



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

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**WEDNESDAY, April 6, 2016 – 7PM  
NEWMARKET TOWN HALL COUNCIL CHAMBERS**

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- 1. Pledge of Allegiance**
- 2. Election of Officers and Adoption of Town Council Rules**
  - a. Chair*
  - b. Vice Chair*
  - c. Adoption of Town Council Rules for 2016-2017*
  - d. Town Council Committee Assignments*
- 3. Public Forum** *(Public Forum is an opportunity for the public to address the Town Council. All comments should be addressed to the Chair of the Council. No person will be allowed to speak longer than five (5) minutes.)*
  - i. Anthony and Andrea Sellers – discussion on a proposed promotional event at 90 Main Street
- 4. Public Hearing – None**
- 5. Town Council to Consider Acceptance of Minutes**
  - a. March 16, 2016 Regular Meeting Minutes
  - b. March 16, 2016 Non-Public Minutes
- 6. Report of the Town Administrator**
- 7. Committee Reports**

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**8. Old Business**

**a. Resolutions/Ordinances in the 2<sup>nd</sup> Reading**

- b. Resolution #2015/2016-36 – Resolution Relating to the Purchase of a 2016 Ford F-550 1-Ton Dump**
- c. Resolution #2015/2016-37 - Resolution Relating to the Purchase of a 2016 Ford F-550 4x4 Type 1 Ambulance**
- d. Resolution #2015/2016 – 38 - Resolution Relating to the Lease Purchase of 24 Scott Air-Paks**

**e. Resolutions/Ordinances in the 3<sup>rd</sup> Reading – None**

**f. \* Items Laid on the Table – None**

**9. New Business/Correspondence**

**a. Town Council to Consider Nominations, Appointments and Elections**

- i. Veterans Memorial Trust - Rochelle M. Sharples – 3 year term to expire March 2019**

**b. Resolutions/Ordinances in the 1<sup>st</sup> Reading**

- i. Resolution #2015/2016-39 – Authorize the Town Administrator to purchase of a new Ford Police Cruiser with associated costs not to exceed \$45,880.00**
- ii. Resolution #2015/2016-40 – Resolution relating to Town Hall first floor bathroom renovations.**

**c. Correspondence to the Town Council - None**

**d. Closing Comments by Town Councilors**

**e. Next Council Meeting – Wednesday, April 20, 2016**

**10. Adjournment**

March 24, 2016

Newmarket Police Dept., Town Council and Newmarket Business Association,

Goodfellow Tattoo Club LLC., 90 Main St. is requesting permission to occupy two(2) parking spaces in front of 90 Main St. for the purpose of food sales via a food truck run by Boogalow BBQ, Kensington, NH. Boogalow BBQ requests one (1) parking space for their truck and another space at the rear of the truck to facilitate cooking on a charcoal grill to be set on the sidewalk. A permit for licensure of a sidewalk stand has also been applied for with code enforcement. Including set up and break down the sidewalk space and parking spots will be occupied from 9AM to 9PM on May 13<sup>th</sup> 2016. This is a promotional event in celebration of Friday the 13<sup>th</sup> involving multiple Newmarket businesses including Goodfellow Tattoo Club, Deciduous Brewing Company, The Stone Church and Lamprey River Screen Print Inc.

Please allow this letter to serve as notice to all those addressed and request that Goodfellow Tattoo Club and Boogalow BBQ be placed on the agenda of the April 6<sup>th</sup>, 2016 town council meeting.

Thank you for you cooperation,

Anthony Sellers  
Owner- Goodfellow Tattoo Club

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

**March 16, 2016 7:00 PM**

PRESENT: Council Chairman Phil Nazzaro, Council Vice Chairman Gary Levy, Councilor Dale Pike, Councilor Amy Thompson, Councilor Toni Weinstein, Councilor Amy Burns

EXCUSED: Councilor Kyle Bowden

ALSO PRESENT: Town Administrator Steve Fournier, Interim Finance Director Matt Angell, Town Planner Diane Hardy, Engineer Phil MacDonald of Underwood

**AGENDA**

Chairman Phil Nazzaro welcomed everyone to the March 16, 2016 Newmarket Town Council Meeting and called the meeting to order at 7:11 pm, followed by the Pledge of Allegiance.

Vice Chair Levy made a motion to seal the minutes of the Non-Public Session, which was seconded by Councilor Burns.

Town Administrator Fournier polled the Council and the motion passed 6-0.

**ELECTION OF OFFICERS AND ADOPTION OF TOWN COUNCIL RULES**

Chairman Nazzaro announced a change to the agenda as a full Council was not seated at this time, and said the election of officers and adoption of Town Council rules would be moved to the next meeting. Town Administrator Fournier also asked that Council members send him a list of preferred committee assignments to be voted on at the next meeting. Chairman Nazzaro reminded the Council to read the Council rules and come prepared with any edits.

**DEDICATION OF THE TOWN REPORT**

Chairman Nazzaro announced the dedication of the 2015 Town Report to Madeleine St. Hilaire in recognition of her many years of service and devotion to the Town of Newmarket. He said that Madeleine

had been a resident of Newmarket most of her life and worked in the Town office as accounts payable and payroll clerk from 1979 to 1985, and as the Deputy Town Clerk Tax Collector from 1986 until her retirement in 2001. She returned to the Town offices on a part-time basis to cover various department offices from 2003-2015. He said that she was admired by others as a people person, with a friendly, upbeat, and respectful manner. We extend our sincere appreciation to Madeleine St. Hilaire for her services to Newmarket and wish her years of good health and happiness.

## **PUBLIC FORUM**

Chairman Nazzaro opened the Public Forum at 7:17 pm.

As no one from the public came forward, Chairman Nazzaro closed the Public Forum at 7:17 pm.

## **PUBLIC HEARING – None**

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

### **Acceptance of the Minutes of the Regular Meeting of March 2, 2016**

Vice Chair Levy made a motion to accept the minutes of the Regular Meeting of March 2, 2016, which was seconded by Councilor Weinstein.

As there were no changes or corrections Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of March 2, 2016 were approved by a vote of 5-0, with 1 abstention.

## **REPORT OF THE TOWN ADMINSTRATOR**

Town Administrator Steve Fournier presented the **2016-17 Town Council Schedule**. He said that last year only one meeting had been cancelled in July and August to allow for vacation, and suggested the tentative dates of Wednesday, July 6, 2016 and Wednesday, August 3, 2016. He said he also tentatively scheduled the Budget Workshop for Saturday, October 22, 2016. He stated that the **Spring Clean-Up** for this year would be held April 2<sup>nd</sup>, 6<sup>th</sup>, and 9<sup>th</sup> and said residents could bring their items to the Transfer Station. He said they would be limited to one (1) pickup load of bulky waste, with additional loads requiring a purchased coupon. The only residents eligible for curbside pickup are those who are handicapped or senior citizens of at least 62 years old.

Town Administrator Fournier said he had reviewed the **FY16 Operating Budget** which was currently under-expended with 66% of the year complete, and added that revenues were right on target. He stated that he had asked the Finance Director to provide him with a report on estimated year-end figures and they estimated expenses would be tight. He said he asked Departments to monitor their expenses and try to limit unbudgeted projects. Town Administrator Fournier next provided an update on the **Eagles vs Town**, stating that the judge had allowed the Eagles 30 days to provide proof that something was done procedurally wrong in the process. He said they also lifted the ban on serving alcohol and required the Eagles to put the Town on their insurance.

### **South Route 108 Bike Path**

Town Administrator Fournier next addressed the **South Route 108 Bike Path** project. He stated that Town Planner Diane Hardy and Engineer Phil MacDonald were present to answer any questions. He said they had received a cost estimate for the project of \$1.2 million to go from Irving Gas to the Golf Course, and were 100% approved up to \$809,000. He said the first option was to support the project up to the amount of the NHDOT and the FHWA which would take the Bike Path 4,000 feet from Irving Gas to Hersey Lane. A second option was whether the Council would support the whole project to the Golf Course estimated at \$1.2 million, with the Town providing a match of 20% above the \$809,000. The difference would total \$391,000, with a State share of \$312,800 and a Town share of \$78,200. He said they did not have the money in the operating budget, but could take the money from the Municipal Transportation Fund or the Roadway Improvement Fund. He said there would not be a full vote, but needed a consensus of whether the Council would be willing to provide these funds.

