



**TOWN OF NEWMARKET, NEW HAMPSHIRE
TOWN COUNCIL AGENDA**

**REGULAR MEETING JUNE 3, 2015 7PM
NEWMARKET TOWN HALL COUNCIL CHAMBERS**

6:15 P.M. NON-PUBLIC RSA 91-A:3 II

- 1) Pledge of Allegiance
- 2) Presentation of the Boston Post Cane: Evelyn Rodier LaBranche
- 3) **Public Forum** ***Public Forum is an opportunity for the public to address the Town Council. All comments should be addressed to the Chair of the Council. No person will be allowed to speak longer than 5 minutes.***
- 4) **Public Hearing: None**
- 5) **Town Council to Consider Acceptance of Minutes**
 - a) Minutes of May 20, 2015
 - b) Non-Public Minutes of May 20, 2015
- 6) **Report of the Town Administrator**
- 7) **Committee Reports**
- 8) **Old Business**
 - a) Ordinances and Resolutions in the 2nd Reading
 - i. Resolution #2014/2015-54 Auditorium Equipment – Channel 13
 - ii. Resolution #2014/2015-56 Purchase Motorola APX 6500LI VHF 100 Watt Digital Mobile Radio for Police Department
 - iii. Resolution #2014/2015-57 Purchase Ford Police Cruiser for the Police Department to Include Costs Associated with Replacement of Emergency Lighting and Equipment Setup
 - iv. Resolution #2014/2015-58 Purchase APC Symetra Power Module to Replace Similar Unit in the Police /Dispatch Center
 - v. Resolution #2014/2015-59 Purchase of Two Nitronox Field Units for Fire/Rescue Department
 - vi. Resolution #2014/2015-60 Agreement With Wright-Pierce Engineers for Construction Services for WWTP Project
 - vii. Resolution #2014/2015-61 Agreement with Apex Construction to Construct WWTF Upgrade Project

viii. *Resolution #2014/2015-62 Transferring Funds From Downtown TIF Capital Reserve Fund*

ix. *Resolution #2014/2015-63 Fiscal Year 2015 Year-End Budget Transfers*

b) Ordinances and Resolutions in the 3rd Reading *Ordinance*

i. **4th Reading:** *Resolution #2014/2015-49 Town Council Rules for Proceedings*

c) Items Laid on the Table – NONE (*Items will remain on the table unless a member of the Town Council moves to remove the item.*)

9) New Business/Correspondence

a) Town Council to Consider Nominations, Appointments and Elections

i. *Resignation: Cemetery Trustees – Victoria Bram Term Expires March 2016*

b) Ordinance and Resolutions in the 1st Reading

i. *Resolution #2014/2015-64 The Purchase of a Chevrolet Pickup Truck for Public Works*

ii. *Resolution #20014/2015-65 The Purchase of 2015 Mahindra 1538 HST Tractor for Public Works*

c) Correspondence to the Town Council

d) Closing Comments by Town Councilors

10) Adjournment

TOWN OF NEWMARKET, NEW HAMPSHIRE
A PROCLAMATION FOR
Evelyn Rodier LaBranche
The Recipient of the Town of Newmarket's Boston Post Cane 2015

EVELYN RODIER LABRANCHE, was born in Newmarket on November 13, 1913 to Ovias and Amy Rodier. She lived at 13 New Road, Newmarket, NH. As a child she attended St. Mary's School in Newmarket. At the early age of 17 she married Terry LaBranche of Newmarket. Evelyn had two daughters, Eleanor who is a Sister of Holy Cross living in Manchester, N.H. and Lorraine Lapointe who lives at 9 New Road in Newmarket, N.H. She has two grand-daughters, Michele Butler living in Cahoas, NY and Lisa Parsons living in Tilton, NH. She has four great-grand children, two girls, Amy and Andrea Butler and two boys, Jack and Andrew Parsons. She is the very proud great-grandmother of her fifth generation great-grand son, Ryan Jr. Lacasse and great grand-daughter, Emma Lacasse the children of Amy Lacasse of Clifton Park, N.Y.

EVELYN RODIER LABRANCHE worked several years for Galant's Silk Mill as a "silk winder" later she was employed as a sample shoe stitcher for Sam Smith and Royce Shoe Factories in Newmarket. Upon retirement, she worked part-time for Kent & Pelczar Funeral Home.

EVELYN RODIER LABRANCHE had several interests throughout her life-time especially for flower gardening, making crafts of all kinds, cooking and entertaining guests. She was an active member of the local Senior Citizens Club, the Women's Club, St. Mary's Church Community and the Women's Catholic Foresters of America. The later had a Junior Forester's group of girls that Evelyn worked with planning their activities, taught them crafts and sang for nursing home residents.

EVELYN RODIER LABRANCHE enjoyed her circle of friends with whom she enjoyed trip on travel tours as well as day trips. She enjoyed belonging to a "Walking Club" which kept her walking three miles a day into her eighties.

EVELYN RODIER LABRANCHE is a very optimistic person with a great out-look on life. Loves people and needs to know what is going on around her. She believes in the importance of family life. She takes much pride in knowing she is the matriarch of a living five generation family, she takes great pride in her children, and remains connected to the extended family of nieces and nephews. Even though Evelyn is limited in sight and hearing she says; "I use what I have and that's that, I'm not going to cry over it".

In her early nineties, **EVELYN RODIER LABRANCHE** decided to give up driving. With her loss of hearing and eye sight her safety was at risk so she accepted to move to Holy Cross Health Center where the Sisters of Holy Cross welcome their mothers & relatives. She has been in residence there since 2009.

Given at the Town Council Chambers, Newmarket, New Hampshire, this 3rd day of June in the Year of our Lord, Two Thousand Fifteen.

_____ A True Copy: _____
Philip Nazzaro, Town Council Chairman Terri Littlefield, Town Clerk

DRAFT

**TOWN OF NEWMARKET, NEW HAMPSHIRE
TOWN COUNCIL REGULAR MEETING**

May 20, 2015 7:00 PM

PRESENT: Council Chairman Phil Nazzaro, Council Vice Chairman Gary Levy, Councilor Amy Thompson, Councilor Larry Pickering, Councilor Amy Burns

EXCUSED: Councilor Toni Weinstein

ALSO PRESENT: Town Administrator Steve Fournier, Water & Wastewater Director Sean Greig, Town Planner Diane Hardy, Underwood Engineers Phil MacDonald and Ben Dreyer, Building Safety Inspector Mike Hoffman, Interim Finance Director Matt Angell

AGENDA

Chairman Phil Nazzaro welcomed everyone to the May 20, 2015 Newmarket Town Council Meeting and called the meeting to order at 7:02 pm, followed by the Pledge of Allegiance. He announced that Councilor Weinstein was excused.

Motions by the Council:

Vice Chair Levy made a motion to seal the Non-Public minutes of *RSA 91-A:3 II – Personnel*, and the motion was seconded by Councilor Burns. Town Administrator Fournier polled the Council and the motion passed 6-0.

Vice Chair Levy made a motion to enter into a 2-year agreement for employment with Town Administrator Fournier. Chairman Nazzaro explained, for the benefit of the public, that the contract had been in negotiations for the past 6-8 weeks and would become a public document. Town Administrator Fournier polled the Council and the motion to approve the 2-Year Contract Agreement passed the 6-0.

Chairman Nazzaro stated that the next 2 motions would be read by the Town Administrator.

Town Administrator Fournier read the first motion, which was to authorize the Town Administrator to enter into an agreement for an amount not to exceed \$77,000 with Commett Creek LLC for land located on Durrell Drive, Tax Map R5 - Lot 134 as shown on plan D-38611 of the Rockingham Registry of Deeds, to settle the Town's eminent domain proceedings versus Commett Creek LLC for the MacIntosh Well project. Vice Chair Levy made the motion to authorize the Town Administrator to enter into the agreement, and Councilor Burns seconded. Town Administrator Fournier polled the Council and the motion passed 6-0.

Town Administrator Fournier next read a motion to proceed with Deeding for taxes owed of the following properties located at Tax Map U2-92, U3-40, U2-159, and R5-43, and to begin court proceedings against properties located on Tax Map R2-18-19, U3-117-28, U3-117-36, R2-86-23, and U3-117-7C. Vice Chair Levy made a motion to proceed with the Deeding and court proceedings, and the motion was seconded by Councilor Thompson. Vice Chair Levy clarified that the proceedings were all in Small Claims Court. Town Administrator Fournier explained that for any properties liened for back taxes, after the time period owed, the State could either take the property deed or initiate court proceedings. He then polled the Council and the motion to proceed passed the Council by a vote of 6-0.

PUBLIC FORUM

Chairman Nazzaro opened the Public Forum at 7:05 pm and asked if anyone from the public wished to speak to any issues not already listed for Public Hearing.

As no one from the public came forward, Chairman Nazzaro closed the Public Forum at 7:05 pm.

PUBLIC HEARING

Chairman Nazzaro opened the Public Hearing at 7:06 pm. There were two (2) topics on the Public Hearing Agenda:

Public Hearing I - Route 108 Shoulder Widening and Bikeway Project

Town Planner Diane Hardy gave an overview of the project. She said the project had been around for a long time as a result of a grant application filed in 2001 by the New Hampshire Department of Transportation Division 6 for a Congestion Mitigation and Air Quality Improvements (CMAQ) program funded by the Federal Highway Administration. She said the project was originally a collaboration between the towns of Newmarket and Newfields to add shoulders along Route 108 from Bennett Way to the Newfields town line. She said that in 2008 the town of Newfields pulled out, and that in 2010 the State offered to pay a 20% match for the project. Town Planner Hardy explained that a feasibility study had been done first and an effort made to determine the cost of the project. She stated that this was an \$809,000 project, with 80% Federal funds and 20% State funds. She said that the Underwood Engineers Ben Dreyer and Phil MacDonald were present to go over the feasibility/engineering study results and would then open the meeting to public comment.

Engineer Ben Dreyer introduced himself and Engineer Phil MacDonald and explained that this was the first of two (2) presentations that would be made for the *New Hampshire Route 108 Shoulder Widening and Bikeway Project*. He said that he would review the project purpose and give an overview of the project, and emphasized that they were here to get public input and feedback. He stated that the Project Purpose was to create a design for shared roadway usage for bicycles and automobiles and provide a connection with other bike paths in the area. He stated that the area of the project was from Ash Swamp Road to Bennett Way, and said he would look at existing conditions, provide a description of the two alternatives, discuss project constraints, and cover the schedule for the project. He said that existing conditions included very heavy traffic for bicyclists with 17,000 vehicles per day with varied

pavement conditions and narrow pavement widths. He described Alternative 1 as having paved bike lane shoulders on either side of the road, and Alternative 2 as having a shared bike lane construction with an 8-foot path for two-way bicycle traffic, separated from the road by a grass strip. He next addressed the project constraints which included variables with right-of-way, natural features such as embankments, utility poles close to the road, and a railway corridor and drainage to consider. Mr. Dreyer stated that this New Hampshire DOT CMAQ Grant Program had a budget of \$809,000, as mentioned by Town Planner Diane Hardy. As far as the schedule, he said that they would be wrapping up the study phase by June and use the summer of 2015 to finalize the design, with construction to be set up in 2016. He added that exit surveys were being distributed in the hallway for public feedback on either of the alternatives. Maps showing the two (2) alternatives were posted on the wall.

Town Administrator Fournier specified to the public that all questions had to go through the Chairman, as Council rules needed to be followed. Chairman Nazzaro asked people to step up to the microphone and give their names and addresses.

Eric Longbottom of 136 Exeter Road said that he had lived in Newmarket for 40 years and was very much in favor of the project, feeling that safety along Route 108 needed to be addressed. He said that he did have some concerns regarding the slope of his driveway and the slope of drainage from behind his house which may need to be adjusted as a result of the project. He also mentioned costs, specifically that three (3) trees on his property might need to be cut down, but added safety was the most important thing.

Arlon Chaffee Chaffey of 2 Packers Falls Road stated that he was a longtime resident and cycling commuter and was very much in favor of Alternative 1. He asked about the original plan which had been to continue the bike lanes to New Road and then bring them back to Ash Swamp Road. Mr. Breyer replied that the main reason for the change was due to the bridge south of Ash Swamp Road. Mr. Chaffey felt the bridge was wide enough for 4-foot lanes, but that the guardrail presented a problem, adding that this was a pinch point on the bike route. He also asked that Ash Swamp Road to New Road be reincorporated in the project in some fashion.

Drew Kiefaber of 50 Elm Street said that he was a driver, a bicycle rider and a runner/walker. He stated that a shoulder widening project on Route 108 would make it safer for him in all three venues.

Claudia Grout of Creighton Street said she was a longtime resident and was very much in favor of the widening, adding that improving the safety of Route 108 would be a great addition to the Town of Newmarket. She thanked the engineers for their work on the project.

Eric Nichols, a resident of Newfields, came forward. Chairman Nazzaro asked if any Councilors had issues with someone outside the community speaking, and they did not. Mr. Nichols said that he and his wife both used the road as drivers and cyclists, and he wished to express his support for Alternative 1. He pointed out that with Alternative 2, northbound cyclists would have to cross Route 108 twice: once to get on the bike path and again to get off, and that this might raise additional safety concerns. He also pointed out that the Town would then be responsible for the maintenance of the path, whereas with the shoulder widening the State would provide the maintenance.

Sara Simpson of 9 Maplecrest stated that she also wanted to add her voice to Alternative 1, saying she was also a bicyclist and a driver. She felt that widening would make the roads safer and more enjoyable for everyone.

Scott Bowdoin, a resident of Durham, stated that he was a commuter on the route from Durham to Exeter, and expressed his thanks to the Town for pursuing the project. He said he worked with the Rockingham Planning Commission in Exeter which was a key link in the Great Bay bicycle loop. He felt previous speakers had given good reasons for Alternative 1 based on safety, and reinforced the comments made concerning the bridge and the approach to it. He felt the approaches could be handled by resetting the curb back 1-2 feet on either side. He said that if there were a trade-off, he felt that extending the width for the bridge approaches was more important than making changes past the golf course.

Russ Simon of Cushing Road asked if there had been any changes in projections for increased usage as a result of the project. Mr. MacDonald felt any projections would only be guesstimates, and that they did not have a mechanism in place to project the amount of additional bicycle traffic.

Cliff Chase of 52 Elm Street stated that he supported Alternative 1 and was very much in favor of it for all the safety reasons previously discussed, especially regarding the bridge. He said he believed that in 2008 the Town had approved funding for this warrant article and felt the project was overdue.

Chairman Nazzaro asked if there was an email address to which people watching could address their concerns. Town Planner Hardy replied that they could put something on the webpage to direct them to the Planning Department. She said she had also been contacted by several people who could not attend the meeting. She said that Nan Goldstein was a real advocate for the project but had concerns regarding increased noise levels. Doreen Howard of 147 Exeter Road said that the State had already taken property in front of her house and that she was not keen on losing any more land, and was not in favor of the project. She stated that Amy from the Recreation Department had mentioned they had 20 mountain bikes at the Recreation Center with no safe place for the people to ride them.

Discussion:

Councilor Pike said he wanted to support the views of those who commented on the approaches to the bridges at the south end beyond the project, feeling that it made a lot of sense. Councilor Pickering said that he had walked across that bridge on Route 108 and survived, and felt it was very dangerous and the curbs needed to be bumped back. He also mentioned a seeming disregard of motorists for the speed limits posted. Vice Chair Levy stated that he viewed this as mainly a safety issue, regardless of whether there would be increased usage, and that it was dangerous now. He also asked if further road widening was being considered for the New Road area. Chairman Nazzaro felt that between the two alternatives, for both safety and maintenance reasons, Alternative 1 was more attractive.

Town Administrator Fournier stated that after this Public Hearing there would be a second meeting at a future date not on a Council meeting night. After that the final design would be made, presented to the Council for approval, and then bidding documents and the construction process would go forward. Vice Chair Levy felt that all emails pertaining to the issue should be forwarded to Underwood Engineers or

the Town Administrator, allowing the people more ability to articulate tangible concerns. Town Administrator Fournier said that he would put up a copy of the power point presentation for the project on the website. Vice Chair Levy asked if procedurally, people who made recommendations would see a follow-up from Underwood Engineers. Town Administrator Fournier replied that he would post any new sets of plans with the changes, and that if the recommendations were not being taken in an explanation would be provided.

Chairman Nazzaro said that he encouraged individuals on Exeter Road whose land might be impacted by the project to send in their support or concerns. He closed the Public Hearing on the *Route 108 Shoulder Widening and Bikeway Project* at 7:38 pm.

Public Hearing II - Ordinance #2014/2015 Update the Town of Newmarket Building Construction Regulations

Chairman Nazzaro opened *Public Hearing II - Ordinance #2014/2015 Update the Town of Newmarket Building Construction Regulations* at 7:39 pm.

Building Safety Inspector Mike Hoffman stated that an ordinance had been approved in 2000 adopting a Building Code. He said that since then a State Building Code had been developed. He said that the Town had a number of different resolutions coming up adjusting building permit fees, and that the old ordinance needed to be removed from the Code Book. Town Administrator Fournier said that it had been correct at the time to adopt the ordinance, but that they had subsequently tried to amend the ordinance by adopting a resolution, which could not be done. He stated that this ordinance would repeal the prior ordinance, and that it would then become a policy which the Council could update more regularly. He emphasized that the Town should not be updating ordinances every time there is a policy change, and that it should be presented as a resolution.

Chairman Nazzaro stated that the Council would debate the issue later and asked if anyone from the public wished to speak to this.

As no one from the public came forward, Chairman Nazzaro closed *Public Hearing II - Ordinance #2014/2015 Update the Town of Newmarket Building Construction Regulations* at 7:40 pm.

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Acceptance of the Minutes of the Regular Meeting of May 6, 2015

Councilor Thompson made a motion to accept the minutes of the regular meeting of May 6, 2015, and Councilor Pickering seconded.

Discussion/Changes: Chairman Nazzaro pointed out that the fee for the Armed Forces Memorial Day Golf Tournament should be \$125, not \$25. Councilor Thompson had several questions and suggested changes on page 6 under Committee Reports in reference to Mr. Connery, on page 8 under Raffles in reference to a statement attributed to Town Administrator Fournier, and on page 10 under the

discussion of replacement of the Recreation Center doors in regard to choosing Portland Glass over Kamco, which was corrected to read: "She said she realized that parts for the doors were already available from Portland Glass, but wondered if this justified the increase in costs." She also corrected HNH on page 10 to H&H. Councilor Pike stated that he should also be included as having attended the Martha McNeil dedication ceremony, but as the statement was not made at the meeting, the correction was not done. Councilor Pickering corrected Environmental Development Committee to "Economic Development Committee". Councilor Thompson also made a correction on page 14 in reference to the Carpenter property which was changed to read: "Police and Fire Department".

Town Administrator Fournier explained to the Council that clerical changes could be forwarded to Executive Secretary Kathy Castle ahead of time and did not need to be addressed at the meeting. He then polled the Council and the amended minutes of the May 6, 2015 Town Council meeting were approved by a vote of 3-0, with 3 abstentions.

Acceptance of the Minutes of the Non-Public Meeting of April 15, 2015

Vice Chair Levy made a motion to approve the Non-Public Meeting of April 15, 2015, which was seconded by Councilor Thompson.

Town Administrator Fournier polled the Council and the minutes of the Non-Public Meeting of April 15, 2015 were approved by a vote of 6-0.

REPORT OF THE TOWN ADMINSTRATOR

Town Administrator Fournier first addressed the **Linked together Kids Requesting Use of the Pocket Park for Their Lemonade Stand**. He read the letter from the children which said they were unable to attend the meeting due to other commitments, and that they had used the Pocket Park every Wednesday last year to host their Lemonade Stand. They stated that last year they had raised \$143.20 to make improvements to the park, and that they now wanted to purchase a watering system. They requested from the Council that they be allowed to have their Lemonade State at Pocket Park on Wednesday again this summer. They said that money raised would go into their fund for the watering system for Pocket Park.

Councilor Thompson made a motion to authorize the Linked Together Service Program to sell lemonade on Wednesdays at the Pocket Park, and Councilor Burns seconded. Chairman Nazzaro said he was sorry that the children were unable to make the meeting. Town Administrator Fournier polled the Council and the motion passed unanimously, 6-0.

Town Administrator Fournier next addressed an issue not included in his written report, to make sure Councilors were aware of it. He stated that the Exeter Area Chamber of Commerce, along with the Newmarket Business Association, was hosting an **Economic Forum** on Wednesday June 3rd at 7:30 am at the **Mill Space**. He said the that representatives of the Exeter Area Chamber of Commerce would be asking speakers from Newmarket to explain what they had done to make the Mills project such a success in Newmarket.

Town Administrator Fournier next addressed the **April Expense and Revenue Report**, stating that the Town was doing well. He said that with 83% of the year complete, they were 81% expended. He added that this was 1% higher than at the same time last year. He said that most departments were on target to meet their expense goals, though the Public Works Department continued to run high. He explained that as Welfare continued below budget for the year, this would help offset overages in other departments, though there were several small cases coming up. He said that revenues were coming in higher and that they were already 1% above anticipated revenues. Town Administrator Fournier next stated that the **Right-to-Know Workshop** would be held again this year on June 1st at 6:30 pm in the Town Hall auditorium. He said that the Town Attorney would be reviewing the law and answering questions from Town and School officials. Town Administrator Fournier lastly provided a **COAST Bus Update**, stating that he had been working with the COAST Executive Director to address the issue of Route 7. He said that they were looking at new route schedules, which may be reduced, but that a proposal should be received shortly.

Discussion/Questions:

Councilor Thompson stated that she had a follow-up question for the Town Administrator regarding a request for documentation of the ownership of Ash Swamp Road, as she believed the Town was now responsible for it. Town Administrator Fournier clarified that it was not a sale and no document existed but that the Town did own the road. He said that records were old but that since the Town maintained the road they had ownership, adding that he did not have deeds for every road in town. Councilor Thompson then mentioned correspondence she was engaged in with the Town Administrator regarding a paving schedule for roads next to be paved in Newmarket with approximate dates. Town Administrator Fournier said there had been no new developments. Vice Chair Levy asked a question regarding the purchase of the new police vehicle, and Town Administrator Fournier explained that they were replacing an old Crown Victoria with a 4WD vehicle. Chairman Nazzaro said he was glad to see that the COAST conversation was still ongoing and that he was anxious to hear the outcome. He also pointed out to the Town Administrator that they had not yet discussed the Merit Pool. Town Administrator Fournier said he would be meeting tomorrow with Interim Finance Director Matt Angell to review the issue and would address the Council on the issue at the next meeting. Chairman Nazzaro asked if any changes would be retroactive to the beginning of the fiscal year, and Town Administrator Fournier said he would get b back to the Council.

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING

Ordinance #2014/2015-05 Update the Town of Newmarket Building Construction Regulations

Building Safety Inspector Mike Hoffman again explained that it had been inappropriate for the Town to use resolutions in an attempt to repeal an ordinance, and that the issue had gotten lost in the shuffle and recently discovered. He said that *Ordinance #2014/2015-05* would be repealing the old ordinance. He asked if there were any questions from the Council.

Discussion: Vice Chair Levy asked if the rules would only apply for new construction and if there would be anything retroactive. Mr. Hoffman stated that they would utilize State Building Code RSA-155A which included other codes such as the International Building Code, a Mechanical Code and an Electrical Code. Vice Chair Levy asked for clarification in the event someone wanted to make changes to a building and whether they would need to meet the criteria listed. Mr. Hoffman replied that they would only need to meet the criteria for the portion being renovated, and that the code was a progressive code for the most part and not retroactive. Chairman Nazzaro pointed out that Vice Chair Levy was asking questions on the ordinance that was being repealed. He then asked Mr. Hoffman if they were repealing the law because a State Law already existed which they were currently using. Mr. Hoffman stated that they now had complete re-enforceability of the State Law, where before it only applied to State-owned property. He explained that after multiple fatal fires the State had adopted a Statewide Building Code for all buildings, and at that time the Town had stopped using their own code.

Town Administrator Fournier polled the Council and the motion to approve *Ordinance #2014/2015-05* passed by a vote of 6-0.

Resolution #2014/2015-52 Authorize Town Administrator to Enter into Agreement with Northeast Earth Mechanics to Install a 16-inch Water Main from Route 108 to Great Hill Water Tower

Councilor Pike made a motion to approve *Resolution #2014/2015-52 Authorize Town Administrator to Enter into Agreement with Northeast Earth Mechanics to Install a 16-inch Water Main from Route 108 to Great Hill Water Tower*, which was seconded by Vice Chair Levy.

Water & Wastewater Director Sean Greig stated that this resolution was to replace the Water Main on Route 108 from the south side of Irving and across 108 up to the Water Tower, and to make necessary electrical improvements to the Town. Vice Chair Levy asked for an explanation of how the Town reduced the award from \$1, 047,760 to \$892,710. Water & Wastewater Director Greig explained that they had included two (2) options in the bid, one to open-trench the project and one to do a directional drill, so that they could determine project cost. He said that the bid had come back to show that the directional drill would be the cheapest option, and that they had then backed out the open-cut portion. He explained that the savings were in the difference between the two options. Vice Chair Levy then questioned why only \$888,000 of the project was eligible for refunding by the DWSRF program. Water & Wastewater Greig explained that \$42,000 was ineligible as they were planning to add a conduit up to the Water Tower for telecommunications which was not covered by the SRF. Chairman Nazzaro stated that the resolution was very unclear in the way it was written. He also questioned requesting a bid for doing the project two (2) ways which was more than they actually needed accomplished. He then asked what the cost would have been for the open trench option. Water & Wastewater Director Greig replied that he would need to check that, and Town Administrator Fournier recommended that the next time he provide a table clearly showing the different options. Vice Chair Levy said he thought they had chosen the lower bid because the funding had been available. Chairman Nazzaro requested using a chart in future clearly showing each option and providing both recommendations made.

Town Administrator Fournier polled the Council and *Resolution #2014/2015-52* passed by a vote of 6-0.

Resolution #2014/2015-53 Relating to the Town's Investment Policy

Councilor Thompson made a motion to approve *Resolution #2014/2015-53 Relating to the Town's Investment Policy*, which was seconded by Vice Chair Levy.

Interim Finance Director Matt Angell provided an overview of the resolution. He said that every year the Town is required to adopt an Investment Policy to help the Town Treasurer guide the investing of surplus Town funds. He specified that the policy only applied to funds under the control of the Town Treasurer, and that the Trustees of the Trust Funds and the Library Trustees approved their own policies, with the key being safety. He said that two (2) changes had been made, the first under Special Considerations to specify which collateralization should be referencing a section within the investment policy rather than being independent with special considerations. He said that the second related to Standards of Care regarding "prudent person" rules, ethics, and conflicts of interest. Under Delegation of Authority he noted that the treasurer can delegate certain authority to individuals which would also need approval by the Town Council. Under Authorized Investments he explained they could only be in cash or cash equivalent. Under Approved Institutions he explained that permission was needed from the Town Council to put funds in certain institutions, which he was formalizing this year. He said that under Collateralization the Town needed to collateralize all their investments which meant insuring their cash balances were above the FDIC limits of \$250,000. He said that currently they were collateralized at Citizen's Bank at 102% and at TD Bank to the amount rounded up to the nearest million above their current deposits. He said that under Foreign Investments they needed to make sure it was stated that they do not invest in any foreign securities whatsoever.

Discussion: Vice Chair Levy asked why the banks listed in the policy had been chosen and wondered if this precluded other banking institutions or credit unions. Town Administrator Fournier stated that per State Law they could not invest in credit unions, and Interim Finance Director Angell explained that the problem was that credit unions did not offer a collateralization product sufficient for the size of the Town's balances. Vice Chair Levy voiced concerned that they were being limited by not listing other FDIC approved banks. Interim Finance Director Angell said part of the reason for the limit was geographical, but that other banks could also be specified. Town Administrator Fournier explained that it was mostly a suggested list of banks, and that local governments could only invest in banks approved by the State of New Hampshire as a government bank. Chairman Nazzaro asked if they could amend the listing to state that Town monies could be invested in banks approved by the State of New Hampshire rather than listing specific institutions. Interim Finance Director Angell said it should state "Town monies in banks approved by the State Treasury". Councilor Pike suggested it would be much better if the document showed the changes that were made and included both the old language and the new language. Chairman Nazzaro also reinforced that issue.

Town Administrator Fournier polled the Council and *Resolution #2014/2015-53* passed by a vote of 6-0.

ORDINANCES AND RESOLUTIONS IN THE 3RD READING - None

ORDINANCES AND RESOLUTIONS IN THE 4TH READING

Town Council
May 20, 2015 - Regular Meeting

Chairman Nazzaro stated that they had a number ordinances and resolutions in the 4th reading and that a full Council was not present.

Ordinance #2014/2015-04 Regulating Raffles

Chairman Nazzaro said that in regard to *Ordinance #2014/2015-04 Regulating Raffles*, Councilor Weinstein had made it quite clear in an email that she was against the ordinance.

Discussion:

Vice Chair Levy felt that the Council had already gone through this ordinance and that Town Administrator Fournier had repeatedly said this was State Law and the Town was compelled to abide by State Law. He asked Town Administrator Fournier if his answer was the same. Town Administrator Fournier stated that the authority to issue raffle permits was not specifically designated to the Chief of Police and himself, which meant people applying for raffles would need to come before the Council each time they needed a permit. He said that the ordinance would allow the process to be streamlined and only go through them for approval. Chairman Nazzaro asked why a resolution could not be used instead of an ordinance. Town Administrator Fournier explained that the Town needed a law in their Code Book. Chairman Nazzaro felt that as the law already existed as a State Law, that they could more simply have a resolution authorizing the Chief of Police and Town Administrator Fournier to issue the permits. Town Administrator Fournier explained that he had asked the Town Attorney if law was needed by the Town, and that he had indicated that they did need a law. He added that he had checked with other communities who were following the same procedure. He said he wanted to make sure they had it written down and wanted to make the process easier for applicants. Chairman Nazzaro pointed out that per RSA 287:7 a permit could be issued for a year.

Town Administrator Fournier then reviewed the issues that had come up that had started the ordinance process. He said that an individual had asked where to go to obtain a raffle permit, and another had asked for reassurance as to the legitimacy of an organization conducting a raffle. Vice Chair Levy felt the Town should have something in place for enforcing the State Law. Chairman Nazzaro said the issue was that the Town had just not been enforcing the State Law. Vice Chair Levy felt that Town Administrator Fournier was covering the Town and the legal entity that existed. Town Administrator Fournier reiterated that they needed to put a process in place for the Town codifying that Policy Chief Cyr and the Town Administrator were the ones who issued and approved the permits. Councilor Burns said that she was not against the philosophy of the ordinance but did not like the way the process was structured and felt it could be further streamlined. She asked whether the Town had to have an ordinance for every State Law, and Town Administrator Fournier replied that this gave the authority to the Town and made the issue clear. Councilor Burns expressed concerns regarding volunteer entities such as churches and schools, and said she did not want to them to be inhibited. Town Administrator Fournier said that he would reach out to organization having constant raffles, but that they also needed to have a list of legitimate organizations on file. Councilor Pike felt that if it was a question of needing language of this type, with legal councilors saying that we did, he said he was prepared to go along with legal opinions.

Town Administrator Fournier then read the note from Councilor Weinstein stating that she did not support the ordinance and felt it would place an unnecessary burden on organizations that were helping the Town of Newmarket. She felt that the ordinance could be much simpler by having organizations fill out a form at the Police Department or the Town Hall, and that this would also provide a record of all raffles to address any issues that might arise. Chairman Nazzaro said he did not see why they were simply cutting and pasting the existing State Law, and pointed out that any changes in Concord would again leave them with an ordinance out of compliance. He said that he would much rather make it simpler and have it reference State Law, being very clear as to the Town process. Town Administrator Fournier pointed out that this was not personal, and that the Town also needed to adopt laws. Chairman Nazzaro felt the Town needed a process, not a law. Vice Chair Levy said he felt that State Law was changing and that the Town was simply reinforcing it as a local issue. Councilor Burns asked if filling out the forms would be enough and Town Administrator Fournier replied that they also needed to be approved. He then clarified that the ordinance was not making the process, but putting the law in place to allow the Chief of Police and himself to come up with a process. He added that the Council could amend the ordinance, but felt that it was up to the Council to make a decision now to approve or amend. Councilor Thompson asked if it would be helpful if the information listed under Section 18-113 regarding "permits required" were amended to say "it would be unlawful for any person conducting a raffle in the Town of Newmarket without first obtaining a permit" and specify where to apply. Town Administrator Fournier reiterated the ordinance was not meant to give procedure, and that State Law required specific information be printed on the raffle tickets.

Chairman Nazzaro asked whether the attorney could come in to explain legally why they needed the ordinance. Town Administrator Fournier suggested that in that case, they just defeat the ordinance by either voting it up or down. Vice Chair Levy referred to the point made by Councilor Thompson to just have a definition in place. Town Administrator Fournier suggested they only state that the Chief of Police or a designee must approve any permit prior to the sale of the ticket, and remove the Town Administrator. Councilor Pike said he was fine with that change, and Vice Chair Levy felt they should also reference consulting RSA 287A for compliance rules. Town Administrator Fournier reiterated that the purpose of the ordinance was for the Council to designate someone as the approver. Councilor Pickering expressed concern about placing all the burden on Chief Cyr and said he felt it should be a function of Town Hall. He added that the only way to get past this logjam was to move it to a vote. Councilor Pike also felt they were not making any progress. Vice Chair Levy asked if they were changing the ordinance to Chief of Police, and Town Administrator Fournier said they should make a motion to amend the ordinance to remove the Town Administrator

Vice Chair Levy made a motion to amend the ordinance to state under Approval of Permit that the Chief of Police must approve any permit and Chairman Nazzaro seconded. Councilor Pike referenced a comment made by Councilor Pickering regarding possibly burdening the Chief of Police, and now felt that it would be easier for the community to have flexibility in where to obtain permits. Vice Chair Levy withdrew his motion to amend the ordinance and Chairman Nazzaro withdrew his second.

Councilor Pike made a motion to approve *Ordinance #2014/2015-04 Regulating Raffles* which was seconded by Councilor Pickering. The ordinance passed the council by a vote of 4-2.

Town Council
May 20, 2015 - Regular Meeting

Resolution #2014/15-49 Town Council Rules for Proceedings

Chairman Nazzaro asked that *Resolution #2014/15-49 Town Council Rules for Proceedings* be held for a full Council.

ITEMS LAID ON THE TABLE - None

NEW BUSINESS/CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

Zoning Board of Adjustments – Alternate: William Barr Term Expires March 2018

Councilor Thompson made a motion to approve the appointment of *William Barr Term Expires March 2018* as an Alternate to the Zoning Board of Adjustments, which was seconded by Vice Chair Levy.

Town Administrator Fournier polled the council and the motion to appoint *William Barr* passed the Council unanimously, 6-0

Veterans Trust Committee: Nancy Eaton Term Expires March 2018

Councilor Thompson made a motion to approve the appointment of *Nancy Eaton Term Expires March 2018* to the Veterans Trust Committee, which was seconded by Vice Chair Levy.

Nancy Eaton was present at the meeting and briefly addressed the Council. She said that she was a recent widow and had lived a military life, though she was not a veteran herself. She said that she was retiring in June and felt this was something she would like to do, saying she had the time and the interest. She said that she had lived in Newmarket for a total of 19 years and that her family had a lot of history in the Town, and she wanted to give back.

Councilor Pickering thanked Ms. Eaton for stepping forward and said it was nice to see new faces. Chairman Nazzaro said that meetings were held on the third Tuesday of every month and thanked her for coming.

Town Administrator Fournier polled the council and the motion to appoint *Nancy Eaton* passed the Council unanimously, 6-0

Capital Improvement Program – Member at Large: Russell Simon Term Expires August 2017

Councilor Thompson made a motion to approve the appointment of *Russell Simon Term Expires August 2017* as a Member-at-Large of the Capital Improvement Program, which was seconded by Councilor Pike.

Town Council
May 20, 2015 - Regular Meeting

Town Administrator Fournier polled the council and the motion to approve the appointment of *Russell Simon* passed the Council unanimously, 6-0.

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2014/2015-54 Auditorium Equipment – Channel 13

Chairman Nazzaro read *Resolution #2014/2015-54 Auditorium Equipment – Channel 13*, in full.

Resolution #2014/2015-55 Purchase Air Conditioning Unit for Police Dispatch Center (TA Requests to Suspend the Rules)

Chairman Nazzaro read *Resolution #2014/2015-55 Purchase Air Conditioning Unit for Police Dispatch Center*, in full.

Vice Chair Levy made a motion to suspend the rules and Councilor Pike seconded.

Councilor Thompson asked why the rules needed to be suspended. Town Administrator Fournier explained that at least two (2) readings were required, but that by suspending the rules the Council could vote at this meeting. He added that suspending the rules required a 2/3 vote for passage. Vice Chair Levy stated that no backup information had been provided and that quotes were needed by the Council.

Town Administrator Fournier polled the Council and the motion to suspend the rules passed by a vote of 4-2.

Vice Chair Levy made a motion to approve *Resolution #2014/2015-55 Purchase Air Conditioning Unit for Police Dispatch Center*, and it was seconded by Councilor Pike.

Discussion: Vice Chair Levy asked Town Administrator Fournier why he could not just make the \$6,000 purchase. Town Administrator Fournier replied that he needed Council approval as they were using Capital Reserve funds. He said that the resolution basically gave permission to the Town to spend up to \$6,000 for the unit. Vice Chair Levy asked how many bids had gone out and Town Administrator Fournier said there had been three (3) but that he had not brought the information. Vice Chair Levy said that when asked to suspend the rules he needed to see the wording of the bids, and Councilor Thompson stated that she also required backup when suspending the rules though she did not have a problem helping a department out. Chairman Nazzaro said that he also did not like suspending the rules with zero backup and that it was not due diligence on their part.

Town Administrator Fournier polled the Council and *Resolution #2014/2015-55* passed the Council by a vote of 5-1.

Town Council
May 20, 2015 - Regular Meeting

Resolution #2014/2015-56 Purchase Motorola APX 6500LI VHF 100-Watt Digital Mobile Radio for Police Department

Chairman Nazzaro read *Resolution #2014/2015-56 Purchase Motorola APX 6500LI VHF 100-Watt Digital Mobile Radio for Police Department*, in full.

Resolution #2014/2015-57 Purchase Ford Police Cruiser for the Police Department to Include Costs Associated with Replacement of Emergency Lighting and Equipment Setup

Chairman Nazzaro read *Resolution #2014/2015-57 Purchase Ford Police Cruiser for the Police Department to Include Costs Associated with Replacement of Emergency Lighting and Equipment Setup*, in full.

Resolution #2014/2015-58 Purchase APC Symetra Power Module to Replace Similar Unit in the Police/Dispatch Center

Chairman Nazzaro read *Resolution #2014/2015-58 Purchase APC Symetra Power Module to Replace Similar Unit in the Police/Dispatch Center*, in full.

Resolution #2014/2015-59 Purchase of Two Nitornox Field Units for Fire/Rescue Department

Chairman Nazzaro read *Resolution #2014/2015-59 Purchase of Two Nitornox Field Units for Fire/Rescue Department*, in full.

Resolution #2014/2015-60 Agreement with Wright-Pierce Engineers for Construction Services for WWTP Project

Chairman Nazzaro read *Resolution #2014/2015-60 Agreement with Wright-Pierce Engineers for Construction Services for WWTP Project*, in full.

Resolution #2014/2015-61 Agreement with Apex Construction to Construct WWTF Upgrade Project

Chairman Nazzaro read *Resolution #2014/2015-61 Agreement with Apex Construction to Construct WWTF Upgrade Project*, in full.

Resolution #2014/2015-62 Transferring Funds from Downtown TIF Capital Reserve Fund

Chairman Nazzaro read *Resolution #2014/2015-62 Transferring Funds from Downtown TIF Capital Reserve Fund*, in full.

Resolution #2014/2015-63 Fiscal Year 2015 Year-End Budget Transfers

Chairman Nazzaro read *Resolution #2014/2015-63 Fiscal Year 2015 Year-End Budget Transfers*, in full.

COMMITTEE REPORTS

Councilor Burns said that the Conservation Commission had met on April 21st and that they would be sponsoring a Fishing Derby this year on Father's Day.

Councilor Pickering reported on the Budget Committee meeting of May 18th. He said that the School Budget Report for end of April 2015 had been presented and that there had been a 25% employee turnover in the last year in the School District. He said that the Cadillac Tax, which funds the Affordable Care Act, would be coming in 2018. He also reported that there had been no volunteers for the Capital Improvement Program (CIP) Committee and that Mr. Lang remained as the alternate.

Vice Chair Levy reported on the Planning Board meeting of May 12th, saying that he stood in for Councilor Pike. He said that Strafford Regional Planning had provided a good explanation at the meeting and that a lot of recommendations had been made including support and backup for more affordable housing. He recommended that anyone concerned about the Master Plan should watch the tape of the meeting, and that another charrette would be set up once the Master Plan had been annotated. Town Administrator Fournier stated that the next charrette would be held on June 16th in the Town Hall at 6:30 pm.

Chairman Nazzaro said that the Veterans Memorial Trust golf tournament had gone well and thanked everyone who participated.

CORRESPONDENCE/CLOSING COMMENTS

Councilor Pickering stated that the oldest resident in Newmarket had passed away at the age of 102 years.

Town Administrator Fournier said that he had started a list of the oldest citizens starting with the next individual and was discussing this with the Cemetery Trustees. He reminded everyone that the Memorial Day Parade was scheduled for May 30th.

Chairman Nazzaro announced that the next meeting of the Town Council would be held on June 3, 2015.

