



## TOWN OF NEWMARKET, NEW HAMPSHIRE

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Wednesday, June 20, 2018, 7:00 PM  
NEWMARKET TOWN HALL CHAMBERS

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

1. Pledge of Allegiance
2. Public Forum
3. Public Hearing
  - a. Ordinance No. 4 2017/2018 -An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, New Hampshire; Making Central Street Traffic Two-Way
  - b. Ordinance No. 5 2017/2018 -An Ordinance Amending Chapter 30 of the Code of The Town of Newmarket, New Hampshire; Making Church Street Traffic One-Way (Westerly)
  - c. Resolution #2017/2018-51 - Newmarket Elementary School Resource Officer
4. Town Council to Consider Acceptance of Minutes
  - a. June 6, 2018 Meeting Minutes
5. Report of the Town Administrator
  - a. Town Administrator Report
  - b. May Expense and Revenue Report
  - c. Department Reports
6. Committee Reports
7. Old Business
  - a. Resolutions/Ordinances in the 2nd Reading
    - i. Resolution #2017/2018-49 - Tiger House Repairs and Painting
    - ii. Resolution #2017/2018-50 - Police Station Parking Drainage and Pavement Repairs
    - iii. Resolution #2017/2018-51 - Newmarket Elementary School Resource Officer
    - iv. Ordinance No. 4 2017/2018-An Ordinance Amending Chapter 30 of the

Code of the Town of Newmarket, New Hampshire; Making Central Street  
Traffic Two-Way

- v. Ordinance No. 5 2017 /2018- An Ordinance Amending Chapter 30 of the  
Code of The Town of Newmarket, New Hampshire; Making Church Street  
Traffic One-Way (Westerly)

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

c. Correspondence to the Town Council

d. Closing Comments by Town Councilors

e. Next Council Meeting

- i. July 18, 2018

**9. Adjournment**



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

**JUNE 6, 2018 7:00 PM**

**TOWN COUNCIL CHAMBERS**

PRESENT: Council Chairman Dale Pike, Councilor Zachary Dumont, Councilor Gretchen Kast, Councilor Amy Burns, Councilor Casey Finch

EXCUSED: Council Vice Chairman Tohi Weinstein, Councilor Kyle Bowden

ALSO PRESENT: Town Administrator Steve Fournier, Police Chief Kyle True

**AGENDA**

Chairman Dale Pike welcomed everyone to the June 6, 2018 Newmarket Town Council Meeting and called the meeting to order at 7:05 pm, followed by the Pledge of Allegiance.

Councilor Kast made a motion to seal the Non-Public Minutes which was seconded by Councilor Burns. Town Administrator Fournier polled the Council and the motion to seal the Non-Public Minutes was approved by a vote of 5-0.

Councilor Burns made a motion to *not* accept the deeds to Map R2, Lot 86, Sub-Lot 23 and Map U3, Lot 117, Sub-Lot 26, and to accept the deed to Map U1, Lot 1, Sub-Lot 26, and authorize the Town Administrator to execute the documents, which was seconded by Councilor Dumont. Town Administrator Fournier polled the Council and the motion was approved by a vote of 5-0.

**PUBLIC FORUM**

Chairman Pike opened the Public Forum at 7:06 pm.

Ms. Sarah Lowe of 3 Church Street said she had spoken to the Planning Board in the past when the Stone Church asked to turn Church Street into a one-way street headed toward the Stone Church. She said the street is quite narrow and steep and she believes two-way traffic would be a hazard. She felt that it was dangerous to drive up the street and turn the corner in a snowstorm and could pose problems for sanitation vehicles. She said she understood that the motion was to make Church Street two-way up to 5

41 Church Street. Town Administrator Fournier said tonight was only a first reading and there would be a  
42 Public Hearing at the next meeting.

43  
44 A tenant of 5 Church Street stated that he was there to get some information, as he was concerned about  
45 what the plan was. He said if he lost the sidewalk in front of his house that would bring the street right up  
46 to his window, and he did not want to see that happen. He did not feel making the street two-way would  
47 make it any safer. He said if the plants hanging over the sidewalk were kept trimmed, there would be no  
48 pedestrian problem on the street.

49  
50 Ms. Lowe stated that during the 12 years she has lived at 3 Church Street, the sidewalk had only been  
51 plowed twice.

52  
53 Chairman Pike closed the Public Forum at 7:10 pm.

54  
55 **PUBLIC HEARING – None**

56  
57 **TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES**

58  
59 **Acceptance of the Minutes of the Regular Meeting of May 16, 2018**

60  
61 Councilor Burns made a motion to approve the minutes of the Regular Meeting of May 16, 2018, which  
62 was seconded by Councilor Kast.

63  
64 Councilor Kast pointed out that on line 260 the vote and the role-call for Resolution #2017/2018-46 were  
65 missing from the minutes. The minutes were corrected to include the missing information.

66  
67 Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of May 16, 2018  
68 were approved as amended by a vote of 4-0, with 1 abstention.

69  
70 **Acceptance of the Minutes of the Non-Public Meeting of May 16, 2018**

71  
72 Councilor Burns made a motion to approve the minutes of the Non-Public Meeting of May 16, 2018, which  
73 was seconded by Councilor Dumont.

74  
75 Town Administrator Fournier polled the Council and the minutes of the Non-Public Meeting of May 16,  
76 2018 were approved as amended by a vote of 4-0, with 1 abstention.

77  
78 **REPORT OF THE TOWN ADMINISTRATOR**

79  
80 Town Administrator Steve Fournier first addressed the **Proposed Street Changes** and said many of the  
81 streets in the downtown area on the hill were one-way. He said he had received a request from a business  
82 owner to switch the direction of the one-way flow for Church Street, and he and the Department Heads  
83 suggested Central Street be changed into two-way traffic. He said the Newmarket Highway Safety  
84 Committee met a few weeks ago and reviewed the situation, voting unanimously to grant both requests

and forward the changes to the Town Council. He stated that there were two ordinances for allowance of those changes on the agenda for a first reading tonight, and Public Hearings would be held at the next Town Council meeting.

Town Administrator Fournier said the **Bay Road Municipal Parking Lot** had been reconstructed, and would allow an additional 21 parking spaces for the downtown area. He said they were selling permits for the lot which would allow parking overnight from 1:00 am to 5:00 am. He said the public could use any space between the hours of 5:00 am to 1:00 am.

Town Administrator Fournier stated that the Newmarket School District had formally requested that the Chief of Police place a **School Resource Officer** at the Elementary School and they would provide the Town with \$88,000 to fund the salary and benefits for that officer. He said on the agenda for a first reading was a resolution accepting the \$88,000 from the School District for hiring an officer. He said the Town Council was not approving placement of the officer, but approving the acceptance of the funds. He stated that the Chief of Police had the authority to direct and control all the employees of his Department but needed to go to the Council for acceptance of the funds. He said a Public Hearing would be held at the next meeting to accept the unanticipated revenues.

Town Administrator Fournier said he was pleased to announce that he had been accepted as a member of the class of 2019 for **Leadership New Hampshire**. He explained that it was a program that increased civic engagement and strengthened communities in connecting and educating engaged or emergent leaders. He said each year 28-38 members from across the State were selected for comprehensive study of communities, issues and challenges of the State to interact with policy makers and others for the purpose of "building a community of informed and engaged leaders."

Town Administrator Fournier stated that the presentation by the Director of Environmental Services on a 20-year Capital Plan was postponed until the Town Council July meeting, as he was ill and unable to attend the meeting tonight.

Discussion: Councilor Kast asked if the Newmarket Business Association had been informed about the Bay Road Parking Lot, and Town Administrator Fournier said they had been notified. Chairman Pike stated that a response from the Newmarket Business Association would be appropriate at this time with regard to the parking information that was forwarded to them by the Town.

#### COMMITTEE REPORTS

Councilor Dumont stated that the *Budget Committee* had met on May 21, 2018 and that they would not be meeting in June or July, and the next meeting would be held on August 27, 2018 at 7:00 pm in the Town Hall Auditorium. He said the Budget Committee had elected Trevor Macdonald as their CIP Representative. He said the School Superintendent was present at the meeting and had spoken about using the parking lot as staging area for construction vehicles in the summer. He said the School was also looking at installing three (3) new flashing 20-mph signs in the area, some with solar cells, for approximately \$15,000-\$20,000 for all three.

**OLD BUSINESS**

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

**Resolution #2017/18-47 Resolution to Increase the Water Rate 50 Cents**

Councilor Burns made a motion to approve Resolution #2017/18-47 Resolution to Increase the Water Rate 50 Cents which was seconded by Councilor Finch.

Town Administrator Fournier said this was the annual review of rates, which covered the cost of maintenance already done as well as putting aside money in Capital Reserves for future maintenance. He said the Town still had pipes from the 1800s which needed replacement, as well as beginning work on the development of the Tucker Well.

Discussion: Councilor Kast said that in a 10-20 year span people would more actively reduce their water consumption. Town Administrator Fournier said it was a problem they were running into since the drop of water usage during the drought due to conservation efforts. He pointed out that when people use less water, the Town has less revenue, with the same amount of equipment to be maintained. He said he did not see an impact right now, but that with reduced demands funds would have to be found to make up the difference. Councilor Dumont asked if costs would be potentially offset by new building or private wells switching to Town water. Town Administrator Fournier said new development would help with the rates, but would not improve the current system.

Town Administrator Fournier polled the Council and Resolution #2017/18-47 Resolution to Increase the Water Rate 50 Cents was approved by a vote of 5-0

**Resolution #2017/18-48 Purchase of 3 Motorola Radios (Police, Fire and Backup) with 6x8 Structure**

Councilor Burns made a motion to approve Resolution #2017/18-48 Purchase of 3 Motorola Radios (Police, Fire and Backup) with 6x8 Structure, which was seconded by Councilor Dumont.

Police Chief Kyle True stated that this was a CIP project and they had been putting money aside in Capital Reserves since 2006. He said they were replacing three (3) radios: the Police Primary Radio, the Fire Primary Radio, and the Backup Radio in case of a catastrophic event on the hill where the radios were located. He said due to a mistake by Motorola and Rockingham County there was a current 50% discount if purchased before July 31<sup>st</sup>. He provided copies of the current location of the radios, which showed 2 tin cans, one a repeater from the Town of Durham and the other the Police & Fire Primary, as well as a battery backup. He said the fan to keep the radios cool was antiquated and a tent had been erected over the cans for protection after Eversource clear-cut the area of trees. He said they already had two failures this year.

Police Chief True said it was his recommendation to place the radios in a 6 x 8-foot Reeds Ferry Shed, which would have an air-conditioner and a heater. He said the cost to do the site-work was discussed with Public Works Director Malasky and Environmental Services Director Greig and could be absorbed through the operating budget. He said the total came to \$19,390 with \$8,500 for the shed and \$10,890 for the 3 radios. He said they currently had \$182,000 in Capital Reserves for Dispatch and he was seeking the approval of the Council.



**Discussion:** Councilor Dumont asked if the building would be around the cans, and Police Chief True said the cans would go. He said there would be shelving in the shed crafted by 2-Way Communications. Councilor Dumont asked the typical lifetime of the radios and Police Chief True said they would be unsupported in 2019. Chairman Pike asked if this would be the final replacement of all the radios. Councilor Finch asked if there was a concern about rodents with a wooden shed. Police Chief True said the shed would have vinyl siding, but that he did not have an answer. He said 2-Way Communications would maintain all of the software and hardware, and there was a portable propane-fired generator to the side of the building.

Town Administrator Fournier polled the Council and *Resolution #2017/18-48 Purchase of 3 Motorola Radios (Police, Fire and Backup) with 6x8 Structure* was approved by a vote of 5-0.

**ITEMS LAID ON THE TABLE— None**

**NEW BUSINESS /CORRESPONDENCE**

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

***Newmarket Community Development Committee (NCDC)***

***Candidate: Michael LaBranche - Term Expires December 2018***

Councilor Burns made a motion to approve the nomination of *Michael LaBranche - Term Expires December 2018* as a member of the NCDC, which was seconded by Councilor Dumont.

Town Administrator Fournier polled the Council and the nomination of *Michael LaBranche* as a member of the NCDC was approved by a vote of 5-0.

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

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

Chairman Pike read *Resolution #2017/2018-49 Tiger House Repairs and Painting* in full.

**Resolution #2017/2018-50 Police Station Parking, Drainage and Pavement Repairs**

Chairman Pike read *Resolution #2017/2018-50 Police Station Parking, Drainage and Pavement Repairs* in full.

**Resolution #2017/2018-51 Newmarket Elementary School Resource Officer**

Chairman Pike read *Resolution #2017/2018-51 Newmarket Elementary School Resource Officer* in full.

**Ordinance No. 2017-2018-04 An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, New Hampshire; Making Central Street Traffic Two-Way**

Town Council Regular Meeting  
June 6, 2018

Chairman Pike read Ordinance No. 2017-2018-04 *An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, New Hampshire; Making Central Street Traffic Two-Way* in title only.

**Ordinance No. 2017-2018-05 An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, New Hampshire; Making Church Street Traffic One-Way (Westerly)**

Chairman Pike read Ordinance No. 2017-2018-05 *An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, New Hampshire; Making Church Street Traffic One-Way (Westerly)* in title only.

**CORRESPONDENCE – None**

**CLOSING COMMENTS— None**

**NEXT MEETING:** The next Regular Town Council Meeting will be held on June 20, 2018 in the Town Council Chambers.

**ADJOURNMENT**

Chairman Pike adjourned the meeting at 7:39 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary



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Founded December 15, 1727  
Chartered January 1, 1991

## TOWN OF NEWMARKET, NEW HAMPSHIRE

### ATTACHMENTS:

Description	Upload Date	Type
FY18 May Expense and Revenue Report	6/11/2018	Backup Material

Town of Newmarket, New Hampshire  
Preliminary Expense Report  
For the Period Ended May 31, 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
	Town Council		19,200.00	483.62	17,703.62	1,496.38	92%	19,300.00	793.50	20,536.89	-1,236.89	106%
	Town Administrator		192,872.00	13,757.48	175,214.17	17,657.83	91%	189,139.00	13,407.17	173,345.89	15,793.11	92%
	Finance		227,750.00	11,041.10	123,661.33	54,088.67	96%	206,844.00	10,456.68	174,602.65	32,241.35	84%
	Human Resource		1,628,692.00	136,694.89	1,360,565.63	268,126.37	84%	1,515,143.00	130,312.72	1,320,982.20	194,160.80	87%
	Town Clerk/Tax Collector		168,528.00	14,533.26	148,910.99	19,617.01	88%	176,442.00	13,787.51	152,119.99	24,322.01	86%
	Recreation		203,351.00	15,273.12	178,035.65	25,315.35	88%	200,322.00	16,966.26	167,228.94	33,093.06	83%
	Code Enforcement		70,731.00	5,269.48	61,368.64	9,362.36	87%	69,755.00	5,816.94	63,259.41	6,495.59	91%
	Direct Assistance		35,580.00	3,496.13	19,050.05	16,529.95	54%	41,343.00	1,319.47	23,048.51	18,294.49	56%
	Assessing		70,037.00	5,274.43	61,118.64	8,918.36	87%	69,325.00	5,056.54	58,879.80	10,445.20	85%
	Legal		80,000.00	7,480.04	77,800.10	2,199.90	97%	80,000.00	22.30	79,208.85	791.15	99%
	Planning		126,215.00	8,146.35	109,278.85	16,936.15	87%	122,676.00	8,285.41	107,040.05	15,635.95	87%
	Conservation		2,941.00	0.00	1,774.27	1,166.73	60%	2,941.00	161.25	1,718.75	1,222.25	58%
	Economic Development		2,500.00	0.00	0.00	2,500.00	0%	2,500.00	1,050.00	2,384.95	165.05	94%
	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	8,713.21	128,154.20	11,267.80	92%	135,558.00	10,121.11	127,324.18	8,233.82	94%
	Channel 13		32,043.00	2,718.00	29,910.68	2,132.32	93%	31,586.00	2,484.59	21,757.12	9,828.88	69%
	Police		1,338,426.00	117,225.10	1,102,664.28	235,761.72	82%	1,322,707.00	92,521.93	1,055,820.47	266,886.53	80%
	Public Works		434,282.00	33,499.79	420,540.48	13,741.52	97%	427,516.00	31,441.89	412,440.04	15,075.96	96%
	Roadways & Sidewalks		520,270.00	11,974.77	504,299.00	15,971.00	97%	330,970.00	1,450.02	244,230.04	86,739.96	74%
	Streetlights		49,000.00	378.63	30,862.12	18,137.88	63%	49,000.00	4,194.50	41,677.65	7,322.35	85%
	Building & Grounds		549,965.00	33,942.48	487,909.51	62,055.49	89%	482,233.00	43,076.20	411,171.75	70,961.25	85%
	Cemetery		38,132.00	2,676.83	19,101.61	19,030.39	50%	37,253.00	1,936.14	24,228.49	13,024.51	65%
	Vehicle		194,000.00	18,524.79	175,167.83	18,832.17	90%	206,500.00	16,939.56	165,085.77	41,414.23	80%
	Fire & Rescue		376,958.00	31,187.82	375,819.69	1,138.31	100%	358,762.00	36,160.61	311,228.84	47,533.16	87%
	Emergency Management		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	88%	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	0.00	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	482,291.32	6,421,579.46	867,492.54	88%	6,880,668.00	447,863.20	5,943,125.55	937,542.45	86%
	Library		316,955.00	22,563.55	256,456.64	60,498.36	81%	314,704.00	30,680.20	364,030.17	-49,326.17	116%
	Recreation		279,115.00	12,037.06	228,826.36	50,288.64	82%	243,433.00	10,264.91	191,802.79	51,630.21	79%
	Solid Waste		464,450.00	62,656.51	455,932.48	8,497.52	98%	447,356.00	53,137.70	421,761.45	25,594.55	94%
	Water		1,137,780.00	42,454.68	995,071.30	142,708.61	87%	932,813.00	46,754.30	774,107.33	158,705.67	83%
	Sewer		2,182,426.00	95,067.30	1,692,308.61	490,117.39	78%	1,177,968.00	89,877.60	947,755.28	230,212.72	80%
	Total Operating Budget		11,669,798.00	717,070.42	10,050,194.94	1,619,603.06	86%	9,996,942.00	678,577.91	8,642,582.57	1,354,359.43	86%



Town of Newmarket, New Hampshire  
Preliminary Expense Report<sup>AB</sup>  
For the Period Ended May 31, 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			
Town Council	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	442.50	6,149.71	1,650.29	79%	7,800.00	562.50	8,210.00	-410.00	105%			
	01-401-190-0000	TC - TRAINING	250.00	0.00	200.00	50.00	80%	250.00	0.00	0.00	250.00	0%			
	01-401-202-0000	TC - GENERAL SUPPLIES	150.00	41.12	353.91	-203.91	236%	250.00	231.00	1,316.89	-1,066.89	527%			
			19,200.00	483.62	17,703.62	1,496.38	92%	19,300.00	795.50	20,536.89	-1,236.89	106%			
	01-402-101-0000	TA - FULL TIME SALARIES	141,472.00	11,521.72	133,312.26	8,359.74	94%	135,095.00	10,347.06	124,094.41	11,000.59	92%			
	01-402-103-0000	TA - PART-TIME 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	505.88	7,119.02	-1,919.02	137%	3,500.00	547.60	2,646.74	853.26	76%			
	01-402-201-0000	TA - POSTAGE	3,200.00	149.16	2,778.90	421.10	87%	3,000.00	170.05	1,763.46	1,236.54	59%			
	01-402-202-0000	TA - GENERAL SUPPLIES	11,500.00	819.70	4,387.18	7,112.82	38%	11,500.00	811.32	5,922.87	5,577.13	52%			
Town Administrator	01-402-301-0000	TA - COMMUNICATION SERVICES	4,700.00	100.00	3,199.56	1,500.44	76%	4,200.00	550.69	3,581.55	618.45	85%			
	01-402-310-0002	TA - DUES/SUBSCRIPTIONS	10,500.00	0.00	9,800.72	699.28	93%	10,500.00	20.00	8,723.00	1,777.00	83%			
	01-402-310-0003	TA - ADVERTISING	2,500.00	0.00	1,753.50	746.50	70%	2,500.00	488.44	3,964.89	-1,464.89	159%			
	01-402-310-0005	TA - BOOKS	500.00	0.00	2,334.18	-1,834.18	467%	500.00	0.00	1,538.01	-1,038.01	308%			
	01-402-402-0000	TA - EQUIPMENT MAINTENANCE	830.00	68.00	7,687.46	612.54	93%	8,344.00	472.00	8,460.54	-116.54	101%			
	01-402-501-0000	TA - PRINTING/PUBLISHING	3,000.00	0.00	2,633.39	366.61	89%	3,500.00	0.00	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%			
			192,872.00	13,757.48	175,214.17	17,657.83	91%	189,139.00	13,407.17	173,345.83	15,793.17	92%			
	01-403-100-0000	FINANCE - ELECTED OFFICIALS	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	8,363.30	116,184.20	18,515.80	86%	167,544.00	7,284.50	133,521.62	34,022.38	80%			
Finance	01-403-103-0000	FINANCE - PART-TIME SALARIES	5,000.00	416.47	4,583.37	416.63	91%	5,000.00	416.67	4,583.37	416.63	92%			
	01-403-190-0000	FINANCE - TRAINING/STAFF DEVELOPMENT	1,000.00	51.23	93.38	906.62	9%	0.00	0.00	40.72	-40.72	0%			
	01-403-202-0000	FINANCE - GENERAL SUPPLIES	5,000.00	682.04	4,636.54	363.46	93%	5,000.00	2,418.30	5,196.85	-19.85	104%			
	01-403-301-0000	FINANCE - COMMUNICATIONS SERVICES	2,450.00	1,305.35	5,641.65	-3,191.65	230%	2,400.00	277.21	2,309.23	90.77	96%			
	01-403-310-0001	FINANCE - BUDGET COMMITTEE EXPENSE	600.00	0.00	0.00	600.00	0%	600.00	0.00	35.00	565.00	6%			
	01-403-310-0002	FINANCE - DUES/SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0%	0.00	25.00	25.00	-25.00	0%			
	01-403-310-0003	FINANCE - ADVERTISING	1,000.00	0.00	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%			
	01-403-410-0000	FINANCE - FIN. SYSTEM LEASE	54,000.00	261.81	12,483.89	41,516.11	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	35.00	390.20	-390.20	0%			
Human Resource	01-403-703-0000	FINANCE - AUDIT	22,500.00	0.00	28,305.00	-5,805.00	126%	24,000.00	0.00	26,232.00	-2,232.00	109%			
			227,750.00	11,041.10	173,651.33	54,098.67	76%	206,844.00	10,456.88	174,602.65	32,241.35	84%			
	01-404-150-0000	EMP BEN - FICA	129,181.00	8,950.31	106,489.31	22,691.69	82%	124,083.00	8,517.31	100,436.20	23,646.80	81%			
	01-404-151-0000	EMP BEN - MEDICARE	45,469.00	3,238.34	37,593.17	8,875.83	83%	45,134.00	2,982.86	35,917.58	9,216.42	80%			
	01-404-152-0000	EMP BEN - PRE-EMPLOYMENT TESTING	2,000.00	47.00	1,697.80	302.20	83%	2,740.00	1,044.45	2,708.85	33.15	99%			
	01-404-155-0000	EMP BEN - HEALTH INSURANCE	660,085.00	86,226.07	540,267.94	119,817.06	82%	585,734.00	84,589.47	540,960.35	44,764.65	72%			
	01-404-156-0000	EMP BEN - HH RETIREMENT	441,316.00	36,169.81	421,184.60	20,131.40	95%	426,379.00	29,095.42	370,353.87	55,025.13	87%			
	01-404-159-0000	EMP BEN - LIFE/DISABILITY BENE	28,199.00	2,233.65	23,642.46	4,556.54	84%	27,660.00	4,369.13	24,811.14	2,848.86	90%			
	01-404-160-0000	EMP BEN - WORKERS COMPENSATION	138,931.00	-170.32	115,493.34	23,437.66	83%	125,389.00	456.00	123,625.98	1,763.02	89%			
	01-404-161-0000	EMP BEN - UNEMPLOYMENT	1,788.00	0.00	1,163.45	624.55	65%	4,413.00	-3.92	1,591.71	2,821.29	36%			
Town Clerk/Tax Collector	01-404-162-0000	EMP BEN - EMPLOYEE TESTING	1,000.00	0.00	584.25	415.75	58%	600.00	174.00	746.25	-146.25	124%			
	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	EMP BEN - LONGEVITY	22,950.00	0.00	17,325.00	5,625.00	76%	22,275.00	0.00	15,750.00	6,525.00	71%			
	01-404-202-0000	HR - GENERAL SUPPLIES	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	109,223.00	0.00	92,436.44	16,786.56	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	1,000.00	-1,000.00	0%	0.00	0.00	0.00	0.00	0%			
			1,628,692.00	136,694.89	1,350,565.63	268,126.37	84%	1,515,143.00	130,312.72	1,320,982.20	194,160.80	87%			
	01-405-101-0000	TC/TC - FULL TIME SALARIES	108,305.00	8,561.00	98,402.39	9,902.61	91%	105,904.00	8,334.07	95,894.87	10,009.13	91%			
	01-405-103-0000	TC/TC - PART-TIME SALARIES	28,398.00	2,115.60	23,545.33	4,852.67	83%	27,919.00	2,084.00	22,188.36	5,730.64	79%			
Recreation	01-405-103-0070	TC/TCPT - ELECTION OFFICIALS	2,925.00	0.00	1,259.50	1,665.50	43%	8,925.00	-150.00	7,447.50	1,477.50	83%			
	01-405-190-0000	TC/TC - TRAINING/STAFF DEVELOPMENT	2,250.00	92.33	1,415.37	834.63	63%	2,600.00	579.99	1,762.00	837.80	68%			
	01-405-201-0000	TC/TC - POSTAGE	10,620.00	2,579.11	8,820.13	1,799.87	83%	10,167.00	2,460.39	8,903.86	1,263.14	88%			
	01-405-202-0000	TC/TC - GENERAL SUPPLIES	3,300.00	350.00	2,880.42	419.58	87%	3,300.00	197.00	2,719.41	528.59	82%			
	01-405-301-0000	TA/TC - COMMUNICATION SERVICES	1,600.00	0.00	988.88	611.12	62%	1,600.00	240.28	1,209.74	390.26	76%			
	01-405-310-0002	TC/TC - DUES/SUBSCRIPTIONS	480.00	0.00	201.45	278.55	42%	480.00	40.00	256.95	232.05	53%			
	01-405-310-0070	TC/TC - ELECTION/REGISTRATION	3,225.00	0.00	2,343.36	881.64	73%	8,113.00	63.08	5,908.35	2,204.65	69%			
	01-405-402-0000	TC/TC - EQUIPMENT MAINTENANCE	14,000.00	397.50	787.50	612.50	56%	14,000.00	411.00	98.50	461.50	67%			
	01-405-702-0000	TC/TC - DEED RESEARCH	2,575.00	437.71	1,007.54	1,567.46	39%	2,575.00	52.70	1,288.50	1,286.50	50%			
	01-405-702-1000	TC/TC - CODIFICATION	950.00	0.00	4,759.12	-3,809.12	501%	950.00	0.00	1,727.75	-777.75	182%			
Code Enforcement	01-405-800-0000	TC/TC - EQUIPMENT PURCHASE	2,500.00	0.00	2,500.00	0.00	100%	2,500.00	0.00	2,500.00	0.00	100%			
			168,528.00	14,533.26	148,910.99	19,617.01	88%	176,442.00	13,787.51	152,119.99	24,322.01	86%			
	01-406-101-0000	RECREATION - FULL TIME SALARIES	157,313.00	13,171.07	154,016.14	3,296.86	98%	154,129.00	7,697.24	117,451.61	36,777.39	76%			
	01-406-103-0000	RECREATION - PART-TIME SALARIES	26,738.00	1,092.00	6,220.50	20,517.50	24%	25,486.00	3,689.26	33,532.91	-8,046.91	132%			
	01-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPMENT	1,000.00	20.76	1,411.06	-388.94	71%	2,000.00	1,372.25	2,510.00	-510.00	126%			
	01-406-191-0000	RECREATION - TRAVEL EXPENSE	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	82.83	242.88	56.11	81%			
	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	15.18	1,674.53	75.47	95%	1,650.00	0.00	1,635.78	14.22	99%			
	01-406-301-0000	RECREATION - COMMUNICATION SERVICE	3,200.00	373.14	4,253.72	-1,053.72	133%	3,288.00	598.41	3,408.07	-120.07	104%			
Code Enforcement	01-406-310-0002	RECREATION - DUES/SUBSCRIPTIONS	1,200.00	0.00	1,235.34	-35.34	103%	1,233.00	284.99	622.22	610.78	50%			
	01-406-402-0000	RECREATION - EQUIP. MAINTENANCE	6,750.00	296.63	7,388.71	-638.71	109%	6,636.00	2,624.46	5,952.70	683.30	90%			
	01-406-800-0000	RECREATION - EQUIP. PURCHASE	1,200.00	0.00	470.65	729.34	39%	1,20							

Town of Newmarket, New Hampshire  
Preliminary Expense Report<sup>AB</sup>  
for the Period Ended May 31, 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	
Direct Assistance	01-408-101-0000	DIR ASSIST - PART-TIME SALARIES	20,000.00	1,215.40	11,947.68	8,052.32	60%	23,943.00	1,257.43	14,278.38	9,664.62	60%	
	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	342.37	37.63	90%	200.00	62.04	310.13	-110.13	155%	
	01-408-310-0002	DIR ASSIST - DUES/SUBSCRIPTIONS	500.00	0.00	0.00	500.00	0%	500.00	0.00	0.00	500.00	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	2,250.00	4,510.00	5,490.00	45%	10,000.00	0.00	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	0.00	750.00	750.00	50%	
	01-408-315-0046	DIR ASSIST - MISCELLANEOUS	1,000.00	0.00	2,250.00	-1,250.00	225%	1,500.00	0.00	750.00	750.00	50%	
			35,580.00	3,496.43	19,050.65	16,529.95	54%	41,343.00	1,319.47	23,048.51	18,294.49	58%	
Assessing	01-409-110-0000	ASSES - CONTRACTED SERVICES	61,987.00	5,273.49	53,044.92	8,942.08	88%	60,475.00	5,054.08	50,833.80	9,641.20	84%	
	01-409-201-0000	ASSES - POSTAGE	0.00	0.96	26.73	-26.73	0%	500.00	2.51	52.00	448.00	10%	
	01-409-202-0000	ASSES - GENERAL SUPPLIES	0.00	0.00	126.99	-126.99	0%	500.00	0.00	234.00	266.00	47%	
	01-409-310-0002	ASSES - DUES/SUBSCRIPTIONS	150.00	0.00	0.00	150.00	0%	150.00	0.00	0.00	150.00	0%	
	01-409-407-0000	ASSES - SOFTWARE	7,900.00	0.00	7,920.00	-200.00	100%	7,700.00	0.00	7,760.00	-600.00	102%	
		70,037.00	5,274.45	61,118.64	8,918.36	87%	69,325.00	5,056.54	58,879.80	10,445.20	85%		
Legal	01-410-602-0000	LEGAL - LEGAL EXPENSES	80,000.00	7,480.04	77,800.10	2,199.90	97%	80,000.00	22.30	79,208.85	791.15	99%	
			80,000.00	7,480.04	77,800.10	2,199.90	97%	80,000.00	22.30	79,208.85	791.15	99%	
Planning	01-411-101-0000	PLAN - FULL TIME SALARIES	100,565.00	7,908.98	91,630.61	8,934.39	91%	98,721.00	7,638.14	90,404.18	8,316.82	78%	
	01-411-103-0000	PLAN - PART TIME 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/STAFF DEVELOPMENT	1,500.00	1,645.00	324.97	1,175.03	22%	1,500.00	32.10	154.70	1,345.30	10%	
	01-411-201-0000	PLAN - POSTAGE	2,500.00	66.63	1,300.09	1,199.91	52%	2,500.00	18.93	1,002.48	1,497.52	40%	
	01-411-202-0000	PLAN - GENERAL SUPPLIES	2,500.00	6.54	1,228.61	1,271.39	49%	2,000.00	213.40	1,666.27	333.73	83%	
	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%	
	01-411-201-0000	PLAN - COMMUNICATIONS SERVICES	650.00	0.00	657.94	-7.94	102%	600.00	105.13	590.30	9.70	98%	
	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	0.00	2,305.87	694.13	77%	2,000.00	277.71	1,256.84	743.16	63%	
	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%	
			126,215.00	8,146.35	109,278.85	16,936.15	87%	122,676.00	8,285.41	107,040.05	15,635.95	87%	
	Conservation	01-413-103-0000	CON COMM - PT RECORDING SECRETARY	2,000.00	0.00	1,533.84	466.16	77%	2,000.00	161.25	1,263.75	736.25	63%
		01-413-201-0000	CON COMM - POSTAGE	600.00	0.00	598.00	20.00	100%	600.00	0.00	600.00	0.00	100%
		01-413-202-0000	CON COMM - GENERAL SUPPLIES	200.00	0.00	0.00	200.00	0%	200.00	0.00	75.00	125.00	38%
01-413-310-0002		CON COMM - 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%	
		2,941.00	0.00	1,774.27	1,166.73	60%	2,941.00	161.25	1,718.75	1,222.25	58%		
Economic Development	01-414-310-0000	ECON DEV- OPERATING EXPENSE	2,500.00	0.00	0.00	2,500.00	0%	2,500.00	1,050.00	2,334.95	165.05	93%	
			2,500.00	0.00	0.00	2,500.00	0%	2,500.00	1,050.00	2,334.95	165.05	93%	
Debt Service	01-418-950-0000	DEBT SER - PRINCIPLE	100,000.00	0.00	100,000.00	0.00	100%	100,000.00	0.00	100,000.00	0.00	100%	
	01-418-951-0000	DEBT SER - INTEREST	25,259.00	0.00	25,258.32	0.68	100%	29,759.00	0.00	29,758.32	0.68	100%	
			125,259.00	0.00	125,258.32	0.68	100%	129,759.00	0.00	129,758.32	0.68	100%	
Information Technology	01-420-101-0000	MIS - FULL TIME SALARIES	69,547.00	5,483.48	62,989.67	6,557.33	91%	69,183.00	5,349.74	61,790.58	6,392.42	91%	
	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 - GENERAL SUPPLIES	2,500.00	439.27	3,586.68	-1,086.68	143%	2,500.00	648.49	2,024.62	475.38	81%	
	01-420-301-0000	MIS - COMMUNICATION SERVICE	600.00	50.59	606.92	-6.92	101%	600.00	213.13	865.76	-266.76	144%	
	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	35,000.00	43,431.86	1,568.14	97%	42,500.00	0.00	41,202.49	1,297.51	97%	
	01-420-409-0000	MIS - REPAIRS/MAINT	4,500.00	30.77	2,951.01	1,548.99	66%	4,500.00	962.50	3,924.65	575.35	87%	
	01-420-414-0000	MIS - SOFTWARE LICENSES	4,500.00	0.00	3,965.50	534.50	88%	4,500.00	998.02	4,606.12	-106.12	102%	
	01-420-702-0000	MIS - VENDORS SUPPORT	1,500.00	0.00	0.00	1,500.00	0%	1,500.00	0.00	0.00	1,500.00	0%	
	01-420-800-0000	MIS - NEW EQUIPMENT	10,000.00	2,359.60	9,223.58	776.42	92%	10,000.00	1,949.05	11,784.96	-1,784.96	118%	
			139,422.00	8,713.21	128,154.20	11,267.80	92%	135,558.00	10,121.11	127,324.18	8,233.82	94%	
	Channel 13	01-421-103-0000	CHANNEL 13 PART TIME SALARIES	23,543.00	2,218.00	25,225.50	-1,682.50	107%	23,086.00	2,205.00	16,244.51	6,841.49	70%
		01-421-202-0000	CHANNEL 13 MISC EQUIPMENTS	6,000.00	0.00	2,185.18	3,814.82	36%	6,000.00	299.9	2,106.61	3,893.39	35%
		01-421-310-0000	CHANNEL 13 - OPERATING EXPENSES	2,500.00	500.00	2,500.00	0.00	100%	2,500.00	260.00	3,406.00	-906.00	136%
		32,043.00	2,718.00	29,910.68	2,132.32	93%	31,586.00	2,464.99	21,757.12	9,828.88	69%		
Police	01-438-101-0000	POLICE - FULL TIME SALARIES	1,050,266.00	79,177.81	904,217.51	146,048.49	86%	1,037,437.00	70,956.44	869,892.20	167,544.80	84%	
	01-438-102-0000	POLICE - OVERTIME	120,000.00	9,309.16	94,024.47	25,975.53	78%	107,010.00	6,055.59	86,576.49	20,433.51	81%	
	01-438-103-0000	POLICE - PART-TIME SALARIES	35,000.00	2,018.18	21,575.60	13,424.40	62%	35,000.00	3,519.73	27,040.21	7,959.79	77%	
	01-438-162-0000	POLICE - MEDICAL	2,500.00	0.00	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	1,094.06	2,679.97	7,320.03	27%	10,000.00	1,830.27	7,088.43	2,911.57	71%	
	01-438-191-0000	POLICE - TRAVEL/MILEAGE	600.00	0.00	74.27	525.73	12%	600.00	156.22	175.22	424.78	29%	
	01-438-193-0000	POLICE - UNIFORMS	8,800.00	352.94	1,039.23	7,760.77	12%	8,800.00	143.00	8,328.26	471.74	95%	
	01-438-194-0000	POLICE - EDUCATIONAL INCENTIVE	6,900.00	0.00	5,050.00	1,850.00	73%	5,000.00	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	20.41	215.16	1,784.84	11%	2,000.00	89.40	645.73	1,354.27	32%	
	01-438-200-0000	POLICE - YOUTH/PUBLIC RELATIONS	2,500.00	75.00	139.98	2,360.02	6%	2,500.00	0.00	1,300.22	1,199.78	54%	
	01-438-201-0000	POLICE - POSTAGE	450.00	46.14	419.12	30.88	93%	450.00	22.56	371.18	78.82	83%	
	01-438-202-0000	POLICE - OFFICE SUPPLIES	5,500.00	574.63	3,638.30	1,861.70	66%	5,500.00	452.16	3,203.13	2,296.87	60%	
	01-438-202-0058	POLICE - GENERAL SUPPLIES	400.00	21.00	267.25	132.75	67%	400.00	68.88	249.85	150.15	62%	
	01-438-209-0000	POLICE - GASOLINE	22,000.00	1,856.10	20,023.30	1,976.70	91%	34,000.00	1,567.15	16,324.31	17,675.69	48%	
	01-438-301-0000	POLICE - COMMUNICATION SERVICES	16,500.00	1,101.26	11,434.16	5,065.84	69%	16,500.00	1,328.27	10,554.90	6,345.10	63%	
	01-438-310-0002	POLICE - DUES/MEMBERSHIPS	4,210.00	0.00	3,175.00	1,035.00	75%	4,210.00	250.00	2,925.00	1,285.00	69%	
	01-438-310-0003	POLICE - BOOKS/PUBLICATIONS	2,800.00	0.00	62.85	2,737.15	2%	2,800.00	0.00	767.80	2,032.20	27%	
	01-438-310-0044	POLICE - EQUIPMENT/FIELD SUPPLIES	6,000.00	0									

Town of Newmarket, New Hampshire  
Preliminary Expense Report<sup>AB</sup>  
For the Period Ended May 31, 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	
Public Works	01-441-101-0000	PW ADMIN. - FULL TIME SALARIES	119,732.00	9,924.80	110,044.70	9,687.30	92%	119,085.00	9,108.19	107,601.99	11,483.01	90%	
	01-441-102-0000	PWADMIN. - OVERTIME	50,000.00	2,277.21	64,407.05	-14,407.05	129%	50,000.00	2,046.67	69,747.56	-19,747.56	139%	
	01-441-105-0000	PW ADMIN. - LABOR SALARIES	235,750.00	18,217.16	216,513.96	19,236.04	92%	231,131.00	17,320.92	209,846.42	21,284.58	91%	
	01-441-190-0000	PWADMIN. - TRAINING/STAFFDEVELOPMEN	1,000.00	25.00	175.00	825.00	18%	1,000.00	0.00	1,700.00	-700.00	120%	
	01-441-193-0000	PW ADMIN. - UNIFORMS	10,000.00	1,582.87	11,628.35	-6,628.35	116%	10,000.00	1,208.57	8,352.09	1,647.91	84%	
	01-441-201-0000	PWADMIN. - POSTAGE	100.00	0.47	4.31	95.69	4%	100.00	1.38	34.42	65.58	34%	
	01-441-202-0000	PWADMIN. - GENERALSUPPLIES	7,500.00	610.57	8,183.58	-683.58	109%	8,000.00	920.11	8,571.09	-571.09	107%	
	01-441-301-0000	PW ADMIN. - COMMUNICATION SERVICE	7,000.00	458.37	8,419.55	-1,419.55	120%	6,000.00	658.88	6,794.23	-794.23	113%	
	01-441-310-0002	PWADMIN. - DUES/MEMBERSHIPS	2,000.00	0.00	180.00	1,820.00	9%	1,000.00	25.00	115.00	885.00	12%	
	01-441-310-0003	PW ADMIN. - ADVERTISING	1,650.00	40.34	9,829.87	-7,659.87	824%	1,200.00	172.17	17,724.24	-15,724.24	1,264%	
			43,762.00	33,369.77	478,340.48	13,412.32	977%	42,746.00	23,644.89	412,440.04	13,005.96	964%	
Roadways & Sidewalks	01-442-202-0000	RDWY/SWK - GENERALSUPPLIES	16,000.00	1,506.03	20,414.80	-4,414.80	128%	16,000.00	711.57	18,113.44	-2,113.44	113%	
	01-442-205-0000	RDWY/SWK - WINTERSALT	80,000.00	0.00	126,588.09	-46,588.09	158%	80,000.00	0.00	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	1,242.00	4,388.40	-1,388.40	146%	3,000.00	738.45	3,345.30	-345.30	112%	
	01-442-251-0000	RDWY/SWK - HOT TOP	308,000.00	0.00	298,660.44	9,339.56	97%	155,000.00	0.00	61,025.96	93,974.04	39%	
	01-442-401-0000	RDWY/SWK - EQUIPMENT LEASE	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 - CONTRACT STREET MAR	6,000.00	987.91	7,570.95	-1,570.95	126%	6,000.00	0.00	5,998.44	1.56	100%	
	01-442-516-0000	RDWY/SWK - CONTRA CT WINTER EQ	16,000.00	0.00	5,400.00	4,600.00	54%	15,000.00	0.00	13,707.00	1,300.00	93%	
	01-442-517-0000	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%	
	01-442-518-0000	RDWY/SWK - TREE SERVICE	1,500.00	200.00	1,000.00	500.00	67%	3,000.00	0.00	0.00	3,000.00	0%	
	01-442-531-0000	RDWY/SWK - WEATHER SERVICE	2,070.00	0.00	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	2,125.01	8,049.08	16,950.92	32%	25,000.00	0.00	3,701.20	21,298.80	15%	
	01-442-705-0000	RDWY/SWK CONSTRUCTION	45,000.00	5,511.82	15,274.45	29,725.55	34%	0.00	0.00	0.00	0.00	0%	
			526,276.00	11,974.77	504,259.00	15,971.00	97%	330,970.00	1,450.02	244,230.04	86,739.96	74%	
Street Lights	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	STREET LIGHT - ELECTRICITY	4,240.00	3,765.27	30,842.12	1,517.88	89%	4,700.00	4,254.67	41,177.65	-5,227.65	88%	
		4,240.00	3,765.27	30,842.12	1,517.88	89%	4,700.00	4,254.67	41,177.65	-5,227.65	88%		
Building & Grounds	01-447-416-0000	BRIDGES - GUARDRAILS	4,000.00	0.00	3,100.00	900.00	75%	0.00	0.00	0.00	0.00	0%	
	01-448-101-0000	BID/GRNDS - FULL TIME SALARIES	134,731.00	7,517.16	86,539.00	48,192.00	64%	63,461.00	4,836.97	57,467.25	5,993.75	91%	
	01-448-102-0000	BID/GRNDS - OVERTIME	3,000.00	608.66	2,850.11	149.89	95%	3,000.00	0.00	5,367.27	-2,367.27	179%	
	01-448-103-0000	BID/GRNDS - PART TIME SALARIES	87,884.00	5,407.34	59,088.52	28,745.48	67%	86,247.00	9,147.00	56,964.71	29,282.29	65%	
	01-448-190-0000	BID/GRNDS - TRAINING/STAFF DEVELOPME	0.00	0.00	834.00	-834.00	104%	0.00	0.00	0.00	0.00	0%	
	01-448-191-0000	BID/GRNDS-TRAVEL EXPENSE	0.00	0.00	731.50	-731.50	105%	0.00	0.00	0.00	0.00	0%	
	01-448-202-0000	BID/GRNDS - GENERALSUPPLIES	10,000.00	1,268.72	13,889.89	-3,889.89	139%	10,000.00	426.55	5,840.05	4,159.95	58%	
	01-448-301-0000	BID/GRNDS - COMMUNICATIONS	0.00	20.90	229.90	-229.90	100%	0.00	0.00	0.00	0.00	0%	
	01-448-302-0000	BID/GRNDS - ELECTRICITY - TOWN HALL	12,000.00	772.81	8,546.12	3,453.88	71%	12,000.00	1,610.18	9,925.06	2,074.94	83%	
	01-448-302-0156	BID/GRNDS-ELECTRICITY-BEECH ST EXT	0.00	365.5	434.87	-434.87	104%	0.00	0.00	0.00	0.00	0%	
	01-448-302-0405	BID/GRNDS - ELECTRICITY - PARKS	1,300.00	77.49	969.38	3,030.62	75%	1,300.00	171.44	1,037.28	2,627.72	80%	
	01-448-302-0438	BID/GRNDS - ELECTRICITY POLICE	13,500.00	9,006.63	8,789.48	4,710.52	65%	13,500.00	1,523.39	9,217.33	4,282.67	68%	
	01-448-302-0441	BID/GRNDS - ELECTRICITY YOUNGS LANE	25,000.00	2,072.08	18,932.36	6,067.64	76%	25,000.00	3,513.15	21,196.62	3,803.38	85%	
	01-448-303-0000	BID/GRNDS - HEAT & OIL - TOWN HALL	21,000.00	0.00	14,514.53	7,485.47	69%	23,000.00	1,311.31	16,773.43	6,226.57	73%	
	01-448-303-0156	BID/GRNDS-HEATING-BEECH ST EXT	0.00	140.39	834.97	-834.97	100%	0.00	0.00	0.00	0.00	0%	
	01-448-303-0438	BID/GRNDS-HEAT & OIL - POLICE	3,000.00	0.00	2,791.44	2,208.56	93%	44,000.00	0.00	3,390.76	7992.24	83%	
	01-448-303-0441	BID/GRNDS - HEAT & OIL - YOUNGS LANE	30,000.00	2,717.14	37,090.89	-7,090.89	124%	39,000.00	2,196.93	28,839.04	10,160.96	74%	
	01-448-304-0000	BID/GRNDS - WATER/SEWER - TOWN HALL	4,000.00	0.00	4,227.77	-227.77	106%	4,000.00	837.41	4,972.27	-972.27	124%	
	01-448-304-0150	BID/GRNDS-WATER/SEWER- COMMUNITY CTR	0.00	263.20	1,972.57	-1,972.57	100%	0.00	219.86	2,765.07	-2,765.07	100%	
	01-448-304-0156	BID/GRNDS-WATER/SEWER- BEECH ST EXT	0.00	26.35	95.80	-95.80	100%	0.00	0.00	0.00	0.00	0%	
	01-448-304-0438	BID/GRNDS - WATER/SEWER - POLICE	900.00	251.20	754.08	145.92	84%	525.00	137.91	512.02	412.98	100%	
	01-448-304-0441	BID/GRNDS - WATER/SEWER- YOUNGS LANE	2,000.00	1,978.15	3,444.51	-1,444.51	172%	1,950.00	464.26	2,005.03	-55.03	103%	
	01-448-401-0110	BID/GRNDS - YOUNGS LANE MAINT	14,000.00	2,777.10	23,018.81	-9,018.81	164%	14,000.00	1,632.38	18,428.59	-4,428.59	132%	
	01-448-401-0120	BID/GRNDS - TOWN HALL MAINTENANCE	13,000.00	1,797.11	42,494.88	-29,494.88	327%	13,000.00	2,841.23	14,975.01	-1,975.01	115%	
	01-448-401-0175	BID/GRNDS - ELEVATOR MAINTENANCE	3,000.00	1,232.17	3,119.16	-119.16	104%	2,500.00	50.00	1,447.64	1,052.36	58%	
	01-448-401-0170	BID/GRNDS - PARKS MAINTENANCE	8,000.00	0.00	8,599.90	-599.90	107%	8,000.00	0.00	1,621.39	6,378.61	20%	
	01-448-401-0150	BID/GRNDS - COMMUNITY CENTER MAINT	7,500.00	4,712.23	16,606.08	-9,106.08	221%	7,500.00	1,386.18	13,179.53	-5,679.53	176%	
	01-448-401-0151	BID/GRNDS - COMM CTR ELECTRICITY	12,000.00	937.62	9,292.04	2,707.96	77%	12,000.00	1,488.28	9,959.76	2,040.24	83%	
	01-448-401-0152	BID/GRNDS - COMM CENTER HEA OIL	11,000.00	616.32	10,521.28	478.72	96%	14,000.00	885.23	12,721.70	1,278.30	91%	
	01-448-401-0153	BID/GRNDS - SENIOR CENTER ELECTRICITY	7,500.00	244.86	2,823.00	4,677.00	38%	7,000.00	463.63	2,892.96	4,107.04	41%	
	01-448-401-0154	BID/GRNDS - SENIOR CTR HEA	7,500.00	257.35	2,228.57	5,271.43	30%	5,000.00	165.41	2,071.11	2,928.89	41%	
	01-448-401-0155	BID/GRNDS - SENIOR CTR MAINT.	0.00	463.00	3,617.05	-3,617.05	100%	0.00	0.00	1,528.00	-1,528.00	100%	
	01-448-401-0160	BID/GRNDS - BANDSTAND MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0%	100.00	0.00	0.00	1,000.00	0%	
	01-448-401-0170	BID/GRNDS - HAND TUB MAINTENANCE	300.00	27.07	257.80	42.20	86%	300.00	422.4	276.02	23.98	92%	
	01-448-401-0175	BID/GRNDS - DAM MAINTENANCE	3,000.00	14.89	1,714.95	1,285.05	57%	3,000.00	30.24	1,893.58	1,106.42	63%	
	01-448-401-0180	BID/GRNDS - TOWN CLOCK MAINTENAN	2,800.00	0.00	2,555.00	245.00	91%	250.00	0.00	36.66	2,163.34	15%	
	01-448-401-0438	BID/GRNDS - POLICE BUILDING MAINTENACE	10,000.00	1,119.18	8,733.49	1,266.51	87%	11,500.00	749.00	13,285.57	-1,785.57	116%	
	01-448-402-0000	BID/GRNDS - EQUIPMENT MAINTENANCE	2,500.00	179.13	1,296.89	1,203.11	52%	2,500.00	230.94	1,333.02	1,166.98	53%	
	01-448-405-0000	BID/GRNDS - GROUNDS MAINTENANCE	32,000.00	2,259.67	18,812.30	13,187.70	59%	32,000.00	4,195.68	26,746.42	5,253.58	84%	
	01-448-533-0000	BID/GRNDS - MOSQUITO CONTROL	60,000.00	0.00	60,000.00	0.00	100%	60,000.00	0.00	60,000.00	0.00	100%	
	01-448-800-0000	BID/GRNDS - EQUIPMENTPURCHASE	2,800.00	0.00	1,555.00	1,245.00	56%	2,800.00	2,500.00	280.00	0.00	89%	
			59,955.00	3,394.48	478,809.73	62,145.27	79%	41,133.00	14,076.20	41,121.25	709,677.75	85%	
Cemetery	01-449-101-0000	CEM - FULL TIME SALARIES	19,532.05										



Town of Newmarket, New Hampshire  
Preliminary Expense Report<sup>20</sup>  
Fiscal Year Ended May 31, 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	
Vehicle	01-452-202-0000	VEHICLE - GENERAL SUPPLIES	3,000.00	113.40	3,687.15	-687.15	123%	3,000.00	193.38	2,976.26	23.74	99%	
	01-452-209-0000	VEHICLE - GASOLINE	10,000.00	1,532.52	9,485.84	514.16	95%	16,000.00	1,409.54	7,172.26	8,827.74	45%	
	01-452-210-0000	VEHICLE - DIESEL FUEL	30,000.00	1,991.50	23,139.77	6,860.23	77%	38,000.00	1,861.78	24,478.56	13,521.44	64%	
	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	6,472.96	54,007.92	5,992.08	93%	60,000.00	12,157.10	55,688.00	4,312.00	93%	
	01-452-403-0000	VEHICLE - VEHICLE MAINT/PUBLIC WORKS	48,000.00	7,597.87	49,551.25	-1,551.25	103%	48,000.00	0.00	53,759.24	-5,759.24	112%	
	01-452-403-0406	VEHICLE - VEHICLE MAINT REC	2,000.00	0.00	1,689.00	311.00	84%	2,000.00	0.00	957.19	1,042.81	48%	
	01-452-403-0428	VEHICLE-VEHICLE MAINT POLICE	15,000.00	816.54	12,645.18	2,354.82	84%	15,000.00	307.85	8,540.71	6,459.29	57%	
	01-452-403-0461	VEHICLE - VEHICLE MAINT FIRE	20,000.00	0.00	13,567.95	6,432.05	68%	20,000.00	1,009.91	9,371.33	10,628.67	47%	
	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	1,360.00	1,640.00	45%	
				194,000.00	18,524.73	175,167.63	18,632.37	90%	206,500.00	16,939.56	165,085.77	41,414.23	80%
	Fire & Rescue	01-461-101-0000	FIRE/RES - FULL TIME SALARIES	86,475.00	6,346.80	72,036.46	14,438.54	83%	84,779.00	7,523.86	69,283.63	15,495.37	82%
01-461-102-0000		FIRE/RES-OVERTIME	17,500.00	2,049.39	26,483.25	-8,983.25	151%	14,000.00	888.58	11,727.17	2,272.83	84%	
01-461-103-0000		FIRE/RES - PART TIME SALARIES	145,808.00	14,536.23	160,682.02	-14,874.02	110%	134,808.00	15,109.15	131,850.53	2,957.47	98%	
01-461-190-0000		FIRE/RES- TRAINING/STAFF DEVELOPMENT	20,000.00	1,693.87	12,955.71	7,044.29	65%	18,000.00	5,492.42	13,063.65	4,936.35	73%	
01-461-193-0000		FIRE/RES - UNIFORMS	12,000.00	1,264.26	12,402.12	-402.12	103%	12,000.00	1,375.14	9,197.10	2,802.90	77%	
01-461-201-0000		FIRE/RES-POSTAGE	75.00	2.08	46.25	28.75	62%	75.00	2.76	22.58	52.42	30%	
01-461-202-0000		FIRE/RES- GENERAL SUPPLIES	7,500.00	787.76	9,256.69	-1,756.69	123%	6,500.00	663.02	5,568.76	931.24	86%	
01-461-202-0046		FIRE/RES- MEDICAL SUPPLIES	13,500.00	2,383.25	12,715.74	784.26	94%	13,500.00	1,201.38	12,299.65	1,200.35	91%	
01-461-209-0000		FIRE/RES - GASOLINE	900.00	39.38	376.38	523.62	42%	1,200.00	377.77	283.31	916.69	24%	
01-461-210-0000		FIRE/RES - DIESEL FUEL	7,000.00	645.50	5,602.95	1,397.05	80%	8,700.00	485.45	5,011.62	3,688.38	58%	
01-461-220-0000		FIRE/RES- AMBULANCE EXPENSES	10,000.00	-1,935.79	5,176.88	4,823.12	52%	10,000.00	622.74	6,970.83	3,029.17	70%	
01-461-301-0000		FIRE/RES - COMMUNICATION SERVICES	5,800.00	500.58	6,563.79	-763.79	113%	6,500.00	586.16	5,723.13	776.87	88%	
01-461-310-0002		FIRE/RES - DUES/SUBSCRIPTIONS	5,800.00	12.99	4,245.94	1,554.06	73%	4,200.00	314.00	2,759.99	1,440.01	65%	
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	1,891.40	18,807.71	-3,807.71	125%	15,000.00	1,750.95	16,865.96	-1,865.96	112%	
01-461-518-0000		FIRE/RES - NAZMAT	2,500.00	0.00	2,146.00	354.00	86%	2,400.00	0.00	2,005.00	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	5,900.00	610.00	49%	
01-461-800-0000		FIRE/RES - EQUIP PURCHASE	25,000.00	959.67	26,156.75	-1,156.75	105%	25,000.00	88.13	18,504.93	6,495.07	74%	
			376,958.00	31,187.82	375,619.69	1,138.31	100%	358,762.00	36,160.61	311,228.84	47,533.16	87%	
Emergency Management	01-463-103-0000	EM - PART TIME SALARIE	75,000.00	0.00	0.00	75,000.00	0%	75,000.00	0.00	750.00	0.00	100%	
	01-463-190-0000	EM - TRAINING/STAFF DE	75,000.00	0.00	0.00	75,000.00	0%	75,000.00	0.00	0.00	75,000.00	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	4,500.00	0%	
			3,000.00	0.00	0.00	3,000.00	0%	1,950.00	0.00	750.00	1,200.00	38%	
Grants	01-480-812-0000	GRANTS - MEM GAY 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 - NWMKTA THLETIC ASSOC	21,500.00	0.00	21,500.00	0.00	100%	21,500.00	0.00	21,500.00	0.00	100%	
	01-480-815-0000	GRANTS - NWMKTSENIOR 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 - NWMKTHISTORICAL SOCIETY	2,000.00	0.00	2,000.00	0.00	100%	2,000.00	0.00	2,000.00	0.00	100%	
	01-480-817-0000	GRANTS - COAST T.	23,000.00	0.00	20,000.00	3,000.00	87%	23,000.00	0.00	21,005.00	1,995.00	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 HANDIJOB ASSOC.	2,000.00	0.00	0.00	2,000.00	0%	2,000.00	0.00	0.00	2,000.00	0%	
			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	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%	
	01-481-916-0000	SS GRANTS - R.C.C.A.P.	9,000.00	0.00	9,000.00	0.00	100%	9,000.00	0.00	9,000.00	0.00	100%	
	01-481-917-0000	SS GRANTS - RSV.P.	0.00	0.00	6,000.00	-6,000.00	0%	6,000.00	0.00	6,000.00	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/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 - SEACOASTMENTAL 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	0.00	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%	
			47,003.00	0.00	37,052.00	10,000.00	79%	43,779.00	0.00	31,076.00	12,703.00	71%	
Capital Reserve	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%	
	01-490-900-0022	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%	
	01-490-900-0037	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%	
	01-490-900-0045	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 ANN V. 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	1,000.00	0.00	1,000.00	0.00	100%	0.00	0.00	0.00	0.00	0%	
			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	482,291.32	6,421,579.46	867,492.54	88%	6,880,658.00	447,863.20	5,943,125.55	937,542.45	86%	

Town of Newmarket, New Hampshire  
Preliminary Expense Report  
for the Period Ended May 31, 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			
Library	02-480-101-0000	LIBRARY - SALARIES	54,100.00	4,236.92	48,724.58	5,375.42	90%	54,100.00	4,236.92	49,077.66	5,022.34	91%			
	02-480-109-0000	LIBRARY - PART TIME SALARIES	110,363.00	8,828.40	99,328.60	11,034.40	90%	108,013.00	9,164.40	99,323.18	8,689.82	92%			
	02-480-150-0000	LIBRARY - FICA	9,161.00	833.68	9,434.21	-273.21	103%	9,571.00	854.51	9,447.55	123.45	99%			
	02-480-153-0000	LIBRARY - MEDICARE	2,143.00	194.99	2,206.47	-63.47	103%	2,238.00	199.84	2,209.49	28.51	99%			
	02-480-155-0000	LIBRARY - HEALTH INSURANCE	15,000.00	567.24	5,301.04	9,698.99	35%	15,000.00	567.24	5,386.34	9,613.66	36%			
	02-480-156-0000	LIBRARY - RETIREMENT	5,811.00	482.16	5,942.85	-131.85	102%	6,043.00	473.26	5,471.32	571.68	91%			
	02-480-159-0000	LIBRARY - LIFE & DISABILITY	1,369.00	88.84	799.56	569.44	58%	750.00	177.68	996.44	-246.44	133%			
	02-480-160-0000	LIBRARY-WORKERS COMPENSATION	1,500.00	0.00	1,271.82	278.18	85%	1,500.00	0.00	1,500.00	0.00	100%			
	02-480-161-0000	LIBRARY - UNEMPLOYMENT	1,011.00	0.00	650.64	360.36	65%	2,495.00	0.00	918.76	1,576.24	37%			
	02-480-190-0000	LIBRARY - TRAINING/STAFF DEVELOPMENT	2,000.00	165.48	857.88	1,142.12	43%	2,000.00	248.44	1,149.55	850.45	57%			
	02-480-202-0000	LIBRARY - GENERAL SUPPLIES	4,927.00	337.63	4,220.03	706.97	86%	5,000.00	637.60	4,600.90	399.10	92%			
	02-480-202-0043	LIBRARY-LIB. TRUSTEES GENERALSUPPLIES	0.00	0.00	0.00	0.00	0%	0.00	7,658.95	7,658.95	-7,658.95	0%			
	02-480-301-0000	LIBRARY - TELEPHONE	1,800.00	122.15	1,364.93	435.07	75%	1,800.00	125.72	2,012.33	-212.33	112%			
	02-480-302-0000	LIBRARY - ELECTRICITY	12,000.00	868.25	7,436.91	4,563.09	62%	12,000.00	1,440.26	6,941.23	5,058.77	58%			
	02-480-303-0000	LIBRARY - HEAT & OIL	10,000.00	0.00	4,676.01	5,323.99	47%	12,000.00	226.34	4,656.71	7,343.29	39%			
	02-480-304-0000	LIBRARY - WATER	7,000.00	131.60	441.93	255.07	64%	7,000.00	221.85	778.07	-78.07	111%			
	02-480-310-0000	LIBRARY - BOOKS/SUBSCRIPTIONS	40,970.00	3,035.81	34,743.22	6,226.78	85%	39,394.00	3,578.31	39,249.32	144.68	100%			
	02-480-330-0000	LIBRARY - ELECTRONIC/INFO-OTHER	9,500.00	0.00	7,866.60	1,633.40	83%	9,500.00	0.00	9,541.00	-41.00	100%			
	02-480-350-0000	LIBRARY - PROGRAMS	4,000.00	44.75	3,295.57	704.43	82%	2,000.00	61.54	1,951.51	48.49	98%			
	02-480-401-0000	LIBRARY - BUILDING/MAINTENANCE	23,000.00	1,976.65	11,015.40	11,984.60	48%	23,000.00	4,693.44	104,562.09	-81,562.09	455%			
	02-480-402-0000	LIBRARY - EQUIPMENT/MAINTENANCE/LEASE	6,000.00	648.00	1,146.00	-546.00	19%	6,000.00	43.00	52.22	70.78	88%			
	02-480-504-0000	LIBRARY-PROPERTY LIABILITY INS	5,000.00	0.00	4,234.65	765.35	85%	5,000.00	0.00	5,000.00	0.00	100%			
	02-480-600-0000	LIBRARY - EQUIPMENT PURCHASE	2,000.00	0.00	18.64	1,981.36	1%	2,000.00	29.30	10,611.35	-8,611.35	51%			
Library			314,955.00	22,578.35	257,966.64	60,988.36	78%	314,704.00	24,887.00	264,953.17	-49,750.83	116%			
Recreation	05-406-101-0000	RECREATION - FULL TIME SALARIES	0.00	735.84	8,471.61	-8,471.61	0%	0.00	0.00	0.00	0.00	0%			
	05-406-103-0000	RECREATION - PART TIME SALARIES	142,420.00	1,665.75	99,343.71	43,076.29	70%	124,440.00	2,478.13	89,241.06	35,198.94	72%			
	05-406-111-0000	RECREATION - WORKS/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	143.68	6,624.64	2,205.36	75%	7,715.00	150.54	5,609.78	2,105.22	73%			
	05-406-151-0000	RECREATION - MEDI	2,065.00	33.62	1,549.44	515.56	75%	1,804.00	36.22	1,312.14	491.86	73%			
	05-406-156-0000	REC - MR RETIREMENT	0.00	83.74	964.11	-964.11	0%	0.00	0.00	0.00	0.00	0%			
	05-406-190-0000	RECREATION - TRAINING/STAFF DEVELOPMENT	2,500.00	0.00	40.66	2,459.34	2%	2,000.00	10.95	897.74	1,102.26	45%			
	05-406-192-0000	RECREATION - MEAL ALLOWANCE	350.00	0.00	384.77	-34.77	110%	350.00	0.00	1,513.35	-1,163.35	43%			
	05-406-201-0000	RECREATION - POSTAGE	6,000.00	11.28	84.14	5,915.86	14%	1,000.00	21.16	70.71	929.29	7%			
	05-406-202-0000	RECREATION - GENERAL SUPPLIES	1,500.00	0.00	340.99	1,159.01	23%	1,650.00	25.308	1,479.07	1,970.93	90%			
	05-406-202-0034	RECREATION - ATHLETIC SUPPLIES	3,000.00	117.00	211.98	2,788.02	7%	8,830.00	0.00	2,499.11	6,330.89	28%			
	05-406-202-0036	RECREATION - CLASS SUPPLIES	10,000.00	43.80	19,037.48	-9,037.48	190%	2,954.00	2,654.55	10,084.40	-7,130.40	341%			
	05-406-301-0000	RECREATION - COMMUNICATION SERVICES	0.00	0.00	70.00	-70.00	0%	0.00	0.00	0.00	0.00	0%			
	05-406-302-0000	RECREATION - ELECTRICITY	0.00	0.00	75.26	-75.26	0%	0.00	210.23	326.16	-326.16	0%			
	05-406-302-0001	RECREATION - FIELD LIGHTS	2,000.00	75.54	2,759.80	-759.80	138%	5,000.00	0.00	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	1,700.02	-1,550.02	113%			
	05-406-310-0003	RECREATION - ADVERTISING	300.00	0.00	50.95	249.05	17%	800.00	199.00	202.44	597.56	25%			
	05-406-402-0000	RECREATION - EQUIPMENT MAINTENANCE/LEASE	2,300.00	0.00	309.50	1,990.50	13%	2,000.00	90.00	1,564.62	435.38	78%			
	05-406-460-0000	RECREATION - BANK FEES	3,150.00	644.48	5,415.02	-2,265.02	172%	0.00	508.51	4,500.05	-4,500.05	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	4,545.20	41,435.64	8,564.36	83%	36,000.00	1,101.70	30,385.56	5,614.44	84%			
	05-406-702-0000	RECREATION - CONTRACTUAL SERVICES	5,000.00	1,827.70	11,379.93	-6,379.93	228%	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	3,031	12,640.26	-640.26	105%	9,000.00	0.00	15,251.23	-6,251.23	169%			
	05-406-902-0037	RECREATION - TEEN CAMP	3,000.00	0.00	2,363.56	636.44	79%	2,500.00	0.00	1,343.94	1,156.06	54%			
	05-406-904-0000	RECREATION - SUNRISERS/SHOOTER	4,180.00	1,020.07	3,799.10	380.90	91%	3,927.00	271.20	2,360.42	1,566.58	60%			
	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	1,059.05	13,515.60	-515.60	104%	10,150.00	2,310.64	13,166.22	-3,016.22	130%			
Recreation			279,115.00	12,037.06	228,826.36	50,288.64	80%	243,433.00	10,264.91	191,802.79	51,630.21	79%			
Solid Waste	07-450-101-0000	SW - PART TIME	11,550.00	67.883	10,293.00	1,257.00	89%	11,156.00	884.88	10,353.00	803.00	93%			
	07-450-102-0000	SW - GENERAL SUPPLIES	25,000.00	2,101.47	2,002.95	4,997.05	80%	15,000.00	477.92	16,624.26	-1,624.26	111%			
	07-450-310-0002	SW - DUES/SUBSCRIPTIONS	800.00	0.00	0.00	800.00	0%	800.00	625.52	775.52	24.48	97%			
	07-450-402-0000	SW - EQUIPMENT LEASE	1,200.00	52.00	1,052.00	148.00	88%	1,200.00	50.00	1,150.00	50.00	96%			
	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	125%			
	07-450-702-0047	SW - LAMPREY REG. CO-OP	2,100.00	2,028.08	4,056.16	-1,956.16	193%	2,100.00	0.00	0.00	2,100.00	0%			
	07-450-702-0048	SW - MSW CONTRACT	165,000.00	16,908.26	168,507.53	-3,507.53	102%	163,000.00	15,328.26	141,447.51	21,552.49	87%			
	07-450-702-0049	SW - RECYCLING CONTRACT	160,000.00	19,983.47	181,480.80	-21,480.80	113%	152,000.00	15,351.20	159,188.36	-7,188.36	105%			
	07-450-702-0050	SW - CONSTRUCTION DEBRIS	54,000.00	4,391.54	38,366.84	15,633.16	71%	47,000.00	3,008.00	38,206.49	8,793.51	81%			
	07-450-702-0051	SW - POST CLOSURE LANDFILL TEST	35,000.00	16,511.86	31,118.20	3,881.80	89%	30,000.00	17,411.32	41,294.24	-11,294.24	138%			
	07-450-800-0000	SW - EQUIPMENT PURCHASE	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	62,656.51	455,952.48	8,497.52	98%	447,356.00	53,187.70	421,761.45	25,594.55	94%			

Town of Newmarket, New Hampshire  
Preliminary Expense Report<sup>2018</sup>  
For the Period Ended May 31, 2018

Function	Account Number	ACCOUNT DESCRIPTION	Fiscal Year 2018					Fiscal Year 2017				
			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
Water	20-451-101-0000	WATER - FULL TIME SALARIES	150,631.00	11,773.40	125,090.19	25,540.81	8.3%	131,064.00	9,636.34	112,854.48	18,149.52	86%
	20-451-102-0000	WATER - OVERTIME	10,000.00	820.50	12,468.89	-2,468.89	125%	10,000.00	712.79	9,416.88	583.12	94%
	20-451-103-0000	WATER - PART TIME SALARIES	0.00	358.67	3,973.89	-3,973.89	0%	8,487.00	336.00	2,743.11	5,743.89	32%
	20-451-150-0000	WATER - FICA	8,490.00	739.03	8,130.62	359.38	98%	8,150.00	606.15	7,118.52	1,031.48	87%
	20-451-151-0000	WATER - MEDICARE	1,886.00	172.85	1,899.29	86.71	98%	1,906.00	141.78	1,658.36	247.64	87%
	20-451-155-0000	WATER - HEALTH INSURANCE	56,875.00	7,796.18	43,305.18	12,569.82	78%	47,153.00	6,833.28	40,999.68	6,153.32	87%
	20-451-156-0000	WATER - RETIREMENT	15,077.00	1,416.14	15,218.46	-1,414.66	101%	14,157.00	1,141.82	13,574.41	582.59	96%
	20-451-159-0000	WATER - LIFE/DISABILITY INSURANCE	1,316.00	130.71	571.83	344.17	74%	1,542.00	210.28	1,241.74	300.26	81%
	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	593.02	308.98	66%	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	730.97	1,773.61	226.39	89%
	20-451-193-0000	WATER - UNIFORMS	2,500.00	277.35	2,000.82	499.18	80%	2,500.00	184.52	1,697.23	802.77	68%
	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	1,19,586	3,19,320	506,80	88%	6,500.00	472.05	2,035.87	4,464.13	31%
	20-451202-0000	WATER - GENERAL SUPPLIES	3,500.00	83.05	4,052.62	-552.62	116%	3,000.00	293.47	2,962.32	37.68	99%
	20-451202-0002	WATER - DIES/SUBSCRIPTIONS	1,050.00	0.00	714.00	336.00	68%	1,050.00	185.00	383.00	667.00	36%
	20-451-202-0003	WATER - ADVERTISING	2,500.00	637.25	946.12	1,553.88	38%	2,500.00	432.50	432.50	2,067.50	17%
	20-451-209-0000	WATER - GASOLINE	3,700.00	280.68	2,380.64	1,319.34	64%	3,700.00	220.71	2,359.04	1,340.96	64%
	20-451-211-0000	WATER - LPGAS	20,000.00	536.12	11,187.81	8,812.19	56%	20,000.00	203.77	9,446.31	10,553.69	47%
	20-451-217-0000	WATER - CHEMICALS	23,000.00	0.00	16,840.84	6,159.16	73%	18,000.00	0.00	13,544.43	4,455.57	75%
	20-451-301-0000	WATER - COMMUNICATION SERVICES	3,800.00	365.30	4,414.25	-614.25	116%	3,800.00	363.00	3,622.99	177.01	96%
	20-451-302-0000	WATER - ELECTRICITY	54,000.00	5,129.68	48,162.31	5,837.69	89%	53,000.00	9,864.70	50,385.41	2,614.59	95%
	20-451-401-0000	WATER - BUILDING MAINTENANCE	7,000.00	1,352.57	5,852.75	1,147.25	84%	7,000.00	549.58	5,033.87	1,966.13	72%
	20-451-402-0000	WATER - EQUIPMENT MAINTENANCE/LEASE	4,000.00	173.25	289.90	3,750.10	6%	4,000.00	1,352.40	1,352.40	2,647.60	34%
	20-451-403-0000	WATER - VEHICLE MAINTENANCE	5,000.00	554.44	1,274.66	3,725.34	25%	5,000.00	183.00	905.22	4,094.78	18%
	20-451-406-0000	WATER - SYSTEM MAINTENANCE	50,000.00	4,261.35	44,178.48	5,821.52	88%	50,000.00	9,991.79	40,219.36	9,780.64	80%
	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	1,285.50	10,680.75	4,319.25	71%	10,000.00	2,046.00	11,222.85	-1,222.85	112%
	20-451-703-0000	WATER - AUDIT	3,484.00	0.00	4,384.50	-800.50	126%	3,484.00	0.00	3,484.00	0.00	100%
	20-451-704-0000	WATER - ENGINEERING	25,000.00	3,114.41	26,937.43	-1,937.43	108%	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	6,9123.06	46,004.94	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	0.00	20,864.34	-864.34	104%
Water			1,137,780.00	43,454.68	995,071.39	142,708.61	87%	932,813.00	46,754.30	774,107.33	158,705.67	83%
Sewer	30-471-102-0000	WASTEWATER-OVERTIME	19,000.00	1,869.53	18,567.08	432.92	98%	19,000.00	1,401.59	15,366.28	3,633.72	81%
	30-471-103-0000	WASTEWATER PART TIME SALARIES	0.00	358.83	3,982.05	-3,982.05	0%	8,487.00	336.00	2,743.28	5,743.72	32%
	30-471-150-0000	WASTEWATER - FICA	15,842.00	1,378.30	14,007.07	1,834.93	88%	14,204.00	1,051.36	12,381.11	1,822.89	87%
	30-471-151-0000	WASTEWATER - MEDICARE	3,705.00	322.35	3,275.52	429.48	88%	3,322.00	245.87	2,885.67	436.33	87%
	30-471-155-0000	WASTEWATER - HEALTH INSURANCE	97,362.00	16,636.84	83,757.26	13,604.74	86%	71,120.00	11,836.20	71,017.23	102.77	100%
	30-471-156-0000	WASTEWATER - RETIREMENT	26,328.00	2,715.16	27,608.77	-1,278.77	105%	24,574.00	2,014.08	23,835.37	838.63	97%
	30-471-159-0000	WASTEWATER - LIFE/DISABILITY INSURANCE	1,923.00	313.89	2,096.05	-173.05	109%	2,195.00	401.84	2,235.06	-40.06	102%
	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 INSURANCE	1,279.00	0.00	895.71	449.29	69%	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 DEVELOPMENT	5,000.00	274.50	4,573.71	426.29	91%	5,000.00	418.44	3,838.80	1,161.20	77%
	30-471-193-0000	WASTEWATER - UNIFORMS	4,100.00	461.22	4,644.22	-544.22	113%	3,700.00	391.24	4,931.98	-1,231.98	133%
	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	1,195.86	3,200.94	499.06	87%	6,500.00	468.05	2,772.03	3,727.97	43%
	30-471-202-0000	WASTEWATER - GENERAL SUPPLIES	4,000.00	1,203.48	8,067.88	-4,067.88	202%	3,000.00	452.88	4,564.71	-1,564.71	152%
	30-471-202-0002	WASTEWATER - DIES/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	157.23	653.23	2,246.77	23%	2,000.00	302.75	302.75	1,697.25	15%
	30-471-209-0000	WASTEWATER - GASOLINE	5,000.00	127.88	1,180.28	3,819.72	24%	5,000.00	173.09	1,385.98	3,614.02	28%
	30-471-215-0000	WASTEWATER - LAB SUPPLIES	30,000.00	3,074.93	25,952.46	4,047.54	87%	30,000.00	5,794.09	26,411.15	3,588.85	88%
	30-471-217-0000	WASTEWATER - CHEMICALS	45,000.00	984.00	18,203.60	26,796.40	41%	53,000.00	3,640.00	23,152.16	29,847.84	44%
	30-471-301-0000	WASTEWATER - COMMUNICATION SERVICES	8,000.00	808.02	7,185.47	814.53	90%	6,800.00	812.59	6,257.14	542.86	92%
	30-471-302-0000	WASTEWATER - ELECTRICITY	175,000.00	6,302.91	83,246.97	91,753.03	48%	144,000.00	12,303.12	86,002.47	57,997.53	60%
	30-471-303-0000	WASTEWATER - HEAT & OIL	25,000.00	2,528.39	19,467.12	5,532.88	78%	35,000.00	261.18	7,065.50	27,934.50	20%
	30-471-401-0000	WASTEWATER - BUILDING MAINTENANCE	25,000.00	4,119.41	48,395.86	-23,395.86	194%	25,000.00	7,842.56	25,254.84	-254.84	101%
	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	100.44	6,577.77	-1,577.77	132%	5,000.00	0.00	2,257.54	2,742.46	45%
	30-471-406-0000	WASTEWATER - SYSTEM MAINTENANCE	50,090.00	2,485.91	44,541.26	5,548.74	89%	50,000.00	16,508.21	40,236.41	9,763.59	80%
	30-471-504-0000	WASTEWATER - PROPERTY LIABILITY INSURANCE	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	11,740.35	61,288.74	48,711.26	56%	55,000.00	6,098.71	33,561.60	21,438.40	61%
	30-471-602-0000	WASTEWATER - 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	17,090.00	864.05	19,508.68	-2,508.68	115%	13,000.00	281.00	6,493.50	6,506.50	50%
	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	30,090.00	0.00	14,282.40	15,717.60	48%	30,000.00	0.00	15,742.32	14,257.68	52%
	30-471-804-0000	WASTEWATER - NPDES PERMITS	100,090.00	12,744.01	39,367.79	60,622.21	39%	0.00	0.00	0.00	0.00	0%
	30-471-900-0000	WASTEWATER - TRANSFER TO CAPITAL RESERVE	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	301,397.06	214,752.94	58%	102,540.00	0.00	102,540.00	-0.00	100%
	30-471-951-0000	WW - BONDS & NOTES INTEREST	309,143.00	0.00	289,882.96	19,260.04	94%	29,238.00	0.00	29,238.91	-9.91	100%
Sewer			2,182,426.00	95,067.30	1,692,308.61	490,117.39	76%	1,177,568.00	89,877.60	947,755.28	230,212.72	80%
Total Operating Budget:			11,669,798.00	717,070.42	10,050,194.94	1,619,603.06	86%	9,936,942.00	678,577.91	8,842,582.57	1,354,359.43	88%

**Revenue Report \*\***  
For the Period Ended May 31, 2018

Fiscal Year 2018							Fiscal Year 2017					
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected
Plot, Interest on Taxes			20,010,595.00	22,342.76	20,054,026.60	-43,431.60	100%	18,541,324.00	8,937.93	18,562,799.76	-21,474.76	100%
Licenses, Permits and Fees			1,666,300.00	210,940.21	1,707,865.98	-41,565.98	102%	1,556,300.00	210,894.74	1,703,729.86	-147,429.86	109%
From State			697,977.00	36,390.70	852,250.53	-154,273.53	122%	659,414.00	0.00	696,034.84	-36,610.84	106%
Charges for Services			180,700.00	21,965.44	206,138.29	-25,438.29	114%	153,348.00	73,855.65	205,093.75	-51,705.75	134%
Misc. Rev. Includes Int. Rev.			14,000.00	6,928.99	28,850.30	-14,850.30	206%	69,601.00	1,491.52	109,766.84	-40,165.84	158%
Fund Balance			600,000.00	0.00	0.00	600,000.00	0%	500,000.00	0.00	0.00	500,000.00	0%
Recreation			279,115.00	40,367.37	336,208.04	-57,093.04	120%	243,433.00	29,318.10	276,644.00	-33,211.00	114%
Solid Waste			250,000.00	18,942.88	229,896.40	20,103.60	92%	230,000.00	28,333.17	236,990.27	-6,990.27	103%
Water			1,137,780.00	205,541.28	930,086.04	207,693.96	82%	952,813.00	194,789.52	916,716.89	16,096.11	96%
Sewer			2,140,051.00	409,161.66	1,784,771.35	355,279.65	83%	1,159,007.00	382,210.59	1,596,277.83	-437,270.83	138%
Total Revenues			26,976,518.00	972,580.29	26,130,093.53	846,424.47	97%	24,045,240.00	929,831.22	24,304,003.04	-258,763.04	101%



**Revenue Report <sup>2b</sup>**  
For the Period End May 31, 2018

Fiscal Year 2018								Fiscal Year 2017							
Function	Account Number	ACCOUNT DESCRIPTION	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected	Budget	Month to Date Transactions	Year to Date Transactions	Balance Year	Percent Collected			
Pilot Interest on Taxes	01-310-000-1001	REAL ESTATE TAXES	19,905,115.00	0.00	19,913,542.71	-8,427.71	100%	18454,468.00	0.00	18,458,884.00	-4,416.00	100%			
	01-310-000-1003	LAND USE CHANGE TAX	3,755.00	12,750.00	48,250.00	-44,495.00	1285%	3,755.00	4012.50	20,070.00	-16,315.00	534%			
	01-310-000-1004	YIELD TAXES	1,500.00	51921	1,644.62	-144.62	110%	1,500.00	0.00	26.94	-1,473.06	2%			
	01310-000-1005	PAYMENTS IN LIEU OF TAXES	23,225.00	0.00	25,270.41	-2,045.41	109%	19,175.00	0.00	23,225.66	-4,050.66	121%			
	01-310-000-1006	INTEREST & PENALTIES ON CURRENT PROPTAX	40,000.00	332.4	36,997.77	3,002.23	92%	27,000.00	0.01	34,884.41	-7,884.41	129%			
	01-310-000-1007	REDEMPTION INTEREST	57,000.00	8,560.93	47,019.61	9,980.39	82%	60,000.00	4,923.31	43,628.66	16,371.34	73%			
	01310-000-1008	EXCAVATION TAX	0.00	473.8	1,301.48	-1,301.48	0%	0.00	0.00	1,464.28	-1,464.28	0%			
	01-310-000-1010	OVERLAY	-20,000.00	0.00	-20,000.00	0.00	100%	-24,574.00	0.00	-24,574.00	0.00	100%			
	01310-001-1006	INTEREST & PENALTIES ON OTHER TAXES	0.00	0.00	0.00	0.00	0%	0.00	211	5,472.81	-5,172.81	0%			
	01-310-002-1011	LIEN COST RECOVERY UTILITIES	0.00	-0.00	0.00	0.00	0%	0.00	0.00	36.00	-36.00	0%			
			240,179,950.00	23,347.76	200,510,260	43,669.60	85%	236,423,470.00	4,992,593	18,262,980.5	-219,436.5	100%			
	Licenses, Permits and Fees	01-330-000-1013	MV MAIL-IN FEES	0.00	807.00	7,054.00	-7,054.00	0%	0.00	786.00	6,900.00	-6,900.00	0%		
		01-330-000-1014	MV PERMIT, LOCAL CLERK & TRANSFER FEES	1,368,000.00	154,560.00	1,394,099.00	-26,099.00	102%	1,258,000.00	163,567.80	1,373,061.40	-115,061.40	109%		
		01-330-000-1015	MOTOR VEHICLE STICKERS	26,000.00	3,288.00	28,966.01	-2,966.01	111%	26,000.00	3,288.00	28,668.00	-2,668.00	109%		
01-330-000-1016		BQAT REGISTRATIONS	3,000.00	1,241.11	4,112.99	-1,112.99	137%	3,000.00	1,133.55	3,968.19	-868.19	129%			
01-330-000-1017		MV TITLE FEES	3,000.00	382.00	3,734.00	-734.00	124%	3,000.00	438.00	3,826.00	-826.00	128%			
01-330-000-1018		DOG LICENSES	0.00	1,263.00	7,041.50	-7,041.50	0%	0.00	1,690.00	6,850.00	-6,850.00	0%			
01-330-000-1019		VITAL STATISTICS	0.00	542.00	6,189.00	-6,189.00	0%	0.00	801.00	5,944.00	-5,944.00	0%			
01-330-000-1020		UCC'S	0.00	0.00	900.00	-900.00	0%	0.00	0.00	276.00	-276.00	0%			
01-330-000-1022		POLICE - DOG ORDINANCE FINES	0.00	0.00	575.00	-575.00	0%	0.00	500.00	350.00	-350.00	0%			
01-330-000-1023		Finger Prints/Receipts	0.00	0.00	1.00	-1.00	0%	0.00	0.00	30.00	-30.00	0%			
01-330-000-1024		BUILDING PERMITS	66,000.00	5,630.00	68,511.50	-2,521.50	104%	69,000.00	7,303.00	80,229.00	-14,229.00	122%			
01-330-000-1025		MISCELLANEOUS PERMITS & FEES	50,300.00	81.00	1,261.36	-1,261.36	3%	50,300.00	15,000	1,003.39	-49,296.61	2%			
01-330-000-1026		FRANCHISE RENEWAL AGREEMENT	1,500.00	0.00	1,500.00	0.00	100%	1,500.00	0.00	1,500.00	0.00	100%			
			666,600.00	43,367.36	465,167.26	-35,132.74	69%	659,414.00	3,068,739	1,707,208.9	-4,147,945.1	109%			
From State	01-320-000-1012	HIGHWAY BLOCK GRANT	181,472.00	36,390.20	336,745.94	-154,273.94	185%	173,078.00	0.00	177,515.28	-4,437.28	103%			
	01-320-000-1014	MISC. GRANTS	0.00	0.00	23,989.00	-23,989.00	0%	251,37.00	0.00	28,441.00	-3,068.00	113%			
	01-320-000-1015	MEALS AND ROOM TAX DISTRIBUTION	472,792.00	0.00	472,791.69	0.31	100%	442,238.00	0.00	474,176.06	-31,938.06	107%			
	01-320-000-1042	RAILROAD TAX	33,800.00	0.00	339.50	0.00	100%	0.00	0.00	1,393.48	-1,393.48	0%			
	01-320-000-1017	WASTEWATER - STATE REVENUE	42,375.00	0.00	18,385.00	23,989.00	43%	18,561.00	0.00	14,507.00	4,454.00	77%			
			697,977.00	36,390.20	852,250.53	-154,273.53	122%	659,414.00	0.00	696,034.84	-36,620.84	106%			
Charges for Services	01-340-000-1015	POLICE OFFENDER RECEIPTS	0.00	0.00	70.00	-70.00	0%	50.00	0.00	0.00	50.00	0%			
	01-340-000-1017	PLANNING/ZONING RECEIPTS	2,000.00	1,611.40	7,131.40	-5,131.40	357%	2,000.00	26.00	5,693.00	-3,693.00	285%			
	01-340-000-1018	POLICE REPORT FEES	1,200.00	150.00	1,288.00	-88.00	107%	1,200.00	0.00	1,363.50	-163.50	114%			
	01-340-000-1030	DISPATCH RECEIPTS	0.00	0.00	28,000.00	-28,000.00	0%	0.00	0.00	0.00	0.00	0%			
	01-340-000-1031	AMBULANCE RECEIPTS	165,000.00	11,781.04	138,528.38	26,471.62	84%	138,558.00	64,762.72	171,426.25	-32,868.25	124%			
	01-340-000-1034	FIRE DEPARTMENT RECEIPTS	5,000.00	6,175.00	7,600.00	-2,600.00	145%	5,000.00	6,850.00	7,780.00	-2,780.00	156%			
	01-340-000-1036	COURT RECEIPTS	1,500.00	0.00	1,535.51	-35.51	102%	1,500.00	171.53	1,416.00	84.00	94%			
	01-340-000-1033	PARKING TICKETS	0.00	625.00	12,885.00	-12,885.00	0%	0.00	1,185.00	12,244.00	-12,244.00	0%			
	01-340-000-1044	PARKING COURTESY FEES	0.00	0.00	50.00	-50.00	0%	0.00	0.00	0.00	0.00	0%			
	01-340-000-1045	PARKING PERMITS	6,000.00	975.00	5,965.00	35.00	99%	5,000.00	850.00	2,860.00	2,140.00	57%			
	01-340-000-1034	FIRE DEPT. X-DETAIL RECEIPTS	0.00	638.00	2,291.00	-2,291.00	0%	0.00	0.00	1,015.00	-1,015.00	0%			
	01-340-002-1034	DPW DEPT. X-DETAIL RECEIPTS	0.00	0.00	1,134.00	-1,134.00	0%	0.00	0.00	1,260.00	-1,260.00	0%			
			180,700.00	21,965.44	206,138.29	-25,438.29	114%	153,348.00	73,855.46	205,053.75	-51,705.75	134%			
	Misc. Revenue Includes Int. Rev.	01-340-000-1037	COPIER REVENUE	0.00	20.00	34.00	-34.00	0%	0.00	5.00	61.50	-62.50	0%		
01-340-000-1038		MISC. RECEIPTS	0.00	200.00	270.20	-270.20	0%	0.00	0.04	36,452.14	-36,452.14	0%			
01-340-000-1047		RECREATION FACILITY RENTAL	0.00	175.00	2,810.00	-2,810.00	0%	0.00	135.00	510.00	-510.00	0%			
01-340-000-1048		SUNRISE SUNSET REVENUE	0.00	0.00	356.00	-356.00	0%	0.00	0.00	249.00	-249.00	0%			
01-345-000-1044		HOUSING AUTHORITY	0.00	-7,918.00	0.00	7,918.00	0%	0.00	-61.76	0.00	61.76	0%			
01-350-000-1046		SALE OF MUNICIPAL PROPERTY	0.00	6,075.00	6,075.00	-6,075.00	0%	0.00	760.00	56,701.13	-56,701.13	0%			
01-350-000-1047		RENT OF MUNICIPAL PROPERTY	0.00	277.70	3,329.70	-3,329.70	0%	3,600.00	0.00	2,813.33	786.67	78%			
01-350-000-1048		INTEREST ON INVESTMENTS	14,000.00	260.47	16,011.00	-2,011.00	114%	6,000.00	632.15	10,159.57	-4,159.57	169%			
01-350-000-1105		T/C COVER AND UNDER	0.00	0.00	35.60	-35.60	0%	0.00	21.05	86.45	-86.45	0%			
01-360-000-0000		GF - MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0%	60,001.00	0.00	2,720.72	-57,280.28	5%			
			14,000.00	6,928.99	28,850.30	-14,850.30	206%	69,601.00	1,491.52	109,766.84	-40,165.84	158%			
Fund Balance		01-360-000-1054	FUND BALANCE USED	600,000.00	0.00	0.00	600,000.00	0%	500,000.00	0.00	0.00	500,000.00	0%		
				600,000.00	0.00	0.00	600,000.00	0%	500,000.00	0.00	0.00	500,000.00	0%		
Recreation		05-340-000-1058	RECREATION - REVENUE	279,115.00	39,482.60	326,547.04	-47,432.04	117%	243,433.00	28,621.95	268,874.76	-25,441.76	110%		
	05-340-000-1059	RECREATION - LIGHT USAGE	0.00	0.00	1,413.30	-1,413.30	0%	0.00	0.00	2,460.15	-2,460.15	0%			
	05-340-000-1060	REC-SUNRISE SUNSET REVENUE	0.00	848.00	6,432.00	-6,432.00	0%	0.00	655.00	4,015.00	-4,015.00	0%			
	05-350-000-1048	RECREATION - INTEREST	0.00	36.77	580.76	-580.76	0%	0.00	41.15	294.09	-294.09	0%			
	05-350-000-1049	REC. ADVERTISING RECEIPTS	0.00	0.00	1,234.94	-1,234.94	0%	0.00	0.00	1,000.00	-1,000.00	0%			
			279,115.00	40,367.37	386,208.04	-57,093.04	120%	243,433.00	29,318.10	276,644.00	-33,211.00	114%			
Sold Waste	07-340-000-1067	SW - LANDFILL RECEIPTS	250,000.00	8,270.00	61,853.82	188,146.18	25%	230,000.00	10,587.34	61,293.04	168,706.96	27%			
	07-340-000-1068	SW - GARBAGE BAGS	0.00	10,464.20	155,426.07	-155,426.07	0%	0.00	17,441.00	155,636.05	-155,636.05	0%			
	07-340-000-1069	SW - RECYCLING BINS	0.00	214.00	1,544.00	-1,544.00	0%	0.00	2,000.00	1,500.00	-1,500.00	0%			
	07-340-000-1070	SW - UNITED TECHNOLOGIES	0.00	0.00	9,721.09	-9,721.09	0%	0.00	0.00	15,523.51	-15,523.51	0%			
	07-350-000-1048	SW - INTEREST	0.00	48.68	1,129.02	-1,129.02	0%	0.00	34.83	381.26	-381.26	0%			
	07-360-000-0000	SW - MISC. REVENUES	0.00	0.00	2,464.00	-2,464.00	0%	0.00	0.00	2,721.14	-2,721.14	0%			
			250,000.00	8,996.88	224,553.90	25,446.10	92%	230,000.00	16,397.17	239,510.72	-9,510.72	104%			
Water	20-310-000-1001	WATER - TAX REVENUE	1,137,780.00	196,494.05	840,621.65	297,158.35	74%	932,813.00	187,863.75	822,173.24	110,639.76	88%			
	20-310-000-1006	WATER - INTEREST AND PENALTIES ON DELINQ	0.00	137.79	1,371.87	-1,371.87	0%	0.00	130.79	2,824.14	-2,824.14	0%			
	20-310-000-1071	WATER - ENTRANCE FEES	0.00	2,000.00	14,000.00	-14,000.00	0%	0.00	1,000.00	1,000.00	-1,000.00	0%			
	20-340-000-1072	WATER - JOB WORK	0.00	0.00	0.00	0.00	0%	0.00	430.00	2,865.00	-2,865.00	0%			





Town Hall  
186 Main Street  
Newmarket, NH 03857

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Founded December 15, 1727  
Chartered January 1, 1991

## TOWN OF NEWMARKET, NEW HAMPSHIRE

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# STAFF REPORT

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**DATE:** June20, 2018

**TITLE:** Department Reports

**PREPARED BY:** Department Heads

**TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:**

**BACKGROUND:**

**DISCUSSION:**

**FISCAL IMPACT:**

**RECOMMENDATION:**

**ATTACHMENTS:**

Description	Upload Date	Type
Department Reports May 2018	6/13/2018	Cover Memo



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

### Report of the Police Department to the Newmarket Town Council

May, 2018

#### Activity

Newmarket Police 3 year comparable statistics for month of May.

	<u>2018</u>	<u>2017</u>	<u>2016</u>
Total calls for service	1945	1635	1582
Motor vehicle stops	357	378	271
Arrests	21	24	26
Offense reports	41	36	22
M/V accidents	11	10	11
Parking tickets	32	58	20
Drug Overdoses	0	2	0
Alarms	22	19	16
Unattended death/Suicide	0	1	1

During the month of May, the Newmarket Police Dispatch Center documented 1945 calls for service. We have investigated 47 criminal complaints that require active investigations in 41 of the complaints. These criminal complaints include offenses such as Aggravated Felonious Sexual

Assault, Second Degree Assault, Criminal Threatening, Simple Assault, Domestic Violence, Theft, Identity Fraud, Wire Fraud, Drug Possessions, Endangering the Welfare of Children, Duty of Parent, Reckless Conduct and several bench Warrants. Numerous motor vehicle complaints were also investigated. In May, patrol officers conducted 357 motor vehicle stops which led to arrests or citations for charges such as Driving after Suspension, Suspended Registrations, Conduct After an Accident and Reckless Driving as well as many other citations. Officers conducted a number of welfare checks, house checks and nightly business checks. The patrol division issued 32 parking tickets.

### **Miscellaneous**

We have begun taking applications and issuing parking permits for the Bay Road Lot. The Public Works Department created 22 parking spaces in the lot. As of the time of this report, we have only issued 4 permits.

In May, we entered into a 5 year agreement to lease new Tasers from Axon. This was a cost effective plan to put up to date and more effective equipment in the hands of our Officers to keep them safe on the street. These Tasers replace Tasers that were purchased in 2006/2007 and were unsupported if broken. Several of the old Tasers were quickly dying and I had great concern that these old Tasers would not be effective, thus resulting in potential injury to our Officers and civil liability to the Town. Our Taser instructor, Officer Nick Drew will be requalifying and retraining all Officers on the use of the new Tasers. I also updated our department policy reflecting the change in equipment.

### **Personnel**

The following paragraph is an email I received from Lieutenant William Page of the Newmarket Fire Department regarding a medical call that two of our officers responded to and saved a residents life. I share this with you not only to give you an incite of the day to day calls that our officers deal with, but to show you how lucky we are as a community to have a police department and fire department that work so well together as a team.

*Dear Chief True*

*I am writing this email in regard to the medical aid call at XXXXXXX yesterday 5/15/2018. The medical aid call was for a female patient who had multiple self-inflicted knife wounds to both arms and neck with significant bleeding. NFR had two pieces of apparatus respond with our Car 1 being our first unit on scene. FF/AEMT Evan Crafts entered the residence and located the patient in the*

*basement already being treated by two of your officers Sergeant Hankin and Sergeant Jordan. The patient's condition was life threatening due to the severity of her injuries. The patient was bleeding out. The officers on scene had already stopped the bleeding from one of the severely injured extremities with the application of a tourniquet and were working on stopping the bleeding from the other extremity. By this time other NFR units arrived on scene and started to treat the patient. Everyone on scene knew the severity of the injuries and executed the task they were given perfectly. The patient was extricated from the residence and in route to the hospital within 7 minutes of the ambulances arrival. Without the quick thinking and actions of Sergeant Hankin and Sergeant Jordan on scene applying the tourniquet the outcome of this call could have been different. This call was a great example of the two departments working great together to achieve a positive outcome. All of the NFR members on the call would like thank Sgt Hankin and Sgt Jordan for their actions yesterday. They both did a great job and played a major role in the patients' survival.*

Lieutenant William Page  
Newmarket Fire & Rescue  
(603) 659-3334

In May, Officer Annaliese Schmidt hosted "GRL PWR" for a tour and a visit at the Newmarket Police Department. GRL PWR is a program run through the community center that is designed to empower young girls ages 10-14 to stay healthy, be strong, confident and make good decisions as they navigate through their teen years. Officer Schmidt is clearly a role model for this program and was thrilled to spend time with young ladies.



## **Training**

In May, the Police Department hosted a bi-annual Intoxilyzer Training upstairs in our training room. This training is free of charge and is hosted by the NH Department of Safety. Newmarket PD is the off-site that is used by the DOS to provide training to the Seacoast Police Departments. This training is well attended each time we put it on.

In May, all Officers successfully completed the spring firearms qualifications training.

In May, Officer Anneliese Schmidt attended a highly sought after training put on by the Reid Associates in Portsmouth NH entitled "Interview and Interrogations".

## **Parking Violations**

As reported earlier in this report, patrol officers issued 32 parking tickets during the month of May.

## **Motor Vehicle Accidents**

During the month of March we responded to 11 motor vehicle accidents.

## **Fleet**

All vehicles in the fleet are currently working and are being closely monitored by supervisors. In May, all vehicles were detailed by a company out of Hampton NH. This is done once a year and is very cost effective. Maintaining a clean and presentable vehicle image is important not only for morale amongst the troops, but for the Police Departments image through the eyes of the community.

## **Police Station Maintenance:**

The police department facility is in good working condition. I spend a good amount of time with the company that was hired by the Town to complete an energy efficiency study. I made personal and professional recommendations to the members completing the study to assist them in meeting the Town's goals to become more energy efficient. I was happy to hear from one committee member that our Police Department already has one of the lowest energy costs that he



has seen for the size of the building.

The exterior of the building has been landscaped through the hard work of the Newmarket Buildings and Grounds. Kudos to Karen Bloom and her staff for all the hard work in giving our facility a professional image. Karen's hard work does not go unnoticed.

#### **Drug related issues**

During the month of May, we did not respond to ANY drug related overdoses.

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 **NOT** 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 11 months into fiscal year 2017-2018. We are within our projected budget having expended approximately 83.0 % of the operating budget.

**POLICE**

		<u>FISCAL YEAR 2018</u>			
	Budget	MTD	YTD	Balance Year	% Spent
		Transactions	Transactions		
	1,338,426.00	117,225.10	1,102,664.28	235,761.72	82%

		<u>FISCAL YEAR 2017</u>			
	Budget	MTD	YTD	Balance Year	% Spent
		Transactions	Transactions		
	1,322,707.00	92,521.93	1,055,820.47	266,886.53	80%

## Fire and Rescue Department

In the month of May, the department responded to 84 calls for service; 56 of which were medical calls, transporting 47 patients to area hospitals. The ambulance responded to Newfields for three medical calls, transporting two patients, and to Stratham once, transporting one patient. The ladder responded to Exeter for a building fire. The forestry truck responded to Durham and Epping for large brush fires. There was a building fire at the Mead Hill Apartments, where one occupant was burned trying to extinguish the fire and was transported to the hospital with non-life threatening injuries. The sprinkler system extinguished the fire before we arrived on scene.

On May 16<sup>th</sup> the department and the following individuals, LT. Bill Page, Firefighter Evan Crafts, EMT Kaitlyn Lawson and AEMT Garrett Thompson were recognized by Portsmouth Regional Hospital with the Neurosciences Provider and Service of the Year Award, for saving the life of a 31-year-old mother and her newborn child. The woman had a massive stroke, while holding her newborn, in September of 2017. The event was held at the Jarvis Center in Portsmouth. It was their interventions, recognizing the signs, symptoms and quick response that created a positive outcome for this patient. This was the second year in a row that the Department and staff has been recognized by Portsmouth Hospital for one of their awards.

The Fire One classes are complete. We can't burn the houses on Exeter Road that were being utilized for these classes. The owner will be tearing them down in the near future.

The ladder truck incurred some minor cosmetic damage while conducting driver training when it made contact with the guardrail at the end of New Road. The truck will be out of service for four days while it is repaired. I have made some changes to the driver training policy to prevent this type of accident from happening again.

We continue to seek and recruit new members. Recruitment has been going well and we have been seeing an increase in new people that already have certifications.

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

FIRE	<u>FISCAL YEAR 2018</u>				
	Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
	376,958.00	31,187.82	375,819.69	1,138.31	100%
	<u>FISCAL YEAR 2017</u>				
	Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent



# Newmarket Fire & Rescue

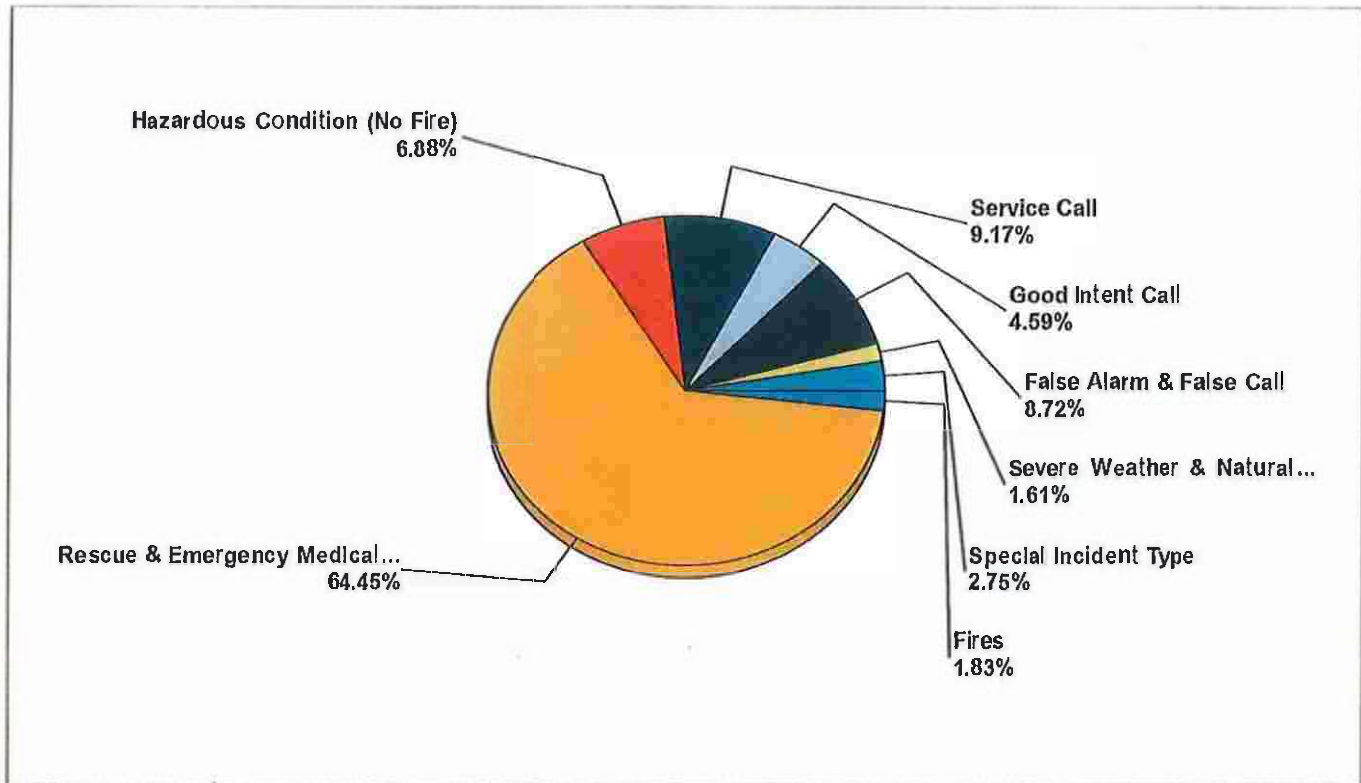
Newmarket, NH

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2018 | End Date: 05/31/2018



MAJOR INCIDENT TYPE	#INCIDENTS	% of TOTAL
Fires	8	1.83%
Rescue & Emergency Medical Service	281	64.45%
Hazardous Condition (No Fire)	30	6.88%
Service Call	40	9.17%
Good Intent Call	20	4.59%
False Alarm & False Call	38	8.72%
Severe Weather & Natural Disaster	7	1.61%
Special Incident Type	12	2.75%
<b>TOTAL</b>	<b>436</b>	<b>100.00%</b>

### Detailed Breakdown by Incident Type

INCIDENT TYPE	#INCIDENTS	%of TOTAL
111 - Building fire	3	0.69%
114 - Chimney or flue fire, confined to chimney or flue	1	0.23%
116 - Fuel burner/boiler malfunction, fire confined	1	0.23%
142 - Brush or brush-and-grass mixture fire	2	0.46%
154 - Dumpster or other outside trash receptacle fire	1	0.23%
320 - Emergency medical service, other	16	3.67%
321 - EMS call, excluding vehicle accident with injury	255	58.49%
322 - Motor vehicle accident with injuries	3	0.69%
324 - Motor vehicle accident with no injuries	6	1.38%
381 - Rescue or EMS standby	1	0.23%
410 - Combustible/flammable gas/liquid condition, other	1	0.23%
412 - Gas leak (natural gas or LPG)	4	0.92%
413 - Oil or other combustible liquid spill	1	0.23%
422 - Chemical spill or leak	1	0.23%
424 - Carbon monoxide incident	8	1.83%
440 - Electrical wiring/equipment problem, other	1	0.23%
444 - Power line down	13	2.98%
445 - Arcing, shorted electrical equipment	1	0.23%
500 - Service Call, other	10	2.29%
511 - Lock-out	6	1.38%
520 - Water problem, other	5	1.15%
522 - Water or steam leak	1	0.23%
531 - Smoke or odor removal	1	0.23%
550 - Public service assistance, other	2	0.46%
551 - Assist police or other governmental agency	2	0.46%
553 - Public service	1	0.23%
554 - Assist invalid	2	0.46%
571 - Cover assignment, standby, moveup	10	2.29%
600 - Good intent call, other	5	1.15%
611 - Dispatched & cancelled en route	11	2.52%
622 - No incident found on arrival at dispatch address	3	0.69%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.23%
700 - False alarm or false call, other	8	1.83%
713 - Telephone, malicious false alarm	2	0.46%
715 - Local alarm system, malicious false alarm	1	0.23%
730 - System malfunction, other	1	0.23%
733 - Smoke detector activation due to malfunction	3	0.69%
735 - Alarm system sounded due to malfunction	6	1.38%
736 - CO detector activation due to malfunction	4	0.92%
740 - Unintentional transmission of alarm, other	2	0.46%
743 - Smoke detector activation, no fire - unintentional	3	0.69%
744 - Detector activation, no fire - unintentional	2	0.46%
745 - Alarm system activation, no fire - unintentional	6	1.38%
800 - Severe weather or natural disaster, other	5	1.15%
812 - Flood assessment	1	0.23%
813 - Wind storm, tornado/hurricane assessment	1	0.23%
900 - Special type of incident, other	11	2.52%
911 - Citizen complaint	1	0.23%
<b>TOTAL INCIDENTS:</b>	<b>436</b>	<b>100.00%</b>

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

# Newmarket Fire & Rescue

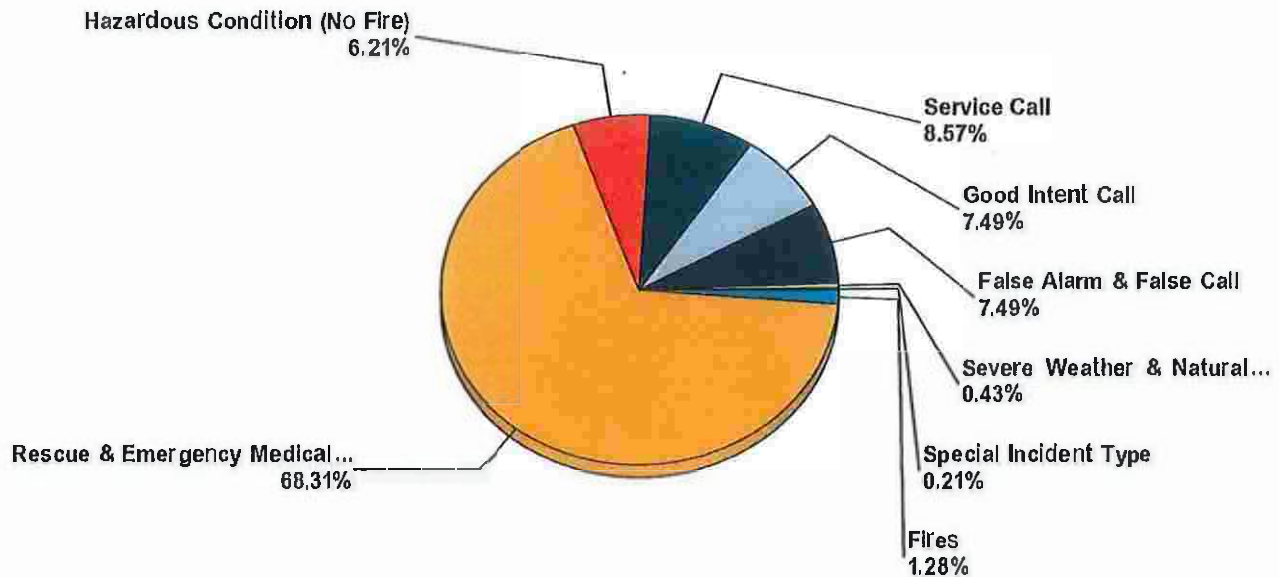
Newmarket, NH

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2017 | End Date: 05/31/2017



MAJOR INCIDENT TYPE	#INCIDENTS	% of TOTAL
Fires	6	1.28%
Rescue & Emergency Medical Service	319	68.31%
Hazardous Condition (No Fire)	29	6.21%
Service Call	40	8.57%
Good Intent Call	35	7.49%
False Alarm & False Call	35	7.49%
Severe Weather & Natural Disaster	2	0.43%
Special Incident Type	1	0.21%
<b>TOTAL</b>	<b>467</b>	<b>100.00%</b>

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



### Detailed Breakdown by Incident Type

INCIDENT TYPE	#INCIDENTS	%of TOTAL
100 - Fire, other	1	0.21%
111 - Building fire	1	0.21%
113 - Cooking fire, confined to container	3	0.64%
142 - Brush or brush-and-grass mixture fire	1	0.21%
300 - Rescue, EMS incident, other	4	0.86%
311 - Medical assist, assist EMS crew	1	0.21%
320 - Emergency medical service, other	4	0.86%
321 - EMS call, excluding vehicle accident with injury	286	61.24%
322 - Motor vehicle accident with injuries	8	1.71%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.21%
324 - Motor vehicle accident with no injuries	12	2.57%
355 - Confined space rescue	1	0.21%
360 - Water & ice-related rescue, other	1	0.21%
381 - Rescue or EMS standby	1	0.21%
400 - Hazardous condition, other	2	0.43%
410 - Combustible/flammable gas/liquid condition, other	1	0.21%
412 - Gas leak (natural gas or LPG)	2	0.43%
413 - Oil or other combustible liquid spill	2	0.43%
424 - Carbon monoxide incident	7	1.50%
440 - Electrical wiring/equipment problem, other	2	0.43%
444 - Power line down	10	2.14%
445 - Arcing, shorted electrical equipment	3	0.64%
500 - Service Call, other	3	0.64%
511 - Lock-out	4	0.86%
522 - Water or steam leak	2	0.43%
531 - Smoke or odor removal	2	0.43%
551 - Assist police or other governmental agency	9	1.93%
553 - Public service	2	0.43%
554 - Assist invalid	12	2.57%
561 - Unauthorized burning	1	0.21%
571 - Cover assignment, standby, moveup	5	1.07%
600 - Good Intent call, other	6	1.28%
611 - Dispatched & cancelled en route	23	4.93%
622 - No incident found on arrival at dispatch address	2	0.43%
631 - Authorized controlled burning	1	0.21%
651 - Smoke scare, odor of smoke	3	0.64%
700 - False alarm or false call, other	5	1.07%
713 - Telephone, malicious false alarm	1	0.21%
731 - Sprinkler activation due to malfunction	1	0.21%
733 - Smoke detector activation due to malfunction	7	1.50%
735 - Alarm system sounded due to malfunction	2	0.43%
736 - CO detector activation due to malfunction	2	0.43%
743 - Smoke detector activation, no fire - unintentional	3	0.64%
745 - Alarm system activation, no fire - unintentional	10	2.14%
746 - Carbon monoxide detector activation, no CO	4	0.86%
813 - Wind storm, tornado/hurricane assessment	1	0.21%
814 - Lightning strike (no fire)	1	0.21%
911 - Citizen complaint	1	0.21%
<b>TOTAL INCIDENTS:</b>	<b>467</b>	<b>100.00%</b>

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

## Newmarket Fire & Rescue

Newmarket, NH

This report was generated on 6/4/2018 7:18:19 AM



### Incident Type Count per Station for Date Range

Start Date: 05/01/2018 | End Date: 05/31/2018

INCIDENT TYPE	#INCIDENTS
<b>Station: 1 - STATION 1</b>	
111 - Building fire	2
142 - Brush or brush-and-grass mixture fire	1
320 - Emergency medical service, other	2
321 - EMS call, excluding vehicle accident with injury	55
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
424 - Carbon monoxide incident	1
500 - Service Call, other	3
511 - Lock-out	2
531 - Smoke or odor removal	1
550 - Public service assistance, other	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
700 - False alarm or false call, other	2
713 - Telephone, malicious false alarm	2
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	2
745 - Alarm system activation, no fire - unintentional	1
813 - Wind storm, tornado/hurricane assessment	1
911 - Citizen complaint	1

# Incidents for 1 - Station 1:

84

Only REVIEWED incidents included.



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 857

Page# 1

# Newmarket Fire & Rescue

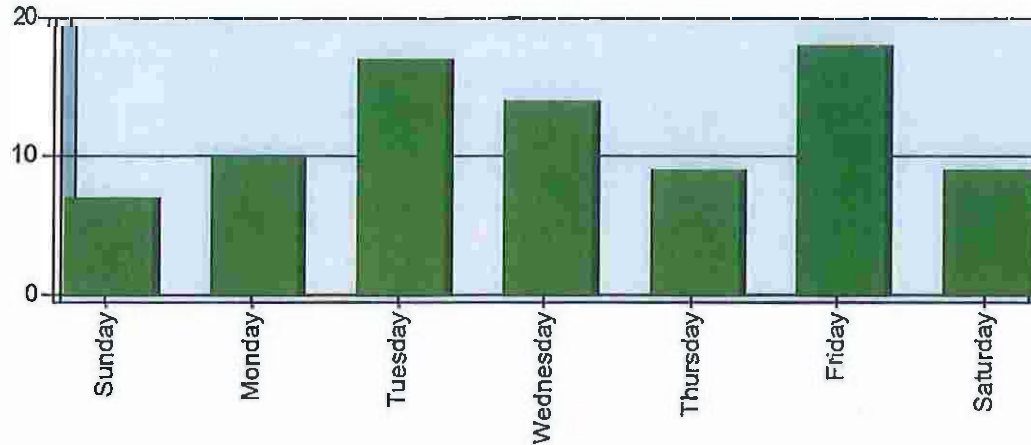
Newmarket, NH

This report was generated on 6/4/2018 7:19:09 AM



## Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 05/01/2018 | End Date: 05/31/2018



DAY OF THE WEEK	#INCIDENTS
Sunday	7
Monday	10
Tuesday	17
Wednesday	14
Thursday	9
Friday	18
Saturday	9
<b>TOTAL</b>	<b>84</b>

# Newmarket Fire & Rescue

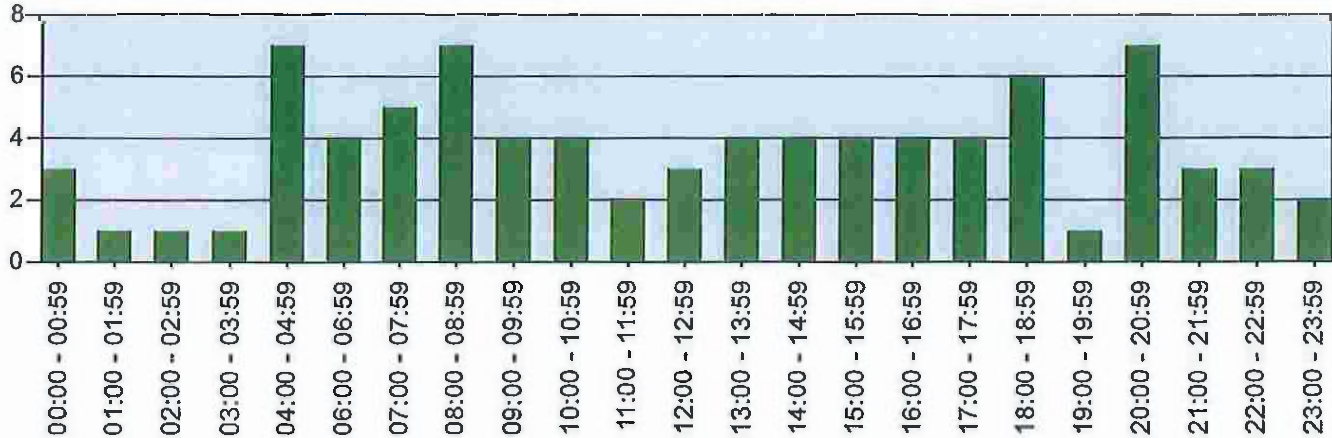
Newmarket, NH

This report was generated on 6/4/2018 7:19:42 AM



## Incidents per Hour for Incident Type Range for Date Range

Start IncidentType: 100 | End Incident Type: 911 | Start Date: 05/01/2018 | End Date: 05/31/2018



Hour	#of CALLS
00:00 - 00:59	3
01:00 - 01:59	1
02:00 - 02:59	1
03:00 - 03:59	1
04:00 - 04:59	7
06:00 - 06:59	4
07:00 - 07:59	5
08:00 - 08:59	7
09:00 - 09:59	4
10:00 - 10:59	4
11:00 - 11:59	2
12:00 - 12:59	3
13:00 - 13:59	4
14:00 - 14:59	4
15:00 - 15:59	4
16:00 - 16:59	4
17:00 - 17:59	4
18:00 - 18:59	6
19:00 - 19:59	1
20:00 - 20:59	7
21:00 - 21:59	3
22:00 - 22:59	3
23:00 - 23:59	2
<b>TOTAL:</b>	<b>84</b>

Only REVIEWED incidents included.



358,762.00 36,160.61

311,228.84

47,533.16

87%

## Public Works Department

The work at the municipal parking lot on Bay Road is complete. This parking lot, with 21 spots, will be permit parking only from 1am to 5am.

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.

All crosswalks have been freshly painted. Crews are starting on the parking lots now.

The North Main Street project will cause some significant traffic interruptions in June. 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. This work is on schedule and the plan now is to get Newmarket 100% completed by late July.

Crews have been working on the dump station that was built for the Vac-Con truck at the waste water plant. This has been completed and is now operational.

There was a water break on Birch Drive. It was a service to a residence and it took crews two days to find it as the leak could be heard but didn't show on the surface.

There were some significant increases in asphalt pricing over the winter. I'm working to see if we can extend the current contract, which expires June 30<sup>th</sup>, and not take a \$5-\$6 increase per ton. Several surrounding communities have been extending their contracts to avoid the increase.

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



**DPWADMIN****FISCAL YEAR 2018**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
434,282.00	33,499.79	420,540.48	13,741.52	97%

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
427,516.00	31,441.89	412,440.04	15,075.96	96%

**ROADS&  
SIDEWALKS****FISCAL YEAR 2018**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
520,270.00	11,974.77	504,299.00	15,971.00	97%

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
330,970.00	1,450.02	244,230.04	86,739.96	74%

**STREET  
LIGHTS****FISCAL YEAR 2018**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
49,000.00	378.63	30,862.12	18,137.88	63%

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
49,000.00	4,294.50	41,677.65	7,322.35	85%

**CEMETERIE  
S****FISCAL YEAR 2018**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
38,132.00	2,676.83	19,101.61	19,030.39	50%

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
37,253.00	1,936.14	24,228.49	13,024.51	65%

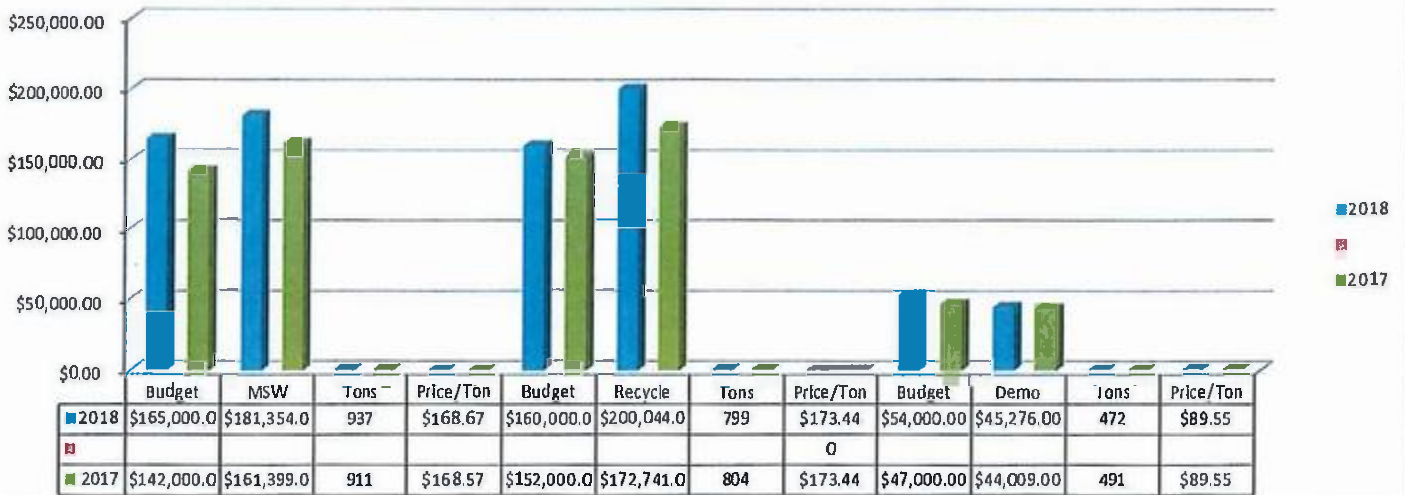
**FIRE**

<u>FISCAL YEAR 2018</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
376,958.00	31,187.82	375,819.69	1,138.31	100%

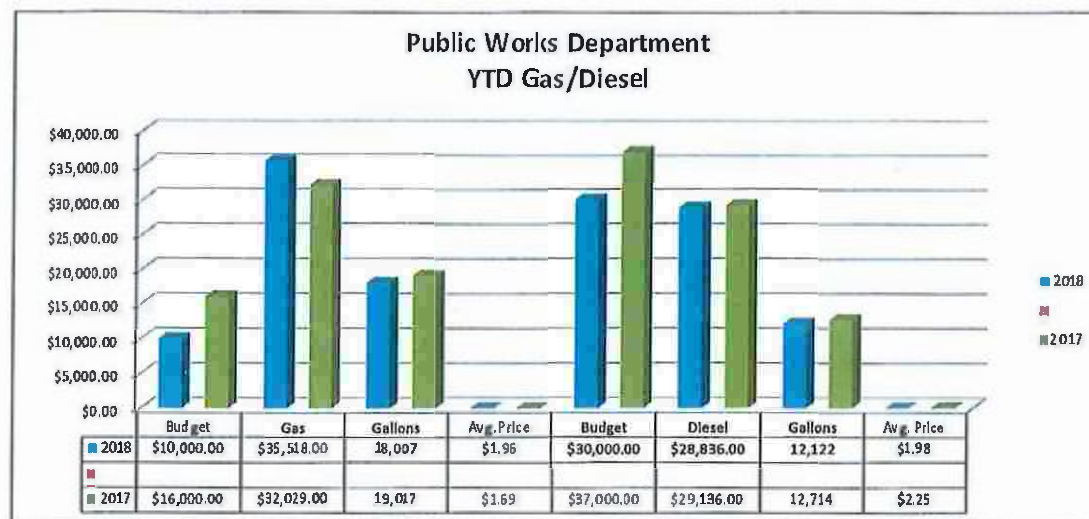
<u>FISCAL YEAR 2017</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
358,762.00	19,158.57	246,565.13	112,196.87	69%

	Budget	MSW	Tons	Price/Ton	Budget	Recycle	Tons	Price/Ton	Budget	Demo	Tons	Price/Ton
2018	\$165,000.00	\$181,354.00	937	\$168.67	\$160,000.00	\$200,044.00	799	\$173.44	\$54,000.00	\$45,276.00	472	\$89.55
2017	\$142,000.00	\$161,399.00	911	\$168.57	\$152,000.00	\$172,741.00	804	\$173.44	\$47,000.00	\$44,009.00	491	\$89.55

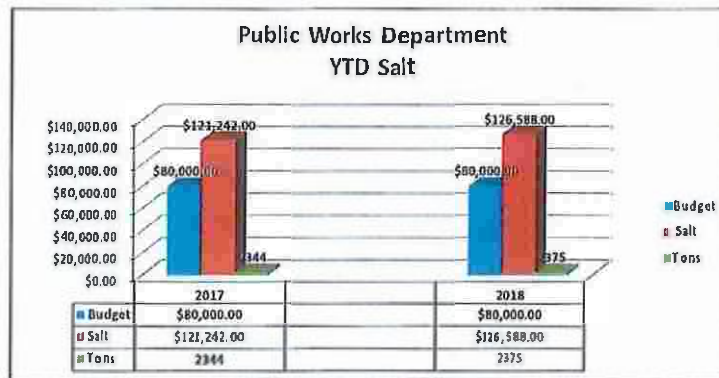
### Public Works Department YTD Solid Waste



	Budget	Gas	Gallons	Avg. Price	Budget	Diesel	Gallons	Avg. Price
2018	\$10,000.00	\$35,518.00	18,007	\$1.96	\$30,000.00	\$28,836.00	12,122	\$1.98
2017	\$16,000.00	\$32,029.00	19,017	\$1.69	\$37,000.00	\$29,136.00	12,714	\$2.25

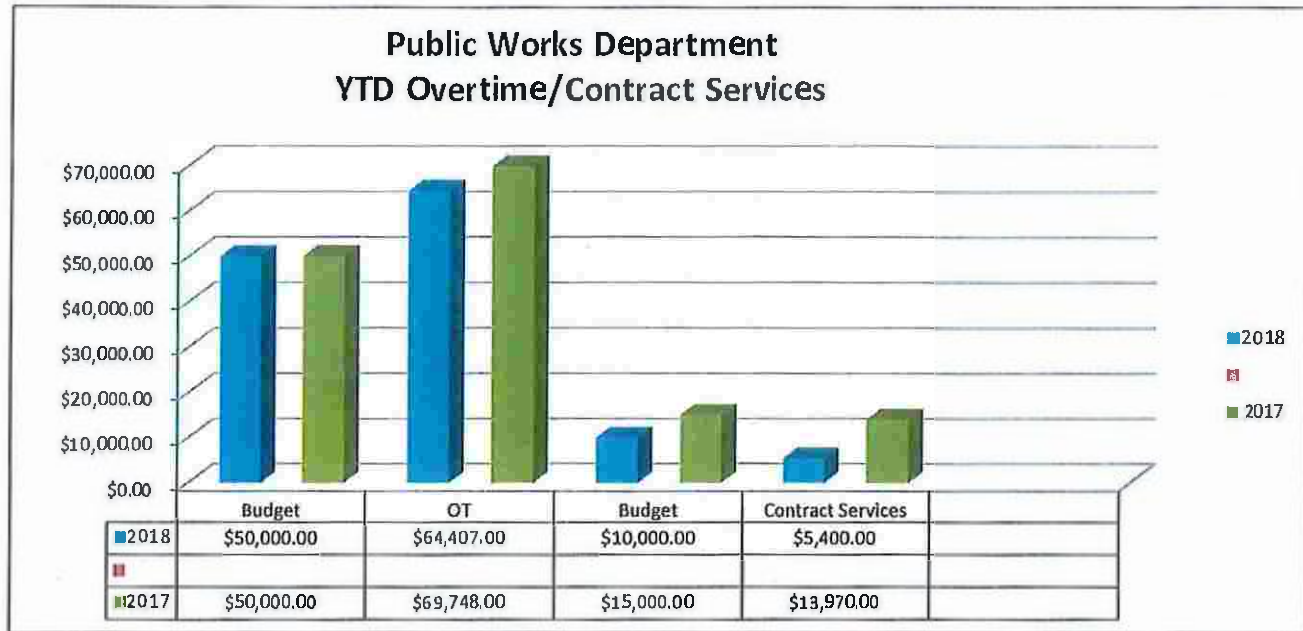


	Budget	Salt	Tons
2017	\$80,000.00	\$121,242.00	2344
2018	\$80,000.00	\$126,588.00	2375



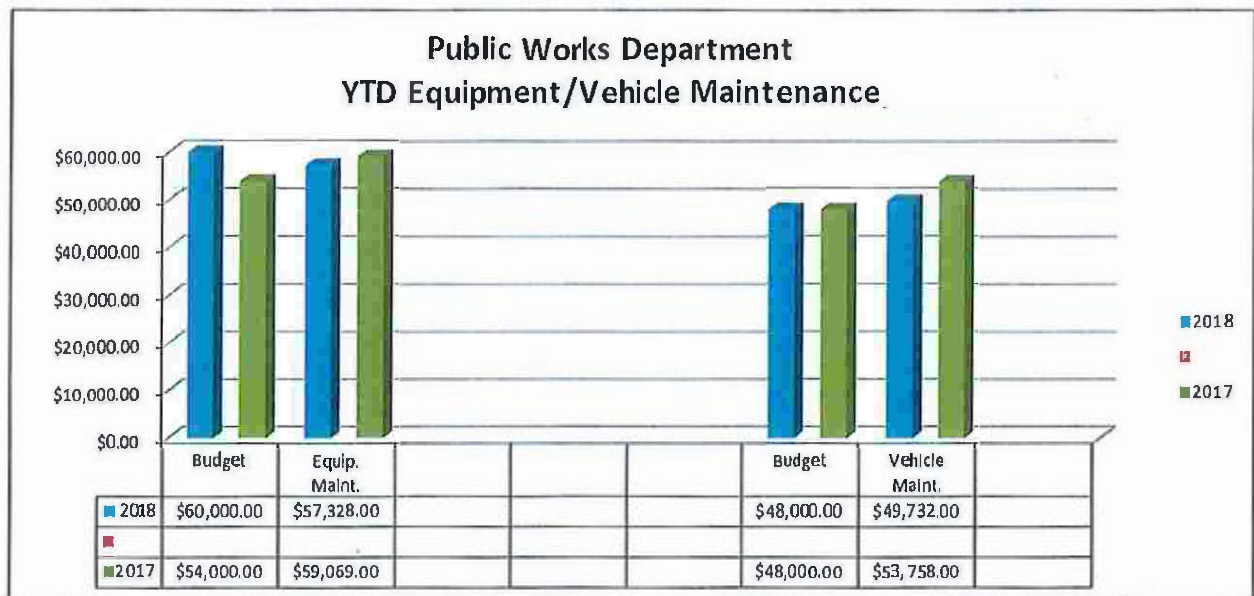


	Budget	OT	Budget	Contract Services
2018	\$50,000.00	\$64,407.00	\$10,000.00	\$5,400.00
2017	\$50,000.00	\$69,748.00	\$15,000.00	\$13,970.00

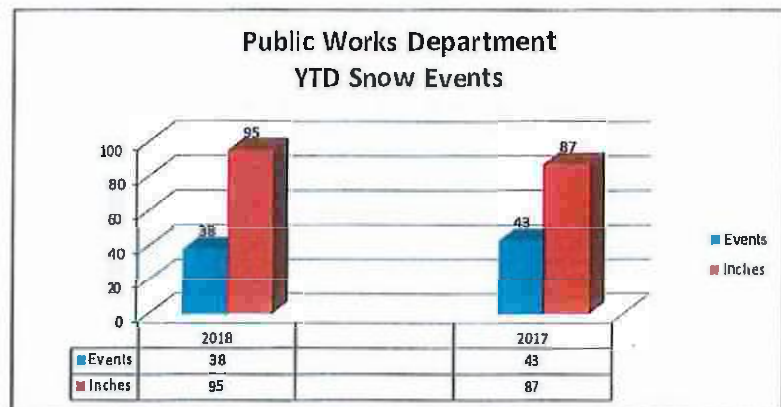


	Budget	Equip. Maint.
2018	\$60,000.00	\$57,328.00
2017	\$54,000.00	\$59,069.00

	Budget	Vehicle Maint.
	\$48,000.00	\$49,732.00
	\$48,000.00	\$53,758.00



	Events	Inches
2018	38	95
2017	43	87



## Facilities Report

The new cooling and heating plants for the Community Services facility are about 70% completed with cooling operational on 2 of the three units at this time. Energy Efficient Investments has a projected 100% HVAC completion date of June 15, 2018.



Old Heating system



New system

The Community Center lighting upgrades project is about 90% completed with excellent results.



We have received Eversource incentive paperwork at this stage showing approximately \$9500.00 in rebates that will be sent to the Town of Newmarket upon completion of the project.

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 will be doing an official presentation very soon to the Town Council on the results of the surveys as well as potential energy saving projects.



We are excited to be able to continue working with GZA on the Macallen Dam project with the approval of funding effective July 1, 2018 to move forward with the engineering and design.



We have several submissions to the Town Council for approvals: Tiger House painting and repairs and Police Station parking lot drainage and repairs. We recently placed out to a competitive bidding process painting of the Town Center lighting poles with a public bid opening of June 20, 2018 at 10:00am.



Tiger House



Example of Town Center lighting poles



Cracks and patches

The school project is moving forward with site work moving forward quite quickly at this point. The high school parking lot is almost completed for this phase and will be available for Jr/Sr High School graduation on June 8, 2018. Groundbreaking is scheduled for June 22, 2018 to be held at the JR/SR High School with more details available through the School District.

JR/SR High School parking lot



### Elementary School **new entrance roadway**



### Elementary stormwater drainage system



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

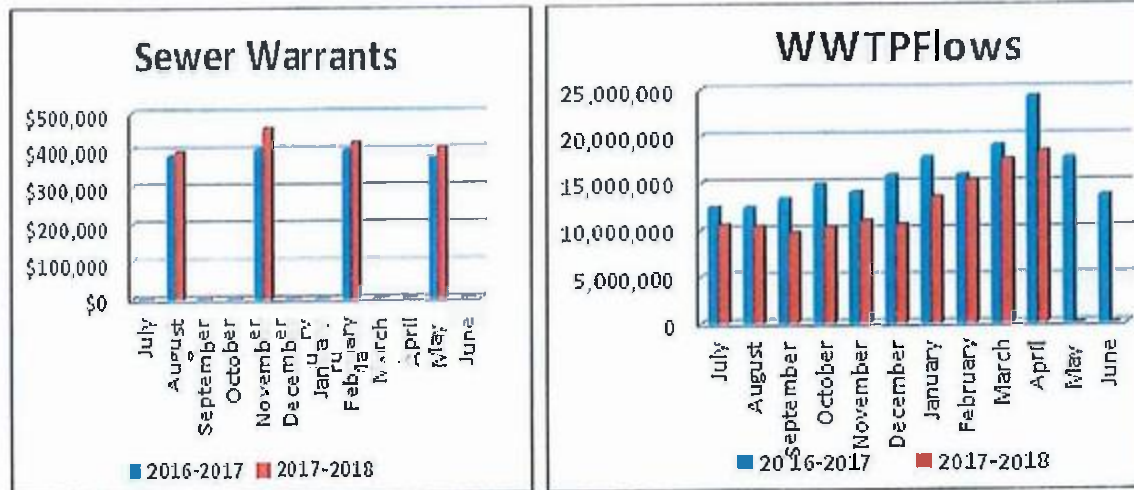
### **FACILITIES**

	<b>Budget</b>	<b>MTD Transactions</b>	<u><b>FISCAL YEAR 2018</b></u>		<b>% Spent</b>
			<b>YTD Transactions</b>	<b>Balance Year</b>	
	545,965.00	33,942.48	487,909.51	62,055.49	89%

	<b>Budget</b>	<b>MTD Transactions</b>	<u><b>FISCAL YEAR 2017</b></u>		<b>% Spent</b>
			<b>YTD Transactions</b>	<b>Balance Year</b>	
	482,233.00	43,076.20	411,271.75	70,961.25	85%



## Environmental Services Department System Report May 2018



### Wastewater Treatment Plant Tours

The Wastewater Department held an open house for residents to take tours of the wastewater treatment facility on the morning of May 19, 2018. We had 8 residents that took the tour of the new wastewater treatment plant process.

### Underground Fuel Storage Tank

The Wastewater Department's 6,000 gallon underground fuel storage has been removed. The cost to remove the tank is \$13,700. We are now working on converting the 1969 oversized boiler to a more efficient propane boiler.

### Huber Press and Sludge Report

Huber Dewatering Press operated for 23 days

Total April run hours - 285.80 Hrs

Total April gallons pumped – 596,163 gal

Average feed sludge percentage - 0.58%

Average feed sludge temp - 17.5°c



Average sludge percentage solids - 16.64%

Average filtrate percentage - 0.08%

Average filtrate temp - 16.5°c

Average solids capture rate - 87%

Total monthly sludge Hauled for disposal tonnage- 71.16 TON

#### WWTP Plant Water System

The Department replaced a failed hydrant at the wastewater treatment Plant.

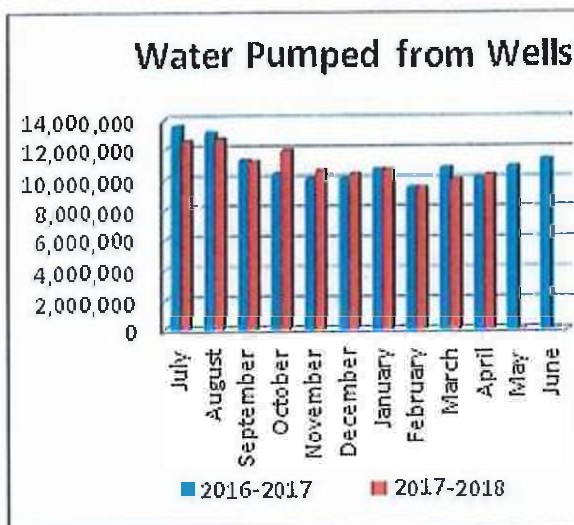
Monthly Operations Report														
Newmarket WPCF														
Permit# NH00100196														
April-2018														
Primary Operator Sean Greig														
	Inf. Flow	Eff. Flow MGD			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.		Inf.	Eff.	Colif.	ococci	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



#### Lead and Copper Sampling

The Water Department has received the results from its lead and copper sampling. The results were within the required limits. The results were submitted to the New Hampshire Department of Environmental Services and to the residents that had their water services tested.

#### Water Tower Inspection

The Water Department is required to have the water tower inspected at a minimum every 5 years. On May 23, 2018, the Water Department, had Underwater Solutions perform the inspection. The inspection included a diver entering the tank to inspect the internal paint coating. It was found that the overall integrity of the tank is in good condition. It is recommended that the outside of the water tank be pressure wash and painted. It was found on the inside approximately 1/16" of sediment was on the floor of the tank. The sediment was removed with a vacuum pump. The internal protective coatings were found to be near their expiration. It is recommended to abrasive blast the interior floor, wall and overhead surfaces, and recoat the surfaces with approved coatings.

#### Water Leak

On May 22, the Water Department was informed of a possible water leak on Birch Drive. It was found that there was a pinhole leak in the water service that supplies water to 34 Birch Drive. The Water Department with help from the Public Works Department repaired the service.

MAY PUMPING TOTALS 2018							
Date	Bennett	130gpm	Sewall	200gpm	Mac Well	315 gpm	Total
	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	
1	10.6	82,541	10.6	126,913	10.3	194,500	403,954
2	8.2	64,143	8.2	98,731	8	151,700	314,574
3	10.6	82,282	10.6	126,146	9.3	174,800	383,228
4	7.8	60,354	7.8	93,338	7.2	136,500	290,192
5	11.1	86,270	11.1	132,659	10.8	203,300	422,229
6	9.9	77,322	9.9	118,863	9.7	183,500	379,685
7	8.5	66,158	8.5	101,823	8.3	156,600	324,581
8	10.8	83,950	10.8	129,101	10.1	198,000	411,051
9	10.5	81,635	10.5	125,148	10.3	194,200	400,983
10	8.6	66,696	8.6	103,010	8.2	156,000	325,706
11	10.6	82,819	10.6	127,499	10.4	195,000	405,318
12	9.3	72,694	9.3	111,902	9.1	172,400	356,996
13	10.6	82,746	10.6	127,303	10.4	196,400	406,449
14	10.6	82,786	10.6	126,941	10.4	196,800	406,527
15	9.2	71,468	9.2	110,281	8.9	167,500	349,249
16	10.1	78,098	10	119,876	9.8	185,500	383,474
17	9.8	76,435	9.8	117,916	9.5	179,600	373,951
18	11.2	87,448	11.2	134,562	10.9	206,400	428,410
19	9.8	76,054	9.8	117,095	9.5	180,600	373,749
20	11.3	88,410	11.4	135,905	11.1	208,500	432,815
21	11.6	90,532	11.6	139,273	10.8	205,200	435,005
22	12.7	98,741	12.7	151,293	7.8	146,300	396,334
23	8.5	65,483	8.5	101,184	7.4	139,500	306,167
24	15.4	120,037	15.4	184,188	6.9	131,500	435,725
25	10.1	78,766	10.1	121,432	7.6	143,600	343,798
26	18.3	142,598	18.3	218,464	0	0	361,062
27	18.3	142,717	18.3	218,792	0	0	361,509
28	16.9	132,112	16.9	203,046	5.2	98,500	433,658
29	9.4	73,340	9.4	112,793	9.2	173,900	360,033
30	11.7	91,204	11.7	140,207	11.4	215,500	446,911
31	9.1	70,496	9.1	108,457	8.9	167,000	345,953
Total	341.1	2,656,335	341.1	4,084,141	267.4	5,058,800	11,799,276
AVG.Day	11.0	85,688	11.0	131,746	8.6	163,187	380,622
Max Day	18.3	142,717	18.3	218,792	11.1	208,500	446,911



**WATER****FISCAL YEAR 2018**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,137,780.00	42,454.68	995,071.39	142,708.61	87%

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
932,813.00	46,754.30	774,107.33	158,705.67	83%

**SEWER****FISCAL YEAR 2018**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
2,182,426.00	95,067.30	1,692,308.61	490,117.39	78%

**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
1,177,968.00	89,877.60	947,755.28	230,212.72	80%



## Information Technology

1. Work continues in earnest to move to MUNIS, the new accounting software. As we import and export data and message data...it's all data.... We \*WILL\* have to replace our check printing printer. Too bad, it has served us well for at least ten years, but MUNIS won't work with it.
2. We continue with data migration for both MUNIS and ClerkWorks. This is really "early days" and is mostly for testing phases.
3. I am making good progress on 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. It also highlights older PCs that need to be swapped out, as well as out of date software.
4. We had a phone outage a couple weeks ago for 22 minutes. While not long, most of NH was impacted on the FirstLight network. This is frustrating for many of us, but I hear of outages with other VOIP suppliers as well.
5. Finally eradicated a few long standing issues we were having at the Senior Center. Good to put those in the ground.
6. Reading about Portsmouth's issue with the virus on their network is scary and sobering. We remain vigilant and overly protective sometimes, but I feel that is the proper stance.

## IT

<u>FISCAL YEAR 2018</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
139,422.00	8,713.21	128,154.20	11,267.80	92%

<u>FISCAL YEAR 2017</u>				
Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
135,558.00	10,121.11	127,324.18	8,233.82	94%



**Office of Building Safety, Health and Zoning Enforcement**  
Preceding Month Activities

Permits Issued			
10	Building	\$1350	
15	Electrical*	\$2220	3 paid/waived w/ building permit
6	Plumbing*	\$270	3 paid w/ building permit
4	Mechanical*	\$115	2 paid w/ building permit

Total Permit Revenue **\$8,452**

Again a busy month... The school projects have required substantial attention, most notably with gaining approval from the State Fire Marshal's Office on fundamental Building and Life Safety Code compliance. Dealing with existing buildings requires significant discretion as strict compliance with prescriptive code requirements would require substantial investment with little gain in overall safety. We applaud the architectural team for their diligence in pursuing the performance based approach for overall safe design. This effort required a fair amount of research, documentation and defending their proposal. This office agreed with the architects' team from the onset and assisted with gaining approvals, where necessary, from the State. We were also able to settle a jurisdictional matter (where no State funding was used, the State is not the 'authority having jurisdiction' on the Building Code). This is helpful as this office is the entity that would adjudicate discretionary matters and approve design alternatives contained within the Building Code.

A sub theme for the month has been 'Junky Yards'. These are properties that do not rise to the level of being legally defined as a *Junkyard*, but do pose a nuisance to some. We are, at the same time, attempting to deal with one property that does fall into the legal definition of an illegal junkyard. These cases tend to take time, as the owners do not see their possessions as junk and have no desire to clean up their property.

- Conducted 50 regular construction inspections
- Ordered immediate eviction of a residential tenant living in the basement at 50 North Main St due to the illegal apartment being immediately dangerous to life and health. The makeshift bathroom also had a full kitchen in the same 'room'.



There were no smoke or carbon monoxide detectors and the room used for sleeping did not comply with the requirements for emergency escape window or primary exit. Exasperating the conditions was this was a hoarding situation. The included photo was the only way into and out of the illegal apartment. The landlord was upset at first, but after explaining the risk he and his wife faced of involuntary manslaughter, they came around and thanked us for our efforts. It is this offices opinion, the couple was at risk of being sentenced to significant time in the State Penitentiary.

- Attended seminar on an NHMA seminar on Effective Enforcement for Code Officials
- Attended Newmarket Business Association Meeting
- Assisted Town Administrator on a community development site walk of the downtown area
- Met with Main Street Corporation on historic appearing street signs in the downtown
- 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

#### **BUILDING INSPECTION**

Budget	MTD Transactions	<u>FISCAL YEAR 2018</u>		Balance Year	% Spent
		YTD Transactions			
70,731.00	5,269.48	61,368.64		9,362.36	87%

Budget	MTD Transactions	<u>FISCAL YEAR 2017</u>		Balance Year	% Spent
		YTD Transactions			
69,755.00	5,816.94	63,259.41		6,495.59	91%

## Town Clerk - Tax Collector

### TAXES

Total Committed 2018	\$10,129,331	Tax 1
Total Collected thru 5/31/18	\$1,122,164	Principal

### TAX LIENS

	2017 Liens (Deed 2020)	2016 Liens (Deed 2019)	2015 Liens (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 5/31/18	139,624	82,664	8,924

### WATER & SEWER (1/1 THRU 5/31/18)

	2018	2017
Water Billed	401,044	386,782
Sewer Billed	829,812	782,838
Uncollected thru 5/31/18	291,024	212,961

### TOWN CLERK REVENUE (7/1/17 thru 5/31/18)

	Year End 6/30/18	Year End 6/30/17	
Motor Vehicle (MV)	1,399,351	1,375,340	2.64% increase
Town "non-MV"	127,677	120,309	6.12% increase
State NH (MV, Vitals, Boats, Dogs)	483,644	475,052	1.81% increase

- Motor vehicles still on the upswing
- Daily activity steady
- Dog Licenses due April 30th
  - Approx 1400 dogs total; 1164 licensed as of May 31st
- 2015 Deed Date: June 14, 2018
  - 5 properties



**TOWN  
CLERK**

**FISCAL YEAR 2017**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
168,528.00	14,533.26	148,910.99	19,617.01	88%

**FISCAL YEAR 2015**

<b>Budget</b>	<b>MTD Transactions</b>	<b>YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
176,442.00	13,787.51	152,119.99	24,322.01	86%

## **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. Four (4) 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 NH 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 out 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 Lot 7 and a boundary adjustment in order to modify the two (2) lots so they are larger and have more frontage than required. Following a review by the Technical Review Committee (TRC), 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 meeting and was forwarded to the Technical Review Committee (TRC) for review. A TRC meeting was held on June 8, 2018 to review several engineering issues. At the June 12, 2018 meeting, the Planning Board continued the application to the July 10, 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. remaining houses. Certificates of occupancy for all ten (10) homes have been issued. The subdivision is 100% 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. The first course of paving on the road was completed last Fall. There remains a punch list of items that will be completed during the current construction season. One building permit for a single family home is open.

**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 was accepted for formal review by the Planning Board at the June 12, 2018 Planning Board meeting and has been forwarded to the Technical Review Committee (TRC). The applicant is currently coordinating the review of impacts to wetland buffers with the Conservation Commission.

**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. A joint meeting will be held with the Town Council to discuss strategies to advance the concept of a Continuing Care Retirement Community on Route 152 at a meeting to be scheduled early in the Fall.



**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. 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 held a public hearing at the May 16, 2018 to solicit input on the "preferred alternative". There was 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 which was approved unanimously by the Town Council. With the completion of this next phase of engineering, the Town expects to be in a position to be able 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 Town Administration is in the process of finalizing the engineering contract related to the next phase of the project.

**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

##### PLANNING

Budget	MTD Transactions	<u>FISCAL YEAR 2018</u>		Balance Year	% Spent
		YTD Transactions			
126,215.00	8,146.35	109,278.85		16,936.15	87%

Budget	MTD Transactions	<u>FISCAL YEAR 2017</u>		Balance Year	% Spent
		YTD Transactions			
122,676.00	8,285.41	107,040.05		15,635.95	87%

## **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, working on schedule for next phase implementation of payroll.
  - Revised chart of accounts is in its final review by vendor. Many hours spent on compiling.
  - Fixed assets with category expansion has been provided awaiting finalization from vendor.
  - On-line training list of course schedules, and access to Tyler University setup, and soon to be "rolled out" to departments.
  - Training and Implementation setup in progress. Plan to finalize contract revisions based on recent gap analysis on what is needed and what was not in contract (no additional cost).
- Employee Open Enrollment complete. Updates being provided to vendors as well as changes impacting life and disability rates. .
- Trustee of Trust coordination of senior class scholarships is ongoing.
- Department continues to work on account reconciliations, review and tracking of expenses in preparation for year-end..

### **Economic Indicators**

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

Month	FY 18	FY 17	FY17 vs FY18	%	FY 16	FY16vs FY17	%
			Increase/ (decrease)	Increase/ (decrease)		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 ongoing. Implementation phasing schedule for Finance is complete working on payroll phase.

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	11,041.10	173,661.33	54,088.67	76%

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
206,844.00	10,456.68	174,602.65	32,241.35	84%

HR

	<b>Budget</b>	<b>MTD Transactions</b>	<b><u>FISCAL YEAR 2018</u> YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	1,628,692.00	136,694.89	1,360,565.63	268,126.37	84%

	<b>Budget</b>	<b>MTD Transactions</b>	<b><u>FISCAL YEAR 2017</u> YTD Transactions</b>	<b>Balance Year</b>	<b>% Spent</b>
	1,515,143.00	130,312.72	1,320,982.20	194,160.80	87%

## **Recreation Department**

### **Recreation Fiscal Business Report:**

Our current Fiscal 2017/18 in the *Revolving Account Revenue* is at a record \$336,208 collected to date. We were ahead of last year's revolving account in revenue by \$59,564 which was at \$276,644.

#### ***Revolving Account Expenditures:***

To date we have currently expended 82% of our \$279,115 budget, as compared to 79% 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. Now that Summer Camp season is upon us again, we will end the year with several more expenditures that we would not typically incur at this time of year. These expenditures are necessary for safety purposes in regards to the parking and traffic flow at the community center when parents need to pick up or drop off their children during summer camp. These expenditures will consist of traffic cones, traffic signs, etc...

*General Fund Expenses* are HIGHER YTD compared to last fiscal year by \$10,807. 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.

### **Persomel Report**

Good news for NH, not so good for the Rec. The low unemployment rate currently in NH has taken a toll in our ability to find qualified seasonal Summer Camp employees for this summer. We are still currently trying to fill several critical positions prior to summer camp starting. Unfortunately, this also happens to be the summer (this happens every 3 or 4 years) where many of our seasoned/experienced summer staff will not be returning this summer as they have gone off to full time jobs as it relates to their career. We lost 11 returners this summer many of which were our long standing administration staff, including our Summer Camp Director and our two Asst Camp Directors. Overall, we are having a hard time keeping up with other programming as will be noted later in this report due to staffing issues.

### **Recreation Community Events**

Thank you for those who attended our recent *Rec Connect RECognition Awards* night which was held Thursday, May 24 from 6pm – 8pm at the Millspace. We hope you found this event to be informative as this year we highlighted all the new and great things happening in our Town from the past year. Many Community Leaders spoke on behalf of their organizations and projects they had going on. This event is traditional held at the end of May which we feel is the perfect time to close the year, prior to summer



starting. It is also an opportunity to network with other town leaders you may not see often with all of our busy schedules. This year the Annual RECOgnition Awards winners were chosen by the Newmarket Business Association. If you would like more information on last month's event, the Town Newsletter dated 6/1 had an extensive write up on the entire event that included several candid photos of the evening.

The Recreation would like to mention, however, that our very own *Halloween Haunt* was awarded the *Newmarket Community Event of the Year!* We would like to thank you for all your support on this annual event as it is by far the largest and most attended event we put on each year.

Our Annual Fishing Derby set for this Saturday, June 16th, registration is underway and looks like it will be great weather! Now in its 29 year, this is one of the Recreation Department's most traditional event!

### Summer Camp Program

The Newmarket Rec. Dept. has been working hard to prepare for the upcoming summer camp season. As mentioned under the Personnel report, interviewing and hiring has been a process this year in order to meet the needs of the camp from a camp ratio of staff to camper perspective. Currently, 280 children are registered for Camp Wanna Iguana for grades 1 – 7 and 29 children are registered for Kiddie Camp, ages 3-5. Field trips have been organized and are being offered to the campers that have enrolled. We are happy to report that a parking plan has now been prepared for the season with the lack of access to the NJSHS parking lot. The seasonal camp staff will be trained during the last week of June.

### Recreation Programming

This past month was a busy one, again! While many people in town are most familiar with our summer camp programming and believe that this is the busiest part of the year...our Rec staff are feeling the pressure year round to keep up with events, programs, recreation trends and development. As noted in our personnel recap, we have recently gone through some changes including changes with roles and responsibilities. Current staff has taken on additional responsibilities and hours to tackle the program and events for the town residents.

The programs listed below have been a challenge to provide with the current limited staff that we have and there is a lack of programming in the evenings and weekends. We believe that evening and weekend programs would be revenue generating opportunities. The high demand for programming/events/presence of Newmarket Rec in the Newmarket community is ever-growing with the changing population and we need to reflect on the ways that our staffing and organization can better support those needs in the coming months and years.

### Wellness Committee Meeting

Anna and Andy attended the recent Wellness Committee led by Christopher Andriski. Anna shared new ways that the Rec Department would be able to partner with the school and support the wellness goals that the school has for their students and staff starting in the fall school year. While sharing programs that are currently in place that would be appropriate for staff and students, the school was very interested in further discussions and partnerships. There will be more meetings and follow up to come with this.

#### Flag Football

Flag Football began on May 9 and has been running on Wednesday evenings from 5:30-6:30pm. A total of 27 children grades K-6 have participated in the football drills and skills clinic to learn some basics on how to play the game. Scrimmages have begun to give participants a chance to play the game they are learning.

#### T-Ball

During the month of May, two sessions of T-Ball for ages 3-5 took place. 17 children participated in the afternoon session and 21 children participated in the evening session. Both were a big success. The evening session included many new families and children that had not participated in Newmarket Rec activities in the past. This program is part of the Newmarket Rec's initiative to give youth ages 3-5 a chance to learn a new sport and for half of the participants this was their first one.

#### Adult Soccer

The adult soccer program has been up and running throughout the month of May and will continue through the summer. This free pick-up program is being offered to garner the interest for adult soccer throughout the Newmarket and neighboring communities here at the Newmarket Rec. Dept. Participation has grown over the past few weeks and the department is excited for the direction this program is heading. Staffing this program, as it is after normal business hours 6:30-8pm, has been challenging but since we have seen an interest, we want to continue to offer if more staffing can be organized.

#### Granite State Track

The Granite State Track program has been meeting on Monday nights to practice their events. 12 children ages 9-14 have been traveling to Exeter to use their facilities. On Thursday, June 7, the group participated in a meet at Phillips Exeter High School while wearing their Granite State Track shirts to represent the Town of Newmarket. The students did a great job!

#### GRLPWR

Our last spring session of GRL PWR (funded by the NCEP grant) was a smaller group than previous programs. We believe that with other programs running at the school, the end of the year has made this enrollment a bit less here. We did have an excellent field trip to the Newmarket Police Station where the girls received a tour, info about the local department, and were fingerprinted!

#### Rec Dance Recital

We are proud to report that our annual Rec recital took place at the beginning of June and was a culmination of a long year of Rec Dance programs! There were about 50 dancers total and we held the performance at the Town Hall basement auditorium, which help spread our message that Rec programs can happen outside the Rec building...and through this recital, we showed the community that this was possible! Preparing the Town Hall stage took quite a bit of effort and we still weren't able to completely clear it off for the show. The parents and children loved being in the space and it was clear that with a few changes in the space, it could be used for more events, performances, and town gatherings of various types.

### Sunrise Sunset Briefing

We introduced a new Trail Walking program in May for our active seniors. With the assistance of volunteer, Toni Weinstein, we are offering a meet-up hiking group with guidance throughout the walking trails in Newmarket and other suitable trails in the seacoast area. We've received a positive response from our seniors so far with 10-12 people attending each hike. These guided hikes will continue to be offered into the fall months with a goal of offering snowshoe hiking in the winter. We're also hoping that this group might be interested in kayaking on the Lamprey, too.

The craft group was very busy this month making colorful flower rings for the ladies attending the Mother's Day luncheon. They completed 50 of these beautiful headpieces that were presented to all the ladies by Miss Heather's preschool class. It was a memorable day as the children sang songs and wished all the ladies a Happy Mother's Day.

Our Tuesday Talk with Gary Sredzienski was a big hit. Gary played accordion, told humorous stories and offered a presentation of his many treasures that he has found on his ocean and creek swims.

He has such a love and respect for the senior population, many of which have been following him for decades for his Polish music.

The day trippers enjoyed tours of the Shaker Village in Canterbury and the Maine Maritime Museum in Bath, Maine this month. Both trips were educational and enlightening as the knowledgeable docents shared many historical facts. The Maine Maritime trip included a delightful boat ride on the Kennebec River where we had a full view of the working waterfront at Bath Iron works including rarely seen war ships that were in dry dock for upgrades and repairs. A guest speaker was on board specifically to talk about these ships and the inner workings of the shipyard. The group also enjoyed the Bald Eagle sightings and the Osprey nests along the river.

The Breakfast Club was invited to a free buffet breakfast at the new Residence at Silver Square in Dover this month. The chef at this new assisted living facility provided a large assortment of breakfast foods for the group and then they were treated to a tour of the beautiful new facility. Many in the group were ready to move right in!

The vegetable and flower gardens are in full swing at the center. With the help of our volunteer gardeners we have a large variety of vegetables planted that will be available to the seniors all summer long. The Friends of Newmarket Recreation provided funding to fill our flower gardens and with the help of volunteers all is planted and bursting with color.

The Silver Stars Acting Troupe has been hard at work planning and rehearsing for their performance of the WSSC Radio Show on June 21st. We have 12 actors and singers that have been involved in this project since February. There will be two performances offered on June 21, the first at 10am and the second at 6pm. We're also planning to take the show on the road and do a performance at the Pines of Newmarket.

Through a generous donation from Laurette Ballargeon of Newmarket the Sunrise Sunset Center will have an outdoor flag pole installed this summer. The veterans at the Sunrise Center proposed that the donation be used for this purpose. We have received approval from Chief Kyle True, DPW, Recreation Dept. and



Ernie Clark as well as the Friends of Newmarket Recreation Board. The placement of the pole will be between the Police Dept. and the Sunrise Center far enough away from the electrical wires so that the flag can fly freely.

**RECREATION**

**FISCAL YEAR 2018**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
203,351.00	15,273.12	178,035.65	25,315.35	88%

**FISCAL YEAR 2017**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
200,322.00	16,966.76	167,228.94	33,093.06	83%

**RECREATION  
REVOLVING**

**FISCAL YEAR 2018**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
279,115.00	12,037.06	228,826.36	50,288.64	82%

**FISCAL YEAR 2016**

Budget	MTD Transactions	YTD Transactions	Balance Year	% Spent
243,433.00	10,264.91	191,802.79	51,630.21	79%



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:** June20, 2018

**TITLE:** Resolution #2017/2018-49- Tiger House Repairs and Painting

**PREPARED BY:** Greg Marles, Director of Facilities

**TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:**

I recommend passage of this resolution.

**BACKGROUND:**

it has been determined that the Tiger House (Tub House) requires extensive repairs and painting due to deterioration.

**DISCUSSION:**

The Director of Facilities has created and placed out for a competitive bidding on March 5, 2018 a Request for Proposals which was advertised, placed on our website, email solicitations sent out, and construction reporting companies were notified. A public bid open was conducted on March 29, 2018 at 11:30am at Newmarket Town Hall with two respondents providing proposals to our solicitation. We received proposals from Educational Building Consultants \$18,800.00 and Target New England \$27,380.00.

**FISCAL IMPACT:**

We reviewed both submissions, contacted the low apparent qualified bidder, and compared the submission to our cost projections (\$15,400.00) we feel the Educational Building Consultants meets the requirements as detailed in our Request for Proposal. The scope of work has increased from our original \$15,400 to \$18,800.00 due to additional wood rot and a failed window since our survey last summer.

**RECOMMENDATION:**

We are recommending that the Town Council authorizes the Town Administrator to enter into an agreement with Educational Building Consultants for Tiger House repairs and painting in the amount of \$18,800.00 utilizing funds



from 2018/2019 budget Operations Repairs/Replacement funds

**ATTACHMENTS:**

Description	Upload Date	Type
Resolution 20172018-49	6/13/2018	Cover Memo
Bid Tabs, proposals, and RFP	5/16/2018	Cover Memo

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution 2017/2018 - 49**

**Authorizing the Town Administrator enter into an agreement for Tiger House Repairs and Painting:**

- WHEREAS:** it has been determined that the Tiger House is in need of exterior repairs and painting; and
- WHEREAS:** the Director of Facilities created a Request for Proposal submission with two proposals being received for repairs and painting based on our request; and
- WHEREAS:** the Tiger House is in need of rot repairs, window replacement, door replacement and painting to protect the facility; and
- WHEREAS:** the Town Administrator recommends that the Town enters into a contract with Educational Building Consultants to address the repairs and painting of the Tiger House; and

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

The Town Council authorizes the Town Administrator to enter into an agreement with Educational Building Consultants to provide repairs and painting services as detailed in our Request for Proposal dated March 5, 2018 for a cost of \$18,800.00. Project funding derived from the Building and Grounds Repairs and Replacement fund within Fiscal year 2018/2019 approved budget.

*First Reading: June 6, 2018*

*Second Reading: June 20, 2018*

*Approval:*

Approved: \_\_\_\_\_  
Dale Pike, Chair Town Council

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



## Newmarket Facilities and Grounds Department

### RFP/RFQ Tabulation Sheet

RFP/RFQ Project Type: RFP Tiger House Building

RFP/RFQ Project Location: Tiger House 176 Main

Date due: 3-29-18 Time due: 11:30 Conducted by: GREG MARLES  
Penny Bortnerman

Opening Location: FACILITIES

Submission Type:	RFP	RFQ	RFP/RFQ
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Submission By:	Bid Amount:	Notes
1. <u>Educational Building Consultants</u>	<u>18,800.00</u>	
2. <u>Target NE Historical Restoration</u>	<u>27,380.00</u>	
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____

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

# Proposal Submission Form Town of Newmarket

## "Painting and Repairs to the Tiger House"

Proposal Cost submission: \$18,800.00

Bidder: Educational Building Cons. (Corporation, Firm or Company)

By: President - Owner (Officer, Authorized Individual or Owner)  
Print

Name: James Goodale

Title: President

Mailing Address: 1 Lakeview Lane South  
Standish, ME 04084

Zip Code: \_\_\_\_\_

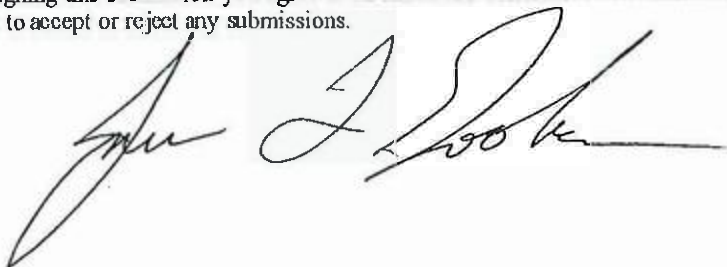
DATE: 3/28/18

Telephone: (207) 329-0202 Fax: \_\_\_\_\_

E-Mail: jim.goodale@live.com

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.



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Facilities and Grounds Department  
186 Main Street  
Newmarket, New Hampshire  
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[Gmarles@newmarketnh.gov](mailto:Gmarles@newmarketnh.gov)

# Proposal Submission Form Town of Newmarket

## "Painting and Repairs to the Tiger House"

Proposal Cost submission: \$27,380.00

Bidder: Target New England (Corporation, Firm or Company)

By: James J. Doherty (Officer, Authorized Individual or Owner)  
Print

Name: James J. Doherty

Title: Owner

Mailing Address: PO Box 136  
Alton Bay, NH 03810

Zip Code: 03810

DATE: 3-28-18

Telephone: 603-382-0444 Fax: \_\_\_\_\_

E-Mail: targetnewengland@gmail.com

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.

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





## Newmarket Facilities and Grounds Department

### **Town of Newmarket Request for Proposals "Painting and Repairs to the Tiger House"**

March 5, 2018

The Town of Newmarket is accepting bids to make repairs to wood trim, windows, and painting of the "Tiger House" located on South Main Street, Newmarket, New Hampshire.

The project shall consist of repairing of rotted wood on fascia, soffit, corner trim, and window/door trim. The garage doors cross bucking and door trim will be replaced with PVC dimensional boards to prevent continued deterioration of these areas. The PVC should be based of Royal with board texturing exposed to better match the existing conditions. All fastener holes shall be filled using a non-molding caulk in white.

The work shall consist of cleaning and preparing wood surfaces and applying protective paint coatings. All loose paint and chipping shall be scraped, wire wheeled, sanded or other methods to remove any materials unsuitable to receive primer and paint. The area shall be made clean at the end of each day of work, the walkway shall be kept clear of debris at all times. The project shall be left clean upon project completion.

#### **Material**

Specification, painting material shall meet the following requirements:

- Exterior paint primer shall conform to the requirements of the manufacturer
- Exterior paint shall conform to the requirements of to the requirements of the manufacturer. The colors samples of the finish paint shall be chosen by the owner based on samples provided by the vendor. The colors shall be based on existing color styles and period colors for this type of building. The second coat of paint shall be based on exterior eggshell body and semi-gloss trim color where PVC is not used.

#### **Surface preparation**

All surfaces to be painted/primed shall be thoroughly cleaned before the application of paint/primer. Pitch pockets and knots shall be scraped and sealed with an exterior sealer. Previously painted surfaces shall be scraped and brushed to remove any checked or blistered paint and all excess chalk.

**Town of Newmarket**  
Facilities and Grounds Department  
186 Main Street  
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[Gmarles@newmarketnh.gov](mailto:Gmarles@newmarketnh.gov)

#### **Application of paint/primer**

Surfaces shall be clean and dry during paint/primer application. No paint/primer shall be applied until the prepared surfaces have been inspected and approved for paint/primer application.

Surfaces of new wood shall be painted with 1 brush coat of exterior primer paint and two brush coats of exterior paint unless otherwise.

Paints/primers shall be thoroughly mixed at the time of application.

Each paint and primer coat shall be applied in such a manner as to produce a coating film of uniform thickness with a finished surface free of runs, drops, ridges, laps, or excessive brush marks. The minimum drying time between applications shall be as prescribed by the manufacturer of the paint/primer and not before the previous paint/primer application being thoroughly dry.

The surface of each dried coating shall be cleaned as necessary before application of the next coat.

#### **Atmospheric conditions**

Unless otherwise specified by the manufacturer of the coating products, paint and primer shall not be applied when the temperature of the wood surface or of the surrounding air is less than 55 degrees Fahrenheit. Coatings shall not be applied when atmospheric conditions result in moisture condensation on the surface to be painted/primed. Surfaces protected from atmospheric conditions by special cover or enclosure, heating, or ventilation shall remain to provide full protection until the paint/primer is thoroughly dry.

#### **Window Replacement door replacement**

The window located direct adjacent to the left of the door shall be replaced with a wooded replacement style window to best match the existing style and type by Marvin or approved equal. Remaining windows within the building needed additional glazing or repairs to protect the window shall be surveyed and included within the scope by the contractor. The existing entry door shall be replaced with a Pella Craftsman's style door in fiberglass with new frame, interior trim to match and exterior trim to match. Exterior door trim maybe PVC by Royal with texture side out.

#### **Please note:**

The existing paint on the building in areas is prior to 1978 and shall be addressed accordingly to Lead Renovator requirements of the Environmental Protection Agency. All safety precautions shall be taken to ensure for a safe environment.

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

Funding for this project is available July 1, 2018

All questions regarding this project shall be directed to:

Town of Newmarket  
Greg Marles, Director of Facilities  
1-603-659-3617 Ext 1325  
[gmarles@newmarketnh.gov](mailto:gmarles@newmarketnh.gov)

All submissions shall be in a seal envelope clearly marked "Painting and Repairs to the Tiger House"

Submissions shall be:

Town of Newmarket  
Attn: Greg Marles, Director of Facilities  
Town Hall  
186 Main Street  
Newmarket, New Hampshire 03857

Bids shall be received no later than March 29, 2018 at 11:30am, Town of Newmarket, Town Hall, 186 Main Street, Newmarket, New Hampshire 03857 at which time they will be read publicly. Any bids received after the time and date specified will not be considered.

The Town of Newmarket reserves the right to waive any of the formalities of this RFP, to request additional information from any respondent, to negotiate with any respondent, to negotiate with more than one respondent, to reject any or all proposals or parts of proposals, to solicit new proposals, and to award contracts to one or more respondents or to reject any or all respondents as it deems in its best interest. The issuance of this RFP does not guarantee that a contract will be awarded. Any proposal received after the time specified will be considered a late proposal. Following evaluation of all proposals, the Town may do one or more of the following: (1) conduct interviews with representatives of one or more of the respondents; (2) select an apparent successful respondent and enter into contract negotiations; selected for award based on the proposals, and commence negotiations with those respondents, and then invite those respondents to submit best and final offers; or (4) reject all proposals if it is determined to be in the best interests of the Newmarket School District.

Town of Newmarket  
Facilities and Grounds Department  
186 Main Street  
Newmarket, New Hampshire  
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[Gmarles@newmarketnh.gov](mailto:Gmarles@newmarketnh.gov)

# Proposal Submission Form Town of Newmarket

## "Painting and Repairs to the Tiger House"

Proposal Cost submission: \_\_\_\_\_

Bidder: \_\_\_\_\_ (Corporation, Firm or Company)

By: \_\_\_\_\_ (Officer, Authorized Individual or Owner)  
Print

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Zip Code: \_\_\_\_\_

DATE: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.

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





Town Hall  
186 Main Street  
Newmarket, NH 03857

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

Founded December 15, 1727  
Chartered January 1, 1991

## TOWN OF NEWMARKET, NEW HAMPSHIRE

# STAFF REPORT

**DATE:** June 20, 2018

**TITLE:** Resolution #2017/2018-50 - Police Station Parking Drainage and Pavement Repairs

**PREPARED BY:** Gregory Marles, Director of Facilities

**TOWN ADMINISTRATOR'S COMMENTS-RECOMMENDATION:**

I have reviewed this resolution and recommend its passage.

**BACKGROUND:**

We placed out to a competitive bidding process an Request for Proposals to make drainage and pavement repairs to the Police Station parking lot. we have a large water pooling area which creates slippery conditions in the winter months and stagnate water in non-freezing weather. The standing water has caused many areas of cracking, surface failure, and lose of pavement. Our base bid was to install porous concrete and make selected pavement repairs.

**DISCUSSION:**

A public bid opening was held on May 9, 2018 at 11:00am in Town Hall with Five (5) respondents to our solicitation.

Lupoli Excavators LLC, \$13,143.00  
WP Davis Excavation \$17,9075.00  
Advanced Excavating and Paving \$17,650.00  
SK McDonald Company \$15,425.00  
Stormwater Compliance \$17,890.00

We met with the low apparent bidder to qualify their proposal, reviewed the added scope request, and approach to the project with the contractor. The installation of the porous concrete sections decreases our impact within our MS4 permitting, creates water treatment measures for stormwater run-off, and effectively deals with the water control issues in the parking lot.

**FISCAL IMPACT:**

The low apparent bidder felt comfortable with their submission, we reviewed the added work request and they

submitted a final price based on the requested adjustments. Our original projected cost for this project was \$31,000.00 with this amount being approved in the 2018/2019 budget. The total adjusted proposal cost is \$28,683.00 to installed the specified porous concrete panels, repair several section of failing pavement, seal coat the parking lot and stripe the parking lines. The Building Improvement Capital reserve find has a current balance of \$128,111.00 with an additional \$225,000.00 being add July 1, 2018

**RECOMMENDATION:**

We recommend that the Town Council authorizes the Town Administrator to enter into an agreement with Lupoli Excavators, LLC of New Hampton, New Hampshire for Police Station drainage and parking lot repairs for a total cost of \$28,683.00 to come from the Building Improvements Capital Reserve Fund 2018/2019 approved budget.

**ATTACHMENTS:**

Description	Upload Date	Type
Resolution #2017/2018-50	6/13/2018	Cover Memo
Recap, bid tabs, proposals, RFP	5/22/2018	Cover Memo

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution 2017/2018 - 50**

**Authorizing the Town Administrator enter into a n agreement with Lupoli Excavators, LLC to make Police Department Parking Lot drainage and paving repairs :**

- WHEREAS:** it has been determined that our Police Department has flooding issues and failing pavement which impacts safety and asset protection, and
- WHEREAS:** the Director of Facilities requested proposals from contractors through a Request for Proposal (RFP) process, and
- WHEREAS:** the Police Station parking lot is in need of drainage and pavement repairs, and
- WHEREAS:** the Town Administrator recommends that the Town enters into an agreement with Lupoli Excavators, LLC of North Hampton, New Hampshire to conduct services as detailed in our Request for Proposal dated April 26, 2018 with additional services, and

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

The Town Council authorizes the Town Administrator to enter into an agreement with Lupoli Excavators, LLC of North Hampton, New Hampshire construction services as detailed in our Request for Proposal "Police Department Parking Lot Drainage Repairs" dated April 26, 2018 in the amount of \$28,683.00 utilizing Building and Ground Capital Building Reserve Fund 2018/2019 approved budget.

*First Reading: June 6, 2018*

*Second Reading: June 20, 2018*

*Approval:*

Approved: \_\_\_\_\_  
Dale Pike, Chair Town Council

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



## Newmarket Facilities and Grounds Department

### RFP/RFQ Tabulation Sheet

RFP/RFQ Project Type: Police Department Parking Lot Drain Repairs  
RFP/RFQ Project Location: NEW MARKET Police Department  
Date Due: MAY 9, 2018 Time Due: 11:00 Conducted By: Greg Marles  
Opening Location: Town Hall Penny Botterman

Submission Type	RFP	RFQ	RFP/RFQ
1. Submission By:	<u>Lupoli Excavators LLC</u>	Bid Amount:	<u>\$13,143.00</u> Notes: _____
2. Submission By:	<u>WP Davis Excavation</u>	Bid Amount:	<u>\$17,975.00</u> Notes: <u>bid alternate</u>
3. Submission By:	<u>Advanced Excavating and Paving</u>	Bid Amount:	<u>\$17,650.00</u> Notes: <u>bid alternate</u>
4. Submission By:	<u>St McDonald Company</u>	Bid Amount:	<u>\$15,425.00</u> Notes: <u>bid alternate</u>
5. Submission By:	<u>Stonewater Compliance</u>	Bid Amount:	<u>\$17,890.00</u> Notes: <u>bid alternate</u>

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



## Newmarket Facilities and Grounds Department

### **Town of Newmarket Request for Proposals "Police Department Parking Lot Drainage Repairs"**

April 16, 2018

The Town of Newmarket is accepting bids to remove pavement and install Stormcrete porous panels per plans and specifications. The work is to be located at Newmarket Police Department 70 Exeter Street, Newmarket New Hampshire, 03857

The project shall consist of saw cutting the existing pavement area to an opening of eight (8) feet wide and twenty-nine (29) feet long area with care taken to maintain a clean cut edge. The area will be excavated to a depth of thirty (30) inches as detailed on drawing D1 dated 10/30/2017. Grading and final elevation shall match existing grade area outside of the area to be excavated. Field grading adjustments shall be made to create positive drainage of the affected area towards the Stormcrete panels and catch basin.

#### **Installation:**

The excavation shall be back filled with a base layer of  $\frac{3}{4}$  washed crushed stone to a depth of twelve (12) inches to allow the installation of a six (6) inch SDR-5 perforated pipe and cap as detailed on drawing D1. The perforated pipe shall have a pitch of not less than (2) percent conveying water towards the catch basin. The catch basin will be cored to allow for the installation of the perforated piping to enter the basin. The area around the penetration shall be sealed using hydraulic cement or other approved method. The area shall be backfilled to a depth of seven (7) inches below finished grade using  $\frac{3}{4}$  washed crushed stone. A course of  $\frac{3}{8}$  washed crushed stone shall be installed direct below the Stormcrete area of installation (4' x 25') to a depth allowing the Stormcrete panels to be placed at final grade height.

#### **Paving:**

The areas remaining to be paved shall be back-filled to a depth to allow for a two (2) inch compacted binder or course coat and one and one-half (1  $\frac{1}{2}$ ) compacted finish coat to match the existing grading and Stormcrete panels. Install  $\frac{1}{2}$  pre-molded expansion joint around the Stormcrete slab area as detailed on drawing D1 during the paving process.

Town of Newmarket  
Facilities and Grounds Department  
186 Main Street  
Newmarket, New Hampshire  
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An allowance of \$2,500.00 shall be carried within the proposal for additional repairs to area as identified by the Director of Facilities. The areas shall be saw cut to a depth to ensure stable sub straight, filled and compacted to finished elevation of the surrounding area.

**Add Alternate:**

Crack filling and seal coating of the parking lot area. Crack filling materials may be hot applied rubber or polymer asphalts, or cold applied emulsion-based products. The emulsion products assist with forming a good adhesive bond with the crack wall and additives such as Styrene Butadiene Rubber (SBR) latex ensure that the material can endure some degree of movement. In some cases, hot applied fiber modified asphalt binders may be used. Seal coating shall be coal-tar emulsion sealer and asphalt-based emulsion seal, add approximately 1-2 pounds of sand per gallon of emulsion to increase the solids content while also minimizing the liability against slips and falls. Seal coating shall be based on average, 50-60 square feet of asphalt will be covered per gallon of emulsion.

An acrylic-based hardening additive or a polymer-modified material may be included in this formula for additional strength and longevity.

Apply the sealcoating formula using either a squeegee, spray, or a combination of both, depending on the conditions of the lot.

Parking lot stripping shall be included within the scope of the add alternate. Stripping shall remain the same pattern and location as existing stripping prior to seal coating.

Funding for this project is available July 1, 2018

All questions regarding this project shall be directed to:

Town of Newmarket  
Greg Marles, Director of Facilities  
1-603-659-3617 Ext 1325  
[gmarles@newmarketnh.gov](mailto:gmarles@newmarketnh.gov)

All submissions shall be in a seal envelope cleared marked "Police Department Parking Lot Drainage Repairs"

Submissions shall be:

Town of Newmarket  
Attn: Greg Marles, Director of Facilities

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

Town Hall  
186 Main Street  
Newmarket, New Hampshire 03857

Bids shall be received no later than May 9, 2018 at 11:00am, Town of Newmarket, Town Hall, 186 Main Street, Newmarket, New Hampshire 03857 at which time they will be read publically. Any bids received after the time and date specified will not be considered.

The Town of Newmarket reserves the right to waive any of the formalities of this RFP, to request additional information from any respondent, to negotiate with any respondent, to negotiate with more than one respondent, to reject any or all proposals or parts of proposals, to solicit new proposals, and to award contracts to one or more respondents or to reject any or all respondents as it deems in its best interest. The issuance of this RFP does not guarantee that a contract will be awarded. Any proposal received after the time specified will be considered a late proposal. Following evaluation of all proposals, the Town may do one or more of the following: (1) conduct interviews with representatives of one or more of the respondents; (2) select an apparent successful respondent and enter into contract negotiations; selected for award based on the proposals, , and commence negotiations with those respondents, and then invite those respondents to submit best and final offers; or (4) reject all proposals if it is determined to be in the best interests of the Newmarket School District.

Town of Newmarket  
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Newmarket, New Hampshire  
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[Gmarles@newmarketnh.gov](mailto:Gmarles@newmarketnh.gov)

# Proposal Submission Form

## Town of Newmarket

### "Police Department Parking Lot Drainage Repairs"

Base Proposal Cost submission: \_\_\_\_\_

Alternate cost Proposal: \_\_\_\_\_

Bidder: \_\_\_\_\_ (Corporation, Firm or Company)

By: \_\_\_\_\_ (Officer, Authorized Individual or Owner)  
Print

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_

Zip Code: \_\_\_\_\_

DATE: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Does the ownership or stock holders have relatives currently employed by the Town of Newmarket or the Newmarket School District?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes: please indicate the relationship \_\_\_\_\_

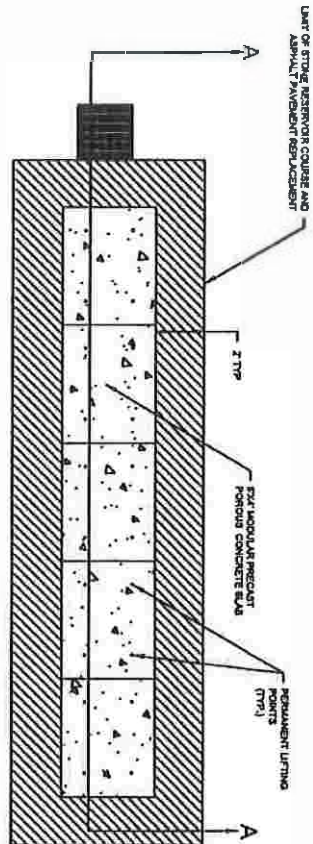
NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.

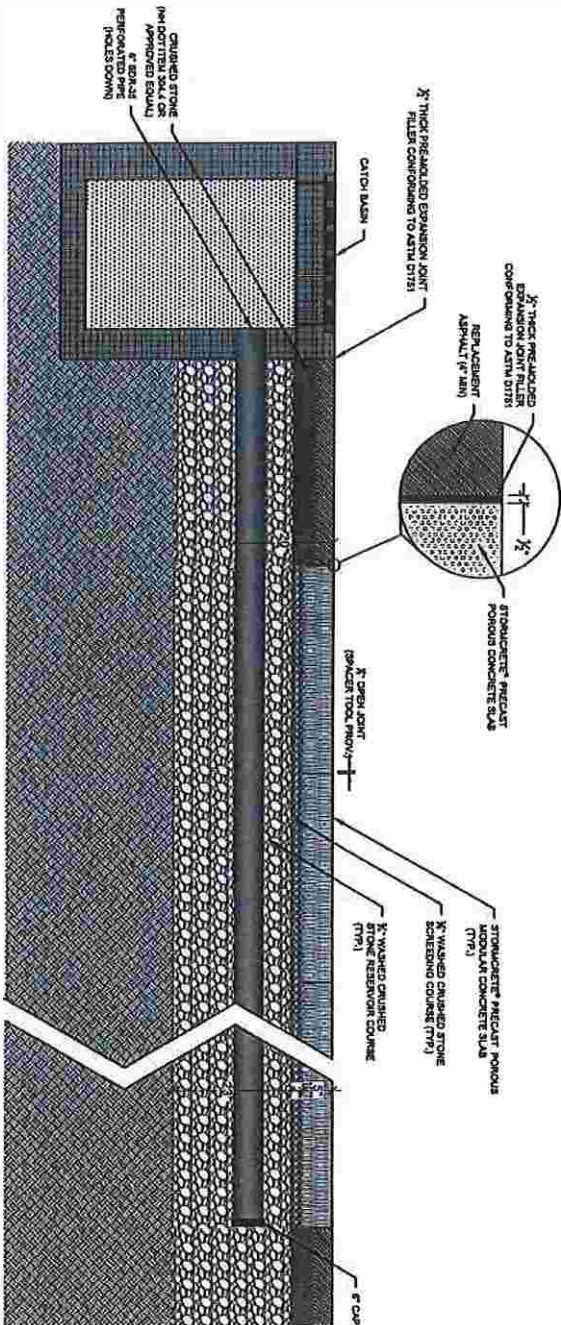
Town of Newmarket  
Facilities and Grounds Department  
186 Main Street  
Newmarket, New Hampshire  
1-603-659-3617 Ext 1325  
[Gmarles@newmarketnh.gov](mailto:Gmarles@newmarketnh.gov)



- NOTES:
1. PRECAST MODULAR POROUS CONCRETE SLABS SHALL BE MANUFACTURED BY POROUS TECHNOLOGIES, LLC. WWW.STORMCRETE.COM (888) 357-1161.
  2. PRECAST MODULAR POROUS CONCRETE SLABS SHALL HAVE A CONCRETE AVERAGE UNIT WEIGHT OF 125 LB/CF (+/- 4%) AND A VOID RATIO OF 15-25% WHEN TESTED IN CONFORMANCE WITH ASTM D1794/1734M-12 STANDARD TEST METHOD FOR DENSITY AND VOID CONTENT OF RADIUSED PERIMIOUS CONCRETE.
  3. REINFORCEMENT SHALL BE #3 BASALT FIBER BAR, CONFORMING TO ASTM D7205 (120 KSI).
  4. #3 GALVANIZED COIL THREAD LIFTING INSERT SHALL BE AS MANUFACTURED BY A.L. PATTERSON PART NUMBER C1531234P.
  5. ADJACENT MATERIAL SHALL NOT BE ALLOWED TO COME INTO DIRECT CONTACT WITH SIDES OF SLAB. PLACE 3/4" MOLDED BITUMINOUS SEALANT BETWEEN ADJACENT SLABS WITH ASTM D1251, STANDARD SPECIFICATION FOR BITUMINOUS SEALANT FOR JOINT FILLER, OR CONCRETE PAVING AND STRUCTURAL CONSTRUCTION (NONREINFORCING AND RESILIENT BITUMINOUS TYPES).
  6. REFER TO MANUFACTURER'S HANDLING AND INSTALLATION MANUAL FOR PRODUCT SPECIFIC INFORMATION.



PLAN VIEW



SECTION A-A

**STORM  
CRETE**  
When Is Right... It's Porous™  
888.357.1161  
www.stormcrete.com  
Porous Technologies, LLC  
STORMCRETE PATENT PENDING

## STORMCRETE® SYSTEM TRENCH RETROFIT INSTALLATION

DATE: 10/30/2017  
DRAWN BY: TJC  
CHECKED BY: KJM  
SCALE: NTS

## DETAILS AND NOTES

DWG NO.

