



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

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**REGULAR MEETING MAY 20, 2015 7PM  
NEWMARKET TOWN HALL COUNCIL CHAMBERS**

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**6:00 p.m. Non-Public RSA 91-A:3 II Personnel**

**1) Pledge of Allegiance**

**2) 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.\*\**

**3) i. Public Hearing:** Route 108 Shoulder Widening and Bikeway Project

**ii. Public Hearing: Ordinance #2014/2015-05** Update the Town of Newmarket Building Construction Regulations

**4) Town Council to Consider Acceptance of Minutes**

a) Minutes of May 6, 2015

b) Non-Public Minutes of April 15, 2015

**5) Report of the Town Administrator**

*i. Linked Together Kids Requesting Use of Pocket Park for Their Lemonade Stand*

**6) Committee Reports**

**7) Old Business**

a) Ordinances and Resolutions in the 2<sup>nd</sup> Reading

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

*ii. Resolution #2014/2015-52 Authorize Town Administrator Enter Into Agreement with Northeast Earth Mechanics to Install 16-Inch Water Main from Route 108 to Great Hill Water Tower*

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

b) Ordinances and Resolutions in the 3<sup>rd</sup> Reading Ordinance

*i. 4<sup>th</sup> Reading: Ordinance #2014/2015-04 Regulating Raffles*

*ii. 4<sup>th</sup> 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.)*

## 8) New Business/Correspondence

- a) Town Council to Consider Nominations, Appointments and Elections
  - i. Zoning Board of Adjustments - Alternate: William Barr Term Expires March 2018
  - ii. Veterans Trust Committee: Nancy Eaton Term Expires March 2018
  - iii. Capital Improvement Program: Member At Large - Russell Simon Term Expires August 2017
- b) Ordinance and Resolutions in the 1<sup>st</sup> Reading
  - i. *Resolution #2014/2015-54 Auditorium Equipment – Channel 13*
  - ii. *Resolution #2014/2015-55 Purchase Air Conditioning Unit for Police Dispatch Center (TA Requests to Suspend Rules)*
  - iii. *Resolution #2014/2015-56 Purchase Motorola APX 6500LI VHF 100 Watt Digital Mobile Radio for Police Department*
  - iv. *Resolution #2014/2015-57 Purchase Ford Police Cruiser for the Police Department to Include Costs Associated with Replacement of Emergency Lighting and Equipment Setup*
  - v. *Resolution #2014/2015-58 Purchase APC Symetra Power Module to Replace Similar Unit in the Police /Dispatch Center*
  - vi. *Resolution #2014/2015-59 Purchase of Two Nitronox Field Units for Fire/Rescue Department*
  - vii. *Resolution #2014/2015-60 Agreement With Wright-Pierce Engineers for Construction Services for WWTP Project*
  - viii. *Resolution #2014/2015-61 Agreement with Apex Construction to Construct WWTF Upgrade Project*
  - ix. *Resolution #2014/2015-62 Transferring Funds From Downtown TIF Capital Reserve Fund*
  - x. *Resolution #2014/2015-63 Fiscal Year 2015 Year-End Budget Transfers*
- c) Correspondence to the Town Council
- d) Closing Comments by Town Councilors

## 9) Adjournment



May 12, 2015

**Public Information Meeting**

***Re: NH Route 108 Bike Path/Road Widening Project***

The Town of Newmarket is considering plans for construction of bike lanes from Ash Swamp Road (near the Rockingham Country Club) to the Irving Station (south of Bennett Way). The project will be funded mostly through a federal and state grant provided from the New Hampshire Department of Transportation and Federal Highway Administration under the Congestion Mitigation and Air Quality Program.

You are invited to participate in the planning and design this project. A public meeting will be held on May 20, 2015, at 6:30 pm at the Newmarket Town Hall, 186 Main Street, Newmarket, NH 03857. The meeting will help identify public concerns relating to construction of bike paths along the roadway. We welcome you to share any information unique to your property, so that we may consider it in the design and planning for the bicycle corridor. We would also like you understand project limits and potential impacts as they may relate to your own property.

We hope that you will be able to join us on May 20, 2015 at the Town Hall. A draft engineering study has been prepared and is available for viewing on the Town's website at [www.newmarketnh.gov](http://www.newmarketnh.gov). Your comments are appreciated. If you cannot attend this public meeting, written comments may be addressed to Diane Hardy, Town Planner or myself at this office. Thank you for your interest in this project.

Sincerely Yours,

Steve Fournier  
Town Administrator

I Ke HAVE POSTED THIS NOTICE  
ON May 13, 2015 FOLLOWING LOCATIONS  
TOWN HALL  REG DEPT.   
WEBSITE  LIBRARY   
POST OFFICE

# NH 108 Shoulder Widening and Bike Path Construction

Congestion Mitigation and Air Quality Program  
Newmarket #13878



### Project Description:

Construct four-foot bike shoulders from the southerly limit of project #13107 (near New Road) in Newmarket to the Newfields Town Line on Route 108. The roadway shoulders will be constructed in a way that minimizes impacts to abutters and preserves the rural and scenic character of the roadway. Striping to create narrow lane widths and crosswalks, where necessary, will be added to provide traffic calming as well as enhanced safety. "Share the Road" signage and bicycle detector pavement markers will be displayed throughout the area to better designate the facility and educate motorists that this segment of NH 108 is a bicycle-friendly corridor. The total length of the project is 1.8 miles. The project does not include the Rockingham Junction Bridge.



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

### **NOTICE OF PUBLIC HEARING** **Newmarket Town Council**

Notice is hereby given that the Town Council will be holding a Public Hearing on Wednesday May 20, 2015 at 7:00 p.m. at the Newmarket Town Hall located at 186 Main Street Newmarket, NH to receive input on Ordinance #2014-2015-05: Update the Town of Newmarket Building Construction Regulations.

**DRAFT**

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

**May 6, 2015 7:00 PM**

PRESENT: Council Vice Chairman Gary Levy, Councilor Amy Thompson, Councilor Toni Weinstein, Councilor Larry Pickering

EXCUSED: Council Chairman Phil Nazzaro, Councilor Dale Pike, Councilor Amy Burns

ALSO PRESENT: Town Administrator Steve Fournier, Public Works Director Rick Malasky, Reverend Patti Marsden, Acting Chairman of the Board of Newmarket Community Church Dan Bilodeau, Attorney Eric Mahler, Chairman of the Board of Great Bay Kids Mark Paige

**AGENDA**

Vice Chairman Gary Levy welcomed everyone to the May 6, 2015 Town Council Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

Vice Chair Levy announced that Chairman Phil Nazzaro, Councilor Dale Pike, and Councilor Amy Burns were all excused for personal reasons.

**PUBLIC FORUM**

Vice Chair Levy opened the Public Forum at 7:02 pm and asked if anyone from the public wished to speak.

As no one from the public came forward, Vice Chair Levy closed the Public Forum at 7:02 pm.

**PUBLIC HEARING**

Vice Chair Levy opened the Public Hearing at 7:03 pm, stating that two (2) Ordinances were being addressed at this meeting.

**Ordinance #2014/2015-03 Prohibiting the Feeding of Birds and Wild Animals on Public Property**

Vice Chair Levy asked if anyone from the public wished to speak to *Ordinance #2014/2015-03 Prohibiting the Feeding of Birds and Wild Animals on Public Property*.

Town Council  
May 6, 2015 - Regular Meeting

No one from the public came forward to address the issue.

### **Ordinance #2014/2015-04 Regulating Raffles**

Vice Chair Levy asked if anyone from the public wished to speak to *Ordinance #2014-2015-04 Regulating Raffles*.

As no one from the public came forward, Vice Chair Levy closed the Public Hearing at 7:04 pm.

### **TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES**

#### **Acceptance of the Minutes of the Regular Meeting of April 15, 2015,**

Councilor Weinstein made a motion to accept the minutes of the regular meeting of April 15, 2015, and Councilor Thompson seconded.

Changes/Corrections: Councilor Weinstein stated that a reference on the first page regarding the cost estimated to repair the Church Steeple cited an amount of \$1,800 which should be corrected to \$18,000. She also questioned a statement on page 6 attributed to Vice Chair Levy regarding the monthly business meetings. The sentence was clarified to: "Vice Chair Levy said that Town Administrator Fournier had requested that the Council conduct two business meetings per month as he felt the Council was not taking action in a timely manner..."

Town Administrator Fournier polled the Council and the minutes of the regular meeting of April 15, 2015 were approved as amended, by a vote of 4-0.

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

Vice Chair Levy asked the Council to wait to approve the Non-Public minutes until a full Council was present. All members were in agreement.

### **REPORT OF THE TOWN ADMINSTRATOR**

Town Administrator Steve Fournier first addressed the **Spring Cleanup** which was to be held on Saturday, May 9<sup>th</sup> from 7:30 am to 4:00 pm. He stated that Newmarket residents could bring items to the Transfer Station during those times, and were limited to one (1) pickup load of bulky waste. He said that additional loads would require the purchase of a coupon at the Transfer Station. The only residents eligible for curbside pickup would be disabled or senior citizens at least 62 years of age, and all were required to arrange pickup times with the Department of Public Works at 659-3093. Information would also be available on the website. Town Administrator Fournier next addressed the **FEMA Reimbursement** and the declaration of the blizzard of January 27<sup>th</sup> as a disaster. He stated that as a result of the declaration, the Town would be eligible for reimbursement for some of its expenses during the storm, and had submitted the paperwork for \$39,975.97. He said that FEMA as well as the State would be reviewing all the Town documents, and would be meeting individually with communities to go over

what was submitted. Vice Chair Levy asked if the subsequent snow removal would be covered and Town Administrator Fournier replied that it would not as it was not considered to have occurred during the time period of the State of Emergency which was limited to a certain period, but added that snow removal from roofs would be covered. He then stated that a **Right to Know Workshop** had been scheduled for June 1<sup>st</sup> at 6:30 pm in the Town Hall Auditorium for Town and School officials. He said that the Town Attorney would be present at the workshop to answer questions, and that it was well-attended last year. He encouraged boards and members to attend.

Town Administrator Fournier next provided an update on the **Transportation Enhancement Project for Downtown**, stating that the pedestrian safety improvement project was moving forward. He said that the engineering firm had received some comments from the State DOT, and were working to update the designs. He stated that the project was slated to break ground in early July and should be completed in approximately 90 days. He pointed out to the Council and the public that DOT and Federal rules required the work be done with the least amount of impact possible, which would mean doing the work at night during the summer, which could get quite noisy. He said that they were trying to shorten the 90-day period, which including possibly shutting down the road for a night. Councilor Thompson asked Town Administrator Fournier to outline a few of the projects going on for the edification of the people, with some examples of what pedestrian safety was. Town Administrator Fournier stated that **Pedestrian Safety** originally included constructing a sky bridge from the Mill to the parking lot, but that after cost review and effectiveness analyses, they asked the State to change it to streetscapes on Main Street. He said the project included adding some bump-outs downtown, lowering the speed limit to 25 mph, straightening all crosswalks to shrink crossing time, and narrowing the north entrance to Town from Route 108 in the Elm Street area. He pointed out that there was a large asphalt area near the Library which encouraged speeding, which would be narrowed with some green space. He added that they were also looking at placing bollards in certain areas to discourage unsafe street crossing. Town Administrator Fournier said that the crosswalks would be inlaid with a brick-like material for better delineation and that additional signage would be added. Vice Chair Levy said that though green space was being added to the asphalt area they would not be changing its width, it being more of an optical illusion. Councilor Thompson felt that common sense needed to prevail with regard to the speed limit, as it was hard to go much faster than 20 mph through Town.

Town Administrator Fournier next addressed a **Letter from Stratham** which he had been in receipt of, requesting that Town Administrators from both Towns meet and discuss Fire and Rescue coverage for their town. He said that the conversation had begun earlier in the year, and that the Select Board was requesting that conversations on the subject be continued and stated that he would keep the Town Council abreast of any developments.

Town Administrator Fournier next addressed two topics not in his written report. He said that the **Air Conditioning Unit at the Dispatch Center** had failed a few weeks ago and a repair attempted. He said that the company they consulted had determined that it was an older system with parts no longer available. The cost to replace the unit was originally estimated to be \$15,000 but was now estimated at \$32,000. As the AC system was approximately 20 years old, Thermodynamics recommended a quote to replace the entire unit at \$56,000. Town Administrator Fournier stated that under his spending authority, he would be recommending a withdrawal from the Building Improvement Capital Reserve



Fund, and that a resolution would be brought to the Council at the next meeting. He then stated that Chairman Nazzaro had asked him to remind people of the **2<sup>nd</sup> Annual Armed Forces Memorial Day Golf Tournament** to be held on May 16<sup>th</sup> at the Pease Country Club. He said that anyone interested would contribute a fee of \$25, with all funds raised going towards the construction of a Veterans Memorial for Newmarket residents.

Town Administrator Fournier next addressed the **Town Clock/Steeple**, stating that he had been in communication with Reverend Patti Marsden of the Newmarket Community Church. He said that she had indicated they were conducting a capital campaign to refurbish the steeple on the church. He said that as the clock in the steeple was the Town's clock, they had asked for support for refurbishment from the Town. He said he had indicated that the Town might be able to help, but only for the portion that houses the clock, and that the Reverend was present at the meeting to discuss the issue briefly with the Council.

Mr. Dan Bilodeau of 85 Shandon Drive, said that he was a long-term resident of Newmarket and was representing the **Newmarket Community Church** as Acting Chairman of the Board of Trustees and was responsible for all church facility finances. He said that Reverend Patti Marsden had been the Pastor of the church since October and he felt the church had a unique history with the Town in housing the Town Clock. He said that he was asking for help from the Town Council and the Town of Newmarket in renovating and painting the steeple to protect the clock. He then provided a synopsis of what the Newmarket Community Church does and the services it provides. Mr. Bilodeau stated that the church was multi-denominational with approximately 157 members, of which 100 were active weekly with church activities. He said that the church had a budget of \$110,000 annually, 70% of which was to salaries, and that approximately \$70,000 came from weekly collections and fund-raising events. He said that they relied on invested funds of \$418,000 which was 31% restricted leaving only \$300,000 to cover shortfalls. He then reviewed the programs which benefitted the Town of Newmarket, including a thrift shop, food pantry, holiday baskets and a Love Offering which was collected monthly from parishioners for assisting people in need. He said that the church also had two partnerships with *End 68 Hours of Hunger* and the *One Heart Mission*. Mr. Bilodeau stated that all their services were provided at great cost to the church, but benefitted the Town of Newmarket and resulted in a cost savings. He said that if the Newmarket Community Church did not provide these services, the Town Welfare budget would need to be higher. He stated that he had three (3) requests for the Town Council: 1) a commitment from the Town Council to support the steeple, 2) funds to help fix this steeple this year, and 3) a yearly allocation in the Town budget to maintain the steeple.

Discussion: Vice Chair Levy asked Town Administrator Fournier if this was the same clock the Town had helped fix in the past and that there had been a maintenance agreement established at the time. Town Administrator Fournier replied that it was, and that the same person was still servicing the clock. He clarified that it was the Town's clock in the church's building, and that the Town owned the face and the mechanism. Vice Chair Levy asked what the steeple needed specifically. Mr. Bilodeau replied that the tower needed new flashing and new siding and that the wickets at the top needed to be replaced. Vice Chair Levy then asked if the prior bird issues had been ameliorated, and Mr. Bilodeau replied that rubber roofing had been installed on the bell tower. Vice Chair Levy then asked whether carpentry services were available in the Town to provide assistance. Town Administrator Fournier replied not at

that level and skill, as repairing the steeple was very specialized. Vice Chair Levy asked if several quotes had been received and Mr. Bilodeau replied that several Steeple Jacks had provided the estimates. Vice Chair Levy questioned whether roofers could complete the work, and Councilor Thompson felt roofers were limited due to their liability insurance and compensation. She said that over a certain number of feet the work went into "specialty" and became cost prohibitive for most conventional roofers. Town Administrator Fournier said that a town he had worked in the past had taken the tower off and repaired it at ground level. Councilor Thompson felt this was a good point that riggers could bring it down and carpenters could then work on it at regular rates, having the riggers put it back up. Mr. Bilodeau said he expected that would cost more than the estimated \$18,000, and said that once the repairs were made the situation would be very manageable for the church and the Town.

Councilor Weinstein asked how the church capital campaign was going and how the Town's timeline would affect the project. Mr. Bilodeau stated that the repairs needed to get started this summer and added that the costs would impact other church spending on Capital Improvements. Councilor Pickering asked if this issue would automatically be added to the agenda so that the Council could discuss it at the next budget cycle. Town Administrator Fournier replied that pursuant to the Charter, the budget was written by the Town Administrator and the Town Council. He said that when the next budget was presented there would be a line-item for contributions to the Town Clock Repair Capital Reserve Fund. He said that the Town needed to protect the clock and that continuing to work with the church would be part of his budget process. He also stated that if funds were not included in the budget, the members of the church has a right to file a petition. Mr. Bilodeau asked that if the church proceeded with the repairs now, and the Town Council did decide to support the initiative, could the church be reimbursed. Town Administrator Fournier replied that legally they could not, as the current Town Council could not tie the hands of another Town Council. He said that if it were approved in the budget it would be in the hands of whoever was on the Town Council at that time. Mr. Bilodeau asked whether there were any unallocated funds in the current budget, and Town Administrator Fournier replied that the \$8,000 remaining in the capital reserve fund would have to remain in case repairs were needed to the clock.

Vice Chair Levy recommended that discussions be held with the full Council present and to have the quote annotated for review. Town Administrator Fournier said that he would have the person who serviced the clock and the building inspectors review the quote provided. Councilor Thompson brought up that procedurally a process was in place within the town for all charitable organizations. Town Administrator Fournier stressed that he continued to specify "the housing of the Town clock" because the government could not provide financing to a church. He said "the church" also could not ask the Town for funds, and that funding provided was for the clock housing alone.

Vice Chair Levy thanked Mr. Dan Bilodeau and Reverend Patti Marsden for coming and asked if there were any other questions for the Town Administrator. Councilor Pickering asked if a Councilor could attend the meetings with Stratham to discuss fire and rescue coverage. Town Administrator Fournier recommended that he not attend, and explained that it had been specifically requested by the Town of Stratham that the Town Administrators meet to negotiate and bring their recommendations to their respective boards.

## COMMITTEE REPORTS

Councilor Weinstein asked when the CIP committee would be starting and Town Administrator Fournier replied that it would commence in July.

Councilor Thompson reported on the last meeting of the Environmental Development Committee (EDC), stating that Consultant John Connery had done a lot of work outlining potential zoning changes in the B2 and B3 areas. She said that he specifically addressed what types of zoning would and would not be allowed, and suggested going forward with the general recommendations from the EDC regarding types of businesses appropriate to both locations with minimal impact to the area. She said that Mr. Connery had done a lot of research and had finally met with consultants to pinpoint the types of developments which would be best for Newmarket, without changing the character of the Town and keeping the residential flavor. Vice Chair Levy added that recommendations had been made to change some of the permitted uses in the B3 area, and that the Planning Board would add their evaluation and then send the terms to the Town Council for discussion of possible zoning changes. He stressed that people needed to understand that any businesses already existing in these areas would not be impacted by any zoning changes. He said that the Committee wanted to do its best to surround the elderly housing in these areas with businesses that would fit and be consistent.

Councilor Weinstein said that she had attended a Visioning Master Plan Forum at which 31 people were present and remote polling was used to get immediate information from the audience. She said that it was a great morning and the crowd had been a quite diverse group of people. She said that the Planning Board had done a great job in getting the word out and attracting a lot of people on a Saturday morning. Vice Chair Levy noted that another session was scheduled for a weekday and Town Administrator Fournier stated the next session would be on May 30<sup>th</sup>. Vice Chair Levy said that though the group was diverse, the people were pretty consistent in what they wanted. He said that they wanted to maintain the character of the Town and have conservation and the environment respected, with quality of life a big emphasis. Town Administrator Fournier said that he would put the next meeting in the Town Newsletter and on the website.

## OLD BUSINESS

### ORDINANCES AND RESOLUTIONS IN THE 2<sup>ND</sup> READING

#### **Ordinance #2014/2015-03 Prohibiting the Feeding of Birds and Wild Animals on Public Property**

Councilor Thompson made a motion to approve *Ordinance #2014/2015-03 Prohibiting the Feeding of Birds and Wild Animals on Public Property*, and it was seconded by Councilor Weinstein.

Town Administrator Fournier stated that he would speak for Councilor Pike, who had requested the ordinance be put forward. He said that they had issues in certain parts of town with the feeding of ducks and other wild animals, especially on the boat ramp area. He said this made the ramp slippery and said that it also could become stagnant and cause health issues. He said the ordinance would allow the Town to give warnings and fines of up to \$50 for those abusing the law.

Discussion: Councilor Pickering said that he thought they already had an ordinance in reference to this, and Town Administrator Fournier said that they had discovered in doing the Codification that a lot of things they thought were backed up by an ordinance were not. Councilor Weinstein pointed out that there was a difference between a family with small kids feeding a few ducks and someone feeding a whole loaf of bread at one time. Town Administrator Fournier replied that they could not legislate everything and that it would be up to the officials enforcing the law to make the determination, adding that the person must also be caught in the act. Vice Chair Levy asked who was going to enforce the ordinance and Town Administrator Fournier replied that this just allowed the Town to do something they thought they already had the authority to do. Vice Chair Levy asked about people feeding birds in their own back yard. Town Administrator Fournier replied that the ordinance would only prevent feeding ducks on public property, and that the issue had been researched and was similar to ordinances in other Seacoast communities.

Town Administrator Fournier polled the Council and *Ordinance #2014-2015-03* passed unanimously, 4-0.

#### **Ordinance #2014/2015-04 Regulating Raffles**

Councilor Thompson made a motion to approve *Ordinance #2014/2015-04 Regulating Raffles*, and Councilor Weinstein seconded the motion.

Town Administrator Fournier stated that he had received a phone call asking how to get a permit for a raffle. He said that though we do not require it, they checked the law and found that the RSA states permits must be issued for charitable raffles in Town. He added that Chairman Nazzaro had requested the ordinance be put off for a 3<sup>rd</sup> reading, as he had a lot of questions which he wanted to discuss with the Council. Vice Chair Levy asked if the motion needed to be withdrawn and Town Administrator Fournier replied that it would. Councilor Thompson then withdrew her motion to approve *Ordinance #2014-2015-04 Regulating Raffles*, and Councilor Weinstein seconded the withdrawal of the motion.

Discussion: Councilor Weinstein said that she did not support the ordinance and felt it might put an undue burden on community organizations and people trying to do good for the residents of the Town. As the tickets were now required to be printed listing specific information, she questioned whether they could continue to use the rolls of pre-printed tickets. Town Administrator Fournier said that the rolls would be considered "printed tickets", and said that the ordinance stated that for 50/50 Raffles the rule did not apply. He stated that there was nothing they could do as State Law required the Town to issue permits for raffles. He said that the Town Hall and the Police Station received frequent calls questioning if agencies were fund raising, and said that there needed to be a record in order to verify the legitimacy of the organizations. He added that any organization having constant raffles can request a permit for the entire season, and stressed that there were no fees associated with the permits. Councilor Weinstein felt that if there were no sales of raffle tickets to children under 16 years of age, this would directly impact the School. Town Administrator Fournier suggested that the School look to the Department of Education regarding the law, as their raffles were not open to the public. Councilor Weinstein mentioned that the ordinance did not address the selling of raffle tickets and Town Administrator Fournier replied that there was no restriction on selling. Councilor Thompson stated that her concerns

were similar, and that regarding the printed tickets the ordinance was very specific about including date, place, organization, etc. which she felt was an undue burden. Town Administrator Fournier replied that the language could be amended. Councilor Thompson added that she was also not a big fan of the ordinance and thought that it was over-reaching for Newmarket. Vice Chair Levy asked what would happen if they continued as they had in the past and did not adopt the ordinance. Town Administrator Fournier replied that they did not have to adopt the ordinance, but that he was just trying to give structure to the issue so that individuals would not have to come to the Council every time a permit was requested. He said that the ordinance stated that he and Chief Cyr could sign off on the permits and provide copies to the Town Clerk. Vice Chair Levy then asked if State Law required that the Council pass the ordinance. Town Administrator Fournier proceeded to read the State Law to the Council. The law stated that any charitable organization wishing to conduct a raffle should first obtain a permit, which was nontransferable and expired at the time of the raffle, though it could be extended for a year. He explained that the ordinance was more of a protection for those holding the raffles to make sure they were legitimate organizations, and that the information was on file with the Town.

**Resolution #2014/15-50 Authorizing the Town Administrator to Enter into a Payment In Lieu of Taxes Agreement with Great Bay Kids Company**

Councilor Thompson made a motion to approve *Resolution #2014/15-50 Authorizing the Town Administrator to Enter into a Payment In Lieu of Taxes Agreement with Great Bay Kids Company*, and the motion was seconded by Councilor Pickering.

Town Administrator Fournier stated that for the edification of the Council and the public, the Town had begun reviewing all non-taxable properties in 2013, a process which should be done annually. He stated they had asked that all those properties categorized as non-taxable provide information to determine if they still qualified for exemptions. He said that non-tax properties were not the same as being tax-exempt for IRS purposes, and that State and Federal tax exemptions operated independently. He said that though a charitable organization may be entitled to a Federal tax exemption, they may need to pay property taxes based on land use. Town Administrator Fournier stated that Great Bay Kids Company operated a Pre-School and Daycare center in Town and that prior to 2013 had paid no taxes. He said that after reviewing the operations, the Town Assessor had questioned the tax-exempt status of the Company. They had discovered that under State assessing rules, the educational portion was exempt though the daycare portion was not. Town Administrator Fournier said he then discussed the issue with Great Bay Kids and determined a Payment in Lieu of Taxes (PILOT) agreement between the Town and Great Bay Kids, which was also a payment in lieu of court proceedings. He stated that the current property tax value was \$349,300 and the estimated tax based on this assessment would be \$8,994.48 annually. He said that the PILOT as written would have Great Bay Kids pay the Town and County portion of the tax bill only, the rationale being they did not use the Town's educational system but did use the Town services. He said that the rate was determined to be \$7.32/1,000 which would amount to an annual tax bill of \$2,556.88 for a period of seven (7) years at which time the agreement would be reviewed and a new one negotiated. He emphasized this was a positive tax impact for the Town and would avoid costly court proceedings for the Town and Great Bay Kids. He said that he and the director of Great Bay Kids Company had negotiated and come up with the agreement which their board had approved, and that it was now before the Council for review.

Discussion: Councilor Thompson stated that she had a major question under *Miscellaneous: Section D* with regard to the termination of the Agreement following the final payment for tax year 2022. She said that she was concerned about what would happen while they were waiting for renegotiation, as things did fall through the cracks. She said that it was possible that the property could revert to no taxes being paid at all, and felt this might be a loophole after expiration. Town Administrator Fournier said that it would not, and said that at that time the Town would consider it a taxable property and starting taxing it if the agreement went away. Vice Chair Levy asked whether it was known what percentage of the business constituted day care versus education. Town Administrator Fournier replied that this was difficult to determine as both services were provided in the same building. Vice Chair Levy asked what would happen if this were a home daycare which provided some educational work for kids. Town Administrator Fournier replied that a private home cannot teach and receive payment unless it is licensed by the State of New Hampshire, which triggers the exemption. Vice Chair Levy asked if most daycare centers were exempt, and Town Administrator Fournier replied that they were not as they were not educational. Town Administrator Fournier explained that the new assessors for the Town had requested the curriculum from Great Bay Kids to make sure it was all State approved.

Mr. Mark Paige, Chairman of the Board of Great Bay Kids Company, introduced himself to the Council. Councilor Weinstein asked a question regarding the situation of a child coming for Pre-School and also being provided with Daycare services. Mr. Paige said he would like to direct the conversation more towards what drives Great Bay Kids and their curriculum. He said that they used a rigorous curriculum based on individual cognitive research which was developed at UNH. He said that they emphasized a "creative curriculum" which was tailored more towards an educational model, much like a school setting, to prepare kids before they move up to school. Vice Chair Levy asked for the age ranges of the children, and Mr. Paige replied ages 2-3 and ages 4-5 in Pre-K and Kindergarten. Vice Chair Levy asked if they broke out education versus daycare, and Mr. Paige replied that they did not and said that they also offered music, art, etc. Town Administrator Fournier said that the assessors would be continuing to look at other properties in Town as well. Councilor Thompson said that in the end it was a business in a way that public education was not, and said she was glad the issue had been followed up and an agreement reached between the parties.

Town Administrator Fournier polled the Council and the motion to approve *Resolution #2014/15-50* passed by a vote of 4-0.

**Resolution #2014/2015-51 Relating to Replacement Doors at Recreation Center**

Councilor Thompson made a motion to approve *Resolution #2014/2015-51 Relating to Replacement Doors at Recreation Center*, and the motion was seconded by Councilor Weinstein.

Town Administrator Fournier explained that the doors at the Recreation Center had been an issue for some time as they were installed in 1993 with a usual lifespan of 22 years. He said that at this point they needed to be replaced as they were constantly used, especially during the summer. Vice Chair Levy asked if the replacement doors were electric, and Town Administrator Fournier said they were just aluminum doors. Public Works Director Rick Malasky came forward to address the issue. He explained

that the all-steel doors, which were rusted and rotted, would be replaced with aluminum doors like those installed in the Town Hall 5 years ago. He said that as they had no issues with the new doors for the Town Hall, were familiar with them and had parts available, they had decided to go with the same company Portland Glass. He said that though the doors from the other companies were the same, the mechanics to open the doors were different. He added that the mechanics for the old doors were on the outside and could no longer be repaired, but would be on the inside with the replacement doors. He stated that six (6) doors in total needed to be replaced as they could no longer be repaired.

Discussion: Councilor Thompson questioned why Portland Glass was chosen over Kamco. She said she realized parts were already available for Portland Glass but wondered if they were going to need parts and should be paying more. She stated that Portland Glass was in Exeter and Kamco in Londonderry and wondered why they were not going with the lowest bidder. Public Works Director Rick Malasky replied that the biggest thing was that the doors could now be “dogged down” and only un-dogged when they were closed which saved a great deal on wear and tear. Councilor Thompson asked if the Kamco doors were not like that and Public Works Director Malasky replied that the doors were similar but the mechanics for the mechanisms were not the same. He said the main reason for going with Portland Glass was that they had good luck with the Town Hall doors and that Troy from HNH, who helped maintain the doors, highly recommended that they stay standardized. Councilor Thompson said that they had not had to do anything on the Town Hall doors in the 5 years since installation and that they were wearing well. Public Works Director Malasky agreed and said he had also considered the nearness of Portland Glass in Exeter as sometimes travel fees were charged, and said they hoped to stay with what they had. Councilor Thompson asked if Kamco had been used in the past, and Public Works Director Malasky said they had used them for a different kind of door.

Town Administrator Fournier stated that procedurally, if the Council wanted to switch the companies, they could just amend the resolution. Vice Chair Levy asked if there was a reason New Hampshire Glass or other local companies had not been contacted, and Public Works Director Malasky replied that the RFP had also been sent to All Doors & Locks. Vice Chair Levy said he would agree if the Kamco product was not of good quality, but that unless there was some compelling reason to go with Portland Glass they should not spend approximately \$3,500 more. Public Works Director Malasky explained that just the mechanism to open the doors was different. Town Administrator Fournier offered that as they had not repaired the Town Hall doors, he assumed that repairs would be required at the end of the lifespan of the doors and not at the beginning. He therefore felt that having parts available did not amount to a cost savings, and said that his recommendation would be to amend the resolution and go with Kamco. Councilor Pickering pointed out that the doors at the Recreation Center were used much more than the Town Hall doors and said they certainly needed replacement. Vice Chair Levy said that in theory both companies could be selling them the same door, and asked if someone else sold the same product as Portland Glass. Public Works Director Malasky said that he did not know that information, and Town Administrator Fournier said that all the information should have been provided to the Council. Public Works Director Malasky stated that he had been told the quality of the doors for both companies was the same, and that only the mechanisms were different. Vice Chair Levy asked if they could get a service contract with Portland Glass and save money. Town Administrator Fournier clarified that the Council was not approving the agreement, but approving the withdrawal from the Capital Reserve fund. He specified that any service contract would need to come out of the operating budget. He said that if the

Town Council  
May 6, 2015 - Regular Meeting

Council wanted to amend the resolution to Kamco all they needed to do was to make a motion to amend the resolution to Kamco for the doors at the Recreation Center.

