

Select Board Meeting
Monday, April 23rd, 2018, 6:30 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Board Interviews – Recreation Advisory Board, ZBA
3. Bid Openings
4. Public Comment
5. Minutes & Proclamations
 - a. Proclamations/Recognitions
6. Approval of Minutes
 - a. Special Meeting: April 2nd, 2018
 - b. Regular Meeting: April 9th, 2018
 - c. Special Meeting: April 13th, 2018
 - d. Special Meeting: April 16th, 2018
7. Appointments
8. Discussion/Action Items
 - a. Quarterly Financial Report - Finance
 - b. Fire Department Staffing Proposal - Paramedics
 - c. Swasey Parkway Turnaround Discussion
 - d. Communications Committee Charge
 - e. Board and Committee Appointments
 - f. Accept Household Hazardous Waste 2018 Grant
9. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Select Board Committee Reports
 - e. Correspondence
10. Review Board Calendar
11. Non-Public Session
12. Adjournment

Julie Gilman, Chairwoman
Select Board

Posted: 4/20/18 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



Town Memo

Date: April 20, 2018

To: Select Board

From: Sheri Riffle

The following people recently applied to serve on town committees and have been scheduled for a brief interview on Monday, April 23rd.

Recreation Advisory Committee:

6:30 p.m. - Brinn Sullivan

6:35 p.m. - Mike Wissler

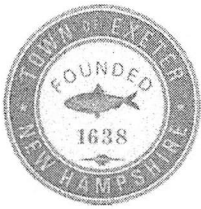
6:40 p.m. - Valerie Castonguay

6:45 p.m. - Dan Provost

6:50 p.m. - Anne Torrez

Zoning Board of Adjustment:

6:55 p.m. - Chris Merrill



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Statement of Interest Boards and Committee Membership

Committee Selection: Recreation Advisory Board

New

Re-Appointment

Regular

Alternate

Name: Brinn Sullivan Email: brinnmargaret@yahoo.com

Address: 44 Hampton Falls Rd., Exeter Phone: 603.767.2697

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (*resume can be attached*).

As a parent of four children in Exeter, as well as a senior center manager for the City of Portsmouth, I feel that I could bring a skill set of youth, multi-generational and senior programming ideas to the board. Additionally I am committed to seeing the Exeter Recreation Dept grow and continue with the renovation and expansion project.

Exeter is a wonderful place to live and I firmly believe that the Recreation Dept is a major asset to this community.

I believe it is time for more community involvement to see programs grow and to get more investment from residents on the services that the Rec provides.

--Bio attached.

If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

I understand that: 1. this application will be presented to the Exeter Selectboard only for the position specified above and not for subsequent vacancies on the same board; 2. The Town Manager and Selectboard may nominate someone who has not filed a similar application; 3. this application will be available for public inspection.

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Selectmen
- Following the interview the Board will vote on your potential appointment at the next regular meeting
- If appointed, you will receive a letter from the Town Manager and will be required to complete paperwork with the Town Clerk prior to the start of your service on the committee or board.

I certify that I am 18 years of age or older:

Signature: Brinn Sullivan

Date: 4/10/18

Brinn Jennison Sullivan

As the Senior Services Supervisor for the City of Portsmouth, Brinn manages a Senior Activity Center and works in partnership with various agencies to provide healthy activities and resources seniors in the Seacoast region. She is President of the board for the NH Association of Senior Centers and most recently worked to certify the City of Portsmouth as the first Dementia Friendly Community in New Hampshire.

For 10 years prior, Brinn was a program coordinator for the City of Rochester, NH Department of Recreation & Arena designing and implementing programs for people of all ages. Brinn started her career in Boston at the New England Aquarium as a volunteer manager supporting 300 volunteers donating over 100,000 hours of service annually. Additionally, she volunteers her time as a Marine Mammal Rescue Team volunteer for the Seacoast Science Center. Originally from Cape Cod, Brinn moved to New Hampshire in 1999 and lives in Exeter with her husband and 4 children.

Thanks for your consideration.
- Brinn



Town of Exeter
Town Manager's Office
10 Front Street, Exeter, NH 03833

Statement of Interest Boards and Committee Membership

Committee Selection: Recreation Advisory Board

New

Re-Appointment

Regular

Alternate

Name: Mike Wissler Email: wiss774@gmail.com

Address: 27 Old Town Farm Road Phone: 778-4933

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (*resume can be attached*).

I have two children who have and do take part in Recreation programs in Exeter. I have coached basketball and seen the positive impact the program has on the kids.

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Signature:

Date: 4/10/18



Town of Exeter
 Town Manager's Office
 10 Front Street, Exeter, NH 03833

Statement of Interest
Boards and Committee Membership

Committee Selection: Recreation Advisory Board

New Re-Appointment Regular Alternate

Name: Val Castonguay Email: valerie.poisson@gmail.com
 Address: 2 Hobart St., Exeter Phone: 401-573-1303

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

I would love to help the Parks and Rec continue to expand and grow to reach more children. I have worked with youth in various capacities for over 15 years, as well as have two young children that utilize the Rec. The programs offered help Exeter's youth become confident, expose them to different opportunities and builds a supportive community, and I would be proud to be a small part of that.

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I certify that I am 18 years of age or older:

Signature: Valerie R. Castonguay Date: 4/10/18



Town of Exeter
 Town Manager's Office
 10 Front Street, Exeter, NH 03833

**Statement of Interest
 Boards and Committee Membership**

Committee Selection: Recreation Advisory Board

New Re-Appointment Regular Alternate

Name: Daniel A. Provost Email: dprovost@saulb.org

Address: 18 Wentworth St Phone: 603 661-7855

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

As a lifetime member of this community, teacher at Exeter High School, and parent to 3 young children who have all participated in and benefitted from activities organized by the Rec department, I am committed to helping programming grow and flourish. I believe accessible, affordable, and dynamic programming is essential to the development of the youth in our community, and I am eager to be a part of this process.

If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

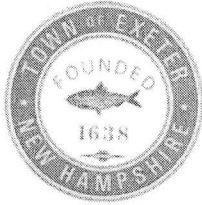
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Signature: Date: 4/10/18



Town of Exeter
 Town Manager's Office
 10 Front Street, Exeter, NH 03833

**Statement of Interest
 Boards and Committee Membership**

Committee Selection: Recreation Advisory Board

New Re-Appointment Regular Alternate

Name: Anne Torrez Email: anne@trinityparway.com
 Address: 18 Phiney Lane, Exeter Phone: 734-925-0153

Registered Voter: Yes No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

I'm interested in both learning more about the needs of the community and finding more ways to meet those needs and encourage people to take part in Rec programming. As an athletic coach, I've been involved in programming in various towns, and I believe I bring a unique perspective as well as a background which will be beneficial to the board. I'm a

If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

"transplant" to Exeter from Michigan 5 years ago and I love this town my family calls home. I would be honored to be able to serve in this way.

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I certify that I am 18 years of age or older:

Signature: [Signature] Date: 4/11/18



Town of Exeter
Boards, Commissions & Committees
Appointment Application

Committee Selection:

1st Choice: ZBA 2nd Choice: _____

Name: Christopher C. Merrill

Address: 5 Towle Ave Exeter

Email: ChrisMerrillNH@yahoo.com

Phone: 772-4857 Cell: 1-603-775-9079

Please describe your interest in serving on this committee.

It is important to me to keep up Exeter's character and integrity for the coming years

Please provide any background information that would be of interest to the Board when considering your application, including previous committee service or other relevant experience. (resume can be attached)

I have lived in Exeter almost my entire life and I care deeply about its future.

Are you aware of any conflicts that could arise affecting your service on this committee?

NO
Also have checked with my BOSS AT WORK

Are you aware of the meeting schedule and able to commit to attending regularly?

YES NO

3rd THURSDAY ~~WEDNESDAY NIGHT?~~

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Signature: Christopher C Merrill

Date: 04/05/2018

Please submit to: Town Manager, Town of Exeter 10 Front Street Exeter, NH 03833

DRAFT MINUTES

SELECT BOARD MEETING

MINUTES

April 2nd, 2018

1. Call Meeting to Order

Chairwoman Julie Gilman convened the Select Board for a special meeting at the fire station emergency management room at 5:00 p.m. Also present are Board members Molly Cowan, Anne Surman, and Kathy Corson. Town Manager Russ Dean also present, with Fire Chief Brian Comeau, and Assistant Fire Chief Eric Wilking.

The Board members gathered to hear a presentation and ask questions about the Town's Seabrook drill process. Various topics were covered including the town's prepared response to an incident. The Chiefs took questions from the members and also updated everyone on the drill happening this Wednesday April 4th, which is a FEMA graded exercise. The members also discussed the general hazard mitigation plan and updates being done now. The Board plays a role in the support and leadership along with the town manager during an event. Board members asked questions and made comments on the process.

The Board adjourned at 6:10 p.m. from the work session.

Respectfully submitted,

Russell Dean
Town Manager

Draft Minutes
Selectboard
4/9/18

1. Call Meeting

Present at tonight's meeting are Anne Surman, Kathy Corson, Julie Gilman, Molly Cowan, Don Clement, and Russ Dean. The meeting was called to order at 6:40pm by Ms. Gilman.

2. Meeting with Assessor

Joe Lessard, the Exeter town assessor, brought an appeal before the board for an industrial property owned by East Coast Ventures Inc. They had filed with the Board of Tax and Land Appeals after being denied an abatement, and there was an offer made by the town to settle the appeal for a \$250,000 reduction in the assessment. The property had been assessed at \$2,856,200. The taxpayer had paid \$3,770,000 for property when it was purchased. The taxpayer felt that the sale was not a good assessment in the property because it had increased in value by about 30% where other similar properties increased by 3%. The town decided the argument could have been perceived as credible by the BTLA, so they decided to settle. If the settlement is granted, the property would be abated for three years from 2015-2017 for about \$6,500 each year for a total of about \$19,000.

Ms. Surman asked what the assessor was able to use for comps for the property. Mr. Lessard said that there were only two sales of industrial properties: they could only use the skating rink and the property in question. They also looked at other approaches to valuation. It had also been some time since that property had been viewed, and it was improved. The biggest concern was that an argument could be made that there was "sales chasing" by the town, although he emphasized that this was not the intent.

Mr. Clement asked what the assessment was prior to 2015. Mr. Lessard said that it would have been 70% of \$2,856,000. Mr. Clement asked what the consequence would be if the BTLA ruled in favor of the property owner. The owner is looking for his assessment to only go up by 3%. Ms. Gilman said that since this would be reducing the assessment by about 10% over three years, it would be a good compromise. Mr. Lessard said that the town doesn't believe it's assessment was inappropriate. It sold in 2013 and 2015 for over 3 million dollars. He said it was possible that some other properties had been remodeled as well, but we did not see them to update the description.

The board decided to wait until the end to act on this during the other abatements.

3. Public Comment

Darius Thompson commented that he was happy that the selectboard is now a "selectboard" instead of the "board of selectmen". He acknowledged Hadley Barndollar who was reporting the meeting for the last time. He also volunteered to help out with strengthening the conflict of interest policy and the anti-harassment policy. He asked about an update for the sidewalk extension on Drinkwater Road, for the safety of kids getting off the bus. Ms. Gilman said that the conflict of interest policy is on a future agenda, and that the board will look into Drinkwater Road further with the town planner.

Ava and Craig, two high school students from Exeter, talked about organizing a student forum on gun violence, and asked permission for the fee to be waived for their sound system, and for the attendees to be able to use bathroom indoors of the town hall. Ms. Gilman said that they would need to make arrangements to use the bathrooms indoors for safety reasons, and that there are publicly accessible toilets outside.

MOTION: Ms. Cowan moved to waive the fee, and to approve the application for the Student Forum on Gun Violence in the town hall on 4/13/18. Ms. Surman seconded, and it passed unanimously.

4. Minutes/Proclamations

Ms. Cowan read a proclamation to declare April 15th-21st as Exeter Classics Week to encourage people to celebrate the classics.

This proclamation was brought to the board by the Kirtland Society at Phillips Exeter Academy. McKayla, Sophia, and Jason, students from PEA, brought this to board. Ms. Gilman asked if their activities were open to the public. The students said that PEA hosts the state forum, which is usually held in their football field. They offered to find out if it is open to the public.

MOTION: Mr. Clement moved to adopt the proclamation read by Ms. Cowan. Ms. Corson seconded, the motion and it passed unanimously.

5. Approval of Minutes

A motion on the 3rd page needed to have the amount added in.

MOTION: Ms. Surman moved to accept the draft minutes as amended. Ms. Cowan seconded the motion, and it passed unanimously.

6. Appointments

There were no appointments at this meeting.

7. Action Items

a. PEA Way Finding Signage – South Campus

Mark Leighton and Anita Bailey from Phillips Exeter Academy talked about a recent discussion of how to get people to the parking garage that was recently opened. They had developed a comprehensive signage plan with three trailblazer signs to be reviewed. The signs are all small and non-obtrusive. He gave out maps to board showing where the signs would be placed.

Ms. Corson said that the planning board was worried that people would park along Court Street, and asked how they have been directing traffic since the garage was opened. Mr. Leighton said that people are still learning, and that will get better. Ms. Bailey said that there are temporary signs that they have been putting out. Also, people familiar with the campus generally know where the parking garage is. The garage was very successful during the winter, even for the students and faculty. She also mentioned that emails are sent out occasionally asking people not to park in lots in order to clean the snow and to use the parking garage.

Gilman asked about the agreement for wayfinding to Gilman Park. Mr. Leighton said that it is part of there sign plan, and they are planning on doing that. Ms. Bailey also said they are trying to

develop a campus map, and are planning on using a map kiosk to direct people to Gilman park. Ms. Gilman said that she was expecting something more prominent than a kiosk and had hope for signage on the new building.

Mr. Clement asked if they had talked to the property owners about sign 1A-05, because it is close to their residence. Mr. Leighton said that they had not because the sign is hidden by landscaping there. Mr. Clement also asked about the sign by Little River because it leads to PEA in general instead of parking. Ms. Bailey said that the idea is to catch people's attention, and then direct them to the next sign with more information. Mr. Clement suggested another sign further down on Court Street.

Mr. Leighton said that they are also working with Google so that the parking garage's address is included on maps. Ms. Corson said that there should be an internal discussion for day students and faculty to begin parking in the garage and not on side-streets.

MOTION: Mr. Clement moved to approve the signs as requested, and that the academy coordinate with the highway department when installing the signs. Ms. Corson seconded the motion, and it passed 4-0-1 with Ms. Surman abstaining.

b. Swasey Parkway Closure

Ms. Surman said that in the last trustee meeting, she had a concern about safety in the road because the selectboard is responsible for the road, not the trustees. She got in touch with Chief Shupe about the road conditions during events. She was concerned about the liability that the town would be taking on. Ms. Gilman said that they have a schedule of events and construction. Where the loaming and seeding happens is going to be marked and roped off. She also said that there is the same liability on the parkway as any other road. Mr. Clement said that the main concern is about the continued construction and the material left around. According to the schedule, loaming and seeding is supposed to be done by May 18th. There is an event for TEAM on May 19th. Mr. Dean also pointed out that there are some other earlier events.

Jennifer Perry, the public works director, said that for the most part the pipeline is complete. The work on the main pump station will be ongoing through October of this year. Mr. Clement asked how the construction crew are accessing the site. Ms. Perry said that there will probably be one-way traffic on the parkway until October, and they have an access point. The pump station site is fenced in, but the area with loaming and seeding may only end up being flagged or staked.

Mr. Clement pointed out that most of the events are on weekends and holidays and asked if the construction is worked on at those times. Ms. Perry said that the contractor has not been working on weekends but may ask to later in order to make up for time. During farmer's markets, there will be work occurring, but the contractors will be accessing the road from the north end and will be in their own lane.

Florence Ruffner, chair of the Swasey trustees, talked about all these issues and the seeding/loaming. According to her, the contractor said they could use some kind of fencing around the area. They could also give a drawing about the best way to access for growers at the farmers market. During the music festival, the pavilion will not be used.

Dale Albert requested the board to look at the parkway for safety. He suggested having a permanent one-way road for the parkway and having a few days a week where the parkway would be completely closed to traffic (perhaps on Thursdays and Sundays). He also suggested installing speed bumps. Ms. Gilman said that speed bumps were not wanted by the fire department, but they could discuss other options. Mr. Clement also brought up the idea of having parking on both sides to slow traffic. He added that eliminating traffic on the parkway could have the effect of preventing people from accessing it, because the parkway is ½ mile long.

Jim Faber asked if this issue would be added to a future agenda. Ms. Gilman said she wrote it down on a list of things to be discussed in the future. Ms. Corson also suggested using the expertise of the town planner. Mr. Clement added that maybe the board could ask the town planner to study the parkway road safety.

Mr. Thompson asked if other events were under an MOU. Ms. Gilman said that it was not a list that guarantees approval, and that it doesn't limit the area of use for the events.

The board is okay with the road closures for the planned events and decided to ask the planner about studying the safety of the parkway and the feasibility of the suggestions that were brought up.

c. Lincoln Street Phase 2

Jennifer Perry, public works director, said that the American Excavating Corporation in Derry, NH bid \$2,633,156, which is over the construction budget by \$183,156. The selectboard has three options that public works is suggesting. Option A is to apply additional funding to the project amount using partial funding from the DOT SB-38 highway grant funding. Option B is to reduce the scope of the project by eliminating some streetscaping such as changing sidewalks to asphalt, changing bollards to unlit, removing benches, etc. Option C is to send the project out to bid again. Public works had conversations with other planholders about why they didn't bid and were told that many had scheduling issues or were too busy. However, rebidding would prolong the project more and they would not be able to guarantee receiving a cheaper bid. DPW is recommending going with option A and applying some of the SB-38 grant funding. The department is also open to combining A and B together.

Mr. Dean said that the construction schedule would begin at the end of May or early June if the board approved it. Ms. Gilman asked if there were other projects to use the DOT grant money for. Ms. Perry said that potentially sidewalk work could be done, but there have been no formal discussions. She also said that there is no contingency for this project right now, so they would want to wait until the project is complete to use the remaining grant money. Mr. Dean added that a lot of the elements of this project have come from public opinion. Ms. Corson thinks it would be a shame to not follow all aspects of the plan, because it would create a new public space.

Mr. Clement expressed disappointment that the project was overbudget. He wanted to bring the scope of the project down and bring it back to the voters. He also did not want to use the grant money for this because it is an already approved project. He asked how long it would be to rebid. Ms. Perry said it would be an 8-week process. Ms. Surman expressed her disappointment too and agreed that the grant money should not go towards this project.

Mr. Dean said that another issue with rebidding is that the bid amount is already out there. He worried that a new bid could come in even higher. Also, people have been waiting for the Lincoln Street

improvements for awhile. He thought that it would be in interest to do project as well as possible. Ms. Corson pointed out the money spent from time lost on the project.

Mr. Thompson asked if all the improvements could be done at once so as to not interrupt the businesses more than necessary. Ms. Perry said this is phase 2 of the project, and the intention is to have all the utilities completed in this project and also to complete the sidewalks to Front Street. The challenge is that the season is getting shorter and shorter. Ms. Gilman asked if the state would find this use of the grant acceptable. Mr. Dean said that the town does not think there would be any concern from state about that.

MOTION: Ms. Corson moved to approve Option A for the Lincoln Street Phase 2 Project which is to award American Excavating the bid of \$2,633,156 and to use the Highway Block grant to cover the \$183,156 that is overbudget. Ms. Cowan seconded the motion, and it passed 3-2-0 with Ms. Surman and Mr. Clement voting nay.

d. Recreation Advisory Board

Greg Bisson from the parks and recreation department talked about the new recreation advisory board, which would advise the recreation department for viable and sustainable projects based on what the public wants. The charge was included in the board's packet. There are 14 people interested in being on the board from a variety of backgrounds. The board will have 7 members appointed by the selectboard, 1 selectboard representative, and 2 non-voting alternates. Each member would have no more than two 3-year terms. Mr. Clement asked if the terms would be staggered. Mr. Bisson said that they would. He also added that there was no charge for the previous recreation advisory board.

Ms. Corson suggested that after 6 years, the voting members can go to an alternate position instead of having them removed from the board. She said it would be a good way to keep dedicated members because finding new people can be difficult. Ms. Gilman suggested also including the parks and recreation director on the board official membership. Mr. Clement asked about incorporating the conservation commission in their charge. Mr. Bisson said he would like to do that, because the commission has been wanting to collaborate on their programming. Ms. Corson asked about incorporating the YMCA as well. Mr. Bisson said they would like to work with everyone, and that the advisory board could be a good way to all work together. He would like the first meeting of the advisory board to be at the end of May or beginning of June.

MOTION: Mr. Clement moved to adopt the charge as provided, with the three amendments above. Ms. Surman seconded the motion, and it passed unanimously.

Mr. Bisson also promoted the Picking the Parks event on 4/21, and they are looking for volunteers to clean-up the parks to make them more aesthetic.

e. Board/Committee Appointments

The board received responses from people on the different boards and committees about if they were planning on continuing their terms. Mr. Clement asked about the vacant voting position on the zoning board, and if the selectboard needed to recommend moving an alternate to voting. Ms. Gilman said that the individual boards would do that. The selectboard decided to wait for more responses before making appointments.

f. Article 27 Review

The board had previously questioned whether or not this RSA was binding and if they should contact DRA for review. The town attorney reviewed the article that was officially voted on. The attorney did not contact DRA, because as a citizen's petition it was left to the town. He wrote about the additional language that was added and determined that the warrant article is partially binding. The estimated tax impacts are to be put on the warrant/ballot, but the flexibility is left up the board to determine how this is done and the wording.

Nicholas Gray, who sponsored the article, said that his intention was to create transparent documentation for what each article would cost each homeowner. This would provide an annual tax impact for any article involving nominal dollar amounts. He suggested that at top of article, the median homeowner's value and the annual nominal dollar impact to that individual would be stated. He thought that nominal dollar amounts are the simplest way to help people understand the impact of projects.

Ms. Corson said that the tax rate might be easier to include, because then people could calculate it based on their exact value. She also was concerned about the added length to the ballot. Ms. Gilman suggested taking a sample ballot and seeing what it would potentially look like. Mr. Gray said that the fact sheets at deliberative session already have the language that could be used. He did not think it would make the ballot too much longer, and that it would not confuse voters.

Ms. Corson said she was surprised about the number of voters who didn't finish the ballot because it was too long. Mr. Gray suggested cutting some of the other verbiage from the ballot to address this but emphasized that the voters wanted the tax impacts on the ballot. Mr. Dean pointed out the disconnect between the way the town has to legally write articles, versus what the average voter wants to see. Ms. Surman encouraged people to go to deliberative session, which would help them to understand the articles.

Jim Faber said he thought it was the responsibility of the selectboard to make the voting process transparent. He supports the comments that were made and thinks that the cost of the articles should be prominent on the ballot.

Mr. Thompson said he would like common-sense language and asked the selectboard to do a better job at getting the information out to help people understand the articles. Mr. Dean alerted people that the explanatory information is on the website and also at deliberative session. Mr. Thompson said that it needs to be on as many channels as possible.

Mr. Gray said that his personal belief is that the article's language is totally binding, and thinks it should be implemented in full because over 60% of voters were in favor of the article.

8. Regular

a. Tax, Water/Sewer Abatements and Exemptions

MOTION: Ms. Cowan moved to approve the yield tax for map 5, lot 2 for \$1600.61. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to approve the veterans credit for \$500 for: map 95, lot 64, unit 321; map 79, lot 25. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to approve the following elderly exemptions for \$152,251: map 95, lot 64, unit 356; map 87, lot 8, unit C-23; map 73, lot 130; map 70, lot 84; map 32, lot 12, unit 16; map 95, lot 64, unit 90; map 95, lot 64, unit 198; map 72, lot 108; map 71, lot 30; map 104, lot 79, unit 232; map 64, lot 105, unit 6; map 73, lot 2201; map 104, lot 79, unit 1001; map 95, lot 64, unit 286; map 104, lot 79, unit 123. Ms. Corson seconded the motion and it passed unanimously.

MOTION: Ms. Cowan moved to approve the following elderly exemptions for \$183,751: map 63, lot 28; map 95, lot 88; map 104, lot 79, unit 132A; map 81, lot 5; map 65, lot 8; map 95, lot 64, unit 376; map 104, lot 79, unit 207; map 70, lot 126; map 95, lot 64, unit 170. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to approve the following elderly exemptions for \$236,251: map 73, lot 68, unit 1; map 96, lot 64, unit 268; map 63, lot 220; map 95, lot 64, unit 206; map 64, lot 105, unit 1A; map 80, lot 6, unit 36; map 104, lot 81, unit 1; map 104, lot 79, unit 802; map 104, lot 79, unit 138; map 65, lot 75; map 73, lot 69; map 104, lot 37; map 64, lot 105, unit 48; map 68, lot 6, unit 147; map 32, lot 12, unit 17; map 63, lot 102, unit 21. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to approve the following elderly exemption for \$109,500: map 73, lot 125. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to approve the following elderly exemption for \$121,350: map 74, lot 10. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to approve the following disability exemptions for \$125,000: map 65, lot 124, unit 27; map 95, lot 64, unit 349; map 90, lot 11; map 95, lot 64, unit 347; map 95, lot 64, unit 298; map 104, lot 79, unit 1004; map 95, lot 64, unit 77; map 103, lot 13, unit 17; map 64, lot 105, unit 97; map 65, lot 82; map 103, lot 13, unit 1; map 65, lot 1; map 51, lot 6; map 63, lot 102, unit 59; map 95, lot 64, unit 57. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to approve the following discretionary preservation easement: map 62, lot 57. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to approve the following abatement settlement for \$6,385 in 2015: map 48, lot 5. The motion had no second, so it failed.

MOTION: Ms. Cowan moved to approve the following abatement settlement for \$6,560 in 2016: map 48, lot 5. The motion had no second, so it failed.

MOTION: Ms. Cowan moved to approve the following abatement settlement for \$6,692 in 2017: map 48, lot 5. The motion had no second, so it failed.

These abatement settlements were a topic of discussion above, where the property owner had appealed the valuation of the property and was going to settle for these amounts.

b. Permits/Approvals

MOTION: Ms. Gilman moved to approve the use of the town hall and bandstand on April 5th, 2019 for TEAM Exeter's First Friday event. Ms. Corson seconded the motion, and it passed unanimously.

MOTION: Ms. Corson moved to approve the use of the town hall on April 6th and April 7th, 2019 for the Exeter Literary Festival by the Exeter Arts Committee. Mr. Clement seconded the motion, and it passed unanimously.

MOTION: Ms. Corson moved to approve the use of the town hall on April 24th and 26th, 2019 for jump rope practice by Extreme Air of NH, and to approve a fee waiver for this event. Ms. Cowan seconded the motion, and it passed unanimously.

c. Town Manager's Report

Mr. Dean attended the Seabrook nuclear drill last Wednesday. The planning department created a GIS map for the 79E district. He worked with the chair of the housing committee on their charge. He also attended a meeting with the chair of the energy committee, to bring different communities to talk about group needs converting streetlights to LED.

He wanted the board to know about the requests for electronic signboard, and that the town is getting more reluctant to use it. He believes that it should be limited to regulatory use and other warnings. He reminded the board of their goal setting session on next Monday in the arts committee room. Also, the master plan was put online for people to access freely. He also testified in the statehouse on SB-438, and expressed concerns that Exeter had about keeping voting municipal. After a question from Darius Thompson, Mr. Dean also mentioned the use of the bathrooms on the second floor of town hall during first Friday events, trying to remind people that they are not supposed to use that bathroom. The town cannot prevent people from accessing the space because they are not allowed to lock the elevator.

He had a request to the board about the String Bridge project, and recommended that instead of bonding those amounts of money, they use some water/sewer reserves for those remaining components. 80% of participating costs would be paid by the state. Ms. Gilman asked if it would be equally beneficial if they bond for the full amount and pay early. Mr. Dean answered that it will depend on the terms of the bond. Mr. Clement suggested getting the water/sewer board's opinion on it.

d. Selectboard Committee Reports

Ms. Surman attended an E-911 meeting which she found interesting to learn about their process. She also attended the arts committee Spring reception. Ms. Gilman went to an energy committee meeting about using LED streetlights, and thanked Mr. Clement for attending the Seabrook nuclear drill. She also said that the heritage commission would go on a site walk on April 18th.

Ms. Corson asked about the advertisement outside on the new COAST bus stop. She was concerned that the ad looks like it is associated with or endorsed by the town because it is so large and prominently placed. She wanted to add the bus station to a future agenda. Ms. Surman said that she was originally opposed to the bus station being built, and was surprised that it passed.

e. Correspondence

There was no correspondence at this meeting.

9. Calendar

There will be a goal setting session at 6:30PM in the arts committee room on April 16th. The next regular meeting will be on April 23rd.

10. Non-public session

There was no non-public session at this meeting.

11. Adjournment

MOTION: Ms. Surman moved to adjourn the meeting at 10:00PM. Ms. Corson seconded the motion, and it passed unanimously.

Respectfully submitted by recording secretary Samantha Cave.

DRAFT MINUTES

SELECT BOARD MEETING

MINUTES

April 13th, 2018

1. Call Meeting to Order

Chairwoman Julie Gilman convened the Select Board for a special meeting in Nowak Room at 8:05 a.m. Also present are Board members Don Clement, Molly Cowan, Anne Surman, and Kathy Corson. Town Manager Russ Dean also present, with Economic Development Director Darren Winham, SUR Representative Leo Swift, and Steve Leonard.

Chair Gilman introduced the topic, the Epping Road TIF Agreement. Mrs. Corson said she was going to recuse herself from the conversation due to conflicts with her real estate agent role on this property. Her company is representing Mr. Shafmaster the property owner on his condos to be built on the property.

Town Manager Dean described the process of the Epping Road TIF Agreement. It has been worked on for a few months, with many back and forth's amongst the parties. The town has undergone an extensive due diligence phase involving the town planner, economic development director, and town engineer. The town will now take on the entire Route 27-Epping Road water/sewer improvements in the TIF, and the agreement with Mr. Shafmaster will focus solely on the road to be built on his property. The agreed upon all in amount is 1.9 million dollars. In addition, as the Board knows we have had a successful vote on the intersection and signalization improvements, and DPW is overseeing that work with CMA and VHB. Mr. Winham added his comments and thanked all parties for their patience and work during the process. Mr. Dean recognized Mr. Vlasich, who was instrumental during the due diligence phase. Board member Clement commented that the 1.9 million dollar price tag has been reviewed by the town's consultants as part of the process.

Board member Clement moved the Select Board approve the Agreement between the Town of Exeter and Willey Creek, Co. LLC dated April 13, 2018, and subject to the issuance of bond counsel's letter approving the TIF bond issuance referred to in the agreement. Selectwoman Surman seconded. Motion carried 4-0 with Selectwoman Corson recused. The Board signed the agreement. Mrs. Gilman thanked everyone and indicated she felt the agreement left no questions unanswered.

Mr. Dean indicated he had one more item of business – a jeopardy tax warrant to be signed by the Select Board. He was asked by the Deputy Collector to bring this today as a resident was in asking for a demolition permit for the mobile home at 6 Wanda Lane. A jeopardy assessment occurs when there is a proposed move of a mobile home so taxes are paid before it moves. Selectman Clement moved to approve the jeopardy tax for 6 Wanda Lane in the amount of \$310.53. Ms. Cowan seconded. Motion carried by a 4-0 vote. The Board signed the jeopardy tax warrant.

Adjournment. Selectman Clement motioned to adjourn, seconded by Selectwoman Surman. Motion carries, the Board stood adjourned at 9:05 a.m..

Respectfully submitted,

Russell Dean
Town Manager

DRAFT MINUTES

SELECT BOARD MEETING

MINUTES

April 16th, 2018

1. Call Meeting to Order

Chairwoman Julie Gilman convened the Select Board for a special meeting in art gallery room at 6:30 p.m. Also present are Board members Don Clement, Molly Cowan, Anne Surman, and Kathy Corson. Town Manager Russ Dean also present, with Town Planner Dave Sharples.

Chair Gilman introduced the topic, a work session on Select Board goal setting. Mr. Dean provided the Select Board with hard copies of the master plan to refer to, as well as the year's workplan he typically shares with the Select Board Chair. Mr. Rick Alpers from Primex was originally scheduled to be present but could not due to poor weather, but he hopes to be present for the follow up session.

The Board discussed the capital improvement program as a goal area. Several items were covered including CIP project prioritization, defining a critical need in the CIP. Chair Gilman asked that department heads read the master plan and give feedback for implementation, and the town manager discuss this at a department head meeting. Departments should discuss the plan with one another. More conversation included a potential work session with departments and the Select Board on CIP submittals prior to the process going to the planning board.

The Board members discussed their individual goals. Mr. Clement would like to see a strategic plan. Discussion ensued on this. Mrs. Corson spoke to the communications committee and facilities committee and getting those going. Ms. Cowan spoke to her desire to set a goal to engage young families and the youth of the community as a goal. Ms. Surman spoke about the junior arts committee and this followed along those lines. Ms. Gilman mentioned the Parks/Recreation Advisory Board as a move in that direction.

The Board discussed the need to create a "passable infrastructure project" and there was discussion on the two major capital projects that failed at the recent ballot.

The Board discussed community affordability issues. Commercial tax base expansion was a priority to offset residential tax burden. Mr. Clement cited Dover and Exeter's split between residential and commercial.

The Board discussed parking and traffic. This needs to be addressed along with roundabouts and bicycle initiatives.

Chair Gilman mentioned the historic preservation plan, conservation plan. These were discussed in context of the Master Plan – are they different? Also the economic development strategy. All agreed this complemented the other two as a third important part. It has been waiting.

Ms. Surman discussed her goal for a conflict of interest policy. Mr. Dean indicated this would be a town meeting vote to implement. Ms. Surman offered to lead on this.

The evening concluded with a task to get the Select Board and Planning Board together at some point to discuss the common issues: capital improvement program, and master plan implementation. There will be a follow up meeting to discuss goal items further and come to a final list.

DRAFT MINUTES

Adjournment. Selectman Clement motioned to adjourn, seconded by Selectwoman Surman. Motion carries, the Board stood adjourned at 9:00 p.m..

Respectfully submitted,

Russell Dean
Town Manager



TOWN OF EXETER
 10 FRONT STREET • EXETER, NH • 03833-3792 (603) 778-0591 • FAX 772-4709
www.exeternh.gov

TO: SELECTBOARD AND RUSS DEAN, TOWN MANAGER
FROM: DOREEN CHESTER, FINANCE DIRECTOR
SUBJECT: BUDGET VS ACTUAL RESULTS (UNAUDITED) AS OF 12/31/17 & 12/31/16
DATE: APRIL 23, 2018

General Fund - Budget vs. Actual Revenues and Expenses

General Fund Revenues

For the year-ended, December 31, 2017, (“current year”) General Fund (“GF”) actual revenues are \$ 18.3M versus \$18.2M for December 31, 2016 (“prior year”). General fund revenues exceeded current year budget expectations by \$198K.

General fund revenues for the current and prior years are in the exhibit below:

Town of Exeter
 General Fund Revenues (unaudited)
 As of December 31, 2017 and 2016

DRAFT

| General Fund Revenues | Current Year 2017 Budget vs Actual | | | | Prior Year 2016 Budget vs Actual | | | | Comparison of Actuals | |
|------------------------------------|------------------------------------|----------------------------|-------------------|-------------|----------------------------------|----------------------------|-------------------|-------------|-----------------------------|----------------------------|
| | 2017 Budget | Actual Revenue 12/31/17 | \$ Variance | % Collected | 2016 Budget | Actual Revenue 12/31/16 | \$ Variance | % Collected | 2017 vs 2016 \$ Variance | 2017 vs 2016 % Variance |
| Property Tax Revenue | \$ 12,242,483 | \$ 11,953,599 | \$ (288,884) | 97.6% | \$ 12,307,072 | \$ 12,100,622 | \$ (206,450) | 98.3% | \$ (147,023) | -1% |
| Motor Vehicle Permit Fees | 2,630,000 | 2,881,139 | 251,139 | 110% | 2,550,000 | 2,630,860 | 80,860 | 103% | 250,279 | 10% |
| Building Permits & Fees | 500,000 | 577,278 | 77,278 | 115% | 310,000 | 585,767 | 275,767 | 189% | (8,489) | -1% |
| Other Permits and Fees | 205,000 | 231,153 | 26,153 | 113% | 205,000 | 219,669 | 14,669 | 107% | | 0% |
| Meals & Rooms Tax Revenue | 754,028 | 765,219 | 11,191 | 101% | 754,028 | 754,028 | - | 100% | 11,191 | 1% |
| State Highway Block Grant | 292,791 | 296,078 | 3,287 | 101% | 292,791 | 292,791 | - | 100% | 3,287 | 1% |
| Other State Grants/Reimbursements | 38,884 | 8,813 | (30,071) | 23% | 38,884 | 51,304 | 12,420 | 132% | (42,491) | -83% |
| Income from Departments | 850,000 | 887,218 | 37,218 | 104% | 850,000 | 959,019 | 109,019 | 113% | (71,801) | -7% |
| Sale of Town Property | 12,500 | - | (12,500) | 0% | 12,450 | 12,457 | 7 | 100% | (12,457) | -100% |
| Interest Income | 1,000 | 423 | (577) | 42% | 1,000 | 947 | (53) | 95% | (524) | -55% |
| Other Miscellaneous Revenues | 22,180 | 24,458 | 2,278 | 110% | 22,075 | 24,220 | 2,145 | 110% | 238 | 1% |
| Revenue Transfers In/Out | 588,560 | 710,154 | 121,594 | 121% | 233,435 | 632,222 | 398,787 | 271% | 77,932 | 12% |
| Total General Fund Revenues | \$ 18,137,426 | \$ 18,335,532 | \$ 198,106 | 101% | \$ 17,576,735 | \$ 18,263,906 | \$ 687,171 | 104% | \$ 60,142 | 0% |
| Total Appropriations | 506,199 | 506,199 | | | 266,099 | 266,099 | | | | |
| Gross Revenues | \$ 18,643,625 | \$ 18,841,731 | \$ 198,106 | 101% | \$ 17,842,834 | \$ 18,530,005 | \$ 687,171 | 104% | \$ 311,726 | 2% |

Note: Property tax revenues are shown net of overlay which are \$(189.7) K in 2017 and \$(69.6) K in 2016.

General Fund Revenue Highlights

Motor vehicle revenues are higher than expected by \$251K for FY17 due to more vehicle registrations.

Building Permit Revenue

In 2017, building projects in Exeter totaled \$106M in costs and brought in \$577K in building permit revenues. Building permits and fees are higher by \$77K in 2017 due to all of the construction projects requesting permits. Some of the largest projects constructed in 2017 are:

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

- Town of Exeter - \$34.5M Waste Water Treatment Plant (This adds to the overall building project values, but no revenues are derived. However, it is worth mentioning the largest capital project in Exeter's recent history)
- Phillips Exeter Academy- \$27.6M, 20.5K square foot building for theatre and dance.
 - Building Permit Fees: \$ 269.5K
- 2 Hampton Road- Windsor Lane—\$7.3M, 3 new buildings with 48 residential condominium units.
 - Building Permit Fees: \$36.7K
- Avesta Housing– \$5M, 3 Meeting Place, Multi-family building with 43 residential units.
 - Building Permit Fees: \$25.1K
- Porches at Exeter LLC- \$2.3M, 11 Cottage-style Townhomes and private membership Clubhouse with 3 apartments above on Franklin Street
 - Building Permit Fees: \$17K

Other permits and fees contains revenues from vital statistic records, voter checklist fees, pole licenses and 50% of Comcast cable franchise fees. These fees exceeded budget expectations by \$26K in the current year. Cable franchise fee revenue exceeded budgeted revenue by \$15.6K, dog licenses were up by \$3.4K and boat registrations increased by almost \$2K.

State Rooms & Meals Tax are revenues allocated by the State to all Towns in late December and have increased by \$11K over budget expectations.

Miscellaneous state revenues such as railroad tax and RERP decreased by \$30K.

Income from Departments increased by \$37K over the budget, but has decreased by \$71.8 from the prior year. Insurance reimbursements make up \$68K of the variance year over year. These revenues are very unpredictable and are reimbursements of insurance claims.

Interest income has declined again in the current year. Rates of interest are based upon bank rates that were lower in 2017 than 2016.

Revenue Transfers are \$710K for the current year and are comprised of the following revenues:

- EMS Revolving Fund Revenues - 95% of the fund balance transferred to the General Fund each year - \$239.6K for 2017.
- Excess bond proceeds from Great Dam projects used to pay debt service - \$268K
- Transfers in from the Trustee of Trust funds to reimburse the general fund for Sick/Retirement Payments, \$50K, Snow/Ice Deficit Fund \$100K and Transportation Fund: \$52.5

Amounts voted from fund balance (\$100K in 2017 and \$ 175K in 2016) are shown separately as a note, because they do not effect current year net income. These line item amounts are warrant articles voted from the fund balance to pay for the Sick Leave Trust and Snow/Ice Non-CRF Funds held by the Trustee of Trust Funds.

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

General Fund Expenditures

General Fund expenditures (including warrant articles) are \$ 17.9M spent against budget through the fourth quarter of 2017 versus \$ 17.3M spent through the fourth quarter of the prior year. On the average, department expenditures are 96% and 97% spent for the current and prior years respectively.

Town of Exeter
General Fund Expenses (unaudited)
As of December 31, 2017 and 2016

DRAFT

| DEPARTMENT | Current Year 2017 Budget vs Actual | | | | Prior Year 2016 Budget vs Actual | | | | Comparison of Actuals | |
|------------------------------------|------------------------------------|---------------|-------------|---------|----------------------------------|---------------|--------------|---------|-----------------------|------------|
| | Expenses | Expenses | \$ Variance | % Spent | Expenses | Expenses | \$ Variance | % Spent | \$ Variance | % Variance |
| Total General Government | \$ 917,030 | \$ 904,900 | \$ 12,130 | 99% | \$ 944,252 | \$ 950,144 | \$ (5,892) | 101% | (45,244) | -5% |
| Total Finance | 819,193 | 776,690 | 42,503 | 95% | 774,736 | 752,387 | 22,349 | 97% | 24,303 | 3% |
| Total Planning & Building | 533,902 | 508,166 | 25,736 | 95% | 505,345 | 502,284 | 3,061 | 99% | 5,882 | 1% |
| Total Economic Development | 137,072 | 136,544 | 528 | 100% | 136,911 | 131,325 | 5,586 | 96% | 5,219 | 4% |
| Total Police | 3,835,634 | 3,585,129 | 250,505 | 93% | 3,794,930 | 3,488,747 | 306,183 | 92% | 96,382 | 2.6% |
| Total Fire | 3,774,065 | 3,708,624 | 65,441 | 98% | 3,729,684 | 3,630,246 | 99,438 | 97% | 78,378 | 2% |
| Total Public Works | 3,916,536 | 3,984,802 | (68,266) | 102% | 3,670,129 | 3,626,586 | 43,543 | 99% | 358,216 | 10% |
| Total Maintenance | 1,101,908 | 997,322 | 104,586 | 91% | 1,058,218 | 1,031,320 | 26,898 | 97% | (33,998) | -3.3% |
| Total Welfare | 37,778 | 67,330 | (29,552) | 178% | 64,666 | 82,847 | (18,181) | 128% | (15,517) | -19% |
| Total Human Services | 100,000 | 100,000 | - | 100% | - | - | - | - | 100,000 | 100% |
| Total Parks & Recreation | 495,969 | 485,855 | 10,114 | 98% | 486,003 | 475,669 | 10,334 | 98% | 110,186 | 23% |
| Total Other Culture/Recreation | 45,451 | 47,902 | (2,451) | 105% | 45,451 | 45,693 | (442) | 101% | 2,009 | 4% |
| Total Library | 1,002,526 | 1,002,526 | - | 100% | 927,413 | 927,413 | - | 100% | 75,113 | 8% |
| Total Debt Service & Capital | 1,117,392 | 1,101,059 | 16,333 | 99% | 1,157,400 | 1,157,714 | (314) | 100% | (56,655) | -5% |
| Payroll Benefits & Taxes | 302,970 | 408,286 | (105,316) | 138% | 281,597 | 353,977 | (72,380) | 126% | 54,309 | 15% |
| Total General Fund Expenses | \$ 18,137,426 | \$ 17,815,135 | \$ 322,291 | 98% | \$ 17,576,735 | \$ 17,156,552 | \$ 420,183 | 98% | \$ 658,583 | 4% |
| Appropriation for Warrant Articles | \$ 506,199 | \$ 113,695 | \$ 392,504 | 22% | \$ 266,099 | \$ 161,452 | \$ 104,647 | 61% | (47,757) | |
| Total Expenditures | \$ 18,643,625 | \$ 17,928,830 | \$ 714,795 | 98% | \$ 17,842,834 | \$ 17,318,004 | \$ 524,830 | 97% | \$ 610,826 | 4% |
| Net Income/ (Deficit) | \$ - | \$ 912,901 | \$ 912,901 | 5% | \$ - | \$ 1,212,001 | \$ 1,212,001 | 7% | (299,100) | -25% |
| Amounts Voted from Fund Balance | \$ 100,000 | \$ 100,000 | \$ - | 100% | \$ 125,000 | \$ 125,000 | \$ - | 100% | | |

| | | |
|---------------------------------------|--------------|--------------|
| Beginning Fund Balance 1/1 | 3,611,534 | \$ 2,504,180 |
| Net Income/(Deficit) | 912,901 | 1,212,001 |
| Less: Encumbrances | (392,504) | (104,647) |
| **Estimated Ending Fund Balance 12/31 | \$ 4,131,931 | \$ 3,611,534 |

**Fund balance reported above is unaudited and represents the Town's book balance and is not GAAP basis.

- **General Government Group (BOS, TM, HR, Legal, TC, EL and MO)**

General government group expenditures are \$ 904.9K through the end of the year. Actual expenditures through the fourth quarter 2017 average 99% spent except for legal and election expenses with balances unspent of \$ 9.8K and \$11K. Legal expenses have decreased due less general legal matters in 2017 than budgeted. Election expenses have decreased due to less election activity in 2017.

- **Finance Administration (Finance, Treasurer, Tax, Assessing and Information Technology)**

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

Finance group expenditures are \$ 776.7K or 95% spent against the current year budget. All budgets in this group are under-spent except for the Assessing budget. Assessing is overspent by 2% or \$1.5K due to a non-budgeted increase of \$5.3K for the promotion of the Assessing Clerk to a new position of Deputy Assessor. The increase is offset by a decrease in contract services with MRI for \$1.6K and a budgeted but unused line item for longevity of .85K. In total, the finance group's budget is under-spent by \$42.5K in the current year.

- **Planning and Building Inspection Departments and Other Boards**

Planning and Building Inspection expenses are \$508K or 95% spent against the budget for current year versus expenses of \$502K or 99% through the fourth quarter of the prior year. Planning Department expenses are under-spent against budget by \$21K in the current year mostly due to a decrease in the category of part-time wages. Budgeted hours for part-time staff were 29 hours per week for the Natural Resource Planner and Administrative Assistant. Actual hours worked were 577 less in aggregate than budgeted. Other items adding to the decrease are planning studies and office supplies that were under-spent by 2.6K and 1.4K, respectively.

Historic District Commission expenses have decreased in the current year by \$3.2K. In 2016, there was a grant matching expense of \$28,8K for historical preservation. Grant revenue was received in the fourth quarter.

Conservation Commission expenses are \$ 3.2K lower year in the current year mostly due to a forestry project and Raynes Barn assessment in the prior year that utilized outside consultants.

- **Police Department**

Police department expenditures are \$3.6M or 93% spent against the current year budget resulting in a \$250K surplus that turns back to the general fund at the end of the year.

Police Administration experienced lower than budgeted expenses of \$55K due to a \$26K savings in part-time salaries and taxes, because the Police Chief reduced part-time staff by one. Other savings are attributable to reduced health insurance expense of \$23K due to changes in plans.

Police staff division expenses decreased by \$7.8K due to a reduced health insurance of \$14.8K offset by promotions and movement from the patrol department of \$7K.

Police Patrol Division has a decrease of \$155K due to the retirement of one patrol officer in February 2017 and resignation of a patrol officer in June 2017. Two open patrol positions were filled in April and one in late December 2017.

Police Communications Division is under-spent against budget by \$34K at the end of the year. The decrease of \$23K is due to a full-time vacancy in dispatch that occurred at the end of June 2017. The position was filled in Mid-August of 2017. Equipment maintenance and repair in the Communications Dept. were under budget by 12K in the current year.

- **Fire Department**

Fire Department expenses are \$ 3.7M or 98% spent at the end of the year resulting in an underspend of \$65K inclusive of all divisions in the Fire Department.

Fire Administration Division expense are less than budget by \$6.7K due to decreases in physicals of \$3.4K and conferences/meals of \$1.5K.

Fire Suppression division is under-spent by \$44.7K at the end of the year. Although vacation and sick replacement are overspent by \$55K and \$30K, decreases in overtime spending of \$66K and other payroll and

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

benefits savings of \$100K have created a surplus in this sub-category. Other savings in suppression were realized by decreases of \$9K for vehicle maintenance, fuel of \$4K, equipment purchase of \$3.9K.

- **Public Works and Maintenance Departments**

The Public Works Department (DPW) expenditures are \$3.98M or 102% spent against the current year budget. The total overspend for the DPW is \$68K and is directly connected to the overage in the snow and ice budget. The snow and ice budget is \$101K over-spent due to the large amount of unexpected snowstorms at the end of 2017. The Snow/Ice budget deficit is offset by the decrease in the DPW administrative division that has a \$21K decrease for budgeted salaries and benefits due to a voluntary change in health plans for some department employees. The Select Board also voted to authorize a transfer \$100K from the snow/ice deficit fund held by the Trustee of Trust Funds into the general fund.

Maintenance division expenses are \$997K or 91% spent against the current year budget. Maintenance expenses year-to-date are lower than expected by \$104K. Various expense decreases contribute to the savings. Full-time salary and wages has decreased by \$20K due to the retirement of the Maintenance Superintendent in September of 2017. The position remained vacant at the end of 2017. The turnover in the public works garage department of a full-time mechanic saved another \$22K. Other savings realized due to decreases in natural gas of \$19.6K and electricity of \$16K. The decreases are due to lower energy prices and energy contracts signed by the Town. Other decreases of \$22K account for the balance of the department underspending.

The Solid Waste Department is \$13.5K overspent against the current year budget due to expiration of the old solid waste contract and need to sign a new solid waste contract with Waste Management in May of 2017. Solid waste costs have increased in the years since the old contract was signed. The new contract runs through 2020 and includes a 3% inflationary cap each year.

- **Welfare Department**

Welfare department expenditures are \$67K or \$29.6K over budget. The overage is offset by donated revenue from The Cambridge Trust. Reimbursements to date are \$43 K. Welfare reimbursements are reported as part of Income from Departments in the general fund.

- **Human Services**

A Human Services Committee formed during the second quarter of 2017 to discuss options, evaluate human service agencies that request funding from Exeter and propose a plan to allocate the \$100,000 in the new human services budget within the general fund. The Select Board is presented with the recommendations of the Human Services Committee and votes to authorize the spending.

- **Parks & Recreation**

Parks & Recreation expenditures to date are \$485.9K or 98%. Expenses in the current year are \$10K less than the budget. Budgeted part-time wages and taxes in the Recreation division decreased by \$ 5K. The Parks division realized a savings of 3.4K in contract services and other miscellaneous general expenses.

General Fund Net Income

- **General Fund Net Income** as of December 31, 2017 is \$965.9K versus \$ 1.2.M in the prior year. All of the items affecting net income are described in the revenue and expense analysis in the preceding paragraphs.

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

Water Fund Budget vs. Actual Revenue and Expenditures

Water Fund Revenues

- Water Fund (“WF”) enterprise revenues are \$3.3M or 101% collected against budget at year-end. Gross revenues for the prior year were \$2.8M or 93% collected at year-end. The increase of \$562K in water revenues over the prior year is due to the water rate increases approved and commenced in the first quarter of 2017. Water consumption charges of \$2.6M are \$407K higher than the prior year and added to the majority of the water revenue increase.

Town of Exeter
Water Fund Revenues & Expenses (unaudited)
As of December 31, 2017 and 2016

DRAFT

| Description | Current Year | | | | Prior Year | | | | Comparison of Actuals | |
|-------------------------------------|------------------------|--------------------------|-------------------|--------------|------------------------|--------------------------|---------------------|-------------|--------------------------|-------------------------|
| | 2017 Budget | Actual Revenue | \$ Variance | % Collected | 2016 Budget | Actual Revenue | \$ Variance | % Collected | 2017 vs 2016 \$ Variance | 2017 vs 2016 % Variance |
| | | 12/31/17 | | | | 12/31/16 | | | | |
| Water Fund Revenues | | | | | | | | | | |
| Water Enterprise Revenues | \$ 3,308,733 | \$ 3,330,552 | \$ 21,819 | 101% | \$ 2,975,555 | \$ 2,768,358 | \$ (207,197) | 93% | \$ 562,194 | 20% |
| Appropriations for Warrant Articles | \$ 78,502 | \$ 78,502 | - | 100% | \$ 17,654 | \$ 9,488 | (8,166) | 100% | 69,014 | 0% |
| Gross Water Revenues | \$ 3,387,235 | \$ 3,409,054 | \$ 21,819 | 101% | \$ 2,993,209 | \$ 2,777,846 | \$ (215,363) | 93% | \$ 631,208 | 23% |
| Water Fund Expenditures | | | | | | | | | | |
| DEPARTMENT | 2017 Budgeted Expenses | Actual Expenses 12/31/17 | \$ Variance | % Spent | 2016 Budgeted Expenses | Actual Expenses 12/31/16 | \$ Variance | % Spent | 2016 vs 2015 \$ Variance | 2016 vs 2015 % Variance |
| Water Administration | \$ 418,895 | \$ 374,269 | \$ 44,626 | 89% | \$ 386,447 | \$ 362,771 | \$ 23,676 | 94% | \$ 11,498 | 3% |
| Water Billing | \$ 150,153 | \$ 144,851 | \$ 5,302 | 96% | \$ 142,358 | \$ 144,219 | \$ (1,861) | 101% | \$ 632 | 0% |
| Water Distribution | \$ 846,144 | \$ 814,959 | \$ 31,185 | 96% | \$ 822,081 | \$ 824,582 | \$ (2,501) | 100% | \$ (9,623) | -1% |
| Water Treatment | \$ 713,277 | \$ 680,382 | \$ 32,895 | 95% | \$ 741,065 | \$ 663,193 | \$ 77,872 | 89% | \$ 17,189 | 3% |
| Water Fund Debt Service | \$ 1,102,718 | \$ 1,102,716 | \$ 2 | 100% | \$ 808,604 | \$ 808,604 | \$ - | 100% | \$ 294,112 | 36% |
| Water Fund Capital Outlay | \$ 77,546 | \$ 78,347 | \$ (801) | 101% | \$ 75,000 | \$ 78,031 | \$ (3,031) | 104% | \$ 316 | 0% |
| Total Water Fund Expenses | \$ 3,308,733 | \$ 3,195,524 | \$ 113,209 | 97% | \$ 2,975,555 | \$ 2,930,303 | \$ 45,252 | 98% | \$ 265,221 | 9% |
| Warrant Articles | \$ 78,502 | \$ 78,502 | \$ - | 100% | \$ 17,654 | \$ 17,444 | \$ 210 | 99% | \$ 61,058 | 100% |
| Total Water Expenses | \$ 3,387,235 | \$ 3,274,026 | \$ 113,209 | 97% | \$ 2,993,209 | \$ 2,947,747 | \$ 45,462 | 98% | \$ 326,279 | 11% |
| Net Income/ (Deficit) | \$ - | \$ 135,028 | \$ 135,028 | -100% | \$ - | \$ (169,901) | \$ (169,901) | 100% | \$ 304,929 | 179% |

| | | |
|-----------------------------|-------------------|-------------------|
| Beginning Fund Balance 1/1 | 517,438 | \$ 687,339 |
| Net Income/(Deficit) | 135,028 | (169,901) |
| **Ending Fund Balance 12/31 | <u>\$ 652,466</u> | <u>\$ 517,438</u> |

Water Fund Expenses

- Water Fund expenses are \$3.3M spent against the budget of \$3.4M leaving a small surplus.
- **Water Administration** are \$44K less than the current year budget. The \$44K decrease is due to savings in salaries and benefits of \$23K due to the retirement of the Water/Sewer Engineer in June 2017. The current engineering technician is overseeing/covering the position responsibilities since it was vacated. The position remained vacant as of year-end. The legal budget of \$15K was unspent during the year.
- **Water Billing Department** expenses have decreased slightly in the current year by \$5K against budget. The decrease is mostly due to temporary wages needed in the prior year versus the current year.

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

- **Water Distribution Department** expenses are under-spent by \$31K in the current year. Decreases in wages, taxes and benefits of \$22K are due to employee turnover in the water distribution department. Other decreases include a \$5K savings in natural gas and less expenses of \$5K in backflow/metering.
- **Water Debt Service** expense is the biggest driver of increased expenditures in the current year versus the prior year. Bond principle and interest payments for the Lary Lane Groundwater Treatment Plant began in 2017 that increased debt service by \$294K. Debt service expense agrees to the current year budget of \$1.12M.

Water Fund Net Income/ (Deficit)

- Water Fund Net Income for through the current year is \$ 135K versus a \$ 169) K net deficit in the prior year. All of the factors affecting net income are described in the revenue and expense sections.

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

Sewer Fund Budget vs. Actual Revenues and Expenditures

Sewer Fund Revenues

- Sewer Fund (“SF”) revenues are \$ 2.9M or 121% and better than anticipated. The prior year reflects revenues of \$ 2.2M and was less than expected. The biggest driver of the \$ 510.5K increase to revenues is the new sewer rates increase that became effective in the first quarter of 2017. Sewer usage charges are \$387K more than expected in the current year. Sewer impact fees are up over budget by \$109K.

Town of Exeter

Sewer Fund Revenues & Expenses (unaudited)

DRAFT

As of December 31, 2017 and 2016

| Description | Current Year | | | | Prior Year | | | | Comparison of Actuals | |
|---|------------------------|--------------------------|--------------------|-------------|---------------------|--------------------------|---------------------|-------------|--------------------------|-------------------------|
| | 2017 Budget | Actual Revenue | \$ Variance | % Collected | 2016 Budget | Actual Revenue | \$ Variance | % Collected | 2017 vs 2016 \$ Variance | 2017 vs 2016 % Variance |
| | | 12/31/17 | | | | 12/31/16 | | | | |
| Sewer Fund Revenues | | | | | | | | | | |
| State Grant Revenue | \$ 26,493 | \$ 20,701 | \$ (5,792) | 78% | \$ 21,472 | \$ 70,537 | \$ 49,065 | 329% | (49,836) | -71% |
| Sewer Enterprise Revenues | \$ 2,383,661 | \$ 2,894,177 | \$ 510,516 | 121% | \$ 2,400,549 | \$ 2,157,601 | \$ (242,948) | 90% | 786,412 | 36% |
| Appropriations for Warrant Articles | 10,024 | 10,024 | - | | 17,654 | 17,444 | 210 | - | (7,420) | 100% |
| Sewer Fund Revenues | \$ 2,393,685 | \$ 2,904,201 | \$ 510,516 | 121% | \$ 2,418,203 | \$ 2,175,045 | \$ (242,738) | 90% | \$ 778,992 | 36% |
| Sewer Fund Expenditures | | | | | | | | | | |
| DEPARTMENT | 2017 Budgeted Expenses | Actual Expenses 12/31/17 | \$ Variance | % Spent | 2016 Budget | Actual Expenses 12/31/16 | \$ Variance | % Spent | 2017 vs 2016 \$ Variance | 2017 vs 2016 % Variance |
| Sewer Administration Expense | 366,832 | 330,752 | 36,080 | 90% | 346,779 | 348,712 | (1,933) | 101% | (17,960) | -5% |
| Sewer Billing Expense | 149,178 | 140,052 | 9,126 | 94% | 142,358 | 136,710 | 5,648 | 96% | 3,342 | 2% |
| Sewer Collection Expense | 657,372 | 774,305 | (116,933) | 118% | 708,309 | 632,847 | 75,462 | 89% | 141,458 | 22.4% |
| Sewer Treatment Expense | 472,725 | 477,962 | (5,237) | 101% | 467,636 | 480,892 | (13,256) | 103% | (2,930) | -0.6% |
| Sewer Fund Debt Service Expense | 586,123 | 586,122 | 1 | 100% | 630,451 | 630,450 | 1 | 100% | (44,328) | -7% |
| Sewer Fund Capital Outlay Expense | 123,426 | 96,181 | 27,245 | 78% | 77,079 | 73,800 | 3,279 | 96% | 22,381 | 30% |
| Sewer Fund BAN Interest | 28,005 | 45,242 | (17,237) | 162% | 27,937 | 28,005 | (68) | 0% | 17,237 | -100% |
| Total Sewer Fund Expenses | 2,383,661 | 2,450,616 | (66,955) | 103% | 2,400,549 | 2,356,151 | 44,398 | 98% | \$ 94,465 | 4% |
| Sewer Fund Warrant Articles | 10,024 | 10,024 | - | 100% | 17,654 | 17,444 | 210 | 0% | (7,420) | -100% |
| Total Sewer Expenses and Warrant | \$ 2,393,685 | \$ 2,460,640 | \$ (66,955) | 103% | \$ 2,418,203 | \$ 2,373,595 | \$ 44,608 | 98% | \$ 87,045 | 4% |
| Net Income/(Deficit) | \$ - | \$ 443,561 | \$ 443,561 | 100% | \$ - | \$ (198,550) | \$ (198,130) | 100% | \$ 691,947 | -349% |
| Beginning Fund Balance 1/1 | | 1,126,725 | | | | \$ 1,325,275 | | | | |
| Net Income/(Deficit) | | 443,561 | | | | (198,550) | | | | |
| **Ending Fund Balance 12/31 | | \$ 1,570,286 | | | | \$ 1,126,725 | | | | |

Sewer Fund Expenses

- Sewer Fund expenses are \$ 2.4M in the current year compared to \$2.3M in the prior year. Overall Sewer Fund expenditures have exceeded the budget by \$66.9K for the current year.
- **Sewer Collection Department** expenses are \$774K for the year and \$116K over-spent against budget. The increase is related to unanticipated repairs of \$149.8K for a sewer main break on High Street that occurred during the second quarter of the year. An increase in overtime wages of \$25K for this department was partially due to the High Street sewer main break. These unexpected costs were partially offset by \$37.5K of unspent salaries and benefits due to employee turnover in the sewer collection area. The legal budget of \$5K also remained unspent in this department.
- **Sewer Treatment** expenses are \$ 477K and \$5K over-budget. The variances are due to increased electricity expense of \$10K offset by a decrease in natural gas of \$5K.
- **Sewer Debt Service** has decreased by \$44K because of declining interest balances on older debt payments and second year interest payments for sewer line projects on Lincoln & Main Streets.

Sewer Fund Net Income/ (Deficit)

- **Sewer Fund Net Income** is \$ 443.6K for the current year versus a \$198.5K deficit in the prior year. All of the factors affecting net income are described in the revenue and expense sections.

Revolving Funds - Budget vs. Actual Revenues and Expenses

EMS Revolving Fund

- EMS Revolving Fund Revenue lags behind the prior year revenue by \$82K. Current year revenues are \$ 508K versus \$ 590K in the prior year. Although ambulance run volume reported by the Fire Department has increased slightly in 2017, the types of calls differ in that some ambulance calls are billable and others are not billable. The billings and collections from the third party billing company, Comstar, also seem to have slowed in the current year.
- Wages, taxes and benefits are flat year over year at \$ 169K in the current year versus \$170K in the prior year.
- General Expenses are \$157K in the current year and \$17K lower than the prior year. Paramedic training of \$9K was budgeted but not spent in the current year and there is \$8.7K less in ambulance refunds in the current year.
- Current year net deficit is \$(57.5) K versus prior year net income of \$127K. All of the factors affecting net income are described above.

Town of Exeter
Ambulance Revolving Fund - Revenues & Expenses (unaudited)
As of December 31, 2017 and 2016

DRAFT

| | Current Year | | | | Prior Year | | | | Comparison of Actuals | |
|---|--------------|--------------------|-------------|-----------|-------------|--------------------|-------------|-----------|-----------------------|---------|
| | 2017 Budget | Actual 12/31/17 | \$ Variance | %Variance | 2016 Budget | Actual 12/31/16 | \$ Variance | %Variance | 2017 vs | 2017 vs |
| | | | | | | | | | 2016 \$ | 2016 % |
| EMS- Ambulance Transport Revenue | \$ 507,067 | \$ 508,316 | \$ 1,249 | 100% | \$ 445,612 | \$ 590,572 | \$ 144,960 | 133% | \$ (82,256) | -14% |
| Wages, Taxes & Benefits | \$ 191,001 | \$ 169,035 | \$ 21,966 | 88% | \$ 186,676 | \$ 170,139 | \$ 16,537 | 91% | \$ (1,104) | -1% |
| General Expenses | \$ 179,531 | \$ 157,168 | \$ 22,363 | 88% | \$ 160,246 | \$ 174,444 | \$ (14,198) | 109% | \$ (17,276) | -10% |
| Total Expenses | \$ 370,532 | \$ 326,203 | \$ 44,329 | 88% | \$ 346,922 | \$ 344,583 | \$ 2,339 | 99% | \$ (18,380) | -5% |
| Income/(Deficit) before Transfers Out to GF | \$ 136,535 | \$ 182,113 | \$ 45,578 | 133% | \$ 98,690 | \$ 245,989 | \$ 147,299 | 249% | \$ (63,876) | -26% |
| Less: Transfers Out to GF | | 239,620 | (239,620) | | | 118,632 | (118,632) | | 120,988 | 102% |
| Net Income/(Deficit) | 136,535 | (57,507) | 285,198 | | 98,690 | 127,357 | 265,931 | | (184,864) | |
| Fund Balance | | <u>2017</u> | | | | <u>2016</u> | | | | |
| Beginning Balance 1/1 | | 252,232 | | | | \$ 124,875 | | | | |
| Net Income/(Deficit) from above | | (57,507) | | | | 127,357 | | | | |
| Estimated Ending Balance 12/31 | | <u>194,725</u> | | | | <u>252,232</u> | | | | |

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

Cable Television Revolving Fund (“CATV”)

- CATV revenues are \$165K and \$156K as of the current and prior year respectively. Revenues for the CATV fund are shared 50% each with the General Fund 01 and the CATV Fund 07. Franchise revenues are based upon the contract agreement between the Town of Exeter and Comcast.
- Wages, taxes and benefits are \$80.5K in the current year versus \$55.7K spent in the prior year. The variance of \$25K is due to the hiring of a full-time person in 2017 for which hours are split 50% to IT and 50% to CATV. The increase also involves a \$15K increase to wages, taxes and benefits the full-time cate4gory and a \$10K increase in part-time CATV wages.
- General expenses. The \$ 17K variance is due to CATV equipment purchases for computer hardware in 2017.
- Net Income is \$ 25K in the current year and \$59K in the prior year. All of the factors affecting net income are described above.
-

Town of Exeter

CATV Revolving Fund- Revenue & Expenses (unaudited)

As of December 31, 2017 and 2016

DRAFT

| Description | Current Year | | | | Prior Year | | | | Comparison of Actuals | |
|---------------------------------|--------------|-----------------|-------------|------------|-------------|-----------------|-------------|------------|--------------------------|-------------------------|
| | 2017 Budget | Actual 12/31/17 | \$ Variance | % Variance | 2016 Budget | Actual 12/31/16 | \$ Variance | % Variance | 2017 vs 2016 \$ Variance | 2017 vs 2016 % Variance |
| CATV Revenue | \$ 147,250 | \$ 165,574 | \$ 18,324 | 112% | \$ 147,250 | \$ 156,357 | \$ 9,107 | 106% | \$ 9,217 | 5.9% |
| CATV Expenses | | | | | | | | | | |
| Wages, Taxes & Benefits | \$ 80,303 | \$ 80,563 | \$ (260) | 100% | \$ 64,205 | \$ 55,271 | \$ 8,934 | 86% | \$ 25,292 | 46% |
| General Expenses | \$ 47,829 | \$ 59,927 | \$ (12,098) | 125% | \$ 70,274 | \$ 42,024 | \$ 28,250 | 60% | 17,903 | 43% |
| Total Expenses | \$ 128,132 | \$ 140,490 | \$ (12,358) | 110% | \$ 134,479 | \$ 97,295 | \$ 37,184 | 72% | 43,195 | 44% |
| Net Income/(Deficit) | \$ 19,118 | \$ 25,084 | \$ 5,966 | 131% | \$ 12,771 | \$ 59,062 | \$ 46,291 | 462% | \$ (33,978) | -58% |
| Fund Balance | | <u>2017</u> | | | | <u>2016</u> | | | | |
| Beginning Balance 1/1 | | 267,356 | | | | 208,294 | | | | |
| Net Income/(Deficit) from above | | 25,084 | | | | 59,062 | | | | |
| Estimated Ending Balance 12/31 | | <u>292,440</u> | | | | <u>267,356</u> | | | | |

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2017 VS 2016 (UNAUDITED)

Recreation Revolving Fund (“RR”)

Recreation Revolving Fund Revenues are \$ 633.9K and exceed budgeted revenue by 18%. Prior year revenues were higher by \$51K, which is mostly attributable to \$49K in less recreation impact fee revenues in the current year.

Program revenue is \$354.7K and increased by \$7K over the prior year due to expansion of the number of registrants permitted to camp programs. Recreation trip revenue also increased by 50% to \$26K in the current year. A transfer in of impact fees \$ 56K for the McKay project on Epping Road added to the overall revenue in the current year.

- Wages and taxes spending is \$195.5K in the current year versus a slight decrease from the \$198K in the prior year. The small decrease of \$2.5K is due to the timing of when the seasonal staff began working in 2017 versus 2016.
- General expenses include categories directly related to recreation programs as well as pool chemicals, water bills, printing, advertising and pool food expenses. These expenses are \$314.9K in the current year versus \$332K in the prior year. The variance of \$17K in general expenses is due to \$10K less spending for capital outlay and \$8K less spent on printing in the current year. Other general expense increases slightly offset the decreases.
- Net income has decreased by \$30K in the current year from \$ 154K in the prior year to \$ 123K in the current year. All of the factors affecting net income are described above.

Town of Exeter

Recreation Revolving Fund Revenues & Expenses(unaudited)

DRAFT

As of December 31, 2017 and 2016

| Description | Current Year | | | | Prior Year | | | | Comparison of Actuals | |
|------------------------------|--------------|-----------------|-------------|------------|-------------|-----------------|-------------|------------|--------------------------|-------------------------|
| | 2017 Budget | Actual 12/31/17 | \$ Variance | % Variance | 2016 Budget | Actual 12/31/16 | \$ Variance | % Variance | 2017 vs 2016 \$ Variance | 2017 vs 2016 % Variance |
| Total Revenue | \$ 536,600 | \$ 633,946 | \$ 97,346 | 118% | \$ 488,812 | \$ 684,956 | \$ 196,144 | 140% | \$ (51,010) | -7% |
| Wages, Taxes & Benefits | \$ 185,600 | \$ 195,526 | \$ (9,926) | 105% | \$ 158,100 | \$ 198,018 | \$ (39,918) | 125% | \$ (2,492) | -1% |
| General Expenses | \$ 339,100 | \$ 314,997 | \$ 24,103 | 93% | \$ 296,500 | \$ 332,673 | \$ (36,173) | 112% | \$ (17,676) | -5% |
| Total Rec Revolving Expenses | \$ 524,700 | \$ 510,523 | \$ 14,177 | 97% | \$ 454,600 | \$ 530,691 | \$ (76,091) | 117% | \$ (20,168) | -4% |
| Net Income/(Deficit) | \$ 11,900 | \$ 123,423 | \$ 111,523 | 1037% | \$ 34,212 | \$ 154,265 | \$ 120,053 | 451% | \$ (30,842) | -20% |

| | | | |
|---------------------------------|--|---------|------------|
| Fund Balance | | 2017 | 2016 |
| Beginning Balance 1/1 | | 214,491 | 60,226 |
| Net Income/(Deficit) from above | | 123,423 | \$ 154,265 |
| Estimated Ending Balance 12/31 | | 337,914 | 214,491 |

Property Tax and Lien Receivables

| Town of Exeter | | | | | |
|---|-----------|---------------------|---------------------|-----------------------|--------------|
| Analysis of Property Tax/Liens Receivable | | | | | |
| As of 12/31/17 and 12/31/16 | | | | | |
| DRAFT | | | | | |
| Type | Bill Year | Balance | Balance | \$ | % |
| | | Outstanding | Outstanding | | |
| | | as of | as of | Change | Change |
| | | 12/31/17 | 12/31/16 | | |
| Lien | 2007 | - | 1,212 | 1,212 | 100% |
| Lien | 2008 | - | - | - | 0% |
| Lien | 2009 | 376 | 376 | - | 0% |
| Lien | 2010 | 3,523 | 3,523 | - | 0% |
| Lien | 2011 | 9,729 | 10,260 | (531) | (5)% |
| Lien | 2012 | 8,739 | 9,446 | (707) | (7)% |
| Lien | 2013 | 50,298 | 65,047 | (14,749) | (23)% |
| Lien | 2014 | 71,216 | 152,984 | (81,768) | (53)% |
| Lien | 2015 | 172,069 | 252,104 | (80,035) | (32)% |
| Lien | 2016 | 289,102 | 1,128,815 | (839,713) | (74)% |
| Subtotal | | \$ 605,052 | \$ 1,623,767 | \$ (1,016,291) | (63)% |
| Tax | 2017 | 1,056,689 | - | 1,056,689 | 100% |
| Subtotal | | \$ 1,056,689 | \$ - | \$ 1,056,689 | |
| Grand Total | | \$ 1,661,741 | \$ 1,623,767 | \$ 40,398 | 2% |

Total property tax revenue billed in 2017 is \$46.5M. The financials reflect the Town portion of the taxes retained which is \$11.9M and typically 1/3 of the total. The balance of the taxes are allocated and paid to Rockingham County \$1.9M in December, Exeter Region Cooperative School District \$17.5M and Exeter School District \$17.1M are paid over a twelve-month period.

As of December 31, 2017, current 2017 property taxes are 98% collected. Property tax liens have decreased by 63% year over year from 2016 to 2017.

Water & Sewer Receivables

| DRAFT | | | | | |
|---|------------|------------|------------|------------------|------------|
| Analysis of Accounts Receivable Aging - Water & Sewer | | | | | |
| December 31, 2017 vs December 31, 2016 | | | | | |
| | Current | 31-60 Days | 61-90 Days | Over 90 Days | Total |
| As of 12/31/17 | \$ 581,448 | \$ 23,357 | \$ 38,847 | \$ 38,988 | \$ 682,640 |
| Percent Outstanding | 85% | 3% | 6% | 6% | 100% |
| As of 12/31/16 | \$ 447,376 | \$ 25,289 | \$ 37,343 | \$ 35,451 | \$ 545,459 |
| Percent Outstanding | 82% | 5% | 7% | 6% | 100% |
| Increase/(Decrease) | \$ 134,072 | \$ (1,932) | \$ 1,504 | \$ 3,537 | \$ 137,181 |
| | 30% | 0% | 4% | 10% | 25% |
| Current Year | | | | | |
| Breakdown of Water/Sewer Accounts Receivable Outstanding by Year: As of December 31, 2017 | | | | | |
| Year | Water | Sewer | Total | Percent of Total | |
| 2008 | | 226 | 226 | 0.03% | |
| 2009 | 4 | 140 | 144 | 0.02% | |
| 2010 | (270) | 173 | (97) | -0.01% | |
| 2011 | | 1,239 | 1,239 | 0.18% | |
| 2012 | | 206 | 206 | 0.03% | |
| 2013 | | 210 | 210 | 0.03% | |
| 2014 | | 217 | 217 | 0.03% | |
| 2015 | | 271 | 271 | 0.04% | |
| 2016 | 382 | 649 | 1,031 | 0.15% | |
| *2017 | 354,873 | 324,320 | 679,193 | 99.50% | |
| Total | 354,989 | 327,651 | 682,640 | 100% | |
| * Includes current cycle billing | | | | | |

Town of Exeter
 General Fund Revenues (unaudited)
 As of March 31, 2018 and 2017

DRAFT

| General Fund Revenues Description | Current Year 2018 Budget vs Actual | | | | Prior Year 2017 Budget vs Actual | | | | Comparison of Actuals | |
|--|------------------------------------|-----------------------------|------------------------|-------------|----------------------------------|----------------------------|----------------------|-------------|-----------------------------|----------------------------|
| | 2018 Budget | Actual Revenue 3/31/2018 | \$ Variance | % Collected | 2017 Budget | Actual Revenue 03/31/17 | \$ Variance | % Collected | 2018 vs 2017 \$ Variance | 2018 vs 2017 % Variance |
| Property Tax Revenue | \$ 12,651,331 | \$ 16,293 | \$ (12,635,038) | 0.1% | \$ 12,242,483 | \$ 9,373 | \$ 12,233,110 | 0.1% | \$ 6,920 | 74% |
| Motor Vehicle Permit Fees | 2,650,000 | 711,228 | (1,938,772) | 27% | 2,630,000 | 683,341 | 1,946,659 | 26% | 27,887 | 4% |
| Building Permits & Fees | 500,000 | 22,807 | (477,193) | 5% | 500,000 | 82,166 | 417,834 | 16% | (59,359) | -72% |
| Other Permits and Fees | 210,000 | 19,122 | (190,878) | 9% | 205,000 | 17,165 | 187,835 | 8% | - | 0% |
| Meals & Rooms Tax Revenue | 754,028 | | (754,028) | 0% | 754,028 | | 754,028 | 0% | - | |
| State Highway Block Grant | 300,301 | 60,060 | (240,241) | 20% | 292,791 | 57,951 | 234,840 | 20% | 2,109 | 4% |
| Other State Grants/Reimbursements | 38,884 | 2,125 | (36,759) | 5% | 38,884 | 2,125 | 36,759 | 5% | - | 0% |
| Income from Departments | 950,000 | 183,526 | (666,474) | 19% | 850,000 | 198,886 | 651,114 | 23% | (15,360) | -8% |
| Sale of Town Property | 500 | - | (500) | 0% | 12,500 | - | 12,500 | 0% | - | |
| Interest Income | 1,000 | 109 | (891) | 11% | 1,000 | 80 | 920 | 8% | 29 | 36% |
| Other Miscellaneous Revenues | 23,000 | 7,775 | (15,225) | 34% | 22,180 | 8,282 | 13,898 | 37% | (507) | -6% |
| Revenue Transfers In/Out | 567,600 | - | (567,600) | 0% | 588,560 | - | 588,560 | 0% | - | |
| Total General Fund Revenues | \$ 18,646,644 | \$ 1,023,045 | \$ (17,523,599) | 5% | \$ 18,137,426 | \$ 1,059,368 | \$ 17,078,058 | 6% | (36,323) | -3% |
| Total Appropriations | 347,813 | 347,813 | - | | 506,199 | 506,199 | - | 0% | (158,386) | -31% |
| Gross Revenues & Appropriations | \$ 18,994,457 | \$ 1,370,858 | \$ (17,523,599) | 7% | \$ 18,643,625 | \$ 1,565,567 | \$ 17,078,058 | 8% | \$ (194,709) | -12% |

Town of Exeter
 General Fund Expenses (unaudited)
 As of March 31, 2018 and 2017

DRAFT

| DEPARTMENT | Current Year 2018 Budget vs Actual | | | | Prior Year 2017 Budget vs Actual | | | | Comparison of Actuals | |
|------------------------------------|------------------------------------|--------------------------|----------------|---------|----------------------------------|--------------------------|----------------|---------|--------------------------|-------------------------|
| | 2018 Budgeted Expenses | Actual Expenses 03/31/18 | \$ Variance | % Spent | 2017 Budgeted Expenses | Actual Expenses 03/31/17 | \$ Variance | % Spent | 2018 vs 2017 \$ Variance | 2018 vs 2017 % Variance |
| Total General Government | \$ 915,762 | \$ 299,213 | \$ 616,549 | 33% | \$ 917,030 | \$ 206,090 | \$ 710,940 | 22% | 93,123 | 45% |
| Total Finance | 839,945 | 189,664 | 650,281 | 23% | 819,193 | 173,139 | 646,054 | 21% | 16,525 | 10% |
| Total Planning & Building | 527,172 | 117,352 | 409,820 | 22% | 533,902 | 107,105 | 426,797 | 20% | 10,247 | 10% |
| Total Economic Development | 139,358 | 30,839 | 108,519 | 22% | 137,072 | 31,349 | 105,723 | 23% | (510) | -2% |
| Total Police | 3,700,556 | 820,427 | 2,880,129 | 22% | 3,835,634 | 833,040 | 3,002,594 | 22% | (12,613) | -1.5% |
| Total Fire | 3,852,527 | 819,307 | 3,033,220 | 21% | 3,774,065 | 813,467 | 2,960,598 | 22% | 5,840 | 1% |
| Total Public Works | 3,993,516 | 885,935 | 3,107,581 | 22% | 3,916,536 | 739,559 | 3,176,977 | 19% | 146,376 | 20% |
| Total Maintenance | 1,106,116 | 114,180 | 991,936 | 10% | 1,101,908 | 219,408 | 882,500 | 20% | (105,228) | -48.0% |
| Total Welfare | 37,387 | 16,153 | 21,234 | 43% | 37,778 | 13,455 | 24,323 | 36% | 2,698 | 20% |
| Total Human Services | 107,500 | - | 107,500 | 0% | 100,000 | - | 100,000 | - | - | 100% |
| Total Parks & Recreation | 526,256 | 135,021 | 391,235 | 26% | 495,969 | 103,845 | 392,124 | 21% | 31,176 | 30% |
| Total Other Culture/Recreation | 38,001 | 6,122 | 31,879 | 16% | 45,451 | 6,812 | 38,639 | 15% | (690) | -10% |
| Total Library | 1,014,633 | 230,630 | 784,003 | 23% | 1,002,526 | 177,616 | 824,910 | 18% | 53,014 | 30% |
| Total Debt Service & Capital | 1,524,250 | 155,507 | 1,368,743 | 10% | 1,117,392 | 140,581 | 976,811 | 13% | 14,926 | 11% |
| Payroll Benefits & Taxes | 323,665 | 276,139 | 47,526 | 85% | 302,970 | 48,248 | 254,722 | 16% | 227,891 | 472% |
| Total General Fund Expenses | \$ 18,646,644 | \$ 4,096,489 | \$ 14,550,155 | 22% | \$ 18,137,426 | \$ 3,613,714 | \$ 14,523,712 | 20% | \$ 482,775 | 13% |
| Appropriation for Warrant Articles | \$ 347,813 | \$ - | \$ 347,813 | 0% | \$ 506,199 | \$ - | \$ 506,199 | 0% | - | 0% |
| Total Expenditures | \$ 18,994,457 | \$ 4,096,489 | \$ 14,897,968 | 22% | \$ 18,643,625 | \$ 3,613,714 | \$ 15,029,911 | 19% | \$ 482,775 | 13% |
| Net Income/ (Deficit) | \$ - | \$ (2,725,631) | \$ (2,625,631) | -14% | \$ - | \$ (2,048,147) | \$ (2,048,147) | -11% | (677,484) | 33% |
| Amounts Voted from Fund Balance | \$ 150,000 | \$ 150,000 | \$ - | 100% | \$ 100,000 | \$ 100,000 | \$ - | 100% | | |

Memo

To: Select Board

From: Brian Comeau, Fire Chief *BC*

CC:

Date 4/20/18

Re: Information for Monday

Before we meet I wanted to share with the Select Board the proposal that accompanied the department's 2018 budget request.

Depart Name: Fire
 Dept Code: 503
 Division: Suppression

Proposal 2 - Hire 2 additional FF/Paramedic's or FF/AEMT's as Floaters in FY18

The second proposal would hire 2 additional FF/AEMT's of FF/Paramedic in May of 2018 to work peak call volume hours, typically week days between 6am and 6pm. While this does address additional staff during the very busy times and does add 2 members that could be available to respond while off-duty, it will require an agreement with the Exeter Professional Firefighters to work these hybrid shifts after 1 year.

A very real possibility, and the desire of the fire department leadership would be to use these shifts as a way to spread the cost of additional personnel over a 2 year period. In other words, hire 2 in FY18 and after 1 year they move to a shift and hire an additional 2 FF/AEMT's in FY 19 to work the peak daytime hours of 6am-6pm. Again, after 1 year the second round of hires would also move to a shift, bringing the shift strength to 7 personnel on duty.

The cost to add additional personnel may vary based on qualifications (Paramedic vs Advanced EMT's), so for these calculations and the likelihood that 2 Paramedics would not be available to hire, we have used 1 FF/Paramedic and 1 FF/AEMT, and split the insurance with a family plan and a 2-person plan.

Calculations:

| | | |
|--|-----------------------|--------|
| (1 FF/Paramedic & 1 FF AEMT) Salary /Wages = \$97,021 | (8 months = \$62,638) | |
| Holiday Pay - \$5,864 | (8 months = \$4,265) | |
| NH Retirement System Contributions - \$32,810 | (8 months = \$21,335) | |
| Medicare tax - \$1,492 | (8 months = \$970) | |
| Health Insurance, 1 BC Family plan and 1 BC 2-Person plan @ 87% employer contribution - \$47,541 | (8 months = \$31,694) | 28,176 |
| Dental Insurance, 1 Family plan and 1 2-Person plan - \$2,566 | (8 months = \$1,711) | |
| Life Insurance - \$120 | (8 months = \$80) | |
| Total for a full year = \$187,414 | | |

Proposal 2 Total for 8 months (May-December) 2018 = \$122,693

- **While this proposal is the least expensive, if this proposal is discussed and found to be acceptable. A strong recommendation would be to approve 2 additional FF/AEMT's again in FY19 to eventually bring the shift strength to 7 personnel on duty.**

1/8/18
SB

c. 79-E Application: 163 Water Street, Unit C-1

The board discussed a 79-E application for a new wine bar downtown. It is in a condo building, and the budget would be \$104,000. The property is at 163 Water Street Unit C-1. The board would need to hold a public hearing, then decide if public benefits are met and the period of tax relief to be granted from 1-9 years. The covenant to protect the public benefit will be decided on after, and will be reviewed by the legal counsel.

Tony Callendrello, the owner of the proposed wine bar, said that he would like to restore the vintage character of the property. He has a contractor working on architectural drawings, and would like to be open around the end of May or early June. Selectman Chartrand said that he thought it was a great project and that it fit within 79-E guidelines. Chairman Clement suggested January 29th for the public hearing.



d. FY18 Budget & Warrant Articles

Chairman Clement said that the meeting on January 16th would be a public hearing for the budget and warrant articles. Ms. Chester said that she had prepared a preliminary default budget. Mr. Dean said that they were at a 1.93% increase over FY17, with appropriations it is a 1.82% increase.

Chairman Clement said that he wanted to move forward to add two additional firefighter paramedics to the budget for an 8-month period, Monday-Friday work schedule. This would equal an additional \$122,693 to the fire department's budget. Selectman Chartrand expressed his concern that this was premature, and that money would be better spent on a study to target where calls are coming from. He thought more data was needed. He also pointed out that the budget recommendation committee suggested the study as well.

Chairman Clement disagreed, and pointed out the data from the fire department showing that they are understaffed and do not have enough personnel to respond to calls efficiently. Selectwoman Surman agreed, saying that additional data is not needed because they've known about understaffing for a while. Selectwoman Gilman asked what would happen if they did not come to an agreement on the collective bargaining. Chief Comeau said that he could assign people to different shifts as fire chief. He said the precedent for alternative shifts has already been set.

Selectwoman Corson asked why Exeter's numbers were more than other communities. She said that the current software should be able to give more information. Chief Comeau said that they have been working with the police department to produce software, and thinks the data given is accurate. He mentioned the aging population. 72% of EMS calls are 55+. Also, the number of calls per firefighter has increased, and the population has also gone up.

MOTION: Chairman Clement moved to add \$122,693 to the fire budget for personnel increases. Selectwoman Surman seconded the motion, and it passed 3-2-0, with Selectman Chartrand and Selectwoman Gilman voting nay.

Mr. Dean pointed out that the study would not be just for the fire department, but for ems, dispatch, and the police department as well. It would also look at dispatching overall and not purely staffing. Selectwoman Surman expressed her opinion that the study should not be a budget line item, and should instead be a warrant article. Selectwoman Corson agreed and said it would fit into the CIP.

Exeter Select Board
4/16/2018

Agenda: Swasey Parkway Turn Around

Dear Board Members,

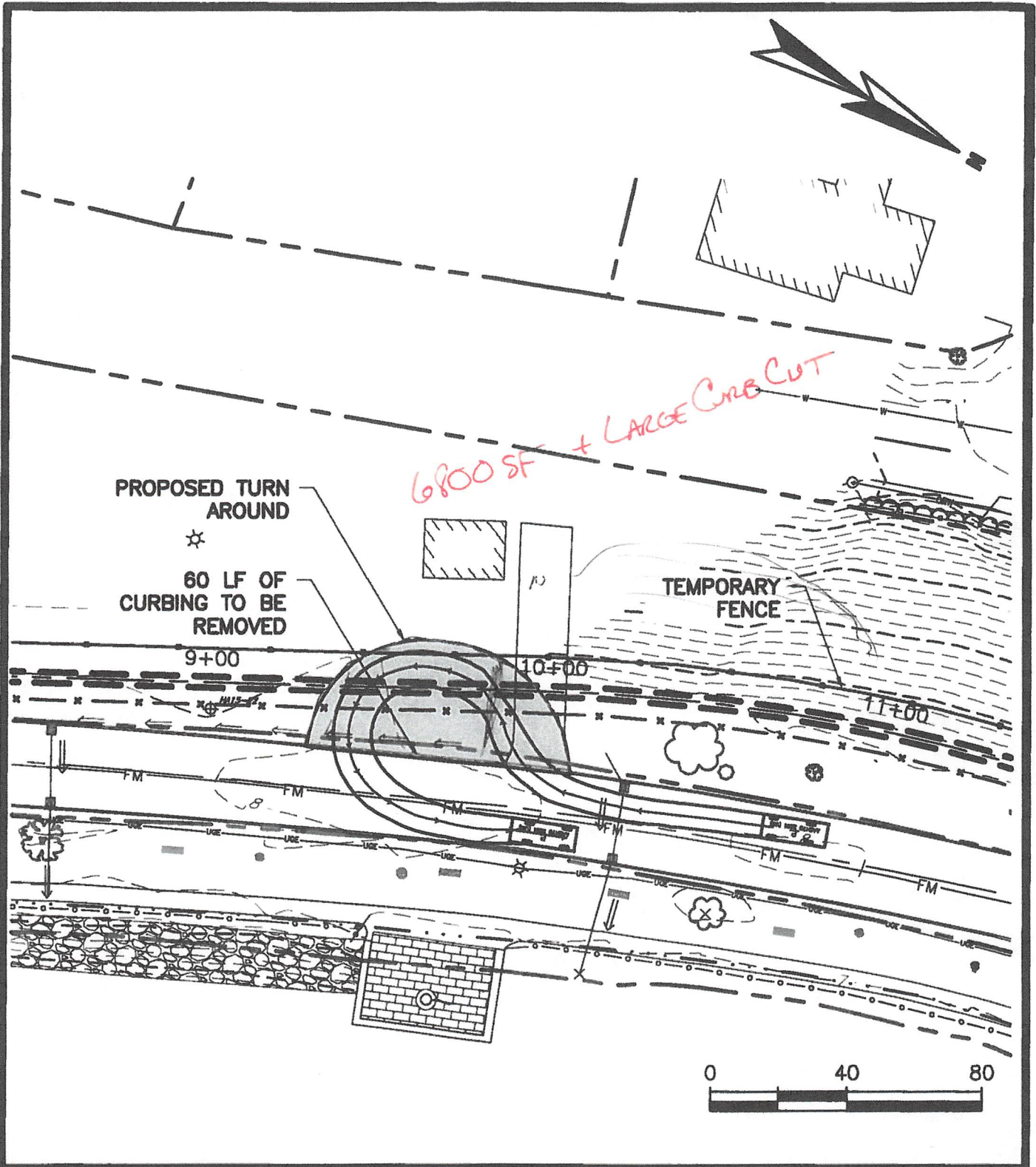
The Swasey Parkway Trustees have been discussing the possibility of a turn around in Swasey for the past three years.

Wright – Pierce Engineering has drawn three options. The trustees prefer Figure #1, with the turn around relocated to the right side of the paved road leading to the green block building.

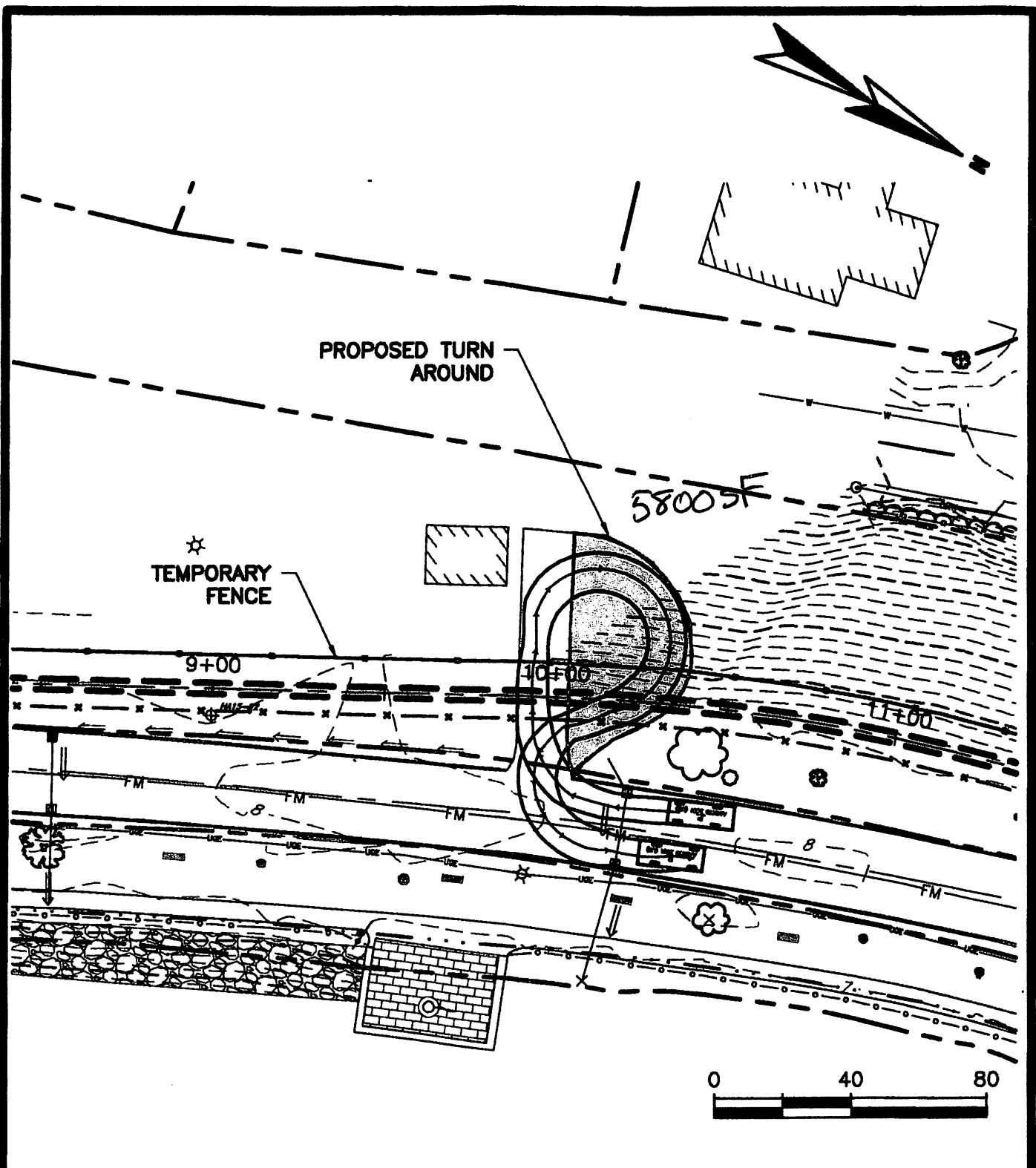
Thank you all for your time and input.

Mark W. Damsell

Swasey Parkway Trustee



| | | | | | |
|--|--|-----|----------------------|------------------------|-------|
| EXETER, NEW HAMPSHIRE CONTRACT NO. 3 MAIN PUMP STATION UPGRADES | | NO. | REVISIONS | DRAWN BY | APP'D |
| | | ① | TURN AROUND OPTION A | | EJL |
| PROJ NO: 12883 DATE: JUNE 2017 | | ② | | | |
| WRIGHT-PIERCE Engineering a Better Environment | | ③ | | | |
| FIGURE NO. 1 REFERENCE: DWG C-5 | | | | FIGURE: FIG1 | |



| | | | | |
|--|---|----------------------|----------|--|
| <p align="center">EXETER, NEW HAMPSHIRE CONTRACT NO. 3 MAIN PUMP STATION UPGRADES</p> | NO. | REVISIONS | DRAWN BY | APP'D |
| | ① | TURN AROUND OPTION B | | EJL |
| | ② | | | |
| <p>PROJ NO: 12883 DATE: JUNE 2017</p> | ③ | | | |
| <p>WRIGHT-PIERCE Engineering a Better Environment</p> | <p align="center">FIGURE NO. 2 REFERENCE: DWG C-5</p> | | | <p align="center">FIGURE: FIG2</p> |

SET

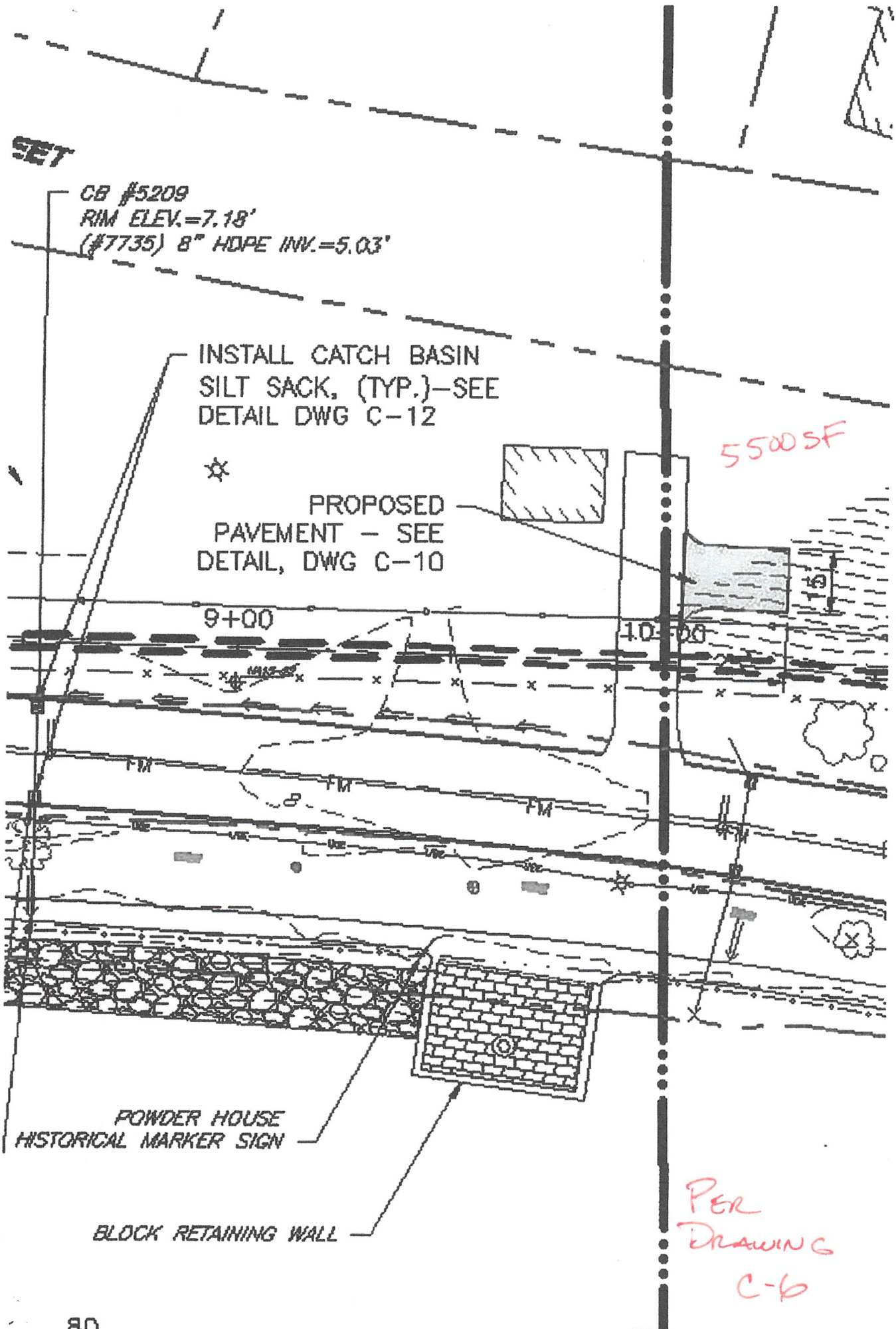
CB #5209
RIM ELEV.=7.18'
(#7735) 8" HDPE INV.=5.03'

INSTALL CATCH BASIN
SILT SACK, (TYP.)—SEE
DETAIL DWG C-12



PROPOSED
PAVEMENT — SEE
DETAIL, DWG C-10

5500 SF



POWDER HOUSE
HISTORICAL MARKER SIGN

BLOCK RETAINING WALL

PER
DRAWING
C-6

Town of Exeter

Communications Advisory Committee

Mission Statement:

The Communication Advisory Committee's role is to promote a more robust dialog between the town and its citizens evaluating and refining and expanding the different ways the town communicates.

Committee Charge:

Upon adopting the 2018 Town Master Plan the following action items were proposed. These action items provide the cornerstone of the Communications Advisory Committee:

1. Establish a small committee charged with researching municipal information and management technologies for the Town.
2. Evaluate the ways in which the Town communicates with the public and ensure that strategies maximize citizen engagement across multiple platforms. Determine the strategies that could be strengthened and move forward with ways for improvement.
3. Establish baselines to organize community forums to discuss issues important to Exeter. Ensure that events, especially large ones, provide options for food and child care.

Members of this advisory board shall consist of the following members:

There is hereby established by the Selectboard a seven(7) person Communications Advisory Committee

- 1 member of the Selectboard – Non Voting
- 1 member of the Economic Development Commission – Non Voting
- Exeter TV staff – Non Voting
- 1 staff from IT – Non Voting
- 7 At Large Members (appointed by Selectboard)

Other members shall serve three-year staggered terms. Initial appointments shall be made for 1,2, and 3 year terms and thereafter be 3 year term.

2018 Re-Appointments

| Committee | Name | Position | Current Term | New Term | Interest |
|--|---------------------|-----------|--------------|----------|----------|
| Conservation Commission | Bill Campbell | Voting | 4/18 | 4/21 | Yes |
| | Virginia Raub | Voting | 4/18 | 4/21 | Yes |
| | Marie Richey | Voting | 4/18 | 4/21 | |
| | David Short | Alternate | 4/18 | 4/21 | Yes |
| | Sally Ward | Alternate | 4/18 | 4/21 | Yes |
| | Vacant | Alternate | 4/18 | 4/21 | |
| | Vacant | Alternate | 4/19 | | |
| Exeter Arts Committee | Darius Thompson | Voting | 4/18 | 4/21 | Yes |
| | Irene Graham Hall | Voting | 4/18 | 4/21 | Yes |
| | John Moynihan | Voting | 4/18 | 4/21 | Yes |
| | Vacant | Voting | 4/19 | | |
| Exeter Economic Development Commission | Lizabeth MacDonald | Voting | 4/18 | 4/21 | No |
| | Chris Surrette | Voting | 4/18 | 4/21 | No |
| | Brian Lortie | Voting | 4/18 | 4/21 | No |
| Heritage Commission | John Merkle | Voting | 4/18 | 4/21 | Yes |
| | Vacant | Alternate | 4/18 | 4/21 | |
| | Vacant | Alternate | 4/19 | | |
| | Vacant | Alternate | 4/19 | | |
| | Vacant | Alternate | 4/20 | | |
| | Vacant | Alternate | 4/20 | | |
| Historic District Commission | Pam Gjettum | Voting | 4/18 | 4/21 | Yes |
| | Vacant | Alternate | 4/18 | 4/21 | |
| | Vacant | Alternate | 4/19 | | |
| | Vacant | Alternate | 4/20 | | |
| | Vacant | Alternate | 4/20 | | |
| Housing Authority | Vern Sherman | Voting | 4/18 | 4/23 | Yes |
| Planning Board | Pete Cameron | Voting | 4/18 | 4/21 | Yes |
| | Katherine Woolhouse | Voting | 4/18 | 4/21 | Yes |
| | Nicholas Gray | Alternate | 4/18 | 4/21 | Yes |
| River Advisory Committee | Richard Huber | Voting | 4/18 | 4/21 | Yes |
| | Vacant | Voting | 4/18 | 4/21 | |
| Rockingham Planning Commission | Gwen English | Voting | 4/18 | 4/22 | Yes |
| Zoning Board of Adjustment | Robert Prior | Voting | 4/18 | 4/21 | Yes |
| | Vacant | Voting | 4/18 | 4/21 | |
| | Hank Ouimet | Alternate | 4/18 | 4/21 | Yes |
| | Joanne Petito | Alternate | 4/18 | 4/21 | Yes |
| | Vacant | Alternate | 4/19 | | |
| | Vacant | Alternate | 4/20 | | |
| Water and Sewer Advisory Committee | Kelly Warner | Voting | 4/18 | 4/21 | Yes |
| | Bob Kelly | Voting | 4/18 | 4/21 | Yes |

**2018 ESTIMATED COST SHARE
Exeter Area Household Hazardous Waste Collection**

| | | | |
|---|-----------|------------------|---|
| 2017 Total Local Share Cost: | \$ | 19,443.00 | |
| 2018 Estimated Local Share Cost: | \$ | 972.15 | 5% increase from contractor plus |
| | \$ | 972.15 | 5% contingency |
| | \$ | 21,387.30 | Total |

| | 2016 OSI Population Estimate | Population Share | 2017 Cost Share | Estimated 2018 Cost Share |
|---------------|---------------------------------|------------------|--------------------|------------------------------|
| Exeter | 14,845 | 34.7% | \$6,744.04 | \$7,418.44 |
| Stratham | 7,359 | 17.2% | \$3,343.17 | \$3,677.49 |
| Newfields | 1,692 | 4.0% | \$768.67 | \$845.54 |
| East Kingston | 2,392 | 5.6% | \$1,086.68 | \$1,195.35 |
| Epping | 6,871 | 16.1% | \$3,121.47 | \$3,433.62 |
| Seabrook | 8,829 | 20.6% | \$4,010.99 | \$4,412.09 |
| South Hampton | 810 | 1.9% | \$367.98 | \$404.78 |
| Total | 42,798 | 100.0% | \$19,443.00 | \$21,387.30 |

Certificate of Authorization

I, **Andrea Kohler**, town clerk for the town of **Exeter**, New Hampshire am responsible for keeping **town** records. I do hereby certify that:

1. At the regular **Select Board** meeting held on **April 23, 2018**, the **Select Board** voted to accept Household Hazardous Wastes Collection grant funds and to enter into a grant contract with the NH Department of Environmental Services. The **Select Board** further authorized **the Town Manager** to execute any documents which may be necessary for this grant contract.
2. This authorization has not been revoked, annulled or amended in any manner whatsoever, and remains in full force and effect as of the date hereof.
3. The following person has been appointed to and now remains in the office indicated in 2, above:

Russell Dean, Town Manager

IN WITNESS THEREOF, I have hereunto set my hand as the Town Clerk of Exeter, New Hampshire, on this _____ day of _____, 20__ .

Town Clerk

(SEAL)

State of New Hampshire
County of Rockingham

On this the _____ day of _____, 20__ , before me, _____
(Notary Justice/Justice of Peace)

personally appeared _____ who acknowledged her/himself to be the Town Clerk of Exeter, being authorized so to do, executed the foregoing instrument for the purpose therein contained.

IN WITNESS THEREOF, I hereunto set my hand and seal.

(Notary Public/Justice of the Peace)

(SEAL)

Subject: GRANT OF MATCHING FUNDS PURSUANT TO RSA 147-B:6, I-A

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATIONS

| | | | |
|---|---|---|--|
| 1.1 State Agency Name Department of Environmental Services | | 1.2 State Agency Address 29 Hazen Drive Concord, NH 03301 | |
| 1.3 Grantee Name Town of Exeter | | 1.4 Grantee Address 10 Front Street Exeter, NH 03833 | |
| 1.5 Effective Date | 1.6 Completion Date June 30, 2019 | 1.7 Audit Date N/A | 1.8 Grant Limitation \$7,115 |
| 1.9 Grant Officer for State Agency Dean F. Robinson II, HHW Coordinator NH Department of Environmental Services | | 1.10 State Agency Telephone Number 603-271-2047 | |
| 1.11 Grantee Signature | | 1.12 Name & Title of Grantee Signor | |
| <p>1.13 Acknowledgment: State of New Hampshire, County of _____ On ____ / ____ / _____, before the undersigned officer, personally appeared the person identified in block 1.12., or satisfactorily proven to be the person whose name is signed in block 1.11., and acknowledged that s/he executed this document in the capacity indicated in block 1.12.</p> | | | |
| 1.13.1 Signature of Notary Public or Justice of the Peace (Seal) | | | |
| 1.13.2 Name & Title of Notary Public or Justice of the Peace | | | |
| 1.14 State Agency Signature(s) | | 1.15 Name/Title of State Agency Signor(s) Robert R. Scott, Commissioner | |
| 1.16 Approval by Attorney General's Office (Form, Substance and Execution) | | | |
| By: _____ | | Attorney, On: / / | |
| 1.17 Approval by the Governor and Council | | | |
| By: _____ | | On: / / | |

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

3. **AREA COVERED.** Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the state of New Hampshire.

4. **EFFECTIVE DATE; COMPLETION OF PROJECT.**

4.1 This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the Effective Date").

4.2 Except as otherwise specifically provided for herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").

5. **GRANT AMOUNT; LIMITATION ON AMOUNT; VOUCHERS; PAYMENT.**

5.1 The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.

5.2 The manner of, and schedule of payment shall be as set forth in EXHIBIT B.

5.3 In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.

5.4 The payment by the State of the Grant amount shall be the only, and the complete, compensation to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.

5.5 Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

6. **COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS.** In connection with the performance of the Project, the Grantee shall comply

with all statutes, laws, regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.

7. **RECORDS AND ACCOUNTS.**

7.1 Between the Effective Date and the date seven (7) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

7.2 Between the Effective Date and the date seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records or personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.

8. **PERSONNEL.**

8.1 The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.

8.2 The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform such Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

8.3 The Grant officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. **DATA: RETENTION OF DATA; ACCESS.**

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and

documents, all whether finished or unfinished.

9.2 Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3 No data shall be subject to copyright in the United States or any other country by anyone other than the State.

9.4 On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.

9.5 The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

10. CONDITIONAL NATURE OR AGREEMENT.

Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.

11. EVENT OF DEFAULT; REMEDIES.

11.1 Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

11.1.1 failure to perform the Project satisfactorily or on schedule; or

11.1.2 failure to submit any report required hereunder; or

11.1.3 failure to maintain, or permit access to, the records required hereunder; or

11.1.4 failure to perform any of the other covenants and conditions of this Agreement.

11.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

11.2.1 give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and

11.2.2 give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the

portion of the Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and

11.2.3 set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and

11.2.4 treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. TERMINATION.

12.1 In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.

12.2 In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.

12.3 In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.

12.4 Notwithstanding anything in this Agreement to the contrary, either the State or except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

13. CONFLICT OF INTEREST. No officer, member or employee of the Grantee and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interests or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement, the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.

15. **ASSIGNMENT AND SUBCONTRACTS.** The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit A without the prior written consent of the State.

16. **INDEMNIFICATION.** The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or Subcontractor, or subgrantee or other agent of the Grantee.

Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

17. **INSURANCE AND BOND.**

17.1 The Grantee shall, at its sole expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice has been received by the State.

18. **WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure or waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.

19. **NOTICE.** Any notice by a party hereto the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the

parties at the addresses first above given.

20. **AMENDMENT.** This agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire.

21. **CONSTRUCTION OF AGREEMENT AND TERMS.** This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

EXHIBIT A
List of Services

1. The Grantee shall conduct the collection portion of its Project for **Exeter, Stratham, Newfields, East Kingston, Epping, Seabrook, and South Hampton** in accordance with the terms and conditions of a contract which incorporates, at a minimum, all of the provisions set forth in Section 3 below between the Grantee and its contracted permitted hazardous waste transporter (the contractor). For purposes of this agreement, the contractor shall mean the primary contractor and the Subcontractor means all additional contractors that the contractor hires for participating in the Project.
2. The Grantee shall spend its grant monies solely for the purpose of paying the Project's contractor and/or for paying the expenses associated with conducting the Project's educational component, as required under the NH Hazardous Waste Rules Env-Hw 1003.07.
3. The Grantee shall enter into a contract with a contractor to perform the household hazardous waste collection project that includes, as a minimum, the following provisions:
 - a. That the contractor shall handle all household hazardous wastes collected at the project site as hazardous wastes, and shall comply with all state and federal laws and regulations governing hazardous waste, including but not limited to, the provisions of RSA 147-A and Chapter Env-Wm 100 through Chapter Env-Hw 1000 involving hazardous waste safety standards, transportation requirements, and requirements for proper generation, treatment, storage, and disposal of hazardous wastes. Said requirements shall include RSA 147-A, Chapter Env-Hw 100 through Chapter Env-Wm 1000, and those of the state(s) through which and to which the waste has been sent;
 - b. That the contractor must act as the generator of the hazardous wastes that it collects at the project site and that the contractor must sign the Project's manifest forms as such generator;
 - c. That the contractor must have all necessary permits and licenses to handle and transport hazardous wastes in New Hampshire and other states associated with the conduct of the project;
 - d. That the contractor may not assign or subcontract any of the duties to be performed under the contract without prior written approval by the Grantee and by the Department. Further, that any additional Subcontractor must also have all necessary permits and licenses to carry out the functions that are the subject of the subcontract;
 - e. That the contractor shall, at its sole expense, obtain and maintain in force, and shall require all Subcontractors to obtain and maintain in force, comprehensive public liability insurance against all claims of bodily injuries, death, or property damage, in amounts and terms complying with, at a minimum, all applicable state requirements for hazardous waste transporters, including NH Code of Administrative Rules Env-Hw 603.12. Such policies shall cover the State and the Grantee as additional insured parties and shall comply, in form and substance, with all applicable provisions of the NH Liability Insurance Act, RSA Ch. 412, and the rules thereunder;
 - f. That the contractor shall transport all household hazardous wastes collected at the project site to an authorized treatment, storage, or disposal facility. Said facility shall be in compliance with appropriate state and federal requirements.

EXHIBIT A

Page 2

- g. That the Grantee shall not pay the contractor until after (1) the Department has received copies of all Project manifest forms required under Part Env-Hw 510, including Copy #2 of all Project manifest forms signed by the operator of the permitted hazardous waste facility or facilities to which the Project's collected hazardous wastes were delivered, and (2) the Department has reviewed the Project's collection, handling, transportation, storage, treatment, recycling and disposal of hazardous waste for compliance with applicable state and federal requirements. The Department's payment of funds to the Grantee shall not be construed as a waiver of any past, present or future right, claim, or cause of action related to the performance of this agreement or the enforcement of any applicable State or federal law;
 - h. That the contractor shall adhere to a work plan and a site safety plan, such plans may be reviewed by the Department.
 - i. That the Department may exercise its authority to modify, suspend or terminate the Project if it decides that the Project poses a threat to human health or the environment; and
- 4. The Grantee shall conduct public education activities regarding household hazardous waste in accordance with the provisions of RSA 147-B:6, I-a and Section Env-Hw 1003.07. Said activities shall include those set forth in the Grantee's application for Grant Monies, as approved by the Department.
 - 5. The Grantee shall keep a count of persons participating in the Project and to conduct a questionnaire of said persons incorporating, at a minimum, the questions set forth on the Participant Exit Survey.
 - 6. The Grantee shall conduct the collection portion of its project on or before the completion date shown in Section 1.6 of the contract. Failure to do so may result in termination of this agreement.
 - 7. The Grantee shall allow the Department to have access to and conduct any monitoring of the Project deemed necessary by the Department to ensure its compliance with the terms of the contract and with state and federal statutes and regulations.

EXHIBIT B
Method of Payment

1. The State agrees to pay the Grantee the Grant Monies upon the successful completion of the Project. Successful completion shall mean that (1) the Grantee has fulfilled the terms and conditions of this agreement, (2) the Grantee's accounting records, submitted to the Department have been reviewed by the Department, (3) the contractor has fulfilled the terms and conditions of its contract with the Grantee, and (4) the State has received and reviewed all Project manifest forms required in accordance with this contract and all applicable state and federal requirements. No Grant Monies shall be paid to the Grantee until the Department has determined that all the Project's collected hazardous wastes have been delivered to a permitted hazardous waste facility and the Department has reviewed the handling, transportation, and storage, treatment, recycling and/or disposal of the Project's collected hazardous wastes for compliance with applicable state and federal requirements. Said requirements shall include RSA 147-A, Chapter Env-Wm 100 through Chapter Env-Wm 1000, and those of the state(s) through which and to which the waste has been sent. However, the payment of funds to the Grantee shall not be construed as a waiver by the Department of any past, present or future right, claim or cause of action related to the performance of this agreement or the enforcement of all applicable state or federal laws.
2. Upon fulfillment of the terms and conditions of this contract, including all of the conditions of a successful completion of the Project, the Department shall pay to the Grantee Grant Monies in the amount not to exceed \$7,115. This amount is based on a rate of **\$0.16625 per capita** and on a population base of **42,798** to be made to the Grantee within 30 days of either the Department's receipt of the Grantee to be served by this Project. However, in no case shall the Department pay more than fifty percent (50%) of the total costs of the Project. Payment shall be made to the Grantee within 30 days of either the Department's receipt of the Grantee's invoice or the Department's determination that the Project has been successfully completed in accordance with this contract, whichever is later.
3. Grantee expenses not directly associated with the Project shall not be reimbursable by the Department. Only costs that otherwise would not have been spent by the Grantee were it not for the Project, and the Grantee's coordination thereof, shall be reimbursed by the Department. Nonreimbursable items shall include, but not be limited to, the following: employee benefits, payroll taxes, insurance, rent, utilities, dues, and depreciation.
4. The Grantee agrees to expend monies on the Project in an amount not less than the Project's Grant Monies, in fulfillment of the matching requirement set forth in RSA 147-B:6, I-a and in Part Env-Wm 1003.
5. The Grantee agrees to pay for all Project costs beyond the amount of Grant Monies.
6. Prior to the Department's awarding of the Grant Monies specified in this agreement, the Grantee agrees to provide the Department with records showing an accounting for all monies spent and/or costs incurred from the Project, including the Project's Grant Monies. Further, the Grantee agrees that no Grant Monies shall be paid by the Department unless and until the Department has reviewed and determined that such costs or expenditures qualify for funding under the terms of this agreement, and all applicable state and federal requirements; provided that the Department's payment of funds to the Grantee shall not be construed as a waiver of any past, present or future right, claim or cause of action related to the performance of this agreement or any applicable state or federal law.
7. The Grantee agrees to submit an invoice to the State for the Grant Monies specified in this agreement. Said invoice shall be submitted to the NH Department of Environmental Services, 29 Hazen Drive, Concord, NH 03301-6509.

EXHIBIT C
Special Provisions

1. The State reserves the right to audit the Grantee's expenditures for the Project and to retract and/or seek reimbursement for Grant Monies paid to the Grantee whenever, subsequent to payment of Grant Monies, it becomes known that any of the terms and conditions of this agreement were, in fact, not fulfilled.
2. Paragraph 15 of the General Provisions is amended in that the parties intend the Grantee to retain a Contractor in accordance with Exhibit A of this agreement.

List for Select Board meeting April 23, 2018

Vet Credit

| Map/Lot | Location | Amount |
|----------|-------------------------|---------------------|
| 63/46 | 6 Comings Ct | Denied |
| 85/61 | 12 Pleasantview Dr | Denied |
| 68/6/211 | 6 Sterling Hill Ln u211 | See enclosed Letter |

Elderly Exemption

| Map/Lot | Location | Amount | Map/Lot | Location | Amount |
|------------|-----------------------|---------------------|-------------|-----------------------|---------------------|
| 65/151 | 17 Highland St | 236,251 | 64/105/2 | 2 Hayes MH Pk | 236,251 |
| 64/105/52 | 52 Hayes MH Pk | 183,751 | 95/64/225 | 16 Alder St | 152,251 |
| 64/105/35 | 35 Hayes MH Pk | 152,251 | 95/64/322 | 54 Hilton Ave | 152,251 |
| 64/65 | 3 Jady Hill Ct | Denied | 63/154 | 55 Park St | 183,751 |
| 104/79/102 | 102 Robinhood Dr | 183,751 | 104/79/110A | 110A Robinhood Ext | 183,751 |
| 64/57/2 | 3B Woodlawn Cir | 152,251 | 54/4/63 | 50 Brookside Dr P7 | 236,251 |
| 18/1 | 60 Beech Hill Road | 236,251 | 96/2/13 | 13 Strout's Park | 152,251 |
| 80/6/24 | 1 Liberty Lane | 236,251 | 103/13/22 | 22 Donna Dr | 183,751 |
| 63/62 | 51 Columbus Ave | 236,251 | 104/79/406 | 406 King Arthur Court | 236,251 |
| 65/124/32 | 105 Portsmouth Ave 32 | 236,251 | 55/20 | 16 Colcord Pond Dr | Denied |
| 86/24 | 24 Hampton Falls Rd | 236,251 | 64/105/49 | 49 Hayes MH Pk | 183,751 |
| 64/4 | 19 Green St | 236,251 | 32/12/20 | 20 Beech Hill MH Pk | 152,251 |
| 51/5 | 4 Stonybrook Lane | Denied | 71/15 | 212 Front St | 152,251 |
| 95/64/187 | 7 Hilton Ave | 152,251 | 95/64/60 | 8 Willow St | 152,251 |
| 26/13 | 84 Watson Road | 152,251 | 64/105/63 | 63 Hayes | 152,251 |
| 104/79/707 | 707 Nottingham Dr | 152,251 | 64/105/11 | 11 Hayes MH Pk | 236,251 |
| 109/1 | 74 Drinkwater Road | Denied | 61/15 | 6 Greenleaf Dr | 183,751 |
| 87/18/17 | 17 Pine Meadows Dr | 236,251 | 69/16 | 15 Fuller Lane | 152,251 |
| 64/17 | 1 Dewey St | 152,251 | 73/220 | 16 School St | 152,251 |
| 63/190 | 10 wadleigh St | 183,751 | 104/79/21 | 21 Sir Lancelot Dr | 152,251 |
| 104/79/606 | 606 Canterbury Dr | 236,251 | 80/6/39 | 6 Liberty Lane | 152,251 |
| 86/20/11 | 11 Pine Grove Road | 152,251 | 74/132 | 199 Front St | 208,080 multifamily |
| 104/79/510 | 510 King Arthur Court | 183,751 | 81/36 | 29 Westside Dr | Denied |
| 95/64/252 | 9 Peach St | See enclosed Letter | | | |

Disability Exemption

| Map/Lot | Location | Amount |
|-----------|----------------------|---------|
| 32/12/24 | 20 Beech Hill Lot 24 | 125,000 |
| 95/64/295 | 51 Hilton Ave | 125,000 |
| 87/14/17A | 17 First St | 125,000 |
| 95/64/144 | 20 Morton St | 125,000 |
| 32/12/23 | 23 Beech Hill MH Pk | 125,000 |
| 95/64/117 | 26 Cherry St | 125,000 |
| 95/64/214 | 21 Hilton Ave | 125,000 |
| 32/12/4 | 4 Beech Hill MH Pk | 125,000 |
| 103/13/40 | 40 Deep Meadow | 125,000 |
| 95/64/55 | 9 Wayland Cir | 125,000 |

Intent to Cut

| Map/Lot | Location | Acres |
|---------|------------------|-------|
| 104/70 | 98 Linden Street | 5 |



Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: sriffle@exeternh.gov
Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

Facility Requested: Town Hall (Main Floor/Town Hall Stage) Balcony

Representative Information:

Name: Bobbi Vandenburg Address: 120 Water St.
Town/State/Zip: Exeter, NH 03833 Phone: 603-772-2411
Email: bobbi@exeterarea.org Date of Application: 4-11-18

Organization Information:

Name: Exeter Area Chamber Address: 120 Water St.
Town/State/Zip: Exeter, NH 03833 Phone: 603-772-2411

Reservation Information:

Type of Event/Meeting: Chamber Ambassador Monthly Meeting Date: Sept. 6, 2018
Times of Event: 7:30-10:00 Times needed for set-up/clean-up: Oct. 4, 2018
of tables: 2-3 # of chairs: 10-18

List materials being used for this event: _____
Will food/beverages be served? Description: perhaps occasionally - pastries + some will bring their own coffee

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125.00 per day. A rental fee waiver may be requested fee in writing.

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 or room on the right of the foyer, the electrical outlet cannot exceed 20 amps.

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

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 additionally insured.

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: Bobbi Vandenburg Date: 4-11-18

Authorized by the Select Board/Designee: _____ Date: _____

Office Use Only:

Liability Insurance: On file In-process Will receive by _____
Fee: Paid Will pay by _____ Non-profit fee waiver requested



Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: sriffle@exeternh.gov
Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

Facility Requested: Town Hall (Main Floor/Town Hall Stage) Balcony

Representative Information:

Name: Bobbi Vandenbulcke Address: 120 Water St.
Town/State/Zip: Exeter, NH 03833 Phone: 603-772-2411
Email: bobbi@exeterarea.org Date of Application: 4-11-18

Organization Information:

Name: Exeter Area Chamber Address: 120 Water St.
Town/State/Zip: Exeter, NH 03833 Phone: 603-772-2411

Reservation Information:

Type of Event/Meeting: Chamber Ambassador Monthly Meeting Date: May 3, 2018
July 8, 2018
Aug 2, 2018
Times of Event: 7:30-10:00 Times needed for set-up/clean-up: _____
of tables: 2-3 # of chairs: 10-18

List materials being used for this event: _____
Will food/beverages be served? Description: perhaps occasionally -- pastries
+ some will bring their own coffee

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125.00 per day. A rental fee waiver may be requested fee in writing.

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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: Bobbi Vandenbulcke Date: 4-11-18

Authorized by the Select Board/Designee: _____ Date: _____

Office Use Only:

Liability Insurance: On file In-process Will receive by _____
Fee: Paid Will pay by _____ Non-profit fee waiver requested



TOWN OF EXETER

Planning and Building Department

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 772-4709

www.exeternh.gov

Date: April 19, 2018
To: Russ Dean, Town Manager
From: Dave Sharples, Town Planner
Re: Winter Street Cemetery tree removal

In accordance with the Town's Purchasing Policy, I have attached four informal written bids to remove trees at the Winter Street Cemetery. All four bids are for an identical scope of work which includes the removal of 22 trees at the Winter Street Cemetery. Regardless of who completes the work, a short section of Winter Street from Front St to Railroad Ave will need to be closed during the project which is expected to take two days. I have enclosed a map showing the road closure area.

As you will note from the enclosed bids, Knowles Tree Service is the low bidder at \$18,000 and I recommend we award the job to them. The price does not include police detail as I recommend we pay them directly for the detail instead of the contractor being a pass through entity. I estimate the total price for the police detail will be \$992 (\$62/hour X 16 hours). I would request the Select Board authorize a not-to-exceed price of \$20,000. The project and police detail will be approximately \$19,000 leaving about \$1,000 to do some additional work if needed.

I would like to request that this matter be placed on the next Select Board meeting for their consideration since they are the agents to expend out of the recently created cemetery capital reserve fund. I have provided a motion below that the Select Board could use if they choose to approve the request.

Motion: *I move that the Town Manager is authorized to execute any documents and/or agreements and take any and all such actions on behalf of the Town, to complete the tree removal project at the Winter Street Cemetery for an amount not-to-exceed \$20,000 to be expended from the Town of Exeter Cemeteries Capital Reserve Fund.*

Thank you.

enc (5)

4/18/18

dsharples@exeterNH.gov

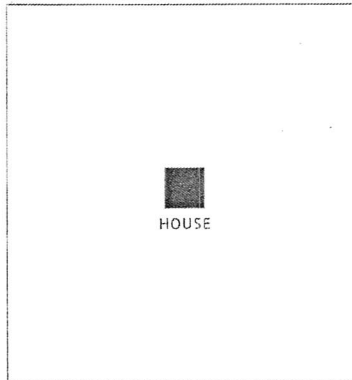
004086

ESTIMATE JOB

PO Box 346, 8 Birch Road
North Hampton, NH 03862
www.KnowlesTreeService.com
Phone: 603-964-5803
Fax: 603-964-1540



JOB ESTIMATE / INVOICE



Contact Person Dave Sharples
Phone 603773-6114 Alt Phone 603841-0943
Name Town of Exeter
Address Winter Street Cemetary
Billing Address _____
City Exeter State NH Zip 03833

Knowles Tree will provide labor and equipment to do the following work:

Removal of 20 Pines @ marked
Removal of 1 Cherry tree
Removal of 1 maple tree
two days with crane

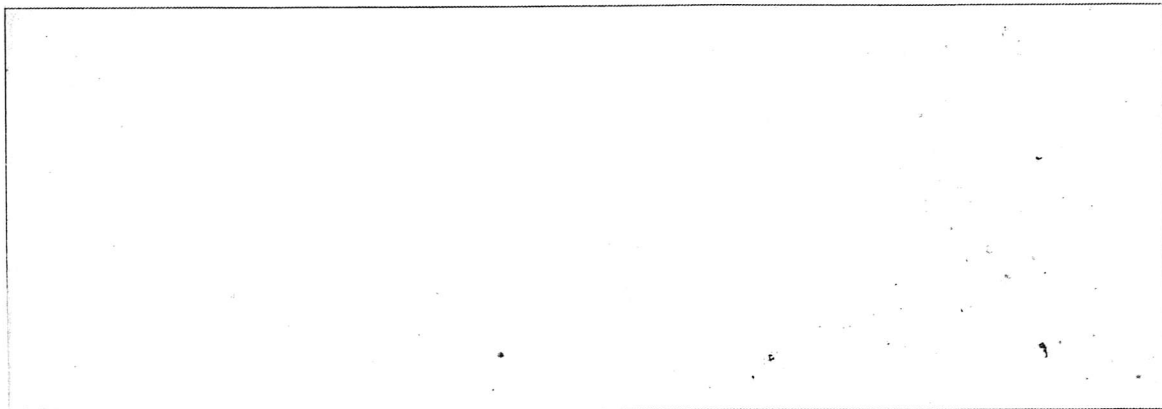
Tree Work 18,000.00
Stump Grinding NO
Other _____
TOTAL _____

GRIND STUMPS: Yes No Only Marked Stumps
EQUIPMENT NEEDED: Crane Bucket Ground Chipper Mulcher/Grapple
 Chip Truck Log Truck Stump Grinder Pole Saw Mats
GROUND/CONDITIONS: Dry Days Weeks Winter Only

Directions / Special Instructions: Town of Exeter is responsible
for Police detail and closing of Roads during
work being done.

- The customer or authorized signer for the tree work warrants that all trees listed in this contract are located on their property. If not they have obtained written permission from the owner to allow Knowles Tree Service to work on them.
- Knowles Tree Service, Inc., their employees and representatives will not be responsible for any and all UNDISCLOSED UTILITIES included but not limited to: septic systems, dry wells, cesspools, storage tanks, irrigation systems.
- Due to size of equipment, we assume no liability for lawn or driveway damage incurred on the property. All hazards and precautions will be fully stated in writing.
- Payment is due in full upon completion of above work unless other arrangements have been made. 1.5% interest will be assessed on all balances over 30 days. All collection fees paid by client.

I agree with the above terms and conditions: Accepted By Phone Date _____
Owner's Signature _____ Date _____
Rep of Knowles Tree _____ Date _____
Billed _____ Paid _____ Date _____ Inv# _____



Estimate

Accurate Tree Service LLC
150 Londonderry Turnpike
Hooksett, NH 03106

| |
|-----------------------------------|
| Name/Address |
| Winter St. Cemetery Exeter, NH |

| Date | Estimate No. | Project |
|----------|--------------|---------|
| 04/16/18 | 1524 | |

| Item | Description | Total |
|--|--------------------------------------|--------------------------|
| 60 Ton | Tree removal at Winter St. Cemetery. | 21,000.00 |
| Payment is due within 14 days of job completion. 18% annual interest will be added to any invoice over 30 days. | | Total \$21,000.00 |



PROPOSAL

A TREE HEALTH COMPANY, INC.

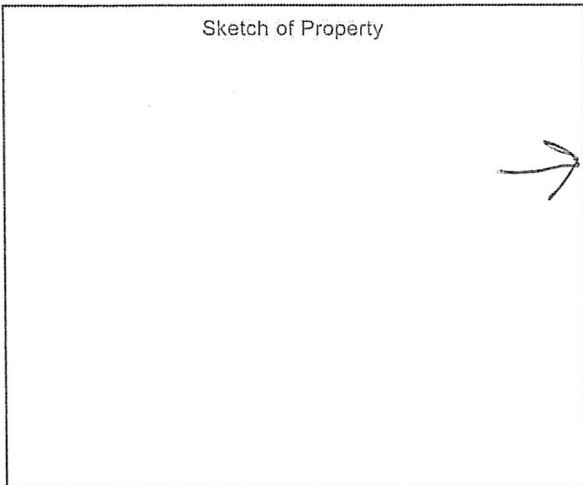
Urban Tree Management • Tree Pruning & Removal • Stump Grinding
 Cabling & Bracing • Tree Planting • Consultation • Lawn Sprays
 Insect & Disease Tree Sprays • Vegetation Control • Fertilization
 Certified Arborists and Licensed Pesticide Applicators in NH, ME, MA

119A Walnut Street, P.O. Box 1631, Rochester, NH 03866-1631
 Tel. 603-332-1246 • Fax 603-335-0522 • Email: info@urbantreeservice.com

Date: 4/11/18

Submitted to: Town of Exeter
 Mailing Address: 10 Front St. Attn: Dave Sharples
 City, State, Zip: Exeter NH 03833
 Home Phone: _____ Work Phone: _____ Cell: 841-0943
 Property Location: Winter St Cemetery Email: dsharples@exeternh.gov
 Recommendations: _____

| | Estimated Costs: |
|---|-------------------------------|
| <u>Remove 16 Pines to left of entrance</u> | |
| <u>Remove 1 Pine stem + 1 Cherry to right of entrance</u> | |
| <u>Remove dead double stem pine + dead single stem pine at center of cemetery</u> | |
| <u>Remove Maple near entrance road</u> | |
| <u>Remove declining Ash in center of cemetery (may need to remove for crane access)</u> | |
| <u>* will need to remove 2 Maples along front st for crane access</u> | |
| | TOTAL: # <u>19,750</u> |



Remove declining Ash in center of cemetery (may need to remove for crane access)
* will need to remove 2 Maples along front st for crane access

Special Notes:
Chip Debris Haul logs
cut stumps low
* Town responsible for road closure of traffic detail

We propose hereby to furnish materials and labor—complete in accordance with the above specifications. Our workmen are fully covered by Liability Insurance and Workman's Compensation Insurance. We are pleased to submit this agreement for proposed work. If you wish to proceed with the work, please sign below. Payment in full is due within 10 days of job completion. All work being done in accordance with ANSI A300 standards unless otherwise noted. See Terms & Conditions on reverse.



Thank you.

Authorized Company Signature: Chris Tule

Accepted by: _____ Date: _____

BURL LAND CLEARING LLC



COMMERCIAL AND RESIDENTIAL
 TREE CUTTING, CHIPPING AND STUMP GRINDING
 GRAPPLE LOADS AND CUT, SPLIT FIREWOOD

| |
|--------------------------------------|
| Name / Address |
| Winter Street Cemetary Exeter. NH |

ESTIMATE

| | | |
|-------------|-------------------|----------------|
| Date | Estimate # | Project |
| 4/20/2018 | 3418 | |

| Description | Total |
|---|--------------------------|
| Tree removal with crane and chipping crew at Winter St. Cemetery. | 21,000.00 |
| Payment is due within 5 days of job completion 18% annual interest will be added to all invoices over 30 days Timber tax and boundry marking is the landowners responsibility | TOTAL \$21,000.00 |

150 LONDONDERRY TURNPIKE . HOOKSETT . NH . 03106
 (O) 603.645.6011 (F) 603.232.2667 (E) burllandclearing@aol.com

Winter Street Cemetery



Road closure area

Memo

To: Russell Dean, Town Manager
From: Justin Pizon, Assistant Fire Chief
cc:
Date: 4/10/2018
Re: Voluntary Address Changes



Please find the attached application for a voluntary address change affecting 10 Beech Hill Road.

After careful review and input from the owner, the E911 Committee has agreed to keep 10 Beech Hill Road as a current address. The Select Board had previously approved this address to be renamed and numbered from 10 Beech Hill Road to 44 Redberry Road. As the address was officially changed, a voluntary address form was required (attached).

Per Town ordinance chapter 14, the Select Board must approve or reject this request. Once the Board of Selectmen have acted, I will notify the appropriate parties.

Thank you for your time,

Justin

DATE 4/4/2018

MAP ³² LOT 3

TOWN OF EXETER NH

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: Robert Eldredge

MAILING ADDRESS 10 Beech Hill Road

LOCATION OF PROPERTY: 44 Redberry Road

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: 44 Redberry Road

TO: 10 Beech Hill Road. FOR EMERGENCY RESPONDERS TO EASILY LOCATE THE
PROPERTY.

Signature of property owner(s): Robert G. Eldredge Sr.

Board of Selectmen: Approval Rejected

Explanation: After consideration, input from owner to E911 Committee,
will revert address back to 10 Beech Hill Road.

Date recommended by E911 4/3/2018

Date adopted by Board of Selectmen / /

2019 Reappointment

District: 32

| Location | | Exeter | | | | | | | | Check box if Participated in Training per Res 5605 | Write NO below if individual will not be reappointed |
|---------------|----------|---------|------------------------|------------|------------------|------------------|--------------|--------------|---|--|--|
| Title | LName | FName | Addr | City | Can Issue Permit | Can issue Notice | Home# | Bus# | Email | | |
| Deputy Warden | Bradford | Mark | 19 Newfields Rd | Exeter | Yes | Yes | 603-817-9826 | 603-773-6131 | mbradford@efd.exeternh.gov | <input checked="" type="checkbox"/> | |
| Deputy Warden | Greene | Jason | 206 North Haverhill Rd | Kensington | YES | yes | 603-778-2776 | 603-773-6131 | jg3491@yahoo.com Jgreene@exeternh.gov | <input checked="" type="checkbox"/> | |
| Deputy Warden | Liporto | Jeffrey | 24 Abbey Rd | Brentwood | yes | Yes | 603-396-2121 | 603-773-6131 | Jliporto@efd.exeter.nh.gov | <input checked="" type="checkbox"/> | |
| Deputy Warden | Matheson | Donald | 20 Court Street | Exeter | YES | NO | 603-772-4234 | 603-773-6131 | drmpiper@yahoo.com | <input checked="" type="checkbox"/> | |
| Deputy Warden | Morin | Paul | 24 Ridge Crest Drive | Exeter | YES | YES | 603-772-1818 | 603-773-6131 | pmorin@exeternh.gov | <input checked="" type="checkbox"/> | NO |
| Deputy Warden | Pizon | Justin | 20 Court Street | Exeter | YES | NO | 603-305-5861 | 603-773-6131 | | <input checked="" type="checkbox"/> | |
| Deputy Warden | Wilking | Eric | 162 Pickpocket Road | Brentwood | YES | YES | 603-528-4443 | 603-773-6129 | ewilking@town.exeter.nh.us ewilking@exeternh.gov | <input checked="" type="checkbox"/> | |

| <i>Location</i> | | <i>Exeter</i> | | | | | | | | | Check box if Participated in Training per Res 5605 | Write NO below if individual will not be reappointed |
|--|-------------|---------------|-----------------|--------|------------------------|------------------------|--------------|--------------|---------------------------|--|---|--|
| Title | LName | FName | Addr | City | Can Issue Permit | Can issue Notice | Home# | Bus# | Email | | | |
| Issuing Agent | Albine | Anthony | 20 Court Street | Exeter | YES | NO | 603-778-0519 | 603-773-6131 | | | <input type="checkbox"/> | |
| Issuing Agent | Avellino | Michael | 20 Court Street | Exeter | yes | no | 603-738-8877 | 603-773-6131 | | | <input type="checkbox"/> | |
| Issuing Agent | Baillargeon | Susan | 20 Court Street | Exeter | Yes | No | 603-778-8447 | 603-773-6131 | sbaillargeon@exeternh.gov | | <input type="checkbox"/> | |
| Issuing Agent | Booth | Ryan | 20 Court Street | Exeter | YES | NO | 603-556-0160 | 603-773-6131 | | | <input type="checkbox"/> | |
| Issuing Agent | Bradford | Mark | 20 Court Street | Exeter | YES | NO | 603-659-8012 | 603-773-6131 | | | <input type="checkbox"/> | NO |
| <i>BRADFORD is now a Deputy Water, and should Remain</i> | | | | | | | | | | | | |
| Issuing Agent | Chase | Justin | 20 Court Street | Exeter | Yes | No | 603-724-4980 | 603-773-6131 | jchase@efd.exeternh.gov | | <input type="checkbox"/> | |
| Issuing Agent | Childs | James Bren | 20 Court Street | Exeter | Yes | No | 561-676-2100 | 603-773-6131 | bchilds@efd.exeternh.gov | | <input type="checkbox"/> | |
| Issuing Agent | Conner | Roger | 20 Court Street | Exeter | Yes | No | 603-686-6041 | 603-773-6131 | Rconner@efd.exeternh.gov | | <input type="checkbox"/> | |

| Title | LName | FName | Addr | City | Can Issue Permit | Can issue Notice | Home# | Bus# | Email | Check box if Participated in Training per Res 5605 | Write NO below if individual will not be reappointed |
|---------------|--------|---------|------------------|-----------|------------------|------------------|--------------|--------------|----------------------|--|--|
| Issuing Agent | Cook | Mark | 20 Court Street | Exeter | yes | no | 603-702-0821 | 603-773-6131 | | <input type="checkbox"/> | NO <i>please find attached application as Deputy Warden</i> |
| Issuing Agent | Curtis | Richard | 20 Court Street | Exeter | yes | no | 603-438-7116 | 603-773-6131 | | <input type="checkbox"/> | NO |
| Issuing Agent | Dawson | Lee | 20 Court Street | Exeter | YES | NO | 603-580-2028 | 603-773-6131 | | <input type="checkbox"/> | |
| Issuing Agent | Fritz | Jason | 20 Court St | Exeter | YES | NO | 603-231-4090 | 603-773-6131 | | <input type="checkbox"/> | |
| Issuing Agent | Greene | Matthew | 235 Atlantic Ave | North Ham | yes | no | 603-591-5391 | 603-642-5500 | mattgreene@gmail.com | <input type="checkbox"/> | |
| Issuing Agent | Holmes | Stephen | 20 Court Street | Exeter | yes | no | 603-867-7117 | 603-773-6131 | | <input type="checkbox"/> | |
| Issuing Agent | Martin | Andrew | 20 Court St | Exeter | yes | no | 603-828-7416 | 603-773-6131 | | <input type="checkbox"/> | |
| Issuing Agent | Preble | Todd | 20 Court Street | Exeter | YES | NO | 603-770-5941 | 603-773-6131 | | <input type="checkbox"/> | |

Location*Exeter*

| Title | LName | FName | Addr | City | Can Issue Permit | Can issue Notice | Home# | Bus# | Email | Check box if Paticipated in Training per Res 5605 | Write NO below if individual will not be reappointed |
|---------------|-----------|---------|-------------------|----------|------------------|------------------|--------------|--------------|-----------------------------|---|--|
| Issuing Agent | Robicheau | Patrick | 20 Court Street | Exeter | yes | no | 603-702-2127 | 603-773-6131 | | <input type="checkbox"/> | |
| Issuing Agent | Sirois | Timothy | 20 Court Street | Exeter | Yes | No | 603-793-1803 | 603-773-6131 | tsirois@efd.exeternh.gov | <input type="checkbox"/> | |
| Issuing Agent | Slattery | Matthew | 20 Court Street | Exeter | Yes | No | 603-498-3666 | 603-773-6131 | msslattery@efd.exeternh.gov | <input type="checkbox"/> | |
| Issuing Agent | St. James | Kevin | 20 Court Street | Exeter | yes | no | 603-642-3571 | 603-773-6131 | | <input type="checkbox"/> | |
| Issuing Agent | Stevens | Paul | 20 Court Street | Exeter | YES | NO | 603-817-5959 | 603-773-6131 | | <input type="checkbox"/> | |
| Issuing Agent | Turner | Steven | 2 Cottage St | Kingston | YES | NO | 603-642-5360 | 603-642-3626 | kfd25r1@comcast.net | <input type="checkbox"/> | |
| Warden | Comeau | Brian | 149 Kingston Road | Exeter | YES | YES | 603-659-2524 | 603-772-1212 | bcomeau@exeternh.gov | <input checked="" type="checkbox"/> | |

B. Comm

4-18-18

Forest Fire Warden Approval

Date

DISCLAIMER STATEMENT: Warden Signature indicates that the Job description has been read and discussed with me.

Forest Ranger Approval

Date

The Selectmen/Mayor/Town/City Manager recommends the above named persons:

[Signature]
Chairman, Mayor, Town/City Manager

Selectman

Selectman

Director

Date

Mail Documents back to:
Forests and Lands
172 Pembroke Rd
Concord NH 03301

RSA 227-L:7 Forest Fire Warden Appointment

- I. The selectmen of towns and the mayors of cities shall, and other citizens may, recommend to the director the names of such persons as may in their estimation be fit to fill the offices of forest fire warden and deputy forest fire warden in their respective towns and cities.
- II. After investigation the director shall appoint from the persons so recommended no more than once competent person in each town or city to be the forest fire warden for the town or city, and such deputy forest fire wardens as the director deems necessary. In such towns or cities where the fire chief is not the appointed town or city forest fire warden, the fire chief shall be appointed as a deputy forest fire warden. The director may appoint a forest fire warden or deputy forest fire warden for 2 or more towns or parts of towns.



Lisa MacFarlane
Principal Instructor

April 16, 2018

Mr. Russell Dean
Town Manager
Exeter Town Offices
10 Front Street
Exeter, NH 03833

Dear Russ,

As in past years, Phillips Exeter Academy is planning to hold its graduation exercises outdoors, weather permitting. This year's date is Sunday, June 3, 2017, commencing at 10:30 a.m. It would not be possible to conduct our exercises outside unless traffic is stopped on Front Street, between Tan Lane and Elm Street, and on Tan Lane itself. I am therefore writing to request the Town's permission to stop the flow of traffic at those points between 9:30 a.m. and 1:00 p.m. In case of rain, we will need to hold graduation in Love Gym, and therefore request permission to close off Court Street, instead of Front Street, for those times. The Academy will make arrangements and pay the cost of police and temporary barricades.

If permission is granted, we will notify the churches on Front Street in advance and also make arrangements with the Baptist Church that will permit members of their congregation to park in front of the Church itself, in front of the Exeter Historical Society building, and also on Spring and Elm Streets.

Thanks to you and the Board of Selectmen for your consideration of this request. I look forward to a reply at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads "Lisa MacFarlane".

cc: Paul Gravel
Peter Vorkink
Mark Leighton

5 Grandview Terrace
Exeter, NH
April 5, 2018

Russell Dean, Town Manager
Exeter Town Hall
10 Front Street
Exeter, NH

Dear Mr. Dean,

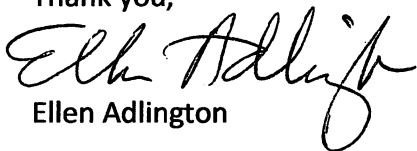
As an Exeter resident, I was delighted to hear about SWAG on Swasey, the antique show that brings a new and important venue to our town. I am also a participant in the shows and can attest to the fact that they have been well attended and well received. I have heard nothing but positive feedback from other dealers and browsers/shoppers. All look forward to the continuation of this event.

Beth Dupell, the organizer of SWAG on Swasey, has been able to attract and maintain a high level of quality among the dealers. Most are from the area or within a 50 mile radius, and participate in other shows and shops with fine reputations. As the dealers are getting to know Exeter, they are also frequenting local businesses. Shoppers from other towns attend the shows and are learning about what Exeter businesses have to offer. All in all, the shows have increased foot traffic to the benefit of local businesses.

As a footnote, during the February show in Town Hall, the small room near the entrance was opened up to allow GIA (Girls in Action, a division of EAGFWC) to have a bake sale. All the proceeds went to WomenAid, a non-profit that benefits the seacoast area.

I do hope that the shows continue to flourish as they are a valued addition to town events.

Thank you,


Ellen Adlington

Town Manager's Office

APR - 9 2018

Received

Greetings,

I wanted to send a note as the new Chair of the Swasey Park Trustees to update everyone on the current status of the board and the meeting schedule moving forward. There have been a lot of concerns with lack of transparency and 91A "Right To Know" violations, and hopefully these changes will help resolve these issues.

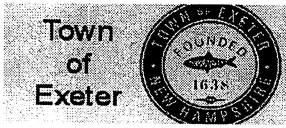
1. There will be a regular scheduled meeting the last Friday of each month at 8:15 am in the Nowak Room. These meetings will be recorded and streamed following the same structure and protocol as other town committees and boards.
2. An agenda will be supplied to the Town Manager's office prior to the meeting to be posted on the town website.
3. All applications for use of Swasey Parkway will now be submitted directly to the Town Manager's office, then distributed to the Trustees. If the application is accepted, it will be given back to Sheri Riffle for further processing. If the application is denied, an email will be sent by the Trustees to the applicant with an explanation.
4. As chair, I will be updating and communicating directly with the Town Manager's office as well as the entire Select Board, and will no longer need a single appointed Selectboard representative. As an elected body, the Swasey Park Trustees are an independent board, and it is my opinion that having one Select Board representative has contributed to some of the mismanagement and 91A violations. I am also consulting with Terry Knowles, Assistant Director-Charitable Trusts Unit of the NH Department of the Attorney General's office to ensure that we are following all state-mandated Trust laws moving forward.
5. I am also be requesting that DPW or Wright Pierce have a representative attend our regular meetings to update the Trustees and the general public about the status of the construction project in the parkway.

Feel free to contact me with any further questions or concerns. I look forward to working with all of you.

Sincerely,



Florence Ruffner
Swasey Park Trustee, Chair



Sheri Riffle <sriffle@exeternh.gov>

Fwd: Fwd: Select Board requests

Sheri Riffle <sriffle@exeternh.gov>
Draft

Mon, Apr 23, 2018 at 9:53 AM

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

From: **GERRY HAMEL** <homerebuilder@comcast.net>

Date: Wed, Apr 11, 2018 at 7:18 PM

Subject: Re: Fwd: Select Board requests

To: Mark Damsell <mdamsell@comcast.net>, Anne Surman <annesurman3@gmail.com>, Donald Clement <dclement43@comcast.net>, "Cowen, Molly" <mcowen@exeternh.gov>, Florence Ruffner <florence@ruffnerre.net>, Russ Dean <rdean@exeter.org>

Good Day,

I am replying to the email sent Monday afternoon by Florence Ruffner.

Unfortunately, there are items mentioned that have not been discussed by the board. We have agreed to a monthly meeting, but the day and time have not yet been determined.

We would be happy to discuss all the issues with Florence, at a meeting, if she desires. If there are any changes that the board agrees to, we will be back in touch.

Until then, please disregard the email that was sent.

Sincerely,

Gerry Hamel Swasey Parkway Trustee

Mark Damsell Swasey Parkway Trustee



**Richie McFarland
Children's Center**

Building Brighter Futures for Children
and their Families

April 10th, 2018

Town of Exeter
Attn: Russell Dean, Town Manager
10 Front St.
Exeter, NH 03833

Dear Mr. Dean and Board of Selectmen,

Please extend our sincere gratitude to the residents of Exeter and the town officials for approving \$10,000.00 in response to our 2017 - 2018 Social Services funding request. On behalf of the families we served in your town last year, and those that will be seeking services in the year ahead, we thank you for recognizing the critical importance of this support. As requested, please see the attached invoice for quarter one payment.

As we both reflect on 46 years of service, and look ahead to the future, we are once again reminded of the increasing need for our services and the resulting importance of the necessary funds to meet those needs. We thank the residents of Exeter and town officials for recognizing that it does in fact "take a village" to raise each child and for affirming the value of each child's impact on our community. Thank you for your past, present, and future commitment to the youngest residents of Exeter and your part in helping families have access to valuable Early Intervention supports and services through the Richie McFarland Children's Center.

Please, do not hesitate to contact me, if you have any questions, concerns, or comments. I can be reached at 603-778-8193 or via our email: info@richiemcfarland.org.

Sincerely,

Peggy Small-Porter
Executive Director

Nicole Johnson
Development Coordinator



April 13, 2018

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

Re: New Bill Design for Xfinity Services from Comcast

Dear Chairman and Members of the Board:

As part of our commitment to keep you informed of changes impacting Comcast customers we wanted to share information related to the new design of our monthly bill statements.

Some of the changes customers will notice include:

- A new section, summarizing their monthly bill, which indicates payments received, regular monthly charges, any one-time charges, as well as applicable taxes, surcharges, and fees;
- Detailed breakdown of charges will appear on following pages with new headings, sections, and totals to help customers better understand their bill and pricing;
- Redesigned presentation of one-time charges, equipment charges, and recurring charges;
- Explanations of pro-rated charges using personalized graphics and text;
- Descriptions of what is included in the customer's service package; and
- Helpful, easy to locate, information including how to contact Comcast and payment options.

Customers began learning about the new bill design through an insert in their prior billing statements and will begin seeing the redesigned bill statements after April 16, 2018. Additionally, we have provided information to customers via e-mail and they are also able to obtain more information about the changes and view a sample bill by going to www.xfinity.com/newsimplebill.

If you have any questions, please do not hesitate to contact me at 603.334.3603.

Sincerely,

Jay Somers

Jay Somers, Sr. Manager
Government Affairs

Town Manager's Office

APR 16 2018

Received



2018 Emergency Response & Preparedness Meeting



YOU'RE INVITED!

- WHO:** Unitil Seacoast Region Police, Fire, Emergency Management, DPW and Municipal Officials
- WHAT:** Unitil's 2018 Electric Emergency Response & Preparedness Meeting
- WHEN:** Thursday, May 10th, 2018
- WHERE:** Exeter Inn, 90 Front Street, Exeter NH
- TIME:** 7:30 AM – 9:30 AM – Breakfast served at 7:55 AM, Registration starts at 7:30 AM
- FEATURING:** Important information related to Unitil's electrical system safety and reliability including an overview of emergency response procedures, communication protocols, and additional resources available.

RSVP to Mrs. Jacklyn Ulban, Emergency Planning Specialist either of the following:

E-mail: ulbanj@unitil.com

Phone: 603-379-3830

We look forward to seeing you!

Handwritten signature of Cindy Carroll in blue ink.

Cindy Carroll

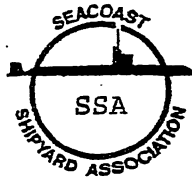
Director, Customer Energy Solutions
Unitil Corporation

Handwritten signature of Richard Francazio in blue ink.

Richard Francazio

Director, Business Continuity & Compliance
Unitil Corporation

JOHN C. JOYAL
 Chairman
www.saveourshipyard.org
seacoastshipyard@metrocast.net



Seacoast Shipyard Association
 PO Box 1123
 Portsmouth, NH 03802-1123
FEBRUARY 2018

PORTSMOUTH NAVAL SHIPYARD - ECONOMIC IMPACT – CY 2017
TOTAL \$751,844,865

CIVILIAN PAYROLL: \$525,164,254

| <u>STATE</u> | <u>PAYROLL</u> | <u>*ACTUAL NUMBER OF EMPLOYEES</u> | <u>NUMBER OF EMPLOYEES PAID</u> |
|---------------|----------------|------------------------------------|---------------------------------|
| Maine | \$299,519,915 | 3,679 | 3,814 |
| New Hampshire | 189,954,798 | 2,333 | 2,564 |
| Massachusetts | 14,564,795 | 179 | 205 |
| Other States | 21,124,746 | 259 | 291 |
| Totals | \$525,164,254 | ** 6,450 | 6,874 |

*The employment level for 2017 was 6,450. The number of employees paid (6,874) is greater since in many cases more than one person occupied the same job during 2017

**6,450 includes: Shipyard – 5,566; SUBMEPP - 221; Naval Medical Clinic - 62; NSLC – 38; SERE School - 21; Army Recruiting Battalion – 16; NAVFAC – 210; Defense Logistics Agency – 128; Base Support – 118; HRO – 26; Commissary – 20

MILITARY PAYROLL: \$43,309,628

Navy: \$27,106,180

Coast Guard: \$16,203,448

PURCHASED GOODS & SERVICES: \$104,768,623

Includes:

Shipyard Contracting Office: \$60,907,403
 DLA Contracting Office: \$25,247,384
 Shipyard Purchase Card: \$18,613,835

CONTRACTED FACILITY SERVICES – (PUBLIC WORKS DEPT): \$78,602,360

Includes:

Maintenance/Alterations/Support: \$ 63,896,669
 Utilities (natural gas/fuel oil/water/sewer/electricity/communications): \$ 14,705,691

PAST YEARS' COMPARISON:

| | <u>Employment Level</u> | <u>Civilian Payroll</u> | <u>Military Payroll</u> | <u>Purchases (Supply)</u> | <u>Contracts (Public Works)</u> |
|---------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------------|
| CY 2017 | 6,450 | 525,164,253 | 43,309,628 | 104,768,623 | 78,602,360 |
| CY 2016 | 6,329 | 496,248,520 | 43,180,087 | 76,578,555 | 140,061,779 |
| CY 2015 | 6,099 | 482,000,441 | 42,625,950 | 70,222,464 | 137,881,826 |
| CY 2014 | 5,585 | 432,262,410 | 42,203,911 | 53,134,900 | 156,963,912 |
| CY 1998 | 3,648 | 192,008,527 | 12,705,138 | 39,620,496 | 25,618,115 |
| CY 1989 | 8,700 | 268,409,364 | 28,600,000 | 60,000,000 | ---- |

DEDICATED TO THE WELFARE AND DEVELOPMENT OF PORTSMOUTH NAVAL SHIPYARD



MAINE - 3,814 Civilian Employees were paid \$299,519,915

| <u>CITY/TOWN</u> | <u>ANNUAL PAYROLL</u> | <u>EMPLOYEES</u> |
|----------------------|-----------------------|------------------|
| Sanford/Springvale | 34,459,163 | 460 |
| Kittery/KitteryPoint | 32,718,560 | 433 |
| South Berwick | 28,922,260 | 346 |
| Berwick | 28,724,041 | 364 |
| Eliot | 24,963,047 | 301 |
| Lebanon | 20,033,259 | 246 |
| Yorks/Cape Elizabeth | 15,884,124 | 187 |
| Wells | 15,152,530 | 189 |
| North Berwick | 15,134,137 | 190 |
| Biddeford | 12,242,026 | 163 |
| Saco | 8,352,304 | 105 |
| Kennebunk | 7,627,289 | 88 |
| Lyman | 5,493,153 | 67 |
| Acton | 3,854,892 | 50 |
| Arundel | 3,659,180 | 42 |
| Alfred | 3,585,026 | 45 |
| Shapleigh | 3,322,079 | 45 |
| Cape Neddick | 2,607,103 | 36 |
| Waterboro | 2,050,449 | 28 |
| Old Orchard Beach | 2,037,400 | 26 |
| Scarborough | 1,966,530 | 21 |
| North Waterboro | 1,923,113 | 23 |
| South Portland | 1,873,510 | 23 |
| Portland | 1,853,177 | 30 |
| East Waterboro | 1,310,185 | 20 |
| Buxton | 1,199,787 | 16 |
| Limerick | 1,165,307 | 16 |
| Dayton | 1,038,925 | 14 |
| Hollis Center | 1,036,830 | 15 |
| Brunswick | 875,399 | 11 |
| Gorham | 848,842 | 12 |
| Kennebunkport | 806,311 | 10 |
| Westbrook | 659,380 | 10 |
| West Newfield | 606,913 | 11 |
| Topsham | 578,460 | 8 |
| Limington | 542,800 | 8 |
| Standish | 424,818 | 6 |
| Auburn | 407,781 | 6 |
| Parsonsfield | 374,725 | 5 |
| Raymond | 337,091 | 4 |
| Windham | 324,251 | 4 |
| Lewiston | 308,191 | 4 |
| Gray | 295,067 | 4 |
| New Gloucester | 259,486 | 4 |
| Wiscasset | 251,394 | 3 |
| Cornish | 249,318 | 3 |
| Moody | 246,830 | 3 |
| Lisbon Falls | 230,530 | 3 |
| Oxford | 228,937 | 2 |
| Gardiner | 207,470 | 2 |
| Cumberland | 202,274 | 3 |
| Bangor | 201,105 | 3 |
| Gouldsboro | 199,625 | 2 |
| Rangeley | 187,460 | 4 |
| Falmouth | 186,169 | 2 |
| Woolwich | 175,726 | 2 |
| Bowdoinham | 167,006 | 2 |
| Richmond | 156,664 | 2 |
| All Others | 4,790,508 | 82 |



NEW HAMPSHIRE - 2,564 Civilian Employees were paid \$189,954,798

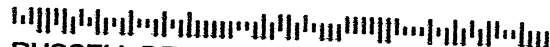
| <u>CITY/TOWN</u> | <u>ANNUAL PAYROLL</u> | <u>EMPLOYEES</u> |
|----------------------------|-----------------------|------------------|
| Rochester | 29,959,754 | 424 |
| Dover | 26,602,869 | 375 |
| Portsmouth | 18,384,512 | 240 |
| Somersworth | 11,868,918 | 167 |
| Barrington | 10,752,469 | 131 |
| Farmington | 7,265,656 | 96 |
| Newmarket | 7,096,341 | 95 |
| Milton/Milton Mills | 6,772,759 | 89 |
| Rollinsford | 5,814,170 | 71 |
| Hampton | 5,060,171 | 64 |
| Strafford | 4,163,647 | 57 |
| Greenland | 4,038,713 | 49 |
| Exeter | 3,792,926 | 52 |
| Stratham | 3,720,963 | 47 |
| Epping | 3,141,868 | 38 |
| Sanbornville | 2,622,872 | 36 |
| Nottingham | 2,371,082 | 32 |
| New Durham | 2,220,086 | 30 |
| Northwood | 2,203,355 | 28 |
| Raymond | 2,031,927 | 26 |
| Manchester | 1,735,726 | 28 |
| Lee | 1,687,121 | 25 |
| Middleton | 1,491,268 | 20 |
| Rye | 1,472,111 | 18 |
| Seabrook | 1,429,308 | 20 |
| Madbury | 1,144,283 | 15 |
| North Hampton | 1,111,683 | 12 |
| Durham | 1,004,009 | 12 |
| Brentwood | 982,221 | 13 |
| Kingston/East Kingston | 966,112 | 15 |
| Newington | 782,983 | 10 |
| Newfields | 772,093 | 8 |
| Fremont | 734,467 | 11 |
| Barnstead/Center Barnstead | 699,411 | 8 |
| Deerfield | 692,531 | 9 |
| Derry | 684,483 | 9 |
| Newton | 684,155 | 9 |
| Alton/Alton Bay | 633,763 | 9 |
| Kensington | 629,914 | 6 |
| East Wakefield | 624,167 | 9 |
| Wolfeboro | 530,452 | 5 |
| Nashua | 520,476 | 11 |
| Chester | 514,347 | 5 |
| Atkinson | 381,496 | 5 |
| Plaisow | 380,832 | 6 |
| Pittsfield | 372,420 | 5 |
| Salem | 313,430 | 5 |
| Merrimack | 310,322 | 4 |
| Londonderry | 291,092 | 4 |
| Hooksett | 289,203 | 4 |
| Bedford | 280,825 | 3 |
| Hampstead | 270,273 | 4 |
| Goffstown | 262,484 | 4 |
| Hudson | 259,275 | 3 |
| Union | 251,729 | 4 |
| Hopkinton | 243,397 | 2 |
| Auburn | 242,579 | 4 |
| Brookfield | 238,978 | 3 |
| All Others | 4,154,321 | 70 |



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CY 2017
PORTSMOUTH NAVAL SHIPYARD
ECONOMIC IMPACT
Page 4 of 4

MASSACHUSETTS - 205 Civilian Employees were paid \$14,564,795

| <u>CITY/TOWN</u> | <u>ANNUAL PAYROLL</u> | <u>EMPLOYEES</u> |
|------------------|-----------------------|------------------|
| Amesbury | 1,772,922 | 25 |
| Newburyport | 1,549,886 | 17 |
| Haverhill | 1,320,534 | 18 |
| Merrimac | 790,309 | 11 |
| Salisbury | 778,784 | 9 |
| Peabody | 575,505 | 7 |
| Methuen | 516,044 | 7 |
| Lowell | 413,473 | 6 |
| West Newbury | 385,542 | 5 |
| Rowley | 367,922 | 4 |
| Ipswich | 364,032 | 5 |
| Andover | 333,378 | 4 |
| Groveland | 324,443 | 4 |
| Danvers | 286,920 | 3 |
| Bradford | 243,244 | 3 |
| Georgetown | 233,349 | 3 |
| Billerica | 231,049 | 3 |
| Middleton | 227,779 | 2 |
| Lawrence | 215,794 | 3 |
| Newbury | 214,571 | 3 |
| Salem | 209,270 | 3 |
| Brookline | 205,192 | 2 |
| Topsfield | 162,701 | 2 |
| North Andover | 153,250 | 2 |
| All others | 2,688,900 | 54 |

ALL OTHER STATES - 291 Civilian Employees were paid \$21,124,746

LEGISLATIVE BULLETIN

Interest on Delinquent Taxes – From Bad to Worse

We have reported extensively on **HB 1673**, which, as passed by the House, lowers the interest rates municipalities may charge on delinquent taxes from 12% pre-lien and 18% post-lien to the rate set annually by the Department of Revenue Administration (DRA) under RSA 21-J:28, II, currently 6%. On Wednesday the Senate Ways and Means Committee voted 4-1 Ought to Pass on an amendment that retains the annual interest rate setting by DRA, but then adds confusing language regarding the interest rates upon redemption and subsequent payments, stating that the rates will be:

- 6% per annum for the first year;
- 9% per annum for the second year; and
- 12% per annum for the third year and any subsequent year.

Long-standing law, dating back well over 75 years, establishes a two-tiered property tax collection process with an automatic priority lien effective until 18 months after the assessment date of April 1 – in other words, until October 1 of the following year. To protect this priority status during the remainder of the redemption period, the municipal tax collector must execute a lien (also known as “perfecting” the lien) any time after the property tax is delinquent, but prior to October 1 of the following year. This is when the interest rate changes from 12% to 18%.

The Senate amendment *significantly disrupts* this tax collection process by creating a three-tiered process unrelated to perfecting the lien, and unclear as to when the “first year,” “second year,” and “third year” interest rates become effective. Additionally, since the bill retains the provision tying the initial interest rate to the annual rate set by DRA, it is unclear which rate prevails the “first year” in the event the DRA rate is something other than 6%, as it often is. It could also result in the initial interest rate set by DRA being higher than the subsequent interest rates, clearly not the intent of this change!

Understanding the desire of some Senate Ways and Means Committee members to lower the current interest rates, NHMA, in consultation with the NH Tax Collectors Association, suggested interest rates of 10% pre-lien and 16% post-lien. The suggestion was based upon consideration of the

Bulletin 18—2018 Session

April 20, 2018

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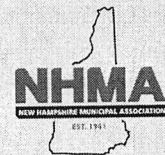
GOVERNMENT AFFAIRS CONTACT INFORMATION

Judy A. Silva, Executive Director

Cordell A. Johnston, Government Affairs Counsel

Barbara T. Reid, Government Finance Advisor

Timothy W. Fortier, Communications & Member Services Coordinator



25 Triangle Park Drive
Concord NH 03301
Tel: 603.224.7447
governmentsaffairs@nhmunicipal.org
Website: www.nhmunicipal.org

(Interest on Taxes— Continued from Page 1)

rates charged by DRA over the past 13 years on delinquent state taxes. DRA rates have ranged from 5% interest to 10% interest – plus 5% for the failure to pay on time – for total rates ranging from 10% to 15%. DRA also assesses an additional 10% failure-to-file penalty for a total assessment of 20% to 25%. Suggesting municipal interest rates of 10% pre-lien and 16% post-lien seemed more than reasonable in comparison.

HB 1673 and the amendment go to the full Senate for a vote next week. Please let you Senator know that the committee amendment as written is confusing and unworkable, will jeopardize the priority lien status currently effective and necessary in the municipal tax collection process, and will eliminate the incentive that higher interest rates create to make property tax payments a priority. Please urge them to reject the committee amendment and vote to kill HB 1673.

Registration of Out-of-State Vehicles Surfaces Again

As you may recall, **HB 579**, which would have create a discounted multi-year registration program for out-of-state semi-trailers (and very likely expanding to other vehicles in the future), was *tabled* in the House due to concerns about the \$500,000 appropriation needed to implement the program and the potential negative impact on municipal registration fees. As predicted, the bill surfaced again this past Tuesday in the Senate Transportation Committee as an unnoticed amendment to **HB 1614**, which deals with administrative rules regarding the international registration plan administered by the Department of Safety. Following very brief testimony in opposition to the amendment from NHMA and the Director of the Division of Motor Vehicles, the committee voted 5-0 Ought to Pass on the amendment, noting that the deadline for the bill to come out of committee was that very day, because it will need to go to the Senate Finance Committee to address the cost issues.

As we reported in Bulletin #13, versions of this bill have been introduced in every legislative session since 2015, failing each year for good reasons—it encourages out-of-state residents to violate their own state motor vehicle laws by registering semi-trailers in New Hampshire and disadvantages in-state residents who will pay much higher registration fees. Therefore, the bill sets up an incentive for in-state residents to claim out-of-state residency to take advantage of the multi-year discounted registrations, and more importantly to avoid paying the municipal portion of the registration fee.

A similar out-of-state vehicle registration program, not just for semi-trailers but for a wide variety of vehicles, has been active in Maine for years, which will require New Hampshire to be competitive with that program. With an indeterminable and highly questionable revenue stream, the fear is that New Hampshire will have to expand beyond the mere registration of semi-trailers to other types of vehicles for this program to compete with Maine and to produce enough revenue to justify the appropriations needed to implement and administer this program. With motor vehicle registration fees being the second largest revenue source for municipalities next to property taxes, this proposal is of significant concern for all municipalities. NHMA, the Department of Safety's Division of Motor Vehicles, and the NH City and Town Clerks Association have consistently opposed this bill for the reasons summarized in the association's position paper.

HB 1614 with the semi-trailer amendment is on the consent calendar for the Senate session next Thursday, April 26. Assuming it passes, as previously noted we expect it will go to the Senate Finance Committee for consideration of the \$500,000 appropriation. Please let your Senator know

(Semi-Trailers— Continued from Page 2)

that the semi-trailer amendment to **HB 1614** will have a negative impact on municipal motor vehicle revenues and to vote against that amendment on the Senate floor and in the Senate Finance Committee if and when it arrives there.

Amendment Threatens Net Metering Bill

Last week the House Science, Technology and Energy Committee unanimously recommended Ought to Pass with Amendment on **SB 446**, an **NHMA policy bill** that, with the committee amendment, would increase the maximum allowable capacity for net-metered renewable energy projects to five megawatts (from one megawatt). This was an important step forward—with the increased cap, larger projects that a number of municipalities are pursuing would become economically viable, leading to reduced energy costs, reduced taxpayer costs, and reduced consumption of carbon fuels. The bill was on the consent calendar for yesterday's House session.

Unfortunately, the bill was pulled from the consent calendar at the eleventh hour and recommitted to the committee for a hearing on an amendment that would effectively neuter the bill. The amendment provides that for projects between one and five megawatts, the excess energy generated would be sold to the distribution utility at a rate equal to the “monthly average locational marginal price” as determined by the Public Utilities Commission. This is in contrast to projects under one megawatt, which currently can (and still would under the amendment) sell excess generation at the “default service” rate.

In layman's terms, the amendment would allow the owner of a one-to-five-megawatt renewable energy facility to receive only the wholesale rate for the excess generation, rather than the default energy service rate that smaller (100 kilowatt to 1 megawatt) facilities are paid. This would render the larger facilities economically infeasible and essentially make the bill pointless.

The economics of this bill have been well understood by the committees that heard them in both the House and the Senate, and both committees recommended the bill unanimously. It is unclear why an amendment that is entirely counter to the bill's purpose would be entertained at this late date. The committee hearing on the amendment is scheduled for **Tuesday, April 24, at 11:00 a.m., in LOB Room 304**. If your municipality has an interest in this issue, please consider attending and testifying against the amendment, and in any event, please contact members of the committee and urge them to *oppose the amendment*.

Water Quality Monitoring and Treatment

On Tuesday the House Resources, Recreation and Development Committee delayed a vote on **SB 240** until after a work session on the bill next week, since there are two proposed amendments in the works. **SB 240** deals with water quality monitoring and treatment and, as explained on page 4 of *Bulletin #16*, raises a number of significant concerns that we do not believe are addressed by either proposed amendment. Last Monday a joint letter in opposition to SB 240 was submitted to the committee from the NH Water Works Association, the NH Water Pollution Control Association, the Northeast Biosolids & Residuals Association, the Granite State Rural Water Association, the NH Farm Bureau Federation, and NHMA. Please let members of the Resources, Recreation and Development Committee know of your agreement with the concerns expressed in that letter, as well as other issues you have with **SB 240**.

\$45 Million Retirement Bill Passes the Senate

With no discussion, the Senate passed **HB 1427**, which, as we reported in last week's *Bulletin*, had been amended in its entirety to include the language from **HB 1757** – a bill tabled in the House last month. **HB 1757**, and now **HB 1427**, increases pension benefits for Group I members and carries a \$45 million price tag that will be paid through future employer contribution rates set by the NH Retirement System (NHRS). (Please note that the fiscal note attached to **HB 1427** is no longer applicable since it applies to the previous version of the bill. The \$45 million fiscal impact was provided by the NHRS in its Bill Brief on **HB 1757**.) **HB 1427** now heads to the Senate Finance Committee, where the \$45 million price tag will be the primary topic of discussion. Along with your other calls to Senate Finance Committee members, please urge them to recommend Inexpedient to Legislate on **HB 1427**.

Presumption of Cancer in Fire Fighters

SB 541 has a long title: “establishing a fund to reimburse costs associated with firefighters who have cancer and establishing a commission to study the funding and operations of the presumption under workers' compensation requiring the reimbursement of costs associated with firefighters who have cancer.” It may be about to change again, so a short review of the history of this bill is in order.

As first introduced, **SB 541** was simply an act establishing a fund to reimburse costs associated with firefighters who have cancer, and it amended the workers' compensation statute, RSA 281-A:17, II, which sets forth a presumption that certain cancer in firefighters is work-related. This section of the statute was found to violate Par 1, Article 28-a, the unfunded mandate section of the New Hampshire Constitution, in the 1990 Supreme Court case *NH Municipal Trust Workers' Compensation Fund v. Flynn*, 133 NH 17. The original version of **SB 541** provided a funding source other than the municipal property tax, which would have eliminated the unfunded mandate problem. It authorized an annual assessment of no more than ½ of one percent on all commercial and residential insurance policies paid during the previous calendar year, as established by the insurance commissioner. These funds would be deposited into a special account to pay workers' compensation claims granted under the presumption language.

The insurance assessment was unpopular, however, and the Senate amended the bill to remove the assessment and to “establish a commission to study the funding and operations of the presumption under workers' compensation requiring the reimbursement of costs associated with firefighters who have cancer.” The commission would have 13 members, including legislators, the insurance, labor, and safety commissioners, and representatives from NHMA, the Association of Counties, the Association of Fire Chiefs, the Professional Fire Fighters of New Hampshire, PRIMEX, and an attorney practicing in the field of workers' compensation law. The commission was charged with completing its work by November 1, 2018.

In the House, **SB 541** was sent to the Finance Committee. The full committee held a hearing on April 3rd, and Division I has held two work sessions on the bill. At its last meeting on **SB 541**, Division I discussed drafting a further amendment, which was not available, but which sounded fairly comprehensive. As this *Bulletin* went to press, the amendment was still not available, so how extensive it is and what it might provide for a study commission or funding source is not clear.

(Presumption of Cancer— Continued from Page 4)

Division I will meet in a final work session on **Tuesday, April 24 at 10:30 a.m. in LOB Room 212**. The full Finance Committee will take action on the bill on **Wednesday, April 25 at 10:00 a.m. in LOB Room 210-211**. If you have questions or concerns, please come to the work and executive session or contact the NHMA government affairs staff.

Default Budget Confusion

On Thursday the House passed **SB 342**, the bill discussed in last week's Bulletin that requires the default budget in an official ballot referendum (SB 2) town to be reduced by the amount of salaries and benefits for positions that are eliminated in the proposed operating budget. The problems with that are significant, as we discussed last week. Meanwhile, the Senate Public and Municipal Affairs Committee reported **HB 1307**, which also deals with default budgets, as Inexpedient to Legislate. That bill will go to the Senate floor next week, where we expect it to be killed.

The Public and Municipal Affairs Committee's intent is to request a committee of conference on **SB 342** to resolve all issues in a single bill—so look for a committee of conference on **SB 342** in the next few weeks. We hope the bill's problems can be fixed in the committee.

Water Quality Standards Bills

On Tuesday the Senate Energy and Natural Resources Committee voted 5-0 to amend **HB 1101**, dealing with air emissions, drinking water, ambient groundwater and surface water quality standards. On Wednesday the House Finance Committee voted to amend **SB 309** to include language nearly identical to what the Senate Committee had recommended in **HB 1101** the day before. Both bills have strong support, including from the Governor. One will likely become the final bill this session dealing with contaminant standards for perfluorochemicals, otherwise known as PFAS. Both bills require the Department of environmental Services (DES) to start the process of setting a drinking water maximum contaminant level (MCL) and an ambient groundwater quality standard (AGQS) for four PFAS by January 2019, taking into account the ability to detect/remove the contaminants and the costs and benefits to affected parties that will result from establishing the standard. DES is also required to develop a plan for setting surface water standards by January 2020 and to regulate PFAS air emissions that may lead to groundwater contamination. We expect both bills to pass their respective bodies next week and end up in committees of conference for final disposition.

The Senate Energy and Natural Resources Committee also recommended Ought to Pass by a vote of 5-0 on **HB 485**, with the understanding that the bill will be tabled at the next Senate session. While dealing with similar contaminant issues, **HB 485** has not been adequately amended as the previous two bills have been to reflect concerns voiced by DES and others. However, the Senate plans to hold onto **HB 485** in the event there are problems with final adoption of either **HB 1101** or **SB 309**.

Committee Rejects Public Meetings for Collective Bargaining

The House Judiciary Committee this week voted 13-4 to recommend killing **SB 420**, which would have subjected collective bargaining sessions involving a quorum of a public body to the public meeting requirements of the Right-to-Know Law. As we mentioned previously, the bill was identical to a bill previously killed in the House.

An attempt was made to save the bill by amending it to allow the legislative body to vote to require that collective bargaining sessions be held in public, rather than having public sessions be mandated by statute. However, there was insufficient support for that amendment, and the committee voted the bill Inexpedient to Legislate. We encourage the full House to support the ITL recommendation when the bill goes to the floor next week.

Finance Committee Sidetracks Housing Appeals Board . . .

SB 557, the bill discussed in *last week's Bulletin* (page 4) that would establish a three-person board to hear appeals from local land use board decisions involving questions of housing and housing development, got a rough reception in the House Finance Committee this week. Although most of those speaking at the committee hearing supported the bill, the committee's Division I identified numerous concerns, including several that NHMA had mentioned. The division voted 8-0 to recommend that the bill be referred for Interim Study, and the full committee adopted that recommendation by a vote of 16-10.

The bill will go to the full House next week. With a relatively close vote from the committee, it certainly is not dead yet. And even if the House kills it, we anticipate an effort to revive it in the Senate. This is likely to get interesting.

. . . And Right-to-Know Law Ombudsman

The Finance Committee also had problems with **SB 555**, which would establish the position of a Right-to-Know Law Ombudsman and a citizens' right-to-know commission. Division I voted 8-0 to recommend Inexpedient to Legislate, and the full committee adopted that recommendation by a vote of 22-4. **HB 555** also will go to the full House next week.

Other Action on Municipal Bills

The House and Senate disposed of a number of other bills this week. Here are a few:

Bonding for broadband infrastructure. The House passed **SB 170**, an NHMA policy bill that grants municipalities greater authority to issue bonds for broadband infrastructure, subject to certain restrictions, including a requirement that the municipality make an effort to develop a public-private partnership with a service provider. The House did not amend the bill, so it will go next to the Governor for his consideration.

Taxation of recreational vehicles. The House killed **SB 403**, which would have exempted from property taxation all recreational vehicles with a maximum width of 8 feet 6 inches if located at a recreational campground or camping park.

(Municipal Bills— Continued from Page 6)

Agritourism. The House passed **SB 412**, which prohibits a municipality from “adopt[ing] an ordinance, bylaw, definition, or policy regarding agritourism activities that conflicts with the definition of agritourism in RSA 21:34-a.” The bill also allows an applicant for land use approval for an agritourism use to appeal to the Commissioner of Agriculture for a ruling as to whether a municipality’s definition of agritourism conflicts with the state’s definition. The bill passed without amendment, so it will now go to the Governor for signature, and he has indicated his support for the bill.

The idea of giving a state department head authority to rule on local land use issues is novel, if not alarming. However, the bill’s impact is not as great as it may seem at first. We will write more about this in a later issue.

Amendments to warrant articles. The House passed **SB 506**, which clarifies the authority of selectmen to make changes to a petitioned warrant article before placing it on the warrant. As originally written, the bill would have prohibited the deliberative session of a town meeting in an official ballot referendum (SB 2) town from amending any petitioned warrant article. Fortunately, the bill was amended in the Senate and further amended in the House.

As passed by the House, the bill clarifies that the “minor textual changes” to a petitioned article that selectmen are currently allowed to make under RSA 39:3 “shall not in any way change the intended effect of the article as presented in the original language of the petition.” It makes a similar change to RSA 197:6, dealing with school district warrant articles. There is no limitation on the town or school district meeting’s authority to amend petitioned articles.

Because the House amended the bill, it needs to go back to the Senate for concurrence or to request a committee of conference.

Providing records under Right-to-Know Law. The House killed **SB 395**, which would have required public bodies and agencies to make reasonable efforts to provide access to governmental records at an alternative place or time if the person requesting access could not appear during the public entity’s regular business hours. The bill as introduced in the Senate would have imposed more extensive requirements regarding the provision of electronic records, but the Senate changed it significantly, to the point that the bill’s prime sponsor testified against it in the House.

Optional veterans’ credit. The House overturned a committee report and passed **SB 503**, increasing the maximum amount of the optional veterans’ tax credit to \$750 (from \$500). The Municipal and County Government Committee had reported the bill as Inexpedient to Legislate. The House rejected that recommendation by a 147-185 vote, then passed the bill on a voice vote. The bill will go next to the Governor for his consideration.

Optional veterans’ credit for service-connected disability. The House also passed **SB 341**, increasing the maximum optional tax credit for military service-connected disability to \$4,000 (from \$2,000). This bill also is now on its way to the Governor.

Records of “non-meetings.” The Senate killed **HB 1579**, which would have required a public body to keep records of any consultation with legal counsel and any strategy or negotiating sessions with respect to collective bargaining—sessions that are otherwise excluded from the definition of a “meeting” under the Right-to-Know Law.

(Municipal Bills— Continued from Page 7)

Timber yield tax. The Senate passed **HB 1473**, which makes a number of changes to the timber yield tax statute. Because the Senate amended the bill slightly, it will go back to the House to concur or request a committee of conference.

HOUSE CALENDAR

TUESDAY, APRIL 24, 2018

RESOURCES, RECREATION AND DEVELOPMENT, Room 305, LOB

10:00 a.m. Public hearing on non-germane amendment 2018-1554h to **SB 453**, relative to requirements and criteria for a competitive grant program for drinking water protection. The amendment allows a public water district to receive fluoridated water from another supplier, so long as the district fulfills notification requirements. Copies of the amendment are available in the Sergeant-at-Arms' Office, Room 318, State House.

SCIENCE, TECHNOLOGY AND ENERGY, Room 304, LOB

11:00 a.m. Public hearing on germane amendment 2018-1645h to **SB 446**, relative to net energy metering limits for customer-generators. The amendment pertains to allowed payments or credits to those who net meter for excess generation. Copies of the amendment are available in the Sergeant-at-Arms' Office, Room 318, State House.

SENATE CALENDAR

TUESDAY, APRIL 24, 2018

ENERGY AND NATURAL RESOURCES, Room 103, SH

9:30 a.m. **HB 1233**, preempting local regulation of seeds and fertilizer.

WEDNESDAY, APRIL 25, 2018

EXECUTIVE DEPARTMENTS AND ADMINISTRATION, Room 101, LOB

9:00 a.m. **HB 1603**, relative to employee representation on the independent investment committee in the New Hampshire retirement system.

9:15 a.m. **HB 1805**, establishing a committee to study level dollar amortization of retirement system unfunded accrued liability and relative to the retirement system board of trustees.

HOUSE FLOOR ACTION

Thursday, April 19, 2018

SB 170, relative to the authority of towns to issue bonds for the expansion of broadband infrastructure. **Passed.**

SB 320, relative to checklists used at elections. **Passed.**

SB 321, relative to group host net energy metering. **Passed.**

(House Floor Action— Continued from Page 8)

SB 339, relative to voting by zoning boards of adjustment. **Passed with Amendment.**

SB 341, (New Title) relative to the veterans' property tax credit for service-connected disability. **Passed.**

SB 342, (Second New Title) requiring identification of specific items in the default budget. **Passed with Amendment.**

SB 395, (New Title) relative to access to records under the right-to-know law. **Inexpedient to Legislate.**

SB 403-LOCAL, relative to the exemption for recreational vehicles from property taxation. **Inexpedient to Legislate.**

SB 412, relative to agritourism. **Passed.**

SB 417, relative to days of rest for employees of recreation camps and youth skill camps. **Passed.**

SB 428, relative to the payment of weekly and biweekly wages. **Passed.**

SB 458, authorizing the purchase of retirement system creditable service by a certain surviving spouse. **Passed.**

SB 464, relative to the procedure for driveway permits. **Interim Study.**

SB 503, relative to increasing the maximum amount of the optional veterans' tax credit. **Passed.**

SB 504-FN, relative to sales of tax-deeded property. **Passed.**

SB 505, requiring abutter notice of the construction of a crematory. **Passed.**

SB 506, limiting amendments to warrant articles. **Passed with Amendment.**

SB 510, relative to municipal notice of leases on tax-exempt property. **Passed with Amendment.**

SB 511, (New Title) establishing an optional tax credit for combat service. **Passed.**

SB 515, relative to commemorative license plates. **Passed.**

SB 553-FN, (New Title) establishing a commission to study the incidence of post traumatic stress disorder in first responders and whether such disorder should be covered under workers' compensation. **Passed with Amendment.**

SENATE FLOOR ACTION

Thursday, April 19, 2018

HB 1104-FN, relative to dredge and fill permit time limits; relative to time limits under the administrative procedure act; and relative to online filing with the secretary of state's office. **Passed with Amendment; referred to F-S.**

HB 1265, relative to the release of criminal conviction records. **Ought to Pass with Amendment.**

HB 1283, prohibiting sobriety checkpoints. **Inexpedient to Legislate.**

HB 1427-FN, relative to membership in the retirement system for certain officials. **Passed with Amendment; referred to F-S.**

HB 1473-FN, relative to the timber yield tax. **Passed with Amendment.**

HB 1579-FN, requiring records to be kept for certain exempt convenings under the right-to-know law. **Inexpedient to Legislate.**

HB 1592-FN, requiring the commissioner of the department of environmental services to review standards relative to arsenic contamination in drinking water. **Passed with Amendment; referred to F-S.**

HB 1684, relative to criminal background checks for emergency medical services license applicants. **Passed.**

HB 1782-FN, establishing a committee to study insurance payments to ambulance providers and balance billing by ambulance providers. **Passed.**

HB 1788-FN-L, relative to costs charged under the right-to-know law. **Tabled.**

HB 1810, establishing a commission to study the effectiveness of the current statutes related to management of non-tidal public water ways and the construction or placement of structures within

| 2018 | <u>Upcoming NHMA Workshops and Webinars</u> |
|--|--|
| May 15 | 2018 Local Officials Workshop—Moultonborough Safety Complex |
| May 22 | 2018 Local Officials Workshop—Sugar Hill Meeting House |
| May 23 | NHMA Webinar—Controlling Junk: Junkyard Enforcement 101 |
| Jun. 1 | Workshop: A Guide to Effective Enforcement: Investigating and Enforcing Code and Land Use Violations |
| Jun. 2 | 2018 Local Officials Workshop—NHMA Offices, Concord |
| Please register online through our website: www.nhmunicipal.org (Scroll down on left to Calendar of Events and click View the Full Calendar) | |