

Exeter Board of Selectmen Meeting

Monday, March 19th, 2018, 7:00 p.m.

Nowak Room, Town Office Building

10 Front Street, Exeter NH

1. Call Meeting to Order
2. Swearing In Of Town Officers
3. Selectboard Reorganization
4. Bid Awards – Washington Street Waterline, Parks/Recreation Mower, Parks/Recreation Docks
5. Public Comment
6. Minutes & Proclamations
 - a. Proclamations/Recognitions
7. Approval of Minutes
 - a. March 12th, 2018
8. Appointments
9. Discussion/Action Items
 - a. Town Election Results
 - b. Review BOS Committee Assignments
 - c. MS 232 Certificate of Appropriations
10. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Selectboard Committee Reports
 - e. Correspondence
11. Review Board Calendar
12. Non-Public Session
13. Adjournment

Don Clement, Chairman

Exeter Selectboard

Posted: 3/16/18 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

Swearing In Of Town Officers

List of Officers Elected

Selectboard – Molly Cowan

Checklist Supervisor – Ellen Adlington

Checklist Supervisor (2) – Sean Mulholland, John Crowley (tie, TBD)

Trustees of Library – Laura Wyskiel, Mary Lafreniere, Denise Leonard

Trustee of Robinson Fund – Jamie L. Sirois

Trustee of Swasey Parkway – Mark Damsell

Trustee of Trust Funds – Lisa McIlveen

**Slate of Candidates – Budget Recommendations Committee – Article 8
Article Passed 2063-258**

David Beavens

Nancy Belanger

Len Benjamin

Mike Dawley

Nicholas Gray

Fran Hall

Bob Kelly

Niko Papakonstantis

Judy Rowan

Christine Soutter

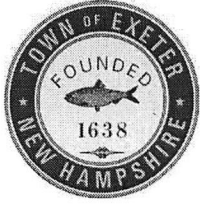
Tai Chin Tung

Selectboard Reorganization

Chair –

Vice-Chair –

Clerk -



EXETER PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD • EXETER, NH 03833-3792 • (603) 773-6157 • FAX 772-1355

www.exeternh.gov

DATE: March 14, 2018
TO: Russell J. Dean, Town Manager
FROM: Jennifer Mates, P.E., Assistant Town Engineer
RE: Washington Street Water Main Replacement Project
Contractor Bid Award Recommendation

The engineering design for the Washington Street project was approved in March 2017 for the water main replacement and investigations into other utilities for \$68,000. The storm and sanitary sewer investigations determined that the existing storm and sanitary sewers are adequate. The water main design was completed by Weston & Sampson Engineers, Inc (W&S). The town voted on March 13, 2018, to approve funding for construction, construction administration, and inspection in the amount of \$665,000.

On January 10, 2018, the Department of Public Works (DPW) issued a request for bids for construction. Four contractors submitted bids on or before the due date of January 31, 2018, which are summarized below:

Contractor	Total
N. Granese & Sons, Inc.	\$446,108.90
Joseph P. Cardillo & Son, Inc.	\$556,229.90
Jamco Excavators, LLC	\$592,024.10
Pichette Brothers Construction Company	\$796,141.00

The Public Works Department recommends award of the contract to N. Granese & Sons, Inc. in the amount of \$446,108.90. See the attached W&S recommendation letter dated February 13, 2018, for additional information regarding the review of the bids.

The W&S contract amendment for construction administration and inspection is **\$64,270.00.** (See attached) The original contract with W&S for engineering design was \$47,490 for a contract total of \$111,760. **The Public Works Department recommends approval of the W&S contract amendment.**

February 13, 2018

Ms. Jennifer Mates, P.E.
Assistant Town Engineer
Public Works Department
13 Newfields Road
Exeter, NH 03833

Re: Washington Street Water Main Replacement
Contract 2017 - 1

Dear Ms. Mates:

Four (4) bids were received and opened on Wednesday, January 31, 2018 for the Washington Street Water Main Replacement project. The three low bidders and their bids are as follows:

<u>Contractor</u>	<u>Total of Bid</u>
N. Granese & Sons Inc.	\$446,108.90
Joseph P. Cardillo & Sons	\$556,229.90
Jamco Excavators LLC	\$592,024.10

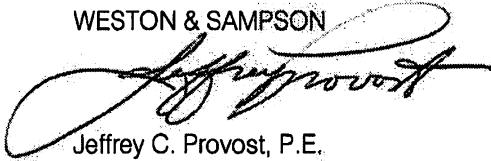
Enclosed are copies of section A-3 "Bid" from the three low bidders.

We have checked the references for N. Granese & Sons Inc. and have found them to be in order. Based on the project references provided, we have found that their history of performance and workmanship are acceptable. Accordingly, we recommend that the Town issue a letter of intent to award the contract in the amount of \$446,108.90 to N. Granese & Sons Inc.

Assuming that our recommendation is accepted, the Town should sign and send an executed "Notice of Award" to the Contractor and copy this office. Enclosed please find a copy of a draft "Notice of Award" to that effect. Upon receipt of a copy of such notice we will send four copies of the contract documents to the Contractor for their signing. The Contractor will be directed at that time to obtain the required completed bonds and insurance and return all documents to our office to be checked for compliance. We will then forward the contract documents to your office for signatures.

Very truly yours,

WESTON & SAMPSON



Jeffrey C. Provost, P.E.
Project Manager

Enclosures

P:\NH\EXETER, NH\2170735 WASHINGTON ST WMBIDDING\REC TO AWARD LTR.DOCX

B-1.1

NOTICE OF AWARD

Dated _____, 20 ____

TO: N. Granese & Sons Inc.

(BIDDER)

ADDRESS: 59 Jefferson Avenue, Salem, NH 01970

OWNER'S PROJECT NO: 2017-1

PROJECT: Washington Street Water Main Replacement

OWNER'S CONTRACT NO: 2017-1

CONTRACT FOR: Washington Street Water Main Replacement

(Insert name of contract as it appears in the Bid Documents)

You are notified that your Bid dated January 31, 2018 for the above Contract has been considered. You are the apparent successful bidder and have been awarded a contract for:

Washington Street Water Main Replacement

(Indicate total Work, alternates or sections of Work awarded)

The Contract Price of your contract is Four hundred forty-six thousand, one hundred and eight dollars, and ninety cents. (\$ 446,108.90).

4 copies of each of the proposed Contract Documents (except Drawings) accompany this Notice of Award. The same number of sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within ten days of receiving this Notice of Award.

1. You must deliver to the OWNER all of the fully executed counterparts of the Agreement including all the Contract Documents. This includes the sets of Drawings. Each of the Contract Documents must bear your signature on (the cover) (every) page.

2. You must deliver with the executed Agreement the Contract Security (Bonds) as specified in the Information for Bidders and General Conditions.

B-1.2

3. (List other conditions precedent).

Performance and Payment Bonds (4 copies)

Insurance Certificates (4 copies) - Please note that in accordance with General Condition of the Contract Documents, the Municipality must be named as additional insureds.

Failure to comply with these conditions within the time specified will entitle **OWNER** to consider your bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

Within ten days after receipt of acceptable performance BOND, payment BOND and agreement signed by the party to whom the Agreement was awarded, the **OWNER** will return to you one fully signed counterpart of the Agreement with the Contract Documents attached.

Town of Exeter, New Hampshire
(OWNER)

By _____
(AUTHORIZED SIGNATURE)

(TITLE)

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged

By N. Granese & Sons Inc.

The _____ day of _____, 20 _____

By _____

Title _____

Copy to ENGINEER
(Use Certified Mail, Return Receipt Requested)

BID DATE: January 31, 2018

ITEM NO.	CONT. QUAN.	DESCRIPTION	N. Granese & Sons		Joseph P. Cardillo & Sons, Inc.	
			UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
Water Mains and Fittings						
1a	2,000	12 inch & 8 inch pipe and fittings, per linear ft	\$84.00	\$168,000.00	\$125.00	\$250,000.00
1b	75	6 inch & 4 inch pipe and fittings, per linear ft	\$20.00	\$1,500.00	\$50.00	\$3,750.00
1c	1,000	Additional fittings	\$0.01	\$10.00	\$0.01	\$10.00
1d	100	Removal & disposal of AC pipe and fittings, per linear ft	\$30.00	\$3,000.00	\$0.01	\$1.00
Temporary Service Piping						
2a	1,300	4 inch temporary service piping, per linear ft	\$12.00	\$15,600.00	\$15.00	\$19,500.00
2b	2,200	2 inch temporary service piping, per linear ft	\$10.00	\$22,000.00	\$10.00	\$22,000.00
Hydrants and Valves						
3a	3	Hydrant, per hydrant	\$4,000.00	\$12,000.00	\$3,000.00	\$9,000.00
3b	2	Remove existing hydrant, per hydrant	\$150.00	\$300.00	\$1,000.00	\$2,000.00
3c	1	12 inch gate valves, per gate valve	\$2,500.00	\$2,500.00	\$8,000.00	\$8,000.00
3d	6	8 inch gate valves, per gate valve	\$1,500.00	\$9,000.00	\$5,000.00	\$30,000.00
3e	3	6 inch gate valve, per gate valve	\$1,000.00	\$3,000.00	\$1,000.00	\$3,000.00
Service Connections						
4a	43	1 inch curb stop, per unit	\$200.00	\$8,600.00	\$150.00	\$6,450.00
4b	43	1 inch corp stop, per unit	\$1,400.00	\$60,200.00	\$2,000.00	\$86,000.00
4c	1,260	1 inch service piping, per linear ft	\$5.00	\$6,300.00	\$5.00	\$6,300.00
Sewer and Drain Connections						
5a	12	sewer and drain reconstruction within water trench limits, per reconstruction	\$150.00	\$1,800.00	\$500.00	\$6,000.00
Rock Excavation and Disposal						
6a(1)	110	Rock excavation and disposal, per cubic yard	\$80.00	\$8,800.00	\$80.00	\$8,800.00
6a(2)	110	Rock excavation and disposal, per cubic yard	\$0.01	\$1.10	\$0.01	\$1.10
Earthwork						
7a	200	Unsuitable material above normal grade, per cubic yard	\$30.00	\$6,000.00	\$40.00	\$8,000.00
7b	200	Additional earthwork below normal grade, per cubic yard	\$0.01	\$2.00	\$0.01	\$2.00
7c	400	Additional earthwork, per cubic yard	\$0.01	\$4.00	\$0.01	\$4.00
7d	80	Test pits, per cubic yard	\$0.01	\$0.80	\$0.01	\$0.80
Pavement Replacement						
8a	3,165	Temporary pavement (type1) , per linear ft	\$10.00	\$31,650.00	\$5.00	\$15,825.00
8b	3,165	Permanent pavement(type2), per linear ft	\$18.00	\$56,970.00	\$9.00	\$28,485.00
Dust Control						
9a	2,000	Calcium Chloride, per lb	\$0.01	\$20.00	\$1.00	\$2,000.00
Traffic Control						
10a	48	Uniformed Officers, per hour	\$62.00	\$2,976.00	\$62.00	\$2,976.00
10b	375	Flaggers, per hour	\$29.00	\$10,875.00	\$35.00	\$13,125.00
Mobilization						
11a	1	Mobilization, lump sum (not more than 5% of total of all items excluding item 11)	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00
Total of Bid					\$446,108.90	\$556,229.90