Councilor Thompson made a motion to amend *Resolution #2014/2015-51 Relating to Replacement Doors at Recreation Center* to replace **Portland Glass** with **Kamco**. Councilor Weinstein seconded the motion.

Town Administrator Fournier polled the Council to approve the amendment only, and the amendment passed by a vote of 3-1.

Town Administrator Fournier stated that the amendment now read that the Council authorized the Town Administrator to enter into an agreement with *Kamco* for replacement doors at the Recreation Center. He then polled the Council and *Resolution #2014/2015-51* passed as amended by a vote of 3-1.

### **ORDINANCES AND RESOLUTIONS IN THE 3<sup>RD</sup> READING**

#### **Ordinance #2014/15-02 Adopting the Codification of the Ordinance Book**

Councilor Thompson made a motion to approve *Ordinance #2014/15-02 Adopting the Codification of the Ordinance Book*, and Councilor Weinstein seconded.

Town Administrator Fournier stated that Attorney Eric Maher, who was present at the meeting, had been the lead on this project with the Town codification company. He said that he wanted to preface his remarks with an explanation of what exactly codification was. He stated that all they had done was to take all the ordinances already adopted, and that pursuant to the Town Charter this should have been done on a regular basis. He explained that when he started as Town Administrator he had asked for the Code Book for the Town and was told by the Clerk that they did not have one. He said that he had then gotten approval from the Town Council to start this project and had hired Municipal Code Corporation. He said that stacks of ordinances existed in no particular order, which needed to be codified into a Law Book. Town Administrator Fournier stressed that no substantive changes were made to the code, but that it had been revised, put in proper order, assembled into chapters, and they had verified that all ordinances complied with State Law. He stated that they could not adopt an ordinance if the State had not given them the authority to so, and vice versa. He said he hoped that in the future they would consult the Law Book to determine if an ordinance already existed, and that they were amending the ordinances already included. He added that this would also make it easier for the public to look up laws, and that the code book would also be available online.

Vice Chair Levy asked if the ordinances referenced the meeting in which they were adopted or where they would look to find the minutes. Town Administrator Fournier replied that there were two (2) separate things here, and that this was not a record of the meeting, but a record of the law and what had been adopted and on what date. Attorney Eric Maher explained that it now reflected whether an ordinance had been repealed and provided the resolution number. He said that when they looked at the ordinances that had since been repealed but were still on the books with the Town, they had made sure a citation reflected that it had been repealed. Vice Chair Levy questioned the use of the term "repealed"



when the Council had actually "closed" the Downtown Tax Increment Financing (TIF). Town Administrator Fournier explained that by resolution the Council *closed* the Downtown TIF by *repealing* the ordinance that authorized the creation of it, so that you could not make another one without adopting an ordinance. He said that was why they differentiated between ordinances and resolutions, as a resolution was a policy but an ordinance was a law. Vice Chair Levy also mentioned that the Historical District Commission had been established by one Council and then not initiated by the next Council, though the footnote reference said that the Commission was "repealed" by a later ordinance. Attorney Maher explained that specifically regarding the Historical District Commission in the original draft of the codification, questions had come up from Municode as to clarity. He said that he had then gone to the Town Clerk and she had been able to produce the actual decision of the Town Council, which said "repealed". Vice Chair Levy asked if this was annotated as a footnote in the Code Book and Attorney Maher replied that it was.

Town Administrator Fournier stated that at the end of the code the prior ordinance number and date of adoption was cited. Attorney Maher said that Municode had wanted to strike certain provisions but that as an attorney and a citizen he had wanted to make sure that someone reading the Code Book would know what had been done in the past. Councilor Weinstein said that there was a memo in the Town Council packet from the last meeting from the Town Administrator which included a list of several pages of things in which Mr. Maher did not agree with Municode, and asked if these items had been fixed. Attorney Maher replied that there had been a variety of back and forth between himself and Municode, and that he had discussed some of the more controversial aspects with Attorney John Ratigan. He said that he always ran these by Town Administrator Fournier to make sure he was comfortable with them before sending them to Municode, and that when he received the Code Book he had specifically checked to make sure all the changes he had requested had been made. Vice Chair Levy then asked if they would be updating the Code Book yearly with ordinances they passed, and Town Administrator Fournier said that they would be. He added that as the project turned out to be bigger than expected, Municode had refunded approximately \$3,000 to the Town. Attorney Maher stated that the Code Book was intended to be a living document, and that he had included a list of ordinances the Town could adopt and should adopt. Vice Chair Levy thanked Attorney Maher for coming to the meeting.

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

Vice Chair Levy stated that he was going to ask the Council to hold off on the approval of *Resolution #2014/15-49 Town Council Rules for Proceedings* until the whole Council was present, and the Council was in agreement.

Councilor Weinstein said that she would not be attending the next meeting, as did Councilor Pickering.

**ITEMS LAID ON THE TABLE - None**

**NEW BUSINESS/CORRESPONDENCE**

**TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS**

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**Zoning Board of Adjustment, Alternate:** Candidate Steve Minutelli Term Expires March 2017.

Councilor Weinstein made a motion to nominate *Steve Minutelli Term to Expire March 2017* as an alternate to the *Zoning Board of Adjustment*. Councilor Pickering seconded the motion, and the motion passed the Council by a vote of 4-0.

**Macallen Dam Committee:** Peter Wellenberger Term Expires March 2018.

Councilor Weinstein made a motion to nominate *Peter Wellenberger Term to Expire March 2018* as a member of the *Macallen Dam Committee*. Councilor Thompson seconded the motion, and the motion passed by a vote of 4-0.

Vice Chair Levy stated that he wanted to thank both Mr. Minutelli and Mr. Wellenberger for serving, and said their service in the past was much appreciated.

#### **ORDINANCES AND RESOLUTIONS IN THE 1<sup>ST</sup> READING**

**Resolution #2014/15-52 Authorize Town Administrator to Enter into Agreement with Northeast Earth Mechanics to Install 16-Inch Water Main from Route 108 to Great Hill Water Tower**

Vice Chair Levy read *Resolution #2014/15-52 Authorize Town Administrator to Enter into Agreement with Northeast Earth Mechanics to Install 16-Inch Water Main from Route 108 to Great Hill Water Tower* in full.

Councilor Pickering questioned the Newmarket Department of Environmental Services, and Town Administrator Fournier replied that it was another name for Water & Sewer.

**Resolution #2014/15-53 Relating to the Town's Investment Policy**

Vice Chair Levy read *Resolution #2014/15-53 Relating to the Town's Investment Policy* by title only, as it was quite lengthy and could be accessed online.

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

Vice Chair Levy read *Ordinance #2014-2015-05 Update the Town of Newmarket Building Construction Regulations* in full.

#### **CORRESPONDENCE TO TOWN COUNCILORS**

Vice Chair Levy said that they had received some correspondence from a couple of constituents in regard to downtown parking and asked Town Administrator Fournier if they should be forwarded to him. Town Administrator Fournier replied that correspondence to the Town Council, using hard copies and not digitized, related to non-constituent concerns.

### **CLOSING COMMENTS BY TOWN COUNCILORS**

Councilor Thompson stated that she had two (2) closing comments, and that the first was regarding a memo from Finance Director Matt Angell dated April 22<sup>nd</sup> regarding impact fees. Town Administrator Fournier replied that it was the memo was just an FYI in the monthly report, and that business items like that were not put on the agenda. Councilor Thompson said that the second related to a letter she had received from State Senator Martha Fuller Clark congratulating her and inquiring when would be a good time to meet with her and her colleagues. Town Administrator Fournier explained that the letter was just a courtesy.

Councilor Pickering asked when an email was received by a Councilor and copied to the Town Administrator, if the information was sent to all the other Councilors as well. Town Administrator Fournier explained that there were two (2) different situations, and that an email to an individual Councilor which he received was a constituent concern. He said that he had to triage these emails, and that if the issue was a one-time thing he would deal with it, but that if it was a large issue he would send out a memo. He explained that any email he received was public record, and that he liked to be copied so that he could reply on behalf of the Town. Councilor Pickering stated that his second concern was regarding the Carpenter property which was owned by the School. He said that the blight in that field was beyond belief and that the Newmarket Town Dump was more organized. Town Administrator Fournier replied that the Department of Public Works was meeting with the School Department to address the issue. Councilor Pickering said that he was specifically referring to the debris left by the former owner when the School purchased the property. Town Administrator Fournier said that he had talked with the School in the fall about using the property as training for the Police the Fire Department, but that he had heard nothing back, adding that he would speak to the School Superintendent. He said the Town had put up barriers as it was thought by some in the public to be a public dumping spot.

Councilor Weinstein said that she had two announcements, the first being that the Litter Cleanup of Roadways was scheduled for May 16<sup>th</sup>. She said that last year volunteers had collected 30 bags of trash in 1 ½ hours and that they hope to double that this year. She said that secondly she wanted to give a shout out to the Sunrise Sunset Center as she had attended a marimba activity which was held for all adults and children. She said that it was multigenerational and a ton of fun, with the first class free and then a charge of \$15 per class.

Councilor Thompson said that she had attended the room dedication ceremony for Martha McNeil and that Councilor Pickering and Chairman Nazzaro had also attended. She offered congratulations and thanks to Martha on the wonderful job she had done and the wonderful sendoff.

### **ADJOURNMENT**

Councilor Amy Thompson made a motion to adjourn the meeting, which was seconded by Councilor Weinstein. The meeting was adjourned at 9:21 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**  
**May 20, 2015**

**April Expense and Revenue Report:** I have reviewed the April Expense and Revenue report and we are doing well. With 83% of the year complete, we are 81% expended. This is 1% higher than where we were last year at this time. Most departments are under or on target to meet their expense goals at this point in time. Public Works continues to run higher due to snow removal this winter. Welfare continues to be lower than budgeted this year, and will help offset the overages in other departments.

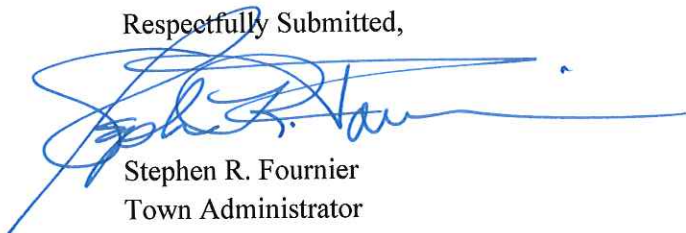
If you have any questions concerning this year's program information is on the Town website, the email newsletter or people can call the Department of Public Works at 659-3093.

Revenues are coming in higher than anticipated. We budgeted \$22.9 million and we have already collected \$23.1 million or 1% above our anticipated revenues.

**Right to Know Workshop:** As we did last year, we will be hosting a workshop on the Right to Know law for town and school officials on June 1 at 6:30PM in the auditorium. The Town Attorney will review the law and answer questions from officials.

**COAST Update:** The Town Manager of Exeter and I have been working with the COAST Executive Director to address the issue. COAST is looking at new route schedules and we should have a proposal shortly.

Respectfully Submitted,



Stephen R. Fournier  
Town Administrator

Dear Mr. Steve

We are unable to attend Wednesday night's meeting. It is a busy night for us. We all having other commitments. Some of us have a band concert, we have softball games, first communion and a brother's baseball game. We were hoping that you could read this to the Council for us please.

Every Wednesday last summer we went to the Pocket Park. We worked in the gardens and had our lemonade stand. We raised \$143.20 to make improvements to the park. The improvement that we want to make this time is to purchase a watering system for the park.

If we could have been there on May 20<sup>th</sup>, we wanted to ask the Council's permission to have our lemonade stand at the Pocket Park on Wednesdays again this summer. We will be working in the gardens as well. The money that we raise will go into our fund to buy the watering system for the park.

Thank you for considering this.

The children of Linked Together Service Learning Program



# Department Heads Monthly Reports to the Town Council and Town Administrator

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## **Police Department**

### **Activity:**

Police and Dispatch related activity continues to be consistent with the similar period last year. We have logged fewer motor vehicle violations to date in 2015 as compared to a similar time period last year. I can attribute it to the poor weather conditions during the winter months. Year to date we have handled 43 motor vehicle accidents, made 67 custodial arrests, and initiated 112 criminal investigations.

Illegal drug enforcement continues to be a major focus of our efforts as we move forward. Substance abuse continues to have a connection to nearly all criminal activity that we are called to investigate. On April, in a joint investigation with the US Marshall's Service we located and arrested a fugitive who had been living in the Bay Road area and was wanted for drug related Federal Probation Violations. The suspect is currently in the custody of the Marshall's Service.

### **Investigative Initiative:**

In an effort to more effectively investigate offenses dealing with illegal drugs, we are teaming up with our neighboring law enforcement agencies to share resources and personnel in a joint effort to locate, build cases and prosecute those who deal illegal drugs. In our mobile society it is easy for drug dealers to move frequently and jump between communities. By working more effectively with our neighbors, we hope that our joint efforts will improve all of our communities.

### **Personnel:**

There are no changes from last month to report and we are fully staffed.

### **School Presentation:**

The Police Department attended and supported a recent motivational speaker, Charles Rosa, who presented before the Junior/Senior High School student population. Mr. Rosa's presentation was on substance abuse and spoke personally to his family's loss from overdose. Mr. Rosa story has been featured on NH Chronical and was a powerful message to the student body.

### **Police Cruiser Replacement:**

Submitted with this report are two proposed resolutions for the replacement of a 2007 Ford Crown Victoria Police Cruiser, with over 117,000 miles. Normally I wait until July to request new vehicles to coincide with the fiscal year beginning. This practice has extended the length of the delivery time, because the auto manufacturing plants close for summer breaks and then are down until they roll out the new model year vehicles. I'm hoping that by ordering a month early, I can reduce the time period between ordering a vehicle and delivery from 90 days to 60 days.

The vehicle we are replacing has passed State Inspection but is unsuitable for patrol use and is being used exclusively for traffic work. It is in need of paint and the engine and transmission are weak. To repair this vehicle would not be cost effective given the expense and current mileage. I have conferred with the Town's contracted mechanic and he agrees with my assessment that this vehicle should be replaced.

The first resolution is for the purchase of a new black and white 2015 Ford Police Interceptor at State Bid pricing, and outfitting the vehicle with lights, siren, prisoner seats, computer and lettering. This resolution is to fund this purchase from the Police Vehicles Capital Reserve Fund.

The second resolution is for the purchase of a new Motorola mobile radio for the new vehicle with funding coming from the Dispatch/Radios Capital Reserve Fund. Typically we have been able to reuse the radios for two swap outs, (typically 12-15 years). The radio in the 2007 Cruiser is obsolete and parts are no longer available for them. I have been phasing out these obsolete radios for the last five years. Rather than replace all of them at one time we have been replacing the mobile radios each time we purchase a new cruiser, and saving the radio parts for any emergency repairs.

#### **Dispatch Power Module:**

Submitted with this report is a resolution requesting reimbursement from the Dispatch/Radios Capital Reserve Fund, for the replacement of a power module for the battery backup system that runs our dispatch center. All of our electrical equipment in the dispatch center, (computers, radios, telephones, monitors, etc.) , is run through a battery backup system, which ensures protection from a power surge, and provides power in the lag time that exists between a loss of utility power and the automatic backup generator. During a winter storm event this battery backup system failed during a power outage, putting the center down for a minute. We originally believed the entire battery backup system needed replacement. This system is currently 15 years old and replacement costs for the entire unit would be approximately \$7,000.00. We elected to attempt a repair by replacing the power module. This repair has worked and the system is functioning properly at this time.

The cost of this power module is \$1,289.79 and has already been repaired. At the time of the incident, I conferred with the Town Administrator and because of the mission critical nature of the repair; we elected to move quickly to make the repair and to pay for the repair out of the Police Budget. The purpose of the resolution is the replace the funds in the operating budget. No quotes were obtained prior to the repair, but the part was purchased directly from the manufacturer and was installed by town employees.

#### **Dispatch Air Conditioning Unit:**

The final resolution I am submitting with this report is to fund the replacement of the dispatch air conditioning unit from the Building Maintenance Capital Reserve Fund. I have contacted three separate air conditioning companies including the vendor who currently services the Town's Air

conditioning units to provide quotes. At this point I have received only one quote but the others are forthcoming.

The Dispatch Center has a separate air conditioning unit from the rest of the police facility. The electronic equipment in the dispatch center generates heat. Shortly after moving in to the building in 1995, we noticed that we had a very difficult time controlling the heat during the summer months. In addition to the fact that it is uncomfortable for the staff working there, certain electronic equipment is susceptible to failure when overheated.

The current air conditioning unit is approximately 12-15 years old and has failed. In order to repair the unit both the condensing unit and the control board must be replaced. The cost replacing both units is in excess of \$3,700.00. Parts for the aging unit are becoming hard to find. The cost of a new unit is less than \$6,000.00 installed.

**Current Year Budget:**

At the time of this writing we have expended approximately 81% of the appropriation and are on track to finish this year slightly under budget. As I reported last month, the gasoline line item is running under budget. We are continuing to monitor expenses very closely.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>Previous</u> <u>Year</u>	<u>%</u> <u>Expended</u>
<i>Police Total</i>	1,264,752.00	89,408.66	986,772.27	277,979.73	78%	77%	



**Fire and Rescue Department**

- For the month of April the department responded to 85 calls for service of those 54 were medical calls transporting 42 patients to area hospitals. The ambulance responded to Newfields for seven medical calls transporting seven patients. The ambulance also responded to Durham two times and Stratham five times transporting 4 patients to the hospital. The month of April has been very dry and with all the snow gone now the fire danger is very high for our area. We have been fortunate to only have one small brush fire. Until we get some wet weather the state has banned all outside burning statewide.
- Fire permits are now available online at <https://nhdflweb.sovsportnet.net/>. The state does charge a \$3 admin fee for this service. Residents can still get permits at the fire station Monday thru Friday from 7am to 5pm for free there is only a charge for the online service.
- I have attached charts with activity reports for the month of April.
- No concerns at this point with my budget expenditures

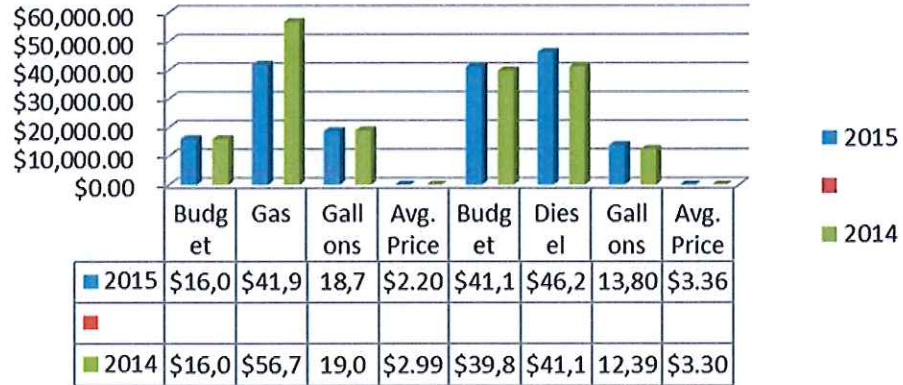
	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount</u> <u>Remaining</u>	<u>%</u> <u>Expended</u>	<u>Previous</u> <u>Year</u>	<u>%</u> <u>Expended</u>
<i>Fire &amp; Rescue Total</i>	335,785.00	34,935.97	292,520.27	43,264.73	87%	87%	

**Public Works Department**

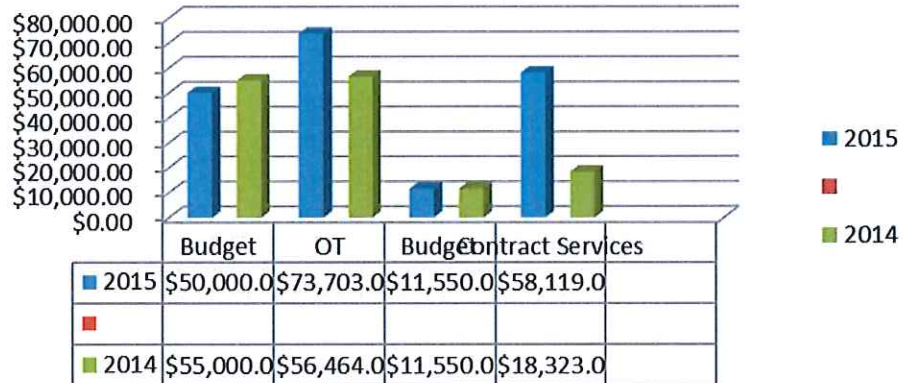
- Winter is finally over! The plow equipment has all been cleaned and serviced for the summer. I have submitted an application with FEMA for \$39,975.97 for the January blizzard. Only 48 hours have been declared and approved for reimbursement for this snow event. It's unfortunate but at least we will get something. It took us almost two weeks to clean up and dig out from this storm. The state did file an appeal for more time and it was denied. We were told FEMA has new guidelines and rules.
- Crews have been busy cleaning up from the long winter. The seasonal employees came back a week later due to all the snow they have been doing a great job of catching up. We are almost done with street sweeping and will soon be freshening up all the crosswalks and striping the parking areas around town.
- I have attached charts to show more detail on budget expenditures.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
Public Works Admin. Total	417,247.00	26,162.41	373,830.25	43,416.75	90%	88%
Roadways and Sidewalks Total	384,070.00	-19,477.72	378,741.26	5,328.74	99%	116%
Street Lights Total	46,250.00	4,031.12	37,041.25	9,208.75	80%	74%
Building and Grounds Total	449,362.00	27,888.02	405,143.13	44,218.87	90%	85%
Cemeteries Total	36,963.00	1,419.46	20,445.13	16,517.87	55%	61%
Vehicle Maintenance Total	174,810.00	6,599.48	188,136.42	-13,326.42	108%	93%

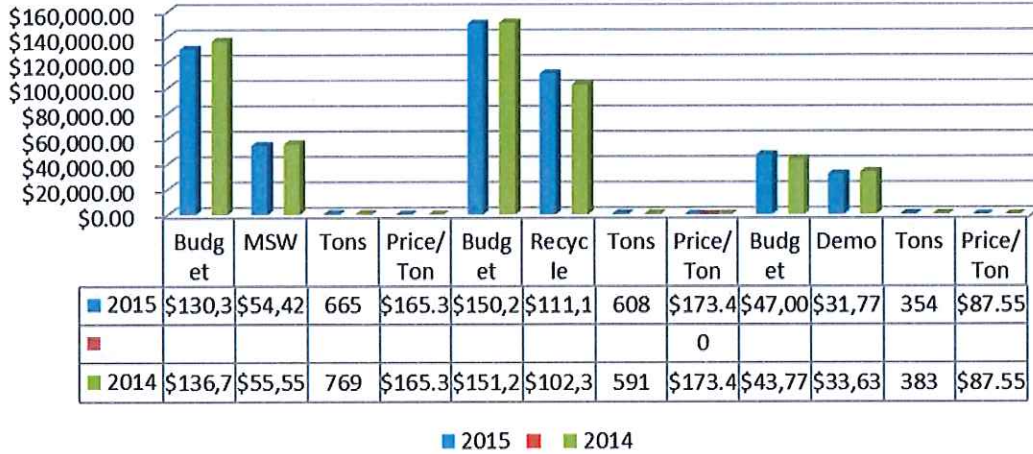
## Public Works Department YTD Gas/Diesel



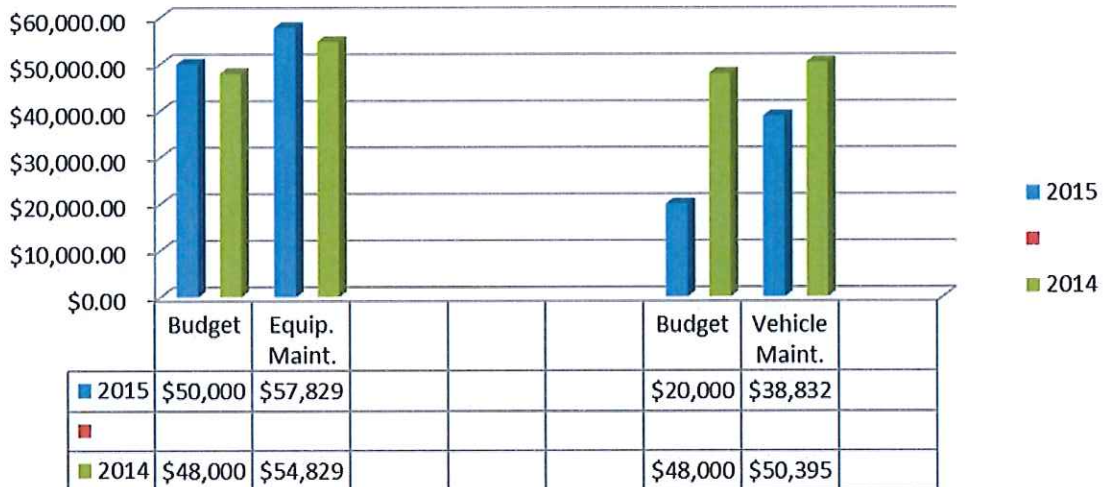
## Public Works Department YTD Overtime/Contract Services



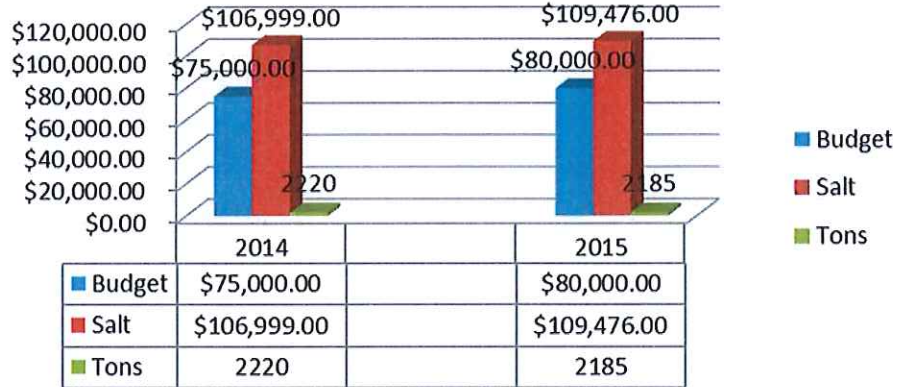
## Public Works Department YTD Solid Waste



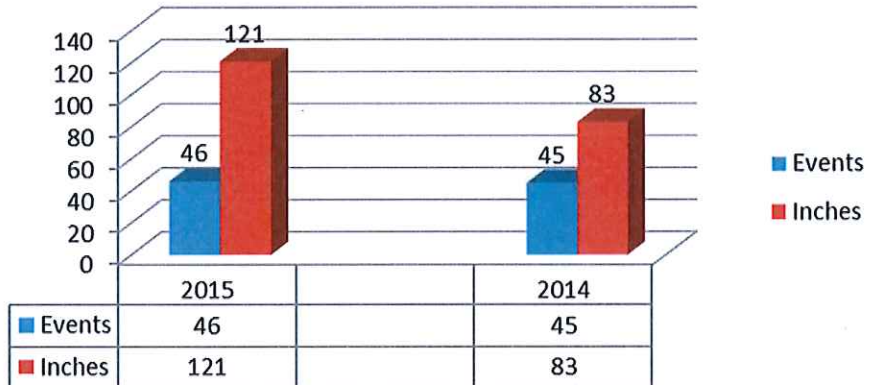
## Public Works Department YTD Equipment/Vehicle Maintenance



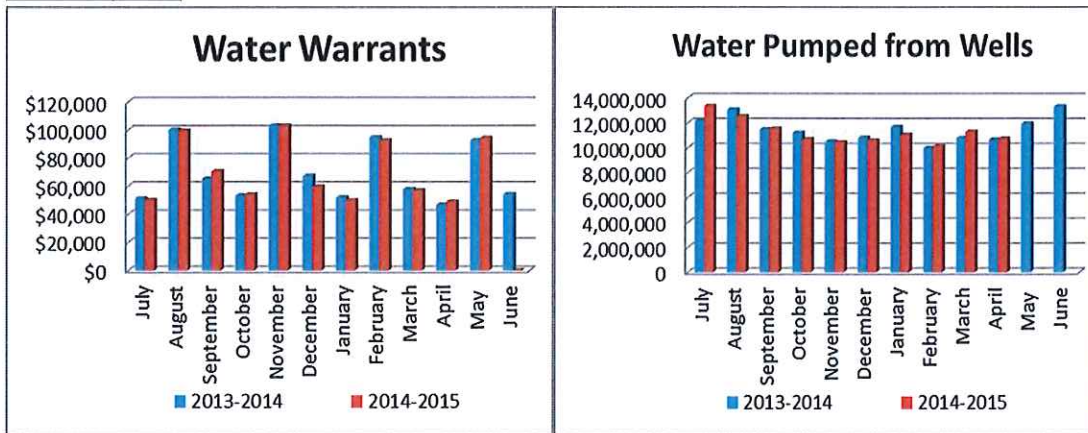
## Public Works Department YTD Salt



## Public Works Department YTD Snow Events



**Water System**



Water Loss for April 2015: 3.43%

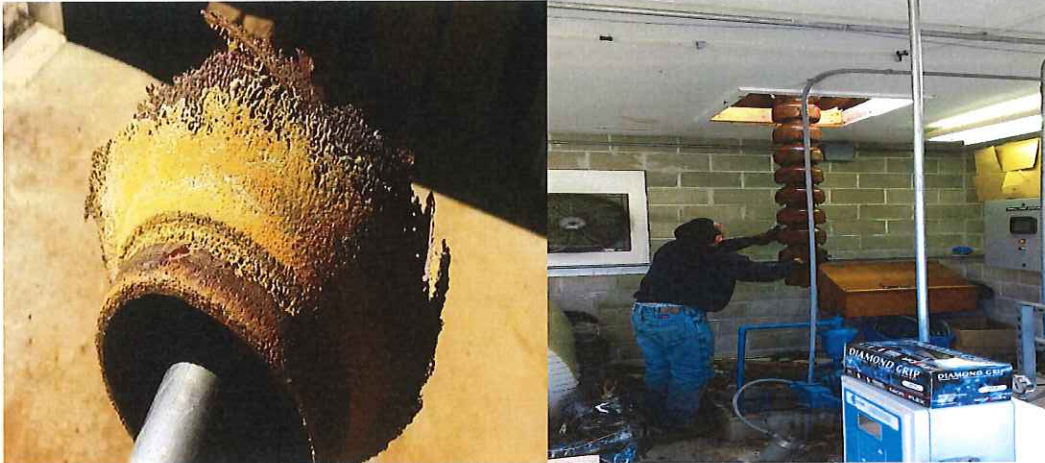
Water Loss Year to Date: 3.86%

**North Main Street Water Main Replacement**

The Contractor has installed approximately 1,500 feet (50%) of the new water main. The contractor expects to have the new water main installed by the end of May. The water main will then be filled and tested for pressure and bacteria. The contractor will begin connecting services after the Town has received the proper documentation that the water main has successfully passed the pressure and bacteria tests.

**Sewall Well**

On April 15, 2015, the Sewall Well pump column, shaft with bearings, and pump was replaced. The new pump was put into operation and had no vibration. It was found the reason for the bad vibration in the old pump was from a couple of the impellers at the bottom that had severely deteriorated. The total cost of the replacement was \$13,036.94.



