

**Exeter Board of Selectmen Meeting
Monday, November 28th, 2016, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

1. Call Meeting to Order
2. Public Comment
3. Minutes & Proclamations
 - a. Proclamations/Recognitions
4. Approval of Minutes
 - a. November 14th, 2016
5. Appointments – Exeter Housing Authority
6. Discussion/Action Items
 - a. FY17 Budget Recommendations Committee Recommendations
 - b. FY17 Water Sewer Rates
 - c. Cell Tower Lease Proposal – Simpson Property
 - d. Front/Pine/Linden Street Roundabout Analysis
 - e. Financial Software Lease-Purchase
7. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Selectmen’s Committee Reports
 - e. Correspondence
8. Review Board Calendar
9. Non-Public Session
10. Adjournment

Daniel Chartrand, Chairman
Exeter Selectboard

Posted: 11/25/16 Town Office, Town Website

Persons may request an accommodation for a disabling condition in order to attend this meeting. It is asked that such requests be made with 72 hours notice. If you do not make such a request, you may do so with the Town Manager prior to the start of the meeting. No requests will be considered once the meeting has begun.

AGENDA SUBJECT TO CHANGE

Draft Minutes

Exeter Board of Selectmen

November 14, 2016

1. Call Meeting to Order

Chairman Dan Chartrand called the meeting to order at 6:45 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Julie Gilman, Selectman Don Clement, Selectwoman and Clerk Nancy Belanger and Selectwoman Anne Surman. Town Manager Russell Dean was also present. The Board then convened in the Wheelwright Room for interviews for boards and committees.

2. Board Interviews - Memorial Day Parade Committee

Memorial Day Parade Committee board candidates were interviewed in the Wheelwright Room by BOS members prior to the general meeting starting at 6:50 p.m. The following candidates were interviewed as a group: Gary Lamphere and Jim Faber. The Board determined they would vote tonight on appointments and covered the requirements under 91-A for the committee.

3. Public Comment

There is no public comment.

4. Minutes and Proclamations

a. Proclamations/Recognitions.

There were no formal proclamations or recognitions. Town Manager Russ Dean did, however, mention something is being planned in commemoration of the state champs Exeter High School boys' soccer team.

5. Approval of Minutes

Three sets of minutes were before the board for approval: October 10th and 24th, as well as November 1st.

The October 10, 2016 minutes were motioned to be approved with minor edits by Selectwoman and Clerk Nancy Belanger; seconded by Selectwoman Anne Surman; and unanimously approved (5-0).

The October 24, 2016 minutes were motioned to be approved with minor edits by Selectwoman and Clerk Nancy Belanger; seconded by Vice Chair Julie Gilman; and unanimously approved (5-0).

The November 1,, 2016 minutes were motioned to be approved with minor edits by Selectwoman and Clerk Nancy Belanger; seconded by Selectman Don Clement; and unanimously approved (5-0).

6. Appointments

Chairman Dan Chartrand **motioned** to regretfully accept the resignation of Harry B Thayer, III from the Robinson Trust. Selectwoman and Clerk Nancy Belanger seconded the motion. The motion carried unanimously, 5-0. The board expressed thanks for Mr. Thayer's service.

Vice Chair Julie Gilman then **motioned** to appoint William Perkins to the vacancy on Board of Trustees of the Robinson Fund until the end of Mr. Thayer's term in March 2019, when he will then be on the ballot for the next term. Selectman Don Clement seconded the motion, which carried unanimously, 5-0.

All 6 candidates for the Memorial Day Parade Committee have been interviewed.

Vice Chairwoman Julie Gilman **motioned** to approve nominee Gary Lamphere for membership on the Memorial Day Parade Committee. Clerk and Selectwoman Nancy Belanger seconded. The motion was carried, unanimously (5-0).

Vice Chairwoman Julie Gilman **motioned** to approve nominee Jim Faber for membership on the Memorial Day Parade Committee. Clerk and Selectwoman Nancy Belanger. The motion was carried, unanimously (5-0).

7. Discussion/Action Items

a. Primex Workers' Compensation Program

Town Manager Russ Dean presented 2-year amendment and extension of the Workers' Compensation Program. The CAP Period years qualify for the Contribution Assurance Program (CAP) are FY2016 from January 1,2018 to December 31, 2018; and CY 2019 from January 1, 2019 through December 31, 2019. The maximum increase would be set at 6% for both years.

We are currently in the CAP Program, buying into a max-cap increase of 10%. Going forward, it will be set at 6% . The property liability is set at a 5% increase (down from 9%). These 2

components— the Property & Liability Program and Workers' Compensation Program— would serve as favorable budget planning assurance mechanisms.

The NH Municipal Association Property Liability Trust and is no longer functioning. Primex is the only insurance pool available to the community.

Selectwoman and Clerk Nancy Belanger **motions** to accept and extend the agreement between the town of Exeter and Primex for workers' compensation coverage through December 31, 2019 with a fixed cap of a 6% increase, authorizing the Town Manager to sign the documentation according to these terms. Vice Chair Selectwoman Julie Gilman seconded the motion, which then passed unanimously, 5-0.

The **Resolution** to enter Primex Workers' Compensation Contribution Assurance Program, otherwise known as CAP: We are resolved to hereby accept the the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Workers' Compensation Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex; risk management pool membership during the term of the Workers' Compensation Contribution Assurance Program (CAP) The coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex.

Selectwoman and Clerk Nancy Belanger **motions** to accept and extend the agreement between the town of Exeter and Primex for property liability coverage through December 31, 2019 with a fixed cap of a 5% increase, authorizing the Town Manager to sign the documentation according to these terms. Vice Chair Selectwoman Julie Gilman seconded the motion, which then passed unanimously, 5-0.

The **Resolution** to enter Primex' Property & Liability Contribution Assurance Program (CAP): We are resolved to hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Property & Liability Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex' risk management coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex.

Selectwoman and Clerk Nancy Belanger **motions** to accept the resolutions to accept and extend the agreement between the town of Exeter and Primex for property liability coverage and its workers compensation contribution assurance program through December 31, 2019, and hereby authorizing the Town Manager to sign the documentation according to these terms.

Vice Chair Selectwoman Julie Gilman seconded the motion, which then passed unanimously, 5-0.

b. Speed Limits Discussion

Town Manager Russ Dean reported that The Board of Selectmen requested the Exeter Police Department looked into the Town Ordinance on Speed Limits, and Detective Page responded, via Chief Shupe. They recommended some changes in the Town Ordinance. They will present to the BOS in a few weeks' time.

At issue is that there are speed limits within the town that are not stipulated in the Town Ordinance. There is blanket language in the Town Ordinance that references Chapter 201, which deems "It shall be unlawful for any person to operate a motor vehicle on a public way in the urban compact area of the Town of Exeter at a speed greater than 30 miles per hour, unless otherwise provided by subsections for this Chapter." There are current instances not covered under this mandate. There will be a comprehensive list of edits to address when the Police Department makes their presentation. Mr. Dean mentioned there is a petitioning process, so the Board of Selectmen should familiarize themselves with the issues presented in the packet.

Vice Chair Selectwoman Gilman added that the state has a minimum speed limit of 25 MPH, while Exeter has a number of streets set at 20 MPH, which would seem contrary to the state law. There are only 2 streets set at 20 MPH. Selectman Clement added that adjacent streets with varying speed limits seem to raise a legal conundrum and the need to extend signage to inform the speed limit. Ms. Gilman concurred, questioning the enforceability of fluctuating speed limits without more thorough signage. Chairman Chartrand underlined the need to take a systematic approach. Mr. Dean agreed, asserting that this project should progress step-by-step, thoroughly, and methodically.

c. Water Sewer Rates Update

Town Manager Russ Dean updated the board regarding water and sewer rates. There was a meeting last week regarding rates. It served as a precursor to the upcoming meeting on November 28th.

The rate consultant suggested 3 tiers, based on usage patterns:

Tier 1—Would change from 29,999 gallons per quarter to 21,000 gallons per quarter;

Tier 2 —Would change from 194,999 gallons to 105,000 gallons per quarter; and

Tier 3—Would change from over 194,999 gallons to over 105,000 gallons per quarter.

The Water rates are recommended to be adjusted to 7.27 per 1,000 gallons, and sewer rates would be adjusted to 5.27 per 1,000 gallons. In addition, service fees would be modified from the current \$28 per quarter to \$40 per quarter, to cover the fixed cost of administering the 2 funds and billing. These are estimations. The meeting on 11/28 should feature more precise numbers.

As a reminder, there are a few things driving the increase: namely, coming the groundwater plant coming online and the need to adjust for that. The philosophy on the wastewater side is based on consultant's suggestion to account for the wastewater facility being built in order to mitigate the rate impact of that \$53M project over a period of 3 years and to make it gradual in the hopes of avoiding sticker shock. Bill projections are included in the packet. Over a year range, the increase would be between \$128-\$140/year., but again, more precise figures will be available for the 11/28 meeting.

Mr. Dean asserted that the Water and Sewer Advisory Committee will hold at least one public water rate hearing and one public sewer rate hearing each year. These hearings may be held concurrently, and shall be noticed to the public and to the Board of Selectmen. At the hearings, all pertinent information regarding establishment of water and sewer rates will be presented by Town administration.

Selectman Don Clement expressed dismay that there was no formal report from the consultant on alternatives. Chairman Dan Chartrand responded that there was a meeting in early Fall that decided on the tiers and rate formulation, and requested Mr. Dean request a further report from the consultant to account for Mr. Clement's reservations.

d. Perambulation Request - Town of Hampton

Town Manager Russ Dean noted that a Perambulation Request has been received from the Town of Hampton. If any members of the Board of Selectmen wish to volunteer to delineate the bonds between the towns, please touch base with Mr. Dean. This happens every 7 years.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

There are no Tax, Water/ Sewer Abatements & Abatements to be discussed.

Mr. Dean did, however, mention that assessors have created a land-use change tax for 60 Gourmet Place, which offers gourmet gift baskets. This warrant needs to be signed by the Board of Selectmen in order to be submitted to the Department of Revenue Administration

(DRA). There was a question of the date, which is listed as November 28, 2016, which is presumably the date of the prospective submittal. The change in use is 3/25/16. The date of the bill is 11/16/2016.

Clerk and Selectwoman Belanger raised the **motion** to approve the amount of \$42,500 for a land-use change tax for 60 Gourmet Place. Vice Chair Gilman seconded the motion, which passed unanimously, 5-0.

Selectman Clement mentioned that when a parcel goes out of current use, there is a penalty tax, which is what this is, and underscored that the amount will come back to the Town of Exeter. Mr. Dean added that this is the first such case that he has seen in 9 years. The last instance was with RiverWoods, back in 2007.

b. Permits & Approvals

Vice Chair Gilman raised a motion to approve the use of the Town Hall Main Hall, Bandstand, and 4 parking spaces for the Exeter Holiday Parade Committee/ Ring In The Season event via Darius Thompson from December 1-3, 2017, during the hours of 8 AM - 10 PM. The motion was seconded by Selectwoman Belanger and passed unanimously, 5-0.

Town Manager Dean asserted that there is a Unutil petition for 3 jointly-owned utility poles along String Bridge.

Chair Chartrand questioned whether the process of approving these licenses represents a departure from previous handling of similar requests. Mr. Dean responded that they did not need to be discussed, and were simply signed off on by selectmen, noting that nothing in particular needs to be addressed and that they can be decided upon in the next meeting.

c. Town Manager's Report

Town Manager Russ Dean confirmed that the Budget Committee is next scheduled to convene on Wednesday, November 16th.

The town hall reception is proposed to take place on Tuesday, December 13th, from 4-6 PM, if the day/time is agreeable with the Board of Selectmen. This is a recognition event for Town Hall employees, committees, and board members. Refreshments and music will be provided.

As an FYI, the Town Planner continues to work on the solar array project on the Simpson estate/ landfill area, in cooperation with the Public Works Department. It is a work in progress. They are not yet ready to make a formal report on account of some complexities, but will soon.

Chief Shupe attended Racial Unity Team Meeting last week. Mr. Dean was regretfully unable to attend on account of a scheduling conflict with the Budget Recommendations Committee, but wished to acknowledge the Chief was there and actively engaging with this group.

In terms of an update on the current drought situation, conditions have somewhat improved across the state. The DES website confirms we are not in the worst zone of drought, but we remain at 'severe drought' status, which is next to worst. We are still asking people to conserve water.

An inquiry has been raised by a resident regarding a potential dog park. This raises is the question of the dog park itself; and whether dogs would/should be permitted to go off leash on town land, such as town trails. We are going to get feedback regarding the City of Portsmouth municipal dog park. This is not the first time such an inquiry has been raised. Selectman Clement mentioned that there was a citizens' petition a few years back, which resulted in being rejected. Selectwoman Surman added that the topic is before the Conservation Commission as well, noting that Rochester and Dover have dog parks and offering assistance on research.

Mr. Dean related that he and Fire Chief Comeau met with a public safety design group— Castagna Consulting Group, out of North Hampton— last week that offers alternative programs on municipal facilities. They will come before the board at some point, and selectmen have been forwarded some preliminary information.

The Town Hall will be closed on Thanksgiving and the day after Thanksgiving. The Town's scheduled trash pick up will be one day later than usual.

No word has been received from the court regarding Sanborn street.

d. Selectmen's Committee Reports

Selectman Clement noted that the Planning Board met a few weeks back to discuss minor revisions of the site plan for C3I and also addressed potential zoning articles.

Mr. Clement also recently attended a quarterly safety meeting where workers' compensation and liability cases are often discussed to ensure compliance and the potential for making improvements.

Mr. Clement furthermore attended The Annual RPC Legislative Forum at Unitol Headquarter in Hampton last week. Laura Bistany, President of the Regional Economic Development Center for Southern NH was in attendance. Several municipalities offered their perspectives on economic development, namely, North Hampton and Brentwood. Their ideas of economic development

are markedly different from Exeter's. Peter Egelston, founder of Smuttynose Brewing Company, also attended.

There is a Planning Board meeting this Thursday night.

The NH Municipal Association is holding their Annual Conference on Wednesday and Thursday, 16-17 November in Manchester.

Vice Chair Julie Gilman reported that she attended a Water & Sewer Advisory Committee as well as a Heritage Commission meeting on Wednesday, November 9th.

Chairman Chartrand congratulated Vice Chair Gilman on her recent election to the NH House of Representatives.

The grant round from the NH Division of Historical Resources is approaching, and the Heritage Commission is looking to do the next area of survey in town in the Park Street/ Cass Street area. There will be a drive around to demarcate the survey area. One commission member has been in touch with the Seacoast School of Technology regarding video walking tours towards the aim of commission members using scripts and presenting chosen properties to highlight on video. They are looking for someone to assist with integrating the clips into a phone-based app.

Ms. Gilman also noted there was a special meeting of the Historic District Commission to discuss the Coast bus shelter. There were 2 motions on the subject, and neither passed. They will convene again this Thursday.

There is a Master Plan Steering Committee meeting Friday, November 18th, in the morning.

Selectwoman Belanger thanked Town Manager Russ Dean for covering the Water-Sewer report, and noted that Friday's Housing Committee meeting was moved on account of Veteran's Day to Friday, November 18th at 8:30 AM.

The Holiday Parade is December 3rd at 5 PM.

Selectwoman Surman noted she will present a report on Conservation at the next BOS meeting.

Chairman Chartrand reminded the group the Capital Improvement Program (CIP) discussion is slated for Wednesday, November 16th, at 6:30 PM in the Novak Room.

Move to approve the pole license. Spaces for the board to sign.

Selectwoman Belanger **moved** to approve a utility pole license, dated 9/29/2016, between the Town of Exeter and Unitil. The motion was seconded by Selectwoman Surman. The motion passed unanimously, 5-0.

There is a minor error on the signature form, which Mr. Dean will request updating of from Unitil.

e. Correspondence

The Prescott Park Arts Festival and Exeter Hospital will host *A Christmas Carol* on December 9,10, 17 at 7 PM; and December 11 & 18th at 2 PM, at the Town Hall.

Big Brothers Big Sisters of New Hampshire sent thanks for the recent donation.

The Exeter Public Works Department sent their quarterly report to the EPA, on target for the Administrative Order on Consent.

9. Review Board Calendar

The next Board of Selectmen meeting will take place in 2 weeks, on Monday, November 28th.

The the CIP discussion with the Budget Recommendation Committee is slated for Wednesday, November 16th, at 6:30 PM in the Novak Room.

The Holiday Open House is December 1st. The Holiday Parade is December 3rd.

10. Non-Public Session

There was a **motion** from Selectwoman Belanger to proceed into a non-public session under RSA 91-A: 3, II (a) and (c), for the discussion of public employee compensation issues. Vice Chair Gilman seconded the motion, which was approved unanimously, 5-0.

The Board conducted the non-public session.

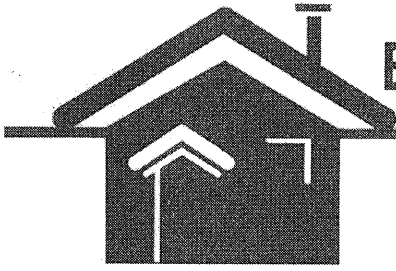
11. Adjournment

The board emerged from non-public session.

Selectwoman Belanger motioned to adjourn, seconded by Selectwoman Gilman. Motion carries unanimously. The Board stood adjourned at 9:15 p.m..

Respectfully submitted,

Amanda White, Recording Secretary



Exeter Housing Authority

277 Water Street, Exeter, NH 03833-1719

August 29, 2016

Russell Dean
Town Manager
Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Mr. Dean,

I Barbara Chapman of 277 Water Street, #108, Exeter, NH 03833 formally submit my resignation effective immediately as the Chair Person and Commissioner of the Exeter Housing Authority Board of Commissioners.


Sincerely,

Barbara Chapman
Chair Person
Exeter Housing Authority
Board of Commissioners

Board Appointments - November 28th, 2016

Maggie Matick, resident member, Exeter Housing Authority. Term to expire April 30, 2020.

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Russ Dean, Town Manager 
RE: FY17 Budget Update
DATE: November 28th, 2016

The Budget Recommendations Committee final recommended budget numbers are as follows:

General Fund - \$18,294,959.
Water Fund - \$3,328,167.
Sewer Fund - \$2,403,204.

The water fund is up 11.5% year over year from FY16, mainly due to the Groundwater Treatment Plant debt service coming online. The sewer budget is reduced by .3% from FY16.

General Fund Discussion

The general fund number of \$18,294,959 includes five notable components: 1) a new firefighter (\$101,020), 2) library increase (\$75,113), 3) sidewalk funds (\$120,000), 4) human services budget relocated to the budget (\$100,000), and 5) Dam removal obligations (\$80,000). These four items total \$476,133 or 66.2% of the total increase of \$718,224 compared to the FY16 budget.

Keep in mind the starting point for the budget from FY16 should realistically include voter approved warrant articles that carry over into the next year's budget, as these items become part of the following year base. This includes human services (per the Budcom recommendation), collective bargaining agreements, and lease/purchases. This adjusts the starting point to \$17,798,031. Comparing the FY17 budget number to this number results in a restated increase of \$496,928, or 2.79%.

Based on all the information to date, year over year appropriations stand at a 3.51% increase over FY16. Based on the most recent revenue projections and a projected 2.0% valuation increase in 2017, we are projecting an estimated tax rate of \$7.31 per 1,000 for FY17. This number includes 10 cents per 1,000 for warrant articles, which are subject to voter approval.

Bonds and Warrant Articles

The Budget Recommendations Committee also forwarded positive recommendations on the following bond articles: 1) Lincoln Street improvements, \$2,802,000 (general, water, sewer funds), 2) Court Street Bridge/Culvert Replacements, \$1,381,000, 3) TTHM Remediation, \$1,500,000 (water fund).

The following special articles were recommended. 1) Washington Street water line replacement design, \$68,000; 2) Town Hall Fire Rated Staircase project, \$100,000; 3) Dump Truck Lease/Purchase, \$36,001, 4) Backhoe Replacement Lease/Purchase, \$38,188. The latter two recommendations came with a caveat to review a SLEP program option for each item to extend service life as an alternative for replacement. It was noted earlier in this memo the human services warrant article was recommended to be included in the budget, which would reduce the warrants by \$108,035 and add \$100,000 to the budget for FY17.

Town of Exeter		2017 Budget Summary- PRELIMINARY												DRAFT		
Version #3		Updated November 23, 2016														
DEPARTMENT	2015 Actual	2016 Budget	2017 BRC Budget	2017 BOS Budget	2017 BOS Budget \$ Increase/(Decrease)	2017 BOS Budget \$ Increase/(Decrease)	2017 BOS Budget vs. 2016 Budget \$ Increase/(Decrease)	2017 BOS Budget % Difference	% of Total OP Budget	Notes						
General Fund Appropriations																
General Government																
100	Board of Selectmen	6,720	21,775	21,775	213,209	213,209	31,957	17.6%	1.2%	FT IT Tech for 8 months; Repl storage system						
111	Town Manager	213,949	219,648	224,521	891	891	-	0.0%	0.1%							
115	Human Resources	83,122	87,542	90,262	754	754	(592)	-44.0%	0.0%	Less elections in 2017						
119	Transportation	26,919	26,770	26,770	340,072	340,072	(9,995)	-2.9%	1.9%	Benefits & record retention						
120	Legal	88,914	80,000	80,000	19,157	19,157	(4,843)	-20.2%	0.1%	Less elections in 2017						
125	Information Technology	171,105	181,252	210,811	1,015,012	1,015,012	1,690	2.4%	5.6%							
130	Trustees of Trust Funds	891	891	891	891	891	-	0.0%	0.0%							
140	Town Moderator	646	1,346	754	754	754	(592)	-44.0%	0.0%							
151	Town Clerk	291,496	350,067	340,072	340,072	340,072	(9,995)	-2.9%	1.9%							
152	Elections/Registration	10,614	24,000	19,157	19,157	19,157	(4,843)	-20.2%	0.1%							
Total General Government		894,376	993,292	1,015,012	1,016,702	1,016,702	23,410	2.4%	5.6%							
Finance																
201	Finance/Accounting	271,649	283,483	282,685	281,997	281,997	(1,486)	-0.5%	1.5%	Transferred Lock box fees to Tax						
202	Treasurer	9,582	11,219	11,259	11,259	11,259	40	0.4%	0.1%							
203	Tax Collection	94,969	98,678	106,146	106,146	106,146	7,468	7.6%	0.6%	Transferred Lock box fees from Finance						
205	Assessing	196,984	201,483	206,622	206,572	206,572	5,089	2.5%	1.1%	Contracted Services						
Total Finance		573,184	594,862	606,712	605,974	605,974	11,112	1.9%	3.3%							
Planning & Building																
301	Planning	189,862	228,474	263,514	263,514	263,514	35,039	15.3%	1.4%	Wages, Downtown Impr						
307	Economic Development	126,797	136,911	139,072	139,072	139,072	2,160	1.6%	0.8%							
302	Inspections/Code Enforceme	232,032	244,577	251,606	251,495	251,495	6,918	2.8%	1.4%	Increase in travel reimb for Electrical Inspector						
303	Board of Adjustment	2,196	3,224	3,429	3,429	3,429	205	6.3%	0.0%	Recording Secretaries						
304	Historic District Commission	11,138	7,725	1,986	1,986	1,986	(5,739)	-74.3%	0.0%	Grant matching- Town Survey						
305	Conservation Commission	9,398	10,057	10,188	10,188	10,188	131	1.3%	0.1%							
306	Heritage Commission	3,292	11,288	3,233	3,233	3,233	(8,055)	-71.4%	0.0%	Contracted Services- Winter St Cemetary in 2016						
Total Planning & Building		574,715	642,257	673,027	672,916	672,916	30,659	4.8%	3.7%							

Town of Exeter		2017 Budget Summary- PRELIMINARY										DRAFT	
Version #3	Updated November 23, 2016												
DEPARTMENT	2015 Actual	2016 Budget	2017 BRC Budget	2017 BOS Budget	2017 BOS Budget vs. BRC Budget \$ Increase/-(Decrease)	2017 BOS Budget vs. 2016 Budget \$ Increase/-(Decrease)	2017 BOS Budget % Difference	% of Total OP Budget	Notes				
Parks & Recreation													
801 Recreation	290,113	303,539	312,931	312,931	-	9,391	3.1%	1.7%	Wages & Benefits				
802 Parks	164,814	183,323	183,053	182,713	(340)	(610)	-0.3%	1.0%					
Total Parks & Recreation	454,927	486,862	495,984	495,644	(340)	8,781	1.8%	2.7%					
Other Culture/Recreation													
116/804 Other Culture/Recreation	28,723	30,951	30,951	30,951	-	-	0.0%	0.2%					
805 Special Events	13,911	14,500	14,500	14,500	-	-	0.0%	0.1%					
Total Other Culture/Recreation	42,634	45,451	45,451	45,451	-	-	0.0%	0.2%					
Public Library													
901 Library	898,408	927,413	1,002,526	1,002,526	-	75,113	8.1%	5.5%	Wages & Benefits due to changes in personnel				
Total Library	898,408	927,413	1,002,526	1,002,526	-	75,113	8.1%	5.5%					
Debt Service & Capital													
921-923 Debt Service	943,756	780,691	695,796	695,796	-	(84,895)	-10.9%	3.8%	Train Stn Storm Sep Bond, interest pymts				
117 Vehicle Replacement/Lease	282,080	394,123	411,504	412,689	1,185	18,566	4.7%	2.3%	See Vehicle & Lease schedules				
117 Misc. Expense	281	3	3	3	-	-	0.0%	0.0%					
118 Capital Outlay - Other	48,601	-	8,906	8,906	-	8,906	0.0%	0.0%	Vehicle Data Gathering				
Total Debt Service & Capital	1,274,718	1,174,817	1,116,209	1,117,394	1,185	(57,423)	-4.9%	6.1%					
Benefits & Taxes													
931 Health Insurance Buyout	177,420	92,486	109,761	109,637	(124)	17,151	18.5%	0.6%	Health Insurance Buyout				
933 Unemployment	4,067	2,725	2,046	2,046	-	(679)	-24.9%	0.0%					
937 Worker's Compensation	173,743	186,384	198,872	198,872	-	12,488	6.7%	1.1%	Primex				
114/941 Insurance	130,927	133,272	113,529	113,529	-	(19,743)	-14.8%	0.6%	Primex: Based upon allocation of assets				
Total Benefits & Taxes	486,157	414,867	424,208	424,084	(124)	9,217	2.2%	2.3%					
Total GF Operating Budget	17,000,214	17,725,162	18,294,959	18,283,369	(11,589)	558,207	3.1%	100.0%					

Town of Exeter	2017 Budget Summary- PRELIMINARY						DRAFT		
Version #3	Updated November 23, 2016								
DEPARTMENT	2015 Actual	2016 Budget	2017 BRC Budget	2017 BOS Budget	2017 BOS Budget \$ Increase/-(Decrease)	2017 BOS Budget \$ Increase/-(Decrease)	2017 BOS Budget vs. 2016 Budget % Difference	% of Total OP Budget	Notes
Other Appropriations - Warrant Articles									
Human Services	-	-	-	-	-	-	-	-	Moved back into OP budget (Welfare)
Sidewalk Program	99,322	-	-	-	-	-	-	-	Moved into OP budget (Highway)
Communications Improv	112,439	-	-	-	-	-	-	-	
Public Safety Complex Heat	27,035	-	-	-	-	-	-	-	
Sno Go	35,250	-	-	-	-	-	-	-	
Replace Street Sweeper	19,410	-	-	-	-	-	-	-	
Replace Fire Alarm Truck	50,000	50,000	50,000	50,000	-	-	-	-	
Snow/ice Deficit Fund	50,000	75,000	50,000	50,000	-	(25,000)	-	-	
Sick Leave Expendable Trus	50,000	-	-	-	-	-	-	-	
Exeter Police Association Ag	-	-	-	-	-	-	-	-	
SEIU 1984 Collective Bargaining	-	-	-	-	-	-	-	-	
Exeter Professional FF's Association	-	-	-	-	-	-	-	-	Monitoring, cultural mitigation, stream adjustments etc. (\$80K moved to Dam Maintenance in Hwy Dept
Dam Removal	-	31,671	-	-	-	(31,671)	-	-	
Financial Software	-	-	-	-	-	-	-	-	CIP Page #3 Pedestrian Improvements
TAP Grant Match/Sidewalks	-	545,000	545,000	545,000	-	545,000	-	-	CIP Page #5
Downtown Parking/Traffic	-	-	-	-	-	-	-	-	
Master Plan Update	-	50,000	-	-	-	(50,000)	-	-	CIP Page #2 (TM recommended deferral due to other ideas from Planner)
Complete Streets Study	-	-	-	-	-	-	-	-	
Highway Dump Truck #28	-	36,001	-	-	-	(36,001)	-	-	
Low Hall Code Compliant Staircase	-	-	100,000	100,000	-	100,000	-	-	CIP Page #13
Highway Dump Truck #27	-	-	36,001	36,001	-	36,001	-	-	Represents 1st year payment of a 5 year lease \$159,438 (BRC Recommends BOS look at SLEP Program)
Highway CAT Backhoe #41	-	38,188	-	-	-	38,188	-	-	Represents 1st year payment of a 5 year lease \$169,723 (BRC Recommends BOS look at SLEP Program)
Total Other Approp -WAR	393,456	242,672	819,189	819,189	-	576,517	-	-	
Borrowing Other									
Court St. Bridge/Culvert Repl	-	1,381,000	1,381,000	1,381,000	-	1,381,000	-	-	CIP Page #19
Lincoln St. Project Phase II	-	1,697,000	1,697,000	1,697,000	-	1,697,000	-	-	Utilities, Roads and Sidewalks (has Water and Sewer Fund components)
Total Borrowing Other	-	3,078,000	3,078,000	3,078,000	-	3,078,000	-	-	
Total GF & WAR & Borrowing	17,393,670	17,967,833	22,192,148	22,180,558	(11,589)	4,212,725	23.4%	23.4%	

Town of Exeter		2017 Budget Summary- PRELIMINARY								DRAFT	
Version #3		Updated November 23, 2016									
DEPARTMENT	2015 Actual	2016 Budget	2017 BRC Budget	2017 BOS Budget	2017 BOS Budget \$ Increase/-(Decrease)	2017 BOS Budget \$ Increase/-(Decrease)	2017 BOS Budget \$ Increase/-(Decrease)	2017 BOS Budget vs. 2016 Budget % Difference	% of Total OP Budget	Notes	
Water Fund											
621 Administration	402,508	386,447	418,895	418,346	(549)	31,899	8.3%	12.6%	Property insurance reallocation based on fixed assets; Full Year FT Eng. Tech., FT IT Tech		
624 Billing and Collection	133,140	142,619	148,508	150,153	1,645	7,534	5.3%	4.5%	Full Year FT Utilities Clerk; postage & audit		
622 Distribution	669,918	819,228	867,773	866,473	(1,300)	47,245	5.8%	26.0%	Metering & Back Flow		
623 Treatment	778,271	746,529	713,317	712,932	(385)	(33,598)	-4.5%	21.4%	Chemicals, various accts		
625-626 Debt Service	821,183	808,604	1,102,718	1,102,718	-	294,114	36.4%	33.1%	Lary Lane GWTP SRF loan		
627 Capital Outlay	53,966	81,616	76,386	77,546	1,160	(4,070)	-5.0%	2.3%			
952 Approp from Reserves	53,287	-	-	-	-	-	0.0%	0.0%			
Total WF Operating Budget	2,912,273	2,985,043	3,327,596	3,328,167	571	343,124	11.5%	100.0%			
Other Appropriations - Warrant Articles											
Lincoln St. Project Phase II			167,000	167,000	-	167,000			Utilities, Roads and Sidewalks (has General and Sewer Fund components)		
SWTP TTHM Treatment			1,500,000	1,500,000	-	1,500,000			EPA & NHDES Standards for THM's		
Washington Street Line Repl.			68,000	68,000	-	68,000			Water main replacements		
Total Other Appropriations	-	-	1,735,000	1,735,000	-	1,735,000					
Total Water Fund Appropriati	2,912,273	2,985,043	5,062,596	5,063,167	571	2,078,124		69.6%			
Sewer Fund											
631 Administration	336,696	346,779	366,831	366,282	(549)	19,503	5.6%	15.2%	Full Year FT Eng. Tech., Allocation of IT Tech		
634 Billing and Collection	127,421	142,619	147,533	149,178	1,645	6,559	4.6%	6.2%	Full Year FT Utilities Clerk; postage & audit		
632 Collection	762,558	709,646	679,001	677,701	(1,300)	(31,945)	-4.5%	28.2%	II Abatement		
633 Treatment	478,619	468,363	471,915	472,490	575	4,127	0.9%	19.7%			
635-636 Debt Service	641,596	658,388	614,128	614,128	-	(44,260)	-6.7%	25.6%	Water Street Principle; interest pymts		
637 Capital Outlay	94,990	83,695	122,266	123,426	1,160	39,731	47.5%	5.1%	See Vehicle & Lease schedules		
Total SF Operating Budget	2,441,880	2,409,490	2,401,673	2,403,204	1,531	(6,286)	-0.3%	100.0%			
Other Appropriations - Warrant Articles											
Lincoln St. Project Phase II			902,000	902,000	-	902,000			Utilities, Roads and Sidewalks (has General and Water Fund components)		
Total Other Appropriations	-	-	902,000	902,000	-	902,000					
Total Sewer Fund Appropriat	2,441,880	2,409,491	3,303,673	3,305,204	1,531	895,713		37.2%			

Sub-committee on Human Services Narrative Report

Social Service Agencies' Applications (Warrant)

Submitted by: Hall (Chair), Rowan, and Zwaan

November 10, 2016

Recommendation

- Move Social Service budget to a new line item in Human Services Department
- Discontinue warrant
- Fund line item in budget for 2017 at \$100,000. (a significant decrease).
- No \$ recommendation for warrant

Additional Suggestions for Select Board

- Create Citizens committee to work with Human Services Department
- Develop Guidelines for Municipal Appropriations (see Town of Lee, NH)

History

- Warrant passed the last 12 years, at least
- Most applicants funded at some level
- Since 2009, total funding ranged from a high of \$133,495 to a low of 107,035
- No analysis of voting patterns or percentages

Precedent

- Town has a history of moving warrant items to general budget (sidewalks and snow)

Benefits

- Funding decision can be based on relevance to Town of Exeter needs (vs. general charity or "worthy" agency)
- Ongoing oversight by the town
- Less subjective funding
- Increased flexibility (both in dispersing money to agencies and in working between welfare and human services)
- Manageable (warrant has become unwieldy in multiple ways)
- Integrates Human Services and Welfare functions
- Allows for developing closer relationships with agencies based on service to the Town
- Welfare and Human services can complement and supplement each other

Sub-committee on Welfare and Human Services Report

Background Information

November 10, 2016

Welfare

1. The Town of Exeter is required by law to provide for the “indigent.” Applicants for welfare must fill out an application and meet guidelines set by State and Federal governments. These Guidelines are available on line at the town website.
2. The Town of Exeter is not “required” to support social service agencies but has a history of twelve years or more of supporting outside agencies using through one or more warrant articles.
3. The sub-committee does not have historical data or information on how this funding pattern arose in the town of Exeter. The warrants have been voted in each year.
4. The Town of Exeter has a Department of Human Services that includes Welfare, but it does not have a Human Services Budget that covers agencies covered by the warrant. Historically, Exeter had both a Welfare Director and a Welfare Budget.
5. The Executive Assistant to the Town Manager handles all Social service agency applications and payments. Since the departure of the Welfare Director, the Executive Assistant now also handles all Welfare applications and services.
6. The current Welfare Budget does not cover all of the welfare needs of the town. Some persons do not come forward for help. Many of the people who do come forward, are also assisted through various social service agencies in the area.
7. Thus, it is a combination of town welfare and the support offered by certain, though not all, social service agencies that supports our “needy.”
8. The Exec. Assistant cooperates with outside agencies to meet the needs of people. She also seeks out other sources of support, such as St. Vincent DePaul and The Wentworth Trust.
9. Certain outside agencies stand out in terms of their cooperation with the town welfare program and in terms of their ability to provide for needs that the town cannot provide ---e.g., car repair and emergency housing.

10. Several categories of "Direct Relief" have seen large increases in recent years. These include electricity, heat, rent, and medical. Our Welfare Budget has not increased accordingly.
11. In 2015, Direct Relief total was 27, 500. In 2006 through 2010, the total was in the low \$30,000.
12. We no longer pay a salary to a Welfare Director, though the proposed 2017 budget allocates \$7400. toward the Executive Assistant's salary,
13. There are many more "indigent" in the town than we have identified. Many live in their cars rather than ask for help.

Warrant Article

1. While Warrant Article(s) have historically passed, we have no data on the number of people who vote for or against them. Thus, we don't know what percentage of the voters each voter bloc represents.
2. In the last few years, the BRC tried to move to a single Warrant Article, however new applications and requests over level funding must be brought forth as separate warrant articles. Thus, we may have (as in current year) multiple warrants, anyway.
3. We currently have 22 applications. Of these, eight (8) are new or requests for increases. That will yield nine (9) separate warrant article.
4. By reducing the number of warrants to one (with exceptions noted above), we have created an "all or nothing" scenario. Voters have no choice as to the charities they want to support. Take it or leave it.
5. The town has no control over how agencies use money or how any residents are served. In some cases, we have no relationship with the agency after funding is approved.
6. It has been difficult for sub-committees over the years to "vet" the applications because we have no Human Services mission (as we do in Welfare) that might guide a decision process.
7. Yet, sub-committee review is the only way anyone "inspects" the applications before they are forwarded to Select Board to be put on the Warrant.
8. Once a Warrant is passed, 100% of the money ****must**** be paid that year, regardless of how the agency is doing or what the current need situation is in the town. Even agencies that do not submit invoices, as requested by the town, must be paid per order of auditors.

9. By using the warrant article process, the town relinquishes quality control.
10. Towns like Tilton put the review of social service agency request under the purview of the Welfare Director or Human Services Director. Tilton believes this person is in the best position to know the quality and frequency of services provided to the town by an outside agency. This person has the best experience in dealing with agencies and their actual service to residents.
11. The Town of Lee has a well spelled out set of "Guidelines for Municipal Appropriations to Social Service Agencies." Here is an excerpt: *The town of Lee is prohibited from appropriating funds for anything that is not a valid public purpose, even if it is for a deserving non-profit organization...Town funds cannot be granted to a private organization unless that private organization takes on some obligation to benefit the Town; and further, that the Town has some ability to enforce and obtain that benefit for the public. That said, the services provided by certain agencies may fill gaps in critical services that the Town of Lee would be obligated to provide through welfare or other general assistance laws if these agencies did not provide such relief.*
12. We have a Human Services Department. It is logical to process outside agency requests through the office that handles welfare.
13. This is an opportunity to cut back on the total town budget expenditure while retaining support to those agencies that directly impact the needs of Exeter residents.
14. If both the Human Services and Welfare budgets were administered through the same department, the town would create greater accountability, flexibility, and quality control. The town could also better monitor numbers served and services provided. Finally, The town could request reports and invoices and develop relationships with agency administrators.

Suggestions

1. Consider Citizens Advisory Committee for Human Services
2. Consider creating Guidelines (like Town of Lee)

Human Services Funding Criteria

The Human Services Policy purpose is to ensure that adequate levels of human services are available to the people of Exeter. The Human Services Funding Criteria attempts to establish a system for planning, funding, monitoring, and evaluating community human service needs that are effective, fair, and equitable. The criteria is a reflection of the Town's desire to assist those persons in our community who possess special needs, lack adequate income, are physically or mentally vulnerable, or lack the skills and abilities necessary to maintain self-sufficiency.

The Human Services Committee will distribute funds allocated equitably.

Human services agencies and programs must meet the following criteria to receive funding from the Town of Exeter:

- I. How does the agency's services related to the core mission of Welfare?
- II. Ability to self-sustain without the Town of Exeter's Human Services funding.
 - a. Priority will be given to those agencies that have an established process for generating alternative sources of funding or services.
- III. Responsiveness to Town Welfare
 - a. Availability of services and assistance
 - b. Financial quo pro agencies that negotiate with Town Welfare
- IV. Meets basic needs, life skills, employability development, and health/mental health services.
 - a. Agency services should be accessible to elderly, physically and developmentally disabled, and low income residents.
- V. Must demonstrate Exeter resident focus. There must be program services that are primarily designed to address the needs of Exeter residents.
- VI. Must meet community needs. Identification of community needs and successful implementation of appropriate services to address identified needs.

The Town will administer allocations to organizations providing human services to help meet the Town's unmet human service needs. The Town of Exeter remains committed to the human services with both financial support and collaborative efforts.

Program & Funding Categories

Basic Need

- Homeless Shelters
- Child Care
- Food
- Clothing
- Housing Assistance
- Transportation
- Senior Citizen Basic Assistance
- Legal Assistance for Indigents

Life Skills

- Mentoring
- Academic Enhancement
- Social Competency
- Literacy
- Conflict Resolution
- Parenting Classes
- Structured Recreation
- Self Sufficiency for Disabled Citizens

Employability Development

- Job Readiness/Placement/Retention
- Job Seeking Skills
- Vocational Training
- Job Site Development

Health/Mental Health

- Health Awareness Promotion
- Counseling
- Substance Abuse
- Health Care Access
- Crisis Intervention
- Dental Care
- Prescription Medications
- Safety Promotion
- Respite Care

Service Life Extension Programs (SLEP's) –

- The Police/Fire Subcommittee recommends strongly that the Town adopt a new Police Department and Fire Department vehicle replacement policy that emphasizes the consideration of less costly Service Life Extension Programs (SLEP's) as an alternative to automatically buying/leasing new vehicles when an arbitrary plan recommends vehicle replacements.
- Currently, neither department routinely explores SLEP options when considering vehicle replacements.
- A SLEP is like getting a second opinion from your Doctor before having a costly operation.
- SLEP's include a priority list of major repairs that, if accomplished, add a reasonable number of years to an existing town vehicle at a cost that may be significantly less than a new vehicle purchase or lease.
- In short, SLEP's are relatively comprehensive refurbishments. They fix what is broken or expected to break in the near future, and they can add modern capabilities to an older vehicle.
- SLEP's are done in the fire truck industry, with the promise of saving 60% over the cost of a new vehicle and 4-6 months as opposed to 1-2 years to get a new vehicle. A fire truck SLEP can add as much as 10 years to the truck's life.
- The leading fire truck refurbisher is Firetrucks Unlimited which claims to have refurbished 160 fire trucks.
- E-One, which built Exeter's Engine 5, also offers SLEP refurbishment services.
- The Subcommittee believes that the overall need to reduce the spending and borrowing burdens on town taxpayers, at the very least argues for examining such less costly options as a "best practice" in satisfying the Town's needs in a more fiscally responsible manner.
- The Town can work with credible mechanics and vehicle manufacturers to create a SLEP alternative whenever a new vehicle buy or lease is considered, so that both alternatives are evaluated in the annual budget-building cycle.
- Any liability insurance impacts should be part of the analysis.
- We are not yet saying we should do SLEP's. That would depend on what the analysis says for each vehicle.
- We are saying the PD and FD should ask the questions and do the homework to give the Town a choice.
- SLEP's are a way of doing business in the US military, with SLEP's for AF and Navy fighter jets and aircraft engines, Army Stinger shoulder fired anti-aircraft missiles, Marine Corps landing craft. One contractor is pushing a SLEP for countries that have bought older models of Army tanks.

Firetrucks Unlimited

Fire Truck Refurbishment

Add 10+ Years of Service to Your Truck For 60% Less than Buying New!

Fire truck refurbishment saves you money and gives your truck a second life. Our refurbishment service gives you the power to choose which upgrade and repair options meet your specific needs. Firetrucks Unlimited is the leading fire truck refurbishment company and offers service on trucks from every manufacturer. Contact us today to see how our experience, facilities and dedication to delivering the highest quality service can help you!

What is Refurbishment?

Full Refurbishments Replace or Repair Every Component

Complete refurbishments include a true, down to the frame rebuild. Every component will be inspected and replaced or repaired as needed. We do not take any short cuts. Our commitment to quality extends to every component on the apparatus.

Each Project Is Customized

No two refurbishment projects are the same. Our team will work with you to develop a refurbishment plan which fits within your budget and satisfies your needs.

How it Works



Assessment

We assess your needs through an open dialogue to create an accurate evaluation of the project scope. We request you send us detailed photos to accurately communicate the condition and configuration of the apparatus. If your apparatus is a candidate for refurbishment, we can travel to your department to perform an on-site pre-inspection.



Proposal

We will provide an itemized proposal which allows you to tailor your refurbishment to meet your needs. Proposals are typically revised 2-3 times to arrive at a solution that meets your needs and stays within your budget.



Refurbishment

Once your apparatus has been transported to our facilities, our EVT's will perform a complete inspection. We then thoroughly clean the apparatus and perform the work detailed in the project scope. Once the refurbishment is complete, your apparatus will be rigorously tested to ensure optimal performance and safety.



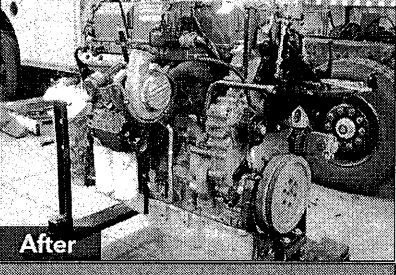
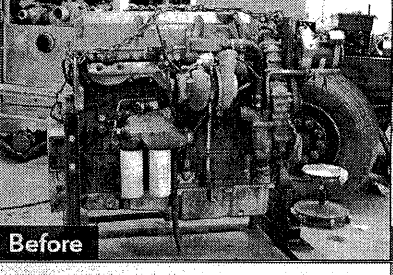
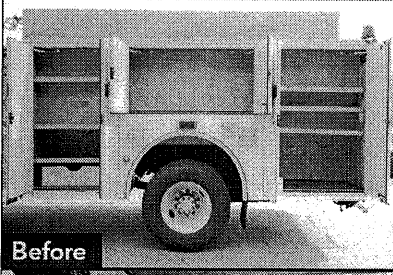
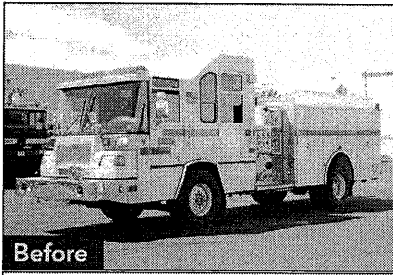
Final Inspection & Training

Your team will be flown in to Las Vegas to inspect your refurbished apparatus. We will walk you through the entire truck and explain what work was performed. We will demonstrate the full capabilities of the truck and provide training. Any questions or comments you have will be addressed at this time.

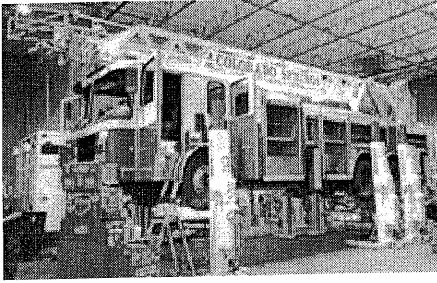
Featured Refurbishment Projects

We have refurbished over 160 fire trucks. Visit the **Completed Projects** page to see photos of every refurbishment project we have finished.

Before & Afters



Benefits of Refurbishment



Saves Time

We have the fastest turnaround times in the industry! Refurbishing your fire truck typically takes between 120 and 180 days. Buying a new truck can take up to two years.

Saves Money

Refurbishment typically costs 60% less than buying new. In some cases, our customers have been able to completely refurbish three fire trucks instead of buying one new.

Adds 10+ Years of Service

You can expect your refurbished fire truck to give you at least another 10 years of service with regular maintenance. This is not just our opinion, the US government has been refurbishing vehicles for many years and their studies confirm this fact.

Supplements Your Purchasing Cycle

Refurbishment does not eliminate the need for buying new apparatus. By refurbishing your truck you are extending its life and therefore offsetting the need to purchase new ones. Many of our clients incorporate refurbishment into their purchasing cycle, which has a significant positive impact on their budgets. We also offer long term contracts which reduce your costs and help us to reserve your place in our production schedule.

About Firetrucks Unlimited



First Full Service Refurbishment Company

Firetrucks Unlimited is the first company to offer a fully featured refurbishment program. We offer refurbishment for every make and model of fire apparatus. We serve volunteer, municipal and government clients including the U.S. Navy, Air Force and Marines.

Largest Refurbishment Facilities

We have over 33,000 sq. ft. of facilities dedicated to refurbishing fire trucks. Our facilities offer full mechanical, electrical, fabrication & cosmetic capabilities. Your apparatus will be worked on by certified EVT's who are dedicated to providing the highest quality service to ensure safe operation upon delivery. We encourage customers to visit our facilities in Henderson, NV for a tour of our operation.

Owned & Operated by Former Firefighters

Firetrucks Unlimited is owned and operated by former firefighters. This gives us an edge in the industry because we have the knowledge that only experience can provide.

Nationwide & International Service

We provide apparatus refurbishment services to every U.S. state and to international clients. Our contracts with the military have allowed us to refurbish trucks in Iraq, Afghanistan, Italy, Bahrain, Diego Garcia and Djibouti, Africa to name a few.

100% Satisfaction Assured

Project Status Updates

We believe communication is the most important component of maintaining customer satisfaction. We provide phone calls and weekly photo updates on our web site to keep you current with the work being performed on your apparatus.

Customer Satisfaction is Our Top Priority

We go to great lengths to ensure our customers are 100% satisfied with their refurbished apparatus. If any component of your truck does not meet your standards please let us know and we will address it immediately.



Projects Meet NFPA, DOT & FAA Standards

Upon completion your apparatus will meet NFPA 1912, DOT & FAA standards. Our Certified EVT's will thoroughly test your pump to ensure your apparatus is operating safely at maximum efficiency. We also provide aerial testing through UL.



Best Warranty in the Industry

We stand behind the work we do. Every truck we refurbish comes with a one year warranty on all items in the statement of work. In addition, all warranties offered by the manufacturers of new components are extended to the customer. Our nationwide service capabilities ensure any warranty claims you may have will be addressed in a timely manner.



WRECK REPAIR & REFURBISHMENT

Your E-ONE Emergency Fire Apparatus Can Live to Fight Again

E-ONE is the only fire truck and emergency vehicle manufacturer certified for collision repair by NTHECC. The E-ONE Factory Service Center will also refurbish and upgrade your fire truck apparatus no matter what it needs – lighting, graphics, a safety upgrade or even a major overhaul. Let E-ONE get you back up to NFPA standards and add up to 15 years of new life to your fire truck. We've got the trained technicians; the right parts and we're committed to the highest possible level of customer service.

COLLISION REPAIR

- Restore the vehicle to pre-accident condition
- Maintain existing/remaining manufacturer warranty

AERIAL UPGRADES

- Acid washed and re-swirled ladder sections
- Five year aerial structural warranty
- All electrical, hydraulic, waterway and cabling system replaced with new, up-to-date production components
- E-ONE aerial upgrades featuring the latest technology, such as electric over hydraulic jack controls and ramping controls for platforms

CHASSIS UPGRADES

- Re-chassis an existing body to a new custom or commercial chassis
- Meet NFPA 1901, 2009 edition, requirements
- Improve emissions
- Add electronic roll-stability

ADDITIONAL SERVICES

- Service your pump or perform a complete pump overhaul
- Repaint, letter and stripe an existing truck
- LED upgrades
- Stainless Steel plumbing upgrades
- 4-door cab conversions
- Body compartment modifications
- Add hydraulic ladder racks
- Add generator and lighting systems
- Upgrade to the latest technologies



No one knows fire apparatus like Pierce

Every bolt. Every wire. Every panel. Every inch of paint. Inside and out. The experts at Pierce Regional Service Facilities are the industry's most knowledgeable and most thorough. CAD designers, parts specialists, floor engineers, welders, painters. Most have cut their teeth building Pierce trucks. Simply put, they can repair *anything*. Including non-Pierce apparatus.

This expertise can save you significant dollars over a new apparatus. For example, a refurbished aerial can save you 60% off the cost of a new aerial — there's more than one way to be a hero in your community.

Short turnaround times

Over 30 years of fire apparatus refurbishing experience

Aerial overhauls

Upgrade and Modernize

- Modifications and upgrades are available to comply with current NFPA standards, such as new warning lights, plumbing changes, auxiliary braking devices and more. Modifications are available for all makes and models of apparatus.

Glider Kits Glider kits (engine and transmission) and Pierce cab remounts on other apparatus

- This is one of the quickest, most cost-effective ways to bring an older vehicle up to compliance with most current NFPA standards. Utilizing major components from your old apparatus - engine, transmission, pump and rear axle - we'll build a new custom vehicle around them with significant savings.

Aftermarket repairs

- Engine and transmission replacement
- Pump overhaul
- Water tank replacement
- Cab/body replacement
- Cab conversions
- Retrofit:
 - TAK-4™ Independent Front Suspension,
 - CAFS foam systems,
 - Side Roll Protection™ System,
 - ANNEX-D (1901 NFPA standards)

When you need it like new – and you need it now

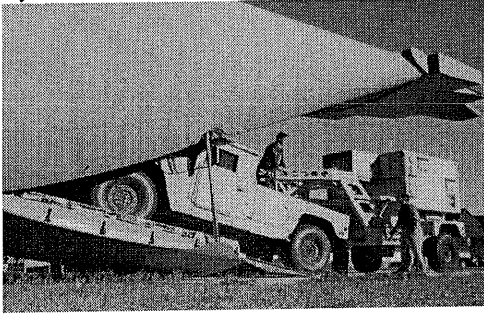
ISO-certified, Pierce is the fire and emergency apparatus industry's electrical and technology leader. That means refurbishing trucks to "like-new" condition and retrofitting the latest safety systems, giving you a truck your community demands and first responders can rely on.

Strategically located, the Pierce Regional Service Facilities employ only the most experienced experts in fire industry apparatus. Their familiarity and understanding is a main reason why work is completed so quickly and precisely.

US ARMY WEBSITE

Service Life Extension Program Breathes New Life into an Aging Warrior with an Upgrade to the AN/TSC

By Andrew Toussaint & James Collery (LRC) May 2, 2012



AN/TSC-93E, Lynx being loaded on a C130 Hercules test fuselage at Tobyhanna Army Depot. (Photo Credit: U.S. Army Photo)

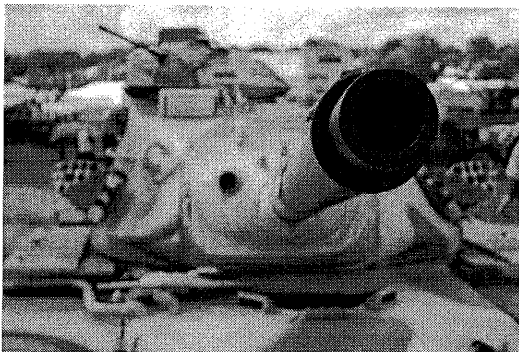
ABERDEEN PROVING GROUND, Md. - The AN/TSC-93 Tactical Satellite, or TACSAT, System's Service Life Extension Program, referred to as SLEP, recently produced the AN/TSC-93E, Lynx.

The Lynx is a TACSAT system that provides a secure and interoperable communications terminal serving a wide range of Department of Defense applications. The latest TSC-93 model, the E-Model Lynx upgrade, extends the service life of this valuable and critical program until 2025.

Lynx provides the Warfighter with optional point-to-point or multi-point trucking facilities. Working through the Defense Satellite Communications System, DSCS, satellites, either short- or long-range communications can be quickly established without mid-point repeaters or extensive site preparation. Each terminal is completely self-contained with full communications capability within 20 minutes of arrival at the objective site.

Although the TSC-93 has been around since 1978, the adaptability of its existing items and systems to changing technology ensures that the program remains a critical asset with current and future applications for SATCOM user requirements. The Lynx provides the Army with a model of success for replacement of aging and obsolete technology with new and modern functionality.

Raytheon Can Turn Old American-Made M60A3 Tanks Into Killing Machines



Dave Majumdar

May 10, 2016

Raytheon is pitching a new upgrade for the venerable M60A3 Patton main battle tank that would turn the elderly design into a competitive force on the modern battlefield—all at a fraction of the cost of a new vehicle.

Named the Raytheon M60A3 Service Life Extension Program (SLEP), the upgrade is being offered for export to nations that need the performance to take on threats like a Russian-built T-90S, but can't afford a top-of-the-line machine like the M1A2 SEP(v)3 Abrams or Leopard 2A7.

At the core of the upgrade is a new 950-horsepower diesel engine—which replaces the original 750-horsepower unit. As part of the deal, the engine would be reconditioned to a zero hour condition. Meanwhile, the old turret hydraulic controls would be replaced with new electrical systems, which are faster, more responsive and quieter than their predecessors.

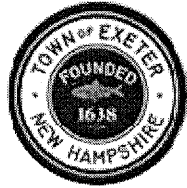
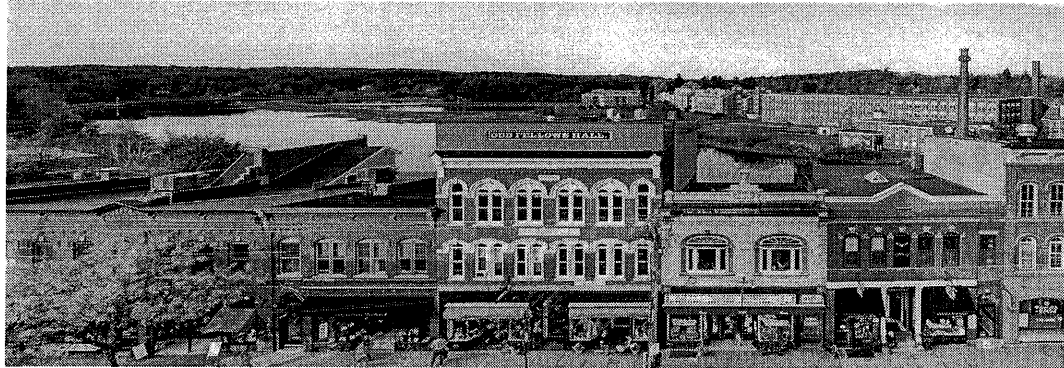
Offensive firepower is exponentially improved by swapping out the old 105mm M68 rifled gun in favor of the Abrams' German-made L44 120mm smoothbore cannon. The addition of the new weapon would give the M60A3 the ability to engage enemy tanks as advanced as the T-90MS on a near equal footing. In fact, with the upgrade, the M60 probably outperforms older M1A1 variants.

That's because in addition to the new cannon, the M60 would receive completely new digital fire-control and targeting systems—including day and thermal sights. The system is comparable to the U.S. Army's M1A1D standard. Indeed, the fire-control software was developed for the U.S. Army. While Raytheon does not specifically mention networking—it's reasonable to assume the modernized tank would be compatible with the U.S. Army's networks.

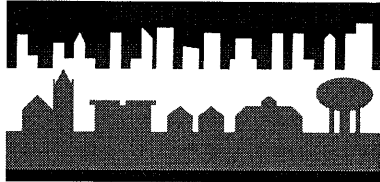
Raytheon says that the U.S. Army tested the M60A3 SLEP at the Aberdeen proving grounds, but the company does not provide any details about any survivability improvements that are being incorporated into the tank. However, a Raytheon video does imply some improvements to the armor package.

Indeed, there are a few visible improvements—such as the addition of side skirts. The configuration shown in the video does not seem to feature reactive armor—but it is fitted with slat armor. Nonetheless, reactive armor could likely be added as needed. In the future, it is possible that more even more advanced features like an active protection system—which are starting to proliferate around the world—could be incorporated into the M60A3.

In addition to much improved performance, Raytheon claims that one major side benefit of the SLEP is that training and maintenance cost would be lower than for new tank because crews are already familiar with the basic M60. That means that Raytheon is targeting the existing base of M60 users around the world—which is still a substantial market.



Town of Exeter
Water & Sewer Rate Study
Draft Report
November 2016



Municipal & Financial Services Group

November 22, 2016

Jennifer Perry
Director of Public Works
Town of Exeter
13 Newfields Road
Exeter, NH 03833

RE: Water and Sewer Rate Study

Dear Ms. Perry,

The Municipal & Financial Service Group is pleased to submit to the Town of Exeter this report summarizing the water and sewer rate study. This document represents the results of our analysis of the forecasted costs of providing water and sewer service to the Town's customers and our recommendations for recovering these costs over the next five years. The study provides a number of recommendations that will enhance the financial health and stability of the Town's water and sewer operations while equitably charging its customers for the services provided.

It has been a distinct pleasure to work with the Town of Exeter. The assistance provided by management, staff and the Water & Sewer Advisory Committee was essential to the completion of this study. The dedication of everyone who assisted in the study process should be acknowledged and was vital to the success of the study. Thank you for the opportunity to work with the Town on this important project.

Very truly yours,

A handwritten signature in cursive script that reads "Michael Maker".

Michael Maker
Senior Manager
Municipal & Financial Services Group

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EXECUTIVE SUMMARY

This document was prepared to present the work performed by the Municipal & Financial Services Group during the water and sewer rate study for the Town of Exeter. The study provides a financial plan for funding of the operating and capital costs of the Town's water and sewer systems over a five-year planning period (FY 2017 to FY 2021).

Objective and Scope

The objective and scope of services set forth between the Town of Exeter ("The Town") and the Municipal & Financial Services Group ("MFSG") consists of the following related tasks:

- Determine the cost of system services with the intent of establishing a usage rate and fee schedule
- Evaluating alternative rate structures
- Update or replace the existing rate model to allow adjustment for changes in general economic conditions
- Prepare a 5-year forward-looking financial plan for:
 - implementing capital improvements and associated debt service
 - accumulating capital reserves to fund scheduled replacements and upgrades of critical equipment and systems; and
 - funding anticipated water and sewer operations budgets

The water and sewer rate study has been completed based on these tasks, which are documented in this report.

Background

The Town of Exeter is located in Rockingham County and was one of the four original townships in the province. The Town is located where the Exeter River meets the Squamscott River on the eastern side of the state less than 10 miles from the coast. The Town has a population of slightly over 14,000 and covers approximately 20.76 square miles. The governing body of the Town is represented by the Board of Selectmen which is reorganized each March after the Annual Town Election.

The Town of Exeter provides water and sewer service to residents and businesses located within the Town limits, as well as a small number of accounts within the Towns of Stratham and Hampton. The day-to-day operation and maintenance of the water and sewer systems are managed by the Divisions of Water and Sewer within the Town's Public Works Department. The Town of Exeter owns and operates its own water and sewer systems and accounts for them in a separate Water and Sewer Enterprise Fund. As such, the operations and maintenance of the water and sewer utilities are fully supported by the users of the systems through user rates and fees. There are 15 employees who support the water treatment, wastewater treatment and distribution and collection system operations.

The Town maintains a water system consisting of approximately 30 miles of water lines, 3 storage tanks, 4 pumping stations and a water treatment plant. The water supply for the Town comes from a combination of ground water and surface water but the primary source is the Exeter River. The treatment plant maintains a maximum capacity of 1.56 mgd (million gallons per day), but the Town has future plans to install a fourth filter to increase the capacity to 2.06 mgd.

The wastewater system includes a collection system consisting of 49 miles of lines, 1,500 manholes, 9 pumping stations and 3 combined sewer overflow diversion structures. Wastewater is conveyed to the Town's wastewater treatment plant designed to treat an average flow of 3.00 mgd and sustain a peak flow of 7.50 mgd. Mandated by an Administrative Order on Consent (AOC) with the U.S. Environmental Protection Agency (EPA), the Town will be replacing its current lagoon system with an advanced secondary wastewater treatment facility (WWTF) system with nitrogen removal. Plans also include improving the Main Pump Station, constructing a new 16-inch diameter sewer forcemain from the Main Pump Station to the WWTF site, relining the existing forcemain and decommissioning three of the four existing lagoons.

Guiding Principles

The following principles were used to guide the rate study and were developed with the assistance of Town staff and the Water & Sewer Advisory Committee:

- The water and sewer systems must each be financially self-supporting. It is assumed that the cost of operating and maintaining the systems must be supported by the water and sewer fees and charges collected from customers with no support from one fund to the other. If at any time, water (or sewer) resources must be used to support the sewer (or water) system, repayment shall be made in an appropriate amount of time.
- The Town should maintain reserves to provide for contingencies and unplanned expenses and to ensure that funds are generated to allow for appropriate future system replacement.
- Water and sewer rates and charges shall be kept as low as possible *over time*. It is possible to keep rates low for a period of time by not investing sufficiently in the maintenance of the water and sewer systems, but eventually the systems will deteriorate and require substantial investments leading to the need for significant and immediate rate increases. The assumption that the Town will continually reinvest in the water and sewer systems to replace assets as they reach the end of their useful lives is built into the analysis and allows for timely and predictable rate increases.

Assumptions

The following high-level assumptions were used to guide the rate study and were developed with the assistance of Town staff and the Water & Sewer Advisory Committee:

- Operating and maintenance expenses: 2.0% escalation rate per year for all expenses, unless specified otherwise
- Miscellaneous revenues: 0.0% growth per year
- Customer and consumption changes: 0.0% growth per year
- Projected debt: interest rate of 3.0%, maturity of 20 years and contingency and issuance expense of 1.5%
 - The WWTF project debt has a 2.0% interest rate, maturity of 20 years and separate contingency and issuance expenses via specific funding terms provided by the New Hampshire Department of Environmental Services (DES)
- Required performance indicator: 90 days operating cash on hand

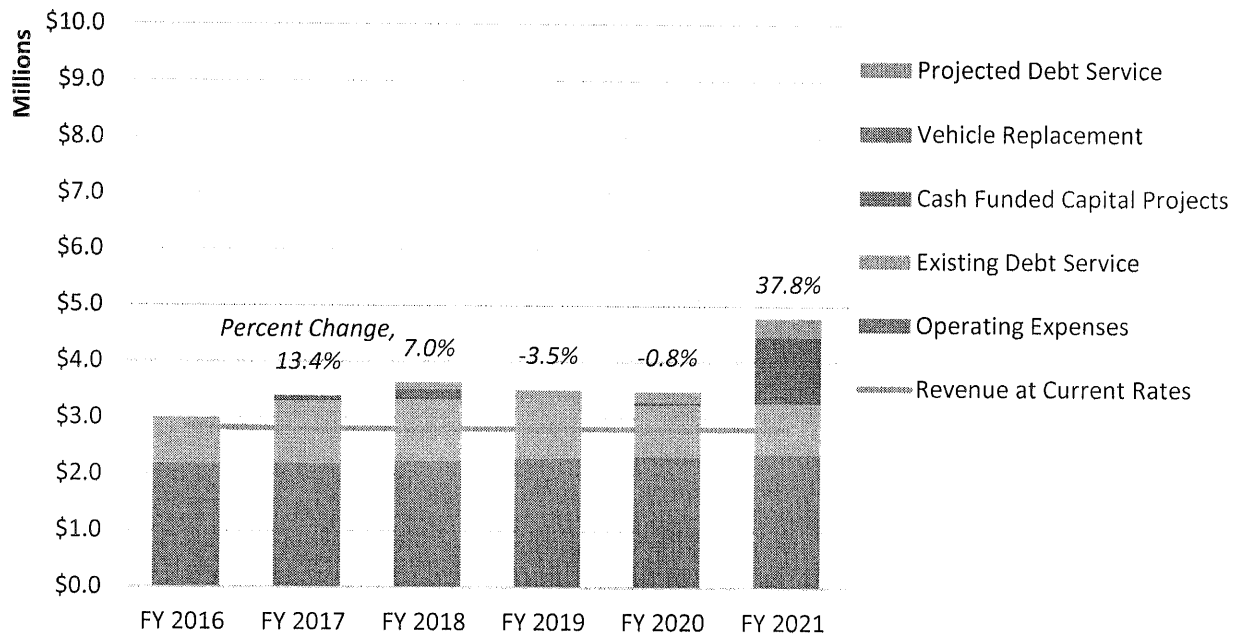
Depending on availability, actual Fiscal Year (FY) 2015, budgeted FY 2016 or proposed FY 2017 data was used as the base upon which forecasted figures were developed. All years within this report refer to the Town's fiscal year (January 1 to December 31). While the study identifies needed water and sewer rates on a year-by-year basis for a 10-year planning period (FY 2017 – FY 2026), the charts and tables within this report provide data for the first five years in which rates and charges have been calculated.

Findings

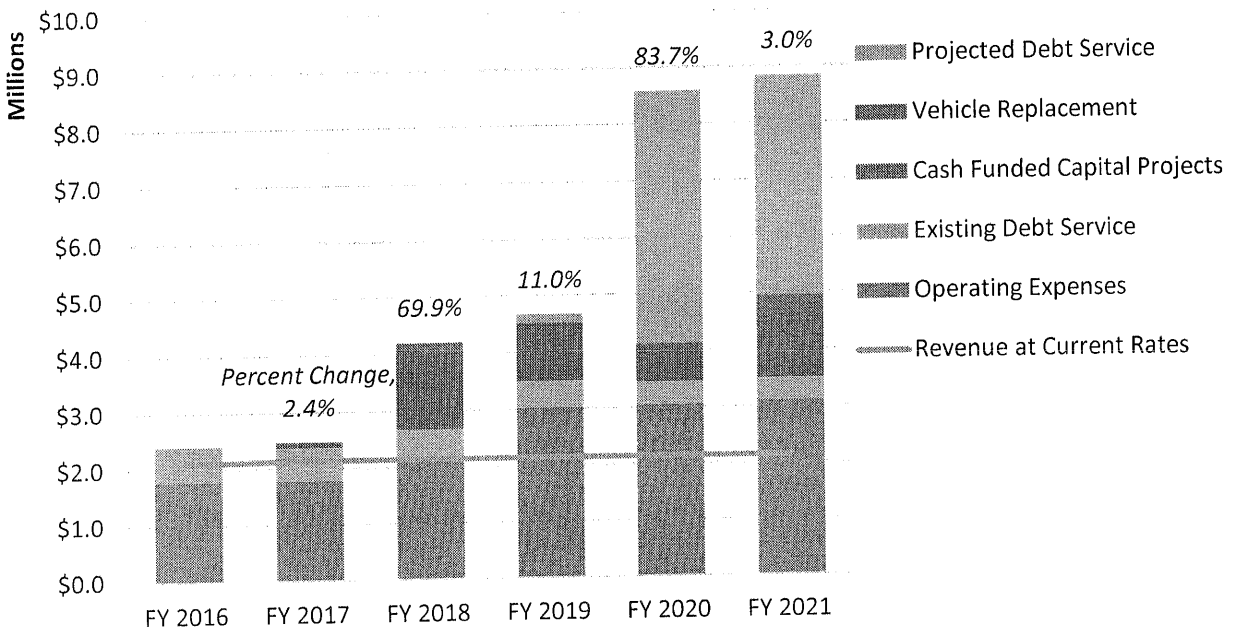
The following findings were developed during the course of the study:

- Revenue collected at current rates are insufficient to cover the water and sewer revenue requirements for FY 2017 through FY 2021. As shown in the exhibits below, current water and sewer rates, if left in place, would not generate sufficient revenue to fund the revenue requirements.

Water Revenue Requirements and Revenue at Current Rates



Sewer Revenue Requirements and Revenue at Current Rates

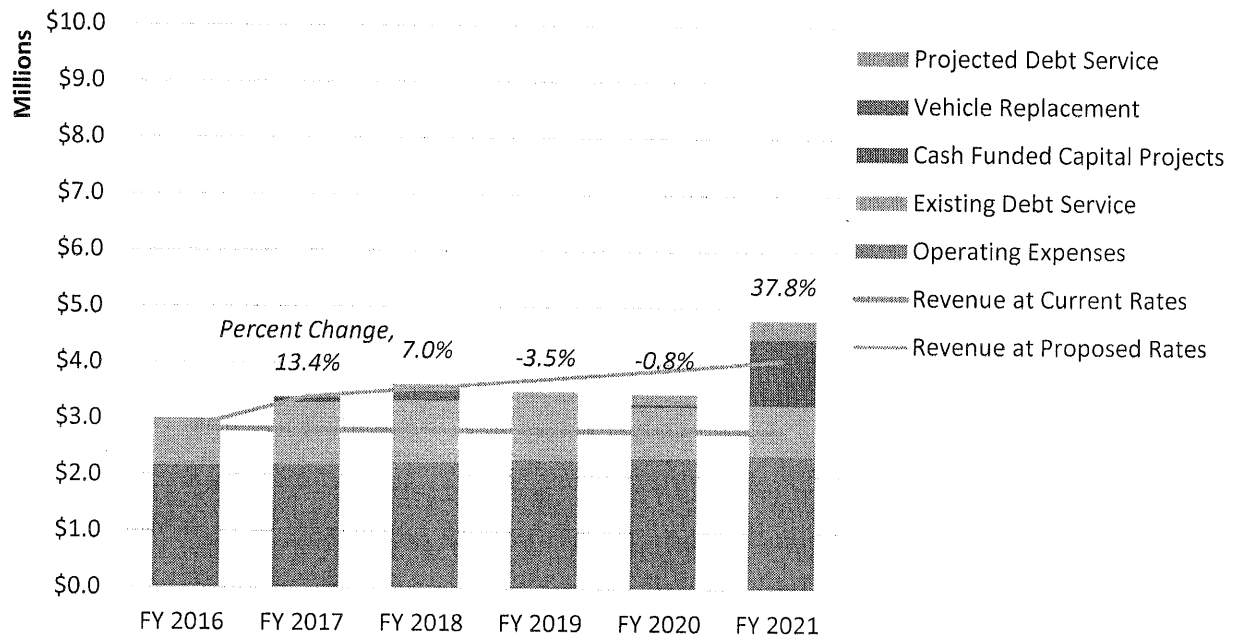


Conclusions

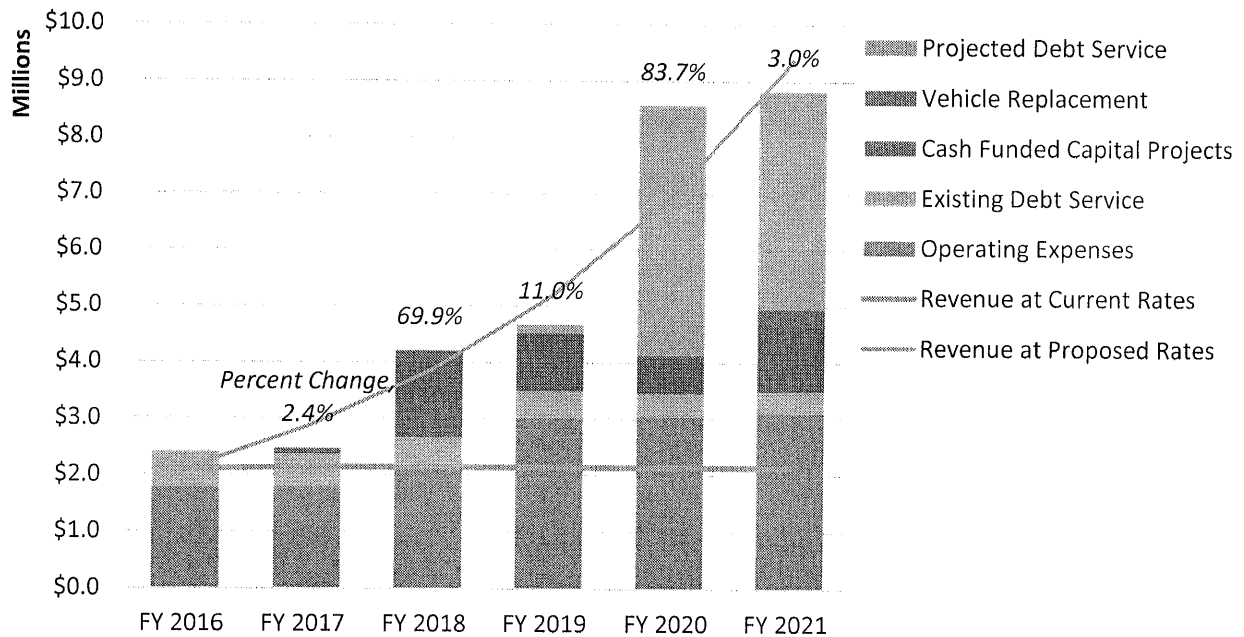
Based on our findings, the following conclusions were drawn:

- The Town needs to increase water and sewer rates over the first five years of the planning period to keep revenues in line with expenses, to fund the required operating and capital costs identified and to meet the performance indicator requirements.
- The Town should implement required rate increases through a multi-year financial plan. This will allow the Town to smooth rate increases over the planning period (as shown by the revenue at proposed rates in the exhibit below) and mitigate customer rate shock while meeting its cash requirements.

Water Revenue Requirements, Revenue at Current Rates and Revenue at Proposed Rates



Sewer Revenue Requirements, Revenue at Current Rates and Revenue at Proposed Rates



Recommendations

Based on our conclusions, the following recommendations were made:

- Adopt the following recommended quarterly water and sewer rates for the next five years.

Recommended Quarterly Water Rates

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$39.50	\$40.50	\$41.50	\$42.00	\$43.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 21,000 gallons)	\$6.86	\$7.19	\$7.57	\$7.96	\$8.38	\$8.82
Tier 2 (21,001 - 105,000 gallons)	\$6.86/\$7.45	\$8.99	\$9.46	\$9.95	\$10.48	\$11.03
Tier 3 (Over 105,000 gallons)	\$7.45/\$8.00	\$10.79	\$11.36	\$11.94	\$12.57	\$13.23

Recommended Quarterly Sewer Rates

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$39.00	\$40.00	\$41.00	\$41.00	\$41.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 21,000 gallons)	\$4.44	\$5.44	\$7.79	\$10.98	\$15.38	\$21.24
Tier 2 (21,001 - 105,000 gallons)	\$4.44/\$5.23	\$6.80	\$9.74	\$13.73	\$19.23	\$26.55
Tier 3 (Over 105,000 gallons)	\$5.23/\$5.62	\$8.16	\$11.69	\$16.47	\$23.07	\$31.86
Flat Fee Sewer Customers (per bill)	\$75.95	\$97.75	\$124.13	\$159.58	\$207.10	\$270.39

- Review rates and charges on an annual basis and revise as needed. Consider a full cost of service study for all rates and charges every five years. While it is recommended to adopt rates and charges for five years so they do not have to be revisited and voted on every year by the Board, it is financially prudent to review expenses and revenues annually to ensure actual values are relatively in line with those projected.

1. BASIS FOR THE STUDY

1.1 Objective and Scope

The objective and scope of services set forth between the Town of Exeter ("The Town") and the Municipal & Financial Services Group ("MFSG") consists of the following related tasks:

- Determine the cost of system services with the intent of establishing a usage rate and fee schedule
- Evaluating alternative rate structures
- Update or replace the existing rate model to allow adjustment for changes in general economic conditions
- Prepare a 5-year forward-looking financial plan for:
 - implementing capital improvements and associated debt service
 - accumulating capital reserves to fund scheduled replacements and upgrades of critical equipment and systems; and
 - funding anticipated water and sewer operations budgets

The water and sewer rate study has been completed based on these tasks, which are documented in this report.

1.2 Background

The Town of Exeter is located in Rockingham County and was one of the four original townships in the province. The Town is located where the Exeter River meets the Squamscott River on the eastern side of the state less than 10 miles from the coast. The Town has a population of slightly over 14,000 and covers approximately 20.76 square miles. The governing body of the Town is represented by the Board of Selectmen which is reorganized each March after the Annual Town Election.

The Town of Exeter provides water and sewer service to residents and businesses located within the Town limits, as well as a small number of accounts within the Towns of Stratham and Hampton. The day-to-day operation and maintenance of the water and sewer systems are managed by the Divisions of Water and Sewer within the Town's Public Works Department. The Town of Exeter owns and operates its own water and sewer systems and accounts for them in a separate Water and Sewer Enterprise Fund. As such, the operations and maintenance of the water and sewer utilities are fully supported by the users of the systems through user rates and fees. There are 15 employees who support the water treatment, wastewater treatment and distribution and collection system operations.

The Town maintains a water system consisting of approximately 30 miles of water lines, three storage tanks, four pumping stations and a water treatment plant. The water supply for the Town comes from a combination of ground water and surface water but the primary source is the Exeter River. The treatment plant maintains a maximum capacity of 1.56 mgd (million gallons per day), but the Town has future plans to install a fourth filter to increase the capacity to 2.06 mgd.

The wastewater system includes a collection system consisting of 49 miles of lines, 1,500 manholes, nine pumping stations and three combined sewer overflow diversion structures. Wastewater is conveyed to the Town's wastewater treatment plant designed to treat an average flow of 3.00 mgd and sustain a peak flow of 7.50 mgd. Mandated by an Administrative Order on Consent (AOC) with the U.S.

Environmental Protection Agency (EPA), the Town will be replacing its current lagoon system with an advanced secondary wastewater treatment facility (WWTF) system with nitrogen removal. Plans also include improving the Main Pump Station, constructing a new 16-inch diameter sewer forcemain from the Main Pump Station to the WWTF site, relining the existing forcemain and decommissioning three of the four existing lagoons.

1.3 Guiding Principles

The following principles were used to guide the rate study and were developed with the assistance of Town staff and the Water & Sewer Advisory Committee:

- The water and sewer systems must each be financially self-supporting. It is assumed that the cost of operating and maintaining the systems must be supported by the water and sewer fees and charges collected from customers with no support from one fund to the other. If at any time, water (or sewer) resources must be used to support the sewer (or water) system, repayment shall be made in an appropriate amount of time.
- The Town should maintain reserves to provide for contingencies and unplanned expenses and to ensure that funds are generated to allow for appropriate future system replacement.
- Water and sewer rates and charges shall be kept as low as possible *over time*. It is possible to keep rates low for a period of time by not investing sufficiently in the maintenance of the water and sewer systems, but eventually the systems will deteriorate and require substantial investments leading to the need for significant and immediate rate increases. The assumption that the Town will continually reinvest in the water and sewer systems to replace assets as they reach the end of their useful lives is built into the analysis and allows for timely and predictable rate increases.

1.4 Assumptions

The following high-level assumptions were used to guide the rate study and were developed with the assistance of Town staff and the Water & Sewer Advisory Committee:

- Operating and maintenance expenses: 2.0% escalation rate per year for all expenses, unless specified otherwise
- Miscellaneous revenues: 0.0% growth per year
- Customer and consumption changes: 0.0% growth per year
- Projected debt: interest rate of 3.0%, maturity of 20 years and contingency and issuance expense of 1.5%
 - The WWTF project debt has a 2.0% interest rate, maturity of 20 years and separate contingency and issuance expenses via specific funding terms provided by the New Hampshire Department of Environmental Services (DES)
- Required performance indicator: 90 days operating cash on hand

Depending on availability, actual Fiscal Year (FY) 2015, budgeted FY 2016 or proposed FY 2017 data was used as the base upon which forecasted figures were developed. All years within this report refer to the Town's fiscal year (January 1 to December 31). While the study identifies needed water and sewer rates on a year-by-year basis for a 10-year planning period (FY 2017 – FY 2026), the charts and tables within this report provide data for the first five years in which rates and charges have been calculated.

2. REVENUE REQUIREMENTS

This section of the report outlines the historical and future costs of operating and maintaining the Town’s systems, which constitute the water and sewer systems’ revenue requirements (i.e., the amount of revenue required to be collected from customers). Our approach includes a detailed review of each of the costs incurred by the Town. The cost analysis is broken into two main categories of costs: (1) operating costs and (2) capital costs (including debt and cash funding). This section describes each of the categories of costs incurred by the Town as it provides water and sewer service. The costs are based on official documents and data provided by the Town.

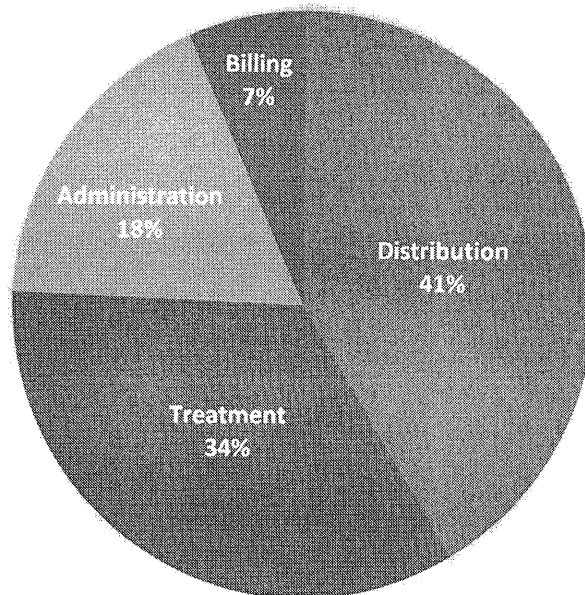
2.1 Operating Costs

The day-to-day operating and maintenance (O&M) expenses of the water system are grouped into the following categories:

- Distribution
- Treatment
- Administration
- Billing

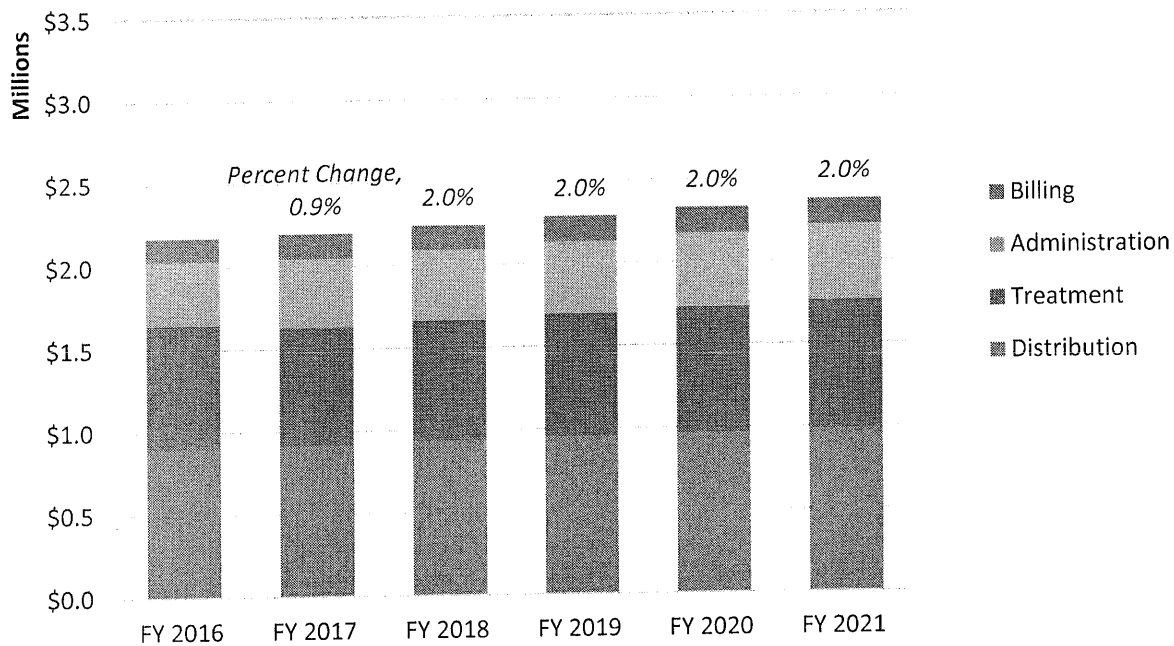
Budgeted FY 2016 expenses total approximately \$2.1 million. Exhibit 2.1.1 provides a breakdown by category (with percent of total budget) for FY 2016.

Exhibit 2.1.1 FY 2016 Water Operating Expenses



Budgeted FY 2017 expenses total approximately \$2.2 million. To project operating expenses, FY 2017 water budget line items were escalated using a 2.0% escalation rate. Exhibit 2.1.2 shows water budgeted O&M expenses for the base year (FY 2016) and FY 2017 and projected O&M expenses for the remaining four years (FY 2018 to FY 2021) of the planning period (with percent change from the previous year).

Exhibit 2.1.2 Projected Water Operating Expenses

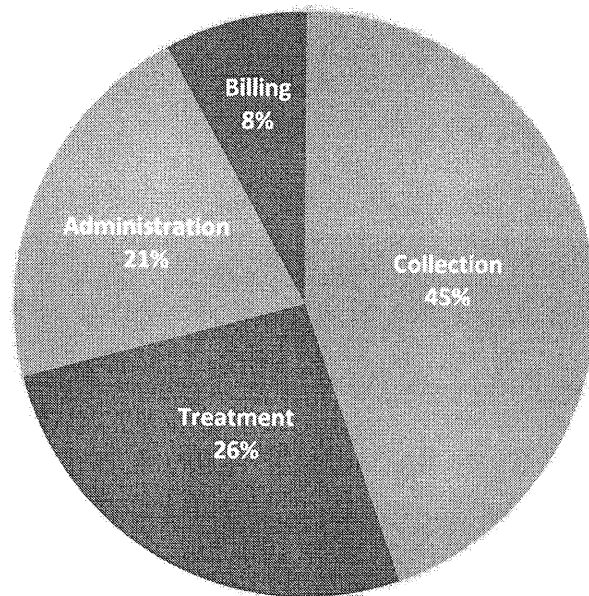


The day-to-day operating and maintenance expenses of the sewer system are grouped into the following categories:

- Collection
- Treatment
- Administration
- Billing

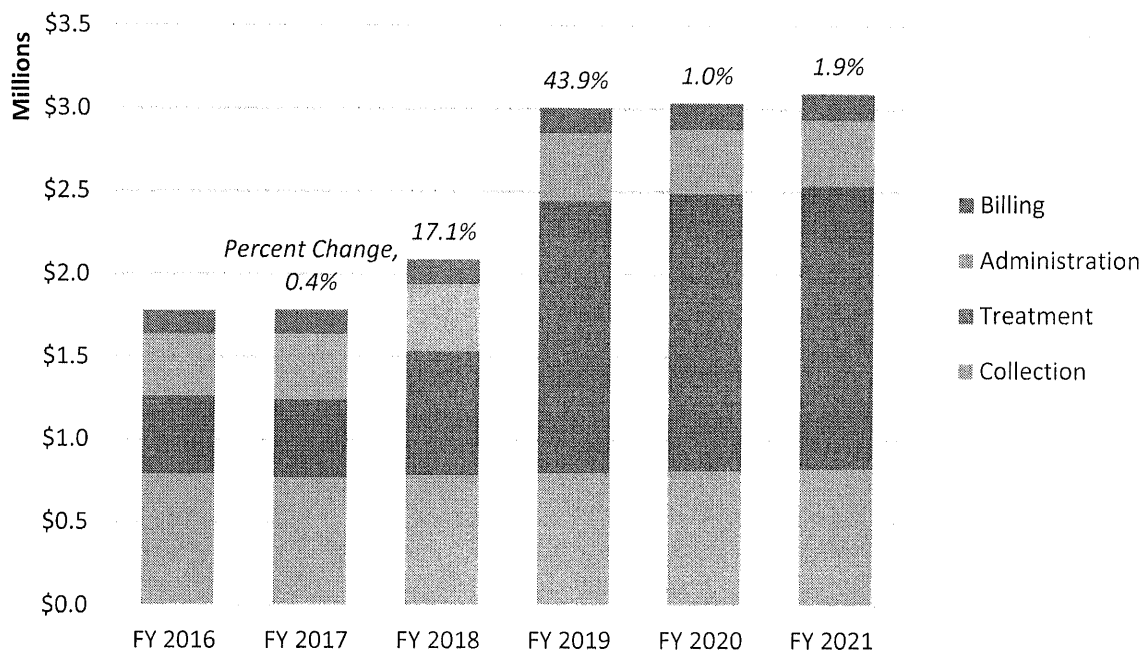
Budgeted FY 2016 expenses total approximately \$1.7 million. Exhibit 2.1.3 provides a breakdown by category (with percent of total budget) for FY 2016.

Exhibit 2.1.3 FY 2016 Sewer Operating Expenses



Budgeted FY 2017 expenses total just under \$1.7 million. To project operating expenses, FY 2017 sewer budget line items were escalated in the same manner as water expenses, with a 2.0% escalation rate. Operating expenses associated with the new advanced secondary wastewater treatment facility are expected to begin in FY 2018 and be fully implemented in FY 2019. Exhibit 2.1.4 shows sewer budgeted O&M expenses for the base year (FY 2016) and FY 2017 and projected O&M expenses for the remaining four years (FY 2018 to FY 2021) of the planning period (with percent change from the previous year).

Exhibit 2.1.4 Projected Sewer Operating Expenses



2.2 Capital Costs

The annualized capital costs related to providing water and sewer service are generally comprised of existing debt service and any anticipated capital projects, which may be funded via the issuance of debt (typically bonds, loans or similar financial instruments) or funded from cash (either reserves on hand or cash derived from operations).

2.2.1 Existing Debt Service

The Town issues bonds to fund capital projects to mitigate the financial burden on customers and the Town’s available fund balance by spreading the costs of long lived assets over several years. The Town is currently paying principal and interest payments on several debt instruments.

Exhibit 2.2.1 and Exhibit 2.2.2 provide a breakdown by project type of the Town’s existing principal and interest payments (with percent change from the previous year) for the base year and the first five years of the planning period (FY 2017 to FY 2021) for water and sewer, respectively.

Exhibit 2.2.1 Existing Water Debt Service by Project Type

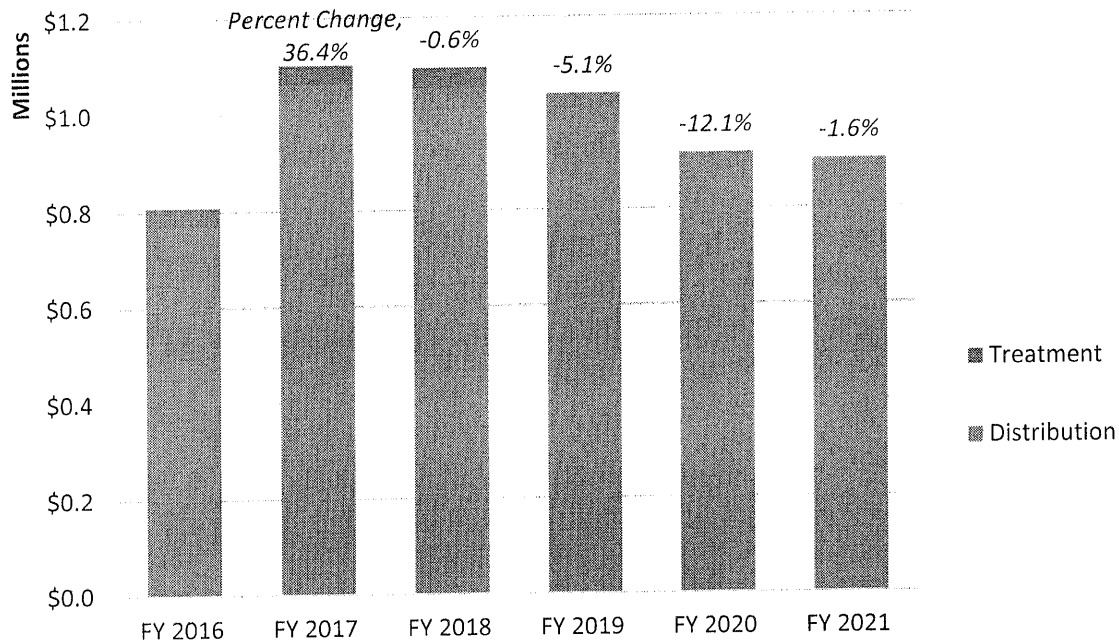
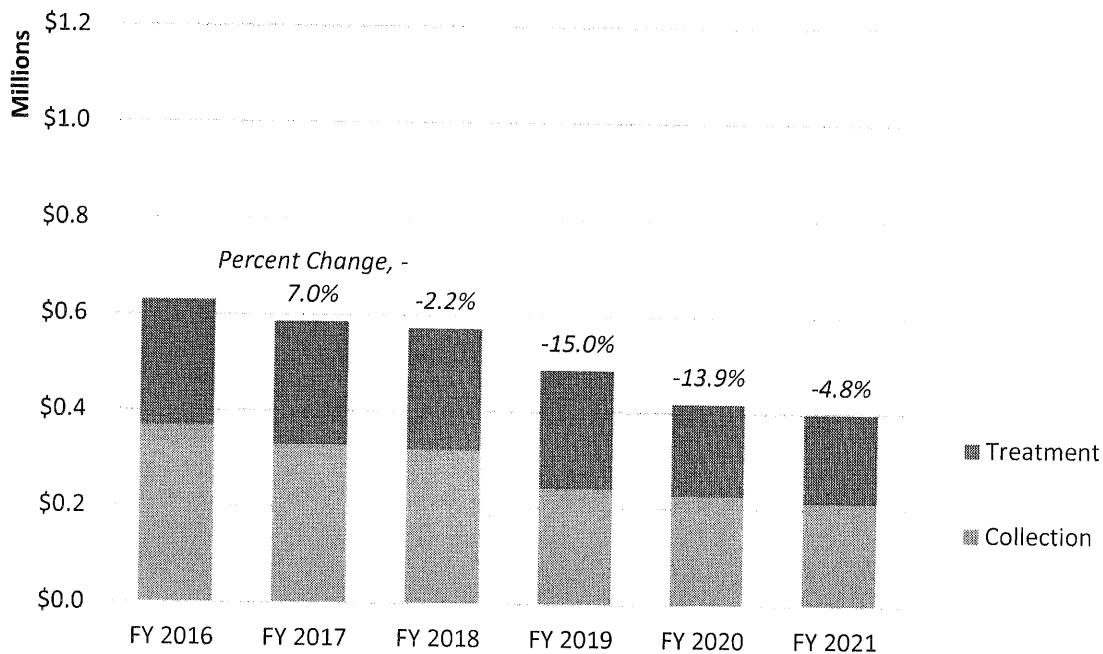


Exhibit 2.2.2 Existing Sewer Debt Service by Project Type



2.2.2 Planned Capital Improvement Projects

The Town’s capital improvement program (CIP) includes seven water projects and six sewer projects totaling an estimated \$70.5 million over the five-year period from FY 2017 to FY 2021. Of this total, \$53.6 million is for the engineering and construction of the advanced secondary wastewater treatment facility and main pump station upgrade. Exhibit 2.2.3 and Exhibit 2.2.4 provide a breakdown of CIP spending (excluding the wastewater treatment facility project which would greatly skew the y-axis) by funding source (with percent change from the previous year) for the first five years of the planning period for water and sewer, respectively.

Exhibit 2.2.3 Planned Water CIP Projects by Funding Source

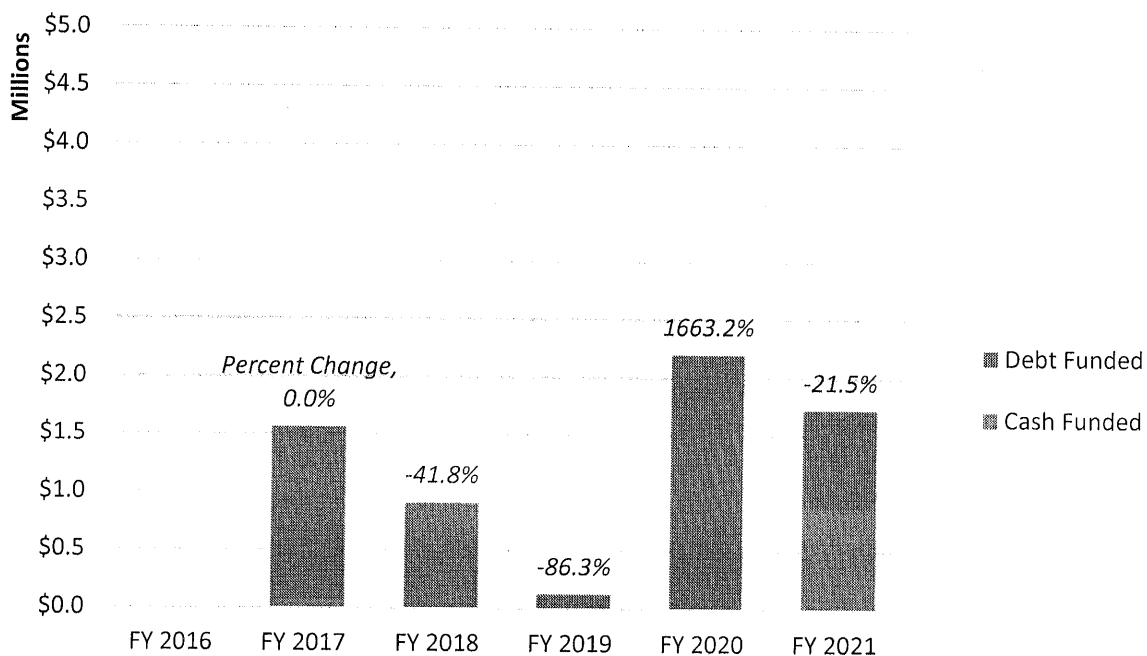
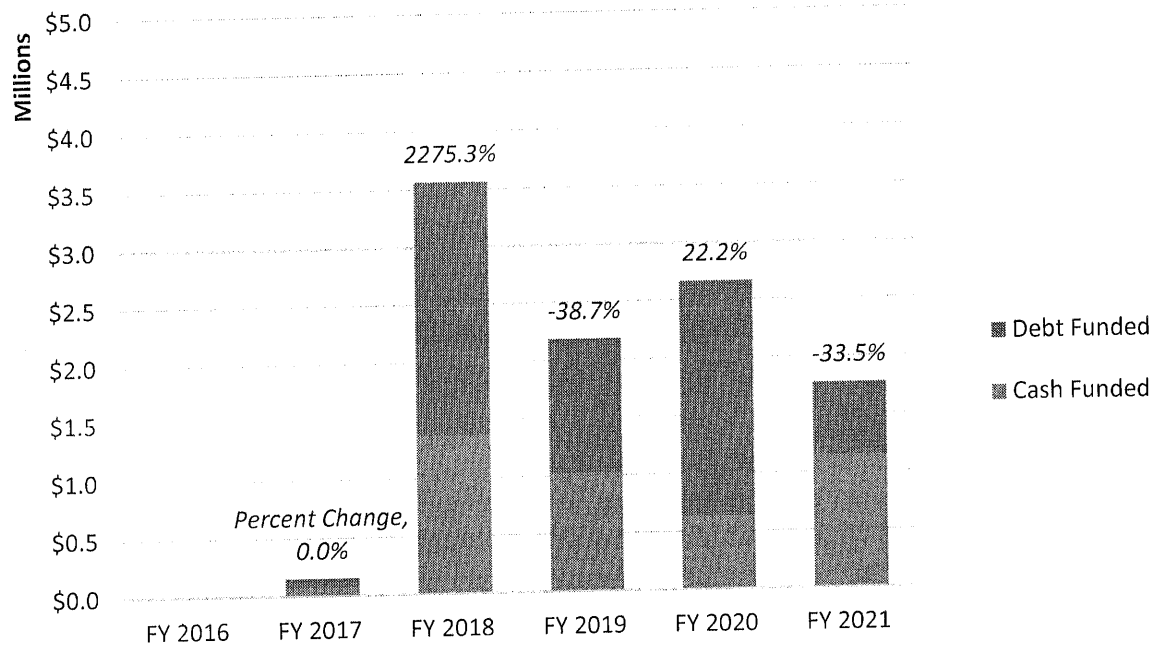


Exhibit 2.2.4 Planned Sewer CIP Projects by Funding Source



2.2.3 Vehicle Replacement

The Water and Sewer Divisions currently have a shared fleet of nine vehicles (trucks with utility bodies, pickup trucks and sedans) and seven pieces of heavy and special equipment. Over the next five years (FY 2017 to FY 2021) as they exceed their useful lives, the Town plans on replacing seven of the vehicles and three of the pieces of equipment. Exhibit 2.2.5 and Exhibit 2.2.6 provide a breakdown by vehicle type of the planned vehicle replacement (with percent change from the previous year) for the base year and the first five years of the planning period (FY 2017 to FY 2021) for water and sewer, respectively.

Exhibit 2.2.5 Planned Water Vehicle Replacement by Vehicle Type

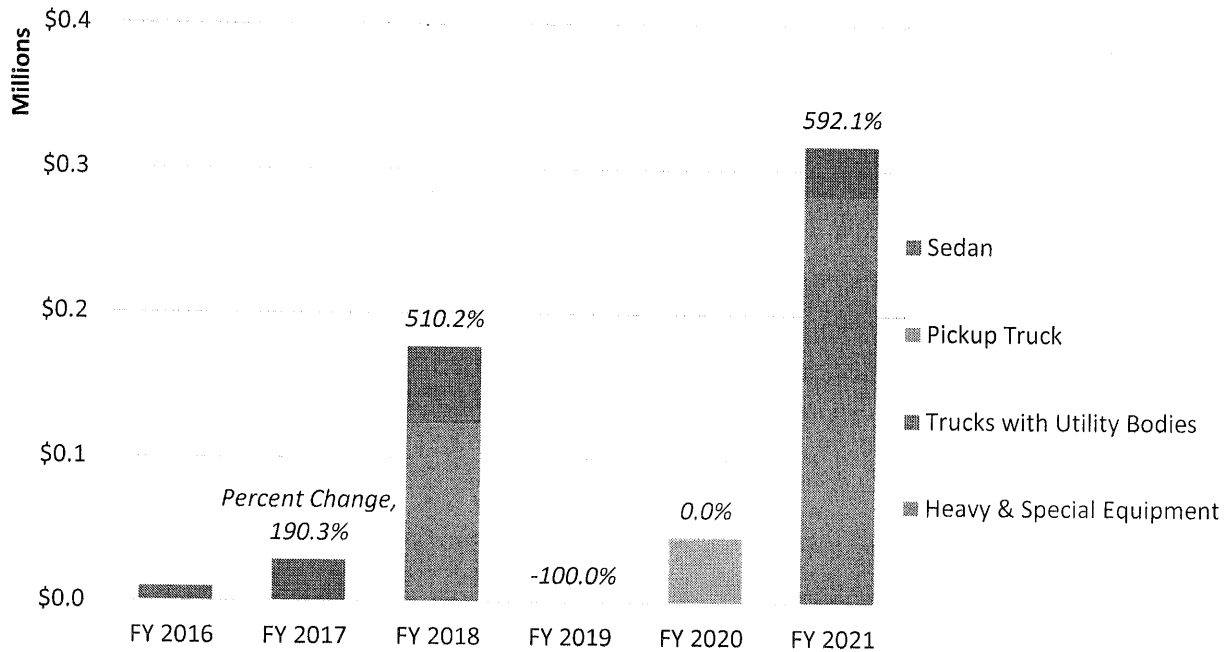
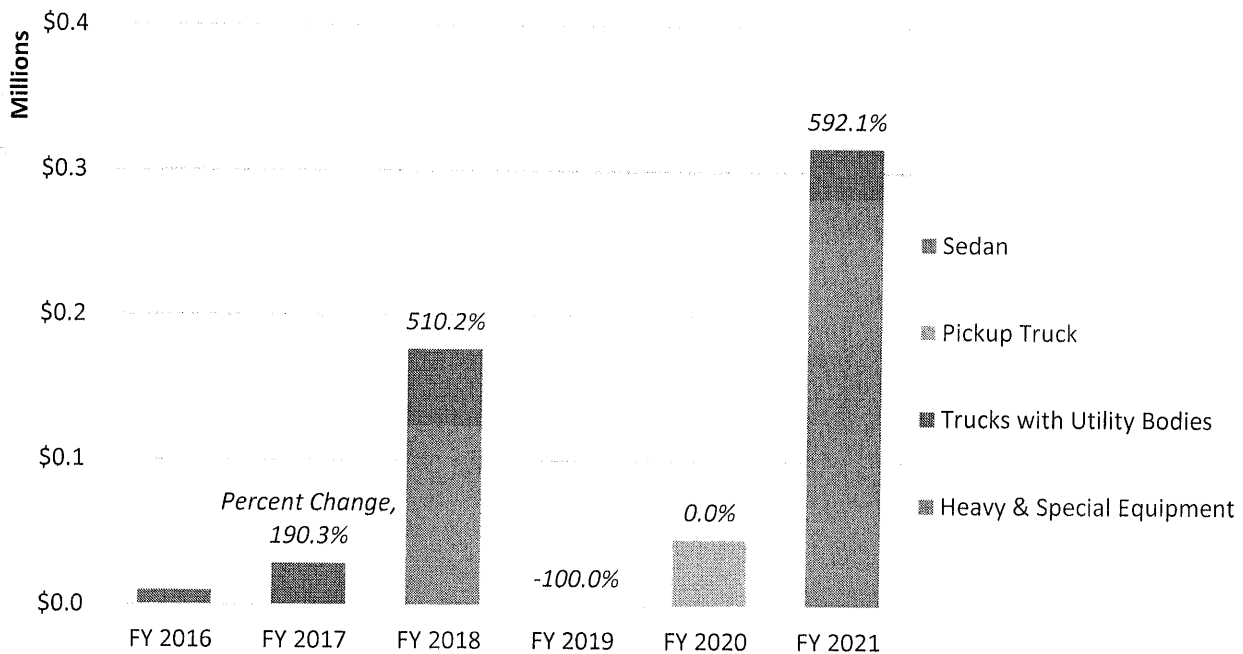


Exhibit 2.2.6 Planned Sewer Vehicle Replacement by Vehicle Type



2.2.4 Projected Debt Service

The capital projects anticipated to be debt funded over the next five years are indicated in Exhibit 2.2.3 and Exhibit 2.2.4. The debt issuances for these projects are assumed to have an interest rate of 3.0%, maturity of 20 years and contingency and issuance expense of 1.5%. In addition to these projects, the advanced secondary wastewater treatment facility and main pump station upgrade is anticipated to be debt funded through a loan from the New Hampshire Department of Environmental Services (DES) with

an interest rate of 2.0%, maturity of 20 years (with anticipated issuance in FY 2019) and principal forgiveness of 5.0%. Payment for each issuance is assumed to begin the year after issuance. Exhibit 2.2.7 and Exhibit 2.2.8 provide a breakdown of the principal and interest payments resulting from these debt issuances (with percent change from the previous year) for the first five years of the planning period for water and sewer, respectively. Sewer projected debt payments increase significantly in FY 2020 due to the expected payments of the wastewater treatment.

Exhibit 2.2.7 Projected Water Debt Payments

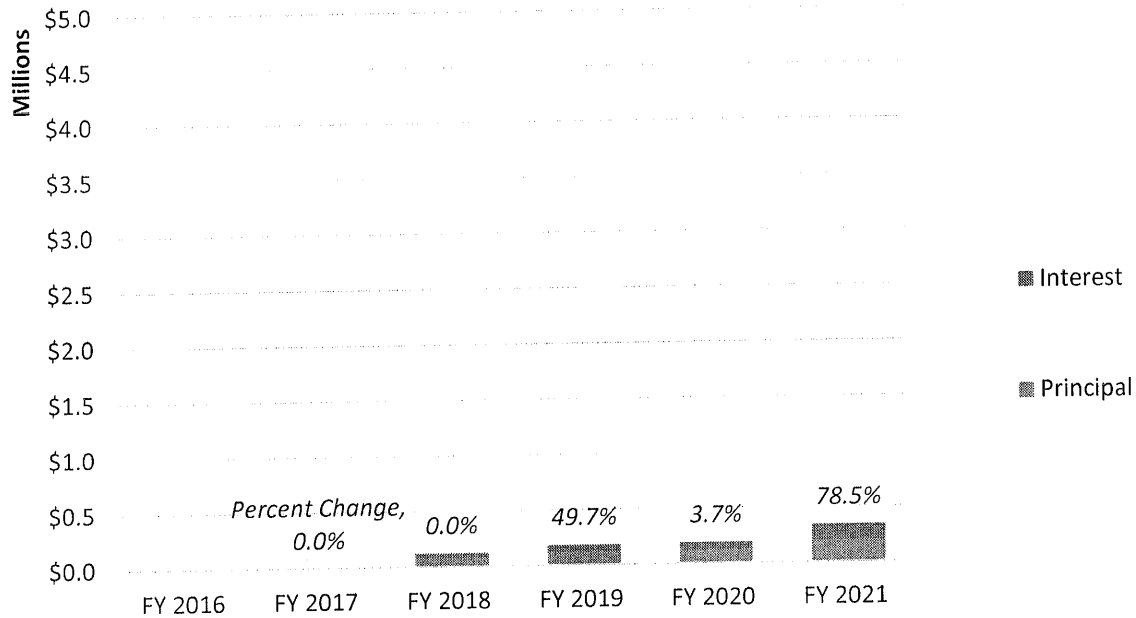
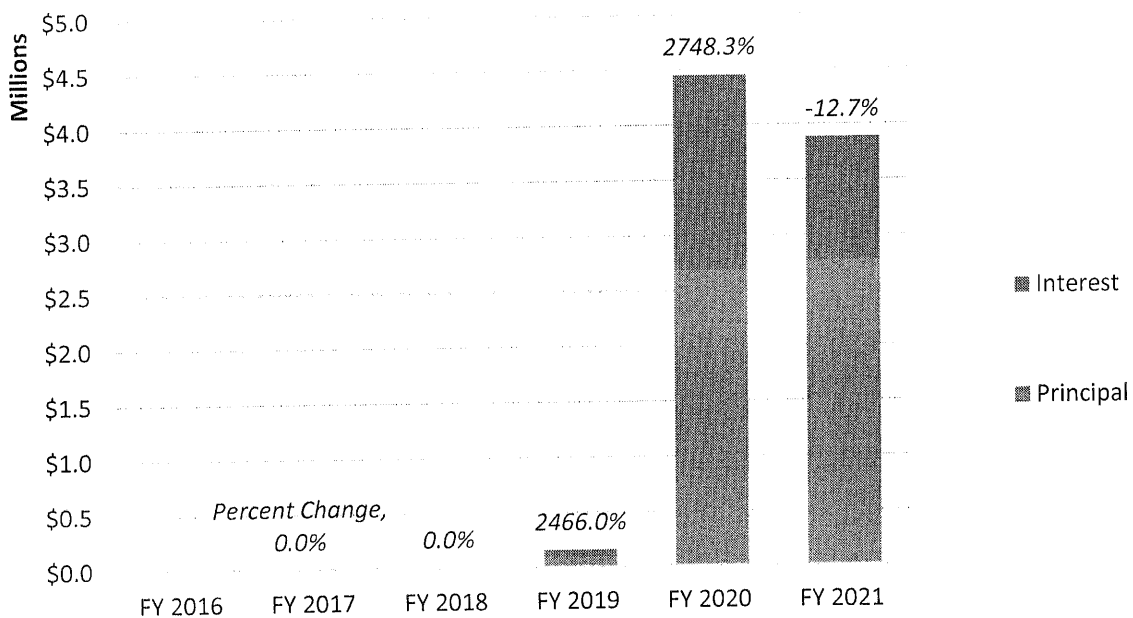


Exhibit 2.2.8 Projected Sewer Debt Payments



2.3 Revenue Requirements

The total annual cost of operating the Town’s water and sewer systems (the gross revenue requirements) includes operating and maintenance expenses and current and future capital costs. The sum of these costs, less any miscellaneous revenues (assessment fees, backflow fees, hydrant maintenance fees, interest charges, grants and other “non-rate” revenues), is the amount that needs to be recovered from user rates (referred to as the net revenue requirement).

Exhibit 2.3.1 and Exhibit 2.3.2 show the revenue requirements (with percent change from the previous year) for the base year and the first five years of the planning period for water and sewer, respectively.

Exhibit 2.3.1 Water Revenue Requirements

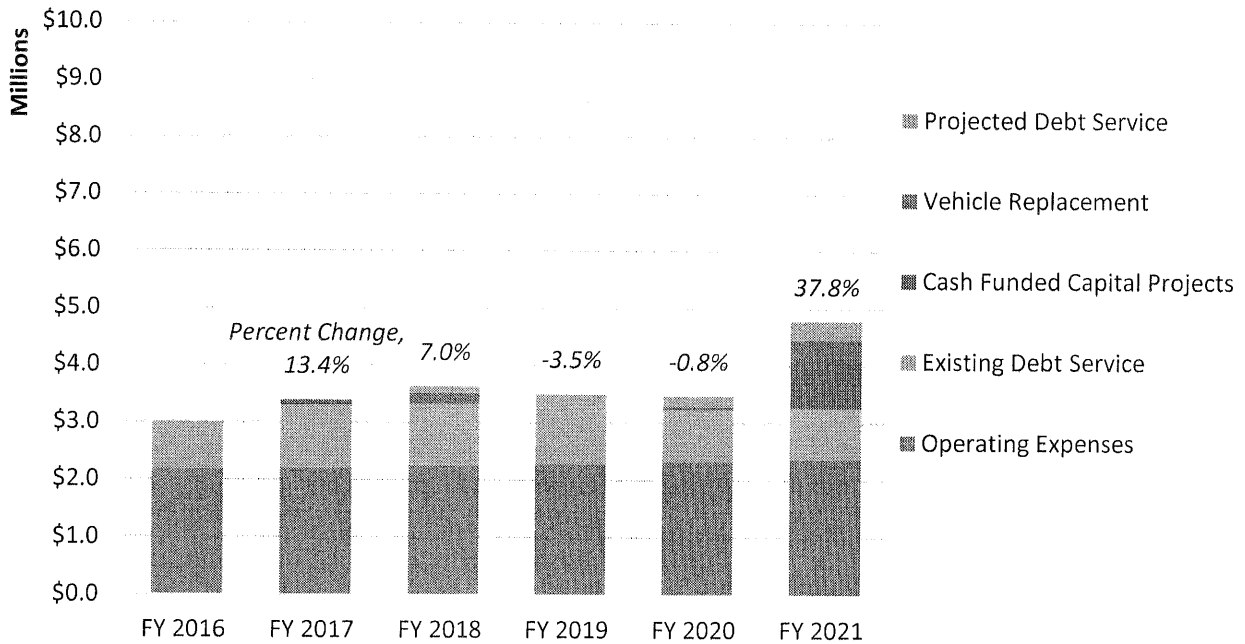
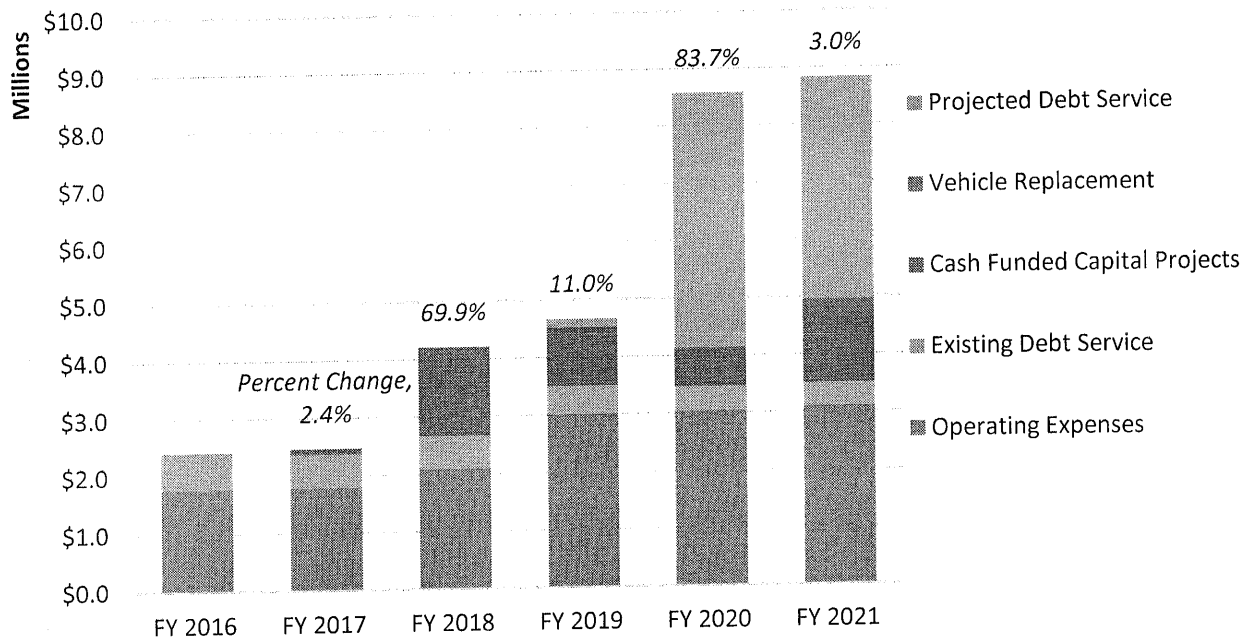


Exhibit 2.3.2 Sewer Revenue Requirements



3. CUSTOMERS AND USAGE

This section provides a summary of water and sewer customer accounts and water usage/sewage generation.

3.1 Customer Account Summary

The Town currently provides water service to just under 3,600 customers and sewer service to just under 3,400 customers. Exhibit 3.1.1 provides a breakdown of current (FY 2016) quarterly water and sewer customers by meter size.

Exhibit 3.1.1 FY 2016 Customers by Meter Size

Meter Size (inches)	Water	% of Total	Sewer	% of Total
5/8	3,268	91.4%	3,113	91.7%
1	125	3.5%	105	3.1%
1 1/2	78	2.2%	74	2.2%
2	92	2.6%	91	2.7%
3	11	0.3%	11	0.3%
4	2	0.1%	2	0.1%
Total	3,576	100.0%	3,396	100.0%
Flat Rate			60	

As Exeter’s service area is fairly built out, no growth in customers is anticipated over the planning period.

3.2 Usage Summary

Customers are currently charged water and sewer rates based on their metered water usage (billed quarterly in 1,000 gallon units) as they move through three usage tiers. Exhibit 3.2.1 provides a breakdown of current (FY 2016) annual billed water usage/sewage generation (in 1,000 gallons) by usage tier.

Exhibit 3.2.1 FY 2016 Water Usage/Sewage Generation by Tier

Tier	Quarterly Usage (Gallons)	Water	% of Total	Sewer	% of Total
Tier 1	0 - 29,999	176,036	54.7%	171,063	50.9%
Tier 2	30,000 - 194,999	89,885	27.9%	88,026	26.2%
Tier 3	Over 194,999	55,912	17.4%	76,659	22.8%
Total		321,832	100.0%	335,747	100.0%

Like customer accounts, current water and sewer usage has been constant over the planning period.

4. FINANCIAL PLAN AND PROPOSED RATES

4.1 Total Revenue Projections at Current Rates

In Section 2, the projected costs (revenue requirements) of the system were presented and, in Section 3, projected customers and water usage/sewage generation were presented. In this section, we use those projections to determine an appropriate financial plan and set water and sewer rates for the next five years.

The adequacy of revenues from current rates was evaluated in order to determine if existing rates are sufficient to recover the revenue requirements. Exhibit 4.1.1 and Exhibit 4.1.2 compare the revenue requirements (with percent change from the previous year) with total revenue projections at current rates for the base year and the first five years of the planning period for water and sewer, respectively.

Exhibit 4.1.1 Water Revenue Requirements and Revenue at Current Rates

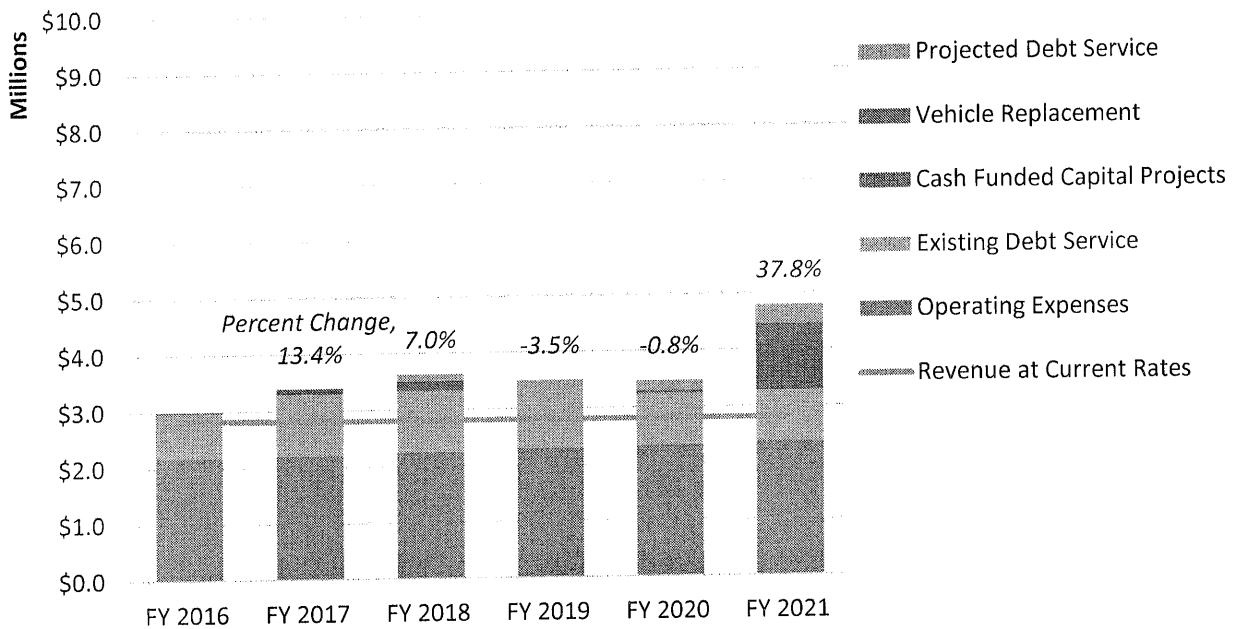


Exhibit 4.1.2 Sewer Revenue Requirements and Revenue at Current Rates

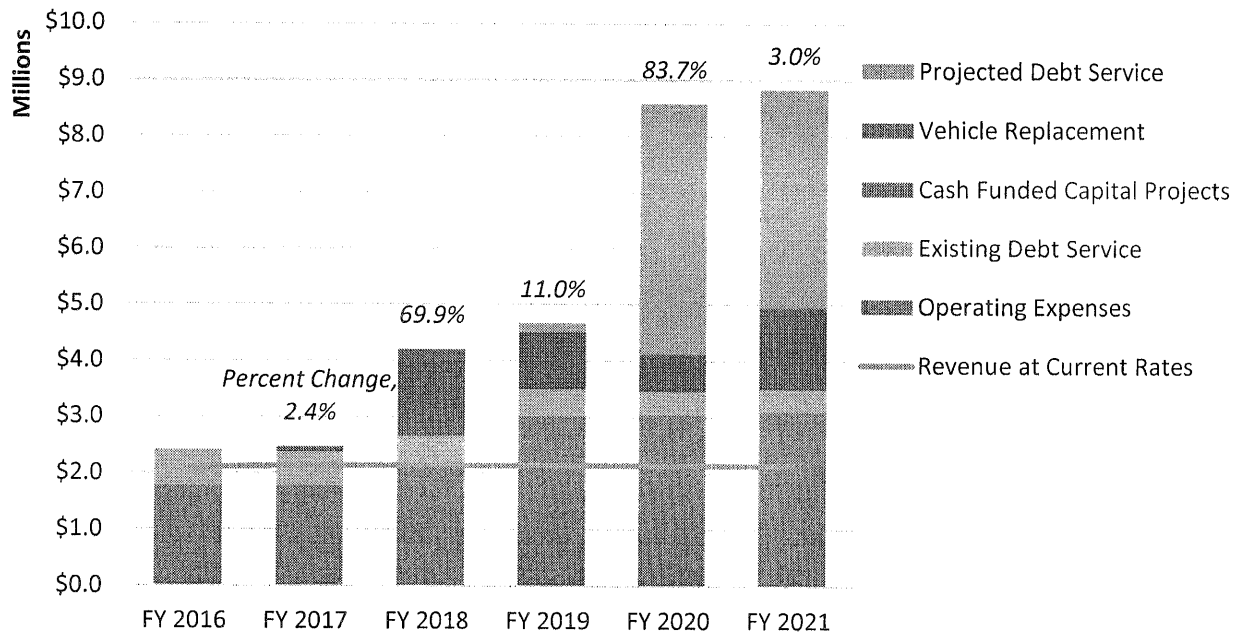


Exhibit 4.1.1 and Exhibit 4.1.2 demonstrates that revenue collected at current rates is insufficient to cover the revenue requirements for FY 2016 through FY 2021. Current water and sewer rates, do not and would continue not to generate sufficient revenue to fund the revenue requirements over the planning period.

4.2 Total Revenue Projections at Proposed Rates

In order to maintain the financial health of the Town’s water and sewer operations over the first five years of the planning period, revenue needs to be increased. In addition to covering the revenue requirements, revenue must also be sufficient to satisfy the performance indicator of 90 days operating cash on hand outlined in Section 1.4. Current water and sewer rates, if left in place, are projected to generate insufficient revenue to fund the revenue requirements for FY 2017 through FY 2021 as well as meet the 90 days operating cash on hand requirement.

To address these shortfalls, we propose the use of the current cash balance as well as adjusting rates on a multi-year basis. Use of cash and a multi-year approach will help mitigate rate increases over the planning period as well as result in smaller rate increases being implemented in the first years of the planning period, helping to alleviate some of the financial burden for the Town’s customers. Additionally, this approach will allow for proper planning and adjustment by customers and the Town.

Exhibit 4.2.1 and Exhibit 4.2.2 compare the revenue requirements (with percent change from the previous year) with total revenue projections at current rates as well as total revenue projections at proposed rates for the base year and the first five years of the planning period for water and sewer, respectively.

Exhibit 4.2.1 Water Revenue Requirements, Revenue at Current Rates and Revenue at Proposed Rates

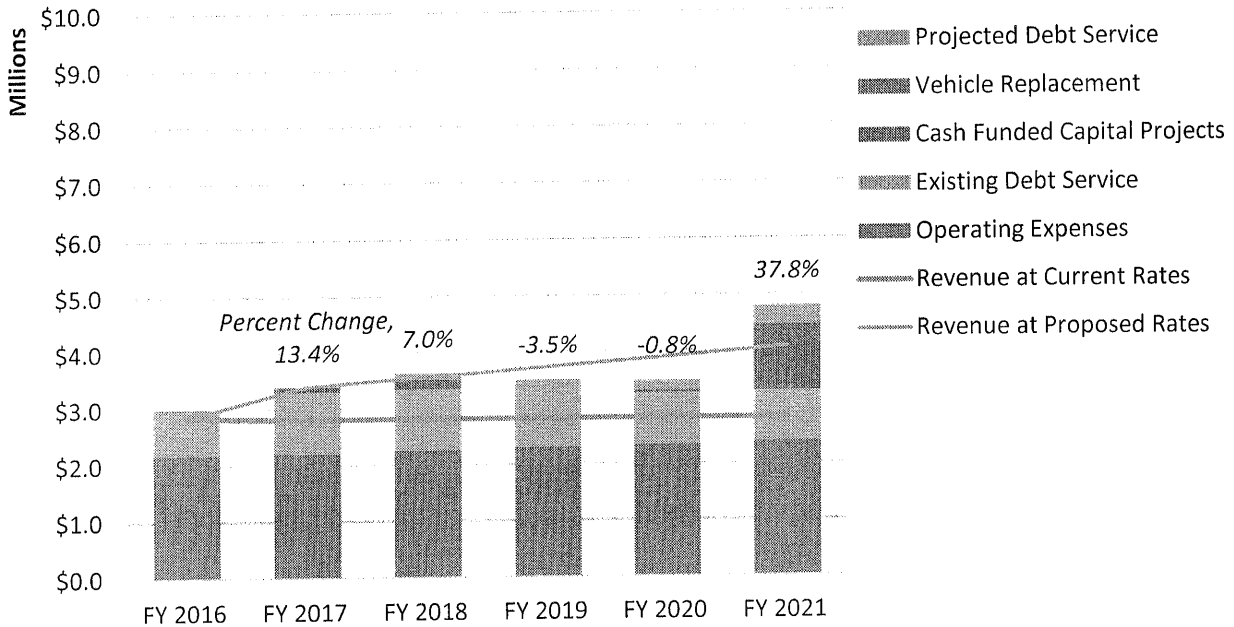
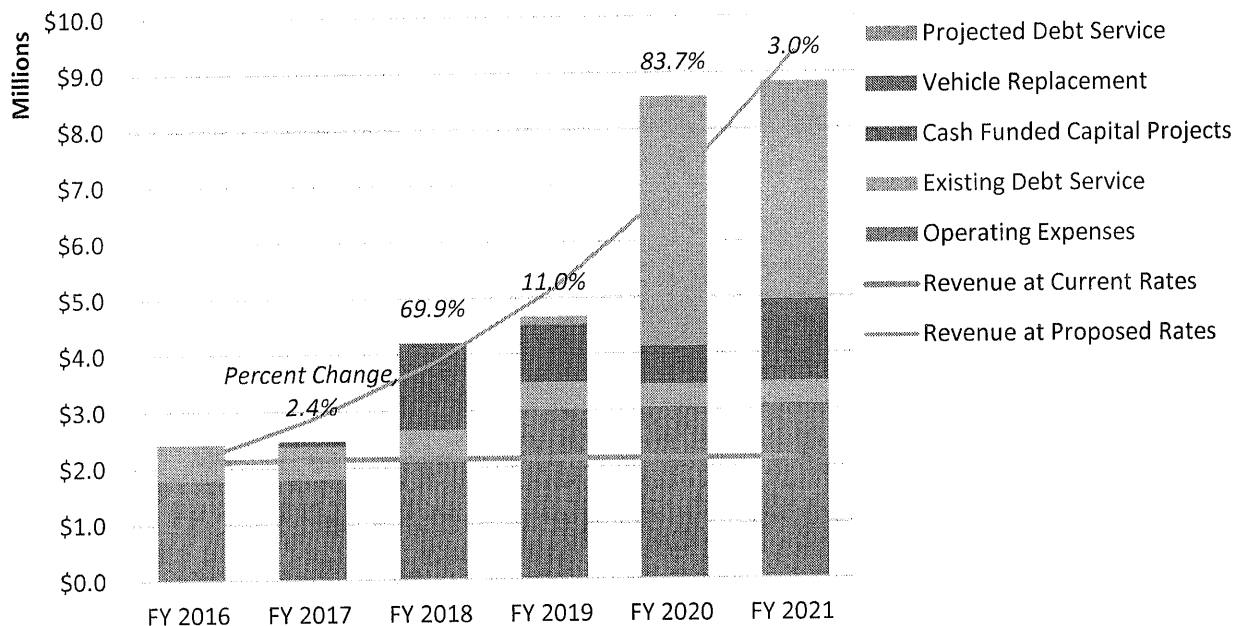


Exhibit 4.2.2 Sewer Revenue Requirements, Revenue at Current Rates and Revenue at Proposed Rates



The line in Exhibit 4.2.1 and Exhibit 4.2.2 representing the revenue at proposed rates demonstrates the amount of revenue needed to cover the revenue requirements as well as meet the 90 days operating cash on hand by the end of FY 2021 for each the water and sewer funds.

4.3 Current Rate Design

The Town’s current water and sewer rate designs consist of a quarterly service charge per bill and three inclining usage tier rates charged per 1,000 gallons. Exhibit 4.3.1 shows the current water and sewer rates. Flat fee sewer customers are charged the service charge plus 10,800 gallons of usage per quarter (120 gallons per day x 90 days).

Exhibit 4.3.1 Current Water and Sewer Rates

	Water	Sewer
Quarterly Service Charge (per bill)	\$28.00	\$28.00
Usage Rates (per 1,000 gallons)		
Tier 1 (0 - 29,999 gallons)	\$6.86	\$4.44
Tier 2 (30,000 - 194,999 gallons)	\$7.45	\$5.23
Tier 3 (Over 194,999 gallons)	\$8.00	\$5.62
Flat Fee Sewer Customers (per bill)		\$75.95

4.4 Pricing Goals and Objectives

To recommend an alternative rate design, it is necessary to determine the principal pricing goals and objectives of the design. Based on our experience, there are several common goals and objectives related to the pricing of water service. The most common considerations are shown in Exhibit 4.4.1.

Exhibit 4.4.1 Rate Design Pricing Objectives and Modification Considerations

Objective	Rate Design Modification Considerations
Cost of Service Recovery - Ensure that the cost of providing the service is recovered	<ul style="list-style-type: none"> Setting rates and fees to fully recover cost of providing service Setting rates to ensure financial metrics are met
Minimizing Customer Impact - Limit bill increases	<ul style="list-style-type: none"> Limiting the one-time changes to the rate design Phasing in increases
Equity - Costs are allocated to customers based on cost causation	<ul style="list-style-type: none"> Adjusting rates to match cost of service
Revenue Stability - Limit changes in annual revenues from rates and fees	<ul style="list-style-type: none"> Increase the fixed portion of revenues Limit revenues that are dependent on increasing customer consumption
Affordability - Customer bills are affordable to low income households	<ul style="list-style-type: none"> Providing a rate design that provides a discount for those who present a financial need
Rate Stability - Limit the annual changes in rates and resulting customer bills	<ul style="list-style-type: none"> Limit or phase in changes to rate design Conservatively set rates
Ease of Understanding - Rate design is understandable and not overly complex	<ul style="list-style-type: none"> Limit changes to rate design Use of effective nomenclature for rates and fees

Objective	Rate Design Modification Considerations
Economic Development - Foster and maintain economic development	<ul style="list-style-type: none"> Minimize bill impacts to commercial and industrial customers
Ease of Implementation - Minimize administrative burden of implementing rate design	<ul style="list-style-type: none"> Limit changes to rate design

Each of the pricing goals and objectives were viewed in light of the Town’s overall strategies. While all of the objectives mentioned above are important, there were several objectives that were identified as being priorities for the study:

- *Cost of Service Recovery* – The rate design must provide the revenues needed to operate the system, provide for capital needs and meet the financial targets for long-term financial health and stability.
- *Minimizing Customer Impact* – The direct impact to Town customers should be minimized, realizing that customer retention (both residential and non-residential) and continued usage is critical for the continued health and stability of the water and sewer system.
- *Ease of Understanding and Ease of Implementation* – The rate design should be easily understood by all customers as well as easy to implement and administer for administration and staff.

4.5 Projected Rates

In addition to projecting rates under the current design (see Section 4.3), an alternative rate design was developed for each water and sewer to meet pricing goals and objectives of the Town. Both the current and alternative rate designs collect the same amount of revenue (i.e., revenue neutral) as discussed in Section 4.2 so that rates can be compared on an apples-to-apples basis. The following two rate designs were developed (changes from the current design to the alternative design are highlighted in green):

- Current Rate Design
 - Quarterly water and sewer service charges per bill
 - Three inclining usage tier rates for water and sewer:
 - 0 – 29,999 gallons
 - 30,000 – 194,999 gallons
 - Over 194,999 gallons
 - Quarterly flat fee sewer customers charged the service charge plus 10,800 gallons of usage per quarter (120 gallons per day x 90 days)
- Alternative Rate Design
 - Quarterly water and sewer service charges per bill
 - Three inclining usage tier rates for water and sewer:
 - 0 – 21,000 gallons
 - 21,0001 – 105,000 gallons
 - Over 105,000 gallons

- Quarterly flat fee sewer customers charged the service charge plus 10,800 gallons of usage per quarter (120 gallons per day x 90 days)

Each rate design is described in further detail below.

4.5.1 Current Rate Design

As mentioned in Section 4.3, the Town’s current water and sewer rate designs consist of a quarterly service charge per bill and three inclining usage tier rates charged per 1,000 gallons. The projected water rates are shown in Exhibit 4.5.1, and the projected sewer rates are shown in Exhibit 4.5.2 for the first five years of the planning period.

Exhibit 4.5.1 Projected Water Rates – Current Design

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$34.00	\$36.00	\$37.50	\$39.00	\$41.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 29,999 gallons)	\$6.86	\$8.37	\$8.76	\$9.17	\$9.61	\$10.06
Tier 2 (30,000 - 194,999 gallons)	\$7.45	\$9.09	\$9.51	\$9.96	\$10.44	\$10.93
Tier 3 (Over 194,999 gallons)	\$8.00	\$9.76	\$10.22	\$10.69	\$11.21	\$11.73

Exhibit 4.5.2 Projected Sewer Rates – Current Design

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$37.00	\$50.50	\$68.00	\$92.00	\$124.50
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 29,999 gallons)	\$4.44	\$6.03	\$8.15	\$11.02	\$14.90	\$20.14
Tier 2 (30,000 - 194,999 gallons)	\$5.23	\$7.10	\$9.60	\$12.98	\$17.55	\$23.72
Tier 3 (Over 194,999 gallons)	\$5.62	\$7.63	\$10.32	\$13.95	\$18.86	\$25.49
Flat Fee Sewer Customers (per bill)	\$75.95	\$102.12	\$138.52	\$187.02	\$252.92	\$342.01

4.5.2 Alternative Rate Design

The alternative rate design maintains the design of the current rate design but calculates the water and sewer service charges so they recover their individual Administration and Billing operating cost categories and slightly changes the cumulative quarterly usage included within each tier so that a conservation pricing signal is better communicated to customers (which is typically the goal of an inclining block design). The water usage tiers for the alternative are as follows:

- Tier 1 – 0 to 21,000 gallons
- Tier 2 – 21,001 to 105,000 gallons
- Tier 3 – Over 105,000 gallons

Tier 1 includes the lowest 50% of cumulative quarterly usage and includes captures the median quarterly usage (10,600 gallons) in the tier. Tier 2 includes the next 25% of cumulative usage. This allows typical customers (most residential and small to mid-size non-residential customers) plenty of leeway to stay in the first two tiers as they capture 75% of all usage. Tier 3 includes the highest 25% of usage (representing large residential and non-residential customers).

The second and third tier rates have been set to be multiples of the first tier rate as follows:

- Tier 2 Rate = 1.25 times the Tier 1 rate
- Tier 3 Rate = 1.50 times the Tier 1 rate

The usage tiers also have been revised so that the tier limits include usage up to the next 1,000 gallons as opposed to the next 1,000 gallons being included in the next tier. For example, Tier 1 of the alternative design goes to 21,000 gallons as opposed to 20,999 as it would if following the current design. This method is more common and allows customers who use exactly 21,000 gallons to not have to pay the Tier 2 rate for 1 gallon of water usage.

The quarterly flat fee that sewer customers are charged remains the same as the current design as the 10,800 gallons of usage per quarter (120 gallons per day x 90 days) that is currently charged is reasonable as it is just above the calculated quarterly median usage for a 5/8 inch customer (10,600 gallons).

The projected water rates are shown in Exhibit 4.5.3, and the projected sewer rates are shown in Exhibit 4.5.4 for the first five years of the planning period.

Exhibit 4.5.3 Projected Quarterly Water Rates – Alternative Design

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$39.50	\$40.50	\$41.50	\$42.00	\$43.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 21,000 gallons)	\$6.86	\$7.19	\$7.57	\$7.96	\$8.38	\$8.82
Tier 2 (21,001 - 105,000 gallons)	\$6.86/\$7.45	\$8.99	\$9.46	\$9.95	\$10.48	\$11.03
Tier 3 (Over 105,000 gallons)	\$7.45/\$8.00	\$10.79	\$11.36	\$11.94	\$12.57	\$13.23

Exhibit 4.5.4 Projected Quarterly Sewer Rates – Alternative Design

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$39.00	\$40.00	\$41.00	\$41.00	\$41.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 21,000 gallons)	\$4.44	\$5.44	\$7.79	\$10.98	\$15.38	\$21.24
Tier 2 (21,001 - 105,000 gallons)	\$4.44/\$5.23	\$6.80	\$9.74	\$13.73	\$19.23	\$26.55
Tier 3 (Over 105,000 gallons)	\$5.23/\$5.62	\$8.16	\$11.69	\$16.47	\$23.07	\$31.86
Flat Fee Sewer Customers (per bill)	\$75.95	\$97.75	\$124.13	\$159.58	\$207.10	\$270.39

4.6 Recommended Water and Sewer Rates

Based on discussion with Town staff and the Water & Sewer Advisory Committee about their rate setting goals and objectives and the information provided in Section 4.5, MFSG recommends that the Town adopt the alternative rate design for water and sewer for several reasons:

- The water and sewer service charges are calculated so they recover their individual Administration and Billing operating cost categories
- The usage tiers more evenly allocate usage and mitigate the bill impact on smaller customers
- The usage tiers better communicate to customers the conservation pricing signal

- The 10,800 gallons of usage per quarter (120 gallons per day x 90 days) that is currently charged to flat fee sewer customers is reasonable as it is just above the calculated quarterly median usage for a 5/8 inch customer (10,600 gallons)

Exhibit 4.6.1 and Exhibit 4.6.2 show the recommended rates for the first five years of the planning period for water and sewer, respectively.

Exhibit 4.6.1 Recommended Quarterly Water Rates

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$39.50	\$40.50	\$41.50	\$42.00	\$43.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 21,000 gallons)	\$6.86	\$7.19	\$7.57	\$7.96	\$8.38	\$8.82
Tier 2 (21,001 - 105,000 gallons)	\$6.86/\$7.45	\$8.99	\$9.46	\$9.95	\$10.48	\$11.03
Tier 3 (Over 105,000 gallons)	\$7.45/\$8.00	\$10.79	\$11.36	\$11.94	\$12.57	\$13.23

Exhibit 4.6.2 Recommended Quarterly Sewer Rates

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$39.00	\$40.00	\$41.00	\$41.00	\$41.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 21,000 gallons)	\$4.44	\$5.44	\$7.79	\$10.98	\$15.38	\$21.24
Tier 2 (21,001 - 105,000 gallons)	\$4.44/\$5.23	\$6.80	\$9.74	\$13.73	\$19.23	\$26.55
Tier 3 (Over 105,000 gallons)	\$5.23/\$5.62	\$8.16	\$11.69	\$16.47	\$23.07	\$31.86
Flat Fee Sewer Customers (per bill)	\$75.95	\$97.75	\$124.13	\$159.58	\$207.10	\$270.39

5. CUSTOMER BILL IMPACTS

5.1 Sample Bills

Exhibit 5.1.1 provides a comparison of combined water and sewer sample quarterly bills with current and alternative/recommended rates for the typical customer of each meter size. The exhibit compares bills calculated with current rates (current bills), with projected rates under the current rate design and with projected rates under the alternative/recommended rate design. The exhibit also shows the number of customers by meter size.

Exhibit 5.1.1 Quarterly Sample Bills (Median Usage by Meter Size)

Meter Size (inches)	Number of Customers	Median Quarterly Usage (gallons)	Current Rates FY 2016	Current Rate Design FY 2017	Alternative Rate Design FY 2017
5/8	3,268	10,600	\$175.78	\$223.64	\$212.38
1	125	35,300	\$462.21	\$588.81	\$569.53
1 1/2	78	86,100	\$1,106.35	\$1,411.26	\$1,371.66
2	92	147,000	\$1,878.56	\$2,397.23	\$2,465.99
3	11	512,900	\$6,817.00	\$8,702.63	\$9,399.80
4	2	693,800	\$9,280.86	\$11,848.48	\$12,827.85

Exhibit 5.1.2 provides a comparison of combined water and sewer sample quarterly bills with current and recommended rates for various 5/8 inch meter size customers. The exhibit compares bills calculated with current rates (current bills), with projected rates under the current rate design and with projected rates under the alternative/recommended rate design. The exhibit also shows the number of customers between percentiles. For example, for the small user, the number of customers shown is those who use above 3,600 gallons up to 6,600 gallons per quarter (for this reason, the number of customers who use more than 24,100 gallons is not shown).

Exhibit 5.1.2 Quarterly Sample Bills (5/8 Inch Meter Size)

User (Percentile)	Number of Customers between Percentiles	Median Quarterly Usage (gallons)	Current Rates FY 2016	Current Rate Design FY 2017	Alternative Rate Design FY 2017
Minimal User (10th)	337	3,600	\$96.68	\$122.84	\$123.97
Small User (25th)	490	6,600	\$130.58	\$166.04	\$161.86
Median (50th)	814	10,600	\$175.78	\$223.64	\$212.38
Large User (75th)	813	15,900	\$235.67	\$299.96	\$279.32
Excessive User (90th)	488	24,100	\$328.33	\$418.04	\$392.68

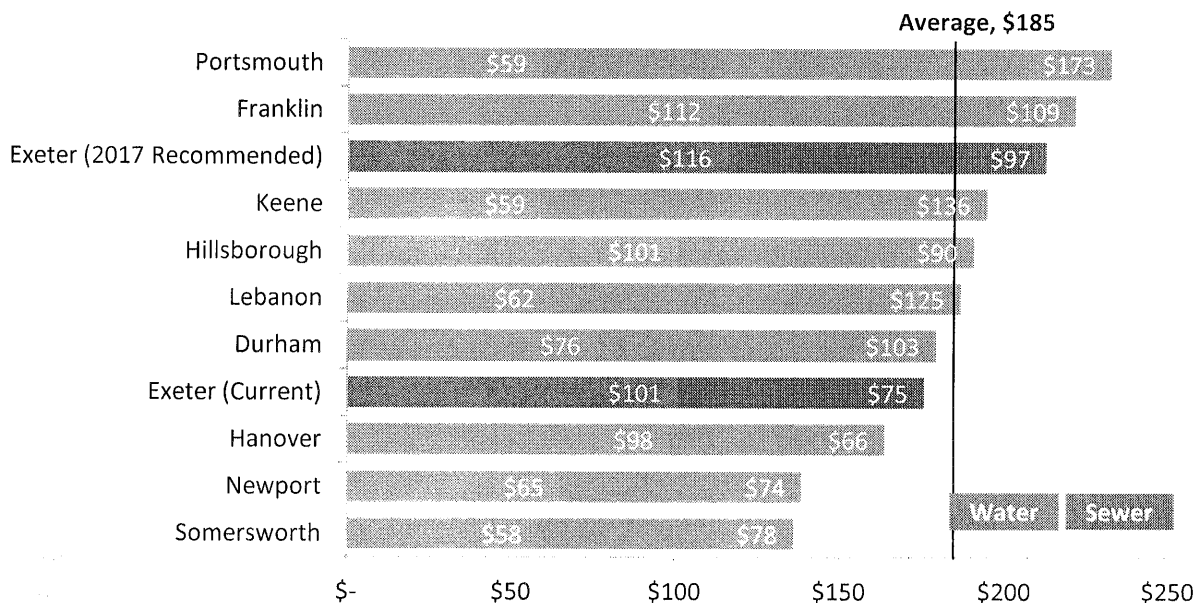
5.2 Quarterly Bill Comparison

It can be useful for the Town to compare sample bills of various utilities to a bill calculated using the Town's current and recommended rates. A comparison has been made between the Town and nine other communities in New Hampshire (which were selected after discussion with the Town).

Exhibit 5.2.1 provides a comparison of a total water and sewer quarterly bill for a customer with less than a 1 inch meter and consumption of 10,600 gallons (Exeter average). It is important to note that the

sample bills for the other municipalities are calculated using current rates (FY 2016) and do not reflect potential increases in rates in FY 2017 as this information is not available at this time. As a result, the comparisons show proposed FY 2017 sample bills for the Town compared with FY 2016 bills for the comparison municipalities.

Exhibit 5.2.1 Example Quarterly Water & Sewer Bill – Median Customer (5/8” Meter; 10,600 gallons)



6. FINDINGS, CONCLUSIONS AND RECOMMENDATIONS

The following findings, conclusions and recommendations were developed during the course of the study.

6.1 Findings

The following findings were developed during the course of the study:

- Revenues collected at current rates are insufficient to cover the water and sewer revenue requirements for FY 2017 through FY 2021. As shown in the exhibits below, current water and sewer rates, if left in place, would not generate sufficient revenue to fund the revenue requirements.

Exhibit 6.1.1 Water Revenue Requirements and Revenue at Current Rates

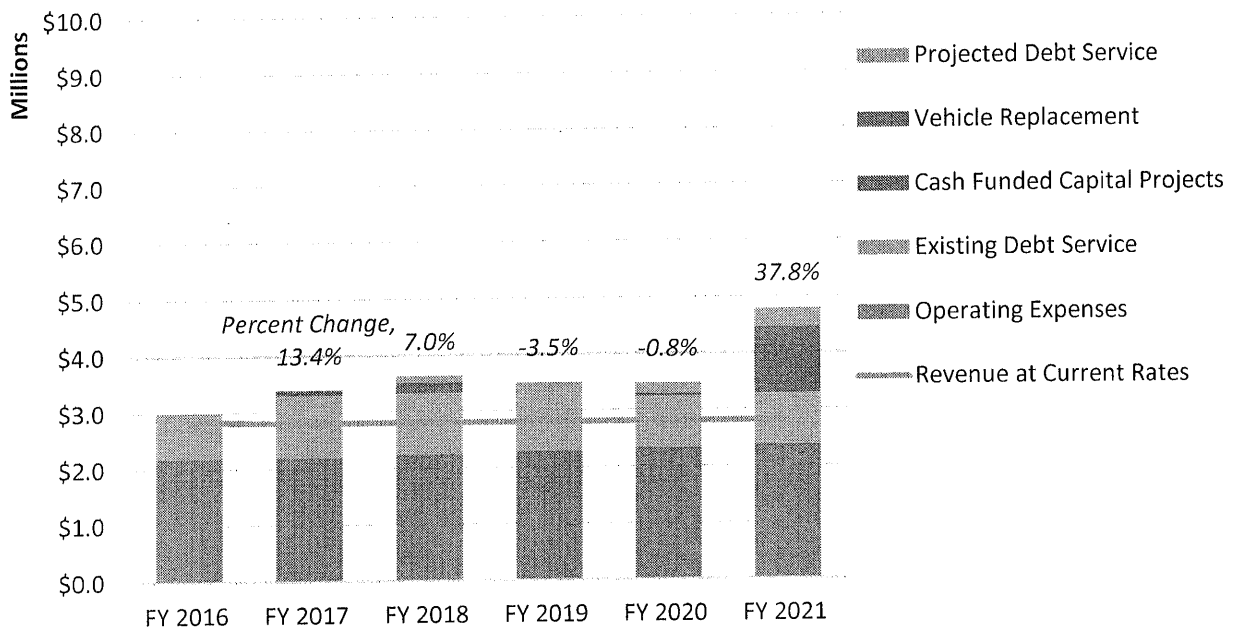
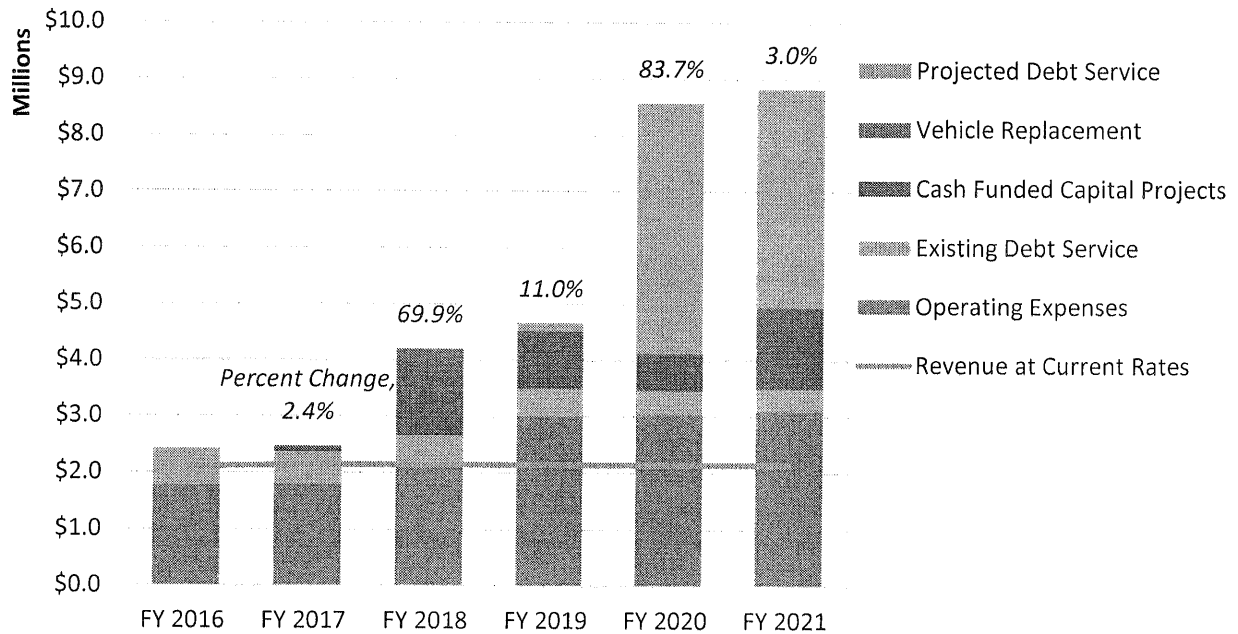


Exhibit 6.1.2 Sewer Revenue Requirements and Revenue at Current Rates



6.2 Conclusions

Based on our findings, the following conclusions were drawn:

- The Town needs to increase water and sewer rates over the first five years of the planning period to keep revenues in line with expenses, to fund the required operating and capital costs identified and to meet the performance indicator requirements.
- The Town should implement required rate increases through a multi-year financial plan. This will allow the Town to smooth rate increases over the planning period (as shown by the revenue at proposed rates in the exhibit below) and mitigate customer rate shock while meeting its cash requirements.

Exhibit 6.2.1 Water Revenue Requirements, Revenue at Current Rates and Revenue at Proposed Rates

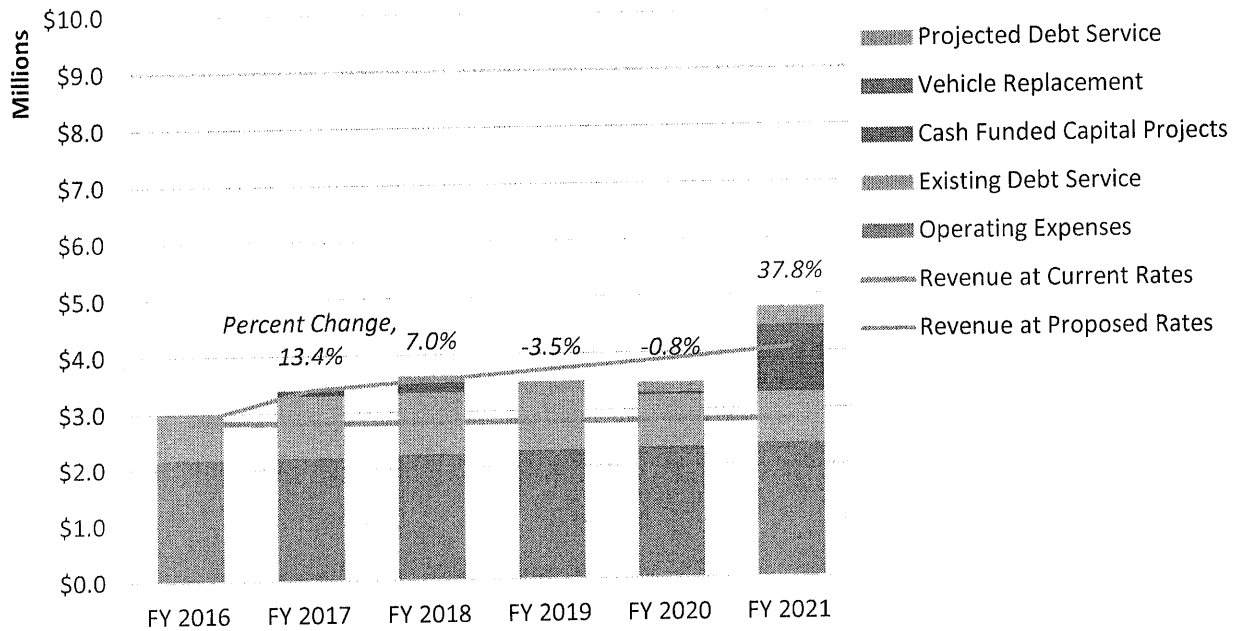
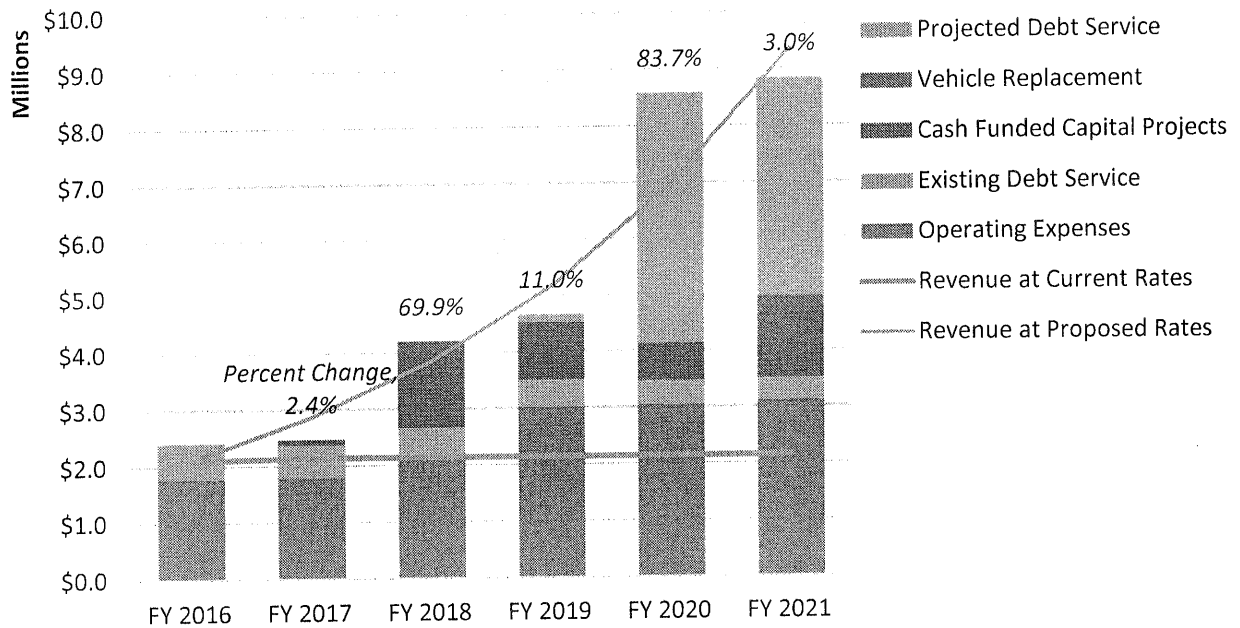


Exhibit 6.2.2 Sewer Revenue Requirements, Revenue at Current Rates and Revenue at Proposed Rates



6.3 Recommendations

Based on our conclusions, the following recommendations were made:

- Adopt the following recommended quarterly water and sewer rates for the next five years.

Exhibit 6.3.1 Recommended Quarterly Water Rates

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$39.50	\$40.50	\$41.50	\$42.00	\$43.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 21,000 gallons)	\$6.86	\$7.19	\$7.57	\$7.96	\$8.38	\$8.82
Tier 2 (21,001 - 105,000 gallons)	\$6.86/\$7.45	\$8.99	\$9.46	\$9.95	\$10.48	\$11.03
Tier 3 (Over 105,000 gallons)	\$7.45/\$8.00	\$10.79	\$11.36	\$11.94	\$12.57	\$13.23

Exhibit 6.3.2 Recommended Quarterly Sewer Rates

	Current	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Quarterly Service Charge (per bill)	\$28.00	\$39.00	\$40.00	\$41.00	\$41.00	\$41.00
Usage Rates (per 1,000 gallons)						
Tier 1 (0 - 21,000 gallons)	\$4.44	\$5.44	\$7.79	\$10.98	\$15.38	\$21.24
Tier 2 (21,001 - 105,000 gallons)	\$4.44/\$5.23	\$6.80	\$9.74	\$13.73	\$19.23	\$26.55
Tier 3 (Over 105,000 gallons)	\$5.23/\$5.62	\$8.16	\$11.69	\$16.47	\$23.07	\$31.86
Flat Fee Sewer Customers (per bill)	\$75.95	\$97.75	\$124.13	\$159.58	\$207.10	\$270.39

- Review rates and charges on an annual basis and revise as needed. Consider a full cost of service study for all rates and charges every five years. While it is recommended to adopt rates and charges for five years so they do not have to be revisited and voted on every year by the Board, it is financially prudent to review expenses and revenues annually to ensure actual values are relatively in line with those projected.

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager
RE: Cell Tower Lease
DATE: November 28th, 2016

At the 2016 annual town meeting, voters granted authority for the Board of Selectmen to lease town property as follows:

Article 22 – Long Term Lease Town Owned Property

To see if the Town will authorize the Board of Selectmen to negotiate and enter into a long term lease of up to 99 years on Town owned land described as Tax Map 100 Lot 4, for the purpose of installing a cellular tower on the property, a portion of which will benefit the Town of Exeter communications systems.

The article was passed by voters 1581-397, or 79.9% in favor.

Since this article's passage, we have worked with Varsity Wireless on a proposal that meet the goals of the article. As the Board is aware, complaints about service reception in this area have been plentiful and this lease would alleviate those issues, so cell users in the area would enjoy much better reception. In addition, the proposed agreement addresses important public safety communications issues to meet the goals of those departments.



October 31, 2016

Board of Selectman
Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Board Members:

Varsity Wireless, LLC (“Varsity”), a leading developer of wireless telecommunications infrastructure working in conjunction with every major telecommunications provider in New Hampshire and the other New England states, has been working with the Town of Exeter for almost two years, seeking to lease a portion of town owned land located off of Kingston Road known as Tax Assessor Map 100, Lot 4, on which to develop a wireless telecommunications facility. Varsity is pleased to provide you this summary of our proposed agreement that outlines the general terms of the contemplated transaction:

- LEASED PREMISES:** 4800 square foot portion of the Site plus an access and utility easement from the site to the nearest public street as shown on the attached Exhibit A
- OPTION PAYMENT:** \$1000.00
- TERM OF OPTION:** One Twenty-Four month option
- TERM OF LEASE:** Five (5) years
- RENEWAL OPTIONS:** nine (9) additional consecutive terms of five (5) years each
- LUMP SUM PAYMENT:** \$75,000 payment due at Rent Commencement
- RENT:** \$1,500.00 per month, beginning on the fifth anniversary of the Rent Commencement Date
- ESCALATION:** Rent will increase 15% every five years.
- REVENUE SHARE:** In addition to the monthly Rent, Lessee shall pay to Lessor, beginning with the second and subsequent FCC licensed broadband wireless carrier sub-lessee that the facility, an amount equal to fifteen percent (15%) of the rent collected by Lessee from said sub-lessee.
- SPACE ON THE TOWER:** Lessor will be provided its reasonable requirements for space on the tower and within the compound at no charge for the installation of its emergency services communication equipment, subject to the execution of Varsity’s standard form tower use agreement.



Board of Selectman
October 31, 2016
Page 2

Please note that these lease terms are substantially better than Varsity typically pays to private landowners for similar sites in southern New Hampshire, and is also better than lease terms offered by Varsity and others in a recent public RFP bid solicited by the Town of Hampstead:

Bid 1: \$1200/3% escalation with 10% revenue share

Bid 2: \$1500/3% escalation with 20% revenue share

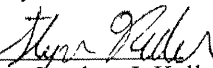
Bid 3: \$1250/3% escalation with 25% revenue share and 30k towards a generator

Bid 4: \$1500/3% escalation with \$400 per subtenant and 25k towards equipment

Although lease and other business terms negotiated between Varsity and private landowners are proprietary and non-public, we are agreeable to meeting with the Board of Selectman, in a closed door session, to provide rental information regarding some of our other locations on private property in the southern New Hampshire area in order for the Board to become comfortable with the proposed financial terms.

We look forward to meeting with you soon to discuss this proposal and to finalizing a transaction with the Town of Exeter.

Sincerely,
Varsity Wireless, LLC

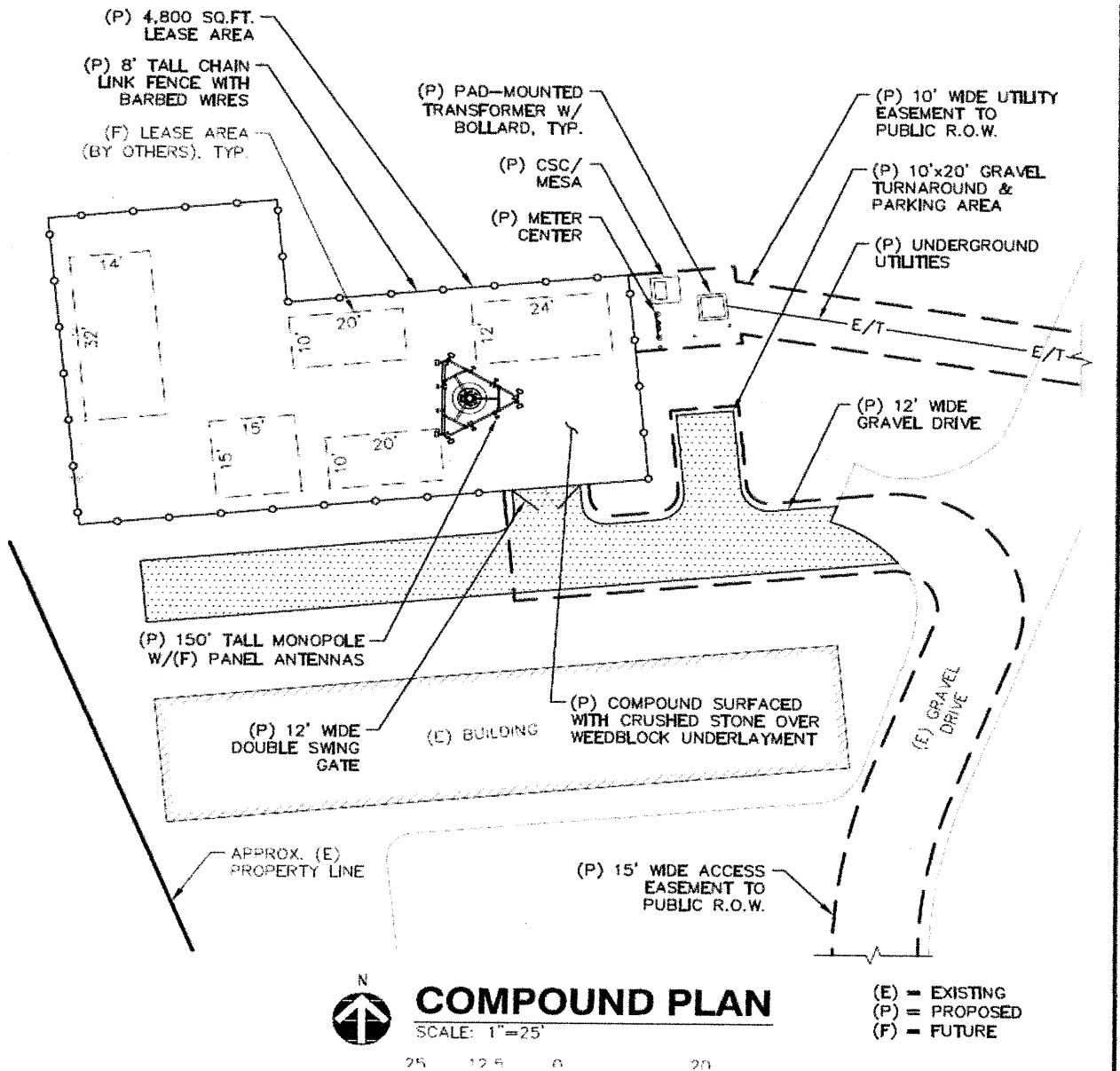
By: 
Name: Stephen J. Kelleher
Title: Director of Development



Board of Selectman
 October 31, 2016
 Page 3

EXHIBIT A

PROPOSED LEASE AREA



OPTION AND GROUND LEASE AGREEMENT

THIS OPTION AND GROUND LEASE AGREEMENT ("Agreement") is made and entered into as of this _____ day of _____, 2016, by and among TOWN OF EXETER, a municipal corporation ("LESSOR"); and **Varsity Wireless, LLC**, a Delaware limited liability company ("LESSEE").

Recitals

WHEREAS, LESSOR is the owner of the following described property located at Kingston Road, Tax Assessor's Parcel ID 100-004-0000, Exeter, NH 03833 being the property more specifically described on Exhibit A attached hereto (the "Property"); and

WHEREAS, LESSEE desires to lease certain ground space on the Property for the construction of LESSEE's equipment, building(s) and tower for the purpose of constructing, owning, operating and maintaining a wireless communications facility for LESSEE's use and that of its subtenants, licensees and customers; and

WHEREAS, LESSOR understands and accepts that LESSEE's primary business is the leasing, subleasing and licensing to third parties of its wireless communications facilities, space on the tower and ground including the wireless communications facility, tower and building(s) to be constructed on the Property.

Agreement

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants and promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, LESSOR and LESSEE agree as follows.

1. Option to Lease. (a) In consideration of the payment of One Thousand and 00/100 Dollars (\$1,000.00) (the "Option Fee") by LESSEE to LESSOR, LESSOR hereby grants to LESSEE an option to lease the use of a portion of Property on the terms and conditions set forth herein below (the "Option"). The Option shall be for a term of twenty four (24) months, commencing upon the date of mutual execution of this Agreement (the "Option Period"). In the event that notwithstanding LESSEE's diligent efforts all of the permits and approvals necessary for LESSEE's construction and use of the Premises have not been issued but LESSEE has applied for permits under the Town's Zoning Ordinance then LESSEE may, with written notification to the LESSOR prior to the expiration of the Option Period, extend the Option for the amount of additional time necessary to acquire such permits and approvals (the "Extended Option Period").

(b) During the Option Period and any Extended Option Period, and during the term of this Agreement, LESSOR agrees to cooperate with LESSEE in obtaining, at LESSEE's expense, all licenses and permits or authorizations required for LESSEE's use of the Leased Premises (as defined in Section 2 below) from all applicable government and/or regulatory entities (the "Government Approvals"), including appointing LESSEE as agent for all special or conditional use permit, variance and building permit applications, and LESSOR agrees to cooperate with and to allow LESSEE, at no cost to LESSOR, to obtain a title report, zoning approvals, including variances, special conditional use permits and building permits, enter into subleases, licenses or other agreements with prospective sub-lessees, licensees, customers or other third part users of the Leased Premises, perform surveys, soils tests, and other engineering procedures or environmental investigations on, under and over the Property, necessary to determine that LESSEE's use of the Leased Premises will be compatible with the LESSEE's engineering specifications, permitted use, system design, operations and Government Approvals. LESSOR shall promptly execute such documents as requested by LESSEE to apply for permits for the use of the Property or to obtain other Governmental Approvals.

(c) During the Option Period and any Extended Option Period, LESSEE may exercise the Option by so notifying LESSOR in writing.

2. Premises. Subject to the following terms and conditions, upon LESSEE's exercise of the Option pursuant to Section 1(c) LESSOR shall lease to LESSEE and LESSEE shall lease from LESSOR certain ground space located on the

Property sufficient for the construction, operation and maintenance of LESSEE's Telecommunications Facilities (as defined below in Section 8) together with all necessary easements for access, egress and utilities, as generally described and depicted in attached Exhibit B (collectively referred to hereinafter as the "Leased Premises"). The Leased Premises is comprised of an area approximately 4,800 square feet of ground space, excluding any square footage for the related access and utility easements.

3. Permitted Use. (a) The Leased Premises may be used by LESSEE for, among other things, construction, operation, maintenance, repair and/or replacement of its wireless infrastructure and communications equipment including towers, buildings, pads, antennae, electronic equipment, cabinets, cables, wiring, utilities, conduits, air conditioning equipment, generators and other appurtenances as it may from time to time require (collectively the "Telecommunications Facilities") for its own use and/or to sub-lease or license to subtenants, licensees and customers to install communications equipment for the transmission and reception of radio communication signals and related activities.

(b) LESSEE shall obtain, at LESSEE's expense, all Governmental Approvals and may (prior to or after the Commencement Date) obtain a title report, perform RF engineering studies and such other reports as deemed necessary by LESSEE pertaining to the Property, necessary to determine that LESSEE's use of the Leased Premises will be compatible with LESSEE's engineering specifications, system design, operations and Governmental Approvals. LESSOR agrees to cooperate with LESSEE, at LESSEE's sole cost and expense, when requested, to allow LESSEE to file such applications, letters and/or documents for zoning and/or building permits for LESSEE's use of the Leased Premises as well as to allow LESSEE to perform such studies and/or procedures or to undertake any other steps necessary to obtain any Governmental Approvals. LESSOR shall promptly execute such documents as requested by LESSEE to apply for permits for the use of the Property or to obtain other Governmental Approvals. Furthermore, LESSOR hereby authorizes LESSEE as its agent with respect to signing any zoning or building permit applications with respect to LESSEE's use of the Property. LESSOR shall not commit any action or omission that would adversely affect the status of the Leased Premises with respect to the proposed use thereof by LESSEE.

(c) If necessary, LESSEE has the right immediately to terminate this Agreement if LESSEE notifies LESSOR of unacceptable results of any such studies, reports, and/or Governmental Approvals prior to LESSEE's construction of the Telecommunications Facilities.

4. Term. The initial term of this Agreement ("Initial Term") shall be five (5) years, beginning on the date of the exercise of the Option by LESSEE ("Commencement Date"), and terminating five (5) years thereafter. LESSEE shall have the right to extend this Agreement for nine (9) additional five (5) year renewal terms ("Renewal Term"). Such renewals shall be automatically exercised except in the event LESSEE sends written notice to LESSOR of its intent not to renew this Agreement at least thirty (30) days prior to the end of the Initial Term, or prior to the end of any then-applicable Renewal Term. In the event this Agreement is so extended, all terms and conditions of the Agreement will continue for each said Renewal Term and such Renewal Term(s) shall be deemed part of the Term.

5. Rent. (a) For the Initial Term, the LESSEE shall pay LESSOR as rent ("Rent") a one-time lump sum payment of Seventy-Five Thousand and 00/100 Dollars (\$75,000.00) (the "Initial Term Rent"). The Initial Term Rent shall be due and payable on the first day of the first calendar month that follows the completion of the Telecommunications Facilities, including the connection of power and telco utility services to the Telecommunications Facilities. Commencing on the first day of the first Renewal Term (as defined in Section 4 above) and on the first day of each month thereafter unless terminated pursuant to the term of this agreement, LESSEE shall pay as rent an amount equal to One Thousand Five Hundred and 00/100 Dollars (\$1,500.00) per month ("Renewal Term Rent"), and commencing on the first anniversary of the Renewal Term and each anniversary thereafter, the monthly Renewal Term Rent will increase by two percent (2%) over the monthly Renewal Term Rent paid during the preceding year.

(b) **Additional Rent.** In addition to the monthly Rent as provided in subsection (a) above, LESSEE shall pay to LESSOR as Additional Rent, beginning with the second and subsequent FCC licensed broadband wireless carrier Sub-Lessee that enters into a sub-lease or agreement with LESSEE and installs its equipment on the Telecommunications Facility, and amount equal to fifteen percent (15%) of the gross revenue actually collected and received by LESSEE ("Additional Rent"), it being understood that LESSEE, at all times, shall be entitled to have two FCC licensed broadband wireless carrier Sub-Lessee or user of the Telecommunications Facility at no additional charge. LESSEE's Additional

Rent payment to LESSOR shall be due the following month after receipt of same. Monies collected by LESSEE from Sub-Lessee's for utility installation and fees, structural upgrades to the tower, or other reimbursable costs and expenses and actual pass through costs shall be excluded for purposes of calculating the Additional Rent. Additional Rent for any fractional month at the beginning or at the end of the Term or Renewal Term shall be prorated.

(c) During the Term of this Agreement, LESSEE shall permit LESSOR to use the ground and tower space to install and operate its communications equipment at the Telecommunication Facilities; provided that LESSOR executes LESSEE's standard lease agreement, which shall contain the specific terms and conditions for LESSOR's use of the Facility, and LESSOR's use of the Facility and relocation of LESSOR's communications equipment, if necessary. LESSEE shall not require the payment of monthly rent for LESSOR's use of the Telecommunications Facilities. LESSOR shall be responsible for all other costs associated with said use of the Telecommunications Facilities including but not limited to the purchase and installation of its communications equipment, and all expenses for insurance, maintenance, repair, taxes and utilities for its operation.

7. Interference of Rights. Except as provided in this Agreement (including without limitation the non-interference provisions of this Section 7), LESSEE shall not use the Leased Premises in any way that interferes with the use of the Property by LESSOR or its third party lessees or licensees with rights in the Property prior in time to LESSEE's. Similarly LESSOR shall not use, nor shall LESSOR permit its tenants, licensees, employees, invitees or agents to use, any portion of the Property in any way that interferes with the operations of LESSEE. Such interference shall be deemed a material breach by the interfering party, who shall, upon written notice from the other, be responsible for terminating said interference. In the event any such interference does not cease promptly, the parties acknowledge that continuing interference may cause irreparable injury and, therefore, the injured party shall have the right, in addition to any other rights that it may have at law or in equity, to bring a court action to enjoin such interference or to terminate this Agreement immediately upon written notice. LESSOR represents and warrants that it has not sold, leased, licensed or otherwise granted rights in the Property that in any way interfere or could reasonably be likely to interfere with LESSEE's rights to the Leased Premises as set forth in this Agreement.

8. Construction, Operation and Removal of Improvements. (a) LESSEE, as well as, to the extent applicable, its respective subtenants, licensees and/or customers, shall have the right in its sole judgment, from time to time during the Term and any Renewal Term(s) of this Agreement, at its expense and in a good and workmanlike manner and in compliance with all laws, statutes, codes, ordinances, by-laws, rules and regulations and Government Approvals, to construct, install, operate, maintain, upgrade, replace and remove its Telecommunications Facilities. Although such equipment and appurtenances may become fixtures, they shall be and shall remain solely the property of LESSEE and its respective subtenants, licensees and customers, and LESSEE and its respective subtenants, licensees and customers shall have the right to remove any or all of them from time to time during the Term and at the expiration or earlier termination of this Agreement.

(b) LESSEE shall have the right to replace, add to and/or upgrade the Telecommunications Facilities at any time during the Term or extension thereof.

(c) LESSEE shall be solely responsible for operations, maintenance, repair and insurance of the Telecommunications Facilities and related equipment owned, constructed and installed by LESSEE on the Leased Premises.

(d) At the expiration or earlier termination of the Term of this Agreement LESSEE shall remove the above-ground Telecommunications Facilities and all of LESSEE's Property and repair any damage to the Property resulting from the removal activities. Notwithstanding the foregoing, LESSEE will not be responsible for the replacement of any trees, shrubs or other vegetation.

9. Access. During the Term, ingress and egress to the Leased Premises is hereby granted to LESSEE and its subtenants, licensees and customers, including agents, contractors and subcontractors thereof, 24 hours a day, 365 days per year. This ingress and egress shall include the nonexclusive right to and from the Leased Premises, over and across the Property and an access way from nearby public streets and driveways and parking rights for personnel and equipment. LESSEE shall also have a nonexclusive right of way over and across the Property as necessary for the installation, running, servicing and maintenance of electrical power and other utilities necessary to serve LESSEE's Telecommunications

Facilities. It is agreed however, that only authorized engineers, employees and contractors, subcontractors, agents of LESSEE, tenant or licensees of LESSEE, government employees, or persons under their direct supervision will be permitted to enter the Leased Premises.

10. Utilities. (a) LESSEE shall have the right to install utilities (including without limitation communications services and power) at LESSEE's expense, and to improve the present utilities, if any, on the Leased Premises. LESSEE shall, wherever practical, install separate meters for utilities used on the Leased Premises.

(b) As partial consideration for Rent paid under this Agreement, LESSOR hereby grants LESSEE an easement ("Easement") for ingress, egress, and access to the Leased Premises as may be required for the construction, installation and maintenance by the appropriate utility companies for the purpose of servicing the Telecommunications Facilities.

11. Default. Any breach of a material covenant or term hereof that is not cured within thirty (30) days from receipt of written notice from the non-breaching party shall constitute a "Default"; provided, however, that if efforts to cure are commenced within said thirty (30) day period and thereafter diligently prosecuted to completion, such period shall be extended for a period of time not to exceed six (6) months.

12. Termination. (a) In addition to other events permitting termination hereunder, this Agreement may be terminated, without any penalty or further liability, as follows: (i) Default of the other party; (ii) by LESSEE, upon thirty (30) days prior written notice to LESSOR, in the event that the Leased Premises become technologically unsuitable, in LESSEE's opinion, for LESSEE's Telecommunications Facilities, including but not limited to unacceptable radio signal interference and any addition, alteration or new construction on, adjacent to or in the vicinity of the Leased Premises and/or the Property that blocks, either partially or totally, transmission or receiving paths used by any of the Telecommunications Facilities; (iii) by LESSEE, upon thirty (30) days prior written notice to LESSOR, in the event that any Governmental Approval that LESSEE reasonably deems necessary or convenient for the construction, operation, maintenance, reconstruction, modification, addition to or removal of the Telecommunications Facilities is not, in LESSEE's sole discretion, reasonably obtainable or maintainable in the future; (iv) By LESSEE, upon thirty (30) days prior written notice, in the event that the Leased Premises cease to be economically viable as a telecommunications site; (v) By LESSEE, upon thirty (30) days prior written notice to LESSOR, if "Hazardous Substances" (as defined in Section 15 below) are or become present on the Property in violation of "Environmental Laws" (as also defined in Section 15 below); and (vi) By LESSEE, upon thirty (30) days prior written notice if, the LESSEE determines that the site is not, in its sole judgment, feasible for the intended purpose due to radio frequency coverage and/or interference; commercial viability of the site; title matters, including access and egress easements; and/or any other construction, zoning or permitting or other market feasibility issues.

(b) Effective as of the date of termination, whether pursuant to this or other provisions of this Agreement, this Agreement shall be of no further force or effect and each party shall be released from all future obligations hereunder, provided that all liabilities and obligations that were incurred or accrued prior to the date of termination shall remain in effect.

13. Intentionally omitted.

14. Indemnification. (a) LESSEE shall indemnify and hold LESSOR harmless against any claims of liability or loss from personal injury or property damage that may arise out of LESSEE's negligence or willful misconduct in connection with the Leased Premises, excepting, however, such claims or damages as may be attributed in whole or in part to the actions or omissions of the LESSOR, or LESSOR's agents, servants, or contractors. Subject to the aforesaid, in the event of LESSOR's negligence or willful misconduct, LESSOR shall indemnify, defend and hold harmless the LESSEE against any claims of liability or loss from personal injury or property so caused by LESSOR and not by LESSEE.

(b) In the event that either party is entitled to indemnification and defense ("Indemnified Party") from the other party ("Indemnifying Party") pursuant to this Agreement, the Indemnified Party shall notify the Indemnifying Party promptly, in writing, of any claims by any person for which the Indemnified Party alleges that the Indemnifying Party is responsible hereunder and tender the defense of such claim to the Indemnifying Party. The Indemnified Party shall also fully cooperate with the defense or settlement of such claim. The Indemnifying Party shall not be liable under this

Agreement for settlements by the Indemnified Party of any claim unless the Indemnifying Party has approved the settlement in advance (such approval not to be unreasonably withheld, conditioned or delayed) or unless the defense of the claim has been tendered to the Indemnifying Party, in writing, and the Indemnifying Party has failed promptly to undertake the defense.

15. Hazardous Substances. LESSOR represents and warrants to LESSEE that LESSOR: (i) is not presently engaged in, (ii) does not presently have actual knowledge of, (iii) has not at any time in the past engaged in, and (iv) has no actual knowledge that any third person or entity has engaged in or permitted any operations or activities upon, or any use or occupancy of, the Leased Premises, or any portion of the Property, for the purpose of, or in any way involving the handling, manufacturing, treatment, storage, use, transportation, spillage, leakage, dumping, discharge or disposal (whether legal or illegal), accidental or intentional, of any hazardous substances, materials or wastes ("Hazardous Substances") regulated under any Local, State, or Federal law pertaining to the environment, public health or safety or the handling, manufacturing, treatment storage, use, transportation, spillage, leakage, dumping, discharge or disposal of Hazardous Substances ("Environmental Laws"). LESSOR indemnifies and holds LESSEE harmless from any and all claims of liability under any Environmental Laws for Hazardous Materials which were handled, manufactured, treated, stored, used, transported, spilled, leaked, dumped, discharged, disposed of or otherwise introduced into the Property prior to or after the term of this Agreement, except for claims arising in whole or in any part out of LESSEE's use or occupancy of the Leased Premises.

16. Insurance. (a) LESSEE will carry during the term of the Agreement the following insurance with customary coverage and exclusions: (i) Bodily Injury: \$1,000,000.00 for injury to any one person and \$2,000,000.00 for all injuries sustained by more than one person in any one occurrence; and (ii) Property Damage: full replacement costs of LESSEE's equipment. LESSEE agrees to furnish LESSOR with certificates of insurance certifying that LESSEE has in force and effect that above specified insurance. LESSOR shall be named as additional insured on all policies except for workers' compensation policies.

(b) LESSOR and LESSEE mutually covenant and agree that each party, in connection with insurance policies required to be furnished in accordance with the terms and conditions of this Agreement, or in connection with insurance policies which they obtain insuring such insurable interest as LESSOR or LESSEE may have in its own properties, whether personal or real, shall expressly waive any right of subrogation on the part of the insurer against the LESSOR or LESSEE as the same may be applicable, which right to the extent not prohibited or in violation of any such policy is hereby expressly waived, and LESSOR and LESSEE each agree to seek recovery based solely on insurance policies as set forth above, provided such policies are in effect, and each mutually waive all right of recovery against each other, their agents, or employees for any loss, damage or injury of any nature whatsoever to property or person except to the extent either party is required by this Agreement to carry insurance.

17. Taxes. LESSOR shall be responsible for all taxes attributable to LESSOR's owned property and LESSEE shall be responsible for any and all taxes attributable to LESSEE's owned property. LESSEE shall pay as additional Rent any increase in real property taxes levied against Property, which are directly attributable to LESSEE's use of the Leased Premises (but not, however, taxes attributable to periods prior to the Commencement Date such as roll-back or greenbelt assessments) if LESSOR furnishes proof of such increase to LESSEE. In the event that LESSOR fails to pay when due any taxes affecting the Leased Premises or the Easement, as hereinafter defined, LESSEE shall have the right but not the obligation to pay such taxes and deduct the full amount of the taxes paid by LESSEE on LESSOR's behalf from future installments of Rent.

18. Quiet Enjoyment, Title and Authority. (a) At all times during the term of this Agreement and any renewal or extension thereof, LESSEE may peaceably and quietly hold and enjoy the Leased Premises, free from disturbance from any person claiming by, through or under LESSOR, subject only to those matters of title now of record.

(b) LESSOR covenants and warrants to LESSEE that: (i) LESSOR has full right, power and authority to execute this Agreement; (ii) it has good and unencumbered title to the Property, free and clear of any liens or mortgages, except those disclosed to LESSEE and as of record as of the date of this Agreement that will not interfere with LESSEE's rights to

or use of the Leased Premises; (iii) the execution and performance of this Agreement will not violate any laws, ordinances, covenants, or the provisions of any mortgage, lease, or other agreement binding on LESSOR.

(c) LESSOR agrees that, during the Term and any renewal or extension thereof, LESSEE will have the exclusive right to lease the Property, or other LESSOR owned properties within one and one-half miles of the Property ("Adjacent Properties"), or any portion thereof from the LESSOR for telecommunications use in order to operate antennae and telecommunications facilities providing transmission and/or receiving facilities for wireless providers and/or users, and that LESSOR will not grant a lease, sublease, or other license or right to use the Property, or any Adjacent Properties, to any other party for operation of antenna and/or telecommunications facilities.

19. Notices. All notices hereunder must be in writing and shall be deemed validly given if sent by hand delivery, a reputable, national overnight courier service (such as Federal Express or United Parcel Service), or by certified mail, postage prepaid, addressed as shown below (or to any other address that the party to be notified may designate from time to time by written notice to the other party). Facsimile, email and other forms of electronic communication shall not constitute valid notice.

If to LESSEE to: Varsity Wireless, LLC
290 Congress Street, 7th Floor
Boston, MA 02210
Telephone: (202) 236-6833
Facsimile: (401) 831-8387
Email: cdavis@varsitywireless.com

If to LESSOR to: Town of Exeter
10 Front Street
Exeter, NH 03833
Telephone:
Facsimile:
Email:

20. Estoppel, Non-Disturbance and Attornment. LESSOR agrees, from time to time, upon not less than ten (10) days prior written notice from LESSEE, to execute, acknowledge and deliver to LESSEE a written estoppel certificate certifying that as of the date of the certification: (i) the Agreement is a valid enforceable agreement, presently in full force and effect; (ii) LESSEE is not in default under any of the terms, conditions, or covenants of the Agreement; (iii) the Term (its commencement and termination dates) and the term of any option or renewal periods granted to the LESSEE to extend the Term; (iv) the amount of the then-current Rent payable under the Agreement; and (v) attached to the certification is a true and correct copy of the Agreement and all amendments thereto.

21. Assignment. Upon written notification from LESSEE to LESSOR, this Agreement may be assigned or transferred by LESSEE without the approval of LESSOR to a successor to the primary business of LESSEE, to a subsidiary, affiliate or partner of the LESSEE, or a purchaser of all or any portion of the assets of LESSEE. Any other assignment of this Agreement by the LESSEE shall require written approval of LESSOR, such consent not to be unreasonably withheld, conditioned or delayed. Notwithstanding the foregoing, LESSEE may without the approval of LESSOR (i) enter into subleases, licenses or other agreements with prospective sub-lessees, licensees, customers or other third party users of the Leased Premises or (ii) mortgage or grant a security interest in this Lease and the Telecommunications Facilities, and assign this Lease and the Telecommunications Facilities to any such mortgagees or holders of security interests including their successors and assigns (hereinafter collectively referred to as "Secured Parties"). If requested, LESSOR shall execute such consent to leasehold financing as may reasonably be required by Secured Parties.

22. Right of First Refusal. LESSOR hereby grants LESSEE a right of first refusal in connection with all requests, proposals or offers from any third party other than the LESSEE to acquire, lease or obtain an easement (or other right of

way) under all or any portion of the Leased Premises. LESSOR shall provide LESSEE written notice (the "ROFR Notice") of its receipt of such a request, proposal or offer. Such ROFR Notice shall describe all material terms of such request, proposal or offer and include a copy of such request, proposal or offer. LESSEE shall have thirty (30) days to evaluate such request, proposal or offer and notify LESSOR in writing (the "Acceptance Notice") that it intends to exercise its right to consummate such acquisition, lease or obtaining of easement (or other right of way) pursuant to the terms and conditions set forth in such request, proposal or offer. If LESSEE fails to provide LESSOR an Acceptance Notice or within such 30-day period, then LESSOR may proceed with such sale, lease or grant of easement (or other right of way) to such third party as set forth in the ROFR Notice, provided that if the acquisition, lease or obtaining of easement (or other right of way) set forth in the ROFR Notice is not completed within 180 days of when LESSEE notifies LESSOR it does not intend to provide an Acceptance Notice (or, if no such notice is given, 180 days of the deadline for LESSEE providing such Acceptance Notice), then LESSOR shall not complete such transaction(s) without first providing LESSEE an additional ROFR Notice pursuant to the terms of this Section 22, whereupon the provisions of this Section 22 shall again apply.

23. Further Assurances. Each party shall take all such further actions and execute all such further documents and instruments as the parties may at any time reasonably determine to be necessary or desirable to carry out and consummate the transactions contemplated by this Agreement.

24. Miscellaneous. (a) This Agreement shall extend to and bind the heirs, executors, administrators, successors and assigns of the parties hereto.

(b) This Agreement and the performance thereof shall be governed, interpreted, construed and regulated by the laws of the state in which the Property is located, without regard to its conflicts of laws principles.

(c) For purposes of providing constructive notice hereof and if required by applicable law, LESSOR and LESSEE hereby agree to execute a Memorandum or Short Form of Ground Lease Agreement in recordable form (see form attached hereto as Exhibit C), and LESSEE shall have the same recorded in the land records of the County and State in which the Leased Premises is located. The cost of any such recording is to be paid for solely by the LESSEE.

(d) Any sale or other conveyance by the LESSOR of all or part of the Leased Premises shall be under and subject to this Agreement and LESSEE's rights hereunder.

(e) It is hereby mutually agreed and understood that this Agreement contains all agreements, promises and understandings between the LESSOR and the LESSEE and that no verbal or oral agreements, promises, or understandings shall or will be binding upon either the LESSOR or LESSEE in any dispute, controversy or proceeding at law, or any addition to, variation, or modification of this Agreement shall be void and ineffective unless in writing signed by the parties hereto.

(f) If any provision of this Agreement is invalid or unenforceable with respect to any party, the remainder of this Agreement or the application of such provision to persons other than those to whom it is held invalid or unenforceable, will not be affected and each provision of this Agreement will be valid and enforceable to the fullest extent permitted by law.

(Signatures on Next Page)

IN WITNESS WHEREOF, the parties hereto have set their hand and affixed their respective seals the day and year first above written.

WITNESS:

LESSOR: TOWN OF EXETER

By: _____
Name: _____
Title: _____
Date: _____

LESSEE:

WITNESS:

VARSITY WIRELESS, LLC

By: _____
Name: Christopher J. Davis
Title: President
Date: _____

EXHIBIT A
LEGAL DESCRIPTION OF REAL PROPERTY

Parcel 1 A certain parcel of land, with the buildings thereon, situated in Exeter, in the County of Rockingham, and the State of New Hampshire, on the Northerly side of Kingston Road, so-called, and on the Westerly side of Cross Road, so-called, and bounded and described as follows:

Beginning at a point at the Southeasterly corner of the described premises, at the intersection of the Northerly side of Kingston Road with the Westerly side of Cross Road and thence running South 84° 35' 57" West 305.81 feet and continuing South 86° 26' 52" West 324.62 feet and continuing North 87° 34' 46" West 189.43 feet and continuing South 71° 20' 56" West 138.34 feet and continuing South 65° 26' 43" West 33.03 feet and continuing South 54° 48' 23" West 71.34 feet and continuing South 50° 01' 42" West 244.15 feet and continuing South 49° 07' 42" West 10.41 feet, said last eight courses being along the Northerly side of Kingston Road to a point at land now or formerly of Elliot & Brown; thence turning and running North 07° 16' 28" West along said land of Elliot & Brown 475.00 feet to a point; thence turning and running South 43° 17' 20" West along land of said Elliot & Brown 91.50 feet to a point at land now or formerly of Bradsher & Bunker; thence turning and running North 02° 06' 02" West 597.70 feet and continuing North 03° 02' 59" West 153.51 feet both along land of said Bradsher & Bunker to a point at land now or formerly of the Town of Exeter; thence turning and running North 75° 49' 13" East along said land of the Town of Exeter 1232.03 feet to a point on the Westerly side of Cross Road; thence turning and running South 08° 33' 51" East 428.69 feet and continuing South 09° 51' 24" East 740.35 feet, both along the Westerly side of Cross Road to the point of beginning; containing 31.47 acres, more or less.

The above described premises are shown on "Plan of Land for Simpson Estate" recorded in Rockingham Records as Plan #D-25886.

Being the same premises conveyed in deed from Sarah J. Jewell and Ralph L. Jewell to L. Chester Simpson dated May 5, 1941, recorded in Rockingham Records, Book 979, Page 116, being also the remaining portion of the premises described in deed from L. Chester Simpson to L. C. Simpson, Inc. dated October 6, 1977 recorded in Rockingham Records, Book 2295, Page 414. L. C. Simpson, Inc. was involuntarily dissolved under New Hampshire RSA 293-A:95 at which time L. Chester Simpson was the sold stockholder of L. C. Simpson, Inc. whereupon title to these premises passed from L. C. Simpson, Inc. to L. Chester Simpson. See Warranty Deed from L. Chester Simpson to the Town of Exeter dated March 21, 1994 recorded in Rockingham Records, Book 3045, Page 257. L. Chester Simpson died on June 2, 1997, see Rockingham County Probate Records #1997-0628.

Parcel 2: A parcel of land situated in Exeter, Rockingham County, State of New Hampshire shown as Parcel "B" on a plan entitled "Subdivision Plan of Land of L. Chester Simpson Prepared for Town of Exeter" dated January 13, 1994 with revisions through January 26, 1994, prepared by T. F. Moran Inc. recorded with the Rockingham County Registry of Deeds as Plan D-22804, bounded and described as follows:

Beginning at the point which is the Northeasterly corner of the within described parcel which point is in the Southerly sideline of Connie Road and is the Northwesterly corner of other land of the Town of Exeter, thence running S 18° 25' 37" E along said land of the Town

of Exeter a distance of 194.54 feet to an iron pin at Parcel "A" shown on said Plan, which Parcel "A" is also land of the Town of Exeter; thence turning and running S 86° 46' 49" W along said Parcel "A" a distance of 713.61 feet to an iron pin set at land now or formerly of Jones; thence turning and running N 03° 13' 11" W along said land now or formerly of Jones a distance of 203.76 feet to a point at land now or formerly of Collier; thence turning and running N 86° 46' 49" E along said land now or formerly of Collier, land now or formerly of J.D.C. Trust, land now or formerly of Boyd-Robertson, and land now or formerly of DeMaria a distance of 450.00 feet to a point; thence turning and running N 03° 13' 11" W along said land now or formerly of DeMaria a distance of 185.86 feet to a point in the Southerly sideline of Connie Road; thence turning and running in a generally Easterly direction along the Southerly sideline of Connie Road on a curve to the right with a radius of 330.00 feet a distance of 8.87 feet to a point; thence continuing in a generally Easterly direction along the Southerly sideline of Connie Road on a curve to the right with a radius of 130.00 feet a distance of 67.26 feet to a point at land now or formerly of Lafreniere; thence turning and running the following courses and distances along said land now or formerly of Lafreniere: S 14° 15' 20" W 250.00 feet; S 72° 39' 26" E 185.00 feet; and N 16° 31' 07" E 150.00 feet, to the point of beginning.

Together with the benefit of the easement set forth in the Grant of Easement from the Town of Exeter to L. Chester Simpson dated March 28, 1994 recorded in Rockingham Records, Book 3045, Page 258.

Being a portion of the premises described in deed from L. Chester Simpson to L. C. Simpson, Inc., dated October 6, 1977 recorded in Rockingham Records, Book 2295, Page 414. L. C. Simpson, Inc. was involuntarily dissolved under New Hampshire RSA 293-A:95 at which time L. Chester Simpson was the sole stockholder of L. C. Simpson, Inc., whereupon title to these premises passed from L. C. Simpson, Inc. to L. Chester Simpson. See Warranty Deed from L. Chester Simpson to the Town of Exeter dated March 21, 1994, recorded in Rockingham Records Book 3045, Page 257.

L. Chester Simpson died on June 2, 1997, see Rockingham County Probate #1997-0628.

This conveyance is subject to the following conditions:

(1) That the Town of Exeter assume all liabilities of any kind whatsoever arising from the claim of abutters, Bradsher and Bunker, alleging an encroachment on the land of Bradsher and Bunker, and an appropriate Agreement by the Town to hold the Estate of L. Chester Simpson and myself harmless and to indemnify both parties from any and all claims, costs, expenses, attorney fees and like items.

(2) That the Town of Exeter will plant appropriate trees in front of the large barn fronting Route 111.

(3) That at such time as the gravel pit situated on the described real estate is depleted and the real estate no longer suitable for use as a gravel pit, the Town of Exeter, for a 30-year period, will formally designate the land as the "L. Chester Simpson Recreational Area" and will use and maintain said land for recreational purposes during said 30-year period. This condition shall in no way restrict the ability of the Town of Exeter to subdivide off from and convey out of this property the house and associated garage and sufficient acreage appurtenant thereto.

The above premises are not homestead property.

EXHIBIT B

DESCRIPTION OF LEASED PREMISES



PLOT PLAN

SCALE: 1"=300'



roTerra
SIGN GROUP, LLC
2010
2150 Valley Street

LEASE EXHIBIT

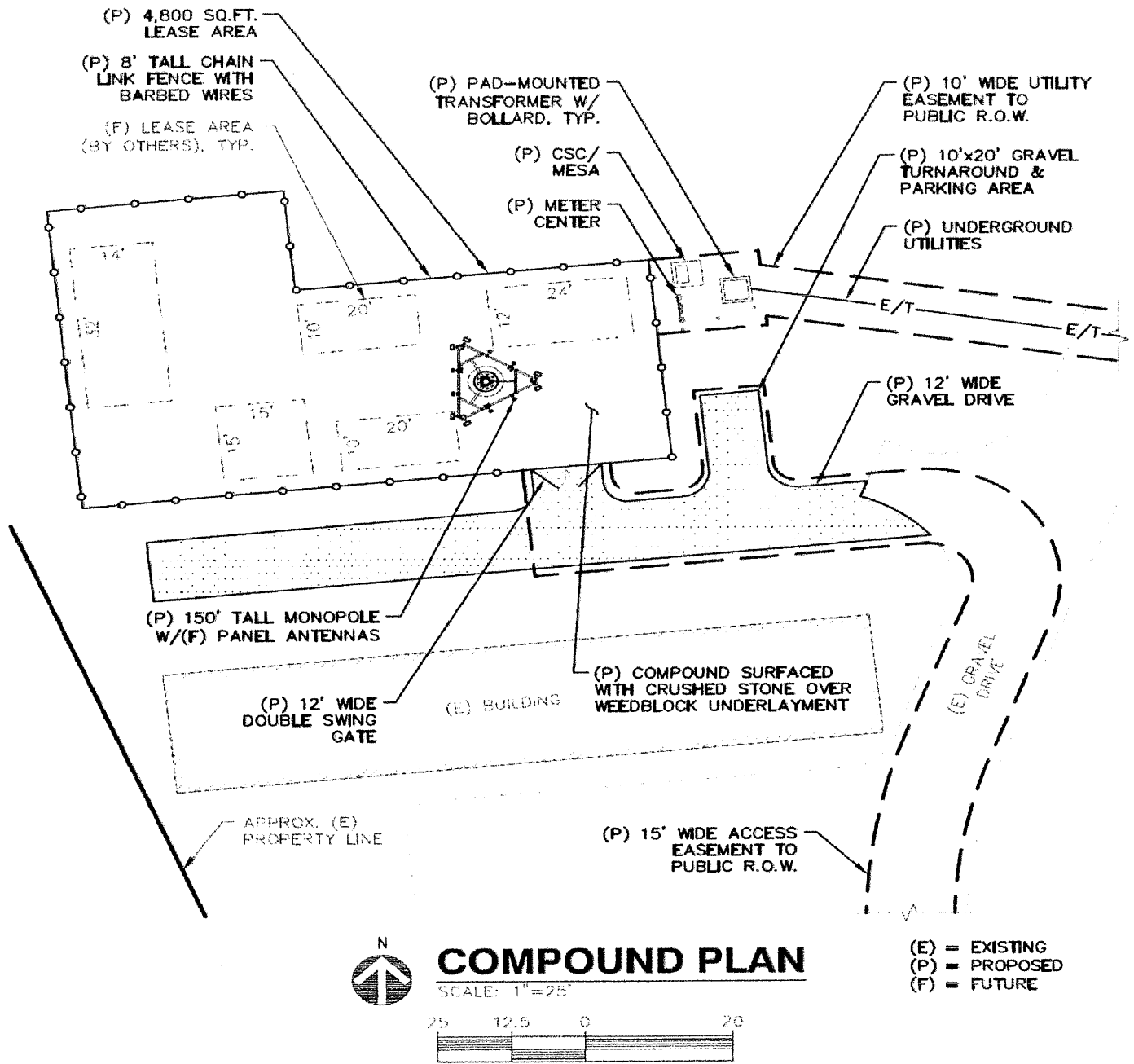
SITE NUMBER: VW NH 0010A
SITE NAME: TOWN OF EXETER
ADDRESS: KINGSTON ROAD
EXETER, NH 03833



Notes:

1. This Exhibit may be replaced by a land survey and/or construction drawings of the Leased Premises once received by Lessee.
2. Any setback of the Leased Premises from the Property's boundaries shall be the distance required by the applicable governmental authorities.
3. Width of access road shall be the width required by the applicable governmental authorities, including police and fire departments.
4. The height, type, number and mounting positions and locations of any towers, antennas, equipment, shelters and transmission lines are illustrative only. Actual height, types, numbers, mounting positions and locations may vary from what is shown above.

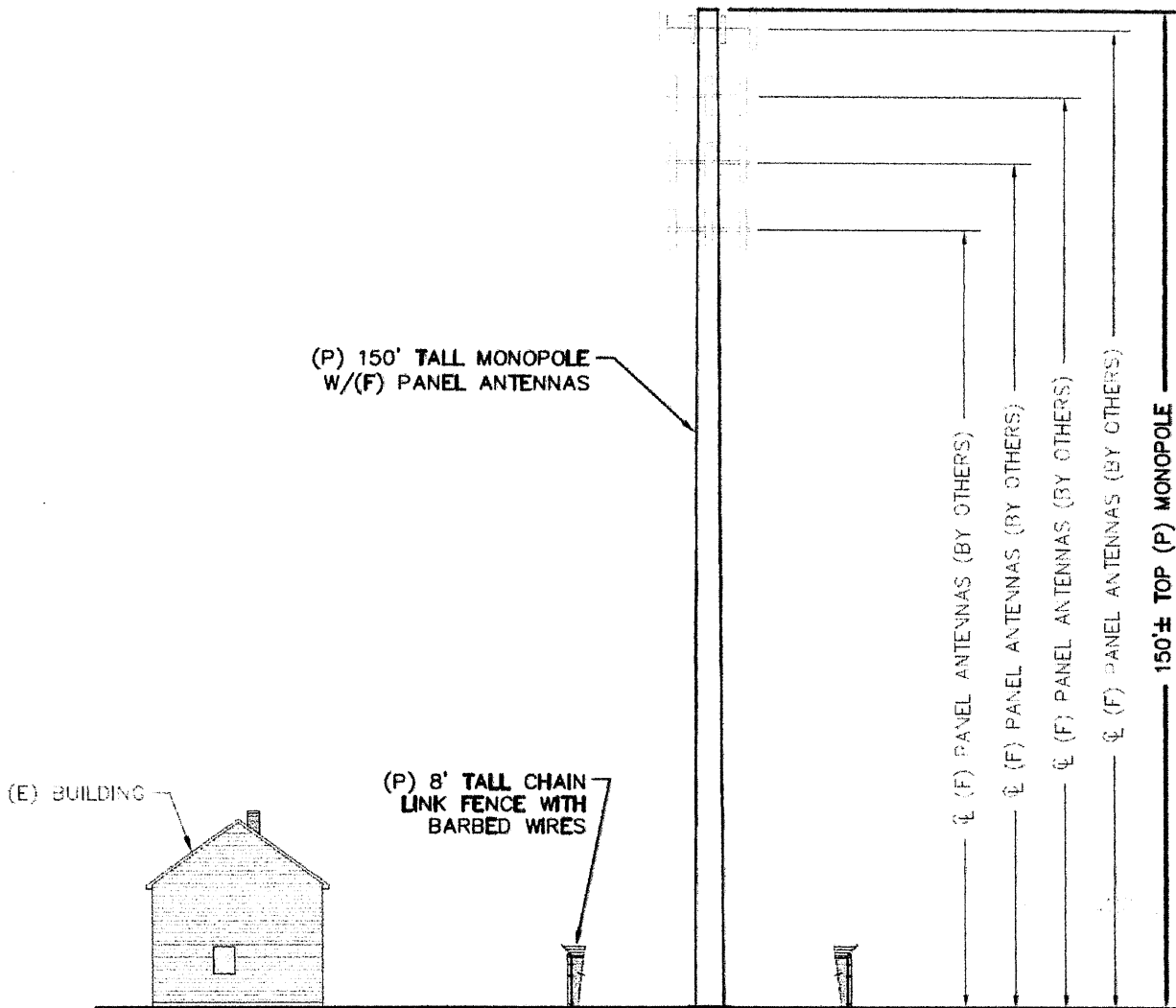
EXHIBIT B CONTINUED



Notes:

1. This Exhibit may be replaced by a land survey and/or construction drawings of the Leased Premises once received by Lessee.
2. Any setback of the Leased Premises from the Property's boundaries shall be the distance required by the applicable governmental authorities.
3. Width of access road shall be the width required by the applicable governmental authorities, including police and fire departments.
4. The height, type, number and mounting positions and locations of any towers, antennas, equipment, shelters and transmission lines are illustrative only. Actual heights, types, numbers, mounting positions and locations may vary from what is shown above.

EXHIBIT B CONTINUED



EAST ELEVATION

SCALE: 1"=25'



Notes:

1. This Exhibit may be replaced by a land survey and/or construction drawings of the Leased Premises once received by Lessee.
2. Any setback of the Leased Premises from the Property's boundaries shall be the distance required by the applicable governmental authorities.
3. Width of access road shall be the width required by the applicable governmental authorities, including police and fire departments.
4. The height, type, number and mounting positions and locations of any towers, antennas, equipment, shelters and transmission lines are illustrative only. Actual heights, types, numbers, mounting positions and locations may vary from what is shown above.

EXHIBIT C

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO:

Varsity Wireless, LLC
346 Congress Street, Unit 703
Boston, MA 02210

(space above for Recorder's use only)

MEMORANDUM OF OPTION AND GROUND LEASE AGREEMENT

THIS MEMORANDUM OF LEASE AGREEMENT, made and entered into on this ____ day of _____, 2016, by and between TOWN OF EXETER, a municipal corporation ("Lessor") and Varsity Wireless, LLC, a Delaware limited liability company ("Lessee"), is a record of that certain Option and Ground Lease Agreement ("Lease") between Lessor and Lessee dated as of _____, 2016, which Lease contains, among other things, the following terms:

- 1. Description of Premises. The Lease pertains to those certain real property (the "Property") and certain premises thereupon, which premises are hereinafter referred to as the "Leased Premises." The said Property is described in Exhibit A, which Exhibit is attached hereto and incorporated herein by reference.
- 2. Term. The Initial Term of the Lease is five (5) years beginning on the date of the exercise of the Option (as defined in such Lease) by Lessee to lease the Leased Premises (the "Commencement Date").
- 3. Renewal Terms. Lessee has the right to extend the Term of the Lease for nine (9) successive terms of five (5) years each.
- 4. Subletting. Lessee has the right, at any time during the Term of this Lease, to sublet any portion of the Leased Premises or permit any portion of the Leased Premises to be occupied or used by subtenants, licensees or customers (including agents, contractors and subcontractors thereof) in connection with the provision of wireless communications services.
- 5. Right of First Refusal. Pursuant to the Lease, Lessor has granted a Lessee a right of first refusal in connection with all requests, proposals or offers from any third party other than the Lessee to acquire, lease or obtain an easement (or other right of way) under all or any portion of the Leased Premises.
- 6. Ratification of Lease. By this Memorandum, the parties intend to record a reference to the Lease and do hereby ratify and confirm all of the terms and conditions of the Lease and declare that the Leased Premises are subject to all of the applicable provisions of the Lease.

IN WITNESS WHEREOF, Lessor and Lessee have executed this Memorandum as of the date first above written.

Lessor: TOWN OF EXETER

Lessee: Varsity Wireless, LLC

By: EXHIBIT ONLY – DO NOT SIGN
Name: [LESSOR NAME]
Its: [LESSOR TITLE]

By: EXHIBIT ONLY – DO NOT SIGN
Name: Christopher J. Davis
Its: President

LESSOR

STATE OF NEW HAMPSHIRE:

COUNTY OF [COUNTY OF LESSOR]:

The foregoing Memorandum of Option and Ground Lease Agreement was signed and acknowledged before me by [LESSOR], acting in [HIS/HER] capacity of Owner and LESSOR for the property located at [PROPERTY ADDRESS] to be the act and deed of said [LESSOR] for the purposes therein stated, on this ____ day of _____, 2016.

EXHIBIT ONLY – DO NOT SIGN
_____, Notary Public

My Commission Expires: _____

LESSEE

COMMONWEALTH OF MASSACHUSETTS:

COUNTY OF SUFFOLK:

The foregoing Memorandum of Option and Ground Lease Agreement was signed and acknowledged before me by Christopher J. Davis, acting in his capacity of President, on behalf of Varsity Wireless, LLC, LESSEE, to be the act and deed of said company for the purposes therein stated, on this ____ day of _____, 2016.

EXHIBIT ONLY – DO NOT SIGN
_____, Notary Public

My Commission Expires: _____

EXHIBIT A TO MEMORANDUM OF OPTION AND GROUND LEASE AGREEMENT

LEGAL DESCRIPTION OF REAL PROPERTY

Parcel 1 A certain parcel of land, with the buildings thereon, situated in Exeter, in the County of Rockingham, and the State of New Hampshire, on the Northerly side of Kingston Road, so-called, and on the Westerly side of Cross Road, so-called, and bounded and described as follows:

Beginning at a point at the Southeasterly corner of the described premises, at the intersection of the Northerly side of Kingston Road with the Westerly side of Cross Road and thence running South $84^{\circ} 35' 57''$ West 305.81 feet and continuing South $86^{\circ} 26' 52''$ West 324.62 feet and continuing North $87^{\circ} 34' 46''$ West 189.43 feet and continuing South $71^{\circ} 20' 56''$ West 138.34 feet and continuing South $65^{\circ} 26' 43''$ West 33.03 feet and continuing South $54^{\circ} 48' 23''$ West 71.34 feet and continuing South $50^{\circ} 01' 42''$ West 244.15 feet and continuing South $49^{\circ} 07' 42''$ West 10.41 feet, said last eight courses being along the Northerly side of Kingston Road to a point at land now or formerly of Elliot & Brown; thence turning and running North $07^{\circ} 16' 28''$ West along said land of Elliot & Brown 475.00 feet to a point; thence turning and running South $43^{\circ} 17' 20''$ West along land of said Elliot & Brown 91.50 feet to a point at land now or formerly of Bradsher & Bunker; thence turning and running North $02^{\circ} 06' 02''$ West 597.70 feet and continuing North $03^{\circ} 02' 59''$ West 153.51 feet both along land of said Bradsher & Bunker to a point at land now or formerly of the Town of Exeter; thence turning and running North $75^{\circ} 49' 13''$ East along said land of the Town of Exeter 1232.03 feet to a point on the Westerly side of Cross Road; thence turning and running South $08^{\circ} 33' 51''$ East 428.69 feet and continuing South $09^{\circ} 51' 24''$ East 740.35 feet, both along the Westerly side of Cross Road to the point of beginning; containing 31.47 acres, more or less.

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of Exeter a distance of 194.54 feet to an iron pin at Parcel "A" shown on said Plan, which Parcel "A" is also land of the Town of Exeter; thence turning and running S 86° 46' 49" W along said Parcel "A" a distance of 713.61 feet to an iron pin set at land now or formerly of Jones; thence turning and running N 03° 13' 11" W along said land now or formerly of Jones a distance of 203.76 feet to a point at land now or formerly of Collier; thence turning and running N 86° 46' 49" E along said land now or formerly of Collier, land now or formerly of J.D.C. Trust, land now or formerly of Boyd-Robertson, and land now or formerly of DeMaria a distance of 450.00 feet to a point; thence turning and running N 03° 13' 11" W along said land now or formerly of DeMaria a distance of 185.86 feet to a point in the Southerly sideline of Connie Road; thence turning and running in a generally Easterly direction along the Southerly sideline of Connie Road on a curve to the right with a radius of 330.00 feet a distance of 8.87 feet to a point; thence continuing in a generally Easterly direction along the Southerly sideline of Connie Road on a curve to the right with a radius of 130.00 feet a distance of 57.26 feet to a point at land now or formerly of Lafreniere; thence turning and running the following courses and distances along said land now or formerly of Lafreniere: S 14° 15' 20" W 250.00 feet; S 72° 39' 26" E 185.00 feet; and N 16° 31' 07" E 150.00 feet, to the point of beginning.

Together with the benefit of the lease set forth in the Grant of Easement from the Town of Exeter to L. Chester Simpson dated March 28, 1994 recorded in Rockingham Records, Book 3045, Page 258.

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L. Chester Simpson died on June 2, 1997, see Rockingham County Probate #1997-0628.

This conveyance is subject to the following conditions:

(1) That the Town of Exeter assume all liabilities of any kind whatsoever arising from the claim of abutters, Bradsher and Bunker, alleging an encroachment on the land of Bradsher and Bunker, and an appropriate Agreement by the Town to hold the Estate of L. Chester Simpson and myself harmless and to indemnify both parties from any and all claims, costs, expenses, attorney fees and like items.

(2) That the Town of Exeter will plant appropriate trees in front of the large barn fronting Route 111.

(3) That at such time as the gravel pit situated on the described real estate is depleted and the real estate no longer suitable for use as a gravel pit, the Town of Exeter, for a 30-year period, will formally designate the land as the "L. Chester Simpson Recreational Area" and will use and maintain said land for recreational purposes during said 30-year period. This condition shall in no way restrict the ability of the Town of Exeter to subdivide off from and convey out of this property the house and associated garage and sufficient acreage appurtenant thereto.

The above premises are not homestead property.

Memo

To: Russell Dean, Town Manager
From: Brian Comeau, Fire Chief
CC:
Date: 11/14/16
Re: Cell tower radio equipment

In 2013 the Fire Department requested a CIP project for a radios system upgrade to improve both the fire and police radio communication, the request was \$345,000.

The budget committee funded \$ 100,000 for the first leg of the proposed system that first phase is up and running and has improved our coverage area greatly.

When the Cell Tower was proposed we saw an opportunity to construct the second leg of the radio system, Our request includes;

*Radios and cabinet
Two channel repeater and link
Antennas
Associated equipment for the installation*

This location is ideal for the second link of the radio system and will greatly improve communications for both the fire and police departments.

November 14, 2016



150 Dow Street
Manchester, New Hampshire 03101
603-669-5555
603-669-4168 fax
www.hoyletanner.com

Ms. Jennifer Perry, P.E.
Public Works Director
Town of Exeter
13 Newfields Road
Exeter, NH 03833

RE: Conceptual Design Services
Front St., Linden St., & Pine St. Roundabout
Hoyle Tanner Project No. TBD

Dear Jennifer:

As requested, Hoyle, Tanner & Associates, Inc. (Hoyle, Tanner) herein submits our scope and fee for providing professional engineering services for the above referenced project for your consideration and approval. Upon negotiation and agreement of the scope and fee, a standard engineering services contract will be provided for review, approval, and execution.

PROJECT DESCRIPTION

Based on our discussion with the Town at our 11/8/16 meeting, we understand you require conceptual design engineering services to review the feasibility of a roundabout to improve traffic operations and bicycle and pedestrian accommodations at the intersection of Front Street (NH 111/27), Linden Street, & Pine Street. This project has arisen from resident concerns for the "safety & functionality" of the intersection which have been expressed to the Board of Selectmen. With agreement that the intersection merits further study, the Public Works Department has prepared an initial layout and is requesting conceptual design services. Hoyle, Tanners services will include a site visit, data collection, traffic analysis, conceptual intersection layout, a conceptual cost estimate, and preparation of a technical memorandum.

These services are further defined herein below.

SCOPE OF SERVICES

Hoyle, Tanner will provide the following services for the above described project:

Conceptual Design Phase

Consultant shall:

- S-1. Obtain and review existing data (plans, reports, etc.) from the Town. Crash data for the most recent 5-year period available will be obtained from Exeter Police Department.
- S-2. Perform a site visit to observe existing conditions and obtain existing data (field measurements, photography, etc.).

- S-3. Perform AM & PM peak hour turning movement traffic counts (6-hours) at Front Street, Linden Street, & Pine Street intersection.
- S-4. Perform traffic analysis of proposed roundabout utilizing Synchro software and NCHRP572 analysis spreadsheet from NHDOT. Build year and Design year (20 year horizon) will be evaluated.
- S-5. Prepare one (1) conceptual intersection layout identifying proposed roundabout location, pedestrian & bicyclist accommodations, and potential ROW impacts.
- S-6. Attend one (1) design coordination meeting with the Town to review and refine roundabout orientation.
- S-7. Prepare a conceptual Opinion of Probable Construction Cost using the NHDOT item number nomenclature format and current weighted average unit prices.
- S-8. Prepare Technical Memorandum, for submission to the Town for review and approval. The memo will discuss the pros and cons of the proposed alternative and will provide a recommendation. Perform Quality Control/Quality Assurance review of project and prepare submittal.

Assumptions

Consultant assumes:

- The conceptual design will consist of one (1) urban compact or urban single lane roundabout alternative at the Front Street (NH 111/27), Linden Street, & Pine Street intersection. The layout will include edges of pavement/curb, central & splitter islands, and sidewalk & crosswalk locations. The project is assumed to extend 100 linear feet along the approach of each intersection leg. Vertical alignments and conceptual intersection grading are not required. Drainage modifications, landscaping, lighting, & utility relocations will not be designed; however, potential concerns will be identified in the technical memo.
- Topographical survey will not be performed for this project. Conceptual roundabout design will be performed utilizing available aerial photography, Town GIS data, tax-map level ROW information, and other readily available base information.
- Traffic data collection will consist of manual turning movement counts performed for 6-hours on a typical weekday to determine the AM & PM peak periods at the intersection.
- Historical research and coordination with New Hampshire Department of Historical Resources will not be required for this project. Coordination with the Exeter Historical Society will be performed for their input on sensitive parcels and potential impacts will be noted in the technical memo.
- Environmental review and permitting will not be required for this project.

- The deliverable shall consist of the following:
 - Conceptual roundabout layout plan (11x17)
 - Conceptual opinion of probable cost
 - Brief Technical Memorandum
- The Town will be provided with electronic and paper copies (2) of all submittals Stakeholders will be provided with "PDF" versions of submittals by e-mail.
- Although right-of-way or land takings may be required for this project; no right-of-way drawings will need to be prepared by Hoyle, Tanner at this time. Potential ROW impacts will be noted in the technical memo and are anticipated to be determined and acquired, as needed, during future preliminary and final design efforts.

CLIENT RESPONSIBILITIES

Your responsibilities under this agreement shall include:

- Provide all available information as to the project requirements.
- Provide all pertinent existing information (plans, specifications, correspondence, studies, reports, surveys, borings and geotechnical reports, etc.) or other data relevant to the project if the City possesses these items.
- Provide access to the site.
- Provide equipment and personnel to assist with field observations, as necessary.
- Designate a contact person who can act with the client's authority regarding this project within the limits of the Contract

SCHEDULE

- We propose to complete the services outlined in the Scope of Services, Items S-1 through S-8 with in two months of Notice to Proceed. However please recognize that Hoyle Tanner is not in complete control of the project development schedule. Dates are planned milestone targets at this point in time. We will make reasonable efforts to advance this project with the expectation of meeting project deliverable milestone dates.

BASIS OF PAYMENT

We propose to provide the services described in the SCOPE OF SERVICES on an hourly basis using our standard billing rates. Our understanding of the project at this time is general in nature, and it is difficult to predict how the project will progress within the design team and approval agencies. Based on past experience, however, we have generated an estimated fee schedule for your consideration.

Ms. Jennifer Perry, P.E.
Town of Exeter
RE: Front, Linden, Pine Roundabout

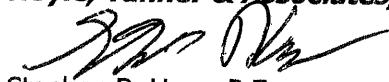
November 14, 2016
Page 4 of 4

At this time we estimate the total fee to be TWELVE THOUSAND, SIX HUNDRED AND EIGHTY ONE DOLLARS (\$12,681). This total fee shall be understood to be an estimate, but if conditions change and the estimate is expected to be exceeded, you will be notified in advance so that a potential amendment can be negotiated. **See attached Services spreadsheet for a detailed breakdown of manhours, billing rate costs, sub-consultant costs, and expenses.**

This Proposal is a professional service proposal prepared by Hoyle, Tanner for your consideration. Its contents shall not be reproduced, divulged, or transmitted to parties other than The Town of Exeter in any manner, in whole or in part, without the express written permission of Hoyle, Tanner, and Associates, Inc.

We look forward to the opportunity to provide professional engineering services to you on this project. Please do not hesitate to call us if you have any questions or comments on this Proposal.

Very truly yours,
Hoyle, Tanner & Associates, Inc.



Stephen B. Haas, P.E.
Project Manager/Senior Transportation Engineer

BILLING RATE ESTIMATE

CLIENT : Town of Exeter
 PROJECT: Front, Linden, & Pine Roundabout
 PROJECT #: TBD
 DATE: 11/14/16

K:\Marketing\Marketing By Town or Client\Exeter\Front-Pine-Linden Roundabout\Scope & Fee\Exeter Roundabout MH-BILL Template.xlsx\Manhours Pg 1

Calc. By: SBH
 Check By: TMC

**Front St., Linden St., & Pine St. Roundabout
 Conceptual Design Services
 Exeter, NH**

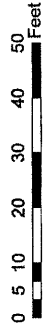
TASK DESCRIPTIONS	MANHOURS BY BILLING RATE CLASSIFICATION (\$/Hour)										TOTAL BILLING RATE COSTS		
	PRINCIPAL \$175.00	PROJECT MANAGER I \$144.00	SENIOR ENGINEER III \$140.00	SENIOR ENGINEER I \$120.00	ENGINEER III \$110.00	ENGINEER II \$104.00	ENGINEER I \$90.00	ENVIRONMENTAL COORDINATOR II \$122.00	CADD TECHNICIAN I \$80.00	ADMINISTRATIVE PROFESSIONAL I \$80.00		TOTAL HOURS	
1. CONCEPTUAL DESIGN PHASE													
S-1 OBTAIN AND REVIEW EXISTING PLANS & DATA		1								2	1	5	\$484.00
S-2 PERFORM SITE VISIT				6						6		12	\$1,260.00
S-3 PERFORM TURNING MOVEMENT COUNTS		1		6						6		13	\$1,404.00
S-4 PERFORM TRAFFIC ANALYSIS			2							2	1	8	\$924.00
S-5 PREPARE CONCEPTUAL INTERSECTION LAYOUT		3		8						10	12	33	\$3,252.00
S-6 ATTEND DESIGN COORDINATION MEETING		3		3						8		6	\$792.00
S-7 PREPARE OPINION OF COST		1		8						8	2	17	\$1,824.00
S-8 PREPARE TECHNICAL MEMORANDUM & QC/QA		4		8						8		18	\$2,336.00
TOTAL MANHOURS	4	14	2	41	0	0	0	0	0	34	4	112	
TOTAL BILLING RATE COSTS	\$700.00	\$2,016.00	\$280.00	\$4,920.00	\$0.00	\$0.00	\$0.00	\$3,060.00	\$0.00	\$1,040.00	\$320.00		\$12,336.00

REIMBURSABLE EXPENSES:	
TRAVEL- MILEAGE, ETC. (2 Trips @ 65 miles)	\$75
POSTAGE & COMMUNICATION	\$20
PRINTING	\$50
LODGING AND MEALS	\$0
EQUIPMENT RENTAL (Traffic Counter)	\$200
SUBTOTAL:	\$345
SUBCONSULTANTS:	
includes admin. Fee of	0%
SUBTOTAL BILLING RATE COSTS, SUBCONSULTANTS:	
includes admin. fee of	0%
SUBTOTAL:	\$0
TOTAL:	\$12,336



Town of Exeter

Front, Linden, & Pine Roundabout
Conceptual Design Using
Rye Route 1A/Sagamore Rd
NHDOT Layout



Legend

Edge of Pavement

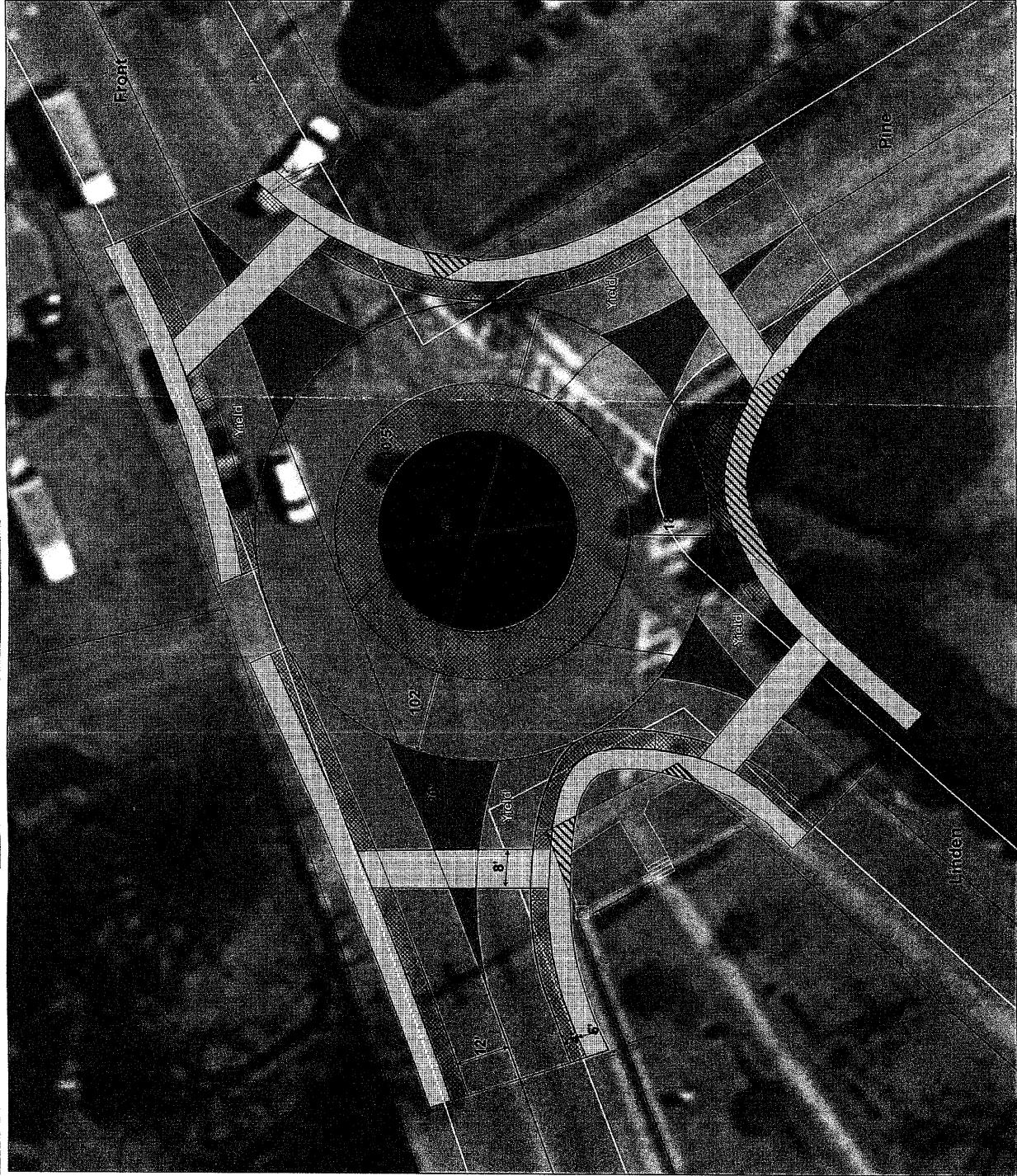
Land Parcel

Brick

Sidewalk/Crosswalk

R.O.W. Impact

Concrete Island



Schedule No. 07
EXHIBIT A

December 1, 2016

DESCRIPTION OF EQUIPMENT

RE: Master Lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt Leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 07 thereto dated as of December 1, 2016.

Below is a detailed description of all the items of Equipment including quantity, model number and serial number where applicable:

Quantity	Serial Number/VIN	Type, Make, Model
1		Tyler Technologies Software, as described in the License and Services Agreement dated 10/20/2016, including modules for Financials, Payroll/HR, Revenue, and Productivity, along with all other software, hardware, services, and attachments as more fully described in said Agreement

EQUIPMENT LOCATION Complete only if equipment will not be located at Lessee's address

Address	City	State
County		

Lessee authorizes Lessor or its assigns to insert or modify, if needed, the Vehicle Identification Number ("VIN") or Serial Number in the above description of the Equipment to correspond to the final delivered and accepted Equipment as shown on the respective invoice or other supporting documents.

Lessee: Town of Exeter

Signature

Printed Name and Title

Date

Schedule No. 07
EXHIBIT B

December 1, 2016

SCHEDULE OF PAYMENTS

Rate: 2.47%

Payment Number	Payment Date	Payment	Interest	Principal	Purchase Option Price*
1	12/1/2016	\$ 62,910.57	\$ -	\$ 62,910.57	NA
2	12/1/2017	\$ 62,910.57	\$ 4,440.53	\$ 58,470.04	\$ 124,341.10
3	12/1/2018	\$ 62,910.57	\$ 2,996.32	\$ 59,914.25	\$ 62,622.02
4	12/1/2019	\$ 62,910.57	\$ 1,516.43	\$ 61,394.14	\$ -
	Totals	\$ 251,642.28	\$ 8,953.28	\$ 242,689.00	

*Assumes that all rental payments and additional rentals due on and prior to that date have been paid.

Lessee: Town of Exeter

Signature

Printed Name and Title

Date

Schedule No. 07
EXHIBIT C

December 1, 2016

RE: Master Lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt Leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 07 thereto dated as of December 1, 2016.

FINAL ACCEPTANCE CERTIFICATE

I, the undersigned, hereby certify that I am a duly qualified representative of Lessee and that I have been given the authority by the Governing Body of Lessee to sign this Final Acceptance Certificate with respect to the above referenced Master Lease Purchase Agreement and Schedule No. 07 (the "Lease"). I hereby certify that:

1. All Equipment described on Exhibit A has been delivered and installed in accordance with Lessee's specifications and Lessee hereby requests and authorizes Lessor to disburse, or direct the escrow agent to disburse, to the vendor the remaining net proceeds of the Lease by wire transfer or by check.
2. Lessee has conducted such inspection and/or testing of the Equipment as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.
3. Rental Payments with respect to such Equipment are due and owing as set forth in Exhibit B to the Lease.
4. Lessee has obtained insurance coverage as required under the Lease.
5. Lessee is exempt from all personal property taxes and is also exempt from sales and/or use taxes with respect to the Equipment and the Rental Payments.
6. No event or condition that constitutes or would constitute an Event of Default exists as of the date hereof.

Lessee: Town of Exeter

Signature

Printed Name and Title

Date

Schedule No. 07
EXHIBIT C

December 1, 2016

RE: Master Lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt Leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 07 thereto dated as of December 1, 2016.

PAYMENT REQUEST AND PARTIAL ACCEPTANCE CERTIFICATE

I, the undersigned, hereby certify that I am a duly qualified representative of Lessee and that I have been given the authority by the Governing Body of Lessee to sign this Certificate of Acceptance with respect to the above referenced Master Lease Purchase Agreement and Schedule No. 07 (the "Lease"). I hereby certify that:

1. The Equipment described below (comprising part of the Equipment described on Lease Exhibit A) has been delivered and installed in accordance with Lessee's specifications and Lessee hereby requests and authorizes Lessor to disburse, or direct the escrow agent to disburse, to the vendor described below net proceeds of the Lease in the amount specified by wire transfer or by check. Such amount has not formed the basis for a previous request for payment.
2. Lessee has conducted such inspection and/or testing of such Equipment as it deems necessary and appropriate and hereby acknowledges that it accepts such Equipment for all purposes.
3. Rental Payments are due and owing as set forth in Exhibit B to the Lease.
4. Lessee has obtained insurance coverage as required under the Lease.
5. Lessee is exempt from all personal property taxes and is also exempt from sales and/or use taxes with respect to the Equipment and the Rental Payments.
6. No event or condition that constitutes or would constitute an Event of Default exists as of the date hereof.

Equipment

Amount

Vendor Name and Address: Tyler Technologies
 One Tyler Dr., Yarmouth, ME 04096

Lessee: Town of Exeter

Signature

Printed Name and Title

Date

Schedule No. 07
EXHIBIT D

OPINION OF COUNSEL

(Must be Re-typed onto attorney's letterhead)

December 1, 2016

Tax-Exempt Leasing Corp.
203 E. Park Avenue
Libertyville, Illinois 60048

RE: Master Lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt Leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 07 thereto dated as of December 1, 2016.

Ladies and Gentlemen:

As legal counsel to Lessee, I have examined the foregoing Agreement and Schedule (the "Lease") and such other opinions, documents and matters of law, as I have deemed necessary in connection with this Lease. Based on the foregoing, I am of the following opinions:

1. Lessee is the State or a duly organized political subdivision of the State within the meaning of Section 103 of the Internal Revenue Code of 1986, as amended (the Code), or a constituted authority authorized to issue obligations on behalf of the State or a political subdivision thereof within the meaning of the Treasury regulations promulgated under the Code.
2. Lessee has the requisite power and authority to purchase the Equipment and to execute and deliver the Lease and to perform its obligations under the Lease. The Lease and the other documents either attached hereto or required herein have been duly authorized, approved and executed by and on behalf of Lessee, and the Lease is a legal, valid and binding obligation of Lessee enforceable in accordance with its terms.
3. The authorization, approval and execution of the Lease and all other proceedings of Lessee relating to the transactions contemplated thereby have been performed in accordance with all open meeting laws, public bidding laws and all other applicable state and federal laws.
4. There is no proceeding pending or threatened in any court or before any governmental authority or arbitration board or tribunal that, if adversely determined, would adversely affect the transactions contemplated by the Lease or the security interest of Lessor or its assigns, as the case may be, in the Equipment. All capitalized terms herein shall have the same meaning as in the foregoing Agreement.
5. The above opinion is for the sole benefit of the Lessor listed above and can only be relied upon by the Lessor or any permitted assignee or subassignee of Lessor under the Lease.

Signature of Legal Counsel

Schedule No. 07
EXHIBIT E

December 1, 2016

LESSEE RESOLUTION

RE: Master Lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt Leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 07 thereto dated as of December 1, 2016.

At a duly called meeting of the Governing Body of the Lessee (as defined in the Agreement) held on _____ the following resolution was introduced and adopted:

BE IT RESOLVED by the Governing Body of Lessee as follows:

1. **Determination of Need.** The Governing Body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described on Exhibit A of Schedule No. 07 dated as of December 1, 2016 to the Master Lease Purchase Agreement dated as of October 1, 2011, between **Town of Exeter** (Lessee) and **Tax-Exempt Leasing Corp.** (Lessor).
2. **Approval and Authorization.** The Governing Body of Lessee has determined that the Agreement and Schedule, substantially in the form presented to this meeting, are in the best interests of the Lessee for the acquisition of such Equipment, and the Governing Body hereby approves the entering into of the Agreement and Schedule by the Lessee and hereby designates and authorizes the following person(s) to execute and deliver the Agreement and Schedule on Lessee's behalf with such changes thereto as such person(s) deem(s) appropriate, and any related documents, including any Escrow Agreement, necessary to the consummation of the transaction contemplated by the Agreement and Schedule.

Authorized Individual(s): _____
(Printed or Typed Name and Title of individual(s) authorized to execute the Agreement)

In addition to the Authorized Individual(s) above, the Governing Body of Lessee further authorizes the following individual to sign any Payment Request and Partial Acceptance Certificate form and/or Final Acceptance Certificate:

Authorized Individual(s): _____
(Printed or Typed Name and Title of individual(s) authorized to execute any Payment Request and Partial Acceptance Certificate and/or Final Acceptance Certificate)

3. **Adoption of Resolution.** The signatures below from the designated individuals from the Governing Body of the Lessee evidence the adoption by the Governing Body of this Resolution.

By: _____
(Signature of Secretary, Board Chairman or other member of the Governing Body, who is not listed as "Authorized Individual" above)

Typed Name: _____ Title: _____
(Typed name of individual who signed directly above) (Title of individual who signed directly above)

Attested By: _____
(Signature of one additional person who can witness the passage of this Resolution)

Typed Name: _____ Title: _____
(Typed name of individual who signed directly above) (Title of individual who signed directly above)

Schedule No. 07
EXHIBIT F

December 1, 2016

BANK QUALIFIED CERTIFICATE

RE: Master Lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt Leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 07 thereto dated as of December 1, 2016.

Whereas, Lessee hereby represents that it is a "Bank Qualified" Issuer for the calendar year in which this Agreement and Schedule are executed by making the following designations with respect to Section 265 of the Internal Revenue Code. (A "Bank Qualified Issuer" is an issuer that issues less than ten million (\$10,000,000) dollars of tax-exempt obligations during the calendar year).

Now, therefore, Lessee hereby designates this Agreement and Schedule as follows:

- 1. Designation as Qualified Tax-Exempt Obligation.** Pursuant to Section 265(b)(3)(B)(ii) of the Internal Revenue Code of 1986 as amended (the "Code"), the Lessee hereby specifically designates the Agreement and this Schedule as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code. In compliance with Section 265(b)(3)(D) of the Code, the Lessee hereby represents that the Lessee will not designate more than \$10,000,000 of obligations issued by the Lessee in the calendar year during which the Agreement is executed and delivered as such "qualified tax-exempt obligations".
- 2. Issuance Limitation.** In compliance with the requirements of Section 265(b)(3)(C) of the Code, the Lessee hereby represents that the Lessee (including all subordinate entities of the Lessee within the meaning of Section 265(b)(3)(E) of the Code) reasonable anticipates not to issue in the calendar year during which the Agreement and Supplement are executed and delivered, obligations bearing interest exempt from federal income taxation under Section 103 of the Code (other than "private activity bonds" as defined in Section 141 of the Code) in an amount greater than \$10,000,000.

By: _____
(Signature of individual authorized to execute this Exhibit)

Name: _____ Title: _____
(Printed name of individual who signed directly above) (Title of individual who signed directly above)

Schedule No. 07
EXHIBIT G

December 1, 2016

AGREEMENT TO PROVIDE INSURANCE

Lessee:

Name: Town of Exeter
Address: 10 Front Street
Exeter, New Hampshire 03842
Phone: 603-773-6109

Lessor/Certificate Holder:

Name: Tax-Exempt Leasing Corp., AOIA
Address: 203 E. Park Avenue
Libertyville, Illinois 60048
Phone: 847-247-0771

Description of Equipment: See Exhibit A

I understand that to provide protection from serious financial loss, should an accident or loss occur, my lease contract requires the equipment to be continuously covered with insurance against the risks of fire and theft, and that failure to provide such insurance gives the Lessor the right to declare the entire unpaid balance immediately due and payable. Accordingly, I authorize Tax-Exempt Leasing Corp. or its assigns to contact the insurance company shown below, in order to obtain the required proof of coverage. I further authorize the Agent/Company below to issue a Certificate noting Lessor's interest in the equipment and showing **Tax-Exempt Leasing Corp. and/or its assigns as additional insured and loss payee.**

Please e-mail to marlas@taxexemptleasing.com or fax to 847-247-0772

Insurance Company: _____

Name of Agent: _____

Address: _____

Phone: _____

Email: _____

Policy #: _____

Lessee: Town of Exeter

Signature

Printed Name and Title

Schedule No. 07
EXHIBIT H

December 1, 2016

LESSEE CERTIFICATE

RE: Master Lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt Leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 07 thereto dated as of December 1, 2016.

I, the undersigned, hereby certify that I am a duly qualified representative of Lessee and that I have been given the authority by the Governing Body of Lessee to sign this Certificate of Acceptance with respect to the above referenced Master Lease Purchase Agreement and Schedule No. 07 thereto (the "Lease"). I hereby certify that:

1. Lessee has appropriated and/or taken other lawful actions necessary to provide moneys sufficient to pay all Rental Payments required to be paid under the Lease during the current Budget Year of Lessee, and such moneys will be applied in payment of all Rental Payments due and payable during such current Budget Year.
2. The governing body of Lessee has approved the authorization, execution and delivery of the Lease on its behalf by the authorized representative of Lessee who signed the Lease.
3. During the term of the Lease, the Equipment will be used for essential governmental functions. Such functions are:

4. The source of funds (fund Item in budget) for the Rental Payments that come due under Exhibit B of this Lease is as follows:

5. Lessee reasonably expects and anticipates that adequate funds will be available for all future Rental Payments that will come due under Exhibit B because:

Lessee: Town of Exeter

Signature

Printed Name and Title

Schedule No. 07
Exhibit I

December 1, 2016

NOTICE OF ASSIGNMENT
AND
LETTER OF DIRECTION

Tax-Exempt Leasing Corp. ("Lessor") hereby gives notice to Town of Exeter ("Lessee") that it has assigned all of its rights to receive payments under the Master Lease Purchase Agreement dated October 1, 2011, Schedule No. 07 dated December 1, 2016, as set out in Section 7.01, and in any of the Equipment now or hereafter leased thereunder, including without limitation all amounts of rent, insurance, and condemnation proceeds, indemnity or other payment proceeds due to become due as a result of the sale, lease of other disposition of the Equipment, all rights to receive notices and give consents and to exercise the rights of the Lessor under the Lease, and all rights, claims and causes of action which Assignor may have against the manufacturer or seller of the Equipment in respect of any defects therein.

This Master Lease Purchase Agreement requires four (4) annual payments in the amount of \$62,910.57. As of the date of assignment, four (4) payments remain on the contract and should be forwarded to the assignee at the following address:

*Santander Bank, N.A.
Santander Leasing, LLC
P.O. Box 14565
Reading, PA 19612*

FEIN: 23-1237295

*Please list the following as lien holder on vehicle titles:

*Santander Bank, N.A.
3 Huntington Quadrangle, #101N
Melville, NY 11747*

Any assigned payments received by Lessor are received in trust for assignee and will be immediately delivered to Assignee.

Lessee: Town of Exeter

Lessor: Tax-Exempt Leasing Corp.

Signature

Signature

Printed Name and Title

Mark M. Zaslavsky, President

Printed Name and Title

Date

Date

Internal Escrow Letter

December 1, 2016

Santander Bank, N.A.
3 Huntington Quadrangle, #101N
Melville, NY 11747

Re: Schedule No. 07 dated December 1, 2016 to Master Lease Purchase Agreement dated October 1, 2011 (the "Lease") by and between Town of Exeter ("Lessee") and Tax-Exempt Leasing Corp. ("Lessor"), concurrently assigned to Santander Bank, N.A. ("Assignee").

Ladies and Gentlemen:

We have entered into the above referenced Lease for the purpose of financing Tyler Technologies Software, as described in the License and Services Agreement dated 10/20/2016, including modules for Financials, Payroll/HR, Revenue, and Productivity, along with all other software, hardware, services, and attachments as more fully described in said Agreement (the "Equipment") in the amount of \$242,689.00 (the "Financed Amount"). Lessee hereby requests that Assignee retain \$242,689.00 (the "Retained Amount"). Lessee further requests that Assignee hold the Retained Amount in an internal escrow pending Assignee's receipt of confirmation from Lessee that the Equipment has been delivered, inspected and accepted for all purposes by the Lessee and that payment can be remitted to the vendor of such Equipment. There will be no separate escrow fee charged Lessee for internally escrowing the Retained Amount.

Lessee understands and agrees that interest shall accrue on the entire Financed Amount as of the date hereof, and further understands and agrees that any interest earned on the Retained Amount shall be paid to Assignee in consideration of managing the internal escrow account.

Lessee acknowledges that Assignee may commingle the Retained Amount held by Assignee for the benefit of Lessee with other funds held by Assignee for its own account, so long as Assignee maintains segregation of such amounts on the books and records of Assignee.

Sincerely,

Lessee: Town of Exeter

Signature

Printed Name and Title

Date



Russ Dean <rdean@exeternh.gov>

Fwd: BOS 11/28/16 Abatements

Sheri Riffle <sriffle@exeternh.gov>
To: Russell Dean <rdean@exeternh.gov>

Tue, Nov 22, 2016 at 3:06 PM

Sheri Riffle
Executive Assistant, Town Manager's Office
Human Services Administrator

Town of Exeter
10 Front Street
Exeter, NH 03833

Town Manager 603-773-6102
Human Services 603-773-6116
fax: 603-777-1514

----- Forwarded message -----

From: **Desiree Murphy** <dmurphy@exeternh.gov>
Date: Tue, Nov 22, 2016 at 2:28 PM
Subject: BOS 11/28/16 Abatements
To: Sheri Riffle <sriffle@exeternh.gov>
Cc: Matt Berube <mberube@exeternh.gov>

Hi Sheri,


Can you please put these 3 abatement's on the agenda for Monday's meeting.

Have a great night,


Desiree

--
Desiree Murphy
Water/Sewer Utilities Clerk
Public Works Department
13 Newfields Road
Exeter, NH 03833
Tel. (603) 773-6157 x460
Fax. (603) 772-1355
dmurphy@exeternh.gov

4 attachments

 **BOS 11-28 list.pdf**
334K

 **93 Main St.pdf**
3426K

 **196 Water St.pdf**
1828K

 **6 Tamarind Ln..pdf**
1063K

List for Selectmen's meeting Nov. 28, 2016

Water / Sewer Department Abatement's

Approval suggestion

<u>Name</u>	<u>Location</u>	<u>Amount</u>
-------------	-----------------	---------------

Disapproval suggestion

<u>Name</u>	<u>Location</u>	<u>Amount</u>
Jonathan Elliot	6 Tamarind Ln.	\$403.99
McReel Condo Assoc.	196 Water St.	\$1,759.51
Rick Hartmann	93 Main St.	\$2,212.90

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

Please Print:

Full Name: Frank & Richard Hartmann _____
 Mailing Address: 93 Main Street _____
 _____ Exeter, NH 03833 _____
 Service/Property Address: Same as above _____

Today's Date: 9/7/2016 _____
 Account Number: 313106800 _____
 Route Number: _____
 Phone Number: 603-772-5285 _____

Utility Abatement Requested for: Water _____ Sewer _____ Water & Sewer X _____
 Date of Bill: 7/19/16 _____ Billing Period from 4/19/16 to 7/19/16 _____ Amount of Bill: \$4,967.54 _____

Owner's reason for the abatement request (Please be as specific as possible): *Weekly visits to the mechanical space visually indicated no leaks. Audible tests resulted in no flow@ times of test. One toilet was replaced all (6) toilets operations verified; washer was replaced with hi efficiency type. Irrigation system was tested. Water Dept. working with us to find cause of excess*

Richard Hartmann _____
 Signature of Applicant

9/1/2016 _____
 Date

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube _____ Date of Review: 11/22/16 _____
 Comments: _____

Dept. of Public Works Recommendation: _____ Disapprove _____ X Approve

W/S Advisory Committee Recommendation: _____ Disapprove _____ Approve

Board of Selectmen Recommendation: _____ Disapprove _____ Approve

Abatement Amount: \$ 2,212.90 _____

New bill total: \$ 2,810.64 _____

BOS Approval/Disapproval Signature: _____ Date: _____

BOS Approval/Disapproval Signature: _____ Date: _____

BOS Approval/Disapproval Signature: _____ Date: _____

BOS Approval/Disapproval Signature: _____ Date: _____

BOS Approval/Disapproval Signature: _____ Date: _____

Memo

Date: November 22, 2016

To: Russell Dear; Doreen Ravell

From: Michael Jeffers

RE: 93 Main Street water & sewer bill (Abatement Request 9/7/16)

We received a request in September 2016, in reference to 93 Main Street for high water and sewer usage on the water and sewer bill. On August 8, 2016 water usage data was downloaded from the new style meter register head that's able to collect the meter readings to provide data for graphical chart generation. The charts for this new data logging meter *did* show leak flags, and *did* indicate a leak 96 out of 96 days of data collection. There is a leak indicator icon on the meter register that displays a possible leak. The intermittent leak shows a flashing water faucet icon on the digital screen on the meter register, and the continuous leak shows a water faucet icon continuously on the digital screen on the meter register. The charts have indicated intermittent leaks. An *Intermittent Leak* is when water has been used for at least 50 of the 96 15-minute intervals during a 24-hr period, and a *Continuous Leak* which is when water has been used for all 96 15-minute intervals during a 24-hr period. We do not recommend abatement. The next step would be to remove the old meter for testing (per customer request), and install a new meter. *Please note that tested older meters typically read lower than actual usage, a new meter more accurately records usage meaning water bills increase slightly.*

To grant abatement, the problem of excessive usage requires not only identifying the problem but also the documented correction of the problem. The intent of Selectmen's Policy 08-30 is to establish a one-time abatement, during any ten-year period, for up to half of the excess water consumption above normal consumption, due to an accidental, unpreventable water release. Selectmen's Policy 08-30 Line #1 partially states "In order to qualify for abatement, a customer's excess consumption must exceed the greater of 100% or 35,000 gallons above their normal average consumption. The customer must also prove that the deficiency responsible for leakage has been repaired or corrected", which the customer does meet the criteria, but has not provided proof of the repair or correction. *DPW does not recommend abatement* due to *Selectmen's Policy 08-30 Adjustment Determination Procedure line #2* which states in the event that a customer cannot determine the source or cause of the abnormally high consumption, the customer is required to hire a private licensed plumber to assist the customer in trying to determine said source or cause. If the plumber is unable to determine the source or cause of the abnormally high consumption, the Town can only speculate that the customer has

located and repaired or corrected said source. If the customer claims that said source never existed, the Town shall test the meter and make an adjustment to the bill in accordance with NHPUC requirements for meters found to be over-recording. If the meter test reveals an accurate or underrecording meter, the customer shall be held responsible for the entire bill plus the cost of meter testing and shipping/handling. The Committee reserves the right to grant adjustments on water use or sewer use or both. If an abatement is granted, DPW has calculated the abatement, and the Water & Sewer bill should be reduced by \$2,212.90 dollars, for a new bill total of \$2,810.64, according to the Selectmen's Policy 08-30 abatement calculations.

Town of Exeter



Water/Sewer Abatement Request Form

Please Print:

Full Name: FRANK + RICHARD HARTMANN
Mailing Address: 93 MAIN STREET
EXETER, NH 03833
Service/Property Address: SAME

Today's Date: 9-7-2016
Account Number: 313106800
Route Number:
Phone Number: 603-772-5285

Utility Abatement Requested for: Water Sewer Water & Sewer
Date of Bill: 7/19/16 Billing Period from 4/19/16 to 7/19/16 Amount of Bill: \$ 4,967.54

Owner's reason for the abatement request (Please be as specific as possible): WEEKLY VISITS TO THE MECHANICAL SPACE VISUALLY INDICATED NO LEAKS. AUDIBLE TESTS RESULTED IN NO FLOW @ TIMES OF TEST. ONE TOILET WAS REPLACED, ALL (6) TOILETS OP. VERIFIED; WASHER WAS REPAIRED W/ HI EFFICIENCY TYPE. IRRIGATION SYS. WAS TESTED. WATER DEPT. WORKING WITH US TO FIND CAUSE OF EXCESS.

Signature of Applicant Date 9-1-2016

Signature of Billing Office Date

Do not write below this line

Reviewed by: Date of Review:
Comments:

Total Usage= gallons
-year Average- (+ +) / = gallons
Excess above average- gallons
Half of Excess gets abated- gallons

Due
Remaining excess- gal -yr average- gal Billable usage- gal
Tier 1-- rates Tier 3-- rates
water gal * \$ /1000 gal = \$ water gal * \$ /1000 gal = \$
sewer gal * \$ /1000 gal = \$ sewer gal * \$ /1000 gal = \$
Tier 2-- rates
water gal * \$ /1000 gal = \$
sewer gal * \$ /1000 gal = \$

Total due=

Recommendation: Disapprove Approve Amount: \$

Approval/Disapproval Signature: Date:

If you disagree with the decision of the Department of Public Works & the Finance Department, you may appeal to the Town of Exeter Board of Selectmen. If you wish to appeal, please sign below and return this form to the Finance Department at 10 Front Street.

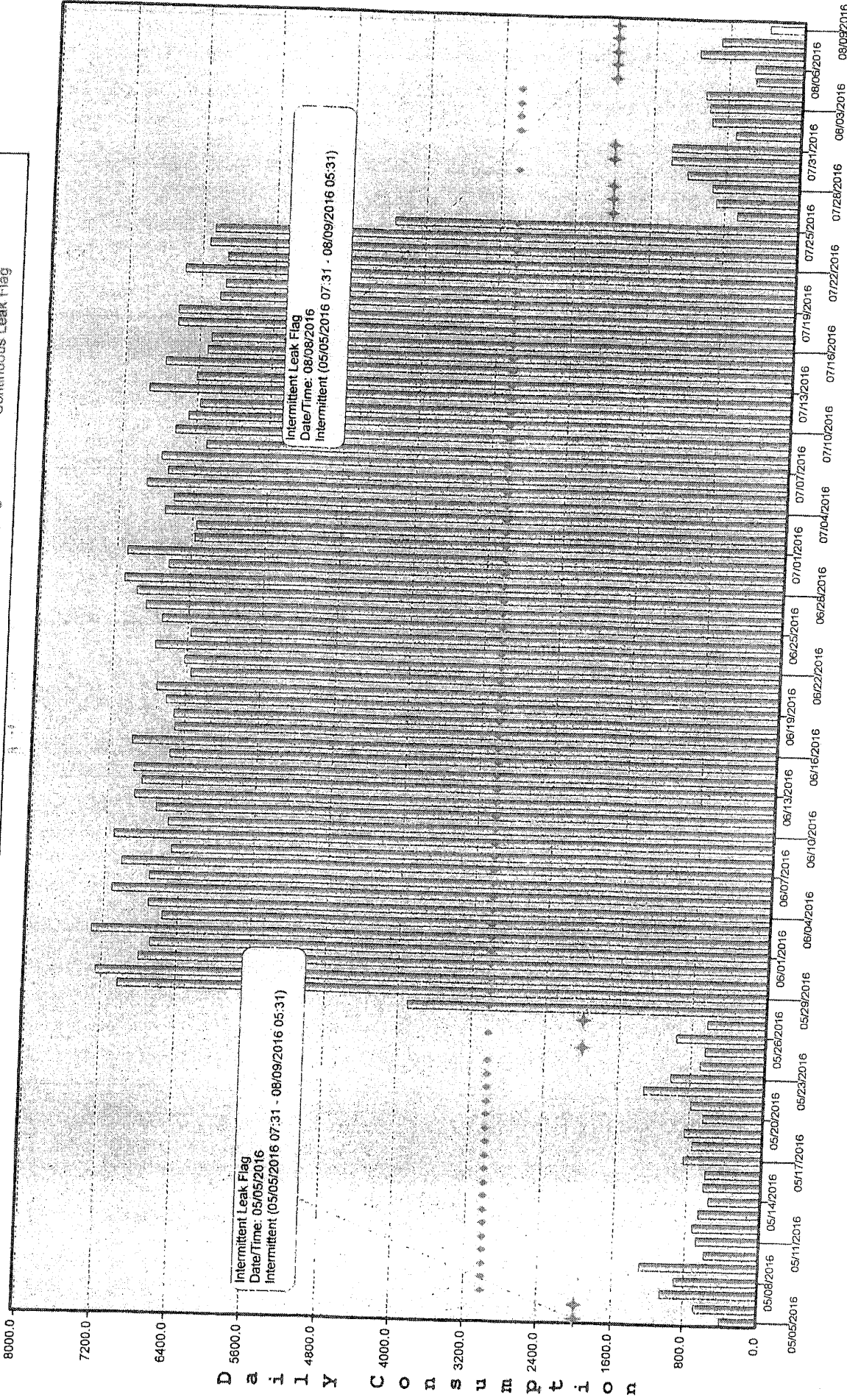
Signature of Applicant Date

MIU#: 1850300814 Acct: Unknown Mtr #: 1850300814 Addr: 93 MAIN STREET for 05/05/2016 through 08/09/2016, WATER, 5/8" - 1" T-10, GALLONS

N-SIGHT R900 Report

E-Coder R900I Data Logging Report

- ◆ Minor Reverse Flow Flag
- ★ Major Reverse Flow Flag
- ◆ Intermittent Leak Flag
- ◆ Continuous Leak Flag



*All time intervals are represented in standard time.

93 Main Street

Total Usage= 377,110 gallons

Previous 4 year 3rd-Q usage average- (79,040+ 45,240 +75,100 + 42,150) / 4= 60,383 gallons

Excess above average- 316,727 gallons

Half of Excess gets abated- 158,364 gallons

What is Due vs Abatement?

Due

Half of excess	158,364	
Prev 3rd-Q usage average	60,383	
	<u>218,747</u>	billable gallons

Tier 1--2016 rates

Water	29,999 gal * \$6.86/1000 gal =	\$205.79
Sewer	29,999 gal * \$4.44/1000 gal =	\$133.20
		<u>\$338.99</u>

Tier 2--2016 rates

Water	165,000 gal * \$7.45/1000 gal =	\$1,229.25
Sewer	165,000 gal * \$5.23/1000 gal =	\$862.95
		<u>\$2,092.20</u>

Tier 3--2016 rates

Water	23,748 gal * \$8.00/1000 gal =	\$189.98
Sewer	23,748 gal * \$5.62/1000 gal =	\$133.46
		<u>\$323.45</u>

Total due= \$2,754.64

Abatement

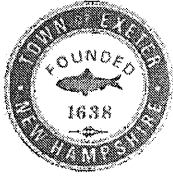
Total water/sewer bill = \$4,967.54 - \$56.00 \$4,911.54 less service fees & certified mailing

Abate = \$4,967.54 - \$2,754.64 = \$2,212.90

Abate = \$2,212.90

New Bill Total with service fees added back

\$2,754.64 + \$56.00= **\$2,810.64**



**TOWN OF EXETER
WATER AND SEWER COLLECTION**

10 FRONT STREET
EXETER, NH 03833-2792
For Billing Questions: (603)773-6157 7:00am -3:00 pm
EMAIL: watersewerbilling@exeternh.gov

**FOR PAYMENT QUESTIONS
(603) 773-6108
8:15 AM - 4:00 PM**

230 1 AV 0.373 P:230 / T:1 / S:



HARTMANN F & R
93 MAIN ST
EXETER NH 03833-2490

Note to Residents:
NEW 2016 WATER & SEWER RATES EFFECTIVE AS OF APRIL 2016

Water
Tier 1: \$6.86 per 1,000 gallons of use up to 29,999 gallons per quarter.
Tier 2: \$7.45 per 1,000 gallons of use from 30,000-194,999 gallons per quarter.
Tier 3: \$8.00 per 1,000 gallons of use 195,000 gallons or more per quarter.
Service Fee: \$28.00 per quarter (no change).

Sewer
Tier 1: \$4.44 per 1,000 gallons of use up to 29,999.
Tier 2: \$5.23 per 1,000 gallons of use 30,000 to 194,999.
Tier 3: \$5.62 per 1,000 gallons of use 195,000 and above.
Service Fee: \$28.00 per quarter (no change).

BILL DETAILS 91 Days of Water Usage Previous Read Date: 04/19/2016 - Read Date: 07/19/2016

ACCOUNT NO.	BILLING PERIOD	BILLING CYCLE	METER READINGS		USAGE
			PREVIOUS	PRESENT	
313106800	04/19/2016 - 07/19/2016	Quarterly	168590	545700	377110

Your average daily use was 4144.07 gallons
BILL DATE: 08/01/2016

BILLED TO:

WATER CONSUMPTION	6.860			205.79
WATER CONSUMPTION	7.450	\$		1,229.25
WATER CONSUMPTION	8.000			1,456.89
WATER SERVICE FEE		\$		28.00
SEWER CONSUMPTION	4.440			133.20
SEWER CONSUMPTION	5.230	\$		862.95
SEWER CONSUMPTION	5.620			1,023.46
SEWER SERVICE FEE		\$		28.00

SERVICE ADDRESS:
93 MAIN STREET

Last Payment: \$641.12 made 05/05/2016

TOTAL CURRENT CHARGES	\$	4,967.54
PREVIOUS BALANCE	\$	0.00

**12% ANNUAL INTEREST CHARGED
IF NOT PAID BY DUE DATE.**

TOTAL AMOUNT DUE \$ 4,967.54

OWNER is liable for all water bills even if not received & OWNER is responsible for preventing service pipes & meter from freezing during cold weather.
All water passing through meter will be charged, whether used, wasted, irrigation system malfunction or lost by leakage.
If we are unable to gain access to meter, or if meter is not working properly, an estimated bill will be mailed.
FAILURE to make payment may result in disconnection of service.

PLEASE SEPARATE REMITTANCE STUB AT THIS PERFORATION AND RETURN WITH PAYMENT



**TOWN OF EXETER
WATER AND SEWER COLLECTION**
10 FRONT STREET
EXETER, NH 03833-2792

REMITTANCE STUB

SERVICE LOC: 93 MAIN STREET
BILL#: 124612
ACCOUNT NO.: 313106800
AMOUNT DUE BY 08/31/2016 : \$4,967.54

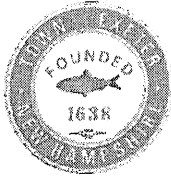
MAKE CHECKS PAYABLE TO: TOWN OF EXETER
Please include your account number on your check.

AMOUNT ENCLOSED \$

CHECK HERE FOR ADDRESS CHANGES AND COMPLETE REVERSE SIDE.

HARTMANN F & R
93 MAIN STREET
EXETER, NH 03833

TOWN OF EXETER
WATER AND SEWER COLLECTION
PO BOX 9520
MANCHESTER NH 03108-9520



**TOWN OF EXETER
WATER AND SEWER COLLECTION**

10 FRONT STREET
EXETER, NH 03833-2792
For Billing Questions: (603)773-6157 7:00am -3:00 pm
EMAIL: watersewerbilling@exeternh.gov

**FOR PAYMENT QUESTIONS
(603) 773-6108**

8:15 AM - 4:00 PM

232 1 AV 0.373 P:232 / T:1 / S:



HARTMANN F & R
93 MAIN ST
EXETER NH 03833-2490



Note to Residents:

NEW 2016 WATER & SEWER RATES EFFECTIVE AS OF APRIL 2016:

Water

Tier 1: \$6.86 per 1,000 gallons of use up to 29,999 gallons per quarter.
Tier 2: \$7.45 per 1,000 gallons of use from 30,000-194,999 gallons per quarter.
Tier 3: \$8.00 per 1,000 gallons of use 195,000 gallons or more per quarter.
Service Fee: \$28.00 per quarter (no change).

Sewer

Tier 1: \$4.44 per 1,000 gallons of use up to 29,999.
Tier 2: \$5.23 per 1,000 gallons of use 30,000 to 194,999.
Tier 3: \$5.62 per 1,000 gallons of use 195,000 and above.
Service Fee: \$28.00 per quarter (no change).

BILL DETAILS 92 Days of Water Usage Previous Read Date: 07/19/2016 - Read Date: 10/19/2016

ACCOUNT NO.	BILLING PERIOD	BILLING CYCLE	METER READINGS		USAGE
			PREVIOUS	PRESENT	
313106800	07/19/2016 - 10/19/2016	Quarterly	545700	689900	144200

Your average daily use was 1567.39 gallons
BILL DATE:
10/31/2016

BILLED TO:

WATER CONSUMPTION	6.860	\$	205.79
WATER CONSUMPTION	7.450	\$	850.80
WATER SERVICE FEE		\$	28.00
SEWER CONSUMPTION	4.440	\$	133.20
SEWER CONSUMPTION	5.230	\$	597.27
SEWER SERVICE FEE		\$	28.00
INTEREST		\$	120.75

SERVICE ADDRESS:
93 MAIN STREET

Last Payment: \$641.12 made 09/12/2016

TOTAL CURRENT CHARGES	\$	1,843.06
PAST DUE	\$	4,337.94

**12% ANNUAL INTEREST CHARGED
IF NOT PAID BY DUE DATE.**

TOTAL AMOUNT DUE \$ 6,301.75

OWNER is liable for all water bills even if not received & OWNER is responsible for preventing service pipes & meter from freezing during cold weather.
All water passing through meter will be charged, whether used, wasted, irrigation system malfunction or lost by leakage.
If we are unable to gain access to meter, or if meter is not working properly, an estimated bill will be mailed.
FAILURE to make payment may result in disconnection of service.

PLEASE SEPARATE REMITTANCE STUB AT THIS PERFORATION AND RETURN WITH PAYMENT

REMITTANCE STUB



TOWN OF EXETER
WATER AND SEWER COLLECTION
10 FRONT STREET
EXETER, NH 03833-2792

SERVICE LOC: 93 MAIN STREET
BILL#: 128352
ACCOUNT NO.: 313106800
AMOUNT DUE BY 11/30/2016 : \$6,301.75

MAKE CHECKS PAYABLE TO: TOWN OF EXETER
Please include your account number on your check.

AMOUNT ENCLOSED

\$

CHECK HERE FOR ADDRESS CHANGES AND COMPLETE REVERSE SIDE.

HARTMANN F & R
93 MAIN STREET
EXETER, NH 03833

|||||
TOWN OF EXETER
WATER AND SEWER COLLECTION
PO BOX 9520
MANCHESTER NH 03108-9520

24 0000128352 0000630175 0

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

Please Print:

Full Name: McReel Condo Association
Mailing Address: PO Box 391
Exeter, NH 03833
Service/Property Address: McReel Building
196 Water Street

Today's Date: 10/28/2016
Account Number: 222244850
Route Number: _____
Phone Number: 603-772-7676

Utility Abatement Requested for: Water Sewer _____
Date of Bill: 9/30/16 Billing Period from 6/21/16 to 9/21/16 Water & Sewer
Amount of Bill: \$4,404.90

Owner's reason for the abatement request (Please be as specific as possible): *Usage during far exceeded our usual and after much research we cannot identify source. The usage has now returned to normal according to usage report. Our usual bill averages \$700-\$1,000 per quarter. This bill is over \$4,000*

Mary Eldredge 10/28/2016
Signature of Applicant Date

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 10/31/16
Comments: _____

Dept. of Public Works Recommendation: Disapprove Approve
W/S Advisory Committee Recommendation: Disapprove Approve
Board of Selectmen Recommendation: Disapprove Approve

Abatement Amount: \$ 1,759.51
New bill total: \$ 2,645.39

BOS Approval/Disapproval Signature: _____	Date: _____
BOS Approval/Disapproval Signature: _____	Date: _____
BOS Approval/Disapproval Signature: _____	Date: _____
BOS Approval/Disapproval Signature: _____	Date: _____
BOS Approval/Disapproval Signature: _____	Date: _____

Memo

Date: October 31, 2016

To: Russell Dean; Doreen Ravell

From: Michael Jeffers *mj*

RE: 196 Water Street water & sewer bill (Abatement Request 10/28/16)

We received a request in October 2016, in reference to 196 Water Street for high water and sewer usage on the water and sewer bill. On October 4, 2016 water usage data was downloaded from the new style meter register head that's able to collect the meter readings to provide data for graphical chart generation. The charts for this new data logging meter *did* show leak flags, and *did* indicate a leak 92 out of 96 days of data collection. There is a leak indicator icon on the meter register that displays a possible leak. The intermittent leak shows a flashing water faucet icon on the digital screen on the meter register, and the continuous leak shows a water faucet icon continuously on the digital screen on the meter register. The charts have indicated intermittent & continuous leaks. An *Intermittent Leak* is when water has been used for at least 50 of the 96 15-minute intervals during a 24-hr period, and a *Continuous Leak* which is when water has been used for all 96 15-minute intervals during a 24-hr period. **We do not recommend abatement. The next step would be to remove the old meter for testing (per customer request), and install a new meter. Please note that tested older meters typically read lower than actual usage, a new meter more accurately records usage meaning water bills increase slightly.**

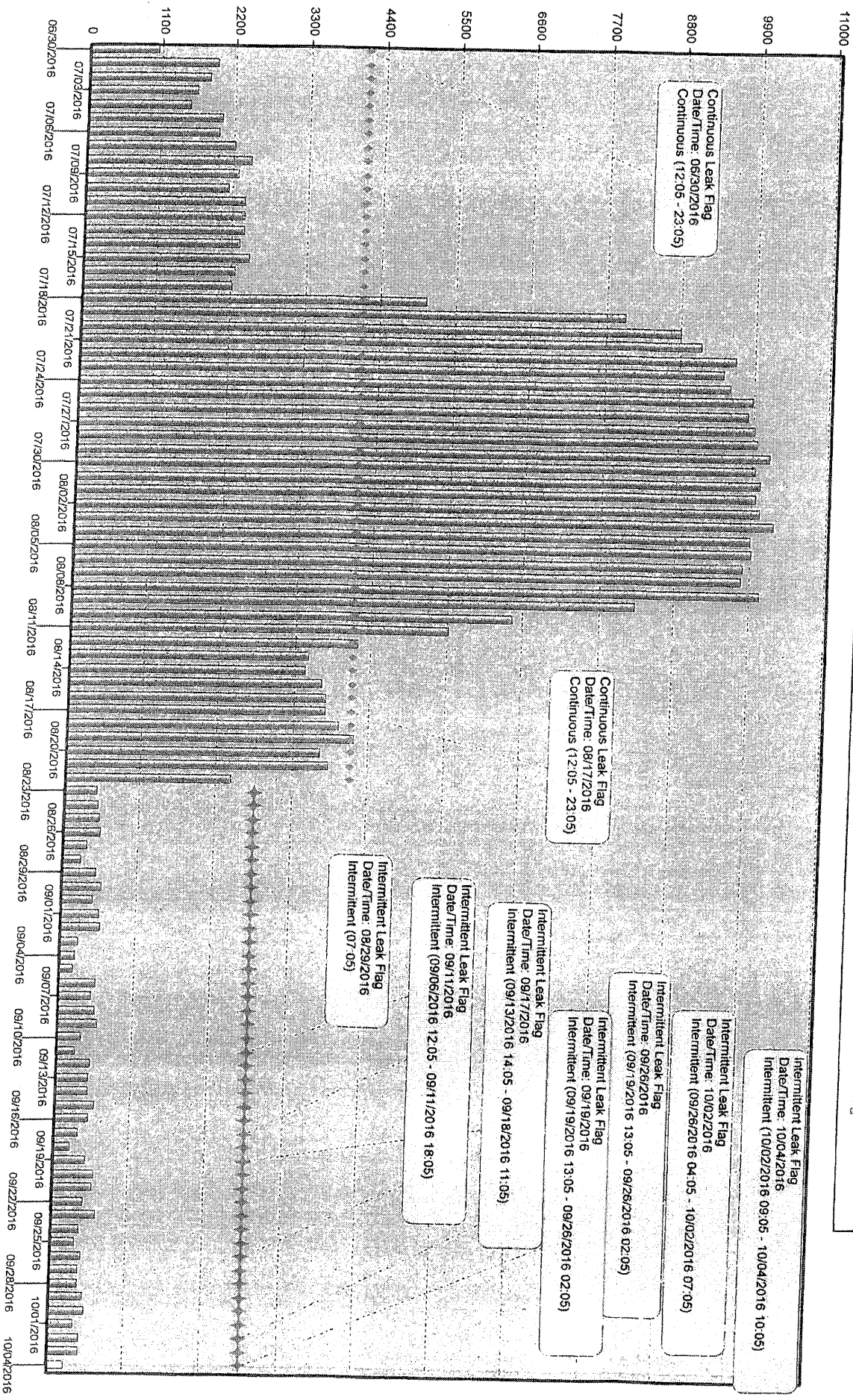
To grant abatement, the problem of excessive usage requires not only identifying the problem but also the documented correction of the problem. The intent of Selectmen's Policy 08-30 is to establish a one-time abatement, during any ten-year period, for up to half of the excess water consumption above normal consumption, due to an accidental, unpreventable water release. Selectmen's Policy 08-30 Line #1 partially states "In order to qualify for abatement, a customer's excess consumption must exceed the greater of 100% or 35,000 gallons above their normal average consumption. The customer must also prove that the deficiency responsible for leakage has been repaired or corrected", which the customer does meet the criteria, but hasn't provided proof of the repair or correction. DPW does not recommend abatement due to *Selectmen's Policy 08-30 Adjustment Determination Procedure line #4* which states in the event the abnormally high consumption has occurred due to "unpredictable leakage" not caused by customer negligence, ignorance or unfortunate circumstances, as determined by Town staff and the Water & Sewer Advisory Committee, the Town shall consider granting a one-time abatement, per account, during any ten-year period, up to half of the water consumption above normal

consumption. The abatement calculation may consider compensation from any other sources, including insurance policy claims, etc. Normal consumption will be the average of at least the previous three years' consumption history (for similar billing periods) unless deemed otherwise by the Committee. The Committee reserves the right to grant adjustments on water use or sewer use or both. If an abatement is granted, DPW has calculated the abatement, and the Water & Sewer bill should be reduced by \$1,759.51 dollars, for a new bill total of \$2,645.39, according to the Selectmen's Policy 08-30 abatement calculations.

MIU#: 1831687223 Acct: Unknown Mtr #: 1831687223 Addr: 196 WATER STREET for 06/30/2016 through 10/04/2016, WATER, 1 1/2" - 4" T-10 and HPT, GALLONS

N.S. J R900 Report
E-Coder R9001 Data Logging Report

Minor Reverse Flow Flag
 Major Reverse Flow Flag
 Intermittent Leak Flag
 Continuous Leak Flag



Interval (Daily)

*All time intervals are represented in standard time.

Town of Exeter
Water/Sewer Abatement Request & Receipt Form

Please Print:

Full Name: Jonathan Elliott
Mailing Address: 6 Tamarind Lane
Exeter, NH 03833
Service/Property Address: Same as above

Today's Date: 10/10/2016
Account Number: 212105990
Route Number: _____
Phone Number: 603-778-6417

Utility Abatement Requested for: Water _____ Sewer _____
Date of Bill: 9/30/16 Billing Period from 6/21/16 to 9/21/16 Water & Sewer X
Amount of Bill: \$1,713.87

Owner's reason for the abatement request (Please be as specific as possible): *When we were notified by the Town (thank you!) of an excessive water usage, we investigated an automatic sprinkler system which we thought had been turned off was stuck in an on position. Please see attached letter*

Jonathon Elliott
Signature of Applicant

10/10/2016
Date

Do not write below this line

Receipt Portion

Reviewed by: Matthew Berube Date of Review: 10/31/16
Comments: I have done calculation for an entire abatement (water and sewer) or for just the sewer portion.

Dept. of Public Works Recommendation: X Disapprove Approve

W/S Advisory Committee Recommendation: Disapprove Approve

Board of Selectmen Recommendation: Disapprove Approve

Abatement Amount: \$ 730.23 (W & S); \$ 273.08 (S only)

New bill total: \$ 983.63 (W & S); \$ 403.99 (S only)

BOS Approval/Disapproval Signature: _____

Date: _____

BOS Approval/Disapproval Signature: _____

Date: _____

BOS Approval/Disapproval Signature: _____

Date: _____

BOS Approval/Disapproval Signature: _____

Date: _____

BOS Approval/Disapproval Signature: _____

Date: _____

Memo

Date: October 31, 2016

To: Russell Dean; Doreen Ravell

From: Michael Jeffers *mj*

RE: 6 Tamarind Lane water & sewer bill (Abatement Request 10/10/16)

We received a request in October 2016, in reference to 6 Tamarind Lane for high water and sewer usage on the water and sewer bill. In late September 2016, the Town staff informed the customer of excessive water usage by leaving a door knocker. The customer had thought the sprinkler system was turned off in late August due to the water restriction. Upon investigation, the customer determined that the sprinkler was left on and has now been taken out of service. **We do not recommend abatement.**

To grant abatement, the problem of excessive usage requires not only identifying the problem but also the documented correction of the problem. The intent of Selectmen's Policy 08-30 is to establish a one-time abatement, during any ten-year period, for up to half of the excess water consumption above normal consumption, due to an accidental, unpreventable water release. Selectmen's Policy 08-30 Line #1 partially states "In order to qualify for abatement, a customer's excess consumption must exceed the greater of 100% or 35,000 gallons above their normal average consumption. The customer must also prove that the deficiency responsible for leakage has been repaired or corrected", which the customer does meet the criteria, and has provided proof of the repair or correction. DPW does not recommend abatement due to *Selectmen's Policy 08-30 Adjustment Determination Procedure line #3* which states in the event the source or cause of the abnormally high consumption is related to a leak due to customer negligence such as the failure to maintain internal (private) plumbing fixtures in good repair and/or protect plumbing from freezing, the customer shall be held responsible for the entire bill. Normal consumption will be the average of at least the previous three years' consumption history (for similar billing periods) unless deemed otherwise by the Committee. The Committee reserves the right to grant adjustments on water use or sewer use or both. If an abatement is granted, DPW has calculated the Water/Sewer abatement as the policy states it should be calculated, and for just the sewer portion of the bill following the basic policy procedures. The Water & Sewer bill should be reduced by \$730.23 dollars, for a new bill total of \$983.63, according to the Selectmen's Policy 08-30 abatement calculations. If the sewer portion is the only part being abated, the Sewer portion of the bill should be reduced by \$273.08 dollars, for a new sewer usage charge total of \$403.99, according to the Selectmen's Policy 08-30 abatement calculations.

RECEIVED
11 03 2016
BY: [illegible]

October 10, 2016

Exeter Department of Public Works
10 Front Street
Exeter, NH 03833

In June 2016, we planted twelve trees on our property. We set up an automatic sprinkler system with soaker hoses to water on a daily basis. We believed we had turned the system off in late August due to the water restriction. We were notified by the town of excessive water usage in late September. Upon investigation, we determined that the sprinkler system which we believed to be turned off was left in the on position. The controller for this system has been taken out of service.

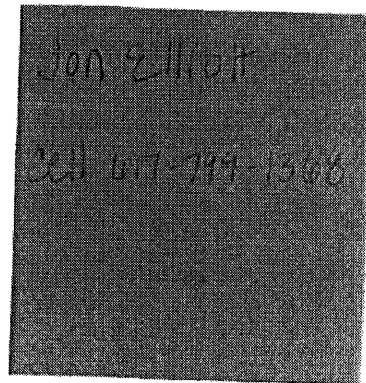
We apologize for the excessive water usage, especially in this time of a water ban and take full responsibility for the inadvertant use of water. In the event an abatement of the water usage is not granted, we respectfully request an abatement of sewer charges as this usage was due to an irrigation system.

Thank you in advance for your consideration.

Sincerely yours,



Jon and Colene Elliott



Jon Elliott
Cell 603-999-1308



Application for Use of Town Facility

Forms submitted to: Town of Exeter, 10 Front Street, Exeter, NH 03833
Fax #: 603-777-1514 email: stiffle@exeternh.gov

Use Request: Town Hall (Main Floor) Bandstand Parking - # Spaces _____ Location _____

Signboard Request: Poster Board Week: Nov. 19-Dec. 2 Plywood Board Week: Nov 19-Dec. 2

*(NOV 19-26 - F.O.T
NOV 26-DEC. 2
parade)*

Representative:

Name: Jan Russell c/o EACC Address: PO Box 278
Town/State/Zip: Exeter, NH 03833 Phone: 603-772-2411
Email: bangoluf@comcast.net

Organization:

Name: The Festival of Trees c/o EACC Address: PO Box 278
Town/State/Zip: Exeter, NH 03833 Phone: 603-772-2411

Reservation Details:

Type of Event/Meeting: charity event Date: Nov. 28- Dec. 1, 2017
Times of Event: November 30, 2017 11:00-9:00 Times needed for set-up/clean-up: Nov 28-Dec. 1, 2017
of tables: approx. 10 # of chairs: 12 Will food/beverages be served? Yes No
Tech/ AV Services Needed: Yes No Details _____

Requirements:

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps. For more information call Kevin Smart, Maintenance Superintendent at 773-6162 prior to use.

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested in writing.

Tech/AV Services: There is a fee of \$80 an hour for any Tech/AV services needed. Services must be arranged in advance. Email aswanson@exeternh.gov to coordinate.

Keys: Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with the exception of Sunday events).

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: Janet Russell Date: 11/21/16

Authorized by the Board of Selectmen/Designee: _____ Date: _____

Office Use Only:

Liability Insurance: On file In-process Fee: Paid Non-profit fee waiver requested



November 14, 2016

Board of Selectmen
Town of Exeter
10 Front Street
Exeter, NH 03833

Re: Important Information about Comcast Set-top Boxes

Dear Chairman and Members of the Board:

As part of our continuing effort to keep you informed, I wanted to let you know about an upcoming change affecting certain models of Comcast's set-top boxes. Beginning January 24, 2017 some customers in your community will be asked to upgrade their set-top boxes so that they are compatible with our new enhanced HD service. With this system enhancement, customers will enjoy improved HD picture quality and be able to record and store more shows on their DVR.

To continue to view all of their current favorite HD channels and enjoy these upcoming improvements, some customers will need to upgrade their set-top boxes. We have included instructions for upgrading their cable boxes in our notification to customers. These instructions are:

"To see which set-top boxes need to be replaced, go to channel 1995 on each of your TVs and follow the on-screen instructions. You can order a new box right from your TV and have it shipped to your home."

While we know replacing equipment can be inconvenient for customers, this change will pave the way for more enhanced services.

We are informing our customers of this upcoming change through letters to their homes and set-top box messaging. Sample notifications are attached for your reference. We will continue to notify customers on an ongoing basis about this change, including any deadlines for action, and will keep you informed as well.

If you have any questions, please visit xfinity.com/HDenhanced or contact me at 603.334.3603.

Sincerely,

Jay Somers

Jay Somers, Sr. Manager
Government Affairs

Town Manager's Office

NOV 21 2016

Received

Sample - Notice #1

Equipment Update

xfinity

<Sam A Sample>
<123 Main Street>
<XXXXXX>
<Anytown, US 12345-6789>

Update your TV box — on us.

Dear Sam Sample,

We've noticed you have an older TV box and we'd like to give you a new one — on us.

You'll need the latest technology to enjoy an unmatched entertainment experience. Older devices like yours can't keep up with new features and will eventually lose HD channels.

That's why we've made it easy to update equipment so you can enjoy enhanced HD and, for those of you with DVR, up to 8x the storage. Here's how:

- 1> Tune to channel 1995 on each TV in your home.
- 2> Follow the simple instructions on the screen to order your replacement.
- 3> Set up and activate your new equipment.

With this update, you'll get XFINITY X1 — a whole new way to experience TV throughout your home. X1 delivers the simplest, fastest and most complete way to enjoy all your entertainment on all your screens. It even lets you change channels with your voice.

Questions? Find answers at xfinity.com/tradeup or call 1-800-XFINITY and mention "Equipment Update."

Thank you for choosing XFINITY. Ensuring that you get the most from your TV service is part of our commitment to improving your overall experience.

Sincerely,

Tracy L. Pitcher
Senior Vice President - Greater Boston Region

**Replace and activate your new TV box by
XX/XX to keep your favorite HD channels.**


COMCAST

Frequently Asked Questions

1) Do I really need to replace my TV box(es)?

Yes. To provide you with better TV service, we have upgraded our network. As a result, one or more of your devices needs to be replaced to keep up with today's latest technology. For those of you with a DVR, saved recordings will not transfer and recordings for future programs will need to be reset on the new TV box.

2) I have more than one TV box — how do I know which one(s) needs to be replaced?

Simply tune to channel 1995 on each of your TVs and follow the on-screen instructions. It will let you know if your TV box is compatible with the upcoming changes or needs to be replaced.

3) How do I replace the box(es)? You can choose one of these three options to get your new device:

- **On your TV:** Go to channel 1995 and follow the on-screen instructions to get a new TV box shipped to your home.
- **Call us at 1-800-XFINITY:** Place an order, ask questions or schedule a professional installation for an additional fee.
- **In store:** Exchange your existing equipment at an XFINITY store or service center.

4) How do I return my existing TV box(es)? There are three options to return your box:

- **By mail:** Use the return label in your self-installation kit.
- **In store:** Drop off the equipment at your local Comcast service center.
- **By appointment:** If your new TV box is professionally installed, your technician will take your existing equipment.

Sample - Notice #2

Equipment Update

<Sam A Sample>
<123 Main Street>
<XXXXXX>
<Anytown, US 12345-6789>

Update your TV box — on us.

Dear Sam Sample,

Time is running out to replace your TV box. To keep watching your favorite HD channels, trade up to a newer box by XX/XX — on us.

We've made it easy to update equipment so you can enjoy enhanced HD and, for those of you with DVR, up to 8x the storage. Here's how:

- 1> Tune to channel 1995 on each TV in your home.
- 2> Follow the simple instructions on the screen to order your replacement.
- 3> Set up and activate your new equipment.

With this update, you'll get XFINITY X1 — a whole new way to experience TV throughout your home. X1 delivers the simplest, fastest and most complete way to enjoy all your entertainment on all your screens. It even lets you change channels with your voice.

Questions? Find answers at xfinity.com/tradeup or call 1-800-XFINITY and mention "Equipment Update."

Thank you for choosing XFINITY. Ensuring that you get the most from your TV service is part of our commitment to improving your overall experience.

Sincerely,

Tracy L. Pitcher
Senior Vice President - Greater Boston Region

**Replace and activate your new TV box by
XX/XX to avoid losing your HD channels.**

Frequently Asked Questions

1> Do I really need to replace my TV box(es)?

Yes. To provide you with better TV service, we have upgraded our network. As a result, one or more of your devices needs to be replaced to keep up with today's latest technology. For those of you with a DVR, saved recordings will not transfer and recordings for future programs will need to be reset on the new TV box.

2> I have more than one TV box — how do I know which one(s) needs to be replaced?

Simply tune to channel 1995 on each of your TVs and follow the on-screen instructions. It will let you know if your TV box is compatible with the upcoming changes or needs to be replaced.

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- **In store:** Exchange your existing equipment at an XFINITY store or service center.

4> How do I return my existing TV box(es)? There are three options to return your box:

- **By mail:** Use the return label in your self-installation kit.
- **In store:** Drop off the equipment at your local Comcast service center.
- **By appointment:** If your new TV box is professionally installed, your technician will take your existing equipment.

Sample - Notice #3

Equipment Update

xfinity

Update your TV box by XX/XX to avoid losing your HD channels. It's on us.

We've been trying to reach you about replacing your TV box. Older devices like yours can't keep up with new features and will lose HD channels. So we'd like to give you a new one.

We've made it easy to update your equipment so you can enjoy enhanced HD and, for those of you with DVR, up to 8x the storage. Here's how:

- 1> Tune to channel 1995 on each TV in your home.
- 2> Follow the simple instructions on the screen to order your replacement.
- 3> Set up and activate your new equipment.

With this update, you'll get XFINITY X1 — a whole new way to experience TV throughout your home. X1 delivers the simplest, fastest and most complete way to enjoy all your entertainment on all your screens. It even lets you change channels with your voice.

Questions? Find answers at xfinity.com/tradeup or call 1-800-XFINITY and mention "Equipment Update."

Sincerely,

Tracy L. Pitcher
Senior Vice President - Greater Boston Region

**Replace and activate your new TV box by
XX/XX to avoid losing your HD channels.**


COMCAST



November 17, 2016

Board of Selectmen
Town of Exeter
10 Front Street
Exeter, NH 03833

RE: Important Information on Price Changes

Dear Chairman and Members of the Board:

We are committed to delivering the entertainment and services our customers in your community rely on today, and the new experiences they will love down the road. As we continue to make improvements to our products and services, and as programmers charge more to carry their networks, our cost of doing business increases. As a result, starting December 20, 2016 prices for certain services and fees will be going up.

Fortunately, we've been able to identify some charges to be reduced or eliminated. We've simplified charges for In-Home Service Visits. Customers will no longer be charged separately for the services performed during a service call and will instead get everything they need—including installation, activation, and relocation of additional outlets after an initial installation of service, in-home service charges and more—all for a flat rate of \$40.00*.

While some prices may have increased, we are always investing in technology to drive innovation. We are working hard to bring our customers great value every day and exciting new developments in the near future, including the following:

- The most TV shows and movies available On Demand
- Innovative X1 Voice Remote that makes searching for shows and movies easier
- Self-service options to save our customers time and adapt to their schedule
- Access to Netflix content on XFINITY X1
- Fastest, most reliable in-home WiFi
- Fastest Internet in America according to Speedtest.net
- More than 14 million WiFi hot spots nationwide

Customers will receive notice about these changes within their bill received after November 20, 2016. A copy of the notice is enclosed. If you have any questions about these changes, please feel free to contact me at 603.334.3603.

Sincerely,

Jay Somers

Jay Somers, Sr. Manager
Government Affairs

* Does not apply to XFINITY Home. Prices do not include taxes and fees.

Enclosure - Customer Notice

NED_V1

Town Manager's Office

NOV 21 2016

Received



IMPORTANT PRICE CHANGE INFORMATION - SUPPLEMENT

November 20, 2016

In addition to the price changes listed on the IMPORTANT PRICE CHANGE NOTICE, the prices for the following services will change effective December 20, 2016.

	Current Price	New Price 12/20/2016		Current Price	New Price 12/20/2016
Performance Extra Bundle	\$67.95	\$72.95	MDU Preferred Plus Bundle	\$122.99	\$127.99
Blast Extra Bundle	\$80.95	\$85.95	MDU Preferred Double Play	\$86.90	\$91.90
Blast Plus	\$90.95	\$95.95	Internet: Bolt-On w/Performance		
Blast Plus w/HBO	\$97.95	\$102.95	Extreme 150	\$43.00	\$38.00
MultiLatino Ultra XF Double Play	\$135.85	\$140.85	Internet: Bolt-On w/Blast!		
MDU Preferred Bundle	\$102.99	\$107.99	Extreme 150	\$30.00	\$25.00
MDU HD Preferred Bundle	\$112.99	\$117.99			
MDU HD Preferred Plus Bundle	\$132.99	\$137.99			

If you currently have services on a promotional price or a minimum term agreement, the prices for those services will not be affected during the promotion or minimum term period.

Prices shown do not include federal, state and local taxes, fees or other related costs. Prices and services are subject to change. Call 1-800-COMCAST for additional details. ©2016 Comcast.



X-37846

IMPORTANT PRICE CHANGE INFORMATION FOR EXETER, NH, HAMPTON, NH, NOTTINGHAM, NH & RAYMOND, NH

November 2016

Dear XFINITY Customer,

We're committed to delivering the entertainment and services you rely on today—and the new experiences you'll love down the road.

As we continue to make improvements to our products and services, and as programmers charge more to carry their networks, our cost of doing business increases. As a result, prices for certain services and fees will be going up.

Fortunately, we've been able to identify some charges to be reduced or eliminated. We've simplified charges for In-Home Service Visits. You'll get everything you need—including installation, activation, relocation of additional outlets, in-home service charges and more—all for a flat rate*.

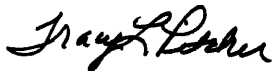
While some prices may have increased, we're always investing in technology to drive innovation. We're working hard to bring you great value every day and exciting new developments in the near future, including:

- Fastest, most reliable in-home WiFi
- Fastest Internet in America according to Speedtest.net
- More than 14 million hot spots nationwide
- The most TV shows and movies available On Demand
- Innovative X1 Voice Remote that makes searching for shows and movies easier
- Self-service options to save you time and adapt to your schedule
- And soon, access to Netflix content on XFINITY X1

We're excited to bring you even more, and we can't wait for you to see what 2017 has in store for the future of awesome.

Thank you for choosing to be our customer.

Sincerely,



Tracy Pitcher
Regional Senior Vice President

For more information about all the taxes, fees, and surcharges on your bill go to www.xfinity.com/pricechanges.

**Does not apply to XFINITY Home. Prices do not include taxes and fees.*

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**IMPORTANT PRICE CHANGE INFORMATION FOR
EXETER, NH, HAMPTON, NH, NOTTINGHAM, NH & RAYMOND, NH**

DOUBLE PLAY PACKAGES

	Current Price	New Price Eff. 12/20/16
Internet Plus	\$77.95	\$82.95
Internet Pro Plus with HBO®	\$84.95	\$89.95
Internet Pro Plus with Showtime®	\$81.95	\$86.95
Preferred XF Double Play	\$144.95	\$149.85
Premier XF Double Play	\$182.99	\$187.99
XFINITY 2300 Latino	\$106.90	\$111.90
XFINITY 2450 Latino	\$126.90	\$131.90
XFINITY 2600 Latino	\$162.73	\$167.80
XFINITY Plus Latino	\$77.95	\$82.95

XFINITY® TV

	Current Price	New Price Eff. 12/20/16
Broadcast TV Fee (all areas)	\$5.00	\$7.00
Regional Sports Fee (per month)	\$3.00	\$5.00
Playboy®	\$19.95	\$15.00
Digital Adapter Additional Outlet Service (SD or HD)	\$3.99	\$5.99
TV Globo & PFC (Portuguese/Brazilian)	\$29.99	\$24.99
Vivid On Demand Subscription	\$19.95	\$19.99
Hustler On Demand Subscription	\$19.95	\$19.99
TEN On Demand Subscription	\$19.95	\$19.99

SERVICES & PRICING FOR EXETER, NH, HAMPTON, NH, NOTTINGHAM, NH & RAYMOND, NH EFFECTIVE JANUARY 1, 2017

The following contains a listing of all our prices and services available as of January 1, 2017

BUNDLED PACKAGES^{1,2}

QUAD PLAY PACKAGES

QUAD PLAY PACKAGE PRICING BELOW IS ADDITIONAL TO TRIPLE PLAY PACKAGE PRICING	
with Secure add ³	\$39.95
For SurePrice add⁴	\$35.00

TRIPLE PLAY PACKAGES

Starter XF Triple Play Bundle Includes Digital Starter for primary outlet, Performance Pro Internet and XFINITY Voice Unlimited™	\$148.49
SurePrice⁵	\$124.99
Preferred XF Triple Play Bundle Includes Digital Preferred for primary outlet, Performance Pro Internet and XFINITY Voice Unlimited™	\$161.49
SurePrice⁵	\$144.99
HD Preferred XF Triple Play Bundle Includes Digital Preferred and Starz® for primary outlet, HD Technology Fee, Performance Pro Internet and XFINITY Voice Unlimited™	\$171.49
SurePrice⁵	\$154.99
HD Preferred Extra XF Triple Play Bundle Includes Digital Preferred, Showtime®, Starz®, TMC®, and Streampix™ for primary outlet, HD Technology Fee, Blast!® Internet and XFINITY Voice Unlimited™	\$188.49
SurePrice⁵	\$174.99
HD Premier XF Triple Play Bundle Includes Digital Premier, Streampix™ and DVR Service or AnyRoom® DVR Service for primary outlet, and HD Technology Fee, Blast!® Internet and XFINITY Voice Unlimited™	\$216.49
SurePrice⁵	\$194.99
HD Complete XF Triple Play Bundle Includes Digital Premier, Streampix™, Sports Entertainment Package and DVR Service or AnyRoom® DVR Service for primary outlet, Digital Additional Outlet Service on up to 3 TVs, HD Technology Fee, Blast!® Internet, Internet/Voice Equipment Rental and XFINITY Voice Unlimited™	\$246.49
SurePrice⁵	\$224.99

XFINITY LATINO PAQUETE TRIPLE

XFINITY 3300 Latino Includes XFINITY TV 300 Latino for primary outlet, Performance Pro Internet, XFINITY Voice Unlimited™ and Carefree Minutes Latin America 300	\$135.99
SurePrice⁵	\$124.99

XFINITY 3450 Latino Includes XFINITY TV 450 Latino for primary outlet, Performance Pro Internet, XFINITY Voice Unlimited™ and Carefree Minutes Latin America 300	\$143.49
SurePrice⁵	\$134.99

XFINITY 3600 Latino Includes Digital Starter, Digital Preferred and XFINITY TV Latino for primary outlet, Performance Pro Internet, XFINITY Voice Unlimited™ and Carefree Minutes Latin America 300	\$161.49
SurePrice⁵	\$144.99

XFINITY 3650 Latino Includes Digital Starter, Digital Preferred, XFINITY TV Latino and Starz® for primary outlet, HD Technology Fee, Performance Pro Internet, XFINITY Voice Unlimited™ and Carefree Minutes Latin America 300	\$171.49
SurePrice⁵	\$154.99

DOUBLE PLAY PACKAGES

Internet Plus Includes Limited Basic, HBO®, Streampix®, standard definition digital converter and remote for primary outlet and Performance Internet	\$82.95
SurePrice⁵	\$64.99

Internet Pro Plus with HBO® Includes Digital Economy, HBO® and Streampix® for primary outlet and Performance Pro Internet	\$89.95
SurePrice⁵	\$74.99

Internet Pro Plus with Showtime® Includes Digital Economy, Showtime® and Streampix® for primary outlet and Performance Pro Internet	\$86.95
SurePrice⁵	\$74.99

Preferred XF Double Play Includes Digital Preferred for primary outlet and Performance Pro Internet	\$149.85
SurePrice⁵	\$109.99

Premier XF Double Play Includes Digital Premier for primary outlet and Performance Pro Internet	\$187.99
SurePrice⁵	\$139.99

XFINITY 2300 Latino Includes XFINITY TV 300 Latino for primary outlet and Performance Internet	\$111.90
SurePrice⁵	\$99.99

XFINITY 2450 Latino Includes XFINITY TV 450 Latino for primary outlet and Performance Internet	\$131.90
SurePrice⁵	\$109.99

XFINITY 2600 Latino Includes Digital Preferred and XFINITY TV Latino for primary outlet and Performance Pro Internet	\$167.80
SurePrice⁵	\$119.99

Internet Plus Latino Includes XFINITY TV 150 Latino, standard definition digital converter and remote for primary outlet and Performance Internet	\$82.95
SurePrice⁵	\$64.99

XF TRIPLE PLAY PACKAGE REWARDS / XFINITY LATINO PAQUETE TRIPLE REWARDS

	Regular Price	Starter XF, XFINITY 3450 Latino	Preferred XF, XFINITY 3600 Latino	HD Preferred XF, XFINITY 3650 Latino	HD Preferred Extra XF	HD Premier XF ⁶	HD Complete XF ⁶
HBO®⁷	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	Included
Showtime®⁷	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	Included	Included
Starz®⁷	\$12.00	\$12.00	\$12.00	Included	Included	Included	Included
Cinemax®⁷	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	Included	Included
The Movie Channel®⁷	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	Included	Included
Sports Entertainment Package⁸	\$9.95	\$9.95	\$8.95	\$8.95	\$8.95	\$8.95	Included
DVR Service⁹	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	Included	Included
AnyRoom® DVR Service¹⁰	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	Included	Included
Digital Additional Outlet Service (SD or HD)¹¹	\$9.95	\$9.95	\$9.95	\$9.95	\$9.95	\$9.95	Included (up to 3)
HD Technology Fee¹²	\$9.95	\$9.95	\$9.95	Included	Included	Included	Included

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XFINITY® TV¹

BASIC SERVICES

Limited Basic¹³	\$24.75
Expanded Basic¹⁴ Includes standard definition digital converter and remote for primary outlet	\$45.20
Broadcast TV Fee (all areas)	\$7.00

DIGITAL SERVICES

Digital Economy Includes Limited Basic, additional digital channels and a standard definition digital converter and remote for the primary outlet, access to Pay-Per-View and On Demand programming, and Music Choice®	\$39.95
With XFINITY Voice or Internet Service	\$37.95
Digital Starter¹⁵ Includes Limited Basic, Expanded Basic, MoviePlex, access to Pay-Per-View and On Demand programming and Music Choice®	\$69.95
Digital Preferred Includes Digital Starter and the Digital Preferred Tier	\$87.90
Digital Preferred plus One Premium Includes Digital Preferred and choice of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$99.90
Digital Preferred with HBO® Includes Digital Preferred and HBO®	\$102.90
Digital Preferred plus Two Premiums Includes Digital Preferred and choice of two premium channels of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$111.90
Digital Preferred with HBO® and One Premium Includes Digital Preferred, HBO® and choice of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$114.90
Digital Premier Includes Digital Preferred, HBO®, Showtime®, Starz®, Cinemax® and The Movie Channel®	\$134.90
XFINITY TV 150 Latino Includes Limited Basic, XFINITY TV Latino, standard definition digital converter and remote for primary outlet	\$27.95
XFINITY TV 200 Latino Includes Digital Economy, XFINITY TV Latino for primary outlet	\$41.95
XFINITY TV 300 Latino Includes XFINITY TV 200 Latino and additional digital channels for primary outlet	\$49.95
XFINITY TV 450 Latino Includes XFINITY TV 300 Latino and additional digital channels for primary outlet	\$69.95

XFINITY TV SERVICES

HBO®7	\$15.00
Showtime®7	\$12.00
Starz®7	\$12.00
Cinemax®7	\$12.00
The Movie Channel®7	\$12.00
Playboy®7	\$15.00
Sports Entertainment Package⁸ Includes over 28 channels including NFL RedZone, ESPNU, ESPN Goal Line, PAC 12, Big Ten Network, CBS Sports Network, FCS Atlantic, and FCS Central	\$9.95
Family Tier¹⁶ Includes over 35 channels including CNN Headline News, PBS Kids Sprout, National Geographic, and HGTV	\$14.95
XFINITY TV Latino⁷ Includes over 45 channels of Spanish Language programming	\$17.95
Digital Preferred Tier¹⁷ Includes over 65 channels including Cooking Channel, Destination America, DIY, and Disney Junior	\$17.95
Digital Preferred Tier plus One Premium Includes Digital Preferred Tier and choice of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$29.95
Digital Preferred Tier with HBO® Includes Digital Preferred Tier and HBO®	\$32.95
Digital Preferred Tier plus Two Premiums Includes Digital Preferred Tier and choice of two premium channels of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$41.95
Digital Preferred Tier with HBO® and One Premium Includes Digital Preferred Tier, HBO® and choice of Showtime®, Starz®, Cinemax® or The Movie Channel®	\$44.95
Digital Premier Tier Includes Digital Preferred Tier, HBO®, Showtime®, Starz®, Cinemax® and The Movie Channel®	\$64.95

HD Technology Fee¹²	\$9.95
DVR Service⁹	\$10.00
AnyRoom® DVR Service¹⁰	\$10.00
Digital Additional Outlet Service (SD or HD)¹¹	\$9.95
with DVR Service ⁹	\$19.95
with AnyRoom® DVR Service	\$19.95
with AnyRoom® DVR Service (client)	\$9.95
with CableCARD ¹⁸	\$7.45
Digital Adapter Additional Outlet Service (SD or HD)¹⁹	\$5.99

INTERNATIONAL SELECTIONS⁷

Rai Italia (Italian)	\$9.99
TV5 MONDE (French)	\$9.99
CTI-Zhong Tian Channel (Chinese/Mandarin)	\$11.99
RTN (Russian)	\$14.99
Willow Plus (South Asian/Cricket Sport)	\$14.99
Zee TV (South Asian)	\$14.99
SIC International (Portuguese)	\$9.99
TV Globo (Portuguese/Brazilian)	\$19.99
PFC (Portuguese/Brazilian)	\$19.99
TV Globo & PFC (Portuguese/Brazilian)	\$24.99

PAY-PER-VIEW AND ON DEMAND SUBSCRIPTION SERVICES²⁰

Eros Now On Demand	\$12.99
Eros Now On Demand w/a South Asian international selection	\$9.99
here! TV On Demand	\$7.99
The Jewish Channel On Demand	\$6.99
Too Much for TV On Demand	\$14.99
Disney Family Movies On Demand	\$5.99
Gaiam TV Fit & Yoga On Demand	\$6.99
Lifetime Movie Club On Demand	\$3.99
Grokker Yoga Fitness On Demand	\$6.99
UP Faith and Family On Demand	\$4.99
Girlfriends Films On Demand²³	\$19.99
Wicked On Demand²³	\$19.99
Pay-Per-View and On Demand Movies and Events²¹ (per title or event)	Prices Vary
Streampix™²²	\$4.99
Vivid On Demand Subscription²³	\$19.99
Hustler On Demand Subscription²³	\$19.99
TEN On Demand Subscription²³	\$19.99

SPORTS PACKAGES²⁰

MLB Extra Innings®	Call 1-800-XFINITY for pricing
NHL® Center Ice®	Call 1-800-XFINITY for pricing
NBA League Pass	Call 1-800-XFINITY for pricing

XFINITY TV EQUIPMENT

Limited Basic Only Converter	\$1.00
Digital Converter	\$2.50
Remote Control	\$0.18
HD Digital Converter (Limited Basic Only)	\$2.00
Digital Adapter (Limited Basic Only — Primary Outlet, SD or HD)	\$0.00
Digital Adapter (Limited Basic Only — 1st and 2nd Additional Outlet, SD or HD)	\$0.00
Digital Adapter (Limited Basic Only — 3rd Additional Outlet and above, SD or HD)	\$0.50
CableCARD (first card in device)	\$0.00
CableCARD (second card in same device)	\$0.80

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INSTALLATION FEES (PER OCCURRENCE UNLESS NOTED)	Initial Installation of Service	After Initial Installation of Service
Professional Installation^{24,25}	\$79.99	N/A
Hourly Service Charge²⁴ For custom installation work	\$35.20	\$35.20
In-Home Service Visit³⁶	N/A	\$40.00
REACTIVATION FEES (NO IN-HOME VISIT REQUIRED— PER OCCURRENCE UNLESS NOTED)		
Reactivation of XFINITY Internet		\$6.00
Reactivation of XFINITY Voice		\$6.00
Reactivation of XFINITY TV		\$6.00

MISCELLANEOUS FEES (PER OCCURRENCE UNLESS NOTED)	
Customer-Owned Video Equipment Credit See www.comcast.com/equipmentpolicy for additional information	\$2.50
Regional Sports Fee²⁶ (per month)	\$5.00
Service Protection Plan²⁷ (per month) Inside home wiring protection for cable TV, high-speed Internet and phone services	\$5.95
Field Collection Charge Visit to customer's residence required to collect past due balance or unreturned equipment	\$30.00
Returned Payment Item (each)	\$25.00
Late Fee	\$9.50
Convenience Fee—Agent For payment made by phone with a Customer Care Representative	\$5.99
Unreturned or Damaged Equipment Fees²⁸ (per piece)	Replacement Cost
Self Install Kit²⁹	\$15.00
Self Install Kit Shipping and Handling (Standard Shipping)	\$9.95
Self Install Kit Shipping and Handling (Priority Shipping)	\$29.95
Accessory Shipping and Handling	\$5.95
TV Guide® Weekly Magazine (per month)	\$4.20

- 1 Certain services available separately or as a part of other levels of service. Comcast service is subject to Comcast's standard terms and conditions of service. Unless otherwise specified, prices shown are the monthly charge for the corresponding service, equipment or package. Prices shown do not include applicable taxes, franchise fees, FCC fees, Regulatory Recovery Fee, Public Access fees, other state or local fees or other applicable charges (e.g., per-call toll or international charges). Prices, services and features are subject to change. If you are a video service customer and you own a compatible digital converter or CableCARD device, please call 1-800-XFINITY for pricing information or visit www.comcast.com/equipmentpolicy. ©2016 Comcast. All rights reserved.
 - 2 Requires a Voice/Data Modem, except for HD Complete Triple Play.
 - 3 XFINITY Home Secure requires 2 year agreement with early termination fee. Early termination fee applies if all XFINITY services are terminated during the agreement term. For additional information go to www.xfinity.com/home.
 - 4 SurePrice only available for 12 months to Quad Play customers with Starter XF Triple Play, Preferred XF Triple Play and HD Preferred XF Triple Play customers after 12 month promotional pricing with 12 month contract. SurePrice only available for 12 months to Quad Play customers with HD Premier XF Triple Play and HD Complete XF Triple Play customers after 24 month promotional pricing with 24 month contract.
 - 5 SurePrice only available for 12 months to XF Triple Play or XFINITY Latino Paquete Triple, Internet Plus, Internet Pro Plus with HBO®, Internet Pro Plus with Showtime®, Preferred XF Double Play, Premier XF Double Play, XFINITY 2300 Latino, XFINITY 2450 Latino and XFINITY 2600 Latino customers after 12 month promotional package.
 - 6 AnyRoom® DVR Service is included with HD Premier XF Triple Play and HD Complete Triple Play if AnyRoom® DVR Service is installed on primary outlet.
 - 7 Requires digital converter or CableCARD and Limited Basic.
 - 8 Requires Digital Starter.
 - 9 Requires HD Technology Fee. Digital Additional Outlet Service required for DVR Service on additional outlets. Not available to customers with Limited Basic only.
 - 10 Sold only with Digital Additional Outlet Service for up to 3 TVs, maximum 3 clients per household. Requires HD Technology Fee and professional installation. Not available to customers with Limited Basic only.
 - 11 Not available to Limited Basic only customers. Digital service tier on additional outlet corresponds to digital service tier on primary outlet.
 - 12 Not available to customers with Limited Basic only. Must subscribe to HD Technology Fee to receive HD programming.
 - 13 Requires digital adapter, CableCARD or digital converter.
 - 14 Requires Limited Basic.
 - 15 For Exeter customers only: Discount of \$2.00 off of Digital Starter available to seniors who qualify for discount. Age and income restrictions apply. Call 1-800-XFINITY for more information.
 - 16 Requires digital converter and Limited Basic and cannot be combined with Expanded Basic. Family Tier programming included in Digital Services except for XFINITY TV Latino.
 - 17 Requires Digital Starter or XFINITY TV 450 Latino.
 - 18 Not available to customers with Limited Basic only. Includes a customer-owned video equipment credit. An additional charge will apply for additional CableCARDS in the same device.
 - 19 Includes digital adapter and remote. Digital service tier on additional outlet corresponds to digital service tier on primary outlet. Does not include access to On Demand content or premium channels. Not available to customers with Limited Basic only.
 - 20 Requires digital converter and Limited Basic. Sports packages will automatically renew at the start of each season at that seasons full-season early-bird rate, provided Comcast still carries the package. Subscription will automatically be billed in 4 total payments. Call 1-800-XFINITY to cancel subscription or automatic renewal up to 30 days into the season. Charges are non-refundable after the first 30 days of the season. Other restrictions may apply. Customers enrolled in the auto-renewal program moving to another Comcast serviceable address and continuing service with Comcast in or out of season, will remain enrolled in the auto-renewal program.
 - 21 Price of Pay-Per-View and On Demand Movie or Event is displayed prior to the completion of the Pay-Per-View or On Demand ordering process.
 - 22 Requires digital converter and Limited Basic to receive Streampix™ on television. Streampix™ included with the following tiers of service: HD Preferred Extra XF Triple Play, HD Premier XF Triple Play, HD Complete XF Triple Play, Internet Plus, Internet Pro Plus with HBO and Internet Pro Plus with Showtime. Requires HD Technology Fee to receive HD programming. Streaming to iOS device requires XFINITY™ TV app, Internet service with bandwidth of at least 600 Kbps and a subscription to Limited Basic. Streaming to laptop/computer requires equipment meeting minimum requirements posted at <http://customer.comcast.com/help-and-support/Internet/requirements-to-run-xfinity-internet-service/>, Internet service with bandwidth of at least 600Kbps and a subscription to Limited Basic.
 - 23 Requires Limited Basic and digital converter. Not available in all areas.
 - 24 Standard installations include installations up to 125 feet from existing Comcast plant, unless noted differently in the local franchise agreement. Custom installations include installations which require in-wall wiring or installations in extensive drop ceilings, basements, or crawl spaces.
 - 25 Includes standard installation of XFINITY TV, XFINITY Internet and/or XFINITY Voice and installation of additional outlets and wireless networking set-up if requested at time order is placed. Does not include installations of XFINITY Home or XFINITY Gigabit Pro Internet.
 - 26 Applies to XFINITY TV Digital Starter and above and XFINITY TV Latino 450.
 - 27 See <http://www.comcast.com/spp> for information on Service Protection Plan.
 - 28 Contact 1-800-XFINITY for questions regarding equipment replacement charges.
 - 29 Does not apply to CableCARD Self Install Kit.
 - 36 Applies to installation, relocation and activation of additional outlets as well as upgrade/downgrades of service after initial installation of service and in-home visits not covered under Service Protection Plan. Does not cover installation or in-home visits for XFINITY Home.
- XFINITY Home License Numbers:** AL: 001484, 001504
Alarm company operators are licensed and regulated by the Alabama Electronic Security Board of Licensure, 7956 Vaughn Road, PMB 392 Montgomery, AL 36116, Phone (334) 264-9388, Fax (334) 264-9332; AR: 12-030; **AZ:** ROC 280515, BTR 18287-0; **CA:** CSLB 974291, ACO 7118 **licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA, 95814; CT:** 1040196, ELC 0189754-C5; **DE:** FAL-0299, FAC-0293, SSPS 11-123; **FL:** EF0000921, EF20001002, EF0001095; **GA:** LVU406303, LVU406264, LVU406190; LVU406354; **IL:** PACA 127-001503; **LA:** F1691; **MA:** SS-001968; **MD:** 107-1776, **Baltimore County:** RK9552, **Howard County:** ERO0990, **Washington County:** EL-R-0218, **Harford County:** 00005321, **Calvert County:** L0188, **Prince George's County:** 13958-2014-0; **ME:** LM50017039; **MI:** 3601206217; **MN:** TS674412; **NC:** 2335-CSA; **NJ:** 34BF00047700; **NM:** 373379; **NY:** licensed by the N.Y.S. Department of State 12000305421, **Putnam County:** L00812; **OH:** 53-89-1732; **OR:** CCB 192945 **All electrical work is performed by a licensed subcontractor; SC:** SCBA-13497, SCFA-13440; **TN:** ACL 1597, ACL 1604; **TX:** B-16922, -02571, ACR-1672104, -1818 **We are licensed by the Texas Department of Public Safety Private Security Board whose address is: P.O. Box 4087, Austin, TX 78773, (512) 424-7710; UT:** 8226921-6501; **WA:** COMCABS892DS; **VT:** ES-02366; **VA:** 2705145289, DCJS 11-7361; **WASHINGTON, DC:** ECS 902687, BBL 602512000005; **WV:** WV049211.
MS: 15018010

Valid 5/18/16. See www.xfinity.com/homesecurity for current list.

XFINITY® CHANNEL LINEUP

LIMITED BASIC

2 NHPTV (PBS)
 3 HSN
 4 WBZ-4 (CBS)
 5 WCVB-5 (ABC)
 6 NECN
 7 WHDH-7 (NBC)
 8 WUNI-27 (Univision)
 9 WMUR-9 (ABC)
 10 WWDP-EVINE Live
 11 NHPTV Explore
 12 WLVI-56 (CW)
 13 Educational Access***
 14 WSBK myTV38 (MyTV)
 15 WPXG-21 (ION)
 16 WFXT-25 (FOX)
 17 WMEA-26 (PBS)
 18 WBIN (IND)
 19 WNEU-60 (Telemundo)
 20 WMFP-62 (IND)
 21 WUTF-66 (UniMas)
 23 WYDN-48 (Daystar)
 44 C-SPAN
 48 Jewelry Television
 58 QVC
 96 WCSH-6 (NBC)
 98 Public Access***
 183 Jewelry Television
 184 XFINITY Latino
 229 Trinity Broadcasting Network
 268 CatholicTV
 283 Leased Access
 294 WMEA-MPBN
 295 WYDN-48 (Daystar)
 640 XFINITY Latino
 721 WFZX-24 (Mundo Fox)
 724 WUNI-LATV
791 QVC HD
801 NHPTV Explore HD
802 NHPTV Prime HD
803 WPXG-21 (ION) HD
804 WBZ-4 (CBS) HD
805 WCVB-5 (ABC) HD
806 WFXT-25 (FOX) HD
807 WHDH-7 (NBC) HD
808 WLVI-56 (CW) HD
809 WMUR-9 (ABC) HD
810 NECN HD
811 WBIN (IND) HD
812 WMEA-26 (PBS) HD
813 WMFP-62 (IND) HD
814 WSBK myTV38 (MyTV) HD
815 WNEU-60 (Telemundo) HD
816 WUNI-27 (Univision) HD
817 WUTF-66 (UniMas) HD
818 WWDP-EVINE Live HD
906 HSN HD
 930 WBZ-Decades
 936 WHDH-This TV
 939 WLVI-BUZZR
 942 WCVB-MeTV
 945 WMUR-MeTV
 948 WFXT-Escape
 949 WFXT-Laff TV
 951 WBIN-Antenna TV
 952 WBIN-GRIT TV
 956 WENH-World

958 WENH-Kids
 959 WENH-Create
 973 WMEA World
 981 WFZX-24 (Mundo Fox)
 983 WNEU-Exitos
 986 WUNI-LATV

EXPANDED BASIC (DIGITAL STARTER INCLUDES LIMITED BASIC AND EXPANDED BASIC)

1 On Demand
 24 Disney Channel
 25 Nickelodeon
 26 Freeform
 28 MTV
 29 VH1
 30 FX
 31 TBS
 32 HGTV
 33 TNT
 34 E!
 35 USA
 36 Lifetime
 37 A&E
 38 TLC
 39 Discovery Channel
 41 Fox News
 42 CNN
 43 CNN Headline News
 45 Bloomberg TV
 46 CNBC
 47 The Weather Channel
 49 ESPN
 50 ESPN2
 51 NESN
 52 Comcast SportsNet
 53 Bravo
 54 Food Network
 56 EWTN
 59 AMC
 60 Cartoon Network
 61 Comedy Central
 62 Syfy
 63 Animal Planet
 64 TV Land
 65 NBC Sports Network
 66 History
 67 Travel Channel
 68 BET
 69 Golf Channel
 71 Hallmark Channel
 88 HSN2
 124 WGN America
 186 truTV
 199 Hallmark Movies & Mysteries
 200 MoviePlex
 208 Hallmark Channel
 210 National Geographic
 211 Esquire Network
 214 TV One
 215 WE tv
 216 Oxygen
 218 Sprout
 234 Inspiration Network
 235 UP
 238 EWTN
 241 BBC America
 247 C-SPAN2

249 C-SPAN3
 250 Fox Sports 1
 251 MSNBC
 252 Investigation Discovery
 256 FXX
 265 NFL Network
 267 GSN
 270 Lifetime Movie Network
 284 Fox Business Network
 715 NFL Network
784 Travel Channel HD
787 Esquire Network HD
788 Lifetime Movie Network HD
789 Fox Business Network HD
790 Hallmark Movies & Mysteries HD
794 Bravo HD
795 CNBC HD
799 WE tv HD
821 National Geographic HD
823 Discovery HD
824 Disney HD
825 Nick HD
826 Freeform HD
827 MTV HD
828 MTV Live HD
829 VH1 HD
830 FX HD
831 TBS HD
832 HGTV HD
833 TNT HD
834 E! HD
835 USA HD
836 Lifetime HD
837 A&E HD
839 Velocity HD
841 Fox News HD
842 CNN HD
843 CNN Headline News HD
846 Universal HD
847 The Weather Channel HD
848 Golf Channel HD
849 ESPN HD
850 ESPN2 HD
851 NESN HD
852 Comcast SportsNet HD
853 NFL Network HD
854 Food Network HD
858 Comedy Central HD
859 AMC HD
860 Cartoon Network HD
862 Syfy HD
863 Animal Planet HD
865 NBC Sports Network HD
867 TLC HD
872 History HD
901 MSNBC HD
902 truTV HD
905 BET HD
907 Hallmark HD
908 UP HD
909 Investigation Discovery HD
912 TV One HD
916 Bloomberg TV HD

920 BBC America HD
921 Oxygen HD
924 FXX HD
925 Fox Sports 1 HD

FAMILY TIER

24 Disney Channel
 25 Nickelodeon
 32 HGTV
 43 CNN Headline News
 47 The Weather Channel
 54 Food Network
 210 National Geographic
 218 Sprout
 221 Discovery Family Channel
 222 Disney XD
 224 TeenNick
 227 Science Channel
 240 DIY
 247 C-SPAN2
792 Disney XD HD
821 National Geographic HD
824 Disney HD
825 Nick HD
832 HGTV HD
843 CNN Headline News HD
847 The Weather Channel HD
854 Food Network HD
866 Science Channel HD

DIGITAL ECONOMY (INCLUDES LIMITED BASIC)

24 Disney Channel
 34 E!
 35 USA
 36 Lifetime
 37 A&E
 39 Discovery Channel
 41 Fox News
 42 CNN
 47 The Weather Channel
 54 Food Network
 56 EWTN
 59 AMC
 60 Cartoon Network
 61 Comedy Central
 63 Animal Planet
 64 TV Land
 66 History
 68 BET
 71 Hallmark Channel
 123 ASPIRE
 186 truTV
 208 Hallmark Channel
 238 EWTN
 247 C-SPAN2
 256 FXX
823 Discovery HD
824 Disney HD
835 USA HD
837 A&E HD
841 Fox News HD
842 CNN HD
854 Food Network HD

859 AMC HD
863 Animal Planet HD
872 History HD
905 BET HD
907 Hallmark HD
924 FXX HD

XFINITY TV 300 LATINO

25 Nickelodeon
 26 Freeform
 28 MTV
 29 VH1
 30 FX
 32 HGTV
 38 TLC
 43 CNN Headline News
 46 CNBC
 53 Bravo
 62 Syfy
 67 Travel Channel
 88 HSN2
 124 WGN America
 200 MoviePlex
 211 Esquire Network
 213 Turner Classic Movies
 214 TV One
 215 WE tv
 218 Sprout
 226 OWN
 232 Nat Geo WILD
 236 The Word Network
 241 BBC America
 250 Fox Sports 1
 251 MSNBC
 256 FXX
 267 GSN
 270 Lifetime Movie Network
 284 Fox Business Network
 663 Starz Encore Español
784 Travel Channel HD
787 Esquire Network HD
788 Lifetime Movie Network HD
789 Fox Business Network HD
794 Bravo HD
795 CNBC HD
799 WE tv HD
825 Nick HD
826 Freeform HD
827 MTV HD
828 MTV Live HD
829 VH1 HD
830 FX HD
832 HGTV HD
839 Velocity HD
843 CNN Headline News HD
846 Universal HD
857 OWN HD
862 Syfy HD
867 TLC HD
901 MSNBC HD
903 Turner Classic Movies HD
912 TV One HD
920 BBC America HD
922 Nat Geo Wild HD
924 FXX HD
925 Fox Sports 1 HD

XFINITY TV 450 LATINO (INCLUDES DIGITAL ECONOMY, XFINITY TV 300 LATINO AND XFINITY TV LATINO)

31 TBS
 33 TNT
 49 ESPN
 50 ESPN2
 51 NESN
 52 Comcast SportsNet
 65 NBC Sports Network
 69 Golf Channel
 234 Inspiration Network
 265 NFL Network
 715 NFL Network
831 TBS HD
833 TNT HD
848 Golf Channel HD
849 ESPN HD
850 ESPN2 HD
851 NESN HD
852 Comcast SportsNet HD
853 NFL Network HD
865 NBC Sports Network HD
DIGITAL PREFERRED (INCLUDES LIMITED BASIC AND EXPANDED BASIC)
 1 On Demand
 55 Spike TV
 123 ASPIRE
 125 RLTV
 137 SEC Network
 176 Ovation
 182 POP
 187 Revolt
 190 BBC World
 191 BabyFirst TV Americas
 193 Smithsonian Channel
 196 Jewish Life TV (JLTV)
 197 Starz Encore Family
 198 REELZ
 201 SundanceTV
 202 Flix
 203 Starz Encore Action
 204 Starz Encore Classic
 205 Starz Encore Suspense
 206 indieplex
 207 Starz Encore Westerns
 212 IFC
 220 Nicktoons
 221 Discovery Family Channel
 222 Disney XD
 223 Nick Jr.
 224 TeenNick
 225 retroplex
 226 OWN
 227 Science Channel
 228 Nick Too
 230 Discovery Life Channel
 232 Nat Geo WILD
 233 Destination America
 236 The Word Network

SABG1CM

XFINITY® CHANNEL LINEUP (continued)

239 Cooking Channel 240 DIY 242 Viceland 243 FYI 244 Disney Junior 245 Weatherscan Local 248 ESPNews 253 American Heroes Channel 255 Outdoor Channel 257 NBA TV 259 NHL Network 260 TVG 261 CBS Sports Network 266 Tennis Channel 269 MLB Network 271 fuse 272 Nick Music 273 MTV2 274 Centric 275 BET Soul 276 CMT Music 277 MTV Classic 278 FX Movie Channel 279 Great American Country 280 BET Jams 281 LOGO 286 ESPNU 326 Starz Encore 599 NBA TV 686 Mnet 705 NBC Universo 710 Univision Deportes Network 711 Tr3s 719 Galavision 783 AXS TV 785 Starz Encore HD 792 Disney XD HD 793 Fuse HD 796 ESPNews HD 797 FYI HD 798 IFC HD 822 NHL Network HD 838 Tennis Channel HD 855 Spike TV HD 856 CBS Sports Network HD 857 OWN HD 866 Science Channel HD 900 ESPNU HD 904 MGM HD 910 Viceland HD 911 Destination America HD 913 NBA TV HD 914 MLB Network HD 915 Ovation HD 922 Nat Geo Wild HD 928 SEC Network HD	SPORTS ENTERTAINMENT PACKAGE 126 Crime and Investigation 127 Military History Channel 128 SportsNet NY (OOM) 130 Comcast SportsNet Chicago (OOM) 133 Comcast SportsNet Bay Area (OOM) 135 ESPN Goal Line 136 The Sportsman Channel 192 beIN Sports (English) 194 PAC 12 195 Outside TV 213 Turner Classic Movies 248 ESPNews 255 Outdoor Channel 257 NBA TV 258 ESPN Classic 259 NHL Network 260 TVG 261 CBS Sports Network 262 FCS Atlantic 263 FCS Central 264 FCS Pacific 265 NFL Network 269 MLB Network 282 CMT 285 Big Ten Network 286 ESPN 287 NFL RedZone 599 NBA TV 715 NFL Network 726 beIN Sports (Spanish) 796 ESPNews HD 822 NHL Network HD 853 NFL Network HD 856 CBS Sports Network HD 864 CMT HD 885 Big Ten Network HD 899 NFL RedZone HD 900 ESPNU HD 903 Turner Classic Movies HD 913 NBA TV HD 914 MLB Network HD	MUSIC CHOICE® 501 Music Choice Hit List 502 Music Choice Max 503 Music Choice Dance/EDM 504 Music Choice Indie 505 Music Choice Hip-Hop and R&B 506 Music Choice Rap 507 Music Choice Hip-Hop Classics 508 Music Choice Throwback Jamz 509 Music Choice R&B Classics 510 Music Choice R&B Soul 511 Music Choice Gospel 512 Music Choice Reggae 513 Music Choice Rock 514 Music Choice Metal 515 Music Choice Alternative 516 Music Choice Adult Alternative 517 Music Choice Rock Hits 518 Music Choice Classic Rock 519 Music Choice Soft Rock 520 Music Choice Love Songs 521 Music Choice Pop Hits 522 Music Choice Party Favorites 523 Music Choice Teen Beats 524 Music Choice Kidz Only! 525 Music Choice Toddler Tunes 526 Music Choice Y2K 527 Music Choice 90's 528 Music Choice 80's 529 Music Choice 70's 530 Music Choice Solid Gold Oldies 531 Music Choice Pop & Country 532 Music Choice Today's Country 533 Music Choice Country Hits 534 Music Choice Classic Country 535 Music Choice Contemporary Christian 536 Music Choice Pop Latino 537 Music Choice Musica Urbana 538 Music Choice Mexicana	539 Music Choice Tropicales 540 Music Choice Romances 541 Music Choice Sounds of The Seasons 542 Music Choice Stage & Screen 543 Music Choice Soundscapes 544 Music Choice Smooth Jazz 545 Music Choice Jazz 546 Music Choice Blues 547 Music Choice Singers & Swing 548 Music Choice Classical Masterpieces 549 Music Choice Easy Listening 550 Music Choice Light Classical PAY-PER-VIEW 399 In Demand HD 401-402 Home Theater 435 Penthouse TV 451 Playboy 452 Juicy 453 VIVID 457 TEN 458 XTSY 459 Hustler 800 In Demand HD SPORTS PAY-PER-VIEW 600 NBA LP PRE 601-610 NBA TEAM 1-10 612 TEAM HD 621-634 MLB-NHL GAME 635 GAME HD 636 GAME 2 HD/TEAM HD DIGITAL PREMIUM 301 HBO 302 HBO2 303 HBO Signature 304 HBO Family 305 HBO Comedy 306 HBO Zone 307 HBO Latino 321 Starz 322 Starz Edge 323 Starz InBlack 324 Starz Kids & Family 325 Starz Cinema 327 Starz Comedy 338 5 StarMAX 339 OuterMAX	340 MovieMAX 341 Cinemax 342 MoreMAX 343 ActionMAX 344 ThrillerMAX 361 Showtime 362 Showtime 2 363 Showtime Showcase 364 Showtime Extreme 365 Showtime Beyond 366 Flix 381 The Movie Channel 382 TMC Xtra 451 Playboy Channel* 773 HBO Latino HD 775 HBO Zone HD 868 Cinemax HD 870 HBO HD 871 HBO2 HD 875 Starz HD 877 Showtime HD 878 Showtime 2 HD 880 Showtime Extreme HD 883 TMC HD 884 TMC Xtra HD INTERNATIONAL CHANNELS** 134 Willow Plus 679 Rai Italia 680 TV Globo 681 SIC International 682 PFC 685 Willow Plus 688 TV5MONDE 701 Zee TV 702 CTI-Zhong Tian 703 RTN XFINITY TV LATINO 641 TBN Enlace USA 642 Telefe Internacional 643 TeleFormula 644 Pasiones 645 TV Chile 646 Nuestra Tele 647 VideoRola 648 Fox Life 649 TVE East 650 TV Venezuela 652 Telehit 653 Ritmoson Latino 654 Bandamax 655 De Pelicula 656 De Pelicula Clasico 657 SUR Peru 658 VME Kids 659 Canal SUR 660 Once Mexico	661 Multimedios Television 662 Mexicana 666 HITN 667 Cinema Dinamita 668 EWTN Espanol 670 Ecuavisa Internacional 673 Caracol TV 674 Canal 52MX 675 CineSony 678 LAS 704 Supercanal Caribe 705 NBC Universo 706 Discovery en español 707 Cine Latino 708 FOX Deportes 709 CNN en Espanol 710 Univision Deportes Network 711 Tr3s 712 Viendo Movies 713 Cine Mexicano 716 History en espanol 717 WAPA America 719 Galavision 720 ESPN Deportes 722 BabyFirst TV (Spanish) 723 CentroAmericana 725 Discovery Familia 726 beIN Sports (Spanish) 727 UniMas West 728 Univision West 757 Television Dominicana
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Some restrictions apply. Not all programming is available in all areas. Digital capable equipment is required to receive any channel. High-definition capable equipment is required to receive high-definition channels. Additional equipment fees may apply. Channel Lineup subject to change. ©2016 Comcast. All rights reserved.

*A subscription to Playboy Channel digital service is required to receive this channel.

**Available for individual purchase only.

*** Available in Exeter and Nottingham only.

Music Choice - A minimum subscription to Limited Basic and a digital converter required to receive these channels.

SA8GF1CN



Russ Dean <rdean@exeternh.gov>

Fwd: Dangerous intersections at either end of Columbus Avenue and speeding cars in neighborhood

Nancy Belanger <nbelanger@exeternh.gov>

Fri, Nov 18, 2016 at 12:38 PM

To: Russ Dean <rdean@exeternh.gov>

Fyi

----- Forwarded message -----

From: "Melanie Sage" <melsage72@gmail.com>

Date: Nov 18, 2016 12:31 PM

Subject: Dangerous intersections at either end of Columbus Avenue and speeding cars in neighborhood

To: <nbelanger@exeternh.gov>, <dchartra@rcn.com>, <dclement43@comcast.net>, <ASurman@exeternh.gov>

Cc: "Nelson, Peter A." <pnelson@exeter.edu>

Dear Messrs. Chartrand and Clement and Mss. Belanger and Surman--

Good afternoon. My name is Melanie Nelson, and my family and I live at 9 Columbus Avenue here in Exeter. We moved to Exeter from Western Massachusetts in early June of this year. We love our neighborhood as well as our proximity to Exeter's vibrant and historic downtown.

I write to you today for two reasons: to express concern, and to ask for your assistance in helping to resolve the problem that is the source of that concern.

The concern(s):

I am a freelance writer who works from home. Because I have flexibility in my work schedule, I am able to take the family dog out for several walks each day. During these walks, we generally cover Columbus Ave., Spruce Street (both the one-way portion and the two-way portion), Winter Street, and sometimes Washington Street. Spending this much time out in the neighborhood each day, I have noticed two issues that cause me great concern. One is the incredibly treacherous intersections at either end of Columbus Avenue. As I am sure you know, these intersections, both of which are four-way intersections, do not have stop signs for all four drivers coming into them. The side closest to Front Street (near the Exeter Bowling Lanes) has two stop signs. The other side, closest to Route 27, has three. Both intersections also have poor visibility caused either by high fencing or telephone poles.

The second concern, which I feel is linked to the poorly engineered intersections described above, has to do with what I would describe as chronic speeding of vehicles using Columbus Avenue and Washington and Winter Streets. Because drivers coming over from Front Street are not forced to stop prior to continuing onto Winter Street or Columbus Ave., they tend to gain speed and to drive far too quickly down our residential streets. Add to this the fact that we have no sidewalks along either side of Columbus Avenue, thus making it incredibly unsafe to walk up or down our street.

There are risks, and very significant ones, I feel, to both drivers and pedestrians who use any of the aforementioned streets. Moreover, while I am not a litigious individual, others are, and I think that if a bad, or even fatal, accident were to occur along these streets or at one of the two intersections I have described, the person or families involved could build a viable case based on town negligence.

A call for your assistance:

I would like to ask for your help in launching a formal study of the streets and intersections described above with the end goal of re-engineering the two intersections at either end of Columbus Avenue; of installing speed bumps along Washington and Winter Streets and Columbus Avenue; and of installing sidewalks on one or both sides of the entire length of Columbus Avenue.

I would be willing to help with any of this in any way that makes sense, and I am willing to work hard to bring it to fruition.

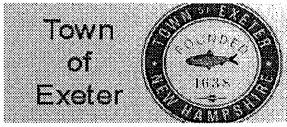
11/21/2016

Town of Exeter, NH Mail - Fwd: Dangerous intersections at either end of Columbus Avenue and speeding cars in neighborhood

Thank you for reading this email. I look forward to partnering with you to make this neighborhood of Exeter a safer and more pedestrian-friendly area.

With gratitude,

Melanie Nelson
(413) 320-9324



Russ Dean <rdean@exeternh.gov>

COAST Bus Stop

David Sharples <dsharples@exeternh.gov>

Mon, Nov 21, 2016 at 9:55 AM

To: Kevin Smart <ksmart@exeternh.gov>

Cc: Russ Dean <rdean@exeternh.gov>, Jennifer Perry <jperry@exeternh.gov>

Hi Kevin,

The HDC voted 3-1 to approve the location of the bus shelter in front of the Town Office with the following caveat: The shelter shall be moved up the hill as much as possible but not on the other side of the pole. As you may know, there is a buried conduit that runs from the Town Office to the Town Hall which is probably about 4-5 feet from where the pad is currently marked in orange. The next step is for me to ask Jay to mark out this conduit. Once that is done then I can mark out the area for dig safe. However, there isn't any reason to do this unless we think there is a possibility to get the pad installed this year. Thoughts?

Thanks,

Dave

The Town of Exeter

Cordially invites you to our

HOLIDAY RECEPTION

Tuesday, December 13th

4:00 p.m. to 6:00 p.m.

In recognition and appreciation for your service to the Town of Exeter, the Board of Selectmen and the Town Manager would like you to invite you to a holiday reception.

Please come and enjoy festive holiday music, delightful hors d'oeuvres and celebrate the season with friends and colleagues.

Town Hall
9 Front Street
Exeter, New Hampshire

Please R.S.V.P. by December 7th
Sheri Riffle at
sriffle@exeternh.gov
(603) 773-6102

THE STATE OF NEW HAMPSHIRE

JUDICIAL BRANCH

NH CIRCUIT COURT

COUNTY OF ROCKINGHAM

10TH CIRCUIT – DISTRICT DIVISION - BRENTWOOD

Town of Exeter Planning Office v. Katherine Holmes

Case No. 435 – 2016 – CV – 104

ORDER

A hearing was held on September 20, 2016, on the Town of Exeter Land Use Citation charging that the defendant was in violation of the town zoning ordinance for a use not permitted in a R –2 Single-Family Residential Zoning District pursuant to Article 4 Table 2.4 Schedule I: Permitted Uses. The town alleges that the defendant was operating a “junk yard” as defined in the zoning ordinance Section 2.2 .40, which defines a junk yard to include an area of land primarily used for the outside storage of used and discarded materials. Based on the evidence presented, the court makes the following findings and orders.

The credible evidence established that the Town received a number of complaints beginning in 2014 regarding the condition of the defendant’s property at 3 Sanborn St., which was cluttered with numerous used and discarded building materials, household furnishings, machinery, and other miscellaneous debris, located in various portions of the outside of any buildings on the premises.

The Town served a notice of violation on the defendant dated June 7, 2016, requesting corrective action to remove the enumerated items from the premises. The town served a final notice of violation dated July 11, 2016, to remove the enumerated items no later than July 26, 2016. No action was taken by the defendant to attempt to comply with the notices. As a result, the town filed the land use citation.

The credible evidence also established that the defendant had not taken any action to comply with the notices as of the date of the hearing on September 20, 2016.

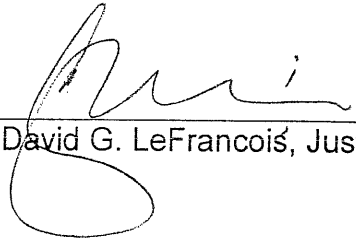
The defendant established no defense to the citation. Defendant argued that her property was not a “junk yard business”. The zoning ordinance defines junk yard not only as a junk yard business but as any area of land primarily used for outside storage of used and discarded materials.

Accordingly, the plaintiff has established that the defendant is in violation of the Town of Exeter Zoning Ordinance by failing to remove the enumerated items from her property pursuant to the Town notices. The land use citation requests a civil penalty of \$2750, representing a maximum \$275 per citation for a first offense and \$550 per citation for subsequent offenses, for each day the violation continues, in accordance with RSA 676:17 I. The court imposes the civil penalty of \$2750 with \$275 to be paid within 10 days of the issuance date of this order, and the balance of \$2475 to be suspended for a period of one year, conditioned on the defendant removing the enumerated items to come into compliance with the zoning ordinance within 60 days of the issuance date of this order, unless the town agrees to a later date for compliance.

So Ordered.

November 15, 2016

Date



Hon. David G. LeFrancois, Justice

Families First

support for families...health care for all

October 27, 2016

Selectmen
Town of Exeter
10 Front St
Exeter, NH 03833

Dear Selectmen,

Families First Health & Support Center (legal name: Families First of the Greater Seacoast) is pleased to acknowledge receipt of the Town of Exeter's check in the amount of \$1,250 on October 17, 2016.

All of us at Families First are grateful for the support of the Town of Exeter. Thank you.

Sincerely,


Helen B. Taft
Executive Director

RECEIPT

Contribution Amount: \$1,250.00
Check #: 35375
Date: 9/30/2016

Families First is a 501(c) 3 tax exempt, not-for-profit organization; EIN #22-2757341.