

Town of Exeter
Select Board Meeting
Monday, April 9th, 2018, 6:40 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Meeting with Assessor
3. Public Comment
4. Minutes & Proclamations
 - a. Proclamations/Recognitions
5. Approval of Minutes
 - a. March 26th, 2018
6. Appointments
7. Discussion/Action Items
 - a. PEA Way Finding Signage – South Campus
 - b. Swasey Parkway Road Closures
 - c. Lincoln Street Phase 2 – Bid recommendation
 - d. Recreation Advisory Board Draft Charge
 - e. Board and Committee Appointments/Select Board Representatives
 - f. Article 27 Review – Town Election
8. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Select Board Committee Reports
 - e. Correspondence
9. Review Board Calendar
10. Non-Public Session
11. Adjournment

Julie Gilman, Chairwoman
Exeter Selectboard

Posted: 4/6/18 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

PROCLAMATION OF EXETER CLASSICS WEEK
SUBMITTED BY THE EXETER KIRTLAND SOCIETY

WHEREAS, the Classics and classical antiquity continue to play an important role in modern society—from government and laws to literature, language and arts; and,

WHEREAS, the Exeter Kirtland Society is committed to furthering education in the Classics while bettering the future of American communities—through educational ventures, publicity activities, and community service endeavors; and,

WHEREAS, throughout New Hampshire, there are twelve New Hampshire Junior Classical League chapters comprised of 400 middle and high school Latin, Greek, and Classics students, in addition to over 100 classicists in the Town of Exeter; and,

WHEREAS, the members of the Exeter Kirtland Society recognize the positive influence of classical culture upon our society by giving back in their communities in affirmation of the classical principle that good citizenship is inseparable from education; and,

WHEREAS, Exeter Classics Week is held in commemoration of the traditional “birthday” of Rome—April 21st—offering the opportunity to promote and connect with the legacies of Greece and Rome.

NOW, THEREFORE, WE THE EXETER SELECT BOARD, do hereby proclaim **APRIL 15-21, 2018** as **EXETER CLASSICS WEEK** in the Town of Exeter. We call upon all citizens to recognize the cultural bond between American society and those of classical antiquity and to join the Exeter Kirtland Society in activities to celebrate the Classics.

Julie D. Gilman, Chair

Kathy Corson, Vice Chair

Molly Cowan, Clerk

Anne L. Surman

Donald Clement

Draft Minutes
Selectboard Meeting
March 26th, 2018

1. Call to Order

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

2. Bid Openings

a. Lincoln Street Project Phase 2:

The American Excavating Corporation in Derry, NH bid \$2,626,428 for the project. The cost approved for the project was \$2,450,000. The board only received one bid, and thought that since it was such a large project they wanted to have more so that they could choose. Jen Mates from public works said that they had sent it out to bid in newspapers and at clearinghouses, and CMA Engineers sent it to contractors as well. She thought that maybe there were not many responses because the upcoming season is very busy. Mr. Dean suggested that the town review the bid and see where the budget is not being met.

MOTION: Selectman Clement moved to send the bid to the department of public works for a recommendation. Selectwoman Surman seconded the motion, and it passed unanimously.

3. Public Comment

Glenn Copleman, a photographer from Kingston, found some photographs of Exeter that he had in his possession and decided to donate the photographs to the town. All of the photos were in matching frames and the same size. There was a picture of the mills, one of the town hall, and one of the congregational church.

MOTION: Selectwoman Surman moved to accept the donation. Selectwoman Cowan seconded the motion, and it passed unanimously.

Paul Royal brought up article 27, which was discussed last week. He said that he believes the board will seek legal counsel on that. Article 27 was to include the tax impact of major projects on the ballot. The RSA referenced in the warrant (32:5 V-b) speaks to the tax rate. Article 27 was brought to the voters as a way to bring more transparency to the ballot. He brought up the point that if the selectboard decides to implement it, there will have to be a lot of mathematics done.

He does not think the article is in keeping with the RSA and only makes things more difficult. Also, the different tax impacts affect people in different income brackets differently. He talked to a lot of people who voted for the article because they thought it was difficult to find information on what the tax impact would be. He feels as though the article would stop larger projects that people do not want to invest in with higher taxes.

4. Minutes/Proclamations

The board recognized the service of previous selectman Dan Chartrand, and gave him a plaque recognizing his six years on the board. Mr. Chartrand thanked his former colleagues and said that it was good to see three women as the officers of the board.

5. Approval of Minutes

a. 3/12/18

MOTION: Selectman Clement moved to accept the minutes as submitted. Selectwoman Corson seconded the motion, and it passed unanimously with Selectwomen Surman and Cowan abstaining because they were not present.

6. Appointments

Corey Stevens and Steve Ramsay are two candidates for the budget recommendations committee. Both have served on the BRC in past years, and both have been chairs of the BRC before. There was some discussion about whether or not these candidates needed to submit an application or go through an interview because they had served before. Selectman Clement asked how the process should be handled when there are openings to the BRC not filled by the town vote.

Selectwoman Surman pointed out that the BRC is not a municipal committee, and that the board appoints members and Exeter residents vote on them. Mr. Dean said that the original BRC was established before the civil war and were originally appointed only through town meetings. When Exeter became a SB2 town, the BRC was converted to a full slate to be voted on by the public. If there are any vacancies on the committee, people are appointed by the selectboard to make a full 15-person committee.

The board decided to get applications from the candidates. If they were both appointed, the committee would be brought to 14 members in total.

7. Action Items

a. Epping Road TIF

Mr. Dean had a conversation with the town engineer, and the town would like an additional \$5,000 for survey work. It would make the total contract \$87,000.

Paul Vlasich, the town's engineer, reminded the board that they had approved a contract amount of \$82,000. Before the contract was finalized, the signalization on Epping Road was voted on at the town election. CMA Engineers had covered some of that intersection, but there was not enough linear feet in the contract to cover everything. Mr. Vlasich would like to have CMA's contracted surveyors do all the survey work, which would be a \$5,000 cost.

MOTION: Selectman Clement moved to approve \$5,000 for the Epping Road survey, to bring the total contract cost to \$87,000 with CMA Engineers. Selectwoman Surman seconded, and it passed unanimously.

Selectman Clement asked if the contract with VHB would include any survey costs additional to the survey work done by CMA Engineers. Mr. Vlasich said the VHB contract would not have any survey costs, they would be using the survey work from CMA Engineers. He also said there have been some preliminary proposals on the signalization contract, and the survey work on that project has been reduced by about \$15,000 because the contract with CMA Engineers would cover that.

Signalization contract:

Mr. Vlasich said that the town vote approved the Epping Road and Continental Drive signal. They have been talking with VHB Engineers and had them make a design to take advantage of a contractor working in conjunction with the water/sewer project. VHB Engineers had wanted to do a corridor study of Epping Road previously, so they seemed like a good fit.

Mr. Dean talked about the timeline, and the total schedule would be about 12 weeks. The estimate is within planning estimate, and the town feels comfortable with the numbers and schedule. Mr. Vlasich estimated that the signals could possibly be installed before the new year.

MOTION: Selectman Clement moved to approve the proposed contract with VHB Engineers 8:15, and to authorize the town manager to sign the contract. Selectwoman Cowan seconded the motion, and it passed unanimously.

Selectman Clement asked if there is enough right of way, or if there will be a need to take some land for the intersection because of the road widening. Mr. Vlasich said there was a possibility of that but was not sure yet. Selectwoman Corson said the planning board had conditionally approved a building there, with the condition that the traffic light has to be in place. She asked if the building could begin construction at the same time, or if they needed to wait until the light is actually in place. Dave Sharples, the town planner, said that he believed the condition was that the traffic light would need to be in place prior to a certificate of occupancy was granted, so the construction itself could be started.

b. Pickpocket Dam

Mr. Vlasich introduced representatives from VHB Engineers to give a presentation about Pickpocket Dam. In 2011, the town had a letter of deficiency from the dam bureau to do minor repairs to the dam. They also asked for a breach analysis. Funds for the project were approved in 2016 and awarded to VHB Engineers. They also had more surveys of key areas done. The final report was sent to DES in late 2017.

Jake San Antonio from VHB Engineers introduced the project. The first step was data collection, where they used the HMS and HEC RAS hydraulic models. They also did a dam breach analysis looking at two failure modes - a sunny day flood and a 100-year flood breach. Then a failure was modeled where two concrete portions failed. They mapped the dam breach inundation limits and used GIS to identify potentially affected properties. The different colors on the map showed the depths of water inundation and topography.

Dave Cloutier from VHB Engineers presented the results of the failure model. A few buildings on Kingston Road would be flooded in case of a dam breach. Other areas that would be affected are Camelot Drive and Sir Lancelot Drive, where there would be potential impacts to the foundation, but these streets would not be flooded because they are elevated. Because of the findings, DES reclassified Pickpocket Dam as a high-hazard dam instead of low-hazard. This affects the annual registration fee, requires more safety inspections, changes the discharge capacity and requires an emergency action plan.

The next steps would be for the town to address these new requirements. It will require coordination with DES. The components of an emergency action plan would be a breach analysis and

inundation mapping, which both have been done. There also would need to be a notification flow-chart and various other types of documentation. The dam must safely pass 250% of a 100-year flood or an inflow design flood. The analysis by the engineers is that it is unlikely the dam would pass these requirements as it is. The dam must be improved, removed, or replaced if it does not pass.

For this, VHB Engineers could do other forms of analysis. They could also retrofit the dam, remove the dam, or address the affected buildings themselves. The town could also choose to request a time extension from DES. They are suggesting that the town does a feasibility study to pass the discharge requirements.

Mr. San Antonio said that many dams throughout the state have gone through changes because they don't necessarily serve same needs or go through the same maintenance as before. DES notes problems throughout the state. The inspection of the dam that triggered the study was in late 2010.

Selectman Clement asked who decides the classification of different storms. Mr. San Antonio said that it depends on statistics and the historic record of different floods. Selectman Clement pointed out the Great Dam was classified as a low hazard dam but had a higher potential for damage.

Chairwoman Gilman asked when in the process they looked at structural things like bridges, and also the scour from potential flooding. Mr. San Antonio said that bridges are looked at in the study, but that generally the study looks at the river as a static condition. Mr. Dean asked if DES had been in contact with VHB Engineers. Mr. San Antonio said that they had not been.

Mr. Vlasich told the board that a public hearing about the dam reclassification was not necessary, and that the board will get updates from public works about their discussions with DES.

c. FEMA LOMR

Mr. Vlasich said that the town was required to do an analysis to see how the flood plain changed after the Great Dam removal. Mr. San Antonio clarified that because Exeter participates in the flood insurance program, the town must begin to revise flood mapping after the completion of a project. The Great Dam was officially removed in October 2016. FEMA administers the model, then the mapping is revised and a LOMR is submitted.

Mr. Cloutier talked about the existing flood map study, which was completed in the 1980's. FEMA is still in the process of updating Rockingham county maps. The LOMR process was to review the flood study and to update the data with new models. FEMA then reviews the submission and makes amendments as needed. In February 2018, the technical review was completed by FEMA. May 9th, 2018 is the deadline for public notification and then FEMA will issue the LOMR. It will become effective after a 90-day appeal period.

The next step is to send notification letters to property owners by May 9th. The town can also choose to have additional public education about the map change. The public education would explain what the changes to the map are and why the changes are happening and could also include an explanation of flood insurance requirements.

Mr. Cloutier showed an overview map of the flood map changes. The bulk of the area within the map would remain unchanged. There are some green areas that would no longer be affected by the floodplain, and the red areas were places that were not previously affected and now would be.

Mr. Dean talked about the coastal floodplain maps, and the inland watershed project which could postpone the floodmap panels being approved until 2020. Mr. Dean asked if the LOMR process would then be extended until 2020. Selectman Clement said that FEMA told the town that they had two options; one was to delay the flood mapping process until the coastal maps were done. FEMA said that it might be better to wait until coastal maps were done because the flood mapping might change once the coastal maps were done. Mr. San Antonio clarified that the LOMR process moves in its own timeframe. FEMA had updated maps in 2015, and the LOMR mapping is a different process. Mr. Dean said that the town needs to notify residents on town letterhead.

Mr. Cloutier said that the total number of parcels affected by the LOMR map change is 216. About 190 are currently in the floodplain and will still be within the floodplain afterwards. About 20 will be new in the floodplain, and about 30 were in the floodplain and are not anymore.

Mr. Vlasich showed the board a sample notification letter. DPW thinks that a public information meeting might be good to educate the public. They could notify residents of the public information meeting in the notification letter.

Mr. Dean asked if there was a chance that the hydraulic models would change later on, when the conditions are reassessed. Mr. San Antonio said that actual data since the dam removal was very limited, so the study was based from models. When it is restudied, it will be based on new data. But, generally FEMA restudies rivers every 30 years or so. Selectman Clement asked if some areas were mis assigned when they were studied before. Mr. San Antonio answered that there are different factors that have played a role since then, including better technology, more developments, and other things.

d. Review BOS Committees

The selectboard had a list of committees and when each committee met. The Christmas Parade, Memorial Day Parade, and Swasey Parkway Trustees were not on the list, but they need to be specially considered. The parade committees have many volunteers who don't live in Exeter, but they use town funds. Chairwoman Gilman said she'd like the committees to be more transparent in how they spend these funds, and to have documentation of the budgets.

The board then divided up the committees and decided who would serve as a representative to each:

- Arts Committee: Selectwoman Surman
- Conservation Commission: Selectman Clement
- E911 Committee: Selectwoman Surman
- Development Commission: Chairwoman Gilman
- Energy Committee: Chairwoman Gilman
- Facilities Committee: Selectwoman Corson
- Heritage Commission: Chairwoman Gilman
- Historic District Commission: Chairwoman Gilman
- Housing Advisory Committee: Selectwoman Cowan
- Master Plan Implementation Committee: Not chosen yet
- Memorial Day Parade: Not chosen yet
- Planning Board: Selectwoman Corson (Selectman Clement as the alternate)

- Recreation Advisory Board: Selectwoman Surman
- River Advisory Committee: Selectman Clement
- Rockingham Planning Commission: Selectman Clement
- Safety Committee: Selectwoman Corson
- Trustees: Not chosen yet
- TIF Advisory Board: Selectman Clement
- Water/Sewer Advisory Committee: Selectwoman Cowan
- Communications Committee: Selectwoman Cowan

e. Board Meeting Calendar

The board reviewed their scheduled meeting dates for the rest of the 2018 year. The board decided to have a work session on April 16th, where they will meet in the arts committee room at 6:30PM. For a review of the master plan and CIP plan, the board will meet on May 14th.

8. Regular Business

a. Tax, Water/Sewer Abatements

5 Michael Avenue:

Lisa McIlveen, the property owner, said that she was seeking an abatement because their water had been leaking underneath the house from an outside freeze-proof spigot. They had shut off the water and later received a bill for \$1450.64. They have an average bill of \$300 per quarter.

Chairwoman Gilman said that one issue important in this case is that the leak was from a spigot on their property, but that they could abate the sewer portion of the bill because the water went into the ground. The sewer portion alone would be \$794. The board has a policy to grant a one-time abatement per account every 10 years.

Selectwoman Surman felt as though because the spigot was outside, they could abate the entire amount because the homeowner might not have known about the leak. Selectman Clement pointed out that on the bill, it states that the owner is responsible for preventing their pipes from freezing. He suggested tasking the water/sewer committee to review the abatement policies.

MOTION: Selectwoman Surman moved to abate \$889.78 of the bill for 5 Michael Avenue. Selectman Clement seconded the motion. It passed 3-2-0, with Selectwoman Corson and Selectman Clement voting nay.

MOTION: Selectman Clement moved to charge the water/sewer committee with reviewing the abatement policies. Selectwoman Corson seconded the motion, and it passed unanimously.

20 Harvard Street:

Tyler Coty, the tenant of the building talked about this leak which was slowly-trickling. Public works went to see the leak, and a \$259.34 abatement was recommended. The applicant requested an abatement for three quarters, which would be \$413.93. Mr. Coty said that the water bill had gone up

slowly over the past year, and the cause was a leaky downstairs toilet which was fixed. After the property was updated, the water bills had gone down substantially.

Selectwoman Surman asked if it was incumbent on the owner to repair the toilet. Mr. Coty said that the owner had paid to repair it, but that he was responsible for paying the water/sewer bills. Mr. Dean said that the water shutoffs are dealt with by the owner. He asked Mr. Coty why he was asking for a three-quarter abatement. Mr. Coty said that when the property was updated, some appliances were changed which he thought had an effect on the water bill.

MOTION: Selectwoman Surman moved to abate one quarter of the bill for 20 Harvard Street in the amount of \$259.34. Selectwoman Corson seconded the motion, and it passed 4-1-0 with Selectman Clement voting nay.

