

STATUS OF TOWN COUNCIL GOALS FOR 2015/16 ADOPTED ON MAY 18, 2015
As of (December 31, 2015)

STANDARDS OF PERFORMANCE

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

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

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	<p>source, critical to the way we operate. Through the “Friday Updates” and social media we aspire to paint a clear picture of what is happening in and around Durham and how to productively engage on issues of interest.</p> <p>Durham has also bolstered its Twitter and Facebook presence this year in order to meet the demands of residents’ changing preferences for information distribution.</p>	<p>through new communication mediums.</p> <p>As of Dec. 2015, 567 individuals had signed up for our Twitter feed.</p> <p>Our Facebook followers have reached 1,247.</p> <p>While a weekly activity, I would consider this COMPLETE.</p>
<p>Maintenance of a Durham web site that is fresh, useful, informative, and easily accessible.</p>	<p>Utilize municipal website as critical information portal to inform residents and serve as a resource for them so they may productively engage on issues of interest.</p> <p>We also endeavor to make the web site a reservoir of historical data that can be of use to boards/committees/commissions over time.</p>	<p>Craig Stevens in DCAT has been assigned to assist in keeping the site up to date and fresh. We have seen significant improvement in this area over the last 12 months. Responsibility for updating individual sections of site outsourced to individual departments/boards.</p> <p><u>Note:</u> We do find it a struggle to keep the individual sections of the web site engaging. Individual board members move on and lose interest in maintaining their subsections of the site. Departments with staffing stretched to managing day-to-day crises have little time to focus on individual sections of the site. To address this, we have had Craig Stevens take a more active role.</p> <p>To access basic Town data fairly easily, however, the site serves an important purpose and performs well.</p> <p>Craig is now working to digitize the Town Code to put on the web site, and also updates the site with the Annual Budget and CIP information. These are tasks other staff does not have time to undertake.</p> <p>Largely COMPLETE</p>

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<p>Durham Community Access Television (DCAT) to air more robust array of Durham public meetings, spins off a separate school channel, transitions DCAT studio to new Town Hall, brings Durham Public Library studio on line. Includes an expansion of original DCAT programming.</p>	<p>Tasks outlined intended to inform and engage residents in local affairs in meaningful and value added ways.</p>	<p>This was major undertaking for 2015 and we have done well meeting the goal.</p> <p>New Town Hall studio now in place and operational.</p> <p>ORCSD station operational.</p> <p>Library studio in place with internet connection to Town Hall complete. Broadcasts have occurred from Library.</p> <p>Expanded programming taking place for MPAC, DCC, EDC.</p> <p>“David Williams Show” has aired on DCAT interviewing various staff members about local issues. After producing 4 or 5 episodes, Mr. Williams has retired. Craig Stevens hopes to find another interested resident to take his place this coming year.</p> <p>Other programs have included: Single Stream Recycling Orientation for community, Eversource Seacoast Reliability public forums, Eversource tour of proposed Seacoast Reliability Project route, retrospective interview with Julian Smith, etc.</p> <p>Mary Ellen Humphrey and Craig Stevens also have a list of business’s that would like to be highlighted in our “spotlight” segment. DCAT was planning on doing a sit down with each of the Councilors, a “get to know your Town Councilor” segment as well to facilitate community engagement.</p> <p>Although work is ongoing, I would consider this largely COMPLETE</p>
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- **Encourage all town boards, committees, and commissions to align their efforts with the Council goals and to collaborate and communicate more frequently with each other and with the community at large.**

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

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

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Assist the MPAC and Planning Board as part of the Master Plan Update Process.	We engaged the SRPC following a competitive selection process to provide professional guidance and management of the Master Plan Update Process.	Initial 10 Chapters of Master Plan Update were adopted by Planning Board in November 2015! Future Land Use Chapter, budget permitting, to be addressed in 2017. COMPLETE
Assist Trustees of Trust Funds (TTTF) with property management/management of funds.	Durham Public Works Director Mike Lynch meets regularly with the TTTF to address the maintenance and upkeep of trusted graveyards, parks, and other issues as required. Business Mgr. Gail Jablonski advises the board on fiscal issues as requested.	Both the DPW Director and the Business Mgr. meet with TTTF as needed. Evaluating invasive issues at the Doe Farm. The TTTF are going to be providing additional information regarding investment collateralization.

		ONGOING.
Planner provides regular guidance to Planning Board/HDC.	Routine guidance with respect to applications/matters before the PB and HDC.	The Planner endeavors to provide his very best guidance to both the Planning Board and Historic District Commission with respect to applications. ONGOING
EDC Director to provide guidance to Economic Development Committee .	Routine guidance with respect to matters before the EDC.	In addition to providing guidance, the EDC Director has been working to coordinate meetings this year, develop agendas, and has been serving as the de facto chair as no members have been able to take on this position over the last several months. ONGOING.
Town Administrator to provide guidance to Town Boards/citizens as needed.	Miscellaneous matters arise over the course of the year that require the attention of the Administrator.	Mr. Selig has worked to provide guidance/feedback/intervention on an as needed basis. ONGOING.
The Zoning Administrator provides guidance to the ZBA and other Town Boards/citizens as needed.	In addition to regular attendance at ZBA meetings, the Zoning Administrator provides guidance to the ZBA, enforces various approvals of Town boards, and provides guidance to citizens/contractors on an as needed basis.	Mr. Johnson has worked to provide guidance as necessary. It is anticipated Tom’s successor, Audrey Cline, will step into this role and may have an expanded role in working with the HDC. ONGOING.

KEY OBJECTIVES

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

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Spruce Hole Well project to be bid out, awarded, and constructed.	This project will ensure Durham/UNH have adequate water supply for many, many years to come.	Project has been constructed and a grand opening was held in late-fall 2015. COMPLETE

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<p>Evaluation of group net metering project for Town.</p>	<p>The Town's partner, ReVision Energy, had evaluated possible locations for a large 100 kW and 640 kW DC array and the selected site was the Packers Falls Road gravel pit in Lee.</p>	<p>ReVision/Durham received a \$500,000 grant from the NHPUC to build a 640 kW solar array at the Durham pit in Lee on Packers Falls Road.</p> <p>Considerable time has been put into this project by the Energy Committee, Admin. Selig, DPW, and Town Councilors. The Town of Lee has approved a PILOT with the Town of Durham and the the Town Council approved the project to proceed in late-fall 2015. Construction will take place in early 2016.</p> <p>ONGOING</p>
<p>Development of joint ORIWP to show possible paths to address wastewater and stormwater EPA requirements and to address the health of the Great Bay Estuary and Lamprey/Oyster River watersheds.</p>	<p>After many revisions, the final VHB document was received in late summer 2014. Subsequent meeting with the EPA have led to a limited, focused approach through the end of 2015 to include monitoring the PILOT 3 Stage Bardenpho process at the Durham WWTP, and implementation of a \$67,000 +/- USEPA technical assistance grant Durham applied for and received with EPA subcontractor, Tetrattech, to develop a nutrient loading system for Durham's consideration.</p> <p>MS-4 Regulations are not scheduled to be issued until summer 2015.</p> <p>Overall approach and recalculated total pricing will need to take place once we have more information in hand.</p>	<p><u>Note:</u> This will likely be an area where it will prove difficult to provide accurate long-range cost projections until we have a better understanding of the appropriate course of action for Durham to take in addressing permit compliance issues.</p> <p>We anticipate that the EPA will issue an MS-4 to Durham/UNH within the next 6 months. Durham/UNH are awaiting the receipt of more information from the EPA to determine its next step while at the same time working through implementation of the Bardenpho process, Tetrattech's work, etc.</p> <p>ONGOING</p>
<p>Hold at least one meeting of the Durham Human Rights Commission in 2015.</p>	<p>The Human Rights Commission provides a venue to ensure there is conscious ongoing local discussion regarding Durham and efforts that can be made to ensure all people are welcome in every way.</p> <p>Human Rights Campaign Municipal Survey undertaken again in 2015. Durham had the top ranking in Durham.</p>	<p>The Commission met this summer with a Durham resident to discuss that individual's experience in the community.</p> <p><i>The UNH Student Senate approached the Town with the idea of Durham adopting a Resolution asking the State of New Hampshire to be more GLTBQ focused with respect to a number of issues. This request will be reviewed by the Human Rights Commission on January 20, 2015.</i></p>

