



**MEETING AGENDA**  
TOWN OF PITTSFIELD  
BOARD OF SELECTMEN  
TOWN OFFICE, 85 MAIN STREET  
PITTSFIELD, NEW HAMPSHIRE 03263

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**TUESDAY, SEPTEMBER 27, 2016**

**6:00 p.m.** - Call to order – regular session

**PUBLIC INPUT** – regarding agenda items only

**AGENDA REVIEW**

**6:15 p.m. - PUBLIC HEARINGS** – second public hearing on two proposed ordinances, first was on 8/9/2016

1. Disorderly Residence Ordinance – new proposal
2. Animal Control Ordinance – proposed revisions

**APPOINTMENTS**

7:00 p.m. – non public

**NEW BUSINESS**

**ACTION ITEMS**

1. 2016 Local Emergency Operations Plan update
2. Payroll & Check Manifest
3. Aqueduct Contract
4. 2016 Halloween trick-or-treat at Town Hall
5. Columbus Day, October 10, 2016 – permission to close Selectmen's Office for training/catch-up
6. Office of Highway Safety grant award – DWI Patrols, \$7,000
7. Office of Highway Safety grant award – STEP Patrols, \$6,650
8. 2016 New Hampshire Drought Conditions – proposed regulations for lawn watering bans

**COMMITTEE REPORTS**

**INFORMATION ITEMS**

**OLD BUSINESS**

1. Town hall basement code issues (4/5/16)
2. Sale of town owned tax-deeded property (7/26/16)
  - a. 81 Main Street – (under agreement 8/23/16)
  - b. 114 Main Street – (under agreement 8/2/16)
  - c. 31 Berry Avenue – (under agreement 8/10/16)
3. Storage Container Permit – 41 Carroll Street – (tabled 8/9/16 for building inspector input)
4. Tax Collector's Deed Waivers (8/9/16, thirty-one of thirty-two tax deed list parcels processed)
5. Joy Street Pump Station concern (8/16/16, building/health to follow up)
6. Sale of town owned & tax-deeded property – two-parcel purchase (8/23/16 offer acceptance)
  - a. 33 Main Street
  - b. 37 Main Street (5 condo units)
7. Pittsfield Bid Policy – proposed revisions (9/6/16)
8. Town equipment policy changes (tabled 9/20/16)

**APPLICATIONS and WARRANTS**

**CHECK MANIFESTS**

1. Accounts Payable
2. Payroll

**MINUTES**

1. September 6, 2016 – Non-Public Meeting Minutes
2. September 20, 2016 – Public Meeting Minutes

**PUBLIC INPUT**

**NON-PUBLIC SESSION**

## PUBLIC HEARING MEETING NOTICE

TOWN OF PITTSFIELD  
BOARD OF SELECTMEN

PUBLIC HEARING  
TUESDAY, September 27, 2016

The Board of Selectmen will hold a second public hearing to accept public comment on two proposed ordinances. The first public hearing was held on Tuesday, August 16, 2016.

1. Disorderly Residence Ordinance – a new ordinance, to make property owners more financially responsible if the police are called excessively to a particular location.
2. Animal Control Ordinance – amendments are being proposed to the existing ordinances to consolidate the Animal Control Ordinance, Dog Ordinance, Dog Ordinance Amendments, and the Leash Law, into one Animal Control Ordinance; to add sections addressing noise and livestock to the Animal Control Ordinance; and to update the language throughout the proposed document.

The proposed draft ordinances can be found at the Town Office or online at [www.pittsfieldnh.gov](http://www.pittsfieldnh.gov).

The public hearing will be held at 6:15 p.m. on Tuesday, September 27, 2016, at the Town Office, 85 Main Street, Pittsfield, NH 03263.

**TOWN OF PITTSFIELD  
NEW HAMPSHIRE**

**DISORDERLY RESIDENCE ORDINANCE**

**1. PURPOSE**

This chapter is adopted in accordance with RSA 31:39, RSA 31:39-c, and RSA 644:2, and all other relevant statutory authority. It is hereby declared a valid public purpose of the Town of Pittsfield that in order to promote and protect the health and general welfare of the Town of Pittsfield, its residents and its neighborhoods, a process needs to be in place to properly and adequately control and manage chronic and unlawful nuisance and disorderly activities that might occur in the neighborhoods of the Town. It is the public policy of the Town to utilize this chapter to control and manage the disorderly activities and properties described below, and to appropriately assign financial liability for enforcement actions to the owners of the property where such activities occur in repeated fashion. There is an obligation on the part of the property owners to take all appropriate actions to reduce or eliminate these types of events from occurring. Ongoing disorderly events consume time and energies of the Police Department, thus reducing the amount of time that can be spent on more significant crimes and community affairs. While fines and enforcement actions may be necessary, this chapter is not adopted to create a mechanism to solely impose punitive punishments on the property owners; instead the goal of this chapter is create a dialogue with property owners and engage them in a process of eliminating these disorderly activities to the greatest degree possible.

**2. DEFINITIONS**

As used in this chapter the following terms shall have the meanings outlined below:

**A. DISORDERLY ACTIVITIES**

Situations created within or in the immediate vicinity of a building by a building's owner, occupants, or tenants, or the invitees of an owner, tenant or occupant, which would have a tendency to unreasonably disturb the community, the neighborhood or an ordinary individual occupying property in or near the disorderly activity, including but not limited to loud music; boisterous parties; excessively loud or unnecessary noises emanating from within or near the building which are audible outside the building; fights within the building, or in its vicinity, involving occupants of the building or their invitees; occupants of the building or their invitees being intoxicated outdoors in the vicinity of the building; and other

similar activities in the building or in the vicinity of the building.

**B. DISORDERLY EVENT**

An activity to which the Police Department responds on the basis of a complaint and determines to be disorderly. Multiple responses to a single building that occur within a twelve-hour period may be deemed a single disorderly event at the discretion of the Police Department. The Police Department shall be the final arbiter on how events are classified and counted towards the enforcement procedures in this chapter. If the disorderly events occur at a multifamily property (more than two units) and the events are taking place at individual units on different dates and times, the Police Department, in consultation with the Town Administrator, shall determine how these events will be classified in reference to the notice and fine provisions of set below. The type and frequency of the events, and the degree of threat to public safety, will be factors in how the events are classified.

**C. HABITUAL DISORDERLY RESIDENCE**

A residence which has been identified and classified by the Police Chief or a designee as being either the subject of 8 or more police responses for any disorderly events in any twelve-month period; or the subject of 10 or more police responses for any disorderly events in any eighteen-month period.

**D. OWNER**

The person or persons having the right of legal title to, or the beneficial interest in, a building or parcel of land, as their interest is recorded in the tax records of the Town of Pittsfield. For the purpose of all notifications and related communications, the term "owner" shall also be defined as the landlord's agent, as provided to the Town by the owner of the property subject to the provisions of RSA 540.

**E. RESIDENCE**

Any type of residential unit or building, including but not limited to a single- or two-family dwelling, a multifamily dwelling unit, family apartment, boardinghouse, condominium, rooming house or unit, or leased units in a manufactured housing park (hereinafter jointly and severally "building"). The term "residence" also includes any property (yard, driveway or parking area, etc.) associated with the residence.

**3. DOCUMENTATION AND CLASSIFICATION OF COMPLAINTS**

The Police Department shall document all responses to complaints of disorderly activities and classify each complaint as either substantiated or unsubstantiated.

