



TOWN OF NEWMARKET, NEW HAMPSHIRE

The meeting will be conducted in the Town Hall Auditorium and is available via Zoom. You may join Zoom Meeting <https://zoom.us/j/9117025727> Meeting ID: 911 702 5727, +1 646 558 8656. If you have difficulty connecting, please call 603-659-3617 Ext, 1321.

**Wednesday, January 20, 2021, 7:00 PM
Town Hall Auditorium and Zoom**

- 1. Pledge of Allegiance**
- 2. Public Forum**
- 3. Town Council to Consider Acceptance of Minutes**
 - a. January 6, 2021**
- 4. Report of the Town Manager**
 - a. Town Manager's Report**
 - b. Department Reports - December 2020**
- 5. Committee Reports**
- 6. Old Business**
 - a. Resolutions/Ordinances in the 2nd Reading**
 - i. Resolution #2020/2021-25 - Audit Services***

Accept a Motion to Approve Resolution #2020/2021-25 Audit Services.
 - ii. Resolution #2020/2021-26 - Splash Pad & Restroom Facility installation and build on Leo Landroche Field***

Accept a Motion to Approve Resolution #2020/2021-26 Splash Pad & Restroom Facility Installation on Leo Landroche Field.
- 7. New Business/Correspondence**
 - a. Town Council to Consider Nominations, Appointments and Elections**
 - i. Stephen Lyons - Parking Commission Resident Member - Term Expiration December 2023***

Accept a Motion to Appoint Stephen Lyons to the Parking Commission with a

term expiration of December 2023.

ii. **Al Zink - ZBA Member - Term Expiration - April 2022**

Accept a Motion to Appoint Al Zink as a Full Member to the Zoning Board of Adjustment with a term expiration of April 2022.

b. Resolutions/Ordinances in the 1st Reading

i. **Resolution #2020/2021-28 - Salmon Street Pumping Station Generator Replacement**

ii. **Resolution #2020/2021-29 - 77 Hersey Lane Road 320' Road Upgrade to Class V**

iii. **Resolution #2020/2021-30 - Enter into Lease Agreement Multi-purpose Copiers**

c. Closing Comments by Town Councilors

d. Next Council Meeting

i. **February 3, 2021**

8. Adjournment

Visitor Orientation to the Town Council Meeting

Welcome to this evening's Council meeting. Please note that the purpose of the meeting is for the Council to accomplish its work within a qualitative time frame. Meetings are open to the public, but public participation is limited. If you wish to be heard by the Council, please note the "Public Forum" at the beginning of the meeting to speak to items on a meeting agenda and/or matters pertaining to the business of the Council. In addition, public hearings may be scheduled for public comment on specific matters.

Speakers must be residents of the Town of Newmarket, property owners in the Town of Newmarket, and/or designated representatives of recognized civic organizations or businesses located in the Town of Newmarket. When they are at the podium, speakers first need to recite their name and address for the record. Visitors should address their comments to the presiding officer and the Council as a body and not to any individual member.

Each speaker shall be provided a single opportunity for comment, limited to three (3) minutes. Public forum shall be limited to fifteen (15) minutes. Visitors should not expect a response to their comments or questions since the Council may not have discussed or taken a position on a matter. Public Forum is not a two-way dialogue between speaker(s), Councilors, and/or the Town Manager. The Chair will preserve strict order and decorum at all Town Council meetings. Outbursts from the public are not permitted.



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

ATTACHMENTS:

Description	Upload Date	Type
January 6, 2021 Meeting Minutes	1/13/2021	Cover Memo

TOWN OF NEWMARKET, NEW HAMPSHIRE

TOWN COUNCIL REGULAR MEETING

January 6, 2021 7:00 PM

Town Hall Auditorium and Zoom

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Councilors Present: Council Chair Toni Weinstien and Zachary Dumont. Present Virtually: Council Vice Chair Amy Burns, Councilor Helen Sanders, Councilor Jon Kiper, Councilor Megan Brabec and Councilor Scott Blackstone.

Others Present: Town Manager Stephen Fournier and Wendy Chase Recording Secretary

Chair Weinstein convened the meeting at 7:00PM followed by the Pledge of Allegiance.

Town Manager Fournier read the meeting access preamble.

DRAFT MINUTES

MINUTES

PUBLIC FORUM

Chair Weinstein opened the public forum at 7:04PM.

Chair Weinstein closed the public forum at 7:05PM without public comment.

PUBLIC HEARING

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

December 16, 2020 Meeting Minutes

Councilor Burns made a motion to Approve *the December 16, 2020 Meeting Minutes*, which was seconded by Councilor Dumont.

Motion was Passed by a vote of 7-0-0.

REPORT OF THE TOWN MANAGER

Town Manager's Report

Town Manager Fournier reported on the following:

- COVID-19 - As of January 5th there are 36 active cases and 279 cumulative cases; of the 279 cases, 37 are associated with an institutional (senior care) setting. Many first responders and emergency response team have received their first inoculation of the vaccine. The Town Manager asks residents not to call the town hall, but instead call their healthcare provider for vaccine information.
- Deliberative Session/Optional Town Meeting - The Council will hold two virtual meetings to inform the voters about the proposed optional meeting procedures. After the first meeting voters have the opportunity to comment on the articles by Email: townmeeting@newmarketnh.gov; Mail: Town Meeting Comments, 186 Main Street, Newmarket, NH 03857; Phone: (603)659-3617 extension 1301; Drop off comments at Town Hall in the dropbox on the Church side of the building. All comments must include your name and address and be submitted by February 2nd at noon. The Council will review all comments at the second meeting on February 2nd and deliberate any changes suggested by the comments. The Town will hold its regular municipal election on March 9th at the Town Hall from 7AM to 7PM. Those not feeling safe should request an absentee ballot as soon as possible. Town Clerk's phone: 603-659-3717 extension 4070. After the election of officers and bond issue, the first question will be to see if the voters approve of the optional town meeting procedures. If this question is not passed, all questions will not pass except for the election of officers. Manager Fournier has been working with the Superintendent of School to have a comment process for both. A mailer will be sent to all registered voters.
- New Road Bond - There will be a virtual special town council public hearing on January 19 at 7PM for the New Road Bond. The public hearing pursuant to RSA 33:8-a is to discuss the issuance of a bond or note in the amount not to exceed \$1,000,000 for the purpose of upgrading the stormwater system on New Road.
- Facilities Director Position - The first rounds of interviews have been conducted.
- Great Bay Half Marathon - Manager Fournier has been working with Loco Sports to begin the return of the Great Bay Half Marathon and 5K road race this April.

COMMITTEE REPORTS

Councilor Dumont reported that the Budget Committee met on January 4th and they passed the School Budget.

Chair Weinstein said the Energy and Environment Committee met on January 5th and they are working on the Resolution suggesting the Town Council commit to renewable sources of energy by 2030. It will be presented to the Town Council within the next month or so.

OLD BUSINESS

RESOLUTIONS/ORDINANCES IN THE 2ND READING

Resolution #2020/2021-20 - Elderly Exemption Increase

Councilor Burns made a motion to Approve *Resolution #2020/2021-20 - Elderly Exemption and Asset Limit Increase*, which was seconded by Councilor Dumont.

Town Manager Fournier explained the recommended increases to the tax exemption and asset limit amounts. He said that the current income limit is comparable with surrounding communities and does not recommend changes to that.

The exemption amounts recommended increase by \$25,000 off the total assessment and the Asset Limits increase from \$150,000 to \$175,000.

Motion was Passed by a vote of 7-0-0.

Resolution #2020/2021-23 - FY2022 Default Budget

Councilor Burns made a motion to Approve *Resolution #2020/2021-23 FY2022 Default Budget*, which was seconded by Councilor Dumont.

Town Manager Fournier said that pursuant to state law, the Town Council has to provide a default budget in case the proposed budget does not pass at the town meeting. The default budget reduces the proposed budget by \$236,852.

Motion was Passed by a vote of 7-0-0.

RESOLUTIONS/ORDINANCES IN THE 3RD READING

ITEMS LAID ON THE TABLE

NEW BUSINESS/CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

Warren Basch - Parking Committee - Term Expiration December 2023

Councilor Burns made a motion to Approve *the Appointment of Warren Basch to the Parking Commission with a term expiration of December 2023*, which was seconded by Councilor Dumont.

Motion was Passed by a vote of 7-0-0.

William Barr - Parking Committee - Term Expiration December 2023

Councilor Burns made a motion to Approve *the Appointment of William Barr to the Parking Commission with a term expiration of December 2023*, which was seconded by Councilor Dumont.

Motion was Passed by a vote of 7-0-0.

Melissa Brogle - Conservation Commission Alternate Position - Term Expiration - April 2023

Councilor Burns made a motion to Approve *the Appointment of Melissa Brogle as an Alternate Member to the Conservation Commission with a term expiration of April 2023*, which was seconded by Councilor Dumont.

Melissa Brogle was in attendance via Zoom and introduced herself and explained that she has lived in Newmarket for seven years and decided applying for an alternate position to the Conservation Commission would be a good way to get involved.

Chair Weinstein thanked her for her interest.

Motion was Passed by a vote of 7-0-0.

Resolutions/Ordinances in the 1st Reading

Resolution #2020/2021-25 - Audit Services

Chair Weinstein read Resolution #2020/2021-25 - Audit Services into the record.

Resolution #2020/2021-26 - Splash Pad & Restroom Facility installation and build on Leo Landroche Field

Chair Weinstein read Resolution #2020/2021-26 - Splash Pad and Restroom Facilities at the Leo Landroche athletic fields into the record.

Resolution #2020/2021-27 - Approve Optional Town Meeting Guidelines

Councilor Burns made a motion to Approve *Suspending the Rules to act on Resolution 2020/2021-27 to Approve Optional Town Meeting Guidelines*, which was seconded by Councilor Dumont.

Motion was Passed by a vote of 7-0-0.

Councilor Burns made a motion to Approve *Resolution #2020/2021-27 Approve Optional Town Meeting Guidelines*, which was seconded by Councilor Dumont.

Town Manager Fournier explained that for the safety of the residents he recommends the Council approves the Optional Town Meeting Guidelines Resolution. There is a surge in Covid case numbers and the Town must be prepared in case a large crowd wishes to attend the Deliberative Session. He also explained that the Department of Revenue did not give an opinion on the matter and the Town's Attorney is working with the Bond Counsel to get them to agree with this recommendation.

Chair Weinstein asked if any other municipality is taking this route. Town Manager Fournier said that North Conway did for their 2020 town election but had a full drive-thru voting in place. He said that we will hold the election in the auditorium at the Town Hall, but will also offer drive-thru voting per the guidelines and will reserve parking spaces for that purpose.

Motion was Passed by a vote of 7-0-0.

CORRESPONDENCE TO THE TOWN COUNCIL

Planning Board 12/22/2020 Letter - re: Impact Fees

Town Manager Fournier read a letter from the Planning Board to the Town Council regarding a change to the Zoning Ordinances to rescind water and sewer impact fees.

The Planning Board is holding a Public Hearing on the subject in January and will present a new ordinance and recommendation to rescind the current ordinance to the Town Council soon after that.

CLOSING COMMENTS BY TOWN COUNCILORS

Councilor Kiper commented that he is excited for the Recreation Department with the Splash Pad coming into fruition.

Chair Weinstein reminded everyone that the filing period for candidacy begins January 20, 2021, and ends Friday, January 29, 2021. The Town Clerk is open on that Friday from 3PM-5PM. The open positions are as follows:

Town Council: two 3-year terms and two 2-year terms

Budget Committee: three 3-year terms; two 2-year terms and one 1-year term

Planning Board: two 3-year terms

Town Clerk/Tax Collector: one 3-year term

Trustees of the Trust Funds: one 3-year term

NEXT COUNCIL MEETING

Public Hearing January 19, 2021; Regular Meeting January 20, 2021

ADJOURNMENT

Chair Weinstein adjourned the Meeting at 7:58PM without objection.

Respectfully submitted,
Wendy Chase, Recording Secretary



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Town Managers 1/20/2021 Report	1/15/2021	Cover Memo



TOWN OF NEWMARKET, NEW HAMPSHIRE
OFFICE of the TOWN MANAGER

REPORT OF THE TOWN MANAGER
January 20, 2021

COVID-19 Update: As of January 14, we had 28 (0.29% of population) active cases, and 312 (3.2% of population) cumulative cases. Over the last 14 days, we have had 45 new cases. 4,630 PCR tests have been issued and people have been tested or 49%. 1,940 people were tested on December 6 and 4,414 were two weeks ago.

Vaccination: Vaccinations are still being rolled out. We have begun working with our local health network to begin phase 1b with our senior citizens over the age of 75 that do not reside in congregate housing. We should have more information on that shortly.

With the second dose of the vaccine being distributed, the guidelines for quarantining have been revised. Effective last week, any individual that has received two doses of the vaccine and are 14 days out or those individuals who have had COVID-19 in the past 90 days will no longer have to quarantine if they come in close contact with someone with COVID or travel outside of New England.

Deliberative Session: I have the final warrant for the council's signature. Just a reminder that next Wednesday January 27, we will be having the first Optional Town Meeting session remotely. We will be having ours at 7PM and the School District will be having theirs at 6PM. We have sent out to every registered voter a copy of the new rules and have posted them on the Town's website and sent them out in the Town's newsletter.

Recreation Partnership: The Newmarket Recreation Department and the Newmarket School District 31 have come together to create a co-curricular education and community partnership. In doing so the partnership has helped develop new and unique free virtual and/or outdoor programs for the community of Newmarket currently being marketed under the name "The Winter Warmups!" (Note: name could change in the spring)

Each partner involved in this collaboration has contributed time, program materials, curriculum and all the tools necessary to design, market, oversee and implement a wide array of programs to positively impact this community. Throughout the duration of the programs we will continue to work together to oversee and implement new programs. The following obligations below are what each partner agreed upon when creating this sharing of resources partnership.

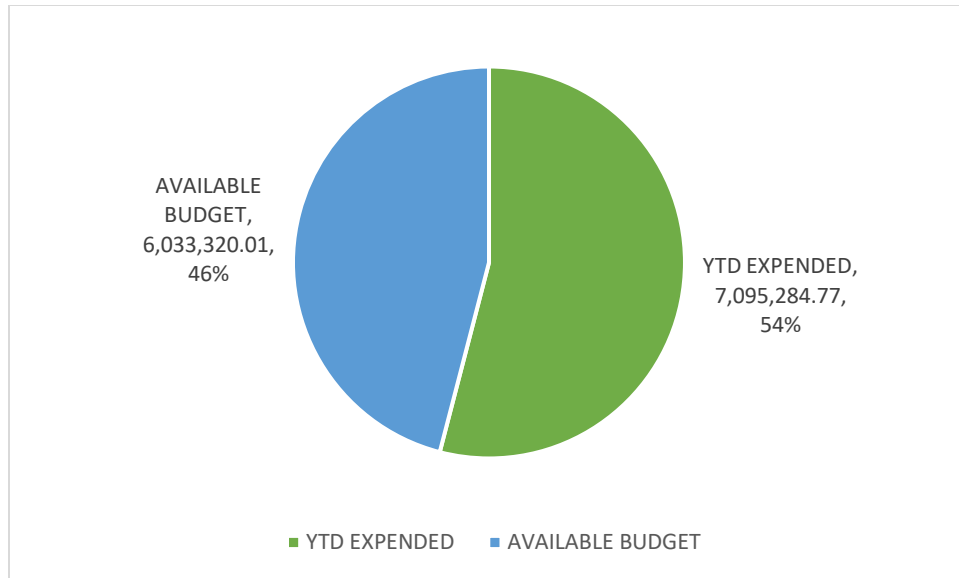
Responsibilities of the Newmarket Recreation Department:

- Develop Program Proposal Template
- Communicate with and receive program details/curriculum from program instructors
- Oversee & manage all instructors, including volunteers in accordance to the Recreation Department Policies
- Oversee all registration for Virtual Programs, including a request for monetary donations when applicable
- Develop and market all programs through various social media & basic marketing platforms
- Place an order, or when needed, shop “in person” for supplies & materials when applicable.
- Create classroom material kits for each participant when needed
- Administer Virtual Platforms to provide the program service to participants
- Manage all aspects of hosting programs, including communicating with participants, parents and instructors during the duration of the program
- Attend Student, family, community life weekly Friday meetings via Zoom or in person

Responsibilities of the Newmarket School District:

- Assist in securing instructors for the programs
- Assist in filling out and providing completed Program Proposal Templates
- Provide the budget capacity for supplies and materials to support Virtual Recreational Programming
- Understanding the amount of organization and administrative work that is involved in running a program, as well as, understanding that the Recreation Department generally charges for programs to help cover these costs, the district has agreed to subsidize and/or contract the Recreation Department for their services.
- These services include all Newmarket Recreation administrative responsibilities and any and all miscellaneous costs associated or utilized to operating these co-curricular FREE programs (see list of Newmarket Recreation responsibilities) and which was mutually agreed upon under this collaboration.
- In addition, the school has agreed to also reimburse the Recreation Department for any and all supplies materials that were purchased and/or needed to run a specific class or program.

FY21 Revenue and Expense Report: At the end of December and halfway through the year, we have expended 55% of the FY21 budget. There are no glaring issues with the budget as most of the expenses are one-time expenses at the beginning of the year.



In comparing FY21 and FY20, we have expended a lower percentage this year than in the previous year (55% versus 57%)

On the revenue side, we are approximately \$1.1M over last year. We are slightly lower for motor vehicle registrations by \$15,000 and building permits are slightly higher.

Facilities Director: We have interviewed the candidates for the Facilities Director position, and the school district is continuing to negotiate an agreement with a potential candidate.

Macallen Dam:

The water level elevation at the main spillway was approximately ± 23.7 feet and remained the same during the day.

SumCo has installed horizontal reinforcing steel for the East abutment wall and stripped the section of the gate footing concrete forms. SumCo only removed forms from the gate footing area that tied into the East abutment wall to allow them to install reinforcing steel for the East abutment wall. The remainder of the concrete forms for the gate footing will be removed at a later date. SumCo also moved construction material from the staging area adjacent to the gate structure to the lay down area on Bay Road in order to create enough room to excavate the test pit for the vault structure on Thursday 1/13/21.



Water flow over the main spillway



Gate footing area



View of the Portadam from the right abutment area



SumCo removing wood forms from around the East abutment wall

ONGOING PROJECTS

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

Respectfully Submitted,

Stephen R. Fournier
Stephen R. Fournier
Town Manager

Preliminary Revenue Report
For the Period Ended December 2020

ORG	OBJ	ACCOUNT DESCRIPTION	Fiscal Year 2021					Fiscal Year 2020				
			BUDGET	MTD REVENUES	YTD REVENUES	AVAILABLE BUDGET	PERCENT COLLECTED	BUDGET	MTD REVENUES	YTD REVENUES	AVAILABLE BUDGET	PERCENT COLLECTED
Pilot, Interest on Taxes			24,920,820.30	2,639.43	24,867,056.84	53,763.46	100%	23,639,477.66	2,934.73	23,598,795.29	40,682.37	100%
Licenses, Permits & Fees			1,900,000.00	129,878.22	934,742.80	965,257.20	49%	1,860,000.00	130,202.26	965,129.64	894,870.36	52%
From State			684,818.00	478,701.61	701,461.19	-16,643.19	102%	841,391.00	479,595.89	695,085.03	146,305.97	83%
Charges for Services			250,000.00	20,229.98	51,783.21	198,216.79	21%	153,340.00	3,248.48	51,650.61	101,689.39	34%
Misc. Rev. Includes Int. Rev.			175,000.00	30,623.58	110,133.23	64,866.77	63%	198,260.00	63,902.54	145,723.31	52,536.69	74%
Fund Balance			0.00	0.00	0.00	0.00	0%	250,000.00	250,000.00	250,000.00	0.00	100%
Total 05 RECREATION FUND			398,250.00	4,489.28	57,332.61	340,917.39	14%	310,706.00	8,864.77	120,621.78	190,084.22	39%
Total 07 SOLID WASTE FUND			276,750.00	35,888.91	188,297.64	88,452.36	68%	270,000.00	26,592.95	150,255.07	119,744.93	56%
Total 200000 Water Treatment Fund			1,090,493.00	4,586.93	679,773.51	410,719.49	62%	822,125.00	8,663.82	582,841.14	239,283.86	71%
Total 300000 Wastewater Treatment Fund			2,156,734.00	-18.21	1,096,087.06	1,060,646.94	51%	2,334,817.00	4,786.74	963,673.37	1,371,143.63	41%
TOTAL REVENUES			31,852,865.30	707,019.73	28,686,668.09	3,166,197.21	90%	30,680,116.66	978,792.18	27,523,775.24	3,156,341.42	90%

Preliminary Revenue Report
For the Period Ended December 2020

		Fiscal Year 2021						Fiscal Year 2020					
ORG	OBJ	ACCOUNT DESCRIPTION	BUDGET	MTD REVENUES	YTD REVENUES	AVAILABLE BUDGET	PERCENT COLLECTED	BUDGET	MTD REVENUES	YTD REVENUES	AVAILABLE BUDGET	PERCENT COLLECTED	
010000	41100	REAL ESTATE TAXES	24,817,345.30	0.00	24,817,345.30	0.00	100%	23,566,802.66	0.00	23,566,802.66	0.00	100%	
010000	41200	LAND USE CHANGE TAX	44,451.00	0.00	0.00	44,451.00	0%	15,000.00	0.00	12,000.00	3,000.00	80%	
010000	41500	OVERLAY	-20,000.00	0.00	-20,000.00	0.00	100%	-20,000.00	0.00	-20,000.00	0.00	100%	
010000	41850	YIELD TAXES	1,235.00	0.00	0.00	1,235.00	0%	1,500.00	0.00	65.10	1,434.90	4%	
010000	41860	PAYMENTS IN LIEU OF TAXES	18,521.00	0.00	26,257.50	-7,736.50	142%	19,175.00	0.00	27,639.13	-8,464.13	144%	
010000	41870	EXCAVATION TAX	0.00	0.00	0.00	0.00	0%	0.00	0.00	15.56	-15.56	0%	
010000	41900	INT. & PENALTIES-CURNT PROP TAX	59,268.00	1,989.73	18,095.90	41,172.10	31%	27,000.00	2,583.33	6,318.00	20,682.00	23%	
010000	41901	REDEMPTION INTEREST	0.00	649.70	25,358.14	-25,358.14	0%	30,000.00	351.40	5,952.88	24,047.12	20%	
010000	41902	INTEREST & PENALTIES ON OTH TAX	0.00	0.00	0.00	0.00	0%	0.00	0.00	1.96	-1.96	0%	
Pilot, Interest on Taxes			24,920,820.30	2,639.43	24,867,056.84	53,763.46	100%	23,639,477.66	2,934.73	23,598,795.29	40,682.37	100%	
010000	42200	MV PERMIT, CLERK & TRANSFER FEE	1,596,000.00	123,019.00	801,155.00	794,845.00	50%	1,525,000.00	123,662.66	816,658.79	708,341.21	54%	
010000	42207	MV MAIL-IN FEES	0.00	561.00	3,936.00	-3,936.00	0%	0.00	586.00	3,973.00	-3,973.00	0%	
010000	42214	MOTOR VEHICLE STICKERS	0.00	2,109.00	15,594.00	-15,594.00	0%	26,000.00	2,202.00	15,699.00	10,301.00	60%	
010000	42221	MV TITLE FEES	0.00	258.00	2,124.00	-2,124.00	0%	3,000.00	252.00	2,200.00	800.00	73%	
010000	42250	BOAT REGISTRATIONS	0.00	256.72	1,417.20	-1,417.20	0%	3,000.00	288.60	1,789.32	1,210.68	60%	
010000	42260	DOG LICENSES	0.00	18.00	1,703.50	-1,703.50	0%	0.00	5.00	1,249.00	-1,249.00	0%	
010000	42270	FISH & GAME	0.00	48.00	100.00	-100.00	0%	0.00	266.00	30.00	-30.00	0%	
010000	42300	BUILDING PERMITS	57,000.00	2,783.00	20,912.00	36,088.00	37%	66,000.00	2,385.00	32,997.00	33,003.00	50%	
010000	42900	MISC LICENSES, PERMITS & Fees	19,760.00	0.00	0.00	19,760.00	0%	50,300.00	0.00	8.00	50,292.00	0%	
010000	42907	FRANCHISE RENEWAL AGREEMENT	227,240.00	0.00	82,427.60	144,812.40	36%	185,000.00	0.00	85,626.53	99,373.47	46%	
010000	44101	VITAL STATISTICS	0.00	825.50	4,043.50	-4,043.50	0%	1,700.00	555.00	0.00	-2,039.00	220%	
010000	44201	UCC'S	0.00	0.00	1,320.00	-1,320.00	0%	0.00	0.00	1,140.00	-1,140.00	0%	
010000	44401	FINGER PRINTS RECEIPTS	0.00	0.00	10.00	-10.00	0%	0.00	0.00	20.00	-20.00	0%	
Licenses, Permits & Fees			1,900,000.00	129,878.22	934,742.80	965,257.20	49%	1,860,000.00	130,202.26	965,129.64	894,870.36	52%	
010000	43520	MEALS AND ROOM TAX DISTRIBUTN	424,587.00	478,701.61	478,701.61	-54,114.61	113%	472,792.00	479,595.89	479,595.89	-6,803.89	101%	
010000	43525	MUNICIPAL AID	0.00	0.00	114,113.60	-114,113.60	0%	104,204.00	0.00	100,953.33	3,250.67	97%	
010000	43530	HIGHWAY BLOCK GRANT	239,686.00	0.00	107,711.86	131,974.14	45%	263,664.00	0.00	113,803.82	149,860.18	43%	
010000	43590	RAILROAD TAX	400.00	0.00	934.12	-534.12	234%	731.00	0.00	731.99	-0.99	100%	
010000	43790	MISC. GRANTS	20,145.00	0.00	0.00	20,145.00	0%	0.00	0.00	0.00	0.00	0%	
From State			684,818.00	478,701.61	701,461.19	-16,643.19	102%	841,391.00	479,595.89	695,085.03	146,305.97	83%	
010000	42928	POLICE SEX OFFENDER RECEIPTS	0.00	0.00	0.00	0.00	0%	50.00	0.00	0.00	50.00	0%	
010000	42930	PLANNING/ZONING RECEIPTS	2,767.00	170.00	2,286.00	481.00	83%	2,000.00	205.00	3,750.80	-1,750.80	188%	
010000	44300	COPIER REVENUE	0.00	0.00	0.00	0.00	0%	0.00	0.00	31.00	-31.00	0%	
010000	44402	POLICE REPORT FEES	1,660.00	60.00	450.00	1,210.00	27%	1,200.00	30.00	630.00	570.00	53%	
010000	44403	COURT RECEIPTS	2,075.00	0.00	100.00	1,975.00	5%	1,500.00	0.00	250.20	1,249.80	17%	
010000	44404	PARKING TICKETS	0.00	1,025.00	6,255.00	-6,255.00	0%	0.00	690.00	4,780.00	-4,780.00	0%	
010000	44405	PARKING PERMITS	8,301.00	715.00	4,563.34	3,737.66	55%	5,000.00	1,346.00	7,066.00	-2,066.00	141%	
010000	44414	PARKING COURT FEES	0.00	0.00	0.00	0.00	0%	0.00	30.00	30.00	-30.00	0%	
010000	44500	AMBULANCE RECEIPTS	228,279.00	18,184.98	37,305.87	190,973.13	16%	138,590.00	922.48	33,201.11	105,388.89	24%	
010000	44600	FIRE DEPARTMENT RECEIPTS	6,918.00	75.00	475.00	6,443.00	7%	5,000.00	25.00	650.00	4,350.00	13%	
010000	44601	FIRE DEPT. X-DETAIL RECEIPTS	0.00	0.00	348.00	-348.00	0%	0.00	0.00	1,261.50	-1,261.50	0%	
Charges for Services			250,000.00	20,229.98	51,783.21	198,216.79	21%	153,340.00	3,248.48	51,650.61	101,689.39	34%	
010000	44800	RECREATION FACILITY RENTAL	0.00	0.00	0.00	0.00	0%	0.00	125.00	850.00	-850.00	0%	
010000	44801	SUNRISE SUNSET REVENUE	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0.00	0%	
010000	44803	HOUSING AUTHORITY	0.00	0.00	0.00	0.00	0%	0.00	0.00	286.34	-286.34	0%	
010000	44805	SCHOOL DEPARTMENT	155,000.00	25,499.78	35,205.28	119,794.72	23%	178,260.00	44,703.29	88,729.67	89,530.33	50%	
010000	44900	MISC. RECEIPTS	0.00	81.55	32,671.01	-32,671.01	0%	0.00	15,298.52	17,075.49	-17,075.49	0%	
010000	45100	SALE OF MUNICIPAL PROPERTY	0.00	0.00	11,430.00	-11,430.00	0%	0.00	0.00	0.00	0.00	0%	
010000	45101	RENT OF MUNICIPAL PROPERTY	0.00	1,790.60	9,510.28	-9,510.28	0%	0.00	284.62	4,374.48	-4,374.48	0%	
010000	45200	INTEREST ON INVESTMENTS	20,000.00	3,251.65	18,516.16	1,483.84	93%	20,000.00	3,491.11	31,570.33	-11,570.33	158%	
010000	45300	POLICE - DOG ORDINANCE FINES	0.00	0.00	2,778.50	-2,778.50	0%	0.00	0.00	2,833.00	-2,833.00	0%	
010000	45800	TC/TC OVER AND UNDER	0.00	0.00	22.00	-22.00	0%	0.00	0.00	4.00	-4.00	0%	
Misc. Rev. Includes Int. Rev.			175,000.00	30,623.58	110,133.23	64,866.77	63%	198,260.00	63,902.54	145,723.31	52,536.69	74%	
010000	49900	FUND BALANCE OFFSET TAX	0.00	0.00	0.00	0.00	0%	250,000.00	250,000.00	250,000.00	0.00	100%	
Fund Balance			0.00	0.00	0.00	0.00	0%	250,000.00	250,000.00	250,000.00	0.00	100%	
050000	44502	REC - ADVERTISING RECEIPTS	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0.00	0%	
050000	44550	RECREATION - REVENUE	398,250.00	4,189.00	55,782.30	342,467.70	14%	310,706.00	7,784.00	109,547.42	201,158.58	35%	
050000	44800	RECREATION- REC RENTAL REV	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0.00	0%	
050000	45200	RECREATION - INTEREST	0.00	217.28	1,141.55	-1,141.55	0%	0.00	708.77	2,965.21	-2,965.21	0%	
050000	49151	RECREATION -TRANS FROM GEN FND	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0.00	0%	
050501	44802	RECREATION - LIGHT USAGE	0.00	0.00	0.00	0.00	0%	0.00	0.00	1,714.65	-1,714.65	0%	
050502	44801	REC-SUNRISE SUNSET REVENUE	0.00	83.00	401.56	-401.56	0%	0.00	372.00	6,394.50	-6,394.50	0%	
050502	44806	EMERGENCY SUPPLIES REIMB.	0.00	0.00	7.20	-7.20	0%	0.00	0.00	0.00	0.00	0%	
050503	44501	RECREATION - BUS USAGE	0.00	0.00	0.00	0.00	0%	0.00	0.00	0.00	0.00	0%	
Total 05 RECREATION FUND			398,250.00	4,489.28	57,332.61	340,917.39	14%	310,706.00	8,864.77	120,621.78	190,084.22	39%	
070000	44700	SW - LANDFILL RECEIPTS	276,750.00	6,089.00	58,038.60	218,711.40	21%	270,000.00	4,565.36	43,378.02	226,621.98	16%	
070000	44701	SW - GARBAGE BAGS	0.00	25,398.75	114,290.85	-114,290.85	0%	0.00	18,881.55	101,419.40	-101,419.40	0%	
070000	44702	SW - RECYCLING BINS	0.00	140.00	1,040.00	-1,040.00	0%	0.00	100.00	830.00	-830.00	0%	
070000	44703	SW - UNITED TECHNOLOGIES	0.00	900.39	1,296.76	-1,296.76	0%	0.00	2,235.45	3,229.53	-3,229.53	0%	
070000	44704	SW-NEWFIELDS RECYCLING	0.00	1,000.00	9,145.00	-9,145.00	0%	0.00	0.00	0.00	0.00	0%	
070000	44900	SW - UNANTIC FUNDS HAZ. WAS	0.00	2,030.12	2,702.63	-2,702.63	0%	0.00	0.00	0.00	0.00	0%	
070000	45200	SW - INTEREST	0.00	330.65	1,783.80	-1,783.80	0%	0.00	810.59	1,398.12	-1,398.12	0%	
Total 07 SOLID WASTE FUND			276,750.00	35,888.91	188,297.64	88,452.36	68%	270,000.00	26,592.95	150,255.07	119,744.93	56%	
200000	41100	WATER - TAX REVENUE	1,090,493.00	-1,572.18	628,456.56	462,036.44	58%	822,125.00	978.50	539,120.10	283,004.90	66%	
200000	41904	WATER - INT & PENALTY ON DELIQU	0.00	6.17	1,433.13	-1,433.13	0%	0.00	191.22	773.73	-773.73	0%	
200000	43790	WATER - STATE GRANTS	0.00	0.00	0.00	0.00	0						

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended December 2020

Fiscal Year 2021										Fiscal Year 2020						
ORG	OBJ	ACCOUNT DESCRIPTION	BUDGET	REVISED BUDGET W/PRIOR YEAR ENCUMBRANCES	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	BUDGET	REVISED BUDGET W/PRIOR YEAR ENCUMBRANCES	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Total 014131 Town Council			20,350.00	20,350.00	3,433.94	11,921.08	0.00	8,428.92	59%	19,475.00	19,475.00	3,611.93	11,664.20	0.00	7,810.80	60%
Total 014132 Town Administrator			206,010.00	206,010.00	23,242.44	109,397.06	0.00	96,612.94	53%	204,104.00	204,104.00	16,718.44	97,524.81	0.00	106,579.19	48%
Total 014140 Town Clerk/Tax Collect			203,760.71	204,930.71	18,530.97	85,940.43	1,170.00	117,820.28	43%	192,373.00	192,373.00	13,211.80	84,309.09	0.00	108,063.91	44%
Total 014150 Finance			303,718.54	306,598.54	32,892.67	182,910.41	0.00	123,688.13	60%	266,948.00	267,204.16	31,208.15	211,760.55	11,687.00	43,756.61	84%
Total 014151 Information Technology			166,916.60	166,916.60	7,998.91	84,141.55	0.00	82,775.05	50%	206,757.00	206,757.00	16,320.47	147,768.49	46,750.00	12,238.51	94%
Total 014152 Assessing			78,300.00	78,300.00	5,463.90	47,083.34	0.00	31,216.66	60%	73,387.00	75,883.53	5,454.52	43,850.55	0.00	32,032.98	58%
Total 014153 Legal			90,000.00	90,000.00	8,230.57	56,247.26	0.00	33,752.74	62%	85,000.00	85,000.00	6,730.28	42,734.32	0.00	42,265.68	50%
Total 014155 Human Resource			1,689,830.29	1,689,830.29	164,300.63	854,610.09	0.00	835,220.20	51%	1,559,846.00	1,559,846.00	128,238.53	712,390.26	0.00	847,455.74	46%
Total 014191 Planning			139,801.30	139,801.30	13,197.72	69,656.60	0.00	70,144.70	50%	133,802.00	133,802.00	10,591.67	64,096.27	273.00	69,432.73	48%
Total Building & Grounds			738,647.92	738,647.92	36,575.95	211,225.09	2,413.80	525,009.03	29%	648,581.00	651,748.13	47,279.71	314,045.06	7,734.21	329,968.86	49%
Total 014195 Cemetery			37,872.40	37,872.40	2,236.18	5,317.06	0.00	32,555.34	14%	37,346.00	37,346.00	80.59	1,028.08	0.00	36,317.92	3%
Total 014196 Insurance-P&L			99,894.15	99,894.15	0.00	97,231.92	0.00	2,662.23	97%	109,824.00	109,824.00	0.00	88,383.75	0.00	21,440.25	80%
Total 014199 Channel 13			48,337.74	50,737.74	2,748.93	14,920.59	0.00	35,817.15	29%	41,351.00	41,351.00	3,388.42	22,418.03	0.00	18,932.97	54%
Total 014210 Police			1,666,831.79	1,679,541.42	156,599.33	643,621.67	45,213.55	990,706.20	41%	1,564,975.00	1,566,000.10	105,333.29	638,087.54	14,309.74	913,602.82	42%
Total 014220 Fire & Rescue			471,848.80	471,848.80	48,290.32	238,938.94	4,579.00	228,330.86	52%	427,859.00	427,859.00	35,855.77	219,732.92	14,627.84	193,498.24	55%
Total 014240 Code Enforcement			79,228.50	79,228.50	8,288.47	36,677.79	0.00	42,550.71	46%	80,004.00	80,004.00	6,175.45	34,742.92	0.00	45,261.08	43%
Total 014290 Emergency Management			2,250.00	2,250.00	0.00	0.00	0.00	2,250.00	0%	2,250.00	2,250.00	0.00	1,984.00	0.00	266.00	88%
Total 014311 Public Works-Adminstr			490,537.11	490,537.11	63,431.88	250,018.82	0.00	240,518.29	51%	476,446.00	476,446.00	56,546.00	252,863.52	0.00	223,582.48	53%
Total 014312 Roadways & Sidewalks			465,000.00	490,155.39	71,832.79	322,169.67	102,218.96	65,766.76	87%	438,170.00	443,170.00	33,730.03	275,886.14	69,013.31	98,270.55	78%
Total 014313 Bridges			6,000.00	6,000.00	0.00	816.00	0.00	5,184.00	14%	4,000.00	4,000.00	0.00	4,945.00	0.00	-945.00	124%
Total 014316 Street Lighting			40,000.00	40,000.00	3,261.76	19,490.58	0.00	20,509.42	49%	40,000.00	40,000.00	4,304.65	19,745.76	0.00	20,254.24	49%
Total 014319 Vehicle			216,200.00	219,688.03	16,066.84	90,178.01	982.03	128,527.99	41%	194,000.00	194,000.00	26,123.41	97,819.92	26,334.11	69,845.97	64%
Total 014441 Direct Assistance			32,375.00	32,375.00	3,887.16	17,747.53	0.00	14,627.47	55%	31,605.00	31,605.00	3,708.75	11,555.27	0.00	20,049.73	37%
Total 014444 Social Service Grants			51,480.00	51,480.00	0.00	17,208.00	0.00	34,272.00	33%	49,400.00	49,400.00	1,200.00	20,300.00	0.00	29,100.00	41%
Total 014520 Recreation			218,576.01	218,576.01	24,081.79	102,016.86	0.00	116,559.15	47%	214,431.00	215,144.68	17,261.97	95,729.33	0.00	119,415.35	44%
Total 014583 Patriotic Purposes			2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0%	2,000.00	2,000.00	0.00	1,829.80	0.00	170.20	91%
Total 014589 Grants			63,000.00	63,000.00	0.00	20,300.00	0.00	42,700.00	32%	62,000.00	62,000.00	20,000.00	43,500.00	0.00	18,500.00	70%
Total 014611 Conservation			2,900.00	2,900.00	394.76	1,477.77	0.00	1,422.23	51%	2,964.00	2,964.00	162.22	843.84	0.00	2,120.16	28%
Total 014651 Economic Development			30,000.00	30,000.00	0.00	0.00	30,000.00	0.00	100%	30,000.00	30,000.00	0.00	17,529.42	8,878.92	3,591.66	88%
Total 014711 Principal-LT Debt			200,000.00	200,000.00	89,300.00	189,300.00	0.00	10,700.00	95%	100,000.00	100,000.00	0.00	100,000.00	0.00	0.00	100%
Total 014721 Interest-LT Debt			91,220.00	91,220.00	35,306.53	79,285.60	0.00	11,934.40	87%	61,048.00	61,048.00	0.00	13,047.50	0.00	48,000.50	21%
Total 014915 Transfer to CRF			535,050.00	535,057.00	0.00	535,057.00	0.00	0.00	100%	524,400.00	524,400.00	0.00	524,400.00	0.00	0.00	100%
Total 01 GENERAL FUND			8,488,436.86	8,536,246.91	839,594.44	4,394,906.72	186,577.34	3,954,762.85	54%	7,884,346.00	7,897,004.60	593,236.05	4,216,516.34	199,608.13	3,480,880.13	56%
Total 02 LIBRARY FUND			325,260.09	325,260.09	31,624.26	151,953.34	0.00	173,306.75	47%	319,290.00	324,428.15	23,217.54	155,035.69	0.00	169,392.46	48%
Total 05 RECREATION FUND			369,137.87	369,137.87	6,842.28	83,855.55	0.00	285,282.32	23%	310,706.00	320,705.00	7,610.43	210,305.92	0.00	110,399.08	66%
Total 07 SOLID WASTE FUND			630,652.51	630,652.51	69,898.16	382,891.55	2,460.00	245,300.96	61%	571,087.00	571,087.00	47,522.57	255,430.01	0.00	315,656.99	45%
Total 20 WATER TREATMENT FUND			1,026,475.07	1,041,161.47	59,063.06	608,593.33	24,081.59	408,486.55	61%	822,125.00	842,188.76	31,062.83	484,254.18	42,254.36	315,680.22	63%
Total 30 WASTEWATER TREATMENT FUND			2,390,797.93	2,501,684.66	168,543.45	1,473,084.28	62,419.80	966,180.58	61%	2,334,817.00	2,432,030.43	157,934.92	1,358,455.94	115,257.84	958,316.65	61%
Total Operating Budget			13,230,760.33	13,404,149.31	1,175,565.65	7,095,284.77	275,538.73	6,033,320.01	55%	12,242,371.00	12,387,443.94	860,584.34	6,679,998.08	357,120.33	5,350,325.53	57%

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended December 2020

Fiscal Year 2021										Fiscal Year 2020									
ORG	OBJ	ACCOUNT DESCRIPTION	BUDGET	REVISED BUDGET	W/PRIOR YEAR	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	BUDGET	REVISED BUDGET	W/PRIOR YEAR	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
ENCUMBRANCES																			
014131	51150	TC - PART-TIME	8,200.00	8,200.00		665.04	3,503.28	0.00	4,696.72	43%	8,068.00	8,068.00		861.93	3,114.20	0.00	4,953.80	39%	
014131	51200	TC - ELECTED SALARIES	11,000.00	11,000.00		2,750.00	8,250.00	0.00	2,750.00	75%	11,000.00	11,000.00		2,750.00	8,550.00	0.00	2,450.00	78%	
014131	58000	TC - TRAINING	1,950.00	1,900.00		0.00	130.65	0.00	1,769.35	13%	1,950.00	1,900.00		0.00	254.00	0.00	2,646.00	0%	
014131	56100	TC - GENERAL SUPPLIES	150.00	150.00		18.90	37.80	0.00	112.20	25%	153.00	153.00		0.00	0.00	0.00	153.00	0%	
Total 014131 Town Council			20,350.00	20,350.00		3,433.94	11,921.08	0.00	8,428.92	59%	19,475.00	19,475.00		3,611.93	11,664.20	0.00	7,810.80	60%	
014132	51100	TA - FULL TIME SALARIES	154,460.00	154,460.00		19,711.96	82,570.97	0.00	71,889.03	53%	154,460.00	154,460.00		12,812.41	73,130.43	0.00	81,329.57	47%	
014132	53310	TA - CONTRACTED SERVICE	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00	0%	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00	0%	
014132	53410	TA - COMMUNICATION SERVICES	4,200.00	4,200.00		844.20	5,062.00	0.00	862.00	121%	4,200.00	4,200.00		100.00	600.00	0.00	3,600.00	14%	
014132	54310	TA - EQUIPMENT MAINTENANCE	8,600.00	8,600.00		1,222.22	4,609.95	0.00	3,950.05	54%	8,594.00	8,594.00		1,640.98	4,361.97	0.00	4,232.03	51%	
014132	55500	TA - PRINTING/PUBLISHING	4,000.00	4,000.00		0.00	0.00	0.00	4,000.00	0%	4,000.00	4,000.00		0.00	0.00	0.00	4,000.00	0%	
014132	55600	TA - DUES/SUBSCRIPTIONS	10,500.00	10,500.00		111.69	9,931.25	0.00	568.75	95%	10,500.00	10,500.00		80.00	8,405.97	0.00	2,094.03	80%	
014132	58000	TA - TRAINING/STAFF DEV	6,000.00	6,000.00		208.34	1,023.30	0.00	4,976.70	17%	5,200.00	5,200.00		288.94	4,294.24	0.00	905.76	83%	
014132	56100	TA - GENERAL SUPPLIES	9,000.00	9,000.00		330.00	2,406.34	0.00	6,593.66	27%	9,000.00	9,000.00		675.62	3,814.03	0.00	5,185.97	42%	
014132	56250	TA - POSTAGE	3,200.00	3,200.00		662.60	1,151.20	0.00	2,048.80	36%	3,200.00	3,200.00		139.60	1,190.27	0.00	2,009.73	37%	
014132	56260	TA - ADVERTISING	2,550.00	2,550.00		0.00	1,963.76	0.00	586.24	77%	2,550.00	2,550.00		45.00	598.91	0.00	1,951.09	23%	
014132	56700	TA - BOOKS	1,600.00	1,600.00		151.43	678.29	0.00	1,221.71	68%	900.00	900.00		935.89	1,128.99	0.00	-228.99	125%	
Total 014132 Town Administrator			206,010.00	206,010.00		23,242.44	109,397.06	0.00	96,612.94	53%	204,104.00	204,104.00		16,718.44	97,524.81	0.00	106,579.19	48%	
014140	51100	TC/TC - FULL TIME SALARIES	116,260.01	116,260.01		14,108.25	60,002.22	0.00	56,257.79	52%	114,632.00	114,632.00		10,307.72	54,618.53	0.00	60,013.47	48%	
014140	51150	TC/TC - PART TIME SALARIES	27,500.70	27,500.70		3,245.06	14,699.76	0.00	12,600.94	53%	26,726.00	26,726.00		2,376.97	12,772.74	0.00	13,953.26	48%	
014140	53120	TC/TC - ELECTION OFFICIALS	0.00	0.00		0.00	0.00	0.00	0.00	0%	0.00	0.00		0.00	0.00	0.00	0.00	0%	
014140	53410	TC/TC - COMMUNICATION SERVICES	1,600.00	1,600.00		0.00	0.00	0.00	1,600.00	0%	1,600.00	1,600.00		0.00	0.00	0.00	1,600.00	0%	
014140	53930	TC/TC - COORDINATION	6,500.00	6,500.00		0.00	0.00	0.00	6,500.00	0%	6,500.00	6,500.00		0.00	792.00	0.00	5,708.00	12%	
014140	54310	TC/TC - EQUIPMENT MAINTENANCE	1,600.00	1,600.00		0.00	260.00	0.00	1,340.00	16%	1,400.00	1,400.00		0.00	360.00	0.00	1,140.00	19%	
014140	54321	TC/TC - DEED RESEARCH	1,650.00	2,820.00		16.55	543.70	1,170.00	1,106.30	61%	1,850.00	1,850.00		8.55	455.95	0.00	1,394.05	25%	
014140	55600	TC/TC - DUES/SUBSCRIPTIONS	480.00	480.00		40.00	115.00	0.00	365.00	24%	490.00	490.00		0.00	35.00	0.00	455.00	7%	
014140	58000	TC/TC - TRAINING STAFF DEVELOP	4,270.00	4,270.00		0.00	1,575.00	0.00	2,695.00	37%	4,310.00	4,310.00		0.00	1,149.49	0.00	3,160.51	27%	
014140	56100	TC/TC - GENERAL SUPPLIES	4,750.00	4,750.00		240.00	1,122.45	0.00	3,627.55	24%	4,840.00	4,840.00		134.12	1,232.88	0.00	3,607.12	25%	
014140	56250	TC/TC - POSTAGE	13,700.00	13,700.00		640.71	4,173.91	0.00	9,526.09	30%	10,250.00	10,250.00		383.85	3,787.05	0.00	6,462.95	37%	
014140	56270	TC/TC - ELECTION/REGISTRATION	6,600.00	6,600.00		0.00	2,968.39	0.00	3,631.61	45%	4,450.00	4,450.00		0.00	286.79	0.00	4,163.21	6%	
014140	57410	TC/TC - EQUIPMENT PURCHASE	6,700.00	6,700.00		0.00	0.00	0.00	6,700.00	0%	8,800.00	8,800.00		0.00	8,818.66	0.00	-18.66	101%	
Total 014140 Town Clerk/Tax Collector			203,760.71	204,930.71		18,536.97	85,940.43	1,170.00	117,320.28	43%	192,373.00	192,373.00		13,211.80	64,309.09	0.00	108,063.91	44%	
014150	51100	FINANCE - FULL TIME SALARIES	168,370.54	168,370.54		17,597.04	75,301.58	0.00	93,068.96	45%	160,878.00	160,878.00		21,884.97	125,454.37	0.00	35,423.63	78%	
014150	51150	FINANCE - PART TIME SALARIES	26,235.00	26,235.00		2,108.17	8,884.77	0.00	17,350.23	34%	5,000.00	5,000.00		763.17	4,647.77	0.00	916.23	93%	
014150	51200	FINANCE - ELECTED OFFICIALS	800.00	800.00		0.00	0.00	0.00	800.00	0%	900.00	900.00		0.00	600.00	0.00	300.00	67%	
014150	53010	FINANCE - AUDIT	34,000.00	36,880.00		12,780.90	39,882.20	0.00	-3,002.20	108%	30,000.00	30,000.00		6,409.00	17,719.00	11,687.00	594.00	98%	
014150	53400	FINANCE - BANK FEES	1,000.00	1,000.00		173.10	316.50	0.00	-216.50	31%	450.00	450.00		0.00	-15.00	0.00	465.00	-3%	
014150	53410	FINANCE - COMMUNICATION SERVICE	7,008.500	7,008.500		0.00	0.00	0.00	7,008.500	0%	2,508.000	2,508.000		58.25	3,499.50	0.00	4,498.50	140%	
014150	53901	FINANCE - BUDGET COMMITTEE EXP	1,260.00	1,260.00		0.00	0.00	0.00	1,260.00	0%	1,260.00	1,260.00		0.00	0.00	0.00	1,260.00	0%	
014150	54310	FINANCE - EQUIPMENT MAINTENANCE	600.00	600.00		0.00	0.00	0.00	600.00	0%	600.00	600.00		0.00	385.00	0.00	215.00	64%	
014150	54410	FINANCE - FIN. SYSTEM LEASE	55,000.00	55,000.00		0.00	55,000.00	0.00	0.00	100%	55,000.00	55,256.16		1,228.00	57,367.59	0.00	-2,111.43	104%	
014150	55600	FINANCE - DUES/SUBSCRIPTIONS	150.00	150.00		0.00	100.00	0.00	50.00	67%	300.00	300.00		0.00	50.00	0.00	250.00	17%	
014150	55800	FINANCE - TRAINING/STAFF DEVE	4,595.00	4,595.00		0.00	700.00	0.00	3,895.00	15%	3,560.00	3,560.00		0.00	364.29	0.00	3,195.71	10%	
014150	56100	FINANCE - GENERAL SUPPLIES	5,500.00	5,500.00		232.46	1,825.36	0.00	3,674.64	33%	5,500.00	5,500.00		339.76	1,688.03	0.00	3,811.97	31%	
014150	56260	FINANCE - ADVERTISING	0.00	0.00		0.00	0.00	0.00	0.00	0%	1,000.00	1,000.00		0.00	0.00	0.00	1,000.00	0%	
Total 014150 Finance			303,718.54	306,598.54		32,892.67	182,910.41	0.00	123,688.13	60%	266,948.00	267,204.16		31,208.15	211,760.55	11,687.00	43,796.61	84%	
014151	51100	MIS - FULL TIME SALARIES	115,000.00	115,000.00		1,326.93	5,661.57	0.00	5,388.43	49%	73,424.00	73,424.00		6,279.00	36,708.00	0.00	36,716.00	50%	
014151	51150	MIS - PART TIME SALARIES	0.00	0.00		0.00	0.00	0.00	0.00	0%	0.00	0.00		0.00	0.00	0.00	25,000.00	0%	
014151	53120	MIS - CONTRACTED SERVICES	51,000.00	51,000.00		4,250.00	25,900.00	0.00	25,100.00	51%	0.00	0.00		8,500.00	30,150.00	46,750.00	-76,900.00	0%	
014151	53310	MIS - VENDOR SUPPORT	1,600.00	1,600.00		0.00	0.00	0.00	1,600.00	0%	1,627.00	1,627.00		0.00	630.00	0.00	997.00	39%	
014151	53410	MIS - COMMUNICATION SERVICE	11,797.39	11,797.39		0.00	0.00	0.00	11,797.39	0%	8,116.00	8,116.00		888.10	5,500.86	0.00	2,615.14	68%	
014151	53421	MIS - SOFTWARE MAINT	61,000.00	61,000.00		950.00	45,000.00	0.00	15,940.00	74%	72,840.00	72,840.00		64,931.29	0.00	7,108.71	90%		
014151	53430	MIS - SOFTWARE LICENSES	4,000.00	4,000.00		508.00	1,020.50	0.00	2,979.50	26%	4,271.00	4,271.00		328.90	3,445.90	0.00	825.10	81%	
014151	53990	MIS - REPAIRS/MAINT	4,000.00	4,000.00		0.00	265.00	0.00	3,735.00	7%	4,068.00	4,068.00		0.00	473.65	0.00	3,594.35	12%	
014151	55600	MIS - DUES/SUBSCRIPTIONS	419.21	419.21		0.00	472.00	0.00	-52.79	113%	407.00	407.00		0.00	90.00	0.00	317.00	22%	

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended December 2020

Fiscal Year 2021										Fiscal Year 2020									
ORG	OBJ	ACCOUNT DESCRIPTION	BUDGET	REVISED BUDGET	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	BUDGET	REVISED BUDGET	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED			
WIPOR YEAR ENCUMBRANCES										WIPOR YEAR ENCUMBRANCES									
014194	51100	BLD/GRNDS - FULL-TIME SALARIES	171,448.57	171,448.57	305.70	29,180.13	0.00	142,268.44	17%	155,895.00	155,895.00	15,899.50	82,931.16	0.00	72,963.84	53%			
014194	51150	BLD/GRNDS - PART TIME SALARIES	94,200.07	94,200.07	15,675.59	51,572.87	0.00	43,127.20	54%	88,907.00	88,907.00	6,094.42	40,079.42	0.00	48,827.58	45%			
014194	51400	BLD/GRNDS - OVERTIME	8,200.00	8,200.00	97.59	1,050.95	0.00	7,149.05	13%	3,000.00	3,000.00	26.81	953.87	0.00	2,046.13	32%			
014194	53140	BLD/GRNDS-STORMWATER INSPEC	5,200.00	5,200.00	0.00	2,786.20	2,413.80	0.00	100%	6,500.00	6,500.00	0.00	5,871.42	0.00	628.58	90%			
014194	53410	BLD/GRNDS-COMMUNICATIONS	900.00	900.00	0.00	0.00	0.00	900.00	0%	1,440.00	1,440.00	55.00	330.00	0.00	1,110.00	23%			
014194	53991	BLD/GRNDS-OPNTRL RPS&SP&CLMNT	75,000.00	75,000.00	0.00	2,050.61	0.00	72,949.39	3%	75,000.00	78,167.13	0.00	24,159.44	5,750.00	52,407.69	38%			
014194	54310	BLD/GRNDS-EQUIPMENT MAINTENANCE	2,500.00	2,500.00	158.00	367.78	0.00	2,132.22	15%	2,900.00	2,900.00	0.00	966.29	0.00	1,933.71	33%			
014194	54720	BLD/GRNDS-LEASE PAYMENTS	104,779.28	104,779.28	0.00	0.00	0.00	104,779.28	0%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
014194	54990	BLD/GRNDS - MOSQUITO CONTROL	0.00	0.00	0.00	0.00	0.00	0.00	0%	12,300.00	12,300.00	0.00	0.00	0.00	12,300.00	0%			
014194	54991	BLD/GRNDS - 4PM FIELD TREATMENT	3,120.00	3,120.00	0.00	0.00	0.00	3,120.00	0%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
014194	55800	BLD/GRNDS-TRAINING/STAFF DEV	1,200.00	1,200.00	150.00	840.00	0.00	360.00	70%	1,200.00	1,200.00	283.00	582.00	0.00	618.00	49%			
014194	55810	BLD/GRNDS-TRAVEL EXPENSE	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0%	2,800.00	2,800.00	175.00	1,050.00	0.00	1,750.00	38%			
014194	56100	BLD/GRNDS - GENERAL SUPPLIES	12,500.00	12,500.00	1,506.61	5,212.18	0.00	7,287.82	42%	12,300.00	10,325.00	2,113.54	4,646.58	0.00	5,678.42	45%			
014194	56501	BLD&GRND-GRNDS MAINTENANCE	12,300.00	12,300.00	1,732.50	10,630.63	0.00	1,669.37	86%	32,000.00	32,000.00	971.00	23,485.04	0.00	8,514.96	73%			
014194	57410	BLD/GRNDS - EQUIPMENT PURCHASE	2,500.00	2,500.00	0.00	358.00	0.00	2,142.00	14%	3,100.00	3,100.00	0.00	544.36	0.00	2,555.64	18%			
014901	54100	BLD/GRNDS-ELECTRICITY TOWN HALL	10,700.00	10,700.00	0.00	3,746.92	0.00	6,953.08	35%	12,000.00	12,000.00	1,716.62	4,593.58	0.00	7,406.42	38%			
014901	54110	BLD/GRNDS-HEAT & OIL TOWN HALL	15,800.00	15,800.00	1,590.64	2,919.56	0.00	12,880.44	18%	21,480.00	21,480.00	1,488.72	6,484.86	0.00	14,995.14	30%			
014901	54120	BLD/GRNDS-SEWER TOWN HALL	5,120.00	5,120.00	0.00	980.75	0.00	4,139.25	19%	5,120.00	5,120.00	0.00	4,418.95	0.00	701.05	86%			
014901	54300	BLD/GRNDS - TOWN HALL MAINTENANCE	18,500.00	18,500.00	1,161.65	16,322.82	0.00	2,267.18	88%	14,500.00	14,500.00	441.46	18,396.37	0.00	-3,896.37	127%			
014902	54100	BLD/GRND - ELECTRIC-COMM CTR	13,857.00	13,857.00	0.00	3,384.37	0.00	10,472.63	24%	13,857.00	13,857.00	1,199.52	4,355.45	0.00	9,501.55	31%			
014902	54110	BLD/GRNDS - HEAT OIL COMM CTR	13,400.00	13,400.00	1,595.41	3,058.22	0.00	10,341.78	23%	16,920.00	16,920.00	669.71	2,495.24	0.00	14,424.76	15%			
014902	54120	BLD/GRNDS-WATER/SEWER COMM CTR	3,800.00	3,800.00	0.00	643.50	0.00	3,156.50	17%	2,949.00	2,949.00	0.00	1,039.00	0.00	1,910.00	35%			
014902	54300	BLD/GRNDS-BLDG MAINT COMM CTR	9,600.00	9,600.00	0.00	6,092.69	0.00	3,507.31	63%	7,500.00	7,500.00	159.28	7,183.84	1,984.21	-1,668.05	122%			
014903	54100	BLD/GRNDS - SENIOR CENTER ELEC	2,820.00	2,820.00	0.00	1,142.72	0.00	1,677.28	41%	7,200.00	7,200.00	529.30	1,710.32	0.00	5,489.68	24%			
014903	54110	BLD/GRNDS - SENIOR CTR HEAT	2,780.00	2,780.00	223.24	223.24	0.00	2,556.76	8%	5,838.00	5,838.00	348.21	595.93	0.00	5,242.07	10%			
014903	54120	BLD/GRNDS-SENIOR CTR-WTR/SEW	2,120.00	2,120.00	0.00	466.00	0.00	1,654.00	22%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
014903	54300	BLD/GRNDS-SENIOR CTR MAINT.	2,820.00	2,820.00	0.00	1,746.40	0.00	1,073.60	62%	2,950.00	2,950.00	36.52	1,838.05	0.00	1,111.95	62%			
014904	54100	BLD/GRNDS-ELEC BEECH ST EXT	2,250.00	2,250.00	0.00	0.00	0.00	2,250.00	0%	2,250.00	2,250.00	0.00	0.00	0.00	2,250.00	0%			
014904	54110	BLD/GRNDS-HEATING BEECH ST EX	1,400.00	1,400.00	0.00	89.99	0.00	1,310.01	6%	1,390.00	1,390.00	284.45	433.75	0.00	956.25	31%			
014904	54120	BLD/GRNDS-WATER/SEW BEECH ST	675.00	675.00	0.00	93.25	0.00	581.75	14%	675.00	675.00	0.00	89.95	0.00	585.05	13%			
014904	54300	BLD/GRNDS-RECH BEECH ST EXT	2,750.00	2,750.00	288.50	2,211.24	0.00	38.76	98%	2,100.00	2,100.00	0.00	1,657.13	0.00	442.87	79%			
014905	54100	BLD/GRNDS - ELECTRICITY POLICE	12,300.00	12,300.00	0.00	4,889.78	0.00	7,410.22	40%	13,500.00	13,500.00	1,786.19	5,445.54	0.00	8,054.46	40%			
014905	54110	BLD/GRNDS - HEAT & OIL POLICE	3,318.00	3,318.00	0.00	416.26	0.00	2,901.74	13%	3,492.00	3,492.00	680.84	1,288.43	0.00	2,203.57	37%			
014905	54120	BLD/GRNDS - WATER/SEW POLICE	1,150.00	1,150.00	0.00	466.00	0.00	684.00	35%	998.00	998.00	0.00	82.25	0.00	915.75	83%			
014905	54300	BLD/GRNDS-POLICE BLDING MAINT	13,400.00	13,400.00	235.80	7,314.53	0.00	6,085.47	55%	10,000.00	10,000.00	220.30	10,080.88	0.00	80.88	101%			
014905	54301	BLD/GRNDS-POLICE GENERATOR	2,500.00	2,500.00	0.00	372.50	0.00	2,127.50	15%	2,250.00	2,250.00	240.96	379.96	0.00	1,870.04	17%			
014906	54100	BLD/GRNDS - ELEC YOUNGS LN	19,800.00	19,800.00	0.00	5,982.55	0.00	13,817.45	30%	25,000.00	25,000.00	2,852.38	10,120.05	0.00	14,879.95	40%			
014906	54110	BLD/GRNDS-HEAT & OIL YOUNGS LN	37,820.00	37,820.00	6,667.09	13,675.27	0.00	24,244.73	36%	39,710.00	39,710.00	6,993.14	11,768.18	0.00	27,941.82	30%			
014906	54120	BLD/GRNDS-WATER/SEW YOUNGS LN	25,870.00	25,870.00	0.00	1,421.25	0.00	1,548.75	48%	3,565.00	3,565.00	0.00	1,169.70	0.00	2,395.30	33%			
014906	54300	BLD/GRNDS-YOUNGS LN MAINTENANCE	19,900.00	19,900.00	3,086.88	22,448.33	0.00	-2,548.33	113%	15,460.00	15,460.00	2,315.19	22,740.02	0.00	-7,280.02	147%			
014906	54310	BLD/GRNDS-YOUNGS LN GENERATOR	2,500.00	2,500.00	0.00	100.00	0.00	2,400.00	4%	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0%			
014907	54100	BLD/GRNDS-ELEC HAND TUB	500.00	500.00	0.00	81.05	0.00	418.95	16%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
014907	54110	BLD/GRNDS-HAND TUB MAINTENANCE	1,200.00	1,200.00	0.00	1,160.00	0.00	40.00	97%	1,160.00	1,160.00	33.61	1,280.4	0.00	87.19	13%			
014908	54310	BLD/GRNDS-ELEVATOR MAINTENANCE	3,100.00	3,100.00	0.00	620.00	0.00	2,480.00	20%	3,000.00	3,000.00	0.00	1,689.86	0.00	1,310.14	56%			
014909	54100	BLD/GRNDS-ELECTRICITY-PARKS	1,150.00	1,150.00	0.00	458.77	0.00	691.23	34%	1,310.00	1,310.00	224.59	552.09	0.00	757.91	42%			
014909	54300	BLD/GRNDS-PARKS MAINTENANCE	5,000.00	5,000.00	100.75	1,565.32	0.00	3,434.68	31%	8,000.00	8,000.00	32.38	2,057.81	0.00	5,942.19	26%			
019410	54300	BLD/GRNDS-BANDSTAND - MAINTENANCE	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0%	1,400.00	1,400.00	0.00	0.00	0.00	1,400.00	0%			
019411	54311	BLD/GRNDS-DAM MAINTENANCE	2,000.00	2,000.00	0.00	1,613.46	0.00	386.54	81%	2,000.00	2,000.00	40.05	1,645.25	0.00	354.75	82%			
019412	54310	BLD/GRNDS-TOWN CLOCK MAINT	3,000.00	3,000.00	0.00	2,679.00	0.00	321.00	89%	3,300.00	3,300.00	158.00	3,258.00	0.00	42.00	99%			
Total Building & Grounds			738,647.92	738,647.92	36,575.95	211,225.09	2,413.80	525,099.03	29%	648,581.92	651,748.13	47,279.71	314,045.06	7,734.21	329,968.86	49%			
Total 014195 Cemetery			37,872.40	37,872.40	2,236.18	5,317.06	0.00	32,555.34	14%	37,346.00	37,346.00	80.59	1,028.08	0.00					

