

Select Board Meeting
Monday, July 1st, 2019, 6:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Board Interviews – Sustainability Committee
3. Public Comment
4. Proclamations/Recognitions
 - a. Proclamations/Recognitions
5. Approval of Minutes
 - a. Regular Meeting: June 17th, 2019
6. Appointments
7. Discussion/Action Items
 - a. Gourmet Place Road Petition
 - b. E911 Committee - Road Name Changes
 - c. Lincoln Street Parking/Updates Follow Up
 - d. Hampton Sewer Agreement
8. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Select Board Committee Reports
 - e. Correspondence
9. Review Board Calendar
10. Non-Public Session
11. Adjournment

Kathy Corson, Chair
Select Board

Posted: 6/28/19 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

Board Interviews

Sustainability Committee Interviews, July 1st, 2019

Derek Haddad, 6 p.m.

Nina Braun, 6:10 p.m.

Christopher Zigmont, 6:20 p.m.

Keith Lafaso, 6:30 p.m.

Kristen Osterwood, 6:40 p.m.

Robin Tyner, 6:50 p.m.

Anna Stockman, 7:00 p.m.

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, Public Works Department, and Parks/Recreation on available grants to support sustainability initiatives.

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

Review proposed CIP (Capital Improvement Plan) projects and warrant articles for sustainability.

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.

Adopted by the Exeter Select Board

June 3rd, 2019

Interview July 1 @ 6pm



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Town Manager's Office

JUN 14 2019

Received

Statement of Interest Boards and Committee Membership

Committee Selection: Sustainability Committee

New

Re-Appointment

Regular

Alternate

Name: Derek H. Haddad

Email: dhaddadlc@gmail.com

Address: 32 Jady Hill Ave. #2 Exeter, NH 03833

Phone: 857-265-0482

Registered Voter: Yes

No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

As a younger resident of Exeter, who will have to live through the consequences of the industrial revolution, clean energy and sustainability issues are of paramount importance to me. I am currently working full-time as a Field Organizer for the non-profit Climate Action NH, a state branch of the national League of Conservation Voters focused on supporting environmentally-friendly laws and politicians. We have over 30,000 members in NH alone. As a resident of Exeter, I have supported a variety of progressive causes, and I appreciated getting to help give the presentation to the Select Board at the last meeting with the Sustainability Office Advocates, specifically reading our list of recommended actions for the Select Board to take.

If this is re-appointment to a position, please list any training sessions you have attended relative to your appointed position.

I understand that: 1. this application will be presented to the Exeter Selectboard only for the position specified above and not for subsequent vacancies on the same board; 2. The Town Manager and Selectboard may nominate someone who has not filed a similar application; 3. this application will be available for public inspection.

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Selectmen
- Following the interview the Board will vote on your potential appointment at the next regular meeting
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I certify that I am 18 years of age or older:

Signature: Derek H. Haddad

Date: 06/13/2019

interview July 1 @ 6:10



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Town Manager's Office

JUN 13 2019

Received

Statement of Interest Boards and Committee Membership

Committee Selection: Sustainability

New

Re-Appointment

Regular

Alternate

Name: Nina M. Braun Email: ninamb@live.com

Address: 156 Front St. #318 Exeter, NH 03833 Phone: 781-698-8824

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (*resume can be attached*).

I am interested in joining the Sustainability Committee of Exeter. As a registered voter, I voted for article 31. I would like to take my passion and interest in sustainability opportunities to help advocate for sustainable planning and growth for the town of Exeter. My professional background is in marketing, communications and public relations. I hope to contribute to the needs of the committee by utilizing my professional skills to advocate through community outreach and communication of sustainability measures, requirements and teachings. I have been a long time volunteer and advocate for environmental issues and the force behind initiating sustainable practices within my community, including a strong commitment to making changes in the area of recycling initiatives and use of biodegradable paper products.

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I certify that I am 18 years of age or older:

Signature: 

Date: 06/13/2019

Signature:

Email: bostonnina@live.com



Town of Exeter
 Town Manager's Office
 10 Front Street, Exeter, NH 03833

interview July 1 @ 6:20

Town Manager's Office

JUN 13 2019

Received

**Statement of Interest
 Boards and Committee Membership**

Committee Selection: Sustainability Committee

New **Re-Appointment** **Regular** **Alternate**

Name: Christopher Zigmont **Email:** czigmont@gmail.com
Address: 22 Crestview Drive, Exeter, NH 03833 **Phone:** 978-239-2370

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

I deeply believe that sustainability is a 3-legged stool, with projects and direction needing to be socially, financially, and environmentally sustainable. My 30 years in the Cycling and Outdoor industries has exposed me to opportunities for, and the pursuit of sustainable living. We in cycling promote the bike as key component, alongside public transportation and pedestrian access, as a way to limit congestion and reduce harmful emissions. I am the former President & CEO of a sustainable products company, Pedro's Inc, building an entire product line of bio-degradable and sustainable bicycle care products. I've spent the last 6 years as a bicycle commuter, and now to work from home. We've renovated our home with sustainable practices, using as many sustainable products as we could find. We believe in the long term value of wind and solar (both at the household and community level), and have a Revision Solar package installing this summer, to put our money where our mouth is. I've represented NH three times on Capitol Hill at the National Bike Summit, lobbying Congress on behalf cyclists, pedestrians, and Safe Routes to School for our share of the Federal Transportation Bill. I believe that this committee and our Select Board can provide both leadership and responsiveness for our community with an eye toward a sustainable future for Exeter and the surrounding area. I'd be honored to participate on this volunteer committee and help propel Exeter to an ever brighter outlook. I've attached my profession resume as well.

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I certify that I am 18 years of age or older:

Signature: Date: 6/13/2019

Christopher ZIGMONT

czigmont@gmail.com

+1.978.239.2370

Brand strategy, sales, and marcom executive leader with 30 years of cycling and outdoor industry experience. A driven strategist and challenger to the status quo. From startups to global brands, breaking new ground in brand development, product introduction, experiential marketing, PR, and digital media.

2013- 2018 SRAM, LLC Chicago, IL USA

Global Road Brand Director – Responsible for global brand and product marketing strategy for the company's three road cycling brands, and driving appetite for more than \$200 million in business. Lead strategic planning for global Marcom team, sports marketing, and PR as well as cross-functional coordination with Product and Sales teams. Lead with key contributions to critical sales and share growth, driven by world-class product launches, experiential marketing, and social media drive, delivering the company's best ever road product revenue results for MY 2017 and 2018.

2008- 2012 Lifeboat Events, LLC Laguna Niguel, CA USA

Partner – Co-founder and chief marketing officer of this boutique event house. Lifeboat Events answered the need for affordable media launch opportunities for cycling industry brands and created an inclusive, mid-summer retailer product camp, PressCamp, leveling the playing field among industry brands. Created \$1million in revenue and \$1MM valuation in less than three years.

2008-2010 Pedro's Incorporated Haverhill, MA USA

President & CEO - Orchestrated partial MBO, taking the company private from the hands of Swix, securing investors and writing a successful and sustainable business plan. Directed day-to-day operations driving toward strategic objectives. Set the agenda for product planning and marketing efforts to support sales, directed global distribution network.

Created a forward leaning mission balancing doing well with doing good, requiring Pedro's to create innovative solutions for cycling through sustainable means, and compelling adherence to core principles of profitability, employee well being and compassion, environmental and operational best practices, leadership in advocacy, and to innovate with a sense of necessity, creating only what brings value.

2006- 2008 Swix Sport USA, Pedro's Brand Wilmington, MA USA

Managing Director - Responsible for all day-to-day operations of the company and for building the Pedro's brand, driving growth while retaining its edge, attitude, and grass roots appeal. Guided team through opportunities for organic growth, new product development, co-branding, and other meaningful partnerships.

Delivered company's best ever revenue contribution for 2007 with company wide retooling, earning global recognition for sustainability efforts. Rewrote brand mission, creating a competitive advantage with the environment at the center.

2001- 2006 Mavic-adidas Cycling (Amer Group) Haverhill, MA

Director of Sales & Marketing - Rehired to lead brand recovery, with a focus on sales and brand image. Implemented aggressive event marketing and PR strategy to lift company's image. Directed company's aftermarket sales, marketing and communication activities for the US market, including forecasting, sales team management, marketing & communications planning and creating the annual and sales marketing plan. Elevated subsidiary sales from \$11 million to more than \$20 million.

Successfully re-launched the adidas brand name into a stagnant cycling apparel and footwear market resulting in 300% growth in the first two seasons. Five year member of company's international business planning team.

1998-2001 Tune Corporation Cambridge, MA

Director of Sales & Marketing – Successfully developed new market. Directed all aspects of sales and marketing including marketing communications, public relations, athlete and team management, forecasting, sales program development, international distribution, and business plan development.

Instrumental in successfully positioning company for two acquisitions.

Co-directed development of company's breakthrough web site, featuring dynamic biometric data charting, from conception to launch. Garnered 100 million media impressions in just 24 months, including non-endemic features in the New York Times, Outside & GQ as well as product features on NBC Sports and ESPN.

1995-1998 Mavic (adidas Salomon, AG) Georgetown, MA

Marketing Manager, USA – Responsible for all areas of marketing and communications for the company's MAVIC cycling brand, including media relations, public relations, advertising, sales tools and documents, trade shows and field promotions as well as budgeting & planning, neutral race assistance program, and athlete relations

Grew US sales from 2.5MM to 11MM. Co-wrote and executed company's sales programs, helping surpass sales objectives three years running. Managed product launches in the North American market.

1993-1995 Mountainsmith, Inc. Golden, CO Marketing & Sales Manager

1988-1993 Independent Manufacturers Sales Representative New England

1985-1988 Specialized Bicycle, Sales Representative Morgan Hill, CA

Functional spoken French

Interview July 1 @ 6:30pm



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Town Manager's Office

JUN 11 2019

Received

Statement of Interest Boards and Committee Membership

Committee Selection: Exeter Sustainability Committee

New

Re-Appointment

Regular

Alternate

Name: Keith M. Lafaso **Email:** klafaso@cloudsme.net

Address: 162 High Street Exeter, NH 03833 **Phone:** 617-308-9833

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (*resume can be attached*).

Attached is my Bio used by my company, GreenPages when asked for by customers on Professional Services (PS) engagements. Also, here is my LinkedIn profile, <https://www.linkedin.com/in/lafaso/>.

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I certify that I am 18 years of age or older:

Signature:

Date: 6/11/19



KETHM.LAFASO

Cloud Solutions

Program Manager

Professional Certifications

- » AWS Cloud Practitioner
- » AWS Solutions Architect – Associate
- » AWS Developer - Associate
- » AWS SysOps Administrator - Associate
- » CISSP
- » ITILv3
- » Certified ScrumMaster

Select Industries Served

- » Education
- » Technology
- » Financial Services
- » Manufacturing
- » Healthcare

GreenPages
Kittery ME
Boston MA
New York NY
Atlanta GA
678 455 5136
www.GreenPages.com

Innovative and Technical Leader and Enterprise Architect with 20+ years' experience building state-of-the-art IT operations for start-up, turnaround and high-growth companies. Advanced proficiencies in secure systems design, administration and maintenance, with broad and deep experience across multiple platforms and technologies. Self-starting strategic thinker, individual contributor and cross-functional team player who embraces change while thrives on challenge.

Relevant Experience

Prior to joining GreenPages, he worked for Amazon Web Services (AWS) for several years. As a member of the Solutions Architecture group, he was responsible for making customers successful on the AWS platform by building scalable, resilient and high-performance applications that are cost optimized and secure. Also, he was primary point of contact for Enterprise customers to help oversee ongoing operations of business-critical applications, review architecture patterns, deep analysis of business use case(s) and troubleshooting network, application and database issues.

Project History

- Work one-on-one with customers, supporting both the Software development life-cycle (SDLC) for cloud services and
- management of active services.
- Work hands-on with customer engineering teams to develop, migrate and debug application issues.
- Participate in deep architectural discussions to develop a deep understanding of each customer's architecture, processes and long-term goals. This work ensures solutions are designed for success deployment in the cloud and meet each customer's
- strategic initiatives.
- Help shape and execute a strategy to build mind share and broad use of Amazon Web Services within organizations.
- Act as the voice of the customer within AWS for escalations and to drive prioritization of business needs for AWS customers.
- Complete analysis and present periodic reviews of operations performance to customer leadership.
- Designed and implemented new facility network build-out for Amazon network integration and support of increased availability and security.
- Responsible for ongoing assessment of risk and liability to core infrastructure and communicating finding and recommendations to senior management.

Interview July 1 @ 4:40



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Town Manager's Office

JUN 11 2019

Received

Statement of Interest Boards and Committee Membership

Committee Selection: Sustainability Committee

New

Re-Appointment

Regular

Alternate

Name: Kristen Osterwood Email: osterwood@gmail.com

Address: 160 High St, Exeter Phone: 412 980 3515

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

My background is in sustainability and green buildings. As a graduate student I used Life Cycle Analysis to evaluate the end of life impacts of plastics made from biopolymers. Professionally, I've worked in the green building world - teaching others about building certifications like LEED, WELL and Passive House. I'd love to help Exeter thrive for the next 400 years, no matter the climate.

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I certify that I am 18 years of age or older:

Signature: KO Date: 6/10/19

160 High St
Exeter, NH 03833

KRISTEN OSTERWOOD
B.S., M.S., EIT, CPHD,
WELL AP, LEED AP, GPRO

412.980.3515
kosterwood@gmail.com

RELAVENT EXPERIENCE

Technical & Policy Director

Green Building Alliance

Winter 2016-Summer 2018

- Developed extensive building knowledge related to national and international standards in order to be an effective technical resource and capable of providing training.
- Organized and participated in an international Passive House Train the Trainer program to increase capacity in the region to build the high performing buildings.
- Managed a cohort of nonprofits, supporting participants to make most effective use of building assets - through development of facility plans, immediate cost-effective changes, education on available funding, and more.
- Advised, provided technical building knowledge, and useful connections to graduate and undergraduate students with inquiries on topics such as Life Cycle Assessment, brownfields, insulation values.
- Collaborated with numerous organizations, including PennFuture, Pennsylvania Environmental Council, Duquesne University, Energy Innovation Center, Keystone Energy Efficiency Alliance, CCI, City of Pittsburgh, Passive House Western PA.
- Provide technical assistance to owners, project teams, and businesses, to take their projects to the next level. Including performing Sustainability Reviews for the Urban Redevelopment Authority and providing input to the rezoning of the Uptown EcoInnovation District.
- Presented at multiple educational events on topics including green building best practices, the WELL Building Standard, Passive House, and building codes.
- Convened newly created Policy Committee as part of restarting policy efforts with a main focus on advocating for updated building codes in Pennsylvania, by collaborating with organizations from varied industries, meeting with legislators, co-organizing an advocacy day, and sending letters out against ineffective legislation

Professional Boards and Certifications

- Building Operators and Managers Association
- Breathe Collaborative
- Construction Legislative Council
- Passive House Western Pennsylvania
- Uptown Task Force - and co-chair Development subcommittee
- Shady Lane School Board
- LEED AP Operations + Maintenance
- WELL AP
- Certified Passive House Designer
- Green Professional - Operations + Maintenance

Sustainability Engineer- Temp

3R | Building Sustainability

Winter 2015-2016

- Assisted with documentation for LEED credits, utilized EnergyStar portfolio manager. Worked with fellow engineers to create Energy Audit reports for large multifamily building. Developed a cost-benefit analysis to determine LEED certification feasibility.
- Developed code that extracts information from an online database for LEED projects - enabling easy searching, i.e. determining how many projects are over 10,000 sq. ft.

Community Program Associate

Conservation Consultants, Inc.

Fall & Winter 2015

- Worked with community organizations in local neighborhoods to roll out an energy and cost saving program to residents. The yearlong program, called Grassroots Green Homes, provided behavior changing tips and low cost tools to help home owners save money.

composting resources to Shaler Area High School's newly purchased greenhouse. My role included demonstrating proper backyard composting practices to participating students, as well as purchasing and assembling composting bins.

- **Teaching Assistant (2010).** Developed and co-taught interactive modules focused on end of life awareness for Sustainable Engineering course - including class projects and homework.
- **Community Service.**
 - **High School Engineering Design Competition Coordinator (2011),** collected materials and organized activities for students to learn about sustainability through hands on activities e.g. building and designing a structure with recycled items to hold as much weight as possible.
 - **Mentor (2010).** Mentored undergraduates and high school students. These students were mentored through group discussions, where we talked about global warming and environmental impact of actions, and through involvement in research on the impacts of the end of life on biopolymers. The students helped to observe and record the impacts of different signage on consumer participation in disposal of waste in different waste streams.

OTHER EXPERIENCE

Domestic Engineer

Spring 2012 - Spring 2015

- Managed and performed renovations to a house, installed radiant floor heating, high efficiency boiler, insulation, ceiling fans in every room, CFL and LED lighting, bamboo flooring, countertop made of half recycled paper and half bamboo, low flow fixtures, rainwater catchment system, and a ventilation system. Also replaced windows, developed green roof design for future installation, and used low VOC primers and paints.
- Explored local community, participated in Community Support Agriculture (CSA), participated in programs at the Pittsburgh Zoo, Squirrel Hill Library, Children's Museum and Community Center.
- Trainings: Level One Yoga Teacher Training and Obtained Certificate in Plant Based Nutrition

Undergraduate Researcher

Worcester Polytechnic Institute

2007 -2008

- **Atmospheric Modeling of Carbon Dioxide (2007).** Researched how trace gases in the atmosphere, such as carbon dioxide and ozone, impact the climate. The effect of these gases on energy policy and human health were evaluated. Advisor: Dr. Humi.
- **Water Quality Improvement for Pepperell Pond (2008).** Researched the possible causes for algae blooms in local pond in Massachusetts within the Nashua River Watershed through sampling and modeling techniques and created a remediation plan. Dr. Mathisen.

Undergraduate Researcher

National Science Foundation

Summer 2006

- Formulated a project, researched, collected and analyzed data, and created scientific poster about the allelopathic effects of mycorrhizal fungi and cogongrass. Advisor: Dr. Ervin

interview July 1 @ 6:50



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Town Manager's Office

JUN 24 2019

Received

Statement of Interest Boards and Committee Membership

Committee Selection: Sustainability Committee

New

Re-Appointment

Regular

Alternate

Name: Robin Tyner **Email:** rd.tyner88@gmail.com

Address: 9 Millstream Dr, Exeter NH 03833 **Phone:** 757-635-7134

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (*resume can be attached*).

I have always been interested in sustainability...long before the buzzword became a "thing".

My resume is attached. Highlights and major categories of education & experience include:

- advanced degrees in Oceanography, Meteorology, Business; 2/3 done with a certificate in Public Policy
- strong background in climate, tides/currents, flooding, weather & hurricane forecasting, emergency management, etc.
- strategic & operational organization alignment at all echelons, from local grassroots to pentagon execs/Service chiefs
- service on many nonprofit, government, & municipal committees, boards, working groups & cross-organizational teams
- experience working in organizations of all sizes (6-1000 people) in office and operational/field settings

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I certify that I am 18 years of age or older:

Signature: Robin D. Tyner

Date: 20 June 2019

ROBIN D. TYNER

757-635-7134 • rd.tyner88@gmail.com • www.linkedin.com/in/robintyner

STRATEGIC AND OPERATIONAL LEADERSHIP

Proven, innovative problem-solver who thrives in dynamic, fast-paced environments. Builds and leads high performing, diverse teams. Influential thought leader whose global experience, strategic vision and strong scientific and operational background enable mission accomplishment. Collaborates with key stakeholders, senior leaders and cross-functional teams to achieve greatest impact. Core competencies include:

Strategic Planning • Organizational Management • Leading Change • Coalition Building • Communications
Science & Technology Research and Application • Executive Counsel • Fiscal Management • Public Speaking

PROFESSIONAL EXPERIENCE

NON-PROFIT AND MUNICIPAL LEADERSHIP

2017-Present

- Senior Fellow, DEPLOY/US; crafts strategic documents and represents the organization in national forums
- Service on both the Town of Exeter Planning Board and Exeter Energy Committee (EV-Days, LED lighting, etc)
- Co-Founder, Sustainability Office Advocates. Co-leading community efforts to take sustainability work to scale.
- Director, Conservatives for Responsible Stewardship. Promotes efforts on water/energy/climate/public lands.

UNITED STATES NAVY

OFFICE OF NAVAL RESEARCH, Arlington, VA

2013 – 2017

Deputy Director, Ocean Battlespace Sensing

Led 70 scientists, engineers and support personnel, with direct influence over >1000. Managed a \$305M Science & Technology portfolio, funding academia, government labs, industry, small businesses and international partners.

- Led 15+ Program Officer teams managing high-profile air/land/sea efforts. Engaged in pilots, program reviews, field experiments, demos & decision forums. Ensured alignment and compliance with zero incidents. Examples:
 - Developed a maritime domain awareness system used by the Republic of Palau to combat illegal fishing
 - Improved physics for passive sonar algorithms, and modelling global weather, hurricanes and sea ice.
 - Expanded autonomous sensing, transmission, and decision capabilities from unmanned systems
- Bought research for developing technical capability in oceanography, meteorology, sensing, signal processing, mining, acoustics, unmanned systems, mine countermeasures, anti-submarine warfare, optics and more.
- Managed eight research ships - scheduling and maintenance; delegated operations to academic institutions.
- Long-term Energy/Climate/Arctic Leadership. Approved multi-year research efforts, pilots, field experiments, and Arctic ice camp tests; coordinated w/academic, indigenous, DoD, interagency and international partners.
 - Coordinated Arctic policy, congressional testimony, research and briefings across multiple federal agencies
 - Selected as one of five Dept. of Defense attendees at the Secretary of State's 2015 GLACIER conference.
- Drove strategic planning (program priorities and initiatives, hiring, interagency/international partnerships).

U.S. NAVY FLEET FORCES COMMAND, Norfolk, VA

2011 – 2012

Advisor to Chief of Staff / Military Deputy to Commander, Meteorology and Oceanography Command

Advised senior executives on strategic organizational alignment, policy, fiscal management and resource metrics.

- Managed the executive office of the Executive Director/Chief of Staff at the US Navy Fleet headquarters.
- Crafted strategic concept depictions, utilized to visualize budget allocations and monitor major resource trends.
- Ghost-wrote emails, charters and executive correspondence for the Chief of Naval Operations, Commander US Fleet Forces and others regarding mishap actions, strategic realignment, ship homeport changes, etc.
- Managed change for a new 4-star Commander; coordinated a forum with >50 senior executives to implement a strategic realignment and new governance construct; led >300 to effectively use new processes within 60 days

OFFICE OF THE CHIEF OF NAVAL OPERATIONS, Navy Pentagon, Arlington, VA

2008 – 2011

Director, Executive Decision Management Office

Handpicked to Navy Chief of Staff job to drive organizational change and fix an underperforming directorate. Led cross-staff, cross-echelon workflow and synchronization across the Pentagon Navy staff (>1000). Coordinated

ROBIN D. TYNER
rdtyner88@gmail.com

Navy policy, budget, procurement and manpower actions/planning across the Pentagon and external organizations.

- Prioritized, scheduled, managed attendees and executed 120+ senior executive decision forums and 30+ executive conferences. Captured/disseminated all resulting decisions and tasks; ensured completion/resolution.
- Developed/implemented Navy "Lines of Operation", depicting all Navy business lines on a single slide timeline.
- Vastly improved business flow, communications and transparency via daily "End-of-Day" emails, and a focus on governance and collaboration. Reduced over 800 overdue taskings to less than 20 in less than six months.
- Helped craft a strategic re-organization, with revolutionary consolidation of communications and intelligence; facilitated implementation of the new Info Warfare construct; it remains in place and was adopted across DoD.
- Overhauled staff indoctrination for new Pentagon Navy personnel. Revised content, provided resources/support incorporated senior executives. Attendance improved 75% and survey grades improved 30% in 4 months.

NAVAL MARITIME FORECAST CENTER, Norfolk, VA
Commanding Officer

2006 – 2008

Established a new command organization of 70 people to conduct ship routing/operational forecasting for half the globe and develop new capabilities and techniques to consolidate full-spectrum U.S. military hurricane support.

- Developed 24x7 processes to provide tailored recommendations to 41 bases & 5 major headquarters activities.
 - Determined site-specific impact thresholds for naval activities, including weather/flood/surge criteria for infrastructure preparedness, aircraft storage/evacuation, personnel evacuation, ship sorties, & safe harbors
 - Advised operational and base commanders on weather/flood/surge predictions and emergency actions.
- Provided tailored operational weather/safety/readiness support for up to 110 ships/day. No incidents/mishaps!

UNITED STATES NAVY, Various Locations

pre-2006

Executive Officer, Ops Officer, Surface Warfare Officer, Oceanography & Meteorology (METOC) Officer

Progressive leadership and responsibility in operational sea duty, flight duty, and shore leadership roles.

