
TOWN OF GOFFSTOWN

BOARD OF SELECTMEN MEETING



FEBRUARY 8, 2016



Town of Goffstown

BOARD OF SELECTMEN

16 MAIN STREET
GOFFSTOWN, NH 03045
497-8990 x100 • FAX 497-8993

Feb. 8, 2016

SELECTMEN MEETING AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

- 6:00 pm 1. **Acceptance/Correction of minutes:** 2/1/16 public minutes
- 6:05 pm 2. **Announcements**
- 6:10 pm 3. **Public Comment**
- 6:20 pm 4. **Public Works Director Adam Jacobs re:**
- a. Right of Way Encumbrance - #34 College Road
 - b. CMAQ Update
 - c. Ten Year Plan Utility/Stakeholder Meeting (2/25 @3pm)
 - d. Joffre Street Turnaround
 - e. Overnight Lodging Request for Employee Development
 - f. Summer Internships
- 6:40 pm 5. **Town Administrator's Report**
- a. Selectmen Meeting Schedule
 - b. Consensus Folder
 - c. Assessor's Recommendations
 - d. RFP for DPW Uniform Rental and Laundering Services
 - e. 2016 Voters Guide (Draft of Town portion)
- 6:50 pm 6. **Selectmen Discussion**
- a. Committee Reports: Sewer Commission
 - b. New Business: No submissions
 - c. Old Business: Action Matrix
- 7:00 pm 7. **Public Comment**
- 7:10 pm 8. **Non-Public Session RSA 91-A:3 II, (b) hiring**

ADJOURN by 10:00 pm

The public is cordially invited to attend.
Except for scheduled public hearings all other times on the agenda are approximate.

Any person with a disability who wishes to attend this public meeting and needs to be provided a reasonable accommodation in order to participate, please call the Town Hall (497-8990 x100) at least 72 hours in advance so that arrangements can be made.

Town Administrator's Report

February 8, 2016

CALL TO ORDER

PLEDGE OF ALLEGIANCE

- 6:00 pm 1. **Acceptance/Correction of minutes:** 2/1/16 public minutes #1
- 6:05 pm 2. **Announcements** #2
- Traffic Alert re: Presidential Primary, Tuesday, February 9th
- 6:10 pm 3. **Public Comment**
- 6:20 pm 4. **Public Works Director Adam Jacobs re:**
- a. **Right of Way Encumbrance - #34 College Road** #4a
Enclosed is a memo from DPW Director detailing the right-of-way encumbrance at 34 College Road.
 - b. **CMAQ Update** #4b
Enclosed is a memo from the Finance Director detailing funds expended through 12/31/2015, use of impact fees, and CMAQ reimbursement revenues received.
 - c. **Ten Year Plan Utility/Stakeholder Meeting (2/25 @3pm)** #4c
Enclosed is a list of invitees for the Ten Year Plan Utility/Stakeholder meeting scheduled for Feb 25th at 3pm, Town Hall, Room 106.
 - d. **Joffre Street Turnaround** #4d
Enclosed is a diagram for potential turnaround easement area at end of Joffre Street.
 - e. **Overnight Lodging Request for Employee Development** #4e
Enclosed at tab #4d is a request from DPW Director for overnight lodging for Town Engineer.
 - f. **Summer Internships** #4f
Enclosed at tab #4e are advertisements for three DPW summer internships; two Stormwater Interns and one Engineering Intern.
- 6:30 pm 5. **Town Administrator's Report**
- a. Selectmen 2 Week Meeting Schedule

Tue. (2/9)	PRESIDENTIAL PRIMARY – Polls are open – 7:00 am to 7:00 pm		
Wed. (2/10)	6:30 pm	EDC	Room 106
Thu. (2/11)	7:00 pm	Planning Board	Room 106
Mon. (2/15) PRESIDENT'S DAY – Town Hall Closed			
Wed. (2/17)	6:30 pm	Library Trustees	Library
Wed. (2/17)	7:00 pm	Parks & Rec. Comm.	Parks & Rec Center
 - b. Consensus Folder
 - Employee Status Report: Dispatcher hire
 - Event Permit Application: From Out of the Woods Antique Center
465 Mast Road – Antique Show – 8/7/16
 - Proclamations

Motion needed to approve Consensus folder.

Town Administrator's Report

February 8, 2016

Town Administrator's Report cont.

c. Assessor's Recommendations

- Elderly Exemptions (recommended): Map 6, Lot 22-26
Map 3, Lot 37C12-107
Map 43, Lot 29
- Solar Energy Systems Exemption (recommended): Map 2, Lot 62-6
Map 21, Lot 111
Map 27, Lot 21

Motion needed to approve Assessor's recommendations.

d. RFP for DPW Uniform Rental and Laundering Services

#5d

Enclosed is a Request for Proposal for Uniform Rental & Laundering Services for DPW. Two options are available for bidders and the term of the proposed contract is three (3) years.

Motion needed to proceed with the RFP.

e. 2016 Voters Guide (Draft of Town portion)

#5e

Based upon Board discussions and presentations at the Deliberative Session, please find a draft Voters Guide explaining articles which will be on the official ballot. If you have any changes, then please email me before Monday night so that I can assemble the comments for the full Board's consideration. We plan to go to print by the end of next week.

Motion needed to approve 2016 Voters' Guide.

6:45 pm

6. **Selectmen Discussion**

- Committee Reports: Sewer Commission
- New Business: No submissions
- Old Business: Action Matrix

#6a

#6c

7:00 pm

7. **Public Comment**

7:10 pm

8. **Non-Public Session RSA 91-A:3 II, (b) hiring**

ADJOURN by 10:00 pm

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#1

In attendance were Chairman Peter Georgantas, Vice Chairman Mark Lemay, Selectman Collis Adams, Selectman Allen Brown, Selectman Scott Gross and Town Administrator Sue Desruisseaux.

6:00 pm CALL TO ORDER by Chairman Georgantas.

The Board said the Pledge of Allegiance.

ACCEPTANCE OF MINUTES – January 25, 2015

Vice Chairman Lemay made a motion to approve the public and non-public minutes to the Board of Selectmen meeting of January 25, 2016. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

ACCEPTANCE OF MINUTES - January 24, 2016

Vice Chairman Lemay made a motion to approve the public and non-public minutes to the Board of Selectmen meeting of January 24, 2016. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

ANNOUNCEMENTS

Chairman Georgantas said we have congratulations to George Maloney. He has an Associates in Science degree in Architectural Engineering Technology from NHTI. He works for our Highway Department and we encourage our employees to continue their education.

OATH OF OFFICE—Stephanie Beaudoin, Tax Collector

Chairman Georgantas said Stephanie Beaudoin is being appointed our Tax Collector because our current Tax Collector has retired. He administered the Oath of Office.

TOWN ADMINISTRATOR'S REPORT

Selectmen's Meeting Schedule

Town Administrator Desruisseaux said Tuesday at 4 pm there is a meeting of the Sewer Commission. Selectman Adams said he has it. Town Administrator Desruisseaux said Wednesday at 7 pm in the Craig Heiber Auditorium is the Town Deliberative Session. It doesn't look like we'll need the snow date the following day. This is the public's opportunity to see what they will be voting on in the Town Meeting in March, and to make any changes to the warrant.

Consensus Folder

Town Administrator said there is an employee status report for a paramedic rehire and an event permit application for Upreach Therapeutic Equestrian Center Royal Lipizzaner Stallions of Austria Shows on Labor Day weekend.

Vice Chairman Lemay made a motion to approve the Consensus folder. Selectman Adams seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Letter from NH Division of Historical Resources re: Eagle Scout Project

Town Administrator Desruisseaux said this letter is in the Selectmen's packets. The architectural historians have reviewed the proposed Scout project to install railings on the 1850 railroad bridge

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abutments. They ask that care be taken to minimize impacts to the historic materials (granite blocks) as much as possible. They have no objections to the project. David Pierce was good about getting us that letter.