ADJOURNMENT

Vice Chair Levy made a motion to adjourn the meeting, which was seconded by Councilor Pike. The meeting was adjourned at 9:30 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary

STEPHEN R. FOURNIER
TOWN ADMINISTRATOR

sfournier@newmarketnh.gov
www.newmarketnh.gov



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508

FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE
OFFICE *of the* TOWN ADMINISTRATOR

REPORT OF THE TOWN ADMINISTRATOR
June 3, 2015

Water Emergency: The United States Drought Monitor has indicated that Newmarket, along with most of New England, is experiencing moderate drought conditions. While it may seem odd with all of the snow we received this winter, we did not get much rain this spring to replenish our water sources. The Water and Sewer Superintendent and I are monitoring the water levels of the Town wells. Currently, the Town is under a Stage II water emergency. Just to remind residents, a stage II emergency restricts those homes and businesses that are on the Town's water system to when they can water their lawns. Those whose addresses end in odd numbers are able to water on odd numbered days only. Those whose addresses end in even numbers are able to water on even numbered days only.

Unless something dramatically changes, pursuant to Section 14-26 of the Town Code, I am preparing to declare a Stage III water emergency in Town. Stage III restricts lawn watering to two days a week between 5-8AM and 6-9PM. Even number addresses will be on Tuesday and Thursday, and odd addresses on Monday and Wednesday. There will be no washing driveways, sidewalks, autos, or boats. Hand held hoses may be used for flower and vegetable gardens plus shrubbery without hour and day restrictions. Anyone violating this ordinance may be subject to a fine.

I should have more information for the Town Council meeting.

COAST Route 7: I am happy to say that COAST Route 7 will be continuing in a modified manner. The Town Manager of Exeter, the Executive Director of COAST and I worked to establish a modified route to provide a few main items. Primarily was to have some ADA transit service. This was the most requested item that we heard during the hearings. This new route will also provide people the ability to shop in Exeter/Stratham and get to Exeter Hospital. The new route will circle between Exeter and Newmarket, three workdays a week and on Saturdays. The route will begin at 9:35 each morning and the last bus will leave Newmarket at 5:04PM. The Saturday route will be very similar. The route will also compliment Wildcat Transit to allow people to get to Dover and Portsmouth.

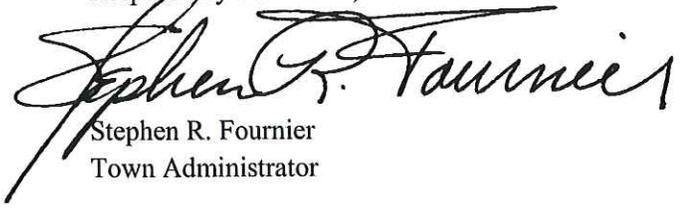
The days of the week have not been announced yet. This service will begin on June 29.

Regional Waste Water Treatment Facility: The Town Council asked that we continue to monitor the City of Portsmouth and Town of Exeter's wish to establish a regional Waste Water Treatment Facility at Pease Tradeport. Portsmouth's staff recommended that they move forward with the upgrading of their Pierce Island facility. They did so, because they estimated that cost to be \$90.1 million whereas the upgrade of the Pease facility would be \$137.9 million. The City Council approved this recommendation.

While they are going to continue to work with Exeter to accept wastewater at Pease, for all intents and purposes the regional option will not be going forward as part of this project.

Regional Economic Development Forum: This will be held the morning of the Town Council meeting and I will provide an update at the meeting.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Stephen R. Fournier". The signature is written in a cursive style with a large, sweeping initial "S".

Stephen R. Fournier
Town Administrator

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution #2014/2015-54

Auditorium Equipment – Channel 13

WHEREAS, the Town of Newmarket is modernizing the auditorium at Town Hall, and

WHEREAS, the IT Department obtained three quotes for recording, sound, and display equipment, and

WHEREAS, the price of said equipment is \$40,390, and

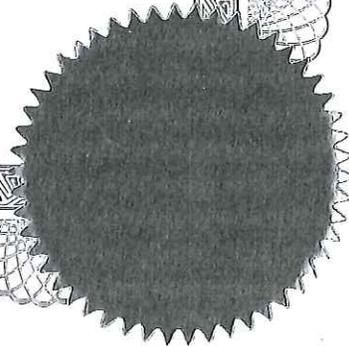
WHEREAS, the Cable TV Capital Reserve Fund has a balance of \$71,786, as of March 31, 2015.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby authorize the withdrawal of an amount not to exceed \$40,390 from the Cable TV Capital Reserve Fund and to authorize the Town Administrator to enter into any related contracts for said equipment.

First Reading:	May 20, 2015
Second Reading:	June 3, 2015
Approval:	June 3, 2015

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



April 30, 2015

Doug Poulin, IT
Chris Williams, Channel 13

Resolution for Auditorium Update

With the auditorium newly carpeted and painted, we are now on to the phase of modernizing the television studio, recording area, and meeting areas.

We felt that adding a ceiling mounted projector with a drop down screen would facilitate meetings where presentations need to be made. Currently some of the wiring involved in meetings in the auditorium must run on top of the floor, creating a real tripping hazard. Some of the microphones have been soldered together and don't even work, and some of our monitors are failing.

It has been more than ten years since we installed the initial equipment for recording meetings. During that time we have received a \$70,000 payment from Comcast that is now in the Capital Reserve Fund. With this update, we can get past many of the limitations in the auditorium without impacting the tax rate. This update of equipment should easily last the Town another ten years, and still leave the Capital Reserve fund with almost the same amount as we propose to withdraw.

We requested bids and even went online to fill out a few. With three bids (attached) we recommend going with Access A/V out of Concord, NH. Not only were they the low cost quote, they offer same day local support, and a crew of technicians who can come onsite and help us with issues at any time. The other vendors lack this ability. Also, shipping estimates range from \$700 to more than \$1000 due to the weight of some of the items. With Access A/V we can pick the items up ourselves and save a lot of shipping costs.

Regards,

Doug Poulin

Newmarket Town Hall
 Attn: Chris Williams
 Newmarket, NH

ACCESS A/V



8 Integra Drive • Concord, NH 03301
 Phone: 603-224-2300 • Fax: 603-224-2308
 www.accessavnh.com

Date: 1/28/2015 Basement Meeting Room

Qty.	Mfgr / Model #	Description	Price	Ext. Price
3	Sony EVI-D80	Robotic Camera White 18x Zoom	\$ 856.00	\$ 2,568.00
1	Vaddio Controller	Precision Camera Controller	\$ 1,774.00	\$ 1,774.00
1	Datavideo SE500	4 Channel SD Switcher	\$ 989.00	\$ 989.00
1	Shure SCM810	8 Channel Mic Mixer	\$ 1,360.00	\$ 1,360.00
1	Shure SCM410	4 Channel Mic Mixer	\$ 688.00	\$ 688.00
10	Shure MX412 D/C	Desktop Gooseneck Mic 12"	\$ 269.00	\$ 2,690.00
1	Proxima C510W	WXGA 5000 Lumens	\$ 1,420.00	\$ 1,420.00
1	DaLite Cosmo Screen	Electric, Motorized, Tensioned, 139" Diagonal	\$ 2,150.00	\$ 2,150.00
1	Atlona HDMI TX/RX Kit	AT-HDVS-TX-WP + AT-HDVS-RX Sender Receiver	\$ 875.00	\$ 875.00
1	Pixie	Remote Wall Control for Projector	\$ 320.00	\$ 320.00
3	Vaddio 535-2000-223	wall mount	\$ 179.00	\$ 537.00
1	Remote Camera Power	Remote Power for Cameras	\$ 1,180.00	\$ 1,180.00
1	12 Channel Audio Snake	Installed Under the Floor with Floor Box ESTIMATE	\$ 1,500.00	\$ 1,500.00
1	Cable and Connectors	New RG6, Etc	\$ 675.00	\$ 675.00
1	Projector Mount	Ceiling Mounted	\$ 250.00	\$ 250.00
2	Datavideo TLM-702	Dual LCD Monitor	\$ 842.00	\$ 1,684.00
2	Datavideo TLM434H	Quad Monitor SD/HD	\$ 2,490.00	\$ 4,980.00
3	Mid Atlantic SS	Slide Out Shelf	\$ 114.00	\$ 342.00
4	Mid Atlantic U2	2 Space Shelf	\$ 40.00	\$ 160.00
1	Magnavox DVD/HD	DVD + HDD Recorder/Burner with Rack Mount Kit	\$ 398.00	\$ 398.00
2	Middle Atlantic WR-37-32	Slide Out Rack	\$ 1,580.00	\$ 3,160.00
2	SurgeX SX1115	Power Conditioner	\$ 496.00	\$ 992.00
1	Small Monitor	For Multiview - 19"	\$ 189.00	\$ 189.00
1	TVOne Scanconverter	VGA to Composite	\$ 124.00	\$ 124.00
1	Wiremold + Wall Boxes	Amount to be determined	\$ 750.00	\$ 750.00
1	Installation	Cameras, Audio, Etc	\$ 6,455.00	\$ 6,455.00
1	Installation	Projector and Screen	\$ 2,180.00	\$ 2,180.00

Quotes good for 30 days
 shipping not included
 Submitted b Kevin Long

COST: \$ 40,390.00

Scope of Work - Basement Meeting Room

- Mount Robotic Cameras on Walls, Run Wires over Drop Ceiling
- Install Controller and Switcher in Room Next to Stage
- Install Projector Screen on the Inside of Stage
- Install Projector at a distance of roughly 20-25' away via ceiling mount
- Install Atona + Pixie Equipment
- Run Audio Snake under Floor to Area near Council Desk (if wire route is available)
- Terminate Audio Snake with Floor Box
- Send this feed from room to Leightonix System for Broadcast
- Some wire mold and wall boxes may be needed
- Customer Requests Wireless Access to Projector
- Customer Requests Higher Quality XLR Ends put on Shure Microphones

Newmarket Town Hall

Attn: Doug Poulin
Newmarket, NH

Full Compass Supply

Date: 4/30/2015 Basement Meeting Room

Qty.	Mfgr / Model #	Description	Price	Ext. Price
3	Sony EVI-D80	Robotic Camera White 18x Zoom	\$ 818.75	\$ 2,456.25
1	Vaddio Controller	Precision Camera Controller	\$ 2,039.70	\$ 2,039.70
1	Datavideo SE500	4 Channel SD Switcher	\$ 1,025.00	\$ 1,025.00
1	Shure SCM810	8 Channel Mic Mixer	\$ 1,365.00	\$ 1,365.00
1	Shure SCM410	4 Channel Mic Mixer	\$ 729.00	\$ 729.00
10	Shure MX412 D/C	Desktop Gooseneck Mic 12"	\$ 278.00	\$ 2,780.00
1	Proxima C510W	WXGA 5000 Lumens	\$ 1,399.00	\$ 1,399.00
1	DaLite Cosmo Screen	Electric, Motorized, Tensioned, 139" Diagonal	\$ 2,349.25	\$ 2,349.25
1	Atlona HDMI TX/RX Kit	AT-HDVS-TX-WP + AT-HDVS-RX Sender Receiver	\$ 880.00	\$ 880.00
1	Pixie	Remote Wall Control for Projector	\$ 500.00	\$ 500.00
3	Vaddio 535-2000-223	wall mount	\$ 225.00	\$ 675.00
1	Remote Camera Power	Remote Power for Cameras	\$ 1,500.00	\$ 1,500.00
1	12 Channel Audio Snake	Installed Under the Floor with Floor Box ESTIMATE	\$ 1,900.00	\$ 1,900.00
1	Cable and Connectors	New RG6, Etc	\$ 675.00	\$ 675.00
1	Projector Mount	Ceiling Mounted	\$ 400.00	\$ 400.00
2	Datavideo TLM-702	Dual LCD Monitor	\$ 850.00	\$ 1,700.00
2	Datavideo TLM434H	Quad Monitor SD/HD	\$ 2,550.00	\$ 5,100.00
3	Mid Atlantic SS	Slide Out Shelf	\$ 115.00	\$ 345.00
4	Mid Atlantic U2	2 Space Shelf	\$ 40.00	\$ 160.00
1	Magnavox DVD/HD	DVD + HDD Recorder/Burner with Rack Mount Kit	\$ 399.00	\$ 399.00
2	Middle Atlantic WR-37-32	Slide Out Rack	\$ 1,638.75	\$ 3,277.50
2	SurgeX SX1115	Power Conditioner	\$ 559.00	\$ 1,118.00
1	Small Monitor	For Multiview - 19"	\$ 179.00	\$ 179.00
1	TVOne Scanconverter	VGA to Composite	\$ 125.00	\$ 125.00
1	Wiremold + Wall Boxes	Amount to be determined	\$ 750.00	\$ 750.00
1	Installation	Cameras, Audio, Etc	\$ 8,000.00	\$ 8,000.00
1	Installation	Projector and Screen	\$ 2,750.00	\$ 2,750.00

Quotes good for 30 days
shipping not included

Submitted b Internet Sales

Shipping Est: \$1,049

COST: \$ 44,576.70

Scope of Work - Basement Meeting Room

- Mount Robotic Cameras on Walls, Run Wires over Drop Ceiling
- Install Controller and Switcher in Room Next to Stage
- Install Projector Screen on the Inside of Stage
- Install Projector at a distance of roughly 20-25' away via ceiling mount
- Install Atona + Pixie Equipment
- Run Audio Snake under Floor to Area near Council Desk (if wire route is available)
- Terminate Audio Snake with Floor Box
- Send this feed from room to Leighttronix System for Broadcast
- Some wire mold and wall boxes may be needed
- Customer Requests Wireless Access to Projector
- Customer Requests Higher Quality XLR Ends put on Shure Microphones

Newmarket Town Hall
 Attn: Chris Williams
 Newmarket, NH

B & H Photo

Date: 1/28/2015 Basement Meeting Room

Qty.	Mfgr / Model #	Description	Price	Ext. Price
3	Sony EVI-D80	Robotic Camera White 18x Zoom	\$ 890.00	\$ 2,670.00
1	Vaddio Controller	Precision Camera Controller	\$ 1,775.00	\$ 1,775.00
1	Datavideo SE500	4 Channel SD Switcher	\$ 989.00	\$ 989.00
1	Shure SCM810	8 Channel Mic Mixer	\$ 1,365.00	\$ 1,365.00
1	Shure SCM410	4 Channel Mic Mixer	\$ 689.00	\$ 689.00
10	Shure MX412 D/C	Desktop Gooseneck Mic 12"	\$ 273.00	\$ 2,730.00
1	Proxima C510W	WXGA 5000 Lumens	\$ 1,489.00	\$ 1,489.00
1	DaLite Cosmo Screen	Electric, Motorized, Tensioned, 139" Diagonal	\$ 2,328.50	\$ 2,328.50
1	Atlona HDMI TX/RX Kit	AT-HDVS-TX-WP + AT-HDVS-RX Sender Receiver	\$ 875.00	\$ 875.00
1	Pixie	Remote Wall Control for Projector	\$ 320.00	\$ 320.00
3	Vaddio 535-2000-223	wall mount	\$ 179.00	\$ 537.00
1	Remote Camera Power	Remote Power for Cameras	\$ 1,180.00	\$ 1,180.00
1	12 Channel Audio Snake	Installed Under the Floor with Floor Box ESTIMATE	\$ 1,500.00	\$ 1,500.00
1	Cable and Connectors	New RG6, Etc	\$ 675.00	\$ 675.00
1	Projector Mount	Ceiling Mounted	\$ 181.98	\$ 181.98
2	Datavideo TLM-702	Dual LCD Monitor	\$ 850.00	\$ 1,700.00
2	Datavideo TLM434H	Quad Monitor SD/HD	\$ 2,500.00	\$ 5,000.00
3	Mid Atlantic SS	Slide Out Shelf	\$ 116.95	\$ 350.85
4	Mid Atlantic U2	2 Space Shelf	\$ 49.00	\$ 196.00
1	Magnavox DVD/HD	DVD + HDD Recorder/Burner with Rack Mount Kit	\$ 399.49	\$ 399.49
2	Middle Atlantic WR-37-32	Slide Out Rack	\$ 1,590.92	\$ 3,181.84
2	SurgeX SX1115	Power Conditioner	\$ 599.00	\$ 1,198.00
1	Small Monitor	For Multiview - 19"	\$ 189.00	\$ 189.00
1	TVOne Scanconverter	VGA to Composite	\$ 124.00	\$ 124.00
1	Wiremold + Wall Boxes	Amount to be determined	\$ 750.00	\$ 750.00
1	Installation	Cameras, Audio, Etc	\$ 6,455.00	\$ 6,455.00
1	Installation	Projector and Screen	\$ 2,180.00	\$ 2,180.00

Quotes good for 30 days
 shipping not included
 Submitted b Online Store

Shipping Estimate: \$757.04

COST: \$ 41,028.66

Scope of Work - Basement Meeting Room

- Mount Robotic Cameras on Walls, Run Wires over Drop Ceiling
- Install Controller and Switcher in Room Next to Stage
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- Install Projector at a distance of roughly 20-25' away via ceiling mount
- Install Atona + Pixie Equipment
- Run Audio Snake under Floor to Area near Council Desk (if wire route is available)
- Terminate Audio Snake with Floor Box
- Send this feed from room to Leightonix System for Broadcast
- Some wire mold and wall boxes may be needed
- Customer Requests Wireless Access to Projector
- Customer Requests Higher Quality XLR Ends put on Shure Microphones

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution #2014/2015-56

**Purchase of a Motorola APX 6500LI VHF 100 Watt Digital Mobile Radio for the
Police Department**

WHEREAS, the Police Department seeks to replace the current obsolete Motorola Astro Police Digital Mobile Radio with a new Motorola APX 6500LI VHF 100 watt digital radio at the State bid price of \$3,999.00; and

WHEREAS, the installation will be completed during the setup of a new police cruiser at no additional cost to the Town; and

WHEREAS, the Police Dispatch/Radios Capital Reserve Fund currently has a balance of \$102,353.

WHEREAS, the total cost for the vehicle and related equipment is estimated not to exceed \$49,100.00.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve the withdrawal of funds not to exceed \$3,326 from the Police Dispatch/Radios Capital Reserve Fund for the purpose of purchasing a new Motorola Digital Mobile Radio from the Capital Reserve Fund and to authorize the Town Administrator to execute any associated agreements.

First Reading: May 20, 2015
Second Reading: June 3, 2015
Approval: June 3, 2015

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

Inter-Office Memorandum

May 27, 2015

TO: Town Administrator Fournier

FROM: Chief Cyr

RE: Background Information regarding the Council Resolutions for June 3rd.

Police Cruiser & Cruiser Mobile Radio

I have attached the state Bid Quote from Grappone Ford for the vehicle and three quotes from outfitters who will up build the cruiser from the base vehicle we receive from Ford. The up build takes about three weeks. At some point either prior to the up build or directly after, we will have the vehicle lettered. I usually use NH Signs out of Londonderry for this task, because they already have the pattern for the decals and they know exactly what we want. The cost of the decals and lettering is about \$400.00. I did not solicit three quotes for the lettering.

The up build quotes are from three well known vendors that we have used in the past:

2-Way Communications

Adamson Industries

Ossipee Mountain Electronics

All three vendors have included the cost of the Cruiser Mobile Radio in their bids since they will be responsible for programming the radio and installing it in the cruiser.

APX Power Module for Dispatch

This item was purchased directly from the manufacturer to replace a defective part in the system. It was a single source vendor. The item has been purchase and was installed by town employees and the bill has been paid. The reason we are seeking reimbursement through the Dispatch CIP is to cover a large unforeseen expenditure. It was originally thought that the entire power unit needed replacement but we were able to replace just the defective piece.

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution #2014/2015-57

**Purchase of a Ford Police Cruiser for the Police Department to Include Costs
Associated with Replacement of Emergency Lighting, and Equipment Set-up**

WHEREAS, the Police Department seeks to replace the current 2007 Ford Crown Victoria with 128,830 miles with a new Ford police cruiser at the State bid price of \$28,234.00; and

WHEREAS, the Department's request includes the replacement of emergency lighting, and equipment set-up; and

WHEREAS, the Police Vehicles Capital Reserve Fund currently has a balance of \$171,046; and

WHEREAS, the total cost for the vehicle and related equipment is estimated not to exceed \$49,100.00.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve the withdrawal of funds not to exceed \$49,100.00 from the Police Vehicle Capital Reserve Fund for the purpose of purchasing and equipping a new Ford police cruiser for the Town and to authorize the Town Administrator to execute any associated agreements.

First Reading:	May 20, 2015
Second Reading:	June 3, 2015
Approval:	June 3, 2015

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



GRAPPONE FORD
530 Route 3A, Bow, New Hampshire, 03304
Office: 603-224-2501

Kevin Cyr
Town of Newmarket PD
70 Exeter St, Newmarket, NH
Zip Code: 03857
Office: 603-659-6636
Email: kcyr@newmarketnh.gov

Re: Vehicle Proposal

Hi Kevin,

April 27th, 2015

Per your request, quote for 2016 Ford Explorer Utility Interceptor. Black exterior with roof and 4-doors white vinyl wrap. Sync "hands free calling", noise suppression bonds, and heated sideview mirrors were added to the quote per our conversation. Municipal Pricing. Thank you.