- USN lead for Joint Capability efforts, and transitioning from threat-based to capabilities-based planning. Integral to a Navy Staff reorganization, and the realignment of Joint Staff and Navy budget and assessment processes.
- Meteorology and Oceanography planning and operations for 3000 US Marines for the largest wartime amphibious landing since WWII. Designed complex small boat transfer routes. 100% success – zero incidents.
- Served on the Airborne Command Post (the US airborne nuclear command and control team). Flew on the "A-Team" (the #1 team for testing and evaluation); developed techniques; set standards for all other teams.
- Led nuclear/WMD consequence analysis for US Strategic Command Center and on a deployable response cell.
- Led the Northeast region (a facility and 8 remote detachments) providing operational aviation weather and acoustic predictions. Managed operations and manpower budgets, and all physical and information security processes. Zero discrepancies. This facility was chosen as the model for establishing new regional offices.
- Developed a construct for Base Realignment and Closure actions that was selected as a national model.
- Served as the first Joint Special Operations METOC officer in the Pacific; her success and value-added led to the establishment of a permanent billet. Led early Joint service efforts, which became the model for future ops.
- Qualified as a forecaster, duty officer, and typhoon/hurricane forecaster; led peers in accuracy statistics.
- Operated/maintained seven boats in Indonesia; surveyed/collected data for creating nautical navigation charts.

EDUCATION, TRAINING & PROFESSIONAL MEMBERSHIPS

Dual Master of Science – Physical Oceanography & Meteorology, Naval Post Graduate School, Monterey, CA

Master of Business Administration – University of Southern New Hampshire, Brunswick, ME

Bachelor of Science – Physics/Oceanography, United States Naval Academy, Annapolis, MD

Harvard Kennedy School Executive Programs: (1) Climate Change & Energy Policymaking for the Long-Term, and
(2) Moral Leadership in an Imperfect World

Science and Technology Manager Level 3 – Defense Acquisition University

Navy Corporate Business Course – University of Virginia Darden School of Business, Charlottesville, VA

Member: Amer Geophysical Union, AAAS, Clean Energy NH, New England Arctic Ntwrk, Carbon Pricing Dialogues

interview July 1 @ 7



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Town Manager's Office

JUN 24 2019

Received

Statement of Interest Boards and Committee Membership

Committee Selection: Sustainability Committee

New

Re-Appointment

Regular

Alternate

Name: Anna Stockman **Email:** aks1023@wildcats.unh.edu

Address: 29 Linden St. Apt. B Exeter, NH 03833 **Phone:** 603-395-7360

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

As a senior at the University of New Hampshire studying Community and Environmental Planning, and Environmental Conservation and Sustainability, I am not only passionate about sustainability as it pertains to environmental issues, but also how it can be applied to community issues at the local level. With the aspiration of becoming a future planner, this fall, I will serve as the Secretary of UNH's Planning Student Organization - an official UNH student organization, whose mission is to promote planning on campus and in surrounding communities. This past year, I participated in volunteer opportunities like the College Brook Cleanup, where I, along with the PSO, gathered trash in and around College Brook at UNH, to improve the brook's health and sustainability, and Piscataqua Region Estuaries Partnership (PREP) October 2018 meeting, where I served as a volunteer notetaker, and was able to learn about the initiatives PREP is working on to ensure the sustainability and wellbeing of the Oyster River. As a young person and a student with a passion for and an education and interest in sustainability issues, if I were to serve on the Exeter Sustainability Committee, I could offer a unique perspective for the town.

If this is re-appointment to a position, please list any training sessions you have attended relative to your appointed position.

I understand that: 1. this application will be presented to the Exeter Selectboard only for the position specified above and not for subsequent vacancies on the same board; 2. The Town Manager and Selectboard may nominate someone who has not filed a similar application; 3. this application will be available for public inspection.

After submitting this application for appointment to the Town Manager:

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

I certify that I am 18 years of age or older:

Signature:

Date: 6/21/19

Minutes

Select Board Meeting
Monday June 17th, 2019
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 6:25 PM.

2. Board Interviews - Sustainability Committee

- a. The board went downstairs for interviews, and interviewed four candidates for the Sustainability Committee: Beverly Tappan, Jenn Brackett Piskovitz, Chetana Parmar, and Liuxi Sun. The Board then reconvened at 7 PM in the Nowak Room.

3. Bid Openings and Awards

- a. There were no bid openings or awards at this meeting.

4. Proclamations/Recognitions

- a. Ms. Corson recognized Arthur Manock, Water/Sewer Heavy Equipment System Operator, who was the Public Works employee of the quarter in the winter quarter of 2019, and Larry Pond, Water Sewer/Maintenance Technician, who was awarded employee of the 2019 Spring Quarter.

5. Public Comment

- a. There was no public comment at this meeting.

6. Approval of Minutes

- a. Regular Meeting June 3rd 2019

MOTION: Ms. Surman moved to accept the minutes of Monday June 3rd as submitted. Mr. Papakonstantis seconded. All were in favor.

7. Appointments - Sustainability Committee

MOTION: Mr. Papakonstantis moved to appoint Beverly Tappan to the Sustainability Committee for a one year term, expiring April 30, 2020. Ms. Cowan seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to appoint Chetana Parmar to the Sustainability Committee for a term ending April 30, 2021. Ms. Cowan seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to appoint Jennifer Brackett Piskovitz to the Sustainability Committee, with a term to expire April 30, 2022. Ms. Cowan seconded. All were in favor.

Ms. Corson said that Liuxi Sun's appointment is pending information about Ms. Sun's availability. Mr. Papakonstantis said there will be an additional four interviews at the next meeting, and the Board should also appoint the members that evening so that the Committee can get started. Ms. Corson agreed. She also asked which Board member would be interested in being the Select Board rep for the Sustainability Committee. Ms. Cowan and Mr.

Papakonstantis were interested but need to know the time/day of the meetings.

8. Discussion/Action Items

a. Quarterly Financial Report

Doreen Chester, the Finance Director for the town, gave a report on the first quarter. Finance has been working with the auditors, putting together a BAN (Bond Anticipation Note) for the \$2.5 million library bond, and working with legal counsel on the other 2019 bonds. They also assisted the Tax Department with the MUNIS conversion, and bills have gone out with the new system. The Accounting Clerk retired in May, so they had resumes and interviews to go through and Ms. Chester had to cover the role for a few weeks before hiring Melissa Perusse as the accounting specialist for Finance.

Ms. Chester explained that General Fund Revenues are usually flat year over year in the first quarter, because taxes have not been billed or collected yet. There is \$81,000 more in interest on property taxes this year. Motor vehicle is up \$46,000, and building permits are up \$6,000, which is higher than last year but not more than the big year they had in 2017. There was a drop of \$15,000 in Other Permits and Fees. Income from Departments is up. Regarding Interest Income, the town opened an investment account with Citizens, so instead of \$100 in this category in the first quarter of last year, they have \$15,000 this year. Rental Revenue is \$2,000 more due to new fees for Town Hall and other buildings. There were amounts voted out of fund balance for the Sick Leave Trust (\$100,000), Snow and Ice (\$50,000), the LED lights project (\$187,800), and the Swasey Parkway Expendable Trust (\$24,000).

Overall, General Fund expenditures are \$4.2 million, or 22% spent, which is about average.

The General Government Group is 30% spent. Legal is down \$5,000 from prior year, and Liability Insurance is down \$25,000. The Finance Group is 23% spent. IT was budgeted for new computers at \$5,500, as part of their planned replacement program. Planning and Other Boards is 21% at \$116,000. In Planning, there is some change due to timing of payment of RPC dues of \$12,000, which were paid in a different quarter last year. Building inspection expenses were \$60,000, which is flat. The Police Department is at \$846,000, or 22% spent. Police Admin Wages are up \$15,000 due to the retirement of the Police Chief and a vacation payout. Dispatch expenses are down \$23,000 due to a retirement and staff replacement at a lower rate.

Ms. Gilman asked how the investment account interest will be used. Mr. Dean said it will be counted as additional General Fund revenue.

Ms. Chester continued by discussing the Fire Department, which at \$803,000 is 21% spent against budget. Fire Suppression wages, benefits, and taxes decreased by \$24,000, due to the hire of two new firefighters. Public Works is at \$1 million or 19% spent. Public Works Admin is down by \$17,000. The Snow Removal budget is close to being exhausted, at \$270,000 or 86% spent, versus only 76% spent last year. Solid waste disposal was \$34,000 lower, but this is due to timing. Parks and Rec is at \$111,000 or 21% spent, a \$9K decrease due to changes in health plans and staff turnover. Parks appears to have \$14,000 increase due to the timing of maintenance on Contract Services. The Library has \$237,000 spent to date with a \$6,600 increase YOY. Full time wages increased by \$28,000, somewhat offset by a decrease in part time wages.

Ms. Chester said the General Fund has a net deficit but it's not a concern and is due to lack of property tax revenue at this time of year.

Ms. Surman wanted to emphasize that the Fire Suppression decrease of \$24,000 can be traced back to two years ago when the town voted in additional firefighters.

In the Water Fund Budget versus Actual, enterprise revenues were \$851,000 collected against budget. Against last year, that's \$51,000 more, due to water rate increases from the prior year, although water usage is down slightly. Expenses are \$808,000, or 25% spent. Water Admin saw a \$29,000 decrease in property tax insurance rates. Water Distribution had a reduction of \$27,000 due to less spending on tank rehab and hydrant assembly. There was a \$322,000 increase in debt service, partly due to the timing of the Larry Lane GWTP which got paid in the second quarter. The Washington Street water lines went online. Net income for Water was \$42,000.

The Sewer Fund had \$894,000 in collection. The prior year was at \$744,000; there was a \$150,000 increase due to new sewer rates. Sewer fund expenses were \$525,000 or 18% spent. Sewer Admin increased \$30,000 over the prior year, due to adding more sewer assets. Sewer Collection had a year over year increase of \$14,000 and a department overtime increase of \$9,000 related to the new wastewater treatment facility. New personnel were hired to run the plant. The Sewer Fund net income was \$368,000 in the current quarter, an increase of \$45,000.

Ms. Corson asked if electricity costs will go down once the old plant is retired. Jennifer Perry, the Public Works director, said that in the immediate future the answer is no, because they still have lagoons that need to be aerated. In the long term, there will be a CIP proposal for decommissioning the old lagoons.

Ms. Chester then discussed the Revolving Funds. In Cable TV, there were revenues of \$160 for Technical and AV services; they're now charging a fee for technical support for non-employees. Comcast revenues come in the second quarter. Wages and benefits were \$25,000, or 20% spent. There was a small increase in part time wages of \$2,000. General expenses were \$25,000 higher due to the timing and payment of the E-Channel assessment to schools. There was a net deficit of \$60,000 for the first quarter.

Ms. Chester said that the Recreation Revolving Fund had revenues of \$320,000 or 50% collected, versus 46% last year. People register for camp and summer programming in Q1. They added some new camps this year and increased the rates slightly. Wages and taxes spending was at \$7,000. General Expenses such as recreation programs, pool chemicals, water bills, printing, and advertising were \$45,000 spent against budget. There was a \$16,000 variance due to the timing of capital outlays. They had \$274,000 in net income.

The EMS Revolving fund was at \$128,000 versus \$140,000 in the prior year. Ms. Chester said she spoke to the Fire Department and they will look into why ComStar is behind in billing and collections. Wages taxes and benefits were \$48,000 spent. Ambulance overtime is up over prior year, \$48,000 versus \$35,000, yet the revenue is not reflecting that increase. General Expenses are flat. The current year net income is \$60,000, compared to \$82,000 this time last year.

b. 2019 Revaluation Update 2019

Scott Marsh and Ed Tinker from MRI, as well as Deputy Assessor Janet Whitten, were present to discuss the Revaluation. Mr. Marsh said they've completed a preliminary analysis.

They reviewed all sales in town, 670 properties over the last two years. The town's valuation is increasing 30%, to \$2.6 billion. In Taxable value, there is a 25% increase of around \$450 million. Residential is increasing 20%, manufactured housing 50%, condos 33% and commercial 27%. They will be sending out notices at the end of this week providing property owners with new numbers. Owners can set up a hearing to take place July 8 - 17th. If owners can't make it to a hearing, they can submit questions in writing or by phone. Last year the equalization rate for town was 78%, but this year it is 96%.

Ms. Surman asked if this change would be reflected in the next tax bill, rather than the bills due July 1. Mr. Marsh explained that the first tax bill was half of last year's total bill, and the new valuation will be utilized when setting the tax rate in the fall. They won't know what the new rate is going to be until September/October. If owners think the valuation is inaccurate in some way, he invited them to come and correct it before they are sent the second tax bill.

Ms. Cowan asked what happens if someone misses the hearing period. Mr. Marsh said that owners always have a chance to appeal, but September 1st is the deadline the state sets for the town to send in the values. After that, an owner would have to go through a formal abatement process.

Mr. Dean said the Board's decision last year not to wait on the revaluation was a good one. As Mr. Marsh indicated, the tax rate will fluctuate. During the budget process last year, the values being used to estimate the rate were way out of date. This is a significant change in value, reflective of an enhanced market trend. It's the biggest increase since he's been here.

Ms. Corson opened the discussion to the public, but there were no comments, and she brought the discussion back. Mr. Marsh said they would come before the Board again after the hearing process with the final values.

c. 2019 Bond and BAN resolutions

Mr. Dean said that the resolution needs to be read for the Bond Anticipation Note for Library, at \$2.5 million. This will be bridge financing until they're through the design stage of that project and have a final estimate.

Mr. Papakonstantis read the resolution:

The Town of Exeter NH ("The Issuer"), for value received, promises to pay to the Registered Owner of this Note, or registered assignee, the principal specified above in lawful money of the United States of America, on the Maturity Date upon presentation and surrender hereof, with interest calculated on the basis of a 360-day year comprised of twelve 30-day months, at the Interest Rate per annum, payable on the Maturity Date. This Note will bear interest from the Original Issue Date.

Both principal and interest on the Note are payable at 137 Portsmouth Avenue, Exeter, NH 03038 or such place as may be specified to the Issuer in writing. Final payment of the interest and principal of this Note shall be made upon surrender of this Note for cancellation at the place at which this Note is then payable.

This Note is a general obligation of the Issuer, issued by the Issuer pursuant to New Hampshire RSA 33:7-a and votes of the Issuer passed on March 12, 2019. This Note is being issued to finance the design and construction of renovations and repairs, including furniture, fixtures, replacement of the HVAC system and equipment of the Exeter Public Library.

This Note may be redeemed or prepaid prior to maturity, in whole or in part, without the payment of any premium or penalty.

This Note is transferable only upon the registration books kept by the Registered Owner as Paying Agent and registrar.

It is hereby certified that every requirement of law relating to the issue hereof has been complied with and that this Note is within every debt or other limit prescribed by law.

This Note shall not be valid unless the Certificate of Authentication has been signed.

In Witness Whereof, the Issuer has caused this Note to be executed on its behalf by a majority of its Board of Selectmen and countersigned by its Treasurer and its seal to be affixed hereto as of this 10th day of July, 2019, Town of Exeter New Hampshire.

Ms. Surman said there was a typo in the zip code, saying 03038 instead of 03833. Ms. Chester asked them to sign it and she will check it tomorrow with the bank.

Mr. Dean said they also need to read the resolution of the governing board.

Mr. Papakonstantis read the resolution:

Town of Exeter NH ("Issuer") resolution of governing board: The Undersigned, at least a majority of the governing board of the Issuer and the Treasurer of the Issuer, hereby certify:

1) That a meeting of the governing board of the Issuer was held with respect to the issuance of the notes defined below; 2) That notice of said meeting was afforded to said officers and the public in accordance with the provisions of RSA 91-A as amended and the applicable rules and bylaws of the Issuer, if any; 3) That at least a majority of the governing board were present throughout said meeting; 4) That the following votes were adopted at said meeting, all as being in the best interest of the issuer; and 5) That the resolutions set forth below have not been repealed, amended, or rescinded as of the date thereof.

Voted: to authorize the issuance of \$2,500,000 Bond Anticipation Notes of the Issuer, which were heretofore authorized by the Issuer on March 12, 2019, such notes to be dated July 10th 2019.

Voted: To sell said notes to the purchaser, with the principal amounts, maturities, premium if any, redemption provisions if any, and interest rates specified on Schedule A attached hereto and made a part hereof.

Voted: To issue the notes in substantially the form set forth in Schedule B, attached hereto and made a part hereof.

Voted: To authorize at least a majority of the governing board and the Treasurer to sign the notes or to have said signatures printed in facsimile on the notes and to affix the Issuer's seal thereto.

Voted: To authorize the Treasurer to deliver the notes to the purchaser against payment therefore.

Voted: To authorize at least a majority of the governing board and the Treasurer to execute and deliver a signature, a No Litigation Certificate with Receipt, a No Arbitrage and Tax certificate, and IRS form 8038-G, in substantially the form presented to this meeting, and such other documents as may be necessary or appropriate to accomplish the sale and delivery of the notes in accordance with the foregoing and;

Voted: That the purchaser shall serve as paying agent with respect to the notes.

Dated as of this 10th day of July 2019, Town of Exeter New Hampshire.

MOTION: Ms. Surman moved to adopt the resolution of the governing board. Mr. Papakonstantis seconded. All were in favor.

Mr. Dean said to note the interest rate of 2.16%, which was due to the work of Ms. Chester and the Finance Office.

Mr. Dean said the proceeds are \$575,000 for the Salem Street issue and Rec Park. They received a bond premium on that issue, for a true interest cost of 2.55%.

d. Public Hearing: CDBG Application: Icey Hill Cooperative Water/Sewer Improvements

MOTION: Ms. Surman moved to open the public hearing on Community Development Block Grant funds. Ms. Gilman seconded. All were in favor.

Donna Lane, CDBG consultant, described Community Development Block Grant funds, which offer up to \$500,000 annually for public development. All projects must directly benefit lower or moderate income people. They propose to use \$500,000 towards the tying of water and septic systems into municipal systems to fix issues at the Icey Hill Cooperative, a 15 unit manufactured housing park at 55 Deep Meadows in Exeter. The project conforms with the Exeter Housing and Community Development Plan.

Ms. Corson opened the discussion to the public.

Kelly Murphy, a resident of Icey Hill, said this work would be very important to all residents of the park.

Chris Bourcier of the New Hampshire Community Loan Fund said that the Cooperative's well exceeds the newly proposed DES limit for arsenic in water. There is a two year grace period but it will cost money to fix at some point. There will be an excess cost over what's granted, and they need to figure out with the community how to pay the excess

MOTION: Ms. Gilman moved to close the public hearing. Mr. Papakonstantis seconded. All were in favor.

MOTION: Ms. Gilman moved to open the public hearing on the Housing and Community Development Plan. Mr. Papakonstantis seconded. All were in favor.

Ms. Lane said that the Housing and Community Development Plan outlines the goals for the town. It was last done in 2016, and this one is considerably updated. This will serve as a blueprint for development in the town, and must reflect the priorities of the community as a whole. She would like to readopt it as its own stand-alone Housing Community Development Plan, as it must be in place to apply for CDBG funds and updated every 3 years.

Ms. Corson opened the hearing to the public. There was no comment.

MOTION: Ms. Surman moved to close the public hearing on the Housing and Community Development Plan. Mr. Papakonstantis seconded. All were in favor.

MOTION: Ms. Gilman moved to open the hearing on the Residential Anti-Displacement and Relocation Assistance plan. Mr. Papakonstantis seconded. All were in favor.

Ms. Lane said that if the town were to undertake a CDBG project that required dislocation and resulting relocation, they must find comparable housing for persons and businesses. She added that this is not relevant to this project but must be adopted for CDBG funds.

Ms. Corson opened the discussion to the public, but there was no comment.

MOTION: Ms. Cowan moved to close the hearing on the Residential Anti-Displacement and Relocation Assistance plan. Mr. Papakonstantis seconded. All were in favor.

MOTION: Ms. Cowan moved to adopt the Housing and Community development plan. Mr. Papakonstantis seconded. All were in favor.

MOTION: Ms. Cowan moved to adopt the Residential Anti-Displacement and Relocation Assistance Plan. Mr. Papakonstantis seconded. All were in favor.

MOTION: Ms. Cowan moved to approve the submittal of the application, and to authorize the Town Manager to sign and submit the CDBG application and upon approval of the CDBG application, authorize the Town Manager to sign any documents which may be necessary to effectuate the CDBG contract and any amendments thereto. Mr. Papakonstantis seconded. All were in favor.

e. DPW Water/Sewer Assistant Manager Proposal (replacing Engineer Technician)

Ms. Perry presented a proposal of a new job description in the Water/Sewer department. There are 21 members of the department, led by a Water/Sewer Manager. This position has seven direct reports. She would like to replace a Water/Sewer Engineering Technician position, which is vacant, with an assistant Water/Sewer Manager. The new Wastewater treatment facility requires more work and staff, and they've made changes in the water treatment processes. They anticipate there will be more regulations, for example on arsenic and PFOS. They haven't added staff other than plant operators in many years. The vacant position was budgeted for a full year, and was a grade 8 nonunion, salaried. The Assistant Manager would be a grade 12, a significant jump. The actual cost increase for a full year would be \$23,000, but they wouldn't see that increase until 2020. She added that there will likely be additional staffing requests in 2020.

Mr. Papakonstantis asked if the Assistant Manager would take on supervisory responsibilities, and in the event that the Water/Sewer manager left, would this give them an interim leadership role. Ms. Perry said yes, it's a chain of command and a succession plan rolled into one.

Ms. Surman asked if there were anyone internal to promote, but Ms. Perry said no. Ms. Surman was concerned that the position jumps from a grade 8 to a grade 12. Ms. Perry responded that there is a Factor Evaluation system, where they look at what all the weightings are for the supervisory level, technical level, and complexity. It's based on real criteria. The

Manager position is a grade 14. This position reports to the manager, but would also be available to fill in as the Manager, it's a high-level position.

MOTION: Ms. Gilman moved to create the position of Water/Sewer Assistant Manager at grade 12. Mr. Papakonstantis seconded. Ms. Surman voted nay and the motion passed 4-1-0.

f. Classification Plan Amendments

Mr. Dean asked for an amendment to the Human Resources Administrator job title, to Director, as well as the creation of Police Lieutenant position and the corresponding classification plan, and the deletion of the two Police Captain positions.

Chief Stephan Poulin said that they've revised the job descriptions with Human Resources, and spell out what the Deputy Chief would be responsible for; they're adding dispatch, prosecution, DARE, and School Resource Officer to his responsibilities. For the Lieutenant position, they're removing dispatch, prosecution and SRO. This plan will create a succession and fill-in if the Chief is away. For the requirements in the job description for Deputy Chief, they've added knowledge and level of competency equivalent to a Bachelor's degree in Criminal Justice, Criminology, Police Science, Law Enforcement, or a related field, and 3-5 years of experience at the rank of Lieutenant, raised from an associate's degree. For fiscal impact, the two Captain's position salaries total \$161,407; with the anticipated step increase for the Deputy Chief and the lowered salary of the Lieutenant, the total would be \$161,916, which would only be an increase of \$509.

MOTION: Mr. Papakonstantis moved to amend the classification plan to delete the Police Captains, adding the Police Lieutenant and Police Deputy Chief as outlined by the revised job description, and changing administrator to director for Human Resources as described in the job description. Ms. Cowan seconded. All were in favor.

9. Regular Business

a. Tax, Water/Sewer Abatements and Exemptions

MOTION: Mr. Papakonstantis moved an abatement of \$22,500 for 47/8/1. Ms. Gilman seconded. Mr. Dean explained that this is an abatement of land use change tax, as the new TIF road is going to be a public way. When the original property came out of current use, it was agreed that the portion that became the public road would not be part of this tax. All were in favor.

MOTION: Mr. Papakonstantis moved a proration abatement for 85/47/2. Ms. Cowan seconded. Mr. Dean explained that this home was involved in a fire on April 8th, with three upstairs bedrooms burned and damage to the rest of the house, the interior is being brought down to the studs. The value decreased for 2019. No refund is due at this time, since the second tax bill will correct the value. All were in favor.

MOTION: Mr. Papakonstantis moved a jeopardy tax in the amount of \$121 for 103/6/2. Ms. Cowan seconded. All were in favor.

b. Permits & Approvals

Ms. Corson said that they must approve the Dog Warrant for those who have not registered their dogs. Persons on the list are subject to civil forfeiture.

MOTION: Ms. Surman moved to accept the 2019 Dog Warrant. Mr. P seconded. All were in favor.

