

Exeter Board of Selectmen Meeting
Monday, March 26th, 2018, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Bid Openings – Lincoln Street Project Phase 2
3. Public Comment
4. Minutes & Proclamations
 - a. Proclamations/Recognitions
5. Approval of Minutes
 - a. March 12th, 2018
6. Appointments – Budget Recommendations Committee
7. Discussion/Action Items
 - a. Epping Road TIF Contract – Survey Addition
 - b. Pickpocket Dam Breach Analysis Presentation
 - c. FEMA LOMR (Letter of Map Revision) Presentation
 - d. Review BOS Committee Assignments
 - e. Review Board Meeting Calendar 2018
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

Julie Gilman, Chairwoman
Exeter Selectboard

Posted: 3/23/18 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

Board of Selectmen
Draft Minutes
March 12th, 2018

1. Call to Order

Present at the meeting were Dan Chartrand, Don Clement, Kathy Corson, Julie Gilman, and Russ Dean. Absent was Anne Surman. The meeting was called to order at 7:00PM by Chairman Clement.

2. Bid Openings: Parks and Rec. Mower & Docks

a. Docks-

Great Northern Docks Inc. in Naples, ME: A pressure treated dock would be \$14,500. A modular plastic dock would be \$19,500.

Easy Docks: The total charge would be \$16,046.17, with delivery and installation included.

MOTION: Selectman Chartrand moved to defer the bids to the parks and rec department for a recommendation. Selectwoman Gilman seconded the motion, and it passed unanimously.

b. Mower-

Perkins Power Equipment in Exeter, NH: The cost for a mower would be \$11,730.

JM Hayden in Newfields, NH: The cost would be \$11,206.40 for a Tigercat 261, \$12,133.60 for a Cheetah 61, and \$13,814.40 for a TurfTiger.

MOTION: Selectman Chartrand moved to defer the bids to the parks and rec department for a recommendation. Selectwoman Gilman seconded the motion, and it passed unanimously.

3. Winter Storm Update

Chief Comeau talked about the upcoming storm, which would be the 3rd major storm in two weeks. During the last storm, 60% of Exeter residents lost their power. Chief Comeau said he had participated in conference calls with state emergency management and Unitil to prioritize needs. Unitil had about 50 trucks last storm working to restore power. There was no loss of poles, only trees and lines were downed. He said that this storm will be colder, so the snow will probably be lighter and cause less power outages. There were 16-18 inches of snowfall predicted. He asked residents to prepare their generators, but to keep carbon monoxide poisoning in mind. He also suggested that people have enough food and water for a few days in case of power outage and asked that residents try to keep fire hydrants clear.

Mr. Dean said that he appreciated the professional and methodical approach that the emergency departments had to the storms. Darius Thompson thanked public works and Urban Tree for removing downed trees, and also encouraged residents to check on their elderly neighbors.

4. Public Comment

Niko Papakonstantis said that reflecting on his past 5 or 6 years, he wanted to mention the positive things in Exeter including a stable tax rate, economic development, more town efficiency, and the quality of the town manager. He thanked Selectman Chartrand for keeping the big picture in mind,

and wished him the best. Selectman Chartrand recognized Mr. Papakonstantis for his work with the budget recommendations committee.

5. Minutes/Proclamations

There were no proclamations at this meeting.

6. Approval of Minutes

a. 2/19/18

Selectwoman Gilman said that on page 4, the HDC is incorrectly written as the NHDC.

MOTION: Selectman Chartrand moved to approve the minutes as amended. Selectwoman Gilman seconded the motion, and it passed unanimously.

b. 2/26/18

MOTION: Selectman Chartrand moved to approve the minutes as submitted. Selectwoman Gilman seconded the motion, and it passed unanimously.

7. Appointments

MOTION: Selectwoman Corson moved to appoint Jennifer Martel as an alternate member of the planning board, to expire 4/30/2020. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to appoint Robin Tyner as a member of the energy committee, with no term. Selectwoman Gilman seconded the motion, and it passed unanimously.

Selectman Chartrand suggested that the board also appoint Ms. Tyner as an alternate member of the planning board, because she had expressed interest in both. Chairman Clement said that he did not want to appoint someone to two boards at once, and that the energy committee was her primary choice. Selectwoman Gilman said that she would be comfortable appointing her to two positions because the alternate planning board members do not typically vote, and the energy committee has a relatively light workload. Selectwoman Corson agreed, and expressed her desire to fill up the planning board and mentioned how difficult it is to get volunteers for these positions.

MOTION: Selectman Chartrand moved to appoint Robin Tyner as an alternate member of the planning board, to expire 4/30/2020. Selectwoman Gilman seconded the motion, and it passed 3-1-0, with Chairman Clement voting nay.

8. Action Items

a. Town Election Overview – Town Moderator

The town moderator, Paul Scafidi, said that he had a phone call with Chief Comeau, Chairman Clement, Mr. Dean, Chief Shupe, the town's legal counsel, and the secretary of state about the upcoming town election. Last year, Exeter postponed their election for two days. They were informed by the secretary of state that they could not postpone the election this year despite the winter storm.

Mr. Scafidi said that the polls would be open at the old high school in the Talbot Gym from 7AM-8PM. He mentioned that there were a lot of absentee ballots, and reminded residents that poor weather was not a reason to submit an absentee ballot. He also said that new voters can register to vote at the polls, but they must show proof of citizenship (a driver's license would not suffice for this). If someone does not have proof of citizenship, they would need to fill out an affidavit at the polls and show proof at a later time. They must also show proof of residency to register, such as a bill or a lease agreement. Voters who are already registered only need to show a form of ID.

The parking lot at the old high school would be plowed as much as possible, and Mr. Scafidi informed everybody that they cannot show any campaign materials inside of the building. The school had cancelled classes due to the storm, so there would be no disruption.

Selectwoman Gilman brought up that the state finance committee had suggested adding staff to the attorney general's office in order to handle any challenged ballots. There was also a concern among the board members that the storm would potentially hurt voter turnout. Selectman Chartrand said that he thought that the best decisions about town voting come locally, and did not think that the secretary of state should make decisions about the issue for the entire state. Mr. Thompson asked if the school had a backup generator in case power was lost. Mr. Scafidi said that it did not, and that if ballots could not be put through the ballot machine, they would be stored in a secure location until they could be counted using the machine. He also said that over 200 absentee ballots would be hand-counted.

b. IRS Mileage Rate 2018

Mr. Dean said that the IRS mileage rate had been changed at that beginning of January from 53.5 cents to 54.5 cents per mile. He'd like the board to vote on it to be implemented, and would also like to approve an automatic rate increase each year when the IRS changes their rate. If the automatic update was approved, all employees would be notified each year when the rate changed.

Chairman Clement was concerned that the IRS rate might go down, and that he would not want the board to automatically lock in a low rate. He asked if the board would still be able to review the rate change and set their own if needed. Mr. Dean said that the board can review the rate at any time, and that the automatic rate change would simply standardize it. He also said that the rate tends to be fairly consistent, especially in times of stable energy cost. Mileage reimbursement is a small item in the town budget. Selectwoman Corson said that she did not wish the town to be behind the IRS rate, and that it would be a good idea to automatically update it so that the town stays current.

MOTION: Selectwoman Corson moved to adopt the new mileage rate of 54.5 cents per mile. Selectman Chartrand seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve the automatic update of the standard mileage rate in January, in accordance with the IRS rate, as long as notice is given to the board of selectmen. Selectwoman Gilman seconded the motion, and it passed unanimously.

9. Regular Business

a. Tax, Water/Sewer Abatements and Exemptions

MOTION: Selectwoman Corson moved to approve veteran credits for the following properties: map 90, lot 33, unit 3; map 86, lot 51, unit 1 for \$500. Selectman Chartrand seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve the disability exemption for \$125,000 for the following properties: map 73, lot 242; map 95, lot 64, unit 311; map 95, lot 64, unit 257. Selectwoman Gilman seconded, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve the elderly exemption for \$236,251 for the following properties: map 52, lot 72; map 87, lot 8, unit C15; map 104, lot 79, unit 1006; map 64, lot 105, unit 103; map 28, lot 5; map 72, lot 117, unit 4; map 55, lot 46; map 81, lot 34; map 68, lot 6, unit 241; map 64, lot 24; map 104, lot 79, unit 610; map 104, lot 79, unit 117; map 104, lot 79, unit 903; map 73, lot 66; map 52, lot 63; map 71, lot 2. Selectwoman Gilman seconded, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve the elderly exemption for \$152,251 for the following properties: map 104, lot 79, unit 115; map 104, lot 79, unit 705; map 103, lot 15, unit 2; map 72, lot 17, unit 6; map 63, lot 102, unit 54; map 103, lot 7; map 62, lot 8; map 74, lot 11. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve the elderly exemption for \$183,751: map 54, lot 4, unit 20; map 104, lot 79, unit 106; map 52, lot 68; map 54, lot 4, unit 6. Selectwoman Gilman seconded the motion, and it passed unanimously.

b. Permits and Approvals

MOTION: Selectman Chartrand moved to approve the use of the town hall stage by Karen Desrosiers of the arts committee, for their Weekend of Music event from 3/7/19-3/10/19. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the use of the town hall stage by Mona Pinnette of the Taoist Tai Chi Society for their meeting and training on 4/22/18. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the fee waiver for the Taoist Tai Chi Society. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the use of the town hall stage, and the small room near the entry by Ellen Addington of the Exeter Area GFWC for their bake sale on 3/24/18, from 8AM-12PM. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the use of the town main floor, the poster board and the bandstand by Sharon Marston of TEAM Exeter for their Fall Equinox Fest on 9/21/18-9/23/18. This motion would also approve their use of four parking spaces on 9/21/18 from 5PM-9PM. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the fee waiver for TEAM Exeter. Selectwoman Gilman seconded the motion, and it passed unanimously.

Mr. Dean spoke about the Epping Road TIF, and reminded the board that the town wanted to take on the Epping Road water and sewer improvements instead of sending them to an outside contractor. They got quote from CMA about that work, who the town has worked with in the past. He recommended that the board allow up to \$82,000 for the design work for the water/sewer improvements, subject to a final contract with the town. He also asked for approval for the town manager to sign. He said that the bid process was shortened and they are planning to condense steps to prevent a delay from September to November. They also have a bid opening in two weeks for the Lincoln Street project. Selectwoman Gilman was pleased that the board could shorten the process while protecting the town's interests.

MOTION: Selectman Chartrand moved to approve a contract of up to \$82,000 with CMA Engineers and to authorize the town manager to sign the agreement with them for the planning and design of the water/sewer improvements on Epping Road. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the disposal of surplus property, including old printers and computer parts, by Bob Glowacky. Selectwoman Corson seconded the motion, and it passed unanimously.

c. Town Manager Report

Mr. Dean spoke about the bill in the state legislature about default budget calculation, called HB 1307. He said that the bill would change the definition of contracts going forward, which would affect fixed costs such as worker's compensation and health insurance increases. The contracts would be defined as "previous years amounts" when discussing the default budget. If those costs are not included in the default budget, they would have to adjust.

Selectwoman Gilman said that the bill would not allow for escalators in contracts. The basis for the bill is that they do not want default budgets to be "padded" with costs that people do not understand. The bill has passed the house, but has not yet passed the senate. She said there would be about 150 legislative bodies affected, SB2 bodies. She believes that a lot of representatives from legislatures without SB2 wouldn't understand the consequences.

Mr. Dean said the bill might have unintended consequences. He also brought up another bill about utility valuations, which would change the way that utilities are valued and would affect tax bills. He also wanted to thank Selectman Chartrand for his service on the board. Selectman Chartrand also expressed gratitude towards Mr. Dean.

d. Committee Reports

Selectwoman Gilman said that she will have a HDC meeting on Thursday for the 173 Water Street property, which would consist of a big change. She also wanted to thank Selectman Chartrand for his service.

Selectwoman Corson did not have a planning board meeting because it was cancelled due to the storm. She did go to the Riverwoods Forum, where a resident was presented with a dedication. She thanked Selectman Chartrand for his work on the board.

Chairman Clement said that the E911 committee had reviewed name changes, and found a mistake in the numbering for one of the streets. The residents on the street will be notified, and the numbering will be voted on again. He thanked Selectman Chartrand for his deep commitment to the town.

Selectman Chartrand wanted to encourage the residents of the town to serve on their local boards and committees, and said that he felt that the experience had been generally very rewarding.

e. Correspondence

There was a letter from New Generations, thanking the town for their donation from human services. NH Preservation Alliance sent the town a notice about their membership reaching its expiration date soon. And finally, there was a letter from Corporate Consulting with a brochure about municipal assessing services.

10. Review Board Calendar

The next meeting will be on March 19th, 2018.

11. Non-public Session

There was no non-public session.

12. Adjournment

Before the meeting adjourned, Selectman Chartrand moved that Joe Pace, a Kensington resident, be allowed the speak. It was voted on unanimously.

Mr. Pace said that he had served on the board from 2000-2009, and thanked them for their work. He recognized Selectman Chartrand on the board. Paul Royal, an Exeter resident, also spoke and thanked Selectman Chartrand on his service to the town. He appreciated that the board tries to do their best for the town's interests. Mr. Thompson thanked Selectman Chartrand for his example of leadership.

MOTION: Selectman Chartrand moved to adjourn the meeting. Selectwoman Gilman seconded, and the meeting was adjourned at 8:35PM by a unanimous vote.

Respectfully submitted by recording secretary Samantha Cave.

Committee Appointments

March 26, 2018

Candidates

Budget Recommendations Committee

Corey Stevens

Steve Ramsay

ARTICLES CONTINUED

Article 5

Shall the Town vote to raise and appropriate the sum of two million eight hundred two thousand dollars (\$2,802,000) for the design and construction of road, sidewalk, streetscape, drainage, stormwater management, water and sewer improvements on Lincoln Street, Tremont Street, and Daniel Street, and to authorize the issuance of not more than \$2,802,000 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 general fund (\$1,702,000), the sewer fund (\$932,000) and the water fund (\$168,000). (3/5 ballot vote required for approval.) Recommended by the Board of Selectmen 5-0.

YES
NO

Article 6

Shall the Town vote to raise and appropriate the sum of one million five hundred thousand dollars (\$1,500,000) for the design and construction of drinking water system improvements to decrease the formation of trihalomethanes (THM's) and to authorize the issuance of not more than \$1,500,000 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.) Recommended by the Board of Selectmen 5-0.