MacIntosh Well

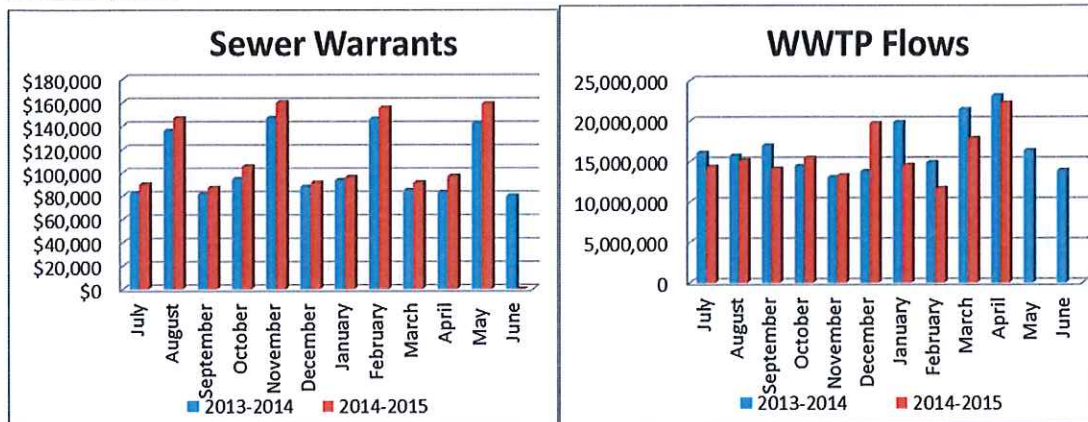
The Horizontal Directional Drill that will install the new water main under the wetlands will begin the beginning of June. PSNH has begun installing the electrical service from Ashswamp Road to the pump house location. Hazen and Sawyer have completed the bidding documents for the well and the blending facility. The documents are at NHDES for a final review. The project will go out to bid the second week of May.

Bennett and Sewall Ground Water Levels

The ground water levels at the Bennett and Sewall Wells are a few feet below normal operating levels for this time of year. I am currently in the process of reviewing historical ground water level data for the Bennett and Sewall Wells. I plan on having a report to the Town Council by the end of May.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
Water Total	829,062.00	36,291.29	746,807.67	82,254.33	90%	85%

## Sewer System



Infiltration and Inflow for April 2015: 370,158 gallons per day

## Wastewater Treatment Plant

The Town received four bids for the Wastewater Treatment Plant Project. APEX Construction was the low bidder for the project. Apex's bid plus engineering and a 5% contingency is \$14.1 million. The amount budgeted for the project.

- Apex Construction \$11,205,600
- Penta Corporation \$11,704,300
- Kinsmen Corporation \$12,388,000
- Methuen Construction \$13,123,816

## Portsmouth Wastewater Treatment Plant

- I watched the video of the Portsmouth Council Workshop where they discussed consolidating their two treatment plants. The video of the entire council meeting can be watched here: [https://www.youtube.com/watch?v=wp\\_GPpm4AOs&feature=youtu.be](https://www.youtube.com/watch?v=wp_GPpm4AOs&feature=youtu.be)
- Portsmouth has completed their analysis of consolidating their two treatment plants at the Pease Location. I believe they also did an analysis of building capacity into the consolidated plant at Pease for some of the neighboring communities, but they did not present or release this data.
- They estimate it will cost the City of Portsmouth between \$41.3 million and \$47.8 million more in initial capital cost to consolidate their two wastewater plants (without any additional capacity for other communities) and that it will increase their projected user cost from \$1,150 to \$1,500 per year. See attached slide from the presentation depicting capital costs for the two approaches.
- They also concluded that there are more risks and unknowns with a consolidated plant.
- While the council deferred making a decision until their next meeting, it appeared the general sentiment of the council was against consolidating their two plants.



- Since it appears that Portsmouth can't cost effectively consolidate their two plants which are 4 miles apart, it would appear to be even less likely that Newmarket could cost effectively consolidate with Portsmouth when the Newmarket Facility is 12.4 miles from the Pease facility.
- Also note that the premise of consolidation was that there would be an economy of scale that would result in rate payer savings. Newmarket's projected user rates assuming we proceed with upgrading our plan in Newmarket are \$825 per year, which are considerably less than Portsmouth's projected rates of \$1,150 to \$1,500 per year.
- The bottom-line is that it would cost Newmarket rate payers more to consolidate with Portsmouth. This finding is consistent with the preliminary cost estimate of the pipeline cost that two consultants did for Newmarket
- As directed by the Council, we have proceeded with the Bidding of the Newmarket WWTF Project. We opened bids for the project on April 16<sup>th</sup>, 2015. The low bidder of four competitive bids was 11.2 Million for the entire project. This is within our available funding for the project. We have 60 days from the bid opening to award the contract if the Council chooses to do so.
- Based on the above information I recommend that the council approve moving ahead with upgrading the Newmarket WWTF as planned, with a first reading of the construction contracts on the May 20<sup>th</sup> council meeting.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
Waste Water Total	947,896.00	41,286.75	740,537.11	207,358.89	78%	78%

### Human Services

- New Welfare Inquiries (calls, partial applications, third party inquiries) not resulting in applications but in referrals 35
- Ongoing cases that are requiring case management 18
- Total new (first time to this office) completed applications received this month- eligible and not eligible 29

### Notes:

- Landlords, who were hesitant to pursue evictions over the winter, are now taking action.
- People are leaving rental units and becoming homeless without going through the court process, communicating with landlords or showing up at courts. They then come to the Town for help, which at this point- their options are limited and it is harder to secure new rental units once an eviction is on their record.
- Woman-aid helped several clients with several needs this Month when these individuals were not eligible for assistance.
- Ever since the new Electric Company is instituting a new policy of requiring security deposits from accounts that may never have been disconnected but continually run late. For our most vulnerable population this is a concern. We have one family who has always paid their account, albeit late, with late fees, who are now struggling to make a security deposit on an account they have had for over 15 years. The Town per our guidelines cannot assist with security deposits and this is creating hardship. This increased our applications in April as predicted. People choose to pay electric bills and or electric security deposits then seek Town help rent, as they feared disconnects.
- We continue to get calls about the loss of COAST- General Assistance Clients rely on the public bus service. Our clients utilize it for: doctor's appointments, work and appointments to other social service agencies.
- We are accepting Recreation Camp Scholarship applications, and reviewing applications for financial eligibility.

**Information Technology**

1. I have been visiting individual PCs to upgrade the database software for our accounting software. I am taking this opportunity to make sure PCs are sufficiently powered for their jobs, have battery backups, and are not too old.
2. Starting the rollout of some new Police Dept. software that would be used in the event of emergencies. Many area departments are using it or planning to, and it has a very good reputation
3. I need to replace two PCs at the Recreation Department, but we are in the midst of evaluating what software we use there. Our current package seems to have few fans, is beyond cumbersome, and quite expensive to upgrade and maintain. It still may be the best option out there, but the exercise of looking at other options cannot hurt!
4. I have been assisting the School Dept. where I can on some technical matters. I have also worked on replacing some equipment for the Downtown WiFi (maintained by Newmarket Biz Assoc.) and Newmarket Historical Society.
5. I installed a new printer at the Water plant to replace an old desk jet printer/plotter that it was difficult to buy parts for due to its age. A nice color LaserJet that is shared between the monitoring stations there is giving us excellent reports into the health of the wells and the Town's water supply.
6. We are heavily involved in setting out plans to redo the auditorium and especially the Channel 13 studio equipment. The equipment is at least ten years old, is starting to fail with more and more regularity, and lacks certain features that are now commonplace among other stations. Recording in the auditorium has always been a mess, so we hope with the upgrade we will have an excellent and well-functioning recording area, and not have to replace most equipment for another ten years.
7. I have been putting more time into our Sunrise Sunset Center as the citizens who utilize it seem to be tech-savvy.
8. I have renewed some software contracts on PDF Editing software, Virus Protection software and have set the stage for a major upgrade to our Assessing software which is part of our annual maintenance. Depending on what Recreation decides, we may do a major upgrade to the existing software, or swap it out completely.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount</u> <u>Remaining</u>	<u>%</u> <u>Expended</u>	<u>%</u> <u>Expended</u> <u>Previous Yr</u>
<i>IT Total</i>	140,152.00	5,261.53	105,174.93	34,977.07	75%	82%

**Building Inspector/Code Enforcement Officer**

**Previous Month Activities**

- Issued:
  - 12 Building Permits \$ 5569
  - 8 Electrical Permits \$ 420 \*3 paid with building permit
  - 3 Plumbing Permits \$ 100 \*1 paid with building permit
  - 9 Mechanical Permits \$ 595 \*1 paid with building permit

**Revenues collected \$6684**

- Sign policing has become a bit of an avocation. Both RSA 236 and our local Zoning Ordinance prohibit ‘bandit’ or ‘snipe’ signs. In general they create visual clutter and reduce the effectiveness of legal signs. They are also often found in motor vehicle operators sight lines needed for safe vehicle operation. We seem to have a high level of support for this activity, as many community members have taken the time to thank us for our efforts.
- Completed 30 regular construction inspections
- Attended Eastern States Building Officials Training in Portsmouth on code updates
- Attended Scenic Mills Byway Advisory Committee (Route 108) hosted by Strafford Regional Planning Commission
- Attended final meeting of the School Board Joint Advisory Committee
- Meet with local Engineering firm representing a property owner-defendant in a personal injury claim involving permitted renovations to a home – we do not feel the plaintiff has standing against the Town
- Met with Energy Auditor contracted by Eversource (PSNH) to conduct a complimentary audit of the Town Hall heat loss and energy consumption.



	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
<i>Code Enforcement Total</i>	66,723.00	5,122.67	56,612.53	10,110.47	85%	85%

**Report of the Town Clerk - Tax Collector**

**TAXES**

Total Committed 2014	\$18,153,846	Tax 1 & Tax 2
Total Collected thru 4/30/15	\$17,960,347.17	(Principal & Interest)

**TAX LIENS**

	<b>2013 Liens (Deed 2016)</b>	<b>2012 Liens (Deed 2015)</b>
Property Tax Amount Liened	245,781.	248,049.
W/S Amount Liened	67,890.	81,699.
# Properties Liened	125	127
Uncollected thru 4/30/15	143,623.	24,631.

**WATER & SEWER (1/1 THRU 4/30/15)**

	<b>2015</b>	<b>2014</b>
Water Billed	249,169.	251,060.
Sewer Billed	441,586.	407,863.
Uncollected thru 4/30/15	167,073.	149,674.

**TOWN CLERK REVENUE (7/1 thru 4/30/15)**

	<b>Year End 6/30/15</b>	<b>Year End 6/30/14</b>	
Motor Vehicle (MV)	1,058,187.	1,004,193.	5.38% increase
Town "non-MV"	109,009.	101,493.	7.41% increase
State NH (MV, Vitals, Boats, Dogs)	405,750.	405,421.	0.08% increase

- Motor vehicles still on the upswing
- Daily activity steady; revenues continue to show steady increase
- Dog Licenses were due April 30<sup>th</sup>
  - Approx 1250 total dogs; 616 licensed as of April 30<sup>th</sup>
- 2014 Lien Date: May 28, 2015
- 2012 Deed Date: June 18, 2015
  - Impending deed notices being mailed May 6, 2015

	<b><u>Budget</u></b>	<b><u>Month Exp.</u></b>	<b><u>YTD Exp</u></b>	<b><u>Amount Remaining</u></b>	<b><u>% Expended</u></b>	<b><u>% Expended Previous Yr</u></b>
Town Clerk - Tax Collector Total	166,544.00	12,123.58	128,003.45	38,540.55	77%	66%

## Planning Department

### Planning Board Activities

#### Applications

Status of recently approved applications of the Planning Board:

*Rockingham Golf, LLC (a.k.a. Chinburg Builders, Inc.)* is developing a residential open space design subdivision, involving 52 house lots, at the site of the “Rockingham Country Club” at 200 Exeter Road. The plan envisions the existing golf course, to remain open to the public, and the adjacent wetlands to be preserved as open space. Construction activity has moved along expeditiously at the site. Road construction is nearly complete with only the overlay and landscaping to be completed. A performance guarantee has been posted in the amount of \$106,000 to assure final completion of the road and all related infrastructure improvements. The developer has received Certificates of Occupancy (COs) for the first six homes in the development. Another four homes have building permits and are currently under construction.

*Newmarket Mills Retail Shops, LLC* – This project concerns a new tenant for the former building known as the “Riverdale Automotive” property. The developer is in the process of converting and expanding the building into a small grocery focusing on perishable foods, such as meat and local produce. In addition, there will be a drive-through service for coffee sales. The final plans have been signed and recorded at the Rockingham County Register of Deeds and construction is current underway. The coffee service business, Aroma Joes, is expected to open sometime in May and the market is expected to open in June 2015.

*Newmarket Mills LLC – Newmarket Mills Retail Shops* – This project involves the construction of a 9,600 square foot commercial retail structure along with site improvements and landscaping on land to the rear of the Newmarket Library off of Main, Elm, and Spring Streets. The Planning Board approved plans for a 3,600 square foot nano-brewery to be located within the building in April 2014. Interior construction for that use is currently underway. The new Panzanella’s restaurant opened in the new retail shops in January 2015 moving from its previous location at 72 Main Street. The restaurant has added a sports bar and an outside patio for warm weather dining. Building plans have been received for a new Japanese Restaurant within the retail shops. Only one tenant space remains to be leased at this time.

Applications currently before the Planning Board:

*Newmarket Industrial Park Lot 6, LLC/Shearwater Investment Corporation* – This is an application for a Major Site Review for a 24,000 square foot expansion of an existing

industrial building located on Forbes Road (Tax Map R-3, Lot 8 and Tax Map R3, Lot 9-6.) The site plan includes associated parking, drainage and landscaping improvements. The lots will be merged upon site plan approval.

In May 2014, the Planning Board made a determination that the application involves excavation that is incidental to the development and, therefore, doesn't require additional permitting under the Town's regulations governing earth excavations and the State RSA 155 E.

The application has been extensively reviewed by the Technical Review Committee (TRC) related to drainage, landscaping, erosion control, buffer requirements, and other engineering details. There have been several iterations of the plans.

Initially there were concerns about the steepness of the proposed slopes which are within 15 feet of the State's right-of-way and the potential that exists to destabilize the roadway. The NH DOT has approved the geotechnical study that was completed by the applicant's engineer which addressed those concerns.

Another concern was related to the intersection of Forbes Road and Route 108 which currently is less than ideal for access due to poor sight lines and traffic conditions during peak hours. The applicant prepared a traffic report including a calculation of traffic generation, a lane warrant analysis and site distance evaluation.

For several months, the applicant has worked closely with the Technical Advisory Committee (TAC) of the Planning Board and the access engineer from the NH Department of Transportation (District 6) looking at possible modifications to the intersection to improve the intersection's safety and functionality. The applicant has provided additional survey data and a proposed mitigation plan which will be greatly improve the safety of the intersection.

At the Planning Board meeting on April 14, the Planning Board granted conditional approval of the application subject to several conditions, including entering into a developer's agreement, providing a performance guarantee, advanced payment of construction oversight services to assure compliance with approved site plans, implementation of off-site improvements to improve traffic safety, impact fees, evidence of state and federal permits, a merger plan, and appropriate right-of-way easements.

### **FEMA Flood Plain Maps and Ordinances**

The Federal Emergency Management Agency (FEMA) has sent the Town new Flood Insurance Rate Maps (FIRM). Whenever new maps are produced, communities, such as Newmarket who are participating in the National Flood Insurance Program, are required to have ordinances in place which are compliant with federal regulations. The NH Office of Energy and Planning (OEP) has conducted a compliance review of our regulations and forwarded to us recommendations for updating our regulations. The Planning Board will be working in the next few months ahead on amendments to the zoning, subdivision and

site review regulations to assure Newmarket's continued eligibility in the program. These changes need to be adopted before the maps become effective in fall 2015. Copies of the preliminary flood plain maps are available for public viewing in the Planning Office and have been posted on the Town's website.

### **Update of Newmarket Master Plan:**

*Housing and Demographics* - At the Planning Board meeting in February 2015, Matt Sullivan, Planner of the Strafford Regional Planning Commission provided an overview of the results of a demographic analysis to include historic and future population trends related to age, school, income, and employment, housing characteristics, trends and affordability, and a discussion of future directions. Mr. Sullivan will be returning to the Planning Board on May 12, 2015 to discuss future directions, goals and recommendations related this chapter in the Master Plan.

*Visioning Process* – The first of two (2) public forums was held on Saturday, April 18, 2015. The purpose of the forum was to solicit comments and input from Town residents and stakeholders on a variety of planning issues. The responses and the information from the forums will be summarized in a report and become the Town's vision statement as part of the Master Plan Update. The project has been branded "Newmarket LIVE!" LIVE is an acronym for Local Interactive Visioning Exercise. Through a series of exercises, participants will explore the key components of achieving and maintaining a high level of quality of life and sense of community, here in Newmarket, today and into the future. Topics discussed included: community leadership, volunteerism, citizen engagement, community services and facilities, recreational opportunities, historic, cultural and natural resources, growth, development, housing trends, and land use, economic vitality and transportation. The Planning Board will review the results of the first visioning session at its regular meeting on Tuesday, May 12, 2015.

*Master Plan Visioning Survey* – As part of the visioning process, the Planning Board is conducting a survey to give residents who were unable to attend the "Newmarket Live!" Forum # with the opportunity to share their thoughts and concerns. The survey can be found on the Town's website at [www.newmarketnh.gov](http://www.newmarketnh.gov). The results of the survey will be incorporated into the Town's vision statement.

*Future Land Use Chapter* – Using the feedback from the visioning process, the Future Land Use Chapter of the Master Plan will be updated with assistance from the Strafford Regional Planning Commission. The chapter will look at different development scenarios using the build-out analysis that was completed in the Existing Land Use Chapter and various computer software applications.

### **Zoning Board of Adjustment**

The Zoning Board of Adjustment (ZBA) has received an application from Kyle and Maury Barnett for a variance to permit an accessory apartment on the second floor of a detached



garage at 48 Elm Street. The application was denied by the Zoning Board at its meeting on Monday, May 4, 2015. It is expected the applicant will request a re-hearing on the application.

The Zoning Board of Adjustment received an application from Edwin Aviles, at 7 Plains Road Mobile Home Park, Wadleigh Falls Road to permit the placement of a new mobile home (which is replacing an older model mobile home) at a location twelve (12) feet from the road. The application was continued until the July 6, 2015 Zoning Board meeting to allow a land surveyer to determine if the proposed location of the new mobile home will encroach upon the adjacent neighbor's property.

## **Special Projects**

### **Route 108 Pedestrian Crossings**

A public information meeting was held last summer regarding traffic calming improvements on Main Street between Elm Street and Exeter Road. A number of concerns were raised as well as suggestions for improving the project, which were taken into consideration by the engineering consultants as they move forward with the design of the project.

The traffic calming improvements, generally referred to as Alternative 3, in the "Pedestrian Crossing Improvements Engineering Study", prepared by Dubois and King, Inc. include:

- Improved pedestrian signage
- Additional pedestrian-level luminaires to improve nighttime visibility
- Installation of Rectangular Rapid Flashing Beacons (RRFB)
- Enhanced curb extensions
- Reconstruction of five (5) existing crosswalks with red concrete pavers, flanked by granite
- Construction of a cantilevered deck adjacent to the main entrance to the mill.
- Installation of a new crosswalk between Church Street and Exeter Road
- Relocation of the existing solar-powered flashing LED pedestrian crossing signs
- Improved pedestrian visibility, traffic calming and streetscape improvements in the vicinity of the Newmarket Library and Newmarket mills egress

The engineering consultant submitted design plans and specifications to the NH Department of Transportation (NH DOT) in January 2015. (See Planning Department web page to view plans at [www.newmarketnh.gov](http://www.newmarketnh.gov)). The Town recently completed negotiations regarding the purchase of a 140 square foot permanent easement from the Newmarket Mills, LLC for a cantilevered deck which is one of the pedestrian safety improvements that is being planned adjacent to the main entrance to the mills. The Town recently received review comments from the New Hampshire Department of Transportation (NH DOT) and the Town's consultant is revising the plans in response to those comments. The revised plans will be submitted to the NH DOT on May 15, 2015.

The project is scheduled to be advertised for bids on May 26, 2015, following FHWA approval of the final plans. Construction is expected to begin in the July 2015 and be completed prior to the winter of 2016. A copy of the engineering report and the most recent plans can be viewed

electronically on the Town's website at [www.newmarketnh.gov](http://www.newmarketnh.gov) under the Planning Department web page titled "Main Street Draft Pedestrian Improvements Plans Released".

### **Macallen Dam Feasibility Study**

The final report concerning removal of the dam, prepared by Gomez and Sullivan Engineers, was released in July 2014. A copy of the report can be found on the Town's web site at <http://www.newmarketnh.gov>.

In August, a resolution was passed by the Town Council to formalize the Macallen Dam Study committee and broaden its purpose to examine all options the Town has with respect to the dam, for removal, preservation, and other possibilities. The committee is charged with reporting back to the Town Council with a recommended course of action. Appointments were made to the Macallen Dam Study Committee in September.

The committee has been meeting regularly since October reviewing various options for repairing the dam. One option that appears to have merit includes increasing the height of and structurally stabilizing the retaining walls on either side of the dam, in order to pass the 10,258 cfs (cubic feet per second) 100 year flood, which is being required by the State. Further engineering study is necessary to determine the feasibility of this option and to identify construction costs.

The Macallen Dam Study Committee met with Steve Doyon, Chief Engineer, of the Dam Safety Bureau of the New Hampshire Department of Environmental Services (NH DES) on March 3, 2015 to discuss the Town's Letter of Deficiency and obtain feedback on the various approaches before moving forward.

The Town has received word from the NH Department of Environmental Services (DES) that the Department has approved the Town's Emergency Action Plan (EAP), which was one of the outstanding items identified in the NH DES Letter of Deficiency (LOD). A draft plan had been submitted to the State in April.

At the Town Meeting on March 10, funding in the amount of \$50,000, was approved for the Macallen Dam Capital Reserve Fund. Committee members are working on a Request for Proposal (RFP) for engineering services which will look at the current stability of the dam as well as the option of raising the abutments in order to meet requirements to pass the 100 year flood. Funding for this engineering study will become available in July 2015.

### **Route 108 Shoulder Widening and Bike Path Construction Project**

In 2010, the Town Meeting approved a warrant article to raise and appropriate the sum of \$809,292 to allow the Town to construct a shoulder widening and bicycle lane project from the Irving Gas Station to the Newmarket/Newfields town line. The NH DOT and Federal Highway Administration (FHWA) proposed providing full funding for this project through the Federal Congestion Mitigation and Air Quality (CMAQ) Program and State tolls program. A resolution was approved by the Town Council at its meeting on May 21, 2014 to authorize the Town Administrator to enter into a design contract with Underwood Engineers to prepared a feasibility

study related to the project. A “kick-off” meeting to begin work on the engineering study was held in July 2014.

Over the summer, the consultant prepared two alternative concepts for the bikeway and a preliminary opinion of cost for the two alternatives. The first alternative involved the construction of 5 foot wide paved shoulders extending from the Rockingham Country Club to the southerly limits of the Phase 1: Newmarket Main Street Project, which was completed in 2005. It included drainage improvements to facilitate shoulder widening and road-widening to accommodate a center through lane in the vicinity of Forbes Road. A second alternative involved separating vehicle traffic from bike traffic adjacent to Route 108 by having a bike path on one side of the road.

The Town staff held a meeting in October 2014 with NH DOT Division 6, and the Concord NH DOT office to evaluate the options; obtain technical comments; and receive some preliminary guidance on the most feasible approach. As a result of that meeting, several modifications were made to the plan in order to bring costs down to a fundable level. The current plan involves a phased approach to the project including the construction of 5 foot wide paved shoulders and related drainage improvements, and a separate 8 foot wide bike path segment on the west side of Route 108 in the vicinity of the Rockingham Country Club.

The preliminary cost estimate for the revised project is \$1,009,000. The State has indicated that they will consider a project around \$1 million, however, the Town would have provide the additional 20% match (for the increase over \$809,292) available) to increase the project budget. The cost of the 20% match is estimated at \$40,000. In the near future, the Town Council will need to confirm that local funding for the additional 20% match will be forthcoming and decide whether to move forward with the project, as envisioned.

A local concerns meeting will be scheduled for the Town Council meeting on May 20 to present the conditions analysis that has been completed, present funding proposals and project scheduling, and solicit comments relative to local issues of concern that should be addressed by the project. The Town and Underwood Engineers will make a specific invitation to impacted land owners. A time extension to the project to December 31, 2016 to allow additional time for engineering and planning has been granted.

### **Coastal Resilience Technical Assistance Project**

The Planning Department received a \$57,793 NH Coastal Program grant from the NH Department of Environmental Services (NH DES) to hire a consultant to assess building resilience to flooding and climate change in the Moonlight Brook Watershed. This project will update an existing watershed model to characterize the conditions in the Moonlight Brook watershed, include a build-out analysis based on population and growth projections, identify potential flooding risks in the watershed and recommend measures to reduce stormwater flows and restore ecosystem functions through the design of a green infrastructure project. A presentation of the project was held at the December 17, 2014 Town Council meeting.

At that meeting, the Town Council authorized the Town Administrator to accept the grant. The project is scheduled to begin sometime after the March 2015 Town Meeting. This project will augment work that is currently underway related tracking/accounting system for Total Nitrogen in response to the Town's EPA Administrative Order and will provide credit to the Town under the MS4 program for non-point source pollution abatement once the Town's new Stormwater Management Program is underway. PTAPP is a cooperative forum of watershed communities within the Great Bay region which are working together toward identifying a consistent, effective tracking system and accounting system for monitoring pollutant loads, including Nitrogen, into the Great Bay. Newmarket is required to monitor and track Nitrogen loading from point and nonpoint sources as part of its Administrative Order on Consent that has been issued by the Environmental Protection Agency (EPA).

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount</u> <u>Remaining</u>	<u>%</u> <u>Expended</u>	<u>%</u> <u>Expended</u> <u>Previous Yr</u>
Planning Total	128,153.00	7,892.83	89,868.62	38,284.38	70%	73%

## **Finance Department**

### Department's primary function:

- Process accounts payable, payroll, and accounts receivables not under the control of the Tax Collector.
- Monitor human resources, fiscal budget, and financial analysis and forecasting.
- Providing financial assistance and analysis to Town Departments.

Essentially, we are the “fiscal watchdog;” however, we are mindful that we are simply a service organization to other departments and the Town’s elected leaders.

### Projects:

Projects have been segregated into two groups, where “major” projects require most of our attention, while “minor” projects does not.

### **Major Projects**

- Closely monitor the budget for the remainder of the year.
- Review health insurance and property liability insurance options.
- Design and implement collection and reporting procedures for health insurance reporting to the IRS at year-end, which is a result of the *Affordable Care Act*. We will bring a resolution before the Town Council setting measurement criteria for when an employee is eligible for health insurance.

### **Minor Projects**

- Accounts receivables (non-tax related A/R) – We continued our monthly receivable collections efforts. We have seen a slight increase in the number of slow paying customers; however, many of these customers have had a long-term relationship with the Town.
- NHRS Audit – NHRS conducted its first compliance audit and issued a report. The report noted several minor findings. The second audit will begin next week and is for the System’s audited financial statements. Hopefully, we can use the results of the next audit for our year-end audit.
- Prepare the Town’s year-end financial statements – Our new auditors are requiring the Town to prepare the financial statements, which is a relatively simple task that just takes time. One of the key components for this year’s financial statements is the inclusion of the Town’s share of the unfunded pension liability of the NHRS. We have been discussing the timing of information from NHRS regarding the calculation of the liability and the resulting amount. Unfortunately, NHRS does not have the resulting amount now; however, they expect to receive it prior to year-end.

Economic Indicators

Final water and sewer bills are an indicator of real estate sales. The following are final water and sewer bills by month.

Month	FY 15	FY 14	Increase/ (decrease)	% Increase/ (decrease)
July	15	11	4	36.36%
August	10	26	(16)	-61.54%
September	12	7	5	71.43%
October	10	8	2	25.00%
November	3	9	(6)	-66.67%
December	9	5	4	80.00%
January	5	9	(4)	-44.44%
February	7	5	2	40.00%
March	7	14	(7)	-50.00%
April	8	10	(2)	-20.00%
May		11	(11)	-100.00%
June		12	(12)	-100.00%
Total	86	127	(41)	-32.28%

Financial Highlights:

Please note that pursuant to generally accepted accounting principles fund balance terminology has changed. My analysis uses the old terminology with the new terminology in brackets.

- Highlights of FY 2015 are as follows:
  - General Fund balance sheet:
    - We are entering our second low-cash balance, which we have a reconciled balance of \$8,091,067 at the end of April. Since this bank account consolidates all of our activities into one account, a majority of the cash balance belongs to the Solid Waste Fund (\$321,059.92), Water Fund (\$1,140,794.29), Conservation Fund (\$212,615.43), and Wastewater Fund (\$1,087,936.65). Additionally, we have to pay the remainder of the School District assessment from this cash fund, which amounts to \$2,152,542.
  - Revenue highlights:
    - We exceeded our total general fund budgeted revenue at the beginning of May. Any collections from this point forward will increase the Town's unreserved (unassigned) fund balance.
    - We have not seen any land use change tax collections for so long, that we have not budgeted this as a revenue source. In April, we collected \$13,000, which 50% was transferred into the conservation commission's fund.
    - MV Permit fees continue their strong trend. At the end of April, we are within 6% of our total budgeted revenues.
  - Expenditure highlights:
    - Every department is within expectation, except for Public Works/Building Maintenance/Vehicle Maintenance. We expect that they will be overspent by year-end. We are working with departments to move around resources.

One such effort is to shift the appropriation burden of Town Hall improvements towards the capital reserves, which I will be proposing a Resolution for this topic.

- Projects:
  - Fiscal year to date, we have spent \$227,438 towards the Macintosh Well Development and \$804,620 towards the waste water treatment facility upgrade. We have \$1 of costs waiting for reimbursement for the bike path on Route 108. We also have \$2,640 of costs waiting for reimbursement; however, we are waiting for a warranty period for installation to pass prior to requesting reimbursement.

	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Expended</u>	<u>% Expended Previous Yr</u>
Finance Total	199,175.00	17,546.79	142,542.46	56,632.54	72%	78%
Human Resources Total	1,385,709.00	45,956.27	1,027,650.36	358,058.64	74%	74%

## **Recreation Department**

Recreation Revenue in the Revolving Account for the 2014-15; the projected of total revenue to be collected by the end of this fiscal year was forecasted at \$191,172.00. The current revenue amount collected in the revolving account as of May 6, 2015 is \$191,270.00 which is 110.052% of projected Revenue.

The expenditure of the Revolving Account as of May 6th, 2015 is for this fiscal year is \$135,626.32 which is 72% of the total budget and is right on track for the department's next 2 monthly projections. The General Fund expenditures as of May 6, 2015 are \$160,082.62 which is 74% of the total budget. The revenue for the general Fund is \$3,798.00.

2015 Wanna Iguana Day Camp registration is 88% full, leaving only 22 spaces left of the 240 maximum enrollment. It is still our forecast that the department could sell out by the 3<sup>rd</sup> week of May 2015 if this trend continues. In Addition, the preschool play group is still growing, preschool sports are at capacity, and aggressive marketing continues to boost this revenue increase. This is occurring without a second recreation brochure as the department transitions to one brochure per fiscal year and emphasizes the Newmarket Recreation web page.

The Recreation Department through its Flex and Focus Dance and Exercise Studio continues utilizing this room for the senior population "The Bone Builders Program" offered by RSVP for a small donation. Dance options for children have begun with Blooming Ballerinas and Twinkle Toes. Enrollment is growing.,

Mommy and Me Tea will be running this coming Saturday on May 9th, 2015. This year the program is centered on the theme spring and flowers. The Recreation Department is expecting about 60 participants with a single setting with team time at 12:00.

Spring sports are booming at Newmarket Recreation in 2015. Preschool T-Ball for 3 and 4 year olds is already filled with two classes with 20 plus players per class. The 5 and 6 year old Tee-Ball League for children is almost sold out with 40 participants already signed up. The capacity is 50 participants. There are six teams in the league to date. Spring Training Flag Football has enough participants to run for the 1<sup>st</sup>-3<sup>rd</sup> grade and the 4<sup>th</sup> to 6th grade teams with 30 participants. Granite State Track and field is its first weeks of practice at the UNH Track. There are 16 participants and expected to grow to 24.

The Sunrise Sunset Center hosted the opening day of Red Sox Baseball at the center. Volunteers cooked hotdogs, and sausage with onions and peppers like you would find on Yonkee Way. There were 38 participants watching the game on the big screen. They enjoyed old fashioned Cracker Jacks and sang the song "Take Me Out to the Ball Game" with Bucky Bailey who also spoke about baseball bats made in New Hampshire. Today was the May 7<sup>th</sup> Thursday day special with hat day. It was a hoot. Trips have included the breakfast bunch, and a trip to the Oxford Casino. A new program will take place on Thursday May 28<sup>th</sup> entitled "a Senior walk with Doc." This is a short walking experience that ends with a Doctor speaking to the group from Lamprey Health Care about wellness. This is a Rec-Connect event with collaboration with the Sunrise Sunset Center and Lamprey Health Care.



	<u>Budget</u>	<u>Month Exp.</u>	<u>YTD Exp</u>	<u>Amount Remaining</u>	<u>% Used</u>
Recreation	204,114.00	16,584.06	160,082.62	44,031.38	78%
Rec. Revolving	191,172.00	4,017.12	135,626.32	55,545.68	71%

Town of Newmarket, New Hampshire  
Expense Report<sup>a, b</sup>  
For the Period Ended April 30, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014			
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year Spent	Percent of Budget Spent	Budget	Month to Date Transactions	Year to Date Transactions
Town Council	19,050.00	739.50	19,066.44	-16.44	100%	18,985.00	210.22	14,582.59	4,402.41	77%
Town Administrator	176,027.00	12,097.47	144,575.40	31,451.60	82%	175,187.00	14,346.29	148,628.45	26,558.55	85%
Fiance	199,175.00	17,546.79	142,542.46	56,632.54	72%	209,685.00	12,724.10	163,445.37	46,239.63	78%
Human Resource	1,385,709.00	45,956.27	1,027,650.36	358,058.64	74%	1,363,233.67	45,527.66	1,011,048.87	352,184.80	74%
Town Clerk/Tax Collector	166,544.00	12,123.58	128,003.45	38,540.55	77%	182,130.00	11,963.81	119,370.11	62,759.89	66%
Recreation G.F.	204,114.00	16,584.06	160,082.62	44,031.38	78%	0.00	0.00	0.00	0.00	0%
Code Enforcement	66,723.00	5,122.67	56,612.53	10,110.47	85%	63,908.00	4,693.99	54,202.72	9,705.28	85%
Direct Assistance	64,720.00	1,593.96	24,706.89	40,013.11	38%	64,200.00	1,528.76	24,750.75	39,449.25	39%
Assessing	66,723.00	2,548.43	33,659.38	33,063.62	50%	73,223.00	2,440.62	45,513.16	27,709.84	62%
Legal	75,000.00	6,344.66	68,716.69	6,283.31	92%	67,500.00	9,871.24	125,023.41	-57,523.41	185%
Planning	128,153.00	7,892.83	89,868.62	38,284.38	70%	120,113.00	7,865.94	88,178.33	31,934.67	73%
Conservation Commission	1,941.00	213.75	2,192.47	-251.47	113%	1,941.00	0.00	791.29	1,149.71	41%
Economic Development	1,000.00	6,198.75	13,360.00	-12,360.00	1336%	2,000.00	0.00	9,500.00	-7,500.00	475%
Debt Service	141,550.00	0.00	138,458.32	3,091.68	98%	281,800.00	0.00	143,017.26	138,782.74	51%
Information Technology	140,152.00	5,261.53	105,174.93	34,977.07	75%	138,744.00	10,289.34	113,525.53	25,218.47	82%
Channel 13	29,387.00	1,690.26	23,279.95	6,107.05	79%	25,686.00	1,687.40	23,056.79	2,629.21	90%
Police	1,264,752.00	89,408.66	986,772.27	277,979.73	78%	1,263,503.33	103,645.28	969,681.55	293,821.78	77%
Public Work Administration	417,247.00	26,162.41	373,830.25	43,416.75	90%	398,718.00	31,934.39	352,512.43	46,205.57	88%
Roadways & Sidewalks	384,070.00	-19,477.72	378,741.26	5,328.74	99%	346,690.00	8,142.58	402,335.20	-55,645.20	116%
Street Lighting	46,250.00	4,031.12	37,041.25	9,208.75	80%	45,800.00	4,187.70	33,970.87	11,829.13	74%
Bridges	0.00	0.00	0.00	0.00	0%	500.00	0.00	0.00	500.00	0%
Building & Grounds	449,362.00	27,888.02	405,143.13	44,218.87	90%	451,050.00	34,087.22	382,729.08	68,320.92	85%
Cemetery	36,963.00	1,419.46	20,445.13	16,517.87	55%	35,915.00	1,750.64	21,791.93	14,123.07	61%
Vehicle	174,810.00	6,599.48	188,136.42	-13,326.42	108%	189,860.00	23,129.69	177,212.58	12,647.42	93%

Town of Newmarket, New Hampshire  
Expense Report<sup>a b</sup>  
 For the Period Ended April 30, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014					
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent
Fire & Rescue	335,785.00	34,935.97	292,520.27	43,264.73	87%	297,983.00	22,759.37	260,360.43	37,622.57	87%		
Emergency Management	1,950.00	0.00	0.00	1,950.00	0%	1,950.00	0.00	0.00	1,950.00	0%		
Grants	67,048.00	0.00	53,325.00	13,723.00	80%	67,048.00	7,000.00	43,533.00	23,515.00	65%		
Social Service Grant	45,023.00	0.00	37,323.00	7,700.00	83%	40,400.00	0.00	29,800.00	10,600.00	74%		
Transfers	117.00	117.00	117.00	0.00	100%	0.00	0.00	0.00	0.00	0%		
<b>General Fund</b>			<b>6,089,345.00</b>	<b>312,998.91</b>	<b>4,951,345.49</b>	<b>1,137,999.51</b>	<b>5,927,755.00</b>	<b>359,786.24</b>	<b>4,758,561.70</b>	<b>1,169,191.30</b>	<b>80%</b>	
Library	303,736.00	27,902.22	238,584.20	65,151.80	79%	300,931.00	22,351.03	248,343.45	52,587.55	83%		
Recreation	191,172.00	4,017.12	135,626.32	55,545.68	71%	387,053.00	25,389.14	300,801.06	86,251.94	78%		
Solid Waste	449,611.00	29,576.08	308,311.41	141,299.59	69%	450,225.00	26,197.72	292,678.13	157,546.87	65%		
Water	829,062.00	36,291.29	746,807.67	82,254.33	90%	848,597.00	31,527.21	718,469.94	130,127.06	85%		
Sewer	947,896.00	41,286.75	740,537.11	207,358.89	78%	954,020.00	63,494.95	746,048.74	207,971.26	78%		
<b>Total Operating Budget</b>			<b>8,810,822.00</b>	<b>452,072.37</b>	<b>7,121,212.20</b>	<b>1,689,609.80</b>	<b>8,868,579.00</b>	<b>528,746.29</b>	<b>7,064,903.02</b>	<b>1,803,675.98</b>	<b>80%</b>	

Town of Newmarket, New Hampshire  
Expense Report<sup>a, b</sup>  
For the Period Ended April 30, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015			Fiscal Year 2014			Percent of Budget Spent		
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions		Year to Date Transactions	Balance Year
Town Council	01-401-100-0000	TC - ELECTED SALARIES	11,000.00	0.00	11,000.00	0.00	11,000.00	0.00	11,000.00	100%	
	01-401-103-0000	TC - PART-TIME	7,800.00	675.00	7,481.25	318.75	7,735.00	135.00	3,427.50	44%	
	01-401-190-0000	TC - TRAINING	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0%	
	01-401-202-0000	TC - GENERAL SUPPLIES	0.00	64.50	405.19	-405.19	0.00	75.22	155.09	0%	
	01-401-222-0000	TC - COMMITTEE SUPPORT	0.00	0.00	180.00	-180.00	0.00	0.00	0.00	0%	
			19,050.00	739.50	19,066.44	-16.44	18,985.00	210.22	14,582.59	77%	
Town Council	01-402-101-0000	TA - FULL TIME SALARIES	129,394.00	9,510.30	104,106.71	25,287.29	128,437.00	9,510.30	107,039.35	83%	
	01-402-103-0000	TA - PART TIME SALARIES	4,000.00	956.03	3,382.52	617.48	3,000.00	532.65	4,405.41	147%	
	01-402-190-0000	TA - TRAINING/STAFF DEV	3,000.00	0.00	2,102.88	897.12	3,000.00	49.56	1,524.68	51%	
	01-402-201-0000	TA - POSTAGE	3,000.00	150.14	1,867.24	1,132.76	3,000.00	189.97	2,002.29	67%	
	01-402-202-0000	TA - GENERAL SUPPLIES	10,883.00	217.07	9,727.97	1,155.03	11,000.00	1,053.93	9,152.79	83%	
	01-402-301-0000	TA - COMMUNICATION SERVICES	4,000.00	330.77	3,294.36	705.64	4,000.00	326.57	3,125.85	78%	
	01-402-310-0002	TA - DUES/SUBSCRIPTIONS	8,000.00	411.31	10,130.82	-2,130.82	7,500.00	0.00	8,896.27	119%	
	01-402-310-0003	TA - ADVERTISING	2,500.00	285.85	2,828.93	-328.93	2,500.00	346.15	2,938.83	118%	
	01-402-310-0005	TA - BOOKS	750.00	0.00	300.00	450.00	750.00	387.31	387.31	52%	
	01-402-402-0000	TA - EQUIPMENT MAINTENA	5,000.00	236.00	4,032.61	967.39	5,000.00	472.00	6,004.71	120%	
	01-402-501-0000	TA - PRINTING/PUBLISHING	3,000.00	0.00	2,801.36	198.64	4,500.00	1,477.85	2,525.96	56%	
	01-402-702-0000	TA - CONTRACTED SERVICE	2,500.00	0.00	0.00	2,500.00	2,500.00	0.00	625.00	25%	
				176,027.00	12,097.47	144,575.40	31,451.60	175,187.00	14,346.29	148,628.45	85%
	Town Administrator	01-403-100-0000	FINANCE - ELECTED OFFICIALS	5,900.00	0.00	4,166.70	1,733.30	5,900.00	0.00	4,166.70	71%
		01-403-101-0000	FINANCE - FULL TIME SALARIES	158,725.00	16,737.32	110,687.91	48,037.09	166,985.00	10,352.40	133,058.62	80%
		01-403-190-0000	FINANCE - TRAINING/STAFF DEVELOPMENT	1,000.00	0.00	0.00	1,000.00	1,000.00	0.00	42.94	4%
		01-403-202-0000	FINANCE - GENERAL SUPPLIES	5,600.00	53.98	4,562.41	1,037.59	5,600.00	1,166.50	4,109.69	73%
01-403-301-0000		FINANCE - COMMUNICATIONS SERVICES	2,300.00	205.49	1,828.85	471.15	2,300.00	205.20	1,978.97	86%	
01-403-310-0001		FINANCE - BUDGET COMMITTEE EXPENSE	200.00	0.00	0.00	200.00	200.00	0.00	564.00	282%	
01-403-310-0002		FINANCE - DUES/SUBSCRIPTIONS	300.00	0.00	0.00	300.00	300.00	0.00	0.00	0%	
01-403-310-0003		FINANCE - ADVERTISING	2,000.00	0.00	152.95	1,847.05	0.00	0.00	0.00	0%	
01-403-402-0000		FINANCE - EQUIPMENT MAINTENANCE	2,600.00	0.00	593.64	2,006.36	600.00	0.00	324.45	54%	
01-403-703-0000		FINANCE - AUDIT	20,550.00	550.00	20,550.00	0.00	26,800.00	1,000.00	19,200.00	72%	
				199,175.00	17,546.79	142,542.46	56,632.54	209,685.00	12,724.10	163,445.37	78%
Finance		01-404-150-0000	EMP BEN - FICA	172,772.00	7,537.48	94,673.59	78,098.41	117,246.00	7,761.83	93,388.80	80%
		01-404-151-0000	EMP BEN - MEDICARE	40,407.00	3,181.98	33,627.67	6,779.33	43,099.00	2,840.45	33,019.88	77%
	01-404-152-0000	EMP BEN - PRE-EMPLOYMENT TESTING	1,000.00	0.00	393.00	607.00	1,000.00	50.00	180.00	18%	
	01-404-155-0000	EMP BEN - HEALTH INSURANCE	518,365.00	4,829.39	401,968.22	116,396.78	450,709.00	4,356.11	404,721.37	90%	
	01-404-156-0000	EMP BEN - NH RETIREMENT	397,313.00	28,411.06	325,016.81	72,296.19	434,215.67	29,227.71	311,694.19	72%	
	01-404-159-0000	EMP BEN - LIFE/DISABILITY BENE	28,639.00	1,996.36	19,559.14	9,079.86	30,603.00	1,888.81	20,905.97	68%	
	01-404-160-0000	EMP BEN - WORKERS COMPENSATION	53,965.00	0.00	45,903.35	8,061.65	115,899.00	-597.25	55,206.40	48%	
	01-404-161-0000	EMP BEN - UNEMPLOYMENT	6,212.00	0.00	4,202.31	2,009.69	10,919.00	0.00	5,733.68	53%	
	01-404-162-0000	EMP BEN - EMPLOYEE TESTING	600.00	0.00	588.00	12.00	600.00	0.00	2,069.00	345%	
	01-404-190-0000	HR - TRAINING STAFF DEVELOPMENT	0.00	0.00	788.27	-788.27	0.00	0.00	25.00	0%	
	01-404-197-0000	EMP BEN - MERIT INCREASE POOL	50,000.00	0.00	0.00	50,000.00	50,000.00	0.00	0.00	0%	
	01-404-198-0000	EMP BEN - LONGEVITY	17,325.00	0.00	14,625.00	2,700.00	15,525.00	0.00	14,175.00	91%	
	01-404-504-0006	EMP BEN - PROPERTY LIABILITY INSURANC	98,911.00	0.00	85,305.00	13,606.00	91,418.00	0.00	68,009.43	74%	
01-404-504-0007	EMP BEN - INSURANCE DEDUCTIBLES	1,383,709.00	0.00	1,000.00	-1,000.00	2,000.00	0.00	1,920.15	96%		
			45,956.27	1,027,650.36	358,058.64	1,363,233.67	45,527.66	1,011,048.87	352,184.80	74%	
Human Resource											

Town of Newmarket, New Hampshire  
Expense Report<sup>a,b</sup>  
For the Period Ended April 30, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014				Percent of Budget Spent	
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year		
	01-405-101-0000	TC/TC - FULL TIME SALARIES	99,362.00	7,811.32	82,133.63	17,228.37	83%	107,784.00	7,811.32	52,459.49	55,324.51	49%
	01-405-103-0000	TC/TC - PART TIME SALARIES	26,581.00	2,450.08	24,654.50	1,926.50	93%	28,365.00	2,471.54	36,272.65	-7,907.65	128%
	01-405-103-0070	TC/TC PT - ELECTION OFFICIALS	6,540.00	0.00	3,980.25	2,559.75	61%	4,140.00	0.00	1,575.00	2,565.00	38%
	01-405-190-0000	TC/TC - TRAINING STAFF DEVELOPMENT	3,570.00	0.00	1,312.80	2,257.20	37%	3,170.00	170.24	918.61	2,251.39	29%
	01-405-201-0000	TC/TC - POSTAGE	6,966.00	1,702.20	6,680.58	285.42	96%	11,436.00	647.59	4,953.64	6,482.36	43%
	01-405-201-1000	TC/TC - SPECIAL POSTAGE	5,600.00	0.00	0.00	5,600.00	0%	0.00	0.00	1,672.80	-1,672.80	0%
	01-405-202-0000	TC/TC - GENERAL SUPPLIES	3,300.00	8.18	1,447.65	1,852.35	44%	3,290.00	27.21	1,679.80	1,610.20	51%
	01-405-301-0000	TC/TC - COMMUNICATION SERVICES	1,600.00	123.31	1,224.79	375.21	77%	1,500.00	123.20	1,107.83	392.17	74%
	01-405-310-0002	TC/TC - DUES/SUBSCRIPTIONS	650.00	0.00	267.90	382.10	41%	650.00	75.00	443.95	206.05	68%
	01-405-310-0003	TC/TC - ADVERTISING	200.00	0.00	128.80	71.20	64%	200.00	0.00	64.40	135.60	32%
	01-405-310-0070	TC/TC - ELECTION/REGISTRATION	4,975.00	0.00	4,872.09	102.91	98%	3,125.00	211.22	7,795.49	-4,670.49	249%
	01-405-402-0000	TC/TC - EQUIPMENT MAINTENANCE	1,400.00	0.00	729.66	670.34	52%	1,370.00	0.00	1,037.39	332.61	76%
	01-405-702-0000	TC/TC - DEED RESEARCH	2,600.00	28.49	200.90	2,399.10	8%	2,600.00	426.49	616.56	1,983.44	24%
	01-405-702-1000	TC/TC - CODIFICATION	700.00	0.00	0.00	700.00	0%	12,000.00	0.00	8,772.50	3,227.50	73%
	01-405-800-0000	TC/TC - EQUIPMENT PURCHASE	2,500.00	200.00	369.90	2,130.10	15%	2,500.00	0.00	0.00	2,500.00	0%
Town Clerk/Tax Collector			166,544.00	12,123.58	128,003.45	38,540.55	77%	182,130.00	11,963.81	119,370.11	62,759.89	66%
	01-406-101-0000	RECREATION-FULL TIME SALARIES	146,666.00	11,374.22	120,904.90	25,761.10	82%	0.00	0.00	0.00	0.00	0%
	01-406-103-0000	RECREATION-PART TIME SALARIES	35,006.00	3,115.20	23,581.60	11,424.40	67%	0.00	0.00	0.00	0.00	0%
	01-406-190-0000	RECREATION-TRAINING/STAFF DEVELOP.	2,000.00	0.00	1,524.83	475.17	76%	0.00	0.00	0.00	0.00	0%
	01-406-191-0000	RECREATION-TRAVEL EXPENSE	300.00	0.00	0.00	300.00	0%	0.00	0.00	0.00	0.00	0%
	01-406-192-0000	RECREATION-MEAL ALLOWANCE	300.00	0.00	28.03	271.97	9%	0.00	0.00	0.00	0.00	0%
	01-406-201-0000	RECREATION-POSTAGE	1,500.00	0.00	817.33	682.67	54%	0.00	0.00	0.00	0.00	0%
	01-406-202-0000	RECREATION-GENERAL SUPPLIES	1,650.00	294.67	523.25	1,126.75	32%	0.00	0.00	0.00	0.00	0%
	01-406-301-0000	RECREATION-COMMUNICATION SERVICE	3,159.00	245.23	2,941.68	217.32	93%	0.00	0.00	0.00	0.00	0%
	01-406-310-0002	RECREATION-DUES/SUBSCRIPTIONS	645.00	390.00	962.92	-317.92	149%	0.00	0.00	0.00	0.00	0%
	01-406-402-0000	RECREATION-EQUIP. MAINTENANCE	7,188.00	305.37	5,917.88	1,270.12	82%	0.00	0.00	0.00	0.00	0%
	01-406-800-0000	RECREATION-EQUIP. PURCHASE	1,200.00	0.00	0.00	1,200.00	0%	0.00	0.00	0.00	0.00	0%
	01-406-904-0000	RECREATION-SUNRISE SUNSET SR CTR	4,500.00	859.37	2,880.20	1,619.80	64%	0.00	0.00	0.00	0.00	0%
Recreation G.F.			204,114.00	16,584.06	160,082.62	44,031.38	78%	0.00	0.00	0.00	0.00	0%
	01-407-101-0000	CODE - FULL-TIME SALARIES	25,355.00	1,950.40	21,454.49	3,900.51	85%	25,355.00	1,950.40	21,466.80	3,888.20	85%
	01-407-103-0000	CODE - PART TIME SALARIES	37,318.00	2,998.72	32,868.21	4,449.79	88%	35,053.00	2,652.72	30,506.64	4,546.36	87%
	01-407-190-0000	CODE - TRAINING	500.00	0.00	405.00	95.00	81%	500.00	50.00	185.00	315.00	37%
	01-407-201-0000	CODE - POSTAGE	300.00	7.10	106.09	193.91	35%	300.00	4.32	95.04	204.96	32%
	01-407-202-0000	CODE - GENERAL SUPPLIES	1,500.00	79.91	776.92	723.08	52%	1,000.00	0.00	1,025.52	-25.52	103%
	01-407-301-0000	CODE - TELEPHONE	1,000.00	86.54	711.87	288.13	71%	1,000.00	36.55	328.72	671.28	33%
	01-407-310-0002	CODE - DUES/SUBSCRIPTIONS	500.00	0.00	289.95	210.05	58%	500.00	0.00	595.00	-95.00	119%
	01-407-402-0000	CODE - EQUIPMENT MAINTENANCE	200.00	0.00	0.00	200.00	0%	200.00	0.00	0.00	200.00	0%
	01-407-702-0000	CODE - LAB TESTING	50.00	0.00	0.00	50.00	0%	0.00	0.00	0.00	0.00	0%
Code Enforcement			66,723.00	5,122.67	56,612.53	10,110.47	85%	63,908.00	4,693.99	54,202.72	9,705.28	85%

Town of Newmarket, New Hampshire  
Expense Report<sup>a,b</sup>  
For the Period Ended April 30, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014				Percent of Budget Spent	
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year		
	01-408-103-0000	DIR ASSIST - PART-TIME SALARIES	21,320.00	1,563.13	15,264.31	6,055.69	72%	20,800.00	1,491.38	14,150.16	6,649.84	68%
	01-408-190-0000	DIR ASSIST - TRAINING/STAFF DEVEL	150.00	0.00	0.00	150.00	0%	150.00	0.00	0.00	150.00	0%
	01-408-202-0000	DIR ASSIST - GENERAL SUPPLIES	200.00	30.83	519.95	-319.95	260%	200.00	37.38	321.15	-121.15	161%
	01-408-310-0002	DIR ASSIST - DUES/SUBSCRIPTIONS	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%
	01-408-315-0038	DIR ASSIST - FOOD	2,000.00	0.00	60.00	1,940.00	3%	2,000.00	0.00	0.00	2,000.00	0%
	01-408-315-0039	DIR ASSIST - RENT	30,000.00	0.00	8,665.00	21,335.00	29%	30,000.00	0.00	8,910.00	21,090.00	30%
	01-408-315-0040	DIR ASSIST - ELECTRICITY	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-408-315-0041	DIR ASSIST - HEAT	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-408-315-0042	DIR ASSIST - MEDICAL	2,000.00	0.00	197.63	1,802.37	10%	2,000.00	0.00	0.00	2,000.00	0%
	01-408-315-0043	DIR ASSIST - MISCELLANEOUS	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	750.00	2,250.00	25%
Direct Assistance			64,720.00	1,593.96	24,706.89	40,013.11	38%	64,200.00	1,528.76	24,750.75	39,449.25	39%
	01-409-101-0000	ASSESS - FULL TIME SALARIES	16,973.00	0.00	0.00	16,973.00	0%	16,973.00	0.00	12,140.65	4,832.35	72%
	01-409-103-0000	ASSESS - PART TIME SALARIES	0.00	0.00	0.00	0.00	0%	43,700.00	2,425.00	25,299.63	18,400.37	58%
	01-409-130-0000	ASSESS - CONTRACTED SERVICES	40,000.00	2,543.75	25,864.75	14,135.25	65%	0.00	0.00	0.00	0.00	0%
	01-409-190-0000	ASSESS - TRAINING	200.00	0.00	212.75	-12.75	106%	300.00	0.00	0.00	300.00	0%
	01-409-191-0000	ASSESS - MILEAGE	250.00	0.00	0.00	250.00	0%	500.00	0.00	326.01	173.99	65%
	01-409-201-0000	ASSESS - POSTAGE	500.00	4.68	67.35	432.65	13%	2,600.00	15.62	422.59	2,177.41	16%
	01-409-202-0000	ASSESS - GENERAL SUPPLIES	500.00	0.00	94.53	405.47	19%	1,000.00	0.00	54.28	945.72	5%
	01-409-310-0002	ASSESS - DUES/SUBSCRIPTIONS	900.00	0.00	20.00	880.00	2%	900.00	0.00	20.00	880.00	2%
	01-409-407-0000	ASSESS - SOFTWARE	7,400.00	0.00	7,400.00	0.00	100%	7,250.00	0.00	7,250.00	0.00	100%
Assessing			66,723.00	2,548.43	33,659.38	33,063.62	50%	73,223.00	2,440.62	45,513.16	27,709.84	62%
	01-410-602-0000	LEGAL - LEGAL EXPENSES	75,000.00	6,344.66	68,716.69	6,283.31	92%	67,500.00	9,871.24	125,023.41	-57,523.41	185%
Legal			75,000.00	6,344.66	68,716.69	6,283.31	92%	67,500.00	9,871.24	125,023.41	-57,523.41	185%
	01-411-101-0000	PLAN - FULL TIME SALARIES	95,708.00	7,362.18	78,767.01	16,940.99	82%	94,668.00	7,361.89	79,643.74	15,024.26	84%
	01-411-103-0000	PLAN - PART TIME SALARIES	2,000.00	0.00	1,240.47	759.53	62%	3,000.00	0.00	1,288.37	1,711.63	43%
	01-411-190-0000	PLAN - TRAINING/STAFF DEVELOPMENT	1,500.00	60.00	177.60	1,322.40	12%	2,500.00	76.80	599.70	1,900.30	24%
	01-411-201-0000	PLAN - POSTAGE	2,000.00	301.81	1,027.97	972.03	51%	2,000.00	126.32	1,124.06	875.94	56%
	01-411-202-0000	PLAN - GENERAL SUPPLIES	4,000.00	382.64	1,511.70	488.30	76%	4,000.00	53.40	816.28	1,183.72	41%
	01-411-202-0054	PLAN - MAPPING SUPPLIES	600.00	-332.50	3,000.00	1,000.00	75%	4,000.00	0.00	3,000.00	1,000.00	75%
	01-411-301-0000	PLAN - COMMUNICATIONS SERVICES	8,345.00	54.30	537.82	62.18	90%	600.00	54.33	488.58	111.42	81%
	01-411-310-0002	PLAN - DUES/SUBSCRIPTIONS	2,000.00	0.00	50.00	8,295.00	1%	9,345.00	0.00	388.00	8,957.00	4%
	01-411-310-0003	PLAN - ADVERTISING	2,000.00	64.40	692.30	1,307.70	35%	2,000.00	193.20	821.10	1,178.90	41%
	01-411-702-0000	PLAN - TAX MAPS	0.00	0.00	0.00	0.00	0%	0.00	0.00	8.50	-8.50	0%
	01-411-703-0000	PLAN - CONTRACTED SERVICES	128,153.00	7,892.83	89,868.62	38,284.38	70%	120,113.00	7,865.94	88,178.33	31,934.67	73%
Planning			128,153.00	7,892.83	89,868.62	38,284.38	70%	120,113.00	7,865.94	88,178.33	31,934.67	73%
	01-413-103-0000	CON COMM - PT RECORDING SECRETARY	1,000.00	213.75	1,698.75	-698.75	170%	1,000.00	0.00	300.00	700.00	30%
	01-413-201-0000	CON COMM - POSTAGE	60.00	0.00	0.00	60.00	0%	60.00	0.00	0.00	60.00	0%
	01-413-202-0000	CON COMM - GENERAL SUPPLI	200.00	0.00	0.00	200.00	0%	200.00	0.00	23.96	176.04	12%
	01-413-310-0002	CON COMM - DUES/SUBSCRIPT	390.00	0.00	330.00	60.00	85%	390.00	0.00	300.00	90.00	77%
	01-413-702-0000	CON COMM - CONTRACTED SERVICES	291.00	0.00	163.72	127.28	56%	291.00	0.00	167.33	123.67	58%
Conservation Commission			1,941.00	213.75	2,192.47	-251.47	113%	1,941.00	0.00	791.29	1,149.71	41%
	01-414-310-0000	ECON DEV - OPERATING EXPENSE	1,000.00	6,198.75	13,360.00	-12,360.00	1336%	1,000.00	0.00	0.00	1,000.00	0%
	01-414-702-0000	ECON DEV - CONTRACTED SERV	0.00	0.00	0.00	0.00	0%	1,000.00	0.00	9,500.00	-8,500.00	950%
Economic Development			1,000.00	6,198.75	13,360.00	-12,360.00	1336%	2,000.00	0.00	9,500.00	-7,500.00	475%

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Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014				Percent of Budget Spent	
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year		
Debt Service	01-418-950-0000	DEBT SER - PRINCIPLE	100,000.00	0.00	100,000.00	0.00	100%	236,000.00	-22,900.00	100,000.00	136,000.00	42%
	01-418-951-0000	DEBT SER - INTEREST	41,550.00	0.00	38,458.32	3,091.68	93%	45,800.00	22,900.00	43,017.26	2,782.74	94%
			141,550.00	0.00	138,458.32	3,091.68	98%	281,800.00	0.00	143,017.26	138,782.74	51%
	01-420-101-0000	MIS - FULL TIME SALARIES	65,377.00	5,028.92	53,809.44	11,567.56	82%	64,094.00	5,028.92	54,060.89	10,033.11	84%
	01-420-103-0000	MIS - PART TIME SALARIES	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-420-190-0000	MIS - TRAINING	1,000.00	0.00	0.00	1,000.00	0%	2,000.00	659.95	790.86	1,209.14	40%
	01-420-202-0000	MIS - GENERAL SUPPLIES	2,500.00	0.00	2,638.27	-138.27	106%	2,500.00	568.10	3,463.68	-963.68	139%
	01-420-301-0000	MIS - COMMUNICATION SERVICE	500.00	50.24	553.84	-53.84	111%	1,100.00	491.57	608.43	491.57	45%
	01-420-310-0002	MIS - DUES SUBSCRIPTIONS	275.00	0.00	0.00	275.00	0%	250.00	135.88	260.88	-10.88	104%
	01-420-407-0000	MIS - SOFTWARE MAINT	47,500.00	0.00	34,292.31	13,207.69	72%	45,800.00	290.00	36,667.49	9,132.51	80%
	01-420-409-0000	MIS - REPAIRS/MAINT	4,000.00	182.37	4,291.81	-291.81	107%	4,000.00	1,276.47	4,127.14	-127.14	103%
	01-420-414-0000	MIS - SOFTWARE LICENSES	4,500.00	0.00	1,009.25	3,490.75	22%	4,500.00	0.00	1,408.19	3,091.81	31%
	01-420-702-0000	MIS - VENDOR SUPPORT	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	0.00	1,500.00	0%
	01-420-800-0000	MIS - NEW EQUIPMENT	140,152.00	5,261.53	105,174.93	34,977.07	75%	138,744.00	10,289.34	113,525.53	25,218.47	82%
Information Technology												
	01-421-103-0000	CHANNEL 13 PART TIME SALARIES	21,887.00	1,690.26	18,285.18	3,601.82	84%	20,686.00	1,687.40	18,099.34	2,586.66	87%
	01-421-202-0000	CHANNEL 13 MISC EQUIPMENTS	5,000.00	0.00	4,994.77	5.23	100%	5,000.00	0.00	4,957.45	42.55	99%
	01-421-310-0000	CHANNEL 13 - OPERATING EXPENSES	2,500.00	0.00	0.00	2,500.00	0%	0.00	0.00	0.00	0.00	0%
			29,387.00	1,690.26	23,279.95	6,107.05	79%	25,686.00	1,687.40	23,056.79	2,629.21	90%
	01-438-101-0000	POLICE - FULL TIME SALARIES	988,382.00	71,094.18	805,608.37	182,773.63	82%	990,513.33	71,789.91	789,566.88	200,946.45	80%
	01-438-102-0000	POLICE - OVERTIME	105,140.00	4,233.04	83,311.83	21,828.17	79%	105,560.00	6,410.86	70,014.80	35,545.20	66%
	01-438-103-0000	POLICE - PART-TIME SALARIES	35,000.00	2,085.52	26,157.56	8,842.44	75%	33,000.00	1,888.34	27,170.38	5,829.62	82%
	01-438-162-0000	POLICE - MEDICAL	2,500.00	0.00	791.15	1,708.85	32%	2,500.00	0.00	0.00	2,500.00	0%
	01-438-190-0000	POLICE - TRAINING/STAFF DEVELOPMENT	10,000.00	1,275.23	3,853.64	6,146.36	39%	10,000.00	3,820.00	5,498.75	4,501.25	55%
	01-438-191-0000	POLICE - TRAVEL/MILEAGE	250.00	0.00	79.35	170.65	32%	200.00	0.00	17.85	182.15	9%
	01-438-193-0000	POLICE - UNIFORMS	8,800.00	1,183.53	4,025.20	4,774.80	46%	8,800.00	391.19	872.06	7,927.94	10%
	01-438-194-0000	POLICE - EDUCATIONAL INCENTIVE	5,000.00	0.00	4,500.00	500.00	90%	4,500.00	0.00	4,250.00	250.00	94%
	01-438-195-0000	POLICE - CLEANING ALLOWANCE	2,500.00	0.00	2,500.00	0.00	100%	2,500.00	0.00	1,750.00	750.00	70%
	01-438-199-0000	POLICE - CRIMINAL INVESTIGATION	2,000.00	50.00	310.56	1,689.44	16%	2,000.00	0.00	405.47	1,594.53	20%
	01-438-200-0000	POLICE - YOUTH/PUBLIC RELATIONS	2,500.00	0.00	462.78	2,037.22	19%	2,500.00	0.00	69.94	2,430.06	3%
	01-438-201-0000	POLICE - POSTAGE	450.00	83.73	499.81	-49.81	111%	600.00	19.81	327.18	272.82	55%
	01-438-202-0000	POLICE - OFFICE SUPPLIES	5,500.00	190.00	2,575.38	2,924.62	47%	5,500.00	756.65	3,583.08	1,916.92	65%
	01-438-202-0438	POLICE-GENERAL SUPPLIES	400.00	20.00	279.50	120.50	70%	500.00	26.94	260.25	239.75	52%
	01-438-209-0000	POLICE - GASOLINE	30,320.00	2,114.10	17,404.46	12,915.54	57%	30,320.00	2,759.37	27,850.85	2,469.15	92%
	01-438-301-0000	POLICE - COMMUNICATION SERVICES	16,500.00	1,459.76	11,015.79	5,484.21	67%	15,000.00	1,070.61	10,163.37	4,836.63	68%
	01-438-310-0002	POLICE - DUES/MEMBERSHIPS	2,800.00	0.00	1,232.31	1,567.69	44%	4,210.00	2,500.00	0.00	1,515.00	64%
	01-438-310-0005	POLICE - BOOKS/PUBLICATIONS	6,000.00	685.52	2,966.00	3,034.00	49%	2,800.00	0.00	583.96	2,216.04	21%
	01-438-310-0044	POLICE - EQUIPMENT/FIELD SUPPLIES	1,200.00	109.60	390.36	809.64	33%	6,000.00	160.00	310.71	5,689.29	5%
	01-438-310-0045	POLICE - PRISONER/PUBLICATIONS	5,000.00	2,405.00	5,201.64	-201.64	104%	5,000.00	232.85	3,028.84	1,971.16	61%
	01-438-402-0000	POLICE - EQUIP MAINTENANCE	26,900.00	662.45	8,070.61	18,829.39	30%	26,900.00	11,749.76	20,153.99	6,746.01	75%
	01-438-410-0000	POLICE - EQUIPMENT LEASE	2,500.00	1,757.00	2,456.23	343.77	88%	2,800.00	0.00	480.95	2,319.05	17%
	01-438-501-0000	POLICE - PRINTING/PUBLISHING	600.00	0.00	204.74	395.26	34%	600.00	0.00	8.71	591.29	1%
	01-438-521-0000	POLICE - ANIMAL CONTROL	1,264,752.00	89,408.66	986,772.27	277,979.73	78%	1,263,533.33	103,645.28	969,681.55	293,821.78	77%

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Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014					
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent
	01-441-101-0000	PW ADMIN. - FULL TIME SALARIES	118,136.00	9,087.36	97,234.75	20,901.25	82%	100,169.00	9,087.36	95,436.73	4,732.27	95%
	01-441-102-0000	PW ADMIN. - OVERTIME	50,000.00	-682.26	70,999.22	-20,999.22	142%	50,000.00	2,662.33	56,464.31	-6,464.31	113%
	01-441-106-0000	PW ADMIN. - LABOR SALARIES	220,711.00	15,879.97	181,539.28	39,171.72	82%	219,461.00	17,377.60	176,272.59	43,188.41	80%
	01-441-190-0000	PW ADMIN. - TRAINING/STAFF DEVELOPME	500.00	0.00	0.00	500.00	0%	500.00	0.00	0.00	500.00	0%
	01-441-193-0000	PW ADMIN. - UNIFORMS	13,500.00	566.64	6,306.84	7,193.16	47%	14,188.00	1,044.40	11,436.74	2,751.26	81%
	01-441-201-0000	PW ADMIN. - POSTAGE	100.00	2.40	33.87	66.13	34%	100.00	1.92	20.60	79.40	21%
	01-441-202-0000	PW ADMIN. - GENERAL SUPPLIES	5,800.00	274.28	7,493.36	-1,693.36	129%	5,800.00	903.60	7,219.07	-1,419.07	124%
	01-441-301-0000	PW ADMIN. - COMMUNICATION SERVICE	7,000.00	381.57	6,517.25	482.75	93%	7,000.00	481.13	4,733.84	2,266.16	68%
	01-441-310-0002	PW ADMIN. - DUES/MEMBERSHIPS	300.00	787.65	-487.65	0.00	263%	300.00	0.00	150.00	150.00	50%
	01-441-310-0003	PW ADMIN. - ADVERTISING	1,200.00	652.45	2,918.03	-1,718.03	243%	1,200.00	376.05	778.55	421.45	65%
Public Work Administration			417,247.00	26,162.41	373,830.25	43,416.75	90%	398,718.00	31,934.39	352,512.43	46,205.57	88%
	01-442-202-0000	RDWY/SWK - GENERAL SUPPLIES	10,500.00	1,954.05	8,577.26	1,922.74	82%	10,500.00	4,723.90	10,680.80	-180.80	102%
	01-442-205-0000	RDWY/SWK - WINTER SALT	80,000.00	-9,217.69	96,590.73	-16,590.73	121%	75,000.00	0.00	106,999.34	-31,999.34	143%
	01-442-208-0000	RDWY/SWK - WINTER SAND	6,200.00	-434.12	3,644.81	2,555.19	59%	6,200.00	0.00	6,195.33	4.67	100%
	01-442-213-0000	RDWY/SWK - PAVEMENT MARKING	3,000.00	0.00	43.80	2,956.20	1%	2,200.00	3,418.68	3,418.68	-1,218.68	155%
	01-442-250-0000	RDWY/SWK - COLD MIX	2,800.00	0.00	1,922.86	877.14	69%	2,125.00	0.00	2,047.03	77.97	96%
	01-442-251-0000	RDWY/SWK - HOT TOP	125,000.00	0.00	126,741.00	-1,741.00	101%	125,000.00	0.00	133,692.48	-8,692.48	107%
	01-442-402-0000	RDWY/SWK - EQUIPMENT LEASE	12,500.00	0.00	9,787.14	2,712.86	78%	10,000.00	0.00	13,200.00	-3,200.00	132%
	01-442-514-0000	RDWY/SWK - CONTRACT STREET MAR	6,000.00	0.00	5,728.29	271.71	95%	6,120.00	0.00	5,062.26	1,057.74	83%
	01-442-516-0000	RDWY/SWK - CONTRACT WINTER EQU	12,000.00	-11,779.96	28,689.04	-16,689.04	239%	11,550.00	0.00	18,322.50	-6,772.50	159%
	01-442-527-0000	RDWY/SWK - CURBSIDE WEED CONTR	3,000.00	0.00	1,900.00	1,100.00	63%	2,925.00	0.00	3,825.00	-900.00	131%
	01-442-528-0000	RDWY/SWK - TREE SERVICE	3,000.00	0.00	1,695.00	1,305.00	57%	3,000.00	0.00	1,300.00	1,700.00	43%
	01-442-531-0000	RDWY/SWK - WEATHER SERVICE	2,070.00	0.00	2,070.00	0.00	100%	2,070.00	0.00	2,070.00	0.00	100%
	01-442-704-0000	RDWY/SWK - ENGINEERING	30,000.00	0.00	866.00	29,134.00	3%	2,000.00	0.00	1,500.00	500.00	75%
	01-442-705-0000	RDWY/SWK CONSTRUCTION	88,000.00	0.00	90,485.33	-2,485.33	103%	88,000.00	0.00	94,021.78	-6,021.78	107%
Roadways & Sidewalks			384,070.00	-19,477.72	378,741.26	5,328.74	99%	346,690.00	8,142.58	402,335.20	-55,645.20	116%
	01-446-202-0000	STREET LIGHT - FIXTURES	2,000.00	0.00	2,343.00	-343.00	117%	2,000.00	441.42	1,418.16	581.84	71%
	01-446-302-0000	STREET LIGHT - ELECTRICITY	44,250.00	4,031.12	34,698.25	9,551.75	78%	43,800.00	3,746.28	32,552.71	11,247.29	74%
Street Lighting			46,250.00	4,031.12	37,041.25	9,208.75	80%	45,800.00	4,187.70	33,970.87	11,829.13	74%
Bridges			0.00	0.00	0.00	0.00	0%	500.00	0.00	0.00	500.00	0%
	01-447-206-0000	BRIDGES - SIGNS	0.00	0.00	0.00	0.00	0%	500.00	0.00	0.00	500.00	0%



Town of Newmarket, New Hampshire  
 Expense Report<sup>a, b</sup>  
 For the Period Ended April 30, 2015

Fiscal Year 2015

Fiscal Year 2014

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014				Percent of Budget Spent		
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year			
	01-448-101-0000	BLD/GRNDS - FULL-TIME SALARIES	89,462.00	4,738.68	50,342.02	39,119.98	56%	59,873.00	4,555.77	50,766.41	9,106.59	85%	
	01-448-102-0000	BLD/GRNDS - OVERTIME	3,000.00	124.38	1,752.16	1,247.84	58%	3,000.00	321.32	2,198.76	801.24	73%	
	01-448-103-0000	BLD/GRNDS - PART TIME SALARIES	60,340.00	4,796.25	57,541.81	2,798.19	93%	88,120.00	4,283.36	58,933.91	29,186.09	67%	
	01-448-202-0000	BLD/GRNDS - GENERAL SUPPLIES	10,000.00	0.00	7,499.78	2,500.22	75%	10,000.00	1,801.35	6,177.88	3,822.12	62%	
	01-448-302-0000	BLD/GRNDS - ELECTRICITY-TOWN HALL	10,500.00	814.87	8,019.22	2,480.78	76%	10,500.00	682.50	8,315.21	2,184.79	79%	
	01-448-302-0406	BLD/GRNDS - ELECTRICITY - PARKS	1,000.00	70.68	859.81	140.19	86%	1,000.00	84.92	950.13	49.87	95%	
	01-448-302-0438	BLD/GRNDS - ELECTRICITY POLICE	11,000.00	1,016.76	9,290.48	1,709.52	84%	11,000.00	881.81	8,012.24	2,987.76	73%	
	01-448-302-0441	BLD/GRNDS - ELECTRICITY YOUNGS LANE	23,000.00	2,145.09	18,247.85	4,752.15	79%	23,000.00	1,794.43	18,067.16	4,932.84	79%	
	01-448-303-0000	BLD/GRNDS - HEAT & OIL - TOWN HALL	20,085.00	3,494.82	25,805.76	-5,720.76	128%	16,200.00	1,924.37	24,052.37	-7,852.37	148%	
	01-448-303-0170	BLD/GRNDS - HEAT & OIL - HAND TUB	100.00	0.00	0.00	100.00	0%	100.00	0.00	0.00	100.00	0%	
	01-448-303-0438	BLD/GRNDS - HEAT & OIL - POLICE	2,873.00	1,105.25	3,339.73	-466.73	116%	3,762.00	1,312.12	3,155.06	606.94	84%	
	01-448-303-0441	BLD/GRNDS - HEAT & OIL - YOUNGS LANE	33,462.00	3,000.73	33,860.28	-398.28	101%	40,000.00	4,598.61	36,611.26	3,388.74	92%	
	01-448-304-0000	BLD/GRNDS - WATER/SEWER TOWN HALL	3,500.00	0.00	7,657.28	-4,157.28	219%	6,000.00	0.00	4,566.52	1,433.48	76%	
	01-448-304-0438	BLD/GRNDS - WATER/SEWER - POLICE	450.00	0.00	377.56	72.44	84%	450.00	0.00	648.27	-198.27	144%	
	01-448-304-0441	BLD/GRNDS - WATER/SEWER - YOUNGS LA	1,600.00	0.00	1,492.03	107.97	93%	2,000.00	0.00	1,215.58	784.42	61%	
	01-448-401-0110	BLD/GRNDS - YOUNGS LANE MAINT	12,000.00	1,200.10	12,603.68	-603.68	105%	12,000.00	1,482.06	12,548.94	-548.94	105%	
	01-448-401-0120	BLD/GRNDS - TOWN HALL MAINTENANCE	12,000.00	110.00	32,495.75	-20,495.75	271%	12,000.00	444.38	18,465.81	-6,465.81	154%	
	01-448-401-0125	BLD/GRNDS - ELEVATOR MAINTENANCE	2,000.00	0.00	1,080.00	920.00	54%	2,000.00	2,200.00	3,745.00	-1,745.00	187%	
	01-448-401-0140	BLD/GRNDS - PARKS MAINTENANCE	6,000.00	79.61	5,184.17	815.83	86%	6,000.00	425.60	2,801.90	3,198.10	47%	
	01-448-401-0150	BLD/GRNDS - COMMUNITY CENTER MAI	10,000.00	1,498.89	11,338.35	-1,338.35	113%	10,000.00	375.70	2,094.76	7,905.24	21%	
	01-448-401-0151	BLD/GRNDS - COMM CTR ELECTRICITY	12,000.00	808.39	7,877.95	4,122.05	66%	12,000.00	725.11	7,558.01	4,441.99	63%	
	01-448-401-0152	BLD/GRNDS - COMM CENTR HEAT OIL	10,140.00	1,181.64	11,320.50	-1,180.50	112%	11,495.00	2,001.98	13,125.02	-1,630.02	114%	
	01-448-401-0153	BLD/GRNDS - SENIOR CENTER ELECTRICIT	0.00	303.31	2,381.33	-2,381.33	0%	0.00	0.00	0.00	0.00	0%	
	01-448-401-0154	BLD/GRNDS - SENIOR CTR HEAT	0.00	538.26	2,092.70	-2,092.70	0%	0.00	0.00	0.00	0.00	0%	
	01-448-401-0160	BLD/GRNDS - BANDSTAND MAINTENANCE	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%	
	01-448-401-0170	BLD/GRNDS - HAND TUB MAINTENANCE	300.00	74.56	317.87	-17.87	106%	300.00	14.59	167.24	132.76	56%	
	01-448-401-0175	BLD/GRNDS - DAM MAINTENANCE	3,000.00	14.56	2,310.25	689.75	77%	3,000.00	14.59	1,728.53	1,271.47	58%	
	01-448-401-0180	BLD/GRNDS - TOWN CLOCK MAINTENAN	2,000.00	0.00	0.00	2,000.00	0%	700.00	0.00	7.64	692.36	1%	
	01-448-401-0438	BLD/GRNDS - POLICE BUILDING MAINTENA	5,000.00	770.99	7,697.51	-2,697.51	154%	4,500.00	3,698.12	11,033.60	-6,533.60	245%	
	01-448-402-0000	BLD/GRNDS - EQUIPMENT MAINTENANCE	2,500.00	0.00	907.14	1,592.86	36%	2,500.00	0.00	951.07	1,548.93	38%	
	01-448-405-0000	BLD/GRNDS - GROUNDS MAINTENANCE	32,000.00	0.00	23,806.86	8,193.14	74%	30,000.00	464.53	27,328.07	2,671.93	91%	
	01-448-533-0000	BLD/GRNDS - MOSQUITO CONTROL	60,000.00	0.00	47,915.00	12,085.00	80%	60,000.00	0.00	47,915.00	12,085.00	80%	
	01-448-800-0000	BLD/GRNDS - EQUIPMENT PURCHASE	10,000.00	0.00	9,728.30	271.70	97%	9,500.00	0.00	9,587.73	-87.73	101%	
			449,362.00	27,888.02	405,143.13	44,218.87	90%	451,050.00	34,087.22	382,729.08	68,320.92	85%	
Building & Grounds													
	01-449-101-0000	CEM - FULL TIME SALARIES	18,263.00	1,404.80	15,007.21	3,255.79	82%	17,815.00	1,404.80	15,101.60	2,713.40	85%	
	01-449-103-0000	CEM - PART TIME SALARIES	11,050.00	0.00	4,312.50	6,737.50	39%	11,050.00	331.25	6,134.75	4,915.25	56%	
	01-449-202-0000	CEM - GENERAL SUPPLIES	1,000.00	0.00	45.25	954.75	5%	500.00	0.00	253.36	246.64	51%	
	01-449-302-0000	CEM - ELECTRICITY	250.00	14.56	140.52	109.48	56%	250.00	14.59	180.81	69.19	72%	
	01-449-402-0000	CEM - EQUIPMENT MAINT	800.00	0.00	64.65	735.35	8%	800.00	0.00	121.41	678.59	15%	
	01-449-702-0000	CEM - CONTRACTED SERVICES	5,000.00	0.00	875.00	4,125.00	18%	5,000.00	0.00	0.00	5,000.00	0%	
	01-449-800-0000	CEM - EQUIPMENT PURCHASE	600.00	0.00	0.00	600.00	0%	500.00	0.00	0.00	500.00	0%	
			36,963.00	1,419.46	20,445.13	16,517.87	55%	35,915.00	1,750.64	21,791.93	14,123.07	61%	
Cemetery													

Town of Newmarket, New Hampshire  
Expense Report<sup>a,b</sup>  
For the Period Ended April 30, 2015

Fiscal Year 2015

Fiscal Year 2014

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015			Fiscal Year 2014			Percent of Budget Spent			
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions		Year to Date Transactions	Balance Year	
	01-452-202-0000	VEHICLE - GENERAL SUPPLIES	2,500.00	167.04	2,521.46	-21.46	101%	3,000.00	134.05	4,438.36	-1,438.36	148%
	01-452-209-0000	VEHICLE - GASOLINE	16,960.00	71.90	11,962.13	4,997.87	71%	16,000.00	230.69	12,793.90	3,206.10	80%
	01-452-210-0000	VEHICLE - DIESEL FUEL	34,650.00	1,106.12	39,517.01	-4,867.01	114%	41,160.00	2,420.81	31,500.96	9,659.04	77%
	01-452-214-0000	VEHICLE - OIL	1,000.00	0.00	0.00	1,000.00	0%	3,000.00	0.00	1,415.90	1,584.10	47%
	01-452-402-0000	VEHICLE - EQUIP MAINT	52,000.00	2,169.10	53,047.77	-1,047.77	102%	50,000.00	9,882.34	53,079.26	-3,079.26	106%
	01-452-403-0000	VEHICLE - VEHICLE MAINT PUBLIC WORKS	20,000.00	-1,609.01	35,179.79	-15,179.79	176%	48,000.00	7,109.04	45,969.56	2,030.44	96%
	01-452-403-0406	VEHICLE - VEHICLE MAINT REC	2,000.00	0.00	1,306.14	693.86	65%	2,000.00	56.00	1,139.60	860.40	57%
	01-452-403-0438	VEHICLE - VEHICLE MAINT POLICE	14,000.00	1,182.28	11,552.89	2,447.11	83%	12,000.00	169.00	9,460.09	2,539.91	79%
	01-452-403-0461	VEHICLE - VEHICLE MAINT FIRE	14,000.00	3,512.05	15,344.61	-1,344.61	110%	12,000.00	3,127.76	15,939.91	-3,939.91	133%
	01-452-404-0000	VEHICLE - RADIO MAINT	1,200.00	0.00	1,335.37	-135.37	111%	1,200.00	0.00	1,389.60	-189.60	116%
	01-452-800-0000	VEHICLE - EQUIP PURCHASE	16,500.00	0.00	16,369.25	130.75	99%	1,500.00	0.00	85.44	1,414.56	6%
Vehicle			174,810.00	6,599.48	188,136.42	-13,326.42	108%	189,860.00	23,129.69	177,212.58	12,647.42	93%
	01-461-101-0000	FIRE/RES - FULL TIME SALARIES	82,298.00	6,269.40	67,318.80	14,979.20	82%	80,883.00	6,269.41	63,763.16	16,919.84	79%
	01-461-102-0000	FIRE/RES - OVERTIME	12,000.00	1,233.83	17,625.35	-5,625.35	147%	12,000.00	1,394.33	12,096.40	-96.40	101%
	01-461-103-0000	FIRE/RES - PART TIME SALARIES	118,412.00	14,300.19	109,392.37	9,019.63	92%	102,100.00	3,846.95	96,316.75	5,783.25	94%
	01-461-190-0000	FIRE/RES - TRAINING/STAFF DEVELOPMENT	14,000.00	3,044.36	14,707.75	-707.75	105%	18,000.00	807.30	11,453.76	6,546.24	64%
	01-461-193-0000	FIRE/RES - UNIFORMS	10,000.00	517.10	10,723.49	-723.49	107%	10,000.00	3,815.50	9,852.94	147.06	99%
	01-461-201-0000	FIRE/RES - POSTAGE	75.00	0.00	31.43	43.57	42%	100.00	0.96	36.11	63.89	36%
	01-461-202-0000	FIRE/RES - GENERAL SUPPLIES	6,500.00	113.89	4,061.82	2,438.18	62%	6,500.00	651.56	3,006.63	3,493.37	46%
	01-461-202-0046	FIRE/RES - MEDICAL SUPPLIES	12,500.00	1,185.18	8,594.67	3,905.33	69%	12,500.00	1,471.13	7,557.82	4,942.18	60%
	01-461-209-0000	FIRE/RES - GASOLINE	1,600.00	60.38	637.81	962.19	40%	1,600.00	151.43	954.26	645.74	60%
	01-461-210-0000	FIRE/RES - DIESEL FUEL	8,700.00	910.56	5,465.76	3,234.24	63%	8,700.00	713.86	6,728.21	1,971.79	77%
	01-461-220-0000	FIRE/RES - AMBULANCE EXPENSES	16,000.00	623.38	6,343.14	9,656.86	40%	0.00	1,466.10	6,921.33	-6,921.33	0%
	01-461-301-0000	FIRE/RES - COMMUNICATION SERVICES	7,900.00	428.76	4,436.62	3,463.38	56%	4,500.00	307.02	3,971.83	528.17	88%
	01-461-310-0002	FIRE/RES - DUES/SUBSCRIPTIONS	4,000.00	0.00	4,189.10	-189.10	105%	4,200.00	0.00	5,666.45	-1,466.45	135%
	01-461-310-0055	FIRE/RES - FIRE PREVENTION	900.00	0.00	0.00	900.00	0%	1,200.00	0.00	0.00	1,200.00	0%
	01-461-518-0000	FIRE/RES - EQUIP MAINT	12,500.00	284.94	14,113.98	-1,613.98	113%	12,500.00	154.65	12,477.55	22.45	100%
	01-461-518-0000	FIRE/RES - HAZMAT	2,200.00	0.00	2,098.14	101.86	95%	2,200.00	0.00	2,098.14	101.86	95%
	01-461-530-0000	FIRE/RES - MUTUAL AID CONTRACT	1,200.00	0.00	450.00	750.00	38%	1,200.00	0.00	220.00	980.00	18%
	01-461-800-0000	FIRE/RES - EQUIP PURCHASE	25,000.00	5,964.00	22,330.04	2,669.96	89%	20,000.00	1,709.17	17,239.09	2,760.91	86%
Fire & Rescue			335,785.00	34,935.97	292,520.27	43,264.73	87%	297,983.00	22,759.37	260,360.43	37,622.57	87%
Emergency Management	01-463-103-0000	EM - PART TIME SALARIE	750.00	0.00	0.00	750.00	0%	750.00	0.00	0.00	750.00	0%
	01-463-190-0000	EM - TRAINING/STAFF DE	750.00	0.00	0.00	750.00	0%	750.00	0.00	0.00	750.00	0%
	01-463-202-0000	EM - GENERAL SUPPLIES	450.00	0.00	0.00	450.00	0%	450.00	0.00	0.00	450.00	0%
			1,950.00	0.00	0.00	1,950.00	0%	1,950.00	0.00	0.00	1,950.00	0%
	01-480-812-0000	GRANTS - MEM DAY PARADE	2,000.00	0.00	577.00	1,423.00	29%	2,000.00	0.00	1,333.00	667.00	67%
	01-480-813-0000	GRANTS - FESTIVAL SUPPORT	15,500.00	0.00	8,500.00	7,000.00	55%	15,500.00	7,000.00	15,500.00	0.00	100%
	01-480-814-0000	GRANTS - NWMKT ATHLETIC ASSOC	21,500.00	0.00	21,500.00	0.00	100%	21,500.00	0.00	21,500.00	0.00	100%
	01-480-815-0000	GRANTS - NWMKT SENIOR CITIZENS	1,200.00	0.00	0.00	1,200.00	0%	1,200.00	0.00	1,200.00	0.00	100%
	01-480-816-0000	GRANTS - NWMKT HISTORICAL SOCIETY	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%
	01-480-817-0000	GRANTS - C.O.A.S.T.	20,748.00	0.00	20,748.00	0.00	100%	20,748.00	0.00	20,748.00	0.00	100%
	01-480-818-0000	GRANTS - VETERANS MEMORIAL	2,100.00	0.00	2,100.00	0.00	100%	2,100.00	0.00	2,100.00	0.00	100%
	01-480-819-0000	GRANTS - NWMKT HANDTUB ASSOC.	67,048.00	0.00	53,325.00	13,723.00	80%	67,048.00	7,000.00	43,533.00	23,515.00	65%

Town of Newmarket, New Hampshire  
Expense Report <sup>a,b</sup>  
For the Period Ended April 30, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015						Fiscal Year 2014					
			Month to Date		Year to Date		Budget	Percent of Budget Spent	Month to Date		Year to Date		Budget	Percent of Budget Spent
			Transactions	Balance Year	Transactions	Balance Year			Transactions	Balance Year	Transactions	Balance Year		
	01-481-910-0000	SS GRANTS - RICHIE MCFARLAND	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	100%
	01-481-913-0000	SS GRANTS - LAMPREY HEALTH CENTER	0.00	10,100.00	0.00	100%	10,100.00	0.00	0.00	0.00	0%	10,100.00	0.00	0%
	01-481-914-0000	SS GRANTS - AREA HOME MAKERS	0.00	5,000.00	0.00	0%	5,000.00	0.00	5,000.00	0.00	100%	5,000.00	0.00	100%
	01-481-915-0000	SS GRANTS - CHILD & FAMILY SERVICE	0.00	3,000.00	0.00	100%	3,000.00	0.00	3,000.00	0.00	100%	3,000.00	0.00	100%
	01-481-916-0000	SS GRANTS - R.C.C.A.P.	0.00	9,000.00	0.00	100%	9,000.00	0.00	9,000.00	0.00	100%	9,000.00	0.00	100%
	01-481-917-0000	SS GRANTS - R.S.V.P.	0.00	600.00	0.00	100%	600.00	0.00	600.00	0.00	100%	600.00	0.00	100%
	01-481-918-0000	SS GRANTS - A SAFE PLACE	0.00	1,200.00	0.00	0%	1,200.00	0.00	1,200.00	0.00	0%	1,200.00	0.00	100%
	01-481-919-0000	SS GRANTS - BIG BROTHER/BIG SISTER	0.00	1,000.00	0.00	0%	1,000.00	0.00	1,000.00	0.00	0%	1,000.00	0.00	100%
	01-481-920-0000	SS GRANTS - SEACOAST MENTAL HEALTH	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	100%
	01-481-923-0000	SS GRANTS - LINKED TOGETHER	0.00	4,000.00	0.00	100%	4,000.00	0.00	4,000.00	0.00	100%	4,000.00	0.00	100%
	01-481-924-0000	SS GRANTS - ROCKINGHAM COUNTY NUTR	0.00	5,623.00	0.00	100%	5,623.00	0.00	0.00	0.00	0%	0.00	0.00	0%
	01-481-925-0000	SS GRANTS - AIDS RESPONSE	0.00	500.00	0.00	0%	500.00	0.00	500.00	0.00	0%	500.00	0.00	0%
	01-481-926-0000	SS GRANTS - AMERICAN RED CROSS	0.00	1,000.00	0.00	100%	1,000.00	0.00	1,000.00	0.00	100%	1,000.00	0.00	100%
	01-481-929-0000	OTHER GRANTS - CHILD ADVOCACY CENTI	0.00	0.00	0.00	0%	0.00	0.00	1,000.00	0.00	0%	1,000.00	0.00	100%
Social Service Grant			45,023.00	37,323.00	7,700.00	83%	40,400.00	0.00	29,800.00	10,600.00	74%	40,400.00	10,600.00	74%
Transfers	01-700-000-3049	TRANSFER TO GRANT FUND	117.00	117.00	0.00	100%	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%
			117.00	117.00	0.00	100%	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%
		<b>General Fund</b>	6,089,345.00	312,998.91	4,951,345.49	81%	5,927,753.00	359,786.24	4,758,561.70	1,169,191.30	80%	5,927,753.00	1,169,191.30	80%

Town of Newmarket, New Hampshire  
Expense Report<sup>a,b</sup>  
For the Period Ended April 30, 2015

Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015					Fiscal Year 2014				
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent of Budget Spent
	02-480-101-0000	LIBRARY - SALARIES	55,904.00	3,923.06	41,976.74	13,927.26	75%	55,904.00	3,923.06	74,706.43	-18,802.43	134%
	02-480-103-0000	LIBRARY - PART TIME SALARIES	113,335.00	7,610.72	86,288.77	27,046.23	76%	111,112.00	7,309.93	73,313.92	37,798.08	66%
	02-480-150-0000	LIBRARY - FICA	10,495.00	738.71	8,086.34	2,406.66	77%	10,355.00	707.34	9,196.44	1,158.56	89%
	02-480-151-0000	LIBRARY - MEDICARE	2,454.00	172.77	1,891.21	562.79	77%	2,422.00	165.42	2,150.79	271.21	89%
	02-480-155-0000	LIBRARY - HEALTH INSURANCE	16,397.00	396.58	3,178.30	13,218.70	19%	15,497.00	191.48	5,623.92	9,873.08	36%
	02-480-156-0000	LIBRARY - RETIREMENT	5,493.00	422.52	4,520.97	972.03	82%	6,021.00	422.52	8,045.91	-2,024.91	134%
	02-480-159-0000	LIBRARY - LIFE & DISABILITY	723.00	51.61	507.10	215.90	70%	708.00	51.61	555.12	152.88	78%
	02-480-160-0000	LIBRARY-WORKERS COMPENSATION	1,683.00	0.00	1,459.43	223.57	87%	1,683.00	0.00	827.30	855.70	49%
	02-480-190-0000	LIBRARY - TRAINING/STAFF DEVELOPMENT	1,180.00	0.00	526.78	653.22	45%	1,180.00	580.00	2,177.79	-997.79	185%
	02-480-202-0000	LIBRARY - GENERAL SUPPLIES	5,000.00	1,117.02	4,912.54	87.46	98%	5,000.00	528.84	4,014.51	985.49	80%
	02-480-301-0000	LIBRARY - TELEPHONE	1,800.00	126.48	1,469.11	330.89	82%	1,500.00	123.62	1,386.04	113.96	92%
	02-480-302-0000	LIBRARY - ELECTRICITY	10,000.00	828.35	8,700.43	1,299.57	87%	10,000.00	607.97	6,116.18	3,883.82	61%
	02-480-303-0000	LIBRARY - HEAT & OIL	13,000.00	1,098.68	10,724.56	2,275.44	82%	15,196.00	1,877.49	12,154.49	3,041.51	80%
	02-480-304-0000	LIBRARY - WATER	870.00	174.11	599.27	270.73	69%	870.00	94.47	270.20	599.80	31%
	02-480-310-0005	LIBRARY - BOOKS/SUBSCRIPTIONS	37,645.00	2,957.11	23,982.34	13,662.66	64%	36,195.00	3,796.18	21,744.90	14,450.10	60%
	02-480-330-0000	LIBRARY - ELECTRONIC INFO - OTHER	9,741.00	0.00	9,741.00	0.00	100%	8,750.00	-475.00	7,989.75	760.25	91%
	02-480-340-0000	LIBRARY - ARCHIVES/PRESERVATION	250.00	0.00	0.00	250.00	0%	250.00	0.00	0.00	250.00	0%
	02-480-350-0000	LIBRARY - PROGRAMS	2,000.00	-75.00	1,656.81	343.19	83%	2,000.00	350.95	1,149.74	850.26	57%
	02-480-401-0000	LIBRARY - BUILDING MAINTENANCE	8,000.00	8,316.50	21,935.51	-13,935.51	274%	8,000.00	1,100.00	10,009.43	-2,009.43	125%
	02-480-402-0000	LIBRARY - EQUIPMENT MAINTENANCE/LEJ	2,000.00	43.00	419.59	1,580.41	21%	2,000.00	45.15	68.30	1,931.70	3%
	02-480-504-0000	LIBRARY-PROPERTY LIABILITY INS	4,588.00	0.00	4,588.00	0.00	100%	4,588.00	0.00	4,588.00	0.00	100%
	02-480-800-0000	LIBRARY - EQUIPMENT PURCHASE	1,180.00	0.00	1,419.40	-239.40	120%	1,700.00	0.00	2,254.29	-554.29	133%
			303,736.00	27,902.22	238,584.20	65,151.80	79%	300,931.00	22,351.03	248,343.45	52,587.55	83%
Library												
	05-406-101-0000	RECREATION - FULL TIME SALARIES	0.00	0.00	0.00	0.00	0%	143,975.00	8,925.76	112,887.87	31,087.13	78%
	05-406-103-0000	RECREATION - PART TIME SALARIES	103,455.00	1,837.50	76,499.04	26,955.96	74%	125,273.00	7,077.81	108,157.54	17,115.46	86%
	05-406-111-0000	RECREATION - WORK STUDY	0.00	0.00	0.00	0.00	0%	1,000.00	0.00	110.00	890.00	11%
	05-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPA	1,400.00	0.00	85.00	1,315.00	6%	3,425.00	29.99	1,434.98	1,990.02	42%
	05-406-191-0000	RECREATION - TRAVEL EXPENSE	0.00	0.00	102.94	-102.94	0%	400.00	0.00	274.16	125.84	69%
	05-406-192-0000	RECREATION - MEAL ALLOWANCE	350.00	0.00	176.91	173.09	51%	650.00	31.83	178.94	471.06	28%
	05-406-201-0000	RECREATION - POSTAGE	400.00	20.64	75.49	324.51	19%	1,900.00	937.78	1,810.88	89.12	95%
	05-406-202-0000	RECREATION - GENERAL SUPPLIES	1,650.00	596.69	2,713.03	-1,063.03	164%	3,723.00	155.57	2,347.96	1,375.04	63%
	05-406-202-0034	RECREATION - ATHLETIC SUPPLIES	2,154.00	0.00	1,068.62	1,085.38	50%	2,154.00	0.00	668.42	1,485.58	31%
	05-406-202-0036	RECREATION - CLASS SUPPLIES	7,000.00	668.75	3,254.47	3,745.53	46%	7,000.00	62.38	4,597.55	2,402.45	66%
	05-406-301-0000	RECREATION - COMMUNICATION SERVICEI	0.00	0.00	0.00	0.00	0%	2,720.00	332.03	2,989.07	-269.07	110%
	05-406-302-0000	RECREATION - ELECTRICITY	0.00	0.00	155.01	-155.01	0%	0.00	0.00	180.73	-180.73	0%
	05-406-302-0001	RECREATION - FIELD LIGHTS	5,000.00	0.00	2,871.54	2,128.46	57%	5,000.00	0.00	2,637.02	2,362.98	53%
	05-406-310-0002	RECREATION - DUES/SUBSCRIPTIONS	150.00	0.00	80.00	70.00	53%	870.00	139.95	724.95	145.05	83%
	05-406-310-0003	RECREATION - ADVERTISING	800.00	0.00	201.36	598.64	25%	800.00	0.00	1,278.78	-478.78	160%
	05-406-402-0000	RECREATION - EQUIPMENT MAINTENANCE	1,000.00	0.00	351.06	648.94	35%	8,106.00	634.86	5,216.42	2,889.58	64%
	05-406-501-0000	RECREATION - PRINTING & PUBLISHING	8,163.00	313.23	4,414.79	3,748.21	54%	8,163.00	3,850.58	8,851.71	-688.71	108%
	05-406-508-0000	RECREATION - BUS TRIPS	36,000.00	313.23	26,860.23	9,139.77	75%	38,027.00	599.52	24,951.58	13,075.42	66%
	05-406-800-0000	RECREATION - EQUIPMENT PURCHASE	2,000.00	0.00	0.00	2,000.00	0%	5,218.00	0.00	654.65	4,563.35	13%
	05-406-902-0000	RECREATION - SUMMER CAMP	9,000.00	0.00	9,368.42	-368.42	104%	8,945.00	1,305.26	6,748.47	2,196.53	75%
	05-406-902-0037	RECREATION - TEEN CAMP	2,500.00	0.00	16.15	2,483.85	1%	2,532.00	0.00	862.98	1,669.02	34%
	05-406-904-0000	RECREATION - SUNRISE SUNSET SR CTR	0.00	0.00	0.00	0.00	0%	7,022.00	410.15	3,732.97	3,289.03	53%
	05-406-906-0000	RECREATION - SPECIAL EVENTS	10,150.00	580.31	7,332.26	2,817.74	72%	10,150.00	895.67	9,503.43	646.57	94%
Recreation			191,172.00	4,017.12	135,626.32	55,545.68	71%	387,053.00	25,389.14	300,801.06	86,251.94	78%

Town of Newmarket, New Hampshire  
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Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015						Fiscal Year 2014					
			Month to Date		Year to Date		Budget	Percent of Budget Spent	Month to Date		Year to Date		Budget	Percent of Budget Spent
			Transactions	Balance Year	Transactions	Balance Year			Transactions	Balance Year	Transactions	Balance Year		
	07-450-103-0000	SW - PART TIME	10,881.00	837.00	8,788.50	2,092.50	81%	10,530.00	837.00	9,048.37	1,481.63	86%		
	07-450-202-0000	SW - GENERAL SUPPLIES	15,000.00	79.81	11,074.01	3,925.99	74%	20,000.00	43.61	16,558.26	3,441.74	83%		
	07-450-310-0002	SW - DUES/SUBSCRIPTIONS	800.00	100.00	725.52	74.48	91%	800.00	0.00	50.00	750.00	6%		
	07-450-402-0000	SW - EQUIPMENT LEASE	1,200.00	47.00	1,064.00	136.00	89%	4,900.00	40.00	1,000.00	3,900.00	20%		
	07-450-403-0000	SW - VEHICLE MAINTENANCE	5,000.00	0.00	6,347.12	-1,347.12	127%	5,000.00	0.00	0.00	5,000.00	0%		
	07-450-501-0000	SW - PRINTING & PUBLICATION	500.00	0.00	0.00	500.00	0%	500.00	0.00	0.00	500.00	0%		
	07-450-532-0000	SW - FREON REMOVAL	1,500.00	0.00	696.00	804.00	46%	1,500.00	0.00	0.00	1,500.00	0%		
	07-450-536-0000	SW - HOUSEHOLD HAZARDOUS	10,000.00	0.00	8,344.65	1,655.35	83%	10,000.00	0.00	0.00	10,000.00	0%		
	07-450-537-0000	SW - SPRING CLEAN-UP	40,000.00	0.00	0.00	40,000.00	0%	0.00	0.00	0.00	0.00	0%		
	07-450-702-0047	SW - LAMPREY REG. CO-OP	2,100.00	2,028.08	2,028.08	71.92	97%	2,100.00	2,028.08	2,028.08	71.92	97%		
	07-450-702-0048	SW - MSW CONTRACT	130,350.00	12,671.40	113,410.32	16,939.68	87%	137,217.00	10,488.43	111,798.73	25,418.27	81%		
	07-450-702-0049	SW - RECYCLING CONTRACT	150,280.00	11,989.10	114,263.23	36,016.77	76%	157,678.00	10,289.32	107,293.95	50,384.05	68%		
	07-450-702-0050	SW - CONSTRUCTION DEBRIS	47,000.00	1,823.69	31,772.78	15,227.22	68%	45,000.00	2,471.28	33,636.24	11,363.76	75%		
	07-450-702-0051	SW - POST CLOSURE LANDFILL TEST	30,000.00	0.00	9,797.20	20,202.80	33%	50,000.00	0.00	10,159.98	39,840.02	20%		
	07-450-800-0000	SW - EQUIPMENT PURCHASE	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	0.00	1,104.52	3,895.48	22%		
Solid Waste			449,611.00	29,576.08	308,311.41	141,299.59	69%	450,225.00	26,197.72	292,678.13	157,546.87	65%		

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Department	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014				Percent of Budget Spent	
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year		
	20-451-101-0000	WATER - FULL TIME SALARIES	121,009.00	8,600.06	92,032.99	28,976.01	76%	120,302.00	8,600.06	100,674.24	19,627.76	84%
	20-451-102-0000	WATER - OVERTIME	8,000.00	447.26	7,517.55	482.45	94%	8,000.00	285.96	6,712.21	1,287.79	84%
	20-451-103-0000	WATER - PART TIME SALARIES	0.00	688.10	7,647.75	-7,647.75	0%	6,968.00	688.10	1,028.81	5,939.19	15%
	20-451-150-0000	WATER - FICA	7,999.00	571.20	6,342.44	1,656.56	79%	8,436.00	558.05	6,337.95	2,098.05	75%
	20-451-151-0000	WATER - MEDICARE	1,871.00	133.58	1,483.14	387.86	79%	1,983.00	130.54	1,481.80	501.20	75%
	20-451-155-0000	WATER - HEALTH INSURANCE	31,160.00	0.00	20,684.35	10,475.65	66%	29,390.00	0.00	23,046.30	6,343.70	78%
	20-451-156-0000	WATER - RETIREMENT	13,685.00	958.26	10,639.51	3,045.49	78%	14,654.00	940.87	11,403.57	3,250.43	78%
	20-451-159-0000	WATER - LIFE/DISABILITY INSURANCE	1,542.00	87.89	860.90	681.10	56%	1,152.00	87.89	917.58	234.42	80%
	20-451-160-0000	WATER - WORKERS COMPENSATION	4,939.00	0.00	4,378.28	560.72	89%	4,241.00	0.00	2,090.02	2,150.98	49%
	20-451-161-0000	WATER - UNEMPLOYMENT	2,201.00	0.00	1,488.70	712.30	68%	312.00	0.00	161.51	1,504.49	52%
	20-451-190-0000	WATER - TRAINING/STAFF DEVELOPMENT	1,500.00	0.00	750.00	750.00	50%	2,500.00	0.00	1,201.17	1,298.83	48%
	20-451-193-0000	WATER - UNIFORMS	3,000.00	71.96	1,202.89	1,797.11	40%	3,000.00	245.04	2,836.66	163.34	95%
	20-451-198-0000	WATER - LONGEVITY	1,013.00	0.00	787.50	225.50	78%	788.00	0.00	787.50	0.50	100%
	20-451-201-0000	WATER - POSTAGE	2,800.00	168.40	1,520.46	1,279.54	54%	2,800.00	170.36	2,331.98	468.02	83%
	20-451-202-0000	WATER - GENERAL SUPPLIES	2,500.00	170.95	3,869.34	-1,369.34	155%	2,500.00	752.00	2,304.13	195.87	92%
	20-451-202-0002	WATER - DUES/SUBSCRIPTIONS	1,050.00	0.00	769.33	280.67	73%	1,050.00	0.00	653.00	397.00	62%
	20-451-202-0003	WATER - ADVERTISING	1,600.00	0.00	2,687.89	-1,087.89	168%	1,600.00	0.00	1,030.03	569.97	64%
	20-451-204-0000	WATER - TAXES	300.00	0.00	0.00	300.00	0%	300.00	0.00	0.00	300.00	0%
	20-451-209-0000	WATER - GASOLINE	5,200.00	243.34	2,139.87	3,060.13	41%	5,200.00	484.83	3,994.90	1,205.10	77%
	20-451-211-0000	WATER - LP GAS	15,000.00	1,324.44	11,618.03	3,381.97	77%	15,000.00	1,253.47	11,761.20	3,238.80	78%
	20-451-217-0000	WATER - CHEMICALS	20,000.00	2,131.74	6,947.16	13,052.84	35%	26,000.00	2,290.16	8,340.65	17,659.35	32%
	20-451-301-0000	WATER - COMMUNICATION SERVICES	3,800.00	220.89	2,856.29	943.71	75%	3,800.00	275.25	2,530.78	1,269.22	67%
	20-451-302-0000	WATER - ELECTRICITY	40,000.00	4,289.09	32,135.61	7,864.39	80%	46,000.00	3,494.14	31,316.62	14,683.38	68%
	20-451-401-0000	WATER - BUILDING MAINTENANCE	7,000.00	112.83	5,190.47	1,809.53	74%	7,000.00	0.00	2,526.50	4,473.50	36%
	20-451-402-0000	WATER - EQUIPMENT MAINTENANCE/LEAS	4,000.00	0.00	983.91	3,016.09	25%	4,000.00	880.00	3,449.20	550.80	86%
	20-451-403-0000	WATER - VEHICLE MAINTENANCE	5,000.00	748.88	2,225.70	2,774.30	45%	5,000.00	0.00	439.70	4,560.30	9%
	20-451-406-0000	WATER - SYSTEM MAINTENANCE	45,000.00	13,057.42	54,380.07	-9,380.07	121%	45,000.00	3,595.49	30,265.09	14,734.91	67%
	20-451-504-0000	WATER - PROPERTY-LIABILITY INSURANCE	4,280.00	0.00	4,280.00	0.00	100%	4,283.00	0.00	4,283.00	0.00	100%
	20-451-702-0000	WATER - CONTRACTED SERVICES	10,000.00	90.00	3,653.84	6,346.16	37%	9,000.00	45.00	6,869.50	2,130.50	76%
	20-451-702-0702	WATER - GROUNDWATER ENGINEERING	0.00	0.00	0.00	0.00	0%	0.00	-1,525.00	0.00	0.00	0%
	20-451-703-0000	WATER - AUDIT	3,425.00	2,175.00	2,175.00	1,250.00	64%	3,350.00	0.00	2,275.00	1,075.00	68%
	20-451-704-0000	WATER - ENGINEERING	25,000.00	0.00	18,370.94	6,629.06	73%	30,000.00	8,275.00	10,431.68	19,568.32	35%
	20-451-900-0000	WATER - TRANSFER TO CAPITAL RESERVE	360,000.00	0.00	360,000.00	0.00	100%	359,800.00	0.00	359,800.00	0.00	100%
	20-451-950-0000	WATER - BONDS & NOTES PRINCIPLE	54,213.00	0.00	54,213.00	0.00	100%	53,732.00	0.00	53,732.00	0.00	100%
	20-451-951-0000	WATER - BONDS & NOTES INTEREST	975.00	0.00	974.76	0.24	100%	1,456.00	0.00	1,455.66	0.34	100%
	20-451-954-0000	WATER - LAND ACQUISITION	20,000.00	0.00	20,000.00	0.00	100%	20,000.00	0.00	20,000.00	0.00	100%
			829,062.00	36,291.29	746,807.67	82,254.33	90%	848,597.00	31,527.21	718,469.94	130,127.06	85%

Water

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			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year		
	30-471-01-0000	WW - FULL TIME SALARIES	174,313.00	12,688.86	135,870.34	38,442.66	78%	172,438.00	12,688.86	144,653.85	27,784.15	84%
	30-471-102-0000	WASTEWATER - OVERTIME	17,000.00	834.81	15,245.15	1,754.85	90%	17,000.00	1,454.22	13,134.36	3,865.64	77%
	30-471-103-0000	WASTEWATER PART TIME SALARIES	16,562.00	688.10	7,539.62	9,022.38	46%	23,530.00	688.10	1,028.81	22,501.19	4%
	30-471-150-0000	WASTEWATER - FICA	12,889.00	809.28	9,251.04	3,637.96	72%	13,281.00	844.48	9,184.39	4,096.61	69%
	30-471-151-0000	WASTEWATER - MEDICARE	3,015.00	189.26	2,163.58	851.42	72%	3,106.00	197.50	2,148.64	957.36	69%
	30-471-155-0000	WASTEWATER - HEALTH INSURANCE	64,618.00	0.00	48,242.15	16,375.85	75%	64,618.00	0.00	50,671.93	13,946.07	78%
	30-471-156-0000	WASTEWATER - RETIREMENT	20,254.00	1,429.57	16,136.51	4,117.49	80%	23,046.00	1,496.28	16,864.89	6,181.11	73%
	30-471-159-0000	WASTEWATER - LIFE/DISABILITY INSURAN-	2,195.00	148.13	1,454.30	740.70	66%	3,000.00	148.13	1,485.60	1,514.40	50%
	30-471-160-0000	WASTEWATER - WORKERS COMPENSATION	5,899.00	0.00	4,670.17	1,228.83	79%	4,599.00	0.00	2,270.41	2,328.59	49%
	30-471-161-0000	WASTEWATER - UNEMPLOYMENT INSURAI	3,157.00	0.00	2,135.99	1,021.01	68%	601.00	0.00	316.81	284.19	53%
	30-471-162-0000	WASTEWATER - EMPLOYEE TESTING	750.00	0.00	0.00	750.00	0%	750.00	0.00	0.00	750.00	0%
	30-471-190-0000	WASTEWATER - TRAINING/STAFF DEVELOP	3,500.00	0.00	1,823.19	1,676.81	52%	3,500.00	160.00	2,313.64	1,186.36	66%
	30-471-193-0000	WASTEWATER - UNIFORMS	4,700.00	115.36	2,502.29	2,197.71	53%	3,000.00	415.84	3,719.01	-719.01	124%
	30-471-198-0000	SEWER - LONGEVITY	1,688.00	0.00	1,462.50	225.50	87%	1,013.00	0.00	1,237.50	-224.50	122%
	30-471-201-0000	WASTEWATER - POSTAGE	2,500.00	168.40	2,423.43	76.57	97%	2,500.00	170.36	1,585.18	914.82	63%
	30-471-202-0000	WASTEWATER - GENERAL SUPPLIES	2,500.00	165.95	3,737.81	-1,237.81	150%	2,500.00	129.61	2,585.40	-85.40	103%
	30-471-202-0002	WASTEWATER - DUES/SUBSCRIPTIONS	800.00	0.00	739.32	60.68	92%	700.00	0.00	121.00	579.00	17%
	30-471-202-0003	WASTEWATER - ADVERTISING	1,500.00	0.00	310.86	1,189.14	21%	1,200.00	0.00	0.00	1,200.00	0%
	30-471-209-0000	WASTEWATER - GASOLINE	5,000.00	216.02	2,014.85	2,985.15	40%	5,000.00	296.38	2,840.99	2,159.01	57%
	30-471-215-0000	WASTEWATER - LAB SUPPLIES	20,000.00	222.03	16,642.25	3,357.75	83%	20,000.00	663.52	16,563.46	3,436.54	83%
	30-471-217-0000	WASTEWATER - CHEMICALS	38,000.00	3,799.86	30,753.95	7,246.05	81%	35,000.00	7,342.75	34,730.30	269.70	99%
	30-471-301-0000	WASTEWATER - COMMUNICATION SER VIC	6,800.00	378.22	4,371.72	2,428.28	64%	6,800.00	486.66	4,391.57	2,408.43	65%
	30-471-302-0000	WASTEWATER - ELECTRICITY	84,000.00	9,997.96	69,373.96	14,626.04	83%	87,000.00	8,791.51	71,792.39	15,207.61	83%
	30-471-303-0000	WASTEWATER - HEAT & OIL	30,000.00	0.00	14,512.76	15,487.24	48%	30,000.00	6,179.38	15,629.57	14,370.43	52%
	30-471-401-0000	WASTEWATER - BUILDING MAINTENANCE	23,000.00	633.26	19,685.12	3,314.88	86%	23,000.00	3,631.44	25,513.71	-2,513.71	111%
	30-471-403-0000	WASTEWATER - VEHICLE MAINTENANCE	5,000.00	293.23	1,829.29	3,170.71	37%	5,000.00	0.00	1,991.15	3,008.85	40%
	30-471-406-0000	WASTEWATER - SYSTEM MAINTENANCE	50,000.00	3,407.29	26,574.77	23,425.23	53%	50,000.00	6,443.03	34,664.75	15,335.25	69%
	30-471-504-0000	WASTEWATER - PROPERTY/LIABILITY INSL	8,740.00	0.00	8,740.00	0.00	100%	8,740.00	0.00	8,740.00	0.00	100%
	30-471-538-0000	WASTEWATER - SLUDGE DISPOSAL	30,000.00	0.00	9,615.07	20,384.93	32%	30,000.00	3,318.00	11,805.55	18,194.45	39%
	30-471-602-0000	WASTE WATER - LEGAL EXPENSES	0.00	0.00	0.00	0.00	0%	0.00	0.00	59.00	-59.00	0%
	30-471-702-0000	WASTEWATER - CONTRACT SERVICES	17,000.00	1,022.66	9,181.95	7,818.05	54%	17,000.00	3,347.23	12,869.68	4,130.32	76%
	30-471-703-0000	WASTEWATER - AUDIT	3,425.00	2,175.00	2,175.00	1,250.00	64%	3,350.00	0.00	2,275.00	1,075.00	68%
	30-471-704-0000	WASTEWATER - ENGINEERING	30,000.00	1,903.50	24,982.55	5,017.45	83%	30,000.00	4,601.67	4,601.67	25,398.33	15%
	30-471-804-0000	WASTEWATER - NPDES PERMITS	20,000.00	0.00	5,284.49	14,715.51	26%	20,000.00	0.00	1,510.32	18,489.68	8%
	30-471-900-0000	WASTEWATER - TRANSFER TO CAPITAL RE	100,000.00	0.00	100,000.00	0.00	100%	100,000.00	0.00	100,000.00	0.00	100%
	30-471-950-0000	WW - BONDS & NOTES PRINCIPLE	102,540.00	0.00	102,540.06	-0.06	100%	102,540.00	0.00	102,540.06	-0.06	100%
	30-471-951-0000	WW - BONDS & NOTES INTEREST	36,551.00	0.00	36,551.07	-0.07	100%	40,208.00	0.00	40,208.15	-0.15	100%
			947,896.00	41,286.75	740,537.11	207,358.89	78%	954,020.00	63,494.95	746,048.74	207,971.26	78%
		<b>Total Operating Budget</b>	8,810,822.00	452,072.37	7,121,212.20	1,689,609.80	81%	8,868,579.00	528,746.29	7,064,903.02	1,803,675.98	80%

Sewer

Town of Newmarket, New Hampshire  
 Revenue Report<sup>a,b</sup>  
 For the Period Ended April 30, 2015

Function	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015				Fiscal Year 2014				Percent Collected	
			Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year		
				28,615.87	18,179,239.03	-16,720.03	18,031,572.00	12,491.26	18,024,247.78	478.27		
Taxes (Real estate, land use, PILOT, interest on taxes)			18,162,519.00	28,615.87	18,179,239.03	-16,720.03	100%	18,031,572.00	12,491.26	18,024,247.78	478.27	100%
Licenses, permit and fees			1,378,938.00	126,634.29	1,291,891.68	87,046.32	94%	1,315,300.00	101,448.46	1,196,814.06	1,304.39	100%
From State			598,095.00	32,511.19	643,152.20	-45,057.20	108%	538,561.00	73,596.61	616,077.61	1,890.15	100%
Charges for services			139,850.00	26,621.95	152,592.03	-12,742.03	109%	134,750.00	28,532.92	157,157.09	1,349.05	99%
Misc.Rev. Includes Int. Rev.			74,601.00	1,943.48	173,362.79	-98,761.79	232%	79,701.00	-1,615.10	110,399.11	21,061.40	74%
Recreation			435,960.00	0.00	435,960.00	0.00	100%	286,000.00	0.00	286,000.00	0.00	100%
Solid Waste			191,172.00	37,066.02	181,784.45	9,387.55	95%	209,981.00	38,869.16	131,074.20	55.52	100%
Water			244,450.00	12,664.83	176,990.62	67,459.38	72%	244,450.00	14,923.69	179,061.62	50.24	100%
Sewer			829,062.00	59,372.40	772,250.32	56,811.68	93%	848,597.00	53,479.88	764,271.97	81.35	100%
<b>Total Revenue</b>			<b>22,983,008.00</b>	<b>424,788.98</b>	<b>23,162,146.61</b>	<b>-179,138.61</b>	<b>101%</b>	<b>22,621,672.00</b>	<b>406,185.28</b>	<b>22,524,582.85</b>	<b>26,381.12</b>	<b>100%</b>



Town of Newmarket, New Hampshire  
Revenue Report<sup>a, b</sup>  
For the Period Ended April 30, 2015

Function	Fiscal Year 2015					Fiscal Year 2014					Percent Collected	
	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions		Balance Year
	01-310-000-1001	REAL ESTATE TAXES	18,153,215.00	0.00	18,174,843.00	-21,628.00	100%	18,024,524.00	0.00	18,029,622.00	100.03	100%
	01-310-000-1003	LAND USE CHANGE TAX	0.00	6,500.00	6,500.00	-6,500.00	0%	0.00	0.00	0.00	0.00	0%
	01-310-000-1004	YIELD TAXES	1,500.00	0.00	292.28	1,207.72	19%	1,500.00	0.00	0.00	0.00	100%
	01-310-000-1005	PAYMENTS IN LIEU OF TAXES	19,175.00	0.00	20,527.98	-1,352.98	107%	20,000.00	0.00	21,044.44	105.22	99%
	01-310-000-1006	INTEREST & PENALTIES ON CURRENT	27,000.00	3,505.03	24,644.76	2,355.24	91%	27,000.00	3,567.36	24,334.46	90.13	100%
	01-310-000-1007	REDEMPTION INTEREST	60,000.00	17,001.94	49,193.11	10,806.89	82%	60,000.00	8,372.90	49,737.62	82.90	100%
	01-310-000-1008	EXCAVATION TAX	0.00	1,174.92	1,174.92	-1,174.92	0%	0.00	0.00	0.00	0.00	0%
	01-310-000-1010	OVERLAY	-98,371.00	0.00	-98,371.00	0.00	100%	-101,452.00	0.00	-101,452.00	100.00	100%
	01-310-001-1006	INTEREST & PENALTIES ON OTHER I	0.00	32.98	32.98	-32.98	0%	0.00	0.00	26.26	0.00	0%
	01-310-002-1011	LIEN COST RECOVERY UTILITIES	0.00	401.00	401.00	-401.00	0%	0.00	551.00	935.00	0.00	0%
	Taxes (Real estate, land use, PILOT, interest on taxes)											
			18,162,519.00	28,615.87	18,179,239.03	-16,720.03	100%	18,031,572.00	12,491.26	18,024,247.78	478.27	100%
	01-330-000-1013	MV MAIL-IN FEES	7,000.00	653.00	5,924.00	1,076.00	85%	7,000.00	535.00	5,741.00	82.01	99%
	01-330-000-1014	MV PERMIT, LOCAL CLERK & TRANS	1,121,036.00	111,749.05	1,055,221.03	65,814.97	94%	1,095,000.00	92,240.00	994,936.09	90.86	100%
	01-330-000-1015	MOTOR VEHICLE STICKERS	26,000.00	2,793.00	24,737.00	1,269.00	95%	26,000.00	2,413.00	24,286.00	93.41	100%
	01-330-000-1016	BOAT REGISTRATIONS	3,000.00	1,081.76	3,435.04	-435.04	115%	3,000.00	525.56	2,556.24	85.21	97%
	01-330-000-1017	MV TITLE FEES	3,000.00	412.00	3,300.00	-300.00	110%	3,000.00	358.00	3,230.00	107.67	96%
	01-330-000-1018	DOG LICENSES	5,000.00	1,851.00	4,722.50	277.50	94%	5,000.00	2,096.00	4,965.50	99.31	98%
	01-330-000-1019	VITAL STATISTICS	3,000.00	471.00	5,378.00	-2,378.00	179%	3,000.00	144.00	3,893.00	129.77	96%
	01-330-000-1020	UCCS	500.00	0.00	555.00	-55.00	111%	500.00	0.00	1,065.00	213.00	57%
	01-330-000-1022	POLICE - DOG ORDINANCE FINES	400.00	50.00	500.00	-100.00	125%	400.00	0.00	450.00	112.50	72%
	01-330-000-1023	Finger Prints Receipts	0.00	0.00	15.00	-15.00	0%	0.00	0.00	0.00	0.00	0%
	01-330-000-1024	BUILDING PERMITS	57,602.00	7,499.00	54,435.50	3,166.50	95%	20,000.00	2,965.00	29,743.50	148.72	99%
	01-330-000-1025	MISC LICENSES, PERMITS & Fees	2,400.00	74.48	1,205.51	1,194.49	50%	2,400.00	171.90	1,413.90	58.91	98%
	01-330-000-1026	FRANCHISE RENEWAL AGREEMENT	150,000.00	0.00	132,469.10	17,530.90	88%	150,000.00	0.00	124,533.83	83.02	100%
		Licenses, permit and fees	1,378,938.00	126,634.29	1,291,891.68	87,046.32	94%	1,315,300.00	101,448.46	1,196,814.06	1,304.39	100%
	01-320-000-1012	HIGHWAY BLOCK GRANT	155,381.00	32,511.19	156,816.26	-1,435.26	101%	137,226.00	30,800.61	151,812.59	110.63	100%
	01-320-000-1014	MISC. GRANTS	23,413.00	0.00	23,988.00	-575.00	102%	0.00	42,796.00	44,389.66	0.00	0%
	01-320-000-1015	MEALS AND ROOM TAX DISTRIBUTION	397,992.00	0.00	442,237.94	-44,245.94	111%	380,000.00	0.00	397,992.47	104.74	100%
	01-320-000-1042	RAILROAD TAX	1,199.00	0.00	0.00	1,199.00	0%	76.00	0.00	1,198.89	1,577.49	-197.6%
	30-320-000-1073	WASTEWATER - STATE REVENUE	20,110.00	0.00	20,110.00	0.00	100%	21,259.00	0.00	20,684.00	97.30	100%
		From State	598,095.00	32,511.19	643,152.20	-43,057.20	108%	538,561.00	73,596.61	616,077.61	1,890.15	100%
	01-340-000-1025	POLICE SEX OFFENDER RECEIPTS	50.00	0.00	90.00	-40.00	180%	50.00	0.00	0.00	0.00	100%
	01-340-000-1027	PLANNING/ZONING RECEIPTS	2,000.00	671.00	2,386.00	-386.00	119%	2,000.00	1,024.00	15,325.00	766.25	62%
	01-340-000-1028	POLICE REPORT FEES	1,200.00	75.00	1,390.00	-190.00	116%	1,200.00	198.00	1,615.50	134.63	89%
	01-340-000-1031	AMBULANCE RECEIPTS	125,000.00	22,018.95	127,596.98	-2,596.98	102%	125,000.00	19,631.92	114,734.57	91.79	100%
	01-340-000-1034	FIRE DEPARTMENT RECEIPTS	5,000.00	0.00	1,305.00	3,695.00	26%	5,000.00	50.00	1,167.76	23.36	100%
	01-340-000-1035	WELFARE REIMBURSEMENTS	0.00	0.00	726.91	-726.91	0%	0.00	0.00	474.85	0.00	0%
	01-340-000-1036	COURT RECEIPTS	1,500.00	330.00	2,858.14	-1,358.14	191%	1,500.00	600.00	4,995.41	333.03	78%
	01-340-000-1043	PARKING TICKETS	0.00	1,485.00	9,700.00	-9,700.00	0%	0.00	1,635.00	11,655.00	0.00	0%
	01-340-000-1045	PARKING PERMITS	5,100.00	80.00	1,630.00	3,470.00	32%	0.00	0.00	1,795.00	0.00	0%
	01-340-001-1034	FIRE DEPT. X-DETAIL RECEIPTS	0.00	828.00	2,415.00	-2,415.00	0%	0.00	4,260.00	4,260.00	0.00	0%
	01-340-002-1034	DPW DEPT. X-DETAIL RECEIPTS	0.00	1,134.00	2,494.00	-2,494.00	0%	0.00	1,134.00	1,134.00	0.00	0%
		Charges for services	139,850.00	26,621.95	152,592.03	-12,742.03	109%	134,750.00	28,532.92	157,137.09	1,349.05	99%

Town of Newmarket, New Hampshire  
 Revenue Report<sup>a, b</sup>  
 For the Period Ended April 30, 2015

		Fiscal Year 2015						Fiscal Year 2014					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	
	01-340-000-1037	COPIER REVENUE	0.00	0.00	118.00	-118.00	0%	100.00	0.00	83.50	83.50	17%	
	01-340-000-1038	MISC. RECEIPTS	0.00	0.00	52,865.61	-52,865.61	0%	5,000.00	0.00	97,770.05	1,955.40	61%	
	01-340-000-1042	MISC. WELFARE DONATIONS	0.00	0.00	383.00	-383.00	0%	0.00	0.00	0.00	0.00	0%	
	01-340-051-1047	RECREATION FACILITY RENTAL	0.00	490.00	2,714.00	-2,714.00	0%	0.00	0.00	0.00	0.00	0%	
	01-340-052-0000	SUNRISE SUNSET REVENUE	0.00	403.00	1,034.00	-1,034.00	0%	0.00	0.00	0.00	0.00	0%	
	01-345-000-1044	HOUSING AUTHORITY	0.00	0.00	0.00	0.00	0%	0.00	-2,473.34	0.00	0.00	0%	
	01-350-000-0000	INS. SETTLEMENT RECEIPTS	0.00	0.00	0.00	0.00	0%	0.00	0.00	1,266.39	0.00	0%	
	01-350-000-1046	SALE OF MUNICIPAL PROPERTY	65,000.00	0.00	105,973.91	-40,973.91	163%	65,000.00	0.00	4,900.00	7.54	100%	
	01-350-000-1047	RENT OF MUNICIPAL PROPERTY	3,600.00	350.00	2,900.00	700.00	81%	3,600.00	305.00	2,980.00	82.78	98%	
	01-350-000-1048	INTEREST ON INVESTMENTS	6,000.00	675.18	7,339.57	-1,339.57	122%	6,000.00	554.24	5,711.24	95.19	98%	
	01-350-001-1105	TC/TC OVER AND UNDER	0.00	25.30	34.70	-34.70	0%	0.00	-1.00	-27.10	0.00	0%	
	01-360-000-0000	GF - MISCELLANEOUS REVENUE	74,601.00	1,943.48	173,362.79	-98,761.79	232%	79,701.00	-1,615.10	110,399.11	18,837.00	-1883600%	
		Misc. Rev. Includes Int. Rev.									21,061.40	74%	
	01-360-000-1054	FUND BALANCE USED	435,960.00	0.00	435,960.00	0.00	100%	286,000.00	0.00	286,000.00	0.00	100%	
	05-340-000-1047	RECREATION - RECREATION RENTAL	0.00	0.00	0.00	0.00	0%	0.00	13.00	3,829.00	0.00	0%	
	05-340-000-1058	RECREATION - REVENUE	191,172.00	36,503.17	172,279.80	18,892.20	90%	209,981.00	35,837.05	116,582.66	55.52	100%	
	05-340-000-1059	RECREATION - LIGHT USAGE	0.00	0.00	3,736.66	-3,736.66	0%	0.00	0.00	3,166.31	0.00	0%	
	05-350-000-1048	RECREATION - INTEREST	0.00	12.85	53.56	-53.56	0%	0.00	5.36	22.48	0.00	0%	
	05-350-000-1049	REC - ADVERTISING RECEIPTS	0.00	550.00	4,120.00	-4,120.00	0%	0.00	360.00	4,820.00	0.00	0%	
	05-350-050-1058	RECREATION - BUS USAGE	0.00	0.00	1,594.43	-1,594.43	0%	0.00	2,653.75	0.00	0.00	0%	
		Recreation	191,172.00	37,066.02	181,784.45	9,387.55	95%	209,981.00	38,869.16	131,074.20	55.52	100%	
	07-340-000-1067	SW - LANDFILL RECEIPTS	0.00	4,535.00	48,607.31	-48,607.31	0%	0.00	4,675.00	49,687.69	0.00	0%	
	07-340-000-1068	SW - GARBAGE BAGS	244,450.00	7,933.50	125,710.50	118,739.50	51%	244,450.00	9,994.90	122,816.85	50.24	100%	
	07-340-000-1069	SW - RECYCLING BINS	0.00	160.00	1,220.00	-1,220.00	0%	0.00	220.00	1,220.00	0.00	0%	
	07-340-000-1070	SW - UNITED TECHNOLOGIES	0.00	0.00	1,028.29	-1,028.29	0%	0.00	0.00	5,186.73	0.00	0%	
	07-350-000-1048	SW - INTEREST	0.00	36.33	336.08	-336.08	0%	0.00	33.79	1,503.35	0.00	0%	
	07-360-001-0000	SW - MISC. REVENUES	244,450.00	12,664.83	176,990.62	67,459.38	72%	244,450.00	14,923.69	179,061.62	50.24	100%	
		Solid Waste	244,450.00	49,732.75	689,750.65	139,311.35	83%	848,597.00	46,873.00	690,354.75	81.35	100%	
	20-310-000-1001	WATER - TAX REVENUE	829,062.00	542.40	3,935.57	-3,935.57	0%	0.00	587.76	4,646.28	0.00	0%	
	20-310-000-1006	WATER - INTEREST AND PENALTIES	0.00	1,000.00	12,000.00	-12,000.00	0%	0.00	0.00	4,000.00	0.00	0%	
	20-330-000-1071	WATER - ENTRANCE FEES	0.00	0.00	1,546.92	-1,546.92	0%	0.00	0.00	5,425.29	0.00	0%	
	20-340-000-1038	WATER - OTHER MISC. REVENUE	0.00	0.00	160.00	-160.00	0%	0.00	-125.00	99.95	0.00	0%	
	20-340-000-1072	WATER - JOB WORK	0.00	0.00	63,681.80	-63,681.80	0%	0.00	6,045.37	59,359.40	0.00	0%	
	20-350-000-1047	WATER - RENT OF MUNICIPAL PROP	0.00	124.34	958.38	-958.38	0%	0.00	98.75	386.30	0.00	0%	
	20-350-000-1048	WATER - INTEREST	0.00	0.00	217.00	-217.00	0%	0.00	0.00	0.00	0.00	0%	
	20-350-021-1073	WATER - DEDUCT METER	829,062.00	59,372.00	772,250.32	56,811.68	93%	848,597.00	53,479.88	764,271.97	81.35	100%	
		Water	829,062.00	97,247.70	1,125,406.42	-197,045.42	121%	932,760.00	83,595.70	1,033,003.98	110.75	100%	
	30-310-000-1001	WASTEWATER - TAX REVENUE	0.00	986.56	6,699.47	-6,699.47	0%	0.00	806.11	6,813.73	0.00	0%	
	30-310-000-1006	WASTEWATER - INTEREST ON DELIQ	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0.00	0%	

Town of Newmarket, New Hampshire  
 Revenue Report<sup>a,b</sup>  
 For the Period Ended April 30, 2015

Function	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2015						Fiscal Year 2014					
			Month to Date		Year to Date		Percent Collected	Budget	Month to Date		Year to Date		Percent Collected	Budget
			Transactions	Balance Year	Transactions	Balance Year			Transactions	Balance Year	Transactions	Balance Year		
	30-330-000-1071	WASTEWATER - ENTRANCE FEES	0.00	1,000.00	14,000.00	-14,000.00	0%	0.00	0.00	4,000.00	0%	0.00	0.00	0%
	30-340-000-1038	WASTEWATER - OTHER MISC. REVEN	0.00	0.00	3,142.90	-3,142.90	0%	0.00	0.00	5,425.29	0%	0.00	0.00	0%
	30-350-000-1048	WASTEWATER - INTEREST	0.00	124.69	787.60	-787.60	0%	0.00	0.00	56.59	0%	0.00	0.00	0%
	30-390-000-4008	COUNCIL VOTES - NPDES LEGAL FEE	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0%	0.00	0.00	0%
	30-390-000-4009	COUNCIL VOTES - 11/12-29 WRIGHT-P	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0%	0.00	0.00	0%
	30-390-000-4010	COUNCIL VOTES - 13/14-51 2015 FORC	0.00	0.00	692.50	-692.50	0%	0.00	0.00	7,410.31	0%	0.00	0.00	0%
	30-392-000-4030	COUNCIL VOTES - 13/14-6 ENG.SRY-B	0.00	0.00	4,194.60	-4,194.60	0%	0.00	0.00	0.00	0%	0.00	0.00	0%
Sewer			928,561.00	99,558.95	1,154,923.49	-226,562.49	124%	932,760.00	84,458.40	1,059,479.41	110.75	100%	100%	
Total Revenue			22,983,008.00	424,788.98	23,162,146.61	-179,138.61	101%	22,621,672.00	406,185.28	22,524,582.85	26,381.12	100%		

**TOWN OF NEWMARKET, NEW HAMPSHIRE**

**By the Newmarket Town Council**

**Ordinance #2014/2015-05**

**Update the Town of Newmarket Building Construction Regulations**

**WHEREAS**, the Town of Newmarket “Building and Housing – Building Fees” Ordinance #2000-07, was not rescinded upon updates made by subsequent Council Resolutions addressing the same subject, and

**WHEREAS**, the Town may enforce the Statewide Building Code under the provisions of RSA 47:22, and

**WHEREAS**, a Permit Fees Schedule, as a business function, may remain in place as a Resolution,

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby rescind Ordinance #2000-07 and adopt Ordinance #2014/2015-05.

Chapter 6, Section 6-21 of the Municipal Code of the town of Newmarket, Building Fees, shall be omitted upon passage of this Ordinance.

First Reading:	May 6, 2015
Second Reading:	May 20, 2015
Public Hearing:	May 20, 2015
Council Approval:	May 20, 2015

Approved: \_\_\_\_\_

Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: \_\_\_\_\_

Terri Littlefield, Newmarket Town Clerk

**TOWN OF NEWMARKET, NEW HAMPSHIRE  
By the Newmarket Town Council**

**Ordinance #2000-07  
Building and Housing  
Building Fees**

**International Building Code  
International Residential Code for One and Two Family Dwellings**

The Town of Newmarket, New Hampshire ordains:

**WHEREAS**, the 1987 BOCA Code was adopted on March 13, 1990; and

**WHEREAS**, the BOCA Code has been consolidated into the International Building Code;

**NOW THEREFORE BE IT RESOLVED**, that the Newmarket, New Hampshire, Town Council does hereby ordain the 1987 BOCA Code be repealed and adopt the 2000 Edition of the International Building Code and Residential Code for One and Two Family Dwellings.

**NEWMARKET MUNICIPAL CODE**

**LC Article 4, Section 4.1 Building and Housing**

**Section 4.1 International Residential Code for One and Two Family Dwellings and the International Building Code**

- A. Reference R101.2 Scope of the International Residential Code for One and Two Family Dwellings
- B. Reference R101.2 Scope in the International Building Code

**Subsection 4.1.1. Statutory Authority.**

This Building Code is adopted pursuant to the authority granted by RSA 674:51 and RSA 674:52.

**Subsection 4.1.2. Adoption of Standards.**

There is hereby adopted by the Town of Newmarket, New Hampshire, for the purpose of establishing rules and regulations for the construction, alteration, removal, demolition, equipment, use, occupancy, location and maintenance of buildings and structures and the permitting thereof, the International Residential Code for One and Two Family Dwellings and the International Building Code, Edition (hereinafter known as "the Code"), save and except such portions as are hereinafter deleted, modified or amended, and the same are hereby adopted and incorporated by reference as fully as if set out at length herein. This Building Code shall supersede all prior building codes now or previously in effect in the Town of Newmarket, New Hampshire, and shall take effect on the date of adoption.

**Subsection 4.1.3. Local Deletions, Modifications and Amendments to the Code.**

- A. "Newmarket" is hereby inserted as the name of the jurisdiction in 100.1, page 1 of the Code.
- B. The Town of Newmarket is hereby authorized to establish a schedule of fees .
- C. All penalty clauses in the Code, including those contained in 116.4 and 117.2 of the Code are superseded by the enforcement provisions set forth in Section 4.00 hereof.
- D. The bond or insurance amounts required for signs over public property shall be determined by the Town Administrator of the Town of Newmarket on a case-by-case basis.

**Subsection 4.1.4. Enforcement of the Building Code.**

This Building Code or any other regulations made under authority thereof may be enforced by the Town through injunctive proceedings under RSA 676:15, as amended, by imposition of a criminal penalty and/or civil fine pursuant to RSA 676:17, as amended, and by such other process as may be provided for in State or Federal law.

**Subsection 4.1.5 Building Fees.**

The Town of Newmarket will be charging certain fees for building permits as described in the Schedule of Building Fees. Periodically this schedule can be amended administratively to reflect changing costs. (See attached Exhibit A-Building Fee Schedule)

EXHIBIT ABUILDING FEE SCHEDULERESIDENTIAL (includes attached or basement garage & plumbing & electrical permit fees)

A. Single family, up to 2,000 s.f. (.15/s.f.)	\$300.00
B. Single family, 2,001 to 3,000 s.f. (.15/s.f.)	450.00
C. Single family, over 3,000 s.f.	550.00
D. Multi-family dwellings	
1. units up to 1,500 s.f. - \$300.00/unit	
2. units from 1,501 to 3,000 s.f. - \$450.00/unit	
3. units over 3,000 s.f. - \$550.00/unit	
E. Mobile homes - \$150.00/unit	

ACCESSORY STRUCTURES

A. Garages & barns -	\$25.00/bay or stall
B. Sheds with foundation	30.00
C. Sheds without foundation	15.00
D. In-ground pools	25.00
E. Above-ground pools	15.00
F. Decks	15.00

COMMERCIAL

A. Commercial/Industrial - .15 s.f. or	50.00 min.
----------------------------------------	------------

PLUMBING

Up to first 10 fixtures	25.00
11-20 fixtures	50.00
over 20 fixtures	75.00

ELECTRICAL

1-4 outlets or temporary service	10.00
\$25.00/unit	

RESIDENTIAL ALTERATION

\$25.00 min. or .125/s.f. of affected area, whichever is greater

COMMERCIAL ALTERATION

\$50.00 min. or .15/s.f. of affected area, whichever is greater

DEMOLITION

\$25.00

RE-INSPECTION

\$10.00 first time  
\$25.00 subsequent visits/trade

CHIMNEY

\$15.00

ROOF/RE-ROOF

\$25.00

NOTES:

1. Square footage is defined as completed living space or affected space.

First Reading Date: September 6, 2000

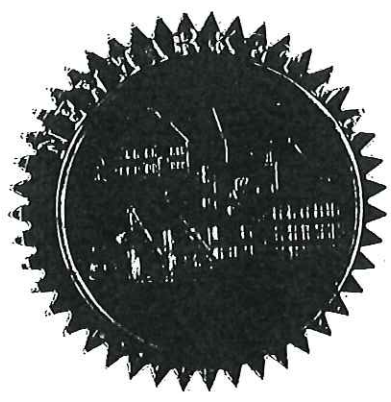
Public Hearing: October 18, 2000

Second Reading Date: October 18, 2000

Final Action by Council: November 1, 2000

Approved: *Phil LePage*  
Phil LePage, Chair Newmarket Town Council

A True Copy Attest: *Judith M. Harvey*  
Judith M. Harvey, Town Clerk





**TOWN OF NEWMARKET, NEW HAMPSHIRE**

**By the Newmarket Town Council**

**Resolution #2014/2015-52**

**To Authorize the Town Administrator to Enter into an Agreement with Northeast Earth Mechanics to Install a 16-inch Water Main from Route 108 to the Great Hill Water Tower, and to Perform Necessary Electrical Improvements.**

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

**WHEREAS**, Northeast Earth Mechanics is the low bidder, and

**WHEREAS**, Underwood Engineers recommends Northeast Earth Mechanics 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 Northeast Earth Mechanics for \$892,710.00 for the Route 108 Great Hill Water Main Replacement 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 6, 2015

Second Reading: May 20, 2015

Approval: May 20, 2015

Approved: \_\_\_\_\_  
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: \_\_\_\_\_  
Terri Littlefield, Town Clerk

1552.21

April 8, 2015

Mr. Steven Fournier  
Town of Newmarket  
186 Main Street  
Newmarket, NH 03857

**Re: Award Recommendation  
Great Hill Water Main Replacement  
Newmarket, New Hampshire  
DWSRF Project No. 1731010-01**

Dear Mr. Fournier:

We have reviewed the bids received for the above-referenced project and have compiled the attached Bid Tabulation. Based on this compilation, **Northeast Earth Mechanics** of Pittsfield, NH is the Low Bidder with a Total Base Bid Price of \$1,047,760.00. Based on limited project funding, we are recommending that the Town reduce the **award amount to \$892,710.00**. This reduction can be made since the bid included costs to complete certain parts of the project in different ways (e.g. the bid included the cost to cross Route 108 using the directional drilling method as well as open cut method). This reduction is in line with only including items associated with the method for which the Contractor intends to construct the project. The items for which the Contractor does not intend to construct the project have been eliminated.

Of the recommended award amount of \$892,710.00, \$888,510.00 is eligible for funding by the DWSRF Program. The remaining \$4,200.00 (i.e. the amount of Bid Item #31 – Excavation of Telecommunication Conduits at the Tank Site) is ineligible and must be funded through a different source.

Additionally, we recommend that the Notice of Award indicate that the work on Bid Items #32 (PSNH Electrical Work) and #35 (All Electrical Work Not Noted Above) be delayed until such time that the Town provides written authorization to start the work. This will provide the Town with some flexibility to keep the project within budget in case some unforeseen issues develop during construction.

We have reviewed **Northeast Earth Mechanics'** Statement of Qualifications, contacted three of their references, and reviewed letters from their bank and bonding agency. Based on these evaluations, we recommend that the Town award the above-referenced project to **Northeast Earth Mechanics** in the amount of **\$892,710.00**. In support of this recommendation, we have attached the following information:

1. A copy of the recommended Award Amount.
2. A copy of the Bid Tabulation.

ph 603.230.9898  
fx 603.230.9899  
99 North State Street  
Concord, NH 03301

underwoodengineers.com

Page 2 of 2  
Mr. Steve Fournier  
April 8, 2015

3. A copy of **Northeast Earth Mechanics'** Bid (including supplemental information) and Bid Bond.
4. A copy of **Northeast Earth Mechanics'** Disadvantaged Business Enterprise submission.
5. A copy of **Northeast Earth Mechanics'** Notice of Non-Discrimination of Employment.
6. A copy **Northeast Earth Mechanics'** Certification of Non-Segregated Facilities.
7. Copies of letters from **Northeast Earth Mechanics'** Bank and Bonding Agencies.
8. Contractor's Reference Interview Forms.

Please note that the Contract cannot be awarded until NHDES has reviewed the bid results and all pertinent information. Once NHDES determines that everything is satisfactory, they will issue a letter authorizing award of the Contract. Once you receive NHDES' approval to award the Contract, we will send the Town six copies of the Notice of Award for signature. Upon receipt of the signed notices, we will mail them to **Northeast Earth Mechanics** and schedule a preconstruction meeting.

In order to receive authorization to award the project, the following documentation must be provided to us to include in our NHDES Request to Award package:

1. A letter from the Town stating that you intend to award the project to **Northeast Earth Mechanics** (a sample letter is attached).
2. A signed certification from the Town 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 from the Town that they have retained Underwood Engineers in accordance with NH Administrative Rules Env-Wq 600. 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 NHDES to obtain authorization to award this project.

Please call if you have any questions in the meantime.

Very truly yours,

UNDERWOOD ENGINEERS, INC.



Peter J, Pitsas, P.E.  
Project Manager

PJP/  
Encl.

cc: Sean Grieg, Town of Newmarket (w/ encl.)



**AWARD AMOUNT**  
**GREAT HILL WATER MAIN REPLACEMENT**  
**TOWN OF NEWMARKET**

BID ITEM	DESCRIPTION	BID QUANTITY	CHANGE OF QUANTITY	AWARD QUANTITY	UNIT	NE EARTH UNIT PRICE	AWARD AMOUNT
1	Mobilization and Project Setup (Maximum of 4% of Total Base Bid):	1	0	1	L.S.	\$34,500.00	\$34,500.00
<b>WATER MAIN ITEMS</b>							
2	Clearing & Grubbing Along X-Country Portion	1	0	1	L.S.	\$26,500.00	\$26,500.00
3	Clearing & Grubbing Along Route 108 Portion	1	-0.6756757	0	L.S.	\$3,700.00	\$1,200.00
4	16" Dia. HDPE Water Main Installed by Directional Drilling ALONG Route 108	700	0	700	L.F.	\$135.00	\$94,500.00
5	16" Dia. HDPE Water Main Installed by Directional Drilling ACROSS Route 108	1	0	1	L.S.	\$35,000.00	\$35,000.00
6	D.I. Water Main (all diameters) on Route 108	430	-310	120	L.F.	\$135.00	\$16,200.00
7	16" Dia. D.I. Water Main ACROSS Route 108	1	-1	0	L.S.	\$36,000.00	\$0.00
8	D.I. Water Main (all diameters) on X-Country	490	0	490	L.F.	\$200.00	\$98,000.00
9	16" M.J. D.I. Filling w/ Thrust Block	28	-3	25	each	\$1,600.00	\$40,000.00
10	12" and 10" M.J. D.I. Filling w/ Thrust Block	14	-4	10	each	\$600.00	\$6,000.00
11	6" M.J. D.I. Filling w/ Thrust Block	4	0	4	each	\$300.00	\$1,200.00
12	16" Butterfly Valve	3	0	3	each	\$4,000.00	\$12,000.00
13	12" and 10" Gate Valve and Box	1	0	1	each	\$2,700.00	\$2,700.00
14	6" Gate Valve and Box	2	0	2	each	\$900.00	\$1,800.00
15	10" Tapping Sleeve and Valve	1	0	1	each	\$8,000.00	\$8,000.00
16	Fire Hydrant	1	0	1	each	\$8,000.00	\$8,000.00
17	2" Chlorine Inj. Tap and/or Man. Air Rel.	1	0	1	each	\$3,700.00	\$3,700.00
18	3/4" and 1" Chlorine Inj. Tap and/or Man. Air Rel.	2	-1	1	each	\$3,000.00	\$3,000.00
19	Service Saddle (all sizes)	3	0	3	each	\$260.00	\$780.00
20	2" Corporation Stops	1	0	1	each	\$300.00	\$300.00
21	2" Copper Service Pipe	60	0	60	L.F.	\$100.00	\$6,000.00
22	2" Curb Stop	1	0	1	each	\$500.00	\$500.00
23	3/4" and 1" Corporation Stops	7	0	7	each	\$140.00	\$980.00
24	3/4" and 1" Copper Service Pipe	125	0	125	L.F.	\$100.00	\$12,500.00
25	3/4" and 1" Curb Stop	5	0	5	each	\$200.00	\$1,000.00
26	2" Rigid Polystyrene Insulation	50	0	50	S.F.	\$3.00	\$150.00
<b>COMMON ITEMS</b>							
27	Bituminous Trench Repair	150	0	150	L.F.	\$200.00	\$30,000.00
28	Route 108 Bituminous Pavement Repair	1	-1	0	L.S.	\$22,000.00	\$0.00
29	Driveway Replacement (Near Sta. 100+40)	1	0	1	L.S.	\$7,000.00	\$7,000.00
30	Conduit Bank (2 elect. & 2 Telecom.)	425	0	425	L.F.	\$150.00	\$63,750.00
30A	Conduit Bank (2 Additional Telecom.)	425	-425	0	L.F.	\$30.00	\$0.00
31	Excavation for Telecom. Conduit	30	0	30	hours	\$140.00	\$4,200.00
32	PSNH Electrical Work	1	0	1	Allow.	\$50,000.00	\$50,000.00
33	Electrical Conduit at the Tank Site	1	0	1	L.S.	\$14,000.00	\$14,000.00
34	Telecommunication Handholes	2	0	2	each	\$3,000.00	\$6,000.00
35	All Electrical Work Not Noted Above	1	0	1	L.S.	\$69,000.00	\$69,000.00
36	Exploratory Excavation	100	0	100	C.Y.	\$50.00	\$5,000.00
37	Ledge Removal w/ Common Refill	150	0	150	C.Y.	\$200.00	\$30,000.00
38	Rock Removal w/ Common Refill	100	0	100	C.Y.	\$60.00	\$6,000.00
39	Additional Excavation	50	0	50	C.Y.	\$40.00	\$2,000.00
40	Additional Sand	400	-350	50	C.Y.	\$25.00	\$1,250.00
41	Additional Bank-run Gravel	50	0	50	C.Y.	\$20.00	\$1,000.00
42	Additional Crushed Gravel	50	0	50	C.Y.	\$25.00	\$1,250.00
43	Additional Crushed Stone	50	0	50	C.Y.	\$40.00	\$2,000.00
44	Dust Control	1	0	1	L.S.	\$12,000.00	\$12,000.00
45	TCP and Maintenance of Traffic	1	0	1	L.S.	\$47,000.00	\$47,000.00
46	Flagperson	150	0	150	hours	\$45.00	\$6,750.00
47	Uniform Traffic Officer	1	-0.5	0.5	Allow.	\$42,000.00	\$21,000.00
48	Erosion Control Plan & SWPPP	1	0	1	L.S.	\$12,000.00	\$12,000.00
49	Installation & Maintenance of Erosion Control	1	0	1	L.S.	\$16,000.00	\$16,000.00
50	Geotechnical Testing Services	1	0	1	Allow.	\$4,000.00	\$4,000.00
51	Restoration of Growth	1	0	1	L.S.	\$33,000.00	\$33,000.00
52	Miscellaneous Work and Clean Up	1	0	1	L.S.	\$36,000.00	\$36,000.00
<b>TOTAL BID:</b>							<b>\$892,710.00</b>

Note 1

Note 1: In Section 01010, Paragraph 3.2.F, delete the words "and asbestos cement sewer pipe". Also in Paragraph 3.2.F, insert the following words at the end of the paragraph "The Contractor is not responsible to pay for the cost of removing and disposing of existing contaminated soils or existing hazardous materials encountered on the site, but is responsible for soils that are contaminated by their operations."

# BID TABULATION

GREAT HILL WATER MAIN REPLACEMENT  
TOWN OF NEWMARKET

Bid Opening Date: March 26, 2015

BID ITEM	DESCRIPTION	EST. QUANTITY	UNIT	NorthEast Earth Mechanics			FL Merrill Inc			AVERAGE	
				UNIT PRICE	EXTENDED TOTAL	NOTE	UNIT PRICE	EXTENDED TOTAL	NOTE	UNIT PRICE	EXTENDED TOTAL
1	Mobilization and Project Setup (Maximum of 4% of Total Base Bid):	1	L.S.	\$34,500.00	\$34,500.00	3.3%	\$50,000.00	\$50,000.00	4.0%	\$42,250.00	\$42,250.00
<b>WATER MAIN ITEMS</b>											
2	Clearing & Grubbing Along X-Country Portion	1	L.S.	\$26,500.00	\$26,500.00		\$20,000.00	\$20,000.00		\$23,250.00	\$23,250.00
3	Clearing & Grubbing Along Route 108 Portion	1	L.S.	\$3,700.00	\$3,700.00		\$33,000.00	\$33,000.00		\$18,350.00	\$18,350.00
4	16" Dia. HDPE Water Main Installed by Directional Drilling ALONG Route 108	700	L.F.	\$135.00	\$94,500.00		\$490.00	\$343,000.00		\$312.50	\$218,750.00
5	16" Dia. HDPE Water Main Installed by Directional Drilling ACROSS Route 108	1	L.S.	\$35,000.00	\$35,000.00		\$32,000.00	\$32,000.00		\$33,500.00	\$33,500.00
6	D.I. Water Main (all diameters) on Route 108	430	L.F.	\$135.00	\$58,050.00		\$200.00	\$86,000.00		\$167.50	\$72,025.00
7	16" Dia. D.I. Water Main ACROSS Route 108	1	L.S.	\$36,000.00	\$36,000.00		\$30,000.00	\$30,000.00		\$33,000.00	\$33,000.00
8	D.I. Water Main (all diameters) on X-Country	490	L.F.	\$200.00	\$98,000.00		\$200.00	\$98,000.00		\$200.00	\$98,000.00
9	16" M.J. D.I. Fitting w/ Thrust Block	28	each	\$1,600.00	\$44,800.00		\$2,000.00	\$56,000.00		\$1,800.00	\$50,400.00
10	12" and 10" M.J. D.I. Fitting w/ Thrust Block	14	each	\$600.00	\$8,400.00		\$900.00	\$12,600.00		\$750.00	\$10,500.00
11	6" M.J. D.I. Fitting w/ Thrust Block	4	each	\$300.00	\$1,200.00		\$600.00	\$2,400.00		\$450.00	\$1,800.00
12	16" Butterfly Valve	3	each	\$4,000.00	\$12,000.00		\$6,000.00	\$18,000.00		\$5,000.00	\$15,000.00
13	12" and 10" Gate Valve and Box	1	each	\$2,700.00	\$2,700.00		\$3,000.00	\$3,000.00		\$2,850.00	\$2,850.00
14	6" Gate Valve and Box	2	each	\$900.00	\$1,800.00		\$1,500.00	\$3,000.00		\$1,200.00	\$2,400.00
15	10" Tapping Sleeve and Valve	1	each	\$8,000.00	\$8,000.00		\$6,000.00	\$6,000.00		\$7,000.00	\$7,000.00
16	Fire Hydrant	1	each	\$6,000.00	\$6,000.00		\$5,000.00	\$5,000.00		\$5,500.00	\$5,500.00
17	2" Chlorine Inj. Tap and/or Man. Air Rel.	1	each	\$3,700.00	\$3,700.00		\$2,000.00	\$2,000.00		\$2,850.00	\$2,850.00
18	3/4" and 1" Chlorine Inj. Tap and/or Man. Air Rel.	2	each	\$3,000.00	\$6,000.00		\$1,800.00	\$3,600.00		\$2,400.00	\$4,800.00
19	Service Saddle (all sizes)	3	each	\$260.00	\$780.00		\$1,400.00	\$4,200.00		\$830.00	\$2,490.00
20	2" Corperation Stops	1	each	\$300.00	\$300.00		\$1,400.00	\$1,400.00		\$850.00	\$850.00
21	2" Copper Service Pipe	60	L.F.	\$100.00	\$6,000.00		\$90.00	\$5,400.00		\$95.00	\$5,700.00
22	2" Curb Stop	1	each	\$500.00	\$500.00		\$1,600.00	\$1,600.00		\$1,050.00	\$1,050.00
23	3/4" and 1" Corperation Stops	7	each	\$140.00	\$980.00		\$1,100.00	\$7,700.00		\$620.00	\$4,340.00
24	3/4" and 1" Copper Service Pipe	125	L.F.	\$100.00	\$12,500.00		\$90.00	\$11,250.00		\$95.00	\$11,875.00
25	3/4" and 1" Curb Stop	5	each	\$200.00	\$1,000.00		\$1,200.00	\$6,000.00		\$700.00	\$3,500.00
26	2" Rigid Polystyrene Insulation	50	S.F.	\$3.00	\$150.00		\$6.00	\$300.00		\$4.50	\$225.00
<b>COMMON ITEMS</b>											
27	Biluminous Trench Repair	150	L.F.	\$200.00	\$30,000.00		\$110.00	\$16,500.00		\$155.00	\$23,250.00
28	Route 108 Biluminous Pavement Repair	1	L.S.	\$22,000.00	\$22,000.00		\$8,000.00	\$8,000.00		\$15,000.00	\$15,000.00
29	Driveway Replacement (Near Sta. 100+40)	1	L.S.	\$7,000.00	\$7,000.00		\$5,000.00	\$5,000.00		\$6,000.00	\$6,000.00
30	Conduit Bank (2 elect. & 2 Telecom.)	425	L.F.	\$150.00	\$63,750.00		\$80.00	\$25,500.00		\$105.00	\$44,625.00
30A	Conduit Bank (2 Additional Telecom.)	425	L.F.	\$30.00	\$12,750.00		\$30.00	\$12,750.00		\$30.00	\$12,750.00
31	Excavation for Telecom. Conduit	30	hours	\$140.00	\$4,200.00		\$15.00	\$450.00		\$77.50	\$2,325.00
32	PSNH Electrical Work	1	Allow.	\$50,000.00	\$50,000.00		\$50,000.00	\$50,000.00		\$50,000.00	\$50,000.00
33	Electrical Conduit at the Tank Site	1	L.S.	\$14,000.00	\$14,000.00		\$20,000.00	\$20,000.00		\$17,000.00	\$17,000.00
34	Telecommunication Handholes	2	each	\$3,000.00	\$6,000.00		\$3,000.00	\$6,000.00		\$3,000.00	\$6,000.00
35	All Electrical Work Not Noted Above	1	L.S.	\$69,000.00	\$69,000.00		\$60,000.00	\$60,000.00		\$64,500.00	\$64,500.00
36	Exploratory Excavation	100	C.Y.	\$50.00	\$5,000.00		\$50.00	\$5,000.00		\$50.00	\$5,000.00
37	Ledge Removal w/ Common Refill	150	C.Y.	\$200.00	\$30,000.00		\$130.00	\$19,500.00		\$165.00	\$24,750.00
38	Rock Removal w/ Common Refill	100	C.Y.	\$60.00	\$6,000.00		\$130.00	\$13,000.00		\$95.00	\$9,500.00
39	Additional Excavation	50	C.Y.	\$40.00	\$2,000.00		\$30.00	\$1,500.00		\$35.00	\$1,750.00
40	Additional Sand	400	C.Y.	\$25.00	\$10,000.00		\$30.00	\$12,000.00		\$27.50	\$11,000.00
41	Additional Bank-run Gravel	50	C.Y.	\$20.00	\$1,000.00		\$30.00	\$1,500.00		\$25.00	\$1,250.00
42	Additional Crushed Gravel	50	C.Y.	\$25.00	\$1,250.00		\$40.00	\$2,000.00		\$32.50	\$1,625.00
43	Additional Crushed Stone	50	C.Y.	\$40.00	\$2,000.00		\$30.00	\$1,500.00		\$35.00	\$1,750.00
44	Dust Control	1	L.S.	\$12,000.00	\$12,000.00		\$5,000.00	\$5,000.00		\$8,500.00	\$8,500.00
45	TCP and Maintenance of Traffic	1	L.S.	\$47,000.00	\$47,000.00		\$30,000.00	\$30,000.00		\$38,500.00	\$38,500.00
46	Flagperson	150	hours	\$45.00	\$6,750.00		\$30.00	\$4,500.00		\$37.50	\$5,625.00
47	Uniform Traffic Officer	1	Allow.	\$42,000.00	\$42,000.00		\$42,000.00	\$42,000.00		\$42,000.00	\$42,000.00
48	Erosion Control Plan & SWPPP	1	L.S.	\$12,000.00	\$12,000.00		\$5,000.00	\$5,000.00		\$8,500.00	\$8,500.00
49	Installation & Maintenance of Erosion Control	1	L.S.	\$16,000.00	\$16,000.00		\$12,000.00	\$12,000.00		\$14,000.00	\$14,000.00
50	Geotechnical Testing Services	1	Allow.	\$4,000.00	\$4,000.00		\$4,000.00	\$4,000.00		\$4,000.00	\$4,000.00
51	Restoration of Growth	1	L.S.	\$33,000.00	\$33,000.00		\$20,000.00	\$20,000.00		\$26,500.00	\$26,500.00
52	Miscellaneous Work and Clean Up	1	L.S.	\$36,000.00	\$36,000.00		\$30,000.00	\$30,000.00		\$33,000.00	\$33,000.00
<b>TOTAL BID:</b>					<b>\$1,047,760.00</b>			<b>\$1,264,160.00</b>			<b>\$1,160,955.00</b>