- i. Disposal of surplus property

MOTION: Ms. Surman moved to approve items for surplus as presented. Mr. Papakonstantis seconded. All were in favor.

c. Town Manager's Report

- i. Mr. Dean said that the personnel changes continue. In the Police Department, Liz Thibeault's retirement is June 27th. Norma Ryan will take Ms. Thibeault's spot.
- ii. The new wastewater facility is beginning to take flow, slowly coming online. It's working well so far.
- iii. There will be a sidewalk crew on Front Street this week, and paving there will be starting next week.
- iv. The hiring process continues for the Executive Assistant position, and they have some great candidates.
- v. They set up an office on the mezzanine deck of the Town Offices for the new HR assistant.
- vi. Ms. Gilman asked for an update on the status of Lincoln Street. Ms. Corson said that if you go on the DPW's site, there's a lot of information. Mr. Dean said he's having the next meeting about the status on Friday at 1 PM.

d. Select Board Committee Reports

- i. Ms. Gilman attended the Adult Ed graduation, which was very nice. The Heritage Commission went door to door in the Park Street area with letters asking for history or old photos to add to a historical survey of the area. They had an Energy Committee meeting, and learned that the LED streetlights will be going in soon. They're planning the Electrical Vehicle Festival in September, and already getting inquiries from local auto dealers.
- ii. Mr. Papakonstantis attended a Planning Board meeting, but no cases were heard. It was mostly administrative discussion, on soil and the waiving of tree inventories. A subcommittee was formed to look into it further.
- iii. Ms. Cowan said that in the Water and Sewer Advisory committee they started the process of doing the abatements, which should work nicely. A few folks came and presented their cases. Mr. Dean said the abatements are at the meeting for the Board to sign but the requesters won't come before them. Ms. Cowan continued, saying that at the Housing Committee meeting, they were not quite finished with the scope of plan of charrettes of multifamily housing. The next meeting is August 9th. Ms. Gilman wants to come and discuss tiny houses.

- iv. Ms. Surman attended E911 last Tuesday. They're trying to compile items and will come before the Board soon, possibly in July.
- v. Ms. Corson had no meetings.
- e. Correspondence
 - i. Correspondence from Sheila Mullen re her Right to Know request about the Kingston Road communications tower. Mr. Dean said they've reached out to her.
 - ii. Approval of the fishing platform and kayak launch.
 - iii. Legislative update. Ms. Gilman said the House has heard all the Senate bills and vice versa, and there may be amendments. The last session was on whether they concurred with what the Senate did to the House bills. What will go through to the governor is establishing an independent redistricting commission, requiring background checks for commercial firearms sales, and a waiting period for purchase and delivery of a firearm. There's a bill to allow qualified patients and caregivers to cultivate cannabis and donate it to other qualifying patients. They did not agree with allowing all state agencies to have access to enhanced 911 information; some info is currently public, but not all. Regarding birth records, they're starting to recognize non binary gender identification, so that a person could go back and correct the gender on their birth record.

10. Review Board Calendar

- a. The next meeting is July 1st. Following meetings are July 15th, July 29th, August 12th, and August 26th. Mr. Papakonstantis said he has a prior commitment on the 26th. Further meetings are September 9th and 23rd, and October 7 and 21st.

11. Non-Public Session

Mr. Dean asked that they go into non-public session according to the consideration of legal advice exception.

MOTION: Ms. Cowan moved to move to nonpublic pursuant to 91-A:3 II (I). Mr. Papakonstantis seconded. By a roll call vote, all were in favor. The Board emerged from non public session. Selectwoman Gilman moved to seal the minutes until the matter was concluded. Selectwoman Surman seconded. All voted in favor, with Board member Papakonstantis abstaining.

12. Adjournment

Selectwoman Gilman moved to adjourn. Selectwoman Surman seconded. The Board stood adjourned at approximately 9:20 p.m..

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Board Appointments and Resignations

Gourmet Place Road Acceptance Petition

Pease International Tradeport
One New Hampshire Avenue, #350
Portsmouth, NH 03801

P 603.373.2002
F 603.433.6372
C 603.969.6574
mbeliveau@pierceatwood.com
pierceatwood.com

Admitted in: NH

June 21, 2019

Hand Delivered

Kathy Corson, Chair
Exeter Select Board
10 Front Street
Exeter, NH 03833
Attn: Russell Dean, Town Manager

Re: Request that Gourmet Place be Accepted as a Town Road

Dear Madam Chair and Members of the Select Board:

On behalf of Unitil, I am writing to request that the Town of Exeter, through its Select Board, assume ownership of and accept Gourmet Place as a town road. If possible, we would greatly appreciate that this request be considered at your July 1, 2019 meeting.

Background

Unitil proposes to construct a new facility in Exeter, NH and relocate its Distribution Operations Center ("DOC") from Kensington, where it has been located for more than 60 years. Unitil has outgrown its current location and has identified land in Exeter that we believe will effectively and efficiently serve the company and its customers for many years to come. Unitil has a long and productive history serving the residents of Exeter and is excited over the opportunity to establish its new DOC in the community.

On May 23, 2019, the Exeter Planning Board gave conditional approval to Unitil's Site Plan and Street Dedication/Lot Line Relocation Plan. All conditions precedent have been satisfied and the Planning Board Chairman signed both plans on June 19, 2019. A complete copy of the Street Dedication/Lot Line Relocation Plan is enclosed and two sheets from the Site Plan are also included. Other enclosures include Planning Board approval letters dated May 29, 2019 for both plans and photographs of Gourmet Place.

You will note from the Site Plan that Unitil proposes to build a 53,000 sq. ft. building with offices, storage, warehouse, wash bay area, parking and associated site improvements on an 11.70 acre parcel located at 20 Continental Drive ("Property"). Site access is from Gourmet Place, currently a private road.

Basis of Request for Road Acceptance

During its investigation of the Property Unitil learned that Gourmet Place is a private road. As described below, this is a major concern to Unitil. The owner of Gourmet Place is 12 Continental Drive, LLC, Thomas F. Monahan, Manager, and with his full support and

Kathy Corson, Chair
Exeter Select Board
June 21, 2019
Page 2

assistance, Unitil met with the Town Manager and consulted with the Town Attorney to discuss the process to present Gourmet Place for acceptance by the Town.

It is very important for Unitil's new DOC to be located on a publicly owned and maintained road. As a first responder, Unitil must maintain a high level of preparedness in order to respond as quickly as possible to electrical outages. Accordingly, access to a clear and well-maintained road system is of critical importance. Unitil's proposed Exeter facility will be the home base for operations personnel, vehicles and equipment needed to respond to electric system emergencies during all weather conditions.

In addition, in the event of widespread outages following major storms, the Distribution Operations Center will double as Unitil's Regional Emergency Operations Center from where Unitil will manage the public safety, damage assessment and restoration activities in its seacoast region including managing additional resources brought onto Unitil's system in support of restoration. We strongly believe that with Gourmet Place as a town road, Unitil's ability to consistently and reliably respond to electric system emergencies will be significantly enhanced by allowing Unitil to focus on its core mission of operating and maintaining reliable electric delivery systems.

Unitil has direct experience with its facilities being located on private roads. Based on this experience, Unitil knows firsthand of the challenge to maintain private roads by and among several different users. Disagreements over the frequency and extent of maintenance and repairs and funding thereof along with reliance on private contractors for repairs and snowplow operations can cause delays and even inaction, adversely impacting access. Accordingly, locating Unitil's new DOC on a town road is a key part of Unitil's overall relocation strategy.

Condition of Gourmet Place and Required Improvements

Gourmet Place was constructed in 2016 as part of the Gourmet Gift Basket ("GGB") project. The GGB site and Gourmet Place were subject to site plan review and built according to approved plans. An as-built plan of the road was provided to the Town in Jan. 2017.

As part of the Unitil project, Unitil's project team met with the Exeter Town Engineer to discuss the condition of Gourmet Place and to receive his comments in the event the road were to become a town road. Following the meeting there were several communications back and forth regarding changes and improvements to the road. The issues discussed include the intersection of Gourmet Place and Continental Drive, typical roadway section, broken curb and guardrail, number of streetlights, installation of a water gate valve, utilities within the road, location of existing sewer pump station, stormwater/utility easements, and right of way width. Unitil agreed to make several improvements to the road and these improvements have been noted on or are otherwise included on the plans approved by the Planning Board.

Request for Conditional Acceptance of Gourmet Place as a Town Road

Unitil respectfully requests that the Select Board vote to conditionally accept Gourmet Place as a town owned and maintained road. Conveyance of the road to the town and final

Kathy Corson, Chair
Exeter Select Board
June 21, 2019
Page 3

acceptance thereof by the town, would not take place until all conditions of approval have been satisfied and confirmed by the Town Manager working with appropriate Town Department Heads. The conditions of approval are all those conditions noted or otherwise incorporated into the approved plans. The conditions include construction of the cul-de-sac and all road improvements in accordance with the plans.

In its decision on the Street Dedication/Lot Line Relocation Plan, the Planning Board stated as follows:

This approval recognizes that it is the intent of the Applicant to seek acceptance of the existing and proposed portion of Gourmet Place to the Exeter Select Board. The Planning Board suggests the Select Board consider a ground cover or similar vegetation besides grass within the cul-de-sac island due to maintenance concerns.

If the Select Board votes to conditionally accept the road, Unitil suggests that a condition be included that Unitil present to the Town Planner for his approval a low maintenance ground cover for the cul-de-sac island.

Additional conditions would include a deed transferring title of the roadway to the Town in a form approved by Town Counsel, a recorded plan by a licensed surveyor showing the road layout, as-built drawings of the cul-de-sac and road improvements, and appropriate performance and maintenance guarantees.

We additionally request that the Town Manager be authorized to sign a deed of acceptance.

Request to Change the Name of the Road to "Energy Way"

Unitil requests that the Select Board allow the name of the road to be changed from Gourmet Place to Energy Way /Road or Place. The preference is Way versus Road or Place but Unitil will respectfully defer to the decision of the Select Board. In the event Energy Way/ Road or Place is in use, substantially similar to an existing road name in Exeter, or otherwise unacceptable, we would request the name Electric Way.

Thank you very much for your consideration and we look forward to meeting with you.

Very truly yours,



Mark E. Beliveau

MEB/adm

cc: Jacqueline D. Agel, Manager, Fleet & Facilities



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

May 29, 2019

James N. Petropulos, P.E.
Principal Engineer/President
Hayner/Swanson, Inc.
3 Congress Street
Nashua, New Hampshire 03062-3301

Re: PB Case #18-20 Unitil Energy Systems, Inc.
Lot Line Adjustment - 20 Continental Drive and 60 Gourmet Place (formerly 12
Continental Drive) Exeter, N.H
Tax Map Parcel #46-3 and #46-1

Dear Mr. Petropulos:

Please be advised that at the meeting of May 23rd, 2019, the Exeter Planning Board voted to **APPROVE** the proposed lot line adjustment between properties located at 20 Continental Drive and 60 Gourmet Place, as presented, subject to the following conditions:

1. A dwg file of the subdivision plan shall be provided to the Town Planner showing all property lines and monumentation prior to signing the final plans. This plan must be in NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates;
2. All monumentation shall be set in accordance with Section 9.25 of the Site Plan Review and Subdivision Regulations;
3. In the event the proposed roadway improvements to Gourmet Place are constructed, a preconstruction meeting shall be arranged by the applicant and his contractor with the Town engineer prior to any site work commencing on the proposed roadway work. The following must be submitted for review and approval prior to the preconstruction meeting:
 - i. The SWPPP (storm water pollution prevention plan), if applicable, be submitted to and reviewed for approval by DPW prior to preconstruction meeting.
 - ii. A project schedule and construction cost estimate.
4. Third party construction inspections fees shall be paid prior to scheduling the preconstruction meeting; and

5. This approval recognizes that it is the intent of the applicant to seek acceptance of the existing and proposed portion of Gourmet Place to the Exeter Select Board. The Planning Board suggests the Select Board consider a ground cover or similar vegetation besides grass within the cul-de-sac island due to maintenance concerns.

Please feel free to contact the Planning Department at 773-6114 with any questions.

Sincerely,



Langdon J. Plumer
Chairman
Exeter Planning Board

cc: Jacqueline D. Agel, Manager, Fleet & Facilities, Unitil Energy Systems, Inc.
Mark E. Beliveau, Esquire, Pierce Atwood LLP
Thomas Monahan, Garrison Glen. LLC (property owner)
Douglas Eastman, Building Inspector/Code Enforcement Officer
Jennifer Mates, P.E., Ass't. Town Engineer
Janet Whitten, Deputy Assessor

LJP:bsm

f:\town planner\planning\decision letters\pb #18-20 unitil energy-gourmet 12 and 20 continental dr. lla-let.docx



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

May 29, 2019

James N. Petropulos, P.E.
Principal Engineer/President
Hayner/Swanson, Inc.
3 Congress Street
Nashua, New Hampshire 03062-3301

Re: PB Case #18-16 Unitil Energy Systems, Inc.
Site Plan Review and Wetlands Conditional Use Permit
20 Continental Drive, Exeter, N.H
Tax Map Parcel #46-3

Dear Mr. Petropulos:

Please be advised that at the meeting of May 23rd, 2019 the Exeter Planning Board voted to **APPROVE** the above-captioned application(s) for the proposed construction of a 53,490 S.F. building (offices, storage, warehouse and wash bay area), parking and associated site improvements on an 11.70-acre parcel located at 20 Continental Drive, as presented, subject to the following conditions:

1. A dwg file of the plan shall be provided to the Town Planner showing all property lines and monumentation prior to signing the final plans. This plan must be in NAD 1983 State Plane New Hampshire FIPS 2800 Feet coordinates;
2. All monumentation shall be set in accordance with Section 9.25 of the Site Plan Review and Subdivision Regulations prior to the issuance of a Certificate of Occupancy;
3. A preconstruction meeting shall be arranged by the applicant and his contractor with the Town engineer prior to any site work commencing. The following must be submitted for review and approval prior to the preconstruction meeting:
 - i. The SWPPP (storm water pollution prevention plan), if applicable, be submitted to and reviewed for approval by DPW prior to preconstruction meeting.
 - ii. A project schedule and construction cost estimate.
4. All comments in the Underwood Engineers Inc. letter dated April 4, 2019 shall be addressed to the satisfaction of the Town Planner prior to signing the final plans;
5. Third party construction inspections fees shall be paid prior to scheduling the preconstruction meeting;
6. A Maintenance Log and Inspection & Maintenance Checklist for all onsite stormwater management systems shall be provided to the satisfaction of the Town Planner prior to signing the final plans. A completed log and checklist shall be submitted to the Town Engineer annually on or before January 31st. This requirement shall be an ongoing condition of approval;

7. All applicable State permit approval numbers shall be noted on the final plans;
8. The PTAPP submittal (noted in #36 in the letter from James Petropulos and dated May 14, 2019) must be accepted by DPW prior to the pre-construction meeting;
9. In the event that Gourmet Place remains private, a road maintenance agreement executed by all abutting landowners shall be provided to the Town prior to the issuance of a Certificate of Occupancy;
10. A restoration and erosion control surety, in an amount and form reviewed and approved by the Town Planner in accordance with Section 12 of the Site Plan Review and Subdivision Regulations, shall be provided.
11. Vegetation shall be added to the center parking islands;
12. Three (3) additional deciduous trees shall be added to the landscape plan; and
13. The slope stabilization matting shall be biodegradable.

The Planning Board also granted the following waivers from the Site Plan Review and Subdivision Regulations in conjunction with the above-captioned site plan approval:

- Section 7.4.7 Significant Trees (16-inches diameter {caliper} or greater)
- Section 7.5.4 High Intensity Soils Survey (HISS) on the Proposed Site Plan.
- Section 9.2.4 Architectural Guidelines for new construction
- Section 9.5.1.4 Grading within 5 feet of property
- Section 9.7.5.5 Landscape Islands within Parking Lots
- Section 9.9.2 Wetland Setbacks – 75 foot structural/parking setback from Inland Stream
- Section 9.17.9 Granite curbing

Please feel free to contact the Planning Department at 773-6114 with any questions.

Sincerely,



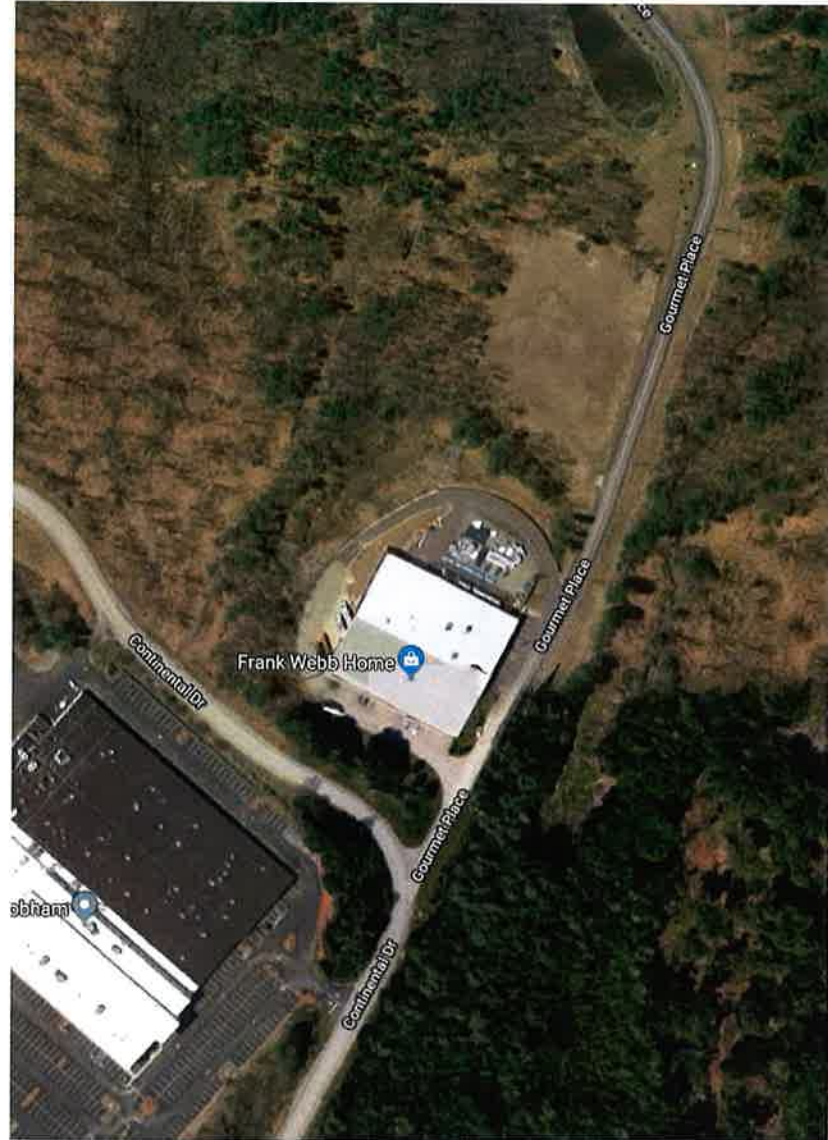
Langdon J. Plumer
Chairman
Exeter Planning Board

cc: Jacqueline D. Agel, Manager, Fleet & Facilities, Unitil Energy Systems, Inc.
Mark E. Beliveau, Esquire, Pierce Atwood LLP
Thomas Monahan, Garrison Glen, LLC (property owner)
Douglas Eastman, Building Inspector/Code Enforcement Officer
Jennifer Mates, P.E., Ass't. Town Engineer
Janet Whitten, Deputy Assessor

LJP:bsm



INTERSECTION

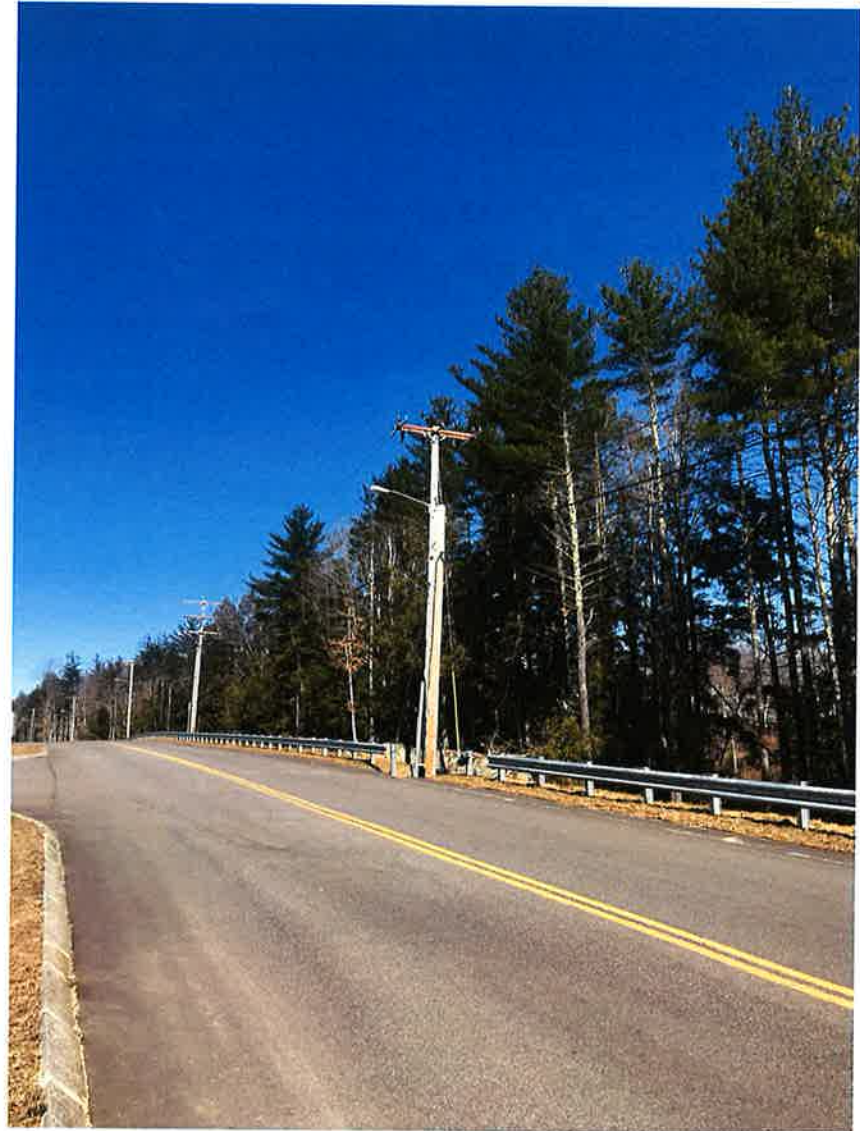








BROKEN CURB + GUARDRAIL



MAP 46 LOTS 1 & 3
STREET DEDICATION/LOT LINE RELOCATION PLAN

**60 GOURMET PLACE and
 20 CONTINENTAL DRIVE**
 EXETER, NEW HAMPSHIRE

PREPARED FOR
PROCON

PO BOX 4430
 MANCHESTER, NEW HAMPSHIRE 03108
 (603) 623-8811

RECORD OWNERS

**12 CONTINENTAL DRIVE, LLC
 and GARRISON GLEN, LLC**

20 TRAFALGAR SQUARE, SUITE 610
 NASHUA, NEW HAMPSHIRE 03063
 (603) 880-0502

11 DECEMBER 2018

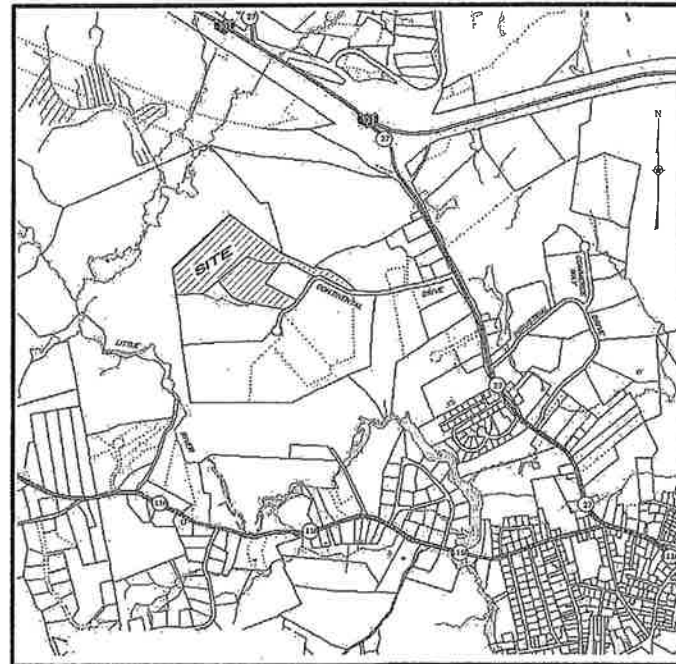
REVISED
 28 FEBRUARY 2019
 14 MAY 2019
 31 MAY 2019

EXETER PLANNING BOARD
 CONDITIONS OF APPROVAL

- AT THE MEETING OF MAY 23, 2019, THE EXETER PLANNING BOARD VOTED TO APPROVE THIS PLAN SUBJECT TO THE FOLLOWING CONDITIONS:
- A DWG FILE OF THE SUBDIVISION PLAN SHALL BE PROVIDED TO THE TOWN PLANNER SHOWING ALL PROPERTY LINES AND MONUMENTATION PRIOR TO SIGNING THE FINAL PLANS. THIS PLAN MUST BE IN NAD 1983 STATE PLANE NEW HAMPSHIRE FIPS 2800 FEET COORDINATES;
 - ALL MONUMENTATION SHALL BE SET IN ACCORDANCE WITH SECTION 9.25 OF THE SITE PLAN REVIEW AND SUBDIVISION REGULATIONS;
 - IN THE EVENT THE PROPOSED ROADWAY IMPROVEMENTS TO GOURMET PLACE ARE CONSTRUCTED, A PRECONSTRUCTION MEETING SHALL BE ARRANGED BY THE APPLICANT AND HIS CONTRACTOR WITH THE TOWN ENGINEER PRIOR TO ANY SITE WORK COMMENCING ON THE PROPOSED ROADWAY WORK. THE FOLLOWING MUST BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO THE PRECONSTRUCTION MEETING:
 - THE SWPPP (STORM WATER POLLUTION PREVENTION PLAN), IF APPLICABLE, BE SUBMITTED TO AND REVIEWED FOR APPROVAL BY DPW PRIOR TO PRECONSTRUCTION MEETING;
 - A PROJECT SCHEDULE AND CONSTRUCTION COST ESTIMATE.
 - THIRD PARTY CONSTRUCTION INSPECTIONS FEES SHALL BE PAID PRIOR TO SCHEDULING THE PRECONSTRUCTION MEETING; AND
 - THIS APPROVAL RECOGNIZES THAT IT IS THE INTENT OF THE APPLICANT TO SEEK ACCEPTANCE OF THE EXISTING AND PROPOSED PORTION OF GOURMET PLACE TO THE EXETER SELECT BOARD. THE PLANNING BOARD SUGGESTS THE SELECT BOARD CONSIDER A GROUND COVER OR SIMILAR VEGETATION BESIDES GRASS WITHIN THE CUL-DE-SAC ISLAND DUE TO MAINTENANCE CONCERNS.

INDEX OF PLANS

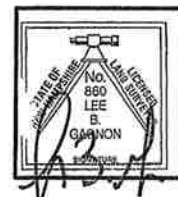
SHEET No.	TITLE	
1 OF 7	MASTER STREET DEDICATION/LOT LINE RELOCATION PLAN	1"=120'
2-3 OF 7	STREET DEDICATION/LOT LINE RELOCATION PLAN	1"=60'
4-5 OF 7	TOPOGRAPHIC STREET DEDICATION/LOT LINE RELOCATION PLAN	1"=60'
6-7 OF 7	PLAN AND PROFILE - GOURMET PLACE	Hor 1"=40' Vert 1"=4'



VICINITY PLAN SCALE: 1"=1,364'

APPROVED
 EXETER PLANNING BOARD

 CHAIRWOMAN
 6/19/19
 DATE



6/19/19

HSI Hayner/Swanson, Inc.

Civil Engineers/Land Surveyors
 3 Congress Street 131 Middlesex Turnpike
 Nashua, NH 03062 Burlington, MA 01803
 (603) 883-2057 (781) 203-1501
 www.hayner-swanson.com

RECEIVED

JUN 7 2019

EXETER PLANNING OFFICE

CASE No. 18-20

N



MAP 56 LOT 2
TOWN OF EXETER
10 FRONT STREET
EXETER, NH 03833
BK 3373 PG 308
ZONE: CT-1
USE: CONSERVATION

MAP 56 LOT 2
TOWN OF EXETER
10 FRONT STREET
EXETER, NH 03833
BK 3373 PG 308
ZONE: CT-1
USE: CONSERVATION

20.353 ACRES
(886,578 SF)

LIMIT OF WETLANDS AS
FLAGGED BY COVE
ENVIRONMENTAL SERVICES
INC. AND SURVEYED BY
HAYNER/SWANSON, INC.
NOVEMBER 2018

EXISTING
BUILDING

AREA OF TRANSFER
0.954 ACRES
(41,660 SF)

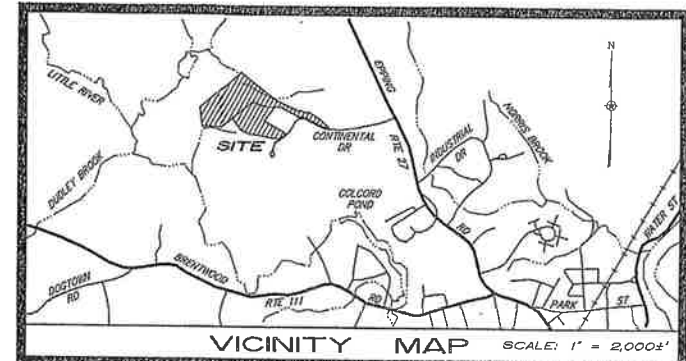
MAP 47 LOT 7
KEVIN M. KING, SR.
REVOCABLE TRUST
KEVIN M. KING, JR. TRUSTEE
PO BOX 218
STRATHAM, NH 03885
BK 2882 PG 901
ZONE: C-3
USE: UNDEVELOPED

EASEMENTS, RIGHTS AND RESTRICTIONS:

1. THE PROPERTY IS SUBJECT TO AND TOGETHER WITH THE BENEFIT OF DECLARATION OF EASEMENTS AND PROTECTIVE COVENANTS AS DEFINED IN BK. 3372 PG. 2998 AND AS AMENDED BY BK. 3319 PGS. 850 AND 855 PGS. 1025.
2. CONTINENTAL DRIVE IS A PUBLIC ROAD AS DEDICATED BY RCRD PLAN No. 26568 AND CONVEYED TO THE TOWN BY BK. 4462 PG. 1993.
3. THESE PARCELS ARE SUBJECT TO ALL MATTERS AS SHOWN ON PLAN RCRD PLAN No. 26568.
4. 20 FT WIDE ELECTRIC AND TELEPHONE EASEMENT GRANTED TO UNTIL ENERGY SYSTEMS, INC. AND NORTHERN NEW ENGLAND TELEPHONE OPERATIONS, LLC BY 12 CONTINENTAL DRIVE, LLC BK. 5771 PG. 1027.
5. 20 FT WIDE ELECTRIC EASEMENT GRANTED TO UNTIL ENERGY SYSTEMS, INC. BY CONTINENTAL DRIVE ASSOCIATES BK. 577 PG. 2166, ALSO SEE RCRD PLAN No. 39822.

PLAN REFERENCES:

1. LOT CONSOLIDATION/RESUBDIVISION PLAN, GARRISON GLEN CORPORATE PARK, EXETER, NEW HAMPSHIRE, SCALE: 1" = 100', DATED: JANUARY 8, 1988 WITH REVISIONS THRU 11/08/01, AND PREPARED BY HOLDEN ENGINEERING & SURVEYING, INC. BEDFORD, NH. RECORDED: RCRD - PLAN No. D-26568.
2. SUBDIVISION PLAN, TAX MAP 47 LOT 4 AS DRAWN FOR RICHARD EDMUNDS, CONTINENTAL DRIVE, EXETER, NH, SCALE: 1" = 60', DATED: MAY 2002, REVISED 07/01/02 AND PREPARED BY WALTER J. ZWEIGARDH. RECORDED: RCRD - PLAN No. D-26991.
3. SUBDIVISION OF LAND OF GENE R. COHEN, EPPING ROAD, EXETER, N.H., SCALE: 1" = 100', DATED: 4/18/88 WITH REVISIONS THRU 8/10/00 AND PREPARED BY LECLERC STOWELL ASSOCIATES. RECORDED: RCRD - PLAN No. D15295.
4. SITE PLAN, F.W. WEBB PROPOSED BUILDING EXPANSION, TAX MAP 46 LOT 2, 16 CONTINENTAL DRIVE, EXETER, NH, APPLICANT: F.W. WEBB COMPANY, RECORD OWNER: CONTINENTAL DRIVE ASSOCIATES, DATED: DECEMBER 1, 2015 AND PREPARED BY ALTUS ENGINEERING, INC. ON FILE AT THE EXETER PLANNING DEPARTMENT, CASE No. 21624.
5. SITE PLAN (27 SHEETS), MAP 46, LOT 1, PROPOSED LIGHT INDUSTRIAL DISTRIBUTION FACILITY, 12 CONTINENTAL DRIVE, EXETER, NEW HAMPSHIRE, SCALE: 1" = 100', DATED: 14 DECEMBER 2015 WITH REVISIONS THRU 01/29/16 AND PREPARED BY THIS OFFICE. ON FILE AT THE EXETER PLANNING DEPARTMENT, CASE No. 21925.



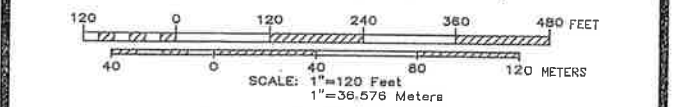
NOTES:

1. PURPOSE OF PLAN:
A. TO TRANSFER 41,660 SF OF LAND FROM LOT 1 TO LOT 3.
B. TO SHOW THE DEDICATION OF 69,514 SF OF LAND FROM LOT 1 FOR A PUBLIC ROAD.
2. SITE AREA:
LOT 1 EXISTING 997,852 SF, 22.903 ACRES PROPOSED 886,578 SF, 20.353 ACRES
LOT 3 EXISTING 468,145 SF, 10.747 ACRES PROPOSED 509,706 SF, 11.701 ACRES
ROAD N/A 09,514 SF, 1.996 ACRES
TOTAL 33,650 ACRES 33,650 ACRES
3. PRESENT ZONING:
CT-1; CORPORATE/TECHNOLOGY PARK-1
MINIMUM LOT REQUIREMENTS:
-LOT AREA 2 ACRE
-LOT WIDTH 260 FT
-LOT DEPTH 250 FT
-BUILDING HEIGHT 50 FT
MINIMUM BUILDING SETBACKS:
-FRONT YARD 75 FT
-SIDE YARD 30 FT
-REAR YARD 50 FT
4. LOT USE:
LOT 1 EXISTING LIGHT INDUSTRIAL PROPOSED LIGHT INDUSTRIAL
LOT 3 UNDEVELOPED UNDEVELOPED
6. LOT NUMBERS REFER TO THE TOWN OF EXETER ASSESSORS MAPS 46, 47 AND 56.
6. LOTS ARE SERVICED BY MUNICIPAL SEWER AND WATER BY EXETER PUBLIC WORKS, UNDERGROUND POWER, TELECOMMUNICATIONS AND GAS UTILITIES.
7. A PORTION OF THIS SITE IS LOCATED WITHIN ZONE X (SHADED), 0.2% ANNUAL CHANCE FLOODPLAIN BOUNDARY, AS DETERMINED FROM THE FLOOD INSURANCE RATE MAP (FIRM), ROCKINGHAM, TOWN OF EXETER, NEW HAMPSHIRE, COMMUNITY No. 330130, PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, MAP NUMBER: 3301500401E, DATED: MAY 17, 2005.
8. THIS PLAN CONSISTS OF SEVEN (7) SHEETS, OF WHICH SHEETS 1 THRU 3 WILL BE RECORDED AT THE ROCKINGHAM COUNTY REGISTRY OF DEEDS. THE ENTIRE PLAN SET WILL ALSO BE ON FILE AT THE TOWN OF EXETER PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT.
9. IF DURING CONSTRUCTION IT BECOMES APPARENT THAT DEFICIENCIES EXIST IN THE APPROVED DESIGN DRAWINGS, THE OWNER SHALL BE REQUIRED TO CORRECT THE DEFICIENCIES TO MEET THE REQUIREMENTS OF THE REGULATIONS AT NO EXPENSE TO THE TOWN.
10. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL CONFORM TO THE TOWN OF EXETER SUBDIVISION REGULATIONS AND THE LATEST EDITION OF THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION'S STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
11. THE LANDOWNER IS RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL WETLAND REGULATIONS, INCLUDING ANY PERMITTING AND SETBACK REQUIREMENTS REQUIRED UNDER THESE REGULATIONS.
12. OWNERS OF RECORD:
MAP 46, LOT 1 12 CONTINENTAL DRIVE, LLC GARRISON GLEN, LLC
20 TRAFALGAR SQUARE, SUITE 610 NASHUA, NH 03063 BK. 5730, PG. 2827
MAP 46, LOT 3 20 TRAFALGAR SQUARE, SUITE 610 NASHUA, NH 03063 BK. 4404, PG. 2730

No.	DATE	REVISION	BY
3	05/31/19	ADDRESS CONDITIONS OF APPROVAL	JRP
2	05/14/19	ADDRESS DPW COMMENTS	JRP
1	02/28/19	ADDRESS TOWN REVIEW COMMENTS	JRP

CASE No. 18-20
MASTER STREET DEDICATION/
LOT LINE RELOCATION PLAN
(MAP 46, LOTS 1 & 3)
**60 GOURMET PLACE and
20 CONTINENTAL DRIVE**
EXETER, NEW HAMPSHIRE
PREPARED FOR:
PROCON
PO BOX 4430 MANCHESTER, NEW HAMPSHIRE 03108 (603) 623-8811

RECORD OWNERS:
**12 CONTINENTAL DRIVE, LLC
and GARRISON GLEN, LLC**



11 DECEMBER 2018

HSI Hayner/Swanson, Inc.
Civil Engineers/Land Surveyors
3 Congress Street 131 Middlesex Turnpike
Nashua, NH 03062 Burlington, MA 01803
(603) 883-2057 (781) 203-1501
www.hayner-swanson.com

LEGEND

- CATCH BASIN
- STORM DRAIN MANHOLE
- HEADWALL
- END SECTION
- SANITARY SEWER & MANHOLE
- HYDRANT
- WATER GATE VALVE
- GAS GATE VALVE
- UTILITY POLE WITH GUY SUPPORT
- STREET LIGHT
- STONE WALL
- BUILDING SETBACK LINE
- WETLAND FLAGGING LIMIT
- WETLAND BUFFER LINE
- CHAINLINK FENCE
- CURBING
- GUARD RAIL
- PAVEMENT SAWCUT
- CONCRETE
- CONIFEROUS TREE
- DECIDUOUS TREE

MAP 46 LOT 4
GARRISON GLEN LLC
20 TRAFALGAR SQUARE,
STE 610
NASHUA, NH 03060
BK 5477 PG 0316
ZONE: CT-1
USE: UNDEVELOPED

MAP 46 LOT 2
CONTINENTAL DRIVE ASSOC
160 MIDDLESEX TURNPIKE
BEDFORD, MA 01730
BK 4057 PG 0697
ZONE: CT-1
USE: LIGHT INDUSTRIAL

MAP 47 LOT 4-6
EXETER BUSINESS PARK
CONDOMINIUM
c/o SHERRILL HOLDINGS, LLC
ATTN: JOHN SHERRILL, PRESIDENT
BE CONTINENTAL DRIVE
EXETER, NH 03833
BK 4214 PG 531
ZONE: C-3
USE: OFFICE CONDO

MAP 46 LOT 5
CONTINENTAL MICROWAVE
11 CONTINENTAL DRIVE
EXETER, NH 03833
BK 3372 PG 2805
ZONE: CT-1
USE: LIGHT INDUSTRIAL

MAP 46 LOT 7
HOLDING COURT LLC
c/o MARK PANETH LLP
685 THIRD AVENUE, 4 TH FLOOR
NEW YORK, NY 10017
BK 0423 PG 2946
BK 5040 PG 1960
ZONE: CT-1
USE: UNDEVELOPED

NOTE
ALL LOT MONUMENTATION SHALL BE SET IN ACCORDANCE WITH SECTION 9:25 OF THE SITE PLAN REVIEW AND SUBDIVISION REGULATIONS

NOTE
THE PROPOSED OUL-DE-SAC AND RELEVANT ROAD IMPROVEMENTS WILL NOT BE CONSTRUCTED UNLESS GOURMET PLACE IS EITHER THE BOARD OF ACCEPTED AS A TOWN ROAD BY SELECTMEN OR TOWN MEETING

ZONING NOTE
THE ZONING/BUILDING SETBACKS DEPICTED ON THIS PLAN ARE THOSE WE HAVE INTERPRETED FROM THE LATEST ZONING ORDINANCE OF THE MUNICIPALITY AND, AS SUCH, ARE ONLY OPINIONS EXPRESSED BY HAYNER/SWANSON, INC. THE FINAL INTERPRETATION OF THE ORDINANCE CAN ONLY BE MADE BY THE APPROPRIATE ZONING AUTHORITY. SINCE BUILDING ORIENTATION, PROPOSED USES, AND OTHER FACTORS CAN AFFECT THE SETBACKS, PRIOR TO ANY DEVELOPMENT OF THIS PROPERTY, THE BUILDER/OWNER MUST CONSULT WITH THE TOWN/CITY TO INSURE THE CORRECT APPLICATION OF THE ZONING ORDINANCE.

THE UNDERSIGNED DOES HEREBY AGREE TO PERFORM ALL OF THE SITE IMPROVEMENTS AS SHOWN ON THIS PLAN AND AS CONDITIONED OR STIPULATED BY THE EXETER PLANNING BOARD.

[Signature] 12/21/18 DATE
FOR 12 CONTINENTAL DRIVE, LLC

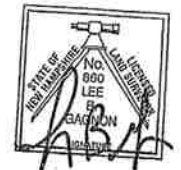
[Signature] 12/21/18 DATE
FOR GARRISON GLEN, LLC

CERTIFICATION

I HEREBY CERTIFY, TO MY KNOWLEDGE, INFORMATION AND BELIEF, THAT THIS PLAN SHOWS THE RESULTS OF AN ON THE GROUND STANDARD PROPERTY SURVEY AND THAT SAID SURVEY MEETS THE MINIMUM PRECISION AND/OR ACCURACY MEASUREMENTS FOR SURVEY CLASSIFICATION "U" (URBAN) AS SET FORTH IN TABLE 500.1 OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS ADOPTED 08/23/01, EFFECTIVE 01/01/09.

I FURTHER CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN FIFTEEN THOUSAND ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY.

6/6/19 DATE



APPROVED
EXETER PLANNING BOARD
[Signature] 6/19/19 DATE
CHAIRMAN

WETLAND NOTES:

WETLANDS WERE DELINEATED BY GOVE ENVIRONMENTAL SERVICES IN MAY OF 2014 AND AUGUST OF 2018 IN ACCORDANCE WITH THE FOLLOWING STANDARDS:

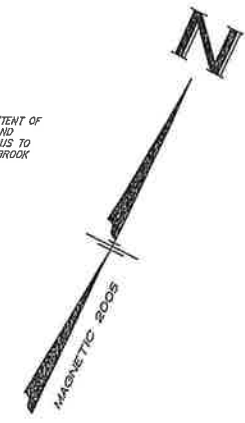
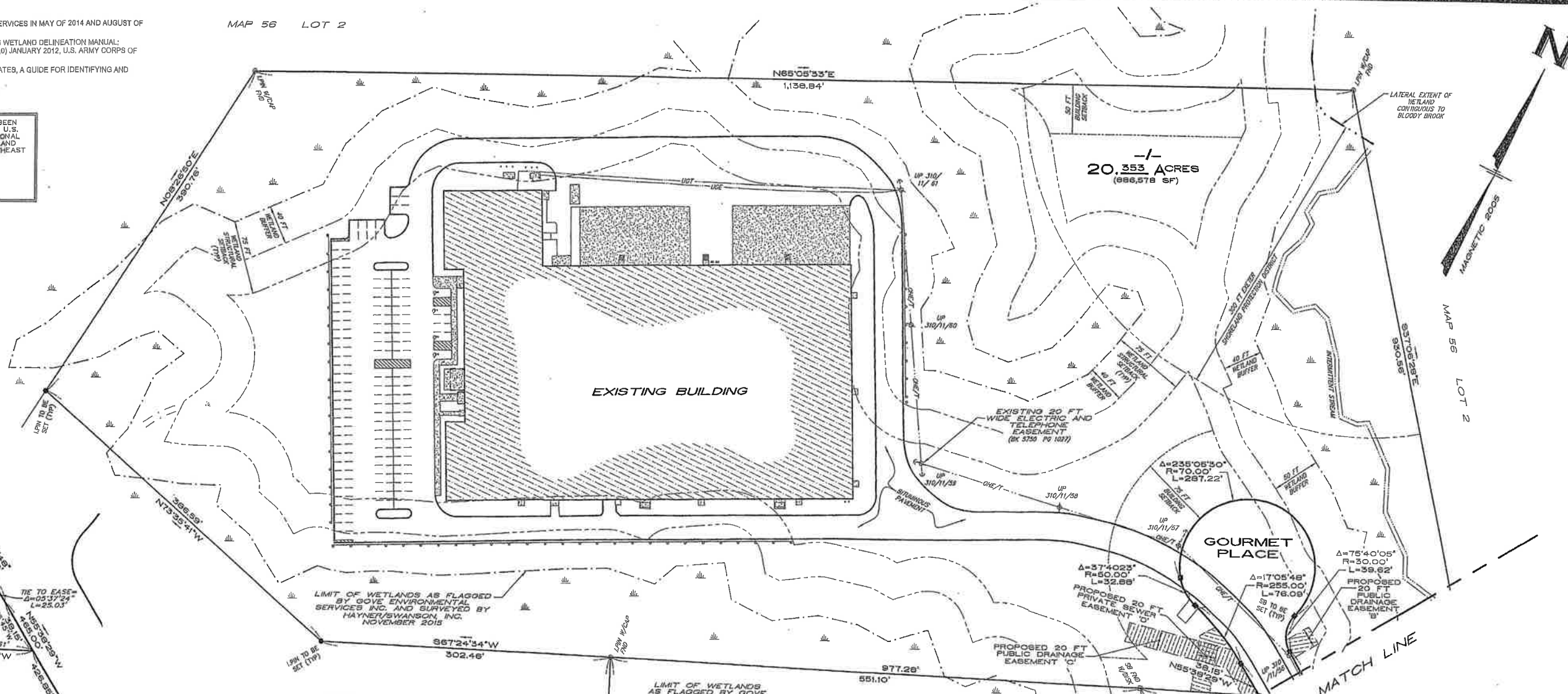
1. REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHCENTRAL AND NORTHEAST REGION, (VERSION 2.0) JANUARY 2012, U.S. ARMY CORPS OF ENGINEERS.
2. FIELD INDICATORS OF HYDRIC SOILS IN THE UNITED STATES, A GUIDE FOR IDENTIFYING AND DELINEATING HYDRIC SOILS, VERSION 7.0, UNITED STATES DEPARTMENT OF AGRICULTURE (2010).
3. NATIONAL WETLAND PLANT LIST, VERSION 3.2 (2014).

THIS IS TO CERTIFY THAT THE WETLANDS HAVE BEEN DELINEATED IN ACCORDANCE WITH THE U.S. ARMY CORPS OF ENGINEERS JANUARY 2012 REGIONAL SUPPLEMENT TO THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL: NORTHCENTRAL AND NORTHEAST (REGION 2).

WETLAND DELINEATION PREPARED BY:
GOVE ENVIRONMENTAL SERVICES
BRENDAN J. QUIGLEY
CERTIFIED WETLAND SCIENTIST (#249)

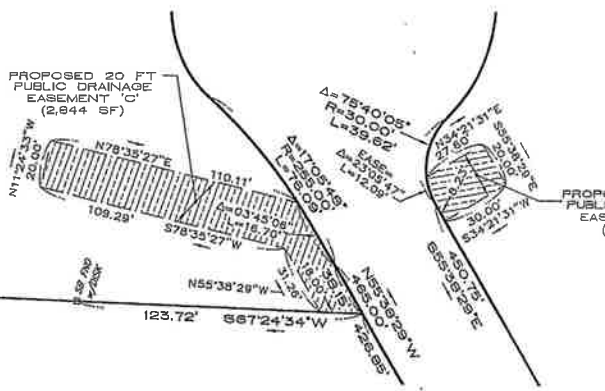


MAP 56 LOT 2



SEWER EASEMENT DETAIL

SCALE: 1" = 40'



DRAINAGE EASEMENT DETAILS

SCALE: 1" = 40'

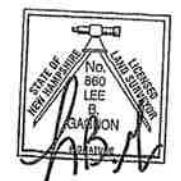


CERTIFICATION

I HEREBY CERTIFY, TO MY KNOWLEDGE, INFORMATION AND BELIEF, THAT THIS PLAN SHOWS THE RESULTS OF AN ON THE GROUND "STANDARD PROPERTY SURVEY" AND THAT SAID SURVEY MEETS THE MINIMUM PRECISION AND/OR ACCURACY MEASUREMENTS FOR SURVEY CLASSIFICATION "U" (URBAN) AS SET FORTH IN TABLE 500.1 OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS ADOPTED 08/23/01, EFFECTIVE 01/01/09.

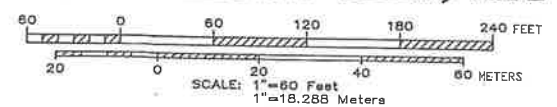
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4/5/19 DATE



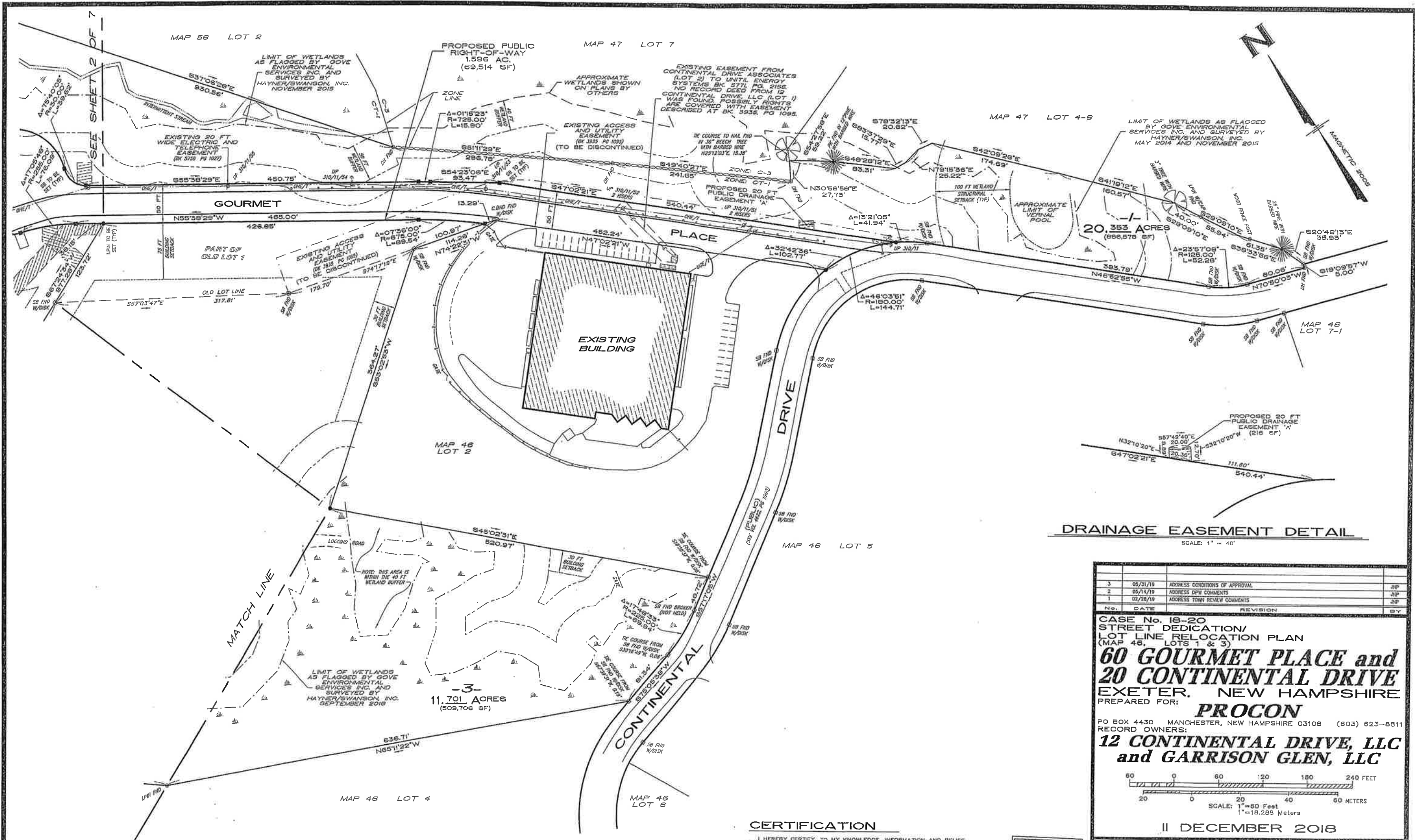
No.	DATE	REVISION	BY
3	05/31/19	ADDRESS CONDITIONS OF APPROVAL	JP
2	05/14/19	ADDRESS SPW COMMENTS	JP
1	02/26/19	ADDRESS TOWN REVIEW COMMENTS	JP

CASE No. 18-20
STREET DEDICATION/
LOT LINE RELOCATION PLAN
(MAP 48, LOTS 1 & 3)
**60 GOURMET PLACE and
20 CONTINENTAL DRIVE**
EXETER, NEW HAMPSHIRE
PREPARED FOR:
PROCON
PO BOX 4430 MANCHESTER, NEW HAMPSHIRE 03108 (603) 623-8811
RECORD OWNERS:
**12 CONTINENTAL DRIVE, LLC
and GARRISON GLEN, LLC**



11 DECEMBER 2018

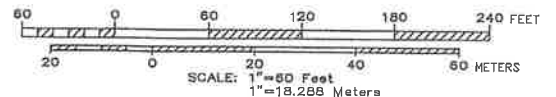
HSI Hayner/Swanson, Inc.
Civil Engineers/Land Surveyors
3 Congress Street
Nashua, NH 03062
131 Middlesex Turnpike
Burlington, MA 01803
(603) 883-0257
www.hayner-swanson.com



No.	DATE	REVISION	BY
3	05/31/19	ADDRESS CONDITIONS OF APPROVAL	2/P
2	05/14/19	ADDRESS DPW COMMENTS	2/P
1	02/28/19	ADDRESS TOWN REVIEW COMMENTS	2/P

CASE No. 18-20
 STREET DEDICATION/
 LOT LINE RELOCATION PLAN
 (MAP 46, LOTS 1 & 3)
**60 GOURMET PLACE and
 20 CONTINENTAL DRIVE**
 EXETER, NEW HAMPSHIRE

PREPARED FOR:
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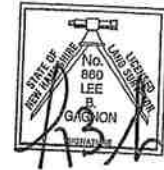
11 DECEMBER 2018

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 (603) 883-2057 (781) 203-1501
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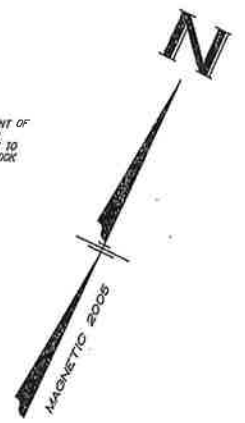
APPROVED
 EXETER PLANNING BOARD

 CHAIRMAN DATE 6/13/19

CERTIFICATION
 I HEREBY CERTIFY, TO MY KNOWLEDGE, INFORMATION AND BELIEF, THAT THIS PLAN SHOWS THE RESULTS OF AN ON THE GROUND "STANDARD PROPERTY SURVEY" AND THAT SAID SURVEY MEETS THE MINIMUM PRECISION AND/OR ACCURACY MEASUREMENTS FOR SURVEY CLASSIFICATION "U" (URBAN) AS SET FORTH IN TABLE 500.1 OF THE NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES OF THE BOARD OF LICENSURE FOR LAND SURVEYORS ADOPTED 08/23/01, EFFECTIVE 01/01/09.
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 6/13/19
 DATE

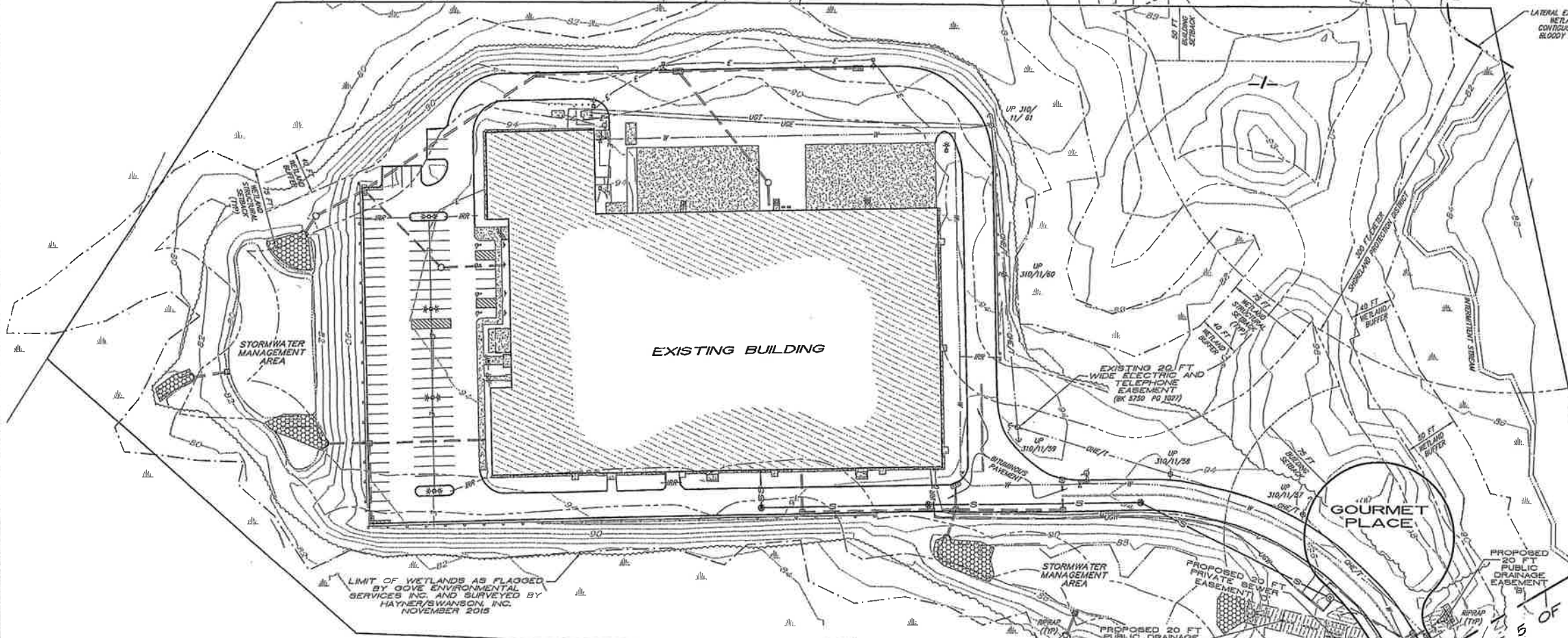


MAP 56 LOT 2



LEGEND

- 100 --- EXISTING GROUND CONTOUR
- 102.5 --- EXISTING SPOT ELEVATION
- S --- STORM DRAIN & CATCH BASIN
- S --- STORM DRAIN & MANHOLE
- S --- STORM DRAIN & HEADWALL
- S --- STORM DRAIN & END SECTION
- S --- SANITARY SEWER & MANHOLE
- W --- WATER MAIN & HYDRANT
- W --- WATER MAIN & GATE VALVE
- G --- GAS LINE & GATE VALVE
- U --- UTILITY POLE WITH GUY SUPPORT
- S --- STREET LIGHT
- O --- OVERHEAD ELECTRIC & TELEPHONE
- U --- UNDERGROUND ELEC./TEL & MANHOLES
- S --- SIGN
- T --- TREE LINE
- S --- STONE BOUND
- I --- IRON PIN
- W --- WALL
- S --- BUILDING SETBACK LINE
- S --- WETLAND FLAGGING LIMIT
- S --- WETLAND BUFFER LINE
- S --- CHAINLINK FENCE
- S --- CURBING
- S --- HANDICAP PARKING SPACE
- S --- GUARD RAIL
- S --- PAVEMENT SAWCUT
- S --- CONCRETE
- S --- RIPRAP / STONE



MAP 46 LOT 4

BENCHMARK
I PIN WITH CAP
ELEV. = 83.55
(NGVD28)

LIMIT OF WETLANDS AS FLAGGED BY GOVE ENVIRONMENTAL SERVICES INC. AND SURVEYED BY HAYNER/SWANSON, INC. SEPTEMBER 2018

BENCHMARK
STONE BND WITH DISK
ELEV. = 84.91
(NGVD29)

GENERAL NOTES:

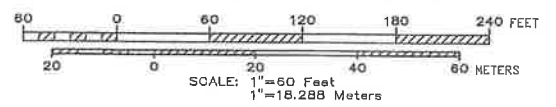
1. THE EXISTING TOPOGRAPHY, AS SHOWN ON THE PLANS, IS BASED ON AN ACTUAL FIELD SURVEY MADE ON THE GROUND BETWEEN MARCH 2005 AND SEPTEMBER 2018 AND IS IN ACCORDANCE WITH THE TOWN OF EXETER REGULATIONS.
2. SURVEY CONTROL INFORMATION:
HORIZONTAL DATUM: MAGNETIC 1995
HORIZONTAL PROJECTION: ASSUMED
VERTICAL DATUM: NGVD29
UNITS: US SURVEY FEET
3. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE ACCURACY OF THE EXISTING TOPOGRAPHY PRIOR TO EARTHWORK OPERATIONS. NO CLAIM FOR EXTRA WORK DUE TO TOPOGRAPHIC INACCURACY SHALL BE CONSIDERED AFTER EARTHWORK HAS COMMENCED.
4. THE CONTRACTOR SHALL ONLY USE BENCHMARKS AS PROVIDED BY THE ENGINEER.

APPROVED
EXETER PLANNING BOARD
[Signature]
CHAIRMAN
DATE: 6/19/19

UTILITY NOTE
THE UNDERGROUND UTILITIES DEPICTED HEREON HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND PLOTTED FROM EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES DEPICTED COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND PORTIONS OF THE UTILITIES.

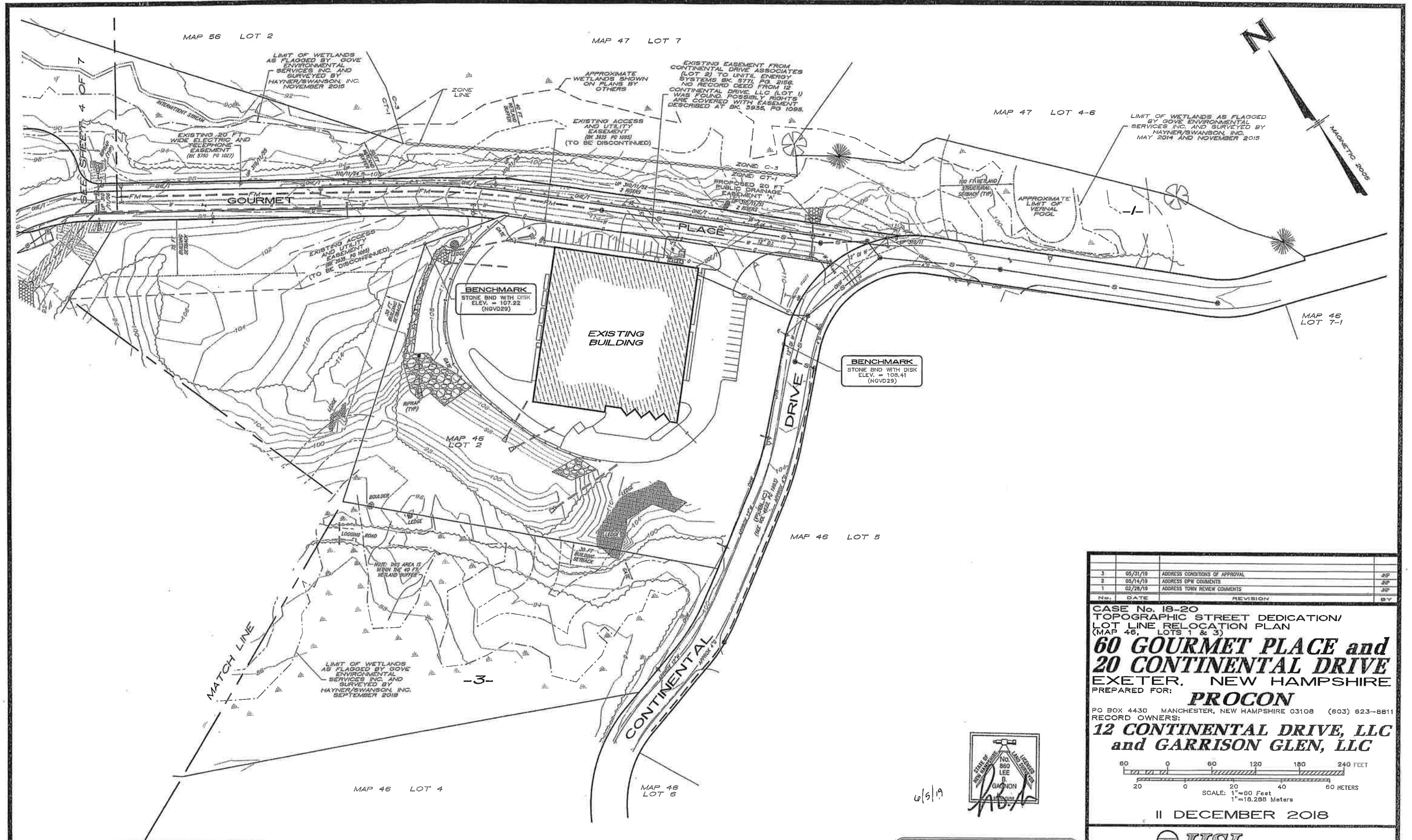
No.	DATE	REVISION	BY
3	05/31/19	ADDRESS CONDITIONS OF APPROVAL	JWP
2	05/14/19	ADDRESS DPW COMMENTS	JWP
1	02/28/19	ADDRESS TOWN REVIEW COMMENTS	JWP

CASE No. 18-20
TOPOGRAPHIC STREET DEDICATION/
LOT LINE RELOCATION PLAN
(MAP 46, LOTS 1 & 3)
**60 GOURMET PLACE and
20 CONTINENTAL DRIVE**
EXETER, NEW HAMPSHIRE
PREPARED FOR:
PROCON
PO BOX 4430 MANCHESTER, NEW HAMPSHIRE 03108 (603) 623-8811
RECORD OWNERS:
**12 CONTINENTAL DRIVE, LLC
and GARRISON GLEN, LLC**



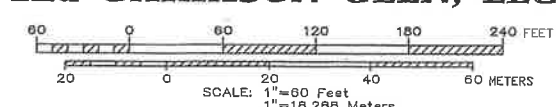
11 DECEMBER 2018

HSI Hayner/Swanson, Inc.
Civil Engineers/Land Surveyors
3 Congress Street
Nashua, NH 03062
(603) 883-2057
131 Middlesex Turnpike
Burlington, MA 01803
(781) 203-1501
www.haynerswanson.com



No.	DATE	REVISION	BY
3	05/31/19	ADDRESS CONDITIONS OF APPROVAL	JSP
2	05/14/19	ADDRESS OPW COMMENTS	JSP
1	02/26/19	ADDRESS TOWN REVIEW COMMENTS	JSP

CASE No. 18-20
 TOPOGRAPHIC STREET DEDICATION/
 LOT LINE RELOCATION PLAN
 (MAP 46, LOTS 1 & 3)
**60 GOURMET PLACE and
 20 CONTINENTAL DRIVE**
 EXETER, NEW HAMPSHIRE
 PREPARED FOR:
PROCON
 PO BOX 4430 MANCHESTER, NEW HAMPSHIRE 03108 (603) 623-8811
 RECORD OWNERS:
**12 CONTINENTAL DRIVE, LLC
 and GARRISON GLEN, LLC**



11 DECEMBER 2018

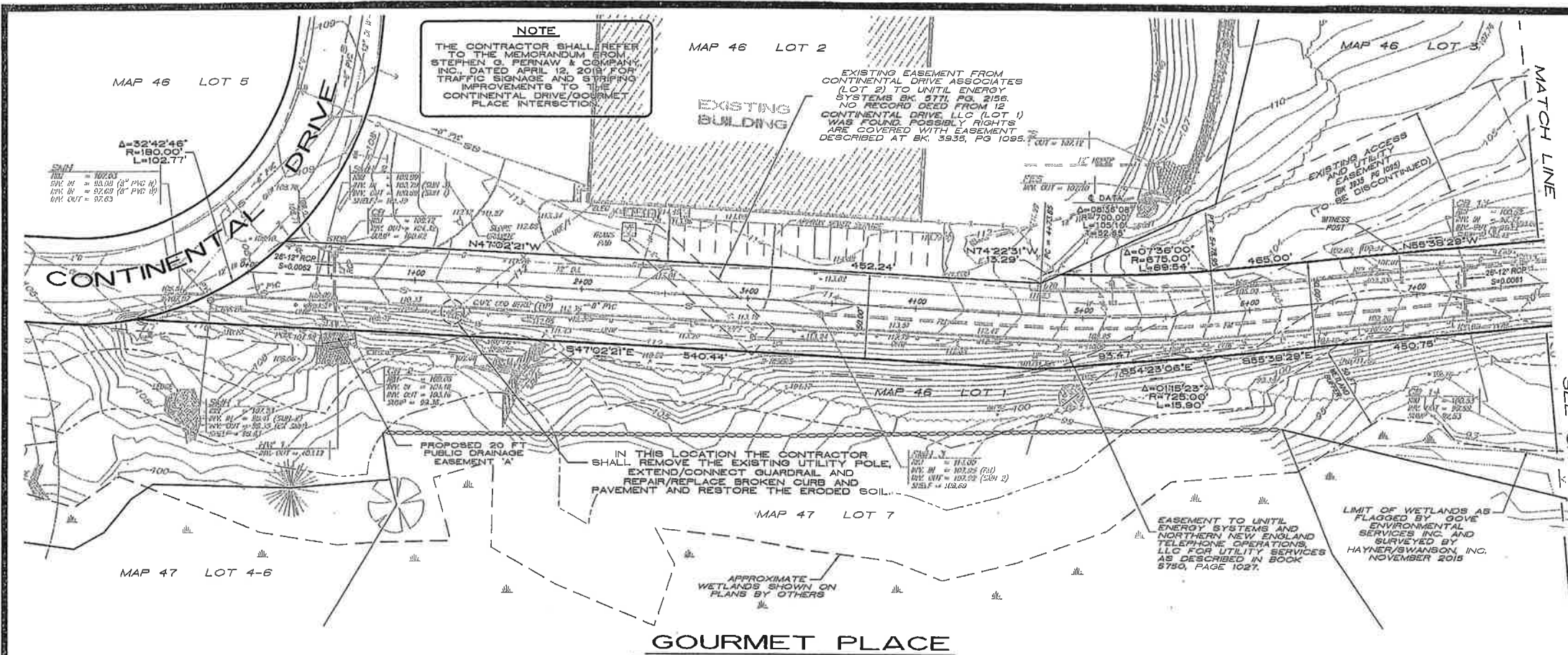
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 Nashua, NH 03062 Burlington, MA 01803
 (603) 883-2057 (781) 203-1501
 www.hayner-swanson.com

FIELD BOOK: 1200 DRAWING NAME: 4891U SUB-F181 4891-U 5 OF 7
 DRAWING LOCATION: G:\4891\DWG\4891-U

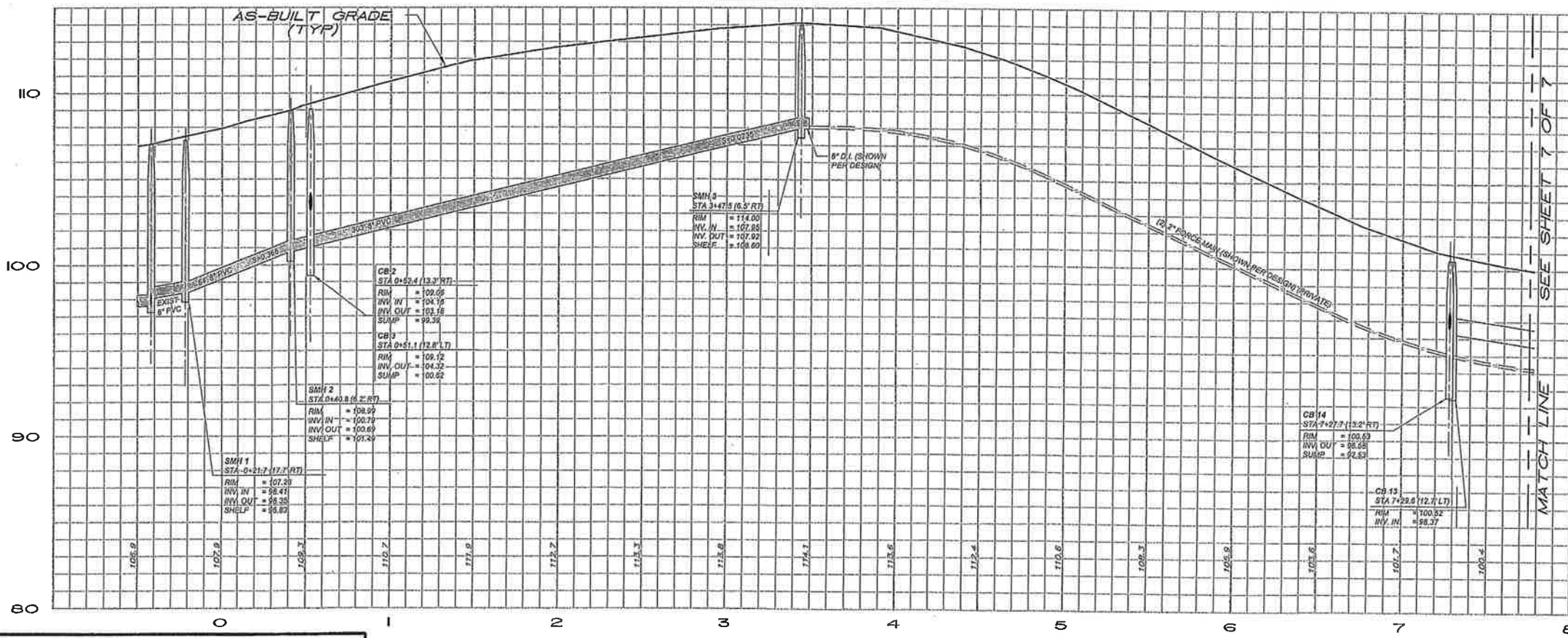
APPROVED
 EXETER PLANNING BOARD

 CHAIRMAN DATE: 6/19/19

UTILITY NOTE
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- NOTES**
- PRIOR TO THE DEDICATION THE GRAVITY LINE SEWER (BM# 1 TO SM# 3) SHALL BE CLEANED AND VIDEO INSPECTED. THE RESULTS SHALL BE PROVIDED TO THE EXETER PUBLIC WORKS DEPARTMENT.
 - THE EXISTING FORCE MAINS (2) AND SANITARY SEWER PUMP STATION FOR LOT 1 SHALL REMAIN PRIVATE.
 - THE STORM DRAINAGE SYSTEM AND WATER LINES WITHIN THE PORTION OF GOURMET PLACE TO BE DEDICATED TO THE TOWN AND WILL BECOME PUBLIC.
 - A PRECONSTRUCTION MEETING SHALL BE ARRANGED BY THE APPLICANT AND HIS CONTRACTOR WITH THE TOWN ENGINEER PRIOR TO ANY SITE WORK COMMENCING ON THE PROPOSED ROADWAY WORK. THE FOLLOWING MUST BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO THE PRECONSTRUCTION MEETING:
 - THE SWPPP (STORM WATER POLLUTION PREVENTION PLAN), IF APPLICABLE, BE SUBMITTED TO AND REVIEWED FOR APPROVAL BY THE DPW PRIOR TO PRECONSTRUCTION MEETING.
 - A PROJECT SCHEDULE AND CONSTRUCTION COST ESTIMATE.