#### 4. NOTICE AND ENFORCEMENT PROCEDURES; FINES, VIOLATIONS AND PENALTIES

- A. When the Police Department determines that the first incident at a property will be subject to the provisions of this chapter, it shall notify the owner of the property and provide a copy of this chapter. The owner may voluntarily contact the Police Chief and/or Town Administrator to schedule a meeting to discuss the violation; if such a meeting is scheduled, the owner may, if he or she so chooses, present the Town with a plan to take proactive steps to prevent future events.
- B. Whenever a residence has been visited by the police two times in any thirty-day period, in relation to incidents involving a disorderly event, the Police Chief, the Town Administrator, or any other agent designated by the Town Administrator (hereinafter referred to as the "Town") shall send a notice to the owner. The owner shall be provided with a copy of this chapter and shall be informed that a fine of \$100.00 shall be imposed for the event. If the owner contacts the Police Chief and/or the Town Administrator and schedules a meeting, within 10 calendar days of the receipt of the notice, to discuss the events, and said owner satisfactorily outlines a mechanism to prevent future disorderly events, then the fine may be waived.
- C. Whenever a residence has been visited by the police for a third event in any sixty-day period, in relation to incidents involving a disorderly event, the Police Chief, the Town Administrator, or any other agent designated by the Town Administrator (hereinafter referred to as the "Town") shall send a notice to the owner. The owner shall be subject to a fine of \$1,000.00. If the owner contacts the Police Chief and/or the Town Administrator and schedules a meeting, within 10 calendar days of the receipt of the notice, to discuss the events, and said owner satisfactorily outlines a plan to prevent future disorderly events, then the fine may be waived. The plan shall demonstrate that the owner agrees to take effective and immediate measures to prevent future disorderly events. The implementation of the plan shall begin within one week of the meeting. The plan shall be in writing and shall be signed and acknowledged by the Town and the owner. The owner shall submit a report to the Police Chief and the Town Administrator, no later than three weeks after the meeting, reporting the steps taken to prevent future events. If the Town determines that the plan is not being implemented in good faith, then the full fine of \$1,000.00 shall be reinstated.
- D. For any fourth disorderly event within any 60 days from the third event, or for any subsequent event within 180 days from the date of the first event, the Police Chief, the Town Administrator, or any other designated agent shall send a notice to the

owner. The owner shall be subject to a fine of \$1,000.00 for the fourth event and for each subsequent event. The fine for the fourth event may be reduced or waived by the Town Administrator if the owner demonstrates a good-faith effort to prevent future disorderly events.

- E. The notices described above shall include a brief narrative outlining the circumstances of the disorderly events [date, time, and nature of the event (s)]. The notice shall be delivered to the owner or the appropriate representative by hand or by first-class mail. Service of such notice in the foregoing manner upon the owner's agent or upon the person responsible for the structure shall constitute service of notice upon the owner.
- F. At the time of any meeting between the owner and the Town, the Town may request documentation including but not limited to:
  - a. A copy of the names of all tenants or other persons authorized to reside or presently residing in the building and the units they occupy;
  - b. Management contracts with any building supervisor or other person responsible for the orderly operation of the building.
- G. Failure to meet with Town officials or enter into such an agreement at the conclusion of said meeting will be deemed a violation of this chapter, and the Town shall file a complaint in a court of competent jurisdiction seeking all compensatory and equitable relief permitted by law.
- H. If a residence that has been the subject of enforcement action under the provisions outlined above becomes subject to a second round of enforcement under this chapter, then the Town is under no obligation to meet with the owner but may proceed directly with a complaint to a court of competent jurisdiction, seeking all compensatory and equitable relief permitted by law.
- I. The provisions of Subsections **B** through **H** above notwithstanding, if a specific residence becomes identified as being a habitual disorderly residence by the Chief of Police or a designee, then the Town is under no obligation to issue any notices or meet with the property owner. The Town may, in these cases, issue a notice of violation and assess fines of \$1,000.00 for each event.

## **5. LEGAL ACTION AGAINST OWNER FOR COST RECOVERY; ALTERNATE ENFORCEMENT ACTIONS**

In addition to any notice or enforcement provision outlined above, the Town may file a

legal action against the owner seeking court costs, response charges, and all damages and remedies to which it is entitled pursuant to state and local laws. The Town of Pittsfield also reserves the right to take any other enforcement action allowed by any other local ordinance or state statute as an alternative to this Disorderly Residence Ordinance.

**6. NUMBER OF OCCUPANTS**

If, upon responding to a complaint, the law enforcement officer suspects the number of occupants living in a rental unit might exceed the number allowed by HSA, the officer will attempt to determine all occupants occupying the unit as a residence. That total number of occupants and the names of the adults will be reported by the Pittsfield Police Department to the Housing Standards Agency within 48 hours. Housing Standards must then investigate for violation of Minimum Sq. Footage requirements as shown on table 404.5 of HSA rules, as well as legal sleeping areas.

ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
Lawrence J. Konopka, Chairman

\_\_\_\_\_  
Gerard A. LeDuc, Vice Chairman

\_\_\_\_\_  
Carl E. Anderson

\_\_\_\_\_  
Carole A. Richardson

\_\_\_\_\_  
James C. Allard

Board of Selectmen

**TOWN OF PITTSFIELD  
NEW HAMPSHIRE**

**ANIMAL CONTROL ORDINANCE**

**Section 1: Definitions**

- a) **Compact Area of the Town:** Shall be any area where dwellings are located less than 500 feet apart.
- b) **Dog:** Shall be intended to mean both male and female.
- c) **Owner:** Shall be intended to mean any person, group, association, firm, corporation or organization maintaining, keeping, harboring or owning a dog.
- d) **Running at Large:** Shall be intended to mean off the premises, residence or property of the owner and not under the control of a responsible individual.
- e) **Livestock:** Poultry, cattle, (cows, bulls etc.) pigs, goats or any other animal or fowl which is domestically raised for the purpose of food or a food by product, as a pet or a mode of transportation such as a horse.

**Section 2: Licensing**

All dogs over three (3) months of age within the Town of Pittsfield shall be licensed and collared in accordance with NH RSA 466:1 on or before April 1 of each year.

**Section 3: Dogs running at large**

- a) The Town of Pittsfield hereby adopts a leash law in accordance to NH RSA 466:30.
- b) The Town of Pittsfield hereby enacts an ordinance prohibiting dogs from running at large in accordance to NH RSA 466:30-b.
- c) No dog shall be permitted to run at large within the compact area of the Town of Pittsfield.

**Section 4: Impounded Dogs**

- a) Any properly licensed dog found running at large off the property of its owner and within the compact area of the town shall be impounded by the Pittsfield Police Department. The police department shall promptly attempt to notify the owner of such dog and how the owner may reclaim the dog. Impounded dogs not claimed by the owners within twenty four (24) hours may be taken to the SPCA in Concord.

- b) Any owner claiming an impounded dog shall pay to the town of Pittsfield a fee of \$35.00, plus \$5.00 for each day the dog has been impounded.
- c) Any dog found running at large that is not properly licensed will be impounded as above. The police department will attempt to identify and notify the owner of such dog and how the owner may reclaim the dog. Any dog whose owner cannot be identified or who is not claimed within twenty four (24) hours may be taken to the SPCA in Concord.
- d) An owner reclaiming a dog not properly licensed in accordance with RSA 466:1 shall be issued a summons therefore to appear in Concord District Court; and, further, shall pay to the town the impounding fee of \$35.00, plus \$5.00 for each day the dog has been impounded.

### **Section 5: Animal Defecation**

Owners of domestic animals must pick up any defecation deposited by their domestic animals in or on any public way, street, park, common, sidewalk or public property. Owners walking their domestic animals in public areas must have in their possession the means to remove any defecation deposited by their animals in such public areas specified herein. Failure of the owner of a domestic animal to remove any defecation shall be a violation of the provisions of this section.

### **Section 6: Animals excluded from certain town properties**

No owner of a domestic animal shall allow the same to be on any town owned or public property, unless under the control of the owner by leash.

### **Section 7: Noise**

The keeping of any animal or bird which, causing frequent or long-continued noise, disturbs the comfort and repose of any person in the vicinity.

### **Section 8: Livestock**

No person, persons, company or corporation shall knowingly and willingly allow any livestock as defined above to roam unconfined off the property of its owner or keeper.

### **Section 9: Penalty**

Any person found in violation of this ordinance shall be guilty of a violation and upon conviction shall be fined not less than \$25.00 for the first offense and not more than \$100.00 for each subsequent offense.

**Section 10: Passage**

- a) Section(s) 2, 3, 4 adopted by a vote of Annual Town Meeting on March 16, 1973
- b) Section(s) 2, 3-c, 4 amended by the board of selectmen on July 6, 1999
- c) Section(s) 5 & 6 adopted by a vote of Annual Town Meeting on March 14, 1998

DRAFT

## Cara Marston

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**From:** Farinella, Deborah <Deborah.Farinella@dos.nh.gov>  
**Sent:** Tuesday, September 06, 2016 9:52 AM  
**To:** Jeff Cain  
**Cc:** Cara Marston; Bean, Donna  
**Subject:** Pittsfield DWI Patrols - Project #308-17B-102  
**Attachments:** PittsfieldDWIPg1-3.pdf; PittsfieldDWIPg4-16.pdf; zExhibit C-1 Patrols.pdf

The Office of Highway Safety would like to thank you for your patience and support as we went through the necessary transition to comply with federal requirements and begin to operate in a more efficient manner.

