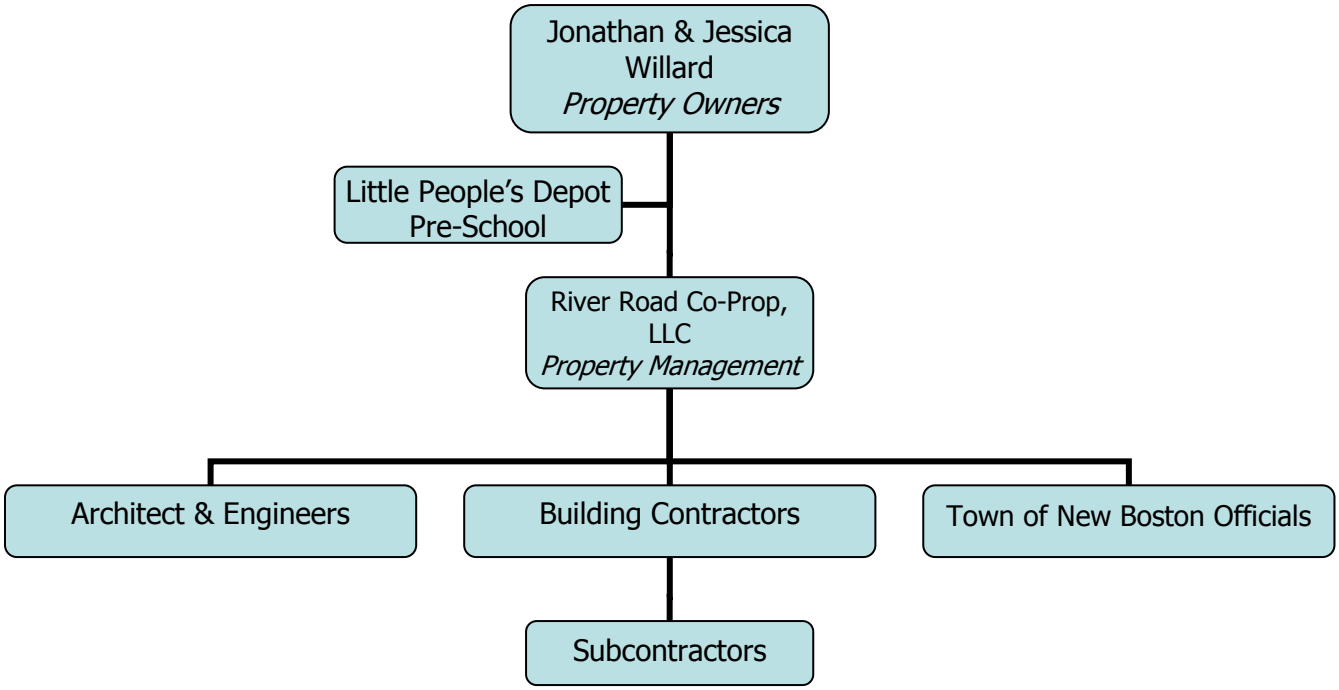
VIII. Appendices

Appendix (a)

Project Organizational Chart



Appendix (b)

Stakeholder Analysis Matrix

Stakeholders	Interests	Impact Assess-ment	Potential strategies for obtaining support or reducing obstacles
Property Owners/ Developer	Creating an affordable, long-term facility for the school.	A	We are the property owners. Need to gain required approvals to make project successful.
Cooperative School Board of Directors	Affordable, Long-Term Facility. Involvement in the Design & Layout of new facility.	A	Commitment needed to proceed with project. Involvement in the design of the facility. Regularly attend Board Meetings to discuss progress.
Cooperative School Teachers	Benefit of secure affordable facility, which leads to job security. Involvement in the Design & Layout of new facility.	A	Involvement in the design of the facility.
Cooperative School Members	Benefit of secure affordable facility, which leads to affordable pre-school tuition.	B	Discuss donor and volunteer options once approvals have been attained and construction phase begins.
St. Mary's Credit Union	Financing the Purchase of Property.	A	Satisfy requirements for financial commitment.
Sanford Surveying	Design & Presentation of the Property Site Plan for approval by the Planning Board.	A	Work closely to develop site plan and present to town to gain required approvals.
Community Members	Interest in ensuring affordable pre-school services in the community.	B	Discuss donor and volunteer options once approvals have been attained and construction phase begins.

Stakeholders	Interests	Impact Assess-ment	Potential strategies for obtaining support or reducing obstacles
New Boston Central School	May need approval to use school property for access to facility. Interests in ensuring students come to elementary school prepared with the skills required to be successful in academic careers.	A/B	Work closely with school if access is required to gain approval for this access. School reputation speaks for itself with regards to developing good skills.
Property Abutters	Interest in activities within the neighborhood (Downtown Environment)	B	Discuss project prior to finding out through a certified letter.
Village Merchants	Interest in helping to create revenue generating activities in the village.	C	Answer questions if any arise. No direct contact required through the project. May solicit for donations when appropriate.
Town of New Boston Planning Board	Approval from the Board is required for project success.	A	Discuss plans prior to application submission to determine potential problems they may see with project and to gain feedback. Then, during application process, closely monitor board activities.
Town of New Boston Building Department	Approval of facility design required for Building Permit	A	Discuss plans prior to application submission to determine potential problems they may see with project and to gain feedback.
Potential Donors & Volunteers	Helping to lower costs of project.	B/C	Solicit for donations prior to construction phase and try to gain volunteer support during construction phase.

Impact Assessment Key: (A) Extremely Important, (B) Fairly Important, (C) Not Very Important

