



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

NOTICE: Although members of the Town Council will be meeting in the Council chambers, the Council meetings are still available for members of the public to participate via Zoom or in-person.

DURHAM TOWN COUNCIL
MONDAY, OCTOBER 21, 2024
DURHAM TOWN HALL - COUNCIL CHAMBERS
6:00 PM

- IAW RSA 91-A:2 I:
- (a) Strategy or negotiations with respect to collective bargaining; and
 - (b) Consultation with legal counsel relative to the DPOU Collective Bargaining Unit contracts.

NOTE: *This meeting is not open to the public.*

AGENDA
DURHAM TOWN COUNCIL
MONDAY, OCTOBER 21, 2023
DURHAM TOWN HALL - COUNCIL CHAMBERS
7:00 PM

NOTE: *The Town of Durham requires 48 hours notice if special communication aids are needed.*

- I. Call to Order
- II. Town Council grants permission for fewer than a majority of Councilors to participate remotely
- III. Roll Call of Members. Those members participating remotely state why it is not reasonably practical for them to attend the meeting in person
- IV. Approval of Agenda
- V. Special Announcements - Shall the Town Council Adopt **Resolution #2024-23** Recognizing Durham Fire and Public Works for their quick response to the Town Hall Water leak and Recognizing the Employees of the Planning, Zoning, Assessing, IT, Business and Town Clerk/Tax Collector's Departments for their patience and flexibility during the clean-up and renovation efforts?
- VI. Public Comments (*) - **Please state your name and address before speaking**

VII. Report from the UNH Student Senate External Affairs Chair or Designee

VIII. Unanimous Consent Agenda *(Requires unanimous approval. Individual items may be removed by any councilor for separate discussion and vote)*

- A. Shall the Town Council approve the 4th 2024 Warrant for Water and Sewer Totaling \$743,278.61 commit the bills for charges to the Tax Collector for collection and authorize the Administrator to sign said Warrant?
- B. Shall the Town Council, upon recommendation of the Administrator, Ratify the Collective Bargaining Agreement Between the Town of Durham and the Durham Police Officers' Union, New England Police Benevolent Association, Local #21 (DPOU) for the Period January 1, 2025 through December 31, 2026?
- C. Shall the Town Council, Upon Recommendation of the Administrator, Award an Amendment to the Design and Environmental Permitting Contract for the Mill Pond Dam Removal Project to VHB, Inc. of Bedford, NH in the amount of \$77,616 and Authorize the Administrator to Sign Associated Documents?
- D. Shall the Town Council unseal the Nonpublic Session minutes from the year 2006 dated January 23, March 6, April 3, August 21, October 30 and November 6?

IX. Committee Appointments

X. Presentation Items

- A. Presentation of the Quarterly Financial Report through 09/30/2024 - Gail Jablonski, Business Manager
- B. Presentation on the purchase of new voting machines - Chris Reagan, Moderator
- C. Presentation on upgrades to the Wagon Hill farmhouse, barn and ell through the LCHIP grant - Carolyn Singer, Historic District/Heritage Commission
- D. Report from the Integrated Waste Management Advisory Committee – Nell Neal, Chair

XI. Unfinished Business

Discussion of the Administrator's Progress Report, as of September 30, 2024, on the list of approved 2024/2025 Town Council Goals adopted on June 3, 2024

XII. Approval of Minutes – October 7, 2024

XIII. Councilor and Town Administrator Roundtable

XIV. New Business

- A. Shall the Town Council, upon recommendation of the Administrator, Approve the purchase of two Dominion ImageCast Precinct 2 voting system tabulators?
- B. **Discussion and possible Adoption of Resolution #2024-24** Amending Resolution #2013-14 to Change the Membership Composition on the Human Rights Commission to be as follows – Five (5) citizens who are residents of Durham, One (1) Council Representative with a one-year term as an Advisory, Non-Voting Member, and the Administrator as an Advisory, Non-Voting Member.

- C. **Presentation & First Reading on Ordinance #2024-09** Amending Chapter 175 “Zoning,” Article II, “Definitions,” Article XII.1, “Use and Dimensional Standards,” Article XVIII, “Personal Wireless Service Facilities Overlay District,” Article XIX, “Conservation Subdivisions,” and the Zoning Map; and adding a new Article XVIII.1, “Workforce Housing Overlay District.” A public hearing can be set for Monday, November 4, 2024.
- D. **Presentation & First Reading on Ordinance #2024-10** Amending Chapter 175 “Zoning,” Article III, “Administration and Enforcement,” Article VI, “Zoning Board of Adjustment,” Article XII.1, “Use and Dimensional Standards,” Article XX, “Standards for Principal Uses,” and Article XX.1, “Standards for Agricultural Uses.” A public hearing can be set for Monday, November 4, 2024.

XV. Nonpublic Session (if required)

XVI. Extended Councilor and Town Administrator Roundtable (if required)

XVII. Adjourn (NLT 10:30 PM)

(*) *The public comment portion of the Council meeting is to allow members of the public to address matters of public concern regarding town government for up to 5 minutes.*

Obscene, violent, disruptive, disorderly comments, or those likely to induce violence, disruption or disorder, are not permitted and will not be tolerated. Complaints regarding Town staff should be directed to the Administrator.



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#5** TS

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: James Bubar, Councilor

AGENDA ITEM: SHALL THE TOWN COUNCIL ADOPT RESOLUTION #2024-23 RECOGNIZING DURHAM FIRE AND PUBLIC WORKS FOR THEIR QUICK RESPONSE TO THE TOWN HALL WATER LEAK AND RECOGNIZING THE EMPLOYEES OF THE PLANNING, ZONING, ASSESSING, IT, BUSINESS AND TOWN CLERK/TAX COLLECTOR'S DEPARTMENTS FOR THEIR PATIENCE AND FLEXIBILITY DURING THE CLEAN-UP AND RENOVATION EFFORTS?

CC PREPARED BY: Karen Edwards, Administrative Assistant

PRESENTED BY: Todd Selig, Administrator

AGENDA DESCRIPTION:

Last month a water pipe leak caused extensive flooding overnight in the Planning, Zoning, & Assessing Office, the Business Office and the Town Clerk/Tax Collector's Office. The morning the flooding was discovered, the Durham Public Works and Fire Departments responded quickly to stop the leak and begin clean-up of the damage.

Due to the damage to the Town Clerk's Office, business operations have had to be moved to the first-floor conference room. In addition, damage to the Business Office required Jessica Landry to move into Business Manager Gail Jablonski's Office. The IT Department worked quickly to set up computers and printers in both rooms so that all employees would have all the technology they needed to do the regular business of the Town.

This relocation of the Town Clerk's office during the time of tax collection and a major election has caused quite a lot of difficulties and stress. However, the

employees of the Clerk's Office and Town Clerk Rachel Deane have handled the situation with patience and a positive attitude. The Council would like to recognize them for their efforts.

LEGAL AUTHORITY:

N/A

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

N/A

SUGGESTED ACTION OR RECOMMENDATIONS:

MOTION:

The Durham Town Council does hereby ADOPT Resolution #2024-23 recognizing the Durham Fire and Public Works for their quick response to the Town Hall water leak and recognizing the employees of the Planning, Zoning, Assessing, IT, Business and Town Clerk/Tax Collector's Departments for their patience and flexibility during the clean-up and renovation efforts.

RESOLUTION #2024-23 OF DURHAM, NEW HAMPSHIRE

RECOGNIZING DURHAM FIRE AND PUBLIC WORKS FOR THEIR QUICK RESPONSE TO THE TOWN HALL WATER LEAK AND RECOGNIZING THE EMPLOYEES OF THE PLANNING, ZONING, ASSESSING, IT, BUSINESS AND TOWN CLERK/TAX COLLECTOR'S DEPARTMENTS FOR THEIR PATIENCE AND FLEXIBILITY DURING THE CLEAN-UP AND RENOVATION EFFORTS.

WHEREAS, in September of 2024 an overnight water leak caused substantial damage to the Planning, Zoning, Assessing, Business and Town Clerk/Tax Collector's Offices; and

WHEREAS, the Durham Fire Department and the Durham Public Works Department responded quickly and efficiently to the Town Hall the morning the damage was discovered; and

WHEREAS, the Durham Public Works Department employees worked tirelessly to help with clean-up and the moving of furniture; and

WHEREAS, the Information Technology employees worked quickly to help set up alternative work areas for both the Business and Town Clerk/Tax Collector's Offices; and

WHEREAS, the employees of the Town Clerk/Tax Collector's Office have worked quickly to set up a new office space so as to keep the functions of the office running; and

WHEREAS, the employees of the Town Clerk/Tax Collector's Office have been patient and have stayed positive despite being displaced during one of the busiest times of the year with a November General Election;

NOW, THEREFORE, BE IT RESOLVED, that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire does hereby approve **Resolution #2024-23** and does hereby on behalf of the Durham community thank the employees of the Durham Fire, Public Works, Planning, Zoning, Assessing, IT, Business and Town Clerk/Tax Collector's Offices during this difficult time.

PASSED AND ADOPTED by the Town Council of the Town of Durham, New Hampshire this 21st day of October, 2024 by _____ affirmative votes, _____ negative votes, and _____ abstentions.

Sally Needell, Chair
Durham Town Council

ATTEST:

Rachel Deane, Town Clerk-Tax Collector



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#8A** TS

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: April Talon, Town Engineer

AGENDA ITEM: SHALL THE TOWN COUNCIL APPROVE THE 4TH 2024 WARRANT FOR WATER AND SEWER TOTALING \$743,278.61, COMMIT THE BILLS FOR CHARGES TO THE TAX COLLECTOR FOR COLLECTION AND AUTHORIZE THE ADMINISTRATOR TO SIGN SAID WARRANT?

CC PREPARED BY: April Talon, Town Engineer
Gail Jablonski, Business Manager

PRESENTED BY: Gail Jablonski, Business Manager

AGENDA DESCRIPTION:

Attached for the Council's approval is the 4th 2024 Warrant for Water and Sewer totaling \$743,278.61 in accordance with RSA 38:22 II (a) which states: "A municipality may commit bills for charges to the Tax Collector with a warrant signed by the appropriate municipal officials requiring the Tax Collector to collect them." The commitment list is available for viewing in the Town Clerk-Tax Collector's Office and will be available for viewing once the warrant is approved Monday evening.

Water and/or sewer bills are issued quarterly and are based on meter readings which are taken at the beginning of each quarter (on or about January 1, April 1, July 1 and October 1). Bills are calculated on the actual cubic foot (CF) of water used for each account. The Durham Public Works Water Division obtains the necessary readings using an automatic meter reading system and software which collects meter data including account numbers and water meter readings. This information is uploaded into the Town's utility billing software to generate the warrant. Some accounts are water only as is the case for irrigation meters or for properties that have

a septic system. Some accounts are sewer only if they have a residential well. The Town obtains the total number of cubic feet used and converts it to a dollar amount using the cost per cubic foot which is determined during the budget cycle. The amount of cubic feet used can fluctuate from year to year for the same period due to changes in weather (for example when there is more rain, people use less irrigation), time of year (summer versus winter), and whether UNH is in or out of session.

The attached charts compare the actual water and sewer usage and fees for 2019 through 2023 and up through the 3rd quarter of 2024 as compared to the budget.

LEGAL AUTHORITY:

RSA 38:22 II (a)

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

The warrant details are as follows:

	Water	\$377,516.35
Lee Waterline Extension	Water	\$ 26,899.16
	Sewer	<u>\$338,863.10</u>

Total \$743,278.61

with interest at eight percent (8%) on all sums not paid thirty days (30) from the due date.

SUGGESTED ACTION OR RECOMMENDATIONS:

MOTION:

The Durham Town Council does hereby approve the 4th 2024 Warrant for Water and Sewer totaling \$743,278.61, commits the bills for charges to the Tax Collector for collection, and authorizes the Administrator to sign said warrant.

2024 ESTIMATED VS ACTUAL USAGE
January 1 - Sept 30 , 2024

YEARLY COMPARISONS	ESTIMATED WATER			ACTUAL WATER			VARIANCE		
	Cubic Feet (cf)	Rates per 100 cubic feet	cf/100 * Rate	Cubic Feet (cf)	Rates per 100 cubic feet	cf/100 * Rate	CF Estimate vs. Actual	\$ Estimate vs. Actual	% Estimated to Actual
2019	14,420,835	\$ 7.08	\$ 1,020,995	14,035,194	\$ 7.08	\$ 993,692	(385,641)	(\$27,303)	97%
2020	14,853,460	\$ 7.35	\$ 1,091,729	13,863,777	\$ 7.35	\$ 1,018,988	(989,683)	(\$72,742)	93%
2021	14,853,460	\$ 7.74	\$ 1,149,658	14,427,696	\$ 7.74	\$ 1,116,704	(425,764)	(\$32,954)	97%
2022	14,304,304	\$ 8.43	\$ 1,205,853	14,231,786	\$ 8.43	\$ 1,199,740	(72,518)	(\$6,113)	99%
2023	14,447,347	\$ 10.42	\$ 1,505,414	14,656,024	\$ 10.42	\$ 1,527,158	208,677	\$21,744	101%
2024 - 3rd Quarter	10,889,688	\$ 10.61	\$ 1,155,396	10,119,051	\$ 10.61	\$ 1,073,631	(770,637)	\$ (81,765)	93%

*Estimated for 2024 - 3rd quarter is determined by multiplying total 2024 estimate (14,519,584) by (3/4)

YEARLY COMPARISONS	ESTIMATED WATER - LEE EXTENSION			ACTUAL WATER - LEE EXTENSION			VARIANCE - LEE EXTENSION		
	Cubic Feet (cf)	Rates per 100 cubic feet	cf/100 * Rate	Cubic Feet (cf)	Rates per 100 cubic feet	cf/100 * Rate	CF Estimate vs. Actual	\$ Estimate vs. Actual	% Estimated to Actual
2022		\$ 9.69	\$ -	71,693	\$ 9.69	\$ 6,947			0%
2023		\$ 11.98	\$ -	285,509	\$ 11.98	\$ 34,204			0%
2024 - 3rd Quarter		\$ 12.20	\$ -	412,095	\$ 12.20	\$ 50,276			0%

Lee Connections through Sept 30, 2024

YEARLY COMPARISONS	ESTIMATED SEWER			ACTUAL SEWER			VARIANCE		
	Cubic Feet (cf)	Rates per 100 cubic feet	cf/100 * Rate	Cubic Feet (cf)	Rates per 100 cubic feet	cf/100 * Rate	CF Estimate vs. Actual	\$ Estimate vs. Actual	% Estimated to Actual
2019	13,444,655	\$ 8.71	\$ 1,171,029	13,208,897	\$ 8.71	\$ 1,150,495	(235,758)	(\$20,535)	98%
2020	13,713,549	\$ 8.97	\$ 1,230,105	12,843,156	\$ 8.97	\$ 1,152,031	(870,393)	(\$78,074)	94%
2021	13,713,549	\$ 8.97	\$ 1,230,105	13,653,420	\$ 8.97	\$ 1,224,712	(60,129)	(\$5,393)	100%
2022	13,516,701	\$ 8.98	\$ 1,213,800	13,347,445	\$ 8.98	\$ 1,198,601	(169,256)	(\$15,199)	99%
2023	13,651,868	\$ 9.57	\$ 1,306,484	13,815,025	\$ 9.57	\$ 1,322,098	163,157	\$15,614	101%
2024 - 3rd Quarter	10,290,095	\$ 10.31	\$ 1,060,909	9,567,738	\$ 10.31	\$ 986,434	(722,357)	(\$74,475)	93%

*Estimated for 2024 - 3rd quarter is determined by multiplying total 2024 estimate (13,720,127) by (3/4)

1st QUARTER ACTUALS	2019 (total cubic feet)	2020 (total cubic feet)	2021 (total cubic feet)	2022 (total cubic feet)	2023 (total cubic feet)	2024 (total cubic feet)
Water	3,527,540	3,241,246	3,442,141	3,409,428	3,656,574	3,330,501
Water - Lee Extension					63,233	59,073
Sewer	3,382,932	3,095,327	3,286,030	3,292,580	3,514,853	3,211,829

2nd QUARTER ACTUALS	2019 (total cubic feet)	2020 (total cubic feet)	2021 (total cubic feet)	2022 (total cubic feet)	2023 (total cubic feet)	2024 (total cubic feet)
Water	3,355,258	3,186,882	3,689,323	3,502,992	3,657,659	3,230,432
Water - Lee Extension					64,104	132,537
Sewer	3,194,670	2,862,096	3,455,094	3,298,425	3,320,712	3,069,167

3rd QUARTER ACTUALS	2019 (total cubic feet)	2020 (total cubic feet)	2021 (total cubic feet)	2022 (total cubic feet)	2023 (total cubic feet)	2024 (total cubic feet)
Water	3,448,551	3,817,406	3,412,971	3,680,587	3,549,077	3,558,118
Water - Lee Extension				24,319	68,979	220,485
Sewer	3,159,604	3,449,128	3,205,142	3,305,110	3,336,952	3,286,742

4th QUARTER ACTUALS	2019 (total cubic feet)	2020 (total cubic feet)	2021 (total cubic feet)	2022 (total cubic feet)	2023 (total cubic feet)	2024 (total cubic feet)
Water	3,703,845	3,618,243	3,883,261	3,638,779	3,792,715	
Water - Lee Extension				47,374	89,193	
Sewer	3,471,691	3,436,605	3,707,154	3,451,330	3,642,509	

YEARLY TOTALS	2019 (total cubic feet)	2020 (total cubic feet)	2021 (total cubic feet)	2022 (total cubic feet)	2023 (total cubic feet)	2024 (total cubic feet)
Water	14,035,194	13,863,777	14,427,696	14,231,786	14,656,025	10,119,051
Water - Lee Extension				71,693	285,509	412,095
Sewer	13,208,897	12,843,156	13,653,420	13,347,445	13,815,026	9,567,738

2024 BUDGETED VS ACTUAL EXPENDITURES

January 1 - Sept 30, 2024

FUNDS	Budgeted Ending 9/30/24	Actual Ending 9/30/24	Under (Over) 2024	Percent as of 9/30/24	Percent as of 9/30/23
Water	\$1,155,396	\$1,073,631	\$81,765	92.9%	100.3%
Water - Lee Extension		\$50,276	(\$50,276)	0.0%	
Sewer	\$1,060,909	\$986,434	\$74,475	93.0%	99.4%

*Budgeted is determined by multiplying total 2024 by 0.75 or 9 months

STATE OF NEW HAMPSHIRE
WATER/SEWER – 4th WARRANT 2024

STRAFFORD SS

To Rachel Deane, Collector of Water and Sewer Taxes for the Town of Durham in said County.

In the name of said State, you are directed to collect the water and sewer taxes in the list herewith committed to you, amounting in all to the sum of

Seven Hundred Forty-Three Thousand, Two Hundred Seventy-Eight and Sixty-One Cents
(\$743,278.61)

	Water \$ 377,516.35
Lee Waterline Extension Water \$	26,899.16
Sewer \$	<u>338,863.10</u>
Total \$	743,278.61

with interest at eight percent (8%) on all sums not paid thirty (30) days from the due date.

And we further order you to pay all monies collected to the Treasurer of said Town at least on a weekly basis.

As attested by the Town Clerk-Tax Collector, the list on the following pages is a correct list of the assessment of the 4th billing of 2024 computed from the 3rd quarter water and sewer readings of 2024.

ATTEST: _____
Rachel Deane, Town Clerk-Tax Collector

Given under our hands and seal at Durham this 22nd day of October, 2024.

Todd I. Selig, Administrator
Per Town Council vote on 10/21/2024



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#8B** *TS*

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Todd I. Selig, Administrator

AGENDA ITEM: SHALL THE TOWN COUNCIL, UPON RECOMMENDATION OF THE ADMINISTRATOR, RATIFY THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWN OF DURHAM AND THE DURHAM POLICE OFFICERS' UNION, NEW ENGLAND POLICE BENEVOLENT ASSOCIATION, LOCAL #21 (DPOU) FOR THE PERIOD JANUARY 1, 2025 THROUGH DECEMBER 31, 2026?

CC PREPARED BY: Todd I. Selig, Administrator
Gail E. Jablonski, Business Manager

PRESENTED BY: Todd I. Selig, Administrator

AGENDA DESCRIPTION:

The Town began the contract negotiation process in March of 2024 with the Durham Police Officers' Union (DPOU) representing the 13 Patrol Officers and 5 Sergeants covered by the DPOU contract.

The Town's bargaining team comprised of the Town's Labor Attorney, the Business Manager, the Police Chief, Deputy Police Chief, and the Administrator, evaluated the State of New Hampshire economy, Durham's budget priorities/limitations, specific Durham Police Department goals, and the state of labor negotiations within other New Hampshire political subdivisions.

As part of the ratification process for Collective Bargaining Agreements with the form of government in the Town of Durham, the Administrator has the authority to agree to policy and working condition issues within the Agreement. The Town Council,

however, must approve money items. The money items are included in the attached tentative agreement.

The bargaining team believes this Collective Bargaining Agreement will bring Durham's Police Officers and Sergeants up to a competitive position with respect to other communities in terms of pay and benefits. The tentative agreement makes clear that the Town values its employees and is willing to offer competitive pay and benefits for quality work performed, while also keeping the municipal budget in check for the local Durham taxpayer.

The DPOU unit ratified the Agreement by a vote of its membership on August 28, 2024.

A summary of the changes to the Collective Bargaining Agreement are outlined in the attached Proposed Agreement with the DPOU with changes noted dated January 1, 2025 to December 31, 2026 for the Council's information.

Attached are pages 12-15 of information provided by the DPOU during negotiations showing salary survey data for officer and sergeant positions.

The Town's Labor Attorney, Joseph McKittrick, will meet with Councilors on Monday evening at **6:00 PM** to provide more information and answer any questions with regard to this contract. The Town's bargaining team and the Administrator recommend that the Council ratify the agreement at Monday night's Council meeting.

LEGAL AUTHORITY:

RSA 273-A "Public Employee Labor Relations"

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

The Collective Bargaining Agreement will have the following yearly financial impact upon the Town of Durham based on current employees. Changes in these amounts may occur due to personnel turnover.

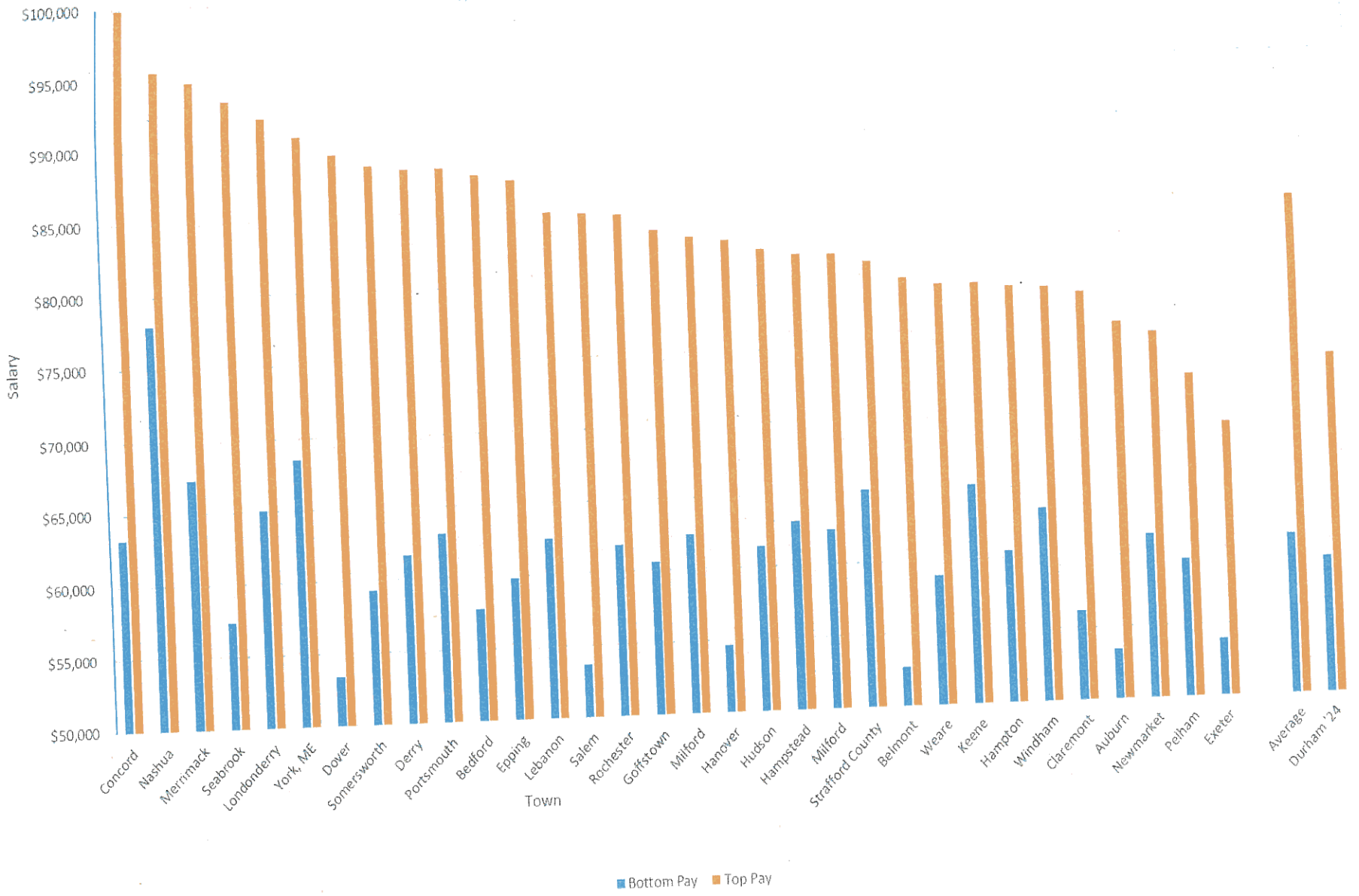
NEPBO CONTRACT 2025-2026	2025	2026
Salary and Benefit Increases	\$ 306,100	\$ 78,600
Additional Holiday (Juneteenth)	\$ 9,300	\$ 9,700
TOTAL ESTIMATED COST IMPACT	\$ 315,400	\$ 88,300

SUGGESTED ACTION OR RECOMMENDATIONS:

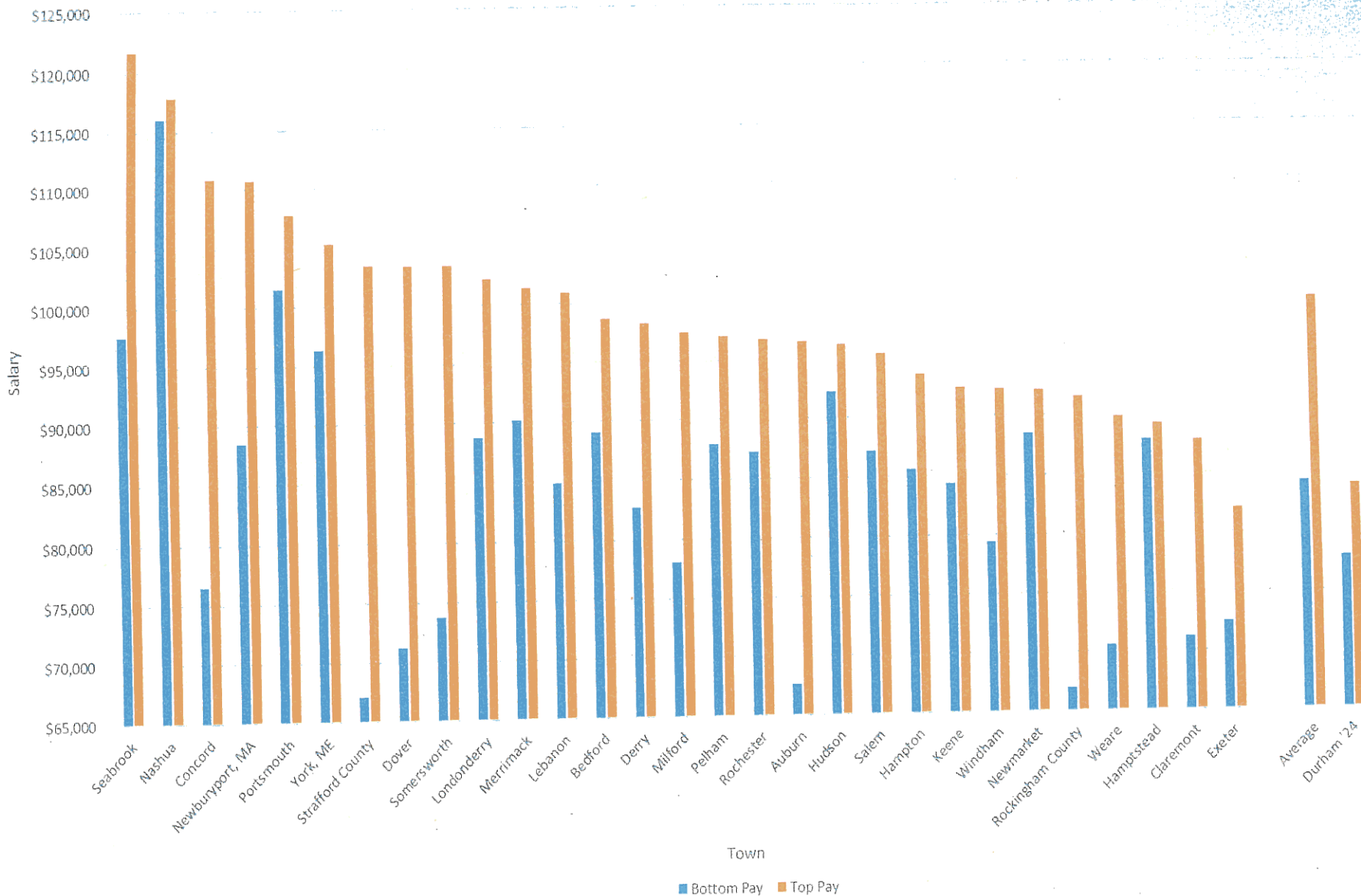
MOTION:

The Durham Town Council does hereby, upon recommendation of the Administrator, Ratify the Collective Bargaining Agreement Between the Town of Durham and the Durham Police Officers' Union, New England Police Benevolent Association, Local #21 (DPOU) for the Period January 1, 2025 through December 31, 2026.