Attached is your contract for **DWI Patrols** in PDF format that we are requesting you to please print out and complete. Once your contract has been completed and signed, **please mail the hard copy** to the Office of Highway Safety. **Please do not begin your project** (conduct enforcement patrols, purchase equipment, etc.) until you have received your signed contract and final approval back from the Office Highway Safety.

Please ensure that the following have been completed in your Grant Agreement:

- \_\_\_ All sections are completed and have the required signatures (two signatures required i.e. police chief and town official-Section 1.11 and 1.12).
- \_\_\_ Make sure your DUNS# (Section 1.4.2.) has been registered and is active with SAM (System for Award Management). Your DUNS# must be renewed **annually** on SAM. [www.SAM.gov](http://www.SAM.gov) to be active.
- \_\_\_ The Notary Public or Justice of the Peace has filled out Section 1.13, signed in Section 1.13.1, affix notary seal (not required for Justice of the Peace), and print Name and Title in Section 1.13.2.
- \_\_\_ The Subrecipients (Police Chief/County Sheriff) and town official have initialed and dated at the bottom of all pages.
- \_\_\_ An authorized contract signatory is required to sign on Page 12 (upper part of page).
- \_\_\_ **DO NOT do dual sided copying or fold the contract to fit into a #10 envelope.** This contract will be scanned and emailed back to you.

\_\_\_ **Please mail your contract to:**  
**Office of Highway Safety**  
**33 Hazen Drive, Room 109A**  
**Concord, NH 03305**

We look forward to working with you this year to achieve the common goal to minimize potential crashes and the unnecessary deaths and injuries that occur on our New Hampshire roadways. Thank you.

Sincerely,  
John Clegg  
Program Manager  
Office of Highway Safety

Debbie

Deborah Farinella  
Administrative Supervisor  
Office of Highway Safety  
33 Hazen Drive, Room 109A  
Concord, NH 03305  
Telephone: 603-271-2132

OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby  
Mutually agree as follows:  
GENERAL PROVISIONS

**Project Title: Pittsfield DWI Patrols**

**Project #: 308-17B-102**

**I. Identification and Definitions.**

|  |   |  |  |
|--|---|--|--|
| <b>1.1. State Agency Name</b><br>New Hampshire Department of Safety<br>Office of Highway Safety  |   | <b>1.2. State Agency Address</b><br>33 Hazen Drive, Room 109A<br>Concord, NH 03305   |  |
| <b>1.3. Subrecipient Name</b><br>Pittsfield Police Department  |   | <b>1.4. Subrecipient Address</b><br>59 Main Street<br>Pittsfield, NH 03263   |  |
| Chief's Email Address:<br>jcain@pittsfieldnh.gov   |   | Grant Contact Email:<br>emarston@pittsfieldnh.gov  |  |
| <b>1.4.1 Subrecipient Type (State Govt, City/Town Govt, County Govt, College/University, Other (Specify) Town</b>  |   | <b>1.4.2 DUNS</b><br><br>113403518   |  |
| <b>1.5. Subrecipient Phone #</b><br><br>603-435-7535   | <b>1.6. Effective Date</b><br><br>October 1, 2016 | <b>1.7. Completion Date</b><br><br>September 30, 2017  | <b>1.8. Grant Limitation</b><br><br>\$7,000.00 |
| <b>1.9. Grant Officer for State Agency</b><br>Donna Bean   |   | <b>1.10. State Agency Telephone Number</b><br>603-271-6708   |  |
| "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."   |   |  |  |
| <b>1.11. Subrecipient Signature 1</b>  |   | <b>1.12. Name &amp; Title of Subrecipient Signor 1</b>   |  |
| Subrecipient Signature 2   |   | Name & Title of Subrecipient Signor 2  |  |
| Subrecipient Signature 3   |   | Name & Title of Subrecipient Signor 3  |  |
| <b>1.13. Acknowledgment: State of New Hampshire, County of _____, on / / , before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.</b> |   |  |  |
| <b>1.13.1. Signature of Notary Public or Justice of the Peace (Seal)</b>   |   | <b>1.13.2 Name &amp; Title of Notary Public or Justice of the Peace</b>  |  |
| <b>1.14. State Agency Signature(s)</b>   |   | <b>1.15. Name &amp; Title of State Agency Signor(s)</b><br><br>John J. Barthelmes, Commissioner<br>NH Department of Safety<br><b>Date:</b> _____ |  |
| <b>1.16. Approval by Attorney General (Form, Substance and Execution) (if G &amp; C approval required)</b><br><br>By: _____ Assistant Attorney General, On: / /  |   |  |  |
| <b>1.17. Approval by Governor and Council (if applicable)</b><br><br>By: _____ On: / /   |   |  |  |

**2. SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:55-63, the Subrecipient identified in block 1.3 (hereinafter referred to as "the Subrecipient"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").

Subrecipient Initials \_\_\_\_\_ Date \_\_\_\_\_  
Page 1 of 3

## Cara Marston

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**From:** Farinella, Deborah <Deborah.Farinella@dos.nh.gov>  
**Sent:** Tuesday, September 06, 2016 9:52 AM  
**To:** Jeff Cain  
**Cc:** Cara Marston; Bean, Donna  
**Subject:** Pittsfield STEP - Project #315-17B-114  
**Attachments:** PittsfieldSTEPPg1-3.pdf; PittsfieldSTEPPg4-16.pdf; zExhibit C-1 Patrols.pdf

The Office of Highway Safety would like to thank you for your patience and support as we went through the necessary transition to comply with federal requirements and begin to operate in a more efficient manner.

Attached is your contract for **STEP Patrols** in PDF format that we are requesting you to please print out and complete. Once your contract has been completed and signed, **please mail the hard copy** to the Office of Highway Safety. **Please do not begin your project** (conduct enforcement patrols, purchase equipment, etc.) until you have received your signed contract and final approval back from the Office Highway Safety.

Please ensure that the following have been completed in your Grant Agreement:

- \_\_\_ All sections are completed and have the required signatures (two signatures required i.e. police chief and town official-Section 1.11 and 1.12).
- \_\_\_ Make sure your DUNS# (Section 1.4.2.) has been registered and is active with SAM (System for Award Management). Your DUNS# must be renewed **annually** on SAM. [www.SAM.gov](http://www.SAM.gov) to be active.
- \_\_\_ The Notary Public or Justice of the Peace has filled out Section 1.13, signed in Section 1.13.1, affix notary seal (not required for Justice of the Peace), and print Name and Title in Section 1.13.2.
- \_\_\_ The Subrecipients (Police Chief/County Sheriff) and town official have initialed and dated at the bottom of all pages.
- \_\_\_ An authorized contract signatory is required to sign on Page 12 (upper part of page).
- \_\_\_ **DO NOT do dual sided copying or fold the contract to fit into a #10 envelope.** This contract will be scanned and emailed back to you.
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We look forward to working with you this year to achieve the common goal to minimize potential crashes and the unnecessary deaths and injuries that occur on our New Hampshire roadways. Thank you.

Sincerely,  
John Clegg  
Program Manager  
Office of Highway Safety

Debbie

Deborah Farinella  
Administrative Supervisor  
Office of Highway Safety  
33 Hazen Drive, Room 109A  
Concord, NH 03305  
Telephone: 603-271-2132





The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**



**Thomas S. Burack, Commissioner**

**Municipal Role in Managing the Drought Emergency in New Hampshire**

On September 16, 2016, Governor Hassan, representatives of municipalities, and state and federal agencies held a conference call to discuss the drought. NHDES is urging the public to discontinue non-essential outdoor water use and to take efficiency measures indoors. NHDES is also recommending that municipalities implement mandatory lawn watering bans and that those municipalities which have set up a location for emergency water supply, ensure that the supply being offered is safe to drink.

As a municipality, you are being asked to assist with mitigating drought impacts by taking the following actions:

- Implement lawn watering bans and report bans to NHDES.
- Contact NHDES with the location of emergency water supplies established for private well owners impacted by the drought. If the water supply is not a public water system, contact NHDES to request sampling.
- Provide the public with actions that can be taken to conserve water.
- Provide residents on private wells with information on how to address drought impacts.