YES
NO

Article 7

Shall the Town vote to raise and appropriate the sum of one million three hundred eighty one thousand dollars (\$1,381,000) for the replacement of culverts and associated bridge reconstruction work on Court Street at Little River and to authorize the issuance of not more than \$1,381,000 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 general fund (\$1,336,000) and the water fund (\$45,000) (3/5 ballot vote required for approval.) Recommended by the Board of Selectmen 5-0.

YES
NO

Article 8

To choose all other necessary Town Officers, Auditors or Committees for the ensuing year. **BUDGET RECOMMENDATIONS COMMITTEE:** Pat Ballantyne, Nancy Belanger, Len Benjamin, Rob Ficara, Nicholas Gray, Fran Hall, Bob Kelly, Peter Lennon, Niko Papakonstantis, Steve Ramsey, Judy Rowan, Christine Soutter **FENCE VIEWER:** Doug Eastman; **MEASURER OF WOOD & BARK:** Doug Eastman; **WEIGHER:** Jay Perkins

YES
NO

Article 9

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 \$18,137,426. Should this article be defeated, the default budget shall be \$17,908,273 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) Recommended by the Board of Selectmen 3-2.

YES
NO

Article 10

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 \$3,308,733. Should this article be defeated, the water default budget shall be \$3,254,972 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) Recommended by the Board of Selectmen 5-0.

YES
NO

Article 11

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 \$2,383,661. Should this article be defeated, the default budget shall be \$2,350,970 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) Recommended by the Board of Selectmen 5-0.

YES
NO

Article 12

Shall the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the SEIU (Service Employees International Union) Local 1984 for FY17 and FY18 which calls for the following salaries and benefits at the current staffing levels:

Year	Estimated Salary/Benefits Increase		
	General Fund	Water Fund	Sewer Fund
FY17	\$13,730	\$10,502	\$10,024
FY18	\$36,093	\$12,516	\$9,781

And further, to raise and appropriate the sum of thirty-four thousand two hundred fifty six dollars (\$34,256) for the 2017 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) Recommended by the Board of Selectmen 5-0.

YES
NO

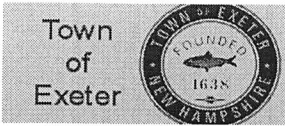
GO TO NEXT BALLOT AND CONTINUE VOTING

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager
RE: Epping Road Design TIF Contract
DATE: March 23, 2018

The Board approved a contract with CMA Engineers in the amount of \$82,000 on March 12th. Since that meeting, additional survey work on Epping Road in the amount of \$5,000 has been identified. We will be asking the Board to approve this change Monday evening to keep the project moving forward. The total cost will now be \$87,000.

These contracts will be paid for with TIF funds.



Russ Dean <rdean@exeternh.gov>

Backup for LOMR and Breach Analysis

Jennifer Perry <jperry@exeternh.gov>

Fri, Mar 23, 2018 at 1:46 PM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>

Cc: Paul Vlasich <pvlasic@exeternh.gov>, Trisha Allen <tallen@exeternh.gov>

Hi Russ,

I have attached the letter we received this week from NHDES reclassifying Pickpocket Dam to high hazard.

The breach analysis is on the Town website on the River Advisory page at http://exeternh.gov/sites/default/files/fileattachments/river_advisory_committee/page/13541/pickpocket_dam_breach_updated_12.15.17.pdf We don't recommend including it because of size and difficulty viewing plans.

I don't have anything on the LOMR at this point, I assume VHB will have presentation handouts.

Thank you,

Jennifer

[Quoted text hidden]

--

Jennifer Royce Perry, P.E., Director

Exeter Public Works

13 Newfields Road

Exeter, NH 03833

(603) 773-6157

Enhancing, Preserving Community & Environment

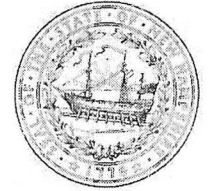
Like us on Facebook!

**NHDES_Reclassification_2018_03_15.pdf**

1243K



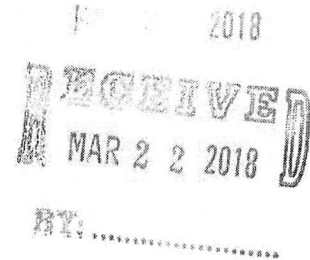
The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Clark B. Freise, Assistant Commissioner

March 15, 2018

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



RE: Reclassification of Pickpocket Dam, Brentwood, #D029007

Dear Ms. Perry:

The New Hampshire Department of Environmental Services Dam Bureau (NHDES) is sending this letter to notify you that, in accordance with Env-Wr 303.02, it has reviewed the impacts associated with a failure of the Pickpocket Dam provided in the Dam Breach Analysis report completed by your engineering consultant dated December 30, 2016 – revised December 15, 2017. NHDES received the report by e-mail dated January 26, 2018. As a result of that review, NHDES has reassigned the hazard classification of Pickpocket Dam. For the reasons outlined below, NHDES has determined that the hazard classification should be changed from a “low hazard” potential dam to a “high hazard” potential dam.

As a result of the reclassification, the Pickpocket Dam will now be subject to meeting the design and safety standards applicable to its new classification, as well as the changes listed below. A full listing of the requirements may be found in part Env-Wr 303 of the administrative rules relating to dams.

- Per RSA 482:8-a, the Annual Dam Registration Fee will change from \$400 to \$1,500.
- The scheduled safety inspections carried out by NHDES will change from every six (6) years to every two (2) years.
- The Operations, Maintenance and Response (OMR) form must be revised to reflect the revised hazard classification.
- In accordance with Env-Wr 303.11 Discharge Capacity, the dam must have sufficient capacity to pass the runoff produced by 250% of the 100 year flood generated by the drainage area upstream of the dam with one foot of freeboard and without manual operations. NHDES’ regulations allow dam owners the option of passing the Inflow Design Flood (IDF). This is a storm that generates a lesser runoff rate and may be applied if it is shown that dam failure flows, when combined with this runoff rate, would not contribute to endangering additional public safety or property downstream of the dam. Alternatively, Env-Wr 303.12 allows for demonstrating that the dam is stable or can be made stable for either the 250% of the 100-year flood or the IDF, as applicable.
- As required by RSA 482:11-a and in accordance with Env-Wr 500, the owner shall develop an Emergency Action Plan (EAP).

Hazard Classification and Justification:

In a 2011 Letter of Deficiency (LOD), NHDES requested that the owner submit a report by a qualified engineering consultant modeling the impacts from a breach of the dam under sunny-day and 100-year storm conditions. The results of the dam failure analyses completed by your engineering consultant indicate that, if the dam failed, there exists the potential for probable loss of life in the downstream reach below the dam. In the analysis it was determined that a failure of the Pickpocket Dam during the 100-year flood event results in greater than one foot of incremental flooding of at least one building, which meets the criteria for a high hazard dam. Additional high hazard impacts may also be identified after the dam breach model is revised based on comments NHDES will be making as part of a forthcoming Letter of Deficiency (LOD).

The definition of a high hazard dam, provided in Env-Wr 101.21 of New Hampshire's Dam Safety Rules, includes specific criteria that could qualify a dam as a high hazard dam. In this case NHDES has determined that the dam meets the criteria listed below:

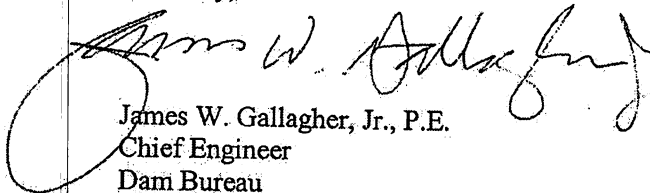
Env-Wr 101.21 "High Hazard Structure" means a dam that has a high hazard potential because it is in a location and of a size that failure or misoperation of the dam would result in probable loss of human life as a result of:

- (b) *Water levels rising above the first floor elevation of a habitable residential structure or a commercial or industrial structure which is occupied under normal conditions when the rise due to dam failure is greater than one foot;*
- (e) *Any other circumstance which would more likely than not cause one or more deaths.*

Please be advised that if you do not agree with the NHDES' determination to reassign the hazard classification and wish to request reconsideration, the process that must be followed is described in section Env-Wr 303 of the NHDES' administrative rules. Included with this letter are the administrative rules that govern the NHDES' review of and the procedures for appealing hazard classifications.

If you have any questions, or would like to discuss this matter further, please contact James Weber, P.E. at 271-8699 or me at 271-1961.

Sincerely,



James W. Gallagher, Jr., P.E.
Chief Engineer
Dam Bureau

Enclosure

cc: Town of Brentwood

Mr. Paul Vlasich, P.E. – Town of Exeter Public Works

JWG\JR\was:\WD-Dam\damfiles\D029007\Letter\20180315 D029007_reclass.docx

NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES

Env-Wr 303.02 Review of Hazard Classification.

(a) The department shall review the classification of a dam in conjunction with any inspection conducted pursuant to Env-Wr 302.02.

(b) If the department determines that a dam no longer meets the criteria of the class to which it had been assigned, the department shall reassign the dam to the proper classification.

(c) Upon reassigning a dam to a different classification, the department shall notify the owner in writing of:

(1) The new classification; and

(2) Any new requirements that might apply as a result of the reclassification.

Source. #1716, eff 2-20-81; ss by #2207, eff 12-13-82; ss by #2900, eff 11-7-84; ss by #4534, eff 11-30-88; ss by #5080, eff 2-22-91; ss by #6462-B, eff 2-21-97; ss by #8285, INTERIM, eff 2-21-05, EXPIRES: 8-20-05; ss by #8414, eff 8-20-05; ss by #10510, eff 1-22-14

Env-Wr 303.03 Appeal of Classification.

(a) If the owner disagrees with the department's decision to reclassify a dam's hazard classification, the owner may request that the department reconsider the decision.

(b) To request reconsideration, the owner shall submit a written request to the department that includes the following:

(1) The name, mailing address, and daytime telephone number of the owner;

(2) The dam number assigned by the department, if known, and if not known, the location of the dam by:

a. Tax map and lot number of the property on which the dam is located;

b. Location of the dam on the applicable USGS Quadrangle map; and

c. Name of the stream, river, or other water body on which the dam is located, if applicable;

(3) The results of a dam breach analysis, including routing of the flow downstream of the dam, completed in accordance with Env-Wr 502; and

(4) An assessment of all structures potentially impacted by a dam failure, including the depth of flooding at critical structures or groups of structures.

(c) If the department determines that the information requested in (b) is insufficient to grant the requested reconsideration, the department shall:

(1) Deny the request; or

(2) If the department believes that a favorable decision might be made if inundation mapping is provided, request the owner to provide inundation mapping completed in accordance with Env-Wr 503.01.

(d) The department shall notify the owner of its decision in writing within 60 days of receiving complete information.

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager
RE: LOMR
DATE: March 23, 2018

VHB will be present on Monday, March 26th to give the Board an update on the LOMR (Letter of Map Revision) process through FEMA. The initial report regarding VHB's findings was published in September of 2017. VHB will provide the very latest information on the LOMR process Monday evening.



To: Paul Vlasich, PE
Town Engineer

Date: September 15, 2017

Memorandum

Project #: 52151.04

From: Jake San Antonio, PE
David Cloutier, PE

Re: Exeter Great Dam Removal LOMR:
Changes to FEMA floodplain elevations, Little River

This memorandum summarizes the results of VHB's hydraulic analysis of the Little River, and discusses the impacts of the analysis on regulatory flood mapping in Exeter, New Hampshire.

BACKGROUND:

The Town of Exeter enlisted VHB to perform hydraulic analysis and inundation mapping along the Exeter River reflecting the 2016 removal of the Great Dam, to support a Letter of Map Revision (LOMR) request from the Federal Emergency Management Agency (FEMA) to update flood maps for the town of Exeter. VHB's analysis indicates that the 1%-annual chance base flood elevation (BFE) would decrease by 2 to 3 feet along the 4.5-mile reach of the Exeter River upstream of the Great Dam to the Court Street bridge.

The Effective FEMA Flood Insurance Study (FIS) for the Town of Exeter includes detailed flood analysis and mapping for two rivers: the Exeter River and its tributary, the Little River. The reduced BFE along the Exeter River associated with the Great Dam removal impacts flood water elevations along the Little River, therefore VHB's analysis included both the Exeter River and the Little River.

To calculate the revised flood water elevations along the Exeter River and Little River, VHB developed a hydraulic model using the US Army Corps of Engineers HEC-RAS software incorporating historic hydraulic modeling data from FEMA, hydrologic and topographic data from the USGS, and field survey of the Great Dam area after its removal.

RELATION OF LOMR TO PRELIMINARY FIS:

FEMA is currently in the process of updating flood maps for Rockingham County, and issued a Preliminary FIS (latest revision: February 24, 2016) that is scheduled to replace the current Effective FIS. The Preliminary FIS revises the hydrologic and hydraulic model for the Exeter River, but does not update the circa-1981 model for its tributary, the Little River. There is no firm timetable for the Preliminary FIS to become Effective, but in phone conversations with VHB FEMA staff estimated the changeover to be in 2018-2020.

Assuming that the LOMR application is submitted in Fall 2017, the Preliminary FIS is expected to become effective after the LOMR would. VHB has prepared a detailed schedule comparing the estimated timetables for the proposed LOMR and the Preliminary FIS, including the timing of public notifications to property owners affected by the LOMR. Given the large number of properties affected, VHB recommends that the Town hold a public meeting to provide information about the LOMR to the public after receiving comments from FEMA but before mailing abutter notifications. See Attachment A for a detailed schedule comparing the timeline of the proposed LOMR to the Preliminary FIS.

CHANGES FROM THE EFFECTIVE FIS HYDROLOGY:

The Preliminary FIS includes a re-evaluation of Exeter River hydrology and provides new flood discharge rates incorporating over 30 years of additional streamgage data since the development of the Effective FIS model in 1981. The revised discharge rates are approximately 30% larger than the Effective FIS. The Preliminary FIS did not evaluate

Little River hydrology. Given the significant change in the Exeter River model, VHB re-evaluated flood discharges for the Little River as part of its analysis.

The re-evaluation of the Little River hydrology estimates flood discharges to be 75% greater than the Effective FIS. This increase is due in part to an increase in watershed area from improved topographic mapping, an increase in estimated runoff from a longer record of gage data, and increased impervious cover from new development in the watershed. It is consistent with a general pattern of increased flood discharges for rivers throughout New Hampshire; a separate hydrologic and hydraulic study of the Little River prepared by Gomez and Sullivan Engineers for the Town of Exeter in 2014 estimated similar flood discharge rates.

