



**Board of Selectmen Agenda and Public Hearing  
Monday, December 20, 2021, at 6:30 P.M.**

**Media Center**

**Raymond High School, 45 Harriman Hill Rd**

*Please Note: The Board of Selectmen may at any time during a public meeting, enter a non-public session to conduct and facilitate town business. The Board of Selectmen will announce the RSA in which the session will be conducted and follow proper protocol under the confines of State Laws.*

**MEETING CALLED TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**MOMENT OF SILENCE:**

**PUBLIC COMMENTS:**

**PUBLIC HEARING:**

The Raymond Board of Selectmen will hold a **Public Hearing on Monday, December 20, 2021, beginning at 6:30 pm at Raymond High School Media Center, 45 Harriman Hill Road, Raymond, NH.** The purpose of the public hearing pursuant to RSA 674:40-a is to take public comment and to consider the acceptance of Sandy Brook Drive (formerly known as Perimeter Road) as a Town road, having the status of a public highway under RSA 229:1. Such road shall be deemed a class V highway, subject to the municipality's duty of regular maintenance as set forth in RSA 231, unless otherwise designated pursuant to statute.

Interested persons are invited to attend and comment on the proposed acceptance. Anyone wishing to submit written comments prior to the hearing should address them to the Raymond Board of Selectmen, 4 Epping Street, Raymond, New Hampshire 03077 and submit them on or before December 19, 2021, by 3:00 p.m.

**AGENDA**

- Lilac Court/Permission to Submit HUD Grant/Mr. Boyson – Board Action
- 2022 Cable Budget
- Annual Report
  - Dedication
  - Documents/Reports
- 2022 Estimated Revenue Budget /Tax Impact Adjustments
- 2022 Warrant Articles Adjustments
  - Warrant Article – ARPA Funds Discussion
  - Warrant Article – SRF Loan Discussion
- 2021 Encumbrances for 2022
- Contracted Snowplow Drivers Stand By-Wage Discussion

**UNANTICIPATED REVENUE/DONATIONS TO THE TOWN:** Fire Department Grant

**CRF's:**

- Future Use/Restoration Assessment
- 2020 One-Time Cyclic – Sanitizer Purchases
- EM Revitalization – Casella:Safety Complex (Torrent Hall) Clean Up
- Revaluation Cost

**APPROVAL OF BOARD MINUTES:**

- 11/29/21 Board Minutes
- 12/13/21 Board Minutes

**OTHER BUSINESS/BOARD ANNOUNCEMENTS:**

- Town Office Closures – December 24 (observance of Christmas Day) and December 31 (Observance of New Year's Day)
- Next Board of Selectmen Meeting is January 10, 2022 @ 6:30 @ Media Center
- Next Budget Committee Public Hearings are January 4 and January 11<sup>th</sup> @ 6:30 @ Media Center

**BOARD CORRESPONDENCE SENT/RECEIVED:**

- Dragon Mosquito Special Permit Application

**CITIZEN QUESTION/ANSWER COMMENTS:** (Per Board Rules of Procedure, please limit comments to 3 minutes each)

**BOARD OF SELECTMEN'S REPORT:**

**NONPUBLIC RSA-91-a:3,II (e) (LITIGATION)**

**NONPUBLIC RSA-91-a:3,II (a) (PERSONNEL)**

**ADJOURNMENT:**

**Posted: December 17, 2021,** Old Fire Station, Town Office; Town's website 24 hours in advance of meeting. **Note:** Board of Selectmen Meetings are broadcast live on Channel 22. If you need audio or visual assistance, call the Selectmen's Office 72 hours prior to the meeting at 603-895-7007.

**Town of Raymond**  
**Board of Selectmen Draft Minutes**  
**Monday November 29, 2021**  
**6:30 p.m.**

**Attendees:**

Scott Campbell  
Kathleen Hoelzel  
George Plante  
Christopher Long  
Lee Weldy

**Staff:**

Paul Hammond, Interim Town Manager  
Deborah Intonti, Exec, Assist.

Chair Plante opened meeting at 6:30 p.m.

**Pledge of Allegiance:** Recited.

**Moment of Silence:** Names read.

**Chairman Plante:** We will be going into a nonpublic.

**Vice Chair Hoelzel:** And I'll make a motion Mr. Chairman to go into nonpublic, under Litigation, seconded by Chairman Plante

**Chairman Plante:** Board was polled; 5 Yes. We will return and we'll open back up to public comment.

**Vice Chair Hoelzel:** Mr Chair, I'll make a motion to seal the minutes of the nonpublic session until we get the litigation is resolved. Second, by Chairman Plante, MOTION CARRIED 5-0-0.

**PUBLIC COMMENT: 6:55 p.m.**

**Trisha Bridgeo:** She passed out some documents to the Board. So, the documents I am giving you I will put up on Raymond Rights page. And if the Town of Raymond wants to put this up for the residents to see. The information that I have just given to the board is in relationship to the Wellhead Protection Program of the Town of Raymond. There's been some discussion between boards. There has been some discussion between the Selectmen, the Planning Board, and the people of the Town. If you look, and I know you can't do this right now, but the dates start in 1992. This is over 30 years that this has been addressed by the Town the Town has had concerns about the water and different ways to protect it. You had a Warrant Article, the 2011. This is the annual report. It shows the vote. This is being brought up because of meetings were having in different boards different discussions about the town's water. It's about PFOA as some people here may know what some of the chemicals are knowing now that the Town is discussing putting something that is not allowed on a wellhead and an aquifer. I think as citizens, we need to be part of the meetings we need to be included in the discussions. This isn't just a matter of individual private rights. This is our community and our neighboring communities that we need to be paying attention to what we're doing with water sources. We have a responsibility. So, one of the things people say is that you know things are done deals or it's already happened, or you haven't paid any attention, I think a lot of people in town, do try to pay attention. But I think a lot of people in town try to respect the fact that we do not every day get in each other's business. So, they take us as boards to be the people who are going to keep them and I'm going to use the word safe. They're hoping to rely on us the knowledge that should be being passed back and forth between the boards, isn't all being passed back and forth. And, the ability to get the information is not there. I started beating this drum last year. And I said, transparency, and I'm sorry for using the word transparency because it isn't transparency. What I want is the ability to get the information and not be told it doesn't exist, not to have to look for five hours, 10

47 hours, 20 hours, a full-time job to get a piece of information. The information is unattainable in some situations.  
48 The other problem is that we chose in infinite wisdom to remove certain department people to remove or not  
49 document and carry on some of our information. It doesn't exist anymore. I don't know if it's in some dark corner.  
50 But we need to get the information. It needs to be transcribed. It needs to be able to be electronically digitized, so  
51 we can see it because some of the information seems to be gone. We must rely now on people who have been  
52 around the board for 10 years, 20 years. That is not the way to keep information. We can't have this an oral history.  
53 We need the documentation and having people having to go look through emails or the library or dusting off shelves  
54 is not helping us. So I'm sitting here as a citizen, but I think the Town, this Board, Planning Board, Zoning Board, we  
55 all need to talk about this. This is important. We cannot fix the water supply once we wreck it.

56 **Selectman Weldy:** I wondered, when will we be able to speak? Because I had similar concerns with what Trisha  
57 Bridgeo just brought up. And I was going to discuss it. Do we want to wait until we go into Citizen Questions, Answers  
58 section or Board Correspondence?

59 **Chairman Plante:** Let's do that.

60 **Gary Brown, Resident:** I would just like to say, if you look at Chapter 485:23 & 24, you will see that it only takes 10  
61 citizens to require the board to investigate this situation. I contacted some friends at the state level that had Pierce  
62 Lasky Ridgerod reached out to me, I know a lot of you folks know who this gentleman is. He had said that it would  
63 probably be better for the Town to handle this. Because you don't want to bring the state in for obvious reasons. If  
64 you bring the state in and you get these people involved, we may never be able to develop again. But he said that  
65 there's two protected waterways of the state. One of them is the Lamprey River, and any tributary that runs into  
66 that river is now a state issue. So I'm just asking you guys to clean this mess up inside the house. Do not bring the  
67 state in because the state pretty much told me if this is true, then they have a right to come in because they control  
68 the protected waterways. So that's just my suggestion because it can get messy quick. I parrot what Trisha Bridgeo  
69 said, you can't find any of this information, and no one will talk to you. You're like a pariah when you get down to  
70 the town hall because they're afraid you're going to bully them and it's ridiculous. You can't get anything out of the  
71 Town, and the boards won't talk to you. So, something's got to be done. You guys get together and clean this thing  
72 up because it won't end well.

73 **Tina Thomas:** I have four things. I'll be very quick. My first question is there was a deadline November 22, 2021,  
74 that a performance guarantee agreement had to be executed between the Town of Raymond and the applicant of  
75 the Mega X application 2021-011; and in bold it states, failure to execute this required agreement will result in plan  
76 approval revocation. So, my question is, we didn't have a Town Manager on November 22nd, did this document  
77 get executed? And if you can't answer it tonight, I've got my RSA 91-A right to know already set. So, when I go back  
78 to my seat, I'll be sending it and getting it that way. But I think that's something the Selectmen should know about.  
79 You have heard from everybody about this. And you've got a condition saying that if this isn't executed, there is no  
80 deal. So, it's been a week since that was done? Haven't heard anything. Haven't seen anything on the website, going  
81 to Planning Board this week to see if they have the answer. But again, I'll do the 91-A request to get the right answer.  
82 I am tired of doing 91 A request. But I'll keep doing it. Which brings me to the next thing. I don't want to do a 91 a  
83 request on this. But I'm concerned about the Bean Tavern. We had a Warrant Article #34 that raised and  
84 appropriated \$260,000. From what I can get out of the backup of the capital reserve trust funds, which one of them  
85 my question, why Control Number, 2021 13 and 2021 14 are the same amount. Even if you paid it out twice, and  
86 you paid out 2021-05, there should be a balance of \$26,142.66. I'd like to know where that money is going. And  
87 again, it's something that I wish you would talk about in public. But I'll 91 and requested again. And I'll get the  
88 information out to the people where you failed. The last thing that I wanted to talk about is Trisha brought it up  
89 about having to dig for information. When our former Town Manager came in, he stopped the process of putting  
90 the ballots and deliberative session in the annual report. I get it, he was trying to save the taxpayers money, less  
91 paper, less printing needed. However, 2018, 2019 and 2020, you can't find the ballots. Again, I have another 91 A

92 request. I'll be requesting those ballots in the morning. I shouldn't have to do that. If I want to sit at home on a  
93 Sunday, I should be able to go to the town website, look up anything I want to see. I don't understand why that's  
94 changed. But I'm asking you to please change it with the next town report, make sure all the pertinent information  
95 is in it. Like Trisha said, we can't be an oral town, we need to have documentation so that when something like  
96 Mega-X comes into this town and wants to take over our town, we can go back in time and read the town reports.  
97 And then the final question is Which Selectmen is the representative to cable? Cable committee? Could you please  
98 bring a message to the next meeting? I received a phone call on Wednesday November 24th, the day before  
99 Thanksgiving, and put on channel 22 myself, and there was music playing over the Board of Selectmen replay from  
100 November 15th. That's not acceptable. There are people in this town that do not have access to the internet, or the  
101 web. And as much as everybody says, go to RCTV.Com; you can watch it on demand. No, there are people that don't  
102 have that access, and they rely on seeing the replays. So, my question that if you would please bring up at that next  
103 meeting. Why did it happen? How did it get fixed? And ensure that it's never going to happen again.

104 **Chairman Plante:** I'm going to close public comments. **7:35p.m.**

105 **POLICE DEPARTMENT VEHICLE PURCHASE:**

106 **Chief Labell:** We are here to discuss the purchase of a new police cruiser. The type of cruiser that we would be  
107 looking to purchase is the same type that you see on patrol now, which is the Ford Explorer SUV, which is the  
108 standard model now for police cars. We have a current cruiser that we refer to as cruiser #409, which recently had  
109 some mechanical issues. We took it to our town highway garage for them to assess for us. And they realize that  
110 some of the issues may be a little bit bigger than what they had the capabilities to handle. We sent it to Auto Fair  
111 Ford in Manchester, which is customary for us, they do a lot of our mechanical work that the town garage can't take  
112 care of for us. And we have an estimate back from them in what they have sent over as an action plan. I do have  
113 copies if members of the board would like it. But the total cost for repairs for that cruiser is \$6,840.69. The reason  
114 why that is concerning to us, is because cruiser #409 is a 2017; and it currently has 160,996 miles on it. It was  
115 customary for us at one point to retire our cruisers out at about 120,000 miles. Under the former Town Manager,  
116 it was requested that we try to stretch that a little bit. So we have tried to stretch that with this cruiser. And we  
117 found that at this point, it is to a point where it needs repairs to a cost that I don't think is beneficial to the town.  
118 Because I don't know that a cruiser with 160,000 miles even with these repairs is going to last very much longer  
119 anyways. So with that said, I have received some quotes from a couple of different Ford dealers. And they are with  
120 within about \$300 of each other. McFarland Ford, which has the state bid, quoted us at \$38,915. And then I checked  
121 with Grappone Ford, and they quoted us \$38,611. And that's at the high point. And what I mean by that is there are  
122 some options that that that they have put into this quote that we may not necessarily need to go with. But that  
123 would be at the high point. What one of those options are just for transparency purposes, it's a package called ready  
124 for the road package, which means the cruiser comes from Ford, already completely outfitted with all the hard  
125 wiring that it needs for all of our emergency equipment that needs to be put into it. I've got a call into the company  
126 that we use, which is called NEVO, New England Vehicle Outfitters to see what their cost would be if I didn't get  
127 that ready for the road package. So what I'm trying to determine is, is it worth it for me to get it all wired from Ford,  
128 or should I get it wired from NEVO when we get the cruiser to them for that. With that said, the other thing that we  
129 do is we take as much of the equipment as possible out of the old cruiser and transition it into the new cruiser, so  
130 that we don't have to have brand new equipment, it just doesn't make sense to do that if the equipment's working  
131 properly. One of the things to keep in the back of our minds, though, is that in 2020, Ford changed its body style for  
132 the SUVs slightly. So everything from the basically the front seats back is a little bit different than what it used to  
133 be. So the partition that we have to protect the officers from the subject in the back, the plastic seats that we have  
134 in the back, those can't transition over, we have to buy those brand new. So what we're seeking what we're looking  
135 to do is to make the purchase of the cruiser, and we will be making this purchase out of what we call the Detail  
136 Fund. The Detail Fund is a revolving fund that was put into place some years ago by the town through a warrant  
137 article. I don't have the exact year for that. But when our officers work a detail there are certain administrative fees

138 that go that a paid for by the company that go into the detail fund. And what this allows us to do is this allows us to  
139 use these funds to make purchases like this. So that there is no cost to the taxpayer. So we have the money that we  
140 need to cover this cruiser purchase, and the outfitting of the cruiser without having to impact the taxpayer at all.  
141 So we are here tonight to explain that to the Board and to answer any questions, and to make sure that we are  
142 good to go. So that we can get ourselves up and running with another cruiser.

143 **Selectman Weldy:** Chief, I know you said it's got 160,000 miles on it. They didn't happen to pull hours on it did they  
144 might chance give you a report.

145 **Chief Labell:** No, I don't have that.

146 **Selectman Weldy:** The miles are a number. That's great if a guy's driving back and forth to Boston every day, but I  
147 know in past practices, you guys were actually cutting down your patrols in trying to stay in a general area. So you  
148 weren't driving up and down whatever street and you know, putting a lot of miles on it. But you might be sitting  
149 hypothetically, you might be sitting down on write street or something. Cruises running in the middle of the winter,  
150 it has hours on it. So if you take the time also, in add into it, that could equate you might have almost 20,000 Miles  
151 operational miles on it on a motor running.

152 **Chief Labell:** I don't have that number for you this evening. I could certainly get that for you.

153 **Selectman Weldy:** Just curious if you had if they if they gave it in their report, how many hours on there, because  
154 we pull hours and miles. But I know you can figure. 160,000 a lot plus your idle time.

155 **Chief Labell:** I can tell you that this particular vehicle, like I said, it's a 2017. And it was one of our frontline cruisers.  
156 So it was getting used almost 24/7. At one point, we have kind of explored some different strategies at the police  
157 department on how we utilize our cruisers. And we've been doing that throughout this year. Historically, what we've  
158 done is the older cruisers would be the frontline cars, we would push those as much as possible. And the newer  
159 cruisers would be there as part of a rotation. What we've done, just to kind of see how it worked was we've done  
160 two different things. We have assigned cruisers to officers, so that each not each officer, but certain groups of  
161 officers drive particular cruisers, and it gets to different cruises on the road more often. And we also explored that  
162 also with different shifts. So we had cruisers assigned to different shifts. And what we found is kind of what has  
163 worked the best. And what we've decided to move forward with is when an officers are assigned to a cruiser,  
164 because it gives them rest time it gives each cruiser rest time. So we're not running the same cruiser for all three  
165 shifts throughout the day. And it also actually helped us with maintenance up to this point. Because, again, the  
166 cruisers aren't being run as frequently throughout the day. And the officers are taking a little bit more pride in the  
167 fact that this particular cruiser is assigned to them, which makes it easier for us for accountability purposes, but  
168 also, they tend to take better care of them as well.

169 **Selectman Weldy:** If this moves forward, how was the asset liquidated?, What would we get on a trade-in?

170 **Chief Labell:** So because of the fact of the mileage and the repairs that it needs, they have offered \$1,500 as a trade  
171 in, I did reach out to them today to see if they would be there was a way that they could increase that I didn't get a  
172 response from them yet. So I'm waiting to hear from that. If that is not the route that we want to go, then we could  
173 certainly go to Gov Deals, which is what we've done in the past.

174 **Chairman Plante:** I think you'd better off to do that. I honestly do.

175 **Chief Labell:** We can certainly do that. That's not an issue. We probably get more than the \$15,000 on Gov Deals.

176 **Selectman Long:** Based on the information set forth. I'd like to make a motion to allow him to move forward with  
177 the purchase of the new vehicle, because it's something that is needed

178 **Selectman Weldy:** seconded, MOTION CARRIED 5-0-0.

179 **Chief Labell:** If I order it now, it is three months out. Which is better than the last time we ordered a cruiser.

180 **TOWN DRAFT WARRANT ARTICLES**

181 **Chairman Plante:** WA #9, Capital Improvements.

182 **Selectman Weldy:** I figured that the chairman would follow with a letter of recommendation. The CIP Committee  
183 was in favor of WA #9. Chairman Plante read the warrant article again.

184 **Vice Chair Hoelzel:** Mr. Chairman, I also would like to add a proposed Warrant Article to go onto the ballot. Shall  
185 the Town of Raymond vote to place the Bean Tavern into Zone F, under the Historic District Commission? they had  
186 a conversation at the historic district meeting, that they would like to place this under the Historic District  
187 Commission,

188 **Chairman Plante:** It was asked by the historic district commission who would decide whether it goes on there. And  
189 that's where this all stemmed from. So it was decided that the legislative body of the town decides if this should be  
190 on the historical district.

191 **Selectman Campbell:** I think we figure out what we're going to do with that building before we put a leash on it.  
192 Because there might be tie ins on that in if we go to sell that. We want to be able to sell it and maximize our tax  
193 benefit on it. And if we're going to have restrictions on there, I don't know what they are. But I'm just saying this,  
194 figure out what we are going to do with it first, whether we're going to sell it to an entity and then put the  
195 restrictions on it where they can only do X number of things so they don't ruin the Bean Tavern.

196 **Chairman Plante:** I'm not sure if that's going to cover the warrant article that we voted on last year; the money was  
197 raised and appropriated to purchase it.

198 **Vice Chair Hoelzel:** However, the town owns it. And if it goes into the historic district, then it is preserved and  
199 whomever would buy it, then must go before the historic district commission before they make alterations.

200 **Selectman Campbell:** I don't agree with that, I think they're going to tie hands. We're going to limit on what we can  
201 do with it, or anybody else can do with it in the future.

202 **Chairman Plante:** I think and it's just my opinion, is that Warrant Article that came about last year was to purchase  
203 it and to preserve it.

204 **Selectman Campbell:** To preserve it from a developer coming in and knocking it down and turn it into an eight-unit  
205 apartment building. That's what would have happened to it if we didn't buy it.

206 **Chairman Plante:** Anyways that was my opinion on how that Warrant Article was written and that's what I get out  
207 of it.

208 **Chairman Plante:** The Warrant Article #9, Capital Improvements was read again.

209 **Selectman Weldy:** Full disclosure I did and was present on the CIP committee, I did vote. It's a 3% increase over  
210 the previous years voted on and recommend voted on amount. So when the votes called I was told that I could re-  
211 vote.

212 **Vice Chair Hoelzel:** I'll make a motion to approve and to move it to the ballot and to move it to the budget  
213 committee in the amount of \$366,010. Seconded by Chairman Plante, MOTION CARRIED 5-0-0.

214 **Chairman Plante:**

215 Warrant Article #15, Waste Disposal Special Revenue Fund; Fund 18. The Town Raymond vote to raise and  
216 appropriate the sum not to exceed \$849,000. For the purpose of administrating the page throw program was set

217 funds to come from the waste disposal special revenue fund, also referred to as fund 18. Should this warrant article  
218 be defeated the town would not be able to continue with the Pay As You Throw program due to the absence of  
219 legislative authority to legally access the funds; \$0 tax impact. We would like to know. Where are we with the Fund  
220 18 as far as what is the balance and how much has been expended from the amount approved by voters in March  
221 2021. That was \$849,000 back then. I think that's what we need. That's all we're looking for was the balance and  
222 what else would they have here what payments for pickup are due before the end of the contract. The Board has  
223 to pick an option.

224 **Stephen Brewer:** I think from what I understand the state law requires every town to provide an option for trash  
225 disposal for residents so not having trash disposal I don't think is legally possible.

226 **Selectman Campbell:** The thing is we haven't got the option on what that means. That means you could put a roster  
227 out there with eight names of companies will come pick up the garbage that's under ever got clarification on that

228 **Stephen Brewer:** That is under option 4 subscription option.

229 **Selectman Campbell:** That was the thing you must give them an option. When I brought up to Joe, I said, why don't  
230 we just give them a list of people you can call up is your option. And then we're out of the trash business and then  
231 we're not getting dinged on the tax side for the taxpayers.

232 **Chairman Plante:** That's option 4; seek private contractor to adopt. This is option would have a private contractor  
233 so in all aspects of program and continue bag sales until the time they wish to migrate to another system. And they  
234 would assume all billing customer support be responsible for establishing program costs and assume losses. This  
235 model provides a least short-term and long-term liability for the town but it is also the least likely to be able to be  
236 executed by a private contractor. The liability here is if the contractor was unsuccessful in sustaining the program  
237 and departed then by RSA, the town would be required to establish contract or method to provide residents with  
238 access to a waste management facility. If the current program satisfies RSA 149-M:17, Town responsibilities and  
239 authority.

240 **Selectman Campbell:** We have trailers down there for recycling at the Casella, our old garbage dump. So we've  
241 retained some kind of land use, there correct. So if we change this to where everybody goes out and gets their own  
242 person it fell through, like that article says, we actually could put a dumpster down there, pay our own tipping fee.  
243 Use the yellow bags, again, in the people that know curbside pickup, but we are providing service, you could put it  
244 in your station wagon, like we always did back in the old days, you drive down to that dumpster, you have a yellow  
245 bag, you throw it in there, and then we pay a tipping fee. And we'll save money on that, because it's cheaper than  
246 waste management. If we've retained that ability to use that piece of the loss. I don't know what the contract says.

247 **Stephen Brewer:** So I think to use the transfer station like that, I think you'd have to get a current permit for  
248 municipal solid waste. I think it's a state permit. Right now, it's permitted for the recycling stuff, not for household  
249 trash. Let me just say this. I'm not sure what you're reading from George. But I get the impression that was written  
250 some time ago. And since then, the RFP was sent out. And I think it was sent out to test the market to see what  
251 different vendors out there would do for us. And the direction that I thought the Board was headed in was more  
252 along that subscription line of thinking. And there were two, they responded, waste management said they would  
253 be interested in discussing it. Pinard said that they would do it and put a table together with some dollars. Trash  
254 busters said that they couldn't commit because it was too difficult. And they had enough business at the moment.  
255 And I think the other one was ELM and they said they're not geared up to do that kind of subscription work. So I've  
256 spoken to Paul, and I was suggesting to him that we put together a working group to work through these details.  
257 I've talked to Keriann Roman (Town Council) and asked her what we needed to do legally to pull together this  
258 subscription program. And she has, provided some guidance regarding how to meet the RSA, make it legal and do  
259 what we need to do. And I've also reached out to waste management to ask them if they would extend the contract

260 that ends at the end of February, a couple of months to give us adequate time to do what we need to do to get this  
261 pulled together appropriately. And they said they would get back to me.

262 **Chairman Plante:** I think you're right by saying that the board was going in that direction. And I think we are but we  
263 also got to remember that with that Warrant Article out Keriann would need to weigh in on that. And she's aware  
264 of that.

265 **Stephen Brewer:** So I think there's two things going on. One is the what is it ballgame, which is what is it after the  
266 current program goes away. And that's a working group I was just talking about. And the second thing is how does  
267 that relate to fund 18? So my understanding on the fund 18 was that the \$849,000 was a worst case scenario. And  
268 that this worst case scenario was I think assuming a program similar to what we've got going on with yellow bags  
269 and buying bags and selling bags and all that the \$849,000 would be the worst case. If we do something subscription  
270 based. And a lot of it is on contractor and less of it is on the town and maybe something much less, so it ends up  
271 authorizing the worst case scenario, I think is what that's all about. So just going It is going to be a transition year,  
272 that's for sure. I think the knowing the balance of fund 18 is something that Julie won't know until she trues up the  
273 books in January. So I think whatever is done on this particular warrant article may need to be tweaked again, once  
274 the working group is figured out, where are we going once Keriann is weighed in and said, here's what we need to  
275 do. And it starts to shape the structure of what the new program is, and when it will start.

276 **Selectman Weldy:** With the RFPs that came forward and what we read, and in the money that were subsidizing  
277 when this letter was sent out, Steve, this was this original transition discussion came forward August 9, 2021. What  
278 we, as taxpayers, are still subsidizing this program, whether we're using it or not. The people who have XYZ company  
279 picking up their seven bags a week, or people who have their own private dumpsters or whatever way they're  
280 disposing of their trash. The long and short of is here says on this, we're still subsidizing up to 9% or more, depending  
281 upon the departure rate. So money comes out of the operation budget, if you have a shortfall, someone's  
282 department's going to have to pay that money. So we do a budget, and whether it's your department, whatever it  
283 is, the Town Manager is going to have to figure out where they're going to come up with the money to pay the  
284 difference if people stopped buying bags. So that puts a liability on the people that don't use a program. I would  
285 really like some input on option 1, about how we can roll that out. Option 1 is complete departure from the program  
286 who privatized the contracts which we allow. Option 4 didn't seem to really work because all the different unknown  
287 variables, how many people they were going to get or whatever. But Trash Busters wasn't willing to commit to do  
288 the whole town. But I know they're in our town picking up trash. I have LCB that's what I have for a dumpster. There  
289 are different people that are in town picking up trash. So to continue to subsidize a program that's not working, it's  
290 broken. And the true fix is, and when you say pay as you throw, you're going to pay whatever you're throwing away.  
291 If you pay for your own privatized contractor.

292 **Chairman Plante:** Technically right now, we are not compliant with a warrant article.

293 **Selectman Weldy:** We are paying. When waste management says, oh, yeah, we had tipping fees that exceeded the  
294 yellow bag, purchase prices of whatever you gave us, the money for you owe us \$65,000, they're going to go and  
295 see the town manager, or the finance person say I need a check for \$65,000. Because it's at \$80 a ton or \$90 a ton  
296 or whatever it is. Everyone had a heavy bag, they were at 34 1/2 pounds and we count at 25 pounds. So you owe  
297 us money. Well, that's going to come out of our budget. So I don't think that that's a true pay as you throw. Not  
298 working.

299 **Selectman Campbell:** We've been saying this. Since I've been on the board.

300 **Chairman Plante:** But the article that we voted on last year we're not compliant with that. Nor would we be  
301 compliant. If we said no, we're not picking up anybody's trash. I think it needs to go back to the to the people to  
302 vote on that.