Selectmen Annual Report

Town Administrator Desruisseaux said the Annual Report draft is in the Selectmen's packet. This is your opportunity to make any changes. She made a change today under "Budget" on the second page. The word "without" should have been "with." She asked if anyone else has changes.

Selectman Adams made a motion to approve the Annual Report with the change mentioned. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Rules of Procedure – amend Section 2.1.1 re: meeting schedule

Town Administrator Desruisseaux said the Board voted on January 11th to change meetings to the second and fourth Mondays of the month, beginning in February. However, we already had things planned in February, so she changed the Rules of Procedure for it to be effective in March.

Selectman Adams made a motion to approve the amendment to Section 2.1.1 Rules of Procedure. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Request for Out-of-State Overnight Conference from Police Chief

Town Administrator Desruisseaux said there is a request from the Police Chief for an out-of-state conference. The request is in your packets. It is to attend the IACP Conference.

Selectman Gross made a motion to approve the Police Chief's request for out-of-state travel to the IACP Conference. Selectman Adams seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

PUBLIC COMMENT—there was no comment from the public at 6:10 pm.

SELECTMEN'S DISCUSSION

Committee Reports:

HDC

Vice Chairman Lemay said there are a couple of updates. If all goes well, because the weather has been good, the company in charge of removing the fire escape and to start the work would like to start the work at the end of the month during the week of vacation. They will remove the fire escape and if it is still nice they will move on to other parts of the project.

Secondly, they talked about some grants. There are two grants they will be applying for and he would like the Board's approval. One is the Moose plate grant for 100% funding of projects up to \$10,000. The other is a CLG Priority 1 grant. They are required to list the Grasmere Town Hall on the State Registry, which they already are. The Commission voted in favor of pursuing both of those grants. They would like the Selectmen's approval to go ahead when the time comes.

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Town Administrator Desruisseaux said the Moose plate grant is for \$4,000 to install lighting to the fire escape and to install a safety handrail on the stage. The other is to hire an architectural historian to do the update of the Individual Resource Form.

Selectman Brown made a motion to approve the request to apply for the grants. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Town Administrator Desruisseaux asked which fire escape is being removed. They have the PO with Empire Sheet Metal for the side one, not the rear one. Chairman Georgantas said he thinks it's the other way around. Vice Chairman Lemay said he's removing the rear one. Town Administrator Desruisseaux said they put the rear one off to deal with the paint job. We do have encumbrances for the side one but not the back one. Vice Chairman Lemay said he would find out and get an answer.

Conservation Commission

Selectman Adams said the first request was from Chris Tartsa for relief from the outer 50 feet of the 100 foot buffer from the Surface Water Conservation District. The applicant wants to combine two lots and re-subdivide it to make an additional lot. Chris Tartsa is the one who renovated the house behind Sully's. There was discussion and the Commission had no issues with the subdivision but recommended the buffer be marked with plaques so nothing goes within 50 feet of the stream. There was a presentation and public discussion for the Alteration of Terrain permit for Woodland Village. This is off of Bog Road and has been kicking around for many years. The Alteration of Terrain permit ran out so he had to reapply under the new State standards for storm water design and storm water management. The Commission supported the change. It results in much better storm water management. The Commission voted to roll over the CD they have for another six months. David Nieman updated the Commission on the status of the Finke easement off of Montelona Road and on the status of the Black Brook Preserve. Planning Assistant Patty Gale advised the Board the Langley Easement off of Tatro Drive has been recorded.

NEW BUSINESS

Vice Chairman Lemay said he got a message from Marty Kennedy. The Technical Advisory Committee members have been chosen and we are scheduled to have our first meeting on February 10th from 1-3 pm at Manchester Community College. That is for the second phase of the Exit 6 & 7 I-293 program. Town Administrator Desruisseaux said DPW Director Jacobs and Town Engineer Meghan Theriault are also on that committee. Have they also received the email? Vice Chairman Lemay said they have. Selectman Adams said he wants to attend. Vice Chairman Lemay said the meeting is in room 100. Chairman Georgantas asked for Selectman Adams to be added to the list of participants so he will also get notifications.

OLD BUSINESS

Action matrix

Chairman Georgantas said we just had an update on Grasmere Town Hall. Town Administrator Desruisseaux said we met with the Sewer Commission prior to the Deliberative Session. She said regarding the EDSAT review, the professor was looking to come up on February 15th. That is a holiday. He was also looking to come up during the day, but the Board members and other

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committee members also work during the day. He is also concerned about traffic so we were looking at a Saturday. We're waiting to hear back from the majority of people what is feasible.

Chairman Georgantas asked if we are still waiting on the study. Town Administrator Desruisseaux said that is coming in April. Town Administrator Desruisseaux said the online interviews will be completed Tuesday. The questionnaire they sent us will also be done this week. They are almost done their survey of other towns. Only one of the towns we picked, that being Amherst, couldn't participate because they were too busy.

Selectman Gross asked if the Post Office issue is staying on the matrix. Town Administrator Desruisseaux said Jean Shaheen's office called the other day to confirm we want a letter. She asked them to check to see if there was any other methodology besides a survey. It should be done with a dialogue where you can give them all the information and have a conversation. If there are questions they can get their answers there. And then have a vote.

Vice Chairman Lemay said they had another incident of a Manchester street and a Goffstown street. He went out on the call. Chairman Georgantas said he wants to leave the issue on the matrix if we still have something in the fire. It also brings it to the forefront each month. Town Administrator Desruisseaux said she thinks it would carry more weight with the Post Office if the people of Pinardville got a petition signed by the majority and forwarded it to the Post Office. Selectman Adams said we also talked of options such as renaming streets. He's not sure which is more palatable to the people of Pinardville. Town Administrator Desruisseaux said 911 and the Fire Chief also suggested renaming streets. It's about 30 streets. Selectman Gross said we could also change the number of the address so there are no conflicts with the Manchester streets. Selectman Brown asked if it would take the same negative on that. Town Administrator Desruisseaux said it is not within their jurisdiction. It involves a lot of changes with the residents' financial institutions.

Chairman Georgantas confirmed Selectman Adams is still working with the Planning Board to draft a letter to the NH DOT and that the department head's evaluations are on schedule. Town Administrator Desruisseaux said they wanted to wait for the reviews until after the Deliberative Session. She can schedule that for next week. She said they are just waiting for the paperwork for the Finke easement. Then the Board can sign it and it can be recorded.

Selectman Gross said he had spoken with Chairman Georgantas about the Town Clerk's office and Election Day. Chairman Georgantas said they have a plan and that is to close the tax office. He explained there was concern that no one would be in the Town Clerk's office because she has been promoted to Tax Collector. Town Administrator Desruisseaux said she is still a municipal agent so she can still do motor vehicle registrations. Chairman Georgantas said we thought the way to handle it with the least impact to the taxpayer was to close the tax office for that day. Town Administrator Desruisseaux said if someone comes in to make a tax payment she can do it in the Town Clerk's office. We also still have Renee here on February 9th and she can handle the tax payments. Selectman Gross said because of the scope of this primary and the one in November, is it realistic to keep the Clerk's office open? We don't decide. It is ultimately the Clerk's decision.

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Town Administrator Desruisseaux said she would like it open because someone has to check on the absentee ballots. If any get delivered we have to get them over to the school. Selectman Gross said he wasn't sure how it would work if she decided she wanted to close the office. Town Administrator Desruisseaux said if she wanted to do that she would let me know and I would bring it to you. She and Town Clerk Ball had discussed it and it was taken care of.

6:25 pm Selectman Adams made a motion to adjourn. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Respectfully submitted,

Gail Labrecque
Recording Secretary

Subject to approval by the Board of Selectmen.

NEWS RELEASE

TRAFFIC ALERT

GOFFSTOWN

February 7, 2016

GOFFSTOWN – On Tuesday February 9, 2016, the Presidential Primary Election will be taking place at Bartlett School in Pinardville and at Goffstown High School. Due to an expected high volume of voter participation, traffic is expected to be heavy along Mast Rd/Route 114. In order to ease the flow of traffic, the Goffstown Police Department asks motorists to seek alternate routes through town. Voters at the high school are asked that, if at all possible, use Shirley Hill Rd to Wallace Rd to get to the voting location. Commuters driving to points north and west of Goffstown Village on Route 114/Mast Rd are urged to take Henry Bridge Rd to Elm St. to Main St.

The use of these alternate routes will ease the backup of traffic at the roundabout near Wallace Rd. and reduce delays in getting to the polls. Police officers and CERT members will be in place at the high school to assist with parking and traffic flow and a shuttle bus will be circling the high school campus to assist voters who need to park in the rear parking lot in getting to the entrance.

If you have any questions, please contact the Goffstown Police Department at (603) 497-4858. Thank you, in advance, for your cooperation and patience.

#4a

Memorandum

To: Board of Selectmen

From: Adam L. Jacobs, Director of Public Works

Date: February 4th, 2016

Re: RIGHT OF WAY ENCUMBRANCE - #34 COLLEGE ROAD

As discussed at the January 25th meeting, the 2016 road plan includes reconstruction of College Road from Mast Road to St. Anselm Drive. This project includes drainage and sewer upgrades, as well as sidewalk construction. As is usually the case in the urban areas of Pinardville, there are a handful of private encumbrances in the highway right-of-way (ROW). These encumbrances are typically minor in nature and are handled case-by-case during project planning.

One of these locations, #34 College Road, involves a retaining wall that is large enough to represent more of a challenge than usual. The 6' high wall has been constructed approximately 8' into the ROW along most of its length, as verified by the recently completed project area survey.

During the records search regarding the property, we found that DPW was asked by the homeowner to mark the ROW/property line in 2002, but it is unclear when construction occurred between then and 2005/2006 when the wall first begins to appear on aerial photography. Even assuming property bounds were not located in 2002, we could not re-create ROW marking that would place the wall on private property. No permits are on file for the work at DPW or the Building Department, but Goffstown street excavation permits are not typically issued for work outside the paved portion of the ROW.

The proposed sidewalk location is directly through the area held back by this wall, and runs around 8' from the existing front door steps. There is no way to maintain minimum road and sidewalk widths without moving the wall or severely impacting private property across the street. We marked out the legal ROW line for the resident at #34, Mrs. Kohler, and I let her know that I planned to discuss the issue at the next BOS meeting.

In normal cases where our work would disturb a slope within the ROW, DPW would either re-grade the property owner's lawn or in some cases build a retaining wall at the ROW line as part of the project.

Two decisions need to be made: 1) Does the BOS want the final retaining wall to be set at the legal ROW line, or only as far back as necessary to construct the sidewalk? 2) What costs, if any, should be placed on the homeowner?

#46

MEMO

February 5, 2016

TO: Board of Selectmen

FROM: Don Borrer

RE: CMAQ expenditures and revenues

At the 2013 annual town meeting, the voters approved an appropriation of \$761,400 for the CMAQ intersection(s) improvement project. This appropriation was offset by revenues of \$62,448 in impact fees, \$446,270 in CMAQ grant funds, and \$252,682 in unassigned fund balance. From a review of the figures in both Munis and the old Amase system, here are the totals so far for the project:

Expenditures as of 12/31/15: \$145,463.66. This is the total for the 2013-2015 three year period.

The \$62,448 in impact fees was transferred to the general fund in December 2013, and was used as an offsetting revenue to the \$761,400 appropriation (along with the respective grant and unassigned fund balance amounts).

CMAQ reimbursement revenues as of 12/31/15: \$79,795.23. This is the total for the 2013-2015 three year period.

Our auditors don't let us do journal entries for unassigned fund balance. I have spoken with them, and they are in the process of researching the unassigned fund balance piece, and will let us know as part of their audit process, which will continue into late spring or early summer as usual. Their initial response was that it will be a simple audit adjustment or journal entry involving the unassigned fund balance and committed fund balance only.

#4c

Organization	Representative	Title
Goffstown BOS	Peter Georgantas	Selectman - Chair
Goffstown BOS	Mark Lemay	Selectman - Vice Chair
Goffstown BOS	Collis Adams	Selectman
Goffstown BOS	Scott Gross	Selectman
Goffstown BOS	Allen Brown	Selectman
Goffstown Admin	Sue Desruisseaux	Town Administrator
Goffstown Admin	Derek Horne	Assistant Town Administrator
Goffstown Fire Department	Richard O'Brien	Fire Chief
Goffstown Police Department	Robert Browne	Police Chief
Goffstown Planning Board	Barbara Griffin	Chairman
Goffstown Planning & Zoning		Planning & Zoning Administrator
Goffstown Sewer Commission	Steve Crean	Chairman
Goffstown Conservation Commission	Jean Walker	Chairman
Goffstown Village Water Precinct	Allen Gamans	Chairman
Grasmere Village Water Precinct	Christine Daniels	Chairman
Manchester Water Works	Guy Chabot	Water Works Deputy Director
Goffstown Truck Center	Donnie Ball	
St. Anselm College Facilities	Don Moreau	Director of Physical Plant
Goffstown Economic Development Council	Steve Langley	Chairman
Goffstown Main Street Program	Peter Grigorakakis	Executive Director
Eversource	Leah Loranger	Field Eng. and Design
Eversource	Maria Letourneau	Comm. Relations Specialist
Liberty Utilities	Mark Stevens	Account Manager-Gas
Fairpoint	Jacob Purselley	
Comcast	Rob Pienta	
Southern NH Planning Commission	David Preece	Executive Director
NHDOT district 5	Richard Radwanski	District Engineer - Head
NHDOT district 5	Bill O'Donnell	District Engineer
New Boston DPW	Dick Perusse	Road Agent
Manchester DPW	Kevin Sheppard	DPW Director

#4d



Memorandum

To: Board of Selectmen

From: Adam L. Jacobs, Director of Public Works

Date: February 3rd, 2016

Re: MEGHAN THERIAULT – PRIMEX EMERGING LEADERS PROGRAM

I am happy to report that Town Engineer Meghan Theriault has been accepted into the Primex Emerging Leaders Program for 2016. This program is limited to 16 individuals in the state of New Hampshire, and involves a dynamic curriculum designed to build leadership competency and effectiveness.

This program spans from February through October, with primarily online and after hours commitment and a handful of one-day training sessions spread throughout the year.

One of the program requirements is attendance at the 2-day Primex annual conference in Bretton Woods, NH in May. I would like to request authorization for Meghan to arrange lodging at the event in order to reduce her need to travel back and forth to the second day.

#47

GOFFSTOWN DEPARTMENT of PUBLIC WORKS

Summer Stormwater Internship

The Goffstown Department of Public Works is looking to hire two Stormwater Interns to assist with water quality/storm water sampling and data management. Other responsibilities include storm drain outfall identification, subcatchment mapping, GIS data collection and monitoring outfalls for illicit discharge. Experience with water sampling equipment and Excel is helpful but not required.

Applicants must have a valid drivers license. Intern applicants must be a student and 18 yrs. of age+. Starting rate \$12.00 per hour. Please respond with resume and town employment application (which can be found at www.goffstown.com/employment) to: Meghan Theriault, PE, Town Engineer, Public Works Department, 404 Elm St., Goffstown, NH 03045. Application and resume can also be emailed to mtheriault@goffstownnh.gov. Deadline for receiving applications is March 1, 2016. Interviews will be scheduled in early March and selections will be made early April. (EOE/AA/ADA)

GOFFSTOWN DEPARTMENT of PUBLIC WORKS

Summer Engineering Internship

The Goffstown Department of Public Works is looking to hire an Engineering Intern to assist the Town with a wide variety of inspections and engineering services. Responsibilities will include, but are not limited to, the development the Towns GIS utility mapping program, pavement management surveys, construction layout and asset management. Other responsibilities such as assisting with Planning Board reviews, permit applications, letter writing, AutoCAD design plan edits, and some construction inspection can be expected.

Applicants must have a valid drivers license. Experience with survey equipment, AutoCAD and Excel is helpful but not required. Intern applicants must be a student and 18 yrs. of age+. Starting rate \$12.00 per hour. Please respond with resume and town employment application (which can be found at www.goffstown.com/employment) to: Meghan Theriault, PE, Town Engineer, Public Works Department, 404 Elm St., Goffstown, NH 03045. Application and resume can also be emailed to mtheriault@goffstownnh.gov. Deadline for receiving applications is March 1, 2016. Interviews will be scheduled in early March and selections will be made early April. (EOE/AA/ADA)

#5d

Request for Proposals

Uniform Rental and Laundering Services

The Town of Goffstown, NH Department of Public Works is requesting pricing information and availability on the rental and cleaning services for staff uniforms. Bid proposals containing the attached sheet should be returned in a sealed envelope clearly labeled "Uniform Bids" to the Town Administrator's Office at 16 Main Street, Goffstown, NH 03045 before 1:00 PM on March 2nd, 2016. The bids will be opened at that time. Specifications and general information is as follows:

The Town will consider service and quality as well as price in its determination of the successful vendor. The Town of Goffstown shall enter into a three (3) year contract contingent on funding appropriation in the budget. The Town reserves the right to eliminate certain items from the contract if it is deemed that direct purchase would be more cost effective for the Town. The contract period will be from approximately April of 2016 through April of 2019. Any proposals or related documents received after the deadline will not be considered.

Different options or configurations are being requested as follows:

ITEM ONE – Uniform rental and cleaning service for thirty-two (32) employees, more or less.

ITEM TWO – Rental and cleaning of floor mat/runners at the Department of Public Works and the Goffstown Solid Waste Facility.

RENTAL – Shall include furnishing shirts, pants, tee shirts, sweatshirts, and jackets. Repair of garments or replacement of worn, badly stained or excessively repaired garments, as determined by the Town, shall be provided for, as needed, with new garments for those to be replaced at no cost to the Town. Uniforms shall be delivered to the Department of Public Works and the Solid Waste Facility on hangers, wrinkle free, and ready to wear. Any uniform that is not up to these standards will be rejected. Rejected garments will be accompanied by a document explaining the reason for return. The Town shall not be charged prep/emblem fees for new employees or when replacement items are issued for current employees.

Any lost items will be replaced by the responsible party. The Town of Goffstown will not be responsible for replacing any uniforms that are lost by the vendor. At the end of the contract or in the case of termination of the contract, uniforms will not be required to be returned to the vendor. Tee shirts that are replaced annually also do not have to be returned to the vendor at the end of each contract year.

UNIFORM EMBLEM SPECIFICATIONS - First name and department emblem for each shirt issued shall be furnished and affixed to the garment by the vendor. Emblems must be approved

by the Town prior to affixing to garments. The logo and wording (no name) will be stitched into polo shirts.

CLEANING – In accordance with modern standard practices, any garment deemed to be unsatisfactorily cleaned will be reworked at no additional charge to the Town. Garments to be cleaned shall be picked up and returned weekly. Each employee's cleaned garments shall be identified to facilitate issuing of uniforms. *Employees reserve the right to wash their own uniforms, in which case the vendor shall apply a weekly discount per item for this option.*

PICK UP AND DROP OFF LOCATIONS – Uniforms will be picked up and dropped off once a week, at both the Department of Public Works Facility and at the Solid Waste Facility at 404 Elm Street.

EMPLOYEE TERMINATION OR NEW HIRE – The Town of Goffstown reserves the right to deviate from the approximate number of employees, and shall notify the vendor of termination or new hires by verbal or written notice. No charges shall be made for the rental of the terminated employee once notified. New hires shall be treated under all terms and conditions of this contract without any installation charge.

TERMINATION OF CONTRACT – This contract may be terminated prior to the expiration of the term by the Town of Goffstown, if in the opinion of the Town, the quality and service is sufficiently unsatisfactory. In the event of such a decision, the town will provide the vendor a thirty (30) day written notice of its intent. Termination is contingent on performance; the Town of Goffstown will be inclined to terminate the contract if more than three (3) issues arise with the quality of product, cleaning services, and delivery provided. The Town of Goffstown shall not be held responsible for any lost or missing items at the end of the contract period.

QUALITY CONTROL – Vendor to fully describe quality control methods used in the rental/cleaning of employee uniforms.

SAMPLE GARMENTS – Samples of all garments will be provided to the Department of Public Works by February 25th, 2016 1:00 PM to allow pre-qualification prior to a proposal being accepted. Vendors will be notified by the Department if garments submitted meet requirements for submittal of proposal, and given the opportunity to resubmit sample garments by March 1st, 2016. Bidder agrees to furnish samples of items offered at no expense to the Department of Public Works. All samples provided shall be clearly labeled with Bidder's name.

INSURANCE – The vendor must provide Certificates of Insurance within five (5) working days of contract award. These shall include proof of liability in the amount of \$1,000,000 with the town named as additional insured, worker's compensation, and automobile insurance.

REFERENCES - The Town is requesting that three customer references be provided with each proposal submittal.

MEASUREMENTS – The vendor will be responsible for providing qualified personnel to take actual measurements of employees at both locations and shall make arrangements for a mutually

agreed time to do so. These measurements along with the first delivery shall be completed within thirty (30) days of the contract acceptance. Employees shall be able to make one uniform size change each year if needed at no cost to the Town.

Special sizes including long/extra long and oversize garments must made be available and extra fees stated on the Bid Sheet.

BILLING – Invoices shall be submitted monthly. Each invoice shall provide listing of all employees. Invoices for DPW and Sewer employees shall be invoiced separately. All invoices will be submitted to: Department of Public Works, 404 Elm Street, Goffstown, NH 03045.

DEVIATIONS – Any deviations from the above stated specifications must be so noted and any bid prices must be reflective of these deviations. Quotations shall include any and all miscellaneous fees or charges. Additional charges not included in the bid will be considered invalid for the contract period.

PROPOSAL:

1. UNIFORM ALLOCATION

This contract shall be for the cleaning and rental of uniforms per piece, per week for thirty-two (32) employees, more or less, as follows:

BASE BID:

Long sleeve shirts/tees/polos	Eleven (11)
Pants	Eleven (11)
Tee Shirts	Eleven (11)
Sweatshirts	Two (2)
Jackets w/insulated liner	Two (2) – if selected

UNIFORM SPECIFICATIONS:

GENERAL

All uniforms shall bear a sewn-in mill label showing the mill name and fabric content. All uniforms shall be capable of withstanding industrial laundry care for not less than one (1) year. The vendor shall supply suitable containers for soiled clothing.

TROUSERS

Both blue jeans (Wrangler, Carpenter or other comparable brand name) and Dickies-type trousers must be offered. At a minimum the Dickies-type trousers should be 7.5 oz., 65% poly/35% cotton permanent press twill with heavy duty brass zipper and bartacks at stress points.

SHIRTS

Long sleeve shirt, color to be selected by the Town. At a minimum they should be 4.5 oz., 65% poly/35% cotton permanent press poplin; long tails, two (2) pocket button-through. Shirts for the three (3) mechanics shall be 100% cotton. Seven (7) button front,

top closure can be snapped on. 100% cotton long sleeve tee shirts with breast pocket shall be provided as an employee option in place of the button front shirts. Tee shirts must also have a screen printed Town Seal.

Supervisors shall be given an option between long sleeve shirts or 100% cotton polo shirts in any color combination that they choose. The shirts shall be stitch embroidered with the public works logo and the "Goffstown Public Works" on one side of the breast and the employees name on the other side of the breast. The polo shirts will be replaced on an annual basis (at a minimum).

TEE SHIRTS

Tee shirts (short sleeve) shall be provided. Tee shirts must be 100% cotton with a breast pocket. Tee shirts will be replaced on an annual basis (at a minimum). Tee shirts must also have a screen printed Town Seal.

SWEATSHIRTS

Long sleeve sweatshirt, color to be selected by the Town. Sweatshirts must be 70/30 cotton/poly blend, 10 oz at a minimum.

JACKETS

Jackets must be provided if requested by the employee. Color shall be selected by the Town; minimum 7.5 oz., 65% poly/35% cotton permanent press twill. Hip length permaline with solid brass zipper, two (2) breast pockets and a button-through flap, with quilted liner.

COVERALLS

Flame-retardant coveralls will be provided to approximately three (3) employees that regularly work on equipment in the garage. One (1) set of coveralls will be provided for each employee. The rental and cleaning of the coveralls will be included in this item.

2. FLOOR MATS/RUNNERS

The following size mats and locations shall be provided:

- 2 - 68" x 44"
- 2 - 36" x 48"
- 2 - 96" x 48" runner
- 2 - 57" x 34"

Bid Sheet
Uniform Rental and Cleaning
Goffstown Department of Public Works

<i>Item</i>	<i>Description</i>	<i>Total quantity (more or less)</i>	<i>Rental Rate per Item per week</i>	<i>Per-item discount for employee laundrying, per week</i>
ITEM ONE	Uniform cleaning and rental service for 32 employees			
	Pants - blue jeans or Dickies-type trousers	(352)	\$	\$
	Tee shirts	(352)	\$	\$
	Long sleeve shirts/ long sleeve tees/polo shirts	(352)	\$	\$
	Sweatshirts	(64)	\$	\$
	Jackets with insulated liner	(64) – if selected	\$	\$
	Coveralls	(3)	\$	\$
ITEM TWO	Cleaning and rental service of floor mats/runners			
	48"x36"	(2)	\$	\$
	68"x44"	(2)	\$	\$
	57" x 34"	(2)	\$	\$
	96" x 48" runner	(2)	\$	\$

List any other fees or surcharges, with amount (environmental, fuel, etc.):

It is understood that the price holds for the full three years of the contract. If the vendor is bidding an annual price adjustment, that annual adjustment is _____%. It is understood that this adjustment will be made each January 1st during the duration of the contract. All bid prices shall be considered valid for 60 days from bid opening.

Submitted By:

Company Name: _____

Address: _____

Phone Number: _____ Fax: _____

Contact Person: _____

Title: _____

Signature: _____

LEGAL NOTICE

The Town of Goffstown NH, Department of Public Works is requesting pricing information and availability on the rental and cleaning services of work uniforms for the labor and management staff. Bid proposals should be returned in a sealed envelope clearly labeled "DPW Uniform Bids" to the Town Administrator's Office at 16 Main Street, Goffstown, NH 03045 before 1:00 PM on March 2nd, 2016. The bids will be publicly opened and read at that time by the Goffstown Public Works Director or designee and the Town Administrator or designee at the Town Hall.

The Town of Goffstown reserves the right to accept or reject any and all bids as well as waive any informality in the best interest of the town.

Bid inquiries should be directed to the Department of Public Works at 404 Elm Street, Goffstown, NH 03045. Telephone # (603) 497-3617 x200.

Bid documents and results are available at the Town of Goffstown website under the "RFP/Bids information" page:

<http://www.goffstown.com>

Adam L. Jacobs
Director of Public Works

**Town of Goffstown
2016 VOTERS GUIDE**

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ARTICLE 1 – Election of Officers

Selectmen 2 for 3 years

Allen Brown
David Pierce

Budget Committee 4 for 3 years

Michael T. Smith
Scott Gross
Emily Sandblade
Dennis Lynch

Budget Committee 2 for 2 years

Craig Campbell
George Fullerton

Budget Committee 1 for 1 year

Karl Soderquist

Cemetery Trustee 1 for 3 years

Jean Walker

Cemetery Trustee 1 for 2 years

Dennis Sweeney

Library Trustee 2 for 3 years

Suzanne Riel
Aimee Huntemann

Library Trustee 1 for 1 year

Karen Hewes
Steven P. Bouchard
Gary Meehan
Janet Soderquist

Planning Board 2 for 3 years

Michael Conlon
Barbara Griffin

Sewer Commission 1 for 3 years

Timothy Redmond

Sewer Commission 1 for 2 years

Robert Trzepacz

Supervisor of the Checklist 1 for 6 years

Victoria Lemire

Supervisor of the Checklist 1 for 2 years

Al Desruisseaux

Town Moderator 1 for 2 years

Rodney L. Stark

Trustee of Trust Funds 1 for 3 years

Bill Tucker

Zoning Board of Adjustment 2 for 3 years

Gail Labrecque
Emily Sandblade

School Board Members 3 for 3 years

Reta Chaffee
Dian McCarthy
John G. Stafford
Daniel J. Cloutier

ARTICLE 2

Shall the Town adopt Amendment No. 2 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by amending the Glossary by changing the definitions of “Dwelling” and “Manufactured Home,” and by adding the following new terms: “Dwelling, Accessory,” “Dwelling, Single Family,” “Modular Housing,” and “Pre-site Built Housing” as shown on the full-text copy of the Proposed 2016 Planning Board Initiated Zoning Amendments document? *(Full-text copies of the proposed amendments may be obtained from the Planning Department and the Town Clerk’s office).*

Submitted by the Planning Board. Recommended by the Planning Board 6-0-0.

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ARTICLE 3

Shall the Town adopt Amendment No. 3 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by adding “Conversion of Single Family Dwelling to Duplex” as a new principal use under Section 3.11, Table A – for Residential uses, listing it as a use permitted by Special Exception in the Agricultural, Residential-1, and Residential-2 Districts and as a use permitted by right in the Residential Small Business Office-1, Residential Small Business Office-2, and Village Commercial Districts and as a Use Not Permitted in all other districts?

Submitted by the Planning Board. Recommended by the Planning Board 5-1-0.

ARTICLE 4

Shall the Town adopt Amendment No. 4 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by moving the existing principal use “Landscaping Contracting or similar Business” from Section 3.11 Table J - the Agricultural Use Category, to Section 3.11 Table I – the “Manufacturing, Construction and wholesale Trade” category, and changing its status to be a use permitted by Special Exception in the Conservation Open Space and Agricultural district, and remaining the same in all other districts?

Submitted by the Planning Board. Recommended by the Planning Board 6-0-0.

ARTICLE 5

Shall the Town adopt Amendment No. 5 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by amending the “maximum number of dwelling units per buildable acre for duplex and multi-family lots” portion of Section 4.3, Table of Dimensional Regulations,” in the Residential-1 and Residential-2 districts where both water and sewer exist so that the allowable density is on a sliding scale for lots smaller than or equal to 3 acres as detailed on the full-text copy of the Proposed 2016 Planning Board Initiated Zoning Amendments document? *(Full-text copies of the proposed amendments may be obtained from the Planning Department and the Town Clerk’s office).*

Submitted by the Planning Board. Recommended by the Planning Board 6-0-0.