Selectman Clement suggested including some way to document the communication between public works and its customers. Chairwoman Gilman suggested that the applicants of future abatement requests sign off on the form to confirm everything. Paul Royal, an Exeter resident, suggested giving residents a flyer to explain the abatement rules.

MOTION: Selectwoman Cowan moved to approve the \$500 veteran credit for the following properties: map 65, lot 102, unit 4; map 18, lot 6. Selectman Clement seconded the motion, and it passed unanimously.

MOTION: Selectwoman Cowan moved to approve the \$1,000 veteran credit for the following properties: map 104, lot 79, unit 4; and map 87, lot 14, unit 16B. Selectman Clement seconded the motion, and it passed unanimously.

MOTION: Selectwoman Cowan moved to approve the following elderly exemptions for \$152,251: map 104, lot 79, unit 309; map 27, lot 6; map 104, lot 79, unit 220; map 64, lot 105, unit 45; map 62, lot 95; map 104, lot 79, unit 525; map 104, lot 79, unit 2; map 104, lot 79, unit 706; map 108, lot 79, unit 808; map 87, lot 18, unit 43; map 104, lot 79, unit 311; map 70, lot 4; map 104, lot 79, unit 608; map 95, unit 64, lot 317; map 104, lot 79, unit 605; map 95, lot 64, unit 329; map 103, lot 13, unit 8; map 104, lot 79, unit 121. Selectwoman Corson seconded the motion, and it passed unanimously.

MOTION: Selectwoman Cowan moved to approve the following elderly exemptions for \$183,751: map 63, lot 237; map 32, lot 12, unit 25; map 95, lot 64, unit 139; map 103, lot 13, unit 33; map 94, lot 22. Selectwoman Surman seconded the motion, and it passed unanimously.

MOTION: Selectwoman Cowan to approve the following elderly exemptions for \$236,251: map 96, lot 2, unit 4; map 13, lot 6; map 38, lot 7; map 104, lot 79, unit 1; map 65, lot 16; map 99, lot 26; map 87, lot 8, unit C17; map 35, lot 9; map 52, lot 43; map 52, lot 73; map 73, lot 26; map 90, lot 18, unit 2; map 65, lot 5; map 95, lot 64, unit 65; map 63, lot 219; map 63, lot 102, unit 57; map 104, lot 79, unit 16; map 83, lot 22; map 62, lot 94; map 93, lot 9; map 74, lot 19; map 104, lot 79, unit 110; map 87, lot 14, unit 20A; map 85, lot 89, unit 14. Selectwoman Corson seconded the motion, and it passed unanimously.

MOTION: Selectwoman Cowan moved to approve the following elderly exemptions for \$213,496: map 64, lot 11. Selectwoman Corson seconded the motion, and it passed unanimously.

MOTION: Selectwoman Cowan moved to deny the following elderly exemptions for: map 103, lot 13, unit; map 104, lot 79, unit 4; map 73, lot 246; map 86, lot 20, unit 15. Selectwoman Corson seconded the motion, and it passed unanimously.

MOTION: Selectwoman Cowan moved to approve the following disability exemptions for \$125,000: map 87, lot 14, unit 4B; map 95, lot 66; map 60, lot 9; map 32, lot 12, unit 7; map 95, lot 64, unit 380; map 104, lot 79, unit 225; map 95, lot 64, unit 226. Selectwoman Corson seconded the motion, and it passed unanimously.

MOTION: Selectwoman Cowan moved to approve the following discretionary easement: map 71, lot 38. Selectwoman Corson seconded the motion and it passed unanimously.

MOTION: Selectwoman Cowan moved to approve the following intent to excavate for 2016-2017: map 83, lot 1. Selectwoman Corson seconded the motion and it passed unanimously.

MOTION: Selectwoman Cowan moved to approve the following intent to excavate for 2017-2018: map 83, lot 1. Selectwoman Corson seconded the motion and it passed unanimously.

Mr. Dean explained that the intent to excavate is a yield tax for earth removal. If you exceed a certain amount of removal, there is a tax. The property listed is Philips Exeter Academy.

b. Permits/Approvals

MOTION: Selectwoman Corson moved to approve the use of the town hall and bandstand to TEAM Exeter for their First Friday event on January 4th 2019. Selectman Clement seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve the use of the town hall and bandstand to TEAM Exeter for their First Friday event on February 1st 2019. Selectman Clement seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve the use of the town hall and bandstand to TEAM Exeter for their First Friday event on March 1st 2019. Selectman Clement seconded the motion, and it passed unanimously.

c. Town Manager Report

Mr. Dean talked about EXTV's work in the town hall, where they had done the floor, and the furnishings are coming in. They are well within their budget. The town met with COAST, who are talking about changing the service route to a demand-response model. COAST had analyzed their ridership and think they can be more responsive. He also reminded everybody that the egg hunt is this Friday at 4:00PM. Selectman Clement also asked for a follow-up about the snow removal.

d. Committee Reports

Selectwoman Surman talked about Swasey parkway and said that on Thursday it would go back to one-way traffic until the end of May. It will then be shut down for 2 weeks for grass seeding and loaming.

e. Correspondence

There was an annual report sent to the board from the Exeter Sportsman's Club.

9. Calendar

The next regularly scheduled meeting will be on April 9th at 7:00PM.

10. Non-public Session

There was no non-public session at this meeting.

11. Adjournment

MOTION: Selectwoman Surman moved to adjourn the meeting at 10:30PM. Selectwoman Corson seconded the motion, and it passed unanimously.



Phillips Exeter Academy

March 21, 2018

Julie Gilman, Chair
Exeter Board of Selectmen
10 Front Street
Exeter, NH 03833

Re: Wayfinding Signs in the Public Right of Way

Dear Ms. Gilman:

As you know, we are in the final stages of the redevelopment of the south campus with the recent opening of the Thompson Field House and the near completion of the Goel Center for Theater and Dance. A concern raised at the planning board hearings for both buildings was how to direct the community and visitors to the new parking garage. Over the last several months, we have been working with a sign consultant and a sign vendor to develop wayfinding signs. Some of the signs were updates to existing and others were completely new. Majority of these signs are located on Phillips Exeter Academy property, however we are proposing that three signs referred to, as trailblazer signs be located in the public right of way on Court Street.

Attached are several plans that show the proposed locations of these three wayfinding signs. I have also attached a sketch showing what the sign will look like, the materials, installation method, and the message on each sign.

We believe that the installation of these trailblazer signs in the public right of way will make a difference in directing the community and visitors to access the parking garage whether they are attending an event in the field house or the center for theater and dance. It is our understanding through discussions with Doug Eastman that approval is necessary by the Board of Selectmen in order to install these signs in the public right of way.

Thank you for your consideration of this request and will wait to hear back on the next steps.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark F. Leighton".

Mark F. Leighton, P.E. CEFP
Director of Facilities Management

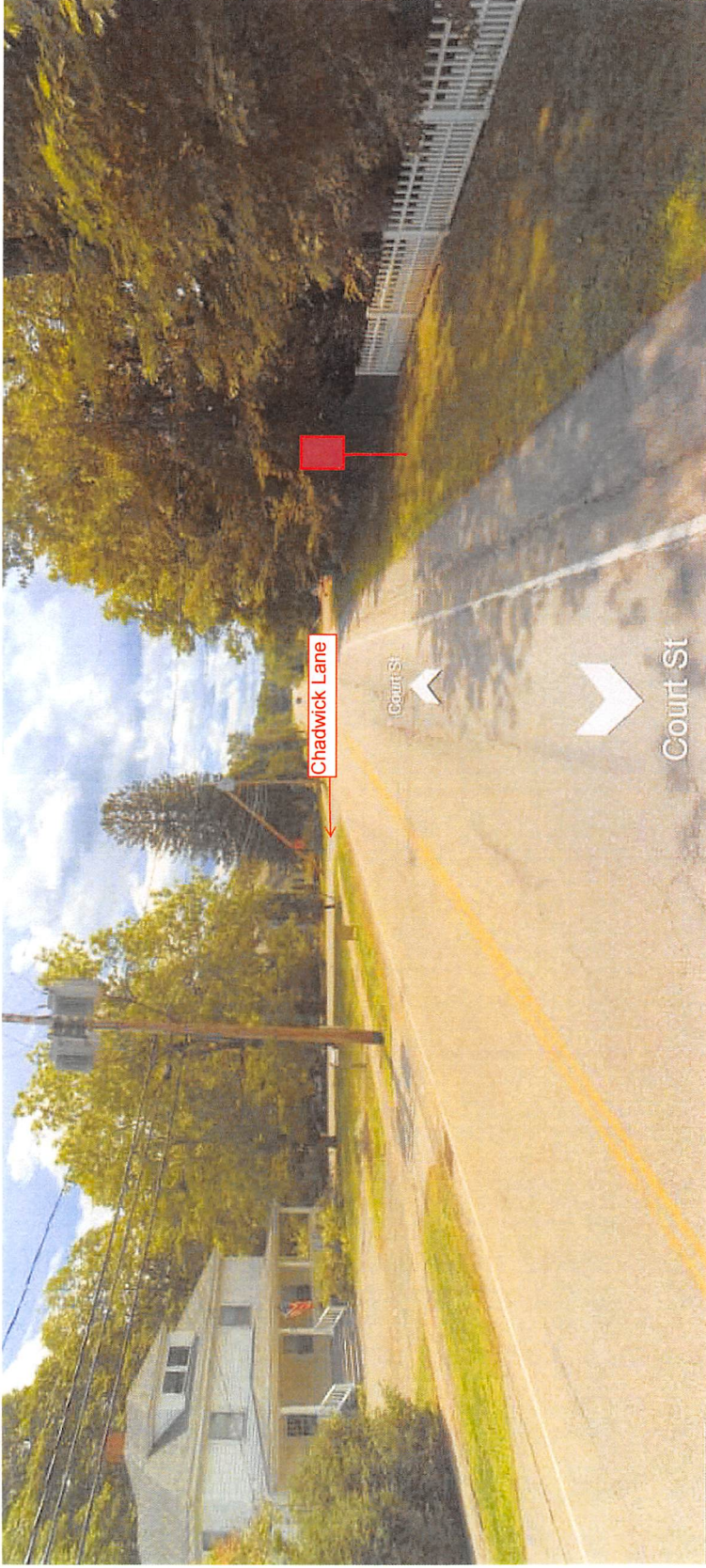


Trailblazer
sign 1B.04

Trailblazer
sign 1A.05

Trailblazer
sign 1A.06

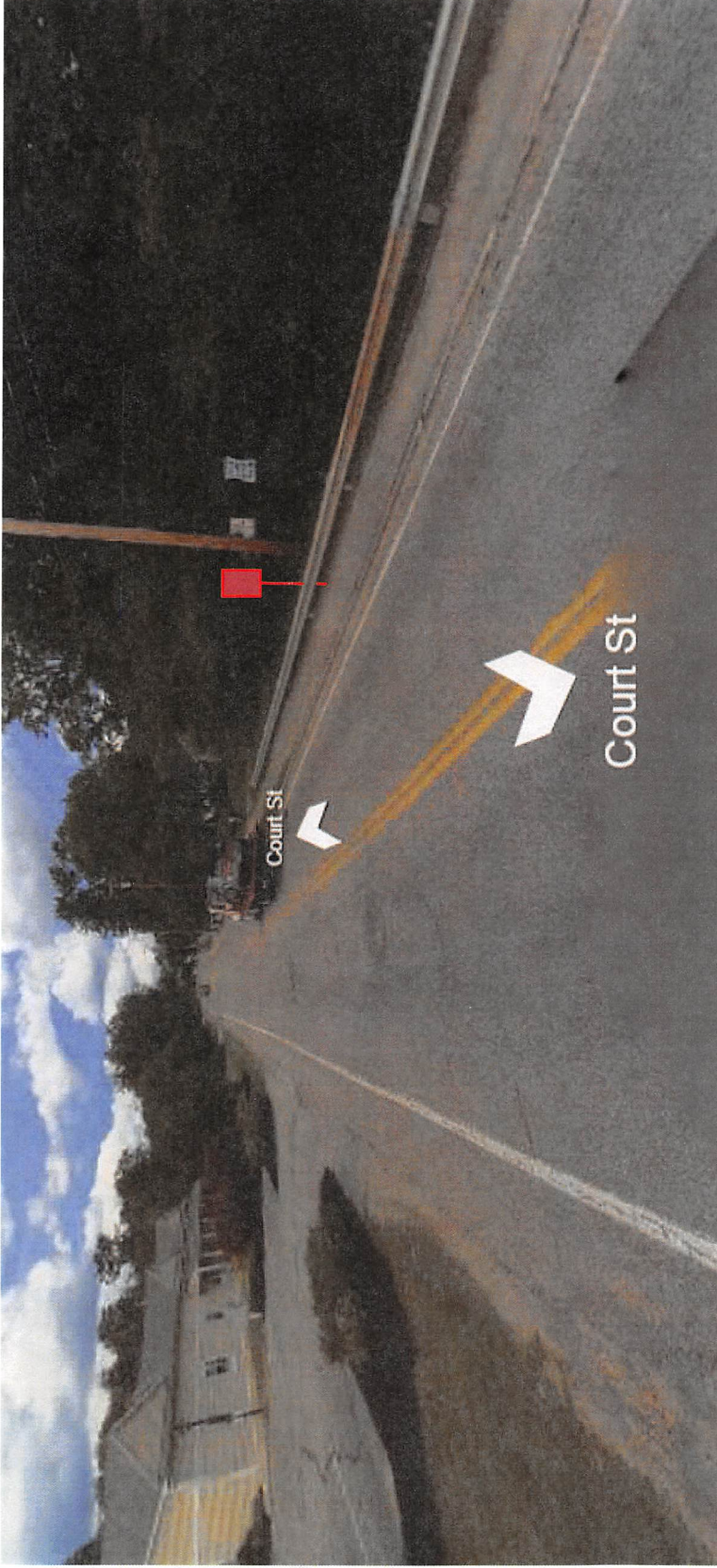
Phillips Exeter Academy
Sign Approval Request for (3) Trailblazer Signs
Approximate locations shown on map



Trailblazer Sign 1B- heading west on Court St. toward Chadwick Lane (on left)

1B.04





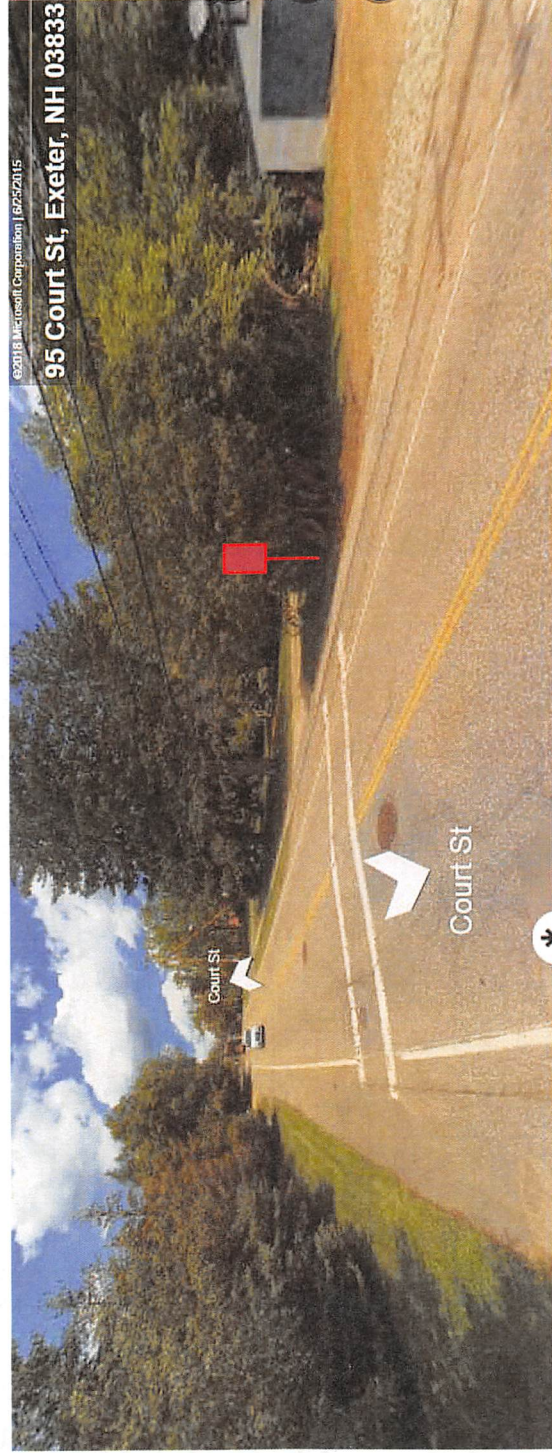
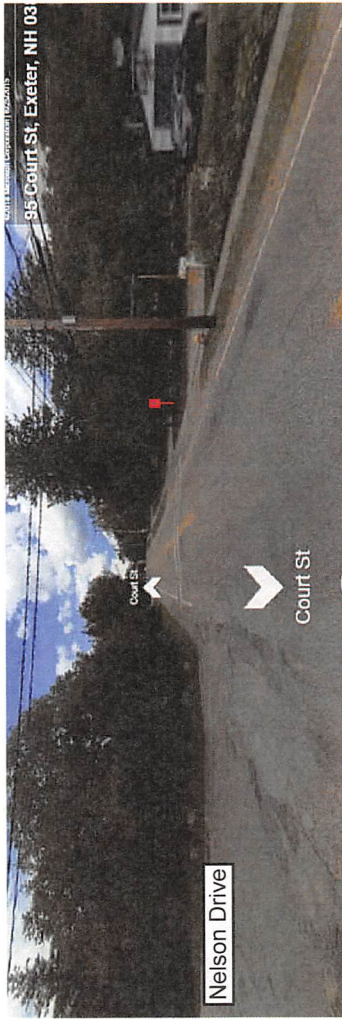
1A.06