Discussion: Councilor Weinstein asked about the funds, and Town Administrator Fournier said the money in the Municipal Transportation Fund was used for improving roads (paving) or other transportation projects, and the Roadway Improvement Fund was set up last year for the roads. Councilor Pike asked what the distance would be if the additional funds were spent, and Mr. MacDonald said it would be approximately 6,850 feet vs the 4,000 feet already approved. Vice Chair Levy asked if there was any way to get to the Town line with the \$809,000 by changing any part of the Bike Path. Mr. MacDonald said they had already chosen the more cost-effective of the two Bike Path options. Councilor Burns asked what taking the \$78,000 from either of the funds would mean for the roads, and Town Administrator Fournier said there would be less paving. Councilor Thompson said she could not support any spending of the Town above the \$809,000 and could not support taking money out of roads. Councilor Weinstein agreed that she could not support taking 1/3 of the Town's road money, and Chairman Nazzaro agreed as well. Councilor Burns added that they had worked hard to get the money into the Road Improvement Fund.

Questions on TA Report: Councilor Pike asked about the NHDES concerns with regard to water coming from the MacIntosh Well and why the high level of testing was required. Town Administrator Fournier said it was partly due to more scrutiny now since the Flint, MI case. He said there were also some private connections to the Town system that were lead, and that these would need to be looked at and replaced over time. Councilor Pike asked if the Total Nitrogen Discharge of 36.0mg/L listed (page 42) was the same number that needed to be reduced to 8 and then 5, and Town Administrator Fournier said it was.

Vice Chair Levy asked if there was a way for the work on the MS-RS paving plan to include less overtime, and Town Administrator Fournier said UNH was working on the schedule. Vice Chair Levy also asked about a timeline for the Planning Board in setting up a sub-committee to go over EDC recommendations. Town Planner Diane Hardy said there had not been any discussion on the recommendations of the EDC or John Connery. She said that the Planning Board was working on updating the Future Land Use Chapter of the Master Plan and they would then move forward with drafting the zoning ordinance. She said she hoped to have a presentation to the Town Council by June.

### **COMMITTEE REPORTS**

Councilor Pike stated that the *Planning Board* had met last night and the Future Land Use Chapter had already been mentioned. He said there was some discussion around the Grape Street project and said they were seeking a waiver to have one large water discharge area rather than individual areas. He said the Planning Board was also trying to see if they had any ability to influence the design standards for the buildings. He said there had been discussion about possibly expanding the building for the industrial project on Forbes Road, but they were now looking at subdividing the lot and adding two (2) additional buildings. He stated that the subdivision on Grant Road had been approved.

Councilor Burns reported on the *Conservation Commission* meeting and said they were moving forward with the repairs to the damaged kiosks. She said a representative of the Lamprey River Advisory Committee had been present with regard to footpath connector trails for canoe portage. Town Planner Diane Hardy said the Lamprey River Advisory Committee was interested in seeing some kind of pedestrian connector and some kind of public access linkage so people were aware of the conservation area across the river. She said they were also reviewing a property adjacent to the Lamprey River on the other side of Route 108 and had been able to secure a public portage easement. She said the advisory committee was interested in continuing to work with the Town as they had access to funds from the Wild and Scenic Rivers Program.

## **OLD BUSINESS**

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

#### **Resolution #2015/2016-35 Amend the Town Personnel Plan to Include Salary Schedule**

Councilor Thompson made a motion to approve *Resolution #2015/2016-35 Amend the Town Personnel Plan to Include Salary Schedule* which was seconded by Councilor Weinstein.

Town Administrator Fournier stated that pursuant to the Town Charter he was required to provide an update to the Council of the pay and compensation schedule for every Town employee. He said they had done a survey looking at communities of similar size, population, assessed value, and markets. He stated that they were recommending a maximum and a minimum for every position, and stressed that this would not change any salaries but was simply setting a schedule.

Discussion: Vice Chair Levy asked what would happen if Newmarket had different requirements for a position. Town Administrator Fournier said if the requirements were not met they would start at the bottom, and said these were not absolutes but just suggested ranges. Chairman Nazzaro asked if only the 6 positions that were below the minimum had been adjusted and Town Administrator Fournier said no salaries had been adjusted. He explained that for those below the minimum, the ranges were starting above where they were, and said they were changing the scale range for those 6 positions and setting the range for all the others. Vice Chair Levy asked if there was a plan in the future to change those 6 salaries, and Town Administrator Fournier said that would be the ultimate goal but that they had not budgeted for those changes.

Town Administrator Fournier polled the Council and *Resolution #2015/2016-35 Amend the Town Personnel Plan to Include Salary Schedule* was approved by a vote of 6-0.

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

#### **Resolution #2015/2016-34 Authorize the Town Administrator to Enter into a General Services Agreement with Underwood Engineers for General Engineering Services**

Councilor Burns made a motion to approve *Resolution #2015/2016-34 Authorize the Town Administrator to Enter into a General Services Agreement with Underwood Engineers for General Engineering Services*, which was seconded by Councilor Weinstein.

Town Administrator Fournier gave a quick review of the process, explaining that they had solicited proposals from engineering firms and received 7 responses. He said that of those responses, 2 met the qualifications and standards needed by the Town and both were interviewed. He said the benefits of each firm had been discussed and that the Town was now recommending they enter into a contract with Underwood Engineers for a period of one (1) year to act as Town Engineer. He said the relationship would be similar to that with the Town Attorney, and that they would have an engineer of record to review projects and contractor proposals.

Discussion: Vice Chair Levy said his understanding as to why Underwood Engineers was chosen over Tighe & Bond was basically because of the Town history with Underwood and that Tighe & Bond had only 1 municipal engineer. He said he was concerned because Underwood had worked for with the Town for a long time. Interim Finance Director Matt Angell stated they had only had individual contracts with engineers for special projects and not one firm. He explained that Tighe & Bond only had 1 person who just did work for municipalities, and he stressed that both firms were qualified but that they were looking to draw in some expertise in the area of municipal engineering. Vice Chair Levy said that Tighe & Bond had 14 fulltime licensed professionals, and said he did not agree. Town Administrator Fournier explained that it was the same with the Town Attorney and that he had expertise in municipal law. He said Underwood had also stopped underwriting private entities due to concerns about conflicts between the Town and the developer.

Councilor Pike asked if having an engineer of record would give them better information and engineering services, or whether they also felt this would save the Town money. Town Administrator Fournier said they did not know yet if they would save money but that they knew it would be more efficient. Interim Finance Director Angell stated that the core rates were identical between both firms, and that it would save money by reviewing contractor's proposals. Chairman Nazzaro said he was still not convinced that this was necessary and he asked for a listing of current Underwood charges versus the rates being proposed here. He said he also had a problem with the process and felt both firms should have been evaluated based on the same questions and judged against a set criteria. Town Administrator Fournier said that was essentially in the RFP which was sent out. Chairman Nazzaro said he felt another process issue was that some people were not part of the interview of both firms.



Councilor Thompson asked if the Town Engineer would be hired on a retainer like the Town Attorney, and said she felt she would be more comfortable with a yearly amount. Town Administrator Fournier said if they were continuing to use the engineer he would recommend hiring on a retainer basis for the following year. Councilor Weinstein asked about the engineering money in the different budgets, and said they would not overspend those line items and would therefore be constrained to the current budget. Town Administrator Fournier said that the policy was that they would go through him for approval. He said he needed to know more about what they were actually using for engineering services and needed some history for a comparison. Vice Chair Levy said he wanted to be clear that he did not have an issue with having a firm under contract, but rather had an issue with the process. Councilor Pike felt a year of analysis first would be good and they could then ask both firms for a proposal for a 1-year retainer. Town Administrator Fournier said if they found it was working they would reissue an RFP at the end of the year and that both firms understood that. Chairman Nazzaro felt he did not see the data right now and found it difficult to support without it. He mentioned that the role of the Council would be diminished, and Town Administrator Fournier said they would still come before the Council but that the engineering work would already be done and the Council would have the right information available to make a decision.

Town Administrator Fournier polled the Council and *Resolution #2015/2016-34 Authorize the Town Administrator to Enter into a General Services Agreement with Underwood Engineers for General Engineering Services* passed by a vote of 4-2.

**ITEMS LAID ON THE TABLE – None**

**NEW BUSINESS/CORRESPONDENCE**

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

**Zoning Board of Adjustment**

**Candidate:** *Wayne Rosa - Term Expires March 2019*

Councilor Weinstein made a motion to approve the nomination of *Wayne Rosa - Term Expires March 2019* as a member of the *Zoning Board of Adjustment*, which was seconded by Councilor Burns.

Town Administrator Fournier polled the council and the nomination of *Wayne Rosa* to the *Zoning Board of Adjustment* was approved by a vote of 6-0.

**Cemetery Trustee**

**Candidate:** *Michael A. Provost – Term Expires March 2019*

Councilor Burns made a motion to approve the nomination of *Michael A. Provost – Term Expires March 2019* as a *Cemetery Trustee*, which was seconded by Councilor Pike.

Town Administrator Fournier polled the council and the nomination of *John Deziel* to the *Macallen Dam Study Committee* was approved by a vote of 6-0.

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

### **Resolution #2015/2016-36 Resolution Relating to the Purchase of a 2016 Ford F-350 1-Ton Dump Truck**

Chairman Nazzaro read *Resolution #2015/2016-36 Resolution Relating to the Purchase of a 2016 Ford F-350 1-Ton Dump Truck* in full.

### **Resolution #2015-2016-37 Resolution Relating to the Purchase of a 2016 Ford F-550 4x4 Type 1 Ambulance**

Chairman Nazzaro read *Resolution #2015-2016-37 Resolution Relating to the Purchase of a 2016 Ford F-550 4x4 Type 1 Ambulance* in full.

### **Resolution #2015-2016-38 Resolution Relating to the Lease Purchase of 24 Scott Air-Paks**

Chairman Nazzaro read *Resolution #2015-2016-38 Resolution Relating to the Lease Purchase of 24 Scott Air-Paks* in full.

## **NEXT MEETING**

Chairman Nazzaro announced that the next Town Council meeting was scheduled for April 6, 2016.

## **CORRESPONDENCE/CLOSING COMMENTS**

Chairman Nazzaro stated that the Veterans Memorial Trust Committee would be holding their annual fund raiser Golf Tournament on May 14, 2016 at *THE ROCK*, 200 Exeter Road in Newmarket, with registration at 8:00 am and on the Town website. Anyone interested in playing golf, volunteering, or sponsoring a hole was welcome.

## **ADJOURNMENT**

Councilor Weinstein made a motion to adjourn the meeting, which was seconded by Councilor Thompson. The meeting was adjourned at 8:37 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary



TOWN OF NEWMARKET, NEW HAMPSHIRE  
OFFICE of the TOWN ADMINISTRATOR

**REPORT OF THE TOWN ADMINISTRATOR**

**April 6, 2016**

**Bathroom Renovations:** Earlier this year, we solicited proposals to do a complete overhaul and renovation of the two bathrooms in the lower level of this building. This would have included constructing a family/disabled bathroom and additional storage space. The proposals came in too high, with the lowest at \$191,000.

We needed to upgrade the facilities since some of the plumbing was not working, and the tiles were coming up off the floor. We determined at that point to replace sheet rock, upgrade some plumbing, replace the tile and hardware could be done mainly in house with minimal outside contractors. At that point, we estimated that it could be done under the spending limit that I have (\$10,000.)

When the sheet rock was removed, we found that it was in worse condition than we believed. Plumbing was leaking, electrical wires were out of date and not secured to anything, and the sheet rock was attached to the stone foundation with no insulation. It was determined that it was necessary to fix these issues while the walls were open, since it would be a matter of time before something failed and we had a larger issue on our hands. I approved the work, since time was of the essence.

On the agenda tonight is a resolution to authorize the withdrawal of up to \$33,000 from the building improvement capital reserve fund to cover these repairs.

**Health Insurance Rates:** We have received our actual rates for health insurance for FY17. When we prepare the budget, we use a Guaranteed Maximum Increase rate that our healthcare provider gives us. That rate was 6% this year.

The HealthTrust has since set the actual rates, and I am happy to say our rates are only increasing 0.4% over the previous year. This will result in a savings of \$30,212 from what was budgeted. Please be aware that this number is an estimate and employee changes can impact this figure.

We are reviewing our current plans and looking to offer additional plans to comply with the Affordable Care Act. We will have a proposal before the Town Council in the coming months, and will discuss the situation with our collective bargaining unit.

**Town Citizen Survey:** We are in the process of conducting our first citizen survey and all who live in

the town are invited to participate.

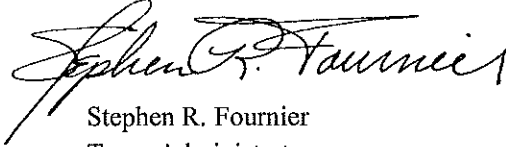
The electronic survey is available on the Town website at [www.newmarketnh.gov](http://www.newmarketnh.gov) April 1, 2016 through May 1, 2016. These results will be presented to the Town Council in late spring of 2016. Hard copies of the survey are also available at the Town Clerk - Tax Collector's Office or the Town Administrator's Office for those who would prefer to fill one out that way.

**Joint MPA Fellow:** Newmarket, along with the Towns of Durham, Exeter and Stratham have applied for a Masters Student Fellow through the Municipal Managers Association of New Hampshire. It is the intention of the four communities to use this student to study areas in which the four communities can or cannot share services, and how to implement them. This individual would work part-time for 5 months in our communities. Funding is 50/50 between the MMANH and the communities. If successful, it would be about \$500 for Newmarket. If the project goes pass the 5 months, we have to option of continuing but we will pay the individual.

I will keep the council posted on our efforts.

**Evelyn Labranche:** It is with sadness that I must announce the passing of Evelyn LaBranche, the recent recipient of the Newmarket Boston Post Cane. Mrs. LaBranche passed away March 5 at the age of 102. She was honored last June as the oldest resident in Newmarket.

Respectfully Submitted,

A handwritten signature in black ink, reading "Stephen R. Fournier". The signature is fluid and cursive, with the first name "Stephen" being the most prominent.

Stephen R. Fournier  
Town Administrator



March 30, 2016

RECEIVED

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

MAR 31 2016

TOWN OF NEW MARKET  
ADMINISTRATOR'S OFFICE

Dear Mr. Fournier:

Enclosed are the final rates for your Group's medical benefit renewal for the period July 1, 2016 through June 30, 2017. Also included, where applicable, are the renewal rates for dental, life, short- and long-term disability coverage, established last fall for the upcoming renewal period.

Medical Rates:

Each rating period, the HealthTrust Board reviews the rating methodology and approves rates based on input from HealthTrust's consulting actuaries, Members and staff. This rating process began last October, when the Guaranteed Maximum Rates (GMR) were established. The GMR provides you with rate projection information for budgeting purposes. In March, the Board sets the final "revisit" rates which use the most current claims and cost data available in order to provide you with the most competitive rates possible.

Last October, the overall GMR for the July Pool was an 8.65% increase over current rates. I am pleased to report that the final "revisit" rates adopted by the HealthTrust Board on March 24, 2016 result in an overall increase of just 4.9% over current rates. Your Group's specific rate change will vary from this overall figure, based in part on your Group's claims experience. If you are in the "50 and Under Pool" or part of a combined rating unit, your rates reflect the claims experience of all the Groups in that rating unit.

The overall revisit rate is less than the GMR for a number of reasons including: claims data and projected medical trend being more favorable than in the fall, better prescription drug pricing negotiated by HealthTrust and the SmartShopper program increasing the use of more cost effective providers.

Medical Plan Relativities:

HealthTrust works with its actuaries to determine the relative cost of the different plan types it offers. As in past renewals, the various plan types (for example, HMO plans as compared to BlueChoice plans) perform differently at the overall pool level. This is based, in part, on the different plan components and network access as well as the differing demographics of each plan type. Therefore, the attached rates have adjustments that vary among plan options. HealthTrust encourages you to review your current plan designs to determine if your current plan options are best meeting your needs.

Medical Rate Exhibit:

On the enclosed rate exhibit, we have included monthly rates for your medical and prescription plan options that will continue to be available. Any plans that will no longer be available to your Group after June 30, 2016 have been highlighted. We have also included some plan options that you may be interested in considering as replacements or alternatives. Your Benefits Advisor is available to review

these changes, to discuss options and to provide cost-sharing schedules for any alternative plans that you may be considering. Please know that your Benefits Advisor is always here to assist you in this process.

Network Enhancement for Matthew Thornton Blue HMO Coverages:

Effective July 1, 2016, HealthTrust's HMO plans will now have access to a New England-wide network which will provide greater value to our Members and their enrollees. With the Access Blue New England network, HMO enrollees can choose and use any Blue Cross and Blue Shield network doctor or hospital in Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island or Vermont. This will allow HMO enrollees access to in-network primary care, specialist care, and urgent care anywhere in New England without a referral. As a result, the Matthew Thornton Blue HMO (MTB) medical plan name will be changing to Access Blue New England HMO (AB). The AB plans are otherwise identical to the comparable MTB plans.

Dental Coverage:

For those Member Groups currently participating in HealthTrust's dental plan, there is no change in the dental rates for the period of July 1, 2016 through June 30, 2017. Additionally, your employees, retirees and covered dependents now have access to Northeast Delta Dental's innovative Health through Oral Wellness (HOW) program that works with your Group's existing dental benefits to help covered individuals achieve and maintain better oral wellness.

Flexible Spending Accounts (FSA):

HealthTrust is pleased to announce that it is reducing its FSA administrative fee to \$2.50 per employee per month, down from \$4.75. Additionally, there will no longer be an added fee for participating in the debit card option. Previously, that fee was \$1.50 per employee per month. However, HealthTrust's FSA administrative services will only be available to Member Groups who participate in HealthTrust's medical and/or dental coverages. These changes will take effect as of July 1, 2016 (for July FSA Plan Year groups) and January 1, 2017 (for January FSA Plan Year groups).

Capital Adequacy Reserve:

Annually the HealthTrust Board determines the amount needed for HealthTrust's capital adequacy reserve. The purpose of a capital adequacy reserve is to ensure that all future obligations for the payment of claims and expenses are fully paid even if HealthTrust's actual experience differs from the rating assumptions used to set the contribution rates.

HealthTrust locks-in the rates it charges for future coverage based on the actuaries' best information known at the time rates are set. However, actual future claims costs may be significantly higher than predicted for numerous reasons. The capital adequacy reserve exists to make sure HealthTrust can pay claims and expenses even if future performance differs from the projections used to set rates. This is different than the IBNR (incurred but not reported) reserves that cover claims that happened in the past, but have not yet been reported for payment.

The HealthTrust Board has a policy that it shall rely on the opinion of a qualified actuary using a sound actuarial methodology to determine the required capital adequacy reserve level for HealthTrust to meet its obligations to pay claims and expenses, even if the rating assumptions end up being too low. This policy is consistent with the NH Supreme Court's 2014 decision which addresses how reserves should be set.

HealthTrust retained the Milliman firm, one of the preeminent actuarial firms in the country, to determine, using an actuarially sound methodology, how much capital adequacy reserve HealthTrust needs as of the start of the current fiscal year. Milliman recommended that HealthTrust needs to have a capital adequacy reserve of between \$85 and \$130 million. The lower end of the range is appropriate if

HealthTrust has pricing flexibility in setting rates for future years, and the higher end is needed if HealthTrust does not have that flexibility. The actuary's recommendation provides HealthTrust with a 95% confidence level that it can meet all its obligations over a five-year period. Milliman recommends that HealthTrust use that confidence level as it provides only a 5% chance of insolvency over the next five years.

HealthTrust then hired a second qualified actuary to independently review the Milliman recommendation. The second actuary confirmed that Milliman's recommendation was both reasonable and based on a sound actuarial methodology and also recommended that a 95% confidence level over five years is most appropriate for an entity like HealthTrust.

Based on these two actuarial recommendations, the HealthTrust Board established a capital adequacy reserve target of \$85 million as of June 30, 2015, the lower end of the recommended range, due to anticipated pricing flexibility over the relevant five-year period.

In order to help explain HealthTrust's capital adequacy reserve, we are creating an easy to understand animation on the topic. It will be available in the very near future on HealthTrust's website, [www.healthtrustnh.org](http://www.healthtrustnh.org).

Surplus Return (Medical and Dental):

As previously communicated, HealthTrust will not distribute a return of surplus for FY2015. This is because the ending net position in HealthTrust's 2015 Fiscal Year audited financial statement is about \$700,000 below the \$85 million capital adequacy reserve target.

Coverage Changes:

Please note that requests for any coverage changes for July 1, 2016 must be communicated to HealthTrust in writing prior to **May 6, 2016**. Changes in coverage requested after this date, but prior to June 30, 2016, will have an effective date of September 1, 2016. The effective date may depend on the ability to distribute Summary of Benefits and Coverage (SBC) documents within the sixty (60) day advance notice requirement under the Affordable Care Act.

Renewal Deadlines:

Signed renewal transmittal forms must be returned to HealthTrust by **June 13, 2016** to renew coverage for July 1, 2016. If you have questions or concerns, please do not hesitate to contact your Benefits Advisor, Melisa A. Briggs, at 800.527.5001.

Sincerely,



David Frydman  
Interim Executive Director

Enclosures

# HealthTrust

## Medical Rate Exhibit

### *Town of Newmarket*

Current Benefit Option(s)	Contract Type	Employee Counts	7/15 Rates	7/16 RV Rates	% Change
BC3T20(07)-RX10/20/45	Single	1	\$828.79	\$834.80	0.7%
	2-Person	0	\$1,657.58	\$1,669.59	0.7%
	Family	0	\$2,237.73	\$2,253.95	0.7%
AB10IPDED(07)-RX10/20/45	Single	8	\$784.87	\$791.81	0.9%
	2-Person	7	\$1,569.74	\$1,583.62	0.9%
	Family	18	\$2,119.15	\$2,137.88	0.9%
MC3(07)-RX10/20/45	Single	11	\$534.09	\$511.58	-4.2%
<b>Monthly Total</b>		<b>45</b>	<b>\$62,115.62</b>	<b>\$62,363.84</b>	<b>0.4%</b>

**Alternative Benefit Option(s):** As you consider your benefit offerings for July 1, 2016, please refer to the sampling of benefit option(s) provided below. It is important to note that not all of the sample plans listed below can be offered along with your current benefit option(s). Your Benefits Advisor is available to help you select the plans that best meet your group's needs and work within HealthTrust's underwriting guidelines.

Coverage Type	Contract Type	7/16 RV Rates
BC2T20(07)-R10/25/40M10/40/70	Single	\$792.13
	2-Person	\$1,584.26
	Family	\$2,138.75
ABSOS20/40/1KDED(07)-R10/25/40M10/40/70	Single	\$595.86
	2-Person	\$1,191.71
	Family	\$1,608.81
MC3(07)-R10/25/40M10/40/70	Single	\$494.93



## Town of Newmarket ("Member")

Member hereby elects the following HealthTrust, Inc. ("HealthTrust") coverage(s):

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### Medical Coverage and Rates

#### July 2016 Medical Renewal

The following rates shall apply from July 1, 2016 to June 30, 2017

Anniversary Month	July	Rating Type	Individual
Probationary Period	0M		

Benefit Option(s)	Single	2-Person	Family
BC3T20(07)-RX10/20/45	\$834.80	\$1,669.59	\$2,253.95
AB10IPDED(07)-RX10/20/45	\$791.81	\$1,583.62	\$2,137.88
MC3(07)-RX10/20/45	\$511.58		

Monthly rates and continued Member group coverage are subject to applicable HealthTrust minimum participation requirements including, without limitation:

- 1) at least 75% participation of eligible employees who do not otherwise have group medical coverage; and
- 2) employees who elect to cover dependents must enroll all of their eligible dependents (other than dependent children age 19 and over) who do not otherwise have group medical coverage.

HealthTrust reserves the right to change the rates at any time if there is a 10% or more increase or decrease in enrollment.

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#### \*PROBATIONARY PERIOD EXCEPTIONS

None

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#### SPECIAL NOTES

Coverage includes Domestic Partner (same sex and opposite sex) Rider effective 02/01/2010. Newmarket Town Council stipulates that member cannot enroll domestic partner until they have shared residence as domestic partners for 3 years.

## Dental Coverage and Rates

### July 2016 Dental Renewal

The following rates shall apply from July 1, 2016 to June 30, 2017

Anniversary Month July  
Probationary Period 0M

Benefit Option(s)	Single	2-Person	Family
OPTION 1J	\$44.15	\$85.33	\$153.00

Monthly rates and continued Member group coverage are subject to applicable HealthTrust minimum participation requirements including, without limitation:

- 1) at least 75% participation of eligible employees who do not otherwise have dental coverage; and
- 2) employees who elect to cover dependents must enroll all of their eligible dependents (other than dependent children age 19 and over) who do not otherwise have dental coverage.

#### BENEFIT SCHEDULE

Benefit Option(s)	Coverage A	Coverage B	Coverage C	Plan Year Maximum	Coverage D	Coverage D Maximum	Deductible
OPTION 1J	100%	80%	50%	\$1,500	50%	\$1,000	\$0

#### \*PROBATIONARY PERIOD EXCEPTIONS

None

#### SPECIAL NOTES

Coverage includes Domestic Partner (same sex and opposite sex) Rider effective 02/01/2010. Newmarket Town Council stipulates that member cannot enroll domestic partner until they have shared residence as domestic partners for 3 years.

Member Group has separately contracted with HealthTrust for the following Billing Services with respect to any selected medical and dental plan coverages:

Page 3 of 3

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution 2015/2016-36**

**Resolution Relating to the Purchase of a 2016 Ford F-550 1-Ton Dump Truck**

**WHEREAS**, the Highway Department needs to replace its 2002 Ford F-450 truck, and

**WHEREAS**, the Department obtained quotes for a 2016 Ford F-550 1-Ton Dump Truck under the State's procurement contract as follows:

Vendor	Amount
Hillsboro Ford	\$ 44,492
H. P. Fairfield, LLC	27,875
Total Cost	<u>\$ 72,367</u>

**WHEREAS**, the Public Works Capital Reserve Fund has a balance of \$486,605, as of January 31, 2016.

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a 2016 Ford F-550 1-Ton Dump Truck and enter into any related contracts, for a price not to exceed \$72,367.

First Reading: March 16, 2016  
Second Reading: April 6, 2016  
Approval:

Approved: \_\_\_\_\_  
Phillip J. Nazzaro, Town Council Chairman

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

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## INTEROFFICE MEMORANDUM

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**TO:** STEVE FOURNIER, TOWN ADMINISTRATOR  
**FROM:** RICK MALASKY, PUBLIC WORKS DIRECTOR  
**SUBJECT:** CIP VEHICLE REPLACEMENT  
**DATE:** 3/14/2016

---

I am requesting the Town Council approve the release of \$72,367 from the Capital Reserve Vehicle Replacement account for the purchase of a 2016 Ford F-550 Regular Cab 4x4 Chassis, from Hillsboro Ford and the plow/dump body from H.P Fairfield. This is the state bid price. A copy of the quotes is attached.

There is currently \$486,605 in the Capital Reserve Vehicle Replacement account.

The above new vehicle is replacing a 2002 Ford F-450, which is in the CIP schedule to be replaced. This vehicle was scheduled in 2014 and we pushed it back. This vehicle has 78,608 miles on it. The maintenance cost for fiscal year 15/16 was \$11,999. This vehicle will need a lot of repairs/body work completed. It will fail its yearly inspection in March. I have deferred any other repairs at this time due to the age, mileage, and recommendation of Auto Excellence. Frank, from Auto Excellence, has recommended spending no additional money on this vehicle. He recommends replacing it. It will take 8 to 10 months for the new vehicle to be built and put into service.

Please let me know if you need any other information regarding this matter.

# H. P. FAIRFIELD, LLC

BID # 140376



**"MUNICIPAL SPECIALISTS"**

PHONE: 603-848-2363 FAX: 603-664-2636

<http://www.hpfairfield.com>

**HP  
FAIRFIELD LLC**

FROM:

Bob Hackett

94 Sheep Davis Rd

Pembroke, NH 03275

QUOTED TO: Town Of Newmarket

214300

Main Street

Newmarket

, NH 03857

ATTN: Rick Malasky

DATE: January 8, 2016

CUSTOMER PHONE: 603-659-3093

CUSTOMER FAX: 603-659-4807

COMMENTS: F550 plow truck proposal-NH State bid plow/dump body

QTY	DESCRIPTION	PRICE	EXT. PRICE
1	** 9' 2-3 YARD STAINLESS STEEL DUMP BODY AND HOIST, CAB SHIELD, MUDFLAPS, HARD POLY FENDERS, PINTLE PLATE AND 2" REESE RECEIVER. ** FISHER 9 1/2' XV2 STAINLESS STEEL PLOW SYSTEM PLUMBED INTO CENTRAL HYDRAULICS SYSTEM ** HPF CUSTOM CENTRAL HYDRAULIC SYSTEM TO INCLUDE PUMP, PTO, 2 FFL 12 SANDER CONTROLS-PLUMBED TO THE REAR OF THE TRUCK. ** 18X18X24" STAINLESS STEEL TOOL BOX ** HPF CUSTOM LED STROBE LIGHT KIT	\$27,875.00	\$27,875.00

\*\* COMPLETE PACKAGE INSTALLED TESTED AND PAINTED

OPTION:

\*\* HPF CUSTOM F550 FRONT HITCH, INSTALLED ADD \$ 3,000 TO THE ABOVE PRICE

\*\*\* ONE YEAR WARRANTY PARTS AND LABOR \*\*\*

SIGNED

Bob Hackett

ACKNOWLEDGED

QUOTE TOTAL

\$27,875.00

**Serving New England for over 60 Years**



Town Of Newmarket  
Attn: Rick Malasky

2/16/2016

Rick,

Here is the information that you requested. Please review and let me know if there is anything that may need to be added with regards to the vehicle. Please note that depending upon the model year, and purchasing time frame, pricing can change without notice from Ford Motor Company. Please call me to confirm all pricing and eligibility prior to order.

2016 Ford F-550 Regular Cab 4x4 Chassis:

141" Wheel Base

Gem Green Metallic Exterior

Vinyl 40/20/40 Gray Interior

A/C

6.7L Diesel Motor

6 Speed Automatic Transmission

19,500 GVWR

Payload Upgrade Package

Cab Steps

4.88 Limited Slip Axle

Spare Tire And Wheel

Daytime Running Lamps

Transmission PTO Port

Cruise Control

Electric Trailer Brake Controller

Power Equipment Group: Includes Heated Exterior Trailer Tow Mirrors/Power Windows/Power Locks  
Bluetooth

Price Of Vehicle Under State Bid Pricing:

\$44,492

Rick, please let me know if you have any other questions regarding the vehicle. We look forward to assisting the Town Of New Market.

Best Regards,  
Justin Bagloe  
Fleet And Municipal Manager  
Hillsboro Ford  
603-464-4000 Ext 217

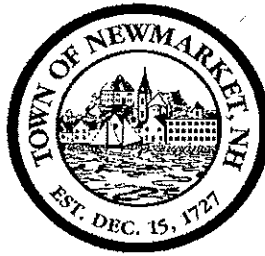


# Newmarket Capital Improvement Program (CIP) Equipment Form

Department:		Public Works		Type of Equipment:		Vehicles/Equipment									
	Description	Year Acquired	Replacement Cost	Replacement Year	Current Balance	Mileage		FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	Total	
1	#1 Ford F350 w/plow	2015	35,000	2025/2026		1,100		3500.00	3500.00	3500.00	3500.00	3500.00	3500.00		
2	#4 Ford F250 w/plow	2004	35,000	2014/2015		117,847		3500.00	3500.00	3500.00	3500.00	3500.00	3500.00		
3	#10 Ford F450 One Ton w/plow	2008	75,000	2018/2019		41,887		7500.00	7500.00	7500.00	7500.00	7500.00	7500.00		
4	#20 Ford F450 One Ton w/plow	2002	75,000	2013/2014		71,737		7500.00	7500.00	7500.00	7500.00	7500.00	7500.00		
5	#14 John Deere Loader	2006	95,000	2017/2018		3,254		9500.00	9500.00	9500.00	9500.00	9500.00	9500.00		
6	#32 John Deere Backhoe	2013	95,000	2023/2024		269		9500.00	9500.00	9500.00	9500.00	9500.00	9500.00		
7	#5 Freightliner Dump/Plow/Sand	2005	146,000	2016/2017		39,554		12166.00	12166.00	12166.00	12166.00	12166.00	12166.00		
8	#6 Intl. Dump/Plow/Sander	2001	146,000	2013/2014		56,577		12166.00	12166.00	12166.00	12166.00	12166.00	12166.00		
9	#7 Freightliner Dump/Plow/Sand	2008	146,000	2020/2021		21,584		12166.00	12166.00	12166.00	12166.00	12166.00	12166.00		
10	#9 Intl. Dump/Plow/Sander	2012	146,000	2024/2025		8,628		12166.00	12166.00	12166.00	12166.00	12166.00	12166.00		
11	#11 Freightliner Dump/Plow/Sar	2005	146,000	2017/2018		42,921		12166.00	12166.00	12166.00	12166.00	12166.00	12166.00		
12	#17 Johnson Sweeper	1999	160,000	2019/2020		1,978		8000.00	8000.00	8000.00	8000.00	8000.00	8000.00		
13	#21 Trackless MT-5 Tractor	2013	140,000	2023/2024		255		14000.00	14000.00	14000.00	14000.00	14000.00	14000.00		
14	#42 Trackless MT-5 Tractor	2010	140,000	2020/2021		2,037		14000.00	14000.00	14000.00	14000.00	14000.00	14000.00		
15	#16 Mack Roll-off	1993	140,000	2015/2016		355,695		9334.00	9334.00	9334.00	9334.00	9334.00	9334.00		
16	#24 Cub Cadet Tractor	1999	25,000	2014/2015		1,197		1667.00	1667.00	1667.00	1667.00	1667.00	1667.00		
17	Ford F150 Pickup	2016	24,000	2028/2029		-		2000.00	2000.00	2000.00	2000.00	2000.00	2000.00		
18	#38 Bucket Truck	1991	80,000	2014/2015		113,842		4000.00	4000.00	4000.00	4000.00	4000.00	4000.00		
19	#15 Ford F150 Pickup	2011	24,000	2023/2024		14,842		2000.00	2000.00	2000.00	2000.00	2000.00	2000.00		
20	#47 Intl. Vac-Con	2004	88,000	2016/2017		6,488		7334.00	7334.00	7334.00	7334.00	7334.00	7334.00		
Total Funding						633,188		164165.00	164165.00	164165.00	164165.00	164165.00	164165.00		
Estimated Annual Cost of Operations and Maintenance															
Items to be replaced in FY15/16							Previous Years Repair/Maintenance Cost			Estimated Disposable Value					
		Make/Model			Age		Mileage								
1	#16 Mack Roll-off	Mack/Rolloff			20		355,695		\$4,740.00			\$ 5,000.00			
2	#20 Ford F450 One Ton w/plow	Ford F450			12		71,737		\$5,814.00			\$ 8,000.00			
3	#4 Ford F250 w/plow	Ford F350			11		117,847		\$1,734.00			\$ 2,500.00			
4	#38 Bucket Truck	Chevy 3500			21		113,842		\$150			\$ 500.00			
5															
6															

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution 2015/2016 - 37**

**Resolution Relating to the Purchase of a 2016 Ford F-550 4x4 Type 1 Ambulance**

**WHEREAS**, the Fire Department needs to replace its 2006 Ford F-450 Type 1 Ambulance, and

**WHEREAS**, the Department obtained a quotes for a 2016 Ford F-550 4x4 Type 1 Ambulance from three vendors and the radios from the State's procurement contract as follows:

Vendor	Amount
PVC (Prof. Vehicle Corp.) not including trade-in	\$188,777
Motorola Solutions	9,425
Motorola Solutions	4,548
Total Cost	<u>\$202,750</u>

**WHEREAS**, the Ambulance Revolving Fund has a balance of \$226,365, as of February 29, 2016.

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a 2016 Ford F-450 Type 1 Ambulance and related radios, and enter into any related contracts, for a price not to exceed \$202,750.

First Reading: March 16, 2016

Second Reading: April 6, 2016

Approval:

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

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

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## INTEROFFICE MEMORANDUM

---

**TO:** STEVE FOURNIER, TOWN ADMINISTRATOR  
**FROM:** RICK MALASKY, FIRE CHIEF  
**SUBJECT:** NEW AMBULANCE  
**DATE:** 3/31/2016

---

I am requesting that the Town Council approve the release of \$202,750 from the Ambulance Revolving Fund for the purchase of a 2016 Ford F-550 4x4 type I Ambulance from Professional Vehicle Corporation and new radios from Motorola Solutions. The radio quote is NH State bid. The new ambulance quote from PVC is the lowest of three quotes and I have attached all three. I have added the trade in value for our old ambulance back into the price from PVC. I feel very confident that we can get more money at auction or silent bids by selling the old ambulance ourselves than what they have offered for a trade in.

There is currently \$226,362 in the Ambulance Revolving Fund.

The above new vehicle is replacing a 2006 Ford F-450 type I Ambulance. This ambulance has 62,350 miles on it. It has been out of service for repairs 35 times over the past year with 10 of those times being in the last two months. This unit is becoming more and more unreliable and maintenance cost for the past year has reached \$11,965. It takes one year for a new ambulance to be built, delivered and put into service. Auto Excellence agrees that it is time to replace this ambulance.

Breakdown of requested funds:

PVC New Ambulance	\$188,777
Motorola Solutions New Radios	\$13,973

Please let me know if you need any other information regarding this matter.

**MOTOROLA SOLUTIONS****Quote Number:** QU0000349220**Effective:** 28 JAN 2016**Effective To:** 28 MAR 2016**Bill-To:**

NEWMARKET FIRE & RESCUE  
4 YOUNG AVE  
NEWMARKET, NH 03857  
United States

**Ultimate Destination:**

NEWMARKET FIRE & RESCUE  
4 YOUNG AVE  
NEWMARKET, NH 03857  
United States

**Attention:**

**Name:** Chief Rick Malasky  
**Phone:** 603-659-3334

**Sales Contact:**

**Name:** Nicholas Hamel  
**Email:** nhamel@2-way.biz  
**Phone:** 603-431-6288

**Contract Number:** NASPO ValuePoint**Freight terms:** FOB Destination**Payment terms:** Net 30 Due

Item	Quantity	Nomenclature	Description	Your price	Extended Price
1	4	H51KDF9PW6AN	APX 4000 VHF MHZ MODEL 2 PORTABLE	\$1,281.88	\$5,127.52
1a	4	Q811BR	ENH: SOFTWARE P25 CONVENTIONAL	\$474.50	\$1,898.00
1b	4	H885BK	ADD: 3 YEAR SERVICE FROM THE START LITE	\$84.00	\$336.00
1c	4	QA04865AA	ADD: TWO KNOB CONFIGURATION	-	-
1d	4	QA04776AA	ADD: REFLECTIVE LABEL	\$7.50	\$30.00
1e	4	H499JU	ENH: SUBMERSIBLE (DELTA T)	\$187.50	\$750.00
1f	4	QA04934AA	ALT: IMPRES LI-ION 2300MAH RUGGED UL BATTERY	\$37.50	\$150.00
2	4	WPLN4232A	CHARGER, SINGLE-UNIT, IMPRES, 1.25A, 115VAC, US/NA	\$45.99	\$183.96
3	4	NMN6271A	IMPRES XP RSM FOR APX W/ DUAL MIC NOISE SUPPRESSION	\$237.25	\$949.00

**Total Quote in USD****\$9,424.48****THIS QUOTE IS BASED ON THE FOLLOWING:**

1 This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.

If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.

Thank you for your consideration of Motorola products.

2 Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.

3 Purchaser will be responsible for shipping costs, which will be added to the invoice.

4 Prices quoted are valid for thirty(30) days from the date of this quote.

5 Unless otherwise stated, payment will be due within thirty days after invoice. Invoicing will occur concurrently with shipping.

MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE PRICE OF THE PRODUCTS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED. IN NO EVENT WILL MOTOROLA BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

Professional Vehicle Corporation  
12 Industrial Park Rd  
Rumford ME 04276



Below is the price breakdown for a 2016 Ford F-550 4x4 type I ambulance for Newmarket NH.

Overall ambulance price: \$191,997.00

Trade in for Lifeline Ambulance: -\$3,000.00

Ford GPC Discount: -\$3,200.00

TOTAL: \$185,777.00

Thank you for this opportunity to bid.

Nate Robbins

Run: 3/02/16  
8:40AM

**Balance Sheet**  
Town of Newmarket  
As Of: FEBRUARY 2016, GL Year 2016

Page: 1  
CAROL  
BalanceSheet

Account Number		Balance
<b>14 AMBULANCE REVOLVING FUND</b>		
<b>Assets</b>		
14-105-000-3103	AMBULANCE REVOLVING-CITIZENS INVESTMENT	287,196.21
14-113-000-3001	AMBULANCE REVOLVING - TO/FROM GENERAL FUND	(60,831.40)
	<b>Totals Assets</b>	<b>226,364.81</b>
<b>Liabilities</b>		
14-201-000-4001	AMBULANCE REVOLVING - ACCOUNTS PAYABLE	0.00
	<b>Totals Liabilities</b>	<b>0.00</b>
<b>Fund Balance</b>		
14-220-000-3211	AMBULANCE REVOLVING - RESERVE FOR ENCUMBRANCE	
	Prior Year Expenditure	0.00
	Prior Year Unencumbered Funds	0.00
	Net Expenditure And Unencumbrances	0.00
	<b>Total AMBULANCE REVOLVING - RESERVE FOR ENCUMBR/</b>	<b>0.00</b>
14-220-000-4015	AMBULANCE REVOLVING - RESERVE FOR FUND BALANCE	
	Current Year Revenue	45,016.75
	Current Year Expenditure	0.00
	Current Year Encumbrances	0.00
	Prior Year Unencumbered Funds	0.00
	Net Revenue, Expenditure And Encumbrances	45,016.75
	<b>Total AMBULANCE REVOLVING - RESERVE FOR FUND BAL/</b>	<b>226,364.81</b>
	<b>Total All Fund Balance Accounts</b>	<b>226,364.81</b>
	<b>Total Liabilities and Fund Balance</b>	<b>226,364.81</b>
	<b>Balance 14 AMBULANCE REVOLVING FUND</b>	<b>0.00</b>
	<b>Grand Total</b>	<b>0.00</b>

**MOTOROLA SOLUTIONS**

Quote Number: QU0000349219

Effective: 28 JAN 2016

Effective To: 31 JUL 2016

**Bill-To:**

NEWMARKET FIRE & RESCUE  
4 YOUNG AVE  
NEWMARKET, NH 03857  
United States

**Ultimate Destination:**

NEWMARKET FIRE & RESCUE  
4 YOUNG AVE  
NEWMARKET, NH 03857  
United States

**Attention:**

Name: Chief Rick Malasky  
Phone: 603-659-3334

**Sales Contact:**

Name: Nicholas Hamel  
Email: nhamel@2-way.biz  
Phone: 603-431-6288

Contract Number: NASPO ValuePoint

Freight terms: FOB Destination

Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	Your price	Extended Price
1	1	M25KTS9PW1AN	APX6500 VHF HIGH POWER	\$1,984.87	\$1,984.87
1a	1	G806BE	ADD: ASTRO DIGITAL CAI OPERATION	\$375.95	\$375.95
1b	2	W22BA	ADD: PALM MICROPHONE	\$52.56	\$105.12
1c	1	G442AJ	ADD: O5 CONTROL HEAD	\$315.36	\$315.36
1d	1	G24AX	ADD: 3 YEAR SERVICE FROM THE START LITE	\$121.00	\$121.00
1e	1	G610AC	ADD: REMOTE MOUNT CBL 30 FEET	\$18.25	\$18.25
1f	1	G628AC	ADD: REMOTE MOUNT CBL 17 FEET	\$10.95	\$10.95
1g	1	G444AE	ADD: APX CONTROL HEAD SOFTWARE	-	-
1h	1	G89AC	ADD: NO RF ANTENNA NEEDED	-	-
1i	2	G831AD	ADD: SPKR 15W WATER RESISTANT	\$43.80	\$87.60
1j	1	G48BD	ENH: CONVENTIONAL OPERATION APX6500	\$365.00	\$365.00
1k	1	GA00092AC	ADD: DUAL-CONTRL HD HARDWARE	\$416.10	\$416.10
1l	1	W12DK	ADD: RF PREAMP	\$48.18	\$48.18
2	1	SVC03SVC0049D	FIRE REMOTE MOUNT RADIO INST ZONE 1	\$700.00	\$700.00

**Total Quote in USD****\$4,548.38****THIS QUOTE IS BASED ON THE FOLLOWING:**

1 This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.

If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.

Thank you for your consideration of Motorola products.

2 Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.



- 3 Purchaser will be responsible for shipping costs, which will be added to the invoice.
- 4 Prices quoted are valid for thirty(30) days from the date of this quote.
- 5 Unless otherwise stated, payment will be due within thirty days after invoice. Invoicing will occur concurrently with shipping.

MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE PRICE OF THE PRODUCTS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED. IN NO EVENT WILL MOTOROLA BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.



January 19, 2016

New Market Fire Department  
4 Young Lane  
New Market, NH 03070

Dear Lt. Andy Carroll,

Thank you for the opportunity to provide your Fire Department with your next ambulance. We are confident Bulldog and Osage will meet all of your expectations. The Osage Super Warrior provides optimal room, storage and comfort. Seamless Body construction methods ensure a strong module and maximum payload with many years of service. We pride ourselves on value, comfort and safety. Our full service center is located in Woodville, MA, 78 miles from your Town. No pre-payment is required. Additions or deletions can be made to this proposal at the customer request.

Bid Pricing is Valid for 30 days. Thank you for your interest in the Osage product.

Our proposal is for the Type I Ford F-550, 4 x 4, with Liquid Springs Suspension as specified. Specification Attached.

One 2016 Ford F-550-Osage Super Warrior ..... \$ 220,400.00

Less Trade of 2006 Lifeline in Good condition..... \$ -11,000.00  
Current mileage approx., 62,000

**One 2016 Ford F-550, Osage Super Warrior**  
**As specified..... \$ 209,400.00**

Respectfully Submitted,

Gigi Lee  
Sales Representative  
Bulldog Fire Apparatus, Inc

V: 508-435-4054 • F: 508-435-0250

17 Winter Street • P.O. Box 58 • Woodville, MA 01784

[www.bulldogfireapparatus.com](http://www.bulldogfireapparatus.com)



58 George Leven Drive  
North Attleboro, MA 02760  
Tel: 508-699-0616  
Fax: 508-699-0977  
Toll Free: 888-699-0616  
www.svine.com

Providing Superior Ambulance and Rescue Vehicles in New England

**SUBMITTED TO:**

Capt. Doug Hamilton  
Newmarket Fire / Rescue  
4 Young Lane  
Newmarket, NH 03857

**BIDDER:**

Specialty Vehicles, Inc.  
58 George Leven Drive  
North Attleboro, MA 02760  
Sales Rep: Mark Hooper

**MANUFACTURER:**

Wheeled Coach Industries  
2737 North Forsyth Road  
Winter Park, FL 32792

**DESCRIPTION OF VEHICLE:**

**UPDATED**

**DATE: January 26, 2016**

One (1) new 2016 Ford F550 4x4 custom built Wheeled Coach Model #1170F 170" Module Type I-AD, Class I Emergency Medical Vehicle per the attached proposal. Updated proposal; includes adding Whelen Freedom 60" cab roof mount lightbar with Opticom (see drawing), delete (4) M9 series flashers on front of module (leave KKK required lighting, delete airhorns and associated air horn components, external A/C condenser to be mounted underbody ILO Cool Bar.

**PRICING BREAKDOWN:**

Price of Vehicle:	\$ 208,735.00
LESS Ford FIN Concession:	(\$ 3,000.00)
LESS Trade-In Allowance 2008 Ford E450 Life Line Ambulance:	(\$ 8,000.00)

**TOTAL DELIVERED PRICE OF VEHICLE:**

**\$ 197,735.00**

**DELIVERY / TERMS & CONDITIONS:**

Delivery lead-time shall be within 180 calendar days after receipt of chassis, approved work order and signed sales contract between Specialty Vehicles, Inc. and the Town of Newmarket Fire / Rescue Department.

Specialty Vehicles, Inc. reserves the right to withdraw this proposal if not accepted within 60 days.

Terms: Net cash due upon delivery and acceptance. No Federal, State or Local Taxes are included.

Thank you for the opportunity to submit our proposal. If you have any questions please feel free to contact me at (888) 699-0616.

Respectfully Submitted,

  
Mark C. Hooper  
President

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution 2015/2016 - 38**

**Resolution Relating to the Lease Purchase of 24 Scott Air-Paks**

**WHEREAS**, the Fire Department uses self-contained breathing apparatus (SCBA) respirator that protects a firefighter when entering oxygen deficient or toxic atmosphere, and

**WHEREAS**, the existing SCBA respirators are at end of life and can no longer be pressurized after May 2017, and

**WHEREAS**, the Fire Department obtained a quote of \$213,940 for 24 Scott Air-Pak 75's from Industrial Protection Services, and

**WHEREAS**, the most advantageous lease financing of the equipment is through Tax-Exempt Leasing Corp., for a term of 5 years, 2.79% interest rate, and an annual lease payment of \$46,435.03, and

**WHEREAS**, the Fire Capital Reserve Fund has a balance of \$328,094, as of January 31, 2016.

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a 24 Scott Air-Pak 75's and entering into a lease agreement with Tax Exempt Leasing Corp. and enter into any related contracts.

First Reading: March 16, 2016

Second Reading: April 6, 2016

Approval:

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

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



203 E. PARK AVENUE, LIBERTYVILLE, ILLINOIS 60048



847-247-0771



847-247-0772



www.taxexemptleasing.com

March 4, 2016

Newmarket Fire Department  
4 Young Lane  
Newmarket, NH 03857

Dear Chief Malasky:

I am pleased to provide the following quote for Town of Newmarket for the financing of new Scott Air-Paks and accessories for Newmarket Fire Department. This quote is valid for 14 days and is subject to credit review and proper documentation.

Equipment Cost (Approximate):	\$213,940.00
Down Payment:	\$0.00
Financed Amount:	\$213,940.00
Payment Frequency:	Annual, in arrears (first payment due one year from lease date)
Term:	3-years      5-years
Rate*:	2.74%      2.79%
Payment*:	\$75,256.51      \$46,435.03
Factor^:	.35176      .21705

*\* Rate and payment assumes that the Customer is a tax-exempt entity and the purchase of the equipment falls within the type of equipment allowed as tax-exempt under the I.R.S. Code. In the event this purchase is not exempt, the rate and payments will be adjusted accordingly. Further, it is assumed that the transaction will be "bank-qualified" and that the customer will not issue more than \$10 million in tax-exempt leases or bonds in the current calendar year.*

*^ Factor is based on quoted rates. If the equipment cost changes or a down payment is made, the new payment amount can be calculated by multiplying the new financed amount by the rate factor.*

Note: If the equipment will require a "build-out period", the financed amount will be placed into an escrow account at lease signing and funds disbursed as instructed by the customer.