303 **Selectman Campbell:** Send it back, see what they say.

304 **Selectman Weldy:** You can make it as a one year transition into a full true personal waste disposal. This is the last  
305 year that we're doing the pay as you throw with a subsidized amount or whatever we're going to do, and come  
306 2023 hopefully, you've lined up a vendor to pick up the trash; you're asking waste management to extend the  
307 contract, if they're willing to do it. I don't want to enter into another five- or 10-year contract now, because the  
308 tipping fees are going up, everything's going up. And it's \$849,000 out of fund 18 we keep paying this money for a  
309 program. It's not working.

310 **Stephen Brewer:** Essentially, two things they have under their own fee program they have white goods, you know,  
311 like refrigerators and metals and stuff like that. They take construction demo, all the things that they've always  
312 taken. Recently this summer, they added our household recyclables. If you have a resident sticker, you can take  
313 your recyclables to the transfer station. The recyclables were separate. There was a truck that went for the MSW,  
314 the municipal solid wastes the trash and then there was another truck that was part of the contract circulate to  
315 separate the recycling out so we are paying for a truck to drive around town four days a week to collect trash  
316 another truck to drive around four days a week to collect recyclables. Last year, the recyclable commodities were  
317 very flat. And the cost of getting rid of and disposing of those recyclables was very high. And it was not only were  
318 we paying to drive the truck around, but we were not getting much we're paying through the nose, we were paying  
319 a lot to get rid of the recyclables we did collect. This year, it's flip flopped. If you look at the RFPs that we just got in  
320 there were options in the RFP that said, without recycling, and each one of those options that said without recycling,  
321 currently are more expensive, because the recycling is taken out and it's blended with the trash. It's not separated.  
322 So the profit that they would have made on selling the recyclables would cost us more. So the recyclable market  
323 last year, we were paying somewhere in the order of \$106 a ton. This year, we're like October, I think we're paying  
324 \$8 a ton. So it's been very dramatic. But who knows when it's going to go back up to 106 again, it could be a year  
325 from now it could be three weeks from now it could be 10 years from now. We don't know it's an evolving market.  
326 But we do know that it currently it's doing well and so therefore on fund 18 it will show itself as not costing as much  
327 as the tail end of the year. We are benefiting from the commodities market on recyclables.

328 **Selectman Campbell:** Do we know if our bags sales are up or down or flat? I see more people using individual  
329 companies now, most of the people I know, except that the new developments that people have just moved into  
330 the state, they're using the yellow bag. So that majority the other people seem to be going back to the old days.

331 **Chairman Plante:** I think that would be where our subsidies come in because of that. And that's, I think that's what  
332 option 1 brings and why everybody's afraid of that is because of that. Just the migration, so it's a short-term liability.

333 **Selectman Weldy:** So with the transfer station that Casella has, we have I think this most times have been down  
334 near there four dumpsters. People understand that we pay prorated depending on when you get your permit. I  
335 want to bring down 1000 pounds with cardboard. I'm bringing into the \$36 but I am bringing as much recyclable  
336 stuff I want to put into them bins as I want for that fee. They may take that one container with your yellow trash  
337 bag, but if I want to fill my pickup truck full of recyclable material, and then all of a sudden, they find it's dirty,  
338 recyclable material, now it's a tipping fee for trash. So, if you put in dirty bottles and dirty cans and all that stuff into  
339 your recyclables its now no longer clean, you can't use it. So, they actually take that stuff and it's now household  
340 waste. So, you if you contaminate a load they're not going to throw both won't pick it so if you you're putting in wet  
341 papers and wet cardboard and all that stuff, and they got a dumpster load of it and it's 30,000 pounds 15 tons you're  
342 going to pay a tipping fee at the disposal. But doesn't limit us to how much we can put into those dumpsters for  
343 recyclables permit which means it costs a town money

344 **Vice Chair Hoelzel:** I would like to have a working committee that can evaluate it a little more. And I think that's a  
345 good idea. Because if you put the warrant article in as is you have to follow it specifically. We still have time to  
346 submit it to the budget committee. And I think that working group would be a good idea.

347 **Selectman Weldy:** I want to make a motion to table warrant article 15 for further discussion.

348 **Vice Chair Hoelzel:** Seconded. MOTION CARRIED 5-0-0.

349 **ZBA APPOINTMENTS**

350 **Chairman Plante:** The ZBA currently has a full time opening due to Joe Povilaitis resignation last month we have  
351 two (2) able alternates that are both willing to fill this position. After much conversation last night, it was discovered  
352 that this appointment is solely up to the board of selectmen.

353 **Deborah Intonti:** There's only one seat and you have two candidates. The Board need to decide who you want in  
354 that vacant seat. And I have all the backup information there and all their appointment papers and stuff are already  
355 back there.

356 **Chairman Plante:** Tim Cahill came forward; the Board asked their questions.

357 **Vice Chair Hoelzel:** Tim, have you served on the committee?

358 **Tim Cahill:** I have voted. I have been called as an alternate during a meeting public meeting and voted for the board.

359 **Selectman Weldy:** Joe Povilaitis' term expired in 2024?

360 **Chairman Plante:** Tim, how long you been in town?

361 **Tim Cahill:** I think 17 years, something like that.

362 **Chairman Plante:** You have anything you'd like to add?

363 **Tim Cahill:** People talk about how they've been in town for 30 or 40 years. But my first 22 years of my life was spent  
364 going around the world as a son of an Air Force Colonel. So but I was a resident of New Hampshire while I was  
365 overseas.

366 **Selectman Weldy:** So as he is seated as a current alternate. That means you have met your requirements of the  
367 minimum of three meetings, correct?

368 **Tim Cahill:** I had to meet those requirements to become an alternate.

369 Mr. Smith. came before the Board

370 **Vice Chair Hoelzel:** How long have you served on the ZBA? I think that you, you are an alternate. And have you  
371 served and been seated to vote?

372 **Keith Smith:** Yes. I've been seated a couple times.

373 **Chairman Plante:** How long have you been a resident of Raymond?

374 **Keith Smith:** 35 plus years? Pretty familiar with the history of the town.

375 **Vice Chair Hoelzel:** And have you had any experience other than just sitting in on a few meetings?

376 **Keith Smith:** Throughout the years I have come to board meetings on different topics, if you will and dealt with the  
377 boards. And I've also built several projects in town that I've had to work collaboratively with the former Building  
378 Inspector, Richard Mailhot and Ernie, the former Community Development Director; I learned a lot from them over  
379 the years.

380 **Selectman Weldy:** I was going to say I think totally fitting to ask Tim the same question.

381 **Vice Chair Hoelzel:** Tim, Have you had experience?

382 **Tim Cahill:** Yes, I've ran for other offices. I work with boards all over the state. Yes, I have experience.

383 **Selectman Campbell:** So there's one seat open, we have two people. So one stays as an alternate. It also opens up  
384 another alternate seat.

385 **Vice Chair Hoelzel:** I'll make a motion to appoint Keith Smith as a full-time member of the ZBA. And keep Tim Cahill  
386 as an alternate.

387 **Selectman Campbell:** I'm going to recuse myself because I sit on that board with both of them that I know both of  
388 them very well.

389 **Chairman Plante:** I'll second. MOTION FAILED 2-0-1

390 **Selectman Weldy:** I'll make a motion to appoint Tim Cahill is a permanent ZBA member for the appointment term  
391 expiring 2024; and keep Keith Smith as an alternate.

392 **Selectman Long:** Seconded, MOTION FAILED 2-0-1.

393 **Vice Chair Hoelzel:** I'll make a motion to table the appointment for a full-time member to the ZBA until the next  
394 Board of Selectmen Meeting on 12/20/21.

395 **Selectman Weldy:** One of them at the next meeting will be seated at the zoning board meeting though, to fill the  
396 vacant seat.

397 **Selectman Weldy:** Normally when boards come forward, when there's an open or vacancy, they come forward with  
398 a recommendation for a person to be seated. Where we're at an impasse. These boards have worked with these  
399 people. They could come forward with a recommendation. And at that point, we could vote on a recommendation  
400 is what my I'd make that motion.

401 **Selectman Long:** I will second the motion

402 **Keith Smith:** The ZBA was also at an impasse because of the equal amount of time we both have put forward; so,  
403 they couldn't bring forward a recommendation.

404 **Tim Cahill:** There was an impasse; we flipped a coin and I won. It was brought to the attention that it was against  
405 the RSA and it in the purview of the Board of Selectmen to choose the vacant seat.

406 **Chairman Plante:** I'm going to recant my motion.

407 **Selectman Weldy:** I'll make a motion we appoint Tim Cahill as a seated ZBA appointment member expiring 2024

408 **Selectman Long:** I'll second, MOTION CARRIED 3-0-1

409 **Selectman Campbell:** I'm recusing myself

410 **Selectman Weldy:** Swore in Mr. Cahill to fill the vacant seat for ZBA.

411 **CEMETERY MOWING REVIEW:**

412 **Stephen Brewer:** So it's the last meeting. I think it was Mr. Weldy. Who asked that we follow up with ASAP  
413 Landscape and Design, out of Bow, NH and see how they felt about performing for one year, instead of the multiyear  
414 that they've been on for the amount of money that we had, which was \$19,000 that's was in the 2022 budget. So  
415 they said they would be willing to enter into a contract under those terms using the bid prices that they submitted  
416 and running that out to use the \$19,000. They did point out that their mowing season typically last 21 to 26 weeks  
417 depending on the weather and that the rates that have been stipulated in the bid running out over \$19,000 would  
418 last about 17 weeks. If we start them the week before Memorial Day, so it looks good on Memorial Day. And then

419 we would run it as long as we could with the \$19,000. And that would take them out 17 weeks, which would  
420 generally end up early September, sometime. So they were concerned that what happens after September, I said  
421 you wouldn't be mowing anymore. And they were they were concerned about how the cemeteries might look after  
422 they stopped. And if everybody here is okay with ending it when it ends, and absorbing whatever concerns may be  
423 issued after that, they were okay with proceeding. But they were concerned about, you may need more than 17  
424 mowing efforts. But if you're okay with that, they're okay with that.

425 **Selectman Weldy:** I know we had a unique summer, and we mowed a lot. But I know between September and  
426 October, I mowed once. If it came down to it worst case scenario, Steve, do we have the manpower and equipment  
427 to go out and take care of the cemetery for those one or two events that we couldn't cover under the \$19,000 bid.

428 **Stephen Brewer:** I would say it would be very difficult to do that at that time because the parks group, which is the  
429 one that has the equipment to do it; there's only two guys in that group. They are busy doing the fields for the Fall  
430 sports. So in the past that when the town has done it, they've had high school kids and people do it.

431 **Selectman Weldy:** So if we have the parks doing the fields when the equipment's available. Why couldn't we put a  
432 Public Works employee to mow the cemeteries, when the mowers are being used?

433 **Stephen Brewer:** You could. I understand exactly what you're up to. But when whenever they're doing that, and  
434 when these companies come, they generally spend a day in each cemetery. So we're talking about two days, and  
435 they usually have a crew of three or four doing it. So if we put one guy and a mower in the cemeteries to kind of  
436 keep up with it, he's probably going to be there all week. So it would just be that some other highway element isn't  
437 getting done. So they can go do this. So it is doable. It's always doable. To keep them as cemeteries is looking good.  
438 Something else is going to suffer.

439 **Stephen Brewer:** This mowing is for the New and Old Pine Cemeteries. The parks and building group take care of  
440 all the other satellites amateurs.

441 **Chairman Plante:** The other thing to keep in mind too is there is always Boy Scouts looking for merit badges and  
442 whatnot.

443 **Selectman Weldy:** I would move that we vote to approve the \$19,000 have ASAP Landscape Design, for the sum of  
444 \$19,000 for 17 mowings starting on Memorial Day for one season;

445 **Selectman Campbell:** One season. I'll second that.

446 **Stephen Brewer:** And I would go further and say that if the cemetery sexton or Brian Arnold, Parks Foreman notes  
447 that maybe it doesn't need to get done on a particular week that we skip a week. If it doesn't need it, skip it. There  
448 is some that level of control was always in the RFP and it was always in the contract and so we will exercise that as  
449 well. And we might be at the end of September. It depends on if the summer is hot and dry and the grass isn't  
450 growing. Nobody knows right now what that's going to be.

451 **Chairman Plante:** Seconded. MOTION CARRIED 5-0-0

## 452 **WATER TOWER UPDATE**

453 **Stephen Brewer:** I can give you an update on the water tower evaluation, the engineer has provided a matrix which  
454 I submitted with a memo. I will give you the highlights. They looked at five different sites. It stemmed from  
455 the discussion about having an MOU with a developer on Main Street that was set aside for an exploration of a site  
456 at Flint Hill that the town owned instead. And so they looked at five different sites including two at Flint Hill. So they  
457 looked at Flint Hill and the site that they looked in Flint Hill is what I referred to as the high ground that is located  
458 off Norris Farm Road at the upper end of Flint Hill, because it's the highest elevation that came in at about \$5.4  
459 Million to extend the water line from the existing tank on Route 156; down Route 156 up Norris Farm Road through

460 the woods to the top of the knob. They also looked at other sites that the town also owned. So they looked at land  
461 down near Cammett Field down near the adjacent to the existing water treatment plant, which would be a different  
462 kind of tank would be more like that golf ball, you're seeing an Epping, it would be a pedestal tank. They looked at  
463 that. And that was \$5.7 Million that was more, because of the different type of tank. They looked at a site adjacent  
464 to the high school because it was up at an elevation that was near the high ground at Flint Hill. And that came in at  
465 \$3.8 Million. The wrinkle is they need a 12 inch water main to serve the tower, the storage tower in order to refill  
466 it adequately. The 12-inch main goes up Harriman Hill Road, and then at the driveway of the high school it turns to  
467 an 8-inch. So the water line that was put in to go down to the well, at the high school is an 8-inch line. In this analysis,  
468 they are looking at replacing portion of that 8-inch line with a 12- inch line so that it would serve the tank. So then,  
469 we asked them to look at private land adjacent to the Route 156 tank. They also equated that with any developer  
470 parcel that had an elevation greater than 300 to 310 feet above sea level. So that would cover like that Main Street  
471 site. It would cover the site that big warehouse is looking at off of an industrial and that came in at \$3.5 Million.  
472 That was the least expensive. And a reason one of the reasons why that was one of the least expensive is because  
473 there was cost sharing in the 12-inch line that goes up to serve that because the developer, the existing tank site  
474 any other scenario where you have a public/private partnership, helping out with getting the infrastructure to the  
475 tank was going to make it cheaper. I also asked them to look at the site next to Orchard Street. Orchard Street,  
476 standpipe is sitting on a postage stamp, but the town owns land right beside it. So I said, Can we put it right next to  
477 it, because we have a 12- inch line that's going up to the existing Orchard Street tower. Can we do it there. And they  
478 looked at that, and that came in it \$3.9 Million. So it looked at a range. What it what it told me was that the least  
479 expensive options are those options, where there is a public private/ partnership where you can share the cost. I  
480 also asked them as a sixth option to evaluate an option in Flint Hill, that was at the southern end of Flint Hill, closer  
481 to the portion of Flint Hill that was preserved for commercial industrial use. And that we fed the line from Route 27  
482 up through to hit that southern tip. And they were assuming that there was no public private partnership. And they  
483 said that is another route into the Flint Hill land and it's a lot of overland cut through rock. And they said it's probably  
484 very similar to the other Flint Hill site. But since then, we've had conversations with a developer who is looking at  
485 that land there who may in fact be developing something or putting a proposal together to submit to the Planning  
486 Board to bring a road in and going to bring a water line in. And it could be yet another or I should say, a third  
487 Public/Private Partnership scenario, that might get us down at the \$3.5 Million mark. So they are looking for  
488 guidance. Because we have talked about using the ARPA money to get this thing designed, start building it, and they  
489 are but money has strings attached in terms of identifying what you're going to do, go do it and get it done by 2026.  
490 So it looks like one of these public/ private partnership scenarios with some Memorandum of Agreement, we'll  
491 build this you build that? Well sharing the cost of getting the waterline there is a scenario that would suit us better  
492 in terms of getting the best value. The fact that it sits on Flint Hill, is town owned land. So it wouldn't be an MOU  
493 that gets us the site. It's an MOU that gets us this joint construction to bring access and to bring the waterline to  
494 that.

495 **Selectman Campbell:** So the cheapest one is \$500,000 cheaper than the one up on Orchard Street. I know it's a lot  
496 of money. But it's not that much money to keep yourself from getting tied in with an investor in the benefit is if we  
497 kept it on Orchard Street, now you can fix the downtown roads as we have been waiting for that. If we use that  
498 tower, utilize what we have changed it out, put a new one on there. Now the downtown area gets a revamp, which  
499 I believe we can get on a grant also to do the downtown. I believe there is a grant down there to actually redo some  
500 of those buildings. So we're getting a freebie on that. There's a revitalization program. So we'll get that for the  
501 downtown, which is even greater than the savings that we'll get by doing a partnership with a developer.

502 **Stephen Brewer:** In the grant memo, I paste it in their comments, and they said the main street water improvements  
503 between Orchard Street and Floral Avenue during our work on the storage tank assessment two years ago, the  
504 study they did two years ago, it was noted that the removal of the Orchard Street tank would necessitate a water  
505 main upgrade of 1,200 ft. on Main Street to assist with fire flow. This cost was added to options one through four,

506 all include the removal of the Orchard Street tank, option five, which is the Orchard Street option, results, in a new  
507 tank on the same site which alleviates this need. So that downtown 1,200-foot pipe would not be necessary in that  
508 scenario.

509 **Selectman Campbell:** I would think after all that you've told us me personally, I think because that saves the  
510 downtown now. People that have been complaining about the downtown roads being so bad we've been holding  
511 off to find out what we're going to do. Now we're going to start, you know, banging out a couple projects all at  
512 once. If in the thing is I'm pretty sure there's a grant we can get. So by doing the tower, we get that free revitalization  
513 grant to do a downtown too.

514 **Stephen Brewer:** I'd have to look into that. I do know that that land, that I'm referring to with the high ground next  
515 to the tank, is it backs out onto the backside of the tannery site. So in order to get access to it, drive through the  
516 tannery site, go through the woods up the hill and hit the high ground next to the existing site.

517 **Selectman Campbell:** We own all that stuff of crossing the railroad tracks.

518 **Stephen Brewer:**

519 We own all that. It's a little rough terrain. And they did say that this tank because of its elevation, now it's a little bit  
520 below that 300-foot elevation. So it would be a different kind of a tank. It may be what they referred to as a pencil  
521 tank, which is what the standpipe of Orchard Street is. Remember that we're looking at like 750,000 gallons. And  
522 Orchard Street right now is like 100,000 gallons. So it's going to be seven times the size of Orchard Street. It's going to  
523 be a big tank. You'll see it from downtown.

524 **Selectman Weldy:** So you just said 750,000; originally I thought we were at 600,000 So we were increasing our  
525 capacity?

526 **Stephen Brewer:** I asked that same question. They said their study was always for 750,000. Our other tower is  
527 600,000, the long hill tower.

528 **Selectman Weldy:** So do we need to move action on this tonight?

529 **Stephen Brewer:** No, I just wanted to let you know that they are looking for some direction if there's a consensus  
530 that the Orchard Street site is the place to go.

531 **Chairman Plante:** So this is the 2022 estimated tax impacts for all warrant articles. Chair read the tax impacts. Tax  
532 impacts can be found on the town website under voter information [https://www.raymondnh.gov/voter-](https://www.raymondnh.gov/voter-information)  
533 [information](https://www.raymondnh.gov/voter-information)

534 **Deborah Intonti:** With your permission, I would like to add the estimated tax impacts to the articles and then put  
535 them online. Yes, approved by Board.

536 **Chairman Plante:** unanticipated revenue.

537 **UNANTICIPATED REVENUE TO THE TOWN:**

538 **Deborah Intonti:** This is from Health Trust, return of surplus funds. I just need you to vote to accept it.

539 **Vice Chair Hoelzel:** \$4,184.13 from the Health Trust, I moved to accept the return of surplus funds from the group's  
540 share of Health Trust, fiscal year 2021 in the amount of \$4,184.13.

541 **Selectman Weldy:** Seconded, MOTION CARRIED 5-0-0.

542 **Deborah Intonti:** This is a breakdown of the tax impact? And I'm wondering if it's okay, if I put that on the website  
543 as well. What I'll do is I'll put it underneath. It just kind of it just kind of breaks down the tax rate maybe, you know,  
544 help people understand.

545 **Vice Chair Hoelzel:** I think that's a good idea. I'll make a motion to have the tax rate breakdown placed on the  
546 Website. Board agreed.

547 **PROPERTY TAX WARRANT:**

548 This is the property tax warrant. This is what you signed up each year so that we can go ahead and send out the tax  
549 bills. I do need you to make a vote on that and sign it.

550 **Chairman Plante:** I'll make a motion that we authorize them to put the property tax warrant/send out the tax bills.

551 **Selectman Weldy:** Seconded, MOTION CARRIED 5-0-0

552 The Board signed Paul Hammond's Oath of Office for the Interim Town Manager. He was sworn in earlier this week  
553 by the Town Clerk.

554 **APPROVAL OF BOARD MINTES:**

555 **Selectman Weldy:** I make a motion to accept the approve the minutes of 11/15/21. Seconded by Vice Chair Hoelzel,  
556 MOTION CARRIED 5-0-0.

557 **OTHER BUSINESS AND BOARD ANNOUNCEMENTS.**

558 The Board asked Executive Assistant for 5 copies to be made of the Town Code Book.

559 **BOARD CORRESPONENCE SENT AND RECEIVED:**

560 Correspondence was read for minutes. Letters from Residents, Comcast and Xfinity letters.

561 *G Gott: please read as part of the public minutes at the beginning of the meeting and include this in the meeting*  
562 *minutes. Please consider me for membership on the Selection Committee for Town Manager. I have served on*  
563 *selection committees for both town and school. I am a long-time resident who is and has been an active member of*  
564 *several boards/committees. I am committed to continue working to help Raymond reach its potential. Thank you*  
565 *for your consideration.*

566 *Roberta: I'm writing to submit our choices our choice to the four scenarios being proposed. For a trash recycling*  
567 *program, we only use one bag a week, and sometimes less than fill just one Recycle Bin a week. As seniors over the*  
568 *age of 70. We are not interested in getting a permit and driving to the local transfer station to dispose of recyclables.*  
569 *We also do not feel comfortable in putting our recyclables in with our household trash, which would mean more*  
570 *bags each week. on a fixed income, the backs are still a struggle, but to pay a company monthly for a service that*  
571 *we do not utilize to the fullest is not feasible financially, please consider voting for option one. And keep the program*  
572 *as it is thanks for the opportunity to express our desires. Roberta, Mia BOW and BOW and the other tune for from*  
573 *like Comcast. So if you want to know Comcast and Xfinity*

574 **CITIZENS QUESTIONS, ANSWERS AND COMMENTS:**

575 **Stephen Brewer:** Sandy Brook Drive is located off of Blueberry Hill Road. It was a subdivision that was approved in  
576 2005. And the current developer bought it like in 2017-2018. They began building homes along Blueberry Hill Road  
577 and then they started building homes along what was called Perimeter Road and now it's called Sandy Brook, they  
578 are almost 100% done, the road is 100% done. They would like to have the road accepted by the Town, which is the  
579 way it was approved in 2005. But they we have a little bit of a wrinkle in terms of doing a public notice. So we were  
580 going to we were going to try to do that at this meeting. But we have to do a public notice 14 days ahead. So we

581 won't be able to do it until that is late December meeting wherever that is. And so when I discussed it with George,  
582 he suggested that we extend the winter maintenance authorization that allows the town to plow that road, which  
583 is something that was allowed and expired because it can only do it for three years. So that's over, but we have this  
584 scheduling wrinkle with the public notice on a hearing; George was advocating we extend it for a month and by that  
585 time because of the weather.

586 **Selectman Weldy:** My question instead of giving a winter maintenance agreement, can you use it to authorize it as  
587 an emergency access; a temporary emergency access?

588 **Stephen Brewer:** There was an approval to plow it the same way we did the other roads and that just expired.

589 **Selectman Weldy:** I move that we authorize the DPW to maintain Sandy Brook Drive until such time, January 1,  
590 2022 for emergency access. Seconded by Vice Chair Hoelzel, MOTION CARRIED 5-0-0.

#### 591 **CITIZENS QUESTION AND ANSWERS OR COMMENTS.**

592 **Tina Thomas:** First, I was just reminded, and I remembered I forgot to tell you, but I came before you guys probably  
593 few months ago about Cammett Field sign leaning against the tree. Do you have any intentions of fixing it? Second,  
594 it's funny that you mentioned DPW too busy because I saw them taking care of the Bean Cemetery today. Did DPW  
595 recently acquire an old cruiser? Because there was it looked like an undercover officer down there that vehicle. But  
596 in any case, just things that people see at three o'clock on a Monday.

597 **Stephen Brewer:** The sign is still leaning against the tree. I talked to Brian Arnold about it. Brian has reported that  
598 they are talking about renaming the fields to some extent. So they're talking about putting a new sign up. I will  
599 check with him again. But that's what I had heard. The old cruiser. Yes. That is been handed off to DPW. And they  
600 are using it because we were down in truck. So they are using it to get around and bring more people out to help  
601 clean up the cemetery.

602 **Tina Thomas:** On that note, can we get some labeling like DPW on that cruiser? This evening we saw you appoint  
603 a ZBA member and I'm questioning why that wasn't done in nonpublic. You did it for Bean Tavern and you did it for  
604 the Selectmen. So I'm questioning consistency of the way the board acts. Further Planning Board had somebody  
605 resign in September, and I didn't see that approval come to the board of selectmen? Is it not the board of selectmen  
606 duty to appoint somebody until the next term?

607 Selectman Campbell

608 **Tina Thomas:** Then the other thing that I'd like to know is what's going on with 71 Prescott Road and 129 Langford  
609 Rd. Those are two town owned properties that supposedly sold but they didn't sell somebody ironically put a sign,  
610 there's a house for sale sign pointing to 71 Prescott Road, even though it's not really for sale and that kind of goes  
611 into my 91-a request that I did send to you guys for all the expenses on Bean Tavern. Basically, I thought those two  
612 properties had to sell in order for us to buy the Bean Tavern. So not tonight, but maybe we can have an open  
613 discussion on one of your next agenda items and let the people know what's going on those properties because last  
614 we knew they sold but they didn't sell and they're still sitting blighted.

#### 615 **BOARD OF SELECTMEN'S REPORT:**

616 **Vice Chair Hoelzel:** Budget Committee meets tomorrow night; it's all school, they will be presenting their budget.

617 **Selectman Long:** no comments

618 **Selectman Weldy:** I'd asked if I could speak during this meeting, Trish touched on a couple of things that I was going  
619 to bring up tonight we did have our CIP, which we voted on to approve. In the in the public comments, Tricia brought  
620 up stuff about the development that we're looking at Exit 4. And in the 2011 annual report, the zoning amendments,

621 people voted 564 to 497 to prohibit certain uses on that property. And then if you go into the zoning and planning  
622 on prohibited uses; the following uses are prohibited in the groundwater Conservation District, which this is located  
623 in. Number seven, says the sitting or operation of a petroleum bog plant or terminal, the sitting or operation of  
624 gasoline stations... I am asking the question. I can go out there and sit as a citizen if you want.

625 Undisclosed voice stated: I think you should. Inaudible chatter .....

626 **Selectmen Weldy:** Well, then I can't make my motion.

627 **Chairman Plante:** I gotta recuse myself anyways.

628 **Selectman Weldy:** took a seat away from Board table and continued as a citizen: So she's right. There's a lot of stuff  
629 out there that Green Book, online and my motion tonight was going to be with the wording in the 2011 Warrant  
630 Article I would like to make a motion a cease order on any further development on the Mega X project. You read  
631 this, you follow our wells are you follow our waters, and you follow it to us downstream? Not only are we liable,  
632 but we're liable if we pollute other people's wells and water systems that come off of that water line. So I would  
633 recommend that the board seeks further council or acts accordingly.

634 **Selectman Campbell:** I'd like to make a motion that we do the cease order that you just brought up from the 2011  
635 vote. Seconded by Selectman Long;

636 **Chair Plante,** again recused himself.

637 **Selectman Weldy:** I am back to a Selectman, right? You want to read what I wrote down?

638 **Selectman Campbell:** Well, here I'll let you read it then.

639 **Selectman Weldy:** With the wording of the 2011 Warrant, I'd like to make a motion to order a cease order on any  
640 further development on the Mega X project.

641 **Selectman Campbell:** I'll second, MOTION CARRIED 3-1-0. Vice Chair Hoelzel abstained per legal counsel  
642 recommendations, Chairman Plante recused.

643 **Selectman Weldy:** So our code enforcement officer if I'm correct, we'll have to go down and issue a cease order  
644 based on the vote from the Select Board.

645 **Selectman Campbell:** We're going be putting a new committee together for the Economic Development  
646 Committee, which will be going back under the Board of Selectmen, and we're going to be putting together a  
647 committee. We're working on it right now.

648 **Chair Plante:** Who is we?

649 **Selectman Campbell:** We are, the Selectmen; we're going to start getting people on that board.

650 **Chair Plante:** Good. That's good.

651 **Selectman Campbell:** That way we have oversight on what's going on in Town.

652 **Vice Chair Hoelzel:** Did we authorize that?

653 **Chair Plante:** that is news to me.

654 **Jeffrey Synder:** A couple of subjects I've been curious about. I have friends that own landscaping business and I've  
655 been with them when they've been doing work in contracts and so forth and they lay out a contract and they say,  
656 Hey, I'm doing this contract with you for this many consecutive weeks. And the idea that you bought 17 weeks of  
657 service, within any of their contracts, they're not going to turn around and say, Oh, no, you're going to move this

658 one to the end of the contract, because they're paying their employees that week, you buy that week, and I hear it  
659 being presented, hey, well, how about we skip a week during the middle of service, they don't care if the grass is  
660 dead, they're going to mow it and bill you for it. Because you billed for 17, they contracted for 17 consecutive weeks.  
661 So that's just a caution of mine, that the company that you're dealing with, will they allow you to actually skip? And  
662 is there any type of agreement made there?

663 **Selectman Weldy:** With landscaping, no different snow plowing, you have three weeks of rain, they're not going  
664 to come out and mow in the rain. So then the fourth week, when it's sunny, they're going to come out and mow,  
665 but they're not going to backfill us for the three weeks they couldn't mow? They're authorizing up to 17 mows  
666 through the seasons, that is what we're authorizing. But like I said, if it rains, those three days at those three  
667 consecutive weeks that they're supposed to come out, so they cycle it back around, and we are getting billed for  
668 that week of mowing, no different. And if it doesn't snow, you don't let you have a fixed contract price for a parking  
669 lot for a year.

670 **Jeffrey Snyder:** If you've got that agreement, if it rains, they mow they do what they need to do. And if not, you're  
671 getting billed for it. So that's why I'm asking is how your agreement is with them. And that is my concern is can you  
672 get that week moved down there? Does anybody know that? For sure. Is that agreement made with him for certain?  
673 They'll do that for you.

674 **Stephen Brewer:** Yes, it is. And the reason is, because that is the criteria stipulated in the RFP, that we have that  
675 latitude, and they know it going in.

676 **Jeffrey Snyder:** So now, I'm one of your residents that has two homes in two different cities. And we have waste  
677 management in the other city that I live in also, which is supposed to be one of the most expensive places in the  
678 country. And yet I come here, from the San Francisco Bay area, where waste management and California Rules and  
679 regulations are out of control. I use waste management here. And it cost me more than it does in the San Francisco  
680 Bay Area. And I've just wondered about that, for all the time we've been here is why it's so much more expensive  
681 in Raymond and in New Hampshire, than it is in the San Francisco Bay Area. And I hear things like this tonight, if we  
682 go down to waste management, and you want to turn in refrigerators, air conditioning units, and everything else,  
683 there's a dozen places there that'll pay you for them, and waste management takes them for free. There's no billing  
684 for any of that. Because it's full of precious metals, and right up the block, they're selling all that stuff. But if I go  
685 down to waste management here, they have fees for all of that stuff. The fees of waste management here are  
686 beyond comprehension. And that's one thing that concerns me is that those fees are exorbitant by some of the  
687 worst standards in the country, the San Francisco Bay Area. And then also, another thing that concerns me is that  
688 when you talk about discontinuing service to the citizens because of the cost to the city, and I don't know these  
689 answers at all, but most cities have some contract they made with their citizens where they voted on it 40 years  
690 ago, 60 years ago, how many every years ago and said, We're going to provide this amount of service for you. And  
691 they put it to a vote, and they tax them for it. And then soon they decided, hey, it's too expensive, and they want  
692 to back out of it and save that money and turn it over to a private contractor. But in the process, you have two  
693 things going on. One is that tax money is not being kicked back and returned to the citizen. They're saying, Oh, we're  
694 going to keep that for our general fund. And then the cities that have done that have gotten themselves sued for  
695 not providing a service that had been adopted by the city 40 years or 60 years prior. And that's a concern with what  
696 you're talking about is did you guys have someone way maybe before any of you were even around here, say hey,  
697 we're going to provide that level of service and put it into a contract agreement with the citizens that voted on it.  
698 And now as you take it away, you put yourself in a position of liability. And I don't have that answer. That's just a  
699 question. So that's a thought. Anyway, thank you very much for your time.

700 **Chairman Plante:** I have a historic district commission meeting Thursday. And I also have a Planning Board meeting  
701 Thursday.

702 **Selectman Weldy:** Do we have to go into nonpublic reputation?

703 **Vice Chair Hoelzel:** I'll make a motion to go into nonpublic under 91-a3,II,Reputation.

704 **Selectman Long:** Second. Chairman of Board polled members, 5 Yes.

705

706 Minutes drafted By: *Transcribed by* <https://otter.ai>

707 Deborah Intonti

708 Executive Assistant to the

709 Board of Selectmen and Town Manager

These minutes are in draft form and are on file with Town Clerk Office.
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**Town of Raymond**  
**Board of Selectmen Draft Minutes**  
**Monday December 13, 2021**  
**6:30 p.m.**

**Attendees:**

Scott Campbell  
Kathleen Hoelzel  
George Plante – excused absence  
Christopher Long – via phone @  
Lee Weldy

**Staff:**

Paul Hammond, Interim Town Manager  
Deborah Intonti, Exec, Assist.

Vice Chair Hoelzel opened meeting at 6:30 p.m.

**Pledge of Allegiance:** Recited.

**Vice Chair Hoelzel:** The Chairman will not be here tonight and we have no public input tonight because we're here for a specific work session on the Fund 18 Warrant Article and the Pay as You Throw history so we can make a recommendation and make a decision as to whether to extend the Waste Management Contract and move the warrant article, Fund 18 to final approval by the Board of Selectmen to be able to move it to the Budget Committee tomorrow night.

**Julie Jenks, Finance Director 0:49:** Upon request by the Board and Working Group you will see a history of Fund 18. I did a three-year history. The first page shows the expenses. The top portion that's in green is representing 2019 which is also the year we started with the yellow bags about April. Then the middle section is 2020. And the bottom line is 2021. I broke it out in months. Hopefully trying to generate some sort of pattern. The next page is revenue. Same idea: a three-year plan, our three-year view with the 2021 on the expense and the revenue, the December is in gray. Those figures are just an estimate based on either standard, or revenue like the first one is the rent we receive for the transfer station that the standard set amount so that's not an estimate, but the other ones are just based off history. Just estimate for December, to give an idea of end of year total and then the last page is how many cases are purchased by our retailers. Just to give us an idea that we do want to put a stop to the sale of yellow bags, at least where we're at with our inventory now. How long the current inventory would last us we're guessing probably about April. We don't want to re-order until we know what we are going to do. When we were looking at it, we look at the inventory report to the right the very bottom yellow line shows you where we are at for inventory when I did this, which was released last week. The small bags we have 209 cases in inventory. We told the working group when we met last week that would carry us quite a while based on history. We order once a year just a large bags we have 140 pieces. The minimum order unfortunately 256 cases; the last time we ordered the cost had gone up. Stacey the DPW assistant reached out to bags and boxes who supplies the bags for us; and where our inventory is held that we might want to hold up a little bit before we reorder because the price has gone up; the total \$25,221.12 So if we had to do a reorder of large bags just to carry us through, the minimum would be 256 cases and that's 200 bags per case. And hopefully we could get the same price when we ordered in May which would be around \$25,000.

**Vice Chair Hoelzel 4:33:** I understand that we approached Waste Management for an extension on the contract and they said that they could do that?

**Chief Hammond 5:17:** We did approach them. He passed out the proposed contract extension to the Board members.

52 **Selectman Campbell 5:54** : I am asking to take this call it is Chris Long calling into the meeting could he answer and  
53 put him on speaker phone to be included in the meeting. Please be sure to state your name and if we take any votes,  
54 you are to state your name and state your vote. Chris you are on a microphone.

55  
56 **Vice Chair Hoelzel 6:10**: We are discussing PAYT/Fund 18 revenues. We had asked the interim town manager to  
57 see if we could get an extension on the present contract as the present contract expires in February.

58  
59 **Chief Hammond 7:06**: The extension is the first page I just passed out. Number one, section two term of agreement  
60 the term of this agreement shall be extended for a period of three months from March 1, 2022, including May 31,  
61 2022. Number two section four compensation for the period March 1, 2022, through May 31, 2022, and the ratio be  
62 revised as follows curbside MSW collection \$1,400 per month and SW disposals \$76 per ton curbside single stream  
63 recycling \$20,400 per month I think see exhibits a b and c. I think that answers your question. Would they do it? Yes  
64 they will. Current MSW trash collection is \$21,882.84 per month and \$68 per ton current recycling which is obviously  
65 higher than what he's quoted current recycling collection is \$19,499.64 per month for processing fee. November  
66 rate is \$20.66 per ton. The rates change monthly based community value. for those two figures right there.

67  
68 **Vice Chair Hoelzel 9:08**: I would like to hear what everybody else has to say. I don't think we can solve the whole  
69 waste process by the end of February; I would like to have the new town manager and the new DPW director be  
70 able to look at it.

71  
72 **Selectman Weldy 9:53**: Julie, looking at 2019-2021, you are projecting a positive cash flow for 2021. The current  
73 interim town manager will be working with whatever newly appointed town manager and does that give us enough  
74 time? We are in December you're looking to put someone in a position, and I wouldn't throw this whole thing right  
75 on his/her plate I'd actually have him/her working with Paul and get him/her up to speed on this. I'm saying what  
76 you're talking about getting a new town manager around February and March, Paul is going to have to get him up  
77 to speed; on the extension and I don't think that this is something you can drop right in someone's lap and say hey,  
78 solve this problem today, as we have the town election on March 8th. Having this extension give us time to work on  
79 this and come up with a viable solution for all.

80  
81 **Selectman Campbell 12:14**: So why does our deficit show a gain of \$9,644.06

82  
83 **Julie Jenks, Finance Director 12:20**: Rates went up in July and they will go up again in January 2022. The transfer  
84 permits price went up too so there's that honestly, I would have to go through our expenses line by line. Also, our  
85 expenses for collection had gone up I just think that with the prices going up it drove a little bit of a higher revenue.  
86 And then another thing I think that is worth pointing out is the cost of the transfer station recycling disposal on the  
87 expenses, very bottom line the very last expense had gone up and then decreased -- I guess it's really truly to answer  
88 your question we'd have to rip through every expense line into the activities and then the revenue.

89  
90 **Chief Hammond 15:05**: Even though this contract is coming to its end, we shouldn't hoard the yellow bags, because  
91 there is not going to be a buyback program this time like there was on the green bags. We don't want people rushing  
92 down to their local stores to purchase yellow bags because this is the end of the program.

93  
94 **Julie Jenks, Finance Director 15:53**: The \$849,000 that is in the warrant article, just to clarify, isn't sitting in an  
95 account; that money is raised. The intention is that we have enough user fees/revenue coming in to cover out costs;  
96 we don't have that money sitting in there. The \$849,000 is a number that Joe came up and is the worst-case scenario  
97 for expenses. He just wants to seek approval that worst case scenario we can spend \$849,000 of the revenue that  
98 comes in under this Special Revenue Fund (SRF) every year. So far we have ended our years at zero, we have had to  
99 subsidize. If you look at the expenses where we had the deficit in 2019; the \$53,847.40 That was a subsidy. We were  
100 at a deficit. So that came from the general fund to bring this SRF to a zero balance at the end of the year and 2020  
101 was a \$60,000 deficit. And I'm hoping that we stay in a positive.

102

103 **Chief Hammond 17:11:** I would smize we put in what we are currently paying per month these prices are a little  
104 lower than they proposed for the next three months. It's a tipping fee, the processing that is the unknown that  
105 changes every month is a definitive figure because of it. Other than that, we could just add these numbers up. The  
106 other unknown is the \$76 per ton. We don't know how many tons are generated but if we looked at last year's and  
107 just basically took a monthly average, I think we could come up with an estimated amount.  
108

109 **Selectman Campbell:** what about fuel costs? We are almost double of where we were last year?  
110

111 **Chief Hammond:** didn't seem to affect the pricing from what I can see in these quotes. Surprising.  
112

113 **Vice Chair Hoelzel 18:00:** read the warrant article. Shall the Town of Raymond vote to raise and appropriate the  
114 sum not to exceed **Eight Hundred Forty-Nine Thousand Dollars (\$849,000)** for the purpose of administering the  
115 Pay as You Throw Program with said funds to come from the **Waste Disposal Special Revenue Fund** also referred  
116 to as **Fund 18? Should this Warrant Article be defeated, the Town would not be able to continue with the Pay as**  
117 **You Throw Program due to the absence of legislative authority to legally access the funds.** (Majority Vote  
118 Required). My suggestion/recommendation to keep the amount so we have the funds if needed.

119 **Julie Jenks, Finance Director:**

120 Another thing is that we are also paying for the recycling disposal at the transfer station. So there's just certain  
121 expenses we want to ensure during the year that isn't really associated to the yellow bags.  
122

123 **Selectman Campbell:** I will make a motion to place Warrant Article #15 Waste Disposal Special Revenue Fund/Fund  
124 18 Shall the Town of Raymond vote to raise and appropriate the sum not to exceed **Eight Hundred Forty-Nine**  
125 **Thousand Dollars (\$849,000)** for the purpose of administering the Pay as You Throw Program with said funds to  
126 come from the **Waste Disposal Special Revenue Fund** also referred to as **Fund 18? Should this Warrant Article be**  
127 **defeated, the Town would not be able to continue with the Pay as You Throw Program due to the absence of**  
128 **legislative authority to legally access the funds.** (Majority Vote Required). Seconded by Selectman Long for  
129 discussion. That the vote will take place after the extension goes into place. This contract when we enter into this  
130 on March 1. We will have to authorize the Interim Town Manager to enter into this contract  
131

132 **Vice Chair Hoelzel:** I think we would hold off signing the contract tonight and move the motion to approve and  
133 accept the Fund 18 WA so we can move it to the budget committee; and move the contract signing to our next  
134 January meeting. The Vice Chair took a roll call vote on the motion; Weldy, Y, Campbell Y, Long Y, Hoelzel Y. MOTION  
135 CARRIED 4-0-0.  
136

137 **Unknown Resident Speaking: (no name given)**

138 We understood it was open to the public so we could hear what was going on with the program and what is coming  
139 for the future. Are you able to discuss what any plans?  
140

141 **Vice Chair Hoelzel:** We have several options that are out there and we haven't made any decision? All we know is  
142 that chances are we're going to end this contract to May 31<sup>st</sup>.  
143

144 **Selectman Weldy:** There is a potential that we were discussing, and we will discuss at our January meeting until we  
145 can come up with a plan.  
146

147 **Vice Chair Hoelzel:** We will make sure that people are aware and we will indicate what some of the ideas might be.  
148

149 **Chief Hammond:** Just in a nutshell, we did put out an RFP, four companies responded. We have four different  
150 options and listed the options.  
151  
152

153 **NONPUBLIC RSA 91-a:3,II (a) (PERSONNEL) Entered at 7:03 p.m.**

154 **Selectman Campbell:** made a motion under nonpublic RSA 91-a:3,II Personnel we will adjourn into nonpublic and  
155 we when we return, we will only come out to adjourn. No other business; seconded Selectman Weldy. The Board  
156 was polled Weldy Y, Campbell Y, Long Y, Hoelzel Y.

157  
158 **NONPUBLIC RSA 91-a:3,II (e) (LITIGATION) Entered at 7:05p.m.**

159 Board returned to public session; **Selectman Weldy** motioned to go into nonpublic under RSA 91-a:3,II (e ) Litigation,  
160 seconded by Selectman Campbell; the Board was polled Weldy Y, Campbell Y, Long Y, Hoelzel Y.

161  
162 7:30 p.m.- Board returned to public session announced that the nonpublic personnel were sealed for one year  
163 12/13/2022 and the nonpublic litigation were sealed for three years 12/13/2024.

164  
165 **ADJOURNMENT:** 7:32 p.m.

166  
167  
168 Minutes drafted By: *Transcribed by* <https://otter.ai>  
169 Deborah Intonti  
170 Executive Assistant to the  
171 Board of Selectmen and Town Manager

These minutes are in draft form and are on file with Town Clerk Office.
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172  
173 Attachments: Fund 18 Excel sheets  
174 WM Proposed Extension Contract

<b>2019 Voter Approved Expenditure \$772,000</b>															
Account Description	January	February	March	April	May	June	July	August	September	October	November	December	Year End	REVENUES	Deficit
Solid Waste Collection	38427.75	38,427.75	39,388.44	39,388.44	39,388.44	39,388.44	39,388.44	39,388.44	39,388.44	0.00	39,388.44	78,776.88	\$470,739.90		
Solid Waste Disposal Fee	16230.53	16,960.43	13,067.14	16,052.97	14,179.96	15,259.26	15,446.09	15,428.53	21,636.37	6,517.04	16,097.04	28,921.58	\$195,796.94		
Dues and Subscriptions	0	719.74	0	0	0	0	0	0	0	0	0	0	\$719.74		
Purchase of Trash Bags	6,169.02	4,041.93	3,491.40	7,998.68	2,546.36	2,631.64	4,136.12	4,641.72	2,808.84	2,897.44	2,637.80	-193.30	\$43,807.65		
Purchase of Windshield Permits	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00		
Operating Expenses	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00		
Transfer Station Recycling Disposal	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00		
	<b>\$60,827.30</b>	<b>\$60,149.85</b>	<b>\$55,946.98</b>	<b>\$63,440.09</b>	<b>\$56,114.76</b>	<b>\$57,279.34</b>	<b>\$58,970.65</b>	<b>\$59,458.69</b>	<b>\$63,833.65</b>	<b>\$9,414.48</b>	<b>\$58,123.28</b>	<b>\$107,505.16</b>	<b>\$711,064.23</b>	\$ 623,343.99	<b>-\$53,847.40</b>
<b>2020 Voter Approved Expenditure \$849,000</b>															
Account Description	January	February	March	April	May	June	July	August	September	October	November	December	Year End	REVENUES	Deficit
Solid Waste Collection	0	39,388.44	39,388.44	78,776.88	39,388.44	39,388.44	39,388.44	39,388.44	39,388.44	39,388.44	48,250.83	40,373.15	\$482,508.38		
Solid Waste Disposal Fee	0	15,920.33	20,572.64	23,530.75	15,514.31	14,507.71	17,219.96	6,802.57	14,677.93	22,384.27	14,302.87	19,847.32	\$185,280.66		
Dues and Subscriptions	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00		
Purchase of Trash Bags	3,245.68	2,634.72	5,315.28	3,180.00	2,851.60	5,015.96	2,831.76	3,265.52	3,314.44	2,394.92	4,093.36	4,727.24	\$42,870.48		
Purchase of Windshield Permits	0	0	0	0	0	137.72	115.56	106.06	55.41	66.49	45.91	75.98	\$603.13		
Operating Expenses	0	0	0	121	19.6	0	0	0	0	0	0	0	\$140.60		
Transfer Station Recycling Disposal	0	0	715.38	0	0	250.25	481.25	470.25	954.25	816.75	849.75	2554.75	\$7,092.63		
	<b>\$3,245.68</b>	<b>\$57,943.49</b>	<b>\$65,991.74</b>	<b>\$105,608.63</b>	<b>\$57,773.95</b>	<b>\$59,300.08</b>	<b>\$60,036.97</b>	<b>\$50,032.84</b>	<b>\$58,390.47</b>	<b>\$65,050.87</b>	<b>\$67,542.72</b>	<b>\$67,578.44</b>	<b>\$718,495.88</b>	\$ 658,176.45	<b>-\$60,319.43</b>
<b>2021 Voter Approved Expenditure \$849,000</b>															
Account Description	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date	REVENUES	Deficit
Solid Waste Collection	0	80,746.30	41,382.48	41,382.48	41,382.48	41,382.48	41,382.48	41,382.48	41,382.48	41,382.53	41,382.48	41,382.48	\$494,571.15		
Solid Waste Disposal Fee	6,321.66	19,363.55	12,434.37	12,295.25	10,710.33	10,749.81	9843.09	7,781.53	7,786.67	7,502.46	6,762.55	7,458.30	\$119,009.57		
Dues and Subscriptions	0	0	0	0	0	0	0	0	0	0	0	0.00	\$0.00		
Purchase of Trash Bags	2,266.64	2,052.84	4,740.92	2,492.76	4,589.72	2,617.96	4855.52	2,526.28	2,956.96	4,056.76	4,310.24	3,462.56	\$40,929.16		
Purchase of Windshield Permits	156.72	49.07	94.98	87.07	60.15	50.66	34.83	49.07	39.58	40.80	25.28	38.68	\$726.89		
Operating Expenses	0	0	0	0	0	0	0	0.00	0	0.00	0	0.00	\$0.00		
Transfer Station Recycling Disposal	701.25	704	822.25	654.5	715	1,017.50	1124.75	987.25	519.75	915.75	819.5	810.56	\$9,792.06		
	<b>\$9,446.27</b>	<b>\$102,915.76</b>	<b>\$59,475.00</b>	<b>\$56,912.06</b>	<b>\$57,457.68</b>	<b>\$55,818.41</b>	<b>\$57,240.67</b>	<b>\$52,726.61</b>	<b>\$52,685.44</b>	<b>\$53,898.30</b>	<b>\$53,300.05</b>	<b>\$53,152.58</b>	<b>\$665,028.83</b>	\$ 674,672.89	<b>\$9,644.06</b>

**2019 Revenues**

Account Description	January	February	March	April	May	June	July	August	September	October	November	December	Year End
Casella Proceeds	12056.94	5,503.77	3,023.04	3,176.25	5,500.35	0.00	12,003.09	6,498.45	5,646.66	5,798.97	5,409.39	10,006.53	\$ 74,623.44
Sales of Bags - Town Clerk	276.45	176.60	216.95	1,422.65	585.50	525.25	657.75	255.50	388.00	250.50	637.75	380.00	\$ 5,772.90
Sale of Trash Bags - Waste Zero	46130	28150	27010	-9797.65									\$ 91,492.35
Sale of Recycling Products	169.50	73.00	0.00	139.00	34.00	0.00	51.00	28.50	66.50	83.00	0.00	0.00	\$ 644.50
Sale of Trash Bags - B&B				80792.15	41,018.65	35,700.00	55,750.00	62,100.00	37,800.00	38,000.00	35,200.00	64,450.00	\$ 450,810.80
Transfer from G/F												53,847.40	\$ 53,847.40
													\$ -
	<b>\$58,632.89</b>	<b>\$33,903.37</b>	<b>\$30,249.99</b>	<b>\$75,732.40</b>	<b>\$47,138.50</b>	<b>\$36,225.25</b>	<b>\$68,461.84</b>	<b>\$68,882.45</b>	<b>\$43,901.16</b>	<b>\$44,132.47</b>	<b>\$41,247.14</b>	<b>\$128,683.93</b>	<b>\$ 677,191.39</b>

**2020 Revenues**

Account Description	January	February	March	April	May	June	July	August	September	October	November	December	Year End
Transfer Station Rent			10878	0	10878	0	5439	5439	0	10878	0	16317	\$ 59,829.00
Casella Proceeds	0	0.00	4,384.35	687.98	1,004.19	2,123.76	0.00	2,766.65	1,025.95	1,325.25	0.00	2,836.82	\$ 16,154.95
Sales of Bags - Town Clerk	339.75	230.75	435.50	21.25	117.50	58.75	245.00	212.50	225.00	101.25	202.50	378.75	\$ 2,568.50
Sale of Recycling Products	100.00	0.00	0.00	78.50	0.00	0.00	0.00	118.00	19.00	43.00	0.00	82.50	\$ 441.00
Sale of Trash Bags - B&B	42050.00	35,450.00	70,450.00	42,700.00	38,450.00	66,750.00	38,000.00	44,000.00	44,150.00	32,250.00	43,350.00	75,150.00	\$ 572,750.00
Sales of Windshield Permits						1,791.00	1,248.00	961.00	402.00	345.00	153.00	1,533.00	\$ 6,433.00
Transfer from G/F												60,319.43	\$ 60,319.43
													\$ -
	<b>\$42,489.75</b>	<b>\$35,680.75</b>	<b>\$86,147.85</b>	<b>\$43,487.73</b>	<b>\$50,449.69</b>	<b>\$70,723.51</b>	<b>\$44,932.00</b>	<b>\$53,497.15</b>	<b>\$45,821.95</b>	<b>\$44,942.50</b>	<b>\$43,705.50</b>	<b>\$156,617.50</b>	<b>\$ 718,495.88</b>

**2021 Revenues**

Account Description	January	February	March	April	May	June	July	August	September	October	November	December	Year End
Transfer Station Rent		5,439.00	5,439.00	5,821.00	5,630.00	5,630.00	5,630.00	5,630.00	5,630.00	5,630.00	5,630.00	5,630.00	\$ 61,739.00
Casella Proceeds	1,128.23	899.51	727.69	1,138.71	1,592.49	0.00	2,643.59	0.00	1,211	2,792.62	0.00	1,688.64	\$ 13,822.10
Sales of Bags - Town Clerk	264.5	291.25	175.5	310.25	277.5	372.25	160	336.25	493.75	204	213	412.46	\$ 3,510.71
Sale of Recycling Products		26.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ 26.00
Sale of Trash Bags - B&B	28600	27,050.00	64,350.00	32,550.00	59,850.00	37,100.00	65,350.00	30,750.00	48,267.75	54,660.00	61,560.00	73,383.33	\$ 583,471.08
Sales of Windshield Permits	3,651.00	760.00	1,815.00	1,428.00	865.00	664.00	387.00	445.00	286.00	207.00	96.00	1,500.00	\$ 12,104.00
Transfer from G/F													\$ -
													\$ -
	<b>\$33,644</b>	<b>\$34,465.76</b>	<b>\$72,507.19</b>	<b>\$41,247.96</b>	<b>\$68,214.99</b>	<b>\$43,766.25</b>	<b>\$74,170.59</b>	<b>\$37,161.25</b>	<b>\$55,888.12</b>	<b>\$63,493.62</b>	<b>\$67,499.00</b>	<i>Estimated</i> <b>\$82,614.43</b>	<b>\$674,672.89</b>



AMENDMENT THREE  
SOLID WASTE AND RECYCLABLES  
COLLECTION, TRANSPORTATION AND DISPOSAL  
FOR THE TOWN OF RAYMOND, NEW HAMPSHIRE

An Agreement was made and entered into effective the 1<sup>st</sup> day of March, 2012 by and between the Town of Raymond, New Hampshire (hereinafter "Town") and Waste Management of New Hampshire, Inc., (hereinafter "Contractor").

WHEREAS, the Agreement was subsequently amended in 2013 (Amendment One) and 2016 (Amendment Two); and

WHEREAS, the Town and Contractor are seeking to amend the Agreement to extend the term under conditions acceptable to both parties; and

NOW, THEREFORE, in consideration of the mutual covenants, undertakings and promises set forth herein, the Town and Contractor do hereby covenant, promise and agree as follows:

1. Section 2. Term of Agreement – The term of this Agreement shall be extended for a period of three (3) months from March 1, 2022 to and including May 31, 2022.
  
