



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

---

**WEDNESDAY, FEBRUARY 17, 2016  
NEWMARKET TOWN HALL COUNCIL CHAMBERS**

---

**6:00 P.M. Non-Public – Pursuant to 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 five (5) minutes.*)
3. **Public Hearing – None**
4. **Town Council to Consider Acceptance of Minutes**
  - a. February 3, 2016 Non-Public Meeting Minutes
  - b. February 3, 2016 Regular Meeting Minutes
5. **Report of the Town Administrator**
  - a. The Mills Scenic Byway – 2016 Corridor Management Plan
  - b. Wage Plan – Matt Angell, Interim Finance Director
6. **Committee Reports**
7. **Old Business**
  - a. **Resolutions/Ordinances in the 2<sup>nd</sup> Reading**
    - i. **Resolution #2015/2016-33** *Authorize the Town Administrator to purchase a Bucket Truck for the Highway Department, and enter into any related contracts, for a price not to exceed \$84,056*
  - b. **Resolutions/Ordinances in the 3<sup>rd</sup> Reading – None**
  - c. \* Items Laid on the Table – None
8. **New Business/Correspondence**
  - a. Town Council to Consider Nominations, Appointments and Elections
    - i. *Macallen Dam Study Committee – Bill Arcieri – 2-year Term – Expires March 2018*
  - b. **Resolutions/Ordinances in the 1<sup>st</sup> Reading**
    - i. **Resolution #2015/2016-34** *Authorize the Town Administrator to enter into a General Services Agreement with Underwood Engineers for general engineering services.*
  - c. Correspondence to the Town Council
  - d. Closing Comments by Town Councilors
9. **Adjournment**

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

**February 3, 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, Councilor Larry Pickering

ALSO PRESENT: Town Administrator Steve Fournier, Public Works Director Rick Malasky

**AGENDA**

Chairman Phil Nazzaro welcomed everyone to the February 3, 2016 Newmarket Town Council Meeting and called the meeting to order at 7:01 pm, followed by the Pledge of Allegiance.

**PUBLIC FORUM**

Chairman Nazzaro opened the Public Forum at 7:02 pm, and announced that a representative of Linked Together was present.

Ms. Jillian Long stated that Linked Together Service Learning was now holding their annual Teens for Jeans Drive in Newmarket. She said that prizes for this year would be different with \$3,000 for grand prize, \$2,000 for second place, and \$1,000 for third place. She said that they would be working with Realtor Melani Taillon of Zoeller Realty to help ensure the success of the event, as they had lost their sponsor of last year. She said the drive would run from January 1<sup>st</sup> to February 29<sup>th</sup>, and at the end of the drive all the jeans collected would be taken to homeless shelters in the area. She said community members who wanted to help them earn \$3,000 for the School District could bring their jeans to Linked Together in the Newmarket Elementary School between 3-6 pm Monday through Friday. Ms. Long said they had used Facebook pages, posters, flyers, and letters to get the word out, and that they were challenging every member of the Town Council to bring 10 pairs of jeans each by February 17<sup>th</sup>. She asked the Town Council if they would accept the challenge.

The Town Council accepted the challenge and Chairman Nazzaro thanked Linked Together for all their contributions to the community.



Chairman Nazzaro closed the Public Forum at 7:04 pm.

**PUBLIC HEARING – None**

**TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES**

**Acceptance of the Minutes of the Regular Meeting of January 20, 2016**

Councilor Weinstein made a motion to accept the minutes of the regular meeting of January 20, 2016, which was seconded by Councilor Thompson.

Corrections/Changes: Vice Chair Levy requested a correction to his statement on page 7 under the discussion of *Resolution #2015/2016-31*, line 291. The sentence was corrected to read: "Vice Chair Levy questioned how MRI would receive input from the Council and asked if that would be included as part of the cost for this contract."

Town Administrator Fournier polled the Council and the minutes of the regular meeting of January 20, 2016 were approved as amended by a vote of 7-0.

**REPORT OF THE TOWN ADMINISTRATOR**

Town Administrator Steve Fournier first addressed the change of location for the **Presidential Primary** as a result of the significant water leak that occurred at the Newmarket High School making the gymnasium unusable for 90 days. He said they had determined that the Fire Station bays were the only location large enough to hold the expected crowds, and stated that the election would be held at the Fire Station on Young Lane off New Road. He said parking would be allowed in front of the bays and would be signed, and police would be directing traffic at the intersection of New Road and Route 108 during rush hour and assisting with the parking. In the event of a winter storm, police would be directing the parking as they would not be able to sign the spaces. Town Administrator Fournier also reminded political supporters that campaign signs could not be placed on Town Land without specific permission, as they may interfere with sight lines. He reminded people to remove the signs after the election, and added that any missing signs could be picked up at the Public Works Facility. Town Administrator Fournier said he would be resending the schedule for the Councilors for the primary on Tuesday, and also for the March 8<sup>th</sup> Election which would be held in the Town Hall. Councilor Weinstein thanked Town Administrator Fournier for all his efforts to get the word out about the election. Councilor Pickering asked if the burst pipe was a result of a heat situation, and Town Administrator Fournier said he understood that the pipe was in a storage area that may have been exposed to cold, and that significant water had come out when the room was opened.

Town Administrator Fournier stated that on January 26<sup>th</sup> he had testified in favor of **Senate Bill 328** which would allow School Districts to share services with other Public Agencies. He said that the senators were surprised that municipalities could share services with other municipalities but could not enter into municipal agreements with schools. He said that under State Law, as they were not a home-rule state, they could only do what was allowed and they had wanted it to be clearly stated that this would be

permissible. He said there was a good contingent of municipal and school officials in favor of the bill and he would keep the Town Council posted of any developments.

Town Administrator Fournier next addressed questions which had arisen at the last meeting with regard to the **Macallen Dam**. He explained that the reason the Macallen Dam Study Committee had recommended entering into an agreement with Gomez & Sullivan was that after they had reviewed the work of Wright Pierce they felt there may be some errors. He said that though the 100-year flood flow was not one of the charges of Gomez & Sullivan, they were using that data in their modeling to determine the impact of the removal of the dam. Town Administrator Fournier stated that they would be hiring Gomez & Sullivan to review the calculations of Wright Pierce with the State to make sure the 10,260 cfs (cubic square feet per second) Wright Pierce negotiated with the State was correct. He provided a timeline of the project starting with the New Hampshire Department of Environmental Services (DES) 2007 Inspection Report which cited the 100-year flood flow at 8,302 cfs. Following hydraulic modeling work conducted by Wright Pierce in 2013, the Town and the DES agreed to a 100-year flood flow of 10,259 cfs. In 2014 Gomez & Sullivan raised questions regarding the accuracy of the methods used by Wright Pierce to determine the 10,259 cfs figure, and believed a re-evaluation of their model would result in a 25% lower figure which would reduce the cost of compliance with the New Hampshire DES Letter of Deficiency.

#### **Macallen Dam Study Committee**

Councilor Pike reported on the *Macallen Dam Study Committee* meeting of January 29<sup>th</sup>. He stated that Gomez & Sullivan were not really saying that Wright Pierce made errors. He said that the Lamprey River was a very complex system with some things still evolving and changes being seen with increasing time. He said that one example was the weir coefficient, or how much water would pass over the dam at a certain depth, and explained that modifications were suggested to fit the flow patterns they were now seeing. He said it had been discussed that Route 108 acted essentially as a "dam" for the Lamprey River, and that historically the water headed to the Oyster River with less coming over the Dam. He said they had also discussed how the impact of redoing Route 108 and the impact of work planned for Longmarsh Road by the Town of Durham would affect the flow numbers. He said that even if the 100-year flood flow did not change, there were other factors involved. He said when Wright Pierce ran the 100-year flood flow models for what would happen under flood conditions, they modeled with the gates open. He said part of what the State requires is that it cannot be something that involves human intervention, and that they probably should have run the numbers with the gates closed. He stressed that Gomez & Sullivan were hired to study what would happen when the dam was taken out, not what would happen with the dam there during flooding.

Councilor Pike said that one model showed that under 100-year flood conditions water would go over the existing abutments, and that the dam modifications they hoped to make could be challenged by Durham objecting that more water would be flowing towards Durham. He said that since water did not go over the abutments during the last flood, raising the abutments to armor the Dam should not be able to be challenged based on flow. He said they might also see some benefits due to alterations on Longmarsh Road. Councilor Pike stated that it was the sentiment of the Dam Committee that they would benefit from using the expertise of Gomez & Sullivan to meet with the Dam Commissioner so that everyone would be



in agreement as to the assumptions, reasons, and numbers. He said he felt it was worth spending the additional \$4,000 or \$5,000 to assure the accuracy of the numbers and to get things nailed down.

Discussion: Vice Chair Levy asked why Wright Pierce would not take into consideration the issues brought up by Gomez & Sullivan and review their methodology, since the Town had already paid them. Councilor Pike said that no one was claiming Wright Pierce had not done good work in their report. He said that originally the DES required a stability analysis which depended on many of these numbers, and that three (3) engineering firms had presented information that was not close enough for the Committee to evaluate, and they did not feel comfortable going forward with the stability analysis without having these numbers nailed down. He said he did not think Vice Chair Levy's request was unreasonable, but he felt they had a good plan and were comfortable moving forward. Vice Chair Levy asked Town Administrator Fournier for his opinion, and he replied that he did not think Wright Pierce would be willing to change their numbers. He said that Gomez & Sullivan had gone through the methodology and felt that before they took the next step they should look at the numbers again and come up with a figure, and that the State had agreed that this was a good plan. Councilor Pike said that Gomez & Sullivan had the advantage of having the work of Wright Pierce available while they were working on the dam removal analysis, and he felt Gomez & Sullivan was in the best position to complete this analysis in a relatively short period of time. Vice Chair Levy asked how Gomez & Sullivan defined "substantial reduction in costs" with regard to the abutments. Councilor Pike said they had never mentioned a number for the cost, and Town Administrator Fournier explained that they could not assess the costs until the structural analysis was done and they had not yet reached that point.

Chairman Nazzaro said the numbers before were looking at \$1.2 million with the dam removal. Councilor Pike said it seemed like Wright Pierce wanted to say it was impossible to remove the Dam as all their numbers were with one foot going over the dam, and that they needed to raise the concrete abutments to allow more water to go over. He said the State thought we would want to widen the spillway in the end by taking out the gates to make it easier to meet our numbers. He said Gomez & Sullivan felt that we may not have to alter the gates and should not mess with the spillway but just concentrate on the abutments which would save us money. Public Works Director Rick Malasky stated that the missing link Gomez & Sullivan could provide might greatly reduce the number of cfs required to pass with the Dam Bureau and felt it was definitely to their advantage. Councilor Pike said the changes would likely make the cfs lower, though he could not hold to the 25%. He said the Dam Committee wanted strong agreement around all the numbers and felt they were best served by Gomez & Sullivan, and that they would then be able to move forward from a stronger position.

Town Administrator Fournier stated that they were going to court on Friday for the case of the Town versus the Eagles, and he hoped for some resolution

#### **COMMITTEE REPORTS**

Councilor Thompson reported that the *Budget Committee* had its final meeting Monday night to finalize meeting minutes and wish everyone well. She said there were three (3) seats open on the Committee and that Mr. Dave Foltz and Mr. Blue Foster were running again but that Mr. Mike Lang was not. She said they had wished Mr. Lang well and thanked him for his service to the Committee.

## OLD BUSINESS

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

#### Resolution #2015/2016-32 Amending Transfer Station Collection Fees

Councilor Weinstein made a motion to approve *Resolution #2015/2016-32 Amending Transfer Station Collection Fees*, which was seconded by Councilor Burns.

Public Works Director Malasky stated that a new contract had come up and they were reviewing the costs at the Transfer Station. He said there were a few changes in electronics and said that the scrap metal market had gone by the wayside although they were not yet charging for it. He said the big thing was that dump trailers were getting more and more popular and he decided to add them as they did not yet have a facility schedule for them. He explained that they were pretty large trailers which were listed as "non-commercial utility trailers" in the resolution, and said the fees were based on what usually came in. He stated that they had increased the fee for appliances and computer monitors from \$5 to \$10 each, with miscellaneous electronics priced by the pound. He said there had been no changes to the fees since 2004 and that the increases would help cover the costs associated with operating the Transfer Station. He said it would take about a week to order the new coupons and that the sign outside the facility would be updated with the changes.

Discussion: Councilor Pike said that he owned a 4x8 utility trailer which was approximately the size of a pickup truck and asked if that was what they were talking about. Public Works Director Malasky replied that the dump trailers he was describing were 12 feet or larger. Chairman Nazzaro asked if there was a definition of a "dump trailer", and Town Administrator Fournier said the closest he could find was a utility trailer. Chairman Nazzaro asked what the cut-off would be, and Public Works Director Malasky said it was a dump truck on a trailer which was backed up and dumped by piston action like a dump truck. Councilor Weinstein asked how the fees compared with other communities, and Public Works Director Malasky replied that he did not check with other towns but based the fees on the amount coming in and the space taken up in the can.

Town Administrator Fournier polled the Council and *Resolution #2015/2016-32 Amending Transfer Station Collection Fees* was approved by a vote of 7-0

**ITEMS LAID ON THE TABLE - None**

## NEW BUSINESS/CORRESPONDENCE

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

#### Macallen Dam Study Committee

**Candidate:** Kathryn Nelson - Term Expires March 2018



Councilor Weinstein made a motion to approve the nomination of *Kathryn Nelson - Term Expires March 2018* as a member of the *Macallen Dam Study Committee*, which was seconded by Councilor Burns.

Ms. Kathryn Nelson of 15A Water Street briefly addressed the Council. She said she had served on a number of different committees before and that she had lived in Newmarket for 1 ½ years, coming from Nashua. She said that she was not an engineer but that she had served on committees where she had to review engineering numbers and had a grasp of understanding. She said she felt the framework and assumptions of Gomez & Sullivan were slightly different from Wright Pierce and they had put forth a reasonable argument which seemed prudent and would save money for the Town. She said that Town Planner Diane Hardy had reached out to her and she felt the Dam Committee would be a perfect fit for what she enjoyed doing.

Town Administrator Fournier polled the council and the nomination of *Kathryn Nelson - Term Expires March 2018* was approved unanimously, 7-0.

Councilor Weinstein made a motion to seal the minutes of the Non-Public Session which was seconded by Councilor Burns.

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

**Resolution #2015/2016-33 Authorize the Town Administrator to Purchase a Bucket Truck for the Highway Department and Enter into any Related Contracts, For a Price Not to Exceed \$84,056**

Chairman Nazzaro read *Resolution #2015/2016-33 Authorize the Town Administrator to Purchase a Bucket Truck for the Highway Department and Enter into any Related Contracts, for a Price Not to Exceed \$84,056* in full.

#### **CORRESPONDENCE/CLOSING COMMENTS**

Councilor Burns said that she, along with Councilor Weinstein, were helping with a Kayak Event that was being planned by the Recreation Department. She said the next meeting would be held Monday, February 8, 2016 at 6:00 pm at the Recreation Center, and that anyone interested in helping with the planning would be welcome. Councilor Weinstein said that Assistant Recreation Director Aimee Girandet also had other ideas she was interested in spearheading, like Arts in the Park and a reconsidering of Old Home Day, and was trying to get support from the community.

Councilor Weinstein said that at the last School Board Meeting some dates were discussed for the joint yearly meeting with the Town Council. Chairman Nazzaro said there had been some push-back on their part to have the meeting in March instead of February. He said that since they would have the same Town Council, except for Councilor Pickering, and the same School Board, there was now less of an opportunity for this Council to have a voice.

#### **NEXT MEETING**

Town Council Regular Meeting  
February 3, 2016

Chairman Nazzaro announced that the next meeting would be held on February 17, 2016 at 7:00 pm.

**ADJOURNMENT**

Councilor Pike made a motion to adjourn the meeting, which was seconded by Councilor Thompson. The meeting was adjourned at 7:55 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary

DRAFT





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

**REPORT OF THE TOWN ADMINISTRATOR**  
**February 17, 2016**

**Presidential Primary:** I want to thank everyone for their efforts during the Presidential Primary. We have always been expecting a large voter turnout for the election. What we weren't expecting were the curveballs that were tossed at us.

For those who don't know, it started two minutes before the Town Clerk - Tax Collector was leaving on maternity leave when I had to tell her that the High School was now out of commission due to the pipe burst.

Then when we were planning to move it to the Fire Station, the Director of Public Works kept saying, we will be fine, unless there is a snow storm. It was 60 degrees out, who would have ever thought we'd had a snow storm. Well, that came to fruition too.

Everyone in every department pulled together to make this election go off without a hitch. From the Police directing all the traffic, to the Department of Public Works setting up, Fire allowing us to use their facility, and every other department's support. In addition, the countless volunteers that worked there that day.

A special thanks to the Town Clerk - Tax Collector's office. Once again, they handled the situation calmly and professionally. Their dedication showed. I wish I had a picture of Terri walking around the polling place with Madeline strapped to her. I would put her dedication up against any Town Clerk in the state.

**Town Flag:** A group of students from Newmarket Junior Senior High School government class has made a presentation to me about adopting a Town Flag. Many communities do have flags, and it would be a great for civic pride. I would like to as a small group of councilors to meet and work with them on their design and to provide input to them.

**FY2016 Budget:** We are roughly 59% through the FY2016. With that, we are on target with our expenses with 58% of the budget expended. Fire is running slightly higher than budgeted due to the volume of calls that they have been seeing.

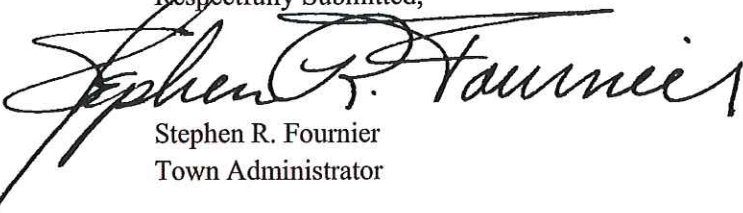
Revenues are on target. With our increased budget for motor vehicle registration, we are still running 5% higher than anticipated.

**Scenic Byway Plan:** The Mills Scenic Byway Committee is ready to ask the Town Council for approval of the Corridor Management Plan that has been developed from the Public Hearing held in here in November. Tamara Niedzolkowski, the President, of the committee and Mike Provost will be at the meeting to present it

to the Town Council. Attached is a copy for review. You will have a resolution for a first reading at the next Town Council meeting.

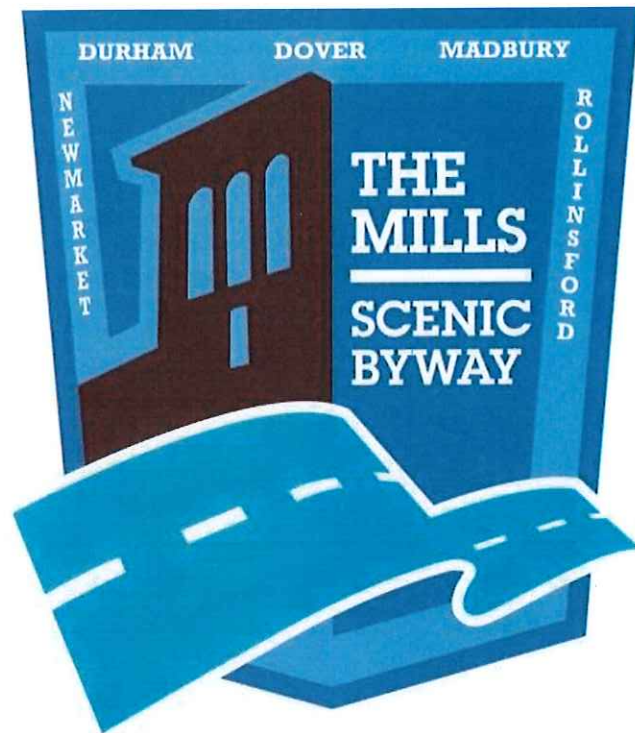
**Salary Survey:** I have asked Matt Angell, the Finance Director to attend the meeting this evening to present his findings from the salary survey study that he conducted. After reviewing this with the Town Council, we will be asking you to adopt a wage plan as part of the Town's personnel policy,

Respectfully Submitted,



Stephen R. Fournier  
Town Administrator





**2016**

## Corridor Management Plan

Created by the Towns of Durham, Newmarket, Madbury, and Rollinsford in partnership with the  
Strafford Regional Planning Commission.

## Table of Contents

---

Byway Committee Participants .....	3
Introduction .....	1
Corridor Management Plan Overview .....	1
Planning Process .....	3
Federal Highway Administration Requirements 14 Points.....	5
Existing Conditions .....	6
Route Description .....	6
Inventory of Intrinsic Qualities .....	6
Scenic Resources .....	6
Natural Resources .....	7
Historic Resources .....	7
Cultural Resources.....	9
Archeological Resources.....	9
Recreational Resources .....	9
Site Access.....	10
Physical Conditions.....	14
Traffic and Safety .....	14
Traffic Volume.....	17
Traffic Speed & Accident Data .....	19
Newmarket.....	20
Durham.....	21
Madbury.....	22
Rollinsford .....	23
Existing Road Signs.....	24
Bicycle and Pedestrian Levels of Service .....	27
Land Use and Conservation .....	30
Management Plan .....	41
Vision Statement.....	41
Goals & Objectives.....	42
Marketing Plan.....	45
Brochure and Maps: .....	45
Website:.....	45
Podcasts:.....	45
Signage/Displays.....	45
Library/Historical Society Presentations .....	45
Ongoing Participation .....	45



## Byway Committee Participants

The creation of this plan would not have been possible without the time, energy, and effort donated by the members of the Mills Scenic Byway Committee.

**Table 1 - Past Byway Committee Participants**

Municipality	Name	Affiliation
Newmarket	Diane Hardy	Town Planner
	Mike Ploski	
	Phil LePage	Newmarket Heritage Advisory Commission
	Bob LeGault	Newmarket Main Street Corporation
Durham	Jim Campbell	Director of Planning & Community Development
	Dick Lord	President of the Historic Association
Madbury	Eric Fiegenbaum	Conservation Commission Chair
Dover	Dan Barufaldi	Economic Development Director
	Chris Parker	Director of Planning
	Doug Dede	
	Thom Hindle	Director of Woodman Institute Museum
Rollinsford	Mike Gerrapy	Chairman, Rollinsford Planning Board
	Kevin Haines	Rollinsford Planning Board
	Maura Carriel	Citizen
	Patrick Carroll	Selectmen
	Tamara Niedzolkowski	Town Librarian (Citizen)
	Dan Marquis	Conservation Commission Chair
	Suzanne Huard	Board of Selectman

**Table 2 - Current Byway Committee Participants**

Municipality	Name	Affiliation
Newmarket	Diane Hardy	Town Planner
	Michael Provost	Historical Society
	Michael Hoffman	Code Enforcement
Durham	Andrea Bodo	Historic District Commission
	Wayne Burton	Town Council
	Todd Selig	Administrator
Madbury	Thomas Burbank	Planning Board
Rollinsford	Brian Pellerin	Cutter Family Properties
	Leanne Pellerin	Cutter Family Properties
	Judy Nelson	Planning Board
	Tamara Niedzolkowski	

The Byway Committee would also like to thank all community members who attended public meetings and offered their input and local knowledge.

**The Mills Scenic Byway Committee developed this corridor management plan, in partnership with the Strafford Regional Planning Commission. This a “living document” that will be updated, as needed, to reflect the dynamic communities it represents, and the ongoing work of the Byway Bommittee.**

DRAFT



# Introduction

## Corridor Management Plan Overview

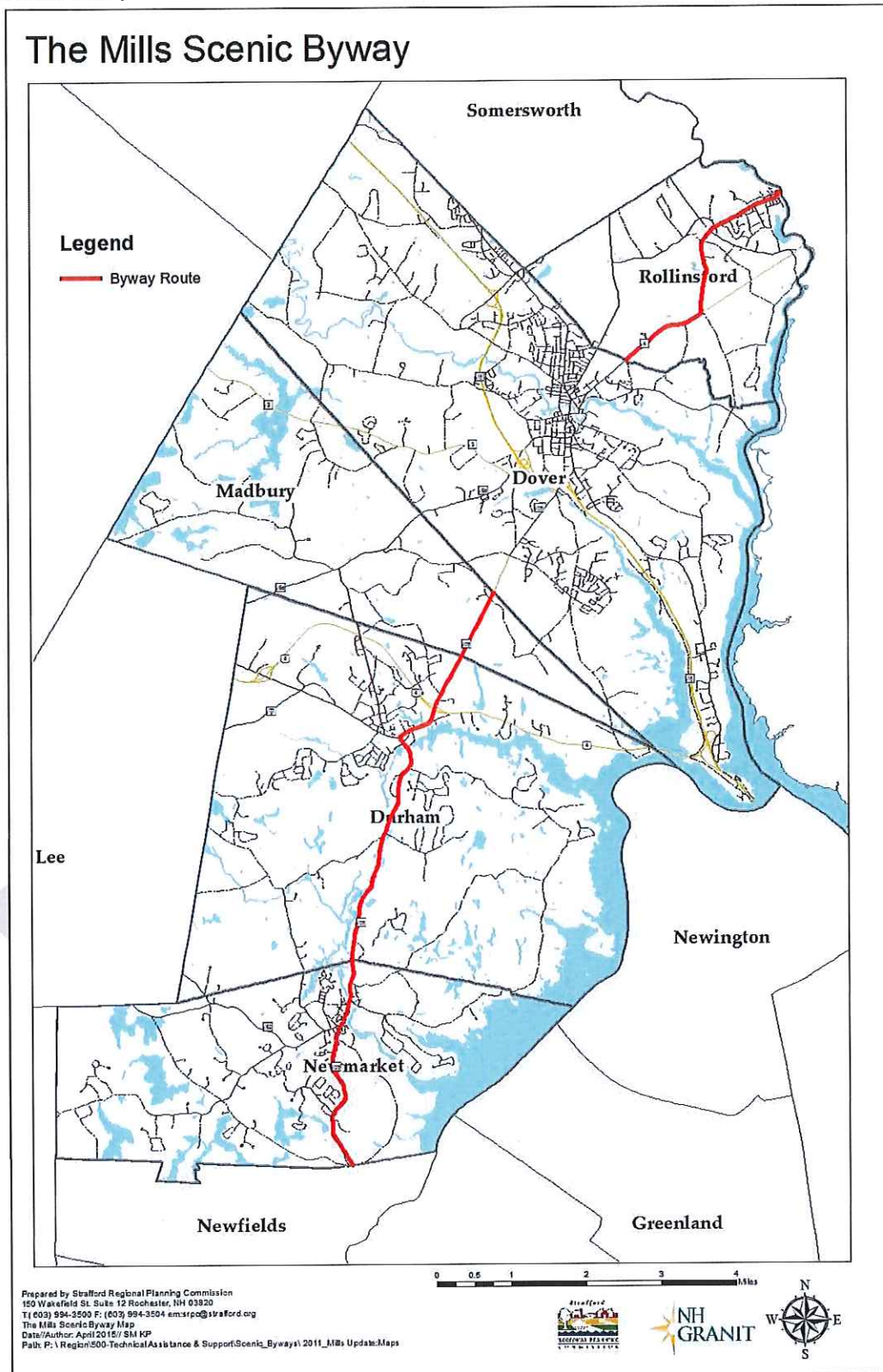
The Mills Scenic Byway Corridor Management Plan (CMP) describes existing conditions and outlines plans for the protection and enhancement of the byway's intrinsic qualities. It is important to note that this Plan is a tool for local byway communities and advisory groups. It is not a regulatory document, and it does not affect the ability of each town to make independent planning and regulatory decisions. Rather, it considers the route as a single, continuous corridor and makes recommendations for the management and promotion of the byway as a whole.

The purpose of creating such a plan is to identify ways that the four communities can collaborate to strike a balance between promotion and protection of the byway's resources. Although this plan addresses the byway corridor as a whole, it does not treat the route as a homogenous stretch of roadway. The plan's goal is just the opposite: to recognize that each community has its own character, history, development patterns, and goals for the future. At the same time, the plan identifies opportunities for cooperation and collective engagement that develop continuity along the route.

This document contains four main sections. The Introduction summarizes the planning process, introduces the vision statement, and lists the goals and objectives for the byway. The Existing Conditions section presents an inventory of the byway's intrinsic scenic, historic, cultural, natural, and recreational qualities. Next, the plan describes physical conditions, including traffic and safety, signage, land use and conservation, and existing bicycle and pedestrian facilities.

The *existing conditions* section provides the basis for the Management Plan, which provides broadly stated goals for managing transportation, development, land use regulations, conservation, and recreation along the byway. The *action plan* and *implementation schedule* link the Management Plan with the goals and objectives, detail potential actions, and a timeline for their completion.

Map 1. Corridor Map





## Planning Process

The Strafford Regional Planning Commission (SRPC) received funding through their Unified Planning Work Program to assist the towns of Newmarket, Durham, Madbury, and Rollinsford in creating a CMP for the Route 108/Route 4 Corridor. The four communities contributed in the form of volunteer time for committee participation. The Scenic Byways program is a federal program administered by the New Hampshire Department of Transportation (NHDOT).

Using a participatory process consistent with the FHWA's Context Sensitive Solutions (CSS) principles, SRPC worked with all four towns to form a Byway Committee and held a series of public meetings. CSS is a collaborative, interdisciplinary approach that involves all stakeholders in designing a transportation facility that fits its setting. It is an approach that leads to preserving and enhancing scenic, aesthetic, historic, community, and environmental resources, while improving or maintaining safety, mobility, and infrastructure conditions.

SRPC invited a number of different public entities to be actively involved in the planning process including planning boards, selectboards, town representatives and local citizens. In addition, SRPC also reached out to local Heritage Advisory Commissions, Historical Societies, Conservation Commissions, Planning and Community Development personnel, Town Librarians, and Economic Development Directors. Staff members from the Department of Transportation, a state agency, were able to participate on the Byway Committee.

The development of the Mills Scenic Byway Corridor Management Plan initially began in early 2009. It was picked back up in 2011 and again in 2014. A summary of public events and meetings is shown in Table 3.

## About the National Scenic Byway Program

- **What is it?** The Federal Highway Administration (FHWA) administers the National Scenic Byway Program (NSBP). The NSBP "is a grass-roots collaborative effort established to help recognize, preserve and enhance selected roads throughout the United States."\* Each state has a byway program agency that administers the program and acts as a liaison with local byway groups. In New Hampshire, the byway program resides within the Department of Transportation.
- **Mission:** To provide resources to the byway community in creating a unique travel experience and enhanced local quality of life through efforts to preserve, protect, interpret, and promote the intrinsic qualities of designated byways.\*
- **What are "intrinsic qualities"?** Intrinsic qualities are defined by the NSBP as "features that are considered representative, unique, irreplaceable, or distinctly characteristic of an area." They are the collection of the resources that express the byway's character, interest, and appeal. They can be natural features, man-made structures, or important historic sites.\*\*
- **Funding:** With the new transportation legislation, Moving Ahead for Progress in the 21<sup>st</sup> century (MAP-21), funding that was once available through the Transportation Alternatives Program for scenic byways is no longer provided. The New Hampshire Department of Transportation (NHDOT) suggests seeking out alternative forms of funding.
- **Promotion, Not Regulation:** Designation as a state or national scenic byway brings no extra regulatory burden on local communities except to prohibit billboards along the route. Local byway groups are responsible for developing a plan for their byway and for promoting the protection of key resources. These groups can advise municipalities on protection efforts; however, they do not have any regulatory authority. Local byway groups can also work on promotional projects such as developing websites, interpretive materials, and events that celebrate the byway's unique characteristics.

\*<http://www.bywaysonline.org/program/>

\*\*<http://www.bywaysonline.org/program/iq.html>

**Table 3 - Public Participation Process**

Events/Meeting	Date/Time/Place	Goal	Outcome
Proposed Mills Scenic Byway Public Hearing	January 29, 2014 7PM Oyster River Community Room 49 Madbury Rd Durham NH	Give the public a chance to hear about the byway and make comments	
Informational Meeting	Tuesday April 14, 2015, 7:00pm Madbury Town Hall	Update the public on the status of the byway and gather volunteers for a Corridor Advisory Committee	Initial meeting with new SRPC staff: discussed current state of the byway and CMP, planned next meeting in May to start forming a committee.
Committee Meeting	Tuesday May 19 <sup>th</sup> 2015, 5:30pm Madbury Town Hall	General planning and committee formation.	Reviewed byway committee requirements and CMP approval process, discussed unique town characters, and distributed resources and assignments to committee members.
Committee Meeting	Wednesday, June 24, 2015, 5:30 pm Rollinsford Public Library,	General planning and work task assignments	Reviewed appointment letters for the advisory committee, discussed byway purpose and goals, assign CMP writing tasks.
Committee Meeting	Wednesday July 22, 2015, 5:30 Newmarket Public Library	General Planning and work task updates	Introduced new committee representative from Madbury, discussed financial management challenges and marketing opportunities, reviewed CMP work and submission process
Committee Meeting	Wednesday, September 16, 2015 6:00 pm Durham Town Hall	General planning and review of byway process requirements.	Planned for upcoming visioning session, discussed logo design, nominated committee chair, reviewed CMP approval timeline.
Public Visioning Session	Thursday, November 5 <sup>th</sup> 2015 Newmarket Town Hall 6:30pm	Receive committee and public input for designing a vision and goals for the byway.	Conducted visioning exercise and recorded input from meeting attendees. Incorporated comments into CMP
Committee Meeting	Tuesday, January 19 <sup>th</sup> , 2016, 6:30pm Durham Town Hall	CMP editing and approval process.	Reviewed recent work on CMP, discussed possible marketing opportunities and byway expansion.

According to FHWA Interim Policy (Federal Register Vol. 60, No. 96, 1995), corridor management plans must incorporate fourteen components for any byway application for national designation. Although at this time, there are no plans to nominate the Mills Scenic Byway for national recognition, incorporating the fourteen required elements ensures that this CMP is comprehensive.

The CMP is a visioning exercise expressing the local communities' ideas and values; it is a snapshot in time of what the Mills Scenic Byway looks like today; and it is an action plan detailing measures to be taken to ensure that residents and visitors will continue to enjoy its valuable features. This CMP is not static. Rather, it should be considered similar to any local or regional plan that requires periodic updates.



### Federal Highway Administration Requirements 14 Points

The Federal Highway Administration put forth the following requirements for byways that strive for National Scenic Byway recognition – as stated in the Interim Policy for the National Scenic Byways Program. Although the New Hampshire Scenic and Cultural Byway Committee does not require all fourteen points for byways not seeking national recognition, they recommend including the points in corridor management plans.

1. A map identifying the corridor boundaries, location of intrinsic qualities, and land uses in the corridor.
2. An assessment of the byway's intrinsic qualities and their context (the area surrounding them).
3. A strategy for maintaining and enhancing each of the byway's intrinsic qualities. Ask what you want the byway corridor to look like in 10-15 years and develop goals and strategies to help you get there.
4. A list of the agencies, groups, and individuals who are part of the team that will carry out the plan, including a description of responsibilities.
5. A strategy for how existing development along the corridor might be enhanced and how to accommodate new development while preserving the byway's intrinsic qualities.
6. A plan for on-going public participation.
7. A general review of the road's safety record to locate hazards and poor design, and identify possible corrections.
8. A plan to accommodate commercial traffic while ensuring the safety of sightseers in smaller vehicles, as well as bicyclists, joggers, and pedestrians.
9. A listing and discussion of efforts to minimize anomalous intrusions on the visitor's experience of the byway, such as landscape screening.
10. Documentation of compliance with all existing local, state, and federal laws about the control of outdoor advertising.
11. A plan to make ensure that the number and placement of highway signs will not get in the way of scenery, but still be sufficient for wayfinding
12. Plans for making and publicizing the byway.
13. Any proposals for modifying the roadway, using context sensitive design standards.
14. A description of what you plan to do to explain and interpret your byway's significant resources to visitors. Interpretation could be visitor centers, leaflets, audio tours, information panels, and special events. In this category, creativity makes a big difference.

## Existing Conditions

### Route Description

Starting at the northern end, the route starts at the border of South Berwick Maine, and Front Street in Rollinsford, New Hampshire. Continuing south from Front Street, the route turns right onto Main Street, and continues onto Roberts Road where the route intersects with NH Route 4, Portland Ave. The route continues down Portland Ave to the border of Rollinsford and Dover. The byway stops here and picks up in Madbury on Route 108 but it easy to continue through Dover along Route 108 to join the next leg of the route. The byway follows Route 108 through Durham and into Newmarket where the route ends at the town line of Newmarket and Newfields.

### Inventory of Intrinsic Qualities

According to the FHWA Scenic and Cultural Byway designation criteria, a route must possess qualities of regional significance from at least one of the following six intrinsic values: Scenic, Natural, Historic, Cultural, Archeological, and Recreational. The Mills Scenic Byway possesses noteworthy qualities of all six resources.

#### **Scenic Resources**

The Mills Scenic Byway offers a clear depiction of small, yet vital, communities along the coastal shores of the Lamprey, Oyster, Bellamy, Salmon Falls, and Cocheco Rivers that retain the character and appeal of historic mill towns. Such scenes still exist along the Route 108 and Route 4 Corridor. There are breathtaking views of rolling open hills bordered by forest and stone walls cut through by brooks and low-lying wetland marshes, views of pristine farmland that open up to downtown historic districts peppered with white church steeples, old mill buildings, river frontage, and park areas with access for nature walks and other recreational activities. These charming scenes illustrate historical New England mill towns which have seen a steady transformation from early sawmills, to thriving textile industry, to peaceful town centers or thriving small cities.

Traveling north on Route 108 in Newmarket the byway winds through the downtown and passes both Arbor and Schanda Parks. Together they offer remarkable views of the tidal portion of the Lamprey River and an old-style fishing weir that was used by the Swamscott Indians and early settlers. Next, the byway crosses over the newly (2009) state designated "Newmarket Veteran's Bridge" that overlooks the federally designated "Wild and Scenic" portion of the Lamprey River extending to the Macallen Dam and accompanying fish ladder.

Next, the byway winds along Route 108 heading north from the Town of Newmarket, passing the scenic Beaudette Farm property as well as a portion of the Lamprey River and contiguous wetland areas. As the byway continues, it passes over the beautiful Oyster River, a designated waterway under the State Rivers Management and Protection Program. This portion of the byway is adjacent to the historic Oyster River Ambursen dam, the tidal portion of the Oyster River, and the 16-acre conservation easement around Mill Pond.

