

Select Board Meeting  
Monday April 13, 2026  
7 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Nancy Belanger, Julie Gilman, Dan Chartrand, and Interim Town Manager Melissa Roy were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Police Department - Swearing In

Mr. Papakonstantis and Police Chief McCain introduced Bailey Boucher, Ryan Overy, Blake Dunlap, and Jeff Gilman, and Town Clerk Andie Kohler then swore them in as Officers.

3. Public Comment

- a. There was no public comment at this meeting.

4. Proclamations/Recognitions

- a. There were no proclamations or recognitions at this meeting.

5. Approval of Minutes

- a. Regular Meeting: March 30, 2026

**MOTION:** Ms. Belanger moved to table the minutes of March 30, 2026 until the next meeting. Mr. Chartrand seconded. The motion passed 5-0.

6. Appointments

- a. There were no appointments made at this meeting.

7. Discussion/Action Items

- a. Public Hearing – Utility Credits Acceptance – Parks and Recreation

Mr. Papakonstantis read the notice of public hearing:

*Notice of Public Hearing Pursuant to RSA 31:95-b,III(a) Notice is hereby given that the Select Board of the Town of Exeter will hold a public hearing in the Nowak Room, 10 Front Street, Exeter beginning at 7:00 PM on the 13th day of April 2026, for the purpose of complying with the provisions of RSA 31:95-b,III(a) for the following: Acceptance of NH Saves rebate check in the amount of \$21,575.67 granted to the Town of Exeter for renovations of 10 Hampton Road.  
Dated: April 7, 2026*

**MOTION:** Ms. Belanger moved to open the public hearing. Ms. Gilman seconded. The motion passed 5-0.

Parks & Recreation Director Greg Bisson and Finance Director Corey Stevens were present for this discussion.

Ms. Roy said as part of the 10 Hampton Road project, Parks and Rec secured a CDFR grant. We needed matching funds for that grant. Part of our initial budget had potential for utility rebates, but we didn't expect a cash rebate. We received a check for \$21,000. Typically when we get unanticipated revenues they go to the General Fund, but we would like the Select Board to consider putting it back in the Rec Revolving Fund. Some of the match came out of the Rec Revolving Fund. Also, some items in the project, such as sound-proofing, weren't grant-eligible, so they came out of the fund. Ms. Roy said she and Mr. Stevens have different opinions, but both are legal and allowable.

Mr. Stevens said the General Fund carries the debt service for 10 Hampton Road, but whether it goes into the General Fund or Rec Revolving is fine with him.

Ms. Gilman asked if it could be split. Ms. Roy said the proposal is to put it in Rec Revolving. Mr. Bisson said \$125,000 came out of the Rec Revolving account for this project. Ms. Roy said that money is made from fees for programs. They're continuing to put money from that fund into the building. They paid for soundproofing and two other rooms need it. They paid for the overage on the paving budget.

Mr. Papakonstantis asked what the Rec Revolving Fund balance is now, and what they anticipate from Summer Camp. Ms. Roy said as of 12/31/2025, the Rec Revolving Fund was at \$157,000. We currently have \$26,000 in impact fees available. The annual debt service payment on 10 Hampton Road is \$157,000, which is paid from the General Fund. Mr. Papakonstantis asked what the average balance is. Ms. Roy said it's \$100,000 to \$200,000 depending on the time of year. Mr. Bisson said last year's payroll for camp was close to \$275,000.

Mr. Papakonstantis observed that we didn't have a Rec Revolving fund article on the warrant this year.

**MOTION:** Ms. Belanger moved to accept the NH Saves Rebate Checks totaling \$21,575.67 for the renovation of 10 Hampton Road and to allocate these funds back to the Recreation Revolving Fund. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to close the public hearing. Ms. Gilman seconded. The motion passed 5-0.

b. Philips Exeter Academy Update

PEA Principal William Rawson was present to give an update. Dr. Rawson said this will be his last update as Principal, as he is retiring.

Dr. Rawson said they're updating the main academy building, which has never been renovated. It was expected to take two years in phases but we moved all instruction out of the building and it should only take a year and be ready in September. The Assembly Hall may not be ready by then. When it's completed, it will be a pleasure to invite the community in. There is construction

on Court Street on the west side of the gym for a four-lane swimming pool that will have a shallow end for swimming instruction. His last day as Principal is June 30; Jenny Karlen Elliot will be the new Principal.

Mr. Papakonstantis thanked Dr. Rawson for his involvement with the town. Mr. Chartrand thanked Dr. Rawson for bringing PEA staff member Mark Leighton to town so he could serve as the Chair of the Facilities Committee and Dr. Rawson himself for his work with the town.

Ms. Roy said PEA allows staff and faculty a certain number of volunteer hours per year and they've given lots of hours to Parks and Rec.

Ms. Belanger said PEA went above and beyond to keep the students and the town safe during Covid, as well as continuing to patronize local businesses.

Ms. Gilman mentioned that the Davis Building has been nominated for a preservation award.

c. Credit Card Policy Approval

Finance Director Corey Stevens was present for this discussion. Mr. Stevens said the Town has not had a credit card policy in place. With the move to our new banking partner, we are planning to transition our credit card partnership, and he wants to have a policy in place. He worked with Ms. Roy and the Departments on this, and is now presenting it to the Select Board.

Ms. Gilman asked if point 4F, regarding the purchase of food or meals, is limited to Parks and Rec. She said when the Planning Department or Public Works does listening sessions, they might get more people if there were treats. Mr. Stevens said he wanted to capture what happens now. Ms. Roy said 4F isn't about food, it's about alcohol and entertainment. As long as it's for a Town event, that's all covered. Parks and Rec, and possibly Chamber, does alcohol purchasing. Powderkeg is a big economic development event, and we didn't want to hurt Parks and Rec. Ms. Belanger said Pam McElroy puts together events like the holiday party. Mr. Stevens said he thinks sentence 2 in F is calling out that the purchase of alcohol or entertainment is prohibited other than for Parks and Rec. Food is different. Mr. Bisson said the only times we would purchase alcohol [on the credit card] is if we had a wine tasting for the Seniors with their lunch. Powderkeg is all paid for by the Chamber of Commerce. Ms. Belanger asked if we will make an exception for Senior events. Mr. Bisson said sometimes we get small samples or have alcohol tastings when we go out to lunch.

Mr. Chartrand said he doesn't have a problem with this policy because he knows that the Finance Department is on it.

Ms. Gilman said it says the credit card points would go to the town, what would we do with those points? Mr. Stevens said we don't have a credit card that does points. If we did, it would likely be a credit on the bill.

Ms. Belanger said she likes that each holder of the credit card has to sign a contract.

Mr. Stevens said he won't implement this immediately. As people sign, it will be incumbent upon them to follow it.

Mr. Papakonstantis asked about the adoption date for the motion. Mr. Stevens said immediately. Within the next 30 days everyone will have a new card and be covered by the policy.

**MOTION:** Ms. Belanger moved to adopt the Town of Exeter Policy 2026-01, the Credit Card Policy, effective immediately. Mr. Chartrand seconded. The motion passed 5-0.

d. Select Board Board/Committee/Commission Representation Re-Organization

Ms. Gilman said she will stay on all of her committees. She asked if she could be the alternate for the Facilities Committee instead of Mr. Papakonstantis. The Board agreed.

Mr. Papakonstantis said regarding the E911 Committee, we moved Selectwoman Cowan off of that. He's happy to continue with that committee.

Mr. Chartrand agreed to continue with his groups.

Mr. Papakonstantis agreed to take the alternate position for Rec Advisory from Ms. Cowan.

Mr. Chartrand agreed to be the alternate for River Advisory.

Mr. Papakonstantis agreed to be the alternate for Sustainability.

Mr. Papakonstantis will stay with the Tree Committee.

Ms. Belanger will stay with the Arts and Culture Committee.

Ms. Gilman will stay with the Tax Exemption Committee.

Mr. Papakonstantis will stay with the Pairpoint Park Committee, and Ms. Belanger will be the alternate.

Ms. Gilman will stay with the 250th Committee. She said she has missed most of the meetings but Mr. Papakonstantis said he doesn't think that's a problem.

Mr. Papakonstantis said these changes will be effective immediately.

8. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

**MOTION:** Ms. Belanger moved to approve an All Veterans Credit for 47/8/2432, 104/79/222, and 104/79/136 in the amount of \$500 each for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Veterans Credit for 80/6/31 and 104/79/16 in the amount of \$500 each for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Veterans Credit for 96/2/6 in the amount of \$2,500 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve an Elderly Exemption for 104/79/510, 104/79/14, and 104/79/212 in the amount of \$198,000 each for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve an Elderly Exemption for 87/14/7B in the amount of \$238,000 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve an Elderly Exemption for 32/12, 104/79/136, and 11/15 in the amount of \$307,000 each for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Disability Exemption for 104/79/703 and 104/79/113 in the amount of \$125,000 each for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve an Abatement for 110/2/33 in the amount of \$231.00 for tax year 2025. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve an Abatement for 110/2/83 in the amount of \$271.00 for tax year 2025. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Charitable Exemption for 97/23/E in the amount of \$24,200,000 for tax year 2026. Ms. Gilman seconded. Mr. Chartrand recused himself from this vote. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve a Charitable Exemption for 87/36/E in the amount of \$812,000 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Charitable Exemption for 86/8/1 in the amount of \$240,100 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Charitable Exemption for 86/8/2 in the amount of \$239,400 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Charitable Exemption for 18/3/EX in the amount of \$455,300 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Religious Exemption for 91/35/E in the amount of \$1,342,900 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Religious Exemption for 69/3/13 in the amount of \$667,700 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Religious Exemption for 73/299 in the amount of \$2,246,100 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Religious Exemption for 73/300 in the amount of \$1,668,900 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve a Religious Exemption for 73/5 in the amount of \$564,100 for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve an Educational Exemption for 86/11/11 and 86/11/15 in the amount of \$119,300 each for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to approve an Educational Exemption for 86/11/12 and 86/11/14 in the amount of \$116,600 each for tax year 2026. Ms. Gilman seconded. The motion passed 5-0.

b. Permits & Approvals

i. Dan Healy Concession Stand Ceiling and HVAC Approval

Parks & Recreation Director Greg Bisson was present to discuss this request to expend from the Rec Revolving Fund. Mr. Bisson said we've done extensive work at the Dan Healy pool. Currently the concession area is ServSafe certified, but this change will keep it safer and cleaner. We're asking to add a mini split because this area can be 90-95 degrees which strains our appliances and our employees. This would be similar to what we have at 10 Hampton Road, which could be wifi enabled for monitoring. We got three quotes, but we recommend MCP HVAC of North Hampton, who also did the project at 10 Hampton Road. Also recommended was putting in a drop ceiling. We have high wind storms and the soffits are all screened so debris is blown in. This would create a heat barrier to prevent cold air from escaping as well as keeping particles out. We got three quotes. Mike Wissler on the Rec Board has worked with Honorable Dimensions of Rochester before and said they're very good.

**MOTION:** Ms. Belanger moved to authorize the Parks and Recreation Department to contract with MCP HVAC for \$6,925 from the Recreation Revolving Fund to install a Mini Split System in the Dan Healy Concession Stand. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to authorize the Parks and Recreation Department to contract with Honorable Dimensions, LLC for the installation of the drop ceiling in the Dan Healy Concession Stand for \$1,975.00 from the Recreation Revolving Fund. Ms. Gilman seconded. The motion passed 5-0.

ii. Contract Award for Groundwater Supply Improvements

Public Works Director Steve Cronin and Water/Sewer Advisory Chair Bob Kelly were present to discuss this item. Mr. Cronin said there

are two projects: one for construction and one for construction phase engineering services. At the March 30 meeting, the Select Board read two bids, from N. Granese and Sons and NE Earth Mechanics. After review, both bids were found to be complete and contain no errors. We contacted references for both and that affirmed their quality of work. Both were within the estimated range. N. Granese and Sons was the lowest apparent bidder, including base bid and add-ons 1 and 2. Given the magnitude of this project, we referred the bids to the Water Sewer Advisory Committee for Review.

Mr. Kelly said we deliberated on these at the meeting last week. Granese was the apparent low bidder. For schedule A, they were significantly less than the other bidder and the estimate, but they've assured us there are no issues and they're comfortable with their bid. The committee voted 3-0 to accept the N. Granese bid.

Mr. Cronin said Granese has done contract work for us before, and we've found them responsible and good to work with. We talked at length about the scope of work and they felt very comfortable with their submission.

Ms. Belanger said Granese worked with us during the siphons project. Mr. Cronin said this is a different project and we understand the ground here better than we did for the siphons project.

**MOTION:** Ms. Belanger moved to award a contract to N. Granese & Sons, Inc. for the Groundwater Supply Improvements Project in the amount of \$3,877,750, and to further authorize the Interim Town Manager or their designee to sign the associated contract documents. Ms. Cowan seconded. The motion passed 5-0.

iii. Contract Award for Construction Phase Engineering Services for the Groundwater Supply Improvements Project

Mr. Cronin said this would provide a full-time onsite project representative for the Groundwater Supply Improvement Project to protect the town's interests.

**MOTION:** Ms. Belanger moved to award a contract to Underwood Engineers, Inc. for Construction Phase Engineering Services for the Groundwater Supply Improvements Project in the amount of \$510,000, and to further authorize the Interim Town Manager or their designee to sign the associated contract documents. Ms. Cowan seconded. The motion passed 5-0.

iv. Outdoor Dining Permit Fee Waiver Request

Ms. Roy said The Inn by the Bandstand made significant improvements to the paving between their property and the Town Offices, and are asking if the Select Board would consider waiving the \$100 fee.

The Board had no objections to waiving the fee.

**MOTION:** Ms. Belanger moved to approve the Outdoor Dining Permit fee waiver request of Mr. Jaime Lopez, The Inn by the Bandstand/Ambrose Restaurant, and hereby waive the 2026

Outdoor Dining Permit Fee of \$100.00, as prorated for May 1 through October 31, 2026. Ms. Cowan seconded. The motion passed 5-0.

v. Pairpoint Park Donation Acceptance – Corey Stevens

Mr. Papakonstantis said this group is close to meeting their goal of \$40,000 and are moving forward with an RFP for a surveyor.

**MOTION:** Ms. Belanger moved to accept the donations received during the month of March 2026 totaling \$13,017.00 for the design and construction of Pairpoint Park and direct the funds to be held by the Trustees of Trust funds in the Pairpoint Park Fund. Disbursement of the funds shall be made by authorization of the Town Manager for the purpose of designing and/or constructing Pairpoint Park. Ms. Cowan seconded. The motion passed 5-0.

c. Town Manager’s Report

- i. Ms. Roy attended an ICMA conference last week. It was mostly focused on how public government can use AI responsibly.
- ii. She would like to ask if the Board could consider a Select Board meeting on Thursday May 14 because the Board needs to sign the tax warrant before it goes out. The Board agreed.
- iii. She continued with the leadership meetings to prepare for the transition of the new Town Manager.
- iv. The Town is starting the CIP and budget processes.
- v. Ms. Belanger asked about the street sweeper. Ms. Roy said we may need to try something different for that item or not put it on.
- vi. Mr. Papakonstantis said he’s asked Ms. Roy to work with Mr. Cronin and CSX to come to a future meeting about the bridge.
- vii. Mr. Papakonstantis said when Mr. Cohen is on board, we’ll want to update town policies.
- viii. Mr. Papakonstantis asked Mr. Stevens to take a look at what our energy costs have been over the last few months to see if there have been significant increases. Ms. Roy said our fuel prices are set.

d. Select Board Committee Reports

- i. Ms. Gilman had no report. She mentioned that the dashboard is up and running for the solar array, and you can see how much electricity is being generated. She also gave an update on State issues.
- ii. Ms. Belanger attended a Planning Board meeting where they recommended the Complete Streets guidelines to come to the Board. The Citizens Advisory Committee was removed from this proposal. Willey Creek, case #22-3, settled before the meeting.
- iii. Ms. Cowan had no report.
- iv. Mr. Chartrand said he attended the Compost Subcommittee of Sustainability Advisory; they’re trying to figure out ways to build the composting program. The full Sustainability Advisory Committee met that evening. He also attended a Water and Sewer Advisory meeting; Pam

helped arrange an additional short meeting for more time to review the bids. He participated in a trail walk with the Conservation Commission members in the Town Forest.

- v. Mr. Papakonstantis said he missed the Pairpoint Park meeting because they changed the date to get a quorum. He was at a Webelo scouts event to talk about democracy and local government. They asked a lot of good questions. He met with Melissa and Corey for their weekly meeting and met with Mr. Cohen on Friday to talk about Exeter. He will be back on Friday to talk with Melissa and Corey.

e. Correspondence

- i. Mr. Cohen's contract and cover letter
- ii. NHMA Legislative Bulletin

9. Review Board Calendar

- a. The next meetings are April 27, May 4, May 18, June 1, June 15, June 29, July 13, July 27, August 10, and August 24. There will be a special meeting May 14 at 8:15 AM. Mr. Cohen starts May 26; his first Board meeting will be June 1. Next Monday April 20 at noon outside Town Hall, the 250 Commission will be raising the 250 Flag. Students from local schools and speakers will be present.
- b. Ms. Belanger asked if there can be updates in the packet on big 250 events. Ms. Roy said yes. Although the 250 Committee is hosting most of the summer events, the others are in partnership with other groups.

10. Non-Public Session

- a. There was no non-public session at this time.

11. Adjournment

**MOTION:** Ms. Belanger moved to adjourn. Ms. Cowan seconded. The motion passed 5-0 and the meeting was adjourned at 8:40 PM.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary