



## TOWN OF SALEM, NEW HAMPSHIRE

33 GEREMONTY DRIVE, SALEM, NH 03079  
(603) 890-2120 · FAX: (603) 890-2220

### OFFICE OF THE TOWN MANAGER

*Joseph R. Devine, Town Manager*  
*Colleen P. Mailloux, Assistant Town Manager*

October 15, 2025

Katherine Rollins  
Salem, NH 03079

VIA EMAIL: [REDACTED]

Dear Ms. Rollins,

The Town of Salem is in receipt of your request for documents under NH RSA 91-A, which we received on September 27, 2025.

As you know, in accordance with NH RSA 91-A:4, IV(b-1-3), the Town of Salem shall, within five business days, “make such record available, deny the request (to include a brief explanation of how the exemption applies to the record withheld), or provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay.” Please consider this letter as fulfillment of your request.

In your request, you specifically requested the following:

All documents including easements, surveys, project plans, project sketches, budget information, Capital Improvements Committee or other town agency approval for the use of public funds to address alleged “erosion” from a ditch on a private property, relating to project ID 18900.08 listed under Town of Salem NH 2025 Roadway Improvement Project (one sketch being found in Appendix C of said document) taking place on property 9 Dennis Dr, Salem, NH 03079 and 8 Joseph Rd, Salem, NH 03079 by way of easements signed by said landowners. Documentation relating to a threatened lawsuit by advocates of #9 Dennis Dr, Salem NH 03079 relating to the property owner’s request of the use of town funds for said project on private property.

Enclosed are all documents and email files relating to your request. This should satisfy your request with the Town of Salem. If you have any questions, please don’t hesitate to contact me at 603-685-6421.

Sincerely,

**Ciara Salazar**

Assistant to the Town Managers Office / Communications Coordinator

After recording return to:  
Town of Salem  
Engineering Division  
33 Geremonty Drive  
Salem, NH 03079

**EASEMENT DEED**

**William T. McNeill**, a single man, with a mailing address of 9 Dennis Drive, Salem, New Hampshire 03079 ("Grantor"), for consideration paid, grant to the **TOWN OF SALEM**, a New Hampshire municipal corporation, with a usual place of business at 33 Geremonty Drive, Salem, New Hampshire 03079 ("Grantee"), with Quitclaim Covenants:

1. Drainage Easement. An easement over property of the Grantor situated in Salem, Rockingham County, New Hampshire, 9 Dennis Drive, and identified on Town of Salem Tax Map 71 as Lot 3292 (the "Property"), for use by the Grantee and its designee to do the following work along the common lot line: to install drainage pipe and structures, remove existing trees, to excavate, fill, grade, remove and reset landscaping, place topsoil and seed all disturbed areas, to enter upon and to construct, lay, or build, and to re-enter as may be necessary, to repair, replace, or maintain pipes, and appurtenances, including landscape and fences, in, on, or through the portion of the Grantor's land, to drain and flow surface water from the pipes and drainage structures in the Drainage Easement (the "Improvements") shown as "15' DRAINAGE EASEMENT 1" on a plan entitled "Drainage Easement Figure 1, 2025 Roadway Improvement, Town of Salem, New Hampshire" (the "Plan") dated January 2025, and drawing by the Town of

Salem, Engineering Division on file with the Town of Salem Engineering Division and said easement area being more particularly described as follows:

DRAINAGE EASEMENT AREA

THE ENTIRE DRAINAGE EASEMENT IS INTENDED TO BE 15-FFET WIDE AND CENTERED ALONG THE AS-BUILD LOCATION OF THE DRAIN LINE. SAID EASEMENT SHALL GENERALLY BEGIN ON THE DENNIS DRIVE RIGHT-OF-WAY LINE APPROXIMATELY 20-FEET FROM THE NORTHEASTERLY LOT CORNER COMMON WITH MAP 71 LOT 3291 (7 DENNIS DRIVE). SAID LOCATION SHALL BE THE CENTER POINT OF THE EASEMENT AND EXTEND ALONG THE DENNIS DRIVE RIGHT-OF-WAY 7.5-FEET IN EITHER DIRECTION. SAID EASEMENT SHALL THEN EXTEND IN A SOUTH EASTERLY DIRECT TO A POINT APPROXIMATELY 7.5-FEET FROM THE SOUTHEASTERLY LOT CORNER COMMON WITH MAP 71 LOT 3291. SAID LOCATION SHALL BE THE APPROXIMATE CENTER POINT OF THE EASEMENT AND SHALL EXTEND 7.5- FEET IN EITHER DIRECTION ALONG THE SOUTHERLY LOT LINE. APPROXIMATE EASEMENT AREA EQUALS 2,100 SQUARE FEET.

2. Temporary Construction Easement. A temporary easement for use by the Grantee and its designee in connection with the construction of improvements as described in Section 1 above, as well as storage and assembly of equipment and materials and other uses associated with construction activities related to the Improvements. The portion of the properties subject to this temporary easement is shown on the Plan on file at the Town of Salem, NH as the "15' Drainage Easement 1". The Temporary Construction Easement shall be variable if actual field conditions vary from the Plan. Upon completion and acceptance of the Improvements, the temporary construction easement shall terminate.

3 Other Provisions.

A. Restoration. If the Grantee disturbs portions of the Property not subject to the Improvements as shown on the Plan, it shall repair and restore the Property, to the extent reasonably feasible, to its condition prior to such construction, repair, and maintenance. All construction and site work shall be conducted in a reasonable and workmanlike manner in

compliance with all laws and in such a way as to minimize disruption of the Grantor's use and enjoyment of the Property.

B. Insurance. The Town shall require that the general contractor for the Improvements agree, in their construction contract, to provide liability insurance coverage typical for construction projects of this nature.

C. Permits. The Grantee shall obtain all necessary permits and approvals for the construction of the Improvements.

D. Interference. The Grantor, his successors, and assigns, shall not alter, erect, or maintain any building or other improvements upon the above-described permanent easement area, except as Grantee may expressly consent in writing. The Grantee may remove any such buildings or improvements that interfere with its use of the easement area, at the expense of the then owner of the Property.

Meaning and intending to describe and convey easement interests in property described in a certain Deed recorded on July 25, 1988, in the Rockingham County Registry of Deeds at Book 2751, Page 2566.

This conveyance is exempt from the real estate transfer tax by RSA 78-B:2, I.

I, William T. McNeill, hereby release all rights of homestead and other interests in the within described premises.

A title search was neither requested nor performed.

Signed this 18<sup>th</sup> day of SEPTEMBER, 2025.

William T. McNeill  
William T. McNeill (Owner)

STATE OF NEW HAMPSHIRE  
COUNTY OF ROCKINGHAM

DATE: SEPTEMBER 18, 2025

Then personally appeared William T. McNeill, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument and acknowledged that he executed the same for the purposes therein contained, before me,

James Danis  
Name:  
Notary Public

My commission expires:

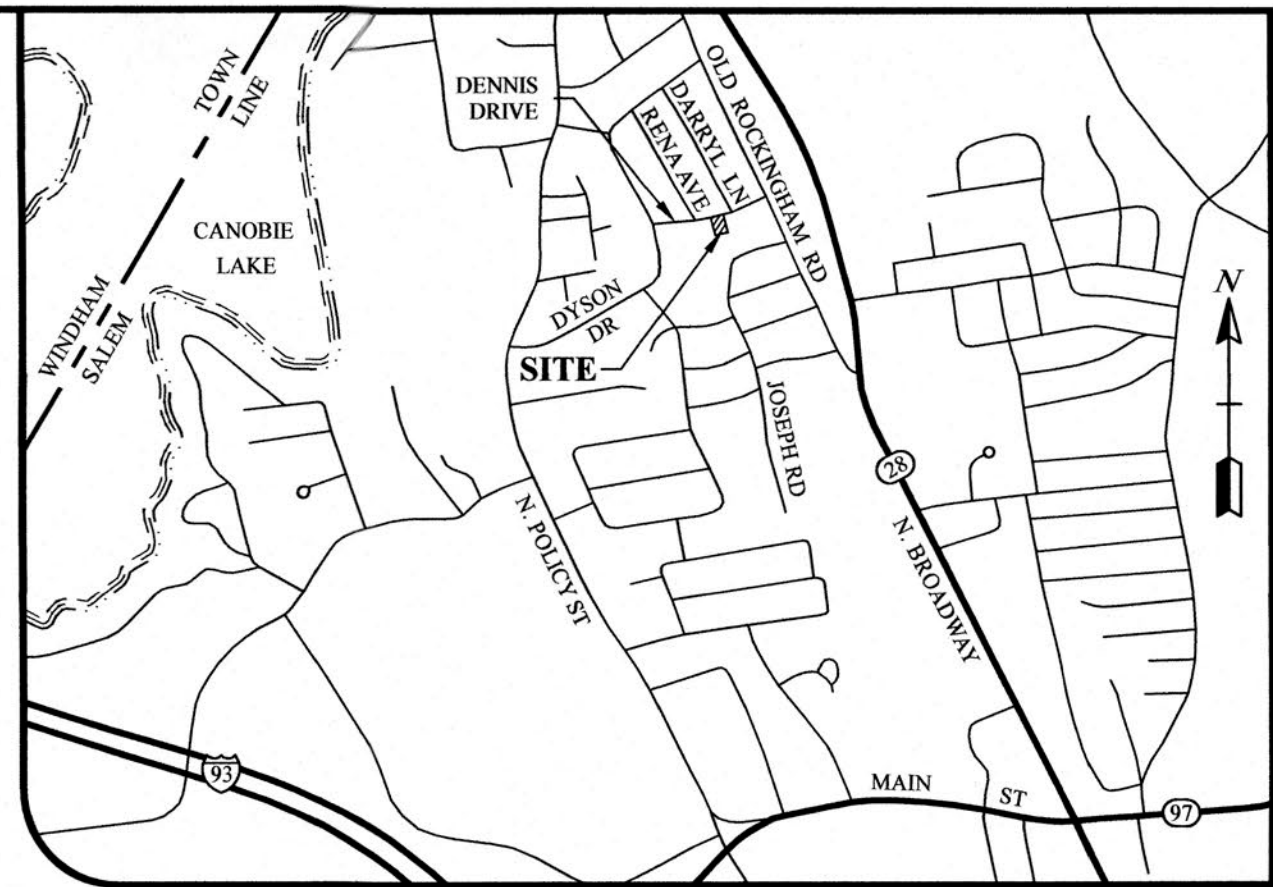
James Danis  
Notary Public, State of New Hampshire  
My Commission Expires March 9, 2027





REFERENCE PLANS

1. "BUTTERFIELD ACRES SUBDIVISION" DATED JUNE, 1959 AND PREPARED BY ROBERT W. THORNDIKE, SURVEYOR. R.C.R.D. PLAN #03203.
2. "PLAN OF LAND IN SALEM, NEW HAMPSHIRE, SHOWING BUTTERFIELD ACRES AS SUBDIVIDED FOR GEORGE H. BUTTERFIELD, JR." LAST REVISED JUNE 1957 AND PREPARED BY ROBERT W. THORNDIKE, SURVEYOR. R.C.R.D. PLAN #02341.
3. "SALEMITES HEIGHTS SUBDIVISION" DATED JANUARY 1962. R.C.R.D. PLAN #03284.
4. "DRAINAGE EASEMENT FIGURE 1, 2025 ROADWAY IMPROVEMENT, SALEM, NH 03079" DATED JANUARY 2025, PREPARED BY AND ON FILE WITH THE TOWN OF SALEM ENGINEERING DEPARTMENT (NOT RECORDED).



LOCUS MAP

SCALE: 1" = 1,500'

NOTES

1. OWNERS OF RECORD:
- TAX MAP 71 LOT 3292  
WILLIAM T. MCNEILL  
9 DENNIS DRIVE  
SALEM, NH 03079  
BK: 2751 PG: 2566
2. THE INTENT OF THIS PLAN IS TO SHOW THE BOUNDARY OF THE SUBJECT PARCEL AND THE IMPROVEMENTS THEREON.
3. THE SUBJECT AND ABUTTING PARCELS ARE ZONED "R". SETBACKS ARE AS FOLLOWS:
- FRONT = 30'  
SIDE = 15'  
REAR = 30'
4. THIS PLAN REPRESENTS EXISTING CONDITIONS, BOUNDARY EVIDENCE, AND MONUMENTATION AS OBSERVED DURING A SURVEY BY THIS OFFICE IN SEPTEMBER & OCTOBER, 2025.
5. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN THE 1% ANNUAL CHANCE FLOODPLAIN AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR ROCKINGHAM COUNTY, NEW HAMPSHIRE. MAP NUMBER 33015C 0561E. EFFECTIVE DATE MAY 17, 2005.
6. ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE. THIS OFFICE HAS NOT LOCATED ANY UNDERGROUND UTILITIES. ALWAYS CALL DIG SAFE TO MARK OUT UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION ACTIVITIES.
7. FIELD LOCATION OF STONE WALL DOES NOT AGREE WITH DIMENSIONS SHOWN ON REFERENCE PLAN 1. AS THE STONE WALL IS SHOWN AS THE BOUNDARY LINE, IT WAS HELD IN FAVOR OF PLAN DIMENSIONS.
8. PARCEL IS SUBJECT TO A DRAINAGE EASEMENT TO BENEFIT THE TOWN OF SALEM, AS RECORDED IN R.C.R.D. BOOK 6655 PAGE 338. THE EASEMENT IS 15 FEET IN WIDTH, TO BE CENTERED ON THE FINAL LOCATION OF THE DRAINAGE LINE. AS OF THE DATE OF THIS PLAN, THE DRAINAGE LINE IS NOT YET INSTALLED, AND THE EASEMENT SHOWN HEREON IS APPROXIMATE, BASED ON REFERENCE PLAN 4.

SYMBOL LEGEND

- REBAR OR NAIL SET    — — — — — EDGE OF PAVEMENT
- ⊙ DRILL HOLE SET    — — — — — VINYL FENCE
- IRON PIPE    — — — — — CHAIN LINK FENCE
- ⊗ REBAR FOUND    — — — — — WIRE FENCE
- ⊠ MAIL BOX    — — — — — STONE WALL
- ⊕ UTILITY POLE    — — — — — LANDSCAPING
- ⊙ WATER SHUTOFF
- ⊠ CATCH BASIN

SURVEYOR'S CERTIFICATION

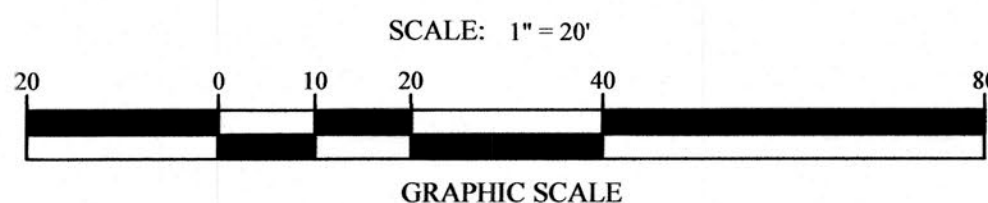
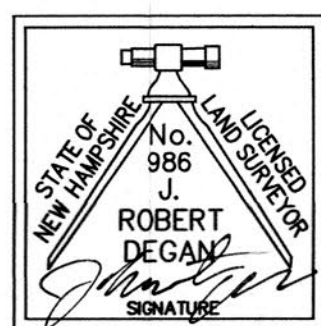
"I HEREBY CERTIFY THAT THIS SURVEY AND PLAT WERE PREPARED BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS AN ERROR OF CLOSURE OF GREATER ACCURACY THAN ONE PART IN TEN THOUSAND (1:10,000)."

"I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN."

"I HEREBY CERTIFY THAT I HAVE FILED A COPY OF THIS PLAN WITH THE PLANNING BOARD OF THE TOWN OF SALEM IN ACCORDANCE WITH RSA 676:18(IV)."

*Robert W. Thorndike*  
LICENSED LAND SURVEYOR

10-9-2025  
DATE



NO.	DATE	DESCRIPTION	BY
1	10/7/25	REVISE CERTIFICATION	JRD
2	10/9/25	ADD DRAINAGE EASEMENT	JRD

SCALE: 1" = 20'    DATE: OCTOBER 6, 2025    FB: 39 PG: 68 & TSC5    JOB #2025209

BOUNDARY PLAN  
TAX MAP 71 LOT 3292

LAND OF:

WILLIAM T. MCNEILL

PREPARED FOR:

THE TOWN OF SALEM, NH

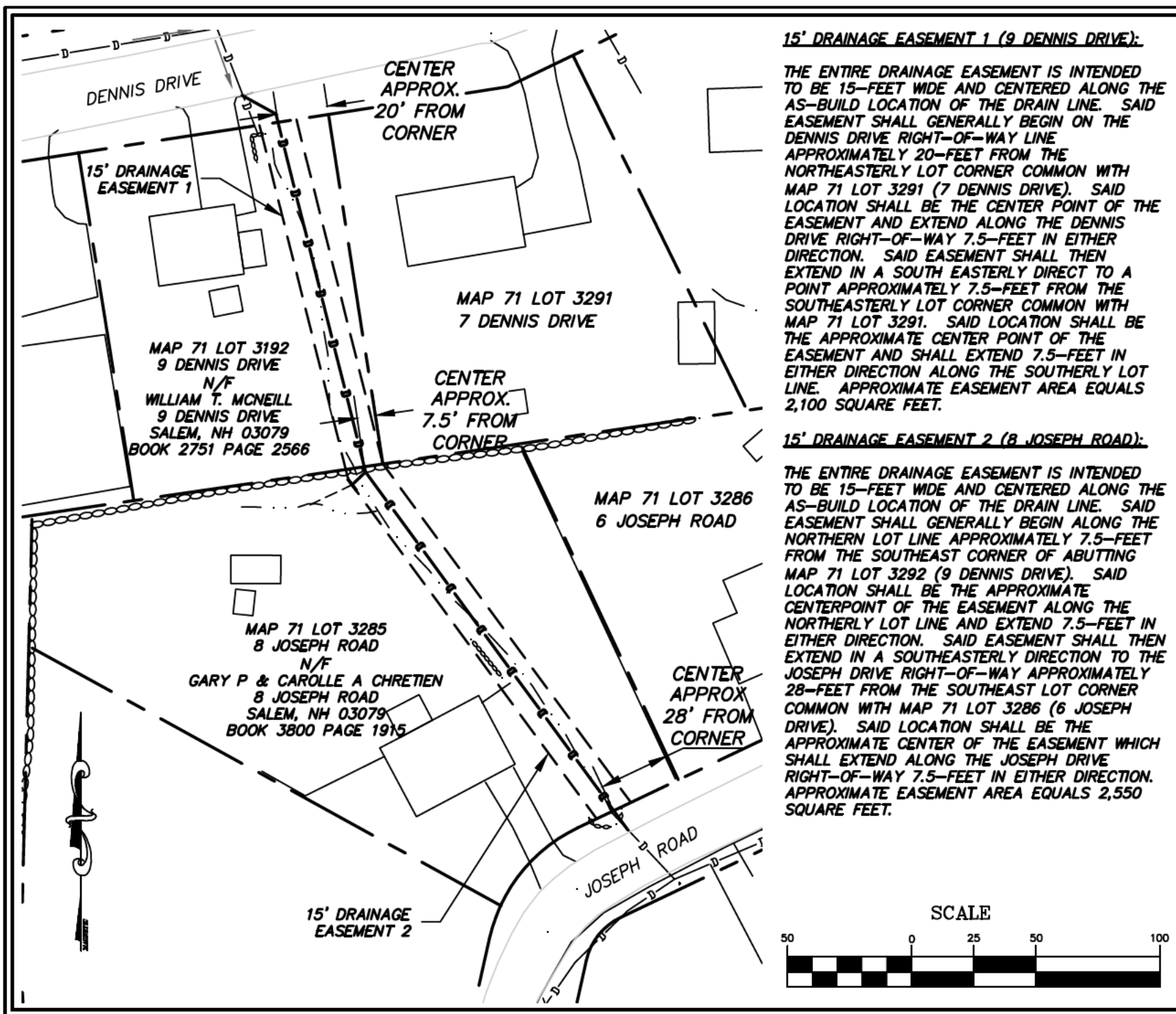
LOCATED AT:

9 DENNIS DRIVE  
SALEM, NEW HAMPSHIRE

**S&H LAND SERVICES, LLC**  
**SHLANDSERVICES.COM**  
141 LONDONDERRY TURNPIKE - HOOKSETT, NH 03106  
PHONE: (603)-628-8500, FAX: (603)-546-7791

D-45244  
RCD





<b>DRAINAGE EASEMENT</b> <b>FIGURE 1</b> 2025 ROADWAY IMPROVEMENT SALEM, NH 03079	
<b>TOWN OF SALEM</b> ENGINEERING DEPARTMENT 33 GEREMONTY DRIVE SALEM, NH 03079	
DATE: 1/25	JOB NO. — SCALE: 1"=50' DWG. <b>E1</b>