

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015
As of (October 19, 2015)

STANDARDS OF PERFORMANCE

- **Embrace openness in the conduct of public business while conducting Town affairs in a manner that is just and best demonstrates a genuine respect for different ideas, opinions, and perspectives.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Inform Councilors of Right to Know Law rules regarding email use and electronic communications shortly following March election.	Orientation email sent to Council by April 1 st with goal of low incidence of inadvertent RSA 91-A violations by Council.	Orientation email sent to Council week of March 9th. COMPLETE
Orientation session for new Town Councilors.	Inform newly elected Councilors of expectations, procedures, protocols of being a member of the board.	Council Chair and Administrator conducted orientation in spring 2015. COMPLETE
Orientation session for new board chairs/vice chairs.	Familiarize the leadership of all Town boards with good basic information regarding meeting protocol, the Right to Know Law, communication between boards, and Council goals.	Orientation held in summer 2015. COMPLETE
Orientation session for Town Boards/citizens on Right to Know Law from NHMA.	It is essential that boards and citizens alike have a firm grasp of the essentials of the Right to Know Law. To this end, we annually endeavor to schedule an attorney from NHMA to conduct said forum. The program is also broadcast on DCAT and we invite the ORCSD to participate as well.	Orientation will be scheduled through the NHMA for winter 2015. ONGOING
Production/creation of weekly "Friday Updates" & experimentation with various forms of social media	Weekly distribution of "Friday Updates" e-newsletter each Friday afternoon. Purpose is to keep Councilors and also other board members as well as citizens and staff informed relative to happenings in and around Durham. The weekly production works as a dynamic feedback loop and information source, critical to the way we operate. Through the "Friday Updates" and social media we aspire to paint a clear picture of what is happening in and around Durham and how to productively engage on issues of interest.	The process is working smoothly. <i>In August 2015, we broke the 3,100 subscribers mark.</i> At this time we are experimenting with different ways material can be rebroadcast on Facebook, Twitter, etc. to help educate and engage citizens through new communication mediums. As of Oct. 2015, 534 individuals had signed up for our Twitter feed.

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 2

	<p>Durham has also bolstered its Twitter and Facebook presence this year in order to meet the demands of residents' changing preferences for information distribution.</p>	<p>Our Facebook posts reach and average of 750 – 1250 (more sometimes depends on the article).</p> <p>ONGOING</p>
<p>Maintenance of a Durham web site that is fresh, useful, informative, and easily accessible.</p>	<p>Utilize municipal website as critical information portal to inform residents and serve as a resource for them so they may productively engage on issues of interest.</p> <p>We also endeavor to make the web site a reservoir of historical data that can be of use to boards/committees/commissions over time.</p>	<p>Craig Stevens in DCAT has been assigned to assist in keeping the site up to date and fresh. We have seen significant improvement in this area over the last 12 months. Responsibility for updating individual sections of site outsourced to individual departments/boards.</p> <p><u>Note:</u> We do find it a struggle to keep the individual sections of the web site engaging. Individual board members move on and lose interest in maintaining their subsections of the site. Departments with staffing stretched to managing day-to-day crises have little time to focus on individual sections of the site. To address this , we plan to have Craig Stevens take a more active role.</p> <p>To access basic Town data fairly easily, however, the site serves an important purpose.</p> <p>Craig is now working to digitize the Town Code to put on the web site, and also updates the site with the Annual Budget and CIP information. These are tasks other staff do not have time to undertake.</p> <p>ONGOING</p>
<p>Durham Community Access Television (DCAT) to air more robust array of Durham public meetings, spins off a separate school channel, transitions DCAT studio to new Town Hall, brings Durham Public Library studio on line. Includes an expansion of original DCAT programming.</p>	<p>Tasks outlined intended to inform and engage residents in local affairs in meaningful and value added ways.</p>	<p>This was major undertaking for 2015 and we have done well meeting the goal.</p> <p>New Town Hall studio now in place and operational.</p> <p>ORCSD station operational.</p>

