TOWN OF NEWMARKET, NEW HAMPSHIRE

Wednesday, May 16, 2018, 7:00 PM
NEWMARKET TOWN HALL CHAMBERS

6:00PM NON-PUBLIC MEETING PURSUANT TO RSA 91-A:3,II(a)-Personnel

1. **Pledge of Allegiance**
2. **Public Forum**
3. **Public Hearing**
   a. Public Hearing Resolution 2017/2018-46

      Resolution #2017/2018-46 Authorizing the Town Administrator to Enter into an Agreement with GZA GeoEnvironmental, Inc. For Final design and Engineering Services related to the Rehabilitation of the Macallen Dam
4. **Town Council to Consider Acceptance of Minutes**
   a. May 2, 2018 Meeting Minutes
5. **Report of the Town Administrator**
   a. Department Reports
   b. Report of the Town Administrator May 16, 2018
6. **Committee Reports**
7. **Old Business**
   a. **Resolutions/Ordinances in the 2nd Reading**
      i. ***Resolution #2017/2018-46 - Enter into Agreement with GZA GeoEnvironmental Inc. for Final Design and Engineering Services related to the Rehabilitation of the Macallen Dam***

         Authorizing the TownAdministrator to Enter into an Agreement with GZA GeoEnvironmental, Inc. for Final Design and Engineering Services related to the Rehabilitation of the Macallen Dam
   b. **Resolutions/Ordinances in the 3rd reading**
   c. Items Laid on the Table
8. **New Business/Correspondence**

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

b. **Resolutions/Ordinances in the 1st Reading**

   i. ***Resolution #2017/2018-47 - to Increase the Water Rate 50 Cents***

   Resolution to Increase the Water Rate 50 Cents

   ii. ***Resolution #2017/2018-48 Purchase of 3 Motorola Radios (Police, Fire and Backup) with 6x8 structure***

   iii. ***Resolution #2017/2018-49 - Tiger House Repairs and Painting***

   Resolution 2017/2018-49 Tiger House Repairs and Painting

c. Correspondence to the Town Council

d. Closing Comments by Town Councilors

e. Next Council Meeting

   i. ***June 6, 2018***

9. **Adjournment**

Town Hall
186 Main Street
Newmarket, NH 03857

Tel: (603) 659-3617
Fax: (603) 659-8508

Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: May16, 2018

TITLE: Public Hearing Resolution 2017/2018-46

PREPARED BY: Diane Hardy, Planner

TOWN ADMINISTRATOR'S COMMENTS -RECOMMENDATION:

BACKGROUND:

DISCUSSION:

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

Description	Upload Date	Type
Resolution 2018-2019-46	5/10/2018	Cover Memo

CHARTERED JANUARY 1, 1991 FOUNDED DECEMBER 15, 1727

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution 2018-2019-46
Authorizing the Town Administrator to Enter into an Agreement with GZA GeoEnvironmental, Inc. for Final Design and Engineering Services related to the Rehabilitation of the Macallen Dam

WHEREAS: The State of New Hampshire Department of Environmental Services (NH DES) has issued a Letter of Deficiency (LOD) for the Town-owned Macallen Dam located in downtown Newmarket on the Lamprey River and the Town of Newmarket is required to address the issues identified in the Letter of Deficiency; and

WHEREAS: The Town Council in August 20, 2014 formed the Macallen Dam Study Committee to examine options for addressing the Town's Letter of Deficiency and to report back to the Town Council with a recommended course of action related to the removal, preservation or other possibilities for the Macallen Dam; and

WHEREAS: The Town has issued a Request for Qualification (RFQ) and solicited Proposals for professional engineering services related to the Macallen Dam; and

WHEREAS: The Macallen Dam Study Committee interviewed three firms to provide engineering services for the Macallen Dam, and GZA was selected as the top ranking consultant in accordance with the Town's procurement requirements; and

WHEREAS: In July 2017, GZA GeoEnvironmental Inc. was hired by the Town of Newmarket to provide conceptual design options and stability analysis to address specific dam safety issues at the dam as detailed in the "Macallen Dam: Stability Analysis and Conceptual Design of Remedial Alternatives Summary Report", which has been reviewed and approved by the New Hampshire Department of Environmental Services; and

WHEREAS: The Macallen Dam Study Committee reviewed all options and at its meeting on November 2, 2017 selected the Pneumatically-Operated Gate Option as the "Preferred Alternative" as outlined in the "Action Plan: Conceptual Design Modifications to the Macallen Dam Memorandum"; and

WHEREAS: The "Preferred Alternative" involves demolition of the existing antiquated concrete gate structure and installation of an automated crest gate in the same location left of the existing spillway. It includes rehabilitation and repair of the left and right training walls and slight raising of the right abutment and the addition of earthen fill with a safety fence; and

WHEREAS: The estimated cost for the construction of the "Preferred Alternative" is $1,230,000 which will be refined and recommended to be considered for bond financing for a Town Meeting Vote in March 2019; and

WHEREAS: The committee recommends contracting with GZA GeoEnvironmental Inc. of Bedford NH to provide further engineering services related to Final Design and Permitting; and

WHEREAS: Work under this Agreement will not commence until after July 1, 2018, at which time the projected balance in the Macallen Dam Capital Reserve Fund will be $ 211,664,

WHEREAS: GZA has submitted a proposal to the Town, which involves the following components:

Base Line Scope		**$ 195,900**	(Final Design and Permitting)
Task 1	Project Coordination	$ 3,200	
Task2	Project Kick-off/consultation	8,400	
Task3	Field Investigations/Data collection	12,900	
Task4	Final Design	127,700	
Task 5	Permitting [1]	34,900	
Task6	Bidding Services	8,800	
Allowance for Fees	*(Estimated)*	**$ 6,700**	
NHDES	Wetland Permit	$ 2,700	
NHDES	Dam Permit	4,000	

1. Allowance for fees separate from and in addition to price listed for specific tasks.

Total Contract Amount	**$ 202,600**

NOW, THEREFORE, BE IT RESOLVED BY THE NEWMARKET TOWN COUNCIL THAT:

The Town Council authorizes the Town Administrator to enter into an agreement with GZA GeoEnvironmental Inc.in an amount not to exceed **$202,600** for final design and permitting of the "Preferred Alternative" and to withdraw said amount from the previously established Macallen Dam Capital Reserve Fund.

First Reading: *May 2, 2018*

Second Reading:

Approval:

Approved: _____

Dale Pike, Chair Newmarket Town Council

A True Copy Attest: _____

Terri Littlefield, Town Clerk

Town Hall
186 Main Street
Newmarket, NH 03857

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TOWN OF NEWMARKET, NEW HAMPSHIRE

ATTACHMENTS:

Description	Upload Date	Type
;May 2, 2018 Draft Meeting Minutes	5/9/2018	Cover Memo

TOWN OF NEWMARKET, NEW HAMPSHIRE
TOWN COUNCIL REGULAR MEETING

MAY 2, 2018 7:00 PM

TOWN COUNCIL CHAMBERS

PRESENT: Council Chairman Dale Pike, Council Vice Chairman Toni Weinstein, Councilor Zachary Dumont, Councilor Gretchen Kast, Councilor Kyle Bowden, Councilor Amy Burns, Councilor Casey Finch

ALSO PRESENT: Town Administrator Steve Fournier

AGENDA

Chairman Dale Pike welcomed everyone to the May 2, 2018 Newmarket Town Council Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

PUBLIC FORUM

Chairman Pike opened the Public Forum at 7:01 pm.

As no one from the public came forward, Chairman Pike closed the Public Forum at 7:01 pm.

PUBLIC HEARING – None

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Acceptance of the minutes of the Workshop Meeting of April 11, 2018

Vice-Chair Weinstein made a motion to approve the minutes of the Workshop Meeting of April 11, 2018, which was seconded by Councilor Burns.

Vice-Chair Weinstein asked for clarification that the 2018 Goals listed were not the final goals, and that they would come back to the Town Council as a draft for discussion and finalization. The section title on line 188 was changed to *Possible 2018 Goals* and the steps in the process were clarified in the first paragraph.

Town Administrator Fournier polled the Council and the minutes of the Workshop Meeting of April 11, 2018 were approved as amended by a vote of 6-0, with 1 abstention.

Acceptance of the minutes of the Regular Meeting of April 18, 2018

Vice-Chair Weinstein made a motion to approve the minutes of the Regular Meeting of April 18, 2018, which as seconded by Councilor Burns.

Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of April 4, 2018 were approved by a vote of 7-0.

REPORT OF THE TOWN ADMINSTRATOR

Town Administrator Steve Fournier stated that an Emergency Purchase was needed for the Wastewater Treatment Plant. He said there was a 6-gallon, double-walled heating oil tank that had sprung a leak. He said that Environmental Services Director Sean Greig told him money was available in their Capital Reserves Fund. He said they were currently getting quotes and would come back to the Council to withdraw the funds. He said the remaining oil would have to be unloaded and the tank removed.

Town Administrator Fournier said he had received a request from the School Board to postpone the scheduled Joint School Board/Town Council Meeting. He said he would follow up with the School Board Chairman and the School Superintendent.

Town Administrator Fournier said he was working on a Marketing & Economic Development Plan for the Town, and said he had contacted other communities who had done that. He said an RFP would be issued shortly to determine the costs.

Discussion: Chairman Pike said he spoke with School Board Chairman Kim Shelton about postponing the Joint School Board/Town Council Meeting. He said the meeting was held last year in late August and they had tried to schedule it earlier this year for budget purposes. He said they talked about continuing to coordinate the CIP and the Budget. He said he understood that the School was in the middle of reconstruction, and felt it was okay to let the School Board make the call. All councilors were in agreement on that issue.

Vice-Chair Weinstein asked about a calendar, and Town Administrator Fournier said he would send out a calendar in the next few weeks. He said he would find out about vacations and try to schedule meetings around them. Chairman Pike said he and the Town Administrator had just talked about a joint meeting with the Planning Board which would be held at the second Council meeting in June. He stated that the Conservation Commission was invited to the next Town Council meeting on May 16, 2018 which would be the Public Hearing on the Macallen Dam.

Town Administrator Fournier said it was the time of year for the Town Administrator Evaluation, and said he had sent out an email with a blank form. He said it was his intention that they meet at 6:00 pm on May 16, 2018 to discuss the evaluations. Chairman Pike asked that councilors review the report, take a week

to fill out the evaluations and return them to him by May 9, 2018. He said they would then consolidate all the evaluations into one document.

Vice-Chair Weinstein thanked Town Administrator Fournier for sending out the Parking Study, but felt it contained a lot of dated information which was no longer valid. She asked about the Bay Road Parking Lot and progress with the Recreation Center.

COMMITTEE REPORTS

Councilor Dumont stated that the *Budget Committee* had tried to meet on Monday, April 30, 2018, but the meeting date had not been publically posted. He said the general meeting schedule would be the last Monday of the month, but they might schedule a meeting earlier in May to make up for the missed meeting.

Vice-Chair Weinstein reported that the *Energy & Environment Advisory Committee* met last night and at the meeting prior they had broken up into some sub-committees. She said they had some very brief reports on composting and solar. She said they had set a date for the Button-Up Program through New Hampshire Saves, a conglomerate of the four major utilities that service the State. She said they provide opportunities for residents and businesses around energy savings measures. She said the date would be October 2, 2018, and they would come to the regular Town Council meeting with a presentation on all energy-saving options and work people through the process. She said the Committee was also talking about doing a Mindful Mondays presentation on composting, and that if it happened it would be in July.

Chairman Pike said the *Macallen Dam Committee* did not meet but completed meetings with adjoining landowners. He said the meeting coming up next Thursday would be the last meeting of the Macallen Dam Committee before the Public Hearing at the next Town Council meeting on May 16, 2018.

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING – None

ORDINANCES AND RESOLUTIONS IN THE 3RD READING – None

ITEMS LAID ON THE TABLE – None

NEW BUSINESS /CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

Housing Authority

Candidate: *Charlotte DiLorenzo - Term Expires March 31, 2023*

Vice-Chair Weinstein made a motion to approve the nomination of *Charlotte DiLorenzo - Term Expires March 31, 2023* as a member of the *Housing Authority*, which was seconded by Councilor Kast.

Town Administrator Fournier polled the Council and the nomination of *Charlotte DiLorenzo* as a member of the *Housing Authority* was approved by a vote of 7-0.

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2017/18-46 Authorizing the Town Administrator to Enter into an Agreement with GZA GeoEnvironmental, Inc. for Final Design and Engineering Services Related to the Rehabilitation of the Macallen Dam

Chairman Pike read *Resolution #2017/18-46 Authorizing the Town Administrator to Enter into an Agreement with GZA GeoEnvironmental, Inc. for Final Design and Engineering Services Related to the Rehabilitation of the Macallen Dam* in title only.

CORRESPONDENCE – None

CLOSING COMMENTS

Chairman Pike asked Councilor Finch about the situation at Heron Point, and Councilor Finch said they were still discussing a solution involving an automatic gate. Chairman Pike also asked about a timeframe for Schoppmeyer Park, and Councilor Finch said it would be close to completion by the end of the summer, with some access in the next few months.

Councilor Bowden complimented the Recreation team for getting all the fields ready for baseball and softball.

Councilor Dumont said there was a discussion on Social Media last week about the Downtown crosswalks which are starting to sink again with cracking and breaking bricks. He asked if the Town was looking into repairing them again, and Town Administrator Fournier said they would have a different engineering firm and contractor come in to fix them. He said he had to wait until after the project closed for the State.

NEXT MEETING: The next Regular Town Council Meeting will be held on May 16, 2018 in the Town Council Chambers.

ADJOURNMENT

Chairman Pike adjourned the meeting at 7:29 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary

Town Hall
186 Main Street
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Fax: (603) 659-8508

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TOWN OF NEWMARKET, NEW HAMPSHIRE

ATTACHMENTS:

Description	Upload Date	Type
Department Reports April 2018	5/10/2018	Cover Memo

Department Heads Monthly Reports to the Town Council and Town Administrator

Report of the Police Department to the Newmarket Town Council April, 2018

Activity

Newmarket Police 3 year comparable statistics for month of **April.**

	2018	2017	2016
Total calls for service	1972	1513	1525
Motor vehicle stops	453	289	344
Arrests	19	13	24
Offense reports	30	24	25
M/V accidents	6	10	9
Parking tickets	35	54	20
Drug Overdoses	1	0	3
Alarms	17	17	22
Unattended death/Suicide	1	0	0

During the month of April, the Newmarket Police Dispatch Center documented 1972 calls for service. We have investigated **44** criminal complaints that require active investigations in all 33 of the complaints. These criminal complaints include offenses such as Aggravated Felonious Sexual Assault, Simple Assault , Burglary, Attempted Burglary, Theft from Dwelling, Theft from Motor Vehicle, Fraudulent use of a Credit Cards, Criminal Mischief, Endangering the Welfare of a

Child, Fugitive from Justice and Criminal Threatening. Numerous motor vehicle complaints were also investigated. In April, patrol officers conducted 453 motor vehicle stops which led to arrests or citations for charges such as Driving after Suspension, Suspended Registrations, Reckless Operation as well as many other citations. Officers conducted a number of welfare checks, house checks and nightly business checks. The patrol division issued 35 parking tickets.

Miscellaneous

During the month of April, the Police Department spent many hours conducting community service type events throughout the community. These are invaluable interactions with our community in which citizens can interact with a police officer to learn firsthand what is happening in town as well as have the opportunity to ask questions of the officers. One event that we participated in was "career day" at the Newmarket Jr./Sr. High school. During this event, Lieutenant Beaudet and Officer Schmidt spent time within the school meeting with students who had questions about becoming a police officer. There are many positive aspects to hiring and retaining "homegrown" police officers who are rooted within the community.

In April, Lieutenant Beaudet and Officer O'Brien attended an event entitled "Mindful Mondays" at the Stone Church. The topic of the event was the current opioid crisis. This was another chance for the police department to get important information out to the community members who are either struggling with addiction or have a loved one struggling with addiction.

In April, Lieutenant Beaudet and Sergeant Jordan spent a full morning with the members at the Sunrise Sunset Center located next to the police station. During this event, the two officers provided much information to our seniors relative to current scams that are taking place targeting our citizens. We have found that our seniors are targeted at a disproportionate rate compared to the other age brackets. This is concerning to me and I feel that education is the best way to help them not fall victim to these scams.

On April 28th, the Police Department participated in the national "Drug Take Back Day" which is sponsored by the Drug Enforcement Administration. We filled up three large boxes of unused prescription drugs and unused medications which was estimated to be approximately 100 lbs. The DEA is reporting that in total, one million pounds of prescription drugs were turned in to law enforcement throughout the country on April 28th. This will without a doubt help in the fight against the misuse of prescription drugs which could lead to addiction.

On April 8th, we were tasked with the safety and security of 1300 runners participating in the Great Bay Half Marathon. This was a well-organized event and was well attended by many

spectators.

Personnel

I received a letter from Kerri Williamson, Training Director from the National Association of School Resource Officers. I am pleased to report that Detective Stevens has successfully completed his probationary period with NASRO. He is now classified as a full NASRO instructor. This process has taken over three years to complete. It is important to note that he is the only NASRO instructor in the State of NH and only 1 of 2 NASRO instructors in the entire Northeast. I am extremely proud of his accomplishments and we are fortunate to have a School Resource Officer who has been labeled as "an expert" in relation to school safety.

Dispatcher Carragher attended the annual NH Dispatchers Conference in North Conway. This annual conference brings to light, changes in practices and protocol relative to dispatching.

Parking Violations

As reported earlier in this report, patrol officers issued 35 parking tickets during the month of April. The winter parking ban is no longer in effect.

Motor Vehicle Accidents

During the month of March we responded to 6 motor vehicle accidents.

Fleet

All vehicles in the fleet are currently working and are being closely monitored by supervisors. In April, the Council passed two resolutions authorizing the purchase of 2 vehicles to replace 2 existing vehicles. We have ordered a 2018 Police Interceptor SUV which will serve as a line car for patrol purposes. This vehicle will be replacing a 2014 Police Interceptor SUV with over 102,000 miles on it thus far. It is my recommendation to the Town Administrator that this 2014 SUV be stripped of all police markings, painted and transferred to Code Enforcement. We have ordered a 2018 Ford Taurus that will serve as an unmarked vehicle that will be replacing a 2005 Ford Crown Victoria. It is my recommendation to the Town Administrator that that this 2005

vehicle be sent to Concord for State auction.

Police Station Maintenance:

The police department facility is in good working condition. During this month we were fortunate to get our propane fired heater replaced that is essential during the winter months. Siemens Electrical service did a professional job during this installation, minimizing the disruption to police operations. In April, the Facilities Director sold an antique (non-working) generator that supplied the PD with backup power during the 1990's. The sale of this generator was done through a sealed bidding process.

Drug related issues

During the month of April, we responded to one (1) overdose that is believed to be opiate related. Fortunately, this individual survived after being assessed and treated by the Newmarket Ambulance members. Although we responded to this overdose, I am pleased that we are seeing positive results here in Newmarket compared to other communities in the Seacoast and throughout the State.

I am pleased to report the following statistics for Heroin/Opiate related overdoses and deaths since the inception of the Newmarket Alliance for Substance Abuse Prevention (N-ASAP);

2015- 45 Overdoses with 4 deaths resulting
2016- 22 Overdoses with 2 deaths resulting
2017-15 Overdoses with 2 death resulting
2018- 2 Overdose with 1 death resulting (thus far)

I have consistently added the foregoing paragraph in my last few reports as I feel that it is important for anyone reading this report to understand the philosophy this agency has relative to this epidemic.

The police department's culture with regards to the opiate epidemic has evolved from "arrest and incarcerate" to "intervene and assist with recovery" when it comes to individuals who are addicted to opiates. It is my personal and professional belief that we cannot arrest our way out of this epidemic. Even if we tried that route, the cost to the taxpayers would be astronomical. Furthermore, the county jails and the state prison could not house all arrested "users". With that being said, we will <u>NOT</u> tolerate anyone who sells, distributes or dispenses any of this poison that is in our community. If anyone is caught selling, distributing or dispensing narcotics we will prosecute them to the fullest extent of the law.

Fiscal Year 2017/2018 Budget:

We are nine months into fiscal year 2017-2018. We are within our projected budget having expended approximately 75.16 % of the operating budget.

POLICE

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,338,426.00	96,645.01	985,439.18	352,986.82	74%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,322,707.00	94,821.36	963,298.54	359,408.46	73%

Fire and Rescue Department

In the month of April, the department responded to 68 calls for service; 41 of which were medical calls, transporting 27 patients to area hospitals. The ambulance responded to Newfields for four medical calls, transporting three patients. The ladder responded to Exeter for a building fire. The ambulance responded to Epping for station coverage. It was a very quiet month for calls as we typically do 90 or more runs.

The Department held its annual awards dinner at Riverworks. Several individuals were recognized for years of service, calls covered, and duty hours. Michael MacLellan – Mentor of the year, John Demers - Member of the year, Lt. Kenny Kao – Officer of the year, John Demers – Chiefs award, and Candy Jarosz was recognized for 41 years of service to the department. Candy retired in March.

The Department will be participating in a grant program called Get Alarmed New Hampshire. This program was created to prevent fire and CO-related injuries and deaths among high-risk residents. The town will be one of NH's communities benefitting from FEMA's Get Alarmed New Hampshire Fire Prevention and Safety Grant (FP&S), distributed through the NH Department of Safety's Division of Fire Safety. The program provides free carbon monoxide and smoke alarms throughout owner-occupied homes where children and senior citizens reside. It is designed to provide a safety net for those most vulnerable to the effects of fire and carbon monoxide. According to the National Fire Protection Association (NFPA) the populations most at risk of fire fatalities in residential structures are children under the age of six and adults over the age of fifty nine. About one in four (23.7%) NH residents fall in this category, or approximately 314,455 residents.

Neighboring towns including Dover and Rye are also participating in Get Alarmed New Hampshire, which also includes education around fire prevention and safety, including escape planning. The grant was awarded to the NH State Fire Marshal's office with a goal of assisting members of the fire service community with outreach and providing tools to effectively teach and keep their residents safe. We are excited to get this program started in Newmarket!

I have attached charts with activity reports for the month of April.

FIRE

	FISCAL YEAR 2018			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
376,958.00	38,459.43	344,631.87	32,326.13	91%

	FISCAL YEAR 2017			
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
358,762.00	28,503.10	275,068.23	83,693.77	77%

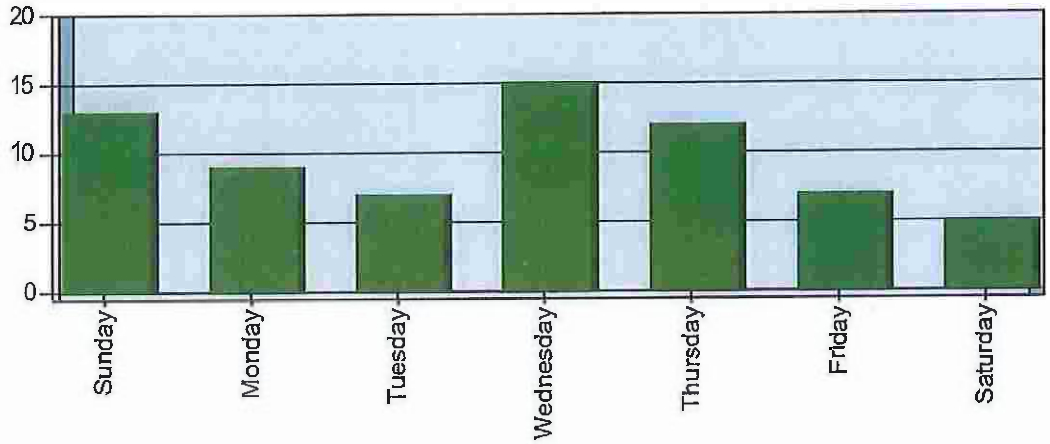
Newmarket Fire & Rescue

Newmarket, NH

This report was generated on 5/1/2018 7:45:53 AM

Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 04/01/2018 | End Date: 04/30/2018



DAY OF THE WEEK	#INCIDENTS
Sunday	13
Monday	9
Tuesday	7
Wednesday	15
Thursday	12
Friday	7
Saturday	5
TOTAL	**68**

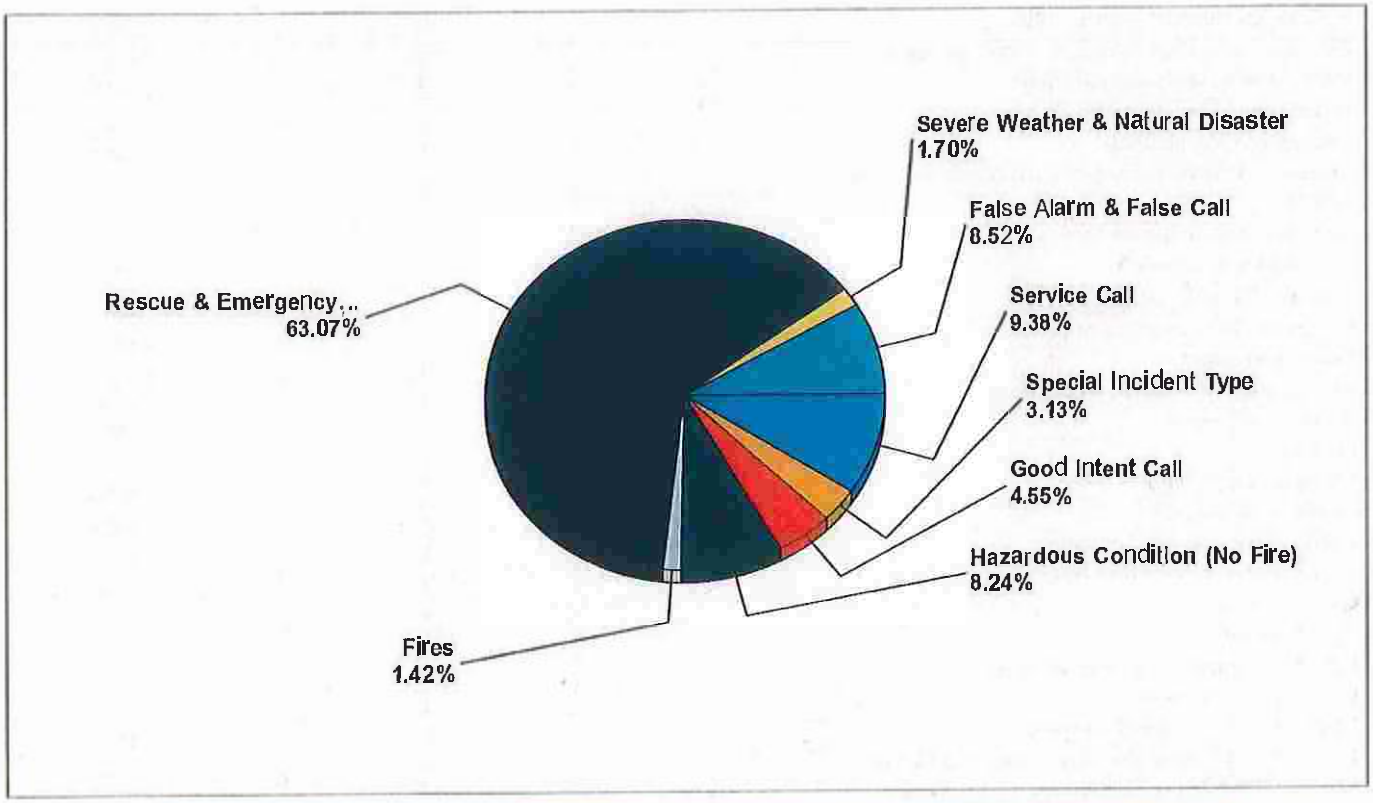
Newmarket Fire & Rescue

Newmarket, NH

This report was generated on 5/1/2018 7:41:36 AM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2018 | End Date: 04/30/2018



MAJOR INCIDENT TYPE	#INCIDENTS	% of TOTAL
Fires	5	1.42%
Rescue & Emergency Medical Service	222	63.07%
Hazardous Condition (No Fire)	29	8.24%
Service Call	33	9.38%
Good Intent Call	16	4.55%
False Alarm & False Call	30	8.52%
Severe Weather & Natural Disaster	6	1.70%
Special Incident Type	11	3.13%
TOTAL	352	100.00%

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

Newmarket Fire & Rescue

Newmarket, NH

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Incident Type Count per Station for Date Range

Start Date: 04/01/2018 | End Date: 04/30/2018

INCIDENT TYPE	#INCIDENTS
Station: 1 -STATION 1	
116 - Fuel burner/boiler malfunction, fire confined	1
142 - Brush or brush-and-grass mixture fire	1
154 - Dumpster or other outside trash receptacle fire	1
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	37
322 - Motor vehicle accident with injuries	1
381 - Rescue or EMS standby	1
413 - Oil or other combustible liquid spill	1
422 - Chemical spill or leak	1
424 - Carbon monoxide incident	1
444 - Power line down	2
500 - Service Call, other	2
511 - Lock-out	1
551 - Assist police or other governmental agency	1
611 - Dispatched & cancelled en route	4
622 - No incident found on arrival at dispatch address	1
700 - False alarm or false call, other	1
730 - System malfunction, other	1
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	1
740 - Unintentional transmission of alarm, other	1
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	3
# Incidents for 1 - Station 1:	**68**

Only REVIEWED Incidents included.

EMERGENCY REPORTING
emergencyreporting.com
Doc Id: 867
Page# 1

Newmarket Fire & Rescue

Newmarket, NH

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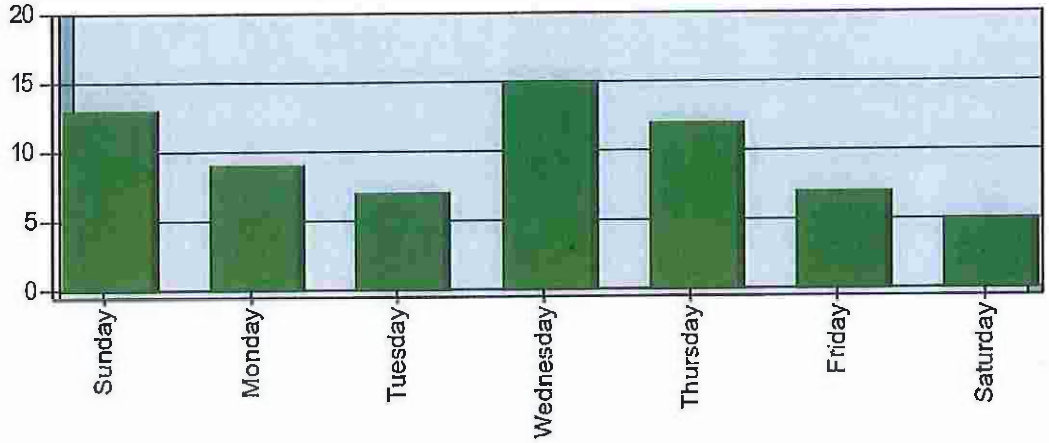
Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 04/01/2018 | End Date: 04/30/2018



DAY OF THE WEEK	# INCIDENTS
Sunday	13
Monday	9
Tuesday	7
Wednesday	15
Thursday	12
Friday	7
Saturday	5
TOTAL	**68**

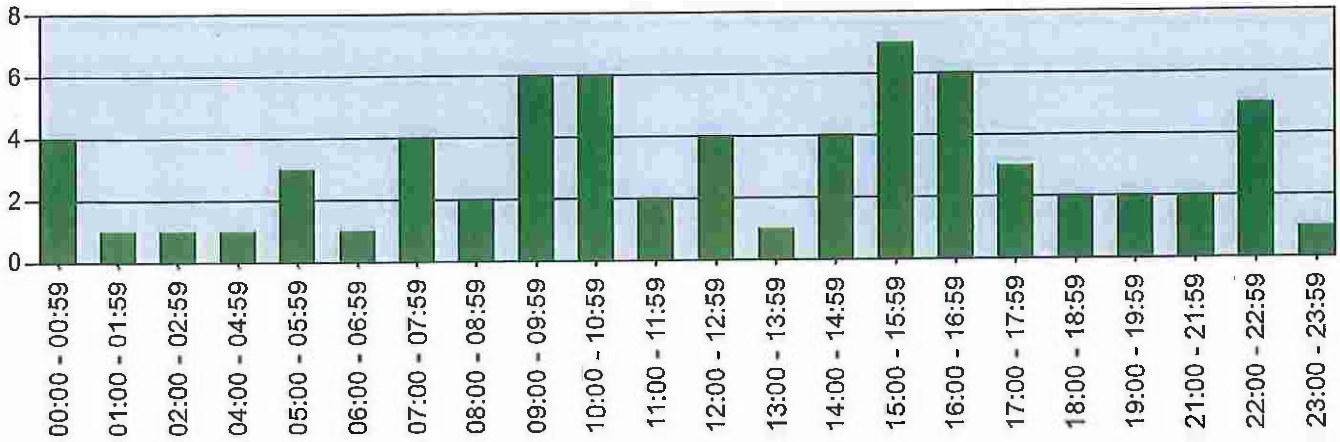
Newmarket Fire & Rescue

Newmarket, NH

This report was generated on 5/1/2018 7:46:36 AM

Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End IncidentType: 911 | Start Date: 04/01/2018 | End Date: 04/30/2018



HOUR	#of CALLS
00:00 - 00:59	4
01:00 - 01:59	1
02:00 - 02:59	1
04:00 - 04:59	1
05:00 - 05:59	3
06:00 - 06:59	1
07:00 - 07:59	4
08:00 - 08:59	2
09:00 - 09:59	6
10:00 - 10:59	8
11:00 - 11:59	2
12:00 - 12:59	4
13:00 - 13:59	1
14:00 - 14:59	4
15:00 - 15:59	7
16:00 - 16:59	6
17:00 - 17:59	3
18:00 - 18:59	2
19:00 - 19:59	2
21:00 - 21:59	2
22:00 - 22:59	5
23:00 - 23:59	1
TOTAL:	68

Only REVIEWED incidents included.

Public Works Department

A three foot culvert on Dame Road failed and collapsed last month after a night of heavy rains. It was discovered early in the morning and the road had to be closed for 8 hours while crews replaced the culvert. Residents were impacted with a long detour. We couldn't maintain traffic and replace the culvert at the same time.

Crews are still in the process of cleaning up debris from the March snowstorm. This process is slowing down because warm weather is here and many other projects have begun. We have spent weeks chipping and cutting up trees, however we have many more weeks to go. The storm caused significant tree damage to the town.

The work at the municipal parking lot on Bay Road is progressing. There were some unexpected things that needed to be addressed which caused delays. The entire parking lot was found to have unsuitable material, which had to be dug out and removed, and gravel hauled back in. The ground water table was within inches of the pavement, so underdrainage needed to be installed and tied into the catch basins. We anticipate the parking lot to be paved and reopened to the public by mid-May.

Crews will be painting all crosswalks and parking spaces before Memorial Day. Street sweeping continues; the bulk of town has been completed.

The North Main Street project will cause some significant traffic interruptions in May. American Construction will be milling and paving from Bay Road to the Durham town line. After that is complete they will be installing new curbing and constructing sidewalks. Their plan is to complete the Newmarket end first and continue into Durham.

I have attached charts with activity reports for the month of April.

DPW ADMIN

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
434,282.00	36,117.64	387,040.69	47,241.31	89%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
427,516.00	35,592.45	380,998.15	46,517.85	89%

ROADS& SIDEWALKS

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
520,270.00	25,471.93	492,324.23	27,945.77	95%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
330,970.00	14,707.24	242,780.02	88,189.98	73%

STREET LIGHTS

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
49,000.00	394.86	30,483.49	18,516.51	62%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
49,000.00	3,731.57	37,383.15	11,616.85	76%

CEMETERIES

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
38,132.00	1,415.57	16,424.78	21,707.22	43%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
37,253.00	1,517.87	22,292.35	14,960.65	60%

FIRE

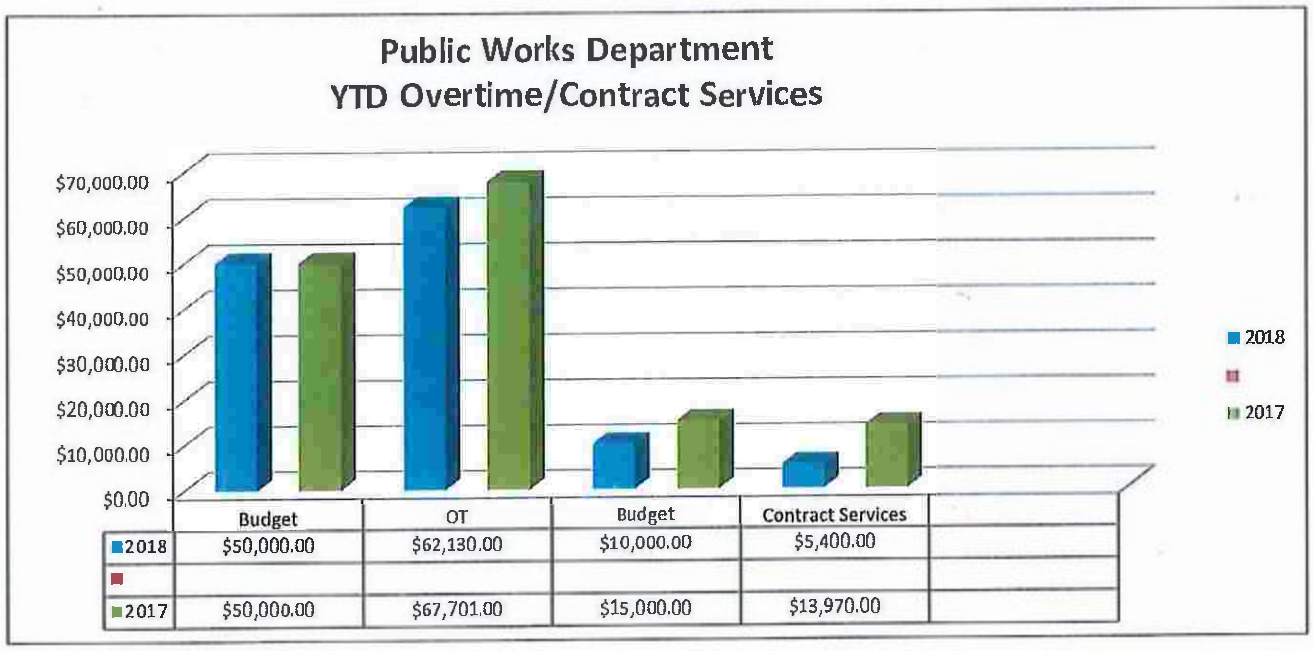
FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
376,958.00	37,438.57	306,172.44	70,785.56	81%

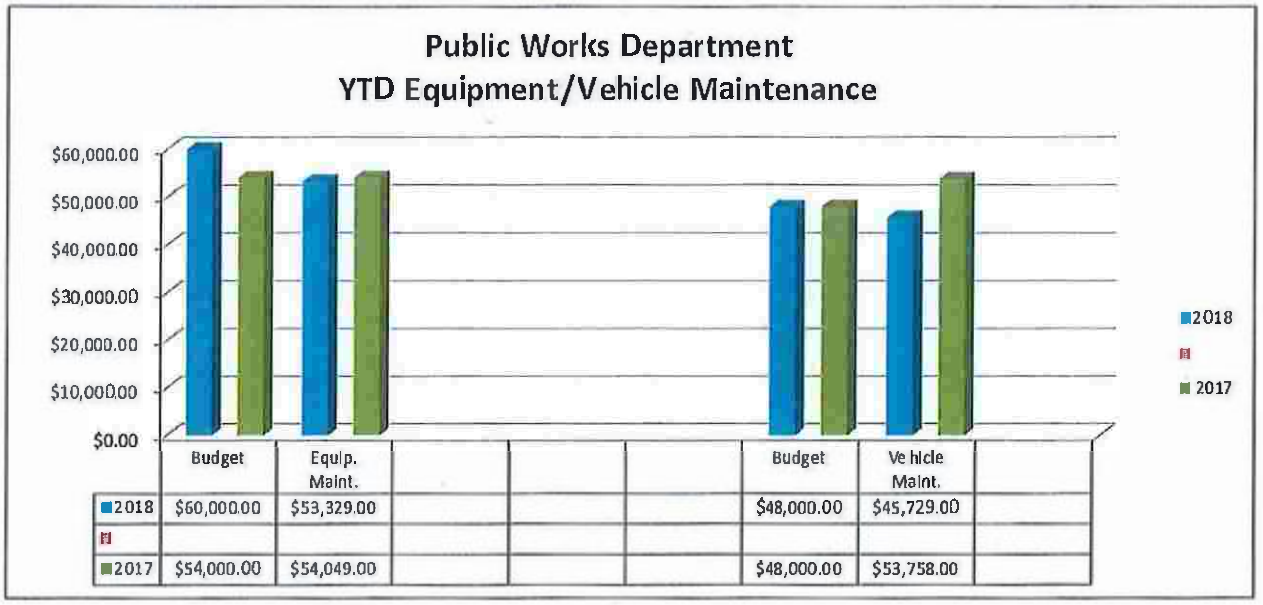
FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
358,762.00	19,158.57	246,565.13	112,196.87	69%

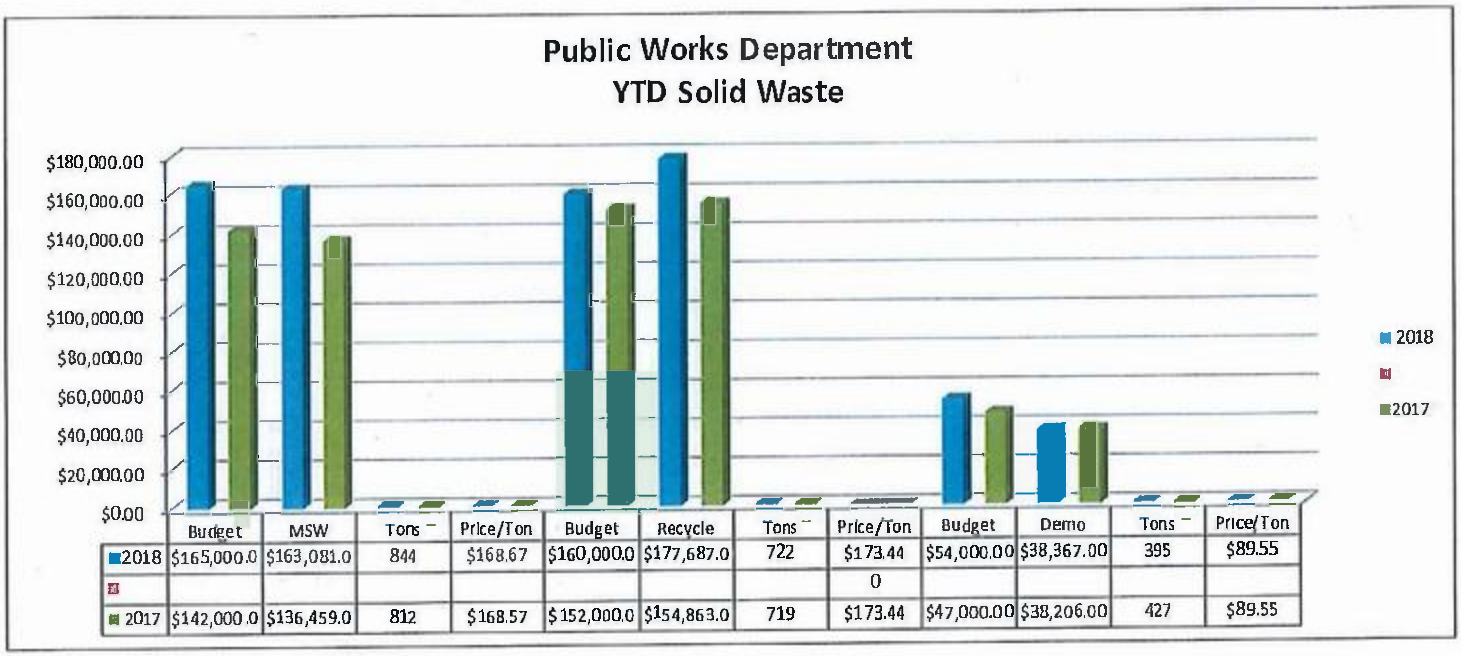
	Budget	OT	Budget	Contract Services
2018	$50,000.00	$62,130.00	$10,000.00	$5,400.00
2017	$50,000.00	$67,701.00	$15,000.00	$13,970.00



	Budget	Equip. Maint.	Budget	Vehicle Maint.
2018	$60,000.00	$53,329.00	$48,000.00	$45,729.00
2017	$54,000.00	$54,049.00	$48,000.00	$53,758.00

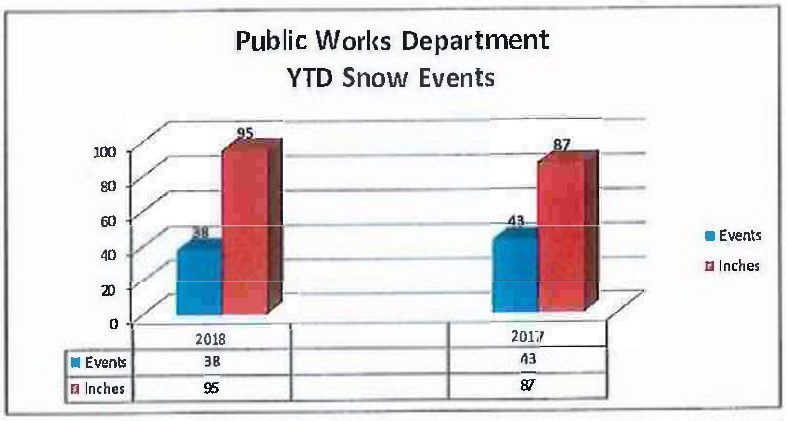


	Budget	MSW	Tons	Price/Ton	Budget	Recycle	Tons	Price/Ton	Budget	Demo	Tons	Price/Ton
2018	$165,000.00	$163,081.00	844	$168.67	$160,000.00	$177,687.00	722	$173.44	$54,000.00	$38,367.00	395	$89.55
2017	$142,000.00	$136,459.00	812	$168.57	$152,000.00	$154,863.00	719	$173.44	$47,000.00	$38,206.00	427	$89.55

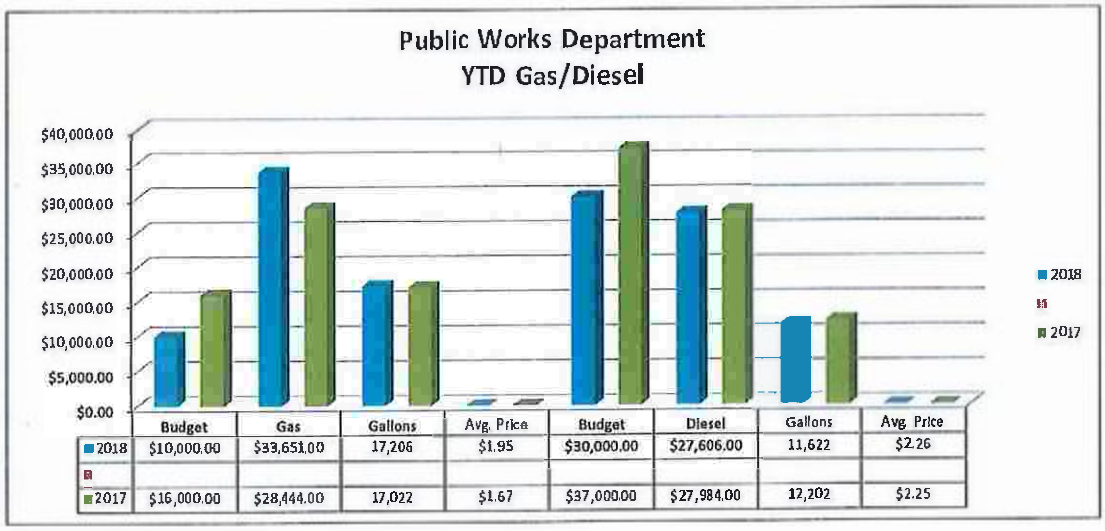


	Budget	MSW	Tons	Price/Ton	Budget	Recycle	Tons	Price/Ton	Budget	Demo	Tons	Price/Ton
2018	$165,000.0	$163,081.0	844	$168.67	$160,000.0	$177,687.0	722	$173.44	$54,000.00	$38,367.00	395	$89.55
								0				
2017	$142,000.0	$136,459.0	812	$168.57	$152,000.0	$154,863.0	719	$173.44	$47,000.00	$38,206.00	427	$89.55

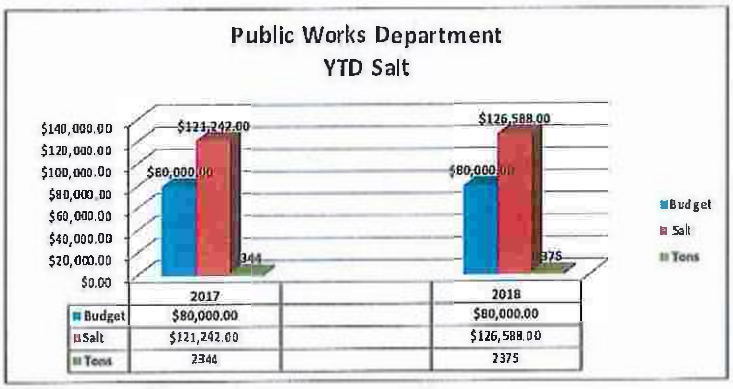
	Events	Inches
2018	38	95
2017	43	87



	Budget	Gas	Gallons	Avg. Price	Budget	Diesel	Gallons	Avg. Price
2018	$10,000.00	$33,651.00	17,206	$1.95	$30,000.00	$27,606.00	11,622	$2.26
2017	$16,000.00	$28,444.00	17,022	$1.67	$37,000.00	$27,984.00	12,202	$2.25



	Budget	Salt	Tons
2017	$80,000.00	$121,242.00	2344
2018	$80,000.00	$126,588.00	2375



Facilities Report

The new gas fired unit heater for the Public Works garage and the Police Department's Sally Port has been installed and are fully operational.

The old propane generator located in the Police Department's Sally Port has been sold and removed from the property with gas line and electrical being permanently capped off by our contractors.

The Community Center lighting upgrades project has started with excellent results.

We placed back out to competitive bidding the Police Department's parking lot drainage repairs and the Community Center Gazebo concrete pad. The parking lot received 5 submissions that are currently being reviewed and qualified with the low apparent submission. We did not receive any bid submissions for the Community Center Gazebo concrete pad. We will be revisiting this project in the next few weeks to come

up with a solution to get the work done before the summer recreation programs begin.

We have completed the facilities surveys, compiled the collected data, created a photographic record, and created reference materials creating a facilities condition and planning report. We feel we have created a very useful report and "living" document to help the Town Council plan for short and long term asset investment strategies.

We continue to work with the Macallen Dam Committee and GZA to create a submission and engineering study for the Town Council.

The Tiger House painting is over budget from what we projected last summer by $2,300.00. We are working with the low qualified bidder to look at possible reductions in scope without impacting the project. Since we created the original cost projects we have found addition wood rot and one of the windows has deteriorated beyond the point of repair increasing the overall cost to complete the project.

We have targeted May to take final testing as a Certified Stormwater Inspector/Plan Approver.

The school project is moving forward with site work beginning started with very noticable changes to the former Carpenter Property and McGrath property. Groundbreaking is scheduled for June 22, 2018 to be held at the JR/SR High School with more details available through the School District.

The Building and Grounds crews continue to do regular maintenance and grounds care throughout the town. The School based custodial staff are closing in on the end of the school year with Graduation June 8, 2018

FACILITIES

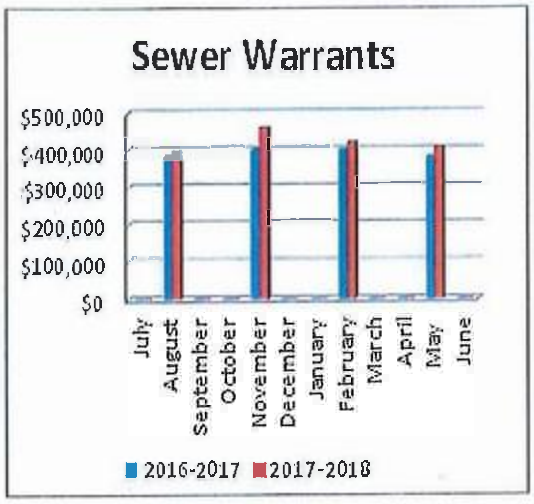
FISCAL YEAR 2018

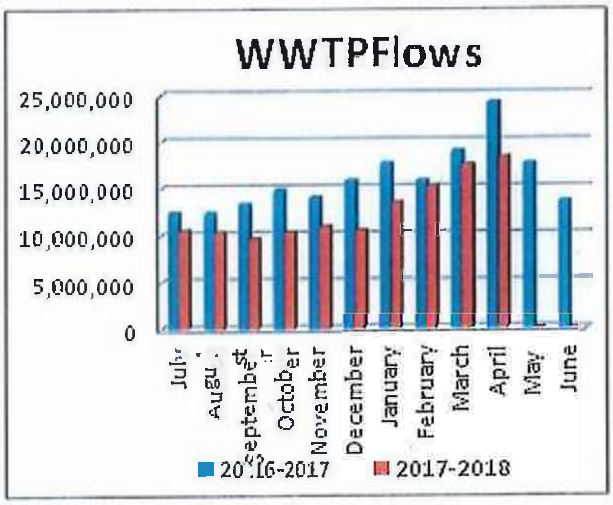
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
545,965.00	62,334.37	450,867.03	95,097.97	83%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
482,233.00	47,214.21	368,195.55	114,037.45	76%

Environmental Services Department
System Report





Wastewater Treatment Plant Tours

The Wastewater Department will be having an open house on Saturday May 19th from 9 am to noon for residents and interested parties that would like to take a guided tour of the Town's new wastewater treatment plant process.

Shut Off Notices

The Water and Sewer Department had approximately $50,000 in past due water and sewer bills. The Department sent out shut off notices in April. As of May 3, 2018 there are approximately $5,000 in past due water and sewer bills.

Underground Fuel Storage Tank

The Wastewater Department has a 6,000 gallon underground fuel storage tank that supplies heating fuel to the boiler that heats the maintenance building at the wastewater treatment plant. The fuel tank is a double wall tank that was installed in 1985. It was found that the inner wall is leaking. So the tank must be removed. The Town is working with New Hampshire Department of Environmental Services to accomplish the tank removal within the NHDES requirements.

Nitrogen Control Planning

Wright-Pierce and the Town met with the New Department of Environmental Services, Environmental Protection Agency, and University of New Hampshire Scientists to discuss a sampling program for the Lamprey River. The Town must submit an engineering evaluation by December 31, 2022. The evaluation shall include recommendations for implementation of any additional measures necessary to achieve compliance with the NPDES Permit, or justification for leaving the interim discharge limit of 8.0 mg/L total nitrogen.

Processed Wasted Sludge

The Wastewater Department processed 449,690 gallons of 0.75% wasted solids from its treatment process with its Huber dewatering screw press. This resulted in 83 tons of 17.11% solids that were hauled off for disposal.

Monthly Operations Report

Newmarket WPCF

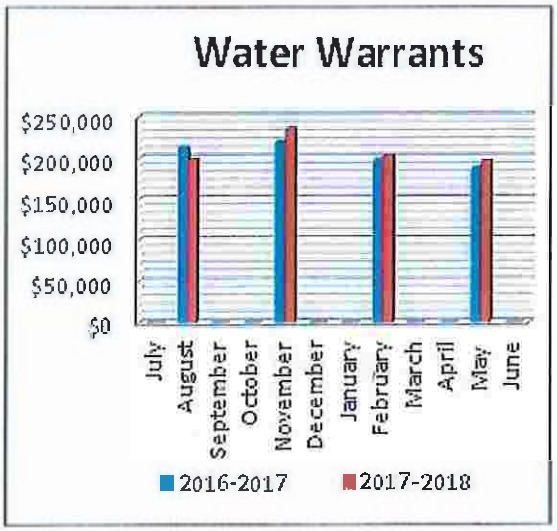
Permit# NH00100196

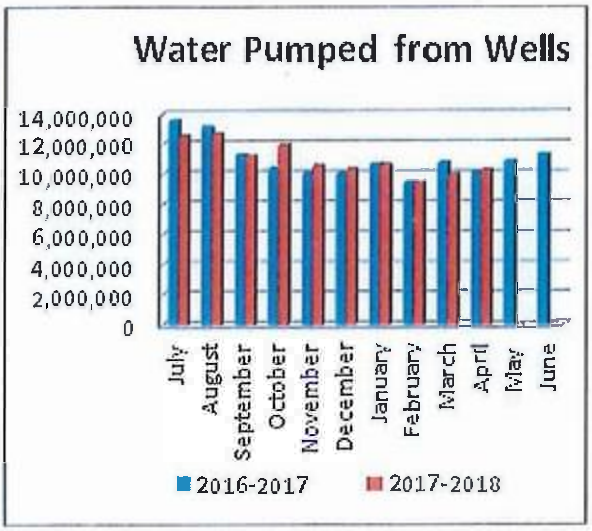
April-2018

Primary Operator Sean Greig

	Inf. Flow	Eff. Flow MGD			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine	
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.		Inf.	Eff.	Colif.	ococci	Residual	
1	.5570	.21	1.0	.5450						7.4	7.1	<2	3	0.00	0.00
2	.5110	.21	1.1	.5360		5.8		2.0	1.7	7.7	7.0	4	28	0.00	0.00
3	.5090	.24	1.1	.5130		3.5		1.3	1.7	7.8	6.9	<2	2	0.00	0.00
4	.5580	.22	1.3	.5790						7.6	7.1	2	4	0.00	0.00
5	.5380	.24	1.2	.5600						7.7	7.0	8	4	0.00	0.00
6	.5230	.22	1.0	.5280						7.9	6.9	4	10	0.00	0.00
7	.5650	.27	1.1	.5620						7.8	7.0	<2	8	0.00	0.07
8	.5620	.22	1.0	.5540						7.3	7.0	<2	<1	0.00	0.00
9	.4980	.23	1.1	.5100						7.9	6.9	3	9	0.00	0.00
10	.4740	.23	1.0	.4740		5.8		1.6	1.4	7.8	7.0	4	8	0.00	0.00
11	.4730	.17	1.0	.4990		3.1		1.1	1.8	8.0	7.1	<2	11	0.00	0.00
12	.4640	.00	1.1	.4750						7.6	7.0	4	13	0.00	0.00
13	.4620	.15	1.1	.4670						7.7	7.0	1	6	0.00	0.60
14	.4700	.15	1.1	.4570						8.0	7.1	<2	<1	0.00	0.00
15	.4970	.14	1.1	.4900						8.1	7.2	5	3	0.00	0.06
16	.9190	.14	4.6	1.0000		8.0		2.3	1.9	7.8	7.2	<2	4	0.00	0.00
17	1.0000	.57	1.8	1.0510	202	5.7	207	2.9	4.3	7.5	6.9	14	8	0.20	0.05
18	.7940	.42	1.5	.8030						7.6	6.9	4	3	0.14	0.06
19	.7240	.36	0.9	.7290						7.7	6.9	<2	4	0.11	0.00
20	.6630	.33	1.4	.6590						7.7	7.1	7	3	0.31	0.00
21	.6370	.30	1.2	.6160						7.8	7.0	7	2	0.00	0.00
22	.6120	.25	1.2	.5890						7.7	7.0	<2	5	0.00	0.00
23	.5490	.25	1.2	.5540		4.5		1.5	1.7	7.7	7.2	2	4	0.00	0.00
24	.5200	.27	1.1	.5120	218	3.8	165	0.9	1.6	7.7	7.2	9	6	0.00	0.00
25	.5920	.19	1.4	.5830						7.9	7.1	3	4	0.00	0.00
26	.7700	.40	1.5	.7940						7.6	7.0	<2	4	0.00	0.43
27	.6860	.35	1.1	.6790						7.6	7.0	1	1	0.11	0.41
28	.6830	.35	1.2	.6640						7.4	7.0	<2	1	0.00	0.00
29	.7060	.30	1.3	.6990						7.5	7.0	<2	<1	0.00	0.00
30	.6500	.32	1.3	.6630						7.7	7.0	6	5	0.00	0.00

Average Wastewater Flow Discharged: 0.5648 Million Gallons/Day
Biochemical Oxygen Demand (BOD) Removal: 98%, Average Discharge per day: 5.0 mg/L
Total Suspended Solids (TSS) Removal: 99%, Average Discharge per day: 1.7 mg/L
Total Nitrogen (TN) Average Discharge per day: 2.0 mg/L, 10.2 pounds





Shut Off Notices

The Water and Sewer Department had approximately $50,000 in past due water and sewer bills. The Department sent out shut off notices in April. As of May 3, 2018 there are approximately $5,000 in past due water and sewer bills.

Lead and Copper Sampling

The Town has sampled the required homes for the lead and copper sampling. The samples are at the lab for processing. The Town should receive the results with the next couple of weeks.

Water Main Repairs

On April 12, 2018 the Town had a water main break on Bay road. The Water and Public Works Department replaced approximately 5 feet of water main. Bay Road has had two water main breaks within the past five months.

Projects

The Water Department is currently reviewing the draft engineering report for the MacIntosh and Tucker Well treatment. The report should be finalized by June 1st.

The Water Department is working with Underwood Engineers on the layouts and cost estimates for the Bennett and Sewall Well improvements. We should have the layouts and cost estimates by mid May.

	APRIL PUMPING TOTALS 2018						
Date	Bennett	130gpm	Sewall	200gpm	Mac Well	315 gpm	
	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Total
1	9.3	72,764	9.3	112,081	9.2	172,700	357,545
2	8.1	62,804	8.1	96,685	7.8	148,400	307,889
3	8.2	63,655	8.2	97,965	8	150,400	312,020
4	10	77,598	10	119,278	9.6	182,200	379,076
5	8.3	64,181	8.3	98,748	8.1	151,700	314,629
6	8	62,262	8.1	97,420	7.7	146,900	306,582
7	10.8	83,580	10.4	126,885	10.5	197,100	407,565
8	9.8	76,416	9.8	117,671	9.6	181,300	375,387
9	8.2	63,678	8.2	97,883	7.9	150,300	311,861
10	8.4	65,127	8.5	101,714	8.2	153,900	320,741
11	9.6	74,386	9.4	112,666	9.2	173,880	360,932
12	10	77,617	10.1	121,020	9.8	184,300	382,937
13	7.9	61,755	7.9	93,729	7.6	144,100	299,584
14	8.6	66,954	8.6	102,994	8.4	158,500	328,448
15	11.3	88,999	11.3	135,411	11	207,600	432,010
16	8	62,484	8	96,160	7.9	147,600	306,244
17	7.8	60,834	8.3	99,957	8.1	149,000	309,791
18	9.8	76,400	9.8	117,356	9.5	179,400	373,156
19	8.8	68,132	8.8	104,816	8.5	161,300	334,248
20	8	62,567	8	96,151	7.8	147,420	306,138
21	10.3	80,603	10.3	123,919	10.1	190,890	395,412
22	9.2	71,685	9.2	110,197	9	169,900	351,782
23	8.3	64,727	8.3	99,674	8.1	153,000	317,401
24	10.1	78,549	10.6	122,603	9.8	186,300	387,452
25	7.7	59,807	7.5	90,310	7.4	139,300	289,417
26	7.7	59,857	7.7	91,893	7.5	141,100	292,850
27	9.6	73,817	9.5	113,471	9.1	173,200	360,488
28	8.4	65,218	8.4	100,344	8.2	154,300	319,862
29	11.5	89,263	11.5	137,235	11.1	210,600	437,098
30	8.3	64,621	8.3	99,380	8.1	152,600	316,601
Total	270.0	2,100,340	270.4	3,235,616	262.8	4,959,190	10,295,146
AVG. Day	9.6	75,012	9.7	115,558	9.4	177,114	367,684

WATER

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,137,780.00	35,955.06	952,616.71	185,163.29	84%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
932,813.00	15,609.85	727,353.03	205,459.97	78%

SEWER

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
2,182,426.00	104,216.52	1,597,241.31	585,184.69	73%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,177,968.00	62,960.53	856,132.57	321,835.43	73%

Information Technology

1. Work continues in earnest to move to MUNIS, the new accounting software. This has been taking up a lot of my time and will for the foreseeable future. We may have to replace printers and other hardware that has served us well for a long time. MUNIS is picky about what it works with.

2. We have started data migration for both MUNIS and ClerkWorks. This is really "early days" and is mostly for testing phases.

3. I have started a true inventory phase, whereby I am checking all hardware, and all software installed. This is going to take some time but is needed to smooth the MUNIS transition work.

4. One of our backup devices seems to no longer function properly. It's been in service for about seven years, so no complaints. I am in process of replacing it.

5. Just the work with MUNIS and Clerkworks, as well as installing the latest update for the current accounting software and integrating that, takes up most of my time.

IT

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
139,422.00	11,120.85	119,440.99	19,981.01	86%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
135,558.00	8,144.93	117,203.07	18,354.93	86%

Office of Building Safety, Health and Zoning Enforcement

Monthly Report May 2018

Preceding Month Activities

Permits Issued			
15	Building*	$7610	1 waived for school district
5	Electrical*	$237	1 paid/waived w/ building permit
6	Plumbing	$270	2 paid w/ building permit
6	Mechanical	$335	3 paid w/ building permit

Total Permit Revenue **$8,452**

Construction activity remains very strong, which unfortunately brings out some of the less talented contractors due to the unavailability to find more experienced contractors. The experienced contractor need little coaching while some others require much more time involvement. We urge all property owners to conduct a little due-diligence before hiring a contractor. Very often, the truth is only a Google away. A few minutes on the internet can save a whole lot of heartache.

- Conducted 40 regular construction inspections
- Attended seminar on the fairly newly adopted "Existing Buildings Code" This statewide code deals specifically with alterations, modifications and changes of use to existing buildings. It also contains a chapter pertaining to historic buildings which promotes preservation of these buildings rather than replacement.
- Acted as Zoning Administrator, Pro Tem while Zoning Administrator was on vacation
- Received a number of resident complaints, most were due to condition of outdoor spaces. These complaints are for the most part not covered by current codes and tend to decrease once vegetative buffer leaf out.

- Met with Main Street Corporation on a number of downtown initiatives that serve to make the downtown more inviting. An exciting development will be a large scale plaque with the historic mills and a write up on the mills history. This plaque will be located at the Eagles' Overlook, now owned by Newmarket Mills.
- Participated in Scenic Mills Byway planning group. The scenic Mills Byway begins in Newmarket and runs to Rollinsford. This classification serves to promote additional funding and aesthetic design consideration to the Route 108 corridor in Newmarket and beyond
- Attended Strafford Regional Planning Commission Traffic Advisory Committee Meeting discussing funding for critical urban and Rural freight corridor improvement. Due to safety concerns, the committee moved to prioritize Route 4 and Route 16 over smaller and less appropriate routes that ran through small towns, such as Newmarket.
- Attended Newmarket Business Association Meeting. Parking continues to be the major concern and many report perception of no parking availability turns into reality when customers go to other towns with more parking opportunities. We now have 9 businesses that are either closed or are planning on closing (as well as the old Fire Station that has been vacant for over 10 years).

BUILDING INSPECTION

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
70,731.00	5,019.01	56,099.16	14,631.84	79%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
69,755.00	5,523.46	57,442.47	12,312.53	82%

Town Clerk - Tax Collector

TAXES

Total Committed 2017	$19,905,115	Tax 1 & Tax 2
Total Collected thru 4/30/18	$20,137,034	Principal & Interest

TAX LIENS

	2017 Liens	**2016 Liens**	**2015 Liens**
	(Deed2020)	***(Deed 2019)***	***(Deed 2018)***
Property Tax Amount Liened	209,116	216,555	196,946
W/S Amount Liened	0	0	66,195
# Properties Liened	61	71	93
Uncollected thru 4/30/18	186,066	88,420	19,842

WATER & SEWER (1/1 THRU4/30/18)

	2018	**2017**
Water Billed	204,573	199,134
Sewer Billed	422,649	402,286
Uncollected thru 4/30/18	13,836	53,609

TOWN CLERK REVENUE (7/1/17 thru 4/30/18)

	Year End 6/30/18	**Year End 6/30/17**	
Motor Vehicle (MV)	1,243,655	1,211,710	2.64% increase
Town "non-MV"	113,787	105,640	7.71% increase
State NH (MV, Vitals, Boats, Dogs)	428,775	419,069	2.32% increase

- Motor vehicles still on the upswing
- Daily activity steady
- Dog Licenses due April 30th
  - Approx 1400 dogs total; 907 licensed as of April 30th
- 2017 LienDate:April 12,2018
- 2015 Deed Date: June 14, 2018
  - Impending deed notices mailed April 26th (8 properties)

TOWN CLERK

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
168,528.00	14,845.06	134,377.73	34,150.27	80%

FISCAL YEAR 2015

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
176,442.00	13,715.27	138,332.48	38,109.52	78%

Planning Department

Planning Board Activities

Status of approved applications of the Planning Board:

Rockingham Golf, LLC (a.k.a. Chinburg Builders, Inc.) is developing a residential open space design subdivision, involving 52 house lots, at the site of the Rockingham Country Club at 200 Exeter Road. The development, "Rockingham Green", envisions the existing golf course, to remain open to the public, and the adjacent wetlands to be preserved as open space. Construction activity has moved along expeditiously at the site. Road construction is nearly complete with only the overlay to be completed. A performance guarantee has been renewed in the amount of $106,000 to assure final completion of the road and all related infrastructure improvements. The developer has received Certificates of Occupancy (COs) for forty five (45) homes in the development. Three (3) homes have building permits open and are currently under construction. The subdivision is nearly 87% built-out.

Newmarket Industrial Park Lots 6 and 7, LLC/Shearwater Investment Corporation – The owners of the Industrial Park have recently purchased parcels which front on Route 108 in order to create two new industrial sites at the Industrial Park. The applicant had previously received approval in 2015 for an expansion to the adjacent property in order to construct a 24,000 square foot addition. As part of the earlier project, the intersection of Forbes Road and Route 108 was improved with a right turn lane and larger turning radii in coordination with the NH Department of Transportation (DOT). Recently, the developer announced the tenant for the expansion on the adjacent parcel has backed ont of the project. The applicant has returned to the Planning Board for consideration of a scaled down version of the project. The new project involves the construction of a 24,000 square foot stand-alone industrial building on one of new lots and a boundary adjustment in order to modify the two (2) lots so they are larger and have more frontage than required. At the November 14, 2017 meeting of the Planning Board, the application was accepted for review. At the February 13 Planning Board meeting, the application was continued until the March 20 meeting to allow the Technical Review Committee to weigh in on remaining sewer design and bank stabilization concerns. Following further review by the Technical Review Committee (TRC), the remaining issues were addressed. The project received a conditional approval at the April 8, 2018 Planning Board meeting.

The Planning Board has received a second application from the Maplewood and Vaughan Holding Co. LLC for a new 22,000 square foot industrial building on adjacent Lot 6. This application was accepted for review by the Planning Board at its April 8, 2018 and has been forwarded to the Technical Review Committee (TRC) for review. The Planning Board continued the application to the June 12, 2018 Planning Board meeting.

Hayden Place - Residential Open Space Development at 74 Bald Hill Road is being developed by Chinburg Builders, Inc. The Planning Board approved a special use permit for this project in 2014. The project involves the construction of ten (10) single family homes and 650 feet of roadway at the foot of Bald Hill with adjacent lands being preserved in perpetuity as open space. A twenty-one (21) acre open space tract has been conveyed to the Southeast Land Trust (SELT) which will maintain and act as stewards of the conservation land. Road construction has proceeded expeditiously with only the final overlay to be completed. A performance guarantee has been posted to ensure the completion of road work and to allow the issuance of building permits for the remaining houses. Certificates of occupancy for nine (9) homes have been issued and the last building permit has been issued for a single family home which is under construction. The subdivision is over 90% built-out at this time.

Jarib M. Sanderson – Robin Realty Newmarket Trust/Tuck Realty Corporation filed an application for a Special Use Permit for a residential open space design subdivision involving 11 lots at 36 Dame Road, Tax Map U2, Lot 297, and Bay Road, Tax Map U2, Lot 320, both in the R1 Zone. The special use permit was conditionally approved by the Planning Board at its July 2016 meeting following a site walk and review by the Technical Review Committee (TRC) of the Planning Board. A more detailed subdivision application was submitted in the August and was conditionally approved at the November 15, 2016 Planning Board meeting. Construction was started in April 2017. Construction has progressed and former issues with drainage and erosion control have been addressed. The first course of paving on the road was completed during the Fall. There remains a punch list of items that will need to be completed during the upcoming construction season. The property owner has secured a $60,000 letter of credit, as a performance guarantee to assure completion of the remaining site improvements. The applicant has transferred several of the lots in the subdivision this spring, to a new builder, who will be seeking building permits shortly. There is one open building permit for a single family home which is under construction.

Eric DeWitt, 81 Exeter Road, Tax Map U3, Lot 137. The Planning Board conducted a Design Review for a mixed-use project located in the B-1 Business zone. The applicant wishes to remove the existing structures on the site and construct a two story building. The first floor would be commercial space to allow for two small businesses and the second floor would house eight studio style apartments. The project was well-received by the Planning Board which discussed issues with stormwater and driveway access. The application is expected to be submitted for formal review by the Planning Board at the June 12, 2018 Planning Board meeting. The applicant is currently coordinating the review of impacts to wetland buffers with the Conservation Commission.

Jonathan and Caitlin Smith, 14 Woods Drive, U-1-1-50, R-2 Zone. The applicant has requested a waiver of impact fees for an accessory apartment at 14 Woods Drive, Tax Map U1 Lot 1-50, R2 Zone. There were several questions raised by Board members whether under the new RSA pertaining to Accessory Dwelling Units (ADU's) impact fees can be waived for a single unit occupancy. The Planning Board drafted and recommended that the Town Council adopt new zoning language to allow waivers from impact fees for accessory dwelling units under certain circumstances. The new language was approved after a Public Hearing on April 18, 2018. The impact fee waivers were granted by the Planning Board at its May 8, 2018 meeting.

Future Land Use Plan and Zoning Changes. At its November 2016 meeting, the Planning Board prioritized action items for implementing the recommendations of the Future Land Use Chapter. The top priorities were to bring forward for consideration zoning changes for both a Continuing Care Retirement Community (CCRC) and Skilled Nursing Facility (SNF) Overlay District that had been recommended by the Economic Development Committee (EDC). The Planning Board subcommittee met several times to review reference materials related to these housing concepts and other zoning changes. The Planning Board forwarded a new Skilled Nursing Facility Overlay District on New Road to the Town Council for consideration at the end of the summer of 2017. The Town Council held a public hearing at the October 18, 2017 meeting and unanimously adopted the ordinance. At the November 14, 2017 meeting of the Planning Board, the Board set up another Zoning Subcommittee to address the remaining recommendations of the Economic Development Committee regarding the rezoning of property within the B-3 District on Route 152 to allow for a Continuing Care Retirement Community (CCRC). The committee plans to hold a workshop meeting with landowners, real estate professionals, and other stakeholders sometime during the summer. A joint meeting will be held with the Town Council to discuss strategies to advance this concept at a meeting to be scheduled in June.

The Town Council held a public hearing on proposed changes to the Town's Zoning Ordinance to allow the Planning Board to waive impact fees for accessory dwelling units that do not increase the number of bedrooms, as such projects generally do create additional demands on municipal services, the schools, and water and wastewater systems. The zoning amendments were approved on April 18, 2018 and are now in effect.

FEMA Floodplain 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 Strategic Initiatives (OSI) has conducted a compliance review of our regulations and forwarded recommendations for updating. 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. The Planning Board set up a subcommittee to work with the Community Development Director on these amendments for consideration at a future meeting. There has been an appeal regarding the preliminary floodplain maps. The deadline for adopting new maps and revising the zoning ordinance has, therefore, been postponed. Copies of the preliminary floodplain maps are available for public viewing in the Planning Office and have been posted on the Town's website. Recent discussions with the NH OSI/FEMA representative indicated that it may be another year before the maps are finalized and can be adopted.

Special Projects

Route 108 Pedestrian Crossings: The Downtown Pedestrian Crossing Improvement project is 100% complete. During the month of June, the Contractor completed several punch list items, including the resetting of pavers, and the repair of the paver depression in the crosswalk in front of the Big Bean. In August, a pavement marking subcontractor was hired by the Town to complete crosswalk striping and street markings. A final inspection with the NH Department of Transportation was held on Friday, October 20. The Town is now in the process of organizing final project documentation so the project can be closed-out.

Macallen Dam Feasibility Study: Since 2005, the Town has approved funding every year for the Macallen Dam Capital Reserve Fund in order to address deficiencies at the dam. Most recently, the Town issued a Request for Proposals (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 2015. Awarding the contract for the stability analysis was placed on hold, for several months, while follow-up work on the hydraulic calculations was completed. The Town's consultant, Gomez and Sullivan (G&S), put together a technical memorandum regarding the design flows associated with increasing the capacity of the dam, which is one of the outstanding items in the NH Department of Environmental Services (DES) Letter of Deficiency. The Town now has a more refined model in place to evaluate various dam modifications and repairs including increasing the height of the abutment walls to meet the required design flows. With the new model, the 100 year design flow is 9,824 cfs, with a water surface elevation of 33.61 feet at the dam with the gates closed.

At a June meeting of the Macallen Dam Study Committee, with NH DES, it was clarified that if the Town just focuses on improvements to the abutment walls, a complete stability analysis would only have to be completed on that aspect of the dam and not the entire dam structure which would result in reduced costs for the Town. Also, the breach analysis would not have to be re-done resulting in further cost reductions. A final draft of the summary report, including an updated model, was submitted by G&S to the Committee during the early summer of 2017 and was

approved by the NHDES.

In July 2017, the Town Administrator was authorized by the Town Council to enter into a consulting contract with GZA GeoEnvironmental to complete a stability analysis and conceptual design related to increasing the height of the abutment walls on either side of the dam. This study resulted in preliminary cost estimates for repair of the dam. A summary report has been prepared by the consultant for review and approval by the NH DES Dam Bureau.

A public presentation was held on December 6 at which GZA provided an update to the Town Council on the findings of the Macallen Dam: Stability Analysis and Conceptual Design of Remedial Alternatives. The consulting team presented three (3) options for alignment of walls on the right hand abutment, enhancements to the left hand abutment, as well as options for replacing the existing gate system with more contemporary crest gates that are hydraulically operated and pneumatically operated, ranging in price from $1,460,000 to $1,540,000. A title opinion from the Town's legal counsel has confirmed that the property right of the dam and north of the Durham Book Exchange Building adjacent to the fish ladder is owned by the New Hampshire Fish and Game Building. The Town Council will hold a public hearing at its May 16, 2018 to solicit input from the citizens on the "preferred alternative". There is also a resolution on that same agenda authorizing the Town Administrator to enter into a contract amendment with GZA so the Town can move forward with the next phase of engineering design. With the completion of the next phase of engineering, the Town expects to be in a position to be able to present a proposal to the Town Meeting in March 2019 for a bond issue to proceed with construction in July 2019. The Macallen Dam Study committee is meeting on May 10 to prepare for that meeting and continue discussions with stakeholders regarding their concerns regarding the dam rehabilitation.

The Macallen Dam Study Committee has met stakeholders to review the various conceptual designs for addressing the Letter of Deficiency from NH DES. Meetings were recently held with the New Hampshire Fish and Game Department and the owners of the Durham Book Exchange. The Committee hopes to meet with representatives of the Newmarket Mills and Bryant Rock shortly.

MS4 Program - Planning staff continues to monitor progress with respect to the MS4 program by attending the Seacoast Stormwater Coalition Meetings. The Coalition has organized a program to assist communities in the region with meeting the minimum NPDES permit requirements to help minimize costs and prevent the duplication of services at the local level for work tasks such as outreach, the bulk purchase of water quality monitoring equipment and shared contracting for laboratory work. Newmarket will be participating in this effort to help prepare the Town for the MS4 program. On January 18, 2017 the US Environmental Protection Agency (EPA) authorized the much-debated and highly anticipated General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for New Hampshire. The effective date of the

permit is July 1, 2018, which gives Newmarket more time than expected for setting up the program and for budget planning. Meanwhile, at the Town Council meeting on May 3, 2017, the Town Council voted unanimously to join the efforts of the NH Stormwater Coalition to appeal the MS4 permit that was issued by EPA and awaits a decision from the courts on the appeal. Town staff attended MS4 stormwater training in Portland, Maine in October. Under the terms of the permit, the Town needs to submit a Notice of Intent (NOI) by October 1, 2018. The NOI provides a summary of best management practices to be employed by the Town under the five (5) year MS4 program to address public education and outreach, public involvement and participation, illicit discharge detection and elimination, construction site stormwater runoff control, post construction stormwater management, and good housekeeping and pollution prevention measures.

Stormwater Management Regulation Update - The Town received a $8,000 grant from the Setting Sail Program, a NOAA Project of Special Merit, to update the Town's stormwater regulations that were originally developed in 2010. The new regulations will reflect state of the art thinking about stormwater and new technologies that have been developed for stormwater management. These new regulations will assist the Town in meeting requirements under the MS4 Program as well as provide the town with more resiliency against coastal hazards, riverine flooding, and sea-level rise. A workshop was held at the Planning Board meeting on February 13, 2018 and further clarifications were requested on the draft ordinance. The Planning Board is expected to send the proposal back to Stormwater subcommittee for further modifications and to solicit input from the development and engineering community. Funding to continue the process is expected from the Strafford Regional Planning Commission from NH Coastal Program funds to resume July 2018.

Other

Zoning Board of Adjustment - At a meeting on April 30, 2018, the Zoning Board of Adjustment (ZBA) approved an application for an equitable waiver as it was discovered after the fact that a single family home was built fourteen feet, six inches from the property line whereas fifteen feet is required.

Community Development - Staff continues to assist the Newmarket Housing Authority with the Community Development Block Grant (CDBG) that the Town has received involving renovations to the Great Hill Terrace.

PLANNING

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
126,215.00	8,381.95	101,132.50	25,082.50	80%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
122,676.00	8,056.63	98,754.64	23,921.36	81%

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:

- Financial Software Implementation has been top priority.
    - Implementation Schedule finalized with "go live" date for Financial Management Applications of October 1, 2018.
    - Revenue software meeting with project manager, tax and permitting departments to review purchased modules was held.
    - First submission of revised chart of accounts is under review by vendor.
    - First submission of fixed assets with category expansion has been provided and now under review.
    - On-line training list of course schedules, and access to Tyler University being setup and soon to be "rolled out" to departments.
    - Attendance in Boston at three-day Tyler Tech software training as well as week long in-house training.
- Employee open enrollment information and new rate information to be provided to all employees is being organized. Attendance at Healthtrust benefit seminar providing for procedural support.
- Trustee of Trust coordination of senior class scholarships.
- Department continues to work on account reconciliations, review and tracking of expenses.

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 18	FY 17	FY17 vs FY18 Increase/ (decrease)	% Increase/ (decrease)	FY 16	FY16 vs FY17 Increase/ (decrease)	% Increase/ (decrease)
July	25	17	8	47.06%	22	(5)	-22.73%
August	16	10	6	60.00%	11	(1)	-9.09%
September	12	8	4	50.00%	12	(4)	-33.33%
October	9	17	(8)	-47.06%	11	6	54.55%
November	12	14	(2)	-14.29%	12	2	16.67%
December	8	6	2	33.33%	8	(2)	-25.00%
January	8	8	-	0.00%	16	(8)	-50.00%
February	6	7	(1)	-14.29%	10	(3)	-30.00%
March	13	6	7	116.67%	10	(4)	-40.00%
April		9			7	2	28.57%
May		12			12	-	0.00%
June		12			17	(5)	-29.41%
Total	109	126	16	12.70%	148	(22)	-14.86%

MRI Report:

MRI identified two areas of improvement for the Finance Office with current updates follows:

1. "Paperless decentralized purchasing and invoice payment should continue to be a goal for the near future."
   Update: Financial Software Implementation has started. Restatement of Chart of Accounts is complete. Implementation phasing schedule for Finance is complete overall project needed.

2. "Consolidation of the Town and School finance/business operations. In the absence of a successful consolidation the outsourcing of the payroll function should be considered."
   Update:
   Consolidation of Director's position is operational.

FINANCE

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
227,750.00	25,760.34	162,620.23	65,129.77	71%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
206,844.00	17,819.62	164,145.97	42,698.03	79%

HR

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,628,692.00	55,689.69	1,223,870.74	404,821.26	75%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,515,143.00	88,711.28	1,190,669.48	324,473.52	79%

Recreation Department

Recreation Fiscal Business Report:

Our current Fiscal 2017/18 in the ***Revolving Account Revenue*** is at a record **$295,840** collected to date. We were ahead of last year's revolving account in revenue by **48,515** which was at **$247,325**.

Revolving Account Expenditures:
To date we have currently expended **78%** of our $279,115 budget, as compared to **75%** spent of last year's budget of $243,433 at this same time. Again, it is estimated that the increase in expenditures this fiscal year as compared to last fiscal year was due to the additional monies spent at the beginning of the fiscal year July 1 due to increased payroll in summer camp as we added more campers, as well as, other field trip added options. Once again we are in the black in regards to profit margin under the Revolving Account. This is primarily due to summer camp enrollment and revenue collection we received when registration opened on March 1st. In fact we will be continue to be collecting revenue for Summer Camp up until the end of June.

General Fund Expenses are HIGHER YTD compared to last fiscal year by **$12,499.82.** Again, the explanation for the difference is that at this time last year the Asst. Recreation Director was the acting interim Recreation Director and we were running one full time Asst Director Position short for several months. That is not the case this year as both positions are actively filled. We do expect to be under budget by the end of the Fiscal Year.

Personnel Report

This month it gives us great pleasure in welcoming Andy Sinwald to the full time Rec Staff team. Andy comes to us with a wealth of knowledge and education as he has holds a Master of Education in Human Movement, Sport, and Leisure Studies and a Bachelor of Science Degree in Education and Human Development in Sport Management with a Minor in Entreprenurship from Bowling Green State University. He recently moved up to the New Hampshire area after spending 3 years as the Recreation Supervisor for the City of Isle of Palms, Isle of Palms, S.C. We have big plans for Andy and hope to utilize his experience and education on behalf of the Newmarket Recreation Department.

Unfortunately, whilst we bring one employee on, we have to say goodbye to our Winter/Spring UNH RMP Intern, Shannon Barton. Shannon did a fabulous job interning with us these past few months and we wish her the very best with her Recreation career as she will be graduating this spring! Congrats to Shannon!

In regards to Seasonal Summer Camp hiring we still have several positions still open which we hope to fill before the end of May. To date, we have hired 28 seasonal employees and are currently in the process of completing all their summer camp/seasonal employment paperwork.

Recreation Community Events

On April 21st, we held the first *Sugar & Spice and Everything Nice* Expo which we co-hosted with the NBA at the Millspace. Overall the event went very well during the day and our Mommy & Me Tea event sold out. Unfortunately, the evening part of the EXPO did not fare so well with attendance. We have since met with the NBA and are already making changes / plans for next year's event and how we can increase foot traffic attendance in 2019.

Many of you may have already received your evite for the upcoming Rec Connect RECognition Awards May Mixer which will be held Thursday, May 24th from 6pm – 8pm at the Millspace. This event is the perfect time to network with other town leaders and find out what's going on in Newmarket. This year the Annual RECognition Awards will be coordinated and winners chosen by the Newmarket Business Association.

Our NEW Hammock to 3K Kayak Training, Education and Safety Program, as well as, our Annual Fishing Derby will both be held in June… more to follow!

Summer Camp Program

Our Camp Wanna Iguana summer camp program will remain a focus in prepping and planning until it is scheduled to begin on July 2nd. Registration for this program is full; however, we opened up a few more spaces to accommodate the access numbers on our waiting list. Last month we reported our concern for adequate parking for parents when they are picking up their children. We have had several brainstorming session on ways to streamline the process. We also will be scheduling a meeting Not having an adequate parking lot to handle drop offs and pick offs for this many children is a major concern, one that we are trying to figure out. However, at the same time we now have over 80 kids on the waitlist, and this number is expected to grow. The parking situation is quite a dilemma – we want to be able to accommodate those parents who need their kids in camp, but at what logistic cost of trying to move cars in and out safely as we only have the Community Center parking lot and Terrace Drive as an in and out access point. We have several ideas to eliminate traffic congestion under discussion now. Stay tuned.

Recreation Programming

In last month's report, it was mentioned that we had plans to try something new during Newmarket's April school vacation. Traditionally during vacation weeks, the Rec will take the 15 PAX bus to a local attraction for the day and charge for staff, gas, time, admission, etc. In order to cover expenses for these bus trips, the prices can run a bit higher than some families are comfortable spending during vacation week and what we want to the offer to the wider community. As an experiment, during this past April vacation, we offered 1 field trip and 3 Rec staycation options: BLITZ Trip, Rec Theater Day, Rec Art Day, and Rec Sport Day! It was a big success that we measured by the higher enrollment numbers (without the limitations of van seats) and that we made about twice the revenue as previous vacation weeks. We saw enrollment numbers increase for the staycations, were able to involve many Rec Staff & UNH members, and tried some new activities that have the potential of turning into full programs. The experiment paid off - Rec staycations are here to stay.

This past month, we have taken additional steps exploring a new and trending program option. With the support of a local parent, we are reaching out to a Portsmouth based company that may be able to partner with the Rec to offer some robotics programs. With growing interest & efforts in teaching robotics at the Newmarket Schools, we are interested and excited to support this through some Rec programming. While we work on budgeting and options with this company, we are hoping to have a trial program before summer and then increase opportunities in the fall. In addition to building a new robotics program, we have met with the lead teachers of the high school robotics team, so that we can collaborate on many levels. More to come on this, but we are excited!

Another successful meeting that we had this past month was with a local musical theater teacher. We discussed upcoming opportunities to offer musical theater classes and have a plan! We are excited to announce that we will have a musical theater camp (couple hours each day) the week before *Camp Wanna Iguana* starts. This is a program that will be strongly marketed in the next month. She will also be offering musical theater workshops throughout *Camp Wanna Iguana* hours during summer. The outdoor stage area at Leo Landroche is underused…but not for long. We believe it is the perfect starting venue for our young, eager performers to sing their hearts out.

Finally, Adult Rec Soccer is here…let's kick some grass!! J This pick-up soccer program has started a few weeks ago. We have had small groups in attendance so far, but have some new ideas to grow the momentum and keep this a fun, simple program. The long term goal is ideally a fall league with team sign-ups. Despite a few weeks of low numbers, we are not giving up on the program but instead, will be adjusting the model. Moving forward, pick-up meets will be free and focused on connecting local players and building this new community group. This summer's World Cup and we are excited to have a program easily accessible to soccer fans who may be inspired get out there and play!

Sunrise Sunset Briefing

The Sunrise Center had a great turn-out for this year's Red Sox Opening Day at Fenway party. We started the morning with several games of Baseball Bingo before having our BBQ lunch. The Fire Dept. generously lent us their gas grill once again this year so we were able to grill our Fenway Franks and Ballpark Sausages outside with the help of our dedicated volunteers. The buffet table was packed with game food favorites from Cracker Jacks to ice-cream sandwiches. Our guests were dressed in their Red Sox colors and ready for game time at 2pm. We enjoyed our traditional first pitch throw and singing 'Sweet Caroline' in the 7th inning with Girl Power from the Rec. They joined our festivities and made special Red Sox buttons for our guests. It was a long game with extra innings but the Red Sox took the win making the day a great success.

Our April Tuesday Talk was also well attended this month as we hosted Lt. Beaudet and Sgt. Jordan from the Newmarket Police Department. They presented some vital information to the seniors on scams and frauds. The group appreciated all the material provided and had stories of their own to share. AARP was also present and offered further information regarding computer & phone scams.

Our day trips this month included the annual spring excursion to Oxford Casino and by request, one more trip to the Bingo Casino at Hampton Beach. We also attended the Marshwood High School production of 'Brigadoon'. These talented high school students always provide an entertaining evening of musical theater. We stopped at the Shipyard Restaurant for a delicious dinner before the show. Once again this year we supported the 180 Blue Restaurants on the campus of UNH in their Culinary Department. Our choice that night was the French cuisine with 4 courses including such options as Coq Au Vin, French Onion Soup and Crème Brulee. The meal ended with rave reviews as they savored every bite.

Our Ukulele group has consistently welcomed 10 strummers over the past few weeks from all over the seacoast area. They're learning many new songs and will provide entertainment at the center in the near future. The Sunrise Singers chorus group meets each Tuesday afternoon for rehearsals as they prepare to play around the local area. Marimba is still offered at the center on Monday evenings and they look forward to playing in Schanda Park again this year. The 3 groups are planning a recital together to be performed at the center during the summer months.

We continue to offer Bone Builders exercise twice a week on Wednesday and Friday mornings. Both of the classes are very popular and usually there is a short waitlist in order to attend. We have two different yoga classes for different abilities. A chair yoga class is available on Wednesday afternoons which offers individual attention to people with physical limitations. The mat class that is offered on Tuesday evenings is appropriate for more able-bodied members practicing yoga poses for balance, strength and flexibility. Our Sunrise Walking Club will resume in May for early morning walks and we're in the planning stages of putting a trail walking group together.

The Wii Bowling League had their Spring Tournament this month. We had twelve bowlers participate in a series of games. This slightly competitive group ranges in age from 59 -95. The 95 year old has been bowling at the center for almost 10 years and continues to be an important contributor to her team! Ten-Cent Bingo is played on Monday mornings and Thursday afternoons. Thursdays are most popular but the Monday morning time slot has increased in attendance since offering the chance to win free game play just for showing up on Monday mornings.

RECREATION

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
203,351.00	13,196.27	162,762.53	40,588.47	80%

FISCAL YEAR 2017

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
200,322.00	12,710.12	150,262.18	50,059.82	75%

RECREATION REVOLVING

FISCAL YEAR 2018

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent

279,115.00	9,622.77	216,789.30	62,325.70	78%

FISCAL YEAR 2016

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
243,433.00	10,599.27	181,537.88	61,895.12	75%

Town Hall
186 Main Street
Newmarket, NH 03857

Tel: (603) 659-3617
Fax: (603) 659-8508

Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: May16, 2018

TITLE: Report of the Town Administrator May 16, 2018

PREPARED BY: Steve Fournier

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

BACKGROUND:

DISCUSSION:

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

Description	Upload Date	Type
Town Administrator Report	5/10/2018	Presentation

STEPHEN R. FOURNIER
TOWN ADMINISTRATOR

FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

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

REPORT OF THE TOWN ADMINISTRATOR
May 16, 2018

Community Rights Based Ordinance: The Alliance for Newmarket Citizens and Ecosystems Rights has submitted to me a draft of their Citizens Rights Ordinance. They intended to request the Town Council to enact the ordinance or they would submit a petitioned warrant article to place it on the ballot. I asked the Town Attorney to review the ordinance and the process before we go too far with the proposal.

The Town Attorney rendered an opinion that the Town cannot enact or enforce a Community Rights-Based Ordinance that is a Freedom from Chemical Trespass ordinance. The State of New Hampshire is not a Home Ruic State, and as such, municipalities may only adopt ordinances that the State permits them to do so. There is not law allowing the Town to adopt or enforce such an ordinance.

Secondly, ANCER is planning to submit a petition warrant article to place the issue on the ballot for March Town Meeting. Newmarket operates under the Council – Administrator form of government with a Budgetary Town Meeting. Only items that raise funds may be petitioned in the traditional format of 25 signatures and then placed on the ballot in March. The Town Council serves as the legislative body for all other issues in the Town.

There is a provision for Initiative Petitions. This would require a resident to submit the signatures of 100 registered voters to have the Town Council act on a matter on which the Council may act. The Council may not act on this issue.

There is also a referendum petition process. This would require a petitioner to produce the signatures of 400 registered voters after the action of the Town Council and the petitioners want something reconsidered. A special election would have to be held to reconsider this item.

I am including the Town Attorney's opinion and the draft ordinance in this report.

Leaking Fuel Tank: We are moving forward immediately with removing the oil from the current tank. It is estimated that it will cost $2,900 to filter the oil in order to reuse it.

We have received one quote from Gafteck for approximately $16,000 and are working on a second quote.

We are working with Wright –Pierce for a change order for the WWTF to install a new boiler in order to reduce its size and require less fuel.

TOWN HALL • 186 MAIN STREET • NEWMARKET • NEW HAMPSHIRE • 03857
TEL: (603) 659-3617 • FAX: (603) 659-8508 • sfournier@newmarketnh.gov
www.newmarketnh.gov

Facilities Report: The Facilities Director has finished the Facilities Report. I am attaching it to this report. I have asked him to make a presentation in June on the report.

FY18 Budget: At the end of April with 83% of the year complete, we have expended 80% of the operating budget and remain under budget at this time. There is nothing out of the ordinary at this time.

ONGOING PROJECTS

*****This section will not be reported on orally to the Town Council at the meeting, but will use this as a chance to update on any developments in ongoing projects.*****

Downtown Parking: No developments.

Bay Road Lot: It was asked why it is closed. DPW will working on it shortly.

Agenda Software: We have seen the first version of our online agenda software and have begun to use it. Department Heads are training and I am using it this week.. We should be going live with the Town Council in June.

Financial Software: We continue to meet to work on implementation.

School Resource Officer: No developments.

Splash Pad & Bath House Grant: No developments

Respectfully Submitted,

Stephen R. Fournier
Town Administrator

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CHARLES F. TUCKER
NICHOLAS R. AESCHLIMAN

Please respond to our Exeter office.

May 3, 2018

Steve Fournier, Town Manager
Town of Newmarket
186 Main Street
Newmarket, NH 03857

Re: Community Rights-Based Ordinance

Dear Steve:

This letter responds to the request that I review and comment on the legal implications of the draft Community Rights-Based Ordinance that is identified as a Freedom from Chemical Trespass Rights-Based Ordinance which has been proposed by some residents for adoption by the Town.

I understand that this so-called Community Rights-Based Ordinance has been drafted by an organization that is from Pennsylvania. New Hampshire is not a home rule state. In some states, Iowa for instance, the state constitution grants to municipalities the authority to govern themselves, so long as they do not undertake to act in a way that is inconsistent with state law. By contrast, the New Hampshire state constitution grants no direct powers to towns or cities. The only constitutional grant of authority that relates to a city or town is set forth in Part I, Article 39, which prohibits the legislature from changing the form of government of a town or city without the approval of the voters in that town or city.

The New Hampshire Supreme Court has made it quite clear that in New Hampshire, municipalities are subdivisions of the State and have only the powers that the New Hampshire legislature has granted to them, and which are necessarily implied or incidental thereto. Girard v. Allenstown, 121 N.H. 268, 270-271 (1980); Piper v. Meredith, 110 N.H. 291 (1970). So while in other states that are, like Iowa, home rules states, there are aspects of this Community Rights-Based Ordinance that could well be permitted under the state constitutions and laws of those home rule states, this draft ordinance under New Hampshire law is unenforceable; it is more in

DONAHUE, TUCKER & CIANDELLA, PLLC
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83 Clinton Street, Concord, NH 03301
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the nature of a political manifesto that could be the source of discussion at a town meeting. It cannot, however, have the force of law because the ordinance is unsupported by a delegation of authority from the legislature that would support the town regulating such matters.

The doctrine of preemption also limits municipal authority in areas where municipalities do have the authority to act. If a New Hampshire municipality adopts ordinances or regulations that conflict with New Hampshire state law or federal law, because New Hampshire municipalities are subdivisions of the State of New Hampshire and are subject to state and federal law, when either the state or federal government regulates an area comprehensively (e.g. federal law regulating nuclear energy or the FCC regulating telecommunications), state and federal law will prevail over municipal laws or regulations that conflict with the laws of these "superior" governmental authorities and are thus "preempted", such that the municipal regulations have no legal effect.

If we examine Section I, (b-d) of the Community Rights-Based Ordinance, these provisions set forth certain "rights" that relate to environmental considerations. These provisions have no definitions or standards for measuring or otherwise evaluating what a "chemical trespass" is, what level of toxicity constitutes a "toxic waste", what the measuring standard is for "waste that poses a present or potential hazard to human health or ecosystems", what a "natural community" is, or what "ceiling preemption" is. New Hampshire regulates air, water, sewer emissions and pollution comprehensively under state statutes and related administrative regulations. While under some circumstances there exists parallel authority for a New Hampshire municipality to regulate more restrictively than the state concerning the usage of the municipality's own sewer system and the protection of its groundwater, the lack of specificity and definitions in this Community Rights-Based Ordinance renders this ordinance unconstitutionally void for vagueness. It is a long-standing constitutional principle that to survive challenge, an ordinance must provide the kind of notice that would enable ordinary people to understand what conduct is prohibited. This ordinance does not do that. It speaks in grand, sweeping terms about activities that ordinarily are regulated by precise, scientific, measurable standards. Absent such standards that would put people on notice of precisely what is prohibited, the ordinance is standard-less and will not survive a void for vagueness challenge. Further, this ordinance is preempted by all of those areas where the federal and state environmental laws regulate comprehensively—notably, air pollution and air emissions, water quality, hazardous waste disposal and sewage treatment.

Section 1, (e) is unenforceable, insofar as there is no New Hampshire statute that authorizes municipalities to alter the principles of legal standing to sue, tort liability and corporation liability, which are legal principles established by the New Hampshire legislature and New Hampshire law.

Section 2 (a) is unenforceable, as the legislature has not authorized New Hampshire municipalities to impose fines for $1,000 per day for the violation of a so-called Community Right-Based Ordinance or for the ill-defined topics set forth in such an ordinance.

Section 2 (b) is unenforceable, as the New Hampshire legislature has not authorized municipalities to impose liability upon persons who damage "an ecosystem or natural community". Further, such terms are not defined in the ordinance.

It is my opinion that the entirety of this Community Rights-Based Ordinance is unenforceable as drafted and can be given no legal effect if the Town Council was to adopt it or if it was otherwise advanced for adoption under the Town Charter by registered voters. It is a political manifesto that evidences complete unfamiliarity with the long-standing home rule principles of New Hampshire law as applied to municipalities. Newmarket residents should not be left to believe that such an ordinance can be given any legal effect.

Should you have further questions, please do not hesitate to contact me.

Very truly yours,

DONAHUE, TUCKER & CIANDELLA, PLLC

John J. Ratigan
jratigan@dtclawyers.com

JJR:nes

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FREEDOM FROM CHEMICAL TRESPASS RIGHTS-BASED ORDINANCE

ESTABLISHING A COMMUNITY RIGHTS-BASED ORDINANCE FOR NEWMARKET, NH, WHICH PROHIBITS ACTIVITIES AND PROJECTS THAT WOULD VIOLATE THE ORDINANCE

Preamble

We hold these truths to be self-evident, that all people are created equal, that they naturally are endowed with certain unalienable rights, that among these are life, liberty, and the pursuit of happiness. That to secure these rights, the people institute governments, which derive their just powers from the consent of the governed.

Further, that whenever any form of government becomes destructive of these ends, it is the right of the people to alter or abolish it, and to institute new government, laying its foundation on such principles and organizing its powers in such form, as to them shall seem most likely to effect their safety and happiness.

This right of self-government, as stated in the Declaration of Independence, is natural, fundamental, and unalienable. It is also secured to us by the United States Constitution and the Constitution of the State of New Hampshire.

Pursuant to that right of self-government, if our current system of local government infringes our rights, we, the people of Newmarket, have the right to alter or replace that system with one that secures and protects our rights, as long as that new system does not infringe other rights guaranteed to us by state or federal law.

It is our legislative determination that chemical trespass resulting from the following corporate activities including but not limited to physical deposition or disturbance of petroleum refining wastes, coal combustion wastes, sewage sludge, heavy metals, chemical residue from manufacturing processes, mining residuals, radioactive wastes, or any other waste that poses a present or potential hazard to human health or ecosystems is detrimental to our rights, health, safety, and welfare, for the following reasons: Newmarket is a bordering community to the Great Bay and its tributaries comprise a unique and sensitive estuarine ecosystem within the Great Bay Watershed upon which hundreds of thousands of people and countless species depend for health, drinking water and survival.

As we are purportedly constrained by state and federal law, which courts interpret to dictate that we must accept that harmful corporate activity, we the people of Newmarket are unable to secure our rights by banning the following corporate activities including but not limited to chemical trespass resulting from the physical deposition or disturbance of petroleum refining wastes, coal combustion wastes, sewage sludge, heavy metals, chemical residue from manufacturing processes, mining residuals, radioactive wastes, or any other waste that poses a present or potential hazard to human health or ecosystems.

Therefore, we deem it necessary to alter our system of local government, and we do so by adopting this Freedom from Chemical Trespass Rights-based Ordinance.

Section 1 – Statements of Law

(a) Right of Self-Government. All residents of Newmarket possess a right of self-government, which includes, but is not limited to, the following rights: first, the right to a system of local government founded on the consent of the people of the municipality; second, the right to a system of local government that secures their rights; and third, the right to alter any system of local government that lacks consent or fails to secure and protect the people's rights, health, safety, and happiness. Any action to annul, amend, alter, or overturn this Ordinance shall be prohibited unless such action is approved by a prior Town vote at which a majority of the residents of the Town voting, approve such action.

(b) Right to a Healthy Climate. All residents of Newmarket possess a right to a climate system capable of sustaining human societies, which shall include the right to be free from all corporate activities that infringe that right, including chemical trespass resulting from the physical deposition or disturbance of toxic wastes, which, for purposes of this ordinance, includes petroleum refining wastes, coal combustion wastes, sewage sludge, heavy metals, chemical residue from manufacturing processes, mining residuals, radioactive wastes, or any other waste that poses a present or potential hazard to human health or ecosystems.

(c) Right to Clean Air, Water, and Soil. All residents of Newmarket possess the right to clean air, water, and soil, which shall include the right to be free from all corporate activities that release toxic contaminants into the air, water, and soil, including chemical trespass resulting from the physical deposition or disturbance of toxic wastes.

(d) Rights of Ecosystems and Natural Communities. Ecosystems and natural communities within Newmarket possess the right to naturally exist, flourish, regenerate, evolve, and be restored, which shall include the right to be free from all corporate activities that threaten these rights, including chemical trespass resulting from the physical deposition or disturbance of toxic wastes.

(e) Right to Protection from Governmental and Corporate Interference. All residents of Newmarket and the Town of Newmarket possess the right to enforce this Ordinance free of interference from corporations, other business entities, and governments. That right shall include the right of residents to be free from ceiling preemption, because this Ordinance expands rights-protections for people and nature above those provided by less-protective state, federal, or international law.

Section 2 – Enforcement

(a) Any business entity or government that willfully violates any provision of this Ordinance shall be subject to a civil penalty in an amount of $1,000 per day of violation or the maximum allowable penalty by state statute, whichever is higher.

(b) Any business entity or government that willfully violates any provision of this Ordinance also shall be liable for any damages to an ecosystem or natural community caused by the violation. Damages shall be measured by the cost of restoring the ecosystem or natural community to its state before the injury, and shall be paid to the Town of Newmarket to be used exclusively for the full and complete restoration of the ecosystem or natural community.

(c) Ecosystems and natural communities within Newmarket may enforce or defend this Ordinance through an action brought in the name of the ecosystem or natural community as the real party in interest.

(d) Any resident of Newmarket may enforce or defend this Ordinance through an action brought in the resident's name. Any resident, and any ecosystem or natural community, also shall have the right to intervene in any action concerning this Ordinance in order to enforce or defend it, and in such an action, the Town of Newmarket shall not be deemed to adequately represent their particularized interests.

Section 3 – State and Federal Constitutional Changes

Through the adoption of this Ordinance, the people of Newmarket call for amendment of the New Hampshire Constitution and the federal Constitution to expressly recognize a right of local self-government free from governmental restriction, ceiling preemption, or nullification by corporate "rights."

ENACTED AND ORDAINED this _____ day of _____, 20_____, by the Town of Newmarket, in Rockingham County, New Hampshire.

By:

Signature _____ Print _____

Signature _____ Print _____

Signature _____ Print _____

Signature _____ Print _____

Signature _____ Print _____

Signature _____ Print _____

Signature _____ Print _____

Attest: _____

CELDF ENVIRONMENTAL LEGAL DEFENSE FUND COMMUNITY

Plain English Version of the Newmarket Freedom from Chemical Trespass Rights-Based Ordinance

Preamble – The intent and justification of the Ordinance.

- All people are created equal, are naturally endowed with certain inalienable rights, among which are life, liberty, and the pursuit of happiness. In order to secure these rights, people institute governments, which derive their just powers from the consent of the governed.
- Whenever any form of government becomes destructive of these ends, it is the right of the people to alter or abolish it, and institute a new government, laying its foundation on such principles and organizing its powers in such form, as to them shall seem most likely to effect their safety and happiness.
- This right of self-government, as stated in the Declaration of Independence and secured by the U.S. Constitution and the Constitution of the State of New Hampshire is natural, fundamental, and inalienable.
- Pursuant to that right of self-government, if our current system of local government infringes our rights, the people have the right to alter or replace that system with one that secures and protects rights, as long as that system does not infringe other rights guaranteed to us by state or federal law.
- It is the legislative determination of the townspeople that chemical trespass and toxic wastes that pose a hazard to human health or ecosystems is detrimental to our rights, health, safety, and welfare, for reasons determined by the residents of the community.
- As we are purportedly constrained by state and federal law, which courts interpret to dictate that we must accept that harmful corporate activity, we the townspeople are unable to secure our rights by banning chemical trespass; therefore, we deem it necessary to alter our system of local government, and we do so by adopting this *Freedom from Chemical Trespass Rights-based Ordinance.*

Section 1. Statements of Ordinance – A local, Community Bill of Rights.

a) *Right to Local Self-Government* – All residents possess a right of self-government, which includes, but is not limited to, the following rights: first, the right to a system of local government founded on the consent of the people of the municipality; second, the right to a system of local government that secures their rights; and third, the right to alter any system of local government that lacks consent or fails to secure and protect the people's rights, health, safety, and happiness. Actions taken to annul, amend, alter, or overturn this Ordinance are required to be approved by a prior Town vote in which a majority of the residents of the Town approve the action.

b) *Right to a Healthy Climate* – All residents possess a right to a climate system capable of sustaining human societies, which includes the right to be free from all corporate activities that infringe that right, including chemical trespass and toxic wastes that pose a hazard to human health or ecosystems.
c) *Right to Clean Air, Water, and Soil* – All residents possess the right to clean air, water, and soil, which includes the right to be free from all corporate activities that release toxic contaminates into the air, water, and soil, including from chemical trespass and toxic wastes.
d) *Rights of Ecosystems and Natural Communities* – Ecosystems and natural communities within the municipality possess the right to be free from chemical trespass and toxic wastes, including the right to be free from corporate activities that threaten these rights.
e) *Right to Protection from Governmental and Corporate Interference* – All residents and the municipality possess the right to enforce this Ordinance free of interference from corporations, other business entities, and governments. That right includes the right of residents to be free from ceiling preemption, because this Ordinance expands rights-protections for people and nature above those provided by less-protective state, federal, or international law.

Section 2. Enforcement

a) Corporations or governmental entities that willfully violate any provision of the Ordinance are required to pay the maximum civil penalty allowed by state law, or $1,000/day of the violation, whichever is greater.
b) Corporations or governmental entities that willfully violate the Ordinance are required to pay damages to restore the ecosystem or natural community to its original health.
c) The municipality, or any resident, may enforce or defend the Ordinance.
d) Any resident, and any ecosystem or natural community, also has the right to intervene any action concerning the Ordinance in order to enforce or defend it.

Section 3. State and Federal Constitutional Changes – Residents call for changes to the New Hampshire and federal Constitutions that further secure and protect the right of local community self-government so we, the people can be secure in our protection for the places where we live.

The Ordinance is signed and dated by the town selectmen, or town councilors, or city councilors.

Questions? Email michelle@celdf.org
Or call Michelle Sanborn 603-524-2468
Community Environmental Legal Defense Fund, www.celdf.org

Information for educational purposes only, not intended as legal advice.

Newmarket Facility Report

May 2018

Compiled by: Greg Marles
Director of Facilities

Town Administrator: Stephen Fournier
Town Administrator

Newmarket Facilities and Grounds Department

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Town of Newmarket
Facilities and Grounds Department
186 Main Street
Newmarket, New Hampshire
1-603-659-3617 Ext 1325
Gmarles@newmarketnh.gov

Facility Study Process and Executive Summary

We conducted a facility study on thirteen (13) town-owned facilities and offered observation on the Newmarket Public Library. The Water and Sewer Department locations were not reviewed as a part of this project as well as the Macallen Dam, cemeteries, and athletic fields. The Macallen dam is a part of a larger study currently underway and the field and parks will be surveyed at a later date.

The Town Facilities included in this study were Town Hall, Police Station, Fire Station, Tiger/tub House, Public Works, Round House, Community Center, Sunrise Center, Senior Center, Band Stand/Memorial Pavilion, Stone Museum, and Community Center gazebo. We collected data from several different sources with regards to age, general condition, mechanical survey, roofing survey, and reported issues. Plans were not available for all facilities but where available they were reviewed for construction practices.

As part of this study a walkthrough of all facilities were conducted, condition data was compiled, code review where applicable, Life Safety, and ADA were noted during this process. The current condition of systems, envelope, life cycle review and recommended upgrades or replacement schedules were created. A cost analysis was created based on a 1 through 8 year period as well as an over 10 year period for items that have a longer life cycle. The surveys had repeated site visits, consultation with vendors and suppliers of goods/services, and photographs were added to this report as informational references.

The assessment report for each building is broken down into two sections; Capital Improvement Projects costs for each location and operational and preventative maintenance. The threshold for the delineation of these costs are based on one time Capital expenditures over a period of 10 years, regular operational needs, and the dollar cost for improvements. We used any one time expenditures greater than $5, 000.00 as a target for Capital Improvements, under $5,000.00 for operational improvements, and ongoing regular operational. We did not study space needs, additions, or new construction projects as a part of this study.

The survey and report is intended to provide the Town Council and Town Administration with short and long term planning needs for existing facilities as well as creating a long term Capital expenditure plan. It is recommended that this document becomes a "living" type document with annual adjustments regarding project completion, life cycle, and additional projects or operations going forward.

We have surveyed all of the properties listed above, created a ten (10) plus year capital investment plan, an annual preventive maintenance plan, and an operations plan. We have not included grounds maintenance and improvements to our surveys at this point with a plan to look at these needs going forward. We also have not included operational utility costs, custodial costs, custodial supplies or staffing analysis. The report contain spreadsheets for each facility surveyed along with projected annual costs. This report along with the full energy audit will help to provide with short and long range planning to improve and protect our facilities in Newmarket.

Deferred Maintenance impacts:

Town of Newmarket
Facilities and Grounds Department
186 Main Street
Newmarket, New Hampshire
1-603-659-3617 Ext 1325
Gmarles@newmarketnh.gov

Overall general observations of our facilities show although we have a few newer facilities all are in need of improvements and capital investment to protect the asset for years to come. The majority of the facilities show signs of deferred maintenance which is causing inefficiencies for operations, energy, and asset protection. Many of the heating/cooling plants in building such as the Town Hall, the Sunrise Sunset Center, Police Station, and Beech Street Center all are showing their age and are in need of replacement. We have noted that several building with brick, block, or stone are in need of repointing and repairs to prevent continued degradation of these areas. As water enter the exposed cracks and gaps and freezes it starts to move materials out of the joints and some case loosen the brick, block, or stone out of place weakening the structural support. Deferred maintenance of these areas impacts life cycle of the structure over a period of time creating much higher costs with major capital projects.

Regular and on-going preventive measures should be taken on a scheduled intervals to prevent continue joint failnres. Given the economics over the past several years it is not unusual to see deferred maintenance to help stabilize or limit the impact to property taxes for many Municipalities. Unfortunately deferred maintenance does take its toll on facilities and can create a large funding gaps over a period of time. Capital Investment can be based on 1 ½ to 2 ½ percent of asset value per year to keep up with general capital needs and to keep with asset maintenance protection levels.

Deferred Maintenance Backlog Deterioration/Plant (Facilities) Deterioration Rate Facilities and equipment are in a constant state of degradation. While identified deficiencies/requirements are being corrected, other deficiencies/requirements are continuously being created over time. The rate of deterioration may be expressed as a percentage of current replacement value per year. While degradation rates vary as a function of multiple variables such as building type, current conditions, geographic location, etc., a benchmark deterioration rate for a reasonably well maintained facility is approximately 2.5% per annum. Varying annual capital reinvestments into the physical plant and equipment may alter the degradation rate. The facility condition index (FCI) can be used as comparative metric to help monitor degradation rates.

Reference: Asset Lifecycle Model for Total Cost of Ownership Management: June 2002

EPA Refrigerant Phase-out impact:

Several of our facilities with cooling systems operate utilizing R-22 refrigerant which is being phased out and currently illegal to manufacture equipment and refrigerant after January 2020. Currently R-22 refrigerant pricing structure has increased considerably with phasing out as required by the Environmental Protection Agency (EPA). The cost for this refrigerant will greatly impact servicing of our old equipment with pricing for a 30 pound container as of the date of this report selling wholesale between $500.00 and $600.00 with a retail cost about $25.00 to $26.00 per pound. As the EPA continues to increase phasing out fees the pricing will continue to rise in some cases 2 to 3 times a year. These increases to fee structures are designed to require the end user to replace equipment as servicing will become very cost prohibited and will cost the Town of Newmarket to replacement equipment on an accelerated schedule. The accelerated schedule is not reflected on the cost analysis as it depends on operating condition of each piece of equipment. Facilities such as Town Hall will be impacted sooner than Public Works and Fire Station.

General grounds and Playgrounds:

Town of Newmarket
Facilities and Grounds Department
186 Main Street
Newmarket, New Hampshire
1-603-659-3617 Ext 1325
Gmarles@newmarketnh.gov

We have conducted a general overview of our grounds especially looking at several of our athletic facilities. The Public Works crews have done an excellent job keeping these facilities usable, but play surfaces, water control methods, and ancillary fixture/structures/surfacing are in need of major overhauls. Our playground facilities do not meet the US Consumers Report Guidelines for playground servicing, fall protection, and maintenance. We have several areas without proper fall protection, required setbacks to other structures, annual reporting, and repairs which can affect safe use of these facilities.

Custodial Services and staffiug:

As a part of our facility review process we looked at custodial needs and general conditions. Based on this general review it is felt that the Building and Grounds crew have done a commendable job given the lack of correct levels of custodial staffing. The impact to these staffing short falls create an impact the overall condition of our facilities and shorten life cycle in many areas. Carpet, paint, and resilient flooring shows the impact first, thus requiring replacement at an accelerated pace compared to life cycle averages. We noted that the Public Works facility does not have a custodian and several other facilities share a part time custodian. Staff in several facilities have stepped up with helping out to keep the facilities clean, but true dedicated staffing is limited. The International Sanitary Supply Association (ISSA) provides guidelines for staffing coverage based on square footage areas of cleaning per hour and location. In our type of facilities a custodian should be able to cleaning 3000 to 3500 square feet per hour on average; this is general cleaning and does not include any special requirements, access or event set-up. In doing rough numbers of cleaning area (not bnilding areas) we would need approximately 2.2 full time dedicated custodians to meet the cleaning need of our facilities. We are need to work on standardizing clean chemicals and shifting to "green cleaning" products as well as standardizing our consumables (paper/plastic) goods. We have as the date of this report solicited submissions from custodial supply vendors with the hope of standardizing not only the Town facilities but utilizing the same products at the Schools.

Conclusiou:

The Town facilities are showing the effects of prolonged deferred maintenance, lack of full custodial services, and lack of capital infrastructure funding. Increasing general maintenance to our facilities will show rapid improvement to the look and feel couple this with additional custodial services the impact would very noticeable. The capital investment to our facilities will protect our assets for many years, it allows for our assets to maximize life expectancy, and will help to diminish the unexpected capital funds outlays. Our facilities are in need of infusion of capital so prolonging investments in our facilities will create a higher financial impact going forward. In general, our facilities are functional and operationally good, but are in need of increased maintenance and capital investment to protect our asset over the long run.

General Property Descriptiou:

Town Hall **186 Main Street**

Town of Newmarket
Facilities and Grounds Department
186 Main Street
Newmarket, New Hampshire
1-603-659-3617 Ext 1325
Gmarles@newmarketnh.gov

- The Town Hall is a brick and stone construction with interior wood framing, wooden roof truss system and flat EDPM roof. The building consists 2 above ground floors, one partial below ground floor and a small below ground basement area housing the heating plants. The building was original a private school owned by the Catholic Diocese constructed in the early 1900s.

Police Station 70 Exeter Road

- The Police station is a wood framed structure with interior framing and wood truss system with a pitched shingled roof. The building consist of 2 above ground floors with HVAC being serviced from the second floor, one garage area (Sally Port), and small detached storage building. The building was constructed in 1994 as the Police station.

Fire Station Young's Lane

- The fire station is connected directly to the Public Works facility as an addition and is of newer construction then the rest of the building. The fire station consists of fire equipment bays, lower level office spaces, and a second story storage/possible fire staff lodging area/weight room. The building is constructed of steel framing, steel exterior, interior walls metal framed, and insulated vinyl wall in the garage. The roofing consist of slight tapered flat EPDM roof. The fire station was a part of a renovation and addition to the existing Public Works Facility.

Public Works Young's Lane

- The Public Works building is connected to the Fire Station and is metal framed construction with steel exterior panels, interior metal framed walls and finished in sheetrock in the office areas. The roofing system consist ofEPDM and pitched fastened metal roofing. The building has equipment bays, offices and storage areas.

Tiger/Tub House 176 Main Street

- The Tiger house is a historic registered fire house which currently houses historical horse draw firefighting equipment from the past. It is a wood framed building with wood exterior, plaster interior, two stories, and two garage bays. The building is not actively used consisting of storage of the firefighting artifacts from the early late 1800s and early 1900s.

Round House 1 Terrace Drive: Leo Landroche Field

- The round house is located at Leo Landroche field and was constructed to provide restroom, concessions, and storage for the athletic fields. It is current being used for storage and non-public restroom access. The building is wood framed with wood exterior and wood interior partitions that are covered by gypsum wall board.

Community Center 1 Terrace Drive

- The Community Center is wood framed, with wood interior partitions, gypsum wall board and a pitched shingled roof. The building was constructed in 1994 with a single story with a penthouse mechanical room housing the facilities HVAC equipment. On the property are 2

storage garages, storage container, basketball court, and skate park. T The garage are used for equipment storage for the Community Center programming and Public Works equipment storage.

- The Community Center has a large playground and gazebo attached to the Leo Landroche field area and is used for Community Center activities as well as public can use the space. The gazebo is about 1200 square feet in an octagon design with a steel frame and wood siding. The floor is current dirt with a current Request for Proposals in place to pour a concrete slab.

Sunrise Sunset Center: 7 Terrace Drive

- The Sunrise Sunset Center is wood framed, with wood interior partitions, gypsum wall board, and a pitched shingled roof. The building was renovated from its prior use as an ambulance facility, current houses a large open room, smaller open room, commercial kitchen facilities, and general storage/mechanical room.

Stone Museum: Granite Street

- The Stone Museum houses the Newmarket Historical Society with active exhibits on the first and second floors. The building is constructed of stone and wood framing with a shingled pitched roof and restroom facilities.

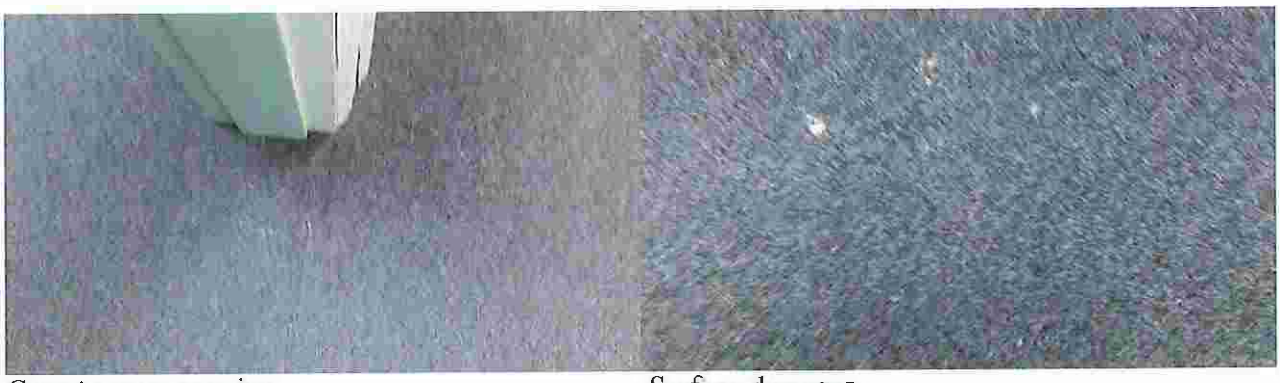
Memorial Pavilion: South Main

- The Memorial Pavilion is a brick and concrete structure with wood roof framing and a flat EPDM roof. The site is improved with electrical service, irrigation system and gated crawl space.

Newmarket Public Library:

- We did not conduct a full survey of the library as a part of this report, but we did however visit the facility several times with the following observations. The slate roofing system has several leaks as well as daylight being visible at the stairwell going to the former performance space. The boiler plant was replaced within the past two years but is was noted that a few violation should be addressed. The lower level was being used for book sales with no secondary means of egress. The use of the space for has been changed to storage only as of the date of this report. The main entrance and surround front area is not easily acceptable for people with mobility needs. The interior plaster and finishes are in need of repairs and refinishing. The lighting systems and building envelope should be addressed for efficiency purposes. We have met with the Library Trustee and will be looking deeper into their facility in the future for maintenance, capital investments and exterior upgrades.

Newmarket Town Hall



Carpet seams opening

Surface damages

Town Hall Carpeting

Past Life Cycle

Average life cycle period 7 to 8 years

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186 Main Street
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Town Hall Stairway

Rise/run heights, railing heights requirements

Town Hall parking lot repairs & Crack filling and seal coating

Town Hall Stone work condition

Additional stone work

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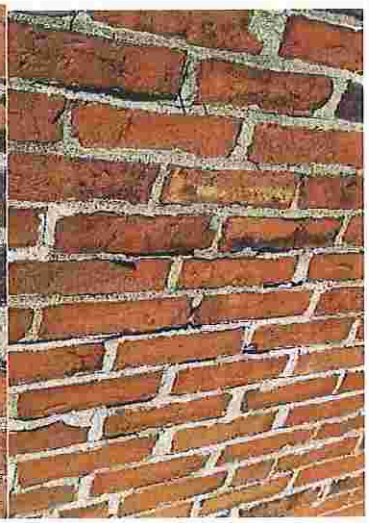
Mortar failure

Mortar failure

Mortar failure

Mortar Failure



Mortar Failure

Repointing using caulking trapping water

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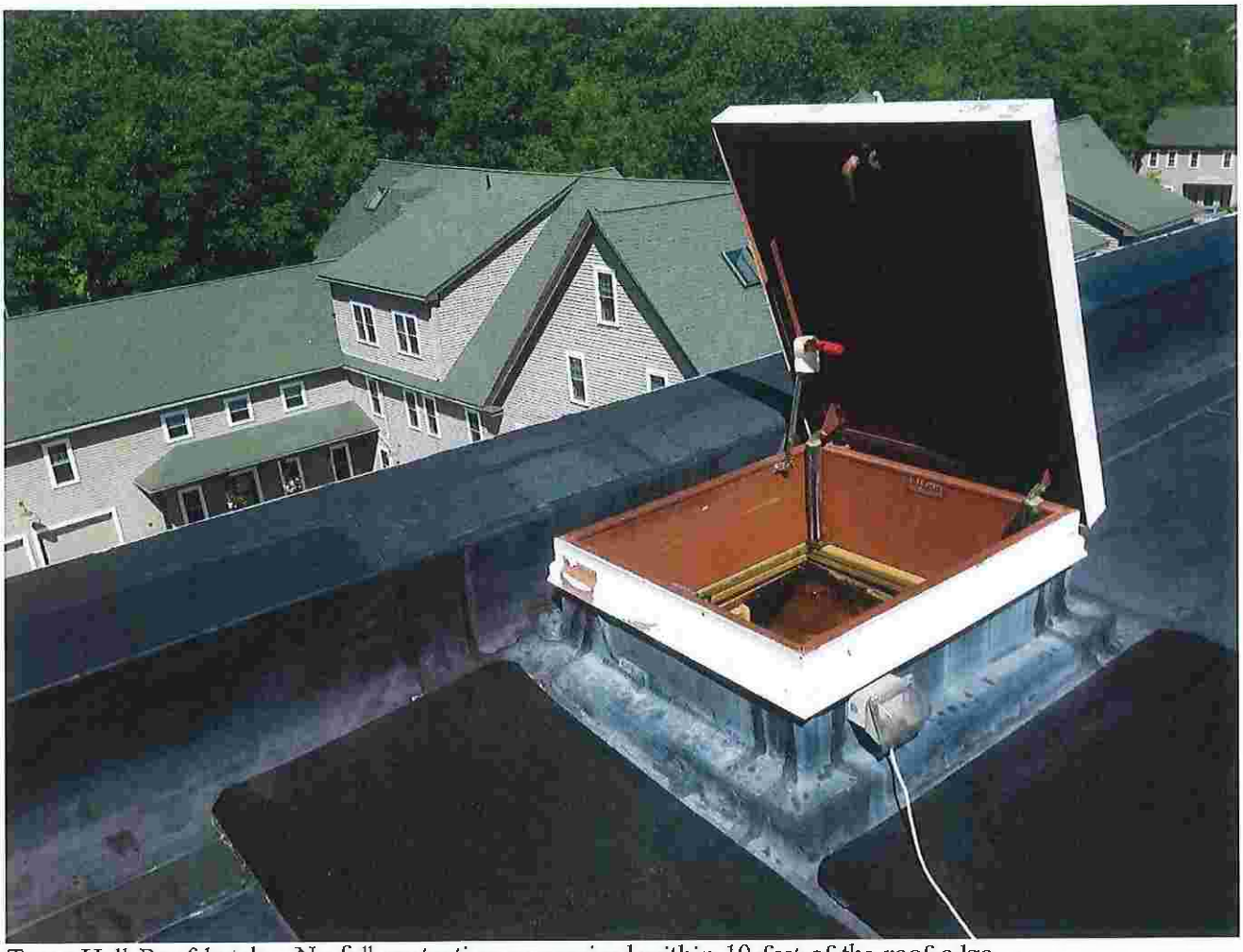

Town Hall Roof hatch No fall protection as required within 10 feet of the roof edge

Tin façade back side roof view

Tin Façade

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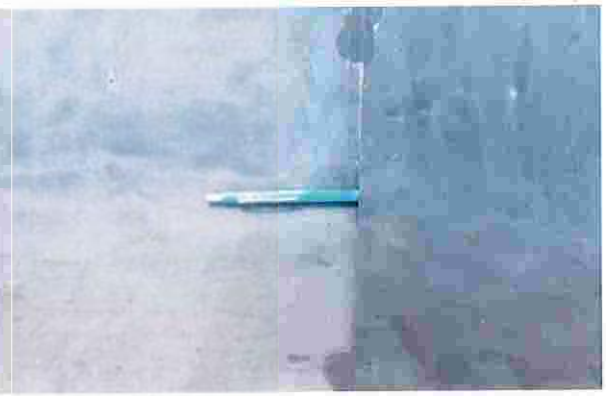
Rusting and deteriorating condition

heavy rusting

Façade deteriorating condition

Transition bar failure



Seam failure

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Seams opening

Additional gapping

Outside Condensing units (25 plus years)

Electrical Riser (note holes)

Basement sump pump

Main distribution panel (basement)

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Old abandoned in place boiler in basement

Old boiler plant

Current boiler plants in basement (1990)

Underground oil tank circa 1985

Old plumbing fixture lower level men's room

Newmarket Town Center Memorial Pavilion

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Memorial Pavilion EPDM roofing

Tiger Engine House (Tub House)

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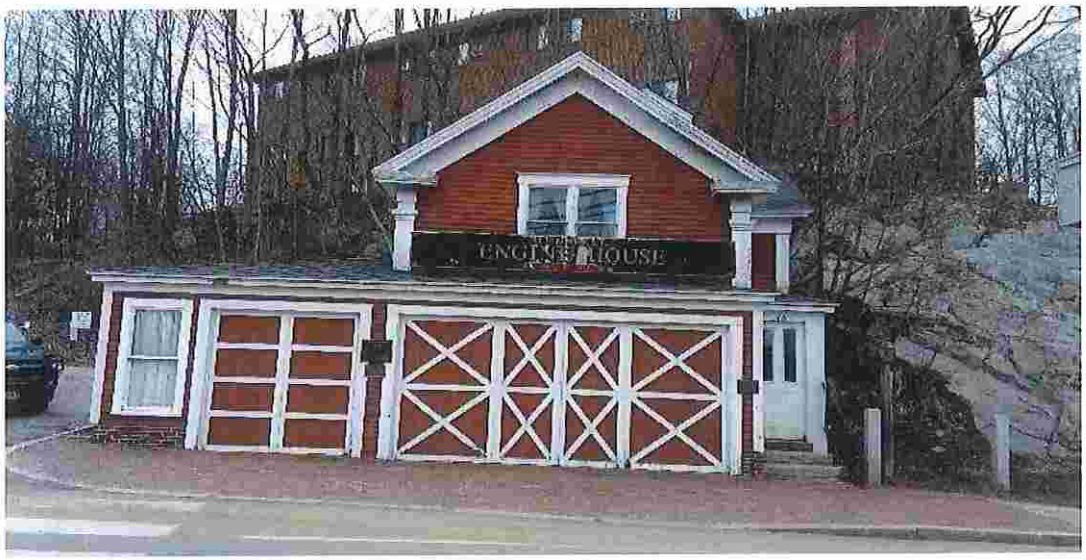

Trim rot at garage doors

Entry door rusting and not period correct

Window sill and sash rot

Window rot, glazing failure, sill rot

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Propane tank for point of use heating system

Roof general condition

Newmarket Police Department

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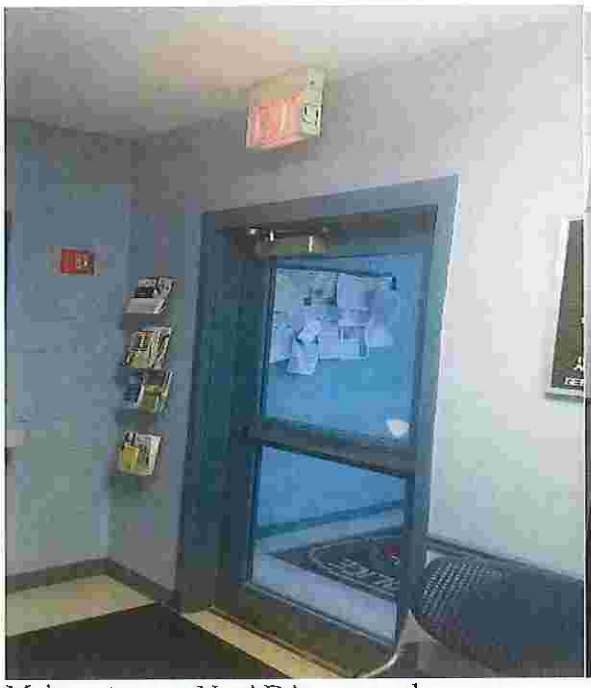
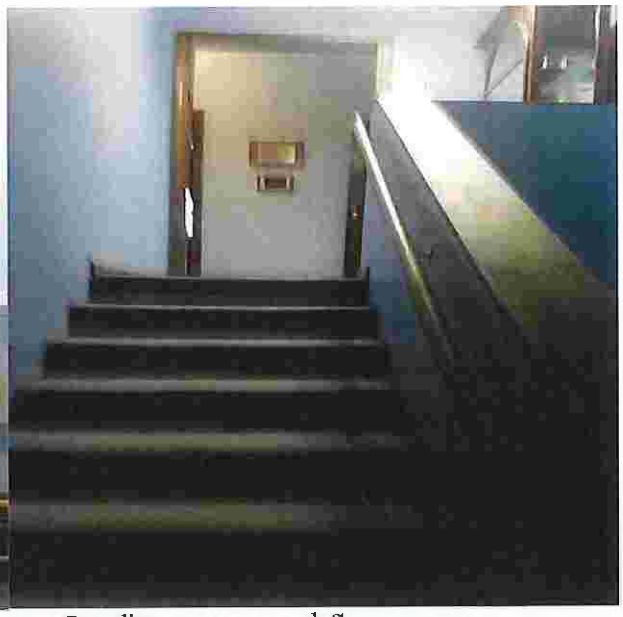


Main entrance: No ADA powered opener

Main office entrance

Second floor access (only means of egress)



Landing area second floor access

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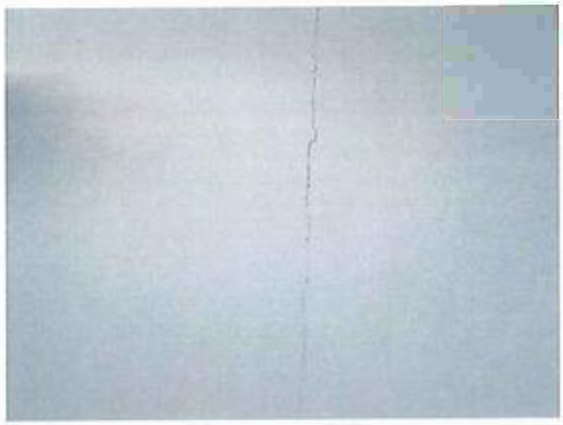

Settlement cracking second floor access

Heating plant (1) Life cycle issues

Condensing units (one unit new) (R-22 phase-out)

Cooling system operating on obsolete refrigeraant

Heating plant (2)

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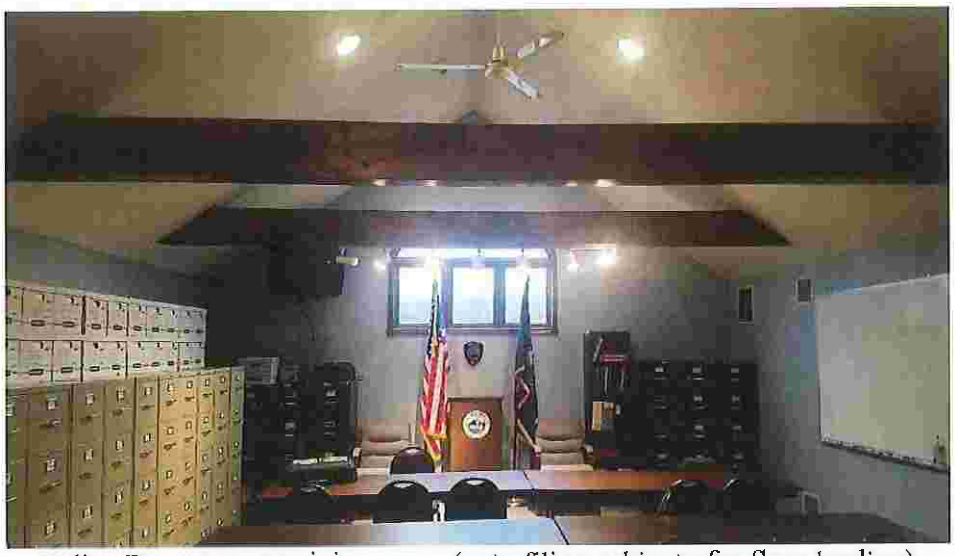

Police Department training room (note filing cabinets for floor loading)

Parking lot drainage issues

General exterior is in good shape

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Stone Museum

Main entrance (non-ADA accessible)

Back entrance (Non-ADA accessible)

Stone work with standard mortar

Stone work low lime mortar

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Replacement window

Second floor secondary egress

Propane tanks under fire egress (OSHA/NFPA Issues)

Newmarket Public Works Department

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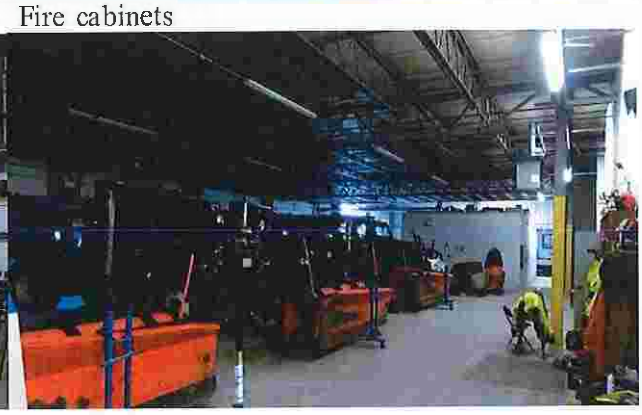
Public Works Garage

Fire cabinets



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Newmarket Public Works garage facilities (roof replacement needed in this area)

Trough Drain Preventative Maintenance

Foundation cracking

Conference room

Hallway (VCT Condition)

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Public Works and Fire station roofing (roofing in the forefront is in very bad condition)
Roof top heating and cooling systems for the offices and fire department located on back roofing area

Public Works garage bays

Unit heater garage bay (Typ 8) (unit replaced 2018)

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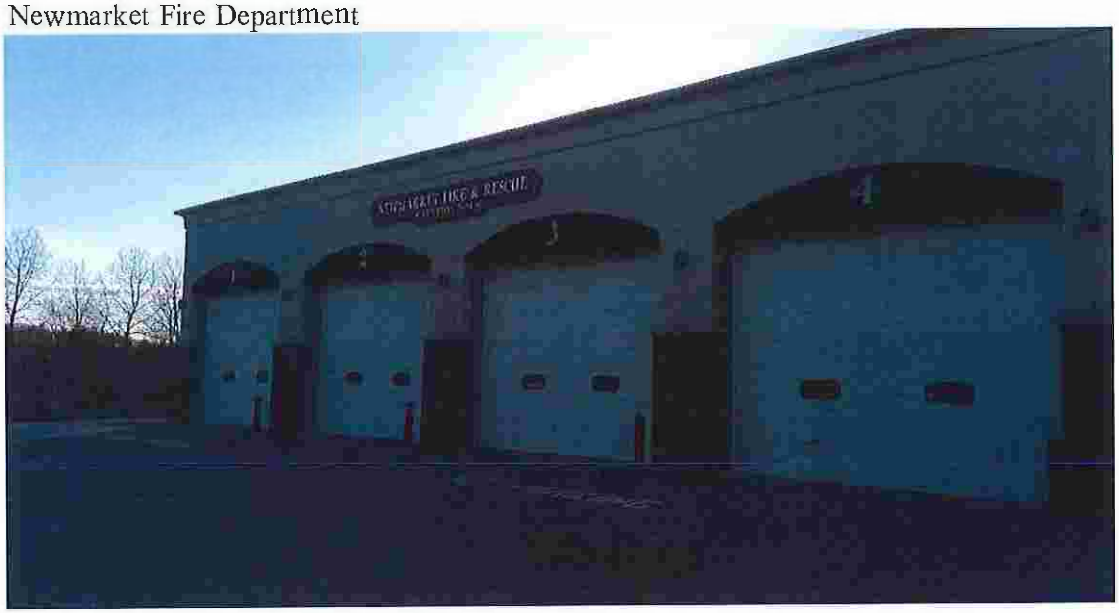
Electrical distribution center

Domestic water heater

Main Reception area for Public Works Department

Newmarket Fire Department



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Fire Department equipment bay

Fire Department Equipment bay

Newmarket Fire Department Equipment bays

Laundry facilities

Interior hallway Fire Station

FD/PWD Elevator (FD Side)

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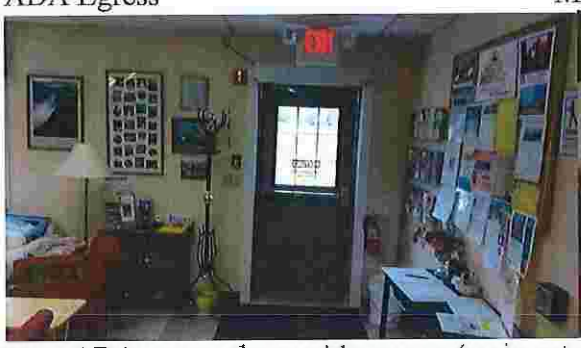
Sunrise Sunset Center

ADA Egress

Main ingress



New ADA access door with opener (main entry)

New egress and ingress

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Commerical Kitchen area

Ceiling supporting system issues

Wall damage

older condensing unit

Newer Ductless split condensing unit

Slab separating and tile cracking

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Radiant Boiler and piping (excellent condition)

Boiler plant

Gas Fire water heater and older Bard warm air furnace

Community Center Gazebo

Proposed concrete floor to allow for expanded use

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Roundhouse at Leo Landroche Memorial Field

Roof structure condition poor

General exterior condition

Entry doors

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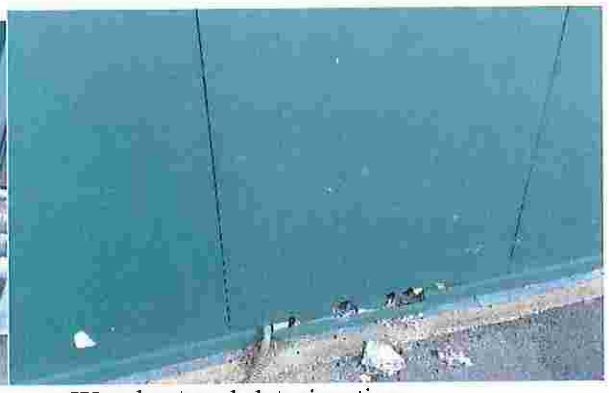
Exterior deterioration

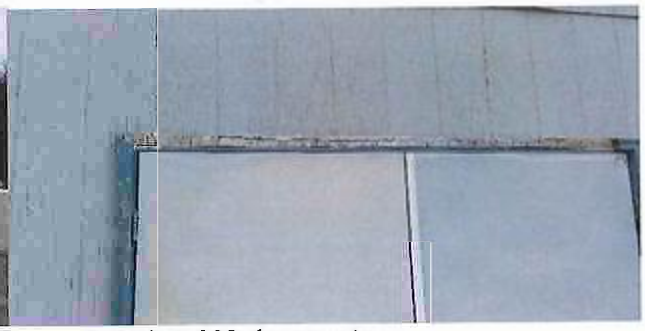


Wood rot and deterioration

Newmarket Community Center

Storage facilities at the Community Center

Painting and wood rot repairs needed



Missing 908 door casing

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T1-11 Plywood rot

Electrical service and general building condition

T1-11 wood rot

Trim wood rot

Door alignment and hinge failure

High bay lighting (To be replaced)

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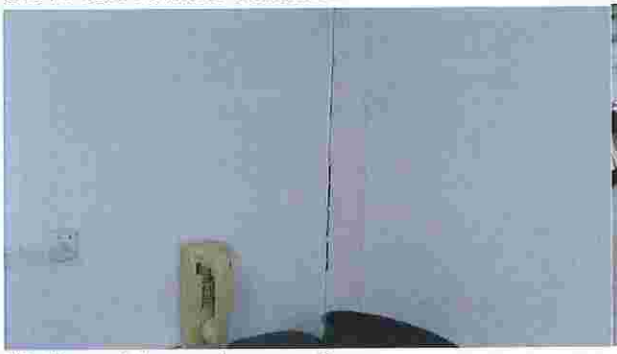
Community Center kitchen

Exhaust hood never installed

Stove and counter condition



Sink and counter condition

Wall cracking and separating

second stove and counter condition

Door gapping and frame rusting

Electrical MDP (excellent condition)

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Existing heating plants to be replaced

25 years old systems

Door and hinge failure

Storage issues

Building Exterior overall in good condition

Skateboard park

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Skateboard equipment pulling apart

Failed seams

Basketball court (could use resurfacing)

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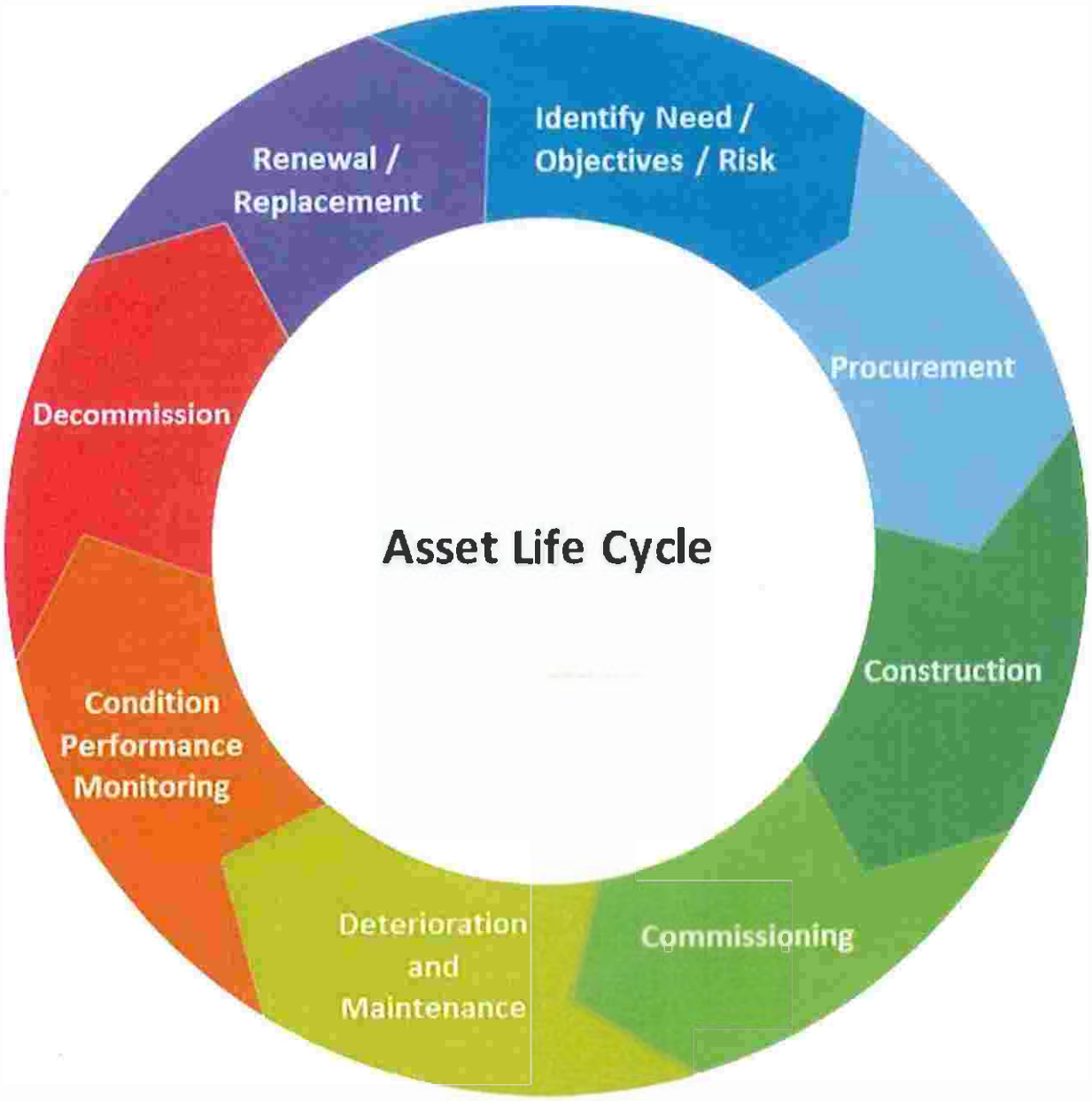

References:

Asset Lifecycle Model for Total Cost of Ownership Management — June 2002

International Facility Management Association
- Greg Marles member in good standing

Guidelines for Life Cycle Cost Analysis (LCCA) — October 2005

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Stanford University

The Total Cost of Ownership — February 2013

US Builders Association

Life Cycling Chart protecting life years HVAC — ASHREA 62 1998

American Society of Heating, Refrigeration, and Air Conditioning Engineers

- Greg Marles member in good standing

Phasing out HCFC Refrigerants to Protect The Ozone Layer — Handout

Environmental Protection Agency (EPA-430-F-09-080)

- Greg Marles Universal CFR 608 & 609 Certified

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Town Hall

Apr-18

			FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	10 plus years	
		Priority	1st	2nd	3rd	4th	5th	6th	7th	8th	over 10 years	
Building	**Project**											
Town Hall	Roof recertification or replacement	1	$ 15,000.00								$ 61,200.00	
Town Hall	Roof safety access (DOL violation)	1		$ 5,980.00								
Town Hall	Chimney repointing and repairs	2		$ 10,200.00						$10,200.00		
Town Hall	Building repointing and cleaning			$ 23,400.00				$21,700.00			$ 31,600.00	
Town Hall	Boiler replacement	ESCO	$ 212,000.00									
Town Hall	Controls system installation	ESCO	$ 38,500.00									
Town Hall	HVAC replacement (R-22 refrigerant issue)	ESCO	$ 92,300.00									
Town Hall	Basement dewatering/ slab	2		$ 6,450.00								
Town Hall	Window replacement	4						$33,500.00			$ 34,500.00	
Town Hall	Carpet replacement	3		$ 6,800.00						$ 8,500.00		
Town Hall	Camera system addition	4			$ 5,650.00				$ 6,250.00			
Town Hall	Facade reconstruction	1	$ 38,600.00									
Town Hall	Interior painting	4		$ 5,800.00			$ 6,100.00				$ 7,200.00	
Town Hall	Exterior painting	3			$ 6,875.00					$ 7,280.00		
Town Hall	Interior LED light upgrades	ESCO	$ 44,600.00									
Town Hall	Underground fuel tank	ESCO	$ 15,400.00									
Town Hall	Fire detection system	3			$14,560.00							
Town Hall	Fire protection system	5									$350,000.00	
Town Hall	Stairwell compliance	4				$ 11,300.00						
Town Hall	Electrical Service upgrades	4					$26,400.00					
Town Hall	Cable mining	4	$ 2,500.00	$ 2,500.00	$ 2,500.00							
Town Hall	Knob and Tube removal	1	$ 14,700.00									
Town Hall	Lower parking lot stairway	4								$11,600.00		
Town Hall	ground floor bathroom upgrades	4						$10,350.00				
Town Hall	1st Floor bathroom upgrades	4							$ 8,650.00			
Town Hall	2nd Floor bathroom upgrades	4								$ 5,200.00		
Town Hall	2nd floor kitchen upgrades(School)	School	$ -									
Town Hall	Building envelope improvements	ESCO	$ 35,000.00									
Town Hall	ground floor kitchen upgrades	5								$ 8,500.00		
Town Hall	Fencing replacement	5									$ 4,100.00	
Town Hall	Roof drain rework (remove from waste water lines)	3				$ 28,600.00						
Town Hall	Elevator improvements	4							$18,300.00			
Town Hall	Exterior door replacement program	3			$ 5,600.00			$ 5,800.00			$ 6,200.00	
Town Hall	Generator and transfer switch	2				$ 98,500.00						
Town Hall	Door replacement program	4								$ 7,200.00	$ 4,300.00	
Town Hall	Ductwork cleaning	3				$ 9,100.00				$ 9,800.00		
			$ 508,600.00	$ 61,130.00	$35,185.00	$147,500.00	$32,500.00	$71,350.00	$33,200.00	$68,280.00	$499,100.00	$ 1,456,845.00

Preventative Maintenance		PM	Service	
Fire detection	annual inspection and service	$ 1,200.00	$ 1,250.00	
Elevator service	annual inspection and service	$ 1,500.00	$ 1,200.00	
Security alarm	annual inspection and service	$ 350.00	$ 450.00	
HVAC Preventative	annual inspection and service	$ 6,700.00	$ 1,850.00	
Roofing Preventive	annual inspection and service	$ 985.00	$ 900.00	
Access/Camera system	annual inspection and service	$ 1,126.00	$ 1,200.00	
		$11,861.00	$ 6,850.00	$ 18,711.00

Operational annually		PM	Service	
Door/locks	service repairs	$ 350.00	$ 325.00	
Electrical	service repairs	$ 850.00	$ 1,500.00	
Plumbing	service repairs	$ 250.00	$ 1,800.00	
Mat program	Contracted		$ 1,800.00	
General repairs	in-house and contract services not detailed		$ 3,200.00	
		$ 1,450.00	$ 8,625.00	$ 10,075.00

Basic maintenance needs annually $ 28,786.00

Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Police Station

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/21 3rd	FY21/22 4th	FY22/23 5th	FY23/24 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
Police Station	Roof replacement	5									$ 39,600.00	
Police Station	Second secondary egress (no sprinkler system,ADA)	1										
Police Station	Interior door (special scope)	2		$ 1,250.00								
Police Station	Interior door	4					$ 3,500.00				$ 4,200.00	
Police Station	Exterior door replacement	4									$ 5,500.00	
Police Station	Exterior door ADA openers	1	$ 3,890.00									
Police Station	Access system installation	1	$ 12,600.00									
Police Station	HVAC replacement (R-22 refirgerant issue)	2		$ 18,300.00			$19,800.00				$ 21,300.00	
Police Station	Parking lot resurfacing	3						$38,600.00				
Police Station	Retain wall repairs	2		$ 2,800.00								
Police Station	Energy Management control system	2		$ 27,500.00								
Police Station	Parking lot stormwater measures	RFP	$ 31,000.00									
Police Station	Generator replacement	5									$ 67,000.00	
Police Station	Security locker (Sally Port)	3			$1,850.00							
Police Station	Interior painting	3			$2,300.00			$ 2,500.00			$ 3,200.00	
Police Station	Exterior painting	4							$1,800.00			
Police Station	Interior LED light upgrades	2										
Police Station	Storage building replacement	5									$ 3,500.00	
Police Station	Fire detection system	5									$ 22,500.00	
Police Station	Carpet replacement program	3				$ 4,500.00			$5,500.00		$ 7,200.00	
Police Station	Dispatch center renovations	4								$25,000.00		
Police Station	Restroom upgrades	4								$16,500.00		
Police Station	Kitchenette upgrades	3				$ 6,500.00						
Police Station	Landscaping upgrades	2			$5,200.00							
Police Station	Ductwork cleaning	3					$ 6,200.00				$ 7,200.00	
			$47,490.00	$ 49,850.00	$9,350.00	$11,000.00	$29,500.00	$41,100.00	$7,300.00	$41,500.00	$181,200.00	$418,290.00

Preventative Maintenance		PM	Service	
Fire detection	annual inspection and service	$ 650.00	$ 550.00	
Generator Service	annual inspection and service	$ 450.00	$ 1,200.00	
HVAC Preventative	annual inspection and service	$2,470.00	$ 1,325.00	
Garage Doors	annual inspection and service	$ 225.00	$ 250.00	
Roofing Preventive	annual inspection and service	$ 825.00	$ 1,000.00	
Access system	annual inspection and service	$ 710.00	$ 500.00	
		$5,330.00	$ 4,825.00	$10,155.00

Operational annually		PM	Service	
Door/locks	service repairs	$ 250.00	$ 350.00	
Electrical	service repairs	$ 200.00	$ 550.00	
Plumbing	service repairs	$ -	$ 450.00	
General repairs	in-house and contract services not detailed		$ 1,800.00	
		$ 450.00	$ 3,150.00	$ 3,600.00

Basic maintenance needs annually $13,755.00

Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Rood Condition Report

Apr-18

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Location	type	age*	replacement	Recertification	condition	2018/2019 service needs	notes	replacement cost	Service repairs cost
Town Hall	EDPM	18	2028	2018	fair	stripping, curbs, ice protection	needs recertification	$ 71,300.00	$ 14,500.00
Community Center	shingle	24	2028	n/a	good	replace missing shingles plus	n/a	$ 46,300.00	$ 3,980.00
Police Station	shingle	24	2028	n/a	excellent	replace missing shingles plus		$ 39,600.00	$ 1,450.00
Public Works	EPDM	14	2034	2029	excellent	Just PM	Offices	$ 120,000.00	$ 975.00
Fire Station	EPDM	14	2034	2029	excellent	Just PM	Garag and office area	$ 117,000.00	$ 975.00
Public Works	Metal screwed	36	2018	n/a	very poor	Past usefully life	Garage	$ 172,000.00	not repairable **
CC Gazebo	shingle	8	2040	n/a	excellent	Just PM		$ 14,750.00	$ 375.00
Round House	shingle	25+	2018	n/a	poor	needs replacement	past life cycle	$ 12,325.00	not repairable
Tiger House	shingle	15+	2032	n/a	good	Need repairs to replace shingles	repairs for life cycle	$ 27,900.00	$ 3,600.00
Stone Museum	shingle	10	2038	n/a	excellent	Just PM		$ 47,800.00	$ 955.00
Sunrise/Sunset	shingle	10	2038	n/a	good	shingles, flashing to siding	ice dam, winter damage	$ 18,700.00	$ 1,165.00
Beach Street	Shingle	15	2035	n/a	good	replace missing shingles plus	few loose shingles	$ 16,950.00	$ 1,680.00
Riverside Cemetery	Shingle	15	2033	n/a	good	replace missing shingles plus	few loose shingles	$ 32,670.00	$ 687.00
Memorial Pavilion	EDPM	10	2038	2030	good	Few lifting seams		$ 8,500.00	$ 850.00
								$ 745,795.00	$ 31,192.00

** New standing seam metal roof by building manufacturer $172,000

** EDPM roof over standing seem and new building insulation $116,000

** We recommend hiring an outside 3rd party to review and assess the roof system.

Note:

* Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Community Center and Recreation Department

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/21 3rd	FY21/22 4th	FY22/23 5th	FY23/24 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
Community Center	Roof Replacement	5								$ 46,300.00		
Community Center	Gazebo roof replacement	5								$ 14,750.00		
Community Center	Gazebo slab	RFP	$ 10,995.00									
Community Center	Playground ADA access walkway	2		$ 35,000.00								
Community Center	Siding repairs	3			$ 1,800.00							
Community Center	Boiler replacement	Approved										
Community Center	Controls system installation	Approved										
Community Center	HVAC replacement	Approved										
Community Center	Kitchen renovation	3			$22,300.00							
Community Center	Flooring replacement	4				$ 5,500.00				$ 6,200.00		
Community Center	Storage building #1 paint and rot repairs	2		$ 5,250.00					$ 5,800.00			
Community Center	Storage building #2 paint and rot repairs	2		$ 4,870.00					$ 5,130.00			
Community Center	Skate board park	1	$ 6,850.00							$ 7,100.00		
Community Center	Interior painting	2		$ 5,740.00			$ 5,100.00			$ 5,600.00		
Community Center	Exterior painting	3				$ 7,900.00						
Community Center	Interior LED light upgrades	Approved										
Community Center	Basketball courts	4						$11,200.00				
Community Center	Fire detection system	3										
Community Center	Fire protection system	5										
Community Center	Playground (swings)	1	$ 28,000.00									
Community Center	Playground (climbing)	2			$ 4,200.00							
Community Center	Playground fall protection	1	$ 3,890.00									
Community Center	Splash pad	Grant		$396,000.00								
Community Center	Bathroom upgrades	4					$ 9,150.00					
Community Center	Field bollards (parking lot) Replacement	3			$ 7,200.00						$ 8,200.00	
Community Center	Parking lot repairs	2	$ 1,800.00		$ 4,700.00			$ 6,200.00			$11,400.00	
Community Center	Interior door replacement (failing)	2		$ 1,200.00		$ 1,200.00		$ 1,200.00			$ -	
Community Center	Bleacher replace (code compliance)	3				$10,000.00						
Community Center	Building envelope improvements	Approved										
Community Center	Access control expansion	4					$ 5,100.00					
Community Center	Camera system expansion	4							$ 6,700.00			
Community Center	Main lobby renovations	4								$ 15,600.00		
Community Center	Exterior door replacement program	4						$ 5,800.00			$ 6,200.00	
Community Center	Generator/transfer switch	5								$ 94,500.00		
Community Center	Ductwork cleaning	4					$ 7,800.00				$ 8,100.00	
Community Center			$ 51,535.00	$448,060.00	$40,200.00	$24,600.00	$27,150.00	$24,400.00	$17,630.00	$190,050.00	$33,900.00	$ 857,525.00

		PM	Service	
Preventative Maintenance Annually	annual inspection and service	$ 750.00	$ 1,250.00	
Fire detection	N/A	$ -	$ -	
Elevator service	annual inspection and service	$ 350.00	$ 450.00	
Security alarm	annual inspection and service	$2,595.00	$ 500.00	
HVAC Preventative	annual inspection and service	$ 950.00	$ 1,500.00	
Roofing Preventive	annual inspection and service	$1,125.00	$ 400.00	
Access/Camera system		$5,770.00	$ 4,100.00	$ 9,870.00
		PM	Service	
Operational annually	service repairs	$ 250.00	$ 350.00	
Door/locks	service repairs	$ 300.00	$ 500.00	
Electrical	service repairs	$ 250.00	$ 500.00	
Plumbing	in-house and contract services not detailed		$ 2,000.00	
General repairs		$ 800.00	$ 3,350.00	$ 4,150.00
			$ 14,020.00	

Basic maintenance needs annually
Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:
Certain roofing materials are based on an estimated age
Projections do not include any hidden rot or damages
Splash Pad if approved would be partly offset by a grant reducing the overall impact to the project cost

Fire Station & Public Works Department

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/21 3rd	FY21/22 4th	FY22/23 5th	FY23/24 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
FD/PWD	Roof recertification (fire and office)	4						$ 21,600.00				
FD/PWD	Roof replacement (PWD Garage)	1	$ 172,000.00									
FD/PWD	Roof insulation in PWD garage (wet and damaged)	1	$ 38,900.00									
FD/PWD	Elevator access changes	3				$ 6,500.00						
FD/PWD	CO system detection and upgrades	4							$ 11,300.00		$ 31,600.00	
FD/PWD	Garage door replacement	4						$ 13,400.00		$ 14,100.00	$ 16,500.00	
FD/PWD	Energy Management system	2		$ 38,900.00								
FD/PWD	Garage door heating interlock system	1	$ 9,760.00									
FD/PWD	Building Envelope improvements	3			$ 17,800.00				$ 19,500.00		$ 21,300.00	
FD/PWD	Unit heater replacement (PWD Garage)	3				$ 9,970.00		$ 10,200.00		$ 10,400.00	$ 29,000.00	
FD/PWD	Roof top package unit replacement (R-22 refrig issue)	5									$ 92,750.00	
FD/PWD	Camera system addition	2		$ 18,900.00							$ 14,500.00	
FD/PWD	Access control	2		$ 16,200.00							$ 17,500.00	
FD/PWD	Interior painting	3			$ 5,800.00				$ 6,100.00		$ 7,200.00	
FD/PWD	Exterior painting	3				$ 6,875.00					$ 7,280.00	
FD/PWD	Interior LED light upgrades	2			$ 32,500.00						$ 36,500.00	
FD/PWD	Exterior door replacement program	4							$ 2,800.00		$ 3,250.00	
FD/PWD	Fire detection system	4								$ 21,600.00		
FD/PWD	Fire protection system	5									$ 14,700.00	
FD/PWD	Bathroom upgrades	5								$ 18,900.00		
FD/PWD	Flooring replacement	3					$ 5,600.00				$ 6,800.00	
FD/PWD	Fire Department bunkhouse area	3				$ 275,000.00						
FD/PWD	Foundation crack repairs	1	$ 8,750.00							$ 11,600.00		
FD/PWD	Inner steel work painting	4								$ 37,500.00		
FD/PWD	Radiant boiler replacement	5									$ 15,300.00	
FD/PWD	Domestic water heater replacement	4							$ 2,280.00			
FD/PWD	Duct cleaning	3					$ 14,600.00				$ 15,600.00	
			$ 229,410.00	$ 74,000.00	$ 56,100.00	$ 298,345.00	$ 20,200.00	$ 45,200.00	$ 41,980.00	$ 114,100.00	$ 335,780.00	$ 1,215,115.00

Preventative Maintenance		PM	Service	
Fire detection	annual inspection and service	$ 1,850.00	$ 900.00	
Elevator service	annual inspection and service	$ 1,625.00	$ 1,200.00	
HVAC Preventative	annual inspection and service	$ 6,570.00	$ 2,500.00	
Trough drain Prevent	annula inspectaion and service	$ 723.00	$ 400.00	
Roofing Preventive	annual inspection and service	$ 2,430.00	$ 2,900.00	
Access/Camera system	annual inspection and service	$ -	$ -	Not Installed
Overhead door	annual inspection	$ 2,210.00	$ 1,250.00	
		$ 15,408.00	$ 9,150.00	$ 24,558.00

Operational annually		PM	Service	
Door/locks	service repairs	$ 350.00	$ 350.00	
Electrical	service repairs	$ 850.00	$ 1,250.00	
Plumbing	service repairs	$ 250.00	$ 1,250.00	
Mat program	Contracted		$ 1,800.00	
General repairs	in-house and contract services not detailed		$ 4,600.00	
Overhead door service	Contracted		$ 1,050.00	
		$ 1,450.00	$ 10,300.00	$ 11,750.00

Basic maintenance needs annually

Figures do not include Utilities, custodial supplies, and grounds maintenance $ 36,308.00

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Riverside Storage Facility

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/21 3rd	FY21/22 4th	FY22/23 5th	FY23/2 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
Riverside	Roof recertification or replacement	1				$5,800.00					$32,670.00	
Riverside	Exterior siding repairs/trim	1	$ 2,600.00						$3,800.00		$ 4,500.00	
Riverside	Garage door replacement	5									$ 9,200.00	
Riverside	Lighting	2		$ 1,500.00							$ 3,200.00	
			$ 2,600.00	$ 1,500.00		$5,800.00		$-	$3,800.00		$49,570.00	**$ 63,270.00**

Preventative Maintenance		PM	Service	
Fire detection	annual inspection and service	$ -	$ -	
Elevator servic	annual inspection and service	$ -	$ -	
Security alarm	annual inspection and service	$ -	$ -	
HVAC Preventa	annual inspection and service	$ -	$ -	
Roofing Prever	annual inspection and service	$425.00	$ 400.00	
Access/Camera	annual inspection and service	$ -	$ -	
		$425.00	$ 400.00	**$ 825.00**

Operational annually		PM	Service	
Door/locks	service repairs	$225.00	$ 250.00	
Electrical	service repairs	$100.00	$ 350.00	
Plumbing	service repairs	$ -	$ -	
General repair	in-house and contract services not detailed		$ 500.00	
		$325.00	$ 1,100.00	**$ 1,425.00**

Basic maintenance needs annually **$ 2,250.00**

Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Memorial Pavilion

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/21 3rd	FY21/22 4th	FY22/23 5th	FY23/24 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
Memorial	Exterior painting	3			$4,500.00					$5,200.00		
Memorial	Brick cleaning	1		$ 1,800.00			$ 1,800.00				$ 2,000.00	
Memorial	Brick repointing	2	$ 2,500.00				$ 2,800.00				$ 3,200.00	
Memorial	Concrete supports	2		$ 2,800.00								
Memorial	Lighting	4								$2,500.00		
Memorial	Gate repair	1	$ 1,250.00								$ 1,500.00	
Memorial	Roofing	3							$8,500.00			
			$ 3,750.00	$ 4,600.00	$4,500.00		$ 4,600.00			$7,700.00	$ 6,700.00	$ 31,850.00

Preventative Maintenance		PM	Service	
Irrigation system	annual inspection and service	$250.00	$ 125.00	
lighting	annual inspection and service	$ -	$ 125.00	
Security alarm	annual inspection and service	$ -	$ -	
Roofing Preventive	annual inspection and service	$650.00	$ 850.00	
		$900.00	$ 1,100.00	$ 2,000.00

Operational annually		PM	Service	
General repairs	in-house and contract services not detailed		$ 500.00	
		$ -	$ 500.00	$ 500.00

Basic maintenance needs annually $ 2,500.00

Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Tiger House/Tub House

Apr-18

			FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	10 plus years	
		Priority	1st	2nd	3rd	4th	5th	6th	7th	8th	over 10 years	
Building	Project											
Tiger House	Roof recertification or replacement	5									$ 26,500.00	
Tiger House	Window replacement	2 plus		$ 1,250.00		$1,250.00		$1,250.00				
Tiger House	Interior plaster repairs 1st floor	2			$5,600.00						$ 5,600.00	
Tiger House	Interior plaster repairs 2nd floor	1		$ 7,800.00						$ 8,200.00		
Tiger House	Exterior painting, trim repair, siding repairs	1	$18,800.00							$19,200.00		
Tiger House	Electrical Service upgrades	1		$10,600.00								
Tiger House	Chimney/brick repointing	4					$4,500.00					
Tiger House	Signage replacement	1	$ 3,800.00									
			$22,600.00	$19,650.00	$5,600.00	$1,250.00	$4,500.00	$1,250.00		$27,400.00	$ 32,100.00	$ 114,350.00

Preventative Maintenance		PM	Service	
Roofing Preventive	annual inspection and service	$625.00	$ 800.00	
		$625.00	$ 800.00	$ 1,425.00

Operational annually		PM	Service	
Door/locks	service repairs	$ -	$ 100.00	
Electrical	service repairs	$ -	$ 250.00	
Plumbing	service repairs	$ -	$ -	
General repairs	in-house and contract services not detailed		$ 500.00	
		$ -	$ 850.00	$ 850.00

Basic maintenance needs annually $ 2,275.00

Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Stone Museum

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/21 3rd	FY21/22 4th	FY22/23 5th	FY23/24 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
Stone Museum	Roof recertification or replacement	1									$ 61,200.00	
Stone Museum	Interior ADA access to second floor (structural)	2		$ 49,375.00								
Stone Museum	ADA accessible restroom	2			$ 13,200.00					$ 10,200.00		
Stone Museum	Exterior ADA access ramping	2			$ 3,800.00			$ 21,700.00			$ 31,600.00	
Stone Museum	Heating plant replacement											
Stone Museum	Exterior stone work (high lime mortar)	3				$ 35,600.00				$ 28,900.00		
Stone Museum	Hook and shutter installation	4						$ 17,800.00				
Stone Museum	Interior door repairs (historic)	3					$ 4,600.00				$ 5,800.00	
Stone Museum	Window replacement (historic)	4									$ 34,500.00	
Stone Museum	Brick repointing	3		$ 4,310.00						$ 3,450.00		
Stone Museum	Electrical systems	4			$ 5,650.00				$ 6,250.00			
Stone Museum	fascia and soffit repairs	1	$ 38,600.00									
Stone Museum	Interior painting	4		$ 5,800.00			$ 6,100.00				$ 7,200.00	
Stone Museum	Exterior painting	3			$ 6,875.00					$ 7,280.00		
			$ 38,600.00	$ 59,485.00	$ 29,525.00	$ 35,600.00	$ 10,700.00	$ 39,500.00	$ 6,250.00	$ 49,830.00	$ 140,300.00	$ 409,790.00

Preventative Maintenance		PM	Service	
Fire detection	annual inspection and service	$ 650.00	$ 550.00	
Chair lift	annual inspection and service (oOnce installed)	$ 275.00	$ 350.00	
HVAC Preventative	annual inspection and service	$ 475.00	$ 500.00	
Roofing Preventive	annual inspection and service	$ 650.00	$ 300.00	
		$ 2,050.00	$ 1,700.00	$ 3,750.00

Operational annually		PM	Service	
Electrical	service repairs	$ 150.00	$ 300.00	
Plumbing	service repairs	$ -	$ 300.00	
General repairs	in-house and contract services not detailed		$ 500.00	
		$ 150.00	$ 1,100.00	$ 1,250.00

Basic maintenance needs annually $ 5,000.00

Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Heating plant and basement area were not surveyed

Sunrise Sunset Center

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/21 3rd	FY21/22 4th	FY22/23 5th	FY23/24 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
Sunrise	Roof Replacement	5									$ 18,700.00	
Sunrise	retaining wall repairs	3			$ 5,200.00						$ 31,600.00	
Sunrise	Furnace replacement (Bard)	2		$11,200.00								
Sunrise	Controls system installation	4							$16,800.00			
Sunrise	Condensing unit replacement (Bard)	2		$ 3,500.00								
Sunrise	Boiler replacement	5									$ 9,750.00	
Sunrise	Window replacement	4									$ 15,000.00	
Sunrise	Kitchen floor crack (concrete) repairs and replacement	2		$44,360.00								
Sunrise	Camera/access system addition	3			$13,950.00							
Sunrise	Interior painting	2	$ 3,600.00				$3,700.00			$ 3,800.00		
Sunrise	Exterior painting	3			$ 2,500.00					$ 2,800.00		
Sunrise	Interior LED light upgrades	2	$ 6,800.00									
Sunrise	Fire detection system	5									$ 17,500.00	
Sunrise	Building envelope improvements	3		$ 1,200.00			$1,500.00			$ 1,800.00		
Sunrise	Kitchen Upgrades	5									$ 35,000.00	
Sunrise	Exterior door replacement	5								$ 2,500.00		
Sunrise	Ductwork cleaning	4						$3,500.00			$ 4,200.00	
			$10,400.00	$60,260.00	$21,650.00		$5,200.00	$3,500.00	$16,800.00	$10,900.00	$131,750.00	$ 260,460.00

Preventative Maintenance		PM	Service	
Fire detection	annual inspection and service	$ 850.00	$ 500.00	
HVAC Preventa	annual inspection and service	$ 780.00	$ 600.00	
Roofing Preven	annual inspection and service	$ 925.00	$ 550.00	
		$2,555.00	$ 1,650.00	$ 4,205.00

Operational annually		PM	Service	
Door/locks	service repairs	$ 100.00	$ 250.00	
Electrical	service repairs	$ 200.00	$ 500.00	
Plumbing	service repairs	$ -	$ 400.00	
General repair	in-house and contract services not detailed		$ 950.00	
		$ 300.00	$ 2,100.00	$ 2,400.00

Basic maintenance needs annually $ 6,605.00

Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Round House

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/2 3rd	FY21/22 4th	FY22/2 5th	FY23/2 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
Round house	Roof Replacement	1	$12,325.00								$14,900.00	
Round house	Exterior painting and repairs	1	$ 7,800.00			$4,600.00				$4,800.00		
Round house	Restroom renovations	4							$16,300.00			
Round house	Exterior door replacement (convert to garage doors)	2		$ 6,450.00								
			$20,125.00	$ 6,450.00	$-	$4,600.00	$-	$-	$16,300.00	$4,800.00	$14,900.00	$ 67,175.00

Preventative Maintenance		PM	Service	
Roofing Preventive	annual inspection and service	$ 475.00	$ 350.00	
			$ 350.00	$ 350.00

Operational annually		PM	Service	
Door/locks	service repairs	$ 100.00	$ 150.00	
Electrical	service repairs	$ -	$ 350.00	
Plumbing	service repairs	$ -	$ 250.00	
General repairs	in-house and contract services not detailed		$ 550.00	
		$ 100.00	$ 1,300.00	$ 1,400.00

Basic maintenance needs annually $ 1,750.00

Figures do not include Utilities, custodial supplies, and grounds maintenance

Note:

Certain roofing materials are based on an estimated age

Projections do not include any hidden rot or damages

Beech Street Center

Apr-18

Building	Project	Priority	FY18/19 1st	FY19/20 2nd	FY20/21 3rd	FY21/22 4th	FY22/23 5th	FY23/24 6th	FY24/25 7th	FY25/26 8th	10 plus years over 10 years	
Beech Street	Roof recertification or replacement	5									$ 16,950.00	
Beech Street	Furnace replacement	4						$ 6,200.00				
Beech Street	Controls system installation	4						$11,200.00				
Beech Street	HVAC replacement (install ductless)	2		$ 9,600.00								
Beech Street	Slab floor crack investigation and repairs	3			$7,100.00							
Beech Street	Window replacement	5						$33,500.00			$ 18,900.00	
Beech Street	Camera system addition	3				$ 6,250.00			$ 6,250.00			
Beech Street	Interior painting	3		$ 4,300.00					$ 4,400.00		$ 4,500.00	
Beech Street	Exterior painting	4					$1,800.00				$ 2,000.00	
Beech Street	Interior LED light upgrades	2		$ 4,900.00								
Beech Street	Fire detection system	4						$13,600.00				
Beech Street	Fire protection system	5									$ 85,000.00	
Beech Street	Building envelope improvements	2			$2,500.00							
Beech Street	Kitchen upgrades	4					$4,200.00					
Beech Street	Parking lot repairs	3				$12,500.00					$ 3,500.00	
Beech Street	Exterior door replacement program	5									$ 3,600.00	
Beech Street	Ductwork cleaning	4					$3,500.00				$ 4,100.00	
				$18,800.00	$9,600.00	$18,750.00	$9,500.00	$64,500.00	$10,650.00		$138,550.00	$ 270,350.00

Preventative Maintenance		PM	Service	
Fire detection	annual inspection and service	$ -	$ 150.00	
HVAC Preventative	annual inspection and service	$ 325.00	$ 250.00	
Roofing Preventive	annual inspection and service	$ 545.00	$ 600.00	
		$ 870.00	$1,000.00	$ 1,870.00

Operational annually		PM	Service	
Door/locks	service repairs	$ -	$ 150.00	
Electrical	service repairs	$ -	$ 250.00	
Plumbing	service repairs	$ -	$ 250.00	
General repairs	In-house and contract services not detailed		$ 800.00	
		$ -	$1,450.00	$ 1,450.00

Basic maintenance needs annually $3,320.00

Note:
Certain roofing materials are based on an estimated age
Projections do not include any hidden rot or damages

Current cost analyses is based on intermittent use schedule

Newmarket Facilities Recapture Report

Apr-18

Capital Investment by year	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	10 plus years	total
Town Hall	$ 508,600.00	$ 61,130.00	$ 35,185.00	$ 147,500.00	$ 32,500.00	$ 71,350.00	$ 33,200.00	$ 68,280.00	$ 499,100.00	$ 1,456,845.00
Community Center	$ 51,535.00	$ 448,060.00	$ 40,200.00	$ 24,600.00	$ 27,150.00	$ 24,400.00	$ 17,630.00	$ 190,050.00	$ 33,900.00	$ 857,525.00
Police Station	$ 47,490.00	$ 49,850.00	$ 9,350.00	$ 11,000.00	$ 29,500.00	$ 41,100.00	$ 7,300.00	$ 41,500.00	$ 181,200.00	$ 418,290.00
FD/PWD	$ 229,410.00	$ 74,000.00	$ 56,100.00	$ 298,345.00	$ 20,200.00	$ 45,200.00	$ 41,980.00	$ 114,100.00	$ 335,780.00	$ 1,215,115.00
Memorial Pavilion	$ 3,750.00	$ 4,600.00	$ 4,500.00	$ -	$ 4,600.00	$ -	$ -	$ 7,700.00	$ 6,700.00	$ 31,850.00
Tiger House	$ 22,600.00	$ 19,650.00	$ 5,600.00	$ 1,250.00	$ 4,500.00	$ 1,250.00	$ -	$ 27,400.00	$ 32,100.00	$ 114,350.00
Riverside Cemetery Storage	$ 2,600.00	$ 1,500.00	$ -	$ -	$ -	$ -	$ 3,800.00	$ -	$ 49,570.00	$ 57,470.00
Stone Museum	$ 38,600.00	$ 59,485.00	$ 29,525.00	$ 35,600.00	$ 10,700.00	$ 39,500.00	$ 6,250.00	$ 49,830.00	$ 140,300.00	$ 409,790.00
Sunrise Center	$ 10,400.00	$ 60,260.00	$ 21,650.00	$ -	$ 5,200.00	$ 3,500.00	$ 16,800.00	$ 10,900.00	$ 131,750.00	$ 260,460.00
Round House	$ 20,125.00	$ 6,450.00	$ -	$ 4,600.00	$ -	$ -	$ 16,300.00	$ 4,800.00	$ 14,900.00	$ 67,175.00
Beech Street Center	$ -	$ 18,800.00	$ 9,600.00	$ 18,750.00	$ 9,500.00	$ 64,500.00	$ 10,650.00	$ -	$ 138,550.00	$ 270,350.00
Projected Capital										$ 5,159,220.00

Regular maintenance by year	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26
Town Hall	$10,075.00	$10,226.13	$10,379.52	$10,535.21	$10,693.24	$10,853.64	$11,016.44	$11,181.69
Community Center	$4,150.00	$4,212.25	$4,275.43	$4,339.57	$4,404.66	$4,470.73	$4,537.79	$4,605.86
Police Station	$ 3,600.00	$ 3,654.00	$ 3,708.81	$ 3,764.44	$ 3,820.91	$ 3,878.22	$ 3,936.40	$ 3,995.44
FD/PWD	$ 11,750.00	$ 11,926.25	$ 12,105.14	$ 12,286.72	$ 12,471.02	$ 12,658.09	$ 12,847.96	$ 13,040.68
Memorial Pavilion	$ 500.00	$ 507.50	$ 515.11	$ 522.84	$ 530.68	$ 538.64	$ 546.72	$ 554.92
Tiger House	$ 850.00	$ 862.75	$ 875.69	$ 888.83	$ 902.16	$ 915.69	$ 929.43	$ 943.37
Riverside Cemetery Storage	$ 1,425.00	$ 1,446.38	$ 1,468.07	$ 1,490.09	$ 1,512.44	$ 1,535.13	$ 1,558.16	$ 1,581.53
Stone Museum	$ 1,250.00	$ 1,268.750	$ 1,287.781	$ 1,307.098	$ 1,326.704	$ 1,346.605	$ 1,366.804	$ 1,387.306
Sunrise Center	$ 2,400.00	$ 2,436.000	$ 2,472.54	$ 2,509.63	$ 2,547.27	$ 2,585.48	$ 2,624.26	$ 2,663.63
Round House	$ 1,400.00	$ 1,421.000	$ 1,442.32	$ 1,463.95	$ 1,485.91	$ 1,508.20	$ 1,530.82	$ 1,553.78
Beach Street Center	$ 1,450.00	$ 1,471.75	$ 1,493.83	$ 1,516.23	$ 1,538.98	$ 1,562.06	$ 1,585.49	$ 1,609.28
	$38,850.00	**$39,432.75**	**$40,024.24**	**$40,624.60**	**$41,233.97**	**$41,852.48**	**$42,480.27**	**$43,117.47**

Annual Preventive with repairs								
Town Hall	$ 18,711.00	$ 18,991.67	$ 19,276.54	$ 19,565.69	$ 19,859.17	$ 20,157.06	$ 20,459.42	$ 20,766.31
Community Center	$ 9,870.00	$ 10,018.05	$ 10,168.32	$ 10,320.85	$ 10,475.66	$ 10,632.79	$ 10,792.29	$ 10,954.17
Police Station	$ 10,155.00	$ 10,307.33	$ 10,461.93	$ 10,618.86	$ 10,778.15	$ 10,939.82	$ 11,103.92	$ 11,270.48
FD/PWD	$ 24,558.00	$ 24,926.37	$ 25,300.27	$ 25,679.77	$ 26,064.97	$ 26,455.94	$ 26,852.78	$ 27,255.57
Memorial Pavilion	$ 2,000.00	$ 2,030.00	$ 2,060.45	$ 2,091.36	$ 2,122.73	$ 2,154.57	$ 2,186.89	$ 2,219.69
Tiger House	$ 1,425.00	$ 1,446.38	$ 1,468.07	$ 1,490.09	$ 1,512.44	$ 1,535.13	$ 1,558.16	$ 1,581.53
Riverside Cemetery Storage	$ 825.00	$ 837.38	$ 849.94	$ 862.68	$ 875.62	$ 888.76	$ 902.09	$ 915.62
Stone Museum	$ 3,750.00	$ 3,806.25	$ 3,863.34	$ 3,921.29	$ 3,980.11	$ 4,039.82	$ 4,100.41	$ 4,161.92
Sunrise Center	$ 4,205.00	$ 4,268.08	$ 4,332.10	$ 4,397.08	$ 4,463.03	$ 4,529.98	$ 4,597.93	$ 4,666.90
Round House	$ 350.00	$ 355.25	$ 360.58	$ 365.99	$ 371.48	$ 377.05	$ 382.71	$ 388.45
Beach Street Center	$ 1,870.00	$ 1,898.05	$ 1,926.52	$ 1,955.42	$ 1,984.75	$ 2,014.52	$ 2,044.74	$ 2,075.41
	$ 77,719.00	**$ 78,884.79**	**$ 80,068.06**	**$ 81,269.08**	**$ 82,488.11**	**$ 83,725.44**	**$ 84,981.32**	**$ 86,256.04**

Figures do not include:

Custodial supplies
Field Services
Labor and benefits
Custodial Services
Vehicle expenses

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended April 30, 2018

Function	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2018 Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Fiscal Year 2017 Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
Town Council			19,200.00	708.75	17,220.00	1,980.00	90%	19,300.00	736.39	19,743.39	-443.39	102%
Town Administrator			192,872.00	14,638.78	161,456.69	31,415.31	84%	189,139.00	13,372.83	159,938.72	29,200.28	85%
Finance			227,750.00	25,760.34	162,620.23	65,129.77	71%	206,844.00	17,819.62	164,145.97	42,698.03	79%
Human Resource			1,628,692.00	55,689.68	1,223,870.74	404,821.26	75%	1,515,143.00	88,711.28	1,190,669.48	324,473.52	79%
Town Clerk/Tax Collector			168,528.00	14,845.06	134,377.73	34,150.27	80%	176,442.00	13,715.27	138,332.48	38,109.52	78%
Recreation			203,351.00	13,196.27	162,762.53	40,588.47	80%	200,322.00	12,710.12	150,262.18	50,059.82	75%
Code Enforcement			70,731.00	5,039.01	56,099.16	14,631.84	79%	69,755.00	5,523.46	57,442.47	12,312.53	82%
Direct Assistance			35,580.00	1,872.38	15,553.92	20,026.08	44%	41,343.00	4,204.34	21,729.04	19,613.96	53%
Assessing			70,037.00	5,243.26	55,844.21	14,192.79	80%	69,325.00	5,089.63	53,823.26	15,501.74	78%
Legal			80,000.00	6,748.50	70,320.06	9,679.94	84%	80,000.00	18,574.43	79,186.55	813.45	99%
Planning			126,215.00	8,381.55	101,132.50	25,082.50	80%	122,676.00	8,056.63	98,754.64	23,921.36	81%
Conservation			2,941.00	164.48	1,774.27	1,166.73	60%	2,941.00	120.00	1,557.50	1,383.50	53%
Economic Development			2,500.00	0.00	0.00	2,500.00	0%	2,500.00	0.00	1,284.95	1,215.05	51%
Debt Service			125,259.00	0.00	125,258.32	0.68	100%	129,759.00	0.00	129,758.32	0.68	100%
Information Technology			139,422.00	11,120.85	119,440.99	19,981.01	86%	135,558.00	8,144.93	117,203.07	18,354.93	86%
Channel 13			32,043.00	2,108.49	27,192.68	4,850.32	85%	31,586.00	2,053.89	19,272.13	12,313.87	61%
Police			1,338,426.00	96,645.01	985,439.18	352,986.82	74%	1,322,707.00	94,821.36	963,298.54	359,408.46	73%
Public Works			434,282.00	36,117.64	387,040.69	47,241.31	89%	427,516.00	35,592.45	380,998.15	46,517.85	89%
Roadways & Sidewalks			520,270.00	25,471.93	492,324.23	27,945.77	95%	330,970.00	14,707.24	242,780.02	88,189.98	73%
Street Lights			49,000.00	394.86	30,483.49	18,516.51	62%	49,000.00	3,731.57	37,383.15	11,616.85	76%
Bridges			4,000.00	0.00	3,100.00	900.00	78%	0.00	0.00	0.00	0.00	0%
Building & Grounds			545,965.00	62,334.37	450,867.03	95,097.97	83%	482,233.00	47,214.21	368,195.55	114,037.45	76%
Cemetery			38,132.00	1,415.57	16,424.78	21,707.22	43%	37,253.00	1,517.67	22,292.35	14,960.65	60%
Vehicle			194,000.00	20,407.47	156,642.84	37,357.16	81%	206,500.00	18,328.72	148,146.21	58,353.79	72%
Fire & Rescue			376,958.00	38,459.43	344,631.87	32,326.13	91%	358,762.00	28,503.10	275,068.23	83,693.77	77%
Emergency			3,000.00	0.00	0.00	3,000.00	0%	1,950.00	0.00	750.00	1,200.00	38%
Grants			61,500.00	0.00	45,092.00	16,408.00	73%	53,000.00	0.00	46,505.00	6,495.00	88%
Social Service Grant			43,303.00	0.00	37,203.00	6,100.00	86%	43,029.00	500.00	31,626.00	11,403.00	73%
Capital Reserve			555,115.00	0.00	555,115.00	0.00	100%	575,115.00	0.00	575,115.00	0.00	100%
	General Fund		7,289,072.00	446,744.04	5,939,288.14	1,349,783.86	81%	6,880,668.00	443,749.34	5,495,262.35	1,385,405.65	80%
Library			316,955.00	21,809.46	233,893.09	83,061.91	74%	314,704.00	20,985.86	333,349.97	-18,645.97	106%
Recreation			279,115.00	9,622.77	216,789.30	62,325.70	78%	243,433.00	10,599.27	181,537.88	61,895.12	75%
Solid Waste			464,450.00	40,698.11	393,295.97	71,154.03	85%	447,356.00	29,275.94	368,623.75	78,732.25	82%
Water			1,137,780.00	35,955.06	952,616.71	185,163.29	84%	932,813.00	15,609.85	727,353.03	205,459.97	78%
Sewer			2,182,426.00	104,216.52	1,597,241.31	585,184.69	73%	1,177,968.00	62,960.53	856,132.57	321,835.43	73%
	Total Operating Budget		11,669,798.00	659,045.96	9,333,124.52	2,336,673.48	80%	9,996,942.00	583,180.79	7,962,259.55	2,034,682.45	80%

Town of Newmarket, New Hampshire

Preliminary Expense Report [a,b]

For the Period Ended April 30, 2018

			Fiscal Year 2018					Fiscal Year 2017				
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
	01-401-100-0000	TC - ELECTED SALARIES	11,000.00	0.00	11,000.00	0.00	100%	11,000.00	0.00	11,000.00	0.00	100%
	01-401-103-0000	TC - PART-TIME	7,800.00	708.75	5,707.21	2,092.79	73%	7,800.00	633.75	7,657.50	142.50	98%
	01-401-190-0000	TC- TRAINING	250.00	0.00	200.00	50.00	80%	250.00	0.00	0.00	250.00	0%
	01-401202-0000	TC-GENERALSUPPLIES	150.00	0.00	312.79	-162.79	209%	250.00	102.64	1,085.89	-835.89	434%
Town Council			19,200.00	708.75	17,220.00	1,980.00	90%	19,300.00	736.39	19,743.39	-443.39	102%
	01-402-101-0000	TA - FULL TIME SALARIES	141,472.00	11,521.72	121,590.54	19,881.46	86%	135,095.00	10,347.06	113,747.35	21,347.65	84%
	01-402-103-0000	TA- PARTTIME SALARIES	0.00	0.00	0.00	0.00	0%	4,000.00	0.00	0.00	4,000.00	0%
	01-402-190-0000	TA - TRAINING/STAFF DEV	5,200.00	125.00	6,613.14	-1,413.14	127%	3,500.00	0.00	2,099.14	1,400.86	60%
	01-402-201-0000	TA - POSTAGE	3,200.00	151.57	2,629.74	570.26	82%	3,000.00	139.55	1,593.40	1,406.60	53%
	01-402-202-0000	TA - GENERAL SUPPLIES	11,500.00	121.30	3,567.48	7,932.52	31%	11,500.00	0.00	5,111.55	6,388.45	44%
	01-402-301-0000	TA - COMMUNICATION SERVICES	4,200.00	100.00	3,099.56	1,100.44	74%	4,200.00	310.56	3,030.86	1,169.14	72%
	01-402-310-0002	TA - DUES/SUBSCRIPTIONS	10,500.00	0.00	9,800.72	699.28	93%	10,500.00	45.00	8,709.00	1,791.00	83%
	01-402-310-0003	TA - ADVERTISING	2,500.00	45.00	1,753.50	746.50	70%	2,500.00	492.05	3,476.45	-976.45	139%
	01-402-310-0005	TA - BOOKS	500.00	1,026.00	2,334.18	-1,834.18	467%	500.00	482.61	1,538.01	-1,038.01	308%
	01-402-402-0000	TA - EQUIPMENT MAINTENA	8,300.00	236.00	7,026.44	1,273.56	85%	8,344.00	236.00	7,988.54	355.46	96%
	01-402-501-0000	TA- PRINTING/PUBLISHING	3,000.00	1,312.14	2,633.39	366.61	88%	3,500.00	1,320.00	2,571.25	928.75	73%
	01-402-702-0000	TA- CONTRACTED SERVICE	2,500.00	0.00	408.00	2,092.00	16%	2,500.00	0.00	10,073.17	-7,573.17	403%
Town Administrator			192,872.00	14,638.73	161,456.69	31,415.31	84%	189,139.00	13,372.83	159,938.72	29,200.28	85%
	01-403-100-0000	FINANCE- ELECTEDOFFICIALS	900.00	0.00	900.00	0.00	100%	900.00	0.00	900.00	0.00	100%
	01-403-101-0000	FINANCE- FULL TIME SALARIES	134,700.00	17,357.70	107,820.70	26,879.30	80%	167,544.00	7,284.50	126,237.12	41,306.88	75%
	01-403-103-0000	FINANCE - PARTTIME SALARIES'	5,000.00	416.67	4,166.70	833.30	83%	5,000.00	416.67	4,166.70	833.30	83%
	01-403-190-0000	FINANCE - TRAINING/STAFF DEVELOPMENT	1,000.00	0.00	42.15	957.85	4%	0.00	0.00	40.72	-40.72	0%
	01-403-202-0000	FINANCE - GENERAL SUPPLIES	5,000.00	835.91	3,994.50	1,005.50	80%	5,000.00	-730.87	2,778.55	2,221.45	56%
	01-403-301-0000	FINANCE - COMMUNICATIONS SERVICES	2,450.00	1,379.08	4,335.80	-1,885.80	177%	2,400.00	774.32	2,032.02	367.98	85%
	01-403-310-0001	FINANCE - BUDGETCOMMITTEE EXPENSE	600.00	0.00	0.00	600.00	0%	600.00	35.00	35.00	565.00	6%
	01-403-310-0003	FINANCE - ADVERTISING	1,000.00	301.90	365.90	634.10	37%	500.00	0.00	1,101.16	-601.16	220%
	01-403-402-0000	FINANCE - EQUIPMENT MAINTENANCE	600.00	0.00	435.00	165.00	73%	900.00	0.00	267.50	632.50	30%
	01-403-410-0090	FINANCE - FIN. SYSTEM LEASE	54,000.00	5,469.08	12,222.08	41,777.92	23%	0.00	0.00	0.00	0.00	0%
	01-403-460-0000	FINANCE - BANK FEES	0.00	0.00	32.40	-32.40	0%	0.00	40.00	355.20	-355.20	0%
	01-403-703-0000	FINANCE - AUDIT	22,500.00	0.00	28,305.00	-5,805.00	126%	24,000.00	10,000.00	26,232.00	-2,232.00	109%
Finance			227,750.00	25,760.34	162,620.23	65,129.77	71%	206,844.00	17,819.62	264,145.97	42,698.03	79%
	01-404-150-0000	EMP BEN - FICA	129,181.00	9,626.70	97,538.97	31,642.03	76%	124,089.00	8,828.22	91,918.88	32,170.12	74%
	01-404-151-0000	EMP BEN - MEDICARE	46,469.00	2,966.36	34,354.83	12,114.17	74%	45,134.00	3,051.33	32,934.72	12,199.28	73%
	01-404-152-0000	EMP BEN - PRE-EMPLOYMENTTESTING	2,000.00	87.00	1,650.80	349.20	83%	2,740.00	1,223.40	1,662.40	1,077.60	61%
	01-404-155-0000	EMP BEN - HEALTH INSURANCE	660,085.00	4,613.34	454,042.87	206,043.13	69%	585,734.00	43,834.55	456,379.88	129,354.12	78%
	01-404-156-0000	EMP BEN - NH RETIREMENT	441,316.00	36,185.76	385,014.79	56,301.21	87%	426,379.00	30,178.30	341,258.45	85,120.55	80%
	01-404-159-0000	EMP BEN - LIFE/DISABILITY BENE	28,199.00	2,208.82	21,408.81	6,790.19	76%	27,660.00	2,216.23	20,502.01	7,157.99	74%
	01-404-160-0000	EMP BEN - WORKERS COMPENSATION	138,931.00	1.71	115,663.66	23,267.34	83%	125,389.00	-615.39	124,082.98	1,306.02	99%
	01-404-161-0000	EMP BEN - UNEMPLOYMENT	1,788.00	0.00	1,163.45	624.55	65%	4,413.00	-5.06	1,595.63	2,817.37	36%
	01-404-162-0000	EMP BEN - EMPLOYEE TESTING	1,000.00	0.00	584.25	415.75	58%	600.00	0.00	572.25	27.75	95%
	01-404-190-0000	HR- TRAINING STAFF DEVELOPMENT	2,500.00	0.00	1,666.87	833.13	67%	2,500.00	0.00	2,833.27	-333.27	113%
	01-404-197-0000	EMP BEN- MERIT INCREASE POOL	45,000.00	0.00	0.00	45,000.00	0%	45,000.00	0.00	0.00	45,000.00	0%
	01-404-198-0000	EMPBEN-LONGEVITY	22,950.00	0.00	17,325.00	5,625.00	75%	22,275.00	0.00	15,750.00	6,525.00	71%
	01-404-202-0000	HR-GENERALSUPPLIES	0.00	0.00	21.00	-21.00	0%	0.00	0.00	0.00	0.00	0%
	01-404-504-0006	EMP BEN- PROPERTY LIABILITY INSURANCE	109,273.00	0.00	92,436.44	16,836.56	85%	103,230.00	0.00	101,179.00	2,051.00	98%
	01-404-504-0007	EMP BEN- INSURANCE DEDUCTIBLES	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0.00	0%
Human Resource			1,628,692.00	55,689.69	1,223,870.74	404,821.26	75%	1,525,143.00	88,711.28	1,190,669.48	334,473.52	78%
	01-405-101-0000	TC/TC - FULL TIME SALARIES	108,305.00	8,561.00	89,841.39	18,463.61	83%	105,904.00	8,331.07	87,563.80	18,340.20	83%
	01-405-103-0000	TC/TC-PARTTIMESALARIES	28,398.00	2,144.30	21,429.73	6,968.27	75%	27,919.00	2,008.00	20,104.36	7,814.64	72%
	01-405-103-0070	TC/TCPT - ELECTION OFFICIALS	2,925.00	4.90	1,259.50	1,665.50	43%	8,925.00	142.50	7,597.50	1,327.50	85%
	01-405-190-0000	TC/TC- TRAINING STAFF DEVELOPMENT	2,250.00	0.00	1,323.04	926.96	59%	2,600.00	151.04	1,668.21	931.79	64%
	01-405-201-0000	TC/TC- POSTAGE	10,620.00	528.73	6,241.02	4,378.98	59%	10,167.00	561.08	6,443.47	3,723.53	63%
	01-405-202-0000	TC/TC- GENERAL SUPPLIES	3,300.00	105.43	2,530.42	769.58	77%	3,300.00	-25.00	2,522.41	777.59	76%
	01-405-301-0000	TC/TC - COMMUNICATION SERVICES	1,600.00	0.00	988.88	621.12	62%	1,600.00	0.00	969.46	630.54	61%
	01-405-310-0002	TC/TC- DUES/SUBSCRIPTIONS	480.00	0.00	201.45	278.55	42%	489.00	0.00	216.95	272.05	44%
	01-405-310-0070	TC/TC - ELECTION/REGISTRATION	3,225.00	958.50	2,343.36	881.64	73%	8,113.00	1,523.80	5,245.27	2,867.73	65%
	01-405-402-0000	TC/TC - EQUIPMENT MAINTENANCE	1,400.00	0.00	390.00	2,010.00	28%	1,400.00	0.00	527.50	872.50	38%
	01-405-702-0000	TC/TC-DEED RESEARCH	2,575.00	-379.12	569.82	2,005.18	22%	2,575.00	1,032.18	1,245.80	1,329.20	48%
	01-405-702-1000	TC/TC-CODIFICATION	950.00	431.12	4,759.12	-3,809.12	501%	950.00	0.00	1,727.75	-777.75	182%
	01-405-800-0000	TC/TC- EQUIPMENT PURCHASE	2,500.00	2,500.00	2,500.00	0.00	100%	2,500.00	0.00	2,500.00	0.00	100%
Town Clerk/Tax Collector			168,528.00	14,845.06	134,377.73	34,150.27	80%	176,442.00	13,715.27	138,332.48	38,109.52	78%
	01-406-101-0000	RECREATION-FULL TIME SALARIES	157,313.00	10,821.62	140,845.07	16,467.93	90%	154,229.00	8,148.21	109,754.37	44,474.63	71%
	01-406-103-0000	RECREATION-PART TIME SALARIES	26,238.00	1,261.00	5,128.50	21,109.50	20%	25,486.00	4,039.78	29,843.65	-4,357.65	117%
	01-406-190-0000	RECREATION-TRAINING/STAFF DEVELOP.	2,000.00	0.00	1,390.30	609.70	70%	2,000.00	65.00	1,137.75	862.25	57%
	01-406-191-0000	RECREATION-TRAVELEXPENSE	300.00	0.00	465.21	-165.21	155%	300.00	0.00	155.54	144.46	52%
	01-406-192-0000	RECREATION-MEAL ALLOWANCE	300.00	0.00	266.49	33.51	89%	300.00	0.00	161.06	138.94	54%
	01-406-201-0000	RECREATION-POSTAGE	700.00	0.00	0.00	700.00	0%	1,500.00	0.00	3.99	1,496.01	0%
	01-406-202-0000	RECREATION-GENERAL SUPPLIES	1,750.00	0.00	1,659.35	90.65	95%	1,650.00	0.00	1,635.78	14.22	99%
	01-406-301-0000	RECREATION-COMMUNICATION SERVICE	3,200.00	696.77	3,880.58	-680.58	121%	3,288.00	87.25	2,809.66	478.34	85%
	01-406-310-0002	RECREATION-DUES/SUBSCRIPTIONS	1,200.00	35.00	1,016.35	183.65	85%	1,233.00	0.00	337.23	895.77	27%
	01-406-402-0000	RECREATION-EQUIP. MAINENANCE	6,750.00	369.88	7,092.11	-342.11	105%	6,636.00	369.88	3,328.05	3,307.95	50%
	01-406-800-0000	RECREATION-EQUIP. PURCHASE	1,200.00	0.00	470.66	729.34	39%	1,200.00	0.00	530.19	669.81	44%
	01-406-904-0000	RECREATION-SUNRISE SUNSETSR CTR	2,400.00	12.00	547.91	1,852.09	23%	2,500.00	0.00	564.91	1,935.09	23%
Recreation			203,351.00	13,196.27	162,762.53	40,588.47	80%	200,322.00	12,710.12	150,262.18	50,059.82	75%
	01-407-101-0000	CODE - FULL-TIMESALARIES	25,356.00	1,950.40	21,227.83	4,128.17	84%	25,356.00	1,950.17	21,510.20	3,845.80	85%
	01-407-103-0000	CODE - PARTTIMESALARIES	39,895.00	2,963.10	31,067.67	8,827.33	78%	38,919.00	3,294.85	32,883.79	6,035.21	84%
	01-407-190-0000	CODE - TRAINING	1,000.00	0.00	165.00	835.00	17%	1,000.00	0.00	110.00	890.00	11%
	01-407-201-0000	CODE - POSTAGE	130.00	176.9	126.41	3.59	97%	130.00	69.4	109.34	20.66	84%
	01-407-202-0000	CODE - GENERAL SUPPLIES	2,700.00	37.82	594.02	2,105.98	22%	2,700.00	37.50	668.70	2,031.30	25%
	01-407-301-0000	CODE - TELEPHONE	1,000.00	50.00	852.23	147.77	85%	1,000.00	50.00	750.49	249.51	75%
	01-407-310-0002	CODE - DUES/SUBSCRIPTIONS	400.00	0.00	2,066.00	-1,666.00	517%	400.00	184.00	1,409.95	-1,009.95	352%
	01-407-402-0000	CODE - EQUIPMENT MAINTENANCE	200.00	0.00	0.00	200.00	0%	200.00	0.00	0.00	200.00	0%
	01-407-702-0000	CODE - LAB TESTING	50.00	0.00	0.00	50.00	0%	50.00	0.00	0.00	50.00	0%
Code Enforcement			70,731.00	5,019.01	56,099.16	14,631.84	79%	69,755.00	5,523.46	57,442.47	12,312.53	82%

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended April 30, 2018

			Fiscal Year 2018					Fiscal Year 2017				
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	BalanceYear	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
	01-408-103-0000	DIR ASSIST - PART-TIME SALARIES	20,000.00	1,091.25	10,732.68	9,267.32	54%	23,943.00	1,224.34	13020.95	10,922.05	54%
	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	380.00	31.13	311.24	68.76	82%	200.00	0.00	248.09	-48.09	124%
	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	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	0.00	1,000.00	0%
	01-408-315-0039	DIR ASSIST - RENT	10,000.00	0.00	2,260.00	7,740.00	23%	10,000.00	2,230.00	6,960.00	3,040.00	70%
	01-408-315-0040	DIR ASSIST - ELECTRICITY	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	0.00	1,000.00	0%
	01-408-315-0041	DIR ASSIST - HEAT	1,000.00	0.00	0.00	1,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
	01-408-315-0042	DIR ASSIST- MEDICAL	1,000.00	0.00	0.00	1,000.00	0%	1,500.00	750.00	750.00	750.00	50%
	01-408-315-0043	DIR ASSIST - MISCELLANEOUS	1,000.00	750.00	2,250.00	-1,250.00	225%	1,500.00	0.00	750.00	750.00	50%
Direct Assistance			35,580.00	1,872.38	15,553.92	20,026.08	44%	41,343.00	4,204.34	21,729.04	19,613.96	53%
	01-409-130-0000	ASSESS - CONTRACTED SERVICES	61,987.00	5,235.36	47,771.43	14,215.57	77%	60,475.00	5,041.31	45,779.77	14,695.23	76%
	01-409-201-0000	ASSESS - POSTAGE	0.00	7.90	25.79	-25.79	0%	500.00	8.32	49.49	450.51	10%
	01-409-202-0000	ASSESS - GENERAL SUPPLIES	0.00	0.00	126.99	-126.99	0%	500.00	0.00	234.00	266.00	47%
	01-409-310-0002	ASSESS - DUES/SUBSCRIPTIONS	150.00	0.00	0.00	150.00	0%	150.00	0.00	0.00	150.00	0%
	01-409-407-0000	ASSESS - SOFTWARE	7,900.00	0.00	7,920.00	-20.00	100%	7,700.00	0.00	7,760.00	-60.00	101%
Assessing			70,037.00	5,243.26	55,844.21	14,192.79	80%	69,325.00	5,049.63	53,823.26	15,501.74	78%
	01-410-602-0000	LEGAL - LEGAL EXPENSES	80,000.00	6,748.50	70,320.06	9,679.94	88%	80,000.00	18,574.43	79,186.55	813.45	99%
Legal			80,000.00	6,748.50	70,320.06	9,679.94	88%	80,000.00	18,574.43	79,186.55	813.45	99%
	01-411-101-0000	PLAN - FULL TIME SALARIES	100,565.00	7,909.22	83,721.63	16,843.37	83%	98,731.00	7,735.90	82,766.04	15,964.96	84%
	01-411-103-0000	PLAN- PARTTIME SALARIES	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
	01-411-190-0000	PLAN - TRAINING/STAFFDEVELOPMENT	1,500.00	0.00	160.47	1,339.53	11%	1,500.00	48.15	122.60	1,377.40	8%
	01-411-201-0000	PLAN - POSTAGE	2,500.00	70.95	1,233.76	1,266.24	49%	2,500.00	113.08	983.55	1,516.45	39%
	01-411-202-0000	PLAN - GENERALSUPPLIES	2,500.00	71.50	1,222.07	1,277.93	49%	2,000.00	159.50	1,452.87	547.13	73%
	01-411-202-0054	PLAN - MAPPING SUPPLIES	4,000.00	0.00	3,000.00	1,000.00	75%	4,000.00	0.00	3,000.00	1,000.00	75%
	01-411-301-0000	PLAN - COMMUNICATIONSSERVICES	650.00	0.00	657.94	-7.94	101%	600.00	0.00	485.17	114.83	81%
	01-411-310-0002	PLAN - DUES/SUBSCRIPTIONS	8,500.00	0.00	8,557.76	-57.76	101%	8,345.00	0.00	8,965.28	-620.28	107%
	01-411-310-0003	PLAN - ADVERTISING	3,000.00	380.28	2,305.87	694.13	77%	2,000.00	0.00	979.13	1,020.87	49%
	01-411-702-0000	PLAN - TAX MAPS	1,000.00	0.00	273.00	727.00	27%	1,000.00	0.00	0.00	1,000.00	0%
Planning			126,215.00	8,381.95	101,132.50	25,082.56	80%	122,676.00	8,056.63	98,754.64	23,921.36	80%
	01-413-103-0000	CON COMM - PT RECORDING SECRETARY	2,000.00	164.48	1,533.84	466.16	77%	2,000.00	120.00	1,102.50	897.50	55%
	01-413-201-0000	CONCOMM - POSTAGE	60.00	0.00	9.88	50.12	16%	60.00	0.00	60.00	0.00	100%
	01-413-202-0000	CONCOMM - GENERALSUPPLI	200.00	0.00	0.00	200.00	0%	200.00	0.00	75.00	125.00	38%
	01-413-310-0002	CONCOMM - DUES/SUBSCRIPT	390.00	0.00	0.00	390.00	0%	390.00	0.00	0.00	390.00	0%
	01-413-702-0000	CON COMM - CONTRACTED SERVICES	291.00	0.00	230.55	60.45	79%	291.00	0.00	320.00	-29.00	110%
Conservation			2,941.00	164.48	1,774.27	1,166.73	60%	2,941.00	120.00	1,557.50	1,383.50	53%
	01-414-310-0000	ECON DEV -OPERATING EXPENSE	2,500.00	0.00	0.00	2,500.00	0%	2,500.00	0.00	1,284.95	1,215.05	51%
Economic Development			2,500.00	0.00	0.00	2,500.00	0%	2,500.00	0.00	1,284.95	1,215.05	51%
	01-418-950-0000	DEBTSER - PRINCPLE	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	DEBTSER - INTEREST	25,259.00	0.00	25,258.32	0.68	100%	29,759.00	0.00	29,758.32	0.68	100%
DebtService			125,259.00	0.00	125,258.32	0.68	100%	129,759.00	0.00	129,758.32	0.68	100%
	01-420-101-0000	MIS - FULL TIME SALARIES	69,547.00	5,483.48	57,506.19	12,040.81	83%	68,183.00	5,349.74	56,440.84	11,742.16	83%
	01-420-190-0000	MIS - TRAINING	1,000.00	0.00	999.00	1.00	100%	1,000.00	0.00	999.00	1.00	100%
	01-420-202-0000	MIS - GENERALSUPPLIES	2,500.00	11.03	3,147.41	-647.41	126%	2,500.00	85.88	1,376.13	1,123.87	55%
	01-420-301-0000	MIS - COMMUNICATION SERVICE	600.00	50.59	556.33	43.67	93%	600.00	0.00	653.63	-53.63	109%
	01-420-310-0002	MIS - DUES SUBSCRIPTIONS	275.00	0.00	400.00	-125.00	145%	275.00	0.00	125.00	150.00	45%
	01-420-407-0000	MIS-SOFTWARE MAINT	45,000.00	4,200.00	43,081.86	1,918.14	96%	42,500.00	0.00	41,202.43	1,297.51	97%
	01-420-409-0000	MIS-REPAIRS/MAINT	4,500.00	283.52	2,920.74	1,579.26	65%	4,500.00	566.24	2,962.15	1,537.85	66%
	01-420-414-0000	MIS - SOFTWARE LICENSES	4,500.00	500.00	3,965.50	534.50	88%	4,500.00	0.00	3,607.92	892.08	80%
	01-420-702-0000	MIS - VENDOR SUPPORT	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	0.00	1,500.00	0%
	01-420-800-0000	MIS - NEWEQUIPMENT	10,000.00	592.23	6,863.96	3,136.04	69%	10,000.00	2,143.07	9,835.91	164.09	98%
Information Technology			139,422.00	11,120.85	119,440.93	19,981.01	86%	135,558.00	8,144.93	117,203.07	18,354.93	86%
	01-421-103-0000	CHANNEL 13 PART TIME SALARIES	23,543.00	1,957.50	23,007.50	535.50	98%	23,086.00	1,774.15	14,039.51	9,046.49	61%
	01-421-202-0000	CHANNEL 13 MISC EQUIPMENTS	6,000.00	150.99	2,185.18	3,814.82	36%	6,000.00	29.74	2,076.62	3,923.38	35%
	01-421-310-0000	CHANNEL 13 - OPERATING EXPENSES	2,500.00	0.00	2,000.00	500.00	80%	2,500.00	250.00	3,156.00	-656.00	126%
Channel 13			32,043.00	2,108.49	27,192.68	4,850.32	85%	31,586.00	2,053.89	19,272.13	12,313.87	61%
	01-438-101-0000	POLICE - FULL TIME SALARIES	1,050,266.00	79,374.67	825,039.70	225,226.30	79%	1,037,437.00	75,313.12	798,935.76	238,501.24	77%
	01-438-102-0000	POLICE - OVERTIME	120,000.00	6,700.05	84,715.31	35,284.69	71%	107,010.00	8,470.79	80,520.50	26,489.50	75%
	01-438-103-0000	POLICE - PART-TIME SALARIES	35,000.00	1,895.20	19,557.42	15,442.58	56%	35,000.00	3,459.08	23,520.48	11,479.52	67%
	01-438-162-0000	POLICE - MEDICAL	2,500.00	234.48	1,299.48	1,200.52	52%	2,500.00	0.00	940.08	1,559.92	38%
	01-438-190-0000	POLICE - TRAINING/STAFF DEVELOPMENT	10,000.00	0.00	1,585.91	8,414.09	16%	10,000.00	300.00	5,258.16	4,741.84	53%
	01-438-191-0000	POLICE - TRAVEL/MILEAGE	600.00	9.00	74.27	525.73	12%	600.00	0.00	19.00	581.00	3%
	01-438-193-0000	POLICE - UNIFORMS	8,800.00	257.41	686.29	8,113.71	8%	8,800.00	3,242.67	8,185.26	614.74	93%
	01-438-194-0000	POLICE- EDUCATIONAL INCENTIVE	6,900.00	0.00	5,050.00	1,850.00	73%	5000.00	0.00	4,800.00	200.00	96%
	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	194.75	1,805.25	10%	2,000.00	0.00	556.33	1,443.67	28%
	01-438-200-0000	POLICE- YOUTH/PUBLIC RELATIONS	2,500.00	0.00	64.98	2,435.02	3%	2,500.00	0.00	1,300.22	1,199.78	52%
	01-438-201-0000	POLICE- POSTAGE	450.00	53.73	372.98	77.02	83%	450.00	24.83	348.27	101.73	77%
	01-438-202-0000	POLICE- OFFICE SUPPLIES	5,500.00	659.20	3,063.67	2,436.33	56%	5,500.00	360.02	2,750.48	2,749.52	50%
	01-438-202-0438	POLICE-GENERAL SUPPLIES	400.00	21.00	246.25	153.75	62%	400.00	0.00	186.00	214.00	47%
	01-438-209-0000	POLICE - GASOLINE	22,000.00	2,081.90	18,127.20	3,872.80	82%	34,000.00	1,479.72	14,757.16	19,242.84	43%
	01-438-301-0000	POLICE- COMMUNICATION SERVICES	16,500.00	1,062.72	10,332.90	6,167.10	63%	16,500.00	872.32	8,822.63	7,677.37	53%
	01-438-310-0002	POLICE- DUES/MEMBERSHIPS	4,210.00	2,575.00	3,175.00	1,035.00	75%	4,210.00	0.00	425.00	3,785.00	10%
	01-438-310-0005	POLICE- BOOKS/PUBLICATIONS	2,800.00	0.00	62.85	2,737.15	2%	2,800.00	300.00	767.80	2,032.20	27%
	01-438-310-0044	POLICE - EQUIPMENT/FIELD SUPPLIES	6,000.00	374.00	2,835.63	3,164.37	47%	6,000.00	112.05	1,016.65	4,983.35	17%
	01-438-310-0045	POLICE - PRISONER EXPENSES	1,200.00	0.00	0.00	1,200.00	0%	1,200.00	0.00	324.92	875.08	27%
	01-438-402-0000	POLICE - EQUIP MAINTENANCE	5,000.00	587.00	1,132.29	3,867.71	23%	5,000.00	0.00	642.82	4,357.18	13%
	01-438-410-0000	POLICE - EQUIPMENT LEASE	26,900.00	450.65	5,151.56	21,748.44	19%	26,900.00	476.76	5,615.63	21,284.37	21%
	01-438-501-0000	POLICE - PRINTING/PUBLISHING	2,800.00	309.00	420.74	2,379.26	15%	2,800.00	220.00	1,104.99	1,695.01	39%
	01-438-521-0000	POLICE - ANIMAL CONTROL	3,600.00	0.00	0.00	3,600.00	0%	3,600.00	0.00	0.00	3,600.00	0%
Police			1,338,476.00	96,645.01	985,439.18	352,986.82	74%	1,322,707.00	94,821.36	963,298.54	359,408.46	73%

Town of Newmarket, New Hampshire

Preliminary Expense Report**

For the Period Ended April 30, 2018

			Fiscal Year 2018					Fiscal Year 2017				
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	BalanceYear	PercentUsed	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
	01-441-101-0000	PW ADMIN. - FULL TIME SALARIES	119,732.00	9,762.16	100,119.90	19,612.10	84%	119,085.00	9,210.24	98,493.80	20,591.20	83%
	01-441-102-0000	PW ADMIN. - OVERTIME	50,000.00	2,993.27	62,129.84	-12,129.84	124%	50,000.00	6,574.72	67,700.89	-17,700.89	135%
	01-441-106-0000	PW ADMIN. - LABOR SALARIES	235,750.00	19,536.02	198,296.80	37,453.20	84%	231,131.00	18,028.39	192,525.50	38,605.50	83%
	01-441-190-0000	PW ADMIN. - TRAINING/STAFF DEVELOPMEN	1,000.00	100.00	150.00	850.00	15%	1,000.00	0.00	1,200.00	-200.00	120%
	01-441-193-0000	PW ADMIN. - UNIFORMS	10,000.00	998.38	10,045.48	-45.48	100%	10,000.00	706.13	7,143.52	2,856.48	71%
	01-441-201-0000	PWADMIN. -POSTAGE	100.00	1.41	3.84	96.16	4%	100.00	0.46	33.04	66.96	33%
	01-441-202-0000	PW ADMIN. - GENERAL SUPPLIES	7,500.00	1,946.30	7,573.01	-73.01	101%	8,000.00	502.95	7,650.98	349.02	96%
	01-441-301-0000	PW ADMIN. - COMMUNICATION SERVICE	7,000.00	780.10	7,960.98	-960.98	114%	6,000.00	569.56	6,135.35	-135.35	102%
	01-441-310-0002	PW ADMIN. - DUES/MEMBERSHIPS	2,000.00	0.00	180.00	1,820.00	9%	1,000.00	0.00	90.00	910.00	9%
	01-441-310-0003	PW ADMIN. - ADVERTISING	1,200.00	0.00	580.84	619.16	48%	1,200.00	0.00	25.07	1,174.93	2%
Public Works			434,282.00	36,117.64	387,040.69	47,241.31	89%	427,516.00	35,592.45	380,998.15	46,517.85	89%
	01-442-202-0000	RDWY/SWK - GENERAL SUPPLIES	16,000.00	2,657.78	18,508.77	-2,508.77	116%	16,000.00	1,597.17	17,401.87	-1,401.87	109%
	01-442-205-0000	RDWY/SWK - WINTER SALT	80,000.00	18,754.15	126,588.09	-46,588.09	158%	80,000.00	8,441.81	121,242.23	-41,242.23	152%
	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	3,500.00	0.00	3,638.69	-138.69	104%	3,500.00	0.00	15.96	3,484.04	0%
	01-442-250-0000	RDWY/SWK - COLD MIX	3,000.00	0.00	3,146.40	-146.40	105%	3,000.00	341.55	2,606.85	393.15	87%
	01-442-251-0000	RDWY/SWK - HOTTOP	308,000.00	0.00	298,660.44	9,339.56	97%	155,000.00	0.00	61,025.96	93,974.04	39%
	01-442-402-0000	RDWY/SWK - EQUIPMENTLEASE	12,500.00	0.00	9,365.00	3,135.00	75%	13,200.00	0.00	13,892.50	-692.50	105%
	01-442-514-0000	RDWY/SWK - CONTRACTSTREET MAR	6,000.00	0.00	6,582.14	-582.14	110%	6,000.00	0.00	5,998.44	1.56	100%
	01442-516-0000	RDWY/SWK - CONTRACTWINTER EQU	10,000.00	3,240.00	5,400.00	4,600.00	54%	15,000.00	4,045.00	13,970.00	1,030.00	93%
	01-442-527-0000	RDWY/SWK- CURBSIDE WEED CONTR	1,500.00	0.00	1,900.00	-400.00	127%	3,000.00	0.00	1,900.00	1,100.00	63%
	01-442-528-0000	RDWY/SWK- TREE SERVICE	1,500.00	0.00	800.00	700.00	53%	3,000.00	0.00	0.00	3,000.00	0%
	01-442-531-0000	RDWY/SWK- WEATHER SERVICE	2,070.00	820.00	2,050.00	20.00	99%	2,070.00	0.00	1,025.01	1,044.99	50%
	01-442-704-0000	RDWY/SWK - ENGINEERING	25,000.00	0.00	5,924.07	19,075.93	24%	25,000.00	281.71	3,701.20	21,298.80	15%
	01-442-705-0000	RDWY/SWK CONSTRUCTION	45,000.00	0.00	9,760.63	35,239.37	22%	0.00	0.00	0.00	0.00	0%
Roadways & Sidewalks			520,270.00	25,471.93	492,324.23	27,945.77	95%	330,970.00	14,707.24	242,780.02	88,189.98	73%
	01-446-202-0000	STREET LIGHT- FIXTURES	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
	01-446-302-0000	STREETLIGHT - ELECTRICITY	47,000.00	394.86	30,483.49	16,516.51	65%	47,000.00	3,731.57	37,383.15	9,616.85	80%
Street Lights			49,000.00	394.86	30,483.49	18,516.51	62%	49,000.00	3,731.57	37,383.15	11,616.85	76%
	01-447-416-0000	BRIDGES- GUARDRAILS	4,000.00	0.00	3,100.00	900.00	78%	0.00	0.00	0.00	0.00	0%
Bridges			4,000.00	0.00	3,100.00	900.00	78%	0.00	0.00	0.00	0.00	0%
	01-448-101-0000	BLD/GRNDS - FULL-TIME SALARIES	134,731.00	7,717.27	79,021.74	55,709.26	59%	63,461.00	5,087.20	52,630.28	10,830.72	83%
	01-448-102-0000	BLD/GRNDS - OVERTIME	3,000.00	523.23	2,241.45	758.55	75%	3,000.00	0.00	5,367.27	-2,367.27	179%
	01-448-103-0000	BLD/GRNDS - PART TIME SALARIES	87,834.00	2,613.85	53,681.18	34,152.82	61%	86,247.00	3,492.50	47,807.71	38,439.29	55%
	01-448-190-0000	BLDG/GRNDS- TRAINING/STAFF DEVELOPME	0.00	0.00	834.00	-834.00	0%	0.00	0.00	0.00	0.00	0%
	01-448-191-0000	BLDG/GRNDS-TRAVELEXPENSE	0.00	66.50	665.00	-665.00	0%	0.00	0.00	0.00	0.00	0%
	01-448-202-0000	BLD/GRNDS -GENERAL SUPPLIES	10,000.00	259.70	12,621.17	-2,621.17	126%	10,000.00	836.79	5,414.30	4,585.70	54%
	01-448-301-0000	BLDG/GRNDS-COMMUNICATIONS	0.00	20.90	209.00	-209.00	0%	0.00	0.00	0.00	0.00	0%
	01-448-302-0000	BLD/GRNDS- ELECTRICITY-TOWN HALL	12,000.00	731.46	7,773.38	4,226.69	65%	12,000.00	686.82	8,304.88	3,695.12	69%
	01-448-302-0156	BLDG/GRNDS-ELECTRICITYBEECH ST EXT	0.00	46.22	398.31	-398.31	0%	0.00	0.00	0.00	0.00	0%
	01-448-302-0406	BLD/GRNDS - ELECTRICITY- PARKS	1,300.00	77.18	891.89	408.11	69%	1,300.00	85.30	865.84	434.16	67%
	01-448-302-0438	BLD/GRNDS - ELECTRICITY POLICE	13,500.00	813.14	7,888.85	5,611.15	58%	13,500.00	583.41	7,693.94	5,806.06	57%
	01-448-302-0441	BLD/GRNDS - ELECTRICITYYOUNGS LANE	25,000.00	1,923.97	16,840.08	8,159.92	67%	25,000.00	1,694.18	17,683.47	7,316.53	71%
	01-448-303-0000	BLD/GRNDS -HEAT & OIL - TOWN HALL	22,000.00	2,655.72	14,514.53	7,485.47	66%	23,000.00	2,108.72	15,452.12	7,547.88	67%
	01-448-303-0156	BLDG/GRNDS -HEATING BEECH ST EXT	0.00	0.00	694.58	-694.58	0%	0.00	0.00	0.00	0.00	0%
	01448-303-0438	BLD/GRNDS- HEAT & OIL - POLICE	3,000.00	42.05	2,792.44	207.56	93%	4,100.00	572.40	3,390.76	709.24	83%
	01-448-303-0441	BLD/GRNDS- HEAT & OIL-YOUNGS LANE	30,000.00	7,720.35	34,373.75	-4,373.75	115%	39,000.00	4,660.39	26,642.71	12,357.29	68%
	01-448-304-0000	BLD/GRNDS- WATER/SEWER TOWN HALL	4,000.00	0.00	4,227.77	-227.77	106%	4,000.00	0.00	4,135.86	-135.86	103%
	01-448-304-0150	BLD/GRNDS-WATER/SEWER COMMUNITY CT	0.00	0.00	1,709.37	-1,709.37	0%	0.00	0.00	2,545.21	-2,545.21	0%
	01-448-304-0156	BLDG/GRNDS-WATER/SEWER BEECH ST EXT	0.00	0.00	68.85	-68.85	0%	0.00	0.00	0.00	0.00	0%
	01-448-304-0438	BLD/GRNDS - WATER/SEWER- POLICE	900.00	0.00	502.88	397.12	56%	525.00	0.00	434.11	90.89	83%
	01448-304-0441	BLD/GRNDS -WATER/SEWER- YOUNGS LANE	2,000.00	0.00	1,466.36	533.64	73%	1,950.00	0.00	1,540.77	409.23	79%
	01-448-401-0110	BLD/GRNDS - YOUNGS LANE MAINT	14,000.00	11,967.62	22,741.71	-8,741.71	162%	14,000.00	976.81	16,796.21	-2,796.21	120%
	01-448-401-0120	BLD/GRNDS- TOWN HALL MAINTENANC	13,000.00	12,399.67	40,697.77	-27,697.77	313%	13,000.00	752.09	12,133.78	866.22	93%
	01-448-401-0125	BLD/GRNDS - ELEVATOR MAINTENANCE	3,000.00	0.00	1,886.99	1,113.01	63%	2,500.00	198.00	1,397.64	1,102.36	56%
	01-448-401-0140	BLD/GRNDS - PARKS MAINTENANCE	8,000.00	0.00	8,599.90	-599.90	107%	8,000.00	0.00	1,621.19	6,378.81	20%
	01-448-401-0150	BLD/GRNDS - COMMUNITY CENTER MAI	7,500.00	3,401.17	16,134.85	-8,634.85	215%	7,500.00	1,114.99	11,793.35	-4,293.35	157%
	01-448-401-0151	BLD/GRNDS - COMM CTR ELECTRICITY	12,000.00	682.77	8,454.42	3,545.58	70%	12,000.00	627.16	8,471.48	3,528.52	71%
	01-448-401-0152	BLD/GRNDS - COMM CENTR HEAT OIL	11,000.00	1,034.42	9,894.96	1,105.04	90%	14,000.00	1,772.25	11,886.47	2,113.53	85%
	01-448-401-0153	BLD/GRNDS - SENIOR CENTERELECTRICITY	7,500.00	230.30	2,578.14	4,921.86	34%	7,000.00	226.58	2,429.33	4,570.67	35%
	01-448-401-0154	BLD/GRNDS-SENIOR CTRHEAT	7,500.00	557.94	1,971.42	5,528.58	26%	5,000.00	324.29	1,905.70	3,094.30	38%
	01-448-401-0155	BLD/GRNDS - SENIOR CTR MAINT.	0.00	1,234.00	3,174.05	-3,174.05	0%	0.00	1,085.00	1,528.00	-1,528.00	0%
	01-448401-0160	BLD/GRNDS - BANDSTAND MAINTENANC	100.00	0.00	0.00	100.00	0%	100.00	0.00	0.00	100.00	0%
	01-448-401-0170	BLD/GRNDS - HANDTUB MAINTENANCE	300.00	75.04	230.73	69.27	77%	300.00	75.12	233.78	66.22	78%
	01-448-401-0175	BLD/GRNDS - DAM MAINTENANCE	3,000.00	15.04	1,700.04	1,299.96	57%	3,000.00	15.29	1,863.34	1,136.66	62%
	01-448-401-0180	BLD/GRNDS - TOWN CLOCK MAINTENAN	2,800.00	0.00	2,555.00	245.00	91%	250.00	0.00	36.66	213.34	15%
	01-448-401-0438	BLD/GRNDS - POLICE BUILDING MAINTENACE	10,000.00	3,231.40	7,614.31	2,385.69	76%	11,500.00	239.12	12,536.57	-1,036.57	109%
	01-448-402-0000	BLD/GRNDS- EQUIPMENTMAINTENANC	2,500.00	0.00	1,117.76	1,382.24	45%	2,500.00	0.00	1,102.08	1,397.92	44%
	01-448-405-0000	BLD/GRNDS - GROUNDS MAINTENANCE	32,000.00	286.62	16,542.63	15,457.37	52%	32,000.00	0.00	22,550.74	9,449.26	70%
	01-448-533-0000	BLD/GRNDS - MOSQUITO CONTROL	60,000.00	0.00	60,000.00	0.00	100%	60,000.00	20,000.00	60,000.00	0.00	100%
	01-448-800-0000	BLD/GRNDS - EQUIPMENT PURCHASE	2,500.00	1,555.84	1,555.84	944.16	62%	2,500.00	0.00	0.00	2,500.00	0%
Buildhg & Grounds			545,965.00	62,334.37	450,867.03	95,097.97	83%	482,233.00	47,214.21	368,195.55	114,037.45	76%
	01-449-101-0000	CEM - FULL TIME SALARIES	19,532.00	1,400.00	13,991.25	5,540.75	72%	19,053.00	1,502.40	16,184.11	2,868.89	85%
	01-449-103-0000	CEM - PART TIMESALARIES	11,050.00	0.00	2,163.67	8,886.33	20%	11,050.00	0.00	5,658.95	5,391.05	51%
	01449-202-0000	CEM - GENERALSUPPLIES	500.00	0.00	74.02	425.98	15%	500.00	0.00	314.65	185.35	63%
	01-449-302-0000	CEM - ELECTRICITY	250.00	15.57	133.66	116.34	53%	250.00	15.47	134.64	115.36	54%
	01-449-402-0000	CEM - EQUIPMENT MAINE	800.00	0.00	62.18	737.82	8%	800.00	0.00	0.00	800.00	0%
	01-449-702-0000	CEM - CONTRACTED SERVICES	5,000.00	0.00	0.00	5,000.00	0%	5,000.00	0.00	0.00	5,000.00	0%
	01-449-800-0000	CEM - EQUIPMENT PURCHASE	1,000.00	0.00	0.00	1,000.00	0%	600.00	0.00	0.00	600.00	0%
Cemetery			38,132.00	1,415.57	16,424.78	21,707.22	43%	37,253.00	1,517.87	22,292.35	14,960.65	60%

Town of Newmarket, New Hampshire
Preliminary Expense Report**
For the Period Ended April 30, 2018

			Fiscal Year 2018					Fiscal Year 2017				
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
	01-452-202-0000	VEHICLE - GENERAL SUPPLIES	3,000.00	380.68	3,573.75	-573.75	119%	3,000.00	316.25	2,782.88	217.12	93%
	01-452-209-0000	VEHICLE - GASOLINE	10,000.00	3,685.13	7,953.32	2,046.68	80%	16,000.00	2,047.93	5,762.72	10,237.28	36%
	01-452-210-0000	VEHICLE - DIESEL FUEL	30,000.00	5,363.37	21,148.27	8,851.73	70%	38,000.00	2,187.00	22,616.78	15,383.22	60%
	01-452-214-0000	VEHICLE - OIL	1,500.00	0.00	1,500.26	-0.26	100%	0.00	0.00	812.22	-812.22	0%
	01-452-402-0000	VEHICLE - EQUIP MAINT	60,000.00	4,512.44	47,534.96	12,465.04	79%	60,000.00	5,164.99	43,510.90	16,489.10	73%
	01-452-403-0000	VEHICLE - VEHICLE MAINT PUBLIC WORKS	48,000.00	4,929.56	41,953.38	6,046.62	87%	48,000.00	6,651.62	53,759.24	-5,759.24	112%
	01-452-403-0406	VEHICLE - VEHICLE MAINT REC	2,000.00	85.00	1,689.00	311.00	84%	2,000.00	692.12	957.19	1,042.81	48%
	01-452-403-0438	VEHICLE- VEHICLE MAINT POLICE	15,000.00	666.29	11,828.64	3,171.36	79%	15,000.00	1,051.81	8,232.86	6,767.14	55%
	01-452-403-0461	VEHICLE - VEHICLE MAINT FIRE	20,000.00	785.00	13,567.95	6,432.05	68%	20,000.00	217.00	8,361.42	11,638.58	42%
	01-452-404-0000	VEHICLE - RADIO MAINT	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	0.00	1,500.00	0%
	01-452-800-0000	VEHICLE - EQUIP PURCHASE	3,000.00	0.00	5,893.31	-2,893.31	196%	3,000.00	0.00	1,350.00	1,650.00	45%
Vehicle			194,000.00	20,407.47	156,642.84	37,357.16	81%	206,500.00	18,328.72	148,146.21	58,353.79	72%
	01-461-101-0000	FIRE/RES- FULL TIME SALARIES	86,475.00	6,294.30	65,689.66	20,785.34	76%	84,779.00	4,190.40	61,759.77	23,019.23	73%
	01-461-102-0000	FIRE/RES - OVERTIME	17,500.00	2,145.36	24,433.86	-6,933.86	140%	14,000.00	558.54	10,338.59	3,661.41	74%
	01-461-103-0000	FIRE/RES- PART TIME SALARIES	145,808.00	18,529.64	146,145.79	-337.79	100%	134,808.00	16,514.32	116,741.38	18,066.62	87%
	01-461-190-0000	FIRE/RES- TRAINING/STAFF DEVELOPMENT	20,000.00	600.00	11,261.84	8,738.16	56%	18,000.00	2,289.63	7,571.23	10,428.77	42%
	01-461-193-0000	FIRE/RES - UNIFORMS	12,000.00	1,320.25	11,137.34	862.66	93%	12,000.00	698.87	7,821.96	4,178.04	65%
	01-461-201-0000	FIRE/RES - POSTAGE	75.00	0.47	44.17	30.83	59%	75.00	0.46	19.82	55.18	26%
	01-461-202-0000	FIRE/RES- GENERAL SUPPLIES	7,500.00	4,066.13	8,468.93	-968.93	113%	6,500.00	438.79	4,905.74	1,594.26	75%
	01-461-202-0046	FIRE/RES- MEDICAL SUPPLIES	13,500.00	1,598.57	10,332.49	3,167.51	77%	13,500.00	956.06	11,098.27	2,401.73	82%
	01-461-209-0000	FIRE/RES- GASOLINE	900.00	8.28	337.07	562.93	37%	1,200.00	27.61	245.54	954.46	20%
	01-461-210-0000	FIRE/RES- DIESEL FUEL	7,000.00	340.03	4,957.45	2,042.55	71%	8,700.00	366.75	4,516.17	4,183.83	52%
	01-461-220-0000	FIRE/RES - AMBULANCE EXPENSES	10,000.00	1,935.79	7,111.97	2,888.03	71%	10,000.00	705.00	6,348.09	3,651.91	63%
	01-461-301-0000	FIRE/RES - COMMUNICATION SERVICES	5,800.00	1,251.91	6,063.21	-263.21	105%	6,500.00	544.61	5,126.97	1,373.03	79%
	01-461-310-0002	FIRE/RES - DUES/SUBSCRIPTIONS	5,800.00	0.00	4,232.95	1,567.05	73%	4,200.00	0.00	2,445.99	1,754.01	58%
	01-461-310-0055	FIRE/RES - FIRE PREVENTION	900.00	0.00	165.75	734.25	18%	900.00	0.00	0.00	900.00	0%
	01-461-402-0000	FIRE/RES - EQUIP MAINT	15,000.00	368.70	16,916.31	-1,916.31	113%	15,000.00	1,037.86	15,115.91	-115.91	101%
	01-461-518-0000	FIRE/RES - HAZMAT	2,500.00	0.00	2,146.00	354.00	86%	2,400.00	0.00	2,006.00	394.00	84%
	01-461-530-0000	FIRE/RES - MUTUAL AID CONTRACT	1,200.00	0.00	0.00	1,200.00	0%	1,200.00	0.00	590.00	610.00	49%
	01-461-800-0000	FIRE/RES - EQUIP PURCHASE	25,000.00	0.00	25,187.08	-187.08	101%	25,000.00	174.20	18,416.80	6,583.20	74%
Fire&Rescue			376,958.00	38,459.43	344,631.87	32,326.13	91%	358,762.00	28,503.10	275,068.23	83,693.77	77%
	01-463-103-0000	EM - PART TIME SALARIE	750.00	0.00	0.00	750.00	0%	750.00	0.00	750.00	0.00	100%
	01-463-190-0000	EM - TRAINING/STAFFDE	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	1,500.00	0.00	0.00	1,500.00	0%	450.00	0.00	0.00	450.00	0%
Emergency			3,000.00	0.00	0.00	3,000.00	0%	1,950.00	0.00	750.00	1,200.00	38%
	01-480-812-0000	GRANTS- MEM DAY PARADE	2,000.00	0.00	1,592.00	408.00	80%	2,000.00	0.00	0.00	2,000.00	0%
	01-480-813-0000	GRANTS- FESTIVAL SUPPORT	8,500.00	0.00	0.00	8,500.00	0%	0.00	0.00	0.00	0.00	0%
	01-480-814-0000	GRANTS- NWMKT ATHLETICASSOC	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	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	2,000.00	0.00	100%
	01-480-816-0000	GRANTS - NWMKT HISTORICAL SOCIETY	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%
	01-480817-0000	GRANTS - C.O.A.S.T.	23,000.00	0.00	20,000.00	3,000.00	87%	23,000.00	0.00	21,905.00	1,095.00	91%
	01-480-818-0000	GRANTS - VETERANS MEMORIAL	500.00	0.00	0.00	500.00	0%	500.00	0.00	0.00	500.00	0%
	01-480-819-0000	GRANTS - NWMKT HANOTUB ASSOC.	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%
Grants			61,500.00	0.00	45,092.00	16,408.00	73%	53,000.00	0.00	46,505.00	6,495.00	88%
	01-481-910-0000	SS GRANTS- RICHIE MCFARLAND	4,000.00	0.00	4,000.00	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%	10,403.00	0.00	10,403.00	0.00	100%
	01-481-915-0000	SS GRANTS - CHILD & FAMILY SERVICE	4,000.00	0.00	4,000.00	0.00	100%	4,000.00	0.00	0.00	4,000.00	0%
	01-481916-0000	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	600.00	-600.00	0%	600.00	0.00	600.00	0.00	100%
	01-481-918-0000	SS GRANTS - A SAFE PLACE	2,200.00	0.00	0.00	2,200.00	0%	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	0.00	1,000.00	0%	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	2,000.00	0.00	100%	2,000.00	0.00	0.00	2,000.00	0%
	01-481-923-0000	SS GRANTS - LINKED TOGETHER	0.00	0.00	0.00	0.00	0%	4,000.00	0.00	0.00	4,000.00	0%
	01-481-924-0000	SS GRANTS - ROCKINGHAM COUNTY NUTR	5,700.00	0.00	5,700.00	0.00	100%	5,326.00	0.00	5,623.00	-297.00	106%
	01-481-925-0000	SS GRANTS - AIDS RESPONSE	500.00	0.00	0.00	500.00	0%	500.00	500.00	500.00	0.00	100%
	01-481-926-0000	SS GRANTS - AMERICAN RED CROSS	1,000.00	0.00	0.00	1,000.00	0%	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%	1,500.00	0.00	1,500.00	0.00	100%
	01-481-929-0000	OTHER GRANTS - CHILD ADVOCACY CENTER	1,000.00	0.00	0.00	1,000.00	0%	500.00	0.00	1,000.00	-500.00	200%
	01-481-933-0000	OTHER GRANTS-CROSS ROADS HOUSE	1,000.00	0.00	0.00	1,000.00	0%	0.00	0.00	0.00	0.00	0%
Social Service Grant			43,303.00	0.00	37,203.00	6,100.00	86%	43,029.00	500.00	31,626.00	11,403.00	73%
	01-490-900-0011	CAP RES - REVALUATION	10,000.00	0.00	10,000.00	0.00	100%	10,000.00	0.00	10,000.00	0.00	100%
	01-490-900-0012	CAP RES - FIRE DEPARTMENT	50,000.00	0.00	50,000.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%
	01-490-900-0013	CAP RES - ROADWAY IMPROVEMENTS	175,000.00	0.00	175,000.00	0.00	100%	125,000.00	0.00	125,000.00	0.00	100%
	01-490-900-0016	CAP RES - PUBLIC WORKS	50,000.00	0.00	50,000.00	0.00	100%	80,000.00	0.00	80,000.00	0.00	100%
	01-490-900-0017	CAP RES - POLICE VEHICLES	48,000.00	0.00	48,000.00	0.00	100%	48,000.00	0.00	48,000.00	0.00	100%
	01-490-900-0019	CAP RES - BUILDING IMPROVEMENT	50,000.00	0.00	50,000.00	0.00	100%	50,000.00	0.00	50,000.00	0.00	100%
	01-490-900-0021	CAP RES - RECREATION FACILITIES	18,666.00	0.00	18,666.00	0.00	100%	18,666.00	0.00	18,666.00	0.00	100%
	01-490-900-0028	CAP RES- MASTER PLAN	10,000.00	0.00	10,000.00	0.00	100%	10,000.00	0.00	10,000.00	0.00	100%
	01-490-900-0036	CAP RES- VETERANS MEMORIAL	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%
	01-490-900-0074	CAP RES - POLICE DISPATCH EQUIP	29,449.00	0.00	29,449.00	0.00	100%	29,449.00	0.00	29,449.00	0.00	100%
	01-490-900-0079	CAP RES - MACALLEN DAM	50,000.00	0.00	50,000.00	0.00	100%	75,000.00	0.00	75,000.00	0.00	100%
	01-490-900-0085	CAP RES - STORM WATER MANAGEMENT	50,000.00	0.00	50,000.00	0.00	100%	75,000.00	0.00	75,000.00	0.00	100%
	01-490-900-0086	CAP RES - 300TH ANNIV.CELEBRATION EXP.TR	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%
	01-490-900-0087	CAP RES - COMPENSATED ABSENCE EXP.TRUS	0.00	0.00	100.00	0.00	100%	0.00	0.00	0.00	0.00	0%
Capital Reserve			555,115.00	0.00	555,115.00	0.00	100%	575,115.00	0.00	575,115.00	0.00	100%
		General Fund	2,289,072.00	446,744.04	5,939,288.14	1,349,783.86	81%	6,880,668.00	443,749.34	5,495,262.35	1,385,405.65	80%

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended April 30, 2018

			Fiscal Year 2018					Fiscal Year 2017				
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	BalanceYear	PercentUsed	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
	02-480-101-0000	LIBRARY - SALARIES	54,100.00	4,236.92	44,487.66	9,612.34	82%	54,100.00	4,236.92	44,840.74	9,259.26	83%
	02-480-103-0000	LIBRARY - PART TIME SALARIES	110,363.00	8,613.40	90,500.20	19,862.80	82%	108,013.00	8,586.40	90,158.78	17,854.22	83%
	02-480-150-0000	LIBRARY - FICA	9,161.00	870.34	8,600.53	560.47	94%	9,571.00	818.66	8,593.04	977.96	90%
	02-480-151-0000	LIBRARY - MEDICARE	2,143.00	191.87	2,011.48	131.52	94%	2,238.00	191.47	2,009.65	228.35	91%
	02-480-155-0000	LIBRARY - HEALTH INSURANCE	15,000.00	396.58	4,733.77	10,266.23	32%	15,000.00	481.91	4,819.10	10,180.90	32%
	02-480-156-0000	LIBRARY - RETIREMENT	5,811.00	482.16	5,460.69	350.31	94%	6,043.00	473.26	4,998.06	1,044.94	83%
	02-480-159-0000	LIBRARY - LIFE & DISABILITY	1,369.00	88.84	710.72	658.28	52%	750.00	88.84	818.76	-68.76	109%
	02-480-160-0000	LIBRARY-WORKERSCOMPENSATION	1,500.00	0.00	1,271.82	228.18	85%	1,500.00	0.00	1,500.00	0.00	100%
	02-480-161-0000	LIBRARY - UNEMPLOYMENT	1,011.00	0.00	660.64	350.36	65%	2,495.00	0.00	918.76	1,576.24	37%
	02480-190-0000	LIBRARY - TRAINING/STAFF DEVELOPMENT	2,000.00	50.00	692.40	1,307.60	35%	2,000.00	46.11	901.11	1,098.89	45%
	02-480-202-0000	LIBRARY - GENERAL SUPPLIES	4,927.00	794.52	3,882.40	1,044.60	79%	5,000.00	455.75	3,963.30	1,036.70	79%
	02480-301-0000	LIBRARY - TELEPHONE	1,800.00	123.23	1,242.78	557.22	69%	1,800.00	761.85	1,886.61	-86.61	105%
	02-480-302-0000	LIBRARY - ELECTRICITY	12,000.00	1,033.47	6,568.66	5,431.34	55%	12,000.00	0.00	5,500.97	6,499.03	46%
	02-480-303-0000	LIBRARY - HEAT & OIL	10,000.00	630.98	4,676.01	5,323.99	47%	12,000.00	873.59	4,430.37	7,569.63	37%
	02-480-304-0000	LIBRARY - WATER	700.00	0.00	313.33	386.67	45%	700.00	0.00	556.22	143.78	79%
	02-480-310-0005	LIBRARY - BOOKS/SUBSCRIPTIONS	40,970.00	2,733.46	31,707.91	9,262.09	77%	39,394.00	2,615.10	35,671.01	3,722.99	91%
	02-480-330-0000	LIBRARY - ELECTRONICINFO - OTHER	9,500.00	0.00	7,866.30	1,633.70	83%	9,500.00	0.00	9,541.00	-41.00	100%
	02-480-350-0000	LIBRARY - PROGRAMS	4,000.00	11.69	3,250.82	749.18	81%	2,000.00	300.00	1,889.97	110.03	94%
	02-480-401-0000	LIBRARY - BUILDING MAINTENANCE	23,000.00	1,559.00	9,038.75	13,961.25	39%	23,000.00	1,013.00	104,092.75	-81,092.75	453%
	02-480-402-0000	LIBRARY- EQUIPMENT MAINTENANCE/LEASE	600.00	43.00	497.00	103.00	83%	600.00	43.00	486.22	113.78	81%
	02480-504-0000	LIBRARY-PROPERTYLIABILITYINS	5,000.00	0.00	4,234.65	765.35	85%	5,000.00	0.00	5,000.00	0.00	100%
	02-480-800-0000	LIBRARY- EQUIPMENT PURCHASE	2,000.00	0.00	1,484.57	515.43	74%	2,000.00	0.00	773.55	1,226.45	39%
Library			316,955.00	21,809.46	233,893.09	83,061.91	74% 6	314,704.00	20,985.86	333,349.97	-18,645.97	106%
	05-406-101-0000	RECREATION - FULL TIMESALARIES	0.00	735.84	7,735.77	-7,735.77	0%	0.00	0.00	0.00	0.00	0%
	05-406-103-0000	RECREATION - PARTTIMESALARIES	142,420.00	1,809.75	97,677.96	44,742.04	69%	124,440.00	2,578.50	86,812.93	37,627.07	70%
	05-406-111-0000	RECREATION - WORK STUDY	1,000.00	0.00	-2,460.00	3,460.00	-246%	2,000.00	0.00	3,460.00	-1,460.00	173%
	05-406-150-0000	RECREATION - FICA	8,830.00	152.60	6,480.96	2,349.04	73%	7,715.00	159.87	5,459.24	2,255.76	71%
	05-406-151-0000	RECREATION - MEDI	2,065.00	35.70	1,515.82	549.18	73%	1,804.00	37.40	1,276.92	527.08	71%
	05-406-156-0000	REC- NH RETIREMENT	000	83.74	880.37	-880.37	90%	0.00	000	0.00	0.00	60%
	05-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPMEI	2,500.00	0.00	40.66	2,459.34	2%	2,000.00	0.00	886.79	1,113.21	44%
	05-406-192-0000	RECREATION - MEALALLOWANCE	350.00	0.00	384.77	-34.77	110%	350.00	0.00	151.35	198.65	43%
	05-406-201-0000	RECREATION - POSTAGE	600.00	0.00	72.86	527.14	12%	1,000.00	0.00	49.55	950.45	5%
	05-406-202-0000	RECREATION - GENERALSUPPLIES	1,500.00	0.00	340.99	1,159.01	23%	1,650.00	188.6	1,225.99	424.01	74%
	05-406-202-0034	RECREATION - ATHLETICSUPPLIES	3,000.00	0.00	94.98	2,905.02	3%	8,830.00	0.00	2,499.11	6,330.89	28%
	05-406-202-0036	RECREATION - CLASS SUPPLIES	10,000.00	10.76	12,993.68	-2,993.68	130%	2,954.00	1,536.11	7,429.85	-4,475.85	252%
	05-406-301-0000	RECREATION - COMMUNICATION SERVICES	000	-323.28	70.00	-70.00	0%	0.00	0.00	0.00	0.00	0%
	05-406-302-0000	RECREATION - ELECTRICITY	000	0.00	75.26	-75.26	0%	0.00	0.00	115.93	-115.93	0%
	05-406-302-0001	RECREATION - FIELD LIGHTS	2,000.00	76.70	2,684.26	-684.26	134%	5,000.00	76.47	2,798.72	2,201.28	56%
	05-406-310-0002	RECREATION - DUES/SUBSCRIPTIONS	150.00	0.00	381.98	-231.98	255%	150.00	0.00	170.02	-20.02	113%
	05-406-310-0003	RECREATION - ADVERTISING	300.00	0.00	50.95	249.05	17%	800.00	0.00	3.44	796.56	0%
	05-406-402-0000	RECREATION - EQUIPMENT MAINTENANCE/U	2,300.00	0.00	309.50	1,990.50	13%	2,000.00	0.00	1,474.62	525.38	.4%
	05-406-460-0000	RECREATION - BANK FEES	3,150.00	1,575.43	4,770.54	-1,620.54	151%	0.00	1,463.02	3,991.54	-3,991.54	0%
	05-406-501-0000	RECREATION - PRINTING & PUBLISHING	5,000.00	0.00	234.94	4,765.06	5%	8,163.00	0.00	0.00	8,163.00	0%
	05-406-508-0000	RECREATION - BUS TRIPS	50,000.00	63.19	36,890.44	13,109.56	74%	36,000.00	1,231.15	29,283.86	6,716.14	81%
	05-406-702-0000	RECREATION - CONTRACTUAL SERVICES	5,000.00	2,409.40	9,551.60	-4,551.60	191%	5,000.00	0.00	3,480.00	1,520.00	70%
	05-406-800-0000	RECREATION - EQUIPMENT PURCHASE	3,000.00	0.00	556.28	2,443.72	19%	3,000.00	0.00	1,448.05	1,551.95	48%
	05-406-902-0000	RECREATION - SUMMER CAMP	12,000.00	1,775.26	12,610.55	-610.55	105%	9,000.00	2,014.89	15,251.23	-6,251.23	169%
	05-406-902-0037	RECREATION - TEEN CAMP	3,000.00	527.00	2,363.56	636.44	79%	2,500.00	0.00	1,343.94	1,156.06	54%
	05-406-904-0000	RECREATION - SUNRISESUNSETSRCTR	4,180.00	367.50	2,779.03	1,400.97	66%	3,927.00	147.00	2,089.22	1,837.78	53%
	05-406-905-0000	RECREATION - SPLASH PAD	3,770.00	0.00	5,245.04	-1,475.04	139%	5,000.00	0.00	0.00	5,000.00	0%
	05-406-906-0000	RECREATION - SPECIAL EVENTS	13,000.00	323.18	12,456.55	543.45	96%	10,150.00	1,316.00	10,835.58	-685.58	107%
Recreation			279,315.00	9,622.77	216,789.30	62,525.70	78% 9	243,433.00	10,599.27	181,537.88	61,895.12	75%
	07-450-103-0000	SW- PARTTIME	11,556.00	906.44	9,613.17	1,936.83	83%	11,156.00	888.46	9,468.12	1,687.88	85%
	07-450-202-0000	SW - GENERALSUPPLIES	25,000.00	58.44	17,928.48	7,071.52	72%	15,000.00	73.99	16,146.34	-1,146.34	108%
	07-450-310-0002	SW - DUES/SUBSCRIPTIONS	800.00	0.00	0.00	800.00	0%	800.00	100.00	150.00	650.00	19%
	07-450-402-0000	SW - EQUIPMENTLEASE	1,200.00	5.00	1,000.00	200.00	83%	1,200.00	50.00	1,100.00	100.00	92%
	07-450-403-0000	SW - VEHICLE MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0%	6,500.00	0.00	0.00	6,500.00	0%
	07-450-501-0000	SW - PRINTING & PUBLICATION	500.00	0.00	0.00	500.00	0%	500.00	0.00	0.00	500.00	0%
	07-450-532-0000	SW - FREON REMOVAL	1,500.00	0.00	1,048.00	452.00	70%	2,300.00	0.00	1,179.00	1,121.00	51%
	07-450-536-0000	SW - HOUSEHOLD HAZARDOUS	0.00	0.00	0.00	0.00	0%	10,000.00	0.00	11,543.07	-1,543.07	115%
	07-450-702-0047	SW - LAMPREY REG. CO-OP	2,100.00	0.00	2,028.08	71.92	97%	2,100.00	0.00	0.00	2,100.00	0%
	07-450-702-0048	SW - MSWCCONTRACT	165,000.00	18,997.61	151,599.27	13,400.73	92%	163,000.00	14,583.65	126,119.25	36,880.75	77%
	07-450-702-0049	SW - RECYCLING CONTRACT	160,000.00	17,293.67	161,497.33	-1,497.33	101%	152,000.00	11,508.55	143,837.16	8,162.84	95%
	07-450-702-0050	SW - CONSTRUCTION DEBRIS	54,000.00	2,293.37	33,975.30	20,024.70	63%	47,000.00	2,071.29	35,198.49	11,801.51	75%
	07-450-702-0051	SW - POST CLOSURE LANDFILL TEST	35,000.00	1,098.58	14,606.34	20,393.66	42%	30,000.00	0.00	23,882.32	6,117.68	92%
	07-450-800-0000	SW - EQUIPMENTPURCHASE	5,800.00	0.00	0.00	5,800.00	0%	5,800.00	0.00	0.00	5,800.00	0%
Solid Waste			464,450.00	40,698.11	393,295.97	71,154.03	85%	447,356.00	29,275.94	368,623.75	78,732.25	82%

Town of Newmarket, New Hampshire
Preliminary Expense Report[ab]
For the Period Ended April 30, 2018

			Fiscal Year 2018					Fiscal Year 2017				
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Used
	20-451-101-0000	WATER - FULL TIME SALARIES	150,631.00	11,476.76	113,316.79	37,314.21	75%	131,004.00	9,696.34	103,158.14	27,845.86	79%
	20-451-102-0000	WATER - OVERTIME	10,000.00	420.00	11,648.39	-1,648.39	116%	10,000.00	1,087.21	8,704.09	1,295.91	87%
	20-451-103-0000	WATER - PART TIME SALARIES	0.00	344.40	3,615.22	-3,615.22	0%	8,487.00	336.00	2,407.11	6,079.89	28%
	20-451-150-0000	WATER - FICA	8,490.00	696.50	7,391.59	1,098.41	87%	8,150.00	631.66	6,512.37	1,637.63	80%
	20-451-151-0000	WATER - MEDICARE	1,986.00	162.90	1,726.44	259.56	87%	1,906.00	147.73	1,516.58	389.42	80%
	20-451-155-0000	WATER - HEALTH INSURANCE	55,875.00	0.00	35,510.00	20,365.00	64%	47,153.00	3,416.64	34,166.40	12,986.60	72%
	20-451-156-0000	WATER - RETIREMENT	15,077.00	1,342.47	13,802.32	1,274.68	92%	14,157.00	1,187.76	12,432.59	1,724.41	88%
	20-451-159-0000	WATER - LIFE/DISABILITY INSURANCE	1,316.00	105.14	841.12	474.88	64%	1,542.00	105.14	1,031.46	510.54	67%
	20-451-160-0000	WATER - WORKERS COMPENSATION	5,000.00	0.00	4,239.41	760.59	85%	4,939.00	0.00	4,939.00	0.00	100%
	20-451-161-0000	WATER - UNEMPLOYMENT	892.00	0.00	583.02	308.98	65%	2,201.00	0.00	810.35	1,390.65	37%
	20-451-190-0000	WATER - TRAINING/STAFF DEVELOPMENT	2,000.00	0.00	1,464.38	535.62	73%	2,000.00	180.00	1,042.64	957.36	52%
	20-451-193-0000	WATER - UNIFORMS	2,500.00	697.85	1,723.47	776.53	69%	2,500.00	79.08	1,512.71	987.29	61%
	20-451-198-0000	WATER - LONGEVITY	1,318.00	0.00	1,012.50	305.50	77%	1,013.00	0.00	1,012.50	0.50	100%
	20-451-201-0000	WATER - POSTAGE	3,700.00	487.97	1,997.34	1,702.66	54%	6,500.00	2.53	1,567.82	4,932.18	24%
	20-451-202-0000	WATER - GENERAL SUPPLIES	3,500.00	730.03	3,969.56	-469.56	113%	3,000.00	330.83	2,662.85	337.15	89%
	20-451-202-0002	WATER - DUES/SUBSCRIPTIONS	1,050.00	0.00	714.00	336.00	68%	1,050.00	0.00	198.00	852.00	19%
	20-451-202-0003	WATER - ADVERTISING	2,500.00	0.00	308.89	2,191.11	12%	2,500.00	0.00	0.00	2,500.00	0%
	20-451-209-0000	WATER - GASOLINE	3,700.00	261.82	2,099.78	1,600.22	57%	3,700.00	219.48	2,138.33	1,561.67	58%
	20-451-211-0000	WATER - LP GAS	20,000.00	2,926.46	10,751.69	9,248.31	54%	20,000.00	2,455.31	9,242.54	10,757.46	46%
	20-451-217-0000	WATER - CHEMICALS	23,000.00	0.00	16,840.84	6,159.16	73%	18,000.00	2,287.87	13,544.43	4,455.57	75%
	20-451-301-0000	WATER - COMMUNICATION SERVICES	3,800.00	522.99	4,048.55	-248.55	107%	3,800.00	290.60	3,263.99	536.01	86%
	20-451-302-0000	WATER - ELECTRICITY	54,000.00	4,770.05	43,032.63	10,967.37	80%	53,000.00	5,082.33	40,524.71	12,475.29	76%
	20-451-401-0000	WATER - BUILDING MAINTENANCE	7,000.00	388.36	4,500.18	2,499.82	64%	7,000.00	0.00	4,483.88	2,516.11	64%
	20-451-402-0000	WATER - EQUIPMENT MAINTENANCE/LEASE	4,000.00	0.00	76.65	3,923.35	2%	4,000.00	0.00	0.00	4,000.00	0%
	20-451-403-0000	WATER - VEHICLE MAINTENANCE	5,000.00	43.50	720.22	4,279.78	14%	5,000.00	98.00	722.22	4,277.78	14%
	20-451-406-0000	WATER - SYSTEM MAINTENANCE	50,000.00	4,286.87	39,917.13	10,082.87	80%	50,000.00	1,529.00	30,227.57	19,772.43	60%
	20-451-504-0000	WATER - PROPERTY-LIABILITY INSURANCE	5,179.00	0.00	4,377.64	801.36	85%	5,179.00	0.00	5,179.00	0.00	100%
	20-451-702-0000	WATER - CONTRACTED SERVICES	15,000.00	537.50	9,395.25	5,604.75	63%	10,000.00	522.00	9,176.85	823.15	92%
	20-451-703-0000	WATER - AUDIT	3,484.00	0.00	4,384.50	-900.50	126%	3,484.00	0.00	3,484.00	0.00	100%
	20-451-704-0000	WATER - ENGINEERING	25,000.00	5,754.56	23,823.02	1,176.98	95%	25,000.00	0.00	5,731.99	19,268.01	23%
	20-451-900-0000	WATER - TRANSFER TO CAPITAL RESERVE	364,000.00	0.00	364,000.00	0.00	100%	364,000.00	0.00	364,000.00	0.00	100%
	20-451-950-0000	WATER - BONDS & NOTES PRINCIPLE	152,854.00	0.00	131,661.13	21,192.87	86%	52,750.00	0.00	0.00	52,750.00	0%
	20-451-951-0000	WATER - BONDS & NOTES INTEREST	115,928.00	0.00	69,123.06	46,804.94	60%	39,798.00	0.00	31,094.56	8,703.44	78%
	20-451-954-0000	WATER - LAND ACQUISITION	20,000.00	0.00	20,000.00	0.00	100%	20,000.00	28,135.56	20,864.34	-864.34	104%
Water			1,179,780.00	358,516.06	972,616.71	185,163.29	84%	972,613.00	15,609.85	727,753.05	245,997.95	75%
	30-471-101-0000	WW - FULL TIME SALARIES	247,661.00	21,932.41	201,431.69	46,229.31	81%	230,469.00	16,942.75	179,526.39	50,942.61	78%
	30-471-102-0000	WASTEWATER - OVERTIME	19,000.00	1,625.29	16,697.55	2,302.45	88%	19,000.00	1,272.16	13,964.69	5,035.31	73%
	30-471-103-0000	WASTEWATER PART TIME SALARIES	0.00	344.40	3,623.22	-3,623.22	0%	8,487.00	336.00	2,407.28	6,079.72	28%
	30-471-150-0000	WASTEWATER - FICA	15,842.00	1,344.83	12,628.77	3,213.23	80%	14,204.00	1,047.24	11,329.75	2,874.25	80%
	30-471-151-0000	WASTEWATER - MEDICARE	3,705.00	314.51	2,953.57	751.43	80%	3,322.00	244.91	3,649.80	672.20	80%
	30-471-155-0000	WASTEWATER - HEALTH INSURANCE	97,362.00	0.00	67,060.42	30,301.58	69%	71,120.00	5,918.10	59,181.03	11,938.97	83%
	30-471-156-0000	WASTEWATER - RETIREMENT	26,328.00	2,646.71	24,887.71	1,440.29	95%	24,674.00	1,995.51	21,821.29	2,852.71	88%
	30-471-159-0000	WASTEWATER - LIFE/DISABILITY INSURANCE	1,923.00	268.32	1,782.16	140.84	93%	2,195.00	200.92	1,833.22	361.78	84%
	30-471-160-0000	WASTEWATER - WORKERS COMPENSATION	6,000.00	0.00	5,087.29	912.71	85%	5,899.00	0.00	5,899.00	0.00	100%
	30-471-161-0000	WASTEWATER - UNEMPLOYMENT INSURANC	1,279.00	0.00	835.71	443.29	65%	3,157.00	0.00	1,162.68	1,994.32	37%
	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 DEVELOPM	5000.00	1,035.00	4,299.21	700.79	86%	5,000.00	0.00	3,420.36	1,579.64	68%
	30-471-193-0000	WASTEWATER-UNIFORMS	4,100.00	1,202.01	4,183.00	-83.00	102%	3,700.00	156.69	4,540.74	-840.74	123%
	30-471-198-0000	SEWER - LONGEVITY	1,993.00	0.00	1,912.50	80.50	96%	1,913.00	0.00	1,687.50	225.50	88%
	30-471-201-0000	WASTEWATER - POSTAGE	3,700.00	489.96	2,004.68	1,695.32	54%	6,500.00	2.53	2,303.98	4,196.02	35%
	30-471-202-0000	WASTEWATER - GENERAL SUPPLIES	4,000.00	2,156.73	6,864.40	-2,864.40	172%	3,000.00	416.17	4,111.83	-1,111.83	137%
	30-471-202-0002	WASTEWATER - DUES/SUBSCRIPTIONS	900.00	0.00	1,375.92	-475.92	153%	800.00	0.00	210.00	590.00	26%
	30-471-202-0003	WASTEWATER - ADVERTISING	2,900.00	0.00	496.00	2,404.00	17%	2,000.00	0.00	0.00	2,000.00	0%
	30-471-209-0000	WASTEWATER - GASOLINE	5,000.00	168.73	1,052.40	3,947.60	21%	5,000.00	112.75	1,212.89	3,787.11	24%
	30-471-215-0000	WASTEWATER - LAB SUPPLIES	30,000.00	3,137.48	22,877.53	7,122.47	76%	30,000.00	3,292.17	20,617.06	9,382.94	69%
	30-471-217-0000	WASTEWATER - CHEMICALS	45,000.00	1,032.00	17,219.60	27,780.40	38%	53,000.00	1,678.00	19,512.16	33,487.84	37%
	30-471-301-0000	WASTEWATER - COMMUNICATION SERVICES	8,000.00	1,184.35	6,377.45	1,622.55	80%	6,800.00	689.53	5,444.55	1,355.45	80%
	30-471-302-0000	WASTEWATER - ELECTRICITY	175,000.00	10,272.09	76,944.06	98,055.94	44%	144,000.00	9,407.69	73,699.35	70,300.65	51%
	30-471-303-0000	WASTEWATER - HEAT & OIL	25,000.00	0.00	16,938.73	8,061.27	68%	35,000.00	3,440.00	6,804.32	28,195.68	19%
	30-471-401-0000	WASTEWATER - BUILDING MAINTENANCE	25,000.00	1,147.63	44,276.45	-19,276.45	177%	25,000.00	497.73	17,412.28	7,587.72	70%
	30-471-402-0000	WW-EQUIPMENT MAINTENANCE	0.00	0.00	76.65	-76.65	0%	0.00	0.00	0.00	0.00	0%
	30-471-403-0000	WASTEWATER - VEHICLE MAINTENANCE	5,000.00	770.48	6,477.33	-1,477.33	130%	5,000.00	0.00	2,257.54	2,742.46	45%
	30-471-406-0000	WASTEWATER - SYSTEM MAINTENANCE	50,000.00	7,439.33	42,055.35	7,944.65	84%	50,000.00	1,416.49	23,728.20	26,271.80	47%
	30-471-504-0000	WASTEWATER - PROPERTY/LIABILITY INSURAI	10,575.00	0.00	8,942.27	1,632.73	85%	10,575.00	0.00	10,575.00	0.00	100%
	30-471-538-0000	WASTEWATER - SLUDGE DISPOSAL	110,000.00	9,245.98	49,548.39	60,451.61	45%	55,000.00	11,517.18	27,462.89	27,537.11	50%
	30-471-602-0000	WASTE WATER - LEGAL EXPENSES	0.00	0.00	15,500.00	-15,500.00	0%	0.00	0.00	0.00	0.00	0%
	30-471-702-0000	WASTEWATER - CONTRACT SERVICES	17,000.00	10,814.48	18,644.62	-1,644.62	110%	13,000.00	1,710.00	6,212.50	6,787.50	48%
	30-471-703-0000	WASTEWATER - AUDIT	3,425.00	0.00	4,310.50	-885.50	126%	3,425.00	0.00	3,425.00	0.00	100%
	30-471-704-0000	WASTEWATER - ENGINEERING	30,000.00	0.00	14,282.40	15,717.60	48%	30,000.00	666.01	15,742.32	14,257.68	52%
	30-471-804-0000	WASTEWATER - NPDES PERMITS	100,000.00	26,623.78	26,623.78	73,376.22	27%	0.00	0.00	0.00	0.00	0%
	30-471-900-0000	WASTEWATER - TRANSFER TO CAPITAL RESER	275,700.00	0.00	275,700.00	0.00	100%	174,200.00	0.00	174,200.00	0.00	100%
	30-471-950-0000	WW - BONDS & NOTES PRINCIPLE	516,140.00	0.00	301,387.06	214,752.94	58%	102,540.00	0.00	102,540.06	-0.06	100%
	30-471-951-0000	WW-BONDS & NOTES INTEREST	103,140.00	0.00	169,882.94	-66,742.94	164%	29,000.00	0.00	29,000.91	-0.91	100%
Sewer			2,182,426.00	104,216.52	1,597,241.31	585,184.69	73%	1,177,968.00	63,960.53	856,132.57	321,835.43	73%
		Total Operating Budget	3,362,206.00	462,732.58	2,569,857.52	792,348.48	76%	2,150,581.00	79,570.38	1,583,885.62	566,695.38	74%

Town Hall
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Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: May 16, 2018

TITLE: Resolution #2017/2018-46- Enter into Agreement with GZA GeoEnvironmental Inc. for Final Design and Engineering Services related to the Rehabilitation of the Macallen Dam

PREPARED BY: Diane Hardy, Director of Planning and Community Development

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

BACKGROUND:
The Town is required to address deficiencies related to the Macallen Dam, as the result of a Letter of Deficiency issued by the New Hampshire Department of Environmental Services. (See attached.) In July 2017, the Town hired GZA Geoenvironmental Inc. to evaluate conceptual design options and prepare related stability analyses to address the dam safety issues. These options are detailed in the attached final summary report which has been approved by the New Hampshire DES. The Macallen Dam Study Committee has examined these options and reported back to the Town Council with a recommended course of action related to rehabilitation of the dam at the December 6, 2017 Town Council meeting.

DISCUSSION:
There were three (3) specific options, (with various wall heights, alignments, and gate alternatives) that were evaluated by GZA and considered by the Macallen Dam Study Committee. These involved raising the abutment walls on either side of the dam to address the spillway capacity issues. As an additional work task, GZA evaluated modifications to the existing gate structure. At a meeting on November 2017, the Committee selected the Pneumatically-Operated Gate Option, as the "Preferred Alternative" which involves the replacement of the existing antiquated gate structure, installation of an automated crest gate system, repair of left and right training walls adjacent to the dam, a slight increase in the height of the right wall abutment, and the addition of earthen fill and safety fencing. See attached "Action Plan: Conceptual Design Modifications to the Macallen Dam'.

FISCAL IMPACT:
As part of GZA's work, estimates were provided for each alternative ranging in cost from $1,460,000 to $1,540,000. (See attached reports for cost analyses).This resolution before the Town Council will provide funding to continue final engineering and design related to the "Preferred Alternative". Construction costs for this alternative is estimated at $1,230,000. Proposal has been provided for the necessary final design and engineering. Note: GZA was selected through a competitive negotiation (RFQ/RFP) process in accordance with the Town's procurement requirements. Three firms were interviewed for engineering services for the Macallen Dam. GZA was the top-ranking consultant with the most cost-effective pricing.

Funding is available in the Macallen Dam Capital Reserve fund for this purpose. This will allow us to proceed with the next stage of engineering, so that the Town will be in a position to recommend bond financing for construction for a vote at the March 2019 Town Meeting.

RECOMMENDATION:
It is recommended that the Town Council approve this resolution to authorize the Town Administrator to enter into an agreement with GZA GeoEnvironmental Inc. in an amount not to exceed $202,600 for final design and permitting of the "Preferred Alternative" and to withdraw said amount from the previously established Macallen Dam Capital Reserve Fund.

ATTACHMENTS:

Description	Upload Date	Type
Resolution 2018-2019-46	5/1/2018	Cover Memo
Action Plan	4/26/2018	Cover Memo
Letter of Deficiency	4/26/2018	Cover Memo
Summary Report Meeting	4/26/2018	Cover Memo
GZA's Proposal for Final Engineering and Design	4/26/2018	Cover Memo

CHARTERED JANUARY 1, 1991 FOUNDED DECEMBER 15, 1727

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution 2018-2019-46

Authorizing the Town Administrator to Enter into an Agreement with GZA GeoEnvironmental, Inc. for Final Design and Engineering Services related to the Rehabilitation of the Macallen Dam

WHEREAS: The State of New Hampshire Department of Environmental Services (NH DES) has issued a Letter of Deficiency (LOD) for the Town-owned Macallen Dam located in downtown Newmarket on the Lamprey River and the Town of Newmarket is required to address the issues identified in the Letter of Deficiency; and

WHEREAS: The Town Council in August 20, 2014 formed the Macallen Dam Study Committee to examine options for addressing the Town's Letter of Deficiency and to report back to the Town Council with a recommended course of action related to the removal, preservation or other possibilities for the Macallen Dam; and

WHEREAS: The Town has issued a Request for Qualification (RFQ) and solicited Proposals for professional engineering services related to the Macallen Dam; and

WHEREAS: The Macallen Dam Study Committee interviewed three firms to provide engineering services for the Macallen Dam, and GZA was selected as the top ranking consultant in accordance with the Town's procurement requirements; and

WHEREAS: In July 2017, GZA GeoEnvironmental Inc. was hired by the Town of Newmarket to provide conceptual design options and stability analysis to address specific dam safety issues at the dam as detailed in the "Macallen Dam: Stability Analysis and Conceptual Design of Remedial Alternatives Summary Report", which has been reviewed and approved by the New Hampshire Department of Environmental Services; and

WHEREAS: The Macallen Dam Study Committee reviewed all options and at its meeting on November 2, 2017 selected the Pneumatically-Operated Gate Option as the "Preferred Alternative" as outlined in the "Action Plan: Conceptual Design Modifications to the Macallen Dam Memorandum"; and

WHEREAS: The "Preferred Alternative" involves demolition of the existing antiquated concrete gate structure and installation of an automated crest gate in the same location left of the existing spillway. It includes rehabilitation and repair of the left and right training walls and slight raising of the right abutment and the addition of earthen fill with a safety fence; and

WHEREAS: The estimated cost for the construction of the "Preferred Alternative" is $1,230,000 which will be refined and recommended to be considered for bond financing for a Town Meeting Vote in March 2019; and

WHEREAS: The committee recommends contracting with GZA GeoEnvironmental Inc. of Bedford NH to provide further engineering services related to Final Design and Permitting; and

WHEREAS: Work under this Agreement will not commence until after July 1, 2018, at which time the projected balance in the Macallen Dam Capital Reserve Fund will be$ 211,664,

WHEREAS: GZA has submitted a proposal to the Town, which involves the following components:

Base Line Scope		**$ 195,900**	(Final Design and Permitting)
Task 1	Project Coordination	$ 3,200	
Task2	Project Kick-off/consultation	8,400	
Task 3	Field Investigations/Data collection	12,900	
Task 4	Final Design	127,700	
Task 5	Permitting [1]	34,900	
Task 6	Bidding Services	8,800	
Allowance for Fees	*(Estimated)*	**$ 6,700**	
NHDES	Wetland Permit	$ 2,700	
NHDES	Dam Permit	4,000	

1. Allowance for fees separate from and in addition to price listed for specific tasks.

Total Contract Amount	**$ 202,600**

NOW, THEREFORE, BE IT RESOLVED BY THE NEWMARKET TOWN COUNCIL THAT:

The Town Council authorizes the Town Administrator to enter into an agreement with GZA GeoEnvironmental Inc.in an amount not to exceed **$202,600** for final design and permitting of the "Preferred Alternative" and to withdraw said amount from the previously established Macallen Dam Capital Reserve Fund.

First Reading: *May 2, 2018*

Second Reading:

Approval:

Approved: _____

Dale Pike, Chair Newmarket Town Council

A True Copy Attest: _____

Terri Littlefield, Town Clerk

GZA
Proactive by Design

GEOTECHNICAL
ENVIRONMENTAL
ECOLOGICAL
WATER
CONSTRUCTION MANAGEMENT

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March 26, 2018
File No. 01.0173346.00

Newmarket Town Hall
Town Council Chambers
186 Main Street
Newmarket, NH 03857

Re: Action Plan: Conceptual Design Modifications to Macallen Dam
Newmarket, New Hampshire

Dear Committee Members:

GZA GeoEnvironmental, Inc. (GZA) is pleased to present to the Macallen Dam Study Committee (Committee), the Town of Newmarket, New Hampshire and the New Hampshire Department of Environmental Services (NHDES) Dam Bureau the following Action Plan for the Macallen Dam. The Action Plan specifies the actions to be taken to address the identified deficiencies at Macallen Dam, located in Newmarket, New Hampshire, as outlined in the September 27, 2010 Letter of Deficiency (LOD) and presents a proposed timeframe for undertaking these actions. This plan has been developed in accordance with our proposal dated July 11, 2017, executed on July 20, 2017. This document is subject to the Limitations presented in **Appendix A**.

This Action Plan outlines the next steps to bring the Macallen Dam into compliance with New Hampshire Dam Safety Regulations and focuses on the preferred repair alternative developed by GZA in accordance with our proposal scope and approved by the Committee. Please refer to the November 22, 2017 Engineering Summary Report entitled "Macallen Dam: Stability Analysis and Conceptual Design of Remedial Alternatives" for additional background information for the dam and deficiencies and our development of conceptual designs, related stability analyses, and conceptual level budgetary cost estimates associated with the rehabilitation of the Macallen Dam.

Deficiencies and Remedial Measures

In accordance with RSA 482:12 and Env-Wr 302.02, the Macallen Dam was inspected by the NHDES Dam Bureau on November 5, 2009. Safety issues were identified at the dam in a Letter of Deficiency issued by the NHDES in September 2010, based on the 2009 inspection. The LOD advised the Town of the multiple items that constituted deficiencies that NDHES believes should be remedied. In addition, the Town had previously received an LOD in May 2008 requesting the Town evaluate and determine whether the spillway capacity of the dam is adequate to safely pass the peak flow during the design flood.

Significant work has been completed to evaluate the feasibility of restoring or removing Macallen Dam, as well as assessment of potential impacts of various restoration/removal scenarios. Over the ensuing years, the Town subsequently authorized multiple studies by multiple engineering consultant firms, ultimately culminating in GZA's November 22, 2017

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Engineering Summary Report, which summarized the pertinent issues identified in the letters of deficiency and previous studies performed at the dam. The Report also outlined analyses completed to further advance conceptual design and subsequent rehabilitation of the dam which are intended to fulfill the requirements of the LOD. The report presented a "Preferred Alternative" that was selected by the Committee as the recommended alternative to be developed further as part of a final design to rehabilitate the dam.

Preferred Alternative

GZA developed three (3) conceptual alternatives associated with raising the abutment walls to address the dam's spillway capacity requirements. As an additional task item, the Town requested that GZA evaluate modifications to the existing gate structure to increase spillway capacity, therefore, minimizing the height to which the abutments will be required to be raised. GZA presented the conceptual design alternatives to the Committee and NHDES during meetings held on October 11, 2017 and November 2, 2017. During the meeting held between GZA, the Committee, and NHDES on November 2, 2017, the Committee selected the Pneumatically-Operated Gate option as the "preferred Alternative" to be developed further for final design. This alternative includes demolition of the existing concrete gate structure and installation of an automated crest gate in that same location to the left of the existing spillway. This option also includes rehabilitation and repair of the left and right training walls, and slight raising of the right abutment. The conceptual design for raising the right abutment includes the addition of earthen fill with a safety fence. During final design, installation of some form of a structural wall could be considered with this alternative.

This preferred alternative was then presented to the Town Council during a public presentation held at the Town Council Chambers on December 6, 2017. The purpose of the meeting was to present the results of the abutment stability analysis, conceptual design, cost estimates, and recommended next steps for the Town in implementing the results of the study. Execution of the preferred alternative will increase the hydraulic capacity of Macallen Dam and address deficiencies identified by the NHDES in their 2008 and 2010 LODs at the Macallen Dam. The Engineering Summary Report provides additional justification for the proposed dam modifications and engineering analyses indicating the proposed alternative meets required factors of safety for the assessed component as outlined in New Hampshire Dam Safety Regulations. Construction of the proposed alternative will bring the dam into compliance with applicable regulations.

Next Steps

The NHDES Dam Bureau reviewed the Engineering Summary Report dated November 22, 2017 and attended the Public Presentation held on December 6, 2017. The NHDES Dam Bureau provided a letter dated February 13, 2018 indicating acceptance of the approach, design, and conceptual alternatives, including approval of the fail-safe crest gate system, presented in the Engineering Summary Report and findings presented at the Public Meeting (see Attachment 1). It should be noted that the approval letter from NHDES does not include approval of final hydraulics, resulting peak water surface elevation, and associated design elevation for the raised abutments. Final hydrologic and hydraulic analysis, review, and approval will be required during final engineering design. GZA does not anticipate this analysis to significantly change the results presented in our Summary Report upon which the "preferred alternative" was based, nor our conceptual-level estimate of the rehabilitation costs anticipated for its implementation.

Following approval of the preferred conceptual design alternative by NHDES, the Committee may begin the next steps to implement the repairs and address the deficiencies.

Below is an estimated outline and assumed timeline to implement the conceptual design.

- Winter 2018 - Public Hearing; Town Approval of Preferred Alternative; NHDES approval of concepts (Completed)
- Spring 2018 - Council Approval of Funds for Final Design and Permitting
- Summer 2018 - Start of Final Design and Permitting
- Fall 2018 - Submit Permits
- Fall 2018 - Start of Town's CIP and Budget Process
- March 2019 - Town Meeting Vote on Bond for Construction
- Spring 2019 - Final Design Complete; Permits Received
- Spring 2019 - Construction Bidding;
- Spring 2019 - Contract Award; Order Gate for Fabrication*
- Summer 2019 - Construction Begins
- Fall 2019 - End of Construction (Late October)
- Winter 2020 - Reporting and Project Closeout

**Note: Lead time for fabrication of pneumatic gates is typically 2-4 months and fabrication for hydraulic gates can be 6-9 months.*

Property Ownership and Future Coordination

There are specifics related to property ownership of the vacant parcel of land adjacent to the right abutment of the dam and Durham Book Exchange Building that were reviewed by the Town's legal counsel, and these specifics should be discussed with NHF&G and the Owner of the Durham Book Exchange. It is GZA's understanding that the property of land adjacent to the dam was owned separately by the Newmarket Community Development Corporation (NCDC), the New Hampshire Fish & Game (NHF&G) and the Town of Newmarket at different times over the past 50 years. The Town's legal counsel prepared a letter indicating that the NHF&G owns the fish ladder structure and the parcel of land subject to rights of access of various easement holders (see Attachment 2).

The letter states that Fish and Game granted a right of way and easement over the Parcel to the NCDC. This easement was for the purposes of "nonvehicular ingress and egress to the former Fish and Game Building" and for "maintaining, grading, landscaping, placing temporary furniture on and using said premises as a park-like facility." This easement is subject to Fish and Game's continuing right of access to its fish ladder and restricts NCDC from building any permanent structures or obstacles, such as fences, walls, or trees, that would obstruct such access. The Parcel cannot be used as a parking area. NCDC is obligated to maintain the Parcel. B&N Investors Limited Partnership ("B&N") currently owns the property adjacent to the Parcel where the Durham Book Exchange is located ("B&N Property"). B&N purchased the B&N Property from NCDC. In that conveyance, NCDC granted to B&N the same easement over the Parcel that it obtained from Fish and Game, subject to the same restrictions (no parking or blocking Fish and Game's access). However, NCDC retained its right to use the easement over the Parcel and the obligation to maintain the Parcel; B&N has the right but not the obligation to conduct maintenance activities such as landscaping for use of the Parcel as a park-like facility. NCDC also has an access easement to enable it to pass to and from the Parcel, the B&N Property, and the adjacent cement bridge. The Town owns the dam across the Lamprey River near the Parcel together with the cement abutments to the Darn and a ten-foot strip of land that appear to overlap both the Parcel and the B&N Property, as well as access rights across the Parcel and the B&N Property, to allow it to access the Dam for the purpose of repairs or additions required to keep the Dam anchored to the shore.

Following review of the property title information, the Town met with NHFG and NHDES to discuss property ownership and rights, as well as, any potential concerns NHFG may have regarding rehabilitation of the dam and adjacent property.

The NHF&G staff confirmed they will discuss the property rights issue with their land agents and NHF&G will also consult with Brett Towler of US Fish and Wildlife Service (USFWS) regarding potential impacts to fish passage at the dam resulting from the proposed project. The Town expects to hear from NHF&G regarding the proposed project in April 2018.

The Town will also need to coordinate with adjacent property owners, including the owner of the Durham Book Exchange and Bryant Rock Condominium Association (adjacent to the left abutment) regarding the dam modifications and any needed temporary construction easements. Additionally, the Town will need to coordinate with the New Hampshire Division of Historic Resources (NHDHR) regarding potential permitting impacts for the project.

Permitting

Based on our experience with other dam repair projects, and due to the potential impacts to surface waters and bank we anticipate the following permits will be required for the Macallen Dam Modifications Project:

- Dam Safety Permit (NHDES)
- Wetlands Permit Application (NHDES)
- Shoreland Permit Application (NHDES)
- USACE State Programmatic General Permit (USACE)
- NPDES Construction General Permit (EPA New England)
- FEMA Floodway No-Rise Certificate (FEMA / Local Floodplain Coordinator)
- Local Permits (Newmarket Conservation Commission)

The following assumptions are associated with the permitting effort for modifications to the Macallen Dam:

1. Project is anticipated to be classified as a Major Impact Project due to impacts to streambank likely exceeding 50 linear feet. As a result, Historical Review and a Stamped Survey will be required.
2. Lamprey River is a New Hampshire Designated River and is also considered a national "Wild and Scenic" river. As a result, presentation of the wetland application to the advisory committee and inclusion of comments will be required.
3. Rare Species Study and Phase 1B/2/3 Archaeological Studies are not anticipated as part of dam rehabilitation.
4. Wetland Mitigation Costs or Replication are not expected to be required as part of the dam rehabilitation because estimated impacts to wetlands are below state thresholds (10,000 sq ft). Final Design will be coordinated with permitting to mitigate wetland impacts to the maximum extent possible.

Budget Estimate

The estimated cost for engineering, permitting, and construction is based on our current understanding of the dam and the preferred conceptual design alternative.

Engineering Studies and Design:	$60,000 - $100,000
Permitting:	$50,000 - $70,000
Construction-Phase Engineering Services:	$100,000 - $140,000
Construction Cost	$1,230,000
Estimated Total:	$1,440,000 - $1,540,000

The estimate above represents our present judgement to the costs associated with the design, permitting, construction, and construction oversight. It should be recognized that unforeseen conditions, which become evident during the course of the work may require an alteration or increase in the effort required.

GZA appreciates the opportunity to provide engineering services to the Town of Newmarket. Please contact the undersigned if you have any questions or concerns.

Very truly yours,

GZA GEOENVIRONMENTAL, INC.

Todd E. Monson, P.E.(MA)
Project Manager

James P. Guarente, P.E.
Consultant/Reviewer

Chad W. Cox, P.E.(MA)
Principal-In-Charge

Attachments

Attachment 1 – *Conceptual Approval* Letter from NHDES Dam Bureau
Attachment 2 – *Status of Title* Letter from Donahue, Tucker & Ciandella, PLLC.

The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES

Robert R. Scott, Commissioner

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

February 13, 2018

RE: Review of Stability Analysis and Conceptual Design of Remedial Alternatives
Macallen Dam
NH Dam D177001
Newmarket NH

Dear Mr. Fournier:

The New Hampshire Department of Environmental Services (NHDES) has reviewed the November 22, 2017 Macallen Dam: Stability Analysis and Conceptual Design Remedial Alternatives report provided by GZA GeoEnvironmental, Inc.

The report includes 3 conceptual alternatives which preserve the layout of the existing gate section and raise the left and right abutments to an elevation of 34.6 ft. All of these alternatives will provide the required 1-foot of freeboard for the previously approved inflow design flood (IDF) of 9,825 cfs with a maximum water surface elevation of 33.6 ft, and address stability and condition issues with the existing abutment walls and gate structure. These options do not change the projected maximum water surface elevation for the IDF. Finally, calculations indicate that the various proposals to increase the height of the abutments with walls and/or embankment material are all stable for the design elevation of 34.6 ft as well as a higher abutment elevation of 35.6 ft. As such, NHDES considers any of the 3 options as a viable alternative to meet discharge capacity criteria.

The report also includes 3 alternatives to replace the existing gate structure and further increase the discharge capacity of the dam. All of them would also include some increase in the existing abutment elevations, but not to the degree of those described in the previous paragraph. The first of these was to employ a fuse gate system that would self-activate when the water surface elevation reaches a prescribed elevation. Specifically, this would be a series of steel or reinforced concrete blocks that would tip over and wash downstream, thereby increasing the discharge capacity to ensure that the IDF passes the dam with at least 1-foot of freeboard. Though this modification would meet the discharge capacity criteria, it was not fully evaluated as it would not provide operational control of the impoundment level and would have to be recovered and reset if it were to activate.

The other two options for replacing the gate structure are bottom hinged crest gates operated either pneumatically or hydraulically. As with the fuse gate alternative, the existing abutment walls would also be raised to some degree and remediated as part of reconstruction. Both of these systems use the weight of the water impounded to lower the bottom hinged crest gates and will be designed so that they may automatically lower at a pre-determined impoundment elevation or when power is lost. In addition a remote control system, likely a valve that would bleed the compressed air or pressurized hydraulic fluid that controls the height of the crest gates, would be placed in a safe location away from the dam to provide a failsafe means to lower the crest gates regardless of power or the level of the impoundment. Because of this operational reliability, the additional discharge capacity provided by the operation of both of the crest gate systems may be used in determining the final design elevation of the abutments. According to the Review of Stability Analysis and Conceptual Design of Remedial Alternatives hydraulic modeling of your

engineering consultant, the crest gate alternatives would result in a maximum water surface elevation of 30.9 ft reducing the required height of the abutments to provide the required 1-foot of freeboard. These systems would also allow for routine operations to discharge more water during more frequent events or to lower the impoundment level for maintenance.

NHDES is approving both of the proposed conceptual alternatives of raising the abutment height or replacing the existing gate structure with a bottom hinged crest gate designed for failsafe operation as options for meeting the discharge capacity requirement of passing the IDF with at least 1-foot of freeboard and no manual operations.

If you have any questions, please contact James R. Weber, P.E. or me at 271-3406.

Sincerely,

Steve N. Doyon, PE, Administrator
Dam Safety & Inspection Section

cc: Todd Munson, P.E. - GZA

SND\JRW\was\s:\WD-Dam\Damfiles\D177001\Letters\20180213 D177001 Concept Approval.doc

BUSINESSNH 2017 Business Awards

DTC Lawyers

Dedicated to Clients

Rec'd 2/15/18

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RETIRED
CHARLES F. TUCKER
NICHOLAS R. AESCHLIMAN

PLEASE RESPOND TO THE EXETER OFFFICE
Confidential Attorney-Client Communication

February 15, 2018

Steve Fournier, Town Administrator
Town of Newmarket, NH
Town Hall
186 Main Street, 1st Floor
Newmarket, NH 03857

Re: Lamprey River Retaining Wall off Main Street, Newmarket, NH
Status of Title

Dear Mr. Fouruier:

You have asked me to determine ownership of a certain piece of land along the bank of the Lamprey River and a retaining wall next to the current Durham Book Exchange off of Main Street in downtown Newmarket, NH (the "Parcel"). This letter summarizes my findings based on a review of relevant instruments recorded in the Rockingham County Registry of Deeds.

The Parcel consists of the grassy area between the current Durham Book Exchange and the existing retaining wall along the Lamprey River. The Parcel has not been surveyed and the exact metes and bounds are not included in any recorded deed or plan.

The State of New Hampshire Department of Fish and Game ("Fish and Game") owns the Parcel subject to rights of access of various easement holders.

Fish and Game granted a right of way and easement over the Parcel to the Newmarket Community Development Corporation ("NCDC"). This easement was for the purposes of "non-vehicular ingress and egress to the former Fish and Game Building" and for "maintaining, grading, landscaping, placing temporary furniture on and using said premises as a park-like facility." This easement is subject to Fish and Game's continuing right of access to its fish ladder, and restricts NCDC from building any permanent structures or obstacles, such as fences, walls, or trees, that would obstruct such access. The Parcel cannot be used as a parking area. NCDC is obligated to maintain the Parcel.

DONAHUE, TUCKER & CIANDELLA, PLLC
16 Windsor Lane, P.O. Box 630, Exeter, NH 03833-4924
111 Maplewood Avenue, Suite D, Portsmouth, NH 03801
Towle House, Unit 2, 164 NH Route 25, Meredith, NH 03253
83 Clinton Street, Concord, NH 03301
1-800-566-0506
www.dtclawyers.com

B&N Investors Limited Partnership ("B&N") currently owns the property adjacent to the Parcel where the Durham Book Exchange is located ("B&N Property"). B&N purchased the B&N Property from NCDC. In that conveyance, NCDC granted to B&N the same easement over the Parcel that it obtained from Fish and Game, subject to the same restrictions (no parking or blocking Fish and Game's access). However, NCDC retained its right to use the easement over the Parcel and the obligation to maintain the Parcel; B&N has the right but not the obligation to conduct maintenance activities such as landscaping for use of the Parcel as a park-like facility. NCDC also has an access easement to enable it to pass to and from the Parcel, the B&N Property, and the adjacent cement bridge.

The Town of Newmarket ("Town") owns the dam across the Lamprey River near the Parcel (the "Dam") together with the cement abutments to the Dam and a ten-foot strip of land that appear to overlap both the Parcel and the B&N Property, as well as access rights across the Parcel and the B&N Property, to allow it to access the Dam for the purpose of repairs or additions required to keep the Dam anchored to the shore.

In conclusion, Fish and Game, the Town, NCDC, and B&N all have varying rights to this Parcel. To the extent that the retaining wall is connected to the Dam or the cement abutment, the Town can conduct the repair of the retaining wall. Otherwise, the Town must seek permission from Fish and Game or NCDC to repair the retaining wall. In repairing the wall, the Town must respect the rights of use and access of Fish and Game, NCDC, and B&N.

Please feel free to contact me should you have any questions.

Sincerely,

Amelia Sreter
(603) 778-0686
asreter@dtclawyers.com

The State of New Hampshire

DEPARTMENT OF ENVIRONMENTAL SERVICES

Thomas S. Burack, Commissioner

Mr. Ed Wojnowski
Town of Newmarket
186 Main Street
Newmarket, NH 03857

September 27, 2010
Letter of Deficiency
DSP#10-076

RE: Macallen Dam #177.01, Newmarket

NEW STATUTORY PENALTY PROVISIONS
PLEASE READ CAREFULLY

Dear Mr. Wojnowski:

The Department of Environmental Services, Dam Bureau (DES) is responsible for ensuring the safety of dams in New Hampshire through its dam safety program. One of the many tools that helps us to reach this goal is our dam inspection program.

In accordance with RSA 482:12 and Env-Wr 302.02, an inspection of the subject dam was conducted on November 5, 2009. Based upon the results of that inspection, as well as upon additional investigation or analysis that may have been conducted, DES is issuing this Letter of Deficiency (LOD) to advise you that the following items constitute deficiencies that DES believes can be remedied in accordance with the deadlines indicated:

Continue to monitor and repair:

1. Seepage from downstream left side stone training wall, located at base of gate structure apron;

2. Concrete cracks and spalling on:
   a. Upstream right side training wall vertical crack. See photo A;
   b. Downstream right side of gate structure housing. See photo B;
   c. Concrete piers on the upstream face of the of the gate structure housing. See photo C;

By March 1, 2011:

3. Submit an Operation, Maintenance and Response (OMR) plan to DES for review. See attached template;

4. Submit an updated Emergency Action Plan (EAP) in accordance with Env-Wr 500;

By September 1, 2011:

5. Fill, seed and mulch the right side earthen embankment in order to provide a level, hearty grass surface consistent across the complete surface. See photo D;

6. Remove deteriorated portions to a sound substrate, clean and structurally patch the following areas:
   a. Gate structure housing's downstream left side interface with the downstream retaining wall. See photo E;
   b. Left side upstream training wall, bricked portion. See photo F and G;

7. Investigate and report to DES the condition of the right side upstream training wall's base, assess for possible undermining and overall condition of the wall. This is the wall section below water line, below what was field evaluated on November 5-2010 by DES and Wright-Pierce engineers. See photos H, I and J;

8. Submit a permit application with appropriate plans and specifications to increase the discharge capacity of the dam to safely pass the design flow (2.5 Q100 or IDF) with one foot of freeboard with no operations and to address any other structural deficiency found as part of your consultant's detailed evaluation; and

By September 1, 2012:

9. Complete the reconstruction and/or repair of the dam to meet the requirements of the permit issued in accordance with item #8.

Our intent in issuing this LOD is to make you aware of items that require your attention to ensure the continued safe operation of your dam. It is our hope that, through the return of the attached form and correction of the identified deficiencies, you will develop and maintain a commitment to keeping a safe and well-maintained dam.

Please note that effective January 1, 2009, significant changes to the penalty provisions of New Hampshire's dam safety statute (RSA 482) became effective. These changes require DES to commence proceedings to levy fines of up to $2,000 per violation per day against a dam owner who does not respond within 45 days of receipt of a written order, directive, or any notice of needed maintenance, repair, or reconstruction issued by DES. To avoid proceedings under this provision, you **must respond** to this LOD. We believe the easiest way to respond is to sign and return the attached "Intent to Complete Repairs" form, either agreeing to correct the identified deficiencies by the dates indicated OR by proposing amendments to the listed work items or dates, which you may do by writing directly on the form. DES will evaluate and respond to any reasonable requests for proposed amendments in a timely manner. We have enclosed a self addressed stamped envelope for you to return this form. You may also scan and e-mail the completed form to damsafety@des.nh.gov or fax it to (603) 271-6120. **If you fail to return this form within 45 days or fail to otherwise respond in writing within 45 days indicating your intent to remedy the identified deficiencies, you will not have the benefit of the compliance deadlines indicated on the form and DES will commence a proceeding under RSA 482:89 to seek administrative fines for the identified deficiencies.** Please note that responding as required does not preclude DES from pursuing other appropriate action for the identified deficiencies, in accordance with the DES Compliance Assurance Response Policy, available on-line at http://des.nh.gov/organization/commissioner/legal/carp/index.htm.

If you have any questions or comments regarding this LOD or would like to be present at future inspections, please contact Chuck Corliss at 271-4130 or write to me at the address for the Water Division listed on the bottom of the previous page.

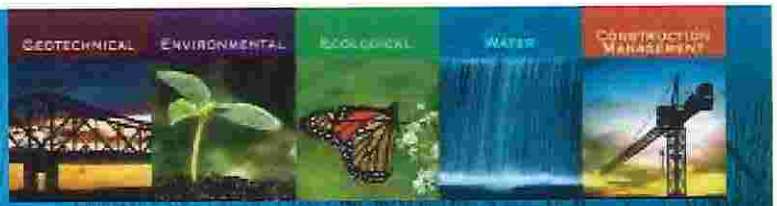
Sincerely,

Steve N. Doyon, P.E., Administrator
Dam Safety and Inspection

Attachments: Dam Report, Photos, Plan View Drawing, OMR form, DB13
cc: DES Legal Unit
Certified# 7007 3020 0000 5329 1391

SND/CAC/was/h:/damfiles/17701/LOD/20100927 17701

GZA GeoEnvironmental, Inc.



Public Presentation
Macallen Dam: Stability Analysis and Conceptual Design of Remedial Alternatives

Proactive By Design.
Our Company Commitment

Newmarket Town Council

Wednesday, December 6

7:00 pm

AGENDA

1. Background and Project History
2. Alternatives Analysis
3. Gate Automation Analysis
4. Dam Appurtenances Repairs and Rehabilitation
5. Conceptual Alternatives and Renderings
6. Preferred Alternative
7. Moving Forward (Next Steps)

Project Partners: Dam Study Committee, Town of Newmarket, NHDES

TASKS AND SCHEDULE

Task No.	Activity Description	Aug-17				Sep-17				Oct-17				Nov-17					Dec-17			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	5	1	2	3	4
1	Project Kick-Off Meeting/Initial Consultation																					
2	Engineering Analyses (Stability, Design, Hydraulics)																					
3	Submit Summary Report to Town and NHDES																					
4	Coordination with NHDES Dam Safety Bureau																					
5	Action Plan																					
6	Coordination Meetings and Public Presentation																					
7	Emergency Action Plan Update																					
8	Operations & Maintenancce Response Form Update																					
9	Gate Automation Analysis																					

BACKGROUND: LETTER OF DEFICIENCY (LOD)

- Fill, seed, mulch right side embankment
- Remove & Structurally patch concrete:
  - Left abutment gate structure / piers
  - Left side upstream training wall
- Investigate and repair right side training wall
- Submit permit, plans, and specifications for Rehabilitation of Dam
- Compete reconstruction/repair of Dam

Multiple LODs in past decade

BACKGROUND: PREVIOUS STUDIES

2010
- Town Passes Warrant Article for Removal Feasibility Study
- Overall Assessment Wright-Pierce

2011

2012

2013
- Shift in Town policy to Repair Structure & Increase Spillway Capacity
- Additional H&H, Breach Study, & Incremental Damage Assessment Wright-Pierce

2014
- Final Feasibility Study Completed Gomez & Sullivan

2015

2016
- Refined H&H Analysis Gomez & Sullivan
- NHDES Approved Design Flow

2017
- GZA hired to perform conceptual design and stability analysis for dam remedial alternatives

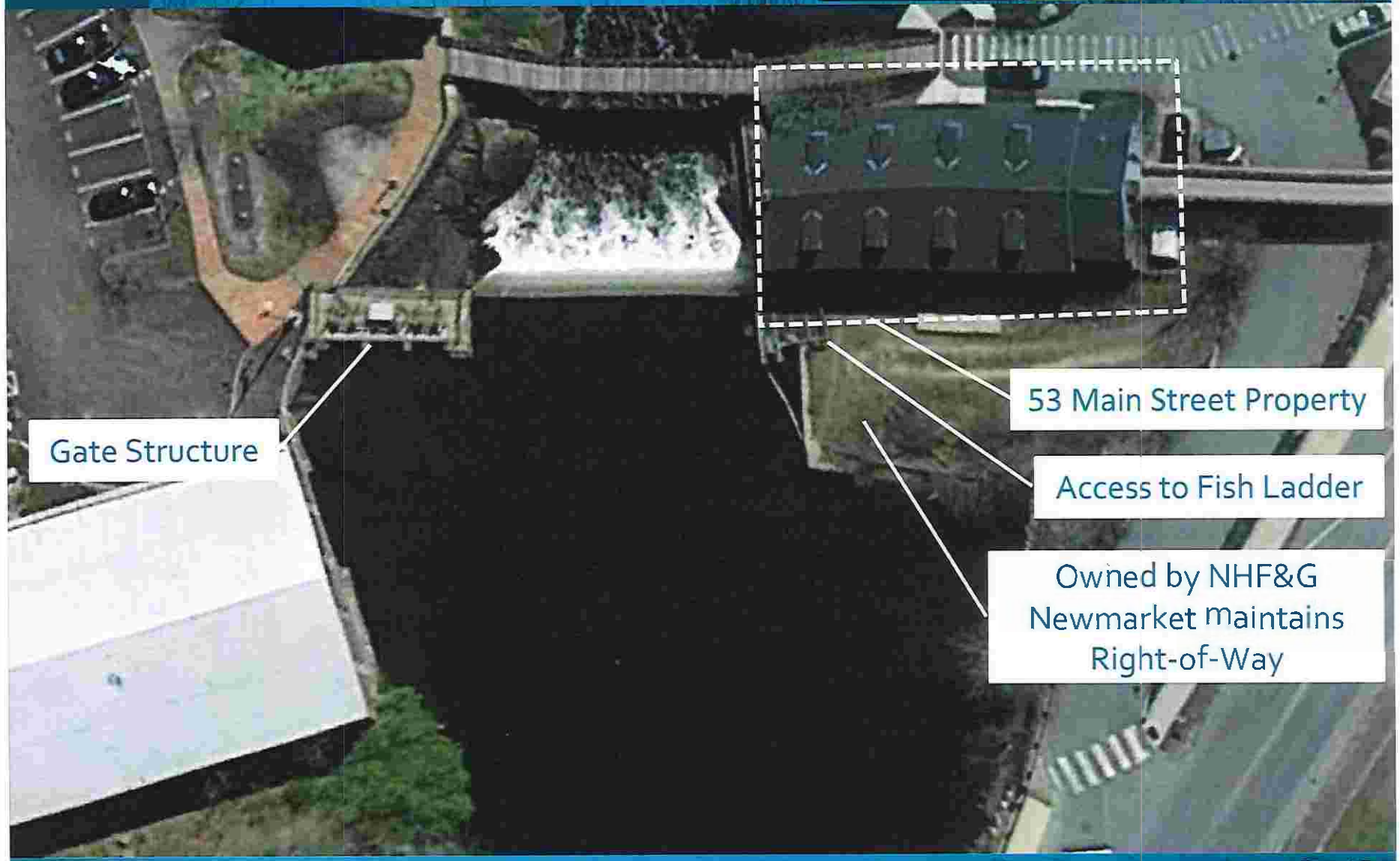
OBJECTIVE AND PURPOSE

Objective: Develop concepts which bring the dam into compliance with NHDES Dam Bureau's Discharge Capacity requirements.

Purpose: Design dam rehabilitation concepts that:

- Enhance the safety of the dam
- Maintain the upstream impoundment
- Improve compliance with NH dam safety regulations
- Minimize aesthetic impacts

PROPERTY / SITE ACCESS



CONCEPTUAL ALTERNATIVES

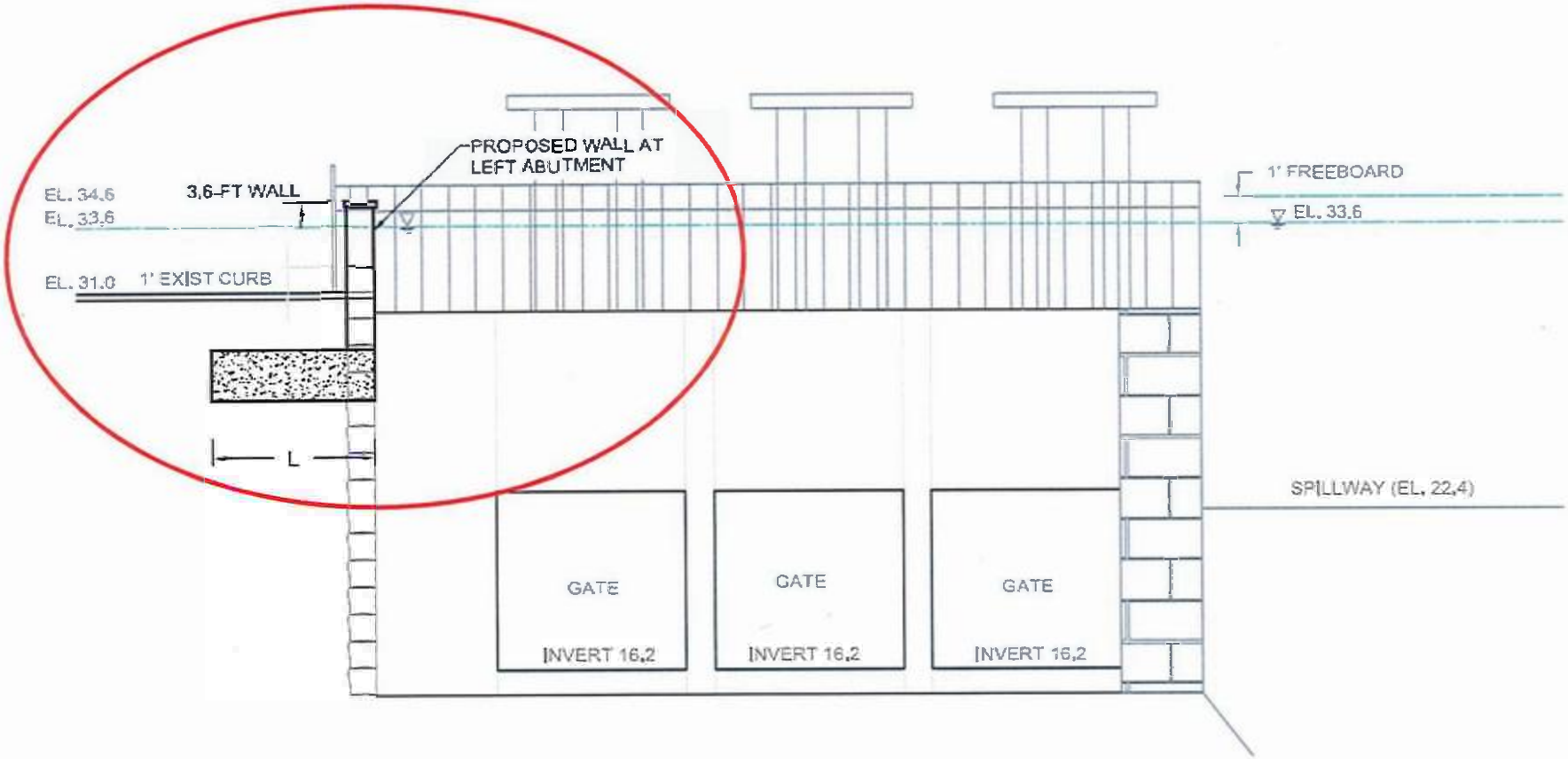
Raising Abutment Walls

- Option 1: 4' Left Abutment Wall; 6' Right Abutment Wall; No Fill
- Option 2: 4' Left Abutment Wall; 4' Right Abutment Wall; 2' Fill
- Option 3: 4' Left Abutment Wall; 2' Right Abutment Wall; 4' Fill

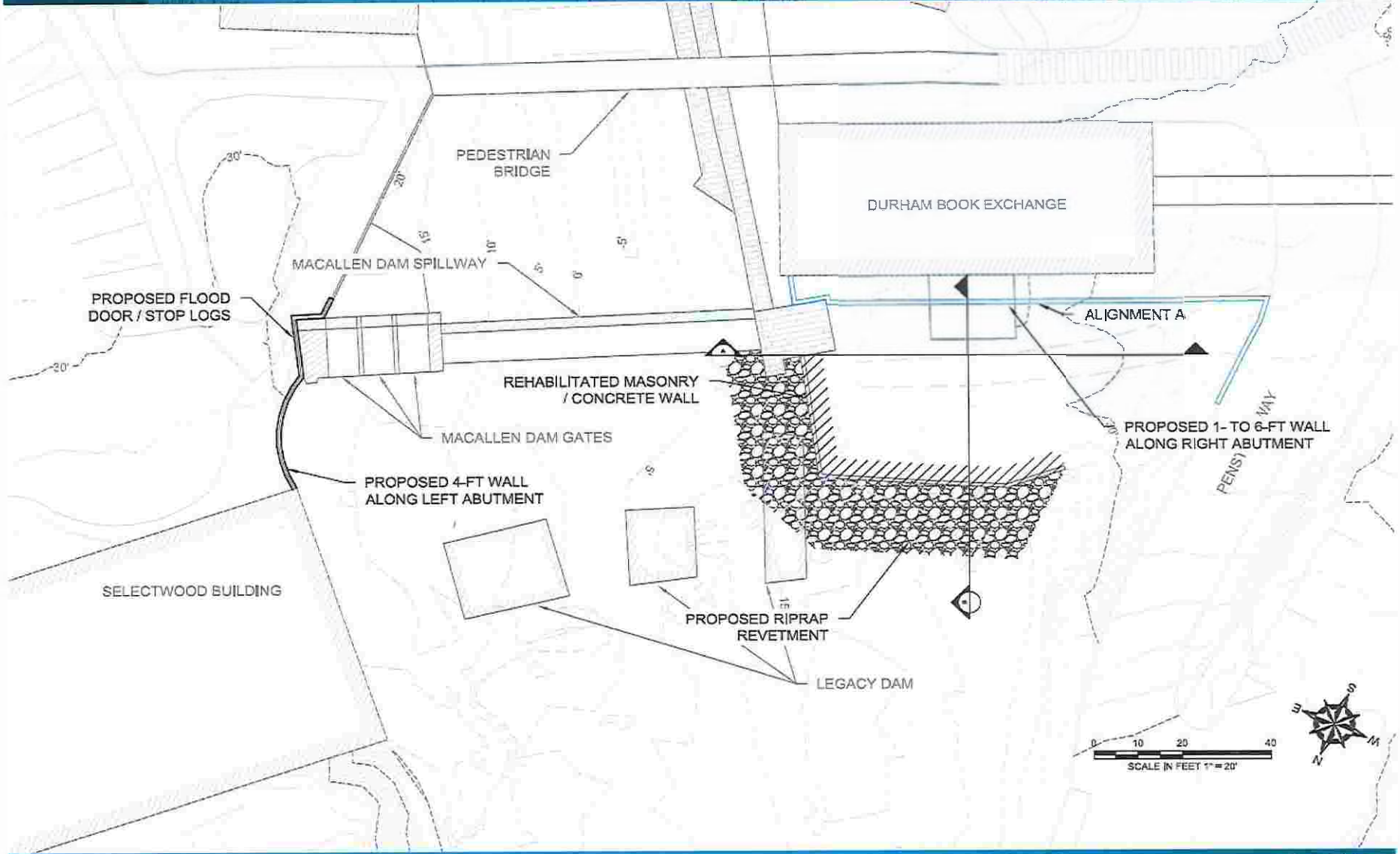
Wall Alignments (Right Abutment)

- Alignment A: Offset 6' from Warehouse
- Alignment B: Offset 25' from Warehouse
- Alignment C: Offset 35' from Warehouse (Along Masonry Wall)

LEFT ABUTMENT
ALL OPTIONS 1, 2, 3

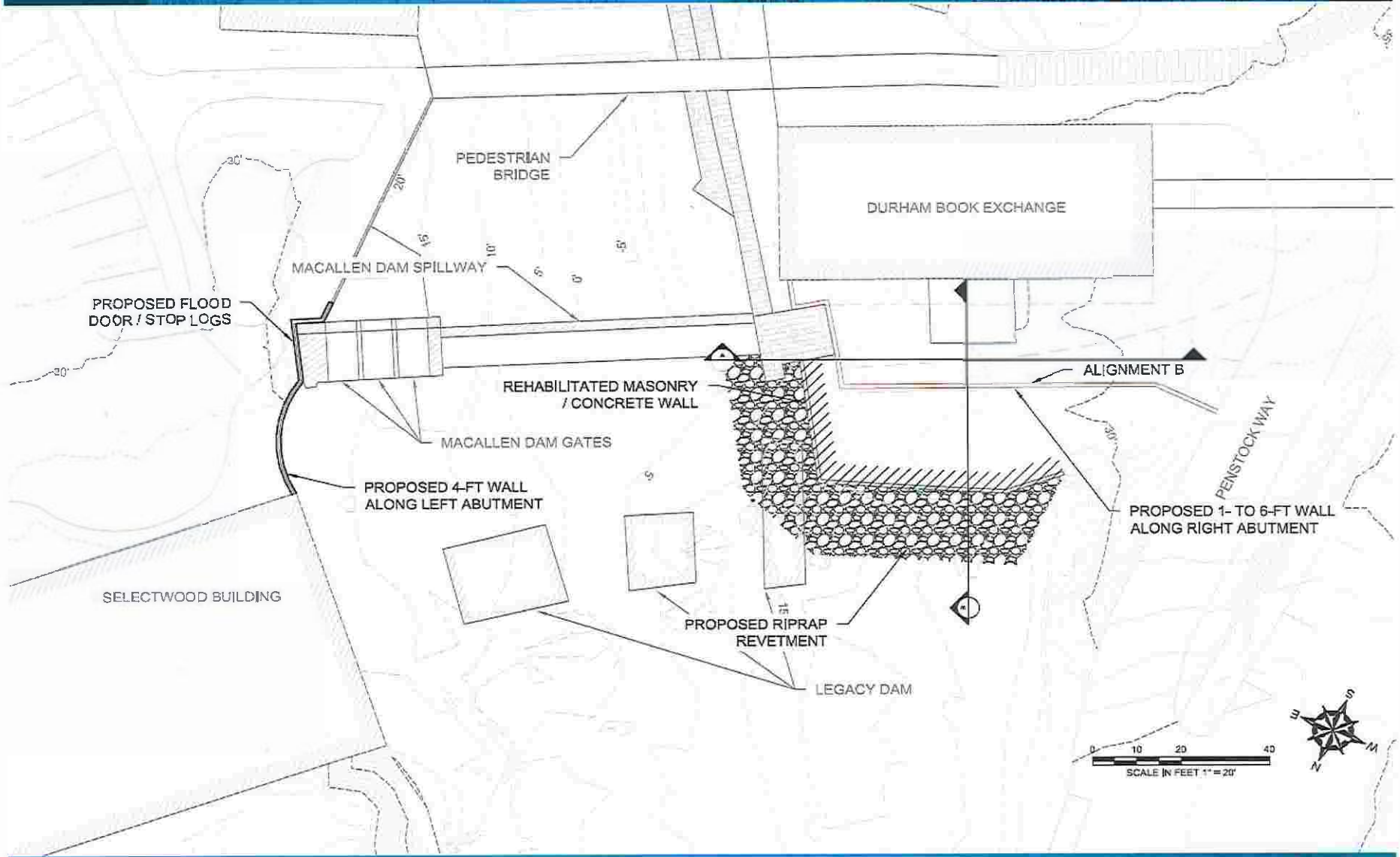


ALIGNMENT A

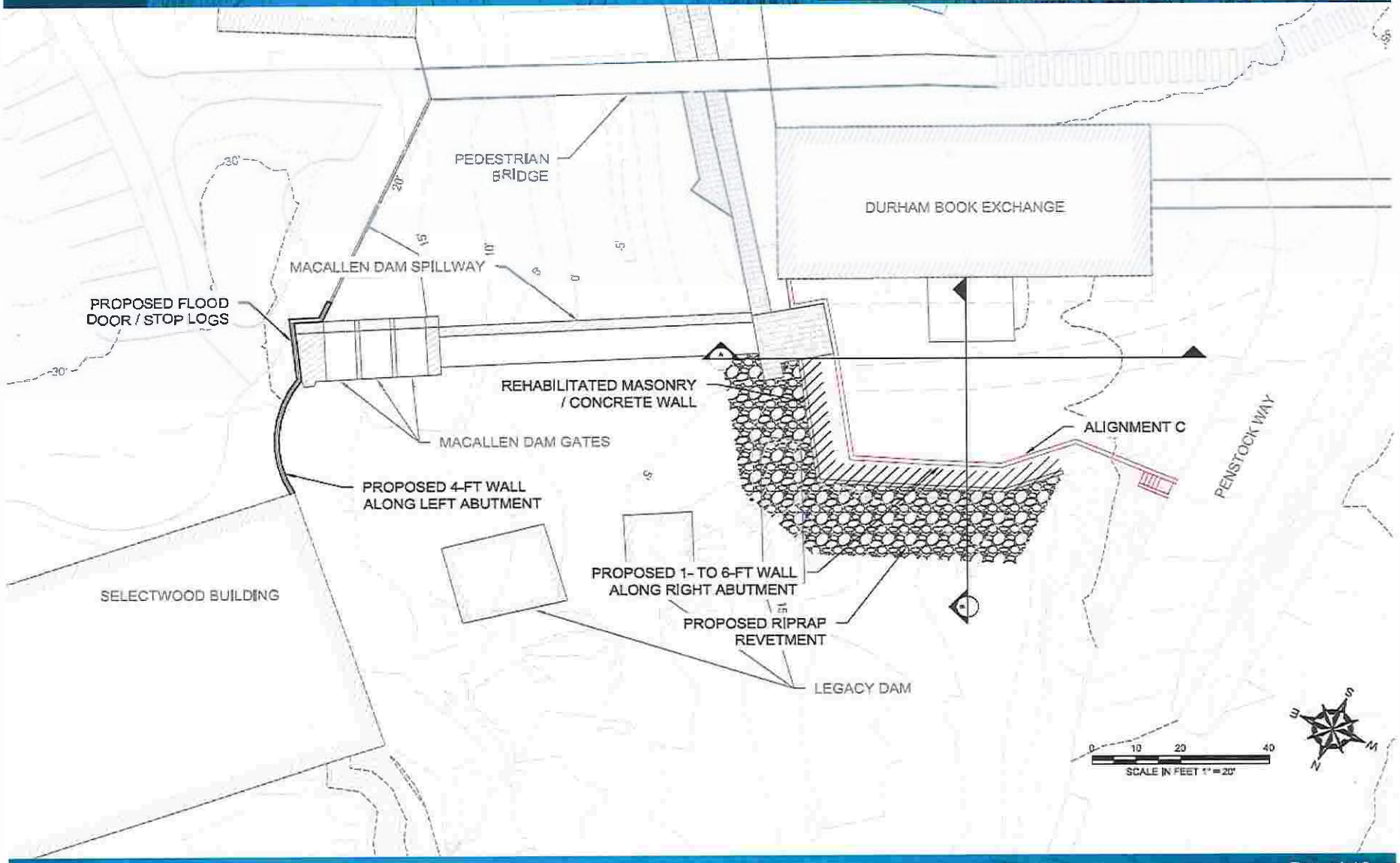

PEDESTRIAN BRIDGE
DURHAM BOOK EXCHANGE
MACALLEN DAM SPILLWAY
PROPOSED FLOOD DOOR / STOP LOGS
ALIGNMENT A
REHABILITATED MASONRY / CONCRETE WALL
MACALLEN DAM GATES
PROPOSED 1- TO 6-FT WALL ALONG RIGHT ABUTMENT
PROPOSED 4-FT WALL ALONG LEFT ABUTMENT
SELECTWOOD BUILDING
PROPOSED RIPRAP REVETMENT
LEGACY DAM
PENSYLVANIA AVE
SCALE IN FEET 1" = 20'

ALIGNMENT B

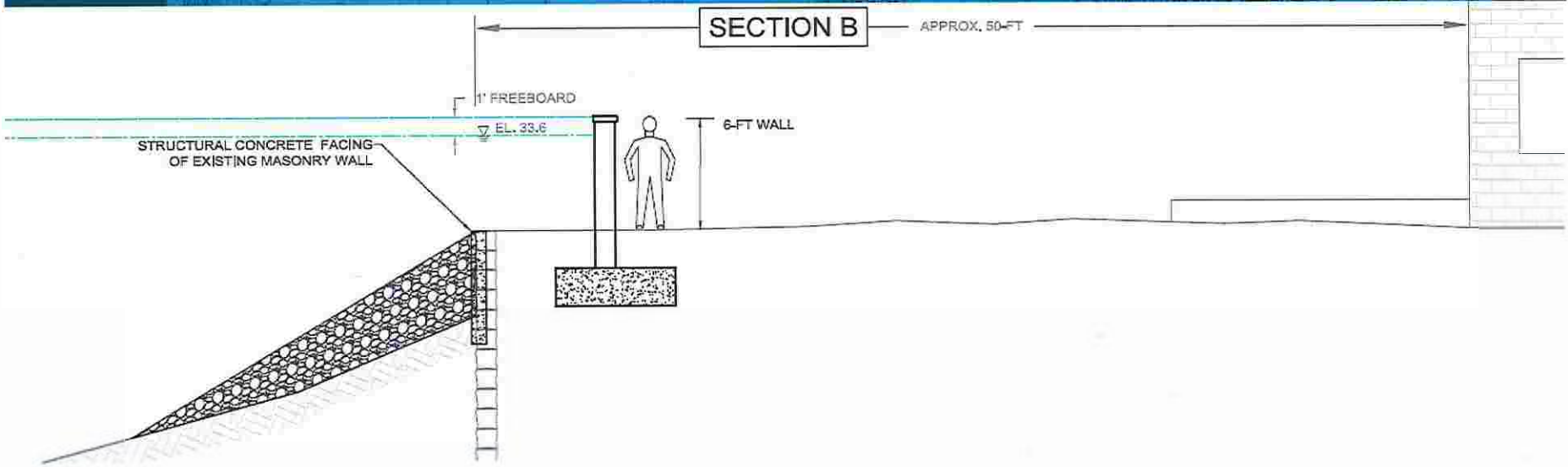
GEOTECHNICAL
ENVIRONMENTAL
ECOLOGICAL
WATER
CONSTRUCTION MANAGEMENT

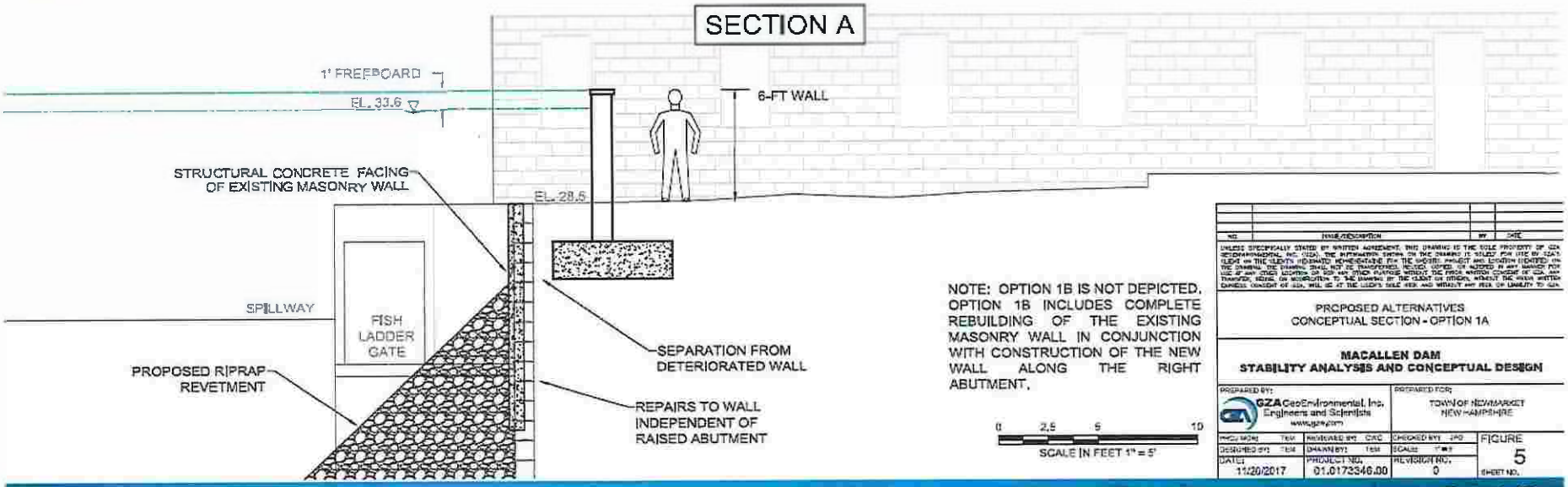

PEDESTRIAN BRIDGE
DURHAM BOOK EXCHANGE
MACALLEN DAM SPILLWAY
PROPOSED FLOOD DOOR / STOP LOGS
REHABILITATED MASONRY / CONCRETE WALL
ALIGNMENT B
MACALLEN DAM GATES
PENSTOCK WAY
PROPOSED 4-FT WALL ALONG LEFT ABUTMENT
PROPOSED 1- TO 6-FT WALL ALONG RIGHT ABUTMENT
SELECTWOOD BUILDING
PROPOSED RIPRAP REVETMENT
LEGACY DAM
0 10 20 40
SCALE IN FEET 1" = 20'
N
W
E
S

ALIGNMENT C


PEDESTRIAN BRIDGE
DURHAM BOOK EXCHANGE
MACALLEN DAM SPILLWAY
PROPOSED FLOOD DOOR / STOP LOGS
REHABILITATED MASONRY / CONCRETE WALL
MACALLEN DAM GATES
ALIGNMENT C
PENSTOCK WAY
PROPOSED 4-FT WALL ALONG LEFT ABUTMENT
SELECTWOOD BUILDING
PROPOSED 1- TO 6-FT WALL ALONG RIGHT ABUTMENT
PROPOSED RIPRAP REVETMENT
LEGACY DAM
0 10 20 40
SCALE IN FEET 1" = 20'

OPTION 1A: 6' WALL, NO FILL





NOTE: OPTION 1B IS NOT DEPICTED. OPTION 1B INCLUDES COMPLETE REBUILDING OF THE EXISTING MASONRY WALL IN CONJUNCTION WITH CONSTRUCTION OF THE NEW WALL ALONG THE RIGHT ABUTMENT.

0 2.5 5 10
SCALE IN FEET 1" = 5'

NO.	ISSUE/DESCRIPTION	BY	DATE

UNLESS SPECIFICALLY STATED BY WRITTEN AGREEMENT, THIS DRAWING IS THE SOLE PROPERTY OF GZA GEOENVIRONMENTAL, INC. (GZA). THE INFORMATION SHOWN ON THIS DRAWING IS SOLELY FOR USE BY GZA'S CLIENT ON THE CLIENT'S DESIGNATED REPRESENTATIVE FOR THE PROJECT AND LOCATION IDENTIFIED ON THE DRAWING. THE DRAWING SHALL NOT BE TRANSFERRED, REUSED, COPIED OR ADAPTED IN ANY MANNER FOR USE AT ANY OTHER LOCATION OR FOR ANY OTHER PURPOSE WITHOUT THE PRIOR WRITTEN CONSENT OF GZA. ANY TRANSFER, REUSE, OR MODIFICATION TO THE DRAWING BY THE CLIENT OR OTHERS, WITHOUT THE PRIOR WRITTEN CONSENT OF GZA, WILL BE AT THE USER'S SOLE RISK AND WITHOUT ANY RISK OR LIABILITY TO GZA.

PROPOSED ALTERNATIVES
CONCEPTUAL SECTION - OPTION 1A

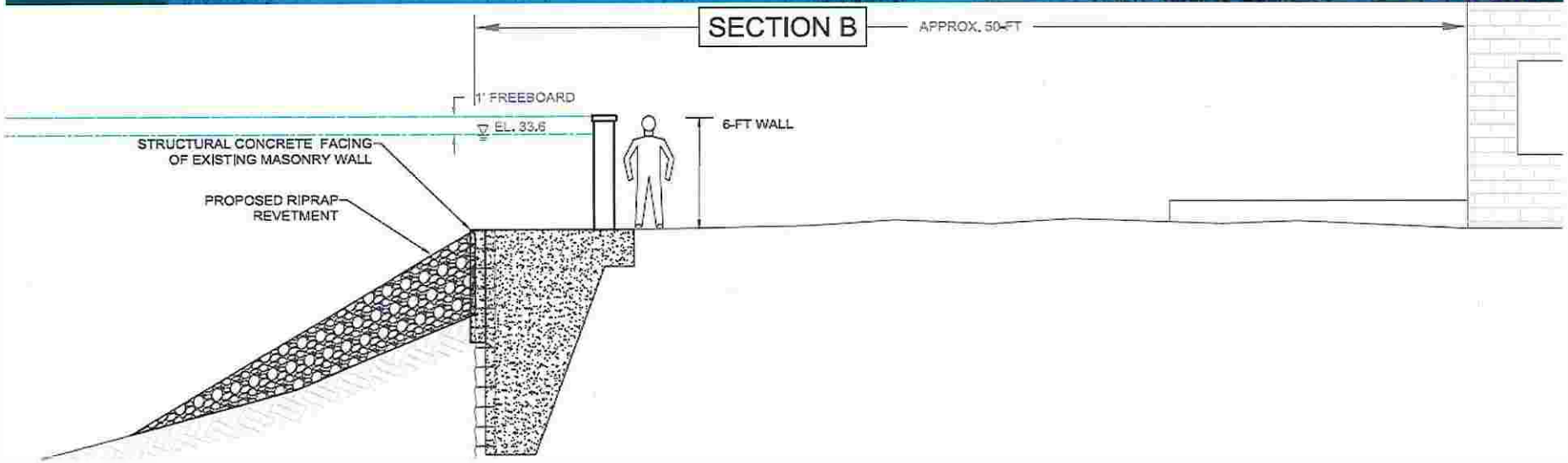
MACALLEN DAM
STABILITY ANALYSIS AND CONCEPTUAL DESIGN

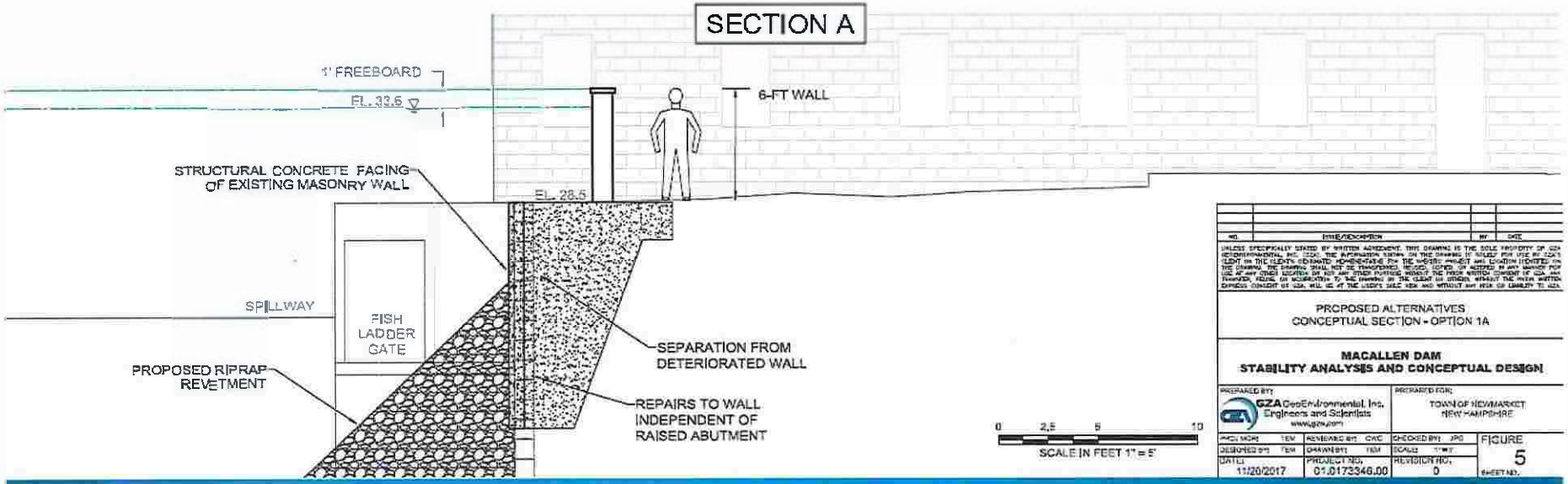
PREPARED BY:
GZA GeoEnvironmental, Inc.
Engineers and Scientists
www.gza.com

PREPARED FOR:
TOWN OF NEWMARKET
NEW HAMPSHIRE

PROJ MGR: TEM	REVIEWED BY: CKC	CHECKED BY: JPD	FIGURE
DESIGNED BY: TEM	DRAWN BY: TEM	SCALE: 1"=5'	5
DATE: 11/20/2017	PROJECT NO. 01.0172346.00	REVISION NO. 0	SHEET NO.

OPTION 1B:
6' WALL - REPLACE, NO FILL





PROPOSED ALTERNATIVES
CONCEPTUAL SECTION - OPTION 1A

MACALLEN DAM
STABILITY ANALYSES AND CONCEPTUAL DESIGN

PREPARED BY: GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com

PREPARED FOR: TOWN OF NEWMARKET NEW HAMPSHIRE

PROJ. MGR. TEM	REVIEWED BY CWC	CHECKED BY JPG	FIGURE
DESIGNED BY TEM	DRAWN BY TEM	SCALE	5
DATE 11/20/2017	PROJECT NO. 01.0173346.00	REVISION NO. 0	SHEET NO.

OPTION 1, ALIGNMENT A:

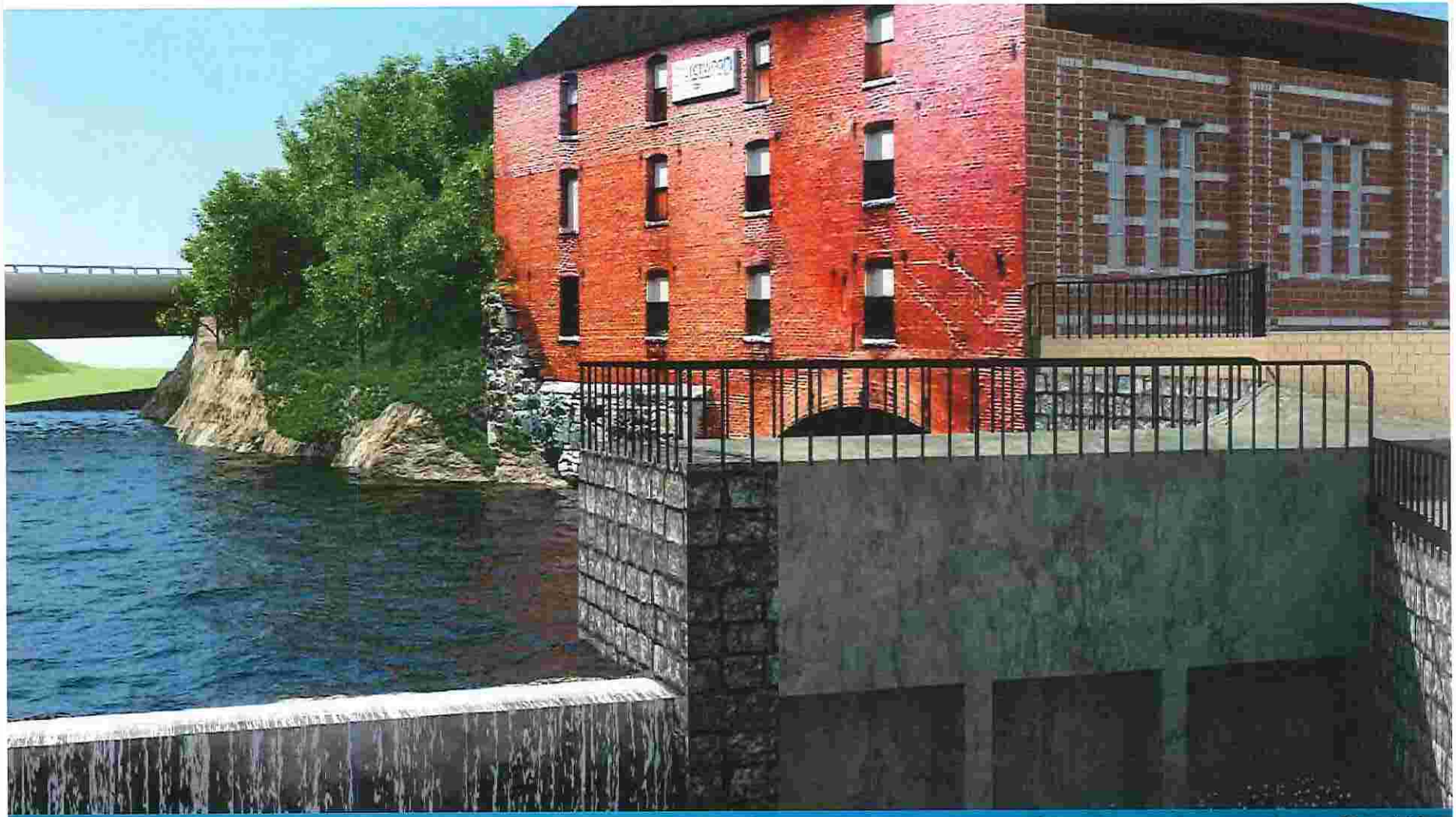
OPTION 1, ALIGNMENT B:

OPTION 1, ALIGNMENT C:

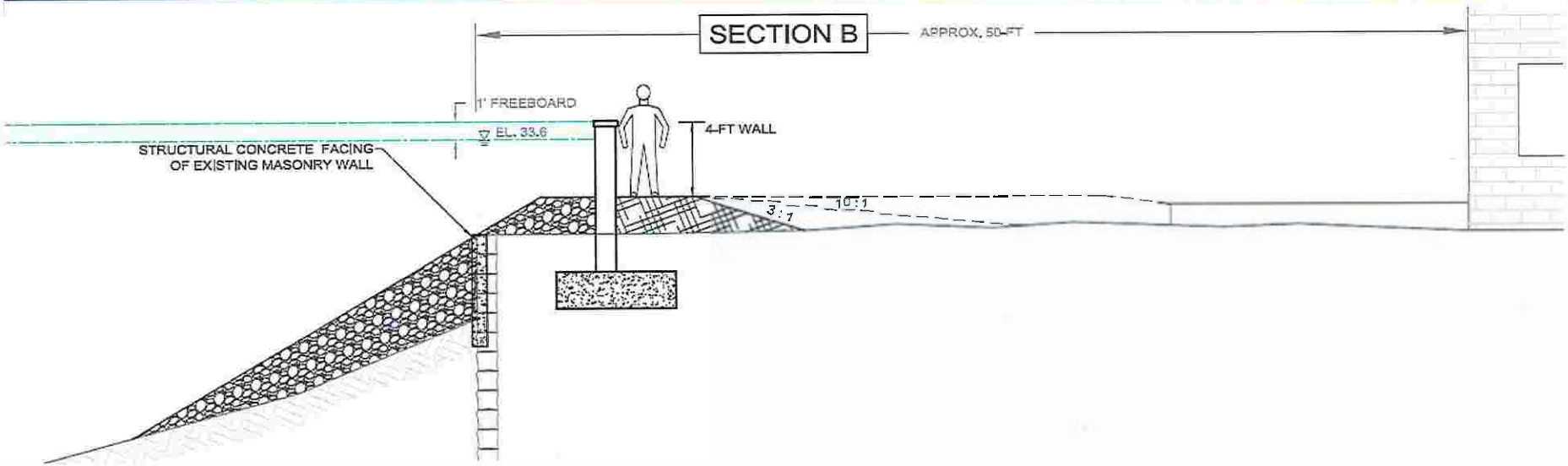
OPTION 1, ALIGNMENT C:

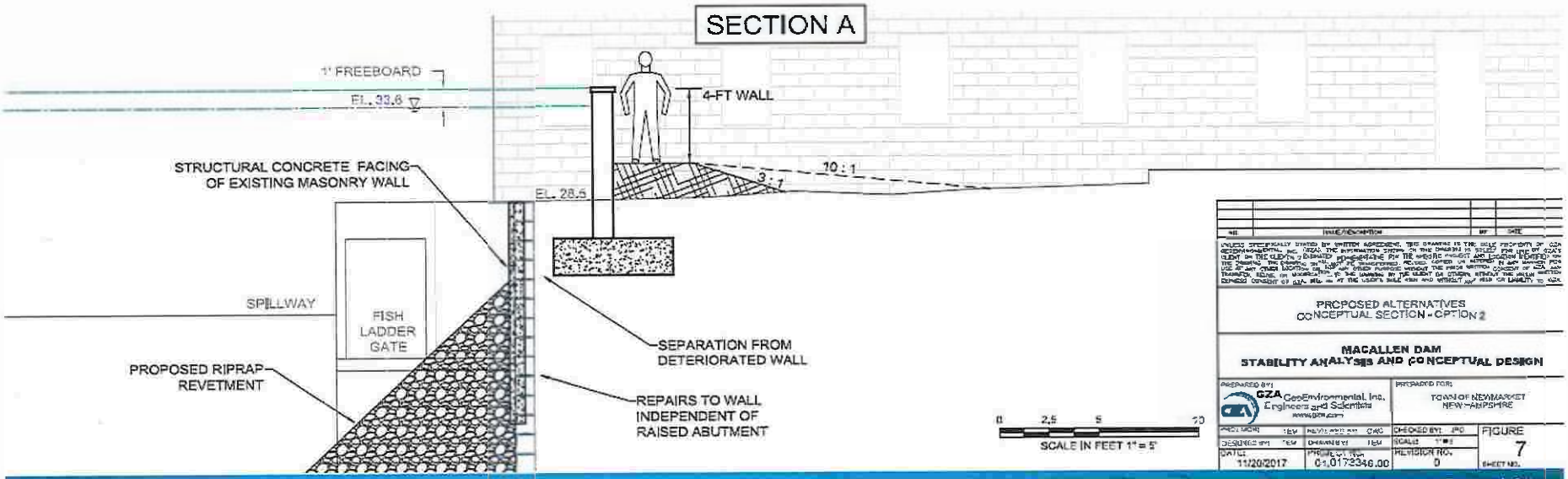
OPTION 1, ALIGNMENT C:

OPTION 1: LEFT ABUTMENT
OPTIONS 1, 2, & 3



OPTION 2:
4' WALL, 2' FILL



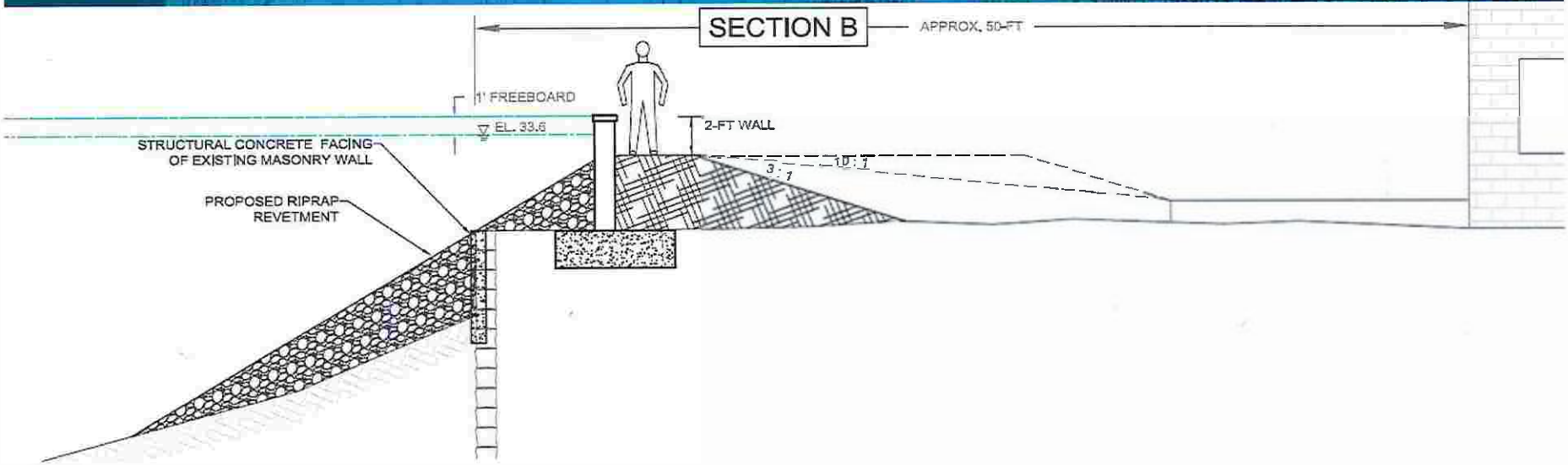


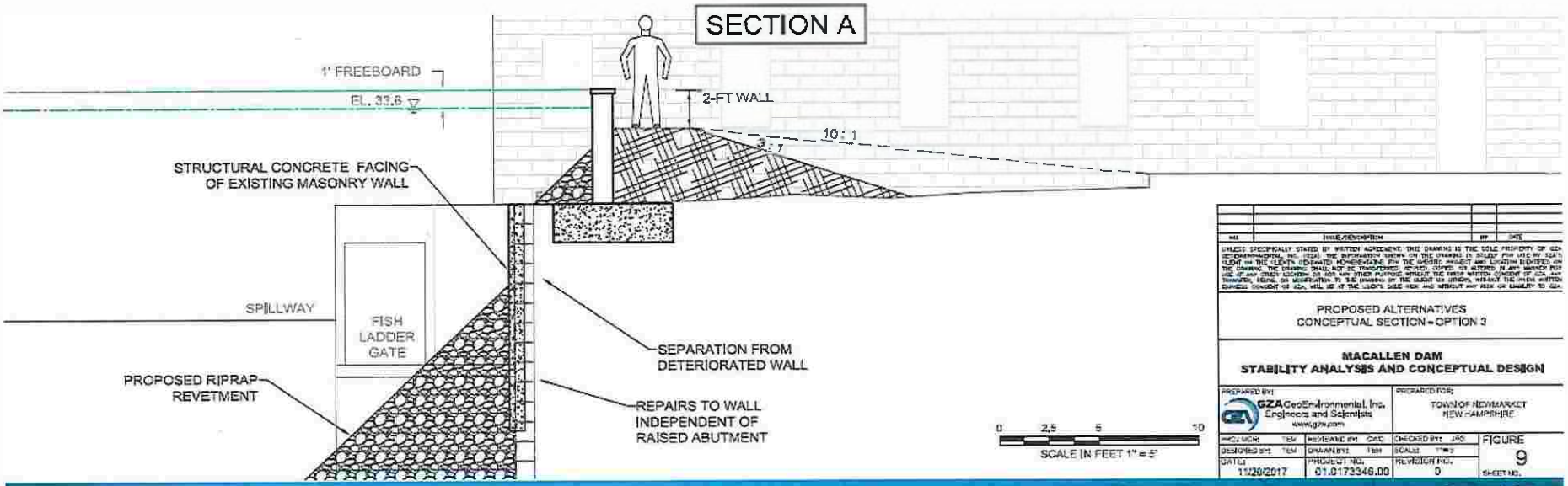
OPTION 2, ALIGNMENT C:

OPTION 2, ALIGNMENT C:

OPTION 2, ALIGNMENT C:

OPTION 3:
2' WALL, 4' FILL





PROPOSED ALTERNATIVES
CONCEPTUAL SECTION - OPTION 3

MACALLEN DAM
STABILITY ANALYSES AND CONCEPTUAL DESIGN

PREPARED BY: GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com

PREPARED FOR: TOWN OF NEWMARKET NEW HAMPSHIRE

PROJ. MGR.	TEM	REVIEWED BY	GAS	CHECKED BY	JAG	FIGURE	9
DESIGNED BY	TEM	DRAWN BY	TEM	SCALE	TBD		
DATE 11/20/2017		PROJECT NO. 01.0173346.00		REVISION NO. 0		SHEET NO.	

OPTION 3, ALIGNMENT C:

OPTION 3, ALIGNMENT C:

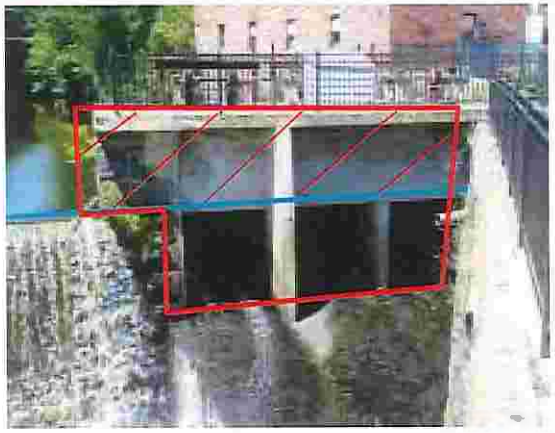
OPTION 3, ALIGNMENT C:

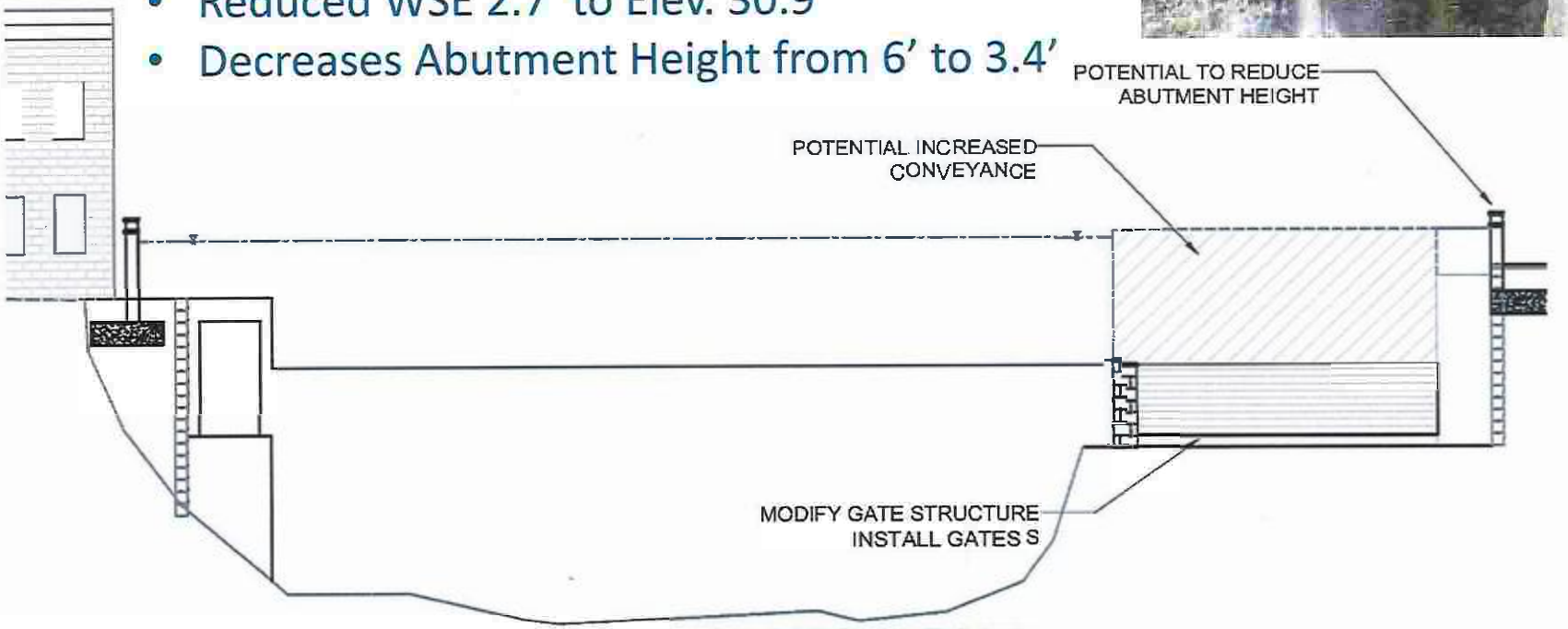
EXISTING GATE STRUCTURE CONDITIONS

- Three (3) Wooden Slide Gates
- Gate Approaching 100-year Lifespan
- Deteriorated Condition
  - Won't Seat Properly
  - Leakage
  - Hole in Wooden Gate

GATE AUTOMATION: INCREASE GATE CAPACITY

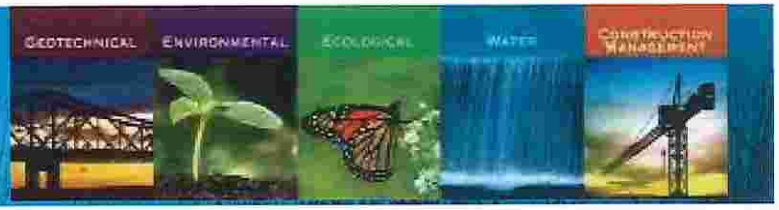
- 22' wide, 5.5' tall Crest Gate
- "Fail Safe" Operation / Automation
- Increase Capacity of Dam
  - Existing Conveyance Area = 147 ft^2
  - Proposed Conveyance Area = 381 ft^2
  - Reduced WSE 2.7' to Elev. 30.9
  - Decreases Abutment Height from 6' to 3.4'

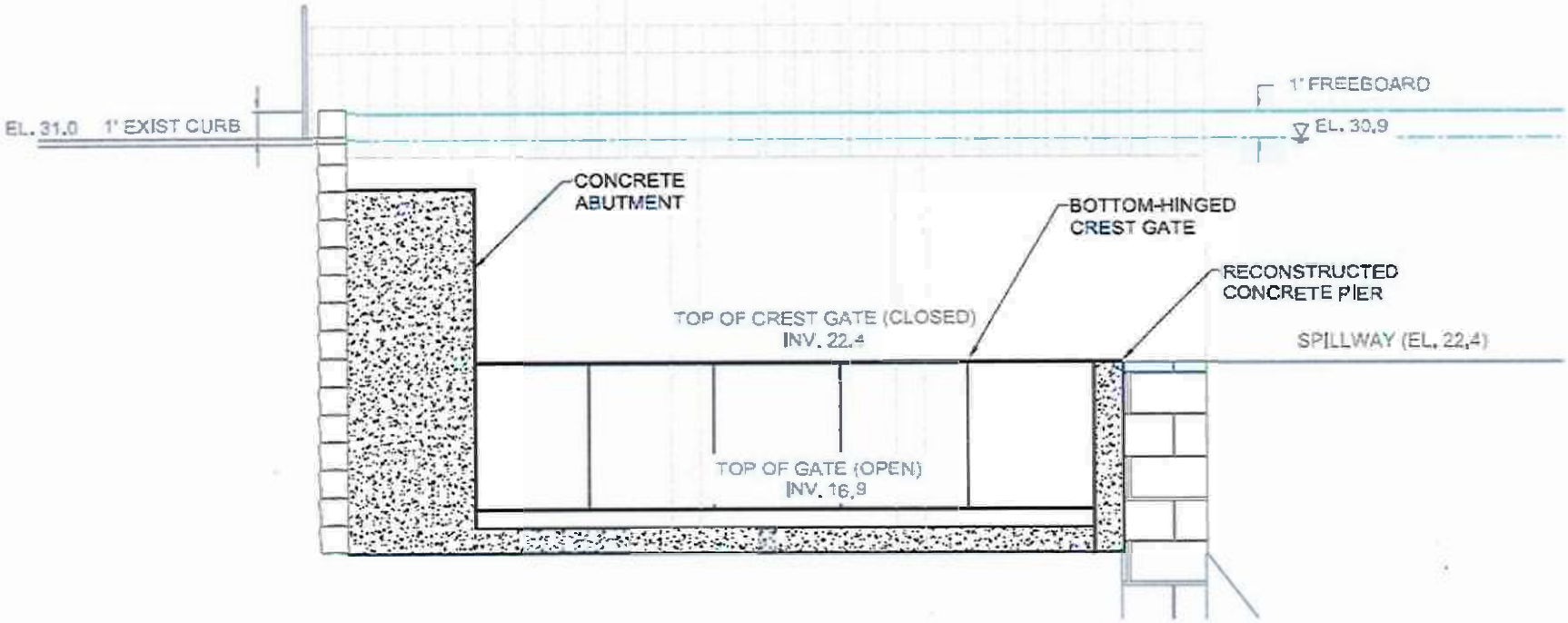




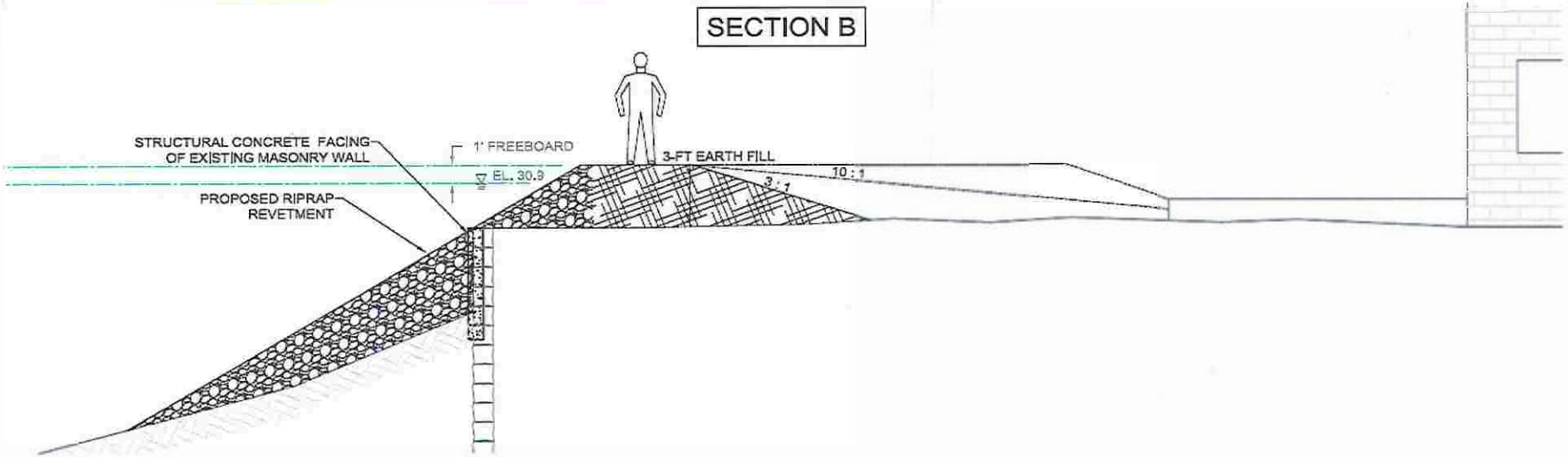
LOOKING UPSTREAM

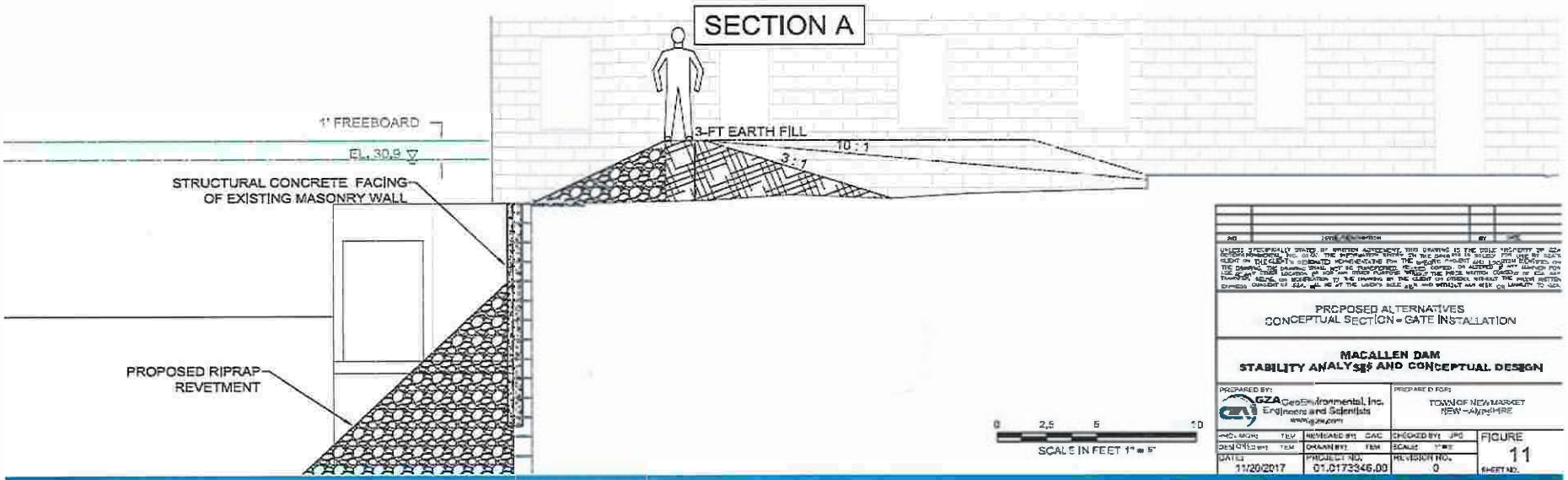
CREST GATE INSTALLATION: GATE STRUCTURE





CREST GATE INSTALLATION: RIGHT ABUTMENT





PROPOSED ALTERNATIVES
CONCEPTUAL SECTION - GATE INSTALLATION

MACALLEN DAM
STABILITY ANALYSIS AND CONCEPTUAL DESIGN

PREPARED BY: GZA GeoEnvironmental, Inc. Engineers and Scientists www.gza.com

PREPARED FOR: TOWN OF NEW MARKET NEW HAMPSHIRE

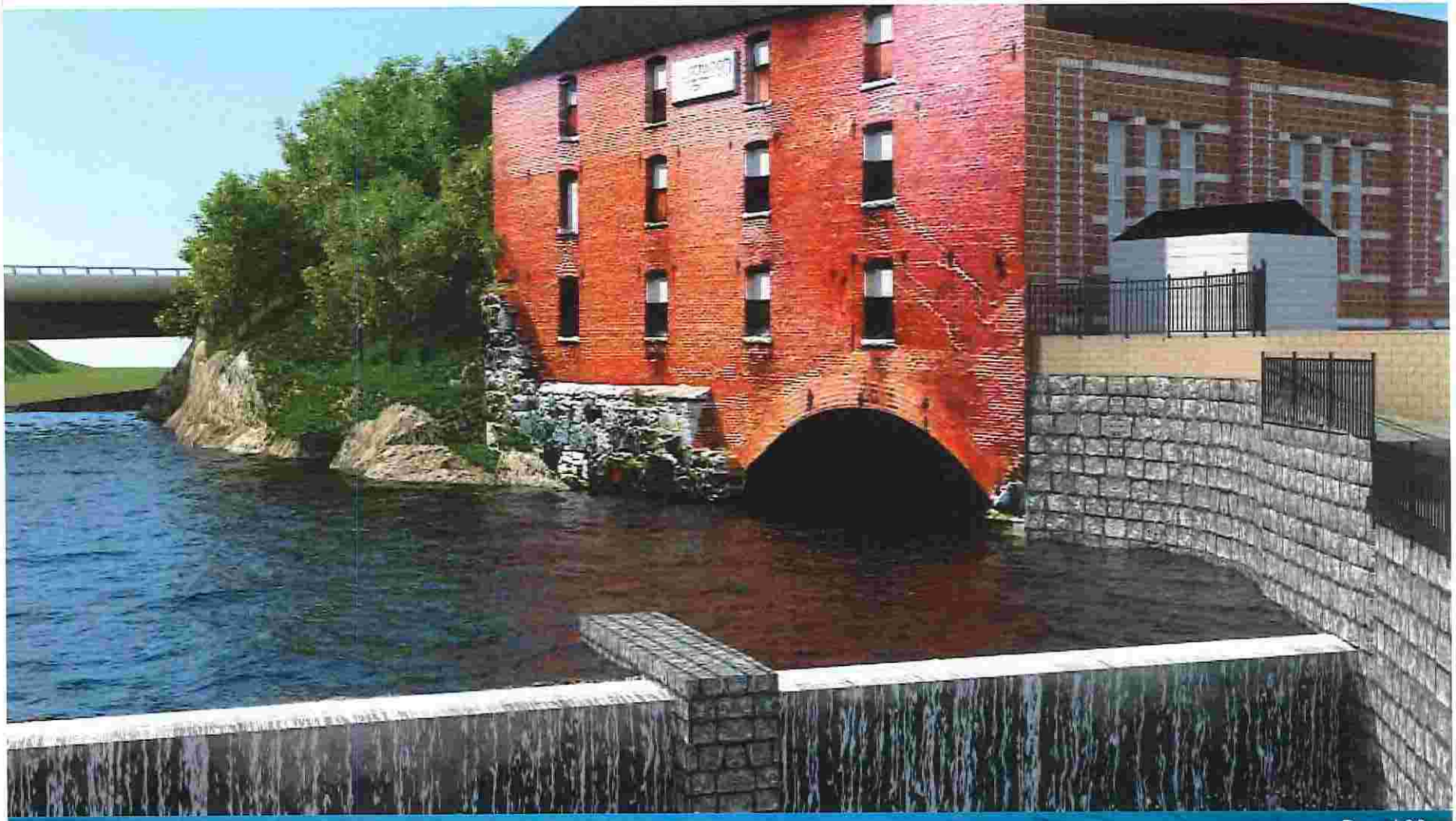
DATE: 11/20/2017	PROJECT NO. 01.0173346.00	REVISION NO. 0	FIGURE 11

CREST GATE INSTALLATION:

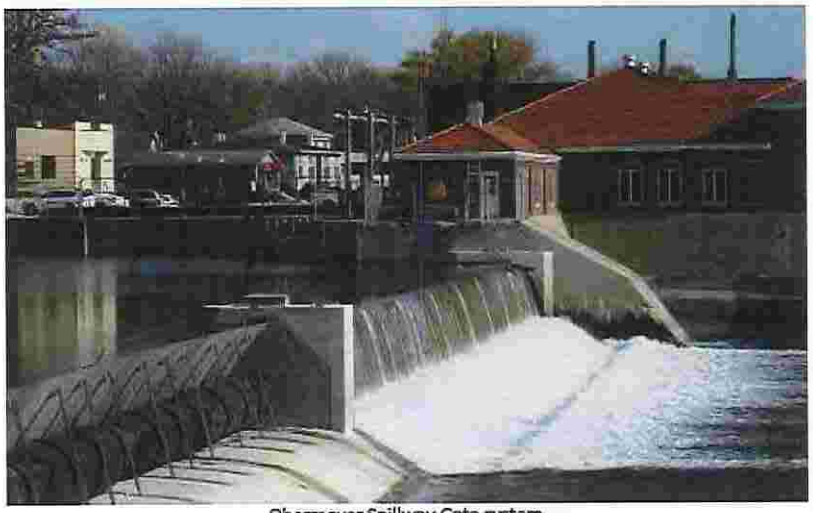
CREST GATE INSTALLATION:

CREST GATE INSTALLATION:

CREST GATE INSTALLATION:



CREST GATE ALTERNATIVES
PNUEMATIC GATE



Obermeyer Spillway Gate system.
Image Source: Obermeyer hydro, Inc. website.

- Bottom-hinged crest gate
- Air-Filled Rubber Bladder supports entire crest gate width
- Accurate automatic pond level control even under power failure conditions
- "Fail-Safe" operation
- Steel plates on upstream edge
- Success in cold climates
- Requires control house
- 30+ years Life Expectancy

CREST GATE ALTERNATIVES
PNUEMATIC GATE

Obermeyer Spillway Gate system. Jackson Falls Dam, Nashua, NH

Image Source: GZA Phase I Inspection

CREST GATE ALTERNATIVES
HYDRAULIC GATE

Hydraulically-Operated Crest Gate system. Otis Reservoir Dam, Otis, MA
Image Source: GZA Construction Observation

- Bottom-hinged crest gate
- Hydraulic piston controls steel crest gate
- Precise control of water levels
- "Fail-Safe" operation
- Steel plates on upstream edge
- Requires control house
- Success in cold climates
- Increased life expectancy
- Increased cost (+ $250,000)
- 60 – 100 year Life Expectancy

CREST GATE ALTERNATIVES
HYDRAULIC GATE

Hydraulically-Operated Crest Gate system.
Image Source: Steel Fab, Inc. Crest Gate Brochure

DAM REPAIRS

Photo A, Crack behind ladder

Photo F

Leakage at gate structure

Photo J

ESTIMATES OF PROBABLE COST

Option 1	$1.46M
Option 2	$1.43M
Option 3	$1.22M
Pneumatic Gate	$1.23M
Hydraulic Gate	$1.54M

- Cost for replacement of existing gates:
  $140K for gate + $120k for structure repairs
  (included in Options 1, 2, and 3)

ESTIMATES OF PROBABLE COST

ESTIMATES OF PROBABLE COST						
ITEM NO.	DESCRIPTION	OPTION 1	OPTION 2	OPTION 3	PNUEMATIC GATE	HYDRAULIC GATE
1	Mobilization/Demobilization	$66,000	$66,000	$66,000	$66,000	$66,000
2	Temporary Erosion and Sediment Control	$19,800	$19,800	$19,800	$19,800	$19,800
3	Right Side Temporary Dewatering and Water Control	$73,500	$73,500	$73,500	$73,500	$73,500
4	Left Abutment Parapet Wall	$158,800	$158,800	$158,800		
5	Right Abutment Parapet Wall	$356,200	$292,100	$114,400		
6	Right Abutment Earth Fill		$42,100	$56,400	$42,100	$42,100
7	Existing Right Abutment Wall Repairs	$162,800	$162,800	$162,800	$162,800	$162,800
9	New Steel Slide Gates	$138,600	$138,600	$138,600		
10	Gate Structure Repairs & Left Side Water Control	$123,600	$123,600	$123,600		
11	Left Side Water Control & Pumping	$22,000	$22,000	$22,000	$71,800	$71,800
12	Demolition of Existing Gate Structure				$104,200	$104,200
13	Obermeyer Crest Gate				$403,200	
14	Hydraulic Crest Gate					$645,900
15	Site Restoration	$39,600	$39,600	$39,600	$39,600	$39,600
	Estimated Construction Costs	$1,161,000	$1,139,000	$976,000	$983,000	$1,226,000
	25% contingency	$290,300	$284,800	$244,000	$245,800	$306,500
	Total:	$1,460,000	$1,430,000	$1,220,000	$1,230,000	$1,540,000

Engineering Studies and Design:	$60,000 - $100,000
Permitting:	$60,000 - $70,000
Construction-Phase Services:	$100,000 - $140,000
Estimated Total:	$220,000 - $310,000

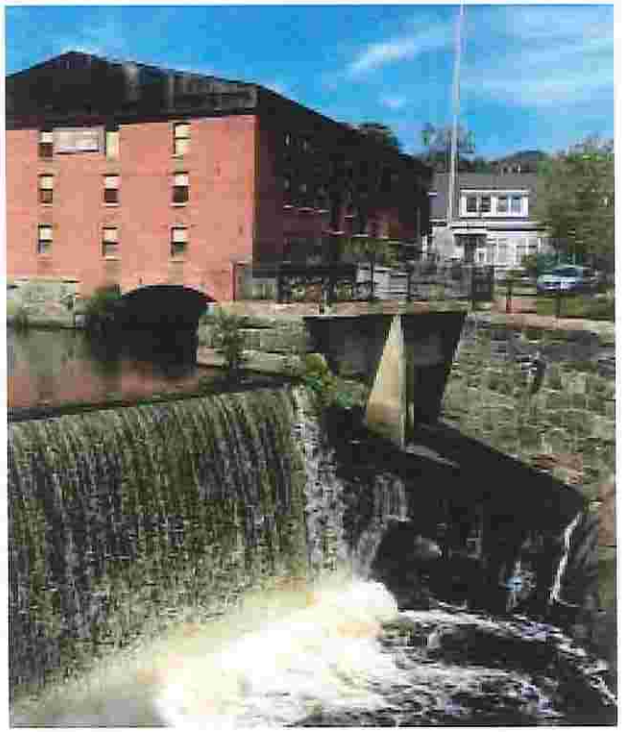
Note: Estimates rounded up to the $10k

MOVING FORWARD
NEXT STEPS

Fall 2017	NHDES approval of Concept Design (Summary Report)
Winter 2018	Public Hearing; Town Approval of Preferred Alternative
Spring 2018	Council Approval of Funds for Final Design/Permitting
Summer 2018	Begin Engineering, Final Design, & Permitting
Fall 2018	Start of Town's CIP and Budget Process
March 2019	Town Meeting Vote on Bond for Construction
Spring 2019	Construction Bidding Process; Order Gates*
Summer 2019	Permits Received
Summer 2019	Contract Award; Construction Begins
Fall 2019	Construction Ends (Late October*)
Winter 2020	Reporting and Project Closeout

PERMITTING AND REGULATORY COMPLIANCE

1. Dam Permit
2. Wetlands Permit
3. Shoreland Permit (250')
4. Corps State Programmatic General Permit
5. NPDES Construction General Permit
6. Local Permitting
7. FEMA Floodway No-Rise Certificate



PERMITTING AND REGULATORY COMPLIANCE

Permitting Item	Cost Estimate
1. Wetland Delineation/Characterization and Shoreland Field Documentation	$2,000
2. NH Licensed Land Survey	$3,000
3. Major Impact Wetland Permit (without fees)	$5,000
4. Wetland Permit Fee	$2,700
5. Phase IA Archeological Assessment	$5,000
6. Army Corps Permitting (includes pre-application meeting)	$3,000
7. Local Permitting (if not waived)	$3,000
8. Local Meetings (for wetland and designated river permitting)	$4,000
9. Shoreland Permit	$3,000
10. Shoreland Permit Fee	$750
11. Dam Permit	$10,0 0
12. Dam Permit Fee	$4,000
13. FEMA Floodway Analysis	$5,000
Subtotal	$50,450
Contingency (10%)	$5,050
Total	**$55,500**

Assumptions:

1. Project is anticipated to be classified as a Major Impact Project due to impacts to streambank likely exceeding 50 linear feet. As a result, Historical Review and a Stamped Survey will be required.

2. Lamprey River is a New Hampshire Designated River and is also considered "Wild and Scenic". As a result, presentation of the wetland application to the advisory committee and inclusion of comments will be required.

3. Rare Species Study and Phase 1B/2/3 Archaeological Studies are not anticipated as part of dam rehabilitation.

4. Wetland Mitigation Costs are not expected to be required as part of the dam rehabilitation. Final Design will be coordinated with permitting to mitigate wetland impacts to the maximum extent possible.

GEOTECHNICAL
ENVIRONMENTAL
ECOLOGICAL
WATER
CONSTRUCTION MANAGEMENT

Questions?

GZA

Proactive by Design

GEOTECHNICAL
ENVIRONMENTAL
ECOLOGICAL
WATER
CONSTRUCTION MANAGEMENT

5 Commerce Park North
Suite 201
Bedford, NH 03110
T: 603.623.3600
F: 603.624.9463
www.gza.com

April 19, 2018
RFP File No. 01.P000818.18

Newmarket Town Hall
Town Council Chambers
186 Main Street
Newmarket, NH 03857

Re: Macallen Dam Rehabilitation - Final Design and Permitting
Formal Scope, Budget and Contract Agreement
Newmarket, New Hampshire

Pursuant to the Macallen Dam Study Committee's (Committee) notification to GZA GeoEnvironmental, Inc. (GZA) that the Town of Newmarket (Town) has selected GZA to execute final design and permitting for the rehabilitation of Macallen Dam, we are pleased to present this formal scope of work, budget and contract agreement for engineering services. The primary goal of the project is to perform final design and permitting for the rehabilitation of portions of the dam to address specific dam safety issues identified by the New Hampshire Department of Environmental Services Dam Bureau (NHDES). The work will be performed as a follow-up to GZA's conceptual design concepts and stability analyses detailed in the *Macallen Dam: Stability Analysis and Conceptual Design of Remedial Alternatives* Summary Report, which was finalized on November 22, 2017, and the preferred alternative as detailed in our *Action Plan: Conceptual Design Modifications to Macallen Dam* Memorandum, which was finalized on March 26, 2018.

The key objectives to bring the current conceptual-level preferred alternative to final design level with accompanying 100% Plans, Specifications and Bid Documentation include:

a) Confirm dam safety deficiencies as identified by previous studies and provide improved information based on existing site conditions, site survey, and supplemental subsurface investigations (as appropriate).

b) Assess preferred alternative related options for addressing dam safety deficiencies and evaluate potential advantages and disadvantages of options in terms of effectiveness, constructability, environmental impacts, and cost. Refine the preferred alternative in cooperation with the Town and project stakeholders.

c) Develop a restoration design for the adjacent parcel of land that is consistent with the Town's vision and goals.

d) Prepare preliminary and final plans and specifications for the rehabilitation of the dam abutments, training walls, gate structure and adjacent areas in accordance with standard engineering practice and per NHDES's Dam Safety Regulations (Env-Wr 300-400). Provide the Town with an engineer's cost estimate for construction.

e) Coordinate with permitting agencies and project stakeholders as part of public outreach. Prepare the necessary permit applications for the execution of the project.

f) Assist the Town with the bidding process and selection of the construction contractor.

GZA understands that additional assistance with resident engineering services and engineer-of-record services may be requested as an addendum to this contract.

An Equal Opportunity Employer M/F/V/H

PROJECT BACKGROUND AND UNDERSTANDING

The Town of Newmarket is seeking the services of GZA to perform various supplemental investigations and environmental permitting services leading to final rehabilitation design associated with the Macallen Dam (D177001), located in Newmarket, New Hampshire. GZA prepared abutment stability analyses, gate automation analysis, and conceptual designs of remedial alternatives for the Macallen Dam during 2017. The objective of GZA's prior work was to develop concepts to help bring the dam into compliance with NHDES Dam Bureau's Discharge Capacity requirements under Section Env-Wr 303.12 of the New Hampshire Code of Administrative Rules and to address dam safety deficiencies identified in a Letter of Deficiency (LOD) issued by the NHDES Dam Bureau on September 27, 2010.

In support of the conceptual design of proposed dam rehabilitation alternatives, GZA prepared and submitted a Summary Report titled *Macallen Dam: Stability Analysis and Conceptual Design of Remedial Alternatives Summary Report* to the NHDES Dam Bureau on November 22, 2017, which outlined conceptual design concepts and abutment stability analyses. The report includes three (3) conceptual alternatives which preserve the layout of the existing gate structure and spillway and raise the left and right abutments to provide the required 1-foot of freeboard for the previously approved inflow design flood (IDF) of 9,824 cfs with a maximum water surface elevation of 33.6 feet, and address stability and condition issues associated with the existing abutment and gate structure walls. Note that based on the results of an Incremental Damage Assessment (IDA) by others, NHDES has accepted the inflow design flood for the dam to be equal to the 100-year peak discharge, which has a peak flow of 9,824 cfs, based on hydraulics associated with the current (existing) conditions.

The report also includes alternatives to replace the existing gate structure which would increase (the currently deficient) discharge capacity of the dam, such that safe passage of IDF is achieved. The Lamprey River has a complex hydrologic and hydraulic function, such that during peak flows water from the Lamprey River Watershed discharges to the Oyster River Watershed. As a result, modifications to the hydraulic capacity of the Macallen Dam impact how much water is discharged out of the Lamprey River Watershed, and thus impact the peak flow at the dam. Under existing conditions, the dam does not pass the IDF (100-year flow) which is currently 9,824. The report details the conceptual replacement of the existing gate structure in a manner that will increase hydraulic capacity of the dam, which results in a proposed IDF of approximately 11,100 cfs and a peak water surface elevation of approximately 30.9 feet. The gate modification alternatives would include some increase in the existing abutment elevations but not to the degree of the original three alternatives.

The Town received a letter from NHDES Dam bureau on February 13, 2018 approving the proposed conceptual alternatives of raising the abutment height or replacing the existing gate structure with a bottom hinged crest gate designed for failsafe operation as options for meeting the discharge capacity requirement of passing the IDF with at least 1-foot of freeboard and no manual operations. The Town is currently in the process of engaging project stakeholders, including New Hampshire Fish & Game (NHF&G), the Newmarket Community Development Council (NCDC), B&N Investors Limited Partnership (B&N), and Bryant Rock Condominium Association, to discuss the progress of conceptual design for the rehabilitation of Macallen Dam and the next steps as the project progresses into final design and permitting.

Subsequent to NHDES February 13th approval of the conceptual approach, GZA submitted a final memorandum titled *Action Plan: Conceptual Design Modifications to Macallen Dam* on March 26, 2018 which outlined the next steps to bring the Macallen Dam into compliance with New Hampshire Dam Safety Regulations and focuses on the preferred repair alternative developed by GZA and approved by the Committee to be developed further for final design. The preferred alternative includes demolition of the existing concrete gate structure and installation of a pneumatically-actuated automatic crest gate in the same location as the existing gate structure to the left of the spillway. This option also includes rehabilitation and repair of the left and right training walls and slight raising of the right abutment. The conceptual design for raising the right abutment includes the addition of earthen fill with a fence and restoration as a public park.

Concurrent with the Action Plan preparation and at the request of the Town, GZA began initial coordination with NHF&G via email and telephone communication to schedule a meeting to discuss the project. GZA then attended the meeting with the Town, NHF&G, and NHDES on March 19, 2018 to discuss the project.

Additionally, at the request of the Town, GZA prepared site figures and conceptual renderings of the proposed park restoration in support of a grant application to the *50th Anniversary National Trails and Wild and Scenic Rivers Project*that was submitted on March 2, 2018.

PROJECT APPROACH

Our proposed conceptual design addresses the dam deficiencies, including inadequate spillway capacity and structural instability and deterioration associated with the training walls and gate structure. Based on our expertise with dam engineering design and construction, the key design issues for the proposed Macallen Dam rehabilitation include:

- Suitability of sub-surface conditions to support proposed rehabilitation of the abutment walls and installation of a new crest gate system;
- Project schedule impacts due to likely long lead time for gate fabrication;
- Constructability, especially dealing with water control and stream diversion during dam construction;
- Identifying hydraulic characteristics of new gate in relation to seasonal and emergency flooding operations;
- Automated operation of gate and failsafe gate operation and contingency for gate maintenance; and
- Location of and access to the new control shed, which will contain air compressor machinery and other related gate control systems (i.e., water level sensors).
- Public access and restoration of the adjacent parcel of land as a public park.

GZA's approach to the engineering investigations and design tasks for the Macallen Dam Project involves a phased, sequential approach such that the project objectives can be responsively met with the appropriate level of engineering effort and scope, in a manner mutually understood by, and acceptable to, the Town and GZA. Using this type of approach, GZA can effectively keep the Town apprised of the results of each major task, and effectively obtain input to address concerns (that we may not otherwise be aware of) during the course of the work. Our strategy is to work closely with the Town to develop a final design that will address the concerns identified during the previous dam inspections, incorporate current design practice, provide for environmental best management practices, provide for public access through development of a public park, and positively address the project scheduling and budgetary needs.

Our strategy also is one that acknowledges that permitting concerns will be critical for the success of this project. A successful permitting strategy requires efforts on two fronts: appropriate design and public involvement. The public and the various resource agencies should be consulted early and often, ideally before the formal permitting process. This will help build a sense of project partnership and ownership on the part of the stakeholders. It is GZA's experience that if stakeholders are provided with adequate information and allowed early input on a project, they can be transformed from adversaries to project advocates, without sacrificing dam safety engineering standards. This is typically very important on dam rehabilitation projects where water control will be a major issue.

GZA landscape architects will meet with the Town early on to gain an understanding of what type of program elements and spatial configurations are desirable for the public access park. The schematic design provided by for the *50th Anniversary National Trails and Wild and Scenic Rivers Project* may serve as a starting point to solicit further information

from the Town and its stakeholders about what uses the park shall serve, what plant material may be preferable, informational signage, park furniture and amenities, lighting, and water access.

The following scope of services has been prepared based on recent discussions and meetings with the Town, the Dam Study Committee, and NHDES during 2017 and 2018.

SCOPE OF WORK

Task 1. Preliminary Coordination and Grant Application Support – (Completed)

At the request of the Town, prior to initiating the new contract for final design and permitting, GZA performed additional services to facilitate project progress in accordance with the project schedule outlined in the Action Plan. These services included:

- Attendance at a Macallen Dam Study Committee Meeting on February 15, 2018 to discuss status of the project, approval of conceptual alternatives and next steps, and coordination and scheduling of future meetings.
- Coordination with project stakeholders, including telephone conversations and email communication with NHF&G, to request and schedule a meeting to discuss the progress of conceptual design for the rehabilitation of Macallen Dam and next steps as the project moves into final design.
- Attendance at a meeting with the Town, NHF&G, and NHDES on March 19, 2018 to discuss status of the project, access and property issues, and coordination and scheduling of future meetings.
- Support for the preparation of a grant application for the *50th Anniversary National Trails and Wild and Scenic Rivers Project*, including development of a conceptual site plan and renderings of conceptual improvements to the proposed Macallen Waterfront Park. *Note: GZA is only including 50% of the labor costs billed to date for work completed for preparation of the grant.*

Our summary cost table presented at the end of this proposal includes the amount expended to execute these services.

Task 2. Project Management and Meetings

Task 2.1 Kick-Off Meeting

Upon notice to proceed, GZA project team members will contact the Town to schedule a meeting to discuss various technical and project management issues including:

- Client's concerns, objectives, and preferences;
- Pertinent existing data needs;
- Present overview of proposed engineering approach and methods; and
- Overview of project schedule (i.e., key milestones, timing of deliverables, etc.).

In conjunction with the Kick-Off Meeting, the design team will re-visit the dam site to conduct a more thorough site reconnaissance to evaluate site access for evaluation and construction related activities. GZA will evaluate any changes observed and stating our opinion as to the current condition of the dam.

Task 2.2 Additional Meetings

In support of the tasks proposed under this scope of work, we have budgeted for five (5) joint coordination meetings with the Macallen Dam Study Committee and additional stakeholders (NHDES, NHF&G, abutters, etc.). Included within the budgeted five meetings, GZA can attend a meeting of a public presentation to the Newmarket Town Council, public, affected property owners, and stakeholders as requested by the Town. If requested by the Town, GZA can take the lead to present the results of project. If additional meetings are requested, GZA can amend the contract to support the needs of the Town.

GZA suggests that meetings with project stakeholders be held, and that GZA attend these meeting to provide support and direction to the Town. We envision these meetings would have three purposes, 1) inform stakeholders of the serious deficiencies at the dam; 2) inform stakeholders of the options for correcting the deficiencies; and 3) solicit feedback and input from stakeholders on the design of the rehabilitation project. At these meetings, the stakeholders will be presented with the alternatives which were studied and rejected by the Town and GZA and the Preferred Alternative. By involving stakeholders at this time, before formal permitting begins, it is hoped that stakeholder concerns and issues can be identified and resolved before the required permitting public meetings. Input provided by stakeholders will be included, where appropriate, in the design of the preferred alternative.

More than five (5) meetings may be required during the duration of the project. If additional meetings are requested, the cost for each meeting would be $1,100.00 and would include attendance at a meeting (assumed to be 2 hours), with travel, and two hours of preparation time.

Task 3. Field Investigations / Data Gathering

Task 3.1 Subsurface Explorations & Laboratory Testing

GZA proposes to design and execute a program of supplemental subsurface explorations test borings, soil sampling, and laboratory analysis. We are proposing these explorations primarily to collect data on the subsurface conditions at the abutments of the dam. We anticipate one test boring and up to two probes will be performed by a driller under contract to GZA during one day of drilling. The locations of the boring and probes will be selected to provide a representative picture of the subsurface soil, and foundation conditions behind the left abutment training wall. It is anticipated that the borings will be extended approximately 30 to 40 feet deep, or until bedrock is encountered, whichever is shallower.

The test boring will be performed with a truck mounted or all-terrain mounted vehicle (ATV) drill rig. Borings will be advanced by drive-and-wash methods with flush jointed casing. Standard penetration tests (SPT) will be performed continuously in the fill and every 5 feet thereafter. Samples will be taken for analyses. We anticipate up to 10 feet of NX rock coring at one boring location to confirm bedrock conditions. Borings will be observed and logged by a GZA field engineer. We have budgeted one day for the drilling observation under this task.

GZA has assumed the drilling program outlined above will be completed in approximately one (1) rig day. All drilling will be completed during normal working hours, between 7AM and SPM. GZAwill inform the Town as soon as possible if any unanticipated conditions are encountered that extend the drilling program beyond the budgeted 1 rig day. GZA assume that the Town will arrange for access to the exploration locations and coordinate approval from abutters as necessary.

GZA has assumed the preparation of any necessary permit applications will be completed by the drilling sub-contractor. Any permitting fees will be paid for directly by the Town and have not been included in our labor budget. A table detailing expected permit fees is included at the end of the cost proposal.

GZA plans to execute a geotechnical laboratory testing program to estimate material properties to be used in the geotechnical design. In particular, sieve analyses (ASTM D422) will be performed to facilitate soil classifications and to estimate permeability values. GZA has budgeted up to two (2) sieve tests for gradation.

Task 3.2 Test Pit Explorations

GZA proposes to execute a program of up to three (3) test pits behind training walls at the right and left abutments to make visual assessments of conditions behind the walls. GZA will visually observe and photo-document the condition of the walls. We anticipate test pit operations will be complete in one day. While on-site GZA will attempt to evaluate the condition of the stone masonry and back batter (if any) of the stone masonry training walls. This information will be used to assess existing stability of the training walls and to confirm assumptions used in our preliminary geotechnical assessments.

Test pits will be performed in one field day during the hours of 7AM to 5PM during at locations mutually agreed upon by GZA and the Committee. The test pits will be performed by a qualified excavation contractor who will be sub-contracted to GZA. We anticipate test pits will be up to a maximum of approximately 6 feet in depth, or shallower depending on conditions encountered. Soil excavated from the test pit will be backfilled in 1-foot thick lifts and tamped by the excavator bucket upon completion. Prior to the test pit excavations, GZA will coordinate with our subcontractor to notify New Hampshire 811 (Dig Safe). A GZA representative will be on-site to coordinate field activities, observe the test pits, document the observed conditions and prepare exploration logs.

GZA and its subcontractor will attempt to minimize impacts, however some disturbance of existing grass and vegetation should be expected at the test pit locations.

Task 3.3 Wetlands Delineation

This field work task will include the efforts of a GZA wetlands scientist to identify and delineate the federal and state wetland resource areas on and within 150 feet of the dam limits. The following work will be completed as part of this subtask:

- GZA will delineate wetland boundaries throughout the Site in accordance with the U.S. Army Corps of Engineers (USACE) Wetlands Delineation Manual, Technical Report Y-87-1, using the Routine Determination Method; in conjunction with the Regional Supplement to the Corps 1987 Wetland Delineation Manual: North Central and Northeast Region, Technical Report ERDC/EL TR-09-19; North American Digital Flora: National Wetland Plant List, Version 2.4.0 US Army Corps of Engineers, Engineer Research and Development Center, Cold Regions Research and Engineering Laboratory, Hanover, NH and BONAP, Chapel Hill, NC (2012) and Field Indicators for Identifying Hydric Soils in New England, Version 4, 2017;
- Surveyor's flagging will be used to mark the limits of inland bank and vegetated wetland in the work area, and the flags will be uniquely marked with an alpha-numeric identifier so that they can each be identified on the project plans. These flags will be surveyed as a part of the project survey effort;
- Classification of wetlands will be in accordance with *Classification of Wetlands and Deepwater Habitats of the United States*, U.S. Fish and Wildlife Service 1979, including identification of surface waters and classifications, as appropriate;
- Complete photographs, sketches and wetland classification datasheets to generally characterize each wetland, with a focus in the areas on the edges of the ROW where clearing activities will occur;
- Assess potential vernal pool habitat in accordance with *Identification and Documentation of Vernal Pools in New Hampshire*, second edition, 2004. Potential vernal pools will be identified within the project area. Confirmation of

vernal pools can only occur during the typical breeding season from May through June. Therefore, for purposes of agency discussions and permitting, potential vernal pools will need to be confirmed or assumptions that these areas contain vernal pools made to advance the project through permitting; and

- GZA will complete a wetland function-value assessment throughout the Site in accordance with the USACE Highway Methodology Workbook Supplement. The data from this assessment will be incorporated into permitting documents for the project.

Task 3.4 Topographic and Wetlands Survey

GZA will engage **Doucet Survey, Inc.,** a surveyor licensed in the State of New Hampshire, to perform a topographic survey of the site and immediate area. Spot elevations will be taken on important structures and appurtenances. The surveyor will create a base topographic map of the site with 1-foot contour intervals. The survey area is approximately 0.5 acres and will include the areas identified in Figure 1. Trees of greater than 4-inch diameter at breast level will be located on the plan and the general tree line will be delineated. The alignment of overhead utilities will be shown on the plan as well as the locations of indicators of subsurface utilities and assumed alignments.

The site plan will be prepared in AutoCAD format at a scale of 1-inch equals 20 feet. The site plan will be used as a base map by GZA in design development and will be suitable for use in future permitting and construction documents. The survey will augment LiDAR data and prior survey data already collected at the site. The base map will reference the horizontal datum based on New Hampshire State Plane Coordinates NAD83 and the vertical datum based on the North American Vertical Datum of 1988 (NAVD88).

GZA does not propose to research property lines as a part of the site survey, but approximate property lines based on assessor's maps will be overlain on the plan. The Action Plan includes a description of property ownership rights for the parcel and the fish ladder, as well as, a recommendation to engage project stakeholders throughout the design process. No bathymetry work is proposed as part of this scope of services. GZA plans to use existing bathymetric data, collected at 5-foot contour intervals by Gomez & Sullivan (GSE) as part of their 2016 Feasibility Study, to supplement topographic information collected as part of this task.

Task 4. Final Design

Task 4.1 Hydrologic and Hydraulic Analyses

GZA understands that significant effort has previously been performed by others in support of the hydrologic and hydraulic (H&H) analysis and NHDES has reviewed the work performed; therefore, no hydrologic analysis will be performed as part of this scope of work. The existing model approved by NHDES will be used.

GZA will refine the one-dimensional hydraulic model, developed in HEC-RAS format, that was approved by NHDES in 2016 for hydraulic analysis of the final design alternative. GZA's analysis will focus on refining dam / gate geometry at the Macallen Dam to evaluate impacts to peak flows and water surfaces elevations resulting from dam rehabilitation and modification of the gate structure. GZA will prepare a short summary of the hydraulic results in a memorandum to be submitted to NHDES for review and approval. We have assumed that one teleconference call to discuss the results will be sufficient.

Model results including peak inflow and discharge rates, free board or overtopping depth, percent of SDF passed will be presented in tabular form and model input parameters will be summarized within the permit documents.