Quote Price: \$28,234

Sincerely,

Jeff Harsin
Fleet Mgr.
603-226-8010
jharsin@grappone.com



Selected Options

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	30,620.00
Packages		
500A	Order Code 500A	N/C
	<i>Includes:</i> - Engine: 3.7L V6 Ti-VCT FFV High efficient police calibrated displacement technology is optimal for long days spent idling or on the job. - Transmission: 6-Speed Automatic Exclusively police calibrated for maximum acceleration and faster closing speeds. - 3.65 Axle Ratio - GVWR: 6,300 lbs - Tires: P245/55R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel Includes center caps and full size spare. - Unique HD Cloth Front Bucket Seats w/Vinyl Rear Includes driver 6-way power track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both front seatbacks. - Radio: MyFord AM/FM/CD/MP3 Capable Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.	
Powertrain		
99R	Engine: 3.7L V6 Ti-VCT FFV	N/A
	<i>High efficient police calibrated displacement technology is optimal for long days spent idling or on the job.</i>	
44C	Transmission: 6-Speed Automatic	N/A
	<i>Exclusively police calibrated for maximum acceleration and faster closing speeds.</i>	
STDAX	3.65 Axle Ratio	N/A
STDGV	GVWR: 6,300 lbs	N/A
Wheels & Tires		
STDTR	Tires: P245/55R18 AS BSW	N/A
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel	N/A
	<i>Includes center caps and full size spare.</i>	
Seats & Seat Trim		
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included
	<i>Includes driver 6-way power track (fore/aft.up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both front seatbacks.</i>	

Other Options

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



GRAPPONE FORD
 530 Route 3A, Bow, New Hampshire,
 03304
 Office: 603-224-2501

2016 Utility Police Interceptor
 AWD Base(K8A)

Selected Options (cont'd)

Code	Description	MSRP
113WB	113" Wheelbase	N/A
PAINT	Monotone Paint Application	N/A
STDRD	Radio: MyFord AM/FM/CD/MP3 Capable <i>Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.</i>	N/A
86P	Front Headlamp/Police Interceptor Housing Only <i>Includes pre-drilled hole for side marker police use, does not include LED installed lights (eliminates need to drill housing assemblies) and pre-molded side warning LED holes with standard twist lock sealed capability (does not include LED installed lights).</i>	125.00
43D	Dark Car Feature <i>Courtesy lamp disabled when any door is opened.</i>	20.00
17T	Red/White Dome Lamp in Cargo Area	50.00
51R	Driver Only LED Spot Lamp (Unity)	395.00
91A	2-Tone Vinyl Package #1 <i>Includes roof vinyl, right hand/left hand front-doors vinyl, right hand/left hand rear-doors vinyl. White (YZ) only.</i>	840.00
53M	SYNC Basic (Voice-Activated Communications System) <i>Includes single USB port and single auxiliary audio input jack.</i>	295.00
68G	Rear-Door Handles Inoperable/Locks Inoperable	35.00
549	Heated Sideview Mirrors	60.00
60R	Noise Suppression Bonds (Ground Straps)	100.00
Interior Colors		
9W	Charcoal Black	N/C
Primary Colors		
G1	Shadow Black	N/C
Secondary Colors		
YZ	Police White Vinyl Wrap <i>TYPE=Accent RED=247 GREEN=247 BLUE=245 TABLEREQ=PNTTBL-02 TABLE=Secondary w/Vinyl Wrap GENERICCLR=White GENERICCLRCODE=1</i>	N/C

SUBTOTAL

~~\$32,540.00~~

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



GRAPPONE FORD
530 Route 3A, Bow, New Hampshire,
03304
Office: 603-224-2501

2016 Utility Police Interceptor
AWD Base(K8A)

Selected Options (cont'd)

Code	Description	MSRP
	Destination Charge	\$895.00
TOTAL		\$33,435.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared By: George Harsin Date: 04/27/2015 | Price Level: 615



GRAPPONE FORD
530 Route 3A, Bow, New Hampshire, 03304
Office: 603-224-2501

2016 Utility Police Interceptor
AWD Base(K8A)

Major Equipment

(Based on selected options, shown at right)

3.7L V-6 DOHC w/SMPI 304hp
6 speed automatic w/OD

- * 4-wheel ABS
- * Traction control
- * Advance Trac w/Roll Stability Control
- * Tinted glass
- * Bluetooth wireless streaming
- * Rear child safety locks
- * Variable intermittent speed-sensitive wipers wipers
- * Dual front airbags
- * Airbag occupancy sensor
- * Tachometer
- * Underseat ducts
- * 60-40 folding rear split-bench
- * Axle to end of frame: 46.5"

Exterior:Shadow Black
Interior:Charcoal Black

- * Brake assistance
- * P 245/55R18 BSW AS W-rated tires
- * Air conditioning
- * AM/FM stereo with seek-scan, single in-dash CD player, MP3 decoder, auxiliary audio input, external memory control
- * LED brakelights
- * Dual power remote heated mirrors
- * 18 x 8 steel wheels
- * Driver and front passenger seat mounted side airbags
- * Rear window defroster
- * Message Center
- * Reclining front bucket seats
- * Audio control on steering wheel

Fuel Economy

City
16 mpg



Hwy
21 mpg

Selected Options

MSRP

STANDARD VEHICLE PRICE	\$30,620.00
Order Code 500A	N/C
Engine: 3.7L V6 TI-VCT FFV	N/A
Transmission: 6-Speed Automatic	N/A
3.65 Axle Ratio	N/A
GVWR: 6,300 lbs	N/A
Tires: P245/55R18 AS BSW	N/A
Wheels: 18" x 8" 5-Spoke Painted Black Steel	N/A
Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included
113" Wheelbase	N/A
Monotone Paint Application	N/A
Radio: MyFord AM/FM/CD/MP3 Capable	N/A
2-Tone Vinyl Package #1	\$840.00
Paint Table : Secondary w/Vinyl Wrap	\$0.00
Red/White Dome Lamp In Cargo Area	\$50.00
Dark Car Feature	\$20.00
Driver Only LED Spot Lamp (Unity)	\$395.00
Rear-Door Handles Inoperable/Locks Inoperable	\$35.00
Front Headlamp/Police Interceptor Housing Only	\$125.00
SYNC Basic (Voice-Activated Communications System)	\$295.00
Noise Suppression Bonds (Ground Straps)	\$100.00
Heated Sideview Mirrors	\$60.00
Shadow Black	N/C
Charcoal Black	N/C
Police White Vinyl Wrap	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



GRAPPONE FORD
530 Route 3A, Bow, New Hampshire, 03304
Office: 603-224-2501

2016 Utility Police Interceptor
AWD Base(K8A)

Upfit Options

SUBTOTAL	\$32,540.00
Destination Charge	\$895.00
TOTAL	\$33,435.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared By: George Harsin Date: 04/27/2015 | Price Level: 615

2-Way Communications Service, Inc.
 23 River Road
 Newington, NH 03801



Proposal
 22451
 Date: 5/6/2015

Name / Address:

"Your mission is our purpose."

Phone : 1-800-441-6288

Newmarket Police Department
 70 Exeter Street
 Newmarket, NH 03857

Fax : 603-431-4832

E-mail us : FleetDivision@2-way.biz

Visit our Web Site : www.2-way.biz



P.O. No.:	Rep:
K. Cyr	753

Qty	Item	Description	Total
1	Lighting	2015 Interceptor Utility: Provide & Install Public Safety Lightbar SoundOff Signal nForce 48" Lightbar	1,450.00
2	Lighting	Front Lighting Whelen Ion DUO Blue / White	280.00
2	VTX609B	Vertex™ Super-LED® HAW Lamp. Self Contained. Blue (Single Unit)	150.00
2	Lighting	Side / Intersection Lighting SoundOff Signal Intersector LED Blue	300.00
2	RSB03ZCR	Whelen TIR3 Series Super-LED Lighthouse. Blue	140.00
2	VTX609B	Rear Lighting Vertex™ Super-LED® HAW Lamp. Self Contained. Blue (Single Unit)	150.00
4	RSB03ZCR	Whelen TIR3 Series Super-LED Lighthouse. Blue	260.00
2	RGROMMET	Grommet Mount Kit TIR/LINZ3/6.	14.00
1	IONB	ION™ Series Super-LED Universal Light , w/Universal Mount, Scan-Lock™ Flash Patterns and a 4-wire Pig Tail (BLUE) Black Housing	240.00
1	RBKT7	Vertical Mount License Plate Bracket	23.00
1	PSC0ADCR	Interior Lighting Super-LED Compartment Light, Level 2	65.00
1	Interior Accessories	Whelen 0AC0EDCR 45 Degree Angled White LED Compartment Light	35.00
		Lighting / Siren Controller & Speaker	

2-Way Fleet Division is your full-time, factory trained Vehicle Upfitter.

Providing quality Service since 1954.

Thank you for taking the time to review my proposal. Sign and
 return to accept. Valid for 30 days.

Subtotal

Sales Tax (0.0%)

Total

Signature _____

2-Way Communications Service, Inc.
 23 River Road
 Newington, NH 03801



Proposal
 22451
 Date: 5/6/2015

DIVISION

Name / Address:

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P.O. No.:	Rep:
K. Cyr	753

Qty	Item	Description	Total
1	Lighting Siren	Sound Off 380 Series Remote Siren / Switchbox	540.00
1		Sound Off Ultra Low Profile Siren Speaker	175.00
1	Interior Accessories	Truck Vault Truck Vault T-FDEXRS2-11N-PS-PP-LT	2,150.00
1	Prisoner Transport	Prisoner Transport Aedec ProStraint Prisoner Seat With Center Belts Part Number 5SUVIC1311	825.00
1	10VS-RP Coated Poly	SUV partition w/ recess panel feature with horizontal sliding coated scratch resistant polycarbonate window Vehicle: Ford Interceptor Utility Year: 2015	745.00
1	Interior Accessories WKO-VS-poly	Side Curtain Air Bags: ProGard US2GMADPSC Airbag, Side Curtain Switch	275.00
1		SUV WINDOW BARRIER POLY Vehicle: Ford Interceptor Utility Year: 2015 Door Panel:	249.00
1	PB400-VS	Push Bumper PB-400 High Strength Aluminum Push Bumper (SUV) Vehicle: Ford Interceptor Utility Year: 2015	309.00
		Computer System And Mounting	

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Subtotal

Sales Tax (0.0%)

Total

Signature _____

2-Way Communications Service, Inc.
23 River Road
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P.O. No.:	Rep:
K. Cyr	753

Qty	Item	Description	Total
1	Computer	FZ-G1FA4AXCMWin7 (Win8.1 Pro COA), vPro, Intel Core i5-4310U 2.00GHz, 10.1 WUXGA 10-pt Gloved Multi Touch+Digitizer, 256GB SSD, 8GB, Intel WiFi a/b/g/n/ac, TPM, Bluetooth, Dual Pass (Upper:WWAN/Lower:GPS), Webcam, 8MP Cam, No Drive, Toughbook Preferred	3,179.00
1	Computer	Havis Part # DS-PAN-702 Toughbook Certified Docking Station for Panasonic Toughpad FZ-G1 tablets with Power Supply	625.00
1	Computer	FT-88-911-TP-USB NEMA 4 keyboard, illuminated, plastic keycap, integrated touchpad, USB cable	395.00
1	PKG-PSM-253	2013- Ford Interceptor SUV, Premium PKG-PSM includes a vehicle specific base plate, heavy-duty pole with height adjust handle, swing arm motion device with tilt-swivel and stability support arm	600.00
1	C-UMM-101	Universal Monitor Mount.	65.00
1	Computer	Havis Part # C-ADP-110 C-MD-102 to C-UMM Bracket Assembly	20.00
1	Computer	Havis Part # C-KBM-102 Quick Release Slide For Keyboard Mounting Plate	65.00
1	C-VS-1308-INUT	Console 2013- Ford Interceptor Utility Police Vehicle Specific 21" Console	350.00
1	C-EB25-XTL-1P	Equipment Mounting Bracket (Moto)	0.00
1	Console	C-EB40-SO3-1P Equipment Mounting Bracket	0.00
1	Parts	Filler Plates	0.00
1	C-ARM-103	Molded Armrest with Hinged Cushion	90.00
1	C-CUP2-I	Dual internal cup holder	44.00
1	C-AP-0325	Console, Accessory, Box, Internal mount, 3" Mounting space, 2.5" Deep	48.00
2	C-MCB	Mic-clip Bracket	30.00

2-Way Fleet Division is your full-time, factory trained Vehicle Upfitter.

Providing quality Service since 1954.

Thank you for taking the time to review my proposal. Sign and return to accept. Valid for 30 days.

Subtotal

Sales Tax (0.0%)

Total

Signature _____

2-Way Communications Service, Inc.
 23 River Road
 Newington, NH 03801



Proposal
 22451
 Date: 5/6/2015

Name / Address:

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E-mail us : FleetDivision@2-way.biz

Visit our Web Site : www.2-way.biz



P.O. No.:	Rep:
K. Cyr	753

Qty	Item	Description	Total
1	14.0570	Single Chrome Accessory Outlet	13.00
1	Gun Lock	Gun Lock	200.00
1	TIMER	Santa Cruz SC-917-5-XL Wall Mounted Gun Lock With SC5XL Lock	33.00
1	275-644	Electronic Gun Lock Timer Push Button, Black	4.00
1	Antenna	Antenna System	40.00
1	RDD5229	Laird Technologies - TRA6927M3NB-001 - 4G/3G Multiband Phantom	36.00
2	3080384M48	Antenna, 698-960MHz, 1700-2700MHz, Black, NMO Mount	36.00
1	70337	Heavy Duty 1/4 w/Spring 132-525MHz .	5.00
1	2880376E84	NMO Mount 17' Antenna Cable FME Female crimp for cable group C	3.00
1	CG-X	Installation & Materials	99.00
1	275-0018	CHARGE GUARD automatic on/off timer switch.	6.00
1	HP8	12VDC/30A SPST Illuminated Rocker Switch with Red LED	175.00
1	Fleet Adv	Hardware Package.	1,360.00
1	94293	Fleet Division Advanced Labor. 2013- Interceptor SUV Vent Shades	65.00

2-Way Fleet Division is your full-time, factory trained Vehicle Upfitter.

Providing quality Service since 1954.

Thank you for taking the time to review my proposal. Sign and return to accept. Valid for 30 days.

Subtotal \$15,961.00

Sales Tax (0.0%) \$0.00

Total \$15,961.00

Signature _____

Adamson Industries Corp.
45 Research Dr.
HAVERHILL, MA 01832

Quotation

Quote Number:
16689

Quote Date:
Apr 21, 2015

Tel: 978-374-3300/1-800-232-0162
Fax: 978-975-7168

Page:
1

Quoted to:

NEWMARKET POLICE DEPT
 70 EXETER STREET
 ATTN: ROBERT JORDAN
 NEWMARKET, NH 03857

Customer ID		Good Thru	Payment Terms	Sales Rep	
NEWM NH PD		5/21/15	Net 30 Days	SHIRLEY	
Quantity	Item	Description	Unit Price	Extension	
1.00	LF ENFLB-B1	INTERCEPTOR UTILITY 48" nFORCE LIGHT BAR TD & AL ; BLUE	1,489.00	1,489.00	
2.00	GLL ENFSGS3	nFORCE 12 LED SINGLE DECK/GRILL SPLIT BLUE/ WHITE	115.00	230.00	
2.00	GLL ENFSGS3	nFORCE 12 LED SINGLE DECK/GRILL BLUE	115.00	230.00	
2.00	GLL ENFSRS1	nFORCE 6 LED SINGLE RECESS MNT BLUE	105.00	210.00	
2.00	GLL ENT2B3B	INTERSECTOR LED UNDER MIRROR LIGHT BLUE	150.00	300.00	
1.00	MT PNT1CRV05	2013 INT UTILITY/EXPLR INTERSECTOR MOUNTING WEDGE, PAIR	7.00	7.00	
4.00	GLL ELUC2S010B	UNIVERSAL LED INSERT BLUE	72.00	288.00	
4.00	GLL EL3SNB	LED3 MINI LIGHT BLUE	52.00	208.00	
1.00	MT EL3SNBRK2LPV	LED3 DUAL VERT PLATE BRKT	12.00	12.00	
2.00	MT EL3SNBRK190	LED3 SINGLE 90 DEGREE BRACKET	4.00	8.00	
1.00	UL M84403-A	500 LUMEN, 24 LED, 12" LED INTERIOR CARGO LT	45.00	45.00	
1.00	OR T-FDEXRS2	STD TWO DRAWER FULL LENGTH INT UTILITY VAULT	1,700.00	1,700.00	
1.00	OR V-LIFT001	SPARE ACCESS LIFT ASSIST FOR 2011+EXPL/INT UTIL	450.00	450.00	
1.00	SR ETSA481RSP	nERGY REMOTE 100W SIREN/LIGHT CONTROL	489.00	489.00	
1.00	SR ETSS100N	100N SERIES 100W SPEAKER W/BAIL BRKT	192.00	192.00	
1.00	PT SUVIC1310	2013 UTILITY PRO-STRAINT SEAT &	790.00	790.00	

ALL QUOTATIONS ARE VALID FOR 60 DAYS.
PRODUCTS ARE SUBJECT TO AVAILABILITY.
WOMAN OWNED SMALL BUSINESS

Subtotal	Continued
Sales Tax	Continued
Freight	
Total	Continued

Adamson Industries Corp.
45 Research Dr.
HAVERHILL, MA 01832

Quotation

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Tel: 978-374-3300/1-800-232-0162
 Fax: 978-975-7168

Quote Date:
Apr 21, 2015

Page:
2

Quoted to:

NEWMARKET POLICE DEPT
 70 EXETER STREET
 ATTN: ROBERT JORDAN
 NEWMARKET, NH 03857

Customer ID	Good Thru	Payment Terms	Sales Rep	
NEWM NH PD	5/21/15	Net 30 Days	SHIRLEY	
Quantity	Item	Description	Unit Price	Extension
1.00	PT 10VS RP ITU	SCREEN PKG	650.00	650.00
1.00	SW US2GMADP-P	INT UTILITY BARRIER 439	250.00	250.00
1.00	EP PB400FIU	PASS SIDE AIR BAG SW, 04+F150,11+ IMPALA, INTR SDN/UTL	299.00	299.00
1.00	PT SLWB-FIU	2011+ EXPLR/2013 UTILITY INTR BUMPER	205.00	205.00
1.00		2013 UTILITY POLY WINDOW BARRIER	2,999.00	2,999.00
1.00		FZ-G1FA4AXCM: Win7 (Win8.1 Pro COA),		
1.00		IK-FT-88-911-TP-USB Full-Travel Keystroke Keyboard, Backlit,	375.00	375.00
1.00		HAVIS DS-PAN-702 DOCK	615.00	615.00
1.00		HAVIS C-HDM-153 BASE	85.00	85.00
1.00		HAVIS C-HDM-401 SUPPORT ARM	50.00	50.00
1.00		HAVIS C-HDM-202 9" POLE	125.00	125.00
1.00		HAVIS C-HDM-304 9" FIXED MNT	35.00	35.00
1.00		HAVIS C-MD-202 TILT	65.00	65.00
1.00		HAVIS C-ADP-110 ADAPTOR	15.00	15.00
1.00		HAVIS C-UMM-101 MONITOR MNT	55.00	55.00
1.00		HAVIS C-MM-201 ADAPTOR PLATE	25.00	25.00
1.00		HAVIS C-MM-301 ADAPTOR BRKT	25.00	25.00
1.00		HAVIS C-KEM-102 KEYBRD MNT	55.00	55.00
1.00		HAVIS C-VS-1200-INUT CONSOLE	285.00	285.00
1.00		HAVIS C-800 8" CONSOLE	145.00	145.00
1.00	MT C-ARM-103	FLIP UP CONSOLE MNT ARM REST	75.00	75.00
1.00	MT C-AP-0325	3" ACCY POCKET, 2.5" DEEP	35.00	35.00
1.00	MT C-CUP2-I	4" DUAL CONSOLE MNT CUP HOLDER	32.00	32.00
2.00	MT SMIC	SINGLE MIC CLIP&L-BRKT	14.00	28.00

ALL QUOTATIONS ARE VALID FOR 60 DAYS.
PRODUCTS ARE SUBJECT TO AVAILABILITY.
WOMAN OWNED SMALL BUSINESS

Subtotal	Continued
Sales Tax	Continued
Freight	
Total	Continued

Adamson Industries Corp.
45 Research Dr.
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Page:
3

Quoted to:

NEWMARKET POLICE DEPT
 70 EXETER STREET
 ATTN: ROBERT JORDAN
 NEWMARKET, NH 03857

Customer ID		Good Thru	Payment Terms	Sales Rep	
NEWM NH PD		5/21/15	Net 30 Days	SHIRLEY	
Quantity	Item	Description	Unit Price	Extension	
1.00	SW 14.0570	SINGLE CHROME OUTLET	7.00	7.00	
1.00		MOTOROLA APX6500-05	3,999.00	3,999.00	
1.00		KUSTOM GOLDEN EAGLE DUAL KA	2,700.00	2,700.00	
1.00		SC-917-B-XLH SANTA CRUZ GUNRACK W/ LOCK & SC-7009 TIMER	200.00	200.00	
1.00	SW CG-X	CHARGE GUARD TIMER	89.00	89.00	
1.00		TRA6927M3NB-001 PHANTOM ANTENNA	47.00	47.00	
1.00		EMFLX-M10001 1/4 WAVE FLEX ANTENNA	38.00	38.00	
1.00	CO NMOKNOCONN	17' COAX CABLE	16.00	16.00	
1.00	CO FMECRIMP	FMECRIMP CONNECTOR	4.00	4.00	
1.00	CO MPLCRIMP	MINI UHF CRIMP PLUG	2.00	2.00	
1.00	SW 05.0700.075	75A, 12V, RELAY SPST	45.00	45.00	
1.00	SW 131-0011	80A MANUAL RESET CIRCUIT BREAKER	49.00	49.00	
2.00	SW 46060	6 POSITION FUSE BLK W/GRD	15.00	30.00	
1.00	SW 060-770	ROUND ROCKER SWITCH, BLUE LED	8.00	8.00	
1.00	TR EQUIP-SUV	INSTALL EQUIPMENT	1,500.00	1,500.00	
			Subtotal	21,910.00	
			Sales Tax		
			Freight		
			Total	21,910.00	

ALL QUOTATIONS ARE VALID FOR 60 DAYS.
PRODUCTS ARE SUBJECT TO AVAILABILITY.
WOMAN OWNED SMALL BUSINESS



Ossipee Mountain Electronics, Inc.

