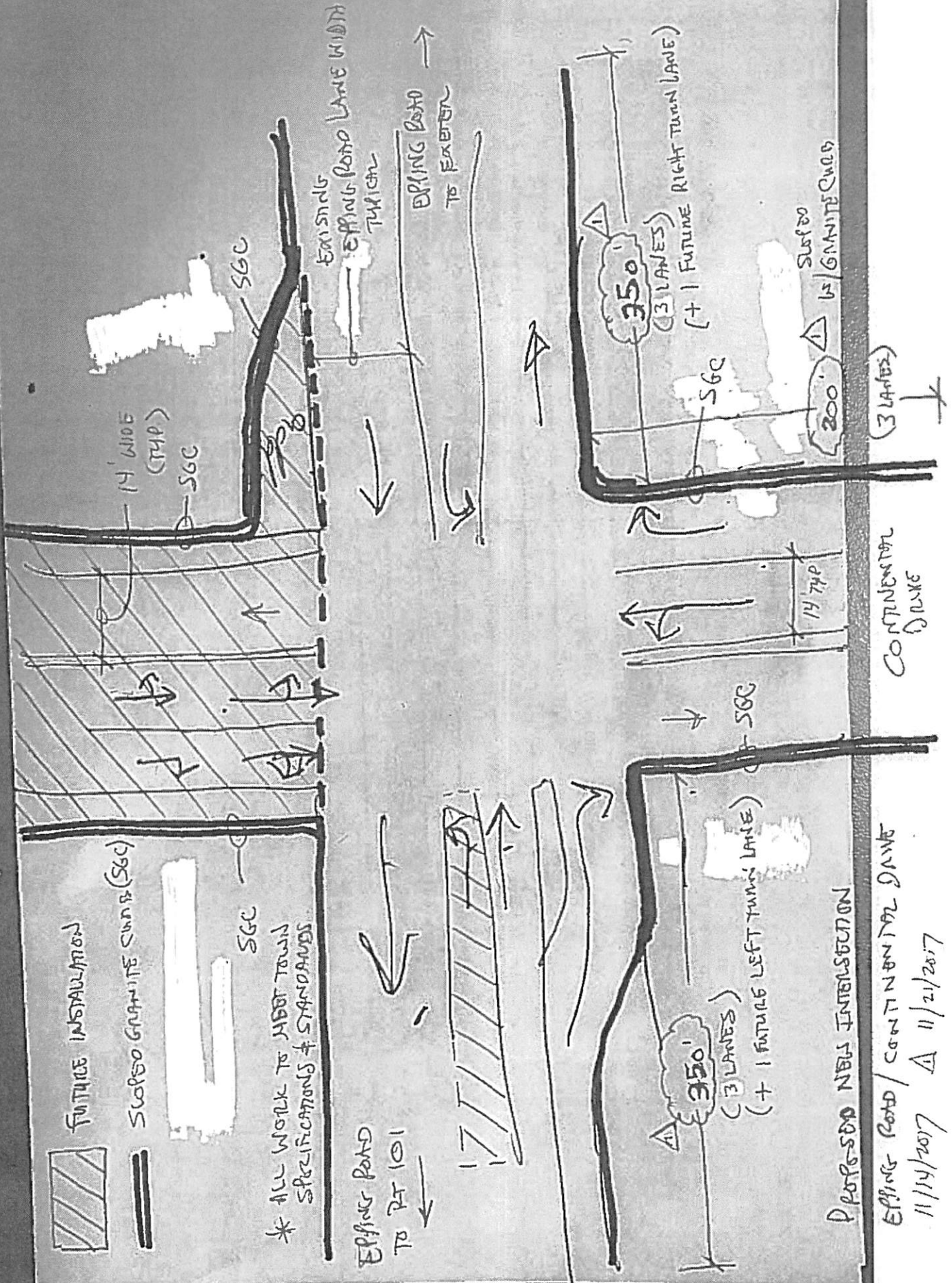
Epping Road TIF

2015 Map	Unit	Location	Original Reported on 2015 MS1	2016 Map	Unit	Owner's Name	Town of Epping TIF Retained Taxes As of 12/31/17	2016 Assessed Value	Original TIF Assessed Value (as of 1/1/15)	2016 Captured Assessed Value	Total Tax Assessed \$	Less State Education Tax \$2.41	TIF Retained Taxes \$24.81	Exempt Properties On Original 2015 MS1	2017 Captured Assessed Value	Total Tax Assessed \$	Less State Education Tax \$2.45	TIF Retained Taxes \$24.82
32	2	215 EPPING RD	17,900	32	2	CHWATER CLEMENT M	Location: 215 EPPING RD	17,900	17,900	17,900	26,277	0.00	26,277	-	17,900	26,277	0.00	26,277
32	3	10 BEECH HILL	25,200	32	3	ELDRIDGE ROBERT G	Location: 10 BEECH HILL RD	25,200	25,200	25,200	5.35	0.48	4.77	-	25,200	5.35	0.47	4.88
32	4	1 BEECH HILL	30,300	32	4	CHWATER CLEMENT M	Location: 1 BEECH HILL RD EX	30,300	30,300	30,300	5.25	0.48	4.77	-	30,300	5.25	0.47	4.88
32	31	EPPING RD	25,900	32	31	BROWN VIDE REALTY TRUST	Location: EPPING RD	25,900	25,900	25,900	-	-	-	-	25,900	-	-	-
40	1	EPPING RD	12,900	40	1	BROWN PAGE & MARY LV TR	Location: EPPING RD- LOT 10	12,900	12,900	12,900	-	-	-	-	12,900	-	-	-
40	1	EPPING RD	7,100	40	1	BROWN PAGE & MARY LV TR	Location: EPPING RD	7,100	7,100	7,100	-	-	-	-	7,100	-	-	-
40	1	EPPING RD	5,700	40	1	BROWN PAGE & MARY LV TR	Location: EPPING RD	5,700	5,700	5,700	-	-	-	-	5,700	-	-	-
40	9	1 CROWN RD	16,100	40	9	NEW HAMPSHIRE STATE OF	Location: 1 CROWN RD	16,100	16,100	16,100	-	-	-	-	16,100	-	-	-
40	10	4 CROWN RD	436,100	40	10	CROWN ROAD REALTY LLC	Location: 4 CROWN RD	436,100	436,100	436,100	-	-	-	-	436,100	-	-	-
40	11	191 EPPING	1,319,200	40	11	NET LEASE REALTY INC	Location: 191 EPPING RD	1,319,200	1,319,200	1,319,200	1.36	0.13	1.24	-	1,319,200	1.36	0.13	1.37
40	12	ROUTE 101	674	40	12	CARLEW W SCOTT III	Location: ROUTE 101	674	674	674	-	-	-	-	674	-	-	-
41	5	EPPING RD	18,200	41	5	MEMPHIS REALTY TRUST	Location: EPPING RD- LOT 02	18,200	18,200	18,200	-	-	-	-	18,200	-	-	-
41	6	EPPING RD	181,500	41	6	NEW HAMPSHIRE STATE OF	Location: EPPING RD- LOT 04	181,500	181,500	181,500	-	-	-	-	181,500	-	-	-
41	7	EPPING RD	33,600	41	7	MEMPHIS REALTY TRUST	Location: EPPING RD- LOT 04	33,600	33,600	33,600	-	-	-	-	33,600	-	-	-
41	8	EPPING RD	11,000	41	8	MEMPHIS REALTY TRUST	Location: EPPING RD- LOT 06	11,000	11,000	11,000	-	-	-	-	11,000	-	-	-
41	9	EPPING RD	8,400	41	9	MEMPHIS REALTY TRUST	Location: EPPING RD- LOT 07	8,400	8,400	8,400	-	-	-	-	8,400	-	-	-
41	10	EPPING RD	11,100	41	10	MEMPHIS REALTY TRUST	Location: EPPING RD- LOT 08	11,100	11,100	11,100	-	-	-	-	11,100	-	-	-
41	11	EPPING RD	11,000	41	11	MEMPHIS REALTY TRUST	Location: EPPING RD- LOT 08	11,000	11,000	11,000	-	-	-	-	11,000	-	-	-
41	12	EPPING RD	71,200	41	12	MEMPHIS REALTY TRUST	Location: EPPING RD- LOT 09	71,200	71,200	71,200	-	-	-	-	71,200	-	-	-
46	1	12 CONTINENTAL	1,574,600	46	1	CONTINENTAL DRIVE LLC	Location: 60 GOURMET PL	1,574,600	1,574,600	1,574,600	8.17	0.84	7.31	-	1,574,600	8.17	0.84	7.31
46	2	20 CONTINENTAL	409,600	46	2	GARIBSON GLEN LLC	Location: 20 CONTINENTAL DR	409,600	409,600	409,600	0.84	0.08	0.76	-	409,600	0.84	0.08	0.76
46	3	22 CONTINENTAL	1,240,400	46	3	GARIBSON GLEN LLC	Location: 22 CONTINENTAL DR	1,240,400	1,240,400	1,240,400	6.75	0.65	6.10	-	1,240,400	6.75	0.65	6.10
46	4	11 CONTINENTAL	1,327,200	46	4	PERITY CORPORATE CENTER LLC	Location: 11 CONTINENTAL DR	1,327,200	1,327,200	1,327,200	7.40	0.65	6.75	-	1,327,200	7.40	0.65	6.75
46	5	19 CONTINENTAL	234,100	46	5	HOLDING COURT LLC	Location: 19 CONTINENTAL DR	234,100	234,100	234,100	-	-	-	-	234,100	-	-	-
46	6	15 CONTINENTAL	403,200	46	6	HOLDING COURT LLC	Location: 15 CONTINENTAL DR	403,200	403,200	403,200	-	-	-	-	403,200	-	-	-
46	7	15 CONTINENTAL	2,796,300	46	7	HOLDING COURT LLC	Location: 15 CONTINENTAL DR	2,796,300	2,796,300	2,796,300	16.19	1.60	14.59	-	2,796,300	16.19	1.60	14.59
47	1	156 EPPING	2,116,400	47	1	156 EPPING ROAD LLC	Location: 156 EPPING RD	2,116,400	2,116,400	2,116,400	17.89	1.60	16.19	-	2,116,400	17.89	1.60	16.19
47	2	156 EPPING	1,618,400	47	2	156 EPPING ROAD LLC	Location: 156 EPPING RD	1,618,400	1,618,400	1,618,400	-	-	-	-	1,618,400	-	-	-
47	3	3 CONTINENTAL	237,700	47	3	B-D CONTINENTAL DRIVE LLC	Location: 3 CONTINENTAL DR	237,700	237,700	237,700	-	-	-	-	237,700	-	-	-
47	4	3 CONTINENTAL	193,600	47	4	B-D CONTINENTAL DRIVE LLC	Location: 3 CONTINENTAL DR	193,600	193,600	193,600	-	-	-	-	193,600	-	-	-
47	5	160 EPPING	922,000	47	5	DABROWSKI REALTY HOLDINGS OF NH	Location: 160 EPPING RD	922,000	922,000	922,000	-	-	-	-	922,000	-	-	-
47	6	160 EPPING	470,900	47	6	HARDY CHRISTINA M	Location: 160 EPPING RD	470,900	470,900	470,900	-	-	-	-	470,900	-	-	-
47	7	2 CONTINENTAL	470,900	47	7	HARDY CHRISTINA M	Location: 2 CONTINENTAL DR	470,900	470,900	470,900	-	-	-	-	470,900	-	-	-
47	8	162 EPPING	458,900	47	8	MARKIE MARCIA	Location: 162 EPPING RD	458,900	458,900	458,900	-	-	-	-	458,900	-	-	-
47	9	162 EPPING	458,900	47	9	MARKIE MARCIA	Location: 162 EPPING RD	458,900	458,900	458,900	-	-	-	-	458,900	-	-	-
47	4	164 EPPING	1,396,100	47	4	EDMUNDS RICHARD	Location: 164 EPPING RD	1,396,100	1,396,100	1,396,100	8.24	0.76	7.48	-	1,396,100	8.24	0.76	7.48
47	5	8 CONTINENTAL	219,500	47	5	EDMUNDS RICHARD	Location: 8 CONTINENTAL DR UNIT A	219,500	219,500	219,500	3.36	0.30	3.06	-	219,500	3.36	0.30	3.06
47	6	8 CONTINENTAL	294,100	47	6	EDMUNDS RICHARD	Location: 8 CONTINENTAL DR UNIT B	294,100	294,100	294,100	4.61	0.40	4.21	-	294,100	4.61	0.40	4.21
47	7	8 CONTINENTAL	294,100	47	7	EDMUNDS RICHARD	Location: 8 CONTINENTAL DR UNIT C	294,100	294,100	294,100	4.61	0.40	4.21	-	294,100	4.61	0.40	4.21
47	8	8 CONTINENTAL	156,000	47	8	TUNSTALL HOWARD W III	Location: 8 CONTINENTAL DR UNIT D	156,000	156,000	156,000	2.40	0.21	2.19	-	156,000	2.40	0.21	2.19
47	9	8 CONTINENTAL	133,700	47	9	MCLEAN CHRISTOPHER W	Location: 8 CONTINENTAL DR UNIT E	133,700	133,700	133,700	6.98	0.65	6.33	-	133,700	6.98	0.65	6.33
47	10	8 CONTINENTAL	117,200	47	10	SHERREL HOLDINGS LLC	Location: 8 CONTINENTAL DR UNIT F	117,200	117,200	117,200	14.30	1.45	12.85	-	117,200	14.30	1.45	12.85
47	11	8 CONTINENTAL	225,900	47	11	SHERREL HOLDINGS LLC	Location: 8 CONTINENTAL DR UNIT G	225,900	225,900	225,900	6.05	0.54	5.51	-	225,900	6.05	0.54	5.51
47	12	8 CONTINENTAL	143,200	47	12	SHERREL HOLDINGS LLC	Location: 8 CONTINENTAL DR UNIT H	143,200	143,200	143,200	14.30	1.45	12.85	-	143,200	14.30	1.45	12.85
47	13	8 CONTINENTAL	205,500	47	13	SHERREL HOLDINGS LLC	Location: 8 CONTINENTAL DR UNIT H	205,500	205,500	205,500	6.00	0.54	5.46	-	205,500	6.00	0.54	5.46
47	14	8 CONTINENTAL	117,200	47	14	EXETER TOWN OF	Location: 8 CONTINENTAL DR	117,200	117,200	117,200	-	-	-	-	117,200	-	-	-
47	15	8 CONTINENTAL	1,045,700	47	15	614 REALTY TR LLC	Location: 8 CONTINENTAL DR	1,045,700	1,045,700	1,045,700	-	-	-	-	1,045,700	-	-	-
47	16	8 CONTINENTAL	968,500	47	16	614 REALTY TR LLC	Location: 8 CONTINENTAL DR #1	968,500	968,500	968,500	-	-	-	-	968,500	-	-	-
47	17	8 CONTINENTAL	659,200	47	17	DOG LLC	Location: 10 CONTINENTAL DR #1	659,200	659,200	659,200	-	-	-	-	659,200	-	-	-
47	18	8 CONTINENTAL	386,700	47	18	DOG LLC	Location: 10 CONTINENTAL DR #2	386,700	386,700	386,700	-	-	-	-	386,700	-	-	-
47	19	8 CONTINENTAL	455,700	47	19	164 EPPING RD LLC	Location: 30 JULIAN LN	455,700	455,700	455,700	9.15	0.84	8.31	-	455,700	9.15	0.84	8.31
47	20	8 CONTINENTAL	240,000	47	20	164 EPPING RD LLC	Location: 8 CONTINENTAL DR	240,000	240,000	240,000	-	-	-	-	240,000	-	-	-
47	21	8 CONTINENTAL	4,254	47	21	MARTIN'S MANAGEMENT	Location: 170 EPPING RD	4,254	4,254	4,254	7.09	0.65	6.39	-	4,254	7.09	0.65	6.39
47	22	8 CONTINENTAL	101,818	47	22	RING NEVIN M SR IRREVOCABLE TR	Location: EPPING RD	101,818	101,818	101,818	-	-	-	-	101,818	-	-	-
47	23	8 CONTINENTAL	371,121	47	23	CCT ASSOCIATES	Location: 159 EPPING RD	371,121	371,121	371,121	-	-	-	-	371,121	-	-	-
47	24	8 CONTINENTAL	5,099,100	47	24	CCT ASSOCIATES	Location: 159 EPPING RD	5,099,100	5,099,100	5,099,100	-	-	-	-	5,099,100	-	-	-
47	25	8 CONTINENTAL	353,000	47	25	BEFIO SCHULTZ STERRE	Location: 40 INDUSTRIAL DR	353,000	353,000	353,000	-	-	-	-	353,000	-	-	-
47	26	8 CONTINENTAL	1,810,400	47	26	SEWELL STEVEN C	Location: 41 INDUSTRIAL DR	1,810,400	1,810,400	1,810,400	-	-	-	-	1,810,400	-	-	-
47	27	8 CONTINENTAL	3,198,100	47	27	SEWELL STEVEN C	Location: 37 INDUSTRIAL DR	3,198,100	3,198,100	3,198,100	-	-	-	-	3,198,100	-	-	-
47	28	8 CONTINENTAL	1,662,100	47	28	BOAT-GARTEN LLC	Location: 57 INDUSTRIAL DR	1,662,100	1,662,100	1,662,100	-	-	-	-	1,662,100	-	-	-
47	29	8 CONTINENTAL	313,600	47	29	SUNDEY TRUST	Location: 11 COMMERCE WAY	313,600	313,600	313,600	-	-	-	-	313,600	-	-	-
47	30	8 CONTINENTAL	331,400	47	30	NORTHEAST DISTRIBUTION LTD	Location: 4 COMMERCE WAY	331,400	331,400	331,400	-	-	-	-	331,400	-	-	-
47	31	8 CONTINENTAL	1,071,400	47	31	JAMRIS REALTY LLC	Location: 6 COMMERCE WAY	1,071,400	1,071,400	1,071,400	-	-						