I have attached an application that must be completed in order to proceed with the credit process. In addition, we will need copies of the Town's last 2-years of audited financial statements, along with a copy of its current interim financial statement. Once these items are gathered, please fax all of the information to 866-2-FAX-APP (866-232-9277) or e-mail to markz@taxexemptleasing.com.

I appreciate this opportunity and look forward to proceeding. Please let me know if I can answer any questions. I can be reached at 847-247-0771.

Kind Regards,

Mark M. Zaslavsky  
President



215 S. Seth Child Road  
Manhattan, KS 66502  
Phone: 888.777.7850  
Mobile: 785.313.3154  
Fax: 888.777.7875

March 4, 2016

Customer Name: Newmarket Fire Department, NH

Equipment: Scott AP75s  
Sales Representative: John Merrill @ IPS  
Delivery: TBD

Community Leasing Partners, a Division of *Community First National Bank*, is pleased to present the following financing options for your review and consideration.

**Option 1**

Total Cost:	\$	213,940.00	Payment Frequency:	Annual
Down Payment:	\$	-	First Payment:	At Closing
Trade-In:	\$	-		
Amount Financed:	\$	<u>213,940.00</u>		
Term in Years:		<u>3</u>	<u>4</u>	<u>5</u>
Payment:		\$73,354.44	\$55,791.94	\$45,328.51
Factor:		0.342874	0.260783	0.211875
Rate:		2.89%	2.89%	2.97%

- **THERE ARE NO DOCUMENTATION OR CLOSING FEES ASSOCIATED WITH THIS PROPOSAL.**
- Fixed interest rate for the terms provided unless otherwise stated.
- This lease is to be executed within 30 days of the date of the proposal or Lessor reserves the right to adjust the interest rate. The proposal is subject to credit review and approval and mutually acceptable documentation.
- This proposal has been prepared assuming the lessee is bank qualified and that the proposed lease qualifies for Federal Income Tax Exempt Status for the Lessor under Section 103 of the IRS Code.

**Thank you** for allowing Community Leasing Partners the opportunity to provide this proposal. If you have any questions regarding the options presented, need additional options, or would like to proceed with a financing, please contact me at 1-888-777-7850.

Respectively,  
Blake J. Kaus  
VP, Director of Leasing  
[blakekaus@clpusa.net](mailto:blakekaus@clpusa.net)

*A Division of Community First National Bank - Member FDIC*



## INDUSTRIAL PROTECTION SERVICES

P.O. Box 685 • 220 Ballardvale St. • Wilmington, MA 01887  
Tel: 978-657-4740 • Fax: 978-658-0257

JOHN A. MERRILL

### Quotation

March 4, 2016

Newmarket Fire Department  
4 Young Lane  
Newmarket, NH 03857  
Attn. Chief Malasky

Industrial Protection Services is pleased to quote the Newmarket Fire Department the following equipment from Scott Safety.

24	Scott Air-Pak 75, 4500 psi, with Pak-Alert.	\$4,800.00	
	Scott 45 Min., 4500 psi, Carbon Cylinder	\$1,096.00	
	Scott AV 3000 HT Facepiece	\$280.00	
	Scott EBSS (Buddy Breathing)	\$448.00	
	Scott Pak-Tracker	\$196.00	
	Air-Pak Sub Total	\$6,820.00	\$163,680.00

#### ACCESSORYS

16	Scott AV 3000 HT Facepiece	\$280.00	\$4,480.00
1	Scott Pak-Tracker Receiver	\$1,153.00	\$1,153.00
1	Scott Pak-Tracker Charger	\$379.00	\$379.00
24	Scott 45 Min. 4500 psi Carbon Cylinder	\$1,096.00	\$26,304.00
24	Scott Epic 3 Voice-Amp	\$396.00	\$9,504.00
24	Scott Epic 3 Voice-Amp Brackets	\$24.00	\$576.00
2	Scott Rit-Pak III, with Bag, 60 min. Cylinder, High and Low Pressure		

Hoses, and Regulator.

\$3,932.00 \$7,864.00

TOTAL

\$213,940.00

THIS IS A MASSACHUSETTS STATE BID PRICE, FIR 04

John A. Merrill  
Regional Sales Manager





## Credit Application

203 E. Park Avenue, Libertyville, IL 60048 • Phone: 866-EXEMPT-1 • Fax: 866-2-FAX-APP

### CUSTOMER INFORMATION

Legal Name of Customer: \_\_\_\_\_ Federal ID# \_\_\_\_\_

Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Website: \_\_\_\_\_

Mailing Address (If different than above): \_\_\_\_\_

Contact Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Phone #: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

### TRANSACTION INFORMATION

Equipment Description: \_\_\_\_\_

New or Used?: \_\_\_\_\_ Anticipated Delivery Date: \_\_\_\_\_

Equipment Cost: \$ \_\_\_\_\_ Down Payment: \$ \_\_\_\_\_

From what fund is the down payment originating? \_\_\_\_\_

Trade-In: \$ \_\_\_\_\_ Financed Amount: \$ \_\_\_\_\_

From what fund will the lease payments originate? \_\_\_\_\_

Is the equipment replacing existing equipment? Yes No If "Yes", how old is the existing equipment? \_\_\_\_\_

For what purpose is the equipment being purchased? \_\_\_\_\_

Where will the equipment be located? \_\_\_\_\_

### LEASE INFORMATION

Requested Lease Term: \_\_\_\_\_ years

Payment Frequency: Monthly Quarterly Semi-Annual Annual Arrears or Advance

### FINANCIAL INFORMATION

Has the Customer issued or does the Customer intend to issue more than \$10,000,000 in tax-exempt leases or bonds in the current calendar year (January 1 – December 31)? \_\_\_\_Yes \_\_\_\_No

Please attach a copy of the following information for review:

1. Complete copies of audited financial statements from last two fiscal years
2. Copy of current interim financial statement (since last audit)

Has the requested lease transaction been included in the current budget? \_\_\_\_Yes \_\_\_\_No

Has the Customer ever had an incident of non-appropriation or failed to complete any lease, loan, or borrowing obligation?

\_\_\_\_Yes \_\_\_\_No If "Yes", please provide details: \_\_\_\_\_

To whom this application is made, or any credit bureau or other investigative agency employed by such person, is hereby authorized to investigate any references or information herein listed or statements or other data obtained from me or from any other person pertaining to the credit and financial responsibility of the customer listed on this application.

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Please fax the completed application to 866-2-FAX APP**  
(866-232-9277)



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

Applicant's Name: Rochelle M. Sharples

Address: 10 Lamprey River Park Phone/Coll 603-969-8700

RSA 669:19 Newmarket Registered Voter: ☒ Yes No # of Years as Resident: 41

RSA 91:2 Are you an American Citizen? ☒ Yes No

Email address: Rmsharples@comcast.net

Full membership (3 year term) position applying for Veterans Memorial Trust

State what the new term expiration date is: 2019

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: I've

Served on the committee since I can't

remember when I really enjoy it. I've served

as secretary for a number of those years also.

Managing the American Legion for the past 23 years  
(need more room, please use the back) has been a great connection as well.

Rochelle M. Sharples 3-30-16  
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.*

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution 2015/2016-39**

**The purchase of a Ford Police Cruiser for the Police Department to include costs associated with replacement of emergency lighting, equipment set-up and to withdraw said funds from the Public Safety Services Revolving Fund.**

**WHEREAS**, the Police Department seeks to replace a 2010 patrol car with a new police cruiser at the State bid price of \$28,349; and

**WHEREAS**, the installation of lights, siren, radios, computers, and other necessary equipment, will be undertaken at a cost not to exceed, \$17,031, and the cost of lettering and decals is \$500; and

**WHEREAS**, The Police Detail Revolving Fund currently has a balance of \$81,486; and

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a new black and white Ford Police Cruiser and related costs associated with the transfer and installation of equipment and lettering at a price not to exceed \$45,880, and further approves the withdrawal of said costs from the Public Safety Services Revolving Fund.

First Reading: April 6, 2016  
Second Reading:  
Approval:

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

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

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution #2015/2016-40**

**Resolution Relating to Town Hall First Floor Bathroom**

**WHEREAS**, the Town Hall's first floor bathrooms are in dire need of renovation, and

**WHEREAS**, the proposed cost of renovation is \$45,000, and

**WHEREAS**, the Building Improvements Capital Reserve Fund has a balance of \$273,649, as of February 29, 2016.

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the withdrawal of and amount not to exceed \$45,000 and to authorize the Town Administrator to enter into construction contracts related to this project.

First Reading: April 6, 2016

Second Reading:

Approval:

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

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