Quote QTE007988
 Date 4/23/2015
 Page 1 of 3

Bill To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Ship To
Newmarket Police Dept 70 Exeter Street Newmarket, NH 03857

Customer No.	Salesperson	Shipping Method	Payment Terms
NEX560	Brian Vastine	INSTALL	Net 30

Item	Quantity	Item Number	Description	Unit Price	Ext Price
1	1.00	APX6500LI	APX6500LI VHF High Power Mobile Digital Conventional, 05 Control Head, Control Head Software, No Antenna, Palm Microphone, Speaker 15W Water Resistant, 4 Year SFS Lite, RF Preamplifier.	3,245.25	3,245.25
2	1.00	PROGRAMMING	Programming - (1) APX6500LI mobile	75.00	75.00
3	1.00	ENFLB48P1	Lightbar, nForce, 48", ALL BLUE, TD's & Alleys 48"/6 Mod Base, Alleys Included, (2) 6-LED TD/WL, (10) Single BLUE 6-LED Inboards, (4) Single BLUE 12-LED Corners, Low Profile Fixed Mount & Hook Kit.	1,495.00	1,495.00
4	1.00	PNFLBF03	Hook Kit, 11-13 Expl/PIU, included w/Bar	0.00	0.00
5	2.00	ENFSGS3E	nForce, 12 LED, Deck/Grille Mnt, BLUE/WHITE	119.00	238.00
6	2.00	ENFSGS3B	nForce, 12 LED, Deck/Grille Mnt, Solid, BLUE	119.00	238.00
7	2.00	ENFFTSRFS3B	nForce Fit, 3 LED, Recess Mnt, Solid, BLUE	67.90	135.80
8	2.00	ENT2B3B	Intersector, Under-Mirror LED, w/Brackets, BLUE	159.00	318.00
9	1.00	PNT1CRV05	Bracket, SoundOff ENT2B3(x), '13 Ford PI Utility (PAIR)	12.00	12.00
10	4.00	ELUC2S010B	LED Undercover 2 Insert 10' BLUE	85.00	340.00
11	2.00	ENFFTS DGS3B	nForce Fit, 3 LED, Deck/Grill Mnt, Solid, BLUE	74.20	148.40
12	2.00	ENFFTS SMS3B	nForce Fit, 3 LED, Surface Mnt, Solid, BLUE	67.90	135.80
13	1.00	ETULT12W	Utility Strip Light, LED, 12", Surface Mount, White	49.00	49.00
14	1.00	0AC0EDCR	Light, Compartment, White, LED, 45 Degree Bezel	29.25	29.25
15	1.00	T-FDEXRS2-11N-PS-PP-LT	Storage System, Stnd 2 Drwr, Lift, Cage/K9, 14 PIU	2,195.00	2,195.00
16	1.00	ETSA481RSP	Siren, Rem Mnt, 3 Pos SS, 8 Bttn Light Cntrl, 100W	495.00	495.00
17	1.00	ETSS100N	Speaker, Composite 100N Ser, Univ Bail Brckt	195.00	195.00
18	1.00	SUVIC1313	ProStraint Seat, 13+ Ford PIU, Ctr Belt No Rear Screen	755.00	755.00
19	1.00	10-VSLRP-13 PIU	Partition, Poly-Coated w/Horiz. Slider, RecPnl, 13+ PIU	695.00	695.00
20	1.00	12-VS-13 PIU	Partition, Rear Expanded Steel Screen, 13+ PIU	399.00	399.00
21	1.00	PB400VS-AL-PIU	Push Bumper, 13 PI Utility, Aluminum	329.00	329.00
22	1.00	WBP-VS-13PIU	Window Bars, PolyCarb, CLEAR, '13 Interceptor Utility	219.00	219.00
23	1.00	FZ-G1FA4AXCM	Tablet, Panasonic G1, 8GB, 256GB SSD, Win7(8COA) Windows 7 Professional (with Win 8.1 Pro COA), Intel Core i5-4310U 2.0GHz, 10.1" WUXGA Gloved Multi Touch + Digitizer LCD, 256GB Solid State Drive, 8GB, Wi-Fi, Bluetooth, Dual Pass (Upper WWAN / Lower GPS), Camera, Webcam, TPM 1.2, Toughbook Preferred.	3,149.00	3,149.00

Quoted By: _____	Accepted By: _____	Date: _____	19,435.45
*** Continued ****			0.00
			360.00
			19,795.45

Ossipee Mountain Electronics, Inc. PO Box 950 832 Whittier Highway Moultonboro, NH 03254
 TEL: (603) 476-5581 Toll Free: (800) 639-5081 Fax: (603) 476-5587
 www.omesbs.com



Quote **QTE007988**
Date **4/23/2015**
Page **2 of 3**

Bill To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Ship To
Newmarket Police Dept 70 Exeter Street Newmarket, NH 03857

Customer No.	Salesperson	Shipping Method	Payment Terms
NEX560	Brian Vastine	INSTALL	Net 30

Item	Quantity	Item Number	Description	Unit Price	Ext Price
24	1.00	DS-PAN-702	Docking Station, G1 Tablet, w/Power Supply	625.00	625.00
25	1.00	SOCOOL/BKL/05/B5	Keyboard, Rugged, Touchpad, RED Backlit	379.00	379.00
26	1.00	C-HDM-153	Titan Mounting Base, 2011+ EXPLORER/PIU	89.00	89.00
27	1.00	C-HDM-401	Titan, Side Mount Support Arm	54.30	54.30
28	1.00	C-HDM-202	Titan, 9" Telescoping Pole	129.00	129.00
29	1.00	C-MD-102	Swing Arm, Slide-Out, Tilt Swivel w/Short Handle	249.00	249.00
30	1.00	C-ADP-110	Adapter, Mounts C-UMM to C-MD-100 Series	19.00	19.00
31	1.00	C-UMM-101	Monitor Mount Assembly, Project 54, XENARC 1040TS	59.00	59.00
32	1.00	C-MM-201	Mount, Adapter Plate, VESA	29.00	29.00
33	1.00	C-MM-301	Mount, Adapter, Bracket	29.00	29.00
34	1.00	C-KBM-107	Mount, Keybrd, Quick Rel Slide, for So Cool	57.95	57.95
35	1.00	C-VS-1200-INUT	Console, 12", 2013+ Ford PI Utility	289.00	289.00
			C-FP-05 □ .5" Filler		
			C-EB25-XTL-1P □ APX6500 05		
			C-EB40-SO3-1P □ ETS4481RSP		
			C-FP-25 □ 2.5" Filler		
			C-FP-25 □ 2.5" Filler		
36	1.00	C-800	Console, 8" Enclosed, Heavy-Duty, Horizontal	149.00	149.00
			C-FP-1 □ 1" Filler		
37	1.00	C-ARM-103	Armrest, Console, Hinged Pad	79.00	79.00
38	1.00	C-AP-0325	Accessory Pocket, Internal Mount 3" High, 2.5" Deep	39.00	39.00
39	1.00	C-CUP2-I	Cup Holder, Dual Internal, C Series Consoles	35.00	35.00
40	2.00	C-MCB	Mic Clip Bracket	14.70	29.40
41	1.00	14-570*	Able-2 Chrome Power Outlet	8.85	8.85
42	1.00	14-571	Able-2 Chrome Power Outlet Mounting Bracket	2.00	2.00
43	1.00	SC-917-B-XLH	Gun Rack, Adj. Wall/Trnk/Mtg, SC5XL Lock, HC Key	170.85	170.85
44	1.00	CG.X	ChargeGuard On/Off TimerSwitch, 30Amp (315672)	95.00	95.00
45	1.00	TRA6927M3NB-001	Antenna, Phantom, 4G/3G, Gain, NMO, BLACK	44.55	44.55
46	1.00	EMFLX-M10001	Antenna, VHF/UHF Broadband 1/4 Wave, Flex, BLK	39.00	39.00
47	1.00	RFE6050-C	FME Female Crimp Conn RG58	5.10	5.10
48	1.00	CMUHF58	Mini UHF Crimp Conn, MALE	1.55	1.55
49	1.00	R1	Solenoid ,12V, 85 Amp Continuous, S.P.S.T. Federal (67010)	35.00	35.00
50	1.00	2750712	Switch, Illuminated Rocker, SPST	8.40	8.40
51	1.00	MISC-	Wire, wire ties, fuses, fuse holders, loom, etc.	195.00	195.00

Quoted By: _____	Accepted By: _____	Date: _____	19,435.45
*** Continued ****			0.00
			360.00
			19,795.45



Quote QTE007988
 Date 4/23/2015
 Page 3 of 3

Bill To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Ship To
Newmarket Police Dept 70 Exeter Street Newmarket, NH 03857

Customer No.	Salesperson	Shipping Method	Payment Terms
NEX560	Brian Vastine	INSTALL	Net 30

Item	Quantity	Item Number	Description	Unit Price	Ext Price
52	1.00	LABOR	LABOR Install new & existing equipment into a new 2016 Ford PIU.	1,600.00	1,600.00

Quoted By: _____	Accepted By: _____	Date: _____	Subtotal	19,435.45
PRICE QUOTE GOOD FOR 30 DAYS DELIVERY: 45 DAYS ARO TERMS: NET 30 DAYS INSTALL AT OUR LOCATION			Additional Discount	0.00
			Freight	360.00
			Total	19,795.45

4/1/2015	Town of Newmarket				
Carol Sheehan	Capital Reserve Overview				
		Balance	FY 14/15	FY 14/15	Remaining
	Account #	7/1/2014	Additions	Resolutions	Balance
Public Works	01-490-900-0012	503,188	130,882	(146000)	488,070
Fire	01-490-900-0016	227,052	50,408	0	277,460
Library	01-490-900-0017	129,372	194	0	129,566
Police Vehicles	01-490-900-0018	120,797	50,249	0	171,046
Dispatch/Police Equipment	01-490-900-0019	102,200	153	0	102,353
Building Improvements	01-490-900-0020	309,663	460	(10000)	300,123
Municipal Trans.Fund	01-213-000-3110	115,194	224	0	115,418
Town Clock	01-490-900-0022	8,772	13	0	8,785
Recreation Facilities	01-490-900-0021	162,908	5,251	0	168,159
Community Recreation		84,186	126	0	84,312
Technology	01-490-900-0076	27,380	10,055	0	37,435
Dam Capital Reserve.	01-490-900-0078	4	5	0	9
Cemeteries	01-490-900-0079	8,140	12	(2140)	6,012
Veterans Memorial Trust	01-490-900-0080	17,751	34	1141	18,926
Cable TV	01-490-900-0034	71,678	108	0	71,786
Sidewalk Development		0	0	0	0
Downtown TIF	09-500-825-0181	696,247	1,143	0	697,390
Revaluation	01-490-900-0011	40,002	10,052	(46800)	3,254
Downtown Infrastructure		34	0	0	34
Health Trust		1,115	2	0	1,116
Storm Wtr Mgt	01-490-900-0085	10,000	41,184	0	51,184
300th Anniv.Celebration	01-490-900-0086	0	2,003	0	2,003
Compensated Absence	01-490-900-0087	0	29,540	0	29,540
Total General Fund		2,635,684	332,098	(203,799)	2,763,983
Water Capital Reserve		1,178,999	362,262	(1,089,230)	452,031
Water Surplus		2	0	0	2
Sewer Capital Reserve		725,372	101,252	0	826,624
Total Capital Reserve		4,540,057	795,613	(1,293,029)	4,042,641

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution # 2014/2015 -58

Purchase of an APC Symetra Power Module to Replace a Similar Unit in the Police Dispatch Center

WHEREAS, the Police Department Dispatch Center seeks to replace a power module for the battery backup system that is over fifteen years old and has failed and cannot be replaced; and

WHEREAS, the battery backup system is critical to the ability of the dispatch center to function during power outages; and

WHEREAS, the cost of replacing the power module is \$1,289.79; and

WHEREAS, the Dispatch Capital Reserve Fund currently has a balance of \$102,353.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve the purchase of a new power module at a price of \$1,289.79, and further approves the withdrawal of said costs from the Dispatch Capital Reserve Fund and to authorize the Town Administrator to execute any associated agreements.

First Reading: May 20, 2015

Second Reading: June 3, 2015

Approval: June 3, 2015

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

Inter-Office Memorandum

May 27, 2015

TO: Town Administrator Fournier

FROM: Chief Cyr

RE: Background Information regarding the Council Resolutions for June 3rd.

Police Cruiser & Cruiser Mobile Radio

I have attached the state Bid Quote from Grappone Ford for the vehicle and three quotes from outfitters who will up build the cruiser from the base vehicle we receive from Ford. The up build takes about three weeks. At some point either prior to the up build or directly after, we will have the vehicle lettered. I usually use NH Signs out of Londonderry for this task, because they already have the pattern for the decals and they know exactly what we want. The cost of the decals and lettering is about \$400.00. I did not solicit three quotes for the lettering.

The up build quotes are from three well known vendors that we have used in the past:

2-Way Communications

Adamson Industries

Ossipee Mountain Electronics

All three vendors have included the cost of the Cruiser Mobile Radio in their bids since they will be responsible for programing the radio and installing it in the cruiser.

APX Power Module for Dispatch

This item was purchased directly from the manufacturer to replace a defective part in the system. It was a single source vendor. The item has been purchase and was installed by town employees and the bill has been paid. The reason we are seeking reimbursement through the Dispatch CIP is to cover a large unforeseen expenditure. It was originally thought that the entire power unit needed replacement but we were able to replace just the defective piece.

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution #2014/2015-59

Purchase of Two Nitronox Field Units for Fire/Rescue Department

WHEREAS, the Fire Department has requested an Ambulance Revolving Fund transfer of \$8,000 for the purchase of two Nitronox Field Units, and

WHEREAS, Notronox Field Units delivers nitrous oxide for the management of severe pain from injuries, such as broken bones, dislocations, and back injuries, and

WHEREAS, the Ambulance Revolving Fund has \$189,017 available for expenditure as of April 30, 2015.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby authorize a transfer of \$8,000 from the Ambulance Revolving Fund for the purchase of two Nitronox Field Units.

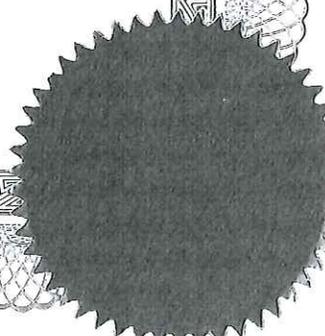
First Reading: May 20, 2015

Second Reading: June 3, 2015

Council Approval: June 3, 2015

Approved: _____
Philip Nazzaro, Town Council Chairman

A True Copy Attest: _____
Terri Littlefield, Town Clerk



INTEROFFICE MEMORANDUM

TO: STEVE FOURNIER, TOWN ADMINISTRATOR
FROM: RICK MALASKY, FIRE CHIEF
SUBJECT: NITRONOX FIELD UNIT PURCHASE
DATE: 5/11/2015

I am requesting that the Town Council approve the release of \$8,000 from the Ambulance Revolving Fund for the purchase of two Nitronox Field Units. These units are newly available from a company called Porter, a medical and dental product manufacturer. The unit administers nitrous oxide which has recently been included in NH Patient Care Protocols for use as a potent analgesic (for treating pain.) Nitrous oxide is used in the management of **severe pain**, resulting from injuries such as broken bones, dislocations and back injuries, a frequent reason for emergency calls.

Currently we do not have any medications on the ambulance to treat pain. We are only able to provide stabilization and positioning of the injury to provide comfort. This method is ineffective because a considerable amount of motion is necessary to load the patient into the ambulance. Patients often suffer injuries in staircases and other difficult to access areas which further complicates this pain management technique.

An intercept paramedic service such as Exeter ALS can provide narcotic pain management to our patients. Unfortunately there is usually a delay between our arrival and the arrival or intercept of the paramedic. Often, environmental conditions or other concerns require moving the patient prior to the arrival of a paramedic. Additionally, nitrous oxide is better suited to treat pain in this scenario because it works quickly and is self-administered by the patient.

The unit is available from a single source supplier: Henrey Schien Dental supply in Waltham MA. The price of the unit is \$3,750.00 ongoing costs include replacement masks at \$3 each and a fee of \$50 to refill bottles when depleted. Once every 2 years the unit requires a calibration by the manufacturer at a cost of \$245.00.

This unit will greatly enhance our service to the community especially for those patients that have suffered a very painful injury. Combining early nitronox with narcotic medications later will provide for short term acute pain management followed by long term comfort measures. This treatment plan will minimize unnecessary pain and discomfort for our patients and is a justifiable and appropriate use of the ambulance

fund. Please find enclosed in this letter a product description document and a copy of the New Hampshire Patient Care Protocol for pain management.

There is currently \$189,016 in the Ambulance Revolving Fund.

Please let me know if you have any questions.

Run: 5/08/15
10:07AM

Balance Sheet
Town of Newmarket
As Of: MAY 2015, GL Year 2015

Page: 1
CAROL
BalanceSheet

Account Number		Balance
14 AMBULANCE REVOLVING FUND		
Assets		
14-105-000-3103	AMBULANCE REVOLVING-CITIZENS INVESTMENT	249,848.24
14-113-000-3001	AMBULANCE REVOLVING - TO/FROM GENERAL FUND	(60,831.40)
	Totals Assets	189,016.84
Liabilities		
14-201-000-4001	AMBULANCE REVOLVING - ACCOUNTS PAYABLE	0.00
	Totals Liabilities	0.00
Fund Balance		
14-220-000-3211	AMBULANCE REVOLVING - RESERVE FOR ENCUMBRANCE	
	Prior Year Expenditure	0.00
	Prior Year Unencumbered Funds	0.00
	Net Expenditure And Unencumbrances	0.00
	Total AMBULANCE REVOLVING - RESERVE FOR ENCUMBRANCE	0.00
14-220-000-4015	AMBULANCE REVOLVING - RESERVE FOR FUND BALANCE	
	Current Year Revenue	45,018.33
	Current Year Expenditure	0.00
	Current Year Encumbrances	0.00
	Prior Year Unencumbered Funds	0.00
	Net Revenue, Expenditure And Encumbrances	45,018.33
	Total AMBULANCE REVOLVING - RESERVE FOR FUND BALANCE	189,016.84
	Total All Fund Balance Accounts	189,016.84
	Total Liabilities and Fund Balance	189,016.84
	Balance 14 AMBULANCE REVOLVING FUND	0.00
	Grand Total	0.00

Porter Nitronox™ Field Unit

Portable, Demand Flow Nitrous Oxide
And Oxygen Analgesia System

The Trusted Name
In Nitrous Oxide

Patient Self-Administered
Fixed 50/50 N₂O and O₂

Fast Acting
Short Duration Of Effect



The Porter Nitronox™ Field Unit
can provide on-the-spot inhalation
analgesia, bringing relief to
suffering patients at the scene
of an injury.



Nitronox is a patient self-administered, demand-flow system that delivers a safe and effective mixture of 50% nitrous oxide and 50% oxygen through a hand-held demand valve. The Nitronox system easily connects to small, custom nitrous oxide cylinders and your standard oxygen supply.

Pain relief starts within minutes after inhalation. Once inhalations are discontinued, the effect of the nitrous oxide is quickly reversed by breathing room air.

That means you can take care of your patients, while they manage their own pain safely and effectively.

Nitronox – For effective and fast, yet safe pain relief.

Get more information at: www.porterinstrument.com/nitronox



The Porter Nitronox™ Field Unit provides fast, effective and convenient pain management in emergency settings.

Control your patient's pain and anxiety at the scene of an injury, with the fast, effective Porter Nitronox™ Field Unit, a compact nitrous oxide system that fits easily into an ambulance.

The features of the Nitronox unit protect your patients while relieving pain.