ARTICLE 6

Shall the Town adopt Amendment No. 6 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by amending existing Section 4.4.1 – Dimensional Standards for Multi-family Dwellings by removing portions of that section and replacing them in new subsections 4.4.1.1 and 4.4.1.2 and by adding another new subsection 4.4.1.3 that states that “the side and rear minimum setbacks for multi-family structures shall be the greater of the underlying setback for that zone or the length of the building side most parallel to that lot line divided by two”? *(Full-text copies of the proposed amendments may be obtained from the Planning Department and the Town Clerk’s office).*

Submitted by the Planning Board. Recommended by the Planning Board 6-0-0.

Town of Goffstown 2016 VOTERS GUIDE

ARTICLE 7

Shall the Town adopt Amendment No. 7 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by amending the following sections regarding signs: Section 6.3 and its subsections, Section 6.4.1, Section 6.5.2, Section 6.6.5, Section 6.8, and Section 6.12 to remove language that suggests that these sign regulations are content-based, and replace them with non-content based requirements as necessary, as detailed more fully in the full-text copy of the Proposed 2016 Planning Board Initiated Zoning Amendments document? *(Full-text copies of the proposed amendments may be obtained from the Planning Department and the Town Clerk's office).*

Submitted by the Planning Board. Recommended by the Planning Board 6-0-0.

ARTICLE 8

Shall the Town adopt Amendment No. 8 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by amending Section 7.5.2 – Construction of Fewer Parking Spaces, by removing and replacing language therein to a new subsection 7.5.2.1 and adding another new subsection 7.5.2.2, which allows for the Planning Board to consider submitted data from the Institute of Transportation Engineers (ITE) in determining whether or not a reduction in parking requirements can be allowed, as detailed in the full-text copy of the Proposed 2016 Planning Board Initiated Zoning Amendments document? *(Full-text copies of the proposed amendments may be obtained from the Planning Department and the Town Clerk's office).*

Submitted by the Planning Board. Recommended by the Planning Board 6-0-0.

ARTICLE 9

Shall the Town adopt Amendment No. 9 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by adding the following sentence at the end of Section 9.1 – Manufactured Homes, that states: “Modular Housing and other Pre-Site Built Housing as defined in this Ordinance are not subject to the provisions of this Section.”? *(Full-text copies of the proposed amendments may be obtained from the Planning Department and the Town Clerk's office).*

Submitted by the Planning Board. Recommended by the Planning Board 6-0-0.

ARTICLE 10

Shall the Town adopt Amendment No. 10 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by amending Section 14.7.3 - Use of a Non-conforming lot, by adding a new subsection – 14.7.3.3 that states: “Accessory buildings not creating an additional dwelling unit and not part of the existing principal building on the lot that meet Section 14.7.3.2 shall not require a Special Exception.”? *(Full-text copies of the proposed amendments may be obtained from the Planning Department and the Town Clerk's office).*

Submitted by the Planning Board. Recommended by the Planning Board 5-1-0.

ARTICLE 11

Shall the Town adopt Amendment No. 11 as proposed by the Planning Board, amending the Goffstown Zoning Ordinance by amending Section 14.10 – Abandonment of a Non-conforming Use, by amending its subsection 14.10.3 to allow for the restoration to be within two years in the case of fire or other casualty instead of one year for the use to not be considered abandoned? *(Full-text copies of the proposed amendments may be obtained from the Planning Department and the Town Clerk's office).*

Submitted by the Planning Board. Recommended by the Planning Board 6-0-0.

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ARTICLE 12

Shall the Town adopt Amendment No. 12 as proposed by petition by registered voters of the Town of Goffstown to amend the Zoning Ordinance as follows: “Shall the Town amend the Goffstown Zoning Ordinance, which currently reads as follows:

6.6.4 In the Commercial (C) and Commercial Industrial Flex Zone (CIFZ) districts, one portable A-frame sign per business, not to exceed six (6) square feet of sign area per side, may be placed outside the business, within 10 feet of the building’s entry, while the business is open. [Note: Any use of public property requires permission of the Board of Selectmen.]

by deleting the words “within 10 feet of the building’s entry” and replacing them with the words “and shall not be placed closer than 10 feet to any property line”?

Submitted by Petition. Recommended by the Planning Board 5-1-0.

Town of Goffstown 2016 VOTERS GUIDE

ARTICLE 13

Shall the Town raise and appropriate the sum of Two Million Three Hundred Thousand Dollars (\$2,300,000) (gross budget) for the renovation and expansion of Fire Station #18 (18 Church Street) and to authorize the issuance of not more than \$2,300,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon? (3/5 ballot vote is required for passage.)

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 13-0-0.

EXPLANATION: In 2014 there was a bond article for \$4.5 million to address the needs of all three fire stations. While the article passed by simple majority, it did not pass by the required super majority. This article proposes to address the needs of one fire station – the Church Street Fire Station. It will add 6,850 square feet which will provide an additional bay area, and additional meeting/training area. The electrical, heating/cooling, and plumbing systems will be upgraded to meet current code requirements. The building's energy efficiency will be improved. This project will remove the underground fuel tanks, asbestos, lead and PCBs. It will provide a vehicle exhaust removal system for the larger apparatus area. These enhancements along with an updated generator will enable this station to be a back-up Emergency Operations Center. In 2016 the town will retire two bonds by making the last bond payments totaling \$255,449 (ARRA South Mast Road Drainage Note and the initial Landfill Closure Bond). If this article passes, the first bond payment estimated at \$177,265 would be due in 2017 which is less than the amount budgeted in 2016 thus not creating a spike in the property tax rate.



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ARTICLE 14

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant, or as amended by vote of the first session, for the purposes set forth therein, totaling Nineteen Million Eight Hundred Thirty Nine Thousand Nine Hundred Twelve Dollars (\$19,839,912)?

Should this article be defeated, the default budget shall be Nineteen Million Five Hundred Sixteen Thousand Two Hundred Sixty Seven Dollars (\$19,516,267), which is the same as last year, with certain adjustments required by previous action of the Town of Goffstown or by law or the governing body may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only. NOTE: This article (operating budget) does not include appropriations in any other warrant article.

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 13-0-0.

EXPLANATION: Article 14 is the Operating Budget for the Town of Goffstown which consists of three (3) funds: General Fund; EMS Special Revenue Fund; and Sewer Fund. Of these three funds, only the General Fund impacts the town's property tax rate as the other two funds are funded with user fees and other revenue. The 2016 General Fund has an increase of 2.13% or \$371,070. The three categories with the largest increases are Capital Improvements Program (CIP) (up \$139,034), Benefits (up \$133,785) and Elections (\$41,212). The increase in CIP includes: replacement flooring on the upper level of Town Hall to address safety concerns; painting and repair of the exterior of Grasmere Town Hall; expansion of the Westlawn Cemetery; and improvements to Roy Park. While employee health insurance increased by about 11%, the cost was mitigated with an increase in employee contributions. In 2016 there are 4 elections as compared to 1 in 2015, thus the increase of \$41,212. The Selectmen and Budget Committee unanimously recommended passage of this article.

FUND/DEPT.	2015		2016	DIFF. 2015-2016
	BUDGET	ACTUALS*	BUDGET	
GENERAL FUND				
Administration				
Admin & Eco. Dev.	811,413	760,104	843,543	
Town Clerk	187,345	177,988	193,716	
Election	20,032	16,824	61,244	
Finance	274,083	266,489	284,136	
Tax	88,590	88,002	89,984	
IT	425,018	417,882	439,461	
Reval	194,145	185,195	198,204	
Planning & Zoning	224,000	233,180	227,519	
Other Gen Gov't	20,000	17,021	20,000	
Building/Health Inspection	86,037	81,122	88,055	
Human Services	82,819	58,298	75,543	
Administration	2,413,482	2,302,105	2,521,405	107,923
Police				
Operations	3,969,074	3,703,944	4,091,685	
Communications	769,054	719,867	814,319	

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Police	4,738,128	4,423,811	4,906,004	167,876
Fire				
Fire Operations	2,538,431	2,408,389	2,581,225	
Emer Management	3,924	2,532	5,759	
Fire	2,542,355	2,410,921	2,586,984	44,629
Public Works				
Cemetery	111,719	99,437	108,736	
Operations	3,131,089	3,104,416	3,213,210	
Storm Water Operations	206,590	112,249	154,604	
Fleet Operations	567,426	551,556	524,673	
Solid Waste	1,080,790	1,103,733	1,001,224	
Public Works	5,097,614	4,971,391	5,002,447	-95,167
Parks & Recreation	431,723	429,676	443,828	12,105
Library	734,103	717,673	735,040	937
Debt Service				
Debt Service Prin	252,216	252,214	252,928	
Debt Service Prin&Int				
LVDP	53,245	53,244	53,244	
Debt Service Int	14,108	14,108	7,131	
Interest Short Term Notes	2	0	1	
Debt Service	319,571	319,566	313,304	-6,267
Capital Improvements				
Land & Improvements	450,000	420,013	0	
Mach., Equip & Veh	592,372	577,740	552,906	
Buildings	0	0	85,000	
Improvements o/t Land	121,000	108,641	664,500	
Capital Improvements	1,163,372	1,106,394	1,302,406	139,034
GENERAL FUND	17,440,348	16,681,537	17,811,418	371,070
EMS SPECIAL REV. FUND	420,691	354,056	422,232	1,541
SEWER FUND	1,548,013	1,421,516	1,606,262	58,249
OPERATING BUDGET				
TOTAL	19,409,052	18,457,109	19,839,912	430,860

**unaudited; includes encumbrances*

Town of Goffstown 2016 VOTERS GUIDE

ARTICLE 15

Shall the Town approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen and the Professional Firefighters of Goffstown, Local 3420, International Association of Firefighters, which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2016	\$35,097
2017	\$33,181
2018	\$17,344

and further to raise and appropriate the sum of Thirty Five Thousand Ninety Seven Dollars (\$35,097) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels? *(This appropriation is in addition to Article 14.)*

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.

EXPLANATION: This Collective Bargaining Agreement between the Professional Firefighters and the Town of Goffstown achieves many goals. It replaces a 9 step matrix (8% and 4% steps) with a more sustainable 20 step matrix with 2% steps. Steps are awarded based on passing a performance evaluation and one year of service. The longevity formula is replaced with a flat rate not calculated into overtime. There are several changes in regards to health insurance. The CBA offers two new lower cost plans – a high deductible plan and an Access Blue SOS plan, and eliminates the Blue Choice plan in 2017. It also changes the formula for employee contribution which increases the employee share incrementally each year of the contract. Finally and very importantly, there is language to reopen the contract to avoid the Cadillac Tax under the Affordable Care Act. The Dental Plan coverage was increased from \$750 per member to \$1,250 per member. Life Insurance is still the base salary but the cap has been increased from \$50,000 to \$100,000 of coverage. Vacation time has been increased to the same as non-union employees, and we have calculated the cost of each additional vacation week.

While the town will experience a savings each year in health insurance, we are only allowed to calculate the savings in the first year of the contract by law.

FIRE UNION - ESTIMATED COSTS OF CBA

	2016	2017	2018
Wage Adjustment (Steps)	\$19,120.92	\$27,627.60	\$18,203.64
Wage Adjustment (Holiday)	\$1,149.12	\$1,326.96	\$1,013.28
Wage Adjustment (Longevity)	\$2,970.00	\$1,200.00	\$800.00
Add'l Vacation	\$10,142.65	\$3,323.88	\$1,061.34
TOTAL WAGE ADJUSTMENT:	\$33,382.69	\$33,478.44	\$21,078.26
Medicare rate x increase in wages	\$336.98	\$437.24	\$290.25
NHRS rate x increase in wages	\$6,776.80	\$8,793.07	\$5,836.93
Health & Dental Ins. Adjustment (3/4 yr for 1 st year)	-\$5,884.73	-\$9,798.78	\$10,043.08
STD Disability Adjustment on Increase	\$67.94	\$88.15	\$58.51
LTD Disability Adjustment on Increase	\$81.34	\$105.54	\$70.06
Life Insurance Adjustment on increase; base salary with cap of \$100k	\$335.28	\$76.56	\$52.80
WARRANT ARTICLE COSTS:	\$35,097	\$33,181	\$17,344

Town of Goffstown 2016 VOTERS GUIDE

ARTICLE 16

Shall the Town raise and appropriate Two Hundred and Twenty Five Thousand Dollars (\$225,000) to be added to the Fire Department Apparatus Capital Reserve Fund previously established in 2008? *This sum to come from the fund balance and no amount to be raised by taxation. (This appropriation is in addition to Article 14.)*

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.

EXPLANATION: The Fire Department Apparatus Capital Reserve Fund was established in 2008 for the purpose of helping defray the single-year impact of the replacement cost of fire apparatus, which can run from \$500,000 to \$1 million. This Capital Reserve Fund helps to spread that cost over multiple years to avoid a spike in the property tax rate. This fund can also provide the Town leverage, in the form of a local match, when seeking grants to replace apparatus. This was the case in 2010, when the Fire Department was able to accept an Assistance to Firefighters Grant to replace the town's obsolete ladder trucks with one Tower/Ladder. In that instance, the required match dollars came from this fund. The Fund currently has approximately \$343,000 and the Town is seeking to add \$225,000 for future fire apparatus purchases. Funding for this article is proposed to come from the unassigned fund balance, with no amount to be raised by taxation. Both the Board of Selectmen and Budget Committee unanimously recommend passage of this article.

ARTICLE 17

Shall the Town raise and appropriate Two Hundred Eighty Thousand Dollars (\$280,000) to purchase the required harnesses and equipment for the Self Contained Breathing Apparatus (SCBA) and a Jaws of Life? *This sum to come from the fund balance and no amount to be raised by taxation. (This appropriation is in addition to Article 14.)*

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.

EXPLANATION: Passage of this article would allow for the replacement of 38 obsolete Self Contained Breathing Apparatus. Last year the town was able to purchase the cylinders for the SCBAs through the budget process. This year we need to complete the project by purchasing the NFPA Compliant SCBAs, 25 additional face pieces, 3 firefighter locating receivers, and 2 RIT Packs for \$240,000. This article also includes the replacement of a Hydraulic Rescue Tool (Jaws of Life) with modern rescue equipment which is able to manage "modern" vehicle construction. It is battery operated and has increased reliability during an emergency; cost \$40,000. This article will be funded by the unassigned fund balance, thus having no impact on the tax rate. Both the Selectmen and Budget Committee unanimously recommend the passage of this article.

Town of Goffstown 2016 VOTERS GUIDE

ARTICLE 18

Shall the Town raise and appropriate Two Hundred Thirty Thousand Dollars (\$230,000) to purchase a replacement ambulance? *This sum to come from EMS Special Revenue Fund (established in 2006), and no amount to be raised by taxation. (This appropriation is in addition to Article 14.)*

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.

EXPLANATION: This article seeks to fund the replacement of a 2005 Road Rescue Ambulance known as Ambulance #3. This new ambulance would improve the reliability of the mechanical, electrical and body issues. This ambulance would be funded from the EMS Special Fund which is supported by user fees, thus having no impact on the property tax rate. Both the Selectmen and Budget Committee unanimously support this article.