As a byway user crosses into Madbury the landscape opens up into undulating hills and local farmland. Here one will find a number of houses that were built in the late 1700s to the early 1800s and were homes to some of the largest dairy farms in the town.



After leaving the Dover downtown Historic District byway travelers enter Rollinsford on Route 4. There travelers can enjoy scenic views of 18<sup>th</sup> and 19<sup>th</sup> century farms, which remain untouched including the Yeaton Farm (there are several more on Roberts Road established years ago by the Roberts and Wentworth families). Viel Farm on Roberts Road is a second generation working farm and now a popular farm stand that offers local vegetables and gorgeous views year-round.

### **Natural Resources**

Despite a long and colorful history that has spanned nearly four centuries much of the land beside the Mills Scenic Byway remains undeveloped. Travelers along the byway have the opportunity to enjoy a wide variety of natural resources, including Town and City parks, forests, rivers, rock features, wetlands, and other wildlife conservation areas that host a plethora of plants, birds, and animals. Preserving these areas and natural features are a high priority for the municipalities along the route for the ecological services they provide, their visual value, and for associated recreational use.

A few highlights of the byway's natural and protected lands include: Heron Point Sanctuary (a 32-acre Conservation Commission Site), Schanda Park, and Split Rock (a well-known local landmark, visible in many historical photographs) in Newmarket; the Lamprey River Preserve, Doe and East Foss Farm, the Powers Easement (95-acres), the Gowdy & Farrell Easement (55-acre), Old Landing, Mill Pond, and Jackson's Landing in Durham; the Brett Easement in Madbury, which is a 53-acre conservation easement that ensures the protection of approximately 1,300-feet along Gerrish Brook, a tributary to Johnson Creek connecting to the tidal portion of the Oyster River (this easement also marks the Great Bay Resource Protection Partnership's 100<sup>th</sup> project resulting in the conservation of 5,800 acres around the Great Bay to date); the Bellamy and Cocheco Rivers in Dover; and the Rollinsford Town Forest.

### **Historic Resources**

The Mills Scenic Byway is rich with history, exemplified by the many historic sites, districts, and structures from different time periods. European settlement began in the early 1600s and Dover was first established in 1623 – it is the oldest permanent settlement in New Hampshire and seventh oldest in the United States. The other towns were all established in the late 1720s and early 1730s, except for Rollinsford (incorporated in 1849). The historical settlement patterns of coastal New England remains evident today, with pastoral agricultural lands surrounding centers of commerce along rivers.

Before European settlement Native American tribes lived in villages along the Lamprey, Oyster, Bellamy, Salmon Falls, and Cocheco Rivers. In the early 1600s, white settlers began to claim these areas for farming and raw materials. These early days of colonial seaports along the rivers led to successful shipbuilding industries well into the 1700s. Beginning roughly in the 1820s, the Industrial Revolution stimulated rapid growth in small communities and brought factories, large homes, shops, and other institutions. During this time, stone mills, early corporations, public and religious institutions, as well as many homes and business blocks were built. Cotton textile production was a leading manufactured product and spanned decades of successful mill operation through the middle of the 20<sup>th</sup> century. Today, the seacoast is home to a thriving small business community. The history of the 19<sup>th</sup> century textile mills is the common element found along the byway.

In Newmarket, the system of cotton textile production and corporate organization established in the 1820s was based on practices developed between 1813 and 1820 by the Boston Manufacturing Company at Waltham, Massachusetts and introduced water-powdered weaving production of cloth.



Despite being modeled after the factories in the Waltham system, the most significant difference was the use of granite instead of brick, which set the pattern for company's early building. By 1832 three mills were completed and in full operation, containing a total of 13,824 spindles, employing approximately 60 men and 613 women, and producing over 2,250,000 yards of cloth which averaged ten cents a yard.

While there are currently no historic manufacturing sites existing in Durham; the Oyster River Ambursen Dam was the site of the Old Jenkins Mill in the mid-1800s. This mill stood until it eventually collapsed from decay and the weight of snow, reportedly in about 1955. The foundation remains today.

In Rollinsford, the Salmon Falls Manufacturing Company began producing woolen cloth in the early 1820's. Under the leadership of James Rundlet (Portsmouth, NH), the mills quickly became a competitive force in the market. Within ten years, Salmon Falls was producing nearly 7 percent of all broadcloth in the United States.

Today, the Mills offer a miniature view of nineteenth century industrial life and a perfect environment to revisit the way of life in a New England mill town.

Each municipality, except for the Town of Madbury, has a Historic District where these mills remain and function as focal points for development of more recent engineering, professional services, and commercial industries. Durham, Dover, and Rollinsford's districts are registered with the National Register of Historic Places.



There are several graveyards and cemeteries that can be found along the byway, that contain many historic grave sites. In Newmarket, there is a historic graveyard located right behind the Police Station. In Rollinsford, Old Town Cemetery abuts the Viel Farm and contains many historic grave sites from the 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> centuries. Across the street from the graveyard in one corner of New Town Cemetery is the site of the original school house in Rollinsford. A historic marker tells of the Sullivan School established in the 1700s.

There is also a section of Route 4 in Rollinsford that runs parallel to the Newichawannock trail; a pre-1600 Native American roadway used by Revolutionary War soldiers traveling from Maine and New Hampshire to Boston.

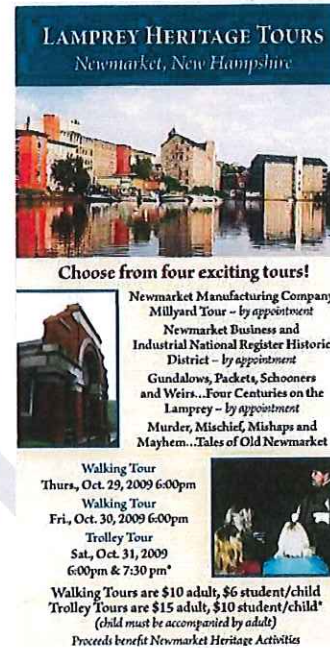
Many other historic buildings and structures line the byway, including the Engine House (1852), John Webster Hall (1884), a War Era Cannon, and the Robert White Memorial Stone in Newmarket; the General John Sullivan House (pre-1764), Pines Guest House (pre-1760), Durham Courthouse (1825), Red School House (1790), Mark Willey House (1770), and the Windborn Adams House (1750) in Durham; Gerrish House (1840), the Adams House (1750), the Meserve House (1750) and the Hopey-Rinta House in Madbury; and Tuttle Square, Kirkland Street, First Parish Church (1829), William Hale House, Morton Park with the Towns Civil War Monument, two civil war era cannons, the Sullivan School (established in the 1700s) and the Ramsdell Building (Town Hall) in Rollinsford.



### Cultural Resources

The municipalities along the Mills Scenic Byway all have classic New England character, offering cultural events for both residents and visitors. While in Newmarket visitors can visit the John Webster Library (1884), the Ampers& Gallery (located in historic Mill No. 6), and the Stone School Museum (1841). Just a short walk up the hill travelers can also visit one of the most unique places in the entire Seacoast – the Stone Church (1832), which is known throughout New England as an unforgettable place to both play and hear live music. Every year, the Town of Newmarket also plays host to Olde Home Day and the Heritage Festival. Byway users traveling through the Town of Durham can visit the Mill Pond Center for the Arts, located in downtown, which is a non-profit organization offering high-quality programs in the visual, language, and performing arts that enrich the local culture by attracting not only local talent, but national talent to the area. In the Town of Rollinsford, the Garrison Players Art Center (1953) is dedicated to enriching the cultural life of Dover and the surrounding communities by presenting high-quality theatrical productions geared for family audiences.

**LAMPREY HERITAGE TOURS**  
Newmarket, New Hampshire



**Choose from four exciting tours!**

- Newmarket Manufacturing Company Millyard Tour – by appointment
- Newmarket Business and Industrial National Register Historic District – by appointment
- Gundalows, Packets, Schooners and Weirs...Four Centuries on the Lamprey – by appointment
- Murder, Mischief, Mishaps and Mayhem...Tales of Old Newmarket


Walking Tour  
Thurs, Oct. 29, 2009 6:00pm

Walking Tour  
Fri., Oct. 30, 2009 6:00pm

Trolley Tour  
Sat., Oct. 31, 2009  
6:00pm & 7:30 pm\*

Walking Tours are \$10 adult, \$6 student/child  
Trolley Tours are \$15 adult, \$10 student/child\*  
(child must be accompanied by adult)

Proceeds benefit Newmarket Heritage Activities



The municipalities along the byway also have active Historical and Heritage Societies which offer guided walking tours of the surrounding area. These are just a few of the cultural qualities to be appreciated along the byway corridor.

### Archeological Resources

The Town of Newmarket possesses both ruins of the Foundation to Mill No. 8 (known as the Great Weave Shed) and the Covered Bridge Abutments (the only covered bridge in Rockingham County) that were washed away in the Mother's Day Flood in 2006. There are many other potential archeological sites that exist within the corridor; however, they do not currently contribute significantly to the byway traveler's experience.

### Recreational Resources

The recreational activities along the byway depend upon the natural elements of the corridor's landscape. The five rivers (Lamprey, Oyster, Bellamy, Salmon Falls, and Cocheco) all provide access points for anglers, kayakers, and swimmers right along the route. Water Street in Newmarket offers access points for kayak and canoe launches, as well as excellent fishing locations on the Lamprey River; most notably the Upper Narrows and Young's Cove. The Rockingham Country Club offers a 9-hole golf course open to the public. The most notable recreational resources along the proposed byway in Durham consist of the Church Hill skating rink and boathouse at Jackson's Landing. The Church Hill Skating Rink offers regular public skating, a variety of community skating events, teen skate nights, and ice hockey to the community and visitors. Located at Jackson's Landing is the University of New Hampshire (UNH) Boathouse which is utilized by the Great Bay Rowing, Oyster River High School, UNH rowing team and the general public. The newly conserved Brett Easement, in Madbury, offers land for hiking, snowshoeing, and wildlife observation right along the route. This area is also known for providing North American waterfowl breeding, migration, and wintering habitat for more than 20 species of migratory waterfowl species.

Many other parks and recreational facilities are located along the byway including Arbor Park, Schanda Park, and Lamprey River access in Newmarket; Guppey Park, Joe Parks Riverwalk and Gardens, Immigrant's Park, Fish Ladder Park, and Lamprey and Bellamy River Access in Dover; the Rollinsford Town Forest.

#### Site Access

Many sites can be accessed from the road but some noted sites may be accessed off the route or close to the route. These off-route sites might not be located in the "view shed" but serve as an important resource to the community. A view shed is considered to be what can be seen by a driver on the route.

Table 4 lists features found within the byway corridor that exemplify the six intrinsic qualities discussed above. Additional descriptive information, photos, and town-by-town maps can be found in Appendix A Table 4: Byway Inventory.

DRAFT



Table 4 Byway Inventory List

Site	Location	Distance from Route	Municipality	Intrinsic Quality
Fishing Weir	Route 108	200 yards	Newmarket	Scenic Historic
Lamprey River	Route 108	On route	Newmarket	Scenic Natural Recreational
Macallen Dam	Route 108	On route	Newmarket	Scenic
Arbor Park	Route 108	100 yards	Newmarket	Scenic Recreational
Schanda Park	Route 108	100 yards	Newmarket	Scenic Recreational
Heron Point Sanctuary	Route 108	200 yards	Newmarket	Natural Recreational Scenic
Split Rock	Route 108	50 yards	Newmarket	Natural Scenic
Historic Graveyard	Route 108	200 yards	Newmarket	Historic
Engine House	Route 108	On route	Newmarket	Historic
John Webster Hall	Route 108	On route	Newmarket	Historic Cultural
Newmarket Mills [No. 4, 5, & 6]	Route 108	On route	Newmarket	Historic Cultural
War Era Cannon	Route 108	On route	Newmarket	Historic
Robert White Memorial Stone	Route 108	On route	Newmarket	Historic
Newmarket Historic District	Route 108	On route	Newmarket	Historic
Ampers& Gallery [Mill No. 6]	Route 108	On route	Newmarket	Cultural
Stone School Museum	Route 108	100 yards	Newmarket	Cultural
Stone Church Music Hall	Route 108	100 yards	Newmarket	Cultural
Olde Home Day	Route 108	On route	Newmarket	Cultural
Heritage Festival	Route 108	On route	Newmarket	Cultural
Mill No. 8 Ruins	Route 108	100 yards	Newmarket	Archaeological
Water Street – River Access	Route 108	200 feet	Newmarket	Recreational
Powers Easement	Route 108	On route	Durham	Natural
Moat Island	Route 108	On route	Durham	Natural
Laroache Farm	Route 108	On route	Durham	Natural
Beaudette Farm	Route 108	On route	Durham	Natural
Moriarty/Gowdy Farrell Tract	Route 108	On route	Durham	Natural
Lamprey River Preserve	Route 108	On route	Durham	Natural
Doe Farm	Route 108	On route	Durham	Natural
East Foss Farm	Route 108	On route	Durham	Natural
Mill Pond	Route 108	On route	Durham	Natural Recreation
Jackson's Landing	Route 108	On route	Durham	Natural

Site	Location	Distance from Route	Municipality	Intrinsic Quality
				Recreation
Old Landing	Route 108	On route	Durham	Natural
UNH Macdonald Lot	Route 108	On route	Durham	Natural Recreation
Wagon Track/Old Dover Road	Route 108	On route	Durham	Natural Recreation Scenic
Oyster River Dam	Route 108	On route	Durham	Historic
General Sullivan Monument	Route 108	On route	Durham	Historic
General John Sullivan House	Route 108	On route	Durham	Historic
Pines Guest House	Route 108	On route	Durham	Historic
Three Chimney's Inn	Route 108	On route	Durham	Historic
Old Town Pound	Route 108	On route	Durham	Historic
School House Lane Cemetery	Route 108	On route	Durham	Historic
Old Durham Town Hall/Courthouse	Route 108	On route	Durham	Historic
Smith Chapel	Route 108	On route	Durham	Historic
Red School House	Route 108	On route	Durham	Historic
Mark Willey House	Route 108	On route	Durham	Historic
The Ledges	Route 108	On route	Durham	Historic
The Parsonage	Route 108	On route	Durham	Historic
The Winborn Adams House	Route 108	On route	Durham	Historic
The James Paul House	Route 108	On route	Durham	Historic
The Boathouse	Route 108	On route	Durham	Recreation
Oyster River	Route 108	On route	Durham	Scenic Natural Recreation
Lamprey River	Route 108	On route	Durham	Scenic Natural Recreation
Brett Easement	Route 108	On route	Madbury	Natural Recreation
Gerrish House	Route 108	On route	Madbury	Historical
Adams House	Route 108	On route	Madbury	Historical
Meserve House	Route 108	On route	Madbury	Historical
Hopey-Rinta House	Route 108	On route	Madbury	Historical
Thayer/McGivern House	Roberts Road	On route	Rollinsford	Historic
Roberts House	Roberts Road	On route	Rollinsford	Historic
Salmon Falls River Bridge	Main Street	On route	Rollinsford	Historic
Salmon Falls Manufacturing Co., Mills	Front Street	On Route	Rollinsford	Historic
Col Paul Wentworth House	Water Street	100 yards	Rollinsford	Historic
Mill Agent's House	Front Street/South	Off Route	Rollinsford	Historic
Town Civil War Monument	Roberts Road	On route	Rollinsford	Historic



Site	Location	Distance from Route	Municipality	Intrinsic Quality
Two Civil War Era Cannons	Roberts Road	On route	Rollinsford	Historic
Sullivan School	Roberts Road	On route	Rollinsford	Historic
<b>Town Hall (Alvah T. Ramsdell Building)</b>	<b>Main Street</b>	<b>On route</b>	<b>Rollinsford</b>	<b>Historic</b>
<b>Salmon Falls Historic District</b>	<b>Main Street</b>	<b>On route</b>	<b>Rollinsford</b>	<b>Historic</b>
Morton Park	Roberts Road	On route	Rollinsford	Historic
Rollinsford Town Forest/Scoutland	Main Street	On route	Rollinsford	Natural Recreation
Salmon Falls River	Front Street	On route	Rollinsford	Scenic Natural Recreation
Newichawannock Trail	Route 4	100 yards	Rollinsford	Historic
Old Town Cemetery	Roberts Road	On route	Rollinsford	Historic
Garrison Players Art Center (Hiram R. Roberts, Grange #194; Alvah T. Ramsdell, architect)	Route 4	On route	Rollinsford	Cultural
Yeaton Farm	Route 4	On route	Rollinsford	Scenic
Viel Farm	Roberts Road	On route	Rollinsford	Scenic
Colonel Paul Wentworth House	Water Street	50 Feet	Rollinsford	Historical

**Bold = Recognized in the National Register of Historic Places**

## Physical Conditions

### Traffic and Safety

Most of the Mills Scenic Byway is primarily made up of state-maintained roads: NH 108 in Newmarket, Durham, Madbury, and Dover; and Route 4 in Dover and Rollinsford. This route now includes Roberts Road, Main Street, and Front Street in Rollinsford, which are all classified as local roads.

There are three highway functional classification groups within the Mills Scenic Byway system: Rural Major Collector, Urban Minor Arterial, and Urban Collector. Functional classification is the process by which streets and highways are grouped into classes according to the character of service they are intended to provide.

The concept of a functional classification system has been helpful to states and their DOT's for many years as a management tool in a variety of areas pertaining to highways. Federal, State and local governments use this tool to assign jurisdictional responsibility, allocate funds, and establish appropriate design standards for roadways.

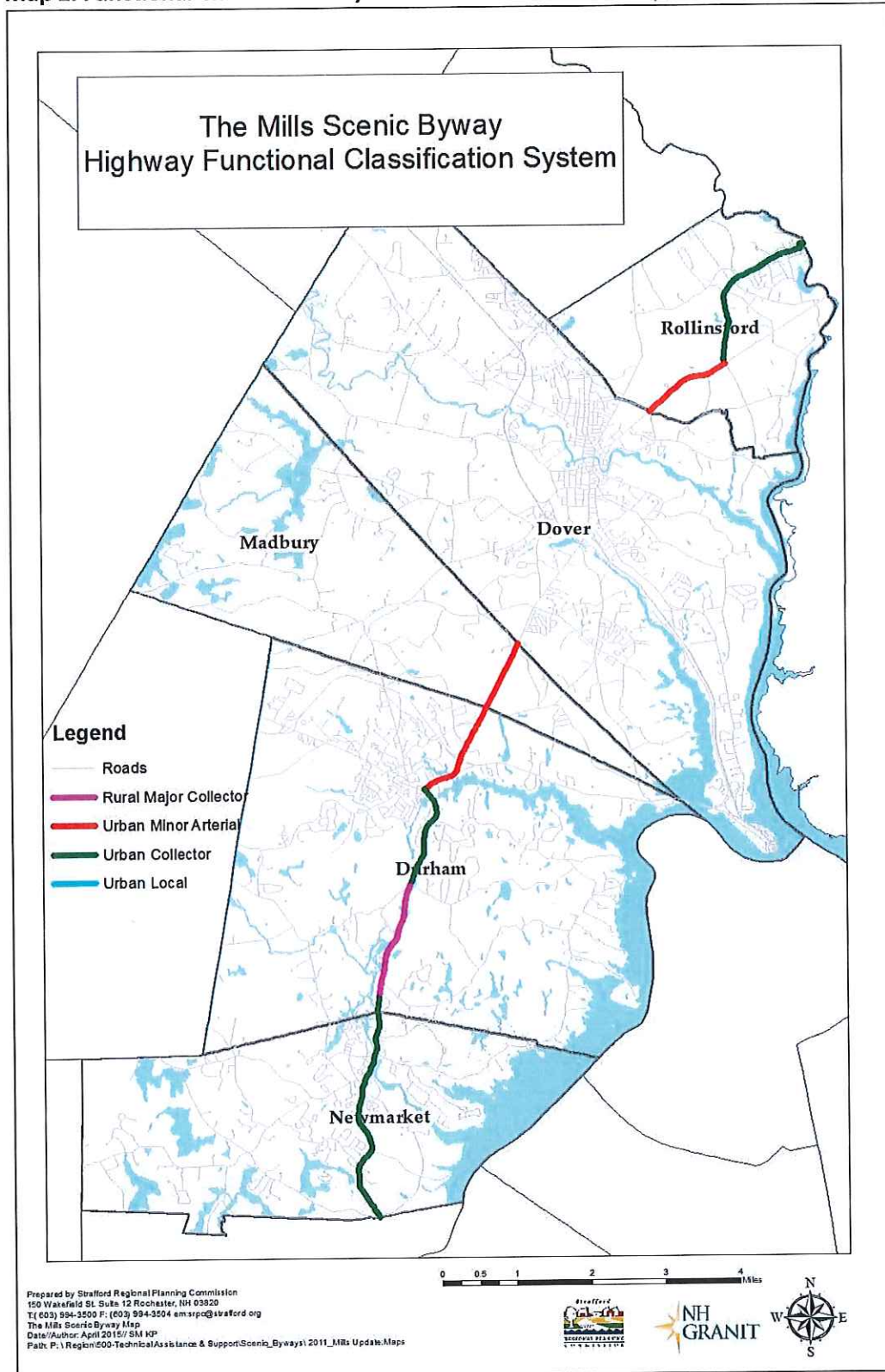


Table 5 - Highway Functional Classification System for Mills Scenic Byway

Function Class	Description
Rural Major Collector	<p>The Rural Collector Road System generally serves travel of primarily intra-county rather than statewide importance and constitutes those routes on which (regardless of traffic volume) predominant travel distances are shorter than on arterial routes. More moderate speeds will be typical. The characteristics of a rural collector system is subclassified according to the following criteria:</p> <ul style="list-style-type: none"> <li>• Provide service to any county seat not on an arterial route, to the larger towns not directly served by the higher systems, and to other traffic generators of equivalent intra-county importance, such as consolidated schools, shipping points, county parks, important mining and agricultural areas, etc.</li> <li>• Link these places with nearby larger towns or cities, or with routes of higher classification.</li> <li>• Serves the more important intra-county travel.</li> </ul>
Urban Minor Arterial	<p>The Minor Arterial Street System includes all arterials not classified as a principal and contains facilities that place more emphasis on land access than the higher system. This system should have the following characteristics:</p> <ul style="list-style-type: none"> <li>• Serves trips of moderate length at a somewhat lower level of travel mobility than principal arterials.</li> <li>• Provides access to geographic areas smaller than those served by the higher system.</li> <li>• Provides intra-community continuity but does not penetrate identifiable neighborhoods.</li> </ul> <p>The spacing of minor arterial streets may vary from 0.125 to 0.5 mile in the central business district to 2 - 3 miles in the suburban locations, but normally should not be more than 1 mile in fully developed areas.</p>
Urban Collector	<p>The Urban Collector Street System differs from the arterial system in that facilities on the collector system may penetrate residential neighborhoods. The characteristics of the collector street system are as follow:</p> <ul style="list-style-type: none"> <li>• Collects traffic from local streets in residential neighborhoods and channels it into the arterial system.</li> <li>• Provides both land access service and traffic circulation within commercial areas, industrial areas, and residential neighborhoods.</li> </ul>
Urban Local	<p>The Urban Local Street System offers the lowest level of mobility and the highest level of land access service. The characteristics for local street system are the following:</p> <ul style="list-style-type: none"> <li>• Comprises all facilities not on any of the higher systems.</li> <li>• Provides direct access to land and to higher road systems.</li> <li>• Through traffic usage is discouraged.</li> </ul>

[Source: Highway Functional Classification System]

Map 2. Functional Classification System





### Traffic Volume

The Strafford Regional Planning Commission collected weekday traffic data along the Byway during 2014 on behalf of NHDOT and municipalities, including traffic volume. Data were collected at 17 points. **Map 3** shows annual average daily traffic (AADT) at each point.

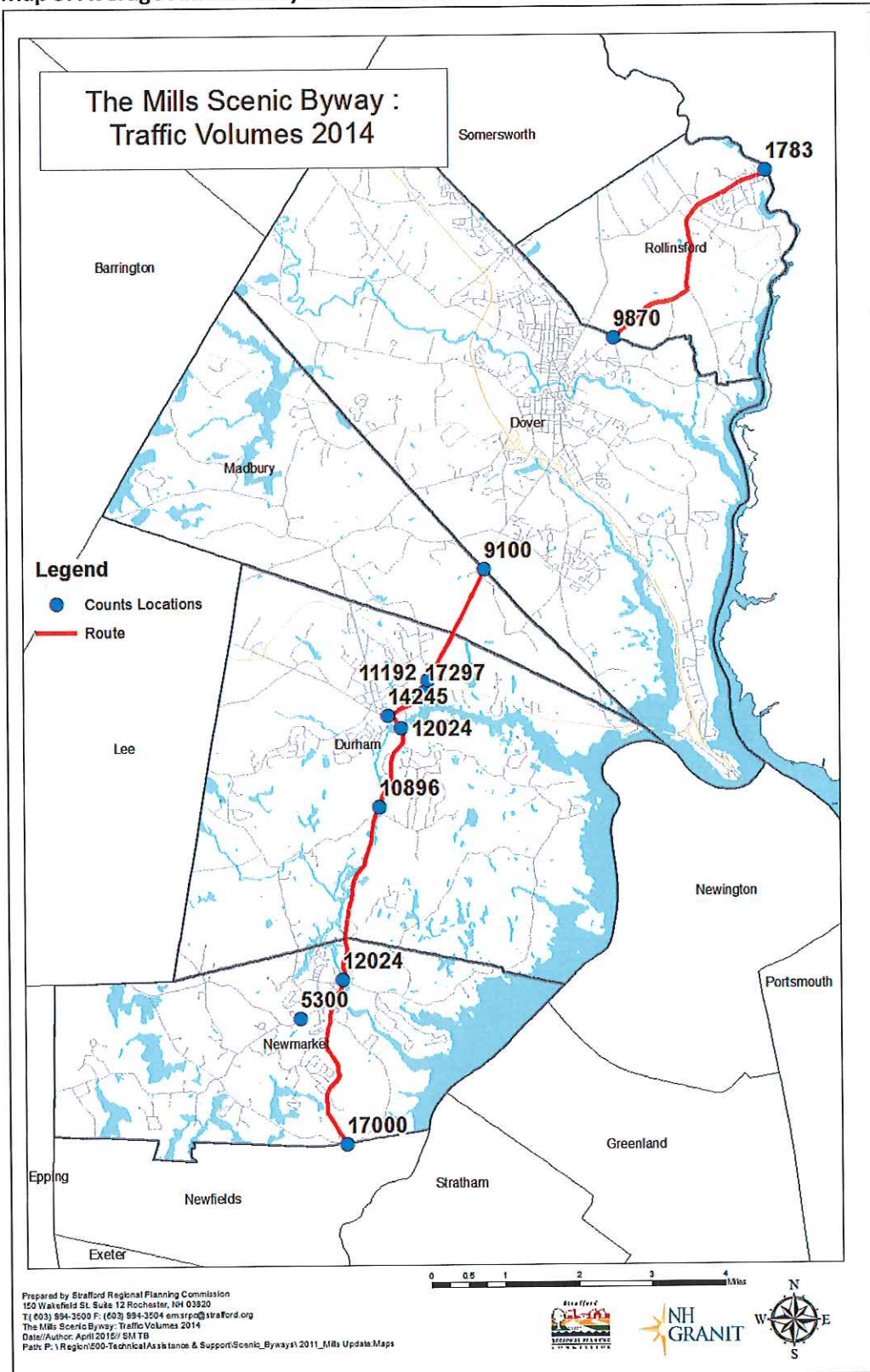
Because Route 108 is a major north-south corridor connecting both Rockingham and Strafford counties in southeastern New Hampshire, it is by far the most heavily traveled portion of the Byway.

In the most southern section of the byway: at the Newmarket-Newfields town line (across from the Rockingham Country Club), 17,000 vehicles per day were counted; with that number decreasing to 12,024 at the Lamprey River Bridge.

Continuing north, the heaviest traffic site is located in Durham south of Route 4 (17297). The section of Route 4 in Dover and in Rollinsford carries slightly lower traffic volumes with an ADDT of 9,870 at the Dover-Rollinsford town line. As the byway continues through Rollinsford and turns onto Roberts Road, Main Street, and Front Street the average daily traffic diminishes dramatically. Once onto these local roads the ADDT average dropped to approximately 1,783 vehicles per day.

Traffic data collected in 2014 reflect weekday traffic volumes only. For purposes of Byway planning, it may be helpful in the future to collect weekend traffic data, since many people traveling for leisure along the Byway may pass through on weekends. The difference in volumes between weekdays and weekends could be one indicator of how much leisure travel is occurring in the area. Similarly, traffic data collected during different times of the year could also be useful in discerning seasonal travel patterns.

Map 3. Average Annual Daily Traffic for 2014





### Traffic Speed & Accident Data

Over the data collection process, not all traffic locations were able to produce accurate speed data due to complications with traffic counters and other equipment malfunctions. With the inability to collect average vehicle speeds at all 17 points along the Byway, an individual speed and accident analysis was completed on a town-by-town basis. Each municipality provided speeding citations/warnings as well as collision data for years 2007-2011. While reviewing the data, it should be noted that there are limits to this kind of data collection and the following should be considered:

- Crash data are limited only to a count of the number of collisions reported to the police departments. Other factors which may be useful in trend analysis - such as direction of travel, severity, and causation factors - were not researched due to time constraints.
- Speed offenses are sorted by the approximate location of the offense as observed by officer(s), but may be slightly skewed toward the location of the traffic stop in some cases.
- When applicable school speed zones are set within municipalities. These speed control times are staggered between grades and speed enforcement in these areas is comparatively low due to two factors: traffic congestion and limited opportunity for officers to position themselves for enforcement.

Solutions for excessive speeding on the Bypass include either reducing the speed limit further to encourage traffic to slow down, or increasing the enforcement of existing speed limits. A further study may be needed to analyze the posted speed limit and enforcement efforts.

### Newmarket

In preparation for the corridor management plan for Route 108/Route 4 Byway, the Newmarket Police Department reviewed crash data and the citation history for the previous five (5) years. The data were sorted to approximate location on the corridor and is shown below.

**Table 6 - Traffic Speed and Accident Data for the Town of Newmarket**

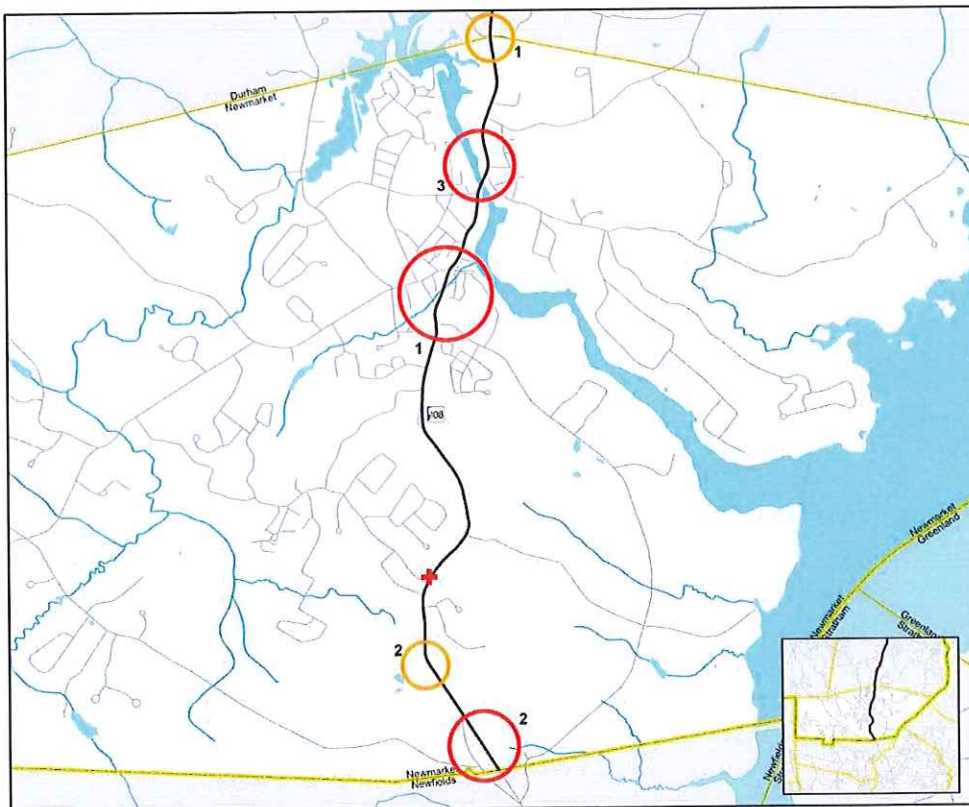
[Source: Newmarket Police Department]

	Speeding Citations & Warnings	Problematic Speeding Areas (highest frequency to lowest)	Collisions	Problematic Collision Areas (highest frequency to lowest)
2007	n/a	1) Durham town line at Simons Lane 2) Route 108 near Golf Course	n/a	1) Exeter Street "Bowl" Area (68) 2) Exeter Road near the Newfields town line (59) 3) North Main Street at Library North towards Durham (27)
2008	n/a		n/a	
2009	n/a		n/a	
2010	n/a		n/a	
2011	n/a		n/a	
<b>TOTAL</b>	<b>557</b>		<b>*168</b>	

\*1 fatal collision on Exeter Street (Route 108) at Hershey Lane in 2007

According to the Newmarket Police Department most of the accidents that have occurred in the Town have been associated with inclement weather and driver inattention; not speeding. While infrastructure improvements were being done in the downtown area, the department saw fewer collisions than expected and attributed this to slower speeds during construction. It should also be noted that traffic tends to increase substantially in the fall due to student enrollment at the University of New Hampshire.

**Map 4. Problematic Speeding and Collision Areas**



**N** Fatal Collision in 2007



Durham

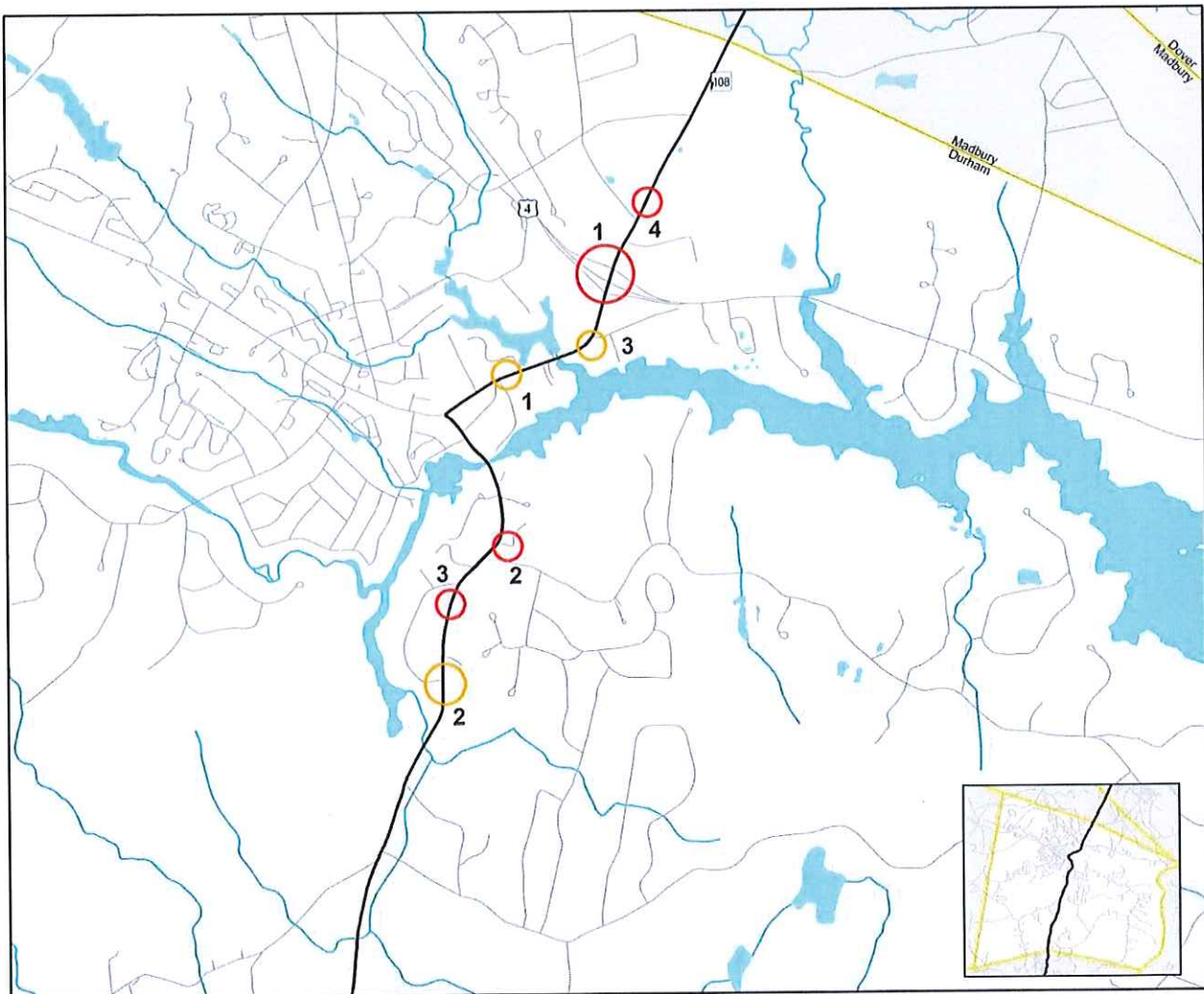
In preparation for the corridor management plan for Route 108/Route 4 Byway, the Durham Police Department reviewed crash data and the citation history for the previous five (5) years. The data were sorted to its approximate location on the corridor and is shown below.

**Table 7 - Traffic Speed and Accident Data for the Town of Durham**

[Source: Jen Johnson – Durham Police Department]

	Speeding Citations & Warnings	Problematic Speeding Areas (in no particular order)	Collisions	Problematic Collision Areas (in no particular order)
2011	812	1) Dover Rd at 28 Dover Rd (Old Landing Rd Intersection) 2) Newmarket Rd at Ketchum's Way 3) Dover Rd at Coe's Corner	34	1) Dover Rd at Route 4 Intersection 2) Newmarket Rd at Durham Point Rd 3) Newmarket Rd at Laurel Lane 4) Dover Rd at Canney Rd
2012	382		34	
2013	504		46	
2014	512		46	
2015	317		33	
<b>TOTAL</b>	<b>2,527</b>		<b>193</b>	

**Map 5. Problematic Speeding and Collision Areas**



Madbury

In preparation for the corridor management plan for Route 108/Route 4 Byway, the Madbury Police Department reviewed crash data and the citation history for the previous five (5) years. The data was sorted to its approximate location on the corridor and is shown below.