2. Section 4. Compensation – For the period March 1, 2022 to May 31, 2022 the rates shall be revised as such;

Curbside MSW Collection	\$20,400.00 per month
MSW Disposal	\$76.00 per ton
Curbside Single Stream Recycling	\$20,400.00 per month
Processing	*See Exhibit A,B & C Below

All terms and conditions of the Agreement, except those expressly modified by this Amendment, remain unchanged and in full force and effect.

[Signature Page Follows]

In Witness Thereof, the parties have caused this Amendment to be executed by their respective authorized officers or agents on the date set forth below.

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Paul Hammond, Duly Authorized  
Town of Raymond  
Interim Town Manager

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Chris DeSantis, Duly Authorized  
Waste Management of New Hampshire, Inc.  
President

## EXHIBIT A

### SINGLE STREAM RECYCLING SPECIFICATION, TERMS AND CONDITIONS

#### 1. DEFINITIONS

**"Blended Value" or "BV"** is the total weighted value per Ton of each Recyclable and Non-Recyclable component (including negatively-valued Recyclables and transfer and disposal costs of Non-Recyclables) for the Single Stream Materials delivered by or on behalf of Town to the Designated Facility.

**"Composition Audit"** means the basis upon which Single Stream Materials are measured to determine the percentage of each Recyclable and Residue component.

**"Contractor Fee"** means the compensation per Ton for costs incurred by Contractor to prepare Recyclables for end markets, i.e., those actions necessary to render Recyclables acceptable to end markets and/or designated buyers.

**"Contamination Audit"** means the basis by which Town's Single Stream material are measured to determine the percentage of "Non-Recyclables" present.

**"Town's Value Share"** means the Town's percentage of the Blended Value as set forth herein.

**"Designated Facility" or "Designated Facilities"** means Contractor's operations located Billerica, MA or any replacement therefore which receives Town's Single Stream Materials.

**"Excluded Materials"** means radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, bio-hazardous or toxic substance or material, or regulated medical or hazardous waste as defined by, characterized or listed under applicable federal, state, or local laws or regulations, materials containing information (in hard copy or electronic format, or otherwise) which information is protected or regulated under any local, state or federal privacy or data security laws, including, but not limited to the Health Insurance Portability and Accountability Act of 1996, as amended, or other regulations or ordinances, and/or any other waste not approved in writing by Contractor.

**"Net Value"** means the amount paid to Town by Contractor, or paid to Contractor by Town, after subtracting any charges owed by Town from the Town's value share.

**"Non-Recyclables"** means any materials in the Single Stream Materials that are not Recyclables as set forth in the "Specifications" herein.

**"Receiving Hours"** means the regularly-scheduled hours of operation for the Designated Facility

**"Recyclables"** means acceptable materials contained within the Single Stream Materials as set forth and further defined in "Specifications" herein.

**"Residue"** means the Non-Recyclables and other materials removed from the Single Stream Materials during processing due to their size, type, condition or processing system constraints, and which are disposed of after such processing.

**"Single Stream Materials"** means all Town's materials delivered to Contractor containing Recyclables and Non-Recyclables.

**"Specifications"** means the description of the Single Stream Materials as set forth in Exhibit A.

**"Ton"** means 2,000 pounds.

**"Uncontrollable Circumstances"** means any act of terrorism, act of God, landslides, lightning, forest fires, storms, floods, typhoons, hurricanes, severe weather, freezing, earthquakes, volcanic

eruptions, other natural disasters or the imminent threat of such natural disasters, pandemics, quarantines, civil disturbances, acts of the public enemy, wars, blockades, public riots, labor unrest (e.g., strikes, lockouts, or other labor disturbances), acts of domestic or foreign governments or governmental restraint or other causes, whether of the kind enumerated or otherwise, and whether foreseeable or unforeseeable, that are not reasonably within the control of a party.

## **2. QUANTITY AND QUALITY**

a. During the term of the Agreement, Contractor shall take and Town agrees to provide one hundred percent (100%) of the Single Stream Materials collected by or on behalf of Town. Town shall not discontinue collection of any material listed as a Recyclable, nor divert, retract, or withdraw from the Single Stream Materials any Recyclables listed herein without the express written consent of Contractor. Town shall not allow scavenging of any Recyclables from the Single Stream Materials. Any additions to the listing of acceptable Recyclables listed herein shall be made upon the mutual agreement of Town and Contractor.

b. Town represents and warrants that it shall provide the Single Stream Materials in accordance with the Specifications set forth in herein. Title to Recyclables provided by Town to Contractor is transferred to Contractor upon Contractor's receipt or collection unless otherwise provided in this Agreement or Applicable Law. Title to and liability for Excluded Materials shall remain with Town at all times.

c. Composition Audits may be performed by Contractor at its discretion on Single Stream Materials delivered to the Designated Facility by or on behalf of Town in order to identify the overall material composition and associated Blended Value. For the purposes of the Blended Value, the composition percentages derived from the most recent Composition Audit will be effective after each Composition Audit the month immediately following the most recent Composition Audit.

d. Contamination Audits may be performed by Contractor at its discretion on Single Stream Materials delivered to the Designated Facility by or on behalf of Town in order to identify the overall percentage of "Non-Recyclables" or "Contamination" present. Where the percentage of Non-Recyclables exceeds five (5) percent, the excess Contamination percentages derived from the most recent Contamination Audit will be effective after each Contamination Audit the month immediately following the most recent Contamination Audit and Town shall be subject to an Excess Contamination Charge.

## **3. PRICING/PAYMENTS**

Payments and charges to Town shall be calculated as set forth herein. Contractor shall pay Town (or Town shall pay Contractor) the Net Value of the Single Stream Materials. Where the Net Value is positive, Contractor shall pay Town on or about the last day of the month following delivery for those Single Stream Materials purchased during the preceding month. Where the Net Value is negative, Town shall pay Contractor within 30 days of date of invoice.

## **4. DELIVERIES**

Contractor shall deliver Single Stream Materials at Town's expense to the Designated Facility during Receiving Hours. All Single Stream Materials must be delivered in self-dumping trucks and will be weighed in and out by Contractor at the Designated Facility.

## **5. MATERIALS**

a. If Excluded Materials are delivered to the Facility by or on behalf of Town, Contractor, in its sole discretion, may reject the entire load, or separately contain, set aside, segregate, isolate and manage such Excluded Materials as required by Applicable Law. Town will be notified promptly of the location, general character and amount of such Excluded Materials. If requested by Contractor, Town must remove, or cause to be removed, such Excluded Materials from the Designated Facility and shall transport and dispose of, or shall cause such Excluded Materials to be transported and disposed, in accordance with Applicable Law. If Town fails to timely remove such Excluded Materials after request by Contractor, Contractor may, after notice to Town, transport and dispose of such Excluded Materials and charge the costs thereof to Town.

b. Contractor shall recycle the Recyclables for reuse and, provided that there is a commercially reasonable available market for such material, shall not dispose of any Recyclables, except such Residue left after appropriate processing of the Single Stream Materials. Contractor makes no representations as to the recyclability of the Recyclables and may dispose of such Recyclables when no reasonable commercial market exists.

## **6. PUBLIC EDUCATION AND OUTREACH**

The parties acknowledge that maintenance of the quality of the Single Stream Materials is a requirement of this Agreement, subject to the provisions herein. Town shall use reasonable efforts to inform its residents of the quality requirements hereunder and enforce its standards for the acceptance of Single Stream Materials. Contractor shall provide reasonable assistance to Town in such efforts.

## **7. EFFECT OF MATERIAL CHANGE AFFECTING AGREEMENT**

In the event that a change in Applicable Law or a material change in market conditions occurs, including but not limited to lack of commercially reasonable market availability for processed Recyclables, changes in market specifications affecting the salability of processed Recyclables, changes affecting the recyclability or marketability of Recyclables, changes in the quantity, quality or composition of the Recyclables or Single Stream Materials, (each a "Material Change"), has the effect of materially altering the terms of this Agreement, or preventing or precluding compliance with one or more provisions of this Agreement, or preventing, precluding or substantially affecting the benefit(s) bargained for under this Agreement, including profits of Contractor, this Agreement shall be modified or suspended as may be necessary to comply with, ameliorate, or prevent the detrimental effects on the Agreement of, such Material Change. A Party detrimentally affected by a Material Change shall so notify the other Party and request amendment to this Agreement accordingly, and the Parties shall engage in good faith negotiations for a period of three (3) months after such request regarding such amendments of this Agreement that reflect the extent to which the provisions hereof have been, or should be, so modified or suspended. If a Material Change precludes or reduces any of Contractor's rates or other revenues, or otherwise increases costs to process single stream materials, then the Parties shall modify this Agreement in accordance with this provision in order that Contractor can achieve, on an ongoing basis, profits that existed immediately prior to the Material Change.

## SPECIFICATIONS

**RECYCLABLES** shall be dry, loose, not bagged, and includes the following:

Aluminum food and beverage containers - empty	Glass food and beverage containers - brown, clear, or green - empty
Ferrous (Iron) cans - empty	PET plastic containers with the symbol #1 - with screw tops only - empty
HDPE natural plastic containers with the symbol #2 (milk and water bottles) - empty	HDPE pigmented plastic containers with the symbol #2 (detergent, shampoo bottles, etc.) - empty
Plastics with symbol #5 - empty	Newsprint
Old corrugated containers	Magazines, glossy inserts and pamphlets
Catalogs	Cereal boxes; detergent, gift and snack boxes
Telephone books	Printer paper
Copier paper	Mail
All other office paper without wax liners	

Recyclables may be added or deleted upon mutual consent of the Parties.

**RECYCLABLES do not include the following:**

Bagged materials (even if containing Recyclables)	Microwave trays
Mirrors	Window or auto glass
Light Bulbs	Ceramics
Porcelain	Plastics unnumbered
Plastic bags, expanded polystyrene	Coat hangers
Glass cookware/bakeware	Household items such as cooking pots, toasters, etc.
Flexible packaging and multi-laminated materials	Saturated fiber
Excluded Materials	Fiber containing, or that has been in contact with, food debris
Any recyclable materials, or pieces of recyclable materials, less than 2" in size in any dimension	Materials: (a) that contain chemical or other properties deleterious, or capable of causing material damage, to any part of Contractor's property, its personnel or the public; and/or (b) that may materially impair the strength or the durability of the Contractor's structures or equipment.

### **DELIVERY SPECIFICATIONS:**

Single Stream Materials delivered by or on behalf of Town may not contain more than 5% Non-Recyclables or any Excluded Materials. In the event a load of Single Stream Materials does not meet Specifications, the load may be rejected and/or Town may be charged additional processing, return or disposal costs, including Excess Contamination Charges as set forth herein.

## EXHIBIT B

### **BLENDED VALUE/CHARGES**

#### **1. VALUE SHARE**

Where the Blended Value is greater than the sum of the Contractor (Processing) Fee plus the Transportation Fee (together the "Contractor Fee"), Town's value share is 50% of the difference between the Blended Value and the Contractor Fee. When the Blended Value is less than the Contractor Fee, Town shall pay Contractor the difference between the Contractor Fee and the Blended Value.

#### **2. CHARGES**

- (a) The initial Contractor (Processing) Fee is \$125.00 per delivered ton.
- (b) The initial transportation fee is \$50.00 per delivered ton.
- (c) The initial Residue Fee is \$95.00 per delivered ton.
- (d) The initial Excess Contamination Fee is \$235.00 per ton.

#### **3. BLENDED VALUE**

To calculate the Blended Value per ton of the Single Stream,

- (a) The percentage of each Recyclable and Residue component set forth below contained in the Single Stream Materials as established and revised from time-to-time by the Composition Audits, is multiplied by current value of each commodity set forth below; and
  - (b) Each commodity value per ton is added together to obtain the Blended Value per ton.
- Town acknowledges that the value of a commodity may be negative.

Blended Value is calculated monthly.

- "PPI" means the higher of the prices issued by *RISI PPI Pulp & Paper Week* for the New England Region, Domestic Price, 1st issue of the month retroactive to the first of the month.
- "SMP" means the higher of the price published at [www.SecondaryMaterialsPricing.com](http://www.SecondaryMaterialsPricing.com), for the New York Region, first dated price each month, retroactive to the first of the month.
- If PPI or SMP (or both) is no longer reflective of prevailing market conditions or if an alternative publication more accurately reflects such market conditions, then Contractor may propose to use any such alternative publication(s) or alternate method to determine the value of each commodity set forth below. Town's consent, which shall not be unreasonably withheld, conditioned or delayed, to the use of such alternate publication or method shall be required.
- Notwithstanding anything to the contrary contained herein, if Contractor determines prior

to the 10th of the month, that the anticipated Actual Value for any commodity will be more than 10% lower than the index published for such commodity that month, due to market conditions, Contractor may substitute the anticipated Actual Value as established on or about the 10th of the month for the index value that month.

- "Actual Value" means the average price paid to or charged the Designated Facility during the month of delivery of the Single Stream Materials, minus any freight, customs charges, duties, or other charges paid to third parties for such sales.
- Town shall pay Contractor a charge for each ton of residue delivered ("Residue Fee").
- The initial composition of the Town's Recyclables shall be presumed to be as set forth below and may be adjusted from time to time to reflect either changes in composition at the recycling facility or following the completion of a Composition Audit.

<b>Material Component</b>	<b>Commodity Value</b>	<b>Composition %</b>
OCC (Cardboard)	PPI OCC #11	22.04%
Mixed Paper (All other paper)	PPI MIX Paper #54	38.14%
Aluminum Beverage Cans	SMP for Aluminum Cans (Loose, ¢/lb., dropped off at RC)	0.84%
Steel/Tin Cans	SMP for Steel Cans (Sorted, Densified \$/Ton picked up)	2.84%
PET (Plastic #1)	SMP for PET (baled, ¢/lb. picked up)	4.25%
Natural HDPE (Plastic #2)	SMP for Natural HDPE (baled, ¢/lb. picked up)	0.40%
Colored HDPE (Plastic #2)	SMP for Colored HDPE (baled, ¢/lb. picked up)	1.34%
Tubs and Lids (Plastic#5)	SMP for Plastics PP Post Consumer (baled, ¢/lb. picked up)	0.51%
Glass	Actual Value	24.64%
Residue	Residue Fee	5.00%
Total:		100%

#### 4. EXCESSIVE CONTAMINATION

Contamination Audit. Where a Contamination Audit determines that Town's percentage of Non-Recyclables exceeds five (5%), the total tons used to calculate Blended Value shall be reduced by the amount of excess contamination. Excess contamination shall be charged at the per ton rate specified herein.

By way of example only (if the contamination audit shows 10% contamination):

Blended Value = \$135.06  
 Contractor Fee = \$125  
 Transportation Fee = \$50.00  
 Excess Contamination = 5%  
 Excess Contamination Fee = \$235.00

64 tons delivered in the month

Town Value/Charges =

Value: Blended Value – Contractor and Transportation Fee = (\$135.06 - \$175.00) per ton = \$39.94 charge per ton x 60.80 tons (64 total tons x 95% meeting 5% contamination threshold) = \$2428.35 for the month

Excess Contamination Fee: \$235.00 per ton x 3.2 tons (64 total tons x 5% exceeding the 5% contamination threshold) = \$752.00

Total Charge: \$2428.35 + \$752.00 = \$3180.35 for the month

EXHIBIT C Revenue Share Calculation - Single Stream				
Commodity	Index *	Current Composition %	Market Value/Ton	Values
OCC (Cardboard)	PPI OCC #11	22.06%	\$ 185.00	\$ 40.77
Mixed Paper (All other paper)	PPI Mixed Paper #54	38.14%	\$ 105.00	\$ 40.05
Aluminum Beverage Cans	SMP for Aluminum Cans (Loose, cents/lb. dropped off at RC)	0.84%	\$ 1,380.00	\$ 11.62
Steel/Tin Cans	SMP for Steel Cans (Sorted, baled, \$/ton picked up)	2.04%	\$ 200.00	\$ 8.24
PET (Plastic #1)	SMP for PET (baled, cents/lb. picked up)	4.26%	\$ 500.00	\$ 25.00
Natural HDPE (Plastic #2)	SMP for Natural HDPE (baled, cents/lb. picked up)	0.40%	\$ 2,200.00	\$ 9.11
Colored HDPE (Plastic #2)	SMP for Colored HDPE (baled, cents/lb. picked up)	1.34%	\$ 1,200.00	\$ 16.05
Tubs and Lids (Plastic #5)	SMP for Plastics PP Post Consumer (baled, cents/lb. picked up)	0.51%	\$ 700.00	\$ 3.00
Glass	Actual	24.64%	\$ (64.01)	\$ (15.77)
Residue	Residue Fee	0.00%	\$ (95.00)	\$ (4.75)
<b>Total/Blended Value</b>		<b>100.00%</b>		<b>\$ 135.06</b>
<b>MRF Processing Fee</b>		<b>\$ 125.00</b>		
<b>Transportation and Loading</b>		<b>\$ 60.00</b>		
<b>50% share above Fees</b>				<b>\$ (39.94)</b>

\*Blended Value is Calculated Monthly.

\*PPI means the higher of the prices Issues by RISI Pulp & Paper Index for the New England Region, Domestic Price, 1st issue of the month retroactive to the first of the month.

\*SMP means the higher of the price published at [www.SecondaryMaterialsPricing.com](http://www.SecondaryMaterialsPricing.com) for the New York Region, first dated price each month, retroactive to the first of the month.

\*Actual Value means the average price paid to or charged to the processing facility during the month of delivery, less any freight or other charges paid to third parties.

\*Residue Audits will be conducted periodically. If residue exceeds the 5% threshold, excess residue tonnage will be charged at a rate of \$235.00 per ton.

\*Processing Fee and Residue Fee Value shall increase annually by 4%.

\*When blended value is above the processing fee, Town gets 50% of the difference. When blended value is below the processing fee, Town pays processing fee minus the blended value.

# Required Information for Annual Town Reports

The following information is required by statute to be included in the Annual Town Report. This is not necessarily an exhaustive list, since there is no one repository of statutory requirements for the Annual Town Report:

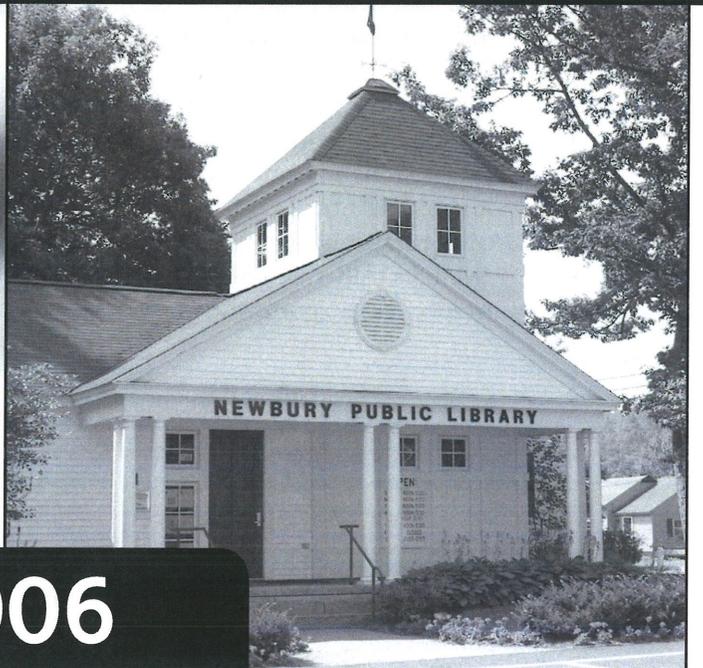
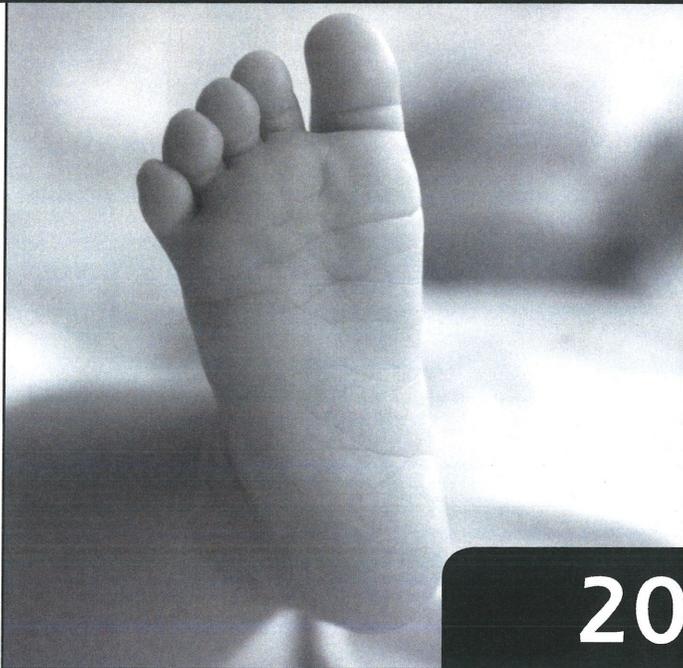
- Copy of Municipal Budget (Form MS-6 or MS-7); RSA 32:5, VII
- Final budget and ballot questions in official ballot communities; RSA 40:13, II
- Balance Sheet as of December 31 of the previous year (June 30 in fiscal year municipalities); RSA 41:9, IV and RSA 41:13
- Selectmen's Report; RSA 41:13 and RSA 41:14
- Tax Collector's Report (including summaries of tax warrants and tax lien accounts); RSA 41:35
- Treasurer's Report; RSA 41:29, III
- Report of the highway agent; RSA 231:68
- Summary of report of trustees of trust funds; RSA 31:33
- Report of municipal auditors; RSA 41:31-d
- Report of independent auditor's findings and recommendations; RSA 21-J: 21
- Report of Library Trustees; RSA 202-A: 12
- Report of Conservation Commission; RSA 36-A: 2
- Report of Public Works Commissioners; RSA 38-C: 5
- Report Utility Systems; RSA 38:21
- Expenditures from contingency fund; RSA 31:98-a
- Notice regarding involuntarily merged lots; RSA 674:39-aa, VI (required in annual reports from 2011-2015)





  
**LGC**  
NEW HAMPSHIRE  
**Local Government Center**

# HOW TO CREATE AN AWARD-WINNING *Annual Report*



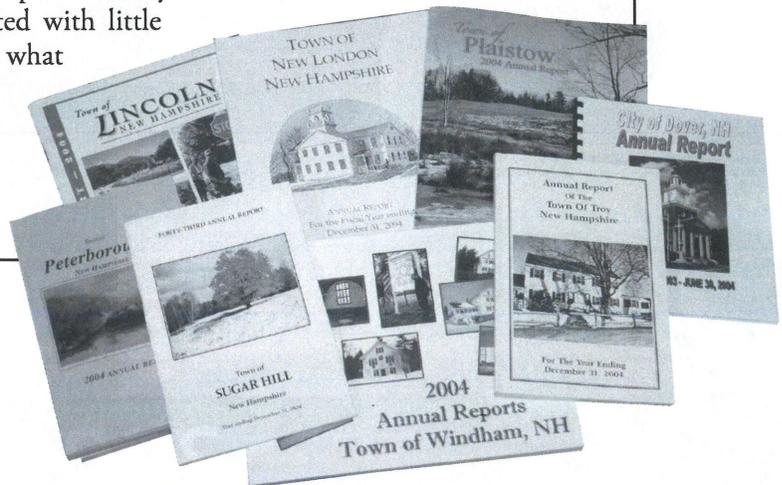
**2006**

**T**he annual report is an opportunity for towns and cities to showcase their community, describing what makes it special and why people like to call it home. When reading the annual report, people want to know what has happened in their community during the past year and what is planned to occur in the future. Rather than merely stating facts and figures that are indistinguishable from those of another town, a good annual report will reflect this sense of community by including historic photographs, informative narrative reports and relevant financial information.

Reports need not be expensive to be of high quality. In terms of the format and content of annual reports, there are many varieties and options to choose from. However, when putting the report together, the most important consideration is the readers. Every annual report should be laid out, written and organized with the readers in mind.

Each year, the New Hampshire Local Government Center (LGC) conducts an Annual Report Contest. All New Hampshire municipalities are eligible to participate in the competition and are encouraged to submit their annual report for review. The LGC Annual Report Contest consists of two rounds of judging. Each report is first judged and scored based on basic financial information within the municipality's population category. The top ten from each of the seven population categories are selected and continue on to be judged for creativity and reader appeal. This two-tiered review process stems from the principle that if a report does not contain basic financial information, it is just not a good report no matter how creative and attractive it may be. In other words: You can't judge a book by its cover.

The following are some helpful tips to consider when compiling your community's next annual report. Many of these suggestions may be incorporated with little or no additional cost, and are what make previous Annual Report winners truly stand out in their respective categories.



## Financial Information

The basic financial information that should be included in the annual report are the balance sheet, the current and proposed budgets, the warrant, the auditor's report, and financial reports from the treasurer, tax collector, trustees of trust funds, town clerk and library trustees. Additionally, it is recommended that the following financial information also be included: a summary of receipts and expenditures; a comparison of the prior year's budget to actual expenditures; minutes from the prior year annual meeting; a schedule of town property; a summary of the inventory valuation and tax rate computation; and finally, a statement of outstanding debt.

### Audit Reports

Every annual report should include a report from the auditors, either from the independent CPA firm that conducted the audit or from the locally elected auditors. By law (RSA 21-J:21) the annual report must include a summary of the auditor's findings and recommendations, which addresses issues such as internal control weaknesses or reportable conditions. Often, the entire set of CPA audited financial statements, along with the accompanying notes, is included in the annual report, providing a complete and comprehensive presentation of the municipality's financial position.

Towns that have contracted with an independent CPA firm to perform a compilation rather than an audit *should not* include the compilation under the heading Auditor's Report since no audit was performed. To report a compilation as an audit is misleading to the readers.

### Signatures

Every report submitted by a town official or by a board, commission, or trustees should include the name(s) and/or signature(s) of the individual(s) responsible for that report. Each report submitted by a board, commission or trustees should include the names or signatures of a majority of the members, not just the chairman.

### Bank Accounts

Reports submitted by treasurers, library trustees and trustees of trust funds should identify the accounts and financial institution(s) where the funds are held, along with the dollar amounts on deposit as of year-end. This acknowledges the financial institutions that the town currently conducts business with and certifies to readers that the town's accounts were reconciled to the bank records.

### Graphs and Charts

A picture is worth a thousand words, or in this case, worth a thousand numbers. Graphs and charts easily convey to readers what the numbers attempt to tell them. For example, rather than just showing how the tax rate of \$23.49 was computed, consider adding a graph or chart to illustrate the change in the tax rate over the past five years. Such a graph or chart would show the recent trend of the tax rates, giving the reader a better perspective of the current \$23.49 rate. The same would be true for the town's total valuation—seeing in a graph the growth in valuation from year to year is more meaningful than seeing just a single number reported. Another example would be to include pie charts with the summary of revenues and expenditures. A visual representation such as this helps readers better understand where the money came from, and where it went. When using graphs and charts, be sure to include titles and proper explanations, and to place the graphs and charts in an appropriate section of the report.

### Schedule of Town Property

The schedule of town property should include both real and personal property. Land, buildings and equipment valued over a certain dollar threshold (vehicles and heavy equipment for example) should be included on this schedule.

## Creativity and Reader Appeal

### Arrangement and Layout

The order and layout arrangement of the annual report is one of the most important factors to consider in terms of reader appeal. For example, placing all the financial information in one section and the department reports in another section creates a logical flow. Avoid placing a narrative report at the bottom of a page just because that's where it fits. Draft a layout plan and stick with it. The graphic elements of the report should be handled with a high amount of consideration, as they create the first impression of your report.

### Table of Contents

The table of contents should be one of the first pages of the report. Its purpose is to help readers easily locate specific information. The table of contents should be listed in a logical order, such as alphabetically or grouped by categories; do not however, list the table of contents in page number order.

Be sure to include every report in the table of contents and to name the reports consistently. For example, if you choose the title *Selectmen's Report*, then use *Planning Board Report* as well.