* Error in Calculation of Bid Amount

P:\NH\Exeter, NH\2170735 Washington St WMBidding\Exeter Bid Tabulation Form.xlsx\Bid Tabulation

Town of Exeter, NH
Washington Street Water Main Replacement

WESTON & SAMPSON
Portsmouth, NH

BID DATE: January 31, 2018

ITEM NO.	CONT. QUAN.	DESCRIPTION	Jamco Excavators		Pichette Bros.	
			UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
Water Mains and Fittings						
1a	2,000	12 inch & 8 inch pipe and fittings, per linear ft	\$141.00	\$282,000.00	\$86.00	\$172,000.00
1b	75	6 inch & 4 inch pipe and fittings, per linear ft	\$120.00	\$9,000.00	\$125.00	\$9,375.00
1c	1,000	Additional fittings	\$5.00	\$5,000.00	\$24.00	\$24,000.00
1d	100	Removal & disposal of AC pipe and fittings, per linear ft	\$50.00	\$5,000.00	\$95.00	\$9,500.00
Temporary Service Piping						
2a	1,300	4 inch temporary service piping, per linear ft	\$10.00	\$13,000.00	\$20.00	\$26,000.00
2b	2,200	2 inch temporary service piping, per linear ft	\$10.00	\$22,000.00	\$15.00	\$33,000.00
Hydrants and Valves						
3a	3	Hydrant, per hydrant	\$4,600.00	\$13,800.00	\$2,800.00	\$8,400.00
3b	2	Remove existing hydrant, per hydrant	\$250.00	\$500.00	\$1,500.00	\$3,000.00
3c	1	12 inch gate valves, per gate valve	\$4,000.00	\$4,000.00	\$3,500.00	\$3,500.00
3d	6	8 inch gate valves, per gate valve	\$1,900.00	\$11,400.00	\$1,850.00	\$11,100.00
3e	3	6 inch gate valve, per gate valve	\$1,800.00	\$5,400.00	\$1,450.00	\$4,350.00
Service Connections						
4a	43	1 inch curb stop, per unit	\$750.00	\$32,250.00	\$650.00	\$27,950.00
4b	43	1 inch corp stop, per unit	\$665.00	\$28,595.00	\$750.00	\$32,250.00
4c	1,260	1 inch service piping, per linear ft	\$1.00	\$1,260.00	\$52.00	\$65,520.00
Sewer and Drain Connections						
5a	12	sewer and drain reconstruction within water trench limits, per reconstruction	\$1,000.00	\$12,000.00	\$2,500.00	\$30,000.00
Rock Excavation and Disposal						
6a(1)	110	Rock excavation and disposal, per cubic yard	\$80.00	\$8,800.00	\$80.00	\$8,800.00
6a(2)	110	Rock excavation and disposal, per cubic yard	\$0.01	\$1.10	\$50.00	\$5,500.00
Earthwork						
7a	200	Unsuitable material above normal grade, per cubic yard	\$0.01	\$2.00	\$45.00	\$9,000.00
7b	200	Additional earthwork below normal grade, per cubic yard	\$5.00	\$1,000.00	\$15.00	\$3,000.00
7c	400	Additional earthwork, per cubic yard	\$5.00	\$2,000.00	\$35.00	\$14,000.00
7d	80	Test pits, per cubic yard	\$50.00	\$4,000.00	\$50.00	\$4,000.00
Pavement Replacement						
8a	3,165	Temporary pavement (type1) , per linear ft	\$9.00	\$28,485.00	\$34.00	\$107,610.00
8b	3,165	Permanent pavement(type2), per linear ft	\$17.00	\$53,805.00	\$39.00	\$123,435.00
Dust Control						
9a	2,000	Calcium Chloride, per lb	\$4.00	\$8,000.00	\$5.00	\$10,000.00
Traffic Control						
10a	48	Uniformed Officers, per hour	\$62.00	\$2,976.00	\$62.00	\$2,976.00
10b	375	Flaggers, per hour	\$26.00	\$9,750.00	\$29.00	\$10,875.00
Mobilization						
11a	1	Mobilization, lump sum (not more than 5% of total of all items excluding item 11)	\$28,000.00	\$28,000.00	\$37,000.00	\$37,000.00
Total of Bid				\$592,024.10		\$796,141.00

* Error in Calculation of Bid Amount

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AMENDMENT NO. 1
TO THE
AGREEMENT FOR ENGINEERING SERVICES
BY AND BETWEEN THE
TOWN OF EXETER, NEW HAMPSHIRE
AND
WESTON & SAMPSON ENGINEERS, INC.

The AGREEMENT for the design and bidding assistance for the construction of the Washington Street Utility Rehabilitation project made on August 30, 2017 by and between the Town of Exeter, New Hampshire acting through its Department of Public Works, hereinafter called the OWNER, and Weston & Sampson Engineers, Inc., with offices at 100 International Drive, Suite 152, Portsmouth, New Hampshire hereinafter called the ENGINEER is hereby amended in accordance with the provisions of said AGREEMENT.

This amendment is issued to incorporate the following changes:

ARTICLE 2 - SERVICES OF THE ENGINEER is hereby amended...

A. Add the following sections:

"Construction Phase Services:

2.5 Construction Administration Office Services:

- 2.5.1 Meet with the Owner up to three times during the construction phase of the project to discuss construction issues, progress of the project, and to coordinate the work as needed.
- 2.5.2 Organize and attend one preconstruction conference with the Owner and the Construction Contractor.
- 2.5.3 Attend one neighborhood/public meeting with the town to discuss project schedule, traffic concerns and temporary water impacts with local residents.
- 2.5.4 Review and approve up to 20 shop drawing submittals submitted by the Construction Contractor for general compliance with contract documents.
- 2.5.5 Prepare and process up to two (2) change orders that may be required during the project.
- 2.5.6 Prepare supplementary drawings/sketches as required to clarify/resolve field construction problems that may occur.
- 2.5.7 Review Construction Contractor's monthly application for payment requests based on quantities and work completed and prepare a recommendation to

the Owner for payment to the Construction Contractor.

2.5.8 Prepare and submit recommendation of substantial completion to the Owner.

2.5.9 Prepare record drawings of the completed project and submit one set of drawings and a CADD format file to the Owner upon completion. Weston & Sampson is not responsible for any errors or omissions in the information provided by others that are included into the record drawings.

2.6 Resident Representative Services:

2.6.1 General

2.6.1.1 Resident Project Representative is the ENGINEER's Agent (generally an employee of the ENGINEER who is assigned to the OWNER's project in the field) and shall act under the supervision of the ENGINEER. His authority and responsibilities are limited to observing the work for general conformance to the contract documents, and are not to be construed as directing or supervising the work. He shall confer with the ENGINEER (where the text refers to the Resident Project Representative conferring with the ENGINEER it refers to the ENGINEER's Project Manager) regarding his actions. His involvement in matters pertaining to onsite work will, in general, be with the ENGINEER and CONSTRUCTION CONTRACTOR, keeping the OWNER advised as indicated below and as necessary. His involvement with subcontractors will only be through or in the presence of the CONSTRUCTION CONTRACTOR or his designated representative. He shall generally communicate with the OWNER with the knowledge of the ENGINEER.

2.6.2 Duties and Responsibilities of the Resident Project Representative:

2.6.2.1 Schedules: Review the proposed progress schedule, schedule of shop drawing submissions and schedule of project values, all as prepared by the CONSTRUCTION CONTRACTOR and consult with the ENGINEER concerning their acceptability.

2.6.2.2 Conferences: Attend a preconstruction conference and a neighborhood meeting; establish a weekly schedule of work progress meetings and other pertinent conferences as required in consultation with the ENGINEER or the OWNER and notify in

advance those expected to attend. Attend meetings and prepare, circulate and maintain copies of minutes thereof.

2.6.2.3 Liaison:

2.6.2.3.1 Serve as ENGINEER's liaison with CONSTRUCTION CONTRACTOR, working principally through CONSTRUCTION CONTRACTOR's designated onsite representative, and assist him in understanding the intent of the contract documents. Assist the ENGINEER in serving as the OWNER's liaison with the CONSTRUCTION CONTRACTOR when CONSTRUCTION CONTRACTOR's operations affect the OWNER's onsite operations.

2.6.2.3.2 Assist in obtaining from the OWNER additional details or information when required at the job site for proper execution of the work.