PHILLIPS EXETER ACADEMY



Phillips
Exeter
Academy

Trailblazer Sign 1A.06 headed east on Court St. at east end of new bridge (on right)



Two views of Trailblazer Sign 1A.05 headed east on Court St. approaching Chadwick Lane



1A.05



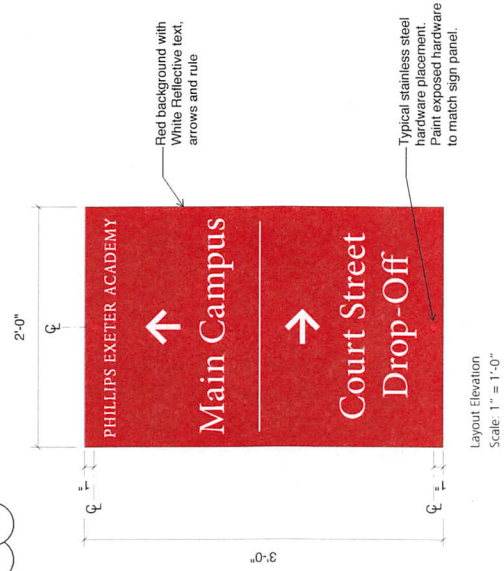
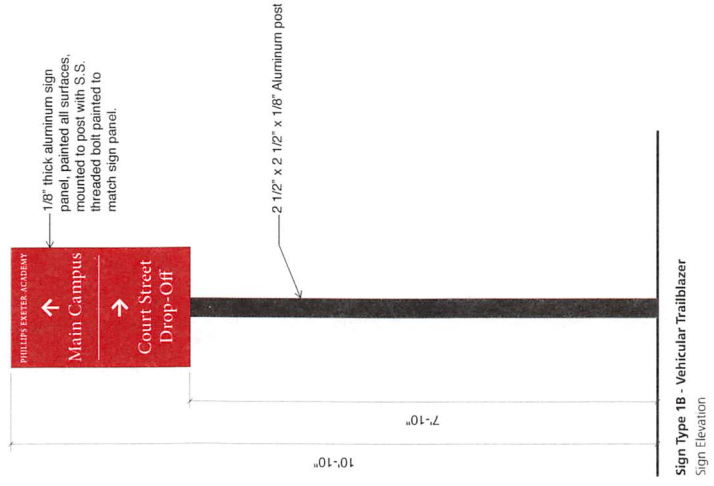
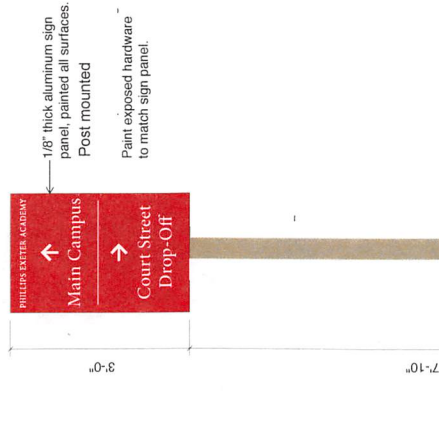
Sign Type 1A - Vehicular Trailblazer - I
 Single sided sign
 hardware to match sign panel.

Post Mount
 Paint any exposed hardware to match sign panel.

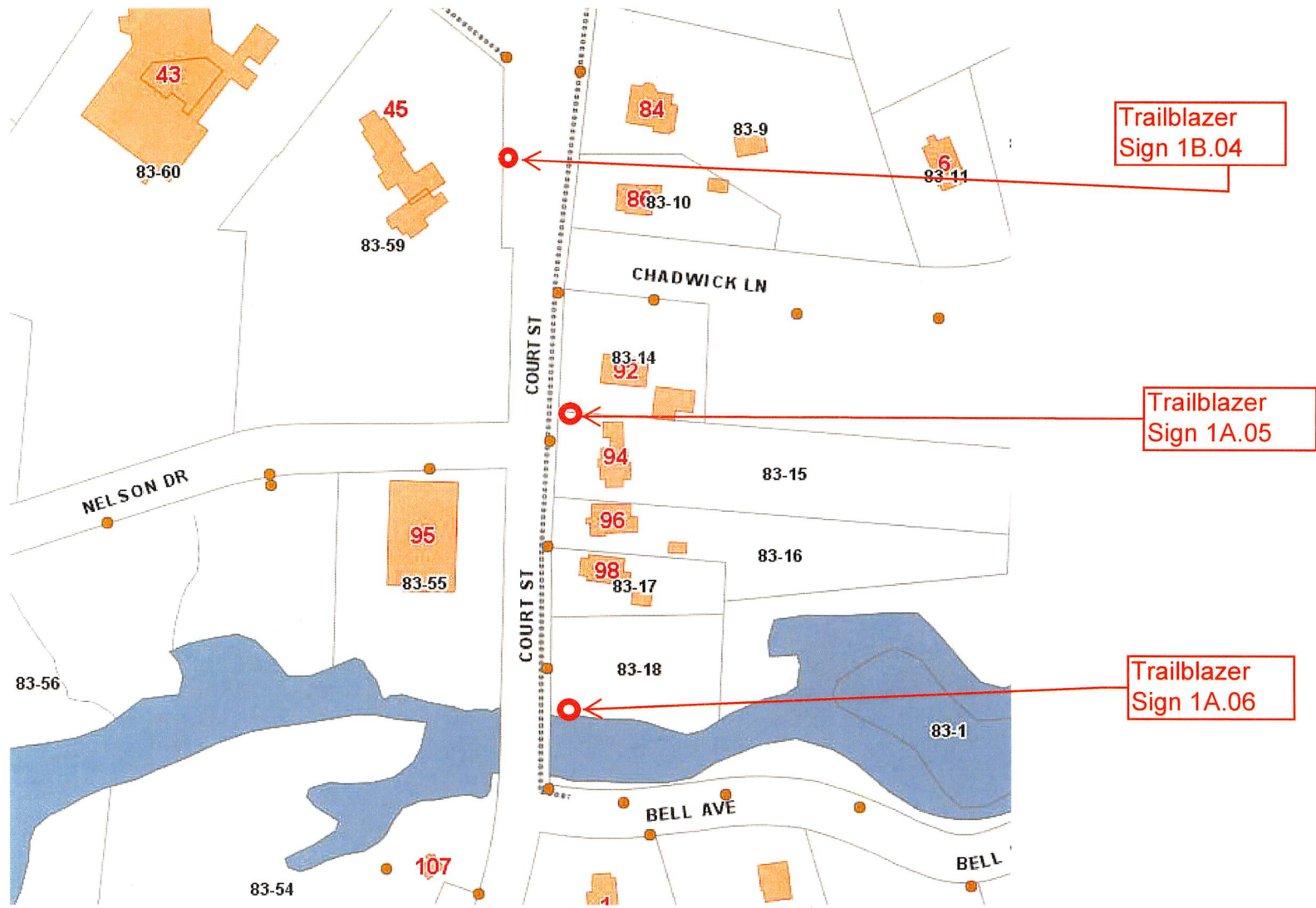
Sign Type 1B - Vehicular Trailblazer
 Double sided (2 sign panels) mounted to square sign post with welded cap.

Colors / Finishes
 Post and Hardware - Black
 Panel - Red
 Text and Graphics - White Reflective

Typography
 Minion Pro Medium



All Trailblazer 1A and 1B signs to be mounted on aluminum posts



Phillips Exeter Academy- Approval request for (3) Trailblazer signs
 Signs 1A.05, 1A.06, and 1B.04
 Approximate locations noted on map

**Swasey Parkway
2018**

Requested dates for 2018 events

March 30	Easter egg Hunt
April 28	Swag on Swasey
May 3 - Oct. 11	Farmers market on Thursday
May 19	Team Art and Music Festival
May 26	Swag on Swasey
May 28	Memorial Day Parade ceremony
June 14 – July 26	Concerts on Thursday
June 23	Swag on Swasey
July 14	Independence Festival
July 14	Fireworks and Concert
July 28	Swag on Swasey
August 8	Park and Rec. ?
August 25	Swag on Swasey
Sept 7-Sept 28	Team Music on Friday night
Sept 22	Team Fall Equinox
Sept. 22	Swag on Swasey
Oct. 4 – Oct 9	Powder Keg Festival
Oct. 13	Swag on Swasey
Oct .14	Crop Walk
Oct. 26	Halloween Parade
Dec.	Ring in the Season Tree lighting and luminaries Parade and bon fire Pooch Parade

~~Permit~~ given to Sherri Rife 3/30/18

**SWASEY PARKWAY USE APPLICATION
EXETER, NH**

Application is hereby made for the privilege of using Swasey Parkway on the following date(s): May 19th 2018

Hours of 8am to 8pm. Expected number of participants: 1000+

Name of Applicant and Organization: Ellie Willis; TEAM

Address: 109R Water st, Exeter

Email: townexeterartsmusic@gmail.com Phone: 603 501 8025

Date of Event Contact Person and phone #: Ellie Willis 603 501 8025

Will electricity be needed? Yes No Request parkway to be blocked off: Yes No

Please describe your event, including any details you feel the Trustees should take into consideration in granting this application: 2nd Annual Arts and Music festival showcasing only local artists & musicians -> arts vendors, concerts, dance performances, interactive art park for kids

The Certificate of Insurance amounts required are: General Liability/Bodily Injury/Property Damage (combined): \$300,000-\$1,000,000 with additional personal injury of \$300,000 and the Town of Exeter listed as an additional insured.

Permit Fees: See attached Rules and Fees
I have read the attached rules and fees governing the use of Swasey Parkway and pledge that the organization and/or individuals for which this application is intended will faithfully execute those rules and assume total responsibility in connection therewith. I also understand that if my request requires the Swasey Parkway road to be closed, this form will require the Board of Selectmen's approval.

Applicant Signature: [Signature] Date: 17 June 2017

Mail application and applicable fees to Mark Damsell - 10 Newfields Road, Exeter, NH; checks made payable to Swasey Parkway Trust
Gerry Hamel - 770-7210; homerebuilder@comcast.net
Florence Ruffner - 772-6675; florence@ruffnerre.net
Mark W. Damsell - 772-2818; mdamsell@comcast.net

This application conforms to the adopted policies of the Swasey Parkway Trustees and is hereby approved, subject to the exceptions as stated: Subject to T-Beck Construction Schedule

Fee received: \$ _____ Cash or Check Number: _____ Application must be approved by at least two Trustees:
Trustee: [Signature] Date: 3/30/18
Trustee: [Signature] Date: 3/30/18

(If road closure is requested)

Chief of Police: _____ Date: _____

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

This permit is issued for the purpose indicated and shall be valid only during the times/dates indicated above.

1/12/18

SWASEY PARKWAY USE APPLICATION
EXETER, NH

Application is hereby made for the privilege of using Swasey Parkway on the following date(s): May 28, 2018
Hours of 9:30 to 12:00. Expected number of participants: 2,300

Name of Applicant and Organization: Memorial Day Parade Committee

Address: Town

Email: susandrinker@gmail.com Phone: 686-3728

Date of Event Contact Person and phone #: Susan Drinker 686-3728

Will electricity be needed? Yes No Request parkway to be blocked off: Yes No

Please describe your event, including any details you feel the Trustees should take into consideration in granting this application: annual Memorial Day Parade

The Certificate of Insurance amounts required are: General Liability/Bodily Injury/Property Damage (combined):
\$300,000-\$1,000,000 with additional personal injury of \$300,000 and the Town of Exeter listed as an additional insured.
Town committee

Permit Fees: See attached Rules and Fees

I have read the attached rules and fees governing the use of Swasey Parkway and pledge that the organization and/or individuals for which this application is intended will faithfully execute those rules and assume total responsibility in connection therewith. I also understand that if my request requires the Swasey Parkway road to be closed, this form will require the Board of Selectmen's approval.

Applicant Signature: Susan B. Drinker Date: 1-12-18

Mail application and applicable fees to Mark Damsell - 10 Newfields Road, Exeter, NH; checks made payable to Swasey Parkway Trust:

Gerry Hamel - 770-7210; homerebuilder@comcast.net
Florence Ruffner - 772-6675; florence@ruffnerre.net
Mark W. Damsell - 772-2818; mdamsell@comcast.net

This application conforms to the adopted policies of the Swasey Parkway Trustees and is hereby approved, subject to the exceptions as stated: _____

Fee received: \$ _____ Cash or Check Number: _____ Application must be approved by at least two Trustees:

Trustee: Mark W. Damsell Date: 2/7/2018

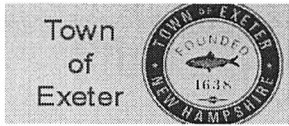
Trustee: [Signature] Date: 2/7/2018

(if road closure is requested)

Chief of Police: [Signature] Date: 2/8/18

As Authorized by the Board of Selectmen/Designee: [Signature] Date: 2/12/18

This permit is issued for the purpose indicated and shall be valid only during the times/dates indicated above.



Russ Dean <rdean@exeternh.gov>

Swasey Parkway update

Matt Berube <mberube@exeternh.gov>
To: Russ Dean <rdean@exeternh.gov>
Cc: Jennifer Perry <jperry@exeternh.gov>

Mon, Apr 2, 2018 at 2:55 PM

Hi Russ,

Back to one way traffic now. They are taking down the rest of the Main Pump Station basement this week. They probably will start to drive sheet piles later in the week. The schedule is pretty much the same as stated above. We have a meeting with EHA on Friday to talk about crossing their parking lot with the new force mains. Let me know if you need any other information.

Thanks,
Matt

Matthew Berube
Acting Water & Sewer Managing Engineer
Department of Public Works
13 Newfields Road
Exeter, NH 03833
P) (603) 773-6157 ext. 167
F) (603) 772-1355

Notice the email change: mberube@exeternh.gov
Like us on Facebook!

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DOCUMENTATION OF UNDERSTANDING BETWEEN TOWN OF EXETER AND SWASEY PARKWAY TRUSTEES

Rev 21 June 2017

Preamble:

The Town of Exeter is under both an Administrative Order on Consent to complete a Wastewater Treatment Facility (WWTF) Upgrade and an Administrative Order to reduce or eliminate combined sewer overflows (“CSOs”). The Town has completed a Wastewater Facilities Plan (March 2015), has received bids for the WWTF Upgrade (“Contract No. 1”) and is nearing completion of the design for the Main Pump Station Upgrade (“Contract No. 3”) and the Forcemain Upgrade (“Contract No. 2”). The existing Main Pump Station was constructed in 1964 and is located between Water Street and the Swasey Parkway on a parcel with no road frontage. The existing forcemain to the WWTF was also constructed in 1964 and runs through the Swasey Parkway (under the road). The proposed project will upgrade the Main Pump Station and the forcemain which will require work to be completed within the Swasey Parkway. The Exeter Public Works Department (“PWD”) and the Swasey Parkway Trustees (“SPT”) have met on numerous occasions to discuss this project between March 2016 and April 2017. The SPT understands the need for these projects and supports the environmental benefits that will occur upon their completion. The SPT also understands its responsibility to protect the Parkway. The purpose of this document is to memorialize the discussions and understandings held to date.

Goals:

- To minimize the disruption to the use of the Parkway during these projects.
- To minimize damage to trees and shrubs during these projects.
- To minimize damage to the recently installed pavement and granite curbing in the Parkway.

Understandings:

1. The Trustees have an extensive calendar of events for 2017 (see attached). The Trustees expect to have a similar calendar of events for 2018 and 2019.
2. The temporary construction entrances to the Main Pump Station and Exeter Housing Authority parcels are required because Exeter Housing Authority is not allowing construction access through their driveways. Tentative timeline is 13 months from September 2017 to October 2018. This is the approximate duration of Contract No. 3.
3. “Pre-Construction activity” in the Parkway between September 2017 and October 16, 2017 will be related to Contract No. 3 only (specifically including initial mobilization, limited tree removal in the vicinity of the Main Pump Station and Exeter Housing Authority parcels, installation of temporary access drives, and installation of temporary construction fencing). The Contractor may install the north temporary access drive perpendicular to the curb line or at a 45 degree angle from the curb line.

DOCUMENTATION OF UNDERSTANDING BETWEEN TOWN OF EXETER AND SWASEY PARKWAY TRUSTEES

Rev 21 June 2017

During this time, the traffic pattern will remain two-way traffic. Pre-construction activities will require periodic (e.g., weekly) and short duration (e.g., hours or days) road closures. Road closures will be coordinated in advance with the PWD, SPT and Exeter Police Department and will be posted on electronic message boards located at each end of the Parkway. No road closures will be requested on Thursdays. No Contractor parking is allowed in front of the Pump Station on Thursdays from 12pm to 5pm during the Farmer's Market season.

4. The Parkway traffic pattern will be changed to one-way (northbound) to provide for contractor access to the work zones, construction efficiency and public safety. Tentative timeline is 12 months from October 2017 to October 2018. Construction activities will require periodic (e.g., weekly) and short duration (e.g., hours or days) road closures. These road closures will be coordinated in advance with the PWD, SPT and Exeter Police Department and will be posted on electronic message boards located at each end of the Parkway. No road closures will be requested on Thursdays. No Contractor parking is allowed in front of the Pump Station on Thursdays from 12pm to 5pm during the Farmer's Market season. It is understood that decision making with respect to road closures rests solely with the Exeter Selectboard and/or their designee.
5. The Parkway will be shut-down to non-construction vehicular traffic for up to 12 weeks between October 16, 2017 and April 15, 2018 for pipeline installation. When the Parkway is not shut-down, the Contractor shall demobilize all equipment, trailers, etc. and shall clean-up to the satisfaction of PWD and SPT. When the Parkway is not shut-down, the traffic pattern shall be one-way (northbound), as noted above. Contractor shall temporarily re-open the Parkway around scheduled Fall and Holiday events for 2017.
6. The Parkway will be shut-down to non-construction vehicular traffic for up to 2 additional weeks between April 15, 2018 and May 15, 2018 to complete site restoration for the Forcemains. When the Parkway is not shut-down, the Contractor shall demobilize all equipment, trailers, etc. and shall clean-up to the satisfaction of PWD and SPT. When the Parkway is not shut-down, the traffic pattern shall be one-way (northbound), as noted above.
7. There will be no change to the pedestrian access to the Parkway during the projects, other than in the vicinity of the work zones.
8. Weekly coordination meetings will occur during Contract No. 3. These will be attended by PWD, SPT, Engineer and Contractor. The purpose of the meetings will be to coordinate construction work activities and Parkway activities.
9. Contractor shall have no more than 100 linear feet of main line trench open at any time.

**DOCUMENTATION OF UNDERSTANDING BETWEEN TOWN OF EXETER AND SWASEY
PARKWAY TRUSTEES**

Rev 21 June 2017

10. Contractor shall not maintain stockpiles of soils or aggregates larger than 50 CY in any given location. Contractor shall maintain all other materials (e.g., piping, fittings, etc.) within 100 feet of the work zone.
11. All vehicles which utilize Swasey Parkway shall be rubber tired vehicles. No tracked vehicles shall be allowed on the Swasey Parkway. No damage to the existing pavement or granite curbing is expected on the Swasey Parkway. Repairs, if determined to be needed by the PWD and SPT, shall be made, to the satisfaction of the PWD and SPT, at the Contractor's expense.
12. Certain shrubs will be disturbed by this project. Shrubs impacted by the work shall be temporarily removed, protected and replanted within two calendar days and subsequently watered and fertilized. This work will be performed by the Project Shrub Arborist [tentatively, Piscataqua Landscaping (Dwane Staples)].
13. Special excavation requirements, including root pruning and/or canopy pruning, will apply when the work is within the canopy of a tree in Swasey Parkway. This root pruning and/or canopy pruning work will be performed by the Project Tree Arborist [tentatively, Valley Tree Service (Chris Bosch)].
14. Based on past experiences with construction projects in the Parkway damaging trees, the SPT are concerned that construction dewatering activities may encounter brackish groundwater in portions of the work. If groundwater is brackish, it shall be treated and disposed of in a manner that will not damage existing and undisturbed grass, bushes and trees.
15. For the Main Pump Station portion of Contract No. 3, temporary chain link fence (6-foot high) will be installed around the work zones. Gates shall be provided at appropriate locations as agreed upon by the PWD, SPT, Contractor and Engineer. Temporary construction entrances (gravel) will be constructed to access the Main Pump Station site. For the Force Main portion of Contract No. 3, temporary "orange" construction fence and silt fence will be installed around the work zones. Upon completion of the project, the temporary fences, silt fence, gates and access drives will be removed and the area will be restored to existing conditions.
16. Except as noted above, Contractor parking for construction-related vehicles shall be in close proximity to the respective work zones and shall be in the west travel lane (closed). These construction-related parking areas will be posted/ signed by the PWD.
17. Contractor shall restore all finish grades to match existing grades.
18. Contractor shall repair and test the irrigation system near the gazebo, if damage is incurred.
19. Contractor shall provide a minimum of 12-inches of loam/topsoil in all trenches. If more loam exists, Contractor shall match existing conditions. Loam/topsoil shall be screened to less than 1-inch nominal size.

**DOCUMENTATION OF UNDERSTANDING BETWEEN TOWN OF EXETER AND SWASEY
PARKWAY TRUSTEES**

Rev 21 June 2017

20. Contractor shall hydroseed all disturbed areas with a seed mix specified by the SPT.
21. Trees or shrubs that are damaged during construction will be replaced by plantings consistent with the Parkway drawings at the direction of the PWD and SPT. The Bidding Documents will require that the Contractor provide the PWD with \$25,000 to be put in an escrow account by the Town for 3 years. The purpose of the escrow account is to provide funds to replace trees, shrubs and lawn areas which are damaged by construction. Any unused escrow funds will be returned to the Contractor at the end of the escrow period. It is understood that this value is not intended to cover the replacement cost of all trees, shrubs and lawn items in the Parkway along the alignment, but rather to provide a substantial incentive to protect the existing flora in the Parkway in accordance with the Bidding Documents. . Any proposed use of the \$25,000 escrow account will be jointly agreed upon by the Exeter Selectboard and the Swasey Parkway Trustees after mutual discussion and agreement.
22. Plantings and granite wall work at Norris Brook will be restored to current conditions.
23. Ribbons were placed on certain trees and shrubs will remain (green) and which will tentatively be removed (red). These ribbons were placed on March 5, 2017 by SPT (Mark Damsell) for discussion by all parties. GPS coordinates of these ribbons were collected on April 7, 2017 by PWD/WP. These trees and shrubs are indicated on the plans. SPT intends to revisit the red ribbon trees in May 2017 in order to confirm the approach.
24. DPW will provide a small, permanent turn-around area in the vicinity of the SPT block shed, as shown on the Drawings, based on availability of project funds.
25. Contractor shall utilize the SPT sprinkler contractor to repair and test any damaged portions of the sprinkler system.
26. Contractor shall submit a comprehensive set of pre-construction photographs or videos in order to document existing conditions prior to construction.
27. It is understood that the Board of Selectmen retain the right to authorize additional road closures beyond those anticipated or described herein and to work with the SPT to reschedule events in the Parkway, if needed, in order to complete the work by October 2018 and to meet the schedule requirements of the Administrative Order on Consent.
28. The Board of Selectmen and Swasey Trustees shall meet on or about August, 2018 to discuss project progress and any items of interest to either party contained in this memorandum.
29. No additional events other than those attached to this memorandum shall be authorized, unless it is agreed upon by both parties that said events will not cause a disruption to the project schedule and road closure plan described herein.

DOCUMENTATION OF UNDERSTANDING BETWEEN TOWN OF EXETER AND SWASEY PARKWAY TRUSTEES

Rev 21 June 2017

AGREED TO ON THIS DAY: June 23, 2017

Jennifer Perry, PE, Director of Public Works Jennifer R Perry

Mark Damsell, Swasey Parkway Trustee Mark W. Damsell 6/26/2017

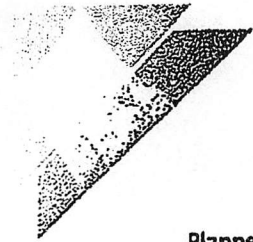
Gerry Hamel, Swasey Parkway Trustee Gerry Hamel

Florence Ruffner, Swasey Parkway Trustee Florence Ruffner 6/23/17

ACCEPTED:

Duly Authorized Representative Orville Cleaver

On behalf of the Board of Selectmen based on vote taken on JUNE 26, 2017



WP Read 3/28/2017

Swasey Parkway
2017

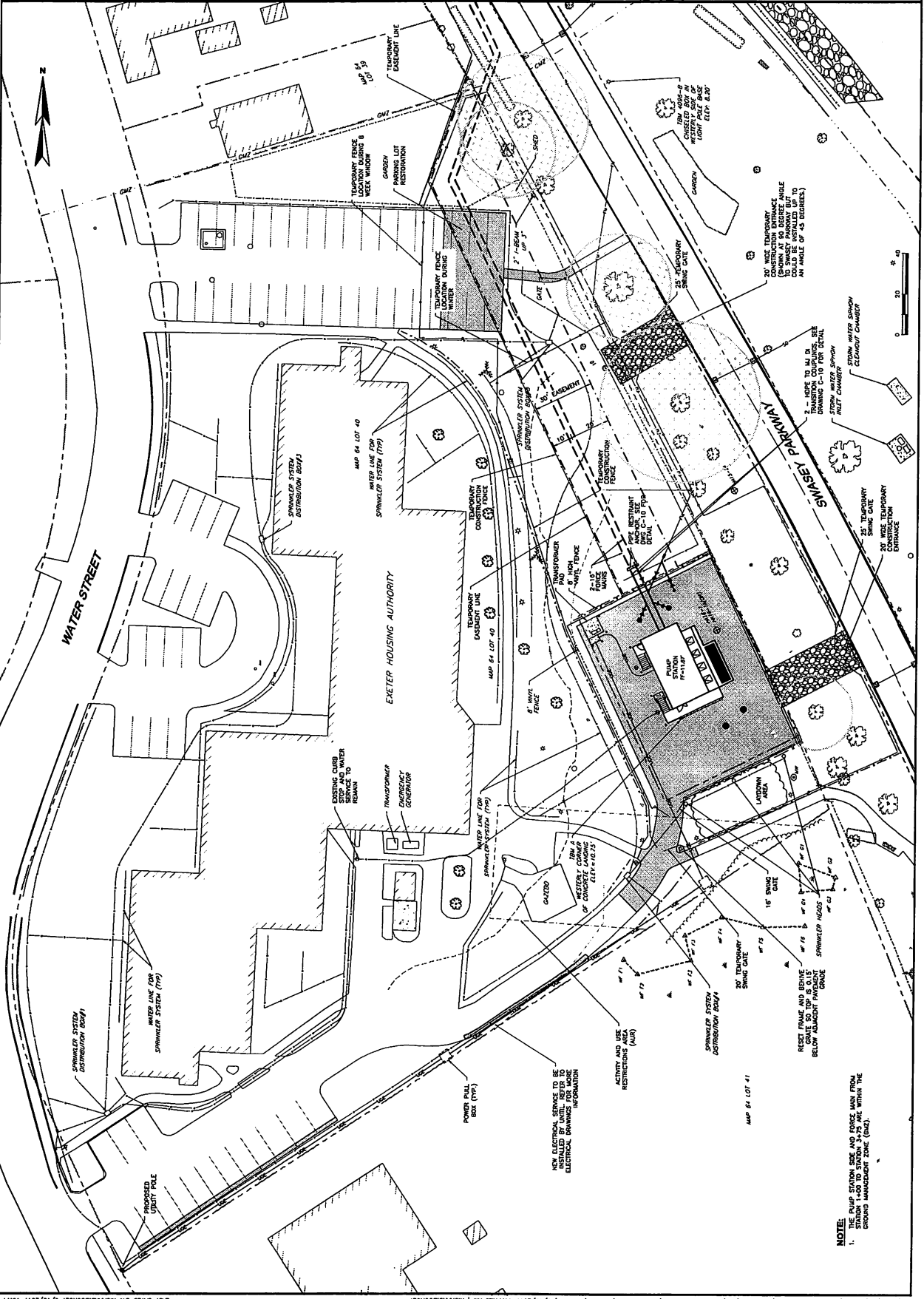
Planned events for 2017

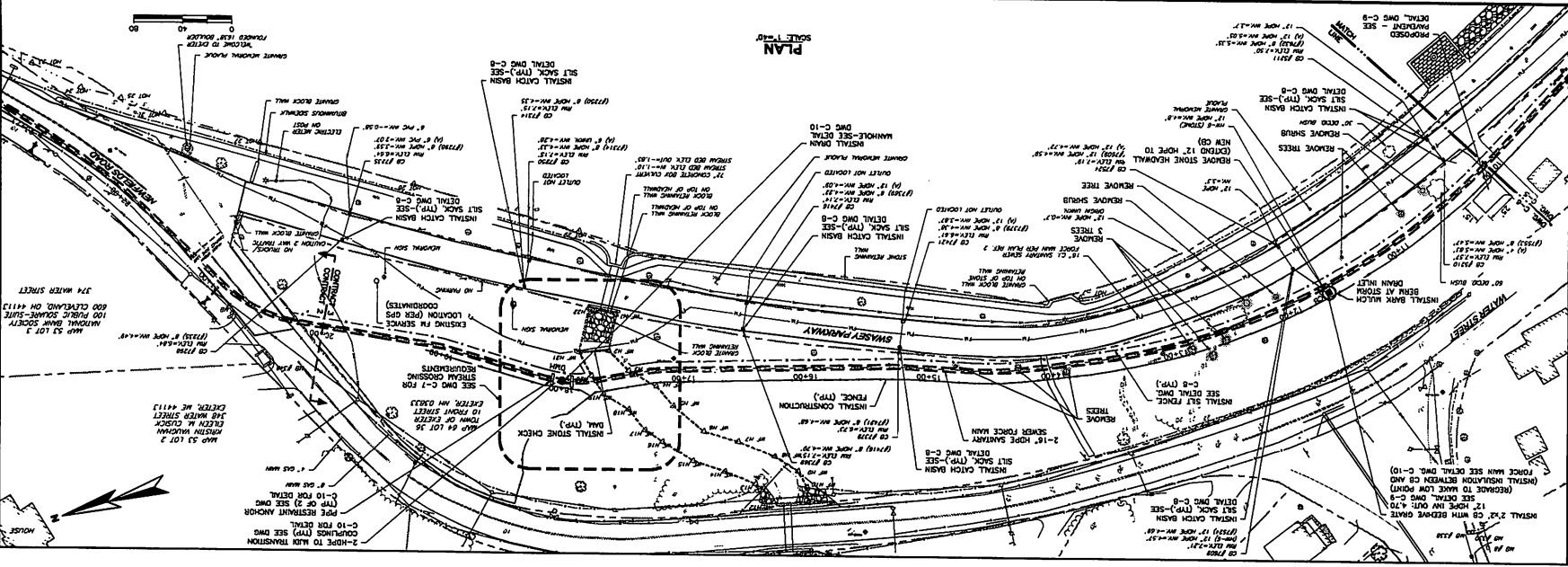
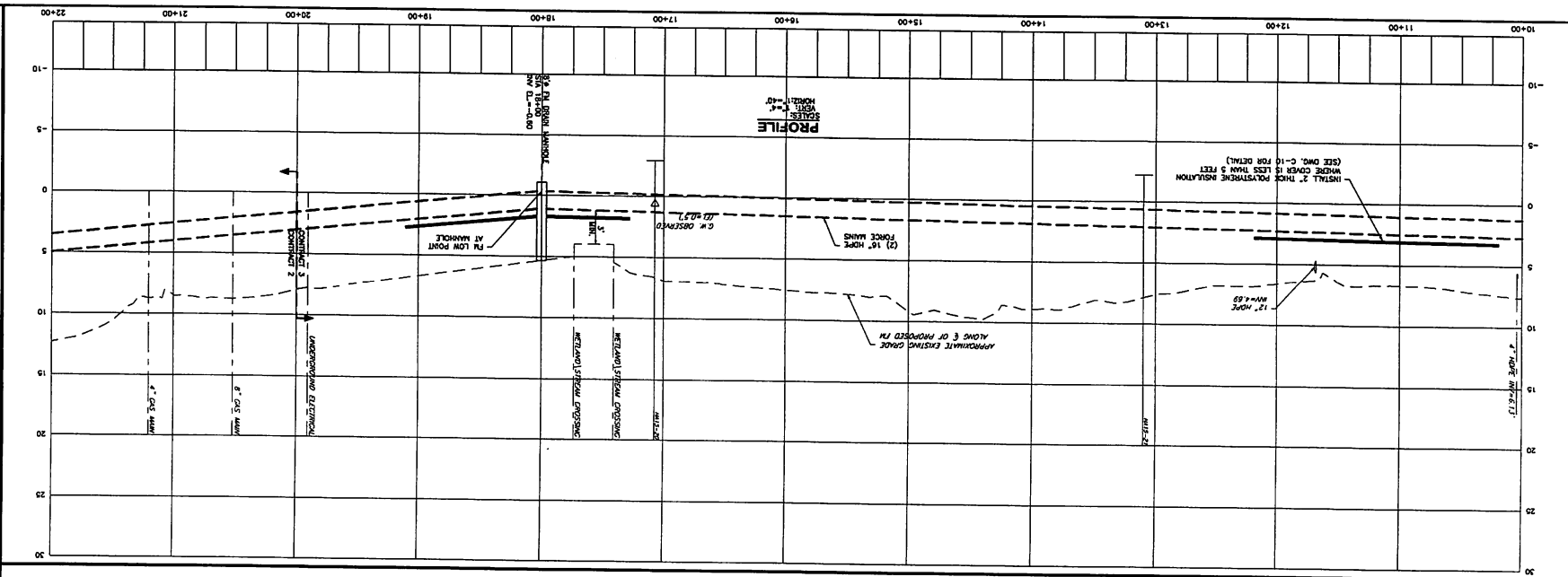
- | | | |
|---------------|--|--|
| April 17 | Easter Egg Hunt | |
| April 22 | Swag on Swasey | |
| May 4-Oct. 12 | Farmers market | (TH) every week, no traffic TH pm 1-5 pm |
| May 6 | Kids Day | |
| May 20 | Team Art and Music Festival | |
| May 27 | Swag on Swasey | |
| May 29 | Memorial Day Parade ceremony | |
| June 15 | Concert | |
| June 20 | Exeter Criterium booths (possible) | |
| June 22 | Concert | |
| June 22 - 25 | Exeter Summer Fest / Chamber of Commerce | |
| June 17 | Swag on Swasey | |
| June 29 | Concert | |
| July 6 | Concert | |
| July 15 | Concert | |
| July 14 - 15 | Independence Festival | |
| July 15 | Fireworks and Concert | |
| July 20 | Concert | |
| July 22 | Swag on Swasey | |
| July 27 | Concert and Movie | |
| August 3 | Movie Night | |
| August 10 | Movie Night | |
| August 17 | Movie Night | |
| August 19 | Swag on Swasey | |
| August 24 | Movie Night | |
| August 31 | Movie Night | |
| Sept. 16 | Swag on Swasey | |
| Oct. 7 | Powder Keg Festival | |
| Oct. 14 | Swag on Swasey | |
| Oct. 15 | Crop Walk | |
| Oct. 27 | Halloween Parade | |
| Dec. 1, 2, 3 | Ring in the Season | |
| | Tree lighting and luminaries | |
| | Parade and bon fire | |
| | Pooch Parade | |