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 3

		<p>Library studio in place with internet connection to Town Hall complete. Broadcasts have occurred from Library.</p> <p>Expanded programming taking place for MPAC, DCC, EDC.</p> <p>“David Williams Show” has aired on DCAT interviewing various staff members about local issues.</p> <p>Other programs have included: Single Stream Recycling Orientation for community, Eversource Seacoast Reliability public forums, Eversource tour of proposed Seacoast Reliability Project route, retrospective interview with Julian Smith, etc.</p> <p>COMPLETE</p>
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- **Encourage all town boards, committees, and commissions to align their efforts with the Council goals and to collaborate and communicate more frequently with each other and with the community at large.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
<p>Email approved Town Council goals to all boards/ commissions, post on line, discussion during board orientations, distribute to departments, and broadcast in the “Friday Updates.” Large list of goals to be posted in Council chambers for easy viewing by public/boards. Discussion of TC goals during new committee chair/vice-chair orientation.</p>	<p>It is important to educate all boards relative to the most current Council goals to align efforts.</p> <p>Through this effort we hope to ensure board/staff alignment with Council goals.</p>	<p>All tasks identified have been completed.</p> <p>COMPLETE.</p>
<p>Councilors assigned to boards provide update at each Council/board meeting as needs require.</p>	<p>During Council Roundtable, update TC on board activities and vice versa. Administrator endeavors to do same.</p> <p>We hope to achieve few surprises for Council, boards, staff, etc. and the alignment of efforts toward shared Council goals.</p>	<p>Proceeding well.</p> <p>ONGOING</p>

- **Ensure that the town staff and resources secured by the town provide exemplary expertise, guidance and support to town boards, commissions and committees.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Assist the MPAC and Planning Board as part of the Master Plan Update Process.	We engaged the SRPC following a competitive selection process to provide professional guidance and management of the Master Plan Update Process.	Initial 10 Chapters of Master Plan Update endorsed by Planning Board and moving toward public hearing by Planning Board this fall for final adoption. Future Land Use Chapter to be addressed in 2016, dependent upon available funding. ONGOING.
Assist Trustees of Trust Funds (TTTF) with property management/management of funds.	Durham Public Works Director Mike Lynch meets regularly with the TTTF to address the maintenance and upkeep of trusted graveyards, parks, and other issues as required. Business Mgr. Gail Jablonski advises the board on fiscal issues as requested.	Both the DPW Director and the Business Mgr. meet with TTTF as needed. ONGOING.
Planner provides regular guidance to Planning Board/HDC.	Routine guidance with respect to applications/matters before the PB and HDC.	The Planner endeavors to provide his very best guidance to both the Planning Board and Historic District Commission with respect to applications. ONGOING.
EDC Director to provide guidance to Economic Development Committee .	Routine guidance with respect to matters before the EDC.	In addition to providing guidance, the EDC Director has been working to coordinate meetings this year, develop agendas, and has been serving as the de facto chair as no members have been able to take on this position over the last several months. ONGOING.
Town Administrator to provide guidance to Town Boards/citizens as needed.	Miscellaneous matters arise over the course of the year that require the attention of the Administrator.	Mr. Selig has worked to provide guidance/feedback/intervention on an as needed basis. ONGOING.
The Zoning Administrator provides guidance to the ZBA and other Town Boards/citizens as needed.	In addition to regular attendance at ZBA meetings, the Zoning Administrator provides guidance to the ZBA, enforces various approvals of Town boards, and provides guidance to citizens/contractors on an as needed basis.	Mr. Johnson has worked to provide guidance as necessary. ONGOING.