2.6.2.4 Shop Drawings and Samples:

2.6.2.4.1 Maintain a file of shop drawings and samples submitted by the CONSTRUCTION CONTRACTOR.

2.6.2.4.2 Advise ENGINEER and CONSTRUCTION CONTRACTOR immediately at the commencement of any work requiring a shop drawing or sample submission if the submission has not been accepted by the ENGINEER.

2.6.2.5 Review of Work, Rejection of Defective Work, Inspections and Tests:

2.6.2.5.1 On the basis presented in 3.2.1 *General*, observe work in progress to determine (1) if the work is proceeding in general conformance with the contract documents and (2) that completed work generally conforms to the contract documents. The Resident Project Representative shall confirm the accuracy of horizontal and vertical controls established by the CONSTRUCTION CONTRACTOR prior to the start of construction, but such does not relieve the CONSTRUCTION CONTRACTOR of its independent obligation to establish the starting controls.

2.6.2.5.2 Report to the ENGINEER who, in turn, will notify the OWNER whenever any work is unsatisfactory, faulty, or

defective, or does not conform to the contract documents, or has been damaged, or does not meet the requirements of any inspections, tests, or approvals required to be made. Advise the ENGINEER when he believes work should be uncovered for observation, or requires special testing or inspection or approval. Record and advise the CONSTRUCTION CONTRACTOR of work failing to meet the contract requirements.

2.6.2.5.3 Verify that tests, equipment, and system start-ups are performed and operating and maintenance training is conducted as required by the contract documents and in the presence of the required personnel, and that the CONSTRUCTION CONTRACTOR maintains adequate records thereof; observe, record and report to the ENGINEER appropriate details relative to the test procedures and start-ups.

2.6.2.5.4 Accompany visiting inspectors representing public or other agencies having jurisdiction over the PROJECT, and record the outcome of these inspections.

2.6.2.5.5 Performance of the services outlined in Subsections 2.6.2.5.1 through 2.6.2.5.4, will not guarantee the CONSTRUCTION CONTRACTOR's performance, but it endeavors to verify compliance with the contract documents and thereby protect the OWNER against defects and deficiencies in the work. Nothing in Section 2.6.2.5 relieves the CONSTRUCTION CONTRACTOR of its independent obligations under its contract with the OWNER in performing its services. The ENGINEER shall not be responsible for the CONSTRUCTION CONTRACTOR's failure to perform the construction work in accordance with the contract documents nor for the CONSTRUCTION CONTRACTOR's construction methods and procedures, nor for the safety program and safety precautions implemented by the CONSTRUCTION CONTRACTOR.

2.6.2.6 Interpretation of Contract Documents: Transmit to the CONSTRUCTION CONTRACTOR, clarifications and interpretations of the contract documents.

2.6.2.7 Modifications:

2.6.2.7.1 Consider and evaluate the CONSTRUCTION CONTRACTOR's suggestions for modifications in contract documents and report them with recommendations to the ENGINEER.

2.6.2.7.2 Monitor and record the labor, equipment and materials utilized by the CONSTRUCTION CONTRACTOR and subcontractors when modifications are constructed.

2.6.2.8 Records:

2.6.2.8.1 Maintain, at the job site, orderly files for correspondence, reports of job conferences, shop drawings, sample submissions, reproductions of original contract documents, including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the contract, the ENGINEER's clarifications and interpretations of the contract documents, progress reports, record drawings and records, and other project-related documents.

2.6.2.8.2 Record hours worked by the CONSTRUCTION CONTRACTOR on the job site; weather conditions; data relative to questions of extras or deductions; list of principal visitors and representatives of fabricators, manufacturers, suppliers and distributors; daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures.

2.6.2.8.3 Record names, addresses and telephone numbers of the CONSTRUCTION CONTRACTOR, subcontractors, and major suppliers of equipment and materials.

2.6.2.9 Reports:

2.6.2.9.1 Prepare periodic reports as required of progress of the work and of the CONSTRUCTION CONTRACTOR's compliance with the progress schedule and schedule of shop drawing submissions.

2.6.2.9.2 Consult with the ENGINEER in advance of scheduled

major tests, inspections by others or start of important phases of the work.

2.6.2.9.3 Obtain all backup material, prepare and recommend to the ENGINEER Change Orders, Extra Work Orders, and Field Changes.

2.6.2.10 Payment Requisitions: Review applications for payment with the CONSTRUCTION CONTRACTOR for compliance with the established procedure and forward them with recommendations to the ENGINEER, noting particularly their relation to the schedule of values, work completed, and materials and equipment delivered at the site but not incorporated in the work.

2.6.2.11 The ENGINEER shall prepare and provide four copies of an operations and maintenance manual for the PROJECT. The manual shall serve to outline the information needed to start, operate, and shut down the facility. The manual shall also provide a compilation of the major maintenance tasks needed by the installed equipment.

2.6.2.12 Completion:

2.6.2.12.1 Before the ENGINEER issues a recommendation of substantial completion to the OWNER, submit to the CONSTRUCTION CONTRACTOR a list of observed items requiring correction or completion.

2.6.2.12.2 Conduct final observation of the project in the company of the ENGINEER, OWNER, and the CONSTRUCTION CONTRACTOR and prepare a final list of items to be corrected.

2.6.2.12.3 Verify that all items on final list have been completed or corrected and make recommendations to the ENGINEER concerning acceptance and start of warranty.

2.6.3 Limitations of Authority: The Resident Project Representative:

2.6.3.1 Shall not authorize any deviation from the contract documents or approve any substitute materials or equipment.

2.6.3.2 Shall not direct, supervise, or undertake any of the responsibilities of the CONSTRUCTION CONTRACTOR.

- 2.6.3.3 Shall not expedite work for the CONSTRUCTION CONTRACTOR.
- 2.6.3.4 Shall not advise on or issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the contract documents.
- 2.6.3.5 Shall not advise or issue directions as to safety precautions and programs in connection with the work.
- 2.6.3.6 Shall not authorize the OWNER to occupy the PROJECT in whole or in part.
- 2.6.3.7 Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by the ENGINEER.
- 2.6.3.8 Shall not exceed limitations of the ENGINEER's authority as set forth in the contract documents.
- 2.6.3.9 Shall not issue "stop work" orders unless directed by the OWNER, in writing, to do so."

ARTICLE 5 - PAYMENTS TO THE ENGINEER is hereby amended...

A. Add paragraph 5.3 as follows:

"5.3 For services performed under ARTICLES 2.5 and 2.6 of this AGREEMENT, the OWNER agrees to pay the ENGINEER within thirty (30) days of the invoice date, as charges accrue on a time charged plus expense basis. For this PROJECT, the rates of the ENGINEER are 2.3 times the cost of salaries of those personnel working on the PROJECT and 1.1 times prime subconsultant charges and other direct costs which include transportation, printing and reproduction of plans and reports, telephone charges, postage, computer time, sub-consultant charges such as specialty engineering, soils, surveying, testing of materials, and other identifiable expenses. Compensation shall be payable monthly, as earned, and shall not exceed \$64,270.00 without prior written authorization from the OWNER.

Full-time resident representative services are estimated to be 325 hours during construction activities. Should the CONSTRUCTION CONTRACTOR delay completion of the project, or should work be added that extends the construction schedule, the number of hours may need to be increased, and additional ENGINEER compensation may be required."

END OF AMENDMENT NO. 1

IN WITNESS WHEREOF, the parties hereto have executed this AMENDMENT NO. 1 this
____ day of _____, 2018.

ACCEPTED FOR:

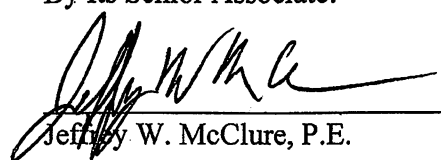
TOWN OF EXETER

WESTON & SAMPSON ENGINEERS, INC.

By Its Town Manager:

By Its Senior Associate:

Russell Dean



Jeffrey W. McClure, P.E.

DATE

2/2/18

DATE

CERTIFICATION OF AVAILABLE FUNDS

Certification is herewith given that funds are available for payments required by the terms of this
AMENDMENT NO. 1.

By: _____
OWNER Accountant

Date: _____

p:\nh\exeter, nh\2170735 washington st wm\contract\washington street wm contract - amendment 1 ca-ri.docx

**TOWN OF EXETER
MEMORANDUM**

TO: Russ Dean, Town Manager
CC: Doreen Chester, Finance Director
FROM: Greg Bisson, Acting Director of Parks and Recreation
RE: Mower Replacement
DATE: 3/16/18

Exeter Parks and Recreation recently solicited bids for a new mower to replace our oldest mower. Two vendors submitted proposals: Perkins Power Equipment (Exeter, NH) and J.M. Hayden (Newmarket, NH).

Company Name	Material	Cost
Perkins Power Equipment	Hustler Super Z Hyper Drive Zero Turn Rider	\$12,690.00
Perkins Power Equipment	Hustler Super Z Zero Turn Rider	\$11,730.00
JM Hayden Equipment LLS	Skag Tiger Catt II	\$11,206.40
JM Hayden Equipment LLS	Skag Cheetah	\$12,133.60
JM Hayden Equipment LLS	Skag Turf Tiger II	\$13,814.40

After review of all the proposals, Even though these mowers have a few things similar such as engine size but there are some outstanding factors that sets these mowers apart. The Exeter Parks and Recreation department would like to recommend J.M Hayden's Cheetah for our new mower for the following reasons.