APPROVED
EXETER PLANNING BOARD
Lance Proulx
CHAIRMAN
6/15/19
DATE

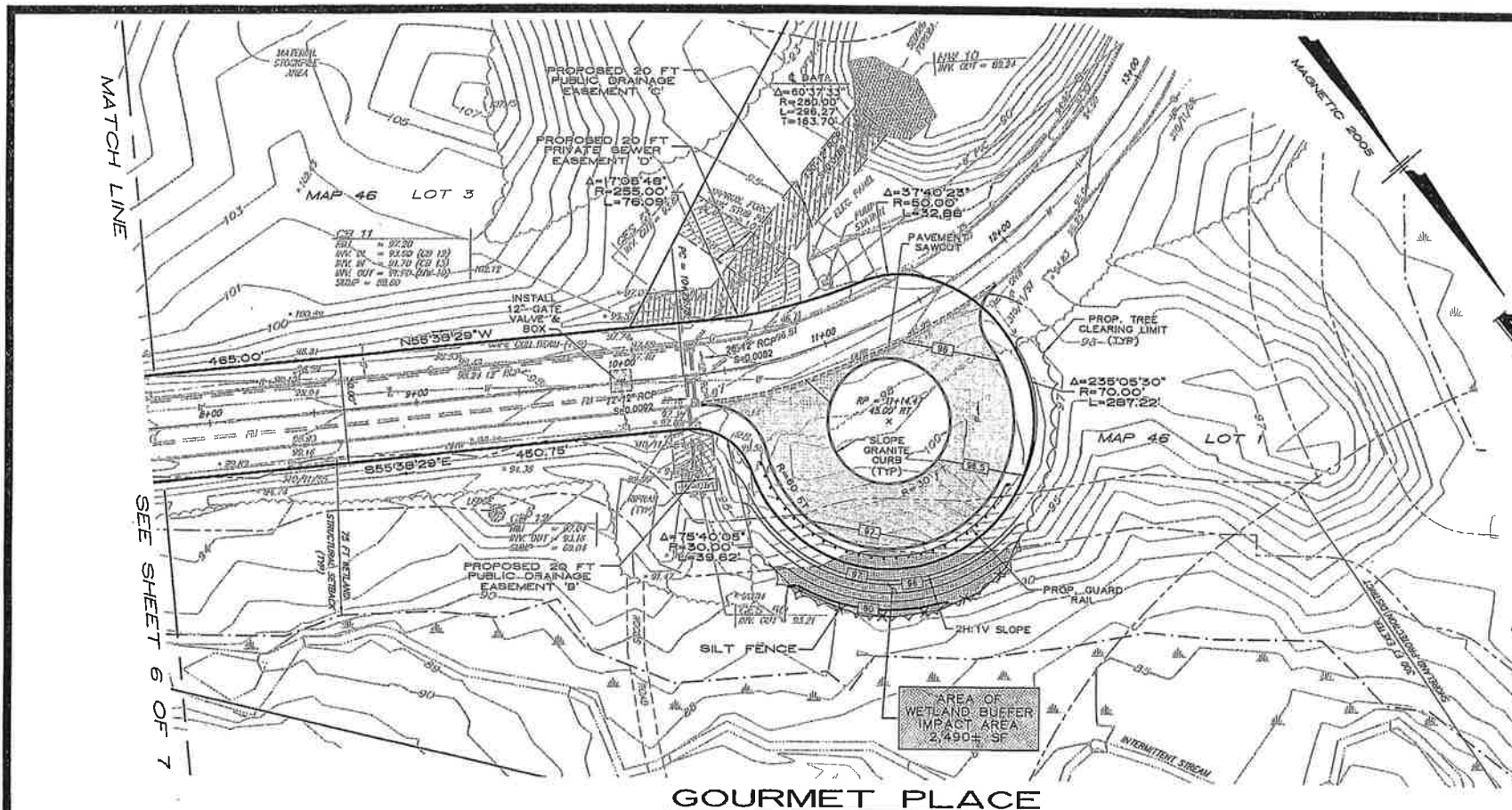
No.	DATE	REVISION	BY
3	02/21/19	ADDRESS CONDITIONS OF APPROVAL	JHP
2	05/14/19	ADDRESS DPW COMMENTS	JHP
1	02/28/19	ADDRESS TOWN REVIEW COMMENTS	JHP

CASE No. 18-20
PLAN AND PROFILE -
GOURMET PLACE
(MAP 46, LOTS 1 & 3)
**60 GOURMET PLACE and
20 CONTINENTAL DRIVE**
EXETER, NEW HAMPSHIRE
PREPARED FOR:
PROCON
PO BOX 4430 MANCHESTER, NEW HAMPSHIRE 03108 (603) 623-8811
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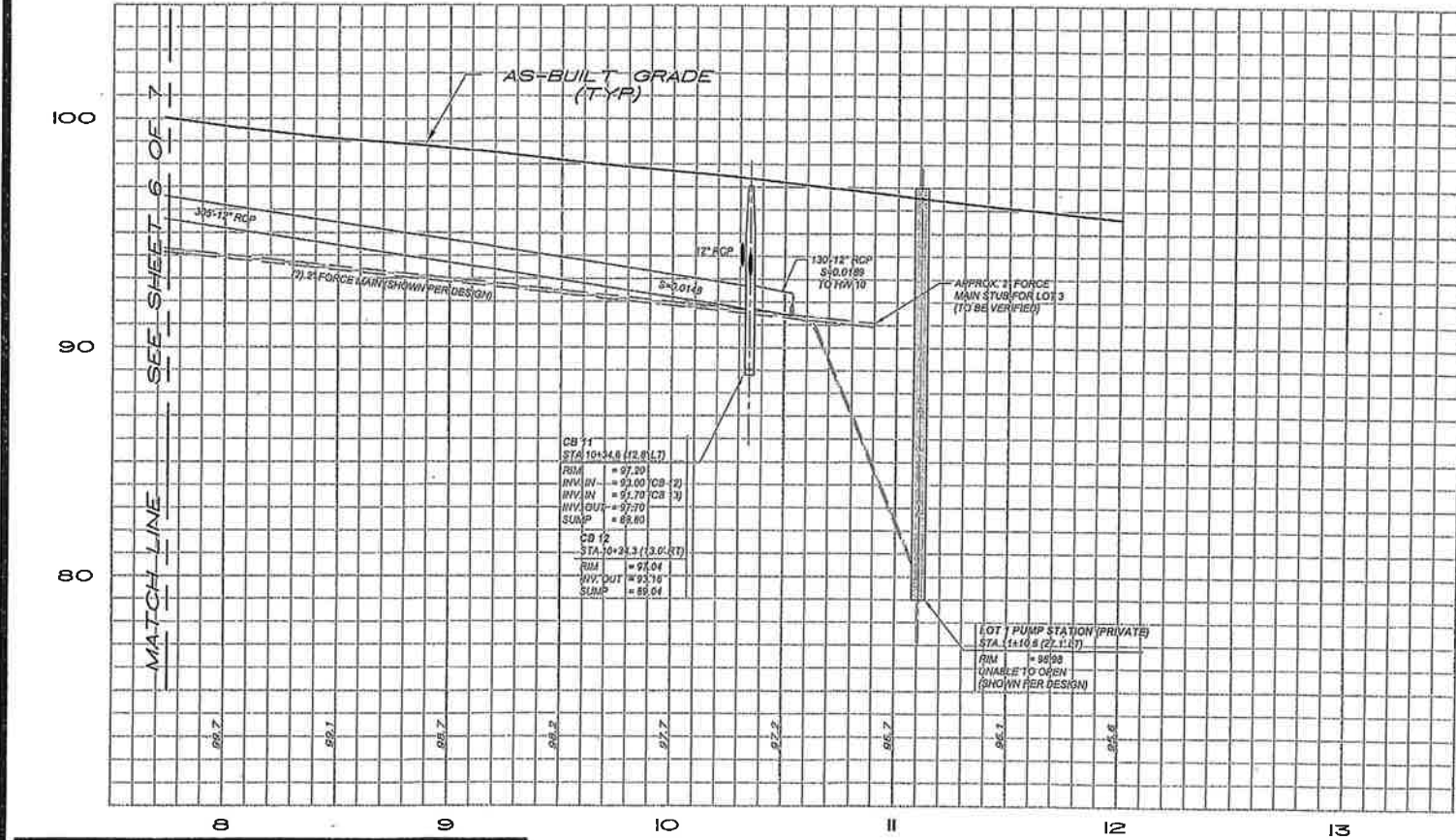
SCALE: HORIZ. 1" = 40'
VERT. 1" = 4'

11 DECEMBER 2018

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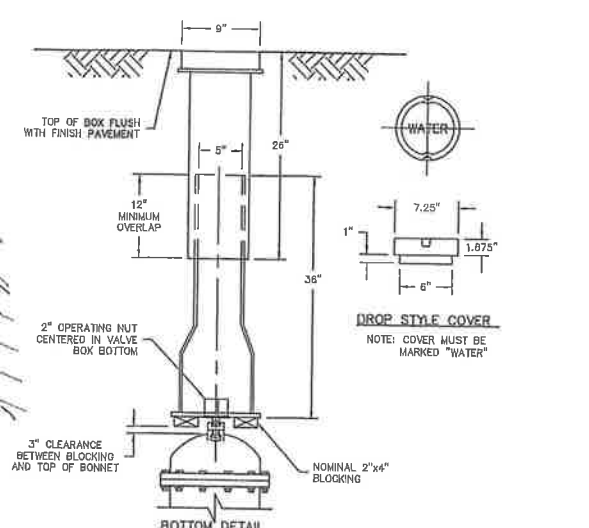
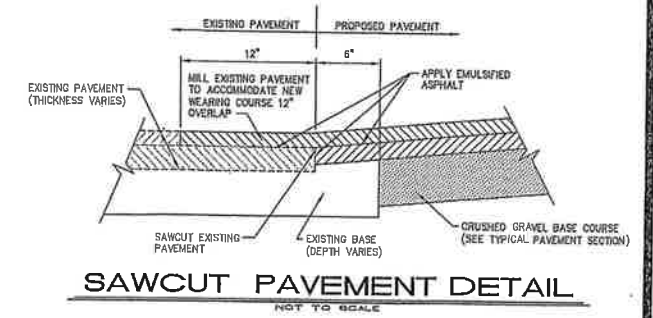
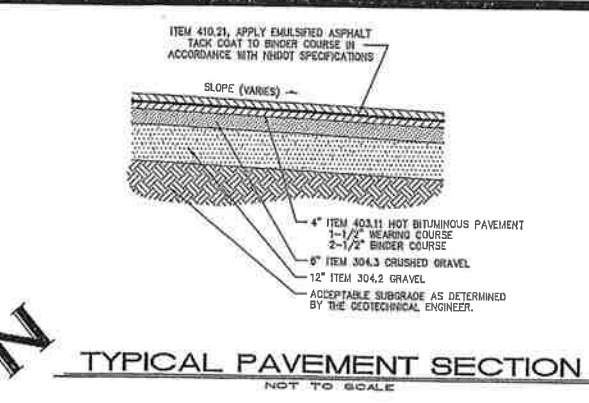
GOURMET PLACE



APPROVED
EXETER PLANNING BOARD

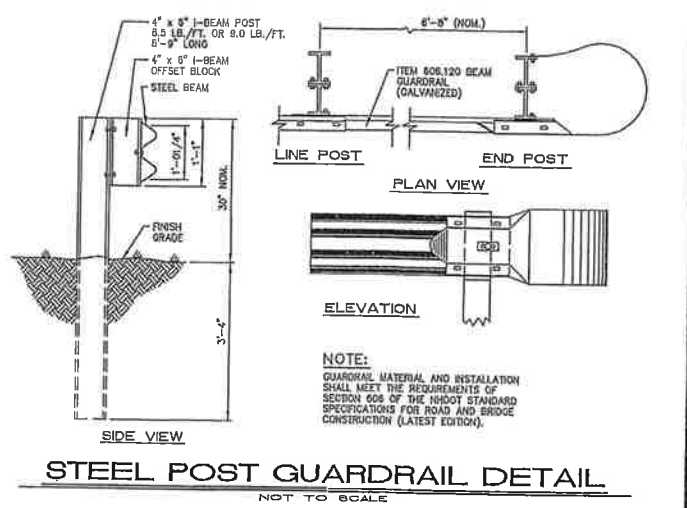
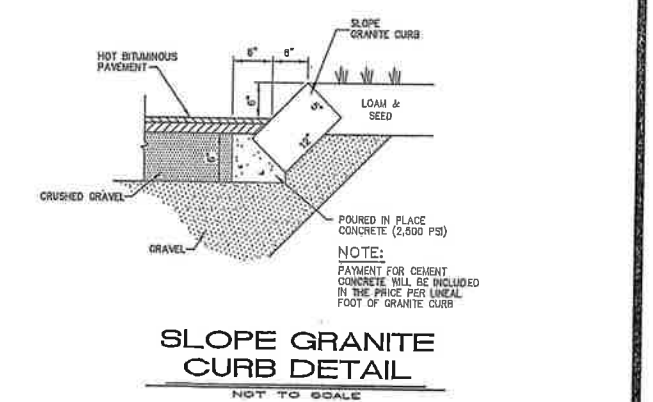
Charles P. [Signature]
CHAIRMAN

6/19/19
DATE



NOTES:

- ALL MATERIALS AND INSTALLATION PROCEDURES WILL CONFORM TO THE TOWN OF EXETER DEPARTMENT OF PUBLIC WORKS STANDARD SPECIFICATIONS.
- ALL PIPE SHOULD HAVE A MINIMUM DEPTH OF 5' FROM TOP OF PIPE TO FINISH GRADE.



No.	DATE	REVISION	BY
3	05/31/19	ADDRESS CONDITIONS OF APPROVAL	JSP
2	05/14/18	ADDRESS DPW COMMENTS	JSP
1	02/28/19	ADDRESS TOWN REVIEW COMMENTS	JSP

CASE No. 18-20
PLAN AND PROFILE -
GOURMET PLACE
(MAP 46, LOTS 1 & 3)

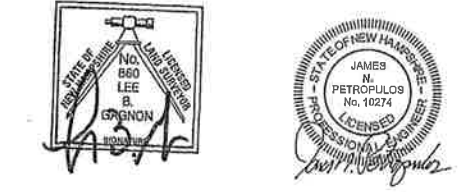
**60 GOURMET PLACE and
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EXETER, NEW HAMPSHIRE

PREPARED FOR:
PROCON
PO BOX 4430 MANCHESTER, NEW HAMPSHIRE 03108 (603) 623-8811

RECORD OWNERS:
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and GARRISON GLEN, LLC**

SCALE: HORIZ. 1" = 40'
VERT. 1" = 4'

11 DECEMBER 2018



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E911 Committee Street Name/Renumbering Changes



TOWN OF EXETER

Planning and Building Department

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

www.exeternh.gov

Date: June 25, 2019
To: Russ Dean, Town Manager
From: Dave Sharples, Town Planner
Re: Street name/renumbering recommendations

I'm writing this memorandum after the E911 Committee, over the last several months, has voted to recommend several street name and renumbering changes. As you know, the E911 Committee was created in part to review the street addressing audit completed by the State of New Hampshire Division of Emergency Services and Communication (DESC). The DESC created a map and report that outlined a list of suggested changes to the Town's street names and addresses. The E911 Committee has reviewed the report and is still in the process of making recommendations consistent with the findings of the report. The Committee is recommending the following actions and I will list them below followed by a brief description of why the decision was made. I have enclosed a map of each change that illustrates each recommendation.

Recommendation # 1: Renumber the street addresses of the dwelling units on Park Street (west of the railroad tracks) in accordance with Chapter 14 of the Town Ordinance as depicted on the attached map entitled "Renumber Park Street (West of the RR Tracks)" dated 5/14/19.

Analysis: Park St had a numbering system that went up and then down and this was noted in the DESC audit. For example, one portion goes from 58 then down to 30 then back up to 54 and then 60, which frankly makes little sense. In order to correct the numbering and be in compliance with the ordinance, the Committee decided the best approach was to renumber all of the properties west of the railroad tracks.

Recommendation # 2: Change the street name and address of the multi-family dwelling currently identified as 77 Park Street (Units #1-4) to 21 Epping Road (Units #1-4) and renumber the adjacent dwellings on the lower portion of Epping Road (north side only) in accordance with Chapter 14 of the Town Ordinance as depicted on the attached map entitled "77 Park Street/Epping Road Renumbering" dated 6/4/19.

Analysis: This property is on Epping Road, not Park St and should have an Epping Rd address. In order to accommodate this, 3 other properties needed to be renumbered and they were out of sequence (went from 39 Epping Rd to 1 Epping Rd) and one parcel has a ½ address (41 and 41 ½ Epping Rd) that is nonstandard. This renumbering will also make them compatible with the existing numbers across the street.

Recommendation # 3: Rename Pine Road (Exeter portion) to “Jubal Road” and renumber dwellings in accordance with Chapter 14 of the Town Ordinance.

Analysis: Pine Rd is a duplicate name as there is a Pine St. As the Committee always does, we chose the roadway with the least amount of addresses to minimize impact. This name was suggested by the folks on the road and accepted by the Committee. The Committee did recommend erecting a sign at the intersection of Epping Rd and Jubal Rd indicating Pine Rd in Brentwood as that will not change.

Recommendation #4: Name the existing private driveway (which serves a dwelling and business to the rear) located at 77 Newfields Road “Perennial Place” and renumber dwellings and/or buildings in accordance with Chapter 14 of the Town Ordinance.

Analysis: *This is not a name change but a new name for an existing private driveway that accesses Rye Beach Landscaping (in the rear of the property) which has inquired about obtaining its own address.*

Recommendation #5: Renumber the properties currently located on Dow Street in accordance with Chapter 14 of the Town Ordinance; and rename “Robinhood Extension” as a continuation of Dow Street and renumber accordingly as depicted on the attached map entitled “Renumber Dow Street/Rename Robinhood Ext. to Dow Street” dated 6/20/19.

Analysis: Robinhood Ext is a duplicate name and is off of Robinhood Drive. Robinhood Ext. starts at the intersection with Robinhood Drive but then turns into Dow Street that continues on to Linden Street. Since this is one continuous street, the Committee determined that Robinhood Ext should be renamed to Dow St. The Dow Street numbers are also being changed as they are not in compliance with the ordinance as even should be on the left and odds on the right.

Recommendation #6: Rename River Street Extension and a portion of South Street (that portion running easterly from Court Street to River Street) to “Sycamore Street” and renumber in accordance with Chapter 14 of the Town Ordinance, as depicted on the attached map entitled “Renaming River Street Ext./South Street to Sycamore Street” dated 4/2/19.

Analysis: River Street Ext. was a duplicate name and is off of River Street. South Street starts at Franklin Street and continues to River Street Ext. but then South Street continues around the corner to the right and terminates at Court Street. The easiest way to address this issue was to propose renaming River Street Ext. and the portion of South Street from the intersection with River Street Ext. to Court Street so this becomes one contiguous street and is laid out intuitively as shown on the attached map.

Recommendation #7: Rename Stoneybrook Connector to “Finch Lane” and assign street addresses in accordance with Chapter 14 of the Town Ordinance. There are currently no structures and/or numbered street addresses on the connector road.

Analysis: This is a duplicate street name but since no structures or addresses are currently on it, this change will not impact any property owners at this time.

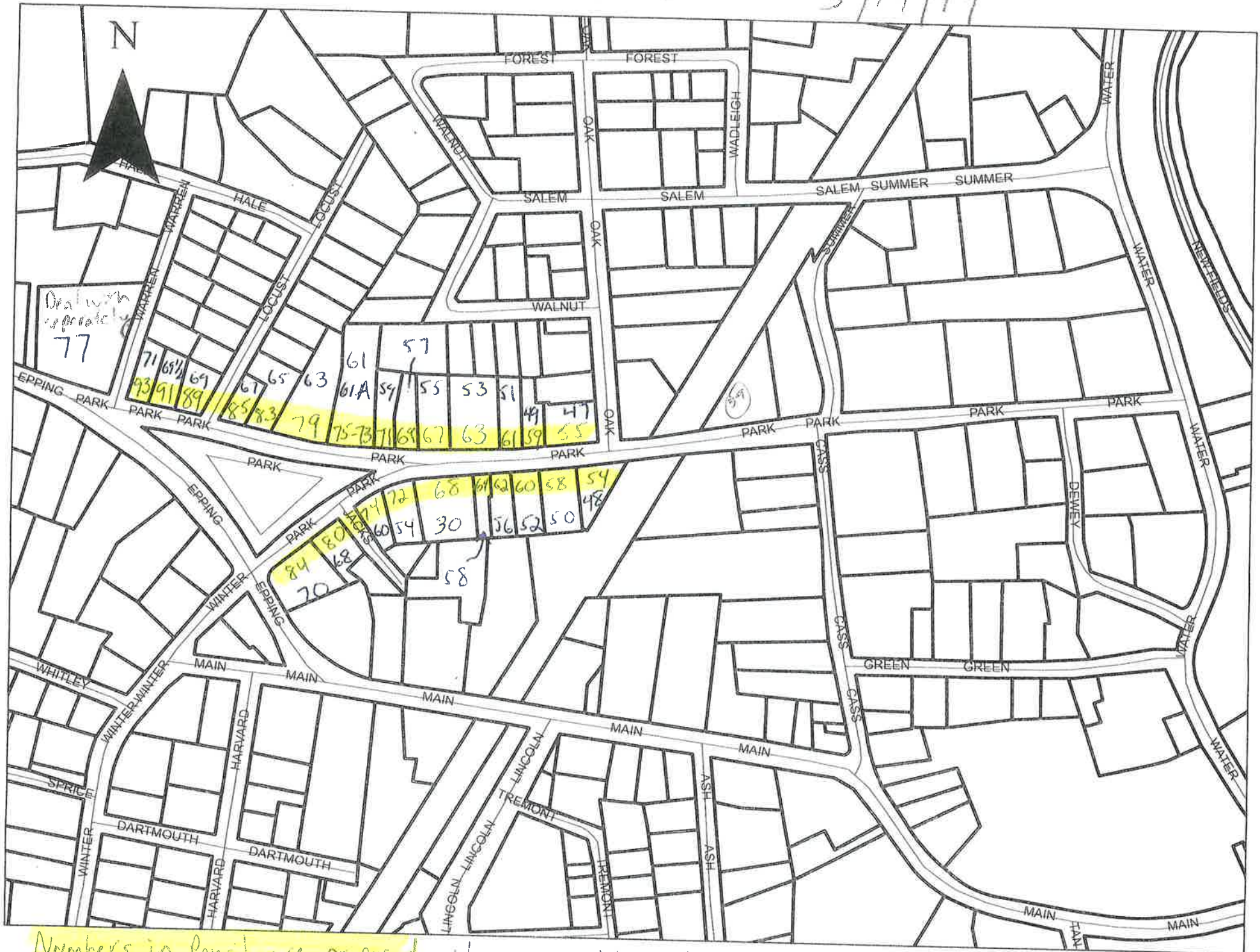
Summary:

The E911 Committee is advisory and only the Select Board can change street names. In accordance with Chapter 14, the Select Board will have to hold a public hearing on the recommendations prior to taking any action. An E911 Committee representative will be present at the hearing to answer any questions.