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended December 2020

Fiscal Year 2021										Fiscal Year 2020									
ORG	OBJ	ACCOUNT DESCRIPTION	BUDGET	REVISED BUDGET	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	BUDGET	REVISED BUDGET	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED			
WIPRIOR YEAR ENCUMBRANCES																			
014312	53100	RDW/SWK - ENGINEERING	30,000.00	30,000.00	1,851.60	6,465.73	17,696.62	5,837.65	81%	25,000.00	25,000.00	560.00	9,858.50	0.00	15,141.50	39%			
014312	53112	RDW/SWK - CONSTRUCTION	50,000.00	50,000.00	9,890.00	24,571.34	0.00	25,428.66	49%	45,000.00	50,000.00	5,442.19	47,366.44	221.21	2,412.35	95%			
014312	53122	RDW/SWK - WEATHER SERVICE	2,500.00	2,500.00	410.00	820.00	0.00	1,680.00	33%	2,070.00	2,070.00	410.00	820.00	0.00	1,250.00	40%			
014312	54250	RDW/SWK - TREE SERVICE	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0%	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0%			
014312	54400	RDW/SWK - EQUIPMENT LEASE	15,000.00	15,000.00	0.00	15,762.50	0.00	-762.50	105%	13,000.00	13,000.00	220.00	9,247.50	0.00	3,752.50	71%			
014312	54450	RDW/SWK - CONTRACT STREET MAINT	7,000.00	7,000.00	0.00	7,494.90	170.10	-494.90	110%	7,000.00	7,000.00	0.00	6,937.09	0.00	62.91	99%			
014312	54460	RDW/SWK - CONTRACT WINTER EQUIP	12,000.00	12,000.00	300.00	300.00	0.00	11,700.00	3%	10,000.00	10,000.00	1,125.00	1,125.00	0.00	8,875.00	11%			
014312	54900	RDW/SWK - COLD MIX	3,500.00	3,500.00	0.00	1,569.08	0.00	1,930.92	45%	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0%			
014312	54910	RDW/SWK - CURBSIDE WEED CONTR	3,000.00	3,000.00	0.00	2,850.00	0.00	150.00	95%	2,400.00	2,400.00	0.00	950.00	0.00	1,450.00	40%			
014312	54990	RDW/SWK - MOSQUITO CONTROL	60,000.00	60,000.00	40,000.00	60,000.00	0.00	0.00	100%	60,000.00	60,000.00	0.00	40,000.00	20,000.00	0.00	100%			
014312	55450	RDW/SWK - PAVEMENT MARKING	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0%	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0%			
014312	56100	RDW/SWK - GENERAL SUPPLIES	19,500.00	19,500.00	2,600.71	11,532.97	0.00	7,967.03	59%	18,000.00	18,000.00	1,192.99	5,645.38	0.00	12,354.62	31%			
014312	56140	RDW/SWK - WINTER SALT	90,000.00	90,000.00	16,780.48	30,803.15	59,196.85	0.00	100%	85,000.00	85,000.00	24,779.85	36,207.90	48,792.10	0.00	100%			
014312	56141	RDW/SWK - WINTER SAND	6,500.00	6,500.00	0.00	0.00	0.00	6,500.00	0%	6,200.00	6,200.00	0.00	0.00	0.00	6,200.00	0%			
014312	57380	RDW/SWK - HOT TOP	160,000.00	185,155.39	0.00	160,000.00	25,155.39	0.00	100%	155,000.00	155,000.00	0.00	117,728.33	0.00	37,271.67	76%			
Total 014312 Roadways & Sidewalks			465,000.00	490,155.39	71,832.79	322,169.67	102,218.96	65,766.76	87%	438,170.00	443,170.00	33,730.03	275,886.14	69,013.31	98,270.55	78%			
014313	54322	BRIDGES - GUARDRAILS	6,000.00	6,000.00	0.00	816.00	0.00	5,184.00	14%	4,000.00	4,000.00	0.00	4,945.00	0.00	-945.00	124%			
Total 014313 Bridges			6,000.00	6,000.00	0.00	816.00	0.00	5,184.00	14%	4,000.00	4,000.00	0.00	4,945.00	0.00	-945.00	124%			
014316	54100	STREET LIGHT - ELECTRICITY	27,000.00	27,000.00	1,910.45	11,181.72	0.00	15,818.28	41%	37,000.00	37,000.00	2,953.34	11,637.90	0.00	25,362.10	31%			
014316	57500	STREET LIGHT - FIXTURES	3,000.00	3,000.00	0.00	201.00	0.00	2,799.00	7%	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0%			
014316	62810	STREET LIGHT - INTEREST	10,000.00	10,000.00	1,351.31	8,107.86	0.00	1,892.14	81%	0.00	0.00	1,351.31	8,107.86	0.00	-8,107.86	0%			
Total 014316 Street Lighting			40,000.00	40,000.00	3,261.76	19,490.58	0.00	20,509.42	49%	40,000.00	40,000.00	4,304.65	19,745.76	0.00	20,254.24	49%			
014319	54310	VEHICLE - EQUIP MAINT	75,000.00	75,982.03	7,581.29	48,199.49	982.03	26,800.51	65%	60,000.00	60,000.00	10,585.48	43,274.01	17,908.95	-1,182.96	102%			
014319	54331	VEHICLE - RADIO MAINT	1,500.00	1,500.00	1,388.00	1,388.00	0.00	112.00	93%	1,500.00	1,500.00	0.00	495.00	0.00	1,005.00	33%			
014319	56100	VEHICLE - GENERAL SUPPLIES	3,500.00	3,500.00	840.36	2,865.96	0.00	634.04	82%	3,500.00	3,500.00	488.96	1,819.71	0.00	1,680.29	52%			
014319	56150	VEHICLE - GASOLINE	12,500.00	12,500.00	35.72	5,247.77	0.00	7,252.23	42%	12,500.00	12,500.00	2,567.01	7,690.44	0.00	4,809.56	62%			
014319	56160	VEHICLE - DIESEL FUEL	32,000.00	32,000.00	2,700.04	7,938.25	0.00	24,061.75	25%	32,000.00	32,000.00	6,798.08	15,793.65	0.00	16,206.35	49%			
014319	56600	VEHICLE - OIL	1,500.00	1,500.00	1,032.40	1,166.75	0.00	333.25	78%	1,500.00	1,500.00	0.00	174.75	0.00	1,325.25	12%			
014319	56602	VEHICLE MAINT FIRE	18,000.00	18,000.00	1,002.00	8,869.94	0.00	9,130.06	49%	18,000.00	18,000.00	184.80	4,760.68	4,909.16	8,330.16	54%			
014319	56603	VEHICLE MAINT POLICE	12,000.00	12,000.00	478.00	6,569.00	0.00	5,431.00	55%	10,000.00	10,000.00	967.00	6,337.32	0.00	3,662.68	63%			
014319	56604	VEHICLE MAINT PUBLIC WORKS	55,000.00	57,506.00	1,009.03	7,467.85	0.00	50,038.15	13%	50,000.00	50,000.00	4,532.08	16,214.06	3,516.00	30,269.94	39%			
014319	56605	VEHICLE MAINT REC	2,000.00	2,000.00	0.00	465.00	0.00	1,535.00	23%	2,000.00	2,000.00	0.00	438.40	0.00	1,561.60	22%			
014319	57410	VEHICLE - EQUIP PURCHASE	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0%	3,000.00	3,000.00	0.00	833.90	0.00	2,166.10	28%			
Total 014319 Vehicle			216,500.00	219,688.03	16,066.84	90,718.01	982.03	128,577.99	41%	194,000.00	194,000.00	26,123.41	97,819.92	26,334.11	69,845.97	64%			
014441	51150	DIR ASSIST - PART-TIME SALARIES	18,025.00	18,025.00	1,755.00	8,460.00	0.00	9,565.00	47%	18,025.00	18,025.00	1,158.75	7,020.00	0.00	11,005.00	39%			
014441	53510	DIR ASSIST - MEDICAL	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%			
014441	54100	DIR ASSIST - ELECTRICITY	1,000.00	1,000.00	0.00	395.71	0.00	604.29	40%	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%			
014441	54110	DIR ASSIST - HEAT	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%			
014441	54490	DIR ASSIST - RENT	9,000.00	9,000.00	2,100.00	8,700.00	0.00	300.00	97%	8,000.00	8,000.00	2,550.00	4,193.00	0.00	3,807.00	52%			
014441	55100	DIR ASSIST - MISCELLANEOUS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%			
014441	55600	DIR ASSIST - DUES/SUBSCRIPTION	50.00	50.00	0.00	0.00	0.00	50.00	0%	50.00	50.00	0.00	0.00	0.00	50.00	0%			
014441	55800	DIR ASSIST-TRAINING/STAFF DEV	150.00	150.00	0.00	0.00	0.00	150.00	0%	150.00	150.00	0.00	0.00	0.00	150.00	0%			
014441	56100	DIR ASSIST - GENERAL SUPPLIES	400.00	400.00	32.16	191.82	0.00	208.18	48%	380.00	380.00	0.00	342.27	0.00	37.73	90%			
014441	56105	DIR ASSIST - FOOD	0.00	0.00	0.00	0.00	0.00	0.00	0%	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%			
Total 014441 Direct Assistance			32,375.00	32,375.00	3,887.16	17,747.53	0.00	14,627.47	55%	31,605.00	31,605.00	3,708.75	11,555.27	0.00	20,049.73	37%			
014444	59100	SS GRANTS - RICHIE MCFARLAND	4,000.00	4,000.00	0.00	4,000.00	0.00	0.00	100%	2,000.00	2,000.00	0.00	2,000.00	0.00	0.00	100%			
014444	59101	SS GRANTS - LAMPREY HEALTH CTR	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0%	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0%			
014444	59102	SS GRANTS - AREA HOMEOWNERS	0.00	0.00	0.00	0.00	0.00	0.00	0%	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0%			
014444	59103	SS GRANTS - CHILD & FAMILY SRVC	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0%	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0%			
014444	59104	SS GRANTS - R.C.C.A.P.	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00	0%	9,000.00	9,000.00	0.00	9,000.00	0.00	0.00	100%			
014444	59105	SS GRANTS - R.S.V.P.	0.00	0.00	0.00	600.00	0.00	-600.00	0%	6,000.00	6,000.00	0.00	600.00	0.00	0.00	100%			
014444	59106	SS GRANTS - A SAFE PLACE	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0%	1,200.00	1,200.00	1,200.00	1,200.00	0.00	0.00	100%			
014444	59107	SS GRANTS																	

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended December 2020

Fiscal Year 2021										Fiscal Year 2020									
ORG	OBJ	ACCOUNT DESCRIPTION	BUDGET	REVISED BUDGET W/PRIOR YEAR ENCUMBRANCES	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	BUDGET	REVISED BUDGET W/PRIOR YEAR ENCUMBRANCES	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED			
024500	51100	LIBRARY - SALARIES	58,171.00	58,171.00	6,736.71	28,125.30	0.00	30,045.70	48%	58,171.00	58,171.00	6,847.80	39,200.40	0.00	18,970.60	67%			
024500	51150	LIBRARY - PART TIME SALARIES	126,064.94	126,064.94	13,156.66	59,169.94	0.00	66,895.00	47%	119,999.00	119,999.00	7,919.57	41,842.57	0.00	78,156.43	35%			
024500	52100	LIBRARY - HEALTH INSURANCE	13,924.58	13,924.58	1,247.93	8,352.55	0.00	5,572.03	60%	15,000.00	15,000.00	1,198.24	7,991.10	0.00	7,008.90	53%			
024500	52150	LIBRARY - LIFE & DISABILITY	1,352.69	1,352.69	141.07	846.42	0.00	506.27	63%	1,200.00	1,200.00	141.02	846.12	0.00	353.88	71%			
024500	52200	LIBRARY - FICA	11,082.12	11,082.12	1,244.31	5,478.17	0.00	5,603.95	49%	11,047.00	11,047.00	928.56	5,102.14	0.00	5,944.86	46%			
024500	52250	LIBRARY - MEDICARE	2,591.79	2,591.79	290.39	1,281.15	0.00	1,310.64	49%	2,583.00	2,583.00	217.16	1,193.35	0.00	1,389.65	46%			
024500	52300	LIBRARY - RETIREMENT	9,871.47	9,871.47	1,150.11	4,503.79	0.00	4,967.68	50%	6,497.00	6,497.00	764.90	4,378.68	0.00	2,118.32	67%			
024500	52500	LIBRARY - UNEMPLOYMENT	2,547.36	2,547.36	0.00	0.00	0.00	2,547.36	0%	1,011.00	1,011.00	0.00	0.00	0.00	1,011.00	0%			
024500	52600	LIBRARY-WORKERS COMPENSATION	498.14	498.14	0.00	368.94	0.00	129.20	74%	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0%			
024500	53390	LIBRARY - PROGRAMS	3,000.00	3,000.00	0.00	667.66	0.00	2,332.34	22%	3,000.00	3,000.00	47.89	2,601.11	0.00	398.89	87%			
024500	53410	LIBRARY - TELEPHONE	1,400.00	1,400.00	19.95	648.45	0.00	751.55	46%	1,800.00	1,800.00	19.95	640.17	0.00	1,159.83	36%			
024500	53420	LIBRARY - ELECTRONIC INFO-OTHER	8,400.00	8,400.00	0.00	8,226.00	0.00	174.00	98%	8,200.00	8,200.00	0.00	8,208.00	0.00	-8.00	100%			
024500	54100	LIBRARY - ELECTRICITY	10,000.00	10,000.00	106.38	2,801.34	0.00	7,198.66	28%	10,000.00	10,000.00	944.15	5,520.53	0.00	4,479.47	55%			
024500	54110	LIBRARY - HEAT & OIL	9,000.00	9,000.00	709.41	1,391.52	0.00	7,608.48	15%	8,000.00	8,000.00	262.39	409.27	0.00	7,590.73	5%			
024500	54120	LIBRARY - WATER	800.00	800.00	0.00	111.00	0.00	689.00	14%	800.00	800.00	0.00	273.10	0.00	526.90	34%			
024500	54300	LIBRARY - BUILDING MAINTENANCE	5,113.00	5,113.00	823.57	4,071.69	0.00	1,241.31	77%	12,304.00	16,203.00	113.94	6,171.46	0.00	10,031.54	38%			
024500	54312	LIBRARY - EQUIP MAINT/LEASE	2,000.00	2,000.00	0.00	795.50	0.00	1,260.50	37%	2,000.00	2,000.00	0.00	725.00	0.00	1,275.00	36%			
024500	55220	LIBRARY-INSURANCE DEDUCTIBLES	4,300.00	4,300.00	0.00	0.00	0.00	4,300.00	0%	5,161.00	5,161.00	0.00	0.00	0.00	5,161.00	0%			
024500	55510	LIBRARY - PROMOTION	3,075.00	3,075.00	0.00	0.00	0.00	3,075.00	0%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
024500	55800	LIBRARY-TRAINING/STAFF DEVELOP	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0%	1,500.00	1,500.00	0.00	90.00	0.00	1,410.00	6%			
024500	56100	LIBRARY - GENERAL SUPPLIES	4,927.00	4,927.00	322.41	1,966.85	0.00	3,860.15	22%	4,927.00	4,927.00	591.95	2,468.95	0.00	2,458.05	50%			
024500	56700	LIBRARY - BOOKS/SUBSCRIPTIONS	43,441.00	43,441.00	5,674.76	23,118.54	0.00	20,322.46	53%	42,590.00	42,590.00	3,072.14	24,794.60	0.00	17,795.40	58%			
024500	57410	LIBRARY - EQUIPMENT PURCHASE	2,000.00	2,000.00	0.00	584.53	0.00	1,415.47	29%	2,000.00	3,239.15	127.88	2,678.24	0.00	660.21	48%			
Total 02 LIBRARY FUND			325,260.09	325,260.09	31,624.26	151,953.34	0.00	173,306.75	47%	319,290.00	324,428.15	23,211.54	155,035.69	0.00	169,392.46	48%			
050502	56107	EM-EMERGENCY SUPPLIES	0.00	0.00	0.00	473.50	0.00	473.50	0%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
050506	59500	RECREATION - TEEN CAMP	200.00	200.00	0.00	97.84	0.00	102.16	49%	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0%			
050507	59500	RECREATION - SUMMER CAMP	19,500.00	19,500.00	0.00	4,625.62	0.00	14,874.38	24%	16,000.00	16,000.00	0.00	11,843.69	0.00	4,156.31	74%			
050508	59500	RECREATION-SUNSET/SET SR CTR	5,000.00	5,000.00	21.00	5,242.77	0.00	4,475.23	10%	5,000.00	5,000.00	143.48	2,631.99	0.00	2,368.01	53%			
050509	59500	RECREATION - SPLASH PAD	5,000.00	5,000.00	0.00	8.25	0.00	4,991.75	0%	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0%			
050570	59500	RECREATION - SPECIAL EVENTS	17,000.00	17,000.00	1,123.02	2,137.81	0.00	14,662.19	14%	16,000.00	16,000.00	741.32	10,528.19	0.00	5,471.81	66%			
054500	51100	RECREATION - FULL TIME SALARIES	11,417.00	11,417.00	1,190.77	5,936.24	0.00	5,480.76	52%	0.00	0.00	1,065.53	4,856.73	0.00	-4,856.73	0%			
054500	51150	RECREATION - PART TIME SALARIES	169,620.00	169,620.00	1,143.95	54,974.30	0.00	114,645.70	32%	143,506.00	143,506.00	1,521.89	101,660.52	0.00	41,845.48	71%			
054500	51901	RECREATION - WORK STUDY	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0%	2,460.00	2,460.00	0.00	0.00	0.00	2,460.00	0%			
054500	52200	RECREATION - FICA	11,224.29	11,224.29	273.36	3,741.87	0.00	7,482.42	33%	8,897.00	8,897.00	279.21	6,572.02	0.00	2,324.98	74%			
054500	52250	RECREATION - MEDI	2,625.04	2,625.04	63.93	875.17	0.00	1,749.87	33%	2,081.00	2,081.00	65.31	1,537.03	0.00	543.97	74%			
054500	52300	RECREATION - NH RETIREMENT	1,301.54	1,301.54	155.34	662.49	0.00	639.05	51%	0.00	0.00	119.02	542.52	0.00	-542.52	0%			
054500	53310	RECREATION-CONTRACTUAL SERVICE	8,000.00	8,000.00	0.00	90.00	0.00	7,910.00	1%	8,000.00	8,000.00	0.00	0.00	0.00	5,580.00	30%			
054500	53400	RECREATION - BANK FEES	7,000.00	7,000.00	242.25	1,504.61	0.00	5,495.39	21%	6,000.00	6,000.00	225.93	2,637.44	0.00	3,362.56	44%			
054500	53410	RECREATION-COMMUNICATION SERVC	0.00	0.00	14.99	14.99	0.00	14.99	0%	612.00	612.00	0.00	0.00	0.00	612.00	0%			
054500	54190	RECREATION - FIELD LIGHTS	7,200.00	7,200.00	82.30	4,122.31	0.00	3,077.69	57%	4,500.00	4,500.00	82.82	5,680.10	0.00	-1,180.10	126%			
054500	54312	RECREATION - EQUIP MAINT/LEASE	12,000.00	12,000.00	90.00	639.88	0.00	11,360.12	5%	5,400.00	5,400.00	90.00	450.00	0.00	4,950.00	8%			
054500	55100	RECREATION - BUS TRIPS	55,000.00	55,000.00	0.00	50.06	0.00	54,949.94	0%	55,000.00	64,999.00	687.86	45,162.30	0.00	19,836.70	69%			
054500	55500	RECREATION-PRINTING&PUBLISHING	4,500.00	4,500.00	25.00	269.96	0.00	4,230.04	6%	4,500.00	4,500.00	0.00	150.00	0.00	4,350.00	3%			
054500	55600	RECREATION - DUES/SUBSCRIPTION	1,500.00	1,500.00	12.95	580.41	0.00	919.59	39%	1,500.00	1,500.00	65.94	311.88	0.00	1,188.12	21%			
054500	55800	RECREATION-TRAINING/STAFF DEVL	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0%	3,000.00	3,000.00	0.00	75.00	0.00	2,925.00	3%			
054500	55810	RECREATION - TRAVEL EXPENSE	500.00	500.00	0.00	0.00	0.00	500.00	0%	100.00	100.00	0.00	0.00	0.00	100.00	0%			
054500	55820	RECREATION - MEAL ALLOWANCE	150.00	150.00	0.00	0.00	0.00	150.00	0%	350.00	350.00	0.00	0.00	0.00	350.00	0%			
054500	56100	RECREATION - GENERAL SUPPLIES	1,000.00	1,000.00	0.00	11.15	0.00	988.85	1%	3,000.00	3,000.00	0.00	2,169.09	0.00	830.91	72%			
054500	56151	RECREATION - PROGRAM SUPPLIES	7,000.00	7,000.00	0.00	795.03	0.00	6,204.97	11%	14,000.00	14,000.00	30.64	3,623.67	0.00	10,376.33	26%			
054500	56152	RECREATION-ATHLETIC SUPPLIES	300.00	300.00	0.00	336.68	0.00	-36.68	112%	500.00	500.00	0.00	400.84	0.00	99.16	80%			
054500	56250	RECREATION - POSTAGE	600.00	600.00	5.10	31.60	0.00	568.40	5%	900.00	900.00	1.50	10.00	0.00	889.00	1%			
054500	56260	RECREATION - ADVERTISING	2,500.00	2,500.00	70.00	655.28	0.00	1,844.72	26%	400.00	400.00	70.00	350.00	0.00	50.00	88%			
054500	57410	RECREATION - EQUIPMENT PURCH	13,000.00	13,000.00	128.32	495.73	0.00	12,504.27	4%	3,000.00	3,000.00	417.98	6,692.91	0.00	-3,692.91	223%			
Total 05 RECREATION FUND			369,137.87	369,137.87	6,842.28	83,855.55	0.00	285,282.32	23%	310,706.00	320,705.00	7,610.43	210,305.92	0.00	110,399.08	66%			
074321	51150	SW - PART TIME	12,502.51	12,502.51	1,080.00	1,080.00	0.00	11,422.51	9%	12,137.00	12,137.00	901.54	4,199.68	0.00	7,937.32	35%			
074321	53311	SW -POST CLOSURE LANDFILL TEST	35,000.00	35,000.00	595.46	1,385.21	0.00	33,614.79	4%	35,000.00	35,000.00	0.00	4,968.51	0.00	30,031.49	14%			
074321	54210	SW - FRIED REMOVAL	2,600.00	2,600.00	990.00	3,030.00	0.00	-430.00	117%	2,600.00	2,600.00	0.00	1,936.00	0.00	664.00	74%			
074321	54220	SW - HOUSEHOLD HAZARDOUS	15,000.00	15,000.00	0.00	23,714.54	0.00	-8,714.54	158%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
074321	54230	SW - LAMPFIRE REG. CO-OP	4,200.00	4,200.00	0.00	0.00	0.00	4,200.00	0%	4,200.00	4,200.00	0.00	0.00	0.00	4,200.00	0%			
074321	54240	SW - RECYCLING CONTRACT	240,000.00	240,000.00	34,854.65	176,759.81	0.00	63,240.19	74%	225,000.00	225,000.00	20,892.43	101,960.25	0.00	123,039.75	45%			
074321	54400	SW - EQUIPMENT LEASE	1,250.00	1,250.00	110.00	930.00	0.00	320.00	74%	1,250.00	1,250.00	82.00	912.00	0.00	338.00	73%			
074321	54911	SW- MSW CONTRACT	220,000.00	220,000.00	26,923.94	134,663.52	0.00	85,336.48	61%	206,000.00	206,000.00	17,228.43	95,654.23	0.00	110,345.77	46%			
074321	55500	SW - PRINTING & PUBLICATION	500.00	500.00	0.00	0.00	0.00	500.00	0%	500.									

Town of Newmarket, New Hampshire
Preliminary Expense Report
For the Period Ended December 2020

Fiscal Year 2021										Fiscal Year 2020									
ORG	OBJ	ACCOUNT DESCRIPTION	BUDGET	REVISED BUDGET W/PRIOR YEAR ENCUMBRANCES	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	BUDGET	REVISED BUDGET W/PRIOR YEAR ENCUMBRANCES	MTD EXPENDED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED			
204332	51100	WATER - FULL TIME SALARIES	181,654.31	181,654.31	21,152.64	90,057.10	0.00	91,597.21	50%	160,855.00	160,855.00	12,619.90	73,736.71	0.00	87,118.29	46%			
204332	51150	WATER - PART TIME SALARIES	4,749.00	4,749.00	561.66	2,312.63	0.00	2,436.37	49%	4,612.00	4,612.00	408.42	2,181.90	0.00	2,430.10	47%			
204332	51400	WATER - OVERTIME	14,000.00	14,000.00	591.70	3,595.00	0.00	10,405.00	26%	14,000.00	14,000.00	500.91	5,321.31	0.00	8,678.69	38%			
204332	51900	WATER - LONGEVITY	1,350.00	1,350.00	1,462.50	1,462.50	0.00	-112.50	108%	1,250.00	1,250.00	1,350.00	1,350.00	0.00	-100.00	108%			
204332	51990	WATER - MERIT INCREASE	8,996.00	8,996.00	0.00	0.00	0.00	8,996.00	0%	9,936.00	9,936.00	0.00	0.00	0.00	9,936.00	0%			
204332	52100	WATER - HEALTH INSURANCE	53,087.20	53,087.20	4,376.37	30,624.59	0.00	22,462.61	58%	51,534.00	51,534.00	4,349.73	30,448.11	0.00	21,085.89	59%			
204332	52150	WATER - LIFE/DISABILITY INS	1,343.79	1,343.79	152.40	914.71	0.00	429.08	68%	1,383.00	1,383.00	152.43	914.58	0.00	468.42	66%			
204332	52200	WATER - FICA	12,425.00	12,425.00	1,325.26	5,545.65	0.00	6,879.35	45%	11,743.00	11,743.00	855.62	4,687.28	0.00	7,055.72	40%			
204332	52250	WATER - MEDICARE	2,906.00	2,906.00	309.97	1,295.59	0.00	1,610.41	45%	2,746.00	2,746.00	200.08	1,096.20	0.00	1,649.80	40%			
204332	52300	WATER - RETIREMENT	20,878.77	20,878.77	2,443.96	10,355.56	0.00	10,523.21	50%	20,781.00	20,781.00	1,613.03	8,708.40	0.00	12,072.60	42%			
204332	52500	WATER - UNEMPLOYMENT	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0%	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0%			
204332	52600	WATER - WORKERS COMPENSATION	5,000.00	5,000.00	0.00	3,748.94	0.00	1,251.06	75%	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0%			
204332	53010	WATER - AUDIT	4,895.00	5,255.00	1,839.75	4,764.25	0.00	490.75	91%	4,895.00	4,895.00	1,045.50	2,890.50	1,906.50	98.00	98%			
204332	53100	WATER - ENGINEERING	30,000.00	44,326.40	0.00	6,298.11	20,378.29	17,650.00	60%	30,000.00	47,052.36	0.00	5,392.75	29,335.86	12,322.75	74%			
204332	53200	WATER - LEGAL EXPENSES	0.00	0.00	0.00	4,000.00	0.00	-4,000.00	0%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
204332	53310	WATER - CONTRACTED SERVICES	14,000.00	14,000.00	45.00	6,119.75	0.00	7,880.25	44%	15,000.00	15,000.00	825.00	7,803.50	0.00	7,196.50	52%			
204332	53410	WATER - COMMUNICATION SERVICES	7,200.00	7,200.00	388.43	4,439.36	0.00	2,760.64	62%	7,000.00	7,000.00	110.88	1,658.14	1,012.00	7,239.86	07%			
204332	54100	WATER - ELECTRICITY	78,000.00	78,000.00	0.00	17,565.11	0.00	60,434.89	23%	75,000.00	75,000.00	5,190.46	24,467.57	0.00	50,532.43	33%			
204332	54300	WATER - BUILDING MAINTENANCE	12,000.00	12,000.00	0.00	3,670.41	0.00	8,329.59	31%	10,000.00	10,000.00	0.00	6,162.83	0.00	3,837.17	62%			
204332	54311	WATER - SYSTEM MAINTENANCE	55,000.00	55,000.00	1,854.32	25,779.99	0.00	29,220.01	47%	55,000.00	56,500.00	0.00	14,644.87	8,000.00	33,855.13	40%			
204332	54312	WATER - EQUIP MAINT/LEASE	4,000.00	4,000.00	443.81	950.19	0.00	3,049.81	25%	4,000.00	4,000.00	84.32	2,528.34	0.00	1,471.66	63%			
204332	55200	WATER - PROPERTY/LIABILITY INS	5,180.00	5,180.00	0.00	5,042.82	0.00	137.18	97%	5,180.00	5,180.00	0.00	4,163.52	0.00	1,016.48	80%			
204332	55600	WATER - DUES/SUBSCRIPTIONS	1,100.00	1,100.00	635.50	635.50	0.00	464.50	58%	1,100.00	1,100.00	1,015.83	1,115.83	0.00	-15.83	101%			
204332	55800	WATER - TRAINING/STAFF DEVELOP	3,500.00	3,500.00	0.00	354.30	0.00	3,145.70	10%	3,500.00	3,500.00	0.00	910.45	0.00	2,589.55	26%			
204332	56100	WATER - GENERAL SUPPLIES	4,600.00	4,600.00	731.25	2,233.54	0.00	2,366.46	49%	4,000.00	4,000.00	146.53	1,865.49	0.00	2,134.51	47%			
204332	56161	WATER - CHEMICALS	17,000.00	17,000.00	0.00	5,162.35	3,703.30	8,134.35	52%	24,000.00	25,511.40	0.00	10,181.37	0.00	15,330.03	40%			
204332	56250	WATER - POSTAGE	3,700.00	3,700.00	2.00	1,497.60	0.00	2,202.40	40%	3,700.00	3,700.00	84.95	1,326.15	0.00	2,373.85	36%			
204332	56260	WATER - ADVERTISING	2,500.00	2,500.00	0.00	453.83	0.00	2,046.17	18%	2,500.00	2,500.00	0.00	240.00	0.00	2,260.00	10%			
204332	56350	WATER - GASOLINE	3,450.00	3,450.00	115.06	1,598.88	0.00	2,690.12	22%	3,300.00	3,300.00	148.75	2,574.29	0.00	725.71	78%			
204332	56370	WATER - LP GAS	15,000.00	15,000.00	0.00	882.58	0.00	14,117.42	6%	15,000.00	15,000.00	0.00	2,013.70	0.00	12,986.30	13%			
204332	56601	WATER - VEHICLE MAINTENANCE	6,000.00	6,000.00	563.06	1,840.05	0.00	4,159.95	31%	6,000.00	6,000.00	220.65	2,328.60	0.00	3,671.40	39%			
204332	56800	WATER - UNIFORMS	3,850.00	3,850.00	68.42	1,045.82	0.00	2,804.18	27%	3,000.00	3,000.00	136.84	1,428.61	0.00	1,571.39	48%			
204332	57100	WATER - LAND ACQUISITION	20,000.00	20,000.00	20,000.00	20,000.00	0.00	0.00	100%	20,000.00	20,000.00	0.00	20,000.00	0.00	0.00	100%			
204332	61100	WATER - TRANSFER TO CAP RES	169,585.00	169,585.00	0.00	169,585.00	0.00	0.00	100%	64,002.00	64,002.00	0.00	64,002.00	0.00	0.00	100%			
204332	62800	WATER - BONDS & NOTES PRINCIPLE	131,662.00	131,662.00	0.00	131,661.13	0.00	0.87	100%	131,662.00	131,662.00	0.00	131,661.13	0.00	0.87	100%			
204332	62810	WATER - BONDS & NOTES INTEREST	125,663.00	125,663.00	0.00	43,869.49	0.00	81,793.51	35%	48,446.00	48,446.00	0.00	46,450.00	0.00	2,996.00	96%			
Total 20 WATER TREATMENT FUND			1,026,475.07	1,041,161.47	59,065.06	608,593.33	24,081.59	408,486.55	61%	822,125.00	842,188.76	31,062.83	484,254.18	42,234.36	315,880.22	63%			
304335	51100	WW - FULL TIME SALARIES	326,802.00	326,802.00	39,072.24	165,350.32	0.00	161,451.68	51%	304,772.00	304,772.00	24,915.90	133,968.69	0.00	170,803.31	44%			
304335	51150	WASTEWATER - PART TIME SALARIES	4,749.00	4,749.00	561.66	2,332.63	0.00	2,416.37	49%	4,612.00	4,612.00	408.42	2,181.90	0.00	2,430.10	47%			
304335	51400	WASTEWATER - OVERTIME	23,000.00	23,000.00	2,682.55	8,776.89	0.00	14,223.11	38%	23,000.00	23,000.00	1,607.47	7,280.76	0.00	15,719.24	32%			
304335	51900	WASTEWATER - LONGEVITY	2,475.00	2,475.00	2,362.50	2,362.50	0.00	-112.50	95%	2,050.00	2,050.00	2,250.00	2,250.00	0.00	-200.00	110%			
304335	51990	WASTEWATER - MERIT INCREASE	15,976.00	15,976.00	0.00	0.00	0.00	15,976.00	0%	10,828.00	10,828.00	0.00	0.00	0.00	10,828.00	0%			
304335	52100	WASTEWATER - HEALTH INSURANCE	111,525.92	111,525.92	7,717.57	53,740.54	0.00	57,785.38	48%	123,543.00	123,543.00	9,340.09	62,539.01	0.00	61,013.99	51%			
304335	52150	WASTEWATER - LIFE/DSABILITY I	3,131.26	3,131.26	307.85	1,847.98	0.00	1,283.28	59%	3,000.00	3,000.00	308.08	1,747.94	0.00	1,252.06	58%			
304335	52200	WASTEWATER - FICA	22,973.00	22,973.00	2,742.26	10,507.39	0.00	12,465.61	46%	21,279.00	21,279.00	1,662.65	8,220.82	0.00	13,058.18	39%			
304335	52250	WASTEWATER - MEDICARE	5,373.00	5,373.00	641.34	2,457.38	0.00	2,915.62	46%	4,977.00	4,977.00	388.87	1,922.62	0.00	3,054.38	39%			
304335	52300	WASTEWATER - RETIREMENT	41,446.00	41,446.00	4,935.40	19,340.64	0.00	22,106.36	47%	38,533.00	38,533.00	1,123.53	15,708.65	0.00	22,824.35	41%			
304335	52500	WASTEWATER - UNEMPLOYMENT INS.	1,400.00	1,400.00	0.00	0.00	0.00	1,400.00	0%	1,400.00	1,400.00	0.00	0.00	0.00	1,400.00	0%			
304335	52600	WASTEWATER - WORKERS COMP.	9,405.75	9,405.75	0.00	7,045.63	0.00	2,360.12	75%	6,324.00	6,324.00	0.00	0.00	0.00	6,324.00	0%			
304335	53010	WASTEWATER - AUDIT	5,000.00	5,360.00	1,879.35	4,859.05	0.00	500.95	91%	4,895.00	4,895.00	1,045.50	2,890.50	1,906.50	98.00	98%			
304335	53100	WASTEWATER - ENGINEERING	30,000.00	44,864.96	0.00	13,333.12	2,723.81	28,008.03	36%	30,000.00	49,937.27	0.00	11,733.46	24,820.06	13,383.75	73%			
304335	53310	WASTEWATER-CONTRACTUAL SERVICES	15,500.00	15,500.00	216.32	9,767.67	0.00	5,732.33	63%	13,000.00	13,000.00	825.00	18,765.50	1,095.00	-6,860.50	153%			
304335	53340	WASTEWATER - EMPLOYEE TESTING	750.00	750.00	0.00	0.00	0.00	750.00	0%	750.00	750.00	0.00	0.00	0.00	750.00	0%			
304335	53361	WASTEWATER - VOTES PERMITS	100,000.00	184,371.11	0.00	80,563.12	45,680.19	58,128.00	68%	100,000.00	172,276.16	0.00	21,561.73	70,571.18	85,144.15	52%			
304335	53410	WASTEWATER-COMMUNIC. SERVICE	7,800.00	7,800.00	418.68	5,020.51	0.00	2,779.49	64%	7,800.00	7,800.00	257.72	2,783.75	3,012.00	2,004.25	74%			
304335	54100	WASTEWATER - ELECTRICITY	125,000.00	125,000.00	0.00	38,730.77	0.00	86,269.23	31%	135,000.00	135,000.00	9,505.78	44,190.79	0.00	90,809.21	33%			
304335	54110	WASTEWATER - HEAT & OIL	25,000.00	25,000.00	969.52	3,306.26	0.00	21,693.74	13%	15,000.00	15,000.00	166.53	3,319.35	0.00	11,680.65	22%			
304335	54180	WASTEWATER - BUILDING MAINT	40,000.00	47,146.38	3,351.07	40,664.29	1,800.00	1,282.09	97%	30,000.00	30,000.00	915.4	24,408.25	953.00	4,638.75	85%			
304335	54310	WASTEWATER - EQUIPMENT MAINT	0.00	0.00	0.00	25.75	0.00	-25.75	0%	0.00	0.00	0.00	0.00	0.00	0.00	0%			
304335	54311	WASTEWATER - SYSTEM MAINTENANCE	54,000.00	54,000.00	954.42	23,208.67	6,200.00	24,591.33	54%	51,000.00	51,000.00	0.00	23,705.53	14,500.00	25,844.47	49%			
304335	55200	WASTEWATER - PROP & LAB INS	10,575.00	10,575.00	0.0														



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

ATTACHMENTS:

Description	Upload Date	Type
Department Reports December 2020	1/13/2021	Cover Memo



Monthly Department Reports to the Town Council

December 2020

Police Activity

Newmarket Police 3-year comparable statistics for the month of December, 2020.

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total calls for service	1515	1493	1667
Motor vehicle stops	128	235	309
Arrests	8	9	7
Offense reports	24	31	34
M/V accidents	12	10	107
Parking tickets	48	67	70
Drug Overdoses	0	0	1
Alarms	11	11	16
Unattended death/Suicide	1	1	1

During the month of December, the Newmarket Police Dispatch Center documented 1515 calls for service. We have investigated 35 criminal complaints that require active investigations in 24 of them. The cases involve; Domestic Violence Assault, 2nd Degree Assault, Simple Assault, Theft by Unauthorized Taking, Theft by Deception, Credit Card Fraud, Criminal Mischief, Resisting Arrest or Detention. Several motor vehicle complaints were received and investigated to include; Driving after Suspension, Driving While Intoxicated, Open Container, Conduct After an Accident as well as several other motor vehicle infractions. Patrol Officers handled a number of alarms and welfare checks over the month.

Covid-19.

In December, one (1) member of the Police Department tested positive for Covid-19. This employee has fully recovered and has returned to work. Fortunately, no other members of the department were exposed. In-house contact tracing was immediately initiated and steps were taken as a precaution to prevent exposure.

We have registered all members of the Police Department to be eligible for the Covid-19 vaccine. Several members of the department have received the first of two shots during the last week of December. The information on the rollout changes almost daily. Fortunately, we've been able to stay on top of it.

Personnel

With the retirement of Lt. Rick Beaudet, we held a promotional process to backfill this important position. The process consisted of a written examination, oral board interviews and staff assessments. To be completely fair and impartial, two (2) law enforcement leaders from outside the County were brought in to complete the oral board interviews. As a result of this process, Detective Scott Kukes is being promoted to the rank of Lieutenant effective January 1, 2020. Scott is an 18-year veteran of the department and has worked in many capacities. He is a stellar investigator, having worked on numerous complex criminal investigations throughout his career. He is well respected throughout the law enforcement community and I am confident in his abilities to assume this position.



Training

Officers who were unable to attend the fall firearms training and qualifications due to scheduling or Covid protocols completed the training in December.

Parking Violations

In December, patrol officers issued 48 parking tickets. We continue to be active in the parking enforcement in the downtown area. A reminder to all that the overnight winter parking ban is in full effect. Vehicles found to be parked in violation are subject to ticketing and towing. This is especially

important to remember as we move into the winter season. If anyone is parked on Main Street or a side street and is interfering with the Department of Public Works snow removal, they will be towed.

Motor Vehicle Accidents

During the month of December, we responded to 12 motor vehicle accidents. None of the accidents were serious.

Fleet

All vehicles in the fleet are currently working and are being closely monitored by supervisors. We are still in the process of gathering information and quotes for cruiser replacements.

Police Station Maintenance:

The police station facility is in good working condition. Thayer Company was present this month to update our HVAC system.

Drug related issues

In December we did not respond to any opiate related overdoses. Our police officers continue to work with those individuals and families that are affected by this epidemic. We continue to treat this epidemic as a disease and not a crime. I am extremely proud of their work and dedication to this cause.

Below are 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 deaths resulting

2018- 6 Overdoses with 2 deaths resulting

2019- 3 Overdoses with 1 death resulting

2020- 8 Overdoses with 2 death resulting

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 2020/2021 Budget:

We are six months into the fiscal year 2020-2021. I am unable to provide an exact figure at this point.

Respectfully Submitted,

Kyle True

Police Chief

Fire and Rescue

In December, the Department responded to 101 calls for service; 80 of which were medical calls, transporting 70 patients to area hospitals. The ambulance responded to Newfields for six medicals, transporting five patients. The ladder responded to Stratham and Lee for building fires. The high volume of calls was due to the Covid pandemic.

The pre-build was held for the new engine; the truck is on the assembly line now. It should deliver in November/December 2021.

The department has been enrolled in the FROST Program. This program identifies asymptomatic personnel with COVID-19 by providing rapid antigen testing. We have begun testing employees and have had no positive test results. These tests are optional for employees; we have had a great response from our employees wanting to be tested.

The department did not hold the annual Christmas party for the seniors due to the pandemic. Instead, we held a drive through give away of 200 12-pound turkeys at the station. Arrangements were made to deliver a turkey for those seniors that could not get out. This event was made possible by the generous donations of a few local businesses.

A local business man donated \$10,000 to the department to get gifts for local families in need during the holiday. We delivered gifts to 83 kids and 45 families throughout town. The school department assisted us with identifying families that needed assistance.

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

Newmarket Fire & Rescue

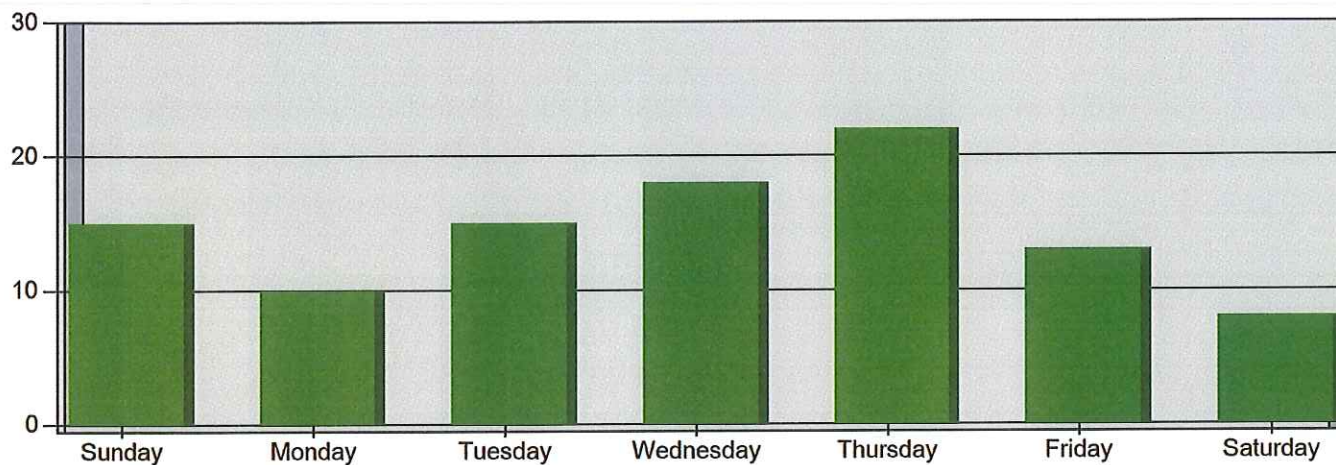
Newmarket, NH

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Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 12/01/2020 | End Date: 12/31/2020



DAY OF THE WEEK	# INCIDENTS
Sunday	15
Monday	10
Tuesday	15
Wednesday	18
Thursday	22
Friday	13
Saturday	8
TOTAL	101

Only Reviewed incidents included.



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Doc Id: 1284
Page # 1 of 1

Newmarket Fire & Rescue

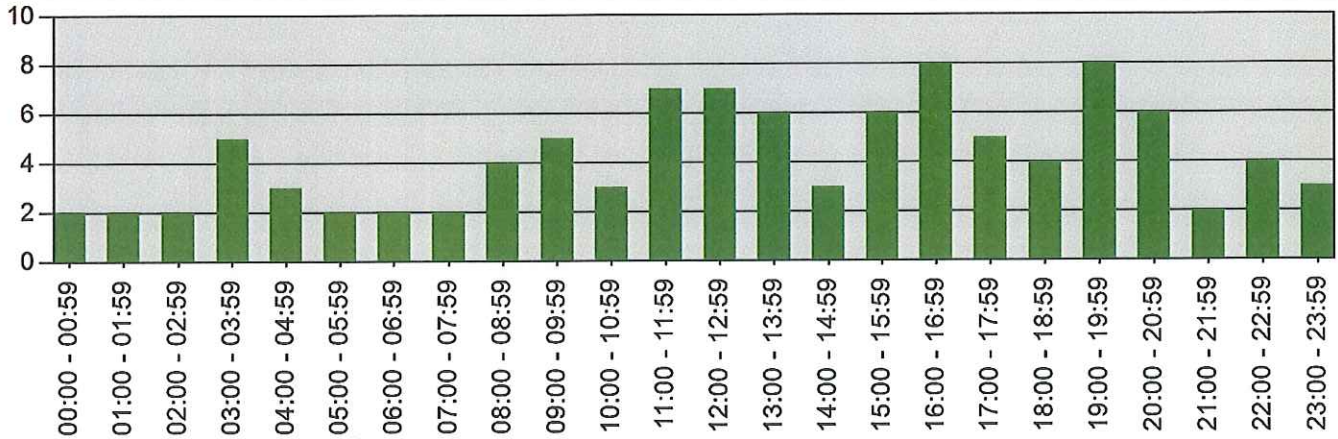
Newmarket, NH

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Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 12/01/2020 | End Date: 12/31/2020



Hour	# of CALLS
00:00 - 00:59	2
01:00 - 01:59	2
02:00 - 02:59	2
03:00 - 03:59	5
04:00 - 04:59	3
05:00 - 05:59	2
06:00 - 06:59	2
07:00 - 07:59	2
08:00 - 08:59	4
09:00 - 09:59	5
10:00 - 10:59	3
11:00 - 11:59	7
12:00 - 12:59	7
13:00 - 13:59	6
14:00 - 14:59	3
15:00 - 15:59	6
16:00 - 16:59	8
17:00 - 17:59	5
18:00 - 18:59	4
19:00 - 19:59	8
20:00 - 20:59	6
21:00 - 21:59	2
22:00 - 22:59	4
23:00 - 23:59	3
TOTAL:	101

Only REVIEWED incidents included.



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Page # 1 of 1

Newmarket Fire & Rescue

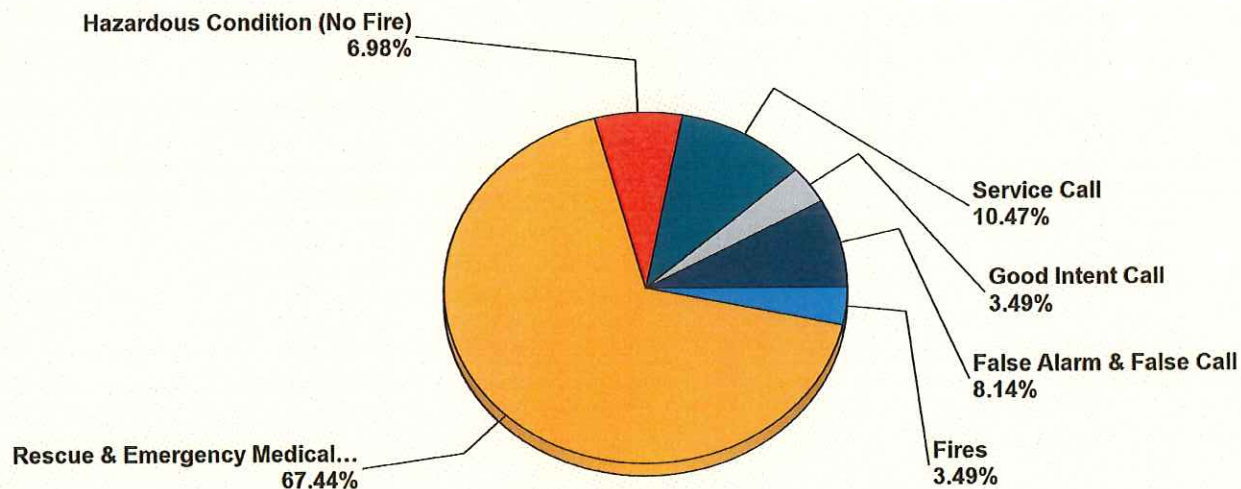
Newmarket, NH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2019 | End Date: 12/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires		3.49%
Rescue & Emergency Medical Service		67.44%
Hazardous Condition (No Fire)		6.98%
Service Call		10.47%
Good Intent Call		3.49%
False Alarm & False Call		8.14%
TOTAL	86	100%

Detailed Breakdown by Incident Type

INCIDENT TYPE		% of TOTAL
111 - Building fire		1.16%
112 - Fires in structure other than in a building		1.16%
113 - Cooking fire, confined to container		1.16%
311 - Medical assist, assist EMS crew		1.16%
320 - Emergency medical service, other		1.16%
321 - EMS call, excluding vehicle accident with injury		56.98%
322 - Motor vehicle accident with injuries		3.49%
324 - Motor vehicle accident with no injuries.		3.49%
340 - Search for lost person, other		1.16%
411 - Gasoline or other flammable liquid spill		1.16%
412 - Gas leak (natural gas or LPG)		2.33%
413 - Oil or other combustible liquid spill		1.16%
424 - Carbon monoxide incident		2.33%
500 - Service Call, other		1.16%
510 - Person in distress, other		1.16%
520 - Water problem, other		3.49%
521 - Water evacuation		1.16%
531 - Smoke or odor removal		1.16%
552 - Police matter		1.16%
554 - Assist invalid		1.16%
600 - Good intent call, other		1.16%
611 - Dispatched & cancelled en route		2.33%
711 - Municipal alarm system, malicious false alarm		1.16%
735 - Alarm system sounded due to malfunction		1.16%
736 - CO detector activation due to malfunction		2.33%
743 - Smoke detector activation, no fire - unintentional		1.16%
745 - Alarm system activation, no fire - unintentional		1.16%
746 - Carbon monoxide detector activation, no CO		1.16%
TOTAL INCIDENTS:	86	100%

Newmarket Fire & Rescue

Newmarket, NH

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

Incident Type Range: 100 - 911 | StartDate: 12/01/2020 | EndDate: 12/31/2020

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Automatic aid given				
12/29/2020				1 - Station 1

Percentage of Total Incidents: 0.99%

AID TYPE: Mutual aid given				
12/10/2020				1 - Station 1
12/18/2020				1 - Station 1

Percentage of Total Incidents: 1.98%

AID TYPE: Mutual aid received				
12/03/2020				1 - Station 1
12/20/2020				1 - Station 1
12/20/2020				1 - Station 1
12/22/2020				1 - Station 1
12/22/2020				1 - Station 1

Percentage of Total Incidents: 4.95%

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



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Page # 1 of 1

Newmarket Fire & Rescue

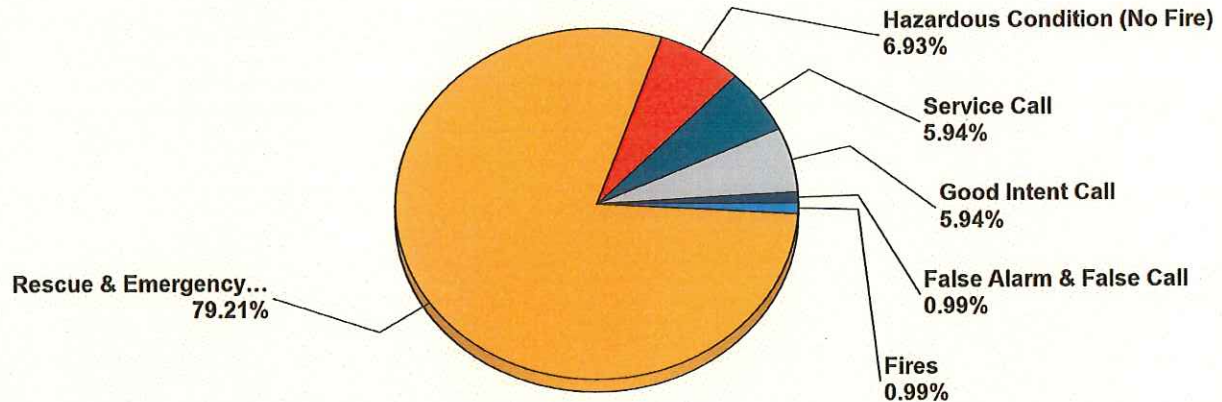
Newmarket, NH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires		0.99%
Rescue & Emergency Medical Service		79.21%
Hazardous Condition (No Fire)		6.93%
Service Call		5.94%
Good Intent Call		5.94%
False Alarm & False Call		0.99%
TOTAL	101	100%

Detailed Breakdown by Incident Type

INCIDENT TYPE		% of TOTAL
111 - Building fire		0.99%
311 - Medical assist, assist EMS crew		1.98%
320 - Emergency medical service, other		0.99%
321 - EMS call, excluding vehicle accident with injury		73.27%
322 - Motor vehicle accident with injuries		0.99%
324 - Motor vehicle accident with no injuries.		1.98%
412 - Gas leak (natural gas or LPG)		3.96%
424 - Carbon monoxide incident		1.98%
440 - Electrical wiring/equipment problem, other		0.99%
500 - Service Call, other		0.99%
511 - Lock-out		0.99%
520 - Water problem, other		0.99%
522 - Water or steam leak		0.99%
550 - Public service assistance, other		0.99%
561 - Unauthorized burning		0.99%
600 - Good intent call, other		1.98%
611 - Dispatched & cancelled en route		2.97%
651 - Smoke scare, odor of smoke		0.99%
744 - Detector activation, no fire - unintentional		0.99%
TOTAL INCIDENTS:	101	100%

Newmarket Fire & Rescue

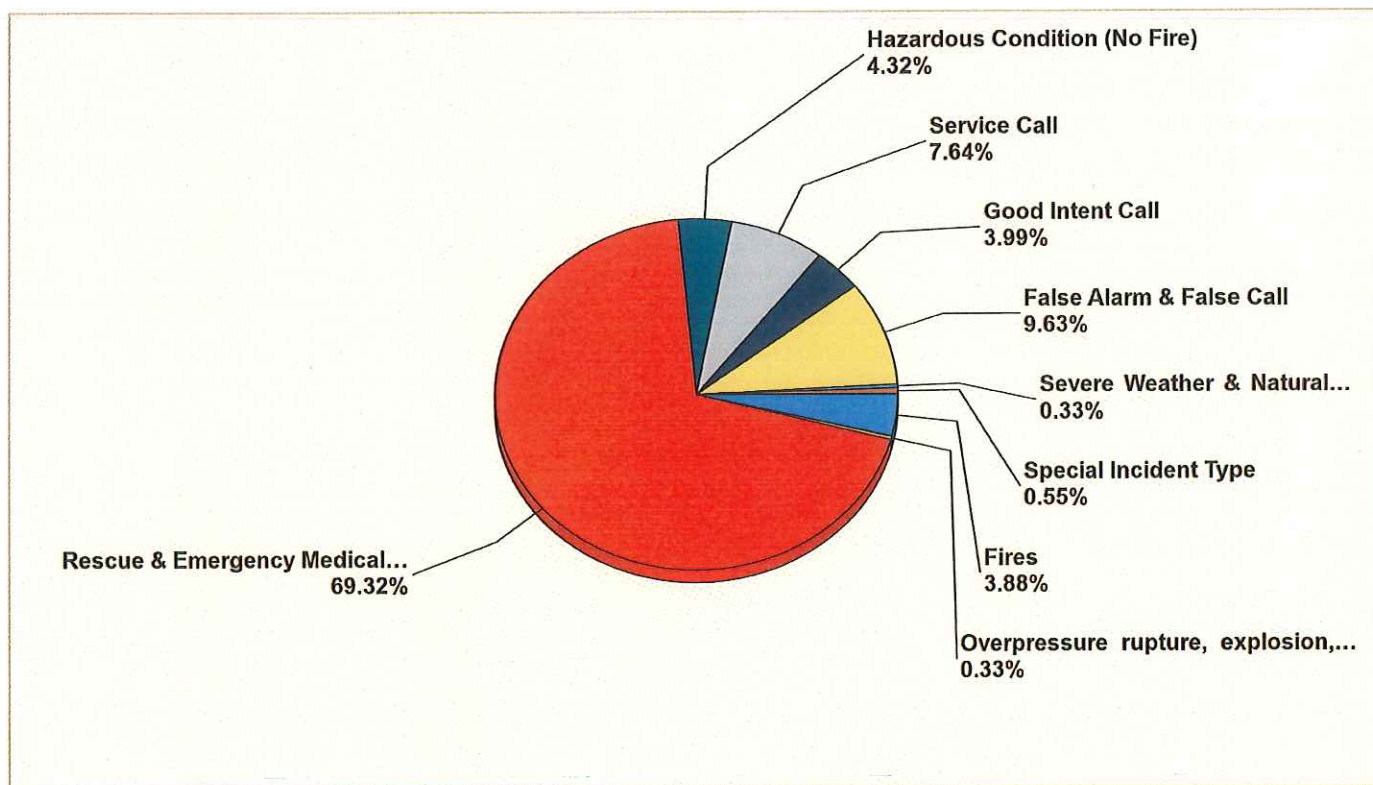
Newmarket, NH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires		3.88%
Overpressure rupture, explosion, overheating - no fire		0.33%
Rescue & Emergency Medical Service		69.32%
Hazardous Condition (No Fire)		4.32%
Service Call		7.64%
Good Intent Call		3.99%
False Alarm & False Call		9.63%
Severe Weather & Natural Disaster		0.33%
Special Incident Type		0.55%
TOTAL	903	100%

Detailed Breakdown by Incident Type

INCIDENT TYPE		% of TOTAL
100 - Fire, other		0.11%
111 - Building fire		1.11%
113 - Cooking fire, confined to container		0.33%
114 - Chimney or flue fire, confined to chimney or flue		0.33%
116 - Fuel burner/boiler malfunction, fire confined		0.11%
131 - Passenger vehicle fire		0.22%
140 - Natural vegetation fire, other		0.33%
141 - Forest, woods or wildland fire		0.11%
142 - Brush or brush-and-grass mixture fire		0.66%
152 - Garbage dump or sanitary landfill fire		0.11%
154 - Dumpster or other outside trash receptacle fire		0.22%
160 - Special outside fire, other		0.22%
251 - Excessive heat, scorch burns with no ignition		0.33%
300 - Rescue, EMS incident, other		0.11%
311 - Medical assist, assist EMS crew		1.11%
320 - Emergency medical service, other		1.88%
321 - EMS call, excluding vehicle accident with injury		64.34%
322 - Motor vehicle accident with injuries		0.44%
324 - Motor vehicle accident with no injuries.		1.11%
353 - Removal of victim(s) from stalled elevator		0.22%
381 - Rescue or EMS standby		0.11%
400 - Hazardous condition, other		0.22%
410 - Combustible/flammable gas/liquid condition, other		0.22%
411 - Gasoline or other flammable liquid spill		0.22%
412 - Gas leak (natural gas or LPG)		1.22%
413 - Oil or other combustible liquid spill		0.22%
424 - Carbon monoxide incident		0.66%
440 - Electrical wiring/equipment problem, other		0.33%
441 - Heat from short circuit (wiring), defective/worn		0.11%
442 - Overheated motor		0.11%
444 - Power line down		0.33%
445 - Arcing, shorted electrical equipment		0.44%
460 - Accident, potential accident, other		0.11%
461 - Building or structure weakened or collapsed		0.11%
500 - Service Call, other		0.66%
510 - Person in distress, other		0.11%
511 - Lock-out		1.11%
520 - Water problem, other		0.44%
521 - Water evacuation		0.11%
522 - Water or steam leak		0.11%
531 - Smoke or odor removal		0.78%
541 - Animal problem		0.11%
550 - Public service assistance, other		0.78%
551 - Assist police or other governmental agency		0.33%
553 - Public service		1%
554 - Assist invalid		0.55%
555 - Defective elevator, no occupants		0.11%
561 - Unauthorized burning		0.33%
571 - Cover assignment, standby, moveup		1.11%
600 - Good intent call, other		1.22%
611 - Dispatched & cancelled en route		1.77%
622 - No incident found on arrival at dispatch address		0.22%
650 - Steam, other gas mistaken for smoke, other		0.11%
651 - Smoke scare, odor of smoke		0.55%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.11%



Detailed Breakdown by Incident Type

INCIDENT TYPE		% of TOTAL
700 - False alarm or false call, other		0.22%
711 - Municipal alarm system, malicious false alarm		0.44%
713 - Telephone, malicious false alarm		0.22%
715 - Local alarm system, malicious false alarm		0.33%
730 - System malfunction, other		0.66%
733 - Smoke detector activation due to malfunction		1.66%
734 - Heat detector activation due to malfunction		0.11%
735 - Alarm system sounded due to malfunction		0.89%
736 - CO detector activation due to malfunction		0.66%
740 - Unintentional transmission of alarm, other		0.44%
743 - Smoke detector activation, no fire - unintentional		1.22%
744 - Detector activation, no fire - unintentional		0.66%
745 - Alarm system activation, no fire - unintentional		1.88%
746 - Carbon monoxide detector activation, no CO		0.22%
800 - Severe weather or natural disaster, other		0.11%
813 - Wind storm, tornado/hurricane assessment		0.22%
900 - Special type of incident, other		0.55%
TOTAL INCIDENTS:	903	100%

Newmarket Fire & Rescue

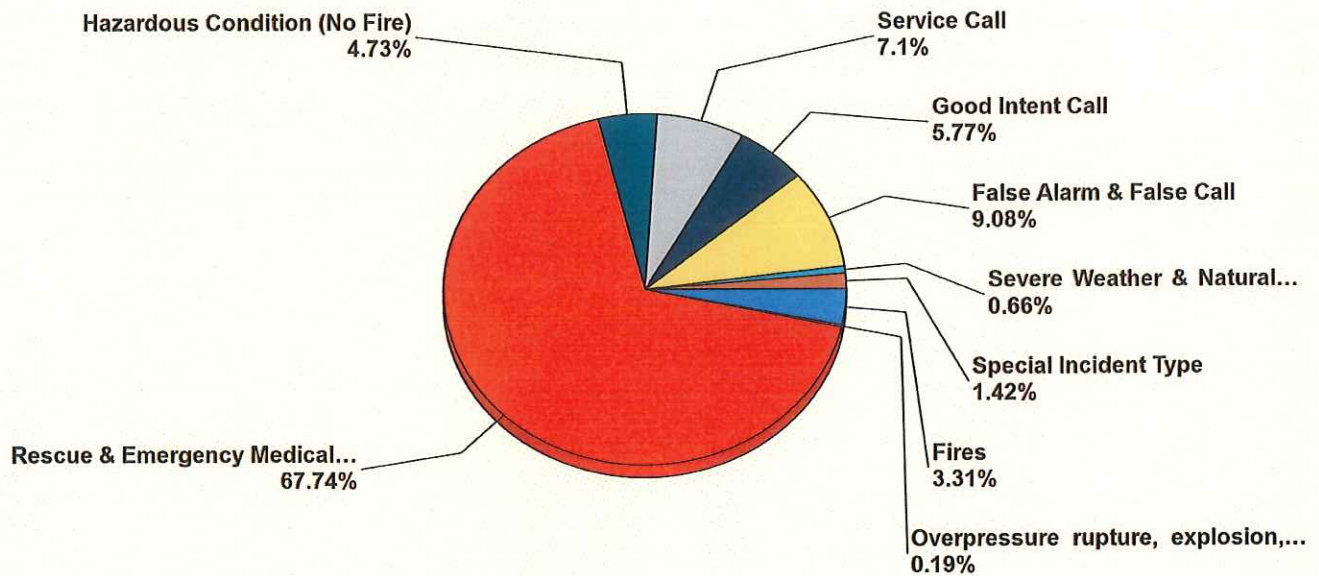
Newmarket, NH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 12/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires		3.31%
Overpressure rupture, explosion, overheating - no fire		0.19%
Rescue & Emergency Medical Service		67.74%
Hazardous Condition (No Fire)		4.73%
Service Call		7.1%
Good Intent Call		5.77%
False Alarm & False Call		9.08%
Severe Weather & Natural Disaster		0.66%
Special Incident Type		1.42%
TOTAL	1057	100%

Detailed Breakdown by Incident Type

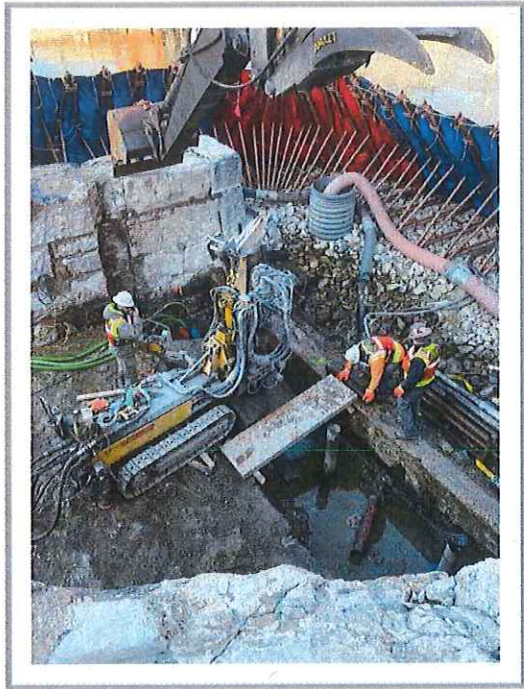
INCIDENT TYPE		% of TOTAL
100 - Fire, other		0.28%
111 - Building fire		1.32%
112 - Fires in structure other than in a building		0.09%
113 - Cooking fire, confined to container		0.19%
114 - Chimney or flue fire, confined to chimney or flue		0.28%
130 - Mobile property (vehicle) fire, other		0.09%
140 - Natural vegetation fire, other		0.19%
141 - Forest, woods or wildland fire		0.19%
142 - Brush or brush-and-grass mixture fire		0.38%
151 - Outside rubbish, trash or waste fire		0.09%
153 - Construction or demolition landfill fire		0.09%
154 - Dumpster or other outside trash receptacle fire		0.09%
212 - Overpressure rupture of steam boiler		0.09%
223 - Air or gas rupture of pressure or process vessel		0.09%
300 - Rescue, EMS incident, other		0.19%
311 - Medical assist, assist EMS crew		0.95%
320 - Emergency medical service, other		2.74%
321 - EMS call, excluding vehicle accident with injury		60.17%
322 - Motor vehicle accident with injuries		1.23%
323 - Motor vehicle/pedestrian accident (MV Ped)		0.09%
324 - Motor vehicle accident with no injuries.		1.89%
340 - Search for lost person, other		0.19%
381 - Rescue or EMS standby		0.28%
400 - Hazardous condition, other		0.28%
410 - Combustible/flammable gas/liquid condition, other		0.09%
411 - Gasoline or other flammable liquid spill		0.19%
412 - Gas leak (natural gas or LPG)		1.32%
413 - Oil or other combustible liquid spill		0.38%
424 - Carbon monoxide incident		0.85%
440 - Electrical wiring/equipment problem, other		0.47%
442 - Overheated motor		0.09%
444 - Power line down		0.85%
445 - Arcing, shorted electrical equipment		0.19%
500 - Service Call, other		0.95%
510 - Person in distress, other		0.09%
511 - Lock-out		0.38%
520 - Water problem, other		0.85%
521 - Water evacuation		0.19%
531 - Smoke or odor removal		0.66%
550 - Public service assistance, other		1.23%
551 - Assist police or other governmental agency		0.38%
552 - Police matter		0.28%
553 - Public service		0.66%
554 - Assist invalid		0.47%
561 - Unauthorized burning		0.09%
571 - Cover assignment, standby, moveup		0.85%
600 - Good intent call, other		1.89%
611 - Dispatched & cancelled en route		2.46%
631 - Authorized controlled burning		0.09%
651 - Smoke scare, odor of smoke		0.95%
652 - Steam, vapor, fog or dust thought to be smoke		0.09%
661 - EMS call, party transported by non-fire agency		0.09%
671 - HazMat release investigation w/no HazMat		0.19%
700 - False alarm or false call, other		1.04%
711 - Municipal alarm system, malicious false alarm	2	0.19%

Detailed Breakdown by Incident Type

INCIDENT TYPE		% of TOTAL
713 - Telephone, malicious false alarm		0.09%
714 - Central station, malicious false alarm		0.09%
715 - Local alarm system, malicious false alarm		0.09%
730 - System malfunction, other		0.28%
733 - Smoke detector activation due to malfunction		0.57%
734 - Heat detector activation due to malfunction		0.19%
735 - Alarm system sounded due to malfunction		1.14%
736 - CO detector activation due to malfunction		1.23%
740 - Unintentional transmission of alarm, other		0.57%
741 - Sprinkler activation, no fire - unintentional		0.09%
743 - Smoke detector activation, no fire - unintentional		0.95%
744 - Detector activation, no fire - unintentional		0.28%
745 - Alarm system activation, no fire - unintentional		2.08%
746 - Carbon monoxide detector activation, no CO		0.19%
800 - Severe weather or natural disaster, other		0.09%
813 - Wind storm, tornado/hurricane assessment		0.57%
900 - Special type of incident, other		1.32%
911 - Citizen complaint		0.09%
TOTAL INCIDENTS:	1057	100%

Public Works

The Macallen Dam Project is back on schedule. The micro-piles have been installed and the foundation work which will support the new crest gate is almost finished. The project is about one month behind schedule due to weather and unforeseen change orders. The budget for the project is still on track. We continue to assist SumCo with the project to keep the cost down.





We had eight weather events in December and 14 inches of snow. There are no concerns with the snow removal budget at this time.

Eversource is continuing with their tree trimming program. The bulk of the work will be on the west side of town. Crews from Asplundh will be in town for the next two months.

Crews have been performing preventive maintenance on all town equipment between weather events and when it is not snowing.

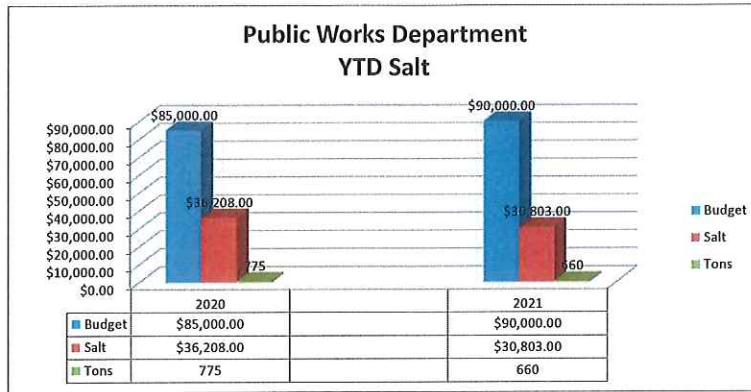
I have attached charts with activity reports for the month of December.

	Budget	Gas	Gallons	Avg. Price	Budget	Diesel	Gallons	Avg. Price
2021	\$12,500.00	\$11,428.00	7,648	\$1.49	\$32,000.00	\$8,844.00	5,626	\$1.57
2020	\$12,000.00	\$19,768.00	9,940	\$1.99	\$32,000.00	\$20,462.00	9,050	\$2.27

Public Works Department YTD Gas/Diesel

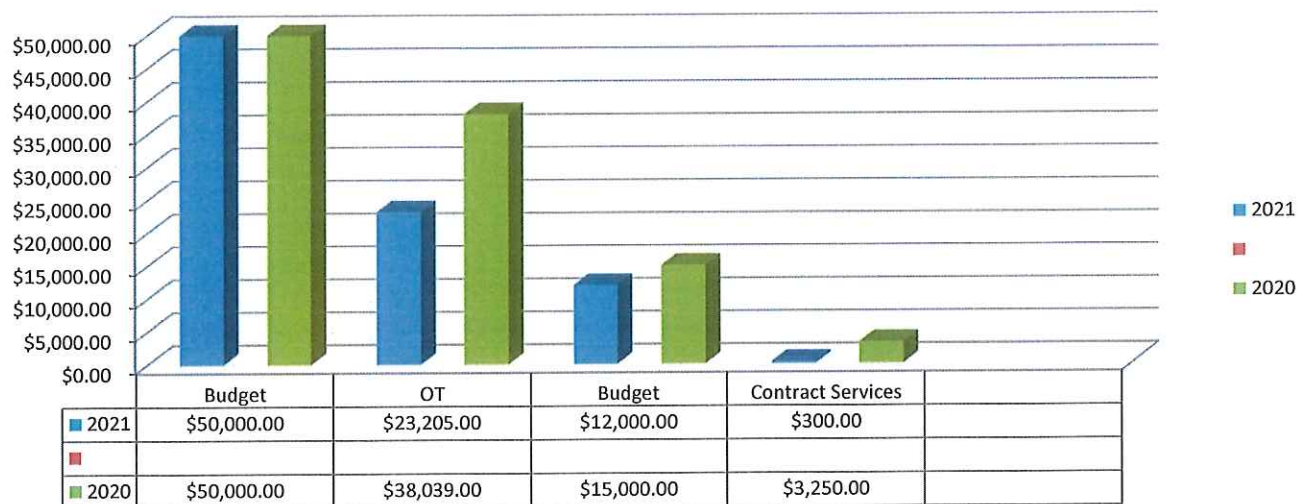


	Budget	Salt	Tons
2020	\$85,000.00	\$36,208.00	775
2021	\$90,000.00	\$30,803.00	660



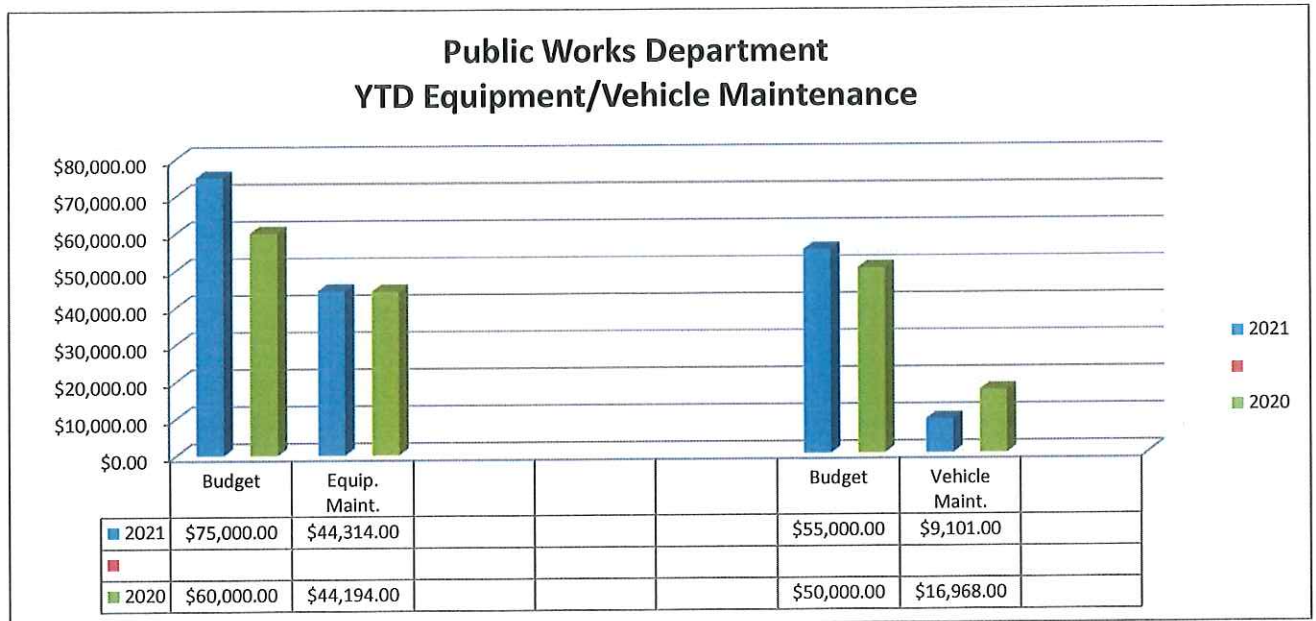
	Budget	OT	Budget	Contract Services
2021	\$50,000.00	\$23,205.00	\$12,000.00	\$300.00
2020	\$50,000.00	\$38,039.00	\$15,000.00	\$3,250.00

Public Works Department YTD Overtime/Contract Services



	Budget	Equip. Maint.
2021	\$75,000.00	\$44,314.00
2020	\$60,000.00	\$44,194.00

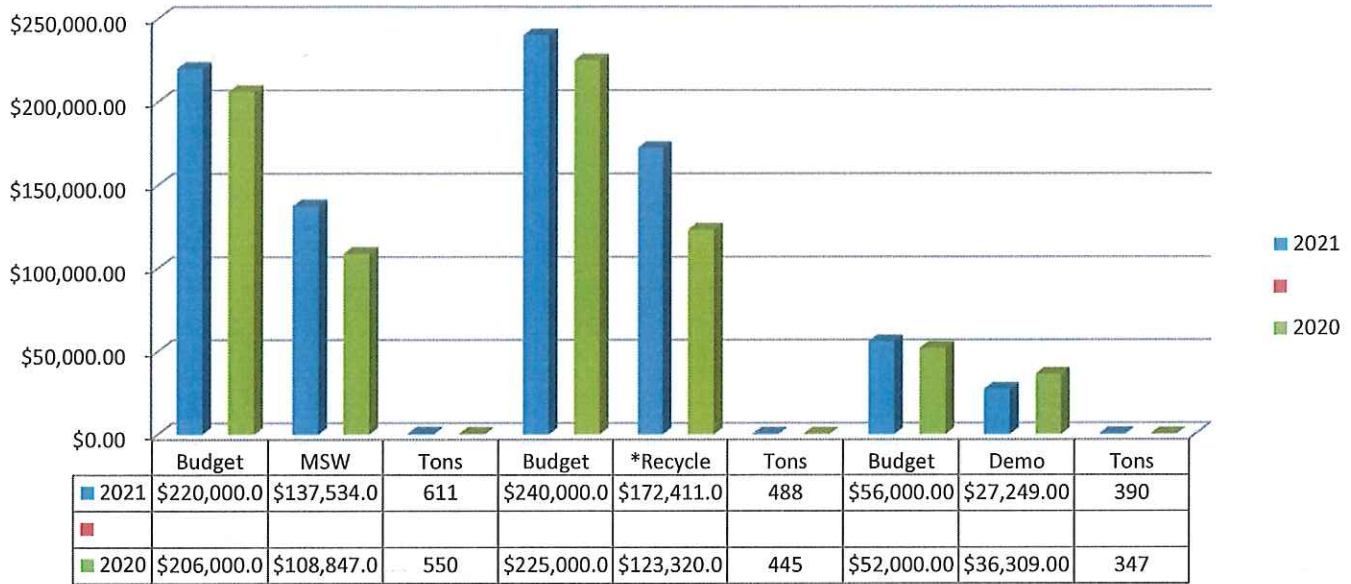
	Budget	Vehicle Maint.
	\$55,000.00	\$9,101.00
	\$50,000.00	\$16,968.00



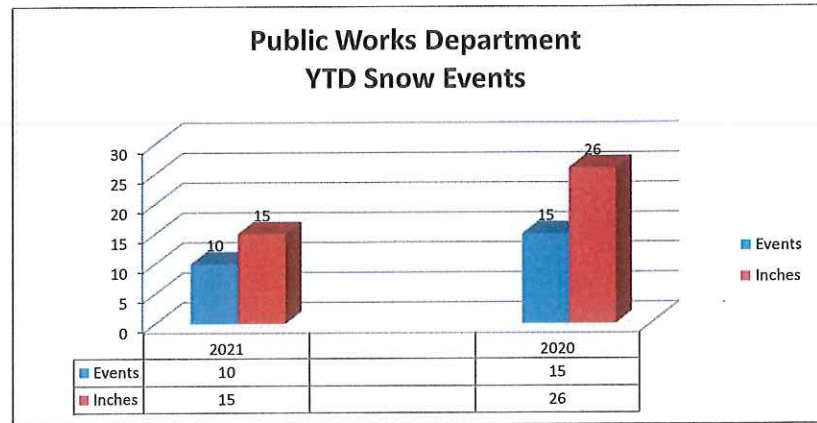
	Budget	MSW	Tons	Budget	*Recycle	Tons	Budget	Demo	Tons
2021	\$220,000.00	\$137,534.00	611	\$240,000.00	\$172,411.00	488	\$56,000.00	\$27,249.00	390
2020	\$206,000.00	\$108,847.00	550	\$225,000.00	\$123,320.00	445	\$52,000.00	\$36,309.00	347

*Recycle \$ includes curbside, roll-off and composting

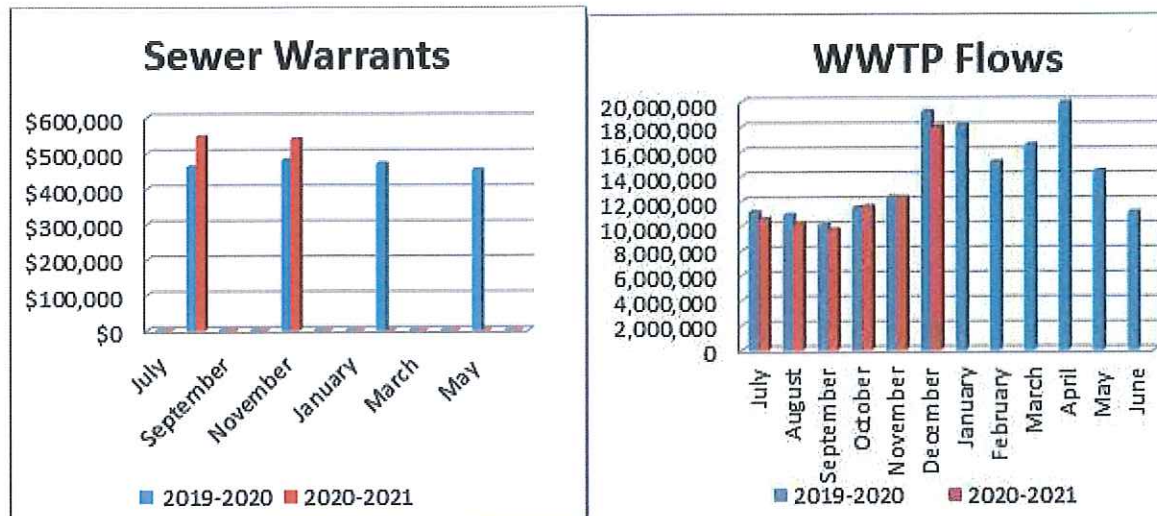
Public Works Department YTD Solid Waste



	Events	Inches
2021	10	15
2020	15	26



Environmental Services



Plant Operations

The wastewater treatment plant is operating very well. In November, the plant's effluent had an average concentration of 3.0 mg/l of total nitrogen. The plant discharged 450 pounds of total nitrogen for November, and 5,514 pounds for the 2020 calendar year. The old treatment process from 2012 -2016 average discharge for total nitrogen was 62,000 pounds per year. The wastewater treatment plant treated 167,599,000 gallons of water for the 2020 calendar year.

NPDES General Permit

The EPA issued the new final General Permit for controlling total nitrogen on November 24, 2020. The 12 New Hampshire communities that have wastewater treatment plants that have effluents that reach Great Bay are included in the General Permit. The permit will go into effect on February 1, 2021. The Town of Newmarket will need to make a decision to opt-in or opt-out. The deadline for opt-in is April 1, 2021. Unlike the other 10 communities', Newmarket and Exeter, have a total nitrogen permit limit in their current NPDES discharge permit. So if Newmarket chooses to opt-in to the General Permit, Newmarket would need to go through a process of partial revocation proceedings to remove nitrogen from its current permit before it could become part of the General Permit. If Newmarket chooses to stay with its current permit, Newmarket would continue on with a total nitrogen in its current permit. Town staff has meetings with the other communities and the EPA so that Town staff can determine the best path for Newmarket. I hope to have the recommendation to the Town Council by the beginning of February.

Collection System

The Salmon Street Pumping Station generator that is 42 years old has failed and cannot be fixed. We have a rental generator in place to handle power outages. Town staff are currently working on getting a replacement generator.

Huber Screw Press and Sludge Report

Press ran for 18 days

Total run hours – 255.00 Hrs

Total gallons pumped – 617,585 gal

Average feed sludge percentage - 047%

Average feed sludge temp – 12.4°c

Average filtrate percentage - 0.07%

Average filtrate temp – 11.9°c

Average solids capture rate - 84%

Average sludge percentage solids – 17.84%

Total monthly sludge tonnage – 61.08 Tons
to Turnkey Landfill

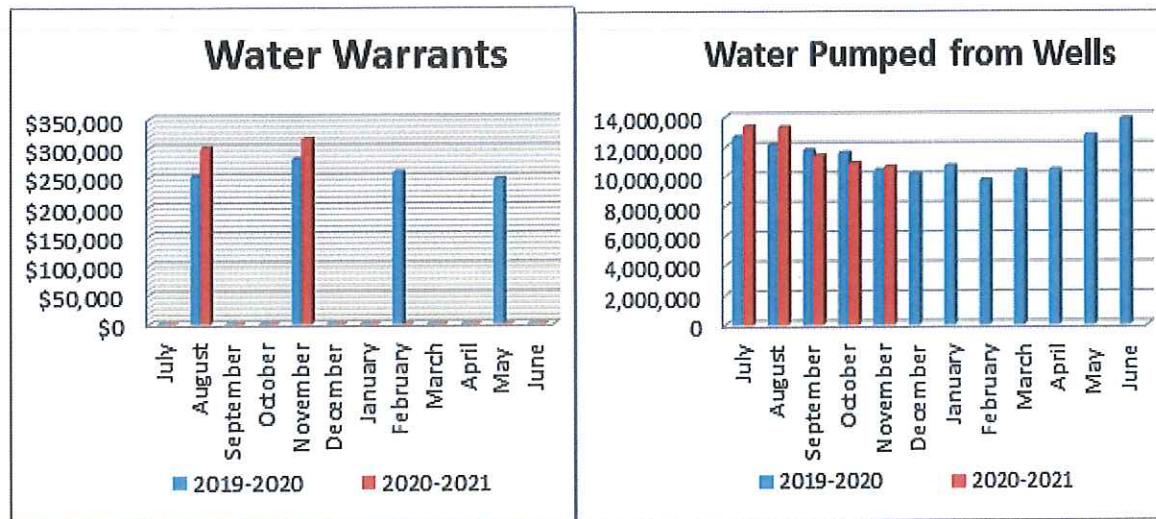
Monthly Operations Report														
Newmarket WPCF														
Permit # NH00100196														
December-2020														
Primary Operator Sean Greig														
	Inf. Flow	Eff. Flow MGD			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.		Inf.	Eff.	Colif.	ococci	Residual
1	.6991	.48	1.6	.8010		3.7		2.1	3.9	7.6	7.1	1	14	0.00 0.08
2	.5103	.00	1.6	.5840		4.6		3.9	4.7	7.7	7.1	3	4	0.28 0.00
3	.4671	.19	1.1	.5330						7.8	7.1	1	5	0.09 0.00
4	.4473	.23	1.2	.5110						7.8	7.0	1	1	1.00 0.28
5	.7370	.15	2.0	.7670						7.7	6.9	<1	1	0.00 0.00
6	.8586	.51	1.6	.9210						7.5	6.7	<1	6	0.00 0.19
7	.6319	.35	1.4	.7220						7.7	7.0	<1	5	0.39 0.05
8	.5549	.34	1.3	.6210						7.8	7.0	<1	7	0.05 0.00
9	.4869	.19	1.2	.5360		4.3		3.2	2.8	7.8	7.0	<1	5	0.06 0.05
10	.4649	.22	1.1	.4920	200	4.4	245	2.0	2.4	8.1	7.0	<1	3	0.06 0.00
11	.4702	.20	1.2	.5090						8.0	7.0	<1	3	0.05 0.00
12	.5005	.16	1.3	.5350						7.7	7.2	1	1	0.00 0.00
13	.5621	.21	1.3	.6090						7.6	7.2	<1	13	0.00 0.00
14	.5070	.21	1.2	.5800		5.2		4.5	3.0	7.9	7.1	2	12	0.00 0.00
15	.4757	.22	1.1	.5540	252	3.9	216	4.5	2.7	7.7	7.1	1	8	0.00 0.00
16	.4542	.22	1.1	.5190						7.8	7.2	<1	4	0.00 0.00
17	.4495	.18	1.0	.4600						8.0	7.3	<1	5	0.00 0.05
18	.4414	.16	1.0	.4510						7.9	7.1	<1	4	0.00 0.00
19	.4462	.15	1.0	.4570						8.0	7.2	<1	12	0.00 0.07
20	.4570	.15	1.2	.4760						7.9	7.1	<1	3	0.36 0.38
21	.4289	.15	1.0	.4830		16.0		5.0	2.2	7.8	7.1	<1	3	0.05 0.05
22	.4203	.19	1.1	.4960		15.0		5.0	1.9	7.9	7.0	2	12	0.00 0.00
23	.4122	.14	1.0	.4780						8.0	7.1	1	16	0.05 1.12
24	.4432	.13	1.2	.4750						8.0	6.9	1	1	0.06 0.00
25	.6999	.15	1.6	.7430						7.6	7.0	2	2	0.05 0.00
26	.6591	.36	1.3	.7110						7.5	6.9	1	6	0.00 0.05
27	.5884	.29	1.3	.6170						7.5	7.0	2	5	0.00 0.05
28	.5441	.27	1.2	.6230		8.9		5.0	3.2	7.5	7.1	9.8	50	0.00 0.00
29	.5208	.18	1.1	.5920		8.4		5.0	2.8	7.7	7.1	<1	3	0.00 0.00
30	.5002	.21	1.1	.5710						8.8	7.0	1	<1	1.24 0.00
31	.4951	.24	1.3	.5650						7.7	6.8	<1	9	0.00 0.00

Average Wastewater Flow Discharged: 0.5804 Million Gallons/Day; Total gallons discharged 17,992,000.

Biochemical Oxygen Demand (BOD) Removal: 97%, Average Discharge per day: 7.4 mg/L; Permit Limit 30mg/L

Total Suspended Solids (TSS) Removal: 98%, Average Discharge per day: 4.0 mg/L; Permit Limit 30 mg/L

Total Nitrogen (TN) Average Discharge per day: 3.0 mg/L, 14.5 lbs; Administrative Order Permit Limit 8mg/L



Water System

The MacIntosh/Tucker Water Treatment Facility Construction Project concrete and foundation work is complete. The block for the walls is scheduled to arrive on January 18, 2021. The contractor will begin constructing the wall during the week of January 18, 2021.

The South Main Street, Bay Road, and Moody Point watermain project went out to bid the week of December 21, 2020. The Bids are due by January 26, 2021. We have had 14 contractors purchase bid packages.

The water system pumped 138,128,141 gallons from its wells into the water system for the 2020 calendar year.

PWS 1731010 – Newmarket Water Works Water Quality Monitoring December 2020

Site	Location	Date/Time	PH	Temp C	PO4 mg/L	Free CL2 mg/L	Total Coliform
1.	Lamprey	12-2-20 0800	7.51	18.1	0.66	0.08	Absent
2.	Racquet	12-2-20 0830	7.54	12.4	0.54	0.06	Absent
3.	L&M	12-2-20 0850	7.68	11.8	0.62	0.1	Absent
4.	Aubuchon	12-9-20 0910	7.98	19.9	0.75	0.75	Absent
8.	PW	12-9-20 0820	7.46	17.4	0.99	0.12	Absent
9.	Town Hall	12-9-20 0845	7.4	16.7	0.88	0.13	Absent

<u>Week</u>	<u>Well Site</u>	<u>Date/Time</u>	<u>PH</u>	<u>Temp C</u>	<u>PO4mg/L</u>	<u>Free CL2mg/L</u>
1	Bennett	12-2-20 1326	8.39	12.3	0.12	0
1	Sewall	12-2-20 1356	7.11	11.7	0.67	0.47
2	Bennett	12-10-20 0838	8.05	13.5	0.93	0.28
2	Sewall	12-10-20 0914	7.07	12.1	0.99	0.6
2	Mac Blend	OFFLINE				

DECEMBER
PUMPING
TOTALS
2020

Date	Bennett	185 gpm	Sewall	265 gpm	Mac Well	OFFLINE	6/29/2020
	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Total
1	13.6	150,128	13.6	214,886			365,014
2	12.1	134,245	12.1	192,357			326,602
3	12.3	135,711	12.2	193,497			329,208
4	13.4	149,223	13.7	218,462			367,685
5	13.5	149,810	13.4	213,607			363,417
6	13.0	150,545	13.6	215,842			366,387
7	14.0	154,557	14.0	223,087			377,644
8	12.2	134,946	12.2	193,585			328,531
9	13.3	147,540	13.3	211,454			358,994
10	11.7	128,401	11.6	184,035			312,436
11	12.8	141,272	12.8	202,689			343,961
12	13.6	150,358	13.5	213,943			364,301
13	13.8	152,540	13.8	218,738			371,278
14	13.0	144,087	13.1	207,877			351,964

15	11.7		11.7	185,640			315,150
		129,510					
16	13.7		13.7	217,788			368,940
		151,152					
17	12.4		12.2	194,481			331,304
		136,823					
18	12.6		12.8	202,500			342,585
		140,085					
19	14.2		14.1	223,659			380,741
		157,082					
20	13.6		13.7	217,320			368,125
		150,805					
21	12.3		12.3	196,307			333,046
		136,739					
22	12.5		12.5	197,754			336,539
		138,785					
23	14.0		14.1	223,307			377,927
		154,620					
24	12.9		12.9	205,102			348,279
		143,177					
25	12.5		12.5	198,330			336,956
		138,626					
26	12.3		12.3	195,732			332,166
		136,434					
27	13.8		13.1	207,859			353,721
		145,862					
28	13.5		13.6	215,897			365,198
		149,301					
29	12.2		12.2	193,696			328,778
		135,082					
30	13.8		13.8	220,517			374,405
		153,888					
31	12.3		12.3	196,963			334,339
		137,376					
Total	402.6	4,458,710	402.7	6,396,911	0.0	0	10,855,621

AVG. Day	13.0	143,829	13.0	206,352	350,181
Max Day	14.2	157,082	14.1	223,659	380,741



Office of Building Safety, Zoning Enforcement and Health

December 2020 Activities

Permits Issued

Building	5	\$1610
Electrical	8	\$940
Plumbing	1	\$0
Mechanical	3	\$165

Month-end Revenue **\$ 2710**

- Again, a fairly slow month from construction activity standpoint
- We have followed up on a number of reported violations of the Governor's Emergency Orders. these are in response to community complaints. Our first measure is to issue a warning with guidance and educational materials. the warning is copied to the Police Chief and the Attorney General's Office Division of Emergency Order Enforcement. We believe this has gotten business-owners attention and they typically claim not to be aware that they were in violation. We have also had a few complaints that upon investigation, were not violations of the orders. In those cases, no warning letter was issued.

Town Clerk/Tax Collector

TAXES

Total Committed 2020	\$24,898,319	Tax 1 & Tax 2
Total Collected 12/31/20	\$24,094,994	Prin & Int

TAX LIENS

	2019 Liens <u>(Deed 2022)</u>	2018 Liens <u>(Deed 2021)</u>	2017 Liens <u>(Deed 2020)</u>
Property Tax Amount Liened	178,934	245,556	209,116
# Properties Liened	33	76	61
Uncollected 12/31/20	97,168	55,857	0

WATER & SEWER (1/1 THRU 11/30/20)

	<u>2020</u>	<u>2019</u>
Uncollected thru 12/31/20	140,052	46,082

TOWN CLERK REVENUE (7/1/20 THRU 6/30/21)

	Year End <u>6/30/21</u>	Year End <u>6/30/20</u>	
Motor Vehicle (MV)	817,278	818,339	0.13% decrease
Town "non-MV"	75,062	72,389	3.69% increase

State NH (MV, Vitals, Boats, Dogs)	276,383	267,578	3.29% increase
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- Daily Activity Steady
- Tax Bill Due Date: 12-22-2020

Planning

Planning Board Activities

Approved applications

Newmarket Industrial Park Lots 6 and 7, LLC/Shearwater Investment Corporation – The owners of the Industrial Park have purchased parcels which front on NH Route 108 in order to create two new industrial sites at the Industrial Park. The 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. The project received a conditional approval at the April 2018 Planning Board meeting. As part of the project, the intersection of Forbes Road and Route 108 was improved with a right turn lane and larger turning radius in coordination with the NH Department of Transportation.

The Planning Board 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. Following a review by the Technical Review Committee (TRC) and the Town's engineering consultant, the Planning Board conditionally approved the application at the July 2018 meeting. As of this time, the off-site improvements at the intersection of Forbes Road and Route 108 are complete, with the exception of final paving which is expected to happen in the Spring. The development team has indicated that excavation work-related at the two sites will continue for possibly two (2) years or more.

Across the street from this site in the Newmarket Industrial Park, Promocentrics, at 5 Forbes Road received approval for an expansion for two additions: one involving 12,610 square feet; and the other 11,000 square feet, which were approved in October 2019. The Planning Board, at its virtual meeting on June 9, 2020, provided a six (6) month extension to allow the applicant to secure necessary permits and finalize construction plans. The project has been delayed due to uncertainties related to the Covid 19 pandemic. Early in December 2020 the Town received approval from the NH Department of Transportation (DOT) on the driveway access permit which was one of the outstanding conditions of approval. It is anticipated that construction on the project will commence in the spring. The Town Planner is in the process of crafting a developer's agreement on this project.

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 Technical Review Committee reviewed several iterations of the plan. The Planning Board conditionally approved the project at its meeting on December 11, 2018. At their June 11, 2019 meeting, the Planning Board extended the time frame for meeting the conditions of approval for another six months and waived the payment of impact fees on three of the nine units proposed in the mixed-use development. The applicant has submitted revised plans. The applicant requested a re-consideration of the impact fee waiver, which was approved at the November 12, 2019 Planning Board meeting. The Planning Board approved another six (6) month extension of the conditional approval, to allow for State approval of the revised sewer design. The Developer's Agreement has been finalized

and all the conditions of the Planning Board approval have been met. The plans and Agreement have been recorded at the Rockingham Register of Deeds. The developer anticipates the start of construction in the spring. The Project owner may be returning to the Planning Board for further approvals to accommodate special events involving outdoor uses and seating in response to Covid 19.

Site Plan Review Application of Selectwood Property aka Lamprey Falls, LLC, Map U-2, Lot 359 on Bay Road. This project, which was approved by the Newmarket Planning Board in September 2008, laid dormant for several years. It involves the historic adaptive re-use of a former warehousing building into 15 market rate housing units. Construction has moved at a slow, but steady pace. Recently, the contractors completed some of the exterior site work including the construction of retaining walls and the pedestrian ramp. The project is temporarily on hold due to the Covid 19 situation. No further reports have been provided by the Developer.

Old Business

77 Hersey Lane, LLC (Walter Cheney) and Chinburg Builders, LLC, 77 Hersey Lane, Tax Map R4, Lot 3, R2 Zone. The Planning Board and Technical Review (TRC) continues their design review for an 11 Lot Residential Open Space Development on a 13-acre lot off the Class VI road portion of Hersey Lane. The project was conditionally approved for a Special Use Permit at the Planning Board meeting on November 12. The application for Subdivision approval of this project was presented to the Planning Board for acceptance and technical review at the January 2020 Planning Board meeting. The Technical Review Committee (TRC) is reviewing a report by a third-party wetland scientist involving a 100-foot wetland buffer waiver request. The wetlands scientist has issued two reports regarding the impacts on adjacent wetlands and has requested additional information including an impact analysis and review of alternatives. The Planning Board approved a 100-foot wetland buffer waiver request at its September 15, 2020 meeting. The plans have been revised in response to engineering concerns and were resubmitted to the Planning Board for further technical review at the December 8, 2020 meeting. At that meeting, the Planning Board granted four (4) technical waivers and received an update on the status of the engineering review. The Planning Board approved the final application on December 22, 2020 with 15 conditions. The Developer will be going before the Town Council in January 2021 to obtain approval to upgrade a portion of the Hersey Lane Class VI road in order to provide improved access to the property.

Zoning Board of Adjustment

At its meeting on January 11, 2021 the following application was approved by the Zoning Board of Adjustment:

Application of Peter Bergeron for a Special Exception to allow the upward expansion of a house which is non-conforming because it is less than the required side setback from the adjacent property line. The property is located at 63 Packers Falls Road, Tax Map U1, Lot 18 in the R-1 zone.

The Gateway Development Proposal and other Zoning Changes

The Town is working with a planning/development consultant to bring forward development plans and zoning changes to implement three proposals for gateway development. The final report of the gateway study was presented at a joint meeting of the Town Council and Planning Board on October 14, 2020 to discuss this project and other related to impact fees and other Town priorities. The Town Manager has entered into a new contract with the consultant to start focusing on zoning changes to the Southern Gateway. The Consultant is meeting with stakeholders in the area to discuss zoning barriers and incentives that maybe necessary to provide redevelopment in the area.

Master Plan Update

The Town has entered into a Planning Services Agreement with Strafford Regional Planning Commission (SRPC) to update the Water Resource Chapter of the Town's Master Plan. The current chapter was last updated in 2009. Over the past decade, the town has experienced significant changes in the patterns and intensity of growth and land development. Additionally, climate conditions produced flood and storm events as well as periods of severe drought, resulting in environmental concerns and placing high demand on the Town's municipal water supply and local aquifers. During the past few years, new issues have emerged including sea level rise, tightening water supply restrictions related to PFOA, PFOS and other contaminants that threaten our water resources. During this timeframe, the Town has made progress in meeting the future water demands related to drinking water and is now participating in the EPA Ms4 Stormwater Management Program. The current water resource chapter is being updated to reflect upon these efforts and what this means to the Town going forward. This project will be partly funded with grants funds that have been made available through the NH DES Local Source Water Protection Grant program. The Planning Board subcommittee has reviewed and commented on the final draft chapters which were prepared by the SRPC. A public hearing on the Water Resource Chapter of the Master Plan was held on November 10, 2020 and the chapter was unanimously adopted by the Planning Board. The completed chapter can be found on the Planning Board's website. With the New Year here, the Planning Board will be discussing at a future meeting what chapters of the Master Plan should be updated in 2021.

FEMA Floodplain Maps and Ordinance

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 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 deadline for adopting new maps and revising the zoning ordinance is January 29, 2021. Copies of the preliminary floodplain maps are available for public viewing upon request at the Planning Department. At the Planning Board meeting on December 8, 2020 the proposed changes to the zoning, site review and subdivision regulations were reviewed and the Planning Board held a public hearing on the regulation amendments. They approved the zoning amendments with one editorial change and forwarded them to the Town Council with recommendations to adopt them at their scheduled public hearing on December 16, 2020. The Planning Board also unanimously approved the changes to the site review and subdivision regulations changes at the December 8 meeting. The Town Council held a public hearing on December 16, 2020 on the recommended zoning amendments and unanimously adopted the changes. The zoning changes were effective January 1, and the new maps will be effective January 29, 2021.

Capital Improvement Program FY 2021 – 2027

The Capital Improvement Program (CIP) Committee prepared this year's plan via Zoom meetings. The CIP committee submitted its recommendations to the Town Manager and Town Council for incorporating projects in this year's budget and participated in a budget workshop on October 24. The CIP can be reviewed at

https://www.newmarketnh.gov/sites/g/files/vyhlf3536/f/uploads/2021_cip.pdf

Stormwater Management and Sea Level Rise Update

In 2017, the Town received a grant from the Setting Sail Program, a NOAA Project of Special Merit, to update the Town's stormwater regulations. 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. The Town has learned that the timeframe for completion of ordinances to regulate runoff from new and redevelopment sites has been extended until June 30, 2021. This project has been put on hold until there is clarity of what the proposed standards will be, following the final disposition of the Settlement Agreement and resulting EPA changes to the Town's National Pollution Discharge Elimination Program (NPDES) under the NH MS4 Program. The Town has recently provided a letter of support to the Strafford Regional Planning Commission (SRPC) related to a grant application to the National Fish and Wildlife Federation that is being sponsored by the NH Department of Environmental Services (DES) for a demonstration project to show how the living shoreland approach to resource management can provide greater coastal resiliency, shoreland stabilization, and protection of vital tidal wetland habitat in Great Bay. The staff continues to work with Underwood Engineers to fulfill the requirements of the EPA MS4 Permit. The second year report to EPA was submitted in September 2020. On December 7, 2020, modifications to NH MS4 were finalized by EPA which were effective on January 6, 2021.

Community Development Block Grants (CDBG)

The Covid 19 situation has given us an opportunity to pursue new federal and state grant programs. The Town Planner has been working on Community Development Block Grant (CDBG) projects which were submitted to the New Hampshire Community Development Finance Authority (NHCDFA) during the summer. We are pleased to announce the following grants have been awarded to the Town of Newmarket, thus far

- \$25,000 to assist the Linked Together Program with the siting and development of a new day care facility in the vicinity of Newmarket Elementary School.
- \$500,000 for water system improvements and renovations to the Newmarket Housing Authority property at Great Hill Terrace.
- \$500,000 replacement of a water main on New Road.

On November 23, 2020, the Town received word from the NH Community Development Finance Authority that it had received another CDBG grant for Covid 19 assistance to social service providers in Newmarket under the CARES Act in the amount of \$312, 450. The Town Planner is processing Grant Agreements for these projects so they can be approved by the Governor and Council. The Town recently advertised a Request for Proposal to hire a grant administrator to manage and oversee the various projects and will be contracting with someone in the near future.

Financials:

	Budget	MTD	YTD	Available	% Spent
FY 2021	\$ 139,801	\$ 13,197	\$ 69,656	\$ 70,144	50 %
FY 2020	\$ 133,802	\$ 10,591	\$ 64,096	\$ 69,433	48 %

Finance

This report will briefly explain the department's activities for the month of December.

Munis Project:

1. The Utility module project is completed and live. Bills have been processed and delinquency notices are also being produced. As is normal, some minor issues have arisen during the post-go-live period and they are being addressed with Tyler Technologies support.
2. The Central Property and Permits/Code Enforcement module is in the Permitting part of the project with approximately 80% of the work completed. This project is progressing according to schedule. Work on this project is slowing for a few weeks due to a team member being out for surgery.
3. The Human Capital Management module is 91% complete. Parallel processing continued through December and will continue to March. There are a few minor issues and are being worked out during the parallel run reviews. Another factor for continuing parallel processing between the Munismart and Munis payroll systems is having at least one additional person trained to run and troubleshoot payroll. Two people will be trained for this purpose.
4. The Tax module project is completed and the system is live. Still monitoring for errors and internal handoffs between system vendors, live billing run done successfully in November. Issues remain with Tax module/GL reconciliation and lack of a pre-designed MS-61. These issues being addressed with the Tyler Tax implementation team and potentially the development team. In cases where the development team involvement is required, the resolution timeline is expanded sometimes significantly because when they fix an issue, it results either a patch to fix it, which requires coordination to get that to all clients, or it results in new release if the issue is significant enough.

Operations:

1. The final audit documents prepared by WIPFLI were delivered.
2. The FY2022 default budget was created and submitted for signing.
3. A brief analysis of the town's debt position was written and provided to the Town Manager.
4. Payroll runs were done without error, hundreds of invoices were accurately processed for payment, bills were issued, monthly bank reconciliations were completed, and monthly financial reports were prepared.

Financials:

Budget	MTD Transactions	YTD Transactions	Balance	% Spent
FY2021 \$303,719	\$15,808.92	\$150,017.34	\$143,800.30	53.1
FY2020 \$266,948	\$27,407.93	\$180,552.40	\$68,555.76	74.3

Information Technology

This report outlines the department's activities for the month of December.

The IT support efforts in December focused on security system changes, server capacity, switch connectivity, and other minor printer, VPN, and email issues, along with the replacement of old PCs. The project related work was mainly reserved for the installation of the new server, which allowed for the retirement of multiple aging servers.

1. End user support had 81 support requests totaling 48.19 hours of service time from Back Bay Networks.
2. The O365/Exchange/Outlook migration was completed at the end of December, beginning of January. The town has now moved off Gmail.
3. The new Lenovo server was installed temporarily at the Department of Public Works, which is the junction for the fiber optic lines running between municipal buildings. In the long run the server will be moved to the Police Department Server room. The reason for the temporary placement was twofold. First, to get the system in place quickly as the older systems (e.g., Acctg2, and Acctg3 were failing). Second, there were questions about the fiber optic cable installation which needed to be answered prior to moving to the PD. This server is a significant upgrade over the systems it replaced. Due to virtualization software, the town is able to maximize the utility of a single machine and turning it into many through aggressive system resource management.
4. In December the network equipment was also configured and prepared for installation. With the server installation completed, the team is going to replace all the municipal switches and WiFi devices. Due to operations disruptions caused by the work, it will be done the weekend of January 16th. It should be noted that once the network upgrade is done, coupled with the server replacement, the town will be able to return all the equipment that our IT network and service desk vendor (Back Bay Networks) has loaned it over the past 18 months. Their equipment (switches, notebook PCs, and servers) allowed operations to continue unhindered when multiple systems failed. They have been a good partner since the beginning of the relationship.

Channel 13:

In the month of December Newmarket Channel 13 covered 9 meeting and events for the Town of Newmarket and the Newmarket School District. During that time, we posted 10 times and streamed all of programming to our streaming channel (<http://bit.ly/NewmarketCh13>). The process of moving the older programming and meetings to the YouTube channel (<https://www.youtube.com/c/NewmarketChannel13>) was also begun in order to make room on our Video-On-Demand site.

On the Channel 13 Facebook page (<https://www.facebook.com/Newmarket-Channel-13-270609166788973>) all the meetings covered in the month of December were streamed, as was the Newmarket Annual Tree Lighting Ceremony. Our posts reached 10,574 users and we gained 6 new followers. The town's videos on Facebook were played 4,963 times, with the most watched video being the Budget Committee from December 7th, 2020. That video resulted in 191 users seeking out our Facebook page for the month of December.

The Newmarket Newsletter, posted each Friday, experienced a 45% open rate for those people who received the newsletter through their email. Additionally, we gained a new subscriber to the Newmarket Newsletter and saw an increase in social media viewing of the Newmarket Newsletter. We received submissions from Town Departments (Planning, Police, Library, and Town Managers Office) as well as outside organizations (Lamprey Health Care and Boy Scouts).

In the month of December, Channel 13 continued to see growth in community penetration with more community members actively seeking out the channel. The same was true for the Newmarket Newsletter. We look forward to seeing the continued growth of Newmarket and the services Channel 13 is able to offer.

Financials:

Budget	MTD Transactions	YTD Transactions	Balance	% Spent
FY2021 \$ 215,254	\$ 10,747.84	\$ 99,062.14	\$ 118,592.20	45.5
FY2020 \$ 248,108	\$ 19,708.89	\$ 170,186.52	\$ 31,171.48	87.4

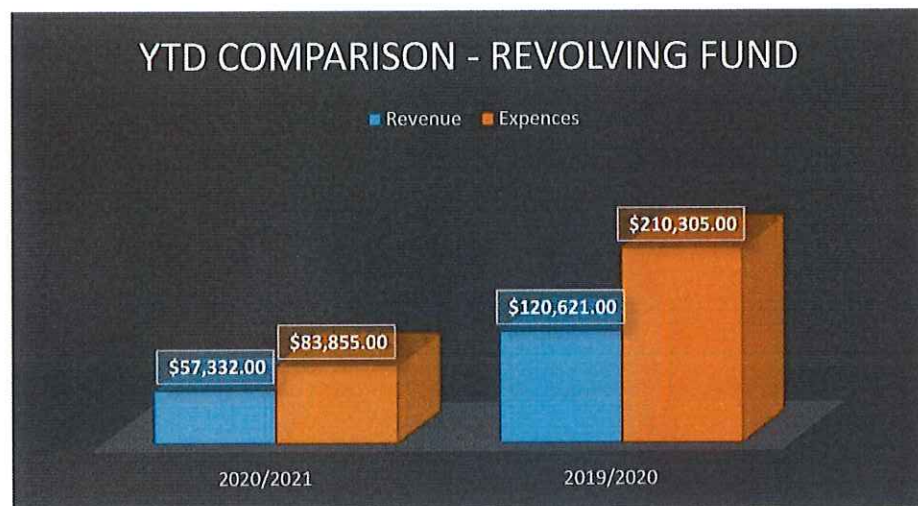
Recreation

Financial Report - December YTD (½ point) in the Fiscal Year

General Fund Expenditures: According to the Finance Department's December Fiscal Report the Recreation's General Fund is showing that we have expended \$102,016 (47% of the budget) versus expending \$95,729 YTD (44% of the budget), compared to last year at this same time. The discrepancy appears to be mostly from our full-time payroll line, which indicates that the last year's report may have had one less payroll week included.

Rec Revolving Expenditures: According to the Finance Department's December Fiscal Report the Recreation's Revolving Account is showing that we have expended \$83,855 versus expending \$210,305 compared to last year at this same time. This comes as no surprise as we are in a pandemic and have not been able to run several programs or running them at a limited capacity and therefore expending less money each month per program.

Rec Revolving Revenue: According to the Finance Department's December Fiscal Report the Recreation's Revolving Revenue Account is showing that we have collected \$57,332 versus having collected \$120,621 compared to last year at this same time. This also comes as no surprise as we are in a pandemic and have not been able to run several programs or running them at a limited capacity, therefore collecting less revenue.



YTD comparison Revenue

over Expenses: Please note in the chart below you will see that this year's expenditures versus revenue align much closer than last year's expenditure versus revenue at this same time last year. Running summer camp at full capacity in 2019 is why we were so high in expenditures last year at this same time. If we have the opportunity to run summer

camp this year like we did in 2019 with all the bells and whistles, we will end the year very well with far less expenditures from this past summer and over overall revenue. Unfortunately, the unknown with this pandemic will make it very difficult once again to plan for this coming summer.

Ongoing Rec Projects:

Splash Pad / Permanent Restroom Facility: During the month of December, we held a zoom meeting with all key players involved in this project to discuss each proposal that was submitted for the Splash Pad portion of the project. During this meeting it was also discussed on how to proceed with the restroom facility since we did not receive any bids for this part of the project. A staff report and resolution was submitted on December 30 for a first reading to take place on January 6. The majority of all current details regarding this project was included in the staff report which has already been provided to the Town Manager and Town Council for review.

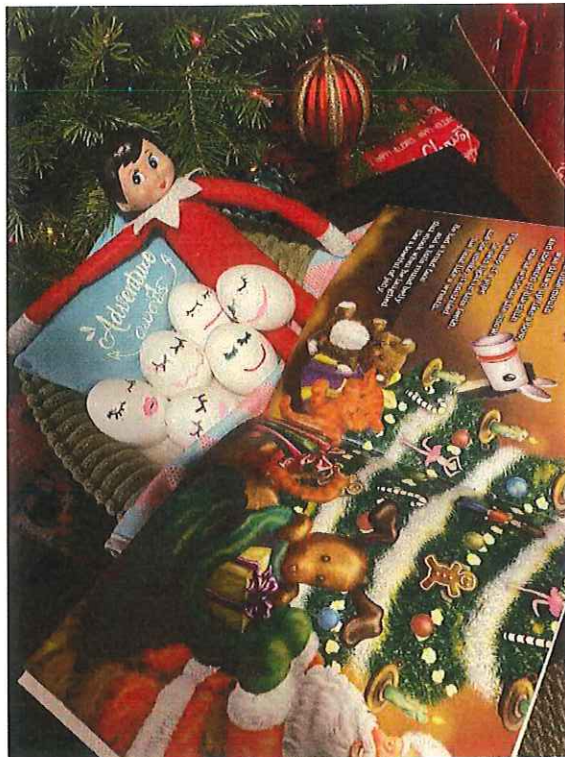
Recent December Community Events and Activities:

Update on the REC's NEW Adopt-Tree-Branch in Arbor Park initiative: As reported last month, the Rec rolled out a NEW Adopt a Tree Branch initiative in an effort to bring more awareness to Arbor Park, as well, as encourage more foot traffic down town to support local business. Along with this initiative the Rec also put up several holiday inflatables to brighten up the park a bit more. We are happy to report that after several weeks we definitely saw many different ornaments (most handmade) being placed on the town tree in Arbor Park. One family even posted a picture on their FB page of their child hanging an ornament in Arbor Park which had just been bought from Good Juju's. This is a perfect example of where this initiative served several purposes; 1) the creation of a social distanced family activity during COVID, 2) more (all inclusive) decorations for our town tree and park, 3) an opportunity to support a local business. In regards to the inflatables, we got tons of positive feedback from many people stating that they very much liked the added decorations. One thing we did not plan for was inclement weather. On more than one occasion (including Xmas Eve) Rec staff had to head to the park and take down the inflatables so that they would not get damaged and/or buried under the snow. This is something we need to re-think next year.

Merry Maps to Holiday Lights: As you may recall the Newmarket Rec also put together a NEW Merry Map to Holiday Lights event page to help spread holiday cheer and provide a fun and easy socially distanced activity for families to participate in. Many community members who had decorated their houses in an "over the top" way called us to let us know they should be included on our list. To our surprise we had over 600 community members following the FB event page and it had 34 shares. In total we had over 15 homes listed (some were even nominated by nearby neighbors) on our holiday lights map. Once we were done adding all the addresses, we posted the map on our event page that provided the community a direct link to a google map showing all the locations on a map along with specific addresses. The attention the event page received proved that our Newmarket community liked this new event and service very much!

"Share the Light" dual community Durham and Newmarket event: Newmarket Rec and the NBA were asked to partner with Share the Light organizers from the Town of Durham. These are the same organizers that partnered with Newmarket Rec for our *Let's Here for our Hero's* virtual program held last May. The Share the Light was a community wide (Newmarket & Durham) initiative to help raise funds for NH Foster & Adoptive Parent Assn to benefit vulnerable children in our communities. During the month of December community members and local businesses were invited to purchase luminary bags which would help raise money and at the same time help light the night. The event commenced on Sunday, December 20th which was when all the luminary lights were lit and placed in our community from 5pm to 7pm. Newmarket's down town Main Street lit up with over 50 luminary light bags which were purchased in support of the cause from the Stone Church.

Then from 7pm – 9pm Newmarket Rec and the Freedom Café hosted a virtual community concert with local musicians and artists to also commemorate this cause. The Rec reached out to local musicians and artists in Newmarket to perform and helped promote this event, as well as cohosted the virtual community concert. There were several event pages on this event and a website was created by the Share the Light organizers.



The Rec's 12 Days of (Xmas) Holiday Social Media Challenge commences! Newmarket Rec created a "social distanced" holiday photo/video challenge game for families or close friend-cohort groups to take part in this holiday season. The 12 days of Christmas Social Media Challenge, released a list of challenges to submit each day that required teams to submit funny and creative entries. Even though we only had about 7 families participate each day, we could tell that the families had a blast submitting some of their entries! i.e. "3 hens in a hen house" represented 3 *French Hens*, "6 eggs sleeping in a bed" represented 6 *Geese a Laying*, and "families playing kazoos to a holiday tune" represented 10 *Pipers Piping*, are just a few examples. We also had fun posting all the entries for each day (12 days total) the contest ran. The winners of the challenge were ecstatic to receive gift certificates, cash prizes and toys for being the most creative with their entries.

Rec Daily Programming in COVID World:

Iguana Wanna – MORE After-school Care Program: The After-School Care Program is still going well unfortunately, week eighteen and nineteen were cancelled due to low enrollment. This was the same week the School District went to a Remote Learning model. Most parents have worked out their schedule to pick up their children at 2:30pm rather than their children staying even longer for a typical afterschool care program. On average we have calculated that we are servicing approx. 30-35 children each week in our afterschool care program since the school year began, with our highest enrollment at 42 children and lowest enrollment at 24 children in a week.

ESPORTS Leagues: We are excited to announce that the Newmarket's first Esports League begins this week (January)! We are even more excited as we have ten participants enrolled for our town. The entire state has 300 participants enrolled which is great news as this means that our Newmarket participants will have the opportunity to play against many other NH youth in the safe and appropriate manner.

High Five Pre-School Sports: The 2020 High Five Basketball began in October and ended in December. This program was held in the fall season rather than winter due to COVID. The plan was to host the program outdoors on the basketball court, but weather and daylight savings had other plans so it was decided that we run the program in the multipurpose space, with windows open. Participant parents were asked to wait outdoors or in socially distanced in hallway of the community center. The standard COVID guidelines were successfully followed. Parent/Guardian feedback was that they were happy that the Recreation Department was still offering in person programming for their children. There were two sessions with a total of eighteen participants (afternoon session with ten participants and an evening session with eight participants). For a comparison, last year's High Five Basketball

Program had three sessions, with 35 participants.

The Rec's Remote Learning Pilot Program: We are happy to report that the 2-week pilot program we ran in November was considered a success by both the school and our parents! During the month of December, we began preparing to host another 2-week remote week once again from January 4th – 15th. We are expecting a similar enrollment number for the next 2-week session.

Preschool Playgroup: Session 2 finished up in December with a total of 7 participants enrolled in the program. The program continues to run both inside the playgroup room and outside with the necessary precautions, to keep both Miss Erin, our playgroup instructor, and the participants safe. Miss Erin has continued to incorporate art, yoga, drumming circle, reading, writing and movement in her curriculum. The next winter session of playgroup will continue to only run 2 days per week instead of our typical 5 days a week when not during COVID starting January 19th and running through April 1st, with a maximum of 8 participants – currently filled. All parents completely trust in the efforts and sanitary precautions that Miss Erin has put in place to keep the kids as safe as possible.

Hip Hop Dance: Our second session of “in person” Hip Hop finished up on December 15th. This session filled up just like the first session with Youth Junior Jam for grades 2-5 having a max of 11 participants utilizing the large multi-purpose room. The Kinder Hip Hop class for kindergarten and 1st having 6 participants and Pre-K Hip Hop for children 3-5 years old having 6 participants. Please note that these numbers are a bit lower due to COVID. Our instructors Mr. Ethan and Miss Hope have been able to continue to run class with social distance spots and lots of fun music and dance routines.

Ballet and Tap: Ballet and Tap Fall “in person” Session 2 finished up on December 14. Both Blooming Ballerinas and Twinkle Toes have almost full classes (COVID class limited to 8) with 7 participants in each class. Miss Sarina and her assistant Anna have continued to run class in the dance room with social distanced spots, and wrapped up the session with a very small and brief holiday performance for the participants families to watch from a distance.

The decision to continue “in person” programming. The next session of “in person” programs or classes will begin on January 19 with a continuation of all classes listed above. To date we have had no interruptions in programming due to COVID and we feel confident in continuing these programs in person while the public demand is there provided, we continue to follow all safety and CDC guidelines while running these programs.

Co-Curricular Education & Community Collaboration with SAU31 during COVID. During the month of December, the Rec was invited to attend several meetings at the school in an effort to help create a co-curricular education and community partnership. The purpose of the partnership is to help develop new and unique FREE virtual and/or outdoor programs for the community of Newmarket during the winter and spring months since typical extracurricular activities are not running at the school. Mutual understanding and written agreements from both parties in regards to the delegation of responsibilities and obligations is still under discussion with the school. We will be able to provide more details on this exciting new collaboration/partnership in the January Report.

Recreational Facilities:

Community Center Access: The Community Center continues to remain closed to the general public and outside organizations during the day/evening and will only be available to participants and parents of those participants. This is to reduce cross contamination of too many people using the facility. The Sunrise Sunset Facility is also limited to only those participants that are involved in a particular program that is run at a specific time. The Sunrise Sunset facility is still closed for daily walk-ins. The Beech Street facility is still closed for all rentals.

Sunrise Sunset Center:



Trail Walkers: We ended the season for the walking club in the month of December by organizing an Evergreen Walk in the Lee Town Forest with our Trail Walkers Club. Despite COVID we had 16 enthusiastic nature lovers for this educational and interesting walk that was hosted by Catherine Fisher, a local naturalist from Lee. Catherine provided the group with an abundance of information regarding the local plants, trees and wildlife in this forest that she walks regularly and knows so well. Everyone thoroughly enjoyed this pre-holiday walk and we were invited to return in the future for another excursion with Catherine. As it was officially the last trail walk of the season, there is now talk to possibly gather once again for some snowshoeing when conditions permit.

The Sunrise Center recruiting volunteers for a NEW Phone Pal Program. In an effort to help those at home this winter feel less socially isolated the Sunrise Sunset Center continued to work on a program in December that would provide weekly phone calls to those in need from volunteers of the program. The volunteers will initiate a friendly chat

with their Pal at least once a week, possibly more often, for 10-30 minutes bringing friendship and social connectivity. Once we have recruited a good number of volunteers to sustain the program there will be a training session to go over the protocols and expectations of the volunteer's role in the program. We plan to offer ideas on topics for phone discussions, keeping the calls upbeat and positive. We'll also cover staying within personal boundaries and following procedures if incidents arise. The intake process for recipients will be overseen by the Sunrise Center staff, which will consist of a brief phone interview to gather information in order to match them with a suitable volunteer. We're already encouraged with the initial feedback and sign ups of both volunteers and local seniors that are looking for more social interaction this winter. We're also asking all local residents to help us identify others in the community that could benefit from this program.

Our "Beyond the Last Page" Book Club continues to meet each month at the center to engage in a social distanced book discussion. Most of the 10 members continue to participate even though it can be difficult at times for the hearing impaired, with distancing and masks. Everyone remains grateful for the opportunity to be together in these small groups and thanks to the Newmarket Library, we still receive a new book to read each month which tends to be the highlight of each meeting.

Sunrise Sunset Breeze: The winter edition of the Sunrise Sunset Breeze was printed and distributed in December. Limited upcoming programs include a Tropical Getaway Presentation by Master Gardener Cris Blackstone, on tropical plants in January and we'll host another popular Book & Puzzle Bazaar in February. Donations for the bazaar are already coming in so that our attendees will have different titles to choose from in February. We'll continue with our twice weekly Bingo games and we have some Craft Mondays coming up in the next few weeks as well. We recently added an activity puzzle page to the newsletter to offer some fun brain exercises for those fans of crosswords and Sudoku.

COVID Hiatus: December was a short month for activities as we took precautionary measures and initiated a two week pause from programming after both Thanksgiving and the Christmas Holidays. We were able to offer two weeks of activities in mid-December before the break, but everyone is looking forward to getting back here in January to resume activities.

Respectfully Submitted by

Aimee Gigandet

Recreation Director



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Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: January 20, 2021

TITLE: Resolution #2020/2021-25 - Audit Services

PREPARED BY: William Tappan, Director of Finance & Administration

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

I recommend passage of this resolution

BACKGROUND:

The town charter (Article 4, section 15, D) requires that the town seek independent audit proposals every three years and must change auditors at least every six years. In compliance with the charter, in November, the town issued an RFP for Audit Services for the fiscal years 2021 through 2023 with the option of three one-year extensions (2024- 2026).

DISCUSSION:

As a result of the Audit Services RFP issuance, the town received proposals from three firms: Melanson, Vachon Clukay & Co., and Plodzik & Sanderson, P.A. Each firm provided well developed proposals of roughly equivalent substance with slight variations in the proposal sections. Each firm highlighted what it views as its strengths; Melanson focused on its methodology and relatively large staff; Plodzik & Sanderson accentuated its commitment to continuing education and its detailed work plan; and Vachon Clukay & Co., stressed the project work plan, its attention to the client.

After completing an initial review of each proposal, they were then reread and rated using an Audit Proposal Evaluation Matrix developed by the AICPA (attached). The evaluation examined five areas: Approach to Audit Quality, Team Knowledge and Experience, Unique Qualifications, Value Added Services, and Scope and Pricing of the engagement. Scores were given to each area for each proposal and were quite similar. The highest score is best. Melanson received a 74, Vachon Clukay & Co received a 74, and Plodzik & Sanderson received a 77.

As part of the due diligence process, references for each proposing firm were checked and those spoken with were very favorable for each firm. Actually, they were glowing. Another element considered was firm size. This doesn't necessarily have to be a determining factor, but as clients get larger and more complex and deadlines are pressing, firms of at least moderate size are better able to manage the workload, even with staff

turnover. The larger firms also tend to have strong training programs that prepare staff for their auditing roles well before being assigned client work. Smaller firms can accomplish this too, if they are committed to it.

In terms of size, Melanson is a larger regional firm with 40 staff in the Manchester office (which would be assigned to our work), Plodzik & Sanderson has 22 professional staff (Concord based), and Vachon Clukay & Co., (based in Manchester) has 12 professional staff. Melanson is one of the biggest firms in the state and proud of that fact. Their rates reflect that reality too, as larger firms tend to charge higher rates. While Melanson is the largest of the three, Plodzik & Sanderson highlighted its commitment to staff training and development. Clukay is a smaller firm and seems to be in the early years of a transition from its original partners to the managers who became shareholders. They are likely still creating the firm in the new leaders' image, while striving to maintain (and possibly improve on) the quality of the founders.

In addition to having the ability to staff the town's audit, one of the RFP deliverables was completing the MS-535 by September 1st. Our current auditor does not provide this service and it is typical for NH municipal audit firms to do so. Each of the current proposals lists it as a deliverable.

FISCAL IMPACT:

Below are two tables with the Financial Audit and Single Audit charges for each firm. Since it is likely the town will be receiving USDA-RD water project grants exceeding \$750,000 in the next few years, both Financial and Single audits will be required. Therefore, for accuracy the two costs for each firm were combined and then compared over the maximum length of the relationship, six years.

Financial Audit	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Totals
Melanson	31,000	32,000	33,000	36,000	37,000	38,000	\$ 207,000
Clukay	27,000	27,000	27,000	27,500	28,000	28,000	\$ 164,500
Plodzik	32,500	32,500	32,500	34,000	34,000	34,000	\$ 199,500

Single Audit	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Totals
Melanson	4,000	4,000	4,000	4,500	4,500	4,500	\$ 25,500
Clukay	2,750	2,750	2,750	3,000	3,000	3,000	\$ 17,250
Plodzik	2,000	2,000	2,000	2,300	2,300	2,300	\$ 12,900

Comparing the cost over a six year period, Melanson's fees are \$20,100 higher than Plodzik and \$50,750 more than Vachon Clukay. For the same period Plodzik's fees are \$30,650 over Vachon Clukay's. Vachon Clukay & Co. is the lowest cost bidder.

RECOMMENDATION:

Considering the three factors of competence, capability and cost, Plodzik & Sanderson, P.A. are the recommended option. Although all three firms are highly qualified with solid professional staff, Melanson's proposal is significantly higher than both of their competitors in this case and that removes them from final consideration. In terms of the noted criteria, capability differentiates Plodzik & Sanderson from Vachon Clukay & Co., specifically, there are 22 professionals at Plodzik versus 12 at Vachon. While not a large firm, Plodzik has relatively more sufficient resources to reorder its workload to support us as a client during a crisis. Additionally, Plodzik is also the auditor for the Newmarket School District and they are thus far pleased with their service.

While it is tempting to select the lowest bidder in this case, Newmarket is a mid-sized community in the state

with a reasonable level of operational and financial complexity. Therefore, it is recommended that the Town Council select Plodzik & Sanderson, P.A. as the town's audit services partner.

ATTACHMENTS:

Description	Upload Date	Type
Resolution #20202021-25 Audit Services	12/30/2020	Cover Memo
Audit Proposal Evaluation	12/30/2020	Cover Memo

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2020/2021-25

A Resolution Relating to Authorizing the Town Manager to Enter into an Agreement for Audit Services for Fiscal Years 2021 through 2023, with Three One-Year Options

WHEREAS: the Town of Newmarket solicited for bid proposals for audit services; and

WHEREAS: three qualified firms submitted proposals; and

WHEREAS: after evaluating the proposals and acquiring answers to follow-up questions, the Director of Finance and Administration recommends the proposal submitted by Plodzick & Sanderson, P.A.

NOW, THEREFORE, BE IT RESOLVED BY THE NEWMARKET TOWN COUNCIL THAT: it approves the Town Manager to enter into an agreement with Plodzick & Sanderson, P.A.

First Reading: January 6, 2021

Second Reading: January 20, 2021

Approval: January 20, 2021

VOTING RECORD			
Date of Vote:	YES	NO	ABSTAIN
Councilor Megan Brabec			
Councilor Helen Sanders			
Councilor Zachary Dumont			
Councilor Jon Kiper			
Councilor Scott Blackstone			
Vice Chair Amy Burns			
Chair Toni Weinstein			
Total Votes:			
Resolution: Does Does Not pass.			

Approved: _____
Toni Weinstein, Chair Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

Audit Proposal Evaluation Matrix

This tool can assist in evaluating the various proposals from CPA firms interested in performing your audit engagement. Keep in mind that low cost should not overshadow value and audit quality. This tool is customizable, so add or delete criteria based on your organization's unique needs.

Step 1: Grade the various criteria outlined in the proposal. Assign points based on the range recommended.

Proposal Criteria		Points	Clukay	Melanson	Plodzik	Comments
Approach to Audit Quality		25 points max				
	The proposal outlines an audit approach that is tailored based on obtaining an understanding of the organization's activities, operating systems, personnel and special needs.	0-5	5	5	5	
	The proposal indicates an audit approach that is tailored based on the firm's advanced understanding of your organization's industry.	0-5	5	5	5	
	The proposal outlines the firm's processes for ensuring an efficient and effective audit process.	0-5	5	5	5	
	The proposal showcases the firm's commitment to providing quality audit services by voluntarily adhering to higher standards of audit quality. This is evidenced by sharing their current unqualified peer review report resulting from the American Institute of CPAs external peer review process.	0-5	5	5	5	
	The proposal indicates the firm is a dedicated member of one or more of the following firm-based voluntary membership quality centers for firms that perform audits: • AICPA Center for Audit Quality • AICPA Private Companies Practice Center (PCPS) • AICPA Governmental Audit Quality Center • AICPS Employee Benefit Plan Audit Quality Center • AICPA/PCPS Center for Plain English Accounting	0-5	5	5	5	
Team Knowledge and Experience		30 points max				
	The proposal highlights the firm's commitment to professional training and staff continuity.	0-5	4	2	4	
	The proposal outlines qualifications, industry experience, licenses and strengths for all partners.	0-5	3	3	3	
	The proposal specifies the strengths of assigned team members as well as their years of prior experience in the particular industry and type of engagement.	0-5	4	4	4	
	The proposal identifies how the firm will comply with applicable industry reporting regulations, if applicable	0-5	0	0	0	
	The proposal provides the firm's background, client base, licensing information and years in business.	0-5	5	5	5	

Proposal Criteria		Points	Clukay	Melanson	Plodzic	Comments
	If the firm does not have relevant experience in your particular industry, the proposal specifies that the firm has identified a firm with the applicable expertise/specialty to affiliate with to assist with this engagement and provides the affiliate firm's qualifications, background and experience.	0-5	0	0	0	
Unique Qualifications		10 points max				
	The proposal conveys a positive and confident feeling derived from the firm's business beliefs, communication practices and unique qualifications of which lays the foundation for a trusted relationship.	0-10	5	5	5	
Value Added Services		10 points max				
	The proposal provides a listing of additional value added services the firm provides beyond the audit engagement. (e.g. proactively monitor and communicate topics relevant to your financial and business operations all year long that may impact your future success)	0-5	2	2	2	
	It is evident that the firm understands our business and our challenges. The firm is committed to being our business advisor, beyond the audit engagement	0-5	5	5	5	
Scope and Pricing of the Engagement		25 points max				
	The proposal clearly provides a framework for the scope, timing, steps and resources to complete the engagement.	0-5	5	5	5	
	The proposal specifies the price for the engagement and how it will be billed.	0-5	5	5	5	
	The proposal specifies fees to be paid to specialists for the engagement (if any).	0-5	3	3	3	
	The proposal addresses all items requested by us whether verbally or in the RFP	0-5	5	5	5	
	The proposed fee is reasonable based on the experience, unique value and knowledge the firm brings to the engagement.	0-5	5	5	5	
Total Points		100	76	74	76	

Step 2: Based on the above grading, document your decision to award the engagement to the proposal with the highest points.

Vachon Clukay & Co. and Plodzic & Sanderson, P.A.'s proposals received equal points in the evaluation matrix (76) and Melanson garnered 74. In other words, they were very close. In terms of costs, each was representative of its place in the market, relative to firm size. All three firms have worked in NH for many years and are well regarded in the industry. Each of the firms references who could be reached by the time of this report were all very positive. Additionally, when asking an independent/unaffiliated CPA who works with municipalities all over the state, often dealing with challenging accounting situations and preparing for audits, the response was good for both Melanson and Clukay, but Plodzic was highly recommended.



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Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: January 20, 2021

TITLE: Resolution #2020/2021-26 - Splash Pad & Restroom Facility installation and build on Leo Landroche Field

PREPARED BY: Aimee Gigandet, Recreation Director

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

I recommend passage of this resolution

BACKGROUND:

In 2017/18 the Town of Newmarket applied for a Land & Water Conservation Grant for the purpose of building a Splash Pad and Permanent Restroom Facility at Leo Landroche Field.

In 2018 the Town of Newmarket was awarded the Land Water & Conservation Fund Grant in the amount of \$199,407 (50% match) from the NH Department of Natural and Cultural Resources (DNCR), using federal funding, grant award to expire on 9/30/21.

The Recreation Department is now seeking to withdrawal funding via earmarking via P.O's. from various recreation accounts to complete the Splash Pad & Restroom Facility project on Leo Landroche Field.

This project will provide a much needed recreational water play facility during the hot summer months as well as provide a permanent restroom facility consisting of 4 private restrooms (2 ADA) for the spring, summer & fall seasons. (see attached diagrams) in lieu of having to rent portable restrooms each year.

DISCUSSION:

PROCESS ON BOTH PROJECTS:

Two separate RFP's were written and distributed by Underwood Engineering whom the Town contracted last spring to help with the scope and engineering plans of both projects. Both RFP's were sent using several channels of delivery this past fall to various contractors and splash pad vendors in the local and regional area.

DISCUSSION ON SPLASH PAD PROJECT:

Based lower project total, better suited splash pad water components, larger water tank, and overall customer service, references, etc. the Recreation Department is seeking approval from the Town Council to enter into the enclosed (see proposal attachment) agreement with New England Recreation Group; N.E.R.G. manufacture representatives of Rain Drop International to complete the Splash Pad project, per the stipulations in the RFP

dated September 20, 2020 in the amount of \$231,612.

DISCUSSION ON RESTROOM FACILITY PROJECT: It was decided in a zoom meeting on 12/17/20 with Underwood Engineering representative Robert Saunders, Rick Malasky, Public Works Director, Steve Fournier, Town Manager, Aimee Gigandet, Recreation Director, and Tara Barker Asst. Rec Director that because the Town did not receive any proposals for the Restroom facility portion of the project, and timing is critical in the alignment of both projects, that Rick Malasky will take the role of General Contractor on behalf of the Town for the Restroom Facility portion of the project.

The remaining budgeted balance of \$128,502 will cover all costs associated with building the restroom & mechanical room facility per the RFP, including all materials, payroll costs which was projected to be approximately \$85,000 - \$95,000, as well as, any and all other items not listed in RFP's and/or contingencies, i.e. excavation, fencing, kiosk, landscaping, additional engineering, receptacles, and possible concrete connection between gazebo and restroom sidewalk, etc.

FISCAL IMPACT:

FISCAL IMPACT – RECREATION ACCOUNT WITHDRAWALS

Rec Fund Balance current balance: **\$542,532** requesting **\$305,407***

Rec Capital Reserves current balance: **\$205,823** requesting **\$ 36,772.**

Rec Impact Fee Account current balance: **\$29,593** requesting **\$ 17,935**

* covering both upfront total amount of 50% LWCF match and 50% of town's portion until reimbursement.

A. RESULTS ON SPLASH PAD PROJECT BID PROCESS QUOTES:

1) N.E.R.G. representatives of RAIN DROP project TOTAL: \$225,812

- Proprietary prep work (optional) \$5,800
PROJECT TOTAL: **\$231,612**

2) O'BRIEN & SONS, representatives of VORTEX;

PROJECT TOTAL: **\$234,100**

- Proprietary prep work included in quote (optional to remove)

3) "Decline to bid email" from Ultiplay (a Rain Drop International representative) stating the budget was not conducive for them to put in a bid.

B. RESULTS ON RESTROOM PROJECT BID PROCESS: The Town did not receive any proposals for the restroom portion of the project. Not only did it go out to bid publicly, it should be noted, Rick Malasky sent out RFP's to over 6 local contractors.

BOTH PROJECT TOTALS PER THIS RESOLUTION:

Splash Pad: New England Recreation Group - \$231,612

Restroom Facility: via the Town of Newmarket NH - \$128,502

TOTAL FINANCIAL REQUEST PER THIS RESOLUTION: \$360,114

Note: Depending on amount, any delineations from this budget will commence with either a *change order* or will be billed to the 2020/2021 recreation's revolving account where we have budgeted \$5,000 in our annual revolving expenditures for such purposes. (Note we already have a P.O. via resolution #2019/20-24 \$38,700 securing funding from the Rec's Capital Reserve to cover the engineering fees of \$38,700 added to the \$36,772 for a total of \$75,472 from Capital Reserve in total when the project is complete)

FINAL ACCOUNTING LWCF REIMBURSEMENT (match) **\$199,407**

TOTAL FISCAL IMPACT TO TOWN – END TOTAL **\$199,407 PROJECT**

TOTAL:

\$398,814

RECOMMENDATION:

I recommend the Town seeks the Town to authorize proceeding with New England Recreation Group representatives of Rain Drop International at a proposed budget of \$225,812 (to include the optional \$5800 optional proprietary prep work amount for contingency purposes).for a total amount not to exceed \$231,612. Furthermore, I recommend the Town authorize the remaining \$128,502 also be earmarked from the recreation accounts listed above for a final total of \$360,114 as outlined above.

ATTACHMENTS:

Description	Upload Date	Type
Resolution 2020/2021-26	12/29/2020	Cover Memo
RFP Splash PAd	12/29/2020	Cover Memo
RFP splash pad buidling & Restroom Facility	12/29/2020	Cover Memo
Signed State Project Agreement	12/29/2020	Cover Memo
NERG Rain Drop Proposal	12/29/2020	Cover Memo
OBrien & Sons Vortex Proposal	12/29/2020	Cover Memo
Internal spreadsheet comparison of proposals	12/29/2020	Cover Memo
CIP 2021 Splash Pad Restroom project	12/29/2020	Cover Memo
Underwood Engineering diagram on land	12/29/2020	Cover Memo
Rain Drop pictures	1/5/2021	Cover Memo
Vortex Splash Pad picture	1/5/2021	Cover Memo



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2020/2021-26

Splash Pad & Restroom Facility installation and build on Leo Landroche Field

WHEREAS, The Recreation Department seeks the Town to authorize proceeding with the Splash Pad project to be built at Leo Landroche Field, proposed by New England Recreation Group of 203 Southwest Cutoff, Northboro, MA 01532, in the amount of **\$231,612**.

WHEREAS, The Recreation Department seeks the Town to *authorize to proceed* earmarking the remaining budgeted balance of **\$128,502** to complete the Restroom Facility and all costs associated with this portion of the project to be done “in-house” acting as General Contractor.

WHEREAS: The Recreation Dept. is requesting **\$305,396** from their Rec Fund balance of \$542,532

WHEREAS: The Recreation Dept. is requesting **\$35,772** from their Capital Reserve balance of \$205,823

WHEREAS: The Recreation Dept. is requesting **\$17,935** from their Impact Fee balance of \$29,593

WHEREAS: The Recreation Department is now seeking to withdrawal a total of **\$360,114** from those Recreation accounts in the amounts listed above in order to complete the Splash Pad & Restroom Facility project, which will then be reimbursed up to \$199,407 (50% match) from the total \$398,814 grant budget from NH DNCR upon receipts of all expenditures.

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve the withdrawal of funds not to exceed **\$360,114** from Newmarket Recreation Department’s Fund Balance, Capital Reserve, & Impact Fees in said above amounts for the purpose of Building the Splash Pad & Public Restroom Facility on Leo Landroche Field and the Town and to authorize the Town Manager to execute any contracts, change orders, and agreements associated with this project.

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

First Reading:

Second Reading:

Approval:

VOTING RECORD			
Date of Vote:	YES	NO	ABSTAIN
Councilor Dumont			
Councilor Sanders			
Councilor Blackstone			
Councilor Brabec			
Councilor Kiper			
Vice Chair Burns			
Chair Weinstein			
Total Votes:			
Resolution: Does Does Not pass.			

Approved: _____
Toni Weinstein, Chair Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

REQUEST FOR PROPOSAL

DESIGN AND CONSTRUCTION
OF A SPLASH PAD

NEWMARKET, NH



Date Issued:
Submission Deadline:

SEPTEMBER 17, 2020
OCTOBER 23, 2020

1. Table of Contents

1. Overview	3
2. Scope of Work	3
3. Insurance Provisions.....	4
4. Project Schedule	4
5. Proposal Formatting and Submission	4
6. Project Contact	5
7. Site Requirements and Specifications	5
8. Splash Pad Requirements and Specifications	6
9. Proposal Evaluation.....	9
10. Proposal Submission Declaration	9
11. Proposer's Information Form.....	10
12. Subcontractor Information Form	10
13. References.....	11
14. Conceptual Plans.....	12

1. Overview

The Town of Newmarket is seeking proposals for the design and construction of a splash pad located at the Leo A. Landroche Memorial Field off Terrace Drive, Newmarket, NH and nearby to the Newmarket Recreation Department.

This Request for Proposal (RFP) consists of the final design, supply, installation and construction of the splash pad and other aspects described within this RFP. Design, installation, immediate site work, and all utility connections under or at the splash pad perimeter as required. The work also includes the design, installation of the splash pad pump, filtration, chemical feed and reservoir system within building and project area. The Town will be self-performing certain aspects of this project, including bringing buried services and conduits to the building for further extension into the splash pad footprint. The Town is soliciting proposals from building contractors at the same time. The awarded Splash Pad Vendor will be required to coordinate certain aspects of the proposed splash pad with those of the building project.

Proposals for splash pad are to be tailored to the Town's budget limit as follows:

Estimated Total Budget Amount for Splash Pad: \$ 180,000-\$200,000

Please note that the budget amount is inclusive of labor and materials for site work, concrete, splash pad related electrical and plumbing as described in Sections 2 and 7 below. Proposers are encouraged to provide a base proposal with suggested alternatives and their respective cost differences. The budgeted amount excludes costs for "rough" site work as the Town will self-perform in coordination with the building contractor. Recognizing that subgrade preparation for the splash pad is potentially to a specialty specification and potentially proprietary to the Vendor, the Vendor shall include as part of their proposal a brief description of site work that is included in their proposal and any items that are explicitly omitted from their proposal.

2. Scope of Work

Proposers will be expected to provide the following services:

- Conceptual and detailed design of a splash pad;
- Supply, installation, and construction of all splash pad concrete and equipment as necessary for the complete functioning of the splash pad system;
- It is required that incidental and minor items, specified or implied by the nature of the splash pad work, be completed within the Proposer's scope of work; and
- Frequent coordination between the Proposer and the Town of Newmarket is required.

Detailed required specifications for the splash pad are further discussed in *Section 8: Splash Pad Requirements and Specifications*.

3. Insurance Provisions

The provider shall maintain at all times during the life of this contract the following insurance coverage. The provide must also require its subcontractors to maintain such coverage. Any request for modification of the coverage requirements must be submitted in writing with the proposal, and will be evaluated accordingly.

1. Worker's Compensation Insurance
2. Pollution Liability Insurance
3. Comprehensive General Liability Insurance
4. Motor Vehicle Insurance

4. Project Schedule

The following is a tentative schedule of the project:

RFP Released.....	..September 17, 2020
RFP Due.....	October 23, 2020
Design/Permitting.....	November 15, 2020
Construction Start.....	Winter 2020 – Spring 2021
Construction Complete.....	NO LATER THAN JUNE 25, 2021

5. Proposal Formatting and Submission

The Proposer shall submit five (5) packets of the proposal containing the following material, each packet being no more than twenty (20) pages in length:

1. Proposer's Information Form
 - a. Include the information described in *Section 11: Proposer's Information Form* section.
2. Experience, Qualifications, and Project Management
 - a. Overview of company history including past project examples. State length of existence and types of services offered.
 - b. Include makeup of staff including skills and qualifications of the team. Identify key individuals that will be working on the team by name and title.
 - c. Demonstrate experience designing and constructing splash pads such as the one proposed in this RFP.
3. Splash Pad Concept and Design
 - a. Types of features including detailed colored images as well as other surfaces and components. A playground exists just to the west of the project area, the playground utilizes an equipment color scheme of red, blue, green and yellow. The adjacent gazebo is green. The proposed equipment should compliment these existing site features.
 - b. Colored rendering site layout drawing of the proposed splash pad which must include the following:

- Show all equipment, concrete areas, splash pad components, drains, drainage lines, services, electrical, chambers, model numbers, colors, dimensions, etc.;
 - Three-dimensional perspective drawings
- 4. Subcontractors
 - a. List of all intended subcontractors in the format described in *Section 12: Subcontractor Information Form*.
- 5. Proposal Form
 - a. Submit the ***Proposal Submission Declaration*** with costs associated for each aspect of the project. This is intended as an estimate and must be completed to the best of the Proposer's ability and returned with this RFP.
- 6. References
 - a. Three (3) references that meet the requirements and format described in *Section 13: References*.
- 7. Warranty
 - a. What term of warranty is being proposed; what does the warranty cover; are you able to guarantee the finished product by the deadline; was a detailed maintenance plan with season start-up and winterizing steps included.

Please note that the Town of Newmarket reserves the right to reject any or all proposals at its discretion. Lowest cost will not necessarily be the basis of award.

Proposals must be submitted by the following closing date: **October 23, 2020**

Proposals must be submitted to the following address:

Newmarket Recreation Department
1 Terrace Drive
Newmarket, NH 03857
Attn: Aimee Gigandet, Recreation Director

6. Project Contact

The Proposer shall direct all questions relating to this RFP to the Recreation Director via email no later than five (5) business days prior to the closing date. Should any error, ambiguity, divergence, omission, oversight, contradiction, or item subject to interpretation be identified in this RFP, the Proposer shall, as it is discovered, notify the Recreation Director, via email, requesting instruction, decision, direction, or clarification.

The Recreation Director's email is as follows: agigandet@newmarketnh.gov

7. Site Requirements and Specifications

General Conditions

- Final loam and seed applied to all areas disturbed by site work and construction activities to be provided by the Town. Subgrade preparation to be the responsibility of Proposer.

- Local building permit fees will be waived.

8. Splash Pad Requirements and Specifications

A. General Requirements

General requirements for the splash pad include the following:

- Area for older children and an area for younger children/toddlers with features that benefit both groups.
- Minimum of nine (9) features within the larger area to include at least one larger focal feature (e.g. tipping bucket), plus a mix of smaller features suitable to multiple age groups. A limited number of ground spray features that have the ability to be “upgraded” in the future will be acceptable if needed to satisfy budgetary goals. If necessary to achieve budgetary limitations, the Proposer can include “non-active” ports that could be added into the design in the future.
- Minimum of five (5) features within the smaller area to include a mix of features suitable to younger children. Consideration should be given to the ability of selected features to be “upgraded” over time. If necessary to achieve budgetary limitations, the Proposer can include “non-active” ports that could be added into the design in the future.
- It is the Proposers responsibility to make clear what is being proposed in the base proposal and what is being offered as an alternative.
- The system must include a water management system to include a recirculation system with disinfection system to minimize water usage/waste.
- Exterior concrete surface to be brushed anti-slip surface.
- After installation, the construction manager shall provide the owner/operator adequate training on facility operations and maintenance.
- All water piping systems are to be pressure tested at 150% of operating pressure or 75psi minimum for discharge lines, 30psi minimum for suction lines, and 15psi minimum for drain lines for a period of no less than 4 hours. If leaks are discovered, they are to be repaired until satisfactory results are obtained.

B. General Specifications

The following general specifications must be met:

- Construction shall conform to the most recent state department of health standards and specifications.
- Local supplemental codes and specifications take precedence over those provided in this document.
- Contractor is responsible to provide all construction material and labor required to properly install water features and equipment.
- An approved set of construction plans shall be made available on the jobsite at all times.
- All stainless steel features to be grounded and bonded per local code and regulations.

C. Features Specifications

The following features specifications must be met:

- All play products shall be manufactured from 304/304L stainless steel.
- Anchoring system shall be manufactured from 304/304L or 316 stainless steel.
- Features shall not be constructed of rigid centricast fiber reinforced plastic (RFP), molded fiberglass, PVC, filament wound tubing, galvanized steel, or aluminum.
- Exposed and accessible hardware shall be tamper resistant requiring a special tool for removal.
- All play products shall be furnished with appropriate winterization caps.
- All spray nozzles shall be manufactured from lead free brass, UHMWPE or Polyurethane and shall use tamper resistant tools for installation and removal.
- Finishes shall be a smooth glossy heat-cured powder coat that is UV and chemical resistant.
- All accessible edges shall be machined to a rounded finish to prevent injury.

D. Concrete Specifications

The following splash pad concrete specifications must be met:

- All concrete shall be 3000 psi minimum, 28 day compressive strength, with 6% air entrainment.
- Grade shall be sloped 2% from the waterplay pad perimeter to the main drains.
- A 5 foot overspray buffer is incorporated between the waterplay pad perimeter and the intended area of influence of the waterplay features. The buffer zone is included in the overall dimensions of the waterplay pad.
- All reinforcement steel shall be supplied and placed in accordance with ACI 318-99, and CRSI MSP-1-01.
- All reinforcing steel shall conform to ASTM A615, Grade 60.
- Each water feature shall be located within a single panel of concrete, unless otherwise noted.
- Surface spray nozzles shall be cast flush and level with the finished concrete surface.
- Splash pad area is divided into a larger area suitable for older children and a smaller area suitable for younger children.
- Four foot (4') wide perimeter concrete sidewalk around the building, to blend seamlessly into pad around splash pad area and water features. All concrete to be ADA compliant. Concrete to be colored as directed by the Owner to match into the splash pad color scheme.

E. Piping Specifications

The following piping specifications must be met:

- All pipes and fittings are to be supplied by the contractor, unless otherwise noted.
- Schedule 80 PVC pipe and socket type fittings shall conform to ASTM D2467, ASTM D1785-12, and all applicable local codes.
- All PVC piping shall be stamped with NSF seal of approval for potable water.

- All piping shall be labeled with directional flow arrows.
- All piping to be covered by concrete shall be pressure tested prior to concrete placement.
- Piping designed to carry the required quantities of water at velocities not to exceed 10 fps or per local codes and regulations.
- All piping to be 1" schedule 80 PVC unless otherwise specified.

F. Drain Piping Specifications

The following drain piping specifications must be met:

- All pipes and fittings to be supplied by Proposer unless otherwise noted.
- Return pipe and fittings shall conform to ASTM D2665. Connections shall be a solvent weld, unless otherwise specified.
- All PVC piping shall be stamped with the NSF seal of approval for potable water.
- All pipework shall be labeled with arrows to indicate the direction of flow.
- Solvent weld cement for socket connections shall meet the requirements of ASTM D2564.
- Return piping shall be designed to carry the required quantities of water at velocities not exceeding 3 fps in a gravity fed system or per local code.
- All piping to be sloped a minimum of 2% from the drain to the reservoir.

G. Electrical Specifications

The following electrical specifications must be met:

- All electrical shall be installed in accordance with the National Electrical Code (NEC) and all applicable local codes. In addition, all work shall be in accordance with the American Society for Testing and Materials (ASTM).
- The Proposer shall verify and provide the service requirements for all pieces of equipment.

H. Manifold Specifications

The following manifold specifications must be met:

- It shall be the Proposer's responsibility to properly support the water supply manifold, including supplying all hangers, pipe supports, threaded rod, hardware, etc.
- All piping shall be supported laterally as well as vertically. Use of proper hangers for the conditions is essential.

I. Mechanical Specifications

The following mechanical specifications must be met:

- Mechanical Room layout is schematic, Splash Pad Vendor is confirm final mechanical room layout and provide to the Building Contractor, pipe and equipment placement may be adjusted accordingly to accommodate project needs.

- Consideration of mounting equipment on walls in order to save floor space should be value engineered as part of the mechanical room layout.
- Pipe and other material shown may be substituted with prior approval of the project designer.
- PVC pipe shall be schedule 80 PVC and socket type fittings shall conform to ASTM D2467, and ASTM D1785-12, and all applicable state and local codes.
- All piping shall be stamped with NSF seal of approval for potable water.
- It is the Proposer's responsibility to properly support piping at all valves, pumps, equipment, overhead areas, etc.
- All piping shall be supported laterally as well as vertically. Use of proper hangers for the conditions is essential; all hangers, pipe supports, threaded rod, hardware, etc. shall be provided by the Proposer.
- Piping shall be designed to carry the required quantities of water at velocities not to exceed local code requirements.

9. Proposal Evaluation

Each Proposer's proposal will be evaluated on the following criteria: qualifications, experience, references, ability to meet the project schedule, budget, etc. Each proposal will be reviewed by the Town and its designated parties and those most feasible will be taken into further consideration.

10. Proposal Submission Declaration

To the Town of Newmarket Recreation Department, hereafter called the Owner: We the undersigned declare:

1. The Proposer has carefully examined the location and site of the proposed work, as well as the materials.
2. The Proposer has no conflicts of interest with the Owner.
3. The items stated in this Proposal are in all respects true, accurate, and complete.
4. The Proposer agrees to deliver the project within the proposed schedule and for the following:

Guaranteed Maximum Price (numeric) \$ _____

written out price _____

in accordance with the following schedule of values.

Milestone	Value
"Proprietary" Site Work (if required)	\$
Splashpad equipment delivery	\$

Splashpad equipment installation	\$
Mechanical equipment installation	\$
Electrical equipment installation	\$
Splash Pad plumbing	\$
Concrete flatwork placement	\$
Concrete coloring and sealing	\$
Total Proposal Cost	\$

Proposer's Signature: _____

Position: _____

Location of Signature: _____

Date and Location of Signature: _____

11. Proposer's Information Form

Below is the Proposer's Information Form which must be included in the proposal submittal:

COMPANY NAME:	
CONTACT NAME:	
ADDRESS:	
OFFICE PHONE NUMBER:	
CELL PHONE NUMBER:	
E-MAIL ADDRESS:	
WEBSITE:	

12. Subcontractor Information Form

Below is the Subcontractor Information Form that must be included in the proposal submittal for all intended subcontractors:

1. Subcontractor Name: _____
2. Type of Work: _____
3. Contact Name: _____
4. Contact Phone Number: _____
5. Contact E-mail Address: _____
6. Have you worked with them in the past? _____
 - a. If so, what jobs (include name and contact info of owner) _____

 - b. If so, what was the cost of the project? _____

The Owner reserves the right to approve all proposed subcontractors and where the Owner objects to the use of any proposed subcontractor, the Proposer shall use another subcontractor acceptable to the Owner. Any changes to the list requires approval from the Owner.

13. References

Proposer's must supply three (3) professional references from clients for their **most recent** projects.

Below is the References Form that must be included in the proposal submittal.

Reference	Client Name	Contact Name and Number	Contact Email Address	Cost of Job
1				\$
2				\$
3				\$

END OF PROPOSAL

TOWN OF NEWMARKET

NEWMARKET, NEW HAMPSHIRE

CONCEPTUAL PLANS FOR

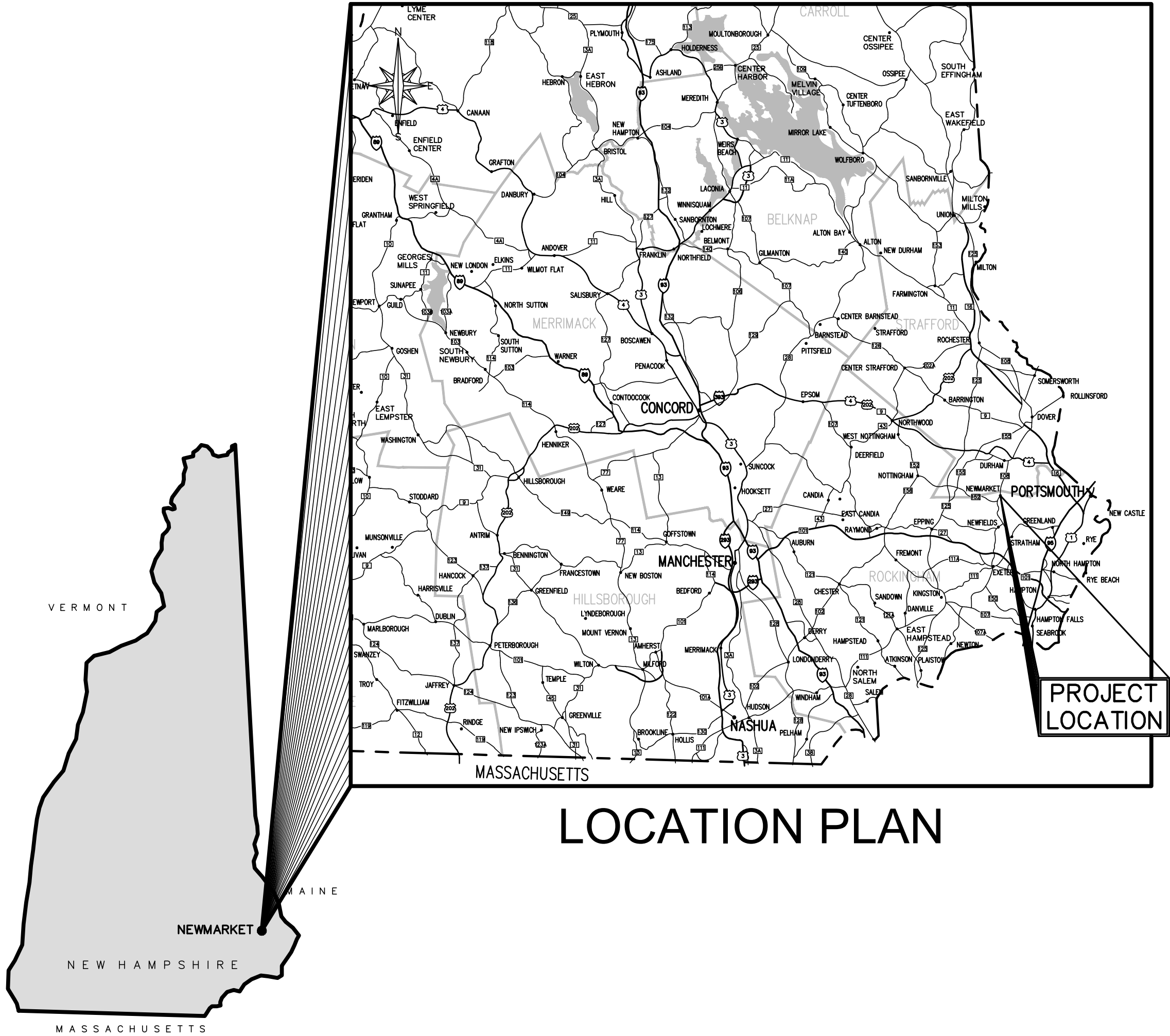
SPLASH PAD PROJECT

PREPARED BY

UNDERWOOD ENGINEERS, INC.

CONCORD, NEW HAMPSHIRE

SEPTEMBER 2020



LOCATION PLAN

TABLE OF CONTENTS		
<u>SHEET TITLE</u>	<u>DWG NO.</u>	<u>SHEET NO.</u>
COVER SHEET		
SITE PLAN AND FENCE DETAILS	C1	1
PROPOSED BATH HOUSE PLAN	B1	2
PROPOSED BATH HOUSE ELEVATIONS	B2	3
BUILDING DETAILS	B3	4



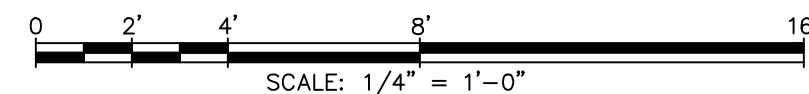
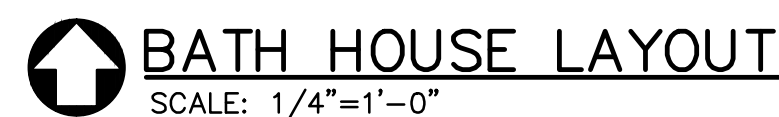
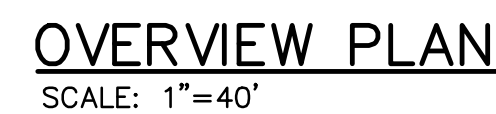
VICINITY MAP

UE #2536

1. COORDINATE WITH TOWN FOR ROUGH SITE WORK AND NEEDS
2. COORDINATE WITH SPLASH PAD VENDOR FOR SIZE OF PIT, ELECTRICAL OUTLET NEEDS, WATER SERVICE NEEDS
3. CONSTRUCT 32'x14' BUILDING WITH OVERHANGS, SCREEN WALLS, ETC

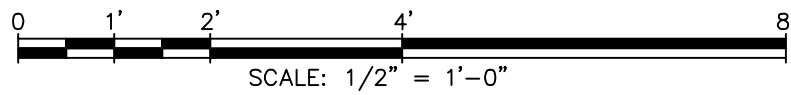
1. COORDINATE WITH TOWN FOR ROUGH SITE WORK AND NEEDS.
2. COORDINATE WITH BUILDING CONTRACTOR FOR DIMENSIONS OF MANHOLE PIT, ELECTRICAL OUTLET NEEDS, WATER SERVICE NEEDS.
3. SUPPLY SPLASH PAD (EXTERIOR) FEATURES FOR PAD AREA, PUMPS, FILTERS, ELECTRICAL CONTROLS, RESERVOIR TANK, CHLORINE CHEM-FEED, ETC. REQUIRED.
4. AND INSTALLATION OF SPLASH PAD PLUMBING.
5. FURNISH AND INSTALL CONCRETE FOR FLATWORK AND PROPOSED FEATURES AS PROPOSED.
6. START-UP AND TRAINING FOR TOWN OF NEWMARKET STAFF.

1. COORDINATE WITH BUILDING CONTRACTOR FOR ROUGH SITE WORK NEEDS
2. COORDINATE WITH SPLASH PAD VENDOR FOR ROUGH SITE WORK NEEDS.
3. PERFORM ALL ROUGH SITE WORK FOR PROJECT TO INCLUDE EXCAVATION, STRIPPING OF LOAM, BOXING OUT EXISTING MATERIALS AND REPLACING PER SPECIFICATION PROVIDED BY SPLASH PAD VENDOR. INSTALLATION OF FOUNDATION DRAINS UNDER BUILDING.
4. INSTALL NEW SEWER SERVICE FROM MAIN TO BUILDING FOOTPRINT.
5. INSTALL NEW WATER SERVICE FROM MAIN TO CURB STOP ~5' OUTSIDE OF FOOTPRINT.
6. INSTALL NEW ELECTRICAL CONDUIT FROM UTILITY POLE TO BUILDING FOOTPRINT.



1. OWNER OF RECORD:
TAX MAP U4 LOT 42
NEW MARKET SCHOOL DISTRICT
186A MAIN STREET
NEWMARKET, NH 03857
BK: 2712 PG: 2129; BK:1804 PG: 363; BK: 778 PG: 42; & BK: 778 PG: 43.
2. THE INTENT OF THIS PLAN IS TO SHOW THE BOUNDARY OF THE SUBJECT PARCEL AND THE IMPROVEMENTS THEREON.
3. THIS PLAN REPRESENTS EXISTING CONDITIONS, BOUNDARY EVIDENCE, AND MONUMENTATION AS OBSERVED DURING A SURVEY BY S&H LAND SERVICES LLC.; 1600 CANDIA ROAD, SUITE #5, MANCHESTER, NH IN APRIL 2020.
4. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN THE 1% ANNUAL CHANCE FLOOD PLAIN AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR ROCKINGHAM COUNTY, NEW HAMPSHIRE. MAP NUMBER 33015C0320E. EFFECTIVE DATE 5/17/2005.
5. ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE. S&H LAND SERVICES LLC, HAS NOT LOCATED ANY UNDERGROUND UTILITIES. ALWAYS CALL DIG SAFE TO MARK OUT UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION ACTIVITIES.
6. HORIZONTAL AND VERTICAL DATUM TAKEN FROM STATIC GPS OBSERVATIONS. HORIZONTAL DATUM IS NHSPC NAD 83 & VERTICAL DATUM IS NGVD29.
7. INTERIOR STONEWALL SHOWN TAKEN FROM REF. PLANS #2 & #3 & DEED DESCRIPTIONS BK: 2217 PG: 598. THIS AREA SHOWN ON REF. PLAN #3 AS A 5.7ACRE PARCEL IS SUBJECT TO AN OPEN SPACE DEED RESTRICTION LOCATED IN BK: 2712 PG: 2129.
8. MONUMENTATION AND PLANS WERE HELD FOR THE RIGHT OF WAY ON SOUTH MAIN STREET.
9. S&H LAND SERVICES LLC, NOTICED A DISTANCE DISCREPANCY BETWEEN REF. PLANS #2 & REF. PLAN #8. S&H LAND SERVICES LLC, HELD THE PHYSICAL EVIDENCE AS LOCATED.
10. SEE S&H LAND SERVICES LLC, PLAN ENTITLED "TAX MAP U4 LOT 42 BOUNDARY PLAN, PREPARED FOR: NEWMARKET SCHOOL DISTRICT, LOCATED AT: 211 SOUTH MAIN STREET (NH ROUTE 152), NEWMARKET, NEW HAMPSHIRE" FOR PLAN REFERENCES.

[illegible]

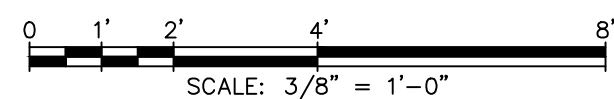
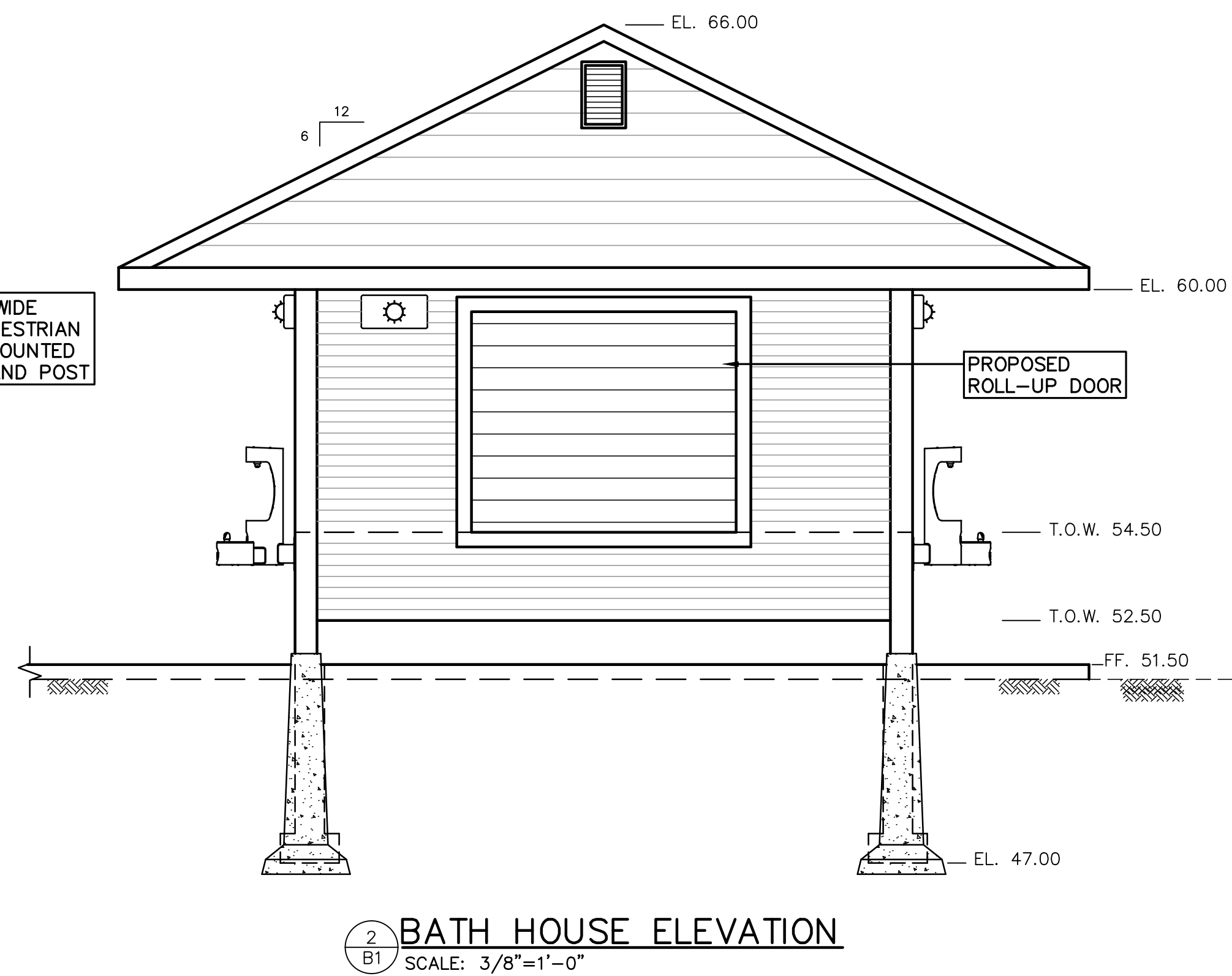
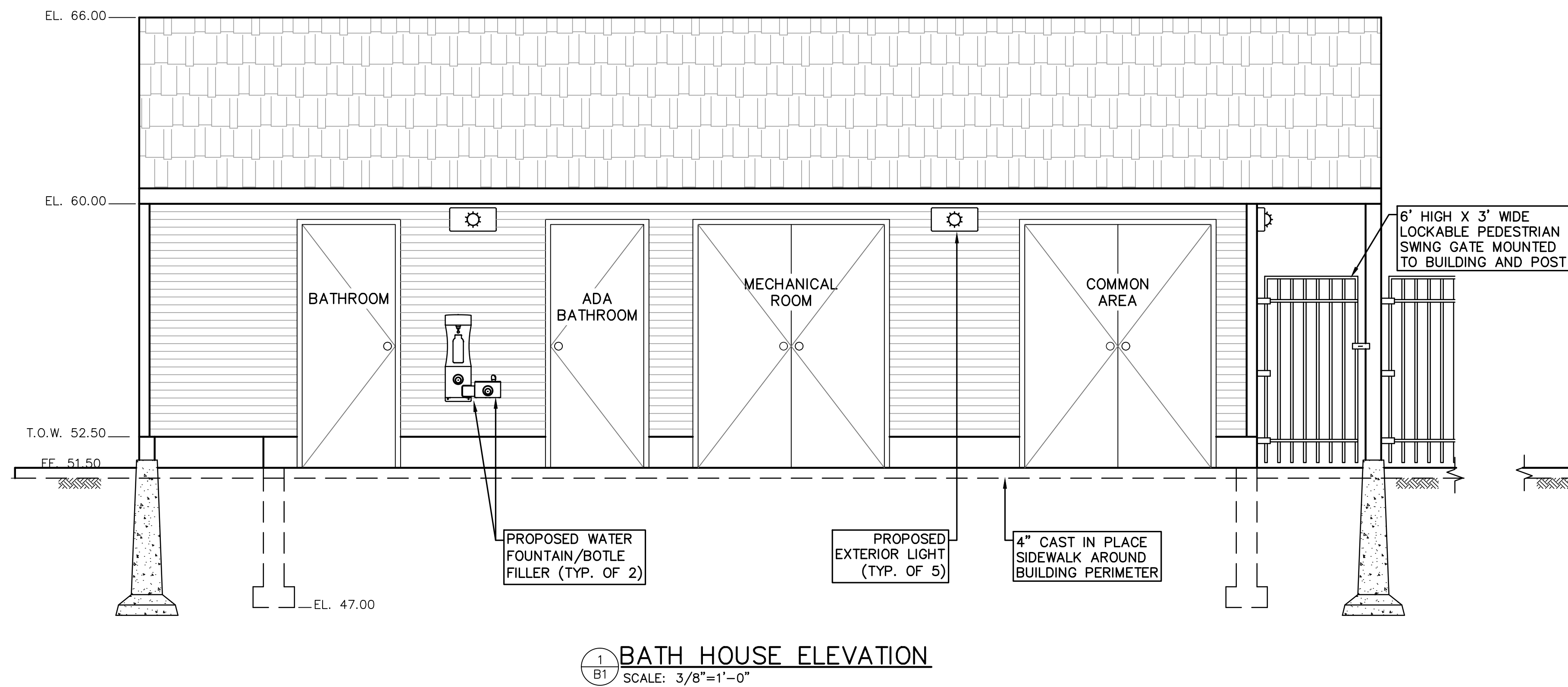
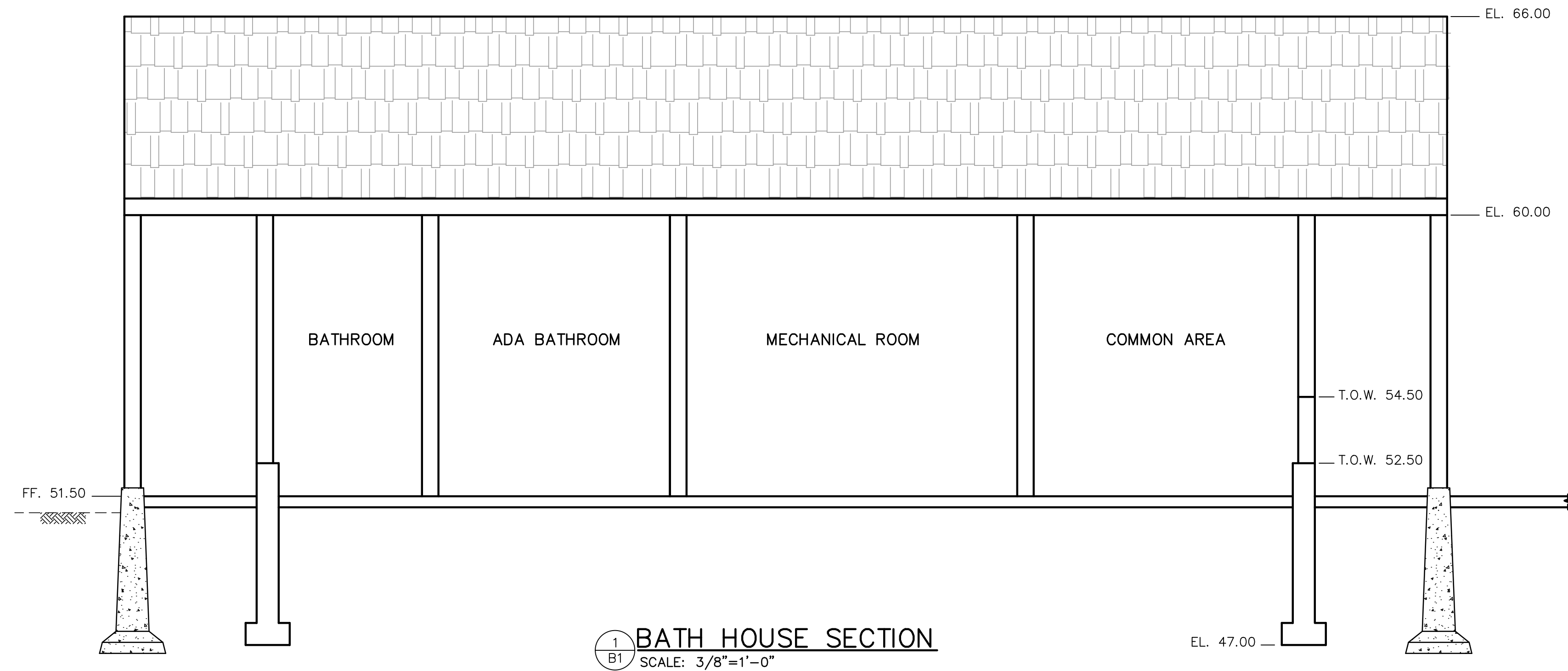


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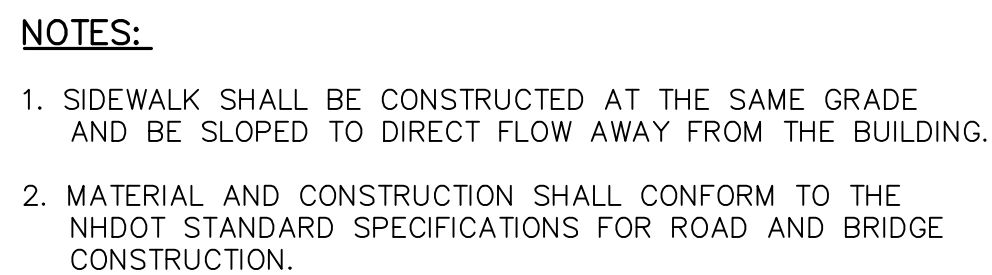
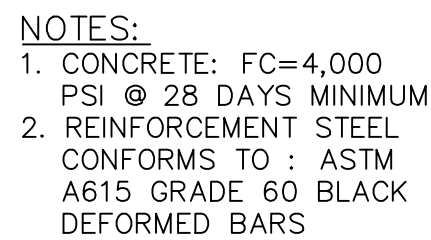
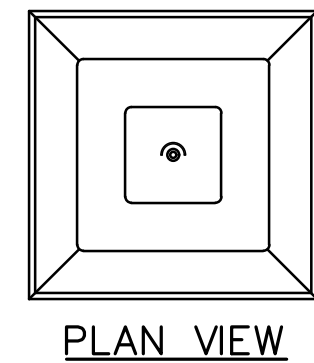
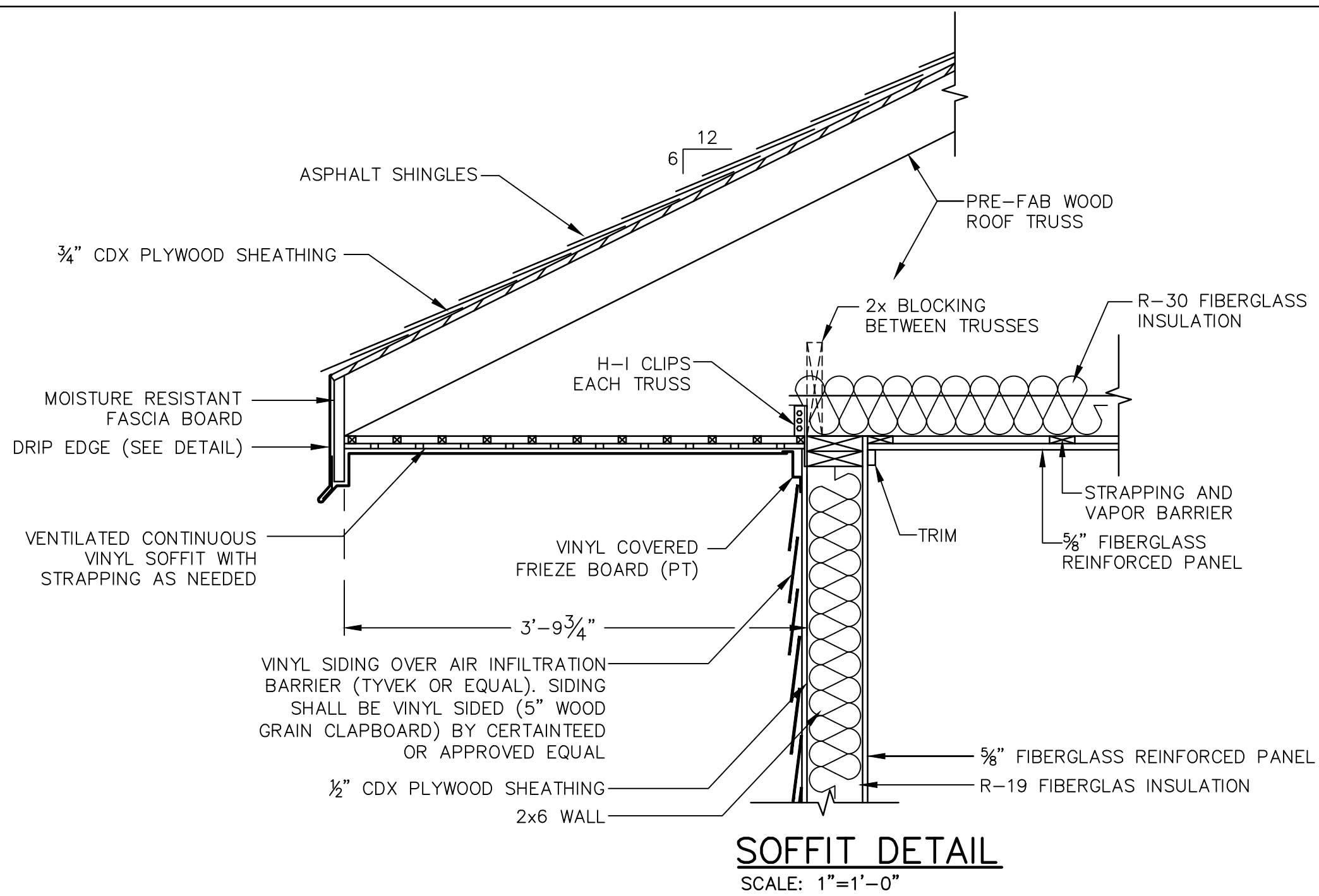
SPLASH PAD PROJECT TOWN OF NEWMARKET

25 Vaughan Mall, Portsmouth, N.H. 03801
Tel. 603-436-6192 Fax. 603-431-4733

DWG NO	SHEET
B1	2 OF 4

[illegible]

1. ORDERED EXCAVATION OF UNSUITABLE MATERIAL BELOW GRADE: BACKFILL WITH CLEAN BANK RUN GRAVEL.
2. BEDDING AND BLANKET: BEDDING SHALL BE SAND FOR CONDUIT AND WATER; STONE FOR SEWER. BLANKET SHALL BE SAND FOR ALL.
3. SUITABLE BACKFILL MATERIAL: CLEAN BANK RUN GRAVEL COMPACTED TO 95%.
4. MINIMUM COVER: NOT LESS THAN 6 FEET FOR WATER AND SEWER, PIPE TO BE DEEPER THAN 6' IF NECESSARY TO AVOID CONFLICTS WITH DRAINAGE, SEWER, OR OTHER UTILITIES. FOR CONDUIT, NOT LESS THAN 3 FEET.
5. SHEETING, IF REQUIRED: WHERE SHEETING IS PLACED ALONGSIDE THE PIPE AND EXTENDS BELOW MID-DIAMETER, IT SHALL BE CUT OFF AND LEFT IN PLACE TO AN ELEVATION 1 FOOT ABOVE THE TOP OF PIPE. WHERE SHEETING IS ORDERED BY THE ENGINEER TO BE LEFT IN PLACE, IT SHALL BE CUT OFF AT LEAST 3 FEET BELOW FINISHED GRADE, BUT NOT LESS THAN 1 FOOT ABOVE THE TOP OF THE PIPE.
6. FOR CROSS COUNTRY CONSTRUCTION, BACKFILL OR FILL SHALL BE MOUNDED TO A HEIGHT OF 6 INCHES ABOVE THE ORIGINAL GROUND SURFACE.
7. W=MAXIMUM ALLOWABLE TRENCH PAYMENT WIDTH FOR ROCK EXCAVATION, FOR ORDERED EXCAVATION BELOW GRADE, AND HANDLING OF EXCAVATED CONTAMINATED SOILS. FOR PIPES 15 INCHES NOMINAL DIAMETER OR LESS, W SHALL BE NO MORE THAN 36 INCHES. FOR PIPES GREATER THAN 15 INCHES IN NOMINAL DIAMETER, W SHALL BE 24 INCHES PLUS PIPE OUTSIDE DIAMETER (O.D.)
8. LOCATOR TAPE: TO BE TERRA TAP SENTRY LINE 1350 OR EQUAL, INSTALLED AT 18 INCHES BELOW FINISH GRADE.

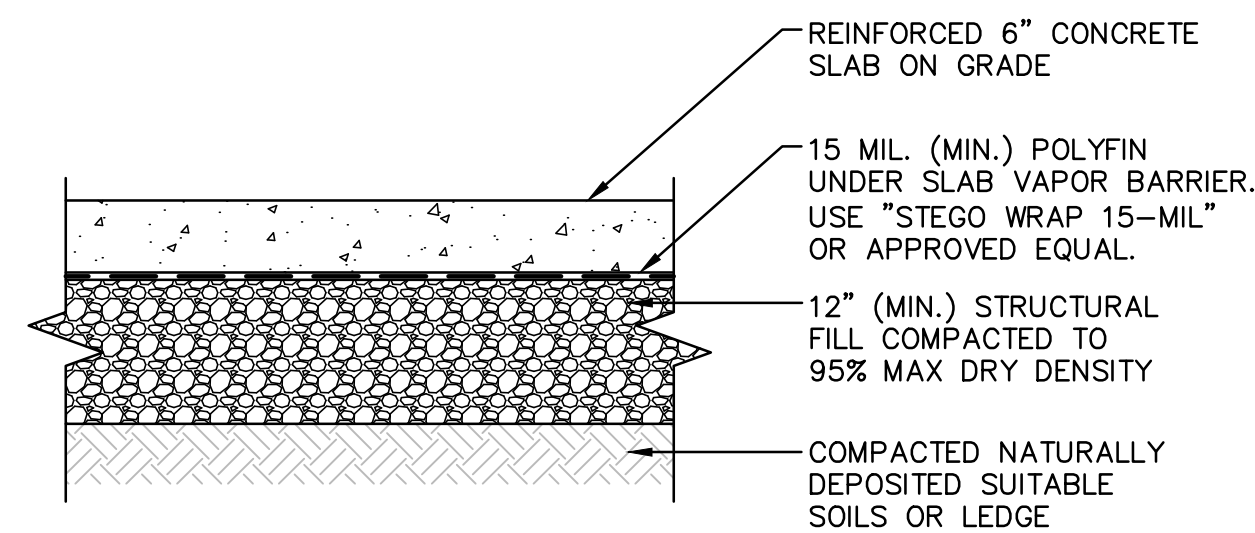


5' DECK POST BASE DETAIL



SIDEWALK DETAIL

NOT TO SCALE



TYPICAL SLAB ON GRADE
SUBGRADE WITHOUT INSULATION
NOT TO SCALE

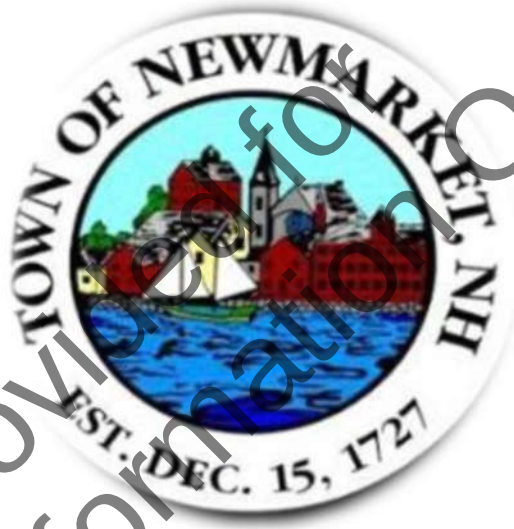
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REQUEST FOR PROPOSAL

DESIGN AND CONSTRUCTION

OF 14 X 32 BUILDING FOR SPLASHPAD WITH RESTROOMS

NEWMARKET, NH



Date Issued:
Submission Deadline:

SEPTEMBER 17, 2020
OCTOBER 23, 2020

1. Table of Contents

1. Overview.....	3
2. Scope of Work	3
3. Insurance Provisions.....	3
4. Project Schedule.....	4
5. Proposal Formatting and Submission.....	4
6. Project Contact.....	5
7. Building Requirements and Specifications.....	5
8. Proposal Evaluation.....	8
9. Proposal Submission Declaration.....	8
10. Proposer's Information Form.....	9
11. Subcontractor Information Form	9
12. References.....	10
13. Conceptual Plans.....	12

Provided for
Information Only

1. Overview

The Town of Newmarket is seeking proposals for the design and construction of a building located at the Leo A. Landroche Memorial Field off Terrace Drive, Newmarket, NH and nearby to the Newmarket Recreation Department.

This Request for Proposal (RFP) consists of the final design, supply, installation and construction of a building to house restrooms, mechanical room and storage and other aspects described within this RFP. This includes final design/layout, installation, immediate excavation and all utility connections at and through the building and floor as required. The Town will be self-performing certain aspects of this project, including bringing buried services and conduits to the building foundation. The Town will also be soliciting proposals from Splashpad Vendors at the same time as this RFP. The awarded building contractor will have to coordinate certain aspects of the project with the selected Splash Pad Vendor.

Proposals for building are to be tailored to the Town's budget limit as follows:

Estimated Total Budget Amount for Building: ~~\$ 85,000~~ **95,000**

Please note that the budget amount is inclusive of labor and materials for concrete, rough framing, roofing, electrical, plumbing, heating and ventilation, finish carpentry and millwork as described in Sections 2 and 7 below. Proposers are encouraged to provide a base price and include alternatives may add or reduce costs as appropriate. The budgeted amount excludes costs for site work, yard piping and conduits, as the Town will self-perform in coordination with the building contractor.

2. Scope of Work

Proposers will be expected to provide the following services:

- Supply, installation, and construction of all building materials as necessary for the construction of the building;
- It is required that incidental and minor items, specified or implied by the nature of the building work, be completed within the Proposer's scope of work; and
- Frequent coordination between the Proposer and the Town will be required.

Detailed required specifications for the building are further discussed in *Section 7: Building Requirements and Specifications*.

3. Insurance Provisions

The provider shall maintain at all times during the life of this contract the following insurance coverage. The provide must also require its subcontractors to maintain such coverage. Any request for modification of the coverage requirements must be submitted in writing with the proposal, and will be evaluated accordingly.

1. Worker's Compensation Insurance
2. Pollution Liability Insurance
3. Comprehensive General Liability Insurance
4. Motor Vehicle Insurance

4. Project Schedule

The following is a tentative schedule of the project:

RFP Released.....	September 17, 2020
RFP Due.....	October 23, 2020
Design/Permitting.....	November 15, 2020
Construction Start.....	December 15, 2020
Construction Complete.....	late April 2021

5. Proposal Formatting and Submission

The Proposer shall submit five (5) packets of the proposal containing the following material, each packet being no more than ten (10) pages in length:

1. Proposer's Information Form
 - a. Include the information described in *Section 10: Proposer's Information Form* section.
2. Experience, Qualifications, and Project Management
 - a. Overview of company history including past project examples. State length of existence and types of services offered.
 - b. Include makeup of staff including skills and qualifications of the team. Identify key individuals that will be working on the team by name and title.
 - c. Demonstrate experience designing and constructing small buildings such as the one proposed in this RFP.
3. Building Concept and Design
 - a. Color rendering of the proposed building, equipment, and overall design.
4. Subcontractors
 - a. List of all intended subcontractors in the format described in *Section 11: Subcontractor Information Form*.
5. Proposal Form
 - a. Submit the ***Proposal Submission Declaration*** in Section 9 with costs associated for the project. This is intended as an estimate and must be completed to the best of the Proposer's ability and returned with this RFP.
6. References
 - a. Three (3) references that meet the requirements and format described in *Section 12: References*.
7. Warranty
 - a. The Contractor shall warranty the building including any fixtures and components of the building or a period of one year. The Contractor shall provide any warranty

paperwork from product manufactures to include any special instruction necessary for start up or seasonal shutdowns.

Please note that the Town of Newmarket reserves the right to reject any or all proposals at its discretion. Lowest cost will not necessarily be the basis for award.

Proposals must be submitted by the following closing date: **October 23, 2020**

Proposals must be submitted to the following address:

**Newmarket Recreation Department
1 Terrace Drive
Newmarket, NH 03857
Attn: Aimee Gigandet, Recreation Director**

6. Project Contact

The Proposer shall direct all questions relating to this RFP to the Recreation Director via email no later than five (5) business days prior to the RFP closing date. Should any error, ambiguity, divergence, omission, oversight, contradiction, or item subject to interpretation be identified in this RFP, the Proposer shall, as it is discovered, notify the Recreation Director, via email, requesting instruction, decision, direction, or clarification.

The Recreation Director's email is as follows: agigandet@newmarketnh.gov

7. Building Requirements and Specifications

NOTE:

- Final loam and seed applied to all areas disturbed by site work and construction activities to be provided by the Town. Subgrade preparation to be the responsibility of Building Contractor.
- Local building permit fees will be waived.

A. General Requirements

General requirements for the building include the following:

- Total of four (4) individually separated restrooms, two with approximate interior dimensions of 7'x6'-3" that meet all ADA requirements and two with approximate interior dimensions of 4'-6"x6'-3".
- One (1) mechanical/electrical room with approximate interior dimensions of 10'x13'.
- One (1) common area with approximate dimensions of 8'x13'.

B. General Specifications

The Town of Newmarket follows the New Hampshire State Building Code to include the 2015 editions of the International Codes as published by the International Code Council.

International Building Code 2015 (IBC), International Residential Code 2015 (IRC), the International Plumbing Code 2015 (IPC), the International Mechanical Code 2015 (IMC), the International Energy Conservation Code 2015 IECC, and the National Electrical Code 2015 (NEC).

The Contractor, or Subcontractor as appropriate, will be responsible to complete and obtain all permits for the building, electrical, plumbing, mechanical as appropriate. Per above, all local building permit fees will be waived.

C. Water Line Specifications

The Town will install a new water service from the Corporation at the water main to the curb stop and to the building. The concrete footing shall provide a sleeve either within or just beneath the footing to accommodate bringing water inside the foundation. The Contractor shall be responsible for the plumbing interior to the building.

D. Sewer Line Specifications

The Town will install a new sewer service from the sewer main to the building. The concrete frost wall shall be equipped with a sleeve at an elevation sufficient to accommodate the proposed plumbing. The Contractor shall be responsible for the plumbing interior to the building.

E. Concrete Work Specifications

The following concrete and reinforcing specifications must be met:

- All reinforcements will conform to ASTM A615.
- All welded wire fabric will conform to ASTM A185.
- All steel reinforcement will be engineered to meet design criteria.
- All concrete mixtures will conform to ASTM C260 and ASTM C494, Type A.

- Concrete walls to be 8" thick, 3,500 psi strength. #5 reinforcing bar shall be installed on a 2' x 2' grid both horizontally and vertically. Reinforcing bars to have 3" of concrete cover minimum on all sides. Five (5) foot tall frost walls (~4' below grade + ~1' above grade), built upon 12" tall x 16" wide (nominal) footings.

- Concrete floor to be 6" thick, 4,000psi strength. 6" x 6" Welded Wire Fabric. Concrete floor to be placed over vapor barrier over 12" of stone. Concrete floors to be finished smooth and sealed with a clear silicate concrete sealer.

F. Rough Framing Specifications

The following Rough Framing specifications must be met:

- All walls shall be framed with 2X6 #2SPF or better, 16" o.c. (min) or as needed to accommodate other building features.

- Trusses shall be designed by the truss manufacturer to satisfy ground snow loads for Newmarket (elevationally adjusted).

G. Paint/Wall Finishes Specifications

For the most part, the building's interior walls are finished with FRP/plywood composite panels.

- All trim shall be made from PVC board such as Aztec or equal.

The following paint/wall finish specifications must be met:

- All paints will conform to Federal specifications.

H. Electrical Specifications

The following electrical specifications must be met:

- All electrical components must meet National Electric Code Standards.
- Size of electrical panel shall meet minimum National Electric Code Standards.
- Building to be equipped with a 200-amp electrical service.
- Each bathroom shall be wired with a combination light/ventilation fan, both operated via motion sensor with automatic on/off settings. Each bathroom shall contain a single 120V GFCI duplex receptacle.
- Wall Packs lighting shall be installed as shown on the building elevation drawings and as needed to satisfy Code requirements. Additional LED recessed units shall be installed within the overhangs, including two on each of the building gable ends.
- Recessed LED lighting shall installed in the Mechanical Room and Common Space.
- Each bathroom will be equipped with a ceiling surface mounted electric heater (2000 watts minimum) operated by a wall mounted thermostat enclosed in a tamper resistant housing.
- Mechanical Room and Common Area will each be equipped with two ceiling surface mounted electric heaters (3000 watts minimum) operated by a wall mounted thermostat enclosed in a tamper resistant housing.
- The gable end wall (within the screen walls) to include dedicated 20-amp GFCI protected outlets capable of supporting vending machines.
- The mechanical room and common area shall be equipped with no less than 8 outlets at locations prescribed by the Town during construction, as well as two external outlets in addition to those already outlined.

I. Plumbing Specifications

The following plumbing specifications must be met:

- All plumbing must meet Uniform Building Codes.
- Building to be fitted with two exterior drinking fountain/water bottle fillers (Elkay unit shown for demonstrative purposes only).

J. Restroom Specifications

The following restroom specifications must be met:

- ADA compliant toilet in all restrooms. Toilets shall be wall-mounted units equipped with flushometer (or approved equal) valves.
- ADA compliant sinks in all restrooms.
- Each accessible bathroom shall be equipped with a wall-mounted baby changing station.

K. Siding Specifications

The following siding specifications must be met:

- Vinyl siding – D5 Clapboard with a thickness of 0.046” (min).
- All Doors shall be fitted with a formed aluminum drip cap across the top.
- Color to be selected by the Town, Contractor to provide color samples for selection timely to allow sufficient time for ordering.

L. Roofing Specifications

The following roofing specifications must be met:

- Ice and Water shield shall be used along the bottom 6’ of the eaves and along the outside 3’ of the gables.
- Architectural Shingle with minimum limited lifetime warranty nominally rated at 30-years.
- Slope requirement of 6:12.
- Exterior surfaces shall be encased in painted aluminum, color selection to be made by the Town.
- Roof shall be vented above the insulated envelope. Venting shall be achieved through the use of vented soffit and continuous ridge vent installed under cap shingles.

M. Insulation Specifications

The following insulation specifications must be met:

- Exterior walls to be insulated with fiberglass insulation with a total R-value of 19, Ceilings to be insulated with fiberglass insulation with a total R-Value of 30.
- As an alternative, proposers should provide a price to upgrade insulation to Closed-cell spray foam application with an R-value of 6 (min) per inch shall be required in the perimeter walls and ceiling. Walls shall receive 4” (+/- ½”) of spray foam insulation and ceilings shall receive 6.5” (+/- ½”) of insulation throughout. Insulation shall be bulkheaded off at the top of walls to remain contained within the building’s insulated envelope.
- Interior Walls shall be insulated with fiberglass insulation having a total R-value of 15 for thermal, as well as acoustic value.

- Class 1 Fire Rating.
- Air sealing between walls and windows/doors shall be achieved using low expansion spray foam insulation.

8. Proposal Evaluation

Each Proposer's proposal will be evaluated on the following criteria: qualifications, experience, references, ability to meet the project schedule, budget, etc. Each proposal will be reviewed by the Town and its designated parties and those that are most feasible will be taken into further consideration.

9. Proposal Submission Declaration

To the Town of Newmarket Recreation Department, hereafter called the Owner, We, the undersigned declare:

1. The Proposer has carefully examined the location and site of the proposed work, as well as the materials.
2. The Proposer has no conflicts of interest with the Owner.
3. All items in this Proposal are true, accurate, and complete.
4. The Proposer agrees to deliver the project within the proposed schedule and for the following:

Guaranteed Maximum Price (numeric) \$ _____

written out price _____

in accordance with the following schedule of values.

Milestone	Value
Concrete Foundation	\$
Rough Carpentry	\$
Rough Plumbing	\$
Rough Electrical	\$
Concrete Flatwork	\$
Roofing	\$
Insulation	\$
Millwork & Siding	\$
Interior Surfaces and Trim-out	\$
Finished Plumbing including fixtures	\$

Finished Electrical including fixtures and heaters	\$
Final Finishes including painting, sealing, etc.	\$
Total Proposal Cost	\$

Proposer's Signature: _____

Position: _____

Date & Location of Signature: _____

10. Proposer's Information Form

Below is the Proposer's Information Form which must be included in the proposal submittal:

COMPANY NAME:	
CONTACT NAME:	
ADDRESS:	
OFFICE PHONE NUMBER:	
CELL PHONE NUMBER:	
E-MAIL ADDRESS:	
WEBSITE:	

11. Subcontractor Information Form

Below is the Subcontractor Information Form that must be included in the proposal submittal for all intended subcontractors:

1. Subcontractor Name: _____
2. Type of Work: _____
3. Contact Name: _____

4. Contact Phone Number: _____
5. Contact E-mail Address: _____
6. Have you worked with them in the past? _____
 - a. If so, what jobs (include name and contact info of owner) _____

 - b. If so, what was the cost of the project? _____

The Owner reserves the right to approve all proposed subcontractors and where the Owner objects to the use of any proposed subcontractor, the Proposer shall use another subcontractor acceptable to the Owner. Any changes to the list requires approval from the Owner.

12. References

Proposer's must supply three (3) professional references from clients for their most recent projects.

Below is the References Form that must be included in the proposal submittal.

Reference	Client Name	Contact Name and Number	Contact Email Address	Cost of Job
1				\$
2				\$
3				\$

END OF PROPOSAL

TOWN OF NEWMARKET

NEWMARKET, NEW HAMPSHIRE

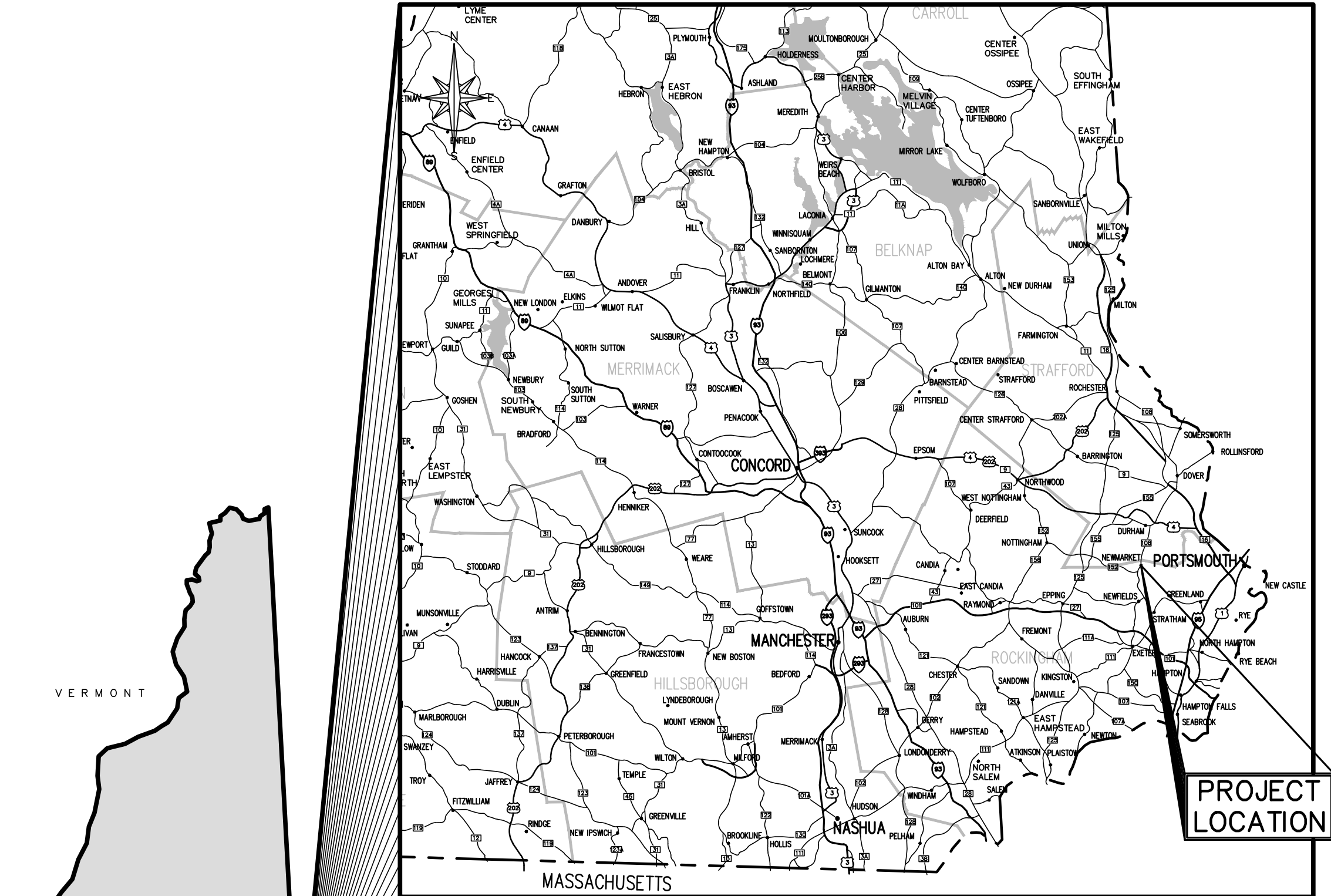
CONCEPTUAL PLANS FOR

SPLASH PAD PROJECT

PREPARED BY
UNDERWOOD ENGINEERS, INC.
CONCORD, NEW HAMPSHIRE

SEPTEMBER 2020

Provided for
Information Only



LOCATION PLAN

TABLE OF CONTENTS		
<u>SHEET TITLE</u>	<u>DWG NO.</u>	<u>SHEET NO.</u>
COVER SHEET		
SITE PLAN AND FENCE DETAILS	C1	1
PROPOSED BATH HOUSE PLAN	B1	2
PROPOSED BATH HOUSE ELEVATIONS	B2	3
BUILDING DETAILS	B3	4



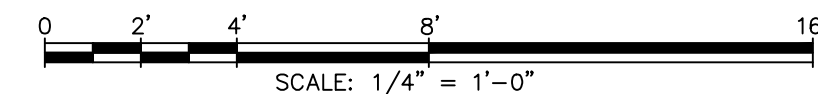
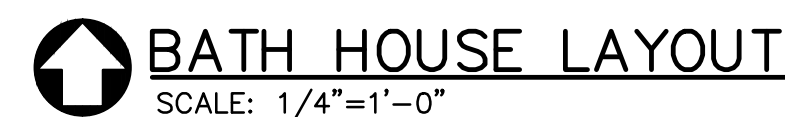
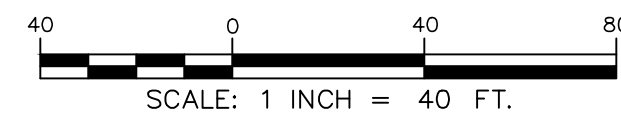
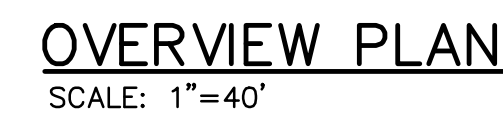
VICINITY MAP

UE #2536

1. COORDINATE WITH TOWN FOR ROUGH SITE WORK AND NEEDS
2. COORDINATE WITH SPLASH PAD VENDOR FOR SIZE OF PIT, ELECTRICAL OUTLET NEEDS, WATER SERVICE NEEDS
3. CONSTRUCT 32'x14' BUILDING WITH OVERHANGS, SCREEN WALLS, ETC

1. COORDINATE WITH TOWN FOR ROUGH SITE WORK AND NEEDS.
2. COORDINATE WITH BUILDING CONTRACTOR FOR DIMENSIONS OF MANHOLE PIT, ELECTRICAL OUTLET NEEDS, WATER SERVICE NEEDS.
3. SUPPLY SPLASH PAD (EXTERIOR) FEATURES FOR PAD AREA, PUMPS, FILTERS, ELECTRICAL CONTROLS, RESERVOIR TANK, CHEMICAL CHUTE/BOX, ETC. REQUIRED.
4. FURNISH AND INSTALL SPLASH PAD PLUMBING.
5. FURNISH AND INSTALL CONCRETE FOR FLATWALL AND PROPOSED FEATURES AS PROPOSED.
6. START-UP AND TRAINING FOR TOWN OF NEWMARKET STAFF.

1. COORDINATE WITH BUILDING CONTRACTOR FOR ROUGH SITE WORK NEEDS
2. COORDINATE WITH SPLASH PAD VENDOR FOR ROUGH SITE WORK NEEDS.
3. PERFORM ALL ROUGH SITE WORK FOR PROJECT TO INCLUDE EXCAVATION, STRIPPING OF LOAM, BOXING OUT EXISTING MATERIALS AND REPLACING PER SPECIFICATION PROVIDED BY SPLASH PAD VENDOR. INSTALLATION OF FOUNDATION DRAINS UNDER BUILDING.
4. INSTALL NEW SEWER SERVICE FROM MAIN TO BUILDING FOOTPRINT.
5. INSTALL NEW WATER SERVICE FROM MAIN TO CURB STOP ~5' OUTSIDE OF FOOTPRINT.
6. INSTALL NEW ELECTRICAL CONDUIT FROM UTILITY POLE TO BUILDING FOOTPRINT.

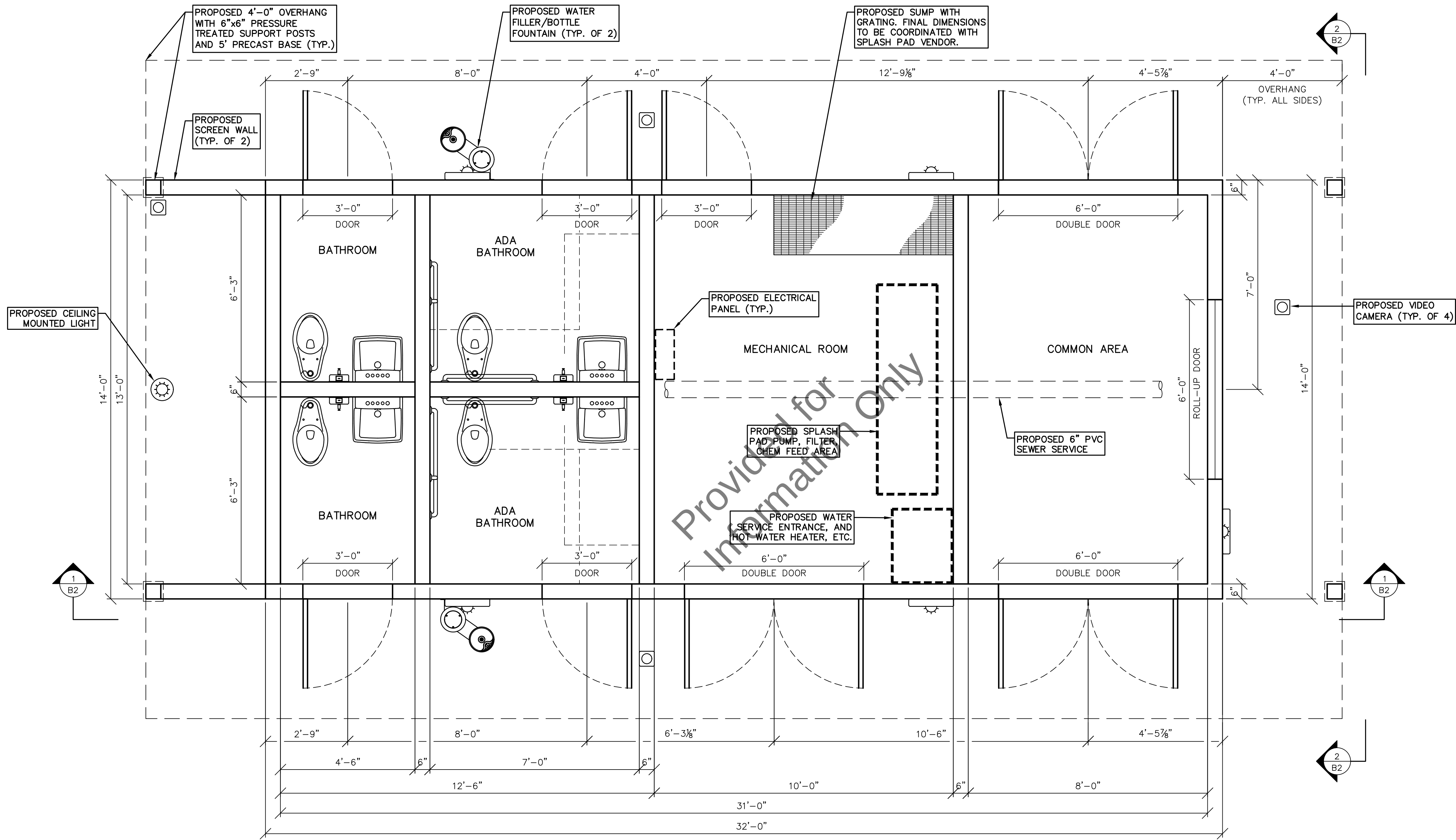


1. OWNER OF RECORD:
TAX MAP U4 LOT 42
NEW MARKET SCHOOL DISTRICT
186A MAIN STREET
NEWMARKET, NH 03857
BK: 2712 PG: 2129; BK:1804 PG: 363; BK:778 PG:42; & BK:778 PG:43.
2. THE INTENT OF THIS PLAN IS TO SHOW THE BOUNDARY OF THE SUBJECT PARCEL AND THE IMPROVEMENTS THEREON.
3. THIS PLAN REPRESENTS EXISTING CONDITIONS, BOUNDARY EVIDENCE, AND MONUMENTATION AS OBSERVED DURING A SURVEY BY S&H LAND SERVICES LLC.; 1600 CANDIA ROAD, SUITE #5, MANCHESTER, NH IN APRIL 2020.
4. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN THE 1% ANNUAL CHANCE FLOOD PLAIN AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR ROCKINGHAM COUNTY, NEW HAMPSHIRE. MAP NUMBER 33015C0320E. EFFECTIVE DATE 5/17/2005.
5. ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE. S&H LAND SERVICES LLC, HAS NOT LOCATED ANY UNDERGROUND UTILITIES. ALWAYS CALL DIG SAFE TO MARK OUT UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION ACTIVITIES.
6. HORIZONTAL AND VERTICAL DATUM TAKEN FROM STATIC GPS OBSERVATIONS. HORIZONTAL DATUM IS NHSPC NAD 83 & VERTICAL DATUM IS NGVD29.
7. INTERIOR STONEWALL SHOWN TAKEN FROM REF. PLANS #2 & #3 & DEED DESCRIPTIONS BK:2217 PG: 598. THIS AREA SHOWN ON REF. PLAN #3 AS A 5.7ACRE PARCEL IS SUBJECT TO AN OPEN SPACE DEED RESTRICTION LOCATED IN BK: 2712 PG: 2129.
8. MONUMENTATION AND PLANS WERE HELD FOR THE RIGHT OF WAY ON SOUTH MAIN STREET.
9. S&H LAND SERVICES LLC, NOTICED A DISTANCE DISCREPANCY BETWEEN REF. PLANS #2 & REF. PLAN #8. S&H LAND SERVICES LLC, HELD THE PHYSICAL EVIDENCE AS LOCATED.
10. SEE S&H LAND SERVICES LLC, PLAN ENTITLED "TAX MAP U4 LOT 42 BOUNDARY PLAN, PREPARED FOR: NEWMARKET SCHOOL DISTRICT, LOCATED AT: 211 SOUTH MAIN STREET (NH ROUTE 152), NEWMARKET, NEW HAMPSHIRE" FOR PLAN REFERENCES.

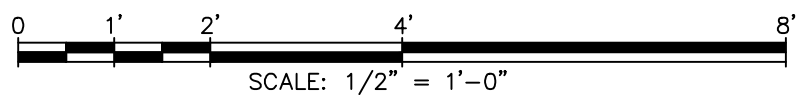


DWG NO C1		SHEET 1 OF 4		SITE PLAN AND FENCE DETAILS SPLASH PAD PROJECT TOWN OF NEWMARKET NEWMARKET, NEW HAMPSHIRE		 UNDERWOOD engineers 25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603-436-6192 Fax. 603-431-4733								Drawn / Chk. HAV Designed RJS Checked DJM Approved DJM Date JULY 2020 Book No. Project No. 2536 Dwg. ID 2536SITE Scale AS SHOWN		REVISIONS APP'D		ISSUE FOR APPROVAL Date 7/2020 By RJS CONSTRUCTION Date 9/2020 By RJS RECORD DRAWING Date By	
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 **BATH HOUSE PLAN**
SCALE: 1/2"=1'-0"



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PROPOSED BATH HOUSE PLAN

**SPLASH PAD PROJECT
TOWN OF NEWMARKET**

NEWMARKET, NEW HAMPSHIRE

DWG NO
B1

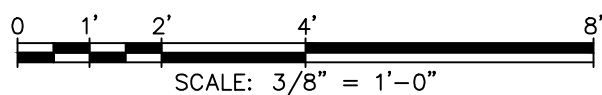
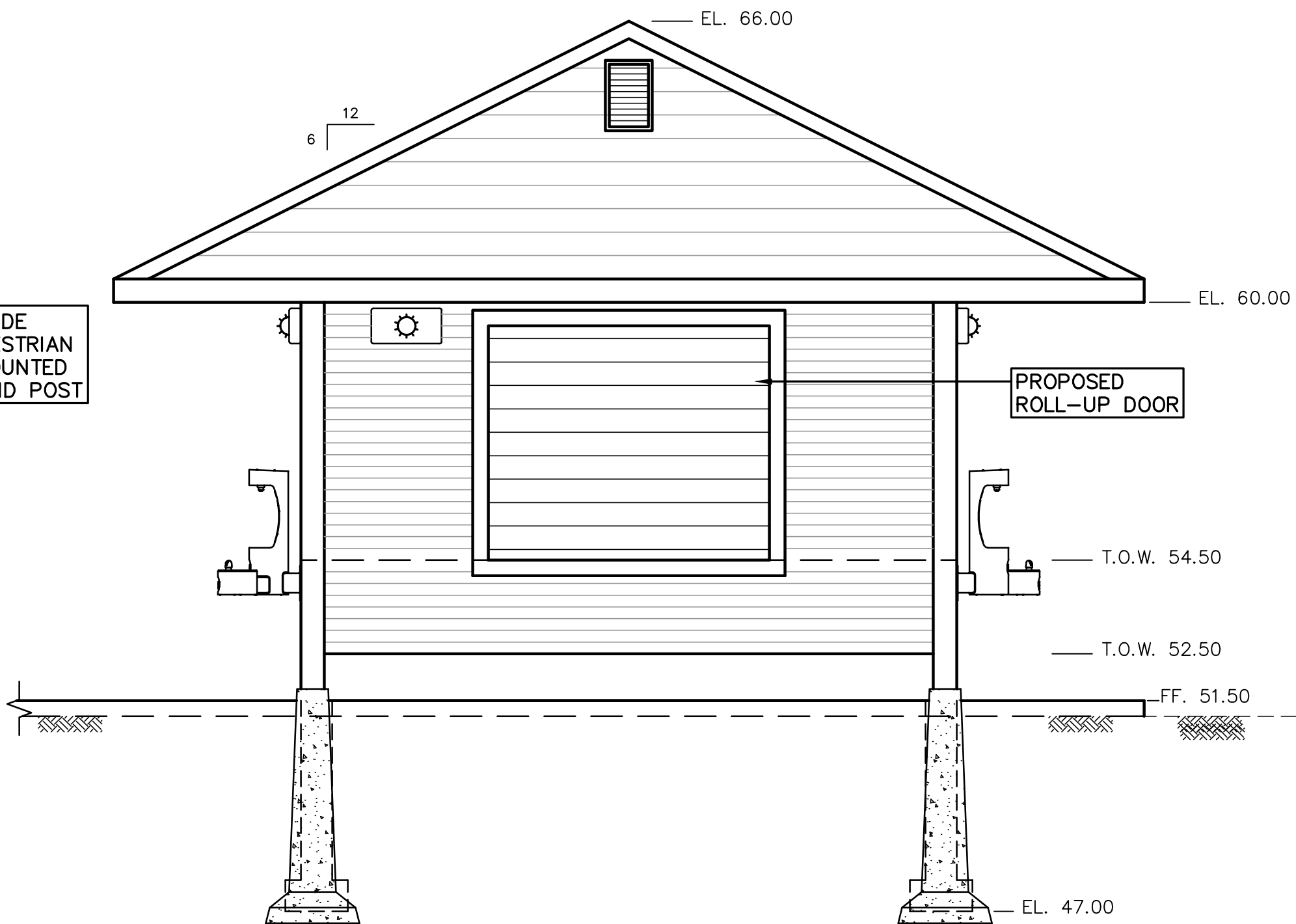
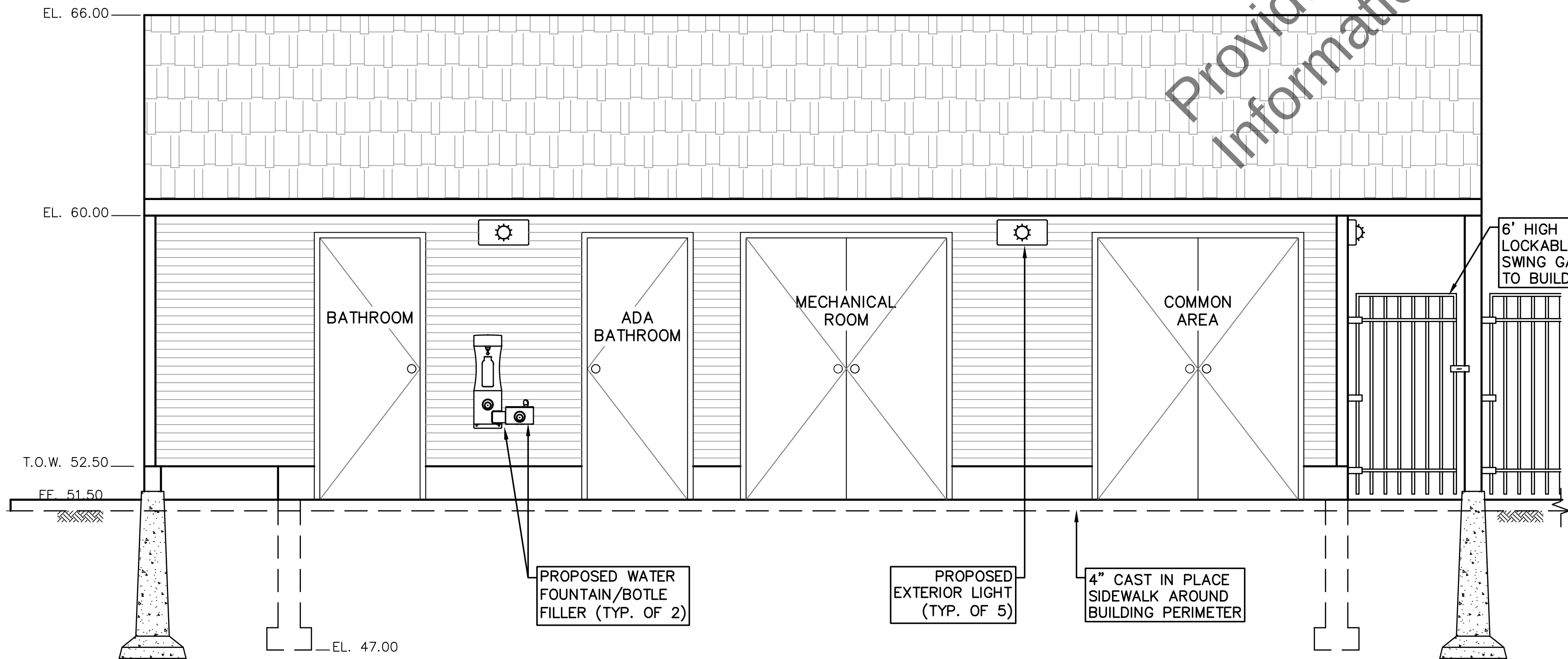
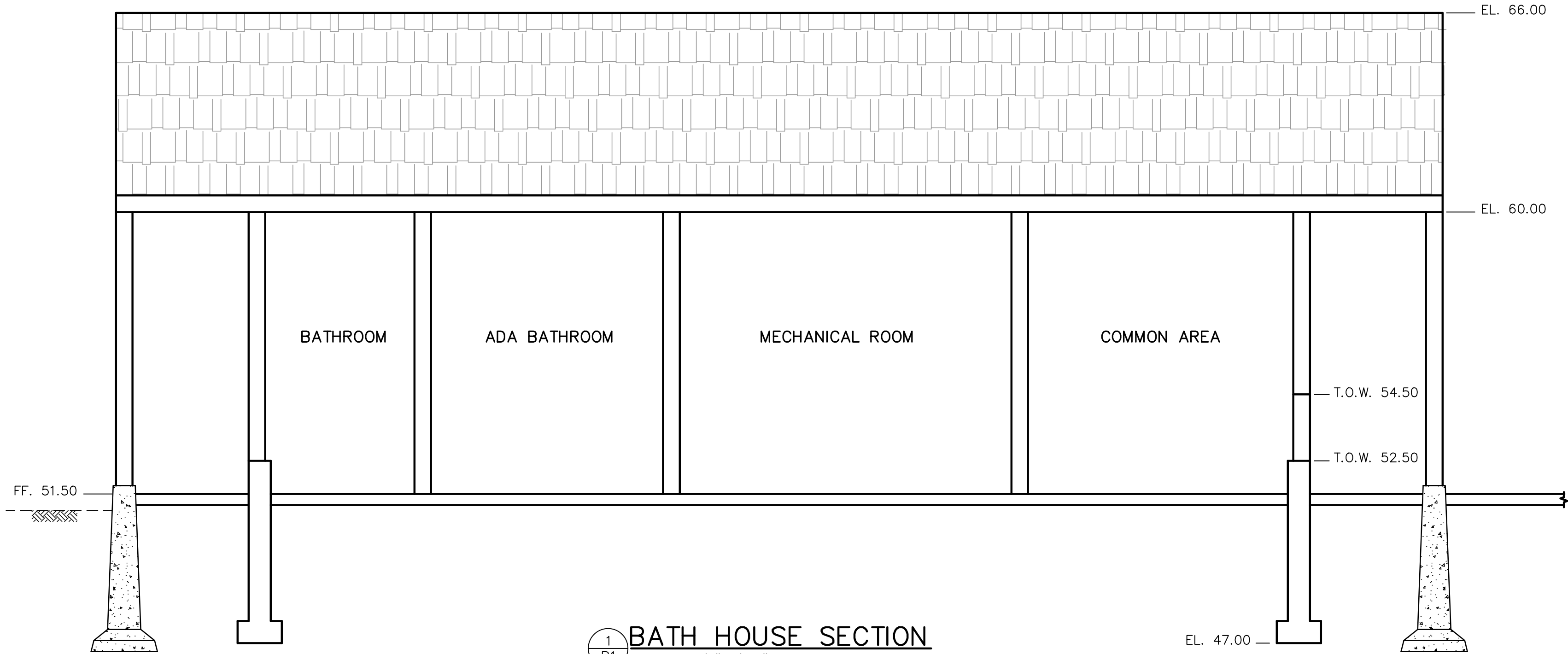
SHEET
2 OF 4



25 Vaughan Mall, Portsmouth, N.H. 03801
Tel. 603-436-6192 Fax. 603-431-4733

Drawn/Chk		HAV	ISSUE FOR	
Designed	RUS		APPROVAL	
Checked	DJM		By	
Approved	DJM		Date	7/7/2020
Date	JULY 2020		CONSTRUCTION	
Book No.			By	
Project No.	2536		Date	9/2/2020
Dwg. ID	2536BATH		RECORD DRAWING	
Scale	AS SHOWN		By	
			Date	
			APP'D	
			REVISIONS	
			NO.	

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PROPOSED BATH HOUSE ELEVATIONS
SPLASH PAD PROJECT
TOWN OF NEWMARKET
NEWMARKET, NEW HAMPSHIRE

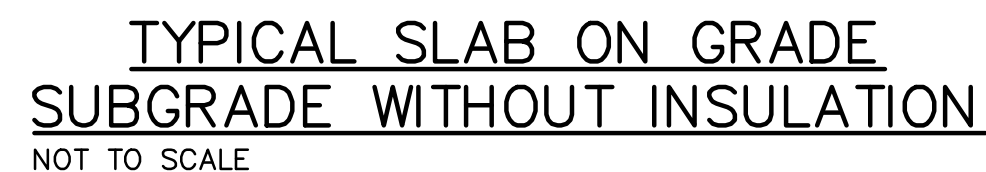
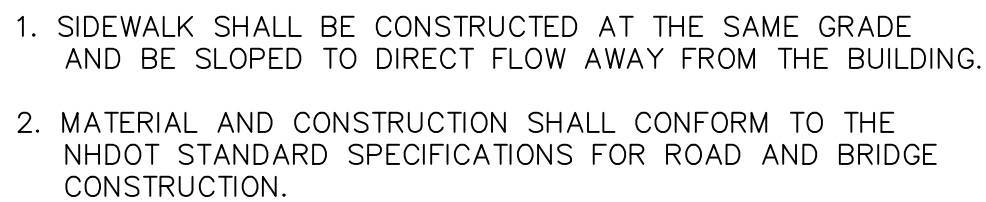
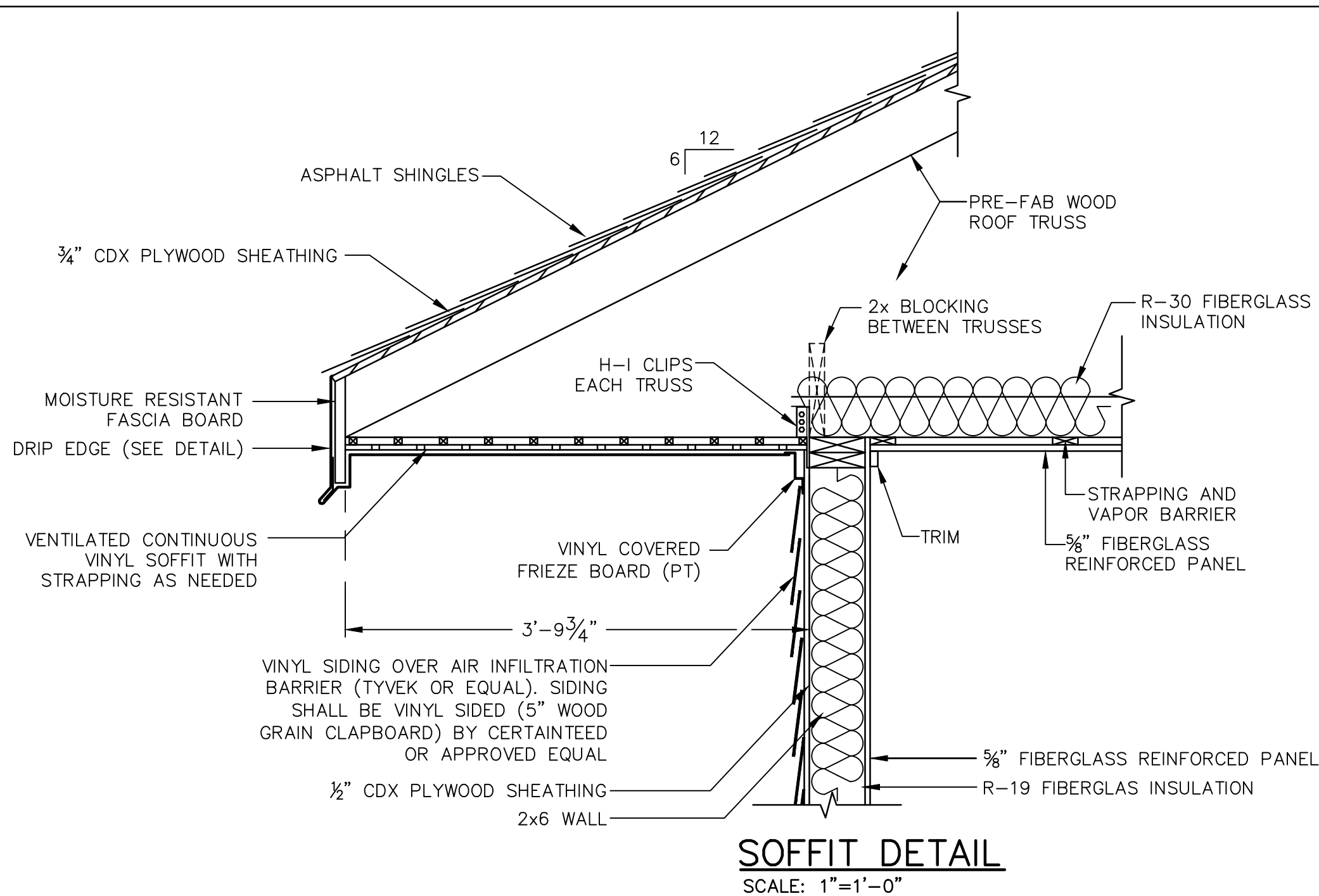
DWG NO
B2
SHEET
3 OF 4

UNDERWOOD
engineers

25 Vaughan Mall, Portsmouth, N.H. 03801
Tel. 603-436-6192 Fax. 603-431-4733

Drawn/Chk	HAV	RUS	By	ISSUE FOR
Designed				APPROVAL
Checked				
Approved				
Date				Date
Book No.				CONSTRUCTION
Project No.				Date
Dwg. ID				RECORD DRAWING
Scale				Date
AS SHOWN				
NO.				REVISIONS
				APP'D

1. ORDERED EXCAVATION OF UNSUITABLE MATERIAL BELOW GRADE: BACKFILL WITH CLEAN BANK RUN GRAVEL.
2. BEDDING AND BLANKET: BEDDING SHALL BE SAND FOR CONDUIT AND WATER; STONE FOR SEWER. BLANKET SHALL BE SAND FOR ALL.
3. SUITABLE BACKFILL MATERIAL: CLEAN BANK RUN GRAVEL COMPACTED TO 95%.
4. MINIMUM COVER: NOT LESS THAN 6 FEET FOR WATER AND SEWER, PIPE TO BE DEEPER THAN 6' IF NECESSARY TO AVOID CONFLICTS WITH DRAINAGE, SEWER, OR OTHER UTILITIES. FOR CONDUIT, NOT LESS THAN 3 FEET.
5. SHEETING, IF REQUIRED: WHERE SHEETING IS PLACED ALONGSIDE THE PIPE AND EXTENDS BELOW MID-DIAMETER, IT SHALL BE CUT OFF AND LEFT IN PLACE TO AN ELEVATION 1 FOOT ABOVE THE TOP OF PIPE. WHERE SHEETING IS ORDERED BY THE ENGINEER TO BE LEFT IN PLACE, IT SHALL BE CUT OFF AT LEAST 3 FEET BELOW FINISHED GRADE, BUT NOT LESS THAN 1 FOOT ABOVE THE TOP OF THE PIPE.
6. FOR CROSS COUNTRY CONSTRUCTION, BACKFILL OR FILL SHALL BE MOUNDED TO A HEIGHT OF 6 INCHES ABOVE THE ORIGINAL GROUND SURFACE.
7. W=MAXIMUM ALLOWABLE TRENCH PAYMENT WIDTH FOR ROCK EXCAVATION, FOR ORDERED EXCAVATION BELOW GRADE, AND HANDLING OF EXCAVATED CONTAMINATED SOILS. FOR PIPES 15 INCHES NOMINAL DIAMETER OR LESS, W SHALL BE NO MORE THAN 36 INCHES. FOR PIPES GREATER THAN 15 INCHES IN NOMINAL DIAMETER, W SHALL BE 24 INCHES PLUS PIPE OUTSIDE DIAMETER (O.D.)
8. LOCATOR TAPE: TO BE TERRA TAP SENTRY LINE 1350 OR EQUAL, INSTALLED AT 18 INCHES BELOW FINISH GRADE.



BUILDING DETAILS		 UNDERWOOD engineers	25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603-436-6192 Fax. 603-431-4733	Drawn/Chk. <u> </u> HAV <u> </u> Designed <u> </u> Checked <u> </u> Approved <u> </u> Date <u> </u> JULY 2020 <u> </u> Book No. <u> </u> Project No. <u>2536</u> Dwg. ID <u>536BDET</u> Scale <u> </u> AS SHOWN <u> </u>	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△	△
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REQUEST FOR PROPOSAL

DESIGN AND CONSTRUCTION

OF 14 X 32 BUILDING FOR SPLASHPAD WITH RESTROOMS

NEWMARKET, NH



Date Issued:
Submission Deadline:

SEPTEMBER 17, 2020
OCTOBER 23, 2020

1. Table of Contents

1. Overview.....	3
2. Scope of Work	3
3. Insurance Provisions.....	3
4. Project Schedule.....	4
5. Proposal Formatting and Submission.....	4
6. Project Contact	5
7. Building Requirements and Specifications.....	5
8. Proposal Evaluation	8
9. Proposal Submission Declaration.....	8
10. Proposer’s Information Form	9
11. Subcontractor Information Form	9
12. References.....	10
13. Conceptual Plans.....	12

1. Overview

The Town of Newmarket is seeking proposals for the design and construction of a building located at the Leo A. Landroche Memorial Field off Terrace Drive, Newmarket, NH and nearby to the Newmarket Recreation Department.

This Request for Proposal (RFP) consists of the final design, supply, installation and construction of a building to house restrooms, mechanical room and storage and other aspects described within this RFP. This includes final design/layout, installation, immediate excavation and all utility connections at and through the building and floor as required. The Town will be self-performing certain aspects of this project, including bringing buried services and conduits to the building foundation. The Town will also be soliciting proposals from Splashpad Vendors at the same time as this RFP. The awarded building contractor will have to coordinate certain aspects of the project with the selected Splash Pad Vendor.

Proposals for building are to be tailored to the Town's budget limit as follows:

Estimated Total Budget Amount for Building: \$ 85,000-95,000

Please note that the budget amount is inclusive of labor and materials for concrete, rough framing, roofing, electrical, plumbing, heating and ventilation, finish carpentry and millwork as described in Sections 2 and 7 below. Proposers are encouraged to provide a base price and include alternatives may add or reduce costs as appropriate. The budgeted amount excludes costs for site work, yard piping and conduits, as the Town will self-perform in coordination with the building contractor.

2. Scope of Work

Proposers will be expected to provide the following services:

- Supply, installation, and construction of all building materials as necessary for the construction of the building;
- It is required that incidental and minor items, specified or implied by the nature of the building work, be completed within the Proposer's scope of work; and
- Frequent coordination between the Proposer and the Town will be required.

Detailed required specifications for the building are further discussed in *Section 7: Building Requirements and Specifications*.

3. Insurance Provisions

The provider shall maintain at all times during the life of this contract the following insurance coverage. The provide must also require its subcontractors to maintain such coverage. Any request for modification of the coverage requirements must be submitted in writing with the proposal, and will be evaluated accordingly.

1. Worker's Compensation Insurance
2. Pollution Liability Insurance
3. Comprehensive General Liability Insurance
4. Motor Vehicle Insurance

4. Project Schedule

The following is a tentative schedule of the project:

RFP Released.....	September 17, 2020
RFP Due.....	October 23, 2020
Design/Permitting.....	November 15, 2020
Construction Start.....	December 15, 2020
Construction Complete.....	late April 2021

5. Proposal Formatting and Submission

The Proposer shall submit five (5) packets of the proposal containing the following material, each packet being no more than ten (10) pages in length:

1. Proposer's Information Form
 - a. Include the information described in *Section 10: Proposer's Information Form* section.
2. Experience, Qualifications, and Project Management
 - a. Overview of company history including past project examples. State length of existence and types of services offered.
 - b. Include makeup of staff including skills and qualifications of the team. Identify key individuals that will be working on the team by name and title.
 - c. Demonstrate experience designing and constructing small buildings such as the one proposed in this RFP.
3. Building Concept and Design
 - a. Color rendering of the proposed building, equipment, and overall design.
4. Subcontractors
 - a. List of all intended subcontractors in the format described in *Section 11: Subcontractor Information Form*.
5. Proposal Form
 - a. Submit the ***Proposal Submission Declaration*** in Section 9 with costs associated for the project. This is intended as an estimate and must be completed to the best of the Proposer's ability and returned with this RFP.
6. References
 - a. Three (3) references that meet the requirements and format described in *Section 12: References*.
7. Warranty
 - a. The Contractor shall warranty the building including any fixtures and components of the building or a period of one year. The Contractor shall provide any warranty

paperwork from product manufactures to include any special instruction necessary for start up or seasonal shutdowns.

Please note that the Town of Newmarket reserves the right to reject any or all proposals at its discretion. Lowest cost will not necessarily be the basis for award.

Proposals must be submitted by the following closing date: **October 23, 2020**

Proposals must be submitted to the following address:

**Newmarket Recreation Department
1 Terrace Drive
Newmarket, NH 03857
Attn: Aimee Gigandet, Recreation Director**

6. Project Contact

The Proposer shall direct all questions relating to this RFP to the Recreation Director via email no later than five (5) business days prior to the RFP closing date. Should any error, ambiguity, divergence, omission, oversight, contradiction, or item subject to interpretation be identified in this RFP, the Proposer shall, as it is discovered, notify the Recreation Director, via email, requesting instruction, decision, direction, or clarification.

The Recreation Director's email is as follows: agigandet@newmarketnh.gov

7. Building Requirements and Specifications

NOTE:

- Final loam and seed applied to all areas disturbed by site work and construction activities to be provided by the Town. Subgrade preparation to be the responsibility of Building Contractor.
- Local building permit fees will be waived.

A. General Requirements

General requirements for the building include the following:

- Total of four (4) individually separated restrooms, two with approximate interior dimensions of 7'x6'-3" that meet all ADA requirements and two with approximate interior dimensions of 4'-6"x6'-3".
- One (1) mechanical/electrical room with approximate interior dimensions of 10'x13'.
- One (1) common area with approximate dimensions of 8'x13'.

B. General Specifications

The Town of Newmarket follows the New Hampshire State Building Code to include the 2015 editions of the International Codes as published by the International Code Council.

International Building Code 2015 (IBC), International Residential Code 2015 (IRC), the International Plumbing Code 2015 (IPC), the International Mechanical Code 2015 (IMC), the International Energy Conservation Code 2015 IECC, and the National Electrical Code 2015 (NEC).

The Contractor, or Subcontractor as appropriate, will be responsible to complete and obtain all permits for the building, electrical, plumbing, mechanical as appropriate. Per above, all local building permit fees will be waived.

C. Water Line Specifications

The Town will install a new water service from the Corporation at the water main to the curb stop and to the building. The concrete footing shall provide a sleeve either within or just beneath the footing to accommodate bringing water inside the foundation. The Contractor shall be responsible for the plumbing interior to the building.

D. Sewer Line Specifications

The Town will install a new sewer service from the sewer main to the building. The concrete frost wall shall be equipped with a sleeve at an elevation sufficient to accommodate the proposed plumbing. The Contractor shall be responsible for the plumbing interior to the building.

E. Concrete Work Specifications

The following concrete and reinforcing specifications must be met:

- All reinforcements will conform to ASTM A615.
- All welded wire fabric will conform to ASTM A185.
- All steel reinforcement will be engineered to meet design criteria.
- All concrete mixtures will conform to ASTM C260 and ASTM C494, Type A.

- Concrete walls to be 8" thick, 3,500 psi strength. #5 reinforcing bar shall be installed on a 2' x 2' grid both horizontally and vertically. Reinforcing bars to have 3" of concrete cover minimum on all sides. Five (5) foot tall frost walls (~4' below grade + ~1' above grade), built upon 12" tall x 16" wide (nominal) footings.

- Concrete floor to be 6" thick, 4,000psi strength. 6" x 6" Welded Wire Fabric. Concrete floor to be placed over vapor barrier over 12" of stone. Concrete floors to be finished smooth and sealed with a clear silicate concrete sealer.

F. Rough Framing Specifications

The following Rough Framing specifications must be met:

- All walls shall be framed with 2X6 #2SPF or better, 16" o.c. (min) or as needed to accommodate other building features.

- Trusses shall be designed by the truss manufacturer to satisfy ground snow loads for Newmarket (elevationally adjusted).

G. Paint/Wall Finishes Specifications

For the most part, the building's interior walls are finished with FRP/plywood composite panels.

- All trim shall be made from PVC board such as Aztec or equal.

The following paint/wall finish specifications must be met:

- All paints will conform to Federal specifications.

H. Electrical Specifications

The following electrical specifications must be met:

- All electrical components must meet National Electric Code Standards.
- Size of electrical panel shall meet minimum National Electric Code Standards.
- Building to be equipped with a 200-amp electrical service.
- Each bathroom shall be wired with a combination light/ventilation fan, both operated via motion sensor with automatic on/off settings. Each bathroom shall contain a single 120V GFCI duplex receptacle.
- Wall Packs lighting shall be installed as shown on the building elevation drawings and as needed to satisfy Code requirements. Additional LED recessed units shall be installed within the overhangs, including two on each of the building gable ends.
- Recessed LED lighting shall installed in the Mechanical Room and Common Space.
- Each bathroom will be equipped with a ceiling surface mounted electric heater (2000 watts minimum) operated by a wall mounted thermostat enclosed in a tamper resistant housing.
- Mechanical Room and Common Area will each be equipped with two ceiling surface mounted electric heaters (3000 watts minimum) operated by a wall mounted thermostat enclosed in a tamper resistant housing.
- The gable end wall (within the screen walls) to include dedicated 20-amp GFCI protected outlets capable of supporting vending machines.
- The mechanical room and common area shall be equipped with no less than 8 outlets at locations prescribed by the Town during construction, as well as two external outlets in addition to those already outlined.

I. Plumbing Specifications

The following plumbing specifications must be met:

- All plumbing must meet Uniform Building Codes.
- Building to be fitted with two exterior drinking fountain/water bottle fillers (Elkay unit shown for demonstrative purposes only).

J. Restroom Specifications

The following restroom specifications must be met:

- ADA compliant toilet in all restrooms. Toilets shall be wall-mounted units equipped with flushometer (or approved equal) valves.
- ADA compliant sinks in all restrooms.
- Each accessible bathroom shall be equipped with a wall-mounted baby changing station.

K. Siding Specifications

The following siding specifications must be met:

- Vinyl siding – D5 Clapboard with a thickness of 0.046” (min).
- All Doors shall be fitted with a formed aluminum drip cap across the top.
- Color to be selected by the Town, Contractor to provide color samples for selection timely to allow sufficient time for ordering.

L. Roofing Specifications

The following roofing specifications must be met:

- Ice and Water shield shall be used along the bottom 6’ of the eaves and along the outside 3’ of the gables.
- Architectural Shingle with minimum limited lifetime warranty nominally rated at 30-years.
- Slope requirement of 6:12.
- Exterior surfaces shall be encased in painted aluminum, color selection to be made by the Town.
- Roof shall be vented above the insulated envelope. Venting shall be achieved through the use of vented soffit and continuous ridge vent installed under cap shingles.

M. Insulation Specifications

The following insulation specifications must be met:

- Exterior walls to be insulated with fiberglass insulation with a total R-value of 19, Ceilings to be insulated with fiberglass insulation with a total R-Value of 30.
- As an alternative, proposers should provide a price to upgrade insulation to Closed-cell spray foam application with an R-value of 6 (min) per inch shall be required in the perimeter walls and ceiling. Walls shall receive 4” (+/- ½”) of spray foam insulation and ceilings shall receive 6.5” (+/- ½”) of insulation throughout. Insulation shall be bulkheaded off at the top of walls to remain contained within the building’s insulated envelope.
- Interior Walls shall be insulated with fiberglass insulation having a total R-value of 15 for thermal, as well as acoustic value.

- Class 1 Fire Rating.
- Air sealing between walls and windows/doors shall be achieved using low expansion spray foam insulation.

8. Proposal Evaluation

Each Proposer's proposal will be evaluated on the following criteria: qualifications, experience, references, ability to meet the project schedule, budget, etc. Each proposal will be reviewed by the Town and its designated parties and those that are most feasible will be taken into further consideration.

9. Proposal Submission Declaration

To the Town of Newmarket Recreation Department, hereafter called the Owner, We, the undersigned declare:

1. The Proposer has carefully examined the location and site of the proposed work, as well as the materials.
2. The Proposer has no conflicts of interest with the Owner.
3. All items in this Proposal are true, accurate, and complete.
4. The Proposer agrees to deliver the project within the proposed schedule and for the following:

Guaranteed Maximum Price (numeric) \$ _____

written out price _____

in accordance with the following schedule of values.

Milestone	Value
Concrete Foundation	\$
Rough Carpentry	\$
Rough Plumbing	\$
Rough Electrical	\$
Concrete Flatwork	\$
Roofing	\$
Insulation	\$
Millwork & Siding	\$
Interior Surfaces and Trim-out	\$
Finished Plumbing including fixtures	\$

Finished Electrical including fixtures and heaters	\$
Final Finishes including painting, sealing, etc.	\$
Total Proposal Cost	\$

Proposer's Signature: _____

Position: _____

Date & Location of Signature: _____

10. Proposer's Information Form

Below is the Proposer's Information Form which must be included in the proposal submittal:

COMPANY NAME:	
CONTACT NAME:	
ADDRESS:	
OFFICE PHONE NUMBER:	
CELL PHONE NUMBER:	
E-MAIL ADDRESS:	
WEBSITE:	

11. Subcontractor Information Form

Below is the Subcontractor Information Form that must be included in the proposal submittal for all intended subcontractors:

1. Subcontractor Name: _____
2. Type of Work: _____
3. Contact Name: _____

4. Contact Phone Number: _____
5. Contact E-mail Address: _____
6. Have you worked with them in the past? _____
 - a. If so, what jobs (include name and contact info of owner) _____

 - b. If so, what was the cost of the project? _____

The Owner reserves the right to approve all proposed subcontractors and where the Owner objects to the use of any proposed subcontractor, the Proposer shall use another subcontractor acceptable to the Owner. Any changes to the list requires approval from the Owner.

12. References

Proposer's must supply three (3) professional references from clients for their **most recent** projects.

Below is the References Form that must be included in the proposal submittal.

Reference	Client Name	Contact Name and Number	Contact Email Address	Cost of Job
1				\$
2				\$
3				\$

END OF PROPOSAL

TOWN OF NEWMARKET

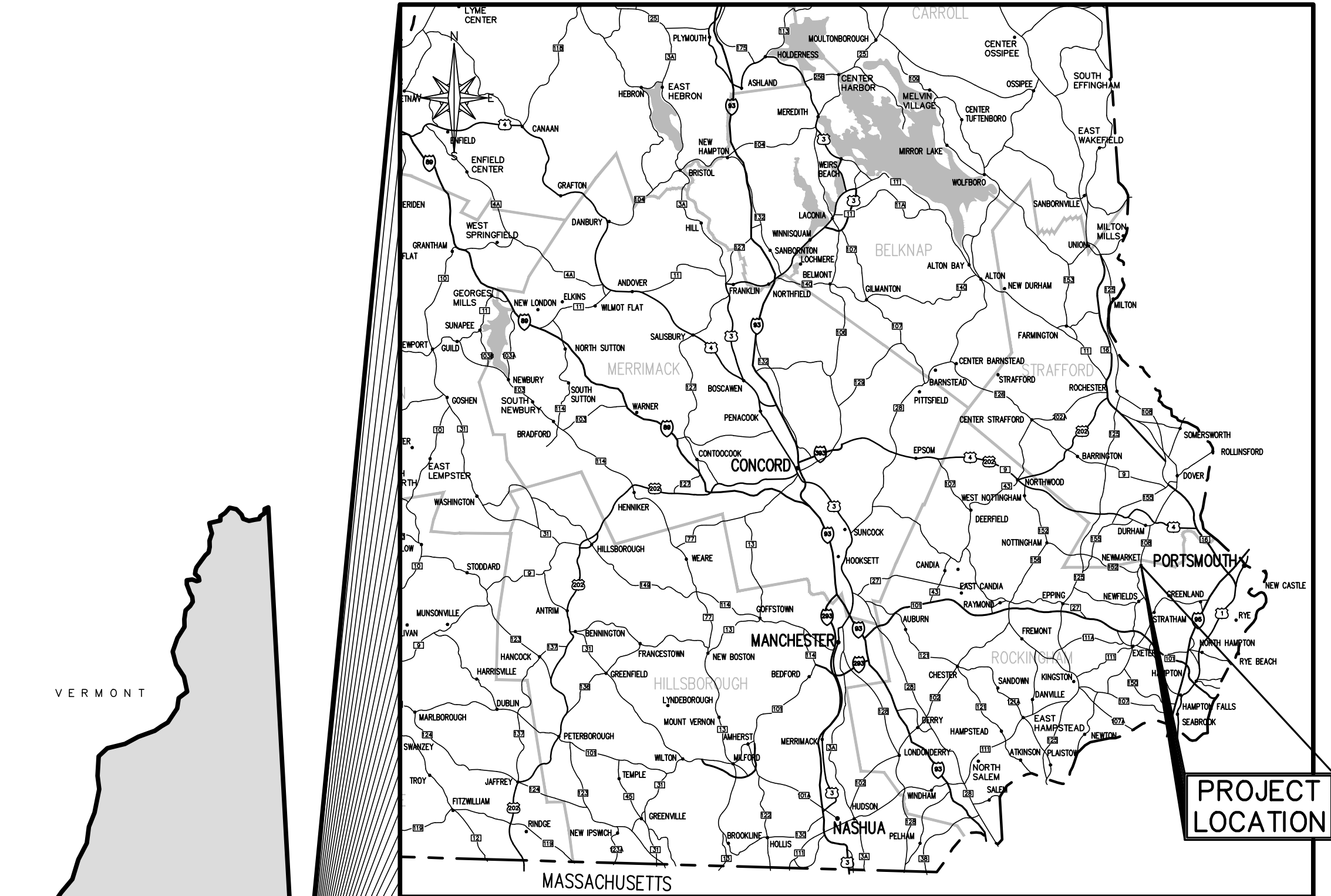
NEWMARKET, NEW HAMPSHIRE

CONCEPTUAL PLANS FOR SPLASH PAD PROJECT

PREPARED BY
UNDERWOOD ENGINEERS, INC.
CONCORD, NEW HAMPSHIRE

SEPTEMBER 2020

TABLE OF CONTENTS		
<u>SHEET TITLE</u>	<u>DWG NO.</u>	<u>SHEET NO.</u>
COVER SHEET		
SITE PLAN AND FENCE DETAILS	C1	1
PROPOSED BATH HOUSE PLAN	B1	2
PROPOSED BATH HOUSE ELEVATIONS	B2	3
BUILDING DETAILS	B3	4



LOCATION PLAN



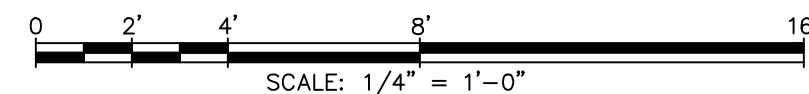
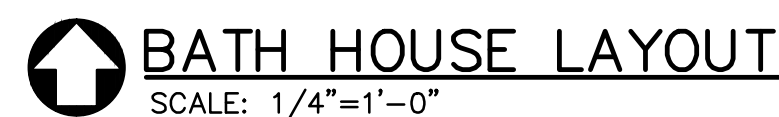
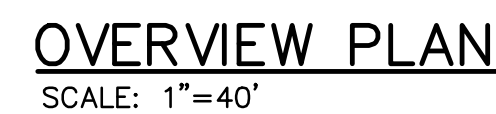
VICINITY MAP

UE #2536

1. COORDINATE WITH TOWN FOR ROUGH SITE WORK AND NEEDS
2. COORDINATE WITH SPLASH PAD VENDOR FOR SIZE OF PIT, ELECTRICAL OUTLET NEEDS, WATER SERVICE NEEDS
3. CONSTRUCT 32'x14' BUILDING WITH OVERHANGS, SCREEN WALLS, ETC

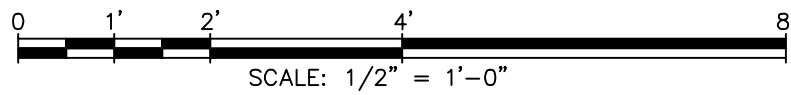
1. COORDINATE WITH TOWN FOR ROUGH SITE WORK AND NEEDS.
2. COORDINATE WITH BUILDING CONTRACTOR FOR DIMENSIONS OF MANHOLE PIT, ELECTRICAL OUTLET NEEDS, WATER SERVICE NEEDS.
3. SUPPLY SPLASH PAD (EXTERIOR) FEATURES FOR PAD AREA, PUMPS, FILTERS, ELECTRICAL CONTROLS, RESERVOIR TANK, CHLORINE CHEM-FEED, ETC. REQUIRED.
4. AND INSTALLATION OF SPLASH PAD PLUMBING.
5. FURNISH AND INSTALL CONCRETE FOR FLATWORK AND PROPOSED FEATURES AS PROPOSED.
6. START-UP AND TRAINING FOR TOWN OF NEWMARKET STAFF.

1. COORDINATE WITH BUILDING CONTRACTOR FOR ROUGH SITE WORK NEEDS
2. COORDINATE WITH SPLASH PAD VENDOR FOR ROUGH SITE WORK NEEDS.
3. PERFORM ALL ROUGH SITE WORK FOR PROJECT TO INCLUDE EXCAVATION, STRIPPING OF LOAM, BOXING OUT EXISTING MATERIALS AND REPLACING PER SPECIFICATION PROVIDED BY SPLASH PAD VENDOR. INSTALLATION OF FOUNDATION DRAINS UNDER BUILDING.
4. INSTALL NEW SEWER SERVICE FROM MAIN TO BUILDING FOOTPRINT.
5. INSTALL NEW WATER SERVICE FROM MAIN TO CURB STOP ~5' OUTSIDE OF FOOTPRINT.
6. INSTALL NEW ELECTRICAL CONDUIT FROM UTILITY POLE TO BUILDING FOOTPRINT.



1. OWNER OF RECORD:
TAX MAP U4 LOT 42
NEW MARKET SCHOOL DISTRICT
186A MAIN STREET
NEWMARKET, NH 03857
BK: 2712 PG: 2129; BK:1804 PG: 363; BK:778 PG:42; & BK:778 PG:43.
2. THE INTENT OF THIS PLAN IS TO SHOW THE BOUNDARY OF THE SUBJECT PARCEL AND THE IMPROVEMENTS THEREON.
3. THIS PLAN REPRESENTS EXISTING CONDITIONS, BOUNDARY EVIDENCE, AND MONUMENTATION AS OBSERVED DURING A SURVEY BY S&H LAND SERVICES LLC.; 1600 CANDIA ROAD, SUITE #5, MANCHESTER, NH IN APRIL 2020.
4. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN THE 1% ANNUAL CHANCE FLOOD PLAIN AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR ROCKINGHAM COUNTY, NEW HAMPSHIRE. MAP NUMBER 3301SC0320E. EFFECTIVE DATE 5/17/2005.
5. ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE. S&H LAND SERVICES LLC, HAS NOT LOCATED ANY UNDERGROUND UTILITIES. ALWAYS CALL DIG SAFE TO MARK OUT UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION ACTIVITIES.
6. HORIZONTAL AND VERTICAL DATUM TAKEN FROM STATIC GPS OBSERVATIONS. HORIZONTAL DATUM IS NHSPC NAD 83 & VERTICAL DATUM IS NGVD29.
7. INTERIOR STONEWALL SHOWN TAKEN FROM REF. PLANS #2 & #3 & DEED DESCRIPTIONS BK:2217 PG: 598. THIS AREA SHOWN ON REF. PLAN #3 AS A 5.7ACRE PARCEL IS SUBJECT TO AN OPEN SPACE DEED RESTRICTION LOCATED IN BK: 2712 PG: 2129.
8. MONUMENTATION AND PLANS WERE HELD FOR THE RIGHT OF WAY ON SOUTH MAIN STREET.
9. S&H LAND SERVICES LLC, NOTICED A DISTANCE DISCREPANCY BETWEEN REF. PLANS #2 & REF. PLAN #8. S&H LAND SERVICES LLC, HELD THE PHYSICAL EVIDENCE AS LOCATED.
10. SEE S&H LAND SERVICES LLC, PLAN ENTITLED "TAX MAP U4 LOT 42 BOUNDARY PLAN, PREPARED FOR: NEWMARKET SCHOOL DISTRICT, LOCATED AT: 211 SOUTH MAIN STREET (NH ROUTE 152), NEWMARKET, NEW HAMPSHIRE" FOR PLAN REFERENCES.

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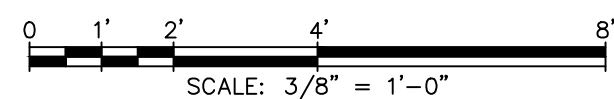
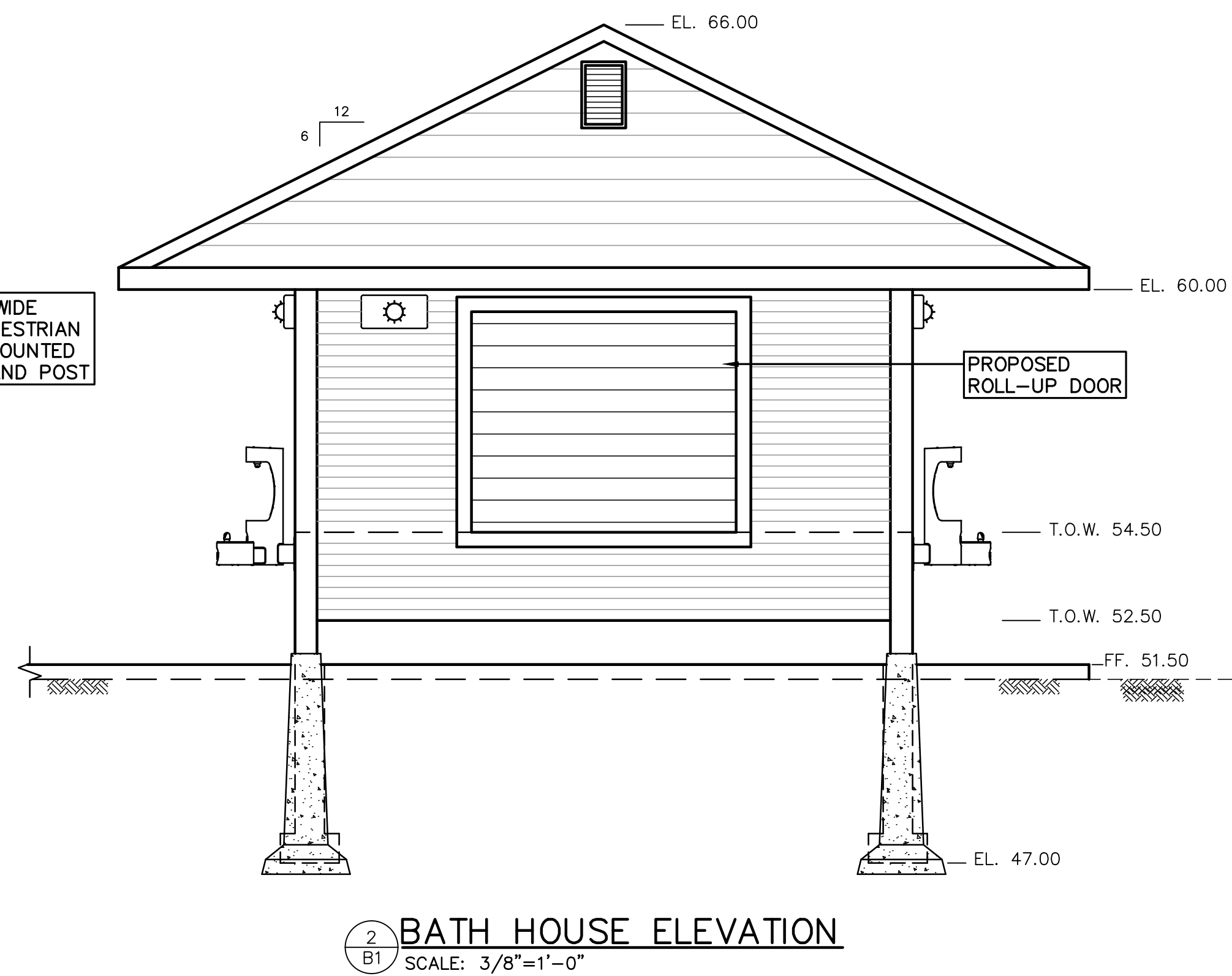
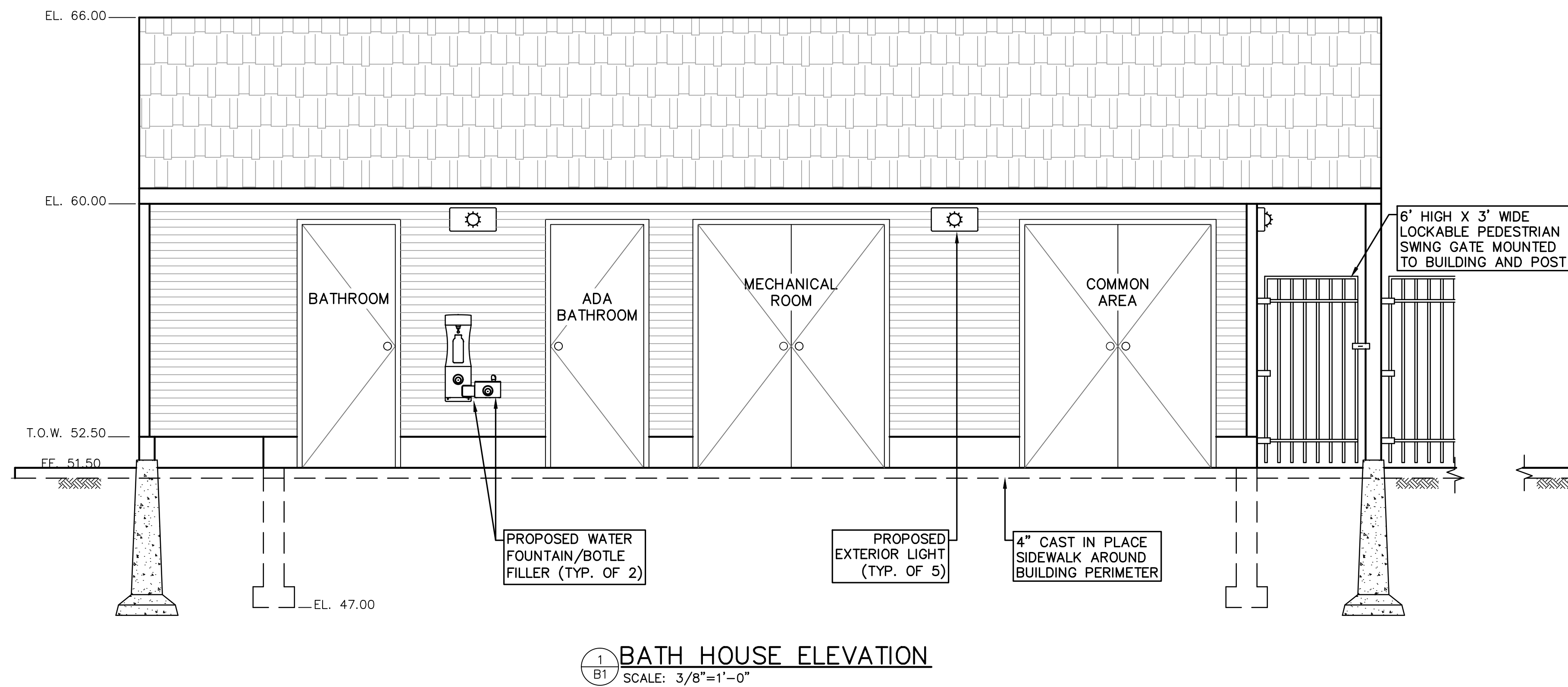
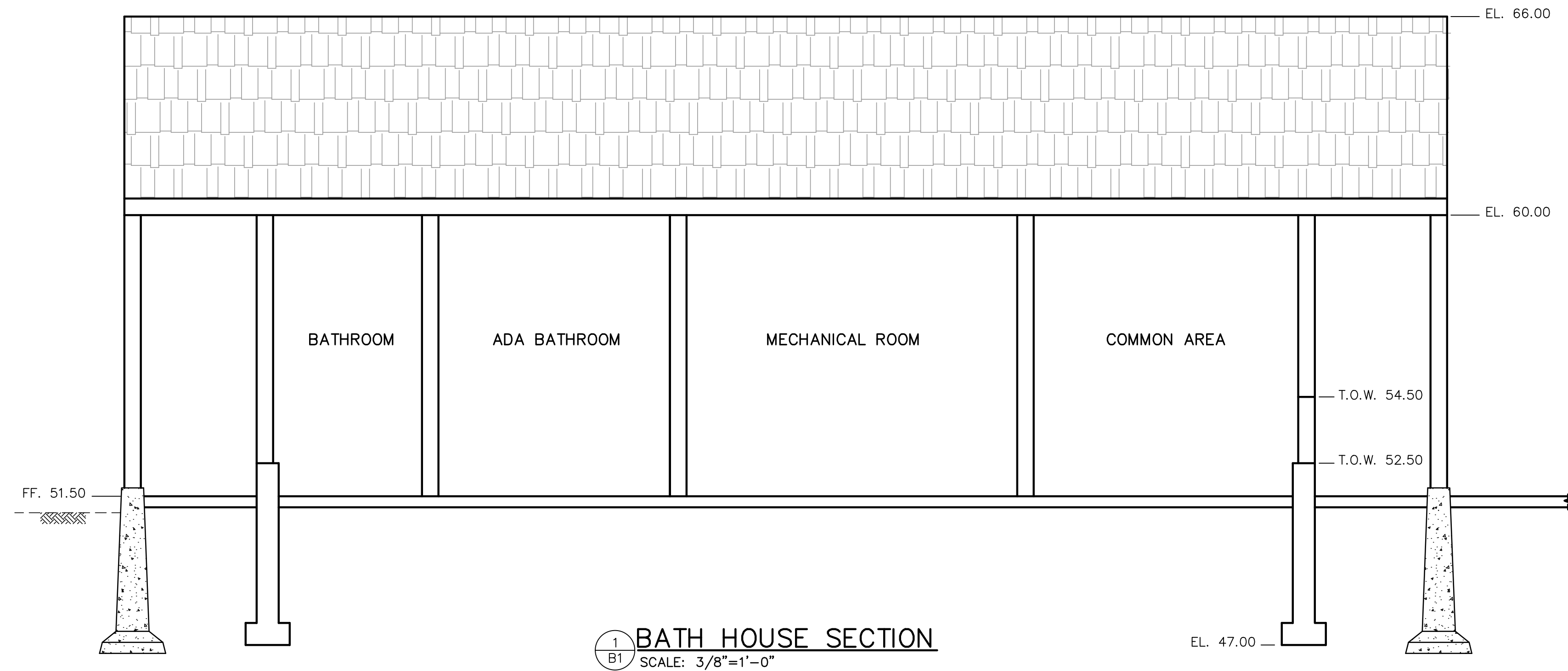


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SPLASH PAD PROJECT TOWN OF NEWMARKET

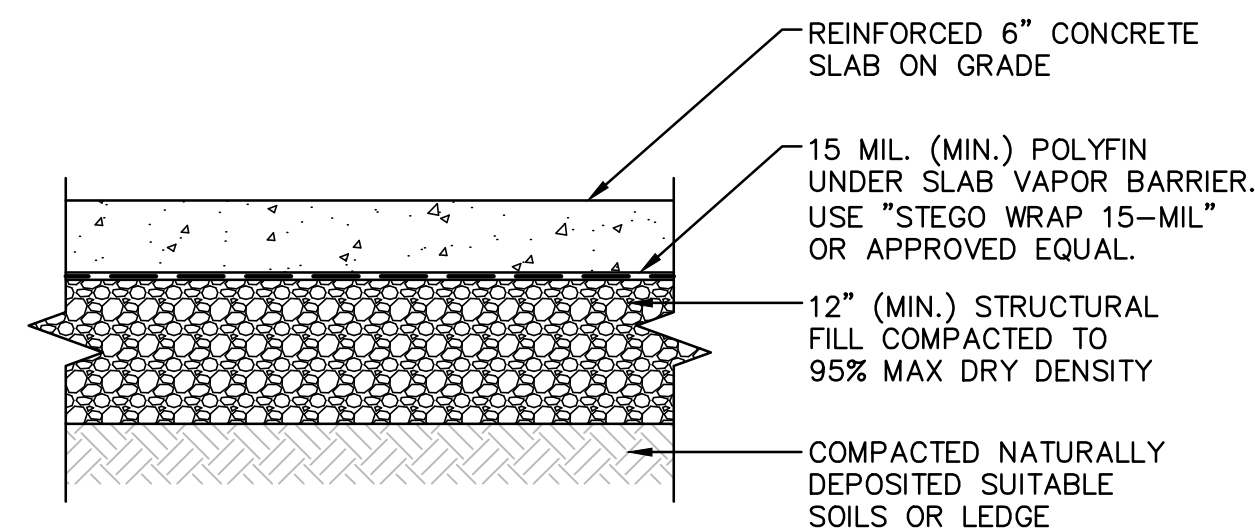
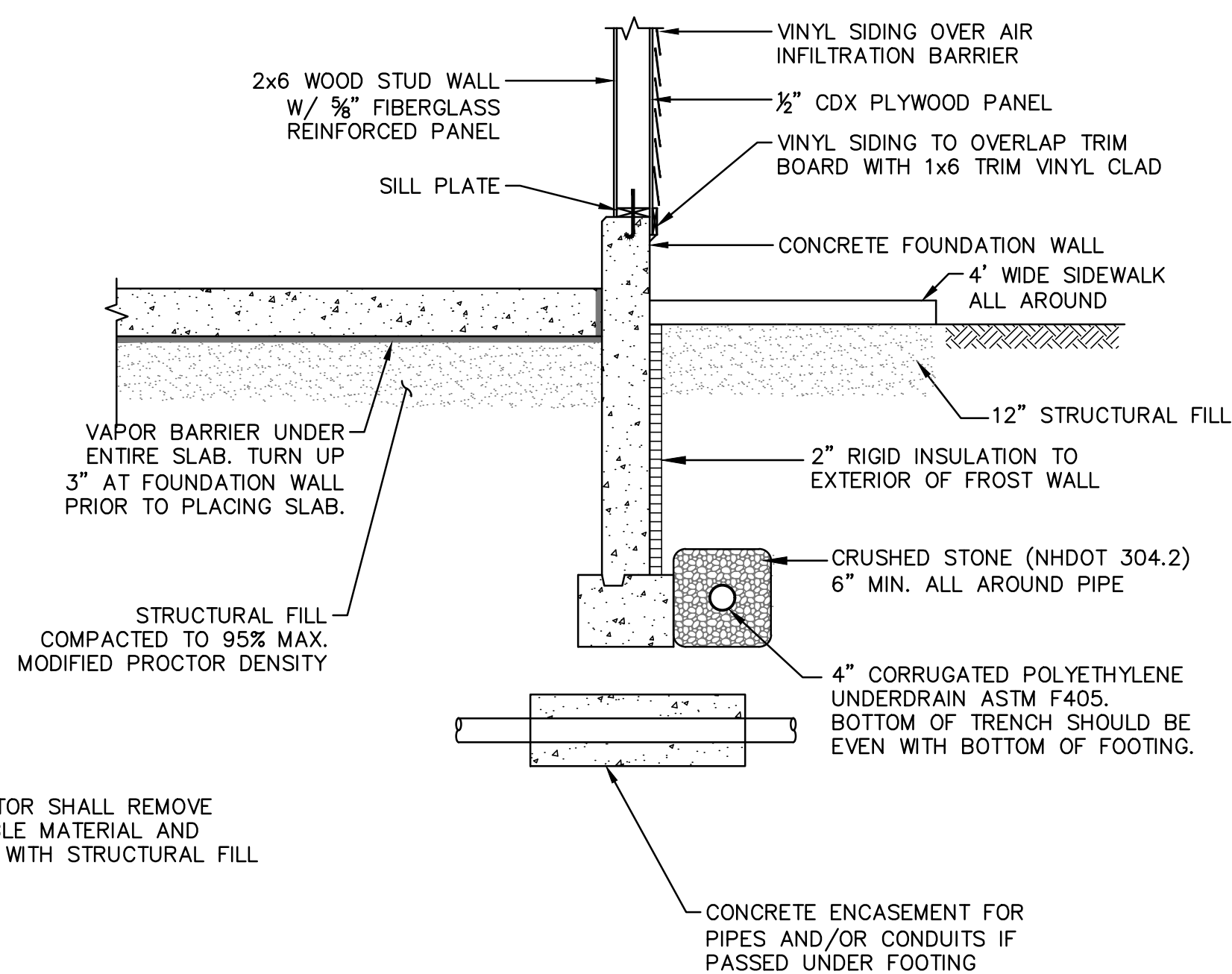
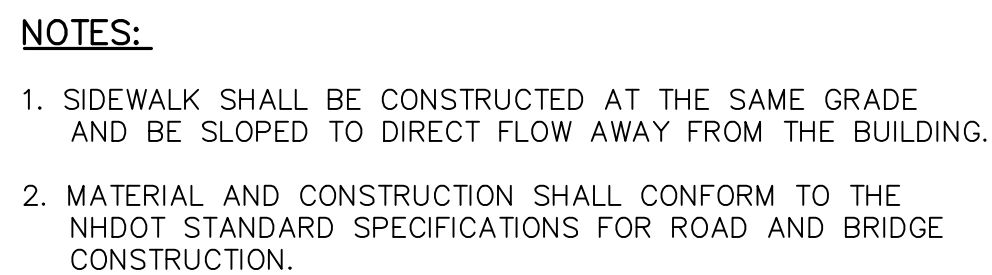
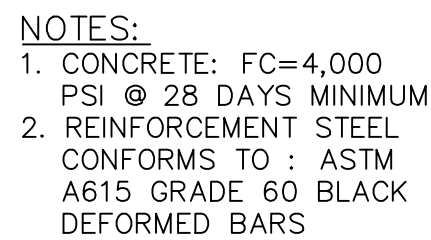
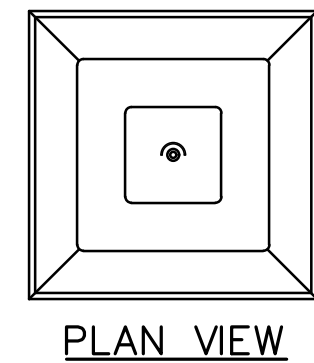
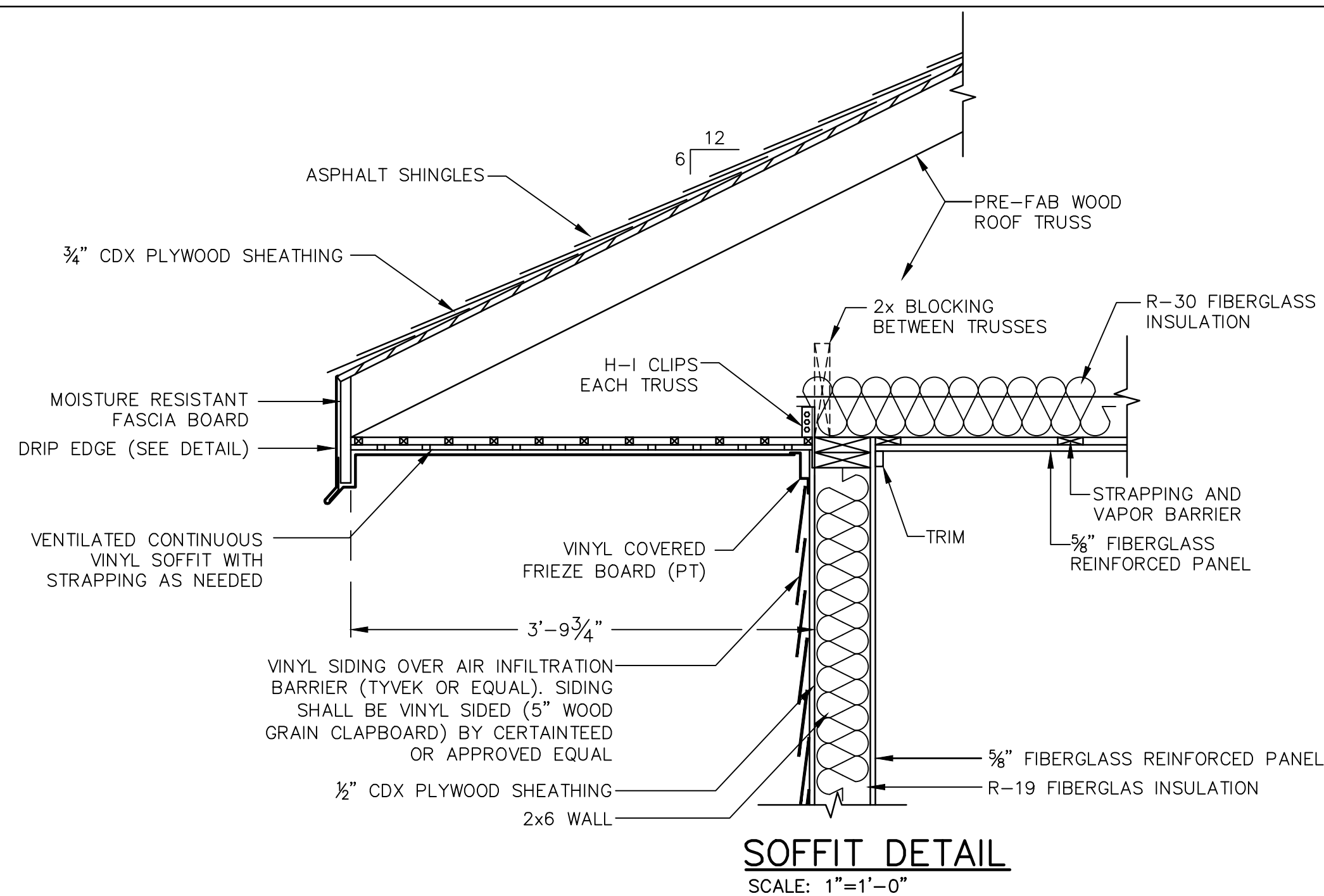
25 Vaughan Mall, Portsmouth, N.H. 03801
Tel. 603-436-6192 Fax. 603-431-4733

DWG NO	SHEET
B1	2 OF 4



DWG NO B2		PROPOSED BATH HOUSE ELEVATIONS		UNDERWOOD engineers 25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603-436-6192 Fax. 603-431-4733	Drawn/Chk. <u>HAV</u> Designed <u>RJS</u> Checked <u>DJM</u> Approved <u>DJM</u> Date <u>JULY 2020</u> Book No. _____ Project No. <u>2536</u> Dwg. ID <u>-2536BATH</u> Scale <u>AS SHOWN</u>	△				ISSUE FOR APPROVAL
SPLASH PAD PROJECT TOWN OF NEWMARKET		△								Date 7/2020 By RJS
NEWMARKET, NEW HAMPSHIRE		△								CONSTRUCTION Date 9/2020 By RJS
		△							RECORD DRAWING Date By	
		△							APP'D	
		No.	REVISIONS							

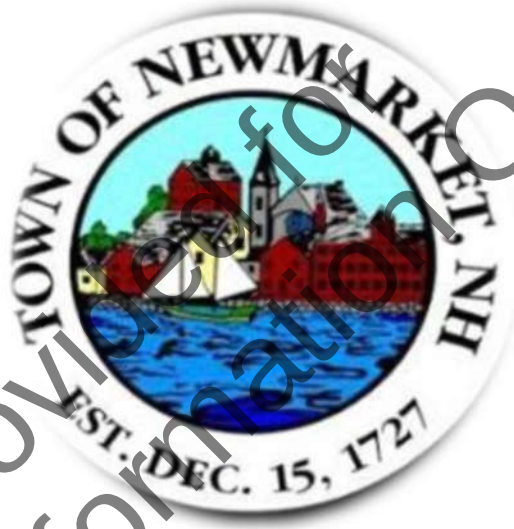
1. ORDERED EXCAVATION OF UNSUITABLE MATERIAL BELOW GRADE: BACKFILL WITH CLEAN BANK RUN GRAVEL.
2. BEDDING AND BLANKET: BEDDING SHALL BE SAND FOR CONDUIT AND WATER; STONE FOR SEWER. BLANKET SHALL BE SAND FOR ALL.
3. SUITABLE BACKFILL MATERIAL: CLEAN BANK RUN GRAVEL COMPACTED TO 95%.
4. MINIMUM COVER: NOT LESS THAN 6 FEET FOR WATER AND SEWER, PIPE TO BE DEEPER THAN 6' IF NECESSARY TO AVOID CONFLICTS WITH DRAINAGE, SEWER, OR OTHER UTILITIES. FOR CONDUIT, NOT LESS THAN 3 FEET.
5. SHEETING, IF REQUIRED: WHERE SHEETING IS PLACED ALONGSIDE THE PIPE AND EXTENDS BELOW MID-DIAMETER, IT SHALL BE CUT OFF AND LEFT IN PLACE TO AN ELEVATION 1 FOOT ABOVE THE TOP OF PIPE. WHERE SHEETING IS ORDERED BY THE ENGINEER TO BE LEFT IN PLACE, IT SHALL BE CUT OFF AT LEAST 3 FEET BELOW FINISHED GRADE, BUT NOT LESS THAN 1 FOOT ABOVE THE TOP OF THE PIPE.
6. FOR CROSS COUNTRY CONSTRUCTION, BACKFILL OR FILL SHALL BE MOUNDED TO A HEIGHT OF 6 INCHES ABOVE THE ORIGINAL GROUND SURFACE.
7. W=MAXIMUM ALLOWABLE TRENCH PAYMENT WIDTH FOR ROCK EXCAVATION, FOR ORDERED EXCAVATION BELOW GRADE, AND HANDLING OF EXCAVATED CONTAMINATED SOILS. FOR PIPES 15 INCHES NOMINAL DIAMETER OR LESS, W SHALL BE NO MORE THAN 36 INCHES. FOR PIPES GREATER THAN 15 INCHES IN NOMINAL DIAMETER, W SHALL BE 24 INCHES PLUS PIPE OUTSIDE DIAMETER (O.D.)
8. LOCATOR TAPE: TO BE TERRA TAP SENTRY LINE 1350 OR EQUAL, INSTALLED AT 18 INCHES BELOW FINISH GRADE.

[illegible]

REQUEST FOR PROPOSAL

DESIGN AND CONSTRUCTION
OF A SPLASH PAD

NEWMARKET, NH



Date Issued:
Submission Deadline:

SEPTEMBER 17, 2020
OCTOBER 23, 2020

1. Table of Contents

1. Overview	3
2. Scope of Work	3
3. Insurance Provisions.....	4
4. Project Schedule	4
5. Proposal Formatting and Submission.....	4
6. Project Contact	5
7. Site Requirements and Specifications	5
8. Splash Pad Requirements and Specifications.....	6
9. Proposal Evaluation.....	9
10. Proposal Submission Declaration	9
11. Proposer's Information Form.....	10
12. Subcontractor Information Form	10
13. References.....	11
14. Conceptual Plans.....	12

Provided for
Information Only

1. Overview

The Town of Newmarket is seeking proposals for the design and construction of a splash pad located at the Leo A. Landroche Memorial Field off Terrace Drive, Newmarket, NH and nearby to the Newmarket Recreation Department.

This Request for Proposal (RFP) consists of the final design, supply, installation and construction of the splash pad and other aspects described within this RFP. Design, installation, immediate site work, and all utility connections under or at the splash pad perimeter as required. The work also includes the design, installation of the splash pad pump, filtration, chemical feed and reservoir system within building and project area. The Town will be self-performing certain aspects of this project, including bringing buried services and conduits to the building for further extension into the splash pad footprint. The Town is soliciting proposals from building contractors at the same time. The awarded Splash Pad Vendor will be required to coordinate certain aspects of the proposed splash pad with those of the building project.

Proposals for splash pad are to be tailored to the Town's budget limit as follows:

Estimated Total Budget Amount for Splash Pad: \$ 180,000-\$200,000

Please note that the budget amount is inclusive of labor and materials for site work, concrete, splash pad related electrical and plumbing as described in Sections 2 and 7 below. Proposers are encouraged to provide a base proposal with suggested alternatives and their respective cost differences. The budgeted amount excludes costs for "rough" site work as the Town will self-perform in coordination with the building contractor. Recognizing that subgrade preparation for the splash pad is potentially to a specialty specification and potentially proprietary to the Vendor, the Vendor shall include as part of their proposal a brief description of site work that is included in their proposal and any items that are explicitly omitted from their proposal.

2. Scope of Work

Proposers will be expected to provide the following services:

- Conceptual and detailed design of a splash pad;
- Supply, installation, and construction of all splash pad concrete and equipment as necessary for the complete functioning of the splash pad system;
- It is required that incidental and minor items, specified or implied by the nature of the splash pad work, be completed within the Proposer's scope of work; and
- Frequent coordination between the Proposer and the Town of Newmarket is required.

Detailed required specifications for the splash pad are further discussed in *Section 8: Splash Pad Requirements and Specifications*.

3. Insurance Provisions

The provider shall maintain at all times during the life of this contract the following insurance coverage. The provide must also require its subcontractors to maintain such coverage. Any request for modification of the coverage requirements must be submitted in writing with the proposal, and will be evaluated accordingly.

1. Worker's Compensation Insurance
2. Pollution Liability Insurance
3. Comprehensive General Liability Insurance
4. Motor Vehicle Insurance

4. Project Schedule

The following is a tentative schedule of the project:

RFP Released.....	September 17, 2020
RFP Due.....	October 23, 2020
Design/Permitting.....	November 15, 2020
Construction Start.....	Winter 2020 – Spring 2021
Construction Complete.....	NO LATER THAN JUNE 25, 2021

5. Proposal Formatting and Submission

The Proposer shall submit five (5) packets of the proposal containing the following material, each packet being no more than twenty (20) pages in length:

1. Proposer's Information Form
 - a. Include the information described in *Section 11: Proposer's Information Form* section.
2. Experience, Qualifications, and Project Management
 - a. Overview of company history including past project examples. State length of existence and types of services offered.
 - b. Include makeup of staff including skills and qualifications of the team. Identify key individuals that will be working on the team by name and title.
 - c. Demonstrate experience designing and constructing splash pads such as the one proposed in this RFP.
3. Splash Pad Concept and Design
 - a. Types of features including detailed colored images as well as other surfaces and components. A playground exists just to the west of the project area, the playground utilizes an equipment color scheme of red, blue, green and yellow. The adjacent gazebo is green. The proposed equipment should compliment these existing site features.
 - b. Colored rendering site layout drawing of the proposed splash pad which must include the following:

- Show all equipment, concrete areas, splash pad components, drains, drainage lines, services, electrical, chambers, model numbers, colors, dimensions, etc.;
 - Three-dimensional perspective drawings
- 4. Subcontractors
 - a. List of all intended subcontractors in the format described in *Section 12: Subcontractor Information Form*.
- 5. Proposal Form
 - a. Submit the ***Proposal Submission Declaration*** with costs associated for each aspect of the project. This is intended as an estimate and must be completed to the best of the Proposer's ability and returned with this RFP.
- 6. References
 - a. Three (3) references that meet the requirements and format described in *Section 13: References*.
- 7. Warranty
 - a. What term of warranty is being proposed; what does the warranty cover; are you able to guarantee the finished product by the deadline; was a detailed maintenance plan with season start-up and winterizing steps included.

Please note that the Town of Newmarket reserves the right to reject any or all proposals at its discretion. Lowest cost will not necessarily be the basis of award.

Proposals must be submitted by the following closing date: **October 23, 2020**

Proposals must be submitted to the following address:

**Newmarket Recreation Department
1 Terrace Drive
Newmarket, NH 03857
Attn: Aimee Gigandet, Recreation Director**

6. Project Contact

The Proposer shall direct all questions relating to this RFP to the Recreation Director via email no later than five (5) business days prior to the closing date. Should any error, ambiguity, divergence, omission, oversight, contradiction, or item subject to interpretation be identified in this RFP, the Proposer shall, as it is discovered, notify the Recreation Director, via email, requesting instruction, decision, direction, or clarification.

The Recreation Director's email is as follows: agigandet@newmarketnh.gov

7. Site Requirements and Specifications

General Conditions

- Final loam and seed applied to all areas disturbed by site work and construction activities to be provided by the Town. Subgrade preparation to be the responsibility of Proposer.

- Local building permit fees will be waived.

8. Splash Pad Requirements and Specifications

A. General Requirements

General requirements for the splash pad include the following:

- Area for older children and an area for younger children/toddlers with features that benefit both groups.
- Minimum of nine (9) features within the larger area to include at least one larger focal feature (e.g. tipping bucket), plus a mix of smaller features suitable to multiple age groups. A limited number of ground spray features that have the ability to be “upgraded” in the future will be acceptable if needed to satisfy budgetary goals. If necessary to achieve budgetary limitations, the Proposer can include “non-active” ports that could be added into the design in the future.
- Minimum of five (5) features within the smaller area to include a mix of features suitable to younger children. Consideration should be given to the ability of selected features to be “upgraded” over time. If necessary to achieve budgetary limitations, the Proposer can include “non-active” ports that could be added into the design in the future.
- It is the Proposers responsibility to make clear what is being proposed in the base proposal and what is being offered as an alternative.
- The system must include a water management system to include a recirculation system with disinfection system to minimize water usage/waste.
- Exterior concrete surface to be brushed anti-slip surface.
- After installation, the construction manager shall provide the owner/operator adequate training on facility operations and maintenance.
- All water piping systems are to be pressure tested at 150% of operating pressure or 75psi minimum for discharge lines, 30psi minimum for suction lines, and 15psi minimum for drain lines for a period of no less than 4 hours. If leaks are discovered, they are to be repaired until satisfactory results are obtained.

B. General Specifications

The following general specifications must be met:

- Construction shall conform to the most recent state department of health standards and specifications.
- Local supplemental codes and specifications take precedence over those provided in this document.
- Contractor is responsible to provide all construction material and labor required to properly install water features and equipment.
- An approved set of construction plans shall be made available on the jobsite at all times.
- All stainless steel features to be grounded and bonded per local code and regulations.

C. Features Specifications

The following features specifications must be met:

- All play products shall be manufactured from 304/304L stainless steel.
- Anchoring system shall be manufactured from 304/304L or 316 stainless steel.
- Features shall not be constructed of rigid centricast fiber reinforced plastic (RFP), molded fiberglass, PVC, filament wound tubing, galvanized steel, or aluminum.
- Exposed and accessible hardware shall be tamper resistant requiring a special tool for removal.
- All play products shall be furnished with appropriate winterization caps.
- All spray nozzles shall be manufactured from lead free brass, UHMWPE or Polyurethane and shall use tamper resistant tools for installation and removal.
- Finishes shall be a smooth glossy heat-cured powder coat that is UV and chemical resistant.
- All accessible edges shall be machined to a rounded finish to prevent injury.

D. Concrete Specifications

The following splash pad concrete specifications must be met:

- All concrete shall be 3000 psi minimum, 28 day compressive strength, with 6% air entrainment.
- Grade shall be sloped 2% from the waterplay pad perimeter to the main drains.
- A 5 foot overspray buffer is incorporated between the waterplay pad perimeter and the intended area of influence of the waterplay features. The buffer zone is included in the overall dimensions of the waterplay pad.
- All reinforcement steel shall be supplied and placed in accordance with ACI 318-99, and CRSI MSP-1-01.
- All reinforcing steel shall conform to ASTM A615, Grade 60.
- Each water feature shall be located within a single panel of concrete, unless otherwise noted.
- Surface spray nozzles shall be cast flush and level with the finished concrete surface.
- Splash pad area is divided into a larger area suitable for older children and a smaller area suitable for younger children.
- Four foot (4') wide perimeter concrete sidewalk around the building, to blend seamlessly into pad around splash pad area and water features. All concrete to be ADA compliant. Concrete to be colored as directed by the Owner to match into the splash pad color scheme.

E. Piping Specifications

The following piping specifications must be met:

- All pipes and fittings are to be supplied by the contractor, unless otherwise noted.
- Schedule 80 PVC pipe and socket type fittings shall conform to ASTM D2467, ASTM D1785-12, and all applicable local codes.
- All PVC piping shall be stamped with NSF seal of approval for potable water.

- All piping shall be labeled with directional flow arrows.
- All piping to be covered by concrete shall be pressure tested prior to concrete placement.
- Piping designed to carry the required quantities of water at velocities not to exceed 10 fps or per local codes and regulations.
- All piping to be 1" schedule 80 PVC unless otherwise specified.

F. Drain Piping Specifications

The following drain piping specifications must be met:

- All pipes and fittings to be supplied by Proposer unless otherwise noted.
- Return pipe and fittings shall conform to ASTM D2665. Connections shall be a solvent weld, unless otherwise specified.
- All PVC piping shall be stamped with the NSF seal of approval for potable water.
- All pipework shall be labeled with arrows to indicate the direction of flow.
- Solvent weld cement for socket connections shall meet the requirements of ASTM D2564.
- Return piping shall be designed to carry the required quantities of water at velocities not exceeding 3 fps in a gravity fed system or per local code.
- All piping to be sloped a minimum of 2% from the drain to the reservoir.

G. Electrical Specifications

The following electrical specifications must be met:

- All electrical shall be installed in accordance with the National Electrical Code (NEC) and all applicable local codes. In addition, all work shall be in accordance with the American Society for Testing and Materials (ASTM).
- The Proposer shall verify and provide the service requirements for all pieces of equipment.

H. Manifold Specifications

The following manifold specifications must be met:

- It shall be the Proposer's responsibility to properly support the water supply manifold, including supplying all hangers, pipe supports, threaded rod, hardware, etc.
- All piping shall be supported laterally as well as vertically. Use of proper hangers for the conditions is essential.

I. Mechanical Specifications

The following mechanical specifications must be met:

- Mechanical Room layout is schematic, Splash Pad Vendor is confirm final mechanical room layout and provide to the Building Contractor, pipe and equipment placement may be adjusted accordingly to accommodate project needs.

- Consideration of mounting equipment on walls in order to save floor space should be value engineered as part of the mechanical room layout.
- Pipe and other material shown may be substituted with prior approval of the project designer.
- PVC pipe shall be schedule 80 PVC and socket type fittings shall conform to ASTM D2467, and ASTM D1785-12, and all applicable state and local codes.
- All piping shall be stamped with NSF seal of approval for potable water.
- It is the Proposer's responsibility to properly support piping at all valves, pumps, equipment, overhead areas, etc.
- All piping shall be supported laterally as well as vertically. Use of proper hangers for the conditions is essential; all hangers, pipe supports, threaded rod, hardware, etc. shall be provided by the Proposer.
- Piping shall be designed to carry the required quantities of water at velocities not to exceed local code requirements.

9. Proposal Evaluation

Each Proposer's proposal will be evaluated on the following criteria: qualifications, experience, references, ability to meet the project schedule, budget, etc. Each proposal will be reviewed by the Town and its designated parties and those most feasible will be taken into further consideration.

10. Proposal Submission Declaration

To the Town of Newmarket Recreation Department, hereafter called the Owner: We the undersigned declare:

1. The Proposer has carefully examined the location and site of the proposed work, as well as the materials.
2. The Proposer has no conflicts of interest with the Owner.
3. The items stated in this Proposal are in all respects true, accurate, and complete.
4. The Proposer agrees to deliver the project within the proposed schedule and for the following:

Guaranteed Maximum Price (numeric) \$ _____

written out price _____

in accordance with the following schedule of values.

Milestone	Value
"Proprietary" Site Work (if required)	\$
Splashpad equipment delivery	\$

Splashpad equipment installation	\$
Mechanical equipment installation	\$
Electrical equipment installation	\$
Splash Pad plumbing	\$
Concrete flatwork placement	\$
Concrete coloring and sealing	\$
Total Proposal Cost	\$

Proposer's Signature: _____

Position: _____

Location of Signature: _____

Date and Location of Signature: _____

11. Proposer's Information Form

Below is the Proposer's Information Form which must be included in the proposal submittal:

COMPANY NAME:	
CONTACT NAME:	
ADDRESS:	
OFFICE PHONE NUMBER:	
CELL PHONE NUMBER:	
E-MAIL ADDRESS:	
WEBSITE:	

12. Subcontractor Information Form

Below is the Subcontractor Information Form that must be included in the proposal submittal for all intended subcontractors:

1. Subcontractor Name: _____
2. Type of Work: _____
3. Contact Name: _____
4. Contact Phone Number: _____
5. Contact E-mail Address: _____
6. Have you worked with them in the past? _____
 - a. If so, what jobs (include name and contact info of owner) _____

 - b. If so, what was the cost of the project? _____

The Owner reserves the right to approve all proposed subcontractors and where the Owner objects to the use of any proposed subcontractor, the Proposer shall use another subcontractor acceptable to the Owner. Any changes to the list requires approval from the Owner.

13. References

Proposer's must supply three (3) professional references from clients for their most recent projects.

Below is the References Form that must be included in the proposal submittal.

Reference	Client Name	Contact Name and Number	Contact Email Address	Cost of Job
1				\$
2				\$
3				\$

END OF PROPOSAL

TOWN OF NEWMARKET

NEWMARKET, NEW HAMPSHIRE

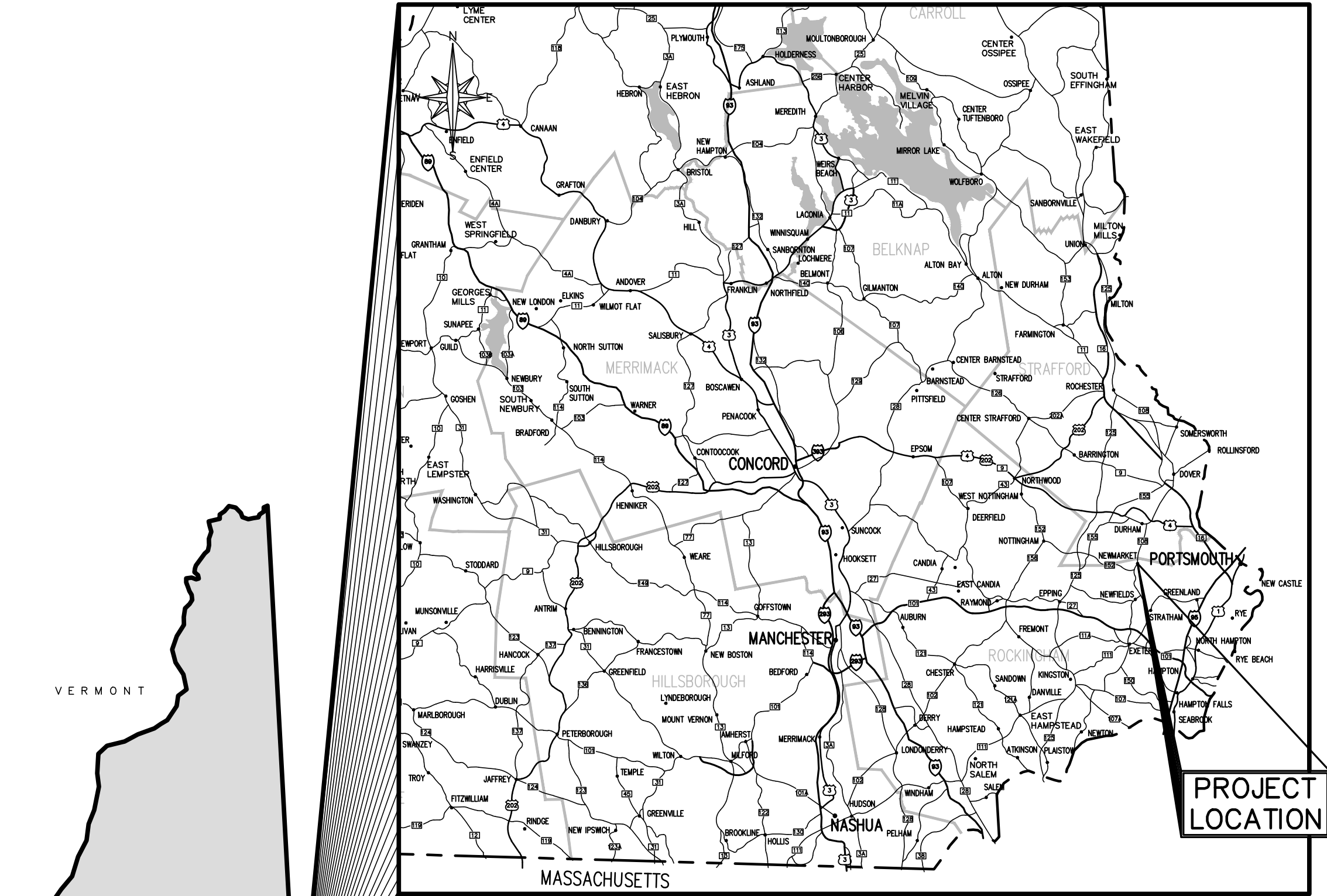
CONCEPTUAL PLANS FOR

SPLASH PAD PROJECT

PREPARED BY
UNDERWOOD ENGINEERS, INC.
CONCORD, NEW HAMPSHIRE

SEPTEMBER 2020

Provided for
Information Only



LOCATION PLAN

TABLE OF CONTENTS		
<u>SHEET TITLE</u>	<u>DWG NO.</u>	<u>SHEET NO.</u>
COVER SHEET		
SITE PLAN AND FENCE DETAILS	C1	1
PROPOSED BATH HOUSE PLAN	B1	2
PROPOSED BATH HOUSE ELEVATIONS	B2	3
BUILDING DETAILS	B3	4



VICINITY MAP

UE #2536

BUILDING CONTRACTOR RESPONSIBILITIES:

1. COORDINATE WITH TOWN FOR ROUGH SITE WORK AND NEEDS
2. COORDINATE WITH SPLASH PAD VENDOR FOR SIZE OF PIT, ELECTRICAL OUTLET NEEDS, WATER SERVICE NEEDS
3. CONSTRUCT 32'x14' BUILDING WITH OVERHANGS, SCREEN WALLS, ETC

SPLASH PAD VENDOR RESPONSIBILITIES:

1. COORDINATE WITH TOWN FOR ROUGH SITE WORK AND NEEDS
2. COORDINATE WITH BUILDING CONTRACTOR FOR DIMENSIONS OF MANIFOLD PIT, ELECTRICAL OUTLET NEEDS, WATER SERVICE NEEDS.
3. SUPPLY SPLASH PAD (EXTERIOR) FEATURES FOR PAD AREA, PUMPS, FILTERS, ELECTRICAL CONTROLS, RESERVOIR TANK, CHLORINE CHEM-FEED, ETC. REQUIRED.
4. FURNISH AND INSTALL ALL SPLASH PAD PLUMBING.
5. FURNISH AND INSTALL CONCRETE FOR FLATWORK AND PROPOSED FEATURES AS PROPOSED.
6. START-UP AND TRAINING FOR TOWN OF NEWMARKET STAFF.

TOWN RESPONSIBILITIES:

1. COORDINATE WITH BUILDING CONTRACTOR FOR ROUGH SITE WORK NEEDS
2. COORDINATE WITH SPLASH PAD VENDOR FOR ROUGH SITE WORK NEEDS.
3. PERFORM ALL ROUGH SITE WORK FOR PROJECT TO INCLUDE EXCAVATION, STRIPPING OF LOAM, BOXING OUT EXISTING MATERIALS AND REPLACING PER SPECIFICATION PROVIDED BY SPLASH PAD VENDOR. INSTALLATION OF FOUNDATION DRAINS UNDER BUILDING.
4. INSTALL NEW SEWER SERVICE FROM MAIN TO BUILDING FOOTPRINT.
5. INSTALL NEW WATER SERVICE FROM MAIN TO CURB STOP ~5' OUTSIDE OF FOOTPRINT.
6. INSTALL NEW ELECTRICAL CONDUIT FROM UTILITY POLE TO BUILDING FOOTPRINT.



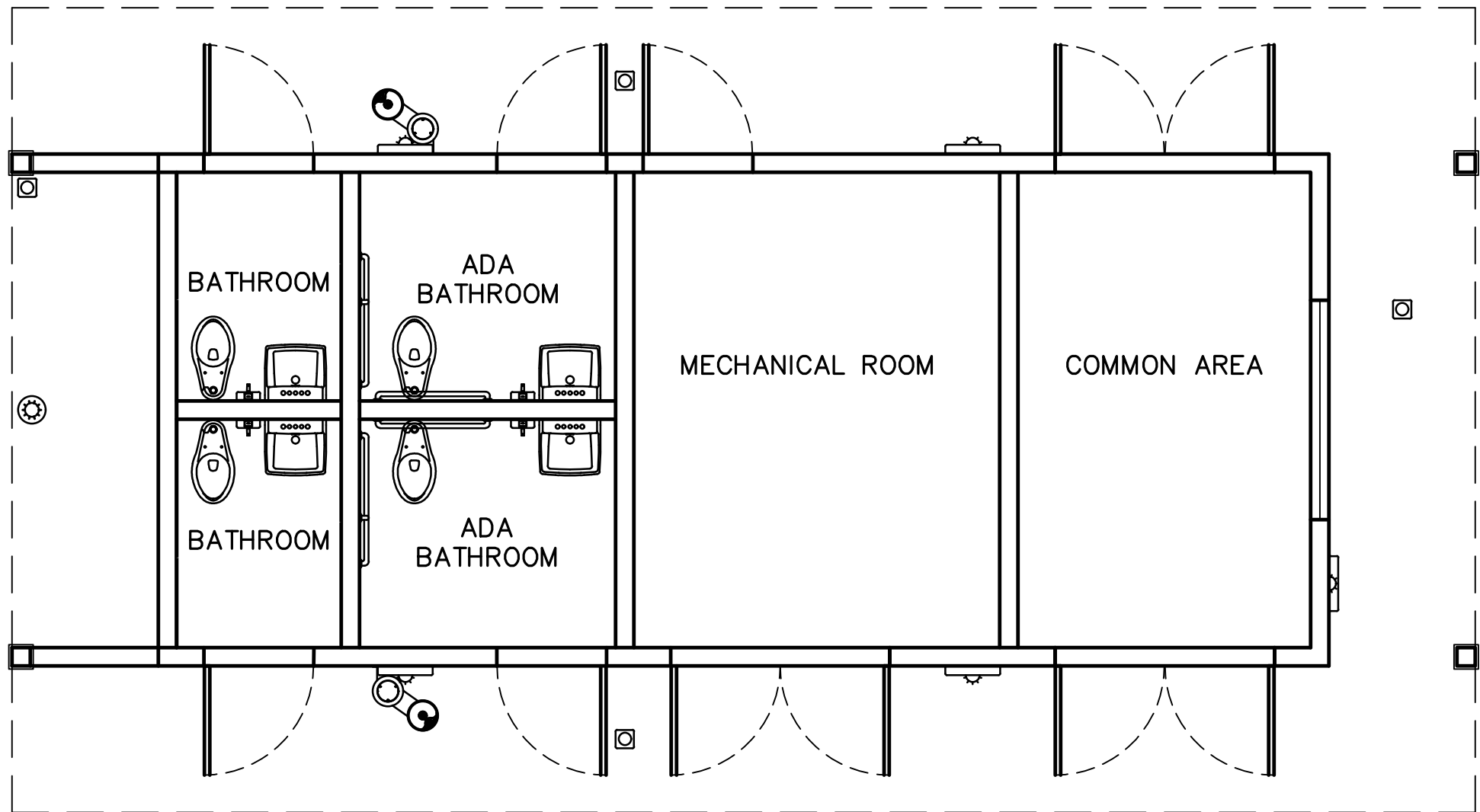
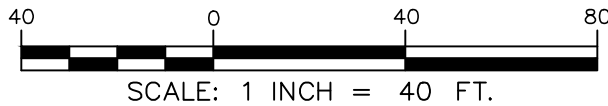
FENCE DEPICTION
NOT TO SCALE

SURVEY NOTES:

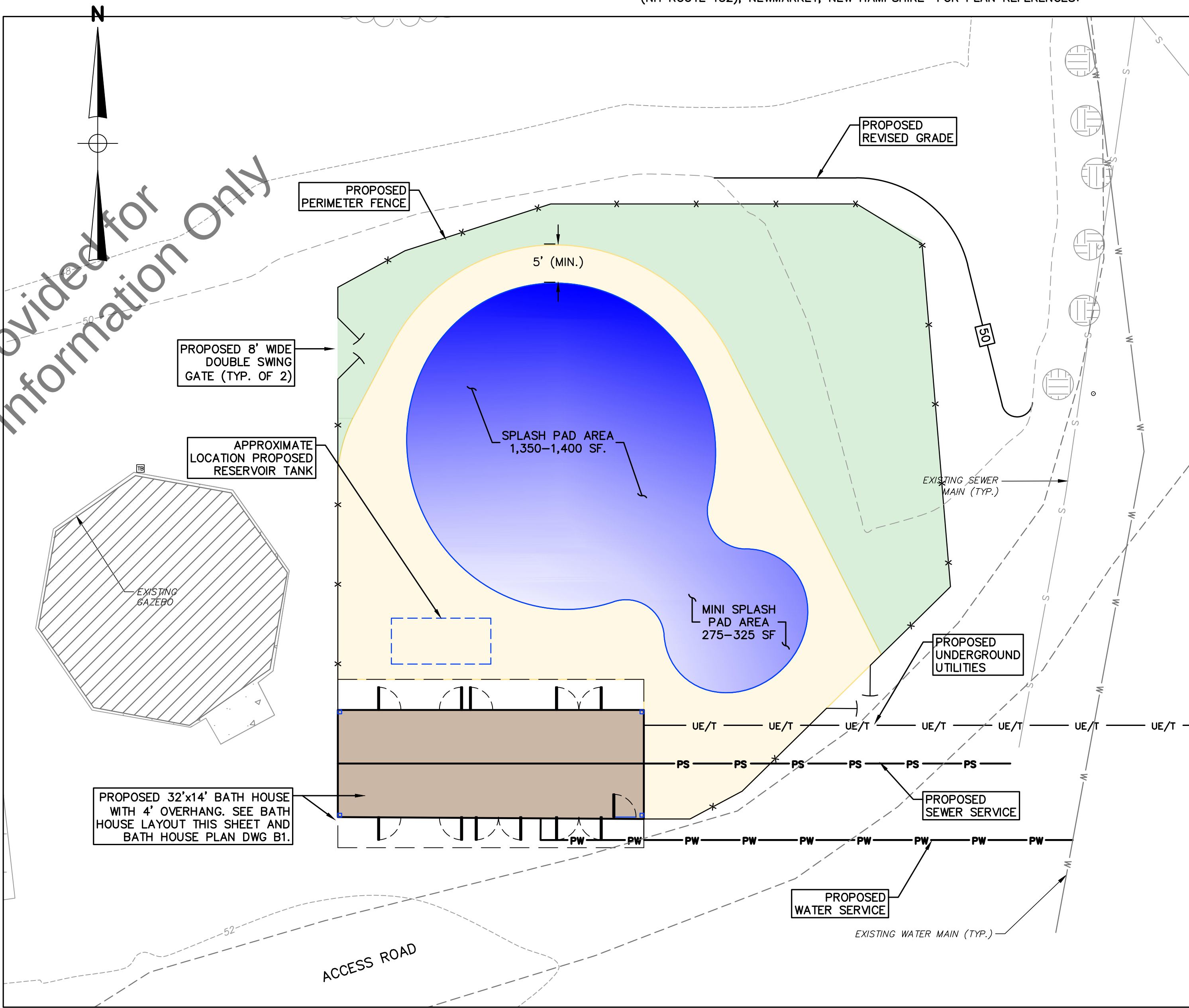
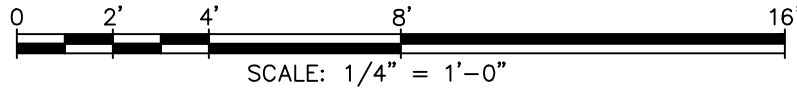
1. OWNER OF RECORD:
TAX MAP U4 LOT 42
NEW MARKET SCHOOL DISTRICT
186A MAIN STREET
NEWMARKET, NH 03857
BK: 2712 PG: 2129; BK:1804 PG: 363; BK: 778 PG:42; & BK: 778 PG: 43.
2. THE INTENT OF THIS PLAN IS TO SHOW THE BOUNDARY OF THE SUBJECT PARCEL AND THE IMPROVEMENTS THEREON.
3. THIS PLAN REPRESENTS EXISTING CONDITIONS, BOUNDARY EVIDENCE, AND MONUMENTATION AS OBSERVED DURING A SURVEY BY S&H LAND SERVICES LLC.; 1600 CANDIA ROAD, SUITE #5, MANCHESTER, NH IN APRIL 2020.
4. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN THE 1% ANNUAL CHANCE FLOOD PLAIN AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR ROCKINGHAM COUNTY, NEW HAMPSHIRE. MAP NUMBER 33015C0320E. EFFECTIVE DATE 5/17/2005.
5. ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE. S&H LAND SERVICES LLC, HAS NOT LOCATED ANY UNDERGROUND UTILITIES. ALWAYS CALL DIG SAFE TO MARK OUT UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION ACTIVITIES.
6. HORIZONTAL AND VERTICAL DATUM TAKEN FROM STATIC GPS OBSERVATIONS. HORIZONTAL DATUM IS NAD 83 & VERTICAL DATUM IS NGVD29.
7. INTERIOR STONEWALL SHOWN TAKEN FROM REF. PLANS #2 & #3 & DEED DESCRIPTIONS BK:2217 PG: 598. THIS AREA SHOWN ON REF. PLAN #3 AS A 5.7ACRE PARCEL IS SUBJECT TO AN OPEN SPACE DEED RESTRICTION LOCATED IN BK: 2712 PG: 2129.
8. MONUMENTATION AND PLANS WERE HELD FOR THE RIGHT OF WAY ON SOUTH MAIN STREET.
9. S&H LAND SERVICES LLC, NOTICED A DISTANCE DISCREPANCY BETWEEN REF. PLANS #2 & REF. PLAN #8. S&H LAND SERVICES LLC, HELD THE PHYSICAL EVIDENCE AS LOCATED.
10. SEE S&H LAND SERVICES LLC, PLAN ENTITLED "TAX MAP U4 LOT 42 BOUNDARY PLAN, PREPARED FOR: NEWMARKET SCHOOL DISTRICT, LOCATED AT: 211 SOUTH MAIN STREET (NH ROUTE 152), NEWMARKET, NEW HAMPSHIRE" FOR PLAN REFERENCES.



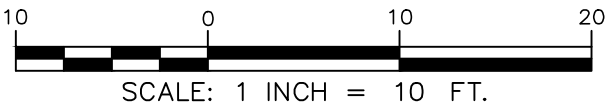
OVERVIEW PLAN
SCALE: 1"=40'



BATH HOUSE LAYOUT
SCALE: 1/4"=1'-0"

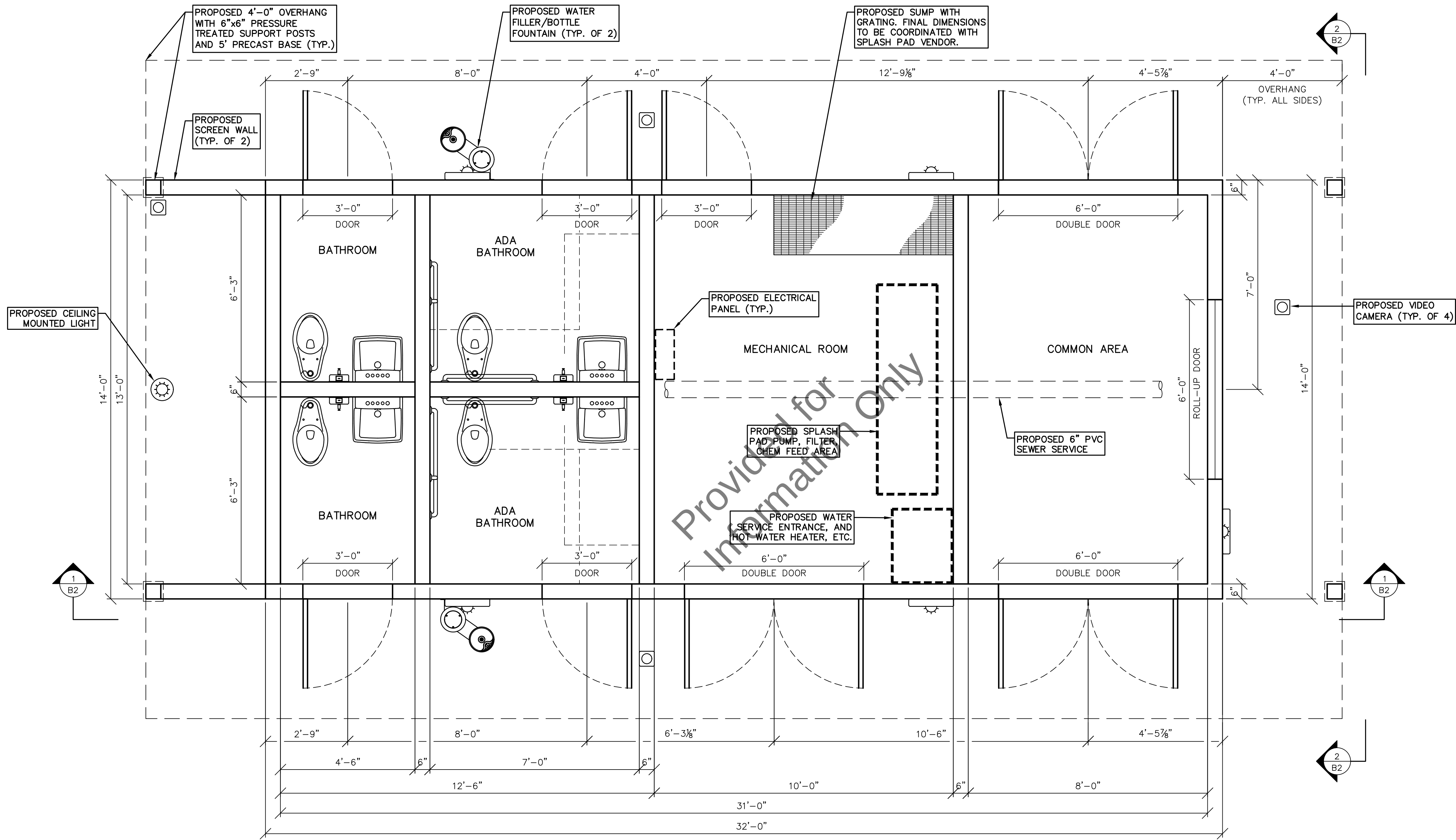


SITE PLAN
SCALE: 1"=10'

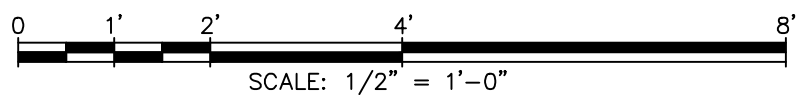


DWG NO		SITE PLAN AND FENCE DETAILS		UNDERWOOD engineers 25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603-436-6192 Fax. 603-431-4733								Drawn/Chk. HAV Designed RJS Checked DJM Approved DJM Date JULY 2020 Book No. Project No. 2536 Dwg. ID 2536SITE Scale AS SHOWN		△		ISSUE FOR	
C1														APPROVAL			
SHEET		REVISIONS												Date		By	
1 OF 4		NO.												Date		By	

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 **BATH HOUSE PLAN**
SCALE: 1/2"=1'-0"



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PROPOSED BATH HOUSE PLAN

**SPLASH PAD PROJECT
TOWN OF NEWMARKET**

NEWMARKET, NEW HAMPSHIRE

DWG NO
B1

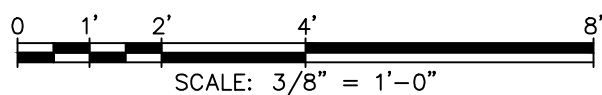
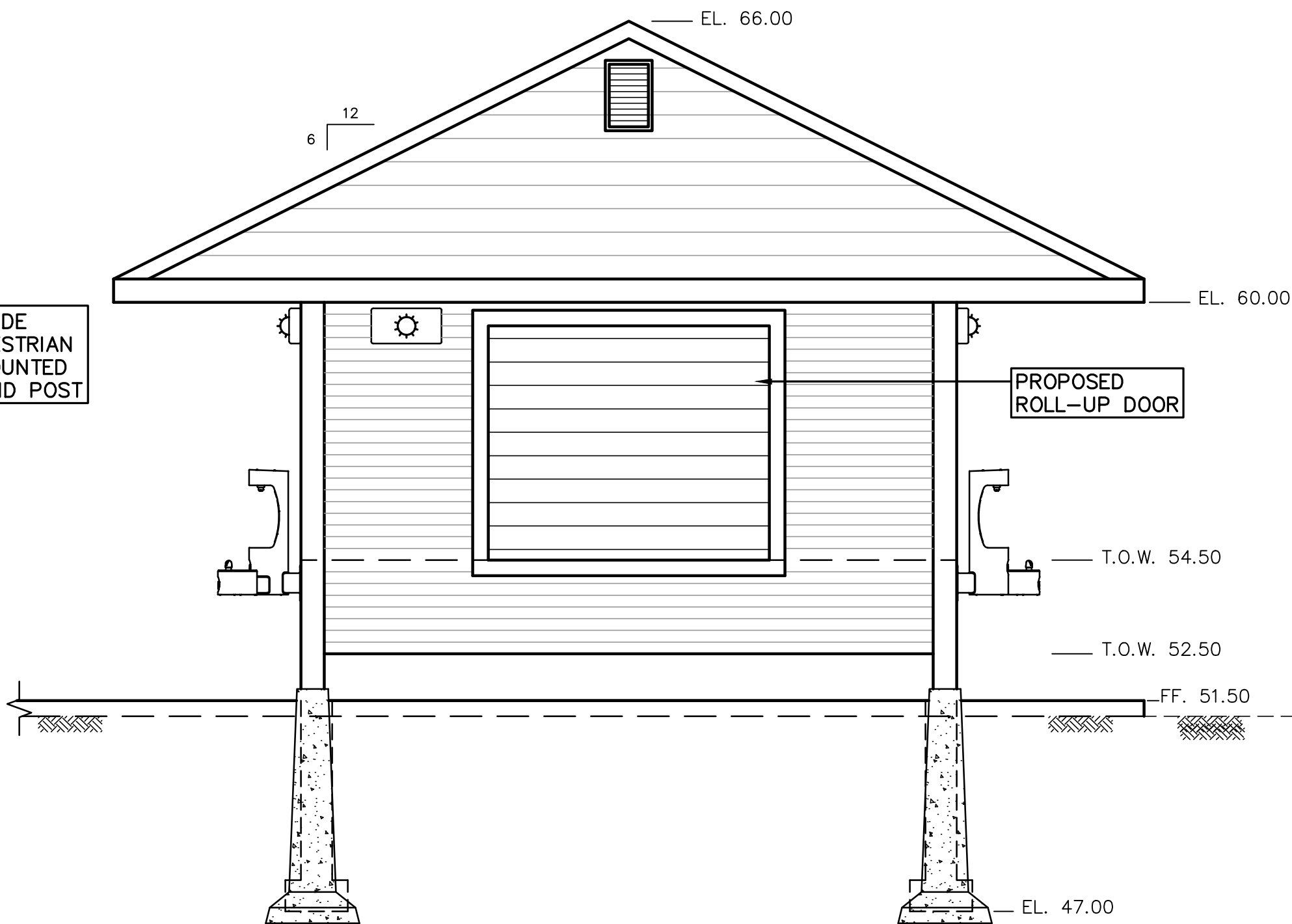
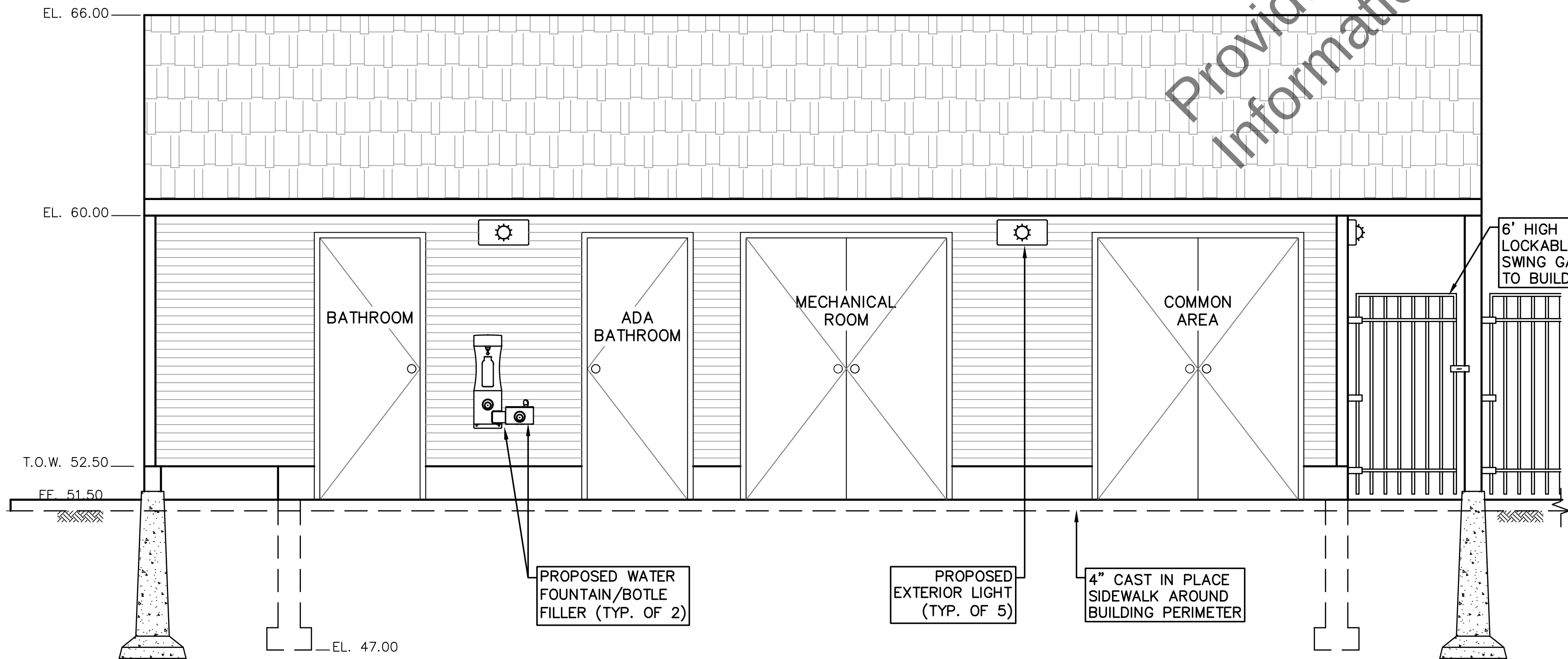
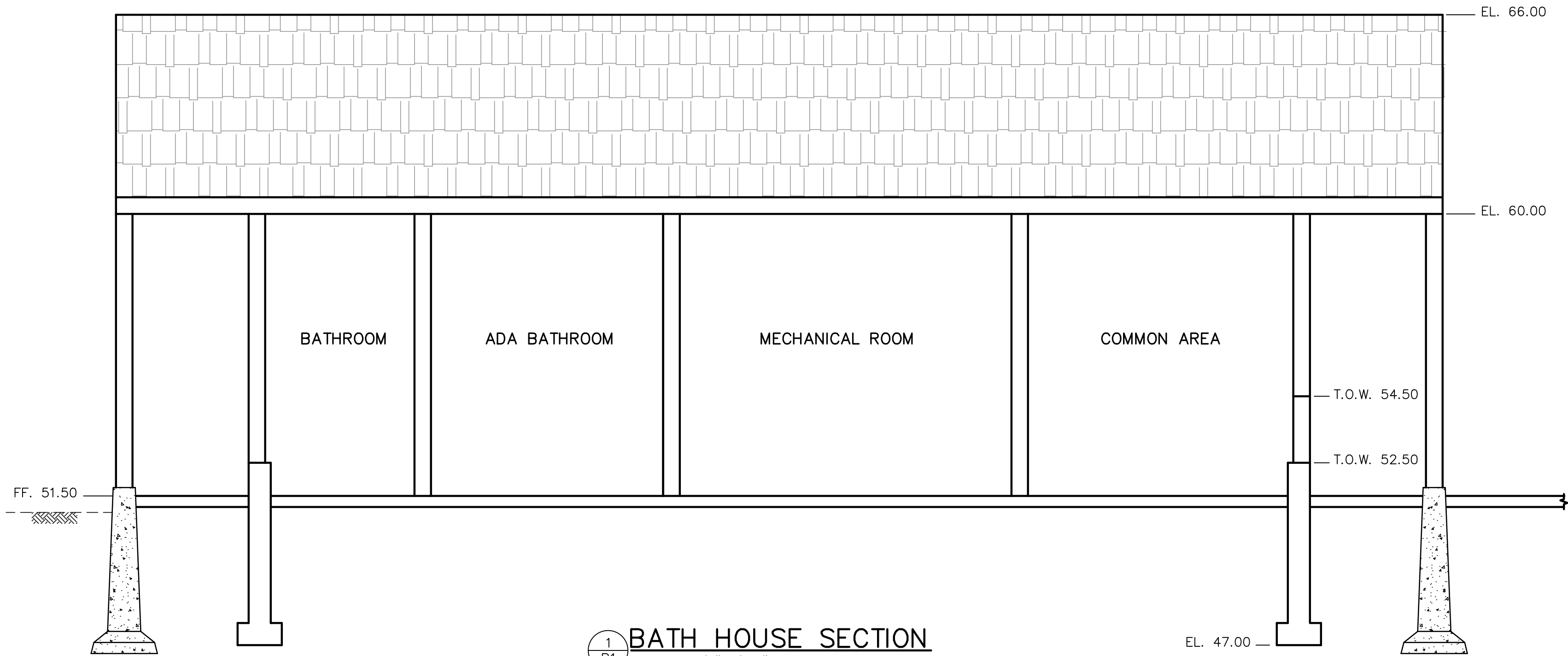
SHEET
2 OF 4



25 Vaughan Mall, Portsmouth, N.H. 03801
Tel. 603-436-6192 Fax. 603-431-4733

Drawn/Chk		HAV	ISSUE FOR	
Designed	RUS		APPROVAL	
Checked	DJM		By	
Approved	DJM		Date	7/7/2020
Date	JULY 2020		CONSTRUCTION	
Book No.			By	
Project No.	2536		Date	9/2/2020
Dwg. ID	2536BATH		RECORD DRAWING	
Scale	AS SHOWN		By	
		NO.	REVISIONS	APP'D

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PROPOSED BATH HOUSE ELEVATIONS

SPLASH PAD PROJECT
TOWN OF NEWMARKET

NEWMARKET, NEW HAMPSHIRE

DWG NO
B2

SHEET
3 OF 4

UNDERWOOD
engineers

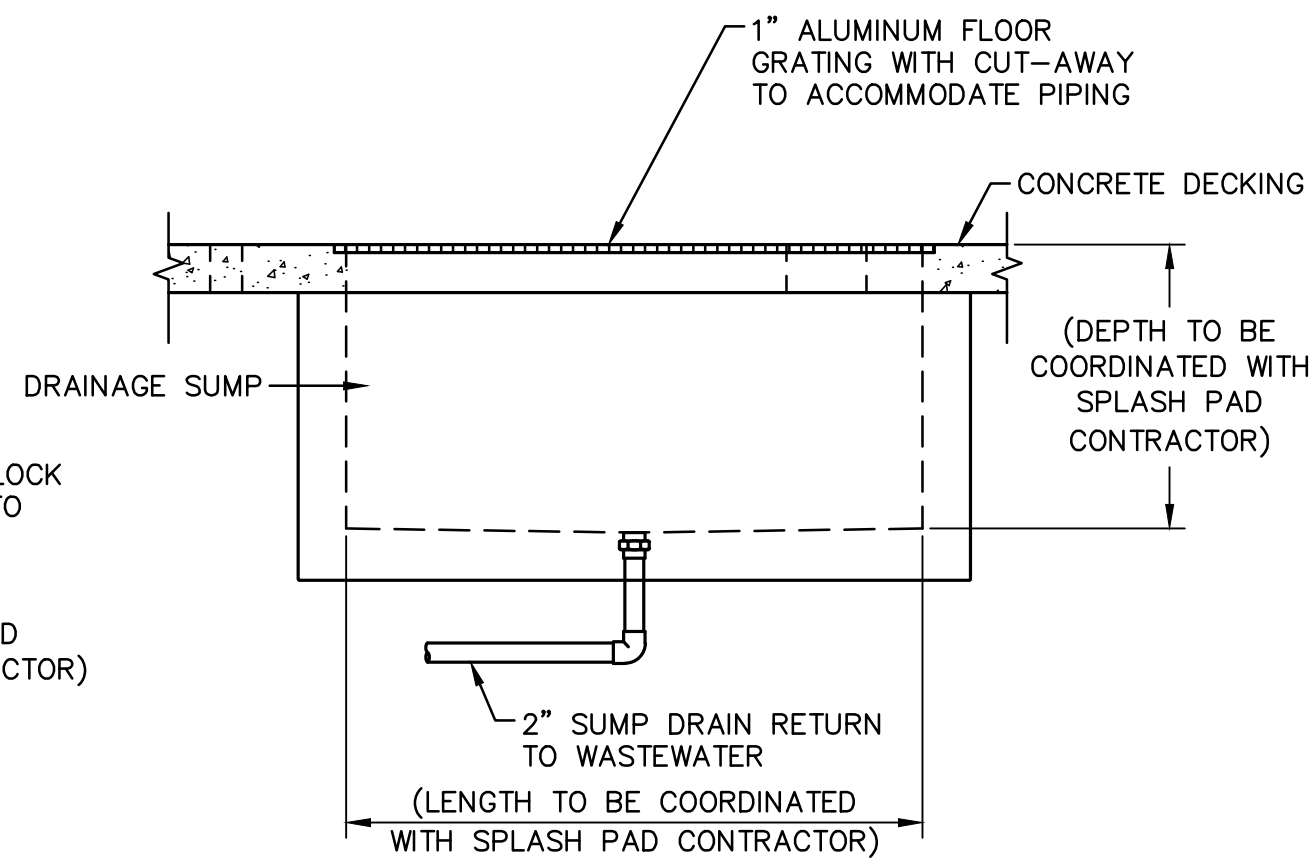
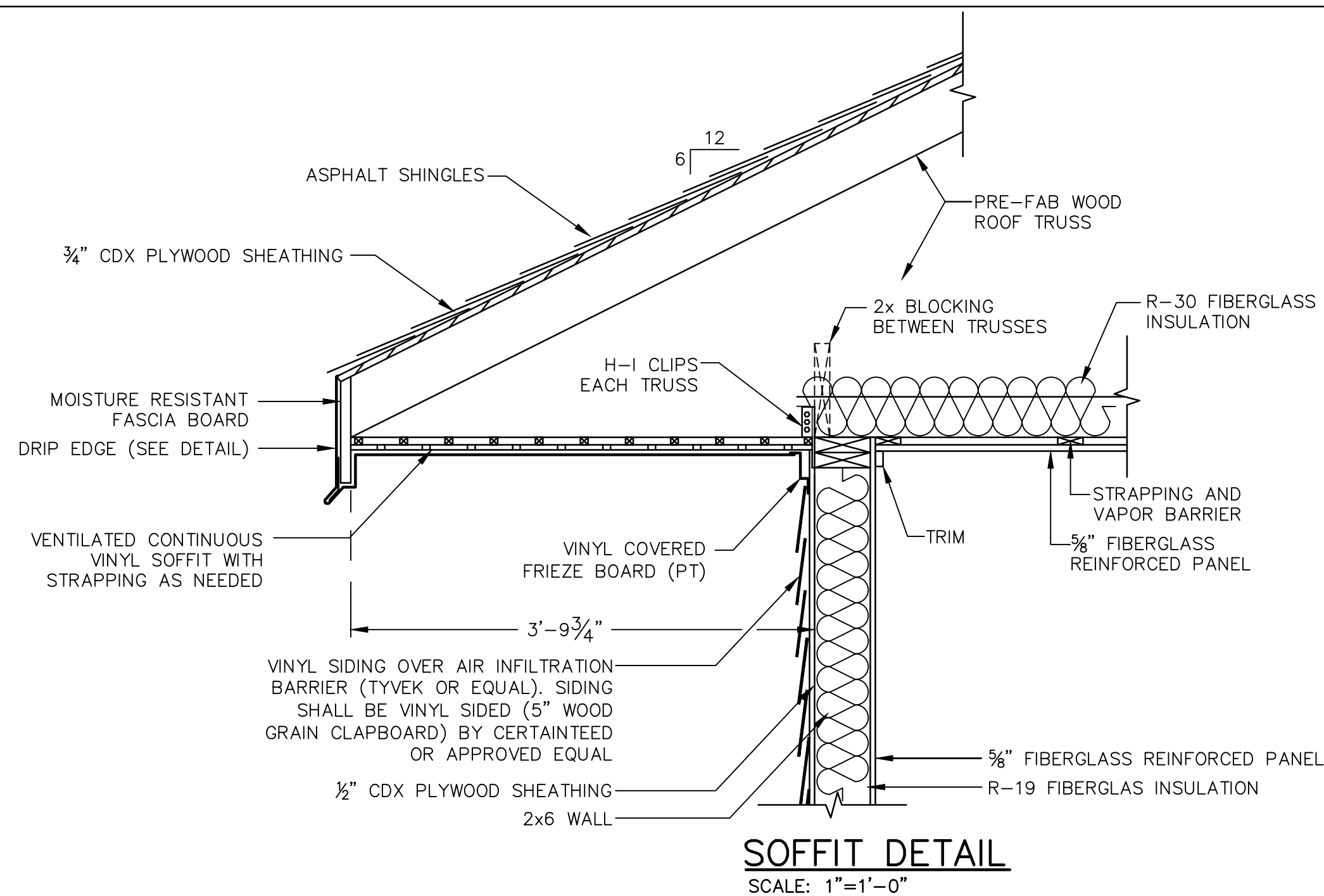
25 Vaughan Mall, Portsmouth, N.H. 03801
Tel. 603-436-6192 Fax. 603-431-4733

Drawn/Chk. HAV
Designed. RUS
Checked. DJM
Approved. DJM
Date. JULY 2020
Book No. 2536
Project No. 2536BATH
Dwg. ID. AS SHOWN
Scale.

REVISIONS
NO. DATE DESCRIPTION

ISSUE FOR
APPROVAL
By RUS
Date 7/2020
CONSTRUCTION
By RUS
Date 9/2020
RECORD DRAWING
By RUS
Date

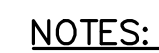
1. ORDERED EXCAVATION OF UNSUITABLE MATERIAL BELOW GRADE: BACKFILL WITH CLEAN BANK RUN GRAVEL.
2. BEDDING AND BLANKET: BEDDING SHALL BE SAND FOR CONDUIT AND WATER; STONE FOR SEWER. BLANKET SHALL BE SAND FOR ALL.
3. SUITABLE BACKFILL MATERIAL: CLEAN BANK RUN GRAVEL COMPACTED TO 95%.
4. MINIMUM COVER: NOT LESS THAN 6 FEET FOR WATER AND SEWER, PIPE TO BE DEEPER THAN 6' IF NECESSARY TO AVOID CONFLICTS WITH DRAINAGE, SEWER, OR OTHER UTILITIES. FOR CONDUIT, NOT LESS THAN 3 FEET.
5. SHEETING, IF REQUIRED: WHERE SHEETING IS PLACED ALONGSIDE THE PIPE AND EXTENDS BELOW MID-DIAMETER, IT SHALL BE CUT OFF AND LEFT IN PLACE TO AN ELEVATION 1 FOOT ABOVE THE TOP OF PIPE. WHERE SHEETING IS ORDERED BY THE ENGINEER TO BE LEFT IN PLACE, IT SHALL BE CUT OFF AT LEAST 3 FEET BELOW FINISHED GRADE, BUT NOT LESS THAN 1 FOOT ABOVE THE TOP OF THE PIPE.
6. FOR CROSS COUNTRY CONSTRUCTION, BACKFILL OR FILL SHALL BE MOUNDED TO A HEIGHT OF 6 INCHES ABOVE THE ORIGINAL GROUND SURFACE.
7. W=MAXIMUM ALLOWABLE TRENCH PAYMENT WIDTH FOR ROCK EXCAVATION, FOR ORDERED EXCAVATION BELOW GRADE, AND HANDLING OF EXCAVATED CONTAMINATED SOILS. FOR PIPES 15 INCHES NOMINAL DIAMETER OR LESS, W SHALL BE NO MORE THAN 36 INCHES. FOR PIPES GREATER THAN 15 INCHES IN NOMINAL DIAMETER, W SHALL BE 24 INCHES PLUS PIPE OUTSIDE DIAMETER (O.D.)
8. LOCATOR TAPE: TO BE TERRA TAP SENTRY LINE 1350 OR EQUAL, INSTALLED AT 18 INCHES BELOW FINISH GRADE.



5' DECK POST BASE DETAIL

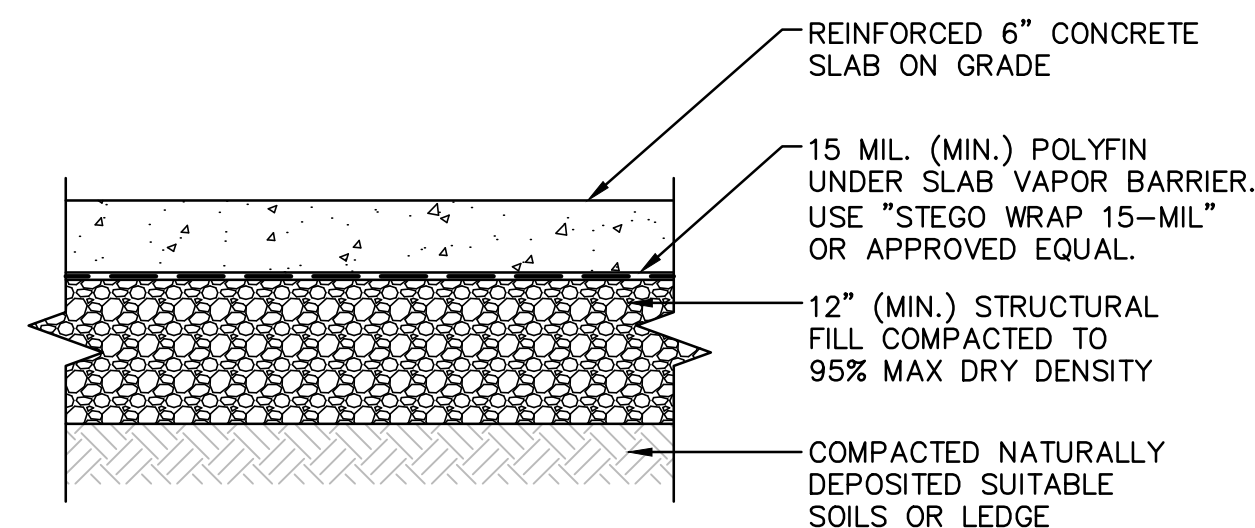


NOT TO SCALE



1. SIDEWALK SHALL BE CONSTRUCTED AT THE SAME GRADE AND BE SLOPED TO DIRECT FLOW AWAY FROM THE BUILDING.
2. MATERIAL AND CONSTRUCTION SHALL CONFORM TO THE NHDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

SIDEWALK DETAIL



TYPICAL SLAB ON GRADE
SUBGRADE WITHOUT INSULATION

NOT TO SCALE



NOT TO SCALE

[illegible]

STATE of NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of PARKS and RECREATION
LAND and WATER CONSERVATION FUND
PROJECT AGREEMENT

Political Subdivision (Project Sponsor):

Town of Newmarket

Project Number:

33-00717

Project Title:

LANDROCHE FIELD SPLASH PAD AND RESTROOM

Project Period:

09/24/2018 – 09/30/2021

Proposal Scope (Project Description):

The Town of Newmarket will construct a splash pad with a water treatment system, a restroom facility with a water fountain adjacent to the splash pad area, an ADA walkway to the splash pad, and install educational kiosk signage at the Leo Landroche Memorial Field. The property is owned by the Newmarket School District and the Town of Newmarket Recreation Department will manage and operate the site through agreement with the school district.

Total Project Cost \$398,814.00

LWCF Amount \$199,407.00
(Fund amount not to exceed 50% of total)

The State of New Hampshire, represented by the Commissioner, Department of Natural and Cultural Resources as State Liaison Officer, and the project Sponsor named above (hereinafter referred to as the Sponsor), mutually agree to perform this agreement in accordance with the Land and Water Conservation Fund Act of 1965, 78 Stat 897 (1964), as amended, and with the terms, promises, conditions, plans, specifications, estimates, procedures, project proposals, maps, and assurances hereto and hereby made a part hereof.

The State of New Hampshire hereby promises, in consideration of the promises made by the Sponsor herein, to obligate to the Sponsor the amount of money which is required to pay the State of New Hampshire's share of the costs of the above project stage, based upon the above percentage of assistance. The Sponsor hereby promises, in consideration of the promises made by the State of New Hampshire herein, to execute the project or project stage described above in accordance with the terms of this agreement.

This grant is subject to the following terms and conditions:

I. Background and Objectives

The Town of Newmarket will construct a splash pad with a water treatment system, a restroom facility with a water fountain adjacent to the splash pad area, an ADA walkway to the splash pad, and install educational kiosk signage at the Leo Landroche Memorial Field. The property is owned by the Newmarket School District and the Town of Newmarket Recreation Department will manage and operate the site through agreement with the school district. The town currently has no public pool or water play area, so this project will satisfy the need and will meet the public's request for an environmentally and economically sustainable water play area.

II. Statement of Work

A. The Recipient agrees to:

1. Construct a splash pad with a water treatment system
2. Construct a restroom facility with a water fountain adjacent to the splash pad area
3. Construct an ADA walkway to the splash pad
4. Install educational kiosk signage

B. No substantial involvement on the part of the NPS and or the State is anticipated for the successful completion of the statement of work detailed in this award. It is anticipated that involvement will be limited to actions related to monitoring project performance, and technical assistance at the request of the recipient.

III. Term of Agreement

The Agreement is effective on 09/24/2018 (Effective Date) through 09/30/2021 (Expiration Date), unless terminated earlier per Article XIV and XVI. The period from the Effective Date to the Expiration Date is the period of performance for the agreement (Agreement Term).

IV. Payment

The State agrees to reimburse the Sponsor in accordance with 2 CFR 200, the LWCF State Assistance Program Manual Vol 69, and the federal project Grant Agreement. The following terms and conditions also apply;

- A. This agreement may be modified, waived, or discharged only by an instrument signed by the parties hereto.
- B. It is understood and agreed by the parties hereto, that in the performance of this grant and the services hereunder, the Sponsor and its servants and employees are in all respects independent contractors and shall neither be determined to be employed, nor agents of the State, nor be entitled to any benefits, worker's compensation, or emoluments provided by the State to its employees.
- C. The Sponsor must pay 100 percent of the cost of an item before submitting a request for reimbursement of eligible costs. The Sponsor shall submit invoices for actual costs incurred. Reimbursement from the State will take approximately 60 days.
 - 1. The Sponsor shall arrange for the State to conduct a project inspection prior to submitting a partial and/or final reimbursement request.
 - 2. All billings must be accompanied by proof of payment such as receipts, cancelled checks (front & back), and/or electronic record of payment.
 - 3. All billing must be accompanied by a program expense record form and any requested supporting documentation.

- D. A request for partial reimbursement may not be submitted to the State for less than 25 percent of the total grant amount. Up to the final 25 percent of the total grant amount may be withheld until the project is verified complete by the state, the federal grantor agency, or their representatives, and receipt of a final approved and signed 6(f) map. Standard reimbursement forms will be provided by the State. All match shall be accounted for before final payment.
- E. Reimbursements will be made only for items that were listed on the Project Application and/or subsequent approved amendments.
- F. The Sponsor is encouraged to regularly submit partial reimbursement requests throughout the project.
- G. The final reimbursement request shall be submitted within 30 days after project completion.

V. Cost Sharing Requirement

At least 50% non-Federal cost-share is required for costs incurred under this agreement.

VI. Reports and or Deliverables

- A. Specific projects, tasks or activities for which funds are reimbursed will be tracked and reported by annual submission of a SF-425 Federal Financial Report (FFR) and annual submission of a Performance Report. A final SF-425 and Performance Report shall be submitted at the completion of the Agreement. The following reporting period end date shall be used for interim reports September 30. For final the SF-425 and Performance Report, the reporting period end date shall be the end date of the agreement. Annual and final reports shall be submitted no later than 90 days after project is completed or the grant end period date, whichever comes first. All reports shall be submitted via email to the NPS Program Officer with a copy to the AO.
- B. The Secretary of the Interior and the Comptroller General of the United States, or their duly authorized representatives, will have access, for the purpose of financial or programmatic review and examination, to any books, documents, papers, and records that are pertinent to the Agreement at all reasonable times during the period of retention in accordance with 2 CFR 200.333.

VII. Project Proposal and Attachments

Sponsor agrees that the Project Proposal submitted by Sponsor to obtain the funding set forth in this Agreement is hereby incorporated by reference into this Agreement, however, to the extent any language in this Agreement or the other documents incorporated thereto are in conflict with the Project Proposal, the language in the Agreement and other incorporated documents will take precedent over the Project Proposal.

VIII. Special Terms and Conditions

The following special terms and conditions were added to this agreement before it was signed by the parties hereto:

- A. A 25 year or more lease with a renewable clause between the Town of Newmarket and the Newmarket School District must be in place and reviewed by NPS and the State prior to development taking place.
- B. Prior to the completion of this project the State and the Sponsor, with concurrence from the National Park Service, may mutually alter the area described and shown in the 6(f) boundary map incorporated as part of this agreement. The final map shall be signed and dated by the State and Sponsor, representing the most satisfactory outdoor recreational unit, except that acquired parcels are afforded LWCF protection as Fund reimbursement is provided. The final map shall also depict any and all facilities present and developed therein.
- C. The Sponsor agrees that the property described in the project agreement and the signed and dated project boundary map made part of that agreement is being acquired or developed with Land and Water Conservation Fund assistance, or is integral to such acquisition or development, and that, without the review and concurrence by the state and the approval of the Secretary of the US Department of the Interior, it shall not be converted to other than public outdoor recreation use pursuant to Title 36 Part 59.3 of the *Code of Federal Regulations*.
- D. Sponsor shall record a Notice of Grant Requirements and the final signed 6(f) boundary map with the registry of deeds in the county where the property is located with guidance provided by the State.
- E. The Sponsor shall complete the following pending application items prior to the start of any work related to the project scope.
 - 1. Obtain a satisfactory response of concurrence from the New Hampshire Division of Historical Resources/State Historical Preservation office.

Changes to the project scope as a result of the completion of the above conditions, may require an amendment to the project.

IX. Statement of Assurances

The Sponsor, as a political subdivision of the State of New Hampshire qualified to participate in the federal LAND AND WATER CONSERVATION FUND program (16 USC 4601), does hereby assure that:

- A. No financial assistance has been given or promised to the Sponsor under any other federal program with regard to this project unless specifically identified in the project proposal.
- B. The Sponsor has the legal authority to apply for, accept, and expend the federal funds involved for the purposes intended and to accomplish the objective of the program as described in the Project Agreement.
- C. For development and combination projects the Sponsor will provide site plans, engineering and construction plans, and development specifications before actual work is started on a project, as requested, to the New Hampshire State Liaison Officer and/or the National Park Service.
- D. The sponsor shall follow its own current applicable procurement procedures, approved by the sponsor's governing body, for project related purchases and contracts. If the sponsor does not have procurement procedures, it shall follow the state's general procurement procedures.
- E. The Sponsor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded, from procurement (purchasing) for this project, per Executive Order 12549, 43 CFR 12.
- F. For acquisition or combination projects title to the land area when acquired as part of the project, is owned or legally controlled by the project Sponsor and is clear of any known lien, deed restriction or condition, easement, reversionary or other right or interest which, if exercised, could adversely affect the recreational use of the area by the general public.
- G. For development projects title to the land area affected by the project is owned or legally controlled by the project Sponsor and is clear of any known lien, deed restriction or condition, easement, reversionary or other right or interest which, if exercised, could adversely affect the recreational use of the area by the general public, unless reasonable exclusions are agreed to between the State and the Sponsor.

H. No federal appropriated funds have been or will be used for lobbying activities in connection with this grant.

I. That no person shall be excluded from participation in, denied the benefits, or otherwise subjected to discrimination on the basis of:

1. Race, color or national origin (Title VI, Civil Rights Act of 1964, 43 CFR 17).
2. Disability (Architectural Barriers Act of 1968, the Rehabilitation Act of 1973; Americans with Disabilities Act of 1990).
3. Age (Age Discrimination Act of 1975).

Any person who believes that he or she has been discriminated against should contact:

Office of the Commissioner
New Hampshire Department Natural and Cultural Resources
172 Pembroke Road
Concord, N.H. 03301-5767

Director, Equal Opportunity Program
U.S. Department of the Interior
National Park Service
PO Box 37127
Washington, D.C. 20013-7127

- J. The Sponsor shall not discriminate against any person on the basis of residence, except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence as set forth in the manual.
- K. Property acquired or developed under this project will be retained and used for public outdoor recreation purposes. No conversions to uses other than outdoor recreation, or disposal of any part of the property in the future will be permitted without adequate substitution and replacement approved by the New Hampshire State Liaison Officer and the National Park Service.
- L. The Sponsor has the intent and the ability to finance the operation and maintenance of the area or facility being acquired or developed, according to standards acceptable to the New Hampshire State Liaison Officer and the National Park Service, for the life of the project or so long as required.

M. The Sponsor accepts the obligation to comply with applicable laws, rules, regulations, terms and conditions of the New Hampshire State Liaison Officer and the National Park Service in effect at the time of the approval of the Project Agreement.

N. The Sponsor will maintain one central file for the purpose of federal audit and programmatic review, including all financial records, correspondence, and other documentation for a period of three years following the receipt of final project reimbursement. A permanent file should be established for future information purposes.

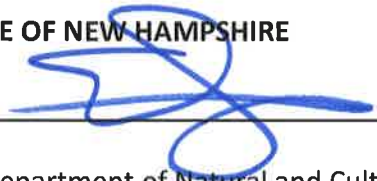
X. Attachments Incorporated by Reference

The Following completed documents are attached to and made a part of this Agreement

1. LWCF Federal Financial Assistance Manual, Volume 69
2. LWCF Federal/State Grant Agreement
3. Federal Project Application and Attachments

In witness whereof, the parties hereto have executed this agreement as of the date entered below:

STATE OF NEW HAMPSHIRE

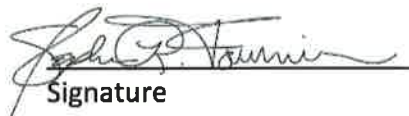
By 

NH Department of Natural and Cultural
Resources, State Liaison Officer to the
National Park Service

Date 3/17/2019

PROJECT SPONSOR

Town of Newmarket
Political Subdivision


Signature

Steve Fournier
Name

Town Administrator
Title

March 14, 2019
Date



October 2020

LETTER OF QUALIFICATIONS & EXPERIENCE

Thank you for the opportunity to submit a Splash Pad Design Proposal from New England Recreation Group for the Leo A. Landroche Project in Newmarket.

New England Recreation Group, Inc. has been designing, supplying, building and servicing Municipal and Community Splash Pad, Playground, Park and Recreation Projects in the six New England States for over 50 years.

We understand the Scope of your Project and appreciate your consideration of our submittal, abilities to perform as needed per your RFP and 2021 Installation target timeline.

New England Recreation Group, Inc. represents a complete line of only the highest quality Manufacturers of Splash Pad, Park, Playground, Recreation, Site Amenity, Athletic and Safety Surfacing products all of which are CPSC, ASTM, IPEMA, ADA & ISO 9001 & 14001 approved and compliant.

NERG is one of the only New England FULL SERVICE Playground Companies and Manufacturer representatives offering Factory Certified Turnkey Installation & Site Services and a wide variety of Park, Recreation and Playground Industry Resources.

Your Project Team includes PROJECT MANAGER & Vice President, Mark Gallagher and PROJECT INSTALLER, Steve Lemesa, who brings the following experience to your Project:

- 30 years of Playground, Park and Recreation Design, Consulting, Planning, Project Management and Customer Service Experience
- Over 600+ School, Municipal and Community Playground, Recreation & Park Projects
- State of Massachusetts Park & Recreation Association Commercial Representative and Executive Board Member 2013- 2018
- Northern New England Parks & Recreation Conference (NH, VT& ME) Commercial Representative and Executive Board Planning Committee Member 2005-Present
- Member of the New Hampshire, Massachusetts, Vermont and Maine Park & Recreation Associations and the New England Parks Association

P.O. Box 1503
Westboro, MA 01581

P.O. Box 1050
Tolland, CT 06084

800.861.1209
508.393.1963
F 508.393.1927
www.nerecgroup.com
nerg@nerecgroup.com



New England Recreation Group, Inc. Playground Designs include the following PROJECT SERVICES & BENEFITS:

- All Administrative, Management and related services to coordinate the design, manufacturer, delivery and installation of the HIGHEST QUALITY Recreation Equipment to complete your Project on budget and on time.
- All Project 2D & Color 3D CAD DRAWINGS and CUSTOM DESIGNS based on your Project criteria including: space, budget, target age & ability, component selection, color scheme and play environment are provided FREE of CHARGE.
- All Project Designs & Drawings submitted meet and/or exceed all State and Federal Public Playground Safety Guidelines and Standards including CPSC, ASTM, IPEMA and ISO9001 Compliance.
- All Project Installation & Technical manuals provided free of charge.
- NATURE & ENVIRONMENTAL CUSTOM THEMED Recreation Designs options including unique free- standing Play Component options.
- UNIVERSAL ACCESSIBILITY Designs and Programs.

New England Recreation Group, Inc. INSTALLATION SERVICES:

- **CERTIFIED MANUFACTURER PLAYGROUND INSTALLATION:**
New England Recreation Group, Inc. installation crews are able to provide turnkey playground installation options including site preparation, landscaping, safety surfacing, site amenities, maintenance & repair, inspections and general construction as well as CPSI, MBE & WBE compliance. All crews have a minimum of 10 years industry experience and are FACTORY TRAINED & CERTIFIED.
- NERG Installation Teams with a minimum of 10 years of Equipment Installation, Site, Surfacing, Safety, Compliance and Construction Project experience and Factory Trained Manufacturer Certified.
- FREE YEARLY SITE VISIT & MAINTENANCE INSPECTIONS

P.O. Box 1503
Westboro, MA 01581

P.O. Box 1050
Tolland, CT 06084

800.861.1209
508.393.1963
F 508.393.1927
www.nerecgroup.com
nerg@nerecgroup.com



Please feel free to contact me at 508-393-1963, Office/508-887-5759 Cell or email mark@nerecgroup.com should you have any questions or require any additional information.

I look forward to the opportunity to assist you with this Project and thank you again for your consideration.

Mark Gallagher

Mark Gallagher
Vice President

ADDITIONAL PROJECT REFERENCES:

- Hartford, VT
- Salem, MA
- Burlington, YMCA
- Marshfield, MA Boys & Girls Club
- Taunton, MA Boys & Girls Club
- Weymouth, MA Club
- Exeter, NH Recreation – Town Pool
- City of Hartford, CT – 6 Site locations
- State of MA – DCR Boston – Artesani Park

P.O. Box 1503
Westboro, MA 01581

P.O. Box 1050
Tolland, CT 06084

800.861.1209
508.393.1963
F 508.393.1927
www.nerecgroup.com
nerg@nerecgroup.com



TOWN OF NEWMARKET, NEW HAMPSHIRE
LEO A. LANDROCHE SPLASH PAD

RAIN-DROP Design # 1747732: 12/17/20

A. CONCEPT & DESIGN FEATURES:

1. ABOVE GROUND:

- * RAIN DROP PLAY CENTER 2
- * RAIN TUNNEL
- * BELLE SPRAY JET
- * SPRAY FINGERS
- * TUMBLE BUCKETS (3) w/ Tall Mast
- * DUMPING TROUGH
- * WATER FUN LOOP CANNON

2. SURFACE SPRAYS:

- * UPSTREAM JET (2)
- * PEACOCK JET (2)
- * FAN JETS (3)
- * OMNI PODS (18) for future upgrades and/or expansion

3. BOLLARD TOUCH ACTIVATOR (Stainless Steel- 1 EA.)

4. RAIN MAKER- 24 OUTLET CONTROLLER SYSTEM:

- RAINMAKER Remote Viewer License
- RAINMAKER Power Cable

5. MANIFOLD/VALVES:

- 6' Manifold w/ 2" & 1" Ball Valve Assembly, 1" & 2" Solenoid Valve Assembly, True Union Ball assembly valve- DC for iSplash.

P.O. Box 1503
Westboro, MA 01581

P.O. Box 1050
Tolland, CT 06084

800.861.1209
508.393.1963
F 508.393.1927
www.nerecgroup.com
nerg@nerecgroup.com

6. RECIRCULATION SYSTEM:

- RSVR Fiberglass 3000 gallon 1 DRN 1 Suction 1 Overflow
- Chlorination Pak- Liquid w/ CAT 2000 Controller
- Drain- 12 x 12 x 12 Fiberglass-6" -Nozzle-Cyclac Grate & Frame
- Filter Pak- 36" Sand Filter w/ SP3220EE-2HP-1HP-208/230V Pump
- Pump Equipment Pak- 6" MFD, 10HP-3PH-230/460V-60HZ, CSP Series
- VFD for Single Phase Input 10HP-1HP 230V Pump
- Switch Disconnect 2HP 230V-1P

TOTAL INTENDED FLOW: 375.9 GPM

TOTAL CHOREOGRAPHED FLOW: 244.3

TOTAL: \$ 121, 712.00

OPTION: Technical Start Up & Training

ADD: \$1500.00 per day

Terms: 35% Deposit/65% upon equipment delivery-Current Estimated Delivery: 12-16 weeks ARO

INSTALLATION ESTIMATED SCHEDULE OF VALUES:

1. Splash Pad Equipment Installation:	\$ 7,500.00 *
2. Mechanical Equipment Installation:	\$ 21,000.00
3. Electrical Equipment Installation:	\$ 6,000.00
4. Splash Pad Plumbing:	\$ 28,000.00
5. Concrete Flatwork Placement:	\$ 34,800.00
6. Concrete Coloring & Sealing:	\$ 6,800.00
TOTAL:	\$ 104,100.00

GRAND TOTAL: \$ 225,812.00

(OPTION: ADD "Proprietary" Site Work: + \$5800.00 \$ 231,612.00)

* Original Design Install costs may be subject to change due to revised/new Splash Pad Design Features and Upgrade of Mechanical and Recirculation System from 350GPM/1500-gallon reservoir to 750GPM/3000 gall.

- Installation is based on normal/debris free Site, Sub-grade, Grading, Digging & Excavation conditions with all Utilities, Connections/Hook ups, Clearances (Dig-Safe), etc.to be provided by others.

- Installation does not include Permits, Bonds, Site Security/Police detail, Landscaping/Seeding/Sod, repairs or replacements due to vandalism, additional Insurance above standard coverages or delays/costs due to abnormal/unforeseen Site, sub-grade or digging conditions/ obstructions such as ledge, rock, debris, tree roots, utilities, high water table, irrigation, etc. or any non-related/ Splash Pad scope or work/value not listed.

