

**Select Board Meeting**  
**Monday January 7<sup>th</sup>, 2019, 6:30 p.m.**  
**Nowak Room, Town Office Building**  
**10 Front Street, Exeter NH**

1. Call Meeting to Order
2. Public Comment
3. Proclamations/Recognitions
  - a. Proclamations/Recognitions
4. Approval of Minutes
  - a. Regular Meeting: December 17<sup>th</sup>, 2018
5. Appointments
6. Discussion/Action Items
  - a. Continued Public Hearing: Property Use Fees
  - b. Waste Management Contract Recycling Amendment
  - c. CATV Fund Equipment Purchase
  - d. FY19 Bonds Budget And Warrant Articles
7. Regular Business
  - a. Tax, Water/Sewer Abatements & Exemptions
  - b. Permits & Approvals
  - c. Town Manager's Report
  - d. Select Board Committee Reports
  - e. Correspondence
8. Review Board Calendar
9. Non-Public Session
10. Adjournment

Julie Gilman, Chair  
Select Board

Posted: 1/4/19 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

Select Board Meeting  
Monday December 17th 2018  
Town Offices, Nowak Room  
Draft Minutes

1. Call Meeting to Order

Members present: Anne Surman, Kathy Corson (acting chair at this meeting), Molly Cowan, Don Clement, and Russ Dean were present at this meeting. Julie Gilman was not present. The meeting was called to order by Ms. Corson at 6:30 PM.

2. Non Public Session - RSA 91(A) 3 2 a

**MOTION:** Ms. Surman moved to go into non public session under RSA 91(A)3 2 a. Mr. Clement seconded. By a roll call vote, all were in favor. The meeting was reconvened by Ms. Corson at 7:02 PM.

3. Bid Award: Water/Sewer Chemicals

**MOTION:** Ms. Cowan moved to accept the DPW's recommendation for award of chemical bids of 2019 per the memo dated December 2nd. Ms. Surman seconded. All were in favor.

4. Public Comment took place after the fee schedule discussion below.

**MOTION:** Mr. Clement moved to take the water/sewer abatements out of order. Ms. Surman seconded. All were in favor.

Peter Helfer of 2 Grandview Terrace came before the Board regarding his abatement request. Mr. Helfer said he was away on two different trips during the periods of high consumption. The issues began in the middle of the night, not when anyone would have come into the house. The meter was sent out for testing; at high flow it shows the correct readings, but fails the low flow test. He suggested that maybe the high readings were a malfunction as well. He also questioned if the times the meter recorded are correct; what time the meter was sending was never tested. Mr. Helfer said the water couldn't have started and stopped by itself, so the meter must not have been working properly. There was a woman watering the plants but she never would have come in at those times. Meanwhile, the interest on his bill has been going up, so he doesn't want to prolong the case any further, and wanted to pursue the abatement.

Ms. Corson asked what Mr. Helfer is looking for. He replied that he is willing to accept the \$700 abatement discussed at the meeting in July. Ms. Corson asked if they voted on this before, but Mr. Dean said no, it was postponed last time.

**MOTION:** Ms. Cowan moved to abate \$769.50 for a new total of \$870.69. Mr. Clement seconded for discussion. He said it's not the town that created the issue, the ratepayer has to pay. Ms. Cowan said that her reason for supporting the motion is that they can do a one-in-ten-year abatement. Ms. Surman agreed with Mr. Clement; unless it can be proven that the town caused the leak, they can't offer the abatement. Ms. Cowan and Ms. Corson voted yay, Mr. Clement and Ms. Surman voted nay, and the abatement failed. Mr. Helfer will follow up with Mr. Dean.

5. Proclamations/Recognitions

- a. There were no proclamations/recognitions.

6. Approval of Minutes

- a. Regular Meeting: December 3rd, 2018

- i. Mr. Clement said that in the motion on page 2, the minutes say that Ms. Corson both moved and seconded, and he thought that Ms. Cowan actually seconded the motion.

**MOTION:** Ms. Surman moved to approve the minutes for the regular meeting of December 3rd as amended. Ms. Cowan seconded. All were in favor.

7. Appointments

- a. There were no appointments.

8. Discussion/Action Items

- a. Public Hearing: Property Use Fees

**MOTION:** Mr. Clement moved to open the public hearing on the fee schedule for facilities. Ms. Surman seconded. All were in favor.

Ms. Surman said she thought the Board had agreed that Exeter nonprofit and non-Exeter nonprofit fees should be the same. Ms. Cowan thought that that contradicted Article 28, but Ms. Surman said that article was advisory only. Many Exeter residents are involved in nonprofit organizations that are not based in Exeter. Ms. Corson suggested that they could reduce the difference to \$50 as a compromise. Ms. Cowan asked if for-profit Exeter vs for-profit non-Exeter should be the same, but Ms. Surman said no, just nonprofits. Mr. Clement agreed, saying that nonprofits are something special and they should be treating them all equally.

Scott Ruffner of TEAM, a resident of 11 Hall Place, said that Article 28 may only be advisory but it should come into consideration. If an organization is based in Exeter, and is trying to build up Exeter, it should be favored. Mr. Clement read the text of the warrant article, and said that town counsel had subsequently ruled that the Select Board gets to set the fees. Mr. Dean said that this public hearing on fee setting is being held per RSA 41.9.a. Ms. Cowan said that she supported a higher price for non-Exeter nonprofits. The Town Hall is a valuable resource that the town needs to promote and preserve, but they should also be promoting nonprofits in the town by giving them a slight advantage in fees.

Robin Tyner, an Exeter resident, said that not all nonprofits are equal: some are big businesses, while others support the local community. Ms. Corson said they would have a hard time making that distinction.

Ms. Corson argued that they should go forward with this fee structure and come back in six or eight months to see how it's working and how use of the facility has been affected. Mr. Dean mentioned that the Board has had at least six meetings discussing this at length, and the fee amounts were set after a lot of thought and discussion.

Bill Childs of 5 Smith Ave expressed concern about the potential fees for an awards show for the Seacoast Artist Group, which is an Exeter-based organization. Proceeds from the show are used to build a scholarship fund; last year, several thousand dollars were given to area scholarships. Ms. Corson said that a nonprofit booking Town Hall facilities for a single

event which lasts more than 3 consecutive days would pay a \$200 maximum fee for the duration. Mr. Childs countered that they only made \$600 on that show, and in the future after the fees they may have nothing in the scholarship fund. Ms. Corson said she still wants to do something and reassess in six months.

Ms. Surman asked if the Board would be allowed to waive fees. Mr. Dean said no, they hadn't been planning to waive any fees. Ms. Surman was concerned that once they alienate people, they won't come back.

Mr. Clement asked about the Senior Center, which is used daily by Meals on Wheels. He was very concerned that with the new fees, they would be charged \$40 per day. Ms. Corson suggested they could apply the \$200 flat fee for a year. Mr. Dean said that Meals on Wheels has been an inhabitant of the Senior Center since 1985, and the town needs to open discussions with them regarding a formal agreement. Mr. Clement said they should continue not charging them. Mr. Dean responded that there are costs of running the buildings and administering the permits. The Town Manager's office serves as a concierge service for groups using the space. Ms. Corson said charging Meals on Wheels \$200 for a year doesn't seem like that much. Mr. Clement said that they're not allowing groups to use facilities for a year, but Ms. Corson replied that there's nothing in this proposal that prevents that. Mr. Clement argued that Meals on Wheels provides a valuable service and should not be charged anything. Ms. Corson said you could say that about any nonprofit.

Karen Desrosiers asked how fees would be set for the back room on second floor of Town Hall – would classes like the Seacoast Photographers be paying \$25 per day? She was concerned that Exeter is becoming inhospitable. Ms. Corson asked her if the members can't each pay a dollar for the class. There's an administrative and upkeep cost for events. Mr. Dean said the fee for the back room is \$35, but this was a fee that had been waived in the past. The fees are \$20 for the Rec building, \$20 for the Senior Center, \$30 for the Wheelwright Room, \$40 for the Nowak Room when available, \$25 for the Town Hall Gallery Back Room, \$75 for the Town Hall second floor.

Florence Ruffner of 5 Pine Street said that they should set the fees, pass it, and be done. This is all real estate that the town has to maintain. She did feel that out of town organizations should pay more than Exeter organizations.

Paul Royal of 3 Pumpkin Circle asked about the money that Exeter gives to charity. Ms. Corson said that the town is giving \$106,625 to charity this year. Mr. Royal suggested that they adopt a consistent fee structure but that the town's charity be used to cover the fees for Meals on Wheels.

Scott Ruffner asked for a rundown of spaces and fees, and Ms. Corson listed them. The Town Hall auditorium is \$75/day, or \$200 for three or more consecutive days, for an Exeter-based nonprofit; \$125 for non-Exeter nonprofits; \$250 for Exeter for-profits; and \$500 for non-Exeter for-profits. The Town Hall side room on the first floor is \$20, \$40, \$60, \$60. Mr. Clement and Ms. Cowan were concerned that these fees are not consistent. Ms. Corson said they should move on and revisit it later. The Art Gallery second floor is \$75, \$125, \$250, \$500. The Town Hall gallery back room, \$25, \$75, \$100, \$125. The Nowak Room is for Exeter nonprofits only at \$40. The Wheelwright Room is \$30. The Rec building is \$20, \$40, \$60, \$60. The Senior Center is \$20, \$40, \$60, \$60. There's also a custodial fee of \$30 per hour when required. The Town Hall main floor has a rehearsal option; there's a standard fee of \$75, \$125, \$250, or \$500 for the

day of the event plus \$10/day for rehearsals related to the permitted event. The Nowak Room and Wheelwright Room are not to be used during regular business hours. The Town Hall side room fee applies when the room is used separately by an organization, not added to the Town Hall or Auditorium fee for a single user. Political events requiring a large police presence will be billed \$1500 per event. The proposed fees would be applied to 2019 calendar year events.

Karen Desrosiers asked if an event already approved for 2019 would be charged the new fees. Mr. Dean said yes, once a fee schedule is adopted they'll move forward with notifying groups.

Ms. Cowan did not want to move forward without the chair present, and Mr. Dean suggested they continue the public hearing.

**MOTION:** Ms. Cowan moved to continue the public hearing to the next Select Board meeting. Mr. Clement seconded. Ms. Surman observed that the next meeting isn't until January 7<sup>th</sup>. All were in favor.

#### 4. Public Comment (moved from above)

Florence Ruffner of 5 Pine Street commented that she had participated in Wreaths Across America and saw that the Winter Street Cemetery has many dead and downed trees. Mr. Dean said that there was a warrant article that appropriated \$27,000 for tree removal in Winter Street Cemetery, and they hired Knowles Tree Service to do that work. However, the presence of a rare bird had resulted in a stoppage of work. Mr. Sharples said that originally the work had been scheduled to resume in October, but they need to bring in a crane and wet weather prohibited that. They're now waiting for the ground to freeze. They're aiming for January 1<sup>st</sup>, and the tree work should be complete well before the spring.

Paul Royal of 3 Pumpkin Circle raised the issue of how the tax impacts will be shown on the ballot, and asked if they should start a citizens' petition to allow them to show the rate per thousand instead of the impact on a median household. He asked about the deadline for citizens' petitions, and Mr. Dean said it's January 8. They could modify a citizens' petition with a new petition but they aren't able to be withdrawn. It did happen once before, but it raises issues. Mr. Clement said that by the state RSA, they have to show the tax impact, for example 12 cents per thousand dollars. Mr. Royal said that the warrant article stated median household. Ms. Corson pointed out the numbers are all going to change with the new valuation. Mr. Clement mentioned that the board had also talked about showing the tax rate for \$100,000 so residents could figure their impact from there.

Mr. Royal also mentioned the winter parking ban. Residents had voted to get rid of the ban 3 to 2, but the Select Board decided to keep the ban in place. The average number of tickets given out is 432 per season. This year to date, 66 tickets have been given with a revenue of \$2,000. In another, similar town, the Chief of Police came to their Board of Selectmen and said he didn't want to hand out tickets when there's no snow. They decided to set up an ad hoc ban instead. There's a light downtown that goes on in a snow emergency, and they also use Nixle, which allows people to sign up for snow emergency notifications. This service works not just for snow but for any notifications from the town.

#### b. FY19 Bonds Budget and Warrant Articles

Mr. Dean said that the General Fund budget has changed from the BRC number of \$19,268,547 to a new number of \$19,233,857, due mostly to plan changes and benefits. He presented the Board with a list of warrant articles, cautioning that warrant article for non-union wage increases will change. This won't be in the default budget, but will be in the operating request. Mr. Clement wanted to see the draft article language prior to the public hearing, rather than just a list, and Mr. Dean showed them a rough draft.

Ms. Surman raised the issue of the public safety study, which was in Fire Department operating budget but she felt should be a warrant article instead, since it had been denied by the voters last year.

**MOTION:** Ms. Surman moved to reduce \$50,000 from the Fire Suppression budget and to move the \$50,000 study to a warrant article. Mr. Clement seconded. All were in favor.

Mr. Clement said that in 2011, the operating budget was \$15 million, and today it's over \$19 million. They did a lot of necessary infrastructure during that period, but some taxpayers are seeing a burden with an increased tax bill. He would like to see the budget at \$19 million instead of \$19,233,857. He raised the proposed part time HR assistant position, and suggested cutting this from the budget. Ms. Corson said she didn't want to move on this when Ms. Gilman was not present. Ms. Cowan said she would like to hear from the BRC and Mr. Dean why this is needed.

Niko Papakonstantis, the chair of the Budget Recommendations Committee, said that there are five part time positions plus a part time to full time in the 2019 budget. He wanted to clarify that it's not five new full-time personnel with benefits, it's the equivalent of 2.5 full time positions, with no benefits. After speaking with the HR manager, Mr. Dean, Mr. Bisson, and Chief Comeau, the BRC found that the employees in these departments are taxed and this help is gravely needed.

Mr. Dean asked to hear more of Mr. Clement's items of concern in the budget so they could put the personnel in context. Mr. Clement responded that in the Economic Development budget, there's a line item for one intern at \$3,000, but he doubted that an intern would produce anything of value. There's an engineering consulting budget of \$3,000, but they have three engineers on staff and this work should be done internally. He would not add a part time position for the Town Clerk, and no part time Fire clerk. He's not in favor of contracted cleaning; it would cost \$26,000 just for the Town Offices, and it would create a slippery slope for cleaning other buildings in the future. Finally, the Parks Department wanted two seasonal park employees, but he said that's a difficult hire.

Ms. Surman was concerned about the \$100,000 Capital Reserve Fund for the Parks Department, which would allow them to set their own priorities; she'd rather know where the money is going. Mr. Dean said that the Select board would approve expenditures. A Capital Reserve Fund would also allow any savings from being underbudget on a project to be put back into the parks. Otherwise they'd have to put small Parks projects into warrant articles and operate on an unwieldy year at a time schedule.

Mr. Dean suggested that they delay further discussion until January 7<sup>th</sup> when more department managers and the full Board could be present. Ms. Corson agreed. Ms. Cowan said that she felt the BRC was a really complete and thorough process. If those dealing directly with the situations say they need an extra person, she believes them. Ms. Surman said that she

agrees with what Mr. Clement came up with; not that she doesn't believe that they need these people, but it's a question of a must-have versus a nice-to-have.

Mr. Clement said that the Waste Management contract went up by \$137,000 this year, to \$940,000 in 2019. Mr. Dean said the escalator is a minimum of 3%, not including the provision for recycling. He will be making a presentation on this subject at the January 7<sup>th</sup> meeting.

Mr. Clement said that there was \$100,000 in the budget for maintenance projects last year, but YTD in October, there was only \$13,000 spent. Ms. Corson said they didn't have someone in that position, but now that there is a Facilities Committee, they may see more activity there.

Paul Royal said that an assistant's job is to make the boss's time more valuable. When the highest-paid, most skilled people in town ask for assistance, they're maximizing their value. Hiring an assistant to make their time more valuable is a deal.

Mr. Dean gave them a draft of warrant articles which included the language about the tax impact. Ms. Corson asked if they averaged the years when discussing the library bond. Mr. Dean said yes, and that they had difficulty trying to portray the required language in a way that's understandable. Mr. Clement said that it's a \$313,500 median assessed value; bonds are complicated but for other warrant articles it seems straightforward.

Ms. Corson said that in Article 10, they are asked to approve the cost items included in the collective bargaining agreement, but for that to show doesn't seem right. They shouldn't be basing their vote on that number. Mr. Clement said that's the case for all of the articles. Ms. Corson said she doesn't want to add any more language than now, but likes the \$100,000, since not all homes are worth \$313,500. Mr. Dean said that one issue impacting these calculations is that it's a revaluation year. Whatever is put on the warrant is going to be outdated that month. These are 2018 values used to make this calculation, and they will not be the same. Just had a one-time windfall of \$300,000 for land use change tax from the Epping Road TIF, which could be used toward the budget or warrant articles.

Mr. Royal asked why they would include both \$100,000 and the median figure. Mr. Dean said they have to show the tax impact as described in the warrant article. One question they asked town counsel was whether they can show more than just one set of figures and add to the initial calculation that the article laid out. The relevant RSA says estimated tax rate with a form to be determined by the Select Board. Mr. Royal said this warrant article went one step beyond what the RSA specifies; it was left intentionally open-ended by the state, because they trust the Select Boards. The warrant article stated it was intended to bring transparency and ease of understanding, but it makes it more complicated, especially for people of homes of lower values.

Mr. Clement asked about RSA 3195C in relation to establishing a fund for the Swasey Parkway fees. Who would be authorized to expend monies out of that fund? Mr. Dean said it would be determined by the legislative body, either the Select Board or someone else. It depends on how the article is written. They normally recommend centralizing the process with the Board, because there are auditable documents there. Mr. Clement was concerned that the Swasey Parkway trustees would have no decision-making powers. Mr. Dean said that the legislative body would approve the expenditures via the budget. Ms. Corson asked him to bring details about this proposal to the next meeting.

c. FY18 Encumbrance Listing

Mr. Dean said that they've signed contracts for \$50,000 with Underwood Engineers, one General at \$20,000 and one Sewer at \$30,000.

**MOTION:** Mr. Clement moved to encumber the amount of \$20,000 for NHDES asset management, the CWSRF asset management. Ms. Cowan seconded. All were in favor.

**MOTION:** Mr. Clement moved to encumber the amount of \$30,000 for NHDES CWSRF asset management Sewer. Ms. Cowan seconded. All were in favor.

d. FY17 Audit Management Letter

Mr. Dean discussed the management letter for the 12/31/17 town audit. It was another clean audit thanks to the departments and the finance department. They did receive some recommendations on things they need to work on in the management letter. They are working diligently to improve financial reporting and operations, but it's difficult to keep up and there are new regulations each year. Their December 5th meeting with the auditors was positive.

There is a deficit fund issue related to old capital projects, and the auditor asked the town to put together a plan to fund these projects. One is a Belmont/Front Street Sewer Fund project, and one is a water treatment design Water Fund project. Funds for these projects have been held in the Unassigned Fund balance. These funds are owed to the General Fund, and will increase the Unassigned Fund balance by \$88,004. If they take action prior to December 31st, this issue will be eliminated from the 12/31/18 audit. There's an old Great Bridge project; he recommends that the deficit for that project be funded through a warrant article, and they're already holding the funds in reserve. For a Stewart Park seawall project, they have \$156,000 in unissued borrowing authority, but the actual amount has not been confirmed. An Industrial Drive culvert is \$2,109 from the DPW General Fund Budget. He recommended that they act now and strengthen this year's financials.

Mr. Clement asked if transferring money from the Sewer and Water Fund reserves would reduce them even further. Ms. Chester explained that those funds owe the General Fund. The funds are growing because of rate adjustments. Mr. Dean said that the Sewer Fund balance is \$2.1 million, and the Water Fund is over \$1 million. This will add \$88,004 to the General Fund balance. These numbers were carved out of the Unassigned Fund balance; the total of \$369,000 is not part of the Unassigned Fund balance, but has been set aside.

**MOTION:** Mr. Clement moved that the Board transfer the amount of \$24,438 from the Sewer Reserves to the General Fund to eliminate the deficit for the Belmont Street Sewer Fund project. Ms. Surman seconded. All were in favor.

**MOTION:** Mr. Clement moved to transfer \$63,566 from the Water Reserves to the General Fund for the water treatment design Water Fund project. Ms. Surman seconded. All were in favor.

Mr. Dean clarified that this last motion was for the old surface water plant project, not the new groundwater plant. Mr. Dean will draft a warrant article for the Great Bridge project deficit and bring it back to the Board. For the Stewart Park project, he needs to confirm the number.



**MOTION:** Mr. Clement moved that they reclassify the Industrial Drive Culvert expense of \$2,109 to the Public Works General Fund. Ms. Cowan seconded. All were in favor.

e. Grants Management Policy

Mr. Dean said the per the management letter, they're looking to adopt a policy that puts the town in conformance with new uniform procurement standards for federal grants. They are working on a tight timeline; Ms. Chester added that she did commit to it in the management letter response, and there will be a finding if they don't commit. Ms. Cowan asked if the Board adopts the grants management policy, which includes a code of ethics, but then they adopt a different code of ethics, will their new policy override what they committed to? Mr. Dean said this should fit with any new code of ethics they may adopt. Also, this is going to represent the code of ethics only with regard to federal grants. Ms. Cowan said this is so specific, she would feel comfortable voting without Ms. Gilman present.

**MOTION:** Ms. Cowan moved that they adopt the town of Exeter grants management policy as it pertains to the uniform procurement standards for federal grants. Ms. Surman seconded, and all were in favor.

9. Regular Business

a. Tax, Water/Sewer Abatements and Exemptions

**MOTION:** Ms. Cowan moved to approve an abatement in the amount of \$720.50 for 64/105/77. Ms. Surman seconded. All were in favor.

**MOTION:** Ms. Cowan moved to approve an abatement in the amount of \$261.25 for 64/105/101. Ms. Surman seconded. All were in favor.

**MOTION:** Ms. Cowan moved to approve an abatement in the amount of \$103.04 for 104/79/214. Ms. Surman seconded. All were in favor.

**MOTION:** Ms. Cowan moved to approve a veterans' credit in the amount of \$500 for the following properties:

- 90/18/22
- 74/6 6
- 69/3/26
- 68/6/711
- 71/112

**MOTION:** Ms. Cowan moved to approve a disabled veterans' credit in the amount of \$2,000 for 71/112.

b. Permits & Approval

Ms. Cowan asked to wait for Ms. Gilman, and the permits were tabled until the next meeting.

c. Town Manager's Report

Mr. Dean said that the Epping Road TIF work is continuing; the sewer and water are close to the Mobil on the Run, but not yet down the TIF Road. They're hoping to wrap up work there for the winter by Friday.

Town employees are taking time off next Monday so the Town Offices can be closed on Christmas Eve. Trash will be delayed by one day for Christmas, and by one day for New Year's.

d. Select Board Committee Reports

Mr. Clement said that the Conservation Commission met last week, and they voted not to recommend a conditional use permit for a Shoreland and Wetland Buffer on Epping Road. They did approve a CUP for Continental Drive for a new Unutil operations office, which is currently in Kensington.

Ms. Cowan said that the Housing Advisory Committee was looking at multifamily housing in Exeter. They have a February 16 training on how to talk about workforce housing, given by New Futures from Concord. There was also a Rec Advisory Committee meeting, which had some excitement.

Ms. Surman said she met with the E911 Committee. At the January meeting they will make some recommendations. She's pleased that the public is able to participate in naming streets. Ms. Surman thanked the town for the holiday reception on Thursday.

Ms. Corson said they had a Planning Board meeting a couple weeks ago and they approved 23 units of condos at the old Alrose Shoe factory, which will mixed-use with some industrial. They're reopening the public hearing for Rose Farm at the January meeting. At the Thursday Planning Board meeting there is a long agenda. The Healthy Lawns Clean Water Committee worked with the Academy on fertilizer, and came up with something everyone agreed on. They are looking at some zoning changes for turning a professional technology park into a CT corporate technology park. There will be a discussion on taking an assisted living facility out of C3 Epping Road Highway zoning district. Anne Bushnell is coming regarding 12 Front Street. The Dunkin Donuts on Epping Road is on the agenda, along with 69 Main Street, 9 condos where Brad's Auto Body used to be. Also a lot line adjustment on Newfields Road. The Planning Board Chair's wife Karen Plumer died last week and the funeral is Wednesday at 11.

e. Correspondence

- i. David O'Hearn wrote about the traffic study being put on the warrant. Mr. Dean asked how the Board liked his suggestion of making Franklin Street one way. Ms. Corson asked if Dave Sharples had looked at that. Mr. Clement said there would be a lot more turning traffic with the development of Franklin Street. Ms. Corson would also like to do a traffic study on the Alrose Shoe conversion on the messy intersection at Winter Street, Columbus, and Railroad. She suggested that there needs to be a all-way stop. She investigated, but there were no reported accidents at that intersection.

10. Review Board Calendar

The next Select Board meeting is January 7th.

11. Non-Public Session

- a. There was no non-public session other than the one at the beginning of the meeting.

12. Adjournment

**MOTION:** Ms. Surman moved to adjourn the meeting. Mr. Clement seconded. All were in favor and the meeting was adjourned at 9:54 PM.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary

**Continued Public Hearing: Property Use Fees**

**FEE SCHEDULE FOR FACILITIES**

Item	Exeter Non-Profit	Non-Exeter Non-Profit	Exeter For Profit	Non-Exeter For Profit
Town Hall Auditorium (current)	\$ n/a	\$125.00	\$125.00	\$125.00
Town Hall Auditorium (proposed)	\$75.00	\$125.00	\$250.00	\$500.00
Town Hall Side Room, 1 <sup>st</sup> Floor (current)	\$n/a	\$n/a	\$n/a	\$n/a
Town Hall Side Room, 1 <sup>st</sup> Floor**	\$20.00	\$40.00	\$60.00	\$60.00
Town Hall Art Gallery/Second Floor (current)*	\$35.00	\$35.00	\$35.00	\$35.00
Town Hall Art Gallery/Second Floor (proposed)	\$75.00	\$125.00	\$250.00	\$500.00
Town Hall Gallery Backroom (current)*	\$35.00	\$35.00	\$35.00	\$35.00
Town Hall Gallery Backroom (proposed)	\$25.00	\$75.00	\$100.00	\$125.00
Town Office Nowak Room (current)	\$ n/a	\$ n/a	\$ n/a	\$ n/a
Town Office Nowak Room (proposed)**	\$40.00	n/a	n/a	n/a
Town Office Wheelwright Room (current)	\$n/a	n/a	n/a	n/a
Town Office Wheelwright Room (proposed)**	\$30.00	n/a	n/a	n/a
Recreation Building (current)	\$n/a	n/a	\$40.00	\$40.00
Recreation Building (proposed)**	\$20.00	\$40.00	\$60.00	\$60.00
Senior Center Building (current)	\$n/a	\$n/a	\$40.00	\$40.00
Senior Center Building (proposed)**	\$20.00	\$40.00	\$60.00	\$60.00
Custodial Fee (proposed/all buildings)	\$30/hour when required	\$30/hour when required	\$30/hour when required	\$30/hour when required

December 17<sup>th</sup>, 2018

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Price is per day unless otherwise noted

\*One time suggested donation

\*\*Up to 2 hour block when available. Single hour uses would be \$20.00. \$40.00 fee would apply after 2 hours of use.

**Single events booking facilities (non profits only) that last more than three consecutive days will have a flat rate of \$200. This fee does not replace single day rehearsal fees for plays.**

**Use of facilities (Town Hall main floor) for single use rehearsal play days will be billed at the rate of \$10 per daily use, with a two hour limit. The day of event will be considered a standard Non-Profit/For Profit fee of either \$75, \$125, \$250, or \$500. The \$10 fee daily discount only applies for rehearsals related to a permitted event at the Town Hall facility.**

Town Office Nowak Room and Wheelwright Room not considered available during regular business hours.

Town Hall Side Room fee applies when room is used separately by an organization. It will not be added to the Town Hall auditorium fee for a single user.

Political events requiring a large police presence and/or additional costs will be billed at a rate of \$1500 per event.

**All fees shall apply to events permitted for the 2019 calendar year and beyond.**

**OBITUARIES**

# Nation bids goodbye to Bush with high praise, cannons, humor

By Calvin Woodward, Laurie Kellman and Ashraf Khalil  
 The Associated Press

WASHINGTON — The nation bid goodbye to George H.W. Bush with high praise, cannon salutes and gentle humor Wednesday, celebrating the life of the Texan who embraced a lifetime of service in Washington and was the last president to fight for the U.S. in wartime. Three former presidents looked on at Washington National Cathedral as a fourth — George W. Bush — eulogized his dad as “the brightest of a thousand points of light.”



The hearse carrying the flag-draped casket of former President George H.W. Bush passes by the White House from the Capitol, heading to a State Funeral at the National Cathedral on Dec. 5, in Washington. (JACQUELYN MARTIN/THE ASSOCIATED PRESS)

After three days of remembrance in the capital city, the Air Force plane with Bush's casket left for a final service in Houston and burial Thursday at his family plot on the presidential library grounds at Texas A&M University in College Station. His final resting place is alongside Barbara Bush, his wife of 73 years, and Robin Bush, the daughter who died of leukemia at age 3.

His plane, which often serves as Air Force One, arrived at Ellington Field outside Houston in late afternoon. As a motorcade subsequently carried Bush's remains to the family church, St. Martin's Episcopal, along a closed interstate, hundreds of people in stopped cars on the other side of the road, took pictures and shot cell phone video. One driver of a tanker truck climbed atop the hulking vehicle for a better view, and at least 15 firefighters scaled a wall of stopped firetrucks to salute.

Upon its arrival at the church, Bush's casket was met by a military band and

Houston Democratic Mayor Sylvester Turner. The national funeral service at the cathedral was a tribute to president, a patriarch and a faded political era that prized military service and public responsibility. It was laced with indirect comparisons to President Donald Trump but was not consumed by them, as speakers focused on Bush's public life and character — with plenty of cracks about his goofy side, too.

“He was a man of such great humility,” said Alan Simpson, a former Republican senator from Wyoming. “Those who travel the high road of humility in Washington, D.C.,” he added pointedly, “are not bothered by heavy traffic.”

Trump sat with his wife, a trio of ex-presidents and their wives, several of the group sharp critics of his presidency and one of them, Hillary Clinton, his 2016 Democratic foe. Apart from courteous nods and some handshakes, there was little interaction between Trump

and the others. George W. Bush brook down briefly at the end of his eulogy while invoking the daughter his parents lost in 1953 and his mother, who died in April. He said he took comfort in knowing “Dad is hugging Robin and holding Mom's hand again.”

The family occupied the White House for a dozen years — the 41st president defeated after one term, the 43rd serving two. Jeb Bush stepped up to try to extend that run but fell short when Trump won the 2016 Republican primaries.

The elder Bush was “the last great soldier statesman,” historian Jon Meacham said in his eulogy, “our shield” in dangerous times.

But he took a lighter tone, too, noting that Bush, campaigning in a crowd in a department store, once shook hands with a mannequin. Rather than flushing in embarrassment, he simply quipped, “Never know. Gotta ask.”

Meacham recounted how

comedian Dana Carvey once said the key to doing an impersonation of Bush was “Mr. Rogers trying to be John Wayne.”

None of that would be a surprise to Bush. Meacham had read his eulogy to him, said Bush spokesman Jim McGrath, and Bush responded to it with the crack: “That's a lot about me, Jon.”

The congregation at the cathedral, filled with foreign leaders and diplomats, Americans of high office and others touched by Bush's life, rose for the arrival of the casket, accompanied by clergy of faiths from around the world. In their row together, Trump and former Presidents Barack Obama, Jimmy Carter and Bill Clinton stood with their spouses and all placed their hands over their hearts.

Simpson regaled the congregation with stories from his years as Bush's friend in Washington. More seriously, he recalled that when he went through a rough patch in the political game, Bush conspicuously stood by him against the advice of aides. “You would have wanted him on your side,” he said.

Simpson said Bush “loved a good joke — the richer the better. And he threw his head back and gave that great laugh, but he never, ever could remember a punchline. And I mean never.”

George W. Bush turned the humor back on the acerbic ex-senator, saying of the late president: “He placed great value on a good joke, so he chose Simpson to speak.”

Meacham praised Bush's call to volunteerism, placing his “1,000 points of

light” alongside Abraham Lincoln's call to honor “the better angels of our nature” in the American rhetorical canon. Meacham called those lines “companion verses in America's national hymn.”

Trump had mocked “1,000 points of light” last summer at a rally, saying: “What the hell is that? Has anyone ever figured that one out? And it was put out by a Republican, wasn't it?”

Former Canadian Prime Minister Brian Mulroney praised Bush as a strong world leader who helped oversee the end of the Cold War and the collapse of the Soviet Union and helped bring about the North American Free Trade Agreement with Canada and Mexico, signed into law by his successor, Clinton.

With Trump, a bitter NAFTA critic, seated in the front row, Mulroney hailed the “largest and richest free trade area in the history of the world.” The three countries have agreed on a revised trade agreement pushed by Trump.

Earlier, a military band played “Hail to the Chief” as Bush's casket was carried down the steps of the U.S. Capitol, where he had lain in state. Family members looked on as servicemen fired of a cannon salute.

His hearse was then driven in a motorcade to the cathedral ceremony, slowing in front of the White House, the route lined with people much of the way, bundled in winter hats and taking photos.

Waiting for his arrival inside, Trump shook hands with Obama and former first lady Michelle Obama, who greeted him by saying “Good morning.” Trump did not shake hands with Bill and Hillary Clinton, who looked straight ahead.

Bill Clinton and Mrs. Obama smiled and chatted as music played. Carter was seated silently next to Hillary Clinton in the cavernous cathedral, Obama cracked up laughing at someone's quip. Vice President Mike Pence shook Carter's hand.

## Virginia H. Galasso

HAMPTON — Virginia H. (McLean) Galasso,



96, died peacefully, surrounded by family, on Sunday, December 2, 2018. Born in Attleboro, Mass., on May 31, 1922. Virginia was the daughter of Grace O. (Marble) and Norton Howard McLean. She was the devoted wife of the late Robert Galasso for 60 years until his death in 2001.

Ginny kept homes in Attleboro, Sandwich, Mass., Mesa, Ariz., and moved to Hampton, N.H. in 2006. She retired from the Accounts Receivable Dept. at L.G. Balfour Co. in 1985.

Ginny's greatest love in life was her family and friends; closely followed by a winning game of cribbage, anything chocolate, her beloved pets, Tiundar Paws and Chloe, long car rides in the country, and a warm afternoon shared with a great novel. She charmed those who knew her with a generosity of spirit, genuine kindness and grace, sage advice, and a razor sharp wit.

Her survivors include her son, Daniel Galasso and his wife, Margaret, of Attleboro; daughters, Gail Lauermaun and her husband, Stephen, of Rochester, N.H., and Lori Rainey and her husband, Daniel, of Lee, N.H.; seven grandchildren; nine great-grandchildren; and three great-great-grandchildren.

SERVICES: A private burial is planned at the Massachusetts National Cemetery in Bourne, Mass. Those who wish to make a charitable donation in her name may consider her favorite charity, The Salvation Army.

**Legal Notice**  
 Notice of Public Hearing  
 Town of Exeter Fees RSA 41-B

The Exeter Select Board will hold a public hearing on Monday, December 17th, 2018 at 7:00 PM in the Nowak Room of the Town Office, 10 Front Street, Exeter, NH to consider amending the fee schedule for use of town buildings and facilities.