Please note that the DESC report outlines many more suggestions than discussed here and the Committee will continue to meet and review the other nonstandard addressing concerns and forward recommendations onto the Select Board for their consideration.

Thank you.

enc (7)



Numbers in pencil are proposed Numbers in blue ink are existing.

77 Park St / Epping Rd renumbering 6/4/19





- Parcels w/Orthos
- NH Highways
- Interstate
- US Highway
- State Highway
- Town Boundary
- Abutting Towns



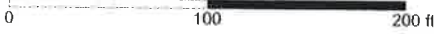
The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.





- Parcels w/Orthos
- NH Highways
- Interstate
- US Highway
- State Highway
- Town Boundary
- Abutting Towns

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Printed on 06/26/2019 at 09:19 AM

Name private access drive to 77 Newfields Rd.
 "Perennial Place" 5/14/19

Robinhood 2x1

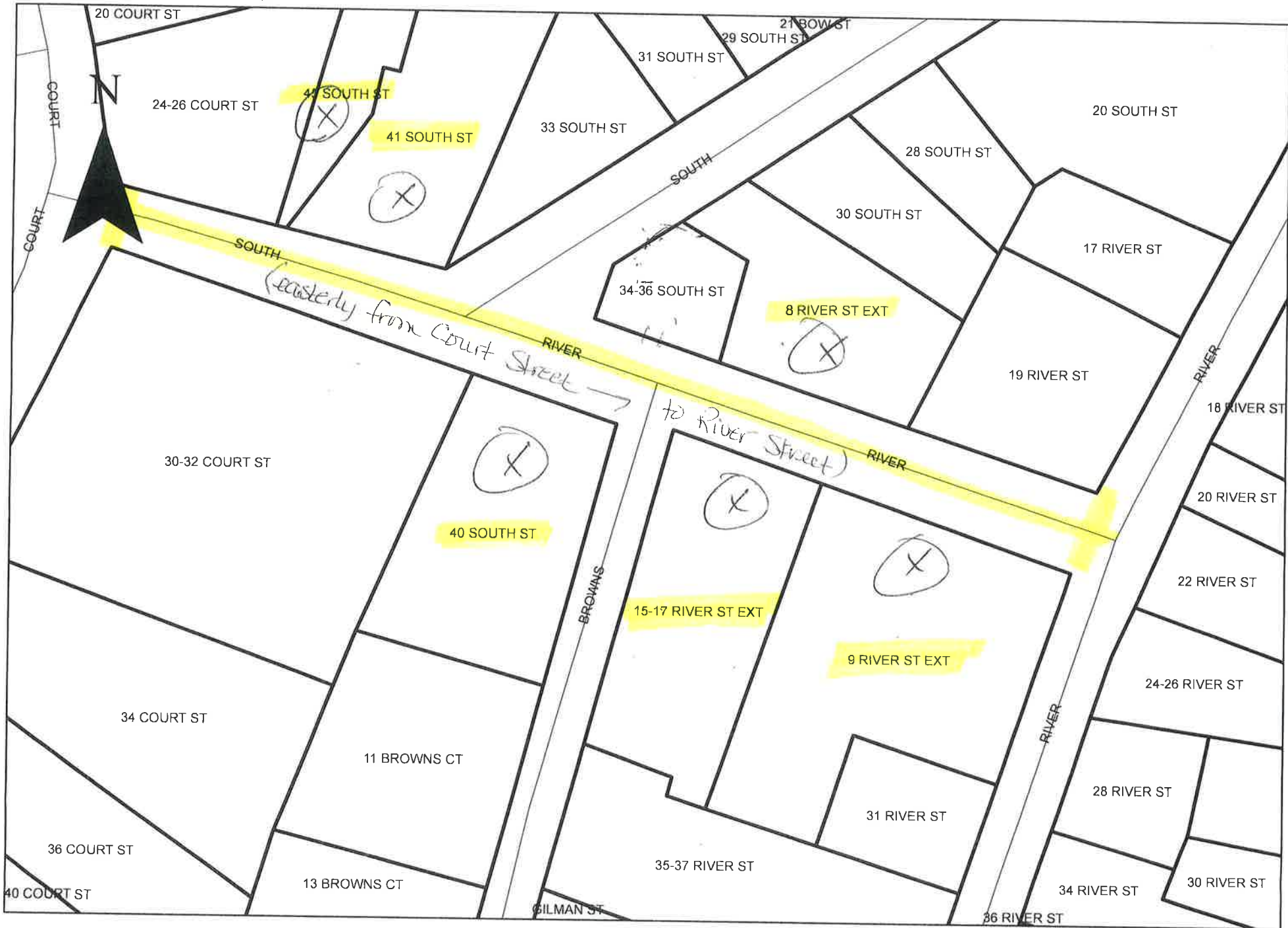
Dow St.



Renumber Dow Street / Rename Robinhood Ext. to Dow Street

6/20/19

Renaming River St Ext / South St to Sycamore Street 4/2/19





- Parcels w/Orthos
- NH Highways
- Interstate
- US Highway
- State Highway
- Town Boundary
- Abutting Towns



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Proposed 1750' x 150' Connector
 Rename Stoneybrook Connector to Finch Lane 6/4/19

Lincoln Street Parking/Updates Follow Up



TOWN OF EXETER

Planning and Building Department

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

www.exeternh.gov

Date: June 25, 2019
To: Russ Dean, Town Manager
From: Dave Sharples, Town Planner
Re: Lincoln St train station parking lot

I am writing this memorandum in response to your request to conduct an analysis on the Lincoln St train station parking lot. Specifically, the Select Board requested that you explore parking management options at the lot. Below I describe the facts regarding the train station lot. I also include a description of available parking beyond the train station lot in the Lincoln St commercial area. I conclude the memorandum by providing a brief analysis on instituting paid parking in this lot as raised by the Select Board.

Lincoln Street Train Station Lot

- The Lincoln St train station lot is adjacent to the platform that services the Amtrak Downeaster. The Downeaster currently runs 10 trains a day (5 Northbound and 5 Southbound) out of the Exeter Station that will increase to 12 trains a day (6 Northbound and 6 Southbound) at some point this year.
- The Lincoln St train station lot is comprised of 77 parking stalls that includes four ADA accessible spaces. I have included an aerial photograph identifying the lot.
- It is a linear shaped lot with one access in and out on Lincoln St.
- The lot has a single drive aisle with 90 degree parking stalls on each side.
- There is no turnaround at the end of the parking lot and vehicles need to perform a multiple point turn or back out if there are no empty parking stalls available to utilize as a turnaround.
- Based on several field visits conducted since the fall of 2018, the lot is routinely at or very close to a 100% utilization rate Monday to Friday anytime between 8am and 4pm.

Surrounding Area beyond the Train Station Lot

- Lincoln St and Daniel St are currently under construction. Upon completion, some changes will occur to the prior parking configuration so my details will be on what will be constructed and not existing conditions.
- A total of 175 parking stalls are available on Lincoln St and Daniel St.
- Of the total 175 parking stalls, 28 parking stalls are restricted to a two-hour limit by ordinance on Lincoln St, 143 parking stalls allow all day parking on Lincoln St and Daniel St and 4 are ADA parking stalls all on Lincoln St. These stalls are identified on the enclosed plan sheets and on the aerial photograph of the lot and surrounding area.

Analysis

At least during the week, there is little question that there is inadequate parking available at the Lincoln St train station lot. It is routinely at or near 100% capacity every day of the week. It also appears that some train riders will park on Lincoln St in the all-day parking stalls.

The Select Board raised the possibility to charge for parking in the train lot as many stations do along the Downeaster corridor. Of the twelve stops from Boston to Brunswick, eight of them charge for parking and three (Freeport, Saco and Wells) do not. Having reviewed all the different options regarding how to charge for parking, if this option was pursued the most practical solution would be to install a multi-space meter(s). This option will cost between \$8,000 – \$10,000 per meter that would include the meter and installation. I am meeting with a vendor this week and who will walk the site and make a recommendation of the number of meters we may need for the lot and will update you and the Select Board at the meeting.

If paid parking in only the train station lot is proposed then this could result in a change of behavior of some commuters. For example, some folks may choose not to pay and park in the all-day parking stalls along Lincoln St. This could reduce the utilization rate of the train station lot resulting in some availability of parking stalls during the day that is rarely found now. This could be a benefit depending upon how you view it. Having some spaces available for folks seeking to park for the commercial area on Lincoln St could be a benefit to the area.

If commuters do change their behavior, I believe there is adequate parking along Lincoln St to accommodate those folks who want to park away from the station and walk. For example, there will be 75 all-day parking stalls available on Lincoln St from the south of the Handkerchief factory driveway to Front St. It has been my observation that this part of Lincoln St is being used infrequently for parking during the week. However, I would assume that the all-day spots closer to the lot would be utilized first. There are only twenty-eight parking stalls with a two-hour parking limit and these are located just north of the train lot access and are only on the west side of Lincoln St. I would suspect that the parking stalls on the east side of Lincoln St between Main St and the train lot access and the stalls on Daniel St would be used first by train riders. The Board may want to consider restricting all-day parking in these areas to allow for availability of stalls for the commercial area.

Other factors would need to be discussed if paid parking is pursued. Enforcement, pricing/permitting, type of kiosk and its options (pay and display, pay by space, accept credit cards, etc.). I have been in contact with several parking meter/kiosk vendors and have enclosed some information provided to me that highlights the considerations when instituting paid parking. One vendor has offered to come in and meet with the Select Board and answer any question they may have if they are considering moving ahead with paid parking.

Thank You.

Enclosures (3)

Lincoln St Train Station Lot



Lincoln St Train Station Lot and Surrounding Area



24 - 2hr Parking stalls

Potential Public Parking Stalls at Lincoln St School Lot

75 Onstreet Parking Stalls from here to Front St



Pay and Display Operation: The patron will park his / her car in an available space and will proceed to a nearby location where a Pay and Display Meter is located. The Meter will have a rate structure clearly posted on the face of the machine. The patron will satisfy the rate for the amount of time he or she plans to park (as in a standard single space meter) and receive a receipt with the location header, time & date of expiration and a footer message. The patron must then return to their vehicle and place the receipt on the dashboard in clear view. The patron is then free to conduct their business.

Enforcement: Enforcement personnel will conduct a survey of the controlled area at intervals and look for the pay and display receipt which should be located on the vehicle dashboard. The enforcement officer will note the location header, time & date of expiration on the receipt.

Any vehicle in violation can be written up or ticketed as management prefers.

Pay & Display Considerations:

The numbers of spaces in the parking lot. One meter will handle on average ten (10) parking spaces in pay & display configuration.

The location of the meter(s). Patrons need to walk back to their vehicle to place the receipt on their dashboard. The shorter the distance the patrons need to walk back to their vehicle, the more enjoyable the parking experience.

Signs showing the location of the meter are critical. Clearly posted and visible signs ("Pay Here") need to be installed.

The larger the parking lot the greater the number of pay and display meters required (ex 120 spaces may require 12 multi space meters).

Pay by Space Operation:

Each space should be properly numbered with a sign that can be easily seen in any weather condition. The patron will park their car in an available space and will be directed by signs through the parking lot or facility to note their space number and proceed to a location where a Pay by-Space meter is located. The patron will enter the space number that their vehicle occupies via a keypad on the face of the pay station. The pay station will have a rate structure clearly posted on the face of the machine. The patron will satisfy the rate for the amount of time they plan to park (as in a standard single space meter) and receive a receipt with the location header, space number, time & date of expiration, and a footer message. The patron is then free to conduct their business.

Enforcement:

Using a hand-held device (web enabled), Parking Enforcement Officers enter the parking area they wish to enforce and send a wireless transmission to the central server calling for the most current paid/unpaid status for the area. On the handheld device, enforcement can review the spaces status in several ways. All at once, only the paid spaces, or only the unpaid spaces. Space status is reflected via color coded marks as well.

Any vehicle in violation can be dealt with as management prefers (i.e. ticketed, warned, booted, etc.).

Pay by Space Considerations:

The numbers of spaces in the parking lot. One meter can handle hundreds of parking spaces in pay by space configuration.

Patrons need to remember their parking space number to pay for parking.

Signs stating "Please Note Space Number and Proceed to Parking Kiosk" are required.

The location of the meter(s). Patrons need to walk from their vehicle to the closest meter. They do not need to return to their vehicle. If one meter is out of service, the patron may be able to use another meter to pay for parking.

The location of the meter (s) should be placed near the area where the parkers will be walking towards (example train station platform, popular restaurant, theater etc.). This makes it easier for a patron to pay for parking. They are heading to a specific area and the meter is in close proximity on the way

Signs showing the location of the meter are critical. Clearly posted and visible signs ("Pay Here") need to be installed.

Will a large group of parkers need to access the meters in a timely manner (influx of commuters catching a train at the same time in the AM)? This will determine the number of meters required.

Pay by Space Considerations (continued)

Each space must be clearly identified / numbered. The space number can be painted on the asphalt or on a sign post in front of the space.

Snow could cover the space number if it is painted on the asphalt. Not a problem if the lot is only in operation during non-snow months (seasonal parking). If the lot is open year-round, space numbered signs mounted on post will be required.

The additional cost of signs with posts need to be accounted for when budgeting for the pay by space meter project.

Signs will allow pay by space meters to be used on gravel lots (no asphalt required).

Pay by Plate Operation: The patron will park their car in an available space and will be directed by signs located on street or in the surface lot to note their license plate number and proceed to a location where a Pay by-License Plate meter is located. The patron will enter the license plate number of their vehicle via a keypad on the face of the pay station. The pay station will have a rate structure clearly posted on the face of the machine. The patron will satisfy the rate for the amount of time they plan to park (as in a standard single space meter) and receive a receipt with the location header, time & date of expiration, and a footer message. The patron is then free to conduct their business.

Enforcement: (handheld)

Using a hand-held device (web enabled by others), Parking Enforcement Officers enter the parking area they wish to enforce and send a wireless transmission to the central server calling for the most current paid/unpaid status for the area. The enforcement officer can view an entire list of paid plates or start typing in a plate and it will automatically search for those letters.

On the handheld device, enforcement can review the spaces status in several ways. All at once, only the paid spaces, or only the unpaid spaces. Space status is reflected via color coded marks as well. Any vehicle in violation can be dealt with as management prefers (i.e. ticketed, warned, booted, etc.).

OR

Automatic License Plate Recognition (Mobile) is a technology that uses optical character recognition (OCR) on images to read vehicle license plates. Enforcement vehicles are equipped with cameras that take photos of the license plate. The license plate recognition software is linked to the multi-space meter software allowing the license plate recognition software to determine if a vehicle is in violation. Requires a vehicle outfitted with ALPR cameras and software. Enforcement can be very quick and cover many areas.

Pay by Plate Operation(continued)

Pay by Plate Considerations:

The numbers of spaces in the parking lot. One meter can handle hundreds of parking spaces in pay by plate operation.

Patrons need to remember their license plate number to pay for parking.

Signs stating “Please Note License Plate Number and Proceed to Parking Kiosk” are required.

No need to number parking spaces.

The location of the meter(s). Patrons need to walk from their vehicle to the closest meter. They do not need to return to their vehicle. If one meter is out of service, the patron may be able to use another meter to pay for parking.

Automatic License Plate Recognition (ALPR) equipment can be expensive.

Snow can limit the effectiveness of Automatic License Plate Recognition.


Some vanity license plates may be difficult to read.

If the municipality allows, vehicles that have time still left can move from one area and park in another.

Will a large group of parkers need to access the meters in a timely manner (influx of commuters catching a train at the same time in the AM)? This will determine the number of meters required.

Hampton Sewer Agreement

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager 
RE: Hampton Sewer Agreement
DATE: July 1st, 2019

The Select Board approved a new intermunicipal agreement regarding sewer service to certain residences in the Town of Hampton on May 21st, 2018. This agreement updated a series of prior agreements that dated back as far as 1970 that serviced properties just over the Exeter line into Hampton, in the Hampton Road area.

The May 2018 approved agreement was then submitted to the NHDOJ and NHDES for acceptance. Both agencies requested the agreement be rewritten in the manner that is included in this week's packet. We are asking the Select Board approve the revised agreement so it may be accepted by the NHDOJ as well as NHDES, along with the Town of Hampton (who has already reviewed and agreed to the terms and conditions).

AGREEMENT BETWEEN THE TOWN OF HAMPTON AND THE TOWN OF EXETER,
NEW HAMPSHIRE. RE-TREATMENT AND DISPOSAL OF WASTEWATER

This Agreement is made and entered into, pursuant to New Hampshire Revised Statutes Annotated, Chapter 53-A by and between the Town of Hampton, 100 Winnacunnet Road, Hampton, New Hampshire (“Hampton”) and the Town of Exeter, 10 Front Street, Exeter, New Hampshire (“Exeter”), who agree to the commitments, terms and conditions contain in the Intergovernmental Agreement (the “Agreement”).

WHEREAS, the Town of Hampton voted at its Annual Town Meeting held on March 11, 1969 under Article 20 of the Warrant for that Meeting to install a sanitary sewer system in the Warner Lane and Robert’s Road area in said Hampton and authorized the reimbursement of Exeter for the disposal of the sewage collected from that system; and

WHEREAS, the Town of Exeter is willing for said sanitary sewer system to be connected to its sanitary sewer system and to receive, treat and dispose of the sewage therefrom; and

WHEREAS, Hampton and Exeter entered into an Agreement dated October 28, 1985, for such connection, conveyance, treatment and disposal that now needs to be updated; and

NOW THEREFORE, in consideration of the mutual promises hereinafter set forth, Hampton and Exeter agrees as follows:

1. Purpose and Intent

- a. The purpose and intent of this Agreement is to permit the wastewater system operated by the Town of Exeter to receive wastewater from a portion of the Town of Hampton, New Hampshire in order to:
 - i. Effect economics and efficiencies in the treatment of wastewaters from the communities involved; and
 - ii. Protect and maintain the quality of the ground water of both communities; and
 - iii. Provide for the lawful disposal and treatment of wastewaters to protect the environment of both communities.
- b. It is the intent of the Towns of Hampton and Exeter that the sewer lines and appurtenant works constructed under a prior Agreement from October 28, 1985, be maintained and the wastewater collected from the system shall be treated in accordance with Federal and State laws.

2. Consideration

The consideration for this Agreement is the mutual advantage referred to in Paragraph 1 hereafter, the payment to be made by the Town of Hampton to the Town of Exeter is hereafter provided for the proper disposal and treatment of wastewater generated within

the Town of Hampton for residences located on Exeter Road, Robert's Drive, Rosa Road, Warner Lane, Donna's Lane in the Town of Hampton.

3. Definitions

As used in this Agreement:

- a. "Hampton" means the Town of Hampton, New Hampshire.
- b. "Exeter" means the Town of Exeter, New Hampshire
- c. "Wastewater" means the water-carried wastes from residences, commercial buildings and institutions in that area of Hampton identified herein, together with incidental infiltration as may be collected and transported in said sewer lines.
- d. "Administrators" shall be the Hampton and Exeter Town Managers or Acting Managers, and in the event Hampton or Exeter discontinues the Town Manager form of government, the Administrator for Hampton shall be the Director of Public Works and the Administrator for Exeter shall be the Director of Public Works.
- e. "WWTF" means wastewater treatment plant.
- f. "O&M" means Operation and Maintenance.
- g. "Effective Date" means the date this Agreement is approved by all parties thereto including the State of New Hampshire Department of Environmental Services and the New Hampshire Attorney General.

4. Areas of Hampton and Exeter Involved and Ownership of Assets

- a. The areas of Hampton involved in this Agreement are as follows: Warner Lane, Robert's Drive, Donna Lane, Rosa Drive and Exeter Road areas in the Town of Hampton. See map attached hereto. The Town of Hampton has, at its own expense, and with Exeter's approval constructed and maintains one or more sewer lines to collect wastewater and convey it to one or more appropriate sewer lines in Exeter at the existing termination points of manholes at the Exeter-Hampton Town Line.
- b. The number of single family Hampton dwelling units to be connected to Exeter shall be thirty (30) residences and one (1) pre-existing commercial unit in accordance with the attached list of properties served.

Upon the approval of this Agreement, Hampton shall continue to own and maintain all of its assets within the Town of Hampton to the delivery points at the Hampton-Exeter Town Line, as currently configured, for the discharge of wastewater to said discharge point for delivery to the Town of Exeter and its wastewater system.

- c. Hampton shall not acquire any title, property interest or equity interest in any facilities or works in Exeter, nor shall it have any responsibilities or authority with respect to any such facilities or works other than the right of entry for inspection and maintenance at the point of interconnection between the systems owned by Hampton and by Exeter. Nor shall Hampton have any responsibility for any debts of Exeter, except in accordance with its obligation to make proper and timely payments for services to be

- billed the same as other Exeter customers of its sewer facility and to perform in good faith pursuant to this Agreement.
- d. Upon termination of the Agreement those wastewater facilities within the boundaries of the Town of Hampton up to the point of discharge into the Exeter sewer system shall remain the property of Hampton, all other wastewater facilities are located within the Town of Exeter and are the property of the Town of Exeter.

5. Operative Provisions

- a. The Town of Hampton shall continue to have its full wastewater discharge under this Agreement be received by the Town of Exeter. By operation of this Agreement and in accordance with the terms, Hampton shall have the right to the reception, treatment and disposal of its wastewater by Exeter to the point of connection between the systems. Exeter shall be responsible for the degree and character of wastewater treatment and for disposal of all effluent to the best of Exeter's ability in accordance with applicable law; and
- b. Exeter shall permit sewage from the Warner Lane, Robert's Drive, Donna Lane, Rosa Drive, and Exeter Road areas in the Town of Hampton to be discharged into the Exeter sanitary sewer system and Exeter shall from there convey, treat and dispose of the sewage therefrom at the Exeter wastewater treatment plant; and
- c. No multi-family Hampton dwelling units may be connected unless the written approval of the Exeter Board of Selectmen is first obtained; and
- d. Tie-ins to the Hampton Sanitary Sewer System located on Warner Lane, Robert's Drive, Donna Lane, Rosa Drive, and Exeter Road shall be done in accordance with the Hampton and Exeter Sewer Rules, Regulations and Ordinances and the Laws and Regulations of the State of New Hampshire and the United States of America with whichever is more stringent; and
- e. Inspection of tie-ins shall be the responsibility of Hampton who will notify and be required to have Exeter inspect all tie-ins with Hampton; and
- f. No commercial or industrial use shall be allowed to connect to said Hampton and Exeter approved sewer system except for those that are already connected at the time of the Intergovernmental Agreement; and
- g. The discharge of septage or holding tank waste into the Hampton sewer system that discharges into the Exeter sewer system is strictly prohibited; and
- h. Should any of the properties listed as part of this Agreement add a bedroom or accessory dwelling use, or other material item that may impact the sewer rate charged to the dwelling under the current Exeter rates established, the Town of Exeter shall be notified by the Town of Hampton so it may adjust its collection of rates related to this Agreement accordingly; and
- i. Upon completion of connection of any future sewer facilities in Hampton, Hampton will be wholly responsible for the proper operation and maintenance of the sewer system delivering wastewater from Hampton to Exeter. Such new facilities shall be submitted to Exeter for approval, which approval shall not be unreasonably withheld, before any approval for construction by Hampton is approved. Submissions to Exeter and Hampton shall include all plans, specifications, shop drawings and O&M Manuals

- for any and all sewer facilities to be constructed for the purpose of delivering wastewater to the Town of Exeter; and
- j. The Town of Hampton through its local ordinances shall facilitate the entry of representatives of Exeter for the purposes of inspecting sewers and appurtenance facilities owned by the Town of Hampton, as well as any discharges into the sewers and appurtenant facilities owned by the Town of Hampton. Exeter representatives may exercise the rights set forth herein for the purpose of ascertaining the state of compliance with Exeter's sewer use ordinance and any discharge permits that have been issued by Hampton; and
 - k. The facilities identified as property and assets of the Town of Hampton and the facilities identified as property and assets of the Town of Exeter are to be repaired, replaced and maintained by each respective owner at their individual expense.