Should you have any questions or need additional information please do not hesitate to contact me.

I appreciate your consideration and look forward to the opportunity to assist you with this Project.

Mark Gallagher
Vice President

1. **Subcontractor Name:** MGC Development
2. **Type of Work:** Splash Pad Installation & Related Project Scope of Work
3. **Contact Name:** Steve Lemesa
4. **Contact Phone Number:** 860-280-8555
5. **Contact E-mail Address:** MGCDev1@aol.com
6. **Have you worked with them in the past?** Yes
 - a. **If so, what jobs (include name and contact info of owner)**
See references and information below
 - b. **If so, what was the cost of the project?**
See references and information below

The Owner reserves the right to approve all proposed subcontractors and where the Owner objects to the use of any proposed subcontractor, the Proposer shall use another subcontractor acceptable to the Owner. Any changes to the list requires approval from the Owner.

13. References

Proposer's must supply three (3) professional references from clients for their most recent projects.

Below is the References Form that must be included in the proposal submittal.

Reference	Client Name	Contact Name and Number	Contact Email Address	Cost of Job
1	YMCA Plaistow, NH Ipswich, MA YMCA	Merri-Lynn Lathrop 978-564-3902	lathropm@ northshoreymca	300K Plaistow, NH \$ 180K Ipswich, MA
2	Beverly Recreation Dept. Lynch Park, Beverly, MA	Bruce Doig 978-921-6067	bdoig@ beverlyma.gov	\$ 125K
3	Lancaster, MA-Thayer Memorial Park	Pieter Hartford 508-320-7269	mphartford@verizon.net	\$ 75K
4	Cape Codder Resort Hyannis, MA	Bill Catania 508-771-0040		\$ 350K

END OF PROPOSAL

- Consideration of mounting equipment on walls in order to save floor space should be value engineered as part of the mechanical room layout.
- Pipe and other material shown may be substituted with prior approval of the project designer.
- PVC pipe shall be schedule 80 PVC and socket type fittings shall conform to ASTM D2467, and ASTM D1785-12, and all applicable state and local codes.
- All piping shall be stamped with NSF seal of approval for potable water.
- It is the Proposer's responsibility to properly support piping at all valves, pumps, equipment, overhead areas, etc.
- All piping shall be supported laterally as well as vertically. Use of proper hangers for the conditions is essential; all hangers, pipe supports, threaded rod, hardware, etc. shall be provided by the Proposer.
- Piping shall be designed to carry the required quantities of water at velocities not to exceed local code requirements.

9. Proposal Evaluation

Each Proposer's proposal will be evaluated on the following criteria: qualifications, experience, references, ability to meet the project schedule, budget, etc. Each proposal will be reviewed by the Town and its designated parties and those most feasible will be taken into further consideration.

10. Proposal Submission Declaration

To the Town of Newmarket Recreation Department, hereafter called the Owner: We the undersigned declare:

1. The Proposer has carefully examined the location and site of the proposed work, as well as the materials.
2. The Proposer has no conflicts of interest with the Owner.
3. The items stated in this Proposal are in all respects true, accurate, and complete.
4. The Proposer agrees to deliver the project within the proposed schedule and for the following:

Guaranteed Maximum Price (numeric) \$ 234,500.00

written out price Two hundred thirty-four thousand five hundred dollars no cents

in accordance with the following schedule of values.

Milestone	Value
"Proprietary" Site Work (if required)	\$
Splashpad equipment delivery	\$ 133,500.00

Splashpad equipment installation	\$
Mechanical equipment installation	\$
Electrical equipment installation	\$
Splash Pad plumbing	\$
Concrete flatwork placement	\$
Concrete coloring and sealing	\$
Total Proposal Cost	\$ 101,000.00

Proposer's Signature:

John M. O'Brien

Position:

Vice President

Location of Signature:

17 Trotter Drive
Medway, Massachusetts

Date and Location of Signature:

10/21/20

Medway, Massachusetts

11. Proposer's Information Form

Below is the Proposer's Information Form which must be included in the proposal submittal:

COMPANY NAME:	M. E. O'Brien and Sons, Inc.
CONTACT NAME:	Joel St. Pierre
ADDRESS:	17 Trotter Drive Medway, MA 02053
OFFICE PHONE NUMBER:	800-835-0056/207-642-5713
CELL PHONE NUMBER:	207-899-9505
E-MAIL ADDRESS:	joel_stpierre@obrienandsons.com
WEBSITE:	www.obrienandsons.com

12. Subcontractor Information Form

Below is the Subcontractor Information Form that must be included in the proposal submittal for all intended subcontractors:

1. Subcontractor Name: Lakeside Excavation LLC
2. Type of Work: Installation
3. Contact Name: Ted Bangs
4. Contact Phone Number: 603-289-1064
5. Contact E-mail Address: tbangs3244@gmail.com
6. Have you worked with them in the past? Yes
 - a. If so, what jobs (include name and contact info of owner)
 Dupont Splashpad, Manchester, New Hampshire
Christopher Sullivan, Park Planner, 603-792-5338
 - b. If so, what was the cost of the project?
 \$220,000.00

The Owner reserves the right to approve all proposed subcontractors and where the Owner objects to the use of any proposed subcontractor, the Proposer shall use another subcontractor acceptable to the Owner. Any changes to the list requires approval from the Owner.

13. References

Proposer's must supply three (3) professional references from clients for their most recent projects.

Below is the References Form that must be included in the proposal submittal.

Reference	Client Name	Contact Name and Number	Contact Email Address	Cost of Job
1	Groff Park	Nate Malloy 413-259-3322	malloyn@amherstma.gov	\$188,000.00
2	Look Park	Shawn Porter 413-584-5457	sporter@lookpark.org	\$ 134,397.00
3	Veteran's Memorial	Phil Graves 508-517-1318	pgraves@mj cataldo.com	\$50,000.00

END OF PROPOSAL



M.E. O'BRIEN & SONS, INC.
17 Trotter Drive - P O Box 718
Medway MA 02053
508-359-4200 (phone) / 508-533-6342 (fax)
SDO Certified WBE (MA Only)

REFERENCES

Maine

New Hampshire

Kevin Adams South Portland Park and Recreation 207-767-7650	Nick Caggiano, Superintendent Nashua Park and Recreation 603-589-3370
Deb Partridge Norway Park and Recreation 207-743-1998	Vint Choiniere Meredith Parks and Recreation 603-279-8197
Denise LeBlanc Skowhegan Parks & Recreation 207-474-6901	Chris Sullivan Manchester Parks & Recreation 603-624-6444
Mast Landing School/Freeport Beth Willhoite/Principal 207-865-4561	Mark Sheehy St. Christopher's School, Nashua 603-320-4099

Splash Pad Vendor Comparisons for Leo Landroche Field

VORTEX: O'Brian & Sons				RAIN DROP: NERG			
#	Above Ground Component		Costs	#	Above Ground Component		Costs
	Components & Shipping		\$ 133,000		Components & Shipping		\$ 121,712
	Everything else		\$ 101,000		Everything else		\$ 104,100
	Proprietary Prep Work (included)		\$ -		Proprietary Prep Work (broken out)		\$ 5,800
	TOTAL	HIGHER	\$ 234,000		TOTAL	LOWER	\$ 231,612
#	ITEM	SCORE	TEXT	#	ITEM	SCORE	TEXT
1	Cust Ser/Responsiveness	5	Average	1	Customer Service	10	Excellant
2	Followed RFP Directions	8	Very Good	2	Followed RFP Directions	10	Excellant
3	Schedule Commitment	5	10-12 weeks	3	Schedule Commitment	10	6-8 weeks
4	Quality of Product	10	Excellent	4	Qulaity of Product	10	Excellant
5	Warrenty Coverage	8	25 year	5	Warrenty Coverage	8	25 year
6	Design and features	7	Good		Design and features	10	Excellant
	TOTAL	43			TOTAL	58	

The Recreation Department is reccomending Rain Drop - NERG for following reasons:

- ~ Best Price @ \$231,612 and \$2388 under competitor
- ~ Larger tank (for future expansion on components)
- ~ 1 additional Spray Component included - still at lower price- for future components if wanted
- ~ Scored 15 points higher on "6 Other Comparisons" Chart

Newmarket Capital Improvement Program (CIP) Project Request Form

Project Title:	Splash Pad & Permanent Restrooms at Leo Landroche				Department:	Recreation		
Submitted By:	Aimee Gigandet	Date:	9/5/2020	Priority:	N	Project Cost:	\$ 398,814	
1. General Project Description?				 The image contains two diagrams. The top diagram is an 'OVERVIEW PLAN' showing the location of the splash pad within a larger park area, with a scale of 1 inch = 50 feet. The bottom diagram is a 'SITE PLAN' showing the layout of the splash pad, including the 'SPLASH PAD AREA', 'RESTROOMS', 'MEDICAL ROOM', and 'COMMON AREA'. It also shows the 'ACCESS ROAD' and 'EXISTING WATER MAINS'. A vertical title block on the right side of the site plan reads: 'UNDERWOOD UNIVERSITY', 'SPLASH PAD PROJECT', 'TOWN OF NEWMARKET', 'NEWARK, NEW HAMPSHIRE'.				
Plan, develop, and construct a Splash Pad with a water treatment filtration system with permanent restrooms for Leo Landroche Complex. Approx. 2800 sq ft in area. This would reuse water with a low to no impact on Newmarket's water supply.								
2. How will this expenditure improve service, productivity or lower operating costs to the Town of Newmarket?								
The splash pad is significantly less than the cost of building & maintaining a pool. It would be a major attraction for the public & camp. No more wasteful sprinklers. No more stinky Porta Potties which cost the Town approximately \$1,500 /year.								
3. Is this a replacement item? If NOT, how was the need previously met?								
NO - 300 day campers (3-14 yrs / 7-8 wks) use sprinklers, small pools, slip & slides (water to waste) and prior to 2016, we used large inflatable water slides. No outside permanent restroom and water features are our 2 biggest complaints.								
4. List name of firm and price of quotes received.								
Budget for entire project was completed by Facilities Director when submitted for the LWCF funding match. All items: Design/Construction/Filtration System/Features/Mechanics/Restroom Structure came to: \$ 398,814								
Project Funds:			FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
General Fund			.					
Capital Reserve Fund	Balance	\$ 205,688	\$ 36,772	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Bonds								
Grants	LWCF GRANT Match		\$ 199,407					.
Enterprise Fund			\$ 106,000					
Impact Fees			\$ 17,935					
Other								
Commence FY:	FY 21/22	Total	\$ 360,114					.

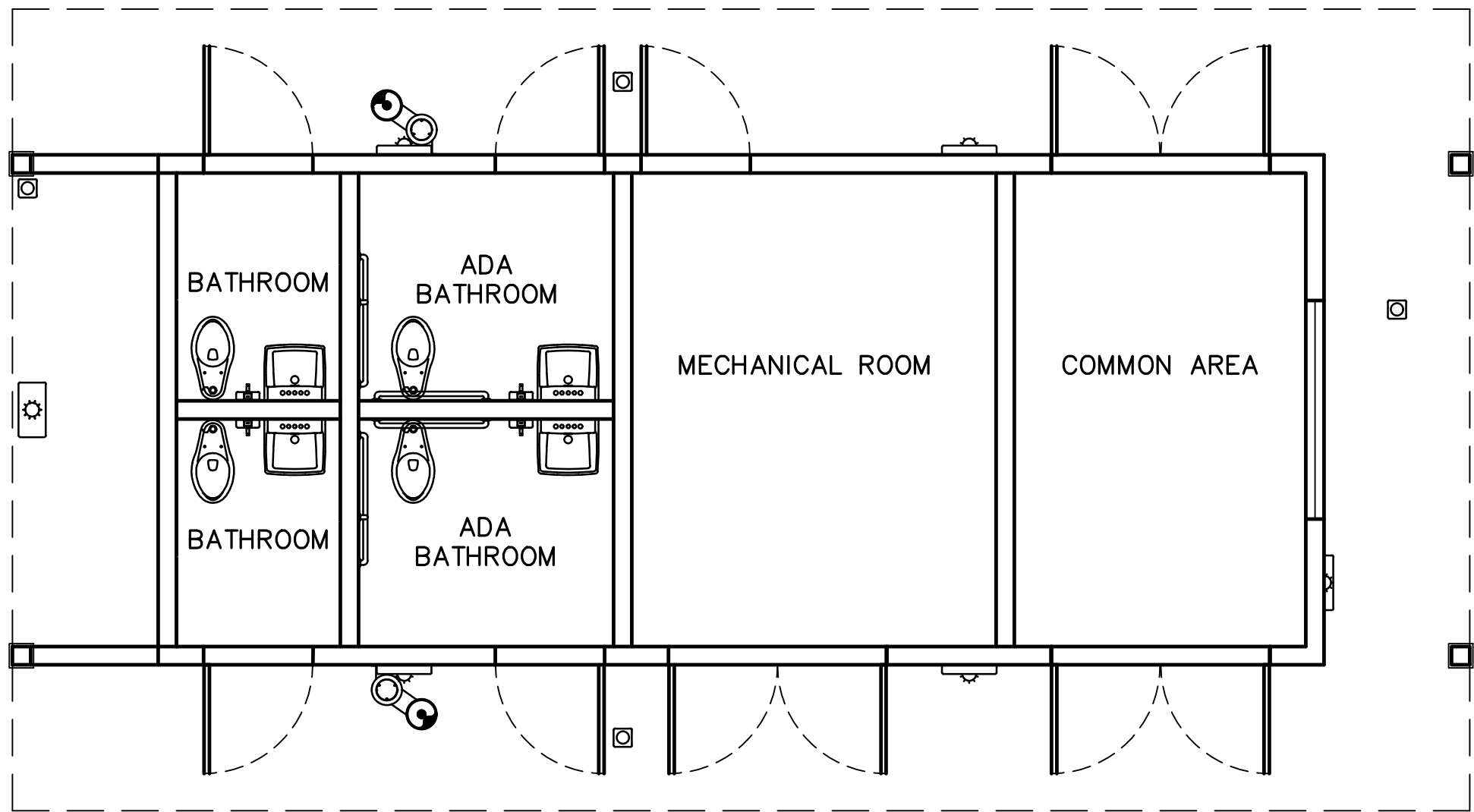
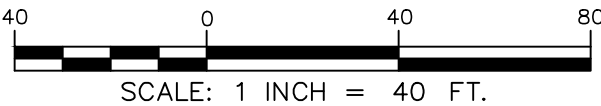
**Newmarket Capital Improvement Program (CIP)
Project Request Form**

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**Newmarket Capital Improvement Program (CIP)
Project Request Form**



OVERVIEW PLAN
SCALE: 1"=40'

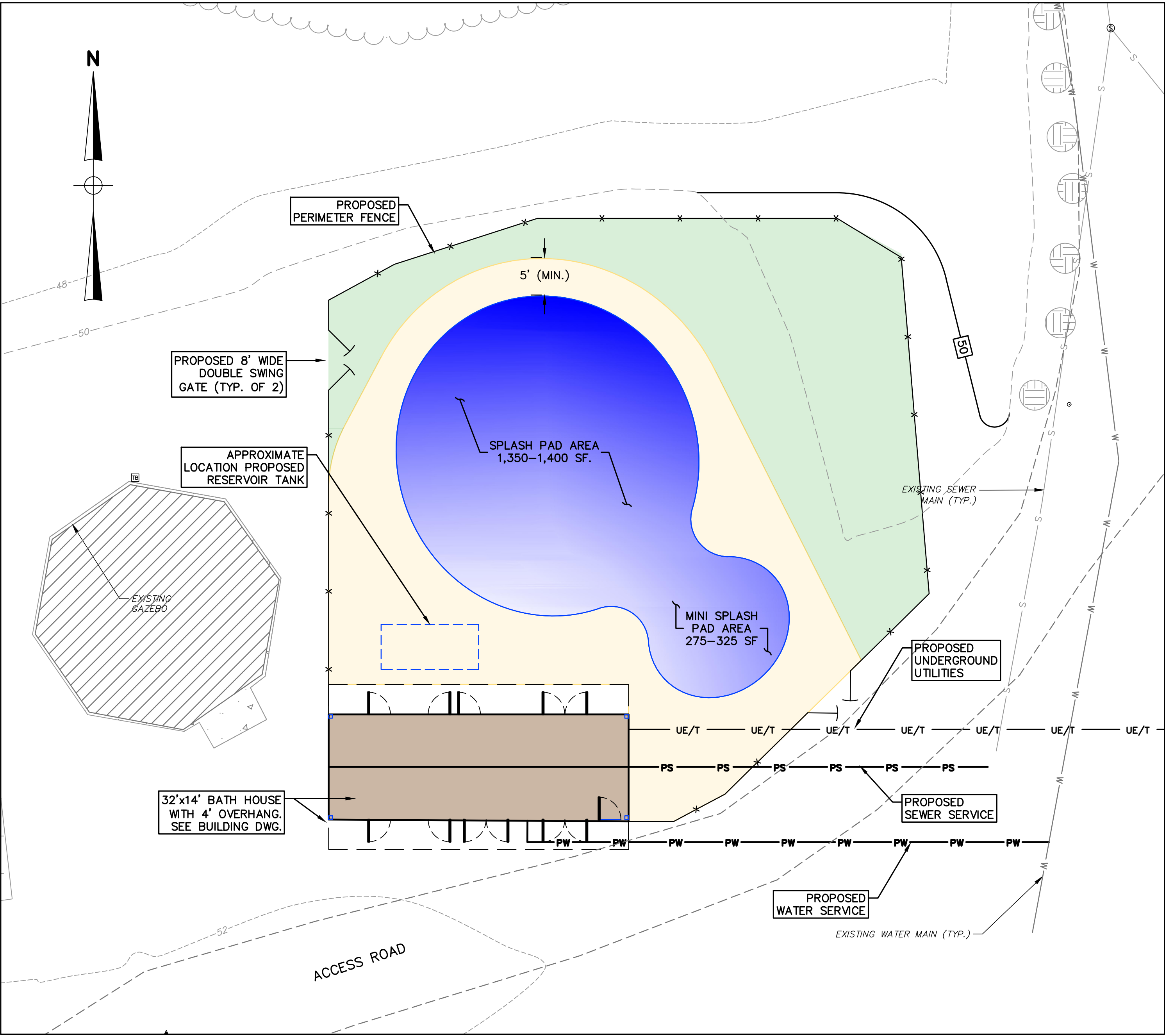


BUILDING PLAN
SCALE: 1/4"=1'-0"

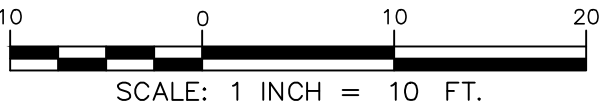


FENCE DEPICTION
NOT TO SCALE

- SURVEY NOTES:**
1. OWNER OF RECORD:
TAX MAP U4 LOT 42
NEW MARKET SCHOOL DISTRICT
186A MAIN STREET
NEWMARKET, NH 03857
BK: 2712 PG: 2129; BK:1804 PG: 363; BK:778 PG:42; & BK778 PG:43.
 2. THE INTENT OF THIS PLAN IS TO SHOW THE BOUNDARY OF THE SUBJECT PARCEL AND THE IMPROVEMENTS THEREON.
 3. THIS PLAN REPRESENTS EXISTING CONDITIONS, BOUNDARY EVIDENCE, AND MONUMENTATION AS OBSERVED DURING A SURVEY BY THIS OFFICE IN APRIL 2020.
 4. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN THE 1% ANNUAL CHANCE FLOODPLAIN AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR ROCKINGHAM COUNTY, NEW HAMPSHIRE. MAP NUMBER 33015C0320E. EFFECTIVE DATE 5/17/2005.
 5. ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE. THIS OFFICE HAS NOT LOCATED ANY UNDERGROUND UTILITIES. ALWAYS CALL DIG SAFE TO MARK OUT UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION ACTIVITIES.
 6. HORIZONTAL AND VERTICAL DATUM TAKEN FROM STATIC GPS OBSERVATIONS. HORIZONTAL DATUM IS NHSPC NAD 83 & VERTICAL DATUM IS NGVD29.
 7. INTERIOR STONEWALL SHOWN TAKEN FROM REF. PLANS #2 & #3 & DEED DESCRIPTIONS BK:2217 PG: 598. THIS AREA SHOWN ON REF. PLAN #3 AS A 5.7ACRE PARCEL IS SUBJECT TO AN OPEN SPACE DEED RESTRICTION LOCATED IN BK: 2712 PG: 2129.
 8. MONUMENTATION AND PLANS WERE HELD FOR THE RIGHT OF WAY ON SOUTH MAIN STREET.
 9. THIS OFFICE NOTICED A DISTANCE DISCREPANCY BETWEEN REF. PLANS #2 & REF. PLAN #8. THIS OFFICE HELD THE PHYSICAL EVIDENCE AS LOCATED.



SITE PLAN
SCALE: 1"=10'



© COPYRIGHT AT UNDERWOOD ENGINEERS, INC. ALL RIGHTS RESERVED									
SITE PLAN AND FENCE DETAILS									
DWG NO		SPLASH PAD PROJECT							
C1		TOWN OF NEWMARKET							
		NEWMARKET, NEW HAMPSHIRE							
		 UNDERWOOD engineers 25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603-436-6192 Fax. 603-431-4733							
				Drawn/Chk. HAV Designed RUS		△			
				Checked DJM		△			
				Approved DJM		△			
				Date JULY 2020		△			
				Book No.		△			
				Project No. 2538		△			
				Dwg. ID 2538SITE		△			
				Scale AS SHOWN		△			
						NO.		REVISIONS	
								AP'D	





Newmarket Community Splashpad - NH
Version B - 29856

Splashpad
View 1





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

ATTACHMENTS:

Description	Upload Date	Type
Stephen Lyons Application	1/8/2021	Cover Memo



RECEIVED

JAN - 9 2021

TOWN OF NEWMARKET
MANAGERS OFFICE

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

Applicant's Name: Stephen C. Lyons

Address: 11 Moody Point Drive Phone/Cell 508-269-5668

RSA 669:19 Newmarket Registered Voter: ☒ Yes No # of Years as Resident: 4 1/2
RSA 91:2 Are you an American Citizen? ☒ Yes No

Email address: SCLMAN531@gmail.com

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

State what the new term expiration date is: 12/23

Alternate position (3 year term) position applying for -

State what the new term expiration date is: -

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

- Business background in accounting and real estate development.
- Generally thought I would like to get involved with the town not that we are more settled
- Good understanding of need vs fairness for parking for businesses
(need more room, please use the back)

Signature [Signature] Date 1/5/21

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

- Can be objective as no relationships in town with exception of Bryan Kovacs who plows for me in the winter.

- Controller for small real estate developer
- Vested interest in Town of Newmarket as we are significant residential taxpayers



Town Hall
186 Main Street
Newmarket, NH 03857

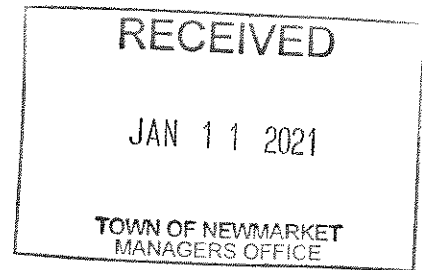
Tel: (603) 659-3617
Fax: (603) 659-8508

Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

ATTACHMENTS:

Description	Upload Date	Type
Al Zink Application	1/15/2021	Cover Memo



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

Applicant's Name: Al Ze

Address: 22 Smith Court Phone/Cell 603 969 2032

RSA 669:19 Newmarket Registered Voter: Yes No # of Years as Resident: 18
RSA 91:2 Are you an American Citizen? Yes No

Email address: AlaZe@DEVELOPMENT.COM

Full membership (3 year term) position applying for ZBA

State what the new term expiration date is: 3/2022

Alternate position (3 year term) position applying for _____

State what the new term expiration date is: _____

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

Town Council, CIP, Budget Com

School Board, Town Clock Com,

Charter Com, Search Com Town

Team and Superintendent

(need more room, please use the back)

Signature Al Ze Date 1/6/21

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



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Newmarket, NH 03857

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Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: January 20, 2021

TITLE: Resolution #2020/2021-28 - Salmon Street Pumping Station Generator Replacement

PREPARED BY: Sean T. Greig Environmental Services Director

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

I recommend passage of this resolution.

BACKGROUND:

The Salmon Street wastewater pumping station has a 40 year old 30 KW generator that powers the station during power outages. The generator was found inoperable and not fixable just before Christmas. The Department rented and installed a 30 KW generator at the station. The cost to rent the generator is \$1,600 per month. I began looking for a replacement generator. I found a used generator with low operating hours, but it would not fit in the building. It was determined that the newer generators would not fit in the existing generator building. So we would need to purchase a generator that is designed to be outside in an enclosure. I contacted two companies that did not have generators in stock, and they were not doing any estimates due to a backlog of work and supplier problems due to COVID. I found a 30 KW outside generator, but it was for single phase application. Our pumps require a generator for three phase power. I finally found a 38 KW generator for \$14,805.00, Delivery \$1,000, 4' x 8' X 4" concrete pad \$1,200, and \$800 start-up for a total of \$17,805.00. Based on past generator purchases, the \$17,805.00 is a good price. A supplier indicated that the earliest that I could have a 30 KW delivered from the factory is the end of April.

Cost for 38 KW Generator \$17,805.00

Cost to order a 30 KW Generator \$16,800 Plus \$6,400-\$8,000 for rental. There is no guarantee the generator would show up at the end of April.

The decision was made to purchase and install the 38 KW generator to save a substantial amount of money from rental costs.

DISCUSSION:

Does the Town Council authorize the funds to come out of the Wastewater Capital Reserves to pay for the 38

KW generator for the Salmon Street wastewater pumping station.

FISCAL IMPACT:

The \$17,805.00 would be coming out of the Wastewater Capital Reserves. The Wastewater Capital Reserve Balance is \$1,782,027.

RECOMMENDATION:

I recommend that the Town Council authorize the withdrawal of \$17,805.00 from the Wastewater Capital Reserve Funds for the Salmon Street generator.

ATTACHMENTS:

Description	Upload Date	Type
Resolution # 2020/2021 - 28 Salmon St Generator	1/13/2021	Cover Memo
Tristate Generator Quote	1/13/2021	Cover Memo

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution 2020/2021-28
Salmon Street Pumping Station Generator Replacement

WHEREAS: the Salmon Street Wastewater Pumping Station 40-year old 30 KW generator was not fixable; and

WHEREAS: the cost to replace the generator is \$17,805.00; and

WHEREAS: the funds are not available in the 2020-2021 fiscal budget; and

WHEREAS: the Sewer Capital Reserve Fund balance is \$1,792,027.

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

The Newmarket Town Council authorizes the withdrawal of \$17,805.00 from the Sewer Capital Reserve Fund for the purchase of a 38 KW generator for the Salmon Street Pumping Station.

First Reading: January 20, 2021

Second Reading: February 3, 2021

Approval: February 3, 2021

VOTING RECORD			
Date of Vote:	YES	NO	ABSTAIN
Vacant			
Councilor Helen Sanders			
Councilor Zachary Dumont			
Councilor Jon Kiper			
Councilor Christian Matthews			
Vice Chair Amy Burns			
Chair Toni Weinstein			
Total Votes:			
Resolution: Does Does Not pass.			

Approved: _____
Toni Weinstein, Chair Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

TriState Generator LLC
 18 Route 27
 Brentwood, NH 03833
 603-734-2650
 office@tristategens.com
 http://tristategens.com/

Estimate



ADDRESS
Sean Greig Town of Newmarket 186 Main St Newmarket, NH 03857 USA

SHIP TO
Sean Greig Town of Newmarket 19 Salmon Street Newmarket, NH 03857 USA

ESTIMATE #	DATE	EXPIRATION DATE
1008	01/12/2021	02/12/2021

SITE NAME

Salmon Street

DATE	DESCRIPTION	QTY	RATE	AMOUNT
01/12/2021	Kohler 38 kW Generator, 120/208, 3 Phase Model #38RCL	1	14,805.00	14,805.00
01/12/2021	Generator Delivery to Site	1	1,000.00	1,000.00
01/12/2021	Custom 4'x8'x4" thick gen pad w/12" sq. opening (with delivery)	1	1,200.00	1,200.00
01/12/2021	Kohler Factory Start Up	1	800.00	800.00

Gas and Electrical by others.

TOTAL

\$17,805.00

Accepted By

Accepted Date



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: January 20, 2021

TITLE: Resolution #2020/2021-29 - 77 Hersey Lane Road 320' Road Upgrade to Class V

PREPARED BY: Steve Fournier, Town Manager

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

I recommend passage of this resolution

BACKGROUND:

77 Hersey Lane, LLC c/o Walter Cheney/Chinburg Builders Inc. applied to the Planning Board to create an 11 unit residential open space subdivision on a Class VI portion of Hersey Lane. Class VI roads are public roads a municipality does not have the obligation to maintain. The Planning Board approved the subdivision with the stipulation that they applicant receive permission from the Town to upgrade the road to Class V standards.

DISCUSSION:

Before the Town Council tonight is a resolution asking the Town Council for permission to reclassify that portion of Hersey Lane as Class V. The applicant will cover all costs to bring a 320 foot portion of Hersey Road up to Class V standards and the Town will not accept the road until such time as we approve it.

FISCAL IMPACT:

There will be minimal cost to the town until we begin to maintain it in the future.

RECOMMENDATION:

I recommend passage.

ATTACHMENTS:

Description	Upload Date	Type
Resolution #2020/2021-29 - 77 Hersey Lane Road Upgrade	1/14/2021	Cover Memo
Notice of Decision	1/14/2021	Backup Material
Plans	1/14/2021	Backup Material

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

RESOLUTION #2020/2021-28

AUTHORIZATON TO PERMIT 77 HERSEY LANE, LLC AND WALTER CHENEY/CHINBURG BUILDERS INC. TO UPGRADE TO CLASS V ROAD STATUS A 320 FOOT PORTION OF HERSEY LANE FROM ITS PRESENT CLASS VI ROAD STATUS.

WHEREAS: 77 Hersey Lane, LLC, received a conditional approval from the Newmarket Planning Board on December 22, 2020 for an 11-unit Residential Open Space Development Subdivision on a 12.8 acre lot identified as Map 4, Lot 3, that is adjacent to a portion of a Class VI road known as Hersey Lane.

WHEREAS: one of the Planning Board's conditions of approval specified that "the applicant shall seek and obtain approval from the Newmarket Town Council to upgrade a portion of the Class VI highway of Hersey Lane and reclassify it to a Class V classification in accordance with the approved plans, RSA 674:41 and other applicable statutes so as to provide suitable access and legal frontage for the proposed open space residential development."

WHEREAS: the Town Council, as the Town's governing body, has the authority to authorize the upgrading and reclassification of this portion of Hersey Lane from a Class VI roadway to a Class V roadway under Section 3.13 of the Town Charter, and RSA 231:22-a, I.

WHEREAS: sheet 6 of the approved 77 Hersey Lane, LLC Residential Open Space Development Subdivision plan depicts the improvements that will be made by the applicant to upgrade the Class VI portion of Hersey Lane, which is 320 feet in length from the intersection of Durell Lane and the existing Class V portion of Hersey Lane.

NOW, THEREFORE LET IT BE RESOLVED BY THE NEWMARKET TOWN COUNCIL, that the Town Council approves the upgrading by 77 Hersey Road, LLC and Walter Cheney/Chinburg Builders of the 320 foot portion of the Class VI portion of Hersey Lane, as depicted on the above-referenced subdivision approval granted by the Planning Board, to Class V roadway status. The upgrading construction of this portion of Hersey Lane shall be performed as depicted on the plan, consistent with the Town's roadway

construction standards, and shall be inspected by the Town's inspectors at the applicant's expense consistent with standard road construction inspection practices.

The upgraded portion of Hersey Lane shall not become a roadway for which the Town assumes maintenance and repair responsibilities until the Town accepts the roadway as a Class V public road following its practices for construction inspection, roadway maintenance bonding and roadway acceptance.

First Reading: *January 20, 2021*

Second Reading: *February 3, 2021*

Approval: *February 3, 2021*

VOTING RECORD			
Date of Vote:	YES	NO	ABSTAIN
Councilor Dumont			
Councilor Sanders			
Councilor Blackstone			
Councilor Brabec			
Councilor Kiper			
Vice Chair Burns			
Chair Weinstein			
Total Votes:			
Resolution: Does Does Not pass.			

Approved: _____
Toni Weinstein, Chair Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

December 30, 2020

77 Hersey Lane, LLC
c/o Walter Cheney/Chinburg Builders Inc.
76 Exeter Road
Newmarket, NH 03857

Re: Application of Walter Cheney/Chinburg Builders, Inc. for a
Residential Open Space Subdivision on a 12.8 acre lot Hersey
Lane, Tax Map R4, Lot 3, R2 Zone.
Newmarket, NH 03857

Dear Mr. Cheney and Chinburg Builders, Inc.

Please be advised at its meeting on December 22, 2020, the Newmarket Planning Board conditionally approved your application for an 11 unit Residential Open Space Development Subdivision subject to the following Findings of Fact and Conditions:

Findings of Facts: The Technical Review Committee (TRC) of the Newmarket Planning Board has met three times, once in person and twice (virtually through Zoom) due to the pandemic, since January 2020 to review and work through the technical issues associated with this application. At this time, the Technical Review Committee (TRC) and Town Planner are recommending approval this application subject to the following findings of fact and conditions as set forth below:

1. On January 14, 2019, the Newmarket Zoning Board of Adjustment granted two (2) variances to 77 Hersey Lane LLC, to permit duplex residential use in this open space development and to allow a 30 foot separation for any proposed duplexes in the R-2 Zone at this location.
2. The Planning Board approved a Special Use Permit requested by Walter Cheney/Chinburg Builders, Inc. for a Residential Open Space Design Development pursuant to authority granted under Section VI of the Newmarket Zoning Ordinance for

property located at 77 Hersey Lane Tax Map R4, Lot 2 in the R-1 Zone to permit the construction of 11 units, subject to several conditions and final approval of the proposed subdivision by the Newmarket Planning Board, on November 12, 2019.

3. The Planning Board hired Mark West, an environmental consultant and certified wetlands scientist, to assist the Planning Board in the review of waivers to the 100 foot wetland buffer requirements in the Town's subdivision regulations. Following a comprehensive review and consideration of Mr. West's recommendations, a re-design of the concept to minimize wetland impacts, and negotiations with the Technical Review Committee, the waiver to the 100 foot wetland buffer requirements was approved at the September 14, 2020 Planning Board, subject to the attached plan. (See attached.)

4. Following the review of several iterations of the subdivision plans, the plans were provided to the Planning Board office on December 3, 2020 for final review by the Town's engineering consultant, Underwood Engineering. These plans were presented to the Planning Board for review at its meeting on Tuesday, December 8. At this meeting, the Town's engineering consultant provided a letter, dated December 8, 2020, indicating all items had been resolved with the exception of two (2) remaining issues:

(a) Items 4 and 5 regarding Easement Plan which will be addressed by a condition of approval that the plan be modified and approved by Town Planner and Town's Legal Counsel prior to the plan being signed and recorded, as a condition of approval, as stated below.

(b) Item 14 regarding transition between existing Class VI road, the upgraded portion of the Hersey Lane Class VI, and the new proposed road to the open space development. The applicant has submitted a revised road profile which has been reviewed and approved by the Town's engineer who has signed off on this item.

5. The Planning Board reviewed recommendations of the Lamprey River Local Rivers Advisory Committee (LRAC) as presented in its letter, dated November 18, 2020, to the New Hampshire Department of Environmental Services (NH DES) relative to the Developer's Alteration of Terrain (AOT) application. The Planning Board heard testimony from the Developer's, Certified Soil Scientist, and Luke D. Hurley at the meeting on December 8, 2020. The developer's wetlands specialist will be forwarding review comments to the NH Department of Environmental Services for their consideration in response to the letter. The Planning Board elected not to take a position on the request of the Lamprey Rivers Advisory Committee to deny the application. Approval of the Alteration of Terrain (AOT) permit by the NH DES is stated below as a proposed condition of approval.

6. At its meeting on December 8, 2020, the Planning Board granted the following waivers to the Subdivision Regulations related to this application as listed below:

- Section 3.02 (B) (4) – to allow an 11 foot wide road width
- Section 3.02 (B) (5) – to allow an alternative geometric road design for proposed cul-de-sac including super elevated grades
- Section 3.02 (D) (5) – to allow 2:1 grades and guardrail in the vicinity of cul-de sac to reduce down slope impacts
- Section 4.08 – to allow a plan scale of 1"=50' whereas 1"=100' is required.

Conditions of Approval

1. All state, local and federal permits shall be provided prior to plan signing, including the NH DES Alteration of Terrain (AOT) and Sewer Discharge Permit, and the EPA Notice of Intent and SWPPP (Stormwater Pollution Prevention Plan).
2. All easement documents, covenants, and deed restrictions pertaining to open space, drainage structures, and best management practices, including an updated Easement Plan, shall be reviewed and approved by the Town Planner, Public Works Director, and the Town's Legal Counsel. All legal documents related to the Open Space Development, including Articles of Incorporation, Homeowners Association By-Laws, Stormwater Maintenance Agreement, shall be reviewed and approved by the Town's Legal Counsel prior to plan signing and recording of the final plan and legal documents.
3. A Land Stewardship plan, in narrative form, shall be professionally prepared which focuses on the long-term management of the open space as conservation land and addresses items such as measures for correcting potentially destructive measures, such as erosion, a maintenance and operations plan needed to maintain the stability of the resources, the management of woodlands and buffer area landscaping, the preservation of wildlife values, the enhancement of scenic views and the protection of significant mature trees on site.
4. The Developer shall enter into a Developer's Agreement with the Town of Newmarket which includes findings of fact, special conditions, the Town's expectations prior to, during and after construction, and prior to the issuance of building permits, certificates of occupancy, and the requirements for a performance bond;
5. The Developer shall issue a performance bond and/or performance guarantee in an amount and form deemed acceptable by the Town's engineering consultant and legal

counsel to ensure upgrading of the Class VI portion of Hersey Lane, the proposed new roadway and stormwater systems, and all other infrastructure improvements in accordance with the final approved plans.

6. The Developer shall make advance escrow payment to the Town in an amount determined as being acceptable by the Town for construction inspections services to assure proper site construction of roadway, utilities and stormwater systems.
7. The Applicant shall seek and obtain approval from the Newmarket Town Council to upgrade a portion of the Class VI highway of Hersey Lane and reclassify it to a Class V classification in accordance with the approved plans, RSA 674:41 and other applicable statutes so as to provide suitable access and legal frontage for the proposed open space residential development.
8. The Applicant shall clearly label the subdivision plan to be recorded at the Rockingham County Register of Deeds as an Open Space Subdivision Plan for 77 Hersey Lane LLC, and identify the 9.16 acres tract (shown as Tax Map R4, Lot 3) "Proposed Open Space" as Open Space- Conservation Land pursuant to Sec 32-193 Definitions (B) of the Newmarket Zoning Ordinance.
9. Should any site construction occur within the public right of ways of Hersey Lane or Durell Drive so as to interfere with local traffic, the contractor is required to coordinate with the Newmarket Police Department to ensure the flow of traffic is not disrupted or needlessly restricted.
10. Vesting – The Special Use Permit and Subdivision Approval for this Residential Open Space Development shall be deemed to have lapsed twenty four (24) months after the date of the grant of final approval, exclusive of the time required to pursue or await determination of any appeals, unless active and substantial development or building has commenced within said period, as provided by RSA 674:39 and has not been subsequently abandoned and discontinued thereafter.
 - a. This Special Use Permit and Subdivision Approval shall be deemed to have temporary vesting rights, exempting it from all subsequent changes in subdivision regulations, impact fee ordinances and zoning regulations, except those regulations that expressly protect public health standards, for a period of five (5) years after the date of final approval of the plans, provided active and substantial development of the improvements as shown on the approved site plan occurs within 24 months after the date of the final approval; provided the plan is properly recorded in the Rockingham County Registry of Deeds and at the time of approval and recording,

the open space subdivision plan conforms with the regulations that are in effect, and that any performance security that is required by Section 2.5 (3) of this Agreement has been posted with the Town. Temporary vesting shall occur upon completion of the road and infrastructure, with the exception of the final top coat of paving.

b. Pursuant to RSA 674:39 II., once substantial completion of the improvements as shown on the residential open space subdivision plan has occurred in compliance with the approved Special Use Permit and Subdivision plan, the rights of the owner or owner's successor in interest shall permanently vest at the point of 75% complete build-out of the 11 units and no subsequent changes in subdivision plan regulations or zoning ordinances, except impact fees adopted pursuant to RSA 674:21 and 675:2-4, shall operate to affect such improvements.

11. The Applicant shall pay impact fees in accordance with the current Town of Newmarket Impact fee schedule for Schools, Recreation, Water and Wastewater in the following amounts for the 11 units (9 single family units and 1 duplex):

	Schools	Recreation	Wastewater	Water
Single: Fee/Unit	\$ 3,418	\$ 276	\$ 1,226	\$ 737
9 units	\$30,762	\$ 2,484	\$ 11,034	\$ 6,633
Duplex: Fee/Unit	\$ 2,963	\$ 353	\$ 905	\$ 544
2 units	<u>\$ 5,926</u>	<u>\$ 706</u>	<u>\$ 1,810</u>	<u>\$ 1,088</u>
Total	\$ 36,688	\$3,192	\$12,844	\$7,710

The total amount due for impact fees is \$ 60,434.

12. Street name and numbering shall be assigned by the Town's 911 Coordinator prior to the issuance of the building permits for dwelling units within the development.
13. Tax Map and Lot numbers for the individual lots within the subdivision plan shall be reviewed and approved by Town's Assessor's office prior to plan signing and recording.
14. The Applicant's engineer shall provide data input to the PTAPP Database, prior to plan signing, subject to the review and approval of Underwood Engineers.

Notice of Decision for Residential Open Space Subdivision

Page 6 of 6

77 Hersey Lane, Newmarket, NH

December 30, 2020

15. Permanent markers, such as tags, granite posts and/or carsonite markers shall be installed to delineate the boundaries of the “no cut/no disturbance” buffer zone of the wetlands on the approved open space development site plan and the attached. The markers shall be located at least fifty (50) feet apart.

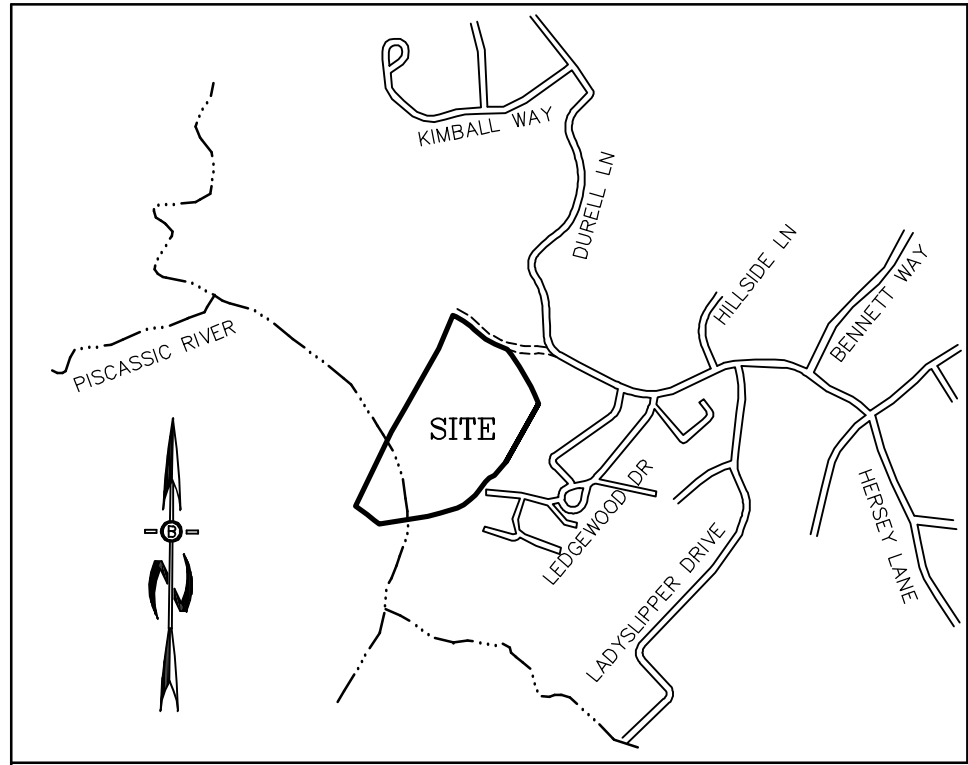
This conditional approval is subject to appeals of the Planning Board’s decision. Pursuant to RSA 77:15, any person aggrieved by any decision of the Planning Board may appeal to Superior Court within 30 days after the date upon which the Planning Board voted to approve or disapprove the application. Please feel free to contact me, should you have any questions regarding this matter.

Sincerely,

A handwritten signature in blue ink that reads "Eric Botterman". The signature is fluid and cursive, with a long horizontal stroke at the end.

Eric Botterman, Chairman
Newmarket Planning Board

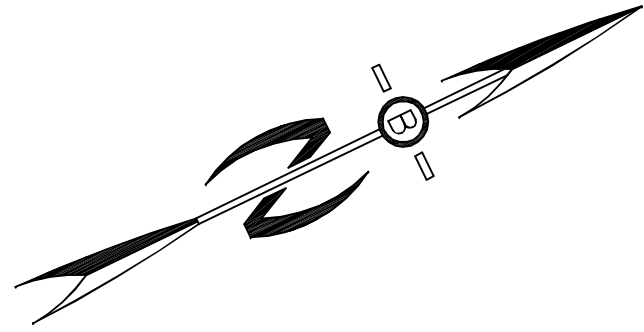
cc. Walter Cheney, Real Estate Advisors
Alexx Monastiero, The Gove Group
Christian Smith, Beals Associates
Paul Kerrigan, Chinburg Builders Inc
Steve Fournier, Town Manager
Newmarket Conservation Commission



LOCATION MAP
SCALE 1"=1000'

OPEN SPACE NOTE
ALL OPEN SPACE LAND TO BE RESTRICTED SHALL
INCLUDE A NOTATION ON THE RECORDED MYLAR
INDICATING THAT "THIS LAND IS DESIGNATED AND
RESTRICTED AS OPEN SPACE IN ACCORDANCE WITH RSA
674 21-A AND SHALL BE ENFORCEABLE BY THE TOWN
OF NEWMARKET"

SLOPES GREATER THAN 25%



ZONE: R2-RESIDENTIAL

DIMENSIONAL REQUIREMENTS: OPEN SPACE

MIN. LOT AREA N/A
MIN. FRONTAGE 25'
MIN. FRONT SETBACK 25' FROM EP
MIN. SIDE/REAR SETBACK 10' (30' SEPERATION)
MAX. BUILDING HEIGHT 35 ft.
MAX. DENSITY 2 UNITS/AC
WETLAND SETBACKS:
POORLY DRAINED 25 ft.
VERY POORLY DRAINED 50 ft.
PRIME WETLAND 75 ft. NO DISTURB
100 ft. NO STRUCTURE
125 ft. NO SEPTIC

PREPARED FOR:

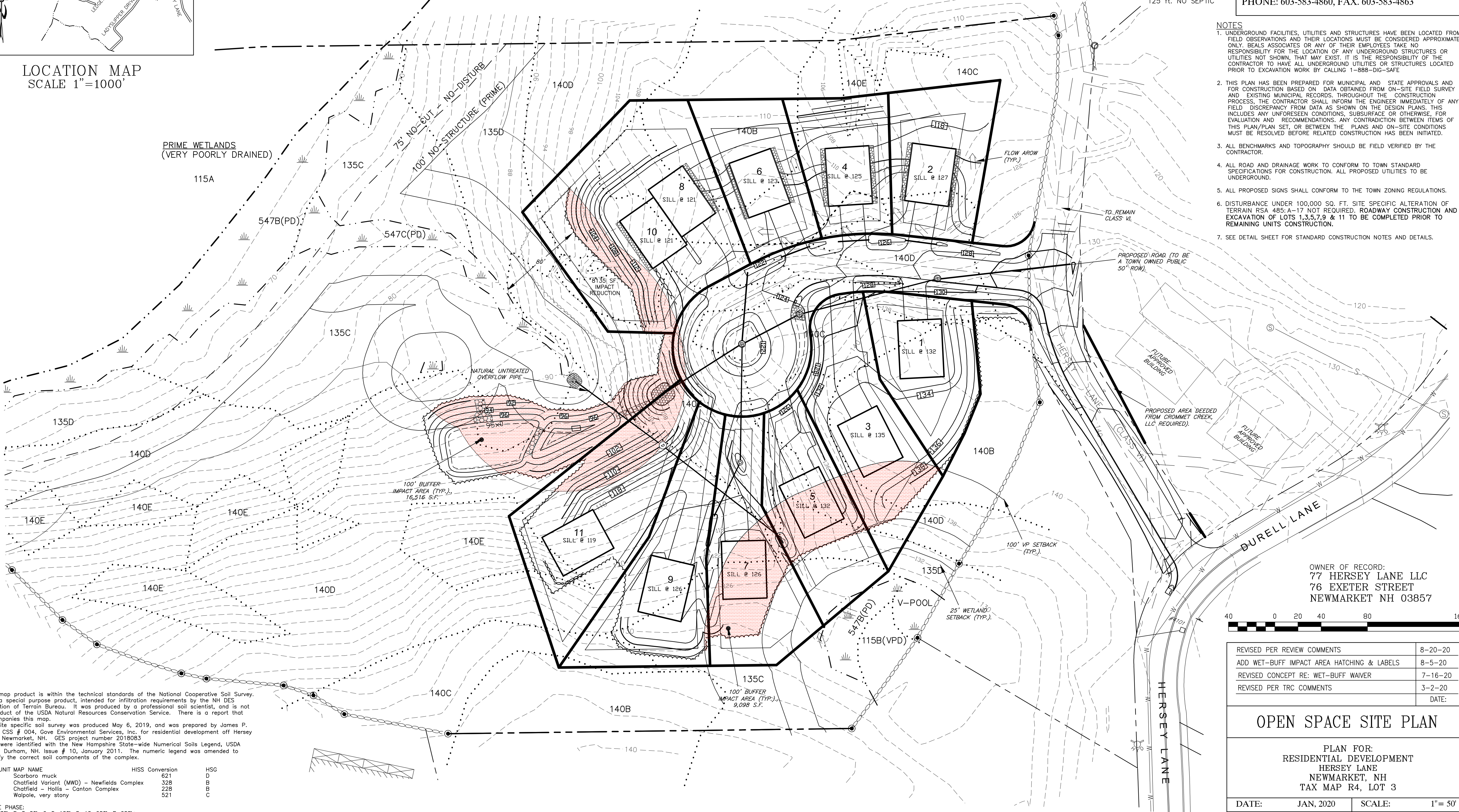
CHINBURG PROPERTIES INC
3 PENSTOCK WAY
NEWMARKET, NH 03857

BEALS ASSOCIATES PLLC

70 PORTSMOUTH AVE, STRATHAM, N.H. 03885
PHONE: 603-583-4860, FAX: 603-583-4863

NOTES

1. UNDERGROUND FACILITIES, UTILITIES AND STRUCTURES HAVE BEEN LOCATED FROM FIELD OBSERVATIONS AND THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. BEALS ASSOCIATES OR ANY OF THEIR EMPLOYEES TAKE NO RESPONSIBILITY FOR THE LOCATION OF ANY UNDERGROUND STRUCTURES OR UTILITIES NOT SHOWN, THAT MAY EXIST. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO HAVE ALL UNDERGROUND UTILITIES OR STRUCTURES LOCATED PRIOR TO EXCAVATION WORK BY CALLING 1-888-DIG-SAFE
2. THIS PLAN HAS BEEN PREPARED FOR MUNICIPAL AND STATE APPROVALS AND FOR CONSTRUCTION BASED ON DATA OBTAINED FROM ON-SITE FIELD SURVEY AND EXISTING MUNICIPAL RECORDS. THROUGHOUT THE CONSTRUCTION PROCESS, THE CONTRACTOR SHALL INFORM THE ENGINEER IMMEDIATELY OF ANY FIELD DISCREPANCY FROM DATA AS SHOWN ON THE DESIGN PLANS. THIS INCLUDES ANY UNFORESEEN CONDITIONS, SUBSURFACE OR OTHERWISE, FOR EVALUATION AND RECOMMENDATIONS. ANY CONTRADICTION BETWEEN ITEMS OF THIS PLAN/PLAN SET, OR BETWEEN THE PLANS AND ON-SITE CONDITIONS MUST BE RESOLVED BEFORE RELATED CONSTRUCTION HAS BEEN INITIATED.
3. ALL BENCHMARKS AND TOPOGRAPHY SHOULD BE FIELD VERIFIED BY THE CONTRACTOR.
4. ALL ROAD AND DRAINAGE WORK TO CONFORM TO TOWN STANDARD SPECIFICATIONS FOR CONSTRUCTION. ALL PROPOSED UTILITIES TO BE UNDERGROUND.
5. ALL PROPOSED SIGNS SHALL CONFORM TO THE TOWN ZONING REGULATIONS.
6. DISTURBANCE UNDER 100,000 SQ. FT. SITE SPECIFIC ALTERATION OF TERRAIN RSA 485-A-17 NOT REQUIRED. ROADWAY CONSTRUCTION AND EXCAVATION OF LOTS 1,3,5,7,9 & 11 TO BE COMPLETED PRIOR TO REMAINING UNITS CONSTRUCTION.
7. SEE DETAIL SHEET FOR STANDARD CONSTRUCTION NOTES AND DETAILS.



OWNER OF RECORD:
77 HERSEY LANE LLC
76 EXETER STREET
NEWMARKET NH 03857



REVISED PER REVIEW COMMENTS	8-20-20
ADD WET-BUFF IMPACT AREA HATCHING & LABELS	8-5-20
REVISED CONCEPT RE: WET-BUFF WAIVER	7-16-20
REVISED PER TRC COMMENTS	3-2-20
DATE:	

OPEN SPACE SITE PLAN

PLAN FOR:
RESIDENTIAL DEVELOPMENT
HERSEY LANE
NEWMARKET, NH
TAX MAP R4, LOT 3

DATE:	JAN, 2020	SCALE:	1"= 50'
PROJ. NO:	NH-1123	SHEET NO.	4 OF 10

This map product is within the technical standards of the National Cooperative Soil Survey. It is a special purpose product, intended for infiltration requirements by the NH DES Alteration of Terrain Bureau. It was produced by a professional soil scientist, and is not a product of the USDA Natural Resources Conservation Service. There is a report that accompanies this map. The site specific soil survey was produced May 6, 2019, and was prepared by James P. Gove, CSS # 004, Gove Environmental Services, Inc. for residential development off Hersey Lane, Newmarket, NH. GES project number 2018083. Soils were identified with the New Hampshire State-wide Numerical Soils Legend, USDA NRCS, Durham, NH. Issue # 10, January 2011. The numeric legend was amended to identify the correct soil components of the complex.

MAP UNIT	MAP NAME	HISS Conversion	HSG
115	Scarboro muck	621	D
135	Chaffield Variant (MWD) - Newfields Complex	328	B
140	Chaffield - Hollis - Canton Complex	228	B
547	Walpole, very stony	521	C

SLOPE PHASE:
A=0-3%, B=3-8%, C=8-15%, D=15-25%, E=25%+



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: January 20, 2021

TITLE: Resolution #2020/2021-30 - Enter into Lease Agreement Multi-purpose Copiers

PREPARED BY: William Tappan, Director of Finance & Administration

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

I recommend passage of this resolution.

BACKGROUND:

During the past year five of the copier's leases have expired. The copiers are currently located in Town Hall (administration and the Town Clerk's office), the Recreation Department, the Department of Public Works, and the Police Department. Rather than have the copier leases renewed piece meal, it was decided that the copiers should be leased as a group once all had expired. By consolidating the copier leases into one, it will be easier to manage relationships and change vendors, if necessary. There are also potential cost efficiencies gained by consolidating the associated consumables. Coincidentally, the Finance Department's copier has been limping along with various elements failing over the past year. As a result, it was decided to replace it as part of the new copier lease agreement.

DISCUSSION:

In order to understand the town's copying and printing volumes, monitoring software was installed on the network and tracked activity over a four-month period. During that time printing and copying data was collected on each networked printing/copying device. From the information gathered, we were able to determine how many black and white and color copies were created from each device, and to establish a monthly average of prints/copies done per month per machine. From that data the difference between the allotted prints/copies and overages was also established.

Three different vendors were then contacted to provide the town with a five-year (60 months) lease for the six machines noted above. Ricoh (the current provider), Formax and Laser America. Each vendor was provided the monitoring data, and they all did walk throughs to see the machines, how they were set up, and to ask questions of department personnel, if needed. Each vendor then submitted a proposal with their recommended machines and associated lease costs, as well as the black and white and color image allotments and overage costs. The vendors also did in person presentations (masked and socially distanced) providing overviews of

their companies, their training, and their support teams and response times.

After carefully reviewing each proposal and comparing them against each other (see analysis attachment), it is important to note that they are essentially comparable in terms of the quality and capability of the copiers recommended, the installation process, methods of conducting training, and support. It is a ceteris paribus (all things being equal) condition aside from cost.

Focusing on costs element of the proposals, Laser America's is the highest for both equipment lease and overages (for black and white and color copies). The reason for this is largely due to its low allotment amounts compared with the Ricoh and Formax proposals. When comparing the Formax and Ricoh proposals, although Formax is \$2.42 less per month than Ricoh, Ricoh's print/copy allotments are higher (decreasing the likelihood of overages) and its overage cost per print are lower. It is often the case that overages are what drive leased copier expenses and since it is anticipated that there will be overages for color prints, Ricoh's cost differential drives its costs below Formax: by \$104.59 monthly, \$1,255.13 annually, and \$6,275.64 over the life of the lease. Given that all other things are essentially equal, cost is the deciding factor and Ricoh's cost is the lowest.

FISCAL IMPACT:

Ricoh USA, Inc.	$\$965.17 + 168.34 = 1,133.51$ (monthly cost)
Formax	$\$962.75 + 275.35 = 1,238.10$ (monthly cost)
American Lazer Services, Inc.	$\$1,064.00 + 359.02 = 1,423.02$ (monthly cost)

RECOMMENDATION:

Based on the cost data analysis, Ricoh's proposal is recommended.

ATTACHMENTS:

Description	Upload Date	Type
Resolution #2020/2021-30 - Copier Lease Agreement	1/15/2021	Cover Memo
Copier Lease Comparison	1/15/2021	Cover Memo



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

Resolution #2020/2021 - 30

Authorize the Town Manager to Enter into a 5-Year Lease Agreement with Ricoh USA, Inc. for the Purpose of Leasing Six Multi-purpose Copy Machines

WHEREAS: the lease agreements for 5 of the 6 current multi-purpose copiers have expired and the 6th is in need of great repair; and

WHEREAS: to consolidate the copier leases into one lease will provide potential cost efficiencies; and

WHEREAS: the Town received the following three (3) bids (plus average overage costs)

Ricoh USA, Inc. $\$965.17 + 168.34 = 1,133.51$ (monthly cost)

Formax $\$962.75 + 275.35 = 1,238.10$ (monthly cost)

American Lazer Services, Inc. $\$1,064.00 + 359.02 = 1,423.02$ (monthly cost)

WHEREAS: Ricoh USA, Inc. is the lowest bidder and our current Service Provider

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

The Director of Finance and Administration recommends entering into a 5-year lease agreement with Ricoh USA, Inc. to provide multi-purpose copiers to the Offices of Town Administration, Town Clerk/Tax Collector, Police Department, Public Works, Recreation and Finance.

First Reading: January 20, 2021

Second Reading: February 3, 2021

Approval: February 3, 2021

VOTING RECORD			
Date of Vote:	YES	NO	ABSTAIN
Councilor Dumont			
Councilor Sanders			
Councilor Blackstone			
Councilor Brabec			
Councilor Kiper			
Vice Chair Burns			
Chair Weinstein			
Total Votes:			
Resolution: Does Does Not pass.			

Approved: _____
Toni Weinstein, Chair Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk

Town of Newmarket
Copier Lease Vendor Proposal Comparison

Copier	Ricoh	Formax	Laser
TH Main Copier	vendor didn't	180.12	365.00
Tax Clerk Copier	break down	43.18	39.00
Police Copier	individual	85.40	137.00
DPW copier	copier costs	101.65	137.00
Recreation		163.38	207.00
Finance Copier		94.02	179.00
Maint. Contract		295.00	
Monthly Total	\$ 965.17	\$ 962.75	\$ 1,064.00
60 Month Total	\$ 57,910.20	\$ 57,765.00	\$ 63,840.00
5 yr diff. from LCB ¹	\$ 145.20	\$ -	\$ 6,075.00
Monthly diff from LCB	\$ 2.42	\$ -	\$ 101.25
Annual diff. from LCB	\$ 29.04	\$ -	\$ 1,215.00

B&W print/copy allotment	17,000.00	15,000.00	3,600.00
Color print/copy allotment	5,500.00	3,500.00	2,750.00
B&W overage charge per copy/print	\$ 0.0044	\$ 0.0080	\$ 0.0075
Color overages per copy/print	\$ 0.048	\$ 0.050	\$ 0.045

	B&W	Color
Avg. monthly overages	13,927.00	9,007.00

	Ricoh	Formax	Laser
Vendor allotment -B&W overages	3,073.00	1,073.00	(10,327.00)
Vendor allotment -Color overages	(3,507.00)	(5,507.00)	(6,257.00)
Monthly overage costs	168.34	275.35	359.02

	Ricoh	Formax	Laser
Est. avg. mthly overage costs	168.34	275.35	359.02
Montly copier lease cost	965.17	962.75	1,064.00
Est. avg. total mthly cost	\$ 1,133.51	\$ 1,238.10	1,423.02
Est. annual cost	\$ 13,602.07	\$ 14,857.20	\$ 17,076.21
Est. lease life cost (60 months)	\$ 68,010.36	\$ 74,286.00	\$ 85,381.05
Difference versus LCB over 60 months	\$ -	\$ 6,275.64	\$ 17,370.69

Note: Ricoh and Formax B&W allotments are greater than the current average overage amount. Therefore, only the color overages will be calculated for a full cost assessment and comparison. Laser's allotments are lower, meaning B&W and color overages are calculated.

¹LCB = Low Cost Bidder (copier lease cost)



Town Hall
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Founded December 15, 1727
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TOWN OF NEWMARKET, NEW HAMPSHIRE