Officers 2025



Sergeants 2025



Officers 2025

<u>Town</u>	<u>Bottom</u>	<u>Top</u>	<u>Population</u>
Newburyport, MA	\$ 61,351.84	\$ 101,700.26	17,926
Concord	\$ 63,213.80	\$ 99,894.22	44,006
Nashua	\$ 78,022.00	\$ 95,618.00	91,124
Merrimack	\$ 67,308.80	\$ 94,848.00	25,969
Seabrook	\$ 57,387.20	\$ 93,412.80	13,560
Londonderry	\$ 65,041.60	\$ 92,185.60	24,129
York, ME	\$ 68,496.33	\$ 90,762.80	12,529
Dover	\$ 53,365.03	\$ 89,422.48	33,171
Somersworth	\$ 59,321.60	\$ 88,608.00	12,066
Derry	\$ 61,657.44	\$ 88,307.44	33,109
Portsmouth	\$ 63,037.50	\$ 88,267.21	22,277
Bedford	\$ 57,750.29	\$ 87,719.91	21,203
Epping	\$ 59,800.00	\$ 87,297.60	7,045
Lebanon	\$ 62,426.92	\$ 85,005.44	15,005
Salem	\$ 53,602.00	\$ 84,885.00	30,647
Rochester	\$ 61,860.19	\$ 84,742.10	32,869
Goffstown	\$ 60,569.60	\$ 83,553.60	18,577
Milford	\$ 62,416.12	\$ 83,015.72	15,115
Hanover	\$ 54,632.50	\$ 82,735.46	8,744
Hudson	\$ 61,444.24	\$ 81,975.40	25,394
Hampstead	\$ 63,035.91	\$ 81,562.16	8,523
Milford	\$ 62,416.12	\$ 81,515.72	15,115
Strafford County	\$ 65,089.96	\$ 80,930.72	
Belmont	\$ 52,629.13	\$ 79,682.93	7,356
Weare	\$ 58,935.24	\$ 79,230.06	9,076
Keene	\$ 65,217.88	\$ 79,225.12	23,106
Hampton	\$ 60,484.84	\$ 78,905.32	15,564
Windham	\$ 63,434.44	\$ 78,806.06	13,592
Claremont	\$ 56,178.09	\$ 78,388.03	13,039
Auburn	\$ 53,418.27	\$ 76,190.64	4,953
Newmarket	\$ 61,343.00	\$ 75,469.21	9,147
Pelham	\$ 59,529.60	\$ 72,363.20	14,049
Exeter	\$ 53,924.65	\$ 69,028.11	16,049
Average	\$ 61,066.63	\$ 84,662.13	20,439
Durham '24	\$ 59,441.11	\$ 73,510.00	16,574

Sergeants 2025

<u>Town</u>	<u>Bottom</u>	<u>Top</u>	<u>Population</u>
Seabrook	\$ 97,661.06	\$ 121,742.40	13,560
Nashua	\$ 116,088.00	\$ 117,829.32	91,124
Concord	\$ 76,474.84	\$ 110,852.06	44,006
Newburyport, MA	\$ 88,537.11	\$ 110,671.39	17,926
Portsmouth	\$ 101,507.19	\$ 107,752.10	22,277
York, ME	\$ 96,335.15	\$ 105,347.22	12,529
Strafford County	\$ 67,066.86	\$ 103,430.25	
Dover	\$ 71,218.93	\$ 103,386.54	33,171
Somersworth	\$ 73,715.20	\$ 103,355.20	12,066
Londonderry	\$ 88,712.00	\$ 102,211.20	24,129
Merrimack	\$ 90,188.80	\$ 101,358.40	25,969
Lebanon	\$ 84,893.44	\$ 100,908.96	15,005
Bedford	\$ 89,016.26	\$ 98,693.92	21,203
Derry	\$ 82,665.38	\$ 98,207.38	33,109
Milford	\$ 78,037.06	\$ 97,398.82	16,131
Pelham	\$ 87,963.20	\$ 97,011.20	14,049
Rochester	\$ 87,284.36	\$ 96,773.73	32,869
Auburn	\$ 67,621.09	\$ 96,483.49	4,953
Hudson	\$ 92,187.68	\$ 96,195.84	25,394
Salem	\$ 87,214.00	\$ 95,368.00	30,647
Hampton	\$ 85,621.12	\$ 93,573.48	15,564
Keene	\$ 84,323.20	\$ 92,435.20	23,106
Windham	\$ 79,398.80	\$ 92,271.20	13,592
Newmarket	\$ 88,471.66	\$ 92,071.98	9,147
Rockingham Count	\$ 66,976.00	\$ 91,520.00	
Weare	\$ 70,538.83	\$ 89,824.64	9,076
Hamptstead	\$ 87,883.70	\$ 89,184.96	8,523
Claremont	\$ 71,202.46	\$ 87,794.60	13,039
Exeter	\$ 72,510.22	\$ 82,038.66	16,049
Average	\$ 84,242.98	\$ 99,773.34	22,156
Durham '24	\$ 77,920.88	\$ 83,942.92	16,574



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#8C** *TS*

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Public Works Department

AGENDA ITEM: SHALL THE TOWN COUNCIL UPON RECOMMENDATION OF THE ADMINISTRATOR, AWARD AN AMENDMENT TO THE DESIGN AND ENVIRONMENTAL PERMITTING CONTRACT FOR THE MILL POND DAM REMOVAL PROJECT TO VHB, INC. OF BEDFORD, NH IN THE AMOUNT OF \$77,616 AND AUTHORIZE THE ADMINISTRATOR TO SIGN ASSOCIATED DOCUMENTS?

CC PREPARED BY: April Talon, P.E. Town Engineer

PRESENTED BY: April Talon, P.E. Town Engineer

AGENDA DESCRIPTION:

The purpose of this Council Communication is to request the Town Council's approval to award an Amendment to the Design and Environmental Permitting Contract, for the Mill Pond Dam Removal Project to Vanasse Hangen Brustlin, Inc. of Bedford, NH In the Amount of \$77,616.

A Standard Dredge and Fill Wetlands Permit Application was submitted to the NHDES for the Mill Pond Dam removal in February. NHDES issued comments on the application package this past Spring, including many detailed technical comments. This design and permitting amendment will allow the Town and VHB to complete a comprehensive and thorough response to NHDES' comments. It includes funding for senior technical support in the area of ecological risk assessment and an allowance to make minor design changes should they be deemed necessary.

Durham Public Works Department and its consultant team are currently preparing responses to those comments and expects to submit an information package to NHDES in early December. Permitting through the NHDES Shoreland Program will also occur for impacts proposed within the 250-foot Protected Shoreland of the Oyster River, beyond the limits of Mill Pond. These reviews will ensure that this project complies with all applicable state and federal environmental regulations related to wetlands and streams.

The Town of Durham continues project planning to remove the Mill Pond Dam on the Oyster River (also referred to as the Oyster River Dam at Mill Pond) due to concerns regarding its structural integrity and stability and to improve habitat for anadromous fish. The Town is also advancing a related project that will install upstream fish passage on the Oyster Reservoir Dam (aka the "UNH Dam"). The proposed work will include the restoration of the Oyster River channel upstream of the dam and invasive species management in the drained impoundment area. A planting plan has also been developed to improve post-construction aesthetics while the project area revegetates. The project is funded by more than \$4.0 million in state and federal grants.

Among the numerous ecological benefits, this restoration project will improve upstream fish passage, restore the natural functions and values of the Oyster River, increase habitat diversity, and allow tidal flow to extend farther upstream. Extensive coordination with various parties (such as the NH Department of Environmental Services (NHDES), US Army Corps of Engineers, NH Natural Heritage Bureau, NH Fish and Game Department, NH Division of Historical Resources, Durham Conservation Commission, and many others) has been crucial for the permitting process and will be ongoing throughout construction.

The dam removal is subject to review under Section 106 of the National Historic Preservation Act, which requires the federal agencies leading the project to identify and evaluate the impacts the project may have on historic and archaeological resources. Section 106 is a four step consultation processes, and as part of that process the Town, US Army Corps of Engineers (Corps), the National Oceanic and Atmospheric Administration (NOAA), NH Division of Historical Resources (NHDHR) have been regularly meeting with a large number of "consulting parties," which include property owners, the Durham Historic District/Heritage Commission, Durham Historic Association, Tribal representatives, conservation organizations, and others with an interest in historic resources. The agencies and consulting parties have worked through the first three steps, identifying the historic and archaeological resources through research and surveys and assessing the adverse effects that would be caused by the dam's removal. A consulting party meeting was held on March 26, 2024 where the Town, agencies, and consulting parties developed a mitigation package to offset the adverse effect caused by the

project. These mitigation measures will be written into a Memorandum of Agreement to be signed by the Town, NHDHR, NOAA, and the Corps.

The Town has also taken steps to advertise the project for construction bids. Given the complex nature of dam removal and river restoration construction, the Town's process included a pre-qualification step to ensure that only bids from well qualified contractors will be considered. In March the Town issued a public notice soliciting qualifications packages from all interested contractors. The Town received prequalification statements from six contractors based in NH, Maine, and Massachusetts. Upon reviewing those statements, the Town notified five of those contractors that they met the prequalification criteria and will be allowed to bid on the project. Once the Town and VHB have resolved all permitting work, full bid documents will be made available to those five qualified contractors to submit competitive bids for construction.

The project team is also working on two related efforts - improving fish passage on the Oyster Reservoir Dam upstream of the Mill Pond Dam, and planning improvements to the Mill Pond Park to adapt that public space to the restored Oyster River. Two conceptual designs for the Oyster Reservoir Dam have been developed - including a "nature-like bypass" and a "Denil ladder" (like the ladder on the Mill Pond Dam). The Town is working with UNH and several resource agencies to select an alternative for final design. The Mill Pond Park improvements planning is also progressing, with a field meeting scheduled for this November. A draft of that plan is expected in 2025.

Expected Project Completion Schedule

Data collection, final design, environmental permitting, and Section 106 consultation efforts began in May 2022 and are expected to be completed by late 2024. The Implementation Start Date (i.e., removal of the dam and restoration of the river channel) would be spring/summer 2025, with removal of the dam and restoration of the river expected to be completed by Fall 2025. Installation of the fishway at the Oyster Reservoir Dam is expected to occur in 2026.

Current Secured Grant Funding

In February 2023 the Town received \$284,226 in American Rescue Plan Act (ARPA) grant monies for the design and permitting of the Mill Pond Dam Removal/River Restoration project through the New Hampshire Department of Environmental Services (NHDES) Critical Flood Infrastructure Grant (CFRING).

\$290,000 in FY23 monies was received from NOAA Community Based Restoration Program for the design of Fish Passage at the Oyster Reservoir Dam (Located at the UNH/Durham Water Treatment Plant)

NOAA Community Based Restoration Program has indicated that the remaining construction funding of approximately \$3.2M (Mill Pond Dam Removal and River Restoration) and (Oyster Reservoir Dam fish passage construction) will be released when final design/permitting and construction cost estimates have been completed.

LEGAL AUTHORITY:

N/A

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

ACCOUNT	TITLE	BUDGETED	EXPENSED/ ENCUMBERED TO DATE	REQUESTED	REMAINING
07-2285- 801-36-000	Oyster River Dam (Mill Pond)	\$1,600,000	\$2,365	\$77,616	\$1,520,019
TOTAL				\$77,616	\$1,520,019

SUGGESTED ACTION OR RECOMMENDATIONS:

MOTION:

The Durham Town Council does hereby, upon Recommendation of the Administrator, Award an Amendment to the Design and Environmental Permitting Contract for the Mill Pond Dam Removal Project to VHB, Inc. of Bedford, NH in the amount of \$77,616 and Authorize the Administrator to Sign Associated Documents.



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#8D**

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Administrator Todd Selig

AGENDA ITEM: SHALL THE TOWN COUNCIL UNSEAL THE NONPUBLIC SESSION MINUTES FROM THE YEAR 2006 DATED JANUARY 23, MARCH 6, APRIL 3, AUGUST 21, OCTOBER 30 AND NOVEMBER 6?

CC PREPARED BY: Karen Edwards, Administrative Assistant

PRESENTED BY: Todd I. Selig, Administrator

AGENDA DESCRIPTION:

The process for Nonpublic Session minutes is stated in RSA 91 A:3 as follows:

III. Minutes of meetings in nonpublic session shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes of such sessions shall record all actions in such a manner that the vote of each member is ascertained and recorded. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present taken in public session, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the public body itself, or render the proposed action ineffective, or pertain to terrorism, more specifically, to matters relating to the preparation for and the carrying out of all emergency functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life. This shall include training to carry out such functions. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply. For all meetings held in nonpublic session, where the minutes or decisions were determined to not be subject to full public disclosure, a list of such minutes or decisions shall be kept and this list shall be made available as soon as practicable for public disclosure. This list shall identify the public body and include the date and time of the meeting in nonpublic session, the specific exemption under paragraph II on its face which is relied upon as foundation for the nonpublic session, the date of the decision to withhold the minutes or decisions from public disclosure, and the

date of any subsequent decision, if any, to make the minutes or decisions available for public disclosure. Minutes related to a discussion held in nonpublic session under subparagraph II(d) shall be made available to the public as soon as practicable after the transaction has closed or the public body has decided not to proceed with the transaction.

IV. (a) A public body or agency may adopt procedures to review minutes of meetings held in nonpublic session and to determine by majority vote whether the circumstances that justified keeping meeting minutes from the public under RSA 91-A:3, III no longer apply. If the public body determines that those circumstances no longer apply, the minutes shall be available for release to the public pursuant to this chapter.

*(b) In the absence of an adopted procedure to review and determine whether the circumstances no longer apply for meeting minutes kept from the public, the public body or agency shall review and determine by majority vote whether the circumstances that justified keeping meeting minutes from the public under RSA 91 A:3, III no longer apply. This review shall occur no more than 10 years from the last time the public body voted to prevent the minutes from being subject to public disclosure. **Meeting minutes that were kept from the public prior to the effective date of this paragraph that are not reviewed by the public body or agency within 10 years of the effective date of this paragraph shall be subject to public disclosure without further action of the public body.***

This statute was revised in 2023 to contain the last highlighted section. The Town of Durham has sealed nonpublic minutes dating back to 2000. Throughout this year, these minutes will be brought to the Council to determine if they should remain sealed or be unsealed for public viewing. At this meeting the nonpublic minutes from the year 2006 will be reviewed. The Administrator has reviewed the minutes from the meetings listed and has determined there is no longer a valid reason to keep the minutes sealed.

LEGAL AUTHORITY:

RSA 91 A:3

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

N/A

SUGGESTED ACTION OR RECOMMENDATIONS:

The Town Council does hereby unseal the Nonpublic Session minutes from the year 2006 dated January 23, March 6, April 3, August 21, October 30 and November 6.



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#10A** TS

DATE: **October 21, 2024**

COUNCIL COMMUNICATION

INITIATED BY: Gail Jablonski, Business Manager

AGENDA ITEM: QUARTERLY FINANCIAL REPORT THROUGH SEPT 30, 2024

CC PREPARED BY: Gail Jablonski, Business Manager

PRESENTED BY: Gail Jablonski, Business Manager

AGENDA DESCRIPTION:

In compliance with section 5.6 of the Durham Town Charter attached for your review and consideration is a financial report for 2024 through September 30, 2024. General Fund information is broken down by function which may be helpful for your analysis and for the purpose of discussion at the Town Council Meeting. Revenue and expense reports for all other funds are presented in summary format. You will note on the attached report that the last column indicates the Percent Collected/Expended as of 09/30/23 for year-to-year comparison purposes.

In reviewing the budget, I have noted that several of the smaller departmental revenue accounts are lower than expected, however, the recreation revenues have exceeded expectations. We are still waiting for the State of NH to issue the Meals and Room Tax and final Highway Block Grant payment which will be shown in the State/Federal Revenues line.

I do not foresee any areas of concern in the expenditures, and as noted by the respective Department Heads below, all have confirmed they do not anticipate going over their bottom line budget. The Town Council Contingency Fund has expended \$30,326.10 in unanticipated costs related to the Communication System upgrade between the Town and Strafford County Dispatch Center.

Reports from the Fire, Police and Public Works Departments regarding their individual budget statuses are as follows:

Fire Chief Dave Emanuel

The fire department is tracking to end the year within the approved FY 2024 operating budget. We have diverted funding from across the organization to fund the suppression overtime line. Barring unforeseen events, I do not anticipate running over budget.

Police Chief Rene Kelley

While we will be overspent in some lines, bottom line should come in under budget.

Public Works Director Richard Reine

The Public Works Director has verbally stated that although they have several large purchases pending, the budget will not be overspent.

LEGAL AUTHORITY:

Durham Town Charter Section 5.6

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

The Town's expenditures as of September 30, 2024 show a total expenditure of \$14,427,749 or 74.7% of the total approved budget amount of \$19,315,015. To compare, the amount expended as of September 30, 2023 was 74.8%.

SUGGESTED ACTION OR RECOMMENDATIONS:

No formal action is required. This report is presented as information to keep the Council informed on the Town's financial position.

2024 Budget/Estimated General Fund January 1 - September 30, 2024					
PROPERTY TAXES/ABATEMENTS/CREDITS	Estimated Revenue 2024	Revenues Ending 09/30/24	Revenues Under (Over) 2024	Percent Collected 09/30/24	Percent Collected 09/30/23
Property Taxes	\$10,795,215	\$5,028,880	\$5,766,335	46.6%	50.7%
Payment in Lieu of Taxes	\$1,102,100	\$0	\$1,102,100	0.0%	0.0%
Abatements	(\$485,000)	(\$126,046)	(\$358,954)	26.0%	8.3%
Veteran Service Credits	(\$129,500)	\$0	(\$129,500)	0.0%	0.0%
REVENUES	Estimated Revenue 2024	Revenues Ending 09/30/24	Revenues Under (Over) 2024	Percent Collected 09/30/24	Percent Collected 09/30/23
Interest and Penalties on Delinquent Taxes	\$60,000	\$30,019	\$29,981	50.0%	121.6%
Permit Fees	\$1,606,650	\$1,213,701	\$392,949	75.5%	91.9%
State/Federal Revenues	\$1,667,100	\$251,635	\$1,415,465	15.1%	20.9%
Intergovernmental Revenues (ORCSD-SRO)	\$91,500	\$91,534	(\$34)	100.0%	100.0%
UNH - Shared Services, School, Fire & Debt Service	\$2,714,350	\$2,681,388	\$32,962	98.8%	98.1%
Departmental Income	\$285,700	\$365,562	(\$79,862)	128.0%	96.9%
Fire and Police Special Details	\$170,000	\$112,370	\$57,630	66.1%	105.2%
Miscellaneous Revenue	\$951,900	\$632,793	\$319,107	66.5%	82.3%
Fund Balance	\$485,000	\$0	\$485,000	0.0%	0.0%
Total General Fund Revenues	\$8,032,200	\$5,379,002	\$2,653,198	67.0%	49.5%
EXPENDITURES	Council Budget 2024	Expended Through 09/30/24	Expenditures Under (Over) 2024	Percent Expended 09/30/24	Percent Expended 09/30/23
GENERAL GOVERNMENT					
Town Council	\$162,250	\$54,987	\$107,263	33.9%	12.0%
Town Treasurer	\$6,030	\$4,306	\$1,724	71.4%	71.4%
Town Administrator	\$416,400	\$345,640	\$70,760	83.0%	77.6%
Elections	\$28,100	\$16,491	\$11,609	58.7%	59.0%
Tax Collector/Town Clerk	\$283,840	\$226,864	\$56,976	79.9%	70.3%
Accounting	\$499,980	\$345,861	\$154,119	69.2%	73.8%
Assessing	\$238,350	\$204,749	\$33,601	85.9%	65.4%
Legal - Attorney Fees	\$80,000	\$49,901	\$30,099	62.4%	51.9%
Planning	\$216,900	\$161,124	\$55,776	74.3%	73.4%
Boards/Commissions/Committees	\$59,100	\$33,838	\$25,262	57.3%	47.0%
DCAT	\$183,970	\$127,699	\$56,271	69.4%	67.1%
GIS	\$120,650	\$85,865	\$34,785	71.2%	70.10%
MIS	\$564,430	\$471,982	\$92,448	83.6%	77.0%
Building Inspection	\$244,400	\$176,274	\$68,126	72.1%	61.2%
Emergency Management	\$1,000	\$745	\$255	74.5%	40.0%
Other General Government	\$409,000	\$255,760	\$153,240	62.5%	68.1%
General Government Total	\$3,514,400	\$2,562,086	\$952,314	72.9%	66.7%
PUBLIC SAFETY					
Police Department	\$3,540,645	\$2,398,147	\$1,142,498	67.7%	72.3%
Police Department Special Details	\$84,000	\$56,735	\$27,265	67.5%	107.3%
Fire Department	\$4,863,250	\$3,426,637	\$1,436,613	70.5%	71.5%
Fire Department Special Details	\$38,600	\$23,883	\$14,717	61.9%	87.2%
Communication Center	\$31,000	\$23,436	\$7,564	75.6%	115.3%
Ambulance Services	\$147,720	\$110,789	\$36,931	75.0%	75.0%
Public Safety Total	\$8,705,215	\$6,039,627	\$2,665,588	69.4%	72.3%

EXPENDITURES	Council Budget 2024	Expended Through 09/30/24	Expenditures Under (Over) 2024	Percent Expended 09/30/24	Percent Expended 09/30/23
PUBLIC WORKS					
Administration	\$406,100	\$294,215	\$111,885	72.4%	70.8%
Engineer	\$163,900	\$73,869	\$90,031	45.1%	56.0%
Stormwater Permitting	\$3,500	\$0	\$3,500	0.0%	52.2%
Town Buildings	\$360,500	\$221,433	\$139,067	61.4%	65.7%
Town Cemeteries & Trusted Graveyards	\$10,850	\$2,592	\$8,258	23.9%	67.6%
Wagon Hill & Parks & Grounds Maintenance	\$223,910	\$203,241	\$20,669	90.8%	87.1%
Equipment Maintenance	\$288,550	\$233,287	\$55,263	80.8%	51.4%
Roadway Maintenance	\$195,800	\$115,709	\$80,091	59.1%	60.9%
Drainage & Vegetation	\$142,100	\$104,174	\$37,926	73.3%	72.9%
Snow Removal	\$340,900	\$170,953	\$169,947	50.1%	60.4%
Traffic Control	\$155,500	\$107,667	\$47,833	69.2%	74.7%
Bridges & Dams	\$231,650	\$144,581	\$87,069	62.4%	58.3%
Public Works Use of Donations	\$0	\$0	\$0	0.0%	0.0%
Public Works Total	\$2,523,260	\$1,671,721	\$851,539	66.3%	64.9%
SANITATION					
Solid Waste Administration	\$214,850	\$168,068	\$46,782	78.2%	59.9%
Rolloff Vehicle Operation	\$72,900	\$41,798	\$31,102	57.3%	55.3%
Curbside Collection	\$235,600	\$168,064	\$67,536	71.3%	74.7%
Litter Removal	\$31,300	\$15,329	\$15,971	49.0%	57.8%
Recycling	\$171,700	\$104,341	\$67,359	60.8%	71.3%
Solid Waste Management Facility (SWMF)	\$160,900	\$135,404	\$25,496	84.2%	71.0%
Sanitation Total	\$887,250	\$633,004	\$254,246	71.3%	67.5%
HEALTH & WELFARE					
Health Inspector	\$150	\$0	\$150	0.0%	30.0%
Social Service Agencies	\$12,050	\$12,050	\$0	100.0%	100.0%
Direct Assistance (Welfare)	\$40,000	\$79,088	(\$39,088)	197.7%	232.3%
Health & Welfare Total	\$52,200	\$91,138	(\$38,938)	174.6%	192.7%
CULTURE & RECREATION					
Parks & Recreation Department	\$428,515	\$368,846	\$59,669	86.1%	76.2%
UNH Outdoor Pool and ORYA	\$0	\$0	\$0	0.0%	0.0%
Parks & Recreation Committee	\$1,500	\$567	\$933	37.8%	60.0%
Memorial Day	\$500	\$207	\$293	41.4%	131.0%
Conservation	\$62,600	\$25,770	\$36,830	41.2%	54.0%
Culture & Recreation Total	\$493,115	\$395,390	\$97,725	80.2%	73.9%
DEBT SERVICE					
Principal	\$1,370,010	\$1,275,898	\$94,112	93.1%	98.0%
Interest	\$338,550	\$331,080	\$7,470	97.8%	95.8%
Debt Service Charges	\$6,000	\$2,790	\$3,210	46.5%	66.7%
Debt Service Total	\$1,714,560	\$1,609,768	\$104,792	93.9%	97.3%
TRANSFERS					
Transfer to Library	\$633,515	\$633,515	\$0	100.0%	100.0%
Transfer to Capital Project Fund	\$771,500	\$771,500	\$0	100.0%	100.0%
Transfer to Capital Reserve Fund	\$20,000	\$20,000	\$0	100.0%	100.0%
Debt Service Total	\$1,425,015	\$1,425,015	\$0	100.0%	100.0%
TOTAL GENERAL FUND EXPENDITURES	\$19,315,015	\$14,427,749	\$4,887,266	74.7%	74.8%

**2024 Budget/Estimated Other Funds Summary
January 1 - September 30, 2024**

Water Fund	Estimated 2024	Ending 09/30/24	Under (Over) 2024	Percent as of 09/30/24	Percent as of 09/30/23
Revenues	\$1,545,482	\$1,121,136	\$424,346	72.5%	73.5%
Expenses	\$1,545,482	\$1,239,073	\$306,409	80.2%	85.3%
Sewer Fund	Estimated 2024	Ending 09/30/24	Under (Over) 2024	Percent as of 09/30/24	Percent as of 09/30/23
Revenues	\$3,344,030	\$2,949,896	\$623,613	88.2%	88.6%
Expenses	\$3,344,030	\$2,788,095	\$555,935	83.4%	85.2%
Parking Fund	Estimated 2024	Ending 09/30/24	Under (Over) 2024	Percent as of 09/30/24	Percent as of 09/30/23
Revenues	\$448,000	\$345,742	\$102,258	77.2%	77.5%
Expenses	\$448,000	\$206,432	\$241,568	46.1%	55.8%
Depot Road Fund	Estimated 2024	Ending 09/30/24	Under (Over) 2024	Percent as of 09/30/24	Percent as of 09/30/23
Revenues	\$139,000	\$129,094	\$9,906	92.9%	104.5%
Expenses	\$139,000	\$3,683	\$135,317	2.6%	7.9%
Churchill Rink Fund	Estimated 2024	Ending 09/30/24	Under (Over) 2024	Percent as of 09/30/24	Percent as of 09/30/23
Revenues	\$342,500	\$212,868	\$129,632	62.2%	60.2%
Expenses	\$342,500	\$180,481	\$162,019	52.7%	54.8%
Library Fund	Estimated 2024	Ending 09/30/24	Under (Over) 2024	Percent as of 09/30/24	Percent as of 09/30/23
Revenues	\$652,765	\$641,316	\$11,449	98.2%	97.0%
Expenses	\$652,765	\$482,290	\$170,475	73.9%	74.7%



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#10B & 14A** *TS*
DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Moderator Chris Regan & Town Clerk Rachel Deane

AGENDA ITEM: SHALL THE TOWN COUNCIL, UPON RECOMMENDATION OF THE ADMINISTRATOR, APPROVE THE PURCHASE OF TWO DOMINION IMAGECAST PRECINCT 2 VOTING SYSTEM TABULATORS?

CC PREPARED BY: Karen Edwards, Administrative Assistant

PRESENTED BY: Moderator Chris Regan

AGENDA DESCRIPTION:

The town intends to purchase new ballot counting devices to replace the older model Accuvote machines, which are no longer supported by the state's election vendor, LHS. The deadline to order new machines in time for the March 2025 election will be by January 13, 2025.

Each machine costs \$7,000, however, the NH-Secretary of State's Office will offer grants from the Help America Vote Act (HAVA) to contribute \$3,500 per machine for new ballot counting devices. This grant is paid directly to vendor. The deadline to apply for the Help America Vote Act grant is June 30, 2026.

LEGAL AUTHORITY:

RSA 656:40, Electronic Ballot Counting Devices: "Any town, or the mayor and aldermen of any city, may vote to lease or purchase electronic ballot counting devices for the elections held in said town or city."

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

The total cost for two machines will be \$7,000. The Administrator is recommending contingency funds (account 01-4130-101-88-000) budgeted in the Town Council budget for 2024 be used to expedite this purchase.

SUGGESTED ACTION OR RECOMMENDATIONS:

MOTION:

The Durham Town Council does hereby, upon recommendation of the Administrator, approve the purchase of two Dominion ImageCast Precinct 2 voting system tabulators.



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#10C** TS
DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Carolyn Singer, Historic District/Heritage Commission

AGENDA ITEM: PRESENTATION ON UPGRADES TO THE WAGON HILL FARMHOUSE, BARN AND ELL THROUGH THE LCHIP GRANT.

CC PREPARED BY: Karen Edwards, Administrative Assistant

PRESENTED BY: Carolyn Singer, Historic District/Heritage Commission

AGENDA DESCRIPTION:

In the fall of 2023, Historic District Commission member Carolyn Singer, working with town staff, authored a grant application to the New Hampshire Land and Community Heritage Investment Program (LCHIP) for a grant to support the rehabilitation of the 1804 Bickford-Chesley House at Wagon Hill Farm.

The Bickford-Chesley House, an 1804 Federal-style farmhouse with mid-19th century updates, is a well-preserved example of local architecture and construction. The house retains a high degree of integrity with few changes since the 19th century. It has significance for Federal and Greek Revival style design and timber frame construction, which is an important example of local building practices. On land originally occupied by the Abenaki, it was one of the first farms in the area to be settled by Europeans, and it remained in consistent agricultural use for nearly 300 years.

The Town has been awarded a grant in the amount of \$286,600. The scope of work to be completed on the Main House and the Main House and Original Ell is as follows.

LCHIP-FUNDED SCOPE OF WORK:

- Main House
Moisture Mitigation

- Install perimeter drainage system
- Install gutters on north and south elevations and rear porch eaves
- Purchase and install sump pump
- Purchase and install dehumidifier

Interior – First Floor

- Complete rehabilitation substantially as described in the report entitled “*Bickford-Chesley House, Durham, NH Addendum*” prepared by Bedard Preservation & Restoration in May, 2023 and provided to LCHIP as an attachment to Recipient’s 2023 grant application (“Addendum”).