EXETER, NEW HAMPSHIRE
 CONTRACT NO. 3
 MAIN PUMP STATION UPGRADES
 OVERALL LOT PLAN

WRIGHT-PERCE
 Engineering a Better Environment
 Offices Throughout New England
 888.621.8156 | www.wright-perce.com

NO	REVISIONS	DATE	BY	CHKD
1	ISSUED FOR BIDDING	6/15/2017	MM	MM
2	ISSUED FOR PERMITS	6/17/2017	MM	MM





<p>WRIGHT-PIERCE Engineering a Better Environment Office Throughout New England 888.621.8156 www.wright-pierce.com</p>	<p>EXTER. NEW HAMPSHIRE CONTRACT NO. 3 MAIN PUMP STATION UPGRADES</p>
	<p>DRAWING C-6</p>
<p>DATE: 6/18/2017 TIME: 8:45:55 AM BY: R\BROWNSHIRE CHECKED BY: R\BROWNSHIRE APPROVED BY: R\BROWNSHIRE PROJECT NO: 1263</p>	<p>SCALE: AS SHOWN DATE: 6/18/2017 TIME: 8:45:55 AM BY: R\BROWNSHIRE CHECKED BY: R\BROWNSHIRE APPROVED BY: R\BROWNSHIRE PROJECT NO: 1263</p>

Draft Minutes
Swasey Parkway Trustees
3/30/18

In attendance: Trustees Mark Damsell, Gerry Hamel, Florence Ruffner and Select board rep Anne Surman

Meeting called 8:15.

Trustee Hamel stated he needed to leave by 9:45.

First order of business was electing officers for year.

Trustee Hamel nominated Trustee Ruffner for chair. Trustee Damsell second.

Vote unanimous.

Trustee Ruffner nominated Trustee Hamel as scribe. Trustee Damsell second.

Vote unanimous.

Public Comment:

Dale Albert had concerns that the meeting was not posted in enough time to notify people. Trustee Hamel stated that all meetings have been posted in the proper time frame of 24 hours before meeting. Mr. Albert would like to see them earlier and see monthly meetings. Chair Ruffner agreed.

Motion made by Chair Ruffner to have monthly meetings. Second by Trustee Hamel.

Vote unanimous.

Mr. Albert would like to see meetings televised. Chair Ruffner agreed. Trustee Damsell and Trustee Hamel did not feel that they needed to be televised but did not see any problem if they were. Chair Ruffner will see about having meetings televised.

Motion was made by Chair Ruffner. Second by Trustee Hamel.

Vote unanimous.

Mr. Albert was also concerned about text and emails between Trustees. Dan Chartrand had same concern and stated it was a violation of 91A. Mr. Chartrand stated that due to the fact that there are only three Trustees that any text or email that is shared between two Trustees is considered a quorum and cannot be done. An example was read by Scott Ruffner where Trustee Hamel asked him in a text if he would be open to other dates for an event. Due to the other Trustees being copied, Mr. Chartrand said it was a violation of 91A.

Mr Albert was also concerned that Select Woman Surman has been a Select Board Rep to Swasey for the past few years and should be changed. Mr. Chartrand agreed and said Select Woman Surman was part of the problem with the "rot" with the Trustees.

A motion to keep Select Woman Surman as Select Board Rep was made by Trustee Hamel. Second by Trustee Damsell.

Vote. Trustee Damsell and Trustee Hamel in favor. Chair Ruffner against.

Scott Ruffner brought up issue of TEAM events on May 19 and September 22. The May 19th event was voted on last meeting with a vote of Trustee Hamel in favor with conditions, Trustee Damsell against and Chair Ruffner abstaining. Mr. Ruffner said the event that was well attended and good for the town

and would like another vote on the event. Similar comments were made by Molly Ruffner, Emma Grazier, Dale Albert, Sharon Harrison, Jim Favor, and Dan Chartrand.

Vote. Chair Ruffner in favor, Trustee Hamel in favor with condition that the construction company currently doing the project in the park would have ultimate decision on the May 19th event. The parkway will be closed due to loaming and seeding for the two weeks in the same time period in which the event was planned. If the company does not want the event to take place due to construction, the event will have to take place elsewhere. Trustee Damsell voting against.

This was agreed on by Mr. Ruffner.

Mr. Ruffner also wanted a vote on the September 22 event. Trustee Hamel said Swag on Swasey also requested the same date for an event. Last year was the first year for both events in Swasey Park. Both were successful. Trustee Hamel held off on the vote at the last meeting wanting to see if both events could come to a compromise for the 22th. He was also very concerned that the date on the Swag application was altered and changed from the 22nd to the 29th on a Google calendar produced by Chair Ruffner.

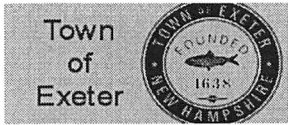
Vote on event was postponed till next meeting.

Trustee Hamel had to leave, as stated in the beginning of the meeting at 9:45

Chair Ruffner adjourned the meeting at 9:46

Respectfully submitted,

Trustee Gerry Hamel / Scribe



Russ Dean <rdean@exeternh.gov>

2018 calendar of applications

GERRY HAMEL <homerebuilder@comcast.net>

Sat, Feb 17, 2018 at 8:22 AM

Reply-To: GERRY HAMEL <homerebuilder@comcast.net>

To: Don Clement <dclement43@comcast.net>, Florence Ruffner <florence@ruffnerre.net>, annesurman3@gmail.com, Mark Damsell <mdamsell@comcast.net>, Russell Dean <rdean@exeternh.gov>

All,

For clarification, the list of events that you received have not yet been approved. We are waiting to hear from T Buck as to any problems with there schedule. The Memorial day parade is the only one that was approved due to T Buck not working on that day. Will have a single page that lists the application for Mondays meeting.

Mark will also go over the designated area that we have for events due to the construction.

Thanks

Gerry

[Quoted text hidden]

Florence C. Ruffner CRS
Owner/BrokerRuffner Real Estate LLC
185 Water Street
Exeter, NH 03833
Office: (603)-772-6675 x4
Cell: (603)-674-5440
florence@ruffnerre.net
www.ruffner-re.com

Swasey Parkway Calendar

Mar 2018 (Eastern Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

9 pm - Easter Egg Hunt

Swasey Parkway Calendar

Apr 2018 (Eastern Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28 Gam - Swing on Swasey
29	30	1	2	3 1 pm - Farmer's Market	4	5

Swasey Parkway Calendar

May 2018 (Eastern Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1	2	3 1pm - Farmer's Market	4	5
6	7	8	9	10 1pm - Farmer's Market	11	12
13	14	15	16	17 1pm - Farmer's Market	18	19 8am - TEAM - 2nd Annual
20	21	22	23	24 1pm - Farmer's Market	25	26 8am - Swag on Swasey
27	28 9:30am - Memorial Day	29	30	31 1pm - Farmer's Market	1	2

Swasey Parkway Calendar

Jun 2018 (Eastern Time)

Sum	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
	9:30am - Memorial Day			1pm - Farmer's Market		
3	4	5	6	7	8	9
				1pm - Farmer's Market		
10	11	12	13	14	15	16
				1pm - Farmer's Market 5pm - Exeter Parks & Rec		
17	18	19	20	21	22	23
				1pm - Farmer's Market 5pm - Exeter Parks & Rec		6am - Swag on Swasey 9am - NHSPCA SUP for
24	25	26	27	28	29	30
				1pm - Farmer's Market 5pm - Exeter Parks & Rec		

Swasey Parkway Calendar

Jul 2018 (Eastern Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5 1pm - Farmer's Market 5pm - Exeter Parks & Rec -	6	7
8	9	10	11	12 1pm - Farmer's Market 5pm - Exeter Parks & Rec -	13	14 9am - American
15	16	17	18	19 1pm - Farmer's Market 5pm - Exeter Parks & Rec -	20	21
22	23	24	25	26 1pm - Farmer's Market 5pm - Exeter Parks & Rec -	27	28 6am - Swag on Swasey
29	30	31	1	2 1pm - Farmer's Market	3	4

Swasey Parkway Calendar

Aug 2018 (Eastern Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

1pm - Farmer's Market

1pm - Farmer's Market

5pm - Exeter Parks & Rec

1pm - Farmer's Market

1pm - Farmer's Market

6am - Swag on Swasey

1pm - Farmer's Market

Swasey Parkway Calendar

Sep 2018 (Eastern Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

1pm - Farmer's Market

1pm - Farmer's Market

1pm - Farmer's Market

1pm - Farmer's Market

1pm - Farmer's Market

4pm - TEAM - Live Music

4pm - TEAM - Live Music

4pm - TEAM - Live Music

4pm - TEAM - Live Music

8am - TEAM - Equinox Fest

6am - Swag on Swassy

Exeter Parks & Rec - Set up for Powder Keg/Chill Fest

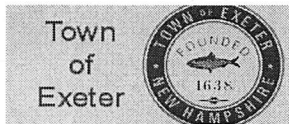
1pm - Farmer's Market

7am - Exeter Parks & Rec -

Swasey Parkway Calendar

Oct 2018 (Eastern Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	4	5	6
				Exeter Parks & Rec - Set up for Powder Keg/Chili Fest 1pm - Farmer's Market	Exeter Parks & Rec - Set up for Powder Keg/Chili Fest	7am - Exeter Parks & Rec -
7	8	9	10	11	12	13
Exeter Parks & Rec - Set up for Powder Keg/Chili Fest				1pm - Farmer's Market		8am - Swag on Swasey
14	15	16	17	18	19	20
12pm - Seacoast Area						
21	22	23	24	25	26	27
					3pm - Exeter Parks & Rec -	
28	29	30	31	1	2	3



Russ Dean <rdean@exeternh.gov>

Swasey Parkway update

Matt Berube <mberube@exeternh.gov>
To: Russ Dean <rdean@exeternh.gov>
Cc: Jennifer Perry <jperry@exeternh.gov>

Fri, Feb 16, 2018 at 11:57 AM

Hi Russ,

Update on Contract 3:

Parkway Site:

- The 12 week shutdown ends March 28, 2018; 4,000 linear feet of HDPE pipe has been installed to date (2,000 * 2 pipes= 4,000 feet); installation is going well and on schedule, maybe even a few days ahead of schedule
- Scheduled 2-week shutdown for spring cleanup of the parkway starts May 7th-18th: loam and seed the pipe installation trench

Main Pump Station Site:

- Excavation has begun to start hooking up by-pass pumping for the station flow next week (week of Feb 19th)
- Insertion valve has been installed to connect the new forcemains once they reach the Main Pump Station

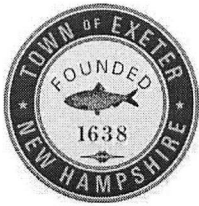
As long as the by-pass pumping is working and having no problems, demolition of Main Pump Station will begin in 2 weeks by removing the roof (week of March 5th).

That is what I have for an update right now. Let me know if you have any questions.

Thanks,
Matt

Matthew Berube
Acting Water & Sewer Managing Engineer
Department of Public Works
13 Newfields Road
Exeter, NH 03833
P) (603) 773-6157 ext. 167
F) (603) 772-1355

Notice the email change: mberube@exeternh.gov
Like us on Facebook!



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

DATE: April 6, 2018
TO: Russell J. Dean, Town Manager
CC: Jennifer Perry, P.E., Public Works Director
FROM: Jennifer Mates, P.E., Assistant Town Engineer
RE: Lincoln St Phase II Project
Construction Bid Alternatives

The Lincoln Street Phase II project was approved by the Town voters in March 2017. The warrant article was for \$2,802,000 for the design and construction of the sewer, drainage, and streetscape improvements on Lincoln Street, along with utility improvements on Tremont Street and Daniel Street that were designed in Phase I.

Through the design process and gathering feedback from stakeholders, the scope of the project was expanded to include several improvements that were not originally envisioned during the CIP process. The engineer's opinion of cost included the additional scope, including tree removal, lighting, school zone warning signs, raised intersection, concrete pavers, bollards, benches, bike racks, and landscaping.

CMA Engineers, Inc. (CMA) completed the design and the project was put out to bid on March 1, 2018. Although six contractors obtained the plans and specifications for the project, only one contractor submitted a bid. American Excavating (Derry, NH) submitted a bid for \$2,633,156.00 (corrected total after verifying the unit costs in the bid), which is \$183,156.00 over the construction budget of \$2,450,000.

Several factors could be attributed the lack of interest by more contractors, such as a large amount of public and private construction activity this year, contractors had already committed to a full workload for the season, and the complexity of the project which requires several subcontractors.

The Department of Public Works (DPW) and CMA reviewed the bid and have developed three possible options to move the project forward. See attached memo from CMA regarding the bid review.

Option A – Additional Funding

In 2017 per SB 38, NH Department of Transportation provided additional Highway Block Grants for all municipalities to use toward construction of municipally-owned transportation infrastructure. Exeter received \$254,066.33 to be used for construction and maintenance of roads and sidewalks. These funds could be used for the additional streetscape scope that was developed during the design process to cover the funding gap.

Option B – Reduce Scope

As described above, there are several elements of the project that were developed during the design and public meeting process. Although these items would enhance the street, they are not as critical for a complete and viable project. Several items can be modified or removed from the scope to fit within the available budget. Items removed from this scope could be incorporated into a future project. Potential modifications include:

- Sidewalk: change the sidewalk material from reinforced concrete to asphalt concrete from Front Street to Daniel Street on both sides.
- Bollards: change the LED-lit bollards to unlit bollards.
- Benches and bike racks: reuse benches and bike racks already owned by the Town until new ones can be purchased for this area.
- Lighting: install the underground conduit for future light pole installation in the plaza.
- Landscaping: the number of additional trees can be reduced.

If the Select Board chooses this option, DPW and CMA would discuss the modifications with American Excavating to determine if they are amenable to reducing scope without adjusting any other costs.

Option C – Rebid

The town could choose to put the project out to bid again in hopes of receiving several competitive bids. The project could be rebid as it is currently designed with modifications to the schedule, or the scope could be adjusted to include a base bid and bid alternates.

There are several factors to consider before rebidding the project, including but not limited to: new bids may be higher; no one may bid on the project; the construction schedule would certainly be expanded further into 2019 due to extra bidding time; a cost escalation of 3% is typical each year; and, additional engineering costs would be required to rebid. This option presents the most risk for the Town.

Conclusion

DPW recommends Option A, awarding the contract to American Excavating in the amount of \$2,633,156.00, for continuity and the entire project can be constructed as bid, including the amenities. DPW seeks approval of the contractor and bid unless the Select Board wishes to proceed otherwise.



April 6, 2018

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

Re: Lincoln Street Phase II Project
Bid Evaluation
CMA #1069

Dear Jen:

This letter summarizes our evaluation of the bid received for the Lincoln Street Phase II project. On March 27, 2018, the Town received one bid:

American Excavating Corporation: **\$2,626,428.00.**

American Excavating Corporation (American) is out of Derry, NH. We reviewed the bid and found two math errors:

1. Item 1.03 – 12" PVC SDR 35 Pipe was listed \$70,992.00 as the total price in the bid, but the calculation with the bid unit price equals \$77,720.00.
2. Item 7.07 – Obliterate Pavement Markings, 12" wide was listed \$110.00 as the total price in the bid, but the calculation with the bid unit price equals \$200.

The corrected bid total = **\$2,633,156.00.**

The bid received was higher than the Engineer's Estimate. The Engineer's Estimate was based on unit costs from recently bid projects and NHDOT average unit prices for state bid projects. The biggest discrepancies between the Engineer's Estimate and bid were:

1. Hardscape Materials and Raised Intersection
2. 6" PVC Sewer Service Pipe
3. Wood Benches at the Gateway Plaza
4. Concrete Sidewalk
5. Concrete Handicap Ramps

CMA Engineers has discussed with the Town options to move the project forward, including options to increase project funding; re-bid the project; or negotiate the contract with American to reconfigure items (for example, bituminous sidewalk) and/or remove some of the higher price items that could either be deleted from the project or purchased and installed by Town forces (for example, the wood benches).

CMA Engineers has reached out to other plan holders that did not bid the project. Their reasons for not bidding was because they were busy preparing other bids or they were overcommitted with other work. Most of the contractors said they would consider bidding if the project was re-bid. Despite this affirmation from potential bidders, the original bid was well advertised, and competitive bids are less likely as we progress into the current construction season.

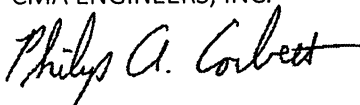
CMA Engineers has experience with American, having administered construction and provided resident services on previous projects. On these projects, American performed well and in full conformance with the contract documents. American has the requisite experience to complete the work.

We understand the Town is continuing to review these options and will discuss with the Select Board. We will support these efforts as helpful, including meeting with the bidder to discuss potential contract negotiations.

Should you have any questions, please do not hesitate to call.

Very truly yours,

CMA ENGINEERS, INC.



Philip A. Corbett, P.E.

Project Manager

PAC

Enclosure



TOWN OF EXETER, NEW HAMPSHIRE

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

www.Exeternh.gov

TOWN OF EXETER MEMORANDUM

TO: Select Board

CC: Russ Dean, Town Manager

FROM: Greg Bisson, Acting Director of Parks and Recreation

RE: Recreation Advisory Board

DATE: 04/09/2018

Exeter Parks and Recreation would like to re-establish the Recreation Advisory Board. This board would great further transparency and communication with the community. Attached is the Mission Statement, Charge and Membership/Terms. I currently have 13 applicants interesting in serving on this advisory board.

Respectfully Yours

Greg Bisson
Acting Director
Exeter Parks and Recreation



TOWN OF EXETER, NEW HAMPSHIRE

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

www.Exeternh.gov

Mission Statement:

The Recreation Advisory Board's role is to promote a vibrant, sustainable Recreation Department by providing ongoing support and recommendations to the Parks and Recreation Director, responding to the needs of the community, promoting collaboration, and by fostering a culture of service to all community members both youth and adults of all ages.

Charge of Board:

The charge of the Exeter Recreation Advisory Board is to work with the Parks and Recreation Director, Town Manager and Select Board to plan and implement a wide range of civic, cultural and recreational opportunities for all residents of Exeter.

Study the general recreational development in the Town of Exeter and advise and recommend to the Parks and Recreation Director as to such items which would result in a general improvement of the entire recreational system.

Study the entire general recreational programming of the Town of Exeter and recommend to the Parks and Recreation Director such additions or deletions that should result in an improved recreational program.

Aid and assist the Parks and Recreation Director in the formulation of future plans, facilities and programs for the ultimate benefit of all users of
Study and recommend methods for financing proposed recreation developments.

Membership and Term:

The Recreation Advisory Board (RAB) shall consist of the following members appointed by the Board of Selectmen:

One Select Board Member-Non Voting

7 At-Large Members (appointed by the Select Board)-Voting

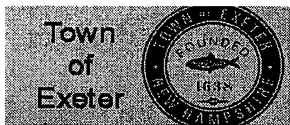
2 Alternates (appointed by the Select Board)-Only votes when a quorum is needed.

Chair, Vice Chair and Secretary will be determined on by the advisory board on a yearly bases.

Volunteer applications for RAB positions must be submitted to the Select board for consideration. Members will be selected based on their willingness and desire to serve the community and sincerely embrace the Mission and Charge of the RAB. Terms will be no longer than two- three years terms.

2018 Re-Appointments

Committee	Name	Position	Current Term	New Term	Interest
Conservation Commission	Bill Campbell	Voting	4/18	4/21	Yes
	Virginia Raub	Voting	4/18	4/21	Yes
	Marie Richey	Voting	4/18	4/21	
	David Short	Alternate	4/18	4/21	Yes
	Sally Ward	Alternate	4/18	4/21	Yes
	Vacant	Alternate	4/18	4/21	
	Vacant	Alternate	4/19		
Exeter Arts Committee	Darius Thompson	Voting	4/18	4/21	Yes
	Irene Graham Hall	Voting	4/18	4/21	Yes
	John Moynihan	Voting	4/18	4/21	
	Vacant	Voting	4/19		
Exeter Economic Development Commission	Lizabeth MacDonald	Voting	4/18	4/21	No
	Chris Surette	Voting	4/18	4/21	No
	Brian Lortie	Voting	4/18	4/21	No
Heritage Commission	John Merkle	Voting	4/18	4/21	Yes
	Vacant	Alternate	4/18	4/21	
	Vacant	Alternate	4/19		
	Vacant	Alternate	4/19		
	Vacant	Alternate	4/20		
	Vacant	Alternate	4/20		
Historic District Commission	Pam Gjetum	Voting	4/18	4/21	Yes
	Vacant	Alternate	4/18	4/21	
	Vacant	Alternate	4/19		
	Vacant	Alternate	4/20		
	Vacant	Alternate	4/20		
Housing Authority	Vern Sherman	Voting	4/18	4/23	Yes
Planning Board	Pete Cameron	Voting	4/18	4/21	Yes
	Katherine Woolhouse	Voting	4/18	4/21	Yes
	Nicholas Gray	Alternate	4/18	4/21	Yes
River Advisory Committee	Richard Huber	Voting	4/18	4/21	Yes
	Vacant	Voting	4/18	4/21	
Rockingham Planning Commission	Gwen English	Voting	4/18	4/22	Yes
Zoning Board of Adjustment	Robert Prior	Voting	4/18	4/21	Yes
	Vacant	Voting	4/18	4/21	
	Hank Ouimet	Alternate	4/18	4/21	
	Joanne Petito	Alternate	4/18	4/21	Yes
	Vacant	Alternate	4/19		
	Vacant	Alternate	4/20		
Water and Sewer Advisory Committee	Kelly Warner	Voting	4/18	4/21	Yes
	Bob Kelly	Voting	4/18	4/21	Yes



Russ Dean <rdean@exeternh.gov>

Article 27

2 messages

Russ Dean <rdean@exeternh.gov>
To: Walter Mitchell <walter@mitchellmunigroup.com>

Tue, Mar 27, 2018 at 9:20 AM

Hi Walter,

I need you to relook at this article as it was approved by the voters at the Town Meeting second session.

What we need to know is whether it is all binding, partially binding, and what flexibility the Select Board has in implementation, if any.

Keep in mind this article was very controversial here locally so a thorough review is warranted.

Should we also contact NHDRA to review it - since it is a citizen's petition they may not weigh in, and should we do that first before you do your review.

Thank you,

Russ

http://exeternh.gov/sites/default/files/fileattachments/town_clerk/page/40879/2018_ballot_results.pdf

Walter Mitchell <walter@mitchellmunigroup.com>
To: Russ Dean <rdean@exeternh.gov>

Wed, Mar 28, 2018 at 11:35 AM

Hi Russ – The approval of Article 27 at the town meeting voting served to adopt the provisions of RSA 32:5, V-b.

That result was fully accomplished by the first sentence of the article; therefore, your question is – in effect – what is the impact, if any, of the rest of the language in the article?

I am not sure what the purpose was in adding the additional language. Perhaps the writer was just trying to explain how the process would work (to his or her understanding) if the statute was adopted. Perhaps the writer just couldn't resist the temptation to add more verbiage. Or, perhaps, the writer was attempting to substitute his/her ideas of how the process should be handled for the authority and flexibility that the Legislature chose to delegate to the Selectmen when it approved the statutory language.

In the situation where voters choose to adopt the statute, the Legislature granted to the BOS the discretion to decide how the required tax impact was to be determined, and stated. The Legislature gave to the voters the choice of either adopting the statute, or not. It did not grant additional authority to take the Legislature's general idea and then change or restrict the selectmen's discretion that the Legislature, in its wisdom, decided should be part of the process.

As a practical matter, the second, fourth and fifth sentences of that middle paragraph of the article merely describe what the statute (or a common sense application of the statute) requires. But the second sentence goes well beyond

what the statute requires, and therefore is not binding on the BOS.

Please let us know if there are further questions.

Walter

Walter L. Mitchell

Mitchell Municipal Group, P.A.

25 Beacon Street East

Laconia, NH 03246

(603) 524-3885

walter@mitchellmunigroup.com



From: Russ Dean [mailto:rdean@exeternh.gov]
Sent: Tuesday, March 27, 2018 9:20 AM
To: Walter Mitchell
Subject: Article 27

Hi Walter,

I need you to relook at this article as it was approved by the voters at the Town Meeting second session.

What we need to know is whether it is all binding, partially binding, and what flexibility the Select Board has in implementation, if any.

Keep in mind this article was very controversial here locally so a thorough review is warranted.

Should we also contact NHDRA to review it - since it is a citizen's petition they may not weigh in, and should we do that first before you do your review.

Thank you,

Russ

http://exeternh.gov/sites/default/files/fileattachments/town_clerk/page/40879/2018_ballot_results.pdf

List for Select Board meeting April 9, 2018

Yield Tax

Map/Lot	Location	Amount
5/2	Beech Hill Road	1,600.61

Veterans Credit

Map/Lot	Location	Amount
95/64/321	52 Hilton Ave	500.00
79/25	2 Runawit Road	500.00

Elderly Exemption

Map/Lot	Location	Amount
95/64/356	16 Sumac St	152,251
87/8/C-23	40 Hampton Rd C-23	152,251
73/130	187B Front St	152,251
63/28	12 Whitley Road	183,751
70/84	192 High Street	152,251
95/88	17 Gary Lane	183,751
32/12/16	20 Beech Hill Road Lot 16	152,251
104/79/132A	132A Robinhood Dr	183,751
95/64/90	4 Alder Street	152,251
73/68/1	11A Carroll Street	236,251
81/5	5 Scammon Lane	183,751
95/64/198	2 Plum Street	152,251
95/64/268	34 Alder St	236,251
72/108	33 South St	152,251
65/8	10 Douglass Way	183,751
65/58	23 Haven Ln	236,251
95/64/376	11 Juniper St	183,751
63/220	9 Oak St	236,251
71/30	25 Auburn St	152,251
104/79/207	207 Robin Hood Dr	183,751
95/64/206	7 Pecan Street	236,251
64/105/1A	1A Hayes MH Pk	236,251

Map/Lot	Location	Amount
80/6/36	12 Liberty Lane	236,251
104/81/1	103 Linden St	236,251
104/79/802	802 Nottingham Dr	236,251
74/10	16 Cottage St	121,350
73/125	15 Washington St	109,500
104/79/232	232 Robinhood Dr	152,251
104/79/138	138 Robinhood Dr	236,251
65/75	11 Jady Hill Cir	236,251
73/69	9 Carroll Street	236,251
104/37	151 Court St	236,251
64/105/48	48 Hayes MH Pk	236,251
64/105/6	6 Hayes MH Pk	152,251
73/201	25 Kossuth At	152,251
104/79/1001	1001 Camelot Dr	152,251
68/6/147	1 Sterling Hill Ln 147	236,251
95/64/286	65 Hilton Ave	152,251
70/126	3 Ridgewood Ter	183,751
32/12/17	17 Beech Hill MH PK	236,251
95/64/170	10 Lilac St	183,751
63/102/21	2 Brookside Dr u9	236,251
104/79/123	123 Robinhood Dr	152,251

50%
multifamily

Disabililty Exemption

Map/Lot	Location	Amount
65/124/27	105 Portsmouth Ave #27	125,000
95/64/349	4 Sumac Street	125,000
90/11	29 Ashbrook Road	125,000
95/64/347	53 Alder Street	125,000
95/64/298	45 Hilton Ave	125,000
104/79/1004	1004 Camelot Dr	125,000
95/64/77	3 Wanda Lane	125,000
103/13/17	17 Joanne Ct	125,000
64/105/97	97 Hayes MH Pk	125,000
65/82	8 Jady Hill Cir	125,000
103/13/1	1 Deep Meadow	125,000
65/1	14 Douglass Way	125,000
51/6	6 Stoney Brook Lane	125,000
63/102/59	5 Brookside Dr #11	125,000

Map/Lot	Location	Amount
95/64/57	4 Poplar St%	125,000

Discretionary Preservation Easement

Map/Lot	Location
62/57	44 Brentwood Road

Abatement Settlement

Map/Lot	Location	Amount
48/5	22 Industrial Dr	6385.00
		6560.00
		6692.50

2015
2016
2017



Application for Event Use of Town Facility

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

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

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

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

Representative:

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

Organization:

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

Reservation Details:

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

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested in writing.

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps.

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

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

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

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

Applicant signature: [Signature] Date: 4-5-18

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 Town Hall Facility Use

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

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

Representative Information:

Name: Karen Desrosiers Address: 41 Washington Street

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

Email: kdesrosiers@ttlc.net Date of Application: 4/6/18

Organization Information:

Name: Exeter Arts Committee Address: _____

Town/State/Zip: _____ Phone: _____

Reservation Information:

Type of Event/Meeting: Exeter Literary Festival Date: 4/6 and 4/7/2019

Times of Event: 8 am - 6 pm Times needed for set-up/clean-up: hour before and after

of tables: _____ # of chairs: _____

List materials being used for this event: _____

Will food/beverages be served? No Description: _____

Requirements:

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


Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer or room on the right of the foyer, the electrical outlet cannot exceed 20 amps.

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

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additionally insured.

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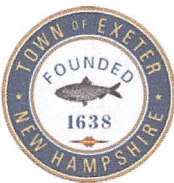
Applicant signature:  Date: 4/6/18

Authorized by the Select Board /Designee: _____ Date: _____

Office Use Only:

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

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



Application for Town Hall Facility Use

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

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

Representative Information:

Name: JENN BRACKET Address: 22 FOREST ST
Town/State/Zip: EXETER, N.H. 03833 Phone: 603-778 7173
Email: exeterises@gmail.com Date of Application: APRIL 2, 2018

Organization Information:

Name: EXETER RISES Address: 104 EPPING RD, EXETER, N.H
Town/State/Zip: 03833 Phone: 603-828 5841

Reservation Information:

Type of Event/Meeting: TOWN HALL FORUM
STUDENT-LED FORUM ON GUN VIOLENCE Date: 4/13/18
Times of Event: 6-9 PM Times needed for set-up/clean-up: INCLUSIVE
of tables: — # of chairs: —
List materials being used for this event: —
Will food/beverages be served? No Description: _____

Requirements:

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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).

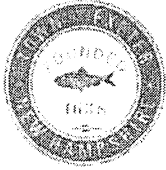
Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature:  Date: 4/2/18

Authorized by the Select Board/Designee: _____ Date: _____

Office Use Only:

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



Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: sniffle@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: Gloria Everett Address: 5 sloans brook dr
Town/State/Zip: exeter NH 03833 Phone: 781-608-4988
Email: tayber30@yahoo.com Date of Application: 4/4/2018

Organization Information:

Name: Extreme Air of NH Address: PO Box 384
Town/State/Zip: PO Box 384 Newmarket NH Phone: 781-608-4988

Reservation Information:

Type of Event/Meeting: Jump Rope Practice Date: April 24 and 26th
Times of Event: 5-8 pm Times needed for set-up/clean-up: none
of tables: none # of chairs: none
List materials being used for this event: jump ropes
Will food/beverages be served? no Description: _____

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: Gloria Everett Date: 4/4/2018

Authorized by the Select Board/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 Select Board's adopted fees as non-waivable.

