

Select Board Meeting
Monday, June 3rd, 2019, 6:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Swearing In Ceremony – Police Chief (Town Hall, 9 Front Street, 6:00 p.m.)
3. Bid Openings/Bid Awards
4. Public Comment
5. Proclamations/Recognitions
 - a. Proclamations/Recognitions
6. Approval of Minutes
 - a. Regular Meeting: May 20th, 2019
7. Board/Committee Appointments & Resignations
8. Discussion/Action Items
 - a. Sustainability Office Advocates (SOA) Presentation
 - b. Sustainability Committee Discussion
 - c. Classification Plan Amendments
9. Regular Business
 - a. Tax Abatements, Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Select Board Committee Reports
 - e. Correspondence
10. Review Board Calendar
11. Non-Public Session
12. Adjournment

Kathy Corson, Chair
Select Board

Posted: 05/31/19 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.

AGENDA SUBJECT TO CHANGE

Bid Openings/Awards



TOWN OF EXETER, NEW HAMPSHIRE

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

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Memo

To: Exeter Select Board
Russell Dean, Town Manager

From: Matthew Berube, Water & Sewer Manager

CC: Jennifer Perry, P.E., Public Works Director, Stephen Dalton, Wastewater Senior Operator

Date: May 31, 2019

Re: WWTF Beneficial Use or Disposal of Dewatered Municipal Biosolids Bid Evaluation & Recommendation to Award

Wright Pierce (WP) has completed the evaluation of the three bids received Monday, May 20, 2019. The bid evaluation and bid tabulations sheets are attached to the back of the memo. A total of three bids were received for biosolids, \$/wet ton (WT) for full sized dump trailer, \$134.40/WT, \$151.20/WT, and \$214.10/WT which was higher than the Wright Pierce estimate due to some new concerns for future space, and potential regulation changes for contaminants found in the biosolids.

Waste Management was the apparent low bidder, with a bid of \$134.40/WT per year for the first three years, with a 5% increase per year after the third year. Our estimated annual cost would be about \$336,000 depending on the amount of biosolids produced. The Town of Exeter has worked with Waste Management on past projects in the Town of Exeter.

Wright Pierce recommends award of this project to Waste Management, the Water & Sewer Department concurs with this recommendation.

The bid approval is critical to meeting the Administrative Order on consent docket 13-010. The new WWTP will begin accepting wastewater before June 15th, and will need to have biosolids handling in place due to biosolids production.

WRIGHT-PIERCE 
Engineering a Better Environment

230 Commerce Way, Suite 302
Portsmouth, NH 03801
Phone: 603.430.3728 | Fax: 603.430.4083
www.wright-pierce.com

May 30, 2019
W-P Project No. 12883C

Mr. Matt Berube
Water & Sewer Manager
Public Works Department
13 Newfields Road
Exeter, NH 03833

Subject: Biosolids Disposal
Bid Results and Evaluation


Dear Matt:

The Town received three bids in response to the *Request for Proposals for Beneficial Use or Disposal of Dewatering Municipal Biosolids* on May 20, 2019. As per your request, we reviewed the bids. Each bid appeared responsive and each bid provided a beneficial reuse element. The attached bid tabulation is a summary of the bids received and key items noted. Waste Management provided the lowest pricing and did not specify any fuel surcharges. Casella's pricing was a reasonably close second but specified a fuel surcharge and a requirement to add odor suppression chemicals to the sludge cake. RMI's pricing was a distant third and also specified a fuel surcharge and odor suppression requirements.

The WWTF start-up is scheduled to be completed in June and a biosolids contract needs to be in place in June. Based on the above, we are not aware of any reason why this contract should not be awarded to Waste Management. If the Town concurs with this recommendation, then the Town should: 1) issue a notice of intent to award letter to Waste Management; 2) request a contract for review and comment; 3) request truck dump body dimensions; and 4) complete the "waste profile" form for biosolids and for screenings and grit.

If you want assistance working through these items, please let us know how we can assist. If you have any questions during your review, please do not hesitate to contact us.

Very truly yours,
WRIGHT-PIERCE



Edward J. Leonard, PE
Project Manager

Attachment (Bid Tabulation)

CC: W-P File (12883C)

EXETER NH - REQUEST FOR PROPOSALS FOR BENEFICIAL USE OR DISPOSAL OF DEWATERED MUNICIPAL BIOSOLIDS
SUMMARY OF SUBMITTALS
Bids Due: May 20, 2019

	Waste Management	Casella	RMI
Biosolids, \$/WT (30 cy roll-off)	\$137.55	\$182.50	-
Biosolids, \$/WT (full sized dump trailer)	\$134.40	\$151.20	\$214.10
Screenings & Grit, \$/WT	\$137.55	no bid	no bid
Primary Beneficial Use or Disposal Method	Turnkey Landfill, Rochester, NH	New England Waste Services Landfill, Coventry, VT	Englobe Composting, Bury, Quebec, CA
Backup Beneficial Use or Disposal Method	Crossroads Landfill, Norridgewock, ME	North Country Env. Services Landfill, Bethlehem, NH	Englobe Composting, Bury, Quebec, CA
Beneficial Reuse Method	Ecoline gas line to UNH Durham	Composting in Maine (if approved)	Composting
After initial 3-year period	increase fee at 5% per year	12-month change in Boston- Cambridge-Newton Index	increase at 3% per year
Fuel surcharge	none identified	yes, sliding back \$3.23/gal fuel cost	yes, surcharge rate schedule
Odor mitigating compounds to be added	none identified	yes	possible
Testing Requirements	Waste Profile form	Biosolids characterization	Biosolids Characterization
Alternate Proposals			Exeter install a dryer and RMI will reduce price to \$85.10 per dry ton

Extended Annual Cost
Based on full sized dump trailer

\$336,000

\$378,000

\$535,250

Minutes

Select Board Meeting
Monday May 20th, 2019 7 PM
Town Offices, Nowak Room
Draft Minutes

1. Call Meeting to Order

Members present: Anne Surman, Kathy Corson, Julie Gilman, Molly Cowan, Niko Papakonstantis, and Russ Dean were present at this meeting. The meeting was called to order by Ms. Corson at 6:55 PM.

2. Board Interviews

- a. The Board went downstairs for an interview with Brianna Brand for the Energy Committee, and the meeting reconvened at 7:02 PM.

3. Proclamations/Recognitions

- a. Town Clerk Andie Kohler announced the winners of the Top Dog contest.
- b. Ms. Corson said National Public Works week proclamation, May 19th through 25th. Mr. Papakonstantis read the proclamation:

Whereas, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the Town of Exeter, New Hampshire; and,

Whereas, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

Whereas, it is in the public interest for the citizens, civic leaders and children in the Town of Exeter to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and, Whereas, the year 2019 marks the 59th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

Resolved, we, the Exeter Select Board, do hereby designate the week May 19 - 25, 2019 as National Public Works Week; we urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

MOTION: Ms. Surman moved to adopt the National Public Works Week proclamation. Mr. Papakonstantis seconded. All were in favor.

4. Public Comment

John Donnell of 25 High Street opposed a proposal to turn an unoccupied PEA-owned house and property at 31 High Street into a satellite parking lot, because of its potential negative effects on his residential neighborhood and the PEA Observatory.

Lucy Sun, a junior at PEA, spoke in support of the sustainability office.

Jennifer Bracket Piskovitz of 22 Forest Street reminded the Board that on July 24 2017 the Board signed the Paris Climate accord, and read minutes from that meeting. That motion passed 4-0-1 with Ms. Surman abstaining, saying that citizens should be given the chance to vote for the agreement. Ms. Bracket Piskovitz pointed out that in the last town meeting, the citizens voted overwhelmingly in favor of Article 31 regarding the Sustainability Office, which the Board should see as a positive thing. She would like to see the Board make the sustainability advocates an official town committee.

Denise Short of 4 Sanborn Street spoke in support of the Sustainability Office. She said that in a prior meeting the Board had asked about the definition of sustainability, and she said that the UN defines the term as the ability of present generations to act in their interest while not compromising the ability of future generations to act in their interest. She also invoked the Precautionary Principle, saying that sometimes it's too late if we wait until we have absolute evidence that we need to act in order to prevent harm. As a town governing entity, lot of people are asking the Select Board for decisions, and a longer view of sustainability isn't the top priority. She argued that the Sustainability Office is a way to maximize the potential for focusing on sustainability.

Herb Moyer of 51 Westside Drive asked for an update on the progress of the creation of the Sustainability Office.

Ms. Corson responded that the advocates had been asked to meet with Mr. Dean and Ms. Corson last week, but that was cancelled, so rescheduling that meeting is next. The Board doesn't oppose it, they are trying to work with it. The Board wants to be clear on what the committee is and what the goals are, and the committee should include town staff. Ms. Corson wants this process to happen in a way that is good for all taxpayers and townspeople, which takes a little bit longer.

Mr. Papakonstantis said they'd had a good discussion on the sustainability office in the previous Select Board meeting, when the Energy Committee was on the agenda. The Board all thinks the sustainability effort is a positive thing, and the individuals should come back and work with Mr. Dean. He added that the position would have to go through the budget process.

Ms. Gilman said she is waiting to hear the sustainability advocates' proposals for staffing a sustainability office or committee.

Mr. Dean said that he has been able to review some material from the advocates, and the Town Planner has put together a few pages on sustainability initiatives in the town. There are several examples of other communities that have done sustainability offices, and he'd like to talk about their experiences.

Beverly Tappan, who lives at RiverWoods F214, spoke in support of the Right to a Healthy Climate ordinance. She said there are over 300 RiverWoods residents who receive alert letters on environmental issues, such as making less use of garbage disposals and creating river pollution.

Caroline Rheaume of 69 Park Street spoke in support of the Sustainability Office.

Ms. Corson decided to address the Right to a Healthy Climate Ordinance at this time. She said that the people who put this ordinance on the warrant have asked to be on the agenda.

Maura Fay of 13 Forest Street, a member of the group that put the ordinance forward, provided a letter regarding this matter from Keira Kelly, an attorney at CELDF. Ms. Corson asked Ms. Fay to read the letter into the record, and Ms. Fay read the following:

Dear Exeter Select Board:

I am writing on behalf of Citizen Action for Exeter's Environment, which engaged the Community Environmental Legal Defense Fund in October of 2018 for assistance in drafting the Right to a Health Climate Ordinance. As CELDF's New Hampshire counsel, I have carefully reviewed the applicable law and our opinion is that the law requires you to sign and date the "Right to a Healthy Climate Ordinance" by following the procedure that NH RSA 31:128 outlines: "Certification shall be by the town or city clerk, or by the official enacting the legislation, or by the chairman, secretary or clerk of the board or body enacting the municipal legislation."

Standing alone, NH RSA 31:128 does not require a select board or a town clerk to sign and date all ordinances. The procedure outlined in RSA 31:128 does become mandatory, however, when laws that do impose binding obligations upon a select board or town clerk incorporate the RSA 31:128 procedure into their directives.

Both State law and the Exeter Select Board Operating Procedures require you to sign and date the Right to a Healthy Climate Ordinance.

NH RSA 41:8 requires select boards to "manage the prudential affairs of the town and perform the duties by law prescribed." The ordinance itself is a law that prescribes a duty to the Select Board: to sign and date the ordinance as outlined in RSA 31:128. Even if the decision to sign an ordinance is normally a prudential affair over which a select board has discretion, townspeople may override this discretion with a majority vote. Moulton v. Beals, 98 N.H. 461,464 (1954). By enacting an ordinance that prescribes a specific method for adopting the ordinance, Exeter voters have overridden any discretion that the Select Board may have had in this matter.

The Exeter Select Board Operating Procedures reiterate the Board's duty to abide by town ordinances. The Select Board "derives its authority from NH RSA 41:8, other NH RSA's, and Town Ordinances." (Operating Procedures, § 3). "Board members must abide by all Board decisions, policies, procedures, and ordinances." (Operating Procedures, § 8).

The Right to a Healthy Climate Ordinance prescribes a nondiscretionary duty to the Board to be "signed and dated by the town selectmen in accordance with NH RSA 31:128."

According to state law, Exeter Select Board's operating procedures, and this properly enacted local ordinance, the Select Board must sign and date the Right to a Healthy Climate Ordinance.

Neither the personal nor the legal opinions of Select Board members regarding the content or enforceability of the ordinance allows any Board member to violate this legal mandate.

Thank you for your time and consideration of this matter,

Sincerely,

Kira Aakre Kelley

Attorney at Law

MOTION: Mr. Papakonstantis moved to go into non-public session under the exception to RSA 91-A that allows consultation with legal counsel. Ms. Cowan seconded. Ms. Cowan asked if they could have a discussion with Mr. Mitchell in public. Mr. Papakonstantis said he'd like to talk with attorney Mitchell and come back to public session. Ms. Surman said that the letter from attorney Kelley only addresses the signature part of it, but she thought it was going to address the larger question. Ms. Fay said her group's only request and requirement was that the Board sign to certify the ordinance. Ms. Cowan repeated that she wanted to speak to attorney Mitchell in public. Mr. Papakonstantis rescinded his motion and Ms. Cowan rescinded her second.

Walter Mitchell of Mitchell Municipal Group, the Town Counsel, spoke regarding attorney Kelley's letter, saying that nothing in that letter causes him to change the opinion that he voiced earlier. He believes that attorney Kelley is misreading the purpose of 31:128. She reaches for support to an old case, *Moulton v Beals*, but a careful reading of that case would lead someone to the opposite conclusion of the one she reaches. That case had to do with whether a town meeting had the power to take over the responsibility for a litigation that the town was involved in. The Select Board's duties are to run the prudential affairs of this town. In 1954, the Court decided that the management of litigation was outside the prudential affairs of the town. He suggested that with a careful reading, attorney Kelley may change her opinion on it. The Board could sign the ordinance as a political statement, but in his opinion they have no legal obligation to sign. Signing of a piece of town legislation is not a normal step, 31:128 doesn't have anything to do with the Board in the adoption process of a Town Meeting ordinance. In fact, that statute has instead to do with verifying that the ordinance exists and has been legally adopted if someone wants to try to prove that in some other litigation. In that case, the Town Clerk would certify it.