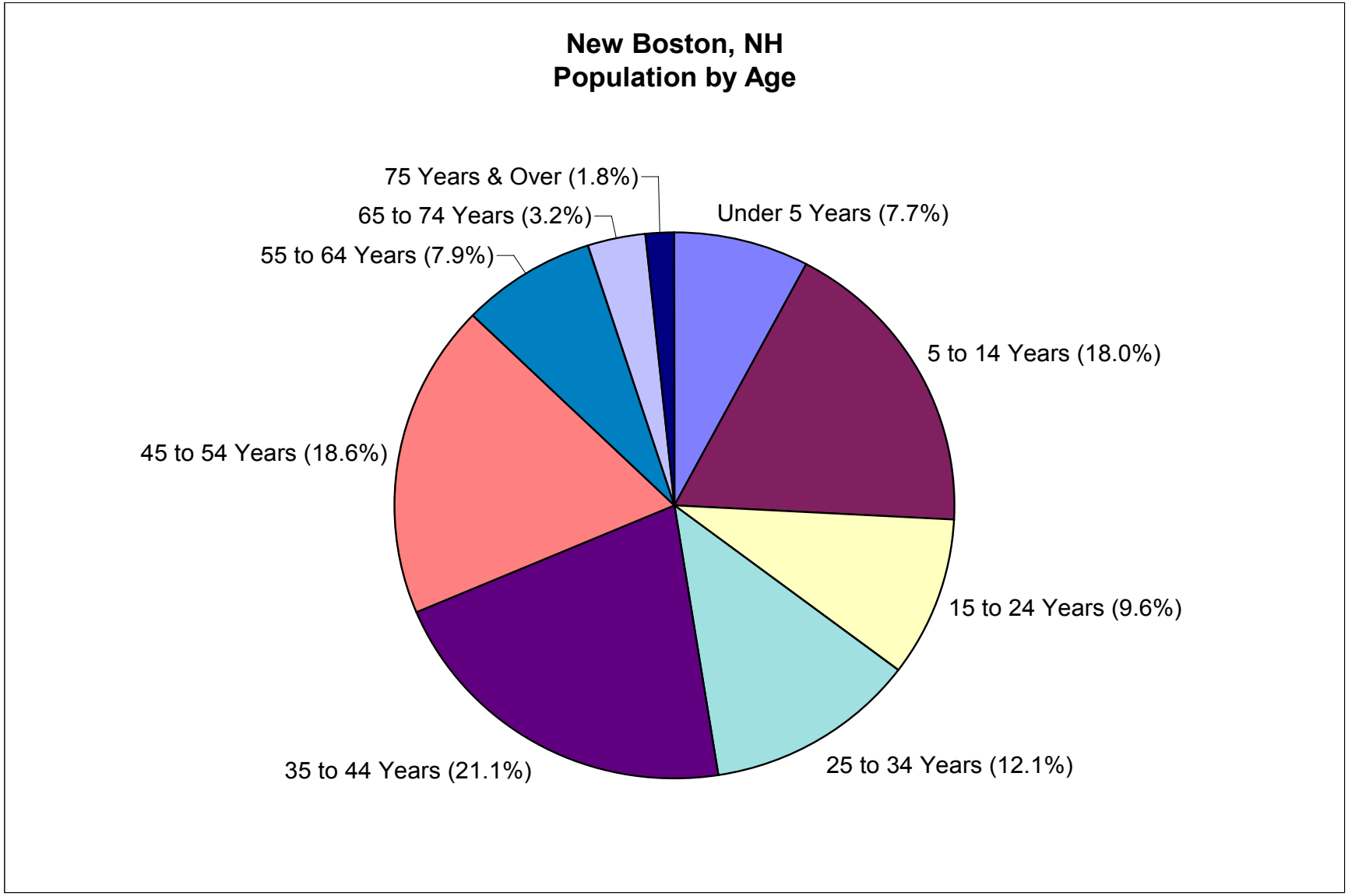
New Boston, NH
Census 2000 Data

Population

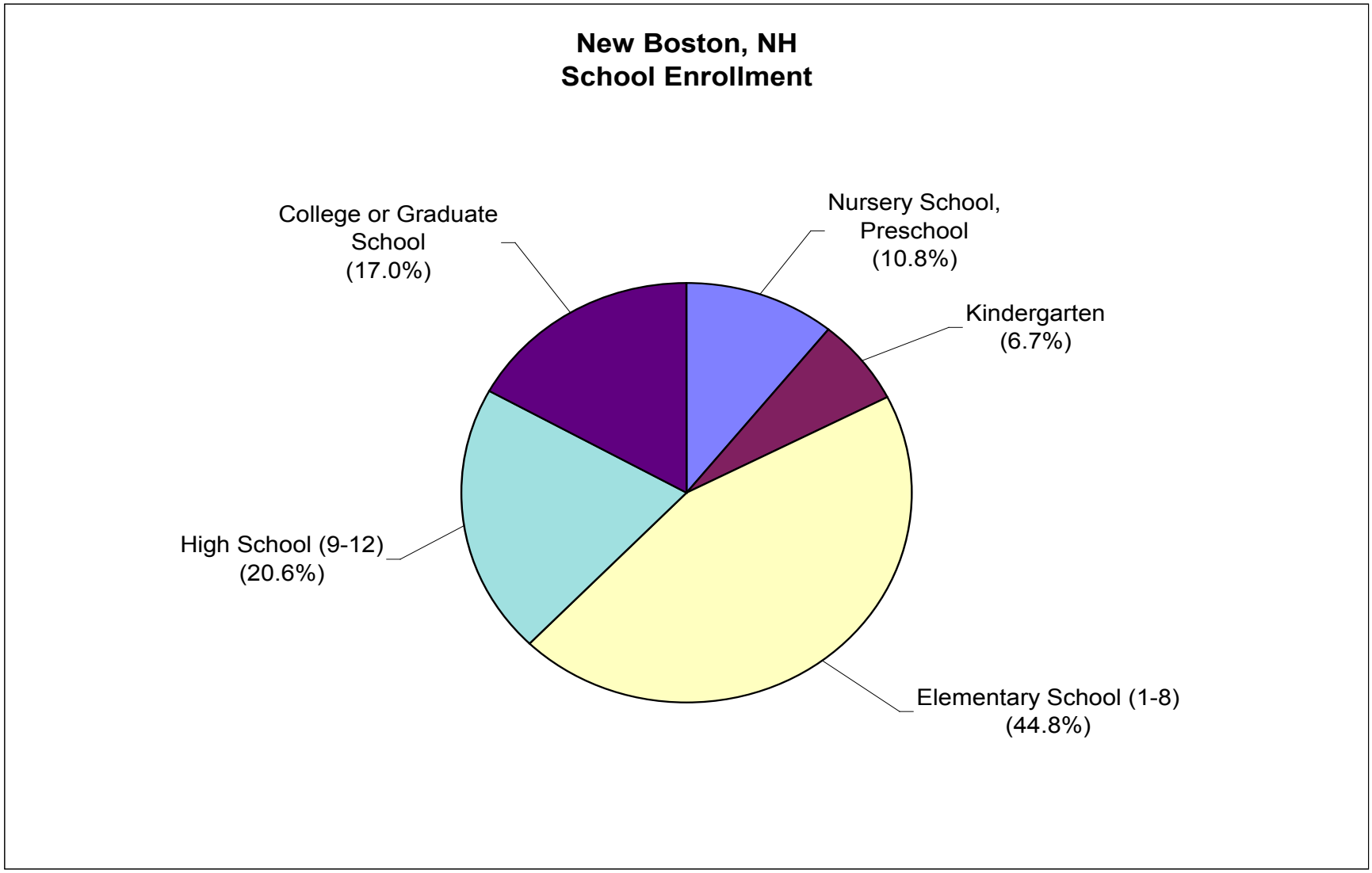
	Number	Percentage
Age		
Under 5 Years	307	7.7
5 to 14 Years	719	18.0
15 to 24 Years	382	9.6
25 to 34 Years	483	12.1
35 to 44 Years	841	21.1
45 to 54 Years	740	18.6
55 to 64 Years	315	7.9
65 to 74 Years	128	3.2
75 Years & Over	70	1.8
TOTAL	3,985	100.0
Median Age (Years)	36.3	

School Enrollment		
Nursery School, Preschool	135	10.8
Kindergarten	84	6.7
Elementary School (Grades 1-8)	558	44.8
High School (Grades 9-12)	257	20.6
College or Graduate School	212	17.0
TOTAL	1,246	100.0

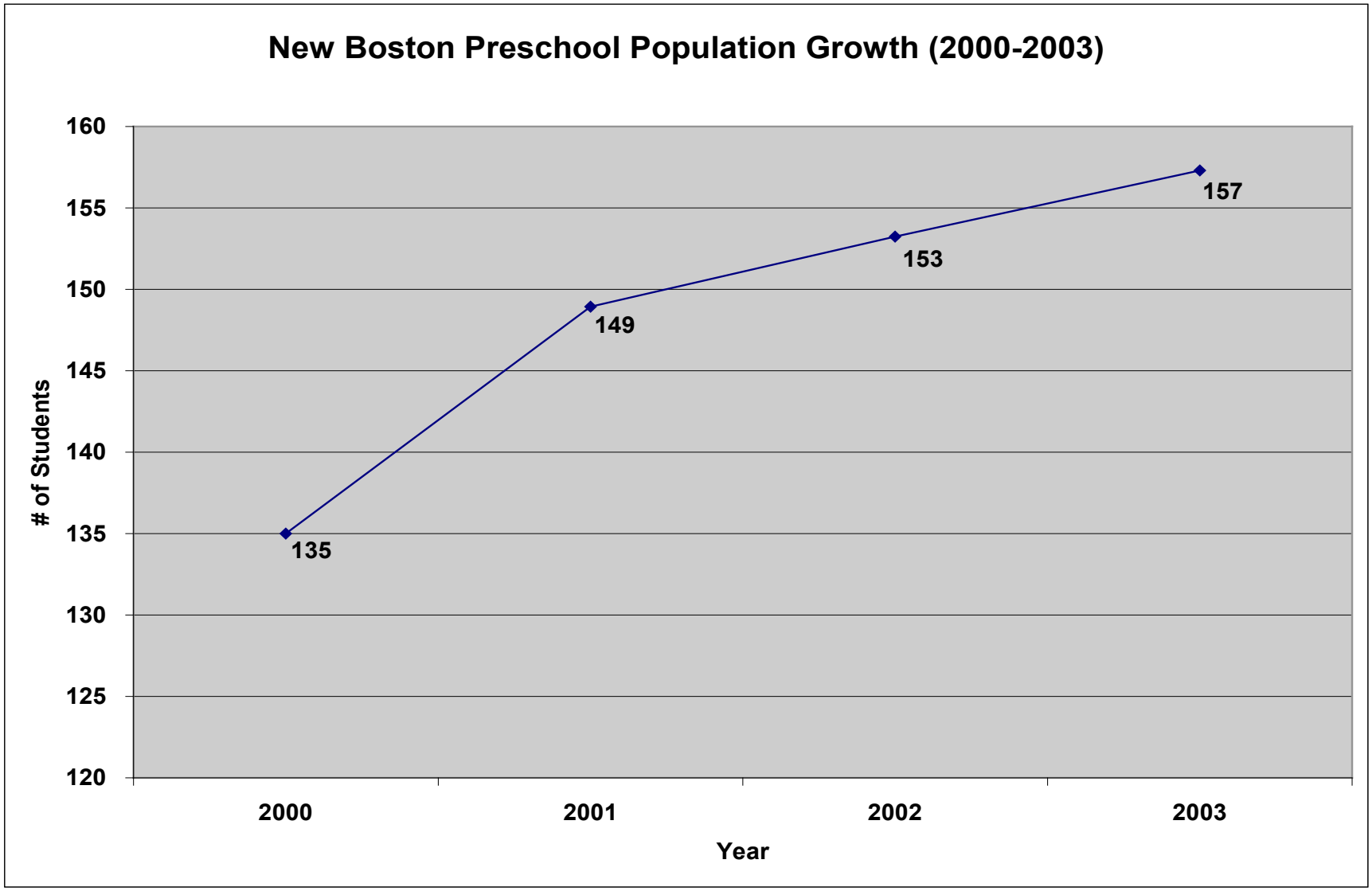
Appendix (d)


New Boston, NH
Population by Age
75 Years & Over (1.8%)
65 to 74 Years (3.2%)
55 to 64 Years (7.9%)
Under 5 Years (7.7%)
5 to 14 Years (18.0%)
45 to 54 Years (18.6%)
15 to 24 Years (9.6%)
35 to 44 Years (21.1%)
25 to 34 Years (12.1%)

Appendix (e)


New Boston, NH
School Enrollment
College or Graduate School (17.0%)
Nursery School, Preschool (10.8%)
Kindergarten (6.7%)
High School (9-12) (20.6%)
Elementary School (1-8) (44.8%)

Appendix (f)


New Boston Preschool Population Growth (2000-2003)
160
155
150
145
140
135
130
125
120
# of Students
135
149
153
157
2000
2001
2002
2003
Year

Appendix (g)

Little Peoples Depot Renovation Project Facility Renovation Budget Estimates			
Items	**Estimated Cost**	**Actual Cost**	**Difference**
Demolition			
Demolition	$400.00	$320.00	($80.00)
Wood Products & Lumber			
Exterior Walls	$1,000.00	$850.00	($150.00)
Interior Partitions	$400.00	$380.00	($20.00)
Ceilings	$400.00	$420.00	$20.00
Stairs	$1,200.00	***	
Finish & Trim	$400.00	***	
Building Insulation			
Insulation	$2,200.00	$2,040.00	($160.00)
Windows & Louvers			
First Floor Windows (4)	$1,000.00	$870.00	($130.00)
Second Floor Windows (2)	$500.00	$360.00	($140.00)
Mechanical Louvers	$200.00	$120.00	($80.00)
Sheetrock			
Sheetrock & Taping	$4,000.00	***	
Painting & Finishes			
Painting	$300.00	***	
Cabinets	$500.00	***	
Countertops	$150.00	***	
Fire Protection			
Fire Extinguishers	$300.00	***	
Electrical			
Electrical Rough	$1,800.00	$2,200.00	$400.00
Light Fixtures	$600.00	$550.00	($50.00)
Electrical Finish	$800.00	$410.00	($390.00)
Mechanical			
Mechanical Equipment	$2,000.00	$5,600.00	$3,600.00
Sheet Metal	$3,000.00	$1,500.00	($1,500.00)
Propane Gas Piping	$500.00	$230.00	($270.00)
Controls	$1,000.00	$250.00	($750.00)
Plumbing			
Plumbing Rough	$500.00	$480.00	($20.00)
Fixtures	$800.00	$1,200.00	$400.00
Composting Toilet	$1,600.00	N/A	($1,600.00)
Plumbing Finish	$800.00	$600.00	($200.00)
Site Work			
Driveway	$1,000.00	***	
Fencing	$1,000.00	***	
Subtotal	$28,350.00	$18,380.00	($1,120.00)
Unexpected Costs			
Add 15%	$4,192.00	$1,800.00	($2,392.00)
Total (To Date)	$32,142.00	$18,380.00	($3,512.00)

***Please note that some actual costs are still to be determined as of 3/1/06.

Appendix (h)

Logic Model

Goal: The goal of the project is to secure a property and complete the development of a facility for Little Peoples Depot Cooperative Preschool in time for the next school year. In order to accomplish this goal the following objectives must be met.