Organization: Extreme Air of NH Phone: 781 608 4988
Address: PO Box 384 Town: Newmarket State: NH Zip: _____
Website: extremear NH org
Type of Business: Government Non-profit For-profit Other: _____
Representative: Dave Trumble / Gloria Everett Phone: 781 608 4988
Address: 5 Slows Brook Dr Town: Exeter State: NH Zip: 03833
Email: taxbet30@yahoo.com
Brief Description of Events: jump rope practice

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 Select Board policies will be followed during and after the event.

Representative's Signature: Gloria Everett Date: 7/4/18

Select Board Approval Designee: _____ Meeting Date: _____



Extreme Air of New Hampshire

PO Box 384 • Newmarket, NH 03857-0384

www.ExtremeAirNH.org

Greetings,

Extreme Air of NH is the only nationally competitive jump rope team in the USA Jump Rope league from the state of New Hampshire. The team was formed in the fall of 2003 to provide an opportunity for exceptional young jump rope athletes from New Hampshire to compete in regional and national competitions. We also perform and conduct workshops in our local communities in an effort to promote a healthy lifestyle by motivating and educating people of all ages and backgrounds to become physically fit through the sport of jump rope.

Our team roster this year includes 26 athletes aged eight to eighteen from several communities within the extended Seacoast area of New Hampshire. Many members of the team have placed in the top ten in both regional and national competitions. ***This year's regional competition will be held on March 28th, 2015 in Cape Cod, MA and our national competition will be June 29th-July 2nd, 2015 in Orlando, FL.***

The team has the talent, the commitment and the energy to be competitive at the national level. As an organization, we depend upon the generosity of our friends and supporters in our area to help fund team expenses, secure training facilities and equipment, and ensure that all of our athletes can train and compete regardless of their financial situation.

There are two ways for you to assist Extreme Air of New Hampshire:

- Donations of items and services from local businesses to feature on our annual Spring Calendar Raffle or during our popular annual "Friends & Family Night" event in May.
- Financial donation from your business to help with team expenses.

Thank you in advance for your time and consideration. It is through the generous sponsorship by businesses such as yours that these hard working and talented athletes are able to realize their goals of competing at a national level. All donations are greatly appreciated. Extreme Air of New Hampshire is a tax-exempt 501(c)(3) [#02-0707118] nonprofit organization. If we can provide you with any additional information, please contact: Susan Fraser, Team Board President, or Christine Collins, Fundraising, at ExtremeAirNH@gmail.com

For more information about the team, please visit our website at www.ExtremeAirNH.org.

Like us on Facebook Extreme Air of NH.

Thank you for your support.

Sincerely,

Extreme Air of New Hampshire

**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 Select Board's adopted fees as non-waivable.

Organization: Exeter Rises (in conjunction with EHS students) Phone: 603-828-5841
Address: 104 Epping Street Town: Exeter State: NH Zip: 03833

Website: _____

Type of Business: Government Non-profit For-profit Other: Club/Citizen Group

Representative: Enna Grazier Phone: 6178170698

Address: 8 Warren Ave. Town: Exeter State: NH Zip: 03833

Email: exeterrises@gmail.com enna_grazier@yahoo.com

Brief Description of Events: A panel discussion for the greater Exeter/SAU-16 community about gun violence in our schools and other public spaces.

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 Select Board policies will be followed during and after the event.

Representative's Signature:  Date: 4/3/2018

Select Board Approval Designee: _____ Meeting Date: _____



6. TURKEY MOUNTAIN NATURE PRESERVE

Yorktown, N.Y.

This short hike delivers some of the best views of the Palisades from the summit of Turkey Mountain. Begin the loop on the blue-blazed trail from the Turkey Mountain Nature Preserve parking lot. Wind your way up to the summit and an open grassy area that provides sweeping views of Croton Reservoir, High Tor, and Hook Mountain across the Hudson River and Bear Mountain beyond it. The Palisades are composed of diabase, a volcanic rock that squeezed through cracks in sedimentary layers 200 million years ago. They have resisted erosion and now rise 300 to 540 feet above the Hudson. From the summit, follow the white blazes, then green, then white again to return to the parking area.

DISTANCE: 1.8-MILE LOOP

INFO: AMC'S BEST DAY HIKES NEAR NEW YORK CITY (AMC BOOKS); TOWNLINK.COM

7. NOLDE FOREST ENVIRONMENTAL EDUCATION CENTER

Reading, Pa.

Pennsylvania's first environmental education center, this 665-acre property contains portions of a formation created around the same time as the Palisades. Beneath thick forest, the red shale and sandstone common to this area is interrupted by sharp outcroppings of diabase. Pushed up under the sandstone and shale, this dark gray stone was eventually exposed as softer soils eroded around it. The effect is sudden jumbles of bare rock scattered throughout the thick undergrowth of the forest. Follow Boulevard Trail to see the most prominent of these diabase outcrops rising 15 feet in the air.

DISTANCE: 8-MILE LOOP

INFO: AMC'S BEST DAY HIKES NEAR PHILADELPHIA (AMC BOOKS); DCNR.STATE.PA.US

CONTRIBUTORS

Robert Buchsbaum, Daniel Case, Susan Charkes, Mike Dickerman, Beth Homicz, Peter W. Kick, Carey M. Kish, René Laubach, Stephen Mauro, Charles W.G. Smith, Steven D. Smith

▲ Hill-sized rock formations give Bartholomew's Cobble its name.

8. POTOMAC GORGE

McLean, Md.

Potomac Gorge features a series of dramatic waterfalls and rapids carved by the Potomac River over this area's metamorphic bedrock. Today the river channel is 40 to 75 feet below the lip of the gorge, but this erosion took place over millions of years. Visitors will see the carving force of the water in the smooth rock underfoot and in the round boulders along the ancient riverbed. From within the Chesapeake & Ohio Canal National Historical Park, on the Maryland side of the river, take Gold Mine Loop, Valley Trail, and Billy Goat Trail into and out of the gorge by way of sloping cliffs and jumbled boulders. This hike features wide-ranging terrain, so be prepared for some rock scrambling.

DISTANCE: 8.2-MILE LOOP

INFO: AMC'S BEST DAY HIKES NEAR WASHINGTON, D.C., 2ND ED. (AMC BOOKS); NPS.ORG

ROCKY ROUTES: 8 GEOLOGY HIKES

BY || EMILY BISHOP

The natural scenery of the Northeast and Mid-Atlantic reveals a dramatic geological history, shaped over centuries by glaciers and volcanoes. For the observant hiker, clues as small as a pebble or as large as a mountainside can teach us about the landscape and its formation. Look for those telltale signs—and enjoy the hiking—in these eight unique spots.

1. HORSE MOUNTAIN

Baxter State Park, Maine

Horse Mountain's volcanic cliffs are part of the Traveler Rhyolite formation. An expansive sheet of ash filled the crater of an active volcano more than 400 million years ago, hardening into the erosion-resistant rock visible today. Softer soil has since washed away, leaving Horse Mountain's cliffs exposed. A distinctive feature of Baxter State Park, the formation is named for its highest peak, Traveler Mountain. This hike begins off Route 159, past the Matagamon Gatehouse on the northeastern edge of Baxter. Follow Horse Mountain Trail as it climbs 1.4 miles to the summit. A spur trail to the east of the summit leads to a scenic overlook.

DISTANCE: 3 MILES ROUND TRIP
INFO: BAXTERSTATEPARKAUTHORITY.COM; MAINE MOUNTAIN GUIDE, 10TH ED. (AMC BOOKS)

2. THE BASIN

Evans Notch, N.H.

This hike affords excellent views of a glacial cirque, a bowl-shaped ravine scooped out by a glacier. By way of Basin Trail from the Wild River Campground, follow Blue

Brook for just over 1 mile then ascend to Basin Rim, where the valley, Basin Pond, and a series of impressive cliffs extend out from the overlook. Formed during the last ice age, this east-facing cirque showcases the shaping power of ice and snow, as the contours reveal the path the glacier once traveled. You can turn around at Basin Rim or descend to Basin Pond to extend your hike another 1.5 miles.

DISTANCE: 4.6 MILES ROUND TRIP
INFO: AMC'S BEST DAY HIKES IN THE WHITE MOUNTAINS, 3RD ED. (AMC BOOKS); WHITE MOUNTAIN GUIDE, 29TH ED. (AMC BOOKS); WMGONLINE.ORG

3. BARTHOLOMEW'S COBBLE RESERVATION

Sheffield, Mass.

Approximately 500 million years ago, shifting continental plates pushed sedimentary layers of marble and quartzite to the surface in western Massachusetts. These cobble conglomerates comprise gravel and stone cemented by silt. Follow Eaton Trail from the visitor center to examine the hill-sized formations up close. The soils produced by this mix of rock has led to tremendous biodiversity in the surrounding forest. Turn onto Bailey Trail and then Spero Trail to reach the banks of the Housatonic River, where you can see how the water has cut through the soft layers of marble and quartzite. Head west toward Hulbert's Hill to enjoy its view of Mount Everett and the southern Taconic Mountains. Finally, take Woods Road to complete the loop.

DISTANCE: 3.2-MILE LOOP
INFO: AMC'S BEST DAY HIKES IN THE BERKSHIRES, 2ND ED. (AMC BOOKS); THETRUSTEES.ORG

ONLINE

Find hundreds of additional trip ideas throughout the Northeast and Mid-Atlantic at outdoors.org/getout.

4. EAST MCLEAN GAME REFUGE Granby, Conn.

Millions of years ago, shifting continents forced molten rock through fissures in Earth's crust. One string of ridges that arose in north-central Connecticut is now called the Barn Door Hills. A hike through East McLean offers an up-close look at how this igneous basaltic traprock shrank and cracked into hexagonal columns as it cooled. Look for jumbled, red-brown basalt in the woods past Trout Pond and distinctive geometric cliffs as you climb Stony Hill and East Barn Door Hill. Trails are unnamed, but maps are available in the parking lot.

DISTANCE: 3.5-MILE LOOP
INFO: AMC'S BEST DAY HIKES IN CONNECTICUT (AMC BOOKS); MCLEANGAMEREFUGE.ORG

5. MILLBROOK MOUNTAIN New Paltz, N.Y.

The Wisconsin Ice Sheet sliced Millbrook Mountain in half 100,000 years ago. Today the view from its cliffs looks down to the crumbled remains of the mountain's other half, lying in the valley below. Park at the West Trapps lot and cross the bridge to Millbrook Ridge Trail. You'll pass over Gertrude's Nose, a long plateau of white conglomerate cap rock native to the Shawangunks region. Deep fractures in the plateau reach far into the cliffs, forming narrow crevasses, so proceed with caution—especially if there's snow on the ground. Complete the loop by way of Coxing Trail and Trapps Road.

DISTANCE: 9.5-MILE LOOP
INFO: AMC'S BEST DAY HIKES IN THE CATSKILLS & HUDSON VALLEY, 3RD ED. (AMC BOOKS); MOHONKPRESERVE.ORG



27 Hampton Road
Exeter, NH 03833
603-658-8448
Fax 603-658-8447
SeacoastFamilyPromise.org
director@seacoastfamilypromise.org

January 2018

Dear Enna & Matt,

In the spirit of the holidays, you reached out to help make the season special for the families of Seacoast Family Promise. You understand the struggles of the working poor when it comes to budgeting gifts, food and other holiday expenses, and your kindness and generosity allowed us to serve over 40 families. That translates into over 200 people!

The families you helped support have all been in touch, sharing their excitement and their gratitude. Former guest Jen said of the generosity she received, "Thank you for making our holidays extra special, we appreciate each and every one of you!"

Thank you for being a part of the SFP family, and for making the holidays special for our families with your Holiday 2017 in-kind donation valued at \$50!

Wishing you and yours a wonderful New Year filled with good health and happiness!

Pati Frew-Waters
Executive Director

Thank you so much!

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager
RE: String Bridge Water-Sewer Costs
DATE: April 6, 2018

As part of the final reconciliation of the String Bridge project, Finance has prepared a document that shows the water and sewer portion broken out. These pieces are not part of the reimbursable portion of the project.

I would respectfully request authorization that the two amounts, \$40,149.49 water, and \$9,274.90 sewer, be paid from water and sewer reserves. This will lower the amount requiring bonding from \$380,242.49 to \$330,818.10. Thank you.

Town of Exeter
String Bridge Project Reconciliation
As of March 28, 2018

Dates	Revenue	Actuals Per Books	Participating Costs	**Non Participating Costs	Variance
7/12/2016	NHDOT Reimbursement #1	380,893.60			380,893.60
2/22/2017	NHDOT Reimbursement #2	152,299.84			152,299.84
TBD	NHDOT Reimbursement #3	413,270.75			413,270.75
	NHDOT Grant- String Bridge	946,464.19	-		946,464.19
Expenses					
Hoyle Tanner	GFCP-String Bridge- Engineer	289,784.74	99,409.94		190,374.80
Misc.	GFCP-String Bridge- Admin	1,855.58		1,855.58	1,855.58
Hoyle Tanner	GFCP-String Bridge- Design		190,374.80		(190,374.80)
RM Piper	GFCP-String Bridge-Constructi	1,035,066.36	890,976.02	144,090.34	-
	Total String Bridge Costs	1,326,706.68	1,180,760.76	145,945.92	1,855.58
	Less: Reimbursements	(946,464.19)			
	Balance	380,242.49			
	Less: Water Component	(40,149.49)			
	Less : Sewer Component	(9,274.90)			
	Amount to be Bonded	\$ 330,818.10			

Last Payment Not Received Yet

**Non-participating costs are not reimbursable by NHDOT

LEGISLATIVE BULLETIN

Work Session Wednesday on Town Meeting Bill

The House Election Law Committee has scheduled a full-committee work session on **SB 438**, the bill dealing with postponement of town elections. As we reported last week, many local officials testified against the bill at the committee hearing, with almost everyone urging the committee to preserve the moderator's authority to postpone either or both sessions of the town meeting when there is an emergency.

We also noted that the Deputy Secretary of State seemed to acknowledge at the hearing that for something less than a "statewide event," it may be appropriate to let local officials make the decision to postpone, so long as there is a clear, uniform process for doing so. We hope this suggests some movement toward a compromise. We are working on an amendment that would give state officials a role when there is a statewide emergency, but otherwise would preserve the moderator's authority.

The work session is scheduled for next **Wednesday, April 11, at 12:30 p.m., in LOB Room 308**. Although this is not a public hearing, all interested local officials are encouraged to attend. In the meantime, *please continue to tell your representatives that the bill as passed by the Senate is not acceptable*, and urge them to oppose the bill unless an acceptable amendment is approved.

Interest on Delinquent Taxes

If you haven't already, please contact your senator, particularly if he or she is a member of the Senate Ways and Means Committee, about **HB 1673**, which lowers the interest rates on delinquent taxes from 12% pre-lien and 18% post-lien to the rate set annually by the Department of Revenue Administration under RSA 21-J:28, II, currently 6%. We have written extensively about this bill in Bulletin #15, Bulletin #14, Bulletin #13, and Bulletin #10, and about the importance of maintaining the incentive that these higher interest rates create to make property tax payments a priority over other payments, such as credit card payments. While we continue to talk with senators, it's vital that they hear from their constituent municipalities about your efforts to help taxpayers meet their tax obligations. Please urge your senator to prevent an increase in tax delinquencies by *killing HB 1673*.

Bulletin 16—2018 Session

April 6, 2018

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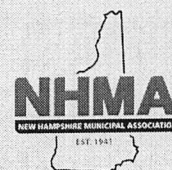
GOVERNMENT AFFAIRS CONTACT INFORMATION

Judy A. Silva, Executive Director

Cordell A. Johnston, Government Affairs Counsel

Barbara T. Reid, Government Finance Advisor

Timothy W. Fortier, Communications & Member Services Coordinator



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

Working After Retirement

We last wrote about **HB 561**, dealing with NH Retirement System (NHRS) retirees returning to work in part-time positions, in Bulletin #9. As you may recall, **HB 561** passed the Senate in mid-February. As amended by the Senate, it does the following:

- lowers the number of hours an NHRS retiree can work part-time for an NHRS employer to 1,300 per year (an average of 25 hours per week);
- imposes a surcharge on the total compensation paid to a retiree (3% charged to the retiree and 5% charged to the employer) if the hours worked in a calendar year exceed 1,300;
- institutes a significant penalty if the yearly hours worked by the retiree exceed 1,300 (or exceed 1,600 if the employer provided prior notification to NHRS that annual hours will be more than 1,300);
- requires a 28-day waiting period from the date of retirement before a retiree can be employed again by any NHRS employer; and
- grandfathers current retirees, but only in their current part-time positions.