KEY OBJECTIVES

- Pursue long-term economic and environmental sustainability and resiliency, anticipating the community’s and the region’s future needs through a framework that formally integrates the consideration of multiple elements including society, ecology, economics, transportation, agriculture, recreation, food and drinking water, climate, and energy resources.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Spruce Hole Well project to be bid out, awarded, and constructed.	This project will ensure Durham/UNH have adequate water supply for many, many years to come.	Project has been constructed and we are waiting on drought to subside to test recharge basins. Estimated completion date is fall 2015. ONGOING
Evaluation of group net metering project for Town.	The Town’s partner, ReVision Energy, had evaluated possible locations for a large 100 kW and 660 kW array and the winning candidate is the Packers Falls Road gravel pit in Lee.	ReVision/Durham received a \$500,000 grant from the NHPUC to build a 640 kW solar array at the Durham pit in Lee on Packers Falls Road. <i>Considerable</i> time has been put into this project by the Energy Committee, Admin. Selig, DPW, and Town Councilors. The Town of Lee has approved a PILOT with the Town of Durham and the project in total will come to the Durham Town Council for action on October 19 th . ONGOING
Development of joint ORIWP to show possible paths to address wastewater and stormwater EPA requirements and to address the health of the Great Bay Estuary and Lamprey/Oyster River watersheds.	After many revisions, the final VHB document was received in late summer 2014. Subsequent meeting with the EPA have led to a limited, focused approach through the end of 2015 to include monitoring the PILOT 3 Stage Bardenpho process at the Durham WWTP, and implementation of a \$67,000 +/- USEPA technical assistance grant Durham applied for and received with EPA subcontractor, Tetrattech, to develop a nutrient loading system for Durham’s consideration. MS-4 Regulations are not scheduled to be issued until summer 2015.	<u>Note:</u> This will likely be an area where it will prove difficult to provide accurate long-range cost projections until we have a better understanding of the appropriate course of action for Durham to take in addressing permit compliance issues. We anticipate that the EPA will issue an MS-4 to Durham/UNH within the next 6 months. Durham/UNH are awaiting the receipt of more information from the EPA to determine its next step while at the same time working through implementation of the Bardenpho process, Tetrattech’s work, etc.

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 6

	Overall approach and recalculated total pricing will need to take place once we have more information in hand.	ONGOING
Hold at least one meeting of the Durham Human Rights Commission in 2015.	<p>The Human Rights Commission provides a venue to ensure there is conscious ongoing local discussion regarding Durham and efforts that can be made to ensure all people are welcome in every way.</p> <p>Human Rights Campaign Municipal Survey undertaken again in 2015.</p>	<p>The Commission met this summer with a Durham resident to discuss that individual's experience in the community.</p> <p><i>The UNH Student Senate approached the Town with the idea of Durham adopting a Resolution asking the State of New Hampshire to be more GLTBQ focused with respect to a number of issues. This request is pending, requiring a review by the Admin. as time permits.</i></p> <p>ONGOING</p>
<p>Evaluation and possible preservation/easement of Emery Farm/Hills' South parcel (40 +/- acres) adjacent to WHF on Oyster River.</p> <p>Thompson Parcel (40 +/- acres) preservation effort off Wednesday Hill Road on Lamprey River.</p>	<p>The Nature Conservancy is still in the process of working with Durham to determine whether the Town has an interest in participating in this conservation project. The DCC does and has reserved funds as a Durham match. We will be discussing this project in the future if/when it comes together.</p> <p>The Town is working with the Southeast Land Trust for the preservation of the Thompson Parcel. <i>We expect this to close by the end of January 2016.</i></p> <p>Grant funds have been pursued for both projects.</p>	<p>The Conservation Commission is supportive of both conservation efforts.</p> <p>Thompson: A great deal of time has gone into this project for both SELT and Durham. In 2014, Admin. Selig met with Shirley Thompson's daughter in Chicago regarding the project. Duane Hyde has been active, as has the DCC, in finding grants monies and addressing issues that have come up as part of the preservation of the Thompson parcel.</p> <p>ONGOING</p>
Evaluation and possible easement/purchase of Colasante parcel adjacent to Spruce Hole well site/Oyster River Forest.	Property owner Joe Colasante has formally expressed this month (6/2014) an interest in selling the parcel to Durham. The discussion has been ongoing, on and off, for several years. The Town had engaged an appraisal on the property for easement purposes in March 2010 but negotiations broke down at the time.	<p>Durham will need to evaluate whether this will be priced at a level that is reasonable for the Town and if so, how to fund such an acquisition.</p> <p><u>Note:</u> Time constraints have not allowed any progress on this initiative. In addition, no funds have been identified to date for this acquisition.</p> <p>ONGOING</p>
Support the Durham Farmers Market organized by the Seacoast Growers Assn. to promote local agriculture.	<p>The Farmers Market again operated at Jackson's Landing in 2015 .</p> <p>The Agricultural Commission and the Parks & Rec. Dept. (and Administrator's Office) worked with the Seacoast Growers Assn.</p>	<p>Feedback regarding the Jackson's Landing site was mixed, but generally positive. The Ag. Commission will be undertaking a survey this fall to gauge support of the present location.</p> <p>ONGOING</p>

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 7

<p>Make Durham more pedestrian and bicycle friendly.</p>	<p>The entire downtown loop has been restriped/reconfigured in accordance with recommendations from the RSG/ALTUS Engineering report dating to 2014 to make it more bicycling and pedestrian friendly. Additional improvements to roadways leading to downtown Durham have also been addressed as real estate/funding has allowed.</p> <p>Includes bike lanes, sharrows, transition turning areas, and Share the Road signage.</p>	<p>Scheduled work for 2015 is COMPLETE.</p> <p>Additional effort must now go into making areas outside the downtown core more pedestrian friendly.</p>
<p>Use of “Pay and Display” parking kiosks throughout the downtown core to make better use of full array of parking options available there through pricing.</p>	<p>New kiosks are in place and working effectively.</p> <p>The initiative is intended to support local businesses and make parking more available for residents who choose to shop in downtown Durham.</p>	<p>COMPLETE</p> <p>There is ongoing monitoring of parking taking place through the fall semester 2015. Parking adjustments will be made as the need arises.</p>
<p>Hire new Parks & Recreation Director following resignation of Stefanie Frazee.</p>	<p>Following the resignation of Stefanie Frazee in the spring, the Town was able to select Rachel Gasowski of Durham as our new Parks and Recreation Director.</p>	<p>COMPLETE</p>
<p>Hire new Code/Zoning/Health Officer to replace Tom Johnson who is retiring in December 2015.</p>	<p>Durham is presently advertising for a planned vacancy in this position in December.</p>	<p>ONGOING</p>

- Improve current and explore new collaborative efforts with UNH to enhance mutual intellectual, cultural, environmental, social, and economic benefits associated with hosting New Hampshire’s state university. Negotiate equitable agreements for the delivery of services and infrastructure used by both the Town and UNH and develop long-term policies that reduce the burden on the town and clarify town-gown land ownership.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
<p>Potential redevelopment of 66 Main Street in conjunction with UNH and People’s United Bank.</p>	<p>The redevelopment may include a hotel, Barnes & Noble College Bookstore, restaurant, commercial space, structured parking to support the development and the downtown core, and more.</p>	<p>Durham and UNH executed an MOU for the redevelopment of this property and a great deal of effort has been going into this collaborative project.</p>

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 8

	The Town-owned triangular shaped parking lot on Pettee Brook Lane would potentially be integrated as part of the redevelopment.	<u>Note:</u> This has been a significant initiative and holds promise for a positive Town/Gown partnership moving forward. ONGOING
In furtherance of the Town Council's endorsement of the proposal for UNH to construct a new Outdoor Pool, support UNH in its efforts to design, include the public, and construct a new \$4.5 +/- million, 15,000-16,000 sq. ft. outdoor pool for the 2016 swim season.	After running into numerous issues with permitting, UNH is now under construction for the Outdoor Pool. It is anticipated to be open sometime during the 2016 season but the timeline is unknown at present and will likely be winter-weather dependent. The Admin. has requested UNH give serious consideration to a heated pool.	UNH appears on track in meeting this revised 2016 goal. ONGOING
Reevaluate Fire Services Agreement, Water Agreement, Wastewater Agreement, Pool Agreement, and Jackson's Landing Agreements in 2015.	The Town team has met on several occasions to plan for these upcoming discussions. Other pressing topics, summer scheduling, and a UNH retirement have delayed getting these discussions off the ground.	Discussion should commence in late-October/November. ONGOING