**Table 8 - Traffic Speed and Accident Data for the Town of Madbury**

[Source: – Madbury Police Department]

	Speeding Citations & Warnings	Problematic Speeding Areas (in no particular order)	Collisions	Problematic Collision Areas (in no particular order)
2007			2	1) Route 108 – NH College Road 2) Route 108 at Freshett Road 3) Route 108 at Durham Town Line
2008			6	
2009			4	
2010			8	
2011			n/a	
<b>TOTAL</b>			<b>20</b>	



Rollinsford

In preparation for the corridor management plan for Route 108/Route 4 Byway, the Rollinsford Police Department reviewed crash data and the citation history for the previous five (5) years. The data was sorted to its approximate location on the corridor and is shown below.

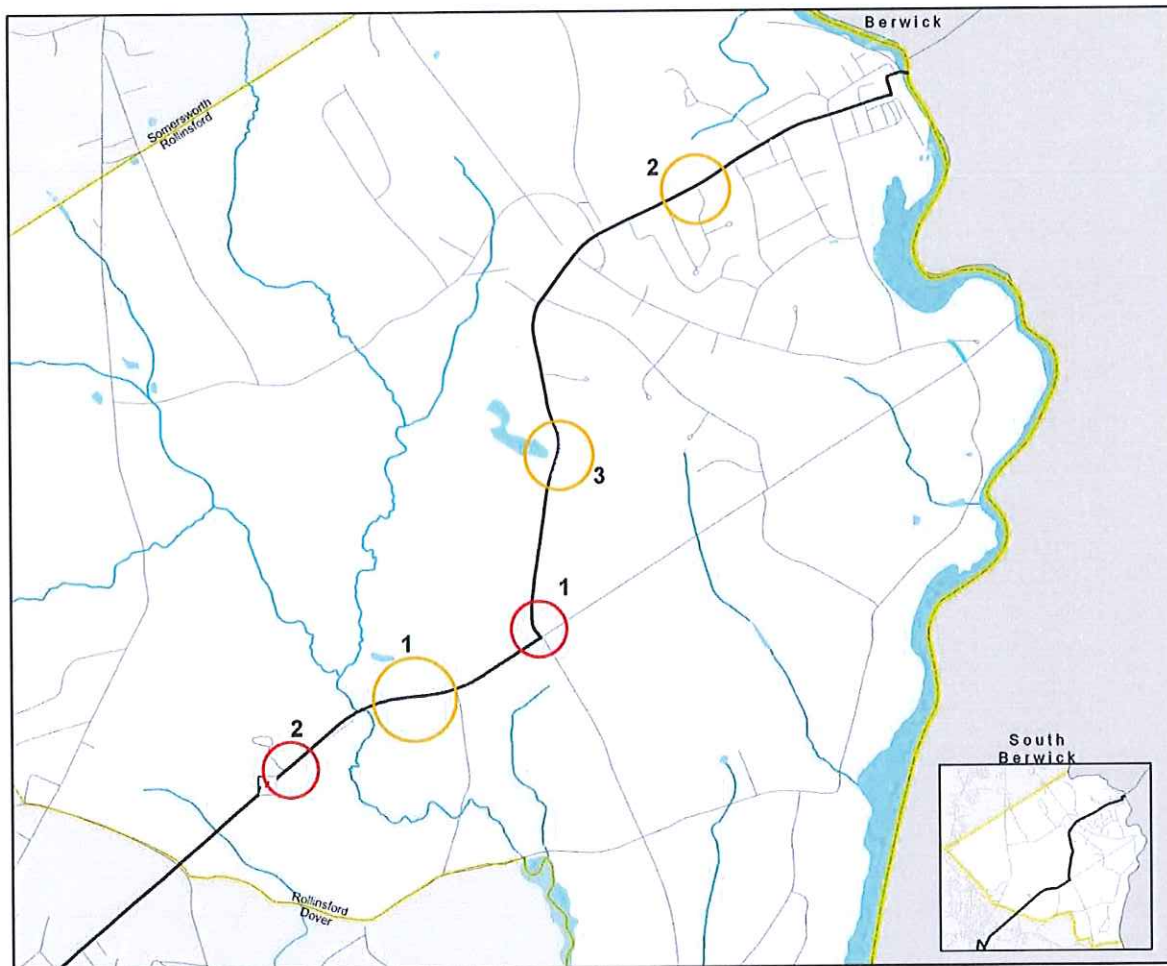
**Table 9 - Traffic Speed and Accident Data for the Town of Rollinsford**

[Source: Chief Robert Ducharme, Rollinsford Police Department]

	Speeding Citations Warnings	& Problematic Speeding Areas (highest frequency to lowest)	Collisions	Problematic Collision Areas (highest frequency to lowest)
2011	540	1) Portland Ave/Route 4 2) Main Street 3) Roberts Road	66	1) Portland Ave (Route 4) at Roberts Road 2) Portland Ave (Route 4) at Ross Road
2012	631		56	
2013	751		61	
2014	632		59	
2015	413		41	
<b>TOTAL</b>	<b>2967</b>		<b>283</b>	

\*Speeding and accident data included the entire portion of Portland Ave (Rte. 4); not all part of designated Byway.

**Map 9. Problematic Speeding and Collision Areas**



### Existing Road Signs

The majority of the Mills Scenic Byway Corridor, including NH Route 4 and NH Route 108, is classified as part of the Federal Primary Highway System. As such, these roadway sections are governed by 23 U.S.C. 131 (s), which restricts the use of billboards and other outdoor advertising signs along the roadway.

Currently, the proposed byway is not regulated by New Hampshire State Statute. However, should the New Hampshire Department of Transportation (NHDOT) approve this Corridor Management Plan and accept the route as part of its Scenic and Cultural Byways Program, NH RSA Section 238:24 would take effect for the entire route. NH RSA Section 238:24 limits signage on state-designated scenic and cultural byways except for directional, informational, or official signs and on premise signs. Despite the potential for the above mentioned regulation to take effect, the member communities of Rollinsford, Durham, Madbury and Newmarket have voiced support for the project.

Local industrial and commercial sign regulations for municipalities located along the proposed byway vary widely in specificity and stringency. Below, the different sign regulations for these communities have been summarized.

**Rollinsford:** Regulates sign size, height and illumination in its commercial and industrial zoning districts. Rollinsford prohibits the installation of temporary or permanent promotional signs, banners and placards on the exterior of any building and requires corrective measures to combat light pollution.

**Madbury:** Regulates its commercial and industrial zones by allowing each business or industry to erect one (1) sign, no closer than fifteen (15) feet from any street or side lot and a maximum of fifteen (15) square feet in area. Madbury limits the size of accessory signs to twelve (12) square feet and all signs are subject to approval by the Town Building Inspector to ensure compliance with safety measures, size, placement, and standards for conformance with neighboring industries and businesses.

**Durham:** Regulates the size, placement, method of illumination, architectural design and message types for signs within the community. Businesses in Durham are allowed a total of forty-eight (48) square feet of signage. One (1) Accessory Projecting Sign for each business, not to exceed twenty (20) square feet in area on either side, and no more than forty (40) square feet on all sides, is permitted. Wall signs cannot exceed ten percent (10%) of the area of the building face to which it is attached and in no case exceed forty-eight (48) square feet in size. Directory Signs, for businesses located on secondary streets within the Commercial District, may be allowed in the Town right-of-way if permission is granted by the Durham Department of Public Works and Town Administrator.

**Newmarket:** Utilizes a detailed sign ordinance which prescribes design guidelines and sets forth requirements for sign height, message area, methods of illumination, and sign placement for all zoning districts. Newmarket allows for not more than one (1) wall sign per lot; where a lot contains multiple businesses, one (1) wall sign is allowed for each business which does not exceed ten percent (10%) of the wall area to which it is attached. Newmarket also prohibits the use of off-site commercial signs, sets the maximum sign height to twelve (12) feet and message area to thirty-two (32) square feet.

Commercial enterprises within the proposed Mills Scenic Byway are clustered mainly in Downtown Newmarket. However, commercial and industrial development potential and sporadic commercial uses do exist in the less populated communities along the proposed byway. Additional signs along the corridor, aside from regulatory and warning signs, consist mostly of Guide Signs, Recreational & Cultural Interest signs and General Information Signs such as the examples shown in **Figure 1**.



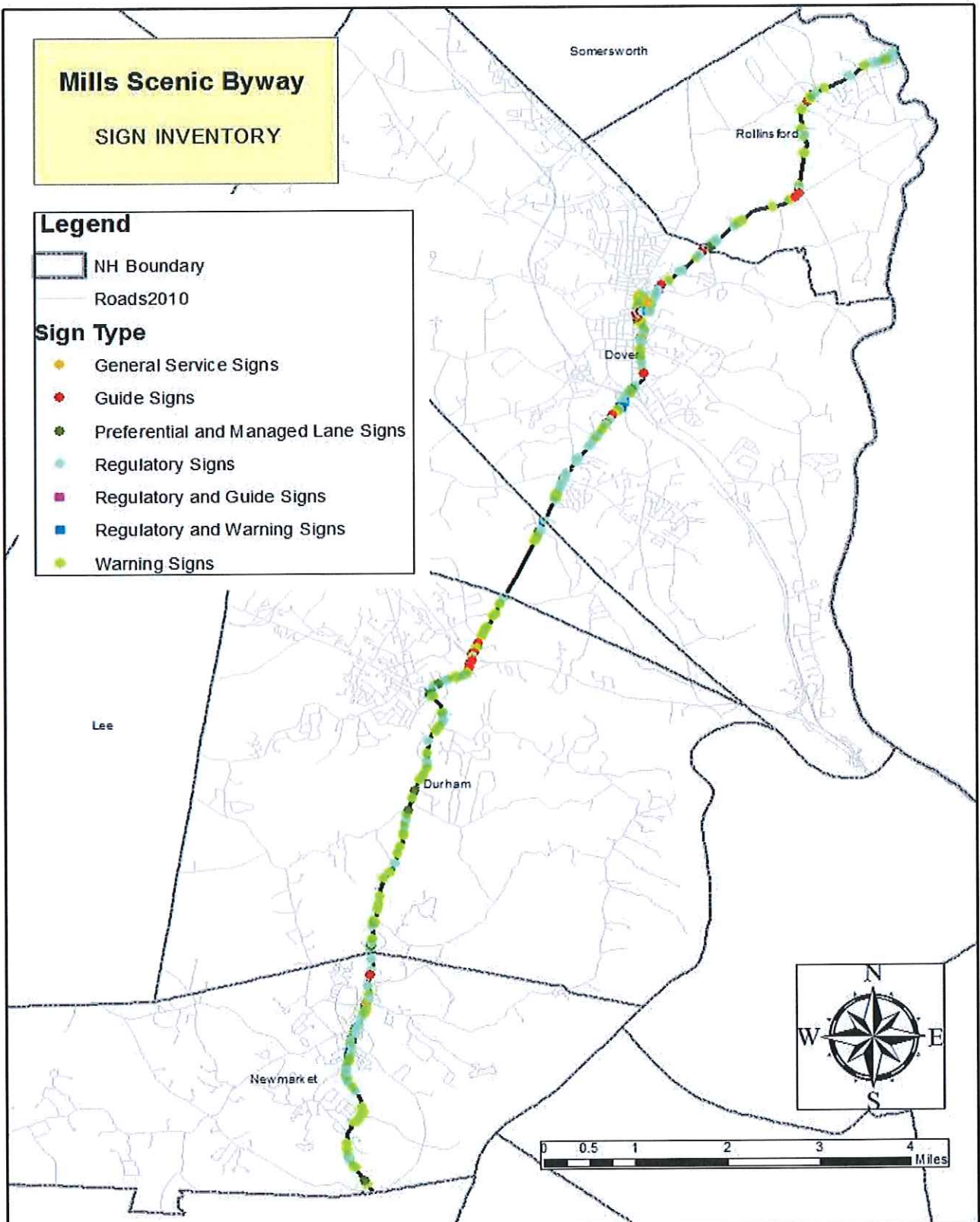
Figure 1 Example Guide, General Information Signs, and Recreational &amp; Cultural Interest



**Recreational or cultural interest areas** are attractions or traffic generators that are open to the general public for the purpose of play, amusement, or relaxation. Recreational attractions include such facilities as parks, campgrounds, gaming facilities, and ski areas, while examples of cultural attractions include museums, art galleries, and historical buildings or sites. **General Information Signs** are of interest to travelers, though not directly necessary for guidance. They include such items as State lines, city limits or other political boundaries, time zones, stream names, elevations, landmarks, and similar items of geographical interest, and safety and transportation-related messages. **Guide signs** are essential to direct road users along streets and highways: to inform them of intersecting routes; direct them to cities, towns, villages, or other important destinations; identify nearby rivers and streams, parks, forests, and historical sites; and generally to give such information as will help them along their way in the most direct manner possible.

In December 2011, SRPC conducted a sign inventory for the entire Byway route. The inventory consists of geocoded points for all warning, regulatory, guide and directional signs along the corridor. Sign types were referenced to appropriate codes from the Manual of Uniform Traffic Control Devices (MUTCD). **Map 10** shows the location and type of each sign. Warning, regulatory, and directional signage is adequate along the Byway, with sharp curves, intersections, school zones, and speed limits well marked.

Map10. Sign Inventory





### Bicycle and Pedestrian Levels of Service

SRPC conducted two inventories for the byway to determine its level of service (LOS) for both pedestrian and bicycle traffic. The Sustainable Cities Institute LOS Calculator, built by the Home Depot Foundation, generated assessments that provide insight into comfort and safety levels for pedestrians and cyclists for all segments of the byway. The calculator uses a series of variables such as shoulder width, road width, traffic volume and classification, pavement condition, speed limit and percentage of sidewalk to estimate a LOS for each roadway segment. LOS at various points along the route was then designated one of the following classifications: Extremely High, Very High, Moderately High, Moderately Low, Very Low, or Extremely Low. Road segments achieving an “Extremely High” LOS classification offer pedestrians or cyclists the most comfort and safety while a segment achieving a classification of “Extremely Low” is considered uncomfortable and even dangerous.

The LOS models utilize nationally accepted standards to calculate service levels on a roadway. However, it is important to mention that not all calculated LOS results necessarily portray the “real world” impression an individual may receive from actual conditions on the ground. For instance, although NH Route 4 in Rollinsford received an “Extremely High” bicycle LOS rating, a bicyclist on the ground may not feel comfortable due to the high rate of speed and traffic flows that occur at this section of the byway. Such discrepancies can be contributed to the model’s algorithm being more sensitive to shoulder width dimensions (bicycles are typically safer and more comfortable while using a roadway with wide shoulders) than it is to traffic speeds, volume and other calculated variables. The byway achieved LOS ratings for both pedestrian and bicycle traffic ranging from “Extremely High” to Extremely Low”. Poor pavement conditions, narrow shoulders, high speed limits, lack of dedicated bicycle lanes and sidewalks contribute to sections with lower LOS ratings. Areas that receive a higher LOS ratings generally support wider shoulders, lower traffic speeds and volumes, display quality pavement conditions and support amenities such as sidewalks.

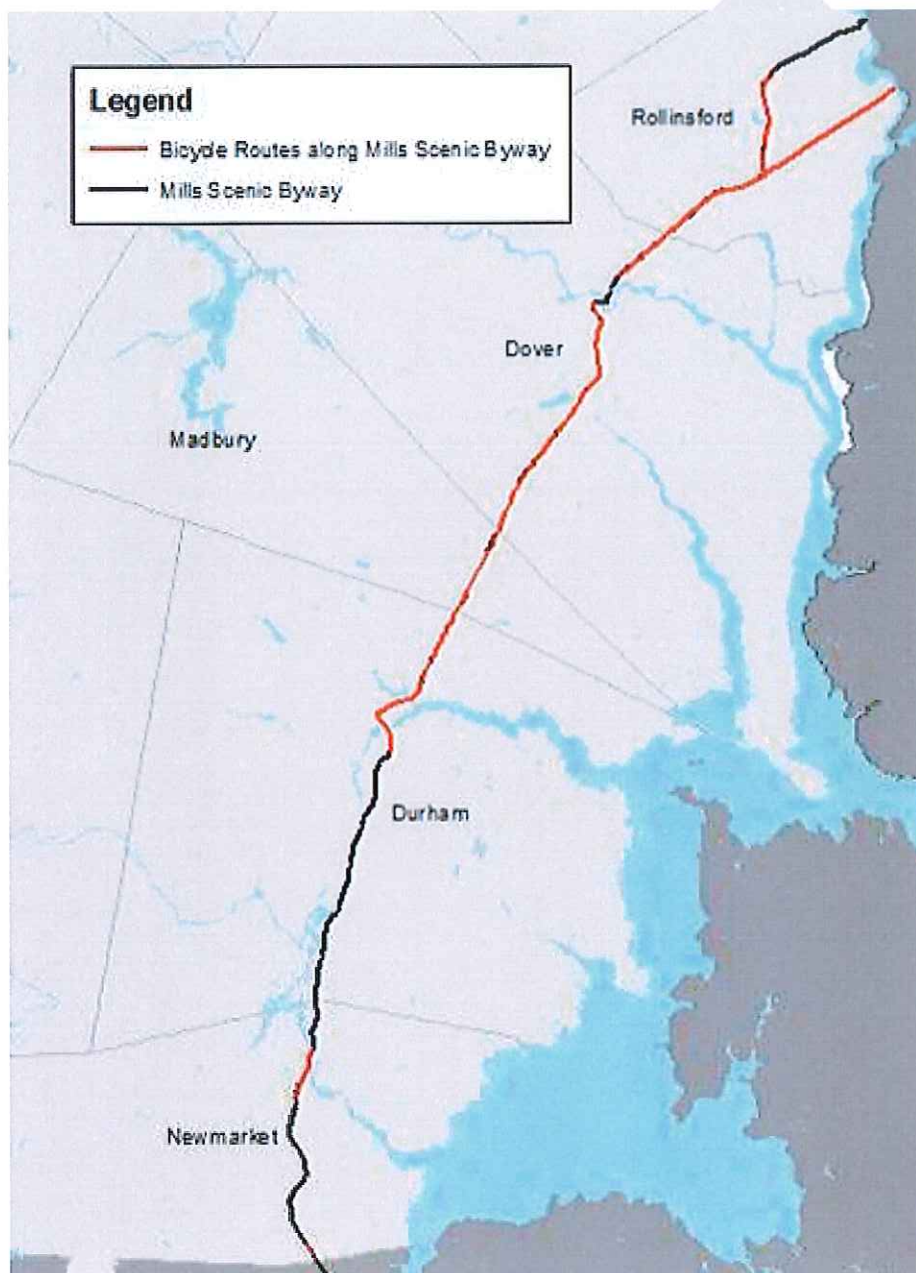
The byway does include several sections that support higher levels of service for pedestrian traffic. Downtown Village areas in Rollinsford, Dover, Durham and Newmarket all support diverse sidewalk systems that contribute to the walkability and high pedestrian service level ratings in these areas. However, the byway does include certain sections, such as Route 108 in Madbury, which achieved lower LOS ratings due the lack of sidewalks and presence of high traffic volumes and speeds.

The byway is very popular among cyclists for both recreation and commuting and bicycle-friendly infrastructure exists long many portions of the route, including recommended bike routes that have been designated by the NHDOT. **Map 11** below shows proportions of the byway with designated bike lanes. **Map 12** shows the level of bicycle activity in 2014. The data for Map 12 came from personal ride mapping software called *Strava*. Users can download a free application for their phone or other small device that will record multiple pieces of information including distance and speed. The data from this program are stored in large servers and can be purchased by agencies and organizations. NH Department of Transportation recently purchased data for 2014 that will contribute to several planning efforts.

Designated bike lanes can range from painted lanes, to signage warning drivers of bicycle activity.

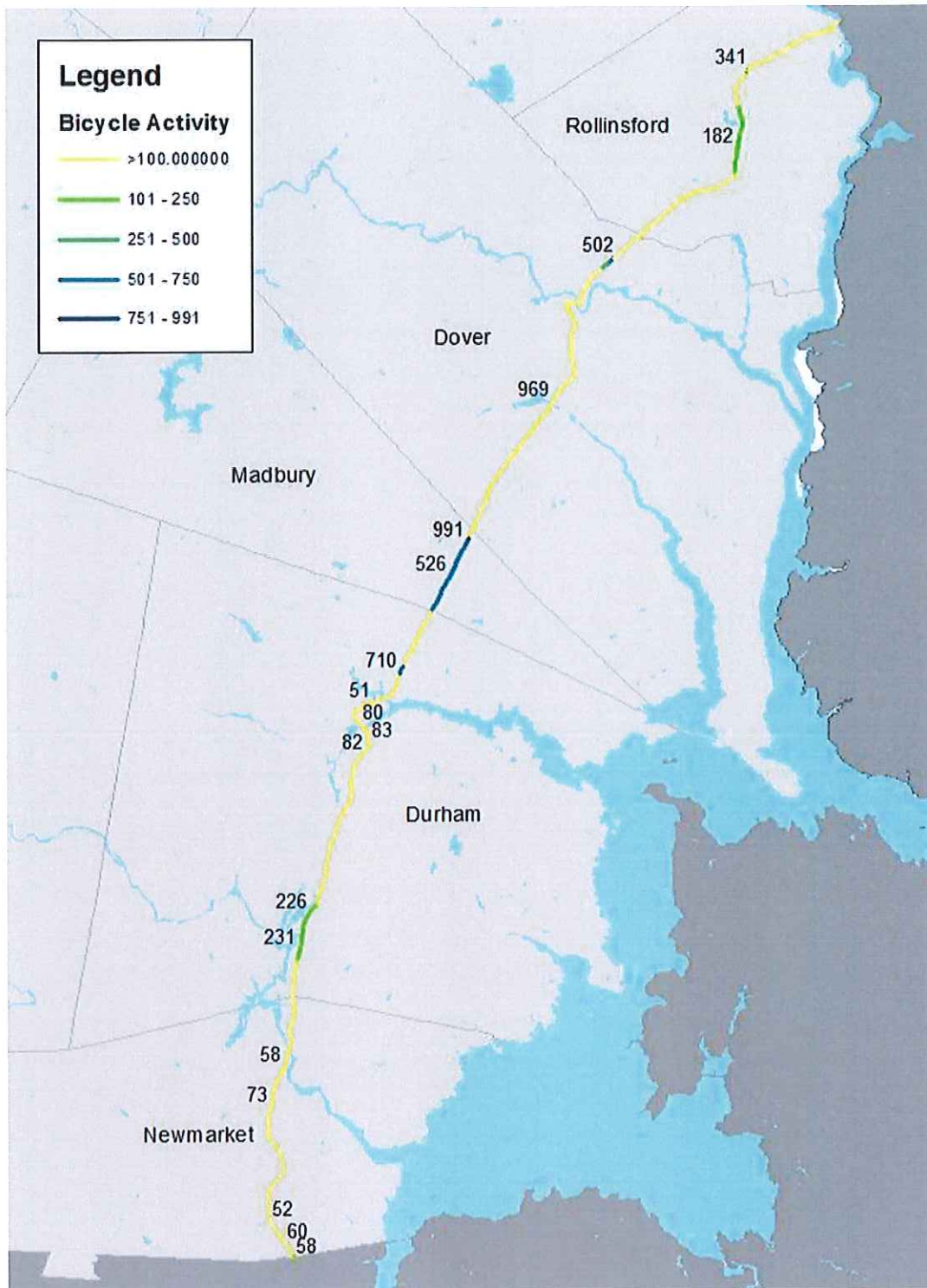


Map 11. Designated bike routes along the byway





Map 12. Bicycle activity along the byway in 2014

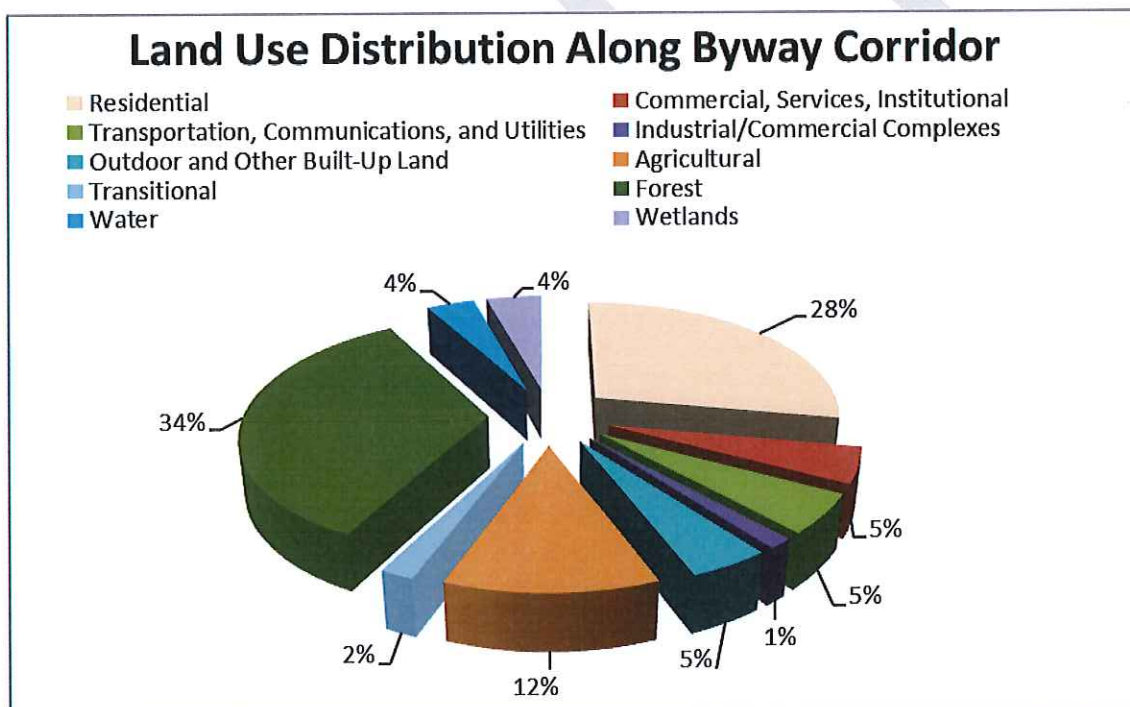


## Land Use and Conservation

The Mills Scenic Byway passes through mostly forested, rural, residential, and local agricultural land, with higher concentrations of residential and commercial land use in the historic downtowns of Newmarket, Durham, Dover, and Rollinsford. A GIS-based land use interpretation of the byway created by SRPC revealed that, as of 2010 (when aerial photos used for the interpretation were taken) roughly 46% of the land within half a mile of the route consisted of forest and agricultural land. The next most prevalent land use was residential (including single family/duplex, mobile home parks, and multi-family apartments), at 28%.

**Figure 2** and **Map 13** summarize existing land use along the byway. The historic downtown areas contain most of the commercial uses in the corridor, with businesses dotted elsewhere along the byway. The data provide a baseline for future analyses to gauge the rate and type of development occurring in the Byway corridor. Each municipality recognizes the importance of preserving rural character. All retain policies that best and most appropriately manage future development by outlining and following a Master Plan.

**Figure 2 - Land Use Distribution [Source: SRPC Land Use Database]**



### RSA 674:2 Master Plan; Purpose and Description

*"The purpose of the master plan is to set down as clearly and practically as possible the best and most appropriate future development of the area under the jurisdiction of the planning board, to aid the board in designing ordinances that result in preserving and enhancing the unique quality of life and culture of New Hampshire, and to guide the board in the performance of its other duties in a manner that achieves the principles of smart growth, sound planning, and wise resource protection."*

**Newmarket:** [Below are goals taken from Newmarket's Master Plan]

- *Maintain its small town atmosphere, especially downtown, where redevelopment of the mills was the primary concern and keeping residential growth under control.*



- *Commercial growth must be encouraged to ease the burdens of the taxpayers, though at the same time echoing the desire for a “small town” atmosphere.*
- *Slow the rate of residential growth, focus on downtown restoration, preserve the water supply, and increase the tax base with suitable commercial growth.*

**Durham:** [Below are goals taken from Durham’s Master Plan]

- *Maintain a community with an inviting, active, easily identified downtown, which supports varied shops of differing character.*
- *Envision a Town that encourages walking or riding a bike through a picturesque, bustling small community, with businesses and restaurants catering to all citizenry that is more involved in all aspects of growth, development and decision making, with a growing downtown and improved recreational facilities and gathering places.*
- *Continuing growth of southern New Hampshire, strive to maintain the small-town character, while supporting a healthy business environment.*

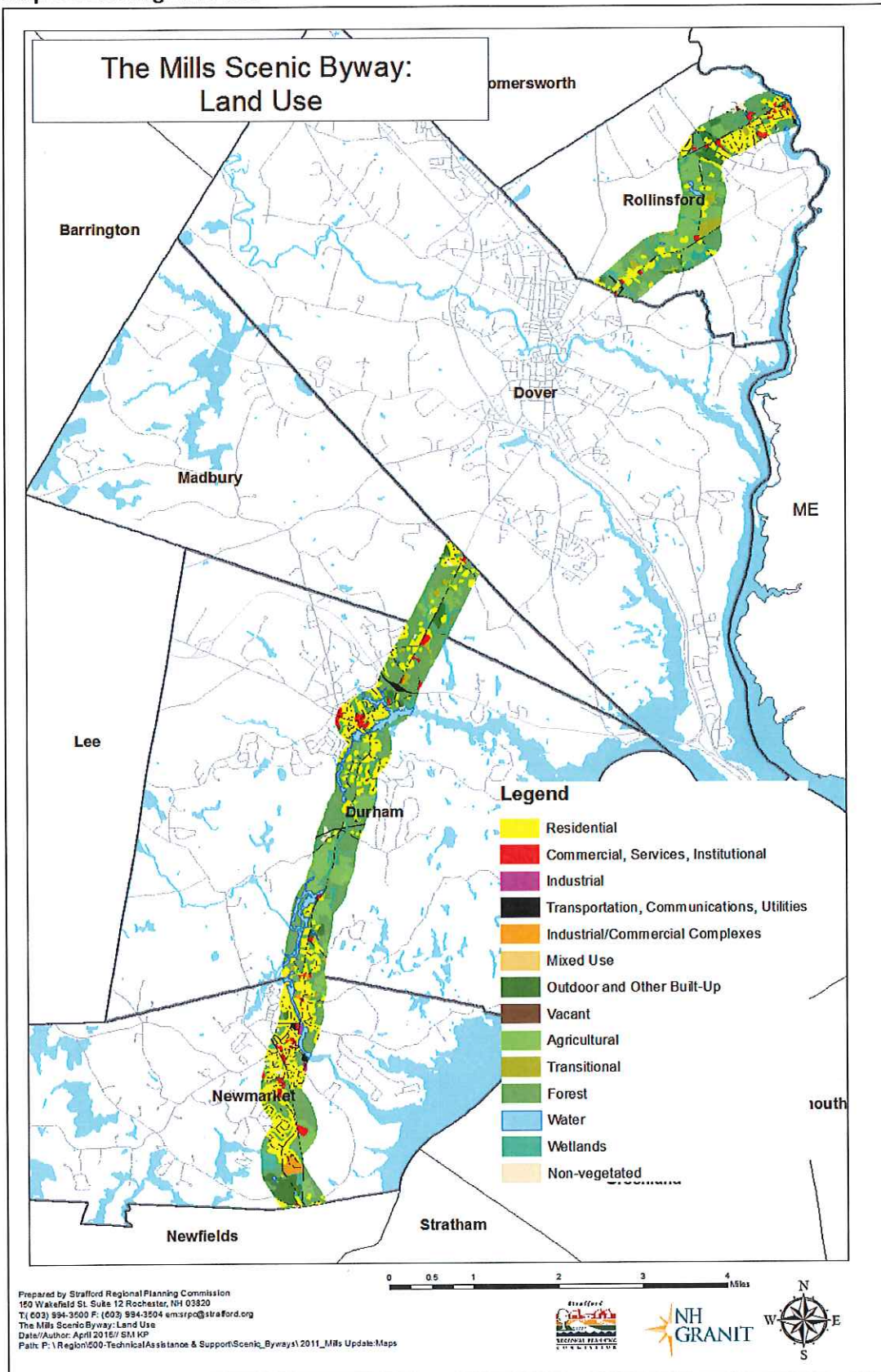
**Madbury:** [Below are goals taken from Madbury’s Master Plan]

- *The Vision for Madbury is to be a quality residential community that preserves and maintains the Town’s historic and rural character.*
- *Economic development should be accomplished in a manner that has a minimal impact on the natural resources, residents, local road network, and other Town services. Take steps to insure economic development is an overall improvement to the community as a whole.*
- *Concerted effort should be made to retain the traditional character of the town center, provide a sense of place, and enhance community identity.*

**Rollinsford:** [Below are goals taken from Rollinsford Master Plan]

- *Promote a sense of community, maintain the small town atmosphere, and protect the Town’s natural resources while maintaining economic and fiscal viability.*
- *Maintain a character of a rural and commuter community with a rural setting and the sense of community and community involvement found throughout town.*
- *Control the pace and location of developments through wise planning and land use decisions.*
- **674:16 Grant of Power.**
- *For the purpose of promoting the health, safety, or the general welfare of the community, the local legislative body of any city, town, or county in which there are located unincorporated towns or unorganized places is authorized to adopt or amend a zoning ordinance under the ordinance enactment procedures of RSA 675:2-5. The zoning ordinance shall be designed to regulate and restrict:*
  - *(a) The height, number of stories and size of buildings and other structures;*
  - *(b) Lot sizes, the percentage of a lot that may be occupied, and the size of yards, courts and other open spaces;*
  - *(c) The density of population in the municipality; and*
  - *(d) The location and use of buildings, structures and land used for business, industrial, residential, or other purposes.*

Map 13. Existing Land Use





**Table 10 - Newmarket Zoning [Source: Newmarket Zoning Ordinance]**

Zoning	Description
B1,B2	Provide areas suitable for businesses, which serve the community and/or people passing through Town on Route 108. Also provide a large area available for commercial, business and industrial development desired by the Town.
M1, M2, M3	Provide for the ongoing use of the mill buildings in the downtown to protect the important historic within the district and enhance the Lamprey River waterfront. Will enhance the commercial, social, civic, and residential functions of the village area. Also provide additional area for the development of professional office space and health care related uses, which are compatible with the existing nature and character of this predominately residential neighborhood.
M4	Ongoing use of the golf course and to facilitate adjacent commercial and residential development related to golf course use.
R2, R3, R4	Provide for an area of transition between the low-density (R-1) residential district and the more intensively developed districts in and around the village area. Intended for quality and high-quality neighborhoods with greater density and greater mix of uses. Permits multi-family residential use and high-density residential immediately adjacent to the village area.

**Table 11 - Durham Zoning [Source: Durham Zoning Ordinance]**

Zoning	Description
R, RA, RB	Preserve the rural character of the areas in Durham that have historically been rural, that are low-density, and areas that should remain rural and their agricultural heritage preserved. Maintain the integrity of existing high-density and medium-density residential areas while ensuring that new development, redevelopment, and expansions of existing buildings and structures are consistent with and maintain the established character of these neighborhoods.
RC	Protect the water quality of the community's principal surface waters and to preserve the rural character and scenic beauty of these coastal areas including the view of the shore as seen from the water. Designed so that the character of the district is maintained, the scenic quality of coastal areas is protected, and a significant amount of open space is permanently preserved.
C	Revitalize this area of the community by allowing a variety of retail and professional services including such businesses as banks, professional offices, restaurants, motor vehicle repair facilities, and gasoline stations. Multi-use is encouraged. Enhance the area's pedestrian nature and reinforce the pedestrian links to Downtown.
CC	Transition zone with controlled commercial development that preserves the scale and scenery of the area and highlights its natural features. Well-designed, high quality office and hospitality uses. Reuse of existing residential buildings for non-residential uses maintaining the character of the area.
OR	Provide an area along Route 108 for the development of high-quality office and research uses in a rural business park environment that maintains the rural appearance of the corridor and a sense of open space.

**Table 12 - Madbury Zoning [Source: Madbury Zoning Ordinance]**

Zoning	Description
RA	Provide for low-density residential development and developed in such a manner to maintain the open, rural character of the land for agricultural purposes.