Ms. Cowan asked whether deciding not to sign it prevents anyone from taking any of the actions prescribed in the article. Mr. Mitchell said that if there are actions that can be legally taken in that ordinance by individuals, the Board's signing has nothing to do with it. Ms. Cowan then asked what risks lie in signing it. Mr. Mitchell said that he could speculate that people may try to suck the town into an enforcement action. If a third party who owns property and wants to do something with it feels the need to defend himself by challenging the validity of the ordinance, that challenge, to make it binding on the town, would have to be against the town. Their signatures could be pointed to as the Select Board supporting the ordinance. Also, if that property owner were successful in invalidating the ordinance, he could potentially seek legal fees from the town.

Ms. Fay said that this is a statement of values by the citizens and voters of this town, and if they don't sign it, the Select Board is not acknowledging the decision-making power of

this town. Mr. Papakonstantis said the Board does take what the voters said seriously, and he's excited to continue the conversation with the advocates of the ordinance. His reservation regarding signing is because the legal counsel for the town is advising against it. Mr. Mitchell suggested that attorney Kelley misinterpreted the case law, and she's not here to speak to that.

Ms. Cowan asked Ms. Fay if the citizens who passed this petition lose anything by the Select Board not signing it. Ms. Fay responded that as attorney Mitchell stated, no. It's more of a symbolic gesture. Ms. Cowan said it's frustrating that it's devolved into a legal standoff, when what everyone wants is a good thing that passed by the voters. She's worried about potential harm to taxpayers and voters whether signing or not.

Ms. Surman said that the Board has to look at a potential lawsuit. With or without signing the ordinance, it's already binding, since the town legislative body voted it in. She would rather err on the side of the practical aspect; if someone did sue the Town, she would rather not have that extra certification.

Ms. Corson opened the discussion to the public.

Herb Moyer of 51 Westside Drive said he didn't hear Mr. Mitchell say that without signing, the Town has the same obligation to bring this warrant article into fruition. Mr. Mitchell said he would have to be asked that question by the Board. Ms. Cowan said this was the same as her question about not signing it. The citizens still have the rights described in this article.

Paul Royal of 3 Pumpkin Circle said that his reading is that the ordinance was effective immediately. He resents that if they don't sign it, it's interpreted as symbolic that they don't support the ordinance. Rather, it's symbolic that they take their responsibilities to the town very seriously, and don't want to put the town at further risk. He recommends that they don't sign. As a citizen, he doesn't want them to take on that risk to the town.

Ms. Corson closed the discussion to the public.

Mr. Papakonstantis said he's looking forward to working with the advocates of this ordinance, and he respects and takes seriously all of the voters and the fact that this passed. The desire to have the board certify this is symbolic, and he respects that, but asked what precedent this would set for future ordinances that aren't as positive.

MOTION: Ms. Gilman moved that the Board of Selectmen certify the vote on article 30 as passed at Town Meeting. Mr. Papakonstantis seconded for discussion. Ms. Gilman said that she sees how 31:128 could be interpreted in different ways, but what she sees in the RSA is that they should sign the ordinance. Ms. Gilman voted yay, and Ms. Cowan, Ms. Surman, Mr. Papakonstantis, and Ms. Corson voted nay. The motion failed 1-4-0.

5. Approval of Minutes

a. Regular Meeting: May 6th, 2019

Mr. Papakonstantis said that on page 2, he wanted the minutes to state that Rob Corson is the chair of the Facilities Committee. On page 7, in the Town Manager's report, he asked to correct Chief Poulin's first name to Stephan.

MOTION: Mr. Papakonstantis moved to accept the meeting minutes of May 6th 2019 as amended. Ms. Surman seconded. All were in favor.

6. Appointments - Planning Board

a. Appointments

MOTION: Mr. Papakonstantis moved to appoint Kris Weeks to Facilities Committee, term to expire 4/30/21. Ms. Gilman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to appoint Peter Steckler alternate position on the Planning Board, term to expire 4/30/22. Ms. Cowan seconded. All were in favor

MOTION: Ms. Cowan moved the Board appoint Brianna Brand to the Energy Committee, no term. Mr. Papakonstantis seconded. All were in favor.

b. Resignations

MOTION: Mr. Papakonstantis regretfully accept Anne Torrez's resignation from the Rec Advisory Board. Ms. Surman seconded. All were in favor.

Nick Gray resigned as the HDC alternate from the Planning Board. Ms. Gilman said the Planning Board would handle that. Ms. Corson said they will move it to the Planning Board to discuss.

7. Discussion/Action Items

a. Right To A Healthy Climate Ordinance [see above]

b. Adopt Facilities Committee Revised Charge

Peter Lennon of 20 Cullen Way, a Facilities Committee member, spoke on that committee's revised and reformatted charge. One change they made to remove the language about a facilities renewal policy, since there were some questions about what "renewal" meant and how it was different from the facilities policy. The administrative details are the same as previous charge. The revisions eliminate a series of considerations, but they will still be considering those, they just want to incorporate other considerations as well. They would like the Board to approve the chart with goals and objectives for FY 19 and 20 and proposed timeline, with them fully involved in 2020 budget process. Ms. Surman asked if the Budget Committee knows how the Facilities Committee will be involved, and Mr. Lennon responded that they will be reaching out to all committees in the charge and seeking liaison positions. Mr. Papakonstantis said the Facilities Committee will be a great resource in the budget process, and he suggested introducing them at the budget kickoff meeting.

MOTION: Mr. Papakonstantis moved to adopt the Facilities Committee's revised charge. Ms. Surman seconded. All were in favor.

c. Public Works Project Updates

Ms. Corson asked Jennifer Perry, the Director of Public Works, to give an update on Public Works business around town, since the Board is getting a lot of phone calls. Ms. Perry said that there is a lot going on. Starting late Tuesday May 21 into early Wednesday morning, JA Polito will be doing the connection of the temporary forcemain in front of the Public Works driveway. This work must be done before they can start construction. When they're done work, they won't be returning until Thursday morning. SUR is going to be paving on Epping Road on Wednesday, so traffic will be delayed on Epping Road. There's still some shoulder work and

striping, but after Wednesday Epping Road delays will be minimized. The contractor will be returning in the late summer to install traffic lights. When Polito returns Thursday, they will commence construction of permanent sewer forcemains on Newfields Road. A detour will be in effect: Route 85 will be open to no outbound traffic on 85 and only open to local southbound traffic, there will be no through traffic until November.

Ms. Corson asked her to reiterate why this this project is important, and Ms. Perry said these sewer forcemains are part of the overall wastewater plant improvements. New forcemains will double our capacity, which will alleviate most sewer overflow. This is important to the Squamscott River and Great Bay. They have had breakage of the old forcemain, which was installed in 1968. The temporary forcemain is to make sure there is no breakage during construction, which is a strong possibility with heavy equipment on a fragile main. They will have beneficial use of the new forcemain by the fall. In the spring they'll have the final cleanup and paving. The wastewater treatment plant itself is nearing startup, planned for June 24th.

The Lincoln Street utilities have been installed, but there's still a lot of work on sidewalks and curbing. They're waiting until the students are gone. They're working closely with all businesses to ensure they have the best access possible.

The Washington Street water main paving was completed this spring.

The design and permits are complete for the shoulder widening and sidewalks on Kingston Road, and they are obtaining temporary construction easements and a few permanent easements, but it must be reviewed by NH DOT. Construction is planned to take three months, during this construction season. This project shouldn't require major traffic detours.

The LED Streetlight conversion project is underway. Affinity Lighting of Dover is working with VHB engineers to do a field verification of Unitil's ledger, which takes a couple weeks.

Ms. Cowan asked how the switchover to chloramine has gone. Ms. Perry said that the switchover was a month ago, and it went very smoothly. They're very pleased with the results. Test results are an average, so they probably won't be out of violation on water quality until next year, but they haven't received any complaints at Public Works. She encouraged anyone with complaints to contact them. She's only heard some anecdotal reports that the water tastes better.

Paul Royal of 3 Pumpkin Circle thanked the Public Works department. He hears some complaints but the people he talks to are pleased with the work that Public Works does, and suggested they be given raises. Mr. Dean said that Public Works, Town Office staff, and other administrative employees had a three year contract approved by the voters in March, and will be getting raises.

d. Parks/Recreation Parks Capital Reserve Fund Requests

Greg Bisson, Parks and Rec director, said that he is bringing four memos to the Board.

First, he discussed the Town House Common fencing. He's looking for \$9,862 from the Parks Capital Reserve fund for decorative fencing that meets the historical nature of the area. This would be granite posts with green timbers between them.

MOTION: Mr. Papakonstantis moved to allow the Parks and Rec department to expend \$9,862 out of the Parks Capital Reserve fund. Ms. Cowan seconded. All were in favor.

Second, Mr. Bisson discussed the ADA lift at the Daniel R. Healy Pool. The law requires that all pools have an ADA lift. They purchased one years ago, but it has sat in storage; modifications to the pool, specifically a gutter that created a six foot lip all around the pool, make it challenging to install. A structural engineer must create a plan for a pad to support it, and then Public Works has offered to install it.

MOTION: Mr. Papakonstantis moved to allow the Parks and Rec department to expend \$4,350 from the Parks Capital Reserve Fund for engineering plans to install the ADA lift as well as parts and material required for compliance. Ms. Surman seconded. All were in favor.

Thirdly, Mr. Bisson discussed the dock expansion. Last year the Lions Club donated \$1,800 for a kayak cradle, but they had to get a wetlands permit through DES, which is still ongoing. The original dock was constructed and installed by the state of NH and turned over to the town. When going to DES, they need an engineering plan for the current dock and the conditions for the kayak cradle.

MOTION: Mr. Papakonstantis moved to allow the Parks and Rec department to expend \$3,300 from the Parks Capital Reserve Fund for engineering plans of the existing dock and future expansion. Ms. Gilman seconded. All were in favor.

e. Parks/Recreation Design/Engineering Recommendation

Finally, Mr. Bisson discussed the Design and Engineering RFP. On April 16th, Parks and Rec had a pre-RFP meeting, where 22 firms showed up. Six proposals were submitted. They had interviews with five; the sixth, Allen & Major Associates, was not selected because they missed the scope of the RFP and came in too low. The committee interviewed the five, and all were very strong proposals. The finalist was Tighe & Bond, which has a history of work in Exeter, having done the High School fields. Four out of the five proposals came in under budget, and the finalist was at \$205,125. If they progress to know where a building may go within that budget, they can do further exploring, like borings to make sure the ground is stable, or sound mitigation testing.

Ms. Surman asked if this includes looking at whether the area behind the tennis courts is good for fields and look at drainage as well as what to do about Planet Playground. Mr. Bisson said yes. Hopefully they will find a new location for Planet Playground, Parks and Rec didn't leave anything off the table. He'll come back to the Select Board before the final project completion.

MOTION: Mr. Papakonstantis moved that the Board approve the award of the Recreation Park engineering to Tighe and Bond for \$205,125 and authorize Russ Dean to be the signatory on the contract. Ms. Cowan seconded. All were in favor.

f. Epping Road TIF Update

Darren Winham, the Economic Development Director, said that as of April 30, 2019, the TIF account balance is \$972,419. They're paving this Wednesday, and the water and sewer are all in. The light will go in in August/September. They're within budget. By the end of May, all work except the light will be completed. The TIF current valuation is \$104,891,414, increase of

26.3 million, which is great news. Ms. Corson asked if this meant the bond would be paid off quicker. Mr. Winham said that's up to the Board, and Mr. Dean said he will get the board a report on their options.

Mr. Winham said that on Epping Road, the proposed Dunkin/Sandwich Shop and Firehouse Subs deal fell through. The developer and end user were not able to make it work with site costs and development. They're negotiating with a grocery store just south of the TIF road. The Shafmaster project will have 116 Housing units in four buildings, as well as another clubhouse building. Down Continental Drive, the Unitil deal is very close to being closed, construction could start quickly. A 116,000 square foot building approved by the Planning Board, but they were looking for an occupant. There's also an opportunity for a 400,000 square foot building with 800 employees. If this deal went through, that would complete the construction on Continental Drive. There's a project at the ZBA tomorrow night regarding the building of a mixed use facility, which is currently not allowed. They have challenges with wetlands, there are 7 or 9 vernal pools on the property. In order to build on the most advantageous location, they are willing to give away or set aside 33 acres. This was raised before the town voted in March to disallow assisted living facilities in the C-3 district, so they could do it, but the biggest need for this company is workforce housing. The developer shifted gears and is looking at building 224 units of housing; 56 of those units, which is 25%, would be workforce housing to accommodate this company. Other companies have sent letters of support, which are in the ZBA's package. Osram, Cobham, and Sig Sauer all said that it's difficult to get employees, and that's what Mr. Monahan is trying to do with this parcel. There would be a YMCA, a daycare on first floor, and offices on top. The project is upwards of \$40 million value. Ms. Cowan asked if they could encourage them to do more workforce housing than 25%, but Mr. Winham said there are challenges in numbers. 25% is a start. Ms. Corson asked if these would be apartments and Mr. Winham said yes, half one-bedroom, half two-bedroom.

8. Regular Business

a. Tax, Water/Sewer Abatements and Exemptions

MOTION: Mr. Papakonstantis moved to approve a Timber Tax in the amount of \$79.54 for 47/8. Ms. Surman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve a Timber Tax in the amount of \$571.64 for 104/70. Ms. Surman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve a Timber Tax in the amount of \$4603.88 for 42/1. Ms. Surman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve the issuing of a Doomage Letter for 101/32. Ms. Surman seconded. All were in favor.

Mr. Dean explained that a Doomage Letter is issued when an intent to cut has been filed by the assessors and they do not have a report in a timely manner. This would charge two times the amount of timber generated on the site, in order to prompt a report.

MOTION: Mr. Papakonstantis moved to approve a Tax Warrant First Bill 2019 for \$24,487,771.37. Ms. Cowan seconded. The warrant had already been signed.

MOTION: Mr. Papakonstantis moved an intent to cut at 46/3. Ms. Gilman seconded. All were in favor.