6. Rates and Payments to Exeter by Hampton

- a. Hampton shall pay to Exeter for the services provided in this Agreement for the thirty (30) single family dwelling units and the one (1) commercial unit connected to the Exeter sanitary sewer system, a sum each year based upon the Exeter rate system but not less than \$23,646.80, and this sum will be modified upon changes of use with respect to the number of residences and types of residences under this Agreement. In addition, the sum will change or adjust as new rates and fees are updated, adopted and implemented by the Exeter Board of Selectmen for its ratepayers. Documentation will be sent to the Town of Hampton notifying Hampton of changes to rates and fees.
- b. In the event that Exeter authorizes additional single family dwelling unit tie-ins to the Exeter sewer system in then Warner Lane, Robert's Drive, Donna Lane, Rosa Drive, and Exeter Road area the annual sewer system change is sub-section (9) above shall be increased by Exeter's flat fee calculations for sewer for each unity authorized as rates and fees are updated, adopted and implemented by the Exeter Board of Selectmen for ratepayers in accordance with RSA 41:9-a. Currently (November 2017) the flat rate sewer fees per quarter are \$95.70 for a 1 bedroom unit; \$151.44 for a 2 bedroom unit; \$209.10 for a 3 bedroom unit; \$265.80 for a 4 bedroom unit; \$323.50 for a 5 bedroom unit \$379.20 for a 6 bedroom unit. These fess include the current sewer quarterly service fee of \$39.00 per quarter.
- c. The Town of Exeter will provide billing for sewer services provided to the Town of Hampton under this Agreement that shall be in conformance with the sewer rates and charges approved by the Exeter Board of Selectmen in accordance with RSA 41:9-a. Hampton shall pay the charges rendered in accordance with this Agreement.
- d. Hampton shall be responsible to review and pay charges rendered by the Town of Exeter. If charges are disputed for any reason Hampton shall promptly notify Exeter of the dispute and Exeter shall promptly investigate and make any necessary corrections that are required. Should changes in the billing be required for the correction, if any, then a new billing will be issued. If correction is unnecessary then Exeter shall notify Hampton in writing of the

correctness of the prior issued billing and its correctness. No disputed billing shall be termed as late under the billing regulations orates and no late charges shall be assessed until at least 30 days has expired from the date of written resolution.

e. Should circumstances require a change in the rates or fees in this Agreement, the Exeter Board of Selectmen shall meet, determine, and approve the new rates and charges for the services performed under this Agreement before said changes in charges go into effect as to the Town of Hampton.

7. Applicable Ordinances, Rules, Regulations and Permits

a. The Laws, Ordinances, Rules and Regulations of the Towns of Exeter and Hampton, the State of New Hampshire and the United States Government as they now exist or may be changed from time to time shall apply to activities under this Agreement, except as to changes in charges, which are addressed above. In cases where the Laws, Ordinances, Rules and Regulations differ, the more stringent of which shall govern.

b. The rules, regulations and requirements of Exeter prescribing and limiting the content of wastewater discharge, placed or otherwise permitted to flow into the sewers tributary to the treatment facilities of Exeter shall apply within Hampton fort properties under this Agreement. Hampton has adopted such local laws and shall make such contractual arrangements as may be necessary to assure proper observance of the aforementioned rules, regulations and requirements with respect to wastewaters originating within Hampton and delivered to Exeter for treatment and disposal. Hampton shall enforce the aforementioned rules, regulations and requirements within its territory with due diligence.

Hampton's and Exeter's rules and regulations and requirements relating to the content of wastewater discharge, placed or otherwise permitted to flow into their sewers shall be nondiscriminatory and shall be applied and administered equally.

c. Permits for residential, commercial and institutional discharges into the sewers of Hampton shall be issued and administered by Hampton in accordance with applicable laws and subject to the provisions of this Agreement. Prior to the issuance of any permit, Hampton shall provide a draft thereof to Exeter and shall have the appropriate consultation with Exeter to assure that the permit and any other arrangements in connection therewith are consistent with the sewer ordinances of Exeter and its rules and regulations. Exeter shall have the right to disallow the permit. It shall be the further responsibility of Hampton to obtain such reviews and approvals and to furnish such information with respect to its permits as may be required by law. The Hampton permit system shall be substantially consistent with that of Exeter.

8. Access to Books and Records

a. The duly designated representatives of Hampton shall have access to all books and records of Exeter, which relate to sewerage systems, used by Hampton at all reasonable times and shall be entitled to receive or make copies of any information contained therein.

b. The duly designated representatives of Exeter shall have access to all books and records of Hampton, which relate to sewerage systems, discharged by Hampton to Exeter at all reasonable times and shall be entitled to receive and make copies of any information contained therein.

9. Insurance

- a. Hampton will secure and maintain the appropriate insurance to cover its liability under this Agreement.
- b. Exeter will secure and maintain the appropriate insurance to cover its liability under this Agreement.

10. Disputes

If for any reason the parties hereto are in dispute over any part of this Agreement for more than thirty (30) days, Hampton and Exeter agree to engage in non-binding mediation with an independent mediator acceptable to both Hampton and Exeter, failing which, the dispute(s) shall be submitted to a third party arbitrator acceptable to both Hampton and Exeter for the purpose of resolving the dispute(s), which may be appealed to the Superior Court pursuant to the applicable provisions of N.H. RSA ch. 542.

11. Administration

This Agreement shall be administered by the Boards of Selectmen of the Towns of Exeter and Hampton in accordance with the above terms.

12. Term, Continuation, and Revocation of Agreement

This Agreement is permanent, shall continue in full force and effect from year to year until revoked in the following manner: Either Exeter or Hampton may revoke this Agreement by action of its Board of Selectmen, if, in the opinion of the Exeter Board of Selectmen or the Hampton Board of Selectmen continued participation shall become unduly burdensome to Exeter or Hampton. If this Agreement is revoked by Exeter, written notice thereof must be given to Hampton providing a reasonable time in which to make other arrangements for the proper disposal of sanitary sewage from the structures serviced by this Agreement. Discontinuance of this Agreement shall be subject to review and approval of the New Hampshire Department of Environmental Services or its successor agency as to the other requirements for the proper disposal of the sanitary sewage collected and treated hereunder.

IN WITNESS WHEREOF, the parties hereunto have set their hands and seals by the respective Selectmen of the Towns of Exeter and Hampton.

Town of Hampton-					
<u>Address</u>	<u># Bedrooms</u>	<u>Quarterly Fee 2017</u>	<u>Yearly Fee 2017</u>	<u>Quarterly Fee 2018</u>	<u>Yearly Fee 2018</u>
750 Exeter Road	office-2	\$152.44	\$609.76	\$197.68	\$790.72
7 Robert's Drive	2	\$152.44	\$609.76	\$197.68	\$790.72
6 Rosa Road	2	\$152.44	\$609.76	\$197.68	\$790.72
7 Warner Lane	2	\$152.44	\$609.76	\$197.68	\$790.72
10 Warner Lane	2	\$152.44	\$609.76	\$197.68	\$790.72
1 Donna's Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
2 Donna's Lane	3	N/A	N/A	\$276.52	\$1,106.08
3 Donna's Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
740 Exeter Road	3	N/A	N/A	\$276.52	\$1,106.08
744 Exeter Road	3	\$209.10	\$836.40	\$276.52	\$1,106.08
2 Robert's Drive	3	\$209.10	\$836.40	\$276.52	\$1,106.08
4 Robert's Drive	3	\$209.10	\$836.40	\$276.52	\$1,106.08
5 Robert's Drive	3	\$209.10	\$836.40	\$276.52	\$1,106.08
8 Robert's Drive	3	\$209.10	\$836.40	\$276.52	\$1,106.08
12 Robert's Drive	3	\$209.10	\$836.40	\$276.52	\$1,106.08
13 Robert's Drive	3	\$209.10	\$836.40	\$276.52	\$1,106.08
15 Robert's Drive	3	\$209.10	\$836.40	\$276.52	\$1,106.08
4 Rosa Road	3	\$209.10	\$836.40	\$276.52	\$1,106.08
3 Warner Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
4 Warner Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
5 Warner Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
8 Warner Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
9 Warner Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
11 Warner Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
12 Warner Lane	3	\$209.10	\$836.40	\$276.52	\$1,106.08
6 Robert's Drive	4	\$209.10	\$836.40	\$355.36	\$1,421.44
9 Robert's Drive	4	\$265.80	\$1,063.20	\$355.36	\$1,421.44
10 Robert's Drive	4	\$265.80	\$1,063.20	\$355.36	\$1,421.44
11 Robert's Drive	5	\$322.50	\$1,290.00	\$434.20	\$1,736.80
6 Warner Lane	5	\$322.50	\$1,290.00	\$434.20	\$1,736.80
	85	\$5,911.70	\$23,646.80	\$8,453.28	\$33,813.12
752 Exeter Road	3	\$209.10	\$836.40	This has been converted to a water/sewer account, the same as Exeter residents. They tapped into our water system 11/17/10	

5/21/18
agreement

INTERMUNICIPAL AGREEMENT FOR THE DISPOSAL OF SEWAGE FROM THE ROBERTS DRIVE AND THE WARNER LANE AREAS OF THE TOWN OF HAMPTON BETWEEN THE TOWN OF HAMPTON AND THE TOWN OF EXETER.

This Agreement is made and entered into, pursuant to New Hampshire Revised Statutes Annotated, Chapter 53-A by and between the Town of Hampton, 100 Winnacunnet Road, Hampton, New Hampshire ("Hampton") and the Town of Exeter, 10 Front Street, Exeter, New Hampshire ("Exeter"), who agree to the commitments, terms and conditions contained in this Intermunicipal Agreement (the "Agreement").

WHEREAS, the Town of Hampton voted at its Annual Town Meeting held on March 11, 1969 under Article 20 in the Warrant for that Meeting to install a sanitary sewer system in the Warner Lane and Roberts Drive area in said Hampton and authorized the reimbursement of Exeter for disposal for the sewage collected from that system; and

WHEREAS, the Town of Exeter is willing for said sanitary sewer system to be connected to its sanitary sewer system and to convey, treat, and dispose of the sewage there from; and

WHEREAS, Hampton and Exeter entered into an Agreement dated October 28, 1985 for such connection, conveyance, treatment and disposal that now needs to be updated; and

NOW THEREFORE, in consideration of the mutual promises hereinafter set forth, Hampton and Exeter agree as follows:

1. That Exeter shall permit the sewage from the Warner Lane, Roberts Drive, Donna Lane, Rosa Drive, and Exeter Road areas to be discharged into the Exeter sanitary sewer system and shall convey, treat, and dispose of the sewage therefrom at the Exeter sanitary sewer treatment plant; and
2. The number of single family Hampton dwelling units to be connected shall be the thirty (30) residences and the one (1) pre-existing commercial unit in accordance with the attached list of Properties Served; and
3. No multi-family Hampton dwelling units may be connected unless the written approval of the Exeter Board of Selectmen is first obtained; and
4. Tie-ins to the Hampton sanitary sewer system located in the Warner Lane, Roberts Drive, Donna Lane, Rosa Drive, and Exeter Road area shall be done in accordance with the Hampton and Exeter Sewer Rules and Regulations in accordance with whichever is more stringent; and
5. Inspection of tie-ins shall be the responsibility of Hampton who will notify and be required to have Exeter inspect all tie-ins with Hampton; and
6. Hampton shall pay to Exeter for the services provided in this Agreement for the thirty (30) single family dwelling units and one (1) commercial unit connected to the Exeter sanitary sewer system; a sum each year based on the Exeter rate system but not less than \$23,646.80, and this sum will be modified upon changes of use with respect to the number of residences and types of residences under the agreement. Also, the sum will change or adjust as new rates and fees are updated, adopted and implemented by the Exeter Board of Selectmen for rate payers.

Documentation will be sent to the Town of Hampton notifying Hampton of changes to rates and fees.

7. In the event that Exeter authorizes additional single family dwelling unit tie-ins to the Exeter sewer system in the Warner Lane, Roberts Drive, Donna Lane, Rosa Drive, and Exeter Road area the annual sewer system charge in sub-section (6) above shall be increased by Exeter's flat fee calculations for sewer for each unit authorized as rates and fees are updated, adopted and implemented by the Exeter Board of Selectmen for ratepayers. Currently (November, 2017) the flat rate sewer fees per quarter are: **\$95.70** for 1 bedroom unit; **\$152.44** for 2 bedroom unit, **\$209.10** for 3 bedroom unit, **\$265.80** for 4 bedroom unit, **\$322.50** for 5 bedroom unit, **\$379.20** for 6 bedroom unit. These fees include the current sewer quarterly service fees of **\$39.00** per quarter.
8. No commercial or industrial use shall be allowed to connect to said sewer system except for those that were already connected at the time that this Intermunicipal Agreement is approved by Hampton and Exeter.
9. Should any of the properties listed as part of this Agreement add a bedroom or accessory dwelling use, or other material item that may impact the sewer rate charged to that dwelling under the most current Exeter rates established, the Town of Exeter shall be notified by the Town of Hampton so it may adjust its collection of fees related to the Agreement accordingly.

Ordinances, Rules and Regulations Apply

The Ordinances, Rules and Regulations of the Towns of Exeter and Hampton as they now exist or may be changed from time to time shall apply to all activities under this Agreement, except as to Changes in Charges, which are addressed below. In cases where the Ordinances, Rules and Regulations differ, the more stringent of which shall govern.

Changes in Charges

Should circumstances require a change in the rates or fees in this Agreement the Exeter Board of Selectmen shall meet, determine, and approve the new rates and charges for the services performed under this Agreement before said changes in charges go into effect as to the Town of Hampton.

Annual Review of Agreement

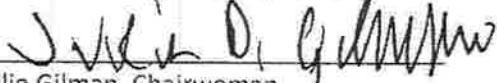
This Agreement shall be reviewed annually and shall continue in full force and effect from year to year until revoked provided, however, that Exeter or Hampton may revoke this Agreement, if, in the opinion of the Exeter Board of Selectmen or the Hampton Board of Selectmen, continued participation shall become unduly burdensome to Exeter or Hampton, but if revoked by Exeter, written notice thereof must be given to Hampton providing a reasonable time in which to make other arrangements for the proper disposal of sanitary sewage from the Warner Lane and Roberts Drive area.


Administration

This Agreement shall be jointly administered by the Boards of Selectmen of Exeter and Hampton in accordance with the above terms.

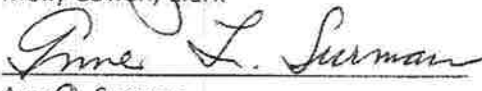
IN WITNESS WHEREOF, the parties hereunto set their hands and seals by the respective Selectmen of the Town of Exeter and the Town of Hampton _____

Town of Exeter Select Board


Julie Gilman, Chairwoman


Kathy Corson, Vice Chair


Molly Cowan, Clerk

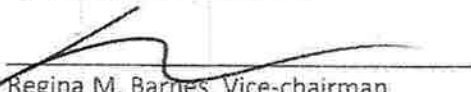

Anne L. Surman

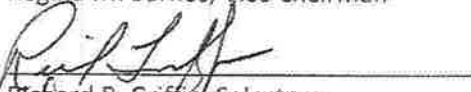

Don Clement


5-21-18

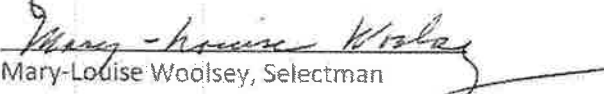
Town of Hampton Board of Selectmen


Russell D. Bridle, Chairman


Regina M. Barnes, Vice-chairman


Richard P. Griffin, Selectmen


James A. Waddell, Selectmen


Mary-Louise Woolsey, Selectman

Appendix A: List of Affected Properties as of April 12, 2018

Tax Abatements, Credits & Exemptions

Permits and Approvals



Russ Dean <rdean@exeternh.gov>

Inquiry for Re-purposing Granite

Rachel Passannante <rpassannante@independencemuseum.org>

Thu, Jun 27, 2019 at 9:24 AM

To: rdean@exeternh.gov, Emma Bray <ebray@independencemuseum.org>, Jay Perkins <jaydpw36@yahoo.com>

Dear Mr. Dean,

My names Rachel Passannante and I work at the American Independence Museum. I have been in contact with Jay Perkins about our foundation repointing and water mitigation project that is currently underway at our property. Part of our scope of work includes regrading the landscape which will mean adding a pathway and steps around the back of our building and adding steps to the entrances of our museum and offices.

To keep our campus uniform, we want to use granite for the pathway and museum/office steps to match those added on Governors Lane two years ago. Jay has mentioned old granite from the sidewalk work that could be used for this purpose. Would it be possible for the museum to have 35 pieces of this granite? We would have our structural engineer come and pick up the granite when it gets closer to the time it is needed, potentially this mid/late summer.

Thank you and please let me know if this would be feasible,

Rachel Passannante

--

Rachel Passannante
Collections and Visitor Services Manager
American Independence Museum
1 Governors Lane
Exeter, NH 03833
(603)772-2622
rpassannante@independencemuseum.org

Correspondence



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



June 11, 2019

Bob McArthur, Business Sector VP
Cobham Exeter Inc.
11 Continental Drive
Exeter, NH 03833

LETTER OF DEFICIENCY
No. ARD 19-023

RE: 11 Continental Drive

Dear Mr. McArthur,

The purpose of this Letter of Deficiency is to notify Cobham Exeter Inc. (Cobham) that the New Hampshire Department of Environmental Services, Air Resources Division, (NHDES) has identified deficiencies, listed below, related to Cobham's operations under State Permit to Operate No. SP-0291 (the Permit). In addition, NHDES has identified specific actions and timeframes to be achieved by Cobham to demonstrate compliance.

Background

On January 28, 2015, NHDES issued the Permit to Cobham authorizing the operation of three spray booths and two emergency generators located at 11 Continental Drive in Exeter, New Hampshire (the Facility). The Permit was amended on June 22, 2015 and expires on January 31, 2020.

On May 28, 2019, NHDES conducted a review of Cobham's files and discovered the following deficiencies. NHDES believes that the unresolved deficiencies can be addressed by Cobham taking the actions listed below each deficiency.

Applicable Requirements and Deficiencies

1. Env-A 907.02; and Condition VIII.C, Table 7, Item 1 of the Permit; require Cobham to submit an annual emissions report for the Facility to NHDES on or before April 15 of the year following the calendar year covered by the report.

Outcome: NHDES discovered that Cobham has not submitted the annual emission report for calendar year 2018 for the Facility.

Requested action:

- **No later than 30 days from the date of this letter**, submit the annual emission report for calendar year 2018. For information on how to calculate emissions, visit the following website:
<http://des.nh.gov/organization/divisions/air/cb/cmdps/eis/index.htm>.

2. Env-A 705; and Condition VIII.C, Table 7, Item 6 of the Permit; require Cobham to submit an annual emission fee for the Facility for emissions from the previous calendar year. Env-A 705.05 requires Cobham to submit the annual emission fee each year by May 15. The annual emission fee includes a baseline emission fee and an emission-based fee.

Outcome: NHDES discovered that Cobham had not submitted its annual emission fee for calendar year 2018 for the Facility until May 20, 2019.

Requested action: **No action necessary at this time.**

Please address all information to the following address:

Sonny Strickland
Inventory Section Supervisor
NHDES Air Resources Division
Enforcement Section
29 Hazen Drive, P.O. Box 95
Concord, NH 03302-0095

In the event that compliance is not achieved within the time period indicated, NHDES may initiate formal action against Cobham, including issuing an order requiring the deficiency to be corrected and/or referring this matter to the NH Department of Justice. NHDES reserves the right to pursue administrative fines for the deficiencies noted above.

Please be advised that the annual emission report and annual emission fee for calendar year 2019 emissions are due by April 15, 2020 and May 15, 2020, respectively.

If you believe that NHDES has cited these deficiencies in error, or have questions regarding these matters, please contact Edward Peduto at (603) 271-1374 or by email at Edward.PedutoJr@des.nh.gov. A current copy of the Air Resources Division Rules can be obtained from the NHDES website at <http://des.nh.gov/organization/commissioner/legal/rules/index.htm>, or by contacting the NHDES Public Information Center at (603) 271-2975.

Sincerely,



James Tilley
Enforcement Section Supervisor
Air Resources Division

JWT/eab

Enclosure: *Determination of Baseline Emission Fee and Dollar Per Ton Rate*

cc: NHDES Legal Unit
Albert Hamwey, Cobham Exeter, Inc.

ec: EPA Region 1
Chair, Town of Exeter, Select Board

AFS #3301590740
(Stationary Source)

Certified Mail #7017 3040 0000 7493 6654



Exeter Public Library - Agenda - Meeting #03

Date: 6/27/2019
Time: 3 pm
Location: Exeter Public Library- Meeting room
Invited: Building Committee; Library Director Hope Godino, Don Briselden, Greg Colling, Julie Gilman, Mary LaFreniere, Paula Sears
SMP Architecture; Jason LaCombe, Anthony Mento, Ryan Cloutier
Northpoint Civil Engineering, Kevin Leonard
Bauen Construction; Greg Smith
Ted Nemetz, Inofab LLC

1. Review / Approve meeting #2 notes
2. Civil Engineer Kevin Leonard
 - a. existing survey
 - b. wetlands
 - c. geotechnical
 - d. Riverwalk
 - e. Future site plan
 - f. ADA entry ramp
3. Structural Engineering: ramp inspection report (attached)
4. Patio canopy: Inofab
 - a. Aluminum framing
 - b. Product sample discussion
5. Update on contract review meeting
6. Other
7. Next meeting



Civil Engineers
Structural Engineers
Traffic Engineers
Land Surveyors
Landscape Architects
Scientists

June 21, 2019

SMP Architecture, Inc.
The Carriage House
30 South Main Street, Building Two
Concord, NH 03301

Attention: Mr. Anthony Mento

Re: Exeter Public Library
ADA Egress Ramp Report

Dear Mr. Mento,

At your request, I visited the project on June 6, 2019 to view existing conditions and review the structural condition of the existing entry / ADA egress ramp.

The existing ramp is an exterior bridge type structure, consisting of a 6" structural concrete slab supported on steel beams spanning between an exterior site retaining wall, intermediate concrete piers and the face of the existing building at the 2nd floor level. According to the existing drawings prepared by Stahl Associates Architects/Consultants and dated 21 July 1986, the (2) intermediate cast in place (CIP) concrete piers are supported on isolated column footings. The bridge has a steel handrail system with posts that are attached to the concrete slab with an embedded steel base plate type sleeve.

The concrete slab ramp appears to be in relatively good condition, however it has cracked or spalled at many of the embedded handrail post anchorage locations. The slab construction joints, located over each of the pier locations has broken or corroded corners at the post anchors, exposing corroded steel slab reinforcing. The slab appears to have been previously repaired at the construction joints. The steel beams that span between supports and the pair of beams over each concrete pier appear to have steel cover plates along the exterior sides and a hot dipped galvanized finish. Some steel corrosion has occurred under the slab construction joint and at the ends under the handrail post anchors. The concrete piers each have several cracks, located near the top of the piers and extending down along the corners.

In our opinion the concrete slab damage and corrosion to the embedded handrail post bases and steel beams is most likely from the use of snow melting products. The snow melts corrode steel and the steel expands as it corrodes, which leads to spalling and cracking of the concrete slab. After reviewing the piers, steel beam base plates, anchor bolts and existing drawings, the

cracking to the concrete piers has most likely occurred from the lack of movement joints for thermal expansion / contraction within the steel framing. The steel beams do not appear to have slotted hole connections to the anchor bolts at the piers which produces stress to the anchor bolts and cracking within the piers. Melted snow or water most likely has entered the cracks within the piers and caused additional cracks when the water froze and expanded.

Based on our review, we feel the concrete slab would need to be removed and replaced for 2 reasons. The handrail attachment assembly needs to be replaced and cannot easily be accomplished without removing portions of the existing slab. Additional areas of the slab would also need to be removed at slab spalling and steel beam corrosion for the inspection, cleaning, sand blasting and repainting of the tops of the steel beams. Therefore, removing and replacing the concrete slab would allow the steel beams to be properly inspected and repaired.

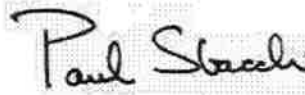
Where removing the slab consists of approximately 30% of the structure, Level 3 alterations, as described within the current building code for existing buildings (IEBC), would require upgrading the entire bridge structure to meet current Building Code loads for gravity and lateral (wind and seismic) loads. Although the steel beams appear to be capable of supporting their required loads, the existing piers most likely will not and thus would need to be replaced or repaired and reinforced. The piers, if not replaced, would require that the cracked tops be removed and rebuilt. All other cracked concrete would need to be removed to sound concrete, inspected, repaired and reinforced with an exterior type of reinforcement. The steel beams could either be replaced entirely to simplify construction or be shored during pier replacement or repair and have their connections to the piers altered to accommodate thermal movements. The cover plates along the existing beams should be removed for inspection of additional corrosion. The beams could either be sand blasted and then painted in place with a zinc-rich type paint or possibly be sent out to be re-hot dipped galvanized, which would provide the best long-term weather protection. The bridge connection to the existing building should also be inspected for corrosion behind the veneer and repaired accordingly. In summary, most of the existing structure will need to be replaced for either repairs or building code upgrades.

Thank you for this opportunity to be of service to you. If there are any questions, please feel free to contact our office.

Sincerely,



Louis P. Cote, III



Paul E. Sbacchi