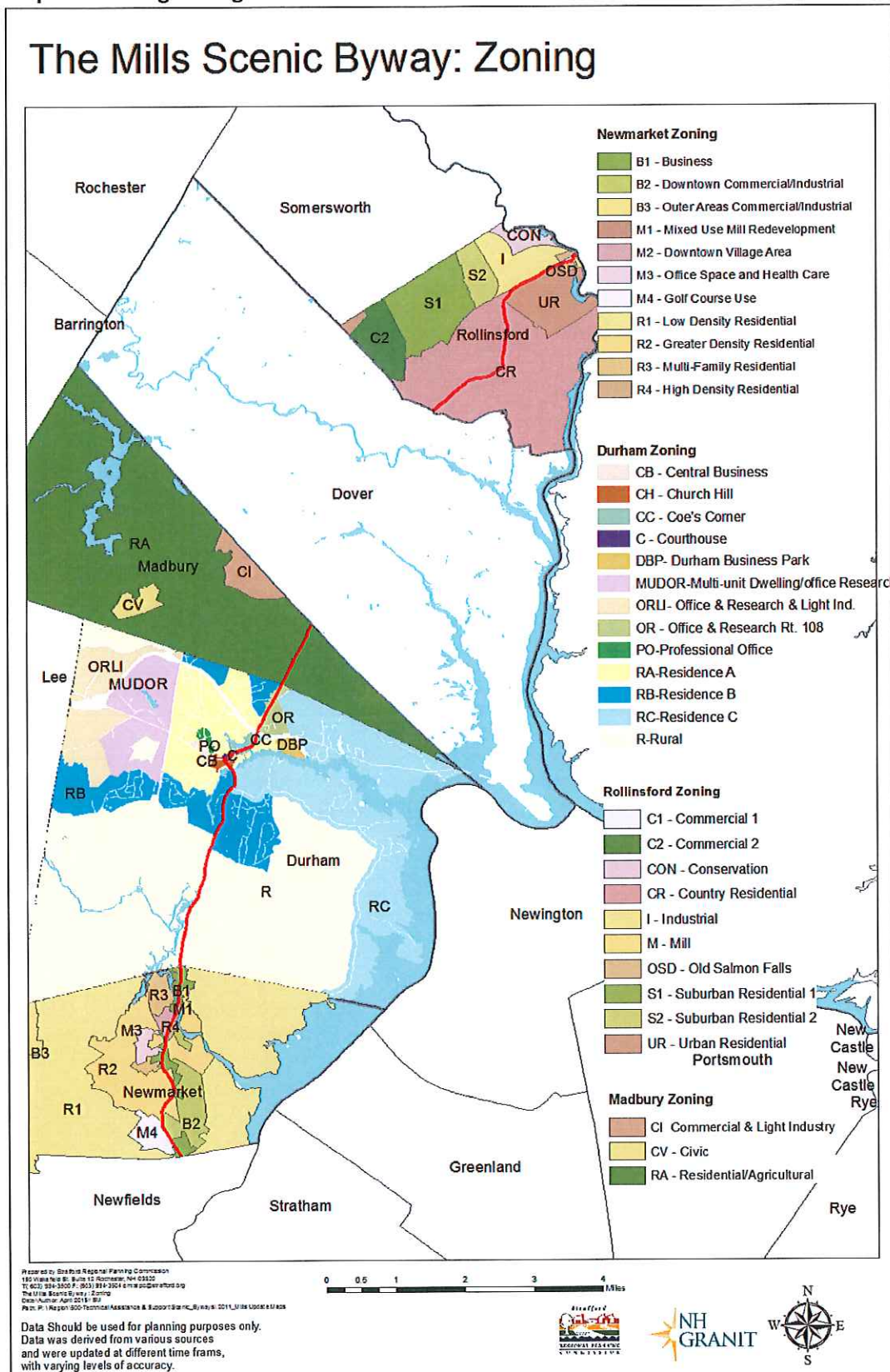
**Table 13 - Rollinsford Zoning [Source: Rollinsford Zoning Ordinance]**

Zoning	Description
CR	To conserve the integrity and natural qualities of rural open space for the betterment of the community.
I	Provide industrial space within the Town.
M	To preserve the unique historical and architectural characteristics of the mill buildings through the establishment of harmonious mixed uses.
OSD	Maintain the historic Old Salmons Falls neighborhoods by promoting the preservation, restoration and appropriate adaptation of historic buildings.
UR	Encourage the development of a high-density residential center on land suitable for building development and which will serve as a nucleus for community activity.

Land use policy and zoning are developed at the municipal level. **Map 14** shows the existing zoning in each town.



Map 14. Existing Zoning



[Note: Newmarket Zoning District names are unofficial]

Conservation Commissions in New Hampshire are guided by RSA 36-A, which enables a municipality to establish a Commission *for the proper utilization and protection of the natural resources and for the protection of watershed resources of said city or town*. With each community along the Byway having active conservation commissions, it is no surprise that there are many conservation areas protected along the Byway from development. The commissions responsibilities include but are not limited to: commenting on wetlands permit applications and development proposals, managing funds, identifying prime wetlands, offering educational programs and tours, developing trails and interpretive materials for conservation areas, working with landowners and partners to conserve land and protect water resources, and other conservation efforts. **Map 15** shows conservation lands, which include public conservation lands as well as parcels with permanent conservation easements or deed restrictions. Within a half mile corridor along the byway, there are approximately 4,379 acres in conservation. Table 14 lists conservation parcels within a half-mile Byway corridor.

In Newmarket, the Conservation Commission is involved with the following projects and activities:

- Sponsors a pontoon boat ride on the Lamprey River during the Heritage Festival weekend
- Co-sponsors the Annual Fishing Derby with the Recreation Department
- Sells (at cost) composters and rain barrels
- Supports Eagle Scout projects that have included trails, bridges, trail signs, benches, wood duck boxes, and more
- Contributes to acquisition of conservation areas and conservation easements
- Monitors town owned conservation areas and town-held conservation easements
- Creates educational materials for town conservation areas
- Comments on wetlands permit applications
- Offers educational programs and nature walks

In Newmarket, there are two major easements under conservation easement that fall within the half-mile corridor along the byway.

#### Schanda Park

Schanda Park is a small pocket park in downtown Newmarket adjacent to the town boat launch on the Lamprey River. The park was named in recognition of Richard Schanda, a lifelong Newmarket resident, outdoorsman, and outdoor writing, who passed away in 2004.

#### Heron Point Wildlife Sanctuary

Heron Point is a 32-acre site that lies along a bend in the Lamprey River that belongs to the people of Newmarket. This area is a special habitat for waterfowl, such as herons and other birds, to feed on snails, clams, and worms in the tidal flats and inland marshlands of the estuary. Here, nature lovers will have the opportunity to observe beavers, red squirrels, white-tailed deer, chipmunks, double-crested cormorants, blue jays, great blue herons, bald eagles, ospreys, and owls to name a few. As visitors continue to explore this site they will also encounter pink lady's slipper orchids, hemlocks and white pine, black birch, red and white oak, and red maple trees. As a treat, there are also raspberry and blackberry patches that line parts of the trail.



In Durham, the Conservation Commission is involved with the following projects and activities:

- The Commission is working on habitat restoration for the endangered New England Cottontail Rabbit at Wagon Hill Farm on Route 4.
- Over 800 acres of undeveloped land are protected and a 2003 warrant article authorized \$2.5 million for land conservation projects
- The Durham Land Protection Working Group started the Scenic Durham Initiative with a goal of protecting 500 acres of land important to the community.

In Madbury, the Conservation Commission is involved with the following projects and activities:

*\*\*Madbury Conservation Commission information is being compiled and will be added soon\*\**

In Rollinsford, the Conservation Commission is involved with the following projects and activities:

- Contributes to acquisition of conservation areas and conservation easements
- Monitors town owned conservation areas and town-held conservation easements
- Creates educational materials for town conservation areas
- Comments on wetlands permit applications
- Offers educational programs and nature walks

There are hundreds of acres of privately owned land held in conservation easement in Rollinsford. The Conservation Commission works with local landowners to facilitate the conservation easement process. The town has a Land Trust Fund intended to assist residents who wish to place property into conservation easement.

#### Rollinsford Conservation Land

##### New England Cottontail Habitat Management

The town owned land behind transfer station is one of a few remaining sites that support the New England cottontail rabbit in New Hampshire. The shrubby brush provides ideal habitat for this endangered rabbit that relies on the cover to escape predators, and feeds on bark and buds during the winter. Rollinsford has worked with NH Fish and Game to maintain and restore nearly 10 acres of shrub and young forest habitat to support New England cottontail and other wildlife such as American woodcock, Chestnut-sided warbler, Eastern towhee, Ruffed grouse, white-tailed deer, and wild turkey.

##### Scoutland Conservation Easement

The Scoutland property is located on the Mills Scenic Byway and is approximately 100-acres in area. The property includes ½+ pristine river frontage on the Salmon Falls River and abuts a town owned 30+ acre open field. Historical uses of Scoutland include activities by the Boy Scouts (thus the name "Scout Land"); various recreational activities such as walking, horseback riding, and hunting. Trails are accessible through Salmon Falls Village Bicentennial Park.

##### The Wetland Reserve Program (WRP) Easement

Located in Rollinsford only, this conservation land contains 86.65 acres. This property has also been part of the New England cottontail habitat development project.

Table 14 - Conservation properties within ½ mile of the byway

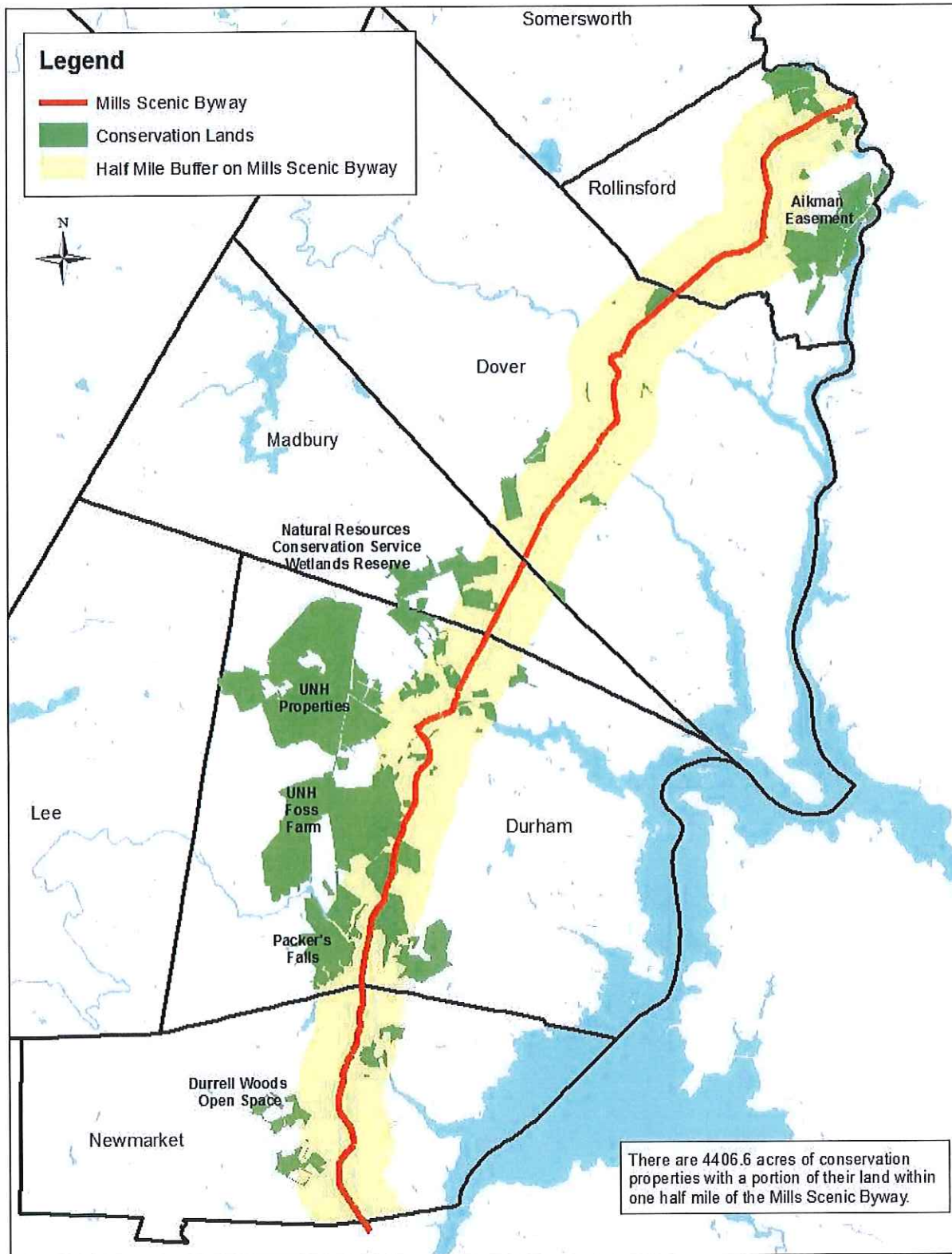
Property Name	Town	Acres
Bellamy Park	Dover	33.90
Bellamy Road	Dover	1.25
Cobble Hill Open Space	Dover	4.66
Dowaliby Easement	Dover	5.33
Fisher St. City Trail	Dover	2.71
Freshet Road Well Field	Dover	18.40
Griffin Well	Dover	52.66
Guppey Park Pool and Arena	Dover	39.53
Martineau, Raymond trustee	Dover	14.44
Park Street Mini-Park	Dover	1.05
Picnic River Partners of Dover, LLC	Dover	0.46
Baker	Durham	15.26
Canney Farms Open Space	Durham	47.38
Carriage Trail Common Open Space	Durham	5.21
Doe Farm	Durham	92.40
Durham	Durham	6.24
Durham CE	Durham	3.16
Durham Police Station	Durham	1.08
Durham Public Works	Durham	10.52
Durham Pump Station	Durham	1.19
Durham Town Hall	Durham	1.10
Durham WWTP	Durham	12.83
Durham/UNH WWTP	Durham	5.50
Faculty Neighborhood Open Space	Durham	1.48
Gowdy & Farrell Tract	Durham	55.46
Hemlock Way Common Open Space	Durham	7.31
Jackson Landing	Durham	14.89
Johnson Creek Open Space	Durham	24.27
LaRoche and Woodman Brook	Durham	246.41

Table 14 Continued		
Linn Ponds	Durham	3.54
Merrick	Durham	23.09
Mill Pond	Durham	1.14
Mill Pond Center	Durham	9.79
Milne Tract	Durham	1.43
Old Town Landing	Durham	2.72
Oyster River School District	Durham	65.51
Packer's Falls	Durham	232.68
Powers Tract	Durham	94.86
Roselawn Farm CE	Durham	70.40
Solomon Tract	Durham	106.51
Stagecoach Farm Open Space	Durham	58.63
Stolworthy Wildlife Sanctuary	Durham	4.08



Town Mausoleum	Durham	2.05
Town of Durham	Durham	2.52
UNH - College Woods	Durham	376.57
UNH - Foss Farm	Durham	513.19
UNH - Horticulture Farm	Durham	456.14
UNH - MacDonald Lot	Durham	82.88
UNH Property	Durham	485.35
Gerrish Brook Natural Area	Madbury	6.20
Hoyt Pond Conservation/Recreation Area	Madbury	36.75
Johnson and Bunker Creeks	Madbury	53.02
NRCS_WRP_Gangwer	Madbury	157.81
Durrell Woods Open Space	Newmarket	75.46
Heron Point Open Space	Newmarket	32.81
Lamprey River Shorebank Access	Newmarket	1.16
Lita Lane Parcel	Newmarket	19.97
Schultz Place Open Space	Newmarket	21.34
Sewall Farm Open Space	Newmarket	49.42
Marian M. Aikman Easement	Rollinsford	399.63
Ordway	Rollinsford	17.42
Rollinsford Town Forest	Rollinsford	54.70
Rollinsford Water and Sewer District Land	Rollinsford	14.44
Sandy Bank	Rollinsford	6.32
Scout Land	Rollinsford	94.10
Town of Rollinsford Land	Rollinsford	19.50

Map 15. Conservations lands within ½ mile of the Byway





## Management Plan

### Vision Statement

This vision statement was created by the Scenic Byway Committee during public visioning sessions. Together, committee members generated the following vision statement:

“To preserve, enhance and promote the unique historic buildings, scenic views and cultural events that define the Mills Scenic Byway; while supporting tourism and improving safety for all users of the Byway.”

### Goals & Objectives

The following goals and objectives were developed by the Byway Committee at public meetings. Actions suggested here may be taken by a future Byway Council, by other local groups, by individual towns, or by a combination of organizations. The goals and objectives listed here do not override or circumvent municipal planning or regulatory powers. Some actions may be applicable only in certain areas along the Byway, or involve particular sites. They are intended as a guide for the Byway corridor as a whole, to be implemented where appropriate. These goals do not reflect a priority order.

Goal	Strategy	Responsible Party / Potential Partner	Timeline
Goal 1: Raise awareness of the byway within our local communities and among travelers.	Adoption of the Corridor Management Plan by Town governing bodies	BC	Short
	Publicize information such as a map and a downloadable brochure, on Town websites and/or a dedicated byway website	BC	Short
	Place interpretive kiosks along the byway as desired by each community	BC	Mid
	Approach local businesses to post information on their websites	BC	Short
	Use logo as a way to brand the byway	CoC, BC	Short
	Promote byway through local/regional media (Yankee Magazine, NHPR, local newspapers).	BC	Mid
	Work with local utility companies on design strategies for utilities along the route	NH Public Utilities Commission.	Long
Goal 2: Maintain the scenic value of the route	Coordinate with the Town land use boards to encourage land conservation and sustainable, development.	CC, PB, RD,	Long
	Gather support for an "Adopt a Byway" or "adopt a spot" program.	NHDOT, BC	Mid



Goal	Strategy	Responsible Party / Potential Partner	Timeline
Goal 3: Make sections of the Byway, where appropriate, more bicycle/ pedestrian friendly.	Work with local public works departments/ highway departments on maintaining safe roadsides on roads not maintained by the State.	DPW, BC,	Ongoing
	Work with municipal planning departments to promote complete streets policy development and projects.	NHDOT, SRPC, BoS, PB, DPW	
	Conduct safety analysis for strategic intersections and road segments along the byway.	SRPC	
	Apply through NHDOT for funding such as the Transportation Alternatives Program (TAP) to improve or create infrastructure for sidewalks and road shoulders where appropriate.	NHDOT, BC, SRPC	Mid
Goal 4: Preserve and improve the byway's cultural, historic, natural, recreational and archaeological resources.	Serve as a source of information to land use boards, town committees.	BC, Historical Groups, CC, BOS,	Ongoing
	Use rivers as an education tool: <ul style="list-style-type: none"> <li>• kayak events</li> <li>• Gundalow rides</li> </ul>	BC, Historic Groups, NHDOT, The Gundalow Company, Great Bay NERR	Short
	Develop connections with conservation properties along the byway. <ul style="list-style-type: none"> <li>• Connect to trail networks</li> </ul>	Southeast Landtrust, CC	Mid
Goal 5. Promote business development along byway	Leave information with businesses related to the byway	SRPC, BC, CoC	Short
	Engage local Chambers of Commerce about marketing opportunities.	CoC	
	Work with business organizations to identify and develop partnership opportunities between the byway and local businesses.	Durham Business Association, CoC	

Goal	Strategy	Responsible Party / Potential Partner	Timeline
Goal 6. Investigate other towns interested in joining the byway route	Engage municipal staff and officials in Dover, South Berwick, and Elliot about joining the byway.	BC, PB, BoS	
	Go through nomination process with NHDOT	BC	
Goal 7: Investigate sources of funding	Apply for State and outside funding, such as Moose Plate Grants.	LCHIP, SRPC, BC	Mid/Ongoing

**Table Key****BC:** Byway Committee**CC:** Conservation Commission**NHDOT:** New Hampshire Department of Transportation**SRPC:** Strafford Regional Planning Commission**CoC:** Chamber of Commerce**LCHIP:** Land and Community Heritage Investment Program**DPW:** Department of Public Works/Road Agent**PB:** Planning Board**NHDHR:** New Hampshire Division of Historical Resources**BOS:** Board of Selectmen**RD:** Recreation Department**Timeline****Short:** 1-3 Years**Mid:** 4-6 years**Long:** 6-10 years**Ongoing**



### Marketing Plan

The following materials were considered for the marketing and promoting the Mills Scenic Byway.

#### **Brochure and Maps:**

Create brochure to advertise the byway's historical and agricultural attractions to potential visitors. This brochure will be made available at the Town Offices of all participating communities, Historical Societies and COC as well as other locations and attractions on long the route. A downloadable map of the route and the brochure would be available on the website.

#### **Website:**

In addition to having its own website with a link on the Town website's of each participating community, businesses and attractions along the route will be encourage to place a link to the Mills Scenic Byway website on their websites as well.

#### **Podcasts:**

This is another potential outreach method that will be considered by the Mills Byway Commission going forward.

#### **Signage/Displays**

The Byway Committee is supportive of using Eagle Scout candidates or other such community-minded, volunteer efforts to assemble the information for signage, displays or interpretive kiosks. The byway logo chosen by the committee could be used to create bumper stickers and window clings.

#### **Library/Historical Society Presentations**

Use the Mills Scenic Byway Visioning Power Point presentation to do programs for the public at local libraries and Historical Societies in participating communities.

#### **Ongoing Participation**

The Byway Council consists of four members appointed by each of the four communities plus a representative from the Strafford Regional Planning Commission (SRPC). A chair and vice chair will be selected to continue the ongoing support of the management plan. The Council will meet on a quarterly basis to coordinate efforts between the four communities. The Strafford Regional Planning Commission has prepared this Corridor Management Plan with the support and consensus of the Council. The Council will continue to work with each of their respective communities to encourage public participation in the management of the byway.



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

---

### **Police Department**

#### **Year to Date Activity:**

Last February I reported that our community had experienced several drug related overdoses during the month of January including three in a twenty-four hour period. Twelve months later I am happy to report that our responses to drug overdoses have decreased significantly for the same period this year. In fact during January 2016 we responded to only two overdose calls. We have seen a downturn over the last several months, due in no small part to the efforts of our community coalition bring awareness to the issue and identifying treatment paths to an addiction free lifestyle. While we're not out of the woods by any means, this downturn is extremely encouraging and is a stark contrast to where we were just one year ago.

#### **Personnel:**

I am happy to report that we continue to be fully staffed. Within the next month we expect Officer Wedgeworth's field training to be completed. We also expect that newly hired dispatcher Chelsey Burnham's training will complete her orientation within the next month and a half. With the anticipated return of another officer from injury leave we will be fully operational prior to the busy summer season. This will help to stabilize the workload distribution and minimize overtime expenditures.

#### **In-service training:**

One of my goals in 2016 is to increase the level of annual training the officers and dispatchers receive. One of the ways that we can maximize our training budget is to partner with another agency in providing the classroom space, or paying for the instructor. The areas of training that we're concentrating on are the areas in which we are exposed to the highest level of liability and those that are the most dangerous to our personnel. These areas include, use of force, vehicular operation, dealing with the mentally ill, and dealing with drug abuse.

Last year we hosted the Primex Training Staff here for several days of Use of Force raining. This year we anticipate partnering with the Division of Homeland Security to provide incident based training scenarios with our neighboring communities, with the school district and with our public safety partners Newmarket Fire and Rescue.

#### **Great Bay Half Marathon:**

Recently we began planning for this spring's marathon event. The date for the marathon has been scheduled for Sunday April 10<sup>th</sup>. The road closure and Main Street detours will be between the hours of



9AM and 3PM. The race course will be the same as last year with the race start and finish occurring in the downtown in front of the post office. We look forward to another successful event!

**Current Year Operating Budget:**

At beyond the fiscal year half way point time the Police Department's budget is fifty-four percent (54 %) expended and is operating within expected expenses. At this time I anticipate at this time that we will finish the fiscal year within budget.

<b>POLICE</b>	<b><u>FISCAL YEAR 2016</u></b>				<b>% Spent</b>
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	
	1,308,012.00	88,660.75	666,671.40	641,340.60	51%
	<b><u>FISCAL YEAR 2015</u></b>				<b>% Spent</b>
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	
	1,264,752.00	88,911.41	671,103.59	593,648.41	53%

## **Fire and Rescue Department**

- For the month of January the department responded to 86 calls for service of those 42 were medical calls transporting 30 patients to area hospitals. The ambulance responded to Newfields for seven medical calls transporting five patients. The ambulance also responded to Durham once transporting one patient. The ladder responded to Durham for station coverage seven times. The tanker responded to Newcastle for a very large building fire on a subzero night. Crews were on scene for several hours and the truck eventually froze up. We were fortunate this did not cause any major damage to our apparatus. Several of the other towns that were on scene that night were not as fortunate as us when there apparatus froze up.
- Several new recruits started classes this month. We have three currently enrolled in a fire one class that is being hosted in Epping. This state offered class goes through June 1<sup>st</sup> and will make these individuals state certified. Two other recruits started EMT classes in Durham which will end in May. We are still actively seeking new recruits.
- This past month was exceptionally busy for motor vehicle accidents. We had five total with three of those being head-on with some entrapment. All occupants were very fortunate to not have any life threatening injuries.
- I have attached charts with activity reports for the month of January.

### **FIRE**

<b><u>FISCAL YEAR 2016</u></b>					
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>	
334,185.00	32,086.65	211,559.11	122,625.89	63%	

<b><u>FISCAL YEAR 2015</u></b>					
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>	
335,785.00	25,139.61	195,181.64	140,603.36	58%	



## Newmarket Fire & Rescue

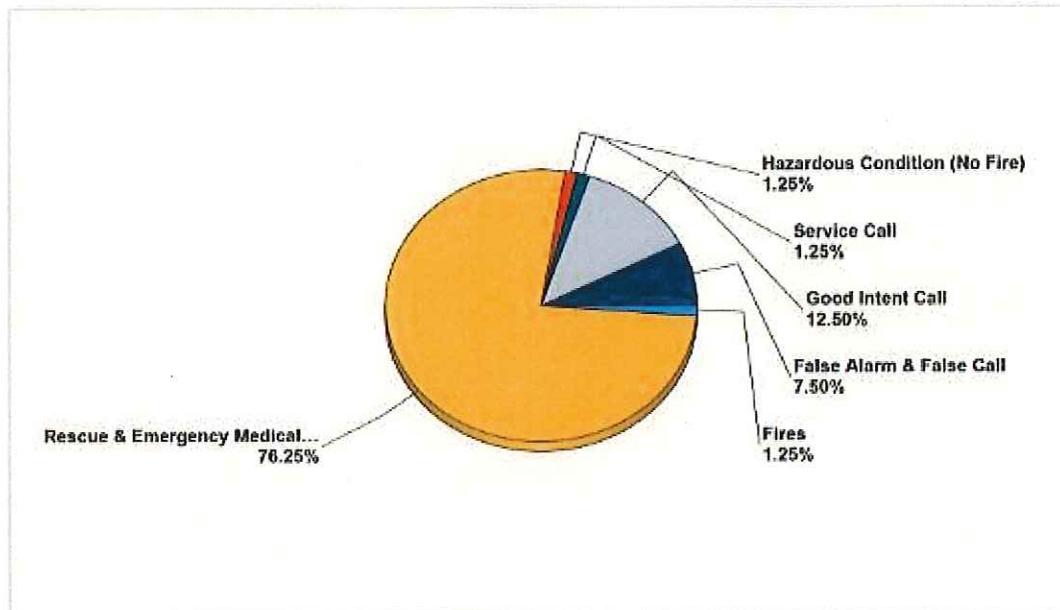
Newmarket, NH

This report was generated on 2/1/2016 8:42:29 AM



### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2015 | End Date: 01/31/2015



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	1.25%
Rescue & Emergency Medical Service	61	76.25%
Hazardous Condition (No Fire)	1	1.25%
Service Call	1	1.25%
Good Intent Call	10	12.50%
False Alarm & False Call	6	7.50%
<b>TOTAL</b>	<b>80</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

**EMERGENCY  
REPORTING**  
emergencyreporting.com  
Doc Id: 553  
Page # 1 of 2

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.25%
300 - Rescue, EMS incident, other	1	1.25%
321 - EMS call, excluding vehicle accident with injury	56	70.00%
322 - Motor vehicle accident with injuries	2	2.50%
324 - Motor vehicle accident with no injuries.	2	2.50%
412 - Gas leak (natural gas or LPG)	1	1.25%
522 - Water or steam leak	1	1.25%
600 - Good intent call, other	3	3.75%
611 - Dispatched & cancelled en route	7	8.75%
700 - False alarm or false call, other	2	2.50%
730 - System malfunction, other	1	1.25%
733 - Smoke detector activation due to malfunction	1	1.25%
735 - Alarm system sounded due to malfunction	2	2.50%
<b>TOTAL INCIDENTS:</b>	<b>80</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



HOUR	# of CALLS
20:00 - 20:59	5
21:00 - 21:59	4
22:00 - 22:59	4
23:00 - 23:59	5
<b>TOTAL:</b>	<b>86</b>

Only REVIEWED incidents included.

## Newmarket Fire & Rescue

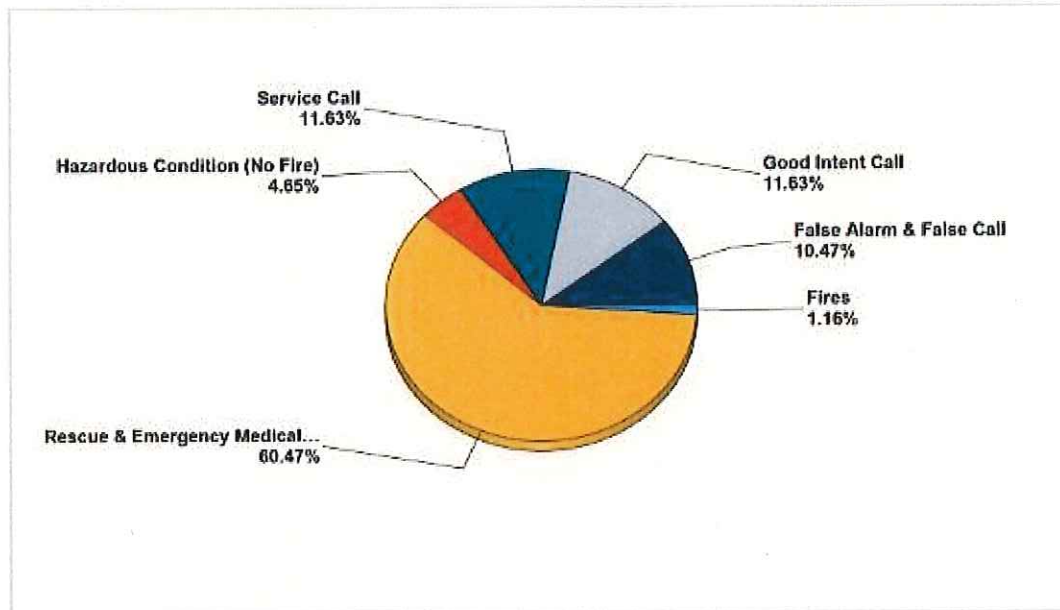
Newmarket, NH

This report was generated on 2/1/2016 8:40:13 AM



### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2016 | End Date: 01/31/2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	1.16%
Rescue & Emergency Medical Service	52	60.47%
Hazardous Condition (No Fire)	4	4.65%
Service Call	10	11.63%
Good Intent Call	10	11.63%
False Alarm & False Call	9	10.47%
<b>TOTAL</b>	<b>86</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 553

Page # 1 of 2



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.16%
320 - Emergency medical service, other	4	4.65%
321 - EMS call, excluding vehicle accident with injury	43	50.00%
322 - Motor vehicle accident with injuries	3	3.49%
324 - Motor vehicle accident with no injuries.	2	2.33%
411 - Gasoline or other flammable liquid spill	1	1.16%
412 - Gas leak (natural gas or LPG)	1	1.16%
424 - Carbon monoxide incident	2	2.33%
520 - Water problem, other	2	2.33%
531 - Smoke or odor removal	1	1.16%
551 - Assist police or other governmental agency	1	1.16%
554 - Assist invalid	1	1.16%
561 - Unauthorized burning	1	1.16%
571 - Cover assignment, standby, moveup	4	4.65%
600 - Good intent call, other	2	2.33%
611 - Dispatched & cancelled en route	7	8.14%
632 - Prescribed fire	1	1.16%
700 - False alarm or false call, other	1	1.16%
731 - Sprinkler activation due to malfunction	1	1.16%
735 - Alarm system sounded due to malfunction	1	1.16%
736 - CO detector activation due to malfunction	1	1.16%
745 - Alarm system activation, no fire - unintentional	5	5.81%
<b>TOTAL INCIDENTS:</b>	<b>66</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

## Newmarket Fire & Rescue

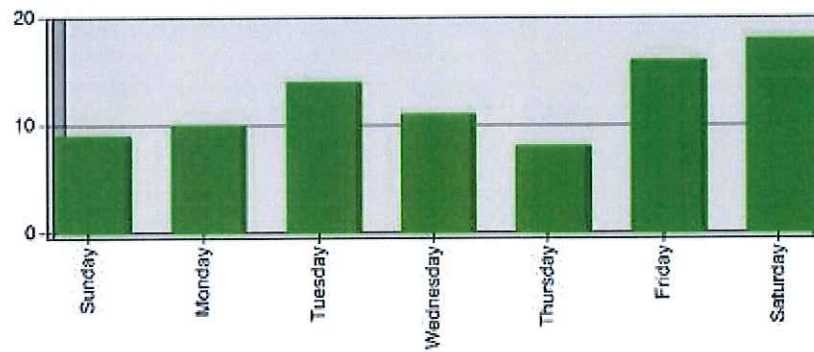
Newmarket, NH

This report was generated on 2/1/2016 8:38:55 AM



### Incidents by Day of the Week for Date Range

Incident Range: 100 | Start Date: 01/01/2016 | End Date: 01/31/2016



DAY OF THE WEEK	# INCIDENTS
Sunday	9
Monday	10
Tuesday	14
Wednesday	11
Thursday	8
Friday	16
Saturday	18
TOTAL	86





## Newmarket Fire & Rescue

Newmarket, NH

This report was generated on 2/1/2016 8:41:29 AM



### Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 01/01/2016 | EndDate: 01/31/2016

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
<b>AID TYPE: Mutual aid given</b>				
01/01/2016	2016-001	Strafford AVE	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
01/12/2016	2016-028	55 Newmarket RD	611 - Dispatched & cancelled en route	1 - Station 1
01/19/2016	2016-045	51 College RD	571 - Cover assignment, standby, moveup	1 - Station 1
01/23/2016	2016-055	51 College RD	571 - Cover assignment, standby, moveup	1 - Station 1
01/23/2016	2016-056	51 College RD	571 - Cover assignment, standby, moveup	1 - Station 1
01/23/2016	2016-058	152 Portsmouth AVE	111 - Building fire	1 - Station 1
01/23/2016	2016-059	51 College RD	611 - Dispatched & cancelled en route	1 - Station 1
01/26/2016	2016-069	51 College RD	611 - Dispatched & cancelled en route	1 - Station 1
01/28/2016	2016-073	51 College RD	571 - Cover assignment, standby, moveup	1 - Station 1
01/29/2016	2016-076	7 Denbow RD	611 - Dispatched & cancelled en route	1 - Station 1

Percentage of Total Incidents: 11.63%

<b>AID TYPE: Mutual aid received</b>				
01/30/2016	2016-083	80 Exeter RD	322 - Motor vehicle accident with injuries	1 - Station 1

Percentage of Total Incidents: 1.16%

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.

**EMERGENCY REPORTING**  
emergencyreporting.com  
Doc Id: 952  
Page # 1

## **Public Works Department**

- Winter has finally arrived! Crews have been out plowing a few times, which has been challenging for the drivers because the ground is not frozen yet. With all the warm weather the plows can easily dig into lawns and shoulders.
- Eversource will be in town for the next two months doing tree trimming again. They will be working on Bay Road, Ash Swamp Road, South Main Street and Route 152. The update to the distribution system along South Main Street will begin in late February. This project is expected to take several months to complete. The work area for this will be from Grant Road to Gerry Ave. This will also encompass work on all the side streets between these two locations.
- Work on the new RSMS (paving plan) is ongoing with nothing new to report. As soon as it is complete, it will be made available to everyone.
- The repair work for replacing a portion of the DPW facility roof has gone out to bid. This work will begin in the spring when there is no longer a threat of snow.
- I have been working with Underwood Engineers on evaluating the failing existing drainage system along New Road. We are working to resolve some flooding issues and updating the system that is very old and in need of replacement. We will come up with some solutions and cost estimates to fix the existing system. This work will take a few months to complete. I anticipate having a plan sometime in early June.

### **DPW ADMIN**

#### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
417,347.00	30,381.58	173,263.56	244,083.44	42%

#### **FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
417,247.00	37,358.91	195,545.87	221,701.13	47%

### **ROADS & SIDEWALKS**

#### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
386,570.00	21,706.08	187,443.58	199,126.42	48%

#### **FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
384,070.00	6,679.00	288,454.68	95,615.32	75%

### **STREET LIGHTS**

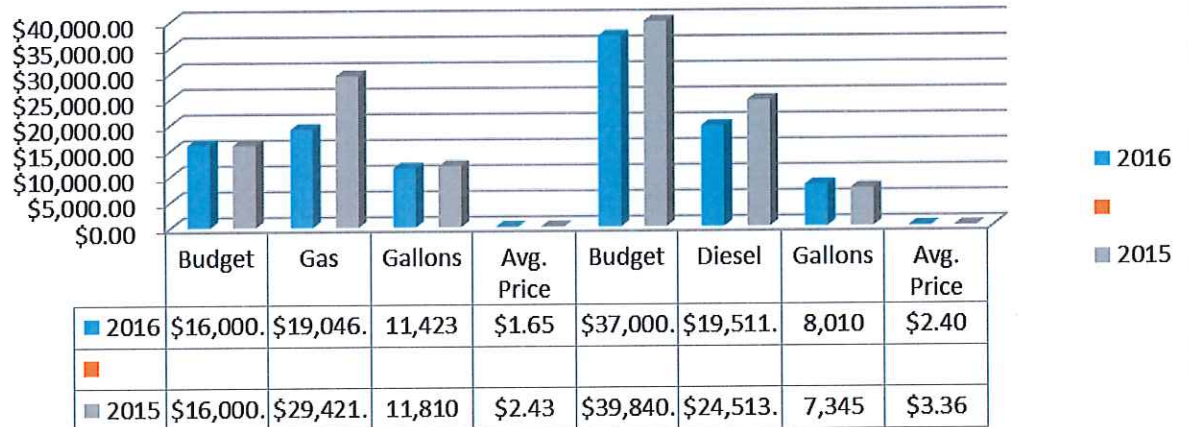
#### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
46,250.00	3,598.44	24,735.58	21,514.42	53%

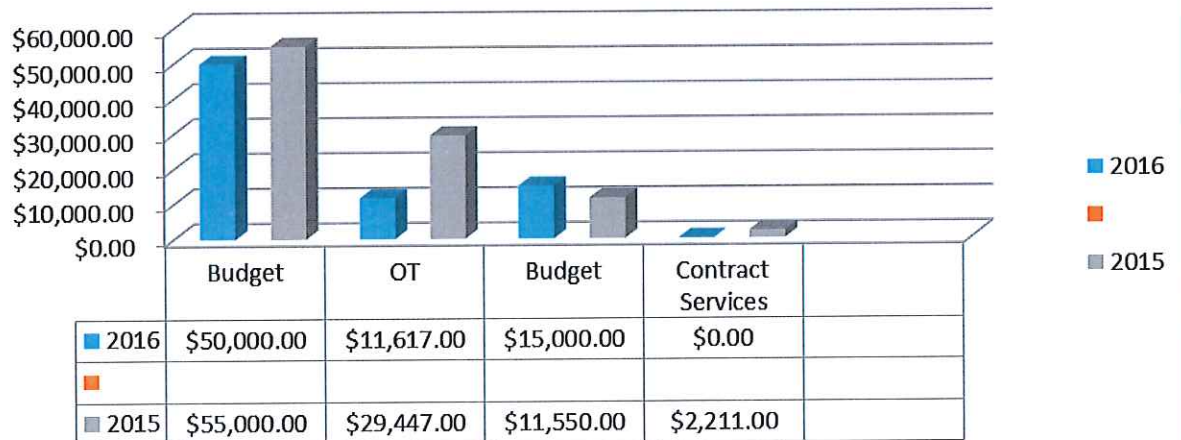


<b>BUILDINGS &amp; GROUNDS</b>	<u><b>FISCAL YEAR 2015</b></u>				
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	46,250.00	4,042.25	24,366.51	21,883.49	53%
	<u><b>FISCAL YEAR 2016</b></u>				
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	468,202.00	28,079.89	265,435.44	202,766.56	57%
	<u><b>FISCAL YEAR 2015</b></u>				
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	449,362.00	37,907.86	283,569.35	165,792.65	63%

## Public Works Department YTD Gas/Diesel

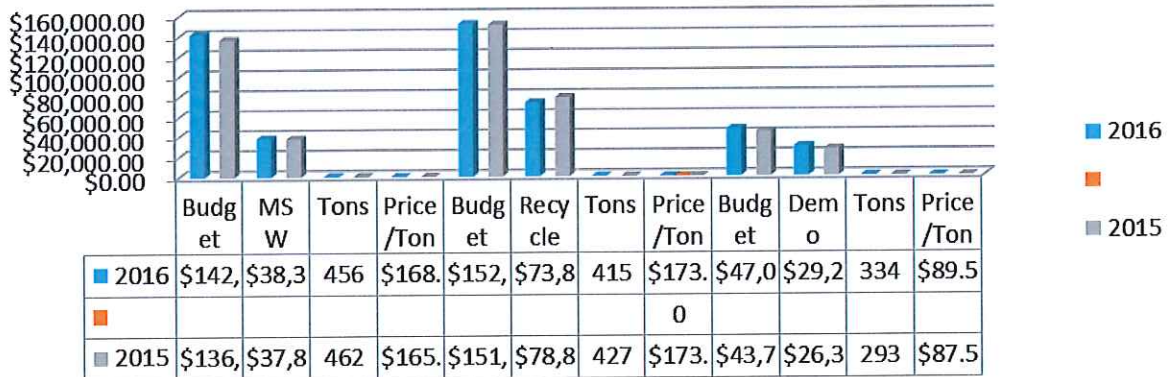


## Public Works Department YTD Overtime/Contract Services

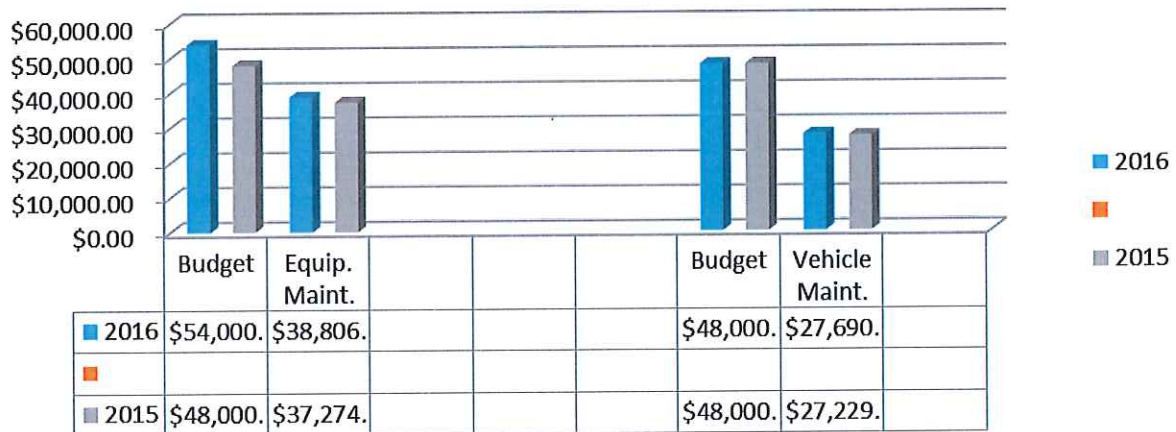




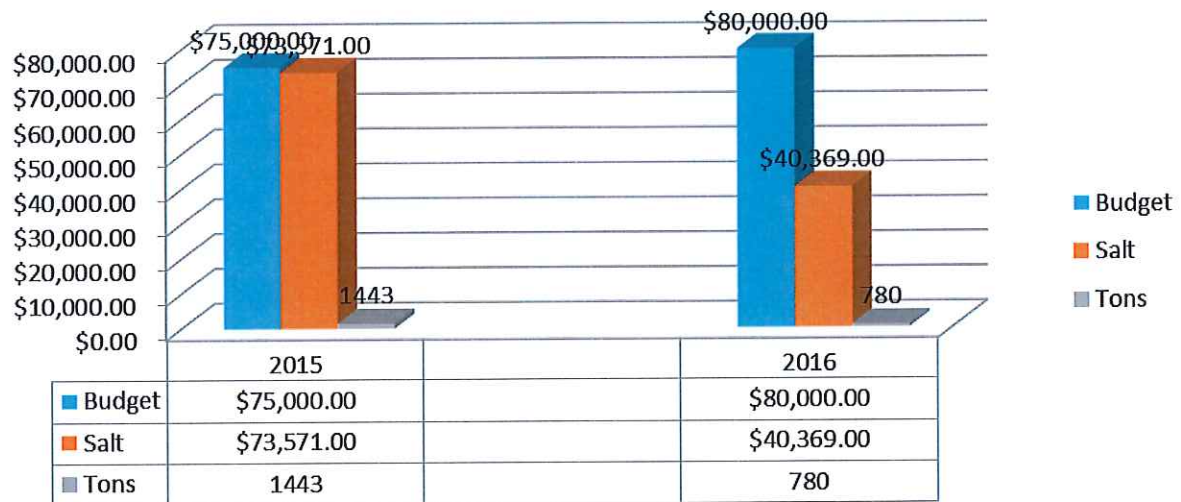
## Public Works Department YTD Solid Waste



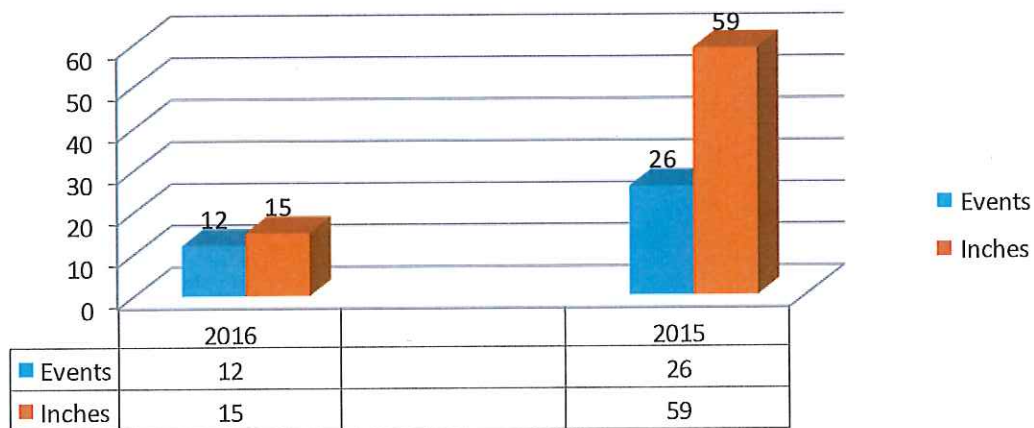
## Public Works Department YTD Equipment/Vehicle Maintenance



## Public Works Department YTD Salt

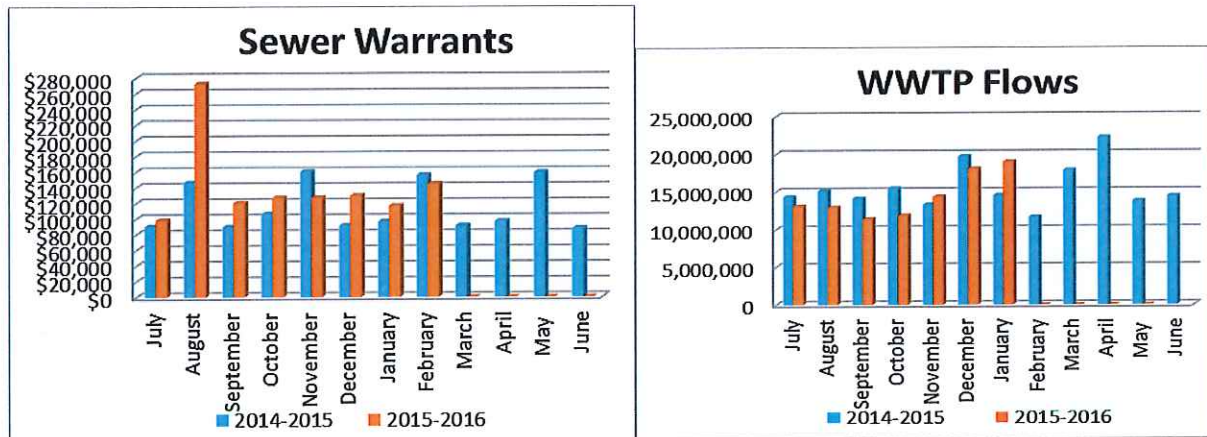


## Public Works Department YTD Snow Events





## Environmental Services Department System Report



### Wastewater Treatment Facility Construction

Apex continues to work on the control building and parshall flume. They have begun demolition in the dewatering building for the new chemical tanks.



Control Building



Parshall Flume

# Monthly Operations Report

Newmarket WPCF

Permit # NH00100196

	Influent Flow	Effluent Flow MGD			BOD		TSS		Total	PH		Fecal	Enter	Chlorine	
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.	Nitrogen	Inf.	Eff.	Colif.	ococci	Residual	
1	.5560	.23	1.3	.6600						7.8	7.3	<2	101.0	0.00	0.00
2	.4750	.21	1.2	.5900						7.9	7.2	<2	8.6	0.00	0.00
3	.4700	.19	1.0	.5790						7.9	7.3	2	101.2	0.00	0.00
4	.4440	.18	1.0	.5230		27.2		25.6	56.0	7.9	7.3	3	198.9	0.00	0.00
5	.4270	.18	1.0	.4860		24.8		23.8	54.0	7.9	7.2	11	579.4	0.00	0.00
6	.4320	.20	1.0	.5250						8.0	7.2	11	272.3	0.00	0.00
7	.4120	.12	1.0	.5130						8.0	7.3	3	97.8	0.00	0.00
8	.4770	.15	0.9	.3880						8.1	7.3	2	461.1	0.00	0.00
9	.4250	.19	1.1	.5150						7.9	7.4	<2	26.2	0.00	0.00
10	1.0230	.26	2.9	1.1890						7.8	7.4	6	24.9	0.00	0.00
11	.7380	.35	1.4	.8370						7.5	7.0	1	866.4	0.00	0.00
12	.6350	.34	1.4	.7630		25.8		23.8	39.0	7.7	7.2	15	1299.7	0.00	0.00
13	.5760	.29	1.3	.7010		20.6		19.6	49.0	7.8	7.1	1	866.4	0.00	0.00
14	.5530	.24	1.3	.6520						7.8	7.1	<2	166.4	0.00	0.00
15	.5180	.30	1.1	.6260						8.0	7.3	<2	658.6	0.00	0.00
16	.5500	.30	1.3	.6720						7.7	7.2	5	73.3	0.00	0.00
17	.5350	.22	1.3	.6470						7.8	7.2	<2	30.9	0.00	0.00
18	.5160	.23	1.1	.6080						8.0	7.3	5	210.5	0.00	0.00
19	.4800	.20	1.0	.5650	265	29.7	253	25.0	59.0	8.0	7.3	3	304.4	0.00	0.00
20	.4570	.20	1.1	.5610		28.1		23.2	48.0	7.9	7.2	5	242.7	0.00	0.00
21	.4530	.18	1.2	.5700						7.9	7.2	4	1203.3	0.00	0.00
22	.4480	.19	1.1	.5280						8.2	7.3	<2	9.7	1.32	0.00
23	.4610	.20	1.2	.5540						8.1	7.3	<2	27.5	0.00	0.00
24	.4850	.17	1.4	.5920						8.0	7.3	<2	22.6	0.00	0.00
25	.4510	.20	1.2	.5640		38.7		30.0	48.0	8.1	7.3	4	574.8	0.00	0.00
26	.4440	.19	1.3	.5820	311	39.1	270	36.4	42.0	8.0	7.4	1	2419.6	0.00	0.00
27	.4470	.18	1.1	.5570						8.5	7.4	18	>2419	0.00	0.00
28	.4350	.20	1.2	.5810						8.2	7.3	22	1553.1	0.00	0.00
29	.4520	.18	1.3	.6490						8.0	7.2	<2	365.4	0.00	0.00
30	.4120	.20	1.3	.5910						8.0	7.3	1	148.3	0.00	0.00
31	.4500	.20	1.2	.6500						7.7	7.2	3	42.6	0.00	0.00

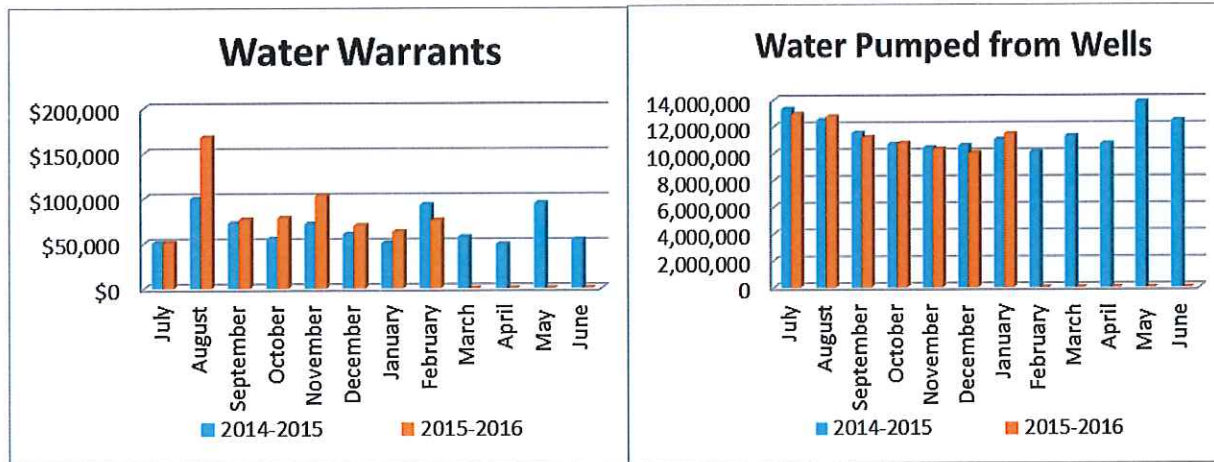
Average Wastewater Flow Discharged: 0.6135 Million Gallons/Day



Biochemical Oxygen Demand (BOD) Removal: 90%

Total Suspended Solids (TSS) Removal: 90%

Total Nitrogen (TN) Average Discharge: 43.9 mg/L



Water loss for January 2016: 6.48%

#### Route 108 to the Water Tower Water Main Replacement Project

The new 16-inch water main is in service. Northeast Earth Mechanics will come back in the spring to complete the remaining electrical, landscaping, and paving work.

#### MacIntosh Well Project

Waterline Industries is working on the blending facility. They have installed approximately 800 feet of water transmission main, and have a couple of hundred feet to go to complete the run from the horizontal directional drill to the blending facility. Waterline is on track to meet substantial completion by July 1, 2016.



#### Bennett and Sewall Well Water Levels

The Water Department has installed transducers in the Bennett and Sewall monitoring wells to determine well efficiency. Both the Bennett and Sewall Wells appear to still be very efficient at 91% and 73% respectively. At this time we believe that the decline in the pumping groundwater levels is not due to well efficiency.

<b>WATER</b>	<u><b>FISCAL YEAR 2016</b></u>				
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	583,051.00	31,434.78	288,644.24	294,406.76	50%
	<u><b>FISCAL YEAR 2015</b></u>				
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	469,062.00	40,506.81	274,608.70	194,453.30	59%
<b>SEWER</b>	<u><b>FISCAL YEAR 2016</b></u>				
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	937,237.00	39,418.07	473,935.89	463,301.11	51%
	<u><b>FISCAL YEAR 2015</b></u>				
	<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	847,896.00	90,076.71	375,140.69	472,755.31	44%



## **Information Technology**

1. I continue to swap out our older PCs for newer ones. I expect this will continue for most of the year.
2. Our Payroll and Accounts Payable software was down on Wednesday with no warning, and no real signs of why this happened. I was able to recover fairly quickly from software backup, but why it happened remains a bit of a mystery and makes me a little suspicious. Upon reviewing system logs I noticed many entries about a failing hard drive and am going to work on this resolution after hours as soon as I get the new drive.
3. I was called to the Police Department on Friday evening to fix a major issue that I was able to trace back to a very old PC doing a very important task. Moving everything this PC does to a new one won't be easy, but we can't risk another failure.
4. Just finalizing the installation of our new email spam filtering system. Things have been going very well as the system learns more and more about what is acceptable. We capture and block on average more than 2,000 messages a day!
5. I have also started the process of upgrading our web content filtering system. It largely protects us from bad sites that tend to host a lot of malware and spyware, as well as keeping users from inadvertently falling on inappropriate websites. I am still drawing up a schedule for how long this will take. This project has left the starting line and is moving along.
6. We were notified by AT&T about a phone line the Town has that they are cancelling due to non-use. I asked AT&T to provide me with a list of all phone numbers they have for the Town so we can see if there are other lines like this. There were none. Fairpoint and BayRing are performing the same exercise for us.
7. A new phone installed for Wendy impressed me by its price, functionality, and the amazing quality of its speakerphone. As we upgrade some of the older phones, I will be looking at these models.
8. I have started inventorying all of our battery backup systems as we had one fail this week. These devices are easy to setup and forget about (that's how they are marketed)! I will be refreshing the ones that haven't had a new battery in years.
9. Making good progress on the proposed website refresh from Virtual Town Hall. We should have something to show soon that will work great on desktops, phones, and tablets.

**IT**

<b><u>FISCAL YEAR 2016</u></b>					
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>	
131,752.00	22,292.95	83,960.25	47,791.75	64%	

<b><u>FISCAL YEAR 2015</u></b>					
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>	

140,152.00	7,465.86	83,981.39	56,170.61	60%
------------	----------	-----------	-----------	-----



**Building Inspector/Code Enforcement Officer**  
**Previous Month Activities**

**Permits**

January 2016			January 2015		
Permits Issued		Permit Value	Permits Issued		Permit Value
8	Building	\$4320	7	Building	\$5585
14	Electrical	\$800	16	Electrical	\$730
		3 paid with Building permit			
5	Plumbing	\$400	2	Plumbing	\$85
6	Mechanical	\$460	11	Mechanical	\$765
Total		\$5980	Total		\$7165

- Conducted 31 regular mechanical, electrical, plumbing and building inspections
- Consulted with commercial buyer/end user of 12 Forbes Road, the old VynAll Pool Products Building. The new use will be for Exeter Events and Tents, formerly Exeter Rent-All.
- Conducted site inspection to authorize release of Restoration Letter of Credit for Hayden Place
- Attended Structural considerations of Roof-top Solar training

**BUILDING  
INSPECTION**

**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
67,253.00	5,823.40	39,060.23	28,192.77	58%

**FISCAL YEAR 2015**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
66,723.00	5,790.40	39,096.32	27,626.68	59%

## **Town Clerk - Tax Collector**

### **TAXES**

Total Committed 2015	\$17,862,459	Tax 1 & Tax 2
Total Collected thru 1/31/16	\$17,413,034	Principal & Interest

### **TAX LIENS**

	<b>2014 Liens (Deed 2017)</b>	<b>2013 Liens (Deed 2016)</b>
Property Tax Amount Liened	209,291.	245,781.
W/S Amount Liened	71,925.	67,890.
# Properties Liened	111	125
Uncollected thru 1/31/16	178,919.	101,022

### **WATER & SEWER (1/1 THRU 1/31/2016)**

	<b><u>2016</u></b>	<b><u>2015</u></b>
Water Billed	62,745.	50,419.
Sewer Billed	116,641.	96,662.
Uncollected thru 1/31/16	60,149.	93,587.

### **TOWN CLERK REVENUE (7/1/15 thru 1/31/16)**

	<b><u>Year End 6/30/16</u></b>	<b><u>Year End 6/30/15</u></b>	
Motor Vehicle (MV)	797,446.	738,531.	7.98% increase
Town "non-MV"	72,093.	74,733.	3.53% decrease
State NH (MV, Vitals, Boats, Dogs)	288,007.	278,204.	3.52% increase

- Motor vehicles still on the upswing
- Daily activity steady; revenues continue to show steady increase
- 2016 Boat Registrations and dog licenses now available
- Preparing for Presidential Primary on 2/9/16
- Candidate Filing Period (1/20 – 1/29)
- Absentee Ballot requests being received for both the Presidential Primary and the March Election

### **TOWN CLERK**

#### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
162,270.00	12,295.20	85,451.63	76,818.37	53%

#### **FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
166,544.00	10,937.29	85,612.25	80,931.75	51%

## **Planning Department**

### **Planning Board Activities**

#### ***Applications before the Board***

**Cheney Property Management Corp.** has filed an application for a Site Plan and Special Use Permit at 52, 54, and 56 Exeter Road, Tax Map U4, Lots 12, 13, and 14. The proposal involves removing three (3) existing building and constructing a two-story 27000 square foot mixed-use building with commercial on the first floor and residential on the second floor. The Planning Board accepted the Special Use Permit at the December 8 Planning Board meeting. A consultant has been hired to prepare a fiscal impact and market study pursuant to the new requirements of the M2-A zoning. A technical review meeting was held on for November 19, 2015. A second technical review meeting was scheduled for December 21, 2015. Revised plans in response to the TRC's comments were received in the Planning Board office on January 12, 2016. A fiscal impact study has been prepared which concludes that the project will result in a positive fiscal impact of \$56,800 per year. The application was conditionally approved at the January 19, 2016 Planning Board meeting.

**Real Estate Advisors, Inc. – Continuation of a public hearing for an application** for site plan review at 1R Grape Street. The proposal involves adding a four unit condominium building with related parking to the property. The Planning Board accepted the application for technical review and formed a Technical Review Committee (TRC) its December 8, 2015 meeting. The application has been continued until the February 16, 2016 meeting.

#### ***Other Business***

#### **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, which 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 recommendations for updating our regulations. The Planning Board will need to make amendments to the zoning, subdivision and site review regulations to assure Newmarket's continued eligibility in the program. We have received word from the NH OEP that there has been an appeal regarding the new flood plain maps. The deadline for adopting new maps and revising ordinances has been postponed until the fall of 2016. Copies of the new flood plain maps are available for public viewing in the Planning Office and have been posted on the Town's website. The Planning



Board set up a subcommittee to work with the Town Planner on these amendments for consideration at a future Planning Board meeting.

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

***Future Land Use Chapter*** – Using 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. A draft of the Future Land Use Chapter is currently being reviewed by committee.

#### **Zoning Board of Adjustment:**

The Zoning Board of Adjustment received an application from Waterway Realty LLC for a variance to allow the subdivision of a lot which currently contains four units, thereby creating a new lot for development at 310 Wadleigh Falls Road, aka the “Walker Farm”. Specifically, the applicant was seeking a variance to permit four units on an existing lot in the R-1 lot, whereas only one single-family unit is permitted under current zoning. The applicant was also seeking a boundary adjustment of the non-conforming lot, which would not bring the lot into closer conformity with the Ordinance. Lastly, the applicant was seeking a variance from the maximum residential density requirement of ½ unit per acre, to allow four (4) units on four acres, whereas eight (8) acres are required. At the June 15, 2015 meeting, the Zoning Board granted the first variance to allow the status quo to continue, with four units on a 20 acre tract. At the July 13, 2015 Zoning Board meeting, upon further consideration of the other two (2) variance requests, the Zoning Board unanimously denied the requests, as they did not meet all of the criteria for a variance. The applicant filed for a request for a rehearing which was denied by the Zoning Board at its meeting on August 31, 2015. The applicant has appealed the Zoning Board of Adjustment decision to the Rockingham County Superior Court. The Town of Newmarket’s legal counsel has filed a response to the courts and the Court has scheduled a hearing date of April 4, 2016 to hear the case.

**Kyle and Maury Barnett** – The ZBA has received an application for a Variance from Section 3.03 (B) of the Newmarket Zoning Ordinance to permit a second living unit to be added to an existing single-family home, where the lot’s size is .7 acres and the zoning ordinance requires an allowable density in the R-3 Zone of 2 units per acre. The property is located at 48 Elm Street, Tax Map U2, Lot 207, R-3 Zone. This application is scheduled to be heard on Monday, February 29, 2016 at 7:00 p.m.

**Rachel and Per Lorentzen** – The ZBA has received an application for a variance to permit an accessory apartment in excess of 800 square feet in a single family home located at 213 Bay

Road, Tax Map R1, Lot 4-2 in the R-1 zoning district. This application is scheduled to be heard on Monday, February 29, 2016 at 7:00 p.m.

**Recommendations of the Economic Development Committee and Planning Board Action:**

At its meeting on November 10, the Planning Board set up a subcommittee of members to review the recommendations of the Economic Development Committee (EDC) and come up with some specific zoning changes for the full Board to consider with respect to the various concepts that were suggested at the August 3 joint meeting. Zoning ordinances prepared by other communities which address Continuing Care Retirement Communities and options for Assisted Living are being researched.

**Special Projects**

**Route 108 Pedestrian Crossings:** The project was advertised for bids on May 18, 2015, following FHWA approval of the final plans. Unfortunately, the Town did not receive any bids for the project due to the busy construction season and the unavailability of most contractors. The Town has received approval from the NHDOT/FHWA for additional funding to allow the re-bidding of the project during February 2016. The bids will be opened on Friday, March 4, 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) on the Planning Department web page. Construction is expected to start on or about April 4, 2016 and be completed by June 24, 2016.

**Macallen Dam Feasibility Study:** At the 2015 Town Meeting, funding in the amount of \$50,000, was approved for the Macallen Dam Capital Reserve Fund. The Town issued 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. Engineering proposals from three (3) firms were received on October 1, 2015. The committee conducted interviews on October 8. Awarding the contract for the stability analysis has been placed on hold. Meanwhile, the Town has entered into a contract with Gomez and Sullivan to follow up on some of the hydraulic calculations that were previously done, which could result in lower costs for bringing the dam into compliance with the Letter of Deficiency and the NH Department of Environmental Services (NH DES) requirements. The Macallen Dam Study Committee met on January 29 with Gomez and Sullivan to discuss the data, methodology, and model that was used to determine the 100 year flood flows that were previously agreed by NH DES. The Macallen Dam Study Committee is scheduled to meet with NH DES on Thursday, February 11, 2016 to discuss this re-evaluation further.

**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 prepare a feasibility study related to the project.

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: 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. This option was eliminated from consideration for cost reasons.

As cost estimates have come in higher than the budget allows, the staff met with NH DOT in September and discussed the possibility of scaling back the project or securing additional funding. The NH DOT indicated that they would fund 100% of the project up to \$ 809,000. However, any amount over that amount they will fund at 80%, provided the Town provides the 20% match. It has been determined by redefining the limits of the project to cover a portion of the distance from Irving gas station to Hersey Lane, the estimated project costs could be under the amount that is currently available; however any expanded project beyond that would require the Town to provide the required matching funds. The NH DOT has requested that the Town discuss its position on whether it is willing to provide the additional 20% match for the project, as originally envisioned, or whether it wishes to scale the project back in line with the 100% funding that is currently available to the Town (\$809,000.)

The NH DOT provided written comments back to Town for their consideration on February 1. Prior to moving forward with the project, there will be an opportunity to review the revised plans and cost estimates with the Town Council.

**Coastal Resilience Technical Assistance Project:** The Planning Department received a \$57,793 NH Coastal Program grant from the NH Department of flooding and climate change in the Moonlight Brook Watershed. This project will update an existing watershed model to characterize the conditions in the projections, identify potential flooding risks in the watershed and recommend measures to reduce storm water flows and restore ecosystem functions through the design of a green infrastructure project. Following the compilation of background data, and survey work to collect elevation data in the watershed, a complete watershed base model was created. The next step will be to refine the model by updating cross-sectional data, importing hourly weather data, and completing a build-out analysis.

This project will augment work that is currently underway related to establishing a tracking/accounting system for Total Nitrogen, under the PTTAP program, 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).

**PLANNING**

		<u><b>FISCAL YEAR 2016</b></u>		<b>Balance Year</b>	<b>% Spent</b>
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>			
129,153.00	8,027.66	63,552.00		65,601.00	49%

		<u><b>FISCAL YEAR 2015</b></u>		<b>Balance Year</b>	<b>% Spent</b>
<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>			
128,153.00	8,219.48	56,911.13		71,241.87	44%

## **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.

### **Projects**

- Finish financial statement audit. The field work has been completed. The financial statements are nearing completion.
- Dispose of tax deeded property.
- Transition financial institutions.
- Review ambulance billing revenue to call volume.
- Review health insurance options.
- Finalize accounting system selection. This project also includes performance measurement and citizen’s portal.
- Affordable Care Act reporting.

### **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 16	FY 15	Increase/ (decrease) e)	% Increase/ (decrease) e)	FY 14	Increase/ (decrease) e)	% Increase/ (decrease) e)
July	22	15	7	46.67%	11	4	36.36%
August	11	10	1	10.00%	26	(16)	-61.54%
September	12	12	-	0.00%	7	5	71.43%
October	11	10	1	10.00%	8	2	25.00%
November	12	3	9	300.00%	9	(6)	-66.67%
December	8	9	(1)	-11.11%	5	4	80.00%
January	16	5	11	220.00%	9	(4)	-44.44%
February		7			5	2	40.00%
March		7			14	(7)	-50.00%
April		8			10	(2)	-20.00%
May		14			11	3	27.27%
June		19			12	7	58.33%
Total	92	119	28	23.53%	127	(8)	-6.30%

#### **Financial Highlights:**

Balance Sheet – The Town’s fiscal health overall is stable. As of the end of November, the Town had \$11,058,773 in its operating bank account. Most of this balance, \$890,420 and \$1,979,608 are attributable to the water and sewer funds, respectively. We have enough funds for normal operations through fiscal year-end.

We have seen an increase in cash outflows in December, which is primarily due to the wastewater treatment facility construction.

#### **Revenues –**

- Now that we have increased our motor vehicle estimated budget, our actual revenues are slightly above projections (roughly 5%).
- Building permit revenues have flattened off, even though we still issue permits.
- Revenue from the State is at expected levels. We have one more expected receipt before we have collected all funds, which relates to a debt service grant for approximately \$23k.
- Ambulance revenue has begun to meet its targeted revenues. We met without our billing company representative regarding why we have seen reduced revenue. Apparently, the mix of payers (self-pay, insurance company, Medicare, or Medicaid) have changed. The change is more towards Medicare/Medicaid, who dictates their reimbursement rates. We are also making changes to how we deal with past due amounts in an effort to improve collections.
- As previously reported, miscellaneous revenues reported a one-time receipt for the health insurance refund, which was approximately \$44,000. Without the one-time receipt, we are at targeted revenues.

#### **Expenditures –**

- Our budget v. actual is stable, however, I anticipate future upward pressure in the Fire Department, as they have seen recent fire calls. Fire’s upward pressure may be offset by a reduced snow removal season, hopefully.
- Health care costs are still on my watch list, however, I continue to be optimistic on its final results.



- Projects – We are currently showing a deficit of \$40,879 for the wastewater treatment facility upgrade, which is due to reimbursement timing. Since this is a reimbursement based grant, we must expend funds prior to reimbursement. This results in deficits at the end of each month. At the beginning of the following month, we request reimbursement for all of our grants. To date, we have spent \$482,515 for the Macintosh Well Development, \$622,157 for the Great Hill Water Main Replacement, and \$1,769,467 for the Wastewater Treatment Facility Upgrade.

#### **FINANCE**

##### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
200,975.00	21,723.02	103,472.18	97,502.82	51%

##### **FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
199,175.00	7,668.91	83,273.31	115,901.69	42%

#### **HUMAN RESOURCES**

##### **FISCAL YEAR 2016**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
1,371,879.00	91,099.50	900,411.33	471,467.67	66%

##### **FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
1,385,709.00	87,101.78	789,386.49	596,322.51	57%

## **Recreation**

**Recreation Fiscal Business Report:** Total Recreation revenue comparison up to the first week of February fiscal year 2015-16 is \$71,085.11. Last fiscal year 2014-15 revenue was \$87,818.15. Marketing through social media, the introduction of several new highly successful programs, and expansion of existing programs are expected to close this revenue gap. However, last fiscal year the Recreation Department exceeded its projected revenue at the end of the year by generating a surplus of \$63,000.00. This year's disparity is from the full day Kindergarten that the School enacted in the fall. This has had a direct effect to the very successful preschool program that was full in the mornings and the afternoons. This was very large revenue hit for the department. The department is making strategic adjustments that will shrink the \$16,733.04 gap. The Recreation Department predicts it will have surplus this fiscal year too. The general fund revenue this fiscal year currently is \$6,246.00 which is \$3,338.00 more than this time last fiscal year which was \$2,908.00. This increase is because of facility rentals and expansion of programs at the Sunrise Sunset 55+ Activity Center. Kim Tilton, the Center Program Director is directly responsible for these new programs offerings and increasing recreation opportunities to the 55+ age segment in Newmarket.

The expenditure of the Revolving Account as of February this fiscal year is 140,241.63 or 62%% of the total budget and is right on track for the department's 5 month projections. The General Fund expenditures as of February, 2016 are 123,944.00 which is 70% of the total budget. The expenditure projections are right on track with 5 months left of this fiscal year.

**Rec Connect** is a Newmarket Community Relations & Collaboration Program managed by the Newmarket Recreation Department and supported by many organizations in town, especially the Newmarket Business Association. There are several facets to this program all in an effort to make things easier and be more efficient. Through the Rec -Connect Program, the Recreation Department provides support of our town, in this case we were able to provide 4 of our on-staff, first aid certified, back ground checked staff to provide recreation opportunities for the kids during the Newmarket Town and School deliberative session on January 30<sup>th</sup>. Rec Connect is collaborating with the Newmarket Mill Space in order to use their theater space for the expansion of the Mother Son Dance scheduled for April 1<sup>st</sup>. on April Fool's Day which will be this year's theme for the dance.

**Programs** Preschool playgroup numbers are picking up with almost 9 in every class. Music and Fun for Everyone classes is filling up with the word getting out to parents of infants and preschoolers. Silly Sports just concluded with 15 preschoolers participating. Soft hockey begins in three weeks and is filling up fast

Ballet and Tap classes are full for preschool up to 3<sup>rd</sup> grade

Special Events Tomorrow, Thursday, February 11<sup>th</sup>, will be the 21<sup>st</sup> Annual Daddy- Daughter Date Night will take place at the Rockingham Ballroom. Over 175 girls are expected to attend the event with their escorts from 6:30-8:30 PM. The theme is "Spin Sparked and be Dazzled."

**Sunrise Sunset 55+ Activity Center** started the New Year off on a positive note with a new program called Connections and Reflections. This will be a once a month offering at the center with volunteer



facilitators, Pastor Patty Marsden and Amy Pollard. The focus of the group will be to find meaning in life after retirement through personal growth, staying motivated and living with purpose. Both of these women have much experience to offer the group. The first meeting had a great showing of 16 participants.

The Silver Stars Acting Troupe met for the first time since last year's production of 'Somewhere Over the Hill'. The group is discussing what type of performance they would like to do this year. The actors are excited about the possibility of a Murder Mystery which would be performed to the public in May.

Trips this month included the Center's first Supper Club evening trip to Good Ole Sports in Rochester at the Spaulding High School. The 55+ population had a delicious catered meal, won some door prizes and listened to a live band and several couples enjoyed dancing, too. Some of the center's participants also took a trip to the Ocean Gaming & Casino at Hampton Beach which is a charitable gaming venue. They were served lunch and then the group played high stakes Bingo. Most everyone won some cash. The Newmarket group was the only one playing that day. The Gaming Casino at Hampton also provided the Center with a van service so we were able to offer this trip to more than just 14 people. Winter mystery trip was a historical one as the 55+ population headed to the Mill Yard Museum in Manchester for a tour and presentation on how the Mills on the Amoskeag River came to shape the growth and development of this city. Everyone enjoyed the similar mill history to Newmarket and the Lamprey but on a much larger scale. Lunch was served at a café that was located in one of the mill buildings as well.

The Center had a great turn out for our February Tuesday Talk with Ron Lemieux who presented his Power Point program of 'Remembering Newmarket' along with his collection of the Newmarket Times newspapers. In addition to that he provided participants with several pieces of memorabilia for viewing, too. This talk was more like an open discussion among many Newmarket residents that attended. Ron will join the Center again soon for part 2 of his presentation. There were over 34 people who attended this program.

At the January Luncheon, the 'Vial of Life' program was presented to the Center's senior population. The Center took over this program from the Fire Dept. this year in order to reach more seniors. This change in venue, the collaborators were able to distribute 50 of the decals, vials and paperwork to our aging population to be prepared for a medical emergency. The Center will continue to promote the use of this system so that Newmarket's EMT's can locate pertinent information quickly when faced with emergency situations.

The Sunrise card players have formed a Whist Club where 12 or more players meet every other Wednesday afternoon for tournament play. The group is comprised of both men and women of all ages. The Center still offers other card games during the week in addition to ten cent Bingo and Wii Bowling. Trivia Tuesdays are still going strong with the promise of more players in the near future. Trivia is still sponsored in part by The Pines of Newmarket and Jeremy's Pizza.

Bone Builders exercise class has doubled in size since arriving at the center. The Center can accommodate up to 35 members at one time but this number makes it difficult for the instructors to keep an eye on proper body movement of participants. Bone Builders will need to start to limit the number of people in the group if it continues to grow. This morning alone 5 new people showed up! These are



people that live in town and have never been exposed to the Sunrise Center. These new participants are very good for the Center!

The Sunrise Sunset 55+ Center will be spending the second half of February preparing for the second annual Sunrise Sunset Strip Casino Night which takes place at the center in early March. The Center is looking for sponsors and prize donations for this evening event where there will be Black Jack, Poker, Horse Racing and more! The center now owns its own poker tables and chips this year so will be running this event entirely on its own with no rental of overhead with help and manning the evening with dedicated volunteers.

#### RECREATION

<u>FISCAL YEAR 2016</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
210,407.00	20,195.13	123,944.03	86,462.97	59%

		<u>FISCAL YEAR 2015</u>		
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
204,114.00	16,232.35	103,944.92	100,169.08	51%

#### RECREATION REVOLVING

<u>FISCAL YEAR 2016</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
199,670.00	11,316.09	140,241.63	59,428.37	70%

<u>FISCAL YEAR 2015</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
191,172.00	3,426.51	119,124.02	72,047.98	62%

Town of Newmarket, New Hampshire  
Expense Report <sup>\*b</sup>  
For the Period Ended January 31, 2016

Fiscal Year 2016							Fiscal Year 2015					
						Percent of Budget Spent					Percent of Budget Spent	
Department	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year		Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	
Town Council			19,300.00	663.75	13,762.50	5,537.50	71%	19,050.00	3,696.74	12,852.99	6,197.01	67%
Town Administrator			176,994.00	3,006.31	110,524.58	66,469.42	62%	176,144.00	15,035.48	102,010.31	74,133.69	58%
Finance			200,975.00	21,723.02	103,472.18	97,502.82	51%	199,175.00	7,668.91	83,273.31	115,901.69	42%
Human Resource			1,371,879.00	91,099.50	900,411.33	471,467.67	66%	1,385,709.00	87,101.78	789,386.49	596,322.51	57%
Town Clerk/Tax Collector			162,270.00	12,295.20	85,451.63	76,818.37	53%	166,544.00	10,937.29	85,612.25	80,931.75	51%
Recreation			210,407.00	20,195.13	123,944.03	86,462.97	59%	204,114.00	16,232.35	103,944.92	100,169.08	51%
Code Enforcement			67,253.00	5,823.40	39,060.23	28,192.77	58%	66,723.00	5,790.40	39,096.32	27,626.68	59%
Direct Assistance			48,220.00	1,300.83	17,155.03	31,064.97	36%	64,720.00	2,928.54	17,701.36	47,018.64	27%
Assessing			63,900.00	4,947.47	39,616.71	24,283.29	62%	66,723.00	3,832.79	24,159.02	42,563.98	36%
Legal			80,000.00	10,213.57	44,935.02	35,064.98	56%	75,000.00	2,294.88	41,699.45	33,300.55	56%
Planning			129,153.00	8,027.66	63,552.00	65,601.00	49%	128,153.00	8,219.48	56,911.13	71,241.87	44%
Conservation			1,941.00	131.25	1,597.63	343.37	82%	1,941.00	60.00	1,057.50	883.50	54%
Economic Development			1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	0.00	1,000.00	0%
Debt Service			131,959.00	0.00	134,158.32	-2,199.32	102%	141,550.00	0.00	138,458.32	3,091.68	98%
Information Technology			131,752.00	22,292.95	83,960.25	47,791.75	64%	140,152.00	7,465.86	83,981.39	56,170.61	60%
Channel 13			30,387.00	3,691.84	15,496.40	14,890.60	51%	29,387.00	1,687.40	17,044.71	12,342.29	58%
Police			1,308,012.00	88,660.75	666,671.40	641,340.60	51%	1,264,752.00	88,911.41	671,103.59	593,648.41	53%
Public Work Administration			417,347.00	36,687.37	209,950.93	207,396.07	50%	417,247.00	36,833.09	232,378.96	184,868.04	56%
Roadways & Sidewalks			386,570.00	21,706.08	187,443.58	199,126.42	48%	384,070.00	6,679.00	288,454.68	95,615.32	75%
Street Lights			46,250.00	3,598.44	24,735.58	21,514.42	53%	46,250.00	4,042.25	24,366.51	21,883.49	53%
Buildings & Grounds			468,202.00	28,079.89	265,435.44	202,766.56	57%	449,362.00	37,907.86	283,569.35	165,792.65	63%
Cemetery			36,963.00	1,465.60	15,645.91	21,317.09	42%	36,963.00	1,851.19	15,458.03	21,504.97	42%
Vehicle			197,700.00	23,466.04	105,472.25	92,227.75	53%	174,810.00	28,245.74	121,642.15	53,167.85	70%
Fire & Rescue			334,185.00	32,086.65	211,559.11	122,625.89	63%	335,785.00	25,139.61	195,181.64	140,603.36	58%
Emergency Management			1,950.00	0.00	1,742.00	208.00	89%	1,950.00	0.00	0.00	1,950.00	0%
Grants			69,300.00	2,000.00	30,770.00	38,530.00	44%	67,048.00	0.00	53,325.00	13,723.00	80%
Social Service Grant			43,429.00	0.00	36,429.00	7,000.00	84%	45,023.00	10,100.00	37,323.00	7,700.00	83%
General Fund			6,137,298.00	443,162.70	3,532,953.04	2,604,344.96	58%	6,089,345.00	412,662.05	3,519,992.38	2,569,352.62	58%
Library			314,033.00	21,010.44	177,792.12	136,240.88	57%	303,736.00	20,255.84	157,942.40	145,793.60	52%
Recreation			199,670.00	11,316.09	140,241.63	59,428.37	70%	191,172.00	3,426.51	119,124.02	72,047.98	62%
Solid Waste			443,981.00	39,169.65	225,843.86	218,137.14	51%	449,611.00	37,393.90	229,505.27	220,105.73	51%
Water			583,051.00	31,434.78	288,644.24	294,406.76	50%	469,062.00	40,506.81	274,608.70	194,453.30	59%
Sewer			937,237.00	39,418.07	473,935.89	463,301.11	51%	847,896.00	90,076.71	375,140.69	472,755.31	44%
Total Operating Budget			8,615,270.00	585,511.73	4,839,410.78	3,775,859.22	56%	8,350,822.00	604,321.82	4,676,313.46	3,674,508.54	56%

\* Does not include Capital Reserve Transfers

Town of Newmarket, New Hampshire  
Expense Report <sup>1-3</sup>  
For the Period Ended January 31, 2016

Fiscal Year 2016							Fiscal Year 2015						
Department	Account Number	ACCOUNT DESCRIPTION	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	
Town Council	01-401-100-0000	TC - ELECTED SALARIES	11,000.00	0.00	8,250.00	2,750.00	75%	11,000.00	2,750.00	8,250.00	2,750.00	75%	
	01-401-103-0000	TC - PART-TIME	7,800.00	663.75	5,512.50	2,287.50	71%	7,800.00	926.25	4,582.50	3,217.50	59%	
	01-401-190-0000	TC - TRAINING	250.00	0.00	0.00	250.00	0%	250.00	0.00	0.00	250.00	0%	
	01-401-202-0000	TC - GENERAL SUPPLIES	250.00	0.00	0.00	250.00	0%	0.00	20.49	20.49	-20.49	0%	
			19,300.00	663.75	13,762.50	5,537.50	71%	19,050.00	3,696.74	12,852.99	6,197.01	67%	
Town Administrator	01-402-101-0000	TA - FULL TIME SALARIES	129,394.00	10,138.08	81,712.62	47,681.38	63%	129,394.00	9,510.30	70,820.66	58,573.34	55%	
	01-402-103-0000	TA - PART TIME SALARIES	4,000.00	0.00	2,065.39	1,934.61	52%	4,000.00	0.00	2,426.49	1,573.51	61%	
	01-402-190-0000	TA - TRAINING/STAFF DEV	3,000.00	38.29	3,110.73	-110.73	104%	3,000.00	466.99	1,960.57	1,039.43	65%	
	01-402-201-0000	TA - POSTAGE	3,000.00	229.11	1,925.55	1,074.45	64%	3,000.00	213.08	1,389.09	1,610.91	46%	
	01-402-202-0000	TA - GENERAL SUPPLIES	11,000.00	378.43	5,046.43	5,953.57	46%	11,000.00	3,569.47	8,679.12	2,320.88	79%	
	01-402-301-0000	TA - COMMUNICATION SERVICES	4,100.00	330.48	2,271.37	1,828.63	55%	4,000.00	322.77	2,304.30	1,695.70	58%	
	01-402-310-0002	TA - DUES/SUBSCRIPTIONS	9,000.00	60.00	8,698.67	301.33	97%	8,000.00	60.00	9,563.14	-1,563.14	120%	
	01-402-310-0003	TA - ADVERTISING	2,500.00	80.42	1,438.70	1,061.30	58%	2,500.00	450.37	1,706.80	793.20	68%	
	01-402-310-0005	TA - BOOKS	500.00	0.00	0.00	500.00	0%	750.00	0.00	300.00	450.00	40%	
	01-402-402-0000	TA - EQUIPMENT MAINTENA	5,000.00	236.00	4,234.63	765.37	85%	5,000.00	442.50	2,724.71	2,275.29	54%	
	01-402-501-0000	TA - PRINTING/PUBLISHING	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	135.43	2,864.57	5%	
	01-402-702-0000	TA - CONTRACTED SERVICE	2,500.00	-8,484.50	20.49	2,479.51	1%	2,500.00	0.00	0.00	2,500.00	0%	
			176,994.00	3,006.31	110,524.58	66,469.42	62%	176,144.00	15,035.48	102,010.31	74,133.69	58%	
Finance	01-403-100-0000	FINANCE - ELECTED OFFICIALS	900.00	0.00	0.00	900.00	0%	5,900.00	416.67	2,916.69	2,983.31	49%	
	01-403-101-0000	FINANCE - FULL TIME SALARIES	163,725.00	20,705.79	85,676.21	78,048.79	52%	158,725.00	6,606.42	74,248.73	84,476.27	47%	
	01-403-103-0000	FINANCE - PART TIME SALARIES*	5,000.00	416.67	2,916.69	2,083.31	58%	0.00	0.00	0.00	0.00	0%	
	01-403-190-0000	FINANCE - TRAINING/STAFF DEVELOPMENT	0.00	0.00	99.12	-99.12	0%	1,000.00	0.00	0.00	1,000.00	0%	
	01-403-202-0000	FINANCE - GENERAL SUPPLIES	5,000.00	416.06	2,560.56	2,439.44	51%	5,600.00	443.00	4,401.70	1,198.30	79%	
	01-403-301-0000	FINANCE - COMMUNICATIONS SERVICES	2,400.00	184.50	1,432.31	967.69	60%	2,300.00	202.82	1,213.58	1,086.42	53%	
	01-403-310-0001	FINANCE - BUDGET COMMITTEE EXPENSE	600.00	0.00	0.00	600.00	0%	200.00	0.00	0.00	200.00	0%	
	01-403-310-0002	FINANCE - DUES/SUBSCRIPTIONS	300.00	0.00	0.00	300.00	0%	300.00	0.00	0.00	300.00	0%	
	01-403-310-0003	FINANCE - ADVERTISING	1,000.00	0.00	0.00	1,000.00	0%	2,000.00	0.00	152.95	1,847.05	8%	
	01-403-402-0000	FINANCE - EQUIPMENT MAINTENANCE	600.00	0.00	446.29	153.71	74%	2,600.00	0.00	339.66	2,260.34	13%	
	01-403-703-0000	FINANCE - AUDIT	21,450.00	0.00	10,341.00	11,109.00	48%	20,550.00	0.00	0.00	20,550.00	0%	
			200,975.00	21,723.02	103,472.18	97,502.82	51%	199,175.00	7,668.91	83,273.31	115,901.69	42%	
Human Resource	01-404-150-0000	EMP BEN - FICA	111,000.00	8,612.31	62,178.49	48,821.51	56%	172,772.00	8,314.36	64,977.00	107,795.00	38%	
	01-404-151-0000	EMP BEN - MEDICARE	43,407.00	3,079.24	22,499.82	20,907.18	52%	40,407.00	2,989.43	22,580.01	17,826.99	56%	
	01-404-152-0000	EMP BEN - PRE-EMPLOYMENT TESTING	750.00	20.00	671.50	78.50	90%	1,000.00	40.00	393.00	607.00	39%	
	01-404-155-0000	EMP BEN - HEALTH INSURANCE	526,976.00	43,057.14	339,283.86	187,692.14	64%	518,565.00	40,168.30	317,058.73	201,506.27	61%	
	01-404-156-0000	EMP BEN - NH RETIREMENT	397,313.00	31,609.46	230,481.55	166,831.45	58%	397,313.00	29,595.36	218,412.68	178,900.32	55%	
	01-404-159-0000	EMP BEN - LIFE/DISABILITY BENE	25,575.00	1,944.07	13,667.42	11,907.58	53%	28,639.00	1,573.36	13,597.06	15,041.94	47%	
	01-404-160-0000	EMP BEN - WORKERS COMPENSATION	113,990.00	-77.00	116,476.00	-2,486.00	102%	53,965.00	-81.34	46,013.85	7,951.15	85%	
	01-404-161-0000	EMP BEN - UNEMPLOYMENT	6,523.00	2,797.28	2,797.28	3,725.72	43%	6,212.00	4,202.31	4,202.31	2,009.69	68%	
	01-404-162-0000	EMP BEN - EMPLOYEE TESTING	600.00	57.00	57.00	543.00	10%	600.00	300.00	444.00	156.00	74%	
	01-404-190-0000	HR - TRAINING STAFF DEVELOPMENT	2,500.00	0.00	1,673.41	826.59	67%	0.00	0.00	777.85	-777.85	0%	
	01-404-197-0000	EMP BEN - MERIT INCREASE POOL	35,000.00	0.00	0.00	35,000.00	0%	50,000.00	0.00	0.00	50,000.00	0%	
	01-404-198-0000	EMP BEN - LONGEVITY	18,675.00	0.00	15,750.00	2,925.00	84%	17,325.00	0.00	14,625.00	2,700.00	84%	
	01-404-504-0006	EMP BEN - PROPERTY LIABILITY INSURANCE	89,570.00	0.00	93,845.00	-4,275.00	105%	98,911.00	0.00	85,305.00	13,606.00	86%	
	01-404-504-0007	EMP BEN - INSURANCE DEDUCTIBLES	0.00	0.00	1,030.00	-1,030.00	0%	0.00	0.00	1,000.00	-1,000.00	0%	
			1,371,879.00	91,099.50	900,411.33	471,467.67	66%	1,385,709.00	87,101.78	789,386.49	596,322.51	57%	
Town Clerk/Tax Collector	01-405-101-0000	TC/TC - FULL TIME SALARIES	101,548.00	8,147.33	58,093.60	43,454.40	57%	99,362.00	7,817.58	54,794.01	44,567.99	55%	
	01-405-103-0000	TC/TC - PART TIME SALARIES	27,410.00	1,974.24	16,277.06	11,132.94	59%	26,581.00	2,167.42	17,363.04	9,217.96	65%	
	01-405-103-0070	TC/TC PT - ELECTION OFFICIALS	5,106.00	570.00	570.00	4,536.00	11%	6,540.00	80.25	2,780.25	3,759.75	43%	
	01-405-190-0000	TC/TC - TRAINING STAFF DEVELOPMENT	2,600.00	106.88	653.50	1,946.50	25%	3,570.00	0.00	1,112.80	2,457.20	31%	
	01-405-201-0000	TC/TC - POSTAGE	8,966.00	396.91	4,116.89	4,849.11	46%	6,966.00	374.69	3,957.69	3,008.31	57%	
	01-405-201-1000	TC/TC - SPECIAL POSTAGE	0.00	0.00	0.00	0.00	0%	5,600.00	0.00	0.00	5,600.00	0%	
	01-405-202-0000	TC/TC - GENERAL SUPPLIES	3,300.00	286.17	1,736.20	1,563.80	53%	3,300.00	176.08	1,238.40	2,061.60	38%	
	01-405-301-0000	TC/TC - COMMUNICATION SERVICES	1,600.00	122.44	733.13	866.87	46%	1,600.00	119.88	856.33	743.67	54%	
	01-405-310-0002	TC/TC - DUES/SUBSCRIPTIONS	360.00	9.00	65.00	295.00	18%	650.00	25.00	187.95	462.05	29%	
	01-405-310-0003	TC/TC - ADVERTISING	0.00	0.00	231.33	-231.33	0%	200.00	0.00	64.40	135.60	32%	
	01-405-310-0070	TC/TC - ELECTION/REGISTRATION	4,380.00	673.25	875.04	3,504.96	20%	4,975.00	0.00	2,344.39	2,630.61	47%	
	01-405-402-0000	TC/TC - EQUIPMENT MAINTENANCE	1,400.00	0.00	497.00	903.00	36%	1,400.00	0.00	599.66	800.34	43%	
	01-405-702-0000	TC/TC - DEED RESEARCH	2,600.00	8.98	210.25	2,389.75	8%	2,600.00	6.49	143.43	2,456.57	6%	
01-405-702-1000	TC/TC - CODIFICATION	500.00	0.00	1,392.63	-892.63	279%	700.00	0.00	0.00	700.00	0%		
01-405-800-0000	TC/TC - EQUIPMENT PURCHASE	2,500.00	0.00	0.00	2,500.00	0%	2,500.00	169.90	169.90	2,330.10	7%		
		162,270.00	12,295.20	85,451.63	76,818.37	53%	166,544.00	10,937.29	85,612.25	80,931.75	51%		
Recreation	01-406-101-0000	RECREATION-FULL TIME SALARIES	146,666.00	11,863.59	84,938.90	61,727.10	58%	146,666.00	11,374.22	81,095.13	65,570.87	55%	
	01-406-103-0000	RECREATION-PART TIME SALARIES	43,434.00	3,240.41	23,224.76	20,209.24	53%	35,006.00	3,296.24	13,032.88	21,973.12	37%	
	01-406-190-0000	RECREATION-TRAINING/STAFF DEVELOP.	2,000.00	274.00	2,543.13	-543.13	127%	2,000.00	470.00	825.00	1,175.00	41%	
	01-406-191-0000	RECREATION-TRAVEL EXPENSE	300.00	0.00	0.00	300.00	0%	300.00	0.00	0.00	300.00	0%	
	01-406-192-0000	RECREATION-MEAL ALLOWANCE	300.00	0.00	78.95	221.05	26%	300.00	0.00	28.03	271.97	9%	
	01-406-201-0000	RECREATION-POSTAGE	1,500.00	0.00	661.75	838.25	44%	1,500.00	0.00	817.33	682.67	54%	
	01-406-202-0000	RECREATION-GENERAL SUPPLIES	1,650.00	75.27	705.62	944.38	43%	1,650.00	53.16	142.70	1,507.30	9%	
	01-406-301-0000	RECREATION-COMMUNICATION SERVICE	3,288.00	282.78	1,606.32	1,681.68	49%	3,159.00	277.46	1,960.56	1,198.44	62%	
	01-406-310-0002	RECREATION-DUES/SUBSCRIPTIONS	1,233.00	65.00	810.96	422.04	66%	645.00	0.00	432.94	212.06	67%	
	01-406-402-0000	RECREATION-EQUIP. MAINTENANCE	6,636.00	4,268.08	6,086.77	549.23	92%	7,188.00	681.77	4,870.73	2,317.27	68%	
	01-406-800-0000	RECREATION-EQUIP. PURCHASE	1,200.00	0.00	985.44	214.56	82%	1,200.00	0.00	0.00	1,200.00	0%	
	01-406-904-0000	RECREATION-SUNRISE SUNSET SR CTR	2,200.00	126.00	2,								



Town of Newmarket, New Hampshire  
Expense Report <sup>1</sup>/<sub>2</sub>  
For the Period Ended January 31, 2016

Fiscal Year 2016							Fiscal Year 2015					
Department	Account Number	ACCOUNT DESCRIPTION	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
Direct Assistance	01-408-103-0000	DIR ASSIST - PART-TIME SALARIES	22,320.00	1,268.45	10,816.51	11,503.49	48%	21,320.00	1,342.75	9,939.42	11,380.58	47%
	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	32.38	188.52	11.48	94%	200.00	30.79	426.94	-226.94	213%
	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	1,500.00	0.00	0.00	1,500.00	0%	2,000.00	0.00	60.00	1,940.00	3%
	01-408-315-0039	DIR ASSIST - RENT	15,000.00	0.00	4,900.00	10,100.00	33%	30,000.00	1,555.00	7,275.00	22,725.00	24%
	01-408-315-0040	DIR ASSIST - ELECTRICITY	1,500.00	0.00	500.00	1,000.00	33%	3,000.00	0.00	0.00	3,000.00	0%
	01-408-315-0041	DIR ASSIST - HEAT	2,500.00	0.00	0.00	2,500.00	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-408-315-0042	DIR ASSIST - MEDICAL	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
	01-408-315-0043	DIR ASSIST - MISCELLANEOUS	3,000.00	0.00	750.00	2,250.00	25%	3,000.00	0.00	0.00	3,000.00	0%
			48,220.00	1,300.83	17,155.03	31,064.97	36%	64,720.00	2,928.54	17,701.36	47,018.64	27%
Assessing	01-409-101-0000	ASSES - FULL TIME SALARIES	0.00	0.00	0.00	0.00	0%	16,973.00	0.00	0.00	16,973.00	0%
	01-409-130-0000	ASSES - COTNRACED SERVICES	55,000.00	4,946.01	39,601.34	15,398.66	72%	40,000.00	3,822.50	16,405.00	23,595.00	41%
	01-409-190-0000	ASSES - TRAINING	0.00	0.00	0.00	0.00	0%	200.00	0.00	212.75	-12.75	106%
	01-409-191-0000	ASSES - MILEAGE	0.00	0.00	0.00	0.00	0%	250.00	0.00	0.00	250.00	0%
	01-409-201-0000	ASSES - POSTAGE	500.00	1.46	15.37	484.63	3%	500.00	10.29	46.74	453.26	9%
	01-409-202-0000	ASSES - GENERAL SUPPLIES	500.00	0.00	0.00	500.00	0%	500.00	0.00	94.53	405.47	19%
	01-409-310-0002	ASSES - DUES/SUBSCRIPTIONS	350.00	0.00	0.00	350.00	0%	900.00	0.00	0.00	900.00	0%
	01-409-407-0000	ASSES - SOFTWARE	7,550.00	0.00	0.00	7,550.00	0%	7,400.00	0.00	7,400.00	0.00	100%
			63,900.00	4,947.47	39,616.71	24,283.29	62%	66,723.00	3,832.79	24,159.02	42,563.98	36%
Legal	01-410-602-0000	LEGAL - LEGAL EXPENSES	80,000.00	10,213.57	44,935.02	35,064.98	56%	75,000.00	2,294.88	41,699.45	33,300.55	56%
				80,000.00	10,213.57	44,935.02	35,064.98	56%	75,000.00	2,294.88	41,699.45	33,300.55
Planning	01-411-101-0000	PLAN - FULL TIME SALARIES	95,708.00	7,598.00	54,483.48	41,224.52	57%	95,708.00	7,432.71	53,069.34	42,638.66	55%
	01-411-103-0000	PLAN - PART TIME SALARIES	2,000.00	0.00	1,345.90	654.10	67%	2,000.00	489.48	1,240.47	759.53	62%
	01-411-190-0000	PLAN - TRAINING/STAFF DEVELOPMENT	1,500.00	17.25	499.50	1,000.50	33%	1,500.00	0.00	51.80	1,448.20	3%
	01-411-201-0000	PLAN - POSTAGE	2,000.00	111.46	614.53	1,385.47	31%	2,000.00	2.25	603.59	1,396.41	30%
	01-411-202-0000	PLAN - GENERAL SUPPLIES	2,000.00	286.82	928.39	1,071.61	46%	2,000.00	193.22	892.33	1,107.67	45%
	01-411-202-0054	PLAN - MAPPING SUPPLIES	4,000.00	0.00	3,000.00	1,000.00	75%	4,000.00	0.00	0.00	4,000.00	0%
	01-411-301-0000	PLAN - COMMUNICATIONS SERVICES	600.00	54.13	324.67	275.33	54%	600.00	51.82	375.70	224.30	63%
	01-411-310-0002	PLAN - DUES/SUBSCRIPTIONS	8,345.00	-40.00	425.00	7,920.00	5%	8,345.00	50.00	50.00	8,295.00	1%
	01-411-310-0003	PLAN - ADVERTISING	2,000.00	0.00	923.03	1,076.97	46%	2,000.00	0.00	627.90	1,372.10	31%
	01-411-702-0000	PLAN - TAX MAPS	1,000.00	-1,007.50	0.00	1,000.00	0%	0.00	0.00	0.00	0.00	0%
	01-411-703-0000	PLAN - CONTRACTED SERVICES	10,000.00	1,007.50	1,007.50	8,992.50	10%	10,000.00	0.00	0.00	10,000.00	0%
			129,153.00	8,027.66	63,552.00	65,601.00	49%	128,153.00	8,219.48	56,911.13	71,241.87	44%
Conservation	01-413-103-0000	CON COMM - PT RECORDING SECRETARY	1,000.00	131.25	877.50	122.50	88%	1,000.00	60.00	1,057.50	-57.50	106%
	01-413-201-0000	CON COMM - POSTAGE	60.00	0.00	6.96	53.04	12%	60.00	0.00	0.00	60.00	0%
	01-413-202-0000	CON COMM - GENERAL SUPPLI	200.00	0.00	200.00	0.00	100%	200.00	0.00	0.00	200.00	0%
	01-413-310-0002	CON COMM - DUES/SUBSCRIPT	390.00	0.00	363.00	27.00	93%	390.00	0.00	0.00	390.00	0%
	01-413-702-0000	CON COMM - CONTRACTED SERVICES	291.00	0.00	150.17	140.83	52%	291.00	0.00	0.00	291.00	0%
			1,941.00	131.25	1,597.63	343.37	82%	1,941.00	60.00	1,057.50	883.50	54%
Economic Development	01-414-310-0000	ECON DEV - OPERATING EXPENSE	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	0.00	1,000.00	0%
				1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	0.00	1,000.00
Debt Service	01-418-950-0000	DEBT SER - PRINCIPLE	100,000.00	0.00	100,000.00	0.00	100%	100,000.00	0.00	100,000.00	0.00	100%
	01-418-951-0000	DEBT SER - INTEREST	31,959.00	0.00	34,158.32	-2,199.32	107%	41,550.00	0.00	38,458.32	3,091.68	93%
			131,959.00	0.00	134,158.32	-2,199.32	102%	141,550.00	0.00	138,458.32	3,091.68	98%
Information Technology	01-420-101-0000	MIS - FULL TIME SALARIES	65,377.00	5,244.84	37,530.68	27,846.32	57%	65,377.00	5,028.92	36,208.22	29,168.78	55%
	01-420-103-0000	MIS - PART TIME SALARIES	0.00	0.00	0.00	0.00	0%	3,000.00	0.00	0.00	3,000.00	0%
	01-420-190-0000	MIS - TRAINING	1,000.00	996.00	996.00	4.00	100%	1,000.00	0.00	0.00	1,000.00	0%
	01-420-202-0000	MIS - GENERAL SUPPLIES	2,500.00	105.19	2,034.02	465.98	81%	2,500.00	311.50	1,567.87	932.13	63%
	01-420-301-0000	MIS - COMMUNICATION SERVICE	600.00	50.50	304.16	295.84	51%	500.00	51.13	403.20	96.80	81%
	01-420-310-0002	MIS - DUES SUBSCRIPTIONS	275.00	0.00	0.00	275.00	0%	275.00	0.00	0.00	275.00	0%
	01-420-407-0000	MIS - SOFTWARE MAINT	40,000.00	12,839.03	30,130.01	9,869.99	75%	47,500.00	369.95	34,244.53	13,255.47	72%
	01-420-409-0000	MIS - REPAIRS/MAINT	4,500.00	932.09	3,367.29	1,132.71	75%	4,000.00	715.82	4,109.44	-109.44	103%
	01-420-414-0000	MIS - SOFTWARE LICENSES	4,500.00	0.00	364.49	4,135.51	8%	4,500.00	0.00	338.25	4,161.75	8%
	01-420-702-0000	MIS - VENDOR SUPPORT	1,000.00	960.00	960.00	40.00	96%	1,500.00	0.00	0.00	1,500.00	0%
	01-420-800-0000	MIS - NEW EQUIPMENT	12,000.00	1,165.30	8,273.60	3,726.40	69%	10,000.00	988.54	7,109.88	2,890.12	71%
			131,752.00	22,292.95	83,960.25	47,791.75	64%	140,152.00	7,465.86	83,981.39	56,170.61	60%
Channel 13	01-421-103-0000	CHANNEL 13 PART TIME SALARIES	21,887.00	1,755.84	12,560.40	9,326.60	57%	21,887.00	1,687.40	12,376.42	9,510.58	57%
	01-421-202-0000	CHANNEL 13 MISC EQUIPMENTS	6,000.00	1,686.00	1,936.00	4,064.00	32%	5,000.00	0.00	4,668.29	331.71	93%
	01-421-310-0000	CHANNEL 13 - OPERATING EXPENSES	2,500.00	250.00	1,000.00	1,500.00	40%	2,500.00	0.00	0.00	2,500.00	0%
			30,387.00	3,691.84	15,496.40	14,890.60	51%	29,387.00	1,687.40	17,044.71	12,342.29	58%
Police	01-438-101-0000	POLICE - FULL TIME SALARIES	1,013,622.00	73,453.73	531,563.64	482,058.36	52%	988,382.00	76,276.24	544,236.53	444,145.47	55%
	01-438-102-0000	POLICE - OVERTIME	105,140.00	8,605.07	79,445.62	25,694.38	76%	105,140.00	5,016.20	59,008.53	46,131.47	56%
	01-438-103-0000	POLICE - PART-TIME SALARIES	35,000.00	2,150.69	16,346.66	18,653.34	47%	35,000.00	2,289.92	18,940.59	16,059.41	54%
	01-438-162-0000	POLICE - MEDICAL	2,500.00	250.00	1,064.78	1,435.22	43%	2,500.00	0.00	791.15	1,708.85	32%
	01-438-190-0000	POLICE - TRAINING/STAFF DEVELOPMENT	10,000.00	345.00	491.78	9,508.22	5%	10,000.00	0.00	2,378.41	7,621.59	24%
	01-438-191-0000	POLICE - TRAVEL/MILEAGE	600.00	0.00	108.90	491.10	18%	250.00	0.00	69.35	180.65	28%
	01-438-193-0000	POLICE - UNIFORMS	8,800.00	131.90	2,573.58	6,226.42	29%	8,800.00	899.49	2,750.76	6,049.24	31%
	01-438-194-0000	POLICE - EDUCATIONAL INCENTIVE	5,000.00	0.00	4,100.00	900.00	82%	5,000.00	0.00	4,500.00	500.00	90%
	01-438-195-0000	POLICE - CLEANING ALLOWANCE	2,500.00	0.00	2,250.00	250.00	90%	2,500.00	0.00	2,500.00	0.00	100%
	01-438-199-0000	POLICE - CRIMINAL INVESTIGATION	2,000.00	0.00	264.97	1,735.03	13%	2,000.00	0.00	260.56	1,739.44	13%
	01-438-200-0000	POLICE - YOUTH/PUBLIC RELATIONS	2,500.00	0.00	49.15	2,450.85	2%	2,500.00	0.00	266.83	2,233.17	11%
	01-438-201-0000	POLICE - POSTAGE	450.00	29.63	256.50	193.50	57%	450.00	41.15	326.67	123.33	73%
	01-438-202-0000	POLICE - OFFICE SUPPLIES	5,500.00	471.14	2,940.96	2,559.04	53%	5,500.00	427.15	2,184.16	3,315.84	40%
	01-438-202-0438	POLICE-GENERAL SUPPLIES	400.00	20.50	140.50	259.50	35%	400.00	26.94	161.64	238.2	



Town of Newmarket, New Hampshire  
Expense Report <sup>1</sup>/<sub>2</sub>  
For the Period Ended January 31, 2016

Fiscal Year 2016							Fiscal Year 2015					
Department	Account Number	ACCOUNT DESCRIPTION	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
Public Work Administration	01-441-101-0000	PW ADMIN. - FULL TIME SALARIES	118,136.00	9,160.32	65,504.80	52,631.20	55%	118,136.00	9,087.36	65,428.99	52,707.01	55%
	01-441-102-0000	PW ADMIN. - OVERTIME	50,000.00	7,973.47	11,617.33	38,382.67	23%	50,000.00	7,600.82	29,398.64	20,601.36	59%
	01-441-106-0000	PW ADMIN. - LABOR SALARIES	220,711.00	18,079.21	119,406.80	101,304.20	54%	220,711.00	17,642.46	121,712.65	98,998.35	55%
	01-441-190-0000	PW ADMIN. - TRAINING/STAFF DEVELOPMENT	500.00	0.00	90.00	410.00	18%	500.00	0.00	0.00	500.00	0%
	01-441-193-0000	PW ADMIN. - UNIFORMS	14,000.00	403.89	5,066.14	8,933.86	36%	13,500.00	565.02	4,508.54	8,991.46	33%
	01-441-201-0000	PW ADMIN. - POSTAGE	100.00	1.46	50.61	49.39	51%	100.00	1.44	22.17	77.83	22%
	01-441-202-0000	PW ADMIN. - GENERAL SUPPLIES	6,500.00	171.23	2,657.91	3,842.09	41%	5,800.00	700.99	3,590.21	2,209.79	62%
	01-441-301-0000	PW ADMIN. - COMMUNICATION SERVICE	6,000.00	508.42	3,596.93	2,403.07	60%	7,000.00	537.35	4,704.53	2,295.47	67%
	01-441-310-0002	PW ADMIN. - DUES/MEMBERSHIPS	200.00	40.00	1,057.00	-857.00	529%	300.00	697.65	747.65	-447.65	249%
	01-441-310-0003	PW ADMIN. - ADVERTISING	1,200.00	349.37	903.41	296.59	75%	1,200.00	0.00	2,265.58	-1,065.58	189%
		417,347.00	36,687.37	209,950.93	207,396.07	50%	417,247.00	36,833.09	232,378.96	184,868.04	56%	
Roadways & Sidewalks	01-442-202-0000	RDWY/SWK - GENERAL SUPPLIES	15,000.00	933.48	6,009.48	8,990.52	40%	10,500.00	369.29	5,942.13	4,557.87	57%
	01-442-205-0000	RDWY/SWK - WINTER SALT	80,000.00	0.00	15,086.02	64,913.98	19%	80,000.00	4,828.46	42,861.13	37,138.87	54%
	01-442-208-0000	RDWY/SWK - WINTER SAND	6,200.00	0.00	0.00	6,200.00	0%	6,200.00	0.00	0.00	6,200.00	0%
	01-442-213-0000	RDWY/SWK - PAVEMENT MARKING	3,000.00	0.00	0.00	3,000.00	0%	3,000.00	0.00	43.80	2,956.20	1%
	01-442-250-0000	RDWY/SWK - COLD MIX	2,800.00	0.00	851.85	1,948.15	30%	2,800.00	1,708.25	1,922.86	877.14	69%
	01-442-251-0000	RDWY/SWK - HOT TOP	125,000.00	0.00	115,786.25	9,213.75	93%	125,000.00	0.00	126,741.00	-1,741.00	101%
	01-442-402-0000	RDWY/SWK - EQUIPMENT LEASE	12,500.00	5,000.00	13,000.00	-500.00	104%	12,500.00	0.00	9,787.14	2,712.86	78%
	01-442-514-0000	RDWY/SWK - CONTRACT STREET MAR	6,000.00	0.00	5,855.62	144.38	98%	6,000.00	0.00	5,728.29	271.71	95%
	01-442-516-0000	RDWY/SWK - CONTRACT WINTER EQU	15,000.00	0.00	0.00	15,000.00	0%	12,000.00	273.00	273.00	11,727.00	2%
	01-442-527-0000	RDWY/SWK - CURBSIDE WEED CONTR	3,000.00	0.00	950.00	2,050.00	32%	3,000.00	0.00	1,900.00	1,100.00	63%
	01-442-528-0000	RDWY/SWK - TREE SERVICE	3,000.00	0.00	841.10	2,158.90	28%	3,000.00	0.00	700.00	2,300.00	23%
	01-442-531-0000	RDWY/SWK - WEATHER SERVICE	2,070.00	0.00	2,050.00	20.00	99%	2,070.00	0.00	2,070.00	0.00	100%
	01-442-704-0000	RDWY/SWK - ENGINEERING	25,000.00	1,556.95	3,763.98	21,236.02	15%	30,000.00	0.00	0.00	30,000.00	0%
	01-442-705-0000	RDWY/SWK CONSTRUCTION	88,000.00	14,215.65	23,249.28	64,750.72	26%	88,000.00	0.00	90,485.33	-2,485.33	103%
			386,570.00	21,706.08	187,443.58	199,126.42	48%	384,070.00	6,679.00	288,454.68	95,615.32	75%
Street Lights	01-446-202-0000	STREET LIGHT - FIXTURES	2,000.00	0.00	4,033.49	-2,033.49	202%	2,000.00	0.00	2,343.00	-343.00	117%
	01-446-302-0000	STREET LIGHT - ELECTRICITY	44,250.00	3,598.44	20,702.09	23,547.91	47%	44,250.00	4,042.25	22,023.51	22,226.49	50%
		46,250.00	3,598.44	24,735.58	21,514.42	53%	46,250.00	4,042.25	24,366.51	21,883.49	53%	
Buildings & Grounds	01-448-101-0000	BLD/GRNDS - FULL-TIME SALARIES	61,382.00	4,981.60	35,080.59	26,301.41	57%	89,462.00	4,672.34	33,699.34	55,762.66	38%
	01-448-102-0000	BLD/GRNDS - OVERTIME	3,000.00	727.14	2,580.57	419.43	86%	3,000.00	-153.33	1,654.12	1,345.88	55%
	01-448-103-0000	BLD/GRNDS - PART TIME SALARIES	88,420.00	2,017.87	45,336.75	43,083.25	51%	60,340.00	2,330.25	46,696.30	13,643.70	77%
	01-448-202-0000	BLD/GRNDS - GENERAL SUPPLIES	10,000.00	893.94	4,230.87	5,769.13	42%	10,000.00	25.17	5,758.89	4,241.11	58%
	01-448-302-0000	BLD/GRNDS - ELECTRICITY-TOWN HALL	10,900.00	926.66	6,480.25	4,419.75	59%	10,500.00	948.31	5,528.11	4,971.89	53%
	01-448-302-0406	BLD/GRNDS - ELECTRICITY - PARKS	1,300.00	20.20	577.10	722.90	44%	1,000.00	165.25	589.68	410.32	59%
	01-448-302-0438	BLD/GRNDS - ELECTRICITY POLICE	11,800.00	1,085.64	7,130.96	4,669.04	60%	11,000.00	1,079.85	6,146.23	4,853.77	56%
	01-448-302-0441	BLD/GRNDS - ELECTRICITY YOUNGS LANE	24,000.00	2,043.64	13,022.97	10,977.03	54%	23,000.00	1,969.51	11,024.72	11,975.28	48%
	01-448-303-0000	BLD/GRNDS - HEAT & OIL - TOWN HALL	26,000.00	2,137.50	7,522.43	18,477.57	29%	20,085.00	4,478.26	12,110.34	7,974.66	60%
	01-448-303-0170	BLD/GRNDS - HEAT & OIL - HAND TUB	0.00	0.00	0.00	0.00	0%	100.00	0.00	0.00	100.00	0%
	01-448-303-0438	BLD/GRNDS - HEAT & OIL - POLICE	3,000.00	0.00	724.97	2,275.03	24%	2,873.00	695.76	1,121.29	1,751.71	39%
	01-448-303-0441	BLD/GRNDS - HEAT & OIL - YOUNGS LANE	39,000.00	4,305.50	9,564.75	29,435.25	25%	33,462.00	6,196.15	13,486.22	19,975.78	40%
	01-448-304-0000	BLD/GRNDS - WATER/SEWER TOWN HALL	4,000.00	395.67	6,924.80	-2,924.80	173%	3,500.00	0.00	4,216.97	-716.97	120%
	01-448-304-0438	BLD/GRNDS - WATER/SEWER - POLICE	800.00	83.38	518.02	281.98	65%	450.00	0.00	253.33	196.67	56%
	01-448-304-0441	BLD/GRNDS - WATER/SEWER - YOUNGS LANE	1,800.00	123.63	1,132.03	667.97	63%	1,600.00	0.00	1,169.38	430.62	73%
	01-448-401-0110	BLD/GRNDS - YOUNGS LANE MAINT	14,000.00	2,877.17	9,424.29	4,575.71	67%	12,000.00	1,592.22	7,094.02	4,905.98	59%
	01-448-401-0120	BLD/GRNDS - TOWN HALL MAINTENANC	13,000.00	1,244.33	13,791.95	-791.95	106%	12,000.00	9,444.29	17,145.31	-5,145.31	143%
	01-448-401-0125	BLD/GRNDS - ELEVATOR MAINTENANCE	2,400.00	0.00	1,124.28	1,275.72	47%	2,000.00	0.00	1,080.00	920.00	54%
	01-448-401-0140	BLD/GRNDS - PARKS MAINTENANCE	8,000.00	33.77	4,963.41	3,036.59	62%	6,000.00	135.00	4,993.47	1,006.53	83%
	01-448-401-0150	BLD/GRNDS - COMMUNITY CENTER MAI	7,500.00	933.62	12,883.22	-5,383.22	172%	10,000.00	458.73	8,159.98	1,840.02	82%
	01-448-401-0151	BLD/GRNDS - COMM CTR ELECTRICITY	12,000.00	888.26	6,580.48	5,419.52	55%	12,000.00	851.58	5,478.18	6,521.82	46%
	01-448-401-0152	BLD/GRNDS - COMM CTR HEAT OIL	14,000.00	1,129.27	3,726.66	10,273.34	27%	10,140.00	2,220.63	5,361.28	4,778.72	53%
	01-448-401-0153	BLD/GRNDS - SENIOR CENTER ELECTRICITY	0.00	268.65	1,946.94	-1,946.94	0%	0.00	274.12	1,503.37	-1,503.37	0%
	01-448-401-0154	BLD/GRNDS - SENIOR CTR HEAT	0.00	0.00	440.29	-440.29	0%	0.00	346.78	640.33	-640.33	0%
	01-448-401-0160	BLD/GRNDS - BANDSTAND MAINTENANC	100.00	0.00	850.00	-750.00	850%	50.00	0.00	0.00	50.00	0%
	01-448-401-0170	BLD/GRNDS - HAND TUB MAINTENANCE	300.00	4.00	138.47	161.53	46%	300.00	14.53	196.95	103.05	66%
	01-448-401-0175	BLD/GRNDS - DAM MAINTENANCE	3,000.00	0.00	1,688.29	1,311.71	56%	3,000.00	14.53	1,700.53	1,299.47	57%
	01-448-401-0180	BLD/GRNDS - TOWN CLOCK MAINTENAN	2,000.00	0.00	227.50	1,772.50	11%	2,000.00	0.00	0.00	2,000.00	0%
	01-448-401-0438	BLD/GRNDS - POLICE BUILDING MAINTENANCE	10,000.00	593.38	2,141.83	7,858.17	21%	5,000.00	44.18	4,403.71	596.29	88%
	01-448-402-0000	BLD/GRNDS - EQUIPMENT MAINTENANC	2,500.00	0.00	1,042.13	1,457.87	42%	2,500.00	0.00	907.14	1,592.86	36%
	01-448-405-0000	BLD/GRNDS - GROUNDS MAINTENANCE	32,000.00	365.07	24,138.64	7,861.36	75%	32,000.00	103.75	23,806.86	8,193.14	74%
	01-448-533-0000	BLD/GRNDS - MOSQUITO CONTROL	55,000.00	0.00	33,000.00	22,000.00	60%	60,000.00	0.00	47,915.00	12,085.00	80%
	01-448-800-0000	BLD/GRNDS - EQUIPMENT PURCHASE	7,000.00	0.00	6,500.00	500.00	93%	10,000.00	0.00	9,728.30	271.70	97%
		468,202.00	28,079.89	265,435.44	202,766.56	57%	449,362.00	37,907.86	283,569.35	165,792.65	63%	
Cemetery	01-449-101-0000	CEM - FULL TIME SALARIES	18,263.00	1,465.60	10,299.41	7,963.59	56%	18,263.00	1,826.24	10,064.07	8,198.93	55%
	01-449-103-0000	CEM - PART TIME SALARIES	11,050.00	0.00	4,816.64	6,233.36	44%	11,050.00	0.00	4,312.50	6,737.50	39%
	01-449-202-0000	CEM - GENERAL SUPPLIES	1,000.00	0.00	138.16	861.84	14%	1,000.00	10.25	45.25	954.75	5%
	01-449-302-0000	CEM - ELECTRICITY	250.00	0.00	92.70	157.30	37%	250.00	14.70	96.56	153.44	39%
	01-449-402-0000	CEM - EQUIPMENT MAINT	800.00	0.00	0.00	800.00	0%	800.00	0.00	64.65	735.35	8%
	01-449-702-0000	CEM - CONTRACTED SERVICES	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	0.00	875.00	4,125.00	18%
	01-449-800-0000	CEM - EQUIPMENT PURCHASE	600.00	0.00	299.00	301.00	50%	600.00	0.00	0.0		

Town of Newmarket, New Hampshire  
Expense Report <sup>1A</sup>  
For the Period Ended January 31, 2016

Fiscal Year 2016							Fiscal Year 2015					
Department	Account Number	ACCOUNT DESCRIPTION	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	01-461-101-0000	FIRE/RES - FULL TIME SALARIES	82,298.00	6,895.15	47,195.00	35,103.00	57%	82,298.00	6,423.03	45,222.27	37,075.73	55%
	01-461-102-0000	FIRE/RES - OVERTIME	14,000.00	876.98	11,027.39	2,972.61	79%	12,000.00	891.27	12,421.39	-421.39	104%
	01-461-103-0000	FIRE/RES - PART TIME SALARIES	119,012.00	15,737.43	79,902.17	39,109.83	67%	118,412.00	7,513.12	72,851.19	45,560.81	62%
	01-461-190-0000	FIRE/RES - TRAINING/STAFF DEVELOPMENT	12,500.00	650.00	15,181.69	-2,681.69	121%	14,000.00	1,891.38	9,561.81	4,438.19	68%
	01-461-193-0000	FIRE/RES - UNIFORMS	10,000.00	860.29	6,858.26	3,141.74	69%	10,000.00	1,674.80	5,976.28	4,023.72	60%
	01-461-201-0000	FIRE/RES - POSTAGE	75.00	2.91	76.51	-1.51	102%	75.00	0.00	29.51	45.49	39%
	01-461-202-0000	FIRE/RES - GENERAL SUPPLIES	6,500.00	1,029.48	4,835.84	1,664.16	74%	6,500.00	581.82	2,766.76	3,733.24	43%
	01-461-202-0046	FIRE/RES - MEDICAL SUPPLIES	12,500.00	981.85	7,289.58	5,210.42	58%	12,500.00	1,163.49	5,283.53	7,216.47	42%
	01-461-209-0000	FIRE/RES - GASOLINE	1,200.00	38.35	377.90	822.10	31%	1,600.00	21.11	516.09	1,083.91	32%
	01-461-210-0000	FIRE/RES - DIESEL FUEL	8,700.00	480.96	4,244.83	4,455.17	49%	8,700.00	583.63	3,837.50	4,862.50	44%
	01-461-220-0000	FIRE/RES - AMBULANCE EXPENSES	16,000.00	764.52	3,563.82	12,436.18	22%	16,000.00	346.00	3,979.01	12,020.99	25%
	01-461-301-0000	FIRE/RES - COMMUNICATION SERVICES	6,000.00	255.15	2,292.01	3,707.99	38%	7,900.00	419.03	3,322.90	4,577.10	42%
	01-461-310-0002	FIRE/RES - DUES/SUBSCRIPTIONS	4,200.00	43.00	4,587.90	-387.90	109%	4,000.00	-207.54	4,146.10	-146.10	104%
	01-461-310-0055	FIRE/RES - FIRE PREVENTION	900.00	0.00	902.08	-2.08	100%	900.00	0.00	0.00	900.00	0%
	01-461-402-0000	FIRE/RES - EQUIP MAINT	12,500.00	3,212.68	12,036.20	463.80	96%	12,500.00	758.50	12,373.83	126.17	99%
	01-461-518-0000	FIRE/RES - HAZMAT	2,200.00	0.00	2,098.14	101.86	95%	2,200.00	2,098.14	2,098.14	101.86	95%
	01-461-530-0000	FIRE/RES - MUTUAL AID CONTRACT	600.00	200.00	290.00	310.00	48%	1,200.00	230.00	450.00	750.00	38%
	01-461-800-0000	FIRE/RES - EQUIP PURCHASE	25,000.00	57.90	8,799.79	16,200.21	35%	25,000.00	751.83	10,345.33	14,654.67	41%
			334,185.00	32,086.65	211,559.11	122,625.89	63%	335,785.00	25,139.61	195,181.64	140,603.36	58%
	Emergency Management	01-463-103-0000	EM - PART TIME SALARIE	750.00	0.00	750.00	0.00	100%	750.00	0.00	0.00	750.00
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	992.00	-542.00	220%	450.00	0.00	0.00	450.00	0%
		1,950.00	0.00	1,742.00	208.00	89%	1,950.00	0.00	0.00	1,950.00	0%	
Grants	01-480-812-0000	GRANTS - MEM DAY PARADE	2,000.00	0.00	1,315.00	685.00	66%	2,000.00	0.00	577.00	1,423.00	29%
	01-480-813-0000	GRANTS - FESTIVAL SUPPORT	15,500.00	0.00	4,280.00	11,220.00	28%	15,500.00	0.00	8,500.00	7,000.00	55%
	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	1,200.00	0.00	100%	1,200.00	0.00	0.00	1,200.00	0%
	01-480-816-0000	GRANTS - NWMKT HISTORICAL SOCIETY	2,000.00	2,000.00	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.	23,000.00	0.00	0.00	23,000.00	0%	20,748.00	0.00	20,748.00	0.00	100%
	01-480-818-0000	GRANTS - VETERANS MEMORIAL	2,100.00	0.00	475.00	1,625.00	23%	2,100.00	0.00	0.00	2,100.00	0%
	01-480-819-0000	GRANTS - NWMKT HANDTUB ASSOC.	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
			69,300.00	2,000.00	30,770.00	38,530.00	44%	67,048.00	0.00	53,325.00	13,723.00	80%
Social Service Grant	01-481-910-0000	SS GRANTS - RICHIE MCFARLAND	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%
	01-481-913-0000	SS GRANTS - LAMPREY HEALTH CENTER	10,403.00	0.00	10,403.00	0.00	100%	10,100.00	10,100.00	10,100.00	0.00	100%
	01-481-914-0000	SS GRANTS - AREA HOMEMAKERS	0.00	0.00	5,000.00	-5,000.00	0%	5,000.00	0.00	0.00	5,000.00	0%
	01-481-915-0000	SS GRANTS - CHILD & FAMILY SERVICE	4,000.00	0.00	0.00	4,000.00	0%	3,000.00	0.00	3,000.00	0.00	100%
	01-481-916-0000	SS GRANTS - R.C.C.A.P.	9,000.00	0.00	9,000.00	0.00	100%	9,000.00	0.00	9,000.00	0.00	100%
	01-481-917-0000	SS GRANTS - R.S.V.P.	0.00	0.00	0.00	0.00	0%	600.00	0.00	600.00	0.00	100%
	01-481-918-0000	SS GRANTS - A SAFE PLACE	1,200.00	0.00	1,200.00	0.00	100%	1,200.00	0.00	0.00	1,200.00	0%
	01-481-919-0000	SS GRANTS - BIG BROTHER/BIG SISTER	1,000.00	0.00	1,000.00	0.00	100%	1,000.00	0.00	0.00	1,000.00	0%
	01-481-920-0000	SS GRANTS - SEACOAST MENTAL HEALTH	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	2,000.00	0.00	100%
	01-481-923-0000	SS GRANTS - LINKED TOGETHER	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	4,000.00	0.00	100%
	01-481-924-0000	SS GRANTS - ROCKINGHAM COUNTY NUTR	5,326.00	0.00	5,326.00	0.00	100%	5,623.00	0.00	5,623.00	0.00	100%
	01-481-925-0000	SS GRANTS - AIDS RESPONSE	500.00	0.00	0.00	500.00	0%	500.00	0.00	0.00	500.00	0%
	01-481-926-0000	SS GRANTS - AMERICAN RED CROSS	1,000.00	0.00	1,000.00	0.00	100%	1,000.00	0.00	1,000.00	0.00	100%
	01-481-927-0000	SS GRANTS - READY RIDES	1,500.00	0.00	1,500.00	0.00	100%	0.00	0.00	0.00	0.00	0%
	01-481-929-0000	OTHER GRANTS - CHILD ADVOCACY CENTER	1,500.00	0.00	0.00	1,500.00	0%	0.00	0.00	0.00	0.00	0%
			43,429.00	0.00	36,429.00	7,000.00	84%	45,023.00	10,100.00	37,323.00	7,700.00	83%
General Fund			6,137,298.00	443,162.70	3,532,953.04	2,604,344.96	58%	6,089,345.00	412,662.05	3,519,992.38	2,569,352.62	58%



Town of Newmarket, New Hampshire  
Expense Report \*  
For the Period Ended January 31, 2016

Fiscal Year 2016							Fiscal Year 2015					
				Month to Date	Year to Date	Percent of		Month to Date	Year to Date	Percent of		
Department	Account Number	ACCOUNT DESCRIPTION	Budget	Transactions	Transactions	Budget Spent	Budget	Transactions	Transactions	Budget Spent		
	02-480-101-0000	LIBRARY - SALARIES	54,100.00	3,923.06	28,049.88	26,050.12	52%	55,904.00	3,923.06	28,246.03	27,657.97	51%
	02-480-103-0000	LIBRARY - PART TIME SALARIES	114,235.00	7,040.52	49,535.32	64,699.68	43%	113,335.00	8,159.60	59,463.22	53,871.78	52%
	02-480-150-0000	LIBRARY - FICA	10,712.00	703.34	4,976.05	5,735.95	46%	10,493.00	760.02	5,514.22	4,978.78	53%
	02-480-151-0000	LIBRARY - MEDICARE	2,506.00	164.47	1,163.66	1,342.34	46%	2,454.00	177.74	1,289.60	1,164.40	53%
	02-480-155-0000	LIBRARY - HEALTH INSURANCE	15,000.00	481.91	3,458.70	11,541.30	23%	16,397.00	276.81	2,023.00	14,374.00	12%
	02-480-156-0000	LIBRARY - RETIREMENT	6,032.00	438.20	3,138.62	2,893.38	52%	5,493.00	422.52	3,042.15	2,450.85	55%
	02-480-159-0000	LIBRARY - LIFE & DISABILITY	633.00	79.37	879.35	-246.35	139%	723.00	42.61	352.27	370.73	49%
	02-480-160-0000	LIBRARY-WORKERS COMPENSATION	2,352.00	0.00	2,352.00	0.00	100%	1,683.00	0.00	1,459.43	223.57	87%
	02-480-161-0000	LIBRARY - UNEMPLOYMENT	2,816.00	1,207.65	1,207.65	1,608.35	43%	0.00	0.00	0.00	0.00	0%
	02-480-190-0000	LIBRARY - TRAINING/STAFF DEVELOPMENT	2,000.00	70.00	555.00	1,445.00	28%	1,180.00	0.00	223.37	956.63	19%
	02-480-202-0000	LIBRARY - GENERAL SUPPLIES	5,000.00	500.81	2,806.82	2,193.18	56%	5,000.00	447.21	2,643.28	2,356.72	53%
	02-480-301-0000	LIBRARY - TELEPHONE	1,800.00	129.55	805.07	994.93	45%	1,800.00	384.78	1,097.44	702.56	61%
	02-480-302-0000	LIBRARY - ELECTRICITY	10,000.00	30.00	5,350.24	4,649.76	54%	10,000.00	636.06	6,407.15	3,592.85	64%
	02-480-303-0000	LIBRARY - HEAT & OIL	13,800.00	1,473.24	2,830.67	10,969.33	21%	13,000.00	1,546.13	4,754.80	8,245.20	37%
	02-480-304-0000	LIBRARY - WATER	700.00	30.46	340.60	359.40	49%	870.00	111.76	425.16	444.84	49%
	02-480-310-0005	LIBRARY - BOOKS/SUBSCRIPTIONS	38,247.00	2,525.18	21,393.12	16,853.88	56%	37,645.00	2,644.54	14,619.12	23,025.88	39%
	02-480-330-0000	LIBRARY - ELECTRONIC INFO - OTHER	9,500.00	520.37	9,423.36	76.64	99%	9,741.00	0.00	9,741.00	0.00	100%
	02-480-340-0000	LIBRARY - ARCHIVES/PRESERVATION	0.00	0.00	0.00	0.00	0%	250.00	0.00	0.00	250.00	0%
	02-480-350-0000	LIBRARY - PROGRAMS	2,000.00	189.80	2,105.99	-105.99	105%	2,000.00	0.00	1,431.81	568.19	72%
	02-480-401-0000	LIBRARY - BUILDING MAINTENANCE	15,000.00	900.00	31,644.85	-16,644.85	211%	8,000.00	680.00	8,941.94	-941.94	112%
	02-480-402-0000	LIBRARY - EQUIPMENT MAINTENANCE/LEASE	600.00	43.00	172.00	428.00	29%	2,000.00	43.00	260.01	1,739.99	13%
	02-480-504-0000	LIBRARY-PROPERTY LIABILITY INS	5,000.00	0.00	5,000.00	0.00	100%	4,588.00	0.00	4,588.00	0.00	100%
	02-480-800-0000	LIBRARY - EQUIPMENT PURCHASE	2,000.00	559.51	603.17	1,396.83	30%	1,180.00	0.00	1,419.40	-239.40	120%
Library			314,033.00	21,010.44	177,792.12	136,240.88	57%	303,736.00	20,255.84	157,942.40	145,793.60	52%
	05-406-103-0000	RECREATION - PART TIME SALARIES	100,440.00	1,424.50	71,970.31	28,469.69	72%	103,455.00	1,269.00	69,728.04	33,726.96	67%
	05-406-150-0000	RECREATION - FICA	6,227.00	88.34	4,140.09	2,086.91	66%	0.00	0.00	0.00	0.00	0%
	05-406-151-0000	RECREATION - MEDI	1,456.00	20.66	968.27	487.73	67%	0.00	0.00	0.00	0.00	0%
	05-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPMENT	1,400.00	146.25	271.10	1,128.90	19%	1,400.00	0.00	85.00	1,315.00	6%
	05-406-192-0000	RECREATION - MEAL ALLOWANCE	350.00	0.00	208.11	141.89	59%	350.00	0.00	176.91	173.09	51%
	05-406-201-0000	RECREATION - POSTAGE	400.00	1.94	115.55	284.45	29%	400.00	0.00	54.16	345.84	14%
	05-406-202-0000	RECREATION - GENERAL SUPPLIES	1,650.00	125.35	1,422.69	227.31	86%	1,650.00	165.91	1,929.73	-279.73	117%
	05-406-202-0034	RECREATION - ATHLETIC SUPPLIES	7,830.00	60.00	2,187.46	5,642.54	28%	2,154.00	0.00	1,068.62	1,085.38	50%
	05-406-202-0036	RECREATION - CLASS SUPPLIES	2,154.00	844.95	3,225.76	-1,071.76	150%	7,000.00	725.12	1,839.37	5,160.63	26%
	05-406-302-0000	RECREATION - ELECTRICITY	0.00	88.33	88.33	-88.33	0%	0.00	78.33	151.65	-151.65	0%
	05-406-302-0001	RECREATION - FIELD LIGHTS	5,000.00	0.00	2,923.25	2,076.75	58%	5,000.00	0.00	2,561.08	2,438.92	51%
	05-406-310-0002	RECREATION - DUES/SUBSCRIPTIONS	150.00	0.00	0.00	150.00	0%	150.00	0.00	80.00	70.00	53%
	05-406-310-0003	RECREATION - ADVERTISING	800.00	0.00	145.00	655.00	18%	800.00	0.00	40.00	760.00	5%
	05-406-402-0000	RECREATION - EQUIPMENT MAINTENANCE/LEASE	1,000.00	0.00	947.08	52.92	95%	1,000.00	0.00	351.06	648.94	35%
	05-406-501-0000	RECREATION - PRINTING & PUBLISHING	8,163.00	4,603.54	4,707.52	3,455.48	58%	8,163.00	0.00	4,414.79	3,748.21	54%
	05-406-508-0000	RECREATION - BUS TRIPS	36,000.00	2,506.49	29,887.28	6,112.72	83%	36,000.00	462.02	23,511.24	12,488.76	65%
	05-406-800-0000	RECREATION - EQUIPMENT PURCHASE	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
	05-406-902-0000	RECREATION - SUMMER CAMP	9,000.00	0.00	8,282.24	717.76	92%	9,000.00	0.00	8,648.42	351.58	96%
	05-406-902-0037	RECREATION - TEEN CAMP	2,500.00	0.00	1,112.03	1,387.97	44%	2,500.00	0.00	16.15	2,483.85	1%
	05-406-904-0000	RECREATION - SUNRISE SUNSET SR CTR	3,000.00	69.74	1,527.73	1,472.27	51%	0.00	0.00	0.00	0.00	0%
	05-406-906-0000	RECREATION - SPECIAL EVENTS	10,150.00	1,336.00	6,111.83	4,038.17	60%	10,150.00	726.13	4,467.80	5,682.20	44%
Recreation			199,670.00	11,316.09	140,241.63	59,428.37	70%	191,172.00	3,426.51	119,124.02	72,047.98	62%
	07-450-103-0000	SW - PART TIME	10,881.00	871.10	6,107.99	4,773.01	56%	10,881.00	837.00	5,946.75	4,934.25	55%
	07-450-202-0000	SW - GENERAL SUPPLIES	20,000.00	51.49	20,006.04	-6.04	100%	15,000.00	54.44	10,788.48	4,211.52	72%
	07-450-310-0002	SW - DUES/SUBSCRIPTIONS	800.00	0.00	0.00	800.00	0%	800.00	625.52	625.52	174.48	78%
	07-450-402-0000	SW - EQUIPMENT LEASE	1,200.00	97.00	932.00	268.00	78%	1,200.00	47.00	923.00	277.00	77%
	07-450-403-0000	SW - VEHICLE MAINTENANCE	1,500.00	0.00	0.00	1,500.00	0%	5,000.00	0.00	6,347.12	-1,347.12	127%
	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	1,000.00	0.00	704.00	296.00	70%	1,500.00	696.00	696.00	804.00	46%
	07-450-536-0000	SW - HOUSEHOLD HAZARDOUS	0.00	0.00	0.00	0.00	0%	10,000.00	0.00	8,344.65	1,655.35	83%
	07-450-537-0000	SW - SPRING CLEAN-UP	35,000.00	0.00	0.00	35,000.00	0%	40,000.00	0.00	0.00	40,000.00	0%
	07-450-702-0047	SW - LAMPREY REG. CO-OP	2,100.00	0.00	0.00	2,100.00	0%	2,100.00	0.00	0.00	2,100.00	0%
	07-450-702-0048	SW - MSW CONTRACT	142,000.00	15,601.18	81,041.36	60,958.64	57%	130,350.00	14,350.66	79,170.39	51,179.61	61%
	07-450-702-0049	SW - RECYCLING CONTRACT	152,000.00	15,532.34	76,605.26	75,394.74	50%	150,280.00	15,602.12	80,482.97	69,797.03	54%
	07-450-702-0050	SW - CONSTRUCTION DEBRIS	47,000.00	4,057.94	28,370.62	18,629.38	60%	47,000.00	3,599.18	26,383.19	20,616.81	56%
	07-450-702-0051	SW - POST CLOSURE LANDFILL TEST	30,000.00	2,958.60	12,076.59	17,923.41	40%	30,000.00	1,581.98	9,797.20	20,202.80	33%
	07-450-800-0000	SW - EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0%	5,000.00	0.00	0.00	5,000.00	0%
Solid Waste			443,981.00	39,169.65	225,843.86	218,137.14	51%	449,611.00	37,393.90	229,505.27	220,105.73	51%

Town of Newmarket, New Hampshire  
Expense Report \*  
For the Period Ended January 31, 2016

Fiscal Year 2016							Fiscal Year 2015						
				Month to Date	Year to Date	Percent of			Month to Date	Year to Date	Percent of		
Department	Account Number	ACCOUNT DESCRIPTION	Budget	Transactions	Transactions	Budget	Spent	Budget	Transactions	Transactions	Budget	Spent	
Water	20-451-101-0000	WATER - FULL TIME SALARIES	121,009.00	9,092.93	64,839.59	56,169.41	54%	121,009.00	8,600.07	62,007.76	59,001.24	51%	
	20-451-102-0000	WATER - OVERTIME	8,500.00	710.65	3,900.95	4,599.05	46%	8,000.00	782.61	4,646.01	3,353.99	58%	
	20-451-103-0000	WATER - PART TIME SALARIES	0.00	663.00	5,215.05	-5,215.05	0%	0.00	658.61	5,239.39	-5,239.39	0%	
	20-451-150-0000	WATER - FICA	8,150.00	598.54	4,328.59	3,821.41	53%	7,999.00	590.15	4,232.05	3,766.95	53%	
	20-451-151-0000	WATER - MEDICARE	1,906.00	139.98	1,010.01	895.99	53%	1,871.00	138.00	989.66	881.34	53%	
	20-451-155-0000	WATER - HEALTH INSURANCE	31,783.00	3,388.61	22,490.83	9,292.17	71%	31,160.00	2,069.32	16,545.71	14,614.29	53%	
	20-451-156-0000	WATER - RETIREMENT	14,157.00	1,074.11	7,671.31	6,485.69	54%	13,685.00	994.36	7,084.39	6,600.61	52%	
	20-451-159-0000	WATER - LIFE/DISABILITY INSURANCE	1,542.00	81.89	609.23	932.77	40%	1,542.00	69.89	597.23	944.77	39%	
	20-451-160-0000	WATER - WORKERS COMPENSATION	4,939.00	0.00	4,939.00	0.00	100%	4,939.00	0.00	4,378.28	560.72	89%	
	20-451-161-0000	WATER - UNEMPLOYMENT	2,201.00	944.19	944.19	1,256.81	43%	2,201.00	1,488.70	1,488.70	712.30	68%	
	20-451-190-0000	WATER - TRAINING/STAFF DEVELOPMENT	1,500.00	0.00	750.00	750.00	50%	1,500.00	0.00	750.00	750.00	50%	
	20-451-193-0000	WATER - UNIFORMS	2,700.00	202.78	914.45	1,785.55	34%	3,000.00	90.62	722.38	2,277.62	24%	
	20-451-198-0000	WATER - LONGEVITY	1,013.00	0.00	1,012.50	0.50	100%	1,013.00	0.00	225.00	788.00	22%	
	20-451-201-0000	WATER - POSTAGE	6,000.00	502.28	3,607.24	2,392.76	60%	2,800.00	174.65	1,033.82	1,766.18	37%	
	20-451-202-0000	WATER - GENERAL SUPPLIES	3,000.00	901.95	2,141.54	858.46	71%	2,500.00	552.93	2,715.63	-215.63	109%	
	20-451-202-0002	WATER - DUES/SUBSCRIPTIONS	1,050.00	105.00	340.00	710.00	32%	1,050.00	336.33	769.33	280.67	73%	
	20-451-202-0003	WATER - ADVERTISING	1,600.00	0.00	0.00	1,600.00	0%	1,600.00	0.00	2,446.39	-846.39	153%	
	20-451-204-0000	WATER - TAXES	0.00	0.00	0.00	0.00	0%	300.00	0.00	0.00	300.00	0%	
	20-451-209-0000	WATER - GASOLINE	5,200.00	144.70	1,474.92	3,725.08	28%	5,200.00	187.62	1,553.04	3,646.96	30%	
	20-451-211-0000	WATER - LP GAS	20,000.00	1,175.32	3,531.46	16,468.54	18%	15,000.00	1,464.53	5,009.79	9,990.21	33%	
	20-451-217-0000	WATER - CHEMICALS	22,000.00	0.00	5,708.13	16,291.87	26%	20,000.00	1,548.27	4,815.42	15,184.58	24%	
	20-451-301-0000	WATER - COMMUNICATION SERVICES	3,800.00	285.05	1,800.23	1,999.77	47%	3,800.00	274.88	2,084.89	1,715.11	55%	
	20-451-302-0000	WATER - ELECTRICITY	47,000.00	3,416.73	20,620.99	26,379.01	44%	40,000.00	4,024.64	18,850.47	21,149.53	47%	
	20-451-401-0000	WATER - BUILDING MAINTENANCE	7,000.00	277.23	4,791.21	2,208.79	68%	7,000.00	179.59	3,832.88	3,167.12	55%	
	20-451-402-0000	WATER - EQUIPMENT MAINTENANCE/LEASE	4,000.00	0.00	0.00	4,000.00	0%	4,000.00	0.00	0.00	4,000.00	0%	
	20-451-403-0000	WATER - VEHICLE MAINTENANCE	5,000.00	3,520.00	5,673.28	-673.28	113%	5,000.00	0.00	1,476.82	3,523.18	30%	
	20-451-406-0000	WATER - SYSTEM MAINTENANCE	45,000.00	1,850.84	31,918.35	13,081.65	71%	45,000.00	10,596.09	25,771.47	19,228.53	57%	
	20-451-504-0000	WATER - PROPERTY-LIABILITY INSURANCE	4,280.00	0.00	4,280.00	0.00	100%	4,280.00	0.00	4,280.00	0.00	100%	
	20-451-702-0000	WATER - CONTRACTED SERVICES	15,000.00	2,359.00	5,459.10	9,540.90	36%	10,000.00	45.00	3,148.84	6,851.16	31%	
	20-451-703-0000	WATER - AUDIT	3,484.00	0.00	3,484.00	0.00	100%	3,425.00	0.00	0.00	3,425.00	0%	
	20-451-704-0000	WATER - ENGINEERING	22,500.00	0.00	0.00	22,500.00	0%	25,000.00	5,639.95	12,725.59	12,274.41	51%	
	20-451-950-0000	WATER - BONDS & NOTES PRINCIPLE	107,449.00	0.00	54,698.54	52,750.46	51%	54,213.00	0.00	54,213.00	0.00	100%	
	20-451-951-0000	WATER - BONDS & NOTES INTEREST	40,288.00	0.00	489.55	39,798.45	1%	975.00	0.00	974.76	0.24	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%	
	Water			583,051.00	31,434.78	288,644.24	294,406.76	50%	469,062.00	40,506.81	274,608.70	194,453.30	59%
	Sewer	30-471-101-0000	WW - FULL TIME SALARIES	209,313.00	13,236.31	95,166.00	114,147.00	45%	174,313.00	12,688.87	91,384.30	82,928.70	52%
		30-471-102-0000	WASTEWATER - OVERTIME	17,000.00	1,641.47	8,696.98	8,303.02	51%	17,000.00	1,877.66	9,748.01	7,251.99	57%
		30-471-103-0000	WASTEWATER PART TIME SALARIES	0.00	663.00	5,215.25	-5,215.25	0%	16,562.00	658.61	5,131.26	11,430.74	31%
		30-471-150-0000	WASTEWATER - FICA	14,204.00	878.69	6,304.19	7,899.81	44%	12,889.00	869.00	6,289.18	6,599.82	49%
		30-471-151-0000	WASTEWATER - MEDICARE	3,322.00	205.49	1,474.21	1,847.79	44%	3,015.00	203.24	1,470.85	1,544.15	49%
30-471-155-0000		WASTEWATER - HEALTH INSURANCE	87,510.00	5,206.33	41,650.63	45,859.37	48%	64,618.00	4,825.10	38,591.95	26,026.05	60%	
30-471-156-0000		WASTEWATER - RETIREMENT	24,674.00	1,610.34	11,567.88	13,106.12	47%	20,254.00	1,536.50	10,916.22	9,337.78	54%	
30-471-159-0000		WASTEWATER - LIFE/DISABILITY INSURANCE	2,195.00	129.08	1,017.86	1,177.14	46%	2,195.00	121.13	1,009.91	1,185.09	46%	
30-471-160-0000		WASTEWATER - WORKERS COMPENSATION	5,899.00	0.00	5,899.00	0.00	100%	5,899.00	0.00	4,670.17	1,228.83	79%	
30-471-161-0000		WASTEWATER - UNEMPLOYMENT INSURANCE	3,157.00	1,353.88	1,353.88	1,803.12	43%	3,157.00	2,135.99	2,135.99	1,021.01	68%	
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 DEVELOPMENT	3,500.00	0.00	1,563.10	1,936.90	45%	3,500.00	0.00	1,415.44	2,084.56	40%	
30-471-193-0000		WASTEWATER - UNIFORMS	3,600.00	131.16	1,177.19	2,422.81	33%	4,700.00	584.56	1,224.66	3,475.34	26%	
30-471-198-0000		SEWER - LONGEVITY	1,913.00	0.00	1,687.50	225.50	88%	1,688.00	0.00	2,025.00	-337.00	120%	
30-471-201-0000		WASTEWATER - POSTAGE	6,000.00	502.28	3,595.81	2,404.19	60%	2,500.00	370.65	1,613.79	886.21	65%	
30-471-202-0000		WASTEWATER - GENERAL SUPPLIES	3,000.00	1,089.32	3,007.31	-7.31	100%	2,500.00	479.29	2,868.54	-368.54	115%	
30-471-202-0002		WASTEWATER - DUES/SUBSCRIPTIONS	800.00	255.00	701.00	99.00	88%	800.00	493.32	739.32	60.68	92%	
30-471-202-0003		WASTEWATER - ADVERTISING	1,500.00	0.00	311.14	1,188.86	21%	1,500.00	0.00	0.00	1,500.00	0%	
30-471-209-0000		WASTEWATER - GASOLINE	5,000.00	101.18	1,230.96	3,769.04	25%	5,000.00	158.04	1,514.42	3,485.58	30%	
30-471-215-0000		WASTEWATER - LAB SUPPLIES	20,000.00	569.22	9,124.85	10,875.15	46%	20,000.00	565.86	13,027.83	6,972.17	65%	
30-471-217-0000		WASTEWATER - CHEMICALS	40,000.00	900.00	12,542.90	27,457.10	31%	38,000.00	3,441.60	23,166.27	14,833.73	61%	
30-471-301-0000		WASTEWATER - COMMUNICATION SERVICES	6,800.00	473.83	4,017.31	2,782.69	59%	6,800.00	486.30	3,208.67	3,591.33	47%	
30-471-302-0000		WASTEWATER - ELECTRICITY	84,000.00	8,048.94	41,787.46	42,212.54	50%	84,000.00	9,593.14	36,681.02	47,318.98	44%	
30-471-303-0000		WASTEWATER - HEAT & OIL	30,000.00	0.00	4,950.00	25,050.00	17%	30,000.00	0.00	5,093.08	24,906.92	17%	
30-471-401-0000		WASTEWATER - BUILDING MAINTENANCE	23,000.00	542.59	9,085.52	13,914.48	40%	23,000.00	361.23	11,880.00	11,120.00	52%	
30-471-403-0000		WASTEWATER - VEHICLE MAINTENANCE	5,000.00	0.00	938.20	4,061.80	19%	5,000.00	0.00	1,536.06	3,463.94	31%	
30-471-406-0000		WASTEWATER - SYSTEM MAINTENANCE	50,000.00	802.46	19,581.76	30,418.24	39%	50,000.00	105.30	18,895.67	31,104.33	38%	
30-471-504-0000		WASTEWATER - PROPERTY/LIABILITY INSURANC	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	327.50	20,966.20	9,033.80	70%	30,000.00	2,016.00	7,575.00	22,425.00	25%	
30-471-702-0000		WASTEWATER - CONTRACT SERVICES	17,500.00	750.00	9,092.87	8,407.13	52%	17,000.00	2,230.00	6,005.29	10,994.71	35%	
30-471-703-0000		WASTEWATER - AUDIT	3,425.00	0.00	3,425.00	0.00	100%	3,425.00	0.00	0.00	3,425.00	0%	
30-471-704-0000		WASTEWATER - ENGINEERING	30,000.00	0.00	2,629.88	27,370.12	9%	30,000.00	7,695.40	14,668.38	15,331.62	49%	
30-471-804-0000		WASTEWATER - NPDES PERMITS	60,000.00	0.00	0.00	60,000.00	0%	20,000.00	0.00	5,284.49	14,715.51	26%	
30-471-950-0000		WW - BONDS & NOTES PRINCIPLE	102,540.00	0.00	102,540.00	-0.06	100%	102,540.00	23,500.00	23,500.00	79,040.00	23%	
30-471-951-0000		WW - BONDS & NOTES INTEREST	32,895.00	0.00	32,893.99	1.01	100%	36,551.00	13,129.92	13,129.92	23,421.08	36%	
Sewer			937,237.00	39,418.07	473,935.89	463,301.11	51%	847,896.00	90,076.71	375,140.69	472,755.31	44%	
Total Operating Budget			8,615,270.00	585,511.73	4,839,410.78	3,775,859.22	56%	8,350,822.00	604,321.82	4,676,313.46	3,674,508.54	56%	

\* Does not include Capital Reserve Transfers

Town of Newmarket, New Hampshire  
**Revenue Report** <sup>a,b</sup>  
For the Period Ended January 31, 2016

Fiscal Year 2016							Fiscal Year 2015					
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
Taxes(Real estate), land use, PILOT, interest on taxes			17,915,011.00	4,594.14	17,937,341.91	-22,330.91	100%	18,033,024.00	9,969.60	18,132,190.10	-99,166.10	101%
Licenses, permit and fees			1,556,300.00	116,323.16	953,836.08	602,463.92	61%	1,315,300.00	119,916.43	899,022.87	416,277.13	68%
From State			657,223.00	34,615.68	603,072.39	54,150.61	92%	570,767.00	0.00	559,454.74	11,312.26	98%
Charges for Services			139,850.00	39,131.87	100,964.36	38,885.64	72%	139,850.00	28,282.31	88,970.25	50,879.75	64%
Misc. Rev. includes Int. Rev.			9,601.00	1,414.13	54,135.55	-44,534.55	564%	74,601.00	1,839.91	171,183.46	-96,582.46	229%
Fund Balance			575,000.00	0.00	575,000.00	0.00	100%	404,460.00	0.00	0.00	404,460.00	0%
Recreation			199,670.00	10,321.04	70,627.61	129,042.39	35%	191,172.00	6,473.59	78,985.77	112,186.23	41%
Solid Waste			244,450.00	14,150.55	143,156.24	101,293.76	59%	244,450.00	15,809.89	136,738.97	107,711.03	56%
Water			947,051.00	21,366.39	586,434.70	360,616.30	62%	890,203.00	57,220.40	548,742.08	341,460.92	62%
Sewer			1,080,753.00	24,126.44	916,922.93	163,830.07	85%	973,837.00	97,655.46	795,093.74	178,743.26	82%
Total Revenues			23,324,909.00	266,043.40	21,941,491.77	1,383,417.23	94%	22,837,664.00	337,167.59	21,410,381.98	1,427,282.02	94%



Town of Newmarket, New Hampshire  
Revenue Report <sup>1a</sup>  
For the Period Ended January 31, 2016

Fiscal Year 2016								Fiscal Year 2015					
			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	
Function	Account Number	ACCOUNT DESCRIPTION											
	01-310-000-1001	REAL ESTATE TAXES	17,858,168.00	0.00	17,877,132.68	-18,964.68	100%	18,024,524.00	0.00	18,174,843.00	-150,319.00	101%	
	01-310-000-1003	LAND USE CHANGE TAX	3,755.00	12.50	8,317.50	-4,562.50	222%	0.00	0.00	0.00	0.00	0%	
	01-310-000-1004	YIELD TAXES	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	292.28	1,207.72	19%	
	01-310-000-1005	PAYMENTS IN LIEU OF TAXES	23,601.00	0.00	24,246.59	-645.59	103%	20,000.00	0.00	20,527.98	-527.98	103%	
	01-310-000-1006	INTEREST & PENALTIES ON CURRENT PROP	27,000.00	1,838.42	10,791.62	16,208.38	40%	27,000.00	2,476.23	13,054.96	13,945.04	48%	
	01-310-000-1007	REDEMPTION INTEREST	79,000.00	2,650.01	16,741.81	62,258.19	21%	60,000.00	7,493.37	21,842.88	38,157.12	36%	
	01-310-000-1010	OVERLAY	-78,013.00	0.00	0.00	-78,013.00	0%	-100,000.00	0.00	-98,371.00	-1,629.00	98%	
	01-310-001-1006	INTEREST & PENALTIES ON OTHER TAXES	0.00	93.21	93.21	-93.21	0%	0.00	0.00	0.00	0.00	0%	
	01-310-002-1011	LIEN COST RECOVERY UTILITIES	0.00	0.00	18.50	-18.50	0%	0.00	0.00	0.00	0.00	0%	
Taxes(Real estate), land use, PILOT, interest on taxes			17,915,011.00	4,594.14	17,937,341.91	-22,330.91	100%	18,033,024.00	9,969.60	18,132,190.10	-99,166.10	101%	
	01-330-000-1013	MV MAIL-IN FEES	0.00	504.00	4,091.00	-4,091.00	0%	7,000.00	579.00	4,077.00	2,923.00	58%	
	01-330-000-1014	MV PERMIT, LOCAL CLERK & TRANSFER FEE	1,258,000.00	106,410.00	795,028.31	462,971.69	63%	1,095,000.00	109,301.00	737,083.98	357,916.02	67%	
	01-330-000-1015	MOTOR VEHICLE STICKERS	26,000.00	2,026.85	17,197.85	8,802.15	66%	26,000.00	2,271.00	17,158.00	8,842.00	66%	
	01-330-000-1016	BOAT REGISTRATIONS	3,000.00	410.60	1,729.44	1,270.56	58%	3,000.00	820.76	1,997.44	1,002.56	67%	
	01-330-000-1017	MV TITLE FEES	3,000.00	260.00	2,324.00	676.00	77%	3,000.00	282.00	2,292.00	708.00	76%	
	01-330-000-1018	DOG LICENSES	0.00	227.50	2,187.50	-2,187.50	0%	5,000.00	170.00	2,006.00	2,994.00	40%	
	01-330-000-1019	VITAL STATISTICS	0.00	435.00	3,431.00	-3,431.00	0%	3,000.00	585.00	3,609.00	-609.00	120%	
	01-330-000-1020	UCC'S	0.00	0.00	90.00	-90.00	0%	500.00	0.00	330.00	170.00	66%	
	01-330-000-1022	POLICE - DOG ORDINANCE FINES	0.00	25.00	130.00	-130.00	0%	400.00	0.00	375.00	25.00	94%	
	01-330-000-1023	Finger Prints Receipts	0.00	0.00	0.00	0.00	0%	0.00	0.00	15.00	-15.00	0%	
	01-330-000-1024	BUILDING PERMITS	66,000.00	5,935.00	36,446.00	29,554.00	55%	20,000.00	5,815.00	42,115.50	-22,115.50	211%	
	01-330-000-1025	MISC LICENSES, PERMITS & Fees	50,300.00	89.21	1,087.58	49,212.42	2%	2,400.00	92.67	820.06	1,579.94	34%	
	01-330-000-1026	FRANCHISE RENEWAL AGREEMENT	150,000.00	0.00	90,093.40	59,906.60	60%	150,000.00	0.00	87,143.89	62,856.11	58%	
Licenses, permit and fees			1,556,300.00	116,323.16	953,836.08	602,463.92	61%	1,315,300.00	119,916.43	899,022.87	416,277.13	68%	
	01-320-000-1012	HIGHWAY BLOCK GRANT	173,078.00	34,615.68	138,462.74	34,615.26	80%	151,260.00	0.00	93,228.80	58,031.20	62%	
	01-320-000-1014	MISC. GRANTS	23,414.00	0.00	0.00	23,414.00	0%	0.00	0.00	23,988.00	-23,988.00	0%	
	01-320-000-1015	MEALS AND ROOM TAX DISTRIBUTION	439,966.00	0.00	439,965.89	0.11	100%	399,321.00	0.00	442,237.94	-42,916.94	111%	
	01-320-000-1042	RAILROAD TAX	655.00	0.00	654.76	0.24	100%	76.00	0.00	0.00	76.00	0%	
	30-320-000-1073	WASTEWATER - STATE REVENUE	20,110.00	0.00	23,989.00	-3,879.00	119%	20,110.00	0.00	0.00	20,110.00	0%	
From State			657,223.00	34,615.68	603,072.39	54,150.61	92%	570,767.00	0.00	559,454.74	11,312.26	98%	
	01-340-000-1025	POLICE SEX OFFENDER RECEIPTS	50.00	0.00	0.00	50.00	0%	50.00	0.00	90.00	-40.00	180%	
	01-340-000-1027	PLANNING/ZONING RECEIPTS	2,000.00	0.00	5,742.00	-3,742.00	287%	2,000.00	0.00	1,521.00	479.00	76%	
	01-340-000-1028	POLICE REPORT FEES	1,200.00	205.00	1,086.50	113.50	91%	1,200.00	135.00	863.00	337.00	72%	
	01-340-000-1031	AMBULANCE RECEIPTS	125,000.00	36,593.27	85,932.82	39,067.18	69%	125,000.00	26,561.67	78,462.12	46,537.88	63%	
	01-340-000-1034	FIRE DEPARTMENT RECEIPTS	5,000.00	125.00	630.00	4,370.00	13%	5,000.00	25.00	853.00	4,147.00	17%	
	01-340-000-1035	WELFARE REIMBURSEMENTS	0.00	0.00	0.00	0.00	0%	0.00	0.00	726.91	-726.91	0%	
	01-340-000-1036	COURT RECEIPTS	1,500.00	93.60	1,653.04	-153.04	110%	1,500.00	630.64	2,044.22	-544.22	136%	
	01-340-000-1043	PARKING TICKETS	0.00	1,790.00	4,825.00	-4,825.00	0%	0.00	450.00	3,100.00	-3,100.00	0%	
	01-340-000-1045	PARKING PERMITS	5,100.00	325.00	1,095.00	4,005.00	21%	5,100.00	480.00	1,310.00	3,790.00	26%	
Charges for Services			139,850.00	39,131.87	100,964.36	38,885.64	72%	139,850.00	28,282.31	88,970.25	50,879.75	64%	
	01-340-000-1037	COPIER REVENUE	0.00	0.00	70.50	-70.50	0%	0.00	0.00	88.00	-88.00	0%	
	01-340-000-1038	MISC. RECEIPTS	0.00	0.00	42,945.83	-42,945.83	0%	0.00	0.00	52,865.61	-52,865.61	0%	
	01-340-001-1034	FIRE DEPT. X-DETAIL RECEIPTS	0.00	0.00	0.00	0.00	0%	0.00	232.00	1,369.50	-1,369.50	0%	
	01-340-002-1034	DPW DEPT. X-DETAIL RECEIPTS	0.00	232.00	232.00	-232.00	0%	0.00	0.00	1,360.00	-1,360.00	0%	
	01-340-051-1047	RECREATION FACILITY RENTAL	0.00	0.00	2,885.00	-2,885.00	0%	0.00	190.00	1,745.00	-1,745.00	0%	
	01-340-052-0000	SUNRISE SUNSET REVENUE	0.00	576.00	3,361.00	-3,361.00	0%	0.00	24.00	767.00	-767.00	0%	
	01-345-000-1044	HOUSING AUTHORITY	0.00	0.00	9.97	-9.97	0%	0.00	0.00	15.13	-15.13	0%	
	01-350-000-1046	SALE OF MUNICIPAL PROPERTY	0.00	0.00	0.00	0.00	0%	65,000.00	0.00	105,973.91	-40,973.91	163%	
	01-350-000-1047	RENT OF MUNICIPAL PROPERTY	3,600.00	275.00	1,925.00	1,675.00	53%	3,600.00	350.00	2,000.00	1,600.00	56%	
	01-350-000-1048	INTEREST ON INVESTMENTS	6,000.00	223.09	2,628.34	3,371.66	44%	6,000.00	1,043.91	5,019.91	980.09	84%	
	01-350-001-1105	TC/TC OVER AND UNDER	0.00	108.04	76.91	-76.91	0%	0.00	0.00	-20.60	20.60	0%	
	01-360-000-0000	GF - MISCELLANEOUS REVENUE	1.00	0.00	1.00	0.00	100%	1.00	0.00	0.00	1.00	0%	
Misc. Rev. Includes Int. Rev.			9,601.00	1,414.13	54,135.55	-44,534.55	564%	74,601.00	1,839.91	171,183.46	-96,582.46	229%	
	01-360-000-1054	FUND BALANCE USED	575,000.00	0.00	575,000.00	0.00	100%	404,460.00	0.00	0.00	404,460.00	0%	
Fund Balance			575,000.00	0.00	575,000.00	0.00	100%	404,460.00	0.00	0.00	404,460.00	0%	
	05-340-000-1058	RECREATION - REVENUE	199,670.00	10,317.95	68,500.96	131,169.04	34%	191,172.00	6,288.50	71,651.13	119,520.87	37%	
	05-340-000-1059	RECREATION - LIGHT USAGE	0.00	0.00	1,274.70	-1,274.70	0%	0.00	0.00	3,736.66	-3,736.66	0%	
	05-350-000-1048	RECREATION - INTEREST	0.00	3.09	51.95	-51.95	0%	0.00	5.09	27.98	-27.98	0%	
	05-350-000-1049	REC - ADVERTISING RECEIPTS	0.00	0.00	800.00	-800.00	0%	0.00	180.00	3,570.00	-3,570.00	0%	
Recreation			199,670.00	10,321.04	70,627.61	129,042.39	35%	191,172.00	6,473.59	78,985.77	112,186.23	41%	
	07-340-000-1067	SW - LANDFILL RECEIPTS	244,450.00	-3,121.94	37,948.01	206,501.99	16%	0.00	3,346.08	40,303.31	-40,303.31	0%	
	07-340-000-1068	SW - GARBAGE BAGS	0.00	11,377.50	97,850.90	-97,850.90	0%	244,450.00	12,285.50	95,350.10	149,099.90	39%	
	07-340-000-1069	SW - RECYCLING BINS	0.00	80.00	990.00	-990.00	0%	0.00	50.00	770.00	-770.00	0%	
	07-340-000-1070	SW - UNITED TECHNOLOGIES	0.00	5,810.82	6,182.96	-6,182.96	0%	0.00	0.00	0.00	0.00	0%	
	07-350-000-1048	SW - INTEREST	0.00	4.17	93.77	-93.77	0%	0.00	39.87	227.12	-227.12	0%	
	07-360-001-0000	SW - MISC. REVENUES	0.00	0.00	90.60	-90.60	0%	0.00	88.44	88.44	-88.44	0%	
Solid Waste			244,450.00	14,150.55	143,156.24	101,293.76	59%	244,450.00	15,809.89	136,738.97	107,711.03	56%	
	20-310-000-1001	WATER - TAX REVENUE	947,051.00	12,408.99	530,442.02	416,608.98	56%	890,203.00	48,894.25	490,639.25	399,563.75	55%	
	20-310-000-1006	WATER - INTEREST AND PENALTIES ON DEL	0.00	302.86	1,958.96	-1,958.96	0%	0.00	356.70	1,707.			

Town of Newmarket, New Hampshire  
Revenue Report <sup>a, b</sup>  
For the Period Ended January 31, 2016

Function	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2016					Fiscal Year 2015				
			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
Sewer			1,080,753.00	24,126.44	916,922.93	163,830.07	85%	973,837.00	97,655.46	795,093.74	178,743.26	82%
Total Revenues			23,324,909.00	266,043.40	21,941,491.77	1,383,417.23	94%	22,837,664.00	337,167.59	21,410,381.98	1,427,282.02	94%



Town of Newmarket  
Wage Plan  
As of 2/10/2016

Grade	Classification	Wage Range		Status	
		Minimum	Maximum	Exempt	Non-Exempt
1	Library Aide II	13.96	18.15		X
	Building/Cemetery Laborer	15.39	20.01		X
	Solid Waste Laborer				X
2	Office Manager				X
	Fire - Administrative Assist.				X
	Library Aide I	16.50	21.45		X
3	PT Town Clerk/Tax Collector				X
	Truck Driver/Laborer				X
	DPW - Admin. Secretary				X
4	Firefighter #2	17.76	23.09		X
	Equipment Operator	18.58	24.15		X
	Deputy Town Clerk/Tax Collector				X
	Children's Librarian				X
5	Planning/Code Secretery				X
	Channel 13 Technician				X
	A/P P/R W/S Billing Accountant				X
	Police - Executive Secretery				X
	Firefighter #1	19.65	25.55		X
6	Executive Secretary				X
	Water Operator				X
7	Buildings and Grounds Supervisor	20.89	27.16		X
	Foreman	21.76	28.29		X
	Wastewater Maintenance Supervisor				X
	Systems Technician				X
8	Laboratory Technician				X
	Assistant Recreation Director			X	
	Welfare Director				X
9	Town Clerk/Tax Collector	23.45	30.49	X	
	Assistant Library Director				X
10	Code Enforcement Officer	24.36	31.67		X
	Staff Accountant				X
12	Recreation Director	25.26	32.84	X	
13	Police Prosecutor	26.86	34.92		x
14	Library Director	27.39	35.61	X	
15	Town Planner	29.64	38.53	X	
	Information Systems Tech	31.34	40.74	X	
16	Water and Sewer Superintendent			X	
	Finance Director	32.89	42.76	X	
17	Fire Chief			X	
	Public Works Director			X	
18	Police lieutenant	35.04	45.55	X	
	Assessor			X	
19	Police Chief	38.54	50.10	X	
20	Town Administrator		Exempt	X	

# Town of Newmarket Wage Plan

PRESENTED BY MATTHEW ANGELL,  
INTERIM FINANCE DIRECTOR



## Authority to Conduct the Wage Plan

- Pursuant to Section 3.01(b)(i), “[t]he Town Administrator, or designee, shall conduct a study of salary levels and shall make adjustment recommendations to the Town Council at least every three (3) years. Implementations of adjustments are subject to the availability of funds.”

## How did we conduct our study?

- Select comparable communities and request data from their wage plan.
- Compare the resulting data for service delivery (high comparability v. low comparability).
- Calculate a reasonable spread between the lowest and highest wage rate by reviewing the spread from other communities.
- Determine the average lowest wage rate among the communities and apply a reasonable spread to determine the highest wage rate.



## Comparable Communities

- Proximity to Newmarket
- Service Delivery
- Population Size
- Town Tax Commitment
- Total Full-time Salaries
- Assessed Valuation and Tax Rates

# Communities Requested

Comm	Assessed Val	% of Newmal	Tax Rate	% of N	Town Budge	% of Newm	Total Commitment	% of Newmarket	Popul	% of N
Franklin	518,253,005	73%	12.92	208%	6,695,829	151%	12,722,153	70%	8,479	95%
Newport	420,680,350	59%	11.55	186%	4,858,858	110%	13,120,458	72%	6,452	72%
Claremont	689,783,208	97%	15.14	243%	10,443,318	236%	28,344,410	156%	13,224	148%
Lebanon	1,864,131,631	262%	9.70	156%	18,082,077	408%	48,689,160	268%	13,367	150%
Portsmouth	4,182,368,805	581%	8.80	141%	36,804,845	831%	74,735,217	412%	21,237	238%
Hampton	2,781,983,500	391%	7.24	116%	20,141,561	455%	50,555,032	278%	15,120	169%
Durham	916,456,045	129%	8.34	134%	7,643,243	173%	27,853,037	153%	14,949	167%
Exeter	1,609,946,983	226%	7.77	125%	12,509,288	282%	41,548,087	229%	14,387	161%
Windham	2,091,975,160	294%	3.87	62%	8,095,944	183%	49,934,576	275%	13,777	154%
Hooksett	1,573,447,531	221%	6.49	104%	10,211,674	231%	38,707,342	213%	13,591	152%
Pelham	1,426,315,550	200%	6.91	111%	9,855,840	223%	32,273,713	178%	12,960	145%
Somersw	833,520,920	117%	10.35	166%	8,626,942	195%	25,652,196	141%	11,780	132%
Hanover	1,964,944,600	276%	4.54	73%	8,920,848	201%	39,089,066	215%	11,287	126%
Amherst	1,572,808,150	221%	5.20	84%	8,178,602	185%	41,536,403	229%	11,234	126%
Raymond	841,213,970	118%	6.52	105%	5,484,715	124%	20,104,825	111%	10,177	114%
Weare	819,615,914	115%	3.86	62%	3,163,717	71%	17,957,818	99%	8,828	99%
Seabrook	2,666,527,600	375%	6.37	102%	16,985,781	384%	37,103,286	204%	8,711	98%
Barrington	893,385,939	125%	4.72	76%	4,216,782	95%	21,186,910	117%	8,633	97%
Hampstead	1,008,191,126	142%	3.12	50%	3,145,556	71%	22,327,528	123%	8,538	96%
Litchfield	823,685,848	116%	3.74	60%	3,080,585	70%	16,867,236	93%	8,299	93%
Hollis	1,189,860,465	167%	6.15	99%	7,317,642	165%	27,292,002	150%	7,700	86%
Plaistow	849,982,037	119%	5.98	96%	5,082,893	115%	21,125,088	116%	7,614	85%
Bow	1,054,318,690	148%	7.04	113%	7,422,404	168%	30,529,663	168%	7,573	85%
Stratham	1,225,837,216	172%	3.61	58%	4,425,272	100%	24,132,747	133%	7,285	82%
North Han	1,011,191,900	142%	5.25	84%	5,308,757	120%	17,062,231	94%	4,328	48%
Greenland	671,075,232	94%	3.40	55%	2,281,656	52%	10,515,933	58%	3,616	41%
Dover	2,746,031,820	386%	10.09	162%	27,707,461	626%	70,647,707	389%	30,207	338%
New Cast	641,438,424	90%	2.28	37%	1,462,480	33%	4,196,606	23%	930	10%
Rye	1,786,611,900	251%	3.68	59%	6,574,732	149%	21,239,259	117%	5,318	60%
Epping	672,995,200	95%	5.03	81%	3,385,166	76%	16,231,302	89%	6,503	73%
Newmark	711,970,612		6.22		4,428,457		18,153,215		8,925	
Replied										



# Communities that Responded

- 14 Communities responded:

- Franklin
- Claremont
- Hampton
- Durham
- Windham
- Somersworth
- Hanover
- Weare
- Hampstead
- Stratham
- Greenland
- New Castle
- Rye
- Epping

# Comparative Data

- Below is an example of comparative data:
  - Police Chief – 13 Communities
  - Police Lieutenant – 12 Communities
  - Police Admin. Asst. – 11 Communities
  - Director of Public Works – 5 Communities
  - Recreation Director – 10 Communities
  - Town Clerk/Tax Collector – 13 Communities
  - Town Planner – 9 Communities
  - Code Enforcement Officer – 14 Communities
  - Water/Sewer Superintendent – 4 Communities
  - Welfare Director – 7 Communities



# Selected Positions

- Police Chief (13 Comparable Communities)
  - Recommended wage range \$80,163 – 104,208
  - Current incumbent - \$92,717
  - Relationship to the TA – 96.6%
- Director of Public Works (5 Comparable Communities)
  - Recommended wage range \$68,411 – 88,941
  - Current incumbent - \$86,736
  - Relationship to the TA – 90.4%
- Recreation Director (10 Comparable Communities)
  - Recommended wage range \$52,540 – 68,307
  - Current incumbent - \$65,564
  - Relationship to the TA – 68.3%

## Positions that warrant attention

- Below Minimum:
  - Channel 13 Technician
  - Welfare Director
  - Firefighter 1 and 2
  - Foreman
  - Solid Waste Laborer
  - A Police Lieutenant
- Increasing positions below the minimum to the minimum will result an additional cost of \$24,526 for salary, FICA, and Medicare.

## Next Steps

- Approve a resolution accepting the wage plan.
- Recommend adjustments to the Town Administrator according to the plan.
- Revise job descriptions.



CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution # 2015/2016-33**

**Resolution Relating to the Purchase of a Bucket Truck**

**WHEREAS**, the Highway Department needs to replace its 1991 Chevrolet bucket truck, and

**WHEREAS**, the Department obtained a quote from RBG, Inc., who provided the lowest cost quote, and

**WHEREAS**, the price of the 2016 Ford bucket truck is \$84,056, and

**WHEREAS**, the Public Works Capital Reserve Fund has a balance of \$570,540, as of December 31, 2015.

**NOW, THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the Town Administrator to purchase a 2016 Ford bucket truck from RBG, Inc. and enter into any related contracts, for a price not to exceed \$84,056.

First Reading:	February 3, 2016
Second Reading:	February 17, 2016
Approval:	February 17, 2016

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

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

---

---

## INTEROFFICE MEMORANDUM

---

---

**TO:** STEVE FOURNIER, TOWN ADMINISTRATOR  
**FROM:** RICK MALASKY, PUBLIC WORKS DIRECTOR  
**SUBJECT:** CIP VEHICLE REPLACEMENT  
**DATE:** 1/27/2016

---

I am requesting that the Town Council approve the release of \$84,056 from the Public Works Capital Reserve Vehicle Replacement account for the purchase of a 2016 Ford F-550 Dur-A-Lift Bucket Truck, from RBG Inc. A copy of the quote is attached. I requested proposals from four companies, and received two proposals back, with RBG Inc. being the cheapest.

There is currently \$570,419 in the Capital Reserve Vehicle Replacement account.

The above new vehicle is replacing a 1991 Chevy Bucket truck, which is in the CIP schedule to be replaced. This vehicle has 117,239 miles on it. The maintenance cost for fiscal year 14/15 was \$1,050.50. This vehicle will need a lot of repairs/body work completed on it to pass inspection in June. This particular vehicle has to pass two inspections; one being the vehicle and the second being the lift. With both needing major repairs that I have deferred 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.

This vehicle is used almost daily now. We utilize it for maintaining several items such as: street lights and site lighting throughout the entire town, street signs, flag poles, banners, decorations for the holidays, buildings, and the municipal fire alarm system.

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

**Auto Excellence**  
**20 North Main Street**  
**Newmarket, N.H 03857**  
**603-659-8300**

Re: Town Of Newmarket

#38

1991 Chevy Bucket Truck

License plate: G11411

1GBKC34N7MJ108255

To whom it may concern:

The vehicle listed above has:

- 1) Severe engine oil leaks
- 2) Underneath body is badly rusted

We, Auto Excellence highly recommend replacing the vehicle, #38.





January 11, 2016

Mr. Rick Malasky, Director  
TOWN OF NEWMARKET  
DEPARTMENT OF PUBLIC WORKS  
4 Young Lane  
Newmarket, NH 03857

Dear Rick:

This letter is to follow up our conversation of last Thursday regarding your existing bucket truck, a 1991 Chevy 3500, with Stahl steel body, and Versalift TEL29N aerial lift. By all indications, this vehicle was assembled in early 1992.

From what you told me, this unit was purchased used by the DPW several years back, and has now begun to exhibit problems associated with its age. It has been generally agreed upon that the cab and chassis have significant issues, and the utility body is rusted badly as well; it is understood that the cab/chassis and body shall be replaced.

The aerial lift, on basic visual check, is in condition consistent with its age. There were no severe rust spots observed, no oil spots noted. I am told the unit runs as it should.

If it was desired, the aerial lift could potentially be removed from this existing cab/chassis and reinstalled on a new cab/chassis with new body. By quick, informal estimates, we could procure a F350 cab/chassis and a basic steel body, and install your lift on it, for approximately \$50,000-55,000, including minor cosmetic treatment of the lift. However, this may not be the best solution for the Town's needs, based upon these factors:

1. At the end of the transfer of the lift, you will have a 25+ year old lift, mounted on new rolling chassis. Although the lift may be in serviceable condition presently, 25 years is truthfully toward the end of life expectancy in the aerial lift industry. In fact, many manufacturers recommend major overhauls at certain yearly intervals, which can be costly. Some manufacturers go as far as to recommend disposition of a lift of this vintage by means of scrap. The common, accepted theory is that a new cab/chassis, body and lift combination could serve 10-15 years in municipal use; in the case of remounting, your existing lift will almost certainly need to be replaced within the next several years, although it is impossible to know when that will be.

2. It is well at this juncture to examine the ability of the existing lift to meet the operational needs of the Town, both in the near and long term. We know that in many instances, our customers have replaced older 29' lifts with 38' lifts, for a number of reasons, including operator safety, ease of operation, and the ability to reach work not previously accessible. Much of today's infrastructure is both "higher and farther away", so having a lift with greater reach allows operators to reach their work without having to extend themselves or the aerial lift vehicle to the limits of safe deployment and work environment.
3. From a safety standpoint, the existing Versalift unit has 2 factors that are no longer sanctioned by the aerial lift industry. First, the basket is an open, duck-under entry, basket design, which leaves the operator exposed when operating the lift, at elevations up to 29'. Secondly, the basket uses a gravity-type, non-automatic basket leveling system, which requires the operator to manually set a pin in order to maintain vertical leveling. The operator must actively remember to operate said pin.
4. Also of note, the cab/chassis would be covered by Ford's standard warranties of up to 5 years, while the Dur-A-Lift product is warranted for two years, parts and labor; the proposed remounted lift carries a 30 day workmanship warranty only.

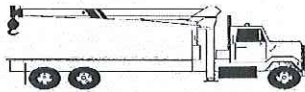
It is our professional recommendation that, although re-use of the existing lift has the short-term benefit of reduced initial cost, the purchase of an entirely new vehicle, with cab/chassis, body and aerial lift would seem a more prudent decision, both financially and from an operations/safety viewpoint.

Should you have any further questions or concerns, please feel free to contact me.

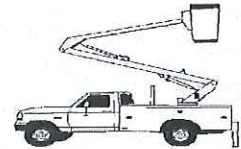
Sincerely,

*John L. Bellerose*

John Bellerose  
Account Representative  
RBG, Inc.  
(603) 895-3803 office  
(774) 836-3544 cell



317 Route 27  
Raymond, NH 03077  
Tel: (603) 895-3803 / Fax: (603) 895-4866  
*"Specializing in Servicing Truck Mounted Hydraulic Equipment"*  
[www.raymondbucketguys.com](http://www.raymondbucketguys.com)



December 15, 2015

Proposal #12152015B

Mr. Rick Malasky, Director  
DEPARTMENT OF PUBLIC WORKS  
TOWN OF NEWMARKET  
4 Young Lane  
Newmarket, NH 03857

Dear Rick:

RBG, Inc. and Dur-A-Lift are pleased to present this proposal for a new Dur-A-Lift DTAS-38TS. This vehicle has been designed to meet and exceed the needs of our customer. We have utilized a Task Relevant Utility Equipment design (TRUE) which takes into consideration the rigors of job, safety demands, job scope and placement of the equipment within traffic patterns.

Our Sales and Service Center is located in Raymond, New Hampshire with full Field Service Support and 24 Hour Emergency Service throughout New England and New York.

#### **AERIAL DEVICE:**

DTAS-38TS

STEEL BOOM, NON-INSULATED BOOM,  
ARTICULATED TELESCOPIC AERIAL LIFT

GENERAL DATA: DTAS-38

Working Height, Minimum	43'
Max. Horizontal Reach, Standard Basket	25'-6"
Max. Horizontal Reach, End Hung Basket	27'-6"
Approx. Stowed Travel Height	10'
Extension Boom Travel	108"
Main Boom Travel	-25°to+78°
Articulated Boom Travel	-2°to+80°
Basket Capacity	*350 lbs

#### **STANDARD FEATURES**

1. 24" X 24" X 42" Fiberglass Basket with Side Opening.
2. Rubber Boom Support
3. Steel Extension Boom.
4. 10 Gallon Oil Tank with Sight Gauge.
5. Shearball Rotation Gear.
6. Individual Upper Controls and Lower Override Controls.
7. Two Maintenance/Operators Manuals.
8. 18" X 20" Pedestal.
9. Safety Harness and Lanyard.
10. 370° Non-Continuous Rotation.
11. Gate Valve in Suction Line.



12. 10 Micron Filter in Return Line.
13. Boom Tie-Down.
14. Epoxy Primer with White Finish Color.
15. Gravity Leveled Basket on D.C. and T.S. Controls.
16. Hydraulically Leveled Basket on F.P. Controls.
17. Work Position Locking Clamp on D.C and T.S. Controls.
18. 110 Volt Outlet at Basket.
19. Curbside Basket Mounting.
20. Open Center Hydraulic System.
21. 2 Year Parts and Labor Warranty.
22. Non-relube, Maintenance-Free Bushings.

DTAS-38TS TWO SPEED Electric/Hydraulic Control System. (See Standard Features)

- High Speed 3.4, Low Speed 1.7 GPM
- Gravity leveling Basket.
- Toggle Switch Operation of Both Upper and Lower Controls.
- Engine Start/Stop From Basket.

### **CHASSIS:**

2016 FORD F-550 4x2 SD Regular Cab, 165" WB DRW, 19,500 lbs GVWR

- 6.8L SOHC V10 engine, gasoline
- TorqShift 5 Speed Automatic transmission with overdrive
- Front and rear 19.5" x 6" argent steel wheels
- L225/70SR19.5 GBSW AS tires
- Manual Air Conditioning
- Manual front windows and door locks
- AM/FM stereo radio with single disc CD player
- 4 wheel disc brakes with 4 wheel ABS

**(Complete chassis specification is available upon request)**

## **UTILITY BODY:**

- Reading Service Body, Classic II, Model #UR132ADWHH
- General Body Dimensions:
- 132" long x 40" high x 93" wide.
- 84" CA with dual rear wheels.
- 40" compartment height
- 21.5" compartment depth
- 24.75" load bed height
- Standard Features:
- A40-A60 Galvanneal Construction
- Gas fill cup
- Recessed LED exterior stop/tail/turn, backup and ICC lighting
- Automotive grade door gaskets
- Aluminum forward bulkhead
- Hidden stainless steel hinges
- Stainless steel automotive style latch
- Brackets for adjustable shelves in all compartments
- Tread plate floor
- E Coat Primer
- White Powder Coat finish on exterior and interior
- Taillight and Harness Adapter
- 6 Year Warranty
- Rope lighting in body compartments, controlled by an upfitter switch
- Gas shock door holdbacks
- Wood tailboard and brackets

- **Streetside Compartmentation:**

- Front
- 38.5" wide x 40" high x 21.5" deep
- Four (4) adjustable shelves
- 17.5" wide x 40 high x 21.5" deep
- One (1) adjustable shelf
- Horizontal Compartment
- 49.5" wide x 19.25" high x 21.5" deep
- One (1) removable shelf
- One (1) Extenda Shelf
- Rear Vertical
- 26.25" wide x 40" high x 21.5" deep
- Four (4) rope hooks

- **Curbside Compartmentation:**

- Front
- 30" wide x 40" high x 21.5" deep
- Seven (7) Extenda Shelves
- 26" wide x 40 high x 21.5" deep
- One (1) adjustable shelf

- **Horizontal Compartment:**

- 49.5" wide x 19.25" high x 21.5" deep
- One (1) removable shelf
- Rear Vertical
- 26.25" wide x 40" high x 21.5" deep
- Four (4) rope hooks

- NOTE: All dimensions approximate

**Total vehicle package**

**\$ 84,056.00**

**Availability: 8-12 Weeks after receipt of order, subject to availability of chassis from Ford Motor Co.**

**Terms: Municipal purchase order; 10% down payment; balance due upon delivery. Certified bank funds.**

**ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_**

If you have any further questions or wish to make changes to this proposal, please feel free to contact me.

Respectfully,

**John L. Bellerose**

John Bellerose  
RBG, Inc.  
317 Route 27  
Raymond, NH 03077  
Phone (603)-895-3803  
CELL: 774-836-2544  
johnb@raymondbucketguys.com



1/1/2016		Town of Newmarket			
		Capital Reserve Overview			
		Balance	FY 15/16	FY 15/16	Remaining
	Account #	7/1/2015	Additions	Resolutions	Balance
Public Works	01-490-900-0012	439,855	130,685	0	570,540
Fire	01-490-900-0016	277,633	50,392	0	328,025
Library	01-490-900-0017	129,647	163	0	129,810
Police Vehicles	01-490-900-0018	122,053	46,735	0	168,788
Dispatch/Police Equipment	01-490-900-0019	97,802	29,680	0	127,482
Building Improvements	01-490-900-0020	282,652	368	(9487)	273,534
Municipal Trans.Fund	01-213-000-3110	174,395	215	0	174,610
Town Clock	01-490-900-0022	8,791	11	0	8,802
Recreation Facilities	01-490-900-0021	168,264	212	(33337)	135,139
Community Recreation		84,366	106	0	84,472
Technology	01-490-900-0076	37,458	47	0	37,505
Dam Capital Reserve	01-490-900-0078	9	50,042	0	50,051
Cemeteries	01-490-900-0079	6,017	10	0	6,027
Veterans Memorial Trust	01-490-900-0080	18,937	24	0	18,961
Cable TV	01-490-900-0034	31,440	74	0	31,514
Sidewalk Development		0	0	0	0
Downtown TIF	09-500-825-0181	597,220	880	0	598,100
Revaluation	01-490-900-0011	3,256	10,012	0	13,268
Downtown Infrastructure		34	0	0	34
Health Trust		1,117	1	0	1,118
Storm Wtr Mgt	01-490-900-0085	51,215	50,106	0	101,322
300th Anniv.Celebration	01-490-900-0086	2,004	2,004	0	4,008
Compensated Absence	01-490-900-0087	0	10,008	0	10,008
Master Plan	01-490-900-0028	0	10,008	0	10,008
Roadway Improvement	01-490-900-0023	0	125,104	0	125,104
Total General Fund		2,534,165	516,891	(42,824)	3,008,232
Water Capital Reserve		452,994	365,371	0	818,365
Water Surplus		2	0	0	2
Sewer Capital Reserve		827,152	165,398	0	992,549
Total Capital Reserve		3,814,313	1,047,659	(42,824)	4,819,148



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

Applicant's Name: Bill Arcieri

Address: 36 Briallia Cir Phone/Cell (C) 603-219-2811

RSA 669:19 Newmarket Registered Voter: Yes No # of Years as Resident: 29  
RSA 91:2 Are you an American Citizen? Yes No

Email address: barcieri@msn.com

Full membership (3 year term) position applying for Macallen Dam Committee

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

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: \_\_\_\_\_

I have served on the Committee for last 3 years  
and as a long-time resident & Env. Consultant  
have a pretty good sense of the issues & needs

(need more room, please use the back)

Bill Arcieri  
Signature

1/29/16  
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 #2015/2016-34**

**To Authorize the Town Administrator to Enter into a General Services Agreement  
with Underwood Engineers for General Engineering Services**

**WHEREAS**, the Town of Newmarket historically has contracted with multiple engineering firms for its operational needs, and

**WHEREAS**, the Town desires to have a "Town Engineer" that will provide general engineering services, and

**WHEREAS**, a formal request for proposals was issued and six firms responded, and

**WHEREAS**, through a selection and interview process, Underwood Engineers was selected.

**NOW THEREFORE BE IT RESOLVED** that the Newmarket Town Council does hereby authorize the Town Administrator to enter into contract with Underwood Engineers for general engineering services.

First Reading: February 17, 2016

Second Reading:

Approval:

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

Philip J. Nazzaro, Town Council Chairman

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

Terri Littlefield, Town Clerk