<b>Proposed Trenching Methods (see Section 01010):</b>		
Along Route 108 (from approximately Sta. 105+10 to 108+50)	Directional Drilling	Directional Drilling
Route 108 Crossing	Directional Drilling	Directional Drilling
Cross-Country	Blasting	Combo Blasting /Mounding

THE INFORMATION IN THE ABOVE TABULATION IS A TRUE AND ACCURATE REFLECTION OF THE BIDS AFTER REVIEW BY THE ENGINEER:

Bids Tabulated By: Allison Rees, P.E.

Bids Checked By:

Peter Pilsas, P.E.

*Allison Rees*  
ENGINEER DATE 4/1/15

*[Signature]*  
ENGINEER DATE 4/1/15

**TOWN OF NEWMARKET, NEW HAMPSHIRE**

**By the Newmarket Town Council**

**Resolution #2014/2015-53**

**Relating to the Town's Investment Policy**

**WHEREAS**, Pursuant to RSA 41:9 VII, the Town Council "shall annually review and adopt an investment policy for the investment of public funds in conformance with applicable statutes...."

**NOW THEREFORE BE IT RESOLVED**, that the Newmarket Town Council adopts an investment policy, as follows:

**1. Introduction**

The intent of this investment policy is to define the parameters within which funds are to be managed. In methods, procedures and practices, the policy formalizes the framework for the Town's investment activities that must be exercised to ensure effective and judicious fiscal and investment management of the Town's funds. The guidelines are intended to be broad enough to allow the Treasurer to function properly within the parameters of responsibility and authority, yet specific enough to adequately safeguard the investment assets.

**2. Governing Authority**

The Town Council has authority under RSA 41:9 (Town) and RSA 48:16 to adopt this investment policy.

**3. Scope**

This policy applies only to investments held by the Treasurer. Funds held by the Trustee of Trust Funds and the Library Trustees are excluded from this policy.

**4. Investment Objectives**

The primary investment objectives, in priority order, of investment activity shall be:

**a. Safety**

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The goal will be to mitigate credit risk and interest rate risk.

**b. Liquidity**

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

**c. Return**

The investment portfolio should be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints of safety and liquidity needs.

**d. Special Considerations**

Where possible, funds may be invested for the betterment of the local economy. For example, funds may be invested with institutions to reward them for promoting local economic development through its various programs and activities. Any money deposited in these institutions shall be FDIC insured and/or collateralized pursuant to section 9 of this policy.

**5. Standards of Care**

**a. Prudence**

The standard of prudence to be used by the Treasurer shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. The Treasurer acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal liability for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

The “prudent person” standard shall be defined as:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable of safety of their capital as well as the probable income to be derived.

**b. Ethics and Conflicts of Interest**

Officers and employees involved in the investment process shall refrain from personal activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. Disclosure shall be made to the Town Council. They shall

further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the Town.

**6. Delegation of Authority and Responsibility**

**a. Maintenance of the Cashbook**

The Finance Office shall maintain general ledger cash accounts by bank statement with enough transactional specificity that will comply with the requirements of maintaining a cashbook.

**b. Bank Reconciliations**

The Finance Office shall prepare for the Treasurer's approval, bank reconciliations. Such bank reconciliations shall reconcile bank balances to the general ledger cash balances and include supporting documentation for each reconciling item.

**c. Bank Deposits**

The Tax Collector's Office, with a police escort, may deposit Town collections with the bank.

**d. Other Internal Controls**

All departments must comply with internal controls specified by the Town Administrator.

**7. Authorized investments**

The Treasurer shall invest in the public deposit investment pool, money market accounts, certificates of deposits, repurchase agreements, or all other types of interest bearing accounts of federally insured banks chartered under the laws of New Hampshire or the federal government with a branch in the state.

The Treasurer shall amounts of investments in a manner that will mitigate the concentration of credit risk. Concentration of credit risk is the risk of loss attributed to an investment in a single issuer.

**8. Approved Institutions**

The Treasurer shall have authority to deposit, upon approval by the Town Administrator and recommendation of the Finance Director, town monies in the following institutions:



- Citizens Bank
- Kennebunk Savings Bank
- New Hampshire Public Deposit Investment Pool
- TD Bank

Collateralization shall be obtained separately for each institution, according to section 9 of this policy.

**9. Collateralization**

The Treasurer shall collateralize deposits in an effort to mitigate custodial credit risk. Mitigation includes segregating deposits to be covered by federally deposit insurance or similar insurance.

**10. Foreign Investments**

The Treasurer shall not invest in foreign investments.

First Reading: May 6, 2015

Second Reading: May 20, 2015

Approval: May 20, 2015

Approved: \_\_\_\_\_  
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: \_\_\_\_\_  
Terri Littlefield, Town Clerk

**TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**ORDINANCE #2014/2015-04**  
**AN ORDINANCE AMENDING CHAPTER 18 OF THE CODE OF THE TOWN**  
**OF NEWMARKET, NEW HAMPSHIRE; REGULATING RAFFLES**

**THE TOWN OF NEWMARKET ORDAINS:**

**1. Purpose**

The purpose of this ordinance is to regulate charitable raffles and other games of chance in the Town of Newmarket pursuant to RSA 287-A

**2. Amendment**

Chapter 18 is hereby amended by adding the following article:

**ARTICLE III RAFFLES**

**Sec. 18 - 112. Purpose: Unlawful Acts**

Pursuant to the terms of RSA 287-A, the purpose of this chapter is to enact provisions for the permitting and regulation of Raffles.

**Sec. 18 - 113. Permits Required**

It shall be unlawful for any person conducting a raffle within the town of Newmarket without first obtaining a permit.

**Sec. 18 - 114. Definitions**

- a. "Raffle" means a lottery in which each participant buys a ticket for an article or articles put up as a prize with the winner being determined by a random drawing.
- b. "Charitable organization" means:
  - i. Any person or entity that is that is determined by the Internal Revenue Service to be a tax exempt organization pursuant to section 501(c)(3) of the Internal Revenue Code, as that section now exists or may hereafter be amended; or
  - ii. Any other person or entity that is or holds itself out to be established, in whole or in part, for any benevolent,

philanthropic, patriotic, educational, humane, scientific, public health, environmental conservation, civic, social, sporting, recreational, or other charitable purpose which has been in existence for at least 2 years, or political committee or political party which has been in existence for at least 2 years, or any person who in any manner employs a charitable appeal as the basis of any solicitation or an appeal that suggests that there is a charitable purpose to any solicitation. "Charitable organization" is not limited to those organizations to which contributions are tax deductible under section 170 of the Internal Revenue Code.

- c. "50/50 raffle" means a raffle conducted by a charitable organization whereby moneys collected by sale of raffle tickets are split evenly between the prize winner or winners and the charitable organization after the raffle drawing.

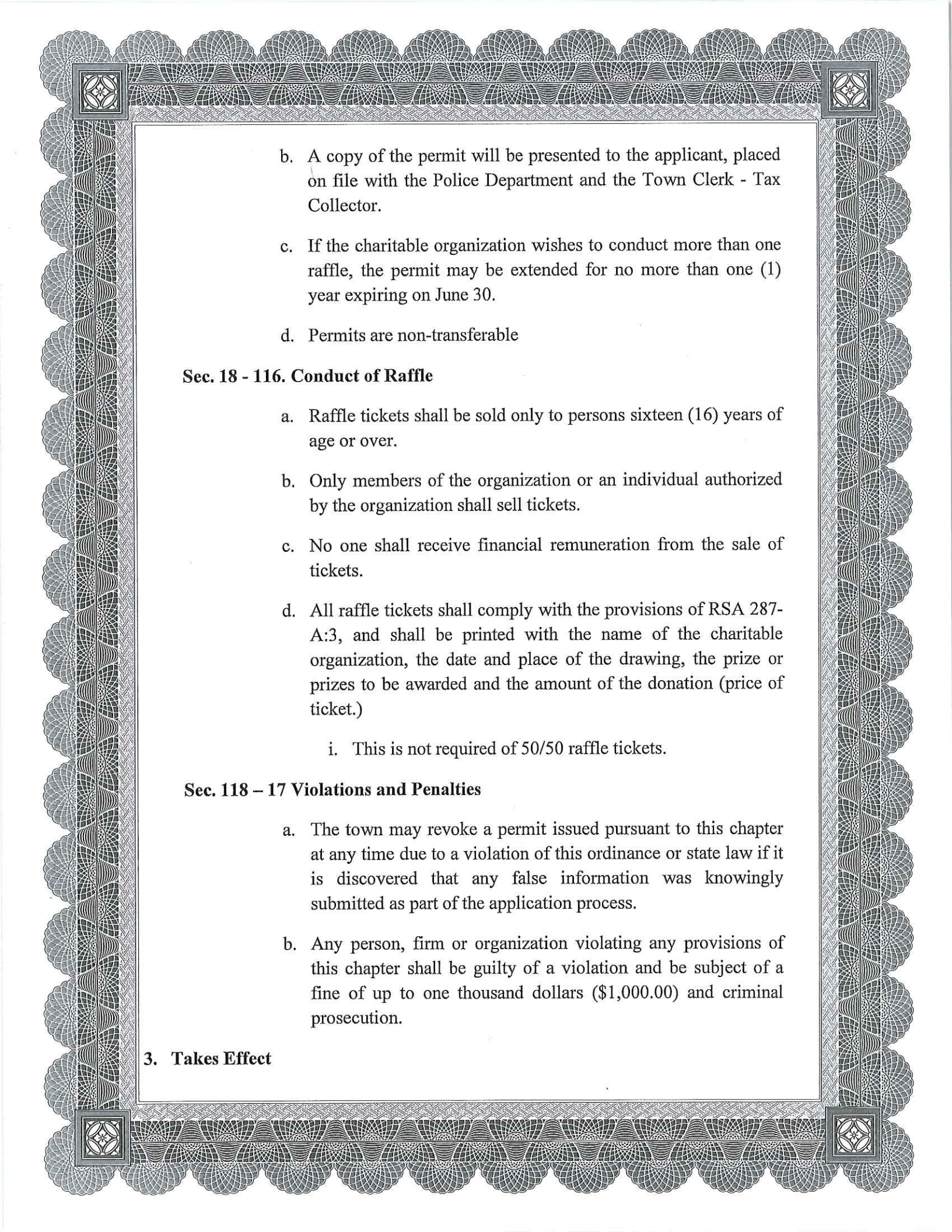
#### **Sec. 18 - 114. Application**

The application for a Raffle permit shall include the following information:

- a. The name of the organization and contact information of a representative of the organization applying for the permit including name, daytime telephone, address, and electronic mail address.
- b. The beginning and end date(s) of the sale of tickets.
- c. The date(s) and place of the drawing.
- d. The prize(s) to be awarded.
- e. Cost of ticket.
- f. Other information deemed necessary by either the Town Administrator or Chief of Police.

#### **Sec. 18 - 115. Approval of Permit**

- a. The Town Administrator (or their designee) and the Chief of Police (or their designee) must approve any permit prior to the sale of tickets.

- 
- b. A copy of the permit will be presented to the applicant, placed on file with the Police Department and the Town Clerk - Tax Collector.
  - c. If the charitable organization wishes to conduct more than one raffle, the permit may be extended for no more than one (1) year expiring on June 30.
  - d. Permits are non-transferable

### **Sec. 18 - 116. Conduct of Raffle**

- a. Raffle tickets shall be sold only to persons sixteen (16) years of age or over.
- b. Only members of the organization or an individual authorized by the organization shall sell tickets.
- c. No one shall receive financial remuneration from the sale of tickets.
- d. All raffle tickets shall comply with the provisions of RSA 287-A:3, and shall be printed with the name of the charitable organization, the date and place of the drawing, the prize or prizes to be awarded and the amount of the donation (price of ticket.)
  - i. This is not required of 50/50 raffle tickets.

### **Sec. 118 – 17 Violations and Penalties**

- a. The town may revoke a permit issued pursuant to this chapter at any time due to a violation of this ordinance or state law if it is discovered that any false information was knowingly submitted as part of the application process.
- b. Any person, firm or organization violating any provisions of this chapter shall be guilty of a violation and be subject of a fine of up to one thousand dollars (\$1,000.00) and criminal prosecution.

### **3. Takes Effect**

This ordinance shall take effect upon passage and publication of notice as required by  
RSA 47:18.

First Reading:	April 15, 2015
Second Reading:	May 6, 2015
Public Hearing:	May 6, 2015
Fourth Reading:	May 20, 2015
Council Approval:	May 20, 2015

Approved: \_\_\_\_\_  
Philip Nazzaro, Chairman Newmarket Town Council

A True Copy Attest: \_\_\_\_\_  
Terri Littlefield, Newmarket Town Clerk

# TITLE XXIV GAMES, AMUSEMENTS, AND ATHLETIC EXHIBITIONS

## CHAPTER 287-A RAFFLES

### General Provisions

#### Section 287-A:1

**287-A:1 Definitions.** – As used in this chapter:

I. "Raffle" means a lottery in which each participant buys a ticket for an article or articles put up as a prize with the winner being determined by a random drawing.

II. "Charitable organization" means the following:

(a) Any person or entity that is determined by the Internal Revenue Service to be a tax exempt organization pursuant to section 501(c)(3) of the Internal Revenue Code, as that section now exists or may hereafter be amended; or

(b) Any other person or entity that is or holds itself out to be established, in whole or in part, for any benevolent, philanthropic, patriotic, educational, humane, scientific, public health, environmental conservation, civic, social, sporting, recreational, or other charitable purpose which has been in existence for at least 2 years, or political committee or political party which has been in existence for at least 2 years, or any person who in any manner employs a charitable appeal as the basis of any solicitation or an appeal that suggests that there is a charitable purpose to any solicitation. "Charitable organization" is not limited to those organizations to which contributions are tax deductible under section 170 of the Internal Revenue Code.

III. "50/50 raffle" means a raffle conducted by a charitable organization whereby moneys collected by sale of raffle tickets are split evenly between the prize winner or winners and the charitable organization after the raffle drawing.

**Source.** 1971, 43:1. 1973, 270:1. 1999, 306:1. 2000, 115:1, eff. July 7, 2000.

#### Section 287-A:2

**287-A:2 Raffle Authorized.** – A charitable organization may conduct a raffle to promote the purpose for which it was organized, in the manner hereinafter provided, and not otherwise.

**Source.** 1971, 43:1, eff. April 5, 1971.

#### Section 287-A:3

**287-A:3 Printed Tickets.** – All raffle tickets shall be printed with the name of the charitable organization thereon, the date and place of the drawing, and the prize or prizes to be awarded and the amount of the donation.

**Source.** 1971, 43:1, eff. April 5, 1971.

#### **Section 287-A:4**

**287-A:4 Distribution of Tickets.** – Raffle tickets shall be sold only to persons 16 years of age or over and no raffle tickets shall be sold by persons other than the members of the charitable organization or such person or persons, as may be designated by the organization, and who shall receive no financial remuneration.

**Source.** 1971, 43:1, eff. April 5, 1971.

#### **Section 287-A:5**

**287-A:5 Agency Not Permitted.** – No charitable organization shall act as an agent for conducting a raffle, where it is unlawful for the charitable organization's principal to conduct such a raffle.

**Source.** 1971, 43:1, eff. April 5, 1971.

#### **Section 287-A:6**

**287-A:6 Effect on Other Laws.** – RSA 647 shall not apply to the sale of raffle tickets in the manner provided for in this chapter.

**Source.** 1971, 43:1. 1973, 40:4, eff. Nov. 1, 1973.

#### **Section 287-A:7**

**287-A:7 Permit Required.** – Any charitable organization desiring to conduct a raffle under the provisions of this chapter shall first obtain a permit therefor from the selectmen or designee of the town, or the mayor and aldermen or designee of the city where the drawing for prizes is to be held. Except as otherwise provided in this section, the permit shall expire at the time of the drawing and shall not be transferable. At the request of the charitable organization to conduct more than one raffle, the governing body may extend the permit to one year from the date of issuance.

**Source.** 1971, 43:1, eff. April 5, 1971. 2011, 94:1, eff. July 1, 2011.

## **Raffles Held in Conjunction With Bingo Games**

#### **Section 287-A:8**

**287-A:8 Tickets; Distribution. –**

I. All raffle tickets sold in conjunction with bingo games shall be numbered sequentially.

II. No ticket or multiple tickets shall be sold for more than \$1.

III. Notwithstanding RSA 287-A:4, raffle tickets sold in conjunction with bingo games shall be sold only by members of a charitable organization licensed by the racing and charitable gaming commission to conduct bingo and only at bingo games being operated by the charitable organization.

**Source.** 1985, 374:1. 2004, 97:8; 257:9. 2008, 25:1, eff. July 11, 2008.

**Section 287-A:9**

**287-A:9 Players. –** [Repealed 2009, 228:3, III, eff. July 16, 2009.]

**Section 287-A:10**

**287-A:10 Prizes. –** Prizes awarded at any raffle held in conjunction with a bingo game shall not exceed \$500 wholesale cost.

**Source.** 1985, 374:1. 1991, 276:3, eff. June 10, 1991.

**Section 287-A:11**

**287-A:11 Permit Not Required. –** The provisions of RSA 287-A:7 shall not apply to raffles held in conjunction with bingo games.

**Source.** 1985, 374:1, eff. June 18, 1985.



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


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INTEROFFICE MEMORANDUM

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**TO:** TOWN COUNCIL  
**FROM:** STEVE FOURNIER, TOWN ADMINISTRATOR   
**SUBJECT:** ORDINANCE 04-2014/2015 REGULATING RAFFLES  
**DATE:** 4/28/2015  
**CC:**

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On the agenda this evening for the Council's action is Ordinance 04-2014/2015. The intent of this ordinance is to adopt procedures to regulate raffles in Town.

A few months ago, an organization approached my office seeking a permit to hold a raffle. Not having information on this procedure, I contacted the police department. They indicated that they do not have a procedure either. After reviewing State Law RSA 287-A:7 states the following:

**287-A:7 Permit Required.** - Any charitable organization desiring to conduct a raffle under the provisions of this chapter shall first obtain a permit therefor from the selectmen or designee of the town, or the mayor and aldermen or designee of the city where the drawing for prizes is to be held. Except as otherwise provided in this section, the permit shall expire at the time of the drawing and shall not be transferable. At the request of the charitable organization to conduct more than one raffle, the governing body may extend the permit to one year from the date of issuance.

Source. 1971, 43:1, eff. April 5, 1971. 2011, 94:1, eff. July 1, 2011.

RSA 287-A:7 requires the Town to issue permits for raffles in Town. With that information, the Chief of Police and I worked with the Town Attorney to introduce an ordinance regulating raffles to the Town Council.

This is not intended to be another bureaucratic process that people have to go through. There is not charge for the permit. On the contrary, one of the intended outcomes of the regulation is to

ensure that raffles that are being conducted in town are legitimate. Too often, we hear of groups or people attempting to raise charitable funds from residents and they are less than truthful for where their funds are going. This way, if people wither call the Police Department or Town Hall, we can ensure them that we have information on file for where the money is going to and contact information for the organizer if there are any questions.

I am recommending its passage and have included the entire chapter of the State RSA for your review.

**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:      May 20, 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 2<sup>nd</sup> Reading
  - b. Ordinances and Resolutions in the 3<sup>rd</sup> 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 1<sup>st</sup> 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, then 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 name 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 5 2015

TOWN OF NEWMARKET  
ADMINISTRATOR'S OFFICE



APPLICATION FOR APPOINTMENT TO A BOARD,  
COMMISSION, OR COMMITTEE POSITION WITHIN THE  
TOWN OF NEWMARKET

Applicant's Name: William Barr

Address: 27 Cedar St Phone/Cell 531-3617

RSA 669:19 Newmarket Registered Voter:  Yes No # of Years as Resident: N/A  
RSA 91:2 Are you an American Citizen?  Yes No

Email address: billbarr1bd@gmail.com

Full membership (3 year term) position applying for N/A

State what the new term expiration date is: N/A

Alternate position (3 year term) position applying for ZBA

State what the new term expiration date is: 2018

I feel the following experience and background qualifies me for this position:

Previous ZBA Member.

(need more room, please use the back)

Signature [Handwritten Signature]

Date 5/5/15

*You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.*

RECEIVED

MAY 8 2015

TOWN OF NEW MARKET  
ADMINISTRATOR'S OFFICE



APPLICATION FOR APPOINTMENT TO A BOARD,  
COMMISSION, OR COMMITTEE POSITION WITHIN THE  
TOWN OF NEW MARKET

Applicant's Name: Kasey A. (Gibson) Eaton  
Address: 2F Bass St, Newmarket Phone/Cell #-092-6334 (unlisted)  
2-953-4023

RSA 669:19 Newmarket Registered Voter:  Yes No # of Years as Resident: 22 yrs.  
RSA 91:2 Are you an American Citizen?  Yes No

Email address: eatonk@comcast.net

Full membership (3 year term) position applying for Veterans Committee

State what the new term expiration date is: 2018

Alternate position (3 year term) position applying for n/a

State what the new term expiration date is: n/a

I feel the following experience and background qualifies me for this position: \_\_\_\_\_

See attached;  
\_\_\_\_\_  
\_\_\_\_\_

(need more room, please use the back)  
Signature Kasey A. Eaton Date 5/2/15

*You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.*

5/5/15

Dear Veteran's Committee,

I am a recent widow of CMS David L. Eaton(RET)WCC-NHANG, a veteran of Vietnam, Persian Gulf & Iraqi Freedom. My husband served the USAF for 40.5yrs. with a varied expertise in Aircraft Techology, Quality Assurance & finished his career as Wing Command Chief of NHANG. David served as liasion between Enlisted personnel & Officers.

We lived a military life, as a family & it was a wonderful career. We have two adult children, a daughter, Brittany, who is an Instructor @ a post-secondary school in Portsmouth & a son, Nate, who is a local LEO. I have worked for ORSD for 17.5 yrs. & just gave my notice of retirement as of today's date. Prior, I was self-employed for 9yrs. & prior to that, worked in the medical field for over 14yrs.

My family has a rich history in Newmarket. My mothers' family (Gillis) took up residence in Newmarket in 1936. My grandfather, Walter A. Gillis, was a Newmarket Selectman during WWII & totally disabled from WWI. He was a patent atty. on Tremont St., Boston & took early retirement & became a chicken farmer on the corner of Grant Rd. (then Epping Rd.) & Ash Swamp (old schoolhouse). My parents bought the farm when I was 2 in 1953. We lived there until 1960 when my father accepted a transfer from Schiller Station (Ports.) to Merrimack Station, Bow, NH for PSNH.

My fathers' family has lived in town since 1919 & my grandparents owned a home on Elder St. (John & Mary Gielar) for over 50yrs. Every male in my family was in the military; those being Walter A. Gillis, Francis E. Gillis-NHST, my grandfather & uncle. John, Louie & Fred Gielar, those being my grandfather, uncle & my father. My godfather, Neljo Jakubowski, also served in the military. All these men were long-term town residents for many yrs.

Though I moved away with my family when I was 9, I returned as an adult & lived here between 1977-87. My husband & I built a home @ 23 Smith Garrison Rd., Newmarket & our kids were born here. We move to Madbury in 1987 as we wanted our kids to attend ORSD.

We always had a desire to return to Newmarket @ some point. My husband & I planned to build another home after David retired in June, 2009. I planned to retire June, 2014 but that did not happen due to my husbands' untimely passing from cancer in October, 2012. Within 7 wks. of his passing, I c/o our home of 27yrs. in Madbury & bought a condo here in Newmarket in Nov., 2012. Our house sold in July, 2013.

Having lived a structured military life for over 40yrs., I feel as though I could benefit the Veteran's Committee in Newmarket. Looking forward to my retirement, it was my desire to become slowly involved in a committee such as this. I also plan to take a RE course this fall & hope to work perhaps 2/3days per wk. eventually. I also look forward to a quieter, less busy

retired life & hope to live out my years here in Newmarket.

Sincerely,

Nancy A. Eaton

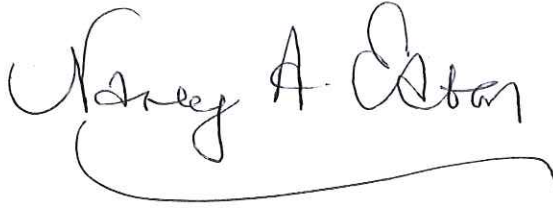
2F-Bass St., River Ridge

Newmarket, NH 03857-1151

Home # 292-6331 (unlisted!)

Cell # 953-4823 (only on when I am not home)

Email; [eatond@comcast.net](mailto:eatond@comcast.net)

A handwritten signature in cursive script that reads "Nancy A. Eaton". The signature is written in black ink and includes a long, sweeping horizontal flourish at the bottom.

RECEIVED

MAR 23 2015

TOWN OF NEW MARKET  
ADMINISTRATOR'S OFFICE



**APPLICATION FOR APPOINTMENT TO A BOARD,  
COMMISSION, OR COMMITTEE POSITION WITHIN THE  
TOWN OF NEWMARKET**

Applicant's Name: RUSSELL R. SIMON

Address: 510 CUSHING ROAD Phone/Cell 603-292-5232

RSA 669:19 Newmarket Registered Voter:  Yes  No # of Years as Resident: 11  
RSA 91:2 Are you an American Citizen?  Yes  No

Email address: R.SIMON48@COMCAST.NET

Full membership (3 year term) position applying for CIP - Member At Large

State what the new term expiration date is: ? March 2017

Alternate position (3 year term) position applying for \_\_\_\_\_

State what the new term expiration date is: \_\_\_\_\_

I feel the following experience and background qualifies me for this position: \_\_\_\_\_

3 YEARS ON TOWN BUDGET COMM.  
1 YEAR AS BUD. COMM REPRESENTATIVE TO CIP  
BUSINESS DEGREE, 33 YEARS WORKING IN  
A GLOBAL FINANCIAL INSTITUTION.

(need more room, please use the back)  
Russell R. Simon 3/19/15  
Signature Date

*You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.*



**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:  
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 -55**

**Purchase of an Air Conditioning Unit to Replace a Similar Unit in the Police Dispatch Center**

**WHEREAS**, the Police Department Dispatch Center seeks to replace an air conditioning unit that is nearly fifteen years old and has failed and repairs will cost in excess of \$3,222.00; and

**WHEREAS**, the air conditioning system is critical to the ability of the dispatch center to function during the summer months since the electronic equipment is sensitive to excessive heat; and

**WHEREAS**, the cost of replacing the air conditioning unit is no more than \$ 6,000.00; and

**WHEREAS**, the Building Improvements Capital Reserve Fund currently has a balance of \$300,123.00.

**NOW, THEREFORE BE RESOLVED** that the Newmarket Town Council does hereby approve the purchase of a new air conditioning unit at a price of no more than \$5,610., and further approves the withdrawal of said costs from the Building Improvements Capital Reserve Fund and to authorize the Town Administrator to execute any associated agreements.

First Reading: May 20, 2015  
Second Reading: May 20, 2015  
Approval: May 20, 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 #2014/2015-56**

**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:  
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 #2014/2015-57**

**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:

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 -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:

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 #2014/2015-59**

**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:

Council Approval:

Approved: \_\_\_\_\_  
Philip Nazzaro, Town Council Chairman

A True Copy Attest: \_\_\_\_\_  
Terri Littlefield, Town Clerk

**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:

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 #2014/2015-61**

**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:

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 #2014/2015-62**

**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:

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 #2014/2015-63**  
**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:

Approval:

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			-