- 1) **Speed:** Skag Cheetah has a 16 mph compared to the Hustler Super Z Zero Turn of 14 mph. This is speed would help finish the locations faster.
- 2) **Capacity:** Skag Cheetah has a 15 gallon capacity compared to 12 gallons. Three gallons can go a long way to complete locations in a timely manner. *15 gallons was the desired requirement in the bid spec.*
- 3) **Bagger Capacity:** Skag Cheetah has a 16 bushel capacity compared to 12 bushel. *16 bushels were the desired requirement in the bid spec.*
- 4) **Hydrostatic Systems:** The Skag Cheetah has a larger fan (9') which then requires less oil (2.5 gallons reserve tank) compared to Hustler's smaller fan (8") with a 3 gallons reserve tank. The savings in oil will save the department on maintenance costs over the life of the mower.
- 5) **Monitoring system:** The Skag Cheeta offers an advanced monitoring system that observes the important system functions of the mower in real time alerting the operator to any potential issues as well as reminders. The Hustler does not offer this type of system.
- 6) **Service/Loaner:** Both vendors offer loaner mowers with 24 hours' notice in moments in which the mower is down for a long period of time consequently the cost differential in services are a deciding factor. Perkin's Power Equipment charges \$85 per hour compared to JM Hayden Equipment price of \$80 per hour, given these points, our mowers were in for service over 100 hours which would have translated to added expenses in both maintenance and contracted services. JM Hayden's has a much larger service and parts inventory department than Perkin's which will expedite the downtime when a mower does need service. The real difference between companies is the Hydraulic services. Perkin's charges \$249 per service compared to JM Hayden's \$160. This \$90 difference is enormous when budgeting for maintenance of the mower. This service is required at least twice a year per mower, thus saving the town \$180 a year on costs.

The total amount requested is \$12,133.60. This estimate exactly what was submitted for the 2018 budget.

Respectfully Yours
Greg Bisson
Acting Director Exeter Parks and Recreation

**TOWN OF EXETER
MEMORANDUM**

TO: Russ Dean, Town Manager
CC: Doreen Chester, Finance Director
FROM: Greg Bisson, Acting Director of Parks and Recreation
RE: Docks Replacement
DATE: 3/14/18

Exeter Parks and Recreation recently solicited bids for a new commercial dock system to replace the existing dock system. Two vendors submitted proposals: Great Northern Docks (Naples, Maine) and FWM Docks (Hudson, NH).

Company Name	Material	Cost
FWM Docks (EZ Dock)	Composite	\$16,046.17
Great Northern Docks	Composite	\$19,500.00
Great Northern Docks	Pressure Treated	\$14,500.00

After review of all the proposals, The Exeter Parks and Recreation department would like to recommend FWM Docks (EZ Dock) System for the replacement of the existing docks for a number of reasons.

- 1) Composite is the preferred material for docks. The material holds up very well in the wet conditions and require little maintenance. Composite docks have an outstanding warranty. Great Northern Docks urges the town to use this type of material as well in their proposal. Wooden docks are not covered under warranty and would deteriorate over time. EZ Docks slogan is the last dock you would ever buy.
- 2) FWM Docks have all the materials in stock and would be ready to install immediately.
- 3) FWM Docks is located only 1 hour from Exeter so any replacement parts in the future or additions the department would like to make the to dock system is only a short drive away.
- 4) Great Northern Docks construction would take 3-4 weeks and would require additional help to install.
- 5) FWM Docks provided a list of over 30 references in which several I have spoken to and all agree this is the best dock system on the market.

The total amount requested is \$16,046.17. This estimate is far under the estimated cost of the dock replacement of \$18,000 submitted for the 2018 budget.

Respectfully Yours

Greg Bisson
Acting Director
Exeter Parks and Recreation



2695 TOTAL BALLOTS CAST

BALLOT 1 OF 2

OFFICIAL BALLOT
ANNUAL TOWN ELECTION
EXETER, NEW HAMPSHIRE
MARCH 13, 2018

21%

Andrea J. Kohler
TOWN CLERK

INSTRUCTIONS TO VOTERS

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ●
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

FOR SELECTMEN
Vote for not more than ONE
Three Year Term

DARIUS X. THOMPSON 446 ●

MOLLY COWAN 1190 ●

NICHOLAS T. "NICK" GRAY 931 ●

(Write-in) ○

FOR TRUSTEES OF THE LIBRARY
Vote for not more than THREE
Three Year Term

LAURA M. WYSKIEL 1518 ●

MARY LAFRENIERE 1537 ●

DENISE LEONARD 1549 ●

(Write-in) ○

(Write-in) ○

(Write-in) ○

FOR TRUSTEE OF THE SWASEY PARKWAY
Vote for not more than ONE
Three Year Term

DALE ALBERT 1004 ○

MARK W. DAMSELL 1243 ●

(Write-in) ○

FOR CHECKLIST SUPERVISOR
Vote for not more than ONE
Four Year Term

ELLEN L. ADLINGTON 1899 ●

(Write-in) ○

FOR TRUSTEE OF THE ROBINSON FUND
Vote for not more than ONE
Seven Year Term

JAMIE L. SIROIS 1835 ●

(Write-in) ○

FOR TRUSTEE OF TRUST FUNDS
Vote for not more than ONE
Three Year Term

LISA MCILVEEN 1854 ●

(Write-in) ○

FOR CHECKLIST SUPERVISOR
Vote for not more than ONE
Six Year Term

Sean Mulholland 3 ●

John Crowley 3 ●

(Write-in) ○

12667 VOTERS
80 NEW VOTERS
12747 TOTAL VOTERS

ARTICLES

Article 2 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: Amend Article 8 Historic District to allow a Minimal Impact application that can be administratively approved by Town Staff. The purpose of this amendment is to give less impactful projects proposed in a historic district an alternative permitting procedure that can be administered by Town Staff without necessarily having to appear before the Historic District Commission. The Historic District Commission is in favor of this amendment.

2036 YES ●

494 NO ○

Article 3

On petition that was signed by more than the required amount of 25 voters, 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 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. (This is a petitioned warrant article). (A 3/5 ballot vote required for approval.) Not recommended by the Board of Selectmen 2-3.

Did NOT PASS

1113 YES ○

1470 NO ●

Article 4

Shall the Town 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.) Recommended by the Board of Selectmen 4-1.

Did NOT PASS

1315 YES ●

1308 NO ○

TURN BALLOT OVER AND CONTINUE VOTING

ARTICLES CONTINUED

Article 5

Shall the Town 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 used in conjunction with the funds authorized to be raised in 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.) Recommended by the Board of Selectmen 5-0. **PASSED**

1654
YES
NO
852

Article 6

Shall the Town 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.) Recommended by the Board of Selectmen 5-0. **PASSED**

2034
YES
NO
480

Article 7

Shall the Town vote to raise and appropriate the sum of six hundred thousand and zero dollars (\$600,000) for purposes of further development of groundwater sources 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.) Recommended by the Board of Selectmen 3-2. **PASSED**

1647
YES
NO
832

Article 8

To choose all other necessary Town Officers, Auditors or Committees for the ensuing year. **BUDGET RECOMMENDATIONS COMMITTEE:** David Beavers, Nancy Belanger, Len Benjamin, Mike Dawley, Nicholas Gray, Fran Hall, Bob Kelly, Niko Papakonstantis, Judy Rowan, Christine Souther, Tai Chin Tung; **FENCE VIEWER:** Doug Eastman; **MEASURER OF WOOD & BARK:** Doug Eastman; **WEIGHER:** Jay Perkins

2063
YES
NO
258

Article 9

Shall the Town of Exeter vote to 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 \$18,646,644. Should this article be defeated, the default budget shall be \$18,264,224 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 5-0.

1789
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 \$3,361,387. Should this article be defeated, the water default budget shall be \$3,295,116 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.

696
1849
YES
NO
638

Article 11

Shall the Town of Exeter vote to 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 \$2,567,965. Should this article be defeated, the default budget shall be \$2,446,043 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.

1814
YES
NO
680

Article 12

Shall the Town 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 increased salaries and benefits at the current staffing levels:

Year	Estimated Salary/Benefits Increase
FY18	\$44,901
FY19	\$36,981
FY20	\$35,800

And further, to raise and appropriate the sum of forty-four thousand nine hundred and one dollars (\$44,901) 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) Recommended by the Board of Selectmen 5-0.

1882
YES
NO
621

GO TO NEXT BALLOT AND CONTINUE VOTING



OFFICIAL BALLOT
ANNUAL TOWN ELECTION
EXETER, NEW HAMPSHIRE
MARCH 13, 2018

Andrea J. Kohler
TOWN CLERK

ARTICLES CONTINUED

Article 13

Shall the Town vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to be added to the Sidewalk Repair and Replacement Capital Reserve Fund previously established. This sum to come from general taxation.

(Majority vote required) Recommended by the Board of Selectmen 5-0.

1953
YES
NO
603

Article 14

Shall the Town vote to authorize the Board of Selectmen to enter into a 7-year lease/purchase agreement for \$525,299 for the purpose of lease/purchasing a fire engine for the Exeter Fire Department to replace a 1997 engine, and to raise and appropriate the sum of eighty-eight thousand and one hundred seventy five dollars (\$88,175), which represents the first of 7 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) Recommended by the Board of Selectmen 3-2.

1486
YES
NO
1022

Article 15

Shall the Town vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) to be added to the Sick Leave Expendable Trust Fund previously established. This sum to come from general fund surplus.

(Majority vote required) Recommended by the Board of Selectmen 5-0.

1506
YES
NO
977

Article 16

Shall the Town vote to raise and appropriate, through special warrant article, the sum of seventy-three thousand eight hundred and ninety seven dollars (\$73,897), for the purpose of replacing Fire Department radios. This sum to come from general taxation.

(Majority vote required) Recommended by the Board of Selectmen 4-1.

1685
YES
NO
829

Article 17

Shall the Town 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) Recommended by the Board of Selectmen 5-0.

1557
YES
NO
941

Article 18

Shall the Town vote to raise and appropriate, through special warrant article, the sum of fifty thousand dollars (\$50,000), for the purpose of conducting a public safety study to address future operation and facility needs of the Exeter Police, Fire, EMS, and Dispatch departments. This sum to come from general taxation.

(Majority vote required) Recommended by the Board of Selectmen 3-2.

1059
YES
NO
1414

Article 19

Shall the Town vote to raise and appropriate, through special warrant article, the sum of fifty-thousand dollars (\$50,000), for the purpose of conducting a traffic, parking and pedestrian safety 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) Recommended by the Board of Selectmen 3-2.