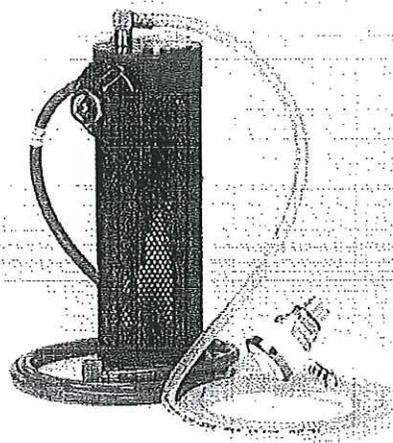
- **Patient self-administered**
A hand-held supply valve is activated only by the patient's inhalation.
- **Preset 50/50 mixture of N₂O/O₂** eliminates the risk of delivering a hypoxic dose.
- **100% O₂ capability** In the event of N₂O depletion, the patient gets 100% oxygen.
- **O₂ enrichment** In the event of shallow breathing, the unit will automatically increase O₂ percentage.
- **Quick disconnect** Allows for easy removal and storage of the patient demand valve.

NOX-5000E Nitronox Field Unit Package

Includes Nitronox Mixer, Nitrous Oxide Demand Valve (with delivery hose and quick connect), Oxygen Hose (with DISS connection), 2 Nitrous Oxide Cylinders (empty), and Soft Carry Case.

Service and Calibration Testing available.

Call for information on Trade-In Options.



Contact Information:

Porter Instrument Division
Mike Civitello – Medical Product Manager
Email: michael.civitello@parker.com
Tel: 215-660-8224
Fax: 215-723-5106
www.porternitronox.com

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• SAFE • PATIENT SELF-ADMINISTERED
• FAST-ACTING • SHORT DURATION OF EFFECT

2.14A Pain Management - Adult

EMT STANDING ORDERS

E

- Routine Patient Care.
- Have the patient rate his/her pain from 0 to 10, or use another appropriate pain scale.

ADVANCED EMT STANDING ORDERS

A

- Nitronox: The patient must be able to self-administer this medication.
- Nitronox is contraindicated in abdominal pain, pneumothorax, head-injured, or diving-emergency patients.
 - Note: Nitronox may only be used if the patient has not received an opiate.

PARAMEDIC STANDING ORDERS

P

Unless the patient has altered mental status may consider one of the following for pain control:

- Ketorolac 15 – 30mg IV or 30 – 60mg IM (no repeat).
 - Consider as first line in renal colic.
- One of the following opiates:
 - Fentanyl 25 – 100 micrograms slow IV, 50 – 100 micrograms IM/IN, every 5 minutes to a total of 300 micrograms IV/IM/IN, **OR**
 - Morphine 1 – 5mg IV/IM every 10 minutes to a total of 15mg titrated to pain relief and if systolic BP is >100 mmHg
Antidote: For hypoventilation from opiate administration by EMS personnel, administer naloxone 0.4mg SQ/IV/IM/IN/ETT as needed.
- For nausea: see Nausea/Vomiting Protocol.
- **Contact Medical Control for guidance in patients with:**
 - Altered mental status or
 - Additional doses of a medication, or
 - Benzodiazepines administration in conjunction with narcotic administration for patients with musculoskeletal spasms.



Medical Protocol 2.14A



- Avoid Ketorolac in patients with NSAID allergy, aspirin-sensitive asthma, renal insufficiency, pregnancy, or known peptic ulcer disease.
- Medications should be administered cautiously in frail or debilitated patients; lower doses should be considered.
- A scavenger and ventilation fan should be used while administering Nitronox.

PEARLS:

- Place the patient in a position of comfort, if possible.
- Give reassurance, psychological support, and distraction.
- Avoid coaching the patient; simply ask them to rate his/her pain on a scale from 0 – 10, where 0 is no pain at all and 10 is the worst pain they have ever experienced.
- Reassess the patient's pain level and vital signs every 5 minutes.
- Narcotics are not recommended for first line treatment of headache and should be reserved for severe headaches only.

TOWN OF NEWMARKET, NEW HAMPSHIRE

By the Newmarket Town Council

Resolution #2014-2015-60

Authorizing the Town Administrator to Enter into and Agreement with Wright-Pierce Engineers for Construction Services and Oversight for the Wastewater Treatment Plant Upgrade Project

WHEREAS, the Town of Newmarket is required by the EPA Administrative Order of Consent to construct a wastewater treatment facility to remove total nitrogen to meet an 8 mg/L limit, and

WHEREAS, the reduction of total nitrogen will improve the water quality in the Lamprey River and Great Bay, and

WHEREAS, The New Hampshire Department of Environmental Services requires that the Town retain during construction the services of a qualified engineering firm that was selected through a qualifications-based selections process,

WHEREAS, Wright-Pierce was selected through a qualifications-based selection process as required by the New Hampshire Department of Environmental Services, and

WHEREAS, Wright-Pierce has completed Design for the Wastewater Treatment Plant Upgrade Project.

NOW, THEREFORE, LET IT BE RESOLVED, the Newmarket Town Council and Town Treasurer with the approval of the Town Administrator are hereby authorized to engage Wright Pierce for \$1,173,100.00 for construction services and oversight for the Wastewater Treatment Plant Upgrade Project.

First Reading: May 20, 2015

Second Reading: June 3, 2015

Approval: June 3, 2015

Approved: _____

Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____

Terri Littlefield, Town Clerk

**ENGINEERING CONSTRUCTION PHASE
CONTRACT FOR PROFESSIONAL SERVICES
FOR
TREATMENT WORKS**

CITY/TOWN OF NEWMARKET, NEW HAMPSHIRE

This AGREEMENT made and entered into at Rockingham County, New Hampshire, this _____ day of _____ 2015, by and between City/Town of Newmarket hereinafter called the OWNER, and Wright-Pierce hereinafter called the ENGINEER.

WITNESSETH:

WHEREAS, the OWNER intends to construct Treatment Works _____

WASTEWATER TREATMENT FACILITY UPGRADE

hereinafter called the PROJECT, and

WHEREAS, professional sanitary engineering services will be required for construction administration, resident engineering and related services, and

WHEREAS, such services are of a distinct professional nature and hence not subject to the bidding process,

NOW THEREFORE, in consideration of these premises and of the mutual covenants herein set forth, the OWNER hereby employs the ENGINEER to furnish the following engineering services in connection with the proposed PROJECT; and it is agreed by and between the OWNER and the ENGINEER as follows:

I. Services to be Performed by the ENGINEER

A. Upon execution of this AGREEMENT, the ENGINEER shall proceed with the general administration of construction and full-time inspection by qualified personnel of the contractor's work to assure compliance with the contract documents and any coincident or subsequent changes or change orders for the construction of the treatment works for the Town of Newmarket.

Said services shall include, but shall not necessarily be limited to:

1. General Construction Administration

- a. Updating and modifications of contract documents to meet changed site and project conditions or variations in State or Federal requirements.
- b. Assistance in securing construction bids, conduct bid opening, tabulation and analysis of bids, and recommendation regarding award of contract. A copy of the bid analysis will be furnished to the Department of Environmental Services, Water Division, hereinafter called the DIVISION, and EPA. (Where applicable)
- c. Completion of formal contract documents for the award of contracts.
- d. Checking detail construction, shop and erection drawings submitted by the contractor.
- e. Reviewing laboratory, shop, and mill test reports of materials and equipment.
- f. Preparation of drawings and technical material as required to supplement and/or clarify the contract documents.
- g. Review, verification, and approval of estimates for periodic and final payments to the contractors for submittal to the OWNER and the DIVISION.
- h. Periodic inspection of work and final inspection.
- i. Observing and reporting performance and qualifying tests required by specifications.

j. Keeping daily records of construction progress and compiling same into progress reports for submission to the OWNER and DIVISION.

k. Verifying and keeping records of construction items of work accomplished for use as a basis of checking contractors' monthly estimates.

l. Consultation and advise during construction.

m. Determination of need for and preparation of change orders for approval by the OWNER and DIVISION based on conditions found during construction and/or additions or modifications to the work requested by the OWNER and approved by the ENGINEER and the DIVISION and implemented at a price recommended by the ENGINEER as equitable. For change order items exceeding \$10,000, the ENGINEER shall prepare an independent cost estimate.

n. Determination of "equality" for substitution of materials and equipment specified and securing DIVISION approval thereof.

o. Provide and maintain construction control lines and grades. For sewers - offset lines and grade elevations, with cut depths at manholes; at treatment plant and pumping station sites - base lines for layout and benchmarks.

p. Preparation of application, supporting and associated documents for Federal, State, and other grant or loan programs, including monthly reimbursement requests.

q. Preparation of certificate of substantial completion and contract completion.

r. Assist the OWNER in obtaining the required project related approvals of State and Federal agencies.

2. Resident Inspection and Other Special Services

a. The ENGINEER agrees to provide *one qualified Resident Project*

Representative (RPR) on the project site (*full time*) to assist the ENGINEER in the work of General Administration as described under I(A) and in observing construction activity for compliance with the contract documents and any associated change orders. The DIVISION shall be notified in writing of the name of the resident engineer, assistant engineers, and construction inspectors, and shall be provided with a brief history of the resident engineer's construction experience. The resident engineer and his inspectors shall be in the employ of and under direct control of the ENGINEER. It is further agreed that failure of the resident engineer to administer the PROJECT to the satisfaction of the DIVISION or OWNER is deemed to be sufficient basis for his removal from the PROJECT and replacement.

b. The ENGINEER agrees to provide supervision of initial start-up and operation and for services during the twelve-month warranty period and to prepare the ~~Project Performance Certification~~ and associated documentation.

c. Preparation of an *Operation and Maintenance Manual* for approval by the DIVISION. After DIVISION approval, the ENGINEER agrees to supply five (5) sets of the completed manual, one (1) of which will be for the DIVISION.

d. Preparation of record drawings of the work as constructed. Three (3) sets of prints to be furnished, one (1) of which shall be for the DIVISION.

II. The OWNER'S Responsibilities

A. Assist the ENGINEER by placing at his disposal all available information pertinent to the PROJECT, including previous reports and other data relative to the reports.

B. Make provisions for the ENGINEER to enter upon public and private lands, municipal facilities and industrial establishments as required to perform work under this AGREEMENT.

C. The OWNER also agrees to comply with DIVISION and Federal (Where applicable) requirements as they relate to this project.

III. Compensation to be Paid the ENGINEER

A. Method of Payment - Amount of Fee

1. Payment to the ENGINEER, for services rendered, shall be according to the following schedule:

Statements will be rendered (with modifications if necessary) monthly with billing by the hour and rate by labor category with mark-up and incidental expenses in accordance with the attached fee schedule.

2. The OWNER agrees to pay and the ENGINEER agrees to accept for all services under this AGREEMENT, a fee not to exceed

One Million One Hundred and Seventy Three Thousand One Hundred

_____ Dollars

(\$ 1,173,100.00).

B. Limits of All Payment

1. The ENGINEER further agrees that the following fee for his services under I(A)(1), for Construction Administration on this PROJECT, (exclusive of work performed by resident engineering staff) is adequate to complete the work and shall not exceed

Five Hundred and Ninety Four Thousand, Five Hundred and Thirty Seven

_____ Dollars
(\$ 594,537.00).

2. Payment to the ENGINEER for resident engineering and other special services shall be as follows:

a. Resident engineering and supporting staff (as agreed to by the OWNER and DIVISION) as described under I(A)(2)(a) for a period of 536 working days, an amount not to exceed

Three Hundred Eighty Six Thousand, One Hundred

_____ Dollars
(\$ 386,100.00).

Overtime shall be converted to equivalent fractions of 8-hour days. If the number of working days for inspection personnel stated above is not sufficient to provide adequate inspection of the PROJECT, it is agreed that the additional cost of resident services may be negotiated with the OWNER and the DIVISION.

b. For supervision of initial start-up and operation of the project and Project Performance Certification as described under I (A)(2)(b), during a period of Twelve (12) months, an amount not to exceed Ninety Eight Thousand, Seven Hundred and Eighteen Dollars (\$ 98,718.00).

c. For preparation of the Manual as described under I (A)(2)(c) and instructions on its use, an amount not to exceed Thirty Seven Thousand, Two Hundred and Nineteen Dollars (\$ 37,219.00).

d. For special services, an amount equal to the actual cost of such work. The actual cost shall include compensation to the ENGINEER for his work on these services. The ENGINEER also assures the OWNER that the moneys to be paid under this item are adequate for the work proposed and shall not exceed

Not applicable (HTE) Dollars (\$ _____).

e. For preparation of the Record Drawings as described under I (A)(2)(d), an amount not to exceed Thirty Seven Thousand, Nine Hundred and Seventy One Dollars (\$ 37,971.00).

IV. Additional Covenants

A. The ENGINEER agrees to provide in active charge of this PROJECT for the life of the contract a Project Engineer who is a permanent employee of the ENGINEER and who is a "qualified sanitary engineer" as defined under the DIVISION'S "Rules and Regulations for the Prequalification of Consulting Engineers". The Project Engineer shall be*

Timothy R. Vadney, PE - Wright-Pierce
(name and address)

230 Commerce Way, Suite 302, Portsmouth, NH 03801

* *Resume clearly describing the candidate's qualifications for the assignment is appended for convenience of reference.*

Any proposed change in identity of the Project Engineer on the PROJECT shall first be approved by the DIVISION before transfer of responsibility is made. Failure of the Project Engineer to administer the PROJECT to the satisfaction of the OWNER and/or DIVISION is deemed sufficient basis for his removal and replacement.

B. The ENGINEER agrees to be solely responsible for all bills or claims for payment for services rendered by others and for all services and materials employed in his work, and to indemnify and save harmless the OWNER, and all the OWNER'S officers, agents and employees against all suits, claims or liability of every name and nature arising out of or in consequence of the negligent acts or failures to act of the ENGINEER or others employed by him in the performance of the work covered by this AGREEMENT.

C. The ENGINEER further agrees to procure and maintain at his expense such workmen's compensation insurance as is required by the statutes and public liability insurance in amounts adequate to provide reasonable protection from claims for bodily injury, death or property damage which may arise from his performance and the performance of his employees under this AGREEMENT.

D. The ENGINEER shall secure and maintain for the duration of this AGREEMENT a General Liability Insurance policy in the amount of not less than One Million Dollars (\$1,000,000) per occurrence and Professional Liability Insurance policy in the amount of not less than Two Million Dollars (\$2,000,000) at no cost to the OWNER. An insurance certificate shall be supplied to the OWNER by the ENGINEER. The OWNER shall be named as an additional insured on the General Liability Insurance policy. A condition of the insurance coverage shall be thirty (30) days notice to

the OWNER upon cancellation of the policy. The ENGINEER shall also provide the OWNER certificates of renewal for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy.

E. The OWNER shall secure and maintain for the duration of this AGREEMENT Automobile Liability Insurance covering the operation of all motor vehicles, including those hired and borrowed, used by the OWNER in connection with this AGREEMENT at no cost to the OWNER. The coverage of said insurance policy shall be in the amount of not less than Five Hundred Thousand Dollars (\$500,000) for all damages arising out of bodily injuries to or death of one person and subject to that limit for each person, a total limit of at least One Million Dollars (\$1,000,000) for all damages arising out of bodily injuries to or death of two or more persons in any one accident or occurrence. An insurance certificate shall be supplied to the OWNER by the ENGINEER. The ENGINEER shall also provide the OWNER certificates of renewal for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy.

F. By signing this AGREEMENT, the ENGINEER agrees, certifies, and warrants that the ENGINEER is in compliance with, or exempt from, the requirements of New Hampshire RSA Chapter 281-A, regarding workers' compensation insurance. The ENGINEER shall maintain statutory workers' compensation insurance coverage for all of its employees as required by said laws.

G. All documents, including original drawings, design calculations, work sheets, field notes, estimates, and other data shall remain the property of the OWNER; they shall be transmitted to the OWNER in clean and orderly condition on demand by the OWNER; however, these may be left in the possession of the ENGINEER at the OWNER'S discretion.

H. The ENGINEER shall not sublet, assign or transfer any part of the ENGINEER'S services or obligations (except special services) under this AGREEMENT without the prior approval and written consent of the OWNER, and the contract shall be binding upon and inure to the benefit of the parties, their successors and assigns.

I. It is further agreed that before any construction is undertaken the ENGINEER will assist the OWNER or his authorized agent in providing the DIVISION with clear documentation certifying that the purchases of

land have been secured to provide for location of the treatment works and other associated structures and equipment as shown on the construction plans or described in the specifications. Similar documentation shall be submitted on approvals from the State Highway Department regarding location of the treatment works and other project related facilities within rights-of-way and other lands under its jurisdiction.

J. The ENGINEER also agrees to provide in active residence and full time control at the site of the proposed construction a DIVISION approved ~~registered civil-engineer~~ *qualified project representative and DIVISION approved inspectors (full-time, part-time)* as needed with the experience and other approved background to assist the ENGINEER in the work of General Administration and to assure contractors conformance with the plans and specifications and any approved coincident or subsequent changes or change orders related to the PROJECT. The resident ~~registered-engineer representative~~ for the life of this contract shall be

To be provided for review and acceptance prior to on-site construction

(Name and Address)

(Append resume describing Candidate's qualifications)

Any Proposed change in the identity of the resident ~~engineer representative~~ on this PROJECT must first be approved by the DIVISION before transfer of responsibility is made. Additionally, if it is found by the DIVISION that a resident ~~engineer representative~~ (or inspector) cannot or will not administer the PROJECT in a manner satisfactory to the DIVISION, the ENGINEER agrees to replace him promptly upon receipt of a written request from the DIVISION with a qualified resident ~~engineer representative~~ who will acceptably administer the PROJECT. It is further agreed that failure of the ENGINEER to abide by the above covenant is sufficient cause for removal from the DIVISIONS Roster of Prequalified Engineers

K. This AGREEMENT shall be deemed to have been entered into in the State of New Hampshire and shall be construed in accordance with the laws of the State of New Hampshire.

V. Termination

A. The OWNER shall have the right at any time for any reason whatsoever to interrupt or terminate the

work required of the ENGINEER under this AGREEMENT, with a seven (7) day written notice of such interruption or satisfaction of the DIVISION and the OWNER, and pursuant to this AGREEMENT. In order that the ENGINEER shall receive payment under termination notice, all plans, drawings, tracings, field notes, estimates, specifications, proposals, sketches, diagrams, and calculations, together with all other materials and data prepared in connection with the PROJECT shall be transmitted to the OWNER in a form acceptable to the OWNER and DIVISION.

IN WITNESS WHEREOF, the parties hereto have affixed their hand and seals at Rockingham County, New Hampshire, the day, month, and year first above written.

ENGINEER:

WRIGHT-PIERCE

By: _____
(Authorized Representative*)

Date: _____

OWNER:

By: _____
(Authorized Representative*)

Date: _____

APPROVED: **

DEPARTMENT OF ENVIRONMENTAL SERVICES
Water Division

By: _____
(Authorized Representative)

Date: _____

APPROVED:

RURAL DEVELOPMENT

By: _____
(Authorized Representative)

Date: _____

* Signatures should be supported by appropriate document.

** It is agreed that as an act in furtherance of its statutory authority to approve engineering agreements for treatment works, the DIVISION's approval does not impose any contractual obligation or liability on the State of New Hampshire, the Department of Environmental Services or the Division.

**WRIGHT-PIERCE
CERTIFICATE OF VOTE**

I, Walter J. Flanagan III, hereby certify that I am the duly elected clerk of Wright-Pierce.

I certify that the following is a true copy of a vote taken at a meeting of the board of directors of the corporation, duly called and held on April 1, 2015, at which a quorum of the board was present and voting.

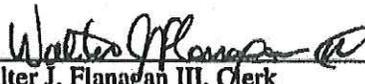
VOTED:

That any one or all of the following officers of Wright-Pierce, on behalf of the corporation, are authorized to execute all Wright-Pierce contracts, both service agreements and general contractual obligations:

John W. Braccio, President
William E. Brown, Chairman
Peter C. Atherton, Vice President
Paul F. Birkel Vice President
Richard N. Davee, Vice President
Jonathan C. Edgerton, Vice President
Walter J. Flanagan III, Vice President
Michael D. Giggey, Vice President
Jeffrey P. Musich, Vice President
John R. Nelson, Vice President
Christopher N. Pierce, Vice President

I hereby certify that said vote has not been amended or repealed and remains in full force and effect.

seal


Walter J. Flanagan III, Clerk

Date: 4/27/15

RURAL DEVELOPMENT SUPPLEMENT

1. The ENGINEER will attend conferences with the OWNER, representatives of RD or other interested parties as may be reasonably necessary.
2. The ENGINEER will cooperate and work closely with RD representatives.
3. Payments are due within 30 days of invoice. If OWNER fails to make any payment due ENGINEER within 60 days or services and expenses and funds are available for the project then the ENGINEER shall be entitled to interest at the rate of 12 percent per annum from said 60th day, not to exceed an annual rate of 12 percent.
5. This Agreement shall not become effective until approved by Rural Development. Such approval shall be evidenced by the signature of a duly authorized representative of Rural Development in the space provided at the end of this Agreement. The approval so evidenced by Rural Development shall in no way commit Rural Development to render financial assistance to the OWNER and is without liability for any payment hereunder, but in the event such assistance is provided, approval shall signify that the provisions of this Agreement are consistent with the requirements of Rural Development.