## Creativity and Reader Appeal *(continued)*

If you prefer to list the table of contents by categories, be sure to use logical groupings, such as:

### **Introduction**

Selectmen's Report, Town Manager's Report, Town Officials, 2005 Warrant, etc.

### **Financial Reports**

Auditor's Report, Balance Sheet, Comparative Statement of Revenue and Expenditures, Treasurer's Report, Tax Collector's Report, Town Clerk's Report, Trustees of Trust Funds Report, etc.

### **Department Reports**

Police Department, Fire Department, General Assistance, Public Works Department, etc.

### **Boards, Commissions and Other Reports**

Conservation Commission, Planning Board, Historic Commission, etc.

### **Vital Statistics**

Births, Deaths, Marriages

### **List of Town Offices**

The list of town offices should be highly visible and should include the service, physical address, mailing address, e-mail address if applicable, phone number and hours of operation. This information should be placed either on the inside front cover, immediately after the table of contents, or on the back cover (either inside or out). And don't forget to include the list of town offices in the table of contents!

### **Page Numbers**

Page numbers should be visible, placed in the same location on each page and consistent throughout the report. The outside corners, top or bottom, are the preferred placement for page numbers.

### **Typography**

Typestyle should be legible, should be an appropriate point size, and should be consistent throughout the document. For instance, the Selectmen's report and Fire Chief's report should not look as if they came from two different printers. Recommended fonts for body text include Times New Roman or Garamond with a point size no smaller than 10. Don't underline items or use all capital letters—rather, distinguish between headlines, subheadings, and body text by using italics, bolding and different point sizes.

### **Interior Graphics**

Interior graphics create visual interest and help draw the reader's attention. Graphics can include photographs of a historic nature, of community events or of important landmarks. Be sure to include captions and credits for all photos. Photos should be high resolution, clear images. Check with your

printing contractor if you're not sure whether the quality of the photo is conducive to printing in the report. In regard to clipart, use it sparingly and be sure the image is relevant. Never use clipart that has been copied from a Web site since it is not of sufficient resolution and will often appear blurry when printed in the report.

### **Narrative Department Reports**

The narrative department reports should be written for the average citizen who may not be familiar with financial information or statistics. The most important narrative is the report from the Board of Selectmen or Council. This report should not only explain what has happened during the past year, but should also discuss the community's immediate needs and issues, as well as plans for the future. Key points to address in the Selectmen's report include: What were the challenges and successes this past year? What are some of the long-range issues facing the community and how will these be addressed? What are the Board's goals for the upcoming year? Remember, as previously noted, this report should be submitted and signed by the entire Board of Selectmen, not just the chairman.

Other department reports should address similar issues as the Selectmen's report. For example, do not just list the number of incidents for the year. Instead, explain to citizens how their money was spent. Did department staff receive training that improved proficiency in their jobs? If so, mention that. Was a significant piece of equipment purchased? If so, discuss how that equipment has made a difference in operations. Are there special events, hiking trails or other opportunities of which citizens should be informed? Inclusion in the annual report is a great way of communicating these items to all citizens. Finally, including pictures with captions alongside the department reports, such as a photo of a local team alongside the Recreation Department report, a group photo of the Fire Department with the new fire truck, or a photo of the highway crew working on a local road, helps personalize these reports.

### **Proofread from Cover to Cover**

It is imperative that the report be proofread from cover to cover before submitting for printing. Every narrative report, every caption surrounding every picture, and every chart title should be carefully reviewed, preferably by a second or third set of eyes. And be sure to recheck the accuracy of *all* numbers presented in the report.

Remember, this annual report becomes an historic document that will be a reflection of the community for decades to come!

## Required Information for Annual Town Reports

The following information is required by statute to be included in the Annual Town Report. This is not necessarily an exhaustive list, since there is no one repository of statutory requirements for the Annual Town Report:

- Copy of Municipal Budget (Form MS-6 or MS-7); RSA 32:5, VII
- Final budget and ballot questions in official ballot communities; RSA 40:13, II
- Balance Sheet as of December 31 of the previous year (June 30 in fiscal year municipalities); RSA 41:9, IV
- Selectmen's Report; RSA 41:13 and RSA 41:14
- Tax Collector's Report (including summaries of tax warrants and tax lien accounts); RSA 41:35
- Treasurer's Report; RSA 41:29, III
- Report of the highway agent; RSA 231:68
- Summary of report of Trustees of Trust Funds; RSA 31:33
- Report of municipal auditors; RSA 41:31
- Report of independent auditor's findings and recommendations; RSA 21-J: 21
- Report of Library Trustees; RSA 202-A: 12
- Report of Conservation Commission; RSA 36-A: 2
- Report of village districts/precincts to their voters; RSA 32:5, VII
- Report of school districts to their voters; RSA 32:5, VII
- Report of Public Works Commissioners; RSA 38-C: 5
- Report of Utility Systems; RSA 38:21

## Optional Information for Annual Town Reports

The following information is not required by statute to be part of the Annual Town Report. However, most communities choose to include these items in order to present a more comprehensive picture of municipal operations for the previous year:

- List of municipal officers
- Copy of town warrant (required in official ballot communities)
- Comparative statement of estimated and actual revenues for the previous year
- Comparative statement of appropriations and expenditures for the previous year (budget versus actual expenditures)
- Detailed statement of receipts (by revenue source) and expenses
- Summary of inventory valuation, taxes assessed, and tax rate computation
- Statement of outstanding debt (MS-5 or notes to the audited financial statements)
- Schedule of town property
- Report of independent auditor (auditor's opinion letter, MD&A, financial statements and notes)
- Summary minutes of previous year's annual town meeting, and any special meeting
- Report of the Town Clerk
- Reports of town departments
- Vital statistics



**NEW HAMPSHIRE  
MUNICIPAL ASSOCIATION**

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# Annual Reports: A Town's Year in Review

**By Kimberly A. Hallquist**

*By Kimberly A. Hallquist*

The annual report is as much of a town meeting tradition as the moderator's gavel, the old wooden ballot box and the rows of chairs facing the moderator's podium. Prominently depicted in the 1942 Norman Rockwell painting *Freedom of Speech*, the annual report plays an important role before, during and after the annual town meeting. Making the reports available before the meeting allows voters to familiarize themselves with the financial status of the town and the noteworthy happenings of the past year as described in the various reports of town officers. During the meeting, voters use their report to support their positions, or, in towns that include the warrant, to follow along as each warrant article comes to the floor for debate and then to record the vote on its pages. After the meeting, the annual report serves as an important historical document on the town.

Times have changed since Norman Rockwell famously painted a citizen, his rolled up annual report sticking out of his coat pocket, addressing his town meeting while his fellow town meeting attendees respectfully give their attention. Today we have additional modes of communication, like websites and community television channels, as well as different modes of town meeting like SB 2. Following are some of the issues that may be faced by today's town officials with the responsibility to prepare the annual report.

**Q. Can we save money by having the annual report available on our website or e-mail it on request, instead of printing hundreds of the reports?**

## January 2010

**Annual Reports: A Town's Year in Review**

**New Hampshire School Administrators and Teachers Embrace New Technologies**

**Meeting the Workforce Housing Challenge: A Guidebook for New Hampshire Municipalities**

**A Tour of the Municipal Property Tax Bill**

**Leveraging Social Media in Local Government**

A. While it is certainly possible to have the annual report available online for the convenience of voters, RSA 41:14 requires the reports of the selectmen and other town officers to be "published in pamphlet form at the expense of the town...." This suggests that, at least for now, the town must publish its annual report in paper form to be given to voters who request a copy.

**Q. Are the selectmen required to mail the reports to each voter?**

A. No, there is no statutory requirement to mail the reports or to otherwise deliver them, only that they are available to voters at least seven days before the annual meeting. Towns make various arrangements to get the reports into the hands of voters, including mailing, leaving copies at local stores, leaving copies in town offices where voters will likely see them and pick them up, as well as having a supply available at the annual meeting.

**Q. How about the size of the report, pictures and color?**

A. These are decisions left to the town based on economics and local preferences. Many towns have moved away from the traditional 5.5" x 8.5" size to a larger report because of lower printing costs for the standard 8.5" x 11" paper, and the ability to use a larger font size, making the reports easier to read. Many towns also now include pictures as a way to make the reports more interesting and also to memorialize special events and people.

**Q. What must be included in the annual report?**

A. Unfortunately, no one statute lists the items that must be included in the annual report. See the ***Annual Report Booklet*** for a list of items that, while not necessarily exhaustive, should serve as a guide to preparing an annual report that meets the requirements of the various statutes.

**Q. Is it possible to add to the list of required information?**

A. Yes, and many communities do include additional information in order to present a more comprehensive picture of the status of the community. Offering expanded information makes the annual report more interesting, and thereby more likely to be read by the voters. Additional information also increases the historical value of the report. See the ***Annual Report Booklet*** for a list of additional items.

**Q. What exactly should be included in the selectmen's report?**

A. The statute says simply "[a]t the close of each fiscal year the selectmen shall make a report to the town, giving a particular account of all their financial transactions during the year, and of the financial condition of the town at the close of the year, including a schedule of all its assets and liabilities." RSA 41:13. In addition to the various financial reports found throughout the annual report, the selectmen include a report that reviews the major accomplishments of the year, the challenges facing the town, and any other noteworthy information on town business.

**Q. Can reports include information suggesting that voters vote a particular way on a warrant article?**

A. What selectmen, department heads and other town officials can, and can't, say in their written yearly reports has been the subject of much debate. In the case of *Epping Residents for Principled Government, Inc. v. Epping School District*, No. 05-E-0094, (Rockingham County Superior Court, June 15, 2005) a citizens group took issue with both the school board and board of selectmen for, among other things, comments made by town officials in support of warrant articles. Specifically, the police chief urged voters to support his request for additions to the police force, giving his opinion that current staffing levels would not be adequate to allow the department to accomplish its mission. The superior court refused to grant the relief requested by the plaintiffs, ruling that the statements made in the annual report were made by public officials on behalf of their respective public entities and were in furtherance of a public purpose, and thus did not violate the New Hampshire Constitution. *Id.* Moreover, the statements did not violate the U.S. Constitution because the U.S. Supreme Court has made clear that the government may spend public funds to endorse its own measures. *Id.* (citing *Johanns v. Livestock Mktg. Ass'n*, 544 U.S. 550 (2005)).

Although the Supreme Court in *Residents for Principled Government, Inc. v. Epping School District*, No. 2005-600 (October 6, 2006) upheld the superior court decision, it is of limited value because it was issued in an unpublished opinion, and thus cannot be cited for support. However, it is instructive in predicting how the court may treat comments made by local officials in support of measures on the warrant that are included in the annual report. When local officials are speaking on behalf of their public entity in furtherance of a public purpose, those comments will likely pass the constitutional test.

This case eventually made its way to federal court when the plaintiffs amended their complaint to include the town's website. The selectmen refused to allow the group, Residents for Principled Government, Inc., a link from the town website to its own site. *Sutcliffe v. Epping School District*, 584 F.3d 314 (2005). The plaintiffs argued that by allowing some groups to have links on the town website the selectmen created a public forum, and denying them a link would have to comply with the free speech requirements of the First Amendment. The U.S. Court of Appeals held that the decision by the selectmen to refuse to allow a link from the town's website constituted government speech and thus was not subject to First Amendment scrutiny. Whether the government speech doctrine can be successfully applied to comments made by public officials in annual reports is not entirely clear given that the issue before the Court in *Sutcliffe* concerned a website, and not an annual report. However, taken together, these cases are encouraging in support of the proposition that public officials can provide information in the town's annual report that includes positions that favor measures that are put before the voters, when the information provided is in furtherance of a public purpose.

**Q. Is there a statutory deadline for the annual report?**

A. Yes. RSA 41:14 provides that the annual report must be available to voters at least seven days prior to the annual meeting. Considering all of the year-end information that must be gathered, as well as the proposed budget, and the time required for printing the reports, meeting this deadline can sometimes be tough. Office staff must often pressure local officials who are required to include reports to submit their reports in a timely manner, while gathering all of the required information to be typed into the format required by the printer. The cooperation of all local officials with responsibilities to submit reports for inclusion in the annual report is essential to meet the statutory deadline.

**Q. What can we do if the printer is late getting our reports printed?**

A. Even with the most meticulous planning, glitches can happen at the printer that result in a delay of the delivery of the annual reports. In the event that the delay means that the commercially printed reports will not be available by the statutory deadline of seven days prior to the annual meeting, one possible remedy is to photocopy a few of the reports and have the photocopies ready should a voter request an annual report before the booklet version is delivered by the printer.

**Q. What is the retention requirement for annual reports?**

A. Annual reports must be retained permanently. RSA 33-A:3-a, VII. As valuable historical documents, it is also helpful to have copies in the town library and other local libraries that may want to include annual reports in their collections. Also, towns are required by law to submit two copies of each annual report to the State Library. RSA 41:22.

*Kimberly Hallquist is staff attorney with the New Hampshire Local Government Center's Legal Services and Government Affairs Department. For more information on this and other topics of interest to local officials, LGC's legal services attorneys can be reached Monday through Friday from 8:30 a.m. to 4:30 p.m. by calling 800.852.3358, ext. 384.*

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New Hampshire Municipal Association  
25 Triangle Park Dr.  
Concord, NH 03301  
603.224.7447  
[nhmainfo@nhmunicipal.org](mailto:nhmainfo@nhmunicipal.org)

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**Loral Press, Inc.**

PO Box 327  
Atkinson, NH 03811

Telephone  
(603) 362-5549

**Invoice**

Date	Invoice #
2/24/2021	25189

Bill To

Town of Raymond  
Town Manager  
4 Epping Street  
Raymond, NH 03077

P.O. Number	Terms
Deb Intonti	Net 15

Loral Order No.
T1042

Quantity	Description	Amount
600	Annual Town Report 2020	3,599.00
	Sales Tax	0.00

Budgeted amount for  
2021 =  
\$3,250.00

← Please sign for  
\$3,750 2022  
500 Bks

**PAYMENT APPROVED**  
Line: Vendor 4370  
Desc.: 2020 Annual Report  
Signature: [Signature]  
Date: 2/24/21  
Account #: 01-8002-044  
Amount: \$3,599.00

-004 (J)

<b>Total</b>	<b>\$3,599.00</b>
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**RECEIVED**

FEB 25 2021

Initial: SB

# TOWN OF RAYMOND NEW HAMPSHIRE



2021  
ANNUAL REPORT

## 2021 Proposed Budget - RCTV

Budget Line	Line Item	2020 Budget	2020 Actual	2021 Budget	2021 YTD 9/23/21	2022 Proposed	Notes
03-8012-001	Cable-Wages	\$19,000.00	\$18,055.43	\$19,000.00	\$13,855.39	\$19,000.00	Coordinator 20hr/week
03-8012-002	Cable-Postage	\$25.00	\$41.58	\$50.00	\$0.00	\$50.00	mail
03-8012-005	Cable Office Supplies	\$200.00	\$261.64	\$300.00	\$0.00	\$200.00	papers, pens, toner
03-8012-006	Cable Telephone	\$4,000.00	\$3,246.70	\$3,500.00	\$2,604.00	\$3,500.00	tel./internet/alarm
03-8012-007	Computer expenses	\$2,000.00	\$264.87	\$1,000.00	\$1,212.99	\$2,000.00	Replace 2 Computers per equipment replacement plan
03-8012-008	Dues & Memberships	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00	NH Coalition for Community Media
03-8012-009	Legal	\$3,000.00	\$2,562.54	\$2,000.00	\$0.00	\$1,000.00	Franchise Agreement
03-8012-011	Cable Advertising	\$50.00	\$0.00	\$25.00	\$0.00	\$25.00	Legal Postings
03-8012-012	Cable Training	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00	Classes
03-8012-013	Cable travel & meetings	\$150.00	\$30.00	\$50.00	\$0.00	\$50.00	NHCCM & Deliberatives
03-8012-015	Cable Supplies	\$200.00	\$654.59	\$700.00	\$72.00	\$400.00	Cables, Adaptors, Gaffers tape, USB drives
03-8012-029	Equipment maintenance	\$3,000.00	\$198.00	\$2,000.00	\$0.00	\$2,000.00	Repair or replacement
03-8012-031	Operating Equipment	\$3,000.00	\$599.99	\$2,000.00	\$41,343.69	\$2,000.00	
03-8012-050	Cable Contracted Services	\$8,500.00	\$6,511.68	\$7,000.00	\$5,473.00	\$7,000.00	Computer support, On Demand services, Streaming services, School maintenance
03-8012-071	Cable FICA	\$2,500.00	\$2,001.98	\$2,500.00	\$1,596.56	\$2,500.00	Coordinator FICA
03-8012-101	Cable-Camera Operator	\$9,000.00	\$7,715.00	\$8,000.00	\$7,015.00	\$8,000.00	Gov. Meeting operators (Included ZOOM Operators)
	Conference Operators		\$0.00	\$7,000.00		\$0.00	Zoom Operators if needed
<b>Total Expenses</b>		<b>\$54,825.00</b>	<b>\$42,144.00</b>	<b>\$55,325.00</b>	<b>\$73,172.63</b>	<b>\$47,925.00</b>	<b>Castus Server Included in 2021 **</b>
Revenues							
Franchise Fee		\$84,000.00	\$84,866.59	\$85,000.00	\$42,987.22	\$85,000.00	
Interest		\$150.00	\$47.67	\$50.00	\$45.39	\$50.00	
Total Revenue		\$84,150.00	\$84,914.26	\$85,050.00	\$43,032.61	\$85,050.00	2021 Revenue is thru 9/23/21 2 more checks due
Operating Balance		\$29,325.00	\$42,770.26	\$29,725.00		\$37,125.00	
<b>Possible 2022 Purchases</b>							
Emergency Operations Center Equipment		\$64,126.00					
Fiber line from Safety Complex to HS		\$20,000.00					
Console Switcher replacements		\$50,000.00					

TOWN OF RAYMOND, NH

CAPITAL RESERVE/TRUST FUND REQUEST

4 Epping Street  
 Raymond, NH 03077  
 (603) 895-7009  
 Fax (603) 895-7064



REQUEST FROM:  
**Department**  
 Town Manager

CONTROL NUMBER:  
 2021-21

DATE OF REQUEST	REQUISITIONER NAME	DATE OF SELECTMEN'S MEETING	REQUESTED AMOUNT
12/20/2021	Stephen Brewer	12/20/2021	
FUND NAME / ACCOUNT	DESCRIPTION OF FUNDING REQUEST AND PROPOSED PURCHASES		
<b>EM Revitalization 05-8058-063</b>	<b>Casella: Safety Complex (Torrent Hall) Clean-Up</b>		\$102.67
<b>Total</b>			<b>\$102.67</b>

Chairman George Plante Approved / Not Approved

Vice Chair Kathy Hoelzel Approved / Not Approved

Scott Campbell Approved / Not Approved

Chris Long Approved / Not Approved

William Weldy Approved / Not Approved

Vendor: 004126-Casella

Payee: Casella

Check Date: 6/01/2021

Check Number: 00115970

Invoice Number	PO Number	Date	Description	Amount	Discount
11618		4/26/2021	Disposal From Safety Complex4/19/21	\$102.67	

Subtotal: \$102.67 \$0.00  
**Check Total: \$102.67**

Vendor: 004126-Casella

Payee: Casella

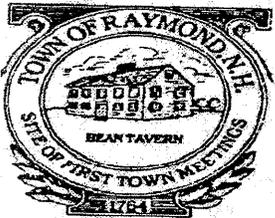
Check Date: 6/01/2021

Check Number: 00115970

Invoice Number	PO Number	Date	Description	Amount	Discount
11618		4/26/2021	Disposal From Safety Complex4/19/21	\$102.67	

Subtotal: \$102.67 \$0.00  
**Check Total: \$102.67**

THE FACE OF THIS CHECK IS PRINTED BLUE - THE BACK CONTAINS A SIMULATED WATERMARK



**Town of Raymond**

4 Epping Street  
 Raymond, NH 03077-  
 (603)895-4735

Citizens - General Fund

Check # **00115970**  
 Check Date: **6/01/2021**

Pay: One Hundred Two and 67/100 \*\*\*\*\* DOLLARS

Check Amount  
**\$102.67**

To Order Of:

Casella  
 PO Box 1372  
 Williston, VT 05495-1372

⑈00115970⑈ ⑆011401533⑆ 3305127246⑈





CASELLA WASTE SERVICES  
PO BOX 1372  
WILLISTON, VT 05495-1372

# INVOICE

SERVICE ADDRESS  
TRANSFER STATION  
RAYMOND NH 3077

CUSTOMER NUMBER T4-00016 7  
INVOICE # 11618  
BILLING INQUIRIES (800) 445-1318  
INVOICE DATE 4/26/21

DATE	DESCRIPTION	QTY.	RATE	TOTAL
4/19/21	T/S TIP \$ - C&D, SHINGLES	.47	161.000	75.67
4/19/21	WEIGHT TICKET#:171463			.00
4/19/21	G25347 fire dept			.00
4/19/21	T/S TIP \$ -TV/COMPUTERS	1.00	12.000	12.00
4/19/21	WEIGHT TICKET#:171463			.00
4/19/21	G25347 fire dept			.00
4/19/21	MIXED ELECTRONICS EACH	3.00	5.000	15.00
4/19/21	WEIGHT TICKET#:171463			.00
4/19/21	G25347 fire dept			.00

*torrent  
hall  
clean up*

*fine?*

PAYMENT APPROVED  
LINE SOLID WASTE  
DESC. DISP ITEMS FROM  
DEPT. HEAD APPROVAL SAFETY  
DATE 5/13/21  
ACCT. # A 1-31-50  
AMOUNT 102.67  
FINANCE APPROVAL

*Safety  
complex  
FILE*

RECEIVED

MAY 19 2021

Initial: SPB

RECEIVED

MAY 25 2021

Initial: SPB

652306B (PC2)

PAY THIS AMOUNT  
\$102.67

FOR SERVICE DURING

PLEASE DO NOT SEND CORRESPONDENCE OR PAYMENT TO THIS P.O. BOX



CASELLA WASTE SERVICES  
PO BOX 3495  
TOLEDO, OH 43607



INVOICE #	INVOICE AMOUNT	CUST #
11618	\$102.67	T4-00016 7

PAYMENT DUE 30 DAYS FROM  
INVOICE DATE (A LATE FEE WILL  
BE APPLIED TO ANY BALANCE OVER  
30 DAYS)  
DUE DATE: 05/26/2021 PLEASE SEND PAYMENTS TO:

AMOUNT ENCLOSED  
\$ 102.67



31202-GH42\*T1C131Q0L000006

TOWN OF RAYMOND  
4 EPPING STREET  
RAYMOND NH, 30 03077-2534

CASELLA WASTE SERVICES  
PO BOX 1372  
WILLISTON, VT 05495-1372

Please check box if above address is incorrect or information has changed, and indicate change(s) on reverse side.

20011618T4000167000102670

## Julie Jenks

---

**From:** Joe Ilsley  
**Sent:** Thursday, May 13, 2021 3:53 PM  
**To:** Steve Brewer; Julie Jenks; Denise O'Grady  
**Subject:** RE: Disposal of Torrent Hall equipment

Let's get it paid out of the solid waste line and then charge back to the EM CRF when we are done with the EOC Upgrade

**From:** Steve Brewer <[sbrewer@raymondnh.gov](mailto:sbrewer@raymondnh.gov)>  
**Sent:** Thursday, May 13, 2021 1:33 PM  
**To:** Julie Jenks <[jjenks@raymondnh.gov](mailto:jjenks@raymondnh.gov)>; Denise O'Grady <[dogrady@raymondnh.gov](mailto:dogrady@raymondnh.gov)>; Joe Ilsley <[jilsley@raymondnh.gov](mailto:jilsley@raymondnh.gov)>  
**Subject:** FW: Disposal of Torrent Hall equipment

**From:** Paul Hammond <[phammond@raymondnh.gov](mailto:phammond@raymondnh.gov)>  
**Sent:** Thursday, May 13, 2021 1:11 PM  
**To:** Steve Brewer <[sbrewer@raymondnh.gov](mailto:sbrewer@raymondnh.gov)>  
**Subject:** RE: Disposal of Torrent Hall equipment

Joe said he would handle that as part of the EOC update.

**From:** Steve Brewer <[sbrewer@raymondnh.gov](mailto:sbrewer@raymondnh.gov)>  
**Sent:** Thursday, May 13, 2021 9:24 AM  
**To:** Paul Hammond <[phammond@raymondnh.gov](mailto:phammond@raymondnh.gov)>  
**Cc:** Denise O'Grady <[dogrady@raymondnh.gov](mailto:dogrady@raymondnh.gov)>  
**Subject:** Disposal of Torrent Hall equipment

We have an invoice from Casella for the disposal of the surplus and abused furniture from the Torrent Hall.  
\$102.67

I need a Fire Dept Budget Line to bill it to.

Please advise. Thank you!



**Stephen Brewer**  
Director

DEPARTMENT OF PUBLIC WORKS

Office: 603-895-7035  
Mobile: 603-365-7134

TOWN OF RAYMOND, NH

CAPITAL RESERVE/TRUST FUND REQUEST

4 Epping Street  
 Raymond, NH 03077  
 (603) 895-7009  
 Fax (603) 895-7064



REQUEST FROM:  
**Department**  
 Town Manager

CONTROL NUMBER:  
 2021-22

DATE OF REQUEST	REQUISITIONER NAME	DATE OF SELECTMEN'S MEETING	REQUESTED AMOUNT
12/20/2021	Stephen Brewer	12/20/2021	
FUND NAME / ACCOUNT	DESCRIPTION OF FUNDING REQUEST AND PROPOSED PURCHASES		
<b>2020 One Time/ Cyclic 05-8058-057</b>	Sanitizer purchases		\$519.49
<b>Total</b>			<b>\$519.49</b>

Chairman George Plante Approved / Not Approved

Vice Chair Kathy Hoelzel Approved / Not Approved

Scott Campbell Approved / Not Approved

Chris Long Approved / Not Approved

William Weldy Approved / Not Approved

Vendor: 005163-Staples Advantage

Payee: Citizens Bank

Check Date: 6/08/2021

Check Number: 00116048

Invoice Number	PO Number	Date	Description	Amount	Discount
1635940741		5/25/2021	Charges 5/4-5/20/21	\$1,279.66	
CR1635940741		5/25/2021	Credits on Inv 1635940741	\$-249.74	

Subtotal: \$1,029.92 \$0.00  
**Check Total: \$1,029.92**

Vendor: 005163-Staples Advantage

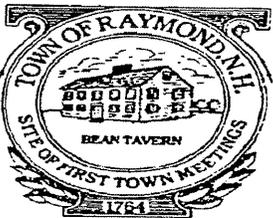
Payee: Citizens Bank

Check Date: 6/08/2021

Check Number: 00116048

Invoice Number	PO Number	Date	Description	Amount	Discount
1635940741		5/25/2021	Charges 5/4-5/20/21	\$1,279.66	
CR1635940741		5/25/2021	Credits on Inv 1635940741	\$-249.74	

Subtotal: \$1,029.92 \$0.00  
**Check Total: \$1,029.92**



**Town of Raymond**  
 4 Epping Street  
 Raymond, NH 03077-  
 (603)895-4735

Citizens - General Fund

Check # **00116048**  
 Check Date: **6/08/2021**

Check Amount

Pay: One Thousand Twenty-Nine and 92/100 \*\*\*\*\* DOLLARS **\$1,029.92**

To Order Of:

Citizens Bank  
 PO Box 9665  
 Providence, RI 02940-9665

⑈00116048⑈ ⑆011401533⑆ 3305127246⑈

# Staples Advantage Payment Request

ACH Batch  
 Payee: Citizens Bank

\* Please fill out form below for all your Staples Advantage purchases. Must be filled out completely.

**Invoice # 1635940741**

Department: Mixed, See Below

PrePaid Paper account.