Proposed Fee Schedule

Item	Exeter Non-Profit	Non-Exeter Non-Profit	Exeter For Profit	Non-Exeter For Profit
Town Hall Auditorium (hour)	\$ n/a	\$175.00	\$175.00	\$175.00
Town Hall Auditorium (proposed)	\$75.00	\$125.00	\$250.00	\$300.00
Town Hall Side Room, 1st Floor (hour)	\$ n/a	\$ n/a	\$ n/a	\$ n/a
Town Hall Side Room, 1st Floor (proposed)	\$20.00	\$40.00	\$60.00	\$60.00
Town Hall Art Gallery, Second Floor (hour)	\$35.00	\$35.00	\$35.00	\$35.00
Town Hall Art Gallery, Second Floor (proposed)	\$75.00	\$125.00	\$250.00	\$300.00
Town Hall Gallery (Backroom) (proposed)	\$35.00	\$35.00	\$35.00	\$35.00
Town Hall Gallery (Backroom) (hour)	\$75.00	\$75.00	\$140.00	\$175.00
Town Office Nowak Room (proposed)	\$40.00	n/a	n/a	n/a
Town Office Wheelwright Room (hour)	\$ n/a	n/a	n/a	n/a
Town Office Wheelwright Room (proposed)	\$30.00	n/a	n/a	n/a
Recreation Building (hour)	\$ n/a	n/a	\$40.00	\$40.00
Recreation Building (proposed)	\$10.00	\$40.00	\$60.00	\$60.00
Senior Center Building (hour)	\$ n/a	\$ n/a	\$48.00	\$48.00
Senior Center Building (proposed)	\$20.00	\$40.00	\$60.00	\$60.00
Custodial Fee (proposed) (hour)	\$50/hour when required	\$30/hour when required	\$50/hour when required	\$30/hour when required

Price is per day unless otherwise noted

\*One hour suggested duration  
 \*\*Up to 2 hour block when available. Single hour uses would be \$20.00. \$40.00 fee would apply after 2 hours of use.  
 †Single events booking facilities from non-profits only that hold more than three consecutive days will have a flat rate of \$200. This fee does not replace single day rehearsal fees for plays.  
 ‡Use of facilities (Town Hall main floor) for single use rehearsal play days will be billed at the rate of \$10 per daily use, with a two hour limit. The day of event will be considered a standard Non-Profit/For Profit fee of either \$75, \$125, \$250, or \$300. The \$10 fee daily discount only applies for rehearsals related to a permitted event at the Town Hall facility. Town Office Nowak Room and Wheelwright Room not considered available during regular business hours.  
 §Town Hall Side Room fee applied when room is used separately by an organization. It will not be added to the Town Hall auditorium fee for a single use.  
 ¶Political events requiring a large police presence and/or additional costs will be billed at a rate of \$1500 per event.  
 All fees shall apply to events permitted for the 2019 calendar year and beyond.  
 Julie Gilman, Chairwoman  
 Exeter Select Board

**community FAITH directory**

**BAPTIST**

**FIRST BAPTIST CHURCH OF EXETER**  
 2 Spring Street, Exeter, NH  
 (603) 772-9998  
 fbc-exeter.org  
 Sundays 10am  
 "Connecting People to People and People to God"

Included in your listing should be Name, Address, Phone, Web Address, Worship Hours and A Short One-Liner

For directory information, or to list your church, call  
**TINA TRITTER** at (603) 570-2122 or  
 tritter@seacoastonline.com

**LEGAL NOTICE**  
**EXETER PLANNING BOARD**  
**AGENDA**

The Exeter Planning Board will meet on Thursday, December 20, 2018 at 7:00 PM, in the Nowak Room of the Town Office Building located at 10 Front Street, Exeter, New Hampshire, to consider the following:

**NEW BUSINESS: PUBLIC HEARINGS**  
 Public hearing on the proposed zoning amendments for 2018 Town Meeting warrant. Copies of the full text of the proposed amendments are available in the Planning Office. Amend Article 2, Section 2.2 Definitions by deleting "2.2.30 Fertilizer" in its entirety (deletion to be added to applicable district regulations). Amend Article 3, Section 3.2 Aquatic Protection District Ordinance by deleting in its entirety and replacing subsection 9.3.3.4.12 (Use of Fertilizer). And amend subsection 9.2.4 Definitions by adding a definition for "Fertilizer". Amend Article 4, Section 4.2 Aquatic Protection District Ordinance by deleting in its entirety and replacing subsection 9.3.4.4.12 (Use of Fertilizer). Amend subsection 9.3.2 Definitions by adding a definition for "Fertilizer". Amend Article 5, Section 5.2 Zoning Map by changing the zoning district designation of the existing 190-Industrial/Manufacturing District to C-2 Commercial/Professional/Office. Amend Article 6, Section 6.2 Schedule I, Permitted Uses by deleting "Assisted Living Facility" as a permitted use in the C-1, Existing Road Highway zoning district. A continued public hearing on the application of Anne C. Bushnell 2004 Trust for a multi-family site plan review for the proposed construction of a multi-family building containing nine (9) residential units and associated site improvements on the property located at 1/2 Front Street. The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #7-2, Case #18-12. The application of Solima K.L.D.S. Realty Ventures LLC for a commercial site plan review for the proposed construction of a 6,800 square foot commercial facility consisting of a 1,800 sq. ft. stand alone with drive-thru window and 5,000 sq. ft. retail space and associated site improvements on a 5.66-acre parcel located at 109 Spring Road. The subject property is located in the C-3, Existing Road Highway Commercial zoning district. Tax Map Parcel #47-0-02, Case #18-17. The application of Dan Home Builders LLC for a multi-family site plan review for the proposed redevelopment of the property located at 80 Main Street. The proposal includes the demolition of an existing second apartment building and the abandoned auto body structures (formerly Bessie's Auto Body), the proposed construction of nine (9) residential townhouse condominium units, parking and associated site improvements. The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #3-2-25, Case #18-18. The application of Scott Rousseau, LLC for a lot line adjustment of the common boundary between Tax Map Parcel #20-15 (J & M Corporation) and Tax Map Parcel #22-17 (67 Jewellville Road). The subject properties are located in the R0-Rural zoning district. Case #18-15.

**OTHER BUSINESS**  
 • Approval of Minutes: December 6, 2018  
**EXETER PLANNING BOARD**  
 Langdon J. Plumer, Chairman

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**LEGAL NOTICE**  
**EXETER ZONING BOARD OF ADJUSTMENT**  
**AGENDA**

The Exeter Zoning Board of Adjustment will meet on Tuesday, December 18, 2018 at 7:00 P.M. in the Nowak Room of the Town Office Building, 10 Front Street, Exeter, to consider the following:

**NEW BUSINESS:**  
 The application of William Ingraham and Peter and Karen Ingraham for a special exception per Article 4, Section 4.2 Schedule I: Permitted Uses and Schedule I, Note #2 and Article 5, Section 5.2 for the proposed conversion of an existing "in-law/extended family" unit to an accessory dwelling unit. The subject property is located at 26 Green Street, in the R-2, Single Family Residential zoning district. Tax Map Parcel #64-12. Case #18-29.

**OTHER BUSINESS:**  
 • Approval of Minutes: November 20, 2018  
**EXETER ZONING BOARD OF ADJUSTMENT**  
 Laura J. Davies, Chairwoman

e. Property Use Fees - 11/13/18

Ms. Corson suggested they wait for Ms. Cowan to discuss property use fees. Ms. Gilman tabled the discussion.



g. Property Use Fees – 10/29/18

Mr. Dean discussed the updates to the property use fees proposal. On the second page of the fee schedule, they've added a fee specific to play rehearsals: \$10 per day for daily use under 2 hours. Rehearsal time must be related to a permitted event. He also presented a comprehensive list of uses of the Town Hall in 2017 and 2018, including days booked and organizations. Ms. Surman said that the list was helpful. She asked if the fee money will be put into a designated revolving fund to put it back into Town Hall, rather than the general fund. Mr. Dean replied that there will be an internal discussion on the best mechanism to manage the fees. The Town Hall currently has a budget from the general fund, but they could ask Town Meeting to move the fees to a specific fund for Town Hall expenses. Ms. Gilman wondered if they would do the same thing for each facility that they permit. Mr. Clement said that they don't have to; if their prime concern is the historic Town Hall, other sites can be part of the general fund. Mr. Dean added that the proposed 2019 budget for Town Hall maintenance is \$37,100, but that does not cover the administrative permitting costs of the building, such as issuing the permits, booking the facility, and showing the building, which would be at least \$10,000 per year if quantified. That's why they came up with the \$10 rehearsal use fee, which is not onerous, and \$75 for an event is not onerous, at least for the organizations they've been dealing with.

Bruce Jones, an Exeter resident, asked if there will be fees for everyone, including Exeter residents and nonprofits. Mr. Dean stated that everyone will pay something. Mr. Jones replied that Article 28 said the town should use Town Hall as a community center. He was hoping Exeter residents could continue to use the space for free. Ms. Gilman said that's not realistic, and Mr. Dean agreed that it doesn't speak to any of the cost to administer the space. Mr. Jones suggested that some fees could be used to make Town Hall more inviting. Ms. Gilman agreed, saying she would like to use some fees to paint the interior; Mr. Dean said he would like to replace the chairs and refinish the floor.

Ms. Surman asked if they should have nonprofits be the same, whether they're Exeter-based or not. Ms. Corson added that a lot of non-Exeter organizations using Town Hall are run by Exeter residents, such as Extreme Air, which is based in Newmarket but the permittee is based in Exeter. Ms. Gilman and Ms. Corson liked that idea.

Ms. Corson asked if a meeting under 2 hours, such as Chamber, would be \$75 every time. Mr. Dean said yes, the small room has not traditionally been permitted separately. Ms. Corson suggested they charge for the small room like the back room in the gallery.

For a future meeting, Mr. Dean will look at syncing fees for nonprofits, fees for under 4 hours of use, and permitting the small room at a different rate.

g. Property Use Fees - 10/15/18

Ms. Corson presented a review of how the town hall is currently being used and what they would have charged these organizations under the new fee structure. For example, Chamber requests 4 - 5 hour or hour-and-a-half meetings per month, so their fee would be \$160 - \$200 a month. The one-day fee for Ballet School from Newmarket would be \$125. Extreme Air, which is using the Town Hall for 3 days for 2 hours each day, would be \$375. The Pine Street Players, using it for 20 days, would be \$1500. Prescott Park, using it for 17 days, would be \$2,125. McInnes Auctions, 11 days, \$5,500. Heronfield Academy, using 4 days for 7th grade plays, would be \$500. She felt that these fees were excessive.

Mr. Clement said that Ms. Corson's work puts the fees in perspective, and he also had concerns about the price structure being too high. Ms. Corson pointed out that Chamber is using the small room, and Musical Arts is a for-profit but it's a recital, there's no way they can afford \$500. Ms. Gilman asked what Ms. Corson was suggesting, and Ms. Corson replied that she wants to rethink the whole thing. Ms. Surman suggested they shouldn't make a distinction between residents and non-residents, especially for non-profits.

Mr. Dean said that they don't currently have a fee for non-profits at all, and the current school fee schedule is 6 years old and charges non profits. Maybe the issue is that they haven't permitted the smaller room at Town Hall, there are ways to address their concerns. McInnis Auctions is a for-profit entity, and would not blink at \$5,500. They had no reservations about what the town wanted to charge. Ms. Corson brought up the Pine Street players, who would be charged \$1500. Mr. Dean responded that perhaps they could treat rehearsal times differently from event times. Ms. Gilman observed that in this example, the space is committed for three weeks but not used at the intensity of use they're permitting for.

Mr. Clement felt that the school fees are not a good comparison, since the schools have an auditorium or gymnasium, which is a different class of facilities and much grander than Town Hall. Mr. Dean responded that they'd be charging less than the schools. Ms. Cowan suggested they charge the proposed fees for out-of-town for-profits, but keep the fees for the non-profits and Exeter for-profits the same or have a more modest increase. She would like to invest the fees back into the Town Hall to make it more attractive to prospective users. Ms. Gilman asked if she is ok with the non-Exeter fees. Ms. Cowan responded that she is fine with charging more for the out-of-town for-profits and political campaigns, but she'd want more information on which Exeter for-profits are using it. For example, Leadership New Hampshire is a non-profit, and she doesn't want to discourage them. Mr. Dean said that on page 2 the policy states that political events requiring a large police presence would be charged \$1000 per event. Ms. Cowan said that's very reasonable. Her concern is to preserve the intent of the Town Hall as a living room for the town and not chase anyone out, but also make improvements.

Mr. Dean mentioned that they'd also added a custodial fee. He said that Town Hall is choice space and increasingly popular, and they're not going to price people out with these fee changes. The town staff takes great steps and extensive time to accommodate organizations that want to use the facility, and then they give them these amenities for free.

Ms. Surman said that she wants consistency. For an Exeter for-profit, the Town Hall is \$250, and for the Non-Exeter for-profit, it's double, but the Town hall gallery back room for an Exeter for-profit, \$100, and for the Non-Exeter for-profit it's \$125. To be consistent, it would be \$200.

Ms. Corson wanted them to think about what an event can afford, saying that Youth Art Month can't afford \$600. Ms. Gilman responded that the Board had struggled with gallery shows that only happen on weekends, but the set-up is there for the other five days. Should they charge differently for those days? She felt they are not quite there yet. Mr. Dean said their feedback was all valuable. Typically after the Select Board conversation, they discuss it in Town Offices and address the concerns that were raised.

Ms. Gilman said that the rules for use of Swasey Parkway should be put on a future agenda. She asked if the Town Manager was covered to use the proposed event form even if the Select Board hadn't given it final approval. She wants to replace all of the different applications with the proposed event form; it still needs a little work but it would be helpful to get commentary back from actual users. Mr. Clement complained that it's now a six page form. Ms. Gilman responded that at its "highest best use," it's six pages, but if an organization is just using the main hall for the day, those pages won't apply. They can just say "N/A" to any section that doesn't apply to their application.

Mr. Dean said they could use this form for the Conservation event coming up on October 27th at Raynes Farm. Mr. Clement said that the Conservation Commission and the Rec were using their own permits. Ms. Gilman added that Con Com is coming up with their own form and will bring it to the Select Board.

c. Property Use Fees Discussion – Select Board Meeting 9/17/18

Ms. Surman prefaced the discussion by expressing concern that the Swasey Parkway Trustees would not have input on the fees for the use of Swasey Parkway. Mr. Dean said that he hasn't found in the RSA that the Swasey Trustees have the authority to set fees, although they have made fee schedule proposals to the Select Board in the past which were accepted. Ms. Gilman suggested they defer a discussion of the Swasey fees.

Mr. Dean said that the purpose of this discussion is to determine what's acceptable to the board on fees, so that they don't have to conduct a public hearing twice. Ms. Gilman explained that they are considering current and proposed fees for four different categories: Exeter Non-Profit, Exeter For Profit, Non-Exeter Non-Profit, and Non-Exeter For Profit. Mr. Dean said that they currently don't charge at all for non-profits, but he found that there's a precedent in Exeter's school district for a full fee schedule for both non-profits and for profits, so he's bringing a proposal before the board to charge non-profits. He stated that there are costs to operate facilities, and non-profit groups use them frequently. The schools do not waive fees at all, except for town entities, and they also charge a custodial fee of \$30/hr which is never waived.

Ms. Gilman said that some of the proposed fees are quite substantial, mostly in the for profit sector, but that is fine. She felt that the fees are low enough to keep people interested in using the facilities, but will also cover costs. She said that different towns have a cleaning deposit by check, and once the event is done they give the check back if the facility is left in the original state.

Mr. Clement asked if they classify political events as for profits or non-profits. Mr. Dean said that they are not considered non-profits under IRS rules. Ms. Gilman shared that the last few candidates for the presidential race said the town facilities were "dirt cheap." She wouldn't want to scare them away, but they need a different fee structure. Mr. Dean suggested that they ask the school district, since they've had big rallies at the gym and may have feedback on fee structure.

Ms. Surman was interested in statistics on profits or non-profits looking to rent the Town Hall. Mr. Dean said that they have the data and could break it down by organizations or days of use. It's used somewhere around 100 days a year, or one of every three days. The Town Manager's office is confident that they've proposed reasonable rates, which would not be a burden on organizations. Ms. Gilman said that she had been looking at the fee structure of different towns, and found a lot on the lower end, \$5 - 20 for spaces under 75 people, while spaces with a higher capacity were higher than the proposal for the for profits. They also add on fees for custodial services. Ms. Surman said that she would be in favor of custodial services fees.

Mr. Ruffner of TEAM asked whether there would be a cap on the consecutive number of days. Ms. Gilman said that they were not ready to say, and that the gallery show he proposed doesn't fit in the category of days. Mr. Ruffner also pointed out that the school fees are not comparable because they have contemporary amenities. He asked if fees could still be waived, and Mr. Dean responded that the Town Manager's office is recommending not waiving any fees, except for the town or schools, but it's a board decision. He feels that they are woefully behind in establishing a fee, since they have a cost to maintain facilities. Ms. Gilman suggested that the proposal may not describe events in the way they need to be described.

Ms. Corson asked about the town warrant and what the citizens petitioned the board to do. Mr. Dean said that it asked for a \$125 fee for non-Exeter based organizations. Ms. Gilman asked Mr. Dean what he found out about multiday events in his research. Mr. Dean responded that a lot of the fees are per day, nothing was capped. The closest example is the Swasey fee schedule where commercial vendors can use one day per week per season fee, for an event such as the Farmer's market, for \$1200. They also have a single vendor seasonal fee of \$1000. Perhaps the town should create a seasonal fee? Ms. Gilman said that they are looking to limit the amount of time any one entity can schedule, so there likely won't be any seasonal things.

Mr. Bisson said that in Utah, Ohio, and Pennsylvania, Parks and Rec have a tapered schedule for long-running, multi-use events. He also suggested not to go into business with the vendors instead of charging a fee, because this would be an audit nightmare. Mr. Ruffner warned that if there's not much difference between the fee for 3 days or 30 days, people will take it for 30 days.

Ms. Gilman said that their discussion had provided a good place to start. Mr. Dean said that their goal is to charge the new fee to any event that is permitted after Jan 1 2019. Ms. Gilman also mentioned that other towns have an energy charge between October and April, and thought that the Energy Committee may have data on energy use at the facilities. Mr. Dean said that he would take the energy costs and divide it out by month.

Mr. Ruffner asked the board to clarify whether Town Hall is a community/cultural center or a resource for the town. Article 28 asked the board to commit to allowing Exeter groups to use town facilities. Ms. Gilman responded that there are costs to keeping the building up; it's not about making money, just preserving the space.

Ms. Gilman will invite the Swasey Trustees to the Select Board meeting on October 1st at 6 PM to discuss the Swasey Parkway fees.

use the authority of the board to determine if town events can serve alcohol or not. Also, the town follows state law to allow tastings to be done on Swasey Parkway. Mr. Dean said they had decided to not distinguish between a nonprofit vs. a government use in the alcohol policy.

Ms. Corson pointed out that there is a separate application, and they would be required to have a license from the state as well. Ms. Gilman agreed that the board has taken the steps necessary to protect themselves. Mr. Dean said that they also require an insurance policy for alcohol service. Ms. Gilman did not want to license anything other than wine/beer. Ms. Surman agreed with Mr. Clement that alcohol should not be allowed in town buildings.

**MOTION:** Mr. Clement moved that section 13.1 state that alcohol use in town buildings is not allowed. Ms. Surman seconded the motion, and it failed 2-3-0, with Ms. Corson, Ms. Cowan, and Ms. Gilman voting nay.

The board talked about section 10, wanting to add that special circumstances for portable facilities can be determined by the permitting body. Ms. Corson suggested something cordoning off the access to the public bathrooms in the town hall. They can also go up to the bathroom with a monitor, because they are located on the 2<sup>nd</sup> floor.

The applications for facilities and events were reviewed. The second form needs to be changed to "Application for Use of Town Office Facility". Mr. Dean talked about the new town event application, which was designed to cover a lot of different information even if it doesn't apply in every case. He also suggested that applicants submit maps of what their event would look like, for example a map of where vendor tables would be located. Ms. Gilman asked if there are any different applications for just using the signboard or other such things. Sheri Riffle confirmed there was.

Mr. Clement asked if this is in addition to the application to use the town hall, and if users would have to submit both applications. Mr. Dean said that he thinks that would be on a case by case basis, since this is a special event form. For example, some events are just a simple meeting. And other events might include alcohol, food, tickets, vendors, and other types of additions.

Mr. Clement asked if the special events application had to be signed off by all of the town bodies listed on page 4. Mr. Dean confirmed that they would because it is important to have all departments aware of what's going on in Exeter. It also ensures a thorough review of special events. They can just check "no comments" if no questions are raised and send the application on to the next department. He also said that although the form isn't as simple, it will benefit the different groups so that they can get everything all in once place instead of having to get various different permits and applications for one event.

8-20-18 work session

★ The board moved to a discussion about fees. Ms. Gilman brought up ticketed vs. non-ticketed events. Should some of the ticket price go towards the town? Ms. Cowan asked if that would be in place of a fee. Mr. Dean said that there could be a minimum fee, plus a percentage of ticket sales. It would go towards the facility provided to the organization/business. He said he thinks people would be fine with it if it went back to the facility. Ms. Corson wanted to talk to the organizers of ticketed events in the past, and also find out what other towns are doing. Mr. Dean said that usually towns charge fees for their building use. Mr. Clement said he wants to think about fees more.

They went through the Swasey parkway fee schedule. Ms. Gilman said she wanted to change the word "pavilion" to "gazebo". She also asked why commercial vendors are allowed on the parkway, but ticketed events are not. Mr. Clement suggested that it's because you cannot prevent people from going into the parkway, because it is a public space. Ms. Corson wants to do different charges for the town hall based on resident vs. nonresident, as was voted on last year. However, do they want to include nearby towns? Ms. Corson asked if there was software to put all the application forms in one place. Mr. Bisson said that the current system allows for that, and they are going to be using Google forms. If they went through parks and rec. for the software, they could collect the fees, print the forms out, and send to the Select Board.

**MOTION:** Ms. Corson moved to close the work session. Ms. Surman seconded the motion, and it passed unanimously.

Respectfully submitted by recording secretary Samantha Cave.

<b>2017</b>	<b>Events</b>	<b>Days Booked</b>	<b># of Organizations</b>
	57	139	35
<b>2018</b>	<b>Events</b>	<b>Days Booked</b>	<b># of Organizations</b>
	68	178	33
<b>2019</b>	<b>Events</b>	<b>Days Booked</b>	<b># of Organizations</b>
	17	82	14



2017 Town Hall Usage

Month	# Days	Group	Event	Status	Fee
Jan	1	PW	Training	N/A	0
Jan	1	TEAM	First Friday	Non profit	0
Feb	1	Acorn School	Bake Sale	Non profit	0
Feb	1	Chamber	Anti-Film	Non profit	0
Feb	4	Heronfield	Play	Non profit	250
Feb	2	NHDES	Job Fair	Non profit	0
Feb	1	Rec	Sweetheart Dance	N/A	0
Feb	1	TEAM	First Friday	Non profit	0
March	2	Christ Church	Play	Non profit	0
March	2	NH Children's Trust	Fiddle	Non profit	0
March	1	TEAM	First Friday	Non profit	0
March	1	Town	ConCom	N/A	0
April	3	Heronfield	Play	Non profit	250
April	2	NH Children's Trust	Fiddle	Non profit	0
April	2	Regeneration Church	Music	Non profit	0
April	4	Seacoast Idol	Competition	Non profit	0
May	4	Heronfield	Play	Non profit	250
May	1	Miss Exeter	Event	Non profit	125
May	1	TEAM	Arts/Music Fest	Non profit	0
May	1	Water St. Bookstore	Author Event	For Profit	125
June	3	Chamber	Film Festival	Non profit	0
June	2	GFWC	Book/Bake Sale	Non profit	0
June	6	Musical Arts	Concert	Non profit	0
June	1	NERC	Training	Non profit	0
June	1	PW	Public Input	N/A	0
June	2	Women's Club	Yard Sale	Non profit	0
July	1	Holiday Parade Comm	Meeting	N/A	0
July	1	Library	Children's Event	N/A	0
July	1	RPC	Retirement	Non profit	0
July	1	TEAM	First Friday	Non profit	0
July	5	Town	Brass Band	N/A	0
Aug	3	McInnis	Auction	For Profit	375
Aug	1	TEAM	First Friday	Non profit	0
Sep	1	ReVision Energy	Energize 360	For Profit	125
Sep	3	Holiday Parade Comm	Meeting	N/A	0
Sep	3	Kiwanis	UFO	Non profit	0
Sep	1	Library	Presentation	N/A	0
Sep	3	TEAM	Equinox	Non profit	0
Oct	2	Arts Comm	Performance	N/A/	0
Oct	1	Historical Soc	Meeting	Non profit	0
Oct	1	Holiday Parade Comm	Meeting	N/A	0
Oct	1	Private	Wedding	Resident	125
Oct	7	Rec	Karate	N/A	0
Oct	1	Red Brick Church	Walk a Mile Gathering	Non profit	0
Oct	2	Regeneration Church	Music	Non profit	0
Oct	3	Taoist Tai Chi	Event	Non profit	0
Oct	1	Town	Benefit's Fair	N/A	0
Oct	1	Women's Club	Antique	Non profit	0
Oct	3	Workforce Coalition	Charrette	Non profit	0
Nov	2	DES	Meeting	Non profit	0
Nov	4	Festival of Trees	Charity	Non profit	0
Nov	3	Holiday Parade Comm	Meeting	N/A	0
Nov	2	Musical Arts	Performance	Non profit	0
Nov	1	Planning Board	Meeting	N/A	0
Nov	9	Prescott Park	Rehearsals	Non profit	0
Dec	17	Prescott Park	Play	Non profit	0
Dec	3	Ring in the Season	Event	Non profit	0

2018 Town Hall Usage

Month	# Days	Group	Event	Status	Fee
Jan	1	TEAM	First Friday	Non profit	0
	3	Town	Small Business Revolution	N/A	0
Feb	1	Acorn School	Bake Sale	Non profit	0
	2	Heronfield	Performance	Non profit - school	250
	1	One Sky	Costume Ball	Non profit	0
	1	Rec	Sweetheart Dance	N/A	0
	1	RPC	Climate Change	Non profit	0
	1	SWAG	Sale	For profit	125
	1	TEAM	First Friday	Non profit	0
	1	Town	Small Business Revolution	N/A	0
	1	Young Company	Performance	Non profit	0
	Mar	3	Arts Comm	Music Event	N/A
2		Extreme Air	Jump rope practice	Non profit	0
1		GFWC	Bake Sale	Non profit	0
2		NH Charitable Trust	Fiddle Ensemble	Non profit	0
2		NHDES	Job Fair	Non profit	0
1		Private Event	Celebration of Life	resident	125
1		SWAG	Sale	For profit	125
1		TEAM	First Friday	Non profit	0
1		Town	Small Business Revolution	N/A	0
Apr		1	TEAM	Music Event	Non profit
	1	Exeter Rises	Meeting	Non profit	0
	2	Extreme Air	Jump rope practice	Non profit	0
	4	Heronfield	Performance	Non profit - school	250
	1	Leadership Seacoast	Meeting	Non profit	0
	2	Luna Chics	Sale	For profit	250
	1	NH Charitable Trust	Fiddle Ensemble	Non profit	0
	2	Regeneration	Service	Non profit	0
	1	SWAG	Sale	For profit	125
	1	Tai Chi	Meeting	Non profit	0
May	1	Chamber	Meeting	Non profit	0
	9	Christ Church	Play	Non profit	0
	4	Heronfield	Performance	Non profit - school	250
	1	Miss Exeter	Event	Non profit	0
	1	TEAM	First Friday	Non profit	0
	3	TEAM	Music Event	Non profit	0
Jun	3	Arts Comm	Event	N/A	0
	2	Boy Scouts	Sale	Non profit	0
	1	Exeter Rises	Meeting	Non profit	0
	1	GFWC	Sale	Non profit	0
	2	Musical Arts	Performance	Non profit	0
	1	Rec	Concert	N/A	0
	2	Women's Club	Sale	Non profit	0
	1	Chamber	Meeting	Non profit	0
July	1	Exeter Rises	Meeting	Non profit	0
	4	Rec	Concert	N/A	0
	1	TEAM	First Friday	Non profit	0
	5	Town	Brass Band	N/A	0
	11	McInnis	Auction	For profit	1375
	1	TEAM	First Friday	Non profit	0
Sep	2	Chamber	Meeting	Non profit	0
	1	Exeter Rises	Meeting	Non profit	0
	2	Kiwanis	UFO	Non profit	0
	1	Red Brick Church	Play	Non profit	0
	3	TEAM	Equinox	Non profit	0
Oct	1	TEAM	First Friday	Non profit	0
	3	Chamber	Meeting	Non profit	0
	1	Leadership NH	Meeting	Non profit	0
	1	Russian Ballet	Event	For profit	125
	1	TEAM	First Friday	Non profit	0
	2	Town	Benefits Fair	N/A	0
Nov	3	Chamber	Meeting	Non profit	0
	5	Children's Chamber	Festival of Trees	Non profit	0
	20	Christ Church	Play	Non profit	0
	1	Exetreme Air	Practice	Non profit	0
	7	Prescott Park	Practice	Non profit	0
Nov/Dec	3	Ring in Season	Event	Non profit	0
Dec	4	Chamber	Meeting	Non profit	0
	1	United Methoist	Singing	Non profit	125
	17	Prescott Park	Play	Non profit	0

2019 Town Hall Usage To Date

Month	# Days	Group	Event	Status	Fee
Jan	3	Chamber	Meeting	Non profit	0
	1	TEAM	First Friday	Non profit	0
	2	Musical Arts	Performance	Non profit	0
Feb	1	Chamber	Meeting	Non profit	0
	2	Heronfield	Performance	Non profit - school	
	1	TEAM	First Friday	Non profit	0
	1	Parks and Rec	Sweetheart Dance	Government	0
	1	Acorn School	Bake Sale	Non profit	0
	1	Planning Dep.	Training	N/A	0
	4	Arts Comm	Music	N/A	0
Mar	2	NSDAR	Meeting	Non profit	0
	1	TEAM	First Friday	Non profit	0
	1	Bright & Lyon	Concert		pending
Apr	4	Heronfield	Performance	Non profit - school	
	2	NH Children's Trust	Fiddle	Non profit	0
	1	TEAM	First Friday	Non profit	0
	2	TEAM/Bookstore	Lit Fest	Non profit	0
Apr/May	16	Pine St Players	Play	Non profit	0
May	4	Heronfield	Performance	Non profit - school	
	6	TEAM	First Friday	Non profit	0
June	3	GFWC	Sale	Non profit	0
	1	TEAM	First Friday	Non profit	0
	3	TEAM	Summer Concert Series	Non profit	0
July	1	TEAM	First Friday	Non profit	0
	4	TEAM	Summer Concert Series	Non profit	0
Aug	1	TEAM	First Friday	Non profit	0
	4	TEAM	Summer Concert Series	Non profit	0
	2	Kiwanis	UFO Fesitval	Non profit	0
Sep	1	Kiwanis	UFO Fesitval	Non profit	0
	1	TEAM	First Friday	Non profit	0
	3	TEAM	Equinox	Non profit	0
Oct	1	TEAM	First Friday	Non profit	0
Nov	1	TEAM	First Friday	Non profit	0

CURRENT SAU 16 FEES FOR COMPARISON PURPOSES

FEE SCHEDULE FOR FACILITIES

Item	In District Non Profit	In District Profit	Out of District Non Profit	Out of District Profit
Auditorium	\$ 150.00	\$ 500.00	\$ 150.00	\$ 500.00
Gym (per 4 hr event)	\$ 100.00	\$ 150.00	\$ 100.00	\$ 150.00
Cafeteria (per 4 hr event)	\$ 75.00	\$ 100.00	\$ 75.00	\$ 100.00
Classroom (per 4 hour event)	\$ 30.00	\$ 60.00	\$ 50.00	\$ 100.00
Computer Lab Multi Trades Lab	\$ 40.00	\$ 80.00	\$ 80.00	\$ 80.00
Science Lecture Hall	\$ 100.00	\$ 150.00	\$ 150.00	\$ 150.00
Culinary Arts Dining Room	\$ 100.00	\$ 150.00	\$ 150.00	\$ 150.00
Roy Morrisette Room	\$ 75.00	\$ 100.00	\$ 100.00	\$ 100.00
Library	\$ 50.00	\$ 100.00	\$ 100.00	\$ 100.00
SST Automotive Garage	\$ 160.00	\$ 250.00	\$ 250.00	\$ 250.00
Stadium	\$ 150.00	\$ 300.00	\$ 300.00	\$ 300.00
Custodial Services (per hour)	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
Stage Manager (per hour)	\$ 37.50	\$ 37.50	\$ 37.50	\$ 37.50
Grounds Maint. (per hour)	\$ 37.50	\$ 37.50	\$ 37.50	\$ 37.50
Scorekeeper (per hour)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Kitchen	\$ 50.00	\$ 100.00	\$ 50.00	\$ 100.00

\*\*\*\*\* Price is per day unless specified \*\*\*\*\*

Pricing effective 7/1/2012

**Waste Management Contract Recycling Amendment**



30 Rochester Neck Road  
Rochester, NH 03839  
Tel: (603) 330-2104  
Fax: (603) 330-2188

December 4, 2018

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

RE: Recycling Services Agreement

Dear Board of Selectmen:

Pursuant to the terms and conditions of the Municipal Solid Waste and Recycling Materials Collection, Disposal and Processing Agreement, Section 15, Unusual Changes or Costs. Please be advised that effective February 1, 2019 the Town's processing fee will be increased to \$100.30 per ton. See attached exhibit 1 for revised calculation. This increase is the result in changes implemented by the Chinese Government in 2018. Beginning with their ban of Mixed Waste Paper and Plastics Imports on January 1, 2018, and then their implementation of a 0.5% contamination limit, the impact of these policies on global markets is significant, and is on-going.

Through 2017, over 25% of the world's recyclables were imported by China, including over 50% of the paper and plastics recycled across the globe. China's new import policies banning materials and limiting contamination means that China is no longer a viable export market for recyclables. This has resulted in an oversupply of commodities across the globe, which has led to depressed commodity pricing. Supply is high and commodity pricing is low for the material that cannot achieve China's 0.5% contamination limits.

**Due to the new material bans and 0.5% contamination limits, recyclers have had to add operating expense and slow down processing lines.** This has increased the cost of recycling at the same time that commodity values are low.

Waste Management continues to be committed to education, actively working with you and your residents and businesses to improve the quality of material that we collect and/or process through our comprehensive Recycle Often. Recycle Right® education and outreach tools, community events, and social media. This program provides education on how to recycle right. Education is more important than ever and it is necessary that we work together and increase our education.

We are also continuing to invest in technology at our MRF's to help process material more efficiently. And we are working with industry leaders to influence upstream recyclability, as well as to encourage increased use of post-consumer content domestically.

These efforts are all necessary for the long-term health of recycling; however, they are not enough to offset the impacts of these dramatic changes in our industry. Due to the new policies that have changed the recycling industry world-wide, Waste Management respectfully request your acknowledgment of this increase, due to the uncontrollable recycling market changes.

Sincerely,

Customer Acknowledgement and Consent

Waste Management

A handwritten signature in black ink, appearing to read "Peter Lachapelle", with a long horizontal flourish extending to the right.

Peter Lachapelle  
Public Sector Representative

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Town of Exeter, NH

CC: Steve Cates, District Manager

**EXHIBIT 1  
Revenue Share Calculation - Single Stream**

Commodity	Index *	Current Composition %	Market Value/Ton	Values
OCC (Cardboard)	PPW OCC #11	17.97%	\$ 75.00	\$ 13.14
Mixed Paper (All other paper)	PPW Mtr #54	39.17%	\$ 5.00	\$ 1.96
Aluminum Beverage Cans	SMP for Aluminum Cans (Sorted, Baled, cents/lb, picked) minus 5.20 per pound	1.34%	\$ 1,000.00	\$ 13.39
Steel/Tin Cans	SMP for Steel Cans (Sorted, densified, 5/ton and dropped off at RC)	2.82%	\$ 40.00	\$ 1.13
PEI (Plastic #1)	SMP for PET (baled, cents/lb, picked up)	4.21%	\$ 330.00	\$ 13.80
Natural HDPE (Plastic #2)	SMP for Natural HDPE (baled, cents/lb, picked up)	0.43%	\$ 840.00	\$ 3.61
Colored HDPE (Plastic #2)	SMP for Colored HDPE (baled, cents/lb, picked up)	1.69%	\$ 360.00	\$ 7.18
Tubs and Lids (Plastic #5)	SMP for Plastics, PP Post Consumer (baled, cents/lb, picked up)	1.84%	\$ 240.00	\$ 4.42
Glass	Actual Value	20.79%	\$ (52.99)	\$ (11.02)
Residue	Transportation and Disposal Fee	10.00%	\$ (80.00)	\$ (8.00)
	<b>Total/Blended Value</b>	<b>100.00%</b>		<b>\$ 39.70</b>

MRF Processing Fee (Annual adjustment) \$ 100.00  
 Transportation Fee (Annual adjustment) \$ 40.00  
 50% share above Fees \$ (100.30)

\*Blended Value is Calculated Monthly.  
 \*PPI means the higher of the prices issues by RISI Pulp & Paper Index for the New England Region, Domestic Price, 1st issue of the month retroactive to the first of the month.  
 \*SMP means the higher of the price published at www.SecondaryMaterialsPricing.com for the New York Region, first dated price each month, retroactive to the first of the month.  
 \*Actual Value means the average price paid to or charged to this processing facility during the month of delivery, less any freight or other charges paid to third parties.  
 \*Residue Audits will be conducted periodically, if residue exceeds the 5% threshold, excess residue tonnage will be charged at a rate of \$225.00 per ton.  
 \*Processing Fee and Transportation and Disposal Fee shall increase annually by 3%.  
 \*When blended value is above the processing fee, Town gets 50% of the difference. When blended value is below the processing fee, Town pays processing fee minus the blended value.

price/lb	price in	price/ton	less delivery	lbs/ton	delivery/ton	net
\$ 75.00		\$ 75.00				\$ 75.00
\$ 5.00		\$ 5.00				\$ 5.00
\$ 0.70	2,000	\$ 1,400.00	\$ 0.20 2,000		\$ 400.00	\$ 1,000.00
\$ 40.00		\$ 40.00				\$ 40.00
\$ 0.165	2,000	\$ 330.00				\$ 330.00
\$ 0.420	2,000	\$ 840.00				\$ 840.00
\$ 0.190	2,000	\$ 380.00				\$ 380.00
\$ 0.120	2,000	\$ 240.00				\$ 240.00
		\$ (52.99)				\$ (52.99)
		\$ (80.00)				\$ (80.00)

\$ (60.30)  
 direct Billings





## ***Recycling Program Changes – Ongoing through November 9, 2018***

### **Overview**

NWRA members are seeing the impacts of China's policies limiting imported recyclables. Numerous programs across the country are making programmatic changes. Here is a sampling of some of the changes.

### **Discussion**

- **Programmatic changes.** Communities are focused on improving recycling quality and changing what is acceptable.
  - The City of Austin identified the following common contaminants: garden hoses, plastic foam, pizza boxes, and syringes.
  - The Stark-Tuscarawas-Wayne Joint Solid Waste Management District in Ohio also mentions food contaminated pizza boxes as well as plastic bags, partially filled bottles and cans as well as garden hoses and window pane glass.
  - Rogue Disposal in Southern Oregon dropped glass from curbside. Instead it is being redirected to drop-off locations. Rogue now only accepts four items: OCC, metal cans, milk jug style containers and ONP.
  - Brookline, Massachusetts residents received reminders through OOPS! Stickers passed out in their carts when volunteers peered into bins to determine whether the public was throwing trash into their recycling bins.
  - Wyckoff, NJ switched to dual stream recycling with every other week collection alternating between fiber and container streams.
  - Bosque Farms, NM was informed by their contractor AC Disposal that the local MRF will no longer accept their single-stream leading to a suspension of recycling services. Recycling will now be limited to a drop-off location where material will be required to be segregated. AC Disposal has reached out to three facilities in Albuquerque but does not know when they will begin accepting materials again.
  - Due to increases in the cost of recycling, Republic Services has increased rates to customers in Indianapolis by as much as 100%.
  - In Connecticut, Housatonic Resources Recovery Authority contracts for recycling with 11-member towns has seen tip fees for recyclables go from \$10/ton four years ago to \$25/ton two years ago to \$40/ton earlier this year. Commodity rebates from Winter Brothers have also declined.
  - Ecomaine has sent two bills totaling \$5500 to the town of Sanford, ME as a penalty for 25% contamination. Penalties could reach \$100,000/year. Waterboro, ME is considering removing its unmanned drop-off location due to contamination. Along

with Casella Waste Systems, these communities are focused on improving education.

- Andover, MA will modify what will be acceptable in the recycling stream in the near future. They plan on removing pizza boxes, shredded paper and #6 plastics. An updated list is expected by the end of July.
- Deerfield Beach and Sunrise, FL residents' recycling will not be sent to either the landfill or WTE after the cities did not replace the previous contracts. Recyclables in Florida that are sent to the WTE facility will "count as recycling" due to electricity generation. Deerfield Beach will cease curbside collection after the City Commission did not approve a new recycling contract with WM after the previous one expired on July 2<sup>nd</sup>. The processing costs were anticipated to rise to \$96/ton from the previous \$51/ton. Coupled with a potential fee for contamination, the city was facing a price increase of \$400,000 annually. Deerfield Beach will resume recycling services on September 3<sup>rd</sup> but, depending on contamination may drop commercial and multi-family recycling in the future.
- Lincolnton, NC stopped recycling June 15<sup>th</sup> because Sonoco could not find a home for the material. Mecklenburg County's contractor, Republic Services, now gives away bales of material or even pays to get rid of them leading officials to say that the economics of recycling is "broken" with recycling costing \$70/ton with a potential to rise to \$90/ton whereas disposal only costs \$33/ton. To manage contamination, the 35 ton/hour MRF operates at only 25 tons/hour with plastic bags as the "bane" of recycling.
- Westfield, NJ announced that new guidelines for recycling eliminating #3-#7 plastic by the end of the year and immediately banning plastic bags and shredded paper.
- Washington, DC Director of Public Works, Christopher Shorter, said that it used to be cheaper to recycle material, but now that has changed. The city wants to better educate the residents and is considering other options including a third cart for organics and pay-as-you-throw.
- Monterey Regional Waste Management District in California will no longer accept plastic bags for recycling beginning August 1<sup>st</sup>.
- Jefferson County, WA contractor Skookum's broker has stopped accepted mixed paper and commingled tin/aluminum and plastic bales.
- Arab, AL rejected a request by Republic to increase rates but will be looking to educate the public about contamination by putting out flyers on what is recyclable.
- Latah County, ID commissioners are considering whether to drop glass and plastic from their recycling drop-off program because recycling costs of \$130/ton now exceed landfilling costs of \$85/ton.
- Johnson County Recycling District, IN will end its dropoff recycling program on July 31<sup>st</sup> due to rising costs.
- Mt. Lebanon, PA residents and neighboring South Hills Area Council of Governments will no longer be able to recycle glass or #3-7 plastics. Rejected recyclables will result in fines of \$150 beginning in 2020.
- Sierra Vista, AZ has limited recycling to metal food and beverage cans, #1 & 2 plastic and OCC. They have also increased their collection fees by 15%.

- Franklin, NH is sending recyclables to the waste-to-energy facility. They are maintaining the recycling carts to encourage residents to stay in the “recycling habit” in hopes that the market will turn around. The cost to get rid of recyclables is \$129/ton up from previously being paid \$20/ton and much greater than the \$68/ton for disposal.
- Lincoln County, NM will no longer accept mixed paper or paperboard at its drop-off sites.
- Fort Edward, NY is sending recyclables to the waste-to-energy facility after deciding not to pay the \$120/ton fee to drop off material at County Waste’s recycling facility. The state Department of Environmental Conservation is working with the town on their recycling. The state recognizes the challenges and is promoting “when in doubt, keep it out” but did also say that state law requires communities to separate recyclables when markets exist.
- Fitchburg, MA is paying Waste Management more than \$40/ton to tip their recycling.
- Worcester, MA is paying Casella more than \$25/ton to tip.
- Weber County School District, UT has eliminated their recycling dumpsters due to costs.
- Laconia, NH adopted the motto, “glass is trash” in May.
- Frederick County, VA has been unable to find a financially viable way manage its glass and stopped accepting it at its drop-off locations in November 2016 when their contractor, Williams Recycling, began charging a tip fee of \$72/ton. Reviving glass recycling would cost more than \$53,000/year. Where previously the county received a rebate for mixed paper, they now receive none.
- Johnson County, IN has discontinued its drop-off program, eliminating the only option for some in the rural county to recycle. The Recycling District could not afford to pay haulers to take the material and the program was discontinued on July 31<sup>st</sup>.
- Greene County, IN stopped taking glass.
- Monroe County, IN won’t take plastic bags or shrink wrap.
- Lancaster County, PA has trimmed its curbside recycling program to the “Big Four”: flattened OCC, plastic bottles, metal cans and glass.
- Kankakee, IL plans to discontinue their curbside recycling program serviced by Republic Services on September 1<sup>st</sup> has been reversed. Instead, Republic will provide service for the duration of the contractor which lasts until the end of 2020. As much as 85% of the program’s materials were rejected due to contamination materials. Republic will begin auditing the city’s recycling. Contaminated bins will be alerted with information about cannot be recycled. If the issue is not corrected, they will be eliminated from recycling collections.
- South Hills area, PA, which represents 18 communities, will no longer accept mixed plastic or glass beginning in January. Failure to follow the new rules will result in penalties.
- Tucson, AZ officials are considering changing the recycling program in a variety of ways including: EOW pickup, higher rates – from 15-45 cents/hh/month to 75 cents/hh/month, enforcement on contamination and increased public education.

- Flagstaff, AZ has eliminated rigid plastics from their program as of June 1<sup>st</sup>.
- Whidbey Island, WA will limit plastic recyclables to #1 & 2 plastic bottles, tubs and jars beginning August 18<sup>th</sup>.
- Nashville, TN company Hudgins Disposal let its customers know that recycling would only be picked up once/month and not at all if contaminated.
- Centre County, PA has eliminated black plastic and plastic cups and film from their recycling program.
- Douglas County, OR stopped its OCC program effective August 19<sup>th</sup> due to contamination.
- Ontario County, NY's Planning and Environmental Management Committee approved a motion providing relief from recycling mandates. The motion will be decided by the full board of supervisors.
- Adrian Township, MI will discontinue their recycling center effective September 1. The center cost \$50,000 to run and the material was likely being incinerated. Modern Waste could not find a market.
- Tecumseh Township, MI who split costs for recycling with Raising Township decided not to continue when higher rates were proposed by Modern Waste.
- Unity, ME will only accept #2 and #4 plastics.
- Moscow, ID city council voted to eliminate some plastics, plastic bags, aluminum foil and trays, pots and pans, shredded paper and cartons from its curbside program.
- Kirkwood, MO changed its plan to suspend its curbside recycling program beginning October 22<sup>nd</sup> after residents complained. The proposed change was due to Resource Management's decision not to accept single stream recycling anymore. The city is looking for a new recyclables processor. The city has signed a one-year agreement with Republic Services for \$115/ton. The city will absorb the additional costs and not pass the added expense to residents.
- Columbia County, NY is limiting recyclables based on a new contract that was signed on August 1<sup>st</sup> with Casella. Items with plastic coating or wax-coated paper will no longer be accepted.
- Centre County, PA will no longer accept black plastic or cups.
- La Crosse, WI will no longer accept #3, 6 and 7's.
- Lake Oswego, OR recycling yard, run by Far West Recycling will shut down on September 23<sup>rd</sup>.
- Clearfield County, PA Solid Waste Authority is no longer accepting mixed paper.
- Rock Hill, SC city officials were surprised to learn that recyclables were landfilled by their MRF operator, Pratt Industries. The contract states that "all recyclable material shall become Pratt's property..." leading city officials to believe that they were recycled. But, recently they have learned that glass and #3-7's are landfilled due to a lack of market.
- Tega Cay, Chester and Lancaster Counties, SC no longer accept glass because their MRF owned by Sunoco no longer accepts it. Sunoco explained that glass is hard on the equipment and that there is no market.
- Bakersfield, CA is considering increases to recycling of \$3/hh/month due to pricing and contamination issues. They used to sell recyclables for \$60/ton, but now pay

\$70/ton. This swing has resulted in \$750,000 in losses so far. In addition, contamination increased from 18% in 2011 to 40% today.

- Plymouth, MA eliminated its curbside program due to costs.
- Tega Cay and Chester County, SC no longer accept glass. Lancaster County, SC will soon follow. Their MRF, Sunoco no longer accepts it.
- Oregon, OH plans to suspend the remaining two years of its recycling contract with Waste Management to avoid added costs of \$11,000/month. Demand is limited to OCC and aluminum cans.
- Strathcona County, Albert, CA will no longer accept glass, EPS, coffee cups and plastic other than containers.
- Twin Falls, ID had capped the price they would pay for recycling at \$100/ton. With prices reaching \$160-170/ton, they were sending materials to the landfill. However, beginning in October, the city approved a higher cap of \$175/ton.
- Lake Worth, FL will switch to dual stream beginning October 1<sup>st</sup>.
- Lakeland, FL has hired RRS for \$55,000 to develop an outreach and education campaign on recycling.
- O'Fallon, MO is reviewing options for what to do with its recycling now that Resource Management has told them that they will only accept dual stream materials. Until July, Resource Management paid O'Fallon \$100,000/year. Now, the city will have to pay \$630,000. Therefore, city decided to discontinue its single-stream program. Instead, curbside recycling will be limited to containers (aluminum, glass and plastic). O'Fallon has now signed a contract with the city of St. Peters which operates its own facility that to manage containers. Fiber will be handled by O'Fallon; however, a market has not yet been secured.
- Ruidoso Downs, NM's Greentree Solid Waste Authority will remove mixed paper from their recycling drop-off locations.
- Delmont, PA will no longer accept #3-7 plastics.
- Jacksonville, FL will be limited to OCC, paper, magazines, metal cans, plastic bottles, and glass bottles and jugs. The contractor, Republic Services, said that glass bottles may be removed in the future.
- Norwalk, CT announced a new recycling list effective October 1<sup>st</sup> which will exclude items such as plastic bags and flexible film, EPS, single-use cups and straws.
- Millburn, NJ no longer accepts plastic bags curbside.
- Cranford, NJ must rinse out containers and clean out food waste.
- Westfield, NJ will no longer accept shredded paper.
- Erie County, PA will no longer accept glass shredded paper, envelopes, postcards or other small papers in their curbside program.
- Winneshiek County, IO has stopped accepting film in their recycling.
- Southern Recycling Center in Carbondale, IL will no longer accepts #3-7 plastics and plastic bags.
- Portland, IN mayor wrote a letter to the editor claiming that due to China, OCC and glass are the only items that have value. While working through contractual issues, their existing contractor, Best Way, has extended the current contract through October.

- Sitka, AK residents will face contamination charges of up to \$150/ton for greater than 10% contamination. The city requires tin and aluminum to be segregated and no longer accepts mixed paper.
- Barnstable, MA's drop-off center will no longer be single stream. Beginning in October, separate containers will be available for OCC, plastics, mixed paper, metal cans and glass.
- Cuyahoga County, OH limits recycling to the following five items: food and beverage cans; milk, juice and broth cartons with caps; glass bottles and jars with caps; fiber including paper, boxes, mail, magazines, newspaper, cereal boxes and OCC; plastic jugs and bottles with caps.
- Auburn, AL received a grant from the state for single-stream carts allowing them to switch all city customers to single stream in early 2019. Acceptable materials will be metal food and beverage cans, #1-7 plastics, OCC, and paper. Glass, plastic bags and Styrofoam will be prohibited.
- Kingston, NY will consider switching to dual stream. To support the switch to dual stream, the common council approved additional cart purchases totaling \$400,000 of which \$200,000 will be reimbursed by the state. Containers and fiber will be picked up on alternating weeks.
- Cadillac, MI residents are questioning recycling services for which they are mandated to pay \$2.5/hh/month plus a fuel surcharge. Yet, their contractor, Ms. Green does not accept glass, EPS, cartons and some plastics. Lake City, MI accepts glass, but last month found that their processor no longer will accept it.
- Blacksburg, VA will only take #1 and 2 plastics. The new rules will limit recycling to glass, paper and OCC, #1 and 2's, and cans. Plastic bags, EPS, solo cups, take-out containers, cables, food, liquid, clothing and toys are unacceptable.
- Phoenix, AZ is encouraging residents to not put plastic bags, pizza boxes and light bulbs in their bins. The city's net revenue from recycling has dropped from \$350,000/month to \$50,000/month in the last year. Although the city's materials have been able to maintain China as a market for its materials, more recently they are adding South Korea as an outlet. This city is also instituting cart audits.
- Idaho County, ID commissioners voted to drop plastic recycling with Lewis Clark Recyclers due to lack of markets.
- Clearwater County, ID discontinued plastic recycling despite having six tons of plastic on hand.
- Grove City, IO will limit plastics to #1, 2, and 5's.
- Lowell, MA has issued more than 5000 warnings this year and since the end of August issued \$25 fines. To date, 215 citations have been issued. These efforts stem from charges received from Waste Management in the amount of \$82,500 with the potential to reach \$400,000 in 2019. An additional \$292,000 could be charged for the 30% contamination.
- Arlington County, VA is conducting an analysis on glass and will likely suggest removing it from its recycling streams. They anticipate providing guidance in November.

- North Augusta, GA may increase recycling fees due to drops in revenue. Last year, they made over \$400k, this year it may not be \$150k.
  - Bismarck, ND will close eight of its drop-off sites operated by WM due to contamination. They will continue to operate one site at the landfill.
  - Buffalo, WY recycling center no longer accepts #3-7 or plastic bags. The Walmart still accepts plastic bags but that might also end.
  - Dothan, AL is considering making program changes or even suspending their recycling program due to rising costs. Fees rose from \$135,000/year to \$239,000 and could rise to \$285,000. Combined with staffing and equipment costs, the city could spend \$650,000/year for recycling. The city may consider reducing the items picked up from its current program that accepts paper, plastic, aluminum, steel and OCC.
  - Enterprise, AL ended its curbside program on October 1<sup>st</sup> but still provides a drop-off option.
  - Billings, MT businesses can only recycle OCC with Republic. Also, Republic is not taking on any new residential customers.
  - City of Wentzville, MO will no longer accept glass, paper or OCC in their curbside recycling program. Cans and #1, 2, 3, 5 & 7 plastics will be accepted. Glass, paper and OCC can be taken to drop-off locations.
  - Sherman, TX will not accept glass. Clean fiber, #1 and #2's and cans can still be recycled.
- **Recycling contracts and costs.** The industry continues to adjust to the changes in recycling. Many communities are reviewing their recycling contracts and some are beginning to renegotiate them.
    - Western Recycling and the Pocatello City, Idaho will renegotiate their contract after the city approved this on June 14<sup>th</sup>.
    - On the east coast, Penn Waste is approaching municipalities about renegotiating their contracts. They currently collect recycling from 70 municipalities. Penn Waste updated their guidelines for recycling to go "back to basics" on July 1<sup>st</sup>. The items they will recycle is limited to: cans; newspapers; #1, 2, & 5 plastic and glass bottles and jars; cardboard; and cartons.
    - Koekuk County, Iowa will issue a one-year renewed contract to Waste Management rather than the typical three-contract due to preferences by both parties as a result of "tanking" recycling when China got "real finicky."
    - Recology and SeaTac, WA are negotiating an amendment or surcharge to the existing contract to address changes in recycling.
    - Republic Services is requesting that Hartford, CT's Materials Innovation and Recycling Authority (MIRA) consider renegotiating the contract due to losses it is experiencing from depressed commodity prices.
    - Coeur d'Alene agreed to restructure the city's solid waste contract with Coeur d'Alene Garbage Services to "absorb a crash in market demand for recyclables."
    - Beginning July 2<sup>nd</sup>, Pensacola, FL will once again have an outlet for recyclables after reaching an agreement with Emerald Coast Utilities Authority. For nine months, recycling was landfilled after Tarpon Paper stopped taking the city's material.

- Brighton, MI recently approved a one-year contract with Waste Management that includes a \$9/household increase directly attributable to China's National Sword policy.
- Auburndale, FL commissioners are considering a request by Advanced Disposal and Republic services to increase recycling fees from \$2.53/month to \$4/month in October and \$5.46/month in October 2019. A vote is expected in August.
- Decatur, GA switches service providers due to cost concerns related to recycling. The city signed a one-year contract with Pratt. Curbside glass will now be managed in a separate bin.
- Las Cruces-Dona Ana County, NM approved a rate hike from \$5.40 to \$6.50 beginning September 1. There will also be an effort to reduce contamination. However, recent efforts to limit recyclables to a "fab five" has flopped. What happens to items that do not have a market is uncertain as it is currently being stockpiled.
- Richland, WA contractor Clayton Ward has found only a single vendor to take their recyclables, Waste Management's SMaRT Center. Last year, Richland was paid about \$16/ton for its materials. This year, Richland has paid SMaRT \$122.60/ton to take the recycling.
- Village of Walnut, IL approved a 54 cent per household increase to Republic Services to address higher costs related to recycling.
- Staunton, VA will pay 16 times more for recycling services beginning August 1<sup>st</sup>. Sunoco Recycling will charge \$52,000 annually for what the city is currently paying \$3100. In addition to curbside collection, Sunoco provides drop-off containers which were previously free but will now cost the city \$75/month each. Material costs will also change with the city receiving payment for OCC and aluminum but paying for mixed paper (\$50/ton), plastic (\$60/ton), and glass (\$32.50/ton).
- Copley, OH is seeking legal advice on a 95-cent/month/household increase requested by Republic Services. They are in the third year of a five-year contract.
- Rapids City, IL agreed to pay \$1900 more annually for recycling services to Republic Services for its 406 households. The current contract expires in June 2019.
- Leominster, MA's new contract with G.W. Shaw & Son went from \$0 for recycling to \$87.50/ton which based on last year's recycling rate could cost the city an additional \$220,000.
- Fitchburg, MA also began paying for recycling for the first time in 25 years at \$40/ton when Waste Management began enforcing a contract provision that allowed them to charge.
- Stamford, CT rebid their recycling contract after the previous one with City Carting expired in June. The two bids were for \$58 and \$80/ton with City Carting providing the low bid. Prior to this bid, recycling had been a revenue source for the city by as much as \$250,000. Last year, they received \$95,000. The new contract requires the city to pay \$700,000.
- West Orange, NJ approved a new 5-year contract with Suburban Disposal for refuse and recycling collection. The \$2.9 million contract represents a 65% increase over the previous contract.



- Chenoa City Council, IL is weighing options for managing recycling including whether to pay an additional 70 cents per customer for 12-months with rates to change again at the end depending on markets. Alternatively, the city might consider eliminating the recycling program.
- North Salem, NJ rebid its recycling contract due to expire at the end of August. Only the current contractor, City Carting, provided a new bid at a 43% increase over the previous year. The bid went from \$632,000 to \$903,000. The reason for this increase is that the Beacon Plant recycling center used to pay \$15/ton but now charge \$61/ton and may increase to \$85/ton. Garbage disposal, by comparison, is \$72/ton. Other potential bidders cited gas prices and union wage increases as issues.
- Cordova, IL will face a 39 cent/month increase in waste management bills beginning in September to offset new recycling costs from Republic Services. The new recycling collection contract was extended to 2025.
- Raisin Township, MI is looking at options to keep their drop-off facility open as a result of a notice from their contractor, Modern Waste, that the cost per load would increase from \$18.75 to \$133. The recycling center will close by September 1.
- Valley Center, KS is facing a \$1.63 increase per customer from its curbside contractor, Waste Management. A previous drop-off center operated by Waste Connections was removed by the company because of cost considerations. Waste Management stated that the reason for the increase is that they have to pay Waste Connections \$90/ton at the transfer station where previously there was no cost.
- Auburndale, FL is reviewing a request from Advanced Disposal to increase curbside costs from a stipulated contract rate of \$2.53/month to \$4/month effective October. The rate would increase to \$5.46 next October.
- Gouldsboro, ME has eliminated the curbside recycling program beginning September 1<sup>st</sup> due to rising costs. The price to recycle went from \$45/ton last November to \$140/ton and is expected to continue to rise, possibly as high as \$200/ton by the end of the year. Casella Waste Systems will not offer a fixed price for recycling due to market volatility.
- Oyster Bay, NY will continue to be paid by Winter Brothers for their recycling through the end of 2018 at a rate of \$25.08/ton. However, the four one-year extensions will not be enforced and the town will rebid the contract for 2019 and beyond.
- Roy & North Ogden, UT face increases to recycling costs. Waste Management has approached the City of Roy about raising collection costs by \$1.23/month from \$10.94 to \$12.17 beginning in December. North Ogden faced a similar request earlier from Republic Services and raised rates by \$0.49/month from \$11.83 to \$12.33.
- DeBary, FL voted to immediately suspend its residential recycling program at the city council meeting on August 1<sup>st</sup> after being informed by its processor, GEL Corp., proposed fees for the previously free service. The proposed fee was between \$80 and \$120/ton.

- Volusia County, FL has received a request from GEL Corp. to pay \$80/ton for processing recycling, an increase to the current \$35/ton contracted rate. The county council will consider the request at their September meeting.
- Orange City, FL has a current contract with WCA for recycling at rate of \$14.28/year/household. The contract expires on September 30, 2020 and is limited to increases tied to the CPI. WCA takes the material to Waste Connection's Sanford Recycling and Transfer Station.
- Deland, FL is considering GEL Corp.'s request for processing fees. They are also considering alternative options.
- Foley, AL will sign a one-year contract with Emerald Coast Utilities Authority. The ECUA will not charge for recycling but will also not provide any revenue. This is cheaper than sending it to the landfill which would be \$33/ton. The city will reevaluate its options if the price climbs above the \$33/ton mark and consider dropping down to OCC and aluminum.
- Madeira Beach, FL is negotiating its new collection contract for recycling with Waste Connections. The new contract increases the rate for houses by 116% and for condos by 56%. Waste Connections cited higher processing costs as the primary reason.
- Winter Haven, FL has approved a request for a rate increase of 38% going from \$2.50/resident/month to \$3.44/resident/month from Advanced Disposal. The rate would go up again in FY19/20 to \$3.94/resident/month.
- Waltham, MA voted to pay \$100,000 to cover increased recycling costs. EZ Disposal, the city's contractor, said that it is now costing them over \$90/ton to tip their recycling, significantly more than \$52/ton for waste disposal. Saying that other communities pay up to \$200/ton, Waltham's "recycling is cleaner...keep[s]...costs down."
- Mansfield, MA has received a request from Waste Management outlining issues that affect recycling costs. The town could face additional costs of \$165,000/year for services. Both China and glass were cited as issues. Town Selectman, Neil Rhein, who is also founder of Keep Massachusetts and Keep Mansfield Beautiful said, "The whole industry is on the verge of collapse."
- Largo, FL commissioners voted to increase solid waste fees by 20%, an increase of \$3.50/household/month. Since 2014, the city has received about \$300,000 annually for its recyclables. Beginning in February, they will have to pay up to \$500,000/year.
- Parkside, PA used to receive about \$35/ton for their materials ten years ago. Now they have to pay \$65/ton to get rid of it. They received word on Wednesday that it would go up to \$85/ton with the potential to increase to \$120/ton by the end of the year.
- Upper Darby, PA received \$6-7/ton as recently as 2015. In 2017, they were paying \$35/ton. They budgeted for \$37/ton for 2018 but the hauler stopped offering the service in March forcing the town to use WM for \$55/ton. Contaminated loads cost \$150/ton.

- Livingston, MI's Recycle Livingston raise membership fees by \$10 to address increased fees from GFL who used to take materials for free but beginning September 1 will charge \$200/load. In addition, only #1 & 2 plastics will be accepted.
- Dartmouth, MA raised rates for residents for recycling from \$80 to \$90/year to address a changed contractor. Their previous contractor WeCare Environmental halted operations. Dartmouth now uses Republic Services.
- St. Joseph County, IN curbside program may be dropped next year due to bidding services instead of approving a 10-year contract extension with Borden Waste-Away Service. The contract extension would have come with no increased price. Instead, it was rebid and Borden, the only bidder, bid an increase from \$28/hh/yr to \$35/hh/yr. The new bid also requires the city to split expenses when sales revenue fall below \$50/ton.
- Norfolk, VA's contractor, TFC Recycling, wrote a letter to the city announcing that it will be terminating its contract by the end of October originally scheduled to run through 2022.
- San Jose, CA has deferred recycling contract discussions until September 18<sup>th</sup>. The city will consider whether to waive financial penalties for failing to divert recyclables from the landfill. The city will also consider taking action on developing a new RFP for collection and processing for services beginning July 2021 that would be for a term of 15 years. The new RFP would solicit suggestions for how to address the evolving markets and reduce GHGs.
- Parkside, PA is currently seeking bids for a new contract for 2019-2021. Its current contract with B&L Disposal requires splitting disposal costs with the borough, but that is expected to end in 2018. Parkside, due to its size, could consider ending its recycling program, an option not available to larger communities in Pennsylvania. A decision will be made on the current situation on August 22<sup>nd</sup>.
- New Franklin, OH officials have been approached by Republic Services for an increase to their price which could raise the cost by up to \$2/hh/month. Republic will only accept #1 and 2's, and paper, but not OCC.
- Richmond, MI city council voted to amend its waste services contract to address an increased recycling cost of \$6/hh/year and reducing the five year contract to four.
- Municipal Utility District 119, TX voted to end their recycling program affecting neighborhoods in Harris County effective September 12<sup>th</sup>.
- San Angelo, TX has been approached by Republic Services to amend their 10-year contract signed in 2014 due to rising costs. Republic took recyclables to Butts Recycling but their contract ended on August 1<sup>st</sup>. Butts continues to take the material, but the price is nearly four times the previous amount. The cost is expected to increase by \$2-2.50/hh/month. Republic Services is now requesting to end their curbside recycling program entirely or increase the price. Opponents want Republic to stick to their contract, citing a second landfill contract where the company may be still making money. The city is conducting a survey that will be presented to the city council on October 16<sup>th</sup>.
- Wheeling & Clearview, WV area public drop-offs will be shutting down due to unacceptable contamination levels.

- Allen Township, PA hired Smart Recycling Solutions to help them with their new agreement for recycling and trash hauling. The current agreement with Advanced Recycling will expire next April and given current market conditions, the town felt that expert advice was needed.
- St. Joseph County, IN Solid Waste Management District hoped to get a bargain by putting out a contract for bid earlier this year rather than approving a 10-year contract extension with Borden Waste-Away Services that called for no increase in price. Instead, they received a bid from only Borden for the 10-year period which increases the price from \$28/hh/year to \$35/hh/year beginning next year.
- Onondaga County Resource Recover Agency, NY is considering implementing a \$25/hh/year fee to cover recycling. Previously, the county used Waste Management's Liverpool facility to process the recyclables and received payment amounting to \$125,000 last year. However, WM cancelled its contract with the county in July after the blended value fell below \$40/ton for more than three straight months. It may cost the county more than \$2M next year to manage the material. The new contract has a cap of \$49/ton.
- Bethel Park, PA will switch contractors from Republic to Waste Management when they sign their new 5-year \$11.6M contract that takes effect in January. The contract which includes both trash and recycling will make changes to the recycling in that glass will not be included and only #1-2 plastics will be accepted. Penalties for contaminated loads could be imposed beginning in 2020.
- Little Rock, North Little Rock and Sherwood, AR may see costs for curbside recycling increase from \$2.99/hh/mo to \$4.14/hh/mo beginning in April as a new contract is expected to be drafted between the jurisdictions and Waste Management. Glass will be dropped from the program. Little Rock, AR approved new curbside terms with Waste Management that will raise costs to \$4.14/hh/month, up from \$2.99/hh/month effective April 1<sup>st</sup>. The next year, the rate will increase to \$4.29/hh/month. Waste Management will pay \$150,000 to the district to educate residents on recycling right at \$5000/month for 30 months. Glass will be dropped from curbside beginning in April.
- Malden, MA public works director estimates that their flat-fee 20-year contract with JRM Hauling and Recycling Services is saving the city about \$1M annually due to changes in commodity prices. However, residents are frustrated by lack of notification regarding a switch to dual-stream.
- Jackson, MS is considering canceling their curbside recycling contract with Waste Management to save \$1.1M. Only about 60% of residents participate, well below the national average of 75%. Jackson can leverage recent commodity price changes to renegotiate the contract.
- Brookhaven, NY says that the town anticipated market instability when it signed its 25-year contract with Green Stream in 2014 and expects the contract to be honored. In turn, they plan to honor their contract with Smithtown who they pay \$15/ton for single stream. Green Stream, by contrast, claims that this is a "true force majeure situation" and that changes need to be made. Green Stream Recycling will shut down as soon as the end of October. Brookhaven officials will select a new

contractor by November 2<sup>nd</sup>. The current agreement requires Green Stream to pay the town \$20/ton and operate the plant. In turn, Green Stream could keep any profits from commodity sales. Brookhaven says that it is owed \$1.7M. Brookhaven has delayed award of a new contract until November 20<sup>th</sup> pending answers to questions.

- Attleboro, MA found that they had exceeded their contractually limited 10% contamination rate with Waste Management when audits showed contamination between 25-33%. This might trigger a renegotiation to their currently favorable \$15/ton rate. The health department has responded by issuing “friendly reminder” tickets to residents. After the first warning, resident will face a \$25 fine. Angry residents are complaining to their city councilors.
- Sandusky, OH debated what to do about recycling in the wake of a request by Republic Services for \$100,000 to operate two previously free recycling drop-off centers. Republic plans to exercise their opt-out clause if the city does not pay.
- Roy, Utah officials considered abandoning recycling, but ultimately agreed to increase the bimonthly rate by \$2.46/hh. Residents will be able to opt out of the service.
- Columbia County, NY is considering charging \$50/year/hh to cover what was once free recycling services. The county collects about 2500 tons/year and exceeded its annual \$70,000 budget for 2018 by July. Next year, costs are predicted to reach \$250,000.
- Coeur d’Alene, ID restructured its solid waste contract to reflect market trends, meaning that it will pay \$17,000/month for recycling.
- Ulster County Resource Recovery Agency, NY voted to increase fees for single stream and to discontinue accept single stream by the end of the year. The town of Ulster stopped accepting single stream on August 1<sup>st</sup>.
- Douglass Township, PA’s contractor Advanced Disposal requested the town to re-educate the residents on recycling to clean it up. Due to rising costs, Advanced may not “be able to accept glass, certain types of plastic and junk mail.” They were awarded a 2-year \$530,659 trash and recycling contract at the beginning of the year.
- Ellsworth Village, MN is considering a \$4/hh/month increase to its current \$1/hh/month recycling fee. They approved a new 5-year contract with Paul’s Industrial Garage for collection services.
- Geneva, OH is considering amending its contract with WM due to rising recycling costs. The increase would be \$0.66/hh/month.
- Waterloo, IO received a single bid that was 60% higher than its current costs for processing recyclables. Republic Services submitted the only bid at \$144.54/ton for material delivered to its Cedar Falls location.
- Oskaloosa, IO city council declined a recycling contract with MidWest Sanitation on October 4<sup>th</sup> leaving residents wondering what to do with their recycling. The city clarified in an e-mail saying that haulers are required to offer curbside service as part of the trash collection.
- Marysville, WA city council is considering a request by WM to increase recycling rates to \$5.52/hh/month from its current \$4.79/hh/month. Processing costs have

- increased \$14/ton while commodity value decreased \$15/ton, leading to a \$29/ton swing.
- Pullman, WA residents will begin paying \$1.59/hh/month commodity surcharge on top of their existing \$5.31/hh/month recycling costs. Surcharges for dumpsters will vary by size. Recyclables are collected by Pullman Disposal Service and sent to Republic Services in Seattle. The surcharge will be reexamined every six months. The city is also looking at reissuing its recycle stickers but is waiting to determine what is recyclable. Currently, the sticker includes glass, which is no longer accepted.
  - San Diego, CA agreed to pay its recycling contractor, IMS Recycling Services and Allan Company, retroactively back to May 1<sup>st</sup> to make up for losses. The amended contract runs through next June. A new RFP will be issued shortly.
  - Bozeman, MT residents saw a \$7/hh/month increase for recycling from Republic Services.
  - Hampton, VA approved \$600,000 from its solid waste enterprise fund to keep its recycling program intact through June 2019 with TFC Recycling.
  - Lawrence-Scioto Solid Waste District, WV have suspended recycling at drop-off sites in Lawrence and Scioto counties as a result of their contract expiring with Republic Services. Rumpke bid on a new contract, but the District is trying to negotiate a lower price.
  - West Jordan, UT will increase its solid waste pickup costs from \$12.83/hh/month to \$16/hh/month with another \$1.50/hh/month for opt in/opt out recycling.
  - Chicago, IL Alderman John Arena wants to incentivize recycling by changing its garbage collection fee with a volume-based rate to boost the city's 9% recycling rate.
- **Joint Advisory on Recycling Contracts.** NWRA and SWANA developed a joint advisory for recycling contracts along with two addenda. These may be helpful when approaching municipalities about contracts. NWRA and SWANA anticipate reissuing the advisory next week with a new preface to increase awareness.

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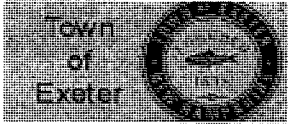
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*Joint advisory:*

- NWRA-SWANA Joint Advisory for recycling contracts.  
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**EXTV CATV Fund Purchase Request**





Russ Dean &lt;rdean@exeternh.gov&gt;

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## Select Board Meeting - Dec 17th

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**Robert Glowacky** <rglowacky@exeternh.gov>  
To: Russ Dean <rdean@exeternh.gov>  
Cc: Julie D Gilman <juliedgilman@comcast.net>

Thu, Dec 20, 2018 at 1:12 PM

Hi Russ and Julie,

Could I put Exeter TV on the agenda for the January 7th Select Board meeting to discuss purchasing equipment and use of the town hall.

I've attached a simple spreadsheet with the itemized list that has the cost breakdown with a brief description of what the items will be used for. As for the Town Hall use, we'd either like to know the procedure for applying for the back room and gallery on a recurring basis (similar to how the Chamber has the ticket room for their monthly meetings) or if we can come to some agreement about reserving the back room for certain days. We have several shows now that we want to produce on a regular basis and need a space to do so. Our office is not suitable for filming on an ongoing basis and there's usually always an empty room in the town hall, or at least one that isn't in use.

Let me know if you need me to prepare anything else.

Regards,

Bob  
[Quoted text hidden]

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 **Stuff to buy.xlsx**  
15K

Item	Item Name	Purpose	Cost	Quantity	Total Cost
Tripod Legs	Benro A373t aluminum tripod	PTZ cameras will be mounted on tripods that are light but sturdy enough to hold the load instead of being permanently wall mounted like the cameras in the Nowak Room.	\$ 199.00	3 \$	597.00
Tripod adapter	Benro 75mm half ball adapter	This connects the legs to the camera	\$ 50.00	3 \$	150.00
<b>Control Case</b>				\$	-
carrying case	6U, 19" Deep Moldded Audio Rack: w/ Wheels	This 6U - 19inch deep hard carrying case will carry the rack mounted items below. This case weighs 18 pounds and with everything else will come to around 40 pounds that is light enough to lift up onto a table.	\$ 204.99	1 \$	204.99
rack monitor	lillipiut RM-1730/S	This rack mounted monitor folds out from a 1U sized drawer. The monitor is shock and drop resistant so it will be durable and won't break when we are setting up and breaking down the mobile studio.	\$ 1,169.10	1 \$	1,169.10
8 channel line/mic audio mixer	Rolls RM82 Mixer	This audio mixer can take microphone or line inputs as well as output a line or mic signal. This can be used to hook up up to 8 microphones or several microphones and other audio mixers with more mics.	\$ 225.00	1 \$	225.00
switch PoE	Ubiquiti UniFi Switch	This switch will take in the ethernet cables from all the PTZ cameras and send a signal to th PTZ controller as well as the video signals to the Tricaster. It creates a local internet connection that can also be hooked into the town's system in order to stream/record live meetings and events when on site.	\$ 228.95	1 \$	228.95
Powerstrip	Tripp Lite RS1215RA	This will supply power to all of the components for the live studio.	\$ 49.98	1 \$	49.98
<b>PTZ Case</b>					
carrying case with foam	Pelican™ 1560 Protector™	This large hard, water resistant case will store the PTZ cameras and controllers	\$ 188.60	1 \$	188.60
PTZ Camera Controller	PTZ Pro by Skaarhoj	This allows us to use a joystick to more accurately and smoothly control the three PTZ cameras remotely	\$ 1,999.00	1 \$	1,999.00
<b>Lighting</b>					
3 point lighting kit made by Roto	Rotolight NEO 2 Explorer Kit	This 3 piece lighting kit will allow us to get proper exposure of our subjects in a variety of lighting conditions helping the cameras to perform to the fullest	\$ 1,599.00	1 \$	1,599.00
Impact Saddle Sandbag	Impact Saddle Sandbag	These sandbags are a safety measure used to wiegh down equipment on stands so they don't fall over	\$ 89.56	1 \$	89.56
			<b>Total</b>	15 \$	<b>6,501.18</b>

**Optional**

Wireless Lav Mic Kit	Sennheiser Wireless Microphone Combo System	This set comes with 2 wireless lav, or clip-on mics. These wireless microphones are an industry standard, rugged and worth their price. They allow us to get a clear and crisp audio signal from subjects without the need for large XLR cables to be run across the filming area.	\$ 1,599.00	1	\$	1,599.00
Wireless Camera Connector	NewTek Connect Spark HDMI	The Spark allows you to plug in any camera or HDMI source and use wifi to pull the camera into the Tricaster Mini system. This could be used to have a camera moving around without attached cables doing interviews in one space while the PTZ cameras are in another space. Or you could have a camera moving around the studio to get more dynamic shots and close ups to increase the production value.	\$ 499.00	1	\$	499.00

**FY19 Bonds Budget And Warrant Articles**

EXETER TOWN WARRANT – 2019

To the inhabitants of the Town of Exeter, in the County of Rockingham, in the said State, qualified to vote in Town affairs:

**First Session**

You are hereby notified that the first session (the Deliberative Session) of the Annual Town Meeting will be held on Saturday, February 2<sup>nd</sup>, 2019 beginning at 9:00 a.m. at the Arthur L. Hanson III Center for the Performing Arts at Exeter High School, 1 Blue Hawk Drive. The first session will consist of explanation, discussion and debate of each of the following warrant articles, and will also afford voters who are present the opportunity to propose, debate and adopt amendments to warrant articles, except those articles in which wording is prescribed by state law.

**Second Session**

The second session of the annual town meeting, to elect town officers by official ballot and to vote on all warrant articles as they may have been amended at the first session, will be held on Tuesday, March 12<sup>th</sup>, 2019 at the Talbot Gymnasium at the Tuck Learning Center, 40 Linden Street. Polls for voting by official ballot will open at 7:00 a.m. and close at 8:00 p.m.

**Article 1 – Elections Article**

**To choose the following:** 1 Moderator for a 2-year term; 2 Select Board for a 3-year term; 3 Trustees of the Library for a 3-year term; 1 Trustee of Swasey Parkway for a 3-year term; 1 Trustee of Trust Funds for a 3-year term; 1 Trustee of the Robinson Fund for a 4-year term.

**Articles 2-6 Zoning Amendment #1:** Are you in favor of the adoption of Amendment #1 as proposed by the Planning Board for the town zoning ordinance, as follows:

**Article 3 Zoning Amendment #2:** Are you in favor of the adoption of Amendment #2 as proposed by the Planning Board for the town zoning ordinance, as follows:

**Article 4 Zoning Amendment #3:** Are you in favor of the adoption of Amendment #3 as proposed by the Planning Board for the town zoning ordinance, as follows:

**Article 5 Zoning Amendment #4** Are you in favor of the adoption of Amendment #4 as proposed by the Planning Board for the town zoning ordinance, as follows:

**Article 6 Zoning Amendment #5** Are you in favor of the adoption of Amendment #5 as proposed by the Planning Board for the town zoning ordinance, as follows:

**Article 7 – Exeter Public Library Renovations/Repairs**

To see if the Town will vote to raise and appropriate the sum of four million five hundred thousand eight hundred and eighty five dollars (\$4,505,885) for the design and construction of renovations and repairs, including furniture, fixtures, replacement of the HVAC system, and equipment, of the Exeter Public Library, and to authorize the issuance of not more than \$4,505,885 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Debt service will be paid from the general fund. (Average tax impact presuming a 15 year bond at 2.93% interest is \$66.41 per

year on a home valued at \$300,000 for the life of the bond). This payment would not impact the tax rate until 12 months after bond issuance.

(3/5 ballot vote required for approval.) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 8 – Recreation Park Design/Engineering**

To see if the town will vote to raise and appropriate the sum of two hundred fifty thousand dollars (\$250,000) for the purpose of design and engineering costs related to the future renovation and expansion of the recreation park at 4 Hampton Road, and authorize the issuance of not more than (\$250,000) of bonds or notes in accordance with the provisions of Municipal Finance Act (RSA 33), and authorize the Board of Selectmen to issue and negotiate such bonds or notes and determine the rate of interest thereon. Debt service will be paid from the general fund. (Average tax impact presuming a 5 year bond at 2.22% interest is \$9.55 per year on a home valued at \$300,000 for the life of the bond). This payment would not impact the tax rate until 12 months after bond issuance.

(A 3/5 ballot vote required for approval.) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 9 – Salem Street Water/Sewer/Drainage Improvements**

To see if the town will vote to raise and appropriate the sum of three hundred twenty-five thousand and zero dollars (\$325,000) for the purpose of design and engineering costs for utility improvements including water, sewer, roads and drainage in the Summer/Salem Street, Park Street, and Warren Avenue areas, and authorize the issuance of not more than (\$325,000) of bonds or notes in accordance with the provisions of Municipal Finance Act (RSA 33), and authorize the Board of Selectmen to issue and negotiate such bonds or notes and determine the rate of interest thereon. Debt service to be shared by the water, sewer and general funds. No tax impact.

(A 3/5 ballot vote required for approval.) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 10 – Choose Town Officers**

To choose all other necessary Town Officers, Auditors or Committees for the ensuing year.

**Article 11 – 2019 Operating Budget**

Shall the Town of Exeter raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$19,168,286. Should this article be defeated, the default budget shall be \$18,947,453 which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Estimated Tax Impact: 2019— 15 cents per 1,000 tax impact or \$45 for a 300,000 home).

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 12 – 2019 Water Budget**

Shall the Town of Exeter raise and appropriate as a water operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$3,263,305. Should this article be defeated, the water default budget shall be \$3,294,537 which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 13 – 2019 Sewer Budget**

Shall the Town of Exeter raise and appropriate as a sewer operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$2,828,137. Should this article be defeated, the default budget shall be \$2,462,004 which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 14 – Fire CBA**

To see if the Town will vote to approve the cost items included in the three year collective bargaining agreement reached between the Select Board and the Exeter Firefighters Association, which calls for the following increased salaries and benefits at the current staffing levels:

Year	Estimated Salary/Benefits Increase	Health Premium Savings
FY19	\$26,456	(\$3,790)
FY20	\$50,822	(\$11,370)
FY21	\$34,264	(\$20,844)

And further, to raise and appropriate the sum of twenty two thousand, six hundred and sixty six dollars (\$22,666) for the 2019 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels, minus anticipated health insurance premium savings. (Estimated Tax Impact: 2019—1.3 cents per 1,000 of assessed value or \$3.88 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 15 – SEIU CBA**

To see if the Town will vote to approve the cost items included in the three year collective bargaining agreement reached between the Select Board and the SEIU Local 1984 covering Public Works and Administrative/Clerical employees, which calls for the following increased salaries and benefits at the current staffing levels:

Year	Water/Sewer Fund	General Fund	Total	Health Plan Savings
FY19	\$21,501	\$38,828	\$60,330	(\$16,287)
FY20	\$14,389	\$19,239	\$33,628	(\$16,287)
FY21	\$13,105	\$20,771	\$33,876	(\$16,287)

And further, to raise and appropriate the sum of forty four thousand and forty-two dollars (\$44,042) for the 2019 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels. The amounts raised will be \$27,773 (General Fund), and \$16,269 (Water/Sewer Funds). These appropriations are net of expected health insurance savings in each fund. (Estimated Tax Impact: 2019—1.3 cents per 1,000 of assessed value or \$4.76 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article XX – Epping Road Sidewalk Extension – TBD pending grant determination.**

**Article 16 – Replace Streetlights with LED Streetlights**

To see if the Town will vote to raise and appropriate the sum of one hundred eighty seven thousand eight hundred and eighteen dollars (\$187,818) for the purpose of purchasing town streetlights and fixtures currently owned by Unitil and replacing the streetlights will be replaced with new energy efficient LED lighting. The sum raised will be paid back to the town's general fund through electric rebates and future anticipated energy savings. There is a projected five year payback for this project. This sum to come from unassigned fund balance. (Estimated tax Impact 2019: None. No amount to be raised from taxation)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 17 – Hook Lift Truck for Water-Sewer Department Lease/Purchase**

To see if the Town will vote to authorize the Board of Selectmen to enter into a 5-year lease/purchase agreement for \$174,959 for the purpose of lease/purchasing a hook lift style dump truck for the Exeter Water/Sewer Department to replace a 2008 truck to be transferred to the Highway Department, and to raise and appropriate the sum of forty-one thousand seven hundred eighty dollars (\$41,780), which represents the first of 5 annual payments for that purpose. This lease/purchase will contain an escape (non-appropriation) clause. This sum to come from water and sewer fees.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 18 – Public Safety Dispatch Upgrades**

To see if the Town will raise and appropriate, through special warrant article, the sum of one hundred fifty-three thousand four hundred and fifty one dollars (\$153,451), for the purpose of making upgrades to the Town's public safety dispatch system. This sum to come from general taxation. (Estimated Tax Impact: 2019— one time impact of 8.8 cents per 1,000 of assessed value or \$26.30 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 19 – Appropriate to Capital Reserve Fund - Sidewalks**

To see if the Town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to be added to the Sidewalk Repair and Replacement Capital Reserve Fund previously established. This sum to come from general taxation. Estimated Tax Impact: 2019—one time impact of 6.9 cents per 1,000 of assessed value or \$20.57 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.



**Article 20 – Establish Town Parks Improvement Capital Reserve Fund and Funding**

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 known as the “Parks Improvements Fund” for the purpose of making capital improvements to town parks including but not limited to Kids Park, Townhouse Common, Gilman Park, Founders Park, Recreation Park and others, and to raise and appropriate the sum of one hundred-thousand (\$100,000) to be placed in this fund and further the Select Board shall be named agents of the fund and be authorized to make expenditures from the fund. (Estimated Tax Impact: 2019— one time impact of 5.7 cents per 1,000 of assessed value or \$17.14 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 21 – Establish Vehicles/Equipment Capital Reserve Fund and Funding**

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 for the purpose of making vehicle replacements for town departments, including police, maintenance, highway, and light duty vehicles, and to raise and appropriate the sum of one hundred-thousand (\$100,000) to be placed in this fund and further the Select Board shall be named agents of the fund and be authorized to make expenditures from the fund. (Estimated Tax Impact: 2019— one time impact of 4.6 cents per 1,000 of assessed value or \$13.71 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 22 – Appropriate to Sick Leave Trust Fund**

To see if the Town will vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) to be added to the Sick Leave Expendable Trust Fund previously established. This sum to come from general fund surplus. No tax impact.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 23– Police, Fire/EMS, Communications Study**

To see if the Town will raise and appropriate, through special warrant article, the sum of fifty thousand dollars (\$50,000), for the purpose of conducting a study of all public safety operations. The study will be used to assess identify and recommend future facility needs for all public safety departments. This sum to come from general taxation. (Estimated Tax Impact: 2019— one time impact 2.9 cents per 1,000 of assessed value or \$8.57 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 24 – ADA Capital Reserve Fund and Funding**

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 known as the “ADA Accessibility Fund” for the purpose of creating an ADA plan and to serve as a funding mechanism for future ADA improvements town wide, and to raise and appropriate the sum of fifty-thousand (\$50,000) to be placed in this fund and further the Select Board shall be named agents of the fund and be authorized to make expenditures from the fund. (Estimated Tax Impact: 2019— one time impact of 2.9 cents per 1,000 of assessed value or \$8.57 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 25 – Intersection Improvements Fund and Funding**

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 known as the “Intersections Improvement Fund” for the purpose of creating an intersection improvement plan and to fund capital projects to improve town intersections and intersection areas, including Pine/Front/Linden Street, Front Street/Water Street, Clifford Street/Water Street, and others as determined by the Select Board; and to raise and appropriate the sum of fifty-thousand (\$50,000) to be placed in this fund and further the Select Board shall be named agents of the fund and be authorized to make expenditures from the fund. . (Estimated Tax Impact: 2019— one time impact of 2.9 cents per 1,000 of assessed value or \$8.57 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_

**Article 26 – Pickpocket Dam Study**

To see if the Town will vote to establish a capital reserve fund under RSA 35:1 for the purpose of addressing items related to a Letter of Deficiency on Pickpocket Dam, and to raise and appropriate the sum of forty-thousand (\$40,000) to be placed in this fund and further the Select Board shall be named agents of the fund and be authorized to make expenditures from the fund. (Estimated Tax Impact: 2019— one time impact of 2.3 cents per 1,000 of assessed value or \$6.86 on a home valued at \$300,000)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 27 – Great Bridge Project Deficit**

To see if the Town will vote to transfer the amount of \$173,774 from the town’s current non-spendable general fund balance to the capital projects fund balance to eliminate the Great Bridge project deficit from 2001. This project has been completed. This article will not impact the unassigned fund balance or impact the tax rate.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 28 – Snow and Ice Fund Appropriation**

To see if the Town will vote to raise and appropriate the sum of fifty-thousand dollars (\$50,000) to be added to the Snow and Ice Deficit Non-Capital Reserve Fund previously established. This sum to come from general fund surplus. No tax impact.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 29 – Establish Swasey Parkway Maintenance Fund and Funding**

To see if the Town will vote to establish an expendable trust fund under RSA 31:19-a to be known as the “Swasey Parkway Fund” for the purpose of making capital improvements to the Swasey Parkway and adjacent land, and to raise and appropriate the sum of twenty four-thousand dollars (\$24,000) from surplus to be transferred to this fund and further the Select Board shall be named agents of the fund and be

authorized to make expenditures from the fund. (Estimated Tax Impact: 2019— none. These funds will be appropriated from available fund balance)

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article 30 – Petition Article – Right to a Healthy Climate Ordinance**

We, the undersigned registered voters of the Town of Exeter, NH, request that the following and fully attached article be placed on the 2019 Town Warrant:

On the petition of Maura Fay and other registered voters of Exeter, in an effort to protect the health and safety of its residents by asserting a right to clean air, water, and soil, and a right to a healthy ecosystem, to see if the Town will vote the following:

Shall the Town of Exeter adopt the “Right to a Healthy Climate Ordinance” to protect the health, safety and welfare of the residents and ecosystems of Exeter, New Hampshire, by establishing a Community Rights-Based Ordinance recognizing that all residents and ecosystems of Exeter possess the right to a healthy climate free from activities that would infringe that right, and calls for constitutional changes to further secure these rights?

**Article 31 – Keno**

Shall the Town allow Keno games in the Town of Exeter?

**Article 32**

To transact any other business that may legally come before this meeting.

\_\_\_\_\_  
Julie Gilman, Chair

\_\_\_\_\_  
Kathy Corson, Vice Chair

\_\_\_\_\_  
Molly Cowan, Clerk

\_\_\_\_\_  
Don Clement

\_\_\_\_\_  
Anne L. Surman

We certify that on the \_\_\_\_<sup>th</sup> day of January, 2019, we caused a true copy of the within warrant to be posted at the Exeter Town Hall on Front Street, the Exeter Public Library at Founder’s Park, Exeter High School at 1 Blue Hawk Drive, Talbot Gymnasium at Tuck Learning Campus, 40 Linden Street, and the Town Clerk’s Office, 10 Front Street.

Given under our hands and seal this \_\_\_\_<sup>th</sup> day of January, 2019.

\_\_\_\_\_

Julie Gilman, Chair

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Kathy Corson, Vice Chair

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Molly Cowan, Clerk

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Don Clement

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Anne L. Surman

DRAFT

**DRAFT Warrant Article for Code of Ethics and Conflict of Interest Policy for Elected and appointed officials in the Town of Exeter, New Hampshire**

The purpose of this ordinance is to ensure that the business of this town will be conducted in such a way that no public officer of the town will gain a personal or financial advantage from his or her work for the town, so that the public trust in town officials will be preserved. It is also the intent of this ordinance to ensure that all decisions made by town officials are based upon the best interest of the community at large.

Shall the Town adopt per R.S.A. 31:39-a Conflicts of Interest Ordinances. which authorizes the legislative body of a town to adopt an ordinance defining and regulating conflicts of interest for local officers whether elected or appointed.

Therefore, shall the Town of Exeter adopt a Conflict of Interest and Code of Ethics Policy that states that as a Town official, or board member, one shall not participate in any matter in which you, or a member of your family, have a personal interest that may directly or indirectly affect or influence the performance of your duties.

DRAFT



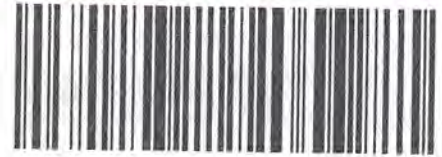
## TOWN OF EXETER, NH

10 FRONT STREET • EXETER, NH • 03833-3792

[www.exeternh.gov](http://www.exeternh.gov)

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS. FOLD AT DOTTED LINE

**CERTIFIED MAIL**



7017 0660 0001 1362 7991

### LEGAL NOTICE EXETER PLANNING BOARD AGENDA

The Exeter Planning Board will meet on Thursday, January 10, 2019 at 7:00 P.M. in the Nowak Room of the Town Office Building located at 10 Front Street, Exeter, New Hampshire, to consider the following:

#### NEW BUSINESS: PUBLIC HEARINGS

Public hearing on the proposed zoning amendments for 2019 Town Meeting warrant. *Copies of the full text of the proposed amendments are available in the Planning Office.*

Amend Article 9, Section 9.3 Exeter Shoreland Protection District Ordinance, subsection 9.3.4. Use Regulations by revising the definition of "B. Maximum Lot Coverage".

Amend Article 3, Section 3.2 Zoning Map by changing the zoning district designation of the existing PP-Professional/Technology Park district to CT-Corporate Technology Park (continued public hearing).

✓ The application of Exeter Rose Farm, LLC for an open space subdivision and associated site improvements and review of a Conditional Use Permit (Shoreland Protection). The subject properties are located on Oak Street Extension and Forest Street, in the R-1 Low Density Residential, R-2 Single Family Residential and R-4 Multi-Family zoning districts. Tax Map Parcels #54-5, 54-6, 54-7, 63-205. Case #17-27.

The application of One Home Builders LLC for a multi-family site plan review for the proposed redevelopment of the property located at 69 Main Street. The proposal includes the demolition of an existing 5-unit apartment building and the abandoned auto body structures (formerly Brad's Auto Body), the proposed construction of nine (9) residential townhouse condominium units, parking and associated site improvements. The subject property is located in the C-1, Central Area Commercial zoning district. Tax Map Parcel #63-255. Case #18-18.

The application of Scott Boudreau, LLS for a lot line adjustment of the common boundary between Tax Map Parcel #22-15 (B & M Corporation) and Tax Map Parcel #22-17 (67 Newfields Road). The subject properties are located in the RU-Rural zoning district. Case #18-19.

#### OTHER BUSINESS

- Approval of Minutes: December 20, 2018

#### EXETER PLANNING BOARD

*Langdon J. Plumer, Chairman*

Town of Exeter  
Henderson Swasey Forest  
10 Front Street  
Exeter, NH 03833

Please be advised that you have received this notice, as you are an abutter to one of the above applications being considered by the Planning Board. If you have any questions, please contact the Planning & Building Department at (603) 773-6112. This meeting will also be televised on EXTV Channel 22 at 7:00 PM and at various times following the meeting.

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 SB Budget vs. 2019 BRC Budget \$ Increase/-(Decrease)	2019 Default Budget	2019 Default Budget vs. 2019 SB Budget %-Difference	% of Total OP Budget
<b>General Fund Appropriations</b>												
<b>General Government</b>												
100 Select Board	21,085	29,025	16,700	23,981	23,981	(5,044)	-17.4%	23,981	-	23,980	(1)	0.1%
111 Town Manager	230,487	227,585	200,908	233,481	235,781	8,197	3.6%	235,817	35	232,319	(3,498)	1.2%
115 Human Resources	87,743	89,193	72,399	110,082	119,447	30,253	33.9%	119,385	(62)	91,103	(28,282)	0.6%
119 Transportation	26,919	10,000	7,500	10,000	10,000	-	0.0%	10,000	-	10,000	-	0.1%
120 Legal	70,230	80,000	64,961	80,000	80,000	-	0.0%	80,000	-	80,000	-	0.4%
125 Information Technology	183,883	207,182	155,077	229,628	230,005	22,823	11.0%	230,029	24	212,637	(17,392)	1.2%
130 Trustees of Trust Funds	891	891	891	891	891	-	0.0%	891	-	891	-	0.0%
140 Town Moderator	511	1,130	538	861	861	(269)	-23.8%	861	-	1,130	269	0.0%
151 Town Clerk	338,979	347,867	280,357	348,078	364,950	17,084	4.9%	365,799	849	363,370	(2,429)	1.9%
152 Elections/Registration	8,149	18,865	13,175	11,759	11,759	(7,106)	-37.7%	11,759	-	18,865	7,106	0.1%
<b>Total General Government</b>	<b>968,878</b>	<b>1,011,738</b>	<b>812,506</b>	<b>1,048,762</b>	<b>1,077,676</b>	<b>65,938</b>	<b>6.5%</b>	<b>1,078,522</b>	<b>846</b>	<b>1,034,296</b>	<b>(44,227)</b>	<b>5.6%</b>
<b>Finance</b>												
201 Finance/Accounting	274,557	302,088	257,009	304,408	302,871	782	0.3%	302,903	32	307,755	4,852	1.6%
202 Treasurer	9,593	11,269	8,002	11,069	11,069	(200)	-1.8%	11,069	-	11,269	200	0.1%
203 Tax Collection	100,525	106,525	91,713	113,286	113,226	6,701	6.3%	113,226	-	108,475	(4,751)	0.6%
205 Assessing	208,133	212,881	190,997	222,007	223,257	10,375	4.9%	223,257	-	215,962	(7,295)	1.2%
<b>Total Finance</b>	<b>592,808</b>	<b>632,763</b>	<b>547,720</b>	<b>650,769</b>	<b>650,422</b>	<b>17,659</b>	<b>2.8%</b>	<b>650,455</b>	<b>32</b>	<b>643,461</b>	<b>(6,993)</b>	<b>3.4%</b>
<b>Planning &amp; Building</b>												
301 Planning	242,379	257,410	193,765	265,538	260,414	3,005	1.2%	260,451	37	253,030	(7,421)	1.4%
307 Economic Development	136,543	139,358	115,759	143,074	144,843	5,484	3.9%	144,879	36	142,615	(2,264)	0.8%
302 Inspections/Code Enforcement	250,854	251,522	208,845	255,432	257,932	6,410	2.5%	257,966	34	256,687	(1,279)	1.3%
303 Zoning Board of Adjustment	3,962	3,461	3,498	4,261	4,320	859	24.8%	4,320	-	3,461	(859)	0.0%
304 Historic District Commission	906	1,772	1,359	4,271	4,317	2,545	143.6%	4,317	-	1,772	(2,545)	0.0%
305 Conservation Commission	6,673	9,559	6,233	10,039	10,039	480	5.0%	10,039	-	9,559	(480)	0.1%
306 Heritage Commission	512	3,448	200	949	988	(2,460)	-71.3%	988	-	3,448	2,460	0.0%
<b>Total Planning &amp; Building</b>	<b>641,829</b>	<b>666,531</b>	<b>529,660</b>	<b>683,565</b>	<b>682,854</b>	<b>16,323</b>	<b>2.4%</b>	<b>682,961</b>	<b>107</b>	<b>670,573</b>	<b>(12,388)</b>	<b>3.6%</b>
<b>Police</b>												
401 Administration	738,381	772,547	620,630	764,191	770,488	(2,059)	-0.3%	751,302	(19,186)	784,184	32,882	3.9%
402 Staff	624,902	623,950	497,362	644,636	650,364	26,414	4.2%	645,295	(5,068)	643,181	(2,114)	3.4%
403 Patrol	1,783,372	1,870,337	1,477,566	1,930,218	1,905,102	34,765	1.9%	1,919,524	14,422	1,914,048	(5,476)	10.0%
404 Animal Control	1,069	1,250	553	1,250	1,250	-	0.0%	1,250	-	1,250	-	0.0%
405 Communications	437,409	477,373	323,582	447,015	447,529	(29,843)	-6.3%	447,529	-	452,029	4,500	2.3%
<b>Total Police</b>	<b>3,585,133</b>	<b>3,745,456</b>	<b>2,919,692</b>	<b>3,787,310</b>	<b>3,774,733</b>	<b>29,276</b>	<b>0.8%</b>	<b>3,764,901</b>	<b>(9,832)</b>	<b>3,794,693</b>	<b>29,792</b>	<b>19.6%</b>

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<b>Fire</b>												
501 Administration	546,927	558,793	461,848	564,925	580,747	21,954	3.9%	574,644	(6,103)	559,810	(14,834)	3.0%
503 Fire Suppression	2,992,082	3,136,116	2,405,132	3,144,454	3,203,700	67,584	2.2%	3,144,036	(59,664)	3,185,518	41,482	16.4%
504 Emergency Management	15,571	26,937	21,199	26,937	26,937	-	0.0%	26,937	-	26,937	-	0.1%
505 Health	154,040	130,681	109,824	133,166	133,209	2,528	1.9%	133,209	-	131,865	(1,345)	0.7%
<b>Total Fire</b>	<b>3,708,620</b>	<b>3,852,528</b>	<b>2,998,003</b>	<b>3,869,482</b>	<b>3,944,593</b>	<b>92,065</b>	<b>2.4%</b>	<b>3,878,826</b>	<b>(65,767)</b>	<b>3,904,129</b>	<b>25,303</b>	<b>20.2%</b>
<b>Public Works - General Fund</b>												
601 Administration & Engineering	360,904	357,920	346,025	369,210	376,984	19,064	5.3%	376,984	-	369,130	(7,854)	2.0%
602 Highways & Streets	2,111,875	2,017,724	1,403,170	2,047,125	2,061,675	43,951	2.2%	2,056,220	(5,455)	2,049,766	(6,455)	10.7%
603 Snow Removal	383,105	314,707	268,791	314,632	314,632	(75)	0.0%	314,632	-	314,631	(1)	1.6%
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)	6.4%
605 Street Lights	155,640	150,000	131,250	170,340	170,340	20,340	13.6%	170,340	-	150,000	(20,340)	0.9%
618 Stormwater	59,827	60,000	4,934	60,000	60,000	(0)	(0)	60,000	-	60,000	-	0
<b>Total Public Works - GF</b>	<b>3,993,435</b>	<b>3,993,517</b>	<b>3,054,537</b>	<b>4,177,824</b>	<b>4,214,148</b>	<b>220,631</b>	<b>5.5%</b>	<b>4,208,693</b>	<b>(5,455)</b>	<b>4,036,692</b>	<b>(172,001)</b>	<b>22.0%</b>
<b>Maintenance</b>												
606 General	437,593	470,935	328,618	470,737	499,466	28,531	6.1%	500,281	815	492,386	(7,895)	2.6%
615 Mechanics/Garage	236,501	262,030	181,060	262,485	260,676	(1,354)	-0.5%	260,676	-	271,902	11,226	1.4%
607-614 Town Buildings	206,948	273,150	175,224	270,344	270,344	(2,806)	-1.0%	270,344	-	273,150	2,806	1.4%
616 Maintenance Projects	96,865	100,000	13,542	100,000	100,000	-	0.0%	100,000	-	100,000	-	0.5%
<b>Total Maintenance</b>	<b>977,906</b>	<b>1,106,116</b>	<b>698,444</b>	<b>1,103,567</b>	<b>1,130,487</b>	<b>24,371</b>	<b>2.2%</b>	<b>1,131,301</b>	<b>815</b>	<b>1,137,438</b>	<b>6,137</b>	<b>5.9%</b>
<b>Welfare &amp; Human Services</b>												
710 Welfare	67,331	37,387	54,028	68,171	68,171	30,784	82.3%	68,171	-	37,551	(30,620)	0.4%
711 Human Services	100,000	107,500	80,625	107,500	106,625	(875)	-0.8%	106,625	-	107,500	875	0.6%
<b>Total Welfare &amp; Human Services</b>	<b>167,331</b>	<b>144,887</b>	<b>134,653</b>	<b>175,671</b>	<b>174,796</b>	<b>29,909</b>	<b>20.6%</b>	<b>174,796</b>	<b>-</b>	<b>145,051</b>	<b>(29,745)</b>	<b>0.9%</b>
<b>Parks &amp; Recreation</b>												
801 Recreation	308,199	313,895	263,007	297,144	317,029	3,134	1.0%	317,076	47	302,342	(14,733)	1.7%
802 Parks	177,875	212,361	171,984	209,744	229,179	16,818	7.9%	229,667	488	223,602	(6,065)	1.2%
<b>Total Parks &amp; Recreation</b>	<b>486,074</b>	<b>526,256</b>	<b>434,990</b>	<b>506,888</b>	<b>546,208</b>	<b>19,952</b>	<b>3.8%</b>	<b>546,743</b>	<b>535</b>	<b>525,945</b>	<b>(20,798)</b>	<b>2.9%</b>
<b>Other Culture/Recreation</b>												
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	0.1%
805 Special Events	13,826	15,000	15,331	15,000	15,000	-	0.0%	15,000	-	15,000	-	0.1%
<b>Total Other Culture/Recreation</b>	<b>36,953</b>	<b>38,001</b>	<b>31,866</b>	<b>34,002</b>	<b>32,002</b>	<b>(5,999)</b>	<b>-15.8%</b>	<b>32,002</b>	<b>-</b>	<b>38,001</b>	<b>5,999</b>	<b>0.2%</b>
<b>Public Library</b>												
901 Library	1,002,526	1,014,633	809,055	1,020,015	1,026,272	11,639	1.1%	1,026,158	(114)	1,004,233	(21,925)	5.4%
<b>Total Library</b>	<b>1,002,526</b>	<b>1,014,633</b>	<b>809,055</b>	<b>1,020,015</b>	<b>1,026,272</b>	<b>11,639</b>	<b>1.1%</b>	<b>1,026,158</b>	<b>(114)</b>	<b>1,004,233</b>	<b>(21,925)</b>	<b>5.4%</b>



Town of Exeter													
2019 Preliminary Budget Summary													
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<b>Debt Service &amp; Capital</b>													
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	-	5.5%	
117 Vehicle Replacement/Lease	398,972	649,293	431,694	537,358	523,116	(126,177)	-19.4%	521,668	(1,448)	521,668	-	2.7%	
117 Misc. Expense	25,438	3	10,974	4	4	1	33.3%	4	-	4	-	0.0%	
117 Cemeteries	-	1	-	1	1	-	-	1	-	1	-	0.0%	
118 Capital Outlay - Other	6,294	4,501	1,700	4,501	4,548	47	1.0%	4,501	(47)	4,501	-	0.0%	
<b>Total Debt Service &amp; Capital</b>	<b>1,126,497</b>	<b>1,668,769</b>	<b>1,457,829</b>	<b>1,587,638</b>	<b>1,573,443</b>	<b>(95,326)</b>	<b>-5.7%</b>	<b>1,571,948</b>	<b>(1,495)</b>	<b>1,571,948</b>	<b>-</b>	<b>8.2%</b>	
<b>Benefits &amp; Taxes</b>													
931 Health Insurance Buyout/Sick Leave/Flex Spending	184,007	118,368	198,106	116,727	127,245	8,877	7.5%	137,059	9,814	124,495	(12,564)	0.7%	
931 Insurance Reserves	-	2,000	-	109,730	-	(2,000)	-100.0%	-	-	2,000	2,000	0.0%	
933 Unemployment	-	43	-	3,456	3,456	3,413	7937.2%	3,456	-	43	(3,413)	0.0%	
937 Worker's Compensation	198,871	203,250	203,293	215,445	215,445	12,195	6.0%	215,445	-	203,250	(12,195)	1.1%	
114/941 Insurance	119,856	111,205	114,352	94,768	94,768	(16,437)	-14.8%	65,020	(29,748)	111,205	46,185	0.3%	
<b>Total Benefits &amp; Taxes</b>	<b>502,734</b>	<b>434,866</b>	<b>515,751</b>	<b>540,126</b>	<b>440,914</b>	<b>6,048</b>	<b>1.4%</b>	<b>420,980</b>	<b>(19,934)</b>	<b>440,993</b>	<b>20,013</b>	<b>2.2%</b>	
<b>Total GF Operating Budget</b>	<b>17,790,724</b>	<b>18,836,060</b>	<b>14,944,706</b>	<b>19,185,618</b>	<b>19,268,547</b>	<b>432,488</b>	<b>2.3%</b>	<b>19,168,286</b>	<b>(100,262)</b>	<b>18,947,453</b>	<b>(220,832)</b>	<b>100.0%</b>	
<b>Other Appropriations - Warrant Articles</b>													
Sidewalk Program		20,000	20,000	120,000	120,000	100,000	500.0%	120,000		120,000	-		
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	-		
Intersection Improvements Program				50,000	50,000	50,000		50,000		50,000	-		
ADA Accessibility CRF				50,000	50,000	50,000		50,000		50,000	-		
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	-		
Public Safety Study								50,000		50,000	-		
Pickpocket Dam Recliffification				40,000	40,000	40,000		40,000		40,000	-		
Vehicle/Equipment CRF				100,000	80,000	80,000		80,000		80,000	-		
<b>Total Other Approp.-WAR</b>	<b>-</b>	<b>278,397</b>	<b>119,098</b>	<b>1,553,451</b>	<b>1,533,451</b>	<b>1,255,054</b>	<b>450.8%</b>	<b>1,583,451</b>	<b>-</b>	<b>1,583,451</b>	<b>-</b>		
<b>Other Appropriations - Additional Personnel/Contracted Services</b>													
				238,923	-	-		-		-	-		
<b>Borrowing Other</b>													
Library Renovation/Expansion					4,505,885	4,505,885		4,505,885		4,505,885	-		
Recreation Park Renovation Design & Engineering					250,000	250,000		250,000		250,000	-		
Salem St. Area Utility Replacements					30,000	30,000		30,000		30,000	-		
<b>Total Borrowing Other</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,785,885</b>	<b>4,785,885</b>		<b>4,785,885</b>	<b>-</b>	<b>4,785,885</b>	<b>-</b>		
<b>Total GF &amp; WAR &amp; Borrowing</b>	<b>17,790,724</b>	<b>19,114,457</b>	<b>15,063,804</b>	<b>20,977,992</b>	<b>25,587,883</b>	<b>6,473,427</b>	<b>33.9%</b>	<b>25,537,622</b>	<b>-</b>	<b>25,316,789</b>	<b>(220,832)</b>		

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 SB Budget vs. 2019 BRC Budget \$ Increase/- (Decrease)	2019 Default Budget	2019 Default Budget vs. 2019 SB Budget %- Difference	% of Total OP Budget	
<b>Water Fund</b>													
621 Administration	373,583	391,477	280,853	376,014	376,387	(15,090)	-3.9%	370,069	(6,318)	399,132	29,063	11.3%	
624 Billing and Collection	145,536	157,046	126,289	168,705	165,318	8,272	5.3%	165,323	5	160,226	(5,097)	5.1%	
622 Distribution	814,959	832,394	617,695	801,387	805,213	(27,181)	-3.3%	804,805	(407)	845,535	40,730	24.7%	
623 Treatment	680,382	798,957	595,579	749,471	744,314	(54,643)	-6.8%	744,313	(1)	810,849	66,536	22.8%	
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	-	32.5%	
627 Capital Outlay	78,348	62,263	13,537	227,162	116,682	54,419	87.4%	116,682	-	16,682	(100,000)	3.6%	
<b>Total WF Operating Budget</b>	<b>3,195,524</b>	<b>3,361,387</b>	<b>2,441,571</b>	<b>3,384,851</b>	<b>3,270,026</b>	<b>(91,361)</b>	<b>-2.7%</b>	<b>3,263,305</b>	<b>(6,721)</b>	<b>3,294,537</b>	<b>31,232</b>	<b>100.0%</b>	
<b>Other Appropriations - Warrant Articles</b>													
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	150,000	-	-	
	-	-	-	-	35,000	35,000	-	35,000	35,000	35,000	-	-	
<b>Total Other Appropriations</b>	<b>-</b>	<b>1,265,000</b>	<b>-</b>	<b>-</b>	<b>185,000</b>	<b>(1,080,000)</b>	<b>-85.4%</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>	<b>-</b>	<b>-</b>	
<b>Total Water Fund Appropriations</b>	<b>3,195,524</b>	<b>4,626,387</b>	<b>2,441,571</b>	<b>3,384,851</b>	<b>3,455,026</b>	<b>(1,171,361)</b>	<b>-25.3%</b>	<b>3,448,305</b>	<b>3,479,537</b>	<b>31,232</b>	<b>-</b>	<b>-</b>	
<b>Sewer Fund</b>													
631 Administration	330,752	394,463	250,492	402,228	402,601	8,138	2.1%	393,058	(9,543)	402,118	9,060	13.9%	
634 Billing and Collection	140,052	157,071	123,734	165,930	162,543	5,472	3.5%	162,548	5	160,251	(2,297)	5.7%	
632 Collection	774,305	661,323	414,461	663,113	665,089	3,766	0.6%	664,681	(407)	673,962	9,281	23.5%	
633 Treatment	477,962	548,924	438,189	852,338	932,836	383,912	69.9%	925,044	(7,792)	632,867	(292,177)	32.7%	
635-636 Debt Service	631,364	669,233	669,233	576,124	576,124	(93,109)	-13.9%	576,124	-	576,124	-	20.4%	
637 Capital Outlay	96,181	136,952	100,412	128,681	106,681	(30,271)	-22.1%	106,681	-	16,681	(90,000)	3.8%	
<b>Total SF Operating Budget</b>	<b>2,450,617</b>	<b>2,567,965</b>	<b>1,996,521</b>	<b>2,788,413</b>	<b>2,845,874</b>	<b>277,909</b>	<b>10.8%</b>	<b>2,828,137</b>	<b>(17,737)</b>	<b>2,462,004</b>	<b>(366,133)</b>	<b>100.0%</b>	
<b>Other Appropriations - Warrant Articles</b>													
NHDES Stormwater Asset Plan	-	30,000	-	-	-	(30,000)	(1)	-	-	-	-	-	
Salem St. Area Utility Replacements	-	-	-	145,000	145,000	145,000	-	145,000	145,000	145,000	-	-	
<b>Total Other Appropriations</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	<b>145,000</b>	<b>145,000</b>	<b>115,000</b>	<b>383.3%</b>	<b>145,000</b>	<b>145,000</b>	<b>145,000</b>	<b>-</b>	<b>-</b>	
<b>Other Appropriations - Additional Personnel/Contracted Services</b>													
	-	-	-	18,944	-	-	-	-	-	-	-	-	
<b>Total Sewer Fund Appropriations</b>	<b>2,450,617</b>	<b>2,597,965</b>	<b>1,996,521</b>	<b>2,952,357</b>	<b>2,990,874</b>	<b>392,909</b>	<b>15.1%</b>	<b>2,973,137</b>	<b>2,607,004</b>	<b>(366,133)</b>	<b>-</b>	<b>-</b>	















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
01-4652-0307-2100	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	128	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 Benefits Total	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
				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
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	
			<b>Total Economic Development</b>	<b>136,543</b>	<b>139,358</b>	<b>115,759</b>	<b>143,074</b>	<b>144,843</b>	<b>5,484</b>	<b>3.9%</b>	<b>144,879</b>	<b>142,615</b>	<b>A</b>
<b>Inspections &amp; Code Enforcement</b>													
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 Benefits Total	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
				73,589	69,335	58,118	69,133	71,633	2,298	3.3%	71,667	71,874	
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	460	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
01-4240-0302-6280	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	
			<b>Inspections &amp; Code Enforcement Total</b>	<b>250,854</b>	<b>251,522</b>	<b>208,845</b>	<b>255,432</b>	<b>257,932</b>	<b>6,410</b>	<b>2.5%</b>	<b>257,966</b>	<b>256,687</b>	<b>A</b>
<b>Zoning Board of Adjustment</b>													
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	
			<b>Board of Adjustment Total</b>	<b>3,962</b>	<b>3,461</b>	<b>3,498</b>	<b>4,261</b>	<b>4,320</b>	<b>859</b>	<b>24.8%</b>	<b>4,320</b>	<b>3,461</b>	
<b>Historic District Commission</b>													
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	24990.0%	2,500	1	CLG Grant match
01-4191-0304-5120	01419104	55246	HD- Reference Material	-	100	-	100	100	-	0.0%	100	100	

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
01-4191-0304-5450	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	
			<b>Historic District Commission Total</b>	<b>906</b>	<b>1,772</b>	<b>1,359</b>	<b>4,271</b>	<b>4,317</b>	<b>2,545</b>	<b>143.6%</b>	<b>4,317</b>	<b>1,772</b>	<b>A</b>
<b>Conservation Commission</b>													
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/mntg
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 Morrisette \$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
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	-	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	
			<b>Conservation Commission Total</b>	<b>6,673</b>	<b>9,559</b>	<b>6,233</b>	<b>10,039</b>	<b>10,039</b>	<b>480</b>	<b>5.0%</b>	<b>10,039</b>	<b>9,559</b>	<b>A</b>
<b>Heritage Commission</b>													
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	55138	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	
			<b>Heritage Commission Total</b>	<b>512</b>	<b>3,448</b>	<b>200</b>	<b>949</b>	<b>988</b>	<b>(2,460)</b>	<b>-71.3%</b>	<b>988</b>	<b>3,448</b>	<b>A</b>
			<b>Total Planning &amp; Development</b>	<b>641,829</b>	<b>666,531</b>	<b>529,660</b>	<b>683,565</b>	<b>682,854</b>	<b>16,323</b>	<b>2.4%</b>	<b>682,961</b>	<b>670,573</b>	
<b>Police</b>													
<b>Administration</b>													
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

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
01-4210-0401-1400	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%	75,069	94,892	YOY increase 6.9%
01-4210-0401-2110	01421001	52110	PDA- Dental Insurance	7,993	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%	194,882	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- Conf/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	
			<b>Administration Total</b>	<b>738,381</b>	<b>772,547</b>	<b>620,630</b>	<b>764,191</b>	<b>770,488</b>	<b>(2,059)</b>	<b>-0.3%</b>	<b>751,302</b>	<b>784,184</b>	<b>A</b>
<b>Staff</b>													
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 contract with County attorney, split 80/20 with Hampton Falls
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	
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)
01-4210-0402-5610	01421002	55050	PDS- Conf/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	
			<b>Staff Total</b>	<b>624,902</b>	<b>623,950</b>	<b>497,362</b>	<b>644,636</b>	<b>650,364</b>	<b>26,414</b>	<b>4.2%</b>	<b>645,295</b>	<b>643,181</b>	<b>A</b>
<b>Patrol</b>													
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

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
01-4210-0403-1300	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	
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	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	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	
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	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	Based on wages: 1.45%
01-4210-0403-2300	01421003	52300	PDP- Retirement Town	6,717	3,725	5,508	6,721	6,721	2,996	80.4%	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	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	
01-4210-0403-5022	01421003	55138	PDP- Grant Matching	1,500	1,150	-	-	-	(1,150)	-100.0%	-	1,150	NHDOT Grant match
01-4210-0403-5310	01421003	55190	PDP- Mobile Communications	23,591	720	535	720	720	-	0.0%	720	720	cost of two cell phones (ACO and Captain) (no new portables)
01-4210-0403-5335	01421003	55160	PDP- Investigation	2,653	5,000	1,083	5,000	5,000	-	0.0%	5,000	5,000	covers drug investigation costs and equipment
01-4210-0403-5801	01421003	55064	PDP-Court Mileage Reimb	98	-	127	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	Fuel for patrol vehicles
			General Expenses Total	68,233	51,870	40,219	63,081	57,346	5,476	10.6%	57,346	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	
<b>Animal Control</b>													
01-4210-0404-5336	01441404	55321	AC- Veterinarian Service	750	750	-	750	750	-	0.0%	750	750	contract with SPCA
01-4210-0404-5337	01441404	55104	AC- Equipment	319	500	553	500	500	-	0.0%	500	500	ACO equipment
			General Expenses Total	1,069	1,250	553	1,250	1,250	-	0.0%	1,250	1,250	
			Animal Control Total	1,069	1,250	553	1,250	1,250	-	0.0%	1,250	1,250	A
<b>Communications</b>													
01-4210-0405-1110	01429905	51110	PDC- Sal/Wages FT	230,902	240,469	191,691	228,356	228,356	(12,113)	-5.0%	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	covers vacation/personal days for dispatchers
01-4210-0405-1200	01429905	51200	PDC- Sal/Wages PT	15,431	16,782	9,488	16,782	16,782	-	0.0%	16,782	16,782	3 PT/On-Call
01-4210-0405-1300	01429905	51300	PDC- Sal/Wages OT	8,082	11,600	3,770	11,600	11,600	-	0.0%	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	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	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	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	contract item
01-4210-0405-1450	01429905	51450	PDC- Sal/Wages Education Incentive	24	1,500	-	1,500	1,500	-	0.0%	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	
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	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	YOY increase 2.3%
01-4210-0405-2120	01429905	52120	PDC- Life Insurance	290	300	242	315	315	15	5.0%	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	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	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	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	
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	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	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	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	
			Communications Total	437,409	477,373	323,582	447,015	447,529	(29,843)	-6.3%	447,529	452,029	A
			Total Police	3,585,133	3,745,456	2,919,692	3,787,310	3,774,733	29,276	0.8%	3,764,901	3,794,693	A
<b>Fire</b>													
<b>Administration</b>													
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.

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
	01422001	51200	FDA- Sal/Wages PT	-	-	-	-	10,848	10,848				
			Salaries Total	337,164	346,314	291,235	352,305	363,153	16,839	4.9%	363,153	350,800	New hire at 20hr/wk for 36 weeks
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 Contacts 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
<b>Fire Suppression</b>													
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 details
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	2,500	(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	384,158	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	1,052,964	
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	3,166	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	1,980	1,980	75	3.9%	1,980	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
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

Town of Exeter													
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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	55108	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					Study for Fire, Police and Dispatch staffing needs
			Capital Outlay Total	21,746	21,000	21,011	18,900	68,900	47,900	228.1%	18,900	-	recommended by BRC (Moved to WAR by SB)
			Fire Suppression Total	2,992,082	3,136,116	2,405,132	3,144,454	3,203,700	67,584	2.2%	3,144,036	3,185,518	A
<b>Emergency Management</b>													
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
<b>Health</b>													
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

Town of Exeter													
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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
01-4414-0505-5889	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%	3,878,826	3,904,129	A
<b>Public Works - General Fund</b>													
<b>Administration &amp; Engineering</b>													
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
	01431101	55158	PWA- Insurance Reimbursed Repairs	-	-	-	1,000	1,000	1,000	-	1,000	1,000	Damaage 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;
01-4311-0601-5650	01431101	55133	PWA- General Expenses	323	700	235	700	700	-	0.0%	700	700	Licenses: PE 2@150/2 yr
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 Equipment	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	6.3%	376,984	369,130	A
<b>Highways and Streets</b>													
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	586,029	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	-	0.0%	1	1	Expenses related to declared emergencies

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
01-4312-0602-1400	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	207,906	169,664	206,240	220,470	12,564	6.0%	215,015	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%	350,223	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
													All trees in Town ROW & parks incl pruning, fertilizing & removal w/ licensed arborist; increasing demands for tree removal & pruning
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	Dam & abutment concrete & mechanical repairs at Pickpocket, Colcord, Great Dam long-term monitoring (year 3 of 5) annual report & ER bottom survey \$10k
01-4312-0602-4335	01431202	55071	HWY- Dam Maintenance	114,623	17,000	12,742	15,000	15,000	(2,000)	-11.8%	15,000	17,000	Grinding & screening to recycle asphalt and concrete into reusable product. Screening compost and sand
01-4312-0602-4339	01431202	55013	HWY- Asphalt Reclamation	10,000	10,000	-	10,000	10,000	-	0.0%	10,000	10,000	Fog lines, center lines, parking spaces (butyl rubber by contractor); crosswalks 2x yr, replace 18 year old paint machine in 2019 \$10k
01-4312-0602-4342	01431202	55286	HWY- Street Marking	27,907	30,000	16,170	40,000	40,000	10,000	33.3%	40,000	30,000	Along medians & curbing; contract w/licensed herbicide applicator, \$2000/app x 4/yr
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	Repair drain castings, 1,305 catch basins
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	
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. compact, hand-saw, chainsaws, small power tools
01-4312-0602-5328	01431202	55098	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	
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%	2,056,220	2,049,766	A
<b>Snow Removal</b>													
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



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
01-4312-0603-4320	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	-	-	3,900	1	1	1	-	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	
			<b>Snow Removal Total</b>	<b>383,105</b>	<b>314,707</b>	<b>268,791</b>	<b>314,632</b>	<b>314,632</b>	<b>(75)</b>	<b>0.0%</b>	<b>314,632</b>	<b>314,631</b>	<b>A</b>
<b>Solid Waste Disposal</b>													
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/Awk 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
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	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
01-4323-0604-5839	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	Cost of annual Oct event; Exeter share \$6,700 the rest offset by regional collection revenue
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	
			<b>Solid Waste Disposal Total</b>	<b>922,084</b>	<b>1,093,165</b>	<b>900,369</b>	<b>1,216,517</b>	<b>1,230,517</b>	<b>137,352</b>	<b>12.6%</b>	<b>1,230,517</b>	<b>1,093,165</b>	<b>A</b>
<b>Street Lights</b>													
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;
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	audible signals at High & Ports in 2019 for \$1,340
			General Expenses Total	155,640	150,000	131,250	170,340	170,340	20,340	13.6%	170,340	150,000	All street lights in Town rights-of-way

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
			Street Lights Total	155,640	150,000	131,250	170,340	170,340	20,340	13.6%	170,340	150,000	A
<b>Stormwater</b>													
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 suplies (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%	4,208,693	4,036,692	
<b>Public Works - Maintenance</b>													
<b>General</b>													
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 PT 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	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	9,625	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
<b>Mechanics/Garage:</b>													
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

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 \$ Increase/ (Decrease)	2019 BRC Budget vs. 2018 Budget % Difference	2019 Select Board Budget	2019 Default Budget	Explanation
			Benefits Total	75,200	76,573	56,856	78,289	81,480	4,907	6.4%	81,480	84,787	
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	
<b>Town Buildings</b>													
	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
<b>Maintenance Projects</b>													
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	3,762,981	5,281,391	5,344,634	245,002	4.8%	5,339,994	5,174,130	A
<b>Welfare &amp; Human Services</b>													
<b>Welfare</b>													
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	2018 YTD August: Wentworth Trust reimbursed \$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
													Direct relief items that don't fall under other lines i.e. car repairs, registration, taxes, etc. covered by Wentworth and town is reimbursed
	01444110	55133	WE- Direct Relief General Expense			-	1,500	1,500	1,500		1,500		

Town of Exeter													
General Fund													
Preliminary Budget FY 2019													
Version #4 - Select Board 12/01/2018													
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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 - Seminars
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
<b>Human Services</b>													
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
<b>Parks &amp; Recreation</b>													
<b>Recreation</b>													
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	40,804	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	3,380	208	6.6%	3,380	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
<b>Parks</b>													
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%
01-4520-0802-2120	01452002	52120	PK- Life Insurance	120	120	105	126	126	6	5.0%	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	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	Based on wages: 1.45%
01-4520-0802-2300	01452002	52300	PK- Retirement Town	8,285	8,567	7,301	8,641	8,641	74	0.9%	8,641	8,640	Based on wages: 11.38% Jan-Jun; 11.17% Jul-Dec
			Benefits Total	45,407	42,599	35,557	42,629	45,984	3,385	7.9%	46,472	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	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	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	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	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	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	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	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	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	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		Another New Mower to accommodate two mowing crews to increase efficiency as well as time management.
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	New Debris loader due to the 25 year old loader that no longer has parts manufactured for it.
													Fuel estimate

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
			General Expenses Total	58,060	74,985	54,011	84,935	81,815	6,830	9.1%	81,815	61,785	
01-4520-0802-7504	01452002	55283	PK- Stewart Park Maintenance	1,292	19,500	18,257	5,534	5,534	(13,966)	-71.6%	5,534	19,500	Stewart Park new dock portion and crane rental for docks removal
			Capital Outlay Total	1,292	19,500	18,257	5,534	5,534	(13,966)	-71.6%	5,534	19,500	
			Parks Total	177,875	212,361	171,984	209,744	229,179	16,818	7.9%	229,667	223,602	A
			Total Parks & Recreation	486,074	526,256	434,990	506,888	546,208	19,952	3.8%	546,743	525,945	A
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	Inactive Committee
01-4589-0804-8603	01452004	55036	OC- Christmas Lights	5,500	5,000	62	5,000	5,000	-	0.0%	5,000	5,000	Churchill's greenery 1,500, Unltd electric bill
01-4589-0804-8604	01452004	55063	OC- Council on Aging	-	1	-	1	1	-	0.0%	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	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	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	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	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	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	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	A
			Total Other Culture & Recreation	36,953	38,001	31,866	34,002	32,002	(5,999)	-16.8%	32,002	38,001	A
Public Library													
Library													
01-4550-0901-1110	01455001	51110	LB- Sal/Wages FT	440,667	463,836	324,156	474,182	474,182	10,344	2.2%	474,182	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	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	609,006	468,292	612,417	612,417	3,409	0.6%	612,417	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	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	YOY increase 2.3%
01-4550-0901-2120	01455001	52120	LB- Life Insurance	434	480	317	500	500	20	4.2%	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	
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	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	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	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	3	Primex (2018 the Town had a credit balance)
	01455001	55172	LB- Liability Insurance	-	-	907	1,349	1,349	1,349	-	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	Primex 6% increase
			Benefits Total	204,803	209,823	144,961	201,294	207,551	(2,272)	-1.1%	207,437	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	
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	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	
			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	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	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	2021 Final payment
01-4711-0921-8019	01471121	58006	GF- Nomis Brook Culverts	60,000	55,000	55,000	55,000	55,000	-	0.0%	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	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	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	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	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	2032 Final payment
01-4711-0921-8xxx	01471121	58029	GF- Court Street Culvert	117,928	117,928	117,928	116,090	116,090	(1,838)	-1.6%	116,090	116,090	2027 Final payment
01-4711-0921-8xxx	01471121		GF- String Bridge Rehabilitation				63,050	63,050	63,050			63,050	2023 Final payment
			GF Debt Service Principal Total	519,600	719,586	719,586	776,128	776,128	56,542	7.9%	776,128	776,128	

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
01-4721-0922-8057	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	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	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	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	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	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	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	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	2032 Final payment
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	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	1,013,461	1,045,774	1,045,774	30,804	3.0%	1,045,774	1,045,774	
<b>Miscellaneous</b>													
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
01-4194-0117-5851	01419417	55189	GG- Misc Expense	27,008	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	
<b>Vehicle Replacement</b>													
01-4194-0117-7301	01419416	57005	GG- CO - Leases	338,804	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	
<b>Cemeteries</b>													
01-1495-0117-7xxx	01419500	57000	GG-CO-Cemeteries	-	1	-	1	1	-	0.0%	1	1	
				-	1	-	1	1	-	0.0%	1	1	
<b>Capital Outlay-Other</b>													
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	641,864	627,689	(126,129)	-19.3%	626,174	626,174	
			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	
<b>Benefits &amp; Taxes</b>													
<b>Payroll Taxes &amp; Benefits</b>													
01-4155-0931-2xxx	01415531	52153	GG- AD&D Reserve	-	2,000	-	-	-	(2,000)	-100.0%	-	-	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%	135,837	123,384	Health Insurance Buyout (23 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
													Fees for 37 employees FSA accounts (33 health % 4 depend care)
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	
			Payroll Taxes & Benefits Total	184,007	120,368	198,106	226,457	127,245	6,877	5.7%	137,059	126,495	
<b>Unemployment</b>													
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	
<b>Worker's Compensation</b>													
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	
<b>Insurance</b>													
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	640,126	440,914	6,048	1.4%	420,980	440,993	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
<b>Total General Fund</b>				<b>17,790,724</b>	<b>18,836,060</b>	<b>14,944,706</b>	<b>19,185,619</b>	<b>19,268,547</b>	<b>432,488</b>	<b>2.3%</b>	<b>19,168,286</b>	<b>18,947,453</b>	<b>A</b>
<b>Warrant Articles/Other</b>													
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
01-5000-0950-9xxx	01500000	59xxx	Exeter Professional Firefighters' Association						-				
01-5000-0950-9xxx	01500000	59xxx	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)
01-5000-0950-9xxx	01500000	59073	Portable Radio Replacement		73,897	72,098			(73,897)	-100.0%			Fire Dept request for 22 radios in CIP
01-5000-0950-9xxx	01500000	59xxx	Intersection Improvements Program					50,000	50,000		50,000	50,000	CIP P#22 Study of unsignalized intersections (Rec by BRC)
01-5000-0950-9xxx	01500000	59075	Cemetery CRF		27,000	27,000			(27,000)	-100.0%			Maintenance of Town owned inactive cemeteries
01-5000-0950-9xxx	01500000	59xxx	Swasey Parkway CRF		7,500				(7,500)	-100.0%			Create a CRF for Swasey Parkway Pavilion using escrow account funds
01-5000-0950-9xxx	01500000	59xxx	ADA Accessibility CRF					50,000	50,000		50,000	50,000	CIP P#1 Establish a CRF for ADA study (Rec by BRC)
01-5000-0950-9xxx	01500000	59xxx	Parks & Rec CRF					100,000	100,000		100,000	100,000	Recommended by BRC
01-5000-0950-9xxx	01500000	59xxx	Public Safety Study								50,000	50,000	Police and Fire Study (SB move to WAR)
01-5000-0950-9xxx	01500000	59xxx	Raynes Barn Improvements						-				CIP P#7 Seeking LCHIP grant (50%) to reduce town's portion to \$107,000 (general taxation) (BRC supports WAR) Did not receive the grant
	01500001	59xxx	Kid's Park Playground renovation						-				CIP P#14
	01500000	59xxx	Tennis Court Resurfacing						-				CIP P#16 Seeking other fund sources- Rec Revolving, Impact fees and Grants
	01500000	59xxx	Townhouse Common Renovation						-				CIP P#17
	01500000	59xxx	Dispatch Communication upgrade					153,451	153,451		153,451	153,451	CIP P#19 (Rec by BRC)
	01500000	59xxx	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	59xxx	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)
<b>Total Warrant Articles</b>				<b>137,865</b>	<b>278,397</b>	<b>119,098</b>	<b>100,000</b>	<b>1,533,451</b>	<b>1,255,054</b>	<b>450.8%</b>	<b>1,583,451</b>	<b>1,583,451</b>	
<b>Borrowing/ Other</b>													
01-5000-0950-9xxx	01500000	59xxx	Library Renovation/Expansion					4,505,885	4,505,885		4,505,885	4,505,885	CIP Page #8 BRC Recommends WAR
01-5000-0950-9xxx	01500000	59xxx	Recreation Park Renovation Design & Engineering					250,000	250,000		250,000	250,000	CIP P#9 - BRC Recommends WAR
01-5000-0950-9xxx	01500000	59xxx	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)
<b>Borrowing/Other Total</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,785,885</b>	<b>4,785,885</b>		<b>4,785,885</b>	<b>4,785,885</b>	
<b>GF Warrant Articles/Other Total</b>				<b>137,865</b>	<b>278,397</b>	<b>119,098</b>	<b>338,923</b>	<b>6,319,336</b>	<b>6,040,939</b>	<b>2169.9%</b>	<b>6,369,336</b>	<b>6,369,336</b>	
<b>Total General Fund Budget &amp; Warrant Articles</b>				<b>17,928,589</b>	<b>19,114,457</b>	<b>15,063,804</b>	<b>19,524,542</b>	<b>25,587,883</b>	<b>6,473,427</b>	<b>33.9%</b>	<b>25,537,622</b>	<b>25,316,789</b>	

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 % Difference	2019 Select Board Budget	2019 Default Budget	Explanation
<b>WATER FUND Administration</b>													
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	(14)	-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	
			<b>Administration Total</b>	<b>373,583</b>	<b>391,477</b>	<b>280,853</b>	<b>376,014</b>	<b>376,387</b>	<b>(15,090)</b>	<b>-3.9%</b>	<b>370,069</b>	<b>399,132</b>	<b>A</b>
<b>Billing</b>													
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	73,989	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/week (from 16 hrs/week PRYR) (50/50 split WSS)
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	82,687	
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	1,050	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
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



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 % Difference	2019 Select Board Budget	2019 Default Budget	Explanation
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	
			<b>Water Billing Total</b>	<b>145,536</b>	<b>157,046</b>	<b>126,289</b>	<b>168,705</b>	<b>165,318</b>	<b>8,272</b>	<b>5.3%</b>	<b>165,323</b>	<b>160,226</b>	<b>A</b>
<b>Distribution</b>													
02-4332-0622-1110	02433222	51110	WD- Sal/Wages FT	186,300	200,670	163,175	196,398	196,396	(4,275)	-2.1%	196,396	203,489	8 FT split 50/50 Water Distribution/Sewer Collection Avgs OT rate = \$35/hr, 600 hours; for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
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	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
02-4332-0622-1310	02433222	51310	WD- Sal/Wages Stand-By	-	-	-	3,640	3,640	3,640		3,640	3,640	7 FT 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	
			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	4,995	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
02-4332-0622-5780	02433222	55235	WD- Pump Station & Towers	29,644	24,450	16,100	41,950	41,950	17,500	71.8%	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	9,866	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	
			<b>Water Distribution Total</b>	<b>814,959</b>	<b>832,394</b>	<b>617,695</b>	<b>801,387</b>	<b>805,213</b>	<b>(27,181)</b>	<b>-3.3%</b>	<b>804,805</b>	<b>845,535</b>	<b>A</b>
<b>Treatment</b>													
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

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
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	126,960	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
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	Lagoon cleaning \$29K (this only needs to be done every 3 to 5 years); GWTP waste basin \$20k (this will be done in-house)
02-4335-0623-4311	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	TTM 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	
			<b>Water Treatment Total</b>	<b>680,382</b>	<b>798,957</b>	<b>595,579</b>	<b>749,471</b>	<b>744,314</b>	<b>(54,643)</b>	<b>-6.8%</b>	<b>744,313</b>	<b>810,849</b>	<b>A</b>
<b>Debt Service</b>													
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
			<b>Water Debt Service Principal Total</b>	<b>759,583</b>	<b>860,347</b>	<b>644,833</b>	<b>830,416</b>	<b>830,416</b>	<b>(29,931)</b>	<b>-3.5%</b>	<b>830,416</b>	<b>830,416</b>	
02-4721-0626-8153	02472126	58524	DS- Water Tank SRF	88,171	82,051	82,051	75,726	75,726	(6,325)	-7.7%	75,726	75,726	2028 Final payment
02-4721-0626-8159	02472126	58521	DS- Water Line Replacement- JH	24,513	19,902	19,902	13,754	13,754	(6,148)	-30.9%	13,754	13,754	2021 Final payment

Town of Exeter													
Water Fund													
Version #4 - Select Board 12/01/2018													
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02-4721-0626-8160	02472126	58504	DS- Portsmouth Ave Waterline	5,887	4,987	4,987	4,087	4,087	(900)	-18.0%	4,087	4,087	2023 Final payment
02-4721-0626-8161	02472126	58506	DS- Waste Stream Reduction	931	406	406	-	-	(406)	-100.0%	-	-	2018 Final payment
02-4721-0626-8162	02472126	58502	DS- Water Line- Main & Lincoln Sts	49,725	43,350	43,350	36,975	36,975	(6,375)	-14.7%	36,975	36,975	2024 Final payment
02-4721-0626-8163	02472126	58507	DS-Water Meter Replacement	3,696	2,377	2,377	1,042	1,042	(1,335)	-56.2%	1,042	1,042	2019 Final payment
02-4721-0626-8164	02472126	58522	DS- Lary Lane GWTP SRF	170,212	96,118	-	91,894	91,894	(4,224)	-4.4%	91,894	91,894	2036 Final payment
02-4721-0626-8xxx	02472126	58525	DS- Lincoln Street Phase #2	-	7,582	7,582	6,466	6,466	(1,116)	-14.7%	6,466	6,466	2032 Final payment
02-4721-0626-8xxx	02472126	58529	DS- Court Street Culvert	-	2,130	2,130	1,753	1,753	(377)	-17.7%	1,753	1,753	2027 Final payment
			Water Debt Service Interest Total	343,134	258,903	162,785	231,697	231,697	(27,206)	-10.5%	231,697	231,697	
			<b>Debt Service Total</b>	<b>1,102,716</b>	<b>1,119,250</b>	<b>807,618</b>	<b>1,062,113</b>	<b>1,062,113</b>	<b>(57,137)</b>	<b>-5.1%</b>	<b>1,062,113</b>	<b>1,062,113</b>	
<b>Capital Outlay</b>													
02-4900-0627-7301	02490027	55318	CO- Capital Outlay - Leases	1,702	16,681	-	16,681	16,681	(0)	0.0%	16,681	16,681	See separate lease schedule
02-4900-0627-7420	02490027	57009	CO- Capital Outlay - Vehicle	20,679	45,581	12,065	87,480	-	(45,581)	-100.0%	-	-	See separate vehicle schedule (see notes vrom BRC)
			CO- Capital Outlay - Land										
02-4900-0627-7454	02490027	55361	Acquisition/Purchase	-	1	-	1	1	-	0.0%	1	1	
02-4900-0627-7425	02490027	57015	CO- Water System Capital	55,967		1,472	123,000	100,000	100,000		100,000		Capital outlay needs for water facilities: Ports Ave fiber optic \$28k, River Sta pump \$45k, SWTP finished water pump & VFD \$50k
			<b>Capital Outlay Total</b>	<b>78,348</b>	<b>62,263</b>	<b>13,537</b>	<b>227,162</b>	<b>116,682</b>	<b>54,419</b>	<b>87.4%</b>	<b>116,682</b>	<b>16,682</b>	
			<b>Water Fund Total</b>	<b>3,195,524</b>	<b>3,361,387</b>	<b>2,441,571</b>	<b>3,384,851</b>	<b>3,270,026</b>	<b>(91,361)</b>	<b>-2.7%</b>	<b>3,263,305</b>	<b>3,294,537</b>	<b>A</b>
<b>WF -Warrant Articles</b>													
02-5000-0950-xxxx			New Groundwater Source Exploration		600,000				(600,000)	-100.0%			2018 CIP Page#23
02-5000-0950-xxxx	015491037		Washington St Waterline Replacement		665,000				(665,000)	-100.0%			2018 CIP Page#26
			*Newfields Road Water Main Extension \$1.6M per CIP				1,610,000		-				*CIP Page#34 - brings Town water to new WWTP and DPW Complex (\$1.1M will be taken from original SRF funds of \$54M for WWTF)
02-5000-0950-xxxx			Salem St. Area Utility Replacements				150,000	150,000	150,000		150,000	150,000	CIP P#27 Design (has General and Sewer Fund components) (BRC approves)
02-5000-0950-xxxx			6 wheel truck with dump body				87,470	35,000	35,000		35,000	35,000	BRC- Lease purchase with HWY Dept
			<b>Warrant Articles Total</b>	<b>-</b>	<b>1,265,000</b>	<b>-</b>	<b>1,847,470</b>	<b>185,000</b>	<b>(1,080,000)</b>	<b>-85.4%</b>	<b>185,000</b>	<b>185,000</b>	
			<b>Total Water Fund with WAR</b>	<b>3,195,524</b>	<b>4,626,387</b>	<b>2,441,571</b>	<b>5,232,321</b>	<b>3,455,026</b>	<b>(1,171,361)</b>	<b>-25.3%</b>	<b>3,448,305</b>	<b>3,479,537</b>	

Town of Exeter													
Sewer 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
<b>SEWER FUND</b>													
<b>Administration</b>													
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	
			<b>Administration Total</b>	<b>330,752</b>	<b>394,463</b>	<b>250,492</b>	<b>402,228</b>	<b>402,601</b>	<b>8,138</b>	<b>2.1%</b>	<b>393,058</b>	<b>402,118</b>	<b>A</b>
<b>Billing</b>													
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/week (from 16 hrs/week 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	8,026	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
													Allocation of actual costs for GASB compliance \$500 and Tyler consulting services \$1,500
03-4321-0634-5200	03432134	55055	SB- Consulting Services	218	2,000	-	2,000	2,000	-	0.0%	2,000	2,000	Audit Fees for Melanson & Health
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	12.5% allocation of IT phone utilization
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	Sewer Lien Releases
03-4321-0634-5470	03432134	55247	SB- Registry of Deeds	16	25	-	25	25	-	0.0%	25	25	12.5% allocation of IT internet services (website)
03-4321-0634-5683	03432134	55159	SB- Internet Services	-	1,155	-	1,155	1,155	-	0.0%	1,155	1,155	

Town of Exeter													
Sewer Fund													
Version #4 - Select Board 12/01/2018													
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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
<b>Collection</b>													
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/WWTP/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	850	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
<b>Treatment</b>													
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

Town of Exeter														
Sewer Fund														
Version #4 - Select Board 12/01/2018														
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03-4326-0633-1310	03432633	51310	ST- Sal/Wages Stand-By	-	4,900	3,620	7,280	7,280	2,380	48.6%	7,280	7,280	Pay for after hours on-call status, \$140/week per union contract	
03-4326-0633-1350	03432633	51350	ST- Sal/Wages Storm Related FEMA 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	3,639	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	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	-	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)	
													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- Solids Handling	5,752	10,500	6,050	168,000	100,000	100,000	-	100,000	-	Building heat	
			ST- Natural Gas				10,500	16,500	6,000	57.1%	16,500	10,500	Aerators, lights, recirc. & chem feed pumps (BRC-increase per Wright Pierce)	
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	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		
			<b>Sewer Treatment Total</b>	<b>477,962</b>	<b>548,924</b>	<b>438,189</b>	<b>852,338</b>	<b>932,836</b>	<b>383,912</b>	<b>69.9%</b>	<b>925,044</b>	<b>632,867</b>	<b>A</b>	
<b>Debt Service</b>														
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	

Town of Exeter													
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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 Sewerlins	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	
			<b>Debt Service Total</b>	<b>586,122</b>	<b>669,233</b>	<b>669,233</b>	<b>576,124</b>	<b>576,124</b>	<b>(93,109)</b>	<b>-13.9%</b>	<b>576,124</b>	<b>576,124</b>	
03-4723-0638-8050	03472438	58500	SF- BAN Interest	45,242	-	-	-	-	-	-	-	-	Interest on BAN (WWTP Engineering design)
			<b>BAN Total</b>	<b>45,242</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Capital Outlay</b>													
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
			<b>Capital Outlay Total</b>	<b>96,181</b>	<b>136,952</b>	<b>100,412</b>	<b>128,681</b>	<b>106,681</b>	<b>(30,271)</b>	<b>-22.1%</b>	<b>106,681</b>	<b>16,681</b>	<b>A</b>
			<b>Sewer Fund Total</b>	<b>2,450,617</b>	<b>2,567,965</b>	<b>1,996,522</b>	<b>2,788,413</b>	<b>2,845,874</b>	<b>277,909</b>	<b>10.8%</b>	<b>2,828,137</b>	<b>2,462,004</b>	<b>A</b>
<b>Warrant Articles/Other</b>													
	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
			<b>Warrant Articles Total</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	<b>1,145,000</b>	<b>145,000</b>	<b>115,000</b>	<b>383.3%</b>	<b>145,000</b>	<b>145,000</b>	
			<b>Total Sewer Fund with WAR</b>	<b>2,450,617</b>	<b>2,597,965</b>	<b>1,996,522</b>	<b>3,952,357</b>	<b>2,990,874</b>	<b>392,909</b>	<b>15.1%</b>	<b>2,973,137</b>	<b>2,607,004</b>	

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
	<b>Total</b>	<b>20,448</b>	<b>26,786</b>	<b>47,234</b>		<b>53,083</b>	
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
		<b>Total</b>	<b>3,244</b>	<b>8,434</b>	<b>11,678</b>		<b>16,868</b>
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
		<b>Total</b>	<b>-</b>	<b>49,003</b>	<b>49,003</b>		<b>96,903</b>
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
		<b>Total</b>	<b>-</b>	<b>45,496</b>	<b>45,496</b>		<b>89,890</b>
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
		<b>Total</b>	<b>5,632</b>	<b>12,203</b>	<b>17,835</b>		<b>24,406</b>
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
		<b>Total</b>	<b>5,402</b>	<b>15,606</b>	<b>21,008</b>		<b>31,212</b>
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
		<b>Total</b>	<b>10,334</b>	<b>10,334</b>	<b>20,669</b>		<b>20,669</b>
9	PW: Maintenance	Contracted Services	8,667	17,333	26,000	Contracted cleaning	34,700
	<b>General Fund Total</b>			<b>238,923</b>		<b>367,731</b>	
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
		<b>Total</b>	<b>-</b>	<b>18,944</b>	<b>18,944</b>		<b>75,776</b>
	<b>Sewer Fund Total</b>			<b>18,944</b>		<b>75,776</b>	



Town of Exeter  
 Leases/Vehicles  
 2019 Preliminary Budget

**General Fund**

<u>Leases</u>			
01-4194-01117-7301	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
	<b>Total GF Leases</b>	<b>455,770</b>	

<u>Vehicle Purchases</u>			
01-4194-01117-7420	GG- CO - Vehicles	65,898	2 Police vehicles
			DPW Dump Truck - replace # 9
			Small Transit van for maintenace - replace #24
	<b>Total GF Vehicle purchases</b>	<b>65,898</b>	
	<b>Total GF</b>	<b>521,668</b>	

**Water Fund**

<u>Vehicle Purchases</u>			
02-4902-0627-7301	WF- CO - Leases	1,702	Light Duty Vehicles, Lease ends 2020
		14,979	Financial Software, Lease ends 2019
	<b>Total WF Leases</b>	<b>16,681</b>	
02-4900-0627-7420	WF-CO- Capital Outlay - Vehicle		
	<b>Total WF Vehicle purchases</b>	<b>-</b>	6 Wheel Truck #25 w/ Dump body and Plow
	<b>Total WF</b>	<b>16,681</b>	

**Sewer Fund**

<u>Leases</u>			
03-4902-0637-7301	SF- CO - Leases	1,701	Light Duty Vehicles, Lease ends 2020
		14,979	Financial Software, Lease ends 2019
	<b>Total SF Leases</b>	<b>16,680</b>	
	<u>Vehicle Purchases</u>		
03-4902-0637-7420	SF-CO- Capital Outlay - Vehicle		
	<b>Total SF Vehicle purchases</b>	<b>-</b>	
	<b>Total SF</b>	<b>16,680</b>	

<b>Revenue of the Town (excluding property taxes)</b>			
<b>Description</b>	<b>Projected 12/31/19</b>	<b>Projected 12/31/18</b>	<b>Actual Revenue 12/31/17</b>
Interest and Penalties	150,000	150,000	155,037
Current Use Tax	50,000	52,500	64,250
Yield Tax Revenue	500	1,800	4,881
Payment In Lieu of Taxes	43,179	43,179	43,179
Excavation Tax	-	970	-
Jeopardy Tax	1,000	1,450	1,166
Motor Vehicle Permit Fees	2,900,000	2,850,000	2,881,139
Building Permits & Fees	200,000	160,000	577,278
General Town Clerk/CATV Franchise Revs	210,000	210,000	231,153
Meals and Rooms Tax Revenue	774,137	774,137	765,219
State Highway Block Grant	304,179	304,179	296,078
Water Pollution Grant	25,694	21,472	20,701
State Grant Revenue	25,000	85,000	17,626
From the Federal Government (FEMA)		68,000	-
Revenue From Departments	1,000,000	870,000	887,916
Sale of Town Property - Other	500	500	-
Interest Income	500	500	423
Total/Rental/Misc Income	23,000	23,000	24,457
Transfers In/Special Revenue	439,041	610,489	710,154
Budgetary Use of Fund Balance	600,000	600,000	600,000
Other (see note - additional LUCT rec. 11/18)	300,000	-	-
<b>Totals</b>	<b>7,046,730</b>	<b>6,827,176</b>	<b>7,280,657</b>
<b>Notes</b>			
Great Dam proceeds in 2019: Design/Engineering offset, Removal grant remainder			
Blue Bag Increases, Transfer Station permit fee increases, small/large load increases for brush			
Wentworth Trust			
Transfers in does not include any Trustee of Trust Funds transfers (snow/ice, sick leave)			

**General Fund:**

Approved Operating	18,646,644	
Fire Engine	88,175	GG CO Lease
DPW Loader	56,340	GG CO Lease
POL Union	<u>44,901</u>	Police line items (per TM analysis)
Total Operating	18,836,060	



# EXETER PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD • EXETER, NH • 03833-4540 • (603) 773-6157 • FAX (603) 772-1355

[www.exeternh.gov](http://www.exeternh.gov)

## MEMO

DATE: December 13, 2018  
TO: Russell Dean, Town Manager  
FROM: Jennifer R. Perry, P.E., Public Works Director  
RE: LED Streetlight Conversion

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This memo provides an update and answers questions raised at the 11/26 Select Board meeting.

The draft proposal from Affinity has been increased to reflect the increase in material costs for 2019 installations. The LED conversion proposal is \$187,818 (without networked lighting). Please see attached proposal for 2019. Rebate amounts from Unitil may increase (from \$118,319 up to \$132,831) based on this change, but the rebate amount has yet to be confirmed by Unitil.

Affinity and Unitil have provided clarifications on the order of payments, incentives/rebates, and repayments. The Town would pay Affinity for the total installed project cost of \$187,818 (typically 50% for material costs at start of project, then 50% upon completion). Unitil then issues the Town a rebate check for \$118,319 (possibly up to \$132,831 due to the higher project cost). Then Unitil issues the Town another check, a "co-pay" that covers the difference between the total project cost and the incentive (between \$54,988 and \$69,499). Then the Town pays off Unitil for the copay and Net Book Value (\$100,437) on the monthly streetlight bill over the 60 month period at 0% interest. Because the Town does have to pay for the total project cost upfront, it is recommended a warrant article be presented to the voters.

**Who owns the lights once they are installed?** State regulations govern pole attachments; they require the lights to go to the utility. Affinity will honor the 10 year warranty period.

**Who replaces the lights?** It is recommended the Town maintain a small stock of replacement lights. They can be replaced by Unitil.

**How long do high pressure sodium lamps (HPS) last compared to LED?** Typical lifespan values for HPS bulbs are around 24,000 hours; at 4,150 night hours per year here, the average HPS lifespan is 5.8 years. HPS require preventive maintenance and routine service; they should be rebalasted and relamped every 5 to 8 years. LED lights have 120,000 hour, 28.9 year lifespan and may only need irregular cleaning (they are equipped with bird-guards).

**Where are Affinity LED streetlights installed in other communities and for how long?**

Please see the attached compilation of Affinity projects which includes the date of installation; most streetlight installations were completed in 2017 & 2018. The oldest installation is 5 years ago in the parking lot at the McConnell Center in Dover. Projects that were competitively bid and awarded to Affinity are identified.

**Can demonstration LED lights be installed in Exeter?** Yes, at cost. The same lights proposed for Exeter are already installed and can be viewed in several neighboring communities, including Dover, Epping, Greenland, Newfields, Newington, Newmarket, Portsmouth, Somersworth and Rochester.

**How quickly does the technology change? Should we wait for newer technology to come along?** LED technology went through rapid improvements several years back; no major changes are foreseen at this time during the 5 year payback period. There is a cost of waiting of \$31,000/year due to the higher annual operating cost for HPS.

**When could this project take place?** LED conversion can take place at any time of the year, however, installers will postpone work during storms for worker and traveling public safety.



## SIMILAR PROJECTS - CLIENT REFERENCES

### **TOWN OF ANTRIM, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Donna Hanson Town Administrator Email: antrimbiz@tds.net Phone: 603-588-6785 ext 221	<u>Contact Address:</u> Town Hall 66 Main Street Antrim, NH 03440
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 108 units, 3,000K LED conversion - Contract awarded Jan. 30th, 2018 - Completed Feb. 22nd, 2018	

### **TOWN OF BEDFORD, NEW HAMPSHIRE - Competitive Award**

<u>Client Contact Information:</u> Jeanne Walker Town Engineer/Asst. Director of Public Works 24 North Amherst Road Email: jwalker@bedfordnh.org Phone: (603) 472-3070	<u>Contact Address:</u> Town Offices 24 North Amherst Road Bedford, NH 03110
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 173 unit, 3,000K LED conversion - Contract awarded Jan. 15th, 2018 - Completed Feb. 14th, 2018	

### **CITY OF BERLIN, NEW HAMPSHIRE - Competitive Award**

<u>Client Contact Information:</u> Jim Wheeler - City Manager jwheeler@berlinnh.gov 603-752-7532	<u>Contact Address:</u> City of Berlin - City Hall 168 Main Street Berlin, NH 03570
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 880 unit, 3,000K LED conversion - 65 in town City Metered lighting	

### **TOWN OF BETHLEHEM, NEW HAMPSHIRE**

<u>Client Contact Information:</u> April Hibberd admin@bethlehemnh.org	<u>Contact Address:</u> Town of Bethlehem PO Box 189 2155 Main St. Bethlehem, NH 03574
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 234 unit, 3,000K LED conversion - Completed March 2018	

**CITY OF CLAREMONT, NEW HAMPSHIRE - Competitive Award**

<p><u>Client Contact Information:</u>          Victor St. Pierre          Assistant Public Works Director          vstpierre@claremontnh.com          Phone: (603) 504-0353 <u>Main</u> (603) 542-7020</p>	<p><u>Contact Address:</u>          Department of Public Works          8 Grandview Street          Claremont, NH 03743</p>
<p><u>Project Manager Assigned:</u> John Branagan</p>	
<p>Completed turnkey conversion of the Town's EOL ledger.          - 173 unit, 3,000K LED conversion          - Contract awarded Jan. 15th, 2018 - Completed Feb. 14th, 2018</p>	
<p>Additional LED conversions          City Metered LED conversion              Barnes, Moody, and Monadnock parks -          Municipal building              Wastewater Treatment Facility – completed 2016              Claremont Community Center – beginning Q1 2018</p>	

**TOWN OF CONWAY, NEW HAMPSHIRE - Competitive Award**

<p><u>Client Contact Information:</u>          Paul DegliAngeli, PE          Director of Public Works          Email: pauld@conwaynh.org          Phone: (603) 447 - 3811 x 24</p>	<p><u>Contact Address:</u>          Town of Conway NH          1634 East Main St.          Center Conway, NH 03813</p>
<p><u>Project Manager Assigned:</u> John Branagan</p>	
<p>Completed turnkey conversion of the Town's Eversource EOL ledger.          - 163 units, 3,000K LED conversion          - Contract awarded Jan. 15th, 2018 - Completed Feb. 14th, 2018</p>	

**CITY OF DOVER, NEW HAMPSHIRE - Competitive Award**

<p><u>Client Contact Information:</u>          J. Michael Joyal, City Manager          Email: m.joyal@dover.nh.gov          Direct: (603) 516-6023</p>	<p><u>Contact Address:</u>          288 Central Avenue          Dover, NH 03820</p>
<p><u>Project Manager Assigned:</u> John Branagan</p>	
<p>Completed turnkey conversion of the City's EOL ledger.          - 1,781 units, 3,000K LED conversion          - First in NH connected Smart Control Street-lighting System          - Contract awarded July 2017 - Substantially Completed January 2018</p>	
<p>Additional LED conversions          - City Metered LED conversion              In town decorative and parking lot lights LED Conversion          - Municipal building - Full Interior and Exterior LED conversions              Dover Ice Arena – June 2015              Dover Indoor Pool – September 2015              Dover McConnell Center – February 2016              Dover Mast Rd. DPW Facility – June 2015</p>	



## SIMILAR PROJECTS – CLIENT REFERENCES

### **TOWN OF EPPING, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Greg Dodge Email: <a href="mailto:administrator@townofepping.com">administrator@townofepping.com</a>  Phone: (603) 679-5441	<u>Contact Address:</u> Town of Epping Attn: Town Administrator 157 Main St. Epping, NH 03042
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's Eversource EOL ledger. - 127 units, 3,000K LED conversion - Completed March. 29, 2018	

### **TOWN OF FARMINGTON, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Arthur Capello Town Administrator Email: <a href="mailto:farmingtona@metrocast.net">farmingtona@metrocast.net</a> Phone: (603) 755-2208	<u>Contact Address:</u> 356 Main Street Farmington, NH 03835
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 190 units, 3,000K LED conversion - Contract awarded December 2017 - Completed January 2018	

### **TOWN OF FRANCONIA, NEW HAMPSHIRE – Competitive Award**

<u>Client Contact Information:</u> Holly Burbank Town Administrator Email: <a href="mailto:townadmin@franconianh.org">townadmin@franconianh.org</a> Phone: (603) 823-7752	<u>Contact Address:</u> Town of Franconia NH 421 Main Street Franconia, NH 03580
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 143 units, 3,000K LED conversion - Contract awarded October 2017 - Completed January 2018	

### **TOWN OF GILFORD, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Scott J. Dunn, Town Administrator Email: <a href="mailto:sdunn@gilfordnh.org">sdunn@gilfordnh.org</a> Phone: (603) 527-4706	<u>Contact Address:</u> Town of Gilford 47 Cherry Valley Road Gilford, NH 03249
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL Ledger - 174 units, 3,000K LED conversion - Completed May 2018	





**SIMILAR PROJECTS – CLIENT REFERENCES**

**TOWN OF GORHAM, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Denise Vallee Director of Finance & Administration Email: dvallee@gorhamnh.org Phone: (603) 466-3322	<u>Contact Address:</u> Town of Gorham NH 20 Park Street Gorham, NH 03581
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's Midnight Rate ledger - Phase 1 - 60 units, 3,000K LED conversion - Contract awarded December 2017 - Completed January 2018 - Phase 2 – May 28, 2018	

**TOWN OF GREENLAND, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Karen Anderson Town Administrator Email: KAnderson@greenland-nh.com Phone: (603) 431-7111	<u>Contact Address:</u> Town of Greenland NH 11 Town Square Greenland, NH 03840
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 121 units, 3,000K LED conversion - Contract awarded September 2017 - Completed January 2018	

**TOWN OF HAMPSTEAD, NEW HAMPSHIRE – Competitive Award**

<u>Client Contact Information:</u> Sally Theriault Town Administrator Email: sally.theriault@comcast.net Phone: (603) 329-4100 ext. 100	<u>Contact Address:</u> Town of Hampstead NH 11 Main Street Hampstead, NH 03841
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 148 units, 3,000K LED conversion - Contract awarded August 2017 - Completed September 2017	

**TOWN OF HENNIKER, NEW HAMPSHIRE – Competitive Award**

<u>Client Contact Information:</u> Christine Trovato – Town Manager	<u>Contact Address:</u> Town of Henniker, NH 18 Depot Hill Rd. Henniker, NH 03242
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 79 units, 3,000K LED conversion	



## SIMILAR PROJECTS – CLIENT REFERENCES

### **TOWN OF JAFFREY, NEW HAMPSHIRE – Competitive Award**

<u>Client Contact Information:</u> Jon Frederick, Town Manager Randall W. Heglin, Director Dep. of Public Works rheglin@townofjaffrey.com 603-532-6521	<u>Contact Address:</u> Town of Jaffrey, NH 23 Knight Street Jaffrey, NH 03452
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 145 units, 3,000K LED conversion	

### **CITY OF KEENE, NEW HAMPSHIRE – Competitive Award**

<u>Client Contact Information:</u> Duncan Watson Assistant Public Works Director Email: dwatson@ci.keene.nh.us Phone: (603) 352-6550	<u>Contact Address:</u> City of Keene NH 350 Marlboro Street Keene, NH 03431
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the City's EOL ledger. - 1140 units, 3,000K LED conversion - Contract awarded July 2017 - Substantially Completed January 2018	

### **TOWN OF LISBON, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Sharon Penney Lisbon Town Administrator Email: townadmin@lisbonnh.org Phone: 603-838-6376	<u>Contact Address:</u> Town of Lisbon 46 School St. Lisbon, NH 03585
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 139 unit, 3,000K LED conversion	

### **TOWN OF MERRIMACK, NEW HAMPSHIRE – Competitive Award**

<u>Client Contact Information:</u> Kyle Fox Public Works Director Email: kfox@merrimacknh.gov Phone: (603) 427-5137	<u>Contact Address:</u> Town of Merrimack NH 6 Baboosic Lake Road Merrimack, NH 03054
<u>Project Manager Assigned:</u> John Branagan	



## SIMILAR PROJECTS - CLIENT REFERENCES

Completed turnkey conversion of the City's EOL ledger. <ul style="list-style-type: none"><li>- 661 units, 3,000K LED conversion</li><li>- Contract awarded August 2016 Substantially Completed March 2017</li></ul>
Additional LED conversions <ul style="list-style-type: none"><li>- Transfer Station facility – completed Feb. 2017</li><li>- Police Department exterior lighting – completed December 2016</li></ul>

### **TOWN OF MILFORD, NEW HAMPSHIRE - Competitive Award**

<u>Client Contact Information:</u> Mark Bender Town Administrator Email: mbender@milford.nh.gov Phone: (603) 240-0601	<u>Contact Address:</u> Town of Milford NH 1 Union Square Milford, NH 30355
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the City's EOL ledger. <ul style="list-style-type: none"><li>- 424 units, combination of 4,000K &amp; 3,000K LED conversion</li><li>- Contract awarded May 2017 - Completed December 2017</li></ul>	
Additional LED conversions <ul style="list-style-type: none"><li>- City Metered Decorative LED conversion</li><li>- Police Department Parking Lot LED conversion</li></ul>	

### **TOWN OF NEW CASTLE, NEW HAMPSHIRE**

<u>Client Contact Information:</u> William Stewart Select Board Chair Email: bill.stewart@newcastlenh.org New Castle, NH 03854	<u>Contact Address:</u> Town of New Castle NH 49 Main Street New Castle, NH 03854
<u>Project Manager Assigned:</u> John Branagan	
Engaged in turnkey conversion of the Town's EOL ledger. <ul style="list-style-type: none"><li>- 56 units, 3,000K LED conversion</li><li>- Comprehensive GIS</li></ul>	

### **TOWN OF NEWFIELDS, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Donna Newman Email: donnaneuman@newfieldsnh.gov Phone: (603) 755-2208	<u>Contact Address:</u> Town of Newfields NH 65 Main Street Newfields, NH 03856
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. <ul style="list-style-type: none"><li>- 72 units, 3,000K LED conversion</li><li>- Contract awarded September 2017 - Completed October 2017</li></ul>	



## SIMILAR PROJECTS - CLIENT REFERENCES

### **TOWN OF NEWINGTON, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Kevin Kelley Email: kkelley@townofnewingtonnh.com Phone: (603) 426-7640	<u>Contact Address:</u> Town of Newington NH 205 Nimble Hill Rd Newington, NH 03801
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 134 units, 3,000K LED conversion - Contract awarded November 2017 - Completed January 2018	

### **TOWN OF NEWMARKET, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Steve Fournier Town Administrator Email: sfournier@newmarketnh.gov Phone: (603) 659-3617	<u>Contact Address:</u> Town of Newmarket NH 186 Main Street Newmarket, NH 03857
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the Town's EOL ledger. - 243 units, 3,000K LED conversion - Contract awarded October 2017 - Completed December 2017	
Additional LED conversions - City Metered Decorative LED conversion	

### **TOWN OF PITTSFIELD, NEW HAMPSHIRE - Competitive Award**

<u>Client Contact Information:</u> Cara Marston Town Administrator Email: cmarston@pittsfieldnh.gov Phone: (603) 435-6773	<u>Contact Address:</u> Town Hall 85 Main Street Pittsfield, NH 03263
<u>Project Manager Assigned:</u> John Branagan	
Completed turnkey conversion of the City's EOL ledger. - 141 units, 3,000K LED conversion - Contract awarded September 2017 - Completed October 2017	

### **CITY OF PORTSMOUTH, NEW HAMPSHIRE - Competitive Award**

<u>Client Contact Information:</u> Peter Rice Public Works Director Email: phrice@cityofportsmouth.com Phone: (603) 427-1530	<u>Contact Address:</u> Department of Public Works 680 Peverly Hill Rd Portsmouth, NH 03801
<u>Project Manager Assigned:</u> John Branagan	



**SIMILAR PROJECTS - CLIENT REFERENCES**

<p>Completed turnkey conversion of the City's EOL ledger.</p> <ul style="list-style-type: none"> <li>- 1,682 units, 3,000K LED conversion</li> <li>- Contract awarded November 2016 - Substantially Completed December 2017</li> </ul>
<p>Additional LED conversions</p> <ul style="list-style-type: none"> <li>- City Metered LED conversions               <ul style="list-style-type: none"> <li>Pease Tradeport - 'specialty' roadway lighting</li> <li>City Hall - parking lot lighting</li> <li>High Hanover - LED test for parking garage</li> </ul> </li> </ul>

**CITY OF ROCHESTER, NEW HAMPSHIRE**

<p><u>Client Contact Information:</u>          Michael Riley          Municipal Services Supervisor-Facilities          Email: michael.riley@rochesternh.net          Phone: (603) 332-4096</p>	<p><u>Contact Address:</u>          Rochester NH DPW          45 Old Dover Road          Rochester, NH 03867</p>
<p><u>Project Manager Assigned:</u> John Branagan</p>	
<p>Completed turnkey conversion of the City's EOL ledger.</p> <ul style="list-style-type: none"> <li>- 1,430 units, 3,000K LED conversion</li> <li>- Contract awarded April 2017 - Substantially Completed November 2017</li> </ul>	
<p>Additional LED conversions</p> <ul style="list-style-type: none"> <li>- City Decorative Roadway Lighting</li> <li>- Rochester Community Center</li> <li>- Airport Drive Development</li> <li>- Waste Water Treatment Facility</li> </ul>	

**CITY OF SOMERSWORTH, NEW HAMPSHIRE**

<p><u>Client Contact Information:</u>          Michael Bobinsky          Director of Public Works and Utilities          Email: mbobinsky@somersworth.com          Phone: (603) 692-4266</p>	<p><u>Contact Address:</u>          1 Government Way          Somersworth, NH 03878</p>
<p><u>Project Manager Assigned:</u> John Branagan</p>	
<p>Completed turnkey conversion of the City's EOL ledger.</p> <ul style="list-style-type: none"> <li>- 765 units, 3,000K LED conversion</li> <li>- Contract awarded April 2017 - Completed January 2018</li> </ul>	

**TOWN OF SWANZEY, NEW HAMPSHIRE - Competitive Award**

<p><u>Client Contact Information:</u>          Michael T. Branley, MPA          Town Administrator          Email: mbranley@town.swanzey.nh.us          Phone: (603) 352-7411 ext. 107</p>	<p><u>Contact Address:</u>          Town of Swanzey NH          620 Old Homestead Highway          Swanzey, NH 03446</p>
<p><u>Project Manager Assigned:</u> John Branagan</p>	
<p>Completed turnkey conversion of the City's EOL ledger.</p> <ul style="list-style-type: none"> <li>- 110 units, 3,000K LED conversion</li> <li>- Contract awarded December 2017 - Completed February 2018</li> </ul>	



## SIMILAR PROJECTS - CLIENT REFERENCES

### **TOWN OF WHITEFIELD, NEW HAMPSHIRE**

<u>Client Contact Information:</u> Shawn C. White Public Works Director Email: whitefelddpw@ne.rr.com Phone: (603) 837-2202	<u>Contact Address:</u> Town of Whitefield NH 56 Littleton Road Whitefield, NH 03598
<u>Project Manager Assigned:</u> John Branagan	
LED Equipment Supplier - 143 units, 3,000K LED conversion	

### **New Hampshire Department Of Transportation - Competitive Award**

<u>Client Contact Information:</u> David Rodrigue Director of Operations Email: Dave.Rodrigue@dot.nh.gov Phone: (603) 485-3806	<u>Contact Address:</u> 7 Hazen Drive Concord, NH 03302
<u>Project Manager Assigned:</u> John Branagan	
Complete turnkey conversion of the State's lights Highway and Turnpikes Division Commences - 2019	

### **City Of Augusta, Maine - Competitive Award**

<u>Client Contact Information:</u> Raphael E St Pierre - Assistant City Manager <a href="mailto:ralph.stpierre@augustamaine.gov">ralph.stpierre@augustamaine.gov</a> 207-626-2300	<u>Contact Address:</u> 16 Cony St. Augusta, ME 04330
<u>Project Manager Assigned:</u> John Branagan	
Complete turnkey conversion of the City's 1,948 ledger lights and 293 Metered deco lights.	

### **Town Of Eliot, Maine - Competitive Award**

<u>Client Contact Information:</u> Dana Lee - Town Manager <a href="mailto:townmanager@eliotme.org">townmanager@eliotme.org</a> 207-439-1813	<u>Contact Address:</u> 1333 State Road Eliot, ME 03903
<u>Project Manager Assigned:</u> John Branagan	
Complete turnkey conversion of the town's 100 streetlights.	

### **Town Of Kittery, Maine - Competitive Award**

<u>Client Contact Information:</u> Kendra Amaral - Town Manager KAmaral@kitteryme.org Chief David O'Brien - DO'Brien@kitteryme.org 207-439-1813	<u>Contact Address:</u> 200 rogers Road Kittery, ME 03903
<u>Project Manager Assigned:</u> John Branagan	
Complete turnkey conversion of the town's 641 streetlights.	

# EXETER, NH LED Streetlight Conversion Proposal (2019 Tariff Updated)

Updated: October 10, 20

Municipality: Exeter, NH  
 Account #:  
 ANNUAL HOURS: 4,150  
 TOTAL KWH RATE: \$0.107230 (DELIVERY + SUPPLY)

**MUNICIPAL STREET LIGHTING SUMMARY**

Current Lighting Description	Fixture Qty
	695
50W SVST - HPS COBRA	567
100W MVST - MV COBRA	17
150W SVFL - HPS FLOOD	3
150W SVST - HPS COBRA	45
175W MVST - MV COBRA	1
175W MHST - MH COBRA	1
250W MVFL - MV FLOOD	1
250W SVFL - HPS FLOOD	9
250W SVST - HPS COBRA	30
400W MVFL - MV FLOOD	2
400W MVST - MV COBRA	2
400W SVFL - HPS FLOOD	3
1000W SVFL - HPS FLOOD	1
1000W SVST - HPS COBRA	3
400W SVST - HPS COBRA	10
	695

**CURRENT LIGHTING**

Existing Rated Watts	ANNUAL kWh per fixture	TOTAL ANNUAL KWH	MONTHLY CHARGES FOR ALL - SERVICE (per Fixture)	TOTAL ANNUAL COST
65	270	152,948	\$15.67	\$106,619
120	498	8,466	\$17.57	\$3,584
190	789	2,366	\$24.16	\$870
190	789	35,483	\$21.89	\$11,821
205	851	851	\$22.98	\$276
205	851	851	\$27.38	\$329
290	1,204	1,204	\$29.28	\$351
295	1,224	11,018	\$31.21	\$3,371
295	1,224	36,728	\$29.62	\$10,663
455	1,888	3,777	\$39.05	\$937
455	1,888	3,777	\$37.59	\$902
460	1,909	5,727	\$40.28	\$1,450
1085	4,503	4,503	\$81.78	\$981
1085	4,503	13,508	\$81.42	\$2,931
460	1,909	19,090	\$40.81	\$4,897
		300,294		\$149,982

**PROPOSED LED LIGHTING**

Models	LED Rated Watts	ANNUAL kWh per fixture	TOTAL ANNUAL KWH	MONTHLY CHARGES FOR ALL - SERVICE (per Fixture)	TOTAL ANNUAL COST	INSTALLATION SERVICES		NETWORKED LIGHTING CONTROLS	
						Cost per Fixture	TOTAL COST	Cost per Fixture	TOTAL COST
AFFINITY S800-25W-30K-T2-10-GR-M	25	104	58,826	\$13.77	\$93,691	\$98.75	\$55,991	\$133.15	\$75,49
AFFINITY S800-25W-30K-T2-10-GR-M	25	104	1,764	\$13.77	\$2,809	\$98.75	\$1,679	\$133.15	\$2,26
AFFINITY FL2-80W-30K	80	332	996	\$15.96	\$575	\$98.75	\$296	\$133.15	\$399
AFFINITY S801-80W-30K-T2-10-GR-M	80	332	14,940	\$15.96	\$8,618	\$98.75	\$4,444	\$133.15	\$5,99
AFFINITY S800-65W-30K-T2-10-GR-M	65	270	270	\$15.27	\$183	\$98.75	\$99	\$133.15	\$133
AFFINITY S800-65W-30K-T2-10-GR-M	65	270	270	\$15.27	\$183	\$98.75	\$99	\$133.15	\$133
AFFINITY FL2-80W-30K	80	332	332	\$15.96	\$192	\$98.75	\$99	\$133.15	\$133
AFFINITY FL2-100W-30K	100	415	3,735	\$16.77	\$1,811	\$98.75	\$889	\$133.15	\$1,19
AFFINITY S801-100W-30K-T2-10-GR-M	100	415	12,450	\$16.77	\$6,037	\$98.75	\$2,962	\$133.15	\$3,99
AFFINITY FL2-100W-30K	100	415	830	\$16.77	\$402	\$98.75	\$197	\$133.15	\$266
AFFINITY S801-100W-30K-T2-10-GR-M	100	415	830	\$16.77	\$402	\$98.75	\$197	\$133.15	\$266
AFFINITY FL2-100W-30K	100	415	1,245	\$16.77	\$604	\$98.75	\$296	\$133.15	\$399
AFFINITY FL2-300W-30K	300	1,245	1,245	\$24.76	\$297	\$98.75	\$99	\$133.15	\$133
AFFINITY S802-180W-30K-T2-10-GR-M	180	747	2,241	\$19.82	\$714	\$98.75	\$296	\$133.15	\$399
AFFINITY S802-180W-30K-T2-10-GR-M	180	747	7,470	\$19.82	\$2,378	\$98.75	\$987	\$133.15	\$1,33
			107,444		\$118,897	avg \$98.75	\$68,631	avg \$133.15	\$92,53

ANNUAL ENERGY SAVINGS (kwh)	
	(192,851)
	-64.2%
LONG TERM ENERGY SAVINGS	
5 Years	(964,253)
10 Years	(1,928,505)
20 Years	(3,857,010)

ANNUAL OPEX SAVINGS	
	(\$31,085)
	-20.7%
LONG TERM SAVINGS	
5 Years	(\$155,424)
10 Years	(\$310,848)
20 Years	(\$621,696)

ANNUAL CO2 EMISSIONS REDUCTION		
	316,414 lbs	158.2 tons
LONG TERM CO2 EMISSIONS REDUCTION		
5 Years	1,582,070 lbs	791.0 tons
10 Years	3,164,139 lbs	1,582.1 tons
20 Years	6,328,278 lbs	3,164.1 tons

WITHOUT NETWORKED LIGHTING CONTROLS		
PER FIXTURE		
+ ALL-IN COST (SERVICES + EQUIP)	\$270.24	\$187,818
+ NET BOOK VALUE OWED		\$100,437
+ INCENTIVE EST*		(\$132,831)
= NET CAPITAL COST		\$155,424
ANNUAL OPEX SAVINGS		(\$31,085)
SIMPLE PAYOFF	Years	5.00
	Months	60.0
SHORT TERM CUMULATIVE ROI		
Year 1	(\$124,339)	-66.2%
Year 2	(\$93,254)	-49.7%
Year 3	(\$62,170)	-33.1%
Year 4	(\$31,085)	-16.6%
Year 5	\$0	0.0%
LONG TERM CUMULATIVE ROI		
Year 10	\$155,424	82.8%
Year 20	\$466,272	248.3%
10 YEAR CAPEX CUMULATIVE IMPACT		
Year 1	\$15,542	Profit
Year 2	\$31,085	Profit
Year 3	\$46,627	Profit
Year 4	\$62,170	Profit
Year 5	\$77,712	Profit

DRAFT PROPOSAL FOR DISCUSSION

## **Tax, Water & Sewer Abatements**



<b>List for Select Board's meeting January 7, 2019</b>						
<b>Water / Sewer Department Abatement Requests</b>						
<u>Name</u>	<u>Location</u>	<u>Amount</u>	<u>Date SB Discussed</u>	<u>Customer attending</u>	<u>Reason for abatement</u>	<u>1st SB Resolution</u>
Thomas Brewitt	15 Hampton Falls Road	TBD	N/A	TBD	Possible leak	N/A
Abdallaha Akar	22 River Bend Circle	TBD	N/A	TBD	Possible leak	N/A

TOWN OF EXETER  
WATER & SEWER ABATEMENT

Application Date: 1/3/2019

Meeting Date: 1/7/2019

Name: Abdallaha Akar Address: 22 River Bend Circle  
Property Description: Single Family Home

Incident Details:

The owner contacted Water & Sewer in October of 2018 after receiving a high bill. A data download was done at the property and a leak appeared present though a leak check revealed nothing obvious.

Conclusion:

Based on the documented abatement request, the Water & Sewer Department believes a leak occurred on the property. Select board policy states that in the event the source or cause of the abnormally high consumption is related to a leak due to customer negligence such as failure to maintain internal (private) plumbing fixtures in good repair, the customer shall be held responsible for the entire bill.

If the Select Board wishes to grant the one in ten year abatement for half the water & sewer usage portion above the average usage, the calculated **abatement amount is \$ 85.84** for a **new bill total of \$297.20**.

The **sewer portion** of the bill for the excess usage would be **\$95.92** leaving **\$287.12** due for **water and service fees**. The calculation for the **entire excess used** is **\$202.62** leaving **\$180.42** due for the **expected usage** during this billing period.

Supporting Documents Submitted:

- Data Download     Home Owner Repair Receipts     Leak Check Results     Plumber Invoice/Statement  
 Meter Test     None

Select Board Review:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved \$ \_\_\_\_\_

Denied

SB Signature \_\_\_\_\_

SB Signature \_\_\_\_\_

SB Signature \_\_\_\_\_

SB Signature \_\_\_\_\_

SB Signature \_\_\_\_\_

Town of Exeter



Water/Sewer Abatement Request Form

Please Print:

Full Name: ABDALLAH AKAR  
Mailing Address: 22 RIVER Bend CIRCLE  
EXETER, NH 03833  
Service/Property Address: \_\_\_\_\_

Today's Date: Jan 3 / 2019  
Account Number: \_\_\_\_\_  
Route Number: \_\_\_\_\_  
Phone Number: 603 778 7869

Utility Abatement Requested for: Water \_\_\_\_\_ Sewer \_\_\_\_\_ Water & Sewer \_\_\_\_\_  
Date of Bill: 9/28/18 Billing Period from \_\_\_\_\_ to \_\_\_\_\_ Amount of Bill: \$ 323.04  
100

Owner's reason for the abatement request (Please be as specific as possible): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Signature]  
Signature of Applicant

Jan 3 / 2019  
Date

Signature of Billing Office

Date

Do not write below this line

Reviewed by: \_\_\_\_\_ Date of Review: \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_

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

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

Recommendation: \_\_\_\_\_ Disapprove \_\_\_\_\_ Approve Amount: \$ \_\_\_\_\_

Approval/Disapproval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

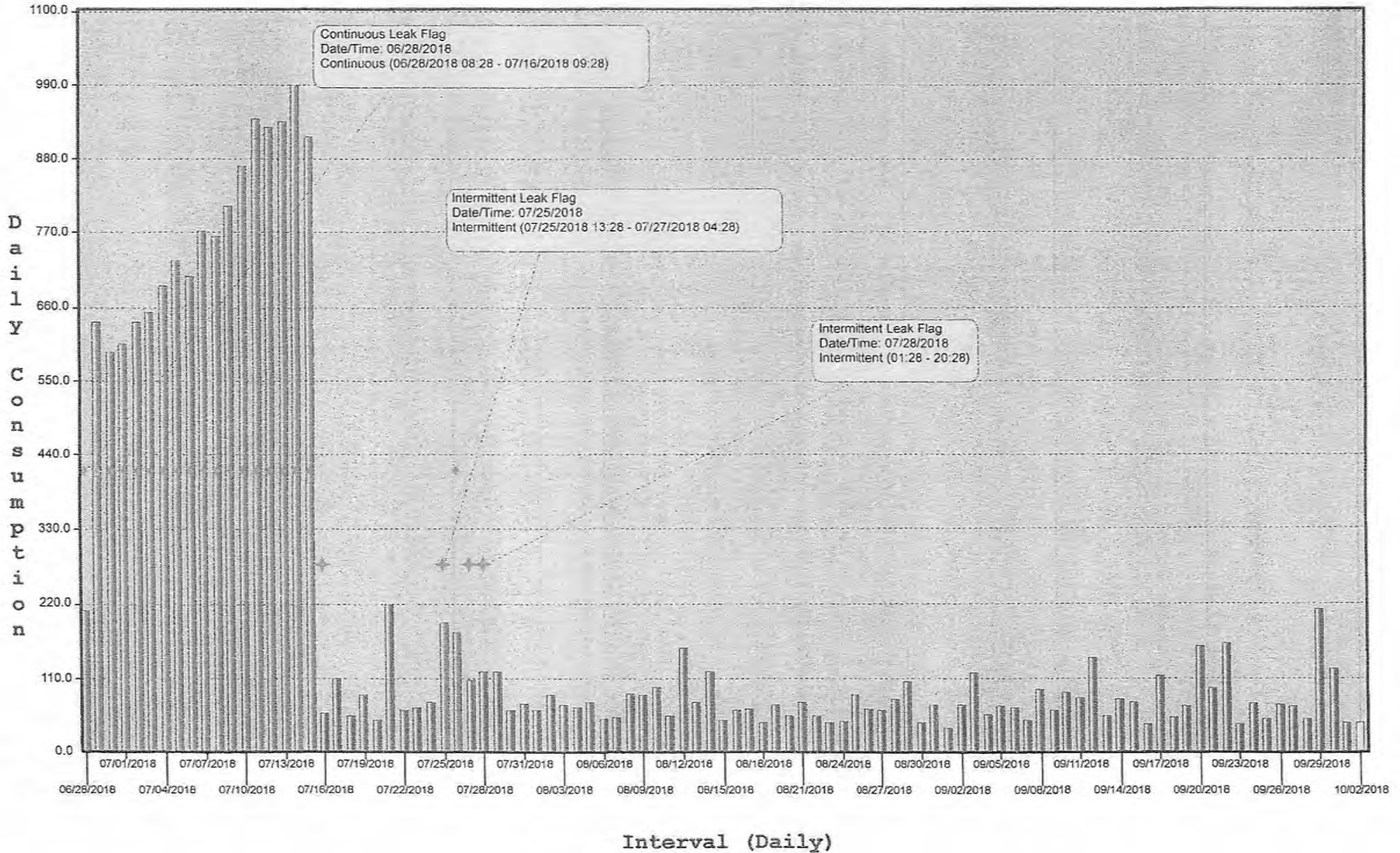
If you disagree with the decision of the Department of Public Works & the Finance Department, you may appeal to the Town of Exeter Board of Selectmen. If you wish to appeal, please sign below and return this form to the Finance Department at 10 Front Street.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

N\_SIGHT K900 Report  
E-Coder R900i Data Logging Report

MIU#: 1834777359 Acct: Unknown Mtr #: 1834777359 Addr: 22 RIVER BEND CIRCLE for 06/28/2018 through 10/02/2018, WATER, 5/8" - 1" T-10, GALLONS

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



N\_SIGHT R900 Repo.  
Data Logging Report Daily

MIU ID: 1834777359

Meter Combination: WATER, 5/8" - 1" T-10, GALLONS

Interval Date Range: 06/28/2018 - 10/02/2018

Interval Read Date	Interval Reading	Interval Consumption	Minor Backflow	Major Backflow	Intermittent Leak	Continuous Leak
06/28/2018	117038.4	210.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
06/29/2018	117504.0	637.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
06/30/2018	118259.2	592.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/01/2018	118834.3	603.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/02/2018	119496.2	637.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/03/2018	120146.8	650.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/04/2018	120243.5	659.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/05/2018	121562.1	727.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/06/2018	121812.4	754.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/07/2018	123034.0	770.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/08/2018	123462.2	762.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/09/2018	124602.3	808.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/10/2018	125286.4	866.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/11/2018	126400.0	937.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/12/2018	127326.3	924.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/13/2018	128254.6	932.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/14/2018	129242.0	985.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/15/2018	129430.6	910.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/16/2018	130247.1	57.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/17/2018	130265.1	109.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/18/2018	130410.1	53.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/19/2018	130461.9	84.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/20/2018	130542.2	47.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/21/2018	130760.3	218.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/22/2018	130823.2	62.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/23/2018	130888.9	65.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/24/2018	130891.4	73.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/25/2018	131147.7	191.5	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
07/26/2018	131241.7	177.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
07/27/2018	131432.2	107.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/28/2018	131541.4	120.3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
07/29/2018	131677.5	119.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/30/2018	131738.6	61.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07/31/2018	131807.6	71.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/01/2018	131870.9	61.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/02/2018	131871.0	84.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/03/2018	132025.3	70.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/04/2018	132065.9	66.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/05/2018	132165.2	73.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

N\_SIGHT R900 Repo.  
Data Logging Report Daily

MIU ID: 1834777359

Meter Combination: WATER, 5/8" - 1" T-10, GALLONS

Interval Date Range: 06/28/2018 - 10/02/2018

Interval Read Date	Interval Reading	Interval Consumption	Minor Backflow	Major Backflow	Intermittent Leak	Continuous Leak
08/06/2018	132208.5	49.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/07/2018	132265.3	50.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/08/2018	132349.8	86.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/09/2018	132437.0	85.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/10/2018	132531.1	96.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/11/2018	132533.4	53.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/12/2018	132741.7	155.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/13/2018	132784.3	74.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/14/2018	132935.4	119.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/15/2018	132956.1	47.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/16/2018	133043.2	62.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/17/2018	133107.2	63.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/18/2018	133152.7	43.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/19/2018	133222.6	69.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/20/2018	133222.6	54.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/21/2018	133351.8	74.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/22/2018	133368.5	53.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/23/2018	133448.0	43.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/24/2018	133469.3	44.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/25/2018	133492.4	83.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/26/2018	133640.2	64.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/27/2018	133650.3	61.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/28/2018	133779.3	77.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/29/2018	133840.9	105.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/30/2018	133925.3	42.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/31/2018	133995.8	70.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/01/2018	134034.0	36.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/02/2018	134105.1	71.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/03/2018	134105.1	117.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/04/2018	134277.5	55.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/05/2018	134313.7	67.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/06/2018	134407.5	65.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/07/2018	134434.1	47.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/08/2018	134550.0	93.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/09/2018	134603.2	60.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/10/2018	134698.2	89.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/11/2018	134779.9	79.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/12/2018	134779.9	139.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/13/2018	134970.8	53.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

N\_SIGHT R900 Repo  
Data Logging Report Daily

MIU ID: 1834777359

Meter Combination: WATER, 5/8" - 1" T-10, GALLONS

Interval Date Range: 06/28/2018 - 10/02/2018

Interval Read Date	Interval Reading	Interval Consumption	Minor Backflow	Major Backflow	Intermittent Leak	Continuous Leak
09/14/2018	135015.7	78.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/15/2018	135126.1	74.9	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/16/2018	135148.9	42.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/17/2018	135280.8	112.7	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/18/2018	135321.5	52.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/19/2018	135400.8	68.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/20/2018	135556.4	155.6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/21/2018	135556.4	95.6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/22/2018	135812.5	160.5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/23/2018	135818.8	41.4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/24/2018	135926.6	72.7	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/25/2018	135947.3	48.5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/26/2018	136045.4	70.4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/27/2018	136111.8	68.5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/28/2018	136163.8	49.8	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/29/2018	136372.0	209.3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/30/2018	136374.2	124.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/01/2018	136537.5	42.6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/02/2018	136582.9	43.2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# TOWN OF EXETER

13 NEWFIELDS ROAD • EXETER, NH 03833 • www.exeternh.org

1629583.00

## 9:00 Meter Re-read/Leak Check Form

Date: 10/1/18 Meter Tech: [Signature]

Remote Re-read only \_\_\_\_\_ Meter & Remote Re-read \_\_\_\_\_ Leak Check Yes

Owner: Abdallah Akar Address: 22 River Bend Circle

<u>Meter</u>						
Badger	M-15	M-25	M-40	M-70	M-120	Other _____
Neptune	<u>3/4"</u>	1.0"	1.5"	2.0"		Other _____

Current Meter Reading: 1629583.00 Current Remote Reading: 1629583.00

Previous Meter Reading: ~~1629~~ Previous Meter Reading: \_\_\_\_\_

Difference: \_\_\_\_\_ Difference: \_\_\_\_\_

Last Reading Date: 10/2 Days Between Readings: \_\_\_\_\_

Meter Usage GPD: \_\_\_\_\_ Remote Usage GPD: \_\_\_\_\_

Remote Reading Lead or Lag: \_\_\_\_\_ Meter Head Reading by: \_\_\_\_\_

Result of Meter Head Flow Check: Flow  No Flow \_\_\_\_\_

Check Toilets for Leaks:  Yes No # of Leaks Found: 0

Any Known water lose due to leaks or repairs? What? Yes  No

Any Increase or Change in Occupants/Service? What? Yes  No

Does Customer have a : Pool \_\_\_\_\_ Lawn Sprinkler \_\_\_\_\_ Garden \_\_\_\_\_ Other NO

Customer called on: \_\_\_\_\_ No Ans: \_\_\_\_\_ Left Message: \_\_\_\_\_  
Customer called on: \_\_\_\_\_ No Ans: \_\_\_\_\_ Left Message: \_\_\_\_\_

White: W/S Office

Yellow: Billing Office

Pink: Customer



TOWN OF EXETER  
WATER & SEWER ABATEMENT

Application Date: 1/2/2019

Meeting Date: 1/7/2019

Name: Thomas Brewitt

Address: 15 Hampton Falls Road

Property Description: Single Family Home- unoccupied and under renovation

Incident Details:

Water & Sewer contacted the property owner after noticing high usage.

The owner purchased this property on June 29, 2018 and the property has been unoccupied and is undergoing renovations.

A data download was done at the property and a leak appeared present from late August – September.

Conclusion:

Based on the documented abatement request, the Water & Sewer Department believes a leak occurred on the property. Select board policy states that in the event the source or cause of the abnormally high consumption is related to a leak due to customer negligence such as failure to maintain internal (private) plumbing fixtures in good repair, the customer shall be held responsible for the entire bill.

If the Select Board wishes to grant the one in ten year abatement for half the water & sewer usage portion above the expected usage, the calculated **abatement amount is \$ 430.06** for a **new bill total of \$440.88.**

The **sewer portion** of the bill for the excess usage would be **\$374.15** leaving **\$496.79** due for **water and service fees.**

The calculation for the **entire excess used** is **\$781.19** leaving **\$89.75** due for the **expected usage** during this billing period.

Supporting Documents Submitted:

- Data Download     Home Owner Repair Receipts     Leak Check Results     Plumber Invoice/Statement  
 Meter Test     None

Select Board Review:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved    \$ \_\_\_\_\_     Denied

SB Signature \_\_\_\_\_ SB Signature \_\_\_\_\_  
SB Signature \_\_\_\_\_ SB Signature \_\_\_\_\_  
SB Signature \_\_\_\_\_

Town of Exeter



Water/Sewer Abatement Request Form

Please Print:

Full Name: Thomas Brewitt  
Mailing Address: 14 Pine St Exeter, N.H.  
Service/Property Address: 15 Hampton Falls Rd

Today's Date: Jan 2 2019  
Account Number: 131 36 6900  
Route Number: \_\_\_\_\_  
Phone Number: 778-8439

Utility Abatement Requested for: Water \_\_\_\_\_ Sewer \_\_\_\_\_ Water & Sewer X  
Date of Bill: 11-30-2018 Billing Period from 8-20-18 to 11-19-2018 Amount of Bill: \$870.94

Owner's reason for the abatement request (Please be as specific as possible): house was under const  
con Carlos left a hose running by accident  
(no one's living this house)

Thomas Brewitt  
Signature of Applicant

Jan 2 2019  
Date

Edward Bejban  
Signature of Billing Office

01-02-19  
Date

Do not write below this line

Reviewed by: \_\_\_\_\_ Date of Review: \_\_\_\_\_  
Comments: \_\_\_\_\_

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

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

Recommendation: \_\_\_\_\_ Disapprove \_\_\_\_\_ Approve Amount: \$ \_\_\_\_\_

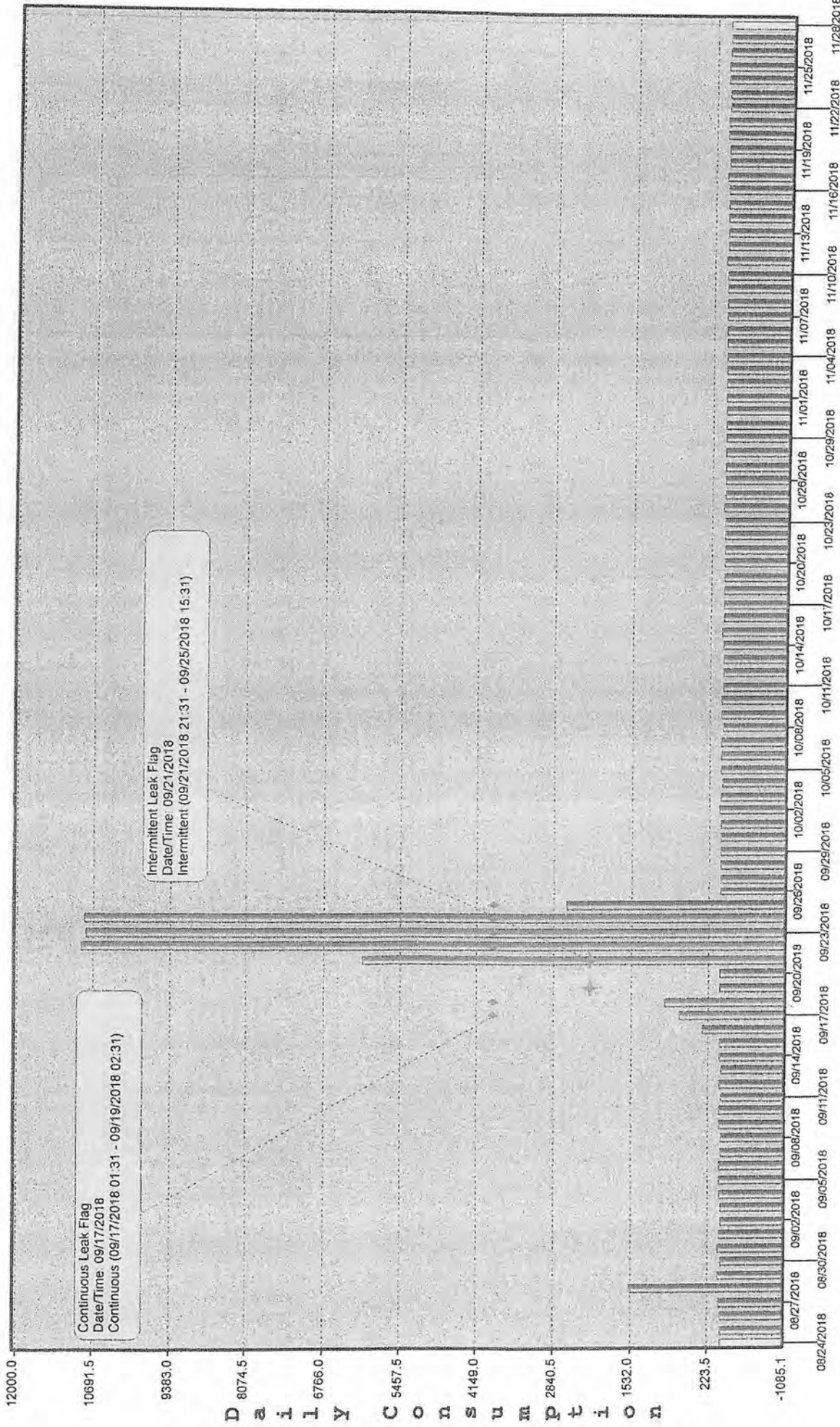
Approval/Disapproval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

N\_SIGHT 1000 Report  
E-Coder R9001 Data Logging Report  
MIU#: 1834567612 Acct: Unknown Mtr #: 1834567612 Addr: 15 HAMPTON FALLS ROAD for 08/24/2018 through 11/28/2018, WATER, 5/8" - 1" T-10, GALLONS

◆ Minor Reverse Flow Flag    ✱ Major Reverse Flow Flag    ✚ Intermittent Leak Flag    ✚ Continuous Leak Flag



Interval (Daily)

N\_SIGHT R900 Repo  
Data Logging Report Daily  
Meter Combination: WATER, 5/8" - 1" T-10, GALLONS

MIU ID: 1834567612

Interval Date Range: 08/24/2018 - 11/28/2018

Interval Read Date	Interval Reading	Interval Consumption	Minor Backflow	Major Backflow	Intermittent Leak	Continuous Leak
08/24/2018	204639.6	0.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/25/2018	204639.7	3.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/26/2018	204647.1	4.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/27/2018	204671.2	28.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/28/2018	206210.2	1534.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/29/2018	206244.1	33.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/30/2018	206244.1	0.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08/31/2018	206286.6	42.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/01/2018	206286.6	14.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/02/2018	206300.6	0.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/03/2018	206300.6	0.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/04/2018	206306.4	5.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/05/2018	206306.4	13.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/06/2018	206348.6	28.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/07/2018	206348.6	0.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/08/2018	206348.6	0.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/09/2018	206354.8	6.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/10/2018	206354.8	10.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/11/2018	206366.7	1.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/12/2018	206366.7	15.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/13/2018	206385.1	3.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/14/2018	206410.8	25.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/15/2018	206428.1	17.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/16/2018	206567.6	314.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/17/2018	207426.5	711.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/18/2018	208393.7	939.8	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
09/19/2018	208393.7	9.3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
09/20/2018	208414.3	11.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/21/2018	208414.2	6068.6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/22/2018	224865.3	10849.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
09/23/2018	230299.5	10772.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
09/24/2018	246431.4	10787.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
09/25/2018	249501.6	2609.8	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
09/26/2018	249520.4	18.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/27/2018	249537.3	16.9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/28/2018	249562.6	25.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/29/2018	249579.6	17.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09/30/2018	249579.6	16.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/01/2018	249608.1	12.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

N\_SIGHT R900 Repo  
Data Logging Report Daily

MIU ID: 1834567612

Meter Combination: WATER, 5/8" - 1" T-10, GALLONS

Interval Date Range: 08/24/2018 - 11/28/2018

Interval Read Date	Interval Reading	Interval Consumption	Minor Backflow	Major Backflow	Intermittent Leak	Continuous Leak
10/02/2018	249609.7	34.9	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/03/2018	249651.2	8.2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/04/2018	249653.0	2.6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/05/2018	249659.4	5.6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/06/2018	249683.6	24.2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/07/2018	249703.8	20.3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/08/2018	249703.9	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/09/2018	249703.9	28.9	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/10/2018	249750.6	17.8	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/11/2018	249750.6	0.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/12/2018	249750.7	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/13/2018	249750.8	1.6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/14/2018	249754.4	2.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/15/2018	249762.3	7.9	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/16/2018	249762.3	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/17/2018	249762.3	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/18/2018	249762.3	0.4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/19/2018	249762.7	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/20/2018	249762.7	2.6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/21/2018	249765.3	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/22/2018	249765.3	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/23/2018	249769.6	4.3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/24/2018	249775.2	5.6	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/25/2018	249779.9	4.7	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/26/2018	249781.4	1.5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/27/2018	249781.4	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/28/2018	249781.4	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/29/2018	249781.4	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/30/2018	249781.4	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10/31/2018	249781.4	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/01/2018	249781.4	0.2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/02/2018	249781.7	0.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/03/2018	249781.7	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/04/2018	249781.6	-0.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/05/2018	249781.7	0.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/06/2018	249781.7	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/07/2018	249781.7	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/08/2018	249781.7	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/09/2018	249781.7	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**N\_SIGHT R900 Repo.**  
**Data Logging Report Daily**  
**MIU ID: 1834567612**      **Meter Combination: WATER, 5/8" - 1" T-10, GALLONS**  
**Interval Date Range: 08/24/2018 - 11/28/2018**

Interval Read Date	Interval Reading	Interval Consumption	Minor Backflow	Major Backflow	Intermittent Leak	Continuous Leak
11/10/2018	249781.7	3.2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/11/2018	249790.7	5.8	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/12/2018	249794.6	3.9	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/13/2018	249794.8	0.2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/14/2018	249794.8	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/15/2018	249796.3	1.5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/16/2018	249796.3	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/17/2018	249796.3	20.8	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/18/2018	249817.1	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/19/2018	249817.1	5.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/20/2018	249836.1	13.9	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/21/2018	249843.2	7.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/22/2018	249843.2	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/23/2018	249848.3	5.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/24/2018	249854.5	6.2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/25/2018	249869.2	14.7	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/26/2018	249869.2	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/27/2018	249869.2	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11/28/2018	249869.2	0.0	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# TOWN OF EXETER

13 NEWFIELDS ROAD • EXETER, NH 03833 • www.exeternh.org

## Meter Re-read/Leak Check Form

Date: 11/28/18 <sup>10:00</sup> Meter Tech: Ed. Bugbee

Remote Re-read only \_\_\_\_\_ Meter & Remote Re-read \_\_\_\_\_ Leak Check

Owner: Thomas Brewitt Address: 15 Haydon Falls Rd

Meter Badger Neptune	<u>M-15</u> 3/4"	M-25 1.0"	M-40 1.5"	M-70 2.0"	M-120 _____	Other _____
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Current Meter Reading: \_\_\_\_\_  
 Previous Meter Reading: \_\_\_\_\_  
 Difference: \_\_\_\_\_  
 Last Reading Date: \_\_\_\_\_  
 Meter Usage GPD: \_\_\_\_\_  
 Remote Reading Lead or Lag: \_\_\_\_\_

Current Remote Reading: 249,872 (11-28-18)  
 Previous Meter Reading: 249,810 (11-19-18)  
 Difference: 62  
 Days Between Readings: 9  
 Remote Usage GPD: 6.9 gpd  
 Meter Head Reading by: Visual

Result of Meter Head Flow Check: Flow 0.00 gpd No Flow \_\_\_\_\_

Check Toilets for Leaks: (3) Yes No # of Leaks Found: 1 *See leaks on toilet in vestibule*

Any Known water lose due to leaks or repairs? What? Yes No  
Maybe contractor left hose "running", Mr. Brewitt would like an abatement form & Graphing of Data Download.

Any Increase or Change in Occupants/Service? What? Yes No  
Contractors working

Does Customer have a : Pool Lawn Sprinkler Garden Other

Customer called on: \_\_\_\_\_ No Ans: \_\_\_\_\_ Left Message: \_\_\_\_\_  
Customer called on: \_\_\_\_\_ No Ans: \_\_\_\_\_ Left Message: \_\_\_\_\_

## Permits And Approvals

8



  
**EXETER RIVER**

**NH Protected River**







# PROTECTED RIVER SIGN REQUEST (RIVERS WITHIN STATE RIGHT-OF-WAYS)

## New Hampshire Rivers Management and Protection Program



**RSA/Rule:** RSA 483

New Hampshire’s 19 designated rivers are recognized by the United States Congress, the New Hampshire General Court, and their local municipalities as significant resources. As a result of a Memorandum of Agreement (MOA), the New Hampshire Departments of Transportation (DOT) and Environmental Services (NHDES) created signs that may be installed within state right-of-ways. These signs identify New Hampshire’s Designated Rivers, signifying a designated river’s importance to the state’s natural and cultural heritage.

### Sign Locations

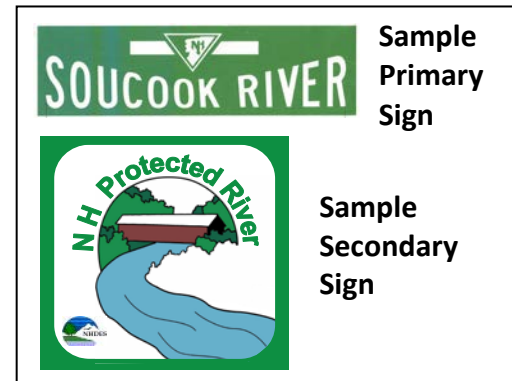
The signs can be erected on state highways other than interstate highways, divided portions of the New Hampshire turnpike system, and limited access highways. The signs will be placed within the state’s right-of-way at bridge crossings of the designated river by the town/city or an appropriate contractor. Approval for sign installations must be received before a sign is installed. To obtain approval, fill out the form on the next page and submit it to NHDES. NHDES will submit the application to DOT. Once approved, NHDES will place the order with the New Hampshire Department of Corrections (DOC) Sign Shop. One form must be submitted for each location.

### Sign Measurement

The primary sign is 30 inches long and 12 inches high. The secondary sign is 24 inches square. The signs will be mounted on a steel U-post or other posts that meet the requirements of the MOA, and as depicted in the adjacent graphic.

### Estimated Cost

The Local Advisory Committee is responsible for securing funding to cover all costs associated with the production, approval and installation of the signs.



Upon approval by NHDES, Rivers Management and Protection Program staff will place the order with the DOC Sign Shop. Sign costs may vary depending on the size of the order, and do not include delivery.

**Estimated cost: Primary sign (\$32) + Secondary sign (\$29) + Sign post (\$21) = \$82**

Please note that it is expected that most locations will require two sets of signs, one facing traffic on either side of the road. Therefore, the cost for two sets of signs is \$164. Hardware is not provided. Sign orders will be available for pick-up at the DOC Sign Shop, or can be shipped.

**Questions? Contact Mariah Mitchell, Rivers and Lakes Programs Assistant, at (603) 271-1522 or [mariah.mitchell@des.nh.gov](mailto:mariah.mitchell@des.nh.gov).**

(603) 271-2959 [riversprogram@des.nh.gov](mailto:riversprogram@des.nh.gov)  
PO Box 95, Concord, NH 03302-0095  
[www.des.nh.gov](http://www.des.nh.gov)



## PROTECTED RIVER SIGN REQUEST (RIVERS WITHIN STATE RIGHT-OF-WAYS)



### Installation Permission Form

Please fill out the information below, attach a site map or aerial photo of the proposed sign location, and return the signed form to the NHDES Rivers Program. Use one form for each sign location, though a single form may be used for two signs facing traffic on either side of the road at a single river crossing, if the signs are located in the same municipality.

#### Billing Information

Name:		Daytime Phone:	
Street Address:			
Town:	State:	ZIP Code:	
Email:	Is this the shipping address? <input type="checkbox"/> Yes <input type="checkbox"/> No		

#### Sign Location Information

River Name:	Bridge Name (if known):
Street Name:	Town:
Description of sign location, including distances from pavement edge, existing infrastructure and nearby signs:	
<input type="checkbox"/> Attach a map or aerial photo of the proposed sign location(s). The map must include the designated river, the name of the town, the route number or road name, the bridge and the proposed sign installation location.	

#### Sign Order

# Primary Signs:	Primary Sign Text:		
# Secondary Signs:	# Sign Posts:	<input type="checkbox"/> Ship Order <input type="checkbox"/> Pick Up Order	

#### Installation Approval

Elected or Authorized Municipal Official:	Town:
Signature:	Date:
Director of Department of Public Works:	Town:
Signature:	Date:
Chair of Local Advisory Committee:	River:
Signature:	Date:

**Return form to:** Rivers Management and Protection Program, NHDES, PO Box 95, Concord, NH 03302-0095; Fax: (603) 271-7894; Email: [riversprogram@des.nh.gov](mailto:riversprogram@des.nh.gov).

(603) 271-2959 [riversprogram@des.nh.gov](mailto:riversprogram@des.nh.gov)  
 PO Box 95, Concord, NH 03302-0095  
[www.des.nh.gov](http://www.des.nh.gov)



Town of Exeter, NH  
 10 Front Street  
 Exeter, NH 03833  
 Phone: 603-778-0591 Email: sriffle@exeternh.gov

**Road Race/Walkathon 807.3**

This permit application is to be submitted to the Town Office with a clearly marked map of the route of your event along with your Certificate of Insurance. Your permit will be forwarded to the Police Chief for approval, then be to the Select Board for approval. Please be sure to submit your paperwork to allow time for this process.

**Certificate of Insurance requirement:** General Liability/Bodily Injury/Property Damage (combined) \$300,000-\$1,000,000 with additional personal injury of \$300,000 and the Town of Exeter must be listed as an additional insured.

**Representative Information:**

Name: Kiira Harvey Address: 20 Chestnut St N4  
 Town/State/Zip: Exeter NH 03833 Phone: 603-235-7920  
 Email: kiira.harvey@gmail.com

**Organization Information:**

Name: Exeter Elementary PTO Get Fit in May 5! Address: 25 Lincoln St  
 Town/State/Zip: Exeter NH 03833 Phone: 775-8859  
 Describe Activity: 5K road race  
 Date of Activity: ~~603-775-8859~~ 5/18/19 Start Time of Activity: 9 End Time of Activity: 11

[Signature] 12/2/18  
 Signature Date

**MARKING THE ROAD AND/OR SIDEWALK WITH PAINT, TAPE, ETC. IS PROHIBITED. YOU ARE RESPONSIBLE FOR PICKING UP ANY SIGNS AND/OR LITTER AFTER THE EVENT.**

This permit is issued to the representative/organization listed on this permit for the purpose indicated on this permit. This permit shall be valid for said representative/organization only during the time and dates indicated on this permit.

Police Chief Approval: [Signature] 12/11/18  
 Date

As authorized by the Select Board/Designee: \_\_\_\_\_ Date \_\_\_\_\_

**Town of Exeter Ordinance: 807.3 Competitive Races:** No person shall conduct or participate in any competitive race using a public way unless such race is sponsored by a recognized organization and prior written approval of the Select Board is granted. The Town may require insurance, police coverage and other measures to insure the safety and protection of the public.

# CERTIFICATE OF INSURANCE

PRINT DATE: 12/4/2018

CERTIFICATE NUMBER: 20181121668254

**AGENCY:**

Integro USA Inc.  
d/b/a Integro Insurance Brokers  
2727 Paces Ferry Road, Building Two, Suite 1500  
Atlanta, GA 30339  
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**NAMED INSURED:**

USA Track & Field, Inc. Exeter Elementary PTO  
130 East Washington Street, Suite 800  
Indianapolis IN 46204

**INSURERS AFFORDING COVERAGE:**

INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058  
INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058

**EVENT INFORMATION:**

Get Fit in May 5 K (5/18/2019 - 5/19/2019)

**POLICY/COVERAGE INFORMATION:**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	PHPK1899025	11/1/2018 12:01 AM	11/1/2019 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$3,000,000
	<input checked="" type="checkbox"/> Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$3,000,000
B	UMBRELLA/EXCESS LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	PHUB652176	11/1/2018 12:01 AM	11/1/2019 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE (Applies Per Event) \$10,000,000

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:**

Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

The certificate holder is an additional insured per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)

The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01)

The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).

Excess policy follows form of underlying General Liability.

**CERTIFICATE HOLDER:**

Town Of Exeter NH  
10 Front St  
Exeter NH 03833

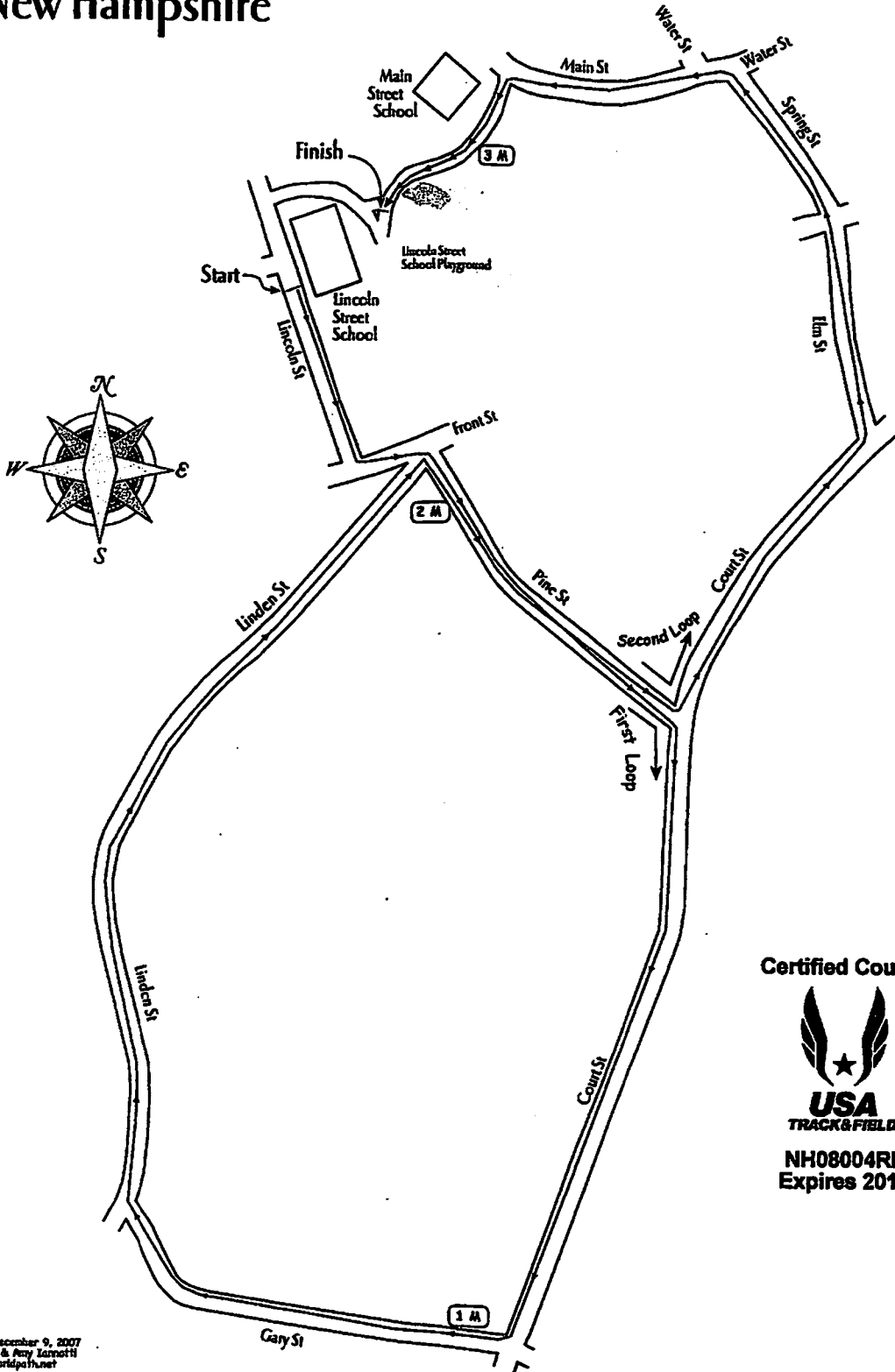
**NOTICE OF CANCELLATION:**

Should any of the above described policies be cancelled, before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

**AUTHORIZED REPRESENTATIVE:**

# Exeter PTO 5K

Exeter, New Hampshire



Certified Course



**USA**  
TRACK & FIELD™

NH08004RF  
Expires 2018

Measured by: December 9, 2007  
Ron Fitzpatrick & Amy Jarrold  
email: rjfits@worldpath.net

December 10, 2018

Sheri Riffle  
Town of Exeter  
10 Front St.  
Exeter, NH 03833

Dear Sheri:

The 10<sup>th</sup> annual American Lung Association Cycle the Seacoast ride is scheduled for Sunday, May 5<sup>th</sup>, 2019. With close to 400 cyclists expected we are looking forward to a very exciting day.

The first riders will be leaving Cisco Brewers Portsmouth at 7:00 a.m. and the last rider will be in around 3:30 p.m. The route is being worked on but we anticipate it to remain the same as it was in 2018. I've included the 2018 route map with your town highlighted. If the final maps have any changes, I will be sure to forward a copy to you as soon as they're printed.

We will be supplying our own safety and first aid volunteers with the assistance of the Port City Amateur Radio Club. Enclosed is a copy of our insurance coverage where you are listed as an additional insured.

Please let me know if you have any suggestions for police support along the route. In 2018 we had one officer before the turn onto the Hampton Rd. I am happy to answer questions or discuss anything else that might come up. Please do not hesitate to email me: [Melissa.Walden@Lung.org](mailto:Melissa.Walden@Lung.org) or call 207-624-0306. We look forward to another safe and successful year. Thank you.

Sincerely,

Melissa Walden  
Development Manager, American Lung Association



Town of Exeter, NH  
 10 Front Street  
 Exeter, NH 03833  
 Phone: 603-778-0591 Email: sriffle@exeternh.gov

**Road Race/Walkathon 807.3**

This permit application is to be submitted to the Town Office with a **clearly marked map of the route** of your event along with your Certificate of Insurance. Your permit will be forwarded to the Police Chief for approval, then be to the Select Board for approval. Please be sure to submit your paperwork to allow time for this process.

**Certificate of Insurance requirement:** General Liability/Bodily Injury/Property Damage (combined) \$300,000-\$1,000,000 with additional personal injury of \$300,000 and the Town of Exeter must be listed as an additional insured.

**Representative Information:**

Name: Melissa Walden Address: 122 State St.  
 Town/State/Zip: Augusta, ME 04330 Phone: 207-624-0306  
 Email: Melissa.Walden@lung.org

**Organization Information:**

Name: American Lung Association Address: 122 State St.  
 Town/State/Zip: Augusta, ME 04330 Phone: 207-624-0306  
 Describe Activity: Cycling fundraising event (non-competitive)  
 Date of Activity: 5/5/19 Start Time of Activity: 7am End Time of Activity: 3pm  
 Signature: Melissa Walden Date: 9/27/18

**MARKING THE ROAD AND/OR SIDEWALK WITH PAINT, TAPE, ETC. IS PROHIBITED. YOU ARE RESPONSIBLE FOR PICKING UP ANY SIGNS AND/OR LITTER AFTER THE EVENT.**

This permit is issued to the representative/organization listed on this permit for the purpose indicated on this permit. This permit shall be valid for said representative/organization only during the time and dates indicated on this permit.

Police Chief Approval: [Signature] 12/18/18  
 Date

As authorized by the Select Board/Designee: \_\_\_\_\_ Date \_\_\_\_\_

**Town of Exeter Ordinance: 807.3 Competitive Races:** No person shall conduct or participate in any competitive race using a public way unless such race is sponsored by a recognized organization and prior written approval of the Select Board is granted. The Town may require insurance, police coverage and other measures to insure the safety and protection of the public.



1.4	Cross Rt 1	22.0	Straight Arrow	North Hampton
0.6	Police located at crooked intersection of Hobbs and Atlantic	22.6		North Hampton
0.1		22.7	Rest Stop sign with Right Arrow	North Hampton
0.0	<b>REST STOP - N Hampton Town Green</b>	22.7		North Hampton
0.0	Exit left from rest stop, on Rt 111 W	22.7	Left Arrow	North Hampton
0.2	Bear Right onto NH 111/Exeter Rd	22.9	Right Arrow	North Hampton
2.3	Important Sign - prior to Rt 101 onramp	25.2	Straight Arrow	Exeter
0.0	Important Sign - 50' up onramp	25.2	Stop - Wrong Way	Exeter
0.4	Right onto Hampton Rd	25.6	2 Right Arrows	Exeter
2.5	Straight at traffic light	28.1	Straight Arrow	Exeter
0.3	Continue on Water St	28.4	Straight Arrow	Exeter
0.2	Bear left to stay on Main St	28.6	Straight Arrow	Exeter
0.4		29.0	Caution - Railroad Tracks	Exeter
0.1	Left onto Winter St	29.1	Left Arrow	Exeter
0.2	Bear Right	29.3	Right Arrow	Exeter
0.1	Continue onto Front St	29.4	Straight Arrow	Exeter
1.5	Right onto Pickpocket Rd	30.9	Right Arrow	Exeter
2.5	Left onto Rt 111A/Middle St	33.4	Left Arrow	Brentwood
0.4	Right onto Deer Hill Rd	33.8	Right Arrow	Brentwood
1.7	Left onto North Rd	35.5	Left Arrow	Brentwood
1.9	Cross Rt 125	37.4	Straight Arrow	Brentwood
2.3	Left onto Beede Hill Rd	39.7	Left Arrow	Fremont
2.0	Left onto Rt 107/Main St	41.7	Left Arrow	Fremont
0.0	<b>REST STOP - Fremont Safety Complex</b>	41.7	Rest Stop sign	Fremont
0.0	Left out of Rest Stop onto Rt 107	41.7	Left Arrow	Fremont
0.7	Left onto Sandown Rd	42.4	2 Left Arrows 1 Wrong Way	Fremont
2.4	At crossing of North Rd	44.8	Straight Arrow	Sandown
1.5	Straight on Fremont @ Sargent	46.3	Straight Arrow	Sandown
1.5	Bear Left onto Rt 121A	47.8	Left Arrow	Sandown
0.1	Bear Right onto Hampstead Rd	47.9	Right Arrow	Sandown



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/31/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

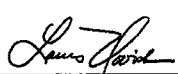
<b>PRODUCER</b> The Novick Group One Church Street Suite 400 Rockville MD 20850	<b>CONTACT NAME:</b> Ruth Spaid <b>PHONE (A/C, No, Ext):</b> (301) 795-6600 <b>E-MAIL ADDRESS:</b> rspaid@novickgroup.com	<b>FAX (A/C, No):</b> (301) 795-6610
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> American Lung Association 55 W. Wacker Drive Suite 1150 Chicago IL 60601	<b>INSURER A:</b> Philadelphia Indemnity	<b>NAIC #</b> 18058
	<b>INSURER B:</b> Chubb	20281
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** GL, AU, WC, UMB                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		Y	PHPK1846025	07/01/2018	07/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/>			PHPK1846025	07/01/2018	07/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB637309	07/01/2018	07/01/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	7175-1644	07/01/2018	07/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
The Town of Exeter is an Additional Insured with respect to claims arising out of the operations of the Named Insured at Cycle the Seacoast on 05/05/19.

<b>CERTIFICATE HOLDER</b>  Town of Exeter 10 Front Street  Exeter NH 03833	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  

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**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: 2nd Annual Deck The Walls Holiday Art Show 2019 Location: Town Hall Art Gallery

Date(s) of Event: Nov 8 - Dec 22 2019 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Event Representative Sponsor's Name: TEAM / Sharon Marston / Scott Ruffner

Address: 111R Water Street

Town: Exeter State: NH Zip: 03833

Phone: 603-512-8396 Email: TownExeterArtsMusic@gmail.com

No. of Volunteers/Workers per Day: 1 - 2 # Anticipated Spectators: 20-100 per day

List Vendor(s) Names: \_\_\_\_\_  
\_\_\_\_\_

Describe (in detail) the proposed event: The 2nd Annual "Deck The Walls" Holiday art show will feature local artists, and also help compliment and promote all of the "Ring In The Season" and Holiday programming in downtown Exeter. TEAM will be collaborating with EXTV once again to help promote their studio during this show and encourage more Exeter citizens, artists and small business owners to create public access content. The show will be open to the public every Thurs, Fri, Sat, Sun.

~~The gallery will also be open for both the Pine St Players production in mid November and the Prescott Park production in December. This annual show is similar in length and structure to annual shows in place by the Seacoast Artist Association and NH Photographic Artists.~~

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

Plywood (2 weeks) or  Poster (1 week) Signboard Dates: Nov 11 - Nov 24

A-Frame Quantity and Dates \_\_\_\_\_

# Parking Spaces: \_\_\_\_\_ Street(s) to be blocked: \_\_\_\_\_

If Applicable:

Alcohol Service? (see separate form):  Yes  No

Has Permit been approved?:  Yes  No

Tech/AV Services needed:  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 \_\_\_\_\_
- 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.
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: Sharon Marston DATE: 11/28/2019


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: Sharon Marston DATE: 11/28/2019

APPLICANT SIGNATURE: 

**Town Review Staff Comments**

Police Chief (or designee):  No Comments

Comments: with [Signature]

Signature: [Signature] Date: 11/29/18

Fire Chief (or designee):  No Comments

Comments: why are we doing this so early?

Signature: [Signature] Date: \_\_\_\_\_

Health Officer:  No Comments

Comments: \_\_\_\_\_

Signature: [Signature] Date: 11/30/18

Parks/Recreation:  No Comments

Comments: \_\_\_\_\_

Signature: [Signature] Date: 12/6/18

Public Works:  No Comments

Comments: \_\_\_\_\_

Signature: [Signature] Date: 12-7-18

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  
EVENT APPLICATION**

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

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

Name of Event: Exeter LitFest (first annual) Location: Town Hall/Gallery/other

Date(s) of Event: April 5 and 5 Start Time: 5pm End Time: 6pm

Event Representative Name: Renay Allen Hitzrot see exeterlitfest.com

Address: 185 High St

Town: Exeter State: NH Zip: 03833

Phone: 6037780924 Email: rmallenNH@gmail.com

No. of Volunteers/Workers per Day: 12? # Anticipated Spectators: ??

List Vendor(s) Names: \_\_\_\_\_

Describe (in detail) the proposed event: Two-day event to celebrate Exeter's homegrown authors. PROPOSED: Kick-off Fri night in gallery with lit-themed costume/cosplay event feat. Joe Hill. Lit-inspired local art in gallery. Sat morn book group in gallery "Breakfast with Owen Meany". Sat morn keynote in town hall: Dan Brown. All day author talks Water St Books ( Lisa Bunker), A Picture's Worth 1k Words ( Brendan Dubois), Public Library ( children's programming). Lecture on historical figures Tabitha Tenney at A Picture's Worth by Gretchen McBride, and on James Monroe Whitfield in town hall by Renay Allen and EHS students w/ public reading of Whitfield poem. 7pm finale at Word Barn.

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

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

EXT V Tech/AV Services needed

Blocking Off Road(s) \_\_\_\_\_

Signboard: Plywood (2 weeks)  or  Poster (1 week)  Dates: we have this already

A-Frame Quantity, Dates, Location: \_\_\_\_\_

# Parking Spaces: \_\_\_\_\_ Location: \_\_\_\_\_

## 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.

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PRINT NAME: Renay Allen-Hitzrot DATE: 11/20/18

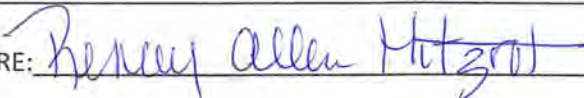
APPLICANT SIGNATURE: 

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PRINT NAME: Renay Allen-Hitzrot DATE: 11/20/18

APPLICANT SIGNATURE: 

**Town Review Staff Comments**

Police Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature: *William [unclear]* Date: 11/28/18

Fire Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature: *D. Conner* Date: 11-29-18

Health Officer:  No Comments

Comments: \_\_\_\_\_

Signature: *Jan [unclear]* Date: 11/29/18

Parks/Recreation:  No Comments

Comments: \_\_\_\_\_

Signature: *Greg Bussen* Date: 12/4/18

Public Works:  No Comments

Comments: \_\_\_\_\_

Signature: *[unclear]* Date: 12-7-18

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 #: \_\_\_\_\_



# Application for Use of Art Gallery

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

Fax #: 603-777-1514 email: [sriffle@exeternh.gov](mailto:sriffle@exeternh.gov)

Use Request:  Art Gallery  Back Room

### Representative:

Name: Karen Desrosiers Address: 41 Washington Street

Town/State/Zip: Exeter NH 03833 Phone: 580-2066

Email: kdesrosiers@ttlc.net

### Organization:

Name: Community Arts Initiative of SAA Address: 130 Water Street

Town/State/Zip: Exeter, NH 03833 Phone: 778-8856

### Reservation Details:

Type of Event/Meeting: Community Visual Arts Exhibit Date: Dec. 1-22, 2019

Start Time: See Attached End Time: \_\_\_\_\_

Will food/beverages be served?  Yes  No

Tech/ AV Services Needed:  Yes  No Details \_\_\_\_\_

### Requirements:

**Cleaning Deposit:** A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user.

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

**Rental Fee:** Must be paid at the time of application submission.

**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](mailto:aswanson@exeternh.gov) to coordinate.

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

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

Applicant signature:  Date: 12/10/18

Authorized by the Select Board/Designee: \_\_\_\_\_ Date: \_\_\_\_\_

### Town Use Only:

Liability Insurance:  On file  in-process  Fee: Paid Fee Amount Received:

**TOWN OF EXETER, NH  
EVENT APPLICATION**

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

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For information or questions concerning the application call 603-778-6102 or email [communitypermits@exeternh.gov](mailto:communitypermits@exeternh.gov).

Name of Event: Community Arts Initiative - Holiday Show Location: Town Hall Gallery

Date(s) of Event: Dec. 1-22, 2019 Start Time: Attached End Time: \_\_\_\_\_

Event Representative Name: Karen Desrosiers

Address: SAA, 130 Water Street

Town: Exeter State: NH Zip: 03833

Phone: 778-8856 Email: kdesrosiers@ttlc.net

No. of Volunteers/Workers per Day: 2 # Anticipated Spectators: 50 per day

List Vendor(s) Names: \_\_\_\_\_

Describe (in detail) the proposed event: Community visual arts exhibit, open to all artists, without exception, to be hung and displayed in the Exeter Town Hall 2nd floor Gallery for the duration of the show dates. There will be a reception on the first Friday evening, with simple foods (not for sale), and then the exhibit will be open Saturdays and Sundays for the remainder of the show.

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

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

EXT V Tech/AV Services needed

Blocking Off Road(s) \_\_\_\_\_

Signboard: Plywood (2 weeks)  or Poster (1 week)  Dates: \_\_\_\_\_

A-Frame Quantity, Dates, Location: \_\_\_\_\_

# Parking Spaces: \_\_\_\_\_ Location: \_\_\_\_\_

## Event check list

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

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- Animals at the event. If so, describe \_\_\_\_\_
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- Selling/serving liquor [Application](#)
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PRINT NAME: Karen Desrosiers DATE: 12/10/18

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.

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PRINT NAME: Karen Desrosiers DATE: 12/10/18

APPLICANT SIGNATURE: 

**Town Review Staff Comments**


Police Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12/14/18

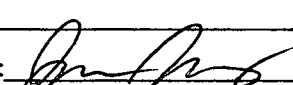
Fire Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12-18-18

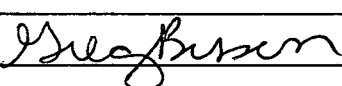
Health Officer:  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12/18/18

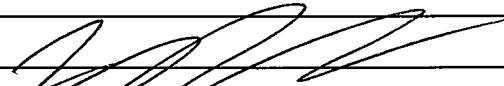
Parks/Recreation:  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12/18/18

Public Works:  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12-19-18

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 #: \_\_\_\_\_

## **Event Description**

This event is a community visual arts exhibit. Participation in the exhibit will be open to all seacoast area visual artists, without exception. The exhibit will be open to the public during designated times. Representatives of the Seacoast Artists Association will be responsible for the exhibit and gallery, and volunteers will be available in the gallery during all open times.

## **Required Supplemental Information**

1. **Certificate of Insurance:** Seacoast Artist Association current certificate is on file with the Town.
2. **Site Plan:** The only Town property used will be the gallery on the 2<sup>nd</sup> floor of the Town Hall. The gallery will be organized appropriately with the existing display systems. The exact layout of display panels and pedestals will be determined based on the artwork that is submitted for the show.
3. **Security/Crowd Control:** There is no expected need for a detail police officer.
4. **Traffic Control/Parking Plan:** Traffic and parking is not expected to be more than normal traffic for downtown and there is no expected need to control traffic.
5. **Fire Emergency Plan:** The maximum number of attendees at one time will be during the reception and is expected to be no more than 60 people. The remainder of the time, it is expected that attendees will come-and-go and there will be no more than a dozen at a time.
6. **Ambulance/Medical Service Plan:** No onsite medical service or ambulance will be needed.
7. **Ticket Distribution Plan:** The exhibit will be open to the public free-of-charge, with no ticketing required.
8. **Sanitary Facilities Plan:** No additional plan or services will be needed beyond use of the public facilities in the Exeter Town Hall, on the 2<sup>nd</sup> floor and in the basement.
9. **Food Service Plan:** Light foods will be available during the opening reception only. It will be provided by the SAA and volunteers, free-of-charge, and will not be sold. There will be no food preparation or food vendors.
10. **Special Duty Service Fees:** No special duty service is required.



**Expected Schedule**  
**Community Arts Initiative of SAA**  
**Holiday Show**  
**December 1 – 22, 2019**

Dec. 1		Arrange gallery and prepare (not open to the public)
Dec. 3	3-7	Artist drop off and hanging
Dec. 5	11-8	Exhibit open to the public in conjunction with Festival of Trees
Dec. 6	4-7	Reception with light foods (at no charge)
Dec. 7	12-4	Exhibit open to the public
Dec. 8	12-4	Exhibit open to the public
Dec. 14	12-4	Exhibit open to the public
Dec. 15	12-4	Exhibit open to the public
Dec. 21	12-4	Exhibit open to the public
Dec. 22	12-2	Exhibit open to the public
	2-5	Artist pick up

DEC 11 2018

**TOWN OF EXETER, NH  
EVENT APPLICATION**

*Received*

**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](mailto:communitypermits@exeternh.gov).

Name of Event: Community Arts Initiative - Spring Show Location: Town Hall Gallery

Date(s) of Event: April 9-21 Start Time: Attached End Time: \_\_\_\_\_

Event Representative Name: Karen Desrosiers

Address: SAA, 130 Water Street

Town: Exeter State: NH Zip: 03833

Phone: 778-8856 Email: kdesrosiers@ttlc.net

No. of Volunteers/Workers per Day: 2 # Anticipated Spectators: 50 per day

List Vendor(s) Names: \_\_\_\_\_

Describe (in detail) the proposed event: Community visual arts exhibit, open to all artists, without exception, to be hung and displayed in the Exeter Town Hall 2nd floor Gallery for the duration of the show dates. There will be a reception on the first Friday evening, with simple foods (not for sale), and then the exhibit will be open Saturdays and Sundays for the remainder of the show.

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

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

EXTV Tech/AV Services needed

Blocking Off Road(s) \_\_\_\_\_

Signboard: Plywood (2 weeks)  or  Poster (1 week)  Dates: \_\_\_\_\_

A-Frame Quantity, Dates, Location: \_\_\_\_\_

# Parking Spaces: \_\_\_\_\_ Location: \_\_\_\_\_

## 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.

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: Karen Desrosiers DATE: 12/10/10

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.

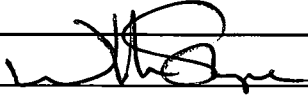
PRINT NAME: Karen Desrosiers DATE: 12/10/10

APPLICANT SIGNATURE: 

**Town Review Staff Comments**

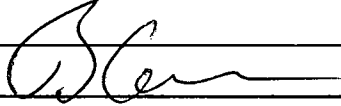
Police Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12/14/18

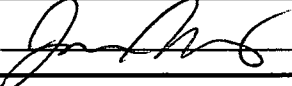
Fire Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12-15-18

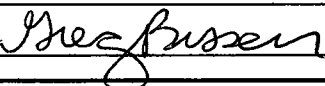
Health Officer:  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12/18/18

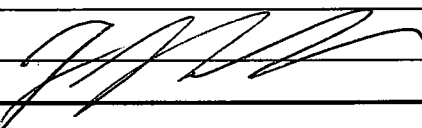
Parks/Recreation:  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12/18/18

Public Works:  No Comments

Comments: \_\_\_\_\_

Signature:  Date: 12-19-18

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 #: \_\_\_\_\_

**Subject:** Re: Spring photo show  
**From:** John Hauschildt <johnhauschildt@outlook.com>  
**Date:** 12/8/2018, 12:23 PM  
**To:** Karen Desrosiers <kdesrosiers@ttlc.net>

Absolutely! We only care about May, and are happy to give SAA whatever they need in April.

Let me know if I need to do anything to help you out with the Town.

Regards,

John

---

**From:** Karen Desrosiers <kdesrosiers@ttlc.net>  
**Sent:** Saturday, December 8, 2018 12:14:21 PM  
**To:** John Hauschildt  
**Subject:** Spring photo show

Hi John - It feels like it's been a long time. Hope all is well.

I'm touching base because I note in the town's documentation that they have the Photo Show starting on April 18, 2019 in the gallery. The SAA is looking at starting a community arts initiative and would like to have a community art exhibit in April 2019. I am going to chair the show for them and apply to use the gallery. I know that in the past you expressed that you might be flexible on your dates as long as the photographers have 1st Friday, and I'm wondering if that would still be possible. Ideally, we would love to have the community show for 3 weeks, through April 21st. Before I do the application, I was wondering if you would be willing to change to have the gallery starting the 22nd? If not, I understand, and we will aim for 2 weeks instead of 3.

Thanks much, Karen

--

## **Event Description**

This event is a community visual arts exhibit. Participation in the exhibit will be open to all seacoast area visual artists, without exception. The exhibit will be open to the public during designated times. Representatives of the Seacoast Artists Association will be responsible for the exhibit and gallery, and volunteers will be available in the gallery during all open times.

## **Required Supplemental Information**

1. **Certificate of Insurance:** Seacoast Artist Association current certificate is on file with the Town.
2. **Site Plan:** The only Town property used will be the gallery on the 2<sup>nd</sup> floor of the Town Hall. The gallery will be organized appropriately with the existing display systems. The exact layout of display panels and pedestals will be determined based on the artwork that is submitted for the show.
3. **Security/Crowd Control:** There is no expected need for a detail police officer.
4. **Traffic Control/Parking Plan:** Traffic and parking is not expected to be more than normal traffic for downtown and there is no expected need to control traffic.
5. **Fire Emergency Plan:** The maximum number of attendees at one time will be during the reception and is expected to be no more than 60 people. The remainder of the time, it is expected that attendees will come-and-go and there will be no more than a dozen at a time.
6. **Ambulance/Medical Service Plan:** No onsite medical service or ambulance will be needed.
7. **Ticket Distribution Plan:** The exhibit will be open to the public free-of-charge, with no ticketing required.
8. **Sanitary Facilities Plan:** No additional plan or services will be needed beyond use of the public facilities in the Exeter Town Hall, on the 2<sup>nd</sup> floor and in the basement.
9. **Food Service Plan:** Light foods will be available during the opening reception only. It will be provided by the SAA and volunteers, free-of-charge, and will not be sold. There will be no food preparation or food vendors.
10. **Special Duty Service Fees:** No special duty service is required.

**Expected Schedule  
Community Arts Initiative of SAA  
Spring Show  
April 9 – 21, 2019**

April 9	3-7	Artist drop off and hanging
April 12	4-7	Reception with light foods (at no charge)
April 13	12-4	Exhibit open to the public
April 14	12-4	Exhibit open to the public
April 20	12-4	Exhibit open to the public
April 21	12-3	Exhibit open to the public
	3-5	Artist pick up



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: Acorn School Bake Sale Location: Exeter Town Hall

Date(s) of Event: Friday, Feb. 8, 2018 Start Time: 9 AM End Time: 2 PM

Event Representative Name: Susan Bendroth

Address: 69 1/2 Park St.

Town: Exeter State: NH Zip: 03833

Phone: 603-686-1256 Email: sue@acornschoollnh.com

No. of Volunteers/Workers per Day: 5-7 # Anticipated Spectators: \_\_\_\_\_

List Vendor(s) Names: ACORN SCHOOL

Describe (in detail) the proposed event: Scholarship Fund Bake Sale + raffle for non-profit Acorn School. Selling home-made baked goods - with a Valentine's Day theme. One day event.

Volunteers will arrive at 8am to set up + clean up will be completed by 3pm.

\* Left-over baked goods are bought by Exeter Rec. dept. for their dance that same evening.

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

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

EXT V Tech/AV Services needed

Blocking Off Road(s) \_\_\_\_\_

Signboard: Plywood (2 weeks)  or  Poster (1 week)  Dates: \_\_\_\_\_

A-Frame Quantity, Dates, Location: \_\_\_\_\_

# Parking Spaces: \_\_\_\_\_ Location: \_\_\_\_\_

## 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.

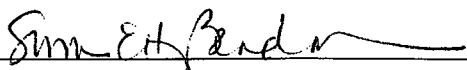
8. **Sanitary Facilities Plan:** A plan appropriate for the number of attendees, which will include information relative to portable toilet facilities, trash containers, and a provision that the property and surrounding areas and roadways shall be cleared of all debris within 12 hours following the event.
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: Susan Bendroth DATE: 12/4/18


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: Susan Bendroth DATE: 12/4/18

APPLICANT SIGNATURE: 

Town Review Staff Comments

Police Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature: *William [unclear]* Date: 12/6/18

Fire Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature: *[unclear]* Date: 12/13/18

Health Officer:  No Comments

Comments: \_\_\_\_\_

Signature: *[unclear]* Date: 12/13/18

Parks/Recreation:  No Comments

Comments: \_\_\_\_\_

Signature: *[unclear]* Date: 12/18/18

Public Works:  No Comments

Comments: \_\_\_\_\_

Signature: *[unclear]* Date: 12-19-18

Select Board/Designee:  No Comments

Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Town Official Use Only:

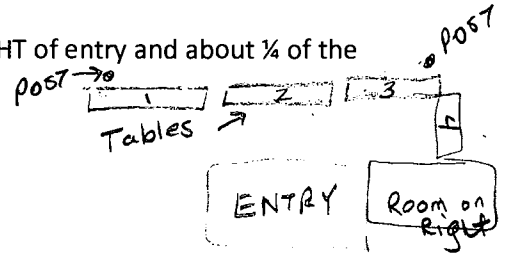
Date Complete Application Received: \_\_\_\_\_ Final Approval Date: \_\_\_\_\_

Fee Received: \_\_\_\_\_ Check #: \_\_\_\_\_

Cleaning Deposit Received: \_\_\_\_\_ Check #: \_\_\_\_\_

Acorn School request for using the Exeter Town Hall on Friday, February 8, 2019

1. Cert of Insurance: The Cert of Insurance has been submitted with application materials
2. Site Plan: Set up of about 5 tables in the entry, room to the RIGHT of entry and about ¼ of the main room first floor.



3. Security/Crowd Control Plan: NO police officers will be needed for this event. Typically, there are approx. 10-12 bake sale customers present at any given time.
4. Traffic Control/Parking Plan: In previous years the presently available parking spaces in the downtown area have been sufficient for this event. Pedestrians also attend.
5. Fire Emergency Plan: Typically there are no more than a dozen bake sale customers present at a time, with 4-5 volunteers selling the home made goodies.
6. Ambulance/Medical Service Plan: Acorn School will not be providing any medical or transportation services for this event.
7. Ticket Distribution Plan: No tickets are sold or necessary for admittance to this bake sale. Free admittance.
8. Sanitary Facilities Plan: There is a public restroom around the back of the building that can be accessed if necessary.
9. Food Service Plan: Acorn School parent volunteers will be selling home made baked goods. The items will all be wrapped.
10. Special Duty Service Fees: In the past, Acorn School has been very grateful to have the usage fee waived due to our non-profit status. We are also hoping to once again be able to sell any leftover goodies to the Park & Rec department for their dance that evening.

DEC 11 2018

TOWN OF EXETER, NH  
EVENT APPLICATION

Received

SpecialEventLicense (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: Community Arts Initiative - Fall Show Location: Town Hall Gallery

Date(s) of Event: Sept. 3-22, 2019 Start Time: Attached End Time: \_\_\_\_\_

Event Representative Name: Karen Desrosiers

Address: SAA, 130 Water Street

Town: Exeter State: NH Zip: 03833

Phone: 778-8856 Email: kdesrosiers@ttlc.net

No. of Volunteers/Workers per Day: 2 # Anticipated Spectators: 50 per day

List Vendor(s) Names: \_\_\_\_\_

Describe (in detail) the proposed event: Community visual arts exhibit, open to all artists, without exception, to be hung and displayed in the Exeter Town Hall 2nd floor Gallery for the duration of the show dates. There will be a reception on the first Friday evening, with simple foods (not for sale), and then the exhibit will be open Saturdays and Sundays for the remainder of the show.

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

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

EXTV Tech/AV Services needed

Blocking Off Road(s) \_\_\_\_\_

Signboard: Plywood (2 weeks)  or Poster (1 week)  Dates: \_\_\_\_\_

A-Frame Quantity, Dates, Location: \_\_\_\_\_

# Parking Spaces: \_\_\_\_\_ Location: \_\_\_\_\_

## 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.

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: Karen Desrosiers DATE: 12/10/18

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: Karen Desrosiers DATE: 12/10/18

APPLICANT SIGNATURE: 



**Town Review Staff Comments**

Police Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature: William E. [Signature] Date: 12/14/18

Fire Chief (or designee):  No Comments

Comments: \_\_\_\_\_

Signature: [Signature] Date: 12-15-18

Health Officer:  No Comments

Comments: \_\_\_\_\_

Signature: [Signature] Date: 12/18/18

Parks/Recreation:  No Comments

Comments: \_\_\_\_\_

Signature: [Signature] Date: 12/18/18

Public Works:  No Comments

Comments: \_\_\_\_\_

Signature: [Signature] Date: 12-19-18

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 #: \_\_\_\_\_

## **Event Description**

This event is a community visual arts exhibit. Participation in the exhibit will be open to all seacoast area visual artists, without exception. The exhibit will be open to the public during designated times. Representatives of the Seacoast Artists Association will be responsible for the exhibit and gallery, and volunteers will be available in the gallery during all open times.

## **Required Supplemental Information**

1. **Certificate of Insurance:** Seacoast Artist Association current certificate is on file with the Town.
2. **Site Plan:** The only Town property used will be the gallery on the 2<sup>nd</sup> floor of the Town Hall. The gallery will be organized appropriately with the existing display systems. The exact layout of display panels and pedestals will be determined based on the artwork that is submitted for the show.
3. **Security/Crowd Control:** There is no expected need for a detail police officer.
4. **Traffic Control/Parking Plan:** Traffic and parking is not expected to be more than normal traffic for downtown and there is no expected need to control traffic.
5. **Fire Emergency Plan:** The maximum number of attendees at one time will be during the reception and is expected to be no more than 60 people. The remainder of the time, it is expected that attendees will come-and-go and there will be no more than a dozen at a time.
6. **Ambulance/Medical Service Plan:** No onsite medical service or ambulance will be needed.
7. **Ticket Distribution Plan:** The exhibit will be open to the public free-of-charge, with no ticketing required.
8. **Sanitary Facilities Plan:** No additional plan or services will be needed beyond use of the public facilities in the Exeter Town Hall, on the 2<sup>nd</sup> floor and in the basement.
9. **Food Service Plan:** Light foods will be available during the opening reception only. It will be provided by the SAA and volunteers, free-of-charge, and will not be sold. There will be no food preparation or food vendors.
10. **Special Duty Service Fees:** No special duty service is required.

**Expected Schedule**  
**Community Arts Initiative of SAA**  
**Fall Show**  
**September 3 – 22, 2019**

Sept. 3	3-7	Artist drop off and hanging
Sept. 6	4-7	Reception with light foods (at no charge)
Sept. 7	12-4	Exhibit open to the public
Sept. 8	12-4	Exhibit open to the public
Sept. 14	12-4	Exhibit open to the public
Sept. 15	12-4	Exhibit open to the public
Sept. 21	12-4	Exhibit open to the public
Sept. 22	12-3	Exhibit open to the public
	3-5	Artist pick up



Sheri Riffle <sriffle@exeternh.gov>

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## May Arts Fest Permit

1 message

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**TEAM Exeter** <townexeterartsmusic@gmail.com>  
To: Sheri Riffle <sriffle@exeternh.gov>  
Cc: bkelly@heronfield.org, ben@prescottpark.org

Thu, Jan 3, 2019 at 9:51 PM

Hi Sheri,

I wanted to send a note to be included in the packet for Monday's Select Board meeting.

TEAM will no longer require use of Town Hall, May 16th - 19th for the Exeter Arts & Music Fest, just the Bandstand. We will be working in conjunction with Ben Anderson and Bright & Lyon, who will produce a concert on Saturday, May 18th in Town Hall as part of the festival. They will submit their own application for that day.

I had also been in discussion with Betsy Kelly from Heronfield Academy about their use of Town Hall on May 16 & 17, which they are now free to do on our end.

I attached our original approved application, and also CC'd Ben and Betsy on this email. Please let me know if you need anything else from us.

Thanks,  
Scott Ruffner

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TEAM 5-2019.pdf  
489K



# Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: [ariffle@exeternh.gov](mailto:ariffle@exeternh.gov)  
Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

### Representative Information:

Name: Ben Anderson Address: 66 Newfields Road  
Town/State/Zip: Exeter, NH 03801 Phone: 603-244-0202  
Email: lyon@brightandlyon.com Date of Application: 1/4/2019

### Organization Information:

Name: Bright & Lyon Productions Address: 66 Newfields Road  
Town/State/Zip: Exeter, NH 03801 Phone: 603-244-0202

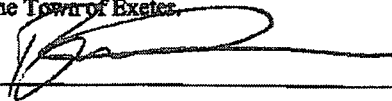
### Reservation Information:

Type of Assembly/Meeting: Folk Music Concert Date: May 18, 2019  
Start Time: 8pm End Time: 10:30pm Additional time for set-up/clean-up: 11am  
# of tables: 4 # of chairs: 200  
List materials being used for this event: n/a  
Will food/beverages be served? yes Description: light snacks and drinks

### Requirements:

**Rental Fee:** For Town Hall use there is a fee of \$125.00 per day. A rental fee waiver may be requested fee in writing.  
**Cleaning Deposit:** A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer or room on the right of the foyer, the electrical outlet cannot exceed 20 amps.  
**\*Tech/AV Services:** There is a fee of \$80 an hour for any Tech/AV services needed. Services must be arranged in advance. Email [extvg@exeternh.gov](mailto:extvg@exeternh.gov) to coordinate.  
**Liability Insurance Required:** The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additionally insured.  
**Keys:** Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with the exception of Sunday events).

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. 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:  Date: 1/4/19

Authorized by the Select Board /Designee: \_\_\_\_\_ Date: \_\_\_\_\_

### Office Use Only:

Liability Insurance: On file  In-process   
Fee: Paid  Will pay by \_\_\_\_\_ Non-profit fee waiver form submitted



# Application for Town Hall Facility Use

Faxed #: 603-777-1514 or emailed: [griffle@exeternh.gov](mailto:griffle@exeternh.gov)  
Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

## Representative Information:

Name: Tara Ball Address: Po Box 283  
Town/State/Zip: Exeter NH 03833 Phone: 603-770-4757  
Email: tara@connorsclimb.org Date of Application: 12/31/2018

## Organization Information:

Name: Connor's Climb Foundation Address: Po Box 283  
Town/State/Zip: Exeter NH 03833 Phone: 603-770-4757

## Reservation Information:

Type of Assembly/Meeting: Justice John Broderick talk to community on Mental Health Date: 1/15/2019  
Start Time: 6:30 End Time: 8:30 Additional time for set-up/clean-up: 1/2 hour prior and after  
# of tables: 5 # of chairs: 375  
List materials being used for this event: Mental Health support documents  
Will food/beverages be served? NO Description: \_\_\_\_\_

## Requirements:

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

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

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

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

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

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. 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: \_\_\_\_\_

Date: 12/31/2018

Authorized by the Select Board /Designee: \_\_\_\_\_

Date: \_\_\_\_\_

### Office Use Only:

Liability Insurance: On file  In-process

Fee: Paid  Will pay by \_\_\_\_\_ Non-profit fee waiver form submitted

## Correspondence

Select Board Schedule  
2019

Monday, January 7	Monday, July 15
Tuesday, January 15	Monday, July 29
Monday, January 28	Monday, August 12
Monday, February 11	Monday, August 26
Monday, February 25	Monday, September 9
Monday, March 11	Monday, September 23
Monday, March 25	Monday, October 7
Monday, April 8	Monday, October 21
Monday, April 22	Monday, November 4
Monday, May 6	Monday, November 18
Monday, May 20	Monday, December 2
Monday, June 3	Monday, December 16
Monday, June 17	Monday, December 30
Monday, July 1	





*THE STATE OF NEW HAMPSHIRE*  
*DEPARTMENT OF TRANSPORTATION*



*Victoria F. Sheehan*  
*Commissioner*

*William Cass, P.E.*  
*Assistant Commissioner*

STATEWIDE  
28139  
X-A003(700)  
(Roadway Curve Signing)

Bureau of Highway Design  
Room 200  
Tel. (603) 271-2171  
Fax (603) 271-7025

December 12, 2018

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

Dear Mr. Dean:

This is to notify the Town that the NH Department of Transportation has been developing a safety improvement project on state owned roadways in Exeter.

Work along NH Route 111, NH Route 111A, NH Route 108, NH Route 85, NH Route 27, and NH Route 101 includes the removal, replacement, and/or installation of horizontal curve signing. The intent of this project is to increase motorist safety on state owned roadways throughout the town. Proper signing will aid in the reduction of motorist speeds and crashes along curves. This project is part of a statewide systemic effort to update all horizontal alignment signs to meet federal standards.

Construction will be completed during the day and will not require detours. Work along the roadways is anticipated to include tree trimming, traffic sign removal, relocation, and installation. Traffic impacts during construction will include shoulder or lane closures with flaggers and uniformed officers facilitating traffic movement. All work on this project will be performed such that traffic is unimpeded whenever possible.

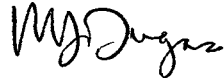
The project is scheduled to advertise in January 2019. Construction is anticipated to begin and end during the summer of 2019. A pre-construction meeting, to which the Town will be invited, will be held by the Contractor prior to the start of construction.

Included as part of this transmittal are two (2) copies of the Municipal Work Zone Agreement (MWZA) that all municipalities are asked to sign as an acknowledgement that the Department will have the authority to control traffic through the work zone for the duration of the project.

Please sign both enclosed documents and return them to me in the self-addressed, stamped envelope provided. One signed copy of the executed agreement will be returned to the Town, and one forwarded to the NHDOT Construction Bureau.

If you have any questions or would like to discuss the projects further, feel free to call me at 271-2604 or e-mail at [Michael.Dugas@dot.nh.gov](mailto:Michael.Dugas@dot.nh.gov).

Sincerely,



Michael J. Dugas, P.E.  
Project Manager  
State Highway Safety Engineer

MD/jm

Enclosures (3)

cc: Peter Stamnas, Director of Project Development, NHDOT (Letter Only)  
Chief Bill Shupe, Exeter Police Department (Letter Only)



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan  
Commissioner

William Cass, P.E.  
Assistant Commissioner

Horizontal Curve Signing Project  
Statewide 28139  
Maintenance District 6

Bureau of Highway Design  
Room 200  
Tel: 603-271-2171  
Fax: 603-271-7025

December 12, 2018

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

Dear Mr. Dean:

I am writing to let you know of an upcoming highway safety project to improve safety on roadway curves. The curve sign project will be on state roads in your municipality, as well as on state roads in all towns and cities in NHDOT Maintenance District 6. This same safety improvement is being implemented statewide.

The NHDOT will be designing and installing curve signs and chevrons based on measurements taken while driving each curve. Only those curves meeting certain criteria will be signed. This is required by the Federal Highway Administration (FHWA) to provide consistency in our highway warning signs. Most importantly, providing appropriate curve warning signs is a proven safety improvement to reduce run off the road crashes, which disproportionately result in serious injuries and fatalities on roadway curves.

The sign improvements are being made with Federal Highway Safety Improvement Program (HSIP) funds with no funding required by the municipality. Since all the signs are being installed on state owned and maintained roads there is no future maintenance responsibility for the municipality. Most of the sign installations will occur in 2019, but the work may extend into 2020.

Please feel free to contact me at the number listed above or via e-mail [Michael.Dugas@dot.nh.gov](mailto:Michael.Dugas@dot.nh.gov) should you have any questions or comments.

*Town Manager's Office*

DEC 17 2018

*Received*

Please also see the enclosed Municipal Work Zone Agreement and letter.

Sincerely,

A handwritten signature in black ink, appearing to read "MJDugas". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Michael J. Dugas, P.E.  
State Highway Safety Engineer

Copy via email:

James Marshall, Administrator, Bureau of Highway Design  
William Lambert, Administrator, Bureau of Traffic  
Brian T. Schutt, District 6 Maintenance Engineer  
Dean Wilson, District Construction Engineer

**MUNICIPAL WORK ZONE AGREEMENT  
FOR  
STATEWIDE**

**STATE PROJECT: 28139  
FEDERAL PROJECT: X-A003(700)**

THIS AGREEMENT, executed in *duplicate*, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2018, between the New Hampshire Department of Transportation, hereinafter called the "DEPARTMENT" and the Town of Exeter, hereinafter called the "TOWN."

WITNESSETH that,

WHEREAS, the DEPARTMENT has been developing a safety improvement project to remove, replace, and/or install, horizontal curve signing on state owned roadways in Exeter. This project is part of a statewide systemic effort to increase motorist safety by updating all horizontal alignment signs to meet federal requirements.

**WHEREAS, The State Legislature has delegated the Commissioner of the DEPARTMENT with full authority to control traffic in highway/bridge construction work zones on Class I, II, and III highways; RSA 228:21, 236:1, and 228:37;**

**WHEREAS, The Department intends to use a combination of flaggers and/or uniformed officers, as appropriate, to control traffic and ensure public and worker safety; and**

NOW, THEREFORE, in consideration of the above premises, it is mutually agreed as follows:

- A. The DEPARTMENT shall construct project Statewide 28139, horizontal curve sign removal, replacement, and/or installation on NH Route 111, NH Route 111A, NH Route 108, NH Route 85, NH Route 27, and NH Route 101 in the TOWN.
- B. The DEPARTMENT will be responsible for the management and operation of the highway throughout the duration of the construction of the project. This includes the authority to determine the most appropriate way to control traffic within the construction work zone limits of the project.**
- C. The Department, as of April 1, 2013, will only compensate for the use of police officers that have successfully completed an NHDOT approved course on the Safe and Effective Use of Law Enforcement in Work Zones

IN WITNESS WHEREOF, the parties here have affixed their signatures, the Town of *Exeter*, New Hampshire, on this \_\_\_\_\_ day of \_\_\_\_\_, 2018; The Department of Transportation on this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**NEW HAMPSHIRE DEPARTMENT OF  
TRANSPORTATION**

**TOWN OF EXETER**

By: \_\_\_\_\_  
Director of Project Development

By: \_\_\_\_\_  
(AUTHORIZED MUNICIPAL OFFICIAL)

cc: Police Chief



Russ Dean &lt;rdean@exeternh.gov&gt;

## Public property use fees

1 message

Enna Grazier &lt;enna\_grazier@yahoo.com&gt;

Mon, Dec 17, 2018 at 6:12 PM

To: Molly Cowan <mcowan@exeternh.gov>, Don Clement <dclement43@comcast.net>, Kathy Corson <kcorsen@exeternh.gov>, Julie Gilman <jgilman@exeternh.gov>, Russ Dean <rdean@exeternh.gov>, ASurman@exeternh.gov

Please include this letter in the packet and discussion regarding public property use fees.

The proposed fee structure is overly simplistic and is not appropriate for every way that the community may and should use the buildings and spaces in our town.

First, \$125 is prohibitive for most grassroots organizations and events. The local students who organized a 4-part series on gun violence did not have any way to raise this money. A group of local artists also do not generally have funds that would consistently offset this expense. Other uses of the building that would be amazing - a jazz ensemble practicing, a local book discussion group, a lecture about local history, a volunteer performance by local musicians, are all examples off the top of my head that would be appropriate use of various town-owned spaces that do not generally have the ability to pay a per-use fee.

Second, the same fee does not fit all. Even if a group is non-profit, this does not accurately assess whether it should or should not be able to afford to pay a fee. For instance, while the Prescott Park Arts Festival use of the Town Hall is a non-profit use, I suspect that through sale of beverages, snacks, and the tickets themselves, this performance series is actually raising a significant amount of money, which will go to the PPAF operating budget, including staff salary. I am very much in support of the PPAF performances of our Town Hall, however I don't think that a blanket approach to fees is fair to our community.

Finally, and most importantly, the elephant in the room is that the Selectboard and the town have yet to articulate what role the town should play in supporting art and culture in our community. It's not articulated at all in the Master Plan, so we have literally no guidance other than whoever shows up to give comment at public meetings. What is the value of art and culture to our town, and how should the town support it? These questions MUST be answered, otherwise this water will forever remain murky.

Arts and culture are not simply pastimes reserved for the economically privileged. The town benefits in myriad ways when art and culture are supported at a grass-roots and community level. Fees should be structured in a way that:

A) art and cultural events and activities are financially accessible to our whole community. These activities should be supported to be financially accessible for participants, performers, and presenters, not just to the viewers or visitors or audience.

B) the physical structures and resources of our buildings are preserved and improvements are also provided for.

C) the benefit to the community of arts and cultural activities and events must be clearly articulated.

It is my opinion that a town arts and culture commission could do the deep work to articulate some of these questions in order to make decisions such as fee structure for use of Town Hall and other public buildings is elegant and achieves the purposes of supporting events that are good for our community.

Thank you,

Enna Grazier

*Came in too late for 12/17/18 packet.*