Below is guidance for completing the above, including a link to a model ordinance for banning lawn watering, outreach materials for the public and private well owners, a list of contacts, and a press release template for your use.

**Drought Conditions**

Southern New Hampshire is experiencing a drought emergency. Southern New Hampshire has received about 50% of its normal rainfall over the last six months. Streamflow and groundwater levels are at historic low levels. Some New Hampshire residents on private wells, as well as some community water systems are experiencing water supply shortages. More widespread shortages are imminent if rainfall does not replenish our lakes, streams and groundwater supplies before winter weather sets in, as our water resources will probably not be substantially refilled until after the snowmelt during the spring of 2017. The drought condition is a very slow-moving natural disaster that may continue to worsen.

To stay informed on the latest drought conditions and current drought related information go to the NHDES Drought Management Program webpage at:

<http://des.nh.gov/organization/divisions/water/dam/drought/index.htm>.

**Authority to Restrict Lawn Watering**

Average indoor water use per capita in New Hampshire is approximately 63 gallons per day. In the summer, total water use increases to 93 gallons per capita per day due to outdoor water use, mostly attributed to lawn watering. Since July of this year, NHDES has encouraged New Hampshire residents to stop lawn watering immediately in response to the drought. Public water systems in New Hampshire have authority to restrict or ban residential lawn watering by their customers. Municipalities have broader authority under RSA 41.11-d to adopt regulations to restrict or ban outdoor lawn watering for

DES Web Site: [www.des.nh.gov](http://www.des.nh.gov)

households that obtain water from either a private well or public water system. Those restrictions can take effect when the state or federal government has declared a state of drought.

More information about lawn watering restrictions and a model regulation can be found at [http://des.nh.gov/organization/divisions/water/dwgb/water\\_conservation/documents/mo-lawn-watering-rstrctn.pdf](http://des.nh.gov/organization/divisions/water/dwgb/water_conservation/documents/mo-lawn-watering-rstrctn.pdf).

To add your water system to the water ban and restriction list posted at [http://des.nh.gov/organization/divisions/water/dwgb/water\\_conservation/documents/waterban.pdf](http://des.nh.gov/organization/divisions/water/dwgb/water_conservation/documents/waterban.pdf), e-mail Stacey Herbold, NHDES Water Conservation Program, at [stacey.herbold@des.nh.gov](mailto:stacey.herbold@des.nh.gov) with the following information:

- PWSID (if applicable):**
- Name of water system (if applicable):**
- Town:**
- Is the ban voluntary or mandatory?:**
- Details of the restriction/ban:**

### **Providing Emergency Water Supplies to the Public**

A number of municipalities have provided access to an emergency water supply for use by residents that rely on private wells impacted by drought. Some municipalities have designated a location in town where people can get water. Where possible, municipalities should designate a local source of water that is already associated with a state regulated public water system to ensure the water is safe. If a source of drinking water is made available to the public that is not associated with a public water system, please contact NHDES at (603) 271-0660 to request testing of the water to ensure its safety.

Fire departments have also delivered drinking water to area farms to provide water for livestock or to irrigate crops. These efforts are critical to area farmers who are struggling to grow food for their livestock and provide them drinking water. Fire departments should not use their tanks to deliver water to households by refilling wells, nor should water from fire department tanks be used for human drinking and cooking. This activity could result in contamination of groundwater and cause people consuming the water to become sick.

Please provide the location of emergency supplies to Stacey Herbold, NHDES Water Conservation Program, at [stacey.herbold@des.nh.gov](mailto:stacey.herbold@des.nh.gov). A list will be maintained on the NHDES Drought Management Program page.

### **Message to Provide to the Public**

See "2016 Emergency Drought Guidance for the Public":

<http://des.nh.gov/organization/divisions/water/dam/drought/documents/publicemergency.pdf>

See "2016 Drought Guidance for Homeowners on Private Wells":

<http://des.nh.gov/organization/divisions/water/dam/drought/documents/droughtguidehome.pdf>

#### **Municipal Drought Contacts:**

Drought Management Team: Brandon Kernen [brandon.kernen@des.nh.gov](mailto:brandon.kernen@des.nh.gov) (603) 271-0660

Fire Danger: Brian Thibeault (603) 223-4289

Homeowner Private Wells: Rick Schofield [richard.schofield@des.nh.gov](mailto:richard.schofield@des.nh.gov) (603) 271-1974

(If well has failed, homeowners should also contact the local health officer.)

Large Public Water System Water Shortages: Rick Skarinka [richard.skarinka@des.nh.gov](mailto:richard.skarinka@des.nh.gov) (603) 271-2948

Lake Levels: Jim Gallagher [james.gallagher@des.nh.gov](mailto:james.gallagher@des.nh.gov) (603) 271-1961

Press Inquiries: Jim Martin [james.martin@des.nh.gov](mailto:james.martin@des.nh.gov) (603) 271-3710

Small Public Water Systems Water Shortages: Shelley Frost [shelley.frost@des.nh.gov](mailto:shelley.frost@des.nh.gov) (603) 271-2949

Stream Flows: Ted Diers [ted.diers@des.nh.gov](mailto:ted.diers@des.nh.gov) (603) 271-3289

Surface Water Withdrawal Inquiries/Complaints: Stacey Herbold [stacey.herbold@des.nh.gov](mailto:stacey.herbold@des.nh.gov) (603) 271-6685

Water Restrictions, Lawn Watering and Water Restriction Ordinances, Water Efficiency: Stacey Herbold [stacey.herbold@des.nh.gov](mailto:stacey.herbold@des.nh.gov) (603) 271-6685

#### **Model Press Release**

#### **MUNICIPALITY NAME Implements Outdoor Water Ban and asks Residents to Conserve amid Persistent Drought Conditions**

MUNICIPALITY NAME has adopted a lawn watering restriction ordinance and is requiring all residents, including those on private wells to stop watering lawns and is requesting the entire community take steps to conserve water. This drought is historic, southern New Hampshire has not experienced such a drought in nearly 50 years and all sections of the state are experiencing low stream flows and groundwater levels. Some New Hampshire residents on private wells, as well as some community water systems are experiencing water supply shortages. An above average amount of mild rainstorms that allow water to soak in are needed to fully recharge lakes, rivers and groundwater sources before the winter. It is unlikely that the amount and type of rain needed will be received to fully recharge water sources. Widespread shortages are imminent if the recharge from rain the state does receive is not used wisely. MUNICIPALITY NAME needs the cooperation of customers to help protect water supplies now and through the winter.

Outdoor water use, primarily for lawn watering, is one of the largest consumptive uses in the summer months. Lawn watering is straining water supplies and needs to be ended. There are also many opportunities indoors to use water more efficiently with little effort that will save not only water, but energy, and money. Indoor use can be cut by 20% or more by turning off faucets while washing dishes and hands, only washing full loads of laundry, and taking shorter showers, as well as by replacing old showerheads, toilets, sink aerators, and washing machines with EPA WaterSense and Energy Star® certified products. Also, repairing running toilets can save hundreds of gallons a day. For current drought information and water efficiency fact sheets including efficiency tips, go to [www.des.nh.gov](http://www.des.nh.gov), click on the "A-Z" list, and scroll down to the Drought Management Program.



The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**



**Thomas S. Burack, Commissioner**

**RESTRICTING RESIDENTIAL LAWN WATERING  
DURING STATE OR FEDERALLY DECLARED DROUGHTS**

**2016**

Municipal and privately-owned public water systems have had the authority to implement water use restrictions for water system customers under RSA 38:26. Water systems with potential water supply shortages have often restricted or banned residential lawn watering to ensure an adequate water supply is maintained.

In 2007, the legislature adopted RSA 41:11-d, authorizing municipalities to restrict all residential lawn watering for areas within their political boundaries if the state or federal government declares a drought condition for that region of the state. This authorizes a municipality to adopt regulations to restrict residential lawn watering during a drought for properties that obtain water from either public water systems or on-lot private domestic wells.

The legislation was adopted because of experiences during the 2001-2003 drought when municipalities and the state found there was no clear process to curtail residential lawn watering, even in neighborhoods where private residential wells were dewatered. During the drought, homeowners with dewatered or dry wells spent thousands of dollars to replace or deepen wells and experienced long waits due to the increased demand for water well contractor services. Many homeowners resorted to cross-connecting their home plumbing system via a garden hose to a neighbor's home or illegally dumping water hauled to their property into their dewatered well.