Ship Date/Inv Date	Order#	Amount	Description	GL #	Line Description	Approval
5/4/21	7330035106	\$ 33.95	white out, pop-up post-its	01-8002-005	Supply Cabinet	J. Jenks
5/4/21	7330035106	\$ 70.98	(2) cases paper	01-1400-005	Copy Room	J. Jenks
5/12/21	73306883818	\$ 19.49	Avery Laser Labels	01-8003-031	Elections	A. Richard
5/13/21	7330035106	\$ (9.78)	Credit - Post-it, ordered wrong item	01-8002-005	Supply Cabinet	J. Jenks
5/13/21	73307390016	\$ 465.52	(4) Hand Sanitizer Stations & (4) cases Hand Sanitizer	05-8058-007	Charlie Tyler	J. Jenks
5/13/21	73307890083	\$ 389.77	Brother TN820 Toner, HP37A Toner	01-8001-005	Tax Office C. McCarthy	
5/13/21	7330739016-2	\$ 59.99	(1) Hand Sanitizer Defective Unit			
5/17/21	73307390016-4	\$ 239.96	Replacement - Credit Owed and in process Duplicate Hand Sanitizer Shipment	05-8058-007	Charlie Tyler	J. Jenks
5/20/21	7330739016-3	\$ (239.96)	Credit Duplicate Hand Sanitizer Shipment	05-8058-007	Charlie Tyler	J. Jenks
10						
11						
Total		\$ 1,029.92				

*[Signature]*  
 Jenks Approval Signature

*[Signature]*  
 McCarthy Approval Signature

*[Signature]*  
 Richard Approval Signature

**Processing steps for payments:**

- \* Call in credit card pmt to Staples Advantage
- \* Make copy of Staples Spreadsheet, Staples Bill, confirmation page and approval page for Call
- \* File original bill with original p/w in Staples Advantage folder
- \* FWD ACH batch to Julie AFTER PAYING CREDIT CARD ONLINE

\*\* Use paper case qty's to charge out Paper usage with last copier printout \*\*\*

Town Vendor# 5163  
 PD Vendor# 5164





W.B.MASON CO., INC.  
59 Centre St  
Brockton, MA 02301

Address Service Requested  
888-WB-MASON www.wbmason.com

RECEIVED

JUN 08 2021

Initial: JB

TOWN OF RAYMOND  
Finance Office  
4 EPPING ST  
RAYMOND NH 03077-2534

*see att.*

**Delivery Address**  
Town Of Raymond  
Attn.: Albert  
4 Epping St  
Raymond NH 03077

W.B. Mason Federal ID #: 04-2455641

Invoice Number	220687209
Customer Number	C1278447
Invoice Date	06/03/2021
Due Date	07/03/2021
Order Date	06/02/2021
Order Number	S114661871
Order Method	WEB

**Important Messages**

Sign up for Paperless Invoicing at [wbmason.com/paperless](http://wbmason.com/paperless). Your Registration Code: 5637307461

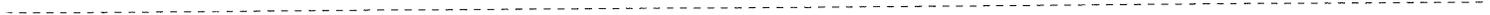
### Looking for an easier way to see and pay bills?

Visit [WWW.WBMASON.COM/ACCOUNTSTATEMENT.aspx](http://WWW.WBMASON.COM/ACCOUNTSTATEMENT.aspx) to access your account, go paperless, review invoices and account statements, and link your checking account or credit card to make fast secure payments.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
NWLMANUALDISPENSER	DISPENSER, MANUAL, PUSH STYLE, WHITE, 1000ML, GEL	3	EA	17.99	53.97

SUBTOTAL: 53.97  
 TAX & BOTTLE DEPOSITS TOTAL: 0.00  
 ORDER TOTAL: 53.97  
 Total Due: 53.97

To ensure proper credit, please detach and return below portion with your payment



**Vendor:** 002589-W.B. Mason Co Inc

**Payee:** W.B. Mason Co Inc

**Check Date:** 6/15/2021

**Check Number:** 00116115

Invoice Number	PO Number	Date	Description	Amount	Discount
220685366		6/03/2021	Gloves,Towels,TBClnr,measuring Cups	\$288.02	
220687209		6/03/2021	(COVID) Sanitizer Dispensers (3)	\$53.97	
220795221		6/08/2021	Toilet Paper	\$133.98	

---

<b>Subtotal:</b>	<b>\$475.97</b>	<b>\$0.00</b>
<b>Check Total:</b>		<b>\$475.97</b>



**Staples Business Credit**  
 PO BOX 105638  
 ATLANTA, GA 30348-5638

Credit Account # 345853  
 Staples Account # 10235610BOS  
 Statement Date 06/25/21  
 Statement # 1636456015

<b>PO #</b>	<b>ORDER #</b> 7330739016-1-1	<b>REF</b> CHARLIE TYLER	<b>BUDGET CENTER</b>	
<b>TERMS</b> Standard	<b>INVOICE DATE</b> 05/25/21	<b>DUE DATE</b> 07/20/21		
<b>SOLD TO</b> Sharon Baker Town Of Raymond 4 Epping St Raymond, NH 030772529	<b>SHIP TO</b> TOWN OFFICES TOWN OF RAYMOND 4 EPPING ST ATTN SHARON B. RAYMOND, NH 030772529	<b>PURCHASED AT</b> StaplesAdvantage.com	<b>INVOICE TOTAL</b> -\$59.99	
<b>SKU</b>	<b>DESCRIPTION</b>	<b>\$/UNIT</b>	<b>UNITS</b>	<b>TOTAL</b>
24448888	PICKUP/NO RESHIP/CREDIT HND SAN/SOAP AUTODISP WST	\$59.99	-1.0	-\$59.99
			<b>SUBTOTAL</b>	-\$59.99
			<b>TAX</b>	\$0.00
			<b>TOTAL</b>	-\$59.99

*Handwritten notes:*  
 05-8058-007  
 05/21



Staples Business Credit  
PO BOX 105638  
ATLANTA, GA 30348-5638

Sharon Baker  
Town Of Raymond  
4 Epping St  
Raymond, NH 030772529

**Credit Account #**  
345853  
**Staples Account #**  
10235610BOS  
**Order #**  
7330739016-1-1

---

<b>Purchase Details</b>		<b>Purchase Location</b>	
Invoice Date	05/25/2021	Name	StaplesAdvantage.com
Reference	CHARLIE TYLER	Address	PO Box 105638
Type	Credit		Atlanta, GA 30348-5638
Authorization #	257696023	Phone	(877) 457-6424
Terms	Standard		<b>Ship To</b>
		ID	TOWN OFFICES
		Name	TOWN OF RAYMOND
		Address	4 EPPING ST ATTN SHARON B. RAYMOND, NH 030772529

---

<b>SKU</b>	<b>Description</b>	<b>\$/Unit</b>	<b>Units</b>	<b>Total</b>
24448888	PICKUP/NO RESHIP/CREDIT HND SAN/ SOAP AUTODISP WST	\$59.99	-1.00	-\$59.99
			<b>Sub Total:</b>	-\$59.99
			<b>Sales Tax:</b>	\$0.00
			<b>Invoice Total:</b>	-\$59.99

TOWN OF RAYMOND, NH

CAPITAL RESERVE/TRUST FUND REQUEST

4 Epping Street  
 Raymond, NH 03077  
 (603) 895-7009  
 Fax (603) 895-7064



REQUEST FROM:  
**Department**  
 Town Manager

CONTROL NUMBER:  
 2021-23

DATE OF REQUEST	REQUISITIONER NAME	DATE OF SELECTMEN'S MEETING	REQUESTED AMOUNT
12/20/2021	Julie Jenks	12/20/2021	
FUND NAME / ACCOUNT	DESCRIPTION OF FUNDING REQUEST AND PROPOSED PURCHASES		
<b>Purchase of 10 Old Fremont Rd 05-8058-064</b>	<b>Future Use/Restoration Assessment</b>		\$750.00
<b>Total</b>			<b>\$750.00</b>

Chairman George Plante Approved / Not Approved

Vice Chair Kathy Hoelzel Approved / Not Approved

Scott Campbell Approved / Not Approved

Chris Long Approved / Not Approved

William Weldy Approved / Not Approved

Bedard Preservation & Restoration LLC

PO Box 430  
Gilmanton, NH 03237

# Invoice

Date	Invoice #
12/9/2021	956

Bill To
Town of Raymond, NH

Description	Amount
Assessment for Bean Tavern for potential future use and restoration	750.00
<b>Total</b>	<b>\$750.00</b>

# Bedard Preservation & Restoration LLC

PO Box 430  
Gilmanton, NH 03237

July 15, 2021

Paul Brown  
Bean Tavern Steering Committee  
Raymond, NH

Re: Bean Tavern

Dear Paul,

The following proposal is based upon various conversations and email exchanges that we have had as well as a phone discussion that I had with your Town Manager, Joe Ilsley.

Bedard Preservation & Restoration LLC will provide a verbal assessment of the Bean Tavern with as many individuals that would like to attend. Also, this proposal includes up to a two hour additional meeting with any group to discuss the findings of the assessment as well as an estimate of cost for further studies which could be partially funded by outside sources such as the New Hampshire Preservation Alliance and/or the Land and Community Heritage Investment Program (LCHIP)

Cost of this proposal is Seven Hundred and Fifty Dollars (\$750.00)

Looking forward to meeting your group on Tuesday, July 20<sup>th</sup> @ 9 am,

Stephen Bedard

## Julie Jenks

---

**From:** Paul Brown <paulebrown@comcast.net>  
**Sent:** Friday, December 10, 2021 12:42 PM  
**To:** Julie Jenks; kmh34331@gmail.com; Paul Hammond; 'Stephen Bedard'  
**Subject:** FW: Bean Tavern  
**Attachments:** Bean Tavern.docx; Inv\_956\_from\_Bedard\_Preservation\_\_Restoration\_LLC\_448.pdf

Julie, I have attached Steve Bedard's invoice for the Bean Tavern consultation.

I would hope that this could be paid in 30 days. If that is difficult (I understand the procedure) let me know and I'll pay it myself.

I'd simply deduct it from my tax bill (with a small service charge. ☺)

Thanks,

Paul Brown

895-3113

---

**From:** Stephen Bedard [mailto:durrellmtn@metrocast.net]  
**Sent:** Thursday, December 09, 2021 3:36 PM  
**To:** 'Paul Brown'  
**Subject:** Bean Tavern

Hi Paul,

Sorry I haven't gotten back to you sooner for a visit to your house. Best days are Mondays for me. How about next Monday or the following Monday?

I have included my original proposal for the Bean Tavern Assessment as well as a formal invoice. Would you please email them along to the appropriate people at Town Hall.

Thanks and let me know about a visit to your house.

Steve



**TOWN OF RAYMOND**  
**Public Works Department**  
Town Offices  
4 Epping Street • Raymond, NH 03077  
Tel: (603) 895-7036 • Fax: (603) 895-7064

**Memorandum**

FROM: Stephen Brewer, Director of Public Works

TO: The Honorable Board of Selectmen and Paul Hammond, Interim Town Manager

Cc: Richard Nunziato, Sr. Highway Foreman

DATE: December 17, 2021

SUBJECT: Acceptance of Sandybrook Drive

As discussed at the November 29, 2021 Board of Selectmen's meeting, Sandybrook Drive, formerly known as Perimeter Road is now complete and is ready for formal acceptance. This hearing has been properly noticed in the newspaper and individually the residents of the subdivision.

It is my recommendation that this road be accepted.

The road has been constructed to the Town standards and overseen by the Planning Board's engineer at intervals of the construction. The engineer has deemed the construction to be 100% complete.

As such, the standing Letter of Credit in the amount of \$260,000 can now be released.

This subdivision secured Planning Board approval on September 1, 2005 subject to the policies and regulations in place at that time. The approval required conveyance of the conservation land to the Rockingham County Conservation District which did occur in 2007. The approval assumed that all road and drainage facilities would be conveyed to the Town at the conclusion of the construction. This acceptance process consummates that intent.

The road deed and associated slope easement have been reviewed by Town Counsel and found acceptable.

It should be noted here that upon the acceptance of the road, the Town of Raymond Department of Public Works will assume responsibility for the ongoing maintenance of the road infrastructure and related drainage facilities as was anticipated by the Planning Board in its approval 16 years ago.

# DRAGON MOSQUITO CONTROL, Inc.

P.O. Box 46, Stratham, NH 03885

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

603.734.4144

## TOWN OF RAYMOND BUDGET 2022

**Special Permit Application:** no charge

Special Permits must be secured annually and have a December 31<sup>st</sup> expiration date. The permit application includes data collected, pesticide labels, maps and a detailed description of the integrated mosquito management plan. The [original application and four copies](#) are submitted to the Division of Pesticide Control where it is reviewed by the Dept of Agriculture, Dept of Environmental Services, DRED, Fish and Game, Division of Public Health and the Division of Pesticide Control. Once the permit application is approved, a conditional Special Permit will be issued by the Division of Pesticide Control. Final approval is given when all conditions have been met. Chief among the conditions is the State required [public notices, Natural Heritage Bureau review and certified mail to beekeepers](#). The Special Permit application is submitted in January or early February so it may be approved and issued in March in time for the start of the mosquito season.

**Arbovirus Surveillance:** \$5,000 4 sites July to mid-October

Adult mosquito surveillance is an early detection system for diseases such as Eastern Equine Encephalitis (EEE) and West Nile Virus (WNV). Surveillance involves trapping adult mosquitoes. Traps are set each week from July into October. Light traps are baited with [dry ice](#) to attract a variety of adult mosquitoes. Trap catches are collected weekly; specimens are frozen, [identified to species](#) and sent to the State Lab in Concord where they are tested for WNV and EEE. This information allows us to assess the risk of disease in an area. [Adult mosquitoes will be monitored at four sites each week beginning the first week of July to mid-October using light traps. The same sites will be used all season.](#)

**Larviciding:** \$26,000 April into October

Larviciding is the main focus for an effective control program in the Town of Raymond. Field work begins in [early April](#) and continues throughout the summer [ending in late October](#). Swamps, marshes, flooded fields, woodland pools, catch basins, ditches and other habitats are treated as needed. Swamps and other freshwater sites are treated in the spring and after heavy rains. Special emphasis is made to control [EEE vectors](#). The [Bacillus bacterium known as Bti is used to control mosquito larvae](#). In accordance with State Special Permit requirements, larval surveys are conducted prior to all larviciding to determine the need for treatment using an action threshold and as the mortality check for post treatment assessment. Stagnant water that collects in catch basins is treated with an organic product called Natular. Over [600 catch basins](#) in Raymond were treated to control the four species of mosquitoes that carry WNV. Dragon has identified and GIS mapped [84 larval habitats](#).

**Adulticiding:** \$ 3,000 spray 8 sites 2 times if needed

Adulticiding, which targets schools, parks and recreation areas, is used mainly [to reduce the threat of disease](#). This type of spraying can be used before special events such as Old Home Days to reduce nuisance mosquitoes or ticks. Suggested sites include the Elementary, Middle and High School, Welch Field, Cammett Field, the Town Common, Riverside Park and the Skateboard Park. This type of treatment is done using backpack sprayers dispersing bifenthrin. This cost would provide for 2 treatments for all 8 sites and is billed only when spraying is conducted. [If spraying isn't needed during the summer or when there is no threat of EEE or West Nile Virus, then you're not paying for this service.](#)

### Summary of Costs for Raymond in 2022

<b>Permit Application</b>	<b>\$ 0</b>	submit to State in January
<b>Larviciding</b>	<b>\$ 26,000</b>	control of larvae in stagnant water
<b>Surveillance</b>	<b>\$ 5,000</b>	four trap locations
<b>Adulticiding</b>	<b>\$ 3,000</b>	spray 8 sites 2 times if needed
<b>TOTAL</b>	<b>\$ 34,000</b>	

*Sarah MacGregor*

President  
Dragon Mosquito Control, Inc.  
PO Box 46  
Stratham, NH 03885



Home (/) / Program Offices  
(/program\_offices) / Community  
Planning and Development  
(/program\_offices/comm\_planning) /  
CDBG

## **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

Overview

[ ^ Top ]

The Community Development Block Grant (CDBG) Program provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended 42 U.S.C. 5301 et seq. The program was designed to reinforce several important values and principles of community development:

- CDBG's flexibility empowers people and communities to design and implement strategies tailored to their own needs and priorities.
- CDBG's emphasis on consolidated planning expands and strengthens partnerships among all levels of government and the private sector in enhancing community development.

Phone Number:

(603) 490-1815

Choose which type of funding you are interested in:

-  **Business Funding**  
Startup Capital, Expand Business, Home Based Business, Inventions
-  **Real Estate: Investing / Business**  
New Construction, Rental Properties, Commercial
-  **Community Funding**  
Performing Arts, Humanities, Crime Prevention, Disaster Relief / Prevention
-  **Education / Tuition Funding**  
Tuition, Student Financial Aid, Stafford Loans, Scholarships, Research
-  **Real Estate: Personal Home Purchase / 1st Time Home Buyer**
-  **Personal Assistance**  
Medical Expenses, Food Stamps, Child Care, Rent Assistance, Veterans
-  **Personal Assistance: Home Repairs**

Suggested Sub-Categories (Check all that apply)

- Arts
- Crime Prevention
- Disaster Prevention
- Disaster Relief
- Environmental
- Green Community
- Historical Sites
- Humanities
- Non Profit
- Performing Arts
- Senior
- Social Services
- Transportation

How Much Money Are You Going To Need?

\$100,000 or More

Describe What You Will Use The Money For:

infrastructure i.e. we are a 26 manufactured home park in need of 30 yr old septic/leech field replacements. Also, our roads need to be repaired/replaced. We are a non-profit. We have just incurred 30k in replacing stump dumps that are causing some of our homes/garages to sink.

What Unique Things Would Separate You From Other Applicants Applying For This Money?

Again, we are a non-profit and need help so we can sustain our park without totally depleting checking and reserve capital.

What Email Address Would You Like To Use For Your Username For Your Online Grant Application Account?

steveboyson770@gmail.com

**\*\* Your email is safe. We hate spam as much as you do!!**

**\*\* Your Email will be your username for the Government Grants.us website. Please double check it to be sure it is accurate!**

**Yes, I Want To Receive Emails On New Funding Opportunities As Well As New Tips!**

Submit

[Home](#) [Log In](#) [Terms](#) [Privacy Policy](#) [Contact \(1-888-261-4837\)](#)

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USA Grant Applications is not a government agency and is not affiliated with the United States Government or any other funding agency. USA Grant Applications supplies training materials on how to apply for funding as well as resources on where to apply.

1 Planning Board Minutes  
2 October 7, 2021  
3 7:00 PM  
4 Media Center Raymond High School  
5

6 **Planning Board Members Present:**

7 Gretchen Gott  
8 Paul Ayer  
9 Patricia Bridgeo  
10 John Beauvilliers  
11 Brad Reed  
12

13 **Planning Board Members Absent:**

14 George Plante (Selectmen ex officio)  
15

16 **Staff Present:**

17 Glenn Coppelman - Circuit rider  
18 Madeleine Dilonno -Circuit Rider Planner, RPC  
19  
20

21 Pledge of Allegiance

22 Mr. Reed said that George Plante will not be attending the meeting and read a letter  
23 of resignation from Jonathan Wood ( See attached).

24 Motion:

25 Ms. Bridgeo made a motion to accept Mr. Wood's resignation from the Planning  
26 Board. Mr. Ayer seconded the motion. The motion passed with a vote of 5 in favor, 0  
27 opposed and 0 abstentions.

28 Mr. Reed read a letter of resignation from Paul Lynn ( See attached).

29 Mr. Beauvilliers made a motion to accept Mr. Lynn's resignation from the Planning  
30 Board. Mr. Ayer seconded the motion. The motion passed with a vote of 5 in favor, 0  
31 opposed and 0 abstentions.

32 Application # 2021-012: An amended site plan application is being submitted by  
33 Bohler Engineering on behalf of McDonald's USA, LLC. They are proposing  
34 upgrades to the drive-thru features and minor site improvements to ensure  
35 compliance with ADA regulations. The property is represented as Raymond Tax Map  
36 29-3/ Lot 2 and located at 2 Essex Drive, Raymond.

37 Madeleine Dilonno: "We just have a string of email correspondence that indicates  
38 the applicant has agreed to continue until October 21, 2021 from William Lucas.

39 Motion:

40 Mr. Beauvilliers made a motion to continue application 2021-0012 until October 21,  
41 2021 at 7 pm in the Raymond High School Media Center. Ms. Bridgeo seconded the  
42 motion. The motion passed with a vote of 5 in favor, 0 opposed and 0 abstentions.

43

44 **Application # 2021-011:** An amended site plan application is being submitted by Jacob  
45 Doerfler of The Dubai Group, Inc. on behalf of Mega-X. They are proposing to add a scale  
46 and more truck parking. The property is represented as Raymond Tax Map 22/ Lot 9-1 and  
47 located on Old Manchester Road.

48 Motion:

49 Mr. Beauvilliers made a motion to have a site walk at 5:30 pm on October 21, 2021  
50 at the Mega-X Site. Ms. Bridgeo seconded the motion. The motion passed with a  
51 vote of 5 in favor, 0 opposed and 0 abstentions.

52 Motion:

53 Mr. Beauvilliers made a motion to continue application 2021-0011 until October 21,  
54 2021 at 7 pm in the Raymond High School Media Center. Ms. Bridgeo seconded the  
55 motion. The motion passed with a vote of 5 in favor, 0 opposed and 0 abstentions.

56 Application #2021-014: A conceptual design review application has been submitted  
57 by Jones and Beach Engineers, INC. on behalf of Sippican Capital, LLC for property  
58 identified as Raymond Tax Map 22/ Lots 44,45,46-7 & 47, and Tax Map 28-3 Lot  
59 120-1 located on Industrial Drive within Zone D. The applicant is proposing a  
60 500,500 SF industrial distribution warehouse and 17,010 SF office with associated  
61 parking.

62 The applicant from application 2021-014 requested to be moved until after the next  
63 application. They had a member of their team running late.

64 **Application #2021-016:** A Special Permit application has been submitted by Larry and Janis  
65 Kent for property identified as Raymond Tax Map 39-4/ Lot 11 located at 72 West Shore  
66 Drive within Zone B. The applicant is proposing to install 60 FT of fence within the 75 FT  
67 Shoreland Protection Area of Governors Lake.

68 Ms. Gott disclosed that she has worked with Jan on various committees, and it would have  
69 no bearing on her decision making. Mr. Beauvilliers indicated that was true for the whole  
70 Board.

71

72

73 Janis Kent, 72 West Shore Drive: "We live in Zone G. Part of our house is in Zone G. We  
74 want to put a fence up by our property line and 60 feet of that fence would be in Zone G.  
75 This is a 75-foot setback from the lake. It is just a simple post and rail fence. We just want to

76 mark our property line with the fence. It is about 18 feet from the water is the last post. I don't  
77 need a DES permit. I already talked to them."

78 Ms. Gott: "What is the purpose of this Zoning Article? Why do we have this?"

79 Jan Kent: "The purpose of the Zoning Article is to discourage building within the protected  
80 shoreline and to minimize additional impervious surface, and disruption of the soils, but the  
81 intent of this mainly more focused on new development rather than existing development  
82 even though it doesn't specifically say that. When a new developer comes in, we want to  
83 keep them out of Zone G."

84 Mr. Coppelman: "There are criteria that you need to affirm in fact have been met. There are  
85 5 of them before you can actually vote on granting the permit."

86 Mr. Reed: "We may grant a special permit and in doing so we need to ensure the following  
87 standards have been met. *A New Hampshire licensed civil engineer or other appropriate*  
88 *licensed professional shall provide a review of the design and construction methods for the*  
89 *proposed use.*"

90 Jan Kent: "I included a copy of a survey that I had done, and I just drew that in myself. It is  
91 just a fence. Seems a little over the top to be doing anything more than that."

92 Mr. Reed: "Does everyone agree that the information she has provided meets the intent of  
93 4.9.6.2.1?"

94 The Board agreed.

95 Mr. Reed: "*The Raymond Conservation Commission has reviewed and provided comments*  
96 *on the proposed use. We have a letter that I also received today. ( See attached) If this is*  
97 *acceptable then this will be a condition of approval.*

98 *#3 Depending on the size of the proposed use and its impact, as determined by the Planning*  
99 *Board, the applicant may be required to prepare an Erosion Control Plan in order to minimize*  
100 *all detrimental impacts to wetland and shoreland resulting from the proposed use during and*  
101 *after construction.*"

102 Jan Kent: "I don't think that it needs any type of Erosion Control Plan."

103

104 The Board concurred that it met the intent.

105 Mr. Reed: "*#4 The applicant shall maintain the site as nearly as practical and possible to its*  
106 *original grade, shape and appearance. "*

107 Jan Kent: "As it stands right now it is not going to be changed."

108 The Board concurred that it met the intent.

109 Mr. Reed: "*#5 In accordance with NH RSA 676:4I(g) the applicant shall be responsible for*  
110 *the costs of any outside technical assistance that the Planning Board requires as part of its*  
111 *review of the proposed use.* "

112 Mr. Coppelman: "In this case there isn't any outside technical assistance.

113 The Board concurred that it met the requirement.

114 Mr. Reed: "With the one exception of number 2 we need to make a motion to approve this if  
115 you wish to.

116 Motion:

117 Mr. Reed made a motion to approve Application #2021-016 a Special Permit Application at  
118 72 West Shore Drive, tax map 39-4 lot 11 subject to the following conditions (See attached).

119 Mr. Beauvilliers seconded the motion. The motion passed with a vote of 5 in favor, 0  
120 opposed and 0 abstentions.

121

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122 Wayne Morrill from Jones and Beach Engineers introduced himself along with Anton  
123 Milkeanda and Angus Leary with Onyx Properties.

124 Wayne Morrill: "We are here tonight about a piece of property that is currently being worked  
125 on by Hard Rock Development. The site is 123 acres with the primary access coming off  
126 Industrial Way. There is a right of way that goes across the property and goes out onto Old  
127 Manchester Road, but the primary access is on Industrial Way. The site is currently being  
128 worked on by Hard Rock and they have all their wetland permits to be able to do the work  
129 that they are doing. That operation is going to keep on going and what we are going to be  
130 doing is we are going to be starting the planning process with this Board to be able to bring  
131 in front of the Board a 500,000 +/- square foot industrial warehouse. It will be primarily used  
132 for shipping and receiving. The site plan itself, coming off of Industrial Way, there is an office  
133 space out in the front. It does have 252 truck parking and 172 dock spaces. It is in Zone D.  
134 As we move forward, we will be working with the Board. Tonight, we are here to introduce  
135 the project to the Board."

136 Anton Milkeanda: "As Wayne said everything that we have here we have been working on  
137 for several months. We appreciate everyone coming together now. What we really wanted to  
138 accomplish is to come in an informal setting and talk to everyone and hear feedback, input,  
139 insight as to what is important. We have been working on this for a while. It is an opportunity  
140 for us to come and listen. I think the most important thing for me that Wayne hit on is for a

141 use like this, so it is allowed by right at the end of the day having experience with that is  
142 industrial related throughout the country. What makes this a meaningful property for us is  
143 when we started to do this you realize it brings value to the town for a whole bunch of  
144 reasons. What is really most important to us is getting off and on exit 4 which I have done 6  
145 million times. No matter what time day or night you do it there really is no issue with that  
146 traffic which is typically what we run into. It really kind of checks all of the boxes for us.”

147 Mr. Reed: “What kind of traffic are we talking about for a building this size?”

148 Anton Milkeanda: “It is a great question, but we honestly don’t know. As we go forward in the  
149 process, what is going to be important to everyone is to define the time of day that the traffic  
150 will be there, the number of trips, what we will have to do to improve the infrastructure based  
151 on what is already there. We do know we will have to make improvements, road widening  
152 and things currently and we are prepared to do that. It is equally as important to us as it is for  
153 you, that we are there, and we are operating with zero impact except for the good of the  
154 community.”

155 Ms. Bridgeo: “Have you brought this before the Board of Selectmen or the other Boards,  
156 have any other Boards seen this as a concept?”

157 Wayne Morrill: “We met with the Fire Department and that included the DPW, Economic  
158 Development and the Code Enforcement Officer.”

159 Ms. Bridgeo: “We don’t have Economic Development anymore. So, who was it?”

160 Mr. Coppelman: “Probably the Town Manager.”

161 Ms. Bridgeo: “One thing you did say was as a Town , the Board of Selectmen, you talked  
162 about changing the waterline to be brought into here because it is inadequate. Have you  
163 started conversations with DPW about that?”