D1

- CONSTRUCTION SEQUENCE:
1. PLACE SEWAGE AND EROSION CONTROL MEASURES TO ENSURE THAT SEDIMENT AND DEBRIS DOES NOT LEAVE THE LIMIT OF DISTURBED AREA.
  2. PLACE TRAFFIC SAFETY MEASURES TO ENSURE SAFE PASSAGE FOR PEDESTRIANS AND VEHICLES.
  3. SAWCUT EXISTING BITUMINOUS ASPHALT PAVEMENT AT LOCATIONS INDICATED ON PLAN.
  4. EXCAVATE AND REMOVE PAVEMENT AND EXISTING SOILS TO A DEPTH OF 30".
  5. PREPARE CATCHBAY, MANHOLE OR OTHER DOWNSPOT STRUCTURE FOR ACCEPTANCE OF UNDERDRAIN PIPE.
  6. UTILIZE EXCAVATION BUCKET TO PLACE GROOVES INTO EXISTING SUBGRADE SOILS.
  7. PLACE 3/4" WASHED CRUSHED STONE RESERVOIR COURSE TO DEPTH OF BEDDING REQUIRED FOR UNDERDRAIN PIPE.
  8. PLACE 6" SDR 35 PVC UNDERDRAIN (HOLES DOWN) IN LOCATIONS AS INDICATED ON PLAN.
  9. USE NON-SHRINK MORTAR TO MAKE CONNECTION OF UNDERDRAIN TO DOWNSPOT STRUCTURE.
  10. COMPLETE PLACEMENT OF 3/4" WASHED CRUSHED STONE RESERVOIR COURSE TO A DEPTH OF APPROXIMATELY 7 INCHES BELOW GRADE.
  11. COMPACT RESERVOIR STORAGE LAYER, WITH A MINIMUM OF TWO COMPLETE COVERAGES. ONE PASS EACH IN MUTUALLY PERPENDICULAR DIRECTIONS. WITH A 3 TO 5 TON SMOOTH, DOUBLE OR SINGLE DRUM ROLLER OPERATED IN VIBRATORY MODE. FOLLOWING VIBRATORY COMPACTION, APPLY TWO COMPLETE COVERAGES. ONE PASS EACH IN MUTUALLY PERPENDICULAR DIRECTIONS. WITH THE ROLLER OPERATED IN STATIC MODE. CONTINUE STATIC ROLLING UNTIL THERE IS NO VISIBLE MOVEMENT, WEAVING OR DEFLECTION IN THE SURFACE OF THE STORAGE RESERVOIR LAYER.
  12. PLACE AND HAND SPREAD 3/8" WASHED CRUSHED STONE SCAFFOLDING COURSE TO A DEPTH OF APPROXIMATELY 5" BELOW FINISHED GRADE.
  13. OBTAIN (2) 1 1/2" DIAMETER, 15' LONG SCAFFOLDING RAILS AND PLACE THEM APPROXIMATELY 36" APART ON TOP OF THE SCAFFOLDING COURSE PARALLEL TO EACH OTHER AND PARALLEL TO THE LENGTH OF THE EXCAVATION.
  14. DETERMINE THE AVERAGE ELEVATION OF THE EXISTING PAVEMENT ACROSS THE TRENCH SECTION AT BOTH ENDS OF THE SCAFFOLDING RAIL. SET THE TOP OF THE RAIL AT AN ELEVATION EQUAL TO THE CROSS SECTION AVERAGE LESS 5" AT BOTH ENDS OF BOTH PARALLEL RAILS. PLACE 1/2" SCAFFOLDING COURSE BENEATH AND AROUND SCAFFOLDING PIPES TO A POINT THAT LEAVES A MINIMAL AMOUNT OF STONE OVER THE PIPE AND CONFIRM THAT SCAFFOLDING HEIGHT IS CORRECT AND THAT SCAFFOLDING RAILS HAVE A UNIFORM SLOPE ALONG THE TRENCH AS NECESSARY.
  15. ENSURE STABILITY OF PLACED RAILS.
  16. USE STRAIGHT SCREW ALONG THE TOP OF THE PARALLEL PIPES TO SCREW OFF ANY EXCESS STONE AND LEAVE A CONSISTENT FLAT TOP SURFACE THAT IS THE DEPTH OF THE STORMCRETE SLAB BELOW FINISHED GRADE.
  17. AFTER ACHIEVING GRADE FOR THE FIRST 10-12' OF THE LENGTH OF THE SCREWED RAILS SLIDE RAILS FURTHER ALONG EXCAVATION FILL REMAINING Voids AND DETERMINE PROPER GRADE ELEVATION FOR PARS END OF RAILS AS PER STEP 14. ABOVE.
  18. ATTACH SWIVEL LIFTERS TO STORMCRETE® SLABS AND USE 4-WAY CHAIN PULL TO HOIST AND POSITION SLABS.
  19. USE PROVIDED SPACER TOOL TO ENSURE 1/2" OPEN JOINT BETWEEN SLABS.
  20. WHEN PLACING A SECOND ROW OF SLABS, STAGER JOINTS 1/2 THE DISTANCE FROM JOINTS IN FIRST ROW (SAW-CUT AS NECESSARY).
  21. REFER TO DRAWING E1 TO ENSURE THE PROPER JOINT TREATMENTS TO ADJACENT MATERIALS.
  22. KEEP DUST, SEDIMENTS, AND ALL CONSTRUCTION DEBRIS OFF OF STORMCRETE® SLABS DURING BACKFILLING AND PAVING OF ADJACENT AREAS (COVER WITH POLY SHEETING AS NECESSARY).
  23. PLACE CURBS IN UTTER HOLES AFTER INSTALLATION IS COMPLETE.

# Proposal Submission Form Town of Newmarket

## "Police Department Parking Lot Drainage Repairs"

Base Proposal Cost submission: \$17,975.00 (Includes \$2,500.00 Allowance)

Alternate cost Proposal: \$4,500.00

Bidder: William P Davis Excavation LLC (Corporation, Firm or Company)

By: William Davis, Manager (Officer, Authorized Individual or Owner)  
Print

Name: W P Davis, MANAGER

Title: MANAGER

Mailing Address: PO Box 758 - Hampton, NH 03843

Zip Code: 03843

DATE: 05/09/2018

Telephone: 603-944-5844 Fax: \_\_\_\_\_

E-Mail: WILL@WPDAVISEXCAVATION.COM

Does the ownership or stock holders have relatives currently employed by the Town of Newmarket or the Newmarket School District?

Yes \_\_\_\_\_ No X If yes: please indicate the relationship \_\_\_\_\_

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.

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



# LUPOLI EXCAVATORS, L.L.C.

56 Lafayette Road ♦ North Hampton, NH 03882 -2405 ♦  
Phone 603-964-1949 ♦ Fax 603-964-4740  
E-Mail: [lupolixcavators@aol.com](mailto:lupolixcavators@aol.com)

## PROPOSAL

Page 1 of 2

PROPOSAL SUBMITTED TO: Greg Marles

DATE: May 9, 2018

NAME: Town Of Newmarket

EMAIL: [GMarles@Newmarketnh.com](mailto:GMarles@Newmarketnh.com)

STREET: 186 Main Street

JOB NAME: Police Department Parking Lot Drainage  
Repairs

CITY: Newmarket

STREET: 70 Exeter Road

STATE: NH

CITY: Newmarket

We hereby submit the following quotation on the above referenced project:

- 1) Mobilization
- 2) Saw Cut Approx. 76 LF of Asphalt
- 3) R&D 3 CY of Asphalt
- 4) Excavate for Drain As Per Plan (8' x 30' x 2 1/2')
- 5) Core 1 Existing Catch Basin For 6" Drain Line
- 6) S&I Fabric At Bottom Of Excavation
- 7) S&I Approx. 22 CY of 1/4" Washed Stone
- 8) S&I Approx. 3 CY of 3/8" Washed Pea Stone
- 9) S&I 30 LF of 6" Perforated SDR 35 With End Cap
- 10) S&I 5-5'x4' Stormcrete Slabs As Per Plan
- 11) S&I Approx. 3 Tons of Asphalt (2" Binder, 1 1/2" Top)
- 12) Allowance of \$2,500.00 Included In Base Bid

**TOTAL \$13,143.00**

### NOTES:

- 1) No Permits and Fees In Base Bid
- 2) Bid Does Not Include Add Alternate

Initial \_\_\_\_\_

Newmarket Police Dept Drainage Repair

**Note:** Price of bituminous concrete pavement is based on the NHDOT price of liquid asphalt. This price is Subject to sudden fluctuation which may require price adjustment per NHDOT standard specifications.

**The following items are not included in the above referenced proposal unless specifically stated in said proposal:**

- No permits, fees or bonds (including Town, City or State) tapping fees for water, sewer, etc.
- No "EPA Storm Water Program" (Federal or State) included.
- No police detail if required.
- No ledge or boulder excavation larger than one cubic yard.
- No unsuitables if encountered.
- No demolition or abatement.
- No Hazmat.
- No de-watering if necessary.
- No concrete work.
- No layout.
- No landscaping or lawn maintenance.
- No trees, shrubs, plantings, etc.
- No warranty on seeding and/or hydroseeding if there is no irrigation system in place or proper lawn maintenance is not performed by others.
- No winter conditions.
- This proposal is based upon current fuel rates, a fuel surcharge may be added for fuel related items (i.e.; plastic, transportation, asphalt, etc.) at the actual start time of project. Fuel surcharges may be added at each requisition.

All material is guaranteed to be as specified. Any alterations or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. This proposal subject to acceptance within 30 days and is void thereafter at the option of the undersigned. Terms Net 30. A finance charge of 1.50 percent per month (18.00 percent per year) will be added to accounts over 30 days past due. The purchaser agrees to pay all costs and expenses of collection including reasonable Attorney fees.

Authorized Signature: Nickolas Lupoli  
LUPOLI EXCAVATORS, L.L.C.

---

#### ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as agreed.

ACCEPTED:

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

---

Newmarket Police Dept Drainage Repair

# LUPOLI EXCAVATORS, L.L.C.

56 Lafayette Road North Hampton, NH 03882 -2405  
Phone 603-964-1949 Fax 603-964-4740  
E-Mail: [lupolixcavators@aol.com](mailto:lupolixcavators@aol.com)

## PROPOSAL

Page 1 of 2

PROPOSAL SUBMITTED TO: Greg Marles

DATE: May 14, 2018

NAME: Town Of Newmarket

EMAIL: [GMarles@Newmarketnh.com](mailto:GMarles@Newmarketnh.com)

STREET: 186 Main Street

JOB NAME: Police Department Parking Lot Pavement

CITY: Newmarket

STREET: 70 Exeter Road

STATE: NH

CITY: Newmarket

We hereby submit the following quotation on the above referenced project:

### PAVEMENT

- 1) R&D of approx. 30 CY of asphalt
- 2) S&I approx. 12 CY of crushed gravel under pavement
- 3) S&I approx. 43 tons of asphalt (2" binder 1 1/2" top)
- 4) Crack seal & seal coat as per plan
- 5) Restripe as per plan

**TOTAL \$15,540.00**

### NOTES:

- 1) No Permits and Fees In Base Bid

Initial \_\_\_\_\_

Page 2 of 2

Newmarket Police Dept Pavement

**Note:** Price of bituminous concrete pavement is based on the NHDOT price of liquid asphalt. This price is Subject to sudden fluctuation which may require price adjustment per NHDOT standard specifications.

**The following items are not included in the above referenced proposal unless specifically stated in said proposal:**

- No permits, fees or bonds (including Town, City or State) tapping fees for water, sewer, etc.
- No "EPA Storm Water Program" (Federal or State) included.
- No police detail if required.
- No ledge or boulder excavation larger than one cubic yard.
- No unsuitables if encountered.
- No demolition or abatement.
- No Hazmat.
- No de-Watering if necessary.
- No concrete work.
- No layout.
- No landscaping or lawn maintenance.
- No trees, shrubs, plantings, etc.
- No warranty on seeding and/or hydroseeding if there is no irrigation system in place or proper lawn maintenance is not performed by others.
- No Winter conditions.
- This proposal is based upon current fuel rates, a fuel surcharge may be added for fuel related items (i.e.; plastic, transportation, asphalt, etc.) at the actual start time of project. Fuel surcharges may be added at each requisition.

All material is guaranteed to be as specified. *Any alterations or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate.* All agreements are contingent upon strikes, accidents or delays beyond our control. This proposal subject to acceptance within 30 days and is void thereafter at the option of the undersigned. Terms Net 30. A finance charge of 1.50 percent per month (18.00 percent per year) will be added to accounts over 30 days past due. The purchaser agrees to pay all costs and expenses of collection including reasonable Attorney fees.

Authorized Signature: Nickolas Lupoli  
LUPOLI EXCAVATORS, L.L.C.

---

#### ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as agreed.

ACCEPTED:

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

---



# Proposal Submission Form Town of Newmarket

## "Police Department Parking Lot Drainage Repairs"

Base Proposal Cost submission: \$13,143.00

Alternate cost Proposal: 11/8

Bidder: Lupoli Excavators LLC (Corporation, Firm or Company)

By: Nathan Lupoli (Officer, Authorized Individual or Owner)  
Print

Name 

Title: Project Manager

Mailing Address: 56 Lafayette Road  
North Hampton, NH

Zip Code: 03862

DATE: May 8, 2018

Telephone: 964-1949 Fax: 964-4740

E-Mail: lupolixcavators@aol.com

Does the ownership or stock holders have relatives currently employed by the Town of Newmarket or the Newmarket School District?

Yes ☐ No ☒ If yes: please indicate the relationship \_\_\_\_\_

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.

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

# Proposal Submission Form

## Town of Newmarket

### "Police Department Parking Lot Drainage Repairs"

Base Proposal Cost submission: \$17,890.00

Alternate cost Proposal: \$16,705.00

Sections of the parking area require patching not crack sealing and require cutting out and replacement

Bidder: Stormwater Compliance LLC (Corporation, Firm or Company)

By: Gregg Novick (Officer, Authorized Individual or Owner)  
Print

Name: Gregg Novick

Title: President

Mailing Address:

163 Thadeus Street, South Portland, Maine

Zip Code: 04106

DATE: May 8, 2018

Telephone: 1-877-271-9055 Fax same

E-Mail: gnovick@stormwatercomp.com

Does the ownership or stock holders have relatives currently employed by the Town of Newmarket or the Newmarket School District?

Yes ☐ No ☒ XXX If yes: please indicate the relationship \_\_\_\_\_

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.

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

# Proposal Submission Form Town of Newmarket

## "Police Department Parking Lot Drainage Repairs"

Base Proposal Cost submission: \$15,425.00

Alternate cost Proposal: \$5465.00

Bidder: SK McDonald Company LLC (Corporation, Firm or Company)

By: [Signature] (Officer, Authorized Individual or Owner)  
Print

Name: Sean McDonald

Title: member

Mailing Address: 57 Old Guilmanston Rd  
Conterbury NH 03224

Zip Code: 03224

DATE: 5/9/10

Telephone: 234-5889 Fax: \_\_\_\_\_

E-Mail: Sean@skmcdonaldcompany.com

Does the ownership or stock holders have relatives currently employed by the Town of Newmarket or the Newmarket School District?

Yes \_\_\_\_\_ No X If yes: please indicate the relationship \_\_\_\_\_

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.

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

# Proposal Submission Form

## Town of Newmarket

### "Police Department Parking Lot Drainage Repairs"

Base Proposal Cost submission: \$17,650.00

Alternate cost Proposal: \$5,935.00

Bidder: ADVANCED EXCAVATING (Corporation, Firm or Company)

By: SHARON A GELINAS (Officer, Authorized Individual or Owner)  
Print

Name: SHARON A GELINAS

Title: PRESIDENT

Mailing Address: PO BOX 581 1600 GRANITE STREET  
SUNCOCK NH

Zip Code: 03275

DATE: 5/9/18

Telephone: 485-9755 Fax: 485-5579

E-Mail: SHARONCFIDVEPINC.COM

Does the ownership or stock holders have relatives currently employed by the Town of Newmarket or the Newmarket School District?

Yes ☐ No ☒ If yes: please indicate the relationship \_\_\_\_\_

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.

By signing this submission you agree to all terms and conditions as detailed in the bid specifications. Town of Newmarket reserves the right to accept or reject any submissions.

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



Town Hall  
186 Main Street  
Newmarket, NH 03857

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

Founded December 15, 1727  
Chartered January 1, 1991

## TOWN OF NEWMARKET, NEW HAMPSHIRE

# STAFF REPORT

**DATE:** June20, 2018

**TITLE:** Resolution #2017/2018-51 - Newmarket Elementary School Resource Officer

**PREPARED BY:** Kyle True, Police Chief

**TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:**

Pursuant to the request of the Police Chief and School Board I recommend passage of this resolution. This will require a public hearing.

**BACKGROUND:**

The Town of Newmarket is seeking to accept unanticipated funds not to exceed \$88,000 from the Newmarket School District for purposes of placing a School Resource Officer at the Newmarket Elementary School. This is a result of an uptick in acts of violence within schools across the country and in particularly a high profile school shooting in Parkland, Florida.

**Process:** On May 15th, the School Board held a public informational session prior to their regularly scheduled School Board meeting seeking input from the public relative to placing a School Resource Officer at the Newmarket Elementary School.

**Results:** The School Board voted 4-1 in favor of placing a School Resource Officer at the Newmarket Elementary School.

**DISCUSSION:**

Currently, the Town through its Police Department Budget, funds a Police Officer to be assigned as an SRO at the Newmarket Jr./Sr. High School. This officer is assigned specifically at the High School as studies have shown that an active incident is more likely to occur within the High School.

Currently, the Police Department does not have the funds budgeted to assign a Police Officer to the Elementary School. It is at the request of the Newmarket School Board to place a School Resource Officer at the Elementary School and use funds within the School Departments operating budget to fund this position.

Currently, the Police Chief and Superintendent have a memorandum of understanding that outlines the current



SRO position, qualifications, duties and authority of the SRO. The SRO is an employee of the Police Department and will take direction and orders from the Police Chief. If funding is approved for this position, language would be added to the memorandum of understanding to indicate that the second SRO would also be an employee of the Police Department and would take direction and orders from the Police Chief.

**FISCAL IMPACT:**

The total cost of placing a Police Officer within the Elementary School is approximately \$87,613 per year. This cost would include salary and associated health benefits for this position. The \$87,613 would be paid to the Town of Newmarket by the Newmarket School District.

**RECOMMENDATION:**

I recommend the Town authorize the Town Administrator to accept unanticipated funds from the Newmarket School District not to exceed \$88,000.

**ATTACHMENTS:**

Description	Upload Date	Type
Request from Superintendent Nadeau	5/31/2018	Backup Material
Resolution 2017/2018-51	6/13/2018	Cover Memo

**Steve Fournier**

---

**From:** Meredith Nadeau  
**Sent:** Wednesday, May 30, 2018 12:08 PM  
**To:** Steve Fournier  
**Subject:** School resource officer

Dear Steve,

As you are aware, based on their concern for school safety and input from Chief True, the School Board voted on May 15th to pay for the provision of an additional School Resource Officer for Newmarket Elementary School. Last night, the school board confirmed its fiscal support for this position. Please let us know what you need from us to move forward with this request.

Respectfully,

Meredith

Sent from my iPad

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



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

**Resolution #2017/2018 - 51**  
**Newmarket Elementary School Resource Officer**

WHEREAS: The Newmarket School District has requested a School Resource Officer for the Newmarket Elementary School from the Newmarket Police Department; and

WHEREAS: The Newmarket School District has agreed to fund such position not to exceed \$88,000; and

WHEREAS: RSA 31-95:b requires the Town Council to accept unanticipated revenue after a public hearing.

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

The Council does hereby accept the \$88,000 for the sole purpose of a School Resource Officer.

*First Reading:* June 6, 2018

*Second Reading:* June 20, 2018

*Approval:*

Approved: \_\_\_\_\_  
Dale Pike, Chair 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:** June20, 2018

**TITLE:** Ordinance No. 4 2017/2018 -An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, New Hampshire; Making Central Street Traffic Two-Way

**PREPARED BY:** Stephen Fourniel; Town Administrator

**TOWN ADMINISTRATOR'S COMMENTS-RECOMMENDATION:**

I recommend passage of this ordinance.

**BACKGROUND:**

Central Street has been a one-way street for a number of years, with traffic only being able to go east. The Do Not Enter sign is about 10 to 20 yards up the street, so cars are constantly going the wrong way on the street.

**DISCUSSION:**

The Highway Safety Committee met on May 22 to review changing Central Street to one-way going west. At that time, the Director of Public Works indicated that Central Street is 20 feet wide, which is standard for two-way traffic. This would actually improve the flow of traffic and slow cars in the area. The Highway Safety Committee unanimously recommends to the Council making Central Street two-way effective July 1 and after notification is made to the residents on the street.

**FISCAL IMPACT:**

Minimal with new signage.

**RECOMMENDATION:**

The Highway Safety Committee unanimously recommends to the Council making Central Street two-way effective July 1 and after notification is made to the residents on the street.

**ATTACHMENTS:**

Description	Upload Date	Type
Ordinance No 4 2017/2018	6/13/2018	Cover Memo

ORDINANCE NO. 04-2017/2018

AN ORDINANCE AMENDING CHAPTER 30 OF THE CODE OF THE TOWN OF  
NEWMARKET, NEW HAMPSHIRE; MAKING CENTRAL STREET TRAFFIC  
TWO WAY

THE TOWN OF NEWMARKET ORDAINS:

1. Purpose

The purpose of this ordinance is to allow two way traffic on Central Street.

2. Amendment

Chapter 30 is hereby amended by adding the following article: [Editor's Note: Deleted Items are struck through; Items added are ***bold italicized and underlined.***]

ARTICLE II. -STOPPING, STANDING AND PARKING

Sec. 30-3. – One-way Traffic

No person operating any motor vehicle on any public way within the town shall drive in a direction contrary to posted signs prohibiting such direction. The state department of transportation or the town department of public works may erect such signs. Such signs shall meet the specifications as determined by the state department of transportation and laws of the state. The following local public ways are designated for one-way traffic:

- (1) ~~Central Street (easterly from Spring Street to Main Street).~~
- (2) Creighton Street (easterly from Main Street to Prescott Street).
- (3) Short Street (westerly from Prescott Street to Exeter Street).
- (4) Ham Street (easterly from Bay Road to Lamprey Street).
- (5) Church Street (from the intersection of Granite Street in an easterly direction to the intersection of Rock Street).
- (6) Cedar Street (from the intersection of Elm Street to the intersection of Cedar Street in a northerly direction).
- (7) Beech Street (from the intersection of Elm Street to the intersection of Cedar Street in a northerly direction).
- (8) Salmon Street (from the intersection of Beech Street to the intersection of Piscassic Street in a westerly direction).



(9) Piscassic Street (from the intersection of Salmon Street to the intersection of Cedar Street in an easterly direction).

**3. Takes Effect**

This ordinance shall take effect July 1, 2018 and publication of notice as required by RSA 47:18

First Reading June 6, 2018

Second Reading/Public Hearing June 20, 2018

Final Action by Council

Approved:

\_\_\_\_\_  
Dale Pike, Chair Newmarket 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:** June20, 2018

**TITLE:** Ordinance No. 5 2017/2018 - An Ordinance Amending Chapter 30 of the Code of The Town of Newmarket, New Hampshire; Making Church Street Traffic One-Way (Westerly)

**PREPARED BY:** Stephen Fournier, Town Administrator

**TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:**

I recommend the adoption of this ordinance.

**BACKGROUND:**

We received a request from the owner of the Stone Church to change the one-way traffic flow on Church Street from easterly to westerly. This would allow vehicles to get to the Stone Church and other buildings on the hill by going up the hill from Main Street.

**DISCUSSION:**

The Highway Safety Committee met on May 22, 2018 and reviewed the request. It was determined that there is no safety issues with switching the flow of traffic to go up the hill. Instead this would reduce the number of cars that go up Church Street and either continue on illegally or turn around and head back down. This would also provide easier access to the Stone Church and Historical Society Museum, by allowing for signage on Main Street directing people up the hill.

**FISCAL IMPACT:**

Minimal with sign replacement. The Town may want to consider way finding signs to point this area out in the future.

**RECOMMENDATION:**

The Highway Safety Committee unanimously recommends to the Council making Church Street one-way westerly effective July 1 and after notification is made to the residents on the street.

**ATTACHMENTS:**

Description	Upload Date	Type
Ordinance No 5 2017/2018	6/13/2018	Cover Memo

ORDINANCE NO. 05-2017/2018

AN ORDINANCE AMENDING CHAPTER 30 OF THE CODE OF THE TOWN  
OF NEWMARKET, NEW HAMPSHIRE; MAKING CHURCH STREET  
TRAFFIC ONE-WAY (WESTERLY)

THE TOWN OF NEWMARKET ORDAINS:

1. **Purpose**

The purpose of this ordinance is to regulate one-way traffic on Church Street to a westerly direction.

2. **Amendment**

Chapter 30 is hereby amended by adding the following article: [Editor's Note: Deleted Items are struck-through; Items added are ***bold italicized and underlined.***]

**ARTICLE II. - STOPPING, STANDING AND PARKING**

**Sec. 30-3. – One-way Traffic**

No person operating any motor vehicle on any public way within the town shall drive in a direction contrary to posted signs prohibiting such direction. The state department of transportation or the town department of public works may erect such signs. Such signs shall meet the specifications as determined by the state department of transportation and laws of the state. The following local public ways are designated for one-way traffic:

- (1) Central Street (easterly ~~from~~ Spring Street to Main Street).
- (2) Creighton Street (easterly ~~from~~ Main Street to Prescott Street).
- (3) Short Street (westerly ~~from~~ Prescott Street to Exeter Street).
- (4) Ham Street (easterly ~~from~~ Bay Road to Lamprey Street).
- (5) Church Street (~~from the intersection of Granite Street in an easterly direction to the intersection of Rock Street~~ ***from the curve in the street at approximately 5 Church Street in a westerly direction to the intersection with Granite Street.***)
- (6) Cedar Street (~~from the intersection of Elm Street to the intersection of Cedar Street in a northerly direction.~~)
- (7) Beech Street (~~from the intersection of Elm Street to the intersection of Cedar Street in a northerly direction.~~)

(8) Salmon Street (from the intersection of Beech Street to the intersection of Piscassic Street in a westerly direction).

(9) Piscassic Street (from the intersection of Salmon Street to the intersection of Cedar Street in an easterly direction).

**3. Takes Effect**

This ordinance shall take effect July 1, 2018 and publication of notice as required by RSA 47:18

First Reading June 6, 2018

Second Reading/Public Hearing June 20, 2018

Final Action by Council

Approved:

\_\_\_\_\_  
Dale Pike, Chair Newmarket Council

A True Copy Attest:

\_\_\_\_\_  
Terri Littlefield, Town Clerk

## Steve Fournier

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**From:** Mike Hoffman  
**Sent:** Thursday, May 3, 2018 2:06 PM  
**To:** Steve Fournier  
**Subject:** Fwd: Highway Safety Committee Meeting Re: Church Street



Hey Steve

We are following up on our request to evaluate the one way traffic flow on Church Street. We are hopeful we might be able to schedule a meeting soon to discuss the merits of changing the current traffic pattern for both safety and ease of transportation reasons.

The original basis for this initiative is that the State of New Hampshire DOT has denied The Stone Church's request for a 'Tourist Oriented Directional Sign' (aka Blue Sign). We had applied for a Blue Sign to be located on Route 108 in Durham in the area known as 'Gasoline Alley.' The blue sign was denied because the NHDOT felt the Stone Church was 'too hard to find' after one would be directed to Newmarket. They indicated 'trailblazing' signs would be needed at Main and Chapel as well as Chapel and Granite. Hearing that our business was 'too hard to find' to be permitted to have a directional sign installed was a bit of a punch to the gut.

In reviewing the conditions the NHDOT brought to light, we began to take a critical look at the current traffic pattern leading to The Stone Church. We found a number of traffic safety concerns that would support changing the direction of the one-way traffic segment of Church Street. They are as follows:

1. Traffic coming to The Stone Church from the north currently most either pass numerous residential units via Elm, Spring and Chapel Streets (a concern of the affected residents in the past) or travel up Chapel Street to take left onto Granite with very limited on-coming traffic sight distance.
2. Traffic coming from the south most logically travels up Gerry Ave, to Main, to South and up the steep and narrow section of Granite. This is relatively easy for locals, but quite convoluted for those unfamiliar with Newmarket.
3. The current one-way pattern on Church Street down the hill increases the vehicle trips exiting Church Street where sight distance is quite limited. While accident data may be somewhat limited, we did witness one rear-end style accident when a car stopped on Main Street and the second car did not stop in time.

this concern has been exasperated in recent months, as some motorist are using this as a cut through to avoid the 152/108 stop sign. Some do this at a good rate of speed around the sharp corner.

We encourage members of the of the Traffic Safety Committee to drive these routes to witness first hand the existing conditions.



We look forward to attending this meeting.

Sincerely,

Mike Hoffman

The Stone Church Music Club  
[Mike@StoneChurchRocks.com](mailto:Mike@StoneChurchRocks.com)  
603-659-7700  
[stonechurchrocks.com](http://stonechurchrocks.com)