1038
YES
NO
1463

Article 20

Shall the Town 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) Recommended by the Board of Selectmen 5-0.

1945
YES
NO
570

Article 21

Shall the Town vote to authorize the Board of Selectmen to enter into a loan agreement of up to \$30,000 through the New Hampshire Department of Environmental Services Clean Water State Revolving Loan Fund for the purpose of developing an Asset Management plan for the Town's wastewater infrastructure. The loan will provide up to \$30,000 principal forgiveness; therefore, no repayment of the loan will be required.

(A 3/5 ballot vote required for approval.) Recommended by the Board of Selectmen 5-0.

2119
YES
NO
409

TURN BALLOT OVER AND CONTINUE VOTING

ARTICLES CONTINUED

Article 22

Shall the Town vote to authorize the Board of Selectmen to enter into a loan agreement of up to \$30,000 through the New Hampshire Department of Environmental Services Clean Water State Revolving Loan Fund for the purpose of developing an Asset Management plan for the Town's storm water infrastructure. The loan will provide up to \$30,000 principal forgiveness; therefore, no repayment of the loan will be required. (A 3/5 ballot vote required for approval.) Recommended by the Board of Selectmen 5-0.

2027
YES
NO
421

Article 23

Shall the Town 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) Recommended by the Board of Selectmen 5-0.

1773
YES
NO
650

Article 24

Shall the Town 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 available from the Swasey Parkway Pavilion project completed in 2007 and are currently held in an escrow account. (Majority vote required) Recommended by the Board of Selectmen 5-0.

2072
YES
NO
383

Article 25

Shall the Town vote to adopt the provisions of the Epping Road Tax Increment District Plan Amendment (dated January 8, 2018) in accordance with RSA 162-K:9, which allocates the use of tax increments for retirement of bonds and notes as outlined in the plan. (Majority vote required) Recommended by the Board of Selectmen 5-0.

1763
YES
NO
530

Article 26

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. (This is a petitioned warrant article).

1775
YES
NO
654

Article 27

On the petition of Nicholas T. Gray and other registered voters of Exeter, in an effort to equip voters with a greater understanding of the tax impacts of proposed warrant articles, to see if the Town will vote the following:

Shall the Town adopt RSA 32:5, V-b. The Town shall, for all future annual budgets and special warrant articles requiring public funding, include an estimate of the tax impact for each appropriation. These tax estimates shall be provided in nominal dollar amounts corresponding to the median single-family home assessment in Town. The estimates will be provided separately as part of each respective warrant article. For a warrant article that will result in a bond issue, the tax estimate shall assume a bond of specified length at prevailing interest rates.

The Board of Selectmen shall, by majority vote and in compliance with the requirements set forth above, approve the estimation methodology utilized and the exact language included on the Town Warrant.

1571
YES
NO
825

Article 28

On petition of Bruce Jones and other registered voters of Exeter, in an effort to establish that all public spaces have a consistent value and prioritized availability to Exeter-based businesses, non-profits and residents, to see if the Town will vote the following:

The Town shall apply the current Town Hall usage fee of \$125 per day to all businesses, including non-profit organizations that are not based in Exeter. This fee shall also apply to the second floor space above Town Hall.

The Board of Selectmen shall, by majority vote and in compliance with the requirements set forth above, approve the exact language included on the Town Warrant. If this is approved, it is advisory only.

1523
YES
NO
835

YOU HAVE NOW COMPLETED VOTING THIS BALLOT

Selectmen Representatives to the Committees

Committee	2017	2018
Arts Committee	Anne Surman	
Conservation Commission	Anne Surman	
Economic Development Commission	Don Clement	
Energy Committee	Julie Gilman	
Facilities Committee		
Heritage Commission	Julie Gilman	
Historic District Commission	Julie Gilman	
Housing Advisory Committee	Dan Chartrand	
Memorial Day Parade Committee	Don Clement	
Planning Board	Kathy Corson	
River Advisory Committee	Don Clement	
Rockingham Planning Commission	Julie Gilman	
Swasey Parkway Trustees	Anne Surman	
Water & Sewer Advisory Committee	Dan Chartrand	



Report of Appropriations Actually Voted

Exeter

For the period beginning January 1, 2018 and ending December 31, 2018

Form Due Date: **20 Days after the Annual Meeting**

GOVERNING BODY CERTIFICATION

This is to certify that the information contained in this form, appropriations actually voted by the town/city meeting, was taken from official records and is complete to the best of our knowledge and belief. Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
 NH DRA Municipal and Property Division
 (603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Appropriations

Account	Purpose	Article	Appropriations As Voted
General Government			
4130-4139	Executive	09	\$257,501
4140-4149	Election, Registration, and Vital Statistics	09	\$367,862
4150-4151	Financial Administration	09	\$839,944
4152	Revaluation of Property	09	\$1
4153	Legal Expense	09	\$80,000
4155-4159	Personnel Administration	09	\$412,854
4191-4193	Planning and Zoning	09	\$266,091
4194	General Government Buildings	09,24	\$1,113,616
4195	Cemeteries	09	\$1
4196	Insurance	09	\$111,205
4197	Advertising and Regional Association		\$0
4199	Other General Government	09	\$10,000
General Government Subtotal			\$3,459,075
Public Safety			
4210-4214	Police	09,12	\$3,266,834
4215-4219	Ambulance		\$0
4220-4229	Fire	09	\$3,694,909
4240-4249	Building Inspection	09	\$251,522
4290-4298	Emergency Management	09	\$26,937
4299	Other (Including Communications)	09,12	\$477,373
Public Safety Subtotal			\$7,717,575
Airport/Aviation Center			
4301-4309	Airport Operations		\$0
Airport/Aviation Center Subtotal			\$0
Highways and Streets			
4311	Administration	09	\$417,921
4312	Highways and Streets	09	\$2,017,724
4313	Bridges		\$0
4316	Street Lighting	09	\$150,000
4319	Other	09,22	\$344,707
Highways and Streets Subtotal			\$2,930,352
Sanitation			
4321	Administration		\$0
4323	Solid Waste Collection	09	\$1,093,165
4324	Solid Waste Disposal		\$0
4325	Solid Waste Cleanup		\$0
4326-4328	Sewage Collection and Disposal		\$0
4329	Other Sanitation		\$0
Sanitation Subtotal			\$1,093,165



Appropriations

Water Distribution and Treatment			
4331	Administration		\$0
4332	Water Services		\$0
4335	Water Treatment		\$0
4338-4339	Water Conservation and Other		\$0
Water Distribution and Treatment Subtotal			\$0
Electric			
4351-4352	Administration and Generation		\$0
4353	Purchase Costs		\$0
4354	Electric Equipment Maintenance		\$0
4359	Other Electric Costs		\$0
Electric Subtotal			\$0
Health			
4411	Administration	09	\$130,681
4414	Pest Control	09	\$1,250
4415-4419	Health Agencies, Hospitals, and Other		\$0
Health Subtotal			\$131,931
Welfare			
4441-4442	Administration and Direct Assistance	09	\$37,387
4444	Intergovernmental Welfare Payments		\$0
4445-4449	Vendor Payments and Other	09	\$107,500
Welfare Subtotal			\$144,887
Culture and Recreation			
4520-4529	Parks and Recreation	09	\$526,256
4550-4559	Library	09	\$1,014,633
4583	Patriotic Purposes	09	\$15,000
4589	Other Culture and Recreation	09	\$23,001
Culture and Recreation Subtotal			\$1,578,890
Conservation and Development			
4611-4612	Administration and Purchasing of Natural Resources	09	\$9,559
4619	Other Conservation		\$0
4631-4632	Redevelopment and Housing		\$0
4651-4659	Economic Development	09	\$139,358
Conservation and Development Subtotal			\$148,917
Debt Service			
4711	Long Term Bonds and Notes - Principal	09	\$719,586
4721	Long Term Bonds and Notes - Interest	09	\$295,384
4723	Tax Anticipation Notes - Interest		\$0
4790-4799	Other Debt Service		\$0
Debt Service Subtotal			\$1,014,970
Capital Outlay			



New Hampshire
Department of
Revenue Administration

2018
MS-232

Appropriations

4901	Land			\$0
4902	Machinery, Vehicles, and Equipment	09,14,16,17		\$727,695
4903	Buildings			\$0
4909	Improvements Other than Buildings	05		\$1,100,000
Capital Outlay Subtotal				\$1,827,695
Operating Transfers Out				
4912	To Special Revenue Fund			\$0
4913	To Capital Projects Fund			\$0
4914A	To Proprietary Fund - Airport			\$0
4914E	To Proprietary Fund - Electric			\$0
4914O	To Proprietary Fund - Other			\$0
4914S	To Proprietary Fund - Sewer	11,21		\$2,597,965
4914W	To Proprietary Fund - Water	06,07,10		\$4,626,387
4915	To Capital Reserve Fund	13,23		\$47,000
4916	To Expendable Trusts/Fiduciary Funds	15,20		\$150,000
4917	To Health Maintenance Trust Funds			\$0
4918	To Non-Expendable Trust Funds			\$0
4919	To Fiduciary Funds			\$0
Operating Transfers Out Subtotal				\$7,421,352
Total Voted Appropriations				\$27,468,809



Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: scillie@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: Jennifer Wheeler Address: Po Box 131
Town/State/Zip: Portsmouth, NH 03801 Phone: 603-334-6063
Email: director@leadershipseacoast.org Date of Application: 3/15/18

Organization Information:

Name: Leadership Seacoast Address: (above)
Town/State/Zip: _____ Phone: _____

Reservation Information:

Type of Event/Meeting: Leadership Seacoast Government Day Date: 4/18/18
Times of Event: 8:00 - 4:30 Times needed for set-up/clean-up: 30 min.
of tables: 8 # of chairs: 45
List materials being used for this event: speakers, screen, laptop
Will food/beverages be served? yes Description: To be determined - local caterer

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: [Signature] Date: 3/15/18

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

**Town of Exeter
Request for Fee Waiver**

Requests for fee waivers or reduced fees are determined on a case by case basis for community based events and community fundraisers that are aligned with the Mission of the Town of Exeter.

Eligible Organizations:

- Non-profits with 501(c)3 status.
- Clubs and organizations that provide educational or community program opportunities that are open to the general public and who donate services.
- Town of Exeter departments who are utilizing the hall for town use.

Requirements:

You must complete an application to reserve the town hall and pay the security deposit. You and the organization you represent are required to follow all established policies and town ordinances, rules, during and after the event.

In order for your application to be considered you must complete this list of requirements. If you fail to comply with this list, the application will be denied.

1. Complete the request for waived fees, and attach your rental use application.
2. If your agency is a non-profit, a copy of your 501(c)3 must be attached.
3. Event must benefit the town's community and be relative to the mission.


Non-Waivable Fees:

All renters regardless of waived fees will be required to pay the full security deposit and other fees that are established and associated with cleaning, staff time, setup/dismantle and custodial services along with IT services. Any other fees identified in the Board of Selectmen's adopted fees as non-waivable.

Organization: Leadership Seacoast Phone: 603-770-8104
Address: PO Box 131 Town: Portsmouth State: NH Zip: 03801
Website: www.leadershipseacoast.org
Type of Business: Government Non-profit For-profit Other: _____
Representative: Jennifer Wheeler Phone: _____
Address: _____ Town: _____ State: _____ Zip: _____
Email: director@leadershipseacoast.org
Brief Description of Events: Leadership Seacoast program day for The Class of 2018 (39 participants) focusing on Government.

Type of Events: Fundraiser Community Event Private Event

I acknowledge that this request and any subsequent approval or denial does not guarantee the availability of the space(s). I further understand that I must have completed all applicable reservation procedures prior to submitting this request including but not limited to reserving the facility, providing the certificate of insurance and paying the security deposit. I further acknowledge that if the request is denied, the organization I represent must pay all remaining fees by the event date and that all established permit regulations and Selectmen policies will be followed during and after the event.

Representative's Signature:  Date: 3/16/18

Selectboard Approval:

Date: _____

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
G.P.O. BOX 1680
BROOKLYN, NY 11202

DEPARTMENT OF THE TREASURY

Date:

NOV 16 1993

LEADERSHIP SEACOAST
P.O. BOX 867
PORTSMOUTH, NH 03802-0867

Employer Identification Number:

02-0445258

Case Number:

115348012

Contact Person:

LORI WEBB

Contact Telephone Number:

(860) 259-2040

Our Letter Dated:

November 1, 1993

Addendum Applies:

Yes

Dear Applicant:

___ This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

You are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. For guidance in determining whether your gross receipts are "normally" more than \$25,000, see the instructions for Form 990. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

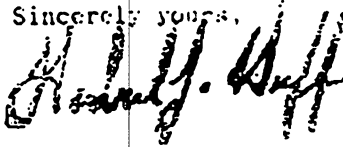
Letter 1050 (DO/CG)

LEADERSHIP SEACOAST

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Herbert J. Huff
District Director

Enclosure:
Addendum



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: _____

Representatives:

Name: Dana DeNiro Address: 131 Water Street
Town/State/Zip: Exeter NH 03833 Phone: 603.777.9956
Email: lunachics@comcast.net

Organization:

Name: LunaChics Address: 131 Water Street
Town/State/Zip: Exeter NH 03833 Phone: 603 777 9956

Reservation Details:

Type of Event/Meeting: "Warehouse" Sale Date: 4-19 AND 4-20
Times of Event: 10-6 Times needed for set-up/clean-up: 7AM 4/19
Will food/beverages be served/prepared in the foyer or room to the right? Yes No 7pm 4/20
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: Dana DeNiro Date: 3-15-18

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

Office Use Only:

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



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: 6-4 to 6-10-18 Plywood Board Week: _____

Representative:

Name: Carol Murray Address: 74 Kingston Rd

Town/State/Zip: Exeter NH Phone: 603-778-1703

Email: CJ Exeter@gmail.com

Organization:

Name: Boy Scouts of America Troop 323 Address: _____

Town/State/Zip: Exeter NH 03833 Phone: _____

Reservation Details:

Type of Event/Meeting: Rummage Sale Date: June 15-16, 2018

Times of Event: 15th 2-10 PM 16th 6 AM-4 PM Times needed for set-up/clean-up: yes the 15th

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.

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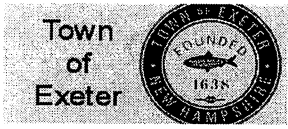
Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: [Signature] Date: 2-1-18

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

Office Use Only:

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



Sheri Riffle <sriffle@exeternh.gov>

Permit

CJ Murray <cjexeter@gmail.com>
To: Sheri Riffle <sriffle@exeternh.gov>

Fri, Feb 23, 2018 at 7:22 PM

To the board of select men,

Hi my name is Carol Murray and I am with boy scout troop 323 hear in Exeter. We are hoping to be able to have a rummage sale at the town hall in June to help raise money for the troop and the boys it serves. What I am asking you is to wave the normal fee associated with using the town hall. Thank you for your time and consideration.

Yours in scouting
Carol Murray
[Quoted text hidden]



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: Trisha Tidd Address: 23 mill Rd

Town/State/Zip: Kingston NH 03848 Phone: 603-560-5926

Email: ExeterScholarshipProgram@gmail.com

Organization:

Name: Miss Exeter Scholarship Org. Address: 23 mill Rd

Town/State/Zip: Kingston NH 03848 Phone: 603 560-5926

Reservation Details:

Type of Event/Meeting: Annual competition Date: 5/5/18

Times of Event: 12 noon - 5pm Times needed for set-up/clean-up: 1130-12/5-530

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

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

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: 3/7/18

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

Office Use Only:

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

**Town of Exeter
Request for Fee Waiver**

Requests for fee waivers or reduced fees are determined on a case by case basis for community based events and community fundraisers that are aligned with the Mission of the Town of Exeter.

Eligible Organizations:

- Non-profits with 501(c)3 status.
- Clubs and organizations that provide educational or community program opportunities that are open to the general public and who donate services.
- Town of Exeter departments who are utilizing the hall for town use.

Requirements:

You must complete an application to reserve the town hall and pay the security deposit. You and the organization you represent are required to follow all established policies and town ordinances, rules, during and after the event.

In order for your application to be considered you must complete this list of requirements. If you fail to comply with this list, the application will be denied.

1. Complete the request for waived fees, and attach your rental use application.
2. If your agency is a non-profit, a copy of your 501(c)3 must be attached.
3. Event must benefit the town's community and be relative to the mission.

Non-Waivable Fees:

All renters regardless of waived fees will be required to pay the full security deposit and other fees that are established and associated with cleaning, staff time, setup/dismantle and custodial services along with IT services. Any other fees identified in the Board of Selectmen's adopted fees as non-waivable.

Organization: Miss Exeter Scholarship Organization Phone: 603 560-5926

Address: 23 Mill Rd Town: Kingston State: NH Zip: 03848

Website: Facebook page: @exeterscholarshippageant

Type of Business: Government Non-profit For-profit Other: _____

Representative: Trisha Tidd Phone: 603-560-5926

Address: 23 Mill Rd Town: Kingston State: NH Zip: 03848

Email: ~~ExeterScholarshipProgram@gmail.com~~ ExeterScholarshipProgram@gmail.com

Brief Description of Events: Annual Outstanding Teen competition to recognize the academic and community involvement accomplishments of young women ages 13-16 in the Exeter community and provide them with scholarship

Type of Events: Fundraiser Community Event Private Event Opportunity

I acknowledge that this request and any subsequent approval or denial does not guarantee the availability of the space(s). I further understand that I must have completed all applicable reservation procedures prior to submitting this request including but not limited to reserving the facility, providing the certificate of insurance and paying the security deposit. I further acknowledge that if the request is denied, the organization I represent must pay all remaining fees by the event date and that all established permit regulations and Selectmen policies will be followed during and after the event.

Representative's Signature:  Date: 3/7/18

Selectboard Approval:

Date: _____

Memo

To: Russell Dean, Town Manager
From: Justin Pizon, Assistant Fire Chief
cc:
Date: 3/8/208
Re: Voluntary Address Changes

Please find the attached application for a voluntary address change affecting 146 ½ Front Street.

I was approached by the Assessor's office and the owner as there has been issues receiving mail from the USPS. This structure is being seen as two separate addresses, 146 ½ Front Street and 2 Mill Street.

As this structure is physically on Mill Street, the owner would like official notification made to eliminate any future address confusion.

These changes are consistent with the State of New Hampshire E911 recommended best practices. Per Town ordinance chapter 14, the Board of Selectmen must approve or reject this request. Once the Board of Selectmen have acted, I will notify the appropriate parties.

Thank you for your time,

Justin

DATE 3/8/2018

MAP 73 LOT 42


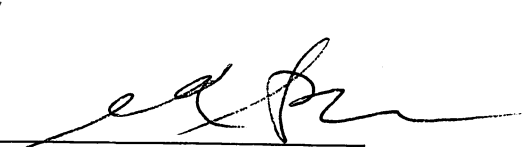
TOWN OF EXETER NH

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: Gregory + Erin Smith
MAILING ADDRESS 44 Drinkwater Rd. Exeter
LOCATION OF PROPERTY: 146 1/2 Front Street

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: 146 1/2 Front St

TO: 2 Mill Street Unit A FOR EMERGENCY RESPONDERS TO EASILY LOCATE THE
2 Mill Street Unit B
PROPERTY.

Signature of property owner(s):  / 

Board of Selectmen: Approval Rejected

Explanation: 146 1/2 Front St is on Mill Street. Owners and
tenants are having trouble w/ the USPS as they have the
address as 146 1/2 front; some utilities have 2 Mill Street.
this will standardize addressing for this structure.

Date recommended by E911 3/8/2018

Date adopted by Board of Selectmen / /

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Good-Bye and Hello

Many local officials completed their terms of office last week. We thank all of you for the time and energy you have devoted to public service, including your work on behalf of NHMA. For those who have never served in local government, it is difficult to appreciate how much work and time are involved, and how thankless the task can be. We hope you will enjoy your time off.

Meanwhile, we enthusiastically welcome all of the new officials. We look forward to working with you in the coming years. Please be sure to let us know the e-mail addresses of the new officials in your town who should receive the *Legislative Bulletin*, so we can provide them with the latest legislative news. You can e-mail address changes to governmentaffairs@nhmunicipal.org. (Please also go into Member Directory Updates in the Member Toolbox section on NHMA's website to update all elected and appointed local officials and employees.)

Some who are new to local government may not fully appreciate the extent to which state legislation affects what happens at the local level—but you will learn quickly. We hope you will read the *Legislative Bulletin*, get to know your legislators, think about what you can do to influence state policy, and let us know when you have questions or ideas.

Interest on Delinquent Taxes

As we explained on page 6 in *Bulletin #10*, **HB 1673** lowers the interest rates assessed on delinquent property taxes from 12% pre-lien and 18% post-lien to the rate established annually by the Department of Revenue Administration under RSA 21-J :28, II, currently 6%. A hearing on **HB 1673** is scheduled in the Senate Ways and Means Committee at **10:15 a.m. on Wednesday, March 21 in State House Room 100**. Please let Senators on the Ways and Means Committee know the importance of the incentive that the higher interest rates provide to ensuring property tax payments are a priority and the effects that higher tax delinquencies will have on municipal finances such as credit rating implications and the cost of future borrowing.

Bulletin 13, 2018 Session
March 16, 2018

INSIDE THIS ISSUE

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GOVERNMENT AFFAIRS CONTACT INFORMATION

Judy A. Silva, Executive Director

Cordell A. Johnston, Government
Affairs Counsel

Barbara T. Reid, Government
Finance Advisor

Timothy W. Fortier, Communica-
tions & Member Services Coordina-
tor



25 Triangle Park Drive
Concord NH 03301
Tel: 603.224.7447
governmentaffairs@nhmunicipal.org
Website: www.nhmunicipal.org

One More RTK Bill

As discussed below, the House and Senate passed (or not) several bills this week amending the Right-to-Know Law. One bill remains for next week. That is **HB 1347**, which requires that meeting minutes of public bodies record “the names of the members who made or seconded each motion and the substance, in brief, of comments made during deliberations.” As we noted in last week's Bulletin (page 8), the primary effect of this would be to make more work for public bodies.

This is the bill that also requires that the minutes record “all pertinent details necessary to enact or implement a motion.” As we have stated before, we have no idea what this means, and would not know what to advise public bodies on how to comply with it.

HB 1347 was scheduled for action in the House this week, but was special ordered with a number of other bills to next **Wednesday, March 21**. The House Judiciary Committee recommended the bill as Ought to Pass by a slim 8-7 margin. ***Please encourage your representatives to vote down the committee recommendation and then vote to kill HB 1347.***

Motor Vehicle Registration Bills

HB 1763 Road Usage Fee

On Wednesday the House Finance Committee recommended ought to pass by a vote of 22 to 4 on **HB 1763, an NHMA policy bill**, which establishes a road usage fee as part of the annual registration of passenger vehicles. This fee will help counter the effect from higher mileage vehicles using less gasoline, which in turn provides less money from the road toll (also known as the gas tax) to the state highway fund. Less money in the highway fund means less money for the highway block grants that are distributed annually to municipalities. **HB 1763** would provide approximately \$21 million in additional revenue for the maintenance of roads and bridges, of which 12% (\$2.5 million) would go to municipalities as additional highway block grant funding.

The annual fees under **HB 1763** would range from \$0 for vehicles averaging less than 20 miles per gallon (MPG) up to \$111 for vehicles such as electric vehicles that use no gasoline and therefore pay no gas tax. The US Environmental Protection Agency's MPG data system would be linked to the Department of Safety's vehicle identification number (VIN) data system for easy determination of the average MPG, with this road usage fee added to the registration amount paid to the state. This fee would not apply to vehicles that are model year 1983 or older, commercial vehicles, or motorcycles.

As vehicles become more efficient, the trend will be to use less gasoline, resulting in less gas tax revenue for the highway fund. At the same time the need and cost of maintaining state and local roads and bridges will continue to grow. ***Please urge your representatives to support the Finance Committee recommendation of Ought to Pass and vote yes on HB 1763.***

HB 579 Registration of Semi-Trailers

On Wednesday the House Finance Committee recommended Inexpedient to Legislate by a vote of 22-2 on **HB 579**, dealing with discounted multi-year registrations for out-of-state semi-trailers. Versions of this bill have been introduced in every legislative session since 2015, failing each year for good reasons. **HB 579** encourages out-of-state residents to violate their own state motor vehicle laws by registering semi-trailers in New Hampshire and disadvantages in-state residents who

(Semi-Trailers— Continued from Page 2)

will pay much higher registration fees. Therefore, the bill sets up an incentive for in-state residents to claim out-of-state residency to take advantage of the multi-year discounted registrations, and more importantly to avoid paying the municipal portion of the registration fee. The Department of Safety has consistently opposed this out-of-state registration program and would need a \$500,000 appropriation to implement the program, while the amount of revenue to be generated is indeterminable and highly questionable.

The loss of semi-trailer registration revenue is a concern in many municipalities because Maine has established and expanded an out-of-state registration program similar to that proposed in **HB 579**, siphoning motor vehicle revenue from New Hampshire and many other states. However, for a variety of reasons too lengthy and technical to explain here, but well summarized in the position paper provided by the New Hampshire City and Town Clerks Association, **HB 579** is not the appropriate response. *Please urge your Representatives to concur with the House Finance Committee recommendation and vote yes on the ITL motion to kill HB 579.*

Utility Valuation

The issue of utility valuation has been in limbo now for a couple of weeks. If you're getting tired of reading about it, imagine how tired we are of writing about it. (At least you can skip it if you want—but please don't!)

Here is where we are. **HB 1381** is the bill that, with a committee amendment, would establish a valuation formula for utility distribution assets. NHMA was opposing that amendment and supporting a floor amendment. However, we have been assured by a number of reliable sources that there will be a leadership-supported motion to table the bill when it comes to the floor. We ask representatives to support that motion. The bill was scheduled for floor action this week, but because the House did not get through its calendar, it will be taken up next **Wednesday, March 21**.

Meanwhile, the Ways and Means Committee has recommended an amendment to **HB 324**, the bill that creates a commission to study utility valuation. The amendment changes the membership of the commission slightly and states that the commission should be “guided by the principles and recommendations unanimously adopted by the assessing standards board on February 16, 2018.” To make a long story short, we think this is acceptable, if not perfect. The amendment also eliminates the moratorium on a municipality's changing its valuation methodology, and that is good.

HB 324 will go to the House floor on **Wednesday or Thursday, March 21 or 22**. We encourage representatives to support the committee recommendation of Ought to Pass with Amendment.

Default Budget Bills

On page 10 in last week's *Bulletin* we described three bills dealing with the determination of the default budget in official ballot referendum (SB 2) towns and school districts. As we previously reported, **HB 1307** passed the House last week. On Thursday of this week, the Senate adopted a floor amendment to **SB 342**. The floor amendment adds to the changes already proposed in **SB 342** by requiring that the default budget be reduced by the amount of any salaries eliminated from the previous year's operating budget. Senators opposed to the floor amendment argued that the dollars associated with eliminated staff positions may need to be reallocated to provide the services

(Default Budget— Continued from Page 3)

by someone other than a staff person. For example, elimination of a public works position in exchange for contracted services. Despite this reasonable argument, both the floor amendment and the bill as amended passed the Senate by a vote of 14-10 along party lines.

We will keep you posted as these bills move forward. In the meantime, please talk to your legislators about your concerns.

PTSD Presumption

The Senate voted yesterday on **SB 553**, the bill that, as introduced, would have provided workers' compensation coverage for post-traumatic stress disorder in police, firefighters, and ambulance workers, and would have created a presumption that PTSD in those workers was work-related. NHMA opposed the bill because of the costs it would impose on municipal employers.

The committee recommendation was to refer the bill for interim study, but the Senate instead adopted a floor amendment that eliminates the bill's original language and creates a commission "to study the incidence of post-traumatic stress disorder in first responders and whether such disorder should be covered under workers' compensation." That is certainly an acceptable result. The commission would include representatives from many interested groups, including NHMA. The Senate passed the bill as amended, and it now goes to the House.

Costly Retirement Bill Tabled

On Thursday by a voice vote, the House tabled **HB 1757**, dealing with the computation of pension benefits for Group I members of the New Hampshire Retirement System (NHRS). As explained in last week's *Bulletin*, **HB 1757** creates a "retirement bonus" to compensate for a change in the pension computation. The bill raised many questions regarding the cost to NHRS employers as well as other technical and legal issues. Thank you to those municipal officials who let their representatives know of the serious concerns with **HB 1757**.

Action on RTK Bills

The House and the Senate took action on a slew of Right-to-Know Law bills this week.

Records of exempt "convenings." The House narrowly (168-161) passed **HB 1579**, which would require a public body to keep records of any "convening" of a quorum of the public body that is otherwise exempt from RSA 91-A's public meeting requirements, including strategy or negotiating sessions with respect to collective bargaining and consultations with legal counsel. Minutes would not be required, but the public body would be required to record "names of members, persons appearing before the public bod[y], meeting places, and beginning and ending dates and times."

The bill now goes to the Senate, where NHMA will continue to oppose it.

Limit on copying costs. The House also passed **HB 1788**, which, as amended, limits a public body or agency to charging "10 cents per page" for providing a copy of a record under the Right-to-Know Law. The bill as introduced would have limited the charge to "the prevailing commercial

(RTK Bills— Continued from Page 4)

rate.” NHMA opposed that because it would, of course, be impossible to establish a “prevailing commercial rate.” Unfortunately, with so many bills to keep track of this year, we could not stay on top of this one, and only discovered the amendment this week.

Although a flat rate is easier to understand, there are a couple of problems. First, ten cents per page seems low, although this should gradually lose its relevance as more electronic copies and fewer paper copies are produced. But that leads to the second problem. By eliminating the ability to charge “the actual cost of providing the copy” and instead allowing only a per-page charge, it fails to account for any copies that are made on some medium other than paper, such as an audio tape, a CD, or a thumb drive. Does this mean that if a 1,000-page document is copied onto a thumb drive, a town can charge \$100? That probably was not the intent.

This bill also will need work in the Senate.

Charging for electronic records still permitted. In one bit of good news, the House killed **HB 1789**, which provided that no cost could be charged for delivery of records in electronic format.

Access to records. The Senate passed **SB 395**, dealing with access to records in general. As introduced, the bill would have greatly expanded the obligations of public bodies and agencies, requiring them to provide records in the format and on the medium requested, and requiring them to deliver records by e-mail upon request.

NHMA worked out a compromise with the bill’s supporters, but the committee did not accept that compromise and instead came up with its own amendment. Under the bill as passed, if a person requesting records is not able to appear at the public body or agency’s office to inspect and obtain copies of records, the public body or agency is required to make a reasonable effort to accommodate a request to provide the records in some other manner. This could include making them available at a different time or place, sending them electronically, or posting them on a website, “and shall be at no additional cost to the public body or agency.”

This is admittedly a pretty soft requirement, and for that reason the bill’s proponents were not happy with it. We can live with it, but we will see what happens when it gets to the House.

Right-to-Know Law ombudsman. Finally, the Senate passed **SB 555**, mentioned in last week’s Bulletin (page 9). The bill is now on its way to the House.

Agritourism and Housing Appeals

The Senate also passed **SB 412**, relative to agritourism, and **SB 557**, dealing with appeals from local land use board decisions involving housing. Both bills were discussed in last week’s Bulletin (beginning at page 8). We have significant concerns about the agritourism bill and minor concerns about the housing appeals bill. We will raise those in the House. Please contact your representatives if you have concerns, and let us know, as well.

HOUSE CALENDAR

TUESDAY, MARCH 20, 2018

CRIMINAL JUSTICE AND PUBLIC SAFETY, Room 204, LOB

10:00 a.m. SB 386, relative to access to criminal records.

HEALTH, HUMAN SERVICES AND ELDERLY AFFAIRS, Representatives Hall, SH

10:00 a.m. SB 313-FN, reforming New Hampshire's Medicaid and Premium Assistance Program, establishing the granite workforce pilot program, and relative to certain liquor funds.

JUDICIARY, Room 208, LOB

10:30 a.m. SB 387-FN, relative to liability of governmental units.

MUNICIPAL AND COUNTY GOVERNMENT, Room 301, LOB

1:30 p.m. SB 471, relative to the authority of municipalities to address potential natural threats.

RESOURCES, RECREATION AND DEVELOPMENT, Room 303, LOB **Please Note Room

10:00 a.m. SB 240-FN-L, relative to the monitoring and treatment of contaminated wells.

11:00 a.m. SB 444, relative to cutting timber near certain waters and public highways.

11:30 a.m. SB 172-FN, relative to non-menace dams.

SCIENCE, TECHNOLOGY AND ENERGY, Room 304, LOB

10:30 a.m. SB 321, relative to group host net energy metering.

WAYS AND MEANS, Room 202, LOB

10:30 a.m. SB 340, relative to the commissioner of revenue administration's assessment report.

TUESDAY, MARCH 27, 2018

EXECUTIVE DEPARTMENTS AND ADMINISTRATION, Room 306, LOB

10:00 a.m. SB 324-FN, allowing an optional retirement system allowance to include a subsequent remarriage of a divorced retiree.

MUNICIPAL AND COUNTY GOVERNMENT, Room 301, LOB

10:00 a.m. SB 339, relative to voting by zoning boards of adjustment.

10:20 a.m. SB 506, limiting amendments to warrant articles.

10:40 a.m. SB 505, requiring abutter notice of the construction of a crematory.

11:00 a.m. SB 341, relative to the veterans' property tax credit for service-connected disability.

11:20 a.m. SB 503, relative to increasing the maximum amount of the optional veterans' tax credit.

1:30 p.m. SB 504-FN, relative to sales of tax-deeded property.

1:50 p.m. SB 510, relative to municipal notice of leases on tax-exempt property.

2:15 p.m. SB 170, relative to the authority of towns to issue bonds for the expansion of broadband infrastructure.

WEDNESDAY, MARCH 28, 2018

LABOR, INDUSTRIAL AND REHABILITATIVE SERVICES, Room 307, LOB

11:00 a.m. SB 417, relative to days of rest for employees of recreation camps and youth skill camps.

11:20 a.m. SB 428, relative to the payment of weekly and biweekly wages.

SENATE CALENDAR

TUESDAY, MARCH 20, 2018

ENERGY AND NATURAL RESOURCES, Room 103, SH

9:30 a.m. **HB 1202-L**, relative to town revolving funds for group net metering.

WEDNESDAY, MARCH 21, 2018

EXECUTIVE DEPARTMENTS AND ADMINISTRATION, Room 101, LOB

9:15 a.m. **HB 1676-FN**, repealing the licensing requirement for open-air shows and repealing the laws related to the keeping of billiard tables.

9:45 a.m. **HB 1427-FN**, relative to membership in the retirement system for certain officials.

10:00 a.m. **HB 1823-FN**, relative to layered amortization of retirement system liabilities.

PUBLIC AND MUNICIPAL AFFAIRS, Room 102, LOB5

10:00 a.m. **HB 1303**, relative to the purposes of revolving funds in towns.

WAYS AND MEANS, Room 100, SH

9:45 a.m. **HB 1502**, adding the utility property tax exclusion for exempt water and air pollution control facilities to tax expenditure review.

10:15 a.m. **HB 1673-FN-L**, relative to the interest charged on late and delinquent property tax payments.

HOUSE FLOOR ACTION

Thursday, March 15, 2018

CACR 19, relating to right to govern. Providing that the people of the state may enact local laws that protect health, safety and welfare. **Inexpedient to Legislate.**

HB 1201, relative to an employee's earned but unused vacation time. **Passed with Amendment.**

HB 1222, relative to inquiries concerning salary history by prospective employers. **Inexpedient to Legislate.**

HB 1462-FN, relative to health and dental benefits under the workers' compensation law. **Inexpedient to Legislate.**

HB 1500-FN, relative to workplace violence, workplace injuries and death in the workplace. **Interim Study.**

HB 1563-LOCAL, relative to taxation of solar energy systems. **Inexpedient to Legislate.**

HB 1579-FN, requiring records to be kept for certain exempt convenings under the right-to-know law. **Passed.**

HB 1757-FN, relative to the reduction in the calculation of state retirement system annuities at age 65. **Tabled.**

HB 1772-FN, permitting online voting registration. **Inexpedient to Legislate.**

(House Floor Action— Continued from Page 7)

HB 1788-FN-LOCAL, relative to costs charged under the right-to-know law. **Passed with Amendment.**

HB 1789-FN-LOCAL, relative to costs of requests which are in electronic format under the right-to-know law. **Inexpedient to Legislate.**

HB 2018, relative to the state 10-year transportation improvement program. **Passed with Amendment.**

SENATE FLOOR ACTION

Wednesday, March 14, 2018

Thursday, March 15, 2018

SB 309-FN, relative to standards for perfluorochemicals in drinking water, ambient groundwater, and surface water. **Passed.**

SB 342, requiring written disclosure of certain default budget items during the deliberative session. **Passed with Amendment.**

SB 395, relative to access to electronic records under the right-to-know law. **Passed with Amendment.**

SB 403-L, relative to the exemption for recreational vehicles from property taxation. **Passed with Amendment.**

SB 405, enabling municipalities to adopt a separate exemption against the statewide property tax for certain long-term residents. **Tabled.**

SB 412, relative to agritourism. **Passed with Amendment.**

SB 446, relative to net energy metering limits for customer-generators. **Passed with Amendment.**

SB 450-FN-A, establishing an advisory commission for the department of environmental services relative to the delegation of authority of the National Pollutant Discharge Elimination System Program. **Passed with Amendment.**

SB 458, authorizing the purchase of retirement system creditable service by a certain surviving spouse. **Passed.**

SB 463-FN, establishing an architectural paint can recycling program. **Inexpedient to Legislate.**

SB 528-FN-L, relative to dam registration fees and relative to permit fees for constructing or reconstructing a dam. **Passed with Amendment.**

(Senate Floor Action — Continued from Page 8)

SB 529-FN, requiring the department of environmental services to conduct a study regarding the Baker River in the town of Warren and making an appropriation for such study. **Passed.**

SB 553-FN, relative to mental health parity for workers' compensation. **Passed with Amendment.**

SB 555-FN-A, establishing a citizens' right-to-know appeals commission and a right-to-know law ombudsman and making an appropriation therefor. **Passed with Amendment.**

SB 557-FN, establishing a board of housing development appeals. **Passed with Amendment.**

SB 592-FN-A, relative to the child welfare system. **Passed with Amendment; referred to F-S.**

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2018 **Upcoming NHMA Workshops and Webinars**

Apr. 4 NHMA Webinar—Legislative Half-Time

Apr. 9 2018 Local Officials Workshop—Grantham Town Hall

Apr. 11 NHMA Webinar—Nonpublic Sessions and the RTK Law

 Please register online through our website www.nhmunicipal.org. (Scroll
 down on left to Calendar of Events and click View the Full Calendar)

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