164 Wayne Morrill: “It is only an 8-inch line and knowing the fire suppression that it is going to  
165 have to have. That fire suppression engineer will make sure that 12-inch line; it needs to be  
166 changed from an 8 to a 12 to make sure we have adequate fire suppression.”

167 Ms. Bridgeo: “Our Walmart Distribution Center which is just 1 exit down is 600 trucks a day  
168 when they went in 20 years ago. They have 200 bays in there. That is 600 trucks a day  
169 versus they are almost comparable in the number of bays, actually their parking and bays  
170 are significantly larger than Walmart’s 600 trucks a day.”

171 Anton Milkeanda: “We are working with 2 different tenants right now. As far as trips and  
172 doors right now it is too early for us because we haven’t locked in exactly what we will be  
173 doing but as we get more information and make those commitments we will be coming back  
174 with the trips, with the doors, with what everyone will need to know especially on traffic.”

175 Ms. Gott: "The amount, approximately, of impervious surface?"

176 Wayne Morrill: "It is going to be close to a million square feet. It is going to be full circulation  
177 all the way around. There will be a drive lane for the pedestrian cars going to the office but  
178 then a truck route around the actual building."

179 Ms. Gott: "Where is it now with the pit and how much is going to stay? Are you going to have  
180 to dig more stuff out? You said you are going to have to raise the floor. How much more has  
181 to be done rock wise has to be done there? "

182 Wayne Morrill: "So right now they are only about halfway back on their Alteration of Terrain  
183 Permit. So, we are going to have to go the entire way back. So, they are about halfway  
184 there. As we go back some of that material will be coming in and filling some of the floor.  
185 Some of that material will help us get to the right elevation. So, there is still a significant  
186 amount to go. Once we get going and right now the pit is going to keep on operating. When  
187 we get in there and get going it is probably going to be about 10 -12 months. Our property  
188 ends at the rail trail."

189 Angus Leary (?): "I believe we have a right of way though."

190 Wayne Morrill: "That is one of things we will have to look into."

191 Angus Leary (?): "If I remember right, it was for non-commercial traffic."

192 Ms. Gott: "The lagoons? You guys know all about those? The history of those and all of your  
193 plans for dealing with that?"

194 Anton Milkeanda: "Yep."

195 Ms. Gott: "As you come off the cul de sac your plan is to have on the left, so it is clockwise  
196 circulation for people coming out of your facility, is that what you are saying?"

197 Wayne Morrill: "So that is what is shown on that plan right now and we will define that as we  
198 go forward and make sure when we get the final building location and layout there will be two  
199 separate patterns one will be for the pedestrian cars and one to make sure the truck route  
200 stays away from the people and the parking for the office."

201 Ms. Gott: "Are there any shoreline protection issues because of the pond?"

202 Wayne Morrill: "That is not a protected body of water that we abut, and we will be more than  
203 250 feet away from that water."

204 Ms. Gott: "Aquifer, you are aware you are over our aquifer?"

205 Wayne Morrill: "Yes."

206 Maureen Fitton: "What are the hours of operation? Is it 24/7 like the Walmart distribution  
207 center?"

208 Wayne Morrill: "So right now we don't know. We don't know the answer because we haven't  
209 defined who the tenant is? I don't think that it would be but right now we just aren't sure."

210 Mr. Coppelman: "Just a reminder that this is a non-binding discussion. These are not firm  
211 plans. At some point the applicant will probably come back with a formal application, at  
212 which point the Board will get into all of those details about hours of operation, and all of that  
213 stuff."

214 Approval of minutes:

215 Motion:

216 Mr. Beauvilliers made a motion to accept the minute of September 16, 2021 as amended.  
217 Mr. Ayer seconded the motion. The motion passed with a vote of 5 in favor, 0 opposed and 0  
218 abstentions.

219 Mr. Reed: "Did you all get a letter from Lilac Drive? Let's just take a look at that if you would  
220 please. Mr. Reed read the letter (See attached). I believe this is requesting basically that this  
221 be posted and be part of one of the regular meetings"

222

223

224

225 Mr. Coppelman: "I worked for the agency that did these grants and I continue to work for  
226 them even now at times. So, disclosure I could be part of the process sometimes. The  
227 Planning Board is really not involved in one of these applications. The Planning Board can  
228 certainly support it by sending a letter to the Select Board or the Town Manager saying that  
229 they think it is a good idea, but beyond that it is public money that they would be seeking. It  
230 is Federal money through Housing and Urban Development to help repair some  
231 infrastructure. There really is no part to play and no action that this Board needs to take in  
232 regard to this."

233 Steven Boyson, The President of the Lilac Co-op Board: "What we did was we contacted the  
234 Town Manager to find out how we should approach, and he gave us information on how to  
235 reach our consultant Donna Lane. We were told that the Planning Board doesn't make a  
236 decision which is fine but that we should present the conceptual plan to the Planning Board."

237 Mr. Coppelman: "The hearing should they choose to go forward with it and the consultant is  
238 Donna Lane. She is a private consultant. She works on behalf of the applicants and the

239 Town to write the grant and submit it, and part of the process is that once the Town has  
240 agreed they want to support this; because the money comes through the Town and then it  
241 goes to the cooperative to get the work done. The Town is actually the recipient of the  
242 money which is why the Town is the applicant. Before the application can be submitted to  
243 CDFA a public hearing needs to take place and it is usually on the Select Board's agenda  
244 that that happens. There is no hearing that happens here. If you wanted to come to the  
245 Planning Board it would sort of, be in advance, just to give the Planning Board a sense of  
246 what you are planning to do. The Planning Board has no part in this process really.”

247 Mr. Reed: “Would you like to be put on our agenda so that you can present it so we could  
248 look at it and then give you a letter of recommendation.”

249 Mr. Coppelman: “They have a few months if they wanted to meet with the Planning Board  
250 and then of course they would have to meet with the Select Board. But there is time to do  
251 everything.”

252 Steven Boyson: “I do have a plan. It is a two-minute read really. It goes into detail about what  
253 we are doing and some of the costs, and Mr. Hammond is also helping us with the septic  
254 approval. All of that stuff we need to get done by an engineer. He didn't put a price tag on  
255 anything yet. Again, it is a conceptual idea. In this packet on the last page, we just received  
256 an estimate for 150 thousand to redo the roads. The Driveways which are in tough shape.  
257 Some of them are safety issues. Same thing with the roads. Also, we have drainage issues.  
258 We just have grass and dirt for drainage. We need to put in stone because it is backing up  
259 into members' yards and freezing over.”

260

261 Mr. Coppelman: “So basically it is improving some health and safety issues on the site and  
262 those will be partly funded, maybe fully funded depending on how it goes, with the public  
263 funds, which the Town will apply for, and that's it.”

264 Mr. Reed: “Basically they are asking will the Planning Board support improvements in the  
265 Lilac Drive Cooperative.”

266 Mr. Ayer: “I just don't understand why we are entertaining this since I don't know anything  
267 about these grants. I don't know if there are strings attached. I don't know anything about  
268 them. Do I support fixing your roads? Of course, I want you to fix your roads, but I don't know  
269 anything about these grants.”

270 Steven Boyson: “The grants there are more details to them, and I would be happy to supply  
271 it at a different meeting. But when we receive a certain amount of money, let's say it's  
272 250,000 disbursed over a certain amount of time, there is also a caveat that if the park is  
273 ever sold the grant money a portion of it, prorated at the sale would have to be paid back.  
274 The engineering studies have to be done. If the Board would like me to do a presentation of  
275 exactly how the steps work on this. I would be glad to do that.”

276 Ms. Gott: "I think that the Town is in a better position, Selectmen in terms of having Legal  
277 look at it, and I think that this is not within our purview. The items that we look at we are  
278 always looking at roads, septic systems, and all that kind of thing but the grant itself that  
279 helps fix those things, those are legal questions, and I am just not sure we are prepared to  
280 do that."

281 Mr. Coppelman: "When one of these grants is awarded the amount of paperwork and  
282 contractual obligations all the way around. On the part of the cooperative, part of the Town,  
283 you can imagine."

284 Motion:

285 Ms. Gott made a motion that the Planning Board endorses the septic systems, the  
286 infrastructure, and the roads of anything in our community but we have no direct purview in  
287 this matter. We support what you are attempting to do but we have no direct purview. Ms.  
288 Bridgeo seconded the motion. The motion passed with a vote of 5 in favor, 0 opposed and 0  
289 abstentions.

290 Mr. Reed: "We will forward that to the Selectmen."

291 Ms. Bridgeo read a letter from Carolyn Matthews (see attached).

292

293 Mr. Reed: "I did look into the things Carolyn said about funding There is currently in that CRF  
294 \$47,000 for Master Planning, so that was a little off, and there was no actual file. When Ernie  
295 was here, he worked on updating and re-codifying the Zoning but that was something they  
296 did annually."

297 Ms. Gott: "No, that was a special committee that Carolyn and Ernie worked on that."

298 Mr. Reed: "That file as far as Chris knows does not exist. Not as a file. We are looking further  
299 into it, but we could not identify that. I wanted to let you know that October 14th cannot be a  
300 meeting. We cannot have a meeting next week. The facilities are all used next week."

301 Ms. Gott: "I will say what I said the other day with what is going on Covid-wise having a large  
302 group is not wise right now. You may not be aware that this school has gone remote for  
303 these next two days."

304 Mr. Reed: "We are hoping to have a joint meeting on October 28th if things don't get worse  
305 and if people are available. So, the two additional things I wanted to talk about tonight were  
306 members of our Board, the officers of our Board, and the 3 things I asked each of you to  
307 come up with for this year's zoning articles, and then whatever Maddie has on her list.  
308 Basically, Jonathan's term is up in March next year. March of 2022. Right now, we have no  
309 alternates. We can approach this several ways. Normally we would have a Selectperson

310 here. Then we have a 6-person Board. That is not usually a good idea. So, my  
311 understanding, we could not find in the history of the Town of a chairman resigning and what  
312 the Board did. We have no problem functionality wise. But we are missing a person, and we  
313 have no alternates. We do not have to appoint someone this minute.”

314 Dee Luszcz, 39 Old Manchester Road: “I have had the application to submit to the Town  
315 Manager to be an alternate to the Planning Board so I will expedite that. I am very interested.  
316 This might be my third of not being an applicant. But I already read the handbook.”

317 Ms. Gott: “Why?”

318 Dee Luszcz: “My mom, the mother of 7 all within ten years. At home mom. Grew up in Lowell  
319 and for as far back as I could remember she was always volunteering with the school. She  
320 volunteered in the library. She volunteered for the PTA. Was the president of the PTA. We  
321 did canvassing for Ernie Herman, the School Board member that she supported. All seven of  
322 us have done community service in the past and continue to do so. I have been a Brownie  
323 leader. A Girl Scout leader. I have sat on the Budget Committee for the Town of Derry back  
324 when I raised my children in Derry. I was on the School Budget Committee. I was also on a  
325 Highway Safety Committee for the Town of Derry. I was on a booster club for the Boys and  
326 Girls club. I currently run Bingo for the American Legion. I have been running Bingo’s for well  
327 over 20 years for charities. I do get a stipend now for it. But I have always had a sense of  
328 community service and moving to Raymond it was our intention all along to get involved. We  
329 had a little stumbling block to get here but the minute that roadblock was lifted I immediately  
330 called Town Hall. I volunteer now for the 4th Of July Parade. My husband has volunteered  
331 for the Cub Scouts. So, it has really been a part of my being to do community service for the  
332 town which I live in. Anyone who knows me knows that I am an avid researcher and  
333 documenter. I have been working for the past 5 years for a plumbing contractor so now plans  
334 are second nature to me. I am very good with research, and I am very, very thorough. I feel I  
335 am very fair minded as well.”

336 Mr. Coppelman: “The other thing of course is that Planning Board Members are obligated to  
337 understand and follow the processes that are laid out by the State Laws, State RSA’s. There  
338 are Town regulations and ordinances which you have run the gauntlet on some of those  
339 already but those form the foundation of the discussions and the decisions that the Board  
340 makes. So, becoming familiar with all of those is important. There are some trainings that are  
341 offered that help to focus in on some of that stuff.”

342 Ms. Gott: “I guess I would prefer anyone to serve as an alternate first when they are able to. I  
343 think it is a valuable learning thing. That is how I started. Others went directly as a member. I  
344 just have always felt that it was pretty valuable experience to sit. I understand you have  
345 some experience already. Just for a short time I think it is a pretty valuable experience to sit  
346 as an alternate.”

347 Mr. Coppelman: “One of the benefits of doing it that way is that if the Board were to appoint  
348 you to the regular seat it would only be until March at which point you would then have to run

349 for the seat. Whereas alternates are appointed at the pleasure of the Board, and you don't  
350 have to run, and you can still participate especially since there is a shortage of a Board  
351 Member. You would automatically be sitting and acting as a Board Member."

352 Motion:

353 Mr. Ayer made a motion to appoint Diana Luszczyk as an alternate to the Planning Board. Mr.  
354 Beauvilliers seconded the motion. The motion passed with a vote of 5 in favor, 0 opposed  
355 and 0 abstentions.

356 Ms. Gott: "You will need to go through Ethics Training, and you can hop in on that one on the  
357 26th of October at 7pm here. It is a Tuesday."

358 Mr. Reed: "Do you want to elect new officers?"

359

360

361 Motion:

362 Ms. Gott made a motion to elect Brad Reed as Chairman of the Planning Board. Mr.  
363 Beauvilliers seconded the motion. The motion passed with a vote of 5 in favor, 0 opposed  
364 and 0 abstentions.

365 Motion:

366 Ms. Gott made a motion to elect Patricia Bridgeo as Vice-Chairman of the Planning Board.  
367 Mr. Beauvilliers seconded the motion. The motion passed with a vote of 5 in favor, 0  
368 opposed and 0 abstentions.

369 Mr. Reed: "Trish is going to serve as Vice -Chair and Secretary until the end of this term  
370 which will be March."

371 Madeleine Dilonno: "So a while back we talked about the DES Source Water Protection  
372 Grant and possibly applying for that. For a number of reasons, we have been focusing on  
373 warrant articles, the Master Plan, it is a little late now to apply for that. That being said, at  
374 Rockingham Planning Commission we are applying as a Commission to help up to 5  
375 communities strictly with updating regulations related to groundwater and drinking water. My  
376 colleague Judd Robbins sent out an email seeking input. All you would need to do is provide  
377 a letter of support and we are going to apply for the grant anyway. This would be to update  
378 your regulations for next year to start in Spring 2022 and Fall 2023. Is that something you  
379 would like to provide a letter of support for?"

380 Mr. Reed: "Yes."

381 Madeleine Dilonno: "There is no match required. No huge ask."

382 Mr. Reed: "Is there a particular form they want to use?"

383 Madeleine Dilonno: "I have a template. It is pretty much already written. I just need a few  
384 items."

385 Motion:

386 Mr. Reed made a motion to send a letter supporting RPC in the groundwater grant. Ms.  
387 Bridgeo seconded the motion. The motion passed with a vote of 5 in favor, 0 opposed and 0  
388 abstentions.

389 Mr. Reed: "I promised you an opportunity to share your 3 most wanted Zoning changes this  
390 evening."

391 Mr. Coppelman: "I think those were intended for that special meeting."

392 Mr. Reed: "Just so you know my 3 are solar zoning, which is nonexistent. Air BnB's which  
393 are showing up everywhere where somebody could come in and like on a nice piece of  
394 property on a lake, buy the property and basically turn it into a commercial site. We don't  
395 really have a whole lot in there that addresses that."

396 Mr. Coppelman: "It falls under a more generic category called short term rentals. That is one  
397 form of it. It could be other mechanisms too."

398 Mr. Reed: "Then the one we always seem to have overlap on are these setback regulations.  
399 I would like to start to clean those up. It almost seems like every time we meet with someone  
400 it has to do with a setback. So, I would like to see that they all at least agree."

401 "I got a letter addressed to Jonathan from RPC about funding. It is addressed to the  
402 Selectmen, but we were copied on it."

403 Mr. Copleman: "It is the dues. It is a Selectman issue."

404 Ms. Gott: "Is there a report on what happened at RPC this month?"

405 Ms. Bridgeo: "We already talked about it. But last week there was a "GACIT" meeting. Scott  
406 Campbell from the Board of Selectmen came as well and there is a lot of information, more  
407 than we want to go into right now but we should at some point disseminate some of this  
408 information across not only to the Board of Selectmen but to ourselves. Some of the areas of  
409 concern, Portsmouth, was there at the meeting and Portsmouth listened for hours. Basically,  
410 how the growth and the change in Portsmouth in certain area has caused pollution, noise  
411 problems, Parents were there. It is hard to see into the future but the way the growth is, and  
412 they were all there wanting a wall. They wanted a wall around this area. But the

413 perseverance of the group. They were quite tenacious. They spent most of the evening there  
414 talking about that. There was some discussion about funding. I don't know where in town we  
415 go to these types of things to plan or look at. How the State is making plans. Talking about  
416 roads and bridges and our involvement in that, and how we percolate that information up and  
417 down. So, we all know what is going on. Where the funding is going. How the funding is  
418 being given out when the funding is going to be appropriated. I don't know when they put in  
419 for Rails to Trails. We have Rails to Trails in town. What have we done as a town to see  
420 about funding? There is too much information to talk about here, but I think it is important to  
421 our town that we start to follow some of what is going at the State. Epping their concern is  
422 that they want to add another exit. They want an exit between 5 and 6. There are things  
423 going on that are going to effect and impact us. How do we get ourselves to have more  
424 congruity? "

425 Mr. Coppelman: "These are a series of hearings that happen once a week now. GACIT is an  
426 acronym for Governor's Advisory Council or Committee for Inter-modal Transportation and  
427 part of the requirement is that they hold public hearings in the communities that are served,  
428 and the Department of Transportation gets to listen to comments from towns and public. It  
429 revolves around the approval of the ten-year plan. The Town's input happens partly through  
430 its commissioners. In addition to commission meetings some of those meetings are  
431 designated as transportation through the (MPO), the Metropolitan Planning Organization and  
432 a lot of that gets discussed at the MPO meetings. "

433 Ms. Bridgeo: "I don't mean to shirk but that is a big responsibility to say I am sitting, and  
434 Scott was with me, but something such as bike trails, that is what a huge other group came  
435 in to discuss. I think that as far as our town that is an important thing. We have two  
436 commissioners to sit and attend. How do we get this information so that it comes back to the  
437 town and then we can act upon it? "

438 Mr. Coppelman: "It is not an easy process to get or explain. The other thing that happens as  
439 part of this process is that there is a Technical Advisory Committee called the TAC which  
440 again meets as a separate body and provides guidance and input to the Transportation  
441 Planning. I don't know if Raymond has a TAC member."

442 Ms. Gott: "I don't believe so."

443 Mr. Coppelman: "Each town should have a representative. That representative doesn't need  
444 to be a Board Member. It could be a member of the public. It would be good. It would be  
445 another way to be part of the process and to get some of the town's interested projects in  
446 front of somebody and get some visibility."

447 Ms. Gott: "Is Christina still on, she had a position on the executive board or something?"

448 Mr. Coppelman: "She just got reappointed along with Patricia to be a rep. She was on the  
449 executive committee. She didn't attend the meeting that Patricia was at. Hopefully she will be  
450 at the next one. I believe the intent was to bring her back onto the executive committee."

451 Mr. Reed: "According to this they are supposed to present their recommendations to the  
452 Governor's Advisory Committee by July 1st of each odd numbered year. So, are they  
453 starting the next one that will be in 2023? Is that what they are starting to work on?"

454 Mr. Copleman: "I believe you are correct."

455 Ms. Bridgeo: "Some of the projects seemed to be staggered."

456

457 Mr. Reed: "Right now our next meeting is the 21st. Which is a regular meeting with a 5:30  
458 site walk at Mega-X."

459 Motion:

460 Ms. Bridgeo made a motion to adjourn. Mr. Beauvilliers seconded the motion. The motion  
461 passed with a vote of 5 in favor, 0 opposed and 0 abstentions.

462 The meeting adjourned at approximately 9:04 pm.

463 Respectfully submitted,

464 Jill A. Vadeboncoeur

465

466

467

468

469

470

471

472

473

474

Re: PB Work session

Jonathan N Wood <jnwood@comcast.net>

Fri 9/24/2021 7:50 AM

To: Christina McCarthy <cmccarthy@raymondnh.gov>; brad@icreed.com <brad@icreed.com>; jebovia@comcast.net <jebovia@comcast.net>; Kevin Woods <rctvnh@gmail.com>; George Plante <gplante@raymondnh.gov>; gcoppelman@gmail.com <gcoppelman@gmail.com>; mrsvaddy@gmail.com <mrsvaddy@gmail.com>; Kelly Giberson <kgiberson@raymondnh.gov>; mrpaullynn@gmail.com <mrpaullynn@gmail.com>; silhouettefarm@comcast.net <silhouettefarm@comcast.net>; PAUL.AYER@COMCAST.NET <PAUL.AYER@COMCAST.NET>  
Cc: Madeleine Dilonno <mdiionno@therpc.org>

Raymond Planning Board

Vice Chairman Brad Reed

I have served the town of Raymond on the Planning Board as an appointed member, selectmen's representative and as an elected member since 2002. It is time to give it a rest. By this letter, I hereby resign.

Jonathan N Wood

---

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To: [cmccarthy@raymondnh.gov](mailto:cmccarthy@raymondnh.gov) [Remove this sender from my allow list](#)

From: [jnwood@comcast.net](mailto:jnwood@comcast.net)

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PB Set.23

Carolyn Matthews <matthews1981@comcast.net>

Fri 9/24/2021 12:17 AM

To: brad@icreed.com <brad@icreed.com>

Cc: jnwood@comcast.net <jnwood@comcast.net>; Christina McCarthy <cmccarthy@raymondnh.gov>

9/23/2001

To Brad (and the Planning Board):

Good to see you in the chair tonight, good to see the Planning Board engaged in the initial steps of creating a new Master Plan, wonderful to see members of the public attend and thanks to Trish for speaking out so enthusiastically about engaging the public. Also, great to see RPC willing to offer support, especially with helping the board create a more user friendly plan. I hope you decide to include a list of action items that can be reviewed annually.

About funding:

The Capital Improvement Plan has a line item for Master Planning, and the Capital Reserve Fund for Master Planning currently has about \$60,000. You might ask the CIP committee to consider more funding for this line item in this year's CIP warrant article, not just to help fund the work but also to build public education and support for master planning via Deliberative and the ballot process. Another source of funding would be the town's new one-time/cyclic contingency fund, so you might want to talk to the Selectmen about including some funding via that warrant article also. .

Once again I support for public outreach, early and in some depth. Almost all the controversy I have seen in Raymond for the 18 years I have lived here, right up to the present day, has stemmed from our tendency as leaders to expect the public to come to us instead of inviting the public into the process early on. Please consider a Saturday community meeting (led by RPC) prior to sending out a survey so that what goes on the survey is generated by interested citizens rather than solely by staff and leadership.

Finally, thanks to the board for their discussion on what a master plan truly is. For me the plan was a touchstone and a link to the citizens we serve, especially via the vision statement but also via the survey analysis.

I turned to those notes again and again. It's important to remember that the success of a survey is not measured solely by the number of surveys that are returned but rather by the quality of the survey to start with and the degree to which those who do choose to comment are engaged and prompted to offer thoughts and ideas.

Best of luck and thank you for your incredible service.

Carolyn PS During Ernie Creveling's tennure he worked with the Planning Board to completely update and re-codify the zoning code. You might try to locate that working file to see those areas he tackled and what he may have recommended for further study.

---

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[matthews1981@comcast.net](mailto:matthews1981@comcast.net)

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September 27, 2021  
Mrs. McCarthy  
C/O Town of Raymond NH Planning Board  
Raymond NH 03077

Dear Mrs. McCarthy,

Lilac Drive Co-op is requesting to be placed on the Planning Board agenda (schedule) in order to help facilitate a discussion of the possibility of a municipal submitted Community Development Block Grant (CDBG).

This CDBG application would be submitted to the NH Community Development Finance Authority (CDFA) grant funding to fund, in part or whole, septic replacements and road repairs at Lilac Cooperative. Lilac Cooperative is a not-for-profit member owned community of 26 Manufactured Homes.

We are a low to moderate income persons/households with no age restrictions.

We understand that the Planning Board would deliberate and make recommendations to the Board of Selectmen to support or not support the CDBG.

We will pay for any cost, if needed, of noticing to Abutters.

We understand that the Board of Selectmen would discuss the recommendations of the Planning Board in a legally posted Public Hearing and give direction to the Town Manager on how to proceed.

Thank you in advance for your consideration in this matter.

*Steven H. Boyson 603-490-1815*  
President  
Lilac Co-op BOD  
4 Lilac Ct.  
Raymond, NH 03077



# TOWN OF RAYMOND

Community Development Department  
Office of Planning & Zoning  
4 Epping Street  
Raymond, NH 03077

Tel: (603) 895-7018  
Fax: (603) 895-7064  
[http:// www.raymondnh.gov](http://www.raymondnh.gov)

## CONDITIONS OF APPROVAL

### Application #2021-016

Kent Special Permit  
Raymond Tax Map 39-4 Lot 11  
72 West Shore Drive, Raymond NH

**Date of Decision:** October 7, 2021

I make a motion to approve Application #2021-016, a special permit application at 72 West Shore Dr. (Tax Map 39-4 Lot 11) subject to the following conditions:

The following conditions shall apply:

1. The conditions of approval designated as conditions precedent must be completed within six (6) months, unless otherwise specified, or this approval shall become null and void.
  - a. A Performance Guarantee Agreement shall be executed between the Town of Raymond and the Applicant within 30 days (November 8, 2021). **Failure to execute the required agreement will result in plan approval revocation.**
2. Impact fees will not be imposed for this SPECIAL PERMIT.
3. The following items must be completed within twenty-four (24) months of the completion of conditions precedent for this project to constitute "active and substantial development or building" pursuant to RSA 674:39:
  - a. Completion of all proposed improvements.
4. The following items must be completed within five (5) years of the completion of conditions precedent for this project to constitute "substantial completion of the improvements" pursuant to RSA 674:39:
  - a. Completion of all proposed improvements.
5. This approval is subject to the following waivers, as granted by the Raymond Planning Board:
  - a. N/A
6. This approval is subject to the following variances, as granted by the Raymond Zoning Board of Adjustment:
  - a. N/A
7. This approval is subject to a Conditional Use Permit, as granted by the Planning Board:
  - a. N/A

8. Other Conditions imposed by the Planning Board:

- a. None.

Any persons aggrieved by any decision of the Planning Board concerning a plat or subdivision may present to the Superior Court a petition in accordance with New Hampshire RSA 677:15 (or, as applicable, to the Zoning Board of Adjustment pursuant to RSA 676:5, III), within thirty (30) days of the Date of Decision identified above. This notice has been placed on file and made available for public inspection in the records of the Planning Board.

<b>Member Name</b>	<b>Motion/Second</b>	<b>Approve</b>	<b>Deny</b>	<b>Abstain</b>	<b>Recuse</b>
<b>OPEN</b>					
<b>Brad Reed, Vice Chair</b>					
<b>Gretchen Gott</b>					
<b>Patricia Bridgeo</b>					
<b>John Beauvilliers</b>					
<b>George Plante, Selectmen Rep.</b>					
<b>Paul Ayer</b>					
<b>Paul Lynn, Alt.</b>					

\_\_\_\_\_  
PLANNING DEPT NAME & TITLE

\_\_\_\_\_  
Date

Re: Ordinance Working Group/School Mask Mandate

Paul Lynn <mrpaullynn@gmail.com>

Fri 10/1/2021 9:48 AM

To: Christina McCarthy <cmccarthy@raymondnh.gov>

Dear planning board members,

This notice is to inform you that I must resign as alternate member. I am having pressing medical issues and just can't commit to the job as it requires. I appreciate the opportunity to serve and wish you all the best in the future.

Sincerely,

Paul Lynn

On Fri, Oct 1, 2021, 10:59 AM Christina McCarthy <cmccarthy@raymondnh.gov> wrote:

Hello everyone,

This email is serving two purposes one the Planning Board would like to do a zoning ordinance work session to include all of you on October 14, 2021. I will notice a possible quorum of the ZBA.