Epping Road TIF

2015 Map	2016 Map	Original Reported on 2015 MS1	2016 Assessed Value	Original TIF Assessed Value (as of 4/1/15)	2016 Captured Assessed Value	Total Tax Assessed \$	Less State Education Tax \$2.41	TIF Retained Texas \$24.83	Empt Properties On Original 2015 MS1	2017 Captured Assessed Value	2017 Captured Assessed Value	Total Tax Assessed \$	Less State Education Tax \$2.41	TIF Retained Texas \$24.83	Empt Properties On Original 2015 MS1	
55	75	700	MEETING PL	55	75	100	FELDER KLEPAL PROPERTIES LLC	MEETING PLACE DR	457,000	457,000	848	22,700	(12,233.89)	(1,073.95)	1.99	(11,159.94)
56	3	1	24 CONTIN	56	3	1	GARRISON GLEN LLC	MEETING PLACE DR	848	786	62	1.63	0.15	1.48	0	(19.19)
62	90	1	LITTLE RIV	62	90	1	CALVARY BAPTIST CHURCH	12 LITTLE RIVER RD	263,900	263,900	295,400	7,907.85	694.19	7,213.67	0	3,450.09
62	90	1	LITTLE RIV	62	90	1	CALVARY BAPTIST CHURCH	12 LITTLE RIVER RD	430,200	430,200	150,200	4,014.24	84.15	3,830.09	0	33,810.04
62	111	1	5 BRENTW	62	111	1	WASHBURN PARTNERS A REV TR	5 BRENTWOOD RD	424,100	424,100	975,800	26,121.17	2,783.13	23,338.04	0	(10,354.53)
62	112	1	74 EPPING R	62	112	1	GREAT BAY RIDES COMPANY INC	74 EPPING RD	299,300	299,300	424,100	11,825.19	1,996.64	9,828.55	0	(7,308.31)
62	113	1	74 EPPING R	62	113	1	GREAT BAY RIDES COMPANY INC	74 EPPING RD	299,300	299,300	35,100	953.07	83.07	870.00	0	505,720.45
62	114	1	78 EPPING R	62	114	1	EPPING ROAD LLC	78 EPPING RD	79,919.224	78,629.483	1,293,761	33,948.29	3,117.96	30,830.32	0	46,686.79
Original Reported on 2015 MS1							GRK Retained amount	Total Reported on 2016 MS1	1,669,100	1,669,100	173,300	4,797	4,027.53	39,774.65	0	48,345
								Great Bay Rtd new total	1,669,100	1,669,100	173,300	4,797	4,027.53	39,774.65	0	48,345
									1,669,100	1,669,100	173,300	4,797	4,027.53	39,774.65	0	48,345
									81,764,624	81,764,624	3,136,161	82,993	7,558.15	74,734.72	0	Retained Tax Dollars
																including GRK
																33,948

FUTURE CKT DEVELOPMENT
COMMERCIAL ENTRANCE (3 LANES) 200'



FUTURE INSTALLATION

3500 GRANITE CURB (SGC)

* ALL WORK TO MEET TOWN SPECIFICATIONS & STANDARDS.

EXISTING ROAD TO RT 101

EXISTING ROAD TO EXETER

350' (3 LANES) (+ 1 FUTURE LEFT TURN LANE)

350' (3 LANES) (+ 1 FUTURE RIGHT TURN LANE)

PROPOSED NB/S INTERSECTION

EXISTING ROAD / CONTINENTAL DRIVE

11/14/2017 Δ 11/21/2017

CONTINENTAL DRIVE

3500 GRANITE CURB

200'

(3 LANES)

14' WIDE (THP) SGC

SGC




SGC

SGC

SGC

SGC

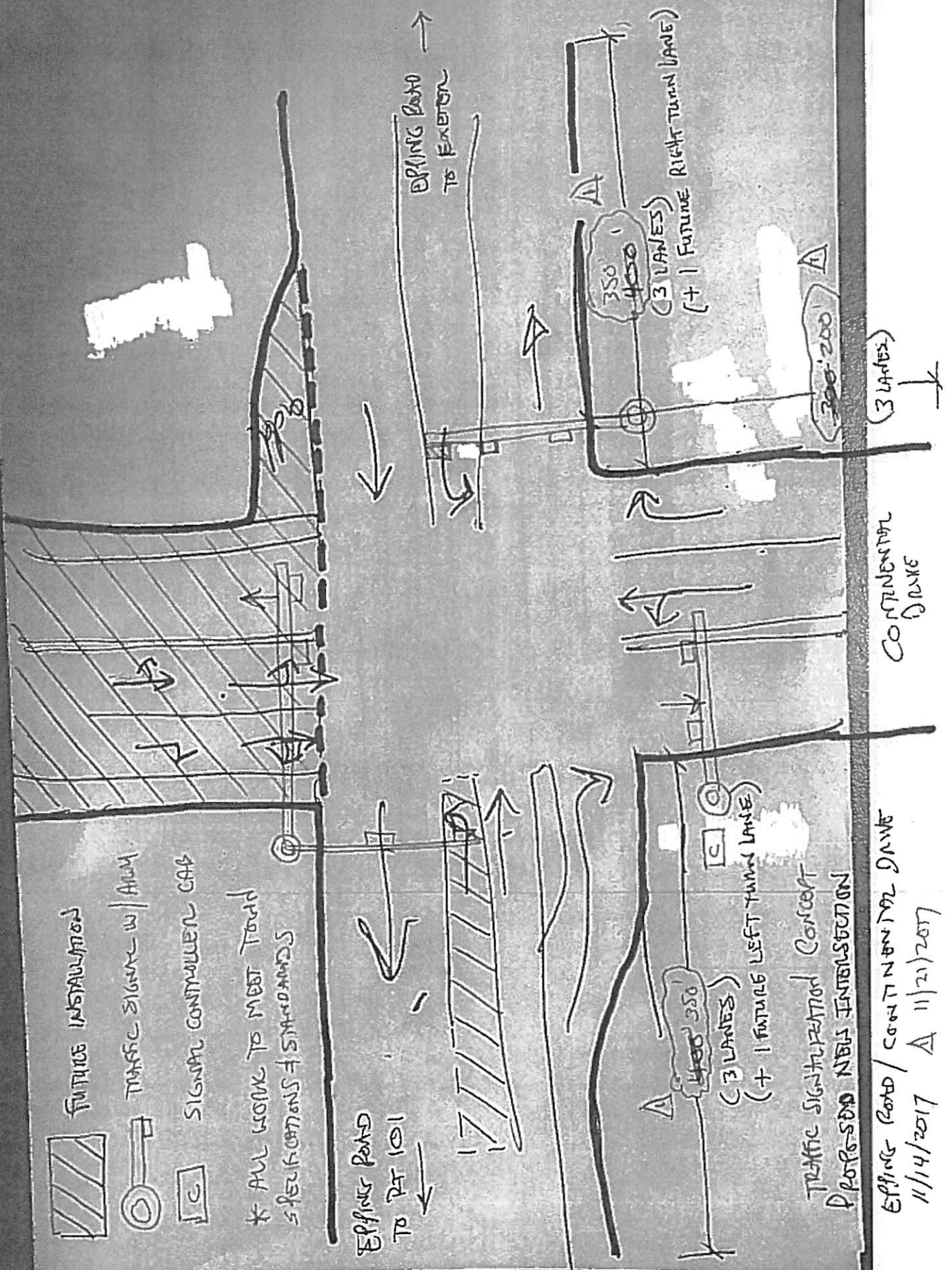
FUTURE CKT DEVELOPMENT
COMMERCIAL ENTRANCE (3 LANES) 200' A

-  FUTURE INSTALLATION
-  TRAFFIC SIGNAL W/ ARM
-  SIGNAL CONTROLLER CAB

* ALL WORK TO MEET TOWN SPECIFICATIONS + STANDARDS

BRING ROAD TO RT 101

BRING ROAD TO EXISTEN



TRAFFIC SIGNALIZATION CONCEPT
PROPOSED NBUS INTERSECTION

BRING ROAD / CONTINENTAL DRIVE
11/14/2017 A 11/21/2017

Memo

To: Board of Selectmen
From: Darren Winham, Director
CC: Russell Dean, Town Manager
Date: 1/4/17
Re: Vino e Vivo, LLC 79-E request

Vino e Vivo LLC, owner of 163 Water Street, Unit C-1, is requesting from the Town of Exeter consideration for the Community Revitalization Tax Relief Incentive (RSA 79-E). Enclosed please find Vino e Vivo LLC's application received on December 27, 2017. 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 \$104,000 which meets the 15% of the assessed valuation requirement set forth in Section 2 as the current unit is valued at \$107,800. 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 determine 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 eleven (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; Vino e Vivo LLC Application; Substantial Rehabilitation Budget; Plans of the property; National Register of Historic Places Nomination Form (as consideration for Section 5.4), and, Vino e Vivo LLC draft covenant for 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 shall 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.

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 Proposed District Areas:

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

FOOD SERVICE MECHANICAL SCHEDULE

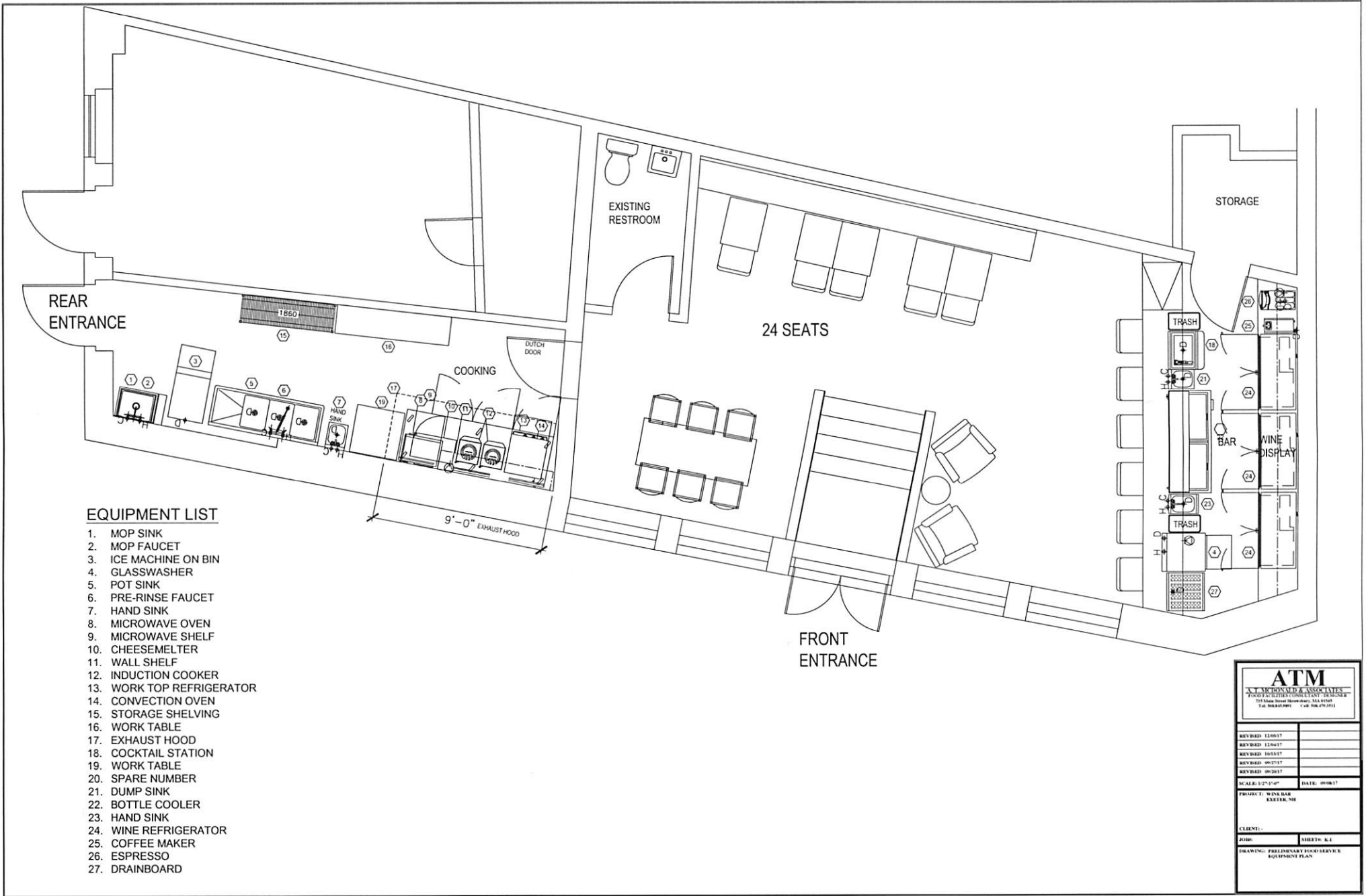
ITEM NO	QTY	DESCRIPTION	MANUFACTURER	MODEL NUMBER	VOLTS	PHASE	AMPS	KW	HP	DIRECT	PLUG	COLD WATER SIZE (IN)	HOT WATER SIZE (IN)	DIRECT DRAIN SIZE (IN)	DRAIN SIZE (IN)	VENT SIZE (IN)	EQUIPMENT REMARKS	ITEM NO
1	1	MOP SINK	JOHN BOOS & CO	EMS-20114-4														1
2	1	MOP FAUCET	FISHER	8253								1/2	1/2					2
3	1	ICE MACHINE	HOBAS/AMERICA	ALMADAMH	115	1	8.2			X		1/2			3/4			3
3.1	1	ICE BIN	HOBAS/AMERICA	3-3000FF											3/4			3.1
4	1	DISHWASHER	CHAMPION INDUSTRIES	JAL130	115	1	17	7.8	1.0	X		1/2			1/2		WASTE TO GREASE TRAP	4
5	1	THREE COMP. SINK	JOHN BOOS & CO	HUB08-1D11R														5
6	1	PRE-RINSE FAUCET	FISHER	3498														6
7	1	HAND SINK	ROVINE METAL	H2-4L								1/2	1/2					7
8	1	MICROWAVE OVEN	ICP INC	MES1005	120	1	13.0	1.6			X	1/2	1/2				PROVIDE WALL BACKING	8
9	1	MICROWAVE SHELF	ADVANCE TAPCO	MESH2K														9
10	1	CHEESEMEATER	JOHN WOOD	SUR22	208	1	1.6	2.1			X						PROVIDE WALL BACKING	10
11	1	WALL MOUNT SHELF	JOHN BOOS & CO	SP017Z	120	1	1.6	1.8			X							11
12	2	INDUCTION COOKER	TRUUE FOOD SERVICE	TRU120	120	1	8.7	1.07	1.07	X								12
13	1	INDUCTION COOKER	TRUUE FOOD SERVICE	TRU120	120	1	8.7	1.07	1.07	X								13
14	1	CONVECTION OVEN	HOLZMANN	AD01	208	1	11.0	2.4			X							14
15	1	WIRE SHELFING	SEE PLAN															15
16	1	WORK TABLE	CUSTOM															16
17	1	EXHAUST HOOD	18-24-7														VERIFY ALL UTILITY REQUIREMENTS W/ M.O. OWNER	17
18	1	COGNAC STATION	ROVINE METAL	18-24-7														18
18.1	1	SPRINKLER	ROVINE METAL	5-2-1														18.1
19	1	WORK TABLE	JOHN BOOS & CO	51813-30055K														19
20	1	SPARE NUMBER																20
21	1	DUMP SINK	JOHN BOOS & CO	EURO5-11181D								1/2	1/2					21
22	1	BOTTLE COOLER	TRUUE FOOD SERVICE	TRU65-2-1	115	1	8.8	1.0	1.0	X								22
23	1	HAND SINK	JOHN BOOS & CO	EURO5-11181D								1/2	1/2					23
24	3	WIRE REFRIGERATOR	PERLOR	MC60WS	115	1	2.8	0.37	0.37	X								24
25	1	COFFEE MAKER	FRANCE	22011003	120	1	12.7	1.5			X							25
26	1	ESPRESSO MACHINE	FRANCE	142501	208	1	24.0	4.8			X	1/2	3/8					26
27	1	BOARDSHED	ROVINE METAL	142501														27

NOTE:
 ALL FOOD SERVICE EQUIPMENTS TO BE
 MECHANICAL REQUIREMENTS TO BE
 COORDINATED WITH THE FOOD SERVICE
 EQUIPMENT SPEC. (CUT SHEETS) BOOK.
 ALL ITEMS SUPPLIED BY OWNER.
 SHOULD BE VERIFIED BY CONTRACTORS

ATM
 THE AMERICAN TOOL MERCHANT
 1400 W. 14TH AVENUE, SUITE 100
 DENVER, CO 80202

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ATM
 A. J. ANDERSON & ASSOCIATES
 FOODSERVICE CONSULTANT - DESIGNER
 757 South Street, Westbury, NY 11591
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REVISED: 12/05/17	
REVISED: 12/06/17	
REVISED: 10/13/17	
REVISED: 09/27/17	
REVISED: 09/28/17	
SCALE: 1/2"=1'-0"	DATE: 09/08/17
PROJECT: WINE BAR EXETER, NH	
CLIENT: -	
DRAWN: -	SHEET: 8.1
DRAWING: PRELIMINARY FOOD SERVICE EQUIPMENT PLAN	

TOWN OF EXETER, NH
COVENANT TO PROTECT PUBLIC BENEFIT
Vino e Vivo, LLC of 163 Water Street, Unit C-1, Exeter, NH
Per RSA 79E (Community Revitalization Tax Relief Incentive)

Vino e Vivo, LLC of 163 Water Street, Unit C-1, Exeter, NH 03833 (the "GRANTOR"), owner of property situated at 163 Water Street, Exeter, NH and further identified as Town Tax map 72, Lot 17-1 (the "PROPERTY"), for itself and for its successors and assigns, and for consideration of tax relief granted to GRANTOR by the Town of Exeter, with a principal address of 10 Front Street, Exeter, County of Rockingham, State of New Hampshire (the "GRANTEE"), pursuant to the provisions of RSA 79-E, agree to the following covenants imposed by the GRANTEE.