Interior – Second Floor

- Ceilings - treatment substantially as described in the Addendum.
- Flooring - temporarily remove floorboards, clean out bays. Floorboards are to be documented, labeled, and returned to their original location after work is complete.
- Rewire the second floor.
- Reinsulate the second floor.

- Main House and Original Ell

Foundation

- Reconstruct and/or repair brick and stone foundation, repoint.
- Reset granite pieces as needed.
- Replace perimeter sills, center floor girt, and rotten joists. Add support columns as needed.
- Level gravel floor in basement, pour concrete.
- Two chimneys: repair bases and fireboxes, repoint.

Exterior

- Clapboards: repair where possible, replace when deteriorated beyond the point of repair. Prime and paint.
- Porch: repair framing, floor, posts, trim, ceiling, and steps where possible, replace when deteriorated beyond the point of repair. Prime and paint.
- Excluded: The installation of 27 new windows/sashes described in Recipient’s 2023 grant application are specifically excluded from the LCHIP-funded scope of work.

On February 19, 2024, the Town Council approved Resolution #2024-04 authorizing the acceptance and expenditure of \$286,600 in unanticipated revenue from the NH

Land and Community Heritage Investment Program (LCHIP) to support the rehabilitation of the 1804 Bickford-Chesley House at Wagon Hill Farm.

Carolyn Singer from the Historic District/Heritage Commission has been invited to tonight's Council meeting to give an update on the renovations to the Bickford-Chesley House.

LEGAL AUTHORITY:

N/A

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

N/A

SUGGESTED ACTION OR RECOMMENDATIONS:

No formal action required. Receive presentation from Carolyn Singer and hold discussion, if desired.

October 16, 2024

Dear Members of the Town Council:

The Durham Historic District/Heritage Commission on October 10, 2024 voted enthusiastically to endorse **Option 3** relative to funding the rehabilitation of the Bickford-Chesley House and necessary improvements to the ell and "new" barn at Wagon Hill Farm. Opening up this property to full use by the community will have enormous benefit. The "new barn" will provide important space for educational programming for both children and adults, while the gallery will provide space to showcase the rich cultural, historical, and artistic heritage of past and current residents. **Option 2** is our second choice.

Option 1 – LCHIP with Basic Occupancy- \$1,506,814.25

This carries the Scope laid out by the LCHIP documents plus additional scope needed to occupy the first floor and ell. It includes exterior window replacement, accessibility ramp, two ell bathrooms, complete sprinkler system, life safety electrical, rough wiring and plumbing of the second floor, rehabilitation of the basement and first floor, dehumidification and sump pump for the basement, front porch and exterior trim and siding repairs, Exterior painting, new ell door, exterior grading and masonry repairs. **Not recommended.**

Option 2 – LCHIP scope +2nd floor and 4- ell bathrooms and finishing of the Barn for 3-season use - \$1,849,416.77

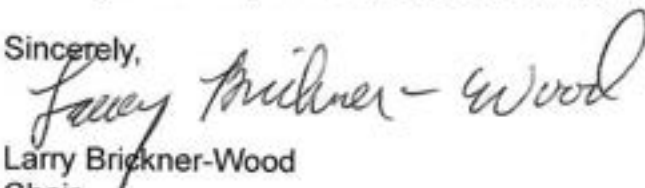
This carries the LCHIP scope outlined above plus all four of the ell bathrooms, full sprinkler system with life safety lighting and fire alarm, finishing the rehabilitation of the 2nd floor caretakers quarters, accessibility ramp, insulation, and heating of the ell bathrooms, HVAC for the Historic 1st and second floors, historic window replacements, life safety and egress required for 3-Season use of the unconditioned barn. This will give us the full use of the caretaker's apartment and gallery, and a 3-season barn. **Recommended as 2nd Choice.**

Option 3 – Complete Scope, Full Occupancy- \$2,030,572.06

This scope covers the complete building, from the LCHIP scope, the historic section occupancy, along with finishing of the barn as a "vanilla box," and additional two ell bathrooms, full fire alarm, full sprinkler, rated separations between the storage underneath the barn and the main floor, insulation and HVAC for the barn, added egress and foyers for the barn. This will give us a 4 season "vanilla box" barn – no exposed studs, and 4 bathrooms. **Recommended as 1st Choice.**

Thank you all for your dedication to our community.

Sincerely,



Larry Brickner-Wood
Chair

Historic District/Heritage Commission

To Members of the Town Council

At the start of the year, roundtable conversations were held by the Historic Commission to discuss the future wording on an historic marker describing the Oyster River Raid of 1694. New Hampshire Historic Resources and NHDOT sought input from Durham's Historic Commission, Durham Historic Association, the Human Rights Commission, the New Hampshire Commission on Native American Affairs as well as other participants.

One outcome of the discussions was the recognition of the importance of sharing history that represents historically significant populations that have been previously excluded from historic interpretations.

Another outcome was the importance of educational outreach. A roadside historic marker limited to wording that will fit on the sign cannot share the full rich history of the raid or any other events of our history. Ideas of how to present the events surrounding the raid were shared. These included outdoor historic panel displays and kiosks or an indoor venue such as the Bickford-Chesley House where visitors could learn about our history and people.

The Human Rights Commission supports educational outreach and the display of Durham's history that uses inclusive language, represents multiple perspectives, and is made accessible to residents and visitors. The Bickford-Chesley House would be an excellent example.

Sincerely,

Human Rights Commission

**MILESTONE ENGINEERING & CONSTRUCTION
BUDGET SUMMARY**



Project Name: Bickford Chesley House LCHIP Scope with basic occupancy
 Project Location: 156 Piscataqua Rd. Durham NH
 Date: 8-8-24

Div.	Description	Total Mat'l Cost	Total Sub Cost Or Lump Sum	Labor Cost	Labor Fringe	Total Job Cost
1	General Requirements	52,619.80	0.00	116,765.00	70,059.00	239,443.80
2	Sitework	0.00	62,520.00	3,200.00	1,920.00	67,640.00
2A	Demolition	1,450.00	25,050.00	17,920.00	10,752.00	55,172.00
3	Concrete	13,608.00	0.00	1,600.00	960.00	16,168.00
4	Masonry	500.00	54,600.00	4,800.00	2,880.00	62,780.00
5	Metals	0.00	17,400.00	1,280.00	768.00	19,448.00
6	Rough Carpentry	16,984.50	0.00	17,440.00	10,464.00	44,888.50
6A	Finish Carpentry	38,412.50	76,876.00	11,000.00	6,600.00	132,888.50
7	Moisture Protection	1,475.00	24,200.00	1,920.00	1,152.00	28,747.00
8	Doors & Windows	9,175.00	87,475.00	9,560.00	5,736.00	111,946.00
9	Finishes	9,150.00	142,178.00	4,800.00	2,880.00	159,008.00
10	Specialties	2,715.00	0.00	640.00	384.00	3,739.00
11	Equipment	9,750.00	0.00	1,080.00	648.00	11,478.00
12	Furnishings	0.00	0.00	0.00	0.00	0.00
13	Special Construction	0.00	0.00	0.00	0.00	0.00
14	Conveying Systems	0.00	0.00	0.00	0.00	0.00
15	Mechanical	0.00	224,607.00	640.00	384.00	225,631.00
16	Electrical	0.00	120,000.00	0.00	0.00	120,000.00
TOTALS		155,839.80	834,906.00	192,645.00	115,587.00	1,298,977.80

TMH **4292**

Total Direct	1,298,977.80
Sub Bonds	0.00
Bond	0.00
Subtotal	1,298,977.80
MEC Fee @6%	77,938.67
Subtotal	1,376,916.47
Contingency @ 10%	129,897.78
BUDGET TOTAL	1,506,814.25

MILESTONE ENGINEERING & CONSTRUCTION



ESTIMATE

Bickford-Chesley House LCHIP Scope with basic occupancy

156 Piscataqua Rd. Durham NH

8/8/2024

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
1	General Requirements											
	Building Permit	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Performance Bond	1	ls	15,560.00	15,560.00	0.00	0.00		0.00	0.00	0.00	15,560.00
	Builders Risk		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	GL Ins./Labor	219105	\$9.81/m	0.01	2,149.42	0.00	0.00		0.00	0.00	0.00	2,149.42
	GL Ins./Subcontractors	1146965	\$1.80 /m	0.00	2,064.54	0.00	0.00		0.00	0.00	0.00	2,064.54
	Umbrella Ins. Coverage	1997230	\$1.00 /m	0.00	1,497.92	0.00	0.00		0.00	0.00	0.00	1,497.92
	Professional Liability Ins.	1997230	\$0.75 /m	0.00	1,497.92	0.00	0.00		0.00	0.00	0.00	1,497.92
	Project Manager	31	weeks	0.00	0.00	0.00	0.00	310	55.00	17,050.00	10,230.00	27,280.00
	Project Superintendent	31	weeks	0.00	0.00	0.00	0.00	1,240	47.00	58,280.00	34,968.00	93,248.00
	General Superintendent	31	weeks	0.00	0.00	0.00	0.00	310	55.00	17,050.00	10,230.00	27,280.00
	Estimator		in precon	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Assistant	31	weeks	0.00	0.00	0.00	0.00	155	47.00	7,285.00	4,371.00	11,656.00
	Time Keeper		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Watchmen		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Traffic Control		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Layout		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Safety	31	weeks	150.00	4,650.00	0.00	0.00		0.00	0.00	0.00	4,650.00
	Travel Exp. - Supt.	31	weeks	200.00	6,200.00	0.00	0.00		0.00	0.00	0.00	6,200.00
	Office Trailer		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Storage Trailer		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Toilet	7	months	250.00	1,750.00	0.00	0.00		0.00	0.00	0.00	1,750.00
	Temp. Phone	7	months	150.00	1,050.00	0.00	0.00		0.00	0.00	0.00	1,050.00
	Temp. Data/Wireless	7	months	75.00	525.00	0.00	0.00		0.00	0.00	0.00	525.00
	Temp. Power	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Heat - Allow	1	NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Heat - Equip	1	NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Enclosures	1	ls	1,500.00	1,500.00	0.00	0.00	80	45.00	3,600.00	2,160.00	7,260.00
	Temp. H2O/Sewer	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Snow Removal	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Field Office Supplies		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Daily Clean - Up	31	weeks	0.00	0.00	0.00	0.00	260	45.00	11,700.00	7,020.00	18,720.00
	Dumpster/Disp.	31	weeks	300.00	9,300.00	0.00	0.00		0.00	0.00	0.00	9,300.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Final Cleaning		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Drawings	1	allowance	500.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Small Tools	31	weeks	125.00	3,875.00	0.00	0.00		0.00	0.00	0.00	3,875.00
	Site Fencing	1	ls	500.00	500.00	0.00	0.00	40	45.00	1,800.00	1,080.00	3,380.00
	Encumbrance Permits		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Punch List		ls	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Testing		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Asbestos Survey		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								2,395				
Total General Requirements				52,619.80	0.00	0.00	116,765.00	70,059.00	239,443.80			
2	Sitework											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Archeologist		None	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Sitework sub Mobilize	1	sub	0.00	0.00	9,130.00	9,130.00		0.00	0.00	0.00	9,130.00
	Perimeter drainage system		None	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Regrade exterior	1	sub	0.00	0.00	9,195.00	9,195.00		0.00	0.00	0.00	9,195.00
	Remove vegetation	1	sub	0.00	0.00	2,475.00	2,475.00		0.00	0.00	0.00	2,475.00
	Regrade basement	40	mh	0.00	0.00	0.00	0.00	40	40.00	1,600.00	960.00	2,560.00
	Peastone in basement	10	cy	0.00	0.00	200.00	2,000.00	40	40.00	1,600.00	960.00	4,560.00
	Excavate basement footings		ea	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Porch piers	1	sub	0.00	0.00	2,325.00	2,325.00		0.00	0.00	0.00	2,325.00
	ADA ramp Piers	1	sub	0.00	0.00	4,650.00	4,650.00		0.00	0.00	0.00	4,650.00
	Remove brambles		in vegetation	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Fabric and stone under front	1	sub	0.00	0.00	3,850.00	3,850.00		0.00	0.00	0.00	3,850.00
	6" fire service Materials	1	allowance	0.00	0.00	10,000.00	10,000.00		0.00	0.00	0.00	10,000.00
	Reset entry steps	1	sub	0.00	0.00	3,895.00	3,895.00		0.00	0.00	0.00	3,895.00
	Barn Entry rework	1	Deleted	0.00	0.00	15,000.00	15,000.00		0.00	0.00	0.00	15,000.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								80				
Total Sitework				0.00	62,520.00	0.00	3,200.00	1,920.00	67,640.00			
2A	Demolition											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Basement	1	sub	0.00	0.00	11,900.00	11,900.00		0.00	0.00	0.00	11,900.00
	Remove furnaces(2)		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Remove oil tank		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Brick bearing walls		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Regrade floor		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceiling plaster removal	1	sub	0.00	0.00	9,650.00	9,650.00		0.00	0.00	0.00	9,650.00
	Kitchen floor	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Kitchen paneling	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Kitchen cabinets	16	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Bathroom fixtures	8	mh	0.00	0.00	0.00	0.00	8	40.00	320.00	192.00	512.00
	Bathroom floor	8	mh	0.00	0.00	0.00	0.00	8	40.00	320.00	192.00	512.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceilings	588	sf	0.00	0.00	0.00	0.00	96	40.00	3,840.00	2,304.00	6,144.00
	Salvage clost shelves etc	40	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Plumbing and millwork	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
	EII	1	sub	0.00	0.00	3,500.00	3,500.00		0.00	0.00	0.00	3,500.00
	Plaster ceiling			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Kitchen demo	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
	Wall finishes	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Attic floorboard removal	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Demo dumpster	1	ea	950.00	950.00	0.00	0.00		0.00	0.00	0.00	950.00
	Misc. demo	80	mh	0.00	0.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,120.00
	Temp protection	1	ls	500.00	500.00	0.00	0.00	40	40.00	1,600.00	960.00	3,060.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								448				
Total Demolition					1,450.00	25,050.00				17,920.00	10,752.00	55,172.00
3	Concrete											
	Historic Basement footings			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Concrete	3	cy	250.00	750.00	0.00	0.00		0.00	0.00	0.00	750.00
	Rebar	78	lbs	2.00	156.00	0.00	0.00		0.00	0.00	0.00	156.00
	Form and pour	1	ls	200.00	200.00	0.00	0.00	24	40.00	960.00	576.00	1,736.00
	Historic Basement slab	18	cy	125.00	2,250.00	0.00	0.00		0.00	0.00	0.00	2,250.00
	Vapor barrier	1600	sf	0.75	1,200.00	0.00	0.00	16	40.00	640.00	384.00	2,224.00
	VB Tape	1	roll	52.00	52.00	0.00	0.00		0.00	0.00	0.00	52.00
	WWF/fibermesh	1500	sf	1.00	1,500.00	0.00	0.00		0.00	0.00	0.00	1,500.00
	Place and finish	18	cy	350.00	6,300.00	0.00	0.00		0.00	0.00	0.00	6,300.00
	Concrete pump	1	ea	1,200.00	1,200.00	0.00	0.00		0.00	0.00	0.00	1,200.00
	Multi purpose slab	25	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Vapor barrier	2100	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	VB Tape	2	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Place and finish	25	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Concrete pump	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								40				
Total Concrete					13,608.00		0.00			1,600.00	960.00	16,168.00
4	Masonry											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Re-set foundation stones	1	sub	0.00	0.00	5,300.00	5,300.00		0.00	0.00	0.00	5,300.00
	Re-point foundation stones		in foundatio	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Repoint basement brickwork	1	sub	0.00	0.00	28,300.00	28,300.00		0.00	0.00	0.00	28,300.00
	Repoint fireplace hearths		in firebox	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Repoint fireboxes	1	sub	0.00	0.00	8,000.00	8,000.00		0.00	0.00	0.00	8,000.00
	Remove and reset entry steps		in site	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Rebuild fire service opening	1	allowance	0.00	0.00	1,500.00	1,500.00		0.00	0.00	0.00	1,500.00
	Milk room floor	1	sub	0.00	0.00	11,500.00	11,500.00		0.00	0.00	0.00	11,500.00
	Sill stone shoring	1	ls	500.00	500.00	0.00	0.00	120	40.00	4,800.00	2,880.00	8,180.00
	Misc. Multi purpose wing	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								120				
Total Masonry					500.00		54,600.00			4,800.00	2,880.00	62,780.00
5	Metals											
	Ramp railings	64	lf	0.00	0.00	150.00	9,600.00		0.00	0.00	0.00	9,600.00
	Entry step handrails	12	lf	0.00	0.00	150.00	1,800.00		0.00	0.00	0.00	1,800.00
	Basement columnns	5	ea	0.00	0.00	1,200.00	6,000.00	32	40.00	1,280.00	768.00	8,048.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								32				
Total Metal					0.00		17,400.00			1,280.00	768.00	19,448.00
6	Rough Carpentry											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Sill repair	20	lf	50.00	1,000.00	0.00	0.00		0.00	0.00	0.00	1,000.00
	Center floor girt repair	12	lf	50.00	600.00	0.00	0.00		0.00	0.00	0.00	600.00
	Joist repair/replacement	40	lf	25.00	1,000.00	0.00	0.00		0.00	0.00	0.00	1,000.00
	Misc. Shoring	5	ea	250.00	1,250.00	0.00	0.00	40	40.00	1,600.00	960.00	3,810.00
	Large Joist hangers	4	ea	125.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Regular joist hangers	40	ea	5.00	200.00	0.00	0.00		0.00	0.00	0.00	200.00
	Misc. Fasteners	1	ls	500.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Misc. rough carpentry	1	allowance	1,000.00	1,000.00	0.00	0.00	120	40.00	4,800.00	2,880.00	8,680.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Front porch floor repairs			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Decking removal	16	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Joist removal	16	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Pier layout	4	mh	0.00	0.00	0.00	0.00	4	40.00	160.00	96.00	256.00
	Shoring	1	ls	500.00	500.00	0.00	0.00	32	40.00	1,280.00	768.00	2,548.00
	Reframe deck	48	in siding	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Rim joists 2x10x12 pt	9	ea	24.00	216.00	0.00	0.00		0.00	0.00	0.00	216.00
	Joists 2x10x8 pt	26	ea	16.00	416.00	0.00	0.00		0.00	0.00	0.00	416.00
	Ledger 2x10x16 pt	2	ea	31.00	62.00	0.00	0.00		0.00	0.00	0.00	62.00
	Ledger fasteners 52 ct	1	box	60.00	60.00	0.00	0.00		0.00	0.00	0.00	60.00
	2x10 hangers	52	ea	5.00	260.00	0.00	0.00		0.00	0.00	0.00	260.00
	Ceiling overlays 2x6x8	10	ea	6.00	60.00	0.00	0.00		0.00	0.00	0.00	60.00
	Ceiling material	25	sf	5.00	125.00	0.00	0.00	40	40.00	1,600.00	960.00	2,685.00
	Deck materials	675	lf	5.00	3,375.00	0.00	0.00		0.00	0.00	0.00	3,375.00
	Deck fasteners	1	ls	310.00	310.00	0.00	0.00		0.00	0.00	0.00	310.00
	Ramp landing 2x10x12 pt	6	ea	24.00	144.00	0.00	0.00		0.00	0.00	0.00	144.00
	Shoe 2x10x12	2	ea	24.00	48.00	0.00	0.00		0.00	0.00	0.00	48.00
	Midspan 2x10x12 pt	2	ea	24.00	48.00	0.00	0.00		0.00	0.00	0.00	48.00
	Joists 2x10x16 pt	6	ea	31.00	186.00	0.00	0.00		0.00	0.00	0.00	186.00
	2x10x12 pt	6	ea	24.00	144.00	0.00	0.00		0.00	0.00	0.00	144.00
	Decking	475	lf	5.00	2,375.00	0.00	0.00		0.00	0.00	0.00	2,375.00
	Framing labor	48	in siding	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Interior framing			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Closet 2x4x10 kd	16	ea	5.00	80.00	0.00	0.00	8	40.00	320.00	192.00	592.00
	Ell bathrooms			0.00	0.00	0.00	0.00	40	40.00	1,600.00	960.00	2,560.00
	Plates 2x6x16 kd	10	ea	12.00	120.00	0.00	0.00		0.00	0.00	0.00	120.00
	Studs 2x6x10 kd	80	ea	8.00	640.00	0.00	0.00		0.00	0.00	0.00	640.00
	Strapping 1x3	150	lf	0.25	37.50	0.00	0.00		0.00	0.00	0.00	37.50
	3/8 underlayment	6	ea	38.00	228.00	0.00	0.00		0.00	0.00	0.00	228.00
	Ell floor and sill repair	1	allowance	1,500.00	1,500.00	0.00	0.00	120	40.00	4,800.00	2,880.00	9,180.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								436				
Total Rough Carpentry					16,984.50		0.00			17,440.00	10,464.00	44,888.50
6A	Finish Carpentry											
	Exterior trim and siding	1	sub	0.00	0.00	76,876.00	76,876.00		0.00	0.00	0.00	76,876.00
	Exterior clapboard repair			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Quartersawn spruce			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	North elevation	1200	lf	2.25	2,700.00	0.00	0.00		0.00	0.00	0.00	2,700.00
	South elevation	450		2.25	1,012.50	0.00	0.00		0.00	0.00	0.00	1,012.50

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	East elevation	1500	lf	2.25	3,375.00	0.00	0.00		0.00	0.00	0.00	3,375.00
	West elevation	3000	lf	2.25	6,750.00	0.00	0.00		0.00	0.00	0.00	6,750.00
	Indian shutter repair	9	ea	25.00	225.00	0.00	0.00	27	40.00	1,080.00	648.00	1,953.00
	Misc. interior trim	1	allowance	1,250.00	1,250.00	0.00	0.00	80	40.00	3,200.00	1,920.00	6,370.00
	Stair and balustrade repair	1	ls	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Corner board repair 1x3	100	lf	2.00	200.00	0.00	0.00		0.00	0.00	0.00	200.00
	Porch post/trim repair	1	allowance	500.00	500.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,620.00
	Porch siding repair	25	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Crown repair	90	lf	15.00	1,350.00	0.00	0.00		0.00	0.00	0.00	1,350.00
	Boom lift	2	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lift fuel	2	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. siding/trim sundries	1	allowance	1,500.00	1,500.00	0.00	0.00		0.00	0.00	0.00	1,500.00
	Misc sheathing repair	100	lf	4.00	400.00	0.00	0.00	40	40.00	1,600.00	960.00	2,960.00
	Multi-purpose barn			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Baseboard 1x8	350	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Door casings 1x4	360	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Window casings	350	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Millwork			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Base cabinets	17	lf	600.00	10,200.00	0.00	0.00		0.00	0.00	0.00	10,200.00
	Upper cabinets	18	lf	300.00	5,400.00	0.00	0.00		0.00	0.00	0.00	5,400.00
	Countertops	44	sf	75.00	3,300.00	0.00	0.00		0.00	0.00	0.00	3,300.00
	Install	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. baseboard	20	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Trim repair	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Kitchen			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Base cabinets	15	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Upper cabinets	14	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Countertops	41	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Install	32	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. finish sundries	1	ls	250.00	250.00	0.00	0.00		0.00	0.00	0.00	250.00
								275				
Total Finish Carpentry					38,412.50	76,876.00				11,000.00	6,600.00	132,888.50
7	Moisture Protection											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Exterior copper gutters	124	lf	0.00	0.00	175.00	21,700.00		0.00	0.00	0.00	21,700.00
	Basement vapor barrier	1500	sf	0.75	1,125.00	0.00	0.00	16	40.00	640.00	384.00	2,149.00
	Return flashings			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. firestopping	1	ls	250.00	250.00	0.00	0.00	16	40.00	640.00	384.00	1,274.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Misc. caulking	1	ls	100.00	100.00	0.00	0.00	16	40.00	640.00	384.00	1,124.00
	Insulation	1	Allowance	0.00	0.00	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00
	Ell walls			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ell floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Attic blown in		Complete	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi-purpose barn	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn walls		Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn roof		Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn floor		Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								48				
Total Moisture Protection				1,475.00	24,200.00				1,920.00	1,152.00	28,747.00	
8	Doors & Windows											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor Exterior windows	10	ea	0.00	0.00	5,015.00	50,150.00		0.00	0.00	0.00	50,150.00
	Window install	10	ea	0.00	0.00	100.00	1,000.00		0.00	0.00	0.00	1,000.00
	Storm windows	10	ea	0.00	0.00	750.00	7,500.00	20	40.00	800.00	480.00	8,780.00
	Window removal	20	mh	0.00	0.00	0.00	0.00	20	40.00	800.00	480.00	1,280.00
	Temp protection	10	ea	15.00	150.00	0.00	0.00	10	40.00	400.00	240.00	790.00
	2nd floor exterior windows	13	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Window install	13	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Storm windows	13	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Window removal	13	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp protection	13	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ell windows	5	ea	0.00	0.00	5,015.00	25,075.00		0.00	0.00	0.00	25,075.00
	Storm windows	5	ea	0.00	0.00	750.00	3,750.00	10	40.00	400.00	240.00	4,390.00
	Window removal	5	ea	0.00	0.00	0.00	0.00	10	40.00	400.00	240.00	640.00
	Temp protection	5	ea	15.00	75.00	0.00	0.00	5	40.00	200.00	120.00	395.00
	Attic window repair	5	ea	100.00	500.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,620.00
	Front transom repair	1	ea	50.00	50.00	0.00	0.00	24	40.00	960.00	576.00	1,586.00
	Misc door repair	1	allowance	2,500.00	2,500.00	0.00	0.00		0.00	0.00	0.00	2,500.00
	Basement window repair	3	ea	50.00	150.00	0.00	0.00	24	40.00	960.00	576.00	1,686.00
	Milk room window repair	1	ea	50.00	50.00	0.00	0.00	24	40.00	960.00	576.00	1,586.00
	Closet door	1	ea	1,200.00	1,200.00	0.00	0.00	8	40.00	320.00	192.00	1,712.00
	New Ell entry door	1	ea	4,500.00	4,500.00	0.00	0.00	4	40.00	160.00	96.00	4,756.00
	Barn entry doors	3	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn egress door	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								239				
Total Doors & Windows					9,175.00		87,475.00			9,560.00	5,736.00	111,946.00
9	Finishes											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Plaster ceilings	1	sub	0.00	0.00	36,718.00	36,718.00		0.00	0.00	0.00	36,718.00
	Plaster wall repairs			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	EII kitchen walls			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	EII kitchen ceiling			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lath removal			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lath re-install			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi purpose wing	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Wall painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceiling painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Interior trim			0.00	0.00	7.00	0.00		0.00	0.00	0.00	0.00
	Interior doors			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Stair tread,risers,balusters			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lower level rated ceiling	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Wall and ceiling patch	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	New blueboard	588	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Exterior painting	1	sub	0.00	0.00	69,000.00	69,000.00		0.00	0.00	0.00	69,000.00
	1st floor interior	1	sub	0.00	0.00	18,000.00	18,000.00		0.00	0.00	0.00	18,000.00
	2nd floor interior	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi purpose interior	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Window sash	1	in window s	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Flooring			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Clean/screen wood floori	1200	sf	0.00	0.00	3.00	3,600.00		0.00	0.00	0.00	3,600.00
	Install new wood floor	460	sf	12.00	5,520.00	4.00	1,840.00		0.00	0.00	0.00	7,360.00
	Wood flooring finish	1440	sf	0.00	0.00	4.00	5,760.00		0.00	0.00	0.00	5,760.00
	Ceramic tile	242	sf	15.00	3,630.00	30.00	7,260.00		0.00	0.00	0.00	10,890.00
	Misc. wood floor repair		sf	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Reinstall attic floorboards	1440	sf	0.00	0.00	0.00	0.00	120	40.00	4,800.00	2,880.00	7,680.00
	Multi purpose floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Prep and sanding	1686	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Tung Oil	10	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Second Floor flooring			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Wood floor sanding	1100	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Tung oil	8	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	LVT flooring	132	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								120				
Total Finishes				9,150.00	142,178.00				4,800.00	2,880.00	159,008.00	
10	Specialties											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Bathroom accessories			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Grab bars	6	ea	125.00	750.00	0.00	0.00	6	40.00	240.00	144.00	1,134.00
	Toilet paper holders	2	ea	75.00	150.00	0.00	0.00	2	40.00	80.00	48.00	278.00
	Paper towel dispensers	2	ea	100.00	200.00	0.00	0.00	2	40.00	80.00	48.00	328.00
	Robe hooks	2	ea	45.00	90.00	0.00	0.00	1	40.00	40.00	24.00	154.00
	Mirrors	2	ea	150.00	300.00	0.00	0.00	2	40.00	80.00	48.00	428.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Mirrors	2	Deleted	75.00	150.00	0.00	0.00		0.00	0.00	0.00	150.00
	Robe hooks	2	Deleted	25.00	50.00	0.00	0.00		0.00	0.00	0.00	50.00
	Toilet paper holders	2	Deleted	50.00	100.00	0.00	0.00		0.00	0.00	0.00	100.00
	Towel bars	2	Deleted	50.00	100.00	0.00	0.00		0.00	0.00	0.00	100.00
	Shower curtain/bar	1	Deleted	150.00	150.00	0.00	0.00		0.00	0.00	0.00	150.00
	Fire extinguisher cabinets	3	ea	150.00	450.00	0.00	0.00	3	40.00	120.00	72.00	642.00
	Fire extinguishers	3	ea	75.00	225.00	0.00	0.00		0.00	0.00	0.00	225.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								16				
Total Specialties				2,715.00	0.00				640.00	384.00	3,739.00	
11	Equipment											
	Appliances			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Refridgerator	1	allowance	2,500.00	2,500.00	0.00	0.00	2	40.00	80.00	48.00	2,628.00
	Microwave	1	allowance	250.00	250.00	0.00	0.00	1	40.00	40.00	24.00	314.00
	Warming oven	1	allowance	1,000.00	1,000.00	0.00	0.00	4	40.00	160.00	96.00	1,256.00
	Dishwasher	1	allowance	1,000.00	1,000.00	0.00	0.00	4	40.00	160.00	96.00	1,256.00
	Meeting room furnishings	1	allowance	5,000.00	5,000.00	0.00	0.00	16	40.00	640.00	384.00	6,024.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								27				
Total Equipment				9,750.00	0.00				1,080.00	648.00	11,478.00	

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST	
12	Furnishings												
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
								0					
Total Furnishings					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
13	Special Construction												
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
								0					
Total Special Construction					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
14	Conveying Systems												
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
								0					
Total Conveying Systems					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
15	Mechanical												
	Main house HVAC	1	sub	0.00	0.00	106,607.00	106,607.00		0.00	0.00	0.00	106,607.00	
	Basement sump pump	1	sub	0.00	0.00	2,600.00	2,600.00	16	40.00	640.00	384.00	3,624.00	
	Dehumidifcation		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	2nd floor rough plumbing	1	sub	0.00	0.00	17,500.00	17,500.00		0.00	0.00	0.00	17,500.00	
	Main house 1st floor plumb	1	sub	0.00	0.00	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00	
	New Ell bathrooms	1	sub	0.00	0.00	35,000.00	35,000.00		0.00	0.00	0.00	35,000.00	
	Multi purpose barn HVAC	1	deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	Sprinkler system	1	sub	0.00	0.00	60,400.00	60,400.00		0.00	0.00	0.00	60,400.00	
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
								16					
Total Mechanical					0.00	224,607.00	65,100.00	224,607.00	640.00	384.00	640.00	384.00	225,631.00
16	Electrical												
	Electrical sub	1	sub	0.00	0.00	65,100.00	65,100.00		0.00	0.00	0.00	65,100.00	
	Branch wiring		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Lighting allowance		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Switch gear		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi purpose barn	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Life Safety items	1	sub	0.00	0.00	8,000.00	8,000.00		0.00	0.00	0.00	8,000.00
	Fire alarm	1	sub	0.00	0.00	18,500.00	18,500.00		0.00	0.00	0.00	18,500.00
	Security alarm		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor rough	1	sub	0.00	0.00	14,200.00	14,200.00		0.00	0.00	0.00	14,200.00
	2nd floor rough	1	sub	0.00	0.00	14,200.00	14,200.00		0.00	0.00	0.00	14,200.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Electrical				0.00	0.00	0.00	120,000.00			0.00	0.00	120,000.00
								4,292				
Grand Totals				155,839.80	155,839.80	834,906.00	834,906.00			192,645.00	115,587.00	1,298,977.80

**MILESTONE ENGINEERING & CONSTRUCTION
BUDGET SUMMARY**



Project Name: Bickford Chesley House LCHIP, Full occupancy,2nd floor, 3-Season barn
 Project Location:156 Piscataqua Rd. Durham NH
 Date: 8-8-24

Div.	Description	Total Mat'l Cost	Total Sub Cost Or Lump Sum	Labor Cost	Labor Fringe	Total Job Cost
1	General Requirements	56,194.80	0.00	129,625.00	77,775.00	263,594.80
2	Sitework	0.00	62,520.00	3,200.00	1,920.00	67,640.00
2A	Demolition	1,450.00	25,050.00	17,920.00	10,752.00	55,172.00
3	Concrete	16,733.00	0.00	1,600.00	960.00	19,293.00
4	Masonry	500.00	57,100.00	4,800.00	2,880.00	65,280.00
5	Metals	0.00	17,400.00	1,280.00	768.00	19,448.00
6	Rough Carpentry	16,984.50	0.00	17,440.00	10,464.00	44,888.50
6A	Finish Carpentry	55,137.50	76,876.00	13,400.00	8,040.00	153,453.50
7	Moisture Protection	1,475.00	24,200.00	1,920.00	1,152.00	28,747.00
8	Doors & Windows	39,400.00	163,720.00	13,440.00	8,064.00	224,624.00
9	Finishes	13,980.00	200,998.00	6,080.00	3,648.00	224,706.00
10	Specialties	4,880.00	0.00	1,680.00	1,008.00	7,568.00
11	Equipment	17,000.00	0.00	1,040.00	624.00	18,664.00
12	Furnishings	0.00	0.00	0.00	0.00	0.00
13	Special Construction	0.00	0.00	0.00	0.00	0.00
14	Conveying Systems	0.00	0.00	0.00	0.00	0.00
15	Mechanical	0.00	250,222.00	640.00	384.00	251,246.00
16	Electrical	0.00	150,000.00	0.00	0.00	150,000.00
TOTALS		223,734.80	1,028,086.00	214,065.00	128,439.00	1,594,324.80

TMH **4766**

Total Direct	1,594,324.80
Sub Bonds	0.00
Bond	0.00
Subtotal	1,594,324.80
MEC Fee @6%	95,659.49
Subtotal	1,689,984.29
Contingency @ 10%	159,432.48
BUDGET TOTAL	1,849,416.77

MILESTONE ENGINEERING & CONSTRUCTION



ESTIMATE

Bickford-Chesley House LCHIP, full occupancy, 2nd floor, 3-season barn

156 Piscataqua Rd. Durham NH

8/8/2024

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
1	General Requirements											
	Building Permit	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Performance Bond	1	ls	15,560.00	15,560.00	0.00	0.00		0.00	0.00	0.00	15,560.00
	Builders Risk		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	GL Ins./Labor	219105	\$9.81/m	0.01	2,149.42	0.00	0.00		0.00	0.00	0.00	2,149.42
	GL Ins./Subcontractors	1146965	\$1.80 /m	0.00	2,064.54	0.00	0.00		0.00	0.00	0.00	2,064.54
	Umbrella Ins. Coverage	1997230	\$1.00 /m	0.00	1,497.92	0.00	0.00		0.00	0.00	0.00	1,497.92
	Professional Liability Ins.	1997230	\$0.75 /m	0.00	1,497.92	0.00	0.00		0.00	0.00	0.00	1,497.92
	Project Manager	35	weeks	0.00	0.00	0.00	0.00	350	55.00	19,250.00	11,550.00	30,800.00
	Project Superintendent	35	weeks	0.00	0.00	0.00	0.00	1,400	47.00	65,800.00	39,480.00	105,280.00
	General Superintendent	35	weeks	0.00	0.00	0.00	0.00	350	55.00	19,250.00	11,550.00	30,800.00
	Estimator		in precon	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Assistant	35	weeks	0.00	0.00	0.00	0.00	175	47.00	8,225.00	4,935.00	13,160.00
	Time Keeper		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Watchmen		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Traffic Control		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Layout		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Safety	35	weeks	150.00	5,250.00	0.00	0.00		0.00	0.00	0.00	5,250.00
	Travel Exp. - Supt.	35	weeks	200.00	7,000.00	0.00	0.00		0.00	0.00	0.00	7,000.00
	Office Trailer		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Storage Trailer		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Toilet	8	months	250.00	2,000.00	0.00	0.00		0.00	0.00	0.00	2,000.00
	Temp. Phone	8	months	150.00	1,200.00	0.00	0.00		0.00	0.00	0.00	1,200.00
	Temp. Data/Wireless	8	months	75.00	600.00	0.00	0.00		0.00	0.00	0.00	600.00
	Temp. Power	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Heat - Allow	1	NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Heat - Equip	1	NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Enclosures	1	ls	1,500.00	1,500.00	0.00	0.00	80	45.00	3,600.00	2,160.00	7,260.00
	Temp. H2O/Sewer	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Snow Removal	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Field Office Supplies		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Daily Clean - Up	35	weeks	0.00	0.00	0.00	0.00	260	45.00	11,700.00	7,020.00	18,720.00
	Dumpster/Disp.	35	weeks	300.00	10,500.00	0.00	0.00		0.00	0.00	0.00	10,500.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Final Cleaning		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Drawings	1	allowance	500.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Small Tools	35	weeks	125.00	4,375.00	0.00	0.00		0.00	0.00	0.00	4,375.00
	Site Fencing	1	ls	500.00	500.00	0.00	0.00	40	45.00	1,800.00	1,080.00	3,380.00
	Encumbrance Permits		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Punch List		ls	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Testing		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Asbestos Survey		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								2,655				
Total General Requirements				56,194.80	0.00	0.00	0.00			129,625.00	77,775.00	263,594.80
2	Sitework											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Archeologist		None	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Sitework sub Mobilize	1	sub	0.00	0.00	9,130.00	9,130.00		0.00	0.00	0.00	9,130.00
	Perimeter drainage system		None	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Regrade exterior	1	sub	0.00	0.00	9,195.00	9,195.00		0.00	0.00	0.00	9,195.00
	Remove vegetation	1	sub	0.00	0.00	2,475.00	2,475.00		0.00	0.00	0.00	2,475.00
	Regrade basement	40	mh	0.00	0.00	0.00	0.00	40	40.00	1,600.00	960.00	2,560.00
	Peastone in basement	10	cy	0.00	0.00	200.00	2,000.00	40	40.00	1,600.00	960.00	4,560.00
	Excavate basement footings		ea	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Porch piers	1	sub	0.00	0.00	2,325.00	2,325.00		0.00	0.00	0.00	2,325.00
	ADA ramp Piers	1	sub	0.00	0.00	4,650.00	4,650.00		0.00	0.00	0.00	4,650.00
	Remove brambles		in vegetation	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Fabric and stone under front	1	sub	0.00	0.00	3,850.00	3,850.00		0.00	0.00	0.00	3,850.00
	6" fire service materials	1	allowance	0.00	0.00	10,000.00	10,000.00		0.00	0.00	0.00	10,000.00
	Reset entry steps	1	sub	0.00	0.00	3,895.00	3,895.00		0.00	0.00	0.00	3,895.00
	Barn Entry rework	1	allowance	0.00	0.00	15,000.00	15,000.00		0.00	0.00	0.00	15,000.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								80				
Total Sitework				0.00	62,520.00	0.00	62,520.00			3,200.00	1,920.00	67,640.00
2A	Demolition											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Basement	1	sub	0.00	0.00	11,900.00	11,900.00		0.00	0.00	0.00	11,900.00
	Remove furnaces(2)		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Remove oil tank		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Brick bearing walls		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Regrade floor		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceiling plaster removal	1	sub	0.00	0.00	9,650.00	9,650.00		0.00	0.00	0.00	9,650.00
	Kitchen floor	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Kitchen paneling	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Kitchen cabinets	16	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Bathroom fixtures	8	mh	0.00	0.00	0.00	0.00	8	40.00	320.00	192.00	512.00
	Bathroom floor	8	mh	0.00	0.00	0.00	0.00	8	40.00	320.00	192.00	512.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceilings	588	sf	0.00	0.00	0.00	0.00	96	40.00	3,840.00	2,304.00	6,144.00
	Salvage closet shelves etc	40	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Plumbing and millwork	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
	EII	1	sub	0.00	0.00	3,500.00	3,500.00		0.00	0.00	0.00	3,500.00
	Plaster ceiling			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Kitchen demo	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
	Wall finishes	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Attic floorboard removal	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Demo dumpster	1	ea	950.00	950.00	0.00	0.00		0.00	0.00	0.00	950.00
	Misc. demo	80	mh	0.00	0.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,120.00
	Temp protection	1	ls	500.00	500.00	0.00	0.00	40	40.00	1,600.00	960.00	3,060.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								448				
Total Demolition					1,450.00	25,050.00				17,920.00	10,752.00	55,172.00
3	Concrete											
	Historic Basement footings			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Concrete	3	cy	250.00	750.00	0.00	0.00		0.00	0.00	0.00	750.00
	Rebar	78	lbs	2.00	156.00	0.00	0.00		0.00	0.00	0.00	156.00
	Form and pour	1	ls	200.00	200.00	0.00	0.00	24	40.00	960.00	576.00	1,736.00
	Historic Basement slab	18	cy	125.00	2,250.00	0.00	0.00		0.00	0.00	0.00	2,250.00
	Vapor barrier	1600	sf	0.75	1,200.00	0.00	0.00	16	40.00	640.00	384.00	2,224.00
	VB Tape	1	roll	52.00	52.00	0.00	0.00		0.00	0.00	0.00	52.00
	WWF/fibermesh	1500	sf	1.00	1,500.00	0.00	0.00		0.00	0.00	0.00	1,500.00
	Place and finish	18	cy	350.00	6,300.00	0.00	0.00		0.00	0.00	0.00	6,300.00
	Concrete pump	1	ea	1,200.00	1,200.00	0.00	0.00		0.00	0.00	0.00	1,200.00
	Multi purpose slab	25	Deleted	125.00	3,125.00	0.00	0.00		0.00	0.00	0.00	3,125.00
	Vapor barrier	2100	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	VB Tape	2	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Place and finish	25	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Concrete pump	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								40				
Total Concrete					16,733.00		0.00			1,600.00	960.00	19,293.00
4	Masonry											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Re-set foundation stones	1	sub	0.00	0.00	5,300.00	5,300.00		0.00	0.00	0.00	5,300.00
	Re-point foundation stones		in foundatio	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Repoint basement brickwork	1	sub	0.00	0.00	28,300.00	28,300.00		0.00	0.00	0.00	28,300.00
	Repoint fireplace hearths		in firebox	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Repoint fireboxes	1	sub	0.00	0.00	8,000.00	8,000.00		0.00	0.00	0.00	8,000.00
	Remove and reset entry steps		in site	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Rebuild fire service opening	1	allowance	0.00	0.00	1,500.00	1,500.00		0.00	0.00	0.00	1,500.00
	Milk room floor	1	sub	0.00	0.00	11,500.00	11,500.00		0.00	0.00	0.00	11,500.00
	Sill stone shoring	1	ls	500.00	500.00	0.00	0.00	120	40.00	4,800.00	2,880.00	8,180.00
	Misc. Multi purpose wing	1	allowance	0.00	0.00	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00
								120				
Total Masonry					500.00		57,100.00			4,800.00	2,880.00	65,280.00
5	Metals											
	Ramp railings	64	lf	0.00	0.00	150.00	9,600.00		0.00	0.00	0.00	9,600.00
	Entry step handrails	12	lf	0.00	0.00	150.00	1,800.00		0.00	0.00	0.00	1,800.00
	Basement columnns	5	ea	0.00	0.00	1,200.00	6,000.00	32	40.00	1,280.00	768.00	8,048.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								32				
Total Metal					0.00		17,400.00			1,280.00	768.00	19,448.00
6	Rough Carpentry											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Sill repair	20	lf	50.00	1,000.00	0.00	0.00		0.00	0.00	0.00	1,000.00
	Center floor girt repair	12	lf	50.00	600.00	0.00	0.00		0.00	0.00	0.00	600.00
	Joist repair/replacement	40	lf	25.00	1,000.00	0.00	0.00		0.00	0.00	0.00	1,000.00
	Misc. Shoring	5	ea	250.00	1,250.00	0.00	0.00	40	40.00	1,600.00	960.00	3,810.00
	Large Joist hangers	4	ea	125.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Regular joist hangers	40	ea	5.00	200.00	0.00	0.00		0.00	0.00	0.00	200.00
	Misc. Fasteners	1	ls	500.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Misc. rough carpentry	1	allowance	1,000.00	1,000.00	0.00	0.00	120	40.00	4,800.00	2,880.00	8,680.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Front porch floor repairs			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Decking removal	16	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Joist removal	16	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Pier layout	4	mh	0.00	0.00	0.00	0.00	4	40.00	160.00	96.00	256.00
	Shoring	1	ls	500.00	500.00	0.00	0.00	32	40.00	1,280.00	768.00	2,548.00
	Reframe deck	48	in siding	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Rim joists 2x10x12 pt	9	ea	24.00	216.00	0.00	0.00		0.00	0.00	0.00	216.00
	Joists 2x10x8 pt	26	ea	16.00	416.00	0.00	0.00		0.00	0.00	0.00	416.00
	Ledger 2x10x16 pt	2	ea	31.00	62.00	0.00	0.00		0.00	0.00	0.00	62.00
	Ledger fasteners 52 ct	1	box	60.00	60.00	0.00	0.00		0.00	0.00	0.00	60.00
	2x10 hangers	52	ea	5.00	260.00	0.00	0.00		0.00	0.00	0.00	260.00
	Ceiling overlays 2x6x8	10	ea	6.00	60.00	0.00	0.00		0.00	0.00	0.00	60.00
	Ceiling material	25	sf	5.00	125.00	0.00	0.00	40	40.00	1,600.00	960.00	2,685.00
	Deck materials	675	lf	5.00	3,375.00	0.00	0.00		0.00	0.00	0.00	3,375.00
	Deck fasteners	1	ls	310.00	310.00	0.00	0.00		0.00	0.00	0.00	310.00
	Ramp landing 2x10x12 pt	6	ea	24.00	144.00	0.00	0.00		0.00	0.00	0.00	144.00
	Shoe 2x10x12	2	ea	24.00	48.00	0.00	0.00		0.00	0.00	0.00	48.00
	Midspan 2x10x12 pt	2	ea	24.00	48.00	0.00	0.00		0.00	0.00	0.00	48.00
	Joists 2x10x16 pt	6	ea	31.00	186.00	0.00	0.00		0.00	0.00	0.00	186.00
	2x10x12 pt	6	ea	24.00	144.00	0.00	0.00		0.00	0.00	0.00	144.00
	Decking	475	lf	5.00	2,375.00	0.00	0.00		0.00	0.00	0.00	2,375.00
	Framing labor	48	in siding	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Interior framing			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Closet 2x4x10 kd	16	ea	5.00	80.00	0.00	0.00	8	40.00	320.00	192.00	592.00
	Ell bathrooms			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Plates 2x6x16 kd	10	ea	12.00	120.00	0.00	0.00	40	40.00	1,600.00	960.00	2,680.00
	Studs 2x6x10 kd	80	ea	8.00	640.00	0.00	0.00		0.00	0.00	0.00	640.00
	Strapping 1x3	150	lf	0.25	37.50	0.00	0.00		0.00	0.00	0.00	37.50
	3/8 underlayment	6	ea	38.00	228.00	0.00	0.00		0.00	0.00	0.00	228.00
	Ell floor and sill repair	1	allowance	1,500.00	1,500.00	0.00	0.00	120	40.00	4,800.00	2,880.00	9,180.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								436				
Total Rough Carpentry					16,984.50		0.00			17,440.00	10,464.00	44,888.50
6A	Finish Carpentry											
	Exterior trim and siding	1	sub	0.00	0.00	76,876.00	76,876.00		0.00	0.00	0.00	76,876.00
	Exterior clapboard repair			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Quartersawn spruce			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	North elevation	1200	lf	2.25	2,700.00	0.00	0.00		0.00	0.00	0.00	2,700.00
	South elevation	450		2.25	1,012.50	0.00	0.00		0.00	0.00	0.00	1,012.50

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	East elevation	1500	lf	2.25	3,375.00	0.00	0.00		0.00	0.00	0.00	3,375.00
	West elevation	3000	lf	2.25	6,750.00	0.00	0.00		0.00	0.00	0.00	6,750.00
	Indian shutter repair	9	ea	25.00	225.00	0.00	0.00	27	40.00	1,080.00	648.00	1,953.00
	Misc. interior trim	1	allowance	1,250.00	1,250.00	0.00	0.00	80	40.00	3,200.00	1,920.00	6,370.00
	Stair and balustrade repair	1	ls	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Corner board repair 1x3	100	lf	2.00	200.00	0.00	0.00		0.00	0.00	0.00	200.00
	Porch post/trim repair	1	allowance	500.00	500.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,620.00
	Porch siding repair	25	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Crown repair	90	lf	15.00	1,350.00	0.00	0.00		0.00	0.00	0.00	1,350.00
	Boom lift	2	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lift fuel	2	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. siding/trim sundries	1	allowance	1,500.00	1,500.00	0.00	0.00		0.00	0.00	0.00	1,500.00
	Misc sheathing repair	100	lf	4.00	400.00	0.00	0.00	40	40.00	1,600.00	960.00	2,960.00
	Multi-purpose barn			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Baseboard 1x8	350	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Door casings 1x4	360	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Window casings	350	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Millwork			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Base cabinets	17	lf	600.00	10,200.00	0.00	0.00		0.00	0.00	0.00	10,200.00
	Upper cabinets	18	lf	300.00	5,400.00	0.00	0.00		0.00	0.00	0.00	5,400.00
	Countertops	44	sf	75.00	3,300.00	0.00	0.00		0.00	0.00	0.00	3,300.00
	Install	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. baseboard	20	lf	15.00	300.00	0.00	0.00	4	40.00	160.00	96.00	556.00
	Trim repair	1	ls	150.00	150.00	0.00	0.00	24	40.00	960.00	576.00	1,686.00
	Kitchen			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Base cabinets	15	lf	600.00	9,000.00	0.00	0.00		0.00	0.00	0.00	9,000.00
	Upper cabinets	14	lf	300.00	4,200.00	0.00	0.00		0.00	0.00	0.00	4,200.00
	Countertops	41	sf	75.00	3,075.00	0.00	0.00		0.00	0.00	0.00	3,075.00
	Install	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Misc. finish sundries	1	ls	250.00	250.00	0.00	0.00		0.00	0.00	0.00	250.00
								335				
Total Finish Carpentry					55,137.50	76,876.00				13,400.00	8,040.00	153,453.50
7	Moisture Protection											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Exterior copper gutters	124	lf	0.00	0.00	175.00	21,700.00		0.00	0.00	0.00	21,700.00
	Basement vapor barrier	1500	sf	0.75	1,125.00	0.00	0.00	16	40.00	640.00	384.00	2,149.00
	Return flashings			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. firestopping	1	ls	250.00	250.00	0.00	0.00	16	40.00	640.00	384.00	1,274.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Misc. caulking	1	ls	100.00	100.00	0.00	0.00	16	40.00	640.00	384.00	1,124.00
	Insulation	1	Allowance	0.00	0.00	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00
	Ell walls			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ell floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Attic blown in		Complete	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi-purpose barn	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn walls		Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn roof		Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn floor		Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								48				
Total Moisture Protection				1,475.00	24,200.00					1,920.00	1,152.00	28,747.00
8	Doors & Windows											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor Exterior windows	10	ea	0.00	0.00	5,015.00	50,150.00		0.00	0.00	0.00	50,150.00
	Window install	10	ea	0.00	0.00	100.00	1,000.00		0.00	0.00	0.00	1,000.00
	Storm windows	10	ea	0.00	0.00	750.00	7,500.00	20	40.00	800.00	480.00	8,780.00
	Window removal	20	mh	0.00	0.00	0.00	0.00	20	40.00	800.00	480.00	1,280.00
	Temp protection	10	ea	15.00	150.00	0.00	0.00	10	40.00	400.00	240.00	790.00
	2nd floor exterior windows	13	ea	0.00	0.00	5,015.00	65,195.00		0.00	0.00	0.00	65,195.00
	Window install	13	ea	0.00	0.00	100.00	1,300.00		0.00	0.00	0.00	1,300.00
	Storm windows	13	ea	0.00	0.00	750.00	9,750.00	26	40.00	1,040.00	624.00	11,414.00
	Window removal	13	ea	0.00	0.00	0.00	0.00	26	40.00	1,040.00	624.00	1,664.00
	Temp protection	13	ea	15.00	195.00	0.00	0.00	13	40.00	520.00	312.00	1,027.00
	Ell windows	5	ea	0.00	0.00	5,015.00	25,075.00		0.00	0.00	0.00	25,075.00
	Storm windows	5	ea	0.00	0.00	750.00	3,750.00	10	40.00	400.00	240.00	4,390.00
	Window removal	5	ea	0.00	0.00	0.00	0.00	10	40.00	400.00	240.00	640.00
	Temp protection	5	ea	15.00	75.00	0.00	0.00	5	40.00	200.00	120.00	395.00
	Attic window repair	5	ea	100.00	500.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,620.00
	Front transom repair	1	ea	50.00	50.00	0.00	0.00	24	40.00	960.00	576.00	1,586.00
	Misc door repair	1	allowance	2,500.00	2,500.00	0.00	0.00		0.00	0.00	0.00	2,500.00
	Basement window repair	3	ea	50.00	150.00	0.00	0.00	24	40.00	960.00	576.00	1,686.00
	Milk room window repair	1	ea	50.00	50.00	0.00	0.00	24	40.00	960.00	576.00	1,586.00
	Closet door	1	ea	1,200.00	1,200.00	0.00	0.00	8	40.00	320.00	192.00	1,712.00
	New Ell entry door	1	ea	4,500.00	4,500.00	0.00	0.00	4	40.00	160.00	96.00	4,756.00
	Barn entry doors	3	ea	9,010.00	27,030.00	0.00	0.00	24	40.00	960.00	576.00	28,566.00
	Barn egress door	1	ea	3,000.00	3,000.00	0.00	0.00	8	40.00	320.00	192.00	3,512.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								336				
Total Doors & Windows				39,400.00	163,720.00			13,440.00	8,064.00	224,624.00		
9	Finishes											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Plaster ceilings	1	sub	0.00	0.00	36,718.00	36,718.00		0.00	0.00	0.00	36,718.00
	Plaster wall repairs			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	EII kitchen walls			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	EII kitchen ceiling			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lath removal			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lath re-install			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi purpose wing	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Wall painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceiling painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Interior trim			0.00	0.00	7.00	0.00		0.00	0.00	0.00	0.00
	Interior doors			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Stair tread,risers,balusters			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lower level rated ceiling	1	sub	0.00	0.00	12,000.00	12,000.00		0.00	0.00	0.00	12,000.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Wall and ceiling patch	1	sub	0.00	0.00	15,900.00	15,900.00		0.00	0.00	0.00	15,900.00
	New blueboard	588	sf	0.00	0.00	10.00	5,880.00		0.00	0.00	0.00	5,880.00
	Painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Exterior painting	1	sub	0.00	0.00	69,000.00	69,000.00		0.00	0.00	0.00	69,000.00
	1st floor interior	1	sub	0.00	0.00	18,000.00	18,000.00		0.00	0.00	0.00	18,000.00
	2nd floor interior	1	sub	0.00	0.00	15,800.00	15,800.00		0.00	0.00	0.00	15,800.00
	Multi purpose interior	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Window sash	1	in window s	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Flooring			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Clean/screen wood floori	1200	sf	0.00	0.00	3.00	3,600.00		0.00	0.00	0.00	3,600.00
	Install new wood floor	460	sf	12.00	5,520.00	4.00	1,840.00		0.00	0.00	0.00	7,360.00
	Wood flooring finish	1440	sf	0.00	0.00	4.00	5,760.00		0.00	0.00	0.00	5,760.00
	Ceramic tile	484	sf	15.00	7,260.00	30.00	14,520.00		0.00	0.00	0.00	21,780.00
	Misc. wood floor repair		sf	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Reinstall attic floorboards	1440	sf	0.00	0.00	0.00	0.00	120	40.00	4,800.00	2,880.00	7,680.00
	Multi purpose floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Prep and sanding	1686	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Tung Oil	10	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Second Floor flooring			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Wood floor sanding	1100	sf	0.00	0.00	4.00	0.00		0.00	0.00	0.00	0.00
	Tung oil	8	gallons	150.00	1,200.00	0.00	0.00	32	40.00	1,280.00	768.00	3,248.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	LVT flooring	132	sf	0.00	0.00	15.00	1,980.00		0.00	0.00	0.00	1,980.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								152				
Total Finishes				13,980.00	200,998.00					6,080.00	3,648.00	224,706.00
10	Specialties											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Bathroom accessories			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Grab bars	12	ea	125.00	1,500.00	0.00	0.00	12	40.00	480.00	288.00	2,268.00
	Toilet paper holders	4	ea	75.00	300.00	0.00	0.00	4	40.00	160.00	96.00	556.00
	Paper towel dispensers	4	ea	100.00	400.00	0.00	0.00	4	40.00	160.00	96.00	656.00
	Robe hooks	4	ea	45.00	180.00	0.00	0.00	2	40.00	80.00	48.00	308.00
	Mirrors	4	ea	150.00	600.00	0.00	0.00	4	40.00	160.00	96.00	856.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Mirrors	2	ea	75.00	150.00	0.00	0.00	4	40.00	160.00	96.00	406.00
	Robe hooks	2	ea	25.00	50.00	0.00	0.00	1	40.00	40.00	24.00	114.00
	Toilet paper holders	2	ea	50.00	100.00	0.00	0.00	2	40.00	80.00	48.00	228.00
	Towel bars	2	ea	50.00	100.00	0.00	0.00	2	40.00	80.00	48.00	228.00
	Shower curtain/bar	1	ea	150.00	150.00	0.00	0.00	1	40.00	40.00	24.00	214.00
	Fire extinguisher cabinets	6	ea	150.00	900.00	0.00	0.00	6	40.00	240.00	144.00	1,284.00
	Fire extinguishers	6	ea	75.00	450.00	0.00	0.00		0.00	0.00	0.00	450.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								42				
Total Specialties				4,880.00	0.00					1,680.00	1,008.00	7,568.00
11	Equipment											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ell kitchenette Appliances			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Refrigerator	1	allowance	2,500.00	2,500.00	0.00	0.00	2	40.00	80.00	48.00	2,628.00
	Microwave	1	allowance	250.00	250.00	0.00	0.00	1	40.00	40.00	24.00	314.00
	Dishwasher	1	allowance	1,000.00	1,000.00	0.00	0.00	4	40.00	160.00	96.00	1,256.00
	Warming oven	1	allowance	1,000.00	1,000.00	0.00	0.00	4	40.00	160.00	96.00	1,256.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Meeting room furnishings	1	allowance	5,000.00	5,000.00	0.00	0.00		0.00	0.00	0.00	5,000.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	2nd floor appliances			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Refrigerator	1	allowance	2,500.00	2,500.00	0.00	0.00	2	40.00	80.00	48.00	2,628.00
	Microwave	1	allowance	250.00	250.00	0.00	0.00	1	40.00	40.00	24.00	314.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Dishwasher	1	allowance	1,000.00	1,000.00	0.00	0.00	4	40.00	160.00	96.00	1,256.00
	Range	1	allowance	1,500.00	1,500.00	0.00	0.00	4	40.00	160.00	96.00	1,756.00
	Washer/dryer	1	allowance	2,000.00	2,000.00	0.00	0.00	4	40.00	160.00	96.00	2,256.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								26				
Total Equipment				17,000.00	0.00	0.00	0.00			1,040.00	624.00	18,664.00
12	Furnishings											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Furnishings				0.00	0.00	0.00	0.00			0.00	0.00	0.00
13	Special Construction											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Special Construction				0.00	0.00	0.00	0.00			0.00	0.00	0.00
14	Conveying Systems											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Conveying Systems				0.00	0.00	0.00	0.00			0.00	0.00	0.00
15	Mechanical											
	Main house HVAC	1	sub	0.00	0.00	106,607.00	106,607.00		0.00	0.00	0.00	106,607.00
	Basement sump pump	1	sub	0.00	0.00	2,600.00	2,600.00	16	40.00	640.00	384.00	3,624.00
	Dehumidification		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	2nd floor rough plumbing	1	sub	0.00	0.00	17,500.00	17,500.00		0.00	0.00	0.00	17,500.00
	Main house 1st floor plumb	1	sub	0.00	0.00	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00
	New Ell bathrooms	1	sub	0.00	0.00	60,615.00	60,615.00		0.00	0.00	0.00	60,615.00
	Multi purpose barn HVAC	1	Deleted	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Sprinkler system	1	sub	0.00	0.00	60,400.00	60,400.00		0.00	0.00	0.00	60,400.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								16				
Total Mechanical					0.00		250,222.00			640.00	384.00	251,246.00
16	Electrical											
	Electrical sub	1	sub	0.00	0.00	65,100.00	65,100.00		0.00	0.00	0.00	65,100.00
	Branch wiring		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lighting allowance		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Switch gear		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi purpose barn	1	sub	0.00	0.00	30,000.00	30,000.00		0.00	0.00	0.00	30,000.00
	Life Safety items	1	sub	0.00	0.00	8,000.00	8,000.00		0.00	0.00	0.00	8,000.00
	Fire alarm	1	sub	0.00	0.00	18,500.00	18,500.00		0.00	0.00	0.00	18,500.00
	Security alarm		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor rough	1	sub	0.00	0.00	14,200.00	14,200.00		0.00	0.00	0.00	14,200.00
	2nd floor rough	1	sub	0.00	0.00	14,200.00	14,200.00		0.00	0.00	0.00	14,200.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Electrical					0.00		150,000.00			0.00	0.00	150,000.00
								4,766				
Grand Totals					223,734.80		1,028,086.00			214,065.00	128,439.00	1,594,324.80