COST OR PRICE SUMMARY FORMAT FOR SUBAGREEMENTS UNDER NH SAG & SRF

Form Approved DES 3/96

PART I - GENERAL

1. GRANTEE / LOANEE - TOWN OF NEWMARKET, NEW HAMPSHIRE		2. GRANT/LOAN NO. CS-330162-07	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR - Wright-Pierce		4. DATE OF PROPOSAL 5/3/2015	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include ZIP) 230 Commerce Way, Portsmouth NH 03801		6. TYPE OF SERVICE TO BE FURNISHED Engineering Construction Phase Services Wastewater Treatment Facility Upgrade	

PART II - COST SUMMARY

7. DIRECT LABOR (Specify labor categories)	HOURS	HOURLY RATE	ESTIMATED COST	TOTAL
Principal In Charge	16	65.00	\$1,040.00	
Project Manager	1087	49.00	\$53,263.00	
Lead Project Engineer	1714	37.00	\$63,418.00	
Project Engineer	2059	29.00	\$59,711.00	
Civil Engineer	186	33.00	\$6,138.00	
Electrical Engineer	312	49.00	\$15,288.00	
Instrumentation Engineer	260	48.00	\$12,480.00	
Structural Engineer	244	34.00	\$8,296.00	
Architectural Engineer	216	42.00	\$9,072.00	
Mechanical Engineer	216	40.00	\$8,640.00	
Engineering Technician	304	25.00	\$7,600.00	
Office Assistant	204	21.50	\$4,386.00	
DIRECT LABOR TOTAL:				\$249,332.00
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	x BASE =	ESTIMATED COST	
	1.68	\$249,332.00	\$418,878.00	
INDIRECT COSTS TOTAL:				\$418,878.00
9. OTHER DIRECT COSTS				
a. TRAVEL			ESTIMATED COST	
Transportation			\$4,058.00	
Per Diem			\$0.00	
TRAVEL COSTS TOTAL:			\$4,058.00	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify categories)			ESTIMATED COST	
Printing/shipping	1	\$3,500.00	\$3,500.00	
EQUIPMENT SUBTOTAL :			\$3,500.00	
c. SUBCONTRACTS			ESTIMATED COST	
Survey (Doucet - Construction Baseline)	1	\$2,500.00	\$2,500.00	
Geotechnical (HTE Consultants)	1	\$8,500.00	\$8,500.00	
SUBCONTRACTS SUBTOTAL :			\$11,000.00	
d. OTHER (Specify categories)			ESTIMATED COST	
Resident Project Representative (Hourly Billing Flat Rate)	4,290	\$90.00	\$386,100.00	
OTHER SUBTOTAL :			\$386,100.00	
e. OTHER DIRECT COSTS TOTAL :			\$404,658.00	
10. TOTAL ESTIMATED COST				\$1,072,868.00
11. PROFIT (15% Labor)				\$100,232.00
12. TOTAL PRICE				\$1,173,100.00

TIMOTHY R. VADNEY, P.E.

Senior Project Manager

PROJECT ASSIGNMENT: Senior Project Manager

Education
B.S., Civil Engineering, University
of New Hampshire

Professional Registration
New Hampshire
Maine
Massachusetts

Experience
13 Years

Joined Firm
2002

Professional Affiliations
Water Environment Federation,
Maine and New Hampshire Water
Pollution Control Associations

Presentations
Vadney, T. R., "Dewatering System
Upgrade- City of Nashua NH"
NEWEA Annual Conference
Boston, MA - January 2012

Vadney, T. R., "Pump Station and
Forcemain Improvements -
Ogunquit Sewer District"
NEWEA Annual Conference
Boston, MA - January 2010

Vadney, T. R., "Optimization of
the Activated Sludge Process"
NEWEA Spring Conference
Hyannis, MA - June 2008

Vadney, T. R., "Energy Audit
Process for Wastewater
Treatment Facilities"
CTAWWA Specialty Conference
Hartford, CT - Jan 2008

EXPERIENCE SUMMARY

Mr. Vadney is a Project Manager in the Wastewater Practice Group. Mr. Vadney is currently serving clients throughout New England. Mr. Vadney has extensive experience in a wide variety of wastewater fields including wastewater treatment, odor control, residuals management, septage treatment, collection systems, and pump stations.

SELECT RELEVANT PROJECT EXPERIENCE

Wastewater Treatment Facility Designs

- Sludge Dewatering Upgrade - Nashua, NH
- Wastewater Treatment Facility Upgrade - Durham, NH
- Wastewater Treatment Facility Upgrade - Dover, NH
- Wastewater Treatment Facility Upgrade - Hudson, MA
- Wastewater Treatment Facility Upgrade - Sanford, ME
- Water Pollution Control Facilities Upgrade, Manchester, CT
- Water Pollution Control Facilities Upgrade - Glastonbury, CT
- Wastewater Treatment Facility Upgrade - Farmington, NH
- Wastewater Treatment Facility Feasibility Study - Rockport, MA
- Wastewater Treatment Facility Evaluation - Seacoast, NH
- Construction Administration - Old Town, ME
- Pilot Testing - Sanford, ME
- Sludge Dewatering Upgrade - Keene, NH
- Sludge Dewatering Upgrade - Hampton, NH

Pump Station Designs

- Hampton, NH Church Street Pump Station Upgrade
- Mechanic Street Pump Station Upgrade - Portsmouth, NH
- River Street Pump Station Upgrade - Dover, NH
- Mousam River Sewerage Pump Station Upgrade - Sanford, ME
- Goodall Brook Sewerage Pump Station Upgrade - Sanford, Maine
- Pump Stations No.1 and No. 2 - Wells, Maine
- Pump Station No. 10 - Wells, Maine
- Pump Station No. 2 - Ogunquit, Maine
- Pump Station No. 4 - Ogunquit, Maine
- Pump Station No. 6 - Ogunquit, Maine

Odor Control

- Odor Investigation - Milford, NH
- Odor Investigation - South Berwick, ME
- River Street Pump Station - Dover, NH

TIMOTHY R. VADNEY, P.E.
Senior Project Manager

Modeling

- CORMIX Model - Rockland, ME
- Sewer CADD Model - Somersworth, NH
- Water Distribution System Hydraulic Model - Belfast, ME
- Water Distribution System Hydraulic Model - Presque Isle, ME
- Hydraulic Model - Bow, NH

Infiltration/Inflow

- I/I Study - Farmington, NH
- I/I Study - Skowhegan, ME
- I/I Study - Kennebunkport, ME
- I/I Study - Pittsfield, NH
- I/I Study - Greenville, NH
- I/I Study - Newmarket, NH
- I/I Study - Durham, NH
- I/I Study - Dover, NH

TOWN OF NEWMARKET, NEW HAMPSHIRE

By the Newmarket Town Council

Resolution #2014/2015-61

To Authorize the Town Administrator to Enter into an Agreement with Apex Construction to Construct the Town of Newmarket Wastewater Treatment Facility Upgrade Project

WHEREAS, by May 31, 2015, the Town is required by the Administrative Order of Consent to initiate construction of the wastewater treatment facilities recommended in the September 1, 2011 201 Facilities Plan Update, and

WHEREAS, the Newmarket Department of Environmental Services has completed the required Rural Development and New Hampshire Department of Environmental Services competitive bidding process, and

WHEREAS, Apex Construction is the low bidder, and

WHEREAS, Wright Pierce recommends awarding the contract to Apex Construction based on a review of their Bid, Statement of Qualifications, references, and letters from their bond bank agency.

NOW THEREFORE BE IT RESOLVED, the Newmarket Town Council does hereby authorize the Town Administrator to enter into a contract with Apex Construction for \$11,205,600.00 for the Wastewater Treatment Plant Upgrade Project. Further, the Newmarket Town Council does hereby authorize the Town Administrator to enter into future contract amendments with notice to the Town Council.

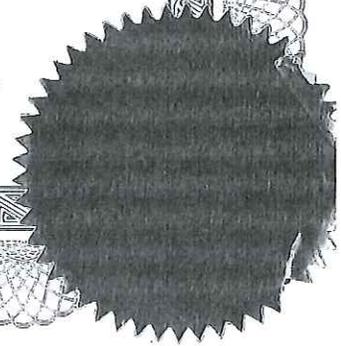
First Reading: May 20, 2015

Second Reading: June 3, 2015

Approval: June 3, 2015

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk





To: Steve Fournier, Town Administrator
From: Sean T. Greig, Supt. Water/Sewer
Date: May 26, 2015
Re: Portsmouth WWTP

On April 27, 2015, the City of Portsmouth City Council had a Workshop to discuss consolidating the Pierce Island and Pease Wastewater Treatment Facility (WWTF) at the Pease Trade Port. At the workshop, City staff estimated that it would cost the City of Portsmouth between \$41.3 and \$47.8 million more in initial capital cost to consolidate their two wastewater treatment facilities at the Pease Trade Port (without any additional capacity for other communities). The additional capital cost would increase their projected average user cost from \$1,150 to \$1,500 per year. They also concluded that there are more risks and unknowns with the consolidated plant. The City Council deferred making a decision until the next meeting.

- Capital cost estimate to upgrade the Pierce Island and Pease WWTF is \$90.1 million.
- Capital cost estimate to consolidate the two facilities is \$131.4 million. The cost estimate would be approximately \$6.5 million more or \$137.9 million if the Deer Street outfall was not approved by NHDES and had to be extended to Pierce Island.

On May 18, 2015, At the City of Portsmouth City Council Meeting, City staff recommended the City of Portsmouth move forward with the upgrade of the Pierce Island and Pease WWTF, and not move forward with the consolidation of the two facilities. After discussion, the Portsmouth City Council voted to move forward with the Pierce Island Wastewater Treatment Facility Upgrade.

May 7, 2015

W-P Project No. 12797B

Sean Greig, Water and Wastewater Superintendent
Town of Newmarket
4 Young Lane
Newmarket, NH 03857

RE: Newmarket Wastewater Treatment Facility Upgrade
Construction Contract Award Recommendation

Dear Sean:

We have completed our review of the bids that were received on April 16, 2015 for the Wastewater Treatment Facility Upgrades. This letter represents a summary of our findings.

Four bids were received and reviewed. A tabulation of the bids is attached. Apex Construction, Inc. of Rochester, NH submitted the low bid. The second lowest bidder, Penta Corporation, was approximately 4.5% higher than the low bid and the third lowest bidder, Kinsmen Corporation, was approximately 10.6% higher than the low bid. These bids indicate competitive pricing and reasonable bid for the type of work involved.

In reviewing Apex's bid package, no deficiencies were noted and no mathematical errors were found. Wright-Pierce has worked with Apex on numerous past projects with satisfactory results. Apex's list of past and present projects includes several other projects that are similar in nature to the City's upgrade project, including a comprehensive upgrade being completed for the City of Berlin. We have contacted Apex's banking institution, Bank of New Hampshire, and bonding agency, Berkley Surety Group, and they report that Apex is in good standing and maintain sufficient credit, reserve funds, and bonding capacity to complete a project of this size.

Based on our review of the Bidding Documents, past experience with Apex, and contact with Apex's bank and bonding institutions, we recommend that the Town award the construction contract to Apex as the lowest responsible and responsive bidder. However, we cannot make any guarantee that Apex will perform the work within the bid price or in accordance with the Contract Documents.

Please note that the Contract cannot be awarded until NHDES and RD have reviewed the bid results and all required information. Once they determine that everything is satisfactory, they will all issue a letter authorizing award of the Contract. Once you receive approval to award the Contract, we will prepare the Notice of Award for signature. Upon receipt of the signed notices, we will mail them to Apex and schedule a Preconstruction meeting.

Mr. Sean Greig
May 7, 2015
Page 2



In order to receive authorization to award the project, the following documentation must be provided to us to include in the Request to Award packages to be submitted to RD and NHDES:

1. A letter from the Town stating intent to award the project to Apex (a sample is attached).
2. A signed certification that the required permits, land acquisition, and easements have been obtained. We have attached the certification form which requires execution by the Town.
3. A signed certification that the City has retained a DES pre-qualified engineering firm to provide construction phase services on the project, and has utilized DES' standard engineering contract document. We have attached the certification form which requires execution by the Town.

Once we receive these items from you, we will make a formal request to RD and NHDES to obtain authorization to award this project.

Sincerely,
WRIGHT-PIERCE

Timothy R. Vadney, P.E.
Project Manager

Michael R. Theriault, P.E.
Lead Project Engineer

Enclosures

CC: Stephen Roberts, NHDES (no enclosures)
Jonathan Harries, USDA-RD (no enclosures)

Newmarket, New Hampshire

Wastewater Treatment Facility Upgrade
Project No. 12797A



203 Commerce Way, Suite, 302, Portsmouth, NH 03801
Tel: 603-430-3728 Fax: 603-430-4083

BID QUANTITIES		BIDDER'S NAME											
Item	Qty.	UNIT	Apex Construction		Penta Corp		Kinsmen Corp		Methuen Construction				
			UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID	UNIT AMT	BID	
BASE BID													
1	1	LS	\$9,457,300.00	\$9,457,300.00	\$10,044,000.00	\$10,044,000.00	\$10,357,100.00	\$10,357,100.00	\$10,850,841.00	\$10,850,841.00	\$200.00	\$200.00	
Wastewater Treatment Facility Upgrade-Complete, unless noted below													
2	50	CY	\$200.00	\$10,000.00	\$350.00	\$17,500.00	\$350.00	\$17,500.00	\$200.00	\$10,000.00	\$200.00	\$200.00	
Additional Concrete (Min \$200.00/-Max. \$350.00/CY)													
3	200	CY	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$20.00	
Additional Select Fill (Min.\$5.00/-Max. \$20.00/CY)													
4	200	CY	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$20.00	
Additional Screened Stone (Min. \$5.00/-Max \$20.00/CY)													
5	5,000	LB	\$0.40	\$2,000.00	\$1.00	\$5,000.00	\$0.80	\$4,000.00	\$0.40	\$2,000.00	\$0.40	\$2,000.00	
Additional Misc. Reinforcement Steel (Min. \$0.40/LB.-Max.\$1.00/LB)													
6	500	CY	\$10.00	\$5,000.00	\$10.00	\$5,000.00	\$10.00	\$5,000.00	\$4.00	\$2,000.00	\$4.00	\$2,000.00	
Additional Earthwork Excavation and Disposal (Min. \$3.00/-Max.\$10.00/cy)													
7	100	CY	\$40.00	\$4,000.00	\$120.00	\$12,000.00	\$120.00	\$12,000.00	\$120.00	\$12,000.00	\$120.00	\$12,000.00	
Ledge Excavation and Disposal (Min. \$40/- Max.\$120/CY)													
8	100	CY	\$100.00	\$10,000.00	\$200.00	\$20,000.00	\$150.00	\$15,000.00	\$90.00	\$9,000.00	\$90.00	\$9,000.00	
Contaminated Material Excavation and Disposal													
9	600	SF	\$25.00	\$15,000.00	\$50.00	\$30,000.00	\$15.00	\$9,000.00	\$45.00	\$27,000.00	\$45.00	\$27,000.00	
Concrete Surface Repairs to Existing Concrete Tanks and Structures													
10	240	LF	\$30.00	\$7,200.00	\$30.00	\$7,200.00	\$60.00	\$14,400.00	\$120.00	\$28,800.00	\$120.00	\$28,800.00	
Crack Repairs to Existing Concrete Tanks and Structures													
11A	10,500	LF	\$56.00	\$588,000.00	\$53.00	\$556,500.00	\$55.00	\$577,500.00	\$61.00	\$640,500.00	\$61.00	\$640,500.00	
Ground Columns-Improvement/Concrete													
11B	2,000	CY	\$42.00	\$84,000.00	\$30.00	\$60,000.00	\$60.00	\$120,000.00	\$25.00	\$50,000.00	\$25.00	\$50,000.00	
Load Transfer Platform Aggregate													
11C	6,700	SY	\$3.00	\$20,100.00	\$3.00	\$20,100.00	\$5.00	\$33,500.00	\$0.25	\$1,675.00	\$0.25	\$1,675.00	
Load Transfer Platform/Gaugrid Geotextile Fabric													
12	1	ALLW	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	
Electrical and Telephone Service Relocation and Temporary Supporting of Infrastructure													
TOTAL BASE BID AMOUNT ITEMS (1 THROUGH 12)				\$10,235,600.00		\$10,810,300.00		\$11,198,000.00		\$11,666,816.00		\$11,666,816.00	
BID ALTERNATES													
A	1	LS		\$170,000.00		\$174,000.00		\$240,000.00		\$212,000.00		\$212,000.00	
Primary Clarifier Mechanisms													
B	1	LS		\$490,000.00		\$390,000.00		\$550,000.00		\$733,000.00		\$733,000.00	
Sludge Dewatering Equipment and Building Modifications													
C	1	LS		\$65,000.00		\$130,000.00		\$60,000.00		\$62,000.00		\$62,000.00	
Lower Lift Pump Station Upgrade													
D	1	LS		\$70,000.00		\$85,000.00		\$110,000.00		\$116,000.00		\$116,000.00	
Plant Water Package System and Electrical Modifications to Existing Secondary Clarifier Pump Room													
E	1	LS		\$35,000.00		\$20,000.00		\$70,000.00		\$121,000.00		\$121,000.00	
Existing Flume Modifications and Construction of New Flume													
F	1	LS		\$140,000.00		\$95,000.00		\$160,000.00		\$213,000.00		\$213,000.00	
Creighton Street Pump Station													
TOTAL BID ALTERNATES A-F				\$970,000.00		\$894,000.00		\$1,190,000.00		\$1,457,000.00		\$1,457,000.00	
TOTAL BASE BID PLUS BID ALTERNATE A-F:				\$11,205,600.00		\$11,704,300.00		\$12,388,000.00		\$13,123,816.00		\$13,123,816.00	

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution #2014/2015-62

Transferring Funds From the Downtown TIF Capital Reserve Fund

WHEREAS, the May 10, 2011 Town Meeting established the Downtown TIF Capital Reserve fund for the purpose of paying the Downtown TIF debt service, and

WHEREAS, the Town Council has been appointed as agent to expend from the Capital Reserve Fund for this purpose, and

WHEREAS, the Town must pay debt service interest of \$11,636.43 on July 15, 2015 and principal and interest totaling \$88,968.75 on January 15, 2016.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve a transfer of \$100,605.18 from the Downtown TIF Capital Reserve Fund to the General Fund for the purpose of paying the fiscal year 2016 Downtown TIF debt service.

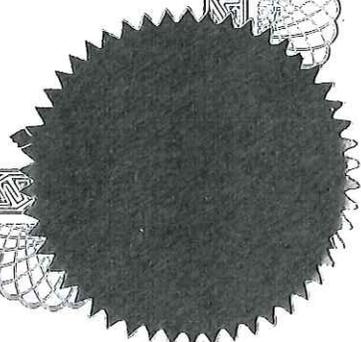
First Reading: May 20, 2015

Second Reading: June 3, 2015

Approval: June 3, 2015

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution #2014/2015-63
Relating to Fiscal Year 2015 Year-End Budget Transfers

WHEREAS, the Town of Newmarket diligently forecasts its appropriation; however, unforeseen expenditures require moving line-item budgets from one to another.

WHEREAS, movement of line-items are pursuant to the attached schedule and with some having a brief explanation of the over expenditure, and

WHEREAS, pursuant to RSA 32:10, the Town Council has authority to “transfer to [the aforementioned] appropriation[s] [from] an unexpended balance remaining in some other appropriation,” and

NOW THEREFORE BE IT RESOLVED, that the Newmarket Town Council does hereby approve the appropriation transfer pursuant to the attached schedule.

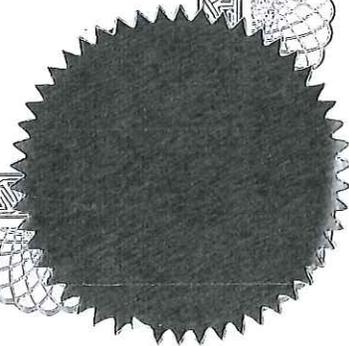
First Reading: May 20, 2015

Second Reading: June 3, 2015

Approval: June 3, 2015

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



Account Number	Account Description	Budget	Estimated Exp. Fy 14/15	Budget Transfer
01-401-103-0000	TC - PART-TIME	7,800.00	8,978.25	1,180.00
01-401-202-0000	TC - GENERAL SUPPLIES	-	2,405.19	2,405.00
01-402-101-0000	TA - FULL TIME SALARIES	129,394.00	123,035.71	(3,000.00)
01-403-101-0000	FINANCE - FULL TIME SALARIES	158,725.00	153,947.41	(4,700.00)
01-403-190-0000	FINANCE- TRAINING/STAFF DEVELOPMENT	1,000.00	-	(1,000.00)
01-403-202-0000	FINANCE - GENERAL SUPPLIES	5,600.00	6,362.41	762.00
01-403-301-0000	FINANCE - COMMUNICATIONS SERVICES	2,300.00	4,830.70	2,531.00
01-403-310-0002	FINANCE - DUES/SUBSCRIPTIONS	300.00	-	(300.00)
01-403-310-0003	FINANCE - ADVERTISING	2,000.00	152.95	(1,847.00)
01-403-402-0000	FINANCE - EQUIPMENT MAINTENANCE	2,600.00	711.64	(1,888.00)
01-404-150-0000	EMP BEN - FICA	172,772.00	113,673.59	(59,098.00)
01-404-155-0000	EMP BEN - HEALTH INSURANCE	518,565.00	552,122.22	33,558.00
01-404-156-0000	EMP BEN - NH RETIREMENT	397,313.00	390,019.81	(7,293.00)
01-404-160-0000	EMP BEN - WORKERS COMPENSATION	53,965.00	45,903.35	(8,061.00)
01-404-161-0000	EMP BEN - UNEMPLOYMENT	6,212.00	4,202.31	(2,009.00)
01-404-198-0000	EMP BEN - LONGEVITY	17,325.00	14,625.00	(2,700.00)
01-404-504-0006	EMP BEN - PROPERTY LIABILITY INSURANCE	98,911.00	85,305.00	(13,606.00)
01-405-103-0070	TC/TC PT - ELECTION OFFICIALS	6,540.00	3,980.25	(2,500.00)
01-405-190-0000	TC/TC - TRAINING STAFF DEVELOPMENT	3,570.00	1,812.80	(1,757.00)
01-405-201-1000	TC/TC - SPECIAL POSTAGE	5,600.00	-	(3,000.00)
01-405-800-0000	TC/TC - EQUIPMENT PURCHASE	2,500.00	1,369.90	(1,130.00)
01-407-103-0000	CODE - PART TIME SALARIES	37,318.00	38,844.21	340.00
01-408-315-0039	DIR ASSIST - RENT	30,000.00	10,665.00	(19,000.00)
01-408-315-0040	DIR ASSIST - ELECTRICITY	3,000.00	850.00	(2,150.00)
01-408-315-0041	DIR ASSIST - HEAT	3,000.00	-	(3,000.00)
01-408-315-0042	DIR ASSIST - MEDICAL	2,000.00	197.63	(1,802.00)
01-408-315-0043	DIR ASSIST - MISCELLANEOUS	3,000.00	-	(3,000.00)
01-409-101-0000	ASSESS - FULL TIME SALARIES	16,973.00	-	(16,973.00)
01-409-130-0000	ASSESS - COTNRACED SERVICES	40,000.00	42,067.50	2,068.00
01-409-190-0000	ASSESS - TRAINING	200.00	212.75	13.00
01-409-191-0000	ASSESS - MILEAGE	250.00	-	(250.00)
01-409-201-0000	ASSESS - POSTAGE	500.00	82.35	(418.00)
01-409-202-0000	ASSESS - GENERAL SUPPLIES	500.00	94.53	(400.00)
01-409-310-0002	ASSESS - DUES/SUBSCRIPTIONS	900.00	20.00	(880.00)
01-410-602-0000	LEGAL - LEGAL EXPENSES	75,000.00	82,466.69	7,500.00
01-413-103-0000	CON COMM - PT RECORDING SECRETARY	1,000.00	2,007.75	560.00
01-414-310-0000	ECON DEV - OPERATING EXPENSE	1,000.00	13,845.00	12,845.00
01-418-951-0000	DEBT SER - INTEREST	41,550.00	38,458.32	(3,091.00)
01-420-103-0000	MIS - PART TIME SALARIES	3,000.00	-	(3,000.00)
01-420-190-0000	MIS - TRAINING	1,000.00	-	(1,000.00)
01-420-407-0000	MIS - SOFTWARE MAINT	47,500.00	37,292.31	(1,542.00)
01-438-101-0000	POLICE - FULL TIME SALARIES	988,382.00	952,083.37	(15,000.00)
01-441-102-0000	PW ADMIN. - OVERTIME	50,000.00	72,499.22	11,700.00
01-442-205-0000	RDWY/SWK - WINTER SALT	80,000.00	96,590.73	16,600.00
01-442-516-0000	RDWY/SWK - CONTRACT WINTER EQU	12,000.00	28,689.04	20,220.00
01-446-302-0000	STREET LIGHT - ELECTRICITY	44,250.00	41,698.25	(2,500.00)
01-448-303-0000	BLD/GRNDS - HEAT & OIL - TOWN HALL	20,085.00	28,305.76	5,643.00
01-448-401-0120	BLD/GRNDS - TOWN HALL MAINTENANC	12,000.00	36,180.75	24,180.00
01-449-101-0000	CEM - FULL TIME SALARIES	18,263.00	17,737.21	(500.00)
01-449-202-0000	CEM - GENERAL SUPPLIES	1,000.00	145.25	(800.00)
01-449-402-0000	CEM - EQUIPMENT MAINT	800.00	414.65	(385.00)
01-452-210-0000	VEHICLE - DIESEL FUEL	34,650.00	41,517.01	6,860.00
01-452-402-0000	VEHICLE - EQUIP MAINT	52,000.00	58,197.77	6,198.00
01-452-403-0000	VEHICLE - VEHICLE MAINT PUBLIC WORKS	20,000.00	37,679.79	18,000.00
01-452-403-0461	VEHICLE - VEHICLE MAINT FIRE	14,000.00	21,182.61	5,067.00
01-461-103-0000	FIRE/RES - PART TIME SALARIES	118,412.00	131,270.37	11,800.00
01-463-202-0000	EM - GENERAL SUPPLIES	450.00	-	(450.00)
	TOTALS			-

TOWN OF NEWMARKET, NEW HAMPSHIRE

By the Newmarket Town Council

Resolution 2014/2015-49

2015-2016 TOWN COUNCIL RULES FOR PROCEEDINGS

WHEREAS, Section 3.2 of the Town Charter requires the Town Council to adopt rules of Council Proceedings.

NOW THEREFORE LET IT BE RESOLVED BY THE NEWMARKET TOWN COUNCIL, That the Town Council adopts their 2015-2016 Rules of Council Proceedings as appended to this Resolution.

First Reading:	April 1, 2015
Second Reading:	April 15, 2015
Third Reading:	May 6, 2015
Fourth Reading:	May 20, 2015
Council Approval:	June 3, 2015

Approved: _____

Philip Nazzaro, Town Council Chairman

A True Copy Attest: _____

Terri Littlefield, Town Clerk



TOWN *of* NEWMARKET, NEW HAMPSHIRE

2015-2016
TOWN COUNCIL RULES FOR PROCEEDINGS

1. **Council Meetings**

All meetings of the Town Council shall be public as required by RSA 91-A.

Business meetings shall be held on the first and third Wednesday of each month at 7:00 p.m., unless otherwise provided by ordinance or resolution. When Wednesday is a holiday, the regular meeting shall be held on a Wednesday following at the same hour unless otherwise provided by motion. The public portions of Council meetings shall end by 10:00 p.m., unless the Chairman or a majority of the Council present determines that continuing the meeting shall allow the necessary business of the meeting to be completed. In order to proceed beyond 10:00 p.m., a motion to do so shall be made and a vote shall be taken. The motion shall pass to the extent two-thirds (2/3) of the votes cast. Notwithstanding the foregoing, non-public sessions of the Council may continue after 10:00 p.m.

Business Meetings are for the purpose of deliberating and voting upon Town business. Agendas will generally follow the order of business established in Section 5 below and shall include on the agenda an opportunity for citizen comment related to the matter(s) included on the agenda and/or pertaining to the business of the City Council.

Special Meetings are for the purpose of deliberating and voting upon Town business at times other than during a regularly scheduled Business Meeting. Such meetings are "special" because the Chair, or upon request of the Town Administrator, or five (5) Council Members by written request submitted to the Chair, can call them on a minimum of 24 hours' notice. Agendas will generally follow the order of business established in Section 5 limited to one or more items requiring Council action and shall include on the agenda an opportunity for citizen comment specifically related to the matter(s) included on the agenda.

Special Meetings may be scheduled for any day provided sufficient notice is afforded in accordance with provisions of State law.

Workshop Meetings are for the purpose of the Council receiving information about Town business in an informal setting during which no formal action can be taken. The workshop agenda format is intended to encourage in-depth presentations by Town Boards, Commissions, Committees and/or staff (including consultants engaged for purposes of advising the Council), and detailed questioning and brainstorming by Council Members. The Council may discuss the material freely without following formal rules of parliamentary procedure, subject to the direction of the presiding officer. Although formal action may not be taken during Workshop Meetings, the presiding officer may poll Council Members during the meeting to determine the general consensus of the Council in order to bring matters back for consideration at future meetings. Agendas will generally follow the order of business established in Section 6 below limited to one or more items for Council review and discussion and shall include on the agenda, prior to the end of the meeting, an opportunity for citizen comment related to the matter(s) included on the agenda.

Non-Public Meetings are held to discuss only certain items specified in State law during which the public cannot attend. Non-Public Meetings shall be properly noticed and State law pertaining to the appropriateness and necessity of holding such meetings shall be strictly adhered to in all cases.

Non-Public meetings are typically scheduled as necessary, before or after other Council meetings.

Consultation with Legal Counsel/Collective Bargaining Strategy or Negotiation meetings are held solely for purposes of receiving legal counsel and/or for collective bargaining matters relating to strategy or negotiations during which the public cannot attend. These sessions are typically scheduled as necessary, before or after other Council meetings.

The place of the meetings shall be the Council Chambers at the Town Hall.

A quorum of the Council for the transaction of any business shall be four (4) of the members currently in office. A majority of those members present may adjourn the meeting to another time or date.

2. **Presiding Officer**

The Chairman shall be the presiding officer at all Council meetings. He/She shall take the chair precisely at the hour appointed for the meeting and call the members to order. In the absence or disability of the Chairman, the Vice-chairman shall preside and act as Chairman during such absence or disability.

3. **Chairman Pro Tem**

In case of the absence of both the Chairman and the Vice Chairman, the Recording Secretary shall call the Council to order and call the roll of the members. If a quorum is found to be

present, the Council shall choose one of its members to act as Chairman *pro tem* by a plurality of votes until the Chairman or Vice-Chairman appears.

4. **Recording Secretary**

The Recording Secretary shall be ex-officio Recording Secretary of the Council and shall keep minutes of the meetings and perform such other and further duties, as may be ordered by the presiding officer or Council. The Recording Secretary shall record the names of the members present and coming in after the call to order. It shall be sufficient for the Recording Secretary to record special and non-public meetings by written form. Not more than 5 business days, excluding weekends and national and state holidays, the Recording Secretary shall make available a copy of the minutes of the previous meetings to include regular, special and non-sealed non-public meetings. In the absence of the Recording Secretary, the presiding officer shall appoint an acting recording secretary during such absence that shall tape record the meeting and take minutes.

5. **Order of Business**

The business of all business meetings and workshops of the Council shall be transacted in the following order unless the Council, by a vote of at least two-thirds (2/3) of the votes cast, shall suspend the rules and change the order.

Business Meetings:

1. Pledge of Allegiance
2. Public Forum
3. Public Hearing
4. Town Council to Consider Acceptance of Minutes
5. Report of the Town Administrator
 - a. Monthly Department Heads Report
6. Committee Reports
7. Old Business
 - a. Ordinances and Resolutions in the 2nd Reading
 - b. Ordinances and Resolutions in the 3rd Reading
 - c. Items Laid on the Table
8. New Business/Correspondence
 - a. Town Council to Consider Nominations, Appointments and Elections
 - b. Ordinances and Resolutions in the 1st Reading
 - c. Correspondence to the Town Council
 - d. Closing Comments by Town Councilors
9. Adjournment

6. **Ordinances and Resolutions**

- a. Ordinances - Any Ordinance to be considered by the Council other than those to be enacted for purposes of addressing emergency circumstances as specified in

the Town Charter shall be initiated and acted upon in accordance with the requirements established herein.

- i. A proposed Ordinance shall appear on a meeting agenda for a first reading after which it may be referred to a Workshop Meeting, if deemed necessary, and/or a future Public Hearing date shall be set.
 - ii. After a Public Hearing relating to a proposed Ordinance has been held and testimony allowed in accordance with these rules, the proposed Ordinance shall be brought before the Council for a second reading during the same meeting, together with any and all recommendations for passage, rejection, referral to a workshop, or to a third reading.
 - iii. Any proposed Ordinance submitted for consideration by the Council, may be amended and/or enacted by a majority roll call vote in conjunction with the second and/or subsequent readings.
 - iv. If a proposed Ordinance is extensively amended following the first reading and the Council wishes further review, or additional time is needed for the public to express its opinion on the issue, it may be held for a third reading, on a simple majority vote of Council Members present.
 - v. Unless otherwise provided, each Ordinance approved by the Council shall become effective upon its passage, after it has been duly advertised within 7 business days of the Council meeting at which time the ordinance was adopted.
 - vi. The Town Clerk shall certify that the amendments are incorporated into the original ordinance with the proper reference to the amended ordinance number and date.
- b. Resolutions - Any Resolution to be considered by the Council shall typically be initiated and acted upon in accordance with these rules above. Resolutions subject to public hearings will also be subject to the following:
- i. A proposed Resolution shall appear on a meeting agenda for a first reading after which it may be referred to a Workshop Meeting, if deemed necessary, and/or a future Public Hearing date shall be set, if necessary. If no workshop or Public Hearing is necessary, than the Resolution will be referred to the next regular business meeting.
 - ii. After the proposed Resolution has been presented at the required public hearing, if necessary, it shall then be brought before the Council for a second reading the same meeting, together with any and all recommendations, for passage, rejection, referral to a workshop or other meeting.
 - iii. If a proposed Resolution requiring a public hearing is extensively amended following the public hearing and the Council wishes further review, or additional time is needed for the public to express its opinion on the issue, it may be held and referred for action at a future meeting, on a simple majority vote of Council Members present.

7. **Meeting Protocol**

No person will be allowed to speak unless and until recognized by the Chair.

No Councilor will be allowed to address an agenda item twice before each Councilor wishing to be recognized has been recognized once.

No person will be allowed to respond out of order to any statement by any other person.

All comments will be addressed to the Chair.

The Chair reserves the right to rule persons, including Councilors, out of order for violating this Resolution, as well as any other applicable statute, ordinance, resolution, or Charter provision.

Any person ruled out of order three times at one meeting will be asked to leave the meeting.

Motions will be entertained at workshops only under extraordinary circumstances. Motions will only be entertained under new business only under extraordinary circumstances. Any matter discussed under new business that the Council wishes to consider further will be referred to the next available workshop.

8. **Filing with the Town Clerk**

Per Section 3.8.A of the Town Charter any ordinance or resolution may be introduced by any member at any regular or special meeting of the Council. Upon introduction of any ordinance, the Town Clerk shall distribute a copy to each Councilor and to the Town Administrator shall file a reasonable number of copies in the office of the Town Clerk, and post a copy in such other public places as the Council may designate.

In addition, copies of ordinances, resolutions and documents to come before the Council for consideration will be given to the Town Administrator's office by noon three (3) working days preceding the day on which the Council meets. All Town Council packets shall be made available for pick up on the Friday before the scheduled business meeting and workshop at the Town Hall.

9. **Motion to be Stated by the Recording Secretary**

Any Council member may ask the Recording Secretary to state the motion before the vote. The mover without the consent of the member seconding it may not withdraw a motion.

10. **Voting**

Each member present when a question is put shall vote either aye or nay by voice vote. If a member abstains, he/she shall give the reason for abstaining. All voting shall be by roll call vote except votes on procedural matters.

11. **Conflict of Interest**

Any member who has a financial interest, direct or indirectly, in any planning or existing contract, job, work or service to be performed by the Town or voluntary sale to the Town of any land, materials, supplies, equipment or other property shall make full disclosure of such interest to the Council prior to deliberating any such matter or transaction.

The member, or if a member's family member, as defined by Section 7.3 (B) of the Town Charter is financially interested in such matters or transactions shall not vote nor advise on nor otherwise participate in the Council's consideration of such matter or transaction.

12. **Anonymous Communications**

Unsigned communications shall not be introduced in Council meetings nor shall the Council entertain any review, discussion or action upon unsigned communications.

13. **Permission to Address the Council**

To encourage and allow ongoing input and feedback from citizens, Regular, Special and Workshop meetings shall include on the agenda an opportunity for citizens to address the Council. In addition to public hearings that may be scheduled for public comment on specific matters, the Public Forum will ensure citizens have the opportunity to speak to all other items on a meeting agenda and/or matters pertaining to the business of the Council.

- i. Speakers shall be residents of the Town of Newmarket, property owners in the Town of Newmarket, and/or designated representatives of recognized civic organizations or businesses located in the Town of Newmarket.
- ii. Speakers shall address their comments to the presiding officer and the Council as a body and not to any individual member.
- iii. Speakers shall first recite their name and address for the record.
- iv. Each speaker shall be provided a single opportunity for comment, limited to five (5) minutes with the five (5) minutes beginning after the obligatory statement of named and address by the speaker.
- v. Citizen Forum shall not be a two-way dialogue between speaker(s), Council Member(s), and/or the Town Administrator.

The presiding officer shall preserve strict order and decorum for and by all speakers appearing before the Council.

14. **To Suspend the Rules**

These rules may be temporarily suspended by a vote of two-third (2/3) of the votes cast.

15. **To Amend Rules**

These rules may be amended, or new rules adopted, by a majority vote of all members of the Council present. Any proposed amendments to these rules shall be submitted in writing at a business meeting, and shall be placed on the agenda under the order of "New Business". This requirement shall be waived only by unanimous consent with a recorded vote of all members.

16. **Roberts Rules of Order**

Roberts Rules of Order shall be used to decide all parliamentary questions not specifically provided for in these rules.

17. **Committees**

Budget Committee: As provided for in RSA 32:15, I(b) *Budget Committee Membership*, "One member of the governing body of the municipality...shall be appointed by their respective board to serve for a term of one year and until their successor are qualified. Each such member may be represented by an alternate member designated by their respective board, who shall, when sitting, have the same authority as the regular member."

Planning Board: As provided for in RSA 637:2, I-b(a) *Planning Board*, The council shall appoint "A member of the town council...of the town selected by the town council."

The Chairman shall have the power to appoint such advisory committees, as he/she deems necessary to serve him/her in an advisory capacity. The first-named person on each advisory committee shall serve as its chairman.

18. **Councilor Development**

All newly elected Council members shall, within the first year of their election, attend at least one workshop or educational seminar for local officials offered by the New Hampshire Municipal Association, Local Government Center, or comparable local agency.

All other Councilors are also encouraged to attend at least one workshop/seminar during each remaining term year with particular emphasis upon the Right-To-Know Law, municipal budgeting, and/or other matters pertaining to local government.

19. **Annual Review and Adoption**

Consistent with Section 3.2 of the Town Charter, this Resolution shall be in effect until the next organizational meeting of the Council, at which time, the Council shall renew, amend, and re-adopt or otherwise act on this Resolution.

20. **Councilor Stipend**

Consistent with Resolution #2009/2010-08, Pertaining to the Disbursement of Town Council Member's Annual Stipend, Councilors stipend shall begin with the start of the Town's fiscal year with payment made in July, September, December and March.

RECEIVED

MAY 28 2015

TOWN OF NEW MARKET
ADMINISTRATOR'S OFFICE

Date: May 21, 2015

TO: Ed Pelczar (fax 603-659-3181)
Kent & Pelczar Funeral Home
77 Exeter Street
Newmarket, NH 03857

From: Victoria Bram
29C Nelson St.
Dover, NH 03820

Re: Resignation from Cemetery Board

Dear Ed,

Please accept my resignation from the Newmarket Board of Cemetery trustees. I have moved to Dover and can't remain on the Board. Thank you for all of the good experiences taking care of Riverside + Old Town.

Sincerely, Victoria Bram
Victoria Bram

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution #2014/2015-64

The Purchase of a Chevrolet Pickup Truck for Public Works

WHEREAS, the Highway Department needs to replace its 1999 Dodge Dakota half ton pickup truck, and

WHEREAS, the Department obtained a quote from Colonial Chevrolet, who is on the State's bid list, and

WHEREAS, the price of the 2015 Chevrolet Silverado Half Ton Pickup Truck is \$20,020, and

WHEREAS, the Public Works Capital Reserve Fund has a balance of \$488,070, as of March 31, 2015.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a 2015 Chevrolet Silverado Half Ton Pickup Truck from Colonial Chevrolet and enter into any related contracts, for a price not to exceed \$20,020.

First Reading: June 3, 2015

Second Reading:

Approval:

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council
Resolution #2014/2015-65

The Purchase of a Mahindra 1538 HST Tractor for Public Works

WHEREAS, the Highway Department needs to replace its Cub Cadet 7305 Tractor, and

WHEREAS, the Department obtained quotes from Chappell Tractor and John Deere, and

WHEREAS, the price of the least expensive tractor, a 2015 Mahindra 1538 HST tractor, is \$28,500, and

WHEREAS, the Public Works Capital Reserve Fund has a balance of \$488,070, as of March 31, 2015.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a 2015 Mahindra 1538 HST tractor from Chappell Tractor and enter into any related contracts, for a price not to exceed \$28,500.

First Reading: June 3, 2015

Second Reading:

Approval:

Approved: _____
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk