

Select Board Meeting
Monday December 3rd, 2018, 6:50 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

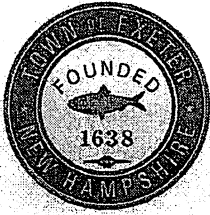
1. Call Meeting to Order
2. Board Interviews – Facilities Committee
3. Bid Opening: Water/Sewer Chemicals
4. Public Comment
5. Proclamations/Recognitions
 - a. Proclamations/Recognitions
6. Approval of Minutes
 - a. Regular Meeting: November 26th, 2018
7. Appointments
8. Discussion/Action Items
 - a. Keno Presentation – Charlie McIntyre, Executive Director, State Lottery Commission
 - b. Municipal Lot Access Proposal for 12 Front Street Project
 - c. FY19 Budget Recommendations Committee Recap
 - d. FY19 Budget, Bonds & Warrant Articles Discussion
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, Chair
Select Board

Posted: 11/30/18 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.

AGENDA SUBJECT TO CHANGE



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

**Statement of Interest
 Boards and Committee Membership**

Committee Selection: Facilities Committee (Voting Member)

New

Re-Appointment

Regular

Alternate

Name: Peter Lennon **Email:** orvamdogs@gmail.com

Address: 20 Cullen Way, Exeter NH 03833 **Phone:** 603-583-5950 (h), 719-325-9685 (c)

Registered Voter: Yes No

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

I believe that Exeter's facilities modernization (replacement, upgrades, repair) is a continuing, costly, and necessary component of our Town's responsibility to provide the municipal services that maintain the high quality of life our citizens demand. It is an important component of what makes Exeter unique. Thus, setting priorities among the many modernization projects that compete for scarce taxpayer dollars is an essential part of careful fiscal stewardship.

I believe that I have demonstrated experience is several areas relevant to a facilities priority-setting process:
 (a) four terms as an active member of the Town's Budget Recommendations Committee, including in-depth experience analyzing all aspects (requirements, costs, schedules, affordability) of Exeter's Capital Improvement Programs;

(b) 20 years of program, budget, and policy analysis at a senior level in the federal government, including evaluation and priority-setting among large and small weapons acquisition and modernization programs; this included assessing large and small military construction and facilities upgrade projects as to needs, costs, schedules, design maturity, and priorities;

(c) a working knowledge and familiarity with key components of Exeter's Town Facilities Plan and Master Plan;
 (d) 20+ years of in-depth experience working with, for, and on government committees at federal/local levels.

If this is re-appointment to a position, please list any 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: Peter D. Lennon

Date: November 1, 2018

Select Board Meeting
Monday November 26th, 2018
Town Offices, Nowak Room
Draft Minutes

1. Call Meeting to Order

Members present: Anne Surman, Kathy Corson, Julie Gilman, Don Clement, and Russ Dean were present at this meeting. Clerk Molly Cowan was not present. The meeting was called to order by Ms. Gilman at 7 PM.

2. Board Interviews

There were no board interviews at this meeting.

3. Public Comment

Florence Ruffner of 5 Pine Street, the organizer of the Memorial Day Parade Committee, stood for public comment. Ms. Gilman asked if the Board is willing to change the Memorial Day Parade Committee from a formal town committee to a volunteer committee like the Holiday Parade. Mr. Clement said that up until a few years ago it was an informal committee made of veterans' groups, so it's legitimate to have it be an ad hoc committee and for the town to make a donation. Ms. Ruffner asked what determines if it's a town committee or ad hoc. Ms. Gilman said it's a Board decision. Parade committees can come to the Board or the budget committee and ask for money. If the committee spends money, it will be a budget line item through the finance department. Ms. Surman pointed out that if they are not a formal committee, they will not be subject to 91A and can meet whenever and wherever, and members can come and go. Ms. Gilman added that people from out of town can join an informal committee.

MOTION: Ms. Surman moved to dissolve the Select Board appointed Memorial Day Parade Committee. Ms. Corson seconded. All were in favor.

Ms. Corson said that she now has the lineup for the Holiday Parade, which starts at 5:30 on Saturday December 1st. There will be surprises and extra bands this year. Thursday night is the Festival of Trees and Santa will turn on the lights.

4. Proclamations/Recognitions

There were no Proclamations/Recognitions at this meeting.

5. Approval of Minutes

a. Regular meeting: November 13th, 2018

Mr. Clement said that on page 10, Ms. Corson should have specified that "proper names" are not allowed as street names, not just "names."

MOTION: Mr. Clement moved to approve the minutes of November 13th 2018 as amended. Ms. Surman seconded. All were in favor.

6. Appointments - Housing Advisory Committee

Mr. Dean made corrections to the terms for the Housing Advisory Committee "Citizens at Large" as listed in the packet.

MOTION: Ms. Corson moved to appoint Barry Sandberg to the Housing Advisory Committee, term to expire 4/30/22 Mr. Clement seconded. All were in favor.

MOTION: Ms. Corson moved to appoint Nancy Belanger to the Housing Advisory Committee, term to expire 4/30/21. Ms. Surman seconded. All were in favor.

MOTION: Ms. Corson moved to appoint Lindsey Sonnett to the Housing Advisory Committee, term to expire 4/30/22. Ms. Surman seconded. All were in favor.

MOTION: Ms. Corson moved to accept the resignation of Planning Board alternate David McGilvray. Mr. Clement seconded. All were in favor.

7. Discussion/Action Items

a. Arts & Culture Follow Up Discussion

Ms. Gilman said that Ms. Corson had suggested that they let the Arts Committee sit without appointments for now, and in the future come up with a different mission statement and clear up their policies and finances. Permits for the art gallery can continue to come to the Select Board. Ms. Corson added that she'd like to have a central point for scheduling all events, such as the Parks and Rec Department and their scheduling software.

Mr. Dean said that there have been seven new applicants to the Arts Committee, if they decide to reconstitute it. Ms. Surman said that it is the Board's responsibility to reach out to former members, and she's opposed to moving forward without doing so. Ms. Gilman said that she did reach out via email last week but had technical difficulties. Ms. Corson added that the former committee members could come to the Board. Ms. Surman countered that the Board had agreed that the Chair would reach out to them.

Mr. Clement said that the Arts Committee had a specific mission, and they should review what it was before deciding on a new mission. Ms. Corson said that Town Hall is being used more than in the past, and they're seeing facilities issues beyond the purview of the Arts Committee. She felt that in the future, there should be a central place for permitting rather than having the Arts Committee manage it.

Ms. Ruffner asked why they continue to call the Arts Committee a committee if there are no members. Ms. Gilman responded that it's still a committee because it has not been dissolved by the Board. Ms. Ruffner then asked why are things stored at Town Hall. Ms. Gilman said that the Facilities Committee should weigh in on the changing Town Hall needs of the community, and they should formalize the use agreements that are currently informal.

b. LED Streetlight Proposal - DPW/Energy Committee

Jennifer Perry, the Public Works Director, discussed the streetlight conversion project. They are proposing to change all 695 streetlights owned by the town to LED S800 lights, which are more energy efficient, night sky friendly, have a lower carbon footprint, and will save the town money after a 5 year payback period. These are 3000 degree Kelvin luminaires, with a "warm white" light.

The town currently spends \$150,000 per year for streetlighting; in 2019 this will rise to \$160,000 due to an increase in energy costs. LED lights would reduce annual costs by \$31,000

per year. They would be working with Unitil, who owns the lights, and Affinity Lighting of Dover. Affinity's subcontractors can complete an installation project of this size in 3 - 4 weeks, with some prework beforehand. The town must buy out the remaining \$100,000 net book value of the existing streetlights, but Unitil has offered a rebate of \$118,000 based on the NH Energy Saves program. The town can pay back the net book value and the cost of installation on the monthly bill at 0% interest over 5 years. The net cost would be \$155,425 without networked controls, or \$247,964 with networked controls.

The networked controls program offers a more complete system. Streetlights could be dimmed, or turned on and off remotely. When a networked metering tariff is allowed, they could hook into that system. Right now, the town pays a set fee for streetlight use based on lamp type and nighttime hours, but in the future they may be able to meter the energy consumed and be billed that way. Without networked controls, there could be a 3.8 or 4 year repayment. With networked controls, there would be a 6-8 year payoff. Ms. Surman asked if the lights could be installed now but networked later. Ms. Perry said that they can add the networked controls at a later date, but they'd have to pay a second installation fee.

Mr. Clement said that it's a great proposal which would reduce the energy footprint and cost and provide a better lighting system. He asked who would own the lights going forward, and Ms. Perry responded that the town would own them. Unitil can still do replacements, but the town would buy the lights and provide them to Unitil. She added that the LED lights have a much longer lifespan, a 28 - 29 year lifespan versus 12 - 18 years for sodium vapor lamps, and there's also a ten year warranty period. Mr. Clement asked if there would be an impact on public safety. Ms. Perry said the new lights won't be dimmer. The 3000 Kelvin light is very similar in output to the current lights, but at a lower wattage.

Mr. Clement asked about other towns who had used Affinity to install LED streetlights. Ms. Perry mentioned Portsmouth, Dover, and Newmarket. She added that Dover did install the networked controls, because they wanted to be able to reduce the lighting at certain locations or times. Mr. Clement questioned whether networked controls provide enough benefit for the \$90,000 difference, but said he backs the project otherwise. Ms. Gilman agreed, saying that she needed a good argument to go forward with networking.

Exeter resident Jim Faber asked if ongoing support is included, and if there is a potential impact on the town's IT Department. Ms. Perry responded that they would get support from Affinity, who has a proven track record in the area over five years. They will do any work within warranty period, and they're close for the future. There would be no IT Department impact; it would be managed by the Public Works Department.

Ms. Surman asked if they would need to find a place for a control panel. Ms. Perry said no. If they don't opt into the network, there's no control for the system; if they do the networked option, it's a WiFi system controlled through the Public Works computer system.

Mr. Clement asked if it's possible to do a pilot of a street with LED lighting. Ms. Perry said that Affinity is willing to do a pilot, probably not a whole street but a couple of lights. Ms. Corson suggested they do it somewhere downtown where they could see both types of lights together.

Mr. Clement asked whether they would bring this to Town Meeting. Ms. Perry said that Unitil is paying the short term bill and the town is paying Unitil back over 5 years, so there are no upfront costs to be approved by the voters.

Lew Hitzrot of the Energy Committee said that he had talked with Affinity and felt that the real value of networking the streetlights will come if and when the energy costs can be metered, and they are uncertain when that will occur. Retrofitting the lights with networking devices is not a big deal, and they will save \$100,000 which could be applied to the project later on.

Bob Lackey of 32 Pine Street was concerned about the buyback of current bulbs at \$100,000. Mr. Clement clarified that Unitil is charging a \$100,000 buyback but offering a \$118,000 rebate. Mr. Lackey suggested they wait three years until replacing the lights. Ms. Perry said that the energy costs go down as soon as lights are installed. After 5 years, an energy savings of \$31,000-\$41,000 a year are credited to the town.

Mr. Dean said that the project is straightforward, and asked if the Board wants to speak with Dover or Portsmouth about their experience. Ms. Corson said that a letter or testimonial would be sufficient. Mr. Clement asked if there were a timeline to commit. Ms. Perry said it's flexible, but the sooner they make the decision, the sooner they'll see the benefit. Ms. Corson asked if they need to send this out for bid. Mr. Dean said not if the Board wanted to make the decision to go with Affinity. Mr. Clement asked if there are other vendors. Ms. Perry said yes, but she hadn't spoken to them in a few years. There are at least 10 communities in NH that used Affinity and did not go out to bid, because they liked the local advantage, the employees who are veterans, and the competitive pricing. Ms. Corson wanted to hear testimonials on why these towns chose Affinity. Mr. Clement said that Ms. Perry should tell Affinity that the Board is generally favorable. Ms. Surman asked why they're not doing an RFP, and Mr. Dean said there's no fiscal impact to current budget.

Jim Faber said that the citizens of Exeter would consider it irresponsible not to have competitive bidding. Mr. Dean replied that they use state bid lists and other lists of vendors that are prequalified that they buy from. Mr. Clement added that they are not just winging it, lots of research has been done by the Energy Committee and the Department of Public Works.

Mr. Hitzrot said that there are many vendors of the streetlights themselves. For example, Durham bought their lights from a Texas company. However, they had to install and maintain the lights themselves. In this proposal, Affinity is supplying the equipment, installation, and maintenance.

Ms. Corson asked if they would do the install during the winter or if they have time to meet about this again. Ms. Perry said they wouldn't go out in blizzard conditions, but she has seen installations in the winter.

c. Stormwater & Wastewater Asset Management Contract: Articles 21 and 22 2018
Town Meeting

Ms. Gilman discussed the Stormwater & Wastewater Asset Management Contract. These were Article 21 and 22 on the ballot last March, and were approved. They took out a loan from the NH DES State Revolving Fund to develop the asset management plan, but this was forgiven so there was no money spent. Ms. Perry clarified that there were two asset management loans at \$30,000, one for "clean water" (wastewater) and one for stormwater, totaling \$60,000. The proposal is to work with Underwood Engineers to do both stormwater and wastewater asset management projects. Asset management helps them protect the town's assets: for stormwater that's drainpipes, catchbasins, and physical structures; for sewer, that's the sewers in the road, lift stations, and pumping stations. They will identify the most critical

aspect of those assets, which pose the highest risk if they fail. With a large backlog of work, this will allow them to prioritize.

Ms. Gilman said that the recommendation is for two projects with Underwood Engineers at \$60,000, which would be forgiven by the State Revolving Fund. Mr. Clement said that because of MS4, stormwater and improving water quality will be much more important moving forward. Ms. Gilman said that she supports an asset management program, since they've seen good results with the sidewalk program and paving program.

MOTION: Mr. Clement moved that the Board recommend the contract for developing an asset management program to be awarded to Underwood Engineers for \$60,000. Ms. Surman seconded. All were in favor.

Mr. Dean suggested they also authorize the Public Works Director or Town Manager to sign the contract.

MOTION: Mr. Clement moved to authorize Public Works Director Jennifer Perry to sign the contract. Ms. Surman seconded. All were in favor.

d. EXTV Equipment Purchase Request: Portable Studio

Bob Glowacky, the Executive Producer for EXTV, said that based on feedback from the last meeting and from the public, he'd solicited quotes for the studio equipment purchases only. He presented two quotes, from Access AV and Adorama, and recommended going with Adorama, which was the cheaper of the two at \$14,500. In addition, they'll need extra equipment such as tripods and carrying cases, so they're asking for a total of \$20,000.

The equipment they're looking to purchase is cameras and a Tricaster Mini, which would allow them to switch between the cameras. This equipment would give EXTV portability and functionality; it can be broken down and set up anywhere, and will give them the functionality of the Nowak Room in any location - at the library, Town Hall, Wheelwright Room, etc. They can do all the editing live, cutting down on the editing time and allowing them to upload the video faster. He has an upcoming show which will take two or three weeks to edit, but with this equipment he could do a one week turnaround.

Ms. Gilman asked if they have demand. Mr. Glowacky said that there are four shows that would use this equipment right away; currently, these shows can't get into the High School studio, due to the lack of availability of the studio coordinator. Recently, they've been filming shows with a webcam, which can't be broadcast on the public channel and online at once. Mr. Glowacky has tried to actively recruit people to do shows, but right now, people are turned off by the filming process. This equipment purchase would increase demand since it will be easy to use.

Mr. Clement asked about the cost of the additional equipment. Mr. Glowacky said they would use the extra \$5,500 from the \$20,000; tripods are expensive and they'll need them to be light and sturdy, preferably carbon fiber tripods. Heavier ones available but they'd need a truck to move them around. With the NDI technology, the cameras will run on a computer network and can be accessed from anywhere; they could control a camera in the Town Hall from the town offices.

Mr. Clement said there should be two motions, one to expend money from the Cable Fund for purchase of the two items and a second for auxiliary equipment. Ms. Corson asked Mr. Glowacky if it's ok to separate them, and he responded that he wouldn't need approval for the

extra items since they could be used as part of routine projects. Mr. Clement countered that all Cable Fund money requires Select Board approval. Ms. Surman said that she'd like to see itemized costs for the extra equipment.

MOTION: Mr. Clement moved to approve from the Cable Fund \$14,459.67 to Adorama per their 11/14/2018 quote for the NWTek Tricaster and NWTek camera. Ms. Surman seconded. All were in favor.

Mr. Glowacky mentioned that they are releasing a new app for the TV Station called Audio Everywhere, which can be downloaded on a smartphone and will allow you to hear the same audio as on the microphones.

Mr. Clement said that he had submitted an issue to the MyCivic app and hadn't gotten a response. Mr. Glowacky said that the response time from some departments is slow, and they're working on it. Mr. Dean said that they have a 48 hour response time policy. One business reported a snow issue last week using the app and was very happy with the process.

e. Property Use Fees

Ms. Gilman said that Ms. Cowan had indicated that they should proceed on the property use fees discussion without her. Mr. Dean mentioned some updates to the proposal. They added a paragraph on the use of facilities for single-use play days. There is a new clause about when fees would apply, for anything permitted for January 2019 and beyond. They lowered the proposed fee for the Rec Building to \$20 and \$40 for nonprofits, not \$40 and \$60. The Town Hall gallery back room went down to \$25 and \$75 from \$30 and \$100, and the Town Hall gallery second floor is now \$75 and \$125. The Exeter for profit and nonprofit for the auditorium and art gallery were matched up per Ms. Surman's comments in a previous meeting.

For political events, they added a clause about charging on a per event basis, \$1,000 per event. Ms. Corson asked if the police charge for political events as well, and Mr. Dean said no. Ms. Corson said that a political event uses the whole Town Hall, which would add up to \$1145 per day for use of the auditorium, gallery, back room, and side room, and that cost does not include the police presence. She would like to ask Chief Shupe what his costs are for these events. She suggested the cost to the political campaign should be more like \$1,500.

Ms. Surman said that fees for Exeter nonprofits and out of town nonprofits should just be the same. Mr. Clement agreed. Mr. Dean said that the SAU charges out of district nonprofits more. Ms. Corson said that people could be from Exeter, but their nonprofit is not based in Exeter. Ms. Ruffner said that Exeter nonprofits should pay less because residents pay taxes.

Mr. Clement asked what would happen to Meals on Wheels at the Senior Center, now that they will be charging for Senior Center usage. Mr. Dean said that they do not pay a fee currently, but their use is informal and they have no agreement with the town, so it's yet to be determined how to go forward.

Ms. Ruffner asked whether a two week event would be charged the same as an eight week event. Ms. Corson said an eight week event would raise a red flag. Mr. Dean added that the use policy limits organizations to four uses, and his office wouldn't recommend an eight week event to the Select Board. Ms. Corson asked that they put in a limit on the length of an event. Mr. Dean said he will come up with something.

Ms. Corson said they should just do something with the fees and reevaluate next year. Ms. Gilman said that they need to have a public hearing and present something set there, and added that they do not have much time if they want the fees to start in January 2019. She felt that they should go ahead and start the public hearing process. Mr. Dean said they will need to advertise one public hearing, and he will arrange it.

f. Legal Services RFP

Ms. Gilman brought up the draft RFP for municipal legal services. Mr. Clement asked why in the timetable in section 2 there are different due dates for the technical and cost proposals. Mr. Dean said that cost is not the only factor; they plan to get a technical proposal first, look at the offerings and get feedback, and then consider cost proposals. Mr. Clement asked if there were enough time from opening of the RFP to the award to consider all of the respondents. Mr. Dean said that due to geography and other factors, he expects there will only be a handful of interested firms.

Ms. Surman said that she would like the Select Board to be more involved in the selection process. Mr. Dean said that there will be a committee which includes the Select Board Chair, and their recommendation will be submitted to the Select Board for approval. Ms. Corson suggested that two Select Board members be part of the committee.

Mr. Dean said that for the cost proposal, a potential firm could charge a flat fee for all general legal work, or bill everything on an hourly basis as now. Mr. Clement mentioned that the draft says that legal counsel can receive assignments from the Town Manager, the Town Planner, and the Code Enforcement Officer, and he wondered if the Select Board Chair should be added to that list. Ms. Gilman said requests should probably continue to go through the Town Manager. Ms. Surman said she wanted to add the Chair in for logistical reasons, in case the Town Manager was not available.

Mr. Dean said the next step will be for his office to start the process of getting the word out on the RFP.

8. Regular Business

a. Tax, Water/Sewer Abatements and Exemptions

There were no abatement requests at this meeting.

b. Permits & Approvals

There were no permits & approvals at this meeting.

c. Town Manager's Report

Mr. Dean discussed pending town projects:

- The planning department is working on the preliminary engineering for the Epping Road sidewalk project, they're hoping to take that to bid in the spring.
- Mr. Glowacky talked about the Audio Everywhere app to help people with hearing at meetings, and Mr. Dean has asked him to demo that function when it's ready.
- In economic development, there will be a new bakery in the former Honeyhole space and the Hemingway's space will be a sushi and noodles place.

- He wanted to give recognition to Police Captain Munck and Sergeant Bolduc for their active shooter trainings; if there are organizations interested in a training, he suggests they reach out to those individuals.
- The snow is affecting capital projects like the Epping Road TIF project and the Tremont Street sidewalks.
- The work at the main pump station and wastewater treatment facility is indoors so that's progressing, and he suggests they do a tour soon to get a sense of the construction progress, now that there's a paved access road.
- There was a water main break today on Hampton Road, caused by a private contractor doing work without permission; the water's back on now.
- The police department have delivered a ballot box to the state which was left behind after the last election, and he wants to emphasize that the oversight was the state's fault, not the town's.
- Parks and Rec are doing a neighborhood Santa and food drive event, and he encourages neighborhoods to team up and sign up for that.
- Greg Bisson of Parks and Rec just had rotator cuff surgery.
- Parks and Rec have partnered with the Y and 277 Water Street on a walking program for active adults.
- He offered a welcome to new firefighter/paramedic Troy Wise, who is starting his first shift tomorrow. Now there will be three medics a shift and 12 altogether.
- There is an E911 Committee meeting tomorrow regarding the Park Street follow up.
- Fire will be updating their emergency operations plan in 2019.
- Librarian Jean Grout is retiring and he wishes her well, details to follow.
- This week are the Holiday Open House, Festival of Trees, and the Holiday Parade.
- They're looking to close the Town Offices on December 24th.
- To address Mr. Clement's concern, the MyCivic app has been transferred from the Cable Fund to the General Fund.
- He was approached by the Executive Director of NH Lottery about attending a Select Board meeting for a question and answer session about Keno. Ms. Gilman asked if the town has to vote to allow Keno, and Mr. Clement said yes. Ms. Gilman asked what the deadline would be for a citizens petition, and Mr. Dean said the second week in January. Ms. Gilman said that profits from Keno fund full day kindergarten statewide, and Mr. Clement pointed out that Exeter gets the benefits regardless of whether they approve Keno in the town.

d. Select Board Committee Reports

Mr. Clement attended a River Advisory Committee meeting, where Mr. Vlasich talked about project to study Pickpocket Dam, which has been reclassified. Mr. Clement expects the Board will talk about that further in their budget/CIP meeting. He also attended and networked at a Municipal Association Conference in Manchester. The Budget Recommendation Committee finished last week. The Conservation Commission did not get the LCHIP grant for the Raynes Farm barn, and Mr. Dean added that it was very competitive this year.

Ms. Gilman attended a Heritage Commission meeting, where the Town Planner discussed the limits of the Park Street survey area grant.

Ms. Corson had a Planning Board meeting and two sitewalks. The Planning Board discussed Rose Farm, but they've made no decisions yet.

Ms. Surman attended the Budget Recommendations Committee meeting and the CIP meeting. She has an E911 meeting tomorrow.

Ms. Gilman asked Mr. Dean if there is a place on the website for people to look up Ring in the Season events. Mr. Dean said no, that so much is done in social media these days, but Mr. Clement suggested it be added to the front page of the town website as well.

e. Correspondence

Ms. Gilman described the incoming correspondence:

- i. A letter from the NH Lottery about Keno.
- ii. A letter from resident Paul Royal concerning the assessed value on ballots in March
- iii. A letter regarding the use of the Town Hall art gallery for an extended period of time. Mr. Dean mentioned that he didn't have time to get it in the packet for the last meeting.
- iv. A letter from resident Eileen Flockhart on elections.
- v. A letter from Jay Somers of Comcast Government Affairs, regarding their price changes.
- vi. A letter discussing the rebranding of Child and Family Services to the name Waypoint.
- vii. An invitation to the Town Hall art gallery volunteer appreciation event. Mr. Dean asked that if any Board or Committee member has ideas for the event, they should send suggestions to the Town Manager's office.

9. Review Board Calendar

The December 3rd will discuss the budget, and there will also be a meeting on December 17th. There will be a public hearing on the budget in the third week of January.

10. Non-Public Session

There was no non-public session at this meeting.

11. Adjournment

MOTION: Mr. Clement moved to adjourn. Ms. Surman seconded. All were in favor and the meeting adjourned at 9:59 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

KENO PRESENTATION



KENO Q&A

Chapter 229 of the 2017 New Hampshire Laws (SB 191) provided for additional education grants for school districts that have full-day kindergarten, with the funding for those grants to come, in part, from the proceeds of keno operations. The new law allows businesses that hold liquor licenses—restaurants, hotels, private clubs, and certain other establishments—to operate keno games upon obtaining a license from the liquor commission. However, keno may be operated only in cities and towns that have voted to allow it.

The new law has generated many questions from municipal officials. Below are some questions and answers that we hope will help in understanding the new law.



Q. How does the new law regarding keno and kindergarten affect municipalities?

A. From a municipal perspective, the new law does two things: (1) It provides funding to school districts for full-day kindergarten, with the intent that the funding will eventually (but not immediately) come from the proceeds from keno operations in the state. (2) It allows each municipality to vote on whether to allow the operation of keno within the municipality.

Q. How does the kindergarten funding work, and what is the connection with keno?

A. Under existing law, state adequate education grants to school districts are based on the “average daily membership in attendance” in each district—essentially, the number of full-time students. The basic grant is \$3,561 per student, subject to certain adjustments. Kindergarten students are counted as “½ day attendance,” even if they attend for a full day. In other words, adequate education grants are provided only for half-day kindergarten—a little under \$1,800 per student.

Under SB 191, for fiscal year 2019 only, the state will distribute an additional \$1,100 (for a total of about \$2,900) for each student attending a full-day kindergarten program. These distributions do not depend on keno revenue.

For fiscal year 2020 and later years, the state will instead distribute an additional one-half share (approximately \$1,800) so that districts are receiving the full grant of \$3,561 for full-day kindergarten students. ***However***, that amount is to be funded by keno proceeds, which will be paid (after certain deductions) into the state’s education trust fund. If the amount of revenue raised through keno is less than enough to fund these additional grants, the grants will be reduced proportionally, but not below \$1,100 per student. Thus, districts will receive a minimum of \$1,100 and a maximum of (roughly) \$1,800 per full-time student, depending the amount of keno revenue.

Q. Must a municipality allow keno in order to receive the full-day kindergarten funding?

A. No. There is no connection between a municipality's allowance (or disallowance) of keno and its receipt of kindergarten funding. If the school district provides full-day kindergarten, it will receive the funding, both for fiscal year 2019 and for later years, regardless of whether the municipality allows keno. The only effect of a given municipality's allowance of keno is a cumulative one: if a municipality chooses to allow keno, and one or more establishments in the municipality subsequently obtain keno licenses, there may be an increase in the total statewide keno revenue that is available to fund kindergarten beginning in fiscal year 2020.

Q. Who determines whether a municipality will allow keno?

A. In a town, the question of allowing keno may be placed on the warrant for an annual town meeting, "and shall be voted on by ballot." In a city, it may be placed on the official ballot for any regular municipal election. If a majority of those voting on the question vote in the affirmative, keno games may be operated within the town or city.

Q. May the question be submitted at a special town meeting?

A. No, the law specifically says "an annual town meeting."

Q. How does it work in a town that doesn't have town meetings?

A. Unfortunately, the legislature appears to have overlooked that question. The legislation provides for placing the question on the ballot at a city election, or on the warrant for a town meeting. No provision is made for a town that does not have a town meeting. Because those towns are governed much more like cities, it would make sense to put the question on the ballot at a regular town election—but the statute does not say that, and we are not prepared to opine that this would be legal. We urge towns without a town meeting to consult with their legal counsel before taking action. In the meantime, an amendment to clarify the law seems in order.

Q. What is the process for getting the question onto the ballot or warrant? Is it up to the governing body, or can citizens petition to have it included?

A. The short answer is either one. Here is the longer answer:

For towns: The new law says the question "shall be placed on the warrant of an annual town meeting under the procedure set out in RSA 39:3." That is the statute that authorizes citizens to submit a warrant article by petition (signed by at least 25 voters or two percent of the registered voters), so one might conclude that *only* the citizens, not the selectmen, may initiate the warrant article. However, RSA 31:131 states, "Any question which an enabling statute authorizes to be placed in the warrant for a town meeting by petition may also be inserted by the selectmen, even in the absence of any petition." Thus, the selectmen may place the question on the warrant at their own initiative, and they *must* place it on the warrant if a valid petition is received under RSA 39:3.

For cities: The new law states that the legislative body (city council or board of aldermen) “may vote to place the question on the official ballot for any regular municipal election, or, in the alternative, shall place the question on the official ballot . . . upon submission to the legislative body of a petition signed by 5 percent of the registered voters.”

Q. So the governing body is not required to put the question on the ballot unless it receives a citizen petition?

A. Correct. In the absence of a citizen petition, the governing body *may* place the question on the ballot (or the warrant), in its sole discretion. If a valid citizen petition is received, the governing body *must* submit the question to the voters.

Q. If the question is placed on the warrant for a town meeting, should it go on the official ballot?

A. It depends. Of course, if a town has adopted the official ballot referendum (SB 2) form of town meeting, *all* questions must go on the official ballot.

In a town with a traditional (non-SB 2) town meeting, the question *may* be, but is not *required* to be, placed on the official ballot. This is because the new law specifies the form of the question and says that it will be “voted on a ballot,” but does not use the term “*official* ballot.” Under RSA 39:3-d, II, any law that prescribes the wording of a question, but does not use the term “official ballot,” is deemed to “authorize, but not require, the use of the official ballot for that question, unless a contrary intent is specified.”

RSA 39:3-d, II, goes on to say that if the question is *not* placed on the official ballot, “the prescribed wording shall be placed in the warrant, and may also be placed upon a preprinted ballot to be acted upon in open meeting in the same manner as a secret ‘yes-no’ ballot.” Although the statute says the question *may* be placed on a preprinted ballot, SB 191 says the question *shall* be voted on by ballot, so there is no discretion. Thus, if the question is not placed on the *official* ballot, it must be voted on by “unofficial” written ballot at the open meeting.

In short, non-SB 2 towns have a choice: put the question on the official ballot, or put it on the warrant and vote on it by written ballot at the open meeting.

Q. What exactly is “the question” that should go on the ballot or warrant?

A. The law states, “The wording of the question shall be substantially as follows: ‘Shall we allow the operation of keno games within the town or city?’”

Q. Must it be stated exactly in that manner?

A. No, not *exactly*. Note that the law says “substantially.” Further, RSA 31:130 states, “The forms of questions prescribed by municipal enabling statutes shall be deemed advisory only, and municipal legislation shall not be declared invalid for failure to conform to the precise wording of any question prescribed for submission to voters, so long as the action taken is within the scope

of, and consistent with the intent of, the enabling statute or statutes.” So, for example, there would be nothing wrong with omitting the words “town or” when the question is placed on the ballot in a city, or omitting the words “or city” on a town meeting warrant.

Q. In an SB 2 town, the question would be placed on the warrant that goes to the deliberative session. May the deliberative session amend the question?

A. No. RSA 40:13, IV(a) states, “Warrant articles whose wording is prescribed by law shall not be amended” at the deliberative session. If the question is placed on the warrant, voters may discuss and debate it as much as they want at the deliberative session, but they may not amend it. The question must go on the official ballot “substantially” as provided in SB 191.

Q. Can the governing body include an explanation of the issue along with the question on the warrant or ballot?

A. No. This would be a supplement to the language required by the law, and is likely to be deemed inconsistent with the requirement that the question be “substantially” in the form stated in the law. If the question is going to be submitted, it should be as stated above, without anything extra. The time for explaining the issue to voters is at the hearing that is required before the vote. It also can be explained as part of the discussion at the deliberative session (in a SB 2 town) or at the town meeting (in a non-SB 2 town).

Q. When is the hearing required to be held? Is it different for a town and a city?

A. For either a town or a city, the governing body must hold a hearing “at least 15 days but not more than 30 days before the question is to be voted on.” Notice of the hearing must be “posted in at least 2 public places in the municipality and published in a newspaper of general circulation at least 7 days before the hearing.”

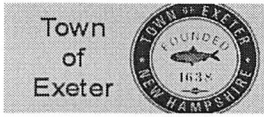
In a town, the date of the hearing will depend on the session at which the vote will be taken. In an SB 2 town, because the question will be on the official ballot, the hearing must be held 15 to 30 days before the second (voting) session—*not* before the deliberative session. In a town with a traditional town meeting, if the question is going to be on the official ballot, the hearing must be held 15 to 30 days before the voting session. If, instead, it is going to be voted on by written ballot at the open meeting, the hearing must be held 15 to 30 days before the meeting.

In a city, the hearing must be held 15 to 30 days before the municipal election at which the question will be on the ballot.

In all cases, be sure to post and publish the required notice of the hearing as stated above.

Q. Does the governing body need to hold a hearing before voting to put the question on the ballot or warrant?

A. No, unless the municipality has a charter or rules of procedure that require such a hearing.



Russ Dean <rdean@exeternh.gov>

Exeter Keno

Nolin, Carmela <Carmela.Nolin@lottery.nh.gov>
 To: Russ Dean <rdean@exeternh.gov>

Thu, Nov 8, 2018 at 2:16 PM

Russ, thanks again for calling back during such a busy week.

Director McIntyre is grateful for the opportunity to address the Select Board, and can attend the December 3 meeting. As promised, attached are the NH Municipal Association's FAQ, SB 191 with local option highlighted, and the presentation that we put together last year. We will add hard data to the latter to illustrate what retailers have experienced over the last 11 months in time for the December meeting.

Here are the establishments in Exeter that currently carry the appropriate liquor license to host Keno. We have heard most recently from Pine Garden, but are aware of a few others that are interested in having it.

AMERICAN LEGION POST 32	85 LINCOLN ST	EXETER	03833	Rock	6037780165
INN OF EXETER	90 FRONT ST	Exeter	03833	Rock	6037725901
EXETER LANE	6 COLUMBUS AVE	EXETER	03833	ROCK	6037723856
TAVERN AT RIVER'S EDGE	163 WATER ST	EXETER	03833	ROCK	6037727393
FRONT ROW PIZZERIA	137 EPPING RD UNITS	Exeter	03833	Rock	6037730047
11 WATER STREET	11 WATER ST	Exeter	03833	Rock	6037735930
NEW ENGLAND PIZZA	92 PORTSMOUTH AVE	Exeter	03833	Rock	6037789800
TIO JUAN'S MARGARITAS MEXIC	93 PORTSMOUTH AVE	Exeter	03833	Rock	0
LAS OLAS TAQUERIA	30 PORTSMOUTH AVE	Exeter	03833	Rock	6032317057
P & P SZECHUAN RESTAURANT	42 WATER STREET	Exeter	03833	Rock	6037728888
BLUE MOON EVOLUTION	8 CLIFFORD ST	Exeter	03833	Rock	6037786850
LOBSTER BOAT RESTAURANT	75 PORTSMOUTH AVE	Exeter	03833	Rock	6035835183
GREEN BEAN EXETER	33 WATER STREET	Exeter	03833	Rock	6037700721
PINE GARDEN	85 PORTSMOUTH AVE	Exeter	03833	Rock	6037783779
LEXIES-EXETER	82 LINCOLN ST	Exeter	03833	Rock	6038154181

RINKS AT EXETER NAHG (THE)	40 INDUSTRIAL DRIVE	Exeter	03833	Rock	6037757423
OTIS RESTAURANT	4 FRONT ST	Exeter	03833	Rock	6035801705
HEMINGWAY'S	69 Water St	Exeter	03833	Rock	6037932815
OFFBEAT OWL (THE)	143 WATER ST	Exeter	03833	Rock	6035805173
NEIGHBORHOOD BEER COMPANY	156 EPPING RD, UNIT	Exeter	03833	Rock	6035126228
THIRSTY MOOSE EXETER	72 PORSMOUTH AVENUE	Exeter	03833	Rock	6036088415
CAPITAL THAI	97 WATER STREET	Exeter	03833	Rock	6037789911
VINO E VIVO	163 WATER ST UNIT C-	Exeter	03833	Rock	6035129174
SEA DOG BREWING COMPANY EXE	5 WATER ST	Exeter	03833	Rock	2032320905
GRILL ON THE HILL	58 JADY HILL AVE	Exeter	03833	Rock	6037724752

Please don't hesitate to reach out if you or the Board have any questions prior to the meeting. Again, I appreciate your return call, and thank you on behalf of the agency for the opportunity to provide the Select Board information for this program.

Kind regards,

Carmela Nolin

Administrative Assistant II

NH Lottery Commission

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Concord NH 03301

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CHAPTER 229
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03/30/2017 1190s
4May2017... 1516h
1Jun2017... 2022h
06/22/2017 2369CofC

2017 SESSION

17-0138
04/06

SENATE BILL ***191-FN***

AN ACT establishing keno and relative to funding for kindergarten.

SPONSORS: Sen. Watters, Dist 4; Sen. D'Allesandro, Dist 20; Sen. Feltes, Dist 15; Sen. Hennessey, Dist 5; Sen. Kahn, Dist 10; Sen. Lasky, Dist 13; Sen. McGilvray, Dist 16; Sen. Reagan, Dist 17; Sen. Soucy, Dist 18; Sen. Ward, Dist 8; Sen. Woodburn, Dist 1; Rep. Gile, Merr. 27; Rep. Grenier, Sull. 7; Rep. Bates, Rock. 7

COMMITTEE: Education

AMENDED ANALYSIS

This bill establishes keno in New Hampshire and establishes a program to provide grants to kindergarten students.

.....

Explanation: Matter added to current law appears in ***bold italics***.
Matter removed from current law appears [~~in brackets and struck through.~~]
Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

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1 commission.

2 III. The application form shall be fully completed by the licensee.

3 IV. Applicants for commercial premises keno licenses shall be submitted at least 30 days
4 before the first game date.

5 V. The applicant shall certify under oath that:

6 (a) The information provided on the application is accurate.

7 (b) Neither the applicant nor any employee will operate keno games if such person has
8 been convicted of a felony within the previous 10 years which has not been annulled by a court, or a
9 misdemeanor involving falsehood or dishonesty within the previous 5 years which has not been
10 annulled by a court, or has violated the statutes or rules governing charitable gaming in this or any
11 state.

12 (c) The applicant and any employee who will be participating in the operation of the
13 keno games is aware of all statutes and rules applicable to the operation of keno games.

14 VI. To be eligible for licensure under this subdivision an applicant shall:

15 (a) Document that it is one of the following:

16 (1) A restaurant or hotel holding a valid liquor license under RSA 178:20, II,
17 RSA 178:21, II(a) or (b), or RSA 178:22, V(q).

18 (2) A brew pub holding a valid liquor license under RSA 178:13.

19 (3) A ballroom holding a valid liquor license under RSA 178:22, V(c).

20 (4) A veterans' club, private club, or social club holding a valid liquor license under
21 RSA 178:22, V(h).

22 (5) A convention center holding a valid liquor license under RSA 178:22, V(i).

23 (6) A hotel holding a valid liquor license under RSA 178:22, V(k).

24 (7) A racetrack holding a valid liquor license under RSA 178:22, V(n).

25 (8) A sports recreation facility holding a valid liquor license under RSA 178:22, V(v).

26 (b) Document that the keno games will only be operated in towns and cities that have
27 voted to allow the operation of keno games pursuant to RSA 284:51.

28 (c) Maintain a current list of employees.

29 (d) Document that no minor under the age of 18 shall be allowed to purchase or redeem
30 a keno ticket.

31 VII. A suspension or revocation of a liquor license shall result in the immediate suspension
32 of the keno license issued under this chapter.

33 284:46 License; Issuance.

34 I. Upon receipt of an application under RSA 284:45 the lottery commission shall review the
35 application and shall, in writing, grant or deny the application within 45 days of receipt.

36 II. The lottery commission shall deny a license application for any one of the following
37 reasons:

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1 (a) The license of the applicant has been previously revoked by the commission.

2 (b) The applicant has been convicted of a crime provided for in this chapter or in any
3 other chapter for any gaming offense.

4 (c) The applicant loses his or her liquor license after submitting the application.

5 III. No person who has been convicted of a felony or class A misdemeanor within the
6 previous 10 years which has not been annulled by a court, or a class B misdemeanor within the past
7 5 years which has not been annulled by a court, or who has violated any of the statutes or rules
8 governing charitable gambling in the past in this or in any other state shall be licensed under this
9 subdivision, or rent, lease, sublease, or otherwise provide any hall or keno paraphernalia for the
10 conduct of keno licensed under this subdivision.

11 IV. The lottery commission shall only issue a license for an eligible location where keno
12 tickets shall be sold and the game played within the area apportioned to distribute beverages
13 pursuant to RSA 284:45. The lottery commission shall control the installation of the keno ticket
14 terminals and ensure that the sale of the tickets is limited to the area apportioned to distribute
15 beverages pursuant to RSA 284:45.

16 284:47 Operation of Keno Games.

17 I. A licensee may operate keno games at its business between the hours of 11 a.m. and 11
18 p.m.

19 II. A licensee may retain 8 percent of the proceeds from keno games. Of the remaining 92
20 percent:

21 (a) One percent shall be paid to the department of health and human services to
22 support research, prevention, intervention, and treatment services for problem gamblers.

23 (b) The remainder, less the administrative costs of the lottery commission and prize
24 payouts, shall be deposited in the education trust fund established in RSA 198:39.

25 III. No person who has been convicted of a felony or class A misdemeanor within the
26 previous 10 years which has not been annulled by a court, or a class B misdemeanor within the past
27 5 years which has not been annulled by a court, or who has violated any of the statutes or rules
28 governing charitable gambling in the past in this or any other state shall operate a keno game
29 licensed under this subdivision, or rent, lease, sublease, or otherwise provide any hall or keno
30 paraphernalia for the conduct of keno licensed under this subdivision.

31 IV. No one under the age of 18 years shall be allowed to purchase or redeem a keno ticket.

32 284:48 Financial Reports and Inspection Required.

33 I. Any person which has been licensed to conduct keno games shall submit a complete
34 financial report to the lottery commission for each license issued under RSA 284:46 within 15 days
35 after the expiration of each license, provided, however, a complete monthly financial report shall be
36 submitted in a timely fashion to the commission for each month covered by a license issued under
37 RSA 284:46 on a form to be approved by the lottery commission.

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1 II. All licensees shall maintain a separate checking account for the deposit and
2 disbursement of all income relating to keno, except cash prizes awarded at the games. All expenses
3 shall be paid by check, and all prizes of \$500 or more shall be paid by check. No keno funds shall be
4 commingled with other funds of the licensee. The licensee shall retain all canceled checks for the
5 payment of expenses and prizes for at least 2 years from the date of the check. The licensee shall
6 not cash checks which it issues.

7 III. All financial reports filed by the licensee shall be maintained by the lottery commission
8 for a period of one year from the date of filing and shall be open to public inspection.

9 IV. All financial records pertaining to the operation of keno games shall be maintained by
10 the licensee and shall be made available to representatives of the lottery commission or of the
11 commissioner of the department of safety upon request.

12 V. A licensee which has been licensed to conduct keno games shall maintain complete and
13 accurate documentation of all revenues and expenses contained in the financial reports for at least 2
14 years from the date the financial report is filed.

15 284:49 Suspension; Revocation. The commission may suspend or revoke the license of any
16 licensee who violates any provision of this subdivision. Any licensee whose license is revoked shall
17 not be eligible for licensure for a period of up to one year from the date of revocation.

18 284:50 Rehearing and Appeal. Any person aggrieved by a decision of the commission to deny or
19 revoke a keno license may apply to the commission for a rehearing within 15 business days of the
20 decision. Rehearings and appeals shall be governed by RSA 541.

21 284:51 Local Option.

22 I. Any town or city may allow the operation of keno games according to the provisions of
23 this subdivision, in the following manner:

24 (a) In a town, the question shall be placed on the warrant of an annual town meeting
25 under the procedures set out in RSA 39:3, and shall be voted on a ballot. In a city, the legislative
26 body may vote to place the question on the official ballot for any regular municipal election, or, in
27 the alternative, shall place the question on the official ballot for any regular municipal election
28 upon submission to the legislative body of a petition signed by 5 percent of the registered voters.

29 (b) The selectmen, aldermen, or city council shall hold a public hearing on the question
30 at least 15 days but not more than 30 days before the question is to be voted on. Notice of the
31 hearing shall be posted in at least 2 public places in the municipality and published in a newspaper
32 of general circulation at least 7 days before the hearing.

33 (c) The wording of the question shall be substantially as follows: "Shall we allow the
34 operation of keno games within the town or city?"

35 II. If a majority of those voting on the question vote "Yes," keno games may be operated
36 within the town or city.

37 III. If the question is not approved, the question may later be voted upon according to the

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1 ~~provisions of paragraph I at the next annual town meeting or regular municipal election.~~

2 IV. A municipality that has voted to allow the operation of keno games may consider
3 rescinding its action in the manner described in paragraph I of this section.

4 V. The lottery commission shall maintain a list of municipalities where keno is available.

5 229:2 Application of Receipts; Education Trust Fund. Amend RSA 6:12, I(b)(65) to read as
6 follows:

7 (65) Money received under RSA 77-A, RSA 77-E, RSA 78, RSA 78-A, RSA 78-B,
8 RSA 83-F, ***RSA 284:44 and RSA 284:47***, and from the sweepstakes fund, which shall be credited to
9 the education trust fund under RSA 198:39.

10 229:3 Education Trust Fund; Keno Profits Added. Amend RSA 198:39, I(k) to read as follows:

11 (k) ***Funds collected and paid over to the state treasurer by the lottery***
12 ***commission pursuant to RSA 284:44 and RSA 284:47.***

13 (l) Any other moneys appropriated from the general fund.

14 229:4 New Section; School Money; Kindergarten Grants. Amend RSA 198 by inserting after
15 section 48-b the following new section:

16 198:48-c Kindergarten Grants.

17 ~~I(a) For fiscal year 2019, in addition to any funds received pursuant to RSA 198:40-a, in~~
18 ~~the first year that a school district or chartered public school that operates an approved full-day~~
19 ~~kindergarten program, the commissioner of the department of education shall calculate and~~
20 ~~distribute a grant of \$1,100 per kindergarten pupil based on the enrollment number of eligible full-~~
21 ~~day kindergarten pupils on the first day of the school year.~~ The superintendent, or designee, shall
22 certify the enrollment number of kindergarten pupils to the commissioner.

23 (b) For fiscal year 2019, once pupils enrolled in an approved full-day kindergarten
24 program have been counted in the school district's average daily membership in attendance as
25 defined in RSA 198:38, I, a school district, or a chartered public school based on its kindergarten
26 average daily membership enrollment number, shall receive, in addition to any funds received
27 pursuant to RSA 198:40-a, an additional grant of \$1,100 per kindergarten pupil attending a full-day
28 kindergarten program. The commissioner shall certify the amount of the grant to the state
29 treasurer and direct the payment thereof from the education trust fund established in RSA 198:39
30 to the school district or chartered public school.

31 (c) Grants shall be disbursed to a school district pursuant to the distribution schedule in
32 RSA 198:42 and to a chartered public school pursuant to the distribution schedule in RSA 194-B:11,
33 I(c).

34 (d) The amount necessary to fund the grants under this section is hereby appropriated
35 to the department from the education trust fund. The governor is authorized to draw a warrant
36 from the education trust fund to satisfy the state's obligation under this section.

37 II. A school district or chartered public school that operates an approved full-day

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1 kindergarten program for which it receives funding under this section shall permit a pupil to attend
2 kindergarten for a half-day.

3 III.(a) For fiscal year 2020 and each fiscal year thereafter, in addition to any funds received
4 pursuant to RSA 198:40-a, the department of education shall distribute a total kindergarten grant,
5 pursuant to RSA 198:40-a, for the remaining 1/2 of each average daily membership not counted
6 under RSA 198:40-a to each school district or chartered public school that operates an approved full-
7 day kindergarten program. If the amount of revenue raised through keno is insufficient to fully
8 fund the distribution of grants under this section, the revenue shall be prorated proportionally
9 based on entitlement among the districts entitled to a grant. The prorated portion of this grant
10 shall not be less than the per pupil amount disbursed under paragraph I(b).

11 (b) Grants shall be disbursed to a school district pursuant to the distribution schedule
12 in RSA 198:42 and to a chartered public school pursuant to the distribution schedule in RSA 194-
13 B:11, I(c).

14 (c) The amount necessary to fund the grants under this paragraph is hereby
15 appropriated to the department from the education trust fund. The governor is authorized to draw
16 a warrant from the education trust fund to satisfy the state's obligation under this section.

17 229:5 Applicability. Kindergarten grants pursuant to RSA 198:48-c as inserted by section 4 of
18 this act shall not be disbursed before July 1, 2018.

19 229:6 Effective Date. This act shall take effect July 1, 2017.

Approved: July 12, 2017
Effective Date: July 01, 2017



Who may sell KENO 603 in New Hampshire? Approved establishments that hold a valid liquor license (per RSA 284:51).

What language is used on the town warrant specific to the sale of KENO 603? Should the Selectmen decide to place KENO on the town warrant, the suggested language for that warrant article would be: *To see if the town will vote to allow the operation of KENO within the town pursuant to the provisions of NH RSA 284:41 through 51.* (Note that a public hearing on the question must be held fifteen to thirty days prior to town meeting.) Finally, the statute describes the wording to be used for the ballot question on KENO substantially as follows: *Shall we allow the operation of KENO games within the town?*

What were the KENO 603 net sales figures in Fiscal Year 2018 (from launch on December 15, 2017 to June 30, 2018)?

Ticket Sales:	\$8,272,240
Retailer Sales Commission	\$ 661,779

To date in Fiscal Year 2019 (starting July 1, 2018), KENO 603 is averaging over \$400,000 per week in ticket sales.

Does a business have to pay any fees to have KENO 603 on sale at their location? Yes, approved locations pay an annual \$500 licensing fee. Once approved, NH Lottery provides all the equipment, play slips, and advertising pieces for the retailer.

How to Play KENO 603 (players use the self-service machines to place bets):

1. Select from 1 to 12 numbers (spots) from a pool of 1 to 80. An Easy Pick option is available to have the KENO 603 machine randomly select numbers for you.
2. Choose an amount to wager per draw from \$1 to \$25.
3. Pick how many consecutive drawings you'd like to enter from 1 draw up to 20 draws.
4. For the chance to increase your winnings by 3, 4, 5 or 10 times, select KENO 603 PLUS. Note that this doubles the cost of the ticket. KENO 603 Plus is not available for the 10, 11 and 12 spot play.
5. Win by matching your number(s) or spots to the 20 winning numbers drawn.

KENO 603 drawings take place every five minutes from 11:05 AM to 11:00 PM (time will change to 1:00 AM as of 9/30).

What towns and cities have approved the sale of KENO 603 in New Hampshire? The following 66 cities and towns have approved the operation of Keno:

Albany	Derry	Hudson	Newmarket	Salem
Alton	Enfield	Jaffrey	Newport	Sandown
Auburn	Epping	Laconia	Newton	Seabrook
Barnstead	Errol	Lancaster	Northfield	Shelburne
Belmont	Franklin	Lincoln	Northumberland/Groveton	Somersworth
Berlin	Gorham	Littleton	Ossipee	Tilton
Bethlehem	Goshen	Madison	Pelham	Troy
Boscawen	Hampton	Manchester	Pembroke	W Stewartstown
Bow	Haverhill/Woodsville	Milford	Pittsburg	Warren
Center Harbor	Henniker	Millsfield	Pittsfield	Washington
Charlestown	Hillsborough	Milton	Plaistow	Weare
Claremont	Hinsdale	Nashua	Raymond	Wilton
Colebrook	Hooksett	Newbury	Rollinsford	Winchester
Danville				



New Hampshire's Newest Lottery Game

What is KENO 603?

- KENO 603 is rapid draw numbers game
- 20 winning numbers drawn by Random Number Generator (RNG), every 5 minutes from 11 am to 1 am
- Sales occur 24/7 (or whenever the business is open)
- This is a NH only game, unlike any other draw game offered by the NH Lottery

How to Play KENO

- Minimum play = \$1
- Select up to **12 spots** (numbers) **from a field of 80** on a play slip, or use Easy Pick to have the Lottery terminal select your numbers
- **20 winning numbers randomly chosen** for each drawing
- Winning numbers are displayed on the monitor
- Players win based on how many of the winning numbers they match to the ones randomly chosen
- Drawings held 7 days/week, every 5 minutes from 11 am – 1 am

Using the Playslip

- 1 Add **KENO PLUS** by marking the box – the ticket cost will double
- 2 Choose your spots – how many spots (numbers) per game to play (1-12)
- 3 Pick your numbers – mark as many spots as you chose to play in step 2 or mark **EASY PICK** and let the computer choose for you

KENO (603)

- 1 TO ADD KENO PLUS, MARK BOX
Win up to 11 TIMES the prize
By marking KENO PLUS, ticket cost will double KENO PLUS
- 2 HOW MANY SPOTS (NUMBERS) DO YOU WANT TO PLAY?

1	2	3	4	5	6	7	8	9
10	11	12	KENO PLUS not available for the 10, 11 or 12 spot games					
- 3 PICK YOUR OWN SPOTS (NUMBERS) OR CHOOSE THE EASY PICK OPTION
 EASY PICK

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70
71	72	73	74	75	76	77	78	79	80
- 4 HOW MUCH DO YOU WANT TO WAGER PER DRAW?
 \$ 1 2 3 4 5 10 15 20 25
- 5 HOW MANY CONSECUTIVE DRAWS YOU WANT TO PLAY?
 NUMBER OF DRAWS x \$ PLAYED PER DRAW = TOTAL WAGER
 1 2 3 4 5 10 15 20

KENO 603 on sale from 11 AM to 11 PM
Drawings every 5 minutes
PLEASE SEE REVERSE FOR INSTRUCTIONS

- 4 Place your wager – how much you would like to play per draw (\$1 - \$5, \$10, \$15, \$20, \$25)
- 5 Consecutive Draws – Indicate how many games in a row you wish to play (multiply your wager x number of draws for total wager)

Who Can Offer KENO 603

- Currently approved to be sold in “pouring establishments” that have an area apportioned to the distribution of alcoholic beverages when passed by local municipality
- Establishments holding a valid liquor license under RSA 178:20, II, RSA 178:20-a, RSA 178:21, II(a) or (b), or RSA 178:22
- Principal owner(s) subject to criminal background and credit check
- Final approval to sell KENO 603 is subject to NH laws and NH Lottery Commission rules and regulations
- \$500 annual licensing fee per retailer
- **Each city and town must pass KENO locally in order for establishments to sell.**

Advertising/Point-of-Sale

(Provided Free of Charge)

- TV
 - Play slip caddies
- Radio
 - Signage
- Online
 - Self-service terminal & equipment
- In-Retailer promotions & events

Benefits for Retailers

- Establishments that sell KENO 603 in NH report an increase in food and beverage sales from **customers staying longer** to play Keno
- Average KENO commission per retailer in NH is currently **\$300** per week!
- Potential to earn **\$14,000** annually in sales commission for 4 square foot of retail space
- Increase foot traffic in establishment
- Increase sales and check average from additional winnings spent on food, beverages, and tips for staff
- Earn selling & cashing commission on some games
- Earn selling bonuses

Commission/Selling Bonus

- Establishments earn **8% commission** on every dollar sold for the KENO 603 game. That's the **highest commission** for Keno in the US!
- Earn a bonus for selling a KENO 603 prize of \$10,000 and greater equal to 1% of the prize capped at \$75,000.
- For other lottery products, retailers receive **5% commission on every dollar sold**, along with a **1% cashing bonus on scratch tickets, Fast Play, and Pick 3 and Pick 4** as well as a bonus of 1% on selling prizes of \$10,000 and greater (capped at \$75,000, not applicable for scratch tickets).
- Opportunity for **double bonus of an additional 5%** on the increase of sales on traditional lottery product, year over year.

Estimated Revenue Projections

Total Keno Sales (250 locations x \$175,000)	\$43,750,000
Licensee Commission (8%)	\$3,500,000
Amount to State (92%)	\$40,250,000
Less: Dept. of Health & Human Services (1%)	(\$402,500)
Less: Lottery Admin Costs (2%)	(\$875,000)
Less: Prize Payouts (70%)	(\$30,625,000)
<i>Net Education Trust Fund Revenue from Sales</i>	<i>\$8,347,500</i>
License Revenue (250 x \$500)	\$125,000
Net Revenue to Education Trust Fund	\$8,472,500

Funds for Kindergarten

- Department of Education calculates and distributes grant of \$1,100 per pupil (enrolled in approved program) to each eligible school district.
- See SB 191 Section 198:48-c for detailed information regarding process for grants and distribution.

Local Option Steps

1. Local legislative body must vote to place the question on the warrant for municipal election OR can be added via citizen petition of 25 registered voter signatures or 2% of registered voters.
2. Local legislative body holds public hearing on question 15 - 30 days before municipal election AND post notice in 2 public places & newspaper at least 7 days before hearing.
3. Wording of question: Shall we allow the operation of keno games within the town of _____?

MUNICIPAL LOT ACCESS PROPOSAL FOR 12 FRONT STREET PROJECT



JOHN E. LYONS, JR.
ATTORNEY AT LAW
E-MAIL: JLYONS@LYONSLAW.NET

ONE NEW HAMPSHIRE AVENUE
SUITE 235
PORTSMOUTH, NH 03801

TELEPHONE: 603.431.5144
FAX: 603.431.5181
WEBSITE: WWW.LYONSLAW.NET

ANTJE S. BOURDAGES
PARALEGAL
E-MAIL: ABOURDAGES@LYONSLAW.NET

November 1, 2018

Julie Gilman, Chair
c/o Barbara McEvoy
Town of Exeter
10 Front Street
Exeter, NH 03833

RE: 12 Front Street

Dear Chair Gilman,

As you know, I represent Anne Bushnell, Trustee of the Anne C. Bushnell 2004 Trust as Amended and Restated 2011 ("Restated Trust"), the owner of 12 Front Street. Ms. Bushnell has now obtained all necessary ZBA and HDC approvals. The project has also gone through the TRC process and is pending for initial Planning Board review on November 1, 2018.

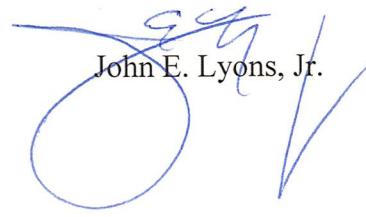
My client previously proposed entering into an agreement with the Select Board in regard to relinquishing the historic rear access from her property into the municipal parking lot in exchange for a new access on the south side of her property into the town parking lot. The Select Board was kind enough to hear this request on a preliminary basis on June 4, 2018. At that Select Board meeting, a request was made to get a sense of the Select Board's position as to this request. As set out in the June 4, 2018 minutes, "the Board was in favor of the proposal as long as their concerns were addressed to the Planning Board."

Attached is a copy of the Site Plan Review Application submitted to the Planning Board on October 24, 2018. Consistent therewith, Ms. Bushnell is now requesting that this matter be rescheduled as an agenda item at the Select Board's November 26, 2018 meeting. Ms. Bushnell will be making a formal request that the side access from her property into the municipal parking lot be approved by the Select Board as shown on the Site Plan attached to the Application. Of course, any Select Board approval would be subject to working out a formal agreement with Town Council.

Thank you, and we look forward to confirmation as to whether or not Ms. Bushnell's request will, in fact, appear on the November 26, 2018 agenda.

Very truly yours,

John E. Lyons, Jr.

A handwritten signature in blue ink, consisting of a large, stylized 'J' and 'L' with a checkmark-like flourish to the right.

JEL/ech
Enclosure

Cc: Anne Bushnell
Cory Belden
Dave Sharples (via email dsharples@exeternh.gov)



Civil
Site Planning
Environmental
Engineering

133 Court Street
Portsmouth, NH
03801-4413

October 24, 2018

Barbara McEvoy, Deputy Code Enforcement Officer
Town of Exeter
10 Front Street
Exeter, New Hampshire 03833

Re: **Anne C. Bushnell 2004 Trust**
Downtown Residential Development
12 Front Street
Tax Map 72, Lot 2
P-4770

HAND DELIVER

Dear Ms. McEvoy:

On behalf of the Applicant, Anne Bushnell, Altus Engineering, Inc. (Altus) is pleased to submit a *Site Plan Review Application* for a new multi-unit residential development at 12 Front Street in Downtown Exeter. This application is to construct a new Multi-Family Building consisting of nine (9) single bedroom units on the rear portion of the property. This project aligns perfectly with the Town of Exeter Master Plan, adopted on February 22, 2018 as well as the Exeter Housing Advisory Committee report issued in May 2017. This project meets the recommendation of this Report by helping to ensure that "adequate and desirable forms of residential growth is encouraged while maintaining a balance of housing types within the Town's housing stock." It is understood that the Town of Exeter seeks a diverse housing stock in the downtown area through infill development, which tis project does, while also maintaining the historic building currently located on the site.

The proposed site improvements will include new off-street parking, driveways, walkways, utility services, and stormwater management facilities. The proposed driveway will be a one-way driveway and connect to the municipal parking lot to the south of the property. Proposed sewer, water, and storm drainage services will connect to municipal systems located in Front Street. New electric and telecommunications services will be installed underground along with the natural gas services. Low scale lighting will be provided on the site. All lighting will be dark sky friendly with down-lit fixtures and the poles shown are a maximum 8-ft tall. A six-foot solid fence will also be constructed around the perimeter of the rear of the property to replace the existing fence. A conceptual landscape plan is provided for discussion with the Board.

The applicant has already met with the Zoning Board of Adjustment (ZBA), Historic District Committee (HDC) and Town Select Board regarding this project. At the May 16, 2017 ZBA meeting, two variances were granted for the property to allow the proposed increase in density and a ten (10) foot rear setback, where twenty (20) feet is required. The existing house is to remain as a single-family house as a condition of the ZBA approval. The HDC subsequently approved a demolition permit application that included the removal of the rear "ell" and construction of a new porch entryway as shown in the plans. Lastly, the applicant met with the Board of Selectmen on ^{March} May 21, 2018 to request the Driveway Access Easement to allow access to the municipal lot adjacent to the property shown on the plans. It is our understanding that the Select Board would like recommendation from the Planning Board before approving the driveway easement request.

Barbara McEvoy
October 24, 2018
Page 2

Enclosed are fifteen (15) copies of the following documents to initiate the Design Review process for Site Plan Approval:

- Copy of Application Form and Checklist;
- Memo Response to Technical Review Comments;
- Revised Letter of Explanation;
- Preliminary Application to Connect to Sewer, Water, and Stormwater Systems;
- Waiver Requests;
- Traffic Memorandum;
- Lighting cut sheets;
- Drainage Study (2 copies including full appendix);
- Stormwater Inspection and Maintenance Manual;
- Site Plans (11"x17" format). Plus one full size set of plans for the Town Planner.
- 1 Disc of application package

Altus will also deliver a complete copy of the application package to Underwood Engineering Inc. (UEI) for their review. We look forward to discussing this project with the Planning Board at the November 1, 2018 meeting. Please call if you have any questions or require additional information.

Sincerely,
ALTUS ENGINEERING INC.



Cory D. Belden, P.E.

Enclosures

Ecopy: Anne Bushnell, owner
John Lyons, esq.
Alyssa Manypenny Murphy, AIA

**Town of Exeter Site Review Plan
Application**

OFFICE USE ONLY

THIS IS AN APPLICATION FOR:

() COMMERCIAL SITE PLAN REVIEW
 () INDUSTRIAL SITE PLAN REVIEW
 (X) MULTI-FAMILY SITE PLAN REVIEW
 () MINOR SITE PLAN REVIEW
 () INSTITUTIONAL/NON-PROFIT SPR

_____ APPLICATION #
 _____ DATE RECEIVED
 _____ APPLICATION FEE
 _____ PLAN REVIEW FEE
 _____ ABUTTERS FEE
 _____ LEGAL NOTICE FEE
 _____ TOTAL FEES

_____ INSPECTION FEE
 _____ INSPECTION COST
 _____ REFUND (IF ANY)

1. **NAME OF LEGAL OWNER OF RECORD:** Anne C. Bushnell 2004 Trust

 _____ **TELEPHONE:** (603) 775-0527

ADDRESS: P.O. Box 249 , Exeter, NH 03833

2. **NAME OF APPLICANT:** Anne Bushnell

ADDRESS: 12 Front Street, Exeter, NH 03833
 _____ **TELEPHONE:** (603)775-0527

3. **RELATIONSHIP OF APPLICANT TO PROPERTY IF OTHER THAN OWNER:** _____

 (Written permission from Owner is required, please attach.)

4. **DESCRIPTION OF PROPERTY:** single family residential

ADDRESS: 12 Front Street, Exeter, NH 03833
TAX MAP: 72 **PARCEL #:** 2 **ZONING DISTRICT:** C-1
AREA OF ENTIRE TRACT: 22,825 SF **PORTION BEING DEVELOPED:** 18,500 SF

5. ESTIMATED TOTAL SITE DEVELOPMENT COST \$ \$75,000 (not including building costs)

6. EXPLANATION OF PROPOSAL: This proposal is to construct a new nine (9) unit building with associated site improvements, including parking, utilities, and stormwater management facilities.

7. ARE MUNICIPAL SERVICES AVAILABLE? (YES/NO) YES (Application included)

IF YES, WATER AND SEWER SUPERINTENDENT MUST GRANT WRITTEN APPROVAL FOR CONNECTION.
IF NO, SEPTIC SYSTEM MUST COMPLY WITH W.S.P.C.C. REQUIREMENTS.

8. LIST ALL MAPS, PLANS AND OTHER ACCOMPANYING MATERIAL SUBMITTED WITH THIS APPLICATION:

ITEM:	NUMBER OF COPIES
A. Site Plan Review Plans	7 Copies
B. Architectural Rendering (to be submitted at TRC)	7 copies
C. Letter of Explanation	7 copies
D. Waiver Requests	7 copies
E. Drainage Study	2 Full copies - 5 Summaries
F. Sight Lighting Cut Sheets	7 copies
G. Application to connect to water, sewer, and storm drain	7 copies

9. ANY DEED RESTRICTIONS AND COVENANTS THAT APPLY OR ARE CONTEMPLATED (YES/NO) No IF YES, ATTACH COPY.

10. NAME AND PROFESSION OF PERSON DESIGNING PLAN:

NAME: Cory D. Belden, PE

ADDRESS: 133 Court Street, Portsmouth, NH 03801

PROFESSION: Civil Engineer TELEPHONE: (603) 433-2335

11. LIST ALL IMPROVEMENTS AND UTILITIES TO BE INSTALLED:

This proposal is to construct a new multi-unit residential building with nine (9) single bedroom units and associated site improvements, which will include off-street parking, walkways, utilities, and storm water management facilities. Utilities will include water, sewer, gas, and electric/tele-communications services. The existing single family residence on the property will remain with minor modifications to the rear of the building for a new porch / entryway.

12. HAVE ANY SPECIAL EXCEPTIONS OR VARIANCES BEEN GRANTED BY THE ZONING BOARD OF ADJUSTMENT TO THIS PROPERTY PREVIOUSLY?

IF YES, DESCRIBE BELOW. (Please check with the Planning Department Office to verify)

On May 16, 2017 the Zoning Board of Adjustment granted two variances to this property (Case #17-15) :

1. To permit dwelling unit density greater than the maximum which is allowed.

2. To allow a ten (10) foot rear setback where twenty (20) feet is required.

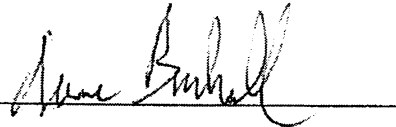
The variance was granted for the proposed nine (9) single bedroom multi-unit building and conditional that the existing home (front building) remain a single family residence.

NOTICE: I CERTIFY THAT THIS APPLICATION AND THE ACCOMPANYING PLANS AND SUPPORTING INFORMATION HAVE BEEN PREPARED IN CONFORMANCE WITH ALL APPLICABLE REGULATIONS; INCLUDING BUT NOT LIMITED TO THE "SITE PLAN REVIEW AND SUBDIVISION REGULATIONS" AND THE ZONING ORDINANCE. FURTHERMORE, IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 15.2 OF THE "SITE PLAN REVIEW AND SUBDIVISION REGULATIONS", I AGREE TO PAY ALL COSTS ASSOCIATED WITH THE REVIEW OF THIS APPLICATION.

DATE

9/11/15

OWNER'S SIGNATURE



ACCORDING TO RSA 676.4.1 (c), THE PLANNING BOARD MUST DETERMINE WHETHER THE APPLICATION IS COMPLETE WITHIN 30 DAYS OF SUBMISSION. THE PLANNING BOARD MUST ACT TO EITHER APPROVE, CONDITIONALLY APPROVE, OR DENY AN APPLICATION WITHIN SIXTY FIVE (65) DAYS OF ITS ACCEPTANCE BY THE BOARD AS A COMPLETE APPLICATION. A SEPARATE FORM ALLOWING AN EXTENSION OR WAIVER TO THIS REQUIREMENT MAY BE SUBMITTED BY THE APPLICANT.

SITE PLAN REVIEW APPLICATION CHECKLIST

A COMPLETED APPLICATION FOR SITE PLAN REVIEW MUST CONTAIN THE FOLLOWING

1. Application for Hearing (X)
2. Abutter's List Keyed to Tax Map (X)
(including the name and business address of every engineer, architect,
land surveyor, or soils scientist whose professional seal appears on any
plan submitted to the Board)
3. Completed- "Checklist for Site Plan Review" (X)
4. Letter of Explanation (X)
5. Written Request for Waiver (s) from "Site Plan Review and Subdivision
Regulations" (X)
(if applicable)
6. Completed "Preliminary Application to Connect and /or Discharge to Town
of Exeter- Sewer, Water or Storm Water Drainage System(s)"(if applicable) (X)
7. Request for Review by the Rockingham County Conservation District
(RCCD), ()
(if applicable)
8. Planning Board Fees (X)
9. Seven (7) copies of Site Plan (X)
10. Fifteen (15) 11"x17" copies of the final plan to be submitted TEN DAYS
PRIOR to the public hearing date. ()
11. Three (3) pre-printed 1"x 2 5/8" labels for each abutter, the applicant and
all consultants. (X)

NOTES: All required submittals must be presented to the Planning Department office for distribution to other Town departments. Any material submitted directly to other departments will not be considered.

Submission of this plan will not be applicable in all cases. The applicability of such a plan will be considered by the TRC during its review process as outlined in Section 6.5 Technical Review Committee (TRC) of these regulations. The purpose of this plan is to provide general information on the site, its existing conditions, and to provide the base data from which the site plan or subdivision will be designed. The plan shall show the following:

<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.1. Names, addresses, and telephone numbers of the owner, applicant, and person(s) or firm(s) preparing the plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.2. Location of the site under consideration, together with the current names and addresses of owners of record, of abutting properties and their existing land use.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.3. Title, date, north arrow, scale, and Planning Board Case Number.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.4. Tax map reference for the site under consideration, together with those of abutting properties.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.5. Zoning (including overlay) district references.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.6. A vicinity sketch or aerial photo showing the location of the land/site in relation to the surrounding public street system and other pertinent location features within a distance of 2,000-feet, or larger area if deemed necessary by the Town Planner.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.7. Natural features including watercourses and water bodies, tree lines, significant trees (16-inches diameter (caliber) or greater measured 12-inches above ground), and other significant vegetative cover, topographic features, and any other environmental features that are important to the site design process.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.8. Man-made features such as, but not limited to, existing roads, structures, and stone walls. The plan shall also indicate which features are to be retained and which are to be removed or altered.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.9. Existing contours at intervals not to exceed 2-feet with spot elevations provided when the grade is less than 5%. All datum provided shall reference the latest applicable US Coast and Geodetic Survey datum and should be noted on the plan.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	7.4.10. A High Intensity Soil Survey (HISS) of the entire site, or appropriate portion thereof. Such soil surveys shall be prepared by a certified soil scientist in accordance with the standards established by the Rockingham County Conservation District. Any cover letters or explanatory data provided by the certified soil scientist shall also be submitted.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.11. State and Federally designated wetlands, setback information, total wetlands proposed to be filled, other pertinent information and the following wetlands note: "The landowner is responsible for complying with all applicable local, state, and federal wetlands regulations, including any permitting and setback requirements required under these regulations."
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.12. Surveyed property lines including angles and bearings, distances, monument locations, and size of the entire parcel. A professional land surveyor licensed in New Hampshire must attest to said plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.13. The lines of existing abutting streets and driveway locations within 200-feet of the site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.14. The location, elevation, and layout of existing catch basins and other surface drainage features.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.15. The shape, size, height, location, and use of all existing structures on the site and approximate location of structures within 200-feet of the site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.16. The size and location of all existing public and private utilities, including off-site utilities to which connection is planned.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.17. The location of all existing easements, rights-of-way, and other encumbrances.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.18. All floodplain information, including the contours of the 100-year flood elevation, based upon the Flood Insurance Rate Map for Exeter, as prepared by the Federal Emergency Management Agency, dated May 17, 1982.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.19. All other features which would fully explain the existing conditions of the site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.4.20. Name of the site plan or subdivision.

The purpose of this plan is to illustrate and fully explain the proposed changes taking place within the site. The proposed site conditions plan shall depict the following:

<input checked="" type="checkbox"/>		7.5.1. Proposed grades and topographic contours at intervals not to exceed 2-feet with spot elevations where grade is less than 5%. All datum provided shall reference the latest applicable US Coast and Geodetic Survey datum and should be noted on the plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.2. The location and layout of proposed drainage systems and structures including elevations for catch basins.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.3. The shape, size, height, and location of all proposed structures, including expansion of existing structures on the site and first floor elevation(s). Building elevation(s) and a rendering of the proposed structure(s).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	7.5.4. High Intensity Soil Survey (HISS) information for the site, including the total area of wetlands proposed to be filled.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.5. State and Federally designated wetlands, setback information, total wetlands proposed to be filled, other pertinent information and the following wetlands note: "The landowner is responsible for complying with all applicable local, state, and federal wetlands regulations, including any permitting and setback requirements required under these regulations."
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.6. Location and timing patterns of proposed traffic control devices.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.7. The location, width, curbing and paving of all existing and proposed streets, street rights-of-way, easements, alleys, driveways, sidewalks and other public ways. The plan shall indicate the direction of travel for one-way streets. See <u>Section 9.14 – Roadways, Access Points, and Fire Lanes</u> for further guidance.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.8. The location, size and layout of off-street parking, including loading zones. The plan shall indicate the calculations used to determine the number of parking spaces required and provided. See <u>Section 9.13 – Parking Areas</u> for further guidance.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.9. The size and location of all proposed public and private utilities, including but not limited to: water lines, sewage disposal facilities, gas lines, power lines, telephone lines, cable lines, fire alarm connection, and other utilities.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.10. The location, type, and size of all proposed landscaping, screening, green space, and open space areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.11. The location and type of all site lighting, including the cone(s) of illumination to a measurement of 0.5-foot-candle.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.12. The location, size, and exterior design of all proposed signs to be located on the site.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.13. The type and location of all solid waste disposal facilities and accompanying screening.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.14. Location of proposed on-site snow storage.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.15. Location and description of all existing and proposed easement(s) and/or right-of-way.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.16. A note indicating that: "All water, sewer, road (including parking lot), and drainage work shall be constructed in accordance with Section 9.5 Grading, Drainage, and Erosion & Sediment Control and the <u>Standard Specifications for Construction of Public Utilities in Exeter, New Hampshire</u> ". See <u>Section 9.14 Roadways, Access Points, and Fire Lanes</u> and <u>Section 9.13 Parking Areas</u> for exceptions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.5.17. Signature block for Board approval

- 7.7 Construction plan
- 7.8 Utilities plan
- 7.9 Grading, drainage and erosion & sediment control plan
- 7.10 Landscape plan
- 7.11 Drainage Improvements and Storm Water Management Plan
- 7.12 Natural Resources Plan
- 7.13 Yield Plan



Civil
Site Planning
Environmental
Engineering

133 Court Street
Portsmouth, NH
03801-4413

Technical Review (TRC) Comments

PB Case #18-12

Tax Map Parcel #72-2

The following comments are were provided following the TRC Meeting held on October 11th and have been addressed by Altus Engineering as described below:

PLANNING DEPARTMENT COMMENTS

1. Traffic – discuss anticipated impacts.

Response: Altus Engineering has prepared a Traffic Memorandum summarizing the anticipated traffic from the new development. The traffic volumes for a 9 single bedroom apartment building are minimal and it is not anticipated to any adverse impact onto the adjacent traffic network.

2. UEI will review.

Response: Altus Engineering has not received any addition comments from UEI that were addressed at the TRC meeting.

3. Submit Landscape plan that satisfies the requirements set forth in Section 9.7.5

Response: Woodburn and Company has prepared a Conceptual Landscape Plan for discussion with the Planning Board. The plan is included with this submittal.

4. What is the status of the easement onto the municipal parking lot?

Response: The applicant has submitted a request for a driveway access easement to the town Select Board. We met with the Select Board on May 21, 2018 to discuss the application. The select board had some minor comments, preferring a single lane access and removing only one stall from the municipal lot. The Select Board wants to have a Planning Board recommendation to approve the access easement, so we are requesting eth Planning Board vote to recommend approval of the access easement. With this recommendation, we will meet with the Select Board in November for to get a vote for approval.

5. Describe trash storage shown on plans. This appears inadequate to handle potential trash and recycling from 9 units. If public pickup then this doesn't seem reasonable to put out trash and recycle for 9 units on Front St.

Response: The 9 unit building in the rear of the site will have private trash collection and will not utilize the Town's curbside pickup. The existing main house will not be be restricted from using the curbside service. The trash area has been expanded to allow for 9 individual trash bins to be stored within an enclosed area. Recycling will not be stored outside.

6. Describe purpose of proposed gates. If proposed for pedestrian use, they should not be used unless the access onto the abutting properties is conducive to pedestrian access. I would suggest you consider removal.

Response: The 4 foot gates within the 6 solid 6 foot fence is an emergency access gate. One of the gates has been removed. We are willing to remove the gate if directed.

7. Is 14' wide access aisle ok with DPW and EFD? Will this be two ways?

Response: The 14 foot wide driveway access is one direction.

8. Lighting plan needs to be all 0.0 at property lines, no light spillover but small amounts may be acceptable onto publicly owned and maintained roadways.

Response: The lighting plan has been revised to model the 6 foot solid fence along the property line. The lighting design is all dark sky friendly, with downlit fixtures, and a maximum of 8 foot tall light posts.

9. Is this a flat roof building?

Response: Yes. The building is not located within the Historic District. There will be an elevator shaft appurtenance on top of the roof. The revised building elevations show the elevator. It does not appear on the rendering, as it should not be seen from street level. The roof drainage will be collected and directed to the infiltration pond.

10. The architectural elevations submitted imply that mature trees will remain around the building. This may not be the case so please identify on the plans the mature trees that will remain and how they will be protected during construction.

Response: The site preparation and landscape plan identify the trees that will remain and be removed. The architectural rendering has been modified.

11. What materials are being used on exterior?

Response: The grey portion in the rendering is grey brick and brown is wood panels.

12. Provide Stormwater O & M manual with checklist log and annual reporting requirement to the Town.

Response: A stormwater Maintenance and Inspection manual has been prepared and is included with this submittal.

13. Distance to nearest hydrant location? Ask EFD if they are ok with existing hydrants.

Response: There are four hydrants with approximately 300 feet of the property. One is at Congregational Church (21 Front Street); another at Inn at the Bandstand (6 Front Street). And, there is one at each end of the parking lot—at the main entrance on Water Street and near the main exit to Bow Street.

14. Set monumentation in accordance with section 9.25.

Response: Agreed. This will be done upon request for a building permit.

15. Applicant should speak with Jay Perkins at DPW regarding snow storage and any other concerns regarding the potential access easement to the municipal parking area.

Response: Applicant has reached out to Jay Perkins but has not received a response.

PUBLIC WORKS COMMENTS

1. The water and sewer flows should be the same on the Preliminary Application to Connect to Water, Sewer, & Drainage form. The water usage is based on the NHDES Env-Wq Table 1008-1 values. The design flow for a 1-bedroom apartment is 225 gallons per day (gpd).

Response: The Preliminary Applicant has been revised and is included in this re-submittal.

Sheet C-1 Site Preparation and Utilities Plan

2. Adjust the drainage and/or sewer service to eliminate the conflict at the proposed new driveway.

Response: The drainage and sewer have been changed to eliminate the conflict at the driveway. A raingarden was added on the other side of the driveway to eliminate the need for the cross culvert.

3. A test pit will be required to determine the elevation of the 16-inch water main in Front Street and verify that the sewer service will work.

Response: The requirement for a test pit has been added to the plans as well as the need for Police detail for all work in Front St.

4. Show the existing sewer inverts.

Response: The sewer inverts has been added to the plans.

5. Consider relocating the gas and electric services to the south side of the property to reduce the number of trees impacted by the project.

Response: We are currently coordinating with Unitil for the gas and electric service. The existing service come from the pole in on the municipal offices side. Unitil prefers to go this route, but will know more when they loading information.

6. The ADA space should be marked as van accessible.

Response: The ADA stall will be marked for van accessibility as shown on the detail sheet D-5.

7. Provide additional enclosures for trash and recycling.

Response: The trash enclose area has been expanded and notes added to clarify private pickup. Recycling will not be stored outside.

Sheet C-3 Grading, Drainage & Erosion Control Plan

8. The proposed driveway to the municipal parking lot would impede snow removal efforts in this area of the parking lot. That area is currently used for a large snow storage pile. Maintaining access to the proposed driveway would require snow storage in the parking spaces, the number of which would vary based on storm events. If the driveway easement is granted, it should be written so that it does not preclude any potential future development of the parking lot parcel by the Town, such as a parking garage.

Response: This item will need to be coordinated with the easement deed language.

9. The invert elevation of CB P3 is too close to the rim elevation.

Response: CB P3 has been eliminated for the construction of the raingarden.

Sheet D-4 Details

10. Revise the water service detail to show a 16-inch water main in Front Street. Water services may be copper or polyethylene with a tracer wire.

Response: CB P3 has been eliminated for the construction of the raingarden. See Sheet D-4.



Civil
Site Planning
Environmental
Engineering

133 Court Street
Portsmouth, NH
03801-4413

12 Front Street Site Plan Review

Anne C. Bushnell 2004 Trust

LETTER OF EXPLANATION October 2018 (Revised)

The Anne C Bushnell 2004 Trust owns a 22,825 square foot (0.52 Acre) Lot located at 12 Front Street in downtown Exeter. The Lot is identified on the Exeter Assessor's Maps as Tax Map 72, Lots 2. The lot is zoned Central Area Commercial District (C-1) and a portion of the lot lies within the Historic District boundaries. There is currently a single residence on the lot.

This application is to construct a Multi-Unit Building consisting of nine (9) single bedroom units on the rear portion of the property. At the May 16, 2017 Zoning Board of Adjustment meeting, two variances were granted for the property to allow the proposed increase in density and a ten (10) foot rear setback, where twenty (20) feet is required. The existing house is to remain as a single family house as a condition of the ZBA approval and will have a new porch / entryway constructed at the rear of the building. The demolition and proposed porch has been approved by the Historic District Commission.

The proposed site improvements will include new off-street parking, driveways, walkways, utility services, and stormwater management facilities. The proposed driveway will be a one-way driveway and connect to the municipal parking lot to the south of the property. Proposed sewer, water, and storm drainage services will connect to municipal systems located in Front Street. New electric and telecommunications services will be installed underground along with the natural gas services. Low scale lighting will be provided on the site. All lighting will be dark sky friendly with down-lit fixtures and the poles shown are a maximum 8-ft tall. A six foot solid fence will also be constructed around the perimeter of the rear of the property to replace the existing fence.

Stormwater management will be handled on-site utilizing Best Management Practices to treat the runoff and reduce the pollutant loading. These BMPs include the use of porous pavers for the proposed parking areas, grassed swales, an infiltration pond, and a proposed rain garden. Although the majority of the site currently drains to the rear of the property to an existing catch basin in the municipal lot, the proposed drainage system will connect to the existing catch basin in Front Street. This will prevent reconstruction of the drainage system in the future if a parking garage or other improvements are constructed in the municipal lot. Because of this, there is a slight increase to the peak rate at the front of the property, with a decrease to the back. A drainage review of the pre and post development conditions has been completed and shows a reduction in the total peak runoff leaving the property for the 2-year, 10-year, 25-year, and 50-year storm events.



TOWN OF EXETER - DEPARTMENT OF PUBLIC WORKS

**PRELIMINARY APPLICATION TO CONNECT AND/OR DISCHARGE TO TOWN OF EXETER
SEWER, WATER, AND/OR STORMWATER DRAINAGE SYSTEM(S)**

Project Name 12 Front Street - Downtown Residential Development

Project Location 12 Front Street, Exeter, NH 03833

Applicant/Owner Name Anne Bushnell

Mailing Address PO Box 249, Exeter, NH 03833.

Phone Number (603) 775-0527 email

Project Engineer Cory Belden, PE (Altus Engineering)

Mailing Address 133 Court Street, Portsmouth, NH 03801

Phone Number (603) 433-2335 email cbelden@altus-eng.com.

Type of Discharge/Connection Sewer Water Stormwater

Application completed by

Name Cory Belden

Signature  Date 10/24/18

Reviewed and verified by Planning & Building Department

DESIGN FLOWS

The water and sewer design flow shall be based upon the New Hampshire Code of Administrative Rules, Env-Wq 1000 Subdivisions; Individual Sewage Disposal Systems, Table 1008-1 Unit Design Flow Figures (current version) or other methodology which may be deemed acceptable by the Town of Exeter. The minimum fee for a single-family residential unit is based on the design flow for two (2) bedrooms. Existing water and sewer flows may be based on meter readings for the current use.

If the proposed discharge is non-residential or is residential but exceeds 5,000 gallons per day (gpd), Section C must be completed. Certain water and sewer discharges must be approved by the State of New Hampshire Department of Environmental Services by way of permit and plan submittals. It is the responsibility of the applicant to ensure submittals are made to the state through the town is necessary. Final town approval cannot be made without the state's approval if required.

Stormwater design flows are based on the drainage analysis prepared by the applicant using the most current published precipitation data available.

APPROVALS ARE VALID FOR PERIOD OF ONE (1) YEAR FROM DATE OF APPROVAL

SECTION A: PROPOSED NEW CONNECTIONS OR MODIFICATION OF EXISTING CONNECTIONS

SANITARY SEWER

Description of work New nine unit - single bedroom building
Title of plan Site Preparation and Utilities Plan
Total design flow (gpd) 2025 GPD

**For any non-residential discharge or residential discharge exceeding 5,000 GPS, or for a change of use, complete Section C of this form.*

Approved _____ Date _____
Water & Sewer Managing Engineer

WATER

Description of work Connect to water main in front Street for domestic and fire suppression .
Title of plan Site Preparation and Utilities Plan
Total design flow (gpd) 2025 GPD

Approved _____ Date _____
Water & Sewer Managing Engineer

STORMWATER

Description of work Connect to existing catch basin in Front Street
Title of plan Grading and Drainage Plan
Total design flow (10-year storm, CFS) 0.79 CFS

Approved _____ Date _____
Highway Superintendent

APPROVALS ARE VALID FOR PERIOD OF ONE (1) YEAR FROM DATE OF APPROVAL

SECTION B: IMPACT FEES

Provide the following information to determine if a water and/or sewer impact fee will be required for a new development or a change or increase in use.

Current/prior Use(s)

Describe current use(s) Single Family residential 7 bedrooms - to remain

<u>Use</u>	<u>Unit Flow (gpd)</u>	<u>Total Existing Flow</u>
Water	300 gpd + 150 x 5 (bedrooms over 2)	1050 GPD
Sewer	" "	1050 GPD.
Total existing flow _____		

Proposed Use(s)

Describe proposed use(s) Single Family and Multi-Family residential

<u>Use</u>	<u>Unit Design Flow</u>	<u>Total Design Flow</u>
Sewer	Existing + 9 x 225 gpd	3075 gpd
Water	" "	3075 gpd
Total proposed flow _____		

Impact Fees (80% of the design flow)

Change in flow rate (gpd) 2,025 x 0.8 = Impact Fee flow rate (gpd) 1,620

If there is a decrease in flow rates, no water or sewer impact fee will be charged. If there is an increase in flow rates, a water and/or sewer impact fee will be charged using the following formula:

Sewer Impact Fee: Flow increase (gpd)	<u>1620</u>	x \$4.85 =	<u>\$7,857</u>
Water Impact Fee: Flow increase (gpd)	<u>1620</u>	x \$2.00 =	<u>\$3,240</u>

Approved by Town of Exeter

Town Planner _____ Date _____
 Water & Sewer Managing Engineer _____ Date _____

APPROVALS ARE VALID FOR PERIOD OF ONE (1) YEAR FROM DATE OF APPROVAL



WAIVER REQUESTS

Civil
Site Planning
Environmental
Engineering

133 Court Street
Portsmouth, NH
03801-4413

12 Front Street Downtown Residential Development

Anne C. Bushnell 2004 Trust
Tax Map 72, Lot 2

September 11, 2018

Exeter Site Plan Review and Subdivision Regulations (as Amended April 2018)

Waiver Request #1: 9.3.6.4 - Work within 5 feet of exterior property line

The proposed project is a residential downtown development. The building setbacks are ten feet to the property line and grading will be required within five feet of the property line to construct the improvements. The project has two driveway connections for both the entrance and exit, as it is a one-way. There will also be a new fence along the exterior property line. Therefore, the applicant requests to grade within 5 feet of the to the property line as depicted on the proposed Grading, Drainage and Erosion Control Plan.

Waiver Request #2: 9.17.10 Roadway Parameters

This project proposes to construct a one-way driveway that will enter the site from Front Street and exit through the municipal lot to the side. Therefore, the 24 foot wide requirement would not be reasonable and would encourage people to go both directions. The project proposes the one-way access driveway to be constructed with a 14 foot wide paved surface.

Waiver Request #3: 11.3.1.2.a Parking Lot within 25 feet of the front of a building

The proposed site is not typical in that the existing house at 12 Front Street will remain. The proposed new multi-family building will be located in the rear of the lot, but will also face Front Street. The parking will be situated between the two buildings with a minimum 10 foot separation. The adjacent commercial property at 14 Front Street has parking up to the face of the building.

Waiver Request #4: 11.3.1.4 Recreational Space


A waiver is requested from the requirement to provide recreational space. The proposed development will construct nine single bedroom units, so the site is not targeting families with children. There is also a Town park located at the corner of Front Street and Court Street, which is approximately 18,300 square feet in size, and provides recreational space to this area. It is located two parcels from this property, approximately 100 feet in distance. There are also numerous other opportunities in the downtown area for recreation.

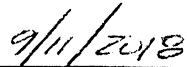
Waiver Request #5: Zoning 5.6.3 Parking stall size

This project proposes to install 18 foot long by 8.5 foot wide parking stalls, where nine feet by nineteen feet is required. The parking stalls will be constructed with a porous paver system to allow infiltration of runoff. There will be no curbing, so vehicle overhang will be allowed.

Waiver Request #6: Zoning 5.6.6 Off Street Parking Requirements

The proposed project will consist of nine (9) single bedroom units and one (1) single family dwelling unit. Per Zoning 5.6.6, the required off-street parking requirement is 9 for the single bedroom units, 2 for the single family dwelling, and 3 for guests, for a total of 14 off-street stalls. The applicant requests to provide 12 off -site parking stalls, as the site has on-street parking on Front Street and is abutting two municipal parking lots to the rear and side.


Cory Belden, P.E.
Altus Engineering, Inc.


Date



Civil
Site Planning
Environmental
Engineering

133 Court Street
Portsmouth, NH
03801-4413

Traffic Memorandum
12 Front Street - Downtown Residential Development
Tax Map 72, Lot 2

Altus Engineering, Inc. (Altus) has completed a review of the traffic characteristics for the proposed Multi-Family building to be located at 12 Front Street. As proposed, the project includes the construction of a new 3,600 square foot, 3-story, 9 single bedroom unit building. The lot is located at 12 Front Street and will have a one-way driveway that enters from Front Street and exits through the municipal parking lot onto Bow Street. Because the existing main building will remain, it is not included in the results. Only the new traffic generated by the new building tabulated in **Table 1** below. They are based on the use of trip generation statistics published by the Institute of Transportation Engineers (ITE) in the 9th Edition of the Trip Generation Manual. Land Use: 220 Apartment most closely correlates to the proposed building. Because all of the units are one bedroom units, an occupancy of 13.5 persons was used, assuming one-half of the units are couples.

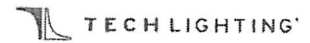
TABLE 1
TRIP GENERATION SUMMARY

Time Period	Trips
Average Weekday (3.31 trips/ Person)	44.7 per day
Weekday Morning Peak Hour	4.1 peak AM hr
Weekday Evening Peak Hour	5.4 peak PM hr
Average Saturday (3.24 trips/ Person)	43.8 per day
Saturday Peak Hour	3.5 peak hr

As demonstrated above, the proposed 9 single bedroom units are expected to generate approximately 45 more vehicle trips per day and increase the peak hour traffic volume by 3.5-5.4 total vehicles. There are approximately 140 parking spaces in the municipal lot, not including the parking for the municipal offices and commercial properties that have private parking lots that access the municipal lot, which would equate to over 500 vehicle trips with a 3 times (3X) turnover rate. The primary roads in downtown Exeter experience significantly higher traffic volumes. Therefore, it is our opinion that the traffic generated by the proposed project will not adversely impact the adjacent transportation infrastructure.

Prepared by:
Cory D. Belden, P.E.

ASH 10 WALL SCNCE



The Ash outdoor wall sconce is a modern take on the classic industrial-style light fixture. The Ash features a sleek metal shade and clear diffuser that creates a column of diffused light from under the shade. Ash wall sconces feature energy-efficient, fully dimmable integrated LED lighting. Available in four sizes (8", 10", 12", 16") and two finishes: Bronze and Charcoal.

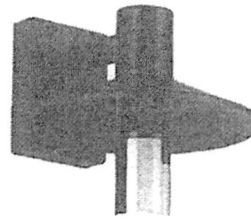
Outstanding protection against the elements:

- Marine-grade powder coat finishes
- Stainless Steel mounting hardware
- Impact-resistant, UV stabilized acrylic lensing
- IP-65 Rated

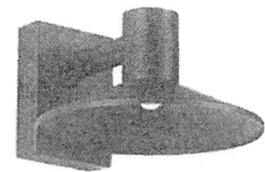
SPECIFICATIONS

DELIVERED LUMENS	529 or 1114 with clear cylinder 381 or 675 with clear lens
WATTS	8 or 18
VOLTAGE	Universal 120-277V, with integral transient 2.5kV surge protection (driver)
DIMMING	0-10, ELV
LIGHT DISTRIBUTION	Symmetric
MOUNTING OPTIONS	Wall
PERFORMANCE OPTIONS	Photocontrol / In-Line Fuse / Surge Protector
CCT	2700K or 3000K
CRI	90+
COLOR BINNING	3 Step
BUG RATING	B1-UD-G0
DARK SKY	Compliant (Lensed version only)
WET LISTED	IP65
GENERAL LISTING	ETL
CALIFORNIA TITLE 24	Can be used to comply with CEC 2016 Title 24 Part 6 for outdoor use. Registration with CEC Appliance Database not required.
START TEMP	-30°C
FIELD SERVICEABLE LED	Yes
CONSTRUCTION	Aluminum
HARDWARE	Stainless Steel
FINISH	Marine Grade Powder Coat
LED LIFETIME	L70; 70,000 Hours
WARRANTY*	5 Years

* Visit techlighting.com for specific warranty limitations and details.



ASH 10
shown in bronze/clear cylinder

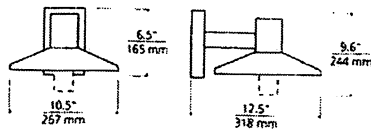
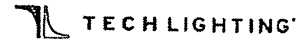


ASH 10
shown in charcoal/clear lens

ORDERING INFORMATION

7000WASH	CRI / CCT	LENGTH	LENS	FINISH	VOLTAGE	OPTIONS
L927	LED (LO-OUTPUT) 90 CRI 2700K	10 10"	C CLEAR CYLINDER D CLEAR LENS	Z BRONZE H CHARCOAL	UHV 120V/277V UNIVERSAL	NONE BUTTON PHOTOCONTROL IN-LINE FUSE SURGE PROTECTION
H927	LED (HI-OUTPUT) 90 CRI 2700K					PC LF SP
L930	LED (LO-OUTPUT) 90 CRI 3000K					PCCLT PCSP
H930	LED (HI-OUTPUT) 90 CRI 3000K					PCCLT PCSP LFSP PCLFSP

ASH 10 WALL SCONCE



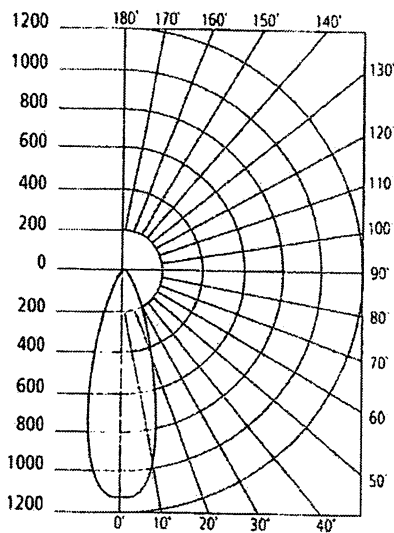
Ash 10

PHOTOMETRICS*

*For complete photometric data, visit www.techlighting.com/OUTLOOK

ASH 10 WITH CLEAR LENS

Total Lumen Output:	381
Total Power:	8
Luminaire Efficacy:	48
Color Temp:	3000K
CRI:	90
BUG Rating:	B1-L10 G0

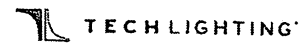


PROJECT INFO

FIXTURE TYPE & QUANTITY

JOB LOCATION / REF. #

DATE



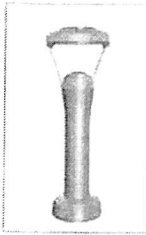
GENERATION 1.0 (2017)

500 Louder Avenue, Suite # Phoenix 80077

T: 480-410-3400 F: 602-410-4500



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SOLANA SL360



UL LISTED 	RATED IP65 	CCT OPTIONS 2700 3500 4500	LIFE SPAN L70 100,000 HOURS OR MORE	7 YEAR WARRANTY ON ELECTRONICS 	LUMEN OUTPUT 1730 to 3840
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PROJECT: _____

TYPE: _____

ORDERING EXAMPLE: PT8-SL360-FG-26L45T5-F-MDL03-PEC-FHD/UBKT

SL360														
MOUNTING CONFIG.	HEIGHT (H) FT'	SERIES	LENS	NO. OF LEDES	COLOR TEMP K	DISTRIBUTION TYPE	DISTRIBUTION ORIENTATION	DRIVER	BUTTON PHOTO-CELL	GROUND FAULT BREAKER	DUAL FUSE & HOLDER	ROUND POLE ADAPTER	COLOR	
BL	2	Outdoor Ground, Pole, Post Top or Wall Mounted Luminaire	FG	26L	27(00)K	T2	F	MDL03	OPTIONS				UGMT	UGM
PB	3		FFG		35(00)K	T3	R	MDL05	PEC	GFI LPIUC	FHD	RP45	UBT	UB
PM	4		CA		45(00)K	T3R		MDL07	PEC4				ULBT	ULB
PT	5		SV1			T4		MDH03					USLT	USL
WM	6		SV2			T5		MDH05					UWHT	UWH
	7							MDH07					UCHS	BKT
	8													

*PB = 2 BL = 3.4 PT = 5.6, 7, 8

Product Specs

Optical

- Full-cutoff, IP65 rated optic module.
- Available in IES Type 2, 3, 3R, 4 and 5 distributions.
- Utilizes high output, high brightness LEDs.
- Typical CRI of 70, CCT 2700, 3500 and 4500K. Call factory for custom CCT.
- LM-79 and LM-80 tests in accordance with IESNA standards.
- Lumen depreciation rating L70 > 100,000 hours, projected per TM-21 guideline using 700mA drive current at 25°C ambient.
- RoHS Compliant.

Electrical

- 120-277 volt and 347-480 volt available.
- Minimum driver power factor: > 0.9.
- Electrical surge protection in accordance with IEEE/ANSI C62.41.2 guidelines.
- UL listed in U.S. and Canada.

Mechanical

- Cast aluminum heat sink, arms, lens cover, heat sink cover, housing top cover and housing/fitter.
- AAD™ "Advanced Air-flow Dynamics" maximizes heat sink expulsion.

Controls

- PEC: Electronic Button Photocell (120v-277v)
- PEC4: Electronic Button Photocell (480v)

Performance (Based on FG Lens)

MODEL #	T2 DELIVERED LUMENS	EFFICACY (LPW)	T3 DELIVERED LUMENS	EFFICACY (LPW)	T3R DELIVERED LUMENS	EFFICACY (LPW)	T4 DELIVERED LUMENS	EFFICACY (LPW)	T5 DELIVERED LUMENS	EFFICACY (LPW)	WATTAGE
26L27T_MD_03	1735	57.0	1730	57.0	1860	62.0	1930	64.0	1960	65.0	30
26L35T_MD_03	1975	65.0	1975	65.0	2120	70.0	2205	73.0	2235	74.0	30
26L45T_MD_03	2105	70.0	2105	70.0	2260	75.0	2345	78.0	2385	79.0	30
26L27T_MD_05	2365	53.0	2340	53.0	2485	56.0	2610	59.0	2665	60.0	44
26L35T_MD_05	2700	61.0	2670	60.0	2835	64.0	2980	67.0	3040	69.0	44
26L45T_MD_05	2875	65.0	2845	64.0	3020	68.0	3175	72.0	3240	73.0	44
26L27T_MD_07	2800	50.0	2780	50.0	2930	53.0	3075	55.0	3160	57.0	55
26L35T_MD_07	3195	58.0	3170	57.0	3340	60.0	3505	63.0	3605	65.0	55
26L45T_MD_07	3405	61.0	3375	61.0	3560	64.0	3735	67.0	3840	69.0	55

Finish

- Durable, color retentive powder coat finish.

Ground Fault Breaker

- GFI LPIUC: Optional 15A Duplex GFCI receptacle with a low profile in-use cover

Warranty & Standards

LED Systems and Drivers - 7 years.
All fixtures shall be free from all defects in materials and workmanship for a period of 7 years from the date of manufacture. The luminaire manufacturer shall warrant the LED boards/system, during the stated warranty period, against failure defined as more than 10 percent of non-operating LEDs.

Drivers (0-10V dimming):

- MDL03: 350mA, 120-277V
- MDL05: 525mA, 120-277V
- MDL07: 700mA, 120-277V
- MDH03*: 350mA, 347-480V
- MDH05: 525mA, 347-480V
- MDH07: 700mA, 347-480V

*Requires step down transformer

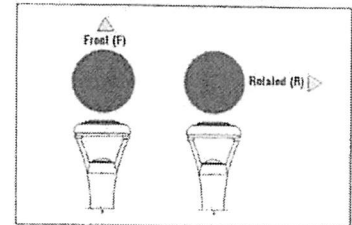
Lens:

- FG - Anti-Reflectance Flat Glass
- FFG - Frosted Flat Glass
- CA - Clear Flat Acrylic

Soft Vue:

- SV1* - Flat Diffuse Acrylic Lens
- SV2** - Flat Diffuse Acrylic Lens

Distribution Orientation:



*Provides moderate reduction in Brightness while only a minimal reduction in lumen output. **Provides maximum reduction in Brightness while only a nominal reduction in lumen output. Consult photometric files for exact lumen performance as percentages noted are averages.

Round Pole Adapter:

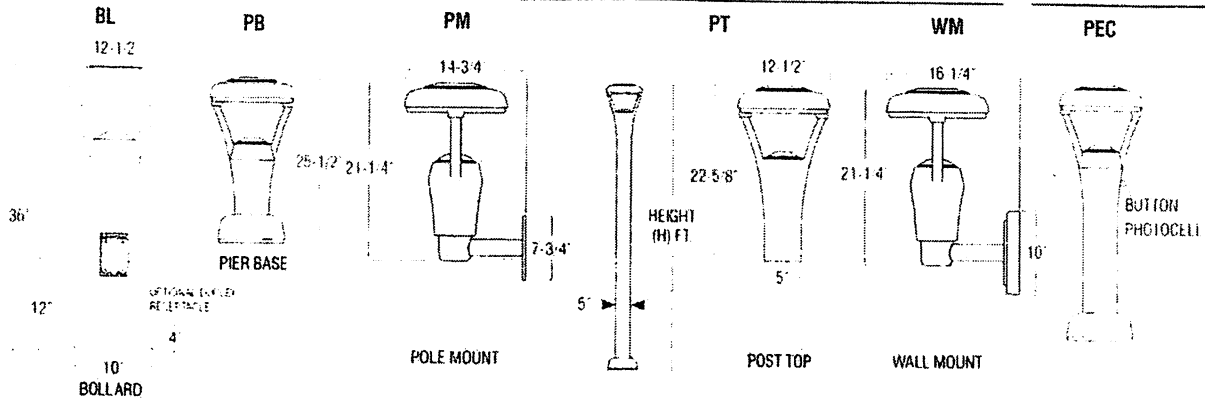
RP45: For 4" - 5" Pole Diameters
Required for round poles

Colors:

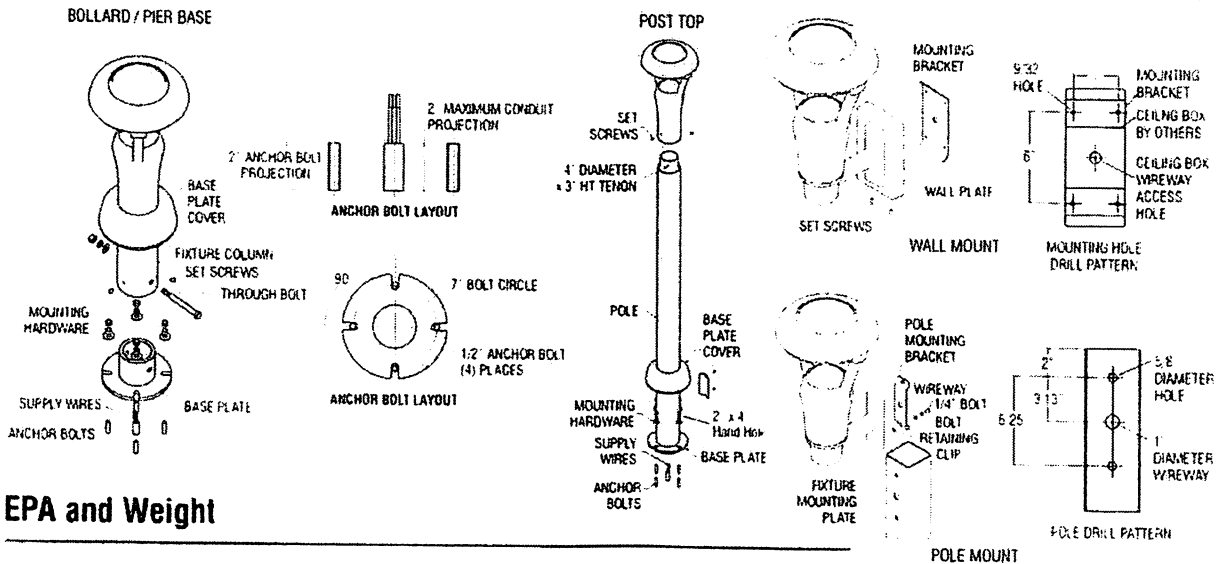
- UGMT - Urban Gun Metal Textured
- UBT - Urban Bronze Textured
- ULBT - Urban Light Bronze Textured
- USLT - Urban Silver Textured
- UWHT - Urban White Textured
- UCHS - Urban Champagne Satin Smooth
- UGM - Urban Gun Metal Matte
- UB - Urban Bronze Matte
- ULB - Urban Light Bronze Matte
- USL - Urban Silver Matte
- UWH - Urban White Matte
- BKT - Black Textured

Product Dimensions & Features

Other Options



Mounting Configurations

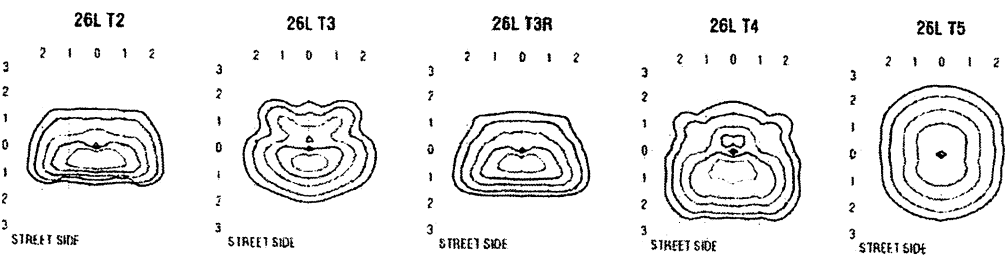


EPA and Weight

SL360	EPA	WT
BL	1.5 SQ. FT.	28.6 LBS. (3 FT. HT.)
PB	1.2 SQ. FT.	25.3 LBS.
PM	0.7 SQ. FT.	20.3 LBS.

SL360	EPA	WT
PT	0.7 SQ. FT.	18.5 LBS. (FIXTURE ONLY)
WM	0.8 SQ. FT.	22.9 LBS.

ISO Footcandle Plots

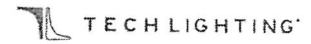


All published luminaire photometric testing performed to IESNA LM-79 standards by NVLAP certified laboratory. ISO footcandle plots demonstrate the SOLANA® SL360 light patterns only. Not for total fixture output. For complete specifications and IES files, see website.



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info@sternberglighting.com
www.sternberglighting.com
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ASPEN 26 WALL SCONCE



The Aspen outdoor wall sconce creates an elegant elongated column of beautifully diffused light. The Aspen is available in four sizes (8", 15", 26", 36") to meet architectural scale; ideal for way-finding and general outdoor illumination. The Aspen features energy-efficient, fully dimmable integrated LED lamping. Available in two finishes: Bronze and Charcoal.

High quality LM80-tested LEDs
for consistent long-life performance and color

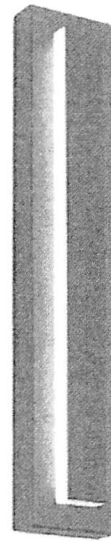
Outstanding protection against the elements:

- Marine-grade powder coat finishes
- Stainless Steel mounting hardware
- Impact-resistant, UV stabilized frosted acrylic lensing
- IP-65 Rated

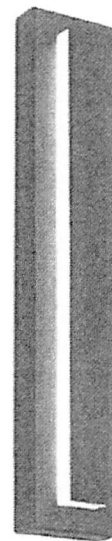
SPECIFICATIONS

DELIVERED LUMENS	1060
WATTS	38
VOLTAGE	Universal 120-277V, with integral transient 2.5kV surge protection (driver)
DIMMING	0-10, ELV
LIGHT DISTRIBUTION	Symmetric
MOUNTING OPTIONS	Wall
PERFORMANCE OPTIONS	In-Line Fuse / Surge Protector
CCT	2700K, 3000K
CRI	90+
COLOR BINNING	3 Step
BUG RATING	B0-U3-G1
DARK SKY	Non-compliant
WET LISTED	IP65
GENERAL LISTING	ETL
CALIFORNIA TITLE 24	Can be used to comply with CEC 2016 Title 24 Part 6 for outdoor use. Registration with CEC Appliance Database not required.
START TEMP	-30°C
FIELD SERVICEABLE LED	Yes
CONSTRUCTION	Aluminum
HARDWARE	Stainless Steel
FINISH	Marine Grade Powder Coat
LED LIFETIME	170,70,000 Hours
WARRANTY*	5 Years

* See Tech Lighting.com for specific warranty limitations and details.



ASPEN 26
shown in charcoal

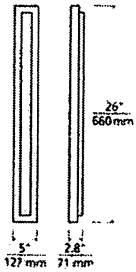
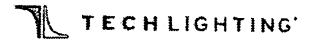


ASPEN 26
shown in bronze

ORDERING INFORMATION

7000WASP	CRI/CCT	LENGTH	LENS	FINISH	VOLTAGE	DISTRIBUTION	OPTIONS
	927 50-CRI, 2700K	26 26"	D DIFFUSE	Z BRONZE	0HV 120V-277V (FANDED)	S SYMMETRIC	NONE
	930 90-CRI, 3000K			H CHARCOAL			LI INTEGRAL FUSE SP SURGE PROTECTION LESP IN-LINE FUSE & SURGE PROTECTOR

ASPEN 26 WALL SCONCE

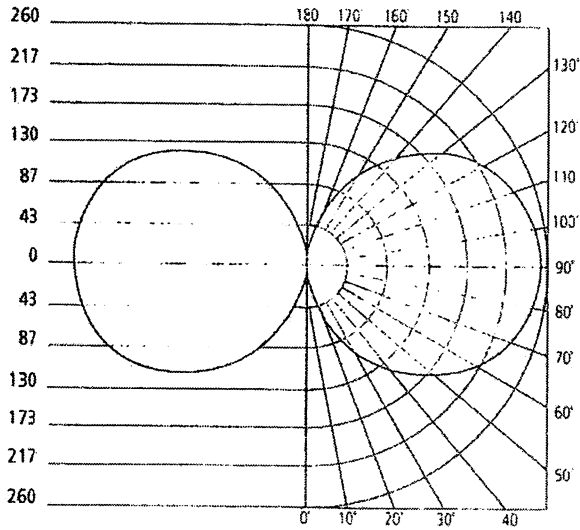


Aspen 26

PHOTOMETRICS³

³For typical photometric data please visit www.techlighting.com/ASPD26

ASPEN 26	
Total Lumen Output:	1060
Total Power:	38
Luminaire Efficacy:	28
Color Temp:	3000K
CRI:	90
BUG Rating:	80-US-G1

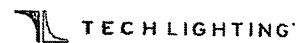


PROJECT INFO

PROJECT NAME/QUANTITY

PLANNING/PHOTO

DATE



GENERATION BY DESIGN
 2400 Linden Avenue, Suite 100, Dallas, TX 75207
 T 847.410.4466 F 847.417.4506

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MEMORANDUM OF UNDERSTANDING

Date: November 29, 2018 (Revised)

To: Jennifer R. Perry, PE
Town of Exeter Director of Public Works

Subject: Downtown Residential Development Project at 12 Front Street
Driveway Access Easement to Municipal Parking Lot

CC to: Anne Bushnell, Trustee
John Lyons, Esq., Owner's Representative
Dave Sharples, Town Planner
Julie Gilman, Select Board Chair
Kathy Corson, Select Board Vice-Chair (PB Representative)

Prepared by: Cory D. Belden, PE, Altus Engineering Inc.

This Memorandum of Understanding (MOU) is intended to provide a mutual understanding of conditions for the proposed driveway access easement associated with the Downtown Residential Development (Project) at 12 Front Street. The Project proposes to construct a new multi-family building with nine single bedroom units and a new driveway that that will connect to the town municipal parking lot located to the south of the lot (See attached Site Plan, dated November 16, 2018). The Project was submitted for Site Plan review and the Exeter Department of Public Works (DPW) raised concerns about the proposed driveway easement during the technical review. The following comment was provided by DPW:

"The proposed driveway to the municipal parking lot would impede snow removal efforts in this area of the parking lot. That area is currently used for a large snow storage pile. Maintaining access to the proposed driveway would require snow storage in the parking spaces, the number of which would vary based on storm events. If the driveway easement is granted, it should be written so that it does not preclude any potential future development of the parking lot parcel by the Town, such as a parking garage."

From the above comment, it is understood that DPW has two primary concerns regarding the proposed driveway access easement to the municipal parking lot, 1) Snow removal and 2) Future development. My understanding

1. **Snow Removal** - After meeting with the Technical Review Committee, Altus Engineering contacted Jay Perkins (Highway Superintendent) to discuss the concerns for snow removal. Mr. Perkins indicated that the primary concern for snow removal is the town's ability to provide access to the driveway during storm events. The "side" parking lot has overnight parking and tight aisles, so the highway department typically waits until after midnight to clear the lot when less vehicles are in the way of the plows. He indicated that the residents would need to be aware that the lot may not be cleared immediately and may need to be patient. He also indicated that the Highway Department does regularly plow the main parking lot travel way from Water Street to Bow Street.

The Owner proposes that the easement be extended to the main travel way between Water Street and Bow Street and language be provided in the deed to allow the private services to clear a pathway for the residents at 12 Front Street to the main travel way between Water Street and Bow Street.



- 2. **Future Development** – The attorney for the Owner will work with the town attorney to provide language in the easement deed that does not preclude future development of the parking lot by the Town.

It is understood that the easement, deed, and Homeowner’s Association (HOA) documents will not be finalized until after the Planning Board approves the Site Plan application. However, in order to proceed with the Site Plan approval, the Planning Board has recommended that the Project proceed to the Select Board for approval of the driveway access easement, pending DPW’s concerns are addressed.

Based on the concerns provided by DPW it is our understanding that the driveway access easement will be prepared to include the following conditions:

- a. The easement shall be a maximum 20 feet wide.
- b. The new paved driveway access will be a maximum of 14 feet wide, approximately centered in the easement.
- c. The easement shall not preclude future development of the municipal parking lot.
- d. Only one parking stall will be eliminated from the municipal lot.
- e. The private snow removal service for the residential development at 12 front Street will be allowed to clear a path within the easement to the main parking lot drive aisle that extends from Water Street to Front Street.
- f. The private plow service shall coordinate with Exeter DPW for the location to place the snow on the municipal lot.
- g. Snow removal from the private development at 12 Front Street shall remain on site and shall in no means be moved or placed onto the town municipal lot.
- h. Any private snow removal service that will work within the municipal parking lot must provide proof of insurance meeting the town of Exeter requirements.

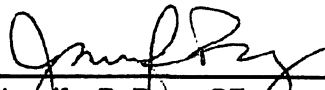
The HOA documents will indicate that it is the HOA responsibility to maintain the driveway to the municipal parking lot, including snow removal.

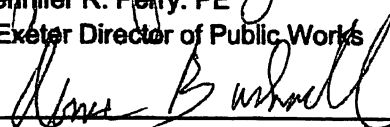
This MOU does not prohibit additional comments or conditions to the driveway easement. With the understanding that the easement, deed, and HOA documents will be prepared in accordance with the conditions of this MOU, it is understood that the concerns presented by DPW have been adequately addressed for the Select Board to proceed with approval of the access easement and allow the Owner and town to proceed with finalization of the easement, deed, and HOA documents.

I concur with this Memorandum of Understanding and support the issuance of the proposed driveway access easement under these conditions:

Dated: 12/29/18

Dated: 12/30/18

By: 
 Jennifer R. Perry, PE
 Exeter Director of Public Works

By: 
 Anne Bushnell, Trustee
 Anne C. Bushnell Trust of 2014

FY19 BUDGET RECOMMENDATIONS COMMITTEE RECAP

MEMORANDUM

TO: Town of Exeter Select Board
FROM: Niko Papakonstantis, Chairman Budget Recommendations Committee
RE: Budget FY '19
DATE: November 29, 2018

The Budget Recommendations Committee (BRC) concluded the budget season with its meeting on November 14, 2018. The BRC initially convened on July 25, 2018 at which time Niko Papakonstantis was re-elected Chair and Nicholas Gray was elected Vice-Chair. On September 26, 2018, Town Manager Russell Dean presented the draft FY '19 budget to the BRC. In addition to the draft budget of \$19,185,619, and CIP and warrant articles totaling \$1,873,451, Mr. Dean also presented ten additional personnel positions that various departments requested totaling an additional \$238,325. These additions brought the total budget request for consideration to \$19,424,542. Conversation amongst committee members ensued and carried into future meetings relative to whether these respective positions should have been included in the draft budget presented or outside the budget request. The consensus of the BRC is that all recommended additional personnel positions be included as part of the draft budget in future Fiscal Years.

The BRC's overall perspective in examining the budget and making its recommendations this year was to assess what may be best for each individual department within the context of what is in the best overall budgetary interests of the entire Town of Exeter. The BRC sought to strike a reasonable and cost-effective balance among all the Town departments recognizing that which might appear to be the best for one department might not be in the best overall interests of the Town of Exeter. Individual members assigned to their respective subcommittees devoted countless hours preparing for their Subcommittee meetings and corresponding Full BRC Hearings.

General Government

Our full committee meeting schedule commenced on October 19, 2018 for the all-day General Government Hearing. Much of the General Government budget increases were due to 2019 step increases. Health Care plan costs for all departments increased from last year by 6.9%. The BRC recommends two additional part time employees: Administrative Assistant (Town Manager budget) to be shared between the Town manager, HR and possibly EXTV in the future at an annual salary of \$31,212; and an Assistant Town Clerk position to compensate for illness/vacation and possible 2019 retirement coverage at an annual salary of \$24,406. As both recommended positions are part-time, neither require additional benefits. The Town Manager requested \$20,000 to begin funding reclassifications. The BRC moved to recommend \$6,000 for this process. The IT Dept budget will assume the Police Department computers and, as a result, the IT budget increased. The BRC recommends additional intern funds for the Economic Development Department.

Police/Fire/EMS/Communications

The BRC made several minor recommendations to the Police Department budget, one of which was reducing the Patrol overtime budget by \$10,000 to fund the recommended increase in Staff overtime due to recent historical spending. Additionally, the BRC moved to reduce the SPOTS Computer maintenance from \$4,500 to \$0 as the department has not been billed by the State of NH since 2014.

The Fire Department requested three additional positions for FY '19, the first of which is a part-time office clerk, which the BRC recommends at an annual salary \$16,868. This additional personnel will assume the current clerk's duties during paid time off as well as excessive administrative duties that presently burden the Chief and Assistant Chief. This position would also be active in accounts receivable and billing. Two additional Firefighter/EMT's were requested and the BRC unanimously voted to not support this request. The majority of the BRC felt it would be prudent for the Town of Exeter to continue to assess the impact of the two Fire Fighters hired earlier this year. The BRC recommends that the Town of Exeter consider a public safety analysis by a third-party vendor to assess the needs of the town's respective public safety departments. Please note that this was not in the draft budget but after extensive discussion, the BRC voted 8-2 to recommend \$50,000 be allocated for a public safety analysis.

Department of Public Works

The DPW-General budget features an increase over last year's budget. The increase is due primarily to an increase of 12.6% Solid Waste Disposal in new spending. Costs related to the current Waste Management contract are projected to rise 9.1% which is attributed mostly of recycling costs (\$81/ton). Another sizable Solid Waste Disposal budget increase is \$28,000 to contract with an outside vendor to grind and chip brush (and haul off site) at the Transfer Station. This amount will be offset by new brush dump fees adopted by the Select Board. Solid Waste Disposal is also carrying a \$22,000 increase (including a \$15,000 in one-time expenditures for a replacement well) and for landfill cap repair. The cost of blue bag manufacturing and delivery will be offset by additional revenue at higher bag sale rates. The BRC recommends the following by unanimous vote:

- \$10,000 Storm water Fund for additional nitrogen testing.
- \$10,000 Highways and Streets Fund to purchase a new road paint machine to replace their current 18-year-old product.
- \$14,000 addition to the DPW Maintenance Garage budget to purchase a 4-post automotive lift for enhanced speed and safety for their mechanics.

\$26,000 was requested for contracted cleaning services of town buildings, which the DPW Subcommittee did not recommend. However, after a thorough debate at the DPW-General Hearing, the Full BRC voted 8-1 to recommend this funding. Due to this addition, the DPW-General total budget increased to \$5,344,634, which the BRC voted 8-1 to recommend.

Human Services

The BRC recommends Human Services Funding in the amount of \$106,625. The welfare budget, although higher than in recent years, now reflects the proper amounts spent versus incoming revenues from outside sources to support welfare related payments to individuals in need.

Parks/Recreation

The Parks Department requested two-part time positions which would be seasonal temporary employees, both totaling \$20,669 annually in salary. The BRC voted 7-3 to a Parks Budget of \$229,179 which included these two positions. The Recreation Department requested that the current part-time Office manager position be reclassified to a full-time office manager with an annual salary of \$53,083, including benefits (it should be noted that the employee currently in this position will not require benefits). The increase in hours is due to an increase in programming and corresponding administrative work. The BRC voted 8-2 to a Recreations Budget of \$317,029 which included this personnel addition. The BRC voted 7-3 for a total Parks & Recreation Budget of \$546,028.

Water/Sewer

The \$53.8M new Wastewater Treatment Plant (WWTP) and associated facilities at the Newfields Road Public Works complex is slated to be operational by mid-2019 and thus preparations for its startup will accelerate next year. Included will be significant increases in building maintenance, chemicals and lab testing. In addition to operational requirements, the BRC supports the design phase of the Salem Street Utilities Upgrade project. The Sewer Department requested a Sewer Plant Operator at an annual salary of \$75,776 which the BRC voted unanimously not to recommend. The BRC feels that the Town of Exeter commit to a fifth operator in 2020 but consider advertising for the position in the second half of 2019. The Town of Exeter has transitioned from historical reliance on drinking water from surface sources to a blend of surface and groundwater sources since 2015. After three years of operation, our Groundwater Treatment Plant (GWTP) requires a higher share of maintenance to ensure its continued productivity. In addition to operating water budget impacts, the BRC supports an upgraded water line on Newfields Road to improve fire-fighting capabilities at our new WWTP and the design portion of Salem Street utilities upgrades, both as CIP initiatives which I will discuss further on in this report. It is our understanding the Newfields Road water line will be included as part of the Wastewater Facility project utilizing funds already authorized, as main support to the facility. The BRC voted to reduce the Software Agreement line item of the Water Department budget feeling that the proposed software portal was premature. The BRC also voted to increase Water Treatment wages/salary by \$4,000 for facilitating Senior operators.

CIP and Warrant Articles

The BRC recommends the following CIP Projects for FY '19 (please note the corresponding vote in parenthesis for each project):

- ADA Accessibility CRF - \$50,000 (9-0)
- Epping Road Sidewalk Extensions - \$940,000 (9-0); noted Town share of \$188,000, NHDOT share of \$752,000.
- Raynes Barn Improvement - \$214,000 (7-2) (**note: my understanding that after the vote, the LCHIP grant was denied therefore this will be deleted from the list**)
- Dispatch Communications Upgrade - \$153,451 (9-0)
- Ambulance - \$235,349 (9-0). This will not be a warrant article but funded through the revolving fund as a lease/purchase paid for from ambulance fees.
- Intersection Improvements Program - \$50,000 (9-0)
- Pickpocket Dam Reclassification (revised recommended amount of \$40,000) * (9-0)
- Sidewalk Replacement Program - \$120,000 (9-0)
- Highway #9 Replacement - \$63,035 (9-0)
- Replacement of Sedan #24 - \$24,000 (9-0)
- Salem Street Utility Improvement Design - \$325,000 (9-0)
- Replace 6-wheel dump truck #25 - \$174,959 (less trade) (9-0)
- Recreation Park Design/Engineering - \$250,000 (8-1)
- Capital Reserve Fund - \$100,000** (8-1)
- Capital Equipment Replacement Fund - \$80,000 (9-0)
- Exeter Public Library Renovation - \$4,505,885 (7-2)

***The original request was \$400,000**

**** This is in lieu of various renovations**

*****This is in lieu of individual equipment requests.**

The committee heard thorough presentations from the Parks/Rec Department and Library, respectively. Both presentations brought about robust conversation at the first meeting, held on October 24. To their credit, both departments returned to the second meeting on November 14 with additional information and data as requested by the BRC. Please note that a **majority** of the BRC (7-2) voted to recommend \$4,505,885 for the Library Addition/renovation project. Also, please note that the BRC voted 8-1 to recommend \$250,000 for the Recreation Park Design/Engineering project. Given the majority votes for both projects, the BRC strongly recommends that the Board put both projects on the Warrant.

Summary

In summary, the Town of Exeter Draft Budget submitted for the General Fund in September, 2018 was for \$19,185,619, or an increase of 1.9%, excluding the aforementioned personnel requests and Warrant Articles. The personnel requests represented an additional \$238,923 (FY '19) - \$367,731 annual impact. The BRC voted to recommend seven of the requested positions as detailed in the body of this report. For the upcoming Fiscal Year, 2019, the BRC voted 7-2 to recommend a General Fund budget of \$19,268,547, a 2.3% increase.

I will be available to discuss these recommendations and any other questions you may have relative to the budget at your convenience.

FY19 BUDGET, BONDS & WARRANT ARTICLES DISCUSSION

Town of Exeter												
2019 Preliminary Budget Summary												
Version #4 - Select Board 12/01/2018												
DEPARTMENT	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/-(Decrease)	2019 BRC Budget vs. 2018 Budget %-Difference	2019 SB Budget	2019 Default Budget	2019 SB Budget vs. 2019 Default Budget %-Difference	Notes	
Fire												
501 Administration	546,927	558,793	461,848	564,925	580,747	21,954	3.9%	574,644	559,810	(14,834)		
503 Fire Suppression	2,992,082	3,136,116	2,405,132	3,144,454	3,203,700	67,584	2.2%	3,194,036	3,185,518	(8,518)		
504 Emergency Management	15,571	26,937	21,199	26,937	26,937	-	0.0%	26,937	26,937	-		
505 Health	154,040	130,681	109,824	133,166	133,209	2,528	1.9%	133,209	131,865	(1,345)		
Total Fire	3,708,620	3,852,528	2,998,003	3,869,482	3,944,593	92,065	2.4%	3,928,826	3,904,129	(24,697)		
Public Works - General Fund												
601 Administration & Engineering	360,904	357,920	346,025	369,210	376,984	19,064	5.3%	376,984	369,130	(7,854)		
602 Highways & Streets	2,111,875	2,017,724	1,403,170	2,047,125	2,061,675	43,951	2.2%	2,065,019	2,049,766	(15,253)		
603 Snow Removal	383,105	314,707	268,791	314,632	314,632	(75)	0.0%	314,632	314,631	(1)		
604 Solid Waste Disposal	922,084	1,093,165	900,369	1,216,517	1,230,517	137,352	12.6%	1,230,517	1,093,165	(137,352)		
605 Street Lights	155,640	150,000	131,250	170,340	170,340	20,340	13.6%	170,340	150,000	(20,340)		
618 Stormwater	59,827	60,000	4,934	60,000	60,000	(0)	(0)	60,000	60,000	-		
Total Public Works - GF	3,993,435	3,993,517	3,054,537	4,177,824	4,214,148	220,631	5.5%	4,217,492	4,036,692	(180,800)		
Maintenance												
606 General	437,593	470,935	328,618	470,737	499,466	28,531	6.1%	500,281	492,386	(7,895)		
615 Mechanics/Garage	236,501	262,030	181,060	262,485	260,676	(1,354)	-0.5%	260,676	271,902	11,226		
607-614 Town Buildings	206,948	273,150	175,224	270,344	270,344	(2,806)	-1.0%	270,344	273,150	2,806		
616 Maintenance Projects	96,865	100,000	13,542	100,000	100,000	-	0.0%	100,000	100,000	-		
Total Maintenance	977,906	1,106,116	698,444	1,103,567	1,130,487	24,371	2.2%	1,131,301	1,137,438	6,137		
Welfare & Human Services												
710 Welfare	67,331	37,387	54,028	68,171	68,171	30,784	82.3%	68,171	37,551	(30,620)		
711 Human Services	100,000	107,500	80,625	107,500	106,625	(875)	-0.8%	106,625	107,500	875		
Total Welfare & Human Services	167,331	144,887	134,653	175,671	174,796	29,909	20.6%	174,796	145,051	(29,745)		
Parks & Recreation												
801 Recreation	308,199	313,895	263,007	297,144	317,029	3,134	1.0%	317,076	302,342	(14,733)		
802 Parks	177,875	212,361	171,984	209,744	229,179	16,818	7.9%	229,667	223,602	(6,065)		
Total Parks & Recreation	486,074	526,256	434,990	506,888	546,208	19,952	3.8%	546,743	525,945	(20,798)		
Other Culture/Recreation												
116/804 Other Culture/Recreation	23,127	23,001	16,535	19,002	17,002	(5,999)	-26.1%	17,002	23,001	5,999		
805 Special Events	13,826	15,000	15,331	15,000	15,000	-	0.0%	15,000	15,000	-		
Total Other Culture/Recreation	36,953	38,001	31,866	34,002	32,002	(5,999)	-15.8%	32,002	38,001	5,999		
Public Library												
901 Library	1,002,526	1,014,633	809,055	1,020,015	1,026,272	11,639	1.1%	1,026,158	1,004,233	(21,925)		
Total Library	1,002,526	1,014,633	809,055	1,020,015	1,026,272	11,639	1.1%	1,026,158	1,004,233	(21,925)		

Town of Exeter											
2019 Preliminary Budget Summary											
Version #4 - Select Board 12/01/2018											
DEPARTMENT	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/(Decrease)	2019 BRC Budget vs. 2018 Budget %-Difference	2019 SB Budget	2019 Default Budget	2019 SB Budget vs. 2019 Default Budget %-Difference	Notes
Debt Service & Capital											
921-923 Debt Service	695,793	1,014,970	1,013,461	1,045,774	1,045,774	30,804	3.0%	1,045,774	1,045,774	-	
117 Vehicle Replacement/Lease	398,972	649,293	431,694	537,358	523,116	(126,177)	-19.4%	521,668	521,668	-	See Vehicle & Lease schedules
117 Misc. Expense	25,438	3	10,974	4	4	1	33.3%	4	4	-	
117 Cemeteries	-	1	-	1	1	-	-	1	1	-	
118 Capital Outlay - Other	6,294	4,501	1,700	4,501	4,548	47	1.0%	4,501	4,501	-	
Total Debt Service & Capital	1,126,497	1,668,769	1,457,829	1,587,638	1,573,443	(95,326)	-5.7%	1,571,948	1,571,948	-	
Benefits & Taxes											
931 Health Insurance Buyout/Sick Leave/Flex Spending	184,007	118,368	198,106	116,727	127,245	8,877	7.5%	124,606	124,495	(111)	
931 Insurance Reserves	-	2,000	-	109,730	-	(2,000)	-100.0%	-	2,000	2,000	
933 Unemployment	-	43	-	3,456	3,456	3,413	7937.2%	3,456	43	(3,413)	
937 Worker's Compensation	198,871	203,250	203,293	215,445	215,445	12,195	6.0%	215,445	203,250	(12,195)	Primex
114/941 Insurance	119,856	111,205	114,352	94,768	94,768	(16,437)	-14.8%	65,020	111,205	46,185	Primex: Based upon allocation of assets
Total Benefits & Taxes	502,734	434,866	515,751	540,126	440,914	6,048	1.4%	408,527	440,993	32,466	
Total GF Operating Budget	17,790,724	18,836,060	14,944,706	19,185,618	19,268,547	432,488	2.3%	19,233,857	18,947,453	(286,404)	
Other Appropriations - Warrant Articles											
Sidewalk Program		20,000	20,000	120,000	120,000	100,000	500.0%	120,000	120,000	-	CIP Page # 22 Continues efforts of sidewalk repl
Snow/Ice Deficit Fund		50,000	-	-	-	(50,000)	-100.0%	-	-	-	
Sick Leave Expendable Trust Fund		100,000	-	-	-	(100,000)	-100.0%	-	-	-	
Portable Radios		73,897	72,098	-	-	(73,897)	-100.0%	-	-	-	
Swasey Pkwy CRF		7,500	-	-	-	(7,500)	-100.0%	-	-	-	
Cemetery Capital Reserve Fund		27,000	27,000	-	-	(27,000)	-	-	-	-	
TAP Grant Match/Sidewalks				940,000	940,000	940,000		940,000	940,000	-	CIP Page #6 Includes \$ 752,000 NHDOT Grant (80/20 Grant) and \$188,000 general taxation as a grant match. Dependent upon receiving the grant.
Intersection Improvements Program				50,000	50,000	50,000		50,000	50,000	-	CIP P#22 Study of unsignalized intersections
ADA Accessibility CRF				50,000	50,000	50,000		50,000	50,000	-	CIP P#1 Establish a CRF for town-wide projects
Parks & Rec CRF				100,000	100,000	100,000		100,000	100,000	-	
Dispatch Communication upgrade				153,451	153,451	153,451		153,451	153,451	-	CIP P#19
Pickpocket Dam Recliffification				40,000	40,000	40,000		40,000	40,000	-	CIP Page #24
Vehicle/Equipment CRF				100,000	80,000	80,000		80,000	80,000	-	Establish capital reserve fund for vehicle/equipment purchases
Total Other Approp.-WAR	-	278,397	119,098	1,553,451	1,533,451	1,255,054	450.8%	1,533,451	1,533,451	-	
Other Appropriations - Additional Personnel/Contracted Services											
				238,923	-	-		-	-	-	
Borrowing Other											
Library Renovation/Expansion					4,505,885	4,505,885		4,505,885	4,505,885	-	CIP Page #8
Recreation Park Renovation Design & Engineering					250,000	250,000		250,000	250,000	-	CIP P#9
Salem St. Area Utility Replacements					30,000	30,000		30,000	30,000	-	CIP P#27 Drainage design (has water and Sewer Fund components)
Total Borrowing Other	-	-	-	-	4,785,885	4,785,885		4,785,885	4,785,885	-	
Total GF & WAR & Borrowing	17,790,724	19,114,457	15,063,804	20,977,992	25,587,883	6,473,427	33.9%	25,553,193	25,266,789	(286,404)	

Town of Exeter											
2019 Preliminary Budget Summary											
Version #4 - Select Board 12/01/2018											
DEPARTMENT	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/-(Decrease)	2019 BRC Budget vs. 2018 Budget %-Difference	2019 SB Budget	2019 Default Budget	2019 SB Budget vs. 2019 Default Budget %-Difference	Notes
Water Fund											
621 Administration	373,583	391,477	280,853	376,014	376,387	(15,090)	-3.9%	370,069	399,132	29,063	
624 Billing and Collection	145,536	157,046	126,289	168,705	165,318	8,272	5.3%	165,323	160,226	(5,097)	
622 Distribution	814,959	832,394	617,695	801,387	805,213	(27,181)	-3.3%	804,805	845,535	40,730	
623 Treatment	680,382	798,957	595,579	749,471	744,314	(54,643)	-6.8%	744,313	810,849	66,536	
625-626 Debt Service	1,102,716	1,119,250	807,618	1,062,113	1,062,113	(57,137)	-5.1%	1,062,113	1,062,113	-	
627 Capital Outlay	78,348	62,263	13,537	227,162	116,682	54,419	87.4%	116,682	16,682	(100,000)	
Total WF Operating Budget	3,195,524	3,361,387	2,441,571	3,384,851	3,270,026	(91,361)	-2.7%	3,263,305	3,294,537	31,232	
Other Appropriations - Warrant Articles											
SEIU 1984 Collective Bargaining	-	-	-	-	-	-	-	-	-	-	
New Groundwater Source Exploration		600,000									
Washington St Waterline Replacement		665,000									
Salem St. Area Utility Replacements					150,000	150,000		150,000	150,000	-	components)
					35,000	35,000		35,000	35,000	-	
Total Other Appropriations	-	1,265,000	-	-	185,000	(1,080,000)	-85.4%	185,000	185,000	-	
Total Water Fund Appropriations	3,195,524	4,626,387	2,441,571	3,384,851	3,455,026	(1,171,361)	-25.3%	3,448,305	3,479,537	31,232	
Sewer Fund											
631 Administration	330,752	394,463	250,492	402,228	402,601	8,138	2.1%	393,058	402,118	9,060	
634 Billing and Collection	140,052	157,071	123,734	165,930	162,543	5,472	3.5%	162,548	160,251	(2,297)	
632 Collection	774,305	661,323	414,461	663,113	665,089	3,766	0.6%	664,681	673,962	9,281	
633 Treatment	477,962	548,924	438,189	852,338	932,836	383,912	69.9%	925,044	632,867	(292,177)	
635-636 Debt Service	631,364	669,233	669,233	576,124	576,124	(93,109)	-13.9%	576,124	576,124	-	
637 Capital Outlay	96,181	136,952	100,412	128,681	106,681	(30,271)	-22.1%	106,681	16,681	(90,000)	See Vehicle & Lease schedules
Total SF Operating Budget	2,450,617	2,567,965	1,996,521	2,788,413	2,845,874	277,909	10.8%	2,828,137	2,462,004	(366,133)	
Other Appropriations - Warrant Articles											
NHDES Stormwater Asset Plan		30,000				(30,000)	(1)			-	
Salem St. Area Utility Replacements				145,000	145,000	145,000		145,000	145,000	-	components)
Total Other Appropriations	-	30,000	-	145,000	145,000	115,000	383.3%	145,000	145,000	-	
Other Appropriations - Additional Personnel/Contracted Services											
				18,944	-	-		-	-	-	
Total Sewer Fund Appropriations	2,450,617	2,597,965	1,996,521	2,952,357	2,990,874	392,909	15.1%	2,973,137	2,607,004	(366,133)	

Town of Exeter														
General Fund														
Preliminary Budget FY 2019														
Version #4 - Select Board 12/01/2018														
Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/-(Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Board Budget	Select Budget	2019 Default Budget	Explanation
General Government														
Select Board														
01-4130-0100-1000	01413010	51000	SB- Sal/Wages Elected Salaries Total	16,000	16,000	13,333	16,000	16,000	-	0.0%	16,000	16,000	16,000	\$3K each 4-Select Person, \$4K for 1- Chair Person
				16,000	16,000	13,333	16,000	16,000	-	0.0%	16,000	16,000	16,000	
01-4130-0100-2120	01413010	52120	SB- Life Insurance	120	300	26	255	255	(45)	-15.0%	255	255	255	
01-4130-0100-2200	01413010	52200	SB- FICA	992	992	827	992	992	-	0.0%	992	992	992	Based on wages: 6.2%
01-4130-0100-2210	01413010	52210	SB- Medicare Benefits Total	232	232	193	232	232	-	0.0%	232	232	232	Based on wages: 1.45%
				1,344	1,524	1,046	1,479	1,479	(45)	-3.0%	1,479	1,479	1,479	
01-4130-0100-5200	01413010	55055	SB- Consulting Services	-	1,000	-	1,000	1,000	-	0.0%	1,000	1,000	1,000	Expenses related to tax deeded properties, other services
01-4130-0100-5810	01413010	55050	SB- Conf/Room/Meals	311	500	-	500	500	-	0.0%	500	500	500	NHMA seminars, mileage reimbursement
01-4130-0100-5875	01413010	55106	SB- Equipment Purchase	19	1	-	1	1	-	0.0%	1	1	1	Placeholder for equipment needs
01-4130-0100-5561	01413010	55267	SB-Signs	-	5,000	-	1	1	(4,999)	-100.0%	1	1	1	Sign for the Town Office
01-4130-0100-8050	01413010	55273	SB- Special Expense	3,411	5,000	2,321	5,000	5,000	-	0.0%	5,000	5,000	5,000	Proclamations, recognitions, special events for committees, E911 Committee activities
			General Expenses Total	3,741	11,501	2,321	6,502	6,502	(4,999)	-43.5%	6,502	6,502	6,502	
			Select Board Total	21,085	29,025	16,700	23,981	23,981	(5,044)	-17.4%	23,981	23,981	23,980	A
Town Manager														
01-4130-0111-1110	01413011	51110	TM- Sal/Wages FT	159,256	164,669	138,751	169,581	169,581	4,912	3.0%	169,581	167,711	167,711	2 FT: Town Mgr and Executive Assistant
01-4130-0111-1200	01413011	51200	TM- Sal/Wages PT Salaries Total	4,060	3,800	2,950	3,800	3,800	-	0.0%	3,800	3,800	3,800	2 PT: Recording secretaries @ \$14 per hour (BOS/BRC meetings)
				163,316	168,469	141,701	173,381	173,381	4,912	2.9%	173,381	171,511	171,511	
01-4130-0111-2100	01413011	52100	TM- Health Insurance	50,570	44,701	37,294	44,446	47,513	2,812	6.3%	47,513	47,513	47,513	YOY increase 6.9%
01-4130-0111-2110	01413011	52110	TM- Dental Insurance	3,494	3,575	2,979	3,575	3,575	-	0.0%	3,575	3,800	3,800	YOY increase 2.3%
01-4130-0111-2120	01413011	52120	TM- Life Insurance	180	180	217	190	190	10	5.6%	190	190	190	
01-4130-0111-2130	01413011	52130	TM- LTD Insurance	1,461	1,477	1,043	1,251	1,251	(226)	-15.3%	1,298	1,298	1,298	
01-4130-0111-2200	01413011	52200	TM- FICA	9,571	10,445	8,368	10,750	10,750	305	2.9%	10,750	10,634	10,634	Based on wages: 6.2%
01-4130-0111-2210	01413011	52210	TM- Medicare	2,238	2,443	1,957	2,514	2,514	71	2.9%	2,514	2,487	2,487	Based on wages: 1.45%
01-4130-0111-2300	01413011	52300	TM- Retirement Town Benefits Total	17,958	18,739	15,790	19,118	19,118	379	2.0%	19,118	18,909	18,909	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
				85,472	81,560	67,647	81,844	84,911	3,350	4.1%	84,958	84,831	84,831	
01-4130-0111-4314	01413011	55198	TM - Office Equipment Leases	11,326	9,000	8,679	10,000	10,000	1,000	11.1%	10,000	9,000	9,000	Postage Machine lease, copier leases Town Office/Planning (from off. Equip)
01-4130-0111-4320	01413011	55319	TM- Vehicle Maintenance	176	-	-	-	-	-	-	-	-	-	Routine maintenance town office pool car
01-4130-0111-5000	01413011	55200	TM- Supplies	4,321	3,600	2,288	3,600	3,600	-	0.0%	3,600	3,600	3,600	Supplies for town offices (paper, etc.)
01-4130-0111-5010	01413011	55224	TM- Postage	81	150	222	150	150	-	0.0%	150	150	150	TM office postage needs (Reserve moved to GG)
01-4130-0111-5120	01413011	55246	TM- Reference Material	-	200	-	200	200	-	0.0%	200	200	200	NHMA, ICMA publications
01-4130-0111-5312	01413011	55212	TM - Phone Reimbursement	1,380	1,380	1,150	1,380	1,380	-	0.0%	1,380	1,380	1,380	Reimbursement for phone (TM, EA- 50/50 split with Welfare)
01-4130-0111-5450	01413011	55088	TM- Dues	14,559	14,600	15,210	15,250	15,250	650	4.5%	15,250	14,600	14,600	NHMA (townwide), ICMA (TM), MMANH (TM) annual dues
01-4130-0111-5510	01413011	55302	TM- Town Report Expense	2,224	2,500	2,240	2,400	2,400	(100)	-4.0%	2,400	2,500	2,500	Printing of annual Town Report
01-4130-0111-5560	01413011	55171	TM- Legal/Public Notices	309	500	912	500	500	-	0.0%	500	500	500	Budget/bond notices, public hearings, CDBG hearings
01-4130-0111-5576	01413011	55291	TM- Subscriptions	122	260	214	260	260	-	0.0%	260	260	260	Exeter News-Letter, Portsmouth Herald
01-4130-0111-5750	01413011	55058	TM- Contract Services	4,724	4,000	3,870	4,000	4,000	-	0.0%	4,000	4,000	4,000	Vacation coverage and temp assistance for Ex Asst
01-4130-0111-5800	01413011	55308	TM- Travel Reimbursement	51	500	176	500	500	-	0.0%	500	500	500	Mileage reimbursement for TM/EA
01-4130-0111-5810	01413011	55050	TM- Conf/Room/Meals	2,311	2,050	2,452	2,000	2,000	(50)	-2.4%	2,000	2,050	2,050	ICMA conference, MMANH/Primex conference, seminars
01-4130-0111-5820	01413011	55091	TM - Education/Training	454	-	-	500	500	500	-	-	500	500	Seminars, Training
01-4130-0111-5875	01413011	55106	TM- Equipment Purchase	801	300	223	300	300	-	0.0%	300	300	300	Small equipment (file cabinet, other)
01-4130-0111-6260	01413011	55128	TM- Fuel	-	-	46	-	-	-	-	-	-	-	Fuel for TM use of TO Pool Car
			General Expenses Total	42,839	39,040	37,682	41,040	41,040	2,000	5.1%	41,040	39,040	39,040	
01-4130-0111-9997	01413011	55998	TM- Due from Water Fund	(30,570)	(30,742)	(23,061)	(31,392)	(31,775)	(1,033)	3.4%	(31,781)	(31,531)	(31,531)	12.5% water fund
01-4130-0111-9998	01413011	55999	TM- Due from Sewer Fund	(30,570)	(30,742)	(23,061)	(31,392)	(31,775)	(1,033)	3.4%	(31,781)	(31,531)	(31,531)	12.5% sewer fund
			Due from Water/Sewer Funds	(61,140)	(61,485)	(46,122)	(62,783)	(63,549)	(2,065)	3.4%	(63,561)	(63,062)	(63,062)	
			Town Manager Total	230,487	227,585	200,908	233,481	235,781	8,197	3.6%	235,817	232,319	232,319	A

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
Version #4 - Select Board 12/01/2018													
Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/(Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Select Board Budget	2019 Default Budget	Explanation
Human Resources													
01-4155-0115-1110	01415515	51110	HR- Sal/Wages FT	66,088	68,103	57,384	70,134	70,134	2,031	3.0%	70,134	69,360	1 FT: Human Resource Director
	01415515	51200	HR- Sal/Wages PT	-	-	-	-	19,515	19,515		19,515	-	New- 35 weeks (29 hr/wk)
	01415515		HR- Wages Reclassifications	-	-	-	20,000	6,000	6,000		6,000	-	Wage adjustments/classifications
			Salaries Total	66,088	68,103	57,384	90,134	95,649	27,546	40.4%	95,649	69,360	
01-4155-0115-2100	01415515	52100	HR- Health Insurance	20,463	16,556	13,813	16,461	17,597	1,041	6.3%	17,597	17,597	YOY increase 6.9%
01-4155-0115-2110	01415515	52110	HR- Dental Insurance	966	988	823	988	1,011	23	2.3%	1,011	1,011	YOY increase 2.3%
01-4155-0115-2120	01415515	52120	HR- Life Insurance	120	120	105	126	126	6	5.0%	126	126	
01-4155-0115-2130	01415515	52130	HR- LTD Insurance	866	876	618	742	742	(134)	-15.3%	770	770	
01-4155-0115-2200	01415515	52200	HR- FICA	3,903	4,222	3,410	5,588	5,930	1,708	40.4%	5,930	4,300	Based on wages: 6.2%
01-4155-0115-2210	01415515	52210	HR- Medicare	913	987	798	1,307	1,387	399	40.4%	1,387	1,006	Based on wages: 1.45%
01-4155-0115-2300	01415515	52300	HR- Retirement Town	7,452	7,750	6,530	10,162	10,162	2,412	31.1%	10,162	7,820	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	34,683	31,500	26,097	35,374	36,955	5,455	17.3%	36,955	32,630	
01-4155-0115-5000	01415515	55200	HR- Supplies	877	500	191	500	500	-	0.0%	500	500	Office supplies
01-4155-0115-5120	01415515	55246	HR- Reference Materials	127	400	213	400	400	-	0.0%	400	400	Books, postings and information booklets
01-4155-0115-5200	01415515	55055	HR- Consulting Services	1,846	1,501	-	1,501	1	(1,500)	-99.9%	1	1,501	Update job descriptions and pay classifications
01-4155-0115-5263	01415515	55226	HR- Pre-Employment Screening	827	600	494	600	600	-	0.0%	600	600	Pre-employment Expenses
01-4155-0115-5312	01415515	55190	HR-Mobile Communications	360	360	180	360	360	-	0.0%	360	360	Cell Phone Reimbursement for HR Director
01-4155-0115-5410	01415515	55099	HR- Employee Notices	1,604	1,500	475	1,500	1,500	-	0.0%	1,500	1,500	Posting of open job positions
01-4155-0115-5420	01415515	55097	HR- Employee Relations	713	1,500	598	1,500	1,500	-	0.0%	1,500	1,500	Benefits Fair, employee service and recognition
01-4155-0115-5450	01415515	55088	HR- Dues	363	340	204	355	355	15	4.4%	355	340	NH HR Assoc, IPMA-HR, SHRM
01-4155-0115-5800	01415515	55308	HR- Travel Reimbursement	209	500	691	750	750	250	50.0%	750	500	Mileage, Tolls, Parking
01-4155-0115-5810	01415515	55050	HR- Conf Rooms/Meals	-	110	125	1,375	1,375	1,265	1150.0%	1,375	110	Primex and IPMA-HR Conferences
			IPMA-HR Eastern Region Training and Annual Labor & Employment Law review										
01-4155-0115-5820	01415515	55091	HR- Education/Training	248	2,200	699	835	835	(1,365)	-62.0%	835	2,200	
			General Expenses Total	7,174	9,511	3,870	9,676	8,176	(1,335)	-14.0%	8,176	9,511	
01-4155-0115-9997	01415515	55998	HR- Due from Water Fund	(10,101)	(9,960)	(7,476)	(12,551)	(10,667)	(708)	7.1%	(10,712)	(10,199)	10% to water fund
01-4155-0115-9998	01415515	55999	HR- Due from Sewer Fund	(10,101)	(9,980)	(7,476)	(12,551)	(10,667)	(708)	7.1%	(10,712)	(10,199)	10% to sewer fund
			Due from Water/Sewer Funds	(20,202)	(19,921)	(14,952)	(25,102)	(21,333)	(1,413)	7.1%	(21,423)	(20,398)	
			Human Resources Total	87,743	89,193	72,399	110,082	119,447	30,253	33.9%	119,385	91,103	A
Transportation													
01-4199-0119-5574	01419919	55040	GG - Transportation	26,919	10,000	7,500	10,000	10,000	-	0.0%	10,000	10,000	Request from COAST bus service with \$ 16.77K to come from Transportation Fund 05
			Transportation Total	26,919	10,000	7,500	10,000	10,000	-	0.0%	10,000	10,000	A
Legal													
01-4153-0120-5224	01415320	55170	GG- Legal Expense	70,230	80,000	64,961	80,000	80,000	-	0.0%	80,000	80,000	Professional legal services for Mitchell Municipal Group and other legal advisors
			Legal Total	70,230	80,000	64,961	80,000	80,000	-	0.0%	80,000	80,000	A
Information Technology													
01-4150-0125-1110	01415025	51110	IT- Sal/Wages FT	79,209	95,979	79,688	98,750	98,509	2,530	2.6%	98,509	97,951	2 FT: IT Coordinator (Salary Split 80% GF and 20% CATV Fund); IT Tech (Salary Split 40% GF, 5% Water/Sewer each and 50% CATV)
01-4150-0125-1300	01415025	51300	IT- Sal/Wages OT	-	236	473	192	240	4	1.7%	240	233	OT for IT Tech
			Salaries Total	79,209	96,215	80,161	98,942	98,749	2,534	2.6%	98,749	98,184	
01-4150-0125-2100	01415025	52100	IT- Health Insurance	8,185	7,235	8,799	11,227	12,002	4,767	65.9%	12,002	12,090	YOY increase 6.9%
01-4150-0125-2110	01415025	52110	IT- Dental Insurance	499	655	511	664	680	15	2.3%	680	680	YOY increase 2.3%
01-4150-0125-2120	01415025	52120	IT- Life Insurance	108	126	105	132	133	7	5.6%	133	133	
01-4150-0125-2130	01415025	52130	IT- LTD Insurance	920	930	657	788	788	(142)	-15.3%	818	818	
01-4150-0125-2200	01415025	52200	IT- FICA	4,665	5,965	4,734	6,134	6,122	157	2.6%	6,122	6,087	Based on wages: 6.2%
01-4150-0125-2210	01415025	52210	IT- Medicare	1,091	1,395	1,107	1,435	1,432	37	2.6%	1,424	1,424	Based on wages: 1.45%
01-4150-0125-2300	01415025	52300	IT- Retirement Town	8,936	10,949	9,122	11,160	11,133	184	1.7%	11,133	10,797	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	24,404	27,266	25,035	31,540	32,290	5,025	18.4%	32,320	32,029	
01-4150-0125-5000	01415025	55200	IT- Supplies	659	600	433	600	600	-	0.0%	600	600	Batteries, USB, RAM, Hard Drives, Power Supplies
01-4150-0125-5312	01415025	55190	IT- Mobile Communications	465	465	40	600	600	135	29.0%	600	465	Cell Phone reimb. (dedicated IT phone)
01-4150-0125-5320	01415025	55213	IT- Phone Utilization	25,386	25,043	20,616	25,400	25,400	357	1.4%	25,400	25,043	12.5% allocated to Water/Sewer Funds each - Est actual +5% + dedicated fax line for town clerk
01-4150-0125-5680	01415025	55048	IT- Computer Software	7,711	9,500	4,474	9,500	9,500	-	0.0%	9,500	9,500	MS Licenses; Antivirus Protection
01-4150-0125-5681	01415025	55136	IT- GIS Software	6,100	7,000	-	7,000	7,000	-	0.0%	7,000	7,000	Maps Online, ESRI licenses, increase to Support calls (Invoiced in November) - Cartographics Query
			Google Apps, MyCivic App (\$6,000), Aha Services, Cloud backup, Consolidated internet line, remote access; 12.5% allocated to Water/Sewer Funds										
01-4150-0125-5683	01415025	55159	IT- Internet Services	13,482	22,750	20,062	18,750	18,750	(4,000)	-17.6%	18,750	22,750	Server, Backup & Network related software
01-4150-0125-5704	01415025	55195	IT- Network Supplies	29,465	15,000	7,982	12,500	12,500	(2,500)	-16.7%	12,500	15,000	Database support, Firewall, VMWare
01-4150-0125-5740	01415025	55270	IT- Software Agreement	-	4,800	-	4,800	4,800	-	0.0%	4,800	4,800	Service contract for IT emergencies, expert consultant
01-4150-0125-5750	01415025	55058	IT- Contract Services	12,800	12,800	6,400	16,000	16,000	3,200	25.0%	16,000	12,800	

Town of Exeter														
General Fund														
Preliminary Budget FY 2019														
Version #4 - Select Board 12/01/2018														
Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/-(Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Select Board Budget	2019 Default Budget	Explanation	
01-4150-0125-5820	01415025	55091	IT- Education/Training	2,580	2,600	1,990	5,400	5,400	2,800	107.7%	5,400	2,600	Online training for 2 FT employees, Town Wide	
01-4150-0125-5875	01415025	55106	IT- Equipment Purchase	245	1,000	611	1,000	1,000	-	0.0%	1,000	1,000	Tools and furniture	
General Expenses Total				98,893	101,558	62,609	101,550	101,550	(8)	0.0%	101,550	101,558		

Town of Exeter														
General Fund														
Preliminary Budget FY 2019														
Version #4 - Select Board 12/01/2018														
Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/- (Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Board Budget	2019 Select Budget	2019 Default Budget	Explanation
01-4150-0125-7000	01415025	57003	IT- CO- Computers	6,586	9,300	8,703	22,500	22,500	13,200	141.9%	22,500	9,300	30 PCs new and 30 PCs upgrade OS	
01-4150-0125-7305	01415025	57006	IT- CO- Equipment	3,451	2,500	816	6,000	6,000	3,500	140.0%	6,000	2,500	security camera maintenance and complete Proxy card locks for Town Hall	
			Capital Outlay Total	10,037	11,800	9,519	28,500	28,500	16,700	141.5%	28,500	11,800		
01-4150-0125-9997	01415025	55998	IT- Due from Water Fund	(14,330)	(14,828)	(11,124)	(15,452)	(15,542)	(714)	4.8%	(15,545)	(15,467)	12.5% of wages/benefits for IT Coordinator, 5% of wages/benefits for IT Tech	
01-4150-0125-9998	01415025	55999	IT- Due from Sewer Fund	(14,330)	(14,828)	(11,124)	(15,452)	(15,542)	(714)	4.8%	(15,545)	(15,467)	12.5% of wages/benefits for IT Coordinator, 5% of wages/benefits for IT Tech	
			Due from Water/Sewer Funds	(28,660)	(29,657)	(22,248)	(30,904)	(31,084)	(1,427)	4.8%	(31,090)	(30,934)		
			Information Technology Total	183,883	207,182	155,077	229,628	230,005	22,823	11.0%	230,029	212,837	A	
Trustee of Trust Funds														
01-4130-0130-1000	01413030	51000	TT- Sal/Wages Elected	828	828	828	828	828	-	0.0%	828	828	Wages for Trustee of Trust funds	
			Salaries Total	828	828	828	828	828	-	0.0%	828	828		
01-4130-0130-2200	01413030	52200	TT- FICA	51	51	51	51	51	-	0.0%	51	51	Based on wages: 6.2%	
01-4130-0130-2210	01413030	52210	TT- Medicare	12	12	12	12	12	-	0.0%	12	12	Based on wages: 1.45%	
			Benefits Total	63	63	63	63	63	-	0.0%	63	63		
			Trustee of Trust Funds Total	891	891	891	891	891	-	0.0%	891	891	A	
Town Moderator														
01-4140-0140-1000	01414040	51000	MO- Sal/Wages Elected	475	1,050	525	800	800	(250)	-23.8%	800	1,050	1 Election, 1 Deliberative, 1 Special Election, 1 Deliberative for Special Election	
			Salaries Total	475	1,050	525	800	800	(250)	-23.8%	800	1,050		
01-4140-0140-2200	01414040	52200	MO- FICA	29	65	11	50	50	(16)	-23.8%	50	65	Based on wages: 6.2%	
01-4140-0140-2210	01414040	52210	MO- Medicare	7	15	3	12	12	(4)	-23.8%	12	15	Based on wages: 1.45%	
			Benefits Total	36	80	13	61	61	(19)	-23.8%	61	80		
			Town Moderator Total	511	1,130	538	861	861	(269)	-23.8%	861	1,130	A	
Town Clerk														
01-4140-0151-1000	01414051	51000	TC- Sal/Wages Elected	72,220	75,690	63,776	77,947	77,947	2,257	3.0%	77,947	77,088	1 FT: Town Clerk	
01-4140-0151-1110	01414051	51110	TC- Sal/Wages FT	123,855	125,823	106,103	128,952	128,952	3,129	2.5%	128,952	127,820	Includes 1 FT Deputy TC + 2 FT Asst Clerks	
01-4140-0151-1200	01414051	51200	TC- Sal/Wages PT	-	-	-	-	16,568	-	-	16,568	-	New PT @ 25 hrs/wk for 38 weeks	
01-4140-0151-1300	01414051	51300	TC- Sal/Wages OT	76	300	351	300	300	-	0.0%	300	300	OT for Assistant Clerks	
01-4140-0151-1400	01414051	514000	TC- Longevity Pay	1,600	1,700	-	1,800	1,800	100	5.9%	1,800	1,800	Longevity for Assistant Clerks	
			Salaries Total	197,551	203,513	170,230	208,999	225,567	22,054	10.8%	225,567	207,008		
01-4140-0151-2100	01414051	52100	TC- Health Insurance	57,922	51,200	44,814	56,923	60,851	9,651	18.8%	60,851	61,149	YOY increase 6.9%	
01-4140-0151-2110	01414051	52110	TC- Dental Insurance	3,863	3,952	3,560	4,752	4,861	909	23.0%	5,679	5,679	YOY increase 2.3%	
01-4140-0151-2120	01414051	52120	TC- Life Insurance	300	300	263	315	315	15	5.0%	315	315		
01-4140-0151-2130	01414051	52130	TC- LTD Insurance	963	973	687	825	825	(148)	-15.2%	856	856		
01-4140-0151-2200	01414051	52200	TC- FICA	12,092	12,618	10,341	12,958	13,985	1,367	10.8%	13,985	12,834	Based on wages: 6.2%	
01-4140-0151-2210	01414051	52210	TC- Medicare	2,828	2,951	2,418	3,030	3,271	320	10.8%	3,271	3,002	Based on wages: 1.45%	
01-4140-0151-2300	01414051	52300	TC- Retirement Town	22,278	23,160	19,372	23,561	23,561	402	1.7%	23,561	23,327	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec	
			Benefits Total	100,246	95,154	81,455	102,365	107,669	12,516	13.2%	108,518	107,162		
01-4140-0151-4310	01414051	55199	TC- Office Equip Maintenance	-	500	-	500	500	-	0.0%	500	500	outside computer maintenance, beyond contract	
01-4140-0151-5000	01414051	55200	TC- Supplies	1,864	2,000	483	2,000	2,000	-	0.0%	2,000	2,000	copy paper, general office supplies, incentive awards, envelopes	
01-4140-0151-5005	01414051	55049	TC- Computer Supplies	-	1,200	703	1,200	1,200	-	0.0%	1,200	1,200	toner cartridges f/5 printers, validator ribbons, calculator ribbons	
01-4140-0151-5010	01414051	55224	TC- Postage	4,343	5,000	4,243	5,000	5,000	-	0.0%	5,000	5,000	dog civil forfeiture letters, dog reminders, letters & forms, weekly State work, monthly Vital work	
01-4140-0151-5120	01414051	55246	TC- Reference Materials	-	300	-	300	300	-	0.0%	300	300	Motor Vehicle Rules & Laws	
01-4140-0151-5450	01414051	55088	TC- Dues	375	300	215	300	300	-	0.0%	300	300	IIMC -160; NHCTCA-20; NEACTC-35	
01-4140-0151-5630	01414051	55241	TC- Record Retention	16,825	24,000	9,875	10,000	5,000	(19,000)	-79.2%	5,000	24,000	Book restoration	
01-4140-0151-5631	01414051	55084	TC- Dog Tags	757	800	799	900	900	100	12.5%	900	800	The cost of dog tags have increased	
01-4140-0151-5740	01414051	55270	TC- Software Agreement/Contract	7,866	7,900	7,877	8,014	8,014	114	1.4%	8,014	7,900	Interware Development Co Contract MV, Boats, Vitals, Transfer Station Permits, Credit Cards, Reports, Support	
01-4140-0151-5750	01414051	55058	TC- Contract Services	2,549	2,700	1,707	2,700	2,700	-	0.0%	2,700	2,700	Sharp Copier, Seacoast Computer Contract Services	
01-4140-0151-5800	01414051	55308	TC- Travel Reimbursement	142	800	280	800	800	-	0.0%	800	800	Mandatory Regional & Fall Conference, TC Certification, Training, NECTCA Conference	
01-4140-0151-5810	01414051	55050	TC- Conf/Room/Meals	1,886	700	597	2,000	2,000	1,300	185.7%	2,000	700	Mandatory Fall Conference (Certification requirement) NEACTC Conference in RI	
01-4140-0151-5820	01414051	55091	TC- Education/Training	990	1,000	1,892	1,000	1,000	-	0.0%	1,000	1,000	Mandatory Spring & Fall Conference, TC Certification, Training Registration, NECTCA Conference	
01-4140-0151-5875	01414051	55106	TC- Equipment Purchase	3,585	2,000	-	2,000	2,000	-	0.0%	2,000	2,000	Computers, printers, copiers, chairs, office furniture.	
			General Expenses Total	41,182	49,200	28,671	36,714	31,714	(17,486)	-35.5%	31,714	49,200		

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
Version #4 - Select Board 12/01/2018													
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			Town Clerk Total	338,979	347,867	280,357	348,078	364,950	17,084	4.9%	365,799	363,370	A

Town of Exeter														
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Preliminary Budget FY 2019														
Version #4 - Select Board 12/01/2018														
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Elections														
01-4140-0152-1000	01414052	51000	EL- Sal/Wages Elected	690	4,000	3,210	2,000	2,000	(2,000)	-50.0%	2,000		4,000	Supervisors of the Checklist-1 mandated election, 1 deliberative, 1 special election and 1 deliberative for special election, regular maintenance of checklist.
01-4140-0152-1210	01414052	51210	EL- Sal/Wages Temp	1,614	6,000	2,528	4,000	4,000	(2,000)	-33.3%	4,000		6,000	Ballot Clerks for 1 mandated election, 1 special election,
			Salaries Total	2,304	10,000	5,738	6,000	6,000	(4,000)	-40.0%	6,000		10,000	
01-4140-0152-2200	01414052	52200	EL- FICA	143	620	377	372	372	(248)	-40.0%	372		620	Based on wages: 6.2%
01-4140-0152-2210	01414052	52210	EL- Medicare	33	145	88	87	87	(58)	-40.0%	87		145	Based on wages: 1.45%
			Benefits Total	176	765	466	459	459	(306)	-40.0%	459		765	
01-4140-0152-5000	01414052	55200	EL- Supplies	209	600	247	600	600	-	0.0%	600		600	Copy paper, envelopes, general office supplies, and all supplies needed for election
01-4140-0152-5010	01414052	55224	EL- Postage	103	600	569	600	600	-	0.0%	600		600	Mandated by SOS, sending absentee ballots and any other letters required to be sent by the Checklist Sups
01-4140-0152-5400	01414052	55002	EL- Advertising	190	300	178	300	300	-	0.0%	300		300	Legal Notices
01-4140-0152-5640	01414052	55322	EL- Voting Expenses	4,492	6,000	5,867	3,000	3,000	(3,000)	-50.0%	3,000		6,000	Mandated by SOS to pay for coding, printing, collating, shipping costs and any other Special Town Elections held by the Town. 2017 Blizzard drove the cost of absentee ballots up
01-4140-0152-5661	01414052	55323	EL- Voting Machines	675	600	111	800	800	200	33.3%	800		600	Mandated by the State of NH for all servicing, maintaining and repl of the Accuvote Machines
			General Expenses Total	5,669	8,100	6,971	5,300	5,300	(2,800)	-34.6%	5,300		8,100	
			Elections Total	8,149	18,865	13,175	11,759	11,759	(7,106)	-37.7%	11,759		18,865	A
			Total General Government	968,878	1,011,738	812,506	1,048,762	1,077,676	65,938	6.5%	1,078,522		1,034,296	A
Finance Department														
Finance/Accounting														
01-4150-0201-1110	01415001	51110	FI- Sal/Wages FT	213,730	220,182	185,219	225,008	225,008	4,826	2.2%	225,008		223,690	3 FT: Finance Dir, Accountant, Acct Clerk
01-4150-0201-1300	01415001	51300	FI- Sal/Wages OT	1,896	2,814	673	2,856	2,856	42	1.5%	2,856		2,856	80 hrs OT for Accounting Clerk for software conversion
01-4150-0201-1400	01415001	51400	FI- Longevity Pay	950	1,000	-	1,000	1,000	-	0.0%	1,000		1,000	Longevity Pay for Accounting Clerk
			Salaries Total	216,576	223,996	185,891	228,864	228,864	4,868	2.2%	228,864		227,546	
01-4150-0201-2100	01415001	52100	FI- Health Insurance	51,157	45,220	37,726	44,548	47,622	2,402	5.3%	47,622		48,064	YOY increase 6.9%
01-4150-0201-2110	01415001	52110	FI- Dental Insurance	2,431	2,487	2,739	3,286	3,362	875	35.2%	3,362		3,362	YOY increase 2.3%
01-4150-0201-2120	01415001	52120	FI- Life Insurance	300	300	263	315	315	15	5.0%	315		315	
01-4150-0201-2130	01415001	52130	FI- LTD Insurance	1,340	1,355	957	1,148	1,148	(207)	-15.3%	1,191		1,194	
01-4150-0201-2200	01415001	52200	FI- FICA	12,626	13,888	10,871	14,190	14,190	302	2.2%	14,190		14,108	Based on wages: 6.2%
01-4150-0201-2210	01415001	52210	FI- Medicare	2,953	3,248	2,542	3,319	3,319	71	2.2%	3,319		3,299	Based on wages: 1.45%
01-4150-0201-2300	01415001	52300	FI- Retirement Town	24,424	25,491	21,154	25,802	25,802	311	1.2%	25,802		25,652	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	95,231	91,988	76,253	92,607	95,757	3,769	4.1%	95,800		95,994	
01-4150-0201-5000	01415001	55200	FI- Supplies	4,383	6,000	2,797	5,000	5,000	(1,000)	-16.7%	5,000		6,000	Folders, check stock, envelopes, paper, tax forms, kitchen supplies, deposit tickets
	01415001	55198	FI- Office Equipment Leases	-	-	-	1,000	1,600	1,600				1,600	Copier Lease
01-4150-0201-5010	01415001	55224	FI- Postage	2,196	2,300	1,553	2,300	2,300	-	0.0%	2,300		2,300	Postage for mailing checks and forms
01-4150-0201-5150	01415001	55017	FI- Bank Fees	115	50	122	175	175	125	250.0%	175		50	Operating account bank fees
01-4150-0201-5202	01415001	55058	FI- Contract Services	827	7,500	8,985	7,500	4,000	(3,500)	-46.7%	4,000		7,500	Record shredding, ACA Compliance, Tyler Travel Reimbursement expense and vacation coverage for Accounting Clerk's A/P and Payroll duties (80 hrs)
01-4150-0201-5220	01415001	55014	FI- Audit Fees	21,000	24,500	18,500	24,500	24,500	-	0.0%	24,500		24,500	Annual Audit Fees for Melanson & Heath
01-4150-0201-5450	01415001	55088	FI- Dues	315	300	50	100	100	(200)	-66.7%	100		300	NHGFOA and NESGFOA Dues
01-4150-0201-5740	01415001	55270	FI- Software Agreement	8,002	19,750	20,546	18,030	18,030	(1,720)	-8.7%	18,030		19,750	Munis Software Agreement (5% increase per yr per contract) Decrease due to Munis smart maintenance dropping off
01-4150-0201-5800	01415001	55308	FI- Travel Reimbursement	3,378	1,200	833	1,200	1,200	-	0.0%	1,200		1,200	Monthly Travel to Concord for NHGFOA meeting and Travel for 3 finance department employees
01-4150-0201-5810	01415001	55050	FI- Conf/Room/Meals	275	500	276	500	500	-	0.0%	500		500	Conferences/Meals for Finance Staff - NHLGC Education for Finance staff to keep current on accounting rules & regulations.; GFOA Certification course
01-4150-0201-5820	01415001	55091	FI- Education/Training	551	3,000	465	3,000	2,000	(1,000)	-33.3%	2,000		3,000	
			General Expenses Total	41,042	65,100	54,108	63,305	59,405	(5,695)	-8.7%	59,405		65,100	
01-4150-0201-9997	01415001	55998	FI- Due from Water Fund	(39,146)	(39,498)	(29,622)	(40,184)	(40,578)	(1,080)	2.7%	(40,583)		(40,443)	12.5% Water Fund Offset
01-4150-0201-9998	01415001	55999	FI- Due from Sewer Fund	(39,146)	(39,498)	(29,622)	(40,184)	(40,578)	(1,080)	2.7%	(40,583)		(40,443)	12.5% Sewer Fund Offset
			Due from Water/Sewer Funds	(78,292)	(78,996)	(59,244)	(80,368)	(81,155)	(2,159)	2.7%	(81,166)		(80,885)	
			Finance/Accounting Total	274,557	302,088	257,009	304,408	302,871	782	0.3%	302,903		307,755	A

Town of Exeter														
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Preliminary Budget FY 2019														
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Treasurer														
01-4150-0202-1000	01415002	51000	TR- Sal/Wages Elected	8,864	9,864	7,387	9,864	9,864	-	0.0%	9,864	9,864	9,864	Wages for PT Treasurer and PT Deputy Treasurer
			Salaries Total	8,864	9,864	7,387	9,864	9,864	-	0.0%	9,864	9,864	9,864	
01-4150-0202-2200	01415002	52200	TR- FICA	550	612	458	612	612	-	0.0%	612	612	612	Based on wages: 6.2%
01-4150-0202-2210	01415002	52210	TR- Medicare	129	143	107	143	143	-	0.0%	143	143	143	Based on wages: 1.45%
			Benefits Total	679	755	565	755	755	-	0.0%	755	755	755	
01-4150-0202-5000	01415002	55200	TR - Supplies	-	200	-	200	200	-	0.0%	200	200	200	Paper, pens, folders and binders
01-4150-0202-5450	01415002	55088	TR- Dues	50	50	50	50	50	-	0.0%	50	50	50	NHGFDA Dues
01-4150-0202-5820	01415002	55091	TR- Education/Training	-	400	-	200	200	(200)	-50.0%	200	400	400	Training and Education
			General Expenses Total	50	650	50	450	450	(200)	-30.8%	450	650	650	
			Treasurer Total	9,593	11,269	8,002	11,069	11,069	(200)	-1.8%	11,069	11,269	11,269	A
Tax Collection														
01-4150-0203-1110	01415003	51110	TX- Sal/Wages FT	97,315	100,281	84,497	102,730	102,730	2,449	2.4%	102,730	102,130	102,130	2 FT: Deputy Tax Collector, Collections Specialist
01-4150-0203-1210	01415003	51210	TX- Sal/Wages Temp	99	-	-	-	-	-	-	-	-	-	
01-4150-0203-1300	01415003	51300	TX- Sal/Wages OT	-	1,394	-	1,394	1,394	-	0.0%	1,394	1,394	1,394	Collections Specialist
01-4150-0203-1400	01415003	51400	TX- Longevity	1,500	1,500	1,500	1,500	1,500	-	0.0%	1,500	1,500	1,500	Collections Specialist longevity
			Salaries Total	98,914	103,175	84,497	105,624	105,624	2,449	2.4%	105,624	105,204	105,204	
01-4150-0203-2100	01415003	52100	TX- Health Insurance	30,694	27,132	22,636	26,770	28,618	1,486	5.5%	28,618	28,839	28,839	YOY increase 6.9%
01-4150-0203-2110	01415003	52110	TX- Dental Insurance	1,465	1,499	1,249	1,500	1,533	34	2.3%	1,533	1,533	1,533	YOY increase 2.3%
01-4150-0203-2120	01415003	52120	TX- Life Insurance	120	120	158	190	190	70	58.3%	190	190	190	
01-4150-0203-2200	01415003	52200	TX- FICA	5,802	6,397	5,030	6,549	6,549	152	2.4%	6,549	6,511	6,511	Based on wages: 6.2%
01-4150-0203-2210	01415003	52210	TX- Medicare	1,357	1,496	1,176	1,532	1,532	36	2.4%	1,532	1,523	1,523	Based on wages: 1.45%
01-4150-0203-2300	01415003	52300	TX- Retirement Town	11,144	11,741	9,616	11,907	11,907	166	1.4%	11,907	11,840	11,840	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	50,582	48,385	39,864	48,447	50,328	1,943	4.0%	50,328	50,436	50,436	
01-4150-0203-5000	01415003	55200	TX- Supplies	1,594	2,000	788	2,400	2,400	400	20.0%	2,400	2,000	2,000	Paper, Ink, Envelopes, Storage Boxes, printer
01-4150-0203-5001	01415003	55297	TX- Tax Billing Services	3,120	3,600	1,575	3,600	3,600	-	0.0%	3,600	3,600	3,600	Processing fees and materials for tax bills
	01415003	55298	TX- Tax Lien/Deeded Searches	2,236	-	1,940	4,000	4,000	4,000		4,000			Tax Lien Services
														Mailing delinquency, lien, and deed notices, tax bills.
01-4150-0203-5010	01415003	55224	TX- Postage	7,587	9,000	8,357	9,000	9,000	-	0.0%	9,000	9,000	9,000	Lockbox mailbox
01-4150-0203-5150	01415003	55017	TX- Bank Fees	5,067	5,395	3,305	5,500	5,500	105	1.9%	5,500	5,395	5,395	Lockbox monthly Service Charges
01-4150-0203-5224	01415003	55170	TX- Legal Expenses	227	5,000	-	2,000	2,000	(3,000)	-60.0%	2,000	5,000	5,000	Legal services for liens, deeds and bankruptcies
01-4150-0203-5450	01415003	55088	TX- Dues	40	50	40	50	50	-	0.0%	50	50	50	NHTC Dues
01-4150-0203-5470	01415003	55247	TX- Registry of Deeds	601	1,200	577	1,200	1,200	-	0.0%	1,200	1,200	1,200	Liens & deeds recordings at Registry of Deeds
01-4150-0203-5471	01415003	55073	TX- Deeded Property	5,333	3,500	3,619	5,000	3,500	-	0.0%	3,500	3,500	3,500	Expenses related to Tax deeded properties
01-4150-0203-5750	01415003	55058	TX- Contract Services	-	3,189	2,500	3,000	3,000	3,000		3,000			Coverage for Collections Clerk (80 hours)
01-4150-0203-5810	01415003	55050	TX- Conf/Room/Meals	413	600	582	600	600	-	0.0%	600	600	600	Conferences for DTC (NH Tax Collector Association)
01-4150-0203-5820	01415003	55091	TX- Education/Training	211	400	231	400	400	-	0.0%	400	400	400	Training for DTC
			General Expenses Total	26,429	30,745	24,201	36,250	35,250	4,505	14.7%	35,250	30,745	30,745	
01-4150-0203-9997	01415003	55998	TX- Due from Water Fund	(37,700)	(37,890)	(28,425)	(38,518)	(38,988)	(1,098)	2.9%	(38,988)	(38,865)	(38,865)	25% Water Fund Offset
01-4150-0203-9998	01415003	55999	TX- Due from Sewer Fund	(37,700)	(37,890)	(28,425)	(38,518)	(38,988)	(1,098)	2.9%	(38,988)	(38,865)	(38,865)	25% Sewer Fund Offset
			Due from Water/Sewer Funds Total	(75,400)	(75,780)	(56,850)	(77,036)	(77,976)	(2,196)	2.9%	(77,976)	(77,730)	(77,730)	
			Tax Collection Total	100,525	106,525	91,713	113,286	113,226	6,701	6.3%	113,226	108,475	108,475	A
Assessing														
01-4150-0205-1110	01415005	51110	AS- Sal/Wages FT	53,026	59,870	50,323	62,271	62,271	2,401	4.0%	62,271	61,584	61,584	1 FT: Deputy Assessor
01-4150-0205-1210	01415005	51210	AS- Sal/Wages Temp	-	1	-	1	1	-	0.0%	1	1	1	
01-4150-0205-1300	01415005	51300	AS- Sal/Wages OT	175	-	-	-	-	-	-	-	-	-	
			Salaries Total	53,201	59,871	50,323	62,272	62,272	2,401	4.0%	62,272	61,585	61,585	
01-4150-0205-2100	01415005	52100	AS- Health Insurance	20,463	18,088	15,091	17,778	19,005	917	5.1%	19,005	19,226	19,226	YOY increase 6.9%
01-4150-0205-2110	01415005	52110	AS- Dental Insurance	966	988	823	988	1,011	23	2.3%	1,011	1,011	1,011	YOY increase 2.3%
01-4150-0205-2120	01415005	52120	AS- Life Insurance	60	120	53	63	63	(57)	-47.5%	63	63	63	
01-4150-0205-2200	01415005	52200	AS- FICA	3,847	3,712	3,554	3,861	3,861	149	4.0%	3,861	3,818	3,818	Based on wages: 6.2%
01-4150-0205-2210	01415005	52210	AS- Medicare	900	868	831	903	903	35	4.0%	903	893	893	Based on wages: 1.45%
01-4150-0205-2300	01415005	52300	AS- Retirement Town	6,004	6,813	5,727	7,020	7,020	207	3.0%	7,020	6,945	6,945	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	32,240	30,589	26,079	30,613	31,863	1,273	4.2%	31,863	31,956	31,956	
01-4150-0205-5000	01415005	55200	AS- Supplies	1,179	2,500	263	2,500	2,500	-	0.0%	2,500	2,500	2,500	Toner, envelopes, general supplies increase due to revaluation notifications
01-4150-0205-5010	01415005	55224	AS- Postage	388	2,000	978	6,500	6,500	4,500	225.0%	6,500	2,000	2,000	Revaluation notifications and hearing letters
01-4150-0205-5450	01415005	55088	AS- Dues	40	40	40	40	40	-	0.0%	40	40	40	IAAO dues
01-4150-0205-5460	01415005	55180	AS- Mapping	4,010	5,200	4,623	5,200	5,200	-	0.0%	5,200	5,200	5,200	Yearly updates & Building placement
01-4150-0205-5470	01415005	55247	AS- Registry of Deeds	38	100	27	100	100	-	0.0%	100	100	100	Plans & deeds
01-4150-0205-5480	01415005	55250	AS- Revaluation	-	1	-	1	1	-	0.0%	1	1	1	Independent Appraiser
01-4150-0205-5560	01415005	55171	AS- Legal/Public Notices	-	150	-	150	150	-	0.0%	150	150	150	Public Notices in news media

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
Version #4 - Select Board 12/01/2018													
Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/-(Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Select Board Budget	2019 Default Budget	Explanation
01-4150-0205-5740	01415005	55270	AS- Software Agreement	8,260	8,820	8,420	8,820	8,820	-	0.0%	8,820	8,820	Vison yearly contract & web fee, now includes 1 static database annually @\$300.00
01-4150-0205-5750	01415005	55058	AS- Contract Services	108,406	102,500	99,865	105,000	105,000	2,500	2.4%	105,000	102,500	Assessor contract with MRI \$2.5K increase
01-4150-0205-5800	01415005	55308	AS- Travel Reimbursement	-	300	-	1	1	(299)	-99.7%	1	300	Use of personal car -1 employee
01-4150-0205-5810	01415005	55050	AS- Conf/Room/Meals	-	100	-	100	100	-	0.0%	100	100	Meetings - meals- room
01-4150-0205-5820	01415005	55091	AS- Education/Training	348	500	360	500	500	-	0.0%	500	500	Course or seminar
01-4150-0205-5875	01415005	55106	AS- Equipment Purchase	-	50	-	50	50	-	0.0%	50	50	Small equipment
01-4150-0205-6260	01415005	55128	AS- Fuel	23	160	20	160	160	-	0.0%	160	160	Due to the Town wide revaluation more field time anticipated for Deputy Assessor position
			General Expenses Total	122,692	122,421	114,595	129,122	129,122	6,701	5.5%	129,122	122,421	
			Assessing Total	208,133	212,881	190,997	222,007	223,257	10,375	4.9%	223,257	215,962	A
			Total Finance	592,808	632,763	547,720	650,769	650,422	17,659	2.8%	650,455	643,461	

Town of Exeter														
General Fund														
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Planning & Development														
Planning														
01-4191-0301-1110	01419101	51110	PL- Sal/Wages FT	89,842	92,477	77,922	95,235	95,235	2,758	3.0%	95,235	94,185	1 FT : Town Planner	
01-4191-0301-1200	01419101	51200	PL- Sal/Wages PT	55,659	72,303	47,421	70,678	70,678	(1,625)	-2.2%	70,678	73,583	3 PT: Natl Resource Planner & Admin Asst both @ 27.5 hr/wk (down from 29 hr/wk), Recording Sec	
			Salaries Total	145,501	164,780	125,343	165,913	165,913	1,133	0.7%	165,913	167,768		
01-4191-0301-2100	01419101	52100	PL- Health Insurance	25,285	22,351	18,647	22,223	23,756	1,405	6.3%	23,756	23,756	YOY increase 6.9%	
01-4191-0301-2110	01419101	52110	PL- Dental Insurance	1,747	1,787	1,490	1,787	1,830	43	2.4%	1,830	1,830	YOY increase 2.3%	
01-4191-0301-2120	01419101	52120	PL- Life Insurance	120	120	105	126	126	6	5.0%	126	126		
01-4191-0301-2130	01419101	52130	PL- LTD Insurance	1,151	1,190	840	1,008	1,008	(182)	-15.3%	1,045	1,045		
01-4191-0301-2200	01419101	52200	PL- FICA	8,807	10,216	7,605	10,287	10,287	70	0.7%	10,287	10,402	Based on wages: 6.2%	
01-4191-0301-2210	01419101	52210	PL- Medicare	2,060	2,389	1,778	2,406	2,406	16	0.7%	2,406	2,433	Based on wages: 1.45%	
01-4191-0301-2300	01419101	52300	PL- Retirement Town	10,086	10,524	8,867	10,737	10,737	213	2.0%	10,737	10,619	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec	
			Benefits Total	49,256	48,578	39,332	48,573	50,149	1,572	3.2%	50,186	50,210		
01-4191-0301-5000	01419101	55200	PL- Supplies	1,565	3,000	628	3,000	3,000	-	0.0%	3,000	3,000	Misc office supplies. Covers Planning and Building depts.	
01-4191-0301-5010	01419101	55224	PL- Postage	3,511	4,000	2,428	4,000	4,000	-	0.0%	4,000	4,000	Covers Planning and Building departments as well as Planning Board packages and administration of cases. Increase based on present use.	
01-4191-0301-5120	01419101	55246	PL- Reference Material	422	400	430	400	400	-	0.0%	400	400	Includes Exeter Newspaper (\$160) and Registry Review (\$198), RSA books and other reference material	
01-4191-0301-5450	01419101	55088	PL- Dues	12,298	12,500	12,423	13,000	12,800	300	2.4%	12,800	12,500	Rockingham Planning Commission annual dues (2019 dues have not been estimated yet), APA dues (\$315).	
01-4191-0301-5500	01419101	55227	PL- Printing	21	750	1,556	750	750	-	0.0%	750	750	used for large printing jobs such as Zoning Ordinance	
01-4191-0301-5560	01419101	55171	PL- Legal/Public Notices	2,714	2,000	972	2,000	2,000	-	0.0%	2,000	2,000	Primarily for Planning Board cases but also covers Planning dept.	
01-4191-0301-5570	01419101	55180	PL- Mapping	-	400	-	400	400	-	0.0%	400	400	Covers occasional creation of large maps and poster boards for public presentations	
01-4191-0301-5571	01419101	55289	PL- Studies	3,360	6,000	1,330	12,500	6,000	-	0.0%	6,000	6,000	These funds will be used to complete a parcel specific	
01-4191-0301-5573	01419101	55155	PL- Inspection Services	-	1	-	1	1	-	0.0%	1	1	buildout analysis as set forth in the 2018 Master Plan. Placeholder for third party inspection as needed	
01-4191-0301-5681	01419101	55136	PL- GIS Software	3,000	3,500	3,000	3,500	3,500	-	0.0%	3,500	3,500	Annual support and maintenance for building permit/zoning software.	
01-4191-0301-5750	01419101	55058	PL- Contract Services	-	1	421	1	1	-	0.0%	1	1		
01-4191-0301-5800	01419101	55308	PL- Travel Reimbursement	128	1,000	98	1,000	1,000	-	0.0%	1,000	1,000	Used to cover mileage for staff to attend training, workshops, meetings, etc.	
01-4191-0301-5810	01419101	55050	PL- Conf/Room/Meals	1,060	1,000	331	1,000	1,000	-	0.0%	1,000	1,000	APA Conference, Seminars/training	
01-4191-0301-5820	01419101	55091	PL- Education/Training	492	500	140	500	500	-	0.0%	500	500	Seminars/Training for planning staff, board members	
			General Expenses Total	28,571	35,052	23,756	42,052	35,352	300	0.9%	35,352	35,052		
01-4191-0301-7640	01419101	57000	PL-CO-Capital Outlay	19,051	9,000	5,335	9,000	9,000	-	0.0%	9,000	-	Downtown Improvement - Funds to be utilized on an as needed basis to add/replace benches, trash receptacles/liners, and other streetscape features downtown. Specific focus on Front Street and Squamscott River boat launch area.	
			Capital Outlay Total	19,051	9,000	5,335	9,000	9,000	-	0.0%	9,000	-		
			Planning Total	242,379	257,410	193,765	265,538	260,414	3,005	1.2%	260,451	253,030	A	
Economic Development														
01-4652-0307-1110	01465207	51110	ED- Sal/Wages FT	83,842	86,400	72,800	88,976	88,976	2,576	3.0%	88,976	87,995	1 FT: ED Director	
01-4652-0307-1200	01465207	51200	ED- Sal/Wages PT	3,871	3,000	3,369	4,000	4,065	1,065	35.5%	4,065	3,000	Recording sec @ \$15 per hour, 1- Intern \$ 3,000	
			Salaries Total	87,713	89,400	76,168	92,976	93,041	3,641	4.1%	93,041	90,995		
01-4652-0307-2100	01465207	52100	ED- Health Insurance	27,625	24,419	20,372	24,000	25,656	1,237	5.1%	25,656	25,955	YOY increase 6.9%	
01-4652-0307-2110	01465207	52110	ED- Dental Insurance	1,747	1,787	1,490	1,787	1,830	43	2.4%	1,830	1,830	YOY increase 2.3%	
01-4652-0307-2120	01465207	52120	ED- Life Insurance	120	120	105	126	126	6	5.0%	126	126		
01-4652-0307-2130	01465207	52130	ED- LTD Insurance	1,087	1,111	784	941	941	(170)	-15.3%	977	977		
01-4652-0307-2200	01465207	52200	ED- FICA	5,205	5,543	4,541	5,765	5,769	226	4.1%	5,769	5,642	Based on wages: 6.2%	
01-4652-0307-2210	01465207	52210	ED- Medicare	1,217	1,296	1,062	1,348	1,349	53	4.1%	1,349	1,319	Based on wages: 1.45%	
01-4652-0307-2300	01465207	52300	ED- Retirement Town	9,454	9,832	8,285	10,031	10,031	199	2.0%	10,031	9,921	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec	
			Benefits Total	46,455	44,108	36,639	43,998	45,702	1,593	3.6%	45,738	45,770		
01-4652-0307-5000	01465207	55200	ED- Supplies	158	400	(17)	400	400	-	0.0%	400	400	Paper, Pens, Ink, etc.	
01-4652-0307-5200	01465207	55055	ED- Consulting Services	-	3,000	1,800	3,000	3,000	-	0.0%	3,000	3,000	Consulting TBD (prop appraisals, marketing, etc.)	
01-4652-0307-5310	01465207	55190	ED- Mobile Communications	905	950	756	1,000	1,000	50	5.3%	1,000	950	Cell Phone for ED Director	
01-4652-0307-5800	01465207	55308	ED-Travel Reimbursement	365	600	382	800	800	200	33.3%	800	600	Mileage for ED Director	
01-4652-0307-5810	01465207	55050	ED- Conf/Meals	-	100	30	100	100	-	0.0%	100	100	Conferences for ED Director	

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
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01-4652-0307-5820	01465207	55091	ED- Education/Training	947	800	-	800	800	-	0.0%	800	800	Education/Training for ED Director (Class held in December)
			General Expenses Total	2,375	5,850	2,952	6,100	6,100	250	4.3%	6,100	5,850	
			Total Economic Development	136,543	139,358	115,759	143,074	144,843	5,484	3.9%	144,879	142,615	A
Inspections & Code Enforcement													
01-4240-0302-1110	01424002	51110	BI- Sal/Wages FT	140,676	142,863	120,118	145,893	145,893	3,030	2.1%	145,893	144,819	2 FT: Building Inspector, Deputy Code Inspector
01-4240-0302-1200	01424002	51200	BI- Sal/Wages PT	33,762	36,281	28,470	37,363	37,363	1,082	3.0%	37,363	36,951	1 PT: Electrical Inspector (24 Hrs/Wk)
			Salaries Total	174,438	179,144	148,589	183,256	183,256	4,112	2.3%	183,256	181,770	
01-4240-0302-2100	01424002	52100	BI- Health Insurance	40,926	36,176	30,181	35,556	38,010	1,834	5.1%	38,010	38,451	YOY increase 6.9%
01-4240-0302-2110	01424002	52110	BI- Dental Insurance	1,932	1,976	1,647	1,976	2,022	46	2.3%	2,022	2,022	YOY increase 2.3%
01-4240-0302-2120	01424002	52120	BI- Life Insurance	180	180	210	252	252	72	40.0%	252	252	
01-4240-0302-2130	01424002	52130	BI- LTD Insurance	1,030	1,041	735	882	882	(159)	-15.3%	916	916	
01-4240-0302-2200	01424002	52200	BI- FICA	11,131	11,107	9,462	11,362	11,362	255	2.3%	11,362	11,270	Based on wages: 6.2%
01-4240-0302-2210	01424002	52210	BI- Medicare	2,603	2,598	2,213	2,657	2,657	60	2.3%	2,657	2,636	Based on wages: 1.45%
01-4240-0302-2300	01424002	52300	BI- Retirement Town	15,787	16,258	13,670	16,448	16,448	190	1.2%	16,448	16,328	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	73,589	69,335	58,118	69,133	71,633	2,298	3.3%	71,667	71,874	

Town of Exeter													
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01-4240-0302-4320	01424002	55319	BI- Vehicle Maintenance	-	1	-	1	1	-	0.0%	1	1	
01-4240-0302-5310	01424002	55190	BI- Mobile Communications	460	460	384	460	460	-	0.0%	460	460	Cell Phones for BI
01-4240-0302-5450	01424002	55088	BI- Dues	580	300	245	300	300	-	0.0%	300	300	RNI and NHBOA Dues
01-4240-0302-5800	01424002	55308	BI- Travel Reimbursement	1,204	1,000	852	1,000	1,000	-	0.0%	1,000	1,000	NHBOA and Seacoast BI Meetings; Electrical Inspector fuel reimb
01-4240-0302-5810	01424002	55050	BI- Conf/Room/Meals	-	500	70	500	500	-	0.0%	500	500	NE Building Officials Association Conference
01-4240-0302-6260	01424002	55128	BI- Fuel	583	782	587	782	782	-	0.0%	782	782	Fuel for Electrical Inspector
			General Expenses Total	2,827	3,043	2,139	3,043	3,043	-	0.0%	3,043	3,043	
			Inspections & Code Enforcement Total	250,854	251,522	208,845	255,432	257,932	6,410	2.5%	257,966	256,687	A
Zoning Board of Adjustment													
01-4191-0303-1200	01419103	51200	ZO- Sal/Wages PT	683	800	455	800	855	55	6.9%	855	800	recording secretaries @ \$15 per hour
			Salaries Total	683	800	455	800	855	55	6.9%	855	800	
01-4191-0303-2200	01419103	52200	ZO- FICA	42	50	28	50	53	3	6.9%	53	50	
01-4191-0303-2210	01419103	52210	ZO- Medicare	10	12	7	12	12	1	6.9%	12	12	
			Benefits Total	52	61	35	61	65	4	6.9%	65	61	
01-4191-0303-5010	01419103	55224	ZO- Postage	1,826	1,200	1,976	2,000	2,000	800	66.7%	2,000	1,200	expenses are estimated for ZBA case administration (majority of costs paid by applicant)
01-4191-0303-5560	01419103	55171	ZO- Legal/Public Notices	1,346	1,200	1,033	1,200	1,200	-	0.0%	1,200	1,200	
01-4191-0303-5820	01419103	55091	ZO- Education/Training	55	200	-	200	200	-	0.0%	200	200	min. training allotment for board members
			General Expenses Total	3,227	2,600	3,008	3,400	3,400	800	30.8%	3,400	2,600	
			Board of Adjustment Total	3,962	3,461	3,498	4,261	4,320	859	24.8%	4,320	3,461	
Historic District Commission													
01-4191-0304-1200	01419104	51200	HD- Sal/Wages PT	602	600	700	600	643	43	7.2%	643	600	recording secretaries @ \$15 per hour
			Salaries Total	602	600	700	600	643	43	7.2%	643	600	
01-4191-0304-2200	01419104	52200	HD- FICA	37	37	43	37	40	3	7.2%	40	37	Based on wages: 6.2%
01-4191-0304-2210	01419104	52210	HD- Medicare	9	9	10	9	9	1	7.2%	9	9	Based on wages: 1.45%
			Benefits Total	46	46	54	46	49	3	7.2%	49	46	
01-4191-0304-5010	01419104	55224	HD- Postage	187	350	395	350	350	-	0.0%	350	350	expenses are estimated for HDC case administration
01-4191-0304-5022	01419104	55138	HD- Grant Matching	-	1	-	2,500	2,500	2,499	249900.0%	2,500	1	CLG Grant match
01-4191-0304-5120	01419104	55246	HD- Reference Material	-	100	-	100	100	-	0.0%	100	100	
01-4191-0304-5450	01419104	55088	HD- Dues	-	50	-	50	50	-	0.0%	50	50	min amt for dues associated with various organizations work with HDCs
01-4191-0304-5500	01419104	55227	HD- Printing	-	125	-	125	125	-	0.0%	125	125	printing needs for HDC guidelines and other materials.
01-4191-0304-5560	01419104	55171	HD- Legal/Public Notices	-	100	211	100	100	-	0.0%	100	100	To provide match for potential grants
01-4191-0304-5810	01419104	55050	HD-Conf Rooms/Meals	16	200	-	200	200	-	0.0%	200	200	
01-4191-0304-5820	01419104	55091	HD- Education/Training	55	200	-	200	200	-	0.0%	200	200	min. training allotment for board members
			General Expenses Total	258	1,126	606	3,625	3,625	2,499	221.9%	3,625	1,126	
			Historic District Commission Total	906	1,772	1,359	4,271	4,317	2,545	143.6%	4,317	1,772	A
Conservation Commission													
01-4611-0305-1200	01461105	51200	CC- Sal/Wages PT	1,124	1,000	1,241	1,000	1,000	-	0.0%	1,000	1,000	Recording secretaries @ \$14 per hour avg about 6 hr/mtg
01-4611-0305-1210	01461105	51210	CC- Sal/Wages Temp	2,451	2,520	-	2,520	2,520	-	0.0%	2,520	2,520	Interns 2@12/hr, 15 hrs/wk for 7 wks
			Salaries Total	3,575	3,520	1,241	3,520	3,520	-	0.0%	3,520	3,520	
01-4611-0305-2200	01461105	52200	CC- FICA	222	218	77	218	218	-	0.0%	218	218	Based on wages: 6.2%
01-4611-0305-2210	01461105	52210	CC- Medicare	52	51	18	51	51	-	0.0%	51	51	Based on wages: 1.45%
			Benefits Total	274	269	95	269	269	-	0.0%	269	269	
01-4611-0305-4222	01461105	55254	CC- Roadside Mowing	-	1,800	2,075	1,850	1,850	50	2.8%	1,850	1,800	Mowing White, Perry, Irvine and 1/2 of Morrissette \$1,850
01-4611-0305-4300	01461105	55022	CC- Building Maintenance	350	-	-	-	-	-	-	-	-	MOVED TO TOWN BUILDINGS
01-4611-0305-5000	01461105	55293	CC- Supplies	8	-	-	-	-	-	-	-	-	
01-4611-0305-5010	01461105	55224	CC- Postage	13	20	1	20	20	-	0.0%	20	20	Money for mailings to ConCom members (mostly elect distr)
01-4611-0305-5118	01461105	55044	CC- Community Services	297	830	253	850	850	20	2.4%	850	830	Covers outreach event costs: Anticipated for 2019 include \$250 Spring Tree, \$550 for Spring, Summer and Fall Event, \$50 Winter Outreach
01-4611-0305-5200	01461105	55058	CC- Contract Services	50	1,000	1,200	1,000	1,000	-	0.0%	1,000	1,000	Support for Raynes Improvements

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
Version #4 - Select Board 12/01/2018													
Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/- (Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Select Board Budget	2019 Default Budget	Explanation
01-4611-0305-5331	01461105	55051	CC- Conservation Land Administration	580	400	194	1,350	1,350	950	237.5%	1,350	400	Combined Cons Land Admin and Trail Mgmt and Maintenance Categories (\$400, \$600) to cover property monitoring and maintenance needs, bridge repair, kiosk map update and increased to accommodate trail passport
01-4611-0305-5450	01461105	55088	CC- Dues	829	930	729	930	930	-	0.0%	930	930	For board to join related organizations: ERLAC (\$150), NHACC (\$630), SELT (\$150)
01-4611-0305-5470	01461105	55247	CC- Registry of Deeds	36	30	-	30	30	-	0.0%	30	30	Fee for registry of deeds (typically printing plans, deeds)
01-4611-0305-5560	01461105	55171	CC- Legal/Public Notices	50	50	-	50	50	-	0.0%	50	50	Covers approx 1 legal notice typ in newspaper
01-4611-0305-5585	01461105	55304	CC- Trail Mgmt Maintenance	606	600	195	-	-	(600)	-100.0%	-	600	Moved to Conservation Land Administration
01-4611-0305-5820	01461105	55091	CC- Education/Training	55	110	250	170	170	60	54.5%	170	110	Training for board members and/or natl resource planner (NHACC \$110, \$60 other workshops)
			General Expenses Total	2,824	5,770	4,897	6,250	6,250	480	8.3%	6,250	5,770	
			Conservation Commission Total	6,673	9,559	6,233	10,039	10,039	480	5.0%	10,039	9,559	A

Town of Exeter														
General Fund														
Preliminary Budget FY 2019														
Version #4 - Select Board 12/01/2018														
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Heritage Commission														
01-4191-0306-1200	01419106	51200	HC- Sal/Wages PT	469	500	186	500	536	36	7.2%	536	500	Recording secretaries @ \$15 per hour	
			Salaries Total	469	500	186	500	536	36	7.2%	536	500		
01-4191-0306-2200	01419106	52200	HC- FICA	29	31	12	31	33	2	7.2%	33	31	Based on wages: 6.2%	
01-4191-0306-2210	01419106	52210	HC- Medicare	7	7	3	7	8	1	7.2%	8	7	Based on wages: 1.45%	
			Benefits Total	36	38	14	38	41	3	7.2%	41	38		
									-					
01-4191-0306-5010	01419106	55224	HC- Postage	-	25	-	25	25	-	0.0%	25	25	expenses are estimated for Heritage Commission case administration	
01-4191-0306-5022	01419106	55136	HC- Grant Matching	-	2,500	-	1	1	(2,499)	-100.0%	1	2,500		
01-4191-0306-5450	01419106	55088	HC- Dues	-	50	-	50	50	-	0.0%	50	50		
01-4191-0306-5500	01419106	55227	HC- Printing	7	35	-	35	35	-	0.0%	35	35		
01-4191-0306-5820	01419106	55091	HC- Education/Training	-	300	-	300	300	-	0.0%	300	300	min. training allotment for board members	
			General Expenses Total	7	2,910	-	411	411	(2,499)	-85.9%	411	2,910		
			Heritage Commission Total	512	3,448	200	949	988	(2,460)	-71.3%	988	3,448	A	
			Total Planning & Development	641,829	666,531	529,660	683,565	682,854	16,323	2.4%	682,961	670,573		

Town of Exeter														
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Police														
Administration														
01-4210-0401-1110	01421001	51110	PDA- Sal/Wages FT	381,907	394,048	332,024	404,825	404,825	10,777	2.7%	404,825	401,327	6 FT: Police Chief, 2 Captains, Office Mgr, 2 Admins	
01-4210-0401-1200	01421001	51200	PDA- Sal/Wages PT	12,707	19,948	8,381	20,247	20,247	299	1.5%	20,247	20,168	1 PT secretarial position @25 hrs/week	
01-4210-0401-1400	01421001	51400	PDA- Longevity Pay	300	650	-	650	650	-	0.0%	650	650	Longevity for the 2 Admins	
			Salaries Total	394,914	414,646	340,405	425,722	425,722	11,076	2.7%	425,722	422,145		
01-4210-0401-2100	01421001	52100	PDA- Health Insurance	107,686	91,345	74,482	88,208	94,295	2,950	3.2%	94,295	94,892	YOY increase 6.9%	
01-4210-0401-2110	01421001	52110	PDA- Dental Insurance	7,983	9,125	7,605	9,126	9,336	211	2.3%	9,336	9,336	YOY increase 2.3%	
01-4210-0401-2120	01421001	52120	PDA- Life Insurance	590	600	525	630	630	30	5.0%	630	630		
01-4210-0401-2130	01421001	52130	PDA- LTD Insurance	1,254	1,281	905	1,086	1,086	(195)	-15.2%	1,126	1,126		
01-4210-0401-2200	01421001	52200	PDA- FICA	8,968	9,705	7,564	9,915	9,915	210	2.2%	9,915	9,874	Based on wages: 6.2%	
01-4210-0401-2210	01421001	52210	PDA- Medicare	5,780	6,012	5,016	6,175	6,175	163	2.7%	6,175	6,121	Based on wages: 1.45%	
01-4210-0401-2300	01421001	52300	PDA- Retirement Town	14,908	15,543	13,034	15,745	15,745	202	1.3%	15,745	15,682	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec	
01-4210-0401-2310	01421001	52310	PDA- Retirement Police	69,810	75,964	64,007	76,886	76,886	922	1.2%	76,886	76,052	Based on wages: 29.43% Jan-Jun; 28.43% Jul-Dec	
			Benefits Total	216,989	209,575	173,138	207,771	214,068	4,493	2.1%	214,108	213,713		
01-4210-0401-4301	01421001	55047	PDA- Computer Maintenance	563	2,000	418	2,075	2,075	75	3.8%	2,075	2,000	Software - virus protection, crime reports, IACP computer net	
01-4210-0401-4310	01421001	55199	PDA- Office Equipment Maintenance	3,132	3,096	2,660	3,096	3,096	-	0.0%	3,096	3,096	maintenance contracts for 2 copy machines	
01-4210-0401-4320	01421001	55319	PDA- Vehicle Maintenance	21,449	21,000	17,795	21,000	21,000	-	0.0%	21,000	21,000	covers repairs for 19 vehicles	
01-4210-0401-5000	01421001	55200	PDA- Supplies	8,483	8,200	7,349	8,200	8,200	-	0.0%	8,200	8,200	department wide office supplies	
01-4210-0401-5010	01421001	55224	PDA- Postage	1,299	2,500	1,314	2,500	2,500	-	0.0%	2,500	2,500	postage costs for mailings	
01-4210-0401-5190	01421001	55035	PDA- Chiefs Expenses	1,000	1,000	430	1,000	1,000	-	0.0%	1,000	1,000	covers empl. awards, retirement, emergency meals	
01-4210-0401-5310	01421001	55190	PDA- Mobile Communications	320	420	267	420	420	-	0.0%	420	420	Cost of the chiefs cell phone part of department plan	
01-4210-0401-5338	01421001	55193	PDA- Munitions	7,765	7,061	7,067	7,213	7,213	152	2.2%	7,213	7,061	Cost of purchasing ammo for the department	
01-4210-0401-5450	01421001	55088	PDA- Dues	8,385	8,445	5,640	8,545	8,545	100	1.2%	8,545	8,445	Yearly dues for sert and professional association memberships	
01-4210-0401-5453	01421001	55045	PDA- Computer Equipment	7,076	11,270	10,850	5,800	5,800	(5,470)	-48.5%	5,800	11,270	Update/cruiser laptops (Rhino Tab) (IT Dept to assume purchasing of Dept computers)	
01-4210-0401-5650	01421001	55133	PDA- General Expenses	5,601	5,775	4,434	6,000	6,000	225	3.9%	6,000	5,775	Towing charges, DWI supplies, promotional, hiring costs, etc.	
01-4210-0401-5670	01421001	55087	PDA- Dry Cleaning	14,976	14,000	14,000	14,600	14,600	600	4.3%	14,600	14,000	Contractual cost	
01-4210-0401-5671	01421001	55314	PDA- Uniforms	14,607	15,385	10,101	15,385	15,385	-	0.0%	15,385	15,385	Cost for uniform and equipment for 40 employees	
01-4210-0401-5740	01421001	55270	PDA - Software Agreement	14,923	14,922	14,922	15,612	15,612	690	4.6%	15,612	14,922	Cost to maintain emergency operations for POL and FD Center	
01-4210-0401-5810	01421001	55050	PDA- Confl/Room/Meals	1,167	1,500	274	1,500	1,500	-	0.0%	1,500	1,500	Professional training for the Chief	
01-4210-0401-5875	01421001	55106	PDA- Equipment Purchase	15,732	31,752	9,566	17,752	17,752	(14,000)	-44.1%	17,752	31,752	Furniture, bike parts, cruiser parts, building costs, Taser Replacement, Trunk Vault for detective vehicle	
			General Expenses Total	126,478	148,326	107,086	130,698	130,698	(17,628)	-11.9%	130,698	148,326		
			Administration Total	738,381	772,547	620,630	764,191	770,488	(2,059)	-0.3%	770,528	784,184	A	
Staff														
01-4210-0402-1110	01421002	51110	PDS- Sal/Wages FT	295,267	306,532	252,564	310,746	310,746	4,214	1.4%	310,746	310,746	5 FT Police Staff	
01-4210-0402-1300	01421002	51300	PDS- Sal/Wages OT	13,762	9,000	14,842	16,000	16,000	7,000	77.8%	16,000	16,000	Detective costs for cases investigation and pro active investigation, CERT training	
01-4210-0402-1400	01421002	51400	PDS- Longevity Pay	1,250	1,250	-	1,250	1,250	-	0.0%	1,250	1,250	Contract item	
01-4210-0402-1420	01421002	51420	PDS- Holiday Pay	9,739	12,521	-	13,247	13,247	726	5.8%	13,247	13,247	Contract item	
01-4210-0402-1450	01421002	51450	PDS- Sal/Wages Education Incentive	2,060	2,060	1,260	2,060	2,060	-	0.0%	2,060	2,060	Contract item	
			Salaries Total	322,078	331,363	268,665	343,303	343,303	11,940	3.6%	343,303	343,303		
01-4210-0402-2100	01421002	52100	PDS- Health Insurance	99,268	75,536	62,120	81,162	86,762	11,226	14.9%	81,694	81,694	YOY increase 6.9%	
01-4210-0402-2110	01421002	52110	PDS- Dental Insurance	6,327	6,463	4,923	5,585	5,713	(750)	-11.6%	5,713	5,713	YOY increase 2.3%	
01-4210-0402-2120	01421002	52120	PDS- Life Insurance	305	300	263	315	315	15	5.0%	315	315		
01-4210-0402-2210	01421002	52210	PDS- Medicare	4,526	4,805	3,833	4,978	4,978	173	3.6%	4,978	4,978	Based on wages: 1.45%	
01-4210-0402-2310	01421002	52310	PDS- Retirement Police	90,236	97,520	79,112	99,217	99,217	1,697	1.7%	99,217	99,217	Based on wages: 29.43% Jan-Jun; 28.43% Jul-Dec	
			Benefits Total	200,662	184,625	150,250	191,257	196,985	12,360	6.7%	191,916	191,916		
01-4210-0402-5000	01421002	55200	PDS- Supplies	4,523	5,200	2,953	5,200	5,200	-	0.0%	5,200	5,200	covers three different areas: evidence, prosecution and photo	
01-4210-0402-5200	01421002	55057	PDS- Prosecutor Service	81,485	85,502	60,389	87,616	87,616	2,114	2.5%	87,616	85,502	contract with County attorney, split 80/20 with Hampton Falls	
01-4210-0402-5216	01421002	55043	PDS- Community Relations	1,685	2,000	1,102	2,000	2,000	-	0.0%	2,000	2,000	plaques, dare, crime preventive items	
01-4210-0402-5310	01421002	55190	PDS- Mobile Communications	961	1,260	801	1,260	1,260	-	0.0%	1,260	1,260	2 cell phones (one for the captain and the detectives share one)	
01-4210-0402-5810	01421002	55050	PDS- Confl/Room/Meals	285	-	-	-	-	-	-	-	-		
01-4210-0402-5820	01421002	55091	PDS- Education/Training	12,223	13,000	12,203	13,000	13,000	-	0.0%	13,000	13,000	training for the entire department (including civilians)	
01-4210-0402-5821	01421002	55001	PDS- Accreditation	1,000	1,000	1,000	1,000	1,000	-	0.0%	1,000	1,000	dues and supply costs	
			General Expenses Total	102,162	107,962	78,447	110,076	110,076	2,114	2.0%	110,076	107,962		
			Staff Total	624,902	623,950	497,362	644,636	650,364	26,414	4.2%	645,295	643,181	A	

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
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Patrol													
01-4210-0403-1110	01421003	51110	PDP- Sal/Wages FT	964,539	1,006,811	825,696	1,023,230	1,023,230	16,419	1.6%	1,023,230	1,023,230	17 FT Officers, 1 FT ACO
01-4210-0403-1150	01421003	51150	PDP- Vacation Replacement	30,475	46,587	37,459	46,587	46,587	-	0.0%	46,587	46,587	cost to cover the replacement of officers on vacation
01-4210-0403-1200	01421003	51200	PDP- Sal/Wages PT	12,068	15,000	8,712	17,780	17,780	2,780	18.5%	17,780	17,780	cost for 2 PT/On-Call officer to off set some OT costs
01-4210-0403-1300	01421003	51300	PDP- Sal/Wages OT	57,292	82,000	51,266	85,000	75,000	(7,000)	-8.5%	75,000	75,000	
01-4210-0403-1350	01421003	51350	PDP- FEMA Storm Related OT	-	1	-	1	1	-	0.0%	1	1	Expenses related to declared emergencies
01-4210-0403-1400	01421003	51400	PDP- Longevity Pay	2,400	2,400	650	1,400	1,400	(1,000)	-41.7%	1,400	1,400	contract item
01-4210-0403-1410	01421003	51410	PDP- Sick Replacement.	13,190	13,250	12,884	13,250	13,250	-	0.0%	13,250	13,250	covers for officers out sick
01-4210-0403-1420	01421003	51420	PDP- Sal/Wages Holiday Pay	42,470	44,163	734	46,209	46,209	2,046	4.6%	46,209	46,209	contract item
01-4210-0403-1425	01421003	51425	PDP- Firearm Incentive	1,000	1,500	500	1,500	1,500	-	0.0%	1,500	1,500	contract item
01-4210-0403-1430	01421003	51430	PDP- Sal/Wages FTO Incentive	403	1,320	3,957	5,491	5,491	4,171	316.0%	5,491	5,491	contract item- Field Training Officer Incentive
01-4210-0403-1450	01421003	51450	PDP- Sal/Wages Education Incentive	3,660	3,660	4,460	4,000	4,000	340	9.3%	4,000	4,000	contract item
			Salaries Total	1,127,497	1,216,692	946,319	1,244,448	1,234,448	17,756	1.5%	1,234,448	1,234,448	

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Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/-(Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Board Budget	Select Budget	2019 Default Budget	Explanation
01-4210-0403-2100	01421003	52100	PDP- Health Insurance	241,368	220,438	186,477	235,584	228,083	7,645	3.5%	241,529	241,529	241,529	YOY increase 6.9%
01-4210-0403-2110	01421003	52110	PDP- Dental Insurance	16,761	18,029	13,711	19,086	18,219	190	1.1%	19,195	19,195	19,195	YOY increase 2.3%
01-4210-0403-2120	01421003	52120	PDP- Life Insurance	1,055	1,080	924	1,134	1,134	54	5.0%	1,134	1,134	1,134	
01-4210-0403-2200	01421003	52200	PDP- FICA	4,259	4,594	3,367	4,800	4,800	206	4.5%	4,800	4,800	4,800	Based on wages: 6.2%
01-4210-0403-2210	01421003	52210	PDP- Medicare	16,480	17,642	13,737	18,044	17,899	258	1.5%	17,899	17,899	17,899	Based on wages: 1.45%
01-4210-0403-2300	01421003	52300	PDP- Retirement Town	6,717	3,725	5,508	6,721	2,996	80.4%	6,721	6,721	6,721	6,721	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
01-4210-0403-2310	01421003	52310	PDP- Retirement Police	301,002	336,267	267,304	337,319	336,451	184	0.1%	336,451	336,451	336,451	Based on wages: 29.43% Jan-Jun; 28.43% Jul-Dec
			Benefits Total	587,642	601,775	491,028	622,689	613,308	11,533	1.9%	627,730	627,730	627,730	
01-4210-0403-5022	01421003	55138	PDP- Grant Matching	1,500	1,150	-	-	-	(1,150)	-100.0%	-	-	1,150	NHDOT Grant match cost of two cell phones (ACO and Captain) (no new portables)
01-4210-0403-5310	01421003	55190	PDP- Mobile Communications	23,591	720	535	720	720	-	0.0%	720	720	720	covers drug investigation costs and equipment
01-4210-0403-5335	01421003	55160	PDP- Investigation	2,653	5,000	1,083	5,000	5,000	-	0.0%	5,000	5,000	5,000	
01-4210-0403-5801	01421003	55064	PDP-Court Mileage Reimb	98		127	1	1	1		1	1	1	
01-4210-0403-6260	01421003	55128	PDP- Fuel	40,391	45,000	38,474	57,360	51,625	6,625	14.7%	51,625	45,000	45,000	Fuel for patrol vehicles
			General Expenses Total	68,233	51,870	40,219	63,081	57,346	5,476	10.8%	57,346	51,870	51,870	
			Patrol Total	1,783,372	1,870,337	1,477,566	1,930,218	1,905,102	34,765	1.9%	1,919,524	1,914,048	1,914,048	
Animal Control														
01-4210-0404-5336	01441404	55321	AC- Veterinarian Service	750	750	-	750	750	-	0.0%	750	750	750	contract with SPCA
01-4210-0404-5337	01441404	55104	AC- Equipment	319	500	553	500	500	-	0.0%	500	500	500	ACO equipment
			General Expenses Total	1,069	1,250	553	1,250	1,250	-	0.0%	1,250	1,250	1,250	
			Animal Control Total	1,069	1,250	553	1,250	1,250	-	0.0%	1,250	1,250	1,250	A
Communications														
01-4210-0405-1110	01429905	51110	PDC- SalWages FT	230,902	240,469	191,691	228,356	228,356	(12,113)	-5.0%	228,356	228,356	228,356	5 FT Staff
01-4210-0405-1150	01429905	51150	PDC- Vacation Replacement	4,713	9,000	3,323	9,000	9,000	-	0.0%	9,000	9,000	9,000	covers vacation/personal days for dispatchers
01-4210-0405-1200	01429905	51200	PDC- SalWages PT	15,431	16,782	9,488	16,782	16,782	-	0.0%	16,782	16,782	16,782	3 PT/On-Call
01-4210-0405-1300	01429905	51300	PDC- SalWages OT	8,082	11,600	3,770	11,600	11,600	-	0.0%	11,600	11,600	11,600	covers cost in emergencies and regular coverage
01-4210-0405-1350	01429905	51350	PDC- FEMA Storm Related OT	-	1	-	1	1	-	0.0%	1	1	1	Expenses related to declared emergencies
01-4210-0405-1400	01429905	51400	PDC- Longevity Pay	1,700	1,700	1,000	700	700	(1,000)	-58.8%	700	700	700	contract item
01-4210-0405-1410	01429905	51410	PDC- Sick Replacement	6,053	6,000	2,461	6,000	6,000	-	0.0%	6,000	6,000	6,000	covers OT for dispatchers out sick
01-4210-0405-1420	01429905	51420	PDC- Holiday Pay	9,168	9,983	391	9,686	9,686	(297)	-3.0%	9,686	9,686	9,686	contract item
01-4210-0405-1450	01429905	51450	PDC- SalWages Education Incentive	24	1,500	-	1,500	1,500	-	0.0%	1,500	1,500	1,500	contract item
			Salaries Total	276,073	297,035	212,124	283,625	283,625	(13,410)	-4.5%	283,625	283,625	283,625	
01-4210-0405-2100	01429905	52100	PDC- Health Insurance	88,528	85,703	50,987	70,809	75,695	(10,008)	-11.7%	75,695	75,695	75,695	YOY increase 6.9%
01-4210-0405-2110	01429905	52110	PDC- Dental Insurance	4,646	5,026	3,768	5,585	5,713	687	13.7%	5,713	5,713	5,713	YOY increase 2.3%
01-4210-0405-2120	01429905	52120	PDC- Life Insurance	290	300	242	315	315	15	5.0%	315	315	315	
01-4210-0405-2200	01429905	52200	PDC- FICA	16,319	18,111	13,482	17,585	17,585	(526)	-2.9%	17,585	17,585	17,585	Based on wages: 6.2%
01-4210-0405-2210	01429905	52210	PDC- Medicare	3,817	4,307	3,153	4,113	4,113	(194)	-4.5%	4,113	4,113	4,113	Based on wages: 1.45%
01-4210-0405-2300	01429905	52300	PDC- Retirement Town	23,263	31,991	18,022	30,083	30,083	(1,908)	-6.0%	30,083	30,083	30,083	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	136,863	145,437	89,654	128,489	133,503	(11,933)	-8.2%	133,503	133,503	133,503	
01-4210-0405-4311	01429905	55105	PDC- Equipment Maintenance	19,079	23,526	17,806	23,526	23,526	-	0.0%	23,526	23,526	23,526	covers our maintenance contracts
01-4210-0405-4330	01429905	55108	PDC- Equipment Repair	4,370	6,000	3,795	6,000	6,000	-	0.0%	6,000	6,000	6,000	uncovered repair costs
01-4210-0405-4333	01429905	55277	PDC- SPOTS Computer Maint	-	4,500	-	4,500	-	(4,500)	-100.0%	-	-	4,500	computer connection with state police- removed by BRC
01-4210-0405-4351	01429905	55256	PDC- Phone Repairs/Service	1,024	875	202	875	875	-	0.0%	875	875	875	phone repair costs, and cost of iPad network, Dispatch cell
			General Expenses Total	24,473	34,901	21,803	34,901	30,401	(4,500)	-12.9%	30,401	34,901	34,901	
			Communications Total	437,409	477,373	323,582	447,015	447,529	(29,843)	-6.3%	447,529	452,029	452,029	A
			Total Police	3,585,133	3,745,456	2,919,692	3,787,310	3,774,733	29,276	0.8%	3,784,127	3,794,693	3,794,693	A

Town of Exeter														
General Fund														
Preliminary Budget FY 2019														
Version #4 - Select Board 12/01/2018														
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Fire														
Administration														
01-4221-0501-1110	01422001	51110	FDA- Sal/Wages FT	337,164	346,314	291,235	352,305	352,305	5,991	1.7%	352,305	350,800	4 FT: Chief, 2 Asst. Chiefs & Office Mgr.	
	01422001	51200	FDA- Sal/Wages PT	-	-	-	-	10,848	10,848	-	-	10,848	New hire at 20hr/wk for 36 weeks	
			Salaries Total	337,164	346,314	291,235	352,305	363,153	16,839	4.9%	363,153	350,800		
01-4221-0501-2100	01422001	52100	FDA- Health Insurance	89,013	78,683	65,644	77,335	82,670	3,987	5.1%	76,549	76,549	YOY increase 6.9%	
01-4221-0501-2110	01422001	52110	FDA- Dental Insurance	4,644	4,751	3,960	4,752	4,861	110	2.3%	4,861	4,861	YOY increase 2.3%	
01-4221-0501-2120	01422001	52120	FDA- Life Insurance	480	480	420	504	504	24	5.0%	504	504		
01-4221-0501-2130	01422001	52130	FDA- LTD Insurance	1,446	1,462	1,033	1,240	1,240	(222)	-15.2%	1,258	1,258		
01-4221-0501-2200	01422001	52200	FDA- FICA	3,420	3,714	2,926	3,695	4,368	654	17.6%	4,368	3,742	Based on wages: 6.2% (FICA for Office Mgr)	
01-4221-0501-2210	01422001	52210	FDA- Medicare	3,131	3,378	2,725	3,449	3,606	228	6.7%	3,606	3,431	Based on wages: 1.45% (Excludes the Chief)	
01-4221-0501-2300	01422001	52300	FDA- Retirement Town	6,704	6,817	5,733	6,720	6,720	(97)	-1.4%	6,720	6,804	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec	
01-4221-0501-2320	01422001	52320	FDA- Retirement Fire	84,818	91,336	76,809	90,680	90,680	(656)	-0.7%	90,680	90,003	Based on wages: 31.89% Jan-Jun; 30.09% Jul-Dec	
			Benefits Total	193,656	190,621	159,250	188,375	194,649	4,028	2.1%	188,546	187,152		
01-4221-0501-4310	01422001	55199	FDA- Office Equip Maintenance	2,568	2,548	1,906	2,410	2,410	(138)	-5.4%	2,410	2,548	Lease Agreements & Service Contracts for copier and time clock	
01-4221-0501-5000	01422001	55200	FDA- Supplies	1,978	2,265	1,247	2,265	2,265	-	0.0%	2,265	2,265	Office Supplies for entire Fire Department (except Health)	
01-4221-0501-5010	01422001	55224	FDA- Postage	276	380	304	350	350	(30)	-7.9%	350	380	Postage for General FD, Fire Prevention, new candidate hiring, etc.	
01-4221-0501-5190	01422001	55035	FDA- Chiefs Expenses	675	720	363	720	720	-	0.0%	720	720	Expenses for meetings, dinners	
01-4221-0501-5263	01422001	55214	FDA- Physicals	2,430	5,170	1,225	7,785	7,785	2,615	50.6%	7,785	5,170	Pre-employment for new hires and Annual physicals for all fire personnel	
01-4221-0501-5310	01422001	55190	FDA-Mobile Communications	1,077	1,148	1,068	1,148	1,148	-	0.0%	1,148	1,148	Phone and Mobile Data Terminal (MDT) plan and usage for Department Manager	
01-4221-0501-5450	01422001	55088	FDA- Dues	1,342	1,627	1,412	1,567	1,567	(60)	-3.7%	1,567	1,627	Annual Association Dues with multiple organizations	
01-4221-0501-5650	01422001	55133	FDA- General Expenses	2,733	3,200	2,789	3,200	3,200	-	0.0%	3,200	3,200	Background Investigations, Water, Emergency scene rehab. supplies, etc.	
01-4221-0501-5810	01422001	55050	FDA- Conf/Room/Meals	3,028	4,800	1,049	4,800	3,500	(1,300)	-27.1%	3,500	4,800	\$1,600 each: examples include - FDIC conference, FRI International, IMT Annual Conference	
			General Expenses Total	16,107	21,858	11,363	24,245	22,945	1,087	5.0%	22,945	21,858		
			Administration Total	546,927	558,793	461,848	564,925	580,747	21,954	3.9%	574,644	559,810	A	
Fire Suppression														
01-4220-0503-1110	01422003	51110	FDS- Sal/Wages FT	1,433,818	1,527,715	1,260,010	1,554,234	1,542,652	14,937	1.0%	1,542,652	1,561,735	27 FT Firefighter/ EMT's (22 FF's & 5 LT's)	
01-4220-0503-1120	01422003	51120	FDS- Sal/Wages Stipend	-	1,000	-	500	1,000	-	0.0%	1,000	1,000	Stipend	
01-4220-0503-1150	01422003	51150	FDS- Vacation Replacement	91,799	9,745	29,694	18,321	18,321	8,576	88.0%	18,321	9,745	Overtime for vacation replacement	
01-4220-0503-1300	01422003	51300	FDS- Sal/Wages OT	50,423	113,881	76,058	112,847	112,847	(1,034)	-0.9%	112,847	113,881	Overtime for emergency recall and other off-duty	
01-4220-0503-13xx	01422003	51130	FDS- OT Personal Replacement	-	36,357	19,625	29,772	29,772	(6,585)	-18.1%	29,772	36,357	Personal Leave Replacement	
01-4220-0503-1350	01422003	51350	FDS- FEMA Storm Related OT	-	1	-	1	1	-	0.0%	1	1	Expenses related to declared emergencies	
01-4220-0503-1400	01422003	51400	FDS- Longevity Pay	8,100	8,350	2,000	7,600	6,600	(1,750)	-21.0%	6,600	8,350	Contract item being phased out	
01-4220-0503-1410	01422003	51410	FDS- Sick Replacement	70,089	42,160	31,960	24,428	24,428	(17,732)	-42.1%	24,428	42,160	Overtime for sick replacement	
01-4220-0503-1420	01422003	51420	FDS- Sal/Wages Holiday Pay	85,791	92,757	3,592	93,916	92,086	(671)	-0.7%	92,086	94,391	Holiday pay (11 holidays)	
01-4220-0503-1600	01422003	51600	FDS- Sal/Wages On Call	3,711	7,500	2,549	5,000	5,000	(2,500)	-33.3%	5,000	7,500	PT Call Company salaries	
			Salaries Total	1,743,731	1,839,466	1,425,486	1,846,619	1,832,707	(6,759)	-0.4%	1,832,707	1,875,120		
01-4220-0503-2100	01422003	52100	FDS- Health Insurance	419,637	370,502	285,406	394,158	421,356	50,854	13.7%	412,428	412,428	YOY increase 6.9%	
01-4220-0503-2110	01422003	52110	FDS- Dental Insurance	31,692	34,783	26,559	33,308	34,075	(708)	-2.0%	33,339	33,339	YOY increase 2.3%	
01-4220-0503-2120	01422003	52120	FDS- Life Insurance	1,470	1,580	1,323	1,701	1,701	121	7.7%	1,701	1,701		
01-4220-0503-2200	01422003	52200	FDS- FICA	230	465	158	310	310	(155)	-33.3%	310	465	Based on wages: 6.2% - Call wages only	
01-4220-0503-2210	01422003	52210	FDS- Medicare	24,806	26,672	21,019	26,776	26,574	(98)	-0.4%	26,574	27,190	Based on wages: 1.45%	
01-4220-0503-2320	01422003	52320	FDS- Retirement Fire	531,429	584,214	469,223	569,787	565,497	(18,717)	-3.2%	565,497	577,841	Based on wages: 31.89% Jan-Jun; 30.09% Jul-Dec	
			Benefits Total	1,009,264	1,018,216	803,688	1,026,040	1,049,513	31,297	3.1%	1,039,849	1,052,984		
01-4220-0503-4312	01422003	55237	FDS- Radio Repairs/Maintenance	2,046	3,892	2,125	4,336	4,336	444	11.4%	4,336	3,892	Maint. & programming FD Portable & Mobile Radios	
01-4220-0503-4320	01422003	55319	FDS- Vehicle Maintenance	35,083	44,115	19,477	37,995	37,995	(6,120)	-13.9%	37,995	44,115	Vehicle Maintenance	
01-4220-0503-4330	01422003	55132	FDS- General Equipment Repair	2,775	3,000	3,106	3,250	3,250	250	8.3%	3,250	3,000	Small Tool & Equipment Repair	
01-4220-0503-4340	01422003	55151	FDS- Hydrant Maintenance	20,000	20,000	15,000	20,000	20,000	-	0.0%	20,000	20,000	Hydrant Maintenance Fee/Rental to Water Department	
01-4220-0503-4341	01422003	55038	FDS- Cistern Maintenance	850	2,460	53	1,600	1,600	(860)	-35.0%	1,600	2,460	Cistern & Dry Hydrant Maintenance	
01-4220-0503-5016	01422003	55282	FDS- Building Supplies	1,698	1,700	1,139	2,000	2,000	300	17.6%	2,000	1,700	Laundry & misc bldg. cleaning supplies	
01-4220-0503-5018	01422003	55123	FDS- Fire Prevention Supplies	2,945	4,400	4,156	4,520	4,520	120	2.7%	4,520	4,400	NFPA annual membership & Fire Prevention & Investigation Supplies	
01-4220-0503-5019	01422003	55122	FDS- Fire Alarm Supplies	3,186	3,600	3,300	5,600	5,600	2,000	55.6%	5,600	3,600	Town wide fire alarm system maintenance	
01-4220-0503-5119	01422003	55042	FDS- Communications Equipment	5,489	5,725	3,692	5,254	5,254	(471)	-8.2%	5,254	5,725	Radios and Vehicle Mobile Data Terminals (MDT) computer connectivity, fees and radio interoperability	
01-4220-0503-5310	01422003	55190	FDS- Mobile Communications	1,574	1,915	1,597	1,990	1,990	75	3.9%	1,990	1,915	Cell Phone plan and Data usage for Staff Cars, Engines and Fire Prev.	
01-4220-0503-5450	01422003	55088	FDS- Dues	5,451	5,451	5,626	5,452	5,452	1	0.0%	5,452	5,451	Seacoast Chiefs Haz Mat Team Annual Assessment	
01-4220-0503-5670	01422003	55087	FDS- Dry Cleaning	338	275	181	325	325	50	18.2%	325	275	Dry cleaning of chief officer uniforms & Class "A" dress uniforms	

Town of Exeter													
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Preliminary Budget FY 2019													
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01-4220-0503-5671	01422003	55314	FDS- Uniforms	23,157	23,572	23,510	22,993	22,993	(579)	-2.5%	22,993	23,572	Uniforms for 30 FT employees, 6 Call members
01-4220-0503-5740	01422003	55270	FDS- Software Agreement	6,045	5,945	6,240	9,252	9,252	3,307	55.6%	9,252	5,945	All annual software IMC dispatching program & Public Eye mobile data terminals annual licensing agreement & fees
01-4220-0503-5750	01422003	55058	FDS- Contract Services		3,840	-	3,840	3,840	-	0.0%	3,840	3,840	Fire Alarm Contracted Maintenance
01-4220-0503-5820	01422003	55091	FDS- Education/Training	7,291	11,500	3,768	11,500	10,000	(1,500)	-13.0%	10,000	11,500	Tuition for college classes, fire certifications & education supplies
01-4220-0503-5875	01422003	55106	FDS- General Equipment Purchase	41,113	45,000	16,379	45,000	45,000	-	0.0%	45,000	45,000	Necessary firefighting equipment purchase & replacement
01-4220-0503-5900	01422003	55230	FDS- Protective Equipment	30,736	32,480	30,209	32,465	32,465	(15)	0.0%	32,465	32,480	Turnout gear replacement, inspection & repairs
01-4220-0503-5911	01422003	55144	FDS- Hazmat Supplies	350	350	84	350	350	-	0.0%	350	350	Hazardous materials clean-up and control supplies
01-4220-0503-5912	01422003	55019	FDS- Breathing Apparatus	10,033	14,926	2,635	11,928	11,928	(2,998)	-20.1%	11,928	14,926	Breathing Apparatus testing and repairs & Air compressor certification & repairs
01-4220-0503-5914	01422003	55149	FDS- Hose Replacement	5,833	8,803	1,092	8,760	8,760	(43)	-0.5%	8,760	8,803	Hose replacement & repair
01-4220-0503-6260	01422003	55128	FDS- Fuel	11,348	14,485	11,578	14,485	15,670	1,185	8.2%	15,670	14,485	Gas & Diesel fuel for all fire dept. vehicles. Plus 500 gallon tank at fire station.
			General Expenses Total	217,341	257,434	154,947	252,895	252,580	(4,854)	-1.9%	252,580	257,434	
01-4220-0503-7305	01422003	57006	FDS- Capital Outlay	21,746	21,000	21,011	18,900	18,900	(2,100)	-10.0%	18,900		Upgrade Plymovent Vehicle Exhaust Removal System
			FDS- Capital Outlay			-		50,000			50,000		Study for Fire, Police and Dispatch staffing needs recommended by BRC
			Capital Outlay Total	21,746	21,000	21,011	18,900	68,900	47,900	228.1%	68,900	-	
			Fire Suppression Total	2,992,082	3,136,116	2,405,132	3,144,454	3,203,700	67,584	2.2%	3,194,036	3,185,518	A

Town of Exeter													
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Emergency Management													
01-4290-0504-4312	01429004	55237	EM- Radio Repairs	3,682	4,000	3,164	4,000	4,000	-	0.0%	4,000	4,000	Emergency Operations Center radio reprogramming, replacement & repairs. Notification equipment including Pagers and texting equipment and phone lines
01-4290-0504-5119	01429004	55042	EM- Communications	9,334	9,560	9,559	9,560	9,560	-	0.0%	9,560	9,560	Emergency Communication Network - community notification and Emergency Operations Center telephone system support
01-4290-0504-5310	01429004	55190	EM- Mobile Communications	752	1,172	724	1,172	1,172	-	0.0%	1,172	1,172	Cell Phone plan & iPad mobile data terminal usage for Deputy EMD
01-4290-0504-5820	01429004	55091	EM- Education/Training	401	1,000	207	1,000	1,000	-	0.0%	1,000	1,000	Emergency Management classes & NH Homeland Security conference
01-4290-0504-5917	01429004	55041	EM- Command Supplies	1,402	6,500	6,538	6,500	6,500	-	0.0%	6,500	6,500	Emergency Operations Center supplies during drills, exercises and incidents, including food, office supplies, & training material
01-4290-0504-5918	01429004	55264	EM- Shelter Equipment	-	1,200	-	1,200	1,200	-	0.0%	1,200	1,200	Agreement with SAU16 to provide, Shelter food and supplies as necessary
01-4290-0504-5919	01429004	55095	EM- Emer Mgmt Equipment	-	3,500	1,008	3,500	3,500	-	0.0%	3,500	3,500	Upgrades to EOC visuals, computers, and on scene materials such as replacement cones, barricades, signage and barriers
01-4290-0504-5922	01429004	55119	EM- FEMA Reimb -Force Labor	-	1	-	1	1	-	0.0%	1	1	Used Only if Departments use Budget funds that are reimbursable
01-4290-0504-5923	01429004	55118	EM- FEMA Reimb - Force Equip	-	1	-	1	1	-	0.0%	1	1	Used Only if Departments use Budget funds that are reimbursable
01-4290-0504-5924	01429004	55117	EM- FEMA Reimb-Debris Removal	-	1	-	1	1	-	0.0%	1	1	Used Only if Departments use Budget funds that are reimbursable
01-4290-0504-5925	01429004	55120	EM- FEMA Reimb- Materials	-	1	-	1	1	-	0.0%	1	1	Used Only if Departments use Budget funds that are reimbursable
01-4290-0504-5926	01429004	55121	EM- FEMA Reimb- Permanent Work	-	1	-	1	1	-	0.0%	1	1	Used Only if Departments use Budget funds that are reimbursable
			General Expenses Total	15,571	26,937	21,199	26,937	26,937	-	0.0%	26,937	26,937	
			Emergency Management Total	15,571	26,937	21,199	26,937	26,937	-	0.0%	26,937	26,937	A
Health													
01-4414-0505-1110	01441105	51110	FH- Sal/Wages FT	67,552	54,017	43,766	56,773	56,773	2,756	5.1%	56,773	54,922	1 FT: Health Officer
			Salaries Total	67,552	54,017	43,766	56,773	56,773	2,756	5.1%	56,773	54,922	
01-4414-0505-2110	01441105	52110	FH- Dental Insurance	1,019	1,672	1,490	1,787	1,830	158	9.4%	1,830	1,830	YOY increase 2.3%
01-4414-0505-2120	01441105	52120	FH- Life Insurance	120	120	105	126	126	6	5.0%	126	126	
01-4414-0505-2200	01441105	52200	FH- FICA	5,285	3,349	3,066	3,520	3,520	171	5.1%	3,520	3,405	Based on wages: 6.2%
01-4414-0505-2210	01441105	52210	FH- Medicare	1,236	783	717	823	823	40	5.1%	823	796	Based on wages: 1.45%
01-4414-0505-2320	01441105	52300	FH- Town Retirement	7,489	6,147	4,981	6,401	6,401	254	4.1%	6,401	6,192	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	15,149	12,071	10,358	12,657	12,700	629	5.2%	12,700	12,350	
01-4414-0505-5000	01441105	55293	FH- Supplies	1,036	950	495	950	950	-	0.0%	950	950	Health Inspection and office supplies
01-4414-0505-5010	01441105	55224	FH- Postage	41	50	58	70	70	20	40.0%	70	50	Health Dept. mailings
01-4414-0505-5201	01441105	55055	FH- Consulting	10,549	1,000	706	1,000	1,000	-	0.0%	1,000	1,000	Hazardous Materials Remediation & Consulting for Sportsmen's Club project
01-4414-0505-5310	01441105	55190	FH- Mobile Communications	869	1,327	1,560	1,388	1,388	61	4.6%	1,388	1,327	Phone plan & mobile data terminal usage for Health Officer.
01-4414-0505-5450	01441105	55088	FH- Dues	205	205	85	205	205	-	0.0%	205	205	Health Dept. dues & memberships
01-4414-0505-5740	01441105	55270	FH- Software Agreement	2,125	2,125	2,125	2,253	2,253	128	6.0%	2,253	2,125	Metverse forms and reporting
01-4414-0505-5800	01441105	55308	FH- Travel Reimbursement	329	756	81	1,000	1,000	244	32.3%	1,000	756	Mileage reimbursement for Health Officer
01-4414-0505-5810	01441105	55050	FH- Conf/Room/Meals	85	770	100	770	770	-	0.0%	770	770	Training, Meeting and Seminars for Health Officer
01-4414-0505-5989	01441105	55191	FH- Mosquito Control	56,100	57,410	50,490	56,100	56,100	(1,310)	-2.3%	56,100	57,410	Mosquito control maintenance contract costs
			General Expenses Total	71,339	64,593	55,701	63,736	63,736	(857)	-1.3%	63,736	64,593	
			Health Total	154,040	130,681	109,824	133,166	133,209	2,528	1.9%	133,209	131,865	A
			Total Fire	3,708,620	3,852,528	2,998,003	3,869,482	3,944,593	92,065	2.4%	3,928,826	3,904,129	A

Town of Exeter														
General Fund														
Preliminary Budget FY 2019														
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Public Works - General Fund														
Administration & Engineering														
01-4311-0601-1110	01431101	51110	PWA- Sal/Wages FT	405,059	418,735	352,736	428,529	435,262	16,527	3.9%	435,262	425,218	6 FT: Director, Town Eng, Eng Tech, Office Mgr, Office Clerk, Asst Engineer	
01-4311-0601-1200	01431101	51200	PWA- Sal/Wages PT	227	500	-	500	500	-	0.0%	500	500	1- PT-recording secretary for River Committee @ \$14 per hour	
01-4311-0601-1300	01431101	51300	PWA- Sal/Wages OT	1,831	-	764	-	-	-	-	-	-		
			Salaries Total	407,117	419,235	353,500	429,029	435,762	16,527	3.9%	435,762	425,718		
01-4311-0601-2100	01431101	52100	PWA- Health Insurance	57,542	51,305	43,741	58,240	62,258	10,953	21.3%	62,258	62,778	YOY increase 6.9%	
01-4311-0601-2110	01431101	52110	PWA- Dental Insurance	5,643	5,773	4,145	4,975	5,906	133	2.3%	5,906	5,906	YOY increase 2.3%	
01-4311-0601-2120	01431101	52120	PWA- Life Insurance	600	600	525	630	630	30	5.0%	630	630		
01-4311-0601-2130	01431101	52130	PWA- LTD Insurance	1,446	1,462	1,033	1,240	1,240	(222)	-15.2%	1,240	1,240		
01-4311-0601-2200	01431101	52200	PWA- FICA	25,601	25,993	22,027	26,600	27,017	1,025	3.9%	27,017	26,395	Based on wages: 6.2%	
01-4311-0601-2210	01431101	52210	PWA- Medicare	5,987	6,079	5,151	6,221	6,319	240	3.9%	6,319	6,173	Based on wages: 1.45%	
01-4311-0601-2300	01431101	52300	PWA- Retirement Town	45,881	47,652	40,228	48,312	49,071	1,419	3.0%	49,071	47,942	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec	
			Benefits Total	142,700	138,864	116,850	146,218	152,441	13,577	9.8%	152,441	151,063		
01-4311-0601-4312	01431101	55237	PWA- Radio Repairs	-	600	-	600	600	-	0.0%	600	600	4 Desk sets, 6 portables, 42 vehicle units	
01-4311-0601-4320	01431101	55319	PWA- Vehicle Maintenance	415	600	699	600	600	-	0.0%	600	600	1 sedan, 1 4wd	
01-4311-0601-5000	01431101	55200	PWA- Supplies	8,091	10,000	4,613	10,000	10,000	-	0.0%	10,000	10,000	Gen office supplies \$6500; Eng supplies \$3500; plotter paper & ink, field books, Town Standards, scanning plans; 60% of copier billing	
01-4311-0601-5010	01431101	55158	PWA- Insurance Reimbursed Repairs	-	-	-	1,000	1,000	1,000	-	1,000	1,000	Damage repairs on insurance claims	
01-4311-0601-5010	01431101	55224	PWA- Postage	250	500	467	500	500	-	0.0%	500	500		
01-4311-0601-5310	01431101	55190	PWA- Mobile Communications	1,296	1,200	867	1,200	1,200	-	0.0%	1,200	1,200	60% Director, Town Engineer & Asst Engineer; 100% Highway, MiFi (Engineering)	
01-4311-0601-5341	01431101	55003	PWA- Drug/Alcohol Testing	1,401	1,200	828	1,200	1,200	-	0.0%	1,200	1,200	Contract w/Access; required (per USDOT) random testing for all CDL holders & screening new hires	
01-4311-0601-5362	01431101	55238	PWA- Radio Replacement	-	1,000	-	1,000	1,000	-	0.0%	1,000	1,000	Digital repeater to communicate with Fire & Police	
01-4311-0601-5450	01431101	55088	PWA- Dues	925	700	950	700	700	-	0.0%	700	700	Dues: APWA \$210, NHPWA \$100, Mutual Aid \$25; Licenses: PE 2@150/2 yr	
01-4311-0601-5650	01431101	55133	PWA- General Expenses	323	700	235	700	700	-	0.0%	700	700		
01-4311-0601-5750	01431101	55058	PWA- Contracted Services	2,949	-	-	1	1	1	-	1	1	Temporary office help	
01-4311-0601-5810	01431101	55050	PWA- Conf/Room/Meals	1,502	3,000	1,458	3,000	3,000	-	0.0%	3,000	3,000	National or regional conf 60% Dir, Town Eng; 100% Maint Supt, Hwy Supt @\$1100 ea	
01-4311-0601-5820	01431101	55091	PWA- Education/Training	934	2,000	777	2,000	2,000	-	0.0%	2,000	2,000	Education and training for staff	
01-4311-0601-6260	01431101	55128	PWA- Fuel	1,390	1,345	1,111	1,345	1,345	-	0.0%	1,345	1,345	Dir & Town Eng vehicles	
01-4311-0601-6261	01431101	55181	PWA- Master Fuel Account	1	1	20,343	1	1	-	0.0%	1	1	Bulk fuel delivery charges less dept allocations; for 109 vehicles	
			General Expenses Total	19,477	22,846	32,348	23,847	23,847	1,001	4.4%	23,847	22,846		
01-4312-0601-75xx	01431101	57019	PWA- CO- Communications Equipme	20,114	-	10,600	-	-	-	-	-	-		
			Capital Outlay Total	20,114	-	10,600	-	-	-	-	-	-		
01-4311-0601-9997	01431101	55998	PWA- Due from Water Fund	(114,252)	(111,512)	(83,637)	(114,942)	(117,533)	(6,021)	5.4%	(117,533)	(115,249)	20% Water Fund offset	
01-4311-0601-9998	01431101	55999	PWA- Due from Sewer Fund	(114,252)	(111,512)	(83,637)	(114,942)	(117,533)	(6,021)	5.4%	(117,533)	(115,249)	20% Sewer Fund offset	
			Due from Water/Sewer Funds Total	(228,504)	(223,024)	(167,274)	(229,883)	(235,066)	(12,042)	5.4%	(235,066)	(230,497)		
			Administration & Engineering Total	360,904	357,920	346,025	369,210	376,984	19,064	5.3%	376,984	369,130	A	
Highways and Streets														
01-4312-0602-1110	01431202	51110	HWY- Sal/Wages FT	573,007	589,782	494,549	598,110	598,110	8,328	1.4%	598,110	596,029	12 FT	
01-4312-0602-1210	01431202	51210	HWY- Sal/Wages Temp	2,266	7,500	-	7,500	7,500	-	0.0%	7,500	7,500	Intern, Summer laborer	
01-4312-0602-1300	01431202	51300	HWY- Sal/Wages OT	13,791	20,000	17,153	20,000	20,000	-	0.0%	20,000	20,000	Emergency ops, callouts, flood watch, voting/traffic control	
	01431202	51310	HWY- Sal/Wages Stand-By	-	-	-	7,280	7,280	7,280	-	7,280	7,280	Pay for after hours on-call status, \$140/week per union contract	
01-4312-0602-1350	01431202	51350	HWY- FEMA Storm Related OT	-	1	-	1	1	-	0.0%	1	1	Expenses related to declared emergencies	
01-4312-0602-1400	01431202	51400	HWY- Longevity Pay	5,700	6,250	-	6,350	6,350	100	1.6%	6,350	6,350	8 FT per union contract	
			Salaries Total	594,764	623,533	511,702	639,241	639,241	15,708	2.5%	639,241	637,160		
01-4312-0602-2100	01431202	52100	HWY- Health Insurance	227,470	207,908	169,864	206,240	220,470	12,564	6.0%	223,814	223,814	YOY increase 6.9%	
01-4312-0602-2110	01431202	52110	HWY- Dental Insurance	12,068	13,944	10,987	13,945	14,265	321	2.3%	14,265	14,265	YOY increase 2.3%	
01-4312-0602-2120	01431202	52120	HWY- Life Insurance	780	780	667	820	820	40	5.1%	820	820		
01-4312-0602-2200	01431202	52200	HWY- FICA	35,020	38,659	31,003	39,633	39,633	974	2.5%	39,633	39,504	Based on wages: 6.2%	
01-4312-0602-2210	01431202	52210	HWY- Medicare	8,190	9,041	7,251	9,269	9,269	228	2.5%	9,269	9,239	Based on wages: 1.45%	
01-4312-0602-2300	01431202	52300	HWY- Retirement Town	65,913	70,105	58,084	71,221	71,221	1,116	1.6%	71,221	71,208	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec	
			Benefits Total	349,441	340,435	277,655	341,128	355,678	15,243	4.5%	359,022	358,850		
01-4312-0602-4320	01431202	55319	HWY- Vehicle Maintenance	56,453	45,000	33,629	45,000	45,000	-	0.0%	45,000	45,000	Maintenance of all dept vehicles and equip	

Town of Exeter													
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01-4312-0602-4334	01431202	55310	HWY- Tree Maintenance	23,655	15,000	9,360	20,000	20,000	5,000	33.3%	20,000	15,000	All trees in Town ROW & parks incl pruning, fertilizing & removal w/ licensed arborist; increasing demands for tree removal & pruning
01-4312-0602-4335	01431202	55071	HWY- Dam Maintenance	114,623	17,000	12,742	15,000	15,000	(2,000)	-11.8%	15,000	17,000	Dam & abutment concrete & mechanical repairs at Pickpocket, Colcord, Great Dam long-term monitoring (year 3 of 5) annual report & ER bottom survey \$10k
01-4312-0602-4339	01431202	55013	HWY- Asphalt Reclamation	10,000	10,000	-	10,000	10,000	-	0.0%	10,000	10,000	Grinding & screening to recycle asphalt and concrete into reusable product. Screening compost and sand
01-4312-0602-4342	01431202	55286	HWY- Street Marking	27,907	30,000	16,170	40,000	40,000	10,000	33.3%	40,000	30,000	Fog lines, center lines, parking spaces (butyl rubber by contractor); crosswalks 2x yr; replace 18 year old paint machine in 2019 \$10k
01-4312-0602-4343	01431202	55337	HWY- Weed Control	8,000	8,000	6,000	8,000	8,000	-	0.0%	8,000	8,000	Along medians & curbing; contract w/licensed herbicide applicator, \$2000/app x 4/yr
01-4312-0602-4344	01431202	55285	HWY- Storm Drain Repair	6,151	9,000	3,190	9,000	9,000	-	0.0%	9,000	9,000	Repair drain castings, 1,305 catch basins
01-4312-0602-4345	01431202	55020	HWY- Bridge Repairs	3,447	5,500	-	5,500	5,500	-	0.0%	5,500	5,500	Minor repairs of 9 bridges; sealing, patching, guardrails
01-4312-0602-4346	01431202	55067	HWY- Culvert Repairs	1,888	2,000	128	2,000	2,000	-	0.0%	2,000	2,000	Repair or replace culverts (pipes & headers) along country roads
01-4312-0602-4355	01431202	55287	HWY- Street Repairs/Maint	18,030	18,000	15,006	18,000	18,000	-	0.0%	18,000	18,000	Patching town roads & shoulder repair materials; includes asphalt, concrete, gravel
01-4312-0602-4420	01431202	55107	HWY- Equipment Rentals	-	4,500	114	4,500	4,500	-	0.0%	4,500	4,500	Rental of equipment not owned by Town, including bulldozer, excavator, grader, screen
01-4312-0602-5310	01431202	55190	HWY- Mobile Communications	168	1	528	1	1	-	0.0%	1	1	
01-4312-0602-5312	01431202	55212	HWY- Phone Reimbursement	1,217	2,400	1,120	2,400	2,400	-	0.0%	2,400	2,400	Cell Phone stipend \$50/mo for Supt + 3 Foremen
01-4312-0602-5327	01431202	55134	HWY- General Hand Tools	4,424	4,000	2,023	4,000	4,000	-	0.0%	4,000	4,000	Repl/repair hand tools incl. compacter, hand-saw, chainsaws, small power tools
01-4312-0602-5328	01431202	55096	HWY- Emergency Traffic Control	3,230	1,000	490	1,000	1,000	-	0.0%	1,000	1,000	Uniformed officer in high traffic, emergencies
01-4312-0602-5561	01431202	55267	HWY- Signs	19,266	7,000	5,057	7,000	7,000	-	0.0%	7,000	7,000	Regulatory/St. sign repl. for retro reflectivity, damages
01-4312-0602-5610	01431202	55257	HWY- Safety Equipment	5,060	4,500	4,760	4,500	4,500	-	0.0%	4,500	4,500	Hardhats, vests, eye protection, Technu, steel-toed boot repl \$185/yr per employee
01-4312-0602-5671	01431202	55314	HWY- Uniforms	5,332	6,000	2,961	6,000	6,000	-	0.0%	6,000	6,000	12 employees
01-4312-0602-5756	01431202	55072	HWY - Dam Registration	400	400	-	400	400	-	0.0%	400	400	Annual NHDES fees (due December) Sloans Brook
01-4312-0602-5820	01431202	55091	HWY- Education/Training	2,210	3,000	460	3,000	3,000	-	0.0%	3,000	3,000	Classes & licensing including CDL, UNH Tech Transfer classes
01-4312-0602-6260	01431202	55128	HWY- Fuel	26,457	21,455	15,380	21,455	21,455	-	0.0%	21,455	21,455	Fuel for highway dept
			General Expenses Total	337,918	213,756	129,116	226,756	226,756	13,000	6.1%	226,756	213,756	

Town of Exeter													
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01-4312-0602-7503	01431202	55251	HWY-Road Paving/Maintenance	788,703	800,000	464,237	800,000	800,000	-	0.0%	800,000	800,000	Incl crack sealing, reconstruction, etc. 3% increase material cost
01-4312-0602-7505	01431202	55266	HWY- Sidewalks/Curbing	15,049	15,000	5	15,000	15,000	-	0.0%	15,000	15,000	Sidewalks and curbing- BRC recommends this item to be in Maintenance not CIP
01-4312-0602-7507	01431202	55284	HWY- Storm Drain Cleaning	26,000	25,000	20,454	25,000	25,000	-	0.0%	25,000	25,000	Annual clean 50% catch basins, material testing, clean ~1 mi drain lines
			Capital Outlay Total	829,752	840,000	484,696	840,000	840,000	-	0.0%	840,000	840,000	
			Highways & Streets Total	2,111,875	2,017,724	1,403,170	2,047,125	2,061,675	43,951	2.2%	2,065,019	2,049,766	A
Snow Removal													
01-4312-0603-1300	01431903	51300	PS- Sal/Wages - OT Snow	100,676	72,700	69,891	72,700	72,700	-	0.0%	72,700	72,700	Includes Mechanic
01-4312-0603-1350	01431903	51350	PS- Sal/Wages - FEMA Storm Related	-	1	-	1	1	-	0.0%	1	1	Expenses related to declared emergencies
			Salaries Total	100,676	72,701	69,891	72,701	72,701	-	0.0%	72,701	72,701	
01-4312-0603-2200	01431903	52200	PS- FICA	6,014	4,507	4,224	4,507	4,507	-	0.0%	4,507	4,507	Based on wages: 6.2%
01-4312-0603-2210	01431903	52210	PS- Medicare	1,406	1,054	988	1,054	1,054	-	0.0%	1,054	1,054	Based on wages: 1.45%
01-4312-0603-2300	01431903	52300	PS- Retirement Town	10,824	8,273	7,488	8,197	8,197	(76)	-0.9%	8,197	8,197	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	18,244	13,835	12,700	13,759	13,759	(76)	-0.6%	13,759	13,759	
01-4312-0603-4220	01431903	55061	PS- Contracted Snow Removal	49,163	45,000	14,343	45,000	45,000	-	0.0%	45,000	45,000	80% of 3 yr avg; Hire contractors w/10 wheelers to remove snow for safety downtown, Lincoln St, Ports Ave.
01-4312-0603-4221	01431903	55218	PS- Plowing	73,648	75,000	57,625	75,000	75,000	-	0.0%	75,000	75,000	80% of 3 yr avg; Hire contractors to plow
01-4312-0603-4320	01431903	55319	PS- Vehicle Maintenance	16,936	18,000	2,352	18,000	18,000	-	0.0%	18,000	18,000	Repair snow plows and snow removal equip
01-4312-0603-4349	01431903	55217	PS- Plow/Spreader Repair	5,622	-	12,639	-	-	-	-	-	-	
01-4312-0603-4623	01431903	55216	PS- Plow Damages	4,031	4,000	3,326	4,000	4,000	-	0.0%	4,000	4,000	Private property damage caused by snow plows
01-4312-0603-5007	01431903	55258	PS- Salt	94,659	65,000	74,486	65,000	65,000	-	0.0%	65,000	65,000	Winter salt for town roads, sidewalks, parking lots; 2015 unit price \$48.43/ton; 2016 up 7% to \$51.73/ton; 2017 & 2018 up to \$53.30/ton
01-4312-0603-5008	01431903	55259	PS- Sand	456	1,000	893	1,000	1,000	-	0.0%	1,000	1,000	Purchase sand during winter months to spread along the town roads, sidewalks, parking lots
01-4312-0603-5009	01431903	55026	PS- Calcium Chloride	-	500	-	500	500	-	0.0%	500	500	Salt additive used during harsh temperatures in the winter
01-4312-0603-5922	01431903	55119	PS- FEMA Reimb Force Labor	-	1	3,900	1	1	-	0.0%	1	1	Expenses declared winter emergencies
01-4312-0603-5923	01431903	55118	PS- FEMA Reimb Force Equip	-	1	3,900	1	1	-	0.0%	1	1	Expenses declared winter emergencies
01-4312-0603-6260	01431903	55128	PS- Fuel	19,670	19,670	12,737	19,670	19,670	-	0.0%	19,670	19,670	Fuel for snow removal vehicles
			General Expenses Total	264,185	228,171	186,200	228,172	228,172	1	0.0%	228,172	228,171	
			Snow Removal Total	383,105	314,707	268,791	314,632	314,632	(75)	0.0%	314,632	314,631	A
Solid Waste Disposal													
01-4323-0604-1200	01432304	51200	SW- Sal/Wages PT	13,551	17,924	11,297	17,662	17,662	(262)	-1.5%	17,662	17,924	1 PT @ 16 hrs/wk including Transfer station winter schedule and weekend trash removal
			Salaries Total	13,551	17,924	11,297	17,662	17,662	(262)	-1.5%	17,662	17,924	
01-4323-0604-2200	01432304	52200	SW- FICA	840	1,111	696	1,095	1,095	(16)	-1.5%	1,095	1,111	Based on wages: 6.2%
01-4323-0604-2210	01432304	52210	SW- Medicare	197	260	163	256	256	(4)	-1.5%	256	260	Based on wages: 1.45%
	01432304	52300	SW-Retirement	-	-	369	-	-	-	-	-	-	
			Benefits Total	1,037	1,371	1,228	1,351	1,351	(20)	-1.5%	1,351	1,371	
01-4323-0604-4221	01432304	55201	SW- Operations Maintenance	4,214	4,000	5,305	5,000	5,000	1,000	25.0%	5,000	4,000	Mowing, materials and supplies at the Transfer Station
01-4323-0604-5000	01432304	55293	SW- Supplies	1,435	1,700	1,365	1,700	1,700	-	0.0%	1,700	1,700	Stickers and Garbage Litter Bags for Town & Public Works Offices to sell
01-4323-0604-5820	01432304	55091	SW- Education/Training	125	650	700	650	650	-	0.0%	650	650	Solid Waste Training
01-4323-0604-5829	01432304	55300	SW- Tire Disposal	1,266	2,500	450	2,500	2,500	-	0.0%	2,500	2,500	Disposal of Town tires
	01432304	55202	SW- Orange Bags	6	-	-	-	-	-	-	-	-	
01-4323-0604-5832	01432304	55018	SW- Blue Bags	66,334	68,000	93,125	75,000	75,000	7,000	10.3%	75,000	68,000	Includes vendor delivery to store; offset by revenue
01-4323-0604-5833	01432304	55054	SW- Construction Debris	12,024	13,500	2,611	12,000	12,000	(1,500)	-11.1%	12,000	13,500	Construction debris container at Transfer Station
01-4323-0604-5834	01432304	55082	SW- Disposal/Recycling Contract	717,919	861,500	739,491	940,000	940,000	78,500	9.1%	940,000	861,500	Per disposal and recycling contract with Waste Management June 2017 through May 2022 with 3% annual increases & recycling fallout from National Sword
01-4323-0604-58XX	01432304	55366	SW- Yard Waste	-	14,620	-	15,054	15,054	434	3.0%	15,054	14,620	Twice per year curbside collection- leaf and yard waste Gas and water quality testing at Cross Road landfill; seep metals loading review by NHDES; projected follow-up PFAS monitoring subsequent to initial monitoring in 2018; replacement well for GMW-11 \$5k in 2019; landfill cap depression survey, design & repair \$10k in 2019
01-4323-0604-5836	01432304	55163	SW- Landfill Monitoring	36,142	48,000	22,312	70,000	70,000	22,000	45.8%	70,000	48,000	Cost of annual Oct event; Exeter share \$6,700 the rest offset by regional collection revenue
01-4323-0604-5839	01432304	55186	SW- Metal Removal	2,000	-	400	4,000	4,000	4,000	-	4,000	-	Hauling charge to remove metals & white goods
01-4323-0604-5838	01432304	55150	SW- Household Haz Waste Removal	31,182	27,000	-	29,000	29,000	2,000	7.4%	29,000	27,000	

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
Version #4 - Select Board 12/01/2018													
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01-4323-0604-5842	01432304	55086	SW- Brush Handling	3,765	4,000	-	14,000	28,000	24,000	600.0%	28,000	4,000	Rented bulldozer in prior years to push back brush dump at Transfer Station. Switching to grinding the brush in 2019 and having debris removed by The Dirt Doctor.
01-4323-0604-5844	01432304	55093	SW- Electronic Waste Expense	13,424	14,000	8,983	14,000	14,000	-	0.0%	14,000	14,000	Removal of electronic waste collected at Transfer Station, offset by sticker revenue
01-4323-0604-5845	01432304	55127	SW- Freon Waste Expense	1,500	-	-	-	-	-	-	-	-	Removal of freon
01-4323-0604-5846	01432304	55130	SW- Garbage Litter Bags Expense	495	-	-	-	-	-	-	-	-	Moved to supplies expense
01-4323-0604-5847	01432304	55167	SW- Large Cardboard	1,800	-	-	-	-	-	-	-	-	Roll-off container at Transfer Station (in WM contract)
01-4323-0604-5848	01432304	55174	SW- Litter Bins Downtown	12	-	-	-	-	-	-	-	-	Reclassified to Recycle Containers in 2017
01-4323-0604-5849	01432304	55244	SW- Recycle Containers	12,577	13,100	11,994	13,100	13,100	-	0.0%	13,100	13,100	Downtown litter bins; 65 gal carts & 12 gal bins and other trash bins; offset by revenue
01-4323-0604-6220	01432304	55092	SW- Electricity	1,276	1,300	1,109	1,500	1,500	200	15.4%	1,500	1,300	Transfer station building
			General Expenses Total	907,496	1,073,870	887,844	1,197,504	1,211,504	137,634	12.8%	1,211,504	1,073,870	
			Solid Waste Disposal Total	922,084	1,093,165	900,369	1,216,517	1,230,517	137,352	12.6%	1,230,517	1,093,165	A
Street Lights													
01-4316-0605-4369	01431605	55303	PW- Traffic Light Maintenance	648	5,000	10,032	10,340	10,340	5,340	106.8%	10,340	5,000	High St, Green St, Alum Dr, Holland Way signals (Continental Dr new 2019); controllers, loop detectors, bulbs & emergency vehicle pre-emption controllers; audible signals at High & Ports in 2019 for \$1,340
01-4316-0605-6220	01431605	55092	PW- Electricity- Street Lights	154,992	145,000	121,218	160,000	160,000	15,000	10.3%	160,000	145,000	All street lights in Town rights-of-way
			General Expenses Total	155,640	150,000	131,250	170,340	170,340	20,340	13.6%	170,340	150,000	
			Street Lights Total	155,640	150,000	131,250	170,340	170,340	20,340	13.6%	170,340	150,000	A

Town of Exeter														
General Fund														
Preliminary Budget FY 2019														
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Stormwater														
01-4311-0618-5000	01431118	55293	STW- Supplies		2,700	-	2,700	2,700	-	0.0%	2,700	2,700		Pet waste bags (Town Clerk & Highway), plotter supplies (ink, printheads, paper)
01-4311-0618-5202	01431118	55058	STW- Contracted Services		32,740	1,250	42,740	42,740	10,000	30.5%	42,740	42,740		Annual TN Report, MS4 assistance (stormwater management plan, IDDE, SWPPPs for Town & School facilities, drain capacity calcs & mapping)
01-4311-0618-5310	01431118	55190	STW-Mobile Communications		480	-	480	480	(0)	0.0%	480	480		Tablet /myfi \$40.12/mo
01-4311-0618-5446	01431101	55102	STW- EPA Stormwater Phase II	59,827	-	3,684	-	-	-	-	-	-	-	
01-4311-0618-5576	01431118	55291	STW- Subscriptions		4,080	-	4,080	4,080	-	0.0%	4,080	4,080		GPS Service Subscriptions, People GIS Subscriptions
01-4311-0618-5740	01431118	55270	STW- Software Agreement		20,000	-	10,000	10,000	(10,000)	-50.0%	10,000	10,000		NHDES CWSRF Asset Management
			General Expenses Total	59,827	60,000	4,934	60,000	60,000	(0)	0.0%	60,000	60,000		
			Stormwater Total	59,827	60,000	4,934	60,000	60,000	(0)	0.0%	60,000	60,000		A
			Subtotal before Maintenance	3,993,435	3,993,517	3,054,537	4,177,824	4,214,148	220,631	5.5%	4,217,492	4,036,692		
Public Works - Maintenance														
General														
01-4311-0606-1110	01419406	51110	PM- Sal/Wages FT	240,262	263,638	182,719	255,623	255,623	(8,015)	-3.0%	255,623	265,209		5 FT Maint Supt, Custodian, 3 Maint Techs
01-4311-0606-1200	01419406	51200	PM- Sal/Wages PT	33,651	33,360	28,643	33,111	33,111	(249)	-0.7%	33,111	33,608		1 FT Custodian @ 34hr per week
01-4311-0606-1300	01419406	51300	PM- Sal/Wages OT	4,056	3,000	3,424	3,000	3,000	-	0.0%	3,000	3,000		Emergencies, callouts
	01419406	51310	PW- Sal/Wages Stand-By				7,280	7,280	7,280			7,280		Pay for after hours on-call status, \$140/week per union contract
01-4311-0606-1350	01419406	51350	PM- FEMA Storm Related OT	-	1	-	1	1	-	0.0%	1	1		Expenses related to declared emergencies
01-4311-0606-1400	01419406	51400	PM- Longevity Pay	1,250	1,350		1,350	1,350		0.0%	1,350	1,350		2 FT per union contract
			Salaries Total	279,219	301,349	214,787	300,365	300,365	(984)	-0.3%	300,365	310,448		
01-4311-0606-2100	01419406	52100	PM- Health Insurance	63,904	61,530	39,331	66,749	71,355	9,825	16.0%	72,170	72,170		YOY increase 6.9%
01-4311-0606-2110	01419406	52110	PM- Dental Insurance	4,902	5,262	3,727	5,262	5,385	123	2.3%	5,385	5,385		YOY increase 2.3%
01-4311-0606-2120	01419406	52120	PM- Life Insurance	330	360	231	378	378	18	5.0%	378	378		
01-4311-0606-2200	01419406	52200	PM- FICA	18,394	18,684	13,031	18,623	18,623	(61)	-0.3%	18,623	19,248		Based on wages: 6.2%
01-4311-0606-2210	01419406	52210	PM- Medicare	4,302	4,370	3,048	4,355	4,355	(14)	-0.3%	4,355	4,501		Based on wages: 1.45%
01-4311-0606-2300	01419406	52300	PM- Retirement Town	28,448	30,497	21,147	30,130	30,130	(367)	-1.2%	30,130	31,372		Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	120,280	120,702	80,515	125,497	130,226	9,524	7.9%	131,041	133,054		
01-4311-0606-4329	01419406	55176	PM- Maintenance Bld Materials	1,031	1,200	562	1,200	1,200	-	0.0%	1,200	1,200		
01-4311-0606-4331	01419406	55178	PM- Maintenance Tools	2,449	3,000	1,518	3,000	3,000	-	0.0%	3,000	3,000		HVAC Tech, plumber, elec. tools, replenish drill bits, small power tools
01-4311-0606-5006	01419406	55069	PM- Custodial Supplies	15,620	14,500	12,301	16,000	16,000	1,500	10.3%	16,000	14,500		All Town buildings' paper & cleaning products
01-4311-0606-5202	01419406	55058	PM- Contract Services	5,875	8,000	3,045	8,000	32,000	24,000	300.0%	32,000	8,000		Town buildings roof snow removal \$6k and contracted cleaning for Town Offices \$26K
01-4311-0606-5265	01419406	55173	PM- Licenses	275	300	145	300	300	-	0.0%	300	300		Licenses for Electrician and HVAC Plumber Tech
01-4311-0606-5310	01419406	55190	PM- Mobile Communications	477	600	151	600	600	-	0.0%	600	600		Maint. Superintendent cell phone
01-4311-0606-5610	01419406	55257	PM- Safety Equipment	2,360	2,000	1,632	2,000	2,000	-	0.0%	2,000	2,000		Fall protection, eye protection, steel-toed boot replacement \$185/yr
01-4311-0606-5671	01419406	55314	PM- Uniforms	5,267	5,500	2,406	5,500	5,500	-	0.0%	5,500	5,500		Uniforms and cleaning for 5 Staff
01-4311-0606-5680	01419406	55048	PM- Computer Software	-	8,509	8,509	3,000	3,000	(5,509)	-64.7%	3,000	8,509		Dropping TMA for annual maint of Fleet & Facility Maint software TMA (Dec); converting to People GIS work order system
01-4311-0606-5830	01419406	55091	PM- Education/Training	724	800	490	800	800	-	0.0%	800	800		Continuing education requirements for License renewals Master Elect, Journeyman Plumber/Gas fitter, Education seminars Carpenter.
01-4311-0606-6260	01419406	55128	PM- Fuel	4,016	4,475	2,557	4,475	4,475	-	0.0%	4,475	4,475		Maintenance Dept vehicles (5)
			General Expenses Total	38,094	48,884	33,316	44,875	68,875	19,991	40.9%	68,875	48,884		
			General Maintenance Total	437,593	470,935	328,618	470,737	499,466	28,531	6.1%	500,281	492,386		A
Mechanics/Garage:														
01-4311-0615-1110	01419415	51110	PG- Sal/Wages FT	144,528	159,707	115,001	145,746	145,746	(13,961)	-8.7%	145,746	161,365		3 FT: 1 Mech foreman; 2 Mechanics
01-4311-0615-1300	01419415	51300	PG- Sal/Wages OT	1,601	3,000	1,491	3,000	3,000	-	0.0%	3,000	3,000		Mechanic OT -76 hours per year
01-4311-0615-1400	01419415	51400	PG- Longevity Pay	2,200	2,250	-	750	750	(1,500)	-66.7%	750	2,250		1 FT Longevity pay for union employees
			Salaries Total	148,329	164,957	116,492	149,496	149,496	(15,461)	-9.4%	149,496	166,615		
01-4311-0615-2100	01419415	52100	PG- Health Insurance	42,411	40,439	30,740	44,446	47,513	7,074	17.5%	47,513	47,513		YOY increase 6.9%
01-4311-0615-2110	01419415	52110	PG- Dental Insurance	4,349	4,563	3,638	5,362	5,486	923	20.2%	5,486	5,486		YOY increase 2.3%
01-4311-0615-2120	01419415	52120	PG- Life Insurance	145	180	105	190	190	10	5.6%	190	190		
01-4311-0615-2200	01419415	52200	PG- FICA	9,371	10,227	7,388	9,269	9,269	(959)	-9.4%	9,269	10,330		Based on wages: 6.2%
01-4311-0615-2210	01419415	52210	PG- Medicare	2,192	2,392	1,728	2,168	2,168	(224)	-9.4%	2,168	2,416		Based on wages: 1.45%
01-4311-0615-2300	01419415	52300	PG- Retirement Town	16,732	18,772	13,257	16,855	16,855	(1,917)	-10.2%	16,855	18,852		Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	75,200	76,573	56,856	78,289	81,480	4,907	6.4%	81,480	84,787		

Town of Exeter													
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01-4311-0615-4209	01419415	55338	PG- Weight Testing/Repair	562	1,000	476	1,000	1,000	-	0.0%	1,000	1,000	2 mechanic lifts certified testing & repair, 3 crane mounted electric hoists
01-4311-0615-4210	01419415	55316	PG- Vehicle Equipment Stock	4,658	10,000	1,779	10,000	5,000	(5,000)	-50.0%	5,000	10,000	Fluids, filters, bulbs, nuts & bolts for all Town Departments
01-4311-0615-4320	01419415	55319	PG- Vehicle Maintenance	1,413	2,000	615	2,000	2,000	-	0.0%	2,000	2,000	Maintenance Dept vehicles (5) + forklift
01-4311-0615-5222	01419415	55183	PG- Mechanics Tools	2,103	3,000	883	17,000	17,000	14,000	466.7%	17,000	3,000	Mechanics' allowance 3@\$500/ea; replace Town owned tools; rentals; 4-post automotive lift \$14k in 2019
01-4311-0615-6260	01419415	55128	PG- Fuel	1,355	1,000	1,288	1,200	1,200	200	20.0%	1,200	1,000	Mechanics shop truck & forklift
01-4311-0615-6261	01419415	55129	PG- Fuel Dispensing System	2,880	3,500	2,671	3,500	3,500	-	0.0%	3,500	3,500	Fuel pumps, UST inspection, reporting equipment and \$1K maintenance needed to keep the old system going for one more year.
			General Expenses Total	12,972	20,500	7,712	34,700	29,700	9,200	44.9%	29,700	20,500	
			Mechanics/Garage Total	236,501	262,030	181,060	262,485	260,676	(1,354)	-0.5%	260,676	271,902	
Town Buildings													
	01458908	51200	Swasey Parkway- Sal/Wages PT			93			-				Recording Secretary for Swasey Parkway
	01458908	52200	Swasey Parkway- FICA			6			-				Recording Secretary for Swasey Parkway
	01458908	52210	Swasey Parkway- Medicare			1			-				Recording Secretary for Swasey Parkway
01-4311-06xx-4110			Town Buildings-Water/Sewer Bills	6,567	11,250	12,520	13,150	13,150	1,900	16.9%	13,150	11,250	Water/Sewer bills for Town Buildings
01-4311-06xx-4300			Town Buildings- Building Maintenance	70,365	71,500	38,072	71,500	71,500	-	0.0%	71,500	71,500	Building Maintenance for Town Buildings, Incl Swasey Parkway & Raynes Barn
01-4311-06xx-6210			Town Buildings- Natural Gas	45,643	72,000	43,960	69,700	69,700	(2,300)	-3.2%	69,700	72,000	Natural Gas for Town Buildings
01-4311-06xx-6220			Town Buildings- Electricity	79,867	111,450	77,278	108,950	108,950	(2,500)	-2.2%	108,950	111,450	Electricity for Town Buildings, Incl. Swasey Parkway & Raynes Barn
01-4311-0613-5000			Train Station- Supplies	1,362	3,800	51	3,800	3,800	-	0.0%	3,800	3,800	Light fixtures, electrical breakers, signage
01-4311-0613-7623			Train Station- Platform Lease	3,144	3,150	3,244	3,244	3,244	94	3.0%	3,244	3,150	Platform Lease for Train Station
			Town Buildings Total	206,948	273,150	175,224	270,344	270,344	(2,806)	-1.0%	270,344	273,150	A
Maintenance Projects													
01-4311-0616-7501	01419406	55177	PM- Maintenance Projects	96,865	100,000	13,542	100,000	100,000	-	0.0%	100,000	100,000	DPW didn't bring a maintenance project list to full BRC meeting on 11/1/18 . BRC said they may waive the list and have DPW use their discretion for maintenance project spending.
			Total Maintenance Projects	96,865	100,000	13,542	100,000	100,000	-	0.0%	100,000	100,000	
			Town Buildings/Maintenance Total	303,813	373,150	188,766	370,344	370,344	(2,806)	-0.8%	370,344	373,150	
			Total DPW Maintenance	977,906	1,106,116	698,444	1,103,567	1,130,487	24,371	2.2%	1,131,301	1,137,438	
			Total Public Works Budget	4,971,341	5,099,632	3,752,981	5,281,391	5,344,634	245,002	4.8%	5,348,793	5,174,130	A

Town of Exeter													
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Welfare & Human Services													
Welfare													
01-4441-0710-1110	01444110	51110	WE- Sal/Wages FT	7,487	7,802	6,574	8,035	8,035	233	3.0%	8,035	7,947	
			Salaries Total	7,487	7,802	6,574	8,035	8,035	233	3.0%	8,035	7,947	
01-4441-0710-2200	01444110	52200	WE- FICA	418	484	379	498	498	14	3.0%	498	493	Based on wages: 6.2%
01-4441-0710-2210	01444110	52210	WE- Medicare	98	113	89	117	117	3	3.0%	117	115	Based on wages: 1.45%
01-4441-0710-2300	01444110	52300	WE-Retirement - Town	844	888	748	906	906	18	2.0%	906	896	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	1,360	1,485	1,216	1,521	1,521	36	2.4%	1,521	1,504	
01-4441-0710-5000	01444110	55200	WE- Supplies	37	210	3	210	210	-	0.0%	210	210	notebooks, folders and desk supplies.
01-4441-0710-5010	01444110	55224	WE- Postage	50	20	2	20	20	-	0.0%	20	20	Client/state/agencies - postage - most are done electronically
01-4441-0710-5310	01444110	55190	WE- Mobile Communications	180	180	135	180	180	-	0.0%	180	180	For off hours usage / split 50/50 with TM budget
01-4441-0710-5450	01444110	55088	WE- Dues	-	40	70	55	55	15	37.5%	55	40	State local welfare dues
01-4441-0710-5685	01444110	55076	WE - Direct Relief-Food/Gas	175	500	200	500	500	-	0.0%	500	500	Requests for food/gas has increased this year with the homeless population increasing
01-4441-0710-5686	01444110	55079	WE - Direct Relief- Rent	44,825	17,000	32,348	40,000	40,000	23,000	135.3%	40,000	17,000	\$19,566; Town Funds \$ 21,727
01-4441-0710-5687	01444110	55075	WE - Direct Relief- Electricity	5,329	4,000	7,957	7,500	7,500	3,500	87.5%	7,500	4,000	\$ Town funds - Wentworth Trust reimbursed \$1646.05
01-4441-0710-5688	01444110	55077	WE - Direct Relief - Heat	2,278	2,000	1,077	2,500	2,500	500	25.0%	2,500	2,000	\$ Town funds - Wentworth Trust reimbursed \$496.36
01-4441-0710-5689	01444110	55078	WE - Direct Relief -Medical	1,978	2,000	2,133	2,500	2,500	500	25.0%	2,500	2,000	\$ Town funds - Wentworth Trust reimbursed \$1771.05
01-4441-0710-5702	01444110	55025	WE- Burial Expense	3,000	1,500	2,250	3,000	3,000	1,500	100.0%	3,000	1,500	Cremation - aging low income population
	01444110	55133	WE- Direct Relief General Expense			-	1,500	1,500	1,500			1,500	Direct relief items that don't fall under other lines i.e. car repairs, registration, taxes, etc. covered by Wentworth and town is reimbursed
01-4441-0710-5800	01444110	55308	WE- Travel Reimbursement	267	200	64	200	200	-	0.0%	200	200	Travel to local monthly meetings to Raymond, State
01-4441-0710-5810	01444110	55050	WE- Conf/Room/Meals	275	200	-	200	200	-	0.0%	200	200	Monthly Meetings in Concord - Seminar
01-4441-0710-5875	01444110	55106	WE- Equipment Purchase	90	250	-	250	250	-	0.0%	250	250	1 Conference - 4 meetings in Concord
			General Expenses Total	58,484	28,100	46,238	58,615	58,615	30,515	108.6%	58,615	28,100	
			Welfare Total	67,331	37,387	54,028	68,171	68,171	30,784	82.3%	68,171	37,551	A
Human Services													
01-4445-0711-5315	01444511	55360	HS- Human Services Funding	100,000	107,500	80,625	107,500	106,625	(875)	-0.8%	106,625	107,500	See separate list- one agency didn't apply FY19
			Human Services Total	100,000	107,500	80,625	107,500	106,625	(875)	-0.8%	106,625	107,500	A
			Total Welfare & Human Services	167,331	144,887	134,653	175,671	174,796	29,909	20.6%	174,796	145,051	A
Parks & Recreation													
Recreation													
01-4520-0801-1110	01452001	51110	PR- Sal/Wages FT	181,808	189,813	162,805	190,217	223,747	33,934	17.9%	223,747	193,319	3 FT: Director, Asst. Director and Rec Coordinator
01-4520-0801-1200	01452001	51200	PR- Sal/Wages PT	21,860	26,718	20,703	27,515	6,803	(19,915)	-74.5%	6,803	27,211	Part time office person 26 hrs/wk
01-4520-0801-1300	01452001	51300	PR- Sal/Wages OT	900	900	790	1,200	1,200	300	33.3%	1,200	900	Recreation Coordinator nights and weekends
			Salaries Total	204,568	217,431	184,298	218,931	231,750	14,319	6.6%	231,750	221,430	
01-4520-0801-2100	01452001	52100	PR- Health Insurance	61,729	51,551	40,604	32,231	34,455	(17,096)	-33.2%	34,455	34,753	YOY increase 6.9%
01-4520-0801-2110	01452001	52110	PR- Dental Insurance	3,368	3,286	2,605	4,086	4,180	894	27.2%	4,180	4,180	YOY increase 2.3%
01-4520-0801-2120	01452001	52120	PR- Life Insurance	300	300	232	315	362	62	20.7%	362	315	
01-4520-0801-2130	01452001	52130	PR- LTD Insurance	1,053	1,065	526	902	902	(163)	-15.3%	902	902	
01-4520-0801-2200	01452001	52200	PR- FICA	12,015	13,481	11,874	13,574	14,369	888	6.6%	14,369	13,729	Based on wages: 6.2%
01-4520-0801-2210	01452001	52210	PR- Medicare	2,810	3,153	2,777	3,175	3,360	208	6.6%	3,360	3,211	Based on wages: 1.45%
01-4520-0801-2300	01452001	52300	PR- Retirement Town	20,613	21,703	18,455	21,580	25,348	3,645	16.8%	25,348	21,898	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	101,888	94,539	77,074	75,862	82,976	(11,563)	-12.2%	82,976	78,987	
01-4520-0801-5000	01452001	55293	PR- Supplies	1,126	1,150	1,286	1,500	1,453	303	26.3%	1,500	1,150	Office supplies: pens, paper, ink and other supplies
01-4520-0801-5010	01452001	55224	PR- Postage	77	150	54	150	150	-	0.0%	150	150	General office mailing
01-4520-0801-5450	01452001	55088	PR- Dues	540	625	295	700	700	75	12.0%	700	625	NHRP/NRPA/NEPA Dues for Department Staff
			General Expenses Total	1,743	1,925	1,634	2,350	2,303	378	19.6%	2,350	1,925	
			Recreation Total	308,199	313,895	263,007	297,144	317,029	3,134	1.0%	317,076	302,342	A
Parks													
01-4520-0802-1110	01452002	51110	PK- Sal/Wages FT	67,041	69,077	58,236	70,346	70,346	1,269	1.8%	70,346	70,346	2 FT Employees
01-4520-0802-1300	01452002	51300	PK- Sal/Wages OT	5,475	5,500	5,922	5,500	5,500	-	0.0%	5,500	5,500	OT for 2 FT Employees
01-4520-0802-1400	01452002	51400	PK- Longevity Pay	600	700	-	800	800	100	14.3%	800	800	2 FT Employees
			Salaries Total	73,116	75,277	64,158	76,646	95,846	20,569	27.3%	95,846	95,846	
01-4520-0802-2100	01452002	52100	PK- Health Insurance	30,694	27,132	22,636	26,977	28,840	1,708	6.3%	28,840	28,840	YOY increase 6.9%
01-4520-0802-2110	01452002	52110	PK- Dental Insurance	999	1,022	851	1,022	1,045	23	2.3%	1,533	1,533	YOY increase 2.3%

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01-4520-0802-2120	01452002	52120	PK- Life Insurance	120	120	105	126	126	6	5.0%	126	126	126	
01-4520-0802-2200	01452002	52200	PK- FICA	4,303	4,667	3,780	4,752	5,942	1,275	27.3%	5,942	5,942	5,942	Based on wages: 6.2%
01-4520-0802-2210	01452002	52210	PK- Medicare	1,006	1,092	884	1,111	1,390	298	27.3%	1,390	1,390	1,390	Based on wages: 1.45%
01-4520-0802-2300	01452002	52300	PK- Retirement Town Benefits Total	8,285	8,567	7,301	8,641	8,641	74	0.9%	8,641	8,641	8,640	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
				45,407	42,599	35,557	42,629	45,984	3,385	7.9%	46,472	46,471	46,471	
01-4520-0802-4320	01452002	55319	PK- Vehicle Maintenance	4,692	3,000	953	3,000	3,000	-	0.0%	3,000	3,000	3,000	Need to purchase, tires, racks and other assorted vehicle accessories to increase productivity
01-4520-0802-4330	01452002	55108	PK- Equipment Repairs	753	850	614	950	950	100	11.8%	950	850	850	Old weed trimmers as well as other equipment needs constant repairs
01-4520-0802-4352	01452002	55239	PK- Park Maintenance	1,490	1,500	17	1,500	1,500	-	0.0%	1,500	1,500	1,500	playground repairs, fencing repairs, umbrellas
01-4520-0802-5090	01452002	55109	PK- Equipment Supplies	8,557	8,800	5,312	8,800	8,800	-	0.0%	8,800	8,800	8,800	flags, field paint, keys and locks, lumber misc.
01-4520-0802-5202	01452002	55058	PK- Contract Services	20,828	27,200	20,105	30,000	27,200	-	0.0%	27,200	27,200	27,200	Contracting services to mulch the playgrounds, mulch beds, while maintaining edging and weeding of sites.
01-4520-0802-5329	01452002	55164	PK- Landscaping Supplies	11,156	11,300	6,899	11,650	11,650	350	3.1%	11,650	11,300	11,300	Purchase of mulch, playground chips, flowers, weed fabric.
01-4520-0802-5330	01452002	55033	PK- Chem Toilet Rental	1,004	1,200	963	1,600	1,600	400	33.3%	1,600	1,200	1,200	brickyard park, swasey parkway, Rec Park in spring and fall as well as on the upper fields
01-4520-0802-5561	01452002	55267	PK- Signs	120	1,700	1,330	1,000	1,000	(700)	-41.2%	1,000	1,700	1,700	general sign replacement-New Adopter signs, New Kids Park Sign, New informational boards.
01-4520-0802-5671	01452002	55314	PK- Uniforms	725	750	527	750	750	-	0.0%	750	750	750	shoes, shirts, pants (pricing has increased for beathable material for shirts).
01-4520-0802-5875	01452002	55106	PK- Equipment Purchase	4,161	13,200	12,263	20,200	20,200	7,000	53.0%	20,200	20,200	20,200	Another New Mower to accommodate two mowing crews to increase efficiency as well as time management. New Debris loader due to the 25 year old loader that no longer has parts manufactured for it.
01-4520-0802-6260	01452002	55128	PK- Fuel	4,575	5,485	5,028	5,485	5,165	(320)	-5.8%	5,165	5,485	5,485	Fuel estimate
			General Expenses Total	58,060	74,985	54,011	84,935	81,815	6,830	9.1%	81,815	61,785	61,785	
01-4520-0802-7504	01452002	55283	PK- Stewart Park Maintenance Capital Outlay Total	1,292	19,500	18,257	5,534	5,534	(13,966)	-71.6%	5,534	19,500	19,500	Stewart Park new dock portion and crane rental for docks removal
				1,292	19,500	18,257	5,534	5,534	(13,966)	-71.6%	5,534	19,500	19,500	
			Parks Total	177,875	212,361	171,984	209,744	229,179	16,818	7.9%	229,667	223,602	223,602	A
			Total Parks & Recreation	486,074	526,256	434,990	506,888	546,208	19,952	3.8%	546,743	525,945	525,945	A

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Other Culture & Recreation														
Other Culture & Recreation														
01-4589-0804-8600	01452004	55111	OC- Exeter Arts Committee	2,985	6,000	6,086	1	1	(5,999)	-100.0%	1	6,000	6,000	Inactive Committee
01-4589-0804-8603	01452004	55036	OC- Christmas Lights	5,500	5,000	82	5,000	5,000	-	0.0%	5,000	5,000	5,000	Churchill's greenery 1,500, Unlit electric bill
01-4589-0804-8604	01452004	55063	OC- Council on Aging	-	1	-	1	1	-	0.0%	1	1	1	Council disbanded and Boston Post Cane ceremony taken over by Historical Society and senior transportation taken over by Transportation Committee
01-4589-0804-8605	01452004	55037	OC- Christmas Parade	5,542	3,000	491	3,000	3,000	-	0.0%	3,000	3,000	3,000	Christmas Parade committee grant
01-4589-0804-8610	01452004	55292	OC- Summer Concerts	9,100	9,000	9,875	11,000	9,000	-	0.0%	9,000	9,000	9,000	Summer concerts in Swasey Parkway (2 additional concerts)
Other Culture & Recreation Total				23,127	23,001	16,535	19,002	17,002	(5,999)	-26.1%	17,002	23,001	23,001	A
Special Events														
01-4583-0805-8606	01452005	55112	SE- Exeter Brass Band	3,500	3,500	3,500	3,500	3,500	-	0.0%	3,500	3,500	3,500	Payments to brass band performers
01-4583-0805-8607	01452005	55320	SE- Veteran's Activities	2,826	3,500	3,081	3,500	3,500	-	0.0%	3,500	3,500	3,500	Memorial Day flags, Vets Day flags, Lunch
01-4583-0805-8608	01452005	55006	SE- AIM Festival	7,500	8,000	8,750	8,000	8,000	-	0.0%	8,000	8,000	8,000	Fireworks for AIM Festival anticipated slight increase
Special Events Total				13,826	15,000	15,331	15,000	15,000	-	0.0%	15,000	15,000	15,000	A
Total Other Culture & Recreation				36,953	38,001	31,866	34,002	32,002	(5,999)	-15.8%	32,002	38,001	38,001	A
Public Library														
Library														
01-4550-0901-1110	01455001	51110	LB- Sal/Wages FT	440,667	463,838	324,156	474,182	474,182	10,344	2.2%	474,182	466,209	466,209	LY wages + 2.23%
01-4550-0901-1200	01455001	51200	LB- Sal/Wages PT	115,828	135,220	144,136	138,235	138,235	3,015	2.2%	138,235	136,174	136,174	LY wages + 2.23%
01-4550-0901-1400	01455001	51400	LB- Longevity Pay	10,200	9,950	-	-	-	(9,950)	-100.0%	-	-	-	Longevity Pay program terminated at end of FY17
Salaries Total				566,695	609,008	468,292	612,417	612,417	3,409	0.6%	612,417	602,383	602,383	
01-4550-0901-2100	01455001	52100	LB- Health Insurance	111,128	99,238	64,139	88,561	94,672	(4,566)	-4.6%	94,672	95,446	95,446	YOY increase 6.9%
01-4550-0901-2110	01455001	52110	LB- Dental Insurance	5,464	5,518	4,099	6,284	6,430	912	16.5%	6,430	6,430	6,430	YOY increase 2.3%
01-4550-0901-2120	01455001	52120	LB- Life Insurance	434	480	317	500	500	20	4.2%	500	500	500	
01-4550-0901-2130	01455001	52130	LB- LTD Insurance	1,391	1,393	984	1,180	1,180	(213)	-15.3%	1,226	1,226	1,226	
01-4550-0901-2200	01455001	52200	LB- FICA	34,115	37,758	28,378	37,970	37,970	211	0.6%	37,970	37,348	37,348	Based on wages: 6.2%
01-4550-0901-2210	01455001	52210	LB- Medicare	7,978	8,831	6,637	8,880	8,880	49	0.6%	8,880	8,735	8,735	Based on wages: 1.45%
01-4550-0901-2300	01455001	52300	LB- Retirement Town	41,772	53,917	36,813	53,464	53,464	(453)	-0.8%	53,464	53,676	53,676	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
01-4550-0901-2500	01455001	52500	LB- Unemployment Comp	-	3	-	260	260	257	8566.7%	260	260	260	Primex (2018 the Town had a credit balance)
	01455001	55172	LB- Liability Insurance	-	907	907	1,349	1,349	1,349		1,349	1,189	1,189	Primex (based on asset allocation)
01-4550-0901-2600	01455001	52600	LB- Workers Comp Insurance	2,521	2,685	2,688	2,846	2,846	161	6.0%	2,846	2,685	2,685	Primex 6% increase
Benefits Total				204,803	209,823	144,961	201,294	207,551	(2,272)	-1.1%	207,437	206,048	206,048	
01-4550-0901-4110	01455001	55326	LB- Water/Sewer Bills-Library	1,150	2,000	918	2,000	2,000	-	0.0%	2,000	2,000	2,000	
01-4550-0901-5547	01455001	55233	LB- Public Services	192,652	193,802	194,884	204,304	204,304	10,502	5.4%	204,304	193,802	193,802	Appropriation for general Library expenses paid directly by Library
General Expenses Total				193,802	195,802	195,802	206,304	206,304	10,502	5.4%	206,304	195,802	195,802	
Total Library				1,002,526	1,014,633	809,055	1,020,015	1,026,272	11,639	1.1%	1,026,158	1,004,233	1,004,233	A
Debt Service & Capital														
Debt Services														
01-4711-0921-8017	01471121	58003	GF- Epping Rd Water Tank	110,000	105,000	105,000	105,000	105,000	-	0.0%	105,000	105,000	105,000	2028 Final payment
01-4711-0921-8018	01471121	58005	GF- Great Dam Study	34,800	34,800	34,800	34,800	34,800	-	0.0%	34,800	34,800	34,800	2021 Final payment
01-4711-0921-8019	01471121	58006	GF- Norris Brook Culverts	60,000	55,000	55,000	55,000	55,000	-	0.0%	55,000	55,000	55,000	2019 Final payment
01-4711-0921-8052	01471121	58004	GF- Great Dam Removal	160,000	155,000	155,000	155,000	155,000	-	0.0%	155,000	155,000	155,000	2024 Final payment
01-4711-0921-8061	01471121	58008	GF- Linden St. Bridge/Culvert	70,000	70,000	70,000	70,000	70,000	-	0.0%	70,000	70,000	70,000	2025 Final payment
01-4711-0921-8062	01471121	58007	GF- Sidewalk Program	60,000	58,000	58,000	55,000	55,000	(3,000)	-5.2%	55,000	55,000	55,000	2025 Final payment
01-4711-0921-8258	01471121	58009	GF- Jady Hill Phase II Utilities	25,000	25,000	25,000	25,000	25,000	-	0.0%	25,000	25,000	25,000	2019 Final payment
01-4711-0921-8xxx	01471121	58026	GF- Lincoln Street Ph#2	98,858	98,858	98,858	97,188	97,188	(1,670)	-1.7%	97,188	97,188	97,188	2032 Final payment
01-4711-0921-8xxx	01471121	58029	GF- Court Street Culvert	117,928	117,928	116,090	116,090	116,090	(1,838)	-1.6%	116,090	116,090	116,090	2027 Final payment
01-4711-0921-8xxx	01471121		GF- String Bridge Rehabilitation				63,050	63,050	63,050		63,050	63,050	63,050	2023 Final payment
GF Debt Service Principal Total				519,800	719,586	719,586	776,128	776,128	56,542	7.9%	776,128	776,128	776,128	
01-4721-0922-8057	01472122	58514	GF- Epping Rd Water Tank Interest	62,162	57,740	56,234	53,519	53,519	(4,221)	-7.3%	53,519	53,519	53,519	2028 Final payment
01-4721-0922-8058	01472122	58516	GF- Great Dam Study Interest	5,550	4,506	4,505	3,114	3,114	(1,392)	-30.9%	3,114	3,114	3,114	2021 Final payment
01-4721-0922-8059	01472122	58517	GF- Norris Brook Culverts Interest	4,913	3,713	3,713	1,513	1,513	(2,200)	-59.3%	1,513	1,513	1,513	2019 Final payment
01-4721-0922-8060	01472122	58515	GF- Great Dam Removal Interest	63,495	55,335	55,335	47,430	47,430	(7,905)	-14.3%	47,430	47,430	47,430	2024 Final payment
01-4721-0922-8061	01472122	58519	GF- Linden St. Bridge/Culvert	20,786	17,916	17,916	15,046	15,046	(2,870)	-16.0%	15,046	15,046	15,046	2025 Final payment
01-4721-0922-8062	01472122	58518	GF- Sidewalk Program Interest	16,901	14,441	14,441	12,063	12,063	(2,378)	-16.5%	12,063	12,063	12,063	2025 Final payment
01-4721-0922-8258	01472122	58520	GF- Jady Hill Phase II Utilities Int	2,188	1,688	1,688	688	688	(1,000)	-59.2%	688	688	688	2019 Final payment
01-4721-0922-8xxx	01472122	58527	GF- Lincoln Street Ph#2		76,817	76,817	65,505	65,505	(11,312)	-14.7%	65,505	65,505	65,505	2032 Final payment

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
Version #4 - Select Board 12/01/2018													
Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/-(Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Board Budget	2019 Default Budget	Explanation
01-4721-0922-8xxx	01472122	58528	GF- Court Street Culvert		63,228	63,228	52,052	52,052	(11,176)	-17.7%	52,052	52,052	2027 Final payment
01-4721-0922-8xxx	01472122		GF- String Bridge Rehabilitation				18,715	18,715	-18,715		18,715	18,715	2023 Final payment
			GF Debt Service Interest Total	175,993	295,384	293,875	269,645	269,645	(25,738)	-8.7%	269,645	269,645	
01-4723-0923-9230	01472323	58501	GF- TAN Interest	-	1	-	1	1	-	0.0%	1	1	Reserve for Tax Anticipation Note
			TAN Interest Total	-	1	-	1	1	-	0.0%	1	1	
			Debt Services Total	695,793	1,014,970	1,013,481	1,045,774	1,045,774	30,804	3.0%	1,045,774	1,045,774	
Miscellaneous													
01-4194-0117-4313	01419417	55081	GG- Disaster Repairs - Insured	-	1	-	1	1	-	0.0%	1	1	
01-4196-0117-5010	01419417	55224	GG- Postage	(1,568)	1	10,594	1	1	-	0.0%	1	1	Town-wide postage reserve
	01419417	55060	GG- Cash Over/Short			173	1	1	1		1	1	Town-wide cash over/short in-house collections
01-4194-0117-5651	01419417	55189	GG- Misc Expense	27,006	1	206	1	1	-	0.0%	1	1	Internal audit entry
			General Expenses Total	25,438	3	10,974	4	4	1	33.3%	4	4	
Vehicle Replacement													
01-4194-0117-7301	01419416	57005	GG- CO - Leases	336,804	475,333	345,579	471,460	455,770	(19,563)	-4.1%	455,770	455,770	See separate list
01-4194-0117-7420	01419418	57012	GG- CO - Vehicles	62,168	173,960	86,116	65,898	67,346	(106,614)	-61.3%	65,898	65,898	See separate vehicle list
			Capital Outlay Total	398,972	649,293	431,694	537,358	523,116	(126,177)	-19.4%	521,668	521,668	
Cemetaries													
01-1495-0117-7xxx	01419500	57000	GG-CO-Cemetaries	-	1	-	1	1	-	0.0%	1	1	
				-	1	-	1	1	-	0.0%	1	1	
Capital Outlay-Other													
01-4194-0118-7454	01419900	55361	GG- CO- Land Acquisition/Purchase	-	1	-	1	1	-	0.0%	1	1	
01-4194-0118-7446	01419900	57006	GG- CO- Equipment	6,294	4,500	1,700	4,500	4,547	47	1.0%	4,500	4,500	Vehicle Data Gathering
			Capital Outlay Total	6,294	4,501	1,700	4,501	4,548	47	1.0%	4,501	4,501	
			General Government Total	430,704	653,798	444,368	541,864	527,669	(126,129)	-19.3%	526,174	526,174	
			Total Debt Service & Capital	1,126,497	1,668,769	1,457,829	1,587,638	1,573,443	(95,325)	-5.7%	1,571,948	1,571,948	

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
Version #4 - Select Board 12/01/2018													
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Benefits & Taxes													
Payroll Taxes & Benefits													
01-4155-0931-2000	01415531	52153	GG- AD&D Reserve	-	2,000				(2,000)	-100.0%		2,000	AD&D Reserve
01-4155-0931-2140	01415535	52140	GG- Insurance Buyout	118,400	117,257	98,934	115,505	126,023	8,766	7.5%	123,384	123,384	Health Insurance Buyout (20 employees)
01-4155-0931-2150	01415536	52150	GG-Retirement/ Sick Leave Buyout	64,697	1	98,446	1	1	-	0.0%	1	1	Use funds in Sick Leave CRF
01-4155-0931-5421	01415531	55125	GG- Flexible Spending Fees	910	1,110	726	1,221	1,221	111	10.0%	1,221	1,110	Fees for 37 employees FSA accounts (33 health % 4 depend care)
			Payroll Taxes & Benefits Total	184,007	120,368	198,106	226,457	127,245	6,877	5.7%	124,606	126,495	
Unemployment													
01-4155-0933-2500	01415533	52500	GG- Unemployment Comp	-	43	-	3,456	3,456	3,413	7937.2%	3,456	43	Primex (2018 the Town had a credit balance)
			Unemployment Total	-	43	-	3,456	3,456	3,413	7937.2%	3,456	43	
Worker's Compensation													
01-4155-0937-2600	01415537	52600	GG- Workers Comp Insurance	198,871	203,250	203,293	215,445	215,445	12,195	6.0%	215,445	203,250	Primex 6% increase
			Worker's Compensation Total	198,871	203,250	203,293	215,445	215,445	12,195	6.0%	215,445	203,250	
Insurance													
01-4196-0114-5211	01419614	55172	GG- Liability Insurance	98,226	96,608	94,732	83,450	83,450	(13,158)	-13.6%	54,684	96,608	Primex: Based upon allocation of assets and NNEPRA train platform insurance
01-4196-0114-5212	01419614	55124	GG- Fleet Insurance	12,047	11,596	11,596	8,317	8,317	(3,279)	-28.3%	7,335	11,596	Primex: Based upon allocation of assets
01-4196-0114-5214	01419614	55157	GG- Insurance Deductible	3,244	3,000	1,923	3,000	3,000	-	0.0%	3,000	3,000	Town has \$ 1K deductible per occurrence
01-4196-0114-5215	01419614	55158	GG- Ins Reimbursed Repairs	6,339	1	6,101	1	1	-	0.0%	1	1	
			Insurance Total	119,856	111,205	114,352	94,768	94,768	(16,437)	-14.8%	65,020	111,205	
			Total Benefits & Taxes	502,734	434,866	515,751	540,126	440,914	6,048	1.4%	408,527	440,993	A
			Total General Fund	17,790,724	18,836,060	14,944,706	19,185,619	19,268,547	432,488	2.3%	19,233,857	18,947,453	A
Warrant Articles/Other													
01-5000-0950-9073	01500000	59013	SEIU 1984 Collective Bargaining						-				SEIU 1984 Collective Bargaining- reclassified to respective departments
01-5000-0950-9074	01500000	59072	Sidewalk Program CRF		20,000	20,000		120,000	100,000	500.0%	120,000	120,000	Continues efforts of sidewalk repl CIP Page # 22 (BRC approved)
01-5000-0950-9099	01500000	59017	Sick Leave Expendable Trust Fund	50,000	100,000				(100,000)	-100.0%			Sick Leave Fund held and invested by Trustee of Trust Funds
01-5000-0950-9117	01500000	59049	Snow/Ice Deficit Fund	50,000	50,000				(50,000)	-100.0%			Snow/Ice Deficit Non-Capital CRF
01-5000-0950-9000	01500000	59000	Exeter Professional Firefighters' Association						-				
01-5000-0950-9000	01500000	59000	Epping Road Sidewalk Extension (TAP Grant Match/Sidewalks)					940,000	940,000		940,000	940,000	CIP Page #6 \$ 940K- Includes \$ 752K NHDOT Grant (80/20 Grant) and \$188K general taxation as a grant match. Dependent upon receiving the grant. (Rec by BRC)
01-5000-0950-9000	01500000	59073	Portable Radio Replacement		73,897	72,098			(73,897)	-100.0%			Fire Dept request for 22 radios in CIP
01-5000-0950-9000	01500000	59000	Intersection Improvements Program					50,000	50,000		50,000	50,000	CIP P#22 Study of unsignalized intersections (Rec by BRC)
01-5000-0950-9000	01500000	59075	Cemetery CRF		27,000	27,000			(27,000)	-100.0%			Maintenance of Town owned inactive cemeteries
01-5000-0950-9000	01500000	59000	Swasey Parkway CRF		7,500				(7,500)	-100.0%			Create a CRF for Swasey Parkway Pavilion using escrow account funds
01-5000-0950-9000	01500000	59000	ADA Accessibility CRF					50,000	50,000		50,000	50,000	CIP P#1 Establish a CRF for ADA study (Rec by BRC)
01-5000-0950-9000	01500000	59000	Parks & Rec CRF					100,000	100,000		100,000	100,000	Recommended by BRC
01-5000-0950-9000	01500000	59000	Dispatch Communication upgrade					153,451	153,451		153,451	153,451	CIP P#19 (Rec by BRC)
01500000	59000		Pickpocket Dam Reclassification					40,000	40,000		40,000	40,000	CIP Page #24 High Hazard Dam - need storm analysis and dam modification- water frontage in Brentwood, but Exeter owns the dam. BRC reduced to \$40K
01500000	59000		Equipment CRF				100,000	80,000	80,000		80,000	80,000	Establish CRF for vehicle/equipment purchases (BRC recommends an equipment CRF for \$80K -no vehicles)
			Total Warrant Articles	137,865	278,397	119,098	100,000	1,533,451	1,255,054	450.8%	1,533,451	1,533,451	
Borrowing/ Other													
01-5000-0950-9000	01500000	59000	Library Renovation/Expansion					4,505,885	4,505,885		4,505,885	4,505,885	CIP Page #8 BRC Recommends WAR
01-5000-0950-9000	01500000	59000	Recreation Park Renovation Design & Engineering					250,000	250,000		250,000	250,000	CIP P#9 - BRC Recommends WAR
01-5000-0950-9000	01500000	59000	Salem St. Area Utility Replacements					30,000	30,000		30,000	30,000	CIP P#27 Drainage design (has Water and Sewer Fund components) (BRC approves)
			Borrowing/Other Total	-	-	-	-	4,785,885	4,785,885		4,785,885	4,785,885	
			GF Warrant Articles/Other Total	137,865	278,397	119,098	338,923	6,319,336	6,040,939	2169.9%	6,319,336	6,319,336	
			Total General Fund Budget & Warrant Articles	17,928,589	19,114,457	15,063,804	19,524,542	25,587,883	6,473,427	33.9%	25,553,193	25,266,789	

Town of Exeter													
Water Fund													
Version #4 - Select Board 12/01/2018													
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WATER FUND Administration													
02-4330-0621-1110	02433021	51110	WA- Sal/Wages FT	176,599	193,192	130,586	197,910	195,835	2,643	1.4%	195,835	196,161	2 FT W/S Mgr Eng & Eng Tec Split 50/50, and GF allocations
02-4330-0621-1210	02433021	51210	WA- Sal/wages Temp	6,973	3,500	2,688	3,500	3,500	-	0.0%	3,500	3,500	PT Seasonal Employee 50/50 W&S Split
			Salaries Total	183,572	196,692	133,274	201,410	199,335	2,643	1.3%	199,335	199,661	
02-4330-0621-2100	02433021	52100	WA- Health Insurance	44,828	38,781	21,697	40,151	42,921	4,140	10.7%	42,921	43,147	Allocations from GF
02-4330-0621-2110	02433021	52110	WA- Dental Insurance	3,290	3,164	1,768	3,005	3,237	73	2.3%	3,237	3,200	Allocations from GF
02-4330-0621-2120	02433021	52120	WA- Life Insurance	252	290	184	310	305	15	5.2%	305	305	Allocations from GF
02-4330-0621-2130	02433021	52130	WA- LTD Insurance	660	681	510	577	577	(104)	-15.3%	589	589	Allocations from GF
02-4330-0621-2140	02433021	52140	WA - Health Insurance Buyout	3,344	2,575	1,932	2,575	2,196	(379)	-14.7%	2,196	2,575	Allocations from GF
02-4330-0621-2200	02433021	52200	WA- FICA	11,797	12,195	8,178	12,487	12,359	164	1.3%	12,359	12,379	Based on wages: 6.2%
02-4330-0621-2210	02433021	52210	WA- Medicare	2,758	2,852	1,917	2,920	2,890	38	1.3%	2,890	2,895	Based on wages: 1.45%
02-4330-0621-2300	02433021	52300	WA- Retirement Town	19,837	21,985	14,835	22,289	22,278	293	1.3%	22,278	22,119	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
02-4330-0621-2600	02433021	52600	WA- Workers Comp Insurance	4,407	4,504	4,504	4,774	4,774	270	6.0%	4,774	4,504	Primex 6% increase
			Benefits Total	91,172	87,027	55,525	89,089	91,537	4,510	5.2%	91,549	91,713	
02-4330-0621-5000	02433021	55293	WA- Supplies	3,648	4,000	1,747	4,000	4,000	-	0.0%	4,000	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% Supplies/maint. multi-function plotter
02-4330-0621-5200	02433021	55055	WA- Consulting Services	1,813	5,000	1,900	5,000	5,000	-	0.0%	5,000	5,000	Misc. Consulting Services
02-4330-0621-5212	02433021	55124	WA- Fleet Insurance	416	400	400	390	390	(10)	-2.5%	344	400	Primex- Based upon allocation of assets
02-4330-0621-5213	02433021	55228	WA- Property Insurance	79,198	76,207	76,207	53,224	53,224	(22,983)	-30.2%	46,940	76,207	Primex- Based upon allocation of assets
02-4330-0621-5214	02433021	55157	WA- Insurance Deductible	-	1	-	1	1	-	0.0%	1	1	Line item for insurance deductible
	02433021	55158	WA- Insurance Reimbursed Repairs	-	-	-	1,000	1,000	1,000	-	1,000	1,000	Damage repairs on insurance claims
02-4330-0621-5224	02433021	55170	WA- Legal Expense	-	5,000	-	5,000	5,000	-	0.0%	5,000	5,000	Legal expenses wellhead negotiations, administrative orders
02-4330-0621-5310	02433021	55190	WA- Mobile Communications	258	800	314	800	800	-	0.0%	800	800	20% Director, Town Engineer, Ast Engineer cellphones, 50% W/S Manager
02-4330-0621-5400	02433021	55002	WA- Advertising	-	500	-	500	500	-	0.0%	500	500	Bid packages, Requests for Proposals
02-4330-0621-5500	02433021	55227	WA- Printing	1,550	2,600	2,154	2,600	2,600	-	0.0%	2,600	2,600	Annual Consumer Confidence Rpt (CCR) & postage
02-4330-0621-5560	02433021	55171	WA- Legal/Public Notices	6,028	6,000	4,317	5,000	5,000	(1,000)	-16.7%	5,000	6,000	Notice of main flushing, Public Hearings, violations
02-4330-0621-5810	02433021	55050	WA- Conf Rooms/Meals	493	1,750	486	2,000	2,000	250	14.3%	2,000	1,750	Annual national conference & WSME
02-4330-0621-5820	02433021	55091	WA- Education/Training	5,435	5,500	4,529	6,000	6,000	500	9.1%	6,000	5,500	Treatment, Distribution & Backflow required CEUs & Dues
			General Expenses Total	98,839	107,758	92,054	85,515	85,515	(22,243)	-20.6%	79,185	107,758	
			Administration Total	373,583	391,477	280,853	376,014	376,387	(15,090)	-3.9%	370,069	399,132	A
Billing													
02-4331-0624-1110	02433124	51110	WB- Sal/Wages FT	70,719	72,827	56,697	74,647	74,647	1,820	2.5%	74,647	73,969	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
02-4331-0624-1200	02433124	51200	WB- Sal/Wages PT	4,104	7,302	6,713	11,373	11,373	4,071	55.8%	11,373	7,498	1 PT Utilities Clerk 24 hrs/wk (from 16 hrs/wk PRYR) (50/50 split W&S)
02-4331-0624-1300	02433124	51300	WB- Sal/Wages OT	672	700	525	706	706	6	0.9%	706	700	Allocations from GF
02-4331-0624-1400	02433124	51400	WB - Longevity Pay	488	500	375	500	500	-	0.0%	500	500	Allocations from GF
			Salaries Total	75,983	81,329	64,310	87,226	87,226	5,897	7.3%	87,226	82,667	
02-4331-0624-2100	02433124	52100	WB- Health Insurance	27,880	24,645	19,513	24,261	25,935	1,290	5.2%	25,935	26,195	Allocations from GF
02-4331-0624-2110	02433124	52110	WB- Dental Insurance	1,546	1,579	1,261	1,679	1,718	139	8.8%	1,718	1,718	Allocations from GF
02-4331-0624-2120	02433124	52120	WB- Life Insurance	98	98	77	118	118	20	20.4%	118	118	Allocations from GF
02-4331-0624-2130	02433124	52130	WB - LTD Insurance	164	169	126	144	144	(25)	-14.8%	149	149	Allocations from GF
02-4331-0624-2200	02433124	52200	WB- FICA	4,590	5,042	3,896	5,408	5,408	366	7.3%	5,408	5,125	Based on wages: 6.2%
02-4331-0624-2210	02433124	52210	WB- Medicare	1,072	1,179	911	1,265	1,265	86	7.3%	1,265	1,199	Based on wages: 1.45%
02-4331-0624-2300	02433124	52300	WB- Retirement Town	8,102	8,424	6,540	8,536	8,536	112	1.3%	8,536	8,475	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
02-4331-0624-2600	02433124	52600	WB- Workers Comp Insurance	1,028	1,050	1,113	1,113	1,113	63	6.0%	1,113	1,050	Primex 6% increase
			Benefits Total	44,480	42,187	33,374	42,524	44,237	2,050	4.9%	44,242	44,029	
02-4331-0624-5000	02433124	55200	WB- Supplies	2,937	3,500	2,610	3,500	3,500	-	0.0%	3,500	3,500	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
02-4331-0624-5010	02433124	55224	WB- Postage	4,748	4,500	4,483	4,800	4,800	300	6.7%	4,800	4,500	Increase due to certified shut-off notices
02-4331-0624-5200	02433124	55055	WB- Consulting Services	218	2,000	-	2,000	2,000	-	0.0%	2,000	2,000	Allocation of actuarial costs for GASB compliance \$500 and Tyler consulting services \$1,500

Town of Exeter													
Water Fund													
Version #4 - Select Board 12/01/2018													
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02-4331-0624-5220	02433124	55014	WB- Audit Fees	8,250	8,250	8,250	8,250	8,250	-	0.0%	8,250	8,250	Audit Fees for Melanson & Health
02-4331-0624-5320	02433124	55213	WB- Phone Utilization	4,920	4,175	2,989	4,200	4,200	25	0.6%	4,200	4,175	12.5% allocation of IT phone utilization
02-4331-0624-5683	02433124	55159	WB- Internet Services	-	1,155	-	1,155	1,155	-	0.0%	1,155	1,155	12.5% allocation of IT internet services (website)
02-4331-0624-5740	02433124	55270	WB- Software Agreement	4,001	9,900	10,273	15,000	9,900	-	0.0%	9,900	9,900	Munis and partial year of Munismart Software Agreement, Water Smart meter portal \$5k annual maintenance (50/50 split W&S)
02-4331-0624-5820	02433124	55091	WB- Education/Training	-	50	-	50	50	-	0.0%	50	50	W/S Billing Collection Staff
			General Expenses Total	25,074	33,530	28,605	38,955	33,855	325	1.0%	33,855	33,530	
			Water Billing Total	145,536	157,046	126,289	168,705	165,318	8,272	5.3%	165,323	160,226	A
Distribution													
02-4332-0622-1110	02433222	51110	WD- Sal/Wages FT	186,300	200,670	163,175	196,396	196,396	(4,275)	-2.1%	196,396	203,489	8 FT split 50/50 Water Distribution/Sewer Collection
02-4332-0622-1300	02433222	51300	WD- Sal/Wages OT	28,347	21,000	19,962	21,000	21,000	-	0.0%	21,000	21,000	Avg's OT rate = \$35/hr, 600 hours; for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
02-4332-0622-1310	02433222	51310	WD- Sal/Wages Stand-By				3,640	3,640	3,640		3,640	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
02-4332-0622-1400	02433222	51400	WD- Longevity Pay	2,175	2,375	750	1,625	1,625	(750)	-31.6%	1,625	2,375	7 FT per union contract, split 50/50 WD/SC
			Salaries Total	216,821	224,045	183,886	222,661	222,661	(1,385)	-0.6%	222,661	230,504	
02-4332-0622-2100	02433222	52100	WD- Health Insurance	59,658	52,662	41,429	53,962	57,687	5,025	9.5%	57,279	57,279	YOY increase 6.9%
02-4332-0622-2110	02433222	52110	WD- Dental Insurance	3,216	4,036	2,528	4,436	4,538	502	12.4%	4,538	4,538	YOY increase 2.3%
02-4332-0622-2120	02433222	52120	WD- Life Insurance	231	240	202	252	252	12	5.0%	252	252	
02-4332-0622-2200	02433222	52200	WD- FICA	13,231	13,891	11,483	13,805	13,805	(86)	-0.6%	13,805	14,291	Based on wages: 6.2%
02-4332-0622-2210	02433222	52210	WD- Medicare	3,094	3,249	2,686	3,229	3,229	(20)	-0.6%	3,229	3,342	Based on wages: 1.45%
02-4332-0622-2300	02433222	52300	WD- Retirement Town	24,394	25,496	21,027	25,103	25,103	(394)	-1.5%	25,103	26,052	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
02-4332-0622-2600	02433222	52600	WD- Workers Comp Insurance	8,190	8,370	8,370	8,872	8,872	502	6.0%	8,872	8,872	Primex 6% increase
			Benefits Total	112,015	107,943	87,725	109,658	113,484	5,541	5.1%	113,077	114,626	
02-4332-0622-4300	02433222	55022	WD- Building Maintenance	6,718	6,500	764	7,000	7,000	500	7.7%	7,000	6,500	9 water pumping stations/wells
02-4332-0622-4309	02433222	55021	WD- Brush Cutting	2,835	3,000	-	-	-	(3,000)	-100.0%	-	3,000	Skinner Spring, SWTP lagoons, GWTP, Well Building, Pump station/towers; conducting in-house in 2019
02-4332-0622-4311	02433222	55105	WD- Equipment Maintenance	1,368	6,000	159	7,000	7,000	1,000	16.7%	7,000	6,000	Pumps, generators, misc equipment
02-4332-0622-4312	02433222	55252	WD- Road Repairs	12,107	10,000	4,806	10,000	10,000	-	0.0%	10,000	10,000	Trench patch, materials, crushing (replacing deteriorating service saddles); may use contractor
02-4332-0622-4320	02433222	55319	WD- Vehicle Maintenance	6,592	6,750	6,010	7,000	7,000	250	3.7%	7,000	6,750	10 vehicles, 3 trailers split 50/50 WD/SC
02-4332-0622-4370	02433222	55296	WD- System Maintenance	36,702	47,000	33,111	54,000	54,000	7,000	14.9%	54,000	47,000	5 Hydrant assemblies, risers, service saddles, curbstops, pipe, valve boxes, other parts; \$1k automatic flushing hydrant
02-4332-0622-4372	02433222	55059	WD- Contracted Maintenance	219,171	219,171	164,378	158,723	158,723	(60,448)	-27.6%	158,723	219,171	Tank Rehabilitation- 1 MG Hampton Rd Prgm \$42,000/year; 1.5 MG Epping Rd Tower Maint. Prgm \$116,723/year
02-4332-0622-5265	02433222	55173	WD- Licenses	615	800	790	800	800	-	0.0%	800	800	Distribution licenses exams/renewals \$50/ea
02-4332-0622-5310	02433222	55190	WD- Mobile Communication	940	1,050	540	1,050	1,050	-	0.0%	1,050	1,050	Increase 2 to 4 MiFi's (50%)
02-4332-0622-5327	02433222	55134	WD- General Hand Tools	723	1,500	1,251	1,500	1,500	-	0.0%	1,500	1,500	Drills, bits, taps, dies, ratchet wrenches
02-4332-0622-5341	02433222	55003	WD- Drug/Alcohol Testing	946	900	142	900	900	-	0.0%	900	900	Contract w/CEOH; required (per USDOT) random testing for all CDL holders & screening new hires
02-4332-0622-5610	02433222	55257	WD- Safety Equipment	3,706	3,500	1,704	3,500	3,500	-	0.0%	3,500	3,500	PPE incl hardhats, gloves, Tyvek suits, respirators
02-4332-0622-5671	02433222	55314	WD- Uniforms	2,013	2,145	1,054	2,145	2,145	-	0.0%	2,145	2,145	8 split 50/50 WD/SC
02-4332-0622-5681	02433222	55136	WD- GIS Software	4,996	4,500	2,771	4,500	4,500	-	0.0%	4,500	4,500	Software revisions/maintenance; handheld and software agreement with TISales
02-4332-0622-5759	02433222	55188	WD- Metering & Back Flow	69,508	75,000	41,792	80,000	80,000	5,000	6.7%	80,000	75,000	Rebuild/replace meters to AWWA accuracy specifications, backflow devices, brass fittings
02-4332-0622-5760	02433222	55235	WD- Pump Station & Towers	29,644	24,450	16,100	41,950	41,950	17,500	71.6%	41,950	24,450	Pumps, I/O cards, check valve rebuilds, fuses/breakers; Stadium Well rehab \$17,500 in 2019
02-4332-0622-6210	02433222	55194	WD- Natural Gas	6,011	9,000	5,643	9,000	9,000	-	0.0%	9,000	9,000	Heating/generator fuel; new generators at new well buildings
02-4332-0622-6220	02433222	55092	WD- Electricity	71,644	70,000	56,069	70,000	70,000	-	0.0%	70,000	70,000	Water Pumping Stations and towers; 3 wells
02-4332-0622-6260	02433222	55128	WD- Fuel	9,886	9,140	9,001	10,000	10,000	860	9.4%	10,000	9,140	Fuel estimate
			General Expenses Total	486,123	500,406	346,084	469,068	469,068	(31,338)	-6.3%	469,068	500,406	
			Water Distribution Total	814,959	832,394	617,695	801,387	805,213	(27,181)	-3.3%	804,805	845,535	A

Town of Exeter													
Water Fund													
Version #4 - Select Board 12/01/2018													
Account Number	Org	Object	Description	2017 Actual	2018 Budget	2018 Actual YTD October	2019 DH Preliminary Budget	2019 BRC Budget	2019 BRC Budget vs. 2018 Budget \$ Increase/-(Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Select Board Budget	2019 Default Budget	Explanation
Treatment													
02-4335-0623-1110	02433523	51110	WT- Sal/Wages FT	213,561	220,066	186,367	223,482	227,482	7,416	3.4%	227,482	223,296	1 FT WTP Ops Spr, 1 Snr Op, 2 WTP Ops
02-4335-0623-1300	02433523	51300	WT- Sal/Wages OT	32,127	19,075	28,214	19,075	19,075	-	0.0%	19,075	19,075	
02-4335-0623-1310	02433523	51310	WT- Sal/Wages Stand-By	-	5,040	2,520	7,280	7,280	2,240	44.4%	7,280	7,280	Pay for after hours on-call status, \$140/week per union contract
02-4335-0623-1400	02433523	51400	WT- Longevity Pay	1,200	1,300	-	1,300	1,300	-	0.0%	1,300	1,300	2 FT per union contract
			Salaries Total	246,888	245,481	217,101	251,137	255,137	9,656	3.9%	255,137	250,951	
02-4335-0623-2100	02433523	52100	WT- Health Insurance	98,658	87,208	72,757	86,503	92,472	5,264	6.0%	92,472	92,693	YOY increase 6.9%
02-4335-0623-2110	02433523	52110	WT- Dental Insurance	6,207	6,350	5,292	6,350	6,496	146	2.3%	6,496	6,496	YOY increase 2.3%
02-4335-0623-2120	02433523	52120	WT- Life Insurance	320	300	263	315	315	15	5.0%	315	315	
02-4335-0623-2200	02433523	52200	WT- FICA	14,474	15,220	12,798	15,570	15,818	599	3.9%	15,818	15,559	Based on wages: 6.2%
02-4335-0623-2210	02433523	52210	WT- Medicare	3,385	3,559	2,993	3,641	3,699	140	3.9%	3,699	3,639	Based on wages: 1.45%
02-4335-0623-2300	02433523	52300	WT- Retirement Town	27,843	27,936	24,490	28,313	28,760	824	3.0%	28,760	28,293	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
02-4335-0623-2600	02433523	52600	WT- Workers Comp Insurance	8,187	8,368	8,368	8,871	8,871	503	6.0%	8,870	8,368	Primex 6% increase
			Benefits Total	159,074	148,941	128,960	149,564	156,432	7,491	5.0%	156,431	155,363	
02-4335-0623-4300	02433523	55022	WT- Building Maintenance	8,728	12,000	11,922	12,000	12,000	-	0.0%	12,000	12,000	3 buildings @ SWTP & GWTP Lagoon cleaning \$29K (this only needs to be done every 3 to 5 years); GWTP waste basin \$20k (this will be done in-house)
02-4335-0623-43xx	02433523	55368	WT- GWTP Basin/Lagoon Cleaning		49,000	20,000	5,000	5,000	(44,000)	-89.8%	5,000	49,000	
02-4335-0623-4311	02433523	55105	WT- Equipment Maintenance	20,297	30,350	31,838	28,000	28,000	(2,350)	-7.7%	28,000	30,350	Repair pumps & blowers; replacement parts; chemical tubing; new chloramine process; well & pump inspection \$1,650; UV lamps, sensors & ballasts \$3,700
02-4335-0623-5080	02433523	55294	WT- Supplies Lab Equip	9,086	13,000	5,314	13,000	13,000	-	0.0%	13,000	13,000	Additional chloramine testing - reagents & field units; Safe Drinking Water Act (SDWA) compliance
02-4335-0623-5200	02433523	55055	WT- Consulting	27,430	35,000	31,225	20,000	20,000	(15,000)	-42.9%	20,000	35,000	TTHM compliance; new UV & chloramine assistance
02-4335-0623-5202	02433523	55270	WT- Software Equip/Contracted Services	6,553	7,000	(3,886)	10,000	10,000	3,000	42.9%	10,000	7,000	Maint. service for SCADA/telemetry, hydraulic model H2O Map
02-4335-0623-5265	02433523	55173	WT- Licenses	1,515	1,500	-	1,200	1,200	(300)	-20.0%	1,200	1,500	Treatment licenses exams/renewals \$50/ea
02-4335-0623-5310	02433523	55190	WT- Mobile Communication	1,970	1,500	1,210	1,500	1,500	-	0.0%	1,500	1,500	WTP Operations Supervisor cellphone and WTP Ipad for SCADA
02-4335-0623-5610	02433523	55257	WT- Safety Equipment	984	1,500	283	1,500	1,500	-	0.0%	1,500	1,500	Boots, gloves, hard hats, eye & hearing protection
02-4335-0623-5671	02433523	55314	WT- Uniforms	1,834	2,400	697	2,400	2,400	-	0.0%	2,400	2,400	
02-4335-0623-5740	02433523	55271	WT- Software Agree/Contract	6,951	7,000	2,144	7,000	7,000	-	0.0%	7,000	7,000	SCADA software maintenance service
02-4335-0623-5756	02433523	55072	WT- Dam Registrations	1,900	1,900	-	3,000	3,000	1,100	57.9%	3,000	1,900	Annual NHDES fees/Reservoir Dam
02-4335-0623-5757	02433523	55229	WT-Property Taxes	307	200	153	200	200	-	0.0%	200	200	Skinner Springs in Stratham (Pickpocket Dam in Brentwood now tax exempt)
02-4335-0623-5984	02433523	55161	WT- Lab testing	25,657	25,000	26,748	26,000	26,000	1,000	4.0%	26,000	25,000	Coliform bacteria, organic carbon, volatile & synthetic, unregulated contaminant monitoring rule (UCMR); mandatory testing for Cryptosporidium for 1 more year
02-4335-0623-5985	02433523	55034	WT- Chemicals	70,502	90,000	57,910	90,000	90,000	-	0.0%	90,000	90,000	10 existing chemicals plus ammonia for chloramines \$24k (new in 2018)
02-4335-0623-6210	02433523	55194	WT- Natural Gas	16,421	27,500	9,667	27,500	25,000	(2,500)	-9.1%	25,000	27,500	heating/generator fuel
02-4335-0623-6220	02433523	55092	WT- Electricity	70,740	93,525	50,613	93,525	80,000	(13,525)	-14.5%	80,000	93,525	Pumps, lights, etc; new UV \$5,525
02-4335-0623-6260	02433523	55128	WT- Fuel	1,746	1,215	2,030	2,000	2,000	785	64.6%	2,000	1,215	Pick up truck at Water Treatment Plant
02-4335-0623-7620	02433523	55211	WT- Phone Lease Alarms	1,801	4,945	3,649	4,945	4,945	-	0.0%	4,945	4,945	Switched out Fairpoint DSL to Comcast cable 2 yr contract for increased communication stability & reliability
			General Expenses Total	274,420	404,535	251,518	348,770	332,745	(71,790)	-17.7%	332,745	404,535	
			Water Treatment Total	680,382	798,957	595,579	749,471	744,314	(54,643)	-6.8%	744,313	810,849	A
Debt Service													
02-4711-0625-8113	02471125	58024	DS- Water Tank SRF	182,576	188,696	188,696	195,021	195,021	6,325	3.4%	195,021	195,021	2028 Final payment
02-4711-0625-8114	02471125	58010	DS- Water Line- Main & Lincoln Sts	125,000	125,000	125,000	125,000	125,000	-	0.0%	125,000	125,000	2024 Final payment
02-4711-0625-8119	02471125	58022	DS- Water Line Replacement- JH	153,700	153,700	153,700	153,700	153,700	-	0.0%	153,700	153,700	2021 Final payment
02-4711-0625-8120	02471125	58012	DS- Portsmouth Ave Waterline	16,071	16,071	16,071	16,071	16,071	-	0.0%	16,071	16,071	2023 Final payment
02-4711-0625-8121	02471125	58014	DS- Waste Stream Reduction	41,252	41,901	41,901	-	-	(41,901)	-100.0%	-	-	2018 Final payment
02-4711-0625-8122	02471125	58015	DS-Water Meter Replacement	104,102	105,735	105,735	107,383	107,383	1,648	1.6%	107,383	107,383	2019 Final payment
02-4711-0625-8123	02471125	58023	DS- Lary Lane GWTP SRF	136,882	215,514	-	219,738	219,738	4,224	2.0%	219,738	219,738	2036 Final payment
02-4711-0625-8xxx	02471125	58027	DS- Lincoln Street Phase #2	-	9,758	9,758	9,593	9,593	(165)	-1.7%	9,593	9,593	2032 Final payment
02-4711-0625-8xxx	02471125	58028	DS- Court Street Culvert	-	3,972	3,972	3,910	3,910	(62)	-1.6%	3,910	3,910	2027 Final payment
			Water Debt Service Principal Total	759,583	860,347	644,833	830,416	830,416	(29,931)	-3.5%	830,416	830,416	

Town of Exeter													
Sewer Fund													
Version #4 - Select Board 12/01/2018													
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SEWER FUND													
Administration													
03-4320-0631-1110	03432031	51110	SA- Sal/Wages FT	176,599	193,192	131,986	197,910	195,835	2,643	1.4%	195,835	196,161	2 FT W/S Mgr Eng & Eng Tec Split 50/50 and GF allocations
03-4320-0631-1210	03432031	51210	SA- Sal/Wages Temp	2,304	3,500	1,527	3,500	3,500	-	0.0%	3,500	3,500	PT Seasonal Employee 50/50 W&S Split
			Salaries Total	178,903	196,692	133,513	201,410	199,335	2,643	1.3%	199,335	199,661	
03-4320-0631-2100	03432031	52100	SA- Health Insurance	44,780	38,781	21,697	40,151	42,921	4,140	10.7%	42,921	43,147	Allocations from GF
03-4320-0631-2110	03432031	52110	SA- Dental Insurance	3,338	3,164	1,768	3,005	3,237	73	2.3%	3,237	3,200	Allocations from GF
03-4320-0631-2120	03432031	52120	SA- Life Insurance	252	290	132	310	305	15	5.2%	305	305	Allocations from GF
03-4320-0631-2130	03432031	52130	SA- LTD Insurance	660	681	510	577	577	(104)	-15.3%	589	589	Allocations from GF
03-4320-0631-2140	03432031	52140	SA- Health Insurance Buyout	3,344	2,575	1,932	2,575	2,196	(379)	-14.7%	2,196	2,575	Allocations from GF
03-4320-0631-2200	03432031	52200	SA- FICA	10,945	12,195	8,125	12,487	12,359	164	1.3%	12,359	12,379	Based on wages: 6.2%
03-4320-0631-2210	03432031	52210	SA- Medicare	2,559	2,852	1,905	2,920	2,890	38	1.3%	2,890	2,895	Based on wages: 1.45%
03-4320-0631-2300	03432031	52300	SA- Retirement Town	19,837	21,985	14,871	22,289	22,278	293	1.3%	22,278	22,119	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
03-4320-0631-2600	03432031	52600	SA- Workers Comp Insurance	4,407	4,504	4,504	4,774	4,774	270	6.0%	4,774	4,504	Primex 6% increase
			Benefits Total	90,121	87,027	55,444	89,089	91,537	4,510	5.2%	91,549	91,713	
03-4320-0631-5000	03432031	55293	SA- Supplies	2,720	4,000	1,080	4,000	4,000	-	0.0%	4,000	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% supplies/maint. multi-function plotter
03-4320-0631-5010	03432031	55224	SA- Postage	3,366	2,000	1,527	2,000	2,000	-	0.0%	2,000	2,000	Postage allocation, IPP notices and MOR reports
03-4320-0631-5200	03432031	55055	SA- Consulting Services	6,365	49,500	9,247	11,000	11,000	(38,500)	-77.8%	11,000	49,500	WW Lagoon groundwater discharge permit; PFAS/PFOA
03-4320-0631-5212	03432031	55124	SA- Fleet Insurance	1,848	1,780	1,780	771	771	(1,009)	-56.7%	680	1,780	Primex- Based upon allocation of assets
03-4320-0631-5213	03432031	55228	SA- Property Insurance	43,025	41,414	41,414	80,158	80,158	38,744	93.6%	70,694	41,414	Primex- Based upon allocation of assets
03-4320-0631-5214	03432031	55158	SA-Insurance Reimbursed Repairs	-	-	-	1,000	1,000	1,000	-	1,000	1,000	Damage repairs on insurance claims
03-4320-0631-5224	03432031	55170	SA- Legal Expense	-	5,000	2,063	5,000	5,000	-	0.0%	5,000	5,000	Legal expenses related to EPA permit issues
03-4320-0631-5310	03432031	55190	SA- Mobile Communications	322	800	361	800	800	-	0.0%	800	800	20% Director, Town Engineer, Ast Engineer cellphones, 50% W/S Manager
03-4320-0631-5400	03432031	55002	SA- Advertising	-	500	-	500	500	-	0.0%	500	500	Bid packages, requests for proposals
03-4320-0631-5610	03432031	55257	SA- Safety Equipment	85	-	(80)	-	-	-	-	-	-	asbestos pipe OSHA standards, confined space equip. maint (moved to SC & ST)
03-4320-0631-5810	03432031	55050	SA- Conf Rooms/Meals	531	1,750	873	2,000	2,000	250	14.3%	2,000	1,750	Annual national conference
03-4320-0631-5820	03432031	55091	SA- Education/Training	3,467	4,000	3,270	4,500	4,500	500	12.5%	4,500	4,000	Increase training for new WWTP
			General Expenses Total	61,729	110,744	61,535	111,729	111,729	985	0.9%	102,174	110,744	
			Administration Total	330,752	394,463	250,492	402,228	402,601	8,138	2.1%	393,058	402,118	A

Town of Exeter													
Sewer Fund													
Version #4 - Select Board 12/01/2018													
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Billing													
03-4321-0634-1110	03432134	51110	SB- Sal/Wages FT	70,047	72,827	56,220	74,647	74,647	1,820	2.5%	74,647	73,969	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
03-4321-0634-1200	03432134	51200	SB- Sal/Wages PT	4,095	7,302	6,806	11,373	11,373	4,071	55.8%	11,373	7,498	1 PT Utilities Clerk 24 hrs/wk (from 16 hrs/wk PRYR) (50/50 split W&S)
03-4321-0634-1300	03432134	51300	SB- Sal/Wages OT	672	700	525	706	706	6	0.9%	706	700	Allocations from GF
03-4321-0634-1400	03432134	51400	SB- Longevity Pay	488	500	375	500	500	-	0.0%	500	500	Allocations from GF
			Salaries Total	75,302	81,329	63,926	87,226	87,226	5,897	7.3%	87,226	82,667	
03-4321-0634-2100	03432134	52100	SB- Health Insurance	27,880	24,645	19,513	24,261	25,935	1,290	5.2%	25,935	26,195	Allocations from GF
03-4321-0634-2110	03432134	52110	SB- Dental Insurance	1,546	1,579	1,261	1,679	1,718	139	8.8%	1,718	1,718	Allocations from GF
03-4321-0634-2120	03432134	52120	SB- Life Insurance	98	98	77	118	118	20	20.4%	118	118	Allocations from GF
03-4321-0634-2130	03432134	52130	SB - LTD Insurance	164	169	126	144	144	(25)	-14.8%	149	149	Allocations from GF
03-4321-0634-2200	03432134	52200	SB- FICA	4,552	5,042	3,874	5,408	5,408	366	7.3%	5,408	5,125	Based on wages: 6.2%
03-4321-0634-2210	03432134	52210	SB- Medicare	1,063	1,179	906	1,265	1,265	86	7.3%	1,265	1,199	Based on wages: 1.45%
03-4321-0634-2300	03432134	52300	SB- Retirement Town	8,028	8,424	6,502	8,536	8,536	112	1.3%	8,536	8,475	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
03-4321-0634-2600	03432134	52600	SB- Workers Comp Insurance	1,134	1,050	1,050	1,113	1,113	63	6.0%	1,113	1,050	Primex 6% increase
			Benefits Total	44,463	42,187	33,309	42,524	44,237	2,050	4.9%	44,242	44,029	
03-4321-0634-5000	03432134	55200	SB- Supplies	3,055	3,500	2,662	3,500	3,500	-	0.0%	3,500	3,500	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
03-4321-0634-5010	03432134	55224	SB- Postage	1,383	4,500	2,000	2,000	2,000	(2,500)	-55.6%	2,000	4,500	Postage for sewer bills
03-4321-0634-5200	03432134	55055	SB- Consulting Services	218	2,000	-	2,000	2,000	-	0.0%	2,000	2,000	Allocation of actuarial costs for GASB compliance \$500 and Tyler consulting services \$1,500
03-4321-0634-5220	03432134	55014	SB- Audit Fees	8,250	8,250	8,250	8,250	8,250	-	0.0%	8,250	8,250	Audit Fees for Melanson & Health
03-4321-0634-5320	03432134	55213	SB- Phone Utilization	3,364	4,175	3,314	4,200	4,200	25	0.6%	4,200	4,175	12.5% allocation of IT phone utilization
03-4321-0634-5470	03432134	55247	SB- Registry of Deeds	16	25	-	25	25	-	0.0%	25	25	Sewer Lien Releases
03-4321-0634-5683	03432134	55159	SB- Internet Services	-	1,155	-	1,155	1,155	-	0.0%	1,155	1,155	12.5% allocation of IT internet services (website)
03-4321-0634-5730	03432134	55048	SB- Computer Software	4,001	-	-	-	-	-	-	-	-	
03-4321-0634-5740	03432134	55270	SB- Software Agreement	-	9,900	10,273	15,000	9,900	-	0.0%	9,900	9,900	Munis and partial year of Munismart Software Agreement, Water Smart meter portal \$5k annual maintenance (50/50 split W&S)
03-4321-0634-5820	03432134	55091	SB- Education & Training	-	50	-	50	50	-	0.0%	50	50	W/S Billing Collection Staff
			General Expenses Total	20,287	33,555	26,499	36,180	31,080	(2,475)	-7.4%	31,080	33,555	
			Sewer Billing Total	140,052	157,071	123,734	165,930	162,543	5,472	3.5%	162,548	160,251	A

Town of Exeter													
Sewer Fund													
Version #4 - Select Board 12/01/2018													
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Collection													
03-4325-0632-1110	03432532	51110	SC- Sal/Wages FT	186,428	200,670	161,573	196,396	196,396	(4,275)	-2.1%	196,396	203,489	8 FT split 50/50 WD/SC
03-4325-0632-1300	03432532	51300	SC- Sal/Wages OT	36,307	21,000	7,453	21,000	21,000	-	0.0%	21,000	21,000	WD/SC/VVWTP/PS (calls from dispatch or SCADA alarms)
03-4325-0632-1310	03432532	51310	SC- Sal/Wages Stand-By	-	-	280	3,640	3,640	3,640		3,640	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
03-4325-0632-1400	03432532	51400	SC- Longevity Pay	2,175	2,375	750	1,625	1,625	(750)	-31.6%	1,625	2,375	8 FT per union contract split 50/50 WD/SC
			Salaries Total	224,911	224,045	170,056	222,661	222,661	(1,385)	-0.6%	222,661	230,504	
03-4325-0632-2100	03432532	52100	SC-Health Insurance	59,658	52,662	41,429	53,962	57,687	5,025	9.5%	57,279	57,279	YOY increase 6.9%
03-4325-0632-2110	03432532	52110	SC- Dental Insurance	3,216	4,036	2,528	4,436	4,538	502	12.4%	4,538	4,538	YOY increase 2.3%
03-4325-0632-2120	03432532	52120	SC- Life Insurance	231	240	202	252	252	12	5.0%	252	252	
03-4325-0632-2200	03432532	52200	SC- FICA	13,391	13,891	10,201	13,805	13,805	(86)	-0.6%	13,805	14,291	Based on wages: 6.2%
03-4325-0632-2210	03432532	52210	SC- Medicare	3,132	3,249	2,386	3,229	3,229	(20)	-0.6%	3,229	3,342	Based on wages: 1.45%
03-4325-0632-2300	03432532	52300	SC- Retirement Town	25,341	25,496	19,296	25,103	25,103	(394)	-1.5%	25,103	26,052	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
03-4325-0632-2600	03432532	52600	SC- Workers Comp Ins	8,189	8,370	8,369	8,871	8,871	501	6.0%	8,871	8,370	Primex 6% increase
			Benefits Total	113,159	107,943	84,411	109,657	113,483	5,540	5.1%	113,076	114,124	
03-4325-0632-4300	03432532	55022	SC- Building Maintenance	4,998	10,000	4,107	10,000	10,000	-	0.0%	10,000	10,000	10 pumping stations
03-4325-0632-4309	03432532	55021	SC- Brush Cutting	2,489	3,500	-	-	-	(3,500)	-100.0%	-	3,500	Cross-Country sewers (Ashbrook to Gilman); conducting in-house in 2019
03-4325-0632-4311	03432532	55105	SC- Equipment Maintenance	4,782	5,000	1,739	5,000	5,000	-	0.0%	5,000	5,000	consumables; repairs; cutting heads
03-4325-0632-4312	03432532	55252	SC- Road Repairs	3,436	5,000	2,632	5,000	5,000	-	0.0%	5,000	5,000	Sewer trench paving; compaction test requirements, service repairs at mains
03-4325-0632-4315	03432532	55153	SC- I/I Abatement	24,918	20,000	-	20,000	20,000	-	0.0%	20,000	20,000	Reclassified from Capital Outlay - maintenance item Catch Basin removal, smoke & dye testing
03-4325-0632-43XX	03432532	55369	SC- Pipe Relining	-	40,000	-	40,000	40,000	-	0.0%	40,000	40,000	Relining vitrified clay, RCP
03-4325-0632-4320	03432532	55319	SC- Vehicle Maintenance	7,124	6,750	5,046	7,000	7,000	250	3.7%	7,000	6,750	10 vehicles, 3 trailers, split 50/50 with water dist
03-4325-0632-4365	03432532	55140	SC- Grit Removal	506	2,500	1,319	2,500	2,500	-	0.0%	2,500	2,500	Transport of gravel, sand, etc. to Waste Management from WWTP
03-4325-0632-4366	03432532	55179	SC- Manhole Maintenance	83,830	69,600	14,409	69,600	69,600	-	0.0%	69,600	69,600	Manholes, piping & service repairs
03-4325-0632-4367	03432532	55236	SC- Pump & Control Maintenance	48,893	49,450	32,331	49,450	49,450	-	0.0%	49,450	49,450	Maintain 22 sewer pumps; wear rings, impellers, shaft couplings, seals
03-4325-0632-5265	03432532	55173	SC- Licenses	1,101	1,000	670	1,000	1,000	-	0.0%	1,000	1,000	12 licenses for 8 individuals in sewer collection; 1/2 master electrician (due in Nov)
03-4325-0632-5310	03432532	55190	SC- Mobile Communications	940	1,050	701	1,050	1,050	-	0.0%	1,050	1,050	increase 2 to 4 MiFi's (50%)
03-4325-0632-5325	03432532	55362	SC- Emergency Repairs	149,776	-	-	-	-	-	-	-	-	2017 High Street Sewer Break
03-4325-0632-5341	03432532	55003	SC- Drug/Alcohol Testing	1,032	800	322	800	800	-	0.0%	800	800	7 employees, Contract w/CEOH; required (per USDOT) random testing for all CDL holders & screening new hires
03-4325-0632-5610	03432532	55257	SC- Safety Equipment	2,098	2,250	1,843	2,250	2,250	-	0.0%	2,250	2,250	PPE & tools for new asbestos pipe OSHA standards, confined space equip. maint.
03-4325-0632-5671	03432532	55314	SC- Uniforms	1,962	2,145	982	2,145	2,145	-	0.0%	2,145	2,145	7 split 50/50 WD/SC
03-4325-0632-5681	03432532	55136	SC- GIS Software	4,084	4,500	2,771	4,500	4,500	-	0.0%	4,500	4,500	Software revisions/maintenance; handheld and software agreement with TISales
03-4325-0632-5682	03432532	55260	SC- SCADA Software	1,755	3,000	-	3,000	3,000	-	0.0%	3,000	3,000	Software annual maintenance; I/O cards
03-4325-0632-5761	03432532	55301	SC- Tools	2,102	2,500	1,224	2,500	2,500	-	0.0%	2,500	2,500	Sewer augers, CCTV parts
03-4325-0632-6210	03432532	55194	SC- Natural Gas	10,436	11,150	15,788	13,000	11,150	-	0.0%	11,150	11,150	Heat/Generator fuel
03-4325-0632-6220	03432532	55092	SC- Electricity	69,986	80,000	65,110	82,000	82,000	2,000	2.5%	82,000	80,000	Heat, lights, pumps, etc. (new power for MPS grinder pump)
03-4325-0632-6260	03432532	55128	SC- Fuel	9,955	9,140	9,001	10,000	10,000	860	9.4%	10,000	9,140	Diesel, propane, gasoline for vehicles, equipment and pumping stations
			General Expenses Total	436,204	329,335	159,995	330,795	328,945	(390)	-0.1%	328,945	329,335	
			Collection Total	774,305	661,323	414,461	663,113	665,089	3,766	0.6%	664,681	673,962	A

Town of Exeter													
Sewer Fund													
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Treatment													
03-4326-0633-1110	03432633	51110	ST- Sal/Wages FT	113,076	147,940	106,843	204,772	204,772	56,832	38.4%	204,772	192,427	4 FT Operators
03-4326-0633-1300	03432633	51300	ST- Sal/Wages OT	21,566	16,000	23,371	19,000	19,000	3,000	18.8%	19,000	16,000	average OT rate = \$36.95/hr, 514 hours
03-4326-0633-1310	03432633	51310	ST- Sal/Wages Stand-By ST- Sal/Wages Storm Related FEMA	-	4,900	3,620	7,280	7,280	2,380	48.8%	7,280	7,280	Pay for after hours on-call status, \$140/week per union contract
03-4326-0633-1350	03432633	51350	OT		1	-	1	1	-	0.0%	1	1	Expenses related to declared emergencies
03-4326-0633-1400	03432633	51400	ST- Longevity Pay	2,050	2,100	-	2,100	2,100	-	0.0%	2,100	2,100	2 FT per union contract
			Salaries Total	136,692	170,941	133,834	233,153	233,153	62,212	36.4%	233,153	217,808	
03-4326-0633-2100	03432633	52100	ST- Health Insurance	37,856	50,130	27,918	77,718	83,081	32,951	65.7%	76,107	76,107	YOY increase 6.9%
03-4326-0633-2110	03432633	52110	ST- Dental Insurance	2,247	3,839	1,915	5,873	6,008	2,369	65.1%	5,190	5,190	YOY increase 2.3%
03-4326-0633-2120	03432633	52120	ST- Life Insurance	120	165	105	252	252	87	52.7%	252	252	
03-4326-0633-2200	03432633	52200	ST- FICA	8,090	10,598	7,961	14,455	14,455	3,857	36.4%	14,455	13,504	Based on wages: 6.2%
03-4326-0633-2210	03432633	52210	ST- Medicare	1,892	2,479	1,862	3,381	3,381	902	36.4%	3,381	3,158	Based on wages: 1.45%
03-4326-0633-2300	03432633	52300	ST- Retirement Town	15,416	19,453	15,085	26,285	26,285	6,832	35.1%	26,285	24,629	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
03-4326-0633-2600	03432633	52600	ST- Workers Comp Insurance	8,189	8,369	8,369	8,871	8,871	502	6.0%	8,871	8,369	Primex 6% increase
			Benefits Total	73,810	94,833	63,214	136,835	142,333	47,500	50.1%	134,541	131,209	
03-4326-0633-4223	03432633	55192	ST- Mowing	7,500	8,000	-	-	-	(8,000)	-100.0%	-	8,000	Clear brush & cattails from Clemson's Pond and lagoons (conduct in-house in 2019)
03-4326-0633-4300	03432633	55022	ST- Building Maintenance	6,489	6,000	5,528	8,000	8,000	2,000	33.3%	8,000	6,000	3 high exposure buildings; 6 new buildings & 4 large process tanks in 2019
03-4326-0633-4311	03432633	55105	ST- Equipment Maintenance	20,466	35,000	27,449	45,000	50,000	15,000	42.9%	50,000	35,000	Chem feed pumps, flow meters, motorized valves, aerators; new centrifuges (2), RAS/WAS pumps (6), UV disinfection in 2019
03-4326-0633-4343	03432633	55337	ST- Weed Control	1,220	1,700	628	1,700	1,700	-	0.0%	1,700	1,700	Invasive species control in lagoons
03-4326-0633-4364	03432633	55204	ST- Outfall Dredging	4,163	-	-	6,500	6,500	6,500	-	6,500	6,500	biennial cleaning
03-4326-0633-4368	03432633	55154	ST- Industrial Pre-treat	10,900	11,000	6,894	15,000	11,000	-	0.0%	11,000	11,000	5 significant industry permits with monitoring
03-4326-0633-4371	03432633	55220	ST- Pond/Lagoon Maintenance	2,453	2,500	1,306	2,500	2,500	-	0.0%	2,500	2,500	Inter-lagoon sluice gates/piping, chlorine chamber adj, weirs, etc.; repair aerator pontoons
03-4326-0633-5265	03432633	55173	ST- Licenses	777	1,200	240	1,200	1,200	-	0.0%	1,200	1,200	Required training for licensing; professional development; master electrician 15 hr training
03-4326-0633-5310	03432633	55190	ST- Mobile Communications	754	1,000	768	1,000	1,000	-	0.0%	1,000	1,000	WWTP Operators, 1 MiFi for SCADA backup
03-4326-0633-5341	03432633	55003	ST- Drug/Alcohol Testing			16			-				Contract w/CEOH; required (per USDOT) random testing for all CDL holders & screening new hires
03-4326-0633-5610	03432633	55257	ST- Safety Equipment	1,441	1,300	602	2,000	2,000	700	53.8%	2,000	2,000	PPE, gas monitors, Tyvek suits, gloves, confined space equip. maint.
03-4326-0633-5671	03432633	55314	ST- Uniforms	917	1,350	792	1,350	1,350	-	0.0%	1,350	1,350	uniforms for 2 operators
03-4326-0633-5682	03432633	55260	ST- SCADA Software/Hardware	2,155	10,000	750	10,000	5,000	(5,000)	-50.0%	5,000	10,000	Software revisions/annual maintenance
03-4326-0633-5756	03432633	55072	ST- Dam Registration	1,500	1,500	-	1,500	1,500	-	0.0%	1,500	1,500	Annual NHDES fees for WWTP and Clemson Pond lagoons
03-4326-0633-5984	03432633	55161	ST- Lab Testing	58,887	60,000	44,972	60,000	60,000	-	0.0%	60,000	60,000	CSO testing, NPDES nitrogen testing, EPA effluent testing, groundwater monitor report, \$32K river monitoring & TN annual report
03-4326-0633-5985	03432633	55034	ST- Chemicals	20,500	20,500	27,280	35,000	80,000	59,500	290.2%	80,000	20,500	Chlorination/dechlorination; polymer & supplemental carbon in 2019 (BRC-Revision per Wright Pierce)
	03432633		ST- Solids Handling			-	168,000	100,000	100,000		100,000		biweekly centrifuge solids generation & weekly disposal at Turnkey starting May 2019 (BRC-estimated 6 month cost per Wright Pierce)
03-4326-0633-6210	03432633	55194	ST- Natural Gas	5,752	10,500	6,050	10,500	16,500	6,000	57.1%	16,500	10,500	Building heat
03-4326-0633-6220	03432633	55092	ST- Electricity	120,228	110,000	116,610	110,000	206,000	96,000	87.3%	206,000	110,000	Aerators, lights, recirc. & chem feed pumps (BRC-increase per Wright Pierce)
03-4326-0633-6260	03432633	55128	ST- Fuel	1,359	1,500	1,257	3,000	3,000	1,500	100.0%	3,000	1,500	2 vehicles
03-4326-0633-6262	03432633	55131	ST- Gas Monitoring	-	100	-	100	100	-	0.0%	100	100	Hydrogen sulfide monitoring
			General Expenses Total	267,461	283,150	241,141	482,350	557,350	274,200	96.8%	557,350	283,850	
			Sewer Treatment Total	477,962	548,924	438,189	852,338	932,836	383,912	69.9%	925,044	632,867	A

Town of Exeter													
Sewer Fund													
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Debt Service													
03-4711-0635-8210	03471135	58020	DS- Sewer Line Replacement	101,500	101,500	101,500	101,500	101,500	-	0.0%	101,500	101,500	2021 Final payment
03-4711-0635-8217	03471135	58017	DS- Water Street Interceptor	68,276	68,276	68,276	-	-	(68,276)	-100.0%	-	-	2018 Final payment
03-4711-0635-8218	03471135	58021	DS- Wastewater Facilities Design	50,000	50,000	50,000	50,000	50,000	-	0.0%	50,000	50,000	2019 Final payment
03-4711-0635-8219	03471135	58009	DS- Jady Hill Phase II	130,000	130,000	130,000	130,000	130,000	-	0.0%	130,000	130,000	2032 Final payment
03-4711-0635-8220	03471135	58013	DS- Portsmouth Av Sewerline	83,929	83,929	83,929	83,929	83,929	-	0.0%	83,929	83,929	2023 Final payment
03-4711-0635-8221	03471135	58011	DS- Sewerline Lincoln & Main Sts	20,000	20,000	20,000	20,000	20,000	-	0.0%	20,000	20,000	2024 Final payment
03-4711-0635-8xxx	03471135	58025	DS- Lincoln Street Ph#2		54,134	54,134	53,219	53,219	(915)	-1.7%	53,219	53,219	2032 Final payment
			Sewer Debt Service Principal Total	453,704	507,839	507,839	438,648	438,648	(69,191)	-13.6%	438,648	438,648	
03-4721-0636-8250	03472136	58511	DS- Sewer Line Replacement	16,188	13,143	13,143	9,063	9,063	(4,080)	-31.0%	9,063	9,063	2021 Final payment
03-4721-0636-8256	03472136	58509	DS- Water St Interceptor	1,447	724	724	-	-	(724)	-100.0%	-	-	2018 Final payment
03-4721-0636-8257	03472136	58523	DS- WW Facilities Design	4,375	3,375	3,375	1,375	1,375	(2,000)	-59.3%	1,375	1,375	2019 Final payment
03-4721-0636-8258	03472136	58520	DS- Jady Hill Phase II	72,525	69,925	69,925	64,725	64,725	(5,200)	-7.4%	64,725	64,725	2032 Final payment
03-4721-0636-8259	03472136	58505	DS- Portsmouth Ave Sewerlines	30,743	26,043	26,043	21,343	21,343	(4,700)	-18.0%	21,343	21,343	2023 Final payment
03-4721-0636-8260	03472136	58503	DS- Sewerline Lincoln & Main Sts	7,140	6,120	6,120	5,100	5,100	(1,020)	-16.7%	5,100	5,100	2024 Final payment
03-4721-0636-8xxx	03472136	58526	DS- Lincoln Street Ph#2	-	42,064	42,064	35,870	35,870	(6,194)	-14.7%	35,870	35,870	2032 Final payment
			Sewer Debt Service Interest Total	132,418	161,394	161,394	137,476	137,476	(23,918)	-14.8%	137,476	137,476	
			Debt Service Total	586,122	669,233	669,233	576,124	576,124	(93,109)	-13.9%	576,124	576,124	
03-4723-0638-8050	03472438	58500	SF- BAN Interest	45,242	-	-	-	-	-	-	-	-	Interest on BAN (WWTP Engineering design)
			BAN Total	45,242	-	-	-	-	-	-	-	-	
Capital Outlay													
03-4902-0637-7301	03490237	57010	CO- Capital Outlay - Leases	75,502	91,370	88,347	16,680	16,680	(74,690)	-81.7%	16,680	16,680	See separate Lease schedule
03-4902-0637-7454	03490237	55361	CO- Capital Outlay - Land Acquisition/Purchase		1	-	1	1	-	0.0%	1	1	
03-4902-0637-7419			CO- Capital Outlay- WWTP				112,000	90,000	90,000		90,000		Comminutor rebuild at MPS/Webster \$22k; Front St PS replace 2 pumps & gate valves \$60k; aerators \$30K
03-4902-0637-7420	03490237	57009	CO- Capital Outlay - Vehicle	20,679	45,581	12,065	-	-	(45,581)	-100.0%	-	-	See separate vehicle schedule
			Capital Outlay Total	96,181	136,952	100,412	128,681	106,681	(30,271)	-22.1%	106,681	16,681	A
			Sewer Fund Total	2,450,617	2,567,965	1,996,522	2,788,413	2,845,874	277,909	10.8%	2,828,137	2,462,004	A
Warrant Articles/Other													
	03500000	59087	NHDES Stormwater Asset Plan		30,000				(30,000)	-100.0%			NHDES Wastewater Grant
01-5000-0950-9xxx			Salem St. Area Utility Replacements				145,000	145,000	145,000		145,000	145,000	CIP P#27 Design (has General and Water Fund components) (BRC approves)
01-5000-0950-9xxx			Squamscott River Sewer Siphons				800,000		-				CIP # 40 BRC does not recommend at this time- defer
01-5000-0950-9xxx			Folsom Street PS Rehabilitation				200,000		-				BRC does not recommend at this time- defer
			Warrant Articles Total	-	30,000	-	1,145,000	145,000	115,000	383.3%	145,000	145,000	
			Total Sewer Fund with WAR	2,450,617	2,597,965	1,996,522	3,952,357	2,990,874	392,909	15.1%	2,973,137	2,607,004	

Town of Exeter						
2019 Preliminary Budget						
Additional Personnel/Contracted Services						
Dept/Position Title	Account	Jan-Jun	Jul-Dec	FY	Notes	FY Impact
1 Recreation: Office Manager	Sal/Wages FT	11,013	22,517	33,530	9 mos at FT	44,543
	Sal/Wages PT	6,803	-	6,803	3 mos at PT (26 hr/wk)	-
	Health Insurance	-	-	-		-
	Dental Insurance	-	-	-		-
	Life Insurance	16	31.50	47		63
	FICA	1,105	1,396	2,501		2,762
	Medicare	258	327	585		646
	Retirement Town	1,253	2,515	3,768		5,069
Total		20,448	26,786	47,234		53,083
2 Fire Admin: Office Clerk	Sal/Wages PT	3,013	7,835	10,848	New- 36 weeks (20 hr/wk)	15,670
	FICA	187	486	673		972
	Medicare	44	114	157		227
	Total	3,244	8,434	11,678		16,868
3 Fire Suppression: FF/Paramedic	Sal/Wages FT	-	25,410	25,410	New- 6 mos	50,820
	Sal/Wages Holiday Pay	-	1,955	1,955	New- 6 mos (7 days)	3,072
	Health Insurance	-	12,140	12,140	New- 6 mos family plan	24,279
	Dental Insurance	-	836	836	New- 6 mos family plan	1,672
	Life Insurance	-	32	32		63
	Medicare	-	397	397		781
	Retirement Fire	-	8,234	8,234		16,216
	Total	-	49,003	49,003		96,903
4 Fire Suppression: FF/Paramedic	Sal/Wages FT	-	25,410	25,410	New- 6 mos	50,820
	Sal/Wages Holiday Pay	-	1,955	1,955	New- 6 mos (7 days)	3,072
	Health Insurance	-	8,992	8,992	New- 6 mos 2 person plan	17,985
	Dental Insurance	-	477	477	New- 6 mos 2 person plan	953
	Life Insurance	-	32	32		63
	Medicare	-	397	397		781
	Retirement Fire	-	8,234	8,234		16,216
	Total	-	45,496	45,496		89,890
5 Town Clerk: Asst Town Clerk	Sal/Wages PT	5,232	11,336	16,568	New- 38 weeks (25 hr/wk)	22,672
	FICA	324	703	1,027		1,406
	Medicare	76	164	240		329
	Total	5,632	12,203	17,835		24,406
7 Town Manager: Administrative Asst	Sal/Wages PT	5,018	14,497	19,515	New- 35 weeks (29 hr/wk)	28,994
	FICA	311	899	1,210		1,798
	Medicare	73	210	283		420
	Total	5,402	15,606	21,008		31,212
8 Parks: Seasonal Temps	Sal/Wages PT	9,600	9,600	19,200	2 PT temps \$12/hr for 20 weeks each	19,200
	FICA	595	595	1,190		1,190
	Medicare	139	139	278		278
	Total	10,334	10,334	20,669		20,669
9 PW: Maintenance	Contracted Services	8,667	17,333	26,000	Contracted cleaning	34,700
General Fund Total				238,923		367,731
6 Sewer Treatment: Sewer Plant Operator	Sal/Wages FT	-	10,878	10,878	New- 3 mos	43,514
	Health Insurance		5,556	5,556	New- 3 mos family plan	22,223
	Dental Insurance		447	447	New- 3 mos family plan	1,787
	Life Insurance		16	16		63
	FICA		674	674		2,698
	Medicare		158	158		631
	Retirement Town		1,215	1,215		4,860
	Total	-	18,944	18,944		75,776
Sewer Fund Total				18,944		75,776

Town of Exeter											
Budget 2019											
Public Works Maintenance-Town Buildings											
Account Number	Org	Object	Description	2017 Budget	2017 Actual	2018 Budget	2018 Actual YTD October	2019 Prelim Budget	2019 SB	2019 Default	Explanation
Recreation Center											
01-4311-0607-4110	01419407	55326	Parks & Rec-Water/Sewer Bills	4,500	700	4,500	951	4,500	4,500	4,500	Pool House, Court St bldg & garage, Town Hse Common
01-4311-0607-4300	01419407	55022	Parks& Rec- Building Maintenance	4,314	2,989	4,000	2,510	4,000	4,000	4,000	Pool House, Court St bldg & garage
01-4311-0607-6210	01419407	55194	Parks & Rec- Natural Gas	10,000	6,083	8,000	4,948	8,000	8,000	8,000	Natural Gas for Rec Center
01-4311-0607-6220	01419407	55092	Parks & Rec- Electricity	12,000	12,015	12,000	11,073	12,000	12,000	12,000	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unitil
			General Expenses Total	30,814	21,787	28,500	19,483	28,500	28,500	28,500	
			Recreation Center Total	30,814	21,787	28,500	19,483	28,500	28,500	28,500	
Town Hall											
01-4311-0608-4110	01419408	55326	Town Hall- Water/Sewer Bills	300	456	500	895	600	600	500	Water & Sewer for Town Hall
01-4311-0608-4300	01419408	55022	Town Hall- Building Maintenance	7,000	12,041	10,000	6,751	10,000	10,000	10,000	restrooms, heating system, lighting, doors, locks
01-4311-0608-6210	01419408	55194	Town Hall- Natural Gas	18,000	11,851	18,000	10,173	18,000	18,000	18,000	
01-4311-0608-6220	01419408	55092	Town Hall- Electricity	9,800	5,609	8,500	5,554	8,500	8,500	8,500	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unitil; LED retrofits payback
			General Expenses Total	35,100	29,957	37,000	23,373	37,100	37,100	37,000	
			Town Hall Total	35,100	29,957	37,000	23,373	37,100	37,100	37,000	
Town Office											
01-4311-0609-4110	01419409	55326	Town Office- Water/Sewer Bills	650	796	700	446	850	850	700	Water & Sewer for Town Office
01-4311-0609-4300	01419409	55022	Town Office- Building Maintenance	10,000	10,829	10,000	8,172	10,000	10,000	10,000	HVAC, fans, lighting, carpet cleaning, electrical circuits, doors, locks, office configs
01-4311-0609-6210	01419409	55194	Town Office- Natural Gas	9,000	6,494	9,000	5,958	9,000	9,000	9,000	
01-4311-0609-6220	01419409	55092	Town Office- Electricity	18,000	13,258	16,500	11,476	16,000	16,000	16,500	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unitil
			General Expenses Total	37,650	31,377	36,200	26,053	35,850	35,850	36,200	
			Town Office Total	37,650	31,377	36,200	26,053	35,850	35,850	36,200	
Senior Center											
01-4311-0610-4110	01419410	55326	Sr Center- Water/Sewer Bills	650	808	650	667	750	750	650	Water & Sewer for Senior Center
01-4311-0610-4300	01419410	55022	Sr Center -Building Maintenance	4,000	2,996	4,000	921	4,000	4,000	4,000	heating system, air conditioners, lighting, plumbing & electrical
01-4311-0610-6210	01419410	55194	Sr Center - Natural Gas	4,000	3,326	4,000	2,840	4,200	4,200	4,000	
01-4311-0610-6220	01419410	55092	Sr Center- Electricity	5,000	3,790	5,000	3,008	5,000	5,000	5,000	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unitil
			General Expenses Total	13,650	10,920	13,650	7,436	13,950	13,950	13,650	
			Senior Center Total	13,650	10,920	13,650	7,436	13,950	13,950	13,650	
Safety Complex											
01-4311-0611-4110	01419411	55326	SC- Water/Sewer Bills	4,000	5,263	4,000	8,403	5,500	5,500	4,000	Water & Sewer for Safety Complex
01-4311-0611-4300	01419411	55022	SC- Building Maintenance	12,000	13,121	12,000	5,254	12,000	12,000	12,000	plumbing, 10 - 12' high overhead doors, 24/7 operation
01-4311-0611-6210	01419411	55194	SC- Natural Gas	16,000	9,708	15,000	7,937	12,000	12,000	15,000	Natural Gas for Safety Complex; new boilers, solar domestic hot water
01-4311-0611-6220	01419411	55092	SC- Electricity	47,500	38,799	45,000	27,994	42,000	42,000	45,000	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unitil
			General Expenses Total	79,500	66,891	76,000	49,587	71,500	71,500	76,000	
			Safety Complex Total	79,500	66,891	76,000	49,587	71,500	71,500	76,000	
DPW Complex											
01-4311-0612-4110	01419412	55326	DPW Complex- Water/Sewer Bills	700	753	800	1,116	850	850	800	Sewer only (on private well)
01-4311-0612-4300	01419412	55022	DPW Complex- Building Maintenance	12,000	11,567	12,000	1,955	12,000	12,000	12,000	HVAC, unit heaters, lighting, electrical, 16 - 12' overhead doors, waste oil furnace, well pump, wash bay, admin building, hwy/maint garages, salt barn
01-4311-0612-6210	01419412	55194	DPW Complex Natural Gas	18,000	17,641	18,000	12,104	18,500	18,500	18,000	Natural Gas for DPW Complex
01-4311-0612-6220	01419412	55092	DPW Complex- Electricity	19,000	14,695	16,500	11,482	17,000	17,000	16,500	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unitil

Town of Exeter											
Budget 2019											
Public Works Maintenance-Town Buildings											
Account Number	Org	Object	Description	2017 Budget	2017 Actual	2018 Budget	2018 Actual YTD October	2019 Prelim Budget	2019 SB	2019 Default	Explanation
			General Expenses Total	49,700	44,656	47,300	26,658	48,350	48,350	47,300	
			DPW Complex Total	49,700	44,656	47,300	26,658	48,350	48,350	47,300	
Train Station											
01-4311-0613-4110	01419413	55326	Train Station- Water/Sewer Bills	100	87	100	41	100	100	100	Water & Sewer for Train Station (seasonal)
01-4311-0613-5000	01419413	55293	Train Station- Supplies	3,800	1,537	3,800	51	3,800	3,800	3,800	Light fixtures, ice melt, electrical breakers, signage
01-4311-0613-6220	01419413	55092	Train Station-Electricity	7,500	3,779	6,000	4,412	6,000	6,000	6,000	Supply- UMG fixed price contract expires 11/30/21;
			General Expenses Total	11,400	5,403	9,900	4,504	9,900	9,900	9,900	Delivery- Unutil
01-4311-0613-7623	01419413	55305	Train Station- Platform Lease	3,100	3,144	3,150	3,244	3,244	3,244	3,150	Platform Lease for Train Station
			Capital Outlay Total	3,100	3,144	3,150	3,244	3,244	3,244	3,150	
			Train Station Total	14,500	8,547	13,050	7,748	13,144	13,144	13,050	
Swasey Parkway											
	01458908	51200	Swasey Parkway- Sal/Wages PT				93				
	01458908	52200	Swasey Parkway- FICA				6				
	01458908	52210	Swasey Parkway- Medicare				1				
01-4194-0116-4330	01458908	55295	Swasey Parkway-Maintenance	10,000	10,000	10,000	9,492	10,000	10,000	10,000	Mowing and maintenance
01-4194-0116-6220	01458908	55092	Swasey Parkway-Electricity	950	950	950	1,024	950	950	950	Electricity
			Swasey Parkway Total	10,950	10,950	10,950	10,616	10,950	10,950	10,950	
Other Town Structures											
01-4311-0614-4303	01419414	55225	Powder House Maintenance	1,000	974	1,000	1,249	1,000	1,000	1,000	ground and exterior lighting fixtures, flag, pole (subject to vandalism)
01-4311-0614-4304	01419414	55268	Simpson Estate Maintenance	1,000	-	1,000	1,102	1,000	1,000	1,000	major maintenance of occupied home
01-4311-0614-4305	01419414	55015	Bandstand Maintenance	1,000	46	1,000	-	1,000	1,000	1,000	Historic icon, specialty lighting
01-4311-0614-4308	01419414	55147	Historical Society Bldg Maintenance	6,000	10,289	6,000	665	6,000	6,000	6,000	heating system, air conditioner, lighting, electrical, plumbing, interior repairs
01-4311-0614-43xx			Raynes Barn Building Maintenance	500		500	-	500	500	500	Maintenance - Transferred from Con Comm
01-4311-0614-6220	01419414	55092	Electricity-Other Town Bldgs	1,330	1,171	1,000	1,255	1,500	1,500	1,000	Supply- UMG fixed price contract expires 11/30/21;
			General Expenses Total	10,830	12,480	10,500	4,271	11,000	11,000	10,500	Delivery- Unutil up 15%; Powderhouse, Bandstand, Raynes Barn, String Bridge
			Other Town Structures Total	10,830	12,480	10,500	4,271	11,000	11,000	10,500	
01-4311-0616-7501	01419406	55177	PM- Maintenance Projects	97,178	96,865	100,000	13,542	100,000	100,000	100,000	See Project List
			Total Maintenance Projects	97,178	96,865	100,000	13,542	100,000	100,000	100,000	
			Town Buildings/Maintenance Total	379,872	334,430	373,150	188,766	370,344	370,344	373,150	

Town of Exeter
 Leases/Vehicles
 2019 Preliminary Budget

General Fund

Leases

01-4194-0117-7301	GG- CO - Leases	110,488	Ladder Truck, Lease ends 2021
		35,452	Street Sweeper, Lease ends 2019
		19,410	Fire Alarm Truck, Lease ends 2019
		27,035	Sno-Go; Lease ends 2019
		15,663	Light Duty Vehicles, Lease ends 2020
		31,261	Dump Truck, Lease ends 2020
		33,519	Financial Software, Lease ends 2019
		24,491	Backhoe , Lease ends 2021
		36,656	Dump Truck, Lease ends 2021
		77,949	E-One Pumper Fire Truck, Lease ends 2024
		40,845	Highway Loader
		3,000	Patrol Motorcycle
	Total GF Leases	455,770	

Vehicle Purchases

01-4194-0117-7420	GG- CO - Vehicles	65,898	2 Police vehicles
			DPW Dump Truck - replace # 9
			Small Transit van for maintenace - replace #24

Total GF Vehicle purchases 65,898

Total GF 521,668

Water Fund

Vehicle Purchases

02-4902-0627-7301	WF- CO - Leases	1,702	Light Duty Vehicles, Lease ends 2020
		14,979	Financial Software, Lease ends 2019
	Total WF Leases	16,681	

02-4900-0627-7420 WF-CO- Capital Outlay - Vehicle

Total WF Vehicle purchases - 6 Wheel Truck #25 w/ Dump body and Plow

Total WF 16,681

Sewer Fund

Leases

03-4902-0637-7301	SF- CO - Leases	1,701	Light Duty Vehicles, Lease ends 2020
		14,979	Financial Software, Lease ends 2019

Total SF Leases 16,680

Vehicle Purchases

03-4902-0637-7420 SF-CO- Capital Outlay - Vehicle

Total SF Vehicle purchases -

Total SF 16,680

Human Service Agencies	FY19 Request Approved by BRC
Annie's Angels	\$ 4,500
Area Homecare & Family Services	4,000
CASA	500
Child & Family Services	10,000
Crossroads House	3,500
Exeter Area Charitable Foundation	2,000
Great Bay Kids	2,000
Greater Seacoast Community Health	5,000
Haven	8,500
New Generation Shelter	2,000
One Sky Community Services	1,625
Richie McFarland Children's Center	10,000
Rockingham Community Action	10,000
Rockingham Meals on Wheels	9,500
RSVP	2,000
St. Nicholas de Paul	7,000
Seacoast Big Brothers/Big Sisters	7,000
Seacoast Eat Local	1,000
Seacoast Family Promise	1,500
Seacoast Mental Health	8,500
Seacoast VNA	3,000
Womenade	3,500
Total Human Services	\$ 106,625

PERMITS AND APPROVALS

August/September 2018

Specifications & Notes

Re: Farmer's Market Signpost replacement at sidewalk/planter

Locus: Water/Main St. end of Swasey Parkway

John Haslam Woodworking
Exeter, NH

It's been evident for a good while that the signpost in question needs more than simple troubleshooting or jury-rigging to remain a viable public presence. After an emergency repair during the 2017 market season, w/ some input from Exeter's Building Inspector who I asked, on-site about permits and the like we arrived at a design for a semi-"H" style post. This has two vertical members w/ a cross member.

The general heights and space for the sign to hang would be expected to be similar to existing. Perhaps obviously, the cross member will be somewhat longer, likely measured in inches, not feet, to integrate the 2nd vertical post. My plan would be to notch and prep one post and the related end of the cross member before bringing the material to the site.

(Note: while we'll only need to do minimal cutting on-site ... the other two notches, the post actually after being secured w/ bracing at a plumb condition and perhaps a bit on the supporting bracing, the access to electrical power is a bit of a concern. I do have a generator, but it has not been run for better than 6 or 7 years and seems a bit much to haul down to Swasey Parkway for pretty minimal cutting. It would be great if SGA or SEL had a connection w/ someone in the adjacent buildings to allow us some power. That said, I believe I'd be able to ask Anthony at St. Anthony's Bakery for a favor, if no other options are available.)

The pressure-treated stock will also be primed w/ an appropriate white priming paint prior to arrival on-site.

The overall assembly would be planned to be centered, w/in acceptable limits between the two concrete posts of the stone wall defining this end of Swasey Parkway. Additionally, I would expect the new sign to be approx. the same distance away from the wall w/in the planter confines.

As explained in the hand-written proposal of 6.26.18, we'd mix up one bag of concrete mix for each post and pour into the post hole to increase stability. I'd also expect to pick-up some galvanized hardware for hanging the sign (most likely at Jackson Hardware and Marine, Kittery, ME due to their extensive selection of galvanized materials).

Temporary support bracing would be removed after one day or so, giving the concrete in the post hole time to set-up.

Town Manager's Office

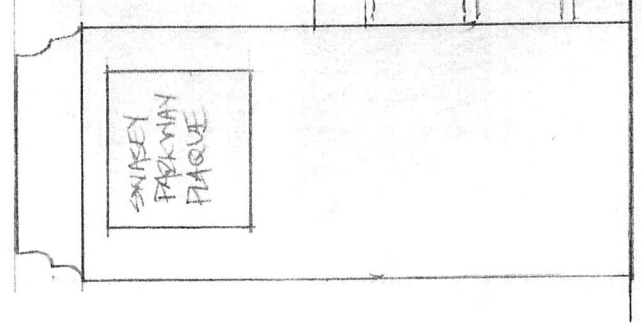
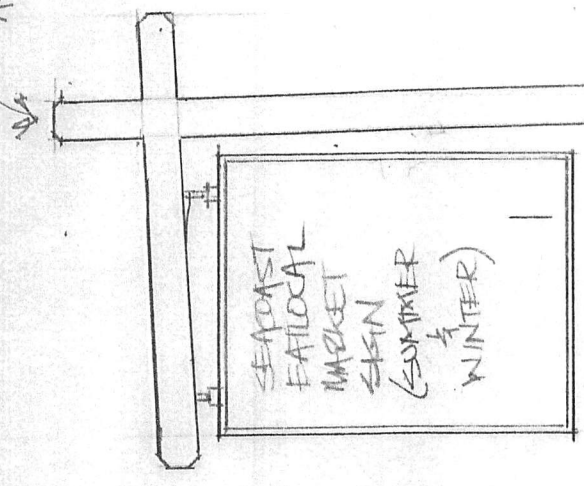
NOV 28 2018

Received

NOTES:

-RE: SIGNAGE @ SWANSEY PARKWAY
 EXISTING POST & CROSS MEMBER 2 NEED REPLACE-
 MENT. POST APPROX. 3/4" OUT OF PLUMB IN 4'-0",
 CROSS MEMBER APPROX 2" OUT OF LEVEL IN 4'-0"
 NOT LIKELY TO IMPROVE W/ "L" TYPE POST
 DESIGN, SEE ADD'L NOTES ON DWG. P.
 & OTHER WRITINGS.

SEACOAST GROWERS'
 ASSOC. SIGN POST



POST &
 SKIN
 @ APPROX
 4 BTM
 CENTER
 COLUMNS

E EXISTING CONDITIONS - SKETCH

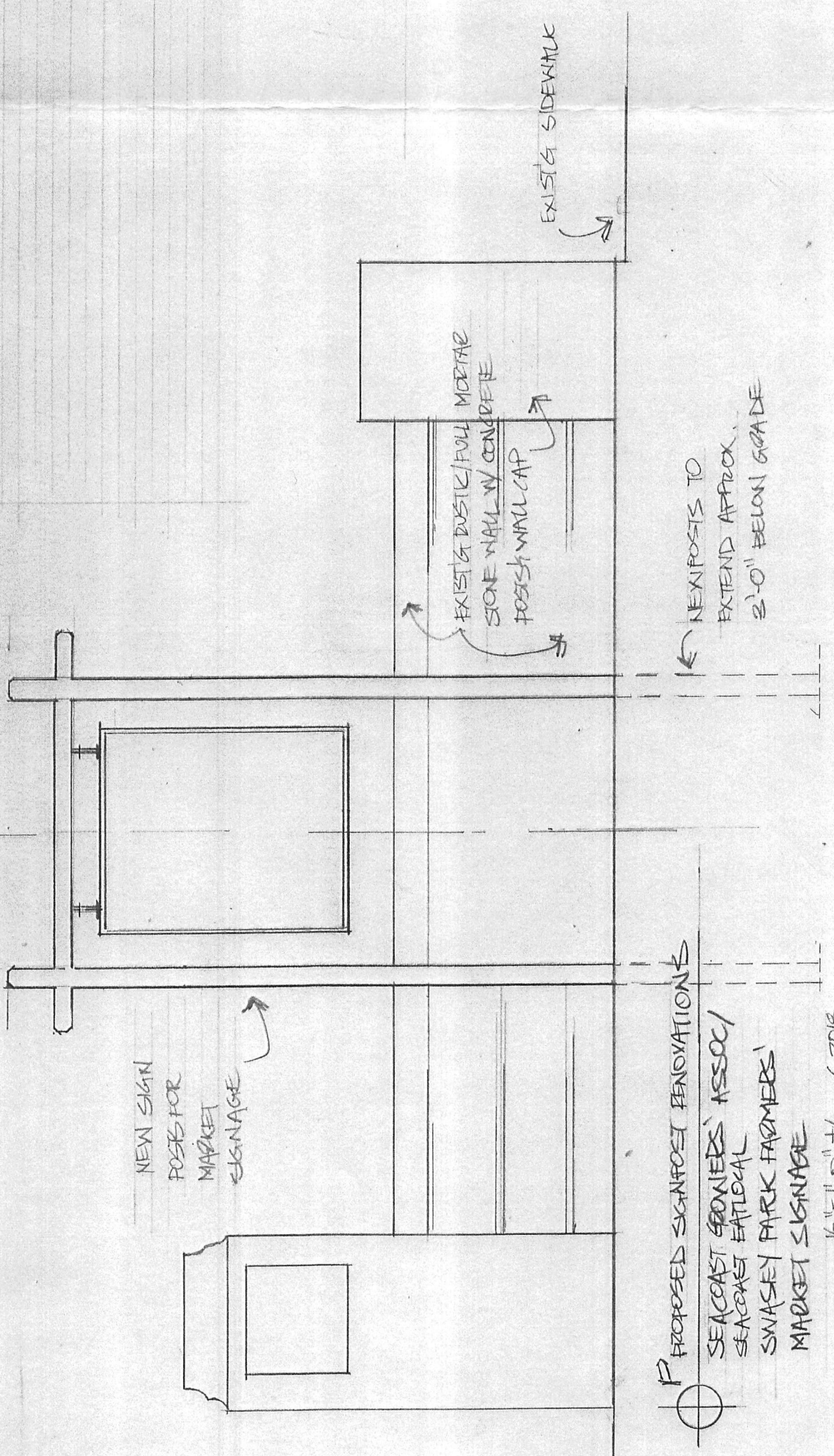
1/2" = 1'-0" 6.2018

J.HAS



NOTES:

- NEW 4x4 POSTS OF PRESSURE-TREATED (P.T.) MATERIAL, TO BE SELECTED @ 100' YARD(S) FOR STRAIGHTNESS & LACK OF KINKING
- 4x4 CROSS-MEMBER "LET-IN" TO VERTICAL POSTS
- HARDWARE, AS REQUIRED. SUGGESTED TO BE HOT-DIPPED GALVANIZED OR NEW PAINTED W/ EXTERIOR ALKYL PAINT



NEW SIGN
POSTS FOR
MARKET
SIGNAGE

EXIST'G DUSTIC/FULL MORTAR
STONE WALL W/ CONCRETE
TOOTH WALL CAP

EXIST'G SIDEWALK

NEW POSTS TO
EXTEND APPROX.
2'-0" BELOW GRADE

PROPOSED SIGNPOST RENOVATION'S
SEACOAST GROWERS' ASSOC/
SEACOAST NATIONAL
SWASEY PARK FARMERS'
MARKET SIGNAGE

1/2" = 1'-0" +/- 6.2018
J.HAS



Application for Use of Town Facility

Forms submitted to: Town of Exeter, 10 Front Street, Exeter, NH 03833

Fax #: 603-777-1514 email: sriffle@exeternh.gov

Use Request: Town Hall (Main Floor) Bandstand

Representative:

Name: Nancy Belanger Chair Housing Advisory Committee Address: _____
Town/State/Zip: Exeter Phone: _____
Email: _____

Organization:

Name: Housing Advisory Committee Address: Workforce Housing Coalition of the Greater Seacoast
Town/State/Zip: _____ Phone: _____

Reservation Details:

Type of Event/Meeting: Training Date: February 16, 2019
Start Time of Event: 10:30 End Time: 12:30 Additional Time for set-up/clean-up: 1/2 Hr
Will food/beverages be served/prepared in the foyer or room to the right? Yes No
If Tech/ AV Services are Needed, provide details*: Not Needed

Requirements:

Rental Fee: For Town Hall use there is a fee of \$125 per day.

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

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

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

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. Access to the 2nd floor is not allowed during events. Bathroom are accessed from outside the Town Hall. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: Nancy Belanger Date: 11/27/18
Authorized by the Select Board/Designee: _____ Date: _____

Office Use Only:

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

TOWN OF EXETER, NH
EVENT APPLICATION

Special Event License (Reference RSA 286 1-5, Town Ordinance Chapter 807)

The Town of Exeter requires licensing for all Special Events where the Select Board is the licensing authority. Special Event applications to the Town Manager's Office, at the Town Office.

For information or questions concerning the application call 603-778-6102 or email communitypermits@exeternh.gov.

Name of Event: Seacoast Area CROP Hunger Walk Location: Swasey Park

Date(s) of Event: October 20, 2019 Start Time: Noon End Time: 4 PM

Event Representative Sponsor's Name: Dwight Totten

Address: P.O. Box 42

Town: Rye Beach State: NH Zip: 03871

Phone: 603.770.5197 Email: dwight-totten@comcast.net

No. of Volunteers/Workers per Day: 10 # Anticipated Spectators: 150 Walkers

List Vendor(s) Names: _____

Describe (in detail) the proposed event: The event is sponsored by Church World Services (CWS) of Elkhart IN. The purpose is to raise money for local area food pantries and for CWS worldwide disaster relief efforts, support to fight hunger and provide assistance teaching the poor to be self-sufficient. The walks are approximately 2 and 4 miles long using the sidewalks in Exeter. The walks begin and end in Swasey Park.

Requesting: Town Hall Bandstand Art Gallery Swasey Parkway Senior Center
 Fireworks/Parade Raffle Raynes Barn/Farm Parks/Recreation Property
 Road Race (Swasey Park)

Alcohol Service (See separate form) Has Permit been approved: Yes No

EXT V Tech/AV Services needed

Blocking Off Road(s) Swasey Parkway

Signboard: Plywood (2 weeks) or Poster (1 week) Dates: Oct 6 - Oct 19, 2019

A-Frame Quantity, Dates, Location: _____

Parking Spaces: _____ Location: Will park on Swasey Parkway

Event check list

Will your event involve any of the following? (Please check all that apply)

- Food/beverage concessions/vendors/sales
- Alcoholic beverages (State NH permit required)
- Electronic sound amplification equipment, speakers, public address system (must follow noise ordinance)
- Propane/Charcoal BBQ grills (inspection by Health Officer)
- Electrical set up/ electrical cords run to the site (inspection needed by Electric Inspector)
- Fire pits, bonfires, kindle fire, campfire and other outdoor burning (must have permit from Fire)
- Tents/canopies If so, list quantity and size _____
- Animals at the event. If so, describe _____
- Motorized Vehicles. If so, describe _____

Other State and/or local permits (if applicable):

- Selling/serving liquor Application
- Hawkers/Peddlers (door to door sales) Application

All applicants for Special Events need to provide written submission of the plans below. The Town staff will review your application and if additional information is required or if not enough information was supplied with this application, the Town will contact you to schedule a meeting.

You must submit the following with this application:

1. **Certificate of Insurance:** The Town requires liability insurance to be submitted with this completed application. Required amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town must be listed as additionally insured.
2. **Site Plan:** A drawing of the event layout, including parking, facilities, vendor setup etc. (even if you supplied one in previous years).
3. **Security/Crowd Control Plan:** Describe the number of detail police officer(s) to manage the maximum seating capacity of indoor events or to secure, control, and assure compliance with laws and licensing conditions in the case of an outdoor event.
4. **Traffic Control/ Parking Plan:** The estimated number of vehicles, provisions for parking, number of police officers or employees necessary to control traffic, type and location of any signs, and any other accommodations or procedures planned to handle attendees and their vehicles.
5. **Fire Emergency Plan:** The estimated number of occupants of all indoor events to assure compliance with the laws and permit rules and conditions required by the NH State Fire Code and its adopted references for places of assembly.
6. **Ambulance/ Medical Service Plan:** Detail the on-site emergency medical services and transportation plan.
7. **Ticket Distribution Plan:** Outline the distribution of tickets prior to the event and/or at the time and place of the event, including provision for a limitation on ticket sales to maintain required occupancy levels and provision for the refund of ticket costs in the event of cancellation of the event.

Town Review Staff Comments

Police Chief (or designee): No Comments

Comments: _____

Signature: *W. B. [Signature]* Date: 11/6/18

Fire Chief (or designee): No Comments

Comments: _____

Signature: *B. [Signature]* Date: 11-14-18

Health Officer: No Comments

Comments: _____

Signature: *[Signature]* Date: 11/15/18

Parks/Recreation: No Comments

Comments: _____

Signature: *[Signature]* Date: 11/26/18

Public Works: No Comments

Comments: _____

Signature: *[Signature]* Date: 11-8-18

Select Board/Designee: No Comments

Approval Signature: _____ Date: _____

Town Official Use Only:

Date Complete Application Received: _____ Final Approval Date: _____

Fee Received: _____ Check #: _____

Cleaning Deposit Received: _____ Check #: _____

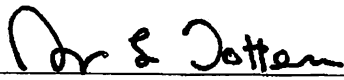
8. **Sanitary Facilities Plan:** A plan appropriate for the number of attendees, which will include information relative to portable toilet facilities, trash containers, and a provision that the property and surrounding areas and roadways shall be cleared of all debris within 12 hours following the event.
9. **Food Service Plan:** A food service plan, which may require review and acceptance by the Exeter Health Officer or a vendor permit from the Fire Department.
10. **Special Duty Service Fees:** The application fee does not include the costs of Fire or Police protection, or any other extra Town expense required to protect the health and safety of the public which can reasonably be attributed to the event. All such costs associated with the use of active and stand-by emergency and other services provided by the Town of Exeter, or by other towns' emergency services, shall be borne by the applicant, promoter or sponsor.

After the Event, billing for the Special Duty Services will be based on actual hours incurred by Town personnel. The total will be invoiced. A history of non-payment or late payment of any application fee and or Special Duty Services is grounds to deny your request for future event permits.

A performance bond for events over 5,000 participants per day and or other security acceptable to the Town may be required in an amount equal to the amount estimated for Special Duty Services Fees as described above.

BY SIGNING BELOW, I CONFIRM THAT ALL INFORMATION PROVIDED HEREIN AND IN ALL ATTACHMENTS IS TRUE AND ACCURATE, ACKNOWLEDGE THAT THIS APPLICATION WILL NOT BE REVIEWED BY THE SELECT BOARD UNTIL CONSIDERED COMPLETE BY TOWN REVIEW STAFF, AND STATE THAT ALL LIABILITY FOR THIS EVENT IS ASSUMED AND ACCEPTED BY THE APPLICANT.

PRINT NAME: Dwight Totten DATE: Nov. 2, 2018

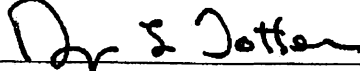
APPLICANT SIGNATURE: 

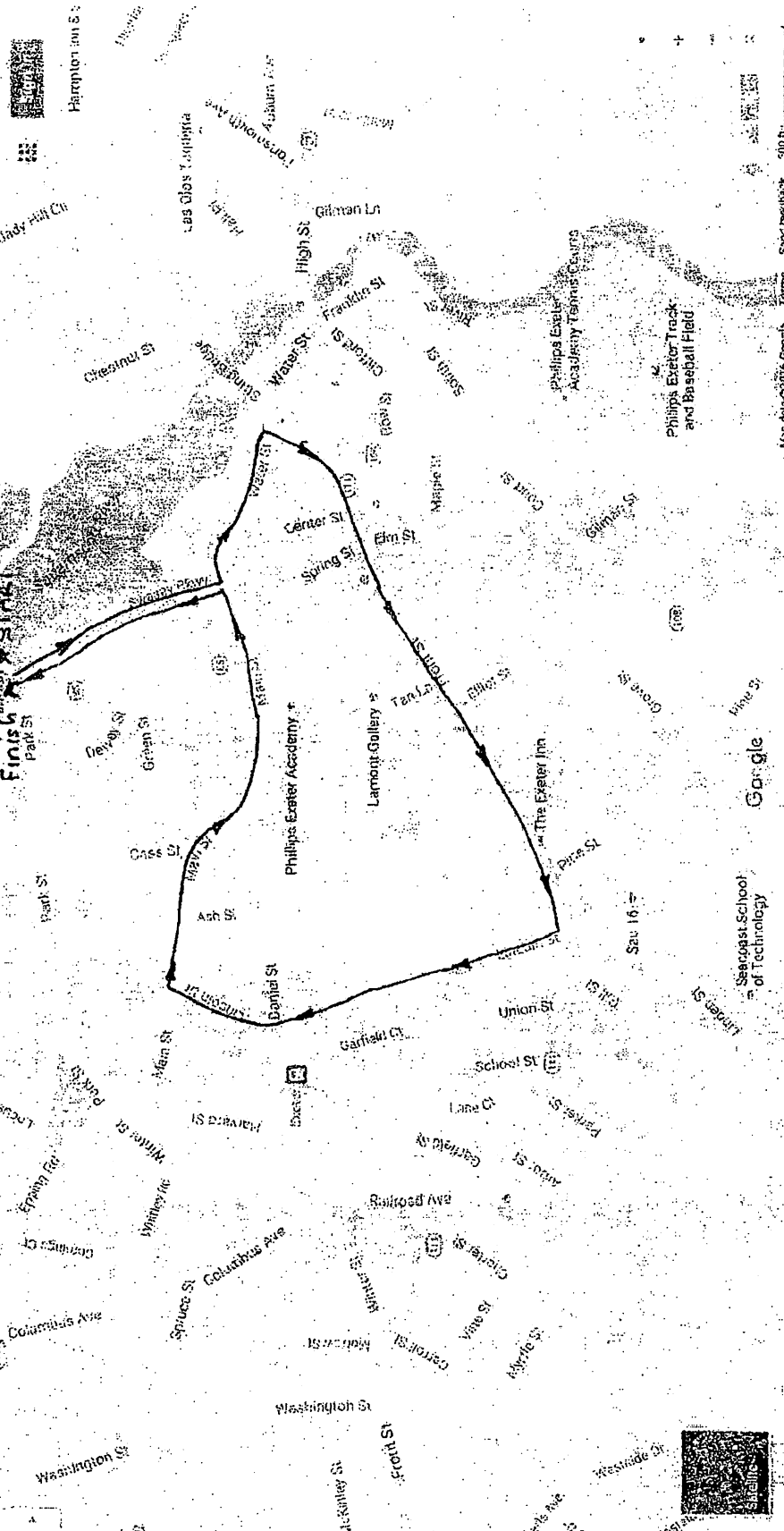
I ALSO CONFIRM THAT I AM RESPONSIBLE FOR ALL COSTS INCURRED FOR THIS EVENT INCLUDING ALL SPECIAL DUTY POLICE, FIRE AND HEALTH/SAFETY SERVICES. ALL SERVICES MUST BE PAID IN FULL UPON RECEIPT OF THE INVOICE. IF NOT PAID IN FULL, THE TOWN WILL CHARGE 2% INTEREST PER MONTH.

THE TOWN MAY REQUEST/SUE FOR LEGAL EXPENSES IF THE TOWN HAS TO GO TO COLLECTIONS FOR UNPAID AMOUNTS. I AM RESPONSIBLE FOR ALL FEES, WHICH MAY INCLUDE INTEREST, ATTORNEY AND COURT FEES.

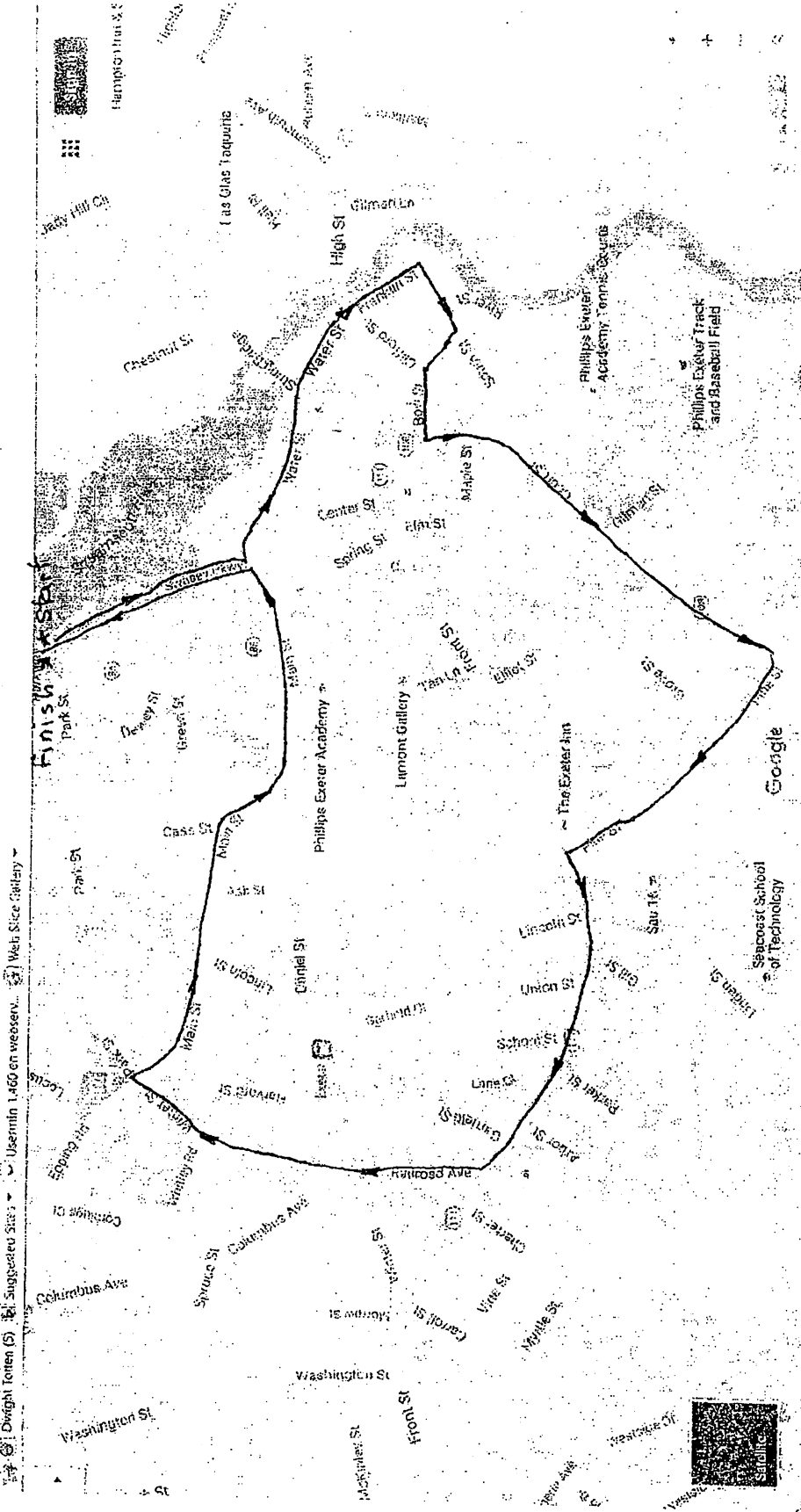
THE TOWN RESERVES ITS RIGHTS TO PURSUE ALL AVAILABLE LEGAL REMEDIES FOR DAMAGE TO TOWN PROPERTY OR VIOLATION OF ANY LAWS, RULES OR CONDITIONS APPLICABLE TO USE OF TOWN PROPERTY. IN ADDITION, SUCH CONDUCT MAY RESULT IN REVOCATION OF PERMISSION AND/OR DENIAL OF FUTURE REQUESTS FOR PERMISSION TO USE TOWN PROPERTY.

PRINT NAME: Dwight Totten DATE: Nov. 2, 2018

APPLICANT SIGNATURE: 



Seacoast CROP Hunger Walk
Short Walk
October 14, 2018



Seacoast CROP Hunger Walk
 Long Walk
 October 19, 2018

SEP 10 2018

Received

TOWN OF EXETER, NH
EVENT APPLICATION

Special Event License (Reference RSA 286 1-5, Town Ordinance Chapter 807)

The Town of Exeter requires licensing for all Special Events where the Select Board is the licensing authority. Special Event applications to the Town Manager's Office, at the Town Office.

For information or questions concerning the application call 603-778-6102.

Name of Event: American Independence Festival Location: Museum, Water St, Swasey

Date(s) of Event: Saturday, July 13, 2019 Start Time: 10am End Time: 4pm

Event Representative Sponsor's Name: Victoria Su for the American Independence Museum

Address: One Governors Lane

Town: Exeter State: NH Zip: 03833

Phone: 603-772-2622 Email: vsu@independencemuseum.org

No. of Volunteers/Workers per Day: 60 # Anticipated Spectators: 4000

List Vendor(s) Names: See attached for 2018 vendor list. 2019 vendors will be finalized in spring 2019. The list will be similar to 218.

Describe (in detail) the proposed event: The American Independence Festival is an annual festival now in its 29th year. It celebrates Exeter's original Dunlap Broadside copy of the Declaration of Independence arrived in Exeter on July 16, 1776. The event educates Exeter residents and visitors about NH's role in the American Revolution and colonial life in NH with militia encampment, traditional artisans, tours of the museum, colonial living demonstrations, horseback delivery of the declaration, declaration presentation, and a battle portrayal. The festival is also raises important and much needed funds for the Museum and helps spread awareness about both the museum and the town of Exeter. The town of Exeter continues the day's festivities with band concerts and fireworks in the evening.

Requesting: [] Town Hall [] Bandstand [] Art Gallery [x] Swasey Parkway [] Fireworks/Parade [] Raffle [x] Parking [x] Blocking Off Road

[x] Plywood (2 weeks) or [x] Poster (1 week) Signboard Dates: 6/30/19-7/13/19; 7/9/2019-7/14/2019

[] A-Frame Quantity and Dates

Parking Spaces: See list Street(s) to be blocked: Water Street - From Center to Spring Swasey Parkway

If Applicable:

Alcohol Service? (see separate form): [x] Yes [] No

Has Permit been approved?: [] Yes [x] No

Tech/AV Services needed: [x] Yes [] No

Event check list

Will your event involve any of the following? (Please check all that apply)

- Food/beverage concessions/vendors/sales
- Alcoholic beverages (State NH permit required)
- Electronic sound amplification equipment, speakers, public address system (must follow noise ordinance)
- Propane/Charcoal BBQ grills (inspection by Health Officer)
- Electrical set up/ electrical cords run to the site (inspection needed by Electric Inspector)
- Fire pits, bonfires, kindle fire, campfire and other outdoor burning (must have permit from Fire)
- Tents/canopies If so, list quantity and size 10x10 pop-ups for vendors, colonial tents throughout
- Animals at the event. If so, describe Maybe sheep on the museum property
- Motorized Vehicles. If so, describe _____

Other State and/or local permits (if applicable):

- Selling/serving liquor Application
- Hawkers/Peddlers (door to door sales) Application

All applicants for Special Events need to provide written submission of the plans below. The Town staff will review your application and if additional information is required or if not enough information was supplied with this application, the Town will contact you to schedule a meeting.

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PRINT NAME: Victoria Su DATE: 9/7/2018

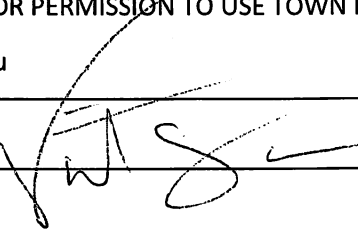
APPLICANT SIGNATURE: 

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PRINT NAME: Victoria Su DATE: 9/7/2018

APPLICANT SIGNATURE: 

Town Review Staff Comments

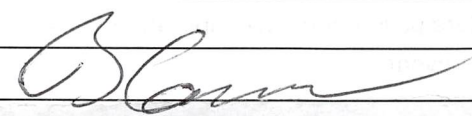
Police Chief (or designee): No Comments

Comments: _____

Signature:  Date: 9/11/18

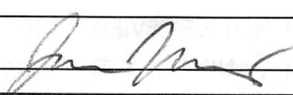
Fire Chief (or designee): No Comments

Comments: _____


Signature:  Date: 9-14-18

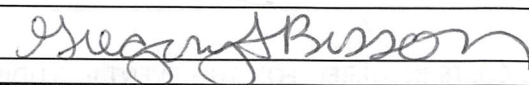
Health Officer: No Comments

Comments: _____

Signature:  Date: 9/14/18

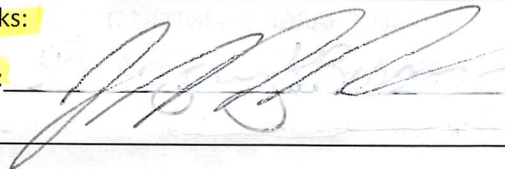
Parks/Recreation: No Comments

Comments: 

Signature:  Date: 9/18/18

Public Works: No Comments

Comments: _____

Signature:  Date: 9-11-18

Select Board/Designee: No Comments

Approval Signature: _____ Date: _____

Town Official Use Only:

Date Complete Application Received: _____ Final Approval Date: _____

Fee Received: _____ Check #: _____

Cleaning Deposit Received: _____ Check #: _____



**Town of Exeter, NH Special Events Application
American Independence Festival July 13, 2019**

1. **Certificate of Insurance:** An on-going certificate of insurance for all museum events has been submitted to the town by museum executive director Emma Bray. Please contact us if you no longer have that information.
2. **Site Plan:** See attached, some details may change during the planning process. We will keep the town informed about any proposed changes. This drawing is not to scale and a rough estimate of the festival lay-out.
3. **Security/Crowd Control Plan:** Guests come and go throughout the event and only gather in a large group for the Declaration reading on Water Street at 11am and the battle portrayal on Swasey Parkway at 2pm. We have museum staff and volunteers serve as crowd control during those times. In addition, we rope off the battle portrayal area to further help keep the crowd in their designated area. No additional security has been needed.
4. **Traffic Control/Parking Plan:** All parking is listed on the festival webpage with directions and instructions for guests. The museum secures private lots for volunteers and vendors to using during the event to keep all other parking available for festival goers. Public parking is at Lincoln and Main Street Schools, Phillips Exeter Academy Water Street parking lot and field house parking garage, People's United Bank lot after 12pm, and city lots and street parking where available. The museum posts EVENT PARKING signs at the school lots. We estimate that 1000 vehicles require parking throughout the 6 hour event-not all at one time. Parking was requested on the Special Event Application in case there is any additional parking options the town knows of that we are not utilizing.
5. **Fire Emergency Plan:** At any given time during the festival the Folsom Tavern has no more than 75 people and the Ladd-Gilman House has no more than 50 people.
6. **Ambulance/Medical Services Plan:** The museum plans to have Exeter Hospital at the festival with a medical tent to provide simple medical support for small cuts, scrapes, early dehydration, and non-emergent medical care. They are also able to quickly assess medical need. In case of emergency the plan is to call 911 and seek immediate help. The center of Water Street and Swasey Parkway will be kept clear of structural obstacles so emergency vehicles can access the area if needed.
7. **Ticket Distribution Plan:** Tickets will be available online at the museum webpage www.independencemuseum.org or in the museum shop starting in the spring of 2019. Guests will receive an online receipt as their ticket and will be on a will call list at the admission booths at Folsom Tavern and Ladd-Gilman House as well as at the information booth in the middle of Water Street. At the booths guests who pre bought tickets will get a hand stamp which will get them onto the museum grounds. If by the time of the festival town rules regarding charging admission to enter Swasey Parkway for such events has changed, the museum will request permission to have an admission booth at Swasey

Parkway as well. This would greatly help make the Festival, a community tradition, much more sustainable for the museum.

8. **Sanitary Facilities:** The museum will have four portable toilets placed on Swasey Parkway (one of which will be handicap accessible), one near the Folsom Tavern Parking lot, and one near the People's United Bank parking lot adjacent to Governors Lane. We would hope to partner with Parks and Rec again this year in sharing the cost of portable toilets so they can be used for the festival and the town concert and fireworks that evening. We also request that the town bathrooms under town hall are open during the event. We have worked closely with DPW in the past and they have provided all trash cans and clean up during the festival. We hope this partnership will continue and appreciate the past support.
9. **Food Service Plan:** Six local food trucks will be on Swasey Parkway near Water Street. A list of food trucks and the appropriate application will be provided to the Exeter Health Department in the spring of 2019. The museum will also be selling beer in Folsom Tavern during the event. That paperwork and request for town approvals will be submitted to the town health, fire, and police departments in the spring of 2019.
10. **Special Duty Fees:** The museum will be requesting a police detail to serve as security for the original Dunlap Broadside and original drafts of the Constitution that will be on display at the Ladd-Gilman House during the festival from 9am to 4pm. We will submit that request in the spring of 2019.

2018

Vendor Map of Water St.

[limited parking]

bakery

sidewalk

1 | 2 | 3 | 4

DTC building

5 | 6 | 7 | 8

Swasey Parkway

food trucks

militia

bar & music

9 | 10 | 11

* spaces will all be the same size
* this map is approximate & may be subject to change

shops

12 | 13 | 14 | 15 | 16 | 17 | 18 | 19

more parking at Main St. School

school

Info booth

Exeter Hospital

Emancipation

sidewalk

20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37

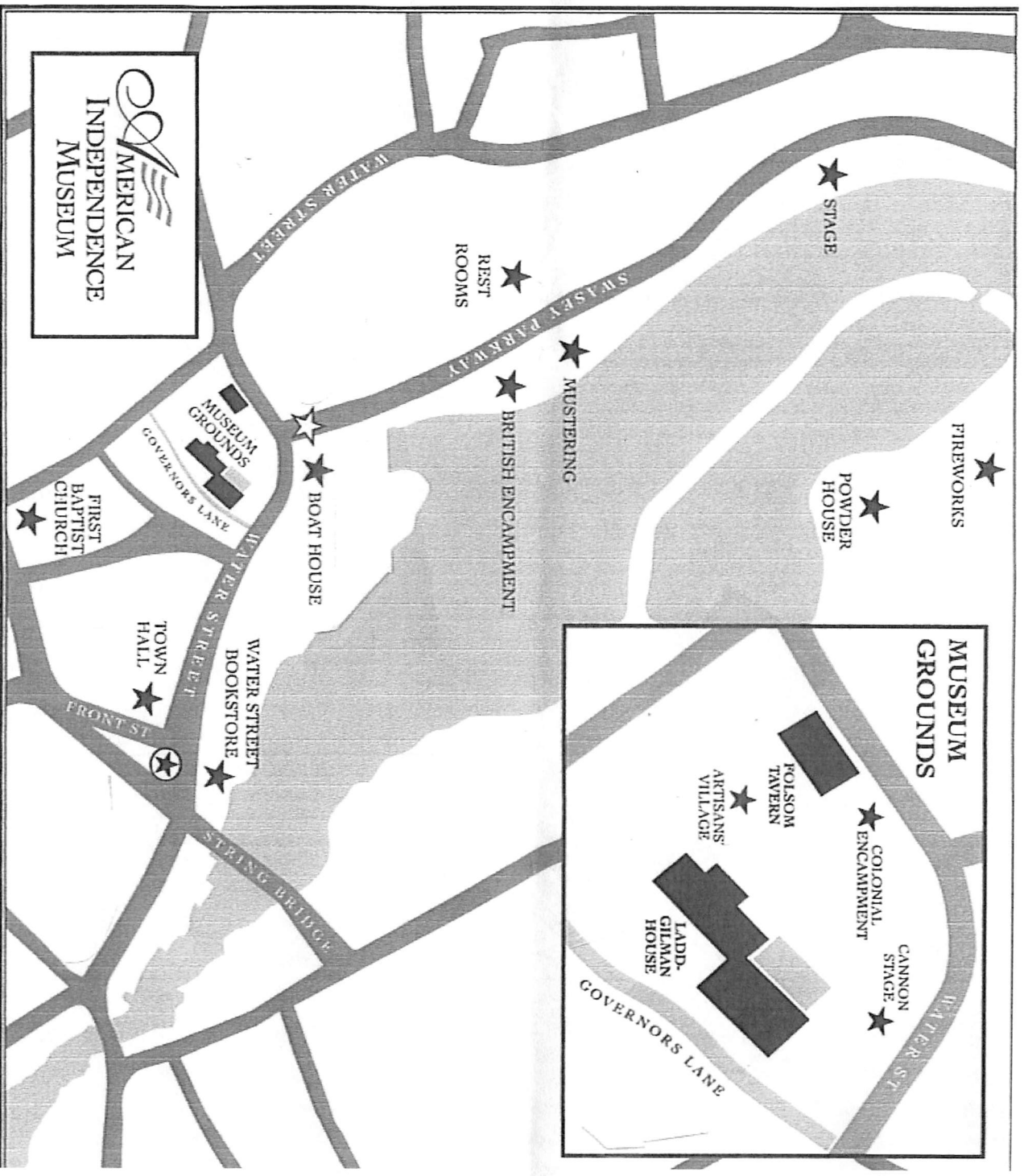
trees

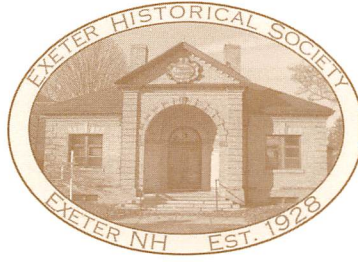
Folsom Tavern

amphitheater & cannon area

2018 Festival Vendors	
Space #	Company
1	Citizen's Count NH
2	Revolution 250
3	Black Maple Glen, LLC
4	Scorpio Jewelry
5	SeneGence International
6	NH Homemade Creations
7	Gunther's Goodies
8	The Bent Nail
9	Hickory Arms LLC
10	Mitchell Comics
11	NH Society SAR
12	Nicole Ellis
13	Exeter NH Democrats
14	Rockingham County Democrats
15	Rockingham County Republicans
16	Beeline Skin Care
17	Edward Jones
18	Steiner Family Chiropratic
19	No Lables Problem Solvers of New Hampshire
20	The Making of America
21	Moments of Beauty
22	Exeter Historical Society
23	Piscataqua Jr. Rangers Fifes & Drums
24	Usborne Books & More
25	Hazard Baby
26	Girl Scouts of The Green & White Mts.
27	Starcrafts Art Gallery & Gift Shop
28	Art by Gisele
29	SAR/ Exeter DAR/CAR
30	Windsor Candle
31	David Conley Woodworker
32	110 Grill
33	Mountains of the Sky Photography
34	Buzz N Bee Apiary

35	John Stark Society
36	Star in the East Lodge #59
37	Gilman-Garrison
A (After 19)	Annabelle's Kookies
A or B	Country Girl Doll Dresses
B or C	BeadShine
between 30/31	Rae's Specialty Foods
by info tent	Exeter Hospital
NOT COMING!	Detorno
parkway	TEAM
parkway	RiverWoods





BOARD OF TRUSTEES

Ann Schieber
CHAIRMAN OF THE BOARD
Judith Rowan, Ph.D.
VICE-CHAIR, DEVELOPMENT
Vicki Geis
VICE-CHAIR, FINANCE &
GOVERNANCE
Julie Avant
TREASURER
Laurie Zwaan
SECRETARY

Joan Caldwell
Pam Gjettum
Ron Goodspeed
Stacy Penna, Ed.D.
Jonathan Ring
Caroline Siecke
Peter Smith

JUNIOR MEMBERS
Hadleigh Weber
Sawyer Rogers

EMERITI
Jeff Hillier
Edward Rowan, M.D.

STAFF

Barbara Rimkunas
CURATOR
Laura Martin
PROGRAM MANAGER

November 2018

Dear Members and Friends,

Why does history matter to you?

Why is Exeter's history special to you?

How does the Exeter Historical Society help connect and engage you with the past?

These important questions guide our work here at the Historical Society. Our programs seek to provide you with the answers about the proud past of Exeter and its people. As you know, the Society is currently engaged in a period of renewal seeking to revitalize our finances and facilities. Our goal is to continue to provide you with the activities and events to which you have become accustomed. However, these engaging programs could be threatened.

We are working hard to stay on track. Won't you please join us in this effort by giving as generously as you can during the Historical Society's annual appeal? Our goal for this year is \$20,000. Your gift will make a critical difference in the preservation and sharing of Exeter's rich history. The fruits of some of our efforts over the past year are illustrated on the enclosed highlights page. Please help us as we strive to provide programs of excellence to you and to our community.

Thank you.

Ann Schieber

Thank you for your past support. We consider the Town of Exeter a very important partner. Your continued generosity would be greatly appreciated.
Judy Rowan

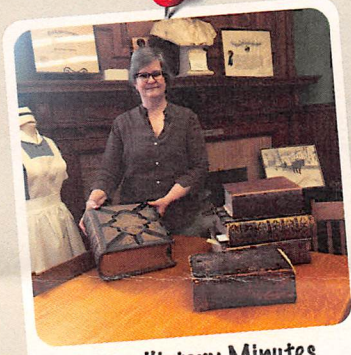
EXETER HISTORICAL SOCIETY

47 FRONT STREET ♦ P.O. BOX 924 ♦ EXETER ♦ NEW HAMPSHIRE ♦ 03833
603-778-2335 ♦ INFO@EXETERHISTORY.ORG ♦ WWW.EXETERHISTORY.ORG

EXETER HISTORICAL SOCIETY

2018 Highlights

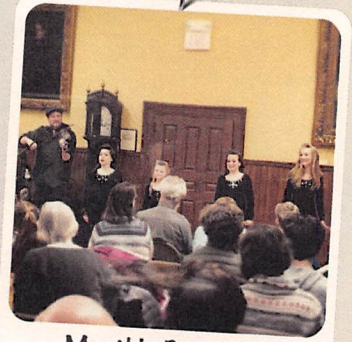
The Society's year included...



Exeter History Minutes

twelve History Minutes - including Amos Tuck & the Powder House - six new EXETERAS bonus episodes & 26 "Historically Speaking" columns

eight programs, including a visit by Eleanor Roosevelt and Irish step dancers performing with a New Hampshire Humanities musician



Monthly Programs



Town Festivals & Events

participation in the American Independence Festival, the UFO Festival and the Racial Unity Walk

curator Barbara Kimkunas spoke to a number of groups & visited clubs & organizations to deliver programs about Exeter's history



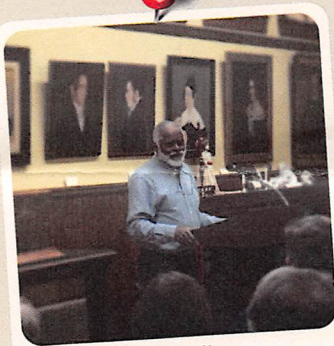
Educational Outreach

our annual Nancy Carnegie Merrill History Award & Youth Night, our curator's classroom visits & students' research trips to the Society

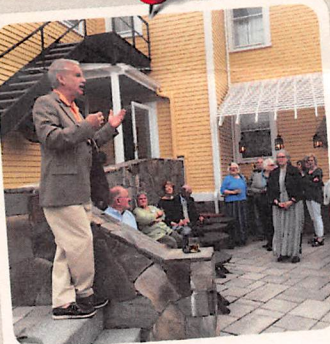


Youth Programs

talks and book signings by two local authors



Book Talks



Fundraising Events

our "Spring into History" event hosted by the Inn by the Bandstand was a delightful evening in the courtyard of a historic home

the local Masons presented curator Barbara Kimkunas with their Community Builders Award for outstanding service to the community



Community Awards

Thank you!