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		COMPLETE
<p>Evaluation and possible preservation/easement of Emery Farm/Hills' South parcel (40 +/- acres) adjacent to WHF on Oyster River.</p> <p>Thompson Parcel (40 +/- acres) preservation effort off Wednesday Hill Road on Lamprey River.</p>	<p>The Nature Conservancy is still in the process of working with Durham to determine whether the Town has an interest in participating in this conservation project. The DCC does and has reserved funds as a Durham match. We will be discussing this project in the future if/when it comes together.</p> <p>The Town is working with the Southeast Land Trust for the preservation of the Thompson Parcel. We expect this to close by the end of January 2016.</p> <p>Grant funds have been pursued for both projects.</p>	<p>The Conservation Commission is supportive of both conservation efforts.</p> <p>Thompson: A great deal of time has gone into this project for both SELT and Durham. In 2014, Admin. Selig met with Shirley Thompson's daughter in Chicago regarding the project. Duane Hyde has been active, as has the DCC, in finding grants monies and addressing issues that have come up as part of the preservation of the Thompson parcel. The Council approved the Thompson acquisition. Expected to close in January 2016.</p>
<p>Evaluation and possible easement/purchase of Colasante parcel adjacent to Spruce Hole well site/Oyster River Forest.</p>	<p>Property owner Joe Colasante has formally expressed this month (6/2014) an interest in selling the parcel to Durham. The discussion has been ongoing, on and off, for several years. The Town had engaged an appraisal on the property for easement purposes in March 2010 but negotiations broke down at the time.</p>	<p>Durham will need to evaluate whether this will be priced at a level that is reasonable for the Town and if so, how to fund such an acquisition.</p> <p>Note: Time constraints have not allowed any progress on this initiative. In addition, no funds have been identified to date for this acquisition. It is not a high priority item at this time.</p>
<p>Support the Durham Farmers Market organized by the Seacoast Growers Assn. to promote local agriculture.</p>	<p>The Farmers Market again operated at Jackson's Landing in 2015 .</p> <p>The Agricultural Commission and the Parks & Rec. Dept. (and Administrator's Office) worked with the Seacoast Growers Assn.</p>	<p>Feedback regarding the Jackson's Landing site was mixed, but generally positive. The Ag. Commission undertook a survey this past fall to gauge support of the present location.</p>
<p>Make Durham more pedestrian and bicycle friendly.</p>	<p>The entire downtown loop has been restriped/reconfigured in accordance with recommendations from the RSG/ALTUS</p>	<p>Additional effort must now go into making areas</p>

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	<p>Engineering report dating to 2014 to make it more bicycling and pedestrian friendly. Additional improvements to roadways leading to downtown Durham have also been addressed as real estate/funding has allowed. 45 “share the road” signs with wooden posts were erected through the downtown area and nearby neighborhoods, as were roadway markings.</p> <p>Includes bike lanes, sharrows, transition turning areas, and Share the Road signage.</p>	<p>outside the downtown core more pedestrian friendly.</p> <p>We are in the process of having Dirk Grotenhuis, a transportation engineer, evaluate our bike/ped roadway markings at this time for feedback/future improvement and enhancement.</p> <p>Scheduled work for 2015 is COMPLETE.</p>
<p>Use of “Pay and Display” parking kiosks throughout the downtown core to make better use of full array of parking options available there through pricing.</p>	<p>New kiosks are in place and working effectively.</p> <p>The initiative is intended to support local businesses and make parking more available for residents who choose to shop in downtown Durham.</p>	<p>There is ongoing monitoring of parking taking place through the fall semester 2015. Parking adjustments will be made as the need arises.</p> <p>COMPLETE</p>
<p>Hire new Parks & Recreation Director following resignation of Stefanie Frazee.</p>	<p>Following the resignation of Stefanie Frazee in the spring, the Town was able to select Rachel Gasowski of Durham as our new Parks and Recreation Director.</p>	<p>COMPLETE</p>
<p>Hire new Code/Zoning/Health Officer to replace Tom Johnson who is retiring in December 2015.</p>	<p>Audrey Cline from Wolfeboro was hired to take over Tom Johnson’s position, effective January 1, 2016.</p>	<p>COMPLETE</p>
<p>Other energy-related projects.</p>	<p>Many of these projects are being undertaken by the Energy Committee with support from DPW and the Administrator’s Office.</p>	<p>Active projects include:</p> <ul style="list-style-type: none"> • Installation of new Electric Vehicle (EV) Charging Station in the Pettee Brook Lot. COMPLETE • EPA Portfolio Manager implementation in late-2015/2016 to audit the energy use of our municipal buildings. ONGOING • Housing Survey in support of the Master Plan goal to conduct an annual survey on rotating topics, a survey will be released in early-2016 dealing with housing and building efficiency in Durham. ONGOING • Pursued and received a \$2,500 grant for

		<p>Durham to analyze solar property tax policy in NH with regard to assessing commercial solar arrays and community solar farms. ONGOING</p> <ul style="list-style-type: none"> • Serve as the coordinating host to the Seacoast Energy Hub organized by the Local Energy Solutions Work Group to bring regional energy committees together for knowledge sharing and coordinated action on Climate Change issues. ONGOING.
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- **Improve current and explore new collaborative efforts with UNH to enhance mutual intellectual, cultural, environmental, social, and economic benefits associated with hosting New Hampshire’s state university. Negotiate equitable agreements for the delivery of services and infrastructure used by both the Town and UNH and develop long-term policies that reduce the burden on the town and clarify town-gown land ownership.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
<p>Potential redevelopment of 66 Main Street in conjunction with UNH and People’s United Bank.</p>	<p>The redevelopment may include a hotel, Barnes & Noble College Bookstore, restaurant, commercial space, structured parking to support the development and the downtown core, and more.</p> <p>The Town-owned triangular shaped parking lot on Pettee Brook Lane would potentially be integrated as part of the redevelopment, as would the Hetzel and Alexander Hall sites on the UNH campus.</p>	<p>Durham and UNH executed an MOU for the redevelopment of this property and a great deal of effort has been going into this collaborative project.</p> <p><u>Note:</u> This has been a significant initiative and holds promise for a positive Town/Gown partnership moving forward.</p> <p>ONGOING</p>
<p>In furtherance of the Town Council’s endorsement of the proposal for UNH to construct a new Outdoor Pool, support UNH in its efforts to design, include the public, and construct a new \$5 +/- million, 15,000-16,000 sq. ft. outdoor pool for the 2016 swim season.</p>		<p>Following numerous permitting delays, construction on the new UNH Outdoor Pool commenced in 2015. At 14,355 sq. ft., the heated, +/- \$5 million structure paid for fully by UNH will be one of the largest outdoor pools in New Hampshire. UNH anticipates that the facility will open in the August 2016 timeframe.</p> <p>ONGOING</p>

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<p>Work with UNH and renegotiate Fire Services Agreement, Water Agreement, Wastewater Agreement, Pool Agreement, and Jackson’s Landing Agreements in 2015. The future ownership of the “Tot Lot” and the Oyster River Park in the Faculty Neighborhood are also items for discussion.</p>	<p>Durham and UNH negotiation teams are meeting in earnest at the present time.</p>	<p>We hope to conclude discussions and bring agreements to the Town Council/USNH for review/approval in February/March 2016.</p> <p>ONGOING</p>
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- Having expanded the tax base through student housing construction, now focus on revitalizing Durham’s commercial core to enhance the sense of community and to better provide for the needs of our residents, while maintaining our small town character, rural pastoral gateways, and cultural history.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
<p>Support efforts of Economic Development Director.</p>	<p>The position to date has supported desirable investment in Durham, filling present and future vacant commercial space, encourage existing businesses to invest in their properties, and advising the EDC, staff, and Durham property owners on various matters.</p>	<p>Mary Ellen Humphrey has been extraordinarily effective in helping to move forward numerous initiatives this year. Examples include:</p> <ul style="list-style-type: none"> • Durham Business Park has been approved for redevelopment by the Planning Board. COMPLETE • Two Economic Revitalization Zones (ERZ Zones) were created in 2015: Durham Business Park ERZ and Technology Drive ERZ. COMPLETE • Efforts under way to redevelop ATO site in partnership with UNH. ONGOING • New commercial and office space downtown is filling up. ONGOING • The evaluation of the feasibility of working with UNH to create a new business incubation center in Durham. ONGOING • Working with the owner of Young Drive to potentially redevelop that site as over 55 housing. ONGOING
<p>Successfully manage extensive new development within downtown core and elsewhere in town.</p>	<p>Several significant construction projects were ongoing in 2015 including: Henderson, Orion, Golden Goose, Peak (landscaping), Christie, and</p>	<p>Code Enforcement, Fire, DPW, and Planning have been exceedingly busy managing these significant projects within Durham’s downtown core.</p>