Objective #1: Secure a property to be used in the development of a facility for the preschool.

Inputs	Process	Outputs	Outcome
• Misc. Resources for property search • 20 hours of Project management time • Computer • $30,000 (Down-Payment) • Personal Financial Statement	1.) Review & develop list of available properties on the market. 2.) Conduct Feasibility Study 3.) Negotiate Terms of Purchase 4.) Review of draft Purchase & Sales Agreement 5.) Meet with bank to satisfy mortgage requirements 6.) Procure Property	• Completed Feasibility Study • Terms of Purchase • Executed Purchase & Sales Agreement • Financial Commitment from the bank • Property	Property for the development of a facility for the preschool secured.

Objective #2: Gain commitment from the director of the preschool.

Inputs	Process	Outputs	Outcome
• 15 hours of Project Management Time • Computer, Paper	1.) Develop Preliminary Proposal 2.) Develop draft Lease Agreement 3.) Meet with Director	• Preliminary Proposal • Draft Lease Agreement	Commitment from Director of Preschool.

Objective #3: Gain project approval from the required town and state officials.			
Inputs	**Process**	**Outputs**	**Outcome**
• Computer, Paper • Tax Maps • 90 – 100 hours of project management time • 40 hours of engineering time • 10 hours of attorney time • 3-5 hours of school board time • 6-10 hours of planning board time • 2 hours of preschool director time	1.) Develop Site Plan & Design Documents 2.) Meet with Planning Board for preliminary review 3.) Incorporate changes into site plan & design documents. 4.) Develop Draft of Groundwater Easement 5.) Meet with School Board for review of groundwater easement 6.) Finalize groundwater easement 7.) Develop warrant article with school board 8.) Vote (Gain approval from School District) 9.) Finalize Site Plan & Design Documents 10.) Finalize Proposal for preschool 11.) Apply for Building Permits	• Preliminary Site Plans & Design Documents • Draft Ground Water Easement • School District Warrant Article • Finalized Site Plans & Design Documents • Finalized Proposal for Preschool • Building Permits	Project Approval from Town & State Officials

Objective #4: Complete the project in time for the next school year.			
Inputs	**Process**	**Outputs**	**Outcome**
• Building Permits • $32,000. • Building Materials • 50 hours of project management time • Construction Team	1.) Demolition of interior of facility 2.) Frame interior of building 3.) Install MEP systems 4.) Install building finishes 5.) Get inspections 6.) Apply for Certificate of Occupancy 7.) Finalize and sign lease agreement 8.) Plan Open House	• Interior Framing Inspection • Rough Inspection • Final Inspection • Certificate of Occupancy • Executed Lease Agreement • Open House	Completed facility for preschool.

Appendix (i) *Gantt Charts*

Objective #1: Secure a Property

	10/4	10/11	10/18	10/25	11/1	11/8	11/15	11/22	11/29	Task Time
Secure property										50 days
Identify potential										10 days
Conduct study										3 days
Select property										3 days
Negotiate terms										10 days
Execute P&S agreement					♦					0 days
Bank commitment										10 days
Finalize mortgage req										25 days
Procure property									♦	0 days

* Each block represents 1 week.

Objective #2: Gain Commitment from to Director

	10/18	10/25	11/1	11/8	11/15	11/22	11/29	12/6	12/13	Task Time
Gain commitment										40 days
Develop proposal										14 days
Execute P&S agreement			♦							0 days
Present proposal										1 day
Follow-up (if req'd)										10 days
Proposal accepted							♦			0 days
Commitment from Director									♦	5 days

* Each block represents 1 week.

Objective #3: Gain Project Approval from Town Officials

	11/22	12/13	12/13/04-12/12/05	12/12	1/2	1/23	2/13	3/6	3/27	Task Time
Gain approval										120 days
Develop pre. site plan										10 days
Info session										3 days
Develop Warrant Art.										360 days
Gain approval from Sch. Brd										15 days
Warrant Art. Approved								♦		1 day
Develop final site plan										15 days
Gain approval from Board								♦		0 days
Finalize facility design										10 days
Apply for building prmit										2 days
Gain Permit									♦	0 days

* Each block represents 3 weeks.

Objective #4: Complete the Renovation (In time for school)

	3/24	3/31	4/7	4/14	4/21	4/28	5/5	5/12/06-8/1/06	8/16	8/30	Task Time
Complete facility											days
Start construction	♦										0 days
Demolition of interior											5 days
Interior framing											15 days
MEP in-wall rough											10 days
Rough Inspection				♦							0 days
Insulate building											5 days
Install interior finishes											10 days
Final inspection							♦				0 days
Acquire C.O.							♦				0 days
Execute lease agreement								♦			0 days
Open House									♦		0 days
Move school											5 days

* Each block represents 2 weeks.

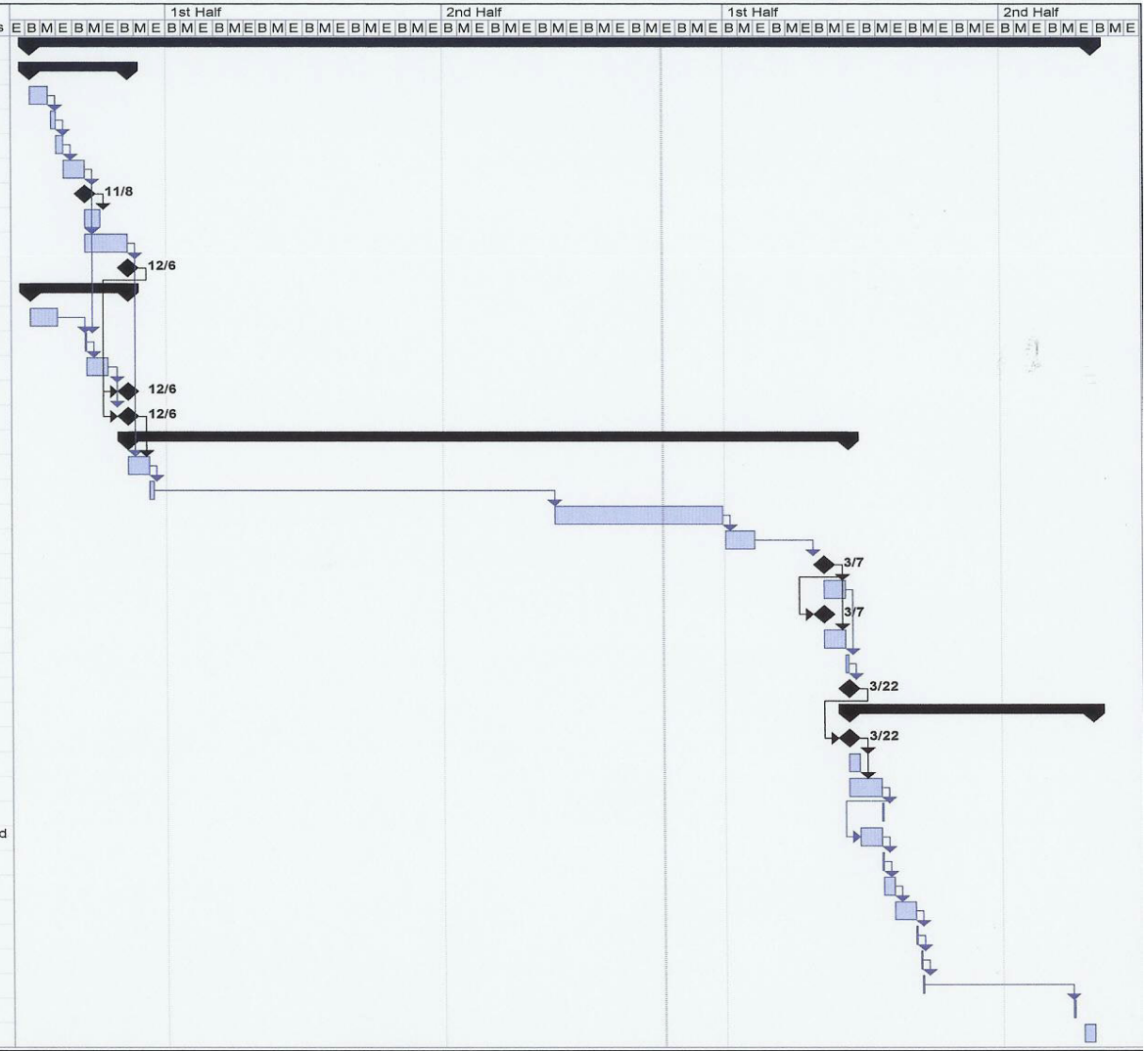
Appendix (j) *Pro Forma Budget*

Little People's Depot Preschool (New Facility Development)						Pro Forma Budget
	2006					
REVENUE	**April**	**May**	**June**	**July**	**August**	**Total**
Investment						
Property Owner Contribution	2,230	7,480	6,160	12,090	2,145	30,105
Contributions						
Evironmental Protection Grant	0	0	0	12,000	0	12,000
Pro Bono Design Work	2,500	0	0	0	0	2,500
TOTAL REVENUE	**4,730**	**7,480**	**6,160**	**24,090**	**2,145**	**44,605**
	2006					
EXPENSES	**April**	**May**	**June**	**July**	**August**	**Total**
Architectural Design	2,500	0	0	0	0	2,500
Demolition	400	0	0	0	0	400
Wood Products & Lumber	1,400	400	0	1,200	400	3,400
Exterior Walls	1,000	0	0	0	0	1,000
Interior Partitions	400	0	0	0	0	400
Ceilings	0	400	0	0	0	400
Stairs	0	0	0	1,200	0	1,200
Finish & Trim	0	0	0	0	400	400
Building Insulation	0	0	0	2,200	0	2,200
Windows & Louvers	0	1,500	200	0	0	1,700
First Floor Windows (4)	0	1,000	0	0	0	1,000
Second Floor Windows (2)	0	500	0	0	0	500
Mechanical Louvers	0	0	200	0	0	200
Sheetrock & Taping	0	0	0	4,000	0	4,000
Painting & Finishes	0	0	0	300	650	950
Painting	0	0	0	300	0	300
Cabinets	0	0	0	0	500	500
Countertops	0	0	0	0	150	150

Little People's Depot Preschool (New Facility Development)						Pro Forma Budget
	2006					
EXPENSES (CON'T)	**April**	**May**	**June**	**July**	**August**	**Total**
Fire Extinguishers	0	0	0	0	300	300
Electrical	0	900	900	800	600	3,200
Electrical Rough	0	900	900	0	0	1,800
Electrical Finish	0	0	0	800	0	800
Light Fixtures	0	0	0	0	600	600
Mechanical	0	2,000	4,500	0	0	6,500
Mechanical Equipment	0	2,000	0	0	0	2,000
Sheet Metal	0	0	3,000	0	0	3,000
Gas Piping	0	0	500	0	0	500
Temperature Controls	0	0	1,000	0	0	1,000
Plumbing	0	0	0	0	0	0
Plumbing Rough	0	0	500	0	0	500
Plumbing Finish	0	0	0	800	0	800
Plumbing Fixtures	0	0	0	2,400	0	2,400
Site Work	0	2,000	0	0	0	2,000
Driveway	0	1,000	0	0	0	1,000
Fencing	0	1,000	0	0	0	1,000
Septic System	0	0	0	13,400	0	13,400
Septic Design	0	0	0	1,400	0	1,400
Septic Installation	0	0	0	12,000	0	12,000
Sub Total Expenses	4,300	6,800	5,600	21,900	1,950	40,550
Contingency (10%)	430	680	560	2,190	195	4,055
TOTAL EXPENSES	**4,730**	**7,480**	**6,160**	**24,090**	**2,145**	**44,605**

Appendix (k) *Microsoft Project Schedule*

ID	Task Name	Duration	Start	Finish	Predecess
1	**Project**	**497 days**	**10/4/2004**	**8/29/2006**	
2	**Secure Property (#1)**	**46 days**	**10/4/2004**	**12/6/2004**	
3	Identify Potentials	10 days	10/4/2004	10/15/2004	
4	Conduct Study	3 days	10/18/2004	10/20/2004	3
5	Select Property	3 days	10/21/2004	10/25/2004	4
6	Negotiate Terms	10 days	10/26/2004	11/8/2004	5
7	Execute P&S	0 days	11/8/2004	11/8/2004	6
8	Bank Commitment	8 days	11/9/2004	11/18/2004	7
9	Finalize Mortgage Req.	20 days	11/9/2004	12/6/2004	6
10	Procure Property	0 days	12/6/2004	12/6/2004	9
11	**Gain Commitment (#2)**	**46 days**	**10/4/2004**	**12/6/2004**	
12	Develop Proposal	14 days	10/4/2004	10/21/2004	
13	Present Proposal	1 day	11/9/2004	11/9/2004	6,12
14	Follow-Up	10 days	11/10/2004	11/23/2004	13
15	Proposal Accepted	0 days	12/6/2004	12/6/2004	10,14
16	Commitment from Director	0 days	12/6/2004	12/6/2004	10,14
17	**Gain Project Approval (#3)**	**337 days**	**12/7/2004**	**3/22/2006**	
18	Develop Site Plan	10 days	12/7/2004	12/20/2004	9,16
19	Attend Info Session	3 days	12/21/2004	12/23/2004	18
20	Develop Warrant Article	80 days	9/12/2005	12/30/2005	19
21	Gain Board Approval	15 days	1/2/2006	1/20/2006	20
22	Warrant Article Approved	0 days	3/7/2006	3/7/2006	21
23	Develop Final Site Plan	10 days	3/7/2006	3/20/2006	22
24	Gain P Board Approval	0 days	3/7/2006	3/7/2006	22
25	Finalize Facility Design	10 days	3/7/2006	3/20/2006	22
26	Apply for Permits	2 days	3/21/2006	3/22/2006	23
27	Gain Permit	0 days	3/22/2006	3/22/2006	26
28	**Complete Facility (#4)**	**114 days**	**3/22/2006**	**8/29/2006**	
29	Start Construction	0 days	3/22/2006	3/22/2006	27
30	Interior Demo	5 days	3/23/2006	3/29/2006	29
31	Interior Framing	15 days	3/23/2006	4/12/2006	29
32	Framing Inspection	1 day	4/13/2006	4/13/2006	31
33	MEP Rough	10 days	3/30/2006	4/12/2006	31FS-10 d
34	Rough Inspection	1 day	4/13/2006	4/13/2006	33
35	Insulate Building	5 days	4/14/2006	4/20/2006	34
36	Install Interior Finishes	10 days	4/21/2006	5/4/2006	35
37	Final Inspection	1 day	5/5/2006	5/5/2006	36
38	Acquire CO	1 day	5/8/2006	5/8/2006	37
39	Execute Lease	1 day	5/9/2006	5/9/2006	38
40	Open House	1 day	8/16/2006	8/16/2006	39
41	Move School	5 days	8/23/2006	8/29/2006	



Project: Project1
Date: 11/21/2005

Task | Progress | Summary | External Tasks | Deadline
Split | Milestone | Project Summary | External Milestone

Page 1

Appendix (I) ***Progress Reports***

Progress Report
September 12, 2005

Objectives:
The first two objectives have been met. We have secured the property and have gained commitment from the director of the preschool. We are about 95% through the third objective and have been presented with an obstacle from the planning board. They are requiring a septic permit in order to approve our site plan. However, the property does not meet the lot loading requirements called for by the state Department of Environmental Services. So, we have been discussing the possibility of an easement on school district land, which is adjacent to our property, for the purpose of meeting the state requirements. We have a meeting with the school district on October 11, 2005 to determine if they have the authority to grant the easement. If they do not, a school district vote will be required in March 2006.

Timeline:
Our hope is that we can be granted the easement and the rest of the schedule would be accelerated to have the facility ready for the school by Christmas break. This would be an acceptable time for the school to move in.

Gantt Chart:
The Gantt chart for this project is dependent on the ability of the school board to grant an easement on school district property. If the school board determines that they can grant the easement, then the schedule will pick up on Objective #4 and probably accelerated to meet the needs of the preschool. If not, the schedule would not start up again until March.

Monitor:
The benchmarks are illustrated in the Gantt chart and these benchmarks will be monitored once the project overcomes the hurdle described above.

Stakeholder & Community Analysis:
See Stakeholder Analysis in Appendix (b).

Project Bibliography:
See Bibliography in Baseline Project. To date, nothing has changed.

Research:
More research needs to be conducted in green building techniques and supporting documentation to illustrate the paybacks of such techniques.

Progress Report
November 1, 2005

Objectives:
Again, the first two objectives have been met. We have secured the property and have gained commitment from the director of the preschool. We are about 95% through the third objective and have been presented with an obstacle from the planning board. They are requiring a septic permit in order to approve our site plan. However, the property does not meet the lot loading requirements called for by the state Department of Environmental Services. We are in full discussion with the school board and presented them with our needs for the required easements. They are very receptive and we have a meeting with them on November 8 to discuss the draft of the warrant article that will be presented to the town in March. Once the draft is completed, we will be securing an engineer to draft the required drawings for the easement. This will be completed sometime in December. The next step will be to spread the word and garner support for the warrant article. Also, in December we will be working with the community through a Deliberative Session to finalize the warrant article that will be placed on the ballot in March, 2006.

Timeline:
November, 2005:
1.) Create draft of warrant article and work with school board to finalize draft.
December, 2006:
1.) Create engineered drawings required for the warrant article.
2.) Organize and garner community support for the warrant article.
- Draft a letter to the editor of the local newspaper describing the need for the easements and the impact it will have on the project.
- Hold a community meeting prior to the deliberative session to answer any questions and hopefully, modify the draft of the warrant article to reflect the concerns (if any) of the community.

3.) Attend the deliberative session.
January, 2006:
1.) Continue to gather support for the warrant article.
February, 2006:
1.) Continue to gather support.
March, 2006:
1.) Vote
2.) Move forward with remainder of project.

Gantt Chart:
The third objective will begin in March pending a vote in our favor. Then, the schedule for Objective #3 will be accelerated and completed in about (2) months or by May, 2006.

Monitor:
The benchmarks are illustrated in the Gantt chart and these benchmarks will be monitored once the project overcomes the hurdle described above.

Stakeholder & Community Analysis:
See Stakeholder Analysis in Appendix (b).

Project Bibliography:
See Bibliography in Baseline Project. To date, nothing has changed.

Research:
More research needs to be conducted in green building techniques and supporting documentation to illustrate the paybacks of such techniques.

Progress Report
December 5, 2005

Objectives:
We have been working with the school board, and attorney and an engineer to finalize the groundwater easement that is required by the New Hampshire Department of Environmental Services for a new septic system on the property. We met with the board on November 8th to review a draft of the easement. They have forwarded to their attorney for review. We hope to finalize the easement at the next meeting on December 13th. Then, we will work with the board to draft the warrant article, which will be voted on in March. In January we will be involved in the deliberative session to garner support for the warrant article. We also hope to put an article in the local newspaper to inform the community of the warrant article and explain the details of the easement.

Timeline:
December, 2005:
1.) Create draft of warrant article and work with school board to finalize draft.
2.) Create engineered drawings required for the warrant article.

January, 2006:
1.) Organize and garner community support for the warrant article.
   a. Draft a letter to the editor of the local newspaper describing the need for the easements and the impact it will have on the project.
   b. Hold a community meeting prior to the deliberative session to answer any questions and hopefully, modify the draft of the warrant article to reflect the concerns (if any) of the community.
2.) Attend the deliberative session.

February, 2006:
1.) Continue to gather support.

March, 2006:
1.) Vote
2.) Move forward with remainder of project.

Gantt Chart:
The third objective will begin in March pending a vote in our favor. Then, the schedule for Objective #3 will be accelerated and completed in about (2) months or by May, 2006.

Monitor:
The benchmarks are illustrated in the Gantt chart and these benchmarks will be monitored once the project overcomes the hurdle described above.

Stakeholder & Community Analysis:
See Stakeholder Analysis in Appendix (b).

Project Bibliography:
See Bibliography in Baseline Project. To date, nothing has changed.

Research:
More research needs to be conducted in green building techniques and supporting documentation to illustrate the paybacks of such techniques.

Progress Report
January 25, 2006

Objectives:
The objectives for the next two months are to continue to develop support for the warrant article that will be voted on in March and work with the preschool to explore environmental grant opportunities for replacing the onsite septic system. Gaining support for the warrant article, and therefore, the project, will be attained by encouraging cooperative members to spread the message within the community and by getting the word out through the local newspaper, New Boston Bulletin.

Timeline:
January, 2006:
1.) Organize and garner community support for the warrant article.
   a. Draft a letter to the editor of the local newspaper describing the need for the easements and the impact it will have on the project. We have also been asked to be interviewed by a local journalist.

February, 2006:
1.) Continue to gather support.
2.) Attend the Deliberative Session to answer questions.

March, 2006:
1.) Vote
2.) Move forward with remainder of project.

July, 2006:
1.) Complete Project.

Gantt Chart:
The third objective will begin in March pending a vote in our favor. Then, the schedule for Objective #3 will be accelerated and completed in about (4) months or by July, 2006.

Monitor:
The benchmarks are illustrated in the Gantt chart and these benchmarks will be monitored once the project overcomes the hurdle described above.

Stakeholder & Community Analysis:
See Stakeholder Analysis in Appendix (b).

Project Bibliography:
See Bibliography in Baseline Project. To date, nothing has changed.

Research:
More research needs to be conducted in green building techniques and supporting documentation to illustrate the paybacks of such techniques.

Progress Report
March 20, 2006

Objectives:
The objectives for the next three months are to

Timeline:
April, 2006:
1.) Develop Septic Design & Submit for Approval to the State of NH.
2.) Complete Application to Planning Board for Approval
3.) Finalize Facility Design
4.) Apply for Building Permit
June, 2006:
1.) Renovate Barn
2.) Complete Site Work
July, 2006:
1.) Complete Project.

Gantt Chart:
We are back on track.

Monitor:
The benchmarks are illustrated in the Gantt chart and these benchmarks will be monitored weekly to ensure project is on schedule.

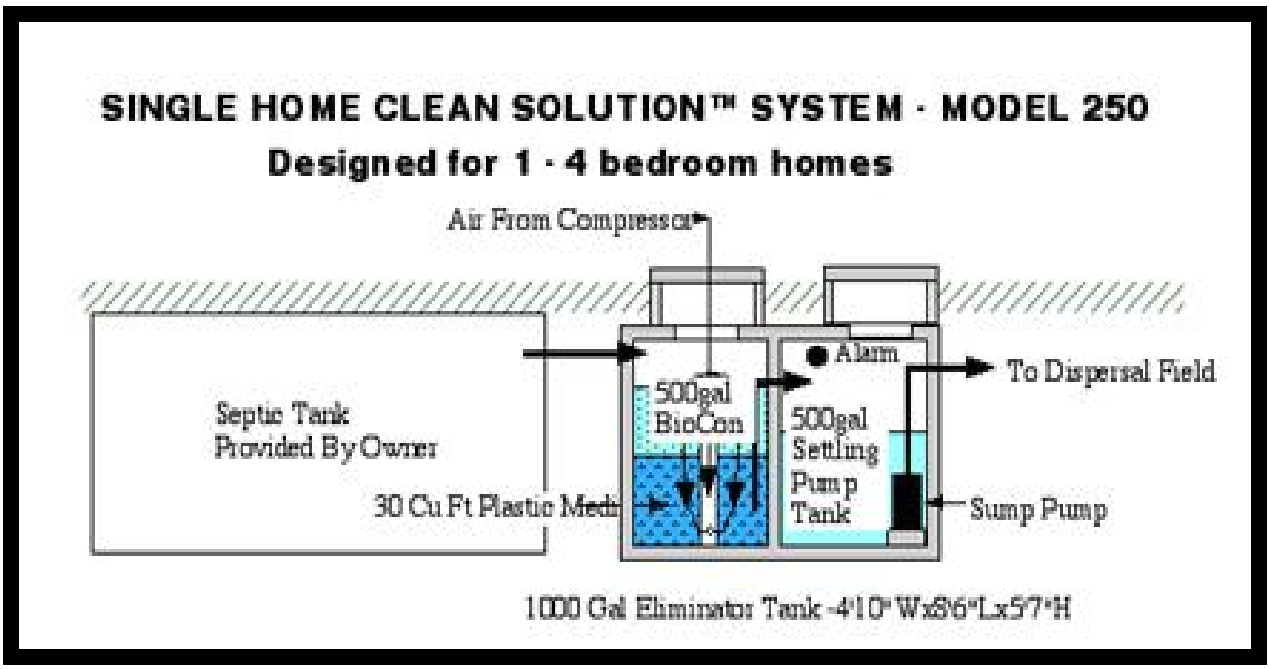
Stakeholder & Community Analysis:
See Stakeholder Analysis in Appendix (b).

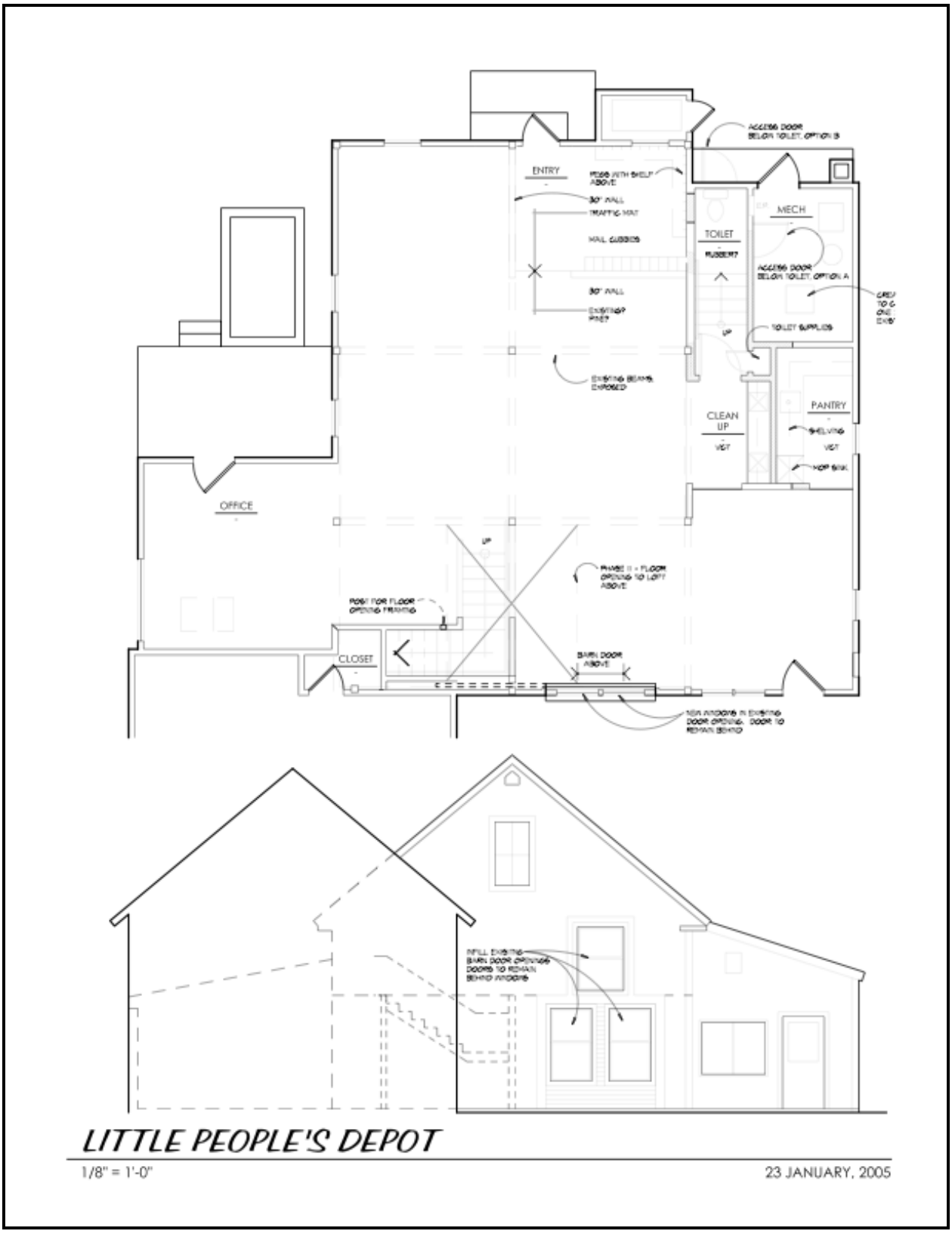
Project Bibliography:
See Bibliography in Baseline Project. To date, nothing has changed.

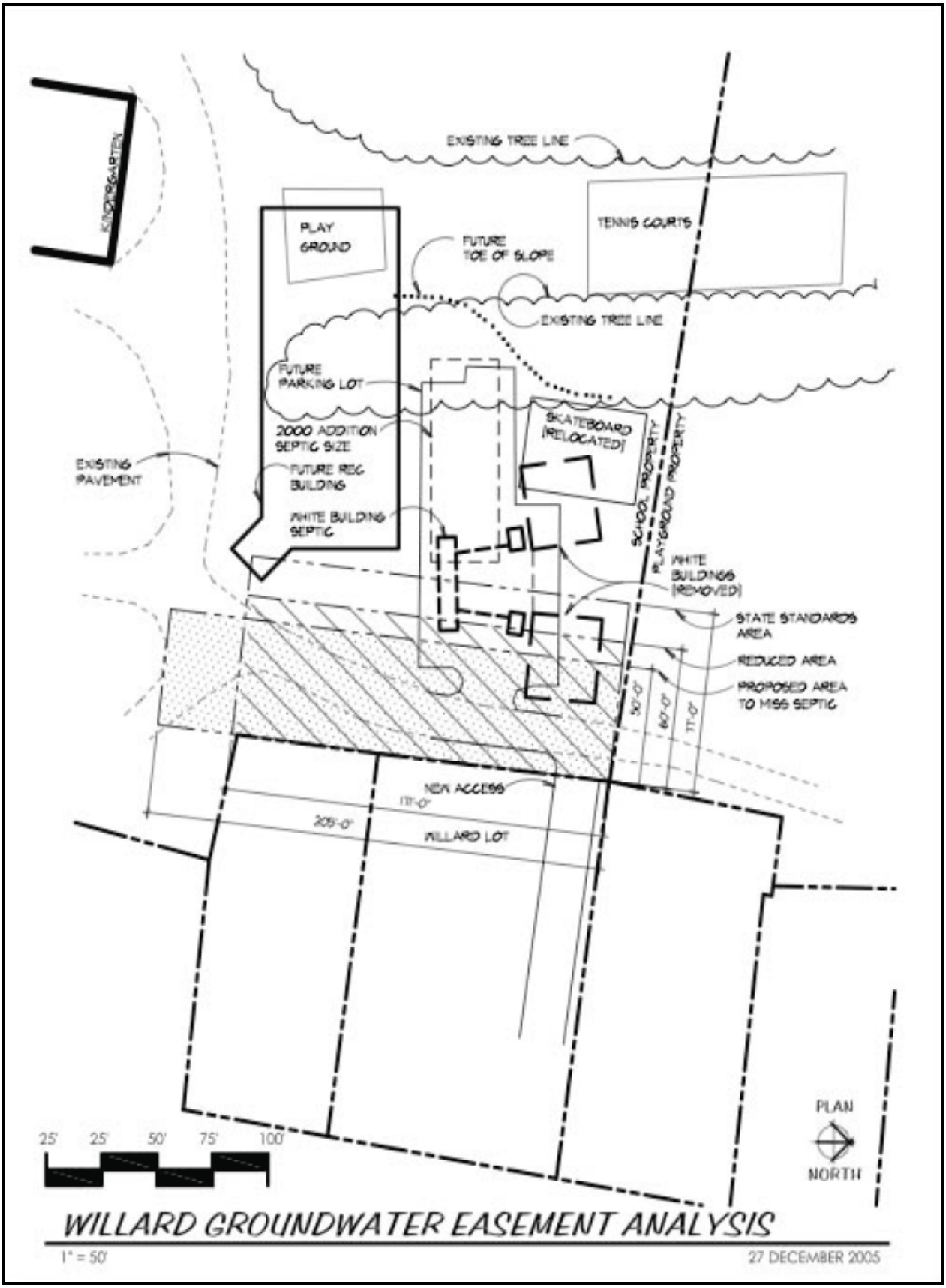
Research:
More research needs to be conducted in green building techniques and supporting documentation to illustrate the paybacks of such techniques.

Appendix (m) ***Design Documents***

Alternative, Ecologically Sound, Aerobic, Subterranean Septic System




ACCESS DOOR BELOW TOILET, OPTION B
ENTRY
POST WITH SHELF ABOVE
30" WALL
TRAFFIC MAT
MAIL CUBBIES
30" WALL
EXISTING POST
EXISTING BEAMS EXPOSED
MECH
TOILET
RUBBER?
ACCESS DOOR BELOW TOILET, OPTION A
TOILET SUPPLIES
UP
CLEAN UP
VCT
PANTRY
SHELVING
VCT
HOP SINK
OFFICE
UP
PHASE II - FLOOR OPENING TO LOFT ABOVE
POST FOR FLOOR OPENING FRAMING
CLOSET
BARN DOOR ABOVE
NEW WINDOWS IN EXISTING DOOR OPENING. DOOR TO REMAIN BEHIND
INFILL EXISTING BARN DOOR OPENINGS DOORS TO REMAIN BEHIND WINDOWS
LITTLE PEOPLE'S DEPOT
1/8" = 1'-0"
23 JANUARY, 2005


KINDERGARTEN
EXISTING TREE LINE
PLAY GROUND
TENNIS COURTS
FUTURE TOE OF SLOPE
EXISTING TREE LINE
FUTURE PARKING LOT
2000 ADDITION SEPTIC SIZE
FUTURE REC BUILDING
WHITE BUILDING SEPTIC
EXISTING PAVEMENT
SKATEBOARD (RELOCATED)
SCHOOL PROPERTY
PLAYGROUND PROPERTY
WHITE BUILDINGS (REMOVED)
STATE STANDARDS AREA
REDUCED AREA
PROPOSED AREA TO MISS SEPTIC
50'-0"
60'-0"
77'-0"
NEW ACCESS
177'-0"
205'-0"
WILLARD LOT
25' 25' 50' 75' 100'
PLAN
NORTH
WILLARD GROUNDWATER EASEMENT ANALYSIS
1" = 50'
27 DECEMBER 2005

Appendix (n) *Supplemental Information*

(Misc. Information, Planning Board Presentations, Letters, Etc.)

Jonathan Willard

532 Bedford Road
New Boston, NH 03070
Phone: 603.487.5461
jwillard@keyspanservices.com

February 22, 2005

Town of New Boston
New Boston Planning Board
PO Box 250
New Boston, NH 03070

RE: 20 River Road Proposed Site Plan

Dear Members of the Board:

In reference to our site plan application that will be submitted for review by the board on March 22, we request the following waiver. With regards to Item D. under Section 2 of the Town Non-Residential Site Plan Review Regulation, it is required that "No more than (1) non-family, on-site employee will be employed" at the facility. Little Peoples Depot Preschool, who will be occupying the space, currently employs (2) people (one teacher and one aide). However, both employees work part time (about 15 hours/week), and since the combined hours of both employees is less that that of a full-time employee, it is our request that this requirement be waived. This waiver will allow us to complete a minor site plan for the board's approval.
We look forward to hearing from you. If you have any questions, please do not hesitate to contact me.

Sincerely,

Jonathan Willard
Property Owner/Applicant

Jonathan Willard

532 Bedford Road
New Boston, NH 03070
Phone: 603.487.5461
jwillard@gsphinc.com

March 8, 2005

Town of New Boston
New Boston Planning Board
PO Box 250
New Boston, NH 03070

RE: 20 River Road Proposed Site Plan

Dear Members of the Board:

The following is a list of Abutting Owners to the property referenced above and other required parties in partial fulfillment of the requirements for the Site Plan Review Checklist for the minor site plan application at the same location.

Jean Lowell
22 River Road
New Boston, NH 03070

Burton S. Knight, Trustee
Wilene Knight, Trustee
86 Spring Road
Amherst, NH 03031

Town of New Boston
New Boston Central School
PO Box 250
New Boston, NH 03070

Town of New Boston
Conservation Commission
PO Box 250
New Boston, NH 03070

Playground Association
PO Box 522
New Boston, NH 03070

Jamie Neefe, Architect
146 Byam Road
New Boston, NH 03070

Jonathan Willard
532 Bedford Road
New Boston, NH 03070

If you have any questions, please do not hesitate to contact me.

Sincerely,
Jonathan Willard
Property Owner/Applicant

Jonathan & Jessica Willard

532 Bedford Road
New Boston, NH 03070
Phone: 603.487.5461
jwillard@gsphinc.com

April 6, 2005

Jamie Neefe
School Board Member
New Boston Central School
15 Central School Road
New Boston, NH 03070

Dear Jamie:

We have been added to the agenda of your April 12th School Board meeting. The purpose of this letter and the enclosed plan is to inform you of our intent ahead of time, so that next week's meeting can be as productive as possible. Thank you for the opportunity to discuss our proposal with you and the other board members.

We purchased the property at 20 River Road (the white house with an attached red barn, directly across from the depot bridge) in November, 2004 with the intention of converting the barn into a facility for Little People's Depot Preschool. The school is a nonprofit cooperative organization that has been serving the community for over 30 years. It currently operates in the Neville Mill Hall on the grounds of what was formerly the Molly Stark Tavern. Since that property is under new ownership, the facility will no longer be available to them after this school year. Our goal is to have the new facility ready for the preschool for the 2005-2006 school year.

We have presented a site plan application for this project to the Planning Board in town. Several options for access to the site were presented, and the one with the least amount of impact on downtown and school traffic was chosen. We are proposing that the access for the preschool be from the private school road near the white buildings, entering the site from the backside of the property (See attached Proposed Site Plan). The traffic flow will be one-way, exiting onto River Road. It has been determined by both the planning board and the road agent that the road behind the proposed site is a private drive and that permission is required from the School Board to use this road for access to the site. This permission would be in the form of an access easement, which, in the event of your approval, would be drafted by an attorney at our expense.

We are asking for your support. The preschool is in desperate need of a facility for next school year and thereafter. We feel that the preschool is a very important community asset and we are committed to helping them. They are willing to make any operational changes that will allow this proposal to move forward; such as adjusting school times and/or pick-up and drop-off routines to alleviate any traffic concerns.

If there is any additional information that you need or there are any questions that we can answer, please do not hesitate to contact either one of us. Thanks again for your time and the opportunity to present our proposal to you. We look forward to seeing you at the School Board meeting on April 12th.

Sincerely,

Jonathan & Jessica Willard
Property Owners

Enclosure

Jonathan & Jessica Willard

532 Bedford Road
New Boston, NH 03070
Phone: 603.487.5461
jwillard@gsphinc.com

May 18, 2005

Members of the Board
Town of New Boston
New Boston Planning Board
PO Box 250
New Boston, NH 03070

Dear Members of the Board:

We are writing this letter to respond to the (3) issues that were identified at our last planning board meeting on May 10.

Item #1:
Requirement that preschool traffic does not interfere with New Boston Central School traffic

Response:
We have added a note to the proposed site plan that it will be the responsibility of the property owners to ensure that traffic related to the preschool shall not interfere with the traffic flow of the New Boston Central School. The property owners will work very closely with Rick Matthews to make sure that he is satisfied with our site access plan and that the impact on the normal operations of the school is minimized.

Item #2:
Requirement for a state driveway permit from the Department of Transportation

Response:
An application for a state driveway permit update has been submitted and is pending approval. However, through preliminary discussions it has been determined that the approval should be obtained with only minor site changes if any at all.