In order to adopt residential lawn watering regulations for drought conditions, the local governing body may establish the regulations after public notice that includes publishing them in a paper of general circulation in the municipality and posting them in at least two public places. The regulations may be implemented and enforced three calendar days following notification. The minimum notification requirements are provided in the regulation but towns are encouraged to find supplemental means of notification to residents. RSA 41:11-d allows for broad flexibility in developing residential lawn watering restrictions. The governing body of the municipality can specify how, where, when, and to what extent the lawn watering restrictions apply. The governing body may also enforce the lawn watering restrictions by imposing fines in accordance with RSA 625:9.

DES Web Site: [www.des.nh.gov](http://www.des.nh.gov)

P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095  
Telephone: (603) 271-2513 Fax: (603) 271-5171 TDD Access: Relay NH 1-800-735-2964

## MODEL REGULATION FOR LAWN WATERING RESTRICTIONS

### ARTICLE \_\_: LAWN WATERING RESTRICTIONS

#### I. PURPOSE

To protect public health and safety by restricting the use of water from private wells or public water systems for residential outdoor lawn watering during a state or federally declared drought.

#### II. AUTHORITY

The provisions of this regulation are adopted pursuant to RSA 41:11-d, Choice and Duties of Town Officers. (See Appendix A, Relevant Sections of State Law)

#### III. APPLICABILITY

The requirements of this section shall apply immediately after the public notice period described in Section VII to all residential outdoor lawn watering within Insert name of town, city, village district when administrative agencies of the state or federal government have designated the region as being under a declared state or condition of drought.

#### IV. DEFINITIONS

- A. Drought:** A sustained and regionally extensive occurrence of appreciably below average natural water availability in the form of precipitation, stream flow or groundwater. The following resources are used by Insert name of town, city, village district to determine the declaration of a drought condition.
- i. The New Hampshire Drought Management Team as designated by the New Hampshire Drought Management Plan
  - ii. State of Emergency declaration by the Governor's Office
  - iii. United States Drought Monitor
- B. Residential Lawn Watering:** The application of water to decorative grass at a property that's primary use is to provide living accommodations for people.

#### V. REQUIREMENTS UNDER DROUGHT CONDITIONS

The following limits to residential lawn watering will apply under drought conditions. The specified levels (Level 1 through 3) will be determined by the [local governing body] and will be included in the public notice required under Section VII of this regulation.

- A. If Insert name of town, city, village district issues a Level 1 restriction, then**
- i. Residential lawn watering by odd numbered addresses is allowed on odd numbered days.

- ii. Residential lawn watering by even numbered addresses is allowed on even numbered days.
  - iii. Residential lawn watering shall not occur between the hours of 8AM and 7PM
- B. If Insert name of town, city, village district issues a Level 2 restriction, then**
- i. Residential lawn watering by odd numbered addresses is allowed on Mondays and Thursdays.
  - ii. Residential lawn watering by even numbered addresses is allowed on Tuesdays and Fridays.
  - iii. Residential lawn watering shall not occur between the hours of 8AM and 7PM
- C. If Insert name of town, city, village district issues a Level 3 restriction, then**
- i. Residential lawn watering is prohibited.

## **VII. PUBLIC NOTIFICATION OF WATER USE RESTRICTION**

Notification of any intention to restrict water use and the requirements associated with Section V shall be given at least three calendar days before implementation. Notice of the regulations shall be posted in a paper of general circulation and shall be posted in at least two public places. Residents are specifically requested to take notice of the markings at Insert location(s)

## **VIII. TERMINATION OF WATER USE RESTRICTION**

Public notification and termination of water use restriction shall be given in accordance with Section VII.

## **IX. ENFORCEMENT**

Any sworn officer of the Insert Town/City Name Police Department is hereby granted the authority to initiate any enforcement action against any violation of the provisions of this Regulation.

## **X. PENALTIES**

Any person failing to comply with the restrictions imposed pursuant to this Regulation shall be deemed a violation and subject to penalties pursuant to RSA 651:2.

First violation: Warning

Second violation: \$Insert amount fine

Additional violations: \$ Insert amount to \$1,000 fine

## APPENDIX A

### RELEVANT SECTIONS OF STATE LAW

#### **RSA 41:11-d Restricting the Watering of Lawns.**

I. The local governing body may establish regulations restricting the use of water from private wells or public water systems for residential outdoor lawn watering when administrative agencies of the state or federal government have designated the region as being under a declared state or condition of drought.

II. The local governing body shall give notice prior to the implementation of the regulations in paragraph I. Notice shall be given at least 3 calendar days before the regulations are implemented. The notice required under this section shall not include the day notice is posted. Notice of the regulations shall be published in a paper of general circulation in the municipality and shall be posted in at least 2 public places.

III. The full text of the proposed regulations need not be included in the notice if an adequate statement describing the proposal and designating the place where the proposal is on file for public inspection is stated in the notice.

#### **RSA 625:9 Classification of Crimes.**

V-a. The violation of any requirement created by statute or by municipal regulation enacted pursuant to an enabling statute, where the statute neither specifies the penalty or offense classification, shall be deemed a violation, and the penalties to be imposed by the court shall be those provided for a violation under RSA 651:2.

#### **RSA 651:2 Sentences and Limitations.**

III-a. A person convicted of a violation may be sentenced to conditional or unconditional discharge, or a fine.

IV. A fine may be imposed in addition to any sentence of imprisonment, probation, or conditional discharge. The limitations on amounts of fines authorized in subparagraphs (a) and (b) shall not include the amount of any civil penalty, the imposition of which is authorized by statute or by a properly adopted local ordinance, code, or regulation. The amount of any fine imposed on:

(a) Any individual may not exceed \$4,000 for a felony, \$2,000 for a class A misdemeanor, \$1,200 for a class B misdemeanor, and \$1,000 for a violation.

(b) A corporation or unincorporated association may not exceed \$100,000 for a felony, \$20,000 for a misdemeanor and \$1,000 for a violation. A writ of execution may be

issued by the court against the corporation or unincorporated association to compel payment of the fine, together with costs and interest.