**MILESTONE ENGINEERING & CONSTRUCTION
BUDGET SUMMARY**



Project Name: Bickford Chesley House Complete project
 Project Location: 156 Piscataqua Rd. Durham NH
 Date: 7-24-24

Div.	Description	Total Mat'l Cost	Total Sub Cost Or Lump Sum	Labor Cost	Labor Fringe	Total Job Cost
1	General Requirements	56,273.66	0.00	129,625.00	77,775.00	263,673.66
2	Sitework	0.00	62,520.00	3,200.00	1,920.00	67,640.00
2A	Demolition	1,450.00	25,050.00	17,920.00	10,752.00	55,172.00
3	Concrete	29,612.00	0.00	2,880.00	1,728.00	34,220.00
4	Masonry	500.00	57,100.00	4,800.00	2,880.00	65,280.00
5	Metals	0.00	17,400.00	1,280.00	768.00	19,448.00
6	Rough Carpentry	17,618.00	0.00	15,840.00	9,504.00	42,962.00
6A	Finish Carpentry	57,607.50	76,876.00	18,200.00	10,920.00	163,603.50
7	Moisture Protection	1,475.00	61,655.00	1,920.00	1,152.00	66,202.00
8	Doors & Windows	39,400.00	163,720.00	13,440.00	8,064.00	224,624.00
9	Finishes	15,480.00	247,002.00	7,680.00	4,608.00	274,770.00
10	Specialties	4,880.00	0.00	1,680.00	1,008.00	7,568.00
11	Equipment	17,000.00	0.00	1,040.00	624.00	18,664.00
12	Furnishings	0.00	0.00	0.00	0.00	0.00
13	Special Construction	0.00	0.00	0.00	0.00	0.00
14	Conveying Systems	0.00	0.00	0.00	0.00	0.00
15	Mechanical	0.00	295,642.00	640.00	384.00	296,666.00
16	Electrical	0.00	150,000.00	0.00	0.00	150,000.00
TOTALS		241,296.16	1,156,965.00	220,145.00	132,087.00	1,750,493.16

TMH 4918

Total Direct	1,750,493.16
Sub Bonds	0.00
Bond	0.00
Subtotal	1,750,493.16
MEC Fee @6%	105,029.59
Subtotal	1,855,522.75
Contingency @ 10%	175,049.32
BUDGET TOTAL	2,030,572.06

MILESTONE ENGINEERING & CONSTRUCTION



ESTIMATE

Bickford-Chesley House Complete Project
156 Piscataqua Rd. Durham NH
8/8/2024

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
1	General Requirements											
	Building Permit	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Performance Bond	1	ls	15,560.00	15,560.00	0.00	0.00		0.00	0.00	0.00	15,560.00
	Builders Risk		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	GL Ins./Labor	220145	\$9.81/m	0.01	2,159.62	0.00	0.00		0.00	0.00	0.00	2,159.62
	GL Ins./Subcontractors	1156965	\$1.80 /m	0.00	2,082.54	0.00	0.00		0.00	0.00	0.00	2,082.54
	Umbrella Ins. Coverage	2031000	\$1.00 /m	0.00	1,523.25	0.00	0.00		0.00	0.00	0.00	1,523.25
	Professional Liability Ins.	2031000	\$0.75 /m	0.00	1,523.25	0.00	0.00		0.00	0.00	0.00	1,523.25
	Project Manager	35	weeks	0.00	0.00	0.00	0.00	350	55.00	19,250.00	11,550.00	30,800.00
	Project Superintendent	35	weeks	0.00	0.00	0.00	0.00	1,400	47.00	65,800.00	39,480.00	105,280.00
	General Superintendent	35	weeks	0.00	0.00	0.00	0.00	350	55.00	19,250.00	11,550.00	30,800.00
	Estimator		in precon	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Assistant	35	weeks	0.00	0.00	0.00	0.00	175	47.00	8,225.00	4,935.00	13,160.00
	Time Keeper		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Watchmen		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Traffic Control		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Layout		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Safety	35	weeks	150.00	5,250.00	0.00	0.00		0.00	0.00	0.00	5,250.00
	Travel Exp. - Supt.	35	weeks	200.00	7,000.00	0.00	0.00		0.00	0.00	0.00	7,000.00
	Office Trailer		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Storage Trailer		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Toilet	8	months	250.00	2,000.00	0.00	0.00		0.00	0.00	0.00	2,000.00
	Temp. Phone	8	months	150.00	1,200.00	0.00	0.00		0.00	0.00	0.00	1,200.00
	Temp. Data/Wireless	8	months	75.00	600.00	0.00	0.00		0.00	0.00	0.00	600.00
	Temp. Power	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Heat - Allow	1	NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Heat - Equip	1	NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Temp. Enclosures	1	ls	1,500.00	1,500.00	0.00	0.00	80	45.00	3,600.00	2,160.00	7,260.00
	Temp. H2O/Sewer	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Snow Removal	1	by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Field Office Supplies		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Daily Clean - Up	35	weeks	0.00	0.00	0.00	0.00	260	45.00	11,700.00	7,020.00	18,720.00
	Dumpster/Disp.	35	weeks	300.00	10,500.00	0.00	0.00		0.00	0.00	0.00	10,500.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Final Cleaning		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Project Drawings	1	allowance	500.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Small Tools	35	weeks	125.00	4,375.00	0.00	0.00		0.00	0.00	0.00	4,375.00
	Site Fencing	1	ls	500.00	500.00	0.00	0.00	40	45.00	1,800.00	1,080.00	3,380.00
	Encumbrance Permits		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Punch List		ls	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Testing		NONE	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Asbestos Survey		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								2,655				
Total General Requirements				56,273.66	0.00	0.00	0.00			129,625.00	77,775.00	263,673.66
2	Sitework											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Archeologist		None	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Sitework sub Mobilize	1	sub	0.00	0.00	9,130.00	9,130.00		0.00	0.00	0.00	9,130.00
	Perimeter drainage system		None	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Regrade exterior	1	sub	0.00	0.00	9,195.00	9,195.00		0.00	0.00	0.00	9,195.00
	Remove vegetation	1	sub	0.00	0.00	2,475.00	2,475.00		0.00	0.00	0.00	2,475.00
	Regrade basement	40	mh	0.00	0.00	0.00	0.00	40	40.00	1,600.00	960.00	2,560.00
	Peastone in basement	10	cy	0.00	0.00	200.00	2,000.00	40	40.00	1,600.00	960.00	4,560.00
	Excavate basement footings		ea	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Porch piers	1	sub	0.00	0.00	2,325.00	2,325.00		0.00	0.00	0.00	2,325.00
	ADA ramp Piers	1	sub	0.00	0.00	4,650.00	4,650.00		0.00	0.00	0.00	4,650.00
	Remove brambles		in vegetation	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Fabric and stone under front	1	sub	0.00	0.00	3,850.00	3,850.00		0.00	0.00	0.00	3,850.00
	6" fire service materials	1	allowance	0.00	0.00	10,000.00	10,000.00		0.00	0.00	0.00	10,000.00
	Reset entry steps	1	sub	0.00	0.00	3,895.00	3,895.00		0.00	0.00	0.00	3,895.00
	Barn Entry rework	1	allowance	0.00	0.00	15,000.00	15,000.00		0.00	0.00	0.00	15,000.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								80				
Total Sitework				0.00	62,520.00	0.00	0.00			3,200.00	1,920.00	67,640.00
2A	Demolition											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Basement	1	sub	0.00	0.00	11,900.00	11,900.00		0.00	0.00	0.00	11,900.00
	Remove furnaces(2)		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Remove oil tank		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Brick bearing walls		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Regrade floor		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceiling plaster removal	1	sub	0.00	0.00	9,650.00	9,650.00		0.00	0.00	0.00	9,650.00
	Kitchen floor	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Kitchen paneling	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Kitchen cabinets	16	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Bathroom fixtures	8	mh	0.00	0.00	0.00	0.00	8	40.00	320.00	192.00	512.00
	Bathroom floor	8	mh	0.00	0.00	0.00	0.00	8	40.00	320.00	192.00	512.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceilings	588	sf	0.00	0.00	0.00	0.00	96	40.00	3,840.00	2,304.00	6,144.00
	Salvage closet shelves etc	40	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Plumbing and millwork	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
	EII	1	sub	0.00	0.00	3,500.00	3,500.00		0.00	0.00	0.00	3,500.00
	Plaster ceiling			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Kitchen demo	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
	Wall finishes	24	mh	0.00	0.00	0.00	0.00	24	40.00	960.00	576.00	1,536.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Attic floorboard removal	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Demo dumpster	1	ea	950.00	950.00	0.00	0.00		0.00	0.00	0.00	950.00
	Misc. demo	80	mh	0.00	0.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,120.00
	Temp protection	1	ls	500.00	500.00	0.00	0.00	40	40.00	1,600.00	960.00	3,060.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								448				
Total Demolition					1,450.00	25,050.00				17,920.00	10,752.00	55,172.00
3	Concrete											
	Historic Basement footings			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Concrete	3	cy	250.00	750.00	0.00	0.00		0.00	0.00	0.00	750.00
	Rebar	78	lbs	2.00	156.00	0.00	0.00		0.00	0.00	0.00	156.00
	Form and pour	1	ls	200.00	200.00	0.00	0.00	24	40.00	960.00	576.00	1,736.00
	Historic Basement slab	18	cy	125.00	2,250.00	0.00	0.00		0.00	0.00	0.00	2,250.00
	Vapor barrier	1600	sf	0.75	1,200.00	0.00	0.00	16	40.00	640.00	384.00	2,224.00
	VB Tape	1	roll	52.00	52.00	0.00	0.00		0.00	0.00	0.00	52.00
	WWF/fibermesh	1500	sf	1.00	1,500.00	0.00	0.00		0.00	0.00	0.00	1,500.00
	Place and finish	18	cy	350.00	6,300.00	0.00	0.00		0.00	0.00	0.00	6,300.00
	Concrete pump	1	ea	1,200.00	1,200.00	0.00	0.00		0.00	0.00	0.00	1,200.00
	Multi purpose slab	25	cy	125.00	3,125.00	0.00	0.00		0.00	0.00	0.00	3,125.00
	Vapor barrier	2100	sf	0.75	1,575.00	0.00	0.00	32	40.00	1,280.00	768.00	3,623.00
	VB Tape	2	rolls	52.00	104.00	0.00	0.00		0.00	0.00	0.00	104.00
	Place and finish	25	cy	400.00	10,000.00	0.00	0.00		0.00	0.00	0.00	10,000.00
	Concrete pump	1	ea	1,200.00	1,200.00	0.00	0.00		0.00	0.00	0.00	1,200.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								72				
Total Concrete					29,612.00		0.00			2,880.00	1,728.00	34,220.00
4	Masonry											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Re-set foundation stones	1	sub	0.00	0.00	5,300.00	5,300.00		0.00	0.00	0.00	5,300.00
	Re-point foundation stones		in foundatio	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Repoint basement brickwork	1	sub	0.00	0.00	28,300.00	28,300.00		0.00	0.00	0.00	28,300.00
	Repoint fireplace hearths		in firebox	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Repoint fireboxes	1	sub	0.00	0.00	8,000.00	8,000.00		0.00	0.00	0.00	8,000.00
	Remove and reset entry steps		in site	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Rebuild fire service opening	1	allowance	0.00	0.00	1,500.00	1,500.00		0.00	0.00	0.00	1,500.00
	Milk room floor	1	sub	0.00	0.00	11,500.00	11,500.00		0.00	0.00	0.00	11,500.00
	Sill stone shoring	1	ls	500.00	500.00	0.00	0.00	120	40.00	4,800.00	2,880.00	8,180.00
	Misc. Multi purpose wing	1	allowance	0.00	0.00	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00
								120				
Total Masonry					500.00		57,100.00			4,800.00	2,880.00	65,280.00
5	Metals											
	Ramp railings	64	lf	0.00	0.00	150.00	9,600.00		0.00	0.00	0.00	9,600.00
	Entry step handrails	12	lf	0.00	0.00	150.00	1,800.00		0.00	0.00	0.00	1,800.00
	Basement columnns	5	ea	0.00	0.00	1,200.00	6,000.00	32	40.00	1,280.00	768.00	8,048.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								32				
Total Metal					0.00		17,400.00			1,280.00	768.00	19,448.00
6	Rough Carpentry											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Sill repair	20	lf	50.00	1,000.00	0.00	0.00		0.00	0.00	0.00	1,000.00
	Center floor girt repair	12	lf	50.00	600.00	0.00	0.00		0.00	0.00	0.00	600.00
	Joist repair/replacement	40	lf	25.00	1,000.00	0.00	0.00		0.00	0.00	0.00	1,000.00
	Misc. Shoring	5	ea	250.00	1,250.00	0.00	0.00	40	40.00	1,600.00	960.00	3,810.00
	Large Joist hangers	4	ea	125.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Regular joist hangers	40	ea	5.00	200.00	0.00	0.00		0.00	0.00	0.00	200.00
	Misc. Fasteners	1	ls	500.00	500.00	0.00	0.00		0.00	0.00	0.00	500.00
	Misc. rough carpentry	1	allowance	1,000.00	1,000.00	0.00	0.00	120	40.00	4,800.00	2,880.00	8,680.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Front porch floor repairs			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Decking removal	16	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Joist removal	16	mh	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Pier layout	4	mh	0.00	0.00	0.00	0.00	4	40.00	160.00	96.00	256.00
	Shoring	1	ls	500.00	500.00	0.00	0.00	32	40.00	1,280.00	768.00	2,548.00
	Reframe deck	48	in siding	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Rim joists 2x10x12 pt	9	ea	24.00	216.00	0.00	0.00		0.00	0.00	0.00	216.00
	Joists 2x10x8 pt	26	ea	16.00	416.00	0.00	0.00		0.00	0.00	0.00	416.00
	Ledger 2x10x16 pt	2	ea	31.00	62.00	0.00	0.00		0.00	0.00	0.00	62.00
	Ledger fasteners 52 ct	1	box	60.00	60.00	0.00	0.00		0.00	0.00	0.00	60.00
	2x10 hangers	52	ea	5.00	260.00	0.00	0.00		0.00	0.00	0.00	260.00
	Ceiling overlays 2x6x8	10	ea	6.00	60.00	0.00	0.00		0.00	0.00	0.00	60.00
	Ceiling material	25	sf	5.00	125.00	0.00	0.00	40	40.00	1,600.00	960.00	2,685.00
	Deck materials	675	lf	5.00	3,375.00	0.00	0.00		0.00	0.00	0.00	3,375.00
	Deck fasteners	1	ls	310.00	310.00	0.00	0.00		0.00	0.00	0.00	310.00
	Ramp landing 2x10x12 pt	6	ea	24.00	144.00	0.00	0.00		0.00	0.00	0.00	144.00
	Shoe 2x10x12	2	ea	24.00	48.00	0.00	0.00		0.00	0.00	0.00	48.00
	Midspan 2x10x12 pt	2	ea	24.00	48.00	0.00	0.00		0.00	0.00	0.00	48.00
	Joists 2x10x16 pt	6	ea	31.00	186.00	0.00	0.00		0.00	0.00	0.00	186.00
	2x10x12 pt	6	ea	24.00	144.00	0.00	0.00		0.00	0.00	0.00	144.00
	Decking	475	lf	5.00	2,375.00	0.00	0.00		0.00	0.00	0.00	2,375.00
	Framing labor	48	in siding	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Interior framing			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Closet 2x4x10 kd	16	ea	5.00	80.00	0.00	0.00	8	40.00	320.00	192.00	592.00
	Ell bathrooms			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Plates 2x6x16 kd	14	ea	12.00	168.00	0.00	0.00		0.00	0.00	0.00	168.00
	Studs 2x6x10 kd	120	ea	8.00	960.00	0.00	0.00		0.00	0.00	0.00	960.00
	Strapping 1x3	300	lf	0.25	75.00	0.00	0.00		0.00	0.00	0.00	75.00
	3/8 underlayment	12	ea	38.00	456.00	0.00	0.00		0.00	0.00	0.00	456.00
	Ell floor and sill repair	1	allowance	1,500.00	1,500.00	0.00	0.00	120	40.00	4,800.00	2,880.00	9,180.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								396				
Total Rough Carpentry					17,618.00		0.00			15,840.00	9,504.00	42,962.00
6A	Finish Carpentry											
	Exterior trim and siding	1	sub	0.00	0.00	76,876.00	76,876.00		0.00	0.00	0.00	76,876.00
	Exterior clapboard repair			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Quartersawn spruce			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	North elevation	1200	lf	2.25	2,700.00	0.00	0.00		0.00	0.00	0.00	2,700.00
	South elevation	450		2.25	1,012.50	0.00	0.00		0.00	0.00	0.00	1,012.50

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	East elevation	1500	lf	2.25	3,375.00	0.00	0.00		0.00	0.00	0.00	3,375.00
	West elevation	3000	lf	2.25	6,750.00	0.00	0.00		0.00	0.00	0.00	6,750.00
	Indian shutter repair	9	ea	25.00	225.00	0.00	0.00	27	40.00	1,080.00	648.00	1,953.00
	Misc. interior trim	1	allowance	1,250.00	1,250.00	0.00	0.00	80	40.00	3,200.00	1,920.00	6,370.00
	Stair and balustrade repair	1	ls	0.00	0.00	0.00	0.00	16	40.00	640.00	384.00	1,024.00
	Corner board repair 1x3	100	lf	2.00	200.00	0.00	0.00		0.00	0.00	0.00	200.00
	Porch post/trim repair	1	allowance	500.00	500.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,620.00
	Porch siding repair	25	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Crown repair	90	lf	15.00	1,350.00	0.00	0.00		0.00	0.00	0.00	1,350.00
	Boom lift	2	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lift fuel	2	in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. siding/trim sundries	1	allowance	1,500.00	1,500.00	0.00	0.00		0.00	0.00	0.00	1,500.00
	Misc sheathing repair	100	lf	4.00	400.00	0.00	0.00	40	40.00	1,600.00	960.00	2,960.00
	Multi-purpose barn			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Baseboard 1x8	350	lf	3.00	1,050.00	0.00	0.00	40	40.00	1,600.00	960.00	3,610.00
	Door casings 1x4	360	lf	2.00	720.00	0.00	0.00	40	40.00	1,600.00	960.00	3,280.00
	Window casings	350	lf	2.00	700.00	0.00	0.00	40	40.00	1,600.00	960.00	3,260.00
	Millwork			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Base cabinets	17	lf	600.00	10,200.00	0.00	0.00		0.00	0.00	0.00	10,200.00
	Upper cabinets	18	lf	300.00	5,400.00	0.00	0.00		0.00	0.00	0.00	5,400.00
	Countertops	44	sf	75.00	3,300.00	0.00	0.00		0.00	0.00	0.00	3,300.00
	Install	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. baseboard	20	lf	15.00	300.00	0.00	0.00	4	40.00	160.00	96.00	556.00
	Trim repair	1	ls	150.00	150.00	0.00	0.00	24	40.00	960.00	576.00	1,686.00
	Kitchen			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Base cabinets	15	lf	600.00	9,000.00	0.00	0.00		0.00	0.00	0.00	9,000.00
	Upper cabinets	14	lf	300.00	4,200.00	0.00	0.00		0.00	0.00	0.00	4,200.00
	Countertops	41	sf	75.00	3,075.00	0.00	0.00		0.00	0.00	0.00	3,075.00
	Install	32	mh	0.00	0.00	0.00	0.00	32	40.00	1,280.00	768.00	2,048.00
	Misc. finish sundries	1	ls	250.00	250.00	0.00	0.00		0.00	0.00	0.00	250.00
								455				
Total Finish Carpentry					57,607.50	76,876.00				18,200.00	10,920.00	163,603.50
7	Moisture Protection											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Exterior copper gutters	124	lf	0.00	0.00	175.00	21,700.00		0.00	0.00	0.00	21,700.00
	Basement vapor barrier	1500	sf	0.75	1,125.00	0.00	0.00	16	40.00	640.00	384.00	2,149.00
	Return flashings			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Misc. firestopping	1	ls	250.00	250.00	0.00	0.00	16	40.00	640.00	384.00	1,274.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Misc. caulking	1	ls	100.00	100.00	0.00	0.00	16	40.00	640.00	384.00	1,124.00
	Insulation	1	Allowance	0.00	0.00	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00
	Ell walls			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ell floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Attic blown in		Complete	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi-purpose barn	1	sub	0.00	0.00	37,455.00	37,455.00		0.00	0.00	0.00	37,455.00
	Barn walls		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn roof		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Barn floor		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								48				
Total Moisture Protection					1,475.00	61,655.00				1,920.00	1,152.00	66,202.00
8	Doors & Windows											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor Exterior windows	10	ea	0.00	0.00	5,015.00	50,150.00		0.00	0.00	0.00	50,150.00
	Window install	10	ea	0.00	0.00	100.00	1,000.00		0.00	0.00	0.00	1,000.00
	Storm windows	10	ea	0.00	0.00	750.00	7,500.00	20	40.00	800.00	480.00	8,780.00
	Window removal	20	mh	0.00	0.00	0.00	0.00	20	40.00	800.00	480.00	1,280.00
	Temp protection	10	ea	15.00	150.00	0.00	0.00	10	40.00	400.00	240.00	790.00
	2nd floor exterior windows	13	ea	0.00	0.00	5,015.00	65,195.00		0.00	0.00	0.00	65,195.00
	Window install	13	ea	0.00	0.00	100.00	1,300.00		0.00	0.00	0.00	1,300.00
	Storm windows	13	ea	0.00	0.00	750.00	9,750.00	26	40.00	1,040.00	624.00	11,414.00
	Window removal	13	ea	0.00	0.00	0.00	0.00	26	40.00	1,040.00	624.00	1,664.00
	Temp protection	13	ea	15.00	195.00	0.00	0.00	13	40.00	520.00	312.00	1,027.00
	Ell windows	5	ea	0.00	0.00	5,015.00	25,075.00		0.00	0.00	0.00	25,075.00
	Storm windows	5	ea	0.00	0.00	750.00	3,750.00	10	40.00	400.00	240.00	4,390.00
	Window removal	5	ea	0.00	0.00	0.00	0.00	10	40.00	400.00	240.00	640.00
	Temp protection	5	ea	15.00	75.00	0.00	0.00	5	40.00	200.00	120.00	395.00
	Attic window repair	5	ea	100.00	500.00	0.00	0.00	80	40.00	3,200.00	1,920.00	5,620.00
	Front transom repair	1	ea	50.00	50.00	0.00	0.00	24	40.00	960.00	576.00	1,586.00
	Misc door repair	1	allowance	2,500.00	2,500.00	0.00	0.00		0.00	0.00	0.00	2,500.00
	Basement window repair	3	ea	50.00	150.00	0.00	0.00	24	40.00	960.00	576.00	1,686.00
	Milk room window repair	1	ea	50.00	50.00	0.00	0.00	24	40.00	960.00	576.00	1,586.00
	Closet door	1	ea	1,200.00	1,200.00	0.00	0.00	8	40.00	320.00	192.00	1,712.00
	New Ell entry door	1	ea	4,500.00	4,500.00	0.00	0.00	4	40.00	160.00	96.00	4,756.00
	Barn entry doors	3	ea	9,010.00	27,030.00	0.00	0.00	24	40.00	960.00	576.00	28,566.00
	Barn egress door	1	ea	3,000.00	3,000.00	0.00	0.00	8	40.00	320.00	192.00	3,512.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								336				
Total Doors & Windows					39,400.00	163,720.00				13,440.00	8,064.00	224,624.00
9	Finishes											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Plaster ceilings	1	sub	0.00	0.00	36,718.00	36,718.00		0.00	0.00	0.00	36,718.00
	Plaster wall repairs			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	EII kitchen walls			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	EII kitchen ceiling			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lath removal			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lath re-install			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi purpose wing	1	sub	0.00	0.00	35,504.00	35,504.00		0.00	0.00	0.00	35,504.00
	Wall painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ceiling painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Interior trim			0.00	0.00	7.00	0.00		0.00	0.00	0.00	0.00
	Interior doors			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Stair tread,risers,balusters			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lower level rated ceiling	1	sub	0.00	0.00	12,000.00	12,000.00		0.00	0.00	0.00	12,000.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Wall and ceiling patch	1	sub	0.00	0.00	15,900.00	15,900.00		0.00	0.00	0.00	15,900.00
	New blueboard	588	sf	0.00	0.00	10.00	5,880.00		0.00	0.00	0.00	5,880.00
	Painting			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Exterior painting	1	sub	0.00	0.00	69,000.00	69,000.00		0.00	0.00	0.00	69,000.00
	1st floor interior	1	sub	0.00	0.00	18,000.00	18,000.00		0.00	0.00	0.00	18,000.00
	2nd floor interior	1	sub	0.00	0.00	15,800.00	15,800.00		0.00	0.00	0.00	15,800.00
	Multi purpose interior	1	sub	0.00	0.00	10,500.00	10,500.00		0.00	0.00	0.00	10,500.00
	Window sash	1	in window s	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Flooring			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Clean/screen wood floori	1200	sf	0.00	0.00	3.00	3,600.00		0.00	0.00	0.00	3,600.00
	Install new wood floor	460	sf	12.00	5,520.00	4.00	1,840.00		0.00	0.00	0.00	7,360.00
	Wood flooring finish	1440	sf	0.00	0.00	4.00	5,760.00		0.00	0.00	0.00	5,760.00
	Ceramic tile	484	sf	15.00	7,260.00	30.00	14,520.00		0.00	0.00	0.00	21,780.00
	Misc. wood floor repair		sf	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Reinstall attic floorboards	1440	sf	0.00	0.00	0.00	0.00	120	40.00	4,800.00	2,880.00	7,680.00
	Multi purpose floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Prep and sanding	1686	sf	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Tung Oil	10	gallons	150.00	1,500.00	0.00	0.00	40	40.00	1,600.00	960.00	4,060.00
	Second Floor flooring			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Wood floor sanding	1100	sf	0.00	0.00	4.00	0.00		0.00	0.00	0.00	0.00
	Tung oil	8	gallons	150.00	1,200.00	0.00	0.00	32	40.00	1,280.00	768.00	3,248.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	LVT flooring	132	sf	0.00	0.00	15.00	1,980.00		0.00	0.00	0.00	1,980.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								192				
Total Finishes				15,480.00	247,002.00				7,680.00	4,608.00	274,770.00	
10	Specialties											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Bathroom accessories			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Grab bars	12	ea	125.00	1,500.00	0.00	0.00	12	40.00	480.00	288.00	2,268.00
	Toilet paper holders	4	ea	75.00	300.00	0.00	0.00	4	40.00	160.00	96.00	556.00
	Paper towel dispensers	4	ea	100.00	400.00	0.00	0.00	4	40.00	160.00	96.00	656.00
	Robe hooks	4	ea	45.00	180.00	0.00	0.00	2	40.00	80.00	48.00	308.00
	Mirrors	4	ea	150.00	600.00	0.00	0.00	4	40.00	160.00	96.00	856.00
	Second floor			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Mirrors	2	ea	75.00	150.00	0.00	0.00	4	40.00	160.00	96.00	406.00
	Robe hooks	2	ea	25.00	50.00	0.00	0.00	1	40.00	40.00	24.00	114.00
	Toilet paper holders	2	ea	50.00	100.00	0.00	0.00	2	40.00	80.00	48.00	228.00
	Towel bars	2	ea	50.00	100.00	0.00	0.00	2	40.00	80.00	48.00	228.00
	Shower curtain/bar	1	ea	150.00	150.00	0.00	0.00	1	40.00	40.00	24.00	214.00
	Fire extinguisher cabinets	6	ea	150.00	900.00	0.00	0.00	6	40.00	240.00	144.00	1,284.00
	Fire extinguishers	6	ea	75.00	450.00	0.00	0.00		0.00	0.00	0.00	450.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								42				
Total Specialties				4,880.00	0.00				1,680.00	1,008.00	7,568.00	
11	Equipment											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Ell kitchenette Appliances			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Refrigerator	1	allowance	2,500.00	2,500.00	0.00	0.00	2	40.00	80.00	48.00	2,628.00
	Microwave	1	allowance	250.00	250.00	0.00	0.00	1	40.00	40.00	24.00	314.00
	Dishwasher	1	allowance	1,000.00	1,000.00	0.00	0.00	4	40.00	160.00	96.00	1,256.00
	Warming oven	1	allowance	1,000.00	1,000.00	0.00	0.00	4	40.00	160.00	96.00	1,256.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Meeting room furnishings	1	allowance	5,000.00	5,000.00	0.00	0.00		0.00	0.00	0.00	5,000.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	2nd floor appliances			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Refrigerator	1	allowance	2,500.00	2,500.00	0.00	0.00	2	40.00	80.00	48.00	2,628.00
	Microwave	1	allowance	250.00	250.00	0.00	0.00	1	40.00	40.00	24.00	314.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
	Dishwasher	1	allowance	1,000.00	1,000.00	0.00	0.00	4	40.00	160.00	96.00	1,256.00
	Range	1	allowance	1,500.00	1,500.00	0.00	0.00	4	40.00	160.00	96.00	1,756.00
	Washer/dryer	1	allowance	2,000.00	2,000.00	0.00	0.00	4	40.00	160.00	96.00	2,256.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								26				
Total Equipment				17,000.00	17,000.00	0.00	0.00			1,040.00	624.00	18,664.00
12	Furnishings											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Furnishings				0.00	0.00	0.00	0.00			0.00	0.00	0.00
13	Special Construction											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Special Construction				0.00	0.00	0.00	0.00			0.00	0.00	0.00
14	Conveying Systems											
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	NONE			0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Conveying Systems				0.00	0.00	0.00	0.00			0.00	0.00	0.00
15	Mechanical											
	Main house HVAC	1	sub	0.00	0.00	106,607.00	106,607.00		0.00	0.00	0.00	106,607.00
	Basement sump pump	1	sub	0.00	0.00	2,600.00	2,600.00	16	40.00	640.00	384.00	3,624.00
	Dehumidification		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	2nd floor rough plumbing	1	sub	0.00	0.00	17,500.00	17,500.00		0.00	0.00	0.00	17,500.00
	Main house 1st floor plumb	1	sub	0.00	0.00	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00
	New Ell bathrooms	1	sub	0.00	0.00	60,615.00	60,615.00		0.00	0.00	0.00	60,615.00
	Multi purpose barn HVAC	1	sub	0.00	0.00	45,420.00	45,420.00		0.00	0.00	0.00	45,420.00
	Sprinkler system	1	sub	0.00	0.00	60,400.00	60,400.00		0.00	0.00	0.00	60,400.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

DIV.	DESCRIPTION	QTY.	Unit	UNIT / MAT'L COST	TOTAL MAT'L COST	UNIT SUB COST	TOTAL SUB COST OR L.S.	LABOR HOURS	LABOR RATE	LABOR COST	LABOR FRINGE	TOTAL JOB COST
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								16				
Total Mechanical					0.00		295,642.00			640.00	384.00	296,666.00
16	Electrical											
	Electrical sub	1	sub	0.00	0.00	65,100.00	65,100.00		0.00	0.00	0.00	65,100.00
	Branch wiring		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Lighting allowance		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Switch gear		in sub	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	Multi purpose barn	1	sub	0.00	0.00	30,000.00	30,000.00		0.00	0.00	0.00	30,000.00
	Life Safety items	1	sub	0.00	0.00	8,000.00	8,000.00		0.00	0.00	0.00	8,000.00
	Fire alarm	1	sub	0.00	0.00	18,500.00	18,500.00		0.00	0.00	0.00	18,500.00
	Security alarm		by owner	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
	1st floor rough	1	sub	0.00	0.00	14,200.00	14,200.00		0.00	0.00	0.00	14,200.00
	2nd floor rough	1	sub	0.00	0.00	14,200.00	14,200.00		0.00	0.00	0.00	14,200.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
				0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00
								0				
Total Electrical					0.00		150,000.00			0.00	0.00	150,000.00
								4,918				
Grand Totals					241,296.16		1,156,965.00			220,145.00	132,087.00	1,750,493.16



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#10D**

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Todd Selig, Administrator

AGENDA ITEM: RECEIVE ANNUAL REPORT FROM THE INTEGRATED WASTE MANAGEMENT ADVISORY COMMITTEE – NELL NEAL, CHAIR

CC PREPARED BY: Karen Edwards, Administrative Assistant

PRESENTED BY: Nell Neal, Chair, Integrated Waste Management Advisory Committee

AGENDA DESCRIPTION:

Section 11.1 (I) of the Durham Town Charter used to require that the Town Council meet annually with all Chairpersons of standing Town committees to review significant actions taken by the committees, projects currently under discussion, and anticipated activities for the coming year. At the March 10, 2020 Town Election, Charter amendment (Article 16 on the ballot) was adopted which amended the language within this section to now read:

- I. On an annual basis, Chairs of the Town of Durham committees will be provided the opportunity to present to the Town Council any significant actions or projects taken by their respective committee. This report can be in the form of a written summary or a formal presentation. No action is required if there is nothing of significance to report, although the Town Council can ask for a presentation if there is interest.*

Nell Neal has been invited to attend Monday night's Town Council meeting to provide a brief update to Council members regarding IWMAC's current activities.

LEGAL AUTHORITY:

Section 11.1 (I) of the Durham Town Charter.

LEGAL OPINION: N/A

FINANCIAL DETAILS: N/A

SUGGESTED ACTION OR RECOMMENDATIONS:

No formal action required. Receive presentation from IWMAC Chair, Nell Neal, and hold question and answer session if desired.



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#11**

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Todd Selig, Administrator

AGENDA ITEM: DISCUSSION OF THE ADMINISTRATOR'S PROGRESS REPORT, AS OF SEPTEMBER 30, 2024, ON THE LIST OF APPROVED 2024/25 TOWN COUNCIL GOALS ADOPTED ON JUNE 3, 2024.

CC PREPARED BY: Karen Edwards, Administrative Assistant

CC PRESENTED BY: Todd Selig, Administrator

AGENDA DESCRIPTION:

On Monday, June 3, 2024, the Council adopted its goals for 2024/25. In order to measure the progress of the goals adopted by Council, the Administrator believes it is important to provide the Council with periodic status reports.

Attached for the Council's information is an updated progress report prepared by the Administrator which outlines the status of each of the goals as of September 30, 2024. At the Town Council meeting of October 7, the Council requested that this item be removed from Unanimous Consent and placed on the October 21 agenda under Unfinished Business.

LEGAL AUTHORITY:

N/A

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

N/A

SUGGESTED ACTION OR RECOMMENDATIONS:

No formal action is required. Receive progress report of the 2024/25 Town Council goals updated by the Administrator as of September 30, 2024.



2024/25 Town Council Goals*
(Adopted 6/3/24)
Progress Report as of September 30, 2024

Mission

To provide ongoing stewardship for the Durham community including effective and efficient municipal services.

Core Values

Excellence, Honesty, Integrity, Justice, Resilience, Respect, Transparency

Goals

- 1. Facilitate optimal functioning of Town government through continuous improvement, new efficiencies, waste reduction, and inter-agency collaboration.**
 - a. Move forward with key infrastructure projects.

DPW: Goal Achieved and Ongoing- Durham Public Works is actively managing the design, permitting and/or construction of several projects including Madbury Road Complete Streets Project, 2025 Road Program, Bickford Chesley House Restoration, Wastewater Treatment Plant Major Components Rehabilitation, Pedestrian Crosswalk Improvements (RRFB's), Sewer Collection System upgrades, Solid Waste and Recycling Automated Collection Conversion, Bagdad Road/Main Street/Dover Road Sidewalk Rehabilitation, Wagon Hill Farm Living Shoreline Phase 2 Design and Permitting, Bennett Road Woodman and Corsey Brook Culvert Rehabilitation, Spruce Hole and Lee Well Pump Station, PD and DPW Emergency Generator Project, Water Storage Tank Mixing System Project, Madbury Road Water and Sewer Main reconstruction, Transfer Station Improvement Project - inclusive of new compactors for solid waste and single stream recycling, Edgewood and Madbury Road Major Culvert Reconstruction and Stormwater System Improvements, Technology Drive Water Booster Station Improvements, Technology Drive water distribution system improvements.

- b. Utilizing the UNH Sustainability Fellow program, update the Town's Climate Action Plan in 2024/25 and integrate conclusions into the Town's long-term planning efforts by involving committees and departments and encouraging them to actively suggest ideas and spearhead initiatives.

Sophie Goodwin: Sophie will be in person at an upcoming Council meeting to report on this goal. The various Town committees involved with the effort have been surveyed and have been provided an opportunity to provide feedback. This is being integrated into a working draft document and format. We have also reviewed examples of recent CAP plans from communities such as Nashua and Portsmouth for ideas.

- c. Strategize on ways to effectively advertise and fill vacant alternate and regular positions on Town boards/committees and positions at the polls and ensure a sufficient number and diverse mix of volunteers.

Admin: A survey was sent out to current board members to see how they heard about the vacancy they filled. The top two answers were 1.) Word of mouth and 2.) The Friday Updates. A permanent link was added to the Friday Updates that takes one to a listing of all Board/Committee/Commission vacancies on the Town webpage. In addition, an effective approach is to have a Councilor or existing board member ask a prospective candidate if they would be interested in serving.

- d. Expand outreach around services, amenities, information, and programs provided by the Town.

Admin: We continue to utilize the Friday Updates as the primary medium of informing individuals about services and opportunities in the community along with, to a lesser degree, social media, which pull info. from the Friday Updates. We continue to look at an update to the web site but this has met some technical, time, and cost challenges that staff is working to overcome.

Parks & Rec: Currently, Parks & Rec utilizes Facebook, Instagram, an emailed newsletter, and flyers posted on bulletin boards at the Town Hall, Library and Jackson's Landing Kiosk to advertise programs for both children and adults.

- e. Continually evaluate cybersecurity risks and take steps to address potential vulnerabilities. Consider providing Town Councilors with town email addresses.

IT: IT is continuing the roll-out of Identity and Access management through Jumpcloud. As of today, we have 97 "active" users, three verified SSO applications, and one synced directory.

Implementation has shifted to hardware for the next few months. When that phase is complete, we will be implementing multi-factor authentication at both the desktop (where possible) and application level and enforcing conditional access policies.

IT Manager Luke Vincent has continued to attend monthly calls for MS-ISAC (Multi-State Information Sharing & Analysis Center) which cover both new and emerging threats as well as migration strategies. MS-ISAC is also responsible for the NCSR (Nationwide Cybersecurity Review), which will begin with a kick-off event on October 1st. September's meeting focus was both on the upcoming election cycle and implementing DMARC (a step Durham has already taken) for protecting email sources.

In addition, IT Manager Luke Vincent was able to attend a local Primex-hosted event for NH Municipal Leadership. At this event, the morning focus was a deep dive into business email account compromise given by Peter Laroche of the U.S. Secret Service. Peter provided some insight from his long career in law enforcement as well as some tips of expediting information and investigation of cyber events.

Regarding Council email, all Council members were offered a login through JumpCloud with a corresponding Microsoft 365 account which includes a "ci.durham.nh.us" email address in late August. Currently 5 of 9 councilors have successfully create their initial login and thereby been granted access to their official mailbox. One Councilor encountered a technical issue on attempting to login, to which a workaround has been suggested. Leaving three others that have not attempted to login. The council@ci.durham.nh.us alias has not been repointed to the official emails yet. IT will be following up

with Councilors as time allows before redirecting mail away from individually registered personal email boxes.

- f. [Fill the vacant Assessor position and work to ensure a smooth transition.](#)

Admin: COMPLETE After the departure of Jay Ferreira, Jim Rice returned to the position of Assessor. Through his networking, he contacted the Assessor in Rochester, Darcy Freer, and was able to convince her to apply for the position in Durham. She was hired at the end of June. Jim Rice continued to work until mid-July to ensure a smooth transition. Darcy has been a wonderful asset to Durham.

2. Conduct planning and take steps as necessary to protect public health and safety and provide ongoing service continuity given the anticipated impacts of climate change, the post-pandemic era, and general operational challenges.

- a. [Align long-range capital improvement planning \(CIP\) with the recently approved 2024 Durham Multi-hazard Climate Mitigation Plan and the 2023 Climate Adaption Chapter of the Master Plan.](#)

DPW: CIP planning and execution is aligned with Climate Mitigation and Climate Adaptation Goals including stormwater system operation and design, wetland permitting and sea level rise considerations, urban forestry and tree planting program, infrastructure flood resiliency, water system long term planning and wastewater system upgrades.

- b. [Work to begin updating long-term feasibility planning with UNH on the future Durham Fire Station capital project to be located on Waterworks Road.](#)

Fire: On June 24, 2024, Chief Emanuel met with Ken Weston, Bill Janelle, Mike Mason, Chris Sands, and Mark Guether from UNH at the Durham Fire station to discuss the Durham fire station capital improvement project and status of the fire station on the UNH Master Plan.

The group discussed financial aspects and bond options which included:

- Town bonding of the fire station project
- UNH fund and manage the project and bill the Town for Town's portion

The group discussed that the Service Building as a fire station is the limiting factor on service delivery and on-duty staffing for the fire department. The group discussed the FY2025 budget request to increase staffing levels and the department's need for additional space for 6-7 people on duty. This additional staffing requires a minimum of at least two additional beds and eight additional personal lockers in the living space. The group discussed acquisition of additional space from Sponsored Research and the need for Durham/UNH to dust off or revisit the emergency services building needs, requirements, and facility location. Chief Emanuel requested that the fire station be added to the UNH Master Plan document, and that consideration be given to outlining the current needs for the facility and/or potential service partner interest.

The group identified a plan and need to:

- Acquire additional space in the Service Building for the fire department
- Expand Master planning for the fire department and/or emergency services between the Town and Campus.

- c. [Maintain Durham Police Department national accreditation through the Commission on Accreditation for Law Enforcement Agencies \(CALEA\) with an upcoming cyclical review date of spring 2025.](#)

Police: The Police Department is on track to obtain national accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA) for the Spring 2025 review and in person Assessor visit.

CALEA works off a four-year cycle, conducting virtual annual reviews by a CALEA Compliance Service Member (CSM) to ensure our department remains in compliance with over 800 “Advanced” National Standards that govern our policies and procedures. In addition, every 4th year in the cycle, CALEA requires an in-person assessment conducted by a higher-ranking CALEA Assessor. The Assessor will visit our department for several days to conduct interviews with personnel and inspect the building to ensure that our officers are following CALEA standards and that our building is in compliance with CALEA standards.

The Durham Department underwent virtual reviews in July 2022, July 2023 and July 2024, and these reviews were very positive. In fact, it was communicated to us by one CSM that our department could be used as a benchmark agency, one in which others should strive to be. The Department's next virtual review will be in February 2025 and the in-person Assessor visit will take place in April 2025.

3. Pursue long-term economic strength and resiliency, anticipating the community’s, the region’s, and the nation’s economic characteristics and opportunities.

- a. [The Council and Administrator, working together, will strive to hold the municipal tax rate at the 2024 level plus inflation \(CPI-U for Boston-Cambridge-Newton, MA-NH\) or less, and continue to make an effort to control spending, enhance revenues, broaden the tax base, and explore innovative ways to stabilize or reduce the municipal tax rate.](#)

Admin: Departments have provided their FY 2025 budget requests to the Business Office and Administrator, who are in the process of reviewing same. Although flagged as a concern for several years, Durham’s tax base growth remains relatively flat (1%), which is insufficient to offset natural growth in the Town’s spending. The CPI-U target (see goal language above) as of July 2024 (most recent data available at this time) is 3.5%. Current budget requests show a 11.17% increase in spending requests translating to a \$.94 or a 16.29% increase in the municipal portion of the tax rate. Department requests are relatively flat aside from wages (driven in large part by recent inflationary pressures, fallout from the Pandemic, and the need to pay a competitive rate to attract and retain qualified personnel as evidenced through collective bargaining, etc.). As noted by Mr. Selig many times in the past, without meaningful growth in the tax base, it will become more and more challenging to meet Council budget goals and hold the tax rate.

- b. [Thoughtfully develop and adopt an ordinance that advances efforts to create increased availability of a full range of housing types by April 2025.](#)

Planning: Progress is being made. A revised draft was presented to the Planning Board on September 25, 2024. The Board then scheduled a new public hearing for October 9.

- c. Encourage downtown business development and growth of the tax base and housing opportunities within the commercial core through the application of smart growth principles focusing on planned economic and community development that attempts to curb urban sprawl in a sustainable manner, to include the future of 66 Main St. and the Town-owned Pettee Brook parking lots.

Planning: The Town continues to pursue various options and talk with different developers - Torrington Properties, the owner of Mill Plaza; working to win court the court case for 74 Main Street, the approved mixed-use project at the corner with Pettee Brook; and to explore ways to develop 66 Main Street, including determining the right timing to actively pursue development. A meeting was held between Durham and UNH representatives on 9/30/24 to discuss 66 Main St. There was consensus that it made sense to have UNH include 66 Main St. as part of its RFP process relative to The Edge at West End to see what developers thought in terms of the parcel's potential. UNH also wants to ensure that that The Edge takes into consideration ensuring a healthy downtown Durham. The Housing Task Force has created a committee composed of task force and Planning Board members to explore expanding housing opportunities in the downtown to support the downtown.

- d. Collaborate with UNH on The Edge at West End project to include the development and adoption of a Planned Unit Development (PUD) Zoning Overlay District, evaluation of the long-term buildout for necessary infrastructure supporting Town and UNH economic expansion, and myriad other aspects concerning the initiative including research, public-public-private opportunities, mixed-use, and housing.

Planning: We continue to work with Ken Weston, UNH Campus Architect on the plans. We will submit a proposed Planned Unit Development ordinance to the Planning Board very soon. We have a good draft and are awaiting comments from UNH before presenting the draft.

- e. Look at Federally owned properties in Durham (US Post Office and US Fish & Wildlife) and evaluate whether there is opportunity for redevelopment.

Planning: US Fish and Wildlife property is part of a long-term lease arrangement with UNH. There is not potential there at this time. Admin. Selig has reached out to the USPS. At present they have no plans to change current operations. USPS reps. note the need to retain parking/loading space around the existing building.

- 4. Pursue long-term environmental sustainability and resiliency, taking into account existing and predicted impacts of climate change in multiple areas including drinking water, wastewater, stormwater, agriculture, food, society, transportation, ecology, solid waste, and economy.
 - a. Work toward continued Town-wide reductions in solid waste on a resident generation per pound basis through full implementation of a volume-based collection system.

DPW: Diesel Emissions Reduction Act Grant Funding for EV Solid Waste Vehicles Notice to Proceed received from NHDES, Solid Waste Collection Vehicles and Collection Carts specified, Chapter 118 Solid Waste Ordinance revisions finalized for Town Council review and public hearing. Upon approval of ordinance, Durham Public Works will begin procurement of trucks, carts and public outreach phase.

- b. Support public and active transportation alternatives to the automobile and continue taking steps to address downtown multi-modal options.

DPW: Goal Achieved and Ongoing - Installed 4 Rectangular Rapid Flashing Beacons - Locations: 66 Main Street, Newmarket Road, Church Hill, and the fourth to be installed this week on Dover Road at Young Drive. Reviewed development plans and included requirements for pedestrian connectivity and accommodations in PB site plan approval comments. Continued to prioritize pavement marking and stenciling program with sharrows, crosswalks, etc. Implemented plan for Pedestrian refuge islands on Pettee Brook and Madbury Roads. Currently constructing multi-use path for multi-modal use. Worked with UNH and Tighe and Bond to finalize Pedestrian Safety Study and began to implement recommendations and improvements.

Planning: This is an ongoing effort coordinating with Durham Public Works, the Traffic Safety Committee, enhancing bike paths, creation of sidewalks, and other supportive infrastructure, and the UNH Transportation Policy Committee to enhance bikeways, improve sidewalks, and support transit.

- c. Increase local food production in the short and long-term to support a regional goal of reaching 30% local food consumption for the Northeast.

Theresa Walker, Chair, Agricultural Commission: The Ag Comm's goal is to work with town boards and commissions to increase opportunities for more local food production with the understanding that it will take many years to do so.

Admin: Administrative Assistant Karen Edwards has signed up to receive the briefs from the NH Food Alliance as they seek to create the NH Food and Agriculture Strategic Plan.

- 5. Pursue long-term social resiliency and quality of life in Durham intended to strengthen the community in a welcoming and inclusive manner by supporting the needs of residents, families, and other identified stakeholders by offering a wide array of active and passive parks & recreation and library opportunities, programming, events, facilities, and publicly facing educational information celebrating the rich tapestry of Durham history.
 - a. Strive to be inclusive of all gender options within overall Town operations.

Admin: This remains an ongoing effort across departments including reviewing policies such as providing domestic partner health benefits for same sex couples (under review), gender neutral bathrooms within facilities, etc.

- b. Support the recreational, educational, and social needs of residents through Parks & Recreation, Durham Public Library, and social programming for all ages of life.

Admin: The Durham Public Library and Parks & Rec. both are offering programming and opportunities that accomplish this objective and transcend traditional roles for these departments.

- 6. Continue cooperative and collaborative efforts with UNH to enhance mutual intellectual, cultural, environmental, social, and economic benefits associated with hosting New Hampshire's flagship state university.

- a. Encourage the UNH administration to engage and work with Durham's Administrator in decision making and short & long-term planning that impacts UNH, the Town, local businesses, and local residents.

Admin: We have arranged for President Chilton and Chief of Staff Cronin to meet with the Council at a recent Council meeting and the Council has crafted a list of questions for consideration by President Chilton for discussion at a future meeting. Mr. Selig, Dir. of Planning Michael Behrendt, DPW Director Rich Reine, Town Engineer April Talon, and other reps. From the Town as appropriate interact with UNH on an ongoing basis across all disciplines including master planning, transportation, policing, fire, public safety, roads, water, wastewater, stormwater, and more. President Chilton recently hosted Councilors at a UNH home football game for a purely social encounter.

- b. Encourage UNH to actively advertise and solicit Durham resident awareness of and participation in athletic, cultural, social, health/fitness, recreation, and educational opportunities on campus.

Admin: This item is a work in progress though we endeavor to include opportunities for residents on campus as part of the weekly Friday Updates.

- c. Endeavor to establish Durham as an epicenter of off campus volunteerism and research by UNH students/faculty/staff.

Admin: This item is a work in progress through many connections/opportunities exist to include the UNH Sustainability Fellow program, UNH class review of EV at the Police Department, UNH ongoing graduate research at the Spruce Hole kettle bog, UNH students who work with the parking enforcement division at DPD, continued shoreline stabilization at Wagon Hill Farm let by UNH scientists, etc.

7. Leverage Town committees and subcommittees to develop tactical plans to align with the broader goals of the Council and encourage them to collaborate with each other and communicate as necessary with the community at large.

- a. Encourage all Town committees, boards, commissions, and departments to:
 - i. Become familiar with and develop programming/action steps, as appropriate, to prompt widespread community involvement in implementing Durham's Climate Action Plan;

Admin: The Climate Action Plan is currently under development for the next five-year period. Boards and Committees have been surveyed to obtain suggestions for areas to include.

- ii. Work toward supporting the development of a full range of housing types (workforce, seniors, missing middle) enabling a larger portion of Durham's workforce to live in town;

Planning: This is an ongoing effort of the Housing Task Force.

iii. Support an expanded and vibrant downtown business mix;

Planning: We work to support existing and new downtown businesses in any way that we can, including making the review process as easy as possible.

iv. Adopt a complete streets approach to transportation planning.

DPW: Goal Achieved and Ongoing - Implemented for Roadway and Sidewalk Improvement Projects including Madbury and Dennison Roads, Implemented ADA improvements with the installation and reconstruction of 12 ADA compliant curb ramps.

Planning: The complete streets approach is the guiding method for all transportation planning through the Planning Department.

- b. Periodically highlight the contributions of local elected and appointed officials serving on local committees to give praise and increase the attractiveness of civic participation.

Admin: Not yet being done. Time has not allowed. Will be a focus in the next quarter.



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: #12
DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Durham Town Council

AGENDA ITEM: APPROVE THE TOWN COUNCIL MEETING MINUTES FOR OCTOBER 7, 2024.

CC PREPARED BY: Karen Edwards, Administrative Assistant

PRESENTED BY: Todd Selig, Administrator

AGENDA DESCRIPTION:

Attached for the Council's review and approval are the minutes for the meeting held on October 7, 2024. Please call or email Karen Edwards with any grammatical/spelling changes prior to the meeting. Discussion at Monday evening's meeting should be limited only to substantive changes.

LEGAL AUTHORITY:

RSA 91-A:2 (II) specifies what must be contained in minutes of public meetings:

"Minutes of all such meetings, including names of members, persons appearing before the bodies or agencies, and a brief description of the subject matter discussed and final decisions, shall be promptly recorded and open to public inspection not more than 5 business days after the public meeting, except as provided in RSA 91-A:6, and shall be treated as permanent records of anybody or agency, or any subordinate body thereof, without exception."

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

N/A

SUGGESTED ACTION OR RECOMMENDATIONS:

MOTION #1:

The Durham Town Council does hereby approve the Town Council meeting minutes for October 7, 2024 (as presented /as amended).



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#14B** TS

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Human Rights Commission

AGENDA ITEM: DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION #2024-24 AMENDING RESOLUTION #2013-14 TO CHANGE THE MEMBERSHIP COMPOSITION ON THE HUMAN RIGHTS COMMISSION TO BE AS FOLLOWS – FIVE (5) CITIZENS WHO ARE RESIDENTS OF DURHAM, ONE (1) COUNCIL REPRESENTATIVE WITH A ONE-YEAR TERM AS AN ADVISORY, NON-VOTING MEMBER, AND THE ADMINISTRATOR AS AN ADVISORY, NON-VOTING MEMBER.

CC PREPARED BY: Karen Edwards, Administrative Assistant

PRESENTED BY: Sally Needell, Councilor

AGENDA DESCRIPTION:

The Human Rights Commission's role has grown, and it often has an advisory role for the Town Council. Decisions by the HRC can involve actions that require the Town Council Chair, the Administrator, and the Business Manager to be part of advising the Town Council. These decisions may create a situation that requires the chair and administrator to take a position that may later be in conflict with their advice and decision making at a future Town Council meeting. To eliminate this conflict, the Human Rights Commission would like to change its By-Laws to allow the Council Representative and Town Administrator to be advisory, non-voting members. In order to offset the removal of these voting members, the commission would like to increase its membership to include 5 Durham residents.

The Human Rights Commission discussed these changes at their October 8, 2024 meeting and were unanimously in favor of the change.

LEGAL AUTHORITY:

N/A

LEGAL OPINION:

N/A

FINANCIAL DETAILS:

N/A

SUGGESTED ACTION OR RECOMMENDATIONS:

MOTION:

The Durham Town Council does hereby Adopt Resolution #2024-24 Amending Resolution #2013-14 to Change the Membership Composition on the Human Rights Commission to be as follows - Five (5) citizens who are residents of Durham, One (1) Council Representative with a one-year term as an Advisory, Non-Voting Member, and the Administrator as an Advisory, Non-Voting Member.

RESOLUTION #2024-24 OF DURHAM, NEW HAMPSHIRE

AMENDING RESOLUTION #2013-14 TO CHANGE THE MEMBERSHIP COMPOSITION ON THE HUMAN RIGHTS COMMISSION TO BE AS FOLLOWS – FIVE (5) CITIZENS WHO ARE RESIDENTS OF DURHAM, ONE (1) COUNCIL REPRESENTATIVE WITH A ONE-YEAR TERM AS AN ADVISORY, NON-VOTING MEMBER, AND THE ADMINISTRATOR AS AN ADVISORY, NON-VOTING MEMBER.

WHEREAS, on June 3, 2013, the Durham Town Council adopted Resolution #2013-14 supporting the equality of all individuals to obtain employment, access to all places of public accommodation, and to obtain housing, without regard to actual or perceived sexual orientation, gender identity, or gender expression; and

WHEREAS, Resolution #2013-14 also established a Durham Human Rights Commission consisting of the Council Chair, Administrator, and Business Manager with the Administrator serving as the designated liaison between the Town and the LGBT community; and

WHEREAS, on June 17, 2017, the Durham Human Rights Commission adopted bylaws outlining the Commission's purpose (affirmed by the Town Council)

WHEREAS, Resolution #2017-26 adopted at the October 2, 2017, Town Council meeting, increased the number of members from three (3) to five (5) by adding two citizens who are residents of Durham;

WHEREAS, Resolution #2023-02 adopted at the February 6, 2023 Town Council meeting, increased the number of members from five (5) to seven (7) by adding two additional citizens who are residents of Durham and established 3-year staggering term limits for the citizen members;

WHEREAS, the Human Rights Commission's role has grown, and it often has an advisory role for the Town Council; and

WHEREAS, at times the Human Rights Commission makes decisions that places the Administrator and Council Representative in conflict with their advice and decision making at a future Town Council meeting; and

WHEREAS, the Business Manager is no longer a necessary member of the Commission;

NOW, THEREFORE BE IT RESOLVED that the Durham Town Council, the governing body of the Town of Durham, New Hampshire does hereby adopt **Resolution #2024-24** amending Resolution #2013-14 to change the Membership Composition on the Human Rights Commission to be as follows - Five (5) citizens who are residents of Durham, One (1) Council Representative with a one-year term as an Advisory, Non-Voting Member, and the Administrator as an Advisory, Non-Voting Member. For the purposes of the Right-to-Know law, a quorum of the HRC shall consist of three (3) voting members.

PASSED AND ADOPTED this 21st day of October, 2024 by a majority vote of the Durham Town Council with ___ affirmative votes, ___ negative votes, and abstentions.

Sally Needell, Chair
Durham Town Council

ATTEST:

Rachel Deane, Town Clerk-Tax Collector

Human Rights Commission for the Town of Durham, New Hampshire
Bylaws
Adopted on June 17, 2013,
Amended on November 26, 2018, ~~and~~ January 19, 2024 and October 21, 2024

Establishment and Authority

The Commission was established on June 3, 2013 pursuant to Town Council Resolution 2013-14 and Section 11.1.G of the Town Charter. The composition of the commission was subsequently expanded pursuant to Council Resolution #2017-26 dated October 2, 2017.

The Durham Human Rights Commission is an advisory board of the Town of Durham.

Membership

~~The Commission shall be comprised of seven members: The Chairman of the Town Council, the Administrator of the Town, and Durham's Business Manager, and four citizens who are residents of Durham.~~

The Commission shall be composed of five citizens who are residents of Durham, one Council representative with a one-year term as an advisory, non-voting member, and the Town Administrator as an advisory, non-voting member.

Meeting Schedule

The Commission shall hold meetings on an as needed basis but at least annually, and within 10 days of receipt of an expression of concern regarding Human Rights issues.

Rules of Procedure

The Town Council Chair shall serve as chair of the Durham Human Rights Commission. It shall utilize Robert's Rules of Order as its rules of procedure. All activities of the Human Rights Commission shall be subject to the New Hampshire Right to Know Law, RSA 91-A.

Purpose

The purpose of the Commission is to take steps to ensure the rights of every resident, visitor and employee of the Town of Durham or Durham business, and to counter prejudice and eliminate discrimination without distinction of any kind, such as race, color, creed, religion, national or social origin, ancestry, gender or sexual orientation, marital/relationship status, disability, or other health status, political opinion or association with members of such classes. All Durham residents

have equal rights to economic, political and educational opportunity; to equal accommodations in all business establishments in the Town; and to equal service and protection by public agencies. The commission aims to provide advice and assistance to the officers, agencies, boards, departments, and employees of the Town regarding human rights issues. The commission encourages private persons and groups to promote and provide equal opportunity, safe environments and good will toward all people.

Liaison/Point of Contact for Concerns

The Administrator for the Town of Durham shall serve as the designated liaison between the Town and any individual, group, or organization that feels an issue should be brought to the attention of the Commission regarding Human Rights.

Adopted by the Durham Human Rights Commission on June 17, 2013 and amended on November 26, 2018, ~~and~~ January 19, 2024 ~~and~~ [October 21, 2024](#).

Sally Needell
Todd Selig
Gail Jablonski
Richard Belshaw
Janet Perkins-Howland
Deborah Hirsch Mayer
Kathy Collins



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#14C** *TS*

DATE: October 21, 2024

COUNCIL COMMUNICATION

INITIATED BY: Planning Board

AGENDA ITEM: PRESENTATION & FIRST READING ON ORDINANCE #2024-09 AMENDING CHAPTER 175 "ZONING," ARTICLE II, "DEFINITIONS," ARTICLE XII.1, "USE AND DIMENSIONAL STANDARDS," ARTICLE XVIII, "PERSONAL WIRELESS SERVICE FACILITIES OVERLAY DISTRICT," ARTICLE XIX, "CONSERVATION SUBDIVISIONS," AND THE ZONING MAP; AND ADDING A NEW ARTICLE XVIII.1, "WORKFORCE HOUSING OVERLAY DISTRICT." A PUBLIC HEARING CAN BE SET FOR MONDAY, NOVEMBER 4, 2024.

CC PREPARED BY: Michael Behrendt, Town Planner

PRESENTED BY: Michael Behrendt, Town Planner

AGENDA DESCRIPTION:

The proposed ordinance was originally developed by the Housing Task Force working with the Town Planner. That earlier version was presented to the Planning Board for which a public hearing was held on November 30, 2022. There was a negative response to various aspects of the proposal including a suggestion that the ordinance be written as an overlay district.

The Planning Board worked on the proposal for many months and presented a new version with an overlay district for public hearing on August 14 and August 28, 2024. Numerous comments were received. The board revised the proposal further after much discussion and placed a revised version for public hearing on October 9. Following the hearing the board made a few minor changes and then voted to formally initiate the

amendment. The vote was 4-2 with Paul Rasmussen, Sally Tobias, Peyton McManus, and Erika Naumann Gaillat voting in favor and Em Friedrichs and Tom DeCapo voting against.

**Please see the attached Frequently Asked Questions (FAQs) which addresses numerous issues related to the proposal. Also see the Planning Board website here which contains numerous documents and comments related to the amendment:*
https://www.ci.durham.nh.us/boc_planning/workforce-housing-overlay-district.

LEGAL AUTHORITY:

RSA 674:16, RSA 674:21, RSA 674:58-61 and Section 175-14 of the Durham Zoning Ordinance

LEGAL OPINION: The Town Attorney reviewed an earlier draft of the proposal. The revised ordinance will be forwarded to her for review.

FINANCIAL DETAILS: One or more projects could have a fiscal impact though it is difficult to try to project what the impact might be.

SUGGESTED ACTION OR RECOMMENDATIONS:

MOTION:

The Durham Town Council does hereby approve on First Reading Ordinance #2024-09 Amending Chapter 175 “Zoning,” Article II, “Definitions,” Article XII.1, “Use and Dimensional Standards,” Article XVIII, “Personal Wireless Service Facilities Overlay District,” Article XIX, “Conservation Subdivisions,” and the Zoning Map; and adding a new Article XVIII.1, “Workforce Housing Overlay District.” A public hearing is set for Monday, November 4, 2024.



PLANNING DEPARTMENT

Town of Durham

8 Newmarket Road

Durham, NH 03824-2898

Phone (603) 868-8064

www.ci.durham.nh.us

FREQUENTLY ASKED QUESTIONS (FAQ's)

PROPOSED WORKFORCE HOUSING OVERLAY DISTRICT

October 11, 2024

What is the purpose of this proposed ordinance?

The purpose of the proposed ordinance is to encourage the private market to build a meaningful number of new affordable/workforce housing units in Durham.

What does affordable housing mean? What is workforce housing?

Affordable housing is rental housing or owner-occupied housing where the occupant is paying no more than 30% of their gross income on housing costs, including the rent and utilities or the mortgage, property tax, and housing insurance.

Affordable housing has a broader meaning as well. It refers to housing, usually rental housing, that a person or household of moderate means can afford to rent without paying a burdensome percentage of their income.

Workforce housing under the state of New Hampshire definition refers to rental housing that is affordable to a household with an income not exceeding 60 percent of the median income for a 3-person household in the Seacoast region and housing intended for sale that is affordable to a household with an income not exceeding 100 percent of the median income for a 4-person household in the Seacoast region. Clearly, this is a confusing metric so in the Workforce Housing Overlay District we use HUD Fair Market Rent as the metric, below.

Workforce housing has a broader meaning as well. It refers to housing, more commonly rental housing, that is intended to be occupied (though it is rarely so restricted by law) by persons who are employed in occupations with moderate incomes and who provide fundamental services to residents in a community, including teachers, nurses, firefighters, police officers, health care workers, retail workers, etc.

As a practical matter, *affordable housing*, *workforce housing*, and a term currently in vogue, *attainable housing*, are all fairly interchangeable in meaning.

Is there really a need for more housing in Durham?

That depends on one's perspective. There is certainly a great shortage of housing (and affordable housing, in particular) in New Hampshire and across the country. There are numerous reasons for this shortage, but essentially the cost of producing housing has been rising much faster than incomes for middle- and lower-income people over many years.

Some people have stated that every town, including Durham, has a moral obligation to allow more housing, including accommodating our "fair share" of growth given that we are part of the larger Seacoast community.

Durham has experienced slow growth for many years. Some argue that we need more residents to make Durham a more interesting and vibrant community and to help pay for the significant infrastructure that the community has added in recent years or may add in coming years (the new Town Hall, the new library, expanded police station, prospective future Fire Station etc.). New residents can also support the downtown.

Many residents and potential residents have expressed frustration that there are few options, and fewer yet affordable options, for people to live in Durham or relocate within Durham. To a large degree, housing in Durham consists of multi-unit student housing (off campus), senior housing in both expensive market and subsidized developments, and single-family houses that have been rising in value so that they are no longer affordable to people with moderate incomes.

Hasn't Durham already contributed its fair share with over 2,000 new student housing beds created in recent years?

There are various legal requirements for a community to accommodate housing. It is a complicated determination whether or not any given city or town meets the requirements. Nonetheless, the Town Administrator, the Town Planner and other Town officials have stated unequivocally that they believe Durham is in compliance with state law, due in large part to the many new student beds that have been built in private student housing projects over the last 15 years or so.

Thus, arguably, the impetus to build housing is for reasons other than compliance with the law. At any rate, if Durham were ever to be challenged in court, establishing these kinds of initiatives only bolsters our stated position that we are now in compliance.

How many housing units are needed in Durham?

A recent Housing Needs Assessment conducted for the Town of Durham by RKG Associates concluded that the town should add 455 housing units by 2040 not counting housing for students.

This is a debatable point as well. There are various perspectives for what "need" means for any given community.

What kinds of housing do housing advocates say is needed?

Many housing advocates state that there are three general goals:

- Increasing the overall number of housing units (independent of cost or type of units);
- Creating affordable housing units; and
- Building a wider range of housing types (See Missing Middle below)

Won't this proposal result in countless new housing units?

No. It is very difficult to develop affordable housing, especially under the proposed ordinance that requires that virtually all units be relatively affordable. Few developers have the skills to do these projects. But some do. The high density is needed to make such a project financially viable.

There are a limited number of appropriate lots in the subject area. We could adopt the ordinance and find that no projects come forward. If one large project is developed and the community is dissatisfied with the results then the Planning Board and Town Council could certainly amend the ordinance or even abolish the ordinance in the future.

Will this proposal create a housing ghetto?

No. There is a huge need for housing. We will most likely see all sorts of people applying to live in a project – singles including young professionals, couples, retired people (some downsizing from large houses in Durham), some undergraduate students, graduate students, families, etc. The relative affordability of the units will be attractive to many people and there is no income means test.

Most new residential developments in general and in Durham are fairly homogeneous – whether built as student housing, senior housing, or single-family subdivisions. The kind of project envisioned is potentially significantly more diverse than conventional projects.

Why are single-family houses on their own lots not allowed under this proposal? Isn't home ownership the path to the middle class? And why only rental housing and no sale of condominiums?

This ordinance is oriented toward rental housing. The goal is to create a meaningful number of units. It is far easier to achieve density with rental multi-unit housing. In addition, less land is taken up than in subdividing land for single family housing.

Yes, facilitating home ownership offers benefits for people of moderate means but that is not part of this ordinance. No ordinance can accomplish all of the nice things that we would like to do. Plus, even if we included single-family housing, we would place a limited equity provision on the sale of units in order to keep the units affordable in perpetuity. As such, no individual would receive a windfall significantly improving their economic status.

We do have a conservation subdivision ordinance now in place which is based on single family housing and provides a density bonus for affordable housing (though that provision has never been used). If creating affordable single-family housing for purchase is desired then it should be accomplished through this existing ordinance, especially if the allowed density is increased (from a minimum now of almost 3-1/2 acres of land needed for each lot or unit).

Does one have to qualify by income?

No. These units could be rented by anybody, even a wealthy person. The ordinance functions to create affordable housing units (not necessarily to provide units exclusively for people with low or moderate incomes). Many of the units will hopefully be rented by people of moderate means who have fewer options. One advantage of not having a means test is that there will be more diversity in the project. The Planning Board evaluated in depth whether to include a means test and it would add substantial complications to the ordinance and is simply not worth doing. Neither the Town nor a likely developer would have the resources to conduct ongoing means tests. Public housing authorities, on the other hand, are set up for this kind of evaluation. Landlords want to confirm that applicants have the minimum income to pay for rent. A means test would require that landlords confirm that applicants have the maximum income allowed. This would require submission of more extensive private financial information (such as tax returns) and still not ensure that there is other income not being revealed. In addition, would an existing tenant be evicted if their income rises later on or has another person move in with them? It is very unlikely that any project would be dominated by affluent residents. People with choices will look at other higher-end housing opportunities, including housing for purchase.

How long will the units remain affordable?

The units will remain affordable in perpetuity. The maximum rent on every unit is set based on the HUD Fair Market Rent levels. The Town will likely require an annual reporting to ensure compliance. The recording would likely be fairly simple and not be burdensome. Some ordinances require units to remain affordable for a limited period of time, such as 30 years. If a condition of a project is beneficial when the project is initiated, the condition generally should continue indefinitely. It is very unlikely that there will no longer be a need for affordable housing in 50 years. And the Town can always amend requirements later for good cause.

Why not create an inclusionary housing ordinance instead where only a small percentage of units are affordable with most being available at market levels?

A decent amount of affordable housing units are created in cities like Boston through inclusionary housing laws where there must be a percentage (such as 10% or 20%) of affordable units created along with market units in any given development. We have had so little residential development in Durham other than student and senior housing that virtually no units could be created through this approach. There have been only two subdivisions with more than three house lots created in the past 12 years.

Is this proposal specifically oriented towards low-income housing and Section 8 housing?

No. The ordinance includes a provision that the developer/owner must be willing to rent units to people with Section 8 vouchers (but not that such applicants be given any priority). Section 8 vouchers pay a little less than market rent in many cases and many landlords refuse to rent to people on Section 8 for whatever reason. They can do so legally. We would not anticipate a large number of Section 8 tenants as any project should be attractive to a broad range of potential renters.

What is HUD Fair Market Rent?

HUD sets a “Fair Market Rent” level which it uses for certain HUD programs in each region. The rent level is based on bedroom size, and it is adjusted annually. These rent levels are actually higher than one might expect. This makes the units a little pricey, but they are still more affordable than market units. The higher rents will support the viability of a project and attract some people with higher incomes (and accomplish some diversity in the population).

What is missing middle housing?

Since World War II we have built predominantly two types of housing – single family houses and large apartment buildings and complexes. Traditionally, we created much more interesting walkable neighborhoods with a mix of housing types including duplexes, triplexes, triple deckers, rowhouses, cottage courts, small courtyard apartments, apartments over stores (Durham has lots of these), and accessory dwelling units (We have lots of these). These types of units were generally more affordable than single family houses and much more pleasant than units in large apartments. They fit in between the small individual single-family houses and large apartments, hence, “missing middle housing.”

Isn't the allowed density very high?

The allowed density is quite high but 60% of the gross parcel will be in permanent open space and there should be significant buffers from roads and abutters. We would not anticipate any project being very visible unlike Riverwoods, for example. It is often difficult to build to maximum allowed density, especially for smaller lots, given this open space requirement and the need to accommodate parking, stormwater management, and utilities.

Why is a maximum of 200 units allowed? This seems so high.

We thought it useful to include a maximum size for any one project should a development occur on a very large parcel that could accommodate lots of units. This is a *maximum*. One could potentially build to this amount probably only on one property in the overlay district.

Why are the lots along Dover Road/Route 108 included? This is an important gateway for Durham.

Zoning standards require that districts be drawn with a fairly broad brush without special consideration for individual lots (except in certain cases more surgical delineation is justified). Excluding smaller lots along Dover Road would be impermissible spot zoning. The proposal should not have any adverse impact on this gateway given that many of the lots fronting on Dover Road are already built upon or are too small to accommodate workforce housing under the ordinance. There are also setback and buffer requirements in the proposal.

What impact will the ordinance have upon Agricultural Resources?

Some areas included in the overlay district include high value agricultural soils. Unfortunately, given the cost of land in Durham, it would be challenging for a farmer to purchase these lands in any case. With the requirement to preserve 60% of the open space in the proposed ordinance, including the most sensitive lands, there is a potential for significant areas to be set aside for potential agricultural use.

What impact will this proposal have on the Oyster River School District?

This is a legitimate concern, of course. Dr. James Morse, the former Oyster River School Superintendent, spoke with the Planning Board in depth about this issue. He felt quite confident that the likely amount of pupil generation would be manageable. Dr. Morse also emphasized how challenging it is to hire teachers in the school district given the unavailability of affordable housing, noting that this proposed ordinance could be helpful in that regard.

There are different situations with capacity at the elementary schools, the middle school, and the high school. Most likely, new students will be spread somewhat across grades. Any large project will likely be phased in over a number of years making absorption in the schools easier.

Could any development be dominated by undergraduate students?

That is quite unlikely for several reasons:

- Enrollment at UNH is flat for the foreseeable future.
- We have added several thousand new beds off campus in recent years.
- Students prefer to live closer to campus and the areas included in the overlay district are somewhat further out.
- There is a set rent for each unit so the property owner won't have an incentive to rent by the bed.
- Frequently, parents cosign for their children in student housing, but no third-party guarantors are allowed under the ordinance.
- The units will be rented to a wide range of people who would not tolerate obtrusive behavior.

Can we build more housing and also protect open space?

Yes. Any subdivisions in Durham creating more than three lots must be developed as conservation subdivisions where a substantial amount of land must be permanently protected (at least 50% of the gross parcel in most residential areas). Any lot developed under the Workforce Housing Overlay District must conserve at least 60% of the gross parcel. As part of any project review the Planning Board will determine which land is to be protected, to include the most sensitive and valuable natural and cultural resources on the parcel.

Durham has a tremendous amount of open space including conservation lands owned by the Town of Durham; land owned by UNH (some of which, like College Woods, are not necessarily permanently protected); conservation lands owned in fee or covered by easements owned by nonprofit organizations including The Nature Conservancy, the Southeast Land Trust, and New Hampshire Audubon; several parcels owned by the state (some may not be permanently protected); and a handful of parcels connected with conservation subdivisions.

Why is this district being created in outlying areas rather than in the core downtown? Isn't that sprawl?

There are not many significant developable parcels in close-in areas. We would like to enhance housing opportunities in the core areas but that will not be accomplished with an ordinance like this. We will need a more surgical approach, perhaps allowing for infill development, duplexes here, taller buildings there, a small rowhouse over there, etc. The Housing Task Force has created a committee to explore creating another ordinance to bring more housing into these areas.

If we are going to create housing it must happen where the land is. We do have Town water and sewer in these areas covered in the ordinance. The proposed district is readily accessible to the core and is situated on major roads. Most everybody has a car these days so it is simply unrealistic to think that we can create a significant housing development in Durham for nonstudents where people will not have cars. Considering that many people commute from places as far away as Farmington, a local project could have a positive impact in reducing our carbon footprint.

Adopting this ordinance simply creates too much of a risk for Durham.

What exactly is the risk to the community from this proposal? The Housing Task Force and Planning Board have spent countless hours crafting, deliberating, and refining the ordinance to address myriad potential concerns. Again, there is a real possibility that no project will be developed once the ordinance is adopted given the difficulty of building affordable housing and the small number of parcels in the overlay district that could realistically accommodate a project. There are numerous provisions in the ordinance providing protections and any proposal would be reviewed through a rigorous site plan review with substantial public input.

ORDINANCE #2024-09 OF DURHAM, NEW HAMPSHIRE

AMENDING CHAPTER 175 “ZONING,” ARTICLE II, “DEFINITIONS,” ARTICLE XII.1, “USE AND DIMENSIONAL STANDARDS,” ARTICLE XVIII, “PERSONAL WIRELESS SERVICE FACILITIES OVERLAY DISTRICT,” ARTICLE XIX, “CONSERVATION SUBDIVISIONS,” AND THE ZONING MAP; AND ADDING A NEW ARTICLE XVIII.1, “WORKFORCE HOUSING OVERLAY DISTRICT.”

WHEREAS, RSA 674:17 is the statute establishing the purpose of zoning ordinances and RSA 674:21 allows for the adoption of innovative land uses; and

WHEREAS, RSA 58-61 promotes the establishment of Workforce Housing; and

WHEREAS, there is a significant shortage of affordable and workforce housing in the United States, New Hampshire, and Strafford County; and

WHEREAS, the Durham Housing Task Force and Durham Planning Board spent countless hours developing, modifying, and refining the proposed Workforce Housing Overlay District over the course of two years; and

WHEREAS, the proposed ordinance is carefully crafted to generate an optimal number of affordable and workforce housing units, recognizing that it is far easier to achieve density and affordability and to maintain permanent affordability with rental units rather than single-family houses and condominiums offered for sale; and

WHEREAS, the proposed ordinance is crafted to appeal to a broad range of moderate-income persons and households along with others who would be interested in living in Durham; and

WHEREAS, the community of Durham recognizes the innumerable benefits to the region and to the community of encouraging the creation of affordable and workforce housing; and

WHEREAS, the Frequently Asked Questions (FAQ’s) document that is included with this proposed ordinance addresses many questions related to this proposed ordinance; and

WHEREAS, the Planning Board held public hearings on prior drafts and one public hearing on this final draft, incorporating comments as appropriate and formally voted to initiate this zoning amendment; and

WHEREAS, the Durham Planning Board held a public hearing and duly voted to initiate this amendment.

NOW, THEREFORE BE IT RESOLVED that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire does hereby adopt **Ordinance #2024-09** and does hereby amend the following sections of the Code. Wording to be deleted is annotated with ~~strikethrough~~ type. New wording is annotated with underlining. *[Nonsubstantive notes only are shown like this.]*

ARTICLE II - DEFINITIONS

❖ Add the following new definitions, in alphabetical order, in Article II. DEFINITIONS.

MISSING MIDDLE HOUSING – Types of housing that are intended to fill the gap in types of residential dwellings between single family houses (on their own lots) on one end and large apartment buildings and complexes on the other end. Missing middle housing includes duplexes, triplexes, triple deckers, quadraplexes, townhouses, rowhouses, single dwelling units not located on their own lot, tiny houses, cottage/bungalow courts, small courtyard apartment buildings, accessory dwelling units, and apartments over stores.

WORKFORCE HOUSING – Housing which is designed to provide a broad range of living options, including a variety of dwelling types at affordable prices, that meet the needs of families and individuals representing New Hampshire’s diverse workforce. Workforce housing is also intended to accommodate those of moderate means who are not currently employed.

ARTICLE XII.1 – USE AND DIMENSIONAL STANDARDS

❖ Add the column shown below for Workforce Housing Overlay District (WHOD) as a new column at the far right of Table 175-54 – Table of Dimensions:

STANDARD	ZONING DISTRICTS													
	Residence A (RA)	Residence B (RB)	Residence C (RC)	Rural (R)	Central Business (CB)	Professional Office (PO)	Church Hill (CH)	Courthouse (C)	Coe' s Corner (CC)	OR-Route 108 (OR)	Mixed Use and Office Res. (MUDOR)	Office, Research Light Ind. (ORLI)	Durham Business Park (DBP)	Workforce Housing Overlay District (WHOD)
Minimum Lot Size in Square Feet - Single-Family Residence (that is not part of a Conservation Subdivision) - Multiunit Housing - Allowed Nonresidential Use - Any Other Allowed Use	20,000 NA 20,000 20,000	40,000 NA 40,000 40,000	150,000 NA 150,000 150,000	150,000 NA 150,000 150,000	NA 5,000 5,000 5,000	10,000 10,000 10,000 10,000	5,000 5,000 5,000 5,000	5,000 5,000 5,000 5,000	30,000 30,000 30,000 30,000	40,000 80,000 80,000 80,000	40,000 40,000 40,000 40,000	150,000 150,000 150,000 150,000	40,000 40,000 40,000 40,000	NA 5,000 5,000 5,000
Minimum Lot Area Per Dwelling Unit³ in Square Feet	20,000	40,000	150,000 ²	150,000 ²	NA	3,000	4,200	4,200	4,200	4,200	40,000	150,000	20,000	<i>4,200 (The density bonus under footnote³ does not apply in the WHOD)</i>
Minimum Usable Area Per Dwelling Unit in a	20,000	40,000	150,000	150,000	1,200	3,000	4,200	4,200	4,200	4,200	40,000	150,000	NA	NA

STANDARD	ZONING DISTRICTS													
	Residence A (RA)	Residence B (RB)	Residence C (RC)	Rural (R)	Central Business (CB)	Professional Office (PO)	Church Hill (CH)	Courthouse (C)	Coe' s Corner (CC)	OR-Route 108 (OR)	Mixed Use and Office Res. (MUDOR)	Office, Research Light Ind. (ORLI)	Durham Business Park (DBP)	Workforce Housing Overlay District (WHOD)
Conservation Subdivision³ in Square Feet														
Minimum Lot Frontage in Feet - Minor Street - Collector Street - Arterial Street	100	150	300	300	50	100	50	50	100			150	150	<u>50</u>
										50	100			
										100	100			
										200	200			
Minimum Front Setback in Feet - Minor Street ¹ - Collector Street - Arterial Street	30	30	30	30	None - except per Note 5	30	15	15	30	50	30	30	30	<u>50</u>
	30	30	30	30		30	15	15	30	50	30	30	30	<u>50</u>
	40	40	40	40		50	15	15	50	See Note 6	100	50	50	<u>50</u>

STANDARD	ZONING DISTRICTS													
	Residence A (RA)	Residence B (RB)	Residence C (RC)	Rural (R)	Central Business (CB)	Professional Office (PO)	Church Hill (CH)	Courthouse (C)	Coe' s Corner (CC)	OR-Route 108 (OR)	Mixed Use and Office Res. (MUDOR)	Office, Research Light Ind. (ORLI)	Durham Business Park (DBP)	Workforce Housing Overlay District (WHOD)
Maximum Front Setback in Feet	NA	NA	NA	NA	See Note 5	NA	NA	25	NA	NA	NA	NA	NA	NA
Minimum Side Setback ⁴ in Feet	10	20	50	50	NA	15	5	10	15	25	20	20	20	25
Minimum Rear Setback ⁴ in Feet	20	30	50	50	NA	20	15	15	20	25	20	20	20	25
Minimum Shoreland Shorefrontage in Feet	200	200	200	200										NA
Maximum Permitted Building Height in Feet	30	30	30	30	30	30	30	30	30	50	40	40	40	NA – See WHOD ordinance
Maximum Permitted Building Height in Feet by Special Exception in the Four Residential Zones	35	35	35	35	60 See Note 7	35	35	35	35	75	50	50	50	NA – See WHOD ordinance

STANDARD	ZONING DISTRICTS													
	Residence A (RA)	Residence B (RB)	Residence C (RC)	Rural (R)	Central Business (CB)	Professional Office (PO)	Church Hill (CH)	Courthouse (C)	Coe' s Corner (CC)	OR-Route 108 (OR)	Mixed Use and Office Res. (MUDOR)	Office, Research Light Ind. (ORLI.)	Durham Business Park (DBP)	Workforce Housing Overlay District (WHOD)
and by Conditional Use in Other Zones.														
Maximum Impervious Surface Ratio	33%	30%	20%	20%	100%	50%	80%	80%	30%	50 %	50%	50%	50%	50%

- ❖ Add the new text as follows:

175-57. Special Situations Affecting Dimensions.

A. Density.

1. Density for senior residential uses and workforce housing. In determining the maximum density for Senior Housing, Senior care Facilities, ~~and~~ Nursing Homes, and Workforce Housing (as defined under RSA 674:58 IV.) the following provisions shall apply to the entire development:
 - a dwelling unit containing one bedroom or a studio unit without a separate bedroom shall count as 0.33 dwelling units for the purpose of the density calculation
 - a dwelling unit containing two or more bedrooms shall count as 0.50 dwelling units for the purpose of the density calculation
 - four (4) beds or accommodations for four (4) residents in those facilities that do not provide dwelling units shall count as one (1) dwelling unit for the purpose of the density calculation

ARTICLE XVIII – PERSONAL WIRELESS SERVICE FACILITIES OVERLAY DISTRICT

[Note only: These changes to Article XVIII are nonsubstantive formatting changes only to enhance the overall numbering of the ordinance.]

175-99. Purpose and ~~Intent~~ Applicability

- A. It is the express purpose of this Article to permit carriers to locate personal wireless service facilities within particular areas of the Town of Durham consistent with appropriate land use regulations that will ensure compatibility with the visual and environmental features of the Town. Compatibility with the visual features of Durham is measured based on the change in community scale and character in relation to the height, mass, materials, contrasts, or proportion within the surroundings of a proposed personal wireless service facility. This Article enables the review of the locating and siting of personal wireless service facilities by the Town of Durham so as to eliminate or mitigate the visual and environmental impacts of personal wireless service facilities. This Article is structured to encourage carriers to locate on existing buildings and structures whenever possible. New ground mounted personal wireless facilities are permitted, but only when the use of existing structures and buildings are found to be infeasible. Co-location is encouraged for all personal wireless service facility applications and the review of a personal wireless facility shall be on the basis of the site being built using all positions on the mount. The Town of Durham encourages the location of personal wireless service facilities (PWSF) in non-residential areas.

~~175-100. —Applicability.~~

- B. The terms of this Article and the Site Plan Review Regulations shall apply to personal wireless service facilities proposed to be located on property owned by the Town of Durham, on privately owned property, and on property that is owned by any other governmental entity that acts in its proprietary capacity to lease such property to a carrier

Renumber the remaining sections as 175-100 to 175-05

.....

175-106 5. Abandonment or Discontinuation of Use.

- A. **Notification** - At such time that a carrier plans to abandon or discontinue operation of a personal wireless service facility, such carrier will notify the Town by certified U.S. mail of the proposed date of abandonment or discontinuation of operations. Such notice shall be given no less than thirty (30) days prior to abandonment or discontinuation of operations. In the event that a carrier fails to give such notice, the personal wireless service facility shall be considered abandoned upon such discontinuation of operations.
- B. **Removal** - Upon abandonment or discontinuation of use, the owner of the facility shall physically remove the personal wireless service facility within ninety (90) days from the date of abandonment or discontinuation of use. "Physically remove" shall include, but not be limited to:
 - 1. Removal of antennas, mount, equipment shelters and security barriers from the subject property.
 - 2. Proper disposal of the waste materials from the site in accordance with local and state solid waste disposal regulations.
 - 3. Restoring the location of the personal wireless service facility to its natural condition, except that any landscaping and grading shall remain in the after-condition.
- C. **Failure to Remove** - If the owner of the facility does not remove the facility upon the Zoning Administrator's order, then the Town Council shall, after holding a public hearing with notice to the owner and abutters, issue a declaration of abandonment. The owner of the facility shall dismantle and remove the facility within ninety (90) days of receipt of the declaration of abandonment by the Town Council. If the abandoned facility is not removed within ninety (90) days, the Town may execute the security to pay for this action.

ARTICLE XVIII.1 - WORKFORCE HOUSING OVERLAY DISTRICT

- ❖ Add the following new article to the body of the ordinance including a listing in the Table of Contents.

ARTICLE XVIII.1 WORKFORCE HOUSING OVERLAY DISTRICT

175-106 Workforce Housing Overlay District (WHOD)

The following provisions apply to the Workforce Housing Overlay District.

A. Purpose of the Workforce Housing Overlay District. This overlay district is intended to:

- 1. provide reasonable and realistic opportunities for the development of workforce and affordable housing;
- 2. ensure the availability of a diverse supply of rental opportunities;

3. provide an adequate supply of affordable housing in Durham as set forth in the Town's 2015 and 2018 Master Plan including the Demographics and Housing Chapter (<https://www.ci.durham.nh.us/planning/master-plan-2015>) and the Town's May 2024 Housing Needs Assessment (<https://www.ci.durham.nh.us/bc-housingtaskforce>); and
4. address the regional need for workforce housing as documented in the [Strafford Regional Planning Commission's Housing Needs Assessment \(https://strafford.org/uploads/documents/plans/rpc/rhna_2023.pdf\)](https://strafford.org/uploads/documents/plans/rpc/rhna_2023.pdf) as updated.

B. Authority. The Town of Durham adopts this Workforce Housing Overlay District and related sections in this Zoning Ordinance under the authority of RSA 674:15-18 Purpose of Zoning Ordinance, RSA 674:58-61 Workforce Housing and RSA 674:21, Innovative Land Use Controls.

C. Applicability. The provisions of the Workforce Housing Overlay District apply to the following areas of Durham [See Workforce Housing Overlay District Zoning Map]:

1. The entirety of the land zoned Office and Research District – Route 108 (OR) that is situated on the easterly side of Dover Road/Route 108.
2. All portions of the lot identified as Map 209, Lot 39, currently zoned Residence Coastal, that are situated westerly of the ordinary high water mark on the westerly side of Johnson Creek.
3. All of the land zoned Office Research Light Industry (ORLI) that is located northerly or westerly of U. S. Route 4.
4. Tax Map 210, Lots 10, 11, 12, 13, 14, and 15.

[Note: See the map on the last page.]

The references above are made as of the date when this amendment is adopted. Should any of the pertinent land be rezoned in the future or changes to map and lot numbers be made the specific lands identified as being part of the overlay district included at the time of adoption of this overlay district shall not change unless a specific zoning amendment is made in the future to that effect.

The Workforce Housing Overlay District is depicted on the map identified as Workforce Housing Overlay District – Supplement to Official Zoning Map. In case of any conflict between the description above and the rendering on the map, the description of the zone, above, will prevail.

Any parcel of land located in the overlay district may be developed as a workforce housing project in accordance with the provisions of the Workforce Housing Overlay District by right at the option of the landowner pursuant to the provisions of this article.

D. Workforce Housing Option under Conservation Subdivisions. Special provisions for workforce housing that is part of a conservation subdivision are given in Article XIX - Conservation Subdivisions. Those provisions are entirely independent from this overlay district and neither may be applied to the other nor may the two be combined in any manner.

E. Dwelling Units. Within a project developed under this ordinance:

1. No single family house lot may be created.

2. Units shall be offered exclusively for rent, not for sale.

3. Bedrooms. No units may contain more than three bedrooms. The number of three-bedroom units may not exceed 1/3 of the total number of dwelling units in the project. Otherwise, the mix of units by number of bedrooms is set at the discretion of the applicant. A mix of studios, and one- two- and three- bedroom units is encouraged.

4. Housing Types. Residential units in a workforce housing development are restricted to missing middle housing types only (See Definition). A mix of housing types and unit sizes arranged in different configurations is encouraged but not required. No individual building (including rowhouses and townhouses) may contain more than 12 dwelling units.

F. HUD Fair Market Rent. Rent levels are established for all workforce housing units (including any units that are subleased) based upon the U. S. Housing and Urban Development (“HUD”) Fair Market Rent which is set based on the number of bedrooms in a unit. The rent levels are reset by HUD every year. The fair market rent (or some percentage of the fair market rent, below) is the figure for which the unit is offered. It does not consider other costs to tenants.

Rents may be set at the discretion of the property owner provided:

1. Most units will likely be rented at the HUD Fair Market Rent with the exceptions in 2. and 3., below.

2. There is some flexibility in setting rent levels. Each unit shall be rented at some percentage of the HUD Fair Market Rent, e.g., exactly at HUD Fair Market Rent which would be 100%, at 80%, etc. The average of all of the percentages for all of the units in the project (independent of the number of bedrooms in

units) shall not exceed 100%. (For example: 10 units are rented at 100% of the HUD Fair Market Rent level, 5 units are rented at 60% of HUD Fair Market Rent, and 5 units are rented at 120% of HUD Fair Market Rent. The average of those percentages is 95% which would be in compliance since the average is less than 100%.)

3. At least 20% of the overall number of units (independent of the size of the units) shall be rented at 80% of HUD Fair Market Rent level or less.
4. Rental units must be the primary residence for all lessees.

G. Housing Vouchers. Property owners must be willing to accept Section 8/Housing Vouchers for payment of rent provided the total amount of rent paid for a unit is consistent with the established rent for the unit. This provision does not require that priority be given to Section 8/Housing Vouchers, but only that the property owner be willing to accept them.

H. Housing Guarantees. The primary purpose of this overlay district is to provide affordable housing for members of the workforce and the community. The property owner shall not accept guarantees from third parties who will not reside in the rental unit (This provision does not apply to Section 8/Housing Vouchers).

I. Allowed Uses. The uses allowed in any project developed under this overlay district are the residential uses specified in this section, all uses allowed in the underlying base zoning district, day care centers, and common accessory uses to these uses (such as a clubhouse and outdoor recreation serving residents). Institutional Uses, Offices, Restaurants, and small Retail Stores (with less than 5,000 gross square feet), are allowed by conditional use (unless allowed by right in the underlying zoning district).

J. Density and Dimensional Standards. The density and dimensional standards for the Workforce Housing Overlay District are specified in the Table 175-54 – Table of Dimensions. These standards apply throughout the Workforce Housing Overlay District superseding the standards otherwise applicable to the underlying base zoning districts.

1. Density. The density standard is given in the Table of Dimensions. The standard is established for the overall site based upon lot area per dwelling unit. All areas of the subject parcel apply to the density calculation except for wetlands and areas of open water.
2. Maximum number of units. The maximum number of dwelling units for any workforce housing development is 200 units. This maximum applies to any individual lot or tract proposed for a project, including any project to be

developed in phases. Appropriate restrictions may be specified for any project to prevent pre-emptory subdivision that might circumvent this provision. The Planning Board may approve more than 200 units in a project by conditional use.

3. Senior units. There is no density bonus for senior residential units. Section 175-57 A. I. Density for senior residential units does not apply to projects developed under this overlay district.
4. Building Height. The maximum height for any building is three stories. There is no maximum height in number of feet. The maximum height for any building is four stories if that building is set back at least 100 feet from any property line.

K. Other Zoning Parameters. All other standards in the Zoning Ordinance shall apply to a project unless superseded by a specific provision in this overlay district. The limitation allowing for a maximum of three unrelated occupants in a dwelling unit does not apply to any project developed through this overlay district.

L. Buffers. Depending on the location and characteristics of the proposed development, the surrounding properties, and the adjacent roads the Planning Board may require that the developed area be buffered from surrounding property and the adjacent roads.

M. Low Income Housing Tax Credit project. The Planning Board may approve by conditional use any departure from this article and from the Zoning Ordinance to accommodate a project proposed to be funded through the Low Income Housing Tax Credit, where any requirement of the tax credit program is inconsistent with this article or the Zoning Ordinance.

N. Perpetuity. All workforce housing units must remain affordable as workforce units in perpetuity in accordance with HUD figures and the conditions of project approval. As part of any project, appropriate provisions, such as deed restrictions or easements, shall be incorporated to carry out this requirement. The Town of Durham or their agents may require periodic reporting and audits at its option.

O. Site Plan and Subdivision Regulations. A workforce housing project developed under this overlay district is exempt from Article XIX – Conservation Subdivisions and from all sections under the Subdivision Regulations related to conservation subdivisions. Where there is no subdivision into separate lots of land a project is reviewed under the Site Plan Regulations. Separate components of a project may be subdivided into separate parcels as part of phasing of a project or an overall development plan, in which case creation of new parcels will be reviewed as a subdivision under pertinent elements of the Subdivision Regulations. Lots which are not intended to be part of a workforce housing development may be subdivided from

the parent parcel of land provided that portion of the development complies with other applicable requirements.

P. Topography and Open Space. A full topographic survey shall be prepared. A minimum of 60% of the gross acreage of the parcel shall be set aside as permanent open space. The applicant shall prepare an open space plan providing for the appropriate use, maintenance, and protection of the open space to be approved by the Planning Board. On sites where both Town water and sewer are not available the applicant shall prepare a HISS analysis of the entire site. A HISS analysis is not required when both Town water and sewer are available.

The Planning Board will determine which portions of the parcel will be set aside for open space in order to optimally preserve natural and cultural resources, enhance forest management, and provide opportunities for agriculture and passive recreation in accordance with criteria a. through g. under Article XIX. Conservation Subdivisions, Section 175-107, Subsection H. Common Open Space, Subsection 3.

Q. Design. The Planning Board shall use its judgment in reviewing the proposed design, layout, and density of the project to ensure a harmonious living environment for the future residents.

1. All residential buildings must front a pedestrian-oriented designed street or way and not simply a parking lot.

2. All residential buildings must form a pedestrian-oriented ensemble.

3. There must be a network of streets or ways allowing for pedestrian movement through the site.

4. All parking areas must be broken up into smaller areas or with sufficient landscaping to avoid large expanses of parking.

R. Parking and Transportation. The applicant shall develop a transportation plan for the project pursuant to Article 11 – Pedestrian, Bicycle, and Transit Facility Standards in the Site Plan Regulations. The minimum number of parking spaces required for any dwelling unit is one.

S. Infrastructure. Roads, water and sewer infrastructure, and other infrastructure shall be owned and maintained by the developer or by the Town of Durham as determined by the Planning Board in consultation with the Town Administrator and Durham Public Works Department (and/or the Town Council pursuant to other applicable law).

T. Incentives. The Planning Board may negotiate with the applicant to allow for additional density or reduced open space in exchange for inclusion of various

elements that will enhance the quality of the project, including, but not limited to, additional open space, public recreation facilities, agricultural leases, active transportation connections, sustainability measures, and a reduction in the average rent level significantly below 100% of the HUD Fair Market level. This bonus should not be provided for elements that would likely be incorporated in the regular course of site plan review. The maximum increase in density allowed under this provision is 20%. This allowance could also be used to raise the threshold of 200 units beyond which a conditional use would be required.

ARTICLE XIX - CONSERVATION SUBDIVISIONS

- ❖ Add the following new provision under **Section 175-107. Conservation Subdivisions** at the end of **C. Exempt Subdivisions**:

C. ***Exempt Subdivisions.*** A proposed subdivision is exempt from being developed as a Conservation Subdivision only if the proposed subdivision meets one of the following criteria. In determining if the criteria are met, any lot that has been or will be transferred to a qualified conservation organization (as defined in Article II) and will be restricted to conservation use in perpetuity, shall not be counted as a lot for the purpose of this provision.

5. Any subdivision created under **Article XVIII.1 Workforce Housing Overlay District.**

- ❖ Under **Section 175-107.1 Workforce Housing Option**, change the title of the section and insert a new paragraph without a letter designation right below the title as follows:

175-107.1 Workforce Housing ~~Option~~ in a Conservation Subdivision

Applicants who seek to incorporate workforce housing into a conservation subdivision shall follow the procedures laid out in this section. Workforce housing developed under this section is entirely separate from workforce housing developed under the Workforce Housing Overlay District.

- ❖ Under **Section 175-107.1 Workforce Housing in a Conservation Subdivision**, replace F. Density Incentive, in entirety with the following:

~~F. ***Density Incentive.***—Any Conservation Subdivision that seeks to include workforce housing shall be permitted to increase the number of market units by 20% above the Maximum Development Density as calculated per Section 175-107 E (2) and that will guarantee an additional 20% of units above the Maximum Development Density to be designated as workforce housing.~~

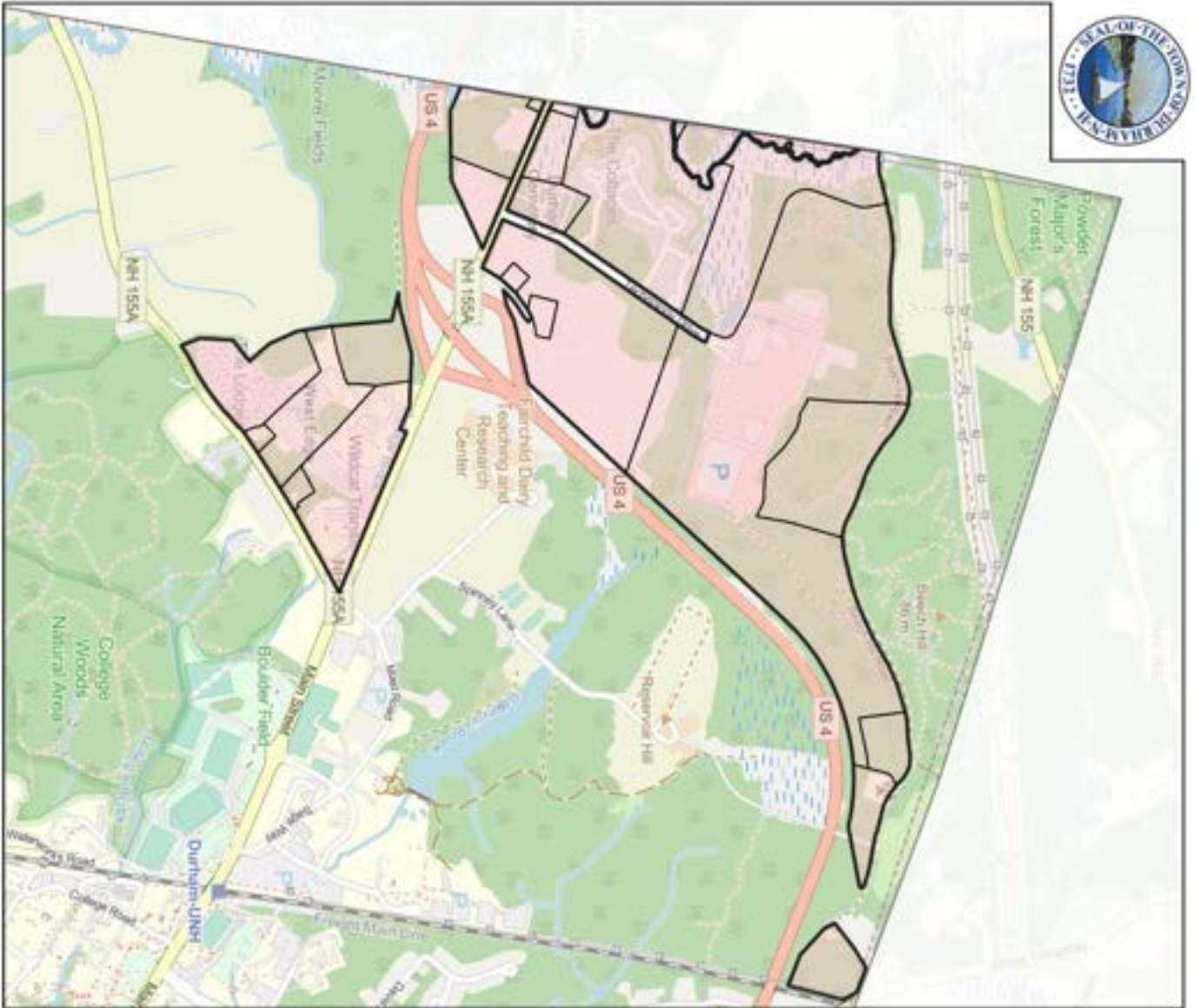
Density Incentive. In determining the maximum number of workforce housing dwelling units that are allowed in a conservation subdivision, these standards apply:

1. A workforce housing dwelling unit containing one bedroom or a studio unit without a separate bedroom counts as 0.33 dwelling units for the purpose of the density calculation; and

2. A workforce housing dwelling unit containing two or more bedrooms counts as 0.50 dwelling units for the purpose of the density calculation;

ZONING MAP

- ❖ Rezone the lots as shown on the Zoning Map on the next page and as specified under Applicability above.



Town of Durham
*Workforce Housing Overlay District
For Proposed Zoning Amendment*



TOWN OF DURHAM

8 Newmarket Road
Durham, NH 03824
Tel: 603-868-5571
Fax: 603-868-1858
www.ci.durham.nh.us

AGENDA ITEM: **#14D_{TS}**

DATE: **October 21, 2024**

COUNCIL COMMUNICATION

INITIATED BY: Planning Board

AGENDA ITEM: PRESENTATION & FIRST READING ON ORDINANCE #2024-10 AMENDING CHAPTER 175 “ZONING,” ARTICLE III, “ADMINISTRATION AND ENFORCEMENT,” ARTICLE VI, “ZONING BOARD OF ADJUSTMENT,” ARTICLE XII.1, “USE AND DIMENSIONAL STANDARDS,” ARTICLE XX, “STANDARDS FOR PRINCIPAL USES,” AND ARTICLE XX.1, “STANDARDS FOR AGRICULTURAL USES.” A PUBLIC HEARING CAN BE SET FOR MONDAY, NOVEMBER 4, 2024.

CC PREPARED BY: Michael Behrendt, Town Planner

PRESENTED BY: Michael Behrendt, Town Planner

AGENDA DESCRIPTION:

The proposed amendments pertain to freestanding small group net metering uses in the five core commercial districts, childcare as an accessory use to all residential uses, requirements for accessory buildings to single-family houses, zoning enforcement, clarifying text consistent with state law, terminology, and formatting of the ordinance.

These are largely minor items that I have had on a to-do list for many months and here was an opportunity to address them. The items are independent from one another.

LEGAL AUTHORITY:

RSA 674:16, RSA 675:2, and Section 175-14 of the Durham Zoning Ordinance

LEGAL OPINION:

A legal opinion was sought on the addition of Section 175-9C -The Zoning Administrator, or their designee, may request that any landowner or association certify, under oath, compliance with any zoning requirement, including but not limited to age restrictions, rental restrictions, or occupancy restrictions, if, in their discretion, there is a reasonable basis to believe that there is a zoning violation on the property. Should the owner refuse to provide such certification, the Zoning Administrator may seek an administrative search warrant to confirm compliance with the town's zoning ordinance.

The Town Attorney was consulted on this item a while ago, and she did not see a legal concern with the proposal.

FINANCIAL DETAILS:

Not applicable

SUGGESTED ACTION OR RECOMMENDATIONS:

MOTION:

The Durham Town Council does hereby approve on First Reading Ordinance #2024-10 Amending Chapter 175 "Zoning," Article III, "Administration and Enforcement," Article VI, "Zoning Board of Adjustment," Article XII.1, "Use and Dimensional Standards," Article XX, "Standards for Principal Uses," and Article XX.1, "Standards for Agricultural Uses." A public hearing is set for Monday, November 4, 2024.

ORDINANCE #2024-10 OF DURHAM, NEW HAMPSHIRE

AMENDING CHAPTER 175 “ZONING,” ARTICLE III, “ADMINISTRATION AND ENFORCEMENT,” ARTICLE VI, “ZONING BOARD OF ADJUSTMENT,” ARTICLE XII.1, “USE AND DIMENSIONAL STANDARDS,” ARTICLE XX, “STANDARDS FOR PRINCIPAL USES,” AND ARTICLE XX.1, “STANDARDS FOR AGRICULTURAL USES.”

WHEREAS, RSA 674:17 is the statute establishing the purpose of zoning ordinances; and

WHEREAS, numerous fairly minor items have been brought to the attention of the Town Planner and the Planning Board over the years that should be addressed when time allows; and

WHEREAS, it is appropriate in certain circumstances to require landowners to certify compliance with the Zoning Ordinance to support enforcement of the ordinance; and

WHEREAS, New Hampshire requirements for childcare were recently changed and the amendment herein brings the Town into compliance;

WHEREAS, the Durham Planning Board held a public hearing on October 9, 2024 and duly voted (unanimously) to initiate this amendment; and

WHEREAS, the Durham Town Council held a public hearing; and

NOW, THEREFORE BE IT RESOLVED that the Durham Town Council, the governing and legislative body of the Town of Durham, New Hampshire, hereby adopt Ordinance #2024-08 and does hereby amend the following sections of the Code. Wording to be deleted is annotated with ~~strikethrough~~ type. New wording is annotated with underlining.

AMENDMENTS TO BE MADE THROUGHOUT THE ORDINANCE

- ❖ Throughout the ordinance change formatting so that all numbers in a specific ordinance provision simply show the numeral. For example, change “within seven (7) years” or “within seven years” to “within 7 years.” However, where

- ❖ “one” is used in a non-numerical manner, such as “given that one must do this” retain “one” rather than changing to “1”.
- ❖ Change “single family home” and “single family residence(tial) to “single-family home” and “single-family residence(tial)” wherever the terms appear.
- ❖ Replace “chairman” wherever it may appear with “chair.”

ARTICLE III - ADMINISTRATION AND ENFORCEMENT

175-8. Administrative Officer.

Authority to administer this Zoning Ordinance is hereby vested in the Town Administrator, who is duly appointed by the Town Council. The Town Administrator shall have the authority to appoint a Zoning Administrator or duly qualified designee, who shall have the authority to administer, interpret, and enforce the provisions of this chapter. In the performance of these duties, the Zoning Administrator may request entry to any building, structure or premises, or any part thereof, at any and all reasonable times for the purpose of performing his or her official duties.

175-9. Zoning Administrator.

A. The Zoning Administrator, his or her assistant or designee shall:

1. Enforce any and all provisions of this chapter.
2. Keep complete, accurate and secure records.
3. Accept applications and ensure their appropriateness and completeness.
4. Accept and remit fees as established in the adopted administrative procedures.
5. Update these regulations and the Official Zoning Map as directed by the own Council.
6. Provide for the accuracy and security of the Official Zoning Map.
7. Undertake any other administrative function appropriate to the office of the Zoning Administrator.
8. Report to the Town Planning Board any recommendations for changes and improvements in these regulations and the procedures therein.
9. Issue any permit granted by the Planning Board or ordered by the Board of Adjustment and make periodic inspections to verify that all conditions of such granted permit are complied with by the applicant or his or her agent.
10. Receive and investigate allegations of noncompliance or violation of these regulations, report findings to the Town Council and file a complaint where such allegations are based in apparent fact.
11. Refer any matters under appeal to the Zoning Board of Adjustment for its action.

12. Make recommendations to the Planning Board in connection with any conditional use permit or to the Board of Adjustment in connection with any application for variance or appeal and recommend such conditions as may be necessary to fully carry out the provisions and intent of this Zoning Ordinance.

B. The Zoning Administrator shall not:

1. Make any changes in the uses categorically permitted in any zoning classification or zoning district, or make any changes in the terms of this Zoning Ordinance, or make any changes in the terms, classifications or their boundaries on the Official Zoning Map.
2. Issue any conditional use permit or variance without the specific direction to do so from the authorizing body.

C. The Zoning Administrator, or their designee, may request that any landowner or association certify, under oath, compliance with any zoning requirement, including but not limited to age restrictions, rental restrictions, or occupancy restrictions, if, in their discretion, there is a reasonable basis to believe that there is a zoning violation on the property. Should the owner refuse to provide such certification, the Zoning Administrator may seek an administrative search warrant to confirm compliance with the town's zoning ordinance.

175-10. Violations and Penalties, Methods of Corrections.

- A. Any person, partnership, association, company, corporation or individual who violates, disobeys, omits, neglects, or refuses to comply with the provisions of this chapter shall be deemed guilty of a misdemeanor offense and, upon conviction thereof by a court of competent jurisdiction, shall be punished by a civil fine as set forth in RSA 676:17 for each day such violation continues.
- B. A violation or suspected violation may be brought to the attention of the Zoning Administrator by any individual who suspects that such violation has or may be occurring. The Zoning Administrator shall conduct an investigation into the alleged violation. ~~*If the investigation appears to uphold the allegation, the Zoning Administrator shall first notify the offending party, who shall have a maximum of ten (10) days in which to correct the violation or in which to come to an agreement on a time frame in which the violation will be abated. Such an agreement shall be binding.*~~ In the event that ~~these~~ efforts fail to result in an abatement of the violation, the Zoning Administrator shall notify the Town Administrator and file a complaint with the Town Attorney. The Town Attorney shall take appropriate legal action to address the complaint and the matter shall come before a court of competent jurisdiction for resolution.
- C. Every violation of these regulations shall be a separate and distinct offense, and in the case of a continuing violation, each day's continuance shall be deemed a separate and distinct offense.

ARTICLE VI - ZONING BOARD OF ADJUSTMENT

175-19. Powers and Duties.

- A. The Zoning Board of Adjustment is hereby authorized and empowered to adopt such rules of organization and procedure as are necessary for the efficient administration and enforcement of this chapter. In addition, the Zoning Board of Adjustment shall have the following powers pursuant to RSA 673:1 and 674:33:
1. Appeals. To hear and decide appeals where it is alleged that there is error in any order, requirement, decision or determination made by an administrative official in the enforcement of this chapter.
 2. Variances. To authorize, upon appeal, in specific cases, such variance from the terms of this chapter as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this chapter will result in unnecessary hardship and so that the spirit of the chapter shall be observed and substantial justice done.
 3. Special Exceptions. The Board shall hear and decide requests for special exceptions only when the granting of a special exception is specifically provided for in this chapter. No other special exceptions shall be granted. The request for the special exception and the Board's action on the request shall reference the specific section whereby the granting of the special exception is provided for in this chapter. Appropriate conditions may be placed on special exception approvals when necessary to meet the standards of this chapter.
 4. Equitable Waivers. To hear and decide requests for equitable waivers of dimensional requirements as provided for in RSA 674:33-a.
 5. Appeals under the Building Code. The Zoning Board of Adjustment is hereby authorized and empowered to act as the Building Code Board of Appeals pursuant to RSA 673:1. The Building Code Board of Appeals shall hear and decide appeals of orders, decisions, or determinations made by the building official or fire official relative to the application and interpretation of the state building code or state fire code as defined in RSA 155-A:1. An application for appeal shall be based on a claim that the true intent of the code or the rules adopted thereunder have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed. The board shall have no authority to waive requirements of the state building code or the state fire code. (RSA 674:34)
- B. In exercising the above-mentioned powers, the Board may, in conformity with the provisions hereof, reverse or affirm, wholly or partly, or may modify the order, requirements, decision or determination appealed from and may make such order or decision as ought to be made and to that end shall have all the powers of the officer from whom the appeal is taken.
- C. The concurring vote of three (3) voting members of the Board shall be necessary to ~~reverse any action of such administrative official or to decide in favor of the applicant~~ take action

on any matter upon which it is required to pass under this chapter or to affect any variation in this chapter.

ARTICLE XII.1 – USE AND DIMENSIONAL STANDARDS

Section 175-53 Table of Land Uses.

- ❖ Change Child Care Home as shown below.
- ❖ Change Small Group Net Metering Host Principal Use – Freestanding in the five Commercial Core Zones as shown below.

CATEGORY OF USES

Uses Accessory To Any Residential Use

Home occupation-1

Home occupation-2

Accessory structure

Childcare home for not more than six children

Childcare home for more than six children See Article XX

Uses Accessory To a Single Family Residential Use

Accessory dwelling unit *See Article XX*

Accessory apartment *See Article XX*

~~Child care home for not more than six children~~

~~Child care home for more than six children See Article XX~~

Short-term rental

RESIDENTIAL ZONES

Rural (R)
Residence A (RA)
Residence B (RB)
Residence C (RC)

COMMERCIAL CORE ZONES

Central Business (CB)
Professional Office (PO)
Church Hill (CH)
Courthouse (C)
Coe' s Corner (CC)

RESEARCH-INDUSTRY ZONES

Office Research - Route 108 (OR)
Mixed Use and Office Research (MUDOR)
Office Research Light Industry
Durham Business Park (DBP)

P	P	P	P	X	P	P	P	P	P	P	P	X	X
P	X	X	P	X	CU	CU	X	P	P	P	X	X	X
P	P	P	P	X	P	P	P	P	P	P	P	P	P
<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
P	P	P	P	X	P	P	X	X	X	X	P	P	X
P	X	X	P	X	P	P	X	X	X	X	P	P	X
P	P	P	P	P	P	P	P	P	P	P	P	P	X
P	P	P	P	P	P	P	P	P	P	P	P	P	X
SE	SE	SE	SE	P	P	P	P	P	P	SE	SE	SE	X

CATEGORY OF USES	Rural (R)	Residence A (RA)	Residence B (RB)	Residence C (RC)	Central Business (CB)	Professional Office (PO)	Church Hill (CH)	Courthouse (C)	Coe' s Corner (CC)	Office Research - Route 108 (OR)	Mixed Use and Office Research (MUDOR)	Office Research Light Industry (ORLI)	Durham Business Park (DBP)
	<ul style="list-style-type: none"> • Small Group Net Metering Host-principal use (See Article XX) • Building-mounted • Freestanding 	P X	P X	P X	P X	P X <u>P</u>	P X <u>P</u>	P X <u>P</u>	P X <u>P</u>	P X <u>P</u>	P P	P P	P P

ARTICLE XX – STANDARDS FOR PRINCIPAL USES

175-109. Compliance Required.

This article establishes performance standards for specific uses. These standards must be met for all activities involving the specified uses.

B. *Accessory Buildings for Single-Family Use.* The following standards apply to buildings that are accessory to single-family use, not including garages and any additional connected space, agricultural buildings, and accessory apartments.

1. There is a limit of two accessory buildings per lot.
2. The maximum floor area of the building shall be 200 square feet.
3. The highest point on the building shall be not more than fourteen (14) feet above grade.
4. The building shall not be supplied with water, sewerage, or heat unless approved by special exception.
5. The building shall be used only for the personal use of the occupants of the premises on which it is located, and not for any commercial use except for an approved home occupation.
6. The building shall not be located forward of the front façade of the house.
7. The building shall be set back at least ten (10) feet from any property line.
8. The building shall be separated from any principal residential building on an abutting lot by not less than twenty (20) feet.

ARTICLE XX.1 - STANDARDS FOR AGRICULTURAL USES

175-109.2. Compliance Required.

This article establishes performance standards for agricultural uses. These standards must be met for all activities involving the specified uses.

A. General Provisions. The following provisions apply to all agricultural uses and activities:

3. Site plan review.
 - a. Site plan review is required as specified in the text of Section 175-53 – Table of Land Uses and in the Site Plan Regulations (except as specified in b., below). Site plan review is required for all buildings, driveways, parking areas, public use areas, and significant structures and for site changes that are part of any commercial agricultural operation. Site plan review is not required for noncommercial ~~non-commercial~~ agriculture.