- **Having expanded the tax base through student housing construction, now focus on revitalizing Durham's commercial core to enhance the sense of community and to better provide for the needs of our residents, while maintaining our small town character, rural pastoral gateways, and cultural history.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Support efforts of Economic Development Director.	The position to date has supported desirable investment in Durham, filling present and future vacant commercial space, encourage existing businesses to invest in their properties, and advising the EDC, staff, and Durham property owners on various matters.	Mary Ellen Humphrey has been extraordinarily effective in helping to move forward numerous initiatives this year. ONGOING
Successfully manage extensive new development within downtown core and elsewhere in town.	Several significant construction projects were ongoing in 2015 including: Henderson, Orion, Golden Goose, Peak (landscaping), Christie, and Pauly's Pockets. It has been an extraordinarily busy time impacting every department including the Administrator's Office.	Code Enforcement, Fire, DPW, and Planning have been exceedingly busy managing these significant projects within Durham's downtown core. Residential is largely complete with pending punch list items. Commercial elements are still ongoing. ONGOING

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 9

Sale of former Town Office site at 15 Newmarket Road.	Tremendous effort went into the sale of the former Town Office site this spring/summer. EDC Director Mary Ellen Humphrey was very instrumental in bringing this matter to a successful conclusion.	COMPLETE.
Rezoning in Professional Office District and Church Hill District to eliminate multiunit.	The Council brought forward a proposal to exclude multiunit from the PO and CH districts to better align with Town goals.	COMPLETE.
Rezoning in CBD relative to halving the allowable density for multiunit uses.	This was a Planning Board initiated change that was approved by the Council. Litigation has resulted from the change from Colonial Durham Associates, owner of the Mill Plaza.	While the zoning change is complete, litigation and an extensive discovery process is presently under way. Litigation is ONGOING

• **Regain and enhance the integrity of Durham’s traditional family neighborhoods.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Utilization of Disorderly House Ordinance as needed with problem properties.	DPD used this tool with success on Young Drive in spring 2014.	ONGOING
Housing Standards Ordinance implementation	<p>The DFD has been active in implementing the annual inspection program for rental properties.</p> <p>However, our second Inspector left the department this summer to take a Deputy Chief job in another community. This has caused a backlog in inspections as our existing staff of two in the department simply cannot keep up with demand.</p> <p>Health/safety inspections continue.</p>	<p>Between 2013 and today, a total of 1,784 inspections have taken place within off campus rental dwelling units (apartments) by the inspection division at the Durham Fire Department. The Fire Department staff has found 4,021 violations to date, of which 3,213 have been addressed by owners. There are 808 outstanding issues for which re-inspections are required/pending.</p> <p>The top five life/safety/health deficiencies include: 1 Egress/Escape 2 Detection/Alarms (smoke/co) 3 Electrical violations 4 Separation from hazards 5 Fire Protection Systems not being properly maintained (fire alarms/sprinklers)</p> <p>Durham's Housing Standards Ordinance is serving the purpose for which it was intended -- to make living conditions much safer for inexperienced students as well as adult tenants living off campus in the broader community. ONGOING.</p>

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 10

<p>Respond to rental housing complaints, noise issues, trash, behavior problems through the Code Enforcement Office, Fire Dept., and now as well through the new Problem Oriented Policing (POP) Officer funded in part through a U.S. Department of Justice grant.</p>	<p>The new POP Officer has enabled the Town to be much more proactive in addressing problem properties in concert with the Code Office and the DFD.</p> <p>There were fewer noise complaints in 2014 and 2015 is tacking last year.</p>	<p>ONGOING</p>
<p>New construction downtown continues to pull students from Durham’s traditional family neighborhoods.</p>	<p>Anecdotally we believe there are fewer students living within Durham neighborhoods resulting in fewer complaints from neighbors and the opening up of affordable housing stock for traditional families.</p>	<p>ONGOING</p>

- **Identify definitive sites and develop a plan for key public facilities to meet the present and future needs of the community.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
<p>Construct, occupy, and finance new Town Hall at 8 Newmarket Road.</p> <p>Redevelop 15 Newmarket Road to offset cost of new Town Hall project.</p>	<p>New Town Hall Complete. LEED Silver Certification Received.</p> <p>Former Town Office site was sold in summer 2015. The new owner is presently planning an est. \$600,000 investment in the building while maintaining it as an integral part of the Historic District.</p>	<p>A short list of punch list items remain.</p> <p>We anticipate an application being submitted for the redevelopment of the former Town Office site this fall/winter.</p>
<p>Identify short and long-range plans for Durham Fire Department location.</p>	<p>UNH has indicated informally that the DFD can remain in its present location for the foreseeable future.</p> <p>Durham will engage with UNH in 2015/16 as part of its renegotiation of the Fire Services Agreement with to determine acceptable duration/terms for remaining in place.</p> <p>Most recently, UNH has been working with the Durham Fire Department to evaluate alternative sites on the west side of campus.</p>	<p>A this time, a long-term solution still remains outstanding.</p> <p>ONGOING</p>

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 11

<p>Develop expansion plan for Durham Police Department to meet needs of department for long-term.</p>	<p>The DPD is in need of expansion to adequately meet the needs of the Town.</p>	<p>An RFP was issued and Architect Bill Schoonmaker was selected to design an expansion at the existing Dover Road location. We await his findings. A 2016 or 2017 construction project is possible.</p> <p>ONGOING</p>
<p>Enhance management of Churchill Rink and consider long-term plans for possible capital improvements.</p>	<p>New (used) ice making equipment is presently being installed at the rink following a \$120,000 total project cost and we are on track to begin making ice this fall.</p>	<p>ONGOING</p>
<p>Proactive stewardship of Wagon Hill Farm.</p> <p>Conduct an updated report of the conditions and significance of the barn and farmhouse at Wagon Hill Farm.</p> <p>Parking expansion by 7-8 spaces in the upper parking area.</p> <p>Shorline restoration.</p>	<p>Since the Town purchased Wagon Hill Farm in 1989, the barn and farmhouse have received minor, mostly cosmetic, repairs. In order to preserve and retain these historical assets, an updated assessment is necessary.</p>	<p>The DPW and P&R Departments have been much more mindful of stewardship needs at WHF. This has led to programming decisions that are more respective of the parcel.</p> <p>No time has allowed further review of improving the farmhouse/barn.</p> <p>Expansion of the upper parking lot will take place in early October. This will be a low impact project.</p> <p>Durham is pursuing a \$170,000 allocation from the Eversource Seacoast Reliability Project for WHF shoreland restoration, as well as use of the L. Brown Trust.</p> <p>ONGOING</p>

- **Complete the update to the first ten chapters of the 2000 Master Plan by fall 2015, and the Future Land Use Chapter by fall 2016.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
<p>Master Plan Update</p>	<p>Durham’s last Master Plan was written in 2000. The Town commenced an update in 2011 with a citizen engagement process that included a public forum and community survey. A Master Plan Advisory Committee was formed at that time to assist the</p>	<p>The SRPC is making good progress relative to the effort. SRPC has provided the Master Plan Advisory Committee and TA with monthly status reports.</p>

	<p>Planning Board in overseeing the process.</p> <p>Significant headway was made in 2015 with the following ten chapters being endorsed in summer 2015 by the Planning Board: Agricultural Resources, Downtown and Commercial Core, Energy, Historical Resources, Natural Resources, Recreation, Community Character, Housing and Demographics, and Land Use (Existing). The Planning Board plans to hold a hearing on the entire batch of 10 in fall/winter after which time final adoption will take place.</p>	<p>We are targeting the future land use section in 2016, funding permitting.</p> <p>ONGOING.</p>
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- Strengthen the community and enhance its social capital by supporting an array of recreational, artistic, and educational opportunities, and by celebrating and sustaining Durham’s history and natural setting and initiatives that promote public transportation options, including safe walking and biking.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
<p>Durham Parks & Recreation has initiated an exciting array of programs and collaborative opportunities by itself as well as with the ORCSD and other partners.</p>	<p>Programs have included wellness programs for all ages and activities to expose and introduce residents to Durham’s amazing array of natural resources.</p>	<p>ONGOING.</p>
<p>Development of an inventory of Town-owned lands for more efficient management and utilization of properties by residents, boards, and committees.</p>	<p>The project has been on the “to do” list for several years.</p>	<p>A very useful draft inventory was created and vetted with the Parks & Recreation Commission, Conservation Commission, and Land Stewardship Committee. It is being refined and can be added to as time goes on.</p> <p>ONGOING</p>
<p>Stewardship plans are being developed by Ellen Snyder for a number of properties in Durham.</p>	<p>Through the development of these plans, we hope to better manager our various Durham lands.</p>	<p>Ellen Snyder has met with DCC and Mike Lynch and two additional plans are now COMPLETE including Oyster River Forest and the Spruce Hole Conservation Area.</p>

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 13

Determination of ownership of Chesley Island off Wagon Hill Farm, as well as the ownership of the Tot Lot in the Faculty Neighborhood and the Oyster River Park.	The Town engaged a title search for these three parcels. Chesley Island was concluded to be owned by Durham. The Tot Lot and Oyster River Park, as believed, are owned by UNH.	COMPLETE in 2014.
Durham Day	The Parks & Rec. Department organized a very successful Durham Day in September of this year.	COMPLETE.

