


October 8, 2018

TOWN OF CANDIA
ROAD AGENT'S REPORT
Month of September 2018

Work Summary:

- Shoulder work on various roads due to heavy rains in August
- Grading on Tower Hill Road, Flint Rd., Podunk Rd., Currier Rd., and Donovan Rd.
- Patching was done as needed
- Graded and seeded the fill from the Adams Road project at the Brown Rd. pit
- Culvert cleaning was done due to beaver activity on Podunk and Brown Roads.


Dennis Lewis, Road Agent



Offenses (State Law) By Month

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>TOTALS</u>
FSA - Sexual Contact - Victim	0	0	0	0	0	0	0	0	1	1
Simple Assault; Physical Conta	0	0	0	0	0	1	0	0	0	1
Simple Assault; BI	0	0	0	0	2	0	0	0	0	2
DOMESTIC VIOLENCE	0	0	0	0	0	0	1	0	0	1
DV; Simple Assault; Physical C	0	0	0	0	1	0	2	0	1	4
Criminal Threatening - Conduct	0	1	0	0	0	0	0	0	0	1
Criminal Threatening - conduct	0	0	0	0	1	0	0	2	0	3
Stalking	0	0	0	0	0	1	0	0	0	1
Theft by Unauthd Taking \$0-\$10	0	0	0	0	0	0	1	0	0	1
Willful Concealment, theft	0	0	0	0	0	0	1	0	0	1
Theft by Unauthd Taking \$0-\$10	1	1	1	1	0	0	0	0	1	5
Forgery Govt Instrument, Check	0	0	1	0	0	0	0	0	0	1
Theft by Deception \$0-\$1000	0	1	0	0	0	1	0	0	0	2
Theft by Deception \$1501+	0	0	0	0	0	0	1	1	0	2
Credit Card Fraud, \$0-\$1000	0	0	0	1	2	0	0	0	0	3
Identity Fraud; Obtain Persona	0	1	0	0	0	1	1	0	0	3
Identity Fraud; Pose to get In	0	0	0	0	0	0	0	0	1	1
Criminal Mischief	1	0	0	1	0	0	0	0	0	2
Criminal Mischief	1	1	1	0	0	0	1	1	0	5
Cntrl Drug: Sched 1 - 4; Posse	0	0	0	0	0	0	0	0	2	2
BENCH WARRANT-ELECTRONIC	0	0	1	0	0	0	0	0	0	1
Cruelty to Animals; Negligent	0	0	0	0	0	0	1	0	0	1
Issuing Bad Checks \$1001-\$1500	0	0	0	0	0	0	0	1	0	1
Loitering or Prowling	0	0	0	0	0	1	0	0	0	1
Riot	0	0	0	0	1	0	0	0	0	1
Disorderly Conduct	0	0	0	1	0	0	1	0	0	2
DRIVING WHILE INTOXICATED	0	0	0	0	0	0	1	0	0	1
DUI - impairment	0	0	0	0	1	0	0	0	0	1
DUI 2nd or 3rd; Impairment	0	0	0	1	0	0	0	0	0	1
PROTECTIVE CUSTODY OF INTOXICA	0	0	0	0	0	1	0	0	0	1
BENCH WARRANT-ELECTRONIC	0	1	0	0	0	0	0	0	0	1
Criminal Trespass	0	0	0	1	0	1	1	0	1	4
Assist Other Agency	0	0	0	0	0	1	0	0	0	1
Unlawful Activities; Litter Co	1	1	1	1	0	0	1	0	0	5
Violation of Protective Order	0	1	0	0	1	0	1	0	0	3
Littering; Penalty	0	0	0	0	0	0	0	1	1	2
Procuring Dog License; Tag	0	1	0	0	0	0	0	0	0	1
Dog; Menace, Nuisance, Vicious	1	0	1	0	1	2	0	0	1	6
BENCH WARRANT-ELECTRONIC	0	2	0	0	0	0	0	0	1	3
Breach of Bail	0	0	0	0	1	1	1	0	0	3
Arrest Without a Warrant (Fugi	0	1	0	0	0	0	0	0	0	1
Obstruct Govt Administration	0	0	0	0	1	0	0	0	0	1
Hindering Apprehension/Prosecu	0	0	0	0	1	0	0	0	0	1
DOG RUNNING AT LARGE-Candia T.	1	1	0	4	1	3	0	0	0	10
POLICE INFO	0	0	0	0	0	0	0	1	0	1
Conduct After; Property Damage	0	0	0	0	0	1	0	0	0	1
Suspension of Vehicle Registra	0	1	0	1	0	0	0	0	0	2
Unregistered Vehicle	0	0	0	0	0	1	0	0	0	1
License Reqd; Op w/o Valid Lic	0	1	0	0	0	0	0	0	0	1
Drive after Rev/Sus	0	0	0	1	1	0	0	0	0	2
Drive after Rev/Suspension	0	1	1	2	0	1	0	0	0	5
Conduct After Accident	0	0	0	0	0	0	1	0	0	1
Failure to Dim Lights	0	1	0	0	0	0	0	0	0	1
Speeding 11-15 mph over 55 lim	0	0	0	0	1	0	0	0	0	1
Speeding 16-20 mph over 55 lim	0	0	1	0	0	0	0	0	0	1
Reckless Operation	0	0	0	0	1	0	0	0	0	1

Offense Listing
01/01/2018 - 09/30/2018

10/08/2018

APPEAL OF ADMINISTRATIVE LICEN	0	0	0	0	1	0	0	0	0	1
Arrest - Bench Warrant	0	0	1	0	0	0	0	0	0	1
TOTALS	6	17	9	15	18	17	16	7	10	115