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	Pauly's Pockets. It has been an extraordinarily busy time impacting every department including the Administrator's Office.	Residential is largely complete with commercial spaces still ongoing. Nearly COMPLETE
Sale of former Town Office site at 15 Newmarket Road.	Tremendous effort went into the sale of the former Town Office site for \$650,000 this spring/summer. EDC Director Mary Ellen Humphrey was instrumental in bringing this matter to a successful conclusion.	COMPLETE
Rezoning in Professional Office District and Church Hill District to eliminate multiunit.	The Council brought forward a proposal to exclude multiunit from the PO and CH districts to better align with Town goals.	COMPLETE
Rezoning in CBD relative to halving the allowable density for multiunit uses.	This was a Planning Board initiated change that was approved by the Council. Litigation has resulted from the change from Colonial Durham Associates, owner of the Mill Plaza.	While the zoning change is complete, litigation and an extensive discovery process is presently under way. Litigation has been settled and the task is now COMPLETE.

- **Regain and enhance the integrity of Durham's traditional family neighborhoods.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Utilization of Disorderly House Ordinance as needed with problem properties.	DPD used this tool with success on Young Drive in spring 2014. It is more often than not threatened and use has not been necessary. A useful tool to have in the proverbial tool belt.	COMPLETE
Housing Standards Ordinance implementation	The DFD has been active in implementing the annual inspection program for rental properties. However, our second Inspector left the department this summer to take a Deputy Chief job in another community. This has caused a backlog in inspections as our existing staff of two in the department simply cannot keep up with demand. Health/safety inspections continue.	Between 2013 and fall 2015, a total of 1,784 inspections have taken place within off campus rental dwelling units (apartments) by the inspection division at the Durham Fire Department. The Fire Department staff has found 4,021 violations to date, of which 3,213 have been addressed by owners. There are 808 outstanding issues for which re-inspections are required/pending. The top five life/safety/health deficiencies include: 1 Egress/Escape

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		<p>2 Detection/Alarms (smoke/co) 3 Electrical violations 4 Separation from hazards 5 Fire Protection Systems not being property maintained (fire alarms/sprinklers)</p> <p>Durham's Housing Standards Ordinance is serving the purpose for which it was intended -- to make living conditions much safer for inexperienced students as well as adult tenants living off campus in the broader community.</p> <p>I believe we can drop from the goals list moving forward.</p> <p>COMPLETE</p>
<p>Respond to rental housing complaints, noise issues, trash, behavior problems through the Code Enforcement Office, Fire Dept., and now as well through the new Problem Oriented Policing (POP) Officer funded in part through a U.S. Department of Justice grant.</p>	<p>The new POP Officer has enabled the Town to be much more proactive in addressing problem properties in concert with the Code Office and the DFD.</p> <p>There were fewer noise complaints in 2014 and 2015 is tracking last year. It is recommended that the Town continue to fund the POP officer position when the COPS grant ends in FY 2016.</p>	<p>ONGOING</p>
<p>New construction downtown continues to pull students from Durham's traditional family neighborhoods.</p>	<p>There are fewer students living within Durham neighborhoods resulting in fewer complaints from neighbors and the opening up of affordable housing stock for traditional families.</p>	<p>While the economics around this continue, I would consider the issue COMPLETE.</p>

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

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
<p>Construct, occupy, and finance new Town Hall at 8 Newmarket Road.</p> <p>Redevelop 15 Newmarket Road to offset cost of new Town Hall project.</p>	<p>New Town Hall Complete. LEED Silver Certification Received.</p> <p>Former Town Office site was sold in summer 2015 for \$650,000. The new owner is presently planning an est. \$600,000 investment in the building while maintaining it as an integral part of the Historic District. I recommend we let this project proceed through the normal course and drop from the goals list.</p>	<p>A short list of punch list items remain.</p> <p>We anticipate an application being submitted for the redevelopment of the former Town Office site this fall/winter.</p> <p>COMPLETE</p>
<p>Identify short and long-range plans for Durham Fire Department location.</p>	<p>UNH has indicated informally that the DFD can remain in its present location for the foreseeable future.</p> <p>Durham will engage with UNH in 2015/16 as part of its renegotiation of the Fire Services Agreement with to determine acceptable duration/terms for remaining in place.</p> <p>Most recently, UNH has been working with the Durham Fire Department to evaluate alternative sites on the west side of campus.</p>	<p>A this time, a long-term solution still remains outstanding. The future site is being discussed now in terms of Town/Gown Agreement discussions.</p> <p>ONGOING</p>
<p>Develop expansion plan for Durham Police Department to meet needs of department for long-term.</p>	<p>The DPD is in need of expansion to adequately meet the needs of the Town.</p>	<p>An RFP was issued and Architect Bill Schoonmaker was selected to design an expansion at the existing Dover Road location. We await his findings. A 2017 construction project is likely but would be dependent upon a successful referendum vote as the total cost will in all likelihood exceed \$1 million.</p> <p>ONGOING</p>
<p>Enhance management of Churchill Rink and consider long-term plans for possible capital</p>	<p>New (used) ice making equipment was installed at the rink following a \$120,000 total project cost and</p>	<p>While the Parks & Rec. Dept. will evaluate the</p>

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improvements.	the facility is fully operational.	contract-out option once again for the 2016/2017 season, I would consider this item as being COMPLETE.
<p>Proactive stewardship of Wagon Hill Farm.</p> <p>Conduct an updated report of the conditions and significance of the barn and farmhouse at Wagon Hill Farm.</p> <p>Parking expansion by 7-8 spaces in the upper parking area.</p> <p>Shoreline restoration.</p>	<p>Since the Town purchased Wagon Hill Farm in 1989, the barn and farmhouse have received minor, mostly cosmetic, repairs. In order to preserve and retain these historical assets, an updated assessment is necessary.</p>	<p>The DPW and P&R Departments have been much more mindful of stewardship needs at WHF. This has led to programming decisions that are more respective of the parcel.</p> <p>No time has allowed further review of improving the farmhouse/barn.</p> <p>Expansion of the upper parking lot is COMPLETE.</p> <p>Durham is pursuing a \$170,000 allocation from the Eversource Seacoast Reliability Project for WHF shoreland restoration, as well as use of the L. Brown Trust for 2016 as proposed in the FY 2016 budget.</p>

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

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Master Plan Update	<p>Durham’s last Master Plan was written in 2000. The Town commenced an update in 2011 with a citizen engagement process that included a public forum and community survey. A Master Plan Advisory Committee was formed at that time to assist the Planning Board in overseeing the process. Significant headway was made in 2015 with the following ten chapters being endorsed in summer 2015 by the Planning Board: Agricultural Resources, Downtown and Commercial Core, Energy, Economic Development, Historical</p>	<p>In November 2015, the Planning Board adopted the first 10 chapters.</p> <p>We are targeting the future land use section for 2017, funding permitting.</p> <p>COMPLETE</p>