Next, I have been informed that as of today there is a mandatory mask mandate for the Raymond school district. This means that anyone who sits on a Board will be required to wear a mask if you will be attending a Board meeting. The school has had a COVID break out.

Christina McCarthy  
Tax Collector  
Town of Raymond  
4 Epping Street  
Raymond NH 03077  
603-895-7016  
[cmccarthy@raymondnh.gov](mailto:cmccarthy@raymondnh.gov)

*To be the BEST, you must be able to handle the WORST*

---

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From: [mrpaullynn@gmail.com](mailto:mrpaullynn@gmail.com)

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## Cons Com site walk on Map 39 lot 11

macpark1@comcast.net <macpark1@comcast.net>

Wed 10/14/2021 10:05 AM

To: Christina McCarthy <cmccarthy@raymondnh.gov>

Greetings Chris,

The Conservation Committee conducted a site walk yesterday for property Tax map 39, lot11. The applicant requested a special permit to install a post and beam fence.

The members viewed the site and had no concerns with this project. Am wondering if this will be put on the planning board agenda, as a conditional approval since our next meeting will not be until the 13<sup>th</sup>?

Thank you,

Kathy McDonald

(Cons Comm vice chair)

---

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From: macpark1@comcast.net

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September 27, 2021  
Mrs. McCarthy  
C/O Town of Raymond NH Planning Board  
Raymond NH 03077

Dear Mrs. McCarthy,

Lilac Drive Co-op is requesting to be placed on the Planning Board agenda (schedule) in order to help facilitate a discussion of the possibility of a municipal submitted Community Development Block Grant (CDBG).

This CDBG application would be submitted to the NH Community Development Finance Authority (CDFA) grant funding to fund, in part or whole, septic replacements and road repairs at Lilac Cooperative. Lilac Cooperative is a not-for-profit member owned community of 26 Manufactured Homes.

We are a low to moderate income persons/households with no age restrictions.

We understand that the Planning Board would deliberate and make recommendations to the Board of Selectmen to support or not support the CDBG.

We will pay for any cost, if needed, of noticing to Abutters.

We understand that the Board of Selectmen would discuss the recommendations of the Planning Board in a legally posted Public Hearing and give direction to the Town Manager on how to proceed.

Thank you in advance for your consideration in this matter.

  
Steven H. Boyson 603-490-1815  
President  
Lilac Co-op BOD  
4 Lilac Ct.  
Raymond, NH 03077

2021-~~2020~~

October 7, 2021

From: Lilac Drive Cooperative  
22 Lilac Ct. Raymond NH 03077

To: the Town of Raymond NH (Planning Board).

Proposed Conceptual Plan for Application for Community  
Development Block Grant Funds.

1. Septic tanks and leach fields.  
See attached memo from Hammond.
2. Road repairs, repaving. Also, driveway repairs and repaving due to safety issues.
3. Address drainage problems/overflows.

Respectfully submitted, on behalf of the Board of Directors.

Steven Boyson, President, Lilac Drive Cooperative.

text.000000

Fwd: This is from Hammond. Yes some tanks will have to be .and there is the possibility that some may have to be pump up systems. And the only way to determine that is to have a designer come in and do test pits .at that point the designer could tell if it's going to be a pump up or gravity. Like we did with yours .am not sure what your fed grant is going to require ?I would think perhaps at least test pits and state approved septic plans ?

# ACE PAVING LLC

"Making Life Smoother Since 1947"

189 Rockingham Rd. Derry NH 03038

Bonded & Insured ~ Free Estimates

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- Gravel
- Grading
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- Base
- Top

- Overlay
- State Top
- Curbing
- Landscaping
- Drainage Repair

- Seal Coat
- Crack Filler
- Striping
- Patchwork

- Remove Asphalt
- Remove Loam
- Excavating
- Asphalt Milling

**Description of Work:**

There is Appox 18,000 sq of road work to pave and regrade to all entrance and fill/fix cracks then apply tack coat and appox a 2-3 inch finish and then grade whats needed and then stringline all 26 drivewas and finish with appox 2-3 inch finish base.

Date: october 7, 2021

Sq. Footage:

in work description

Customer Name: Steve Boyson

Address: 4 Lilac ct. raymond NH

Phone #: Home \_\_\_\_\_ Cell: 603-505-8322 ext 2680

Email Address: SteveBoyson770@gmail.com

Total:

\$150,000

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing the above contract, you the customer are agreeing to work to be preformed at the above address, as outlined and explained by the contractor Ace Paving.

Ace Paving thanks you for your business.



Please "Like" us on Facebook at <http://www.facebook.com/pages/Ace-Paving-LLC/330445553670894>

Application No: \_\_\_\_\_  
Date Received: \_\_\_\_\_

**Special Permit Application-Mosquito/Black Fly**  
**NH Division of Pesticide Control**  
**PO BOX 2042 Concord NH 03302-2042**

12/10

**OFFICE USE ONLY**

Referred to:

	Approve	Disapprove	Signature	Date
Dept. Environ. Services	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Dept. Res. & Econ. Dev.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Fish & Game Department	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
State Entomologist	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Division Public Health	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Div. of Pesticide Control	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**Check here  if there are attached comments or conditions, or use space below**

Comments: \_\_\_\_\_

**APPLICANT INFORMATION**

1. Name of applicant (Individual, Municipality, Organization, Agency or Firm,):

Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ License#: \_\_\_\_\_  
Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell\* \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell\*. \_\_\_\_\_ E-mail\* \_\_\_\_\_

2. Licensed pesticide applicator(s) (if other than the party named on Line 1):

Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ E-Mail \_\_\_\_\_  
Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell\* \_\_\_\_\_ License#: \_\_\_\_\_

3. Client on whose behalf the application is being made (if other than shown on Lines 1 or 2):

Name (Person, Organization, Town): \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail \_\_\_\_\_  
Contact/Spokesperson (if other than above): \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell\*. \_\_\_\_\_ E-mail\* \_\_\_\_\_

\* Cell # and E-mail address Optional

**TREATMENT INFORMATION**

4. Have there been any previous special permits issued to conduct pesticide applications at this site (whether or not pesticide were actually applied)? Yes  No .

If Yes, indicate permit number and year of most recent permit:

Permit #: SP# - \_\_\_\_\_ Year: \_\_\_\_\_

**5. Reason for Pesticide Application**

a. State factor(s) that will be applied to determine need for treatment. Include or attach any surveys or other data, as available. \_\_\_\_\_  
 \_\_\_\_\_

b. Who will make the determination? \_\_\_\_\_

**6. Description of Application**

a. Target organism(s): \_\_\_\_\_  
 \_\_\_\_\_

b. Application Method(s) – Type of Equipment, Nozzles, etc.

(1) For Adulticiding: \_\_\_\_\_  
 \_\_\_\_\_

(2) For Larviciding: \_\_\_\_\_  
 \_\_\_\_\_

c. Calibration – Describe method and frequency of calibration for each type of equipment used: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

d. Pesticides to be used (check here  if list is attached):  
**[ATTACH COPIES OF COMPLETE LABELS]**

Product Name	EPA Reg. No.	Formulation	Application Rate



**7. Treatment and Monitoring Area(s)**

a. Attach map(s) of a scale of 1:24000 or greater, where the scale is sufficient to show important details of the treatment and surrounding areas, where such maps include:

- (1) Proposed Treatment areas, including
  - (a) Adulticiding routes
  - (b) Larviciding locations
- (2) Adjacent areas
- (3) Land types and vegetation
- (4) Surface waters
- (5) Public water supply surface waters and wells
- (6) Topographic features

b. Description of treatment area(s) (**Attach as necessary**):

(1) Location and Description of treatment areas (reference to map):

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(2) Are there potential treatment sites on state-owned land? Yes  No .  
If "Yes" delineate on map and name the site(s): \_\_\_\_\_

---

---

(3) List all activities or entities that might be affected by the treatments, such as apiaries, schools, recreational areas, crops, ornamental nurseries, etc.

---

---

---

(4) Name(s) and location(s) of any public water supply wells or surface waters. Include well type (i.e. gravel packed, drilled, etc), if known: \_\_\_\_\_

---

---

---

c. Location(s) of Survey Sites (reference to map): \_\_\_\_\_

---

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8. Notifications and “No-Spray” requests

a. What methods of notification to abutters and others who might be affected by the proposal have been used?  Newspaper,  Direct Mailing,  Other.  
(If *Other*, please specify): \_\_\_\_\_

b. Please attach copies or samples of notifications sent to Newspapers, Residents, Health Officials, Beekeepers, and any others who are required to be notified of pending application.

c. Are there any persons who have requested no pesticides be applied to, or in the vicinity of their property? Yes  No . If yes, what is the basis of their objection (if known) and what actions will be taken by the pesticide applicator to accommodate such requests? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Has this proposed control program been approved by vote at a town meeting? Yes  No . If “No” certain restrictions on the conduction of larviciding programs will go into force. These limitations will be delineated in the special permit, if issued.

10. Will the proposed program be conducted in accordance with the current *New Hampshire Arboviral Illness, Surveillance, Prevention and Response Plan* guidelines? Yes  No . If “No,” certain restrictions to the program may be imposed and will be delineated in the special permit, if issued.

**SIGNATURES**

11. By the signature(s) below, the signatories attest that the information provided in this application is accurate and true, and they acknowledge that falsification of information will result in denial of a special permit.

**Applicant** (Person named under Line 1 of this form):

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\* Print or Type Name and Title: \_\_\_\_\_

Affiliation: \_\_\_\_\_

**Pesticide Applicator** (From Line 2, if not the Applicant)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\* Print or Type Name: \_\_\_\_\_

**Client** (Person named on Line 3 of this form):

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\* Print or Type Name and Title: \_\_\_\_\_  
Affiliation: \_\_\_\_\_

**\* INCOMPLETE FORMS, OR FORMS WITH ILLEGIBLY PRINTED NAMES WILL  
BE RETURNED**

**NOTE: An Original, Signed Application must be submitted, to include all maps, labels, and support information. Four (4) complete copies must also be submitted. In some cases the copies, or portions thereof, may be submitted electronically. Contact the Division of Pesticide Control to determine the form in which copies may be submitted. Submit the application to the address shown at the head of this form. Where electronic copies will be allowed, the appropriate e-mail address will be provided, as needed.**

**ALLOW 120 DAYS FOR PROCESSING**

This package contains (please check all that apply):

- Signed, dated, and completed application form with legible name(s)
- Maps of appropriate scale containing all required information
- Copies of complete labels of pesticides being proposed
- Copies of all required notices
- Copy of current NHB Report

Return to:  
Town of Raymond  
4 Epping St.  
Raymond, NH 03077

## **WARRANTY DEED**

**RE: Sandybrook Drive, Raymond, NH f.k.a. Perimeter Road**

KNOW ALL MEN BY THESE PRESENTS, that **JEMCO PROPERTIES, LLC**, f.k.a. **JMJ PROPERTIES, LLC**, a New Hampshire limited liability company of 118 Rockingham Road, Londonderry, NH 03053, for consideration paid, GRANTS TO, the **Town of Raymond**, a municipal corporation with a mailing address of 4 Epping Street, Town of Raymond, County of Rockingham, state of New Hampshire 03077, WITH WARRANTY COVENANTS,

A certain parcel of land described as a 50' R.O.W. (Right of Way) identified as proposed "Perimeter Road" located off of Blueberry Hill Road, Town of Raymond, County of Rockingham, and State of New Hampshire, together with all drainage infrastructure and access easements shown on a "A Survey and Plan of Conservation Subdivision of Land of Gillingham Road, LLC prepared for OMLC, LLC and situated in the Town of Raymond, NH" prepared by RSL Layout & Design, Inc., dated 9-28-05, last revised on 7-11-06, approved by Town of Raymond Planning Board on 9-1-05, and recorded in Rockingham County Registry of Deeds ("RCRD") as Plan No. D-34677 (the "Plan") more particularly bounded and described in Exhibit A, annexed hereto and made a part hereof, said conveyance for all public roadway purposes including, but not limited to, the operation, installation, construction, maintenance, repair, inspection, replacement and removal of gravel or paved surfaces; trees, grass and landscaping; utility lines, poles and conduits; surface or subsurface drainage facilities; and all other appurtenances usually found in a public roadway. Said "Perimeter Road" to be named "Sandybrook Drive" pursuant to the Notice of Decision of the Planning Board dated September 1, 2005.

This is not homestead property.

MEANING AND INTENDING to describe and convey a portion of the premises conveyed to the Grantor by deed dated February 11, 2016 and recorded in the Rockingham County Registry of Deeds at Book 5691, Page 1890 on February 11, 2016. For further title reference, see Book 4291, Page 0206 recorded in the Rockingham County Registry of Deeds on May 14, 2004.

NO TRANSFER TAX DUE pursuant to NHRSA 78-B:2, I.

WITNESS my hand this \_\_\_\_ day of December, 2021.

**JEMCO Properties, LLC**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: Jean M. Gagnon  
Title: Member and designated  
Manager  
Duly authorized

COUNTY OF: ROCKINGHAM

STATE OF NEW HAMPSHIRE

On this \_\_\_\_ day of November 2021, personally appeared before me, the undersigned officer, Jean M. Gagnon, Member and designated Manager of JEMCO PROPERTIES, LLC, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument, and acknowledged the foregoing instrument as his true act and deed.

\_\_\_\_\_  
Notary Public / Justice of the Peace

Name:

Commission expires:

/seal/

## EXHIBIT A

### LEGAL DESCRIPTION OF **SANDYBROOK DRIVE**, FORMERLY NAMED PERIMETER ROAD

Beginning at a point, being the northerly edge of Sandybrook Drive at the westerly side of Blueberry Hill Road; said point being the POINT OF BEGINNING; thence

South  $06^{\circ}25'16''$  West, along Blueberry Hill Road, a distance of 17.28 feet to a point; thence

By a curve to the left having a radius of 204.32 feet along Blueberry Hill Road, an arc distance of 74.61 to a point at the southerly side of Sandybrook Drive; thence

By a curve to the left, having a radius of 25.00 feet, an arc distance of 31.94 feet; to a point; thence

North  $87^{\circ}42'34''$  West, a distance of 122.13 feet to the point; thence

By a curve to the right, with a radius of 225.00 feet, an arc distance of 26.72 feet to a point; thence

Continuing westerly along said curve, an arc distance of 87.89 feet to a point; thence

North  $58^{\circ}31'27''$  West, a distance of 66.82 feet to a point; thence

Continuing westerly along said line, a distance of 101.83 feet to a point, thence

By a curve to the left having a radius of 175.00 feet, an arc distance of 136.12 feet to a point; thence

Continuing southwesterly along said curve, an arc distance of 25.03 feet to a point; thence

Continuing southwesterly along said curve, an arc distance of 29.86 feet to a point, thence

By a curve to the left having a radius of 673.39 feet, an arc distance of 106.10 feet to a point; thence

Continuing southerly along said curve, an arc distance of 112.31 feet to a point; thence  
South  $40^{\circ}21'13''$  West, a distance of 110.94 feet to a point; thence

Continuing southerly along said line, a distance of 132.83 feet to a point; thence

Continuing southerly along said line, a distance of 134.41 feet to a point; thence

Continuing southerly along said line, a distance of 149.56 feet to a point; thence

Continuing southerly along said line, a distance of 151.75 feet to a point; thence

Continuing southerly along said line, a distance of 38.07 feet to a point; thence

By a curve to the left having a radius of 175.00 feet, an arc distance of 251.27 feet to a point; thence

Continuing easterly along said curve, an arc distance of 251.27 feet to a point; thence

North 55°49'10" East, a distance of 30.35 feet to a point; thence

Continuing northeasterly along said line, a distance of 150.37 feet to a point; thence

Continuing northeasterly along said line, a distance of 30.40 feet to a point; thence

By a curve to the right having a radius of 225.00 feet, an arc distance of 120.60 feet to a point; thence

Continuing easterly along said curve, a distance of 96.22 feet to a point; thence

Continuing easterly along said curve, an arc distance of 21.12 feet to a point; thence

South 63°35'25" East, a distance of 90.96 feet to a point; thence

Continuing easterly along said line, a distance of 49.22 feet to a point; thence

Continuing easterly along said line, a distance of 31.36 feet to a point; thence

By a curve to the left having a radius of 200.00 feet, an arc distance of 62.18 feet to a point; thence

Continuing northeasterly along said curve, an arc distance of 131.20 feet to a point; thence

North 61°00'32" East, a distance of 29.71 feet to a point; thence

By a curve to the right having a radius of 275.00 feet, an arc distance of 20.20 feet to a point; thence

Continuing northeasterly along said curve, an arc distance of 20.05 feet to a point; thence

Continuing northeasterly along said curve, an arc distance of 183.16 feet to a point; thence

South 70°27'26" East, a distance of 11.03 feet to a point; thence

By a curve to the left having a radius of 25.00 feet, an arc distance of 39.44 feet to a point at the westerly side of Blueberry Hill Road; thence

By a curve to the right having a radius of 702.51 feet along Blueberry Hill Road, an arc distance of 23.89 feet to a point; thence

South 21°05'23" West, along Blueberry Hill Road a distance of 76.99 feet to the point; thence

By a curve to the left, a radial distance having a radius of 25.00 feet, an arc distance of 39.95 feet to a point; thence

North 70°27'26" West, a distance of 8.72 feet to a point; thence

By a curve to the left having a radius of 225.00 feet, an arc distance of 135.18 to a point; thence

Continuing southwesterly along said curve an arc distance of 55.41 feet to a point; thence

South 61°00'32" West, a distance of 29.71 feet to a point; thence

By a curve to the right having a radius of 250.00 feet, an arc distance of 228.68 feet to a point; thence

Continuing westerly along said curve to a point; thence a distance of 13.05 feet to a point; thence

South 63°35'25" West, a distance of 93.71 feet to a point; thence

Continuing westerly along said line, a distance of 77.82 feet to a point; thence

By a curve to the left having a radius of 175.00 feet, an arc distance of 87.12 feet to a point; thence

Continuing southwesterly along said curve, an arc distance of 97.94 feet to a point; thence

South 55°49'10" West, a distance of 120.87 feet to a point; thence

Continuing southwesterly along said line, a distance of 90.25 feet to a point; thence

By a curve to the right having a radius of 225.00 feet, an arc a distance of 61.69 feet to a point; thence

Continuing southwesterly along said curve, an arc distance of 97.77 feet to a point; thence

Continuing westerly along said curve, an arc distance of 135.31 feet to a point; thence

Continuing northwesterly along said curve, an arc distance of 143.05 feet to a point; thence

Continuing northerly along said curve, an arc distance of 208.31 feet to a point; thence

North  $40^{\circ}21'13''$  East, a distance of 717.57 feet to a point; thence

By a curve to the right having a radius of 723.39 feet, an arc distance of 234.62 feet to a point; thence

By a curve to the right having a radius of 225.00 feet, an arc distance of 55.42 feet to a point; thence

Continuing northeasterly along said curve, an arc distance of 126.83 feet to a point; thence

Continuing easterly along said curve, an arc distance of 63.34 feet to a point; thence

South  $58^{\circ}31'27''$  East, a distance of 55.16 feet to a point; thence

Continuing easterly along said line, a distance of 113.49 feet to a point; thence

By a curve to the left having a radius of 175.00 feet, an arc distance of 89.14 feet to a point; thence

South  $87^{\circ}42'34''$  East, a distance of 7.58 feet to a point; thence

Continuing northeasterly along said line, a distance of 106.62 feet to a point; thence

By a curve to the left having a radius of 25.00 feet, an arc distance of 37.47 feet to the point of beginning.

Containing 162,154.79 square feet or 3.7226 acres, more or less.

**ACCEPTANCE BY TOWN OF RAYMOND**

After a duly noticed public hearing in accordance with RSA 674:40-a, III, held on December \_\_\_\_\_, 2021, the Raymond Board of Selectmen voted to accept the foregoing Warranty Deed and Sandybrook Dive as a Class V Town Road.

The Town's acceptance of the Sandybrook Drive Right of Way is expressly conditioned upon \_\_\_\_\_.

TOWN OF RAYMOND  
BOARD OF SELECTMEN

Date: December \_\_\_\_\_, 2021

By: \_\_\_\_\_  
George H. Plante, Chair

By: \_\_\_\_\_  
Kathleen M. Hoelzel, Vice Chair

By: \_\_\_\_\_  
Christopher W. Long, Member

By: \_\_\_\_\_  
D. Scott Campbell, Member

By: \_\_\_\_\_  
William R. Weldy, Member

**COUNTY OF: ROCKINGHAM**

**STATE OF NEW HAMPSHIRE**

On this \_\_\_\_\_ day of \_\_\_\_\_, 2021, personally appeared before me, George H. Plante, Kathleen M. Hoelzel, Christopher W. Long, D. Scott Campbell and William R. Weldy, known to me or satisfactorily proven to be, the persons whose names are subscribed to the foregoing instrument and acknowledged that they executed the same for the purposed therein contained.

\_\_\_\_\_  
Notary Public / Justice of the Peace  
Name:  
Commission expires:

/seal/

Return to:  
Town of Raymond  
4 Epping St.  
Raymond, NH 03077

## **SLOPE and DRAINAGE EASEMENTS DEED**

KNOW ALL MEN BY THESE PRESENTS, that **JEMCO PROPERTIES, LLC**, f/k/a **JMJ Properties, LLC**, a New Hampshire limited liability company of 118 Rockingham Road, Londonderry, New Hampshire, for consideration paid, GRANTS TO, the **Town of Raymond**, a municipal corporation with a mailing address of 4 Epping Street, Town of Raymond, County of Rockingham, state of New Hampshire 03077, WITH WARRANT COVENANTS:

### **SLOPE EASEMENT DESCRIPTION LOT 5-33, RCRD Plan No. D-34677**

A perpetual, non-exclusive right and slope easement over that certain tract or parcel of land on Lot 5-33, situated in the Town of Raymond, County of Rockingham, and State of New Hampshire; the purpose of this slope easement is for roadway purposes and includes, but is not limited to construction, fill, maintenance, and repair of slopes and embankments at such an angle as will hold the material of slopes conveyed in repose against ordinary erosion for the construction, repair and maintenance of the proposed "Perimeter Road" to be known as Sandybrook Drive, the area and location of said slope easement is as shown as "Slope Easement" on Sheet 6 of a Plan entitled "A Survey and Plan of Conservation Subdivision of Land of Gillingham Road, LLC prepared for OMLC, LLC and situated in the Town of Raymond, NH" prepared by RSL Layout & Design, Inc., dated 9-28-05, last revised on 7-11-06, approved by Town of Raymond Planning Board on 9-1-05, and recorded in Rockingham County Registry of Deeds ("RCRD") as Plan No. D-34677 (the "Plan");, and said slope easement is bounded and described as follows:

Beginning at a point at the westerly side of Blueberry Hill Road and the southerly side of Sandybrook Drive ("Perimeter Road"), at lot 5-33, said point being the point of beginning; thence

By a curve to the left having a radius of 25.00 feet along Sandybrook Drive ("Perimeter Road"),, an arc distance of 39.95 feet to a point; thence

North 70°27'26" West, along Sandybrook Drive ("Perimeter Road"), a distance of 8.72 feet to a point; thence

By a curve to the left having a radius of 225.00 feet along Sandybrook Drive ("Perimeter Road"), an arc distance of 135.18 feet to a point; thence

South 65°39'05" East, into lot 5-33, a distance of 48.63 feet to a point; thence

South 79°27'14" East, a distance of 113.84 feet, being the point of beginning.

Containing 4155 square feet or 0.10 acres, more or less

#### **DRAINAGE EASEMENT DESCRIPTION LOT 5-24, RCRD Plan D-34677**

A perpetual, non-exclusive right and drainage easement for stormwater to be detained and flowed over, across, upon, and through a certain tract or parcel of land, situated in the Town of Raymond, County of Rockingham, and State of New Hampshire; said parcel of land shown on said Plan as Lot 5-24, area on that lot burdened by this drainage easement, identified as "Drainage Easement" on Sheet 5 of the Plan more particularly bounded and described as follows:

Beginning at a point at the front corner of lots 5 and 5-24 at the northerly side of Sandybrook Drive ("Perimeter Road"), said point being the point of beginning; thence

North 25°15'14" West, along lot 5, a distance of 138.49 feet to a point; thence

South 64°36'10" West, into lot 5-24, a distance of 18.26 feet to a point; thence

South 18°15'24" East, a distance of 100.59 feet to a point at Sandybrook Drive ("Perimeter Road"); thence

South 63°35'25" East, along Sandybrook Drive ("Perimeter Road"), a distance of 49.22 feet, being the point of beginning.

Containing 3024 square feet or 0.07 acres, more or less.

#### **DRAINAGE EASEMENT DESCRIPTION LOT 5-32, RCRD PLAN NO. D-34677**

A perpetual, non-exclusive right and drainage easement for stormwater to be detained and flowed over, across, upon, and through a certain tract or parcel of land, situated in the Town of Raymond, County of Rockingham, and State of New Hampshire; said parcel of land shown on

said Plan as Lot 5-32, area on that lot burdened by this drainage easement , identified as “Drainage Easement” on Sheet 4 of the Plan more particularly bounded and described as follows:

Beginning at the front lot corner between lots 5 and 5-32 at the northerly side of Sandybrook Drive (“Perimeter Road”), at the westerly side of Blueberry Hill; thence

North 46°26'54" West, by lot 5 a distance of 86.39 feet to the point; thence

North 35°04'18" West, by lot 5 a distance of 33.74 feet to a point; thence

South 50°13'39" West, into lot 5-32 a distance of 36.66 feet to a point; thence

South 39°14'42" East, a distance of 95.22 feet to a point at the northerly side of Sandybrook Drive (“Perimeter Road”); thence

By a curve to the right having a radius of 275.00 feet along Sandybrook Drive (“Perimeter Road”) an arc distance of 9.54 feet to a point; thence

South 70°27'26" East, along Sandybrook Drive (“Perimeter Road”) a distance of 11.03 feet to a point; thence

By a curve to the left having a radius of 25.00 feet, along Sandybrook Drive (“Perimeter Road”) an arc distance of 39.44 feet to a point at the westerly side of Blueberry Hill Road, being the point of beginning.

Containing 4523 square feet or 0.10 acres, more or less.

The aforesaid easements shall be on the following conditions:

A. Use of said Easement Areas shall, except where required for construction, maintenance, and use for such easements’ intended purposes, not interfere with the use and enjoyment of the property of which the Easement Areas are a part.

B. The Grantor, for itself and its successors and assigns, hereby covenants that it will not erect or permit any building or any other structure or use upon the easement areas described above that, in the reasonable judgment of the Grantee, might unreasonably interfere with the proper maintenance and use of the easement areas for their intended purposes.

C. Grantor reserves for itself, and its successors and assigns, the right to grant further easements within the Easement Areas, provided such other grants and use shall not unreasonably interfere with Grantee’s use of such easements for their intended purposes nor interfere with the operation of any improvements in the respective slope easement and drainage easement conveyed hereby to the point where said improvements do not function correctly as intended.

D. All references to the “Grantor” in this easement shall include its successors and

assigns, including any homeowners' association established to maintain the Easement Areas and any infrastructure located thereon.

This is not homestead property.

NO TRANSFER TAX DUE pursuant to NHRSA 78-B:2, I.

MEANING AND INTENDING to describe and convey a portion of the premises conveyed to the Grantor by deed dated February 11, 2016 and recorded in the Rockingham County Registry of Deeds at Book 5691, Page 1890 on February 11, 2016. For further title reference, see Book 4291, Page 0206 recorded in the Rockingham County Registry of Deeds on May 14, 2004.

Executed this \_\_\_\_ day of December, 2021.

**JEMCO Properties, LLC**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: Jean M. Gagnon  
Title: Member and designated  
Manager  
Duly authorized

COUNTY OF: ROCKINGHAM

STATE OF NEW HAMPSHIRE

On this \_\_\_\_ day of December 2021, personally appeared before me, the undersigned officer, Jean M. Gagnon, Member and designated Manager of JEMCO PROPERTIES, LLC, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument, and acknowledged the foregoing instrument as his true act and deed.

/seal/

\_\_\_\_\_  
Notary Public / Justice of the Peace  
Name:  
Commission expires: