

**Exeter Board of Selectmen Meeting
Monday, June 16th, 2014, 5:45 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

1. Call Meeting to Order
2. Bid Openings
3. Public Comment
4. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
5. Adjournment

Work session/tour of Town Departments will follow regular business.

Julie Gilman, Chairwoman
Exeter Selectboard

Posted: 6/13/14 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



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

DATE: June 16, 2014
TO: Chief of Police
Town of Exeter, New Hampshire
SUBJECT: Warrant for Unlicensed Dogs

Pursuant to NH RSA 466:14, entitled "Warrants, Proceedings", you are hereby directed to proceed with the issuance of a civil forfeiture for EACH unlicensed dog or seize any unlicensed dog for holding in an appropriate holding facility for a period of seven (7) days, after which title to the dog shall pass to the said holding facility.

Pursuant to NH RSA 466:16, entitled "RETURNS", you have until July 30th to return this warrant with a statement as to the number of owners who received and paid the civil forfeiture, and the number of dogs who have been seized and held under the provisions of RSA 466:14, and the number of owners who have received summons to DISTRICT COURT for failure to pay the civil forfeiture pursuant to RSA 466:13, or to license the dog(s) pursuant to RSA 466:1. All fees collected shall be turned over to the Town Clerk for processing.

Signatures to the Warrant attest:

SELECTMEN FOR THE TOWN OF EXETER

Signed this _____ day of June, 2014

List for Selectmen's meeting June 16, 2014

Abatements

Map/Lot	Location	Refund
111/5/8	8 Green Gate CG	94.62
73/1	90 Front Street	Denial
115/31	"Fairpoint Communications"	Denial



HEALTH AND DEPUTY HEALTH OFFICER APPOINTMENT FORM

Application Information:

Health Officer (HO) New Appointment Renewal
 Deputy Health Officer (DHO) New Appointment Renewal

Please complete the form in its entirety. The information requested is vital to ensure the ability of the New Hampshire Division of Public Health Services (DPHS) to communicate with Health and Deputy Health Officers during local or statewide emergencies. Please note that appointment terms are three years and that Deputy Health Officer terms will run concurrently from the date of the Health Officer DPHS appointment.

Town Information

Town: Exeter
 County: Rockingham
 Town Manager/Administrator Name: Russell Dean
 Email: rdean@exeter-nh.gov

Health Officer/Deputy Health Officer Information

Name: Judy Jarvis
 Date of Birth: _____
 Home Mailing Address: 20 Court ST
Exeter, NH 03833
 Daytime Phone: 603-773-6132
 Cell Phone: _____
 Night time Phone (emergency only): 772-1212
 Fax: 603-773-6128
 Primary Email: jj Jarvis@exeter-nh.gov
 Preferred Mailing Address: Municipal Office Home

Board of Selectmen Information

Mailing Address: 10 Front ST
 City/State/Zip: Exeter, NH 03833
 Phone: 603-778-0591
 Fax: 603-772-4709
 Email: _____

If the Board of Selectmen (BOS) is serving as Health Officer, under BOS above, please identify one (1) person to serve as the contact with DPHS. Also, please list that person's home mailing address and day/evening phone numbers as requested.

This information is private and will not be released to, or shared with outside entities

Occupation-Check One

- MD
- PA
- Nurse/NP
- Other Health Professional
- EMT/Paramedic
- Code Enforcement/Building Inspector
- Town Administrator/Manager
- Town Welfare Officer
- Member - Board of Selectmen
- Police
- Fire
- Licensed Septic System Design/Installer
- Other

Position Type - Check One

- Full time municipal employee as HO/DHO only
- Full time municipal employee with other responsibilities
- Per Diem
- Volunteer
- Part-time as HO/DHO only

Education Level - Check One

- High School/GED
- Associates Degree
- Bachelors Degree
- Masters Degree
- JD
- Other Doctoral Degree

Does the municipality indemnify the HO? Yes No

Salary to carry out HO responsibilities: \$ _____

Board of Selectmen Signatures:
(not required for Deputy Health Officer)

Deputy/Health Officer's Signature: _____
 Date: _____

RETURN COMPLETE FORM TO:

Jessica Morton
 Division of Public Health Services
 Bureau of Health Protection
 29 Hazen Drive /Concord, NH 03301-6504
 FAX: 271-3991 / EMAIL: Jessica.Morton@dhhs.state.nh.us