ARTICLE 19

Shall the Town raise and appropriate Two Hundred Fifty Thousand Dollars (\$250,000) for Goffstown's Road Improvement Program? Passage of this article will direct the Selectmen to include this amount in future operating and default budgets of the Town of Goffstown. *(This appropriation is in addition to Article 14 which has \$845,000 budgeted for reclamation, resurfacing and crack sealing of roads.)*

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.

EXPLANATION: Currently, we have a total of about \$845,000 in the proposed 2016 Budget for road improvements. This article seeks to add \$250,000 to the road plan budget for a total of \$1,095,000 which is still far below previous funding levels. At peak funding level in 2009 the town budgeted \$2,596,397 for road improvements. Both the Selectmen and Budget Committee unanimously support this article.

ARTICLE 20

Shall the Town raise and appropriate Twenty Thousand Dollars (\$20,000) for the purpose of helping to support the nonprofit Goffstown Main Street Program, Inc.? *(This appropriation is in addition to Article 14.)*

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.

EXPLANATION: Goffstown Main Street Program's mission is to provide support, advice, and promotion to current and potential business owners and residents of the designated Main Street area using the National Main Street Center's 4-Point Approach. The 4-Point Approach revolves around principles of effective design, promotion, economic restructuring, and organization as the keys to economic revitalization of the historic downtown. Many of you are familiar with the special events sponsored by Main Street including the St. Patrick's Day Dance with Silent Auction, Old Home Day, Concerts on the Common, Giant Pumpkin Regatta, Friday Night Under the Lights, and Art Showoffs. These events bring business to the Village Area as well as fostering a sense of community. Passage of this warrant article would provide \$20,000 towards their 2016 Budget of \$71,750. This article is recommended unanimously by the Selectmen and Budget Committee.

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ARTICLE 21

Shall the Town raise and appropriate the sum of Twenty-Thousand Dollars (\$20,000) for the purpose of helping to support the programs of Goffstown nonprofit Crispin's House Coalition for Youth Inc., a youth drug, alcohol and suicide prevention agency? *(This appropriation is in addition to Article 14.)*

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.

EXPLANATION: CRISPIN'S HOUSE has provided services to youth and families of Goffstown for over 25 years, providing positive program opportunities to help kids make positive choices. The total budget is about \$85,890. The warrant article covers only \$20,000. The organization works hard to raise the remaining funds through fund raising activities, community involvement and grants. The newest program is in the area of Suicide Prevention, a growing concern in our community, and they work in collaboration with Makin' Happen of Greater Manchester and the National Alliance on Mental Illness. This article is recommended unanimously by the Selectmen and Budget Committee.

ARTICLE 22

Shall the Town raise and appropriate up to Fifteen Thousand Dollars (\$15,000) for the purpose of helping to support Goffstown Waterways Association and Namaske Lake Association efforts to manage milfoil in the upper portion of the Piscataquog River, Glen Lake, and Namaske Lake? Passage of this article will direct the Selectmen to include this amount in future operating and default budgets of the Town of Goffstown. *(This appropriation is in addition to Article 14.)*

Recommended by the Board of Selectmen 5-0-0 and Budget Committee 12-0-0.

EXPLANATION: This article seeks to assist the Goffstown Waterways and Namakse Lake Associations with managing the milfoil in the upper portion of Piscataquog River, Glen Lake, and Namaske Lake. There are Long-Term Variable Milfoil Management Plans for each lake developed by the NH Department of Environmental Services which has also provided grants to these associations for herbicide treatments. The town funding assists these associations in meeting their match to these grants. This article is recommended unanimously by the Selectmen and Budget Committee.

ARTICLE 23

Shall the Town adopt RSA 41:9-a to authorize the Board of Selectmen to establish and amend fees following the procedures outlined in said statute, such authority in effect until rescinded?

Recommended by the Board of Selectmen 5-0-0.

EXPLANATION: This article seeks to adopt RSA 41:9-a, which standardizes the process for establishing and amending fees. The RSA requires a 7 day notice published in a newspaper and posted in two public places. The notice shall include the proposed fee schedule.

Town of Goffstown 2016 VOTERS GUIDE

ARTICLE 24

Shall the Town urge that the next President and Congress fight big money politics and restore government of, by, and for the people by championing the We the People agenda:

1. Ban Super PACs and overturn Citizens United
2. Expose secret donors and require full transparency
3. Ban bribes from big-money lobbyists and government contractors
4. Establish small-donor, citizen-funded elections
5. End gerrymandering and modernize voter registration
6. Close loopholes and enforce campaign finance laws

the record of the vote on this article shall be public information.

Submitted by petition.

EXPLANATION: At the Deliberative Session the petitioners provided the following explanation to this article.

#6a

TO: Collis Adams; Board of Selectmen
FROM: Goffstown Sewer Commission
DATE: 2-3-16
SUBJ: Summary – Feb 3, 2016 GSC Meeting

Main Street Roundabout Project 2017 – Chairman Crean wants all sewer repairs and upgrades completed this year in advance of the two roundabouts to be constructed at the village intersections at S. Mast/Main/Pleasant/Mountain and Main/High/N. Mast/Elm Streets in 2017. Mike Yergeau discussed details of sewer areas such as East Union St to Mountain Rd/S. Mast St known to need repair/upgrade. Start date has not been scheduled.

Sewer Use Ordinance and Sewer Accessibility Fee Revisions – The review will resume in March after Town elections, when the GSC will be joined by two newly-elected Commissioners. Commissioner Whooten decided not to run for re-election.

#6c

OLD BUSINESS: 2/8/16 ACTION MATRIX (started 3/16/15)

Mtg. Date	Item	Description	Schedule
06/15/15 07/13/15 08/03/15 08/31/15 09/28/15	Grasmere Town Hall	Grasmere Town Hall - Sept. deadline to finish LCHIP project; - monthly updates provided in HDC Summary; weekly updates to be provided by Vice Chairman Lemay; - 8/3/15 request for more info - what has been spent; what's left to be done; cost of fire escape repair; - Update on Fire Escape? Discussion on 9/28/15 & approvals to proceed - RFP for exterior maintenance on 3 sides approved 9/21/15; due date 10/20/15; report back to BOS 10/26/15 - 11/9/15 VC Lemay reported that fire alarms are all set; looking for clarification of engineers specifications - 12/14/15 BOS to review estimates for work to be completed	
06/22/15	EDC	Schedule Meeting with EDC 10/7/15 Agenda - Discuss scheduling meetings with real estate developers and real estate agents; 12/2/15 EDSAT review - EDC & 2 members of BOS	Schedule after the first of year
07/20/15	HR Matrix	Established sub-committee (Collis, Scott & Sue) re: placement on matrix; add CFF; Budget for Consultant for wage and classification study (\$12,400)	Awaiting Wage & Classification Study in April 2016
08/10/15 08/17/15 08/24/15 09/21/15 09/28/15	Pinardville	11/30/15 USPS will not revisit zip code issue, suggests changing duplicative street names or street numbers. BOS decides to continue multi-media public awareness - inserts in next tax bills; website; flyers in businesses; message boards; GTV; press releases	Ongoing Public Awareness Campaign
08/31/15 09/21/15 10/5/15	Planning Board	Collis to provide a follow-up to private landowners question regarding jurisdiction related to drainage on private property - change dev regs or amend zoning? Collis will assist with drafting a letter to NHDOT for Mitigation Funds for secondary impacts from the Route 93 project; funds could assist with Updates of Master Plan and Development Regulations Collis to ask Planning Board to look at a rewrite of Sign Ordinance - zoning amendment	Development Regs review by PB in 2016; B. Griffin's memo re: NHDOT Mitigation Funds rec'd & email sent to NHDOT & SNHPC re: fund availability
12/07/15	Performance Evaluations	Selectmen started Dept. Head evaluations in December	schedule after 2/3/16
12/21/15	Conservation Easement	Fincke Conservation Easement (waiting for easement to sign)	