# Known Water Use Restrictions and Bans

Last Update: September 22, 2016

**Legend**

-  County Boundary
-  Town Boundary

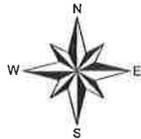
**Municipality or Water System Status**

-  Outdoor Use Ban
-  Restriction
-  Voluntary Restriction or Ban

**Drought Condition**

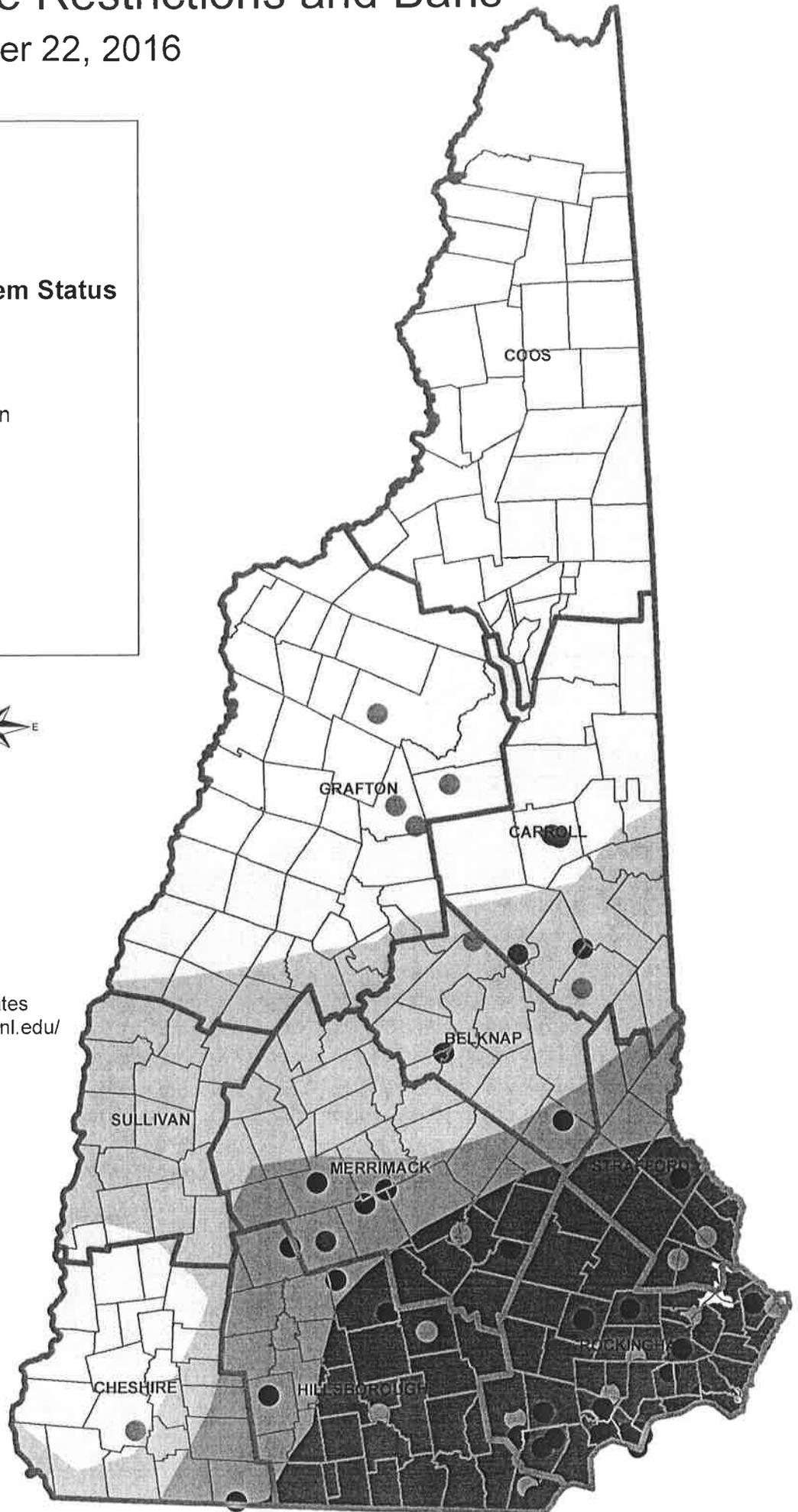
-  Abnormally Dry
-  Moderate Drought
-  Severe Drought
-  Extreme Drought

0 5 10 20 Miles



Drought Conditions based on United States Drought Monitor (<http://droughtmonitor.unl.edu/Home/StateDroughtMonitor.aspx?NH>)

Disclaimer: The status of water use restrictions and bans is based on information submitted to the New Hampshire Department of Environmental Services and may not be comprehensive.



The below only includes water restrictions and bans reported to NHDES and may not be a complete list. For details regarding a restriction or ban, please contact the entity listed in the table below directly.

For the purposes of the below table, a restriction indicates outdoor water use is permitted, but restricted. For example, lawn watering may be restricted to twice a week. An outdoor use ban indicates outdoor water use is not permitted, although a small exception may apply.

To add your water system to the below list please email Stacey Herbold, NHDES Water Conservation Program, at [stacey.herbold@des.nh.gov](mailto:stacey.herbold@des.nh.gov) with the following information:

**PWSID (if applicable):**

**Name of water system (if applicable):**

**Town:**

**Is the restriction/ban voluntary or mandatory?:**

**Details of the restriction ban:**

Table Acronyms

HAWC: Hampstead Area Water Company

LRWC: Lakes Region Water Company

PEU: Pennichuck East Utility Company

Currently 119 community water systems and five (5) towns have reported implementing water use restrictions or bans for users on the public water systems and private wells.

| TOWN             | Water System or Town/City                        | STATUS                |
|------------------|--|-----------------------|
| ALLENSTOWN       | OLD TOWNE HOMEOWNERS COOP                        | OUTDOOR USE BAN       |
| AMHERST          | PEU: SOUHEGAN WOODS                              | RESTRICTION           |
| ATKINSON         | ATKINSON WOODS                                   | VOLUNTARY RESTRICTION |
| ATKINSON         | HAWC: BRYANT WOODS, WALNUT RIDGE, DEARBORN RIDGE | OUTDOOR USE BAN       |
| ATKINSON         | PEU ATKINSON                                     | RESTRICTION           |
| BARNSTEAD        | PEU: LOCKE LAKE                                  | OUTDOOR USE BAN       |
| BEDFORD          | PEU: CABOT PRESERVE                              | RESTRICTION           |
| BEDFORD          | PEU: ENGLISH WOODS                               | RESTRICTION           |
| BEDFORD          | PEU: POWDER HILL                                 | RESTRICTION           |
| BOW              | PEU: STONE SLED                                  | RESTRICTION           |
| BOW              | PEU: WHITE ROCK SENIOR                           | RESTRICTION           |
| BRENTWOOD        | MILL POND CROSSING                               | VOLUNTARY RESTRICTION |
| CENTRAL HOOKSETT | CENTRAL HOOKSETT WATER                           | RESTRICTION           |
| CHESTER          | HAWC: OAK HILL                                   | RESTRICTION           |
| DANVILLE         | COTTON FARMS MHP                                 | VOLUNTARY RESTRICTION |
| DANVILLE         | HAWC: COLBY POND                                 | RESTRICTION           |
| DERRY            | AUTUMN WOODS                                     | RESTRICTION           |
| DERRY            | FROST RESIDENTS COOPERATIVE                      | OUTDOOR USE BAN       |
| DERRY            | PEU: GLEN RIDGE                                  | RESTRICTION           |

Known Water Use Restrictions and Bans 2016

9/22/2016

|                            |                                       |                           |
|----------------------------|---------------------------------------|---------------------------|
| DERRY                      | PEU: MAPLE HAVEN                      | RESTRICTION               |
| DERRY                      | PEU: RICHARDSON                       | RESTRICTION               |
| DERRY                      | RAND-SHEPARD HILL                     | RESTRICTION               |
| DERRY                      | WILLOW BEND                           | RESTRICTION               |
| DERRY                      | WOODLANDS                             | RESTRICTION               |
| DOVER                      | DOVER WATER DEPARTMENT                | VOLUNTARY OUTDOOR USE BAN |
| EAST KINGSTON              | COUNTRY HILLS OF EAST KINGSTON        | OUTDOOR USE BAN           |
| EAST KINGSTON              | HAWC: CRICKET HILL/MAPLEVALE          | RESTRICTION               |
| EPPING                     | PEU: WOODLANDS                        | RESTRICTION               |
| EPPING                     | TOWN OF EPPING WATER SYSTEM           | OUTDOOR USE BAN           |
| EXETER                     | PEU: FOREST RIDGE                     | RESTRICTION               |
| EXETER                     | TOWN OF EXETER                        | OUTDOOR USE BAN           |
| FREMONT                    | HAWC: BLACKROCKS VILLAGE              | RESTRICTION               |
| GOFFSTOWN                  | GRASMERE WATER PRECINCT               | VOLUNTARY RESTRICTION     |
| HAMPSTEAD/ E.<br>HAMPSTEAD | HAWC: HAMPSTEAD AREA WATER            | OUTDOOR USE BAN           |
| HAMPTON                    | AQUARION WATER CO                     | RESTRICTION               |
| HENNIKER                   | COGSWELL SPRINGS                      | RESTRICTION               |
| HILLSBOROUGH               | EMERALD LAKE VILLAGE DISTRICT         | OUTDOOR USE BAN           |
| HOLLIS                     | PITARYS MOBILE HOME PARK<br>EAST/WEST | RESTRICTION               |
| HOPKINTON                  | DEER MEADOWS                          | OUTDOOR USE BAN           |
| HOPKINTON                  | THE MEADOWS                           | OUTDOOR USE BAN           |
| HUDSON                     | HUDSON WATER UTILITY                  | RESTRICTION               |
| KINGSTON                   | HAWC: COOPERS GROVE                   | RESTRICTION               |
| KINGSTON                   | HAWC: KINGS LANDING                   | RESTRICTION               |
| KINGSTON                   | HAWC: LAMPLIGHTER                     | RESTRICTION               |
| LEE                        | OYSTER RIVER CONDOS                   | VOLUNTARY RESTRICTION     |
| LEE                        | PEU: THURSTON WOODS                   | RESTRICTION               |
| LINCOLN                    | LINCOLN WATER WORKS                   | VOLUNTARY RESTRICTION     |
| LITCHFIELD                 | PEU: LITCHFIELD                       | RESTRICTION               |
| LONDONDERRY                | CENTURY VILLAGE II                    | VOLUNTARY RESTRICTION     |
| LONDONDERRY                | PEU: AVERY ESTATES & HICKORY<br>WOODS | RESTRICTION               |
| LONDONDERRY                | PEU: HARVEST VILLAGE                  | RESTRICTION               |
| LONDONDERRY                | PEU: MINISTERIAL HILLS                | RESTRICTION               |
| LONDONDERRY                | PEU: PINEHAVEN                        | RESTRICTION               |
| LONDONDERRY                | PEU: R AND B                          | RESTRICTION               |
| LONDONDERRY                | PONDEROSA MOBILE HOME PARK            | OUTDOOR USE BAN           |
| MEREDITH                   | PATRICIAN SHORES ASSOC                | VOLUNTARY RESTRICTION     |
| MERRIMACK                  | MERRIMACK VILLAGE DISTRICT            | RESTRICTION               |
| MILFORD                    | MILFORD WATER DEPARTMENT              | RESTRICTION               |
| MILFORD                    | PEU: ASHLEY COMMONS                   | RESTRICTION               |

## Known Water Use Restrictions and Bans 2016

9/22/2016

|                |   |                           |
|----------------|---|---------------------------|
| MILFORD        | PEU: BADGER HILL  | RESTRICTION               |
| MILFORD        | PEU: FEDERAL RESERVE                                    | RESTRICTION               |
| MILFORD        | PEU: GREAT BROOK  | RESTRICTION               |
| MONT VERNON    | ROLLING ACRES   | VOLUNTARY OUTDOOR USE BAN |
| MOULTONBOROUGH | LRWC: WEST POINT  | RESTRICTION               |
| NEW CASTLE     | TOWN OF NEW CASTLE                                      | VOLUNTARY OUTDOOR USE BAN |
| NEWFIELDS      | NEWFIELDS VILLAGE WATER DISTRICT                        | VOLUNTARY RESTRICTION     |
| NEWMARKET      | NEWMARKET WATER WORKS                                   | RESTRICTION               |
| NEWMARKET      | PEU: GREAT BAY  | RESTRICTION               |
| NEWTON         | HAWC: SARGENT WOODS                                     | RESTRICTION               |
| NORTH HAMPTON  | AQUARION WATER CO                                       | RESTRICTION               |
| NOTTINGHAM     | HAWC: CAMELOT COURT                                     | RESTRICTION               |
| PELHAM         | PARADISE ESTATES  | VOLUNTARY RESTRICTION     |
| PELHAM         | PEU: GAGE HILL  | RESTRICTION               |
| PELHAM         | PEU: SKY VIEW   | RESTRICTION               |
| PELHAM         | PEU: WHISPERING WINDS                                   | RESTRICTION               |
| PELHAM         | TOWN OF PELHAM  | VOLUNTARY RESTRICTION     |
| PEMBROKE       | PEMBROKE WATER WORKS                                    | VOLUNTARY RESTRICTION     |
| PETERBOROUGH   | PETERBOROUGH WATER WORKS                                | OUTDOOR USE BAN           |
| PLAISTOW       | GOLDEN HILL ESTATES                                     | RESTRICTION               |
| PLAISTOW       | GREENFIELD HILL ESTATES                                 | OUTDOOR USE BAN           |
| PLAISTOW       | HAWC: LITTLE RIVER VILLAGE                              | RESTRICTION               |
| PLAISTOW       | HAWC: RAINBOW RIDGE                                     | RESTRICTION               |
| PLAISTOW       | HAWC: SNOWS BROOK                                       | RESTRICTION               |
| PLAISTOW       | PEU: ROLLING HILLS                                      | RESTRICTION               |
| PLAISTOW       | PEU: SWEET HILL   | OUTDOOR USE BAN           |
| PLAISTOW       | PEU: TWIN RIDGE   | RESTRICTION               |
| PLAISTOW       | TOWN OF PLAISTOW  | OUTDOOR USE BAN           |
| PORTSMOUTH     | PORTSMOUTH WATER DIVISION:<br>PORTSMOUTH CUSTOMERS ONLY | OUTDOOR USE BAN           |
| RAYMOND        | RAYMOND WATER DEPARTMENT                                | OUTDOOR USE BAN           |
| RINDGE         | MONADNOCK TENANTS COOP                                  | OUTDOOR USE BAN           |
| ROCHESTER      | CITY OF ROCHESTER                                       | OUTDOOR USE BAN           |
| RYE            | AQUARION WATER CO                                       | RESTRICTION               |
| SALEM          | HAWC: LANCASTER FARMS                                   | RESTRICTION               |
| SALEM          | PEU: AUTUMN WOODS                                       | RESTRICTION               |
| SALEM          | SALEM WATER DEPARTMENT                                  | RESTRICTION               |
| SANDOWN        | HAWC: AUTUMN HILLS                                      | RESTRICTION               |
| SANDOWN        | HAWC: CORNERSTONE                                       | RESTRICTION               |
| SANDOWN        | HAWC: FAIRFIELD ESTATES                                 | RESTRICTION               |
| SANDOWN        | HAWC: LITTLE MILL WOODS                                 | RESTRICTION               |
| SANDOWN        | HAWC: STONEFORD ESTATES                                 | RESTRICTION               |
| SANDOWN        | HAWC: WATERFORD VILLAGE                                 | RESTRICTION               |

## Known Water Use Restrictions and Bans 2016

9/22/2016

|                   |                                  |                           |
|-------------------|----------------------------------|---------------------------|
| SANDOWN           | PEU: BEAVER HOLLOW               | RESTRICTION               |
| SEABROOK          | SEABROOK WATER DEPARTMENT        | OUTDOOR USE BAN           |
| STRATHAM          | WIGGIN FARM                      | RESTRICTION               |
| SWANZEY           | EASTFIELD CROSSING ASSOC         | VOLUNTARY RESTRICTION     |
| TAMWORTH          | LRWC: TAMWORTH WATER WORKS       | RESTRICTION               |
| TAMWORTH          | MOUNTAIN VIEW WATER WORKS        | RESTRICTION               |
| THORNTON          | CONE RIDGE APTS                  | VOLUNTARY OUTDOOR USE BAN |
| THORNTON          | MILL BROOK VILLAGE WATER SYSTEM  | VOLUNTARY RESTRICTION     |
| TILTON            | PEU: WINNISQUAM                  | RESTRICTION               |
| TUFTONBORO        | LRWC: HIDDEN VALLEY              | RESTRICTION               |
| WARNER            | WARNER VILLAGE WATER DISTRICT    | OUTDOOR USE BAN           |
| WATERVILLE VALLEY | WATERVILLE VALLEY WATER DISTRICT | VOLUNTARY OUTDOOR USE BAN |
| WEARE             | COLLINS LANDING                  | OUTDOOR USE BAN           |
| WEARE             | PEU: DANIELS LAKE                | RESTRICTION               |
| WEARE             | SOUTH WEARE WATER                | OUTDOOR USE BAN           |
| WINDHAM           | PEU: CASTLE REACH                | OUTDOOR USE BAN           |
| WINDHAM           | PEU: FLETCHERS CORNER            | RESTRICTION               |
| WINDHAM           | PEU: GOLDEN BROOK                | RESTRICTION               |
| WINDHAM           | PEU: HARDWOOD                    | OUTDOOR USE BAN           |
| WINDHAM           | PEU: LAMPLIGHTER VILLAGE         | RESTRICTION               |
| WINDHAM           | PEU: SPRUCE POND                 | RESTRICTION               |
| WINDHAM           | PEU: W & E                       | RESTRICTION               |
| WOLFEBORO         | BIRCHES OF WOLFEBORO             | VOLUNTARY RESTRICTION     |

## Cara Marston

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**From:** Herbold, Stacey <Stacey.Herbold@des.nh.gov>  
**Sent:** Thursday, September 22, 2016 1:01 PM  
**Cc:** Kernen, Brandon; Gallagher, Jim; Vaughn, Kelsey; Martin, James  
**Subject:** Municipal Lawn Watering Bans and Guidance  
**Attachments:** 2016 Emergency Measures Guidance for Municipalities.docx; Model\_LawnWateringRestrictions.doc; waterban.pdf

Dear Municipalities,

During last week's conference call with municipalities, the governor, and state and federal agencies, the NH Drought Management Team (DMT) asked municipalities to adopt ordinances banning outdoor residential lawn watering and to promote water conservation in their communities. Attached is the 2016 Drought Guidance for Municipalities, including actions municipalities have been asked to take, guidance on providing emergency water sources to the public, outreach materials for the public and private well owners, drought related contacts, and a draft press release for your use. Also, attached is a Word version of the Lawn Restriction Ordinance for copying and the latest drought conditions map and water bans/restrictions.