Item #3:
Requirement for a septic permit from the Department of Environmental Services

Response:
Through discussions with the Department of Environmental Services and a local septic engineer, we have determined the following. The State of New Hampshire requires that the use of a composting toilet system be designed to the same specification as a standard sewage waste system. The lot must be able to satisfy the lot loading requirements that would be required with a standard system. However, there are no

known cases where the DES has required an upgrade to an existing system with the use of composting toilets. The DES has only required that the lot be able to meet the minimum requirements of the design. The reason for this requirement is that the state does not want property owners installing composting toilet systems and not be able to install an onsite septic system if it eventually became a necessity. This would create a grandfathering situation if the property were ever sold to someone not wanting to use composting toilets. The only issue with the proposed lot is that in order to meet the lot loading requirements, we would need to get another easement from the School Board for a very small area of land at the back of the property. The lot loading is the area required to leach the effluent into the ground without negatively affecting the land around the leach field.

Currently, the existing fixtures in the barn include a shower, (2) water closets, (2) lavatories, a kitchen sink, and a washer/dryer hookup. As described in our proposed site plan, we intend to use as the main septic waste disposal system, a composting toilet, which will not need to be connected to the onsite septic system. All but (1) lavatory will be removed during the renovation of the barn, and therefore, will no longer contribute to the load on the septic system. With the proposed plan, we will be decreasing the current load on the existing septic system to almost none. We are proposing an alternative system that will have almost no impact on both the existing septic system and the surrounding environment. Therefore, the lot loading requirement is really not relevant in this proposal. So, if a DES permit is required, we would have to hire an engineer to design the system, hire a lawyer to draft a new easement for the School Board, gain approval for the easement from the School Board, submit an application to the DES, and gain approval from the DES. After this time consuming and costly process is complete, presumably nothing will need to be done to the existing septic system. Again, there have been no cases in which the DES has required updating of an existing septic system with the use of composting toilets.

The only other issue would be the liability for the town. On the proposed site plan drawings we have stated that this application is only for the preschool and any change in use would require the composting toilet and septic system to be revisited and approved by the board.

Our belief is that requiring this permit would be placing a huge burden on us and after all of the time and money that would be spent to work through this process, we would be gaining nothing and probably end up doing nothing to the existing system. Because of the situation described above and since it is our understanding that a state septic permit is not required for a minor site plan approval, we are requesting a waiver for this requirement.

We appreciate the board's willingness to work with us on these issues. The preschool community is depending on the success of this project. Thanks again for your time and the opportunity to discuss these issues, and we look forward to meeting with you at our next meeting on May 24th.

Sincerely,
Jonathan & Jessica Willard
Property Owner s

Jonathan & Jessica Willard

532 Bedford Road
New Boston, NH 03070
Phone: 603.487.5461
jwillard@gsphinc.com

June 8, 2005

David Smith
School Board Member
New Boston Central School
School Road
New Boston, NH 03070

Dear David:

First, we wanted to say thank you for granting us an easement to use the school driveway to access our property on River Road. It is your willingness to work with us that will hopefully make this property the future home of Little People's Depot Preschool. There is but one hurdle that needs to be overcome in order for us to get approval for this project, and it is with great regret that we have to ask you for more help. The planning board is requiring us to get a septic permit from the New Hampshire Department of Environmental Services. The following is a synopsis of the state requirements for this permit and what is needed from the school board to satisfy these requirements.

We are working with Sanford Surveying to complete the design for a new septic system for our property, which is a requirement for the septic permit. After preliminary analysis of the site, it has been determined that the property does not meet the minimum lot size required by the state. So, what does this mean? Essentially, according to the state guidelines, it means that we do not have enough area to meet the minimum lot size calculations required for an onsite septic system. However, there is plenty of area on our property for the entire septic system and all of its components. This state requirement is only to show that there is enough area around the leach field for absorption purposes. In order to meet this requirement, we would need an easement on school property. Nothing would need to be physically installed on the school property. It would just be an easement to allow us to include the area in a square foot minimum lot size calculation required by the state.

We have reviewed the most recent septic design drawings for the additions to the New Boston Central School and it appears that there is a large amount of excess capacity on the school property for future sanitary disposal when and if it is ever required. The school property has a maximum lot loading calculation of 18,843 gallons/day (GPD). Currently, the school septic system is designed for 7,780 GPD (Based on 600 students). This means that there is an excess capacity on the property of about 11,063 GPD. The

amount of area that is needed for the easement would represent about 450 – 500 GPD, which would need to be deducted from the current excess capacity for the school. This would still leave the school with an excess capacity of about 10,563 GPD and in a position to more than double their student capacity without impacting their ability to provide for sanitary disposal.

The planning board is making this septic permit a requirement of the project approval. We were trying to avoid this request at all costs, but unfortunately, we have exhausted all other options. This is the last hurdle for us on this project, and without this easement, it is unlikely that we will be able to provide a facility for the preschool. If it is the will of the school board to grant us this request, it would be in the form of an easement, which would be drafted by an attorney at our expense.

We are once again asking for your support, and it is our desire to work with the school board to make this easement possible. If there is any additional information that you need or any questions that we can answer, please do not hesitate to contact either one of us. Thanks again for your time and the opportunity to present our proposal to you. We look forward to seeing you at the School Board meeting on June 14th.

Sincerely,

Jonathan & Jessica Willard
Property Owners

Jonathan & Jessica Willard

532 Bedford Road
New Boston, NH 03070
Phone: 603.487.5461
jwillard@gsphinc.com

August 29, 2005

Board of Selectmen
Town of New Boston
7 Meetinghouse Hill Road
New Boston, NH 03070

Dear Members of the Board:

First, we want to thank you for the opportunity to discuss our situation and proposal with you. We purchased the property located at 20 River Road about 9 months ago with the intent of converting the barn into a facility for Little People's Depot Preschool. The preschool has been looking for a new home because they will not be able to return to their current facility. We have been working with the Planning Board to make this possible and have fulfilled all their requirements except two, which will require easements on town property. The two easements that are needed in order to attain site plan approvals from the Planning Board include an access easement and a ground water easement.

The access easement would allow traffic for the preschool to use the Central School driveway system to enter the back of our property and leave our property via River Road. This would allow for one-way traffic for the preschool drop-off and pick-up to ensure the safety of both those on and off the property. We have had many discussions with Rick Matthews on this subject and we are both confident that this easement will have little or no effect on the normal operations of the Central School.

There is but one other hurdle that needs to be overcome in order for us to get approval for this project. The planning board is requiring us to get a septic permit from the New Hampshire Department of Environmental Services. The following is a synopsis of the state requirements for this permit and what is needed from the Board of Selectmen to satisfy these requirements.

We are working with an engineering firm to complete the design for a new *alternative* septic system for our property, which is a requirement for the septic permit. After preliminary analysis of the site, it has been determined that the property does not meet the minimum lot size required by the state. So, what does this mean? Essentially, according to the state guidelines, we do not have enough area to meet the minimum lot size calculations required for an onsite septic system. However, there is plenty of area on our property for the entire septic system and all of its components. This state

requirement is only to show that there is enough area around the leach field for absorption purposes. In order to meet this requirement, we would need an easement on school property. Nothing would need to be physically installed on the school property. In fact, because we plan on using an alternative septic system, there would be absolutely no impact to the land. Unfortunately, no matter what type of system is being used, the state holds firm to the lot loading requirements for the septic design. An easement would allow us to include a small portion of the school property for the minimum lot size calculation.

We have reviewed the most recent septic design drawings for the additions to the New Boston Central School and it appears that there is a significant amount of excess capacity on the school property for future sanitary disposal when and if it is ever required. The school property has a maximum lot loading calculation of 18,843 gallons/day (GPD). Currently, the school septic system is designed for 7,780 GPD (Based on 600 students). This means that there is an excess capacity on the property of about 11,063 GPD. The amount of area that is needed for the

easement would represent about 450 – 500 GPD, which would need to be deducted from the current excess capacity for the school. This would still leave the school with an excess capacity of about 10,563 GPD and in a position to more than double their student capacity without impacting their ability to provide for sanitary disposal.

We received full support from the School Board when we met with them to request these easements. However, the board has been advised by the School District Attorney that they do not have the authority to grant such easements. We have learned that RSA 41:14-a gives town selectmen the authority to grant easements on town property. We are asking for your support, and it is our desire to work with the Board of Selectmen to make these easements possible.

If there is any additional information that you need or any questions that we can answer, please do not hesitate to contact either one of us. Thanks again for your time and the opportunity to present our proposal to you. We look forward to seeing you at the Board of Selectmen's meeting on September 6th.

Sincerely,

Jonathan & Jessica Willard
Property Owners

Jonathan & Jessica Willard

532 Bedford Road
New Boston, NH 03070
Phone: 603.487.5461
jwillard532@adelphia.net

October 27, 2005

School Board
New Boston Central School
15 Central School Road
New Boston, NH 03070

Dear Members of the Board:

First, we want to thank you again for the opportunity to discuss our situation and proposal with you. As you know we purchased the property located at 20 River Road about 9 months ago with the intent of converting the barn into a facility for Little People's Depot Preschool. The preschool has been looking for a new home because they will not be able to return to their current facility next year. We have been working with the Planning Board to make this possible and have fulfilled all their requirements except two, which will require easements on school district property. The two easements that are needed in order to attain site plan approvals from the Planning Board are an access easement and a ground water easement. It has been determined by the school district attorney that these easements should not be approved by the school board, but by the school district. This would require the drafting of a school warrant article to present to the district voters in March of 2006. The following is a brief description of the easements that are being requested and would be placed on the warrant article.

The access easement would allow traffic for the preschool to use the Central School driveway system to enter the back of our property and leave our property via River Road. This would allow for one-way traffic for the preschool drop-off and pick-up to ensure the safety of both those on and off the property. We have had discussions with Rick Matthews on this subject and we are both confident that this easement will have little or no effect on the normal operations of the Central School. *(See Exhibit A for Proposed Easement)*

The planning board is also requiring us to get a septic permit from the New Hampshire Department of Environmental Services. The following is a synopsis of the state requirements for this permit and what is needed from the board to satisfy these requirements.

We are working with an engineering firm to complete the design for a new *alternative* septic system for our property, which is a requirement for the septic permit. After

preliminary analysis of the site, it has been determined that the property does not meet the minimum lot size required by the state. So, what does this mean? Essentially, according to the state guidelines, we do not have enough area to meet the minimum lot size calculations required for an onsite septic system. However, there is plenty of area on our property for the entire septic system and all of its components. This state requirement is only to show that there is enough area around the leach field for absorption purposes. In order to meet this requirement, we would need an easement on school property. Nothing would need to be physically installed on the school property. In fact, because we plan on using an alternative septic system, there would be absolutely no impact to the land. Unfortunately, no matter what type of system is being used, the state holds firm to the lot loading requirements for the septic design. An easement would allow us to include a small portion of the school property for the minimum lot size calculation. *(See Exhibit B for Proposed Easement)*

We have reviewed the most recent septic design drawings for the additions to the New Boston Central School and it appears that there is a significant amount of excess capacity on the school property for future sanitary disposal when and if it is ever required. The school property has a maximum lot loading calculation of 18,843 gallons/day (GPD). Currently, the school septic system is designed for 7,780 GPD (Based on 600 students). This means that there is an excess capacity on the property of about 11,063 GPD. The maximum amount of area that is needed for the easement would represent about 450 – 500 GPD, which would need to be deducted from the current excess capacity for the school. *(See Exhibit C for maximum area required for easement)*

This would still leave the school with an excess capacity of about 10,563 GPD and in a position to more than double their student capacity without impacting their ability to provide for sanitary disposal. However, we will be monitoring the water usage at the preschool's current facility for the next six months and hope to reduce this amount required for the easement by 100-150 GPD. *(See Exhibit D for anticipated area required for easement)*

We would not be asking for these easements if the project were not for a non-profit community organization. However, we understand the board's concern about the future of the facility, so we are proposing to place a covenant on the land in the form of a deed restriction. This restriction would guarantee that the barn, within which the preschool would be housed, would be used for the common good of the community so long as the easements exist on file at he Registry of Deeds.

We are asking for your support, and it is our desire to work with the Board to make this school district warrant article possible. The preschool is in desperate need of a facility for next school year and thereafter. We feel that the preschool is a very important community asset and we are committed to helping them.

If there is any additional information that you need or any questions that we can answer, please do not hesitate to contact either one of us. Thanks again for your time and the opportunity to present our proposal to you. We look forward to seeing you at the board meeting on November 8th.

Sincerely,

Jonathan & Jessica Willard
Property Owners

Jonathan & Jessica Willard

532 Bedford Road
New Boston, NH 03070
Phone: 603.487.5461
jwillard532@adelphia.net

April 21, 2006

Town of New Boston
New Boston Planning Board
PO Box 250
New Boston, NH 03070

Dear Members of the Board:

In reference to our minor site plan application that has been submitted for review by the board on April 21, 2006, we request the following waiver. With regards to Item C. under Section 2 of the Town Non-Residential Site Plan Review Regulation, it is stated that "The business will not require more than two (2) business related parking spaces" at the facility. The Little Peoples Depot Preschool will not require more than two (2) parking spaces because it will employ only two (2) people (one teacher and one aide). However, since we are showing five (5) business related parking spaces so that we can accommodate any overflow parking on the proposed site plan, it is our request that this requirement be waived. This waiver will allow us to complete a minor site plan for the board's approval.
We look forward to hearing from you. If you have any questions, please do not hesitate to contact me.

Sincerely,

Jonathan Willard
Property Owner/Applicant

ACCESS AGREEMENT

FOR CONSIDERATION PAID, the **New Boston School District,** a municipal corporation organized under the laws of the State of New Hampshire, with a mailing address of c/o SAU #19, 11 School Street, Goffstown, New Hampshire 03045, hereby grants to **Jonathan C. Willard and Jessica A. Willard**, husband and wife, both of 532 Bedford Road, New Boston, County of Hillsborough, State of New Hampshire, 03070, revocable permission to use Central School Road, so-called, in the Town of New Boston for the purposes of access and egress by foot or vehicle to the property of Jonathan & Jessica described as Lot 20 on the Town of New Boston Tax Map 18; said land being situated at 20 River Road, New Boston, New Hampshire.

It is understood that this agreement is for the purpose of allowing traffic associated only with the operation of Little People's Depot Preschool to access said property via Central School Road. This agreement expires on June 30, 2016 and is renewable upon agreement of both parties. Both parties agree to notify the other party at least one year in advance if they do not wish to entertain renewing the agreement beyond June 30, 2016.

As a condition of this agreement, Jonathan & Jessica agree to perform the following actions:

1.) Install and maintain a chain or gate to restrict access to their property from Central School Road. This chain or gate will only be open during the operating hours of Little People's Depot Preschool.

2.) Ensure snow removal is conducted in a manner not to interfere with the normal daily operations of the New Boston Central School.

3.) Ensure that the flow of traffic using Central School Road is one-way entering the back of the property, located at 20 River Road, and exiting to River Road as indicated on the Minor Site Plan submitted to the Planning Board.

4.) Ensure that the flow of traffic does not impact the normal operations of the New Boston Central School and comply with the Drop-off and Pick-up Times agreed to with the principal of New Boston Central School.

5.) Ensure that there is no parking on Central School Road for activities relating to the operation of Little People's Depot Preschool.

6.) Install and maintain a 3-4 foot picket fence at the back of the property, located at 20 River Road.

7.) Jonathan C. Willard and Jessica A. Willard will indemnify and save harmless the New Boston School District from any claims, however the same may be described or set forth, arising out of their or their invitee's use of the Access Agreement set forth herein.

EXECUTED this _____ day of _____, 2005.

NEW BOSTON SCHOOL DISTRICT

_____
Marti Wolf, Chairwoman
Its Duly Authorized Agent

PROPERTY OWNERS

_____
Jonathan C. Willard

_____
Jessica A. Willard

WITNESS

_____
Sign

_____
Print

WITNESS

_____
Sign

_____
Print

GROUND WATER EASEMENT

FOR CONSIDERATION PAID, the **New Boston School District**, a municipal corporation organized under the laws of the State of New Hampshire, with a mailing address of c/o SAU #19, 11 School Street, Goffstown, New Hampshire 03045, grants to **Jonathan C. Willard and Jessica A. Willard**, husband and wife, both of 532 Bedford Road, New Boston, New Hampshire 03070, as joint tenants with rights of survivorship, with QUIT CLAIM COVENANTS, the following:

A ground water protection easement over a portion of land of the New Boston School District in the Town of New Boston, County of Hillsborough, State of New Hampshire as shown on a plan entitled **"Groundwater Easement Plan, Map 18 / Lots 20 & 38, Jonathan & Jessica Willard, River Road, Town of New Boston, Hillsborough County, New Hampshire"** dated December 28, 2005 and revised on March 28, 2006 by Sanford Surveying & Engineering to be recorded in the Hillsborough County Registry of Deeds more particularly bounded and described on Exhibit A attached hereto and made part hereof.

This easement is given for the purposes of compliance with the New Hampshire Department of Environmental Services, Rules and Regulations. The easement shall act as a receiving medium for underground drainage from the leach field of the sub-surface septic system benefiting the land of Jonathan C. Willard and Jessica A. Willard. The New Boston School District conveys to Jonathan C. Willard and Jessica A. Willard all rights to the ground water lying beneath said easement area.

This easement shall not relieve the grantee from liability for propagation of water pollution beyond the limits of this easement.

The New Boston School District, its successor and assigns, covenant that:

1. It will not construct, install or maintain a leach field within the designated easement area.
2. The easement area will not be included in any calculation of lot loading area.

As to use of the ground water easement area, Jonathan C. Willard and Jessica A. Willard, their heirs, successors and assigns will have the rights and easement necessary for access to the easement area for purposes of maintenance as necessary.

For title reference, see Hillsborough County Registry of Deeds Book _____, Page _____.

EXECUTED this _____ day of _____, 2005.

NEW BOSTON SCHOOL DISTRICT

_____
Marti Wolf, Chairwoman
Its Duly Authorized Agent

STATE OF NEW HAMPSHIRE
COUNTY OF HILLSBOROUGH

Personally appeared the above-named _____ and acknowledged that he/she executed the within easement as the duly authorized agent of the New Boston School District.

_____
Notary Public / Justice of the Peace
My commission expires:

River Road Cooperative
Proposed Concept

1.) Cooperative Structure

"Modified Limited Equity Mixed-use Cooperative"

- Cooperative will operate on a Not-for-Profit basis.
- Each cooperative member will own an equal share in the cooperative and have an equal voting right (One vote for each member)
- Each share will allow the owner to either live in a housing unit or operate a preschool or a childcare facility out of the barn unit.
- All major decisions concerning changes to property and/or building will be made by the members.
- Cooperative members would be involved in membership transition and approve all new members.
- Cooperative Bylaws will be established.

2.) Cooperative Benefits

Preschool:

- Purpose: To ensure long-term stability and affordability of a facility within which to operate the school, childcare and/or associated programs. It also serves to build community assets.
- Other Benefits:
  - Elimination of the potential for eviction or non-renewal of leasing agreements.
  - Helps to keep tuition low because facility costs will be fixed and stabilized.
  - Potential Tax Benefits.
  - Will continue to spread the concept of cooperatives, which would be healthy for the community
  - The creation and investment in a community asset.

Housing Tenants:

- Purpose: To help young working class couples or single parents to acquire equity while maintaining housing affordability. The intent of this program is for tenants to buildup enough equity to then place a down payment on a traditional home.
- Other Benefits:
  - Equity Ownership. Putting people on the asset building train.
  - Tax Benefits
  - Stability in housing costs
  - Investment in a community asset

Jess & Jon:

- Purpose: Investment in the community and the future of others. To try to develop a mixed-use model that can be replicated in this area.
- Other Benefits:
  - Elimination of Debt

3.) Debt / Equity Charts

- Overall Debt and Equity Breakdown
- Corporation (IPO) Analogy

4.) Financing Breakdown

- Cooperative Costs, Individual Costs, & Rental Comparisons
- Tax Benefits (More research needed on this)

IX. Bibliography

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