CHANGES FROM THE EFFECTIVE FIS FLOOD ELEVATIONS:

The VHB hydraulic model for the Little River indicates that the BFE would decrease downstream of the Boston & Maine railroad bridge due to lower backwater elevations from the Exeter River, but would increase upstream of the railroad bridge due to increased flood discharge for the Little River. VHB has confirmed that flood elevations upstream are driven entirely by the limited hydraulic capacity of the railroad bridge, and are not influenced by the tailwater downstream of the bridge.

This increase in BFE would primarily impact undeveloped low-lying wetland areas between the railroad and Kingston Road, but approximately 12 mobile homes along Hilton Ave in the Exeter River MHP Co-Op would now be located within the 1%-annual-chance floodplain. No other buildings in the Town of Exeter appear to be affected by this increase. Table 1 below presents a summary of the Little River hydraulic model results compared to the current Effective FIS. Attachments B and C provide a more detailed illustration of the changes from the Effective FIS and the Preliminary FIS, providing a profile view and map view, respectively, of the updated floodplain and elevations.

Table 1. Post-Project Model WSE Results

Location and FIS Published Cross Section	HEC-RAS Station	Effective FIS 1% BFE (ft NAVD88)	Preliminary FIS 1% BFE (ft NAVD88)	Post-Project 1% BFE (ft NAVD88)	Difference vs. Effective (ft)
Little River No. 1:					
A – DS limit of study	318	30.9	30.9	28.48	-2.42
D – US of Court St.	2676	30.9	30.9	28.48	-2.42
F – DS of Linden S.	5241	30.9	30.9	28.48	-2.42
G – US of Linden St.	5375	30.9	30.9	28.83	-2.07
J – US of railroad	8149	30.9	30.9	32.48	+1.58
M – US of Kingston Rd	10367	30.9	30.9	33.74	+2.84
P – DS of dam	12766	39.6	39.6	39.23	-0.37
Q – US limit of study	12907	46.7	46.7	46.86	+0.16

Notes: Little River WSEs through published section G are from Exeter River backwater.
 Sources: Effective FIS WSEs are from 2005 Effective FIS, Post-Project WSEs for Little River are from the post-Great Dam removal HEC-RAS model developed by VHB.

CONCLUSIONS AND RECOMMENDATIONS:

The results of the hydrologic and hydraulic analysis for this LOMR represent the best available data for floodplain mapping. It is important to note that any increase in flood elevations does not represent an increase in flood risk for the affected properties – instead, it is only an improvement in flood modeling that more accurately identifies the properties and structures susceptible to flood damage. VHB recommends incorporating the revised Little River model into the proposed LOMR submittal to support prudent and practical emergency preparedness for Town and its residents.

If this LOMR is submitted and approved by FEMA as currently modeled, some property owners will be affected by being required to purchase flood insurance or by having flood insurance premium rates increase. When Exeter is impacted in the future by 100-year-magnitude flooding on the Little River, these residents will be aware of and can be insured against the flood risk.

If the FEMA flood maps are not updated to include the revised Little River model, affected property owners would not be required to purchase flood insurance. However, the Town could be held liable if a property owner is flooded and learns that the Town was aware of the flood risk. Now that the Town is aware of the increased flood risk along the Little River, it is up to the Town whether to make this risk known to the public.

VHB has identified four (4) alternative approaches and provided a discussion of their respective merits and drawbacks:

1. *Revise the Little River hydrology and hydraulics from the Effective FIS as modeled by VHB.*
This alternative will update FEMA flood maps to reflect the best available flooding model prepared by VHB. It will result in some property owners moving into the jurisdictional 1-percent-annual-chance floodplain under the revised model; these owners will now be required to purchase flood insurance.
2. *Do not change Little River hydrology or flood discharges from the Effective FIS.*
This alternative will still update the Little River hydraulic model, but will use the smaller discharge rates from the Effective FIS instead of the larger, more accurate values calculated by VHB. VHB has re-run the model using these lower discharges, resulting in no increase in calculated BFEs for the Little River compared to the Effective FIS change. Please note that this alternative would deliberately under-estimate the flood risk along the Little River so that no property owners would move into the 1% jurisdictional floodplain.
3. *Terminate the revised model at the railroad bridge (unlikely to be accepted by FEMA).*
This alternative would end the revised model at the railroad bridge, instead of extending to the limit of detailed study to Brentwood Road / Route 111A crossing further upstream. The railroad bridge serves as a pinch point in the flood map and would serve as a logical place to tie-in to Effective flood mapping. The flood mapping would remain unchanged upstream of the railroad bridge so that so that no property owners would move into the 1% jurisdictional floodplain. However, the FEMA reviewer would likely not approve this option due to the large difference in flood discharge rates between the Effective FIS upstream and the proposed model downstream.

4. *Do not submit a revised model for the Little River (unlikely to be accepted by FEMA).*

This alternative would only submit a revised model for the Exeter River, and would leave the Little River model unchanged from the Effective FIS. VHB received a copy of the original Effective hydraulic model from FEMA, and this model does provide a flood profile for the Little River that could be used to update floodplain delineation along the section of the river where the Exeter River backwater has been lowered. However, the Effective hydraulic model geometry was developed using outdated topographic data, and the FEMA reviewer would likely not accept a hydraulic model that is inconsistent with current topographic data.

VHB recommends that the Town move forward with Alternative 1, incorporating the best available flood modeling data resulting in an increase in the Little River BFE upstream of the railroad crossing. The Town should proceed with public outreach and education in coordination with the LOMR application submittal, to help Town residents understand the reasons for and consequences of the BFE increase.

Please direct VHB how to proceed with the LOMR application.

ATTACHMENTS:

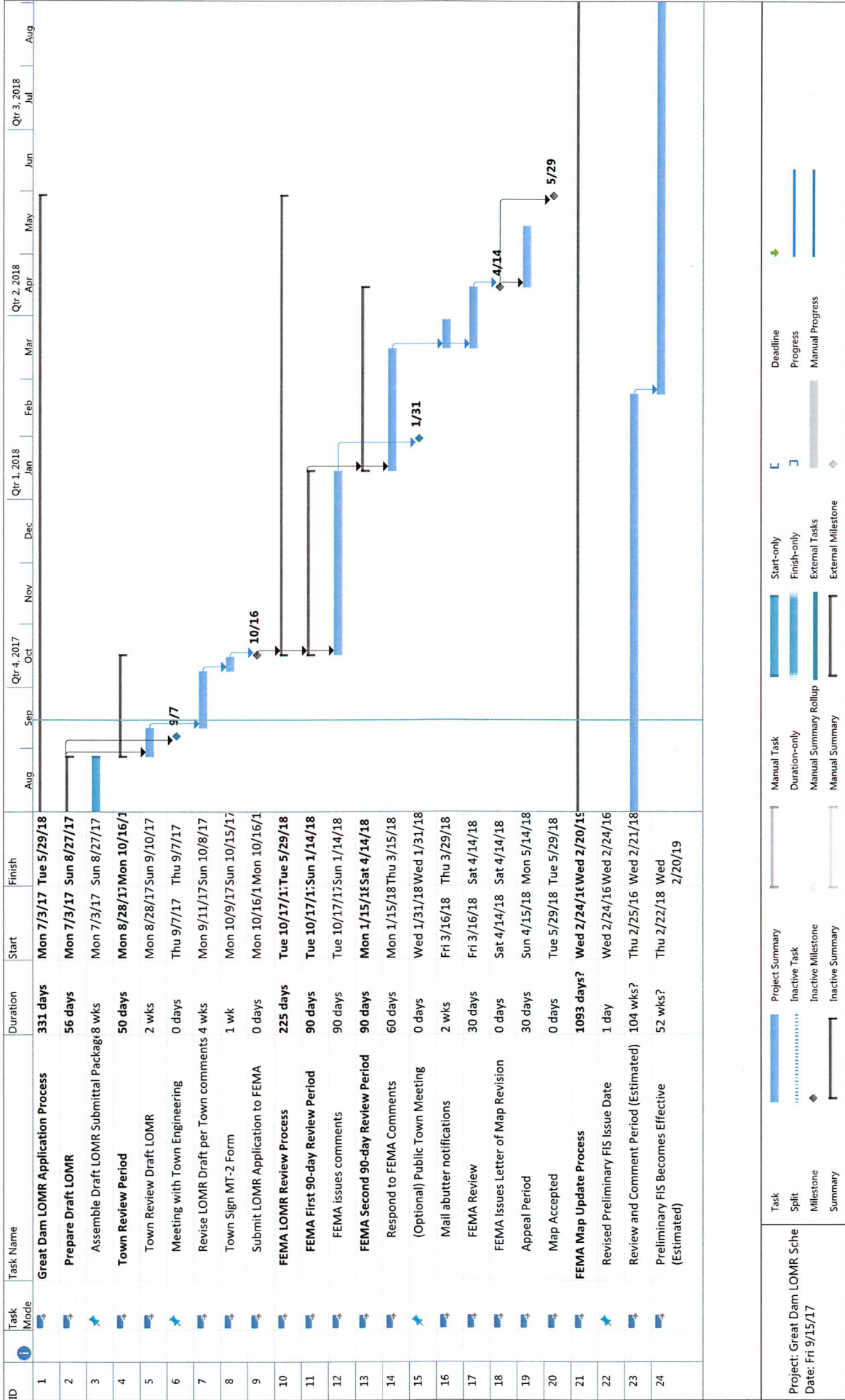
Attachment A: Estimated LOMR Schedule and Preliminary FIS Schedule

Attachment B: Comparison of 2017 LOMR flood elevations vs. Effective and Preliminary FIS flood profiles

Attachment C: Comparison of 2017 LOMR floodplains vs. Effective and Preliminary FIS flood maps

Ref: Little River Flood Analysis and Mapping, Exeter, NH
September 15, 2017
Page 5

**Attachment A:
Estimated LOMR Schedule
and Preliminary FIS Schedule**



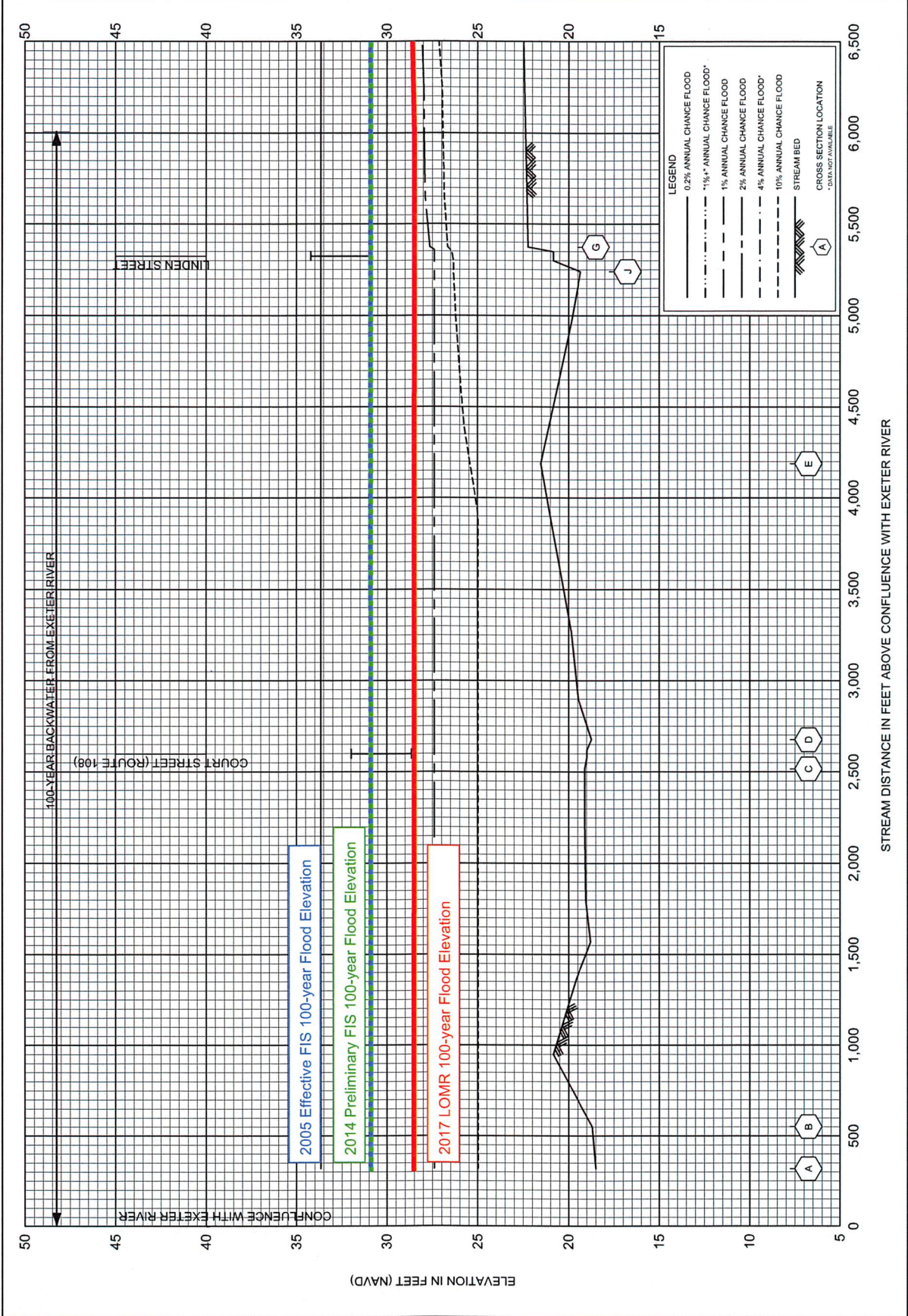
Project: Great Dam LOMR Schematic
Date: Fri 9/15/17

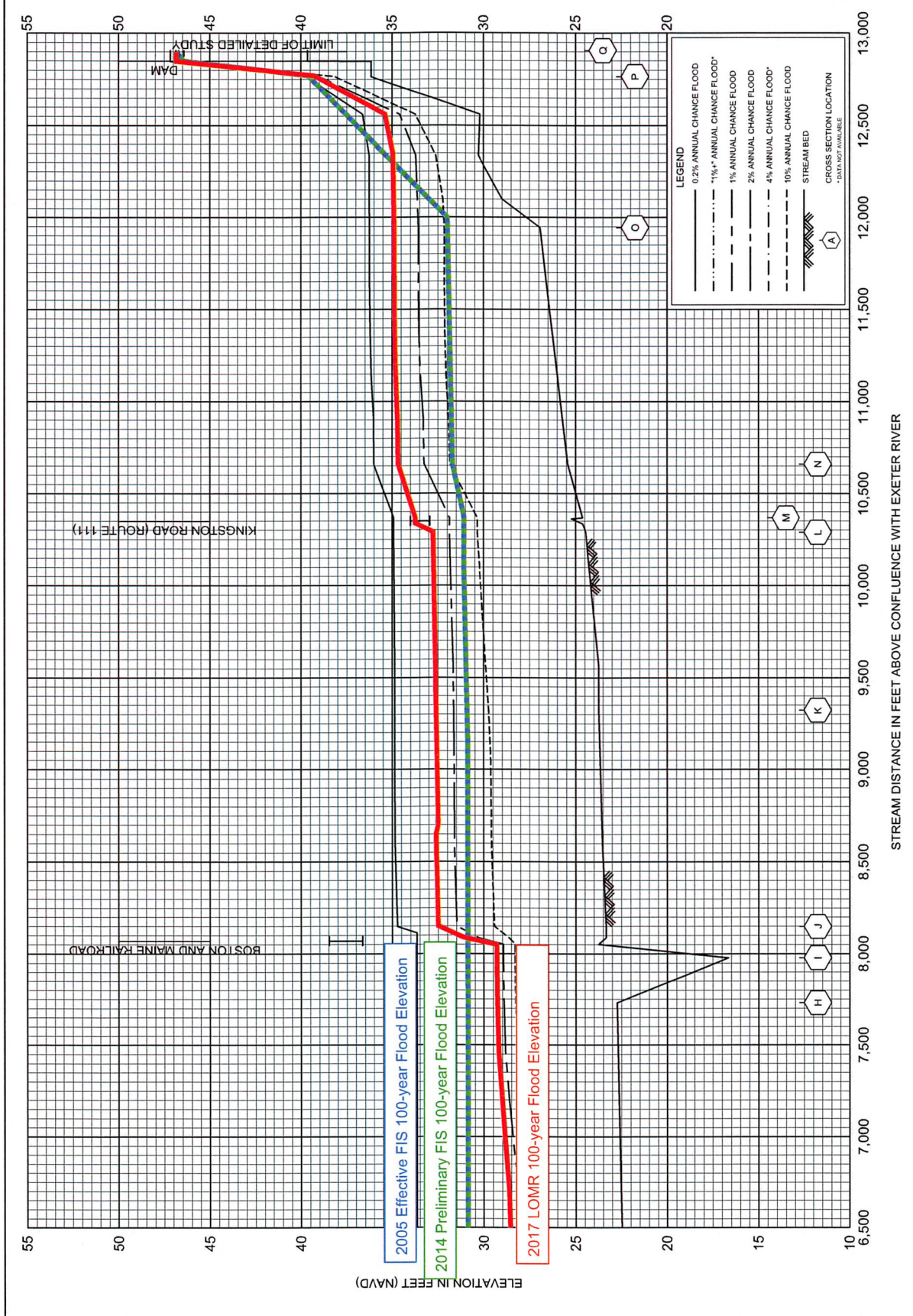
Legend:

- Task: Solid blue bar
- Split: Dotted blue bar
- Milestone: Diamond symbol
- Summary: Bracket
- Project Summary: Thick blue bar
- Inactive Task: Dotted grey bar
- Inactive Milestone: Diamond symbol
- Inactive Summary: Bracket
- Manual Task: Blue bar with 'C' icon
- Duration-only: Blue bar with 'C' icon
- Manual Summary Rollup: Blue bar with 'C' icon
- Manual Summary: Bracket
- Start-only: Blue bar with 'C' icon
- Finish-only: Blue bar with 'C' icon
- External Tasks: Blue bar with 'C' icon
- External Milestone: Diamond symbol
- Deadline: Green arrow
- Progress: Blue bar with 'C' icon
- Manual Progress: Blue bar with 'C' icon

**Attachment B:
Comparison of 2017 LOMR flood
elevations vs. Effective FIS flood profile**

**Flood Profiles:
Little River No. 1
Exeter River**



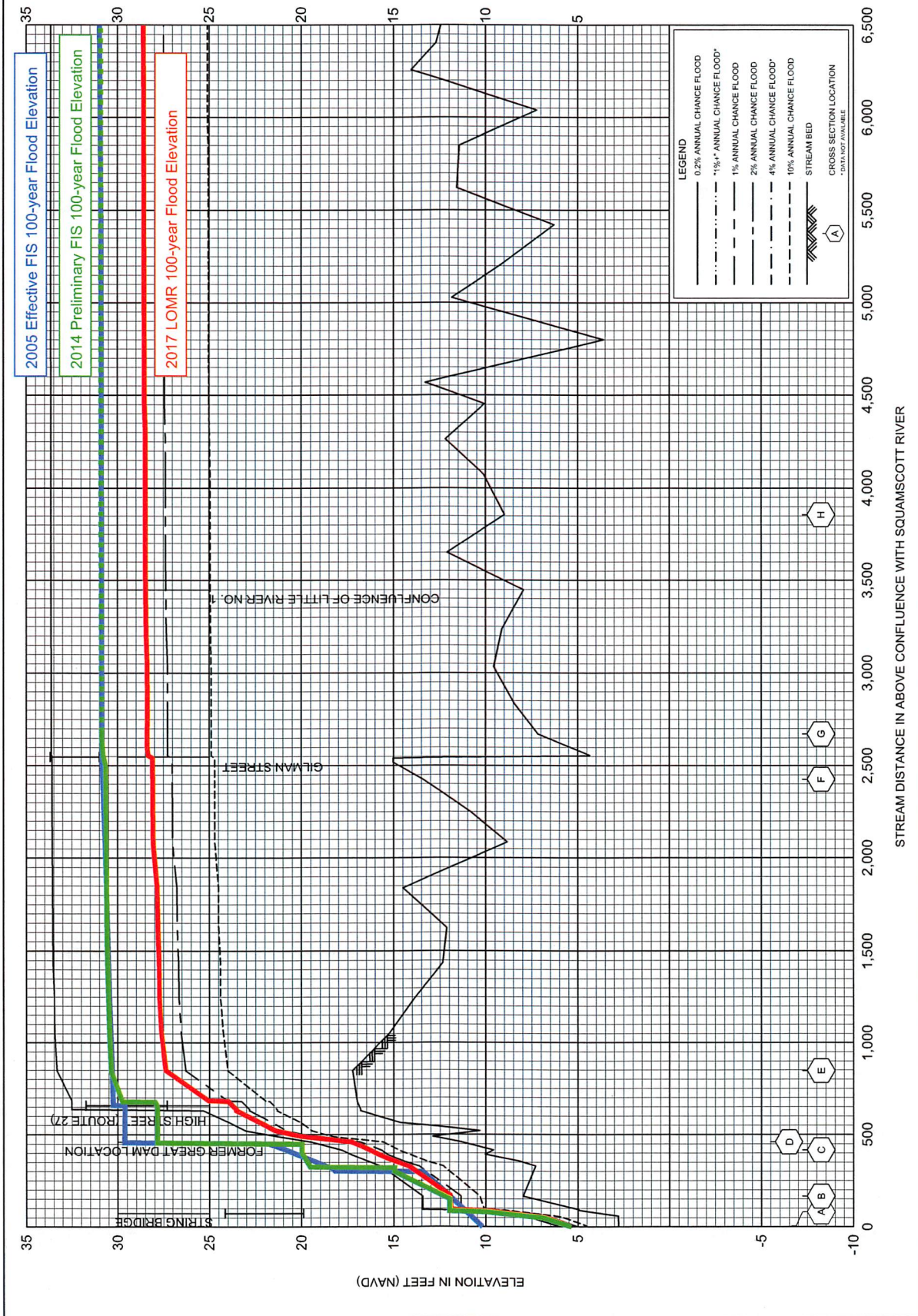


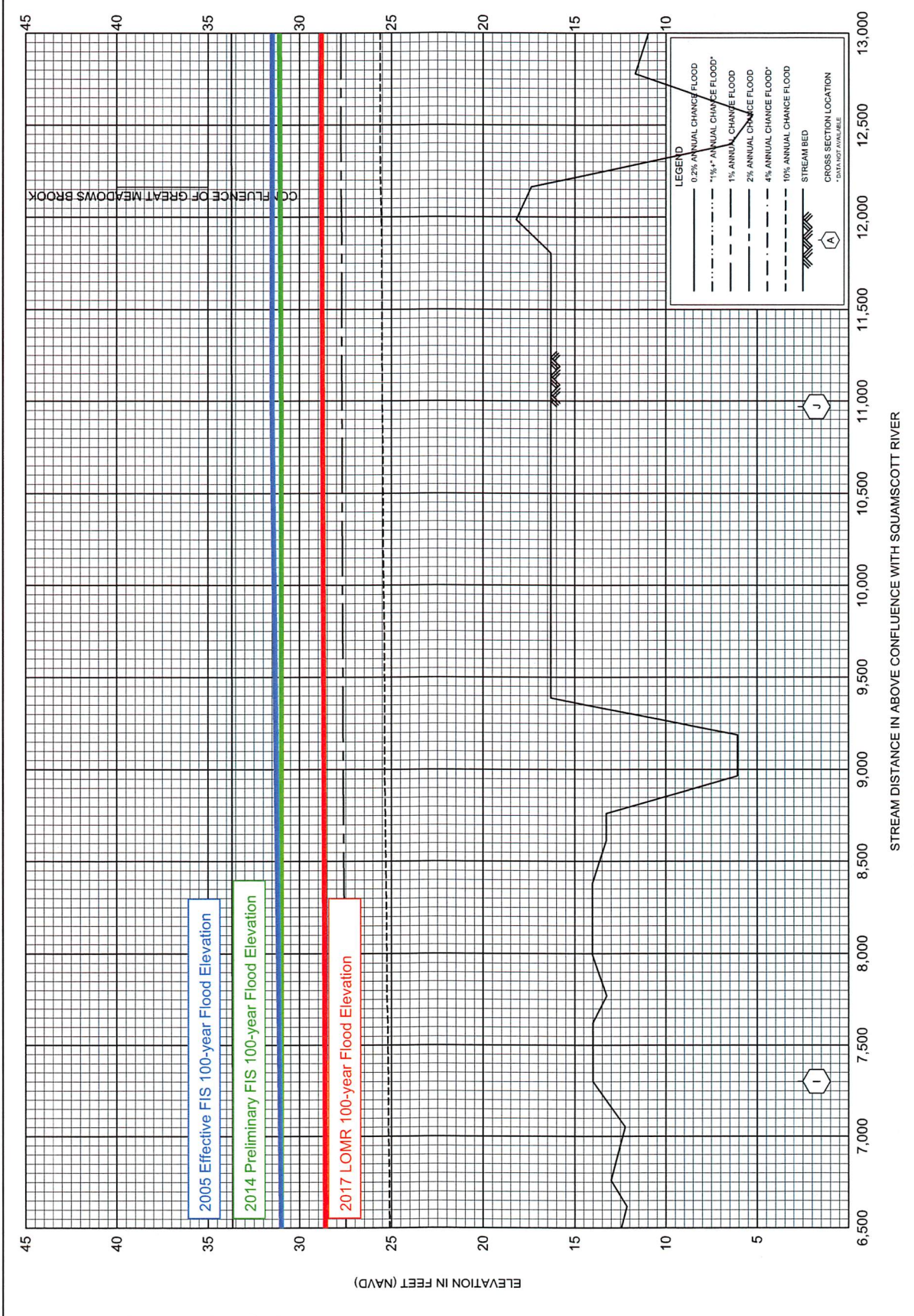
STREAM DISTANCE IN FEET ABOVE CONFLUENCE WITH EXETER RIVER

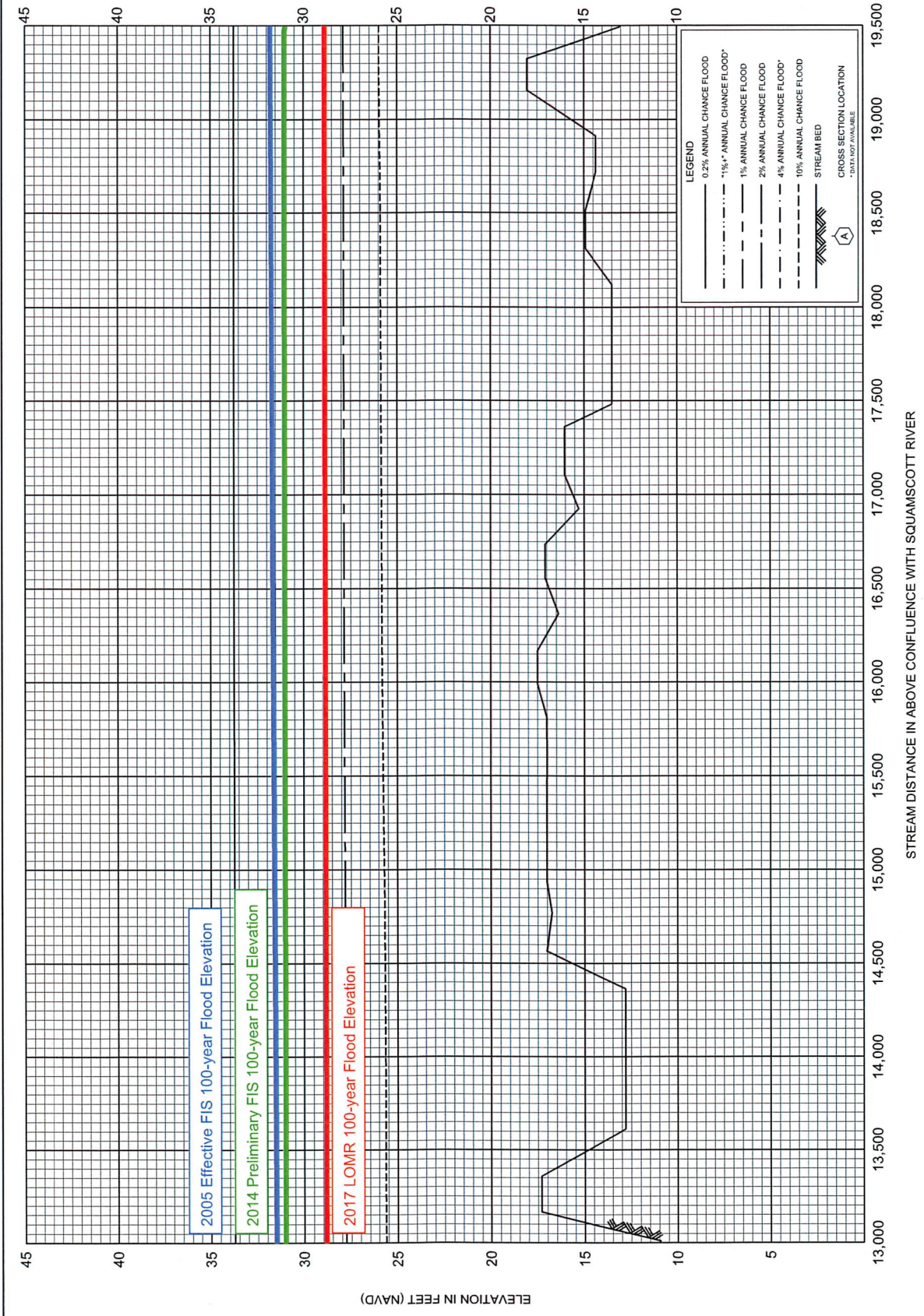
ELEVATION IN FEET (NAVD)

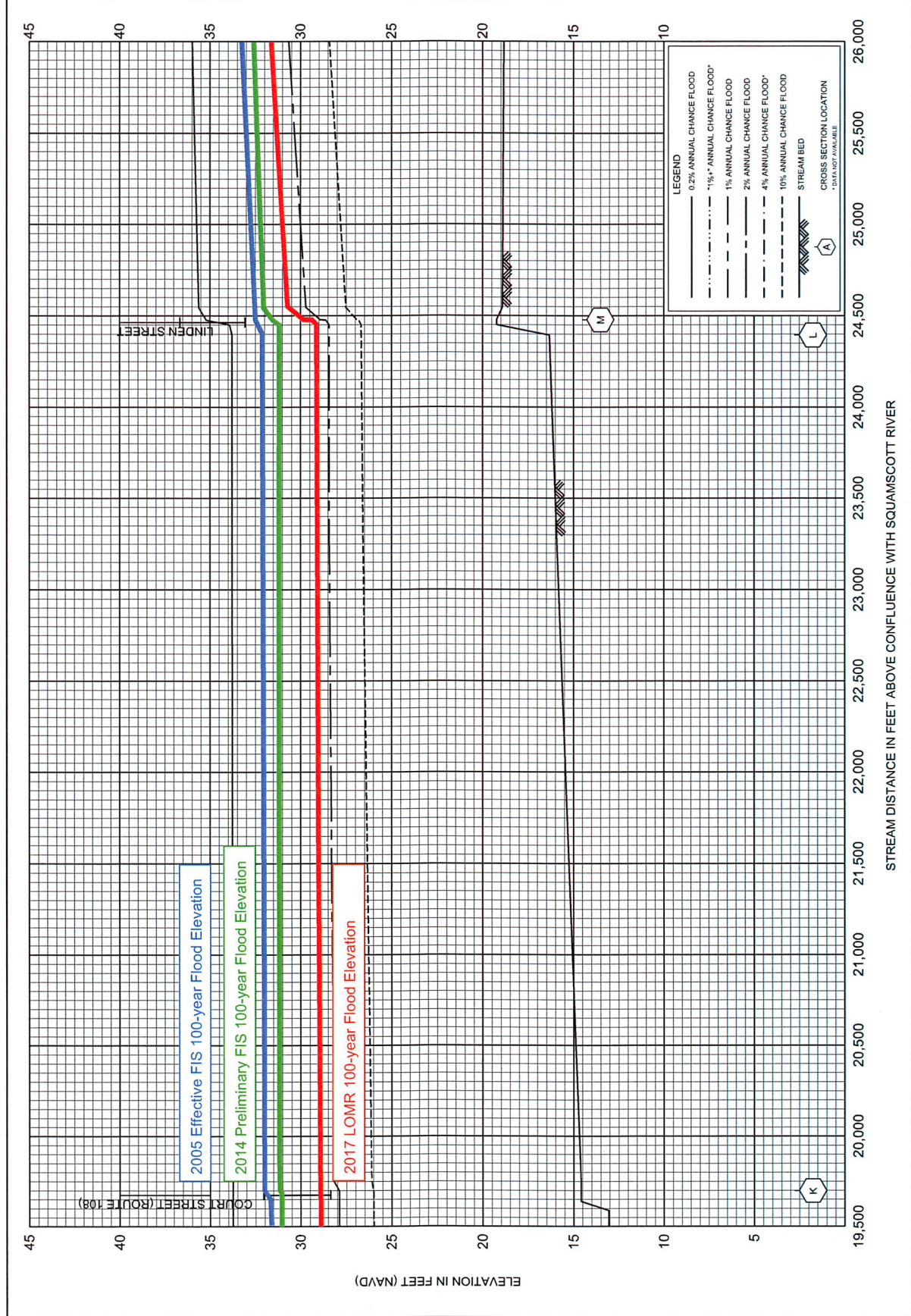
**Attachment C:
Comparison of 2017 LOMR floodplain
mapping vs. Effective and Preliminary FIS**

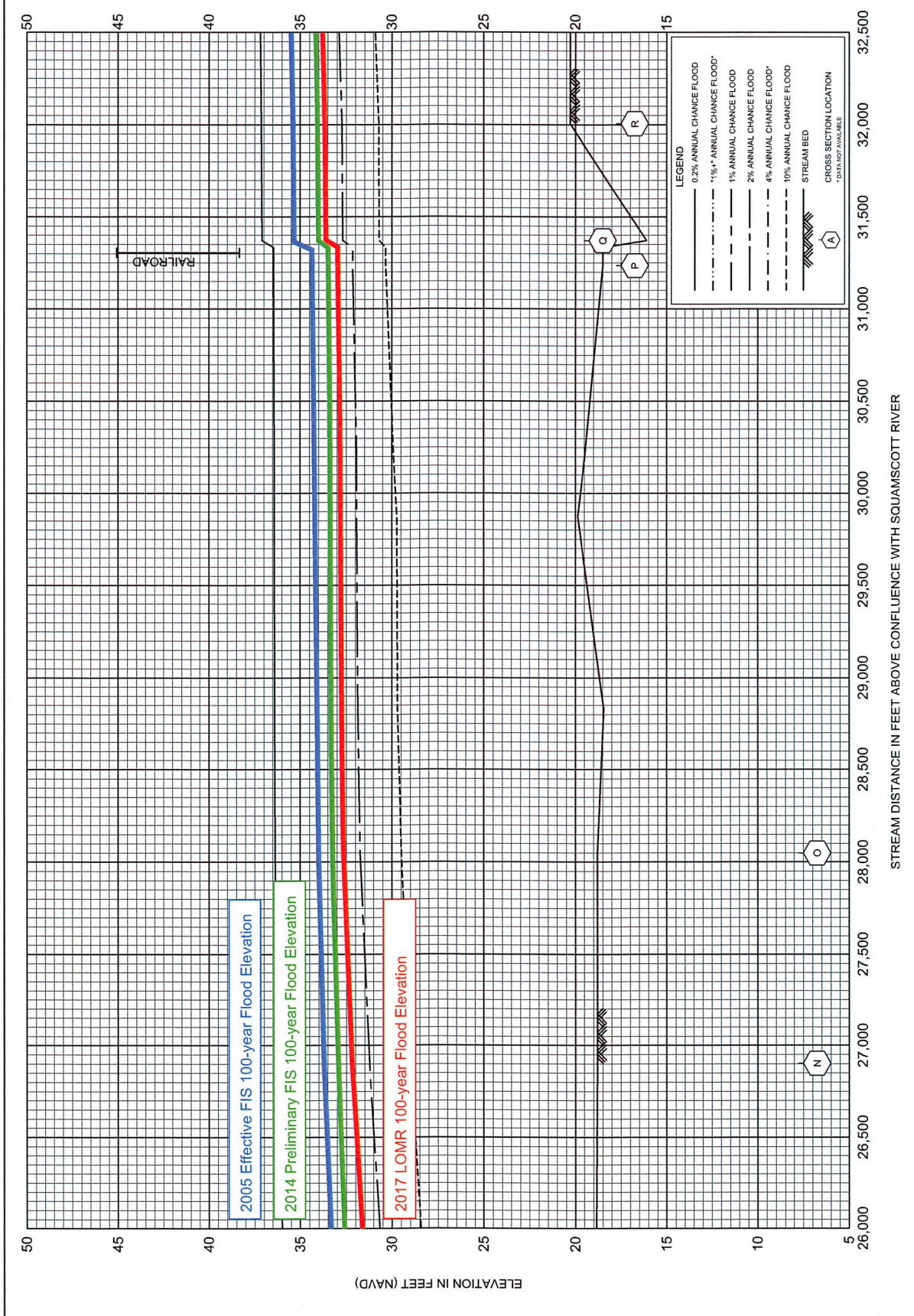
Flood Maps:
Effective FIS
Preliminary FIS







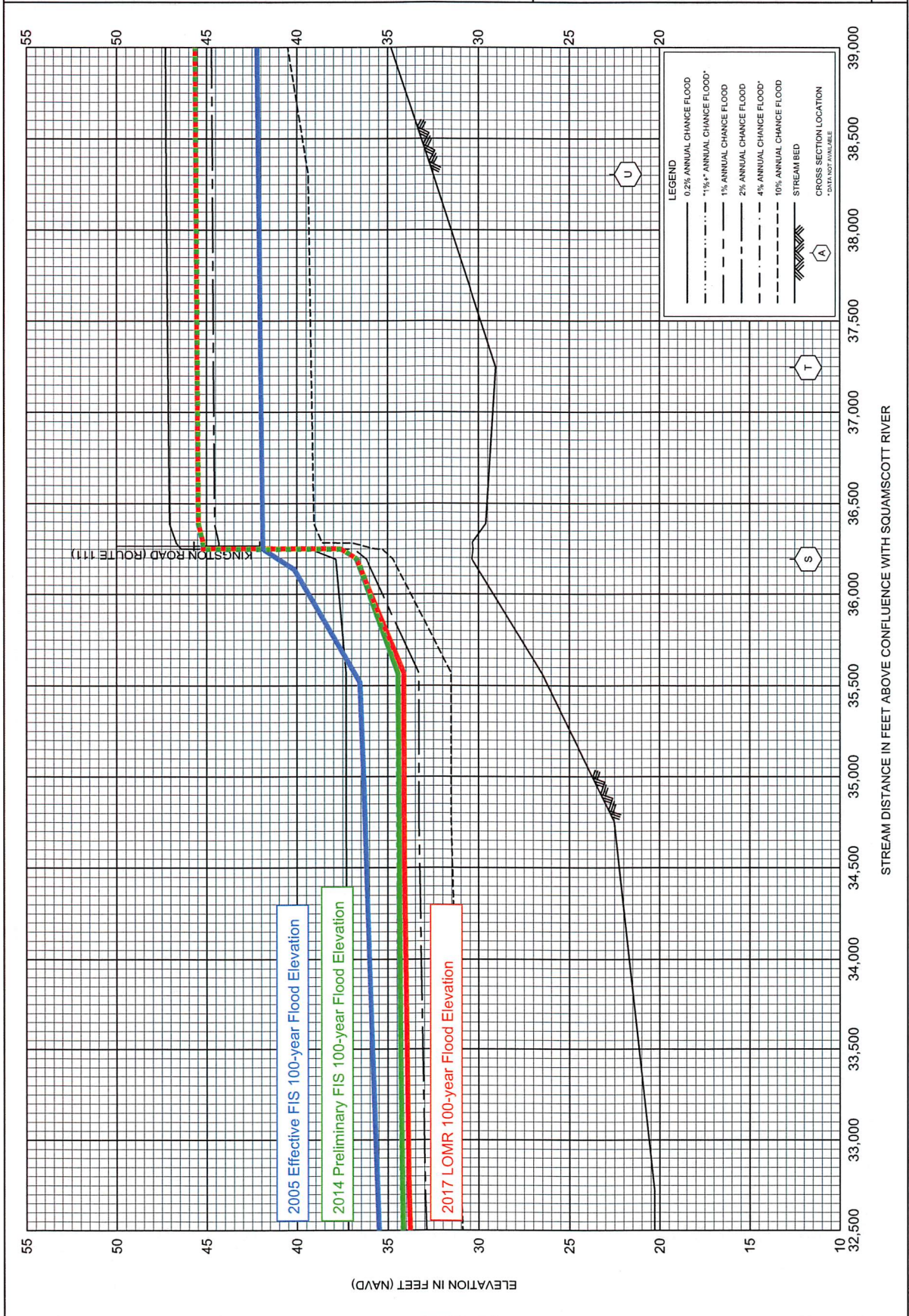




ELEVATION IN FEET (NAVD)

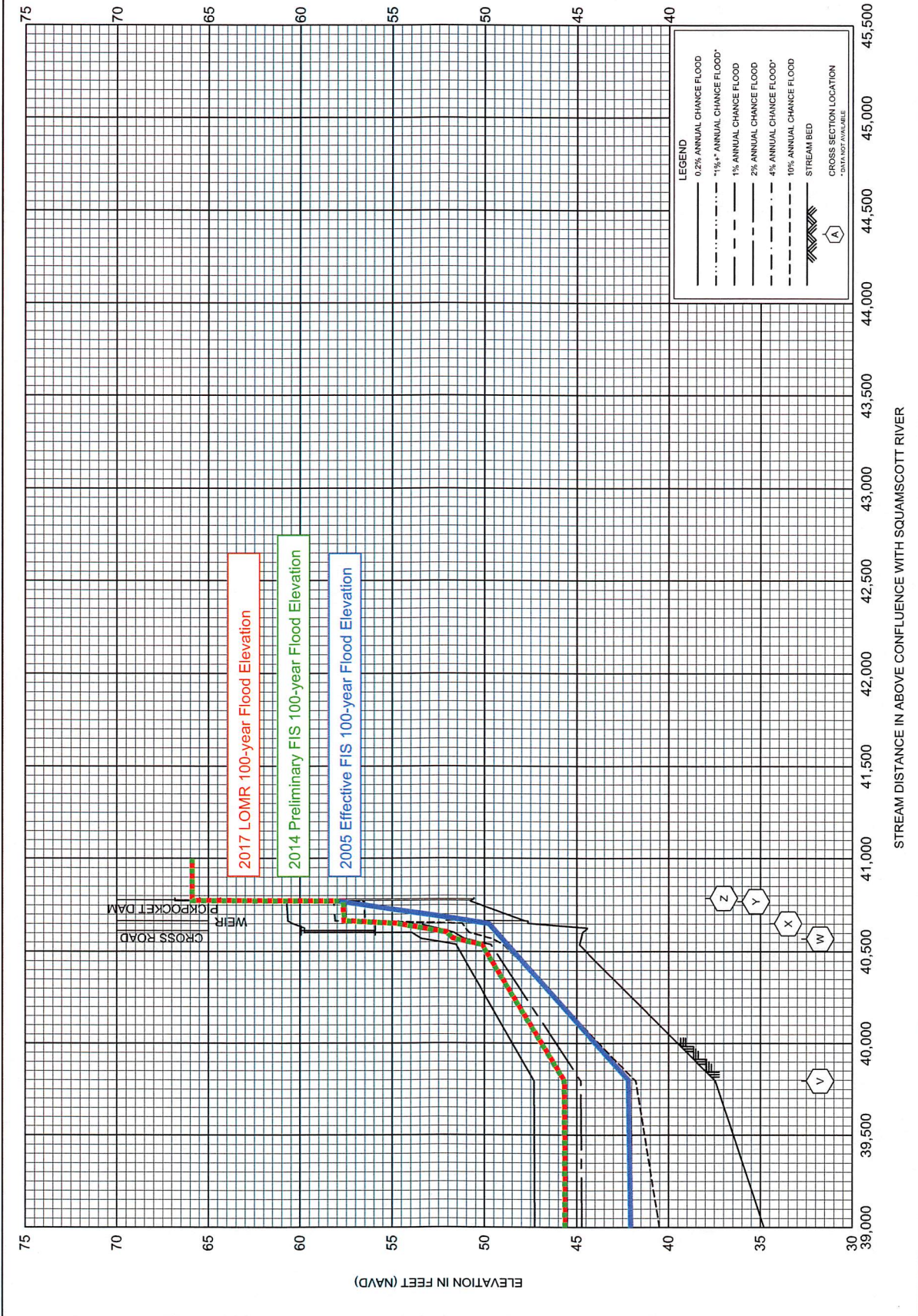
STREAM DISTANCE IN FEET ABOVE CONFLUENCE WITH SQUAMSCOTT RIVER

FLOOD PROFILES
EXETER RIVER



ELEVATION IN FEET (NAVD)

STREAM DISTANCE IN FEET ABOVE CONFLUENCE WITH SQUAMSCOTT RIVER





Russ Dean <rdean@exeternh.gov>

Coastal Floodplain Maps – Input Requested by 2/21

Ebinger, Samara <Samara.Ebinger@osi.nh.gov>

Mon, Feb 12, 2018 at 3:53 PM

To: "rdean@exeternh.gov" <rdean@exeternh.gov>, "deastman@exeternh.gov" <deastman@exeternh.gov>, "dsharples@exeternh.gov" <dsharples@exeternh.gov>, "dclement@exeternh.gov" <dclement@exeternh.gov>
 Cc: "Gilbert, Jennifer" <Jennifer.Gilbert@osi.nh.gov>

Dear Community Officials,

FEMA has asked for your community's input about the timeline for finalizing the Rockingham County Coastal Project preliminary Flood Insurance Rate Maps (FIRMs) originally issued in 2014. Please review the below information and let us know your preference **no later than Wednesday, February 21st**.

FEMA is currently working on another flood mapping project that includes the remaining inland portions of the Piscataqua/Salmon Falls River watershed, which is adjacent to the Coastal Project. The preliminary FIRMs for the Inland Watershed project are anticipated to be issued later this year.

FEMA is considering the following scheduling options for the Coastal Project:

1. Moving forward with finalizing the preliminary FIRM panels, with them likely becoming effective later in 2018.

OR

selected by town

2. Waiting to finalize the preliminary FIRM panels until the Inland Watershed project is completed. This would mean the preliminary FIRM panels for the entire watershed (both projects) would become effective at the same time, which is anticipated to occur in 2020.

FEMA is considering the second option (i.e., delaying the coastal FIRM panels) because by completing the maps for the entire watershed at the same time it will resolve a couple of temporary issues that will be seen along the border of the two projects. The issues will include the Base Flood Elevations (BFEs) referencing different vertical datums on the same map panel, which could be confusing to some map users, and the flood boundaries and some BFEs may appear mismatched along the border of both projects.

The only map panels affected by these issues will be those in the communities of Exeter, Hampton Falls, Newmarket, and Newfields, which all border the communities in the Inland Watershed Project. These mapping issues would only be temporary until the Inland Watershed project is completed at which time the BFEs will reference the same vertical datum and the flood boundaries and BFEs will match up.

If you are interested in seeing the above mentioned issues, you can compare the preliminary coastal FIRM and current effective FIRM using FEMA's new Preliminary Comparison Tool (see instructions here).

We'd appreciate it if you would let us know which of the 2 scheduling options above your community would prefer for finalizing the coastal FIRMs no later than Wednesday, February 21st. (If you feel that you need more time than this to make a decision, please let us know.)

Please let me or Jennifer Gilbert (cc'd on this email) know if you have any questions.

Thank you for your assistance!

Samara Ebinger

Samara Ebinger, CFM

Principal Planner

New Hampshire Office of Strategic Initiatives

Division of Planning

Johnson Hall, 3rd Floor

107 Pleasant Street

Concord, New Hampshire 03301

P (603) 271-1755

Samara.Ebinger@osi.nh.gov

New Hampshire Floodplain Management Program website:

www.nh.gov/osi/planning/programs/fmp

Selectmen Representatives to the Committees

Committee	Meeting Schedule	Time	2017	2018
Arts Committee	3rd Wednesday	6:30 PM	Anne Surman	
Conservation Commission	2nd Tuesday	7:00 PM	Anne Surman	
E911	1 x month	9:00 AM	Don Clement	
Economic Development Commission	Last Tuesday	7:00 PM	Don Clement	
Energy Committee	As Scheduled	3:30 PM	Julie Gilman	
Facilities Committee				
Heritage Commission	3rd Tuesday	7:00 PM	Julie Gilman	
Historic District Commission	3rd Thursday	7:00 PM	Julie Gilman	
Housing Advisory Committee	2nd Friday	8:30 AM	Dan Chartrand	
Master Plan Implementation Committee				
Memorial Day Parade Committee	As Scheduled	10:00 AM	Don Clement	
Planning Board	2nd & 4th Thursday	7:00 PM	Kathy Corson	
Recreation Advisory Board				
River Advisory Committee	3rd Thursday	3:00 PM	Don Clement	
Rockingham Planning Commission	Wednesday's As Scheduled	7:00 PM	Julie Gilman	
Safety Committee	Quarterly	10:00 AM	Anne Surman	
Swasey Parkway Trustees	1 x month	8:15 AM	Anne Surman	
TIF Advisory Board	As Scheduled			
Water & Sewer Advisory Committee	As scheduled	7:00 PM	Dan Chartrand	

Selectboard Interest

Molly Cowan	Don Clement	Julie Gilman	Kathy Corson	Anne Surman
Water/Sewer Advisory	Conservation Commission			Swasey Parkway
Conservation Commission	Planning board			Arts Committee
Housing Advisory Committee	TIF advisory board			E911
	Rockingham planning commission			Recreation Advisory
	River advisory committee			

Selectboard Schedule 2018

March 26th	August 27th
April 9th	September 10th
April 23rd	September 24th
May 7th	October 1st
May 21st	October 15th
June 4th	October 29th
June 18th	November 5th
July 2nd	November 19th
July 16th	December 3rd
July 30th	December 17th
August 13th	

* October 8 - Columbus Day

* November 12 - Veteran's Day

List for Selectmen's meeting March 26,2018

Vet Credit

Map/Lot	Location	Amount	
65/102/4	4 Charron Cir	500.00	standard
104/79/4	4 King Arthur Court	1,000.00	2 standard
87/14/16B	16 Second St	1,000.00	2 Standard
18/6	13 Oaklands Rad	500.00	standard

Elderly Exemption

Map/Lot	Location	Amount		Map/Lot	Location	Amount	
104/79/309	309 Friar Tuck Dr	152,251		73/246	10 Garfield St	Denied	
63/237	58 Park St	183,751		65/5	2 Ridgecrest Dr	236,251	
103/13/2	2 Deep Meadow	Denied		87/18/43	43 Pine Meadows Dr	152,251	
96/2/4	4 Strouts Pk	236,251		95/64/65	3 Willow St	236,251	
27/6	50 Beech Hill Road	152,251		95/64/139	10 Morton St	183,751	
13/6	103 Beech Hill Road	236,251		63/219	11 Oak St	236,251	
38/7	23 Newfields Rd	236,251		63/102/57	5 Brookside Dr #9	236,251	
32/12/25	25 Beech Hill MH Pk	183,751		104/79/311	311 Friar Tuck Dr	152,251	
104/79/220	220 Robinhood Dr	152,251		104/79/16	16 Sir Lancelot Dr	236,251	
64/105/45	45 Hayes MH Pk	152,251		83/22	35 Crawford Ave	236,251	
104/79/1	1 King Arthur Court	236,251		62/94	1 Penn Lane	236,251	
104/79/4	4 King Arthur Court	Denied		93/9	46 Drinkwater Rd	236,251	
62/95	5 Wallace Rad	152,251		103/13/33	33 Donna Dr	183,751	
65/16	19 Douglass Way	236,251		74/19	226 front St	236,251	
99/26	7 Stonewater Road	236,251		104/79/110	110 Robinhood Dr	236,251	
104/79/525	525 Canterbury Dr	152,251		70/4	2 Orchard Circle	152,251	
87/8/C-17	40 Hampton Rd C-17	236,251		94/22	2 Gary Lane	183,751	
35/9	50 Newfields Rd	236,251		104/79/608	608 Canterbury Dr	152,251	
52/43	19 Ridgecrest Dr	236,251		95/64/317	44 Hilton Ave	152,251	
52/73	7 Stevens Court	236,251		104/79/605	605 Canterbury Dr	152,251	
104/79/2	2 King Arthur Court	152,251		87/14/20A	20 First Street	236,251	
104/79/706	706 Nottingham Dr	152,251		85/89/14	31 Prentiss Way	236,251	
108/79/808	808 Nottingham Dr	152,251		95/64/329	68 Hilton Ave	152,251	
73/26	26 Arbor Street	236,251		103/13/8	8 Joanne Ct	152,251	
90/18/2	3 Meadwood Dr	236,251		86/20/15	15 Pine Grove Rd	Denied	
64/11	22 Green St	213,496	multi family	104/79/121	121 Robinhood Dr	152,251	

Disability Exemption

Map/Lot	Location	Amount
87/14/4B	4 Second St	125,000
95/66	87 Linden St	125,000
60/9	8 Dogtown Rd	125,000
32/12/7	7 Beech Hill MH Pk	125,000
95/64/380	19 Juniper St	125,000
104/79/225	225 Robinhood Dr	125,000
95/64/226	12 Alder St	125,000

Discretionary Easement

Map/Lot	Location	Amount
71/38	66 High St	680 Sq Ft

Intent to Excavate

Map/Lot	Location	Amount
83/1	Court St	2016-2017
83/1	Court St	2017-2018

List for Selectmen's meeting March 26, 2018

Water / Sewer Department Abatement's		
Name	Location	Amount
Cote Tyler (tenant)	20 Harvard St.	\$259.34 (1-Q); \$413.93 (3-Q)
Lisa McIlveen	5 Michael Ave.	\$889.78 (W&S); \$794.04 (Sewer Only)

Abatement Request – Water/Sewer Department

Meeting Date: 3/26/18

Applicant: Lisa McIlveen, 5 Michael Avenue.

Property Description: 5 Michael Avenue is a single-family manufactured home. The property is owned by Lisa McIlveen.

Discussion:

The Water & Sewer Department received an abatement request on January 31, 2018. The Water & Sewer Department did not go to the home to do any investigation, leak checks, or data downloading from the meter. The leak was identified by the homeowner. Homeowner found outside water spigot burst, froze, thawed and heard water running. The abatement request indicated the water was shut off once the leak was identified.

Conclusion:

Based on the documented abatement request, the Water & Sewer Department believes a leak occurred on the property. Select board policy states that in the event the source or cause of the abnormally high consumption is related to a leak due to customer negligence such as failure to maintain internal (private) plumbing fixtures in good repair, the customer shall be held responsible for the entire bill. If the Board wishes to grant the abatement for the water & sewer usage, the calculated abatement amount is \$889.78 for a new bill total of \$900.40. (per customer request) If the Board wishes to grant the abatement for the sewer usage portion above the usage average, the calculated abatement amount is \$794.04 for a new bill total of \$963.36.

Special Notes:

Board of Selectmen Review: _____

Accept Request: _____

Deny Request: _____

Chairperson Initials: _____

Water & Sewer Abatement Receipt

Reason for Abatement: The Board of Selectmen made a decision to grant an abatement according to Selectman Policy 08-30

Abatement Amounts: \$889.78 (W&S); \$794.04 (S only) **New bills total:** \$900.04(W&S); \$963.36(S only)

BOS Signature: _____

BOS Signature: _____

BOS Signature: _____

BOS Signature: _____

BOS Signature: _____

Town of Exeter



Water/Sewer Abatement Request Form

Please Print:

Full Name: Lisa McIneen

Mailing Address: _____

Service/Property Address: 5 Michael Ave

Today's Date: 1-31-18
Account Number: 323219100
Route Number: _____
Phone Number: 603-583-3502

Utility Abatement Requested for: Water Sewer _____ Water & Sewer
Date of Bill: 1/19/18 Billing Period from 10/1/17 to 1/1/18 Amount of Bill: \$ 1,950.04

Owner's reason for the abatement request (Please be as specific as possible): During the extreme cold snap in January the outside water faucet burst, we were not aware of this until it warmed up a couple days later when my husband heard water running, we immediately shut the water off and he fixed the broken pipe.

Signature of Applicant: Lisa McIneen

Date: 1-31-18

Signature of Billing Office: _____

Date: _____

Do not write below this line

Reviewed by: _____ Date of Review: _____
Comments: _____

Total Usage= _____ gallons
-Q -year Average- (_____ + _____) / _____ = _____ gallons
Excess above average- _____ gallons
Half of Excess gets abated- _____ gallons

Due Remaining excess- _____ gal -yr average- _____ gal Billable usage- _____ gal
Tier 1-- rates Tier 3-- rates
water _____ gal * \$ _____ /1000 gal = \$ _____ water _____ gal * \$ _____ /1000 gal = \$ _____
sewer _____ gal * \$ _____ /1000 gal = \$ _____ sewer _____ gal * \$ _____ /1000 gal = \$ _____
Tier 2--rates
water _____ gal * \$ _____ /1000 gal = \$ _____
sewer _____ gal * \$ _____ /1000 gal = \$ _____

Total due= _____

Recommendation: _____ Disapprove _____ Approve Amount: \$ _____

Approval/Disapproval Signature: _____ Date: _____

If you disagree with the decision of the Department of Public Works & the Finance Department, you may appeal to the Town of Exeter Board of Selectmen. If you wish to appeal, please sign below and return this form to the Finance Department at 10 Front Street.

Signature of Applicant: _____

Date: _____



**TOWN OF EXETER
WATER AND SEWER COLLECTION**

10 FRONT STREET
EXETER, NH 03833-2792
For Billing Questions: (603)773-6157 7:00am -3:00 pm
EMAIL: watersewerbilling@exeternh.gov

**FOR PAYMENT QUESTIONS
(603) 773-6108**

8:15 AM - 4:00 PM

335 1 AV 0.375 P:335 / T:2 / S:



MCILVEEN LISA
5 MICHAEL AVE
EXETER NH 03833-1524



Note to Residents:

NEW 2017 WATER & SEWER RATES EFFECTIVE AS OF JANUARY 2017

Water

Service Fee: \$39.50 per quarter
Tier 1: \$7.19 per 1,000 gallons of use up to 21,000 gallons
Tier 2: \$8.99 per 1,000 gallons of use 21,001 to 105,000 gallons
Tier 3: \$10.79 per 1,000 gallons of use 105,001 gallons and above

Sewer

Service Fee: \$39.00 per quarter
Tier 1: \$5.25 per 1,000 gallons of use up to 21,000 gallons
Tier 2: \$6.56 per 1,000 gallons of use 21,001 to 105,000 gallons
Tier 3: \$7.88 per 1,000 gallons of use 105,001 gallons and above

BILL DETAILS 92 Days of Water Usage Previous Read Date: 10/19/2017 - Read Date: 01/19/2018

ACCOUNT NO.	BILLING PERIOD	BILLING CYCLE	METER READINGS		USAGE
			PREVIOUS	PRESENT	
323219100	10/19/2017 - 01/19/2018	Quarterly	291300	383740	92440

Your average daily use was 1004.78 gallons
BILL DATE:
01/29/2018

BILLED TO:

WATER CONSUMPTION	7.190	\$	150.99
WATER CONSUMPTION	8.990	\$	642.25
WATER SERVICE FEE		\$	39.50
SEWER CONSUMPTION	5.250	\$	110.25
SEWER CONSUMPTION	6.560	\$	468.65
SEWER SERVICE FEE		\$	39.00
INTEREST		\$	8.82

SERVICE ADDRESS:
5 MICHAEL AVENUE

Last Payment: \$313.98 made 10/24/2017

TOTAL CURRENT CHARGES	\$	1,450.64
PAST DUE	\$	297.94

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

TOTAL AMOUNT DUE \$ 1,757.40

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

PLEASE SEPARATE REMITTANCE STUB AT THIS PERFORATION AND RETURN WITH PAYMENT



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

REMITTANCE STUB

SERVICE LOC: 5 MICHAEL AVENUE
BILL#: 147447
ACCOUNT NO.: 323219100
AMOUNT DUE BY 02/28/2018 : \$1,757.40

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

AMOUNT ENCLOSED

\$

CHECK HERE FOR ADDRESS CHANGES AND COMPLETE REVERSE SIDE.

MCILVEEN LISA
5 MICHAEL AVENUE
EXETER, NH 03833



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

24 0000147447 0000175740 7

Run: 2/06/18 1:31PM

Meter History

Page: 1

Start Date

Town of Exeter

PrintMeterHist

End Date 12/31/2099

Name: MCILVEEN LISA

Acct#: 000323219100

Loc: 5 MICHAEL AVENUE

Meter# 1834547100

Read Date	Prev Read	Reading	Usage	Est
1/19/2018	291,300	383,740	92,440	N
10/19/2017	273,660	291,300	17,640	N
7/19/2017	255,170	273,660	18,490	N
4/19/2017	237,700	255,170	17,470	N
1/19/2017	220,840	237,700	16,860	N
10/19/2016	205,980	220,840	14,860	N
7/19/2016	189,590	205,980	16,390	N
4/19/2016	168,100	189,590	21,490	N
1/21/2016	149,590	168,100	18,510	N
10/21/2015	134,730	149,590	14,860	N
7/21/2015	115,070	134,730	19,660	N
4/21/2015	95,460	115,070	19,610	N
1/21/2015	78,820	95,460	16,640	N
10/22/2014	65,330	78,820	13,490	N
7/23/2014	52,360	65,330	12,970	N
4/22/2014	36,840	52,360	15,520	N
1/23/2014	21,950	36,840	14,890	N
10/25/2013	7,620	21,950	14,330	N
7/19/2013	0	7,620	7,620	
Meter Total:			383,740	
Acct Total			383,740	

Abatement Request – Water/Sewer Department

Meeting Date: 3/26/18

Applicant: Tyler Cote (Tenant), 20 Harvard Street.

Property Description: 20 Harvard Street is a single-family home. The property is owned by Paul Culling.

Discussion:

The Water & Sewer Department received an abatement request on February 14, 2018. The Water & Sewer Department did go to the home to do an investigation and collected data downloaded from the meter. The data showed a leak at 20 Harvard St. Homeowner replaced the toilets immediately after February 3rd. The abatement request indicated the water was shut off once the leak was identified.

Conclusion:

Based on the documented abatement request, the Water & Sewer Department believes a leak occurred on the property. Select board policy states that in the event the source or cause of the abnormally high consumption is related to a leak due to customer negligence such as failure to maintain internal (private) plumbing fixtures in good repair, the customer shall be held responsible for the entire bill. If the Board wishes to grant the abatement for the water & sewer usage (1 quarter), the calculated abatement amount is \$259.34 for a new bill total of \$435.53. If the Board wishes to grant the abatement for the water & sewer usage (3 quarters), the calculated abatement amount is \$413.93 for a new bill total of \$1,439.23. (customer request)

Special Notes: Customer requests abatement of 3 quarter rather than 1 quarter

Board of Selectmen Review: _____

Accept Request: _____

Deny Request: _____

Chairperson Initials: _____

Water & Sewer Abatement Receipt

Reason for Abatement: The Board of Selectmen made a decision to grant an abatement according to Selectman Policy 08-30

Abatement Amounts: \$259.34 (1-Q); \$413.93 (3-Q)

New bills total: \$435.53(1-Q); \$1,439.23(3-Q)

BOS Signature: _____

BOS Signature: _____

BOS Signature: _____

BOS Signature: _____

BOS Signature: _____

Town of Exeter



Water/Sewer Abatement Request Form

Please Print:

Full Name: Tyler Cote
Mailing Address: _____

Today's Date: 2/14/18
Account Number: _____
Route Number: _____
Phone Number: 603-395-6811

Service/Property Address: 20 Harvard Street
Exeter, NH 03833

Utility Abatement Requested for: Water _____ Sewer _____ Water & Sewer X
Date of Bill: 1/24/18 Billing Period from 4/17/17 to 1/19/18 Amount of Bill: \$ 1908.54

Owner's reason for the abatement request (Please be as specific as possible): Leak has been on-going. Concern was expressed to town in October, but was told it's normal. I was given dye strips and told to check toilets. We checked and kept an eye on them from 10/19-1/12/18, as they had slight leak. We did our best to make sure they weren't running to determine whether or not we actually used all this water, as we were told it's normal for a family of 4.
Signature of Applicant: [Signature] Date: 2/23/18
(see Attach)

Signature of Billing Office _____

Date _____

Do not write below this line

Reviewed by: _____
Comments: _____

Date of Review: _____

Total Usage= _____ gallons
-Q -year Average- (_____ + _____ + _____) / _____ = _____ gallons
Excess above average- _____ gallons
Half of Excess gets abated- _____ gallons

Due Remaining excess- _____ gal -yr average- _____ gal Billable usage- _____ gal
Tier 1-- rates Tier 3-- rates
water _____ gal * \$ _____ /1000 gal = \$ _____ water _____ gal * \$ _____ /1000 gal = \$ _____
sewer _____ gal * \$ _____ /1000 gal = \$ _____ sewer _____ gal * \$ _____ /1000 gal = \$ _____
Tier 2--rates
water _____ gal * \$ _____ /1000 gal = \$ _____
sewer _____ gal * \$ _____ /1000 gal = \$ _____
\$ _____

Total due= _____

Recommendation: _____ Disapprove _____ Approve Amount: \$ _____

Approval/Disapproval Signature: _____ Date: _____

If you disagree with the decision of the Department of Public Works & the Finance Department, you may appeal to the Town of Exeter Board of Selectmen. If you wish to appeal, please sign below and return this form to the Finance Department at 10 Front Street.

Signature of Applicant _____

Date _____

We began renting this property at 20 Harvard St. ~3 years ago and had 5 adults and 1 child in the home at the time. Our water and sewer usage at that time was roughly \$200-\$250 per quarter. We had our second child in April of 2016 and as we were handwashing her Dr. Brown's bottles our usage increased to \$300-\$400 per quarter, which while high was explainable. Over the course of 2017 we were no longer washing bottles, upgraded the washing machine and dishwasher, yet the water usage increased each quarter. I was not really concerned until after our bill surpassed the levels it was at in 2016 as we had changed our water using appliances and had 2 new people staying with us (in total 4 adults and 2 children), (currently 3 adults and 2 children). At that time, around October, is when I started to suspect something was not right and began investigating. This last bill we received for 10/19/17-1/19/18 had a usage of almost 39,000 gallons. We had communicated with many residents and could not find any normalcy in the levels we were seeing with our bill. A worker from the town came out and read the meter for us and gave us an actual breakdown of the usage by the hour. This was on 2/1/18. I purchased and replaced the toilets immediately after on 2/3/18.

Our usage meter was at 397,840 on 1/19/18. As of 2/22 our meter read 408,798. Leaving a total usage of 10,958 since 1/19/18. The data we have for hourly puts our usage from 1/20/18 – 2/01/18 (13 days) at 7,909 gallons, leaving usage from 2/2/18 – 2/22/18 to just 3,049 gallons bringing our average daily usage to 145.2 gallons. However, this does not include data from 2/2/18 or 2/3/18 which would decrease that number further (replaced the toilets around 10-12pm 2/3/18).

Looking through all the data we were given, I found a slow trickle waste of ~2GPH which was running all the time (about 4,416g for billing cycle). Also taking into consideration the bulk overage which was clearly a visible leak, I calculated roughly 20,815g on the data I received. Taking both of these factors into account I calculated our estimated actual water usage to be around 5GPH/120GPD/11,040GPM.

If you would be so kind as to consider our overage on our entire past due balance, we would greatly appreciate your help. It has been increasingly difficult to get this bill paid and as soon as we were informed of the issue we fixed it.

Thank you for your time and consideration in resolving this issue.

On behalf of Paul Culling (Owner),

Tyler Cote (Tenant)

20 Harvard St. Exeter, NH 03833

Toilets & Fridge



LOWE'S HOME CENTERS, LLC
36 FRESH RIVER ROAD
EPPING, NH 03042 (603) 693-3000

- SALE -

SALES#: S2551MT1 2373009 TRANS#: 11699468 02-03-18

586597 6000PK	23.96
KORKY UNIVERSAL WAXLESS S	
2 @ 11.99	
747862 111282	2.93
FLIPZ MLK CHOC	
661097 717AA101.020	259.00
ASD UC2MAX EL CH WH 1.28-	
806366 76977-0	149.00
KOH CAVATA RD CH WH	
INVOICE 11385 SUBTOTAL:	434.96



- SALE -

SALES#: S2551AP1 1825331 TRANS#: 11699468 02-03-18

648958 RH25H5611SQ	700.00
SN 24.7-CU FT SXS REF RH?	
INVOICE 95487 SUBTOTAL:	700.00



INVOICE 11385 SUBTOTAL:	434.96
INVOICE 95487 SUBTOTAL:	700.00
SUBTOTAL:	1,134.96
TOTAL TAX:	0.00
BALANCE DUE:	1,134.96
DEBIT:	1,134.96

DEBIT:XXXXXXXXXXXX0157 AMOUNT:1,134.96 AUTHCD:288659
 SWIPED REFID:255111079964 02/03/18 18:09:52
 TRACE:00335544
 PURCHASE CASH BACK TOTAL DEBIT
 1,134.96 0.00 1,134.96

STORE: 2551 TERMINAL: 11 02/03/18 18:11:29
 # OF ITEMS PURCHASED: 6
 EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS

THANK YOU FOR SHOPPING LOWE'S.
 SEE REVERSE SIDE FOR RETURN POLICY.
 STORE MANAGER: JOHN LOVELY

LOWE'S PRICE MATCH GUARANTEE
 FOR MORE DETAILS, VISIT LOWES.COM/PRICEMATCH

YOUR OPINIONS COUNT!

PROTECT YOUR CHANCE TO WIN

See back of receipt for your chance to win \$1000

ID #: 7N2B55170P2U



(603) 679 - 5919
 MANAGER PAULA HCGINCEY
 35 FRESH RIVER RD
 EPPING NH 3042

STM 03535 OP# 005423 TEN 08 TR# 02395	
5HR ENERGY 071941070010	19.90 N
MINI HACKSAW 007681210762	3.88 N
PUSHON VALVE 003916613383	7.84 N
EXPO AST 4CT 007164109939	5.24 N
20 TLT CON 003996100826	7.47 N
ANKER 20K U 084806104827	64.97 N
SUBTOTAL	109.38
TOTAL	109.38
DEBIT TEND	109.39
CHANGE DUE	0.00

EFT DEBIT PAY FROM PRIMARY
 109.38 TOTAL PURCHASE
 Debit **** * 0157 I 1
 REF # 803500434685
 NETWORK ID. 0087 APPR CODE 863454

Debit
 AID A0000000042203
 TC F99FC1CD23209AD9
 *Pin Verified
 TERMINAL # SC010238

02/03/18 22:51:43
 # ITEMS SOLD 6
 TCA 0953 2043 3212 9663 3634 9



02/03/18 22:51:51
 Use Walmart Pay to save your receipts.





Data download

2 messages

Desiree Murphy <dmurphy@exeternh.gov>
To: paul culling <pacling5@yahoo.com>

Tue, Feb 6, 2018 at 11:40 AM

Hi Paul,

Here's a copy of the data download.

Have great day,

Desiree

--
Desiree Murphy
Water/Sewer Utilities Clerk
Public Works Department
13 Newfields Road
Exeter, NH 03833
Tel. (603) 773-6157 x460
Fax. (603) 772-1355
dmurphy@exeternh.gov

 **20 Harvard St.pdf**
10589K

paul culling <pacling5@yahoo.com>
Reply-To: "pacling5@yahoo.com" <pacling5@yahoo.com>
To: "dmurphy@exeternh.gov" <dmurphy@exeternh.gov>
Cc: Tyler Cote <tyler.cote1562@gmail.com>

Tue, Feb 6, 2018 at 12:30 PM

Hi Desiree.

Thank you for the info.

This is Paul culling the owner of 20 Harvard st . Exeter NH.

The tenant for the past few years has been Tyler and Alyx Cote they have my permission to act on my behalf with an abatement appeal for the water bill.

The testing revealed that the toilets where leaking which is the reason why the water bill went from approximately \$200 a month to \$600 a,month

3 times what it was normally

My tenant thought it was possibly a water leak from the main pipe.

After we received the information that it was the toilets he immediately replaced them with new water saving toilets . (they didn't hear or see the toilets leaking)

We ask that the water bill be reduced to the amount it would have been without the leaks

Kind regards

Paul culling

Tap to get Yahoo Mail

[Quoted text hidden]

3/22/2018 11:38AM

Utility Billing Account History

Town of Exeter

Page# 1
dmurphy
CustHistBillRpt

CULLING PAUL

Acct#: 000333349800

2221 ROCWAY DRIVE
MELBOURNE, FL 03235

Service Location: 20 HARVARD STREET

----- Payments -----											
A/R	Bill#	Bill Date	Due Date	Amt Billed	Pay Amt	Princ	Int	Cost	Date	Typ	Principal Balance
W	139561	7/31/2017	8/31/2017	357.07							
					-16.67	0.00		-16.67	2/07/2018	M	
					394.40	357.07	20.66	16.67	2/23/2018	P	
S	139561	7/31/2017	8/31/2017	270.81							
					5.60	0.00	5.60		2/23/2018	P	
					282.38	270.81	11.57		3/12/2018	P	
Totals for Bill# 139561				627.88	665.71	627.88	37.83	0.00			0.00
W	143386	10/31/2017	11/30/2017	346.11							
S	143386	10/31/2017	11/30/2017	262.80							
Totals for Bill# 143386				608.91				0.00			608.91
W	147181	1/29/2018	2/28/2018	350.42							
S	147181	1/29/2018	2/28/2018	265.95							
Totals for Bill# 147181				616.37				0.00			616.37
Account Totals				1,853.16	665.71	627.88	37.83	0.00			1,225.28

3/19/18

To The Board of Selectmen

I'm writing as I've recently received a notice for unpaid taxes from the July 2017 cycle complete with interest of \$139.46. This floored me as I can assure you that I never received a July bill. When December's 2017 bill came it was promptly paid as is my habit of paying all my bills within a few days of their arrival. I recognize that the town cannot guarantee delivery by the Post Office (of which I've complained to the Post Mistress three times in the last year about getting the mail of others numerous times since the change in our mailman and wondering who was getting our mail as well) . I realize that ultimately it is my responsibility to keep track of the tax schedule but that knowledge got lost in the shuffle of 10 unexpected doctor/hospital visits for my husband during that time frame.

Upon receiving that late notice I immediately went to the Town Clerk to pay the bill and to request forgiveness of the penalty, stating that I didn't even know it was overlooked until almost a year later. She told me the state mandates a notices 60 days after the due date of the next bill [which seems like an inordinate amount of time to let pass] and that my only course was to contact you for either a return of the interest amount or a credit for it on my next bill. So, I'm throwing myself on your mercy for such an accommodation. As both my husband and I are retired in our 70's and on a fixed income and clipping grocery store coupons, \$139.00 seems like a big hit.

Thank you for your
time and consideration

Barbara Zrodar
29 Diane McCain Drive
Brentwood, NH 03833-6125
603-642-7416

P.S. Could you please let me know of your decision either by mail or phone as above
Also e-mail to: gbzrodar@aol.com

Run: 3/15/18
8:48AM

Property Billing Statement

TOWN OF EXETER

10 FRONT STREET
EXETER, NH 03833

(603) 773-6108

PAID / RECEIVED
CH# 588
MAR 15 2018
Carole

Page: 1
cmitchell

Summary of Account by Property
TOWN OF EXETER NH
Interest Calculated as of: 3/15/2018

ZVODAR FAMILY TRUST
CRAMPSEY KIMBERLY A TRUSTEE
84 HALLS MILLS ROAD
NEWFIELDS, NH 03856

Map Lot: 54-4-76
PID: 54-4-76
Alt ID:
Location: 50 BROOKSIDE DR-14

Date	Activity	Chk#	Amount	Costs	Penalties	Interest	Rate	Per Diem	Total
-- Current Assessments --									
Land:		0.00	Bldg: 126,800.00	CU:	0.00	Other:	0.00	Total:	126,800.00
Year: 2017	Total Assessment:		126,800.00	Exemptions:		Credits:			
Land:		0.00	CU:	0.00					
Bldg:		126,800.00	Other:	0.00					
Bill #:	111893	Date:	5/10/2017	Due:	7/03/2017	Year:	2017	Type:	TAX01
		Balance Due:	1,663.62	0.00	0.00	139.46	12.00	0.5469	1,803.08
2017 Balance:			1,663.62	0.00	0.00	139.46		0.5469	1,803.08
Totals Parcel - 54-4-76			1,663.62	0.00	0.00	139.46		0.5469	1,803.08

copy



Application for Event Use of Town Facility

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

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

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

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

Representative:

Name: Scott Ruffner Address: 11 Hall Place
Town/State/Zip: Exeter, NH 03833 Phone: 603-512-8396
Email: TownExeterArtsMusic@Gmail.com

Organization:

Name: TEAM Address: 111R Water Street
Town/State/Zip: Exeter, NH 03033 Phone: 603-512-8396

Reservation Details:

Type of Event/Meeting: First Friday Date: January 4th, 2019
Times of Event: 5-10pm Times needed for set-up/clean-up: 2pm-11pm
Will food/beverages be served/prepared in the foyer or room to the right? Yes No
If Tech/ AV Services are Needed, provide details*: _____

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested 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 of Town Hall, 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 aswanson@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 additional insured.

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

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

Applicant signature: *Scott Ruffner* Date: 1-5-2019

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

Office Use Only:

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



Application for Event Use of Town Facility

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

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

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

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

Representative:

Name: Scott Ruffner Address: 11 Hall Place

Town/State/Zip: Exeter, NH 03833 Phone: 603-512-8396

Email: TownExeterArtsMusic@Gmail.com

Organization:

Name: TEAM Address: 111R Water Street

Town/State/Zip: Exeter, NH 03033 Phone: 603-512-8396

Reservation Details:

Type of Event/Meeting: First Friday Date: February 1st, 2019

Times of Event: 5-10pm Times needed for set-up/clean-up: 2pm-11pm

Will food/beverages be served/prepared in the foyer or room to the right? Yes No

If Tech/ AV Services are Needed, provide details*: _____

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested 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 of Town Hall, 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 aswanson@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 additional insured.

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

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

Applicant signature: [Signature] Date: 2-2-2018

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

Office Use Only:

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



Application for Event Use of Town Facility

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

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

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

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

Representative:

Name: Scott Ruffner Address: 11 Hall Place
Town/State/Zip: Exeter, NH 03833 Phone: 603-512-8396
Email: TownExeterArtsMusic@Gmail.com

Organization:

Name: TEAM Address: 111R Water Street
Town/State/Zip: Exeter, NH 03033 Phone: 603-512-8396

Reservation Details:

Type of Event/Meeting: First Friday Date: March 1st, 2019
Times of Event: 5-10pm Times needed for set-up/clean-up: 2pm-11pm
Will food/beverages be served/prepared in the foyer or room to the right? Yes No
If Tech/ AV Services are Needed, provide details*: _____

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested 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 of Town Hall, 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 aswanson@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 additional insured.

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

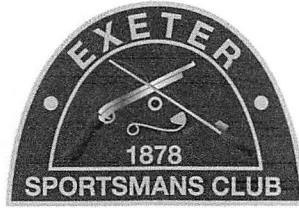
Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: Scott Ruffner Date: 3-2-18

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

Office Use Only:

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



THE EXETER SPORTSMAN'S CLUB, Inc.

P.O. Box 1936
111 Portsmouth Avenue
Exeter, New Hampshire 03833
(603) 772-7468
www.exetersportsmansclub.com

March 19, 2018

Exeter Board of Selectmen
10 Front Street
Exeter NH 03833

Subject: Annual Report to Exeter Board of Selectmen for 2017-2018

Dear Honorable Selectmen:

In accordance with the requirements presented in Paragraph 13 of the Lease Agreement between the Town of Exeter and the Exeter Sportsman's Club, Inc. (ESC), please find below our Annual Report for our fiscal year April 17, 2017 thru March 31, 2018.

Town of Exeter Residency

- General Membership: 26% of our members are residents of the town of Exeter NH. This fulfills the requirement of our lease that at least 20% of members be residents of Exeter.
- Board of Directors: Of our 15 Board of Directors, 7 are residents of the town of Exeter NH. This fulfills the requirement of our lease that at least 2 members of our Board of Directors be residents of Exeter.

Activities of Civic Benefit

- The "children's fishing derby" continues to be a popular spring activity drawing in excess of 167 registered children and at least that many parents & grandparents attending in May of 2017. The 2018 fishing derby is scheduled for Saturday May 12th of which plans are currently underway to make this another great event for our local youth. This ESC program is provided at no cost to the families and the ESC pays for the breakfast, prizes, and the stocking of the reservoir
- This year the ESC also sponsored an additional civic event for Kensington elementary children which was well attended and appreciated by the school. On Friday May 12, 2017, 115 children from the Kensington Elementary School visited the Exeter



THE EXETER SPORTSMAN'S CLUB, Inc.

P.O. Box 1936

111 Portsmouth Avenue

Exeter, New Hampshire 03833

(603) 772-7468

www.exetersportsmansclub.com

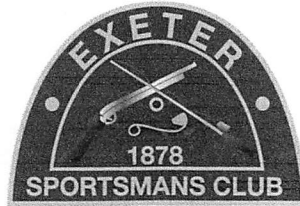
Sportsman's Club to release Brook Trout the children raised from eggs., part of the Trout In The Classroom program promoted by Trout Unlimited and NH Fish & Game (NHFG). Information about this program is available at TroutintheClassroom.org, greatbaytu.blogspot.com and wildlife.state.nh.us.

Safety & Firearms Training

- Three Hunter Education classes were conducted in 2017, graduating 71 students qualified for both archery and firearms licenses under new NHFG guidelines. According to the New Hampshire Fish and Game (NHFG) reports, a steep decline in firearm accidents as a result of the emphasis on firearm safety in the Hunter Education Program. Hunting has become one of the safest activities in America.
- ESC provided NRA certified training in Basic Pistol, Black Rifle, Personal Protection in the Home (PPIH) and Personal Protection Outside the Home (PPOH) to a total 49 students. All of these programs place heavy emphasize on firearm safety.
- ESC continues to provide NRA certified training officers and/or NRA certified range safety officers to youth groups (CAP, BSA, 4H, etc.) seeking firearms qualifications.

Youth Programs

- We continue to have a vibrant Civil Air Patrol (CAP) youth program at ESC. The program this year hosted a total of 47 young citizens, just two less than last year. Five of the program alumnae are now serving in the U.S. Armed Forces. Three are now Marines, One is in the Army and one is in the Navy. Four out of the five reported proudly that they had achieved the Expert marksmanship rating and the other one missed it by only two points. The Squadron leadership was so impressed with the early classes that we now teach it to all Cadet Recruits, regardless of whether they intend to enroll in the Marksmanship Program or not.
- Boy Scouts of America: We continue to assist local scout troops and occasional individual scouts with completing merit badges. As always, our Flag Retirement program, will be held on Flag Day, June 14th on the Club lawn commencing at 5 P.M. Private citizens are welcome to attend or they may drop off their flags at the Exeter Cemetery office during Office Hours.
- We have thus reached an unknown additional number of youngsters beyond those participating in the Marksmanship Program. I estimate the number at upwards of 25.



THE EXETER SPORTSMAN'S CLUB, Inc.

P.O. Box 1936
111 Portsmouth Avenue
Exeter, New Hampshire 03833
(603) 772-7468

www.exetersportsmansclub.com

More than a dozen club members assisted the Youth Programs during the past year and several have been part of the Cadre' since the program started.

ESC continued to provide free membership to members of the armed forces who are on active duty. Some members of the United State Coast Guard (USCG) continue to use the range to hone their shooting skills.


ESC has expanded our new member orientation to two full hours with special emphasis on new members being "range safe". All new members are interviewed to determine their shooting experience and those judged to be lacking are assigned a mentor to improve their safety skills. All new members are required to have a background check by the New Hampshire State Police or be a holder of a valid NH concealed carry permit which results in the same background check being performed when the permit was issued.

ESC continues to provide complimentary shooting rights, at any time during range operating hours, to all members of the Exeter and Stratham Police Departments so they can sharpen their shooting skills and qualify, whenever they feel it is necessary. This is in addition to the time required under the provisions of the current lease agreement for the Exeter Police Department.

Collectively, all of the ESC programs (NRA Certified Programs, Hunter Education, Youth, New Member Orientations, etc.) trained in excess of 150 individuals in the safe handling and storage of firearms last year.

The ESC strives to exceed in safety/education requirements in order to prevent injuries to our members and guests while participating in this great sport.

If you have any questions regarding this report please feel free to contact me directly.



Timothy D. Copeland
President Exeter Sportsman's Club
603-580-1998 home

Town
of
Exeter



Sheri Riffle <sriffle@exeternh.gov>

EDC

Chris Surette <csurette@gmail.com>
To: Sheri Riffle <sriffle@exeternh.gov>

Wed, Feb 28, 2018 at 3:54 PM

Hi Sheri,

Thank you for contacting me.

Unfortunately, due to my commitments on other boards and organizations as well as my travel schedule for work, I will be unable to seek re-appointment to the EEDC.

Respectfully,

Chris

[Quoted text hidden]