These covenants are made in exchange for 7 years of property tax relief (5 years as the GRANTEE has determined the property eligible as a "qualifying structure" per RSA 79-E:2, II and an additional 2 years as the GRANTEE has determined the property is located within and important to a locally designated historic district per RSA 79-E:5, III) granted with respect to the PROPERTY as a result of the substantial rehabilitation ("rehabilitation" or "redevelopment") of the PROPERTY to be accomplished by the GRANTOR in accordance with GRANTOR'S proposed redevelopment. The specific approved scope of work is detailed in the "VINO E VIVO LLC - COMMUNITY REVITALIZATION TAX RELIEF APPLICATION (PER RSA 79-E)" approved by GRANTEE (by vote of the Exeter Board of Selectmen) on _____, incorporated herewith and attached hereto (the "proposal" or the "application").

These covenants are to protect the public benefit in accordance with the provisions of RSA 79-E for a term of 7 years beginning on April 1st of the first tax year commencing immediately after the completion of the redevelopment work. Notwithstanding the foregoing, the

contemplated tax relief shall be null and void if the proposed redevelopment work is not completed by _____.

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

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

- 1) Enhances the economic vitality of downtown Exeter (RSA 79-E:7, I); and
- 2) 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 (RSA 79-E:7, II); and
- 3) Promotes the preservation and reuse of existing building stock throughout Exeter 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 (RSA 79-E:7, II-a); and
- 4) Promotes development of Exeter's municipal center, providing for efficiency, safety and a greater sense of community consistent with RSA 9-B (RSA 79-E:7, III).

These covenants, which are 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 7-year tax relief period, are as follows:

GRANTOR'S COVENANTS:

~~REDEVELOPMENT OF PROPERTY:~~ The GRANTOR agrees to redevelop the PROPERTY during the term described herein in accordance with GRANTOR'S proposal. The redevelopment contemplated by GRANTOR'S proposal shall be completed by the GRANTOR on or before _____. All of the work detailed in GRANTOR'S proposal, to include any amendments approved by the Town thereto, must be completed in order for the tax relief to take effect. If only some of the work contemplated by GRANTOR'S proposal is completed prior to _____, 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 PROPERTY 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:8. The GRANTOR agrees to continue to use the PROPERTY as described in the attached proposal. The use of the PROPERTY shall not be converted to a different use inconsistent with the description in the attached proposal without the written authorization of the Town.

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, this property tax relief may be reduced or terminated by the GRANTEE after the procedure outlined in 79-E:9, I. In such case, the GRANTEE reserves the right to assess all property taxes on the PROPERTY to the GRANTOR, or its successors or assigns, as though no tax relief was granted, with interest in accordance with RSA 79-E:9, I and II. Provided that the GRANTOR complies with all the terms of these covenants, the property tax relief will commence upon the completion of the substantial rehabilitation, but in any event no later than _____, and will end seven 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 the PROPERTY 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 the PROPERTY, with a copy to the governing body of the Town of Exeter, of the sums of tax relief accorded during the term of the tax relief described herein. 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 PROPERTY. If, during the term of these covenants, the GRANTOR shall fail to maintain and use the PROPERTY in conformity herewith or shall cause the PROPERTY to significantly deteriorate or be demolished or removed, the GRANTEE reserves the right to terminate the tax relief which is the subject of these covenants and may assess to the GRANTOR, its successors or assigns, all taxes as though no tax relief was granted, with interest, per RSA 79-E:9.

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 notice shall articulate the nature of the breach and provide specific instructions regarding the required corrective action. GRANTEE'S notice shall be delivered in hand or by certified mail, return receipt requested to the GRANTOR. The GRANTOR shall have a reasonable amount of time, but in no case less than 30 days after receipt of such notice, to undertake the required corrective 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 corrective 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 these covenants 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 _____ day of _____, 201

Witness

GRANTOR: Vino e Vivo LLC

By: Anthony Callendrello, Manager

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

On this ____ day of _____, 201 personally appeared the above
Anthony Callendrello, Manager of Vino e Vivo 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.

Notary Public Notary Public/Justice of the Peace

My commission expires: _____

ACCEPTED this ____ day of _____, 201 by the Town of Exeter

TOWN OF EXETER

10 Front Street

Exeter, NH 03833

By: _____

Don Clement

Chairman, Exeter Board of Selectmen

By: _____

Dan Chartrand

By: _____

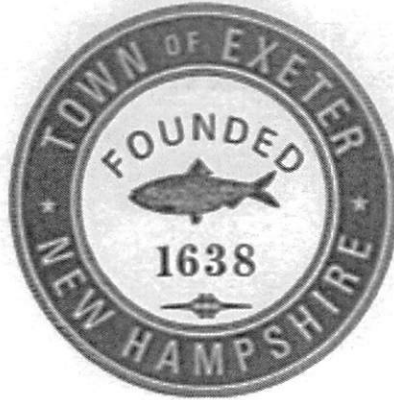
Kathy Corson

By: _____

Julie Gilman

By: _____

Anne Surman



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): Merrill Block

Building Address: 163 Water Street, Unit C-1

Eligible Zoning District C-1 Central/Downtown Tax Map 72 Lot 17-1

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 Owner

Owner's Name Vino e Vivo, LLC

Address: _____

Address: 28 Park Street

City/Town: _____ State: _____ Zip: _____

City/Town: Exeter State: NH Zip: 03833

Phone _____ Fax: _____

Phone (603) 512-9174 Fax: _____

E-mail: _____

E-mail: acallendrello@vinoevivo.com

Existing Building Information:

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

Until November 2017, condominium was as a retail clothing consignment shop with single owner/proprietor.

Gross Square Footage of Building: 840 Year Building was Built: 1873

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 important to locally designated historic district? Yes No

Part of Exeter
Waterfront Commercial
Historic District

Project Description

Proposed Uses (describe use, size, and number of employees): Propose to convert the space into a 24 seat wine bar/restaurant. Approximately 600 square feet will be used for patrons and 240 square feet for kitchen/storage. It is anticipated that the business will have between 4 and 6 employees

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: The proposed use as a wine bar restaurant will increase foot traffic in the western part of downtown, and will enhance the reputation of Exeter as a dining destination. Further, given the location on a walkway to the river, it will increase foot traffic to the river to the benefit of current and future businesses located on the river side of the Water Street buildings.

Enhances and improves a culturally or historically important structure Yes No

If yes, please describe: The space was converted into a commercial condominium in the 1980s. The proposed use will renovate the space and expose architectural elements (e.g. stone and brick foundations that were covered over in the condominium conversion). Further, all of the mechanical systems will be upgraded to energy efficient units.

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: The location within walking distance from downtown residences means that those residents will not have to drive. Active use of the space during the evening hours will increase the safety of people using the stairs and walkway to the river and river-facing businesses. The use of the space as a wine bar/restaurant will provide a location for downtown and other residents and visitors to gather.

If 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:



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									
2018 Preliminary Budget Summary				Version #3 - 1/5/2018					
DEPARTMENT		2016 Actual	2017 Budget	2018 BOS Budget	2018 BOS Budget vs. 2017 Budget \$ Increase/-(Decrease)	2018 BOS Budget vs. 2017 Budget %-Difference	% of Total OP Budget		
Fire									
501	Administration	528,266	553,644	558,793	5,149	0.9%	3.0%		
503	Fire Suppression	2,930,446	3,036,786	3,011,162	(25,624)	-0.8%	16.2%		
504	Emergency Management	23,411	27,937	26,937	(1,000)	-3.6%	0.1%		
505	Health	148,123	155,698	130,681	(25,017)	-16.1%	0.7%		
Total Fire		3,630,246	3,774,066	3,727,573	(46,493)	-1.2%	20.1%		
Public Works - General Fund									
601	Administration & Engineering	338,748	399,866	357,920	(41,945)	-10.5%	1.9%		
602	Highways & Streets	1,937,741	2,121,717	2,017,724	(103,993)	-4.9%	10.9%		
603	Snow Removal	230,807	281,631	314,707	33,076	11.7%	1.7%		
604	Solid Waste Disposal	876,937	908,556	1,093,165	184,610	20.3%	5.9%		
605	Street Lights	167,685	150,000	150,000	-	0.0%	0.8%		
618	Stormwater	74,670	60,000	60,000	-	-	0		
Total Public Works - GF		3,626,588	3,921,769	3,993,517	71,748	1.8%	21.5%		
Maintenance									
606	General	461,705	470,314	470,935	621	0.1%	2.5%		
615	Mechanics/Garage	206,074	266,876	262,030	(4,846)	-1.8%	1.4%		
607-614	Town Buildings	265,709	282,694	273,150	(9,544)	-3.4%	1.5%		
616	Maintenance Projects	109,260	97,178	100,000	2,822	2.9%	0.5%		
Total Maintenance		1,042,748	1,117,063	1,106,116	(10,947)	-1.0%	6.0%		
Welfare & Human Services									
710	Welfare	82,846	37,778	37,387	(391)	-1.0%	0.2%		
711	Human Services	108,035	100,000	107,500	7,500	7.5%	0.6%		
Total Welfare & Human Services		190,881	137,778	144,887	7,109	5.2%	0.8%		
Parks & Recreation									
801	Recreation	298,146	312,931	313,895	964	0.3%	1.7%		
802	Parks	177,522	183,919	212,361	28,442	15.5%	1.1%		
Total Parks & Recreation		475,668	496,850	526,256	29,406	5.9%	2.8%		
Other Culture/Recreation									
116/804	Other Culture/Recreation	20,085	20,001	23,001	3,000	15.0%	0.1%		
805	Special Events	14,858	14,500	15,000	500	3.4%	0.1%		
Total Other Culture/Recreation		34,943	34,501	38,001	3,500	10.1%	0.2%		
Public Library									
901	Library	927,415	1,002,526	1,014,633	12,107	1.2%	5.5%		
Total Library		927,415	1,002,526	1,014,633	12,107	1.2%	5.5%		

Town of Exeter							
2018 Preliminary Budget Summary				Version #3 - 1/5/2018			
DEPARTMENT		2016 Actual	2017 Budget	2018 BOS Budget	2018 BOS Budget vs. 2017 Budget \$ Increase/-(Decrease)	2018 BOS Budget vs. 2017 Budget %-Difference	% of Total OP Budget
Debt Service & Capital							
921-923	Debt Service	780,689	695,795	1,014,970	319,175	45.9%	5.5%
117	Vehicle Replacement/Lease	455,924	474,027	504,778	30,751	6.5%	2.7%
117	Misc. Expense	2,996	3	3	-	0.0%	0.0%
117	Cemetaries	-	-	1	1		0.0%
118	Capital Outlay - Other	-	8,906	54,501	45,595	512.0%	0.3%
Total Debt Service & Capital		1,239,609	1,178,731	1,574,253	395,522	33.6%	8.5%
Benefits & Taxes							
931	Health Insurance Buyout	164,617	102,051	120,368	18,316	17.9%	0.6%
933	Unemployment	-	2,046	43	(2,003)	-97.9%	0.0%
937	Worker's Compensation	186,384	198,872	203,250	4,378	2.2%	1.1%
114/941	Insurance	144,027	113,529	111,205	(2,324)	-2.0%	0.6%
Total Benefits & Taxes		495,028	416,498	434,866	18,367	4.4%	2.3%
Total GF Operating Budget		17,343,518	18,220,373	18,571,689	351,316	1.93%	100.0%
Other Appropriations - Warrant Articles							
	Sidewalk Program			120,000	120,000		
	Snow/Ice Deficit Fund	50,000	50,000	50,000	-		
	Sick Leave Expendable Trust Fund	75,000	50,000	100,000	50,000		
	TAP Grant Match/Sidewalks		541,261		(541,261)		
	Portable Radios			73,897	73,897		
	Downtown Parking/Traffic				-		
	Master Plan Update	50,000			-		
	Complete Streets Study				-		
	Highway Dump Truck #28	-			-		
	Town Hall Code Compliant Staircase		130,000		(130,000)		
	Intersection Improvements Program			50,000	50,000		
	Cemetery Capital Reserve Fund			27,000	27,000		
	Engine 4 Replacement				-		
	Sportsman's Club Remediation			30,000	30,000		
	Kingston Road Impr.		305,000		(305,000)		
	Downtown Parking Study		-	50,000	50,000		
	Highway Loader #43	-	-	56,340	56,340		
Total Other Approp.-WAR		175,000	1,076,261	557,237	(519,024)	-48.2%	

Town of Exeter		Version #3 - 1/5/2018				
2018 Preliminary Budget Summary						
DEPARTMENT	2016 Actual	2017 Budget	2018 BOS Budget	2018 BOS Budget vs. 2017 Budget \$ Increase/(Decrease)	2018 BOS Budget vs. 2017 Budget % Difference	% of Total OP Budget
Borrowing Other						
Court St. Bridge/Culvert Repl		1,336,000		(1,336,000)		
Lincoln St. Project Phase II		1,702,000		(1,702,000)		
Library Renovation/Expansion			5,049,755	5,049,755		
Recreation Park ReDevelopment			7,100,520	7,100,520		
Total Borrowing Other	-	3,038,000	12,150,275	9,112,275	299.9%	
Total GF & WAR & Borrowing	17,518,517	22,334,634	31,279,201	8,944,567	40.0%	
Water Fund						
621 Administration	362,770	419,387	391,477	(27,910)	-6.7%	11.6%
624 Billing and Collection	144,220	150,676	157,046	6,370	4.2%	4.7%
522 Distribution	824,581	847,768	832,394	(15,374)	-1.8%	24.8%
623 Treatment	663,192	721,139	798,957	77,818	10.8%	23.8%
625-626 Debt Service	808,604	1,102,718	1,119,250	16,532	1.5%	33.3%
627 Capital Outlay	95,475	145,546	62,263	(83,283)	-57.2%	1.9%
952 Approp from Reserves	48,903	-	-	-	0.0%	0.0%
Total WF Operating Budget	2,947,745	3,387,235	3,361,387	(25,849)	-0.8%	100.0%
Other Appropriations - Warrant Articles						
Lincoln St. Project Phase II		168,000	-	(168,000)		
SWTP TTHM Treatment		1,500,000	-	(1,500,000)		
Court St. Bridge/Culvert Repl.		45,000	-	(45,000)		
Groundwater Exploration Program/Surface Water Review			600,000	600,000		
Washington Street Water Line Repl.			665,000	665,000		
Total Other Appropriations	-	1,713,000	1,265,000	(448,000)	-26.2%	
Total Water Fund Appropriations	2,947,745	5,100,235	4,626,387	(473,850)	-9.3%	



State of New Hampshire
Department of Revenue Administration

109 Pleasant Street
PO Box 487, Concord, NH 03302-0487
Telephone (603) 230-5000
www.revenue.nh.gov



John T. Beardmore
Commissioner

Lindsey M. Stepp
Assistant Commissioner

MUNICIPAL AND PROPERTY
DIVISION
Stephan W. Hamilton
Director

July 27, 2017

Josephine Belville
Assistant Director

Judy A. Silva, Executive Director
New Hampshire Municipal Association
25 Triangle Park Drive
Concord, New Hampshire 03301

RE: SB 38 additional appropriation of Highway Block Grant Funds

Dear Ms. Silva:

Thank you for your recent inquiry regarding the additional appropriation of Highway Block Grant Funds made by the legislature in adopting Senate Bill 38. The Department of Revenue understands that this action has inspired a number of questions which I hope can be answered with the following information:

- The provisions of SB 38 include specific language that allows municipalities to accept and expend these funds under the process provided in RSA 31:95-b regardless of whether they have adopted this local option provision;
- There are specific procedural requirements for accepting that include:
 1. Pursuant to RSA 31:95-b, II (a) the board of selectmen is required to hold a public hearing if the amount of the funds received is \$10,000 or greater;
 2. For amounts less than \$10,000 "the board of selectmen shall post notice of the funds in the agenda and shall include notice in the minutes of the board of selectmen meeting in which such moneys are discussed." See RSA 31:95-b, II (b); and,
 3. "The acceptance of unanticipated moneys under this subparagraph shall be made in public session of any regular board of selectmen meeting." See RSA 31:95-b, II (b). (Emphasis added).
- RSA 32:7, IV, provides that money from a state grant for a specific purpose is non-lapsing;
- The money being provided to the municipalities are additional grants under RSA 235:23, I;
- RSA 235:25, provides in pertinent part that, ". . . the unused balance may be carried over to the following municipal fiscal year and expended for highway construction, reconstruction or maintenance purposes." (Emphasis added);
- This amount of additional grant should not be reported as "Highway Block Grant Revenue" on the municipalities 2017 MS-434 Report of Revised Estimated Revenue;
- As dedicated grant funds, the additional grant will not become part of the unassigned fund balance; and,
- Cities and towns are encouraged to inquire of their accountant or accounting firm to determine the appropriate fund where the money will be placed.

Please let me know if you have any further questions or concerns, and please feel free to circulate this letter to your members.

Sincerely,

Stephan W. Hamilton, Director
Municipal and Property Division

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

Amendment to SB 38-FN

1 Amend the bill by replacing section 3 with the following:

2

3 3 Federal and State Highway Aid; Construction and Reconstruction. Amend RSA 235:23-a, III
4 to read as follows:

5 III. *Excluding funds under RSA 260:32-b, III(c) that are used for bridge work*, the
6 commissioner, *based on budget appropriations*, shall allocate *and expend at least 70 percent*
7 *of the funds in the highway and bridge betterment account for the 6 state highway districts in the*
8 *following priority:*

9 (a) [Repealed.]