- **Task the administrator with developing an operating budget that holds the municipal tax rate at \$8.48 given the assumptions there is no change in the downtown TIF allocations and the anticipated 2016 tax valuation is \$986 million. Preliminary budgets submitted to the administrator by department heads should reflect this Town Council goal. For the medium and long-term, the Town will make an effort to control its spending and explore innovative ways to reduce the municipal tax rate.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
The budget process for 2016 is under way targeting the Town Council goal.	<p>The Council goal has been outlined for staff and departments have been tasked with evaluating possible new revenue sources. Efficiency measures will continue to be explored.</p> <p>To date, we have not identified any new significant areas for savings and on the other side, staff have become so busy that I am receiving expressions of concern in numerous areas that additional staffing is needed to help departments keep up with expectations of the community.</p>	<p>The approved 2015 full tax rate decreased by 2.2%. The Council met its own budget goal in 2015.</p> <p>The 2016 budget process is now under development. The Admin. will have a budget proposal for the Council by the end of October that takes into consideration Council goals.</p> <p>ONGOING</p>
Maintain Aa2 Moody's bond rating from 2013.	Maintain Durham's stable financial position through prudent planning, conservative projections, adequate fund balance, and sound financial practices.	<p>We maintained Durham's AA2 bond rating in 2015 for this year's debt issue.</p> <p>COMPLETE</p>
Defend utility appraisals (PSNH, Fairpoint, Unitil) dating to 2013 statistical update-related abatement requests.	Utility appeals ongoing.	The assessing office and legal counsel have been busy in this area.
Negotiation of successor CBA's with DPFFA and DPMMA units.	Negotiations will commence in the fall 2015 with these two units.	TO BEGIN SHORTLY
Engage with Eversource relative to route and impact of Seacoast Reliability Project.	Discussions with Eversource and UNH have been ongoing concerning this project since the start of 2015. Efforts have been made to mitigate the visual	Every other week meetings have been ONGOING since late-spring. Good progress is being made.

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 14

	<p>impact of new lines/poles in Durham to include burying the line as it crosses Main Street in the vicinity of the Durham/UNH RR Station.</p> <p>The project will potentially add upwards of \$35 million to Durham’s tax base and make the Durham Point Road distribution system more resilient during times of severe weather.</p>	
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• **Identify and address the needs of our citizens to ensure they are well-served by the Town.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Master Plan Update Process	The Master Plan Update process has done much to solicit ideas and goals for Durham’s future as part of ten topical areas that are largely complete at this time. In 2016, the future land use goals will be addressed.	ONGOING
Surveys	The Ag. Commission is undertaking a survey on the Farmers Market for 2015. Few other surveys have been undertaken.	ONGOING
Availability of the Administrator and departments to meet with and discuss issues of interest/concern with residents on an as needed basis.	We strive to be accessible to residents who have concerns they would like to discuss.	ONGOING
Council Public Comment Period	The Town Council regularly receives feedback from residents at meetings about items of interest/concern.	ONGOING

• **Endeavor to make living in Durham less complex and less burdensome for our residents.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Administrator works to facilitate resolution of citizen concerns on an as needed basis.	This is often time consuming but an important part of being a responsive community to citizen concerns.	ONGOING
Eliminate regulations	To date, we have not identified regulations that should be eliminated to make the process less burdensome. Concerning the development	ONGOING

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015

As of (10/19/15) – Page 15

	process, feedback from residents is to the contrary – they desire additional safeguards/regulation.	
Reduce tax rate	Given expectations for excellence demanded by residents, this goal is very challenging without cutting services provided to the community.	ONGOING