Task 4.2 Structural Design and Updated Geotechnical Evaluations

Design of the proposed rehabilitated training walls, parapet walls (if any), and crest gate structure will be performed in accordance with the New Hampshire Dam Safety Regulations and standard engineering practice and our experience with similar structures. Our stability analysis for the proposed new gate structure will address loading under normal operating conditions, impact loading, ice loading at normal pool elevations, flood conditions at the SDF pool elevation and seismic loading conditions at the normal pool. GZA will perform an updated two-dimensional stability analysis (limit equilibrium analysis) using the "Gravity Method" at the left abutment training wall. The right abutment training wall will be evaluated using the "Gravity Method" as well as GeoStudio's Slope/W program, where appropriate. Potential impacts to the walls due to added loads from proposed fill and or parapet walls will be evaluated. The design will provide for appropriate Factors of Safety against sliding failure, overturning and bearing capacity failure for each loading condition as per the recommendations of the Corps of Engineers criteria and New Hampshire Dam Safety Regulations, as appropriate. Subsurface explorations, discussed above, will be used to verify parameters and stability analyses performed as part of the final design.

Please note that no analysis and design of the existing spillway (other than the gate structure) is included within this scope of work as NHDES has confirmed their understanding that the gate replacement is not considered alteration of the existing spillway.

Task 4.3 Plans and Specifications

The Dam Study Committee has voted and approved the Preferred Alternative and we assume the Town will officially accept the recommended Preferred Alternative. Upon approval by the Town of the Preferred Alternative, GZA will prepare plans, specifications and related documentation for use in obtaining permits and competitive bids from construction contractors for dam repair and modifications based on the previously agreed preferred alternative. The project design documents will provide for means of addressing the identified deficiencies, including spillway/gate capacity, abutment stability, outlet works configuration, slope protection on the upstream slope, tree clearing, training wall rehabilitation/re-pointing, etc. Presently, we anticipate the final design plans will include, at minimum, the following:

Civil/Site Drawings

- Cover Sheet;
- Existing Conditions Plan;
- Proposed Improvements Plan;
- Sediment and Erosion Control / Water Control Plan;
- Traffic Control Plan (possible);
- Sections/Details (two to four sheets); and
- Mitigation Plans and Sections (possible)

Gate Related Structural/Mechanical/Electrical Drawings

- General Notes
- Demolition Plan – Existihg Gate Structure
- Crest Gate Details and Elevations

- Standard Details
- Control Shed Plan and Notes
- Control Shed Section, Details and Schedules
- Electrical/Instrumentation Controls

GZA will prepare drawings at 50-, 90- and 100-percent (final) stages. At interim stages, GZA will solicit the Town's input and address its comments. Final plan sets will be stamped by a Professional Engineer, licensed in the State of New Hampshire. In addition to the contract plans, GZA will prepare contract technical specifications and bidding documents, at the 50-, 90- and 100-percent stages, including:

- Invitation to Bid;
- Instructions to Bidders;
- Special Conditions;
- Bid Form;
- Agreement Forms, Performance, and Payment Bond Forms (if not provided by the Town);
- General Conditions (if not provided by the Town); and
- Supplementary Conditions Technical Specification Clauses.

GZA will prepare, to the greatest extent possible, method specifications and will provide for lump sum pricing of bid items. Note that the crest gate specification will likely rely heavily on performance standards. Specifications will be submitted to the Town in draft form for comment prior to finalization. We have assumed that all front-end ("boiler plate") documents will be provided to GZA in hard copy and electronic formats by the Town.

An estimated project schedule for construction will be prepared and submitted as part of the final design package. GZA's final design package will also discuss effective ways in which the project can be implemented, as well as providing our opinion as to prioritization for repairs. GZA has provided an optional scope of work to perform construction phase services in Task 8. This currently optional task is strongly recommended to be included in our design contract so that we can observe compliance with plans and specifications and so that we may make adjustments to the design to meet unanticipated conditions encountered during construction. Note that a requirement of the dam safety permit will be the requirement that the Town engage a qualified Construction Engineer to ensure compliance with approved plans and specifications.

Drawings will be provided in electronic format and can be produced in hard-copy as needed; however, production of hard copies would be billed at cost plus 10 percent.

Task 4.4 Engineer's Estimate of Construction

Once the design is complete, GZA will also prepare an engineer's estimate of construction costs for the Town's budgetary purposes. The engineer's estimate will contain estimates of lump sum costs and approximate quantities used to determine total cost of unit price bid items, if any.

Task 4.5 Landscape Architecture Design of Park Restoration

GZA's Landscape Architect will work with the Town to advance the schematic design of the public park to final construction plans and specifications. Separate from the dam design package, GZA will provide 50-, 90-, and 100-percent design drawings with estimates of probable costs at each stage of design development. It is anticipated that that the Town will have strong input into the design of the pubic park. GZA will present design development drawings at public meetings at the 50- and 90-percent stage for public input. GZA landscape architects understand the historic nature of the park's setting and will take cues from the surrounding town's vernacular to guide in the design of the park. The park will be designed using Americans with Disabilities Act design guidelines, and local, and state building codes.

Task 4.6 Develop Operations and Maintenance Program

To fulfill the requirement stipulated in the NHDES Regulations for reconstruction of an existing dam in (Env-Wr 402.06(b), and related sections), GZA will prepare an Operations and Maintenance (O&M) Manual as supporting documentation for the permit application and for use by the Town in monitoring, operating and maintaining the reconstructed dam. The O&M Manual will set out procedures for maintaining the dam including the crest gate system, monitoring the structures, and operating the outlet control(s) in normal and emergency conditions. In particular, the O&M Manual will provide guidance for operating water control structures in accordance with NHDES normal operating procedures. Along with providing four copies of the plan, GZA will visit the site once to provide on-site training and orientation to operations staff, once construction and gate start-up/testing are completed.

Task 5. Permitting

Based on the preferred alternative presented in the Conceptual Summary Report and Action Plan, the project is estimated to include over 50 linear feet of bank impact, with work within 100 feet of the highest observable tide line that alters surface water associated with the Lamprey River, which is designated as a Wild & Scenic River. In addition, the project is located within 100-feet of a designated prime wetland. At this level of impact, the project will be classified as a Major Impact project by the New Hampshire Department of Environmental Services Wetlands Bureau per Env-Wt 303.02 (b) and (f). In addition, as currently designed, the project will require an NHDES Dam Permit, U.S. Army Corps of Engineers State Programmatic General Permit, possible local permitting, and possible FEMA Floodway No-Rise Certificate. The project will be subject to review by the following agencies for issuance of a wetlands permit:

- U.S. Army Corps of Engineers (USACE);
- U.S. Environmental Protection Agency (EPA);
- New Hampshire Department of Environmental Services (NHDES);
- New Hampshire Fish and Game Department (NHF&G);
- New Hampshire Division of Historic Resources (NHDHR);
- New Hampshire Natural Heritage Bureau (NHNHB);
- Lamprey River Advisory Committee, and
- The Town of Newmarket.

The Town of Newmarket has a Wetland Protection Overlay District which requires a Special (Conditional) Use Permit from the Planning Board for impacts within wetlands and wetland buffers. Therefore, GZA has included costs for wetland permitting and local permitting (if not waived as a municipal project). Although the project is located on a designated

river, the Site is located in an urbanized exempt area, and thus it is our understanding that it does not require an NHDES Shoreland Permit.

GZA has prepared this proposal based on information currently available as well as our experience with similar permitting. The actual level of effort required to complete the natural resources permitting identified in this project is unknown, to a certain degree, because the extent of impact required for construction activity will be tabulated as part of preparing final dam plans and completing the permit process. Therefore, assumptions regarding the anticipated level of impact have been made above and are further detailed in the subtasks below.

Task 5.1 NHDES and USACE wetland Permitting

Based on overall project need and review of preliminary data, GZA anticipates that the project requires a standard Wetlands Permit and will be classified as a major impact project. GZA has made several assumptions that guide the approach to permitting this project as outlined below. GZA will prepare documentation and compile State wetland permitting documents for submittal as follows:

- GZA will quantify and classify the level of natural resource impact (wetland, wetland buffer, shoreland, vernal pool, exemplary natural community, and endangered species habitat);
- GZA will prepare a narrative report that addresses the need for the proposed impact and the steps that have been taken to avoid and minimize impacts in accordance with NHDES Administrative Rule Env-Wt 302.04 (a);
- GZA will complete the USACE Appendix B Checklist (as required by the NHDES wetland permit application) which requires review of several environmental factors including impaired streams, floodplain identification, wildlife habitat identified in the NH Wildlife Action Plan, and others that may be applicable to this project;
- GZA will submit a Request For Project Review submittal to the New Hampshire Division of Historical Resources (NHDHR) for the project;
- GZA will initiate final review of the project Site by the New Hampshire Natural Heritage Bureau (NHNHB). Coordinate with NHNHB and/or the NHF&G – Nongame and Endangered Wildlife Program, and the United States EPA to address concerns over endangered, threatened or rare species that may be affected by the proposed project. NHNHB reviews are required to be completed within one year of submittal of the wetlands permit application;
- GZA will also coordinate and participate in meetings with other agencies (i.e., NHF&G and NHNHB) as needed to support the application review process. GZA will prepare a NHDES Wetlands Permit Application package that includes a Wetland Permit Application Form, United States Geologic Survey site locus map, tax maps, permitting plans, abutters list, and impact photographs. GZA will provide the wetland permit application to the NHDES. In addition, four copies of the application will be provided to the municipalities for internal use and public review;
- GZA will notify all abutters of this project via certified mail in accordance with NHDES Env Wt 501.01(c); and
- GZA will coordinate with USACE to participate in the pre-application meeting and project review.

For the purposes of this proposal, GZA has made several assumptions, as outlined below:

- The proposed project will permanently impact less than three acres of wetland and qualify for review under the Department of the Army General Permits for the State of New Hampshire, which will require the preparation of a Standard Wetland Permit Application;
- An Alteration of Terrain (AOT) Permit will not be required as less than 100,000 square feet of disturbance is anticipated;

- Wetland mitigation will not be required as less than 10,000 square feet of wetland impact, expected less 200 linear feet of permanent shoreline impact is anticipated, and the addition of riprap to protect existing infrastructure (per Env-Wt 302.03);
- This task assumes a wetland permit fee of approximately $2,700. The actual wetland permit fee will vary based on the final design and the square footage of proposed wetland impact; and
- Shoreland permitting is not anticipated to be required as the project is located on urbanized exempt lots as described in the current Town of Newmarket Shoreland Protection Overlay District and the NHDES Shoreland Permit Program Guidance.

Task 5.2 NHDES Dam Permit

GZA will prepare and submit an Application to Construct or Reconstruct a Dam Permit to NHDES. Requirements for the Dam Permit application will include technical plans and specifications (from Task 4) as well as a project narrative and other information in support of the application form. Note NHDES requires a general filing fee of $2,000 to facilitate permit review as well as an additional $2,000 fee due to its classification as a high hazard structure. Our proposal does not include this ($4,000) filing fee.

Task 5.3 Phase IA Archeological Assessment

Archeological assessment services will be provided by **Victoria Bunker, Inc (VBI).** GZA will retain VBI to complete the following work in support of this project:

- Complete a cultural resources literature review to identify previously identified archaeological sites within one mile of the Site;
- Conduct a Phase IA Archeological Resources Survey for the project Site to identify areas sensitive for archaeological sites (pre-contact and post-contact). VBI will also document visible stone walls and historical features or structures;
- Identify a proposed strategy for avoidance measures and/or need for further archeological investigation; and
- Submit a Request for Project Review to the Division of Historical Resources (DHR) and present the Phase IA investigation results and avoidance measures to the DHR.

For the purposes of this proposal, GZA has made several assumptions, as outlined below:

- The proposed project will not require a Phase IB or Phase II Archeological Assessment; and
- If required, GZA will obtain an estimate for the completion of a Phase IB and/or Phase II Archeological Assessment for review by the Town of Newmarket.

Task 5.4 Local Permitting

The proposed project occurs within the Town of Newmarket Wetland Protection Overlay District. A Special (Conditional) Use Permit is required for construction within wetlands and buffers. GZA will perform the following subtasks:

- Prepare a Town of Newmarket Special (Conditional) Use Permit Application to the Newmarket Planning Board which includes the Special Permit application form, a narrative report, summary of impacts, site photographs, abutters list, proposed plan including dimensions of proposed site features, and letter of authorization signed by the Town, and copy of the State Wetland permit application; and

- This proposal assumes the Town will either waive fees for a municipal project or fees will not exceed $200 for notifications to abutters.
- Any necessary building permits will be the responsibly of the contractor.

Task 5.5 Permitting Meetings

GZA will plan to attend local and State meetings in support of the project.

- A GZA permitting specialist will attend up to two (2) planning meetings with the Town of Newmarket (i.e. Dam Committee) as plan development and permitting progresses;
- A GZA permitting specialist will attend up to two local meetings: one each with the Newmarket Conservation Commission and Newmarket Planning Board to complete the Special (Conditional) Use Permit submittal process; and
- A GZA permitting specialist will attend one meeting with the Lamprey River Local Advisory Committee to present the state wetland permit application.

Task 6. Bidding Assistance Services

Task 6.1 Bid Document Preparation

GZA will reproduce up to 10 sets of the Final Bidding Documents (plans, specifications, and contract) and provide them to the Town for distribution and one copy with .pdf versions of the documents. GZA will also prepare a list of potential contractors to notify them of the project. The mechanics of the advertising and bidding process will be established by the Town in accordance with any applicable municipal public procurement procedures.

Task 6.2 Pre-Bid Conference and Addendums

GZA coordinate with the Town to schedule and participate in an on-site pre-bid conference, preparation of meeting minutes (with attendance list), preparation of responses to Requests for Information from Contractors, and preparation of Bidding Document Addendums.

Task 6.3 Bid Tabulations

Once bids are received by the Town and a copy is given to GZA, we will review, tabulate and summarize the bids, and check the references for the apparent low bidder. We will provide the Town with a summary memorandum of the bid tabulations and a recommendation letter for project award.

Optional Task 7. FEMA Floodplain Analysis

The Macallen Dam is currently mapped within a Special Hazard Flood Area (SHFA), an area of land area covered by the floodwaters of the Lamprey River base flood (1% annual chance flood) on National Flood Insurance Program (NFIP) Flood Insurance Rate Maps (FIRMs) as developed by the Federal Emergency Management Agency (FEMA). The SFHA is the area where the NFIP's floodplain management regulations must be enforced and the area where the mandatory purchase of flood insurance applies. The Macallen Dam is currently mapped within a Zone AE as shown on the effective Map Number 33015C0235E, effective date of May 17, 2005, which details Rockingham County, NH. The Macallen Dam is also located within a Regulatory Floodway on the preliminary Map Number 33015C0235F, with preliminary date of April 9, 2014. A "Regulatory Floodway" means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a

designated height. Communities must regulate development in these floodways to ensure that there are no increases (+0.01 feet) in upstream flood elevations.

The Floodplain management regulations do not need to be enforced for preliminary maps. However, if the preliminary maps become accepted by the community, floodplain management regulations associated with work to be performed within a Regulatory Floodway must be enforced. As a result, any project in a floodway must be reviewed to determine if the project will increase flood heights, and typically projects resulting in increases of +0.01 feet and greater will not be allowed. An engineering analysis must be conducted before a permit can be issued. The community's permit file must have a record of the results of this analysis, which can be in the form of a No-rise Certification. This No-rise Certification must be supported by technical data and signed by a registered professional engineer. The supporting technical data should be based on the standard step-backwater computer model used to develop the 100-year floodway shown on the Flood Insurance Rate Map (FIRM).

GZA will need to request the Effective (currently preliminary) model used in the analysis to develop the SFHAs for the community. This model is different than the model used and accepted by NHDES. GZAwill then modify the effective model to include proposed modifications to the dam, the gate structure, and the surrounding areas to evaluate and show that no increase in water surface elevations is expected resulting for the project. This evaluation will be documented within a No-Rise Certificate to be submitted to the floodplain coordinator for review and approval. FEMA charges a $300 fee, plus $93 per-case surcharge fee to cover the cost of providing the effective model. GZA suggests that an allowance of $500 be carried to cover costs for requesting the model.

Optional Task 8. Provision of Quote to Manage Construction

Task 8.1 Construction Inspection Services

As mentioned above, a requirement of the dam safety permit will be that the Town engage a qualified Construction Engineer to ensure compliance with approved plans and specifications. GZA strongly recommends that as the design engineer, we also be engaged to serve as the Construction Engineer. Under this subtask, GZA will provide a Resident (On-Site) Project Representative during the construction phase of the project. GZA's resident would observe and document the progress of construction, conditions encountered, contractoreffort and personnel, and compliance of the work with the project plans and specifications. GZA's resident would act as the Town's liaison with the Contractor and would interface with both GZA's and the Town's project manager. GZA's resident engineer will photo document the progress of construction and will prepare daily logs documenting activities, conditions, and progress.

The average monthly budget rate provided for Construction Inspection Services assumes a single GZA field engineer on-site five days per week, 40 hours per week. We have also provided a budget rate for part time construction inspection services, which assumes a single GZA field engineer would be on-site for two days per week. The budget estimate includes travel and per diem for the resident. The time on site by the engineer is typically dictated by construction activities at the Site. GZA assumes that the construction can be completed in twelve (12) weeks.

Neither the professional activities of GZA or our subcontractors, nor the presence of GZA's employees and/or subcontractors will be construed by any party to imply that GZA has any responsibility for any contractor's methods of work performance, procedures, superintendence, sequencing of operations, or safety in, on or about the project site. The Client agrees to make evident in their agreement with contractors that neither the presence of GZA's field representative nor any observation or testing by GZA will excuse him for defects discovered in his work. With respect to site safety, GZA will be responsible solely for the on-site activities of its own employees and subcontractors, and this responsibility will not be construed to relieve Client and Client's own contractors from their obligations to maintain a safe project site. Client agrees that Client's own contractor is solely responsible for project site safety and warrants that: (1) this intent will be

made evident in the Client's agreement with his contractor; and (2) Client will require GZA to be named as an Additional Insured under his contractor's general liability insurance policy.

Task 8.2 Engineer of Record Services

Additionally, we recommend, in concert with the Construction Engineer duties, that GZA provide other Engineer-of-Record Services during construction. In general, these services will involve a GZA project manager and a GZA project engineer attending project meetings and reviewing contractor submittals, requests for information (RFI's) for conformance to the contract documents. An assumed level of effort (without major unexpected conditions) has been used to prepare the average monthly budget estimate. Included in the monthly estimate is GZA project management time and the efforts of the GZA principal-in-charge in overseeing the project as a whole. More specifically the scope anticipated for Engineer-of-Record Services includes:

Meeting Attendance

A GZA project manager or engineer will attend all required meetings at the site (and elsewhere as required) on behalf of the Town. These meeting will typically consist of the weekly project progress meeting where contractor progress will be discussed along with questions and upcoming schedule. GZA will prepare and electronically distribute meeting minutes from each meeting as applicable.

Review of Contractor Submittals

GZA will provide technical review of Contractor's shop drawings, test results of materials, review samples and other submissions related to the proposed dam construction as necessary for compliance with the Project Drawings and Specifications. Our scope assumes only a limited number of re-submittals. We will process and respond to correspondence from contractors. Correspondence received from the contractor(s) will be reviewed by our staff relative to the specifications and the project permits. GZA will provide a written response and will make a recommendation to the Town as to whether to accept, accept with modifications, or reject the submittal. All correspondence will be properly distributed to the project team and maintained in the project file. We have assumed approximately 8 hours per week of submittal review.

Respond to Requests for Clarifications and Changed Conditions

GZA will provide a project manager on a part-time basis (assuming an average of 4 hours per week) to provide liaison with the Town, the Contractor, and GZA's field personnel and to respond to requests for clarification or information or other questions from any project partner. Action items developed as a result of the questions will be discussed immediately with the Town to determine whether the action is necessary is within the project scope, and any associated cost implications. GZA will develop technical recommendations in a timely manner to address unanticipated conditions, when encountered. GZA will issue a written response to the Town with our opinion as to the appropriate resolution of questions or unexpected conditions.

Review of Monthly Pay Requisitions

GZA will review contractor-submitted pay requisitions and compare them against contractor progress at the site as observed by GZA and reported by the on-site Resident. GZA will prepare a written memo addressed to the Town for each pay requisition stating GZA opinion regarding the release of payment. We have assumed one pay requisition per month.

Certificate of Substantial Completion and Affidavit of Compliance

At the completion of the project, GZA will review the Contractor's "As-built" plans, in cooperation with the resident engineer. A "punchlist" will be prepared during a site meeting with the Contractor and Resident containing items for completion prior to project close-out. At the appropriate time, GZA will prepare a Certificate of Substantial Completion for the purposes assisting with authorization of final payment to the Contractor. Also, at the end of the construction phase, an Affidavit of Compliance, as per NHDES regulations, will be prepared by a GZA professional Engineer to be submitted as required as part of a completion report. We will prepare and submit other Certificates of Compliance for permitting, as required.

SCHEDULE

GZA is prepared to initiate the proposed Scope of Work within one week of the receipt of a signed contract (as indicated below under Conditions of Engagement). GZA has developed a proposed schedule for the work and has included the general timeline below. GZA will revise the schedule and update the Town as the project progressed. Please note that the provided schedule is based on receiving of Notice to Proceed by April 30, 2018.

- May 2018 - Council Approval of Funds for Final Design and Permitting
- Summer 2018 - Start of Final Design and Permitting
- Fall 2018 - Submit Permits
- Fall 2018 - Start of Town's CIP and Budget Process
- March 2019 - Town Meeting Vote on Bond for Construction
- Spring 2019 - Final Design Complete; Permits Received
- Spring 2019 - Construction Bidding;
- Spring 2019 - Contract Award; Order Gate for Fabrication*
- Summer 2019 - Construction Begins
- Fall 2019 - End of Construction (Late October)
- Winter 2020 - Reporting and Project Closeout

**Note: Lead time for fabrication of pneumatic gates is typically 2-4 months and fabrication for hydraulic gates can be 6-9 months.*

COST PROPOSAL

Billings for the base scope of services described above in Tasks 1 through 6, will be at a Total Lump Sum (fixed price) fee of $195,900.00 as outlined in the Table below. We have also provided a fixed price fee for each of the optional scope items within the table. This estimate is based on the anticipated scope of work outlined above which represents our best judgment at this time as to the efforts required to achieve the stated objectives. It must be recognized, however, that unforeseen conditions, beyond the scope stated herein, which become evident during the course of the studies, may alter or increase the scope of work required. You will be notified of any conditions requiring an increase in baseline scope and budget prior to GZA proceeding.

GZA SUMMARY OF COSTS
MACALLEN DAM REHABILITATION – FINAL DESIGN & PERMITTING
NEWMARKET, NEW HAMPSHIRE

TASK	DESCRIPTION	COST
1	Preliminary Coordination & Grant Application Support	$3,200
2	Project Kickoff/Initial Consultations	$8,400
3	Field Investigations/ Data Gathering	$12,900
4	Final Design	$127,700
5	Permitting	$34,900
6	Bidding Assistance Services	$8,800
	TOTAL COST– BASELINE SCOPE	**$195,900**

OPTIONAL TASK	DESCRIPTION	EST. BUDGET
7	Floodway Analysis & No-Rise Certificate	$5,000
8.1A	Construction Inspection Services (Full Time)(@ $7,230/week for 12 weeks)	$86,760
8.1B	Construction Inspection Services (Part Time)(@ $3,260/week for 12 weeks)	$39,120
8.2	Engineer-Of-Record Services	$32,270

SUMMARY OF ALLOWANCE FOR FEES[1]

DESCRIPTION	EST. FEE
NHDES Wetland Permit Fee	$2,700
Dam Permit Fee	$4,000
Local Permitting Fees	$200
FEMA Floodway Analysis Data Request Fee	$500
Total	**$7,400**

1. Allowance for fees separate from and in addition to price listed for specific tasks above.

TERMS AND CONDITIONS

We have included the modified Terms and Conditions that were negotiated between GZA and the Town in July 2017 and were included in the *Macallen Dam: Stability Analysis and Conceptual Design of Abutment Walls* contract executed on July 20, 2017. This Proposal may be accepted by signing in the appropriate spaces below and returning one complete copy (including attachments) to us. Submittal of a signed contract acknowledges acceptance of our Proposal for Professional Services, Schedule of Fees, and previously negotiated Terms and Conditions for Professional Services (08/08 Edition/05-9011, Modified July 11, 2017).

We look forward to continuing our work with the Town and the Dam Study Committee on this interesting and challenging project. Should you have any questions, please contact us at your convenience.

Very truly yours,

GZA GEOENVIRONMENTAL, INC.

Todd E Monson, P.E
Project Manager

James P. Guarente, P.E.
Consultant/Reviewer

Chad W. Cox, P.E. MA
Principal-In-Charge

Attachments: Figure 1 – Survey Limits
Appendix A – Terms and Conditions (08/08 Edition /05-9010) - Modified July 11, 2017

This Proposal for Services is hereby accepted and executed by a duly authorized signatory, who by execution hereof, warrants that he/she has full authority to act for, in the name of, and on behalf of the Town of Newmarket, New Hampshire.

TOWN OF NEWMARKET, NEW HAMPSHIRE

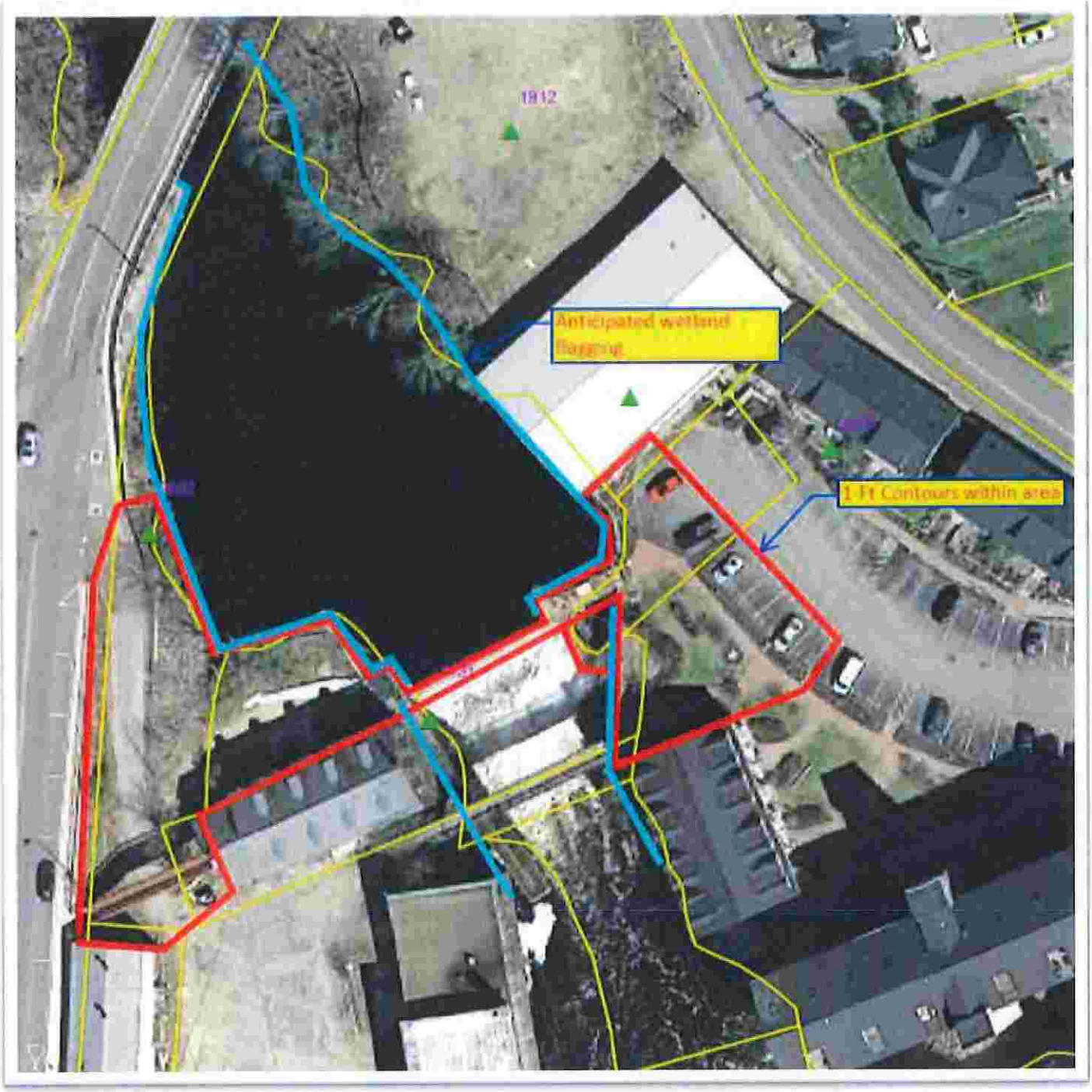
By: _____ Title: _____
for the Town of Newmarket, New Hampshire

Typed Name: _____ Date: _____

\\Gzanor2\rfp\2018\01.P000818.18cwc\Macallen Dam - Final Design_Proposal_04-18-18_Final.docx

FIGURE 1

SURVEY LIMITS



APPENDIX A

TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES
Including Site Investigation, Remediation, Geotechnical, Construction, And Testing

© 2018 by GZA GeoEnvironmental, Inc.

Client ("You"): Town of Newmarket, New Hampshire

Proposal No: 01.P000818.18

Site: Macallen Dam, Newmarket, New Hampshire

These Terms and Conditions, together with GZA's Proposal, make up the Agreement between GZA and you, Client, named above.

BEFORE SIGNING THE PROPOSAL, BE SURE YOU READ AND UNDERSTAND THE PARAGRAPHS ENTITLED "INDEMNIFICATION" AND "LIMITATION OF REMEDIES" WHICH DEAL WITH THE ALLOCATION OF RISK BETWEEN YOU AND GZA.

1. **Services.** GZA will perform the services set forth in its Proposal and any amendments or change orders authorized by you. Any request or direction from you that would require extra work or additional time for performance or would result in an increase in GZA's costs will be the subject of a negotiated amendment or change order.

2. **Standard of Care; Warranties.**

a. GZA will perform the services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality.

b. GZA warrants that its construction services will be of good quality, free of faults and defects and in conformance with the Proposal.

c. **EXCEPT AS SET FORTH IN SUBSECTIONS 2a AND 2b, ABOVE, NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF MARKETABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS MADE OR INTENDED BY GZA'S PROPOSAL OR BY ANY OF GZA'S ORAL OR WRITTEN REPORTS.**

d. GZA assigns to you any manufacturers' warranties of equipment or materials purchased from others, to the extent they are assignable, and your sole recourse will be against the manufacturer. Full risk of loss of materials and equipment will pass to you upon delivery to the Site, and you will be responsible for insuring and otherwise protecting them against theft and damage.

3. **Payment.**

a. Except as otherwise stated in the Proposal, you will compensate GZA for the services at the rates set forth in the applicable Proposal, amendment or change order; reimburse its expenses, which will include a communication fee calculated as a percentage of labor invoiced; and pay any sales or similar taxes thereon.

b. Any retainer specified in GZA's Proposal shall be due prior to the start of services and will be applied to the final invoice for services.

c. GZA will submit invoices periodically, and payment will be due within 30 days from invoice date. Overdue payments will bear interest at 1½ percent per month when the payments are 60 days overdue or, if lower, the maximum lawful rate. GZA may terminate its services upon 10 days' written notice anytime your payment is overdue on this or any other project and you will pay for all services through termination.

4. **Your Responsibilities.**

a. Except as otherwise agreed, you will secure the approvals, permits, licenses and consents necessary for performance of the services. You will provide GZA with access to your records if available to assist in obtaining information regarding underground structures and utilities and will provide such documents as are known to you.

5. **Right of Entry; Site Restoration.** You grant GZA and its subcontractor(s) permission to enter the Site to perform the services. If you do not own the Site, you represent and warrant that the owner has granted permission for GZA to enter the Site and perform the services; you will provide reasonable verification on request; and you will indemnify GZA for any claims by the Site owner related to alleged trespass by GZA or its subcontractors. GZA will exercise reasonable care to limit damage to landscaping, paving, systems and structures at the Site that may occur and you agree to compensate GZA for any restoration it is asked to perform, unless otherwise indicated in the Proposal.

6. **Underground Utilities.** As required by law, GZA will provide proper notification to the applicable state utility "Call Before You Dig" program should there be the need for subsurface explorations to carry out proposal scope items. GZA will rely on information provided by appropriate governmental authorities and utilities with respect to the location of underground structures.

7. **Reliance.** The services, information, and other data furnished by you shall be at your expense, and GZA may rely upon all information and data that you furnish, including the accuracy and completeness thereof. You acknowledge that the quality of the services provided by GZA is directly related to the accuracy and completeness of the information and data that you furnish to GZA.

GZA's REPORTS ARE PREPARED FOR AND MADE AVAILABLE FOR YOUR SOLE USE. YOU ACKNOWLEDGE AND AGREE THAT USE OF OR RELIANCE UPON THE REPORT OR THE FINDINGS IN THE REPORT BY ANY OTHER PARTY, OR FOR ANY OTHER PROJECT OR PURPOSE, SHALL BE AT YOUR OR SUCH OTHER PARTY'S SOLE RISK AND WITHOUT ANY LIABILITY TO GZA.

8. **Lab Tests and Samples.** GZA is entitled to rely on the results of laboratory tests using generally accepted methodologies. GZA may dispose of samples in accordance with applicable laws 30 days after submitting test results to you unless you request in writing for them to be returned to you or to be held longer, in which case you will compensate GZA for storage and/or shipping beyond 30 days.

9. **GZA Professionals.** Section Deleted.

10. **Hazardous Materials; GZA "Not a Generator".** Before any hazardous or contaminated materials are removed from the Site, you will sign manifests naming you as the generator of the waste (or, if you are not the generator, you will arrange for the generator to sign). You will select the treatment or disposal facility to which any waste is taken. GZA will not be the generator or owner of, nor will it possess, take title to, or assume legal liability for any hazardous or contaminated materials at or removed from the Site. GZA will not have responsibility for or control of the Site or of operations or activities at the Site other than its own. GZA will not undertake, arrange for or control the handling, treatment, storage, removal, shipment, transportation or disposal of any hazardous or contaminated materials at or removed from the Site, other than any laboratory samples it collects or tests. You agree to defend, indemnify and hold GZA harmless for any costs or liability incurred by GZA in defense of or in payment for any legal actions in which it is alleged that GZA is the owner, generator, treater, storer or disposer of hazardous waste.

11. **Limits on GZA's Responsibility.** GZA will not be responsible for the acts or omissions of contractors or others at the Site, except for its own subcontractors and employees. GZA will not supervise, direct or assume control over or the authority to stop any contractor's work, nor shall GZA's professional activities nor the presence of GZA or its employees and subcontractors be construed to imply that GZA has authority over or responsibility for the means, methods, techniques, sequences or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Any opinions by GZA of probable costs of labor, materials, equipment or services to be furnished by others are strictly estimates and are not a guarantee that actual costs will be consistent with the estimates.

12. **Changed Conditions.**

a. You recognize the uncertainties related to environmental and geotechnical services, which often require a phased or exploratory approach, with the need for additional services becoming apparent during the initial services. You also recognize that actual conditions encountered may vary significantly from those anticipated, that laws and regulations are subject to change, and that the requirements of regulatory authorities are often unpredictable.

b. If changed or unanticipated conditions or delays make additional services necessary or result in additional costs or time for performance, GZA will notify you and the parties will negotiate appropriate changes to the scope of services, compensation and schedule.

c. If no agreement can be reached, GZA will be entitled to terminate its services and to be equitably compensated for the services already performed. GZA will not be responsible for delays or failures to perform due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions on your part, or any other causes beyond GZA's reasonable control.

13. **Documents and Information.** All documents, data, calculations and work papers prepared or furnished by GZA are the property of the Town of Newmarket. Designs, reports, data and other work product delivered to you are for your use only, for the limited purposes disclosed to GZA. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk, and without any liability to GZA.

14. **Electronic Media.** Any drawings, reports and data on any form of electronic media generated by GZA shall become the property of the Town of Newmarket upon delivery. Any transfer of these electronic files to others or reuse or modifications to such files by you will be at the user's sole risk and without any liability to GZA.

15. **Confidentiality; Subpoenas.** Section Deleted.

16. **Insurance.** Prior to the commencement of performance of the services, GZA will furnish you certificates of such insurance and will maintain workers compensation, commercial general liability, automobile liability, and professional liability/contractor's pollution liability insurance. The Certificate will present the following coverage limits:

Commercial General Liability $2,000,000
Workers Compensation/Employers Liability Statutory/$1,000,000
Automobile Liability $1,000,000
Contractors Pollution Liability $1,000,000
Professional Liability $1,000,000

Should the Town of Newmarket decide the insurance amounts/coverage is insufficient, it will notify GZA within 30 business days with a suggested deadline toward amounts/coverage. GZA will then respond within 30 days regarding the availability of and/or additional expense of the additional insurance.

17. **Indemnification.** You agree to hold harmless, indemnify, and defend GZA and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "GZA") against all claims, suits, fines and penalties, including mandated cleanup costs and attorneys' fees and other costs of settlement and defense, which claims, suits, fines, penalties or costs arise out of or are related to this Agreement or the services, except to the extent they are caused by GZA's negligence or willful misconduct.

18. Limitation of Remedies.

a. To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of GZA and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "GZA") for all claims arising out of this Agreement or the services is limited to the limit of insurance coverage carried by GZA under this Agreement

b. GZA will not be liable for lost profits, loss of use of property, delays, or other special, indirect, incidental, consequential, punitive, exemplary, or multiple damages.

c. You will look solely to GZA for your remedy for any claim arising out of or relating to this Agreement, including any claim arising out of or relating to alleged negligence or errors or omissions of any GZA principal, officer, employee or agent.

19. Disputes.

a. All disputes between you and GZA shall be subject to non-binding mediation.

b. Either party may demand mediation by serving a written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring that the matter be mediated within forty-five (45) days of service of notice.

c. The mediation shall be conducted by a retired NH Superior or Supreme Court judge offering mediation services, subject to the rules set by the mediator, or by such other person as the parties may agree upon.

d. No action or suit may be commenced unless mediation has occurred but did not resolve the dispute, or unless a statute of limitation period would expire if suit were not filed prior to such forty-five (45) days after service of notice.

20. Miscellaneous.

a. New Hampshire law shall govern this Agreement.

b. The above terms and conditions regarding Limitation of Remedies and Indemnification shall survive the completion of the services under this Agreement and the termination of the contract for any cause.

c. Any amendment to these Terms and Conditions must be in writing and signed by both parties.

d. Having received these Terms and Conditions, your oral authorization to commence services, your actions, or your use of the Report or Work Product constitutes your acceptance of them.

e. This Agreement supersedes any contract terms, purchase orders or other documents issued by you.

f. Neither party may assign or transfer this Agreement or any rights or duties hereunder without the written consent of the other party.

g. Your failure or the failure of your successors or assigns to receive payment or reimbursement from any other party for any reason whatsoever shall not absolve you, your successors or assigns of any obligation to pay any sum to GZA under this agreement.

h. These Terms and Conditions shall govern over any inconsistent terms in GZA's Proposal.

i. The provisions of this Agreement are severable; if any provision is unenforceable it shall be appropriately limited and given effect to the extent it is enforceable.

j. The covenants and agreements contained in this Agreement shall apply to, inure to the benefit of and be binding upon the parties hereto and upon their respective successors and assigns.

Town Hall
186 Main Street
Newmarket, NH 03857

Tel: (603) 659-3617
Fax: (603) 659-8508

Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: May16, 2018

TITLE: Resolution #2017/2018-47 - to Increase the Water Rate 50 Cents

PREPARED BY: Sean Greig, Director of Environmental Services

TOWN ADMINISTRATOR'S COMMENTS-RECOMMENDATION:
I recommend passage of this resolution

BACKGROUND:
Resolution to Increase the Water Rate 50 Cents

DISCUSSION:
Resolution to Increase the Water Rate 50 Cents

FISCAL IMPACT:
The 20-Year Water Department Capital Improvement Plan will increase water rates 50 cents a year for 10 years.

RECOMMENDATION:
I recommend the Town Council pass the resolution to increase the water rate 50 cents.

ATTACHMENTS:

Description	Upload Date	Type
Resolution - Water Rate Increase 2018	5/7/2018	Cover Memo

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2017-2018-XX

Increase of Water Rates

WHEREAS, water rates shall be determined by the Town Council from time to time in amounts that will adequately cover the costs of operation, maintenance, and repair of existing infrastructure, and also for reasonable extensions to existing mains, and toward acquisition of future water supply, plant and equipment;

WHEREAS, the Town of Newmarket has implemented a Capitol Improvement Plan and needs to raise additional income to cover the Capital Improvement Plans costs.

NOW, THEREFORE, LET IT BE RESOLVED, the Town Council does hereby approve the following water rates to be effective for the August 1, 2018 quarterly billing:

Water users will be billed $4.95 per 100 cubic feet of water consumed. The water and sewer system charge will remain with no increase, but will be billed quarterly $6.00 per unit for water and sewer.

First Reading: *May 16, 2018*

Second Reading: *June 6, 2018*

Approval: *June 6, 2018*

Approved: _____
Dale Pike, Chairman Newmarket Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

Town Hall
186 Main Street
Newmarket, NH 03857

Tel: (603) 659-3617
Fax: (603) 659-8508

Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: May16, 2018

TITLE: Resolution #2017/2018-48 Purchase of 3 Motorola Radios (Police, Fire and Backup) with 6x8 structure

PREPARED BY: Kyle True, Police Chief

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:
I recommend passage of this resolution

BACKGROUND:
The Newmarket Dispatch Center provides Police, Fire and EMS services for Newmarket and Newfields. In 2006 we purchased our Police primary radio and in 2008 we purchased our Fire primary radio. Both radios are located on Great Hill near the Town's water tank. Both radios will become unsupported in 2019, meaning that if they break, replacement parts will no longer be available. We have a backup radio located on the back of the police station that is also also due to be replaced. We have budgeted yearly in separate Capital Reserve Accounts to replace these radios during the 2017/2018 fiscal year. Since the primary radios will be subjected to the elements of nature, and for the security of Town property, I am recommending a small structure (6X8 shed) be placed at the radio site to protect these radios from the elements as well as possible vandalism and/or destruction of town property. The shed would be equipped with electrical panels, lighting, temperature control, PFR walls, VCT flooring and insulated. Director Malasky and Director Greig have indicated that the Town would be able to complete all preparatory site work within operating budgets.

DISCUSSION:
The Newmarket Police Department is seeking to purchase 3 APX radio consolettes (police primary, fire primary and backnp) from Motorola (state bid) though their vendor, 2-Way Communication out of Newington, NH as we are under contract with 2-Way for dispatch/radio maintenance. These radios can be purchased at a discounted rate of 50% off until July 31, 2018. We are requesting as part of this purchase, monies from the Dispatch Capital Reserve Account to purchase a 6X8 structure which would be outfitted, delivered and set up by 2-Way Communication

FISCAL IMPACT:

The cost of purchasing the 3 APX radio consolettes would be $10,890. The cost to purchase the 6X8 structure to protect the radios would be $8,500. The total cost would be $19,390. Currently, the Dispatch Capital Reserve Account has a balance of $182,842.

RECOMMENDATION:

I would recommend the Town Council release funds from the Newmarket Dispatch Capital Reserve Account, not to exceed $19,390 for the purchase of 3 APX radio consolettes and a 6x8 structure that would contain these essential emergency services radios. I would recommend that the Town Council authorize the Town Administrator to enter into any contracts associated with this purchase.

ATTACHMENTS:

Description	Upload Date	Type
Resolution	5/9/2018	Cover Memo
Radios To Be Replaced	5/9/2018	Cover Memo
Email Quote from 2-Way	5/9/2018	Cover Memo
Rockingham County Letter	5/9/2018	Cover Memo
Motorola Quote	5/9/2018	Cover Memo
Shed Entrance	5/9/2018	Cover Memo
Shed Rear	5/9/2018	Cover Memo

Town of Newmarket, New Hampshire
By the Newmarket Town Council
Resolution# 2017/2018-47

Purchase of 3 APX Radio Consolettes and a 6x8 structure for Police, Fire and EMS services to include Costs Associated with Set-up and Installation

WHEREAS, the Police Department seeks to replace 3 APX Radio Consolettes and purchase a 6X8 structure to house said radio consolettes. The cost of the radios being $10,890 and the cost of the structure with set- up to be $8,500; and

WHEREAS, the Department's request includes the replacement of police and fire radios, delivery of a 6x8 structure along with costs associated with the set-up of the radios within the structure; and

WHEREAS, the Police Dispatch Capital Reserve Account currently has a balance of $182,842; and

WHEREAS, the total cost for the Radio Consolettes, 6x8 structure and costs associated with delivery and set-up of said equipment is estimated not to exceed $19,390

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve the withdrawal of funds not to exceed $19,390 from the Police Dispatch Capital Reserve Account for the purpose of purchasing 3 APX Radio Consolettes and a 6x8 structure and to authorize the Town Administrator to execute any associated agreements.

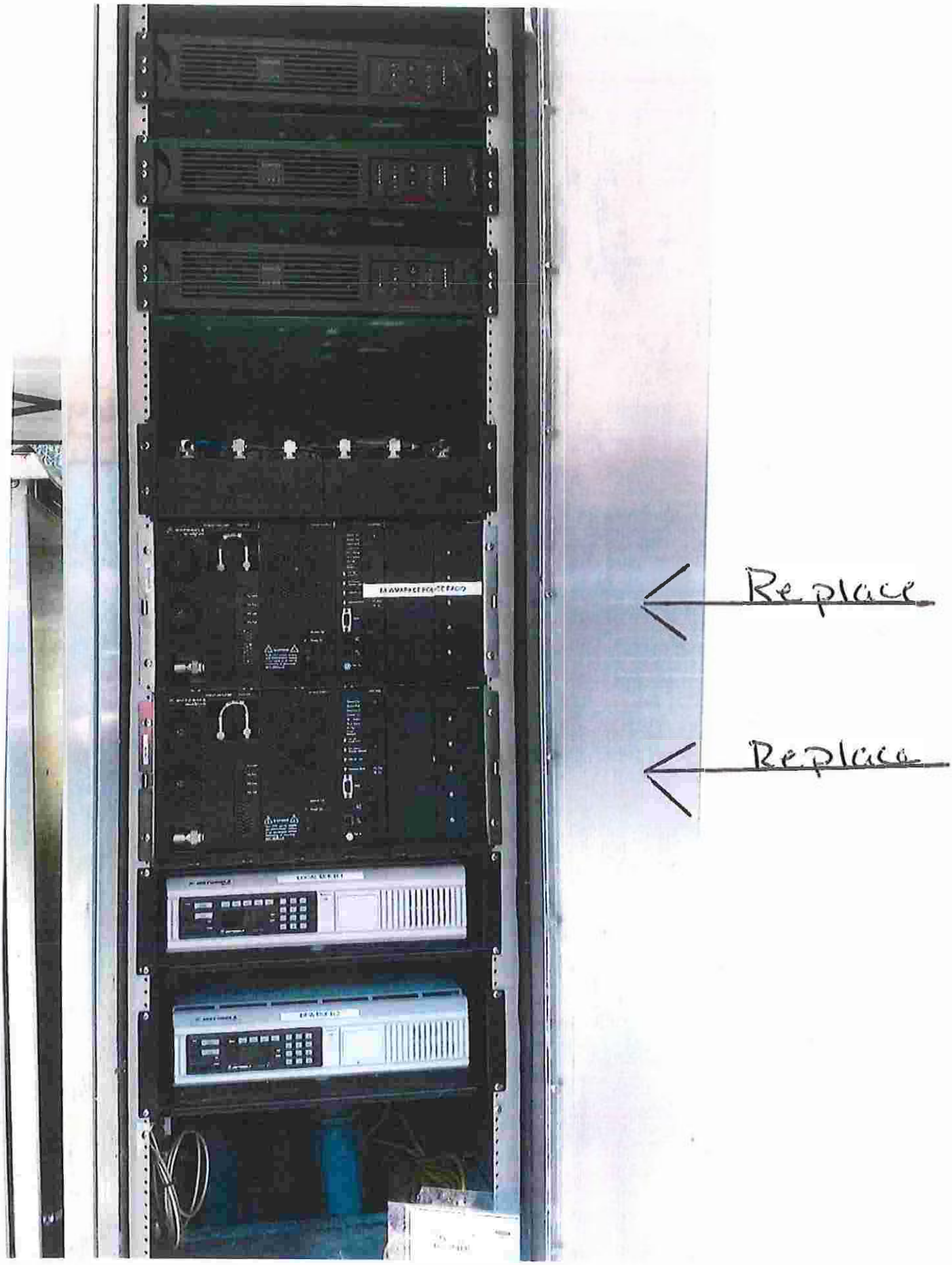
First Reading:

Second Reading:

Approval:

Approved_____

A True Copy Attest:_____
Terri Littlefield, Town Clerk


Replace
Replace

Kyle True <ktrue@newmarketnh.gov>

Structure for radio equipment

William R. Bartlett <wbartlett@2-way.biz> Tue, Apr 3, 2018 at 3:06 PM
To: Kyle True <ktrue@newmarketnh.gov>

Hi Chief:

We just converted a Reeds Ferry shed into a radio shelter last fall. I think it was pretty slick, see attached photos. I think this is a good way to go, but there is a lot of civil work to consider. Will the Town take care of site prep and electrical work? Here is what I have typically carried as part of our scope:

- Reeds Ferry shed, as shown in photo (includes delivery to 2-Way and ultimately Town site) $3400.00
- Interior commercial finishes upgrade (FRP walls, VCT flooring and insulation) $1200.00
- Air conditioner/heat pump $900.00
- LED Lighting, electrical panel, transfer panel and electrical "rough in". (Needs electrician to complete) $1200.00
- Site grounding ring and bonding to R56 standards. (In collaboration with site work by Town) $1800.00

I'm estimating a cost of $8500.00 for our scope above. You would need to add site work and the electrician to sew in the generator and complete the panel wiring. We can certainly collaborate on more of the work to reduce the cost to the Town. What are your thoughts?

Regards,

William R. Bartlett *C.E.T. certified electronics technician*

Owner, Operations Manager
2-Way Communications Service, Inc. ~ **Since 1954** ~

MOTOROLA SERVICE ELITE SPECIALIST
603-431-6288 ext.1725 www.2-way.biz

From: Kyle True [mailto:ktrue@newmarketnh.gov]
Sent: Tuesday, April 3, 2018 2:04 PM
To: William R. Bartlett <wbartlett@2-way.biz>
Subject: Re: Structure for radio equipment

[Quoted text hidden]

2 attachments

IMG_20170624_134620090.jpg
1495K

Office of the Sheriff

Rockingham County

Michael G. Hureau
High Sheriff

RECEIVED
OCT 4 2017
NEWMARKET POLICE DEPT.

September 28, 2017

Newmarket Police Department
Attn: Chief Kyle True
70 Exeter St
Newmarket, NH 03857

Dear Chief True:

Recently, Rockingham County Sheriff's Office undertook a major project with Motorola to upgrade our radio transmitter sites for better reception when dispatching for fire calls. In doing so, Motorola suggested a changeover to Linear Simulcast Modulation on the digital (police) side to greatly improve coverage throughout the county. This changeover required a software reprogram to the radios. Motorola assured us that the changeover would work with *all* existing radios. Unfortunately, this was not the case.

Please refer to the attached letter from Motorola for a full explanation of what occurred during the changeover.

Because the modulation change was not possible with older Motorola Astro Spectra mobile radios, Motorola is offering a 50% discount off the retail price on new radios, along with free removal and installation. See the attached radio offers. This offer is being made to *all* police and fire agencies within Rockingham County. The program begins November 1, 2017 and ends July 31, 2018.

This is an opportunity for any police or fire agency within Rockingham County planning to purchase new mobile radios during this period to receive the discount. Regrettably, the offer does not apply to portable radios. I have been advised that all Motorola vendors are aware of this offer.

*****For the police agencies for which Rockingham County dispatches, it is crucial that Motorola Astro Spectra mobile radios be removed from service prior to the modulation changeover. The changeover can only take place when all Motorola Astro Spectra mobile radios have been replaced or removed from service. *****

Please note that this modulation change only impacts the digital (police) side of the system. It does *not* affect the Seacoast fire (analog) side.

Please feel free to contact me with any questions or concerns.

Sincerely,

Michael G. Hureau

MGH/mdb

Enclosures

101 North Road • Brentwood, New Hampshire 03833 • (603) 679-2241 • FAX: (603) 679-9474
www.rockso.org

MOTOROLA

NEWMARKET POLICE DEPARTMENT

Chief Kyle True

70 EXETER STREET

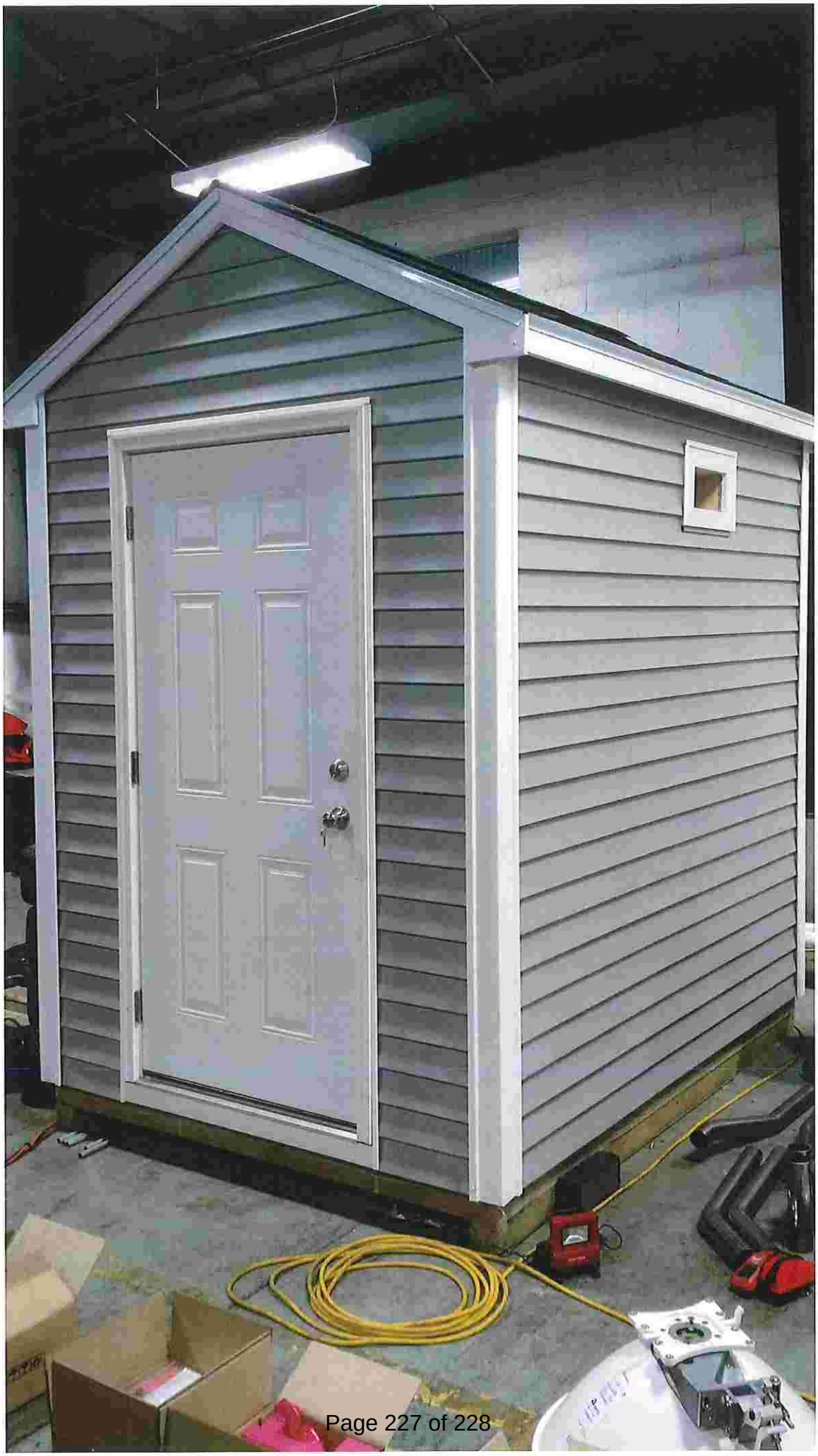
NEWMARKET, NH 03857

Date: 3-Apr-18

APX Mobile Promo - Rock County Only

DESCRIPTION	MODEL	APC	QTY.	LIST	DCST	D. EXT. 27	D.TOTAL
APX CONSOLETTE VHF	L30KSS9PW1AN	761	3	$4,554.00	50%	$ 2,39 7.00	$ 6,831.00
ADD: Full Front Panel	L999	761	3	$ 789.00	50%	$ 4.50	$ 1,183.50
ADD: AC Line Cord	CA01598	761	3	$ -	50%	$ 16 -	$ -
ADD: 3 YEAR SFS	G78	185	3	$ 168.00	0%	$ 25 8.00	$ 504.00
ADD: ASTRO CAI	G806	656	3	$ 515.00	50%	$ 7.50	$ 772.50
ADD: CONVENTIONAL	G48	656	3	$ 800.00	50%	$ 400.00	$ 1,200.00
APX Control Head Software	G444	656	3	$ -	50%	$ -	$ -
ADD: RF PREAMP	W12	656	3	$ 66.00	50%	$ 33 .00	$ 99.00
Consolette Rack Mount	HKN6233	656	3	$ 200.00	50%	$ 100.00	$ 300.00
Install Consolette in FD/PD	INSTALL	185	3	$ 500.00	100%	$ -	$ -
						TOTAL	$ 10,890.00

ORDERING PLEASE CONTACT
Nicholas Hamel
nhamel@2-way.biz

DELIVERY 15-30 DAYS
NASPO Valuepoint

TERMS NET 30 FROM INVOICE AS SHIPPED