10 (b) For each state highway district in the state, based upon a formula in which 1/2 of
11 the amount of the funds distributed is based upon the proportion which the mileage of state-
12 maintained class I, class II, and class III highways, excluding turnpikes, in each district, as of
13 January 1 of the previous year, bears to the total of such mileage in the state; and 1/2 of the amount
14 of the funds distributed is based upon the proportion which the number of state maintained class I,
15 class II and class III highway bridges, excluding turnpikes, in each district as of January 1 of the
16 previous year bears to the total of such number of bridges in the state. *Due to timing of*
17 *contracted work and actual expenditures, the commissioner shall use a rolling 5-year*
18 *average to ensure that a minimum of 70 percent of the funds are expended in each district*
19 *based on the formula. The commissioner shall distribute the remaining funds on a*
20 *statewide basis to achieve regional equity based on condition, taking into account*
21 *deviations in bid prices and existing infrastructure condition, excluding funds used for*
22 *emergency repair.*

SB 38 Anticipated Additional Block Grant Funds

Town	Amount		Town	Amount		Town	Amount
ACWORTH	\$ 72,086.46		CONWAY	\$ 217,101.73		HAMPTON FALLS	\$ 58,096.79
ALBANY	\$ 32,933.31		CORNISH	\$ 85,333.36		HANCOCK	\$ 78,547.86
ALEXANDRIA	\$ 72,658.34		CROYDON	\$ 33,002.10		HANOVER	\$ 248,393.71
ALLENSTOWN	\$ 76,856.98		DALTON	\$ 52,929.77		HARRISVILLE	\$ 50,369.83
ALSTEAD	\$ 81,774.93		DANBURY	\$ 74,654.37		HARTS LOCATION	\$ 1,792.47
ALTON	\$ 165,571.33		DANVILLE	\$ 94,048.36		HAVERHILL	\$ 151,249.73
AMHERST	\$ 280,493.03		DEERFIELD	\$ 126,130.50		HEBRON	\$ 23,796.90
ANDOVER	\$ 86,062.34		DEERING	\$ 81,627.38		HENNIKER	\$ 147,118.94
ANTRIM	\$ 81,164.40		DERRY	\$ 578,085.30		HILL	\$ 44,427.71
ASHLAND	\$ 48,654.35		DORCHESTER	\$ 21,594.75		HILLSBOROUGH	\$ 149,282.02
ATKINSON	\$ 136,793.59		DOVER	\$ 510,718.15		HINSDALE	\$ 83,438.37
AUBURN	\$ 137,228.26		DUBLIN	\$ 67,861.74		HOLDERNESS	\$ 61,807.53
BARNSTEAD	\$ 152,093.03		DUMMER	\$ 15,012.22		HOLLIS	\$ 192,344.55
BARRINGTON	\$ 185,620.26		DUNBARTON	\$ 85,002.15		HOOKSETT	\$ 260,243.87
BARTLETT	\$ 89,588.71		DURHAM	\$ 255,707.79		HOPKINTON	\$ 162,889.34
BATH	\$ 63,020.88		EAST KINGSTON	\$ 45,044.75		HUDSON	\$ 465,327.21
BEDFORD	\$ 487,073.81		EASTON	\$ 7,383.99		JACKSON	\$ 35,018.26
BELMONT	\$ 165,695.70		EATON	\$ 36,300.66		JAFFREY	\$ 138,878.11
BENNINGTON	\$ 37,913.09		EFFINGHAM	\$ 69,100.27		JEFFERSON	\$ 39,659.10
BENTON	\$ 12,851.15		ELLSWORTH	\$ 4,949.05		KEENE	\$ 417,356.69
BERLIN	\$ 203,779.42		ENFIELD	\$ 122,160.33		KENSINGTON	\$ 48,895.45
BETHLEHEM	\$ 92,464.87		EPPING	\$ 162,218.13		KINGSTON	\$ 146,515.92
BOSCAWEN	\$ 73,268.85		EPSOM	\$ 110,869.90		LACONIA	\$ 294,633.74
BOW	\$ 189,508.60		ERROL	\$ 4,138.04		LANCASTER	\$ 91,162.53
BRADFORD	\$ 76,730.84		EXETER	\$ 254,066.33		LANDAFF	\$ 25,021.00
BRENTWOOD	\$ 101,752.61		FARMINGTON	\$ 141,656.25		LANGDON	\$ 36,534.81
BRIDGEWATER	\$ 45,016.78		FITZWILLIAM	\$ 86,568.00		LEBANON	\$ 273,615.37
BRISTOL	\$ 80,398.83		FRANCESTOWN	\$ 81,510.08		LEE	\$ 95,184.52
BROOKFIELD	\$ 28,058.28		FRANCONIA	\$ 45,704.63		LEMPSTER	\$ 57,185.66
BROOKLINE	\$ 121,255.95		FRANKLIN	\$ 176,447.66		LINCOLN	\$ 31,043.34
CAMPTON	\$ 110,563.26		FREEDOM	\$ 74,308.73		LISBON	\$ 67,230.37
CANAAN	\$ 135,406.88		FREMONT	\$ 99,049.55		LITCHFIELD	\$ 172,648.92
CANDIA	\$ 96,707.76		GILFORD	\$ 191,147.01		LITTLETON	\$ 151,304.77
CANTERBURY	\$ 81,550.75		GILMANTON	\$ 131,713.87		LONDONDERRY	\$ 519,823.38
CARROLL	\$ 22,623.63		GILSUM	\$ 27,668.43		LOUDON	\$ 150,484.12
CENTER HARBOR	\$ 34,105.14		GOFFSTOWN	\$ 364,762.56		LYMAN	\$ 41,972.66
CHARLESTOWN	\$ 133,664.36		GORHAM	\$ 53,385.76		LYME	\$ 82,896.45
CHATHAM	\$ 11,847.45		GOSHEN	\$ 26,532.71		LYNDEBOROUGH	\$ 73,510.00
CHESTER	\$ 122,044.18		GRAFTON	\$ 76,764.90		MADBURY	\$ 46,425.84
CHESTERFIELD	\$ 129,263.03		GRANTHAM	\$ 57,836.53		MADISON	\$ 86,930.03
CHICHESTER	\$ 77,562.26		GREENFIELD	\$ 65,489.72		MANCHESTER	\$ 1,735,513.41
CLAREMONT	\$ 277,379.33		GREENLAND	\$ 72,684.30		MARLBOROUGH	\$ 64,956.48
CLARKSVILLE	\$ 17,826.33		GREENVILLE	\$ 37,076.27		MARLOW	\$ 38,313.61
COLEBROOK	\$ 81,270.73		GROTON	\$ 22,365.19		MASON	\$ 65,097.24
COLUMBIA	\$ 35,694.10		HAMPSTEAD	\$ 171,402.52		MEREDITH	\$ 182,156.66
CONCORD	\$ 749,030.26		HAMPTON	\$ 267,543.46		MERRIMACK	\$ 499,328.45

SB 38 Anticipated Additional Block Grant Funds

Town		Amount	Town		Amount	Town		Amount
MIDDLETON	\$	52,422.56	RANDOLPH	\$	14,428.19	WAKEFIELD	\$	116,009.33
MILAN	\$	39,924.08	RAYMOND	\$	208,978.67	WALPOLE	\$	119,999.51
MILFORD	\$	278,330.86	RICHMOND	\$	48,366.95	WARNER	\$	111,248.88
MILTON	\$	110,217.34	RINDGE	\$	151,906.73	WARREN	\$	31,964.87
MONROE	\$	28,751.55	ROCHESTER	\$	530,588.40	WASHINGTON	\$	53,479.93
MONT VERNON	\$	79,380.02	ROLLINSFORD	\$	49,829.42	WATERVILLE VALLEY	\$	11,246.51
MOULTONBOROUGH	\$	125,625.98	ROXBURY	\$	15,190.14	WEARE	\$	237,654.30
NASHUA	\$	1,363,049.37	RUMNEY	\$	44,975.93	WEBSTER	\$	61,243.04
NELSON	\$	37,112.88	RYE	\$	116,403.92	WENTWORTH	\$	48,486.27
NEW BOSTON	\$	172,728.33	SALEM	\$	552,996.47	WESTMORELAND	\$	71,440.94
NEW CASTLE	\$	16,860.27	SALISBURY	\$	58,171.98	WHITEFIELD	\$	67,763.70
NEW DURHAM	\$	96,699.83	SANBORNTON	\$	118,042.57	WILMOT	\$	71,639.23
NEW HAMPTON	\$	89,565.91	SANDOWN	\$	139,710.51	WILTON	\$	107,455.42
NEW IPSWICH	\$	127,554.54	SANDWICH	\$	96,322.60	WINCHESTER	\$	119,854.35
NEW LONDON	\$	116,424.76	SEABROOK	\$	152,200.37	WINDHAM	\$	285,146.34
NEWBURY	\$	100,501.82	SHARON	\$	17,496.18	WINDSOR	\$	3,647.04
NEWFIELDS	\$	36,604.32	SHELBURNE	\$	11,078.93	WOLFEBORO	\$	153,088.07
NEWINGTON	\$	32,300.87	SOMERSWORTH	\$	195,014.44	WOODSTOCK	\$	25,429.67
NEWMARKET	\$	154,378.12	SOUTH HAMPTON	\$	19,688.47			
NEWPORT	\$	153,815.88	SPRINGFIELD	\$	50,713.24	TOTAL	\$	30,000,000.00
NEWTON	\$	91,992.34	STARK	\$	36,943.29			
NORTH HAMPTON	\$	87,772.48	STEWARTSTOWN	\$	55,045.52			
NORTHFIELD	\$	108,614.25	STODDARD	\$	30,910.23			
NORTHUMBERLAND	\$	43,970.39	STRAFFORD	\$	108,294.38			
NORTHWOOD	\$	87,444.57	STRATFORD	\$	18,449.97			
NOTTINGHAM	\$	128,171.96	STRATHAM	\$	147,929.13			
ORANGE	\$	18,920.02	SUGAR HILL	\$	43,644.01			
ORFORD	\$	54,779.91	SULLIVAN	\$	33,289.92			
OSSIPEE	\$	153,081.10	SUNAPEE	\$	104,429.79			
PELHAM	\$	272,071.37	SURRY	\$	22,142.85			
PEMBROKE	\$	141,062.92	SUTTON	\$	95,299.14			
PETERBOROUGH	\$	163,965.41	SWANZEY	\$	161,803.33			
PIERMONT	\$	31,534.59	TAMWORTH	\$	109,293.20			
PITTSBURG	\$	54,064.71	TEMPLE	\$	62,218.06			
PITTSFIELD	\$	99,212.55	THORNTON	\$	89,162.43			
PLAINFIELD	\$	99,290.51	TILTON	\$	54,428.79			
PLAISTOW	\$	132,005.19	TROY	\$	47,471.58			
PLYMOUTH	\$	126,577.32	TUFTONBORO	\$	70,710.48			
PORTSMOUTH	\$	369,065.05	UNITY	\$	73,795.06			

General Fund - Existing and Proposed Lease/Purchase Payments, 2018-2023

DRAFT

Updated: 8/7/2017

GENERAL FUND (Existing Lease/Purchase)

Description	Authorized	Issued	1st Pmt	Years	Int. Rate	Funding Source	Original Amt	FY17	FY18	FY19	FY20	FY21	FY22	FY23	Last Pmt
Engine 2 Replacement	2010	2010	2010	7	4.92%	LPA	469,267	67,038	PAID						FY17
Street Sweeper - DPW (a)	2015	2015	2016	5	3.00%	LPA	219,823	36,013	35,733	35,452	PAID				FY20
Fire Alarm Bucket Truck	2015	2015	2016	5	3.00%	LPA	92,291	19,410	19,410	19,410	PAID				FY20
Sno-Go Replacement- Highway	2015	2015	2016	5	2.58%	LPA	128,544	27,035	27,035	27,035	PAID				FY20
Financial Software Replacement	2016	2016	2016	4	1.04%	LPA	243,275	29,235	29,957	30,697	PAID				FY19
Dump Truck- Highway	2016	TBD	2016	5	2.37%	LPA	165,235	31,261	31,261	31,261	31,261	PAID			FY20
Light Duty Vehicle Lease- DPW	2016	2016	2016	5	2.59%	LPA	90,633	15,663	15,663	15,663	15,663	PAID			FY20
Fire Ladder Truck	2013	2014	2014	10	2.52%	LPA	700,995	110,488	110,488	110,488	110,488	110,488	PAID		FY21
CAT 41 Backhoe Replacement	2017	2017	2018	4	2.67%	LPA	87,411		23,339	23,339	23,339	22,732	PAID	PAID	FY21
Dump Truck - DPW	2017	NA	2018	4	2.67%	LPA	130,875		34,932	34,932	34,932	34,023	PAID	PAID	FY21
Total General Fund Existing							2,328,350	336,143	327,817	328,276	215,682	167,243	-	-	
LPA = Lease/Purchase Agreement															
							Tax Rate Share - Existing Debt	0.19	0.19	0.19	0.12	0.09	-	-	
							275K Home	53.48	51.64	51.45	33.64	25.95	-	-	
							YOY	(2,501)	(8,326)	459	(112,594)	(48,439)	(167,243)	-	

GENERAL FUND (Programmed Lease/Purchase)

Description	Proposed	Issued	1st Pmt	Years	Int. Rate	Source	Original Amt	FY17	FY18	FY19	FY20	FY21	FY22	FY23	
Loader #3 Replacement	2018	NA	2018	5	2.50%	LPA	250,400		56,340	55,088	53,836	52,584	51,332	PAID	FY22
Engine 4 Replacement	2018	NA	2018	7	2.50%	LPA	525,299		88,175	86,299	84,423	82,547	80,671	78,795	FY24
Total General Fund Proposed							775,699	-	144,515	141,387	138,259	135,131	132,003	78,795	
							Existing LPA	336,143	327,817	328,276	215,682	167,243	-	-	
							Proposed LPA	-	144,515	141,387	138,259	135,131	132,003	78,795	
							Total LPA	336,143	472,332	469,663	353,941	302,374	132,003	78,795	
Notes: (a) NHDES SRF Loan								-	0.08	0.08	0.08	0.08	0.07	0.04	
							Additional Dollar Cost (275K home)	-	22.76	22.16	21.56	20.97	20.38	12.11	
							Total LPA (Approved and Projected) \$275K home	53.48	74.40	73.61	55.20	46.92	20.38	12.11	

Town of Exeter

Rec Park Redevelopment

Amount \$6,327,501
 Interest Rate 2.50%
 Years (up to 25) 15
 ANNUAL PAYMENT 421,833

#	PRINCIPLE	INTEREST	PRINCIPLE BALANCE	Tot Prin Plus Interest	Annual Offset Program Fees, Impact Fees	Net Debt Service	Taxable Valuation 1,728,545,417	
1	421,833	158,188	6,327,501					
2	421,833	147,642	5,905,668	580,021	(100,000)	480,021	0.28	275K home 76
3	421,833	137,096	5,483,835	569,475	(100,000)	469,475	0.27	75
4	421,833	126,550	5,062,001	558,929	(100,000)	458,929	0.27	73
5	421,833	116,004	4,640,168	548,383	(100,000)	448,383	0.26	71
6	421,833	105,458	4,218,334	537,838	(100,000)	437,838	0.25	70
7	421,833	94,913	3,796,501	527,292	(100,000)	427,292	0.25	68
8	421,833	84,367	3,374,667	516,746	(100,000)	416,746	0.24	66
9	421,833	73,821	2,952,834	506,200	(100,000)	406,200	0.23	65
10	421,833	63,275	2,531,001	495,654	(100,000)	395,654	0.23	63
11	421,833	52,729	2,109,167	485,108	(100,000)	385,108	0.22	61
12	421,833	42,183	1,687,334	474,563	(100,000)	374,563	0.22	60
13	421,833	31,638	1,265,500	464,017	(100,000)	364,017	0.21	58
14	421,833	21,092	843,667	453,471	(100,000)	353,471	0.20	56
15	421,833	10,546	421,833	442,925	(100,000)	342,925	0.20	55
			(0)	432,379	(100,000)	332,379	0.19	53
=====								
Total	6,327,501	1,265,500	0	7,593,002			0.23	65
	Total Principal	Total Interest		Average Payment				
				506,200				

Assumes 0% valuation increase

Project Costs	
Estimated CIP	7,100,520.00
Less Revenues	
LWCF and Lighting Grant	280,000.00
EJBSL Softball Contribution	200,000.00
Impact Fees	193,018.57
Revolving Fund Contributor	100,000.00
Net Bond Amount*	6,327,501.43

*Does not include sponsorship funding or in kind services TBD

Town of Exeter

Library

Amount \$5,049,755
 Interest Rate 2.50%
 Years (up to 25) 15
 ANNUAL PAYMENT 336,650

Taxable Valuation
 1,728,545,417

#	PRINCIPLE	INTEREST	PRINCIPLE BALANCE	Tot Prin Plus Interest		
			5,049,755			275K home
1	336,650	126,244	4,713,105	462,894	0.27	74
2	336,650	117,828	4,376,454	454,478	0.26	72
3	336,650	109,411	4,039,804	446,062	0.26	71
4	336,650	100,995	3,703,154	437,645	0.25	70
5	336,650	92,579	3,366,503	429,229	0.25	68
6	336,650	84,163	3,029,853	420,813	0.24	67
7	336,650	75,746	2,693,203	412,397	0.24	66
8	336,650	67,330	2,356,552	403,980	0.23	64
9	336,650	58,914	2,019,902	395,564	0.23	63
10	336,650	50,498	1,683,252	387,148	0.22	62
11	336,650	42,081	1,346,601	378,732	0.22	60
12	336,650	33,665	1,009,951	370,315	0.21	59
13	336,650	25,249	673,301	361,899	0.21	58
14	336,650	16,833	336,650	353,483	0.20	56
15	336,650	8,416	0	345,067	0.20	55
=====						
Total	5,049,755	1,009,951	0	6,059,706	0.25	68
	Total Principal	Total Interest		Average Payment		
				425,021		

Assumes 0% valuation increase

Sewer Fund - Existing and Proposed Lease/Purchase Payments, 2018-2023

DRAFT

Updated: 8/7/2017

SEWER FUND (Existing Lease/Purchase)

Description	Authorized	Issued	1st Pmt	Years	Int. Rate	Funding Source	Original Amt	FY18	FY19	FY20	FY21	FY22	FY23	Last Pmt
Replace Vactor Truck	2013	2013	2013	5	1.59%	LPA	385,371	74,690	PAID					FY18
Financial Software Replacement	2016	2016	2016	4	1.04%	LPA	243,275	14,979	15,349	PAID				FY19
Light Duty Vehicle Lease	2016	2016	2016	5	2.59%	LPA	93,229	1,701	1,701	1,701	PAID			FY20
Total Sewer Fund Existing							721,875	91,370	17,050	1,701	-	-	-	FY32
							YOY	(829)	(74,320)	(15,349)	(1,701)	-		

SEWER FUND (Proposed Lease/Purchase)

Description	Proposed	Issued	1st Pmt	Years	Int. Rate	Funding Source	Original Amt	FY18	FY19	FY20	FY21	FY22	FY23
Total Sewer Fund Proposed							-	-	-	-	-	-	-
						Existing LPA		91,370	17,050	1,701	-	-	-
						Proposed Debt LPA		-	-	-	-	-	-
						Total LPA		91,370	17,050	1,701	-	-	-

EXETER TOWN WARRANT – 2018

To the inhabitants of the Town of Exeter, in the County of Rockingham, in the said State, qualified to vote in Town affairs:

First Session

You are hereby notified that the first session (the Deliberative Session) of the Annual Town Meeting will be held on Saturday, February 3rd, 2018 beginning at 9:00 a.m. at the Arthur L. Hanson III Center for the Performing Arts at Exeter High School, 1 Blue Hawk Drive. The first session will consist of explanation, discussion and debate of each of the following warrant articles, and will also afford voters who are present the opportunity to propose, debate and adopt amendments to warrant articles, except those articles in which wording is prescribed by state law.

Second Session

The second session of the annual town meeting, to elect town officers by official ballot and to vote on all warrant articles as they may have been amended at the first session, will be held on Tuesday, March 13th, 2018 at the Talbot Gymnasium at the Tuck Learning Center, 30 Linden Street. Polls for voting by official ballot will open at 7:00 a.m. and close at 8:00 p.m.

Article

To choose the following: 1 Selectman for a 3-year term; 1 Supervisor of the Checklist for a 6-year term; 1 Supervisor of the Checklist for a 4-year term; 3 Trustees of the Library for a 3-year term; 1 Trustee of Trust Funds for a 3-year term; 1 Trustee of the Robinson Fund for a 7-year term; 1 Trustee of Swasey Parkway for a 3-year term.

Article Zoning Amendment #1: Are you in favor of the adoption of Amendment #1 as proposed by the Planning Board for the town zoning ordinance, as follows: **(Reserved)**

Article

Shall the town vote to raise and appropriate the sum of seven million one hundred thousand five hundred twenty dollars (\$7,100,520) for the purpose of renovation and expansion of the recreation park, 4 Hampton road to include construction of a new recreation multipurpose building, expanded parking, relocation and construction of new planet playground and expanded athletic fields with lights, and authorize the issuance of not more than (\$7,100,520) of bonds or notes in accordance with the provisions of Municipal Finance Act (RSA 33), and authorize the Board of Selectmen to issue and negotiate such bonds or notes and determine the rate of interest thereon; furthermore, authorize the Board to accept any state or federal grants, donations, public/private partnerships, sponsorship or naming rights related to the project. The actual amount bonded will be reduced by the amounts of impact fees, revolving fund fees, softball league contributions and other donations or grants available at that time.

(A 3/5 ballot vote required for approval.)

_____ by the Board of Selectmen ____.

Article

To see if the Town will vote to raise and appropriate the sum of five million forty nine thousand seven hundred fifty five dollars (\$5,049,755) for the design and construction of renovations and additions, including furniture, fixtures, and equipment, to the Exeter Public Library, and to authorize the issuance of not more than \$5,049,755 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Debt service will be paid from the general fund.

(3/5 ballot vote required for approval.)

_____ by the Board of Selectmen ____.

Article

To see if the Town will vote to raise and appropriate the sum of one million one hundred thousand dollars (\$1,100,000) for additional improvements in the Epping Road TIF District including road and signalization improvements, to be added to Article 10 of the 2015 Town Meeting, and to authorize the issuance of not more than (\$1,100,000) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Board of Selectmen to negotiate such bonds or notes and to determine the rate of interest thereon. No bonds will be issued unless and until debt service can be paid from the Epping Road tax increment district fund.

(3/5 ballot vote required for approval.)

_____ by the Board of Selectmen ____.

Article

To see if the Town will vote to raise and appropriate the sum of six hundred sixty five thousand and zero dollars (\$665,000) for the replacement of a town water line on Washington Street from Brentwood Road to Front Street, and to authorize the issuance of not more than \$665,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Debt service will be paid from the water fund.

(3/5 ballot vote required for approval.)

_____ by the Board of Selectmen ____.

Article

To see if the Town will vote to raise and appropriate the sum of six hundred sixty five thousand and zero dollars (\$600,000) for purposes of further groundwater development in the town, and to conduct an updated review of the surface water system, and to authorize the issuance of not more than \$600,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Debt service will be paid from the water fund.

(3/5 ballot vote required for approval.)

_____ by the Board of Selectmen ____.

Article

To choose all other necessary Town Officers, Auditors or Committees for the ensuing year.

Article

Shall the Town of Exeter raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$_____. Should this article be defeated, the default budget shall be \$_____ which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Majority vote required)

_____ by the Board of Selectmen _____.

Article

Shall the Town of Exeter raise and appropriate as a water operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$3,361,768. Should this article be defeated, the water default budget shall be \$_____ which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law.

(Majority vote required)

_____ by the Board of Selectmen _____.

Article

Shall the Town of Exeter raise and appropriate as a sewer operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$2,568,345. Should this article be defeated, the default budget shall be \$_____ which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law.

(Majority vote required)

_____ by the Board of Selectmen _____.

Article

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the Exeter Police Association NEPBA which calls for the following salaries and benefits at the current staffing levels:

Year Estimated Salary/Benefits Increase

FY18
FY19
FY20

And further, to raise and appropriate the sum of _____ dollars (\$ _____) for the 2018 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels.

(Majority vote required)

Article

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the Exeter Fire Association IAFF 3491 for FY18 which calls for the following salaries and benefits at the current staffing levels:

Year	Estimated Salary/Benefits Increase
FY18	
FY19	
FY20	

And further, to raise and appropriate the sum of _____ dollars (\$ _____) for the 2018 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels.

(Majority vote required)

Article

To see if the Town will vote to raise and appropriate the sum of one hundred twenty thousand dollars (\$120,000) to be added to the Sidewalk Repair and Replacement Capital Reserve Fund previously established. This sum to come from general taxation.

(Majority vote required)

_____ by the Board of Selectmen _____.

FIRE DEPARTMENT RADIOS/ENGINE 4 REPLACEMENT TBD

Article

To see if the Town will vote to raise and appropriate the sum of seventy five thousand dollars (\$75,000) to be added to the Sick Leave Expendable Trust Fund previously established. This sum to come from general fund surplus.

(Majority vote required)

Article

To see if the Town will vote to authorize the Board of Selectmen to enter into a 5-year lease/purchase agreement for \$250,400 for the purpose of lease/purchasing a loader for the Exeter Highway Department to replace a 2005 loader, and to raise and appropriate the sum of fifty-six thousand three hundred and forty dollars (\$56,340), which represents the first of 5 annual payments for that purpose. This lease/purchase will contain an escape (non-appropriation) clause. This sum to come from general taxation.

(Majority vote required)

_____ by the Board of Selectmen __.

Article

To see if the Town will raise and appropriate, through special warrant article, the sum of fifty-thousand dollars (\$50,000), for the purpose of conducting a traffic and parking study in the downtown area to include a portion of Front Street, Water Street, String Bridge, Franklin Street, Bow Street, Chestnut Street, Center Street, and other streets in the general downtown area. This sum to come from general taxation.

(Majority vote required)

_____ by the Board of Selectmen

Article

To see if the Town will raise and appropriate, through special warrant article, the sum of fifty-thousand dollars (\$50,000), for the purpose of conducting a Phase 1 study on intersection improvements. This study will be conducted by a qualified consultant who will make recommendations to the Selectboard and the Department of Public Works on improvements of problematic intersections. This sum to come from general taxation.

(Majority vote required)

_____ by the Board of Selectmen

Article

To see if the Town will vote to raise and appropriate the sum of fifty-thousand dollars (\$50,000) to be added to the Snow and Ice Deficit Non-Capital Reserve Fund previously established. This sum to come from general fund surplus.

(Majority vote required)

Article

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 for the purpose of general maintenance on town cemeteries including the Winter Street cemetery, and to raise and appropriate the sum of twenty seven thousand dollars (\$27,000) to be placed in this fund and further the Board of Selectmen shall be named agents of the fund and be authorized to make expenditures from the fund. These funds may also be used to match grants available for town cemeteries under the control of the Selectboard as Cemetery Trustees. This sum to come from general taxation.

(Majority vote required)

_____ by the Board of Selectmen _____.

Article

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 for the purpose of ongoing maintenance of the Swasey Parkway Pavilion and to raise and appropriate the sum of seven thousand five hundred dollars (\$7,500) to be placed in this fund and further the Board of Selectmen shall be named agents of the fund and be authorized to make expenditures from the fund. This article will not impact the tax rate as surplus funds are already available from the Swasey Parkway Pavilion project completed in 2007 and are currently held in an escrow account.

(Majority vote required)

_____ by the Board of Selectmen _____.

Article

By petition of Herb Moyer and others, to be placed on the Town Warrant: Shall the town express its support to Governor Sununu for New Hampshire to join Maine and Massachusetts and study the feasibility of developing offshore wind power in the Gulf of Maine. The town will provide written notice urging that Governor Sununu request that the Bureau of Ocean Energy Management form an intergovernmental task force. A bipartisan NH legislative committee studied the potential for offshore wind in 2014, and recommended the establishment of this task force. Floating wind turbines located far offshore in federal waters, usually not visible from land, combined with other renewable energy will move NH to 100% renewable energy by 2050. The building of offshore wind farms will bring a significant number of jobs and revenue to New Hampshire.

Don Clement, Chairman

Anne L. Surman, Vice-Chairwoman

Kathy Corson, Clerk

Julie D. Gilman

Daniel W. Chartrand

We certify that on the 29th day of January, 2018, we caused a true copy of the within warrant to be posted at the Exeter Town Hall on Front Street, the Exeter Public Library at Founder's Park, Exeter High School at 1 Blue Hawk Drive, Talbot Gymnasium at Tuck Learning Campus, 30 Linden Street, and the Town Clerk's Office, 10 Front Street.

Given under our hands and seal this 29th day of January, 2018.

Don Clement, Chairman

Anne L. Surman, Vice-Chairwoman

Kathy Corson, Clerk

Julie D. Gilman

Daniel W. Chartrand

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2018 Exeter NH Citizens Petition Warrant Article

PETITION TO THE BOARD OF SELECTMEN/TOWN CLERK TO INSERT A WARRANT ARTICLE

We, the undersigned registered voters of the Town of Exeter, NH request you to insert into the warrant for the 2018 Town Meeting, the following article:

To see if the town will vote to raise and appropriate the sum of seven million one thousand five hundred twenty dollars (\$7,100,520) for the purpose of renovation and expansion of the recreation park at 4 Hampton Road, to include construction of a new recreation multipurpose building, expanded parking, relocation and construction of new planet playground and expanded athletic fields with lights, and authorize the issuance of not more than (\$7,100,520) of bonds or notes in accordance with the provisions of Municipal Finance Act (RSA 33), and authorize the Board of Selectmen to issue and negotiate such bonds or notes and determine the rate of interest thereon; furthermore, authorize the Board to accept any state or federal grants, donations, public/private partnerships, sponsorship or naming rights related to the project. The actual amount bonded will be reduced by the amounts of impact fees, revolving fund fees, Softball league contributions and other donations or grants available at that time.

attached

	Name	Signature	Address
1	✓ <i>Wayne Howard</i>	<i>Wayne Howard</i>	41 Washington, Exeter
2	✓ <i>Kara Mann</i>	<i>Kara Mann</i>	56 Hampton Rd. Exeter
3	<i>LAURA TORUABUN</i>	<i>Laura Toruabun</i>	8 Wyndbrook Cir. Exeter
4	✓ <i>Nicholas Theberge</i>	<i>Nicholas Theberge</i>	3 Pleasantview Dr. Exeter
5	✓ <i>Elizabeth Morse</i>	<i>Elizabeth Morse</i>	4 Bliss St Exeter
6	✓ <i>William Burns</i>	<i>William Burns</i>	17 Pleasantview Dr. Exeter
7	✓ <i>Jill Fecteau</i>	<i>Jill Fecteau</i>	40 Hampton Rd B7 Exeter NH
8	✓ <i>Melissa King</i>	<i>Melissa King</i>	3 Hunter Pl. Exeter NH
9	✓ <i>Sharon Bernier</i>	<i>Sharon Bernier</i>	55 Westside Dr. Exeter NH
10	✓ <i>Sharon Bernier</i>	<i>Sharon Bernier</i>	47 Hampton Falls Exeter NH
11	<i>Laura Myskiel</i>	<i>Laura Myskiel</i>	77 Watson Rd Exeter
12			
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FILING PERIOD BEGINS JAN 24-FEB 2, 2018



Filing period for the following elected officers begins January 24th, 2018 to February 2, 2018:

FOR SELECTMEN:

One Position--Three Year Term

FOR CHECKLIST SUPERVISOR:

One Position--Six Year Term

One Position--Four Year Term

FOR TRUSTEES OF THE LIBRARY:

Three Positions--Three Year Term

FOR TRUSTEE OF THE ROBINSON FUND:

One Position--Seven Year Term

FOR TRUSTEE OF THE SWASEY PARKWAY:

One Position--Three Year Term

FOR TRUSTEE OF TRUST FUNDS:

One Position--Three Year Term

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen

FROM: Russ Dean, Town Manager

RE: Swasey Parkway Pavillion Funds and Proposed Warrant Article for 2018 Town Warrant

DATE: July 24th, 2017

The issue of excess funds remaining in the Swasey Parkway Pavillion account was raised by Gerry Hamel at a recent board meeting. Finance was asked to look into this and has reported that a fund does exist with \$7,390.81 in it as of July 10th. These funds were part of the money raised for the project as well as \$40,000 of town funds that were put into the project at the time to help finish it.

I would recommend the Board consider supporting a warrant article in 2018 which would place this money into an ongoing capital reserve fund to maintain the Swasey Parkway Pavillion. Wording could be something to this effect:

Article

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 for the purpose of ongoing maintenance of the Swasey Parkway Pavillion and to raise and appropriate the sum of seven thousand five hundred dollars (\$7,500) to be placed in this fund and further the Board of Selectmen shall be named agents of the fund and be authorized to make expenditures from the fund. This article will not impact the tax rate as surplus funds are already available from the Swasey Parkway Pavilion project completed in 2007.

(Majority vote required)

Keep in mind these funds are in the Town's possession as the original account was set up using the Town's Tax ID number. However a purpose for the surplus has not yet been determined and this action would clarify that purpose.

Town
of
Exeter



Russ Dean <rdean@exeternh.gov>

Swasey Pavillion

Laura Zogopoulos <lzogopoulos@exeternh.gov>

Mon, Jul 10, 2017 at 4:23 PM

To: Russell Dean <rdean@exeternh.gov>

Cc: Doreen Ravell <dravell@exeternh.gov>

Hi Russ,

Yes, a bank account was created for this. It is named Swasey Parkway and has a balance of \$7,390.81. This balance has not changed for a few years.

Laura

Laura Hill Zogopoulos
Accountant
Town of Exeter, NH 03833
603-418-6418
lzogopoulos@exeternh.gov

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

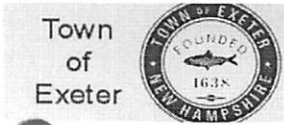
From: **Doreen Chester** <dchester@exeternh.gov>
Date: Mon, Jul 10, 2017 at 3:57 PM
Subject: Fwd: Swasey Pavillion
To: Laura Zogopoulos <lzogopoulos@exeternh.gov>

Hi Laura,

Can you please let Russ know the balance in the account and copy me on your reply.
Thank you,

Doreen

Doreen Chester, Finance Director
10 Front Street
Exeter, NH 03833
Phone: 603-773-6109
E-mail: dchester@exeternh.gov
[Quoted text hidden]



Russ Dean <rdean@exeternh.gov>

Fwd: Downtown Parking and Traffic Study

David Sharples <dsharples@exeternh.gov>
To: Russ Dean <rdean@exeternh.gov>

Thu, Oct 12, 2017 at 10:48 AM

FYI

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

From: **Haas, Stephen B.** <shaas@hoyletanner.com>
Date: Thu, Oct 12, 2017 at 10:02 AM
Subject: RE: Downtown Parking and Traffic Study
To: David Sharples <dsharples@exeternh.gov>
Cc: Darren Winham <dwinham@exeternh.gov>

Dave and Darren,

Sorry for the delay.

As I noted in my previous email, the original scope tasks and rough budget I sent the Town did not include pedestrian counting or analysis. This is simply because it was not noted in the write-up for the CIP, but I agree it would be good to perform a comprehensive study.

Attached is the revised scope tasks which incorporates pedestrian counts, analysis of pedestrian data, and suggested improvements for pedestrian infrastructure. Performing pedestrian counts at the intersections during the weekday peak hours will be a simple add as we will already be counting vehicles at those locations. However, counting pedestrians at the midblock locations (and along the High St & Front St Sidewalk which I have suggested) and all locations during the weekday & Saturday midday period (which are likely the busiest) will require separate counts.

Depending on who does the counting, how the counting efforts can be grouped together, and how many trips to Exeter are required; a fee of \$45,000 may be possible. However, I would recommend carrying \$50,000 if possible. If a reduction in the counting locations or durations is desired, than obviously the fee would come down.

Please let me know if you have any questions or need additional information.

Thank you

 **Stephen B. Haas, PE**

Senior Transportation Engineer/Project Manager

Hoyle, Tanner & Associates, Inc.

11/15/2017

Town of Exeter, NH Mail - Fwd: Downtown Parking and Traffic Study

Licensed in NH, MA

From: David Sharples [mailto:dsharples@exeternh.gov]

Sent: Tuesday, October 03, 2017 9:36 AM

[Quoted text hidden]

[Quoted text hidden]

 **Scope Tasks - Exeter Downtown Parking & Traffic Analysis-REV1.docx**
20K

EXHIBIT A
Scope of Services

Scenario
B 50K

Downtown Traffic and Parking Analysis – Town of Exeter, NH

- 1) Prepare Downtown Study base map from Aerial & GIS sources
- 2) Review previous downtown corridor parking and traffic studies.
- 3) Perform peak hour Turning Movement Counts (TMC) and pedestrian & bicycle counts at thirteen (13) intersections during the AM and PM periods (2 hour counts assumed):
 - Main St (NH 27) @ Water St
 - Water St (NH 27) @ Spring St
 - Water St (NH 27) @ Swasey Pkwy
 - Water St (NH 27) @ Center St
 - Water St (NH 27) @ Front St Westbound (NH 111/108)
 - Water St (NH 27) @ Front St Eastbound (NH 111/108) & String Bridge
 - Water St/High St (NH 27/111/108) @ Clifford & Franklin St
 - High St (NH 27/111/108) @ Pleasant St
 - Chestnut St @ String Bridge
 - Front St (NH 111) @ Spring St
 - Front St (NH 111) @ Center St
 - Front St (NH 111) @ Court St (NH 108)
 - Court St (NH 108) @ Bow St
- 4) Perform hourly pedestrian counts at intersections noted above during one weekday midday period (12 PM to 2 PM) and Saturday midday period (12 PM to 2 PM) and the following midblock locations:
 - Town Hall/Town Office Midblock Crossing (Pedestrian count along adjacent Front Street sidewalks will also be performed)
 - Water Street Midblock Crossing @ Municipal Lot (Pedestrian count along adjacent Water Street sidewalks will also be performed)
- 5) Perform hourly parking demand counts and license plate surveys at seventeen (17) locations during peak hours of two week days (8 AM to 6 PM) and Saturday (10 AM to 6 PM):
 - Water Street Lot (PEA)
 - Boat Launch parking (Off Water Street)
 - Squamscott Block Parking Garage
 - Water Street Municipal Lot
 - String Bridge Lot
 - Library Lot
 - Folsom Tavern Lot
 - American Independence Lot
 - Center St Lot
 - Citizens Bank Lot
 - 11 Court St Lot
 - Blue Moon Lot

- Front St On-Street
 - Water St On-Street
 - Spring St On-Street
 - Center Street On-Street
 - Pleasant/Chestnut/String Bridge On-Street
- 6) Develop and Perform parking surveys (purpose, time, duration) for one week day
 - 7) Perform traffic data compilation, adjustment, and projections
 - 8) Perform parking data compilation, adjustment, and projections.
 - 9) Perform pedestrian data compilation, adjustment, and projections.
 - 10) Develop micro-simulation models of downtown traffic operations (existing & future)
 - 11) Review future development plans & impacts to traffic, parking, and pedestrians
 - 12) Review and define potential intersection and traffic pattern improvements (text only, no graphical plan development)
 - 13) Review and define potential parking improvements (text only, no graphical plan development)
 - 14) Review and define potential pedestrian improvements (text only, no graphical plan development)
 - 15) Attend one meeting with Town to discuss results of study
 - 16) Prepare Downtown Traffic and Parking Analysis study and provide recommendations

EXHIBIT A
Scope of Services

Scenario
A 351K

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- 11) Attend one meeting with Town to discuss results of study
- 12) Prepare Downtown Traffic and Parking Analysis study and provide recommendations

Town
of
Exeter



Russ Dean <rdean@exeternh.gov>

Intersection CIP

William Shupe <wshupe@exeternh.gov>
To: Russ Dean <rdean@exeternh.gov>

Wed, Jun 21, 2017 at 4:10 PM

Russ,

Top 5 intersections for accidents 1/1/11 to 12/05/16

1. Epping Road @ RT 101
2. Front St @ Water St
3. North Hampton Rd @ RT 101
4. Holland Way @ Portsmouth Ave
5. Epping Rd @ Brentwood Rd

Bill

[Quoted text hidden]

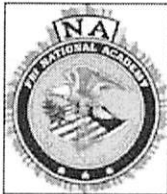
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Chief William D. Shupe
Exeter Police Department

(W) 603 772-1212

(D) 603 773-6138

(F) 603 778-7061



December 2, 2016



150 Dow Street
Manchester, New Hampshire 03101
603-669-5555
603-669-4168 fax
www.hoyletanner.com

Ms. Jennifer Perry, P.E.
Public Works Director
Town of Exeter
13 Newfields Road
Exeter, NH 03833

RE: Conceptual Design Services - **REVISION 1**
Front St., Linden St., & Pine St. Intersection
Hoyle Tanner Project No. TBD

Dear Jennifer:

As requested, Hoyle, Tanner & Associates, Inc. (Hoyle, Tanner) herein submits our scope and fee for providing professional engineering services for the above referenced project for your consideration and approval. Upon negotiation and agreement of the scope and fee, a standard engineering services contract will be provided for review, approval, and execution.

PROJECT DESCRIPTION

Based on our discussion with the Town at our 11/8/16 meeting, we understand you require conceptual design engineering services to develop and review the feasibility of intersection reconfigurations or modifications at the intersection of Front Street (NH 111/27), Linden Street, & Pine Street with a goal of improving traffic operations and bicycle and pedestrian accommodations. This project has arisen from resident concerns for the "safety & functionality" of the intersection which have been expressed to the Board of Selectmen. With agreement that the intersection merits further study, the Public Works Department has prepared an initial layout and is requesting conceptual design services. Hoyle, Tanners services will include a site visit, data collection, traffic analysis, conceptual intersection layout, a conceptual cost estimate, and preparation of a technical memorandum.

These services are further defined herein below.

SCOPE OF SERVICES

Hoyle, Tanner will provide the following services for the above described project:

Conceptual Design Phase

Consultant shall:

- S-1. Obtain and review existing data (plans, reports, etc.) from the Town. Crash data for the most recent 5-year period available will be obtained from Exeter Police Department.

Society will be performed for their input on sensitive parcels and potential impacts will be noted in the technical memo.

- Environmental review and permitting will not be required for this project.
- The deliverable shall consist of the following:
 - Three (3) Conceptual intersection layout plans (11x17)
 - Conceptual opinions of probable cost (one per alternative)
 - Brief Technical Memorandum – providing advantageous & disadvantageous
- The Town will be provided with electronic and paper copies (2) of all submittals Stakeholders will be provided with "PDF" versions of submittals by e-mail.
- Although right-of-way or land takings may be required for this project; no right-of-way drawings will need to be prepared by Hoyle, Tanner at this time. Potential ROW impacts will be noted in the technical memo and are anticipated to be determined and acquired, as needed, during future preliminary and final design efforts.
- Conceptual intersection alternatives will be designed in accordance with:
 - AASHTO "A Policy on Geometric Design of Highways and Streets" – 2011 Edition
 - FHWA "Manual On Uniform Traffic Control Devices" – 2009 Edition
 - FHWA "Roundabouts: An Informational Guide" – 2010 Edition
 - AASHTO "A Guide for Achieving Flexibility in Highway Design" – 2004 Edition

CLIENT RESPONSIBILITIES

Your responsibilities under this agreement shall include:

- Provide all available information as to the project requirements.
- Provide all pertinent existing information (plans, specifications, correspondence, studies, reports, surveys, borings and geotechnical reports, etc.) or other data relevant to the project if the Town possesses these items.
- Provide access to the site.
- Provide equipment and personnel to assist with field observations, as necessary.
- Designate a contact person who can act with the client's authority regarding this project within the limits of the Contract

BILLING RATE ESTIMATE

CLIENT: Town of Exeter
 PROJECT: Front, Linden, & Pine Intersection
 PROJECT #: TBD
 DATE: 12/2/16

K:\Marketing\Marketing By Town of Exeter\Exeter\Front-Pine-Linden Intersection\Scope & Fees\Front-Pine-Linden int Mt-BILL_Template REV 1.xls\Mainhours Pg 1

**Front St., Linden St., & Pine St. Intersection
 Conceptual Design Services - REVISION 1
 Exeter, NH**

Calc. By: SBH
 Check By: TMC

TASK DESCRIPTIONS	MANHOURS BY BILLING RATE CLASSIFICATION (\$/Hour)										TOTAL BILLING RATE COSTS	
	PRINCIPAL \$175.00	PROJECT MANAGER I \$144.00	SENIOR ENGINEER III \$140.00	SENIOR ENGINEER I \$120.00	ENGINEER III \$110.00	ENGINEER II \$104.00	ENGINEER I \$90.00	ENVIRONMENTAL COORDINATOR II \$122.00	CADD TECHNICIAN I \$80.00	ADMINISTRATIVE PROFESSIONAL I \$80.00		TOTAL HOURS
1. CONCEPTUAL DESIGN PHASE:												
S-1 OBTAIN AND REVIEW EXISTING PLANS & DATA		1									1	\$484.00
S-2 PERFORM SITE VISIT				6							6	\$720.00
S-3 PERFORM TURNING MOVEMENT COUNTS				6							6	\$720.00
S-4 PERFORM TRAFFIC ANALYSIS			4								4	\$560.00
S-5 PREPARE CONCEPTUAL INTERSECTION LAYOUT				20							20	\$2,400.00
S-6 ATTEND DESIGN COORDINATION MEETING				4							4	\$484.00
S-7 PREPARE OPINION OF COST				16							16	\$1,920.00
S-8 PREPARE TECHNICAL MEMORANDUM & QC/QA				12							12	\$1,440.00
TOTAL MANHOURS	4	23	4	67	0	0	55	0	0	4	184	\$20,042.00
TOTAL BILLING RATE COSTS	\$700.00	\$3,312.00	\$560.00	\$8,040.00	\$0.00	\$0.00	\$4,950.00	\$0.00	\$2,160.00	\$320.00		\$20,042.00

REIMBURSABLE EXPENSES:
 TRAVEL- MILEAGE, ETC. (2 Trips @ 65 miles) \$75
 POSTAGE & COMMUNICATION \$20
 PRINTING \$50
 LODGING AND MEALS \$0
 EQUIPMENT RENTAL (Traffic Counter) \$200
 SUBTOTAL: \$345

SUBCONSULTANTS:
 \$0
 \$0
 \$0
 \$0
 \$0
 SUBTOTAL: \$0

TOTAL BILLING RATE COSTS

SUBCONSULTANTS:
 includes admin. Fee of 0% \$0
 SUBTOTAL BILLING RATE COSTS, SUBCONSULTANTS: \$20,042
 REIMBURSABLE EXPENSES:
 includes admin. fee of 0% \$345
 TOTAL: \$20,387

Hoyle, Tanner & Associates, Inc.

150 Dow Street Manchester, New Hampshire 03101 - 1227

Revised 12/15

July 13, 2017

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

OPP 606120-CO1

**Re: Proposal for Site Characterization
Exeter Sportsman's Club, Exeter, NHDES Site No. 200212050, Project No. 12496**

Dear Mr. Dean :

In response to The New Hampshire Department of Environmental Services (NHDES) letter dated June 5, 2017, AECOM Technical Services, Inc. (AECOM) has prepared this proposal for environmental consulting services for the Town of Exeter (Town) in support of site closure for the Exeter Sportsman's Club (ESC). The NHDES has assigned Site No. 2000212050 to the Site, which consist of three areas referred to as Areas 1 and 2 (Town-owned) and Area 3 (owned by North Country Trust aka the "Blanchard Property"). The NHDES letter expresses their opinion on the status of the project based upon their review of the historical site file, the recently submitted May 2017 groundwater data and AECOM's recommendation of conducting a human health risk assessment (HHRA) and implementation of an Activity and Use Restriction (AUR) for Area 3 prior to submittal of a final remedial Action Plan (RAP) for the Site.

As the Town is aware in circa 2003, the NHDES (Mr. John Liptak) initially requested Camp, Dresser and McKee (CDM) collect discrete soil, sediment, groundwater and surface water sampling to determine if the historic use of the trap range had impacted the Exeter reservoir. John Liptak was the NHDES project manager from 2003 until circa 2013. Remedial response actions were completed to the satisfaction of the NHDES in the tributary to the reservoir in 2007. In 2013, the project was transitioned to Mr. John Regan of the NHDES who approved remediation of Area 1 prior to the development of a RAP. Area 1 remediation was completed in 2014 in accordance with the approved work plan. In 2016, Mr. Liptak and Mr. Regan retired from the NHDES and the site was transitioned to Ms. Karlie Kennison and Ms. Amy Doherty. On April 24, 2017, representatives of AECOM met with Ms. Kennison and Ms. Doherty to discuss the work that was done to date and to request approval to conduct a risk characterization to demonstrate a condition of no significant risk to human health currently exists at the site. During this meeting the NHDES expressed concern that the site was not fully characterized. To date, AECOM has conducted all of the sampling that had been requested by the NHDES. Now that there are new NHDES staff assigned to the project, the NHDES is requiring significantly more site assessment activities than were previously required by their predecessors. The NHDES's specific concerns are as follows:

- In Area 3, lead exceeds the UCL (4,000 mg/kg) in Location O-5 in the 0 to 6 inch interval. The NHDES initially recommend soil removal however AECOM believes that the concentration of lead in the 0-6 inch soil sample includes fragments of lead shot. As such, we suggested we resample and refine the limits of the lead impacts in and around soil sample location O-5.
- The historical (including the May 2017 groundwater sampling data), exceedances of antimony (a common co-contaminant associated with trap ranges) was reported present at concentrations above the Ambient Groundwater Quality Standards (AGQS). The source and extent of antimony in groundwater is considered a data gap in Areas 1, 2 and 3.
- The potential impacts in sediment within the upland portion of the tributary on the Blanchard property has not been delineated. The NHDES indicated this is needed to assess whether additional sediment remediation is necessary and to confirm the previously remediated

downstream portions of the tributary and the Reservoir have not been re-contaminated by erosion from "upstream".

- The NHDES believes surface water quality in the Reservoir needs to be re-assessed in response to the May 2017 groundwater sampling results which identified antimony in a monitoring well near the trap range above the AGQS.
- The NHDES requested the Town to periodically remove the lead shot that may have accumulated behind the check dam installed in the tributary to limit potential transport and re-mobilization of the lead shot into the Reservoir.

The NHDES also stated in their June 5, 2017 letter that a site-specific Method 3 risk assessment is not required to show current risk levels due to direct-contact to lead-contaminated soil so long as an Activity and Use Restriction (AUR) can be implemented. According to the NHDES, an AUR can be implemented as long as the following criteria are met:

- 1) There are no exceedances of a UCL
- 2) Groundwater is not impacted above AGQS, and
- 3) The owners of the properties in question are in agreement with implementing the AUR.

PROJECT APPROACH

AECOM has prepared this proposal to address the NHDES's request for additional information regarding the site characterization. This proposal does not include preparation and submittal of a site-wide RAP, which was also requested in NHDES's June 5, 2017 letter. AECOM's approach to collecting additional data is based upon a "step-wise" hierarchical approach considering the Conceptual Site Model (CSM) and the potential transport mechanisms of metals from soil to groundwater to surface water. Thus, if a metal is not present in soil then there is no need to sample for it in groundwater and if the constituent is not present in groundwater, then there is no need to sample for it in surface water. Our sampling approach considers the significant amount of remediation work that has been performed and also seeks to provide information requested by the NHDES.

The NHDES has requested additional soil sampling to further assess lead and for other secondary metals (arsenic, antimony, copper and zinc) in soil. In addition, they have requested further assessment of soil/sediment in the tributary and groundwater in both upland areas. Lastly, they are requesting surface water and sediment sampling in the adjacent Exeter Drinking Water Reservoir. AECOM does not believe that further assessment of sediment and/or surface water in the Exeter Drinking Water Reservoir is warranted for the following reasons: 1) surface water sampling was previously performed in August 2006 which showed lead was not detected (<10 ug/l) and was below Acute Fresh-Water Quality Criteria (Acute FWQC Lead = 14 ug/l) but was above the Chronic FWQC for aquatic life of 0.54 ug/l, 2) sediment sampling and remediation in the tributary and the reservoir was performed in 2007, 3) two check dams were installed to trap residual shot emanating from the upland portion of the tributary located on the Blanchard Property, and 4) the trap range has not been in use since 1986. Lastly, surface water data (for some metals) may be available from the Town Water Treatment Plant which samples the reservoir on a routine basis. None the less, we have prepared this proposal to include costs to accommodate the NHDES requests.

Our approach is as follows:

- **Conduct targeted site-wide sampling and analysis of soils in Area 2.** Due to the presence of antimony, lead, arsenic, copper and zinc in groundwater in monitoring well MW-4, up to two soil samples will be collected and analyzed for antimony from a boring to be installed in the immediate vicinity of MW-4. Two additional borings will be drilled and sampled; one on the Blanchard property in the immediate vicinity of soil sample location O-5 and one in the upland portion of the Town-owned property in the immediate vicinity of monitoring well MW-1 which is located outside of the shot fall range. This soil boring will provide background concentrations from which to compare results obtained in the shot fall area.

- **Surficial soil in the upland area.** During the 2007 tributary remediation, remedial actions were terminated at the property line and did not extend over on to the portion of the tributary located on the Blanchard property. As a precautionary measure, two check dams were installed on the Town owned portion to limit the potential for lead shot on the ground surface of the Blanchard property to re-contaminate the remediated portion of the tributary located on the Towns property. Since remedial activities have not been conducted on the Blanchard's portion of the tributary, the NHDES has requested surface sampling be conducted. Three shallow surficial soil samples will be collected from 0 to 6 inches below the ground surface (bgs) from the upland portion of the tributary on the Blanchard property. In addition, four samples will be collected at the same depth interval in the vicinity of O-5 to determine the limits of soil impacts in this area
- **Further assessment groundwater in Areas 1, 2 and 3.** Based on the May 2017 groundwater sampling results, which indicated antimony above the NHDES Ambient Groundwater Quality Standards (AGQS), an additional groundwater well is needed in Area 3. However, selection of metals constituents to be analyzed will be based upon the soil sampling results obtained during the installation of the monitoring well. *Metals in soil that are shown to be consistent with site-specific background will not be considered COCs and thus not sampled for in groundwater, surface water or sediment.*
- **Surface water sampling.** Past sampling of surface water has shown that lead has not impacted the reservoir. One round of surface water sampling for lead will be conducted if concentrations of lead in the groundwater monitoring wells exceed the AGQS. Sampling and analysis of other metals (arsenic, antimony, copper and zinc) in surface water will be conducted only if these metals are present above AGQS in the groundwater monitoring wells.

SCOPE OF WORK

To implement the approach identified above, AECOM's proposes to complete the following tasks.

Task 1 Work Plan Development and NHDES Communications

The NHDES has requested that a Work Plan be submitted for their review and approval. AECOM will develop the Work Plan which will include the scope of work provided in this proposal as well as a schedule for its implementation. AECOM will prepare the Work Plan and proposed schedule and will submit it to the Town and their attorney for review and comment. After receiving the Town's input, the work Plan will be revised and submitted to the NHDES. The Work Plan and schedule needs to be submitted to the NHDES by August 31, 2017.

Task 2 Supplemental Site Characterization

2.1 Area 2 Soil Sampling

The NHDES has requested sampling of other trap-range metals (specifically arsenic, antimony, copper and zinc) in the forested portion of the Town owned property (Area 2). Additional site characterization for these metals in soil in Area 2 is needed to determine whether these metals are impacting groundwater and or surface water in the Exeter Reservoir. AECOM will collect and analyze eight soil samples for analysis of total lead, arsenic, antimony, copper and zinc from the Town-owned wooded land behind trap range. The forest mat floor will be removed to expose the underlying surface soils. Soil samples will be collected from the 0 to 6 inch interval. The soil samples will be manually processed to remove lead shot. One duplicate soil sample will be analyzed for purposes of quality assurance/quality control (QA/QC). The sampling locations will surveyed and plotted on the revised Site Plan.

2.2 Area 3 Soil Sampling - UCL Lead Only

Location O-5 and the surrounding area will be resampled for lead. In October 2016, lead in the 0 to 6 inch sample exceeded the upper concentration level (UCL) for lead of 4,000 mg/kg. This area will be re-sampled to delineate the extent of the lead UCL condition. The forest mat floor will be raked to expose

the underlying surface soils. The area will be staked and sampled for lead 10-feet north, south, east, and west of location O-5. Four soil samples from 0 to 6 inches and one duplicate sample will be collected and analyzed for total lead. The soil samples will be manually processed to remove lead shot. One duplicate soil sample will be analyzed for purposes of quality assurance/quality control (QA/QC). The sampling locations will be plotted on the Site Plan.

Task 2.3 Area 1 Soil Borings and Area 3 Groundwater Well Installation

One day of drilling will be conducted to install two soil borings and an additional groundwater monitoring well. Soil boring B-1 will be drilled adjacent to and upgradient of monitoring well MW-1 so that a correlation can be established between the constituents present in background soil and groundwater. Boring B-4 will be drilled adjacent to and upgradient of monitoring well MW- 4 so that a correlation can be established between the constituents present in trap range soils and groundwater. Monitoring well MW-6 will be installed in Area 3 east of the trap range at the O-5 location on the Blanchard property. The wells will be advanced to depth of approximately 15 below ground surface (bgs) or until groundwater is encountered similar to the existing wells MW-1 to MW-5. Two soil samples will be collected from each boring and the monitoring well at 0 to 6 inches and 10 to 12 feet bgs and will be analyzed for lead, arsenic, antimony, zinc and copper. AECOM anticipates that the work can be conducted in one day provided access can be gained without significant tree clearing.

The newly- installed well MW-6 will be surveyed and tied into the existing well network. AECOM will subcontract Millennium Engineering Inc. (Millennium) of Exeter, New Hampshire to obtain reference elevations such that groundwater elevations can be calculated and groundwater flow directions can be evaluated as requested by the NHDES. In addition, AECOM recommends having Millennium survey the safety berm (which contains lead-impacted soils within its core) on the small bore range in the future

Task 2.4 Groundwater and Surface Water Sampling

Approximately one to two weeks after well installation, AECOM will develop monitoring wells MW- 1 (existing well not sampled in May 2017) and new well MW-6. The wells will be allowed to equilibrate for up to two (2) weeks prior to sampling. After, AECOM will collect groundwater samples from the five existing monitoring wells (MW-1 through MW-5) and MW-6. Groundwater samples will be collected using EPA low-flow sampling techniques and filtered in the field using a 0.45-micron filter and preserved with nitric acid upon collection. The groundwater samples will be submitted to Eastern Analytical for analysis for dissolved lead, antimony, arsenic, copper and zinc. The new groundwater data will be used to assess the overall soil leaching of metals into site groundwater and assess whether groundwater meets AGQS.

Surface water locations SW-1, SW-2 and SW-3 were last sampled by URS in August 31, 2006. If dissolved lead, antimony, arsenic plus copper and zinc are detected in groundwater monitoring wells MW-2 (Note: MW-1 is representative of background conditions) through MW-6 at concentrations greater than AGQS, then AECOM will sample at surface water locations SW-1, SW-2 and SW-3 plus a fourth location SW-4 to be located further east of Area 3. Surface water samples will be collected for dissolved metals analysis and hardness. Sample hardness is needed to correctly compare dissolved metals concentrations to the adjusted Acute and Chronic FWQC, which is adjusted for hardness-dependent metals. Surface water samples collected for dissolved metals will be field filtered and used to compare dissolved concentrations to the adjusted FWQC. Because the Exeter Reservoir is used as a public drinking water source, metals concentrations in surface water will also be compared to Water Quality Criteria Protective of Human Health (Water & Fish Consumption and Fisk Consumption only).

Task 2.5 Tributary Sampling

Area 2 - Exeter Reservoir and Tributary

In Area 2, AECOM will re-sample two previously sampled locations SED-4 (in the reservoir) and SED-3 (in the tributary for lead and arsenic in sediment to confirm that the 2007 tributary remediation has not been impacted by the lead shot emanating from Area 2 and/or the Blanchard property. *Note: Other metals*

(antimony, copper and zinc) will only be analyzed for in sediment if concentrations of these other metals are found to be above background or above Soil Remediation Standards (SRS) in upstream soils.

Area 3 - Tributary on Blanchard Property

As previously mentioned, sediment/soil within the eastern and northern portion of the tributary in Area 3 (Blanchard Property) has not been conducted. Previous sampling stopped at the property line on the eastern edge of Area 2, which abuts the Blanchard Property. The NHDES has requested additional soil/sediment sampling on the Blanchard property. AECOM will collect three (3) sediment/soil samples (to be designated SED-7, SED-8, and SED-9). These samples will be collected at 150 to 200-foot intervals extending the length of the intermittent stream extending from the Area 2/Area 3 property line for 500-feet to the northern limit of Area 3.

Task 2.6 Supplemental Site Characterization Summary Report

AECOM will summarize the results of supplemental site characterization (SSC) activities and analytical results in a report for submittal to the NHDES. The report will include an updated plan showing sampling locations, data tables and laboratory analytical reports provided as appendices to the report. The SSC report will include a summary of our findings for Areas 1, 2 and 3. The draft SSC report will be submitted to the Town and to the Town attorney for review and comments. The final report will be stamped by a New Hampshire licensed Professional Geologist or Engineer (PG or PE) and will be submitted electronically as a PDF to the NHDES via the Onestop Data and Information system. AECOM presumes that the NHDES will review and comment on the report. This task will include time to address one round of NHDES comments. Note that this report is not intended to meet the requirements of a RAP. Rather it will be the basis for the RAP and will hopefully reduce or eliminate portions of the site (i.e. Area 1 previously remediated) from requiring remedial actions.

SCHEDULE

AECOM can begin this work immediately upon the Town's authorization and notice to proceed. The NHDES has requested a schedule for completion of this work. Our propose schedule (subject to town approval) is provided below

<u>Task No.</u>	<u>Proposed Dates</u>
Schedule Letter to NHDES	By August 31, 2017
SOW to NHDES for Approval	September 2017
Supplemental Site Characterization	October to November 2017
SSC Summary Report	December 2018

The above proposed schedule is subject to be revised based upon the findings of the investigation.

FEE

AECOM proposes to conduct the scope of work described above on a time and materials basis for an estimated fee of \$31,600. AECOM will invoice the Town of Exeter on a monthly basis for all costs incurred in accordance with our standard terms and conditions dated January 3, 2012, which were accepted and signed by the Town of Exeter in our previous proposal on August 30, 2016. The associated costs by task are provided below.

Task 1 – Work Plan Development/ NHDES Communications	\$2,296	\$0	\$0	\$2,296
Task 2 Supplemental Site Characterization				
2.1 – Area 2 Soil Sampling	\$3,079	\$67	\$713	\$3,858
2.2 – Area 3 Soil Sampling UCL Lead Only	\$1,519	\$82	\$182	\$1,782
2.3 - Area 1 Soil Boring & Area 3 Monitoring Well Installation	\$3,458	\$152	\$6,272	\$9,882
2.4 – Groundwater & Surface Water Sampling	\$3,119	\$407	\$1,214	\$4,740
2.5 – Tributary Sampling	\$2,271	\$199	\$429	\$2,899
2.6 – Summary Report	\$6,143	\$0	\$0	\$6,143

ODCs= Travel/mileage, sampling equipment and supplies. Sub-contractor include: 1) Goosearch (Drilling), 2) Eastern Analytical (Lab Services and 3) Millennium Engineering/Survey (Survey).

ASSUMPTIONS

The following assumptions have been included in the scope of work, schedule and cost estimate.

- The Town of Exeter will arrange for and receive permission for AECOM to enter the Blanchard and the ESC property.
- The ESC shooting range will be closed during the time AECOM personnel are on site.
- AECOM assumes one round of comments on the final SSC report from the Town and/or the Town's attorney.
- The Town has will provide AECOM surface water quality data from the Town's water treatment plant operations for review.
- This proposal does not include costs to prepare a RAP.

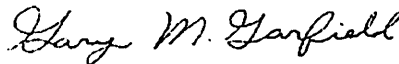
We appreciate the opportunity to provide you with environmental consulting services. If you have any questions regarding this proposal, please feel free to contact us at 606-603-4800.

Sincerely,

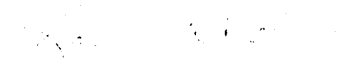
AECOM Technical Services, Inc.



Bettina Eames, P.G.
Environmental Scientist
E: bettina.eames@aecom.com



Gary M. Garfield, PE, LSP
Principal Engineer
E: gary.garfield@aecom.com



Laura A Kelmar, PE
Vice President
(978)-905-2266
E: laura.kelmar@aecom.com


NOTICE TO PROCEED

If the Scope of Work described above is acceptable to you, AECOM requests that you provide authorization by signing below and emailing a copy to gary.garfield@aecom.com.

AECOM Technical Services, Inc.

Town of Exeter, NH.

Signature



Signature

Laura Kelmar
Printed Name

Russell Dean
Printed Name

Vice President
Printed Title

Town Manager
Printed Title

Authorizing Task One
only. 8/10/17

List for Selectmen's meeting Jan 8, 2018

Vet Credit

Map/Lot	Location	Amount	
68/6/824	8 Sterling Hill Ln	500.00	Standard
68/6/824	8 Sterling Hill Ln	2,000.00	Disable
95/64/256	14 Peach St	500.00	Standard
62/22	84 Washington Street	500.00	Standard



Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: sriffle@exeternh.gov
Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

Facility Requested: Town Hall (Main Floor/Town Hall Stage) Balcony

Representative Information:

Name: Julie LaBranche Address: 156 Water Street
Town/State/Zip: Exeter, NH 03833 Phone: (603) 658-0522
Email: jlabranche@rpc-nh.org Date of Application: 12/19/17

Organization Information:

Name: Rockingham Planning Commission Address: 156 Water Street
Town/State/Zip: Exeter, NH 03833 Phone: (603) 778-0885

Reservation Information:

Type of Event/Meeting: Open House: Climate Change and Adaptation Date: 2/1/18
Times of Event: 6:00-8:00pm Times needed for set-up/clean-up: 5:00-6:00pm/8:00-8:30pm
of tables: 12 # of chairs: 40
List materials being used for this event: table displays and posters
Will food/beverages be served? Yes Description: light snacks and beverages

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125.00 per day. A rental fee waiver may be requested fee in writing.

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 or room on the right of the foyer, the electrical outlet cannot exceed 20 amps.

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

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 additionally insured.

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

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

Applicant signature: *Julie LaBranche* Date: 12/19/17

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

Office Use Only

Liability Insurance: On file In-process Will receive by _____

Fee: Paid Will pay by _____ Non-profit fee waiver requested



Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: griffic@exeternh.gov
Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

Facility Requested: Town Hall (Main Floor/Town Hall Stage) Balcony

Representative Information:

Name: Susan Bendroth Address: 69 1/2 Park St, Exeter, NH 03833
Town/State/Zip: Exeter, NH 03833 Phone: 603-686-1256
Email: Sue@acornschoolnh.com Date of Application: 1-2-2018

Organization Information:

Name: ACORN SCHOOL Address: PO Box 570, 136 Winnicut Rd.
Town/State/Zip: Stratham, NH 03885 Phone: 603-778-8285

Reservation Information:

Type of Event/Meeting: Bake Sale Date: 2-9-2018
Times of Event: 9am - 2pm Times needed for set-up/clean-up: 8am - 3pm
of tables: 10 # of chairs: _____
List materials being used for this event: tables + baked goods
Will food/beverages be served? YES Description: cookies + ? hot chocolate

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125.00 per day. A rental fee waiver may be requested fee in writing.

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 or room on the right of the foyer, the electrical outlet cannot exceed 20 amps.

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

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 additionally insured.

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

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

Applicant signature: Susan Bendroth Date: 1-2-18

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

Office Use Only:

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



Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: ariffie@exeternh.gov
Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

Facility Requested: Town Hall (Main Floor/Town Hall Stage) Balcony

Representative Information:

Name: Kaitlin Deyo Address: 105 Marcy Street
Town/State/Zip: Portsmouth, NH 03801 Phone: 603-766-2689
Email: kaitlin@prescottpark.org Date of Application: 12/18/17

Organization Information:

Name: Prescott Park Arts Festival Address: 105 Marcy Street
Town/State/Zip: Portsmouth, NH 03801 Phone: 603-436-2848

Reservation Information:

Type of Event/Meeting: Performances/rehearsals Date: 11/5/18-12/16/18
Times of Event: Varies Times needed for set-up/clean-up: 12/17/18-12/19/18
of tables: " # of chairs: "

List materials being used for this event: Various
Will food/beverages be served? Yes Description: Small concessions stand and bar as past 2 years.

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125.00 per day. A rental fee waiver may be requested fee in writing.

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 or room on the right of the foyer, the electrical outlet cannot exceed 20 amps.

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

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 additionally insured.

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

Applicant signature: _____ Date: _____

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

Office Use Only:

Liability Insurance: On file In-process Will receive by _____

Fee: Paid Will pay by _____ Non-profit fee waiver requested



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

December 27, 2017

TO: Board of Selectmen

FROM: Linda A. Fecteau, Deputy Tax Collector

Re: Map-Lot 95-64-146

Dear Members:

The Town placed a lien on the 2007 taxes for \$541.52. The lien was recorded September 10, 2009, which was past the deadline date to place a lien. In 2012, several adjustments were made moving prior payments from one year to another because the owner stated they were not applied correctly. All the adjustments had various payment and interest dates. The 2007 balance after the adjustments were posted was greater than the lien so the lien was released and the outstanding balance was placed in regular tax status at 12% interest.

The property owner is keeping up with the outstanding liens so she does not lose her manufactured home. The Tax Collector and I have discussed the outstanding 2007 balance of \$1,211.57 plus interest of \$1,206.85.

I propose that we abate the 2007 outstanding taxes for \$1,211.57 plus accrued interest.

Sincerely,

Linda A. Fecteau
Deputy Tax Collector

The Board of Selectmen approved/denied the 2007 tax abatement for \$1,211.57 plus accrued interest during their _____ meeting.

Dan Chartrand

Don Clement

Kathy Corson

Julie Gilman

Anne Surman

Property Billing Statement

TOWN OF EXETER
10 FRONT STREET
EXETER, NH 03833

(603) 773-6108

Summary of Account by Property

Interest Calculated as of: 12/27/2017

TENBROECK-BROWN LINDA
6 APPLDRE AVE
NORTH HAMPTON, NH 03862

Map Lot: 110-2-74
PID: 110-2-74
Alt ID:
Location: 74 EXETER ELMS CG

Date	Activity	Chk#	Amount	Costs	Penalties	Interest	Rate	Per Diem	Total
Current Assessments									
Land:	0.00	Bldg:	8,800.00	CU:	0.00	Other:	0.00	Total:	8,800.00
Year: 2016	Total Assessment:		8,800.00	Exemptions:		Credits:			
Land:	0.00	CU:	0.00						
Bldg:	8,800.00	Other:	0.00						
Bill #:	112555	Date:	9/26/2017	Due:	9/26/2017	Year: 2016	Type: LIEN	Original Amnt:	296.76
Lien Book: 5858		Page: 2193		Release Date: / /		Book:	Page:		
10/31/2017	Modificati		0.00	-13.55	0.00	0.00			
Cost / Fee from Mortgagee Notification -- 2016 TAX LIEN									
Balance Due:			296.76	13.55	0.00	13.46	18.00	0.1463	323.77
2016 Balance:			296.76	13.55	0.00	13.46		0.1463	323.77
Year: 2017	Total Assessment:		8,800.00	Exemptions:		Credits:			
Land:	0.00	CU:	0.00						
Bldg:	8,800.00	Other:	0.00						
Bill #:	106562	Date:	5/10/2017	Due:	7/03/2017	Year: 2017	Type: TAX01	Original Amnt:	115.46
Balance Due:			115.46	0.00	0.00	6.73	12.00	0.0380	122.19
Bill #:	117060	Date:	11/06/2017	Due:	12/19/2017	Year: 2017	Type: TAX02	Original Amnt:	120.11
Balance Due:			120.11	0.00	0.00	0.32	12.00	0.0395	120.43
2017 Balance:			235.57	0.00	0.00	7.05		0.0775	242.62
Totals Parcel - 110-2-74			532.33	13.55	0.00	20.51		0.2238	566.39

State of New Hampshire

Registration certificate not valid for title purposes. All resident taxes for which I am liable have been paid.

REGISTRATION CERTIFICATE

0850A0063086

EXP 02/28/2018

PLATE T495598 TYPE TRAI CD 1 VSN S049898 GVW 7485
MAKE HORN MODEL 35F BDY STL CAMP CLR WHI
YEAR 1995 FT AXLES 2 LP NEW 24500 VIN 44HTHOT28S4017403

PP# DOB/ID LAST NAME SUFFIX FIRST NAME M
02/21/1963 TENBROECK-BROWN LINDA L



N.H.S.D. - M.V.
OFFICIAL DIRECTOR
VALIDATION # 2495

RETAIN FOR TAX PURPOSES	
STATE FEES	
REGISTRATION	\$10.00
STATE PARK PLATE	\$0.00
TITLE	\$0.00
TOTAL DUE	\$10.00
MUNICIPAL FEES	
MOS/MILLS 3 3	\$18.00
MOS/MILLS 0 0	\$0.00
PERMIT FEE	\$18.00
AGENT	\$3.00
CLERK	\$2.00
LOCAL TITLE	\$0.00
TRANSFER	\$5.00
TRANSFER CREDIT	\$1.00
TRANSPORTATION	\$5.00
TOTAL DUE	\$32.00
MUNICIPAL COMMENT: Receipt: 108306;	
Pursuant to RSA 261:55, the Director must be notified in writing within 30 days when moving from the address printed on the registration certificate.	

OWNERS

TRANSFER REGISTRATION

07DEC2017 5003.0001 0850 9976 1 \$10.00

NOT VALID WITHOUT DIRECTOR'S SEAL

ATTENTION:

RSA 266:1 IV provides that newly registered vehicles and vehicles of which the ownership has been transferred must be inspected within 10 consecutive days of the registration date stamped on the registration certificate. If a new vehicle is purchased at retail from a licensed dealer the vehicle must be inspected no later than 20 days after the date of transfer.

LINDA L TENBROECK-BROWN
6 APPLIEDORE AVE
NORTH HAMPTON NH 03862

Linda L Tenbroeck-Brown

RDMV 344 (REV 02/08)

OWNER'S COPY

LEGAL ADDRESS
150 LAFAYETTE RD # 18
RYE NH 03871

CHANGE ADDRESS IN SPACE ABOVE

(THIS APPLICATION IS SIGNED AND ANY ADDITIONAL INFORMATION IS OFFERED UNDER PENALTY OF UNLAWFUL FALSIFICATION PURSUANT TO RSA 641:3)

No mechanism for prop taxes.



STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
Division of Forests and Lands

172 PEMBROKE ROAD CONCORD, NEW HAMPSHIRE 03301
PHONE: 271-2214 FAX: 271-6488 WWW.NHDFL.ORG

December 19, 2017

Board of Selectmen
10 Front Street
Exeter, New Hampshire 03833

Dear Selectmen:

The New Hampshire Division of Forests and Lands has sold an estimated 247,320 board feet of sawlogs and 1,169 tons of hardwood roundwood, mixedwood chips and softwood pulp on the Conner Farm Wildlife Management Area in the town of Exeter, New Hampshire to Towle Hill Tree & Timber, Inc., 13 Washington Way, Kingston, New Hampshire 03848. Enclosed is a copy of Exhibit A. Timber Included, Price from the Timber Sale Contract and Agreement for your reference for the timber tax which is payable by the Purchaser to your town.

Sincerely,

William T. Guinn, Administrator
Forest Management Bureau

Enclosure
WTG/rt

cc: Exeter Tax Collector
Project File

Exhibit A.

STIPULATIONS SPECIFIC TO THIS TIMBER SALE CONTRACT AND AGREEMENT

I. TIMBER INCLUDED, PRICE

A. The State sells to the Purchaser and the Purchaser hereby buys from the State all unmarked live trees within the delineated group selection areas, and all trees marked in blue paint for skid trails found upon 108 acres more or less of land belonging to the State, being a portion of the Conner Farm WMA in the town of Exeter, New Hampshire for and in consideration of the following prices:

PRICE	UNIT	SPECIES	PRODUCT
\$200.00	MBF	White Pine	Sawlogs
\$50.00	MBF	White Pine	Pallet
\$100.00	MBF	Red Pine	Sawlogs
\$60.00	MBF	Hemlock	Sawlogs
\$500.00	MBF	Red Oak	Sawlogs
\$125.00	MBF	Red Oak	Pallet
\$80.00	MBF	Other Hardwood	Sawlogs
\$40.00	MBF	Hardwood	Pallet
\$1.00	Tons	Hardwood	Roundwood
\$1.00	Tons	Softwood	Pulp
\$1.00	Tons	Mixedwood	Chips*

*The price for mixedwood chips has been calculated using a weighted average of the prices bid for hardwood roundwood, softwood pulp and hemlock pulp as outlined in the Timber Sale Prospectus.

B. The total estimated volume of marked trees is approximately 247,320 board feet and 1,169 tons consisting of:

Species	Product	Unit 1 (bd ft)	Totals (bd ft)
White Pine	Sawlogs	173,671	173,671
White Pine	Pallet	26,051	26,051
Red Pine	Sawlogs	10,899	10,899
Hemlock	Sawlogs	7,500	7,500
Red Oak	Sawlogs	15,652	15,652
Red Oak	Pallet	2,348	2,348
Other Hardwood	Sawlogs	9,738	9,738
Hardwood	Pallet	1,461	1,461
		(tons)	(tons)
Hardwood	Roundwood	306	306
Softwood	Pulp	863	863

Timber Tax Notice for Timber Sales on State Lands

Dear Town Official,

When an Intent-to-Cut is filed for a timber sale on State land RSA 79:3-a requires municipalities to collect a tax bond from the buyer of the stumpage if they do not own land within the town the timber is being harvested from. *This is your responsibility.* To assist municipalities, the Division of Forests and Lands routinely provides to towns in which a state timber sale occurs a letter specifying the species, products and volumes of products estimated to be harvested from the timber sale, prior to the harvest.

79:1 II-a Owner means:

(3) Any person who has purchased stumpage and cutting rights on public lands.

79:3-a Land Ownership. –

I. Until an owner has furnished a bond or other security to the town, no owner shall cut or cause to be cut growing wood and timber if such owner:

(a) Does not own land in the town where he intends to cut.

(b) Ceases to own land in the town where he is cutting after filing an intent to cut.

And

79:10-a Bond Required. –

I. The assessing officials shall, within 30 days of the receipt of the notice of intent to cut pursuant to RSA 79:10, or within 15 days of written notification of a change in ownership from the owner pursuant to RSA 79:3-a, II, notify in writing the owner filing such notice of the amount and conditions of any bond or other security which they deem necessary to secure the payment of the yield tax due from the operation described in the notice of intent to cut.

II. No owner required to furnish bond or other security in accordance with RSA 79:3-a shall commence to cut or continue to cut until such owner has posted the bond or other security. No owner who owns land in the town where the owner intends to cut shall be required to post a bond or other security as a condition to cut, unless the owner is delinquent on town timber taxes or property taxes.

III. Any owner who commences a cutting operation or who continues a cutting operation without first furnishing a bond or other securities as deemed necessary by the assessing officials shall be guilty of a misdemeanor.

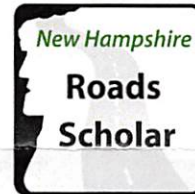
If you have any questions please contact:

Questions about the timber sale – Will Guinn - Administrator, Forest Management Bureau, NH Division of Forests and Lands, 172 Pembroke Road, Concord, NH 03301. Tel. 271-2215 x 326, e-mail William.Guinn@dred.nh.gov.

Questions about timber tax – Rick Evans – Timber Appraiser, NH Department of Revenue Administration, 109 Pleasant St. Concord, NH 03301. Tel. 230-5952, e-mail Rick.Evans@dred.nh.gov.

December 18, 2017

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



Re: Roads Scholar Program

Dear Sirs and Madams:

It is our pleasure to inform you that Jennifer Mates has achieved the status of **Roads Scholar One**. The T² Center has created the Roads Scholar Program to recognize various achievement levels in our educational program for people who work in public works.

Roads Scholar One is the **first achievement level** of the six levels in the Roads Scholar Program. It is distinguished from the other levels by requiring the completion of 25 contact hours, at the learner's discretion. The typical training session yields five hours of contact, therefore an individual must typically attend **five one-day workshops** to reach the level Jennifer has completed.

On behalf of the Technology Transfer Center, I am pleased to notify you of the extra effort and commitment that Jennifer has demonstrated in order to achieve this status. He deserves to be congratulated for his persistence and drive to maintain a leading edge in the field of local road maintenance and construction.

Sincerely,

A handwritten signature in blue ink that reads "Amy Begnoche".

Amy Begnoche
LTAP Director

/acb

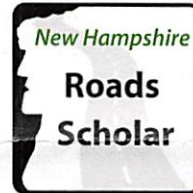
cc: Jennifer Mates

The UNH Technology Transfer Center is sponsored by the Federal Highway Administration and the New Hampshire Department of Transportation. One of the missions of the Technology Transfer Center is to provide educational support for the people who build and maintain the nation's infrastructure



December 18, 2017

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



Re: Roads Scholar Program

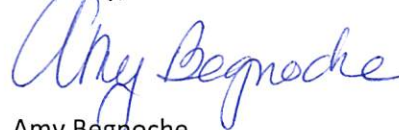
Dear Sirs and Madams:

It is our pleasure to inform you that George McAllister has achieved the status of **Roads Scholar Two**. The T² Center has created the Roads Scholar Program to recognize various achievement levels in our educational program for people who work in public works.

Roads Scholar Two is the **second achievement level** of the six levels in the Roads Scholar Program. It is distinguished from the other levels by requiring the completion of 50 contact hours, which must include: 20 hours in technical areas, 5 hours in supervision, 5 hours in environmental, and 10 hours in safety. The additional 10 hours required for this level are at the learner's discretion. The typical training session yields five hours of contact, therefore an individual must typically attend **ten one-day workshops** to reach the level George has completed.

On behalf of the Technology Transfer Center, I am pleased to notify you of the extra effort and commitment that George has demonstrated in order to achieve this status. He deserves to be congratulated for his persistence and drive to maintain a leading edge in the field of local road maintenance and construction.

Sincerely,

A handwritten signature in blue ink that reads "Amy Begnoche".

Amy Begnoche
LTAP Director

/acb

cc: George McAllister

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Region 1
5 Post Office Square, Suite 100
Boston, MA 02109-3912

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Russell Dean
Town Manager
Town of Exeter
10 Front Street
Exeter, NH 03833-2792

Re: NPDES Permit No. NH0100871
Administrative Order Docket No. 10-024

Dear Mr. Dean:

EPA and the New Hampshire Department of Environmental Services have received and reviewed Exeter's January 30, 2017 *Combined Sewer Overflow Long-Term Control Plan ("LTCP") Update* prepared by Underwood Engineers, and the subsequent update to LTCP Table 14-2. By this letter, the proposed CSO LTCP Implementation Schedule in the November 29, 2017 Update of Table 14-1 for Project Years 2017 through 2019 (see enclosure) is incorporated into the Order and is enforceable pursuant to Paragraph IV.3 of the Order.

Please telephone Joy Hilton of my staff at (617) 918-1877 or have your attorney contact Jeff Kopf at (617) 918-1796 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Karen McGuire".

Karen McGuire, Acting Director
Office of Environmental Stewardship

Enclosure

cc: Jennifer Perry, Public Works Director
Matthew Berube, Acting Water & Sewer Managing Engineer
Paul Vlasich, PE, Town Engineer
Tracy Wood, NHDES

Town Manager's Office

DEC 6 2017

Received

Table 14-1 (2017 UPDATE)
Suggested CSO LTCP Sewer Implementation Schedule and Cash Flow - 3-Year Plan
November 2017

Sewer Improvement Project/Program	Total Cost ^{3,4,5}	Project Year														
		ACTUAL				RECOMMENDED										
		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
WWTF Improvements ²																
Facility Plan	\$375,000	\$375,000														
WWTF and Main Pumping Station Design	\$0			\$3,211,300												
WWTF Construction	\$43,760,000					\$43,760,000										
Main Pumping Station & Force Main Construction	\$3,552,402						\$6,240,000	*								
Non-point Nitrogen Evaluations and Controls ⁹	TBD					TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Phase II On-Line (5 mg/L)- If Necessary, TBD ⁹	TBD															
Subtotal Additional I/I Projects AO Driven	\$47,687,402	\$375,000	\$0	\$3,211,300	\$0	\$43,760,000	\$6,240,000	\$0								
Long Term CSO Control Plan																
Submit Report and/or update tech memo		*				*			*							
Jady Hill Project ^{1,6}																
Construction	\$3,436,000	\$3,436,000														
Evaluation/Assessment	\$20,000		\$20,000													
Additional Evaluations/Private Inflow Mitigation ¹⁰			\$41,000	\$73,400	\$29,300	\$20,000	\$20,000	\$20,000	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Manhole Rehabilitation		\$30,000	\$60,000	\$60,000	\$60,000	\$60,000	\$30,000									
Downing Ct./Westside Drive Private Inflow Pilot Areas																
Design	\$80,000								TBD							
Construction/Implementation ^{1,8}	\$1,000,000								TBD	TBD						
Evaluation/Assessment	\$40,000															
Subtotal Additional I/I Projects LTCP Driven		\$3,466,000	\$121,000	\$133,400	\$89,300	\$80,000	\$50,000	\$20,000								
Wastewater Collection CIP ⁷																
Portsmouth Avenue Sewer	\$900,448	\$900,448														
Lincoln Street Sewer	\$865,000					\$75,000	\$790,000									
Washington St. Sewer								TBD								
Pipe Lining							\$40,000									
Sewer Line Rehabilitation/Replacement Program	TBD					TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Subtotal Existing CIP Sewer Projects		\$900,448	\$0	\$0	\$0	\$0	\$0	\$0								
ANNUAL TOTAL LTCP AND EXISTING SEWER CIP (WWTF COSTS NOT INCLUDED)		\$4,741,448	\$121,000	\$3,344,700	\$89,300	\$TBD	\$TBD	\$TBD	\$TBD	\$TBD	\$TBD	\$TBD	\$TBD	\$TBD	\$TBD	\$TBD
		Actual CSO LTCP Costs				Planned CSO LTCP Budgets			8-YEAR PHASE II LTCP							
		\$3,809,700				\$6,390,000			Costs TBD if needed							

Notes:

- 1 Pilot areas should be done initially to further refine private I/I approach.
- 2 WWTF expenditures and budgets provided by Town.
- 3 All recommended expenditures and projects indicated above may require Town authorization through voting.
- 4 Reassessment of affordability and approach of the program should be performed during critical milestones such as pilot area implementation, WWTF upgrade, and main pumping station improvements.
- 5 Budgetary project costs are present day and have not been escalated for the time value of money.
- 6 Jady Hill Project costs includes sewer related expenses only.
- 7 Wastewater collection system CIP based on actual sewer expenditures and construction phase engineering for the Portsmouth Ave. sewer and estimates for the Lincoln St. Sewer.
- 8 Assumes sump pump mitigation project in Westside Drive Pilot Area and sewer rehabilitation program in Downing Court Pilot Area.
- 9 Schedule is based on US Environmental Protection Agency (EPS) draft Administrative Compliance Order (ACO).
- 10 Actual expenditures based on UE engineering contracts for private I/I identification, public education and mitigation program.