	Resources, Natural Resources, Recreation, Community Character, Housing and Demographics, and Land Use (Existing).	
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- **Strengthen the community and enhance its social capital by supporting an array of recreational, artistic, and educational opportunities, and by celebrating and sustaining Durham’s history and natural setting and initiatives that promote public transportation options, including safe walking and biking.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Durham Parks & Recreation has initiated an exciting array of programs and collaborative opportunities by itself as well as with the ORCSD and other partners.	Programs have included wellness programs for all ages and activities to expose and introduce residents to Durham’s amazing array of natural resources.	While there is more work to do and improvements to make for the future, overall, desired goals for the year are COMPLETE.
Development of an inventory of Town-owned lands for more efficient management and utilization of properties by residents, boards, and committees.	The project has been on the “to do” list for several years.	A very useful draft inventory was created and vetted with the Parks & Recreation Commission, Conservation Commission, and Land Stewardship Committee. It can be refined and improved upon as time goes on. COMPLETE
Stewardship plans are being developed by Ellen Snyder for a number of properties in Durham.	Through the development of these plans, we hope to better manager our various Durham lands.	Ellen Snyder has met with DCC and Mike Lynch and I am pleased to report that as of this date, 5 additional plans were completed in 2015: <ul style="list-style-type: none"> • Smith Chapel • Stolworthy • Durham Public Library • Mill Pond - the Milne property, Mill Pond Park, and dam in one notebook since it is the same pond • Town Landing and General Sullivan-- combined 4 parcels in one notebook as they are all connected below the dam. While we plan to engage Ms. Snyder to undertake plans for additional properties, this item for 2015 is COMPLETE.

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

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

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Develop and approve and adopt a budget for FY 2016 that is consistent with the Council's fiscal goal (see above).	The Council goal was outlined for staff and departments were tasked with evaluating possible new revenue sources.	This goal was accomplished. COMPLETE
Maintain Aa2 Moody's bond rating from 2013.	Maintain Durham's stable financial position through prudent planning, conservative projections, adequate fund balance, and sound financial practices.	We maintained Durham's AA2 bond rating in 2015 for this year's debt issue. COMPLETE
Defend utility appraisals (PSNH, Fairpoint, Unitil) dating to 2013 statistical update-related abatement requests.	Utility appeals ongoing.	The assessing office and legal counsel have been busy in this area. The class action litigation will likely extend to 2016/2017. ONGOING
Negotiation of successor CBA's with DPFFA (firefighter union) and AFSCME (public works union) units.	Negotiations commenced in the fall 2015 with these two units.	A Tentative Agreement has been reached with the AFSCME unit in December 2015. ONGOING
Engage with Eversource relative to route and impact of Seacoast Reliability Project.	Discussions with Eversource and UNH have been ongoing concerning this project since the start of 2015. Efforts have been made to mitigate the visual impact of new lines/poles in Durham to include	Every 2 to 4 week meetings have been ONGOING since late-spring. Positive progress is being made. We anticipate Eversource will formally file with the NH SEC in the first quarter 2016. UNH has been

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	<p>burying the line as it crosses Main Street in the vicinity of the Durham/UNH RR Station.</p> <p>The project will potentially add upwards of \$35 million to Durham’s tax base and <u>make the Durham Point Road distribution system more resilient during times of severe weather.</u></p> <p>Mike Lynch is also exploring the creation of a pedestrian path as part of the project within the utility ROW for Durham residents. Such a path would move forward a vision developed by John Hatch decades ago for a north-south walking trail across Durham to the Great Bay.</p>	<p>an outstanding partner in working on behalf of the host community as part of this set of discussions with Eversource.</p> <p>ONGOING</p>
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• **Identify and address the needs of our citizens to ensure they are well-served by the Town.**

<u>Task/Project</u>	<u>Description</u>	<u>Status</u>
Master Plan Update Process	The Master Plan Update process has done much to solicit ideas and goals for Durham’s future as part of ten topical areas that are largely complete at this time. (See details about chapters address in prior sections of this document.)	COMPLETE
Surveys	<p>The Ag. Commission is undertaking a survey on the Farmers Market for 2015. Few other surveys have been undertaken.</p> <p>Survey use by residents of DCAT/DCAT-on Demand.</p> <p>Survey by Energy Committee on three topics: Transportation, Housing, and Renewable Energy. The Energy Committee will target Housing this winter/spring.</p>	ONGOING
Availability of the Administrator and departments	We strive to be accessible to residents who have	Staff is extraordinarily accessible to citizens and

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to meet with and discuss issues of interest/concern with residents on an as needed basis.	concerns they would like to discuss.	committee members. While this is an ongoing topic, I would consider this standard practice and therefore COMPLETE.
Council Public Comment Period	The Town Council regularly receives feedback from residents at meetings about items of interest/concern.	ONGOING

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

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