For State Office Use Only

Appointment Date: _____ Expiration Date: _____ New appt. (N) or Re-appt. (R)

MEMORANDUM OF AGREEMENT

BETWEEN THE

**NEW HAMPSHIRE DIVISION OF PUBLIC HEALTH SERVICES
DEPARTMENT OF HEALTH AND HUMAN SERVICES**

AND THE

TOWN OF EXETER, NEW HAMPSHIRE

NH RSA 147:1 II states “health officers of towns may make regulations relative to the sanitary and health conditions for issuing a license to restaurants or other food service establishments operating within the town limits, subject to the approval of the Commissioner, Department of Health and Human Services.” NH RSA 143-A:5 II also states, all food service establishments and retail food stores licensed by town health officers under NH RSA 147:1 II are exempt from licensure by the Department of Health and Human Services.

The purposes of this Memorandum of Agreement between the NH Department of Health and Human Services and those towns licensing food service establishments in their jurisdiction are to insure that:

- All food service establishments in New Hampshire are licensed to operate and are operating in accordance with NH law and proper food sanitation and public health practices; and
- All local health officials are trained in inspection procedures necessary to maintain good sanitary food practices.
- By signing this Agreement, the Town agrees that it is not acting as an agent on behalf of the State of New Hampshire for the purpose of coverage under NH RSA 99-D. The Town agrees that it alone is responsible for providing for its local health officials under NH RSA 31:104-108. The Town agrees to defend, indemnify and hold harmless the State, its officers and employees, from and against any and all claims, and liabilities asserted against the State, its officers and employees, or on behalf of any person, arising out of (or which may be claimed to arise out of) the negligent acts or omissions of the Town. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this Agreement.

For the purposes of this MOA, the Town of Exeter and the NH Department of Health and Human Services agree to the following:

Town of Exeter

The Town of Exeter agrees to:

- A. Inspect and license all food service establishments and retail food stores doing business in the town of Exeter, in accordance with NH RSA 147:1 II.**
- B. Adopt the following sections of Administrative Rule He-P 2300, the New Hampshire Rules for the Sanitary Production and Distribution of Food:**
 - a. He-P2301.1 Definitions**
 - b. He-P 2303.01: Incorporation of the 2009 Food Code**
 - c. He-P 2304.06 Water System Requirements**
 - d. He-P 2304.07 Wastewater System Requirements**
 - e. He-P 2304.12: Submission of Plans and Specifications for New or Remodeled Food Establishments**
 - f. He-P 2304.13: Hazard Analysis and Critical Control Point (HACCP) Plan Requirements**
 - g. He-P 2304.14: Variances**
 - h. He-P 2305 Inspections and Compliance, including He-P 2305.01 (a)-(h) and He-P 2305.02 and He-P 2305.03**
 - i. He-P 2306.06 Closure**
 - j. He-P2307 Employee Health**
 - k. He-P 2308 Special Requirements for Bed and Breakfast facilities**
 - l. He-P 2309 Special Requirements for Food Processing Plants**
- C. License all food service establishments and retail food stores doing business in the town of Exeter, in accordance with the provisions of He-P 2300 cited in B above.**
- D. Establish a compliance and enforcement process for non-compliant licensees**
- E. Require the health officer/deputy health officer who conducts food service inspections in the town of Exeter to receive training from the Department of Health and Human Services in inspection techniques and be certified in one of the food manager certification programs accredited by the American National Standards Institute (ANSI-Conference for Food Protection (CFP) accreditation program**
- F. Conduct a minimum of two routine inspections of each food service establishment or retail food store during each calendar year, and follow-up inspections, as needed, to insure compliance with regulations.**
- G. Maintain license and inspection records for each food service establishment and retail food store.**
- H. In order to create a more cohesive and comprehensive surveillance system, submit copies of any foodborne illness complaints the town of Exeter receives to the DHHS Food Protection Section.**

These reports are to be submitted on a weekly basis using the attached Incident Report Form. If a complaint is indicative of a potential foodborne disease outbreak or a potential terrorist event, the DHHS Disease Surveillance Section should be contacted by phone at 271-4596.

- I. Submit to the DHHS Food Protection Section by January 1 of each year, statistics to include the number of licensed food service establishments and retail food stores in the town of Exeter and number of inspections conducted in the previous calendar year.
- J. Submit on an annual basis, copies of town regulations pertaining to the licensure and inspection of food service establishments.
- K. Attend 1 to 2 training meetings sponsored by the DHHS Food Protection Section each year.
- L. Contact the DHHS Food Protection Section for additional onsite training and/or technical assistance.

New Hampshire Department of Health and Human Services

The NH Department of Health and Human Services Food Protection Section agrees to:

- A. Exempt from licensure, in accordance with NH RSA 143-A:5 II, all food service establishments and retail food stores licensed by the Town of Exeter.
- B. Provide onsite training and technical assistance to the health officer and food inspectors in the Town of Exeter a minimum of four times per year.
- C. Provide one to two training meetings for the self-inspecting towns each year.

Termination/Amendments

- A. This agreement shall remain in effect for three (3) years from the date of approval by both parties and may be extended upon written agreement of the parties. If the agreement is not timely extended it shall remain in effect unless either party notifies the other in writing that they choose not to extend it.
- B. In the event that this agreement is discontinued prior to the 3 year expiration date set forth in A above, the Department of Health and Human Services shall assume all responsibilities for licensure of food service establishments in the Town of Exeter.

C. In the event of an early termination of the Memorandum of Agreement by either party the terminating party shall provide, in writing, 90 days notice prior to termination.

D. Any amendments to this Memorandum of Agreement shall be in writing and received and agreed to by all parties of this Memorandum of Agreement.

For the Town of Exeter

For the NH Department of Health and Human Services
Division of Public Health Services
Food Protection Section

Date _____

Date _____

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DEPARTMENT OF HEALTH AND HUMAN SERVICES**

AND THE

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 - f. He-P 2304.13: Hazard Analysis and Critical Control Point (HACCP) Plan Requirements
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 - i. He-P 2306.06 Closure
 - j. He-P2307 Employee Health
 - k. He-P 2308 Special Requirements for Bed and Breakfast facilities
 - l. He-P 2309 Special Requirements for Food Processing Plants
 - m. He-P 2310 Homestead Food Operations Exempt from Licensure and Inspection(~~delete-Exeter licenses both levels~~)
 - n. He-P 2311 Non-exempt Homestead Food Operations(~~delete~~)
- C. License all food service establishments and retail food stores doing business in the town of Exeter, in accordance with the provisions of He-P 2300 cited in B above.
- D. Establish a compliance and enforcement process for non-compliant licensees
- E. Require all food service inspectors(change to :Require the health officer) who conduct food service inspections in the town of Exeter to receive training from the Department of Health and Human Services in inspection techniques and be certified in one of the food manager certification programs

accredited by the American National Standards Institute (ANSI-Conference for Food Protection (CFP) accreditation program

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For the Town of Exeter

**For the NH Department of Health and Human Services
Division of Public Health Services
Food Protection Section**

Date _____

Date _____



EXETER FIRE DEPARTMENT

20 COURT STREET, EXETER, NH 03833-2716

Tel 603.773.6131

Fax 603.773.6128

BRIAN D. COMEAU, CHIEF OF DEPARTMENT

June 9, 2014

Kevin Smart Maintenance Superintendent

Re: Town Office Electrical System

Dear Mr. Smart,

A meeting and inspection of the Exeter Town Office Electrical system was conducted on June 5, 2014 to discuss the Town Office electrical distribution service. After speaking with staff Master Electrician Ron Wheeler and looking at the current conditions it has been determined that the Exeter Town Office Building is in violation of the following State of New Hampshire Fire Codes.

N.F.P.A. 1

4.1.3.2.1 Safety during Building Use: The safety during building use goal of this code shall be to provide an environment for the occupants of the building that is reasonably safe during the normal use of the building.

4.1.4.2.1 Prevention of Ignition ; The facility shall be designed, constructed, maintained and operations associated with the facility shall be conducted, to prevent unintentional explosions and fires that result in failure of or damage to adjacent compartments, emergency life safety systems, adjacent properties, adjacent outside storage and the facility's structural elements.

11.1 Electrical Fire Safety: 11.1.2; All electrical appliances, fixtures equipment, or wiring shall be installed and maintained in accordance with NFPA 70, National Electric Code.

On receipt of this letter you have thirty (30) days to submit a plan of correction that is acceptable to the Exeter Fire Department. If you have any questions please feel free to contact me.

Sincerely

Ken Berkenbush

Assistant Fire Chief

Cc: Chief Comeau, Russ Dean Town Manager, Jen Perry DPW Director, File

A Tradition of Service



**Richie McFarland
Children's Center**

Building Brighter Futures for Children
and their Families

May 27, 2014

Board of Selectmen
Town of Exeter
Attn: Russell Dean, Town Manager
10 Front Street
Exeter, NH 03833

Dear Mr. Dean and Board of Selectmen,

Please extend our sincerest thanks to the residents of Exeter and the town officials for approving \$9,000.00 per our Social Service Funding Request. On behalf of the families we served in your town last year, we truly appreciate your support and quarterly installment of \$2,250.00 (Check #00024610).

Thank you for your commitment to the youngest residents of Exeter and your part in helping families have access to early intervention services through the Richie McFarland Children's Center. This investment makes a significant difference in our ability to help children enter school ready to learn.

Please do not hesitate to contact me if you have any questions or concerns. I can be reached at 603-778-8193.

Sincerely,

Peggy Small-Porter
Executive Director

Town Manager's Office

MAY 28 2014

Received



May 29, 2014

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

Re: Miscellaneous Changes

Dear Chairman and Members of the Board:

I am writing to inform you that effective August 1, 2014, due to increased operational costs, the following changes will occur:

- Field Collection Charge for the collection of past due balances or unreturned equipment will increase from \$20.00 to \$25.00 per occurrence.
- Returned Payment Charge will increase from \$20.00 to \$25.00 per occurrence.

Please be advised customers are receiving notification of these changes in advance via bill message.

Please do not hesitate to contact me at 603.334.3603 should you have any questions.

Sincerely,

Jay Somers

Jay Somers, Sr. Manager
Government & Regulatory Affairs

Town Manager's Office

JUN 04 2014

Received

KELLY A. AYOTTE
NEW HAMPSHIRE

COMMITTEES:

ARMED SERVICES

COMMERCE

HOMELAND SECURITY &
GOVERNMENTAL AFFAIRS

BUDGET

AGING

United States Senate

WASHINGTON, DC 20510

(202) 224-3324

144 RUSSELL BUILDING
WASHINGTON, DC 20510

1200 ELM STREET, SUITE 2
MANCHESTER, NH 03101

144 MAIN STREET
NASHUA, NH 03060

14 MANCHESTER SQUARE, SUITE 140
PORTSMOUTH, NH 03801

19 PLEASANT STREET, SUITE 13B
BERLIN, NH 03570

June 2, 2014

Ms. Julie Gilman
Chairwoman; Board of Selectmen
Town of Exeter
10 Front St
Exeter, NH 03833-2754

Dear Ms. Gilman:

Thank you for forwarding me a copy of the Town of Exeter's warrant article calling on Congress to move forward a Constitutional Amendment that guarantees the right of elected representatives of the American people to safeguard elections through authority to regulate political spending, and clarify that protections afforded to citizens by the Constitution of the United States apply only to natural persons and not corporations. Further, that Congress should institute full, effective and immediate electronic disclosure of all election-related spending by any individual, group, corporation, party, or institution, provide for fair, nonpartisan and vigorous enforcement of existing campaign laws and regulations by federal and state agencies, enact an absolute ban on campaign contributions by foreign governments, foreign agencies, foreign corporations or their subsidiaries and employees in the U.S., and enact legislation that would cut down the influence of big bankroll donors by multiplying the power of small donations through the use of vouchers, tax credits, and matching public funds.

As you may know, there were numerous proposals in the 112th Congress to amend the United States Constitution to explicitly prohibit corporations from making political contributions. In the 113th Congress, on January 22, 2013, Representative James McGovern (D-MA) introduced H.J.Res. 21, which would amend the Constitution to stipulate that the words "people," "person," or "citizen" do not include corporations, limited liability companies, or other corporate entities.

In *Citizens United v. Federal Election Commission*, 130 S.Ct. 876 (2010), the U.S. Supreme Court held that corporate funding of independent political broadcasts in candidate elections cannot be limited under the First Amendment. The Court held unconstitutional a provision of the McCain-Feingold Act (Public Law 107-155) that prohibited all corporations (including nonprofit corporations) and unions from broadcasting "electioneering communications." Electioneering communications were defined in McCain-Feingold as broadcast, cable, or satellite communications that mentioned a candidate within 60 days of a general election or 30 days of a primary.

Electioneering communications is further defined by the Federal Election Commission's regulations as a communication that "can be received by 50,000 or more persons in a State where a primary election...is being held within 30 days." The Court upheld requirements that sponsors provide disclaimer and disclosure information in their advertisements.

I will keep the warrant article adopted by the voters of Exeter in mind as I consider proposals before the United States Senate for advancing constitutional amendments which address campaign finance regulation, the application of the First Amendment to corporations, and the other objectives identified in the warrant article.

Thank you again for forwarding the Town of Exeter's resolution.

Sincerely,

A handwritten signature in black ink that reads "Kelly". The signature is written in a cursive, flowing style.

Kelly A. Ayotte
U. S. Senator

KAA/bf



Town of Exeter
Boards, Commissions & Committees
Appointment Application

Committee Selection:

1st Choice: Heritage Commission 2nd Choice: None

Name: Faith G Flythe

Address: 76 Washington St., Exeter

Email: wonnegflythe@comcast.net

Phone: 778-7432 Cell: _____

Please describe your interest in serving on this committee.

I have always had an interest in history. Promoting and maintaining the historical aspects of Exeter is an important activity. In addition, I hope to learn a great deal about Exeter's past.

Please provide any background information that would be of interest to the Board when considering your application, including previous committee service or other relevant experience. (resume can be attached)

I am a retired community college professor. As such, I taught cultural anthropology & sociology. A comprehensive understanding of a topic is important & I would bring this perspective to my view of Exeter.

Are you aware of any conflicts that could arise affecting your service on this committee?

None. I have a fairly open schedule

Are you aware of the meeting schedule and able to commit to attending regularly?

YES

NO

After submitting this application for appointment to the Town Manager:

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

Signature: Faith G. Flythe Date: June 13, 2014

Please submit to: Town Manager, Town of Exeter 10 Front Street Exeter, NH 03833

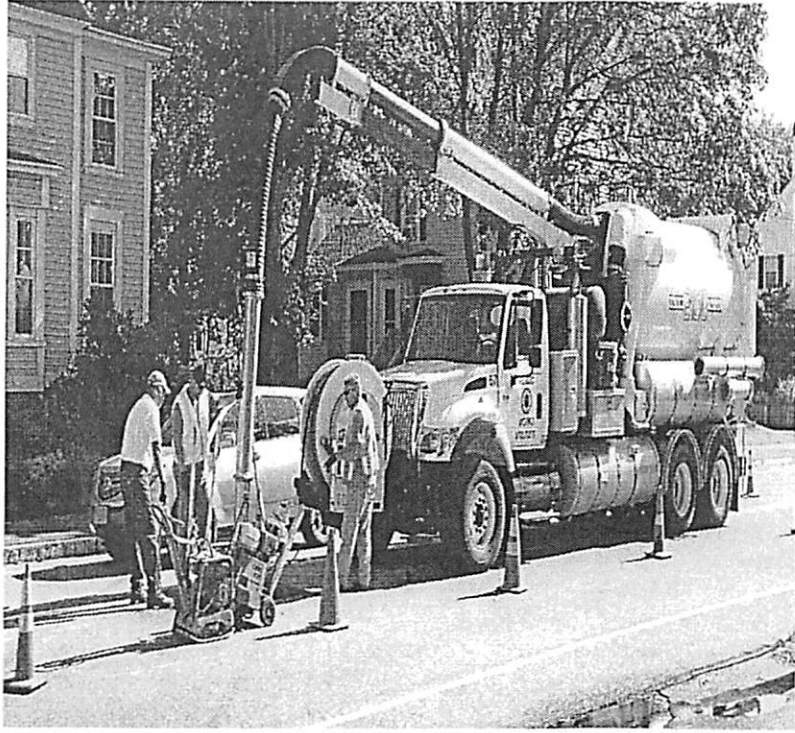
Legal Notice
For Sale-Used Equipment

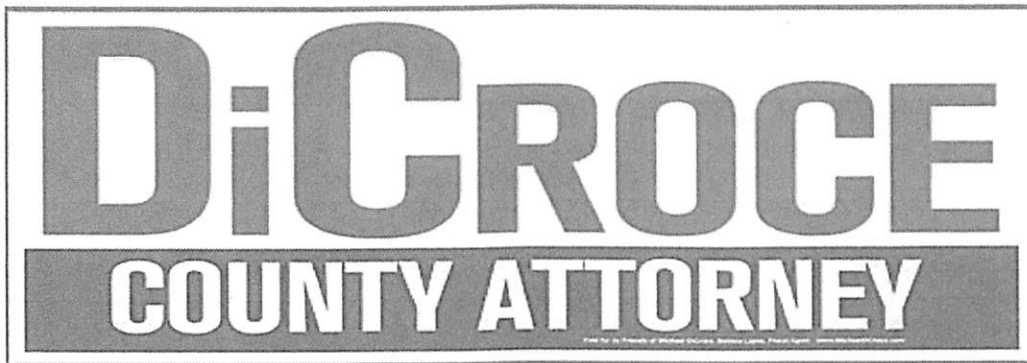
The following used equipment is being sold and may be viewed at the Public Works Facility, 13 Newfields Road Exeter, New Hampshire 03833 between the hours of 7:00 AM - 3:00 PM, Monday through Friday. Call 773-6157 for appointment.

2004 Vactor Jet-Rodder Drain Cleaning Truck on International 7400 Chassis

Vehicle mileage 22,145, engine hours 5,051, spare cyclone separator, operation/Parts/Service manual

Please mark outside of sealed envelope with specific description of equipment being bid. Sealed bids will be accepted until 4:00 p.m. on Monday, June 30, 2014 at the Office of the Exeter Town Manager, 10 Front Street, Exeter, NH, 03833 and Bids will be publicly opened. Following a review of all bids by the Public Works Director, a recommendation will be sent to the Board of Selectmen. This judgment shall be final and the right is reserved by the Town, through the Board of Selectmen, to reject any or all bids as determined where the best interest of the Town would be served. All equipment must be removed from the DPW facility by July 30, 2014. Payment other than cash or bank certified check will be held up to seven days, or until cleared, before releasing equipment. Certificate of Liability shall be required with payment to remove the vehicle from the Public Works site. Minimum bid amount is \$55,000.00.





Board of Selectmen
10 Front Street
Exeter, NH 03833

Re: Rockingham County Attorney's Position

Honorable Selectmen:

I am writing to ask permission to speak at one of your selectmen meetings for the purpose of introducing myself and explain why I am seek the position of Rockingham County Attorney.

I am a career prosecutor. I have been a prosecutor in New Hampshire, mostly in Rockingham County, for the past 23 years. I began my career in the Rockingham County Attorney's Office in 1991. I left the office in 1997. I continued to be a prosecutor working directly for the police departments here in Rockingham County from 1997 until today. I currently prosecute for the following police departments; Chester, Candia, Greenland, Newfields, Newmarket, Nottingham and Northwood. In my current position, I am both the manager of Di Croce Prosecution Services and the chief prosecutor.

Thank you for your consideration of my request and I look forward to your response to my request.

Sincerely,

Michael Di Croce
39 Reddington Lane
Hampton, NH 03842
603-851-0921

Paid for by Friends of Michael DiCroce, Fiscal Agent Melissa Lajoie.

Town Manager's Office

JUN 11 2014

Received



TOWN OF EXETER,

10 FRONT STREET • EXETER, NH • 038:

www.exeternh.gov

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT
OF THE RETURN ADDRESS, FOLD AT DOTTED LINE

CERTIFIED MAIL™



7013 2630 0002 3964 7696

LEGAL NOTICE EXETER PLANNING BOARD AGENDA

The Exeter Planning Board will meet on Thursday, June 26th, 2014 at 7:00 P.M. in the Nowak Room of the Exeter Town Office Building, 10 Front Street, Exeter, to consider the following:

NEW BUSINESS: PUBLIC HEARINGS

A public hearing on the request by Holding Court, LLC for an extension of a previously approved site plan for the proposed development of a tennis facility and associated site improvements to be located at 19 Continental Drive. A request for a waiver from Section 6.9.3 of the Board's Site Plan and Subdivision Regulations is also being sought to permit the aforementioned extension. The subject property is located in the CT-1, Corporate Technology-1 Park zoning district. Tax Map Parcel #46-7. Case #2906.

An update on the status of the conditional approval granted to the Southern District YMCA/Camp Lincoln for the proposed construction of a community facility, parking and associated site improvements to be located at 56 Linden Street. The subject property is in the R-2, Single Family Residential zoning district. Tax Map Parcel #82-13. Case #21202.

The application of Thomas D. Brouillette for a lot line adjustment of the common boundary line between properties located at 84 Court Street and 86 Court Street. The subject properties are located in the R-2, Single Family Residential zoning district. Tax Map Parcels #83-9 and #83-10. Case #21410.

A request by John Turner Consulting, Inc. (on behalf of Great Bay Kids Company) for a preliminary conceptual review of a proposal for a new childcare facility with associated parking and site improvements to be constructed on the property located at 64-70 Epping Road. The subject property is located in the C-2, Highway Commercial zoning district. Tax Map Parcel #62-112. Case #21411

OTHER BUSINESS

Ken Knowles, Chairman
Exeter Planning Board

Please be advised that you have received this notice, as you are an abutter to one of the above applications being considered by the Planning Board. If you have any questions, please contact the Planning & Building Department at (603) 778-0591, x 112. This meeting will also be televised on EXTV Channel 22 at 7:00 PM and at various times following the meeting.

Exeter Farms Homeowners Association
P.O. Box 541
Exeter, NH 03833-0541

Exeter Farms Homeowners' Association, Corporation

June 11, 2014

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

Dear Mr. Dean:

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

This letter is to inform the Town of Exeter of the recent changes to the Exeter Farms Homeowners' Association (EFHA) Board of Directors and Officers. BOD members and Officers will serve through April 2015.

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

EFHA BOARD OF DIRECTORS 2014-2015

Kurt Virkaitis, President
Bob Bilharz, Vice President
Joseph Stagnone, Secretary
Erin Anderson, Treasurer
Robert Kizik, Director
Bob Beal, Director
Matthew Rigatti, Director

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

Sincerely,



Kurt Virkaitis, President
Exeter Farms Homeowners' Association

Town Manager's Office

JUN 13 2014

Received



NEW HAMPSHIRE MUNICIPAL BOND BANK

June 12, 2014

Ms. Doreen Ravell
Finance Director
Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Doreen:

Another successful bond sale was held on June 11, 2014.

The True Interest Cost (TIC) for your 10 year \$2,965,000 loan is approximately 2.30%

Please fax or mail the enclosed wire confirmation form to the Bond Bank by July 7, 2014. The Bond and other certificates you receive from your Bond Counsel must be returned directly to them by June 27, 2014, as closing is scheduled for July 17, 2014.

If you have any questions or comments, please call me at 271-2595 or toll-free at (800) 393-6422.

Sincerely,

A handwritten signature in black ink that reads 'Tammy St. Gelais'.

Tammy J. St. Gelais
Assistant Director



Town of Exeter
 10 Front Street
 Exeter, NH 03833
 603-778-0591 Fax: 603-772-4709

DRAFT

Application for Restoration of Involuntarily Merged Lots
 Pursuant to RSA 674:39-aa

Property Location/Address _____
Existing Tax map Number (Map-Block-Lot) _____
Property Owner(s) _____ Phone _____
Property Owner(s) _____ Phone _____
Property Owner Mailing Address _____
Property Owner Email _____
Agent (If different from Property Owner) _____
Agent Phone _____ Agent Email _____
Agent Mailing Address _____

Instructions & general information for submitting Application:

In accordance with NH RSA 674:39-aa, any owner of lots merged by municipal action for zoning, assessing or taxation purposes prior to September 18, 2010 and without the consent of the owner may request that the lots be restored to their pre-merger status and all zoning and tax maps shall be updated to identify the pre-merger boundaries of said lots or parcels as recorded at the Rockingham County Registry of Deeds, provided:

- a. The request is submitted to the Exeter Board of Selectmen prior to December 31, 2016.
- b. No owner in the chain of title voluntarily merged his or her lots. If any owner in the chain of title voluntarily merged his or her lots, then all subsequent owners shall be stopped from requesting restoration. The municipality shall have the burden of proof to show that any previous owner voluntarily merged his or her lots.
- c. All decisions of the Board of Selectmen may be appealed in accordance with the provisions of RSA 676.
- d. The restoration of the lots to their pre-merger status shall not be deemed to cure any non-conformity with existing local land use ordinances.

The following fees shall be submitted with the application:

Application Fee:	\$50.00
Abutter Notices:	\$ 10.00 per abutter
Newspaper Notice:	\$25.00

The procedure for requesting the Restoration of Involuntarily Merged Lots is as follows

DRAFT

1. Complete the *Application for Restoration of Involuntarily Merged Lots per RSA 674:39-aa*.
2. Attach copies of the following documents:
 - a. Most current deed(s) for the lots.
 - b. If property was obtained from an estate (inherited), attach copy of the statutory "Notice to Cities and Towns".
 - c. Copies of any recorded plans or surveys which may depict the "pre-merger" configuration of any lots.
 - d. Unless such information already exists in the town records, if any part of the existing map/lot is improved by a structure, the Applicant must provide a signed & stamped as-built survey which reflects (at a minimum) the following features:
 - (i) The location of all structures, including buildings, pools, fences, etc.
 - (ii) The location of all driveways, walkways and associated features.
 - (iii) The location of all water supply wells.
 - (iv) The approximate location of all septic tanks, leach beds or cesspools.
 - (v) The superimposed lines of the pre-merger lot lines as requested by the Applicant.
 - e. A list of the names and addresses of abutting lot owners in similar manner as required under RSA 676.
 - f. Any other documentation deemed relevant.
3. The Selectmen's office shall forward copies of the relevant materials to the Town Assessor and Planning Department within three (3) days of application receipt for their review and comment.
4. The Assessor and Planning Department shall forward any comments to the Town Manager within five (5) days of receipt of the materials.
5. The Board of Selectmen shall schedule consideration of the Application at a Public Hearing during a regularly scheduled meeting within thirty (30) days of submittal. The Town shall send notice of the Application and the scheduled meeting date to the Applicant and abutting property owners at least seven (7) days before the scheduled meeting.
6. At the scheduled meeting, the Selectmen will consider the Application, including recommendation of Town staff, input from abutters and the Applicant(s).
7. If upon review by the Board of Selectmen, the Board determines that additional information is required; up to an additional ten (10) days will be provided to produce the additional information.
8. Within forty-five (45) days from the date of submission, the Board of Selectmen shall render a decision on the Application at a meeting of the Board of Selectmen.
9. Within five (5) business days from the date of the Board of Selectmen's final decision, a copy of the written Notice of Decision shall be sent via regular mail to the Applicant(s) and shall be posted in both the Assessor's and Selectmen's Offices.
10. The Notice of Decision shall state that any aggrieved party has the right to appeal the decision of the Board of Selectmen pursuant to RSA 676.
11. If the Application has been granted (in whole or in part), the appropriate changes will be noted on the Tax Maps and Assessor records. The Planning Department will be notified and provided with a copy of the plans approved by the Board of Selectmen and shall make appropriate notations as to the existence of the new lots in its files. The Notice of Decision will be recorded at the Registry of Deeds.

DRAFT

TOWN OF EXETER, N.H.

APPLICATION FOR RESTORATION OF INVOLUNTARILY MERGED LOTS
PURSUANT TO RSA 674:39-aa

The undersigned applicant requests that the Town of Exeter, New Hampshire, hereby restore the following parcels of land to their pre-merger status for the purposes of being assessed and treated for regulatory purposes as separate tracts or parcels of land:

Please identify, with reference to an attached recorded plan or survey which the Applicant believes may depict the "premerger" configuration of any lot, and to have existed prior to any "Involuntary Merger" (See. RSA 674:39-aa (1)), which the Applicants) wishes to restore to separate assessment.

Recorded Plan Name & Identified as: _____

Drawn Date: _____

Recorded Plan #: _____

Acknowledgment: By submitting this application, the Applicant(s) acknowledges they wish to have an existing parcel on the Exeter Tax Map divided into two (2) or more previously existing parcels. Such action will be effective for tax purposes following approval of this Application. Such action may result in increased tax assessed value or supplemental tax liability for the current tax year. In addition, the Applicant(s) understands that the separate lots may not conform to existing zoning requirements, and that if any subsequent request for zoning variance is made by the Applicant or a subsequent owner, the fact that the parcel was previously part of other premises may affect one (1) or more factors which are considered when considering a variance (e.g., substantial justice).

If granted by the Town, the Notice of Decision and plan will be recorded at the Rockingham County Registry of Deeds.

Dated this day of _____, 201____.

Owner Signature

Co-Owner Signature

Print Name(s)

STATE OF NEW
HAMPSHIRE
ROCKINGHAM, SS.

Then personally appeared the above named owners and acknowledged the forgoing to be his/her/their free act and deed, before me,

Notary Public/Justice of the Peace

My commission expires: _____

DRAFT

Staff Use Only

Received by: _____ Date: _____

Fees Collected: _____ Date of BOS Meeting _____

Disposition of the Application (For use by Selectmen/Assessor)

Existing Parcel Identification

Map-Block-Lot

Street Address of Parcel

New Parcel Identification

Map-Block-Lot

Street Address of Parcel

Map-Block-Lot

Street Address of Parcel

Map-Block-Lot

Street Address of Parcel

Map-Block-Lot

Street Address of Parcel

Map-Block-Lot

Street Address of Parcel