Please email me the following ban and restriction information for posting on the Drought Management Program page:

Town Name or Community Water System Name:

Town:

Voluntary or Mandatory:

Details of restriction or ban:

Please also email me with the locations and access details of any emergency water supplies your community has setup for homeowners on private wells experiencing shortages.

If an emergency supply location is proposed that is not a public water system, as discussed during the meeting, please contact Brandon Kernen at (603) 271-0660 [brandon.kernen@des.nh.gov](mailto:brandon.kernen@des.nh.gov). DES will arrange to come out and test the water quality to ensure the health and safety of the public.

For the latest drought conditions and drought information, go to:

<http://des.nh.gov/organization/divisions/water/dam/drought/index.htm>

Stacey Herbold  
[Water Conservation Program](#)  
[Water Use Registration and Reporting Program](#)  
NHDES Drinking Water and Groundwater Bureau  
29 Hazen Drive, P.O. Box 95  
Concord, NH 03302-0095  
PH: (603) 271-6685  
FAX: (603) 271-0656

## Cara Marston

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**From:** Rob Freese <robfglobefiresuits.com>  
**Sent:** Tuesday, September 20, 2016 2:07 PM  
**To:** Cara Marston  
**Subject:** FW: Drought Conference Call - Friday 9/16 1245  
**Attachments:** DES 2016 Emergency Measures Guidance.pdf; Restrictions\_Map\_20160915.pdf; Drought Conf Call 9-15-16 Agenda.pdf

Cara,

Here is some additional information that was made available for the Friday Call.

**Rob Freese**  
Senior VP of Marketing

**Globe Manufacturing Company, LLC.**  
37 Loudon Rd.  
Pittsfield, NH 03263  
Office: 800-232-8323  
[robfglobefiresuits.com](mailto:robfglobefiresuits.com)  
[www.globeturnoutgear.com](http://www.globeturnoutgear.com)

**Athletic Gear for Firefighters**

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**From:** NH HSEM Field Services [mailto:NHHSEMFieldServices@dos.nh.gov]  
**Sent:** Thursday, September 15, 2016 11:54 AM  
**Cc:** Harper, Jennifer; Plummer, Perry; NHEOC; Hatch, Paul; Lawton, Heidi; Lufkin, Elizabeth; Marinaccio, Alexander; Morse, Danielle; Morton, ShawnaLeigh; Roberts, Kimberly; St Laurent, Nancy; Vaillancourt, Dave  
**Subject:** Drought Conference Call - Friday 9/16 1245

Good morning-

The Governor is hosting a conference call tomorrow, Friday September 16<sup>th</sup>, at 12:45 to update you on drought conditions in New Hampshire. The dial in number is: 1-877-883-0383 Pin #2637052.

The Departments of Environmental Services, Agriculture and DRED will provide information on topics that include: water supply emergencies for public water supply and private wells, requests for emergency bulk water, lawn watering, farms and crops as well as the fire danger.

Attached is the agenda as well as a couple of documents that will be discussed on the call.

We look forward to talking with you tomorrow about this multidiscipline concern for NH communities.

Regards -

New Hampshire Department of Safety – Field Services  
Homeland Security and Emergency Management  
Office: 603-223-3663  
Fax: 603-223-3609  
[NHFS@DOS.NH.Gov](mailto:NHFS@DOS.NH.Gov)



**State of New Hampshire Department of Safety**  
John J. Barthelmes, Commissioner  
Robert L. Quinn, Assistant Commissioner  
Richard C. Bailey, Jr., Assistant Commissioner  
**Homeland Security and Emergency Management**  
Perry E. Plummer, Director  
Jennifer L. Harper, Assistant Director



## **Drought Conference Call Agenda September 16, 2016 – 12:45**

**1-877-883-0383 Pin #2637052**

- Director Perry Plummer - HSEM
- Governor Maggie Hassan
- Department of Environmental Services - Brandon Kernan
  - Overview of Drought Conditions
  - Municipal Drought Issues
- Department of Agriculture - Lorraine Merrill
  - Farms and Crops
- DRED
  - Wildfire Concerns
- Question & Answer Session

## **Drought Emergency in New Hampshire Recommended Measures for New Hampshire Residents**

Southern New Hampshire is experiencing a drought emergency. Southern New Hampshire has received about 50% of its normal rainfall over the last six months. Streamflow and groundwater levels are at historic low levels. Some New Hampshire residents on private wells, as well as some community water systems are experiencing water supply shortages. More widespread shortages are imminent if rainfall does not replenish our lakes, streams and groundwater supplies before winter weather sets in, as our water resources will probably not be substantially refilled until after the snowmelt during the spring of 2017. The drought condition is a very slow-moving natural disaster that may continue to worsen.

**All New Hampshire residents and businesses are asked to reduce water use and be prepared for the effects of drought.**

### **Reducing Water Use Immediately – Recommendations for New Hampshire Residents:**

Average water use per capita in New Hampshire is approximately 63 gallons per day for indoor use. In the summer, total water use increases to 93 gallons per capita per day due to outdoor water use, mostly attributed to lawn watering. Take the below actions to protect water supplies and to save your family water, energy, and money.

**Lawn Watering** – Discontinue lawn watering immediately. Lawn watering can cause household water use to more than double and needs to be discontinued now to save our state's water supply for the winter months.

**Sink Faucets** – Whether you are brushing your teeth, washing your hands, or washing dishes, turn off the faucet to save 2.5 gallons per minute (gpm). For further savings, replace bathroom sink aerators with a 1.5 gpm aerator.

**Showerheads** - Reduce shower time to save anywhere from 2.5 gpm to 5 gpm. Look closely at your showerhead for the labeled flow rate (gpm) and consider replacing it with a WaterSense certified showerhead that guarantees performance at 2.0 gpm or less.

**Clothes Washers** – Wash only full loads and replace clothes washers that are more than 10 years old with new Energy Star certified washers to reduce water use from 23 gallons per load to 13 gallons per load and to cut energy use by 25%. For more information, go to <https://www.energystar.gov/>. NHsaves.com offers a \$30 rebate for energy efficient washing machines. Rebate forms are also often available with the retailer.

**Toilets** – Fix running toilets to eliminate hundreds of gallons a day of wasted water. To test your toilet for a leak, place 5 drops of food coloring in the water tank of the toilet and wait 15 minutes to see if the color appears in the toilet bowl. If so, a common cause is the toilet flapper, which can be replaced with little effort or cost.

Toilets older than 1994 may use anywhere from 3.5 gallons per flush (gpf) to 7 gpf. Replace older toilets with WaterSense certified toilets (1.28 gpf) to save hundreds of gallons a week.

\*WaterSense certified showerheads, toilets, and sink aerators have been tested for performance and are guaranteed to use 20% less water than today's standard products. Look for the WaterSense label on the packaging at your local home improvement retailer or in the product information online. For more information about the products, go to <https://www3.epa.gov/watersense/> and click on 'Products.'



### **Recommendations for Households on Private Wells:**

All wells are susceptible to the impacts of drought, and households with private wells that fail may incur substantial expenses to improve or replace their well. Be prepared.

**Manage Your Water Use** - Spread out the timing of water use so that multiple water uses do not co-occur and so the well has time to replenish.

**Address Water Supply Problems Before Winter** - If your water supply is currently becoming dewatered, now is the time to address the deficiencies. Deferring work to winter months is risky because completing the work may not be possible and/or could be more costly in the winter months.

**Financial Preparedness** - Households should identify savings or other financing options for addressing failed water supply wells.

**Well Location and Basic Information** – Maintain records showing the exact location of the well and/or maintain a well location marker that can be identified during all seasons. Maintain records regarding your well construction and pump work.

Detailed drought guidance for households on private wells can be found at <http://des.nh.gov/organization/divisions/water/dam/drought/documents/droughtguidehome.pdf>.