On Thursday, the House “non-concurred” with the Senate amendments to **HB 561** and requested a committee of conference. The House version of the bill, which passed last year, deals not only with retirees, but with part-time positions in general, and does the following:

- suspends a retiree’s pension benefits if part-time work exceeds the statutory limit of 32 hours per week or 1,300 hours per calendar year;
- authorizes NHRS to assess a penalty on the employer of three times the suspended pension amount if the employer knew that the hours were exceeded;
- authorizes the executive director of NHRS to waive the penalty for good cause;
- **requires employers to pay the unfunded liability portion of the employer rates on part-time employees (1) when an employer converts or replaces a full-time position with one or more part-time positions within 12 months of a position becoming vacant, or (2) when an employer fills a full-time position with an interim, temporary, or part-time employee within 12 months;**
- requires employers to provide notice to NHRS within 30 days after a full-time position is changed to part-time.

NHMA believes there are significant issues with both the House version and the Senate version, and we urge the committee of conference to study the issues further or reject both versions. We understand that NHRS has a number of administrative and technical issues with both versions of the bill, which may be difficult to resolve, so we are not making any predictions as to the final outcome of this one. A meeting of the committee of conference has not been scheduled yet, but it could happen at any time, so please talk to your legislators—senator and representatives—soon.

Right-to-Know Law Bills Still Alive

Hearings on several troublesome Right-to-Know Law bills are scheduled in various committees next week:

Records of non-meetings. **HB 1579** would require that records be kept of certain “non-meetings” of a public body—specifically, strategy or negotiations with respect to collective bargaining, and consultations with legal counsel. The records to be kept would include the specific

(RTK Law Bills— Continued from Page 2)

exemption under RSA 91-A:2 that is relied upon, the names of members present, names of persons appearing before the body, meeting place, and times that the gathering began and ended.

As we've stated before, we don't see what purpose is served by this requirement. Another administrative burden would be placed on the public body, and the public would be informed that something happened, but would have no idea what. This fails a basic cost-benefit analysis.

We've also noted before that the bill exempts the one other type of "non-meeting" that occurs regularly—political caucuses in the legislature. This exemption from the Right-to-Know Law enables a majority of the House or Senate, or of any committee, to discuss and make decisions on whatever they want, as long as they are all members of the same political party. That may be fine, but if the legislature is not required to keep records of its non-meetings, why should it require municipal boards to do so?

The hearing on **HB 1579** is scheduled for **Wednesday, April 11, at 10:15 a.m., in LOB Room 102**, before the Public and Municipal Affairs Committee

Contents of minutes. **HB 1347** would require 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." Again, the primary result of this would be to make more work for public bodies, and we question whether the additional information provides any real benefit to those reading the minutes. Boards often move through their business quickly, leaving even skilled minute-takers struggling to keep up. Any selectman or other local official who has ever tried to stretch a budget to pay a minute taker know how difficult it is to get generally accurate minutes that meet the requirements of the existing law. Now, the minutes would also need to identify who made and seconded every motion and record the substance of all comments made?

Notably, this bill does not exempt the legislature. So, under the bill, the House and Senate Journals would have to record who made and seconded every motion. As it is, most motions on the House and Senate floor do not require a second—would **HB 1347** change that? House rules do require that a motion for a roll call vote be seconded by at least ten members. Under **HB 1347**, the House clerk would have to record the names of all those who rise to second the motion. And the clerks in both chambers would need to record "the substance, in brief, of comments made during deliberations." Perhaps this bill ought to contain an appropriation, because if it passes, some legislative employees are going to be working a lot more hours!

The hearing on **HB 1347** is scheduled for **Tuesday, April 10, at 9:15 a.m., in State House Room 100**, before the Senate Judiciary Committee.

Collective bargaining negotiations revisited. Readers may recall that the House Judiciary Committee several weeks ago recommended passage of a bill, **HB 1344**, that would have repealed the exemption from the Right-to-Know Law's public meeting requirements for collective bargaining negotiations. After significant opposition from both public employers and public employees, the House overturned the committee's recommendation and killed the bill soundly. **HB 1344** is now safely out of the way, but the Senate has passed an identical bill, **SB 420**, which is now in the House. The bill is the same, verbatim, as **HB 1344**, so we are optimistic that it will ultimately meet the same fate.

(RTK Law Bills— Continued from Page 3)

SB 420 is in the same committee, House Judiciary, that recommended **HB 1344**. We hope committee members will recall the 189-125 vote to defeat **HB 1344** and conclude that there is no point in trying again with **SB 420**. The hearing on **SB 420** is scheduled for **Wednesday, April 11, at 10:00 a.m. in LOB Room 208**.

Water Quality Standards, Monitoring and Treatment

SB 309 and HB 1101

On Tuesday, the House Resources, Recreation and Development Committee recommended Ought to Pass by a vote of 12-1 on an amendment to **SB 309**, dealing with standards for per-fluorochemicals in drinking water, ambient ground water, and surface water. As explained in last week's *Bulletin*, we were very concerned about the significant costs associated with the surface water section of the bill. The amendment changes that section from requiring that surface water standards be established by the Department of Environmental Services (DES) by January 1, 2020, to a requirement that DES, in consultation with stakeholders, develop and present a plan by that date that includes schedules and cost estimates for establishing surface water quality standards. Additionally, the amendment changes sections 1 and 2 of **SB 309** to reflect the identical language the House approved in **HB 1101**, dealing with drinking water and ambient groundwater quality standards.

Also on Tuesday, the Senate Energy and Natural Resources Committee held a hearing on **HB 1101**. While we don't know this for sure, it is very possible that **HB 1101** may be amended to reflect what the Senate passed in **SB 309**. What often happens when each body adopts its own version of a bill is that the final resolution comes out of committees of conference. We sense this is where these two bills are heading.

SB 240

On Tuesday, the House Resources, Recreation and Development Committee discussed two amendments to **SB 240**, dealing with monitoring and treatment of contaminated wells. One amendment establishes a threshold of "75% of the existing groundwater quality standard" for when monitoring shall be required. The other allows DES to target monitoring activities and alternative treatments at locations that pose the greatest public health risks. In either case, if a responsible party is identified, DES can require that party to monitor the contamination and in certain circumstances provide treatment or an alternative drinking water supply. As noted in last week's *Bulletin*, a municipality could potentially be identified as the "responsible party" for the presence of man-made contaminants (other than road salt) in a private well, and therefore be responsible for ongoing monitoring of that well along with treatment or an alternative supply of drinking water. There are a lot of concerns with **SB 240** and the proposed amendments, such as the definition of "man-made contaminants" and the determination of a "responsible party." Please let members of the Resources, Recreation and Development Committee know of your concerns with **SB 240**.

Retention of Personnel Files

HB 1450 is an **NHMA policy bill** that would shorten the period that municipal personnel files are required to be retained to 10 years after retirement or termination. The current requirement is **50** years after retirement or termination. We're not sure who ever imagined that requiring the retention of these records for 50 years made sense. But the excessiveness of the requirement recently became clear to several legislators, who filed two competing bills to address the issue; one would have reduced the period to 25 years, and the other, **HB 1450**, makes it 10 years.

HB 1450 got a unanimous committee endorsement in the House and passed on the consent calendar. We hope it will get similar treatment in the Senate. It is scheduled for a hearing before the Public and Municipal Affairs Committee next **Wednesday, April 11, at 10:00 a.m., in LOB Room 102.**

Presumption Funding

On Tuesday, the House Finance Committee heard testimony on **SB 541**, which creates a process for state funding of the provision of the workers' compensation statute (RSA 281-A:17) that provides a presumption related to cancer in firefighters. The bill, as originally introduced, identified a funding source, but that section was removed by the Senate, which instead established a committee to study:

- (1) The costs that have been incurred to date under RSA 281-A:17.
- (2) How to determine conclusively that the cancer is occupationally related.
- (3) Reasonable methods and practices to screen out non-occupationally related cancers that are a result of other causes, such as other employment, genetics, and lifestyle choices made before, during, and after service.
- (4) The annual costs to provide physicals and the additional workers' compensation coverage and how they should be funded.
- (5) An appropriate, stable, and long-term funding mechanism and the costs of administering the funding mechanism.
- (6) Whether the funding mechanism should include an assessment against carriers issuing certain insurance policies.
- (7) Any other issues applicable to the subject matter of RSA 281-A:17.

NHMA is closely monitoring this bill, and we specifically note our discomfort with the provision that the fund to be created "shall be ... used for the sole purpose of **reimbursing costs** [of municipalities] associated with medical physicals under subparagraph II(b) and additional costs in workers' compensation coverage." Past agreements by the state to reimburse municipalities for various things—*e.g.*, lost local tax revenue due to state tax reforms and bond payments for updates to waste water treatment facilities, to name just two—have not worked out so well for municipalities!

There will be a work session on the bill in Division I of the House Finance Committee on **Tuesday, April 10, at 10:00 am in LOB Room 212.**

The Grab Bag

In other action this week:

Housing appeals board bill vacated. **SB 557**, the bill that creates a separate board to hear appeals from local land use boards dealing with housing, had originally been scheduled for a hearing in the House Judiciary Committee this week. That hearing was cancelled, and yesterday the bill was vacated from the Judiciary Committee and referred to the House Finance Committee. This was surprising, as a bill like this—which creates a new policy and also involves an appropriation of state funds—would ordinarily go first to the policy committee and then to the Finance Committee. But the deadline for policy committees to act on bills going to a second committee was yesterday, so apparently the process had to be abridged. We're not sure what happened, but presumably the bill will be scheduled for a hearing in the Finance Committee in the near future.

Committee recommends RTK ombudsman bill. The House Judiciary Committee voted Ought to Pass on **SB 555**, which creates an office of the ombudsman to hear and rule on complaints filed under the Right-to-Know Law. We have written about this bill frequently in previous *Bulletins*. The bill will go to the full House for a vote next week.

Fire marshal's arrest powers preserved. The House killed **SB 55**, which originally dealt with servicing of backflow devices, but was amended in the Senate to eliminate the state fire marshal's authority to make arrests. This had caused concern for local police and code enforcement departments, which do not necessarily have the resources or expertise to investigate and make arrests for arson and related crimes.

Rope dancers and ventriloquists must still be licensed. The Senate killed **HB 1676**, which would have repealed RSA 286:1 and 286:6-11. The former requires a license from the selectmen before any "showman, tumbler, rope dancer, ventriloquist or other person" may, for pay, "exhibit any feats of agility, horsemanship, sleight of hand, rope dancing or feats with cards, or any animals, wax figures, puppets or other show, or promote any public competition." The latter provides for local licensing of billiard tables, pool tables, and bowling alleys.

Apart from being one of our favorite 19th-century laws, this statute is still used occasionally by some municipalities. Twenty-first century New Hampshire may have more pressing concerns than traveling ventriloquists, but the licensing statute can be useful when a town, especially one without a zoning ordinance, needs to keep tabs on public entertainment events. In the January crush, we never made it to the House hearing on this bill, so we were glad to be able to get to it in the Senate, and are pleased that the Senate killed the bill.

Do You Have Any Policy Ideas?

NHMA's Legislative Policy Committees began the process of establishing legislative policy for the next biennium (2019-2020) on Friday, April 6. Now is the time to submit any legislative policy suggestions you would like to have the committees review. Any local official can submit a policy proposal at this point in the process. [Here is a link](#) to the legislative policy proposal form that you should use to submit your proposal so we have all the information the committees need. ***The deadline to submit policy ideas is April 20.***

(Policy Ideas— Continued from Page 6)

Do you have ideas for how local government can work more efficiently *but for* the language of a statute or an outdated law that gets in the way? Do you have suggestions for how local government can work better? Submit your ideas as a policy proposal!

Each policy committee will recommend a set of policy proposals for review by every member municipality and ultimately for consideration at the NHMA Legislative Policy Conference on September 14. We encourage your involvement.

HOUSE CALENDAR

TUESDAY, APRIL 10, 2018

EXECUTIVE DEPARTMENTS AND ADMINISTRATION

Room 306, LOB

10:45 a.m. SB 508, establishing a committee to study the prevalence of post-traumatic stress disorder (PTSD) and other related disorders among first responders.

TRANSPORTATION, Room 203, LOB

10:00 a.m. SB 512, relative to compact sections of towns.

10:30 a.m. SB 515, relative to commemorative license plates.

WEDNESDAY, APRIL 11, 2018

ENVIRONMENT AND AGRICULTURE, Room 201-203, LOB

9:00 a.m. Continued public hearing on SB 569-FN, relative to animal cruelty and establishing a commission to study certain language applicable to the transfer of animals.

JUDICIARY, Room 208, LOB

10:00 a.m. SB 420, relative to collective bargaining under the right-to-know law.

FRIDAY, APRIL 13, 2018

ASSESSING STANDARDS BOARD (RSA 21-J:14-a), Room 303, LOB

9:30 a.m. Regular meeting.

SENATE CALENDAR

TUESDAY, APRIL 10, 2018

ENERGY AND NATURAL RESOURCES, Room 103, SH

9:30 a.m. HB 1402, relative to ordinances regarding forestry activities.

9:50 a.m. HB 1810, establishing a commission to study the effectiveness of the current statutes related to management of non-tidal public water ways and the construction or placement of structures within them.

10:00 a.m. HB 1592-FN, requiring the commissioner of the department of environmental services to review standards relative to arsenic contamination in drinking water.

JUDICIARY, Room 100, SH

9:15 a.m. HB 1347, relative to information to be included in the minutes under the right-to-know law.

(Senate Calendar— Continued from Page 7)

TRANSPORTATION, Room 103, LOB

1:15 p.m. **HB 1763-FN-A**, establishing a road usage fee and making an appropriation therefor.
1:30 p.m. **HB 2018**, relative to the state 10-year transportation improvement program.

WEDNESDAY, APRIL 11, 2018

PUBLIC AND MUNICIPAL AFFAIRS, Room 102, LOB

9:45 a.m. **HB 1786-L**, prohibiting costs for inspection of governmental records under the right-to-know law.
10:00 a.m. **HB 1450**, relative to retention of job applications and personnel files. **NHMA Policy.**
10:15 a.m. **HB 1579-FN**, requiring records to be kept for certain exempt convenings under the right-to-know law.

HOUSE FLOOR ACTION

Thursday, April 5, 2018

SB 55, (New Title) relative to the servicing of backflow devices and arrest powers of fire marshals. **Inexpedient to Legislate.**

SB 328, relative to attorney general membership on certain committees and repealing the criminal justice information system. **Passed.**

SB 336, relative to the judicial district for the towns of Waterville and Livermore. **Passed with Amendment.**

SB 340, (New Title) relative to the commissioner of revenue administration's assessment report. **Passed.**

SB 386, relative to access to criminal records. **Passed; referred to ED&A-H.**

SB 443, relative to the jurisdiction of counties concerning retail electric supply. **Passed with Amendment; referred to ST&E.**

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; referred to F-H.**

SB 471, relative to the authority of municipalities to address potential natural threats. **Passed.**

SB 528-FN-LOCAL, relative to dam registration fees and relative to permit fees for constructing or reconstructing a dam. **Interim Study.**

SB 529-FN, (New Title) 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. **Inexpedient to Legislate.**

(House Floor Action— Continued from Page 8)

SB 561-FN, (Second New Title) naming a bridge over the Little River between the towns of Plais-tow and Atkinson the Lance Corporal Dimitrios Gavriel bridge. **Passed.**

SB 565-FN, relative to aircraft registration fees and airways tolls. **Passed with Amendment; re-ferred to F-H.**

SB 579-FN, relative to penalties for welfare fraud. **Passed.**

SENATE FLOOR ACTION

Thursday, April 5, 2018

HB 193, relative to traffic control measures. **Interim Study.**

HB 492, relative to electric personal assistive mobility devices. **Passed.**

HB 1202-L, relative to town revolving funds for group net metering. **Passed.**

HB 1227, relative to an unattended idling vehicle on private property. **Passed.**

HB 1303, relative to the purposes of revolving funds in towns. **Passed.**

HB 1421-FN, relative to the regulation of event tents. **Passed.**

HB 1441-FN, establishing the office of the ombudsman in the department of state. **Inexpedient to Legislate.**

HB 1676-FN, repealing the licensing requirement for open-air shows and repealing the laws related to the keeping of billiard tables. **Inexpedient to Legislate.**

HB 1823-FN, relative to layered amortization of retirement system liabilities. **Passed.**

2018	<u>Upcoming NHMA Workshops and Webinars</u>
Apr. 11	NHMA Webinar—Nonpublic Sessions and the Right-to-Know Law
Apr. 16	2018 Local Officials Workshop—Peterborough Community Center
Apr. 27	Stranger Streets: A New Hard Road to Travel Workshop
May 15	2018 Local Officials Workshop—Moultonborough Safety Complex
Please register online through our website: www.nhmunicipal.org . (Scroll down on left to Calendar of Events and click View the Full Calendar)	