- b. Permits & Approvals
 - i. Ms. Corson said she heard that Mayor Pete was coming to Town Hall, but she checked with Melissa Roy at Parks and Rec and it was not fully approved.
- c. Town Manager's Report
 - i. Helen Perrier had her last day last Friday, and is now retired. Mr. Dean wished her all the best.
 - ii. Mr. Dean spent part of last Friday conducting interviews with two potential candidates for a summer internship. Bobbie Burgess will be with the Town for 400 hours. She'll be introduced to everything that they do at the Town Offices and help with the Public Safety study.
 - iii. Mr. Dean went to the Downeaster ambassador lunch in Portland. They showcased Exeter to the rest of the Downeaster Communities. 88,000 trips originated out of Exeter last year, it's the busiest station in NH by far.
 - iv. He received a letter from Kate McCaffery-Pomerleau, a 2nd grade teacher at Main Street School on behalf of students regarding the environment and conservation, particularly about the use of styrofoam.
- d. Select Board Committee Reports
 - i. Ms. Gilman said she met with the Conservation Commission to review applications for a Conditional Use permit for Unitil, replacing utility poles near Raynes Farm. The Heritage Commission met and had a public hearing regarding the demolition of a house on 7 Oak Street which was done before anyone knew about it. They would have recommended that it be preserved. As part of their regular business, they discussed putting more incentive into people not demolishing. There's a Heritage Fund set up, and the Chairman will talk to the Town Planner and the Code Enforcement Officer about whether there can be a fine to be paid into that fund. There's nothing in the zoning ordinance that the Heritage Commission can do it directly, but it would allow them to assist with education and grants.
 - ii. Mr. Papakonstantis said he attended the Planning Board meeting. The Unitil project and the Varsity Wireless project were both tabled, they will talk about them again this Thursday night. They had a citizen letter from December which led to a robust discussion on cul de sacs, which they will continue to discuss.
 - iii. Ms. Cowan said the Housing Advisory Committee was putting the finishing touches on a photo project to look at existing C-1 mixed use housing. They also debriefed about the meeting on MTAG grant.

- iv. Ms. Surman said she'd met with the E911 Committee, which will be coming before the Board with recommendations soon.
- v. Ms. Corson said that the Communications Committee was discussing how to move forward, creating one, two, and three-year goals for communicating. They were looking at a survey to see how people want them to communicate. She had her first HDC committee meeting, where they discussed the doors at Citizens Bank. She has a scheduling conflict with Exeter River Advisory Committee meetings, and asked if anyone will take over. Ms. Gilman offered to fill in when she can't make it.
- vi. Mr. Dean mentioned that the Memorial Day parade is 9:30 AM Monday the 27th at Swasey Parkway.
- vii. Mr. Dean offered thanks to Sheri Riffle, who is leaving Town Manager's office after 7 years. Her last day is May 31st.
- e. Correspondence
 - i. A letter from the EPA, a notice of intent for coverage under the 2017 NPDES general permit for stormwater discharges for small municipal separate stormwater systems in NH. The application appears to be complete.
 - ii. The NH Legislative Bulletin for May 17th. Ms. Gilman said that paying for retirees' COLA has been a hot topic, there is an amendment covering some state employees. They're trying to override the veto the governor gave to repealing the death penalty. A bill about arsenic in drinking water levels passed the senate. Ms. Corson said that this new regulation will put many municipalities at risk.
- 9. Review Board Calendar
 - a. Next meeting is June 3rd, June 17th.

10. Non-Public Session -

MOTION: Mr. Papakonstantis moved to enter non-public session pursuant to RSA 91-A:3, 2-a, b, and d. Ms. Surman seconded. By a roll call vote, all were in favor.

An attendee at the meeting pointed out that they hadn't opened the bids for Dewatering.

MOTION: Mr. Papakonstantis moved to come back from non-public session. Ms. Surman seconded. All were in favor.

Ms. Corson opened the bids for dewatering:

- Waste Management in Rochester. Biosolids \$137.55 per wet ton, screening and grit \$137.55.
- Cassela Organics, Concord, Biosolids \$151.20 per wet ton in full size dump trailers. \$182.30 in 30 yard roll off containers, no bid on screening and grit.
- RMI of Holderness NH, Biosolids \$214.10 wet ton, 30 ton minimum, fuel surcharge when diesel exceeds \$4. Screening and grit no bid.

MOTION: Ms. Cowan moved to go back to non-public session under the exception 91A 3 2 a and d. Mr. Papakonstantis seconded. By a roll call vote, all were in favor.

11. Adjournment

The Board emerged from non public session. Selectwoman Gilman moved to adjourn, seconded by Selectwoman Corson. The Board stood adjourned at 10:40 p.m..

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Sustainability Office Advocates (SOA) Presentation



Russ Dean <rdean@exeternh.gov>

Sustainability Office

SALLY WARD <ward31@comcast.net>

Thu, May 30, 2019 at 4:14 PM

Reply-To: SALLY WARD <ward31@comcast.net>

To: kcorson@exeternh.gov

Cc: NPapakonstantis@exeternh.gov, mcowan@exeternh.gov, jgilman@exeternh.gov, ASurman@exeternh.gov, rdean@exeternh.gov

Dear Kathy,

It is our understanding that the Sustainability Office will be on the agenda of Monday's (June 4) Select Board in the form of a motion to establish a Sustainability Office Advisory Committee. That is a good step forward, so we appreciate that. In addition, though, we would like to be able to present some of the extensive research the Sustainability Office Advocates have conducted. Some on the Select Board have seen a brief version of this research, but not in a public meeting with opportunity for discussion. We would request, therefore, that in addition to the item concerning the establishment of a committee, there be an agenda item on Monday for presentation of the research we were tasked to provide. Would this be possible?

Thank you

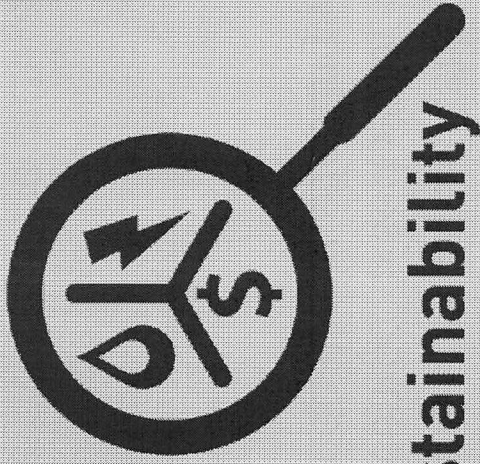
Sally Ward

Sustainability Office Advocates member

cc: Select Board

SOA members

Town Manager



**Sustainability
Office Advocates
(SOA) of Exeter**

SOA TEAM MEMBERS:

Terrie Harman

Robin Tyner

Sally Ward

Jenn Brackett Piskovitz

Gwen English

Chetana Parmar

Jordan Dickenson

Maddi Wallach

Kristen Osterwood

**EXETER
SUSTAINABILITY
OFFICE:**

THE WAY FORWARD

MAY 30, 2019 DRAFT

**“It always seems impossible,
until it is done.” Nelson Mandela**

WHY ARE WE HERE ? SUSTAINABILITY RECAP



Sustainability
Office Advocates
(SOA) of Exeter

- Warrant Article 31 - to create an Exeter Sustainability office in 2019 - passed overwhelmingly by Exeter voters
- Sustainability = “Everything that we need for our survival and well-being depends...on our natural environment. Sustainability creates and maintains the conditions under which humans and nature can exist...fulfilling the social, economic and other requirements of present and future generations.” -- US EPA
- Scientific research has established that climate change and environmental issues are at a critical tipping point. Rising sea levels, compromised water quality, and the health of the Great Bay estuary are negatively affecting Exeter now.

The need is Urgent.

The benefits of a Sustainability Office are substantial and measurable.

EXETER SUSTAINABILITY OFFICE – SB TASKS



■ **Tasking from 18 March 2019 Select Board meeting:**

- Draft proposed Sustainability Office mission and functions
- Identify “lessons learned” from other towns/cities, and cost savings
- Investigate potential alignment structures and determine best for Exeter
 - Part-time Sustainability Coordinator
 - Full-time Sustainability Coordinator
 - Sustainability Coordinator Pro-Tem
 - Reliance on volunteers and consultants
- Determine which other warrant articles (passed 12 Mar 2019) have Sustainability implications

EXETER SUSTAINABILITY OFFICE – PROPOSED SUSTAINABILITY OFFICE MISSION



MISSION of Exeter Sustainability Office:

To guide the development of policies and practices that simultaneously promote a healthy environment, strong community connections, and economic vitality;

to ensure that water and energy resources, uses, quality, and impacts are considered in decision-making processes that impact the town and its people;

and to achieve this in concert with the Master Plan, coordinating across all town departments, boards, committees and commissions to ensure long-term sustainability of natural resources

EXETER SUSTAINABILITY OFFICE PROPOSED PRIMARY FUNCTIONS



- 1. Serve as Cross-functional Team Leader of a Sustainability Team (Town Manager, Planner, DPW Director, Parks & Rec, etc.)**
- 2. Develop Initiatives & Structures to address Sustainability concerns and Climate impacts (*Master Plan pp. 9, 18-22*)**
- 3. Provide Education and Support for Exeter Citizens, and Promote a Culture of Sustainability**

Serve as Cross-functional Team Leader of a Sustainability Team (Town Manager, Planner, DPW Director, Parks & Rec, etc.)

- Partner with department heads, town boards/committees, vendors, municipal/civic organizations, the Chamber of Commerce, technical support organizations, regional partners, the public, etc. to creatively incorporate best practices and policies (*supporting Master Plan pp. 9*).
- Build connections with outside expertise, peers in other cities, and regional and state alliances, programs, and leaders
- Attend Rockingham County Planning Meetings and other organizations that promote sustainability

Develop Initiatives & Structures to address Sustainability concerns and Climate impacts (*Master Plan pp. 9, 18-22*)

- ✦ Draft sustainability vision, goals and strategy
- ✦ Research, propose initiatives, and foster creation of town programs that promote sustainability and resiliency, and reduce environmental impacts and climate vulnerabilities
- ✦ Investigate grants and resources through federal/state government, and regional, university, and non-profit programs. Maximize utilization of the resources cited in *Master Plan (pp. 18-20)*.
- ✦ Establish performance metrics, scoreboards and progress reporting procedures; measure and report results
- ✦ Track wetland waivers issued; analyze and report on their cumulative impact

Provide Education and Support for Exeter Citizens, and Promote a Culture of Sustainability

- Develop a multi-faceted communications and coordination strategy to promote and build awareness of town efforts
- Develop town website with sustainability resources for the community and individuals, including efficiency actions and links to studies/forums/etc
- Provide public outreach to engage stakeholders and constituencies; host a film festival (at least annually), organize forums to increase awareness of sustainability initiatives and to communicate progress on water, energy and waste management actions
- Create educational programs and materials to address issues of climate adaptation and resiliency, energy conservation, water quality/conservation, recycling and waste reduction, transportation choices, and building design.

SUMMARY OF OTHER TOWNS/CITIES LESSONS LEARNED



■ Towns/cities/schools we consulted and/or researched include:

Hanover, NH	Keene, NH	Lebanon, NH
Concord, NH	Portsmouth, NH	Hartford, VT
Plainfield, NH	Cornish, NH	Amesbury, MA
Concord, MA	Medford, MA	S. Portland, ME
Scarborough, ME	Millvale, PA	Pittsburg, PA
Fayetteville, AR	UNH	Dartmouth

■ Key Lessons Learned (remarkable consistency across towns/cities):

- **Volunteers are not enough!** (Most towns started this way.) They are necessary to work projects, but cannot serve as town reps in regional/state/national forums.
- **Consultants cannot replace a Sustainability Coordinator!** They may be useful for discreet projects, but can cost more, cannot perform key functions identified as priorities by town officials/boards, and cannot serve as reps in state/regional/national forums.
- **Sustainability coordinators need to report to the town manager** (or town council/mayor), Sustainability crosses all departments; those aligned w/in departments are less effective. Towns not set up this way are all striving for this arrangement.

EXETER SUSTAINABILITY OFFICE – RECOMMENDED OPTION SUSTAINABILITY COORDINATOR UNDER TOWN MANAGER



ALIGNMENT

- Work w/Town Manager and Depts (PW, Planning, etc) as cross-functional leader of town sustainability efforts
- Sust Coor requires the professional background and expertise to perform as cross-functional team leader.
- Support with a Sustainability Team, consisting of reps from other town committees

LESSONS LEARNED ELSEWHERE

- Best fosters innovative and holistic thinking
- Other cities benefitted from having an autonomous POC – independent of depts
- South Portland (reporting to city counsel) is better enabled to make progress than Scarborough (aligned under Planning)

PRO'S

- Best functional alignment to voter mandate
- Facilitates cross-dept/board innovation/coordination
- Easier to prioritize goals/projects across Depts; Depts more likely to engage
- A single POC for the public, state/regional offices; & local businesses => more consistent messaging
- Perceived as "honest broker" by the public
- Can effectively communicate Dept/town efforts, initiatives, actions and progress to the public;
- More time to pursue grants/rebates/partnerships and provide maximum benefits/results to town

CON'S

- Vulnerable to changes in Select Board

17 WARRANT ARTICLES THAT PASSED MARCH 2019 HAVE SUSTAINABILITY LINKAGES



- Article 2 & 3: Zoning amendment #1 and #2 (fertilizer and shoreland district)
 - **Article 6: Exeter Public Library Renovations and Repairs (Any HVAC replacement should utilize renewables.)**
 - **Article 7: Parks/Recreation Park Design/Engineering**
 - Article 8: Salem Street Water/Sewer/Drainage Improvements (this area flows toward Squamscott River – is in watershed)
 - Article 11: 209 Water Budget (Budget for testing for PFOAs, etc.)
 - Article 15: Appropriate to Capital Reserve fund – sidewalks (Green building, impact of additional paved surfaces, smart stormwater drainage, etc.)
 - Article 16: Replace Streetlights with LED Streetlights
 - Article 19: Establish Town Parks Improvement Capital Reserve Fund and Funding (sustainability in our parks should become part of this budget)
 - Article 23: Intersection Improvement Plan Funding (smarter stormwater planning, traffic flow, etc.)
 - Article 24: Pickpocket Dam Study (look at project through bigger picture sustainability/impacts on connected watersheds, etc.)
 - Article 26: Snow and Ice Fun Appropriation (look at salt impact, etc.)
 - Article 27: Establish Swaswy Parkway Maintenance Fund and Funding (look at green grounds care practices, run-off to river, etc)
 - Art 30: RBO ordinance – its passage also indicates widespread support for sustainability-related issues
 - Art 31: Establish Sustainability Office
- SAU16 School Ballot:**
- Article 1: 20 Year Bond for CMS Addition and Renovation (sustainability practice throughout project)
 - Article 3: CRF for Synthetic Turf Replacement for EHS (cost out green options. Avoid toxic turf)

EXETER SUSTAINABILITY OFFICE RECOMMENDATIONS



■ Recommended actions in 2019:

- Formalize a Sustainability Committee as a Town Committee
- Finalize job description for Sustainability Coordinator
- Incorporate Sustainability considerations into Articles 6 & 7
- Library HVAC replacement needs to incorporate renewable energy (get estimates that consider ROI/payback)
- Parks & Rec: incorporate sustainability considerations into new park design
- Pursue grants, rebates, and other funding resources; apply for a 2020 UNH intern
- Craft 2020 proposals for the budget committee to create a Sust Coord position in 2020.
- Draft Exeter vision & goals in coordination with Exeter town depts/committees
- Collect data on 2018/2019 town energy use, for baseline emissions calculations

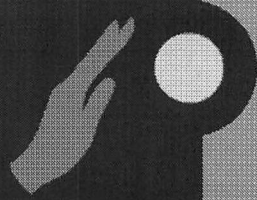
■ Recommended actions for 2020:

- Stand up a Sustainability Office in 2020 with Coordinator reporting to the SB via the Town Manager
- Provide public outreach and education about town initiatives, actions and progress; support efforts to host a film festival.

EXETER SUSTAINABILITY OFFICE CONVERSATIONS TO DATE

- **Energy Committee**
- **Conservation Commission**
- **River Advisory Committee**
- **Town Planner**
- **Town Natural Resource Planner**
- **Town Economic Development Director**
- **Town Building Inspector**
- **Director, Dept of Public Works**
- **Director & Staff, Parks and Recreation**

Voters said
“yes!” to SO



SO details get
developed



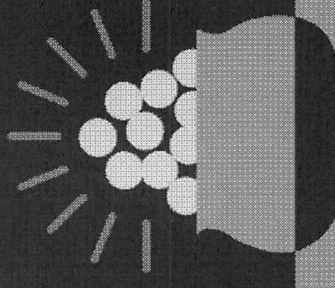
SO staff gets
to work



SO actions
yield results



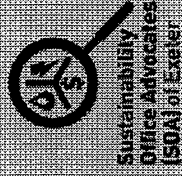
Benefits
impact
community
& beyond



“The future is tomorrow. You cannot say you didn’t know. You are a leader – you have to act now.”

Gerald Maradan, Eco-Act

SUPPORTING DATA AND INFORMATION



BACK-UPS Appendices

**30+ additional slides with
detailed data and descriptions**

Sustainability Committee Discussion

Town of Exeter
Sustainability Advisory Committee

Mission Statement:

The Sustainability Advisory Committee's role is to advise the Select Board on sustainable practices within the Town of Exeter and benchmark community progress in areas of sustainability.

Committee Charge:

The purposes of the Sustainability Advisory Committee are as follows:

Define sustainability within the context of current town operations.

Review sustainable initiatives and progress in town departments and functions.

Identify and engage community partners and stakeholders in the sustainability efforts.

Explore and create core focus areas for sustainability efforts from the town government's perspective.

Perform a "gap analysis" of what Exeter has accomplished (both community and town government?) regarding sustainability efforts, and recommend what needs to be accomplished.

Consider how the town will establish a formal Sustainability Office and what core tasks and functions will be part of the office's work, including budget, personnel, and expenses.

Advise the Select Board, Town Manager, Planning Board, Budget Recommendations Committee, and Public Works Department on available grants to support sustainability initiatives.

Advise the Select Board, Town Manager, Planning Board, Budget Recommendations Committee, and Public Works Department on sustainability priorities and initiatives within the town CIP process.

Include an annual report to the Select Board encompassing the areas above and progress in each of the areas.

Members of this advisory board shall consist of the following members:

There is hereby established by the Select Board an eight (8) person Sustainability Advisory Committee

1 member of the Select Board

7 At Large Members (appointed by the Select Board)

Town Planner or their designee – Non-voting

At large members shall serve three-year staggered terms. Initial appointments shall be made for 1,2, and 3 year terms and thereafter be 3 year term.

DRAFT

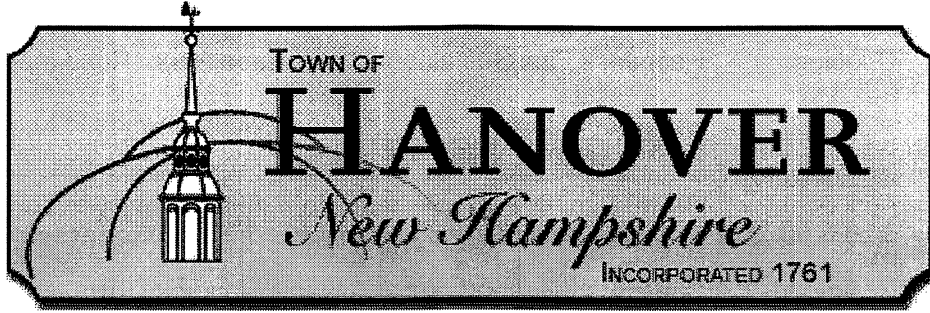
Examples of the Town of Exeter efforts to insure a sustainable future:

- The Town has a Wetlands Conservation District to promote the most appropriate use of land and the protection of wetland ecosystems and water quality.
- The Town has an Aquifer Protection District that focuses on protecting groundwater resources by prohibiting certain uses in the district to protect water quality.
- The Town has a Shoreland Protection District to protect, maintain and enhance water quality in our surface water bodies that includes all major rivers and their tributaries including buffer requirements.
- The Town has an Open Space Development ordinance that allows flexibility to develop smaller lots, create protected open space, and reduce the amount of infrastructure needed to support development.
- The Town requires structures to be constructed at least one (1) foot above the base Flood Elevation shown on the FEMA maps to address and protect against potential future impacts of climate change.
- The Planning Board adopted Low Impact Development (LID) Regulations in 2018 that requires the use of Low Impact Development site planning and design strategies to reduce stormwater runoff volume, protect water quality and maintain predevelopment site hydrology.
- Prior to adopting LID regulations, the Planning Board and staff consistently encouraged the use of LID best management practices despite not requiring them and most applications met a higher standard than our regulations required due to the efforts of the board and staff to address water quality and runoff concerns.
- The Planning Board requires a site-specific soil map or high intensity soil map on site plan and subdivision applications.
- The Planning Board adopted provision requiring all developments that come before the them to provide an ongoing annual report on all stormwater Best Management Practices (BMP's) to insure they are functioning as designed and approved. This is an ongoing condition of approval.
- The Planning Board routinely requests an independent third party review of important issues such as wetlands evaluations and traffic analyses when proposed projects.
- The Planning Board supported staff to secure a grant to examine flexible zoning initiatives to encourage affordable housing developments and sustainability by promoting development in areas already serviced by town infrastructure and focusing on improvements to the public realm.
- The Planning Board and the Healthy Lawns Clean Water (HLCW) Committee promoted and moved forward an ordinance to limit fertilizer use in the Wetlands, Shoreland, and Aquifer protection districts that was adopted by the Town in 2016. The project was presented to multiple Town boards to enhance awareness.
- The Planning Board adopted a Master Plan update in 2018 that is committed to building a sustainable future as outlined in many of the tasks set forth in the Action Agenda.

- The Master Plan Oversight Committee (a PB subcommittee) attended a recent Conservation Commission requesting the Commission's help to implement the action items in the Master Plan related to natural resources that include climate change, conservation priorities, and water resource policy.
- The Town coordinated the removal of the Great Bridge Dam in 2016 to improve water quality and enhance wildlife habitat in the Exeter River watershed.
- The Town diversified its drinking water resources by constructing the Larry Lane water treatment plant.
- The Town created the CAPE (Climate Adaptation Plan for Exeter) study and incorporated details from this study regarding flooded roadways and overwhelmed stormwater systems in the 2018 Hazardous Mitigation Plan Update.
- The Town participated in WISE (Water Integration for Squamscott and Exeter) - integrated watershed plan for Exeter, Stratham and Newfields. Contains a great list of septic properties near rivers and a number of other recommendations to enhance, protect and maintain water quality.
- Town held a Climate Open House in February of 2018. The event had multiple tables with posters sharing what the Town, the CC and the HLCW committees do to make Exeter a more sustainable and resilient community.
- The Town conducted the 2016 TNC Coastal Conservation Plan Update that identified areas in town important for flood storage, water quality protection and salt marsh migration.
- The Town presented the C-Rise maps to Exeter Country Club and talked about impact of SLR on ECC. Hope to seek supplemental funds for an engineering plan that would work with ECC and CC on a collaborative living shoreline proposal.
- The Town participated in SLAMM - Sea Level Affecting Marsh Migration ID areas that are constraints to migration.
- Land Protection: 65% of Exeter's Special Flood Hazard Areas (based on previous FEMA boundary) is a park or publicly preserved open space. Almost 30% of land in Exeter is protected through permanent conservation easements.
- Shoreline protection – All property, except for the Railroad corridor, along the length of the Squamscott River is protected from 101 to town northern boundary. Recent Cole property acquisition included an allowance in deed for climate adaptation related activities as an approved use.
- The Town requested to be a "pilot study" in the near future for the Rockingham Regional Planning Commission to evaluate the ability to expand 79E to include improvements that property owners make to improve the climate resiliency of their buildings.
- The Town hosted educational events around Dam removal during 2018 - met with Durham Town officials and presented a "lessons learned" style info session, hosted a

walk w/ NOAA and NHFG at dam site on World Fish Migration Day as well as a fish ladder tour at Pickpocket.

- The Town is actively implementing the Nitrogen Control plan and meeting requirements of the AOC and MS4 permits.
- Staff went on a tour of Berry Brook project in Dover this fall to see alternative DPW-friendly approaches to stormwater treatment and management.
- Marshal Farms Rain Garden Project - installed 2 rain gardens, held educational forums associated with stormwater runoff and its impact on Brickyard pond.
- Held a Soak Up the Rain neighborhood event at Westside Drive - installed 1 raingarden w/ DPW assist and educated numerous residents about the little river buffer.
- Installed Downtown library raingarden and educational signage.
- Norris Brook buffer enhancement project in Swasey Park.
- HLCW forum at Exeter High School - talked about health of Great Bay, hosted Chip Osborn who spoke about organic lawncare management, Jay Feldman who talked about the impact of pesticides, and the owner of Edridge Lumber who presented how they converted their store stock and community to use organic products. Hosted several local vendors who showed off their organic lawn care products.
- HLCW held a best management practices forum and educated the public about how to read a fertilizer bag, how to calibrate your spreader, sold rain barrels, etc.
- HLCW held a forum at Riverwoods and invited turf managers from large lawn owners in town (PEA, Chinberg, schools, parks and rec, etc).
- Annual rain barrel sale - Reduces water use, reduces stormwater runoff and I add HLCW magnets that highlight 5 steps to water quality friendly lawn care.
- Think Blue Exeter - website, past outreach etc.
- The Town created an Energy Committee to examine ways to lessen the Town's carbon footprint and reduce energy consumption.
- The Energy Committee is working on several initiatives and an LED retrofit of the Town's existing streetlights is moving forward to the voters on the March 2019 Warrant.
- The DPW installed a solar panel array at their facility at 13 Newfields Road.
- Town actively participated in the Piscataqua Regions Estuaries Partnership (PREP) 2018 State of the Estuary Report and 2015 Planning Assessment that examined water quality by watershed and PREP grant funded the initiation of the HLCW Committee.



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Sustainable Hanover Committee

Ready for 100 Year 2 - Public Document Hanover's Second Annual Energy Forum

Mission

The Sustainable Hanover Committee supports the efforts of the community to assure that the Town of Hanover thrives for present and future generations.

Gardening

Want to garden but don't have the space? Consider joining the Hanover Community Gardens! Check out their link to find out more: <https://hanovergardens.org/>

Current and Ongoing Activities

Event/Program	Date	Description
---------------	------	-------------

Event/Program	Date	Description
School Street Park	Ongoing	Hanover's First Sustainable Landscape Park. Read more... Come to learn what's happening. Pick up new ideas to make your energy profile leaner and greener.
Hanover's Second Annual Energy Forum: Achieving 100% Renewable Energy	Wednesday, April 24, 6:00-8:00 PM, Richmond Middle School Auditorium	Poster Exhibit will showcase eco-friendly, cost saving energy projects that have been done by Hanover residents, businesses and non-profits. Speakers will report on Sustainable Hanover, Town, and Dartmouth accomplishments since last year's forum, preview 2019 -20 initiatives and answer your questions. Come early for a free LED light bulb from Liberty Utilities (while supply lasts).
Going Out Green: Two Presentations by Lee Webster	Wednesday, March 27, 12:00-1:30 PM and Wednesday, May 22, 10:00-11:30 AM	Wednesday, March 27, 12:00-1:30 PM: Osher Brown Bag lunch at the Black Center: "Going Out Green: Exploring Sustainable & Meaningful Funeral Options" and Wednesday, May 22, 10:00-11:30 AM at D-H Aging Resource Center: "Home Funerals, Green Burials and Everything in Between"
Energy-Saving Trees		Hanover Parks and Recreation is partnering with Liberty Utilities and the Arbor Day Foundation to recognize and celebrate Hanover's 40 years of Tree City USA accomplishments. We are offering one free tree sponsored by Liberty Utilities to Hanover/Etna customers through Energy-Saving Trees, an Arbor Day foundation program that helps conserve energy and reduce energy bills through strategic tree planting. Liberty Utilities customers can reserve their free trees using the Arbor Day Foundation's online tool that helps customers estimate the annual energy savings that will result from planting trees in the most strategic location near their homes or businesses. Customers can choose a Serviceberry, Magnolia, Sweetgum or Tuliptree and are expected to care for and plant them in the location provided by the online tool. These varieties were chosen to add beauty to the landscape and attract native songbirds and pollinators. The program will continue until all 100 trees are reserved. The 2-4 ft. tall trees will be available for pickup on Saturday, May 11th at Pine Knolls Cemetery in Hanover, 9am to 12pm. Click this link to sign up: https://energysavingtrees.arborday.org/?PartnerCode=07287#Start

Staff Contacts

Name	Title	Phone
Peter Kulbacki	Director of Public Works	(603) 640-3371
Robert Houseman	Director - Planning, Zoning & Codes	
Julia Griffin	Town Manager	

Appointed Officials - by the Board of Selectmen (3 year term)

Name	Title	Term Expiration
Christopher Kennedy		09/2018
Susan Edwards	Recycling Subcommittee	09/2018
Mary Donin		09/2018
David McManus		09/2019
Marjorie Rogalski	Co-Chair	09/2019
April Salas		09/2019
Stowe Beam		09/2019
Yolanda Baumgartner	Co-Chair	09/2020
Mary Ann Cadwallader		09/2020
Barbara Callaway		09/2021
Jenna Musco	Sustainability Program Manager, Dartmouth College	
Rosalie Kerr	Dartmouth College Sustainability Director	
Judith Colla		01/2022



* School Street Park *

2017 Annual Report

Composting Resources for Hanover Residents

Energy Subcommittee

Green Power Community

Hanover Becomes First NH Town to Commit to 100 Percent Renewable Energy

Hanover's Second Annual Energy Forum

Newsletters

Past Activities

Ready for 100 Forum (Photos)

Ready for 100 Forum (Video)

Recycling Subcommittee

Recycling/Reuse

Renewable Energy

Sustainable Hanover and the Town Master Plan

Sustaining Landscapes Subcommittee

Contact Info

Meetings - When: 3rd Wednesday of each month. PLEASE CHECK CALENDAR TO CONFIRM MEETING AND/OR TIME CHANGES.

Meetings - Where: Town Hall, 41 South Main Street (2nd Floor Boardroom)

Meetings - Time: 8:30AM - 10:00AM

Sustainable Hanover Committee Calendar

«				May				»	
S	M	T	W	T	F	S			
			1	2	3	4			
5	6	7	8	9	10	11			
12	13	14	<u>15</u>	16	17	18			
19	20	21	22	23	24	25			
26	27	28	29	30	31				

All upcoming events

Agendas

- 2019-05-15 Sustainable Hanover Agenda
- 2019-04-17 Sustainable Hanover Agenda
- 2019-03-20 Sustainable Hanover Agenda
- 01-16-2019 Sustainable Hanover Agenda
- 12-19-2018 Sustainable Hanover Agenda

[View all](#)

Minutes

- 2019-04-17 Sustainable Minutes

- [3/20/2019 Sustainable Minutes](#)
- [2/20/2019 Sustainable Minutes](#)
- [1/16/2019 Sustainable Minutes](#)
- [12/19/2018 Sustainable Minutes](#)

[View all](#)

Hanover Town Hall

PO Box 483, Hanover, NH 03755 (603) 643-0742 Hours: Mon. - Fri., 8:30AM - 4:30PM

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Sustainable Hanover Committee

Wednesday, April 17, 2019

Present: Yolanda Baumgartner, Stowe Beam, Barbara Callaway, Mary Donin, Rob Houseman, Chris Kennedy, Lyn Swett Miller, Dennis Robison, April Salas

Approval of March minutes

Introduction [Yolanda]

Lyn Swett Miller is joining Sustainable Hanover Committee – picking up leadership of Sustainable Landscapes following Larry Litten’s departure.

Announcements [Yolanda, April]

- Invitation from Vermont Community Garden Network extended to Sustainable Landscapes to join them on Wednesday, May 8 for workshop -- “Growing a Community of Gardeners.” The Family Place, Norwich. 4:30 to 7:30 pm. <https://www.facebook.com/events/367167110884420/>
- “Empowering Energy Innovation in New Hampshire: Moving from Theory to Reality.” Panel by Tom Burack, April Salas and Henry Herndon, hosted by Irving Institute. <https://irving.dartmouth.edu/events/event?event=55567>
Tuesday, April 30, 2019, Moore Hall B03, 4:30pm – 6:45pm

Energy Forum Update [Barbara, Stowe]

Sign-ups are happening, neighborhood groups doing outreach, signage, ads in *Valley News*, the SHC newsletter and in church newsletters. Set-up starts at 4:30, Richmond Middle School.

Sustaining Landscapes [Lyn]

Working with John Sherman of HPR. Goal to have the School Street Park completed by fall with an opening event, carrying on Larry Litten’s vision. Tie the fall opening event to the fall SHC newsletter. Discussions of signage, activities to take place there.

Open Space Priorities Plan [Rob]

Conservation Commission event on Thursday April 25. 7pm, Mayer Rm., Howe Library. Discussion of placement of solar and pros & cons of easements and restrictions on open land.

SHC Newsletter Update [Dennis]

First edition out today via Town E-news and linked to SHC webpage. Editorial policy discussion of what level of bias is appropriate. OK to report on pending legislation and indicate precisely what SHC supports.

Regulating Plastics Bills [Yolanda]

Watching pending legislation in Concord. Eliminating plastic could be the focus of SHC July retreat – also focus of July 4th parade? Brainstorm a campaign.

Other [April]

“Paris to Pittsburgh.” Documentary about climate change. Effort to bring it to Dartmouth/Hanover for screening. SHC should support it.

<https://www.paristopittsburgh.com/>

Next meeting May15th.

Submitted by
Mary Donin

AGENDA

SUSTAINABLE HANOVER COMMITTEE

SHC meeting on **Wed, May 15, 8:30-10:00 a.m.**

Review last month's minutes.

Announcements:

*Film & Discussion, May 21, 5:30 - Pittsburgh to Paris, Loew Theater at Black Arts Center

*Green New deal Town Hall, Friday, May 24 7-8:30pm at the Black Community Center

Introductions: Emily Rogers, Marc Morgan

Marc Morgan--Reuse and recycling.

Updates:

Town Meeting vote on Articles 15 and 16

Post Forum analysis takeaways

Solar initiatives--April

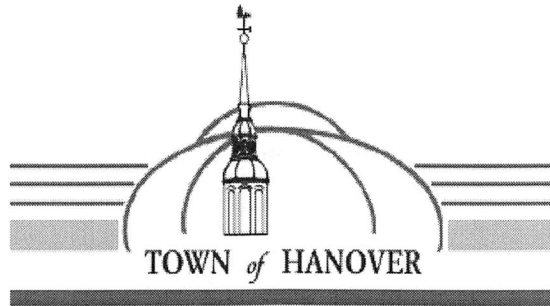
Weatherization --Marjorie

May 7 Vital Communities UV Energy Roundtable --

Faith based Climate Change activation via Neighborhood groups --Barb

School Street Park Update--Lyn Miller

Other:



Sustainability Director

Planning and Zoning

PZ/07

JOB SUMMARY

This position is responsible for the administration and management of the Sustainability Office, a division of the Planning and Zoning Department.

MAJOR DUTIES

- Directs the overall activities of the Sustainability Office.
- Directs the town's sustainability efforts together with the Sustainability team (Town Manager, Public Works Director, Planning and Zoning Director).
- Provides technical expertise and leadership in evaluating key opportunities to achieve "Ready for 100" goals.
- Prepares special analyses and reports for the Town Manager and Board of Selectmen; provides technical assistance as requested.
- Maintains a current knowledge of professional, technical, and legal trends relating to sustainability and renewable energy issues.
- Networks with and ensures coordinated efforts of related professional and administrative staff as well as consultants and community volunteer boards and committees working on sustainability initiatives with the Town.
- Oversees the provision of technical, professional and administrative support for Sustainable Hanover together with the Sustainability team.
- Remains abreast of grant opportunities; directs the town's efforts in securing and administering grants.
- Oversees and conducts professional planning studies and analyses to inform public decision making.
- Coordinates department activities with those of other town departments and outside agencies as well as Dartmouth College.

- Conducts public awareness and education campaigns of Town efforts around sustainability, renewable energy and the “Ready for 100” initiative.
- Answers questions from the general public concerning sustainability and renewable energy issues.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of sustainability and renewable energy theories, principles, and practices.
- Knowledge of sustainability engineering principles and practices.
- Knowledge of federal, state and local regulations regarding renewable energy.
- Knowledge of legal terminology.
- Knowledge of contracts and contract negotiations.
- Knowledge of town and department policies and procedures.
- Skill in management and supervision.
- Skill in directing municipal sustainability work.
- Skill in project budgeting.
- Skill in operating a computer and related drafting equipment.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Town Manager assigns work in terms of divisional goals and objectives. The supervisor reviews work through conferences, reports, and observation of department activities.

GUIDELINES

Guidelines include relevant state and federal laws, town ordinances, and town and department policies and procedures. These guidelines require judgment, selection, and interpretation in application. This position develops department guidelines.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied technical and administrative duties concerning sustainability. The number and diversity of duties performed contribute to the complexity of the work.

- The purpose of this position is to sustainability and renewable energy planning and project implementation for the Town of Hanover. Successful performance helps ensure that the Town meets its sustainability goals and provides leadership on renewable energy initiatives in the region.

CONTACTS

- Contacts are typically with co-workers, other town employees, professionals with subject matter expertise, consultants and advisors, key college staff business leaders, property owners, local and state elected officials, architects, engineers, and the general public.
- Contacts are typically to give or exchange information, resolve problems, motivate and collaborate with other Town employees, and to negotiate, defend, or settle matters.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table. The employee must frequently lift light objects, occasionally lift heavy objects. Employee must be able to distinguish between shades of color.
- The work is typically performed in an office and outdoors at field sites. Outdoor work may occasionally be in inclement weather.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

No direct supervision of employees.

MINIMUM QUALIFICATIONS

- Bachelor's degree, preferably in a course of study related to the occupational field. Graduate degree preferred.
- At least five years of related work experience, including supervisory and/or project management experience.
- Possession of or ability to readily obtain a driver's license valid in the State of New Hampshire for the type of vehicle or equipment operated.

New Position effective 4/2/18

**SALARY NU / EXEMPT SALARIED EMPLOYEES NON-UNION
2019**

	GRADE 24
STEP A	\$85,230.83
STEP B	\$86,935.45
STEP C	\$88,674.15
STEP D	\$90,447.65
STEP E	\$92,256.59
STEP F	\$94,101.72
STEP G	\$95,983.76
STEP H	\$97,903.45
STEP I	\$99,861.51
STEP J	\$101,858.75
STEP K	\$103,895.93
STEP L	\$105,973.83
STEP M	\$108,093.32
STEP N	\$110,255.17
STEP O	\$112,460.28
STEP P	\$114,709.49
STEP Q	\$117,003.68
STEP R	\$119,343.76
STEP S	\$121,730.63
STEP T	\$124,165.25
STEP U	\$126,648.55
STEP V	\$129,181.52

Classification Plan Amendments

**CLASSIFICATION PLAN – TOWN OF EXETER
NON UNION**

GRADE 1	Custodian
GRADE 2	Records Clerk Vehicle Maintenance/Highway Laborer
GRADE 3	Solid Waste Facility Operator Assistant Town Clerk Water/Sewer Utilities Clerk Office Clerk/ Parks-Recreation Office Clerk – Fire (PT)
GRADE 4	Administrative Assistant - Planning
GRADE 5	Deputy Town Clerk Human Resources Assistant (PT)
GRADE 6	Recreation Coordinator Office Manager – DPW/Fire/Police/ Parks-Recreation
GRADE 7	Executive Assistant Deputy Code Enforcement Officer IT Technician
GRADE 8	Deputy Tax Collector Water/Sewer Engineering Technician Engineering Technician
GRADE 9	Welfare/Human Services Administrator Natural Resources Planner Health Officer
GRADE 10	Water Treatment Operations Supervisor Electrical Inspector Deputy Assessor Assistant Director – Parks/Recreation
GRADE 11	Assistant Town Engineer Maintenance Superintendent Human Resources Administrator Accountant
GRADE 12	Highway Superintendent Senior Accountant

**CLASSIFICATION PLAN – TOWN OF EXETER
NON UNION**

GRADE 13	Economic Development Director Town Clerk
GRADE 14	Parks/Recreation Director Building Inspector/CEO Police Captain/Staff Police Captain/Patrol Assistant Fire Chief – EMS Coordinator Assistant Fire Chief – Deputy EMD Water/Wastewater Manager/Engineer IT Coordinator
GRADE 15	Town Planner
GRADE 16	Finance Director Town Engineer
GRADE 17	
GRADE 18	Chief of Police Fire Chief/Emergency Management Director DPW Director
GRADE 19	
GRADE 20	Town Manager

Adopted: July 28, 2014
Amended: December 15, 2014
Amended: June 19th, 2017 (added Deputy Assessor)
Amended: February 11th, 2019 (add Senior Accountant)
Amended: June 3, 2019

Tax Abatements, Credits & Exemptions

Correspondence

***A Collaboration Proposal Between
Exeter Hospital and Seacoast Mental Health***

- WHO:** Seacoast Mental Health, 30 Prospect Avenue
Exeter Hospital, 4 Alumnae Drive
- WHAT:** Exchange of current properties
- WHY:** Mental Health Crisis Needs for larger, upgraded facilities
- HOW:** CHMA Community Mental Health Agreement & 2008 Plan
Seacoast Mental Health is a state-designated center. Funds from the Governor for upgrades to 4 Alumnae Drive and funding for higher wages to keep employees. We need the Governor's 10-Year Mental Health Plan TODAY!
- WHEN:** NOW!!! Clean out the 4 Alumnae Building immediately, relocate the sleep lab, the driving school and the records.
- BENEFIT:** Seacoast Mental Health will have a state-of-the-art facility
Exeter Hospital will acquire a nice property BUT
Must agree to block the driveway so no traffic for *Residents*
- OUTCOME:** Community Engagement, better facilities so Seacoast Mental Health can operate with everything they need to accomplish their important work.
- Safer with less traffic in neighborhoods, affordable housing is attracting young families.

May 10, 2019

R.S. DeCicco



May 23, 2019

Town Manager's Office

MAY 28 2019

Received

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

Re: Changes to Xfinity Packages with Cinemax

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV services.

Accordingly, as of July 17, 2019, customers who subscribe to the Digital Premier Tier, receive Digital Premier Tier as part of their package, or subscribe to most other packages with Cinemax, will receive Hitz, a new service that will include more than 200 movie titles selected from a variety of top studios. As of that date, Cinemax will no longer be available with Digital Premier Tier or those packages. For more information about this change, please visit <http://xfinity.com/hitz>. We are notifying customers who subscribe to these services of this change.

Cinemax will still be available to purchase separately as a Premium channel. Customers who currently subscribe to Cinemax as a separate Premium channel or with our Digital Preferred w/ 1 Premium (Cinemax) service will continue to receive the channel. For those customers, as of July 10, 2019, the following channels will only be located on channels 1822 to 1835, where available: More Max, Action Max, Thriller Max, 5Star Max, MovieMax, OuterMax, and Cinemáx. We are notifying customers who currently subscribe to these channels through bill messages.

Please feel free to contact me at 603.334.3603 if you have any questions.

Very truly yours,

Jay Somers

Jay Somers, Sr. Manager
Government Affairs



TO: HealthTrust Strategic Board of Directors
FROM: HealthTrust Strategic Planning Committee
RE: Grand Rounds
DATE: May 2, 2019

This memo addresses a proposed service enhancement discussed at the April 18, 2019 Strategic Planning Committee meeting. The Strategic Planning Committee is recommending the addition of the Grand Rounds' Beacon program to the medical benefit options (other than Medicomp Three) offered by HealthTrust. The Grand Rounds' Beacon solution offers a comprehensive program for Enrollees and Covered Dependents with complex medical conditions which can result in significant savings by assisting in obtaining an accurate diagnosis early on, setting an optimal treatment path, and avoiding unnecessary medical services. The Beacon solution consists of three interwoven services that wrap around the individual's coverage to provide support throughout the care journey. Grand Rounds currently provides this program to over 100 entities including Home Depot, the State of Maine, and Walmart.

Grand Rounds Beacon includes the following three components:

Expert Opinions: Remote second opinions from world class physicians which provide:

- Expertise from world-class physicians, including experts across all specialties,
- Clinical support from Grand Rounds' physician-led Care Team,
- Measurable impact - 66% change in diagnoses and/or treatment,
- Average claims savings of \$8,900 per case, and
- A strategy to address the 2/3rds of healthcare expenses wasted on unnecessary services.

Office Visits: Identify the highest quality local/in-network physicians for the Covered Individual's needs:

- Physician-led Care Team hand picks most appropriate specialist and PCPs and helps prepare patients for office visits,
- Facilitated access for appointments and surgical procedures with leading centers,
- Priority access to practices around the country including major academic medical institutions such as Dana Farber Cancer Institute, the Mayo Clinic, Boston Children's Hospital, and Mass General, and
- Average savings of \$2,615 per converted office visit.

Treatment Decision Support: Fast access to physicians for treatment decision support and triage:

- Personalized treatment decision support from in-state, licensed physicians
- Opportunity for same-day answers via phone or video call,
- Peace of mind and convenience for Covered Individuals, and
- Average savings of \$350 per case.

A PowerPoint presentation on the program components and impact analysis are attached for your review.

Pricing and Expected Cost:

Grand Rounds Beacon program is priced on a Per Enrollee Per Month (PEPM) fee. The cost of the program will be based on the actual month's Enrollee count. Although the fee is based on the number of Enrollees, it is important to note that all Covered Dependents will have access to the program. However, Retirees on HealthTrust's Medicomp Three coverage would not be eligible for this program.

In the first year of the contract, the PEPM fee will be based on the lowest utilization rate (regardless of the actual utilization rate used in year one). The PEPM fee in subsequent years will be based on the utilization rate from the previous year.

Staff was able negotiate PEPM fees for the Grand Rounds' Beacon program as noted in the schedule below:

Total Utilization ¹	PEPM
From 0.00% to 2.50%	\$2.64
From 2.51% to 3.00%	\$2.84
From 3.01% to 3.50%	\$3.25
From 3.51% to 4.00%	\$3.65
From 4.01% to 4.50%	\$4.05
From 4.51% to 5.00%	\$4.45
From 5.01% to 5.50%	\$4.86
From 5.51% to 6.00%	\$5.26

Custom pricing above these thresholds

Currently there are 19,106 HealthTrust Enrollees (not including Medicomp Three) who would be eligible for the Beacon program. Based on this number of Enrollees and the \$2.64 applicable PEPM fee, the estimated cost of the Beacon program for the first year (11 months, August 1, 2019 – June 30, 2020) is \$554,838.

In years two and three the cost will be based on the number of HealthTrust Medical Enrollees (not including Medicomp Three) and the utilization rate from the previous year. Note that the utilization rate for establishing the PEPM fee is based on the number of both Expert Opinion and Office Visit services provided. Treatment decision support is unlimited and will not impact the utilization rate in years two and three.

Grand Rounds typically charges a standard \$50,000 implementation fee. However, it will waive the implementation fee if HealthTrust enters into a three-year contract with Grand Rounds for an August 1, 2019 effective date.

Performance Guarantee

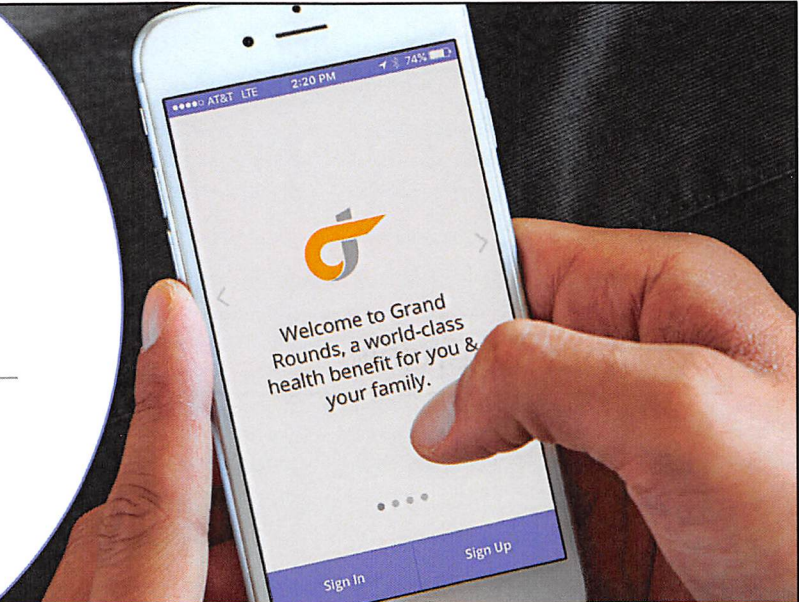
Grand Rounds will place up to 20% of the PEPM fees at risk to ensure an annual minimum 1:1 return on investment (ROI). As such, Grand Rounds will credit any shortfall in the 1:1 guaranteed


HealthTrust Board of Directors
Grand Rounds Proposal
May 2, 2019
Page 3 of 3

ROI (up to 20% of its annual PEMP) toward the subsequent year of service. Based on Grand Rounds review of our data, they report that there is a potential to reduce HealthTrust's annual healthcare spend by \$1.6 to \$2.5 million with the Beacon program.

It is the Strategic Planning Committee's recommendation to add the Grand Rounds Beacon program to the medical benefits offered by HealthTrust to all HealthTrust medical benefit options, other than Medicomp Three, effective August 1, 2019 for a period of 3 years ending June 30, 2022.

Thank you for your consideration and if you have any questions, please contact a member of the Strategic Planning Committee or Wendy Lee Parker.



 GRAND ROUNDS


Grand Rounds Overview


May 9, 2019

AT&T LTE 2:20 PM 74%

Welcome to Grand Rounds, a world-class health benefit for you & your family.

Sign In Sign Up

HealthTrust 



Agenda

- Company Overview
- Product Overview
- Results/ROI
- Engagement
- Questions

Company Overview



Why we exist



Co-founder Dr. Rusty Hofmann
and his son, Grady

A few of the thousands of members and
doctors we connect every month



About Grand Rounds

Ecosystem of leading employers, providers and award-winning team



4+ million members served through 100+ customers



Dozens of leading medical institution partners



Industry-leading investment in clinical, data science and technology staff



Grand Rounds approach



Multidisciplinary physician-led care team



User-friendly technology



Data-driven insights on provider quality



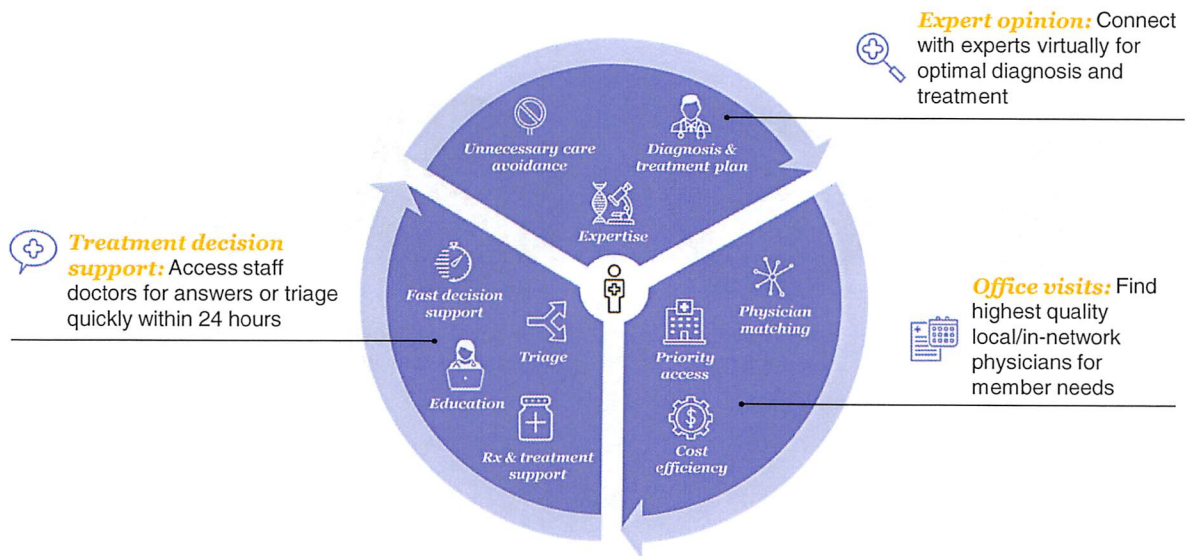
Proven member engagement

Product Overview



Beacon: A comprehensive solution for high cost claimants

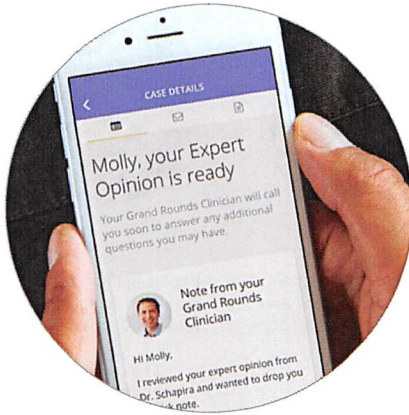
Greater than the sum of its parts





Expert Opinions

Remote second opinions from world-class physicians



- Unmatched expertise from world-class physicians, including experts across all specialties
- Intuitive and fast process with uncompromised clinical support from physician-led Care Team
- Meaningful and measurable impact including 66% change in diagnoses and/or treatment
- Average of \$8,900 savings per case
- Addresses issue of 2/3rds of healthcare expenses wasted on unnecessary healthcare services



Grand Rounds Experts

Patients receive care from leading clinical minds from all clinical subspecialties



NINA SHAPIRO, MD
Pediatric Otolaryngology | UCLA



STEPHEN PAGET, MD
Rheumatology | Hospital for Special Surgery



KEITH LILLEMOR, MD
Surgical Oncology | Mass General Hospital



BRETT STACEY, MD
Pain Management | University of Washington

Experts include:

- Department chairs of premier research hospitals
- Selection informed by our Quality Algorithm
- Individual/institutional contracts with SLAs
- 2,000+ physicians; all conditions
- Vetted quarterly and prior to case assignment
- Continuous process improvement to prune and rebalance the panel

Expert opinions Member process



1

After member triaged to expert opinion, clinical history call conducted

~1 day



2

Medical records collection, collation and digitization

5-15 days



3

Selection of world-class expert that specializes in member's condition

~1 day



4

Expert reviews member's case and answers her questions

~2 days



5

Expert opinion report delivered to member and follow-up begins

~1-2 days for report, delivery, follow-up ongoing

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The results are clear
Real, immediate impact

\$8,900 avg. savings
per Expert Opinion*



Better health outcomes

20-25% fewer complications

30-40% lower mortality



More appropriate clinical guidance

66% change in diagnosis or treatment

40% removal of unnecessary surgery



Outstanding experience

50+ NPS patient satisfaction

100% increase in medical comprehension

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Office Visits

Concierge-style visits with best matched in-network physicians



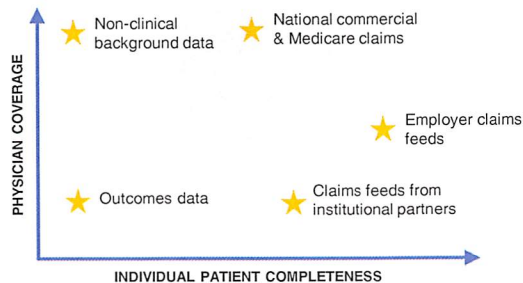
- Physician-led care team hand picks most appropriate specialists and PCPs
- High-end service with patients prepared for visits
- Facilitated access for appointments and surgical procedures with leading centers around the U.S.
- Priority access to practices around the country as well as major academic medical institutions such as **Dana Farber, Boston Children's and MGH**
- Average savings of \$2,600/case



Identifying variations in physician quality at the local level

A wealth of data underpins our Quality Algorithm

Breadth of Provider-Level Data



Billions of clinical data points measured and new data incorporated monthly

Sources: Based on quality algorithm output for each HSA with 3+ orthopedists

Grand Rounds Analysis

Background Inputs

- Specialization
- Board Certification
- Medical School
- Residency
- Fellowship
- Yrs. of Experience
- Practice Location(s)
- Hospital Affiliation(s)

Performance Inputs

- Patient Volumes
- Procedure Volumes
- Process Measures
- Patient Satisfaction
- Treatment Adherence
- Utilization Rates
- Prescribing Patterns

+ Additional inputs not listed

Model Validation Measures

- Risk-Adjusted Clinical Outcomes
- Sanctions / Lawsuits

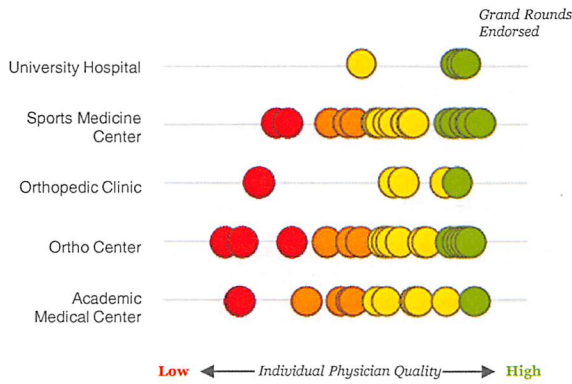


How we select the most qualified physicians

Combining quality algorithm and physician-led Care Team

1 Quality Algorithm identifies local in-network physicians in appropriate specialty

2 Physician-led Care Team selects most qualified physician



Staff Physician
 Care Coordinator
 Records Specialist

Concierge-style in-network referrals

Member process



1

After triage, appointment booked with best-matched, in-network physician

~24 Hours



2

Member prepared for visit including custom list of clinical questions

~2-3 days before appointment



3

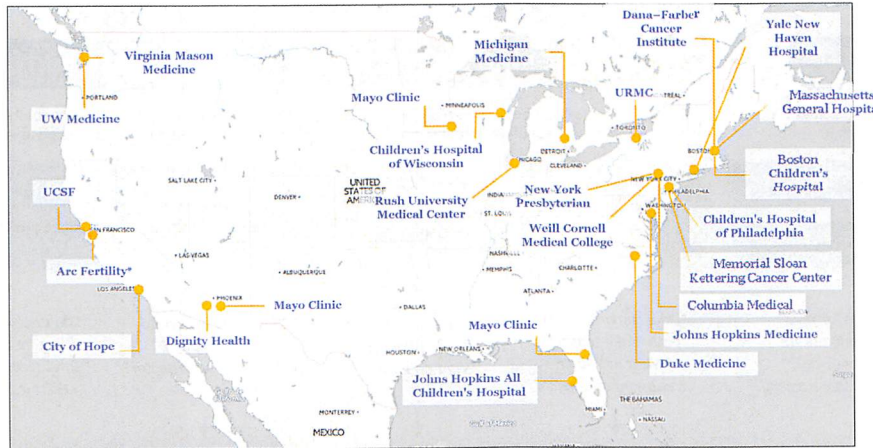
Follow-up from Grand Rounds

Ongoing Follow-up



A growing list of partners

Access partnerships with many of the leading provider groups in the country



*Arc Fertility has clinics in over 30 states and network of 220 reproductive endocrinologists, urologists and gynecologists

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Treatment Decision Support

Fast access to licensed physicians for treatment decision support and triage

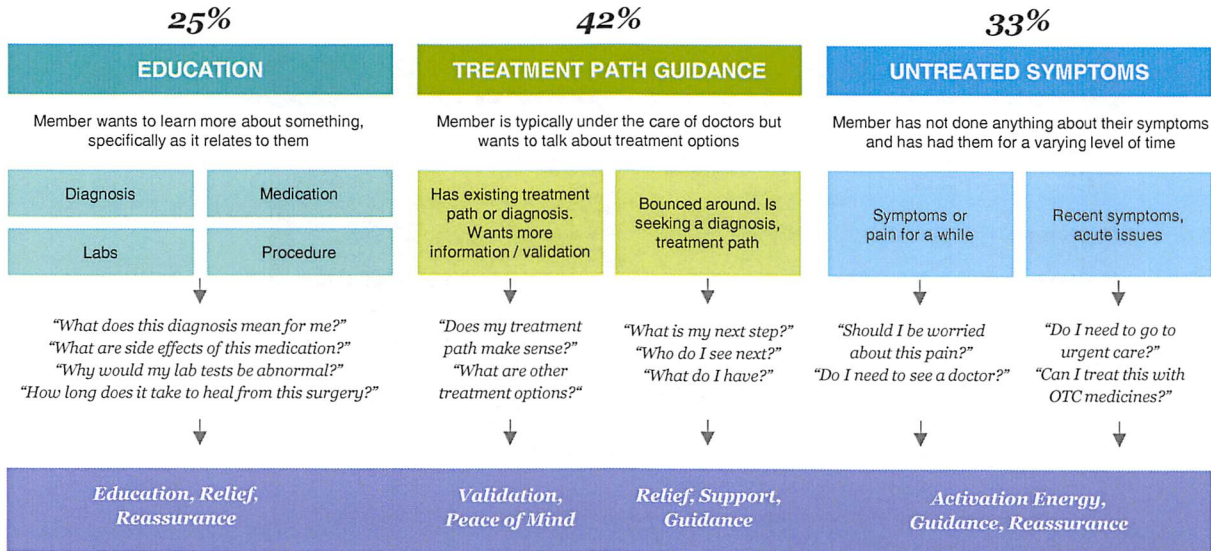


- Personalized treatment decision support from in-state licensed physicians
- Opportunity for same-day answers via phone or video call
- Peace-of-mind and convenience for patients



Treatment Decision Support

Members are calling in for...



Treatment Decision Support

Member process



1

Grand Rounds determined that member best served by TDS and sets up time to connect



3

Real-time conversation with licensed clinician by phone or video chat



4

Member need resolved or triaged to other Grand Rounds services



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HealthTrust
GRAND ROUNDS

Results/ROI

Outcome	Percentage
Expert Opinion	70.9%
Office Visit	25.2%
Issue Resolved in Session	3.9%

It's pretty common for a disc to become stiff and weak. And it may "herniate."
Herniated disc
Signs of Serious Problems

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A personalized patient connection with a Grand Rounds staff clinician including recommendations and resources for simple and complex issues

Treatment decision support case conversion

Treatment decision support resources & conversion



Our approach delivers measurable, meaningful impact

66%

change in diagnosis or treatment recommendations

45%

cancellation of unnecessary procedures

38%

discontinuation of opioids in opinions involving opioids

\$2,200-

\$2,600

saved on average per in-person office visit

2x

increase in member health literacy

\$8,900

saved on average per expert opinion

\$16,400

saved on average per expert opinion with treatment change

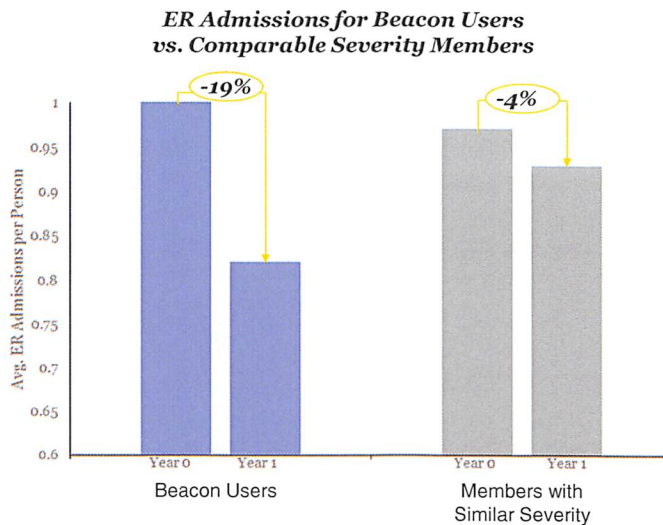
“Getting that expert opinion has been life-changing for me. I can't say thank you enough for the guidance my care team gave me. I have been through three years of hell, and now I finally have someone I truly trust.” -- Schwan Member

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Beacon significantly reduces rate of future ER admissions

Example large customer analysis



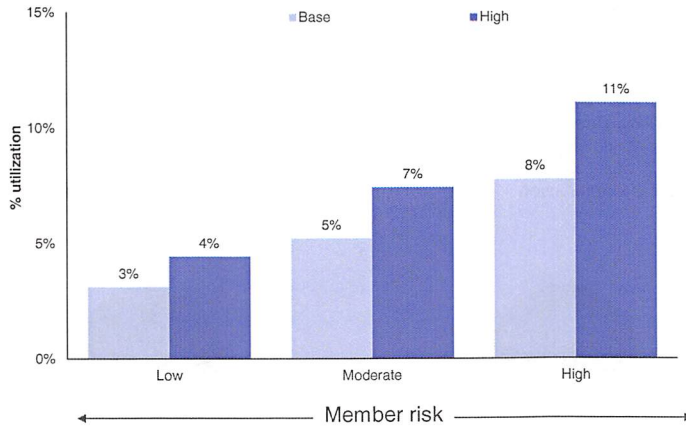
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Year 0: 12 months before Grand Rounds case
Year 1: 12 months following Grand Rounds case



Expected overall Beacon utilization is 4.0 – 5.7%

Projected Beacon utilization, by member risk



4.0 – 5.7% overall utilization

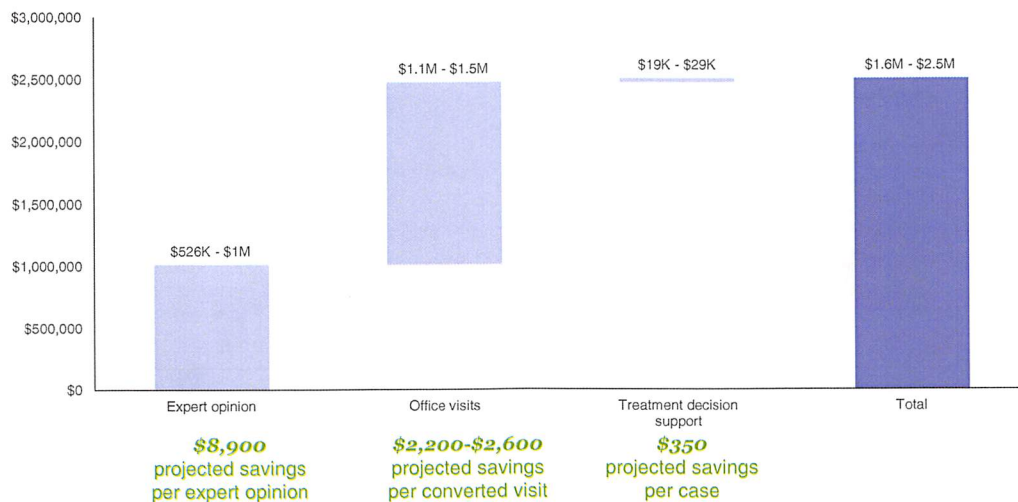
High risk members have highest anticipated utilization

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Note: Based on 19,000 EEs



Grand Rounds expects to reduce annual healthcare spend by \$1.6M – 2.5M with Beacon



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Note: Based on 19,000 EEs



These principles govern the ROI we claim for Beacon

Expert opinion

Savings = Expert treatment path cost
- Original treatment path cost

- ✓ Only use **paid claims** for costs and not billed amounts, which can be 3x higher
- ✓ Account for **downstream costs** to properly calculate expected cost, but **only for a limited time horizon**
- ✓ Account for **adherence** so ROI only applies to receptive members



Office visits

Savings = Recommended physician costs
- Default physician costs

- ✓ **Matched cohort studies** to measure the real value of treatment by a top rated MD
- ✓ **Risk adjustment** to ensure MDs are not unfairly penalized
- ✓ 65% of cases **convert** to a clinician interaction



Treatment decision support

Savings = Costs avoided by Replacing site of care, Changing site of care, or Encouraging treatment adherence

- ✓ **No double-counting** when we triage to another service
- ✓ Only use **paid claims** for costs and not billed amounts, which can be 3x higher
- ✓ Predicated on **risk-adjusted** member cohort studies



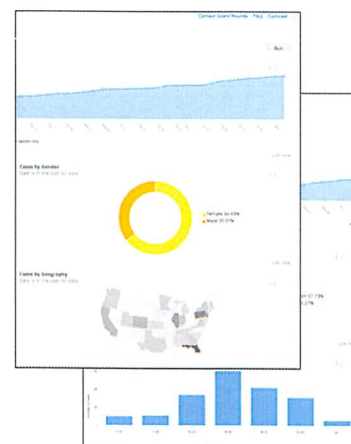
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Robust reporting and financial impact reporting



Detailed ROI Reporting



Self-Service Dashboard

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Engagement

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Trust is critical to engagement

Only 7%

of adults trust their health insurance company¹

Only 16%

of consumers believe that health insurance companies put patients over profits²

- **Members have lower levels of trust in carriers**, driving down utilization of carrier solutions
- Members facing critical healthcare decisions **need a support team they can trust**
- **Grand Rounds fosters member trust** and avoids perceived conflicts of interest, facilitating engagement

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1. Harris Poll 2015
2. 2016 Harris Poll Reputation Equity and Risk Across the Health Care Sector report



Grand Rounds engagement support

Organizations that use Grand Rounds achieve high utilization by executing several effective strategies.



Strong Launch
to build awareness and excitement



Ongoing Communications
to keep members engaged



Benefits Integration
across platforms and vendors



Incentive Campaigns
to drive activation and usage



Tailored Tactics
best suited for your members



Targeted Outreach
to help those most at-risk and in-need



Sample communication materials

GETTING STARTED WITH GRAND ROUNDS

Three quick ways to sign up:

- Sign up at [grandrounds.com/customer](#)
- Call us at 1-800-929-9226 to speak with a Care Coordinator and set up your account
- Download the app

Sign up at [grandrounds.com/customer](#) or call us at 1-800-929-9226 to speak with a Care Coordinator and set up your account.

Quick Reference Guide

"I GOT HELP FOR MY BACK PAIN"

Dear [Name],

Grand Rounds is here to help you find the right care for your back pain. Our experts can help you find the right care for your back pain. Our experts can help you find the right care for your back pain.

[grandrounds.com/information](#) | 1-800-929-9226

A free health benefit from Customer Logo

Flyer

Launch email



Dear Team Members,

We're excited to announce that we just launched a new health care benefit. Grand Rounds will offer personal advice and support from top in-network doctors to ensure you receive the best possible medical care.

Grand Rounds seeks doctors across the country based on their quality and expertise. You can use it to find the right quality doctors for your needs.

- Some great times to use Grand Rounds:
 - You recently moved and need to find a new primary care physician or specialist near you.
 - You were recently diagnosed, and you need to see an expert about your condition.
 - You need a second opinion on a recent diagnosis, treatment plan, or long-term health issue that hasn't gotten better.
 - You need personalized advice about your condition, your doctor has made.

Grand Rounds is here to you and your dependents. To register on your mobile, visit [grandrounds.com](#) or call 1-800-929-9226 from 8:00 am to 8:00 pm ET.

Sincerely,
Your Benefits Manager

CREATE YOUR ACCOUNT

1-800-929-9226 | [grandrounds.com](#)

USE GRAND ROUNDS TO:

- Search for top-ranked in-network doctors
- Get a second opinion from a world-leading specialist
- Learn about a condition or treatment options

A free health benefit from Customer Logo. 1-800-929-9226

WHEN IT COMES TO HEALTH WE'RE WITH YOU

A free health benefit from Customer Logo

ONE DOCTOR DOES NOT FIT ALL.

Customer Logo

Direct-to-home mailers

Expert guidance. Expert care.

[Find my Doctor](#)

Digital banner

Information card

When it comes to your health, we're here to help.

Customer Logo. A free health benefit from Customer Logo



Intelligent approach to targeted outreach

Supplementing sustained, broader outreach

Our targeted outreach focuses on conditions or risk factors that...

✓ ...are pain points

✓ ...we can successfully impact

✓ ...we can identify at critical timepoints



e.g. spinal surgery, short-term disability

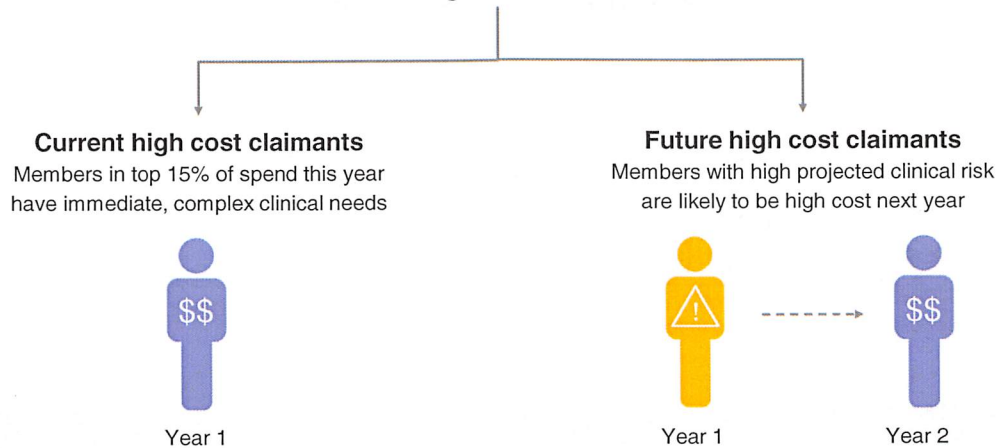
Targeted outreach is a component of a broader, multi-channel communications plan



Expert opinion solutions should focus on high risk members

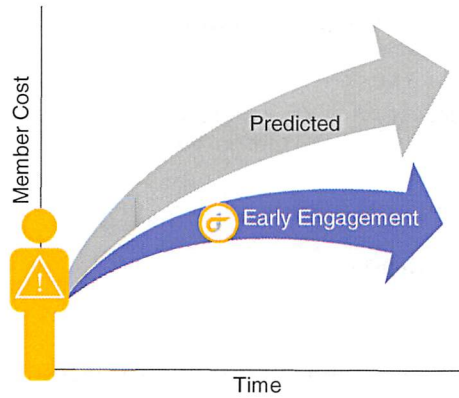
Conventional solutions only focus on half of the equation

Who are high risk members?





Engaging high risk members early can prevent future spend



Grand Rounds can identify members **likely to be next year's high spend population** with predictive modeling

This **enables early engagement** to bend the cost curve down



Multidisciplinary approach empowered by rich health data

Broad set of data sources

Claims

Eligibility files

User data

Other (e.g., disability)



Multidisciplinary approach

Data science:

- Predictive models
- Risk scoring

Clinical team:

- Tight alignment with data science
- Clinical insights on target groups

Marketing:

- Rigorous broad outreach and targeted campaigns
- A/B testing

Match members to the right care at the right time



Targeted, multi-channel campaigns

Collaborating with short-term disability

Identifying high-cost imaging procedures

Customer Example: 28% of cholecystectomies can be targeted early
 Diagnostic indications in claims data provide advance notice of eventual surgeries

Illustrative patient timeline:

Time from 2 nd Ind. to Surgery	% Patients
> 1 year	21%
6-12 months	7%
3-6 months	6%
1-3 months	13%
< 1 month	15%
0 (day off)	2%

Getting ahead of gallbladder surgeries



Our targeted outreach delivers impactful results

Increased utilization

5x

Higher service start rate

(Service Start Rate = Services Started / Recipients)

Higher savings per recipient

35%

Higher average cost savings

Lower unsubscribe rate

0.4%

Unsubscribe rate

Questions

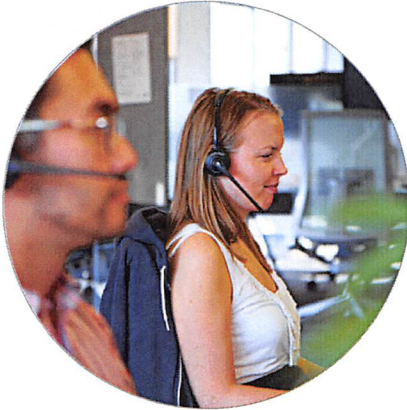


Appendix

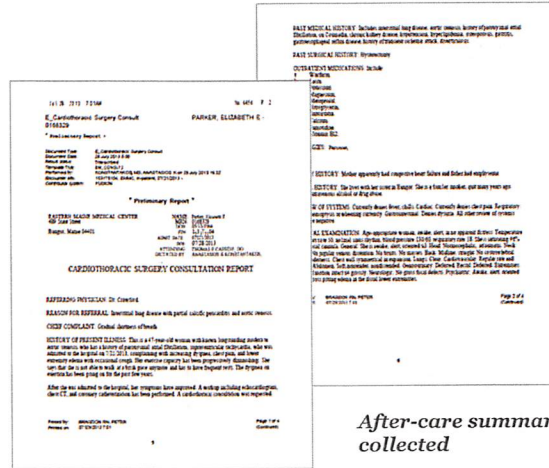




Care Team follow-up after Office Visit



Care Team follow-up



After-care summary collected



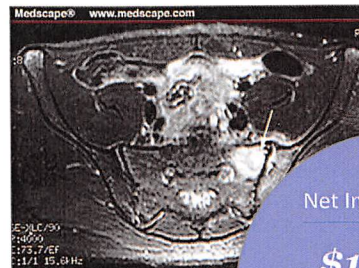
Case Study: Sacroiliac Joint Dysfunction

Wrong diagnosis corrected

Original Diagnosis	Grand Rounds Opinion
Sacroiliac joint fusion	Non-surgical treatment

Case Summary

- Patient: a 33-yr-old male with low back pain of unclear etiology. Treating physician correctly diagnoses patient with SI joint dysfunction and recommends sacroiliac joint fusion.
- Grand Rounds recommendation: *Grand Rounds strongly recommends no surgery and instead pursue relief through non-surgical treatment such as SI joint injections & PT.*
- Patient outcome: The patient follows the recommendation, cancels surgery and experiences symptom relief



Sources: Buchowski et al. *The Spine Journal* (2005); Gore et al. *Spine* (2012); Rudolf et al. *The Open Orthopaedics Journal* (2014); US Bureau of Labor Statistics (2013)



Over 4 million members covered through 100+ plans





Russ Dean <rdean@exeternh.gov>

Stillwell's Water St Rubbish

DAVID O'HEARN <mountaingobbler@comcast.net>

Wed, May 29, 2019 at 9:56 AM

Reply-To: DAVID O'HEARN <mountaingobbler@comcast.net>

To: kcorson@exeternh.gov, rdean@exeternh.gov, jperkins@exeternh.gov, mcowan@exeternh.gov, ASurman@exeternh.gov, npapakonstantis@exeternh.gov, jgilman@exeternh.gov

Good morning Honorable Selectboard Chair Ms. Corson,

I am writing to you today about a problem I now you are fully aware of, the amount of rubbish generated at Stillwell's Ice Cream on Water St.

This problem is not new as I read the account on the Exeter Community Forum in April 2019.

It became personal last Sunday when my wife and I stopped by downtown to take a river walk. The Town of Exeter trash bin at Stewart Park was overflowing. One good gust of wind and that paper and foam would blow into the river.

Attached is a couple photos. (Monday morning there was a five foot circle of rubbish placed on the ground in front of the bin at Stewart Park.)

I do not blame the town but as you can see our name is clearly on the bin. To those not informed it looks like Exeter is not doing a good job at trash removal.

But I know we are.

During my lifetime in Exeter I have become attached to the Squamscott River and the recreational activities it provides.

I serve as an Exeter representative to the Exeter-Squamscott River Local Advisory Committee.

I am an active coastal netter securing alewives at the falls for over 25 years to be used for bait for my Great Bay lobster trapping.

Last spring I was the one who reported the disrepair of Exeter's boat launch and the town took swift action to resolve the erosion.

I put a post on the Exeter Community Forum Sunday with pictures to address the issue. I believe I was very professional and in no way disrespectful in addressing the trash situation with Stillwell's.

The post got way out of hand very quickly and was removed. I understand because a lot of people were personally attacking the owner. That was not my intent.

I sent a PM to Stillwell's via Facebook asking them to rectify. Stillwell's owner Ms. Wolfe replied and said the town would not let her empty our bins. Please see our dialog attached.

In her response Ms. Wolfe agrees to Exeter removing the trash bins in front of her business. And for the sake of the river may I please suggest the bin at Stewart Park. Stewart Park should be the same as Swasey Parkway, carry in carry out. If people eat their ice cream on the river walk then they would need to go back to the front of Stillwell's to dispose of the rubbish in their bins.

Can you please add removing the town trash bins from in front of Stillwell's and Stewart Park, as Stillwell's suggests, as an agenda item for the Selectboard meeting 06-03-19? I would rather not come and speak as public comment to address an issue the Selectboard is fully aware of.

The summer season is upon us. This is not going to get any better unless the town reacts now.

I would appreciate a response from you please outlining the action the town will be taking.

Very respectfully yours,

David O'Hearn

9 Hale St

Exeter, NH 03833

3 attachments



Stewart Park trash bin 05-26-19.jpg
4878K

Exeter trash bins in front of Stillwell's 05-26-19.jpg
2652K



 **FB messaging Sunday 05-26-19.docx**
21K

List for Select Board meeting June 3, 2019

Timber Tax

Map/Lot	Location	Amount
101/32	121 Kingston Rd	8.92

Abatement

Map/Lot	Location	Amount
39/4	Oaklands Road	352.00

Dear Stillwell's,
Our river walk was tainted tonight.
With all due respect it is not the taxpayers responsibility to empty your rubbish.
Can you please send an employee to empty the bags and replace them?
It is a nation holiday Monday. Where will tomorrows rubbish go?
Please help keep Exeter beautiful.
Thank you.
David O'Hearn

Stillwell's

We have gone over this over, and over, and over again. We have two huge trash receptacles outside of the front doors. Those are our personal trash receptacles that we empty into our dumpster.

we are not allowed to empty the town trash into our condo association dumpster. That is why we went in front of the town and asked to be able to put our own two trash cans on the Water Street sidewalk next to our door.

There's absolutely no way I can go down to the river walk and empty out Riverwalk trash cans. I can send an employee outside, to try to pick up some of the overflow off of the top of the Town trash.

David

Do the right thing and empty that trash. Your business name is all over it. Please help keep the 'river walk' beautiful.



Stillwell's

WE ARE NOT ALLOWED TO
LITERALLY WE ARE NOT ALLOWED TO EMPTY THE TOWN OF EXETER TRASH
INTO OUR CONDO ASSOCIATION DUMPSTER.

Trust me, I would if I could.

David

You have poor business practice to this native Extonian. Then please take the cream off the top.



Stillwell's

I have a poor business practice, because I petitioned the town for two of my own trash cans that I can empty daily, because they refuse to empty there's often enough.

Ok.

We currently have three trash cans, none of which were overflowing that we empty at least twice a day.

It seems to me the problem would be the town doesn't empty their trash often enough. We have seven locations, this is the only town where we ever have a trash issue.

David

Not part of my taxes to empty your rubbish. .



Stillwell's

Holy 



So you live in a town, where you're complaining that trash is overflowing out of the Town cans. Yet, you don't want the town to pick up the trash more often. I'm just trying to make sure I understand what you're saying.

David

Let the public decide. I have asked the town to remove their bins so you can replace them with your own. Not one other trash bin along Water Street was full like the ones in front of your business.



Stillwells

Sounds good! I'd appreciate it if the town got rid of those in front of our store. Great idea!

David

That would work. Thank you for your willingness to keep Exeter green.

Chat Conversation End

Type a message...