No Crime Incident Event Breakdown

Event	Description	Total	%
911	911 Hang Up	0	00.0
ACP	Animal Complaint	4	01.6
AFE	Assist Fire/EMS	2	00.8
AIM	Aided Motorist	1	00.4
AL	ALARM	0	00.0
AOA	Assist Other Agency	18	07.4
ASC	Assist Citizen	23	09.5
BEA	BEAS Investigation	0	00.0
CF	Dog License Civil Forfeiture	0	00.0
CIN	Child In Need of Services	0	00.0
CIV	Civil Standby	1	00.4
CRA	Cruiser Accident	0	00.0
DCF	Discharge Firearm	0	00.0
DCI	DCYF Investigation	0	00.0
DIS	Disturbance	6	02.5
FPR	FOUND PROPERTY	1	00.4
IEA	INVOLUNTARY EMERGENCY HOSPITALIZATION	0	00.0
JUV	Juvenile Complaint	3	01.2
LPR	Lost Property	7	02.9
MED	Medical Call	0	00.0
MIP	Missing Person	0	00.0
MVC	MOTOR VEHICLE COMPLAINT	2	00.8
NC	Noise complaint	0	00.0
NED	Neighbor Dispute	1	00.4
NO	NOTIFICATION	2	00.8
NTO	No Trespass Order	0	00.0
OD	DRUG OVERDOSE	1	00.4
OHR	OHRV COMPLAINT	3	01.2
OTH	Other	1	00.4
PIN	Police Information	56	23.0
RAD	RADAR ENFORCEMENT	0	00.0
RH	Road Hazard	0	00.0
RPO	RETURN PROPERTY TO OWNER	0	00.0
SC	SHOOTING COMPLAINT	1	00.4
SDA	Suspected Drug Activity	1	00.4
SDT	Sudden Death	1	00.4
SEC	SECURITY CHECK	3	01.2
SGA	Suspected Gang Activity	0	00.0
SP	SERVE PAPERS	62	25.5
SPA	SUSPICIOUS ACTIVITY	7	02.9
SPM	SUSPICIOUS MOTOR VEHICLE	2	00.8
SPP	SUSPICIOUS PERSON	0	00.0
SUI	SUICIDE	2	00.8
SX	Sex Offender Registration	23	09.5
TE	Traffic Enforcement	0	00.0
TRU	Truancy	0	00.0
VIN	VIN VERIFICATION	0	00.0
WB	Well Being Check	6	02.5
---	Not Specified	3	01.2

Grand Total: 243

**Candia Volunteer
Fire Department
11 Deerfield Road
Candia, NH 03034
603-483-8588
603-483-0252 fax**

Memo

Date: October 8, 2018
To: Board of Selectmen
Re: Monthly Report

SEPTEMBER 2018 HIGHLIGHTS

- 1. Regular Truck and Building Maintenance
- 2. Forcible Entry
- 3. Knots and Rigging Training
- 4. EMS Training

Candia Volunteer Fire Department

Departmental Activity

Current Period: 9/1/2018 to 9/30/2018, Prior Period: 9/1/2017 to 9/30/2017

00:00 to 24:00

All Stations

All Shifts

All Units

Fire Alarm Responses, Dispatch/Remote Responses, Training Classes,
 Activities (Non-Incident), Occupancy Inspections and Activities, Hydrant
 Insp/Repairs, Hydrant Flow Tests, Equipt Maint/Testing, Departmental Events

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Dispatch/Remote Station Incident*				
EMS Incidents	0	0.00	0	0.00
NFIRS Incidents	0	0.00	0	0.00
	0	0.00	0	0.00
Fire Alarm Situations				
Chemical release, reaction, or toxic	1	0.57	0	0.00
Emergency medical service (EMS) Incident	14	42.66	20	62.61
False alarm and false call, Other	1	0.75	1	0.25
Good intent call, Other	1	1.50	1	0.90
Hazardous condition, Other	1	4.15	0	0.00
Medical assist	0	0.00	1	2.68
Mobile property (vehicle) fire	0	0.00	1	5.52
Overpressure rupture from air or gas (no	2	140.38	0	0.00
Overpressure rupture from steam (no	0	0.00	1	2.10
Rescue or EMS standby	0	0.00	1	1.50
Steam, Other gas mistaken for smoke	1	2.50	0	0.00
System or detector malfunction	2	3.50	1	2.88
Unintentional system/detector operation	0	0.00	1	2.68
Wrong location, no emergency found	0	0.00	1	0.30
	23	196.01	29	81.42
Non-Incident Activities				
Association Event	25	114.00	31	162.00
Duty Sunday	6	10.00	12	36.00
Equipment upkeep	1	2.50	0	0.00
Fire Permits (Forestry)	4	5.00	8	10.00
Mutual Aid Call	0	0.00	4	2.68
Public Relations	3	15.00	0	0.00
Station Standby - Town Coverage	4	14.00	3	8.00
Station Work	1	2.00	1	3.50
	44	162.50	59	222.18

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

Candia Volunteer Fire Department

Departmental Activity

Current Period: 9/1/2018 to 9/30/2018, Prior Period: 9/1/2017 to 9/30/2017

00:00 to 24:00

All Stations

All Shifts

All Units

Fire Alarm Responses, Dispatch/Remote Responses, Training Classes,
Activities (Non-Incident), Occupancy Inspections and Activities, Hydrant
Insp/Repairs, Hydrant Flow Tests, Equipt Maint/Testing, Departmental Events

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Training				
Administrative Procedures	0	0.00	15	30.00
Combined Operations	0	0.00	13	35.75
Forceable Entry	11	26.50	0	0.00
	11	26.50	28	65.75

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

September, 2018 Building Activity Report Summary

	September 2017	September 2018
Permits Issued	37	29
New Code Enforcement Cases	0	0
Open Code Enforcement Cases	3	6
Code Enforcement Cases Closed	0	0
Inspections Performed	86	128
CO's/CC's & Closed Permits	19	45
Renewed Permits	3	6

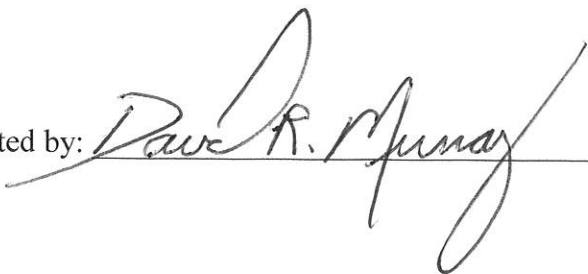
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Revenue September, 2017
 $\$2,913.00 + \$90 \text{ Renewals} + \$77.00 \text{ for Additional Sq Ft BP} - \text{Total} = \$3,080.00$

Revenue September, 2018
 $\$2,621.00 + \$615.00 = \$3,236.00$

Revenue YTD, 2017
 $\$12,938.88 \& \$3,080.00 = \$16,018.88$

Revenue YTD, 2018
 $\$17,767.40 + \$3,236.00 = \$21,003.40$

Submitted by:  Date: 10/8/2018

September 2018

INSPECTION BREAKDOWN Including CO's

Commercial, Mixed, L1, L2

Roof (RF)	1
Assembly (POA)	1

Residential

Building (BP)	29
Chimney (CH)	2
Demo (DE)	2
Electrical (EL)	15
Fireplace (FP)	1
Gas Piping (GP)	6
Plumbing (PL)	9
Mechanical (ME)	1
Roof (RF)	1
Oil Burner (OB)	2
Pool (PO)	1
Gas Burner (GB)	4
Gas Tank (GT)	3
Septic (SE)	2
Siding (SI)	1
Sprinkler (SP)	1
Finals/CO's	46

Total Inspections: 128

BREAKDOWN PERMITS ISSUED

Permit's issued Breakdown

Building (BP)	5
Electrical (EL)	3
Demolition (DE)	1
Gas Piping (GP)	5
Plumbing (PL)	4
Mechanical (ME)	
Gas Burner (GB)	3
Gas Tank/Underground (UT)	3
Oil Burner (OB)	2
Roof (RF)	1
Septic (SE)	1
Solar (SO)	1

Total Permits: 29

September 2018

The Waste Management bill for the Municipal Solid Waste has not yet arrived.

Recyclables

Mix paper – 11 bales = 17,348 lbs. = 8.67 tons

Cardboard – 10 bales = 13,966 lbs. = 6.98 tons

#1- #7 plastics – 2 bales = 2519 lbs. = 1.26 tons

Aluminum cans – 2 bales = 1,548 lbs. = .77 ton

Tin cans – 1 bale = 1,201 lbs. = .60 ton

There were 26 bales created that weighed 36,560 lbs. or 18.28 tons.

On 9/14 - 1 load of scrap metal was marketed and recycled; the totals are not yet available.

On 9/14 – 1 load of high grade dirty Aluminum was recycled and also 1 load of #1 steel and Cast Iron were also recycled; those totals are not yet available.

On Saturday Sept.22nd we held our Household Hazardous Waste Day event, it was a successful well attended event.

On 9/28 – there were 111 tires recycled.

On 9/28 – the Electronics container was swapped out for recycling; the totals are not yet available.

On 9/28 approx. 19,000 lbs. of #1-#7 plastics were marketed; the totals are not yet available.



Stantec Consulting Services Inc.
5 Dartmouth Drive, Suite 200, Auburn, NH 03032
Tel: (603) 669-8672. Fax: (603) 669-7636

October 8, 2018
File: 191711219

Attention: Mr. Carleton Robie, Chairman
Candia Board of Selectmen
Candia Town Hall
74 High Street
Candia, NH 03034

**Reference: Proposal for 2019 GMP and Sarra Well Water Quality Monitoring
Candia Town Landfill, 119 New Boston Road, Candia, NH
NHDES Site #198400082, Project #1748**

Dear Mr. Robie,

Stantec Consulting Services Inc. (Stantec) is pleased to present this proposal for the completion of various water quality sampling and reporting tasks required under Groundwater Management Permit (GMP) #GWP-198400082-C-004 for the above-referenced property (the Site). The proposal also includes tasks related to the sampling of the supply well on the adjoining Sarra property, as requested by the Town. As we have discussed, this proposal does not include further sampling of the landfill wells for per- and polyfluoroalkyl substances (PFAS), which may be requested by the New Hampshire Department of Environmental Services (DES) based on their detection at the site during the 2018 sampling event. The Site location is depicted on Figure 1 (attached). Sampling locations are depicted on Figure 2 (attached). A copy of the GMP is also attached. The remainder of this proposal includes a definition of the scope of work, a cost estimate, and a project schedule.

PROPOSED SCOPE OF WORK

1. GMP Water Quality Sampling and Reporting

On May 8, 2015, the New Hampshire Department of Environmental Services (NHDES) issued GMP #GWP-198400082-C-004 for the Site. The current GMP remains in force for a 5-year period and expires on May 7, 2020. Per the GMP, the sampling program for 2018 includes the collection and analysis of groundwater and surface water samples as indicated in the table below. Sample locations are provided Figure 2 (attached).

Monitoring Locations	Sampling Date	Parameters	Reporting Requirements
C-1, C-3, C-4 and SW-1	April 2019	Specific conductance @ 25°C, pH, chloride, nitrate, total Kjeldahl nitrogen (TKN), iron, manganese, arsenic, and static water level elevation (in the monitoring wells)	Data Submittal due within 45 days of sampling



October 8, 2018
Mr. Carleton Robie, Chairman
Page 2 of 5

**Reference: Proposal for 2019 GMP and Sarra Well Water Quality Monitoring
Candia Town Landfill, 119 New Boston Road, Candia, NH**

As required by the GMP, samples for metals analysis collected from overburden monitoring wells (C-1, C-3, and C-4) will be analyzed for dissolved metals, and so will be field filtered using a 0.45-micron filter before being placed in properly preserved laboratory-supplied containers. The surface water sample (SW-1) and water supply well sample (Sarra well, see below) will be analyzed for total metals, and will not be field filtered. Samples will be analyzed by a New Hampshire-certified laboratory.

The GMP requires the submittal of a data submittal within 45 days of the sample date. The submittal will include laboratory reports, figures, and tables summarizing the collected data.

2. Sarra Well Water Quality Sampling and Reporting

As requested by the Town, sampling of the adjacent Sarra residential supply well at 133 New Boston Road will be conducted concurrently with the proposed GMP sampling under Task 1. A sample will be collected from an exterior spigot or, if a spigot is not available, an interior faucet. Prior to collecting the water sample, the water piping will be purged by running the faucet or spigot for a minimum of ten (10) minutes. The sample will then be collected in laboratory-supplied containers and will be transported to a New Hampshire-certified laboratory for analysis of the same parameters required by the Site's GMP for the sampled landfill wells and surface water location (see table above). The results of the analysis will be included in the data submittal prepared under Task 1. Copies of the laboratory results will be provided to the property owner.

PROJECT COSTS

Work conducted under this contract will be billed on a time and materials basis in accordance with Stantec's fee schedule in effect at the time the work is conducted. Stantec's estimated cost to complete the work is as follows:

1. April 2019 GMP and Sarra Well Sampling:	\$2,875.00
2. 2019 Data Submittal:	<u>\$1,275.00</u>
Total	\$4,150.00

Should actual incurred labor and expense costs exceed the budget estimate, you will be contacted for approval before any costs beyond the budget estimate are billed. This cost is predicated on the assumptions listed below.

Assumptions

The work scope and schedule described above are contingent upon the following assumptions:



October 8, 2018
Mr. Carleton Robie, Chairman
Page 3 of 5

**Reference: Proposal for 2019 GMP and Sarra Well Water Quality Monitoring
Candia Town Landfill, 119 New Boston Road, Candia, NH**

1. Monitoring locations are serviceable and can provide a quality sample. This proposal does not include costs for repairing/replacing monitoring wells or establishing new surface water sample locations.
2. Stantec will be provided access by the Town of Candia to complete the proposed water quality monitoring in April 2018. Access to the Sarra property for the purposes of sampling the water supply well will be provided on the same date.
3. Changes to the scope by DES (such as PFAS sampling) or at the request of the Town may result in budget increases, depending on the modifications.

PROJECT SCHEDULE

Stantec proposes to complete the scope of work described in this proposal within the time frames described above.

PROJECT MANAGEMENT

David A. Allwine, a New Hampshire Professional Geologist, will serve as the Stantec project manager for this work. Ms. Leigh-Anne Sapienza will also be available to assist you should Mr. Allwine not be available.

ACCEPTANCE AND TERMS AND CONDITIONS

If this proposal is acceptable, please provide your authorization to begin work by signing below in the space provided and returning it to our attention via fax at fax number (603) 669-7636 or by email to dave.allwine@stantec.com. This work will be conducted in accordance with the attached Stantec Terms and Conditions, which are incorporated herein by reference.



October 8, 2018
Mr. Carleton Robie, Chairman
Page 4 of 5

**Reference: Proposal for 2019 GMP and Sarra Well Water Quality Monitoring
Candia Town Landfill, 119 New Boston Road, Candia, NH**

We appreciate the opportunity to continue working with the Town. If you have any questions, please don't hesitate to contact the undersigned.

Regards,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in black ink that reads "David A. Allwine".

David A. Allwine, PG
Senior Associate
Phone: (603) 206-7553
Cell: (603) 498-6135
Dave.Allwine@stantec.com

DAA:daa

Attachments: Figure 1 - Site Location Map
Figure 2 - Site Layout
GMP #GWP-198400082-C-004
Stantec Terms and Conditions

c. file

Smyth Bldg

Budget Smyth Memorial Building 2019

Property Maintaince Exterior	1200
Eversource	1100
Fuel	1600
Pelmac	240
Maintance Interior	2500
Electric Update	5000
Total	\$11640

Trustees have been in place since June of 2014

The following is a list of some of the restoration and maintenance we have done

1. had the slate roof repaired, replaced missing and broken tiles
2. restored all of the large windows
built custom storms and screens
3. killed all the poison ivy
4. cut down 3 trees
5. removed old shrubbery and stumps
6. filled and graded the front
7. painted the eaves
8. removed all of the old bathroom, including old tile floor
9. removed all of the old kitchenette
10. took up the glued down carpet in the basement
11. scraped the glue off the floor in the basement
12. took bookcases out of the basement
13. cleaned the basement, 10 years worth of collected debris, many trips to
the recycle center
14. removed book cases from back office
15. rebuilt the cove molding, window trim and window sills in the back
office
16. installed chandelier in office to match the front chandeliers
17. painted all the window trim
18. killed the vine growing on the building

19. trimmed the brush growth on the lower road

19. keep it mowed and shoveled

20. clean the furnace

21. keep it cleaned

Projects to be finished in 2018

1. remove basement storm windows

paint, scrape, repair windows and replace storms

2. restore basement door

3. repair front entrance

4. paint and repair metal railings

5. have chimney cap fabricated and installed



Town of Candia - 2019 Budget

Recurring Service Costs

Service	Monthly/Yearly	Quantity	Current Price	Proposed Price	Extended Proposed Price	Increase/Decrease	Notes
Managed Services PC	Monthly	27	\$45.24	\$47.05	\$1,270.35	\$48.87 / month	
Managed Services Server	Monthly	2	\$182.00	\$189.25	\$378.50	\$14.50 / month	Quantity will be reduced to 1 if the Office 365 Project is done. Saving \$189.25 per month
Remote Access Software	Monthly	3	\$0.00	\$5.00	\$15.00	\$15.00	
Desktop Remote Monitoring Agent & Anti-Virus	Monthly	27	\$7.50	\$7.50	\$202.50	\$0	
Server Remote Monitoring Agent & Anti-Virus	Monthly	2	\$25.00	\$25.00	\$50.00	\$0	Quantity will be reduced to 1 if the Office 365 Project is done. Saving \$25 per month
Backup Software Server Lease	Monthly	2	\$40.00	\$40.00	\$80.00	\$0	Quantity will be reduced to 1 if the Office 365 Project is done. Saving \$40 per month
Off-Site Backup	Monthly	2	\$87.50	\$87.50	\$175.00	\$0	Quantity will be reduced to 1 if the Office 365 Project is done. Saving \$87.50 per month
Spam Filtering	Monthly	35	\$1.50	\$1.50	\$52.50	\$0	
Office 365 G3 Mailbox and Software License (Paid directly to Microsoft)	Cloud	21	\$20.00	\$20.00	\$0	\$420.00	Includes 100GB mailbox, full Microsoft Office suite, legal hold, eDiscovery archiving

Upgrades

NOTE: Prices for hardware and software are estimated based on current pricing and availability. These are for budgetary purposes only and cannot be guaranteed beyond 90 days.

Device	Proposed Location	End User	Price	Qty	Ext Price	Notes
Microsoft Server 2016 Licensing	Town hall server rack	All	\$1,250.00	1	\$1,250.00	<ul style="list-style-type: none"> Current Server OS is coming to end of life Price includes Microsoft Server 2016 Standard and 15 User CALs
Server Upgrade Labor	Town hall server rack	All	\$7,950.00	1	\$7,950.00	<ul style="list-style-type: none"> Labor required for creating new server virtual machine and migrating current environment into new environment.
VMware Server Licensing	Town Hall	All	\$600.00	1	\$600.00	<ul style="list-style-type: none"> VMware vSphere licensing for up to 3 hosts License required for support of the ESXi operating platform
Synology NAS for Veeam Backups	Town Hall	All	\$850.00	1	\$850.00	<ul style="list-style-type: none"> Synology NAS with 12TB total storage
Office 365 Migration Labor	Town Hall	All	\$3,375.00	1	\$3,375.00	<ul style="list-style-type: none"> Setup new TOC account at Office 365 Verify all domains associated with current environment Perform maintenance on Exchange server and prep for initial sync and migration Configure Azure Active Directory Sync and kick off first sync of mailboxes Correct sync issues as they come up and confirm all mailboxes, calendars, contact lists are syncing Verify current (if any) email encryption services in place and document (if not) Identify all client software and hardware (printers/scanners) that may be using current email server - document for cutover steps. Run final sync on mailboxes Cutover DNS and test mailflow to Office 365 Update all PCs to connect to new Office 365 mailboxes Once mailflow is confirmed, decommission Exchange server from environment and verify healthy Active Directory
Microsoft Office Upgrade Labor (workstation)	Town Hall	All	\$950.00	1	\$950.00	<ul style="list-style-type: none"> Uninstall Office 2007 software from all TOC machines Install Office 365 software direct from portal Configure Outlook profiles and confirm signatures and roam cache have carried over Work with users to make sure their Excel and Word docs are opening and have what they need.
Total					\$14,975.00	

Town of Candia

2019 IT Projects

Server Recovery System Upgrades

Block 5 is proposing enhancing the town's backup and disaster recovery system in 2019. This new system offers a more robust set of features for quickly restoring individual files, folders and/or the entire server.

Currently the town uses a single primary production host server and a backup server. The backup server does allow us to recover the full environment in the event of a primary production host failure, but it also requires an average of 4 to 8 hours of scheduled downtime to move the virtual servers back to the primary production host. This is highly inconvenient for most departments and especially 24/7 departments.

Block5 is currently in the process of implementing a highly improved system across our client environments that allows for much faster recovery times and ensuring that users and systems are more highly available when needed.

We will repurpose your current backup server as secondary, production level host. We will then replicate all virtual servers running on your primary host to the secondary host. In the event of a failure on the primary host, we are able to recover your virtual servers on the secondary host within minutes of the failure, much faster than previously recovery times. With the new backups software, and because we are recovering to a production level host, the process of moving virtual servers back to the primary production host only requires a reboot – roughly 5 to 10 minutes of downtime.

Block5 will purchase and install an inexpensive NAS device for backup storage and will also replicate the data off-site as we currently do.

Virtual Server Operating System Upgrades

The town's servers are currently running Microsoft Server 2008 which is coming to end of life at the end of 2019. This means that Microsoft will no longer be providing security patches, leaving the operating system vulnerable to threats. This is a required upgrade.

During this upgrade, Block5 will need to work with multiple vendors to ensure a smooth transition for all applications and systems currently in place. These types of migrations require many hours of our time to properly plan and coordinate (roughly two weeks of labor spread out over a month's period of time).

Town of Candia

2019 IT Projects

Office 365 Email Migration

The town's email is currently hosted locally on an Exchange server. The Exchange server is coming to end of life in early 2020. Microsoft will no longer provide security patches or support.

Block 5 is proposing an email migration to Office 365

Moving your email to the Office 365 system will provide multiple benefits:

- No up-front investment (upgrading local exchange server = roughly \$3k + labor)
- One less server for monthly management and backup costs (roughly \$350 per month savings)
- Email, contacts and calendars that are always available, from anywhere, regardless of local power / internet status.
- Ability to remotely wipe town data from lost or stolen devices, protecting sensitive data.
- Full mailbox legal hold, eDiscovery and archiving for all mailboxes (with proper subscription)
- Larger mailboxes will allow email use to grow without the town having to purchase additional storage
- Latest version of Microsoft Office software.

Office 365 Software Upgrade

All workstations at the town are currently using Microsoft Office 2007 software which is end-of-life and not compatible with Office 365 cloud-based email. This is a required upgrade as using this software presents security issues and is also not compatible with Office 365 (or any newer exchange servers)

Purchasing Office 2016 outright through MS volume licensing would cost roughly \$350 per computer for a total of almost \$7,000.00. Office 365's monthly cost of \$20/month per user includes a 100gb mailbox, and the latest version of MS Office (currently Office 2016). At roughly 21 mailboxes, we estimate the town's monthly Office 365 subscription cost to be \$420 ($\$20 \times 21 = \420). With the removal of your exchange server and associated costs (roughly \$350), this is only a \$70 per month increase.

Town of Candia

2019 IT Projects

Project Labor

Item Name	Price	Extended
Server Upgrades Labor		7,950.00
Office 365 Migration Labor		3,375.00
Microsoft Office Upgrades Labor (workstation)		950.00
Labor Total		12,275.00

Project Purchases

NOTE: Prices for hardware and software are estimated based on current pricing and availability. These are for budgetary purposes only and cannot be guaranteed beyond 90 days.

Item Name	Price	Extended
Microsoft Server 2016 Licensing		1,250.00
VMware ESXi Server Licensing		600.00
Synology NAS w/ 12TB Storage for Backups of New Servers		850.00
Dell Optiplex with Intel Core i5, 8GB RAM, 128GB SSD and 3-Year Warranty for Dave Murray		850.00
New 24" Monitor for Dave Murray		150.00
Product Total		3,700.00

Renewals

Item Name	Price	Extended
Forticare for Fortiwifi 60D		383.90
Forticare for FortiAP 221B		34.65
Domain Registration & Renewal for townofcandia.org		24.20
Renewals Total		442.75



Exhibit A-1 Town of Candia - Managed Care On-Site Plan

Desktop / Laptop / MDT Maintenance - Helpdesk Support Services

- Unlimited **on-site and remote** support for **all users / divisions** during business hours.
 1. Users can call or email the support line at any point during business hours.
 2. Users can call in after-hours at no extra charge for critical (widespread systems) issues
 3. Remote support provided through screen-connect or LogMeIn Software using SSL encryption
 4. All requests (right to know, permission changes, etc.) can be directed through front-line support and will be dispatched to the appropriate team member
- Cross trained support team
 1. Our front-line support team is always sharing and documenting their support efforts with each other, so when you reach out for support, we always have the knowledge necessary to receive help quickly, from someone who understands your environment
 2. Your applications and their nuances are all documented in the B5 Wiki (encrypted and secure)
- Regular updates to business software
 1. As your software vendors release updates to their systems, B5 is there to coordinate for successful installation (IMC, Vision, BMSI, Firehouse, etc..)
- 24/7/365 Desktop Monitoring and Automated Optimization
 - Monitoring provided by self-hosted Connectwise Automate server
 1. Proactive alerting for critical PC functions (e.g.: High CPU, low disk space, failing drives)
 2. This allows B5 to catch issues before they snowball into larger problems.
 3. We will almost always know about a potential disk failure before you do, allowing us to take action before a user's system becomes unusable
 4. We will proactively reach out to clean systems, clear disk space, perform general maintenance.
 5. Our system will automatically clear out temp files that can slow a system down
- Scanning and Preventing/Cleaning Spyware/Viruses
 1. Webroot antivirus is our current AV solution
 2. B5 is continually evaluating security solutions and will switch vendors if a better solution becomes available. This is usually a 3 to 4-year cycle.
- Customized Automated Windows Security Update Schedule
 1. Each division can have its own dedicated, automated windows update patch schedule. E.g.: PD can have a customized desktop patching schedule with a different reboot windows and with different patching criteria (security and critical, automatically approved, etc.)
- 3rd Party software updates and security patching (e.g.: adobe products, java, etc.)
 1. B5 will automatically patch common 3rd party software with latest updates from vendors to stop vulnerabilities
- Printer management / Scan Management

Server Maintenance / Monitoring

- Unlimited **on-site and remote** server support 24/7 – Block5 will work on-site at no extra charge regardless of time of day to ensure servers are online and functional.
 1. Remote support provided through screen-connect or LogMeIn Software using SSL encryption
- 24/7/365 Desktop Monitoring and Automated Optimization
 - Monitoring provided by self-hosted Connectwise Automate server
 1. Proactive alerting for critical server functions (e.g.: High CPU, low disk space, failing drives, failing raid arrays, application errors
 2. This allows B5 to catch issues before they snowball into larger problems.
 3. We will almost always know about a potential disk failure before you do, allowing us to take action before a server becomes unusable
 4. We will proactively reach out to clean systems, clear disk space, perform general maintenance.
- Our system will automatically clear out temp files that can slow a system down Proactive alerting for critical server functions (High CPU, low disk space, disk errors, failed services, active directory errors, etc.)
- Customized Automated Windows Security Update Schedule
 1. Each division can have its own dedicated, automated windows update patch schedule. E.g.: PD can have a customized desktop patching schedule with a different reboot windows and with different patching criteria (security and critical, automatically approved, etc.)
- Real-time Backup Monitoring and Daily Backup Checks
 1. B5 engineer responsible for verification of successful backups and running test restores
- Disaster Recovery planning, implementation and testing
 1. B5 will work with you to periodically run full disaster recovery tests to ensure that systems will work properly in a failover event

Network Maintenance / Monitoring

- Unlimited **on-site and remote** support for firewalls, switches and WAPs during business hours. Block5 will work on-site at no extra charge regardless of time of day to ensure traffic is flowing optimally.
- 24/7/365 Network monitoring services
 1. Monitoring provided by self-hosted Connectwise Automate server
 2. Proactive alerting for critical network functions (bandwidth utilization, network errors, network availability)
- Regular updates to network device firmware to secure against vulnerabilities and to improve performance

Reporting and Documentation

- All client networks / Systems will be documented / diagramed and maintained in real-time.
- Documentation and Passwords to client systems (servers, firewalls, etc..) will all be stored in secure Block5 Wiki with 256-bit encryption and multi-factor authentication.
- Client will have access to their space within the Block5 Wiki for review and meeting collaboration
- System health reports generated on-demand or on schedule
- Ticket metrics / SLA reports generated on-demand or on schedule

Additional Included Management Services

- Vendor liaison services – we coordinate with ISP, software vendor, etc.
- Client / Provider meetings
 1. B5 conducts monthly CSAT (customer satisfaction) meetings to discuss support performance, outstanding / ongoing project work and to discuss upcoming needs
 2. Technology Budgeting / Hardware Lifecycle management is an ongoing process discussed at CSAT meetings
- Project / Consulting
 1. B5 leadership is always ready to plan and implement projects with clients. Whether a major upgrade to a key business application or a new server project, we will be there to plan for success and efficiency
- Inventory management is handled by our support and billing team.
 1. As monthly invoices are generated, we double-check to ensure we have an accurate count of systems.
 2. As new systems are added or removed, inventory is updated in real-time.
- Co-managed support request ticketing system
- Co-managed PC and Server agent for remote management and monitoring of client systems
- Antivirus software
- LogMeIn remote access software

Purchasing and Procurement services

- Assistance in assessing client hardware and software needs
 1. The majority of our clients purchase new assets (PCs, Servers, etc..) through B5. We have great vendor relationships, access to great pricing and will only provide systems that are proven.
- Free shipping unless Block5 is unable to avoid shipping costs
- Block5 will either drop-ship products directly or deliver personally

Allotments and Discounts

- 25% discount on all support labor not covered by contract
- 25% discount on all project labor
- Half the number of current workstations setup / replacements included yearly

Support Requests and Response times

- Emergency support requests must be initiated via the Block5 support phone line. The on-call technician is responsible to respond to client within 30 minutes, perform triage and escalate, if necessary, to higher level technician. Technician will be on-site within 4 hours if needed.
- Standard support requests are submitted via email, support portal or phone. Dispatch technicians are responsible to respond to client within 30 minutes and will coordinate with client to arrange on-site visits based on urgency of issues at hand.

Monthly Managed Service Rates

Item Name	Quantity	Price	Extended Price
Managed PC On-Site	27	\$47.05	\$1,270.35
Remote Monitoring Desktop Agent & Anti-Virus	27	\$7.50	\$202.50
Managed Server On-Site	2	\$189.25	\$378.50
Remote Monitoring Server Agent & Anti-Virus	2	\$25.00	\$50.00
Remote Access Software (per computer)	3	\$5.00	\$15.00
Monthly Total			\$1,916.35

* managed PCs, Servers and Offsite backup data usage is monitored monthly and changes will be reflected in monthly invoices.
 Please refer to section 5, paragraphs 3 and 4 of the main agreement.

Monthly Add-Ons Services

Item Name	Quantity	Price	Extended Price
Backup Software Server Lease	2	\$40.00	\$80.00
Off Site Backup	2	\$87.50	\$175.00
Spam Filtering	35	\$1.50	\$52.50

Out-of-Scope Hourly Labor Rates (25% discount)

Role	Standard Rate	Contracted Rate
On-Site – Level 1	\$95.00	Included
On-Site - Level 2	\$120.00	Included
Remote - After Hours - Level 1	\$95.00	\$71.25
On-Site - After-Hours Level 1	\$120.00	\$90.00
Remote - After Hours - Level 2	\$125.00	\$93.75
On-Site - After-Hours Level 2	\$150.00	\$112.50
Project Level 1	\$100.00	\$75.00
Project Level 2	\$130.00	\$97.50
Remote Support – Level 1	\$85.00	Included
Remote Support – Level 2	\$95.00	included

Term of Agreement

The term of this Agreement shall be for 12 months from the date of execution or effective date of this Agreement. This Agreement may be extended by additional written Agreement as an Addenda to this Exhibit. If at any point during the agreement, the prices increase for any service which the Provider resells, (including but not limited to: backups, remote monitoring, spam filtering, antivirus), the Provider reserves the right to pass these increases on the client.

If Client chooses to terminate this Agreement before the time period specified in this Agreement without adequate cause, Client understands that it will be liable for an early termination penalty equal to three (3) months managed services payments.

Service Addresses

Provider shall provide services for Client at the following address(es):

- 1) 74 High Street, Candia, NH 03034

Miscellaneous Terms

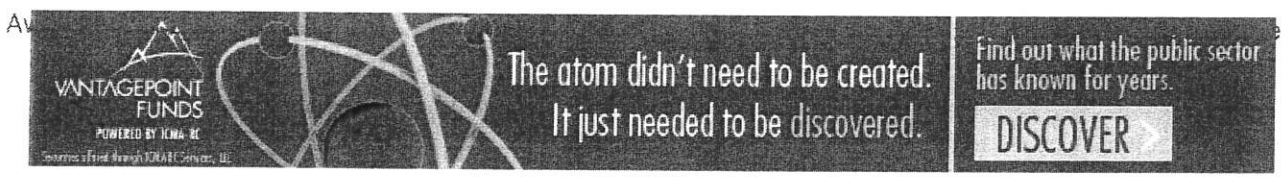
Any billable items not covered by this Agreement (non-critical after-hours user support and project labor) will be billed at 25% discount from standard hourly rates.

Customer Name Printed: _____

Customer Signature: _____

Date: _____


News & Features Video Data & Resources Research Events



On Retirement

2019 Social Security cost-of-living adjustment now expected to be 2.8 percent

Slightly lower estimate would still be the largest cost-of-living increase since 2012


 Sep 14, 2018 @ 1:02 pm
 By **Mary Beth Franklin**

337
Shares

It looks like Social Security benefits will increase by about 2.8% in 2019. Although that's down slightly from an earlier estimate, it still would be the largest benefit boost in seven years, according to The Senior Citizens League, a nonpartisan advocacy group representing more than 1 million retirees. Previously, the organization had projected a **3% increase** in Social Security benefits next year.



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Mary Beth Franklin:
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NEWS RELEASE

BUREAU OF LABOR STATISTICS
U. S. DEPARTMENT OF LABOR



Transmission of material in this release is embargoed until
8:30 a.m. (EDT) September 13, 2018

USDL-18-1453

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CONSUMER PRICE INDEX – AUGUST 2018

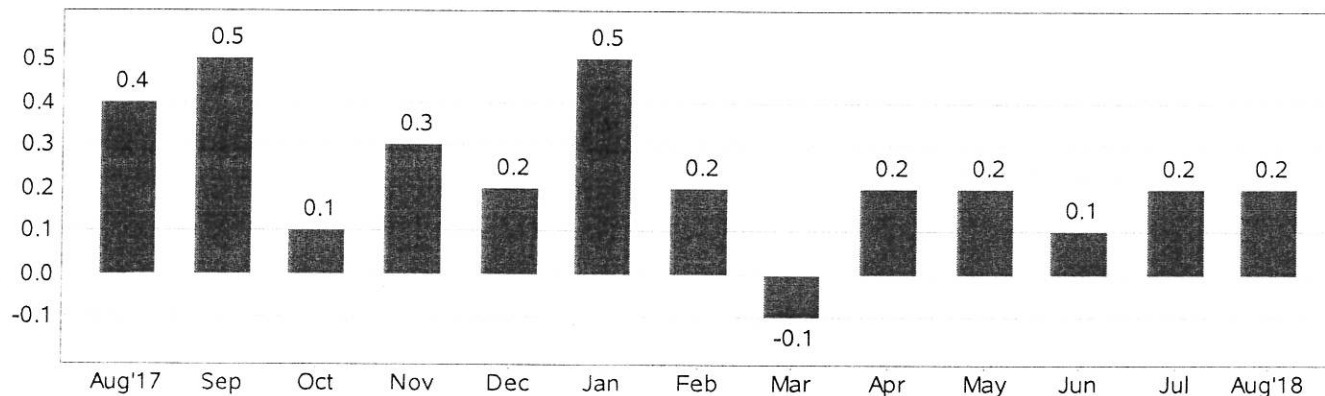
The Consumer Price Index for All Urban Consumers (CPI-U) increased 0.2 percent in August on a seasonally adjusted basis, the same increase as in July, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index rose 2.7 percent before seasonal adjustment.

Increases in the indexes for shelter and energy were the main contributors to the seasonally adjusted monthly increase in the all items index. The energy index increased 1.9 percent in August; a 3.0-percent increase in the gasoline index was the largest factor, but the other energy component indexes also rose. The shelter index increased 0.3 percent in August, the same increase as in July. The food index rose only slightly in August, with the index for food at home unchanged.

The index for all items less food and energy rose 0.1 percent in August, the smallest monthly increase since April. Along with the shelter index, the indexes for airline fares and used cars and trucks were among those that increased in August. An array of indexes declined, including apparel, medical care, communication, recreation, and personal care.

The all items index rose 2.7 percent for the 12 months ending August, a smaller increase than the 2.9 percent increase for the 12 months ending July. The index for all items less food and energy rose 2.2 percent for the 12 months ending August and the energy index increased 10.2 percent; these were both smaller increases than for the 12 months ending July. The food index increased 1.4 percent over the last 12 months, the same increase as for the period ending July.

Chart 1. One-month percent change in CPI for All Urban Consumers (CPI-U), seasonally adjusted, Aug. 2017 - Aug. 2018
Percent change



**Town of Candia
Board of Selectmen
Tel: 603-483-8101
Fax: 603-483-0252**

Memo

To: Board Members
From: Boyd Chivers
Date: October 3, 2018
Re: Contract to Appraise Fiber Optic Lines

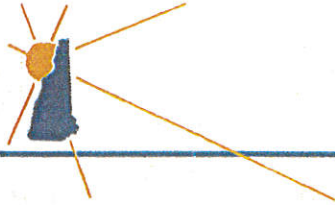
Our board recently considered a proposed \$2,000 contract with George Sansoucy, PE, LLC to perform an appraisal of the fiber optic lines running through Candia under the Rockingham Recreational Trail. The memo submitted in support of that recommendation indicated that both Epping and Raymond, towns through which the lines also run, each assess and collect property taxes from the respective utilities. The discussion resulted in a conclusion that our board is capable of making the assessment and our board declined to approve the contract. This memo will document my efforts to develop information that can support an assessment by our board independent of any outside assistance and will conclude with an alternative to a contract with Mr. Sansoucy that is a credible, viable, and less costly option.

Since that meeting I have:

- Contacted the Town of Epping to determine the basis for their assessment and was advised to contact George Sansoucy for that information.
- Contacted the Town of Raymond to determine the basis for their assessment and was advised to contact George Sansoucy for that information.
- Contacted the Town of Auburn and learned they will use the services of their contract appraiser, Avitar Associates, to perform the same appraisal.
- Contacted the NH DOT Bureau of Rails and Transit and determined the precise length of the Rockingham Recreational Trail in each of the following towns and then determined a unit value based on the relationship between assessed valuation determined by each town and the length of the fiber optic line for **one** utility (both utilities are assessed the same) in that town:

Town	Length of Railbed	Assessed Valuation	Unit Value
Epping	33,025.9'	\$368,400	\$11.15/ft
Raymond	29,952.1'	284,000	9.48

- Determined an average unit value of \$10.32 per foot and multiplied that by the distance through Candia, 25,468' for a resulting assessment of \$262,830. I then contacted our appraiser, Tammy Jameson, and learned that she does not feel the basis for this assessment is supported by sufficient data and that she will not defend a proposed assessment before Superior Court or BTLA if challenged. The projected assessment for both utilities in Candia using this method: \$525,660.



Avitar Associates of New England, Inc.
A Municipal Services Company

October 3, 2018

**Town of Candia
Board of Selectmen
74 High Street
Candia, NH 03034**

Re: Assessment AT&T & Sprint Fibre Optic Conduit Along Rail Bed

Dear Board Members:

As I explain to Mr. Chivers on the phone, the assessment of telephone real property is limited to telephone poles and conduit and the methodology is established in law. As such, the assessment for property tax purposes is pretty straight forward. As we will not have accurate data until the telephone companies respond to our request, no assessment will be ready for your 2018 MS-1 submission. As such, it will need to be assessed and then a supplemental tax will need to be issued.

Avitar will be happy to assist you in with this assessment, as follows:

1. Contact AT&T and US Sprint and request information regarding size and length of conduit.
2. Establish the assessment as prescribe by law based on that data.
3. If no data provided by 1/1/19, Avitar will provide an estimated value for the town to issue a supplemental tax bill for each telephone company.
4. Avitar will provide a letter as to how the assessment was developed for the towns records.
5. If appealed, Avitar, via Gary Roberge, will assist the town in response to any abatement, as well as defense of the assessment for any appeal. This will be at a per diem rate of \$150/hour.

The fee to establish the 2018 assessment with the data provided or estimated based on the actual length and estimated conduit size will not exceed \$450.00.

If this is agreeable to you, simply sign this agreement and I will start the process. Thank you for this opportunity to assist you.

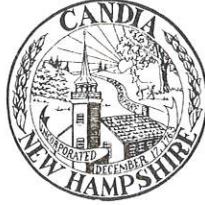
Sincerely,



Gary J. Roberge, Avitar Associates

Board of Selectmen Acceptance:

Date: _____



Town of Candia
LAND USE OFFICE
Candia, New Hampshire 03034
(603) 483-8588

October 2, 2018

Board of Selectmen
Town of Candia
74 High Street
Candia, NH 03034

RE: Request for appointment

Dear Board of Selectmen,

Please accept this letter of interest as a formal request for consideration by the Board of Selectmen for the recommendation of Mr. Mark Raumikaitis of 34 Douglas Drive to serve as an alternate member of the Zoning Board of Adjustment. His appointment would expire as of October 8, 2021.

We all look forward to having Mr. Raumikaitis serve as an alternate on the Zoning Board of Adjustment for the next three years and graciously ask for your approval.

We respectfully submit on behalf of Mark Raumikaitis with approval from the entire Zoning Board of Adjustment per the minutes of September 25th, 2018.

Sincerely,

Bob Petrin,
Chairman

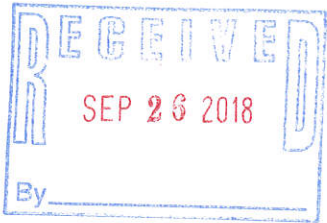
Enc.

1. Copy of Mr. Raumikaitis's letter to the Zoning Board of Adjustment received September 25th, 2018.
2. Copy of unapproved Zoning Board of Adjustment minutes from September 25th, 2018.

Cc: File

9/25/18

LOOK
PLEASE READ



SY
RD C.R.
[Signature]

Land Use Office
Town of Candia

oct 8th Bos mtg?

yes
[Signature]

To whom it may concern;

I am interested in the alternate position on the Zoning Board of Adjustment. I have been a resident of Candia for 4 years.

I have previous Board experience in another community serving on the Timberlane School Budget committee and on the Timberlane School Board (1990's).

I am a licensed NH Home Inspector and a licensed NH Septic System Evaluator.

I have prior building and sub division development experience with CJR Development (2005-2010)

Thank you
Mark Raumikaitis
34 Douglas Dr
Candia NH 03034
603-235-9216

A large, stylized handwritten signature in black ink, appearing to read "Mark Raumikaitis".

509 The Board complimented the Richter's lawyer and said he was very good. I. Byrd commented he works
510 for Charlie Tucker who specializes in land use and wrote a lot of the land use ordinances in this state. You
511 want to create two lots out of one lot, how do they comply with the zoning and that's what it came down
512 to for me. Have we had decisions like that in the past and how were they made.

513

514 J. Szot said I'll hold onto these photos from Bob Caron took photos after the storm we had last week, the
515 stuff going across his driveway.

516

517 B. Petrin said we did get an application from Mark Raumikaitis for an alternate and he read the letter.

518

519 ZBA Alternate Interest: B. Petrin read the letter of interest.

520 9/25/18

521 Land Use Office

522 Town of Candia

523

524 To Whom It May Concern;

525

526 I am interested in the alternate position on the Zoning Board of Adjustment. I have been a resident of
527 Candia for 4 years.

528

529 I have previous Board experience in another community serving on the Timberlane School Budget
530 committee and on the Timberlane School Board (1990's).

531

532 I am a licensed NH Home Inspector and a licensed NH Septic System Evaluator.

533

534 I have prior building and sub division development experience with CJR Development (2005-2010).

535

536 Thank you for your consideration,

537

538 Mark Raumikaitis

539 34 Douglas Dr

540 Candia NH 03034

541

542 Board suggested to the recording secretary that we forward this letter to the Board of Selectmen with a
543 letter from us saying that we ask you to consider and accept this alternate.

544

545 **MOTION:**

546 B. Chivers **motioned** to adjourn at approximately 8:13 pm. J. Szot **seconded**. **All were in favor. Motion**
547 **carried (5-0-0)**. Meeting adjourned.

548

549 Respectfully submitted from recording,

550 Andrea Bickum

551 Recording Secretary

552

553 Cc: file