

Select Board Meeting
Monday, December 16th, 2019, 6:40 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Non Public Session – RSA 91a3:2(a)
3. Bid Award – Water/Sewer Chemicals
4. Public Comment
5. Proclamations/Recognitions
 - a. Proclamations/Recognitions
6. Approval of Minutes
 - a. Regular Meeting: December 4th, 2019
7. Appointments
8. Discussion/Action Items
 - a. Richard Perrin, US Census Bureau re: 2020 Census
 - b. UNH Sustainability Fellow Application
 - c. Swasey Parkway/Property Use Updates & Report
 - d. Exeter Opt In Status re: Refugee Resettlement
 - e. FY20 Budget and Warrant Articles
 - f. FY19 Encumbrances
9. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Select Board Committee Reports
 - e. Correspondence
10. Review Board Calendar
11. Non-Public Session
12. Adjournment

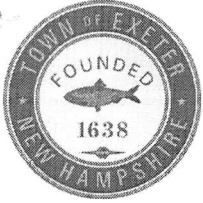
Kathy Corson, Chair
Select Board

Posted: 12/13/19 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

Bid Awards



TOWN OF EXETER, NEW HAMPSHIRE

13 NEWFIELDS ROAD • EXETER, NH • 03833-3792 • (603) 773-6157 • FAX 772-1355

www.exeternh.gov

Memo

To: Russell Dean

From: Matthew Berube

CC: Jennifer Perry, Paul Roy, Stephen Dalton, Trisha Allen, Pam McElroy

Date: December 6, 2019

Re: Award of Chemical Bids for 2020

The Public Works Department has reviewed the bid results and recommends award to the following companies. The bid recommendations are as follows:

	Unit Price:	Projected Annual Total
Bid Item #1	Sodium Hypochlorite 15% solution	
To:	Harcros Chemicals, Inc Nashua, NH @ \$1.0250/gal (603) 880-0535	WTP-15,000 gal * \$1.0250/gal= \$15,375
Bid Item #2	Activated Carbon	
To:	George S Coyne Chemical Co., Inc. Croydon, PA @ \$1.0060/lb (215) 785-3000	4,000 lb * \$1.0060/lb = \$4,024
Bid Item #3	Potassium Permanganate	
To:	Harcros Chemicals, Inc Nashua, NH @ \$1.6760/lb (603)880-0535	3,960 lbs * \$1.6760/lb = \$6,636.96
Bid Item #4	Sodium Hydroxide	
To:	Borden & Remington Corp. Fall River, MA @ \$1.0860/gal (508) 675-0096	13,000 gal * \$1.0860/gal= \$14,118

Matt Berube

1:57 PM (42 minutes ago)

to Russ, Jennifer, Steve, Paul, me

Hi Pam,

I'm requesting to put the chemical bid award recommendations as an agenda item for the meeting Dec. 16th. Attached you will find the recommended award memo for the chemical bids. We did not select all low bids. As the bid specifications state, we reserve the right, and have chosen the products that are the most advantageous for Exeter, NH's water treatment processes. If you have any questions please let us know.

Thanks,
Matt

Matthew Berube
Water & Sewer Manager
Department of Public Works
13 Newfields Road
Exeter, NH 03833
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Notice the email change: mberube@exeternh.gov

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Minutes

Select Board Meeting
Wednesday December 4, 2019
Town Offices, Nowak Room
Draft Minutes

1. Call Meeting to Order

Members present: Anne Surman, Kathy Corson, Julie Gilman, Molly Cowan, Niko Papakonstantis, and Russ Dean were present at this meeting. The meeting was called to order by Ms. Corson at 7 PM.

Ms. Corson announced that there is a Public Parking Ban until 6 AM Thursday, and vehicles parked on-street will be towed. Ms. Surman thanked everyone at Public Works for doing a good job with the storm. She also mentioned that Duncan Robinson of Newcastle, who did a semester at PEA, is starting for the Miami Heat.

2. Public Comment

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

3. Bid Opening - 2020 Water/Sewer Chemical Bids

- a. Shannon Chemical Corporation of Exton, PA: 1) no bid; 2) no bid; 3) \$1.624 with a minimum delivery of 36 pails; 4) no bid.
- b. Coyne Chemical of Croydon, PA: 1) no bid; 2) \$1.006 per pound, with a minimum of 2,000 lbs; 3) 1.8985 per pound; 4) no bid.
- c. Harcros Chemicals of Kansas City, KS: 1) 1.025 per gallon; 2) no bid; 3) \$1.6760; 4) \$1.3596 per gallon.
- d. PVS Technologies of Detroit, MI: 1) \$1.69; 2) no bid; 3) no bid; 4) \$1.46.
- e. Univar Solutions of Morrisville, PA: 1) no bid; 2) no bid, 3) \$1.858; 4) \$1.1197.
- f. Borden and Remington Corp of Fall River, MA: 1) \$1.5660; 2) no bid; 3) \$1.8727; 4) \$1.0860
- g. Monson Companies of Leominster, MA: 1) no bid; 2) \$0.985; 3) no bid; 4) \$1.3225 at 3,000 gallons or \$2.1586 at 1,000 gallons.

MOTION: Ms. Gilman moved to send the bids for chemicals to Public Works for review and recommendation. Mr. Papakonstantis seconded. All were in favor.

4. Proclamations/Recognitions

- a. There were no Proclamations/Recognitions at this meeting.

5. Approval of Minutes

- a. Regular Meeting: November 25th, 2019

MOTION: Mr. Papakonstantis moved to accept the November 25th minutes as submitted. Ms. Surman seconded. All were in favor.

6. Appointments - Energy Committee

MOTION: Mr. Papakonstantis moved to accept the resignation of Jordan Dickenson from the Energy Committee effective November 26 2019. Ms. Surman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to appoint Cliff Sinnott to the Energy Committee, effective December 4th 2019. Ms. Cowan seconded. All were in favor.

7. Discussion/Action Items

a. FY20 Budget - Budget Recommendations Committee Recap

Bob Kelly, Chair of the Budget Recommendations Committee, and members Corey Stevens, Nancy Belanger, and Enna Grazier, were present for the budget discussion.

Mr. Kelly said the BRC tries to keep a balance between town growth, quality of life, and a reasonable price tag. He presented a summary sheet to the Board. In both the General Fund and the Water and Sewer Enterprise Funds, health insurance was an issue, with significant increases in these costs. There are also several mandates they must live up to, which added constraints. For the General Fund, the Public Works garage is an outdated 40 year old facility; a new design may be premature, but the Committee gave a smaller amount for analysis. There were increases in landfill monitoring. In Water and Sewer, there were special projects that significantly increased the budget. They transitioned from chlorine to chloramines for water treatment, and are now meeting all criteria. In Sewer, the Wastewater Treatment plant has an opportunity for 5% forgiveness and a State Aid Grant of 20%, but they must pre-pay by a few months to qualify; they added a \$4.3M payment next December instead of in 2021, and this will be a big savings in interest to the town. They may have to review the rates, but at this point that fund is in good shape. In the CIP program, they were at \$800,000, out of initial requests close to \$1M. The cost of running the town is going up, much of it regulatory based or otherwise necessary. The Select Board should consider the Rec Department proposal. The BRC didn't have a lot of time to look at this \$12M+ initiative. The motion passed 8-2, but everyone on the committee was uncomfortable with not having a thorough review.

Committee decisions are almost always unanimous, but there were several this year that were overwhelmingly approved but not unanimous. For the Source water Development project, the initial request was \$800,000 but they were able to get it to \$600,000. Public Works was supposed to look at combined surface and groundwater sources, but there seemed to be more of a focus on the groundwater component, so the Select Board may need to put the brakes on that work. It was an 8-2 vote, but there were concerns about the direction. For the Pickpocket Dam reclassification, there was some concern about that going too quickly. The state only sent paperwork this year. The vote was not unanimous.

Ms. Corson said a deeper discussion of the budget would probably happen in January.

Members of the BRC and the Select Board made positive statements about the budget review process.

b. Presentation - Recreation Park Building & Site Redevelopment Project

Greg Bisson and Melissa Roy of Parks and Rec were present to discuss the Rec Park project proposal. Gordon Leedy of Tighe and Bond and Brad Prescott from Banwell were also present.

Ms. Roy read the newly created mission statement for the department: *The Exeter Parks and Recreation Department is committed to offering diverse leisure activities to meet the interests of our residents. Our purpose is to provide a variety of safe, affordable programs to develop personal enrichment, promote enduring friendships, make accessible recreational use*

of the environment, and provide fitness-related activities for all age groups. In this capacity, we hope to improve the quality of life for all our residents, physically, socially, and intellectually, thereby nurturing the health and cohesiveness of our community. She said they had gone forward with the Rec Park project with the mission statement in mind.

Ms. Roy discussed the senior survey results. There were 388 total responses, the majority from 65-84 year olds. 118 of the respondents live in single family homes. The programs requested were health and wellness, socialization, dances, and arts and crafts, all of which they've designed the facility around. 74% said it was "extremely important" or "very important" to have a fully accessible multi-generational community center for senior programming.

Mr. Bisson said the current Senior Center is one in name only. It's occupied by Meals on Wheels for most of the day. 32 Court Street is limited in parking: only 15 spots are not reserved. It has steep stairs. The ADA ramp is no longer compliant. There's only one ADA accessible room.

One of the questions from the BRC was whether they had looked at an alternative location. They did look at other locations, but most parcels of the right size were located in the TIF district and are being developed commercially. If the building is not located at the camp site, it doesn't solve the indoor space issue. Purchasing another property would remove that property from the tax roll. The new site would need to have a pool, athletic fields, playground, building, which would drive up costs. The existing park is an LWCF property, so the National Park Service has final say over it.

They're looking for a park complex for all, one that is multigenerational. The BRC said that this didn't support young adults, so they had a conversation with Stay Work and Play about seeing how Parks and Rec can be a driver to keeping young adults here. They're focused on Adults and Seniors too.

Ms. Roy said they want to expand senior programming. Health and wellness is important, but ending isolation is also important. Seniors should have a place to go where they feel welcome. 70% of Parks and Rec agencies nationwide offer programs for senior citizens. Having a large community space at the Rec Park is important, and has a strong level of correlation with park use and involvement in park activities.

Mr. Bisson said they will not need more staff, but an increase in custodial help will be required. They can also hire part time/seasonal staffing when needed from the Rec Revolving Fund.

Ms. Corson said there will also be more snowplowing and maintenance outside the building. Mr. Bisson said Rec staff does the plowing.

Mr. Bisson addressed how the project has changed since 2017. Public input surfaced other needs; this is bigger than the original 16,000 square feet to support senior programming, increased bathroom space, and Meals on Wheels. The topography of the site is challenging, and would have cost too much to completely develop. He introduced Gordon Leedy, a Landscape Architect and Planner at Tighe and Bond, to discuss the project.

Mr. Leedy said there is plenty of space, 22 acres, but it's not organized well presently. The pool and tennis courts create access issues for the rest of the property. The site has significant topography, and it's prohibitively expensive to bring in enough material to create an additional field. This revised proposal gets them most of the way towards the project's needs but in a fiscally responsible way. The current site doesn't have well organized parking and access,

and an ambulance couldn't get to the fields. People are parking across the street and crossing, creating a safety issue. Pick up and drop off creates an issue with circulation. They need senior space, accessibility, programming space, a refuge for kids in inclement weather, improved baseball/softball fields, improved circulation and safety, and additional parking.

In this proposal, they reconfigured front parking area; there are slightly fewer spaces, but circulation is improved. There's an additional through drive on the west. They're adding an additional 109 parking spaces in the rear adjacent to the community center. They will eliminate two of the existing tennis courts; they're keeping 6 tennis courts and 2 basketball courts, and adding enhanced accessibility. There's a 10 foot wide walking trail around the perimeter of the site. The baseball and softball facilities would remain. There's another proposed parking area with 57 parking spaces adjacent to the playing fields, which would support improved parent and grandparent access to the fields. In the future, there's a possible site for a maintenance facility with bathrooms. In the back, they will create a new soccer field. For sustainability, they're making a significant improvement to the stormwater management system, adding rain gardens and a detention basin. The soils here are not suitable for infiltration. The landscape materials would be turf grass for the playing fields with a wildflower and native grass mix in the open areas.

Brad Prescott, an architect at Banwell Architects, spoke about the multigenerational community center. They tried to understand the needs of the community, and got public input. They refined the building to 25,000 square feet. This is an institutional building, but they're trying to fit it in with the community. He showed different views of the building. The materials are a mix of masonry/brick with the double height space in the back being a mixture of brick and masonry units; from window height up, there would be a fiber cement siding similar to a wood look. Inside for the building plan, there's a moderately sized lobby with an entrance to the multipurpose gym, a senior lounge, and an administration area. Down the hall, there are flexible multipurpose rooms; two have a wall which can open, changing them from two 700 square foot spaces to one 1,400 square foot space. There are support spaces inside the interior envelope for furniture storage and a kitchen area. Storage areas are key to the flexible use of spaces. There's a walking track in the gym; this was initially a second floor track, but having it on the first floor was more cost effective. There's a large bathroom area accessible from the outside and inside. For sustainability, there's a flat roof without skylights which could accept solar panels; low flow toilets; LED lights; high efficiency boilers; a tight building envelope with continuous insulation; and dehumidification of the gym rather than air conditioning. They're also open to further sustainability ideas.

Mr. Bisson addressed why the senior lounge is separate from the programming space: they wanted to give seniors their own space, and children are noisy. Why are there so many bathrooms? These are according to code requirements, and they don't want a line for the bathrooms. Why is there so much storage? Multipurpose rooms need different furnishings to be changed over, which need to be stored when not in use. The kitchen allows Meals on Wheels to do meals while programming is happening. Admin offices are located in the middle, so they can access all areas quickly. The building is all on one floor, which is ADA compliant and keeps costs down.

Other communities are building or renovating their Rec Centers, and Mr. Bisson gave several examples.

Mr. Bisson discussed the total project cost. The building is \$6,397,500. The earthwork and sitework are \$3,008,750; it will take 45,000 yards of fill to level the site. The Planet Playground replacement is \$500,000; the owner of that property is willing to sell or sign a 50 year lease. Additional hard costs are \$1.2M, soft costs are \$1.5M, for a total cost of \$12,704,600 over 12 years.

If approved in March 2020, the construction timeline would have the groundbreaking of the building in spring 2021, and the building would be complete in spring 2022.

There are options for project cost offsets: they can sell naming rights; they now have a 501C3 group that can solicit tax-deductible donations; grants are available; they could raise programming fees; they can sell 32 Court Street; they can raise impact fees; SST can help with construction of certain structures; and private/public partnerships can contribute.

He concluded by saying this project would bring Exeter's Parks and Rec up to a national standard.

Ms. Surman asked Mr. Leedy about the sitework necessary. Mr. Leedy said when they first looked at the site, getting a fourth field necessitated reconstructing the existing tennis and basketball courts to put the building in, and adding another field in the back. They were trying to use every square inch of the site, which left little room for error, created more disturbance, and increased runoff and stormwater management. By making the changes to the plan, they were able to pare \$3 million out of the project and still achieve the vast majority of the program wants and needs. Mr. Bisson said that reconfiguring the whole thing would have driven up costs even more. They wanted to keep everything as undisturbed as possible while meeting the goals. Ms. Roy said they thought about having a Rec Building somewhere else, but it's important to keep the main part of daily Rec business here. It's important for Rec staff to be near the pool, fields, and tennis courts, and be there for the seniors.

Ms. Surman asked Mr. Bisson about leasing Planet Playground. Mr. Bisson said it wasn't yet determined whether it would be a sale or a lease. A sale would make them eligible for grants.

Ms. Surman asked if they had any projections of the growth of the senior or youth population. They don't want a beautiful facility with no one in it. Mr. Bisson said there are 3,100 residents in town 61 or older. The SAU population is stable. The Rec project could be part of attracting young families to come here. There were 406 kids in summer camp this year.

Ms. Surman said she would have liked to see the BRC have more time with this and get their recommendation. Mr. Bisson said that before they went to the BRC they found the project would have a cost of \$15-17M, so they had to pivot, and made a lot of changes. They would have liked to get it in earlier. Tighe and Bond turned this around in 4 ½ months. Mr. Leedy said they're very confident that this new plan is feasible and costs are in line.

Ms. Cowan asked if they'd thought about creating a Master Plan for the Parks department, to ensure that no matter how the population fluctuates this is still the best fit for the long term. Mr. Bisson said they're talking about doing a more comprehensive Master Plan. The Rec Park is not the only Rec facility that needs improvements. Ms. Cowan asked why they moved away from phasing for this project. Mr. Bisson said it became difficult to find phases. If they do the sitework only, they still have to design a building. They don't want to pave something to rip it up for the utilities.

Mr. Papakonstantis said that earlier they heard that there probably isn't another location in town to house this project, but if there were, would the cost be significantly higher to buy and build such a project? Mr. Leedy said yes, it likely would. They would have to acquire the property, which is either expensive or just as constrained as this property. Here, they already have a certain level of utility service and the pool facility. It's much easier to upgrade those systems than build new. Mr. Bisson said even if they purchased another 20 acres, it doesn't mean they can sell the existing site, because of LWCF constraints. Mr. Papakonstantis asked if they have they run the project by the town engineer. Mr. Bisson said yes, Paul Vlasich and Jen Perry saw it and were in agreement about the cost and constraints of the site. Mr. Papakonstantis asked since they have a priority on being multigenerational and inclusive, would the bathrooms address children and adults with special needs? Mr. Leedy said yes. Mr. Papakonstantis said he wished the BRC had had it sooner, but he would rather get it late and at what they think is the right level. This project is inclusive of everyone in the community. He hopes the citizens get to weigh in.

Ms. Gilman said this has gone through a lot of iterations, and the floorplan of the community center looks pretty well ironed out. She appreciates the stormwater management in the back corner instead of extensive fill and a new field.

Ms. Corson said this should also have gone to the Planning Board, and she would like to hear what they have to say. Mr. Bisson said that Dave Sharples had seen recent plans, and Mr. Sharples will be getting the revised plans soon. Ms. Corson said they told the residents of Wayside Drive that there would never be an entrance there. They could go against what they said, but she feels bad about doing that. Also, the proposed building is close to new condo building out there with at least 35 abutters. There will be light issues. Mr. Bisson said that regarding the Wayside Drive parking lot, field users park there anyway, and he wants to get them off the street. Regarding the building itself, they have dozens of participants in programs that live next door who have told him they are excited about the project. Ms. Corson said if he can get the neighbors to buy into it, it will save time in the long run. Mr. Papakonstantis suggested they invite abutters in to discuss and hear their concerns, and Ms. Corson said the Rec Board should do that.

Mr. Dean said that the RSAs regarding governmental uses state that local land use approvals are not required, but there is a statutory notification and comment process that must be followed. They must give 60 days' notice to Planning Board before construction begins. They may, but are not required to, hold a public hearing. He doesn't know if they've applied that to any particular project in the past. Ms. Corson said that the Select Board might want the Planning Board's opinion. Ms. Surman said she'd like to hear from the Conservation Commission as well.

Mr. Leedy said regarding the proximity of the building to the condos, the siting works in their favor. The main impacts would come from sky glow from the parking lot lighting. There are some windows on the far side of the building, but they could be handled with shades to mitigate. They will try to follow zoning and site plan requirements of the town. Ms. Corson said she had these concerns about the Library project as well. They should be respectful of the boards and hear their comments. Mr. Leedy said they're obligated to receive state and federal permits for wetland impacts, AOT, stormwater and erosion control.

Ms. Corson asked if any public had comments, but there were none. She said the Board will continue the discussion at another time.

c. Gilman Park Pavilion Construction - Parks Improvement Fund and Recreation Impact Fee Use Request

Mr. Bisson said a Community Garden would have made the park more inviting, but they since that use was denied, they are looking to build a pavilion. This is a design borrowed from Somersworth, and will withstand 100 mile an hour winds. The site work is complete, the basketball court has been removed and the site is flat. They only had one bidder, Diamond Hill Builders of Exeter, who have built a similar pavilion in Stratham. Other companies don't have time for a small \$40,000 project. He asked the Board to recommend Diamond Hill to be awarded. Ms. Surman asked if they went out to bid through RFP and had only one response, and Mr. Bisson said yes, they received three comments but only one response.

MOTION: Mr. Papakonstantis moved to allow Parks and Rec to expend \$10,000 out of the Parks Improvement Capital Reserve Fund and 30,300 out of Recreation Impact fees for Diamond Hill Builders to construct the Gilman Park Pavilion. Ms. Surman seconded. All were in favor.

d. FY20 Budget Discussion

Mr. Dean said the 2020 BRC recommended a budget of \$19,666,768, a 2.9% increase over last year. This time of year is the open enrollment process, so they are refining the numbers. Some retirements are planned in January. The biggest change is the library ban interest, at \$27,000. The new bottom line is \$19,709,163, a 3.1% increase. He will prepare a revised set of line item budgets and warrant articles for Select Board deliberation.

Mr. Papakonstantis said that at the Sustainability Committee meeting, the members were asking Mr. Sharples how to get reimbursed. Mr. Papakonstantis thought the Select Board should consider putting some money put back in the budget for the Sustainability Committee for grants, fellowships, or attending conferences. Ms. Gilman said the HDC lost its opportunity to apply for a grant, and they were holding \$10,000 for that. They should still hold some, but could take some for training opportunities and printing.

Ms. Corson asked if the budget is usually around a 2% increase. Mr. Dean said he would have to get exact figures, but thinks it's more like 2.5%. At 3.1%, they're trying to keep things in check. Warrant articles are additional. He thinks they will have revenue offsets next year, such as the local aid that they got this year.

Mr. Kelly said that regarding the Rec project, there were \$12M in gross costs, and the BRC recommended going for the shortest term bond possible, the 10 year bond, to keep the interest costs low. Regarding the budget overall, unfunded mandates are a problem. It hurts to not do projects they want to do because of these requirements.

8. Regular Business

a. Tax, Water/Sewer Abatements and Exemptions

MOTION: Mr. Papakonstantis moved to approve an abatement for 73/62 in the amount of \$1,000. Ms. Gilman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve a Blind Exemption for 64/60 in the amount of \$15,000. Ms. Gilman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve an intent to cut for 13/3. Ms. Surman seconded. All were in favor.

b. Permits & Approvals

MOTION: Ms. Surman moved to approve the extension of the library design and construction BAN through August 14th, 2020 and authorize the Town Manager to sign any documents related to the BAN. Mr. Papakonstantis seconded. All were in favor.

Mr. Papakonstantis read the resolution for the Hook Lift Dump Truck for the Sewer Department:

Schedule No. 12

Exhibit E

December 1, 2019

Lessee Resolution.

Re: Master lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 12 thereto dated as of December 1, 2019.

At a duly called meeting of the Governing Body of the Lessee (as defined in the Agreement) held on December 4, 2019, the following resolution was introduced and adopted:

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

Determination of Need. The Governing Body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described on Exhibit A of Schedule No. 12 dated as of December 1, 2019 to the Master Lease Purchase Agreement dated as of October 1, 2011, between Town of Exeter (Lessee) and Tax-Exempt Leasing Corp. (Lessor).

Approval and Authorization. The Governing Body of Lessee has determined that the Agreement and Schedule, substantially in the form presented to this meeting, are in the best interests of the Lessee for the acquisition of such Equipment, and the Governing Body hereby approves the entering into of the Agreement and Schedule by the Lessee and hereby designates and authorizes the following person to execute and deliver the Agreement and Schedule on Lessee's behalf with such changes thereto as such person deems appropriate, and any related documents, including any Escrow Agreement, necessary to the consummation of the transaction contemplated by the Agreement and Schedule.

Authorized Individual: Russell Dean, Town Manager

In addition to the Authorized Individuals above, the Governing Body of Lessee further authorizes the following individual to sign any Payment Request and Partial Acceptance Certificate form and/or Final Acceptance Certificate.

Authorized Individual: Russell Dean, Town Manager

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

MOTION: Mr. Papakonstantis moved that, regarding the Hook/Lift Truck for the Sewer Department, the Select Board adopt the resolution as read. Ms. Surman seconded. All were in favor.

Ms. Corson said there was a permit application for having alcohol at an Arts Alliance event that had already passed. Mr. Dean said his understanding was that the event went on with an emergency temporary approval, and everything was in order. Ms. Corson said the timing of these applications should be part of the discussion around the permitting. They don't need to approve anything.

The other events are before them because Parks and Rec can't approve their own events. She suggested they approve them in one motion.

MOTION: Ms. Gilman moved to approve the following permits for Swasey Parkway or Town Hall for Parks and Rec: Town Hall use Feb 7 - 9 for the Sweetheart Dance; Swasey Parkway use April 11, 2020 for the Easter Egg Hunt; Swasey Parkway July 11, 2020 for the Exeter Fireworks; Swasey Parkway plus pavilion on Thursdays June 18 - August 20, 2020 for Summer Concerts; Swasey Parkway plus pavilion October 3, 2020 for the Powderkeg Beer and Chili Festival; Swasey Parkway plus pavilion October 24, 2020 for the Halloween Parade. Mr. Papakonstantis seconded. All were in favor.

c. Town Manager's Report

- i. Mr. Dean acknowledged Public Works' efforts with the storm. They were working 12 hour shifts and did a great job
- ii. Tax bills are due December 9th. They accept credit/debit cards but with a 2.95% processing fee.
- iii. Festival of Trees is at Town Hall tomorrow. The Holiday Parade is Saturday.
- iv. Wreaths Across America is December 14th.
- v. He attended a Coastal Climate seminar, which was well attended.
- vi. Tomorrow is the annual Health Trust meeting.
- vii. There will be a swearing in on December 9th for the new Animal Control Officer/replacement Police Officer.

d. Select Board Committee Reports

- i. Ms. Gilman said she didn't have any meetings. She sent a letter to the ZBA about zoning amendments, recommending minor historic district changes. Ms. Corson said she could bring those comments to the Planning Board or the Master Plan Oversight Committee, which meets once a month on Fridays.
- ii. Mr. Papakonstantis has a Planning Board sitewalk at noon at the Linden Street project. At the Sustainability Committee meeting last night, Corey Stevens of the BRC explained where he had come from on his decision regarding the Sustainability Coordinator. They had a presentation from Mr. Fox composting. Sarah DeWitt talked about a composting initiative in

conjunction with LSS and MSS. The two principals are involved, and it begins in February. The Sustainability Committee asked why they weren't contacted regarding Mr. Kelly's proposal at the Transfer Station, and Mr. Papakonstantis indicated that they would be discussing it further at the December 16th Select Board meeting.

- iii. Ms. Cowan had a Rec Advisory meeting, where they talked about the scope of the Rec project and the plan to advocate for it.
 - iv. Ms. Surman said that E911 was cancelled due to weather.
 - v. Ms. Corson attended the Coastal Climate Summit. She had two takeaways: some grants take years to come through, and to get things done, they have to be slow and methodical and get buy-ins from all sides.
- e. Correspondence
- i. A notice of a holiday reception next Wednesday for volunteers and staff for the town, which is in the Nowak Room this year.
 - ii. A document of issues discussed at a meeting of Mr. Papakonstantis and Ms. Surman with Parks and Rec.
 - iii. A letter from Maura Fay, Joan Pratt, Jordan Dickenson, and Aaron Steckler regarding the Right to a Healthy Climate Ordinance.

9. Review Board Calendar

- a. The next meeting is December 16, 2019.

10. Non-Public Session

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

11. Adjournment

MOTION: Ms. Surman moved to adjourn. Mr. Papakonstantis seconded. All were in favor and the meeting stood adjourned at 10:00 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Proclamations & Recognitions

Board Appointments & Resignations

Board and Committee Appointments
December 16th, 2019

Conservation Commission

Don Clement, Thelma Drive

Motion: Move the Select Board appoint Don Clement to an alternate position on the Conservation Commission with a term to expire April 30th, 2021.

Facilities Committee

Amanda Kelly, 24 Prospect Street

Motion: Move the Board appoint Amanda Kelly to a position on the Facilities Committee with a term to expire April 30th, 2020



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

**Statement of Interest
 Boards and Committee Membership**

Committee Selection: CONSERVATION COMMISSION

New

Re-Appointment

Regular

Alternate

Name: DONALD CLEMENT

Email: dclement43@comcast.net

Address: 5 THELMA DRIVE

Phone: 778-0238

Registered Voter: Yes

No

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

SEEKING TO BE AN ALTERNATE TO CONSERVATION COMMISSION
SERVED ON THE CONSERVATION COMMISSION FROM 1995-2008
CURRENTLY A MEMBER OF THE EXETER'S QUANSCOTT RIVER ADVISORY COMMITTEE
ATTEND MANY ENVIRONMENTAL FORUMS, CONFERENCES AND SEMINARS
VOLUNTEER WITH KRISTEN MURPHY IN THE RIVER TESTING PROGRAM
WORKING WITH EXETER'S CLIMATE OUTREACH COMMITTEE

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

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

After submitting this application for appointment to the Town Manager:

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

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

Signature: Donald S. Clement

Date: 12/4/2019

MERRIMACKDESIGN

December 12, 2019

Rob Corson
Facilities Committee Chair
10 Front Street
Exeter, NH 03833

Dear Rob,
Please accept my resignation as a member of the Facilities Committee.

I have enjoyed working with you, Mark, Chris, Peter, Niko and Russ and hope that my service on the committee was productive. I certainly have learned a lot about municipal government process during my time on the committee. I am sad to be leaving the Town of Exeter after living here for only five years. It is a very special and beautiful place, full of good people.

I thought that this was the place to spend the rest of my life but my wife Ann has drawn me to Vermont after our 2018 marriage here at the Exeter Town Offices.

The good news is that Merrimack Design Architects will remain in the seacoast area and I will continue contributing to the Exeter built environment, albeit in the private sector, for the foreseeable future. Our new business address will be:

Merrimack Design Architects
55 Main Street, suite 129
Newmarket, NH 03857
603-658-0658

Please extend my best wishes and happy holidays to everyone on the committee.
Keep up the good work.

Sincerely,



Gregory Colling, AIA
MERRIMACK DESIGN

Architects

Letter of Resignation from Exeter Energy Committee

Exeter Energy Committee Chair
Renay Allen-Hitzrot
November 24, 2019

This winter I'll be making a move out of Exeter to Farmington, NH. As a result, I'll have to step down from my responsibilities on Exeter's Energy Committee.

This will be effective December 12th, 2019.

Jordan Dickenson

A handwritten signature in blue ink that reads "Jordan Dickenson". The signature is written in a cursive style with a large initial 'J'.

Richard Perrin, US Census Bureau re: 2020 Census

**Shape
your future
START HERE >**

United States[®]
**Census
2020**

D. Richard Perrin
Partnership Specialist
New York Regional Census Center

U.S. Census Bureau

Largest statistical agency in the U.S.

Leading source of quality data about the nation's people, places and economy conducting more than 130 Census Bureau Surveys and Programs

- Demographic Programs
 - Decennial Census
 - American Community Survey
 - Current Population Survey
 - American Housing Survey
- Economic Programs
 - Economic Census (Years ending in 2 & 7)
 - Census of Governments (Years ending in 2 & 7)

Survey Awareness

- Are you in a Census Bureau Survey?
 - <https://census.gov/programs-surveys/surveyhelp.html>
- Address Canvassing – 2020 Census In Field Operation
 - Census Employees are working to update Census maps, using laptop computers in many communities across the country
 - August – October 2019
- Report Suspected Fraud to [1-800-923-8282](tel:1-800-923-8282)
 - You can also visit: <https://2020census.gov/en/avoiding-fraud.html>



How to verify a mailing is from the Census Bureau

If you receive a survey or a letter in the mail from the Census Bureau, the envelope contains certain information that will help you verify its legitimacy.



How to identify a Census Bureau field representative

If you are visited by someone from the Census Bureau, here are some ways to verify the individual is a Census Bureau employee.



How to identify a phone call from the Census Bureau

If your address was selected to be in a survey, we may call you to participate.



The 2020 Census

Count everyone once, only once and in the right place.

- Increasingly diverse and growing population
 - 330 million people
 - Over 140 million housing units
- Mandated by Article 1, Section 2 of the U.S. Constitution
- Conducted every 10 years ending in zero since 1790
- Representation and Funding

The Census is Safe, Easy, & Important!

2020 Census – It Is Important

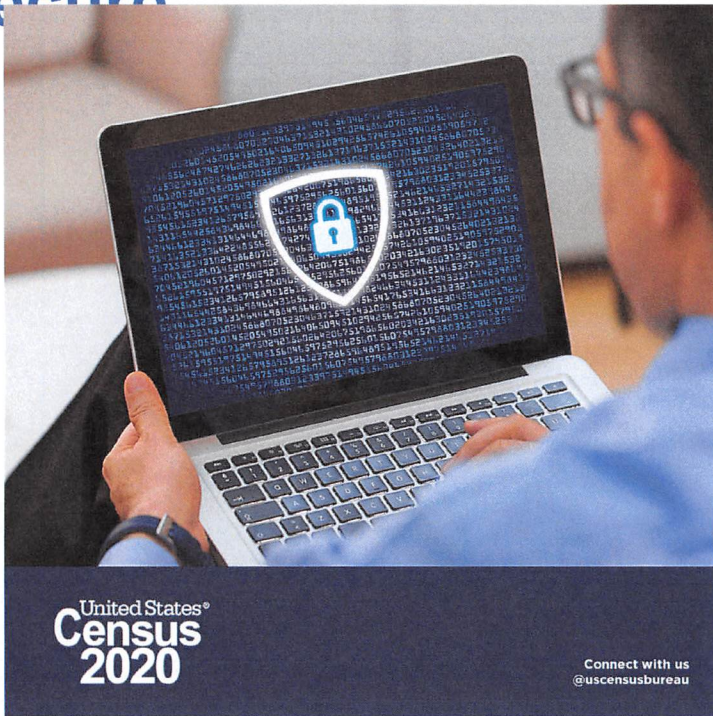
- Determines the number of seats each state has in the U.S. House of Representatives
- Defines congressional and state legislative districts, school districts and voting precincts
- Determines the annual allocation of **\$675 billion dollars in federal funding**
- Medicaid, SNAP, Hwy Planning, Section 8 Housing, Special Education Grants, S-CHIP, Title I Grants, National School Lunch Program, WIC, Head Start, Foster Care, Health Center Programs
- Provides insight to governments, business and community planning groups for planning purposes

Provides population benchmarks for nearly every other United States survey

2020 Census – It Is Safe

- Private information is never published, including names, addresses (including GPS coordinates), Social Security Numbers, and telephone numbers.
- The Census Bureau collects information to produce statistics. Personal information collected by the Census Bureau cannot be used against respondents by any government agency or court.
- Census Bureau employees are sworn to protect confidentiality for life.
- Violating Title 13 is a serious federal crime. **Violators are subject to** severe penalties, including a federal prison sentence of up to **five years, a fine of up to \$250,000, or both.**

Cybersecurity—Your Data Are Safe and Secure



Cybersecurity Focus

- From the beginning when a respondent answers to the end when the data products are released, data are encrypted, safe, and secure.
- Follow industry best practices to protect our networks from external threats and secure data inside the network.
- Advanced ability to continually identify, protect, detect, respond, and recover from possible cyber threats.
- Continuously improve our security posture.

2020 Census – It Is Easy

- Four ways to respond in 2020
 - Online
 - Phone
 - Paper
 - Personal Visit by Census Employee
- Name, age, DOB, race and origin, Hispanic origin, relationship, gender, tenure, operational questions (pop count, name, phone number, overcount, undercount)

We will never ask for:

- Your full social security number.
- Money or donations.
- Anything on behalf of a political party.
- Your full bank or credit card account numbers.

Language Support

LANGUAGE SUPPORT ONLINE, BY PHONE, BY MAIL, AS WELL AS ADVERTISING

**12 languages
(in addition to English):**

- Spanish
- Chinese
- Vietnamese
- Korean
- Russian
- Arabic
- Tagalog
- Polish
- French
- Haitian Creole
- Portuguese
- Japanese

99%

English plus these 12 languages cover 99% of all U.S. households.



Overview of Non-English Language Support

Internet Self-Response	Census Questionnaire Assistance	Language Guides (Video and Print) Language Glossaries Language Identification Card	Paper Questionnaire & Mailing Materials																																																												
<p>12 Non-English Languages</p> <p>Respondents will be able to toggle between the languages within the instrument.</p> <ul style="list-style-type: none"> Spanish Chinese Vietnamese Korean Russian Arabic Tagalog Polish French Haitian Creole Portuguese Japanese 	<p>12 Non-English Languages</p> <p>There is a separate phone number for each language. This information is included in the mailing materials.</p> <ul style="list-style-type: none"> Spanish Chinese (Mandarin and Cantonese) Vietnamese Korean Russian Arabic Tagalog Polish French Haitian Creole Portuguese Japanese 	<p>59 Non-English Languages</p> <p>Video and print language guides will be available online. Glossaries provide key terminology to bilingual staff. Language Identification Card expanded to 59 languages (50 in 2010). <i>Language listed below are in order of need (top to bottom, left to right).</i></p> <table border="0"> <tr> <td>Spanish</td> <td>Italian</td> <td>Khmer</td> <td>Tamil</td> <td>Croatian</td> </tr> <tr> <td>Chinese</td> <td>Farsi</td> <td>Nepali</td> <td>Navajo</td> <td>Bulgarian</td> </tr> <tr> <td>Vietnamese</td> <td>German</td> <td>Urdu</td> <td>Hungarian</td> <td>Twi</td> </tr> <tr> <td>Korean</td> <td>Armenian</td> <td>Romanian</td> <td>Hebrew</td> <td>Lithuanian</td> </tr> <tr> <td>Russian</td> <td>Hindi</td> <td>Telugu</td> <td>Malayalam</td> <td>Yoruba</td> </tr> <tr> <td>Arabic</td> <td>Ukrainian</td> <td>Burmese</td> <td>Swahili</td> <td>Czech</td> </tr> <tr> <td>Tagalog</td> <td>Bengali</td> <td>Punjabi</td> <td>Yiddish</td> <td>Igbo</td> </tr> <tr> <td>Polish</td> <td>Greek</td> <td>Lao</td> <td>Indonesian</td> <td>Marathi</td> </tr> <tr> <td>French</td> <td>Amharic</td> <td>Hmong</td> <td>Serbian</td> <td>Sinhala</td> </tr> <tr> <td>Haitian Creole</td> <td>Somali</td> <td>Albanian</td> <td>Tigrinya</td> <td>Slovak</td> </tr> <tr> <td>Portuguese</td> <td>Thai</td> <td>Turkish</td> <td>Ilocano</td> <td>American Sign Language</td> </tr> <tr> <td>Japanese</td> <td>Gujarati</td> <td>Bosnian</td> <td>Dutch</td> <td></td> </tr> </table>	Spanish	Italian	Khmer	Tamil	Croatian	Chinese	Farsi	Nepali	Navajo	Bulgarian	Vietnamese	German	Urdu	Hungarian	Twi	Korean	Armenian	Romanian	Hebrew	Lithuanian	Russian	Hindi	Telugu	Malayalam	Yoruba	Arabic	Ukrainian	Burmese	Swahili	Czech	Tagalog	Bengali	Punjabi	Yiddish	Igbo	Polish	Greek	Lao	Indonesian	Marathi	French	Amharic	Hmong	Serbian	Sinhala	Haitian Creole	Somali	Albanian	Tigrinya	Slovak	Portuguese	Thai	Turkish	Ilocano	American Sign Language	Japanese	Gujarati	Bosnian	Dutch		<p>Spanish</p> <p>Bilingual mailing materials and questionnaires will be sent to addresses in bilingual tracts.</p> <p>Mailings will include instructions on responding via Internet or phone in 12 non-English languages.</p> <p>During Nonresponse Followup enumerators use:</p> <ul style="list-style-type: none"> • A bilingual handheld instrument (English/Spanish) • Bilingual materials (English/Spanish) • Instructions to respond online or by phone in 12 non-English languages • Language Identification Card
Spanish	Italian	Khmer	Tamil	Croatian																																																											
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How the 2020 Census will invite everyone to respond



WHAT WE WILL SEND IN THE MAIL	
On or between	You'll receive:
March 12-20	An invitation to respond online to the 2020 Census. (Some households will also receive paper questionnaires.)
March 16-24	A reminder letter.
	If you haven't responded yet:
March 26-April 3	A reminder postcard.
April 8-16	A reminder letter and paper questionnaire.
April 20-27	A final reminder postcard before we follow up in person.

Every household will have the option of responding online, by phone, or by mail.

Every household that hasn't already responded will receive reminders and a paper questionnaire.



The Census is Safe, Easy, & Important!



Two ways you can help today as a trusted voice in the community.

- 1) Sharing the message that the Census is Safe, Easy, & Important
- 2) Promoting our 2020 Census Jobs!

<https://2020census.gov/jobs>

2020 Census Jobs

Earn extra income while helping your community.

Positions

Enumerators

Recruiting Assistants

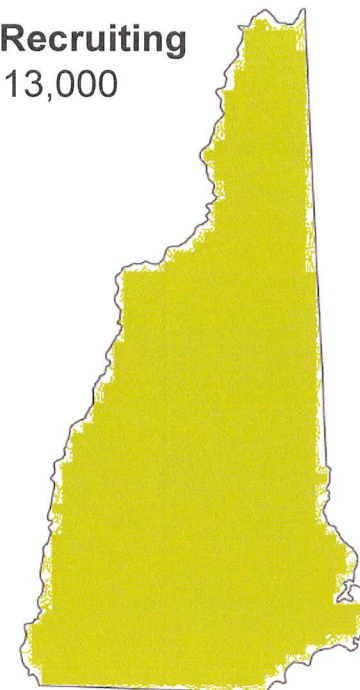
Census Field Supervisors

Office Operations Supervisor

Apply now at <https://2020census.gov/jobs>

There are a limited number of office manager positions remaining in our field offices. Interested applicants should apply through www.USAJobs.gov

2020 NH Recruiting
Goal: 13,000



Key Milestones for the 2020 Census

- August 2019 – New Statistics in Schools classroom activities available online www.census.gov/schools
- January 2020 – Advertising campaign begins
- March 2020 – Group Quarters (GQ) Enumeration begins
 - Includes college dormitories, prisons, nursing homes, service-based locations (homeless shelters, soup kitchens, mobile food vans) and homeless count
- **Mid-March 2020** – Public can begin responding online at www.2020census.gov
 - Replying by mail or phone will also be an option
- April 1, 2020 – Census Day
- Mid-May 2020 – July 2020 – Census takers go door to door
- December 31, 2020 – Tabulate Data and Release Census Results

Complete Count Committee

What is a Complete Count Committee?

A group of government and community leaders who come together to raise awareness about the 2020 Census and motivate their community members to respond.

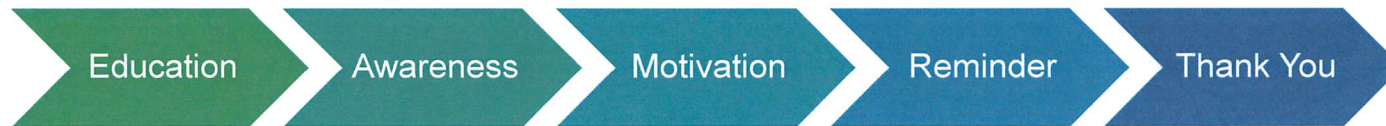
Who should be on the Complete Count Committee?

Elected leaders, school department, libraries, workforce development, immigrant organizations, faith-based leaders, senior services, community development and housing, community-based organizations, veterans services, higher education, business, media (not an exhaustive list).

How do we get started?

Appoint a chair; identify the individuals/groups to include; plan a kick-off meeting; form subcommittees to be dedicated to specific areas of need.

The 2020 Census Phases



Local governments and community leaders throughout the nation participate in activities highlighting the message that the 2020 Census is imminent and that it is easy, important and safe to participate.

- Education Phase – 2018 - 2019
- Awareness Phase – January – February 2020
- Motivation Phase – March – May 2020
- Reminder Phase – May – July 2020
- Thank You Phase – Starts July 2020

Next Steps

How WE support Partners

- Promotional Materials
 - Flyers (general and targeted)
 - Posters
 - In-language
 - Content
 - Sample message for email or blog
 - Drop in articles
 - Social media content and links
 - Graphics
- www.census.gov/partners/2020-materials
- Partnership presence
 - Connecting Partners with other partners

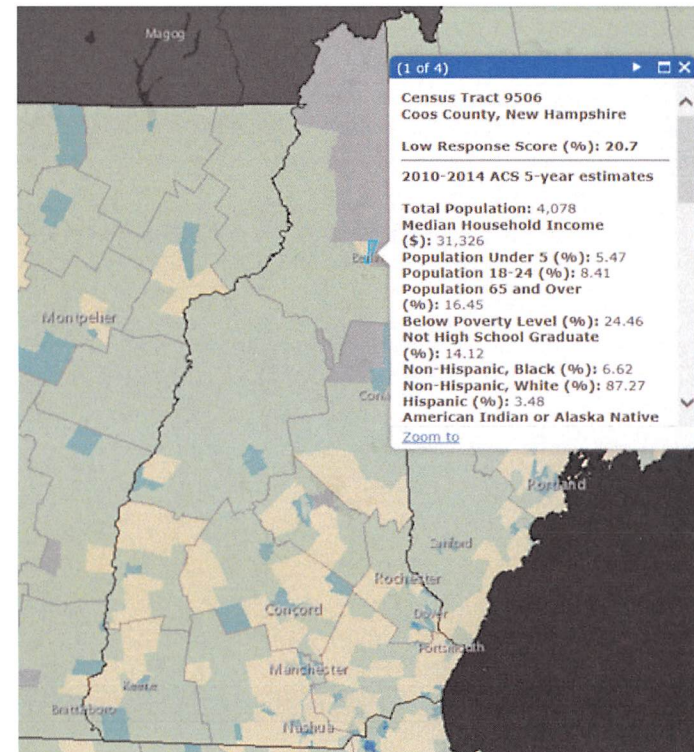
What YOU can do now!

- Share job recruitment information
- Start the Census conversation
Safe, Easy & Important
- Become a partner
- Start or join a Complete Count Committee (CCC)
- Identify opportunities to include Census messaging, materials, or invite Census staff to your event

Response Outreach Area Mapper (ROAM)

www.census.gov/roam

- Developed to identify hard-to-survey areas
- Provides a demographic and socioeconomic characteristic profile using American Community Survey (ACS) estimates
- Low Response Score (LRS) is a metric to predict the percentage of households who will not self-respond to the Decennial Census
- Darker census tracts are harder to survey than lighter census tracts



Response Outreach Area Mapper (ROAM)

Manchester NH: Census Tract 15, Hillsborough County, NH

Low Response Score (%): 31.8

Total Population: 2,732

Median Household Income (\$): 31,141

Population Under 5 (%): 9.15

Below Poverty Level (%): 32.49

Not High School Graduate (%): 30.62

Non-Hispanic, Black (%): 10.51

Non-Hispanic, White (%): 53.26

Hispanic (%): 24.41

Foreign Born (%): 31.92

No One in Household Age 14+ Speaks English "Very Well" (%): 17.82

Population 5+ Who Speak English Less Than "Very Well" and Speak Spanish (%): 12.13

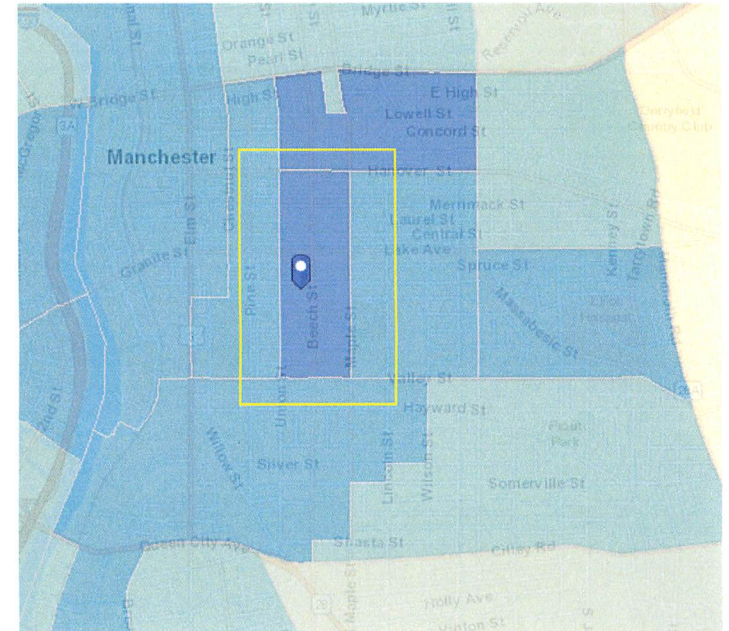
Renter Occupied Housing Units (%): 91.82

Family Occupied Housing Units with Related Children Under 6 (%): 43.97

Population 1+ Who Moved From Another Residence Within the Last Year (%): 29.21

Vacant Housing Units (%): 19.90

2020CENSUS.GOV



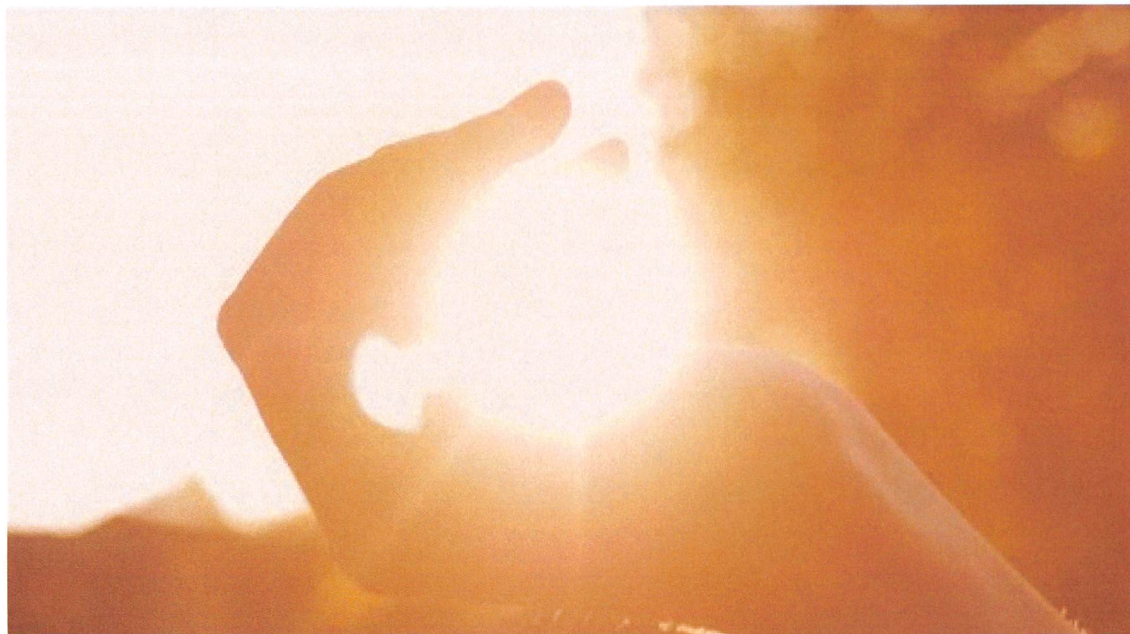
Shape
your future
START HERE >

United States
Census
2020

Data Dissemination Program

- Free Resource to YOU
- Opportunities to teach the public how to access our data
 - Data Presentations
 - Data Access Workshops and Training Sessions
 - Webinars
 - Data and Survey Inquiries
- All tools and data available at www.census.gov
 - American FactFinder
 - Census Business Builder
 - My Congressional District
 - OnTheMap

Subscribe and learn more:
www.census.gov/academy



<https://www.youtube.com/watch?v=LXJz7ZfzAuM>

Connect With Us

www.2020census.gov

or



facebook.com/uscensusbureau



twitter.com/uscensusbureau



youtube.com/user/uscensusbureau



instagram.com/uscensusbureau

Contact Us

Partnership Program

Phone: (212) 882-2130

Email: new.york.rcc.partnership@2020census.gov

Website: <https://www.census.gov/partners/2020.html>

Census Jobs

Field & Office Job Opportunities

Website: www.2020census.gov/jobs

Office Managerial Job Opportunities

Website: www.usajobs.gov

Website: www.census.gov/about/regions/new-york/jobs.html

Data Dissemination Program

Email: census.askdata@census.gov

Phone: 1-844-ASK-DATA

Website: www.census.gov/data/training-workshops.html

UNH Sustainability Fellow

2020 Sustainability Fellow / Social Innovation Intern Project Application and Partner Organization Agreement

Project Application

Organization: Town of Exeter NH
Address: 10 Front St Exeter NH 03833
Supervisor/Mentor's:
Name: Dave Sharples
Title: Town Planner
Email: dsharples@exeternh.gov
Phone: 603-773-6114

1) One Sentence Project Overview:

Response: Complete a greenhouse gas emissions inventory for municipal operations, propose targets for emission reductions and implementation strategies to meet those targets.

2) Description of Organization, Company or Agency:

Response: The Town of Exeter NH is a NH municipality with a Select Board/Town Manager (SB2) form of government. Exeter has been very active in their desire to become a more sustainable community. The Town has recently established an Energy Committee (2017), a Facilities Committee (2018), and a Sustainability Committee (2019) that are all working toward a more sustainable future for Exeter. Some projects have included an LED retrofit of the Town's streetlights, the installation of solar panels at the Department of Public Works, and examining all energy efficient options when designing new facilities such as the Recreation Complex and the Library addition.

Exeter Town staff is also committed to creating a more sustainable future and has developed several studies on the effects of climate change, sea level rise, land use planning, and has recently updated their Master Plan in 2018. The updated Master Plan includes numerous goals and objectives to be a resilient community and to allow growth in a responsible manner that promotes social well-being, wise use of natural resources and long term economic security. In an effort to keep this momentum going, the Town is seeking a motivated individual to help prepare a greenhouse gas emissions inventory and devise strategies to reduce the carbon footprint of our municipal operations. The Town will fully support the Fellow and provide them with their own workspace. The Town intends to follow up this project with a Town wide inventory at a later date.

3) Project Description:

Be sure to include project goals, anticipated outcomes, and which tangible product(s) will result from this project (e.g. a report, an event, a video, a presentation, etc.).

Response: The goal of the project is to complete a Greenhouse Gas Inventory that utilizes sound and explainable methodology and to recommend reduction targets and strategies based upon the inventory. The anticipated outcomes of the project will be to 1) conduct a municipal operations greenhouse gas inventory, 2) identify reasonably achievable targets to reduce the municipalities greenhouse gas (GHG) emissions, and 3) recommend specific implementation strategies to achieve the targets to reduce Exeter's GHG use. Tangible products will include 1) an MS Excel GHG Master Workbook, with all the formulas, emissions factors, and data source links, 2) a methodology report, 3) an Executive Summary of the project findings and 4) a televised presentation to the Select Board on the project.

4) If the proposed project is data intensive (e.g. a greenhouse gas inventory), describe your plan and timeline for acquiring the data necessary for completion of the project.

Response: The Town understands the need to collect data in a timely fashion. The supervisor/mentor has

already informed department heads of this potential project and what data will need to be gathered. If the project is approved, the Town will immediately begin pulling together all the data needed for the inventory. The Town will work with the Fellow as early in the process as they are able to get involved to insure all data is collected in an efficient manner and to avoid delays during the summer. The Town has an Energy Committee, a Sustainability Committee and a Facilities Committee that can be utilized to help in this effort. Through the CIP program, the Town has recently started tracking all vehicles and equipment using a tracking sheet for each piece that has information such as age, mileage, hours run, etc. that can be helpful in the data collection process. In summary, the Town is committed to this project and will provide the Fellow all necessary data the Town has in its possession in a timely manner.

5) What specialized skills, degrees, or experiences would Fellow(s)/Intern(s) need to succeed in the proposed project, and in your organization?

Response: The ideal candidate would have knowledge of greenhouse gas emissions inventories and understand the effect of greenhouse gasses on the climate. She/he would also possess excellent public speaking skills and be a self-motivated individual.

6) What skills/expertise will potential Fellow(s)/Intern(s) gain from this project with your organization?

Response: The Fellow would complete a municipal operation greenhouse gas emissions inventory for the Town of Exeter NH. The Fellow would gain a solid understanding of municipal operations as the work would involve all municipal departments of the Town. The Fellow would gain experience dealing in a municipal environment that would include interactions with Town staff, volunteer boards and commissions, and elected officials.

7) Describe how this project is likely to catalyze long-term, substantial change, and/or provide a replicable model for other organizations to use.

Response: Exeter NH has always been on the forefront in addressing social, environmental and economic issues. The Town recognizes the need to address climate change impact and has conducted several studies that are being used to formulate strategies to become a more resilient community. This particular project will allow the community to understand its day to day energy use and to implement ways to reduce the Town's carbon footprint in the coming years. It is expected that other towns and/or organizations can follow this lead and implement a similar strategy and program. This project will also be a model for Exeter's citizenry by showing them that the town can lead by example and by providing residents and the business community with strategic measures to reduce their own carbon footprint.

8) Why should an exceptional sustainability-oriented student choose this project – what makes it special?

Response: Exeter is a special place with a motivated and diverse citizenry. A sustainability-oriented student will find a wide breadth of support from the community on the issue of sustainability. For example, the Town has had an energy committee for several years and recently formed a sustainability committee to further advance the Town toward a more sustainable future. The Fellow will also receive day to day support from the supervisor/mentor for the project who has a solid understanding of the social, environmental and economic issues surrounding sustainability. The supervisor/mentor possesses a graduate degree in Urban and Environmental Policy and Planning from Tufts University and over 15-years of experience working at the municipal level and implementing numerous sustainability initiatives in multiple communities. A quality work place environment, an experienced mentor and a motivated and engaged citizenry will allow the Fellow to flourish and highlight their skills in a municipal setting.

Partner Organization Agreement

My organization would like to be considered to host:

One student:

- One UNH Sustainability Fellow
- One Social Innovation Intern
- Either one Sustainability Fellow OR one Social Innovation Intern

Multiple students:

Host sites are encouraged to consider hosting multiple students, and in particular, a combination of Fellows and Interns. In our experience, both the project's impact and the students' experience benefit substantially from this arrangement.

My preference for multiple students is as follows:

Partner Agreement:

I have read, and understand, what is expected of a Partner Organization, and am authorized to commit to these requirements on behalf of my organization.

- [Social Innovation Internship Host Site Expectations](#)
- [Sustainability Fellowship Host Site Expectations](#)

I agree that the Fellowship Mentor/Social Innovation Internship Supervisor from my site (or a proxy on my behalf) will (*check each*):

- Submit position description and high-resolution company/organization logo by January 13.
- Provide input on Fellow/Intern selection.
- Be accessible on a day-to-day basis, and reserve at least one hour per week to meet with Sustainability Fellow/Social Innovation Intern.
- Encourage Fellow/Intern's participation in weekly training, networking, and development activities.
- Provide a workspace, computer, phone, and other necessary project-related resources for the Fellow/Intern (including support for project-related travel).
- Provide a written evaluation at the end of the summer.

For Sustainability Fellow Sites Only:

- Submit draft workplans, and final workplan by April 30.
- Attend Orientation in Durham (May 27, 2020).
- Attend either Mid-term (July 10, 2020) or Final (August 7, 2020) Presentations in Durham.
- Participate in 2-3 coordination calls and provide 2 written updates.

For Social Innovation Internship Sites Only:

- Attend the End of Summer Showcase (July 23, 2020) presentations in Durham.

Check here if the potential Fellow(s)/Intern(s) will require personal vehicle(s) for project-related travel. Fellow(s)/Intern(s) will be reimbursed by host organization at standard mileage rates for project-related travel using personal vehicles.

If required by law, my organization is an Equal Opportunity Employer and has an Anti-Discrimination Policy in place, and we understand that [UNH has a Discrimination and Discriminatory Harassment Policy](#) in place as well. Any incidents of discrimination or discriminatory harassment involving a Social Innovation Intern or Sustainability Fellow will be reported without delay to UNH (contact info below).

Continues on next page -

Match Agreement:

- I am authorized to invest \$5,000 per student to support the work of Sustainability Fellow(s)/Social Innovation Intern(s) at my organization. **OR**
- My organization would like to apply for a grant to reduce the matching cost. Check all that apply:
 - This would be the first UNH Sustainability Fellow/Social Innovation Intern for my organization.
 - My organization is a non-profit.
 - My organization is a small municipality (pop. less than 50,000).
 - My organization is a start-up.
 - I am submitting on behalf of a New England Municipal Sustainability Network Working Group.
 - My organization has limited resources (please explain below).
 - I am authorized to commit to providing \$ in matching costs to support the work of a Sustainability Fellow/Social Innovation Intern at my organization.

For Sustainability Fellows Sites Only:

- My organization will provide the match contribution to UNHSI by May 1. **OR**
- My organization would like to request a modified payment schedule as such:

For Social Innovation Intern Sites Only:

- My organization will hire the selected Social Innovation Intern as a temporary employee and pay the Intern \$4,000 for their work over the course of the internship term.
- My organization will contribute \$1,000 toward the operation of the Social Innovation Internship program, which will be paid to Changemaker Education by May 1. **OR**
- My organization would like to request a modified payment schedule as such:



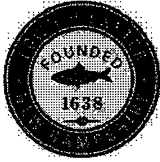
Signature

12/3/19
Date

Questions?

Contact Megan Carney for Sustainability Fellowship information at megan.carney@unh.edu.
Contact Faina Bukher for Social Innovation Internship information at faina.bukher@unh.edu.

Swasey Parkway/Property Use Updates and Report



EXETER PARKS & RECREATION

32 COURT STREET • EXETER, NH • 03833 • (603) 773-6151 • www.exeternh.gov



Rules for Use of Swasey Parkway

The purpose of the guidelines is to assure the safety and pleasure of the recreational users of the Parkway and the preservation of the grounds and structures. The Parkway is open to the public, citizens, and non-citizens of the Town of Exeter. The green space and walkway are the responsibility of the Trustees of Swasey Parkway. The public roadway is the responsibility of the Select Board of the Town of Exeter. We are all its caretakers.

- Open hours are from dawn to dusk; year-round.
- Abuse, destruction or defacing of property within the Parkway is strictly forbidden.
- Swasey Parkway is a carry-in, carry-out area. Littering is prohibited.
- Signs are prohibited.
- The distribution of posters and handbills is prohibited.
- Dogs and other pets are prohibited.
- The use of tent stakes is not permitted.
- The use of bicycles, skateboards and other such vehicles is limited to the street only.
- Nothing is to be attached to the trees or shrubs; either permanently or temporarily.
- There can be no removal of trees or shrubs or any part of these except with the permission of the Trustees.
- Design, construction and planting decisions are made by consultation with the Trustees.
- The Pavilion use along with any planned activity in the parkway must have approval by the Parks and Recreation Department by permit.
- No individual or group may charge for the use, or fenced in areas, of Swasey Parkway except for events in which state law requires containment, such as for events that sell alcoholic beverages. In addition, permits for such events must be issued by the Town of Exeter. Fines for nonadherence to these rules are administered according to Town ordinances.

The Trustees of Swasey Parkway are grateful to the many who take a proprietary interest in preserving and maintaining Swasey Parkway. We all owe it to future generations to care for this special place.

CATEGORY	EVENT DETAILS	FEES
Exeter Residents & Exeter Organizations: can reserve the parkway 12 months prior to their proposed date.		
Non-residents: can reserve the Parkway 11 months prior to their proposed date.		
Non-Profit	One- Day Event: A single organization may only rent the parkway for up to 6 dates per calendar year.	\$100/per date
For Profit	One-Day Event: A single organization may only rent the parkway for up to 6 dates per calendar year.	\$200/per date
	Farmers Market (Seacoast Growers Association): Meets weekly on Thursdays, from April to October. The approval and designated fee for this rental will be reviewed annually.	\$1,200/per year

Exeter Opt In Status re: Refugee Resettlement

PORTSMOUTH -- The state's refugee coordinator has clarified that only the cities of Manchester, Concord and Nashua will need to "opt-in" to accepting refugees under a new Trump executive order.

Barbara Seebart, who works for the state refugee program out of the Department of Health and Human Services, said those three cities are the only places in New Hampshire where agencies currently do initial resettlement. On Friday, she noted "nowhere else" in the state will need to act upon the refugee consent, which is due to the federal government by Dec. 20.

Last week, Gov. Chris Sununu issued a notice of state-level consent in response to President Trump's Executive Order 13888 -- "On Enhancing State and Local Involvement in Resettlement" -- for an initial refugee resettlement in the state. The municipal-level decision then falls on the elected representatives of New Hampshire's three major cities.

Per federal guidance, Manchester, Concord and Nashua have until Dec. 20 to submit their letters of consent. The Sept. 26 executive order states refugees will only be resettled in "jurisdictions in which both the state and local governments have consented to receive refugees under the Department of State's Reception and Placement Program."

The resettlement "opt-in" was unclear across the Seacoast earlier this week following Sununu's consent announcement, but ultimately, no communities other than Manchester, Concord and Nashua will have to take any action, as they are the only locations where initial resettlement takes place by agencies like the International Institute of New Hampshire, Interfaith Refugee Resettlement Program and Ascentria Care Alliance.

The Manchester Board of Alderman voted this week to back Mayor Joyce Craig in continuing to accept refugees. Concord Mayor Jim Bouley told the Concord Monitor he expects to get approval from the City Council on Monday, Dec. 9.

A total of 3,177 refugees -- a large majority from Africa and Asia -- have been resettled in New Hampshire since fiscal year 2011.

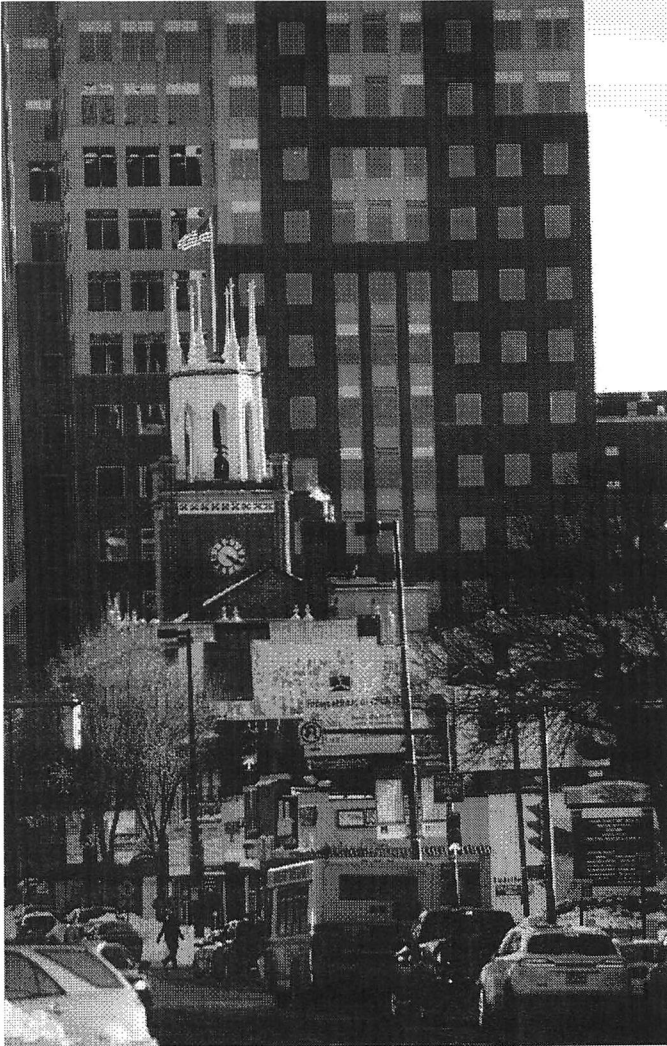
Aldermen Vote To Support Refugee Resettlement In Manchester

By [SARAH GIBSON](#) · DEC 4, 2019

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CREDIT ALLEGRA BOVERMAN FOR NHPR

Manchester's Board of Aldermen has given approval for the federal government to support refugee resettlement in the city.

President Trump issued an order earlier this fall requiring states and local municipalities to opt in by before federal funds go to support refugee resettlement agencies there. Governor Chris Sununu gave state-level consent last month. Municipalities have until December 20th to opt in.

The board of alderman in Manchester voted on Tuesday to do just that.

The two refugee resettlement agencies in the city expect to help resettle about 50 refugees next year - that's about a third of the number resettled this year, and far below the numbers settled ten years ago.

The decline is part of a national trend, as the federal government lowers the refugee cap each year.

Concord and Manchester have taken the bulk of the state's refugees. Concord Mayor Jim Bouley told the [Concord Monitor](#) he expects to get approval from the City Council on Dec. 9.

TAGS:

CONCORD, N.H. (AP) -- New Hampshire Gov. Chris Sununu has consented to receiving refugees at the state level, in response to an executive order from President Donald Trump that requires consultation with states and municipalities about the settlement of refugees in specific areas.

Trump issued the order in September saying the federal government should resettle refugees only in those jurisdictions in which both the state and local governments have consented to receive refugees.

Sununu, a Republican, said Friday his administration will work closely with area agencies to ensure that those who are resettled in New Hampshire have the chance to become “hardworking members of our local communities.”

New Hampshire municipalities can now opt-in to accept refugees.

Opponents to Trump’s executive order say it violates federal law.

DOVER — The City Council is slated to vote on a resolution by Mayor Karen Weston to allow refugee resettlement in the city.

Weston said the resolution scheduled to be voted on at Wednesday's council meeting will include a provision that calls for state and federal governments to continue to assume financial responsibility for any refugees who comes to Dover past the typical seven-month cutoff.

In the past, any municipality that agreed to accept refugees as part of their resettlement would be responsible for subsidizing the costs for caring for them after seven months had elapsed, Weston said.

“With federal guidelines in the past, after seven months, the responsibility would go to the taxpayers of Dover. We just couldn't afford that,” said Weston, the city's outgoing mayor.

Weston said she spoke to Gov. Chris Sununu and Barbara Seebart, the state's refugee coordinator, about how Dover could volunteer to accept refugees into the city.

Manchester, Concord and Nashua are the only municipalities who need to “opt-in” to accepting refugees under a new Trump executive order, Seebart has said.

Dover's resolution, if approved, would authorize “the city manager to provide written consent to the initial refugee resettlement in the city.”

Weston stressed Dover has “always welcomed people into the city.”

“We have an immigration heart, which were always proud of,” Weston said. “Once these people transition here, they could help fill some of the jobs where we have low unemployment.”

As long as the resolution contains the provision where federal and state governments retain the financial responsibility for the refugees, “I think people will be accepting of that,” the mayor said.

“If it can relieve the burden on the taxpayers, I can't believe folks wouldn't welcome it,” she said when asked how she expects the council to vote on the resolution.

A total of 3,177 refugees — a large majority from Africa and Asia — have resettled in New Hampshire since fiscal year 2011.

The City Council is scheduled to meet at 7 p.m. Wednesday in City Council Chambers in City Hall.

FY20 Budget and Warrant Articles Discussion

Town General Fund Budgets – Last 4 years

Year	Town Budget	% Increase over Prior Year	\$ Increase over Prior Year
2020	\$19,691,280	3.27%	\$624,423
2019	\$19,066,857	2.25%	\$420,213
2018	\$18,646,644	2.81%	\$509,218
2017	\$18,137,426	3.19%	\$560,691

*2020 number is 3.00% increase compared to adjusted FY19 budget of \$19,117,426. Difference between adjusted budget and FY20 budget is \$573,854.

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager
RE: FY20 Budget Updates
DATE: December 16th, 2019

For your use in reviewing the budget, we have summarized various notable increases to the budget. The FY20 general fund budget is currently a 3.27% increase over FY19. The FY20 general fund budget is a 3.00% increase over the FY19 adjusted budget (budget article, plus voter approved collective bargaining agreement roll ups). General Fund appropriations (exclusive of fund balance articles) are a 3.22% increase over FY19 at this stage of the budget process.

The FY20 water fund budget is \$3,553,598, an 8.27% increase over FY19. The FY20 sewer budget is \$7,688,131, a 170.5% increase over FY19 (a result of the new Wastewater Facility operational costs, as well as the first year full SRF loan payment on the new facility due in December, 2020).

General Fund Budget Notes

- More elections in 2020 (presidential election year, primary plus general elections, plus town election);
- Necessary upgrading of Vision software for assessing;
- IT audit, email filtering/archiving, software updates;
- DPW Administration/Engineering - \$25,000 for initial DPW design/engineering of garage update;
- DPW Highways/Streets – Tamarind Lane culvert replacement project - \$23,000, one time signalization improvement for Hampton Road crosswalk - \$7,000;
- Solid waste contractual increases including recycling costs – \$39,880; Household Hazardous Waste Collection increase of \$10,000 (revenue offset)
- Landfill monitoring increases - \$20,000 for additional monitoring;
- Snow removal budget increases;
- Recreation senior service program initiative (\$7,500);
- Contract cleaning twice per week for Parks/Recreation Building (see Maintenance contract services, increase of \$11,000);
- Restore worker’s compensation budget to FY18 level (premium holiday of 115K in FY19).

Town of Exeter							
2020 Preliminary Budget Summary							
Version #3: SB							
Last Update: December 10, 2019							
DEPARTMENT	2018 Actual	2019 Budget	YTD Expense Actuals as of 10/31/19	2020 BRC Budget	2020 SB Budget	2020 SB Budget vs. 2019 Budget \$ Increase/- (Decrease)	2020 SB Budget vs. 2019 Budget % Difference
General Fund Appropriations							
General Government							
Select Board	26,632	23,981	19,759	22,981	22,981	(1,000)	-4.17%
Town Manager	227,287	235,817	205,825	244,451	244,451	1,683	0.71%
Human Resources	87,182	119,385	85,544	150,748	150,748	31,363	26.27%
Transportation	9,083	1	-	1	1	-	0.00%
Legal	90,577	80,000	57,837	80,000	80,000	-	0.00%
Information Technology	206,930	230,029	161,593	252,061	254,861	24,832	10.80%
Trustees of Trust Funds	891	891	891	891	891	-	0.00%
Town Moderator	538	861	189	1,319	1,319	458	53.13%
Town Clerk	348,438	351,014	289,444	353,739	353,739	2,726	0.78%
Elections/Registration	18,077	11,759	9,622	30,601	30,601	18,842	160.23%
Total General Government	1,015,636	1,053,738	830,704	1,136,792	1,139,592	78,903	7.5%
Finance							
Finance/Accounting	296,833	309,750	273,278	329,674	329,674	19,925	6.4%
Treasurer	9,592	11,069	7,945	9,792	9,792	(1,277)	-11.5%
Tax Collection	103,714	113,820	91,653	115,581	115,812	1,993	1.8%
Assessing	214,734	223,257	196,365	254,540	253,610	30,353	13.6%
Total Finance	624,873	657,894	569,241	709,587	708,888	50,994	7.8%

Town of Exeter							
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DEPARTMENT	2018 Actual	2019 Budget	YTD Expense Actuals as of 10/31/19	2020 BRC Budget	2020 SB Budget	2020 SB Budget vs. 2019 Budget \$ Increase/- (Decrease)	2020 SB Budget vs. 2019 Budget % Difference
Planning & Building							
Planning	233,316	260,451	204,046	268,330	268,330	7,879	3.0%
Economic Development	138,237	144,879	118,059	151,341	151,341	6,462	4.5%
Inspections/Code Enforcement	248,502	257,966	216,656	265,855	265,855	7,889	3.1%
Conservation Commission	7,060	10,039	7,758	10,039	10,039	-	0.0%
Sustainability Advisory Committee	-	-	-	-	-	-	
Zoning Board of Adjustment	4,262	4,320	3,154	4,326	4,326	5	
Historic District Commission	1,509	11,817	23,176	11,825	11,825	8	0.1%
Heritage Commission	265	988	484	892	892	(96)	-9.7%
Total Planning & Building	633,150	690,461	573,333	712,608	712,608	22,147	3.2%
Public Safety							
Police	3,193,831	3,319,225	2,556,262	3,395,389	3,380,849	61,623	1.9%
Fire	3,604,030	3,768,283	2,930,496	3,871,651	3,863,237	94,954	2.5%
Communications	388,316	447,529	299,761	417,082	417,082	(30,447)	-6.8%
Health	126,808	133,209	113,515	135,010	135,010	1,801	1.4%
Total Public Safety	7,312,984	7,668,247	5,900,034	7,819,133	7,796,178	127,931	1.7%
Public Works - General Fund							
Administration & Engineering	374,005	377,824	340,070	413,659	412,348	34,524	9.1%
Highways & Streets	1,774,204	2,065,465	1,707,709	2,110,977	2,121,046	55,581	2.7%
Snow Removal	337,463	314,632	292,822	334,555	334,555	19,924	6.3%
Solid Waste Disposal	1,199,037	1,252,517	915,573	1,324,764	1,324,764	72,247	5.8%
Street Lights	171,408	170,340	129,763	170,340	170,340	-	0.0%
Stormwater	36,591	60,000	4,037	60,000	60,000	-	0.0%
Total Public Works - General Fund	3,892,708	4,240,778	3,389,974	4,414,295	4,423,053	182,275	4.3%

Town of Exeter							
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Last Update: December 10, 2019							
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Maintenance							
General	404,142	502,890	412,346	527,219	527,219	24,330	4.8%
Town Buildings	249,337	270,344	238,800	289,424	289,424	19,080	7.1%
Maintenance Projects	15,415	100,000	54,454	100,000	100,000	-	0.0%
Mechanics/Garage	209,862	263,580	142,149	262,509	275,423	11,843	4.5%
Total Maintenance	878,757	1,136,814	847,748	1,179,152	1,192,066	55,252	16.4%
Welfare & Human Services							
Welfare	76,008	68,171	54,004	73,052	73,052	4,881	7.2%
Human Services	107,500	106,625	63,844	103,805	103,805	(2,820)	-2.6%
Total Welfare & Human Services	183,508	174,796	117,848	176,857	176,857	2,061	1.2%
Parks & Recreation							
Recreation	307,483	317,076	263,391	345,668	344,410	27,334	8.6%
Parks	209,829	221,299	193,308	218,182	218,182	(3,117)	-1.4%
Total Parks & Recreation	517,312	538,375	456,699	563,850	562,592	24,217	4.5%
Other Culture/Recreation							
Other Culture/Recreation	23,854	17,002	9,239	17,000	17,000	(2)	0.0%
Special Events	15,439	15,000	14,892	15,000	15,000	-	0.0%
Total Other Culture/Recreation	39,293	32,002	24,131	32,000	32,000	(2)	0.0%
Public Library							
Library	1,014,633	1,024,921	847,063	1,032,905	1,032,905	7,984	0.8%
Total Library	1,014,633	1,024,921	847,063	1,032,905	1,032,905	7,984	0.8%

Town of Exeter							
2020 Preliminary Budget Summary							
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Debt Service & Capital							
Debt Service	1,013,461	1,045,774	1,042,757	1,028,140	1,055,140	9,366	0.9%
Vehicle Replacement/Lease	623,837	521,668	354,028	416,907	416,907	(104,761)	-20.1%
Misc. Expense	7,006	4	3,791	4	4	-	0.0%
Cemeteries	-	1	-	1	1	-	0.0%
Capital Outlay - Other	3,570	4,501	6,384	4,251	4,251	(250)	-5.6%
Total Debt Service & Capital	1,647,874	1,571,948	1,406,960	1,449,303	1,476,303	(95,645)	-6.1%
Benefits & Taxes							
Health Insurance Buyout/Sick Leave/Flex Spending	214,900	137,059	162,556	163,602	161,552	24,493	18.0%
Insurance Reserves	-	-	-	-	-	-	0.0%
Unemployment	-	3,456	3,456	3,663	3,663	207	6.0%
Worker's Compensation	203,293	121,787	121,787	207,783	207,783	85,996	70.6%
Insurance	93,532	65,020	67,494	65,240	65,240	220	0.3%
Total Benefits & Taxes	511,725	327,322	355,293	440,288	438,238	110,916	0.6%
Total GF Operating Budget	18,272,453	19,117,296	15,319,029	19,666,768	19,691,280	567,032	3.0%

Town of Exeter							
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Other Appropriations - Warrant Articles							
Sidewalk Program	20,000	60,000	60,000	60,000	60,000		
Snow/Ice Deficit Fund	50,000	50,000	50,000	50,000	50,000		
Sick Leave Expendable Trust Fund	100,000	100,000	100,000	100,000	100,000		
Portable Radios	72,098						
Swasey Pkwy CRF	7,500						
Cemetery Capital Reserve Fund	27,000						
Intersection Improvements Program		50,000	-				
ADA Accessibility CRF		35,000	-				
Parks & Rec CRF		100,000	39,441	100,000	100,000		
Dispatch Communication upgrade		153,451	99,186				
Public Safety Study		50,000	29,700				
Pickpocket Dam Reclassification		40,000	-	110,000	110,000		
Great Bridge Deficit Funding		173,774	173,774				
Swasey Parkway Maint Fund		24,000	24,000				
LED Streetlight Repl		187,818	178,691				
Town wide Vehicle Replacements				147,872	147,872		
Conservation Fund Appropriation				50,000	50,000		
Communications Repeater Site Impr				78,792	78,792		
Westside Drive Design/Engineering				100,000	-		
DPW Facility/Garage Design				-	-		
6 Wheel Dump and Plow Truck				-	-		
Total Other Approp.-WAR	276,598	1,024,043	754,792	796,664	696,664	-	
Borrowing Other							
Library Renovation/Expansion		4,505,885					
Salem St Design Engineering		30,000					
Recreation Park Renovation Design & Engineering		250,000					
Salem St. Area Utility Replacements							
Recreation Park Renovation				12,704,600	-		
Total Borrowing Other	-	4,785,885	-	12,704,600	-	-	
Total GF & WAR & Borrowing	18,549,051	24,927,224	16,073,821	33,168,032	20,387,944	567,032	2.3%

Town of Exeter							
2020 Preliminary Budget Summary							
Version #3: SB							
Last Update: December 10, 2019							
DEPARTMENT	2018 Actual	2019 Budget	YTD Expense Actuals as of 10/31/19	2020 BRC Budget	2020 SB Budget	2020 SB Budget vs. 2019 Budget \$ Increase/- (Decrease)	2020 SB Budget vs. 2019 Budget %- Difference
Water Fund							
Administration	336,333	367,994	274,014	393,870	394,455	26,461	7.2%
Billing and Collection	156,397	165,173	131,411	179,408	179,524	14,351	8.7%
Distribution	814,188	805,979	626,961	845,402	836,595	30,616	3.8%
Treatment	757,017	743,226	581,486	813,283	813,283	70,057	9.4%
Debt Service	1,119,250	1,062,113	1,150,156	1,164,650	1,164,650	102,537	9.7%
Capital Outlay	43,698	137,572	42,881	170,652	165,091	27,519	20.0%
Total WF Operating Budget	3,226,883	3,282,057	2,806,908	3,567,264	3,553,598	271,540	8.3%
Other Appropriations - Warrant Articles							
Salem St. Area Utility Replacements		150,000					
Groundwater/Surface Water: Well Permit/Test/Design				200,000	200,000		
Hampton Road Booster Station Design				-	-		
Total Other Appropriations	-	150,000	-	200,000	200,000	-	
Total Water Fund Appropriations	3,226,883	3,432,057	2,806,908	3,767,264	3,753,598	271,540	7.9%

Town of Exeter							
2020 Preliminary Budget Summary							
Version #3: SB							
Last Update: December 10, 2019							
DEPARTMENT	2018 Actual	2019 Budget	YTD Expense Actuals as of 10/31/19	2020 BRC Budget	2020 SB Budget	2020 SB Budget vs. 2019 Budget \$ Increase/- (Decrease)	2020 SB Budget vs. 2019 Budget % Difference
Sewer Fund							
Administration	313,061	390,983	298,409	418,944	419,529	28,546	7.3%
Billing and Collection	153,319	162,398	128,154	176,183	176,299	13,901	8.6%
Collection	606,808	665,456	459,253	716,779	707,972	42,516	6.4%
Treatment	570,417	924,358	654,511	1,415,245	1,415,245	490,886	53.1%
Debt Service	669,233	576,124	576,143	4,848,995	4,848,995	4,272,871	741.7%
Capital Outlay	130,573	127,571	34,158	125,653	120,091	(7,480)	-5.9%
Total SF Operating Budget	2,443,410	2,846,891	2,150,628	7,701,799	7,688,131	4,841,241	170.1%
Other Appropriations - Warrant Articles							
Salem St. Area Utility Replacements		145,000					
Squamscott River Sewer Siphons				1,600,000	1,600,000		
Folsom Street PS Rehabilitation				150,000	150,000		
Westside Drive Design/Engineering					100,000		
Total Other Appropriations	-	145,000	-	1,750,000	1,850,000		
Total Sewer Fund Appropriations	2,443,410	2,991,891	2,150,628	9,451,799	9,538,131	4,841,241	161.8%

Town of Exeter								
2020 Preliminary General Fund Budget								
Version #3: SB								
Last Update: December 10, 2019								
Org	Object	Description	2018 Actual	2019 Budget	YTD Expense Actuals as of 10/31/19	2020 BRC Budget	2020 SB Budget	Explanation
GENERAL FUND								
General Government								
Select Board								
01413010	51000	SB- Sal/Wages Elected	16,000	16,000	13,333	16,000	16,000	\$3K each 4-Select Person, \$4K for 1- Chair Person
		Salaries Total	16,000	16,000	13,333	16,000	16,000	
01413010	52120	SB- Life Insurance	34	255	9	255	255	
01413010	52200	SB- FICA	992	992	744	992	992	Based on wages: 6.2%
01413010	52210	SB- Medicare	232	232	174	232	232	Based on wages: 1.45%
		Benefits Total	1,258	1,479	927	1,479	1,479	
01413010	55055	SB- Consulting Services	-	1,000	-	1,000	1,000	Expenses related to tax deeded properties, other services
01413010	55050	SB- Conf/Room/Meals	242	500	-	500	500	NHMA seminars, mileage reimbursement
01413010	55106	SB- Equipment Purchase	-	1	3,012	1	1	Placeholder for equipment needs
01413010	55267	SB-Signs	4,580	1	53	1	1	Sign for the Town Office
01413010	55273	SB- Special Expense	4,552	5,000	2,434	4,000	4,000	Proclamations, recognitions, special events for committees, E911 Committee activities
		General Expenses Total	9,374	6,502	5,499	5,502	5,502	
		Select Board Total	26,632	23,981	19,759	22,981	22,981	V
Town Manager								
01413011	51110	TM- Sal/Wages FT	164,552	169,581	136,979	172,832	172,832	2 FT: Town Mgr and Executive Assistant
01413011	51200	TM- Sal/Wages PT	4,566	3,800	13,758	7,500	7,500	2 PT: Recording secretaries @ \$15 per hour (BOS/BRC meetings), Intern \$2,500
		Salaries Total	169,118	173,381	150,737	180,332	180,332	
01413011	52100	TM- Health Insurance	44,701	47,513	36,786	51,646	51,646	Premium increase 8.7%
01413011	52110	TM- Dental Insurance	3,575	3,575	2,722	3,800	3,800	Premium increase 3.9%
01413011	52120	TM- Life Insurance	257	190	233	162	162	Premium decrease
01413011	52130	TM- LTD Insurance	1,275	1,298	1,313	1,148	1,148	Premium decrease
01413011	52200	TM- FICA	9,991	10,750	8,543	11,181	11,181	Based on wages: 6.2%
01413011	52210	TM- Medicare	2,337	2,514	1,999	2,615	2,615	Based on wages: 1.45%
01413011	52300	TM- Retirement Town	18,726	19,118	14,959	19,305	19,305	Based on wages: 11.17%
		Benefits Total	80,861	84,958	66,555	89,857	89,857	

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01413011	55198	TM - Office Equipment Leases	9,438	10,000	9,105	10,000	10,000	Postage Machine lease, copier leases Town Office/Planning (from off. Equip)
01413011	55200	TM- Supplies	2,616	3,600	3,946	3,600	3,600	Supplies for town offices (paper, etc.)
01413011	55224	TM- Postage	257	150	638	150	150	TM office postage needs (Reserve moved to GG)
01413011	55246	TM- Reference Material	-	200	-	200	200	NHMA, ICMA publications
01413011	55212	TM - Phone Reimbursement	1,380	1,380	1,150	1,380	1,380	Reimbursement for phone (TM, EA- 50/50 split with Welfare)
01413011	55088	TM- Dues	15,210	15,250	15,816	16,000	16,000	NHMA (townwide), ICMA (TM), MMANH (TM) annual dues
01413011	55302	TM- Town Report Expense	2,240	2,400	2,220	2,400	2,400	Printing of annual Town Report (Select Print Solutions)
01413011	55171	TM- Legal/Public Notices	1,347	500	693	500	500	Budget/bond notices, public hearings, CDBG hearings
01413011	55291	TM- Subscriptions	214	260	95	260	260	Exeter News-Letter, Portsmouth Herald
01413011	55058	TM- Contract Services	2,850	4,000	-	2,000	2,000	Vacation coverage and temp assistance for Ex Asst
01413011	55308	TM- Travel Reimbursement	218	500	319	500	500	Mileage reimbursement for TM/EA
01413011	55091	TM- Education/Training	-	500	-	500	500	
01413011	55050	TM- Conf/Room/Meals	2,577	2,000	2,027	2,000	2,000	ICMA conference, MMANH/Primex conference, seminars
01413011	55106	TM- Equipment Purchase	399	300	196	300	300	Small equipment (file cabinet, other)
01413011	55128	TM- Fuel	46	-	-	1	1	Unreimbursed fuel expense
		General Expenses Total	38,792	41,040	36,205	39,791	39,791	
01413011	55998	TM- Due from Water Fund	(30,742)	(31,781)	(23,836)	(32,764)	(32,764)	12.5% water fund
01413011	55999	TM- Due from Sewer Fund	(30,742)	(31,781)	(23,836)	(32,764)	(32,764)	12.5% sewer fund
		Due from Water/Sewer Funds	(61,484)	(63,561)	(47,672)	(65,529)	(65,529)	
		Town Manager Total	227,287	235,817	205,825	244,451	244,451	V
Human Resources								
01415515	51110	HR- Sal/Wages FT	68,054	70,134	59,402	72,742	72,742	1 FT: Human Resource Director
01415515	51200	HR- Sal/Wages PT		19,515	9,900	31,451	31,451	1 PT: Human Resource Assistant (29 hr/wk) FY wages
01415515	55371	HR- Wage Reclassifications		6,000	-	21,890	21,890	Wage adjustments/classifications
		Salaries Total	68,054	95,649	69,302	126,083	126,083	
01415515	52100	HR- Health Insurance	16,556	17,597	15,229	19,128	19,128	Premium increase 8.7%
01415515	52110	HR- Dental Insurance	988	1,011	842	1,050	1,050	Premium increase 3.9%
01415515	52120	HR- Life Insurance	126	126	115	108	108	Premium decrease
01415515	52130	HR- LTD Insurance	756	770	779	684	684	Premium decrease
01415515	52200	HR- FICA	4,045	5,930	3,944	7,817	7,817	Based on wages: 6.2%
01415515	52210	HR- Medicare	946	1,387	921	1,828	1,828	Based on wages: 1.45%
01415515	52300	HR- Retirement Town	7,745	10,162	6,381	10,570	10,570	Based on wages: 11.17%
		Benefits Total	31,162	36,983	28,211	41,186	41,186	

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01415515	55200	HR- Supplies	412	500	683	775	775	Office supplies and remote access software
01415515		HR- Office Equipment				200	200	Shredder for Office
01415515	55246	HR- Reference Materials	326	400	300	400	400	Books, postings and information booklets
01415515	55055	HR- Consulting Services	-	1	-	1	1	Update job descriptions and pay classifications
01415515	55226	HR- Pre-Employment Screening	494	600	-	600	600	Pre-employment Expenses
01415515	55190	HR-Mobile Communications	360	360	210	360	360	Cell Phone Reimbursement for HR Director
01415515	55099	HR- Employee Notices	944	1,500	975	1,500	1,500	Posting of open job positons
01415515	55097	HR- Employee Relations	1,895	1,500	825	1,500	1,500	Benefits Fair, employee service and recognition
01415515	55088	HR- Dues	353	355	207	504	504	NH HR Assoc, (2) IPMA-HR, SHRM
01415515	55308	HR- Travel Reimbursement	785	750	292	1,135	1,135	Mileage,Tolls, Parking, air
01415515	55050	HR- Conf Rooms/Meals	1,474	1,375	222	1,320	1,320	Primex, IPMA-HR
01415515	55091	HR- Education/Training	842	835	385	4,260	4,260	Munis training for new employee, IPMA-HR, NHMA, Sheehan, Phinney, Bass & Green Annual Labor & Employment Law review
		General Expenses Total	7,886	8,176	4,099	12,555	12,555	
01415515	55998	HR- Due from Water Fund	(9,960)	(10,712)	(8,034)	(14,538)	(14,538)	10% to water fund
01415515	55999	HR- Due from Sewer Fund	(9,960)	(10,712)	(8,034)	(14,538)	(14,538)	10% to sewer fund
		Due from Water/Sewer Funds	(19,920)	(21,423)	(16,068)	(29,076)	(29,076)	
		Human Resources Total	87,182	119,385	85,544	150,748	150,748	V
Transportation								
01419919	55040	GG - Transportation	9,083	1	-	1	1	Request from COAST bus service with \$ 16.77K to come from Transportation Fund 05
		Transportation Total	9,083	1	-	1	1	V
Legal								
01415320	55170	GG- Legal Expense	90,577	80,000	57,837	80,000	80,000	Professional legal services for Mitchell Municipal Group and other legal advisors
		Legal Total	90,577	80,000	57,837	80,000	80,000	V

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Information Technology								
01415025	51110	IT- Sal/Wages FT	94,676	98,509	81,764	101,832	101,832	2 FT: IT Coord (Split 80% GF and 20% CATV Fund); IT Tech (Split 40% GF, 5% Water/Sewer each, 50% CATV)
01415025	51300	IT- Sal/Wages OT	1,038	240	890			
		Salaries Total	95,714	98,749	82,654	101,832	101,832	
01415025	52100	IT- Health Insurance	10,546	12,002	10,386	14,811	17,587	Premium increase 8.7%
01415025	52110	IT- Dental Insurance	613	680	566	814	1,384	Premium increase 3.9%
01415025	52120	IT- Life Insurance	126	133	124	113	113	Premium decrease
01415025	52130	IT - LTD Insurance	803	818	827	722	722	Premium decrease
01415025	52200	IT- FICA	5,655	6,122	4,651	6,314	6,314	Based on wages: 6.2%
01415025	52210	IT- Medicare	1,323	1,432	1,087	1,477	1,477	Based on wages: 1.45%
01415025	52300	IT- Retirement Town	10,892	11,133	8,916	11,375	11,375	Based on wages: 11.17%
		Benefits Total	29,958	32,320	26,557	35,625	38,971	
01415025	55200	IT- Supplies	776	600	795	1,000	1,000	Batteries, USB, RAM, Hard Drives, Power Supplies
01415025	55190	IT- Mobile Communications	505	600	-	400	400	Cell Phone reimb.
01415025	55213	IT- Phone Utilization	24,839	25,400	21,246	26,000	26,000	12.5% allocated to Water/Sewer Funds each
01415025	55048	IT- Computer Software	8,274	9,500	6,789	17,500	17,500	\$11.5K MS and adobe Licenses and \$6K for Anti Virus and System Management
01415025	55136	IT- GIS Software	5,600	7,000	-	7,000	7,000	Maps Online, ESRI licenses, increase to Support calls (Invoiced in November) - Cartographics Query Manager
01415025	55159	IT- Internet Services	24,359	18,750	14,601	30,920	30,920	Google Apps (\$9.4K), MyCivic App (\$6K), e-mail filtering and archiving (\$6K) Aha Services (\$4K), Cloud backup (\$1.2K), Consolidated internet line (\$3.1K), remote access (\$1.2K), survey (\$3K)
01415025	55195	IT- Network Supplies	14,662	12,500	909	11,000	11,000	Server and switching upgrades - new backup server (\$9.7K)
01415025	55270	IT- Software Agreement	4,000	4,800	-	4,600	4,600	\$800 for Pulseway monitoring and \$400 for HP support on our data .storage systems, \$1.5K for firewall support, \$600 misc database, \$1.5K Backups
01415025	55058	IT- Contract Services	12,800	16,000	12,800	26,500	26,500	Service contract for IT emergencies, expert consultation and IT Audit
01415025	55091	IT- Education/Training	1,990	5,400	2,621	2,800	2,800	Online training for 1 FT employee, Town Wide training
01415025	55106	IT- Equipment Purchase	611	1,000	133	1,000	1,000	Tools and furniture
		General Expenses Total	98,416	101,550	59,894	128,720	128,720	
01415025	57003	IT- CO- Computers	9,637	22,500	15,287	10,200	10,200	15 PCs and 10 monitors
01415025	57006	IT- CO- Equipment	2,861	6,000	519	4,300	4,300	Software for doors (\$3K)
		Capital Outlay Total	12,498	28,500	15,806	14,500	14,500	
01415025	55998	IT- Due from Water Fund	(14,828)	(15,545)	(11,659)	(14,308)	(14,581)	12.5% of wages/benefits for IT Coordinator; 5% of wages/benefits for IT Tech
01415025	55999	IT- Due from Sewer Fund	(14,828)	(15,545)	(11,659)	(14,308)	(14,581)	12.5% of wages/benefits for IT Coordinator; 5% of wages/benefits for IT Tech
		Due from Water/Sewer Funds	(29,656)	(31,090)	(23,318)	(28,616)	(29,162)	
		Information Technology Total	206,930	230,029	161,593	252,061	254,861	V

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Trustee of Trust Funds								
01413030	51000	TT- Sal/Wages Elected	828	828	828	828	828	Wages for Trustee of Trust funds
		Salaries Total	828	828	828	828	828	
01413030	52200	TT- FICA	51	51	51	51	51	Based on wages: 6.2%
01413030	52210	TT- Medicare	12	12	12	12	12	Based on wages: 1.45%
		Benefits Total	63	63	63	63	63	
		Trustee of Trust Funds Total	891	891	891	891	891	V
Town Moderator								
01414040	51000	MO- Sal/Wages Elected	525	800	175	1,225	1,225	4 Elections, 1 Deliberative, 1 Special Election, 1 Deliberative for Special Election
		Salaries Total	525	800	175	1,225	1,225	
01414040	52200	MO- FICA	11	50	11	76	76	Based on wages: 6.2%
01414040	52210	MO- Medicare	3	12	3	18	18	Based on wages: 1.45%
		Benefits Total	13	61	14	94	94	
		Town Moderator Total	538	861	189	1,319	1,319	V
Town Clerk								
01414051	51000	TC- Sal/Wages Elected	75,636	77,947	65,487	80,628	80,628	1 FT: Town Clerk
01414051	51110	TC- Sal/Wages FT	125,870	130,990	114,288	126,065	126,065	Includes 1 FT Deputy TC + 2 FT Asst Clerks
01414051	51300	TC- Sal/Wages OT	526	300	225	300	300	OT for Assistant Clerks
01414051	51400	TC- Longevity Pay	1,700	1,800	-	900	900	Longevity for 1 Assistant Clerk
		Salaries Total	203,732	211,037	180,000	207,893	207,893	
01414051	52100	TC- Health Insurance	54,348	60,851	46,609	65,010	65,010	Premium increase 8.7%
01414051	52110	TC- Dental Insurance	4,352	5,679	4,207	5,900	5,900	Premium increase 3.9%
01414051	52120	TC- Life Insurance	315	315	277	270	270	Premium decrease
01414051	52130	TC- LTD Insurance	840	856	865	758	758	Premium decrease
01414051	52200	TC- FICA	12,372	13,712	10,428	12,889	12,889	Based on wages: 6.2%
01414051	52210	TC- Medicare	2,894	3,060	2,438	3,014	3,014	Based on wages: 1.45%
01414051	52300	TC- Retirement Town	23,185	23,789	19,636	23,222	23,222	Based on wages: 11.17%
		Benefits Total	98,305	108,263	84,460	111,063	111,063	
01414051	55199	TC- Office Equip Maintenance	150	500	500	500	500	outside computer maintenance, beyond contract
01414051	55200	TC- Supplies	1,338	2,000	1,555	2,000	2,000	copy paper, general office supplies, incentive awards, envelopes
01414051	55049	TC- Computer Supplies	703	1,200	887	1,200	1,200	toner cartridges f/1 printer, validator ribbons, calculator ribbons
01414051	55198	TC- Office Equipment Lease			1,731	3,233	3,233	GreatAmerica Financial Serv. Printer lease for 3 printers
01414051	55224	TC- Postage	4,555	5,000	5,289	5,000	5,000	dog civil forfeiture letters, dog reminders, letters & forms, weekly State work, monthly Vital work
01414051	55246	TC- Reference Materials	-	300	300	300	300	Motor Vehicle Rules & Laws
01414051	55088	TC- Dues	215	300	205	300	300	IIMC -170; NHCTCA-25; NEACTC-35
01414051	55241	TC- Record Retention	24,000	5,000	-	5,000	5,000	Book restoration
01414051	55084	TC- Dog Tags	1,672	900	-	1,000	1,000	The amount of dogs in our town has increased to 2700

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01414051	55270	TC- Software Agreement/Contract	7,877	8,014	8,014	8,750	8,750	Interware Development Contract for MV, Boats, Vitals, Transfer Station Permits, Credit Cards, Reports, Support, new signature pads, Dogs On-line prgm
01414051	55058	TC- Contract Services	2,066	2,700	2,048	1,700	1,700	Sharp Copier, Seacoast Computer Contract Services
01414051	55308	TC- Travel Reimbursement	615	800	565	800	800	Mandatory Regional & Fall Conference, TC Certification, Training, NECTCA Conference, IIMC Conference, Clerkworks Training
01414051	55050	TC- Conf/Room/Meals	1,494	2,000	1,678	2,000	2,000	Mandatory Fall Conference (Certification requirement) NEACTC Conference in ME, IIMC Conference
01414051	55091	TC- Education/Training	1,146	1,000	425	1,000	1,000	Mandatory Spring & Fall Conference, TC Certification, Training Registration, NECTCA Conference, IIMC Conf,
01414051	55106	TC- Equipment Purchase	570	2,000	1,787	2,000	2,000	Computers, printers, copiers, office furniture, panels between work stations
		General Expenses Total	46,400	31,714	24,984	34,783	34,783	
		Town Clerk Total	348,438	351,014	289,444	353,739	353,739	V
Elections								
01414052	51000	EL- Sal/Wages Elected	4,898	2,000	2,923	8,000	8,000	Supervisors of the Checklist-4 mandated elections, 1 deliberative, 1 special election and 1 deliberative for special election, regular maintenance of checklist.
01414052	51210	EL- Sal/Wages Temp	4,496	4,000	1,076	9,000	9,000	Ballot Clerks for 4 mandated elections, 1 special election
		Salaries Total	9,394	6,000	3,999	17,000	17,000	
01414052	52200	EL- FICA	604	372	226	1,054	1,054	Based on wages: 6.2%
01414052	52210	EL- Medicare	141	87	53	247	247	Based on wages: 1.45%
		Benefits Total	745	459	279	1,301	1,301	
01414052	55200	EL- Supplies	428	600	600	600	600	Copy paper, envelopes, general office supplies, and all supplies needed for election
01414052	55224	EL- Postage	577	600	644	1,500	1,500	Mandated by SOS, sending absentee ballots and any other letters required to be sent by the Checklist Sups
01414052	55002	EL- Advertising	178	300	300	300	300	Legal Notices
01414052	55322	EL- Voting Expenses	6,645	3,000	3,000	9,000	9,000	Mandated by SOS to pay for coding, printing, collating, shipping costs and any other Special Town Elections held by the Town.
01414052	55323	EL- Voting Machines	111	800	800	900	900	Mandated by the State of NH for servicing and maintaining of the Accuvote Machines.
		General Expenses Total	7,939	5,300	5,344	12,300	12,300	
		Elections Total	18,077	11,759	9,622	30,601	30,601	V
		Total General Government	1,015,636	1,053,738	830,704	1,136,792	1,139,592	

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Finance Department								
Finance/Accounting								
01415001	51110	FI- Sal/Wages FT	219,557	232,099	202,314	230,255	230,255	3 FT: Finance Dir, Sr Accountant, Accounting Specialist
01415001	51300	FI- Sal/Wages OT	1,073	2,856	585	2,450	2,450	80 hrs OT for Accounting Specialist for software conversion
01415001	51400	FI- Longevity Pay	1,000	1,000	1,050	-	-	
		Salaries Total	221,629	235,955	203,949	232,705	232,705	
01415001	52100	FI- Health Insurance	45,220	47,215	45,638	65,940	65,940	Premium increase 8.7%
01415001	52110	FI- Dental Insurance	3,286	3,362	3,109	4,850	4,850	Premium increase 3.9%
01415001	52120	FI- Life Insurance	315	315	281	270	270	Premium decrease
01415001	52130	FI- LTD Insurance	1,170	1,191	993	1,032	1,032	Premium decrease
01415001	52200	FI- FICA	12,965	14,243	11,441	14,428	14,428	Based on wages: 6.2%
01415001	52210	FI- Medicare	3,032	3,331	1,675	3,374	3,374	Based on wages: 1.45%
01415001	52300	FI- Retirement Town	25,221	25,898	22,092	25,993	25,993	Based on wages: 11.17%
		Benefits Total	91,210	95,556	85,229	115,887	115,887	
01415001	55200	FI- Supplies	3,822	5,000	2,897	5,000	5,000	Folders, check stock, envelopes, paper, tax forms, kitchen supplies, deposit tickets
01415001	55198	FI- Office Equipment Leases		1,600	539	1,080	1,080	Copier Lease \$1,075 plus Folding Machine \$ 525
01415001	55224	FI- Postage	1,842	2,300	1,870	2,300	2,300	Postage for mailing checks and forms
01415001	55017	FI- Bank Fees	318	175	1,106	500	500	Operating account bank fees
01415001	55058	FI- Contract Services	8,965	4,000	500	6,500	6,500	GASB OPEB Compliance, Record shredding, ACA Compliance
01415001	55014	FI- Audit Fees	24,500	24,500	20,000	27,500	27,500	Annual Audit and Single Fees for Melanson & Heath
01415001	55088	FI- Dues	50	100	50	100	100	NHGFOA and NESGFOA Dues
01415001	55270	FI- Software Agreement	21,237	18,030	16,302	19,550	19,550	Munis Software Agreement (5% increase per yr per contract)
01415001	55308	FI- Travel Reimbursement	1,057	1,200	1,398	1,200	1,200	Travel for 3 finance department employees
01415001	55050	FI- Conf/Room/Meals	370	500	221	500	500	Conferences/Meals for Finance Staff - NHLGC
01415001	55091	FI- Education/Training	829	2,000	90	4,000	4,000	Training and Education for 3 Finance Staff and all Munis users (Tyler PACE Training with 53% Discount allocated to FI, TX, W&S Billing); \$620 for Sr Accountant (Gov't Accounting Certificate)
		General Expenses Total	62,990	59,405	44,974	68,230	68,230	
01415001	55998	FI- Due from Water Fund	(39,498)	(40,583)	(30,437)	(43,574)	(43,574)	12.5% Water Fund Offset
01415001	55999	FI- Due from Sewer Fund	(39,498)	(40,583)	(30,437)	(43,574)	(43,574)	12.5% Sewer Fund Offset
		Due from Water/Sewer Funds	(78,996)	(81,166)	(60,874)	(87,148)	(87,148)	
		Finance/Accounting Total	296,833	309,750	273,278	329,674	329,674	V

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Treasurer								
01415002	51000	TR- Sal/Wages Elected	8,864	9,864	7,387	8,864	8,864	Wages for Elected PT Treasurer
		Salaries Total	8,864	9,864	7,387	8,864	8,864	
01415002	52200	TR- FICA	550	612	412	550	550	Based on wages: 6.2%
01415002	52210	TR- Medicare	129	143	96	129	129	Based on wages: 1.45%
		Benefits Total	678	755	508	678	678	
01415002	55200	TR - Supplies	-	200	-	100	100	Paper, pens, folders and binders
01415002	55088	TR- Dues	50	50	50	50	50	NHGFOA Dues
01415002	55091	TR- Education/Training	-	200	-	100	100	Training and Education
		General Expenses Total	50	450	50	250	250	
		Treasurer Total	9,592	11,069	7,945	9,792	9,792	V
Tax Collection								
01415003	51110	TX- Sal/Wages FT	100,210	103,572	78,603	105,234	105,234	2 FT: Deputy Tax Collector, Collections Specialist
01415003	51210	TX- Sal/Wages Temp	-	-	-	-	-	
01415003	51300	TX- Sal/Wages OT	-	1,394	19	-	-	
01415003	51400	TX- Longevity	1,500	1,500	-	1,500	1,500	Collections Specialist longevity
		Salaries Total	101,710	106,466	78,622	106,734	106,734	
01415003	52100	TX- Health Insurance	27,132	28,211	19,199	19,130	19,593	Premium increase 8.7%
01415003	52110	TX- Dental Insurance	1,499	1,533	1,025	1,086	1,086	Premium increase 3.9%
01415003	52120	TX- Life Insurance	189	190	131	162	162	Premium decrease
01415003	52200	TX- FICA	6,057	6,601	4,959	6,618	6,618	Based on wages: 6.2%
01415003	52210	TX- Medicare	1,417	1,544	1,159	1,548	1,548	Based on wages: 1.45%
01415003	52300	TX- Retirement Town	11,575	12,001	7,992	11,922	11,922	Based on wages: 11.17%
		Benefits Total	47,868	50,080	34,465	40,465	40,928	
01415003	55200	TX- Supplies	882	2,400	1,734	2,400	2,400	Paper, Ink, Envelopes, Storage Boxes, printer
01415003	55297	TX- Tax Billing Services	3,178	3,600	1,420	3,600	3,600	Processing fees and materials for tax bills
01415003	55298	TX- Tax Lien/Deeded Searches	2,394	4,000	3,674	4,000	4,000	Tax Lien Services
								Mailing delinquency, lien, and deed notices, tax bills.
01415003	55224	TX- Postage	9,382	9,000	8,664	10,000	10,000	Lockbox mailbox
01415003	55198	TX- Office Equipment Leases			1,078	2,156	2,156	Two Copier leases \$ \$179.60 per month
								Lockbox monthly Service Charges (not able to use for First Half billing in FY19 due to conversion)
01415003	55017	TX- Bank Fees	5,040	5,500	2,910	5,500	5,500	
01415003	55170	TX- Legal Expenses	-	2,000	321	2,000	2,000	Legal services for liens,deeds and bankruptcies
01415003	55088	TX- Dues	40	50	40	50	50	NHTC Dues
01415003	55247	TX- Registry of Deeds	622	1,200	882	950	950	Liens & deeds recordings at Registry of Deeds
01415003	55073	TX- Deeded Property	4,375	3,500	1,201	3,500	3,500	Expenses related to Tax deeded properties
01415003	55058	TX- Contract Services	3,189	3,000	14,866	3,000	3,000	Coverage for Collections Clerk (80 hours)
01415003	55050	TX- Conf/Room/Meals	582	600	198	600	600	Conferences for DTC (NH Tax Collector Association)
								Training for DTC and 3 Days of Munis Training (new Deputy Tax Collector)
01415003	55091	TX- Education/Training	231	400	60	4,225	4,225	
		General Expenses Total	29,916	35,250	37,048	41,981	41,981	
01415003	55998	TX- Due from Water Fund	(37,890)	(38,988)	(29,241)	(36,800)	(36,916)	25% Water Fund Offset
01415003	55999	TX- Due from Sewer Fund	(37,890)	(38,988)	(29,241)	(36,800)	(36,916)	25% Sewer Fund Offset
		Due from Water/Sewer Funds Total	(75,780)	(77,976)	(58,482)	(73,600)	(73,831)	
		Tax Collection Total	103,714	113,820	91,653	581	115,812	V

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Assessing								
01415005	51110	AS- Sal/Wages FT	59,797	62,271	52,559	64,413	64,413	1 FT: Deputy Assessor
01415005	51210	AS- Sal/Wages Temp	-	1	-	1	1	
		Salaries Total	59,797	62,272	52,559	64,414	64,414	
01415005	52100	AS- Health Insurance	18,088	19,005	16,476	20,058	19,128	Premium increase 8.7%
01415005	52110	AS- Dental Insurance	988	1,011	886	1,050	1,050	Premium increase 3.9%
01415005	52120	AS- Life Insurance	63	63	67	54	54	Premium decrease
01415005	52200	AS- FICA	4,220	3,861	3,538	3,994	3,994	Based on wages: 6.2%
01415005	52210	AS- Medicare	987	903	827	934	934	Based on wages: 1.45%
01415005	52300	AS- Retirement Town	6,805	7,020	5,666	7,195	7,195	Based on wages: 11.17%
		Benefits Total	31,151	31,863	27,460	33,285	32,355	
01415005	55200	AS- Supplies	431	2,500	152	1,250	1,250	Toner, envelopes, general supplies
01415005	55198	AS - Office Equipment Lease			450	1,078	1,078	Printer Lease, \$89.80/mo
01415005	55224	AS- Postage	1,230	6,500	3,639	1,250	1,250	Revaluation notifications and hearing letters
01415005	55088	AS- Dues	40	40	40	260	260	IAAO dues; added IWAO dues
01415005	55180	AS- Mapping	4,623	5,200	3,626	5,200	5,200	Yearly updates & Building placement
01415005	55247	AS- Registry of Deeds	27	100	3	100	100	Plans & deeds
01415005	55250	AS- Revaluation	-	1	-	1	1	Independent Appraiser
01415005	55171	AS- Legal/Public Notices	-	150	190	50	50	Public Notices in news media
01415005	55270	AS- Software Agreement	8,670	8,820	8,590	36,000	36,000	Vision yearly contract (upgrade in 2020) & web fee with SQL, now includes 1 static database annually \$300.00; 2019 update is 22K for update; 7K for cloud
01415005	55058	AS- Contract Services	108,531	105,000	98,906	110,500	110,500	Assessor contract with MRI \$2.5K increase; \$3k for services outside contract
01415005	55308	AS- Travel Reimbursement	-	1	-	1	1	Use of personal car -1 employee
01415005	55050	AS- Conf/Room/Meals	-	100	-	100	100	Meetings - meals- room
01415005	55091	AS- Education/Training	35	500	750	1,000	1,000	Course or seminar; added Vision User Conference
01415005	55106	AS- Equipment Purchase	179	50	-	50	50	Small equipment
01415005	55128	AS- Fuel	20	160	-	1	1	Deputy Assessor position
		General Expenses Total	123,786	129,122	116,346	156,841	156,841	
		Assessing Total	214,734	223,257	196,365	254,540	253,610	V
		Total Finance	624,873	657,894	569,241	709,587	708,888	

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Planning & Development								
Planning								
01419101	51110	PL- Sal/Wages FT	92,412	95,235	80,382	98,822	98,822	1 FT : Town Planner
01419101	51200	PL- Sal/Wages PT	56,408	70,678	45,238	70,688	70,688	3 PT: Natl Resource Planner @ 27.5 hr/wk & Admin Asst @ 25 hr/wk, Recording Sec @ \$15 per hr
		Salaries Total	148,819	165,913	125,620	169,510	169,510	
01419101	52100	PL- Health Insurance	22,351	23,756	20,558	25,823	25,823	Premium increase 8.7%
01419101	52110	PL- Dental Insurance	1,787	1,830	1,524	1,900	1,900	Premium increase 3.9%
01419101	52120	PL- Life Insurance	126	126	115	108	108	Premium decrease
01419101	52130	PL- LTD Insurance	1,026	1,045	1,057	929	929	Premium decrease
01419101	52200	PL- FICA	9,029	10,287	7,257	10,510	10,510	Based on wages: 6.2%
01419101	52210	PL- Medicare	2,111	2,406	1,697	2,458	2,458	Based on wages: 1.45%
01419101	52300	PL- Retirement Town	10,516	10,737	8,665	11,038	11,038	Based on wages: 11.17%
		Benefits Total	46,947	50,186	40,873	52,766	52,766	
01419101	55200	PL- Supplies	972	3,000	928	4,500	4,500	Misc office supplies. Covers Planning & Building depts. BRC added \$2,500 for Sustainability use
01419101	55224	PL- Postage	3,134	4,000	3,613	4,000	4,000	Covers Planning and Building departments as well as Planning Board packages and administration of cases. Increase based on present use.
01419101	55246	PL- Reference Material	462	400	632	400	400	Includes Exeter Newspaper (\$160) and Registry Review (\$198), RSA books and other reference material
01419101	55088	PL- Dues	12,538	12,800	12,554	13,000	13,000	Rockingham Planning Commission annual dues (2020 dues have not been estimated yet), APA dues (\$315).
01419101	55227	PL- Printing	1,556	750	122	750	750	used for large printing jobs such as Zoning Ordinance
01419101	55171	PL- Legal/Public Notices	1,635	2,000	2,691	2,000	2,000	Primarily for Planning Board cases but also covers Planning dept.
01419101	55180	PL- Mapping	-	400	-	400	400	Covers occasional creation of large maps and poster boards for public presentations
01419101	55289	PL- Studies	4,780	6,000	-	15,000	15,000	These funds will be used to complete an update to the Town's Impact Fees (approx. \$10,000) and additional studies as needed.
01419101	55155	PL- Inspection Services	-	1	-	1	1	Placeholder for third party inspection as needed
01419101	55136	PL- GIS Software	3,000	3,500	-	3,500	3,500	Annual support and maintenance for building permit/zoning software.
01419101	55138	PL- Grant Matching	-	-	11,719	1	1	MTAG Grant
01419101	55058	PL- Contract Services	421	1	-	1	1	
01419101	55308	PL- Travel Reimbursement	266	1,000	53	1,000	1,000	Used to cover mileage for staff to attend training, workshops, meetings, etc.
01419101	55050	PL- Conf/Room/Meals	506	1,000	225	1,000	1,000	APA Conference, Seminars/training
01419101	55091	PL- Education/Training	110	500	179	500	500	Seminars/Training for planning staff, board members
		General Expenses Total	29,380	35,352	32,716	46,053	46,053	
01419101	57000	PL-CO-Capital Outlay	8,169	9,000	4,837	1	1	Downtown Improvement - Funds to be utilized on an as-needed basis to add/replace benches, trash receptacles/liners, and other streetscape features downtown. Specific focus on Front Street and Squamscott River boat launch area.
		Capital Outlay Total	8,169	9,000	4,837	1	1	
		Planning Total	233,316	260,451	204,046	258,330	268,330	V

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Economic Development								
01465207	51110	ED- Sal/Wages FT	86,337	88,976	75,098	91,621	91,621	1 FT: ED Director
01465207	51200	ED- Sal/Wages PT	4,013	4,065	1,757	3,000	3,000	1- Intern \$ 3,000
		Salaries Total	90,350	93,041	76,855	94,621	94,621	
01465207	52100	ED- Health Insurance	24,419	25,656	22,243	27,078	27,078	Premium increase 8.7%
01465207	52110	ED- Dental Insurance	1,787	1,830	1,371	1,900	1,900	Premium increase 3.9%
01465207	52120	ED- Life Insurance	126	126	115	108	108	Premium decrease
01465207	52130	ED- LTD Insurance	959	977	988	861	861	Premium decrease
01465207	52200	ED- FICA	5,385	5,769	4,347	5,867	5,867	Based on wages: 6.2%
01465207	52210	ED- Medicare	1,260	1,349	1,017	1,372	1,372	Based on wages: 1.45%
01465207	52300	ED- Retirement Town	9,825	10,031	8,096	10,234	10,234	Based on wages: 11.17%
		Benefits Total	43,762	45,738	38,177	47,420	47,420	
01465207	55200	ED- Supplies	-	400	55	400	400	Paper, Pens, Ink, etc.
01465207	55055	ED- Consulting Services	1,800	3,000	1,500	3,000	3,000	Consulting (prop appraisals, marketing, etc.)
01465207	55190	ED- Mobile Communications	907	1,000	800	1,000	1,000	Cell Phone for ED Director
01465207	55308	ED -Travel Reimbursement	659	800	672	1,800	1,800	Mileage including airfare to OU EDI
01465207	55050	ED- Conf/Meals	30	100	-	1,200	1,200	Conferences and OU EDI accommodations
01465207	55091	ED- Education/Training	729	800	-	1,900	1,900	OU EDI final
		General Expenses Total	4,125	6,100	3,027	9,300	9,300	
		Total Economic Development	138,237	144,879	118,059	151,341	151,341	V
Inspections & Code Enforcement								
01424002	51110	BI- Sal/Wages FT	142,327	145,893	123,366	149,776	149,776	2 FT: Building Inspector, Deputy Code Inspector
01424002	51200	BI- Sal/Wages PT	34,185	37,363	31,653	38,648	38,648	1 PT: Electrical Inspector (24 Hrs/Wk)
		Salaries Total	176,511	183,256	155,019	188,424	188,424	
01424002	52100	BI- Health Insurance	36,176	38,010	31,869	40,115	40,115	Premium increase 8.7%
01424002	52110	BI- Dental Insurance	1,976	2,022	1,644	2,100	2,100	Premium increase 3.9%
01424002	52120	BI- Life Insurance	252	252	227	216	216	Premium decrease
01424002	52130	BI- LTD Insurance	899	916	926	813	813	Premium decrease
01424002	52200	BI- FICA	11,236	11,362	9,404	11,682	11,682	Based on wages: 6.2%
01424002	52210	BI- Medicare	2,628	2,657	2,199	2,732	2,732	Based on wages: 1.45%
01424002	52300	BI- Retirement Town	16,197	16,448	13,300	16,730	16,730	Based on wages: 11.17%
		Benefits Total	69,364	71,667	59,569	74,388	74,388	
01424002	55319	BI- Vehicle Maintenance	-	1	-	1	1	
01424002	55190	BI- Mobile Communications	461	460	347	460	460	Cell Phones for BI
01424002	55088	BI- Dues	245	300	245	300	300	RNI and NHBOA Dues
01424002	55308	BI- Travel Reimbursement	1,104	1,000	857	1,000	1,000	NHBOA and Seacoast BI Meetings; Electrical inspector fuel reimb
01424002	55050	BI- Conf/Room/Meals	105	500	-	500	500	NE Building Officials Association Conference
01424002	55128	BI- Fuel	711	782	619	782	782	Fuel for Electrical Inspector
		General Expenses Total	2,626	3,043	2,068	3,043	3,043	
		Inspections & Code Enf Total	248,502	257,966	216,656	265,855	265,855	V

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Conservation Commission								
01461105	51200	CC- Sal/Wages PT	1,354	1,000	716	1,000	1,000	Recording secretaries @ \$15/hr avg about 6 hr/mtg
01461105	51210	CC- Sal/Wages Temp	-	2,520	2,622	2,520	2,520	Interns 2@12/hr, 15 hrs/wk for 7 wks
		Salaries Total	1,354	3,520	3,338	3,520	3,520	
01461105	52200	CC- FICA	84	218	200	218	218	Based on wages: 6.2%
01461105	52210	CC- Medicare	20	51	46	51	51	Based on wages: 1.45%
		Benefits Total	104	269	246	269	269	
01461105	55254	CC- Roadside Mowing	2,075	1,850	1,600	1,850	1,850	Mowing White, Perry, Irvine and 1/2 of Morrissette \$1,850
01461105	55224	CC- Postage	1	20	22	20	20	Mailings to ConCom members (mostly elect distr)
01461105	55044	CC- Community Services	490	850	452	500	500	Covers outreach event costs: Anticipated for 2020 include \$250 Spring Tree, \$50 for 5 outreach events
01461105	55058	CC- Contract Services	1,200	1,000	-	1,000	1,000	Support for Raynes Improvements
01461105	55051	CC- Conservation Land Administration	222	1,350	1,095	1,350	1,350	Combination of Cons Land Admin and Trail Mgmt and Maintenance activities such as property monitoring and maintenance needs, bridge repair, kiosk map update.
01461105	55088	CC- Dues	929	930	825	1,000	1,000	For board to join related organizations: SERLAC (\$150), NHACC (\$630), SELT (\$150)
01461105	55247	CC- Registry of Deeds	-	30	-	30	30	Fee for registry of deeds (typically printing plans, deeds)
01461105	55171	CC- Legal/Public Notices	60	50	-	50	50	Covers approx 1 legal notice typ in newspaper
01461105	55304	CC- Trail Mgmt Maintenance	375	-	-	-	-	Moved to Conservation Land Administration
01461105	55091	CC- Education/Training	250	170	180	450	450	Training for board members and/or natl resource planner (NHACC \$260, \$190 other workshops)
		General Expenses Total	5,603	6,250	4,174	6,250	6,250	
		Conservation Commission Total	7,060	10,039	7,758	10,039	10,039	V
Zoning Board of Adjustment								
01419103	51200	ZO- Sal/Wages PT	598	855	473	860	860	Recording secretaries @ \$15 per hour
		Salaries Total	598	855	473	860	860	
01419103	52200	ZO- FICA	37	53	28	53	53	
01419103	52210	ZO- Medicare	9	12	7	12	12	
		Benefits Total	46	65	35	66	66	
01419103	55224	ZO- Postage	2,297	2,000	1,606	2,000	2,000	expenses are estimated for ZBA case administration (majority of costs paid by applicant)
01419103	55171	ZO- Legal/Public Notices	1,322	1,200	980	1,200	1,200	
01419103	55091	ZO- Education/Training	-	200	60	200	200	min. training allotment for board members
		General Expenses Total	3,619	3,400	2,646	3,400	3,400	
		Zoning Total	4,262	4,320	3,154	4,326	4,326	V

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Historic District Commission								
01419104	51200	HD- Sal/Wages PT	730	643	420	650	650	Recording secretaries @ \$15 per hour
		Salaries Total	730	643	420	650	650	
01419104	52200	HD- FICA	45	40	26	40	40	Based on wages: 6.2%
01419104	52210	HD- Medicare	11	9	6	9	9	Based on wages: 1.45%
		Benefits Total	56	49	32	50	50	
01419104	55224	HD- Postage	395	350	224	350	350	Expenses are estimated for HDC case administration
01419104	55138	HD- Grant Matching	-	10,000	22,500	10,000	10,000	CLG Grant match- Park Street Survey 2018/2019, 2020
01419104	55246	HD- Reference Material	-	100	-	100	100	TBD - Will receive \$20K back]
01419104	55088	HD- Dues	-	50	-	50	50	Min amt for dues associated with various organizations
01419104	55227	HD- Printing	-	125	-	125	125	work with HDCs
01419104	55171	HD- Legal/Public Notices	329	100	-	100	100	Printing needs for HDC as they arise
01419104	55050	HD-Conf Rooms/Meals	-	200	-	200	200	
01419104	55091	HD- Education/Training	-	200	-	200	200	min. training allotment for board members
		General Expenses Total	724	11,125	22,724	11,125	11,125	
		Historic District Commission Total	1,509	11,817	23,176	11,825	11,825	V
Heritage Commission								
01419106	51200	HC- Sal/Wages PT	246	536	390	540	540	Recording secretaries @ \$15 per hour
		Salaries Total	246	536	390	540	540	
01419106	52200	HC- FICA	15	33	24	33	33	Based on wages: 6.2%
01419106	52210	HC- Medicare	4	8	6	8	8	Based on wages: 1.45%
		Benefits Total	19	41	30	41	41	
01419106	55224	HC- Postage	-	25	-	25	25	Expenses are estimated for Heritage Commission case
01419106	55138	HC- Grant Matching	-	1	-	1	1	administration
		HC- Contract Services	-	-	64	-	-	CLG Grant match
01419106	55088	HC- Dues	-	50	-	50	50	For restoration of Winter St. Cemetery 50/50 match
01419106	55227	HC- Printing	-	35	-	35	35	through LCHIP
01419106	55091	HC- Education/Training	-	300	-	200	200	Min. training allotment for board members
		General Expenses Total	-	411	64	311	311	
		Heritage Commission Total	265	988	484	892	892	V
		Total Planning & Development	633,150	690,461	573,333	712,608	712,608	

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Police Department								
Police								
	51110	Sal/Wages FT	1,671,084	1,740,361	1,378,200	1,735,145	1,735,145	29 FT (Chief, Deputy, Sergeants, Lieutenant, Officers, ACO, Admin)
	51150	Vacation Replacement OT	45,254	46,587	35,659	46,587	46,587	Shift replacement OT
	51200	Sal/Wages PT	21,215	38,027	12,990	35,882	35,882	1 PT officer, 1 PT secretarial/admin
	51300	Sal/Wages OT	79,649	91,000	74,434	97,000	97,000	Coverage OT, special OT
	51350	FEMA Storm Related OT	-	1	-	1	1	
	51400	Longevity Pay	3,950	3,300	450	2,300	2,300	For hires before 1/1/2010 only
	51410	Sick Replacement OT	14,970	13,250	16,857	19,250	19,250	Shift replacement OT
	51420	Holiday Pay	52,886	59,456	3,444	58,920	58,920	
	51425	Firearm Incentive	1,000	1,500	500	1,500	1,500	Instructor incentive of \$500 per employee
	51430	Field Training Incentive OT	5,193	5,491	2,413	5,491	5,491	Section 10.13 of current CBA
	51450	Education Incentive	5,720	6,060	5,260	3,660	3,660	Ed pay for those hired prior to 1/1/2010
		Salaries Total	1,900,919	2,005,033	1,530,207	2,005,736	2,005,736	
	52100	Health Insurance	390,729	398,292	303,908	452,050	438,361	Premium increase 8.7%
	52110	Dental Insurance	31,270	34,244	22,668	36,357	35,507	Premium increase 3.9%
	52120	Life Insurance	2,053	2,079	1,708	1,674	1,674	Premium decrease
	52130	LTD Insurance	1,106	1,126	282	981	981	Premium decrease
	52200	FICA	13,208	14,812	9,206	13,417	13,417	Based on wages: 6.2%
	52210	Medicare	27,528	29,075	21,865	29,083	29,083	Based on wages: 1.45%
	52300	Retirement Town	22,330	22,640	14,108	20,164	20,164	Based on wages: 11.17%
	52310	Retirement Police	501,166	512,554	391,469	508,708	508,708	Based on wages: 28.43%
		Benefits Total	989,389	1,014,822	765,214	1,062,434	1,047,895	
	55001	Accreditation	1,000	1,000	1,000	4,014	4,014	Added PowerDMS document management software yearly account - is necessary to seek CALEA accreditation
	55035	Chiefs Expenses	839	1,000	652	1,000	1,000	covers empl. Awards, retirement, emergency meals
	55043	Community Relations	1,824	2,000	1,849	2,500	2,500	Plaques, DARE, crime preventive items increase by \$500 to include NNO yearly
	55045	Computer Equipment	11,230	5,800	5,852	5,800	5,800	Update cruisers/laptops (rhino tab)
	55047	Computer Maintenance	2,000	2,075	1,183	18,575	18,575	Contract with an IMC computer technician (cost split with Fire Dept)
	55050	Conf/Room/Meals	1,505	1,500	1,500	3,000	3,000	Professional dues added \$1,500 for Deputy Chief to attend IACP conference.
	55057	Prosecutor Service	80,518	87,616	87,616	90,463	90,463	Contract with County attorney, split 80/20 with Hampton Falls
	55064	Court Mileage Reimbursement	227	1	95	1	1	
	55087	Dry Cleaning	14,000	14,600	14,600	15,000	15,000	Contractual cost increase
	55088	Dues	9,015	8,545	7,915	8,350	8,350	SERT
	55091	Education/Training	13,365	13,000	9,515	13,000	13,000	Training course costs/meal reimbursement for the entire department (including civilians).
	55106	Equipment Purchase	31,968	17,752	11,801	20,752	20,752	Furniture, bike parts, cruiser parts, building costs, taser replacements, Public Eye
	55107	Fuel	46,054	51,625	38,333	42,192	42,192	Fuel for patrol vehicles using monthly average at the current rate of \$2.39 (use would lower with hybrid cruiser).

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	55133	General Expenses	5,685	6,000	5,967	8,850	8,850	Memorial Monument and landscaping at Public Safety Complex
	55160	Investigation	4,937	5,000	4,816	5,000	5,000	Covers drug investigation costs and equipment
	55190	Mobile Communications	2,100	2,400	2,653	3,146	3,146	
	55193	Munitions	7,067	7,213	6,852	11,717	11,717	
	55199	Office Equipment Maintenance	3,306	3,096	3,524	5,724	5,724	Maintenance contract upgraded from 2 machines to 6 including printers and all service, parts and labor - will reduce cost of office supplies.
	55200	Supplies	12,623	13,400	8,755	11,800	11,800	Office supplies, new contract eliminates ink toner, evidence, prosecution, photo
	55224	Postage	1,528	2,500	1,316	1,329	1,329	Postage costs for mailings adjusted for actual average
	55270	Software Agreement	14,922	15,612	15,612	17,068	17,068	Tritech IMC contract - records, emergency operations, and interface for POL and FD Center Contract increase.
	55314	Uniforms	15,620	15,385	12,234	15,385	15,385	Cost of uniforms/equipment for 40 employees
	55319	Vehicle Maintenance	20,886	21,000	16,853	21,000	21,000	Covers repair costs for 19 vehicles
	55321	Veterinarian Service	750	750	178	750	750	contract with NHSPCA
	55104	Veterinarian Equipment	553	500	170	800	800	ACO equipment added splitting cost of the online dog licensing lookup software management with Town Clerk
		General Expenses Total	303,522	299,370	260,841	327,217	327,216	
	xxxx	Capital Outlay - Parking Enforcement Equipment	-	-	-	1	1	Parking Enforcement - scanner and equipment for enforcement of 2 hour parking in the downtown area
		Capital Outlay Total	-	-	-	1	1	BRC reduced to \$1 for a placeholder- asking SB to make the decision on this line item.
		Total Police Department	3,193,831	3,319,225	2,556,262	3,395,389	3,380,849	V

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Fire Department								
Fire								
	51110	Sal/Wages FT	1,839,637	1,921,413	1,576,245	1,977,689	1,977,689	31 FT plus 2 new FT Firefighter/Medics for 6 mos.
	51120	Sal/Wages Stipend	-	1,000	-	500	500	
	51150	Vacation Replacement OT	29,694	18,321	18,824	25,567	25,567	Shift replacement OT for vacations
	51200	Sal/Wages PT	-	10,848	3,948	17,489	17,489	1 PT Admin Assistant
	51300	Sal/Wages Call Back OT	88,705	112,847	81,731	120,159	120,159	General OT - call back
	51130	Personal Replacement OT	27,819	29,772	12,277	24,618	24,618	Shift replacement OT for personal leave
	51350	FEMA Storm Related OT	-	1	-	1	1	
	51400	Longevity Pay	8,350	6,600	-	6,850	6,850	For employees hired prior to 1/1/2006
	51410	Sick Replacement OT	33,807	24,428	32,037	30,377	30,377	
	51420	Holiday Pay	89,507	92,086	-	97,259	97,259	
	51600	Sal/Wages On Call	2,939	5,000	1,146	5,000	5,000	
		Salaries Total	2,120,459	2,222,316	1,726,208	2,305,509	2,305,509	
	52100	Health Insurance	424,364	485,187	386,428	464,562	456,148	Premium increase 8.7%
	52110	Dental Insurance	36,501	38,200	29,822	41,748	41,748	Premium increase 3.9%
	52120	Life Insurance	2,100	2,205	1,903	1,890	1,890	Premium decrease
	52130	LTD Insurance	1,248	1,258	1,048	1,089	1,089	Premium decrease
	52200	FICA	3,633	4,678	3,084	5,121	5,121	Based on wages: 6.2%
	52210	Medicare	29,246	30,180	22,087	31,750	31,750	Based on wages: 1.45%
	52300	Retirement Town	6,766	6,720	5,447	6,713	6,713	Based on wages: 11.17%
	52320	Retirement Fire	671,770	656,177	497,444	668,877	668,877	Based on wages: 30.09%
		Benefits Total	1,175,628	1,224,605	947,263	1,221,750	1,213,336	
	55019	Breathing Apparatus	13,323	11,928	9,332	12,340	12,340	Breathing apparatus testing and repairs & air compressor certification and repairs
	55035	Chiefs Expenses	685	720	289	720	720	expenses for meetings, dinners
	55038	Cistern Maintenance	53	1,600	1,311	1,600	1,600	Cistern & dry hydrant maintenance
	55041	Command Supplies	6,538	6,500	6,500	6,500	6,500	Emergency Operations Center radio reprogramming, replacement & repairs. Notification equipment including pagers and texting equipment and phone lines.
	55042	Communications Equipment	15,281	14,814	14,796	10,905	10,905	Radios and vehicle mobile data terminals (VDTs)
	55050	Conf/Room/Meals	4,209	3,500	2,279	4,200	4,200	\$1,650 each - examples include FDIC conference, FRI international, IMT annual conference. Line restored to pre FY19 level.
	55058	Contract Services	-	3,840	-	20,340	20,340	Fire alarm contract maintenance, new IT maintenance proposal cost share 50/50 with Police Department.
	55087	Dry Cleaning	260	325	230	325	325	Dry cleaning of chief officer uniforms & Class A dress uniforms.
	55088	Dues	7,038	7,019	7,166	7,224	7,224	Seacoast Region Hazmat team annual assessment, Seacoast Chiefs
	55091	Education/Training	11,601	11,000	9,718	15,990	15,990	Tuition for college classes, fire certifications and education supplies.
	55106	General Equipment Purchase	45,423	45,000	38,970	45,000	45,000	Firefighting equipment purchase and replacement.
	55122	Fire Alarm Supplies	3,610	5,600	6,010	6,310	6,310	Town wide fire alarm system maintenance.
	55123	Fire Prevention Supplies	4,646	4,520	3,528	5,450	5,450	Fire investigation supplies.
	55128	Fuel	12,920	15,670	13,132	15,093	15,093	Gas and diesel fuel for all fire department vehicles
	55129	General Equipment Repair	3,106	3,250	2,535	3,250	3,250	Small tool & equipment repair.

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	55133	General Expenses	3,163	3,200	1,818	3,200	3,200	Background investigations, water, emergency scene rehabilitation, supplies, etc.
	55144	Hazmat Supplies	84	350	25	1,294	1,294	Hazardous materials monitoring equipment, clean up and control supplies.
	55149	Hose Replacement	8,653	8,760	6,647	9,022	9,022	Fire hose replacement and repair.
	55151	Hydrant Maintenance	20,000	20,000	15,000	20,000	20,000	Hydrant maintenance performed by water department (fixed fee)
	55190	Mobile Communications	3,788	4,310	2,539	4,566	4,566	Cell phone plan and data usage for staff cars, engines, and fire prevention
	55199	Office Equipment Maintenance	2,386	2,410	2,271	2,815	2,815	Lease agreements & service contracts for copier and time clock. Lesae agreement for new color copier is \$15 monthly increase over FY19
	55200	Supplies	2,296	2,265	1,058	2,265	2,265	Office supplies for department (excluding health)
	55214	Physicals	4,675	7,785	3,763	8,565	8,565	Pre-employment for new hires and annual physicals for all fire personnel. 14 personnel due for chest x-ray and EKG in FY20.
	55224	Postage	317	350	350	519	519	Postage for general department, prevention, new candidate hiring. Expected 5 cent postage rate increase.
	55230	Protective Equipment	38,063	32,465	28,376	34,198	34,198	Turnout gear replacement, inspections, repair.
	55237	Radio Repairs/Maintenance	6,258	8,336	2,048	8,728	8,728	Maintenance and programming FD portable and mobile radios, annual service contract with 2-Way communications.
	55270	Software Agreement	6,240	9,252	7,214	9,452	9,452	All annual software IMC dispatching program and public eye mobile data terminals annual licensing agreement and fees.
	55282	Building Supplies	1,564	2,000	1,354	2,000	2,000	Laundry and miscellaneous building supplies
	55314	Uniforms	24,920	22,993	16,295	23,830	23,830	Uniforms for 30 personnel plus call personnel
	55319	Vehicle Maintenance	34,821	37,995	30,071	38,544	38,544	Vehicle maintenance, inspections, tires, annual pump and aerial testing and certifications.
	55264	Shelter Equipment	-	1,200	-	1,200	1,200	Agreement with SAU16 to provide shelter food/supplies as necessary.
	55095	Emergency Management Equipment	1,008	3,500	3,500	3,500	3,500	FEMA line if needed
	55119	FEMA Reimb -Force Labor	-	1	-	1	1	FEMA line if needed
	55118	FEMA Reimb - Force Equip	-	1	-	1	1	FEMA line if needed
	55117	FEMA Reimb- Debris Removal	-	1	-	-	-	FEMA line if needed
	55120	FEMA Reimb- Materials	-	1	-	-	-	FEMA line if needed
	55121	FEMA Reimb- Permanent Work	-	1	-	-	-	FEMA line if needed
		General Expenses Total	286,932	302,462	238,125	328,947	328,947	
	57006	Capital Outlay	21,011	18,900	18,900	15,445	15,445	FY20 is upgrade of audio-visual equipment in EOC.
		Capital Outlay Total	21,011	18,900	18,900	15,445	15,445	
		Total Fire Department	3,604,030	3,768,283	2,930,496	3,871,651	3,863,237	V

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Public Safety Shared Services								
Communications								
01429905	51110	Sal/Wages FT	221,801	228,356	171,720	228,143	228,143	5 FT Staff
01429905	51150	Vacation Replacement OT	4,567	9,000	11,857	9,000	9,000	covers vacation/personal days for dispatchers
01429905	51200	Sal/Wages PT	10,774	16,782	4,538	3,500	3,500	Reduced to budget for one at several shifts a month
01429905	51300	Sal/Wages OT	5,706	11,600	10,608	14,600	14,600	covers cost in emergencies and regular coverage added \$3000 from sick replacement
01429905	51350	FEMA Storm Related OT	-	1	-	1	1	Expenses related to declared emergencies
01429905	51400	Longevity Pay	1,700	700	-	700	700	contract item
01429905	51410	Sick Replacement OT	2,605	6,000	3,365	3,000	3,000	covers OT for dispatchers out sick removed \$3000 to be placed into reg OT
01429905	51420	Holiday Pay	8,899	9,686	-	9,680	9,680	contract item
01429905	51450	Education Incentive	-	1,500	959	1,000	1,000	contract item
		Salaries Total	256,051	283,625	203,047	269,624	269,624	
01429905	52100	Health Insurance	61,297	75,695	43,146	36,632	36,632	Premium increase 8.7%
01429905	52110	Dental Insurance	4,550	5,713	2,985	4,579	4,579	Premium increase 3.9%
01429905	52120	Life Insurance	289	315	248	270	270	Premium decrease
01429905	52200	FICA	16,025	17,585	11,635	16,717	16,717	Based on wages: 6.2%
01429905	52210	Medicare	3,766	4,113	2,723	3,910	3,910	Based on wages: 1.45%
01429905	52300	Retirement Town	21,882	30,083	15,971	29,726	29,726	Based on wages: 11.17%
		Benefits Total	107,810	133,503	76,708	91,833	91,833	
01429905	55105	Equipment Maintenance	20,373	23,526	18,562	20,825	20,825	covers our maintenance/service yearly and monthly contracts
01429905	55108	Equipment Repair	3,795	6,000	1,315	5,800	5,800	uncovered repair costs
01429905	55256	Phone Repairs/Service	287	875	129	300	300	uncovered phone repair costs Revised with past spending and removed Ipad from this account
		General Expenses Total	24,455	30,401	20,006	26,925	26,925	
01429905		PDC- Capital Outlay	-	-	-	28,700	28,700	Public Safety Camera System transferred from IT Budget
		Capital Outlay Total	-	-	-	28,700	28,700	
		Communications Total	388,316	447,529	299,761	417,082	417,082	V
Health								
01441105	51110	FH- Sal/Wages FT	52,404	56,773	47,918	58,647	58,647	1 FT: Health Officer
		Salaries Total	52,404	56,773	47,918	58,647	58,647	
01441105	52110	FH- Dental Insurance	1,787	1,830	1,415	1,900	1,900	Premium increase 3.9%
01441105	52120	FH- Life Insurance	126	126	115	108	108	Premium decrease
01441105	52200	FH- FICA	3,665	3,520	3,143	3,636	3,636	Based on wages: 6.2%
01441105	52210	FH- Medicare	857	823	735	850	850	Based on wages: 1.45%
01441105	52300	FH- Town Retirement	5,964	6,401	5,166	6,551	6,551	Based on wages: 11.17%
		Benefits Total	12,399	12,700	10,574	13,045	13,045	

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01441105	55293	FH- Supplies	943	950	367	950	950	Health Inspection and office supplies
01441105	55224	FH- Postage	51	70	35	77	77	Health Dept. mailings
01441105	55055	FH- Consulting	706	1,000	140	1,000	1,000	Hazardous Materials Remediation & Consulting for Sportsmen's Club project
01441105	55190	FH- Mobile Communications	1,761	1,388	842	1,608	1,608	Phone plan & mobile data terminal usage for Health Officer.
01441105	55088	FH- Dues	85	205	35	35	35	Health Dept. dues & memberships
01441105	55270	FH- Software Agreement	2,125	2,253	2,253	2,253	2,253	Metverse forms and reporting
01441105	55308	FH- Travel Reimbursement	99	1,000	87	500	500	Mileage reimbursement for Health Officer
01441105	55050	FH- Conf/Room/Meals	135	770	774	795	795	Training, Meeting and Seminars for Health Officer
01441105	55191	FH- Mosquito Control	56,100	56,100	50,490	56,100	56,100	Mosquito control maintenance contract costs
		General Expenses Total	62,006	63,736	55,023	63,318	63,318	
		Health Total	126,808	133,209	113,515	135,010	135,010	V
		Total Public Safety Shared Services	515,124	580,738	413,276	552,093	552,093	V

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Public Works - General Fund								
Administration & Engineering								
01431101	51110	PWA- Sal/Wages FT	419,048	435,969	369,219	448,227	448,227	6 FT: Director, Town Eng, Eng Tech, Office Mgr, Office Clerk, Asst Engineer
01431101	51200	PWA- Sal/Wages PT	-	500	-	500	500	1- PT-recording secretary for River Committee @ \$15 per hour
01431101	51300	PWA- Sal/Wages OT	928	-	429	500	500	
		Salaries Total	419,976	436,469	369,648	449,227	449,227	
01431101	52100	PWA- Health Insurance	53,528	62,258	53,947	66,265	64,080	Premium increase 8.7%
01431101	52110	PWA- Dental Insurance	5,107	5,906	4,769	6,136	6,136	Premium increase 3.9%
01431101	52120	PWA- Life Insurance	630	630	581	540	540	Premium decrease
01431101	52130	PWA- LTD Insurance	1,239	1,240	1,248	1,089	1,089	Premium decrease
01431101	52200	PWA- FICA	26,138	27,061	21,671	27,852	27,852	Based on wages: 6.2%
01431101	52210	PWA- Medicare	6,113	6,329	5,069	6,514	6,514	Based on wages: 1.45%
01431101	52300	PWA- Retirement Town	47,793	49,150	39,857	50,123	50,123	Based on wages: 11.17%
		Benefits Total	140,549	152,574	127,142	158,519	156,334	
01431101	55237	PWA- Radio Repairs	-	600	12	600	600	4 Desk sets, 6 portables, 42 vehicle units
01431101	55319	PWA- Vehicle Maintenance	802	600	1,031	600	600	Dir & Eng vehicles
01431101	55200	PWA- Supplies	5,945	10,000	6,216	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	Damage repairs on insurance claims
01431101	55224	PWA- Postage	518	500	196	500	500	
01431101	55190	PWA- Mobile Communications	986	1,200	687	1,200	1,200	60% Director, Town Engineer & Asst Engineer; 100% Highway, MiFi (Engineering)
01431101	55003	PWA- Drug/Alcohol Testing	1,162	1,200	458	1,200	1,200	Contract w/Access; required (per USDOT) random testing for all CDL holders & screening new hires
01431101	55238	PWA- Radio Replacement	-	1,000	-	1,000	1,000	Digital repeater to communicate with Fire & Police
01431101	55088	PWA- Dues	950	700	635	700	700	Dues: APWA \$210, NHPWA \$100, Mutual Aid \$25; Licenses: PE 2@150/2 yr
01431101	55133	PWA- General Expenses	235	700	791	850	850	Meal reimbursement during extended operations per Director's determination
01431101	55058	PWA- Contracted Services	-	1	-	25,000	25,000	Preliminary Design & Review Services of the DPW Garage
01431101	55050	PWA- Conf/Room/Meals	1,458	3,000	1,550	3,000	3,000	National or regional conf 60% Dir, Town Eng; 100% Maint Supt, Hwy Supt @\$1100 ea
01431101	55091	PWA- Education/Training	1,067	2,000	1,079	2,000	2,000	Education and training for staff
01431101	55128	PWA- Fuel	1,274	1,345	1,132	1,345	1,345	Dir & Eng vehicles
01431101	55181	PWA- Master Fuel Account	11,507	1	5,795	1	1	Bulk fuel delivery charges less dept allocations; for 109 vehicles
		General Expenses Total	25,904	23,847	19,581	48,996	48,996	
01431101	57019	PWA- CO- Communications Equipme	10,600	-	-	-	-	
		Capital Outlay Total	10,600	-	-	-	-	
01431101	55998	PWA- Due from Water Fund	(111,512)	(117,533)	(88,150)	(121,541)	(121,104)	20% Water Fund offset
01431101	55999	PWA- Due from Sewer Fund	(111,512)	(117,533)	(88,150)	(121,541)	(121,104)	20% Sewer Fund offset
		Due from Water/Sewer Funds Total	(223,024)	(235,066)	(176,300)	(243,083)	(242,209)	

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		Administration & Engineering Total	374,005	377,824	340,070	413,659	412,348	V
Highways and Streets								
01431202	51110	HWY- Sal/Wages FT	584,065	612,471	513,053	651,552	651,552	12 FT
01431202	51210	HWY- Sal/Wages Temp	-	7,500	-	1	1	Intern, Summer/Fall laborer
01431202	51300	HWY- Sal/Wages OT	19,415	20,000	16,809	20,000	20,000	Emergency ops, callouts, flood watch, voting/traffic control
01431202	51310	HWY- Sal/Wages Stand-By	-	7,280	5,920	7,280	7,280	After hours on-call status, \$140/wk per union contract
01431202	51350	HWY- FEMA Storm Related OT	-	1	-	1	1	Expenses related to declared emergencies
01431202	51400	HWY- Longevity Pay	6,300	6,350	-	7,700	7,700	8 FT per union contract
		Salaries Total	609,780	653,602	535,782	686,534	686,534	
01431202	52100	HWY- Health Insurance	200,368	207,196	160,663	193,170	202,733	Premium increase 8.7%
01431202	52110	HWY- Dental Insurance	13,013	14,265	10,025	12,109	12,615	Premium increase 3.9%
01431202	52120	HWY- Life Insurance	793	820	720	702	702	Premium decrease
01431202	52200	HWY- FICA	36,943	40,523	30,892	42,565	42,565	Based on wages: 6.2%
01431202	52210	HWY- Medicare	8,640	9,477	7,226	9,955	9,955	Based on wages: 1.45%
01431202	52300	HWY- Retirement Town	69,348	72,825	57,534	76,686	76,686	Based on wages: 11.17%
		Benefits Total	329,105	345,107	267,060	335,187	345,256	
01431202	55319	HWY- Vehicle Maintenance	40,066	45,000	21,667	45,000	45,000	Maintenance of all dept vehicles and equip
01431202	55310	HWY- Tree Maintenance	16,182	20,000	15,670	22,500	22,500	All trees in Town ROW & parks incl pruning, fertilizing & removal w/ licensed arborist; increasing demands for tree removal & pruning; additional street trees at Lincoln & presence of Emerald Ash Borer (EAB)
01431202	55071	HWY- Dam Maintenance	15,485	15,000	2,013	15,000	15,000	Dam & abutment concrete & mechanical repairs at Pickpocket, Colcord, Great Dam long-term monitoring (year 4 of 5) annual report & ER bottom survey \$10k
01431202	55013	HWY- Asphalt Reclamation	10,000	10,000	-	10,000	10,000	Grinding & screening to recycle asphalt and concrete into reusable product. Screening compost and sand
01431202	55286	HWY- Street Marking	28,195	40,000	23,582	30,000	30,000	Fog lines, center lines, parking spaces (butyl rubber by contractor); crosswalks 2x yr
01431202	55337	HWY- Weed Control	8,014	8,000	6,000	8,000	8,000	Along medians & curbing; contract w/licensed herbicide applicator, \$2000/app x 4/yr
01431202	55285	HWY- Storm Drain Repair	3,299	9,000	5,152	9,000	9,000	Repair drain castings. 1,305 catch basins
01431202	55020	HWY- Bridge Repairs	-	5,500	6,830	5,500	5,500	Minor repairs of 9 bridges; sealing, patching, guardrails
01431202	55067	HWY- Culvert Repairs	617	2,000	696	2,000	2,000	Repair or replace culverts (pipes & headers)
01431202	55287	HWY- Street Repairs/Maint	19,089	18,000	16,452	18,000	18,000	Patching town roads & shoulder repair materials; includes asphalt, concrete, gravel
01431202	55107	HWY- Equipment Rentals	2,544	4,500	4,830	4,500	4,500	Rental of equipment not owned by Town, including bulldozer, excavator, grader, screen
01431202	55190	HWY- Mobile Communications	533	1	1,228	1	1	moved to phone reimbursement
01431202	55212	HWY- Phone Reimbursement	1,920	2,400	880	2,400	2,400	Cell Phone stipend \$50/mo for Supt + 3 Foremen
01431202	55134	HWY- General Hand Tools	3,750	4,000	2,366	4,000	4,000	Repl/repair hand tools incl. compacter, hand-saw, chainsaws, small power tools
01431202	55096	HWY- Emergency Traffic Control	728	1,000	1,000	1,000	1,000	Uniformed officer in high traffic, emergencies
01431202	55267	HWY- Signs	7,026	7,000	4,204	14,000	14,000	Sign replacement for retro reflectivity, damages; cross walk rapid flashing beacons at Hampton Rd in 2020 \$7K
01431202	55257	HWY- Safety Equipment	5,024	4,500	4,790	4,500	4,500	Hardhats, vests, eye protection, Technu, steel-toed boot repl \$185/yr per employee
01431202	55314	HWY- Uniforms	5,563	6,000	3,113	6,000	6,000	12 employees
01431202	55072	HWY - Dam Registration	400	400	-	400	400	Annual NHDES fees (due December) Sloans Brook
01431202	55091	HWY- Education/Training	640	3,000	1,575	3,000	3,000	Classes, licensing (CDL, UNH Tech Transfer classes)
01431202	55128	HWY- Fuel	20,733	21,455	23,333	21,455	21,455	Fuel for highway dept vehicles & equipment

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		General Expenses Total	189,809	226,756	145,381	226,256	226,256	
01431202	55251	HWY-Road Paving/Maintenance	622,132	800,000	722,592	800,000	800,000	Incl crack sealing, reconstruction, etc. 3% increase material cost
01431202	55086	HWY- Culvert Replacement	128		2,488	23,000	23,000	Tamarind Lane 18" steel culvert replacement (line?)
01431202	55266	HWY- Sidewalks/Curbing	2,141	15,000	15,220	15,000	15,000	Sidewalks and curbing, minor repair & replacements
01431202	55284	HWY- Storm Drain Cleaning	21,109	25,000	19,186	25,000	25,000	Annual clean 50% catch basins, material testing, clean & televise inspection ~1 mi drain lines
		Capital Outlay Total	645,510	840,000	759,486	863,000	863,000	
		Highways & Streets Total	1,774,204	2,065,465	1,707,709	2,110,977	2,121,046	V
Snow Removal								
01431903	51300	PS- Sal/Wages - OT Snow	82,513	72,700	62,283	72,700	72,700	
01431903	51350	PS- Sal/Wages - FEMA Storm Related	-	1	-	1	1	Expenses related to declared emergencies
		Salaries Total	82,513	72,701	62,283	72,701	72,701	
01431903	52200	PS- FICA	4,983	4,507	3,856	4,507	4,507	Based on wages: 6.2%
01431903	52210	PS- Medicare	1,165	1,054	902	1,054	1,054	Based on wages: 1.45%
01431903	52300	PS- Retirement Town	8,797	8,197	6,554	8,121	8,121	Based on wages: 11.17%
		Benefits Total	14,945	13,759	11,312	13,682	13,682	
01431903	55061	PS- Contracted Snow Removal	14,343	45,000	21,665	50,000	50,000	Hire contractors w/10 wheelers to remove snow for safety downtown, Lincoln St, Ports Ave.; additional Lincoln St improvements +\$5k
01431903	55218	PS- Plowing	85,760	75,000	93,558	85,000	85,000	Hire contractors to plow; additional Lincoln St improvements +\$10k
01431903	55319	PS- Vehicle Maintenance	10,229	18,000	25,255	23,000	23,000	Repair snow plows and snow removal equip
01431903	55217	PS- Plow/Spreader Repair	13,534	-	-	-	-	Moved to vehicle maintenance
01431903	55216	PS- Plow Damages	4,159	4,000	2,109	4,000	4,000	Private property damage caused by snow plows
01431903	55258	PS- Salt	90,423	65,000	63,533	65,000	65,000	Winter salt for town roads, sidewalks, parking lots; 2017 & 2018 up to \$53.30/ton
01431903	55259	PS- Sand	1,019	1,000	352	1,000	1,000	Purchase sand during winter months to spread along the town roads, sidewalks, parking lots
01431903	55026	PS- Calcium Chloride	-	500	-	500	500	Salt additive used during harsh temperatures in the winter
01431903	55119	PS- FEMA Reimb Force Labor	3,900	1	-	1	1	Expenses declared winter emergencies
01431903	55118	PS- FEMA Reimb Force Equip	3,900	1	-	1	1	Expenses declared winter emergencies
01431903	55128	PS- Fuel	12,737	19,670	12,755	19,670	19,670	Fuel for snow removal vehicles
		General Expenses Total	240,005	228,172	219,227	248,172	248,172	
		Snow Removal Total	337,463	314,632	292,822	334,555	334,555	V
Solid Waste Disposal								
01432304	51200	SW- Sal/Wages PT	10,028	17,662	14,247	18,196	18,196	1 PT @ 16 hrs/wk including transfer station winter schedule and weekend trash removal
01432304	51300	SW- Sal/Wages OT	4,923		8,717	5,000	5,000	OT for Highway employees assigned to Transfer Station
		Salaries Total	14,951	17,662	22,964	23,196	23,196	
01432304	52200	SW- FICA	920	1,095	1,584	1,438	1,438	Based on wages: 6.2%
01432304	52210	SW- Medicare	215	256	286	336	336	Based on wages: 1.45%
01432304	52300	SW- Retirement	560		928	559	559	Based on wages: 11.17%

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		Benefits Total	1,696	1,351	2,798	2,333	2,333	
01432304	55201	SW- Operations Maintenance	5,535	5,000	3,706	8,400	8,400	Mowing, materials and supplies at the Transfer Station; attendant's booth \$3,400 (materials only), if booth was constructed by students at SST in 2020
01432304	55293	SW- Supplies	1,403	1,700	3,312	1,700	1,700	Stickers and Garbage Litter Bags for Town & Public Works Offices to sell
01432304	55091	SW- Education/Training	750	650	(111)	650	650	Solid Waste Training
01432304	55300	SW- Tire Disposal	1,375	2,500	977	2,500	2,500	Disposal of Town tires
01432304	55018	SW- Blue Bags	93,125	75,000	89,721	75,000	75,000	Includes vendor delivery to store; offset by revenue
01432304	55054	SW- Construction Debris	9,906	12,000	5,904	10,000	10,000	Construction debris container at Transfer Station
01432304	55082	SW- Disposal/Recycling Contract	949,036	962,000	731,430	1,001,880	1,001,880	Per disposal and recycling contract with Waste Manangement June 2017 through May 2022 with 3% annual increases & recycling fallout from National Sword
01432304	55366	SW- Yard Waste	14,616	15,054	7,416	15,505	15,505	Twice per year curbside collection- leaf and yard waste
01432304	55163	SW- Landfill Monitoring	37,371	70,000	20,530	90,000	90,000	Gas and water quality testing at Cross Road landfill; seep metals loading by GZA; continued PFAS and 1,4-dioxane monitoring; 2 additional wells for 1,4-dioxane monitoring \$10k in 2020; landfill cap settlement repair \$30k in 2020; hydraulic loading w/Pickpocket Dam modifications \$20k in 2020
01432304	55186	SW- Metal Removal	400	4,000	1,225	3,000	3,000	Hauling charge to remove metals & white goods
01432304	55150	SW- Household Haz Waste Removal	36,141	29,000	-	39,000	39,000	Cost of annual Oct event; Exeter share \$10,000 the rest offset by regional collection revenue & State grant
01432304	55086	SW- Brush Removal	4,130	28,000	4,500	23,000	23,000	Rented bulldozer in prior years to push back brush dump at Transfer Station. 2019 was first year of brush grinding and removal by contractor.
01432304	55093	SW- Electronic Waste Expense	13,556	14,000	7,098	14,000	14,000	Removal of electronic waste collected at Transfer Station, offset by sticker revenue
01432304	55130	SW- Garbage Litter Bags Expense	1,515	-	-	-	-	Moved to supplies expense
01432304	55244	SW- Recycle Containers	11,994	13,100	12,987	13,100	13,100	Downtown litter bins; 65 gal carts & 12 gal bins and other trash bins; offset by revenue
01432304	55092	SW- Electricity	1,538	1,500	1,116	1,500	1,500	Transfer station building
		General Expenses Total	1,182,390	1,233,504	889,811	1,299,235	1,299,235	
		Solid Waste Disposal Total	1,199,037	1,252,517	915,573	1,324,764	1,324,764	v
Street Lights								
01431605	55303	PW- Traffic Light Maintenance	10,032	10,340	5,354	10,340	10,340	High St, Green St, Alum Dr, Holland Way signals (Continental Dr new 2019); controllers, loop detectors, bulbs & emergency vehicle pre-emption controllers; audible signals at High & Ports in 2019 for \$1,340
01431605	55092	PW- Electricity- Street Lights	161,376	160,000	124,409	160,000	160,000	All street lights in Town rights-of-way
		General Expenses Total	171,408	170,340	129,763	170,340	170,340	
		Street Lights Total	171,408	170,340	129,763	170,340	170,340	V

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Stormwater								
01431118	55293	STW- Supplies	315	2,700	2,037	2,700	2,700	Pet waste bags (Town Clerk & Highway), plotter supplies (ink, printheads, paper)
01431118	55058	STW- Contracted Services	29,308	42,740	2,000	52,740	52,740	IDDE dry weather screening at 22 sites \$22k, IDDE procedures & training \$6k, TN (NPS only) annual report \$8k, MS4 annual report \$5k, Kimmins Brook BMP \$6k, municipal O&M procedures (Good housekeeping & pollution prevention) \$5k
01431118	55190	STW-Mobile Communications	-	480	-	480	480	Tablet/mifi \$40.12/mo
01431101	55102	STW- EPA Stormwater Phase II	4,268	-	-	-	-	
01431118	55291	STW- Subscriptions	2,700	4,080	-	4,080	4,080	GPS, SmartNet, PeopleForms subscriptions
01431118	55270	STW- Software Agreement	-	10,000	-	-	-	NHDES CWSRF Asset Management
		General Expenses Total	36,591	60,000	4,037	60,000	60,000	
		Stormwater Total	36,591	60,000	4,037	60,000	60,000	V
		Subtotal before Maintenance	3,892,708	4,240,778	3,389,974	4,414,295	4,423,053	
Public Works - Maintenance								
General								
01419406	51110	PM- Sal/Wages FT	222,407	259,086	222,559	267,219	267,219	5 FT Maint Supt, Custodian, 3 Maint Techs
01419406	51200	PM- Sal/Wages PT	33,850	33,111	28,479	33,695	33,695	1 PT Custodian @ 34hr per week
01419406	51300	PM- Sal/Wages OT	3,446	3,000	5,495	3,000	3,000	Emergencies, callouts
01419406	51310	PW- Sal/Wages Stand-By	-	7,280	5,180	7,280	7,280	Pay for after hours on-call status, \$140/week per union contract
01419406	51350	PM- FEMA Storm Related OT	-	1	-	1	1	Expenses related to declared emergencies
01419406	51400	PM- Longevity Pay	1,350	1,350	-	1,500	1,500	2 FT per union contract
		Salaries Total	261,053	303,828	261,713	312,695	312,695	
01419406	52100	PM- Health Insurance	50,491	70,664	62,297	73,645	73,645	Premium increase 8.7%
01419406	52110	PM- Dental Insurance	4,604	5,385	4,443	5,595	5,595	Premium increase 3.9%
01419406	52120	PM- Life Insurance	294	378	344	324	324	Premium decrease
01419406	52200	PM- FICA	15,842	18,837	15,058	19,387	19,387	Based on wages: 6.2%
01419406	52210	PM- Medicare	3,705	4,406	3,522	4,534	4,534	Based on wages: 1.45%
01419406	52300	PM- Retirement Town	25,884	30,517	25,184	31,164	31,164	Based on wages: 11.17%
		Benefits Total	100,819	130,187	110,848	134,649	134,649	
01419406	55176	PM- Maintenance Bld Materials	562	1,200	17	1,200	1,200	Stock paint, putty, nails, screws
01419406	55178	PM- Maintenance Tools	1,716	3,000	989	3,000	3,000	HVAC Tech, plumber, elec. tools, replenish drill bits, small power tools
01419406	55069	PM- Custodial Supplies	13,870	16,000	8,908	16,000	16,000	All Town buildings' paper & cleaning products
01419406	55058	PM- Contract Services	7,710	32,000	22,474	43,000	43,000	Town buildings roof snow removal \$6k and contracted cleaning for Town Offices \$26K; Rec Ctr 2x week starting 2020 (\$11k)
01419406	55173	PM- Licenses	145	300	450	300	300	Licenses for Electrician and HVAC Plumber Tech
01419406	55190	PM- Mobile Communications	390	600	612	600	600	Maint. Superintendent cell phone
01419406	55257	PM- Safety Equipment	1,806	2,000	902	2,000	2,000	Fall protection, eye protection, steel-toed boot replacement \$185/yr
01419406	553	PM- Uniforms	4,162	5,500	2,239	5,500	5,500	Uniforms and cleaning for 5 Staff

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01419406	55048	PM- Computer Software	8,509	3,000	68	3,000	3,000	Dropping TMA for annual maint of Fleet & Facility Maint software TMA (Dec); converting to People GIS work order system
01419406	55091	PM- Education/Training	490	800	119	800	800	Continuing education requirements for License renewals Master Elect, Journeyman Plumber/Gas fitter. Education seminars Carpenter.
01419406	55128	PM- Fuel	2,910	4,475	3,007	4,475	4,475	Maintenance Dept vehicles (5)
		General Expenses Total	42,271	68,875	39,785	79,875	79,875	
		General Maintenance Total	404,142	502,890	412,346	527,219	527,219	V
Town Buildings								
01458908	51200	Swasey Parkway- Sal/Wages PT	149		353			Recording Secretary for Swasey Parkway
01458908	52200	Swasey Parkway- FICA	9		18			Recording Secretary for Swasey Parkway
01458908	52210	Swasey Parkway- Medicare	2		4			Recording Secretary for Swasey Parkway
		Town Buildings-Water/Sewer Bills	11,734	13,150	8,910	17,705	17,705	Water/Sewer bills for Town Buildings
		Town Buildings- Building Maintenance	53,527	71,500	80,365	73,500	73,500	Building Maintenance for Town Buildings, Incl Swasey Parkway & Raynes Barn
		Town Buildings- Natural Gas	59,529	69,700	47,604	60,000	60,000	Natural Gas for Town Buildings
		Town Buildings- Electricity	100,271	108,950	75,183	108,950	108,950	Electricity for Town Buildings, Incl. Swasey Parkway & Raynes Barn
		Train Station- Supplies	51	3,800	1,625	3,800	3,800	Light fixtures, electrical breakers, signage
		Train Station- Platform Lease Liability	20,820	-	21,426	22,069	22,069	Platform Lease Liability for Train Station
		Train Station- Platform Lease	3,244	3,244	3,312	3,400	3,400	Platform Lease for Train Station
		Town Buildings Total	249,337	270,344	238,800	289,424	289,424	V
Maintenance Projects								
01419406	55177	PM- Maintenance Projects	15,415	100,000	54,454	100,000	100,000	Town owned building projects
		Total Maintenance Projects	15,415	100,000	54,454	100,000	100,000	
		Town Maintenance/Buildings Total	668,895	873,234	705,599	916,643	916,643	V

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Mechanics/Garage:								
01419415	51110	PG- Sal/Wages FT	131,196	148,190	86,141	154,710	144,695	3 FT: 1 Mech foreman; 2 Mechanics
01419415	51300	PG- Sal/Wages OT	1,528	3,000	218	3,000	3,000	Mechanic OT -76 hours per year
01419415	51310	PG- Sal/Wages Standby Pay			420			
01419415	51400	PG- Longevity Pay	750	750	-	850	-	
		Salaries Total	133,474	151,940	86,779	158,560	147,695	
01419415	52100	PG- Health Insurance	34,444	47,513	19,645	51,646	77,470	Premium increase 8.7%
01419415	52110	PG- Dental Insurance	4,234	5,486	2,895	5,700	5,700	Premium increase 3.9%
01419415	52120	PG- Life Insurance	116	190	244	162	162	Premium decrease
01419415	52200	PG- FICA	8,481	9,420	5,306	9,831	9,157	Based on wages: 6.2%
01419415	52210	PG- Medicare	1,983	2,203	1,241	2,299	2,142	Based on wages: 1.45%
01419415	52300	PG- Retirement Town	15,189	17,128	9,341	17,711	16,498	Based on wages: 11.17%
		Benefits Total	64,446	81,940	38,672	87,349	111,128	
01419415	55338	PG- Weight Testing/Repair	476	1,000	376	1,000	1,000	2 mechanic lifts certified testing & repair, 3 crane mounted electric hoists
01419415	55316	PG- Vehicle Equipment Stock	2,520	5,000	4,016	5,000	5,000	Fluids, filters, bulbs, nuts & bolts for all Town Departments
01419415	55319	PG- Vehicle Maintenance	685	2,000	5,112	2,000	2,000	Maintenance Dept vehicles (5) + forklift
01419415	55183	PG- Mechanics Tools	2,372	17,000	522	3,000	3,000	Mechanics' allowance 3@\$500/ea; replace Town owned tools; rental
01419415	55128	PG- Fuel	1,532	1,200	1,584	1,600	1,600	Mechanics shop truck & forklift
01419415	55129	PG- Fuel Dispensing System	4,356	3,500	5,088	4,000	4,000	Fuel pumps, UST inspection, reporting equipment, 22 year old fuel island maintenance
		General Expenses Total	11,941	29,700	16,698	16,600	16,600	
		Mechanics/Garage Total	209,862	263,580	142,149	262,509	275,423	V
		Total Public Works Budget	4,771,464	5,377,592	4,237,722	5,593,447	5,615,119	V

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Welfare & Human Services								
Welfare								
01444110	51110	WE- Sal/Wages FT	7,797	8,035	5,818	7,942	7,942	
		Salaries Total	7,797	8,035	5,818	7,942	7,942	
01444110	52100	WE- Health Insurance	-	-	371	-	-	
01444110	52110	WE- Dental Insurance			21			
01444110	52200	WE- FICA	450	498	339	492	492	Based on wages: 6.2%
01444110	52210	WE- Medicare	105	117	80	115	115	Based on wages: 1.45%
01444110	52300	WE-Retirement - Town	887	906	657	887	887	Based on wages: 11.17%
		Benefits Total	1,442	1,521	1,468	1,495	1,495	
01444110	55200	WE- Supplies	9	210	158	210	210	notebooks, folders and desk supplies.
01444110	55224	WE- Postage	3	20	3	20	20	Client/state/agencies - postage - most are done electronically
01444110	55190	WE- Mobile Communications	314	180	60	180	180	For off hours usage / split 50/50 with TM budget
01444110	55088	WE- Dues	70	55	40	55	55	State local welfare dues
01444110	55076	WE - Direct Relief-Food/Gas	425	500	-	500	500	Requests for food/gas has increased this year with the homeless population increasing
01444110	55079	WE - Direct Relief- Rent	49,016	40,000	35,506	40,000	40,000	2019 YTD August: Wentworth Trust reimbursed \$7,911.22; Town Funds \$ 15,261.47
01444110		WE - Direct Relief- Hotel				5,000	5,000	State program was defunked
01444110	55075	WE - Direct Relief- Electricity	9,889	7,500	5,723	7,500	7,500	\$ Town funds - Wentworth Trust reimbursed \$2,817.74
01444110	55077	WE - Direct Relief - Heat	1,097	2,500	2,104	2,500	2,500	\$ Town funds - Wentworth Trust reimbursed \$0
01444110	55078	WE - Direct Relief -Medical	2,133	2,500	799	2,500	2,500	\$ Town funds - Wentworth Trust reimbursed \$0
01444110	55025	WE- Burial Expense	3,750	3,000	2,250	3,000	3,000	Cremation - aging low income population
01444110	55133	WE- Direct Relief General Expense		1,500	-	1,500	1,500	Direct relief items that don't fall under other lines i.e. car repairs, registration, taxes, etc. covered by Wentworth and town is reimbursed
01444110	55308	WE- Travel Reimbursement	64	200	75	200	200	Travel to local monthly meetings to Raymond, State Monthly Meetings in Concord - Seminars
01444110	55050	WE- Conf/Room/Meals	-	200	-	200	200	1 Conference - 4 meetings in Concord
01444110	55106	WE- Equipment Purchase	-	250	-	250	250	
		General Expenses Total	66,769	58,615	46,718	63,615	63,615	
		Welfare Total	76,008	68,171	54,004	73,052	73,052	V
Human Services								
01444511	55360	HS- Human Services Funding	107,500	106,625	63,844	103,805	103,805	See separate list
		Human Services Total	107,500	106,625	63,844	103,805	103,805	V
		Total Welfare & Human Services	183,508	174,796	117,848	176,857	176,857	V

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Parks & Recreation								
Recreation								
01452001	51110	PR- Sal/Wages FT	191,747	223,747	186,651	245,957	245,957	4 FT: Director, Asst. Director, Rec Coordinator, Office Manager (Full year at full-time)
01452001	51200	PR- Sal/Wages PT	24,567	6,803	6,199	-	-	Moved to FT
01452001	51300	PR- Sal/Wages OT	900	1,200	1,262	1,200	1,200	Recreation Coordinator nights and weekends
		Salaries Total	217,214	231,750	194,112	247,157	247,157	
01452001	52100	PR- Health Insurance	46,023	34,455	29,685	36,645	35,387	Premium increase 8.7%
01452001	52110	PR- Dental Insurance	2,988	4,180	3,339	4,345	4,345	Premium increase 3.9%
01452001	52120	PR- Life Insurance	273	362	372	324	324	Premium decrease
01452001	52130	PR- LTD Insurance	526	902	-	832	832	Premium decrease
01452001	52200	PR- FICA	13,953	14,369	11,519	15,324	15,324	Based on wages: 6.2%
01452001	52210	PR- Medicare	3,263	3,360	2,694	3,584	3,584	Based on wages: 1.45%
01452001	52300	PR- Retirement Town	21,799	25,348	20,196	27,607	27,607	Based on wages: 11.17%
		Benefits Total	88,826	82,976	67,805	88,661	87,403	
01452001	55293	PR- Supplies	1,014	1,500	1,452	1,500	1,500	Office supplies: pens, paper, ink and other supplies
01452001	55224	PR- Postage	54	150	22	150	150	General office mailing
01452001	55088	PR- Dues	375	700	-	700	700	NHRP/NRPA/NEPA Dues for Department Staff
01452001		PR- Senior Services				7,500	7,500	Senior Programming Initiative
		General Expenses Total	1,443	2,350	1,474	9,850	9,850	
		Recreation Total	307,483	317,076	263,391	345,668	344,410	V
Parks								
01452002	51110	PK- Sal/Wages FT	68,981	71,760	60,448	74,454	74,454	2 FT Employees
01452002	51200	PK- Sal/Wages Temp		11,000	-	-	-	Using contracted Services
01452002	51300	PK- Sal/Wages OT	6,476	5,500	4,644	5,500	5,500	OT for 2 FT Employees
01452002	51400	PK- Longevity Pay	700	800	-	900	900	2 FT Employees
		Salaries Total	76,156	89,060	65,092	80,854	80,854	
01452002	52100	PK- Health Insurance	27,132	27,619	24,064	28,695	28,695	Premium increase 8.7%
01452002	52110	PK- Dental Insurance	1,022	1,533	1,278	1,593	1,593	Premium increase 3.9%
01452002	52120	PK- Life Insurance	126	126	115	108	108	Premium decrease
01452002	52200	PK- FICA	4,490	5,522	3,682	5,013	5,013	Based on wages: 6.2%
01452002	52210	PK- Medicare	1,050	1,291	861	1,172	1,172	Based on wages: 1.45%
01452002	52300	PK- Retirement Town	8,675	8,799	7,080	9,031	9,031	Based on wages: 11.17%
		Benefits Total	42,496	44,890	37,080	45,613	45,613	

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01452002	55319	PK- Vehicle Maintenance	2,626	3,000	2,571	3,000	3,000	Snow Tires for the newest truck in our fleet would be helpful along with snow tires for our 15 passenger van. Conversion of old 15 passenger van into a event van.
01452002	55108	PK- Equipment Repairs	614	950	723	850	850	Equipment that is older need to be maintained properly. New equipment has been purchased in the past year reducing some need for constant repairs.
01452002	55239	PK- Park Maintenance	816	1,500	1,439	7,000	7,000	playground repairs, fencing repairs, umbrellas
01452002	55109	PK- Equipment Supplies	8,435	8,800	7,318	8,800	8,800	flags, field paint, keys and locks, lumber misc.
01452002	55058	PK- Contract Services	27,813	27,200	37,188	45,050	45,050	Contracting services to mulch the playgrounds, mulch beds, while maintaining edging and weeding of sites. Help in renovating the public safety building landscaping in 2020. Additional treatment for poison ivy at various parks most notably, the Recreation Park.
01452002	55164	PK- Landscaping Supplies	10,626	11,650	10,227	15,500	15,500	Purchase of mulch, playground chips, flowers, weed fabric. Supplies for landscaping of the public safety building as well as 32 Court st. Infield top dressing
01452002	55033	PK- Chem Toilet Rental	963	1,600	1,600	1,900	1,900	brickyard park, swasey parkway, Rec Park in spring and fall as well as on the upper fields. Price has gone up but so has the usage as we keep the chemical toilet at Planet Playground year round. Good for public health.
01452002	55267	PK- Signs	1,693	1,000	918	700	700	general sign replacement-New Adopter signs, New Kids Park Sign, New informational boards.
01452002	55314	PK- Uniforms	745	750	229	750	750	shoes, shirts, pants (pricing has increased for beathable material for shirts).
01452002	55106	PK- Equipment Purchase	12,932	20,200	20,200	3,000	3,000	Additional equipment: Walk behind leaf blower and infield drag.
01452002	55128	PK- Fuel	5,522	5,165	5,237	5,165	5,165	Fuel estimate
		General Expenses Total	72,785	81,815	87,650	91,715	91,715	
01452002	55283	PK- Stewart Park Maintenance	18,392	5,534	3,485	-	-	Stewart Park installation and removal assistance and crane rental for docks removal MOVED TO PARK MAINT
		Capital Outlay Total	18,392	5,534	3,485	-	-	
		Parks Total	209,829	221,299	193,308	218,182	218,182	V
		Total Parks & Recreation	517,312	538,375	456,699	563,850	562,592	V

Town of Exeter								
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Other Culture & Recreation								
Other Culture & Recreation								
01452004	55111	OC- Exeter Arts Committee	6,086	1	-	-	-	Inactive Committee
01452004	55036	OC- Christmas Lights	4,892	5,000	-	5,000	5,000	Churchill's greenery 1,500, Unutil electric bill
01452004	55063	OC- Council on Aging	-	1	-	-	-	Council disbanded and Boston Post Cane ceremony taken over by Historical Society and senior transportation taken over by Transportation Committee
01452004	55037	OC- Christmas Parade	3,000	3,000	239	3,000	3,000	Christmas Parade committee grant
01452004	55292	OC- Summer Concerts	9,875	9,000	9,000	9,000	9,000	Summer concerts in Swasey Parkway
		Other Culture & Recreation Total	23,854	17,002	9,239	17,000	17,000	V
Special Events								
01452005	55112	SE- Exeter Brass Band	3,500	3,500	3,500	3,500	3,500	Payments to brass band performers
01452005	55320	SE- Veteran's Activities	3,189	3,500	3,392	3,500	3,500	Memorial Day flags, Vets Day flags, Lunch
01452005	55006	SE- Fireworks	8,750	8,000	8,000	8,000	8,000	Fireworks for AIM Festival anticipated slight increase
		Special Events Total	15,439	15,000	14,892	15,000	15,000	V
		Total Other Culture & Recreation	39,293	32,002	24,131	32,000	32,000	V
Public Library								
Library								
01455001	51110	LB- Sal/Wages FT	389,537	474,182	372,920	431,674	451,674	3 FT Employees
01455001	51200	LB- Sal/Wages PT	167,676	138,235	147,520	178,728	178,728	15 PT Employees
		Salaries Total	557,213	612,417	490,440	630,402	630,402	
01455001	52100	LB- Health Insurance	78,334	94,672	70,503	85,532	85,532	Premium increase 8.7%
01455001	52110	LB- Dental Insurance	5,067	6,430	4,124	6,208	6,208	Premium increase 3.9%
01455001	52120	LB- Life Insurance	390	500	385	486	486	Premium decrease
01455001	52130	LB- LTD Insurance	1,203	1,226	1,240	1,080	1,080	Premium decrease
01455001	52200	LB- FICA	33,753	37,970	28,337	39,085	39,085	Based on wages: 6.2%
01455001	52210	LB- Medicare	7,894	8,880	6,628	9,141	9,141	Based on wages: 1.45%
01455001	52300	LB- Retirement Town	44,210	53,464	40,044	50,452	50,452	Based on wages: 11.17%
01455001	52500	LB- Unemployment Comp	-	260	260	276	276	Primex (Estimated 6% YOY increase)
01455001	55172	LB- Liability Insurance	907	1,189	1,189	1,194	1,194	Primex (based on asset allocation)
01455001	52600	LB- Workers Comp Insurance	2,688	1,609	1,609	2,745	2,745	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$1,237
		Benefits Total	174,446	206,200	154,319	196,198	196,198	
01455001	55326	LB- Water/Sewer Bills-Library	-	-	-	-	-	
01455001	55233	LB- Public Services	195,802	206,304	202,304	206,304	206,304	Appropriation for general Library expenses paid directly by Library
		General Expenses Total	282,974	206,304	202,304	206,304	206,304	
		Total Library	1,014,633	1,024,921	847,063	1,032,905	1,032,905	V

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Debt Service & Capital								
Debt Services								
01471121	58003	GF- Epping Rd Water Tank	105,000	105,000	105,000	105,000	105,000	2028 Final payment
01471121	58005	GF- Great Dam Study	34,800	34,800	34,800	34,800	34,800	2021 Final payment
01471121	58006	GF- Norris Brook Culverts	55,000	55,000	55,000	-	-	2019 Final payment
01471121	58004	GF- Great Dam Removal	155,000	155,000	155,000	155,000	155,000	2024 Final payment
01471121	58008	GF- Linden St. Bridge/Culvert	70,000	70,000	70,000	70,000	70,000	2025 Final payment
01471121	58007	GF- Sidewalk Program	58,000	55,000	55,000	55,000	55,000	2025 Final payment
01471121	58009	GF- Jady Hill Phase II Utilities	25,000	25,000	25,000	-	-	2019 Final payment
01471121	58026	GF- Lincoln Street Ph#2	98,858	97,188	97,188	97,188	97,188	2032 Final payment
01471121	58029	GF- Court Street Culvert	117,928	116,090	116,090	116,090	116,090	2027 Final payment
01471121	58031	GF- String Bridge Rehabilitation		63,050	63,050	65,000	65,000	2023 Final payment
01471121		GF- Rec Park Development				45,600	45,600	2024 Final payment
01471121		GF- Salem St. Utility Design & Engin				5,908	5,908	2024 Final payment
		GF Debt Service Principal Total	719,586	776,128	776,128	749,586	749,586	
01472122	58514	GF- Epping Rd Water Tank Interest	56,234	53,519	50,506	49,300	49,300	2028 Final payment
01472122	58516	GF- Great Dam Study Interest	4,505	3,114	3,114	2,070	2,070	2021 Final payment
01472122	58517	GF- Norris Brook Culverts Interest	3,713	1,513	1,513	-	-	2019 Final payment
01472122	58515	GF- Great Dam Removal Interest	55,335	47,430	47,430	39,525	39,525	2024 Final payment
01472122	58519	GF- Linden St. Bridge/Culvert	17,916	15,046	15,046	12,176	12,176	2025 Final payment
01472122	58518	GF- Sidewalk Program Interest	14,441	12,063	12,063	9,808	9,808	2025 Final payment
01472122	58520	GF- Jady Hill Phase II Utilities Int	1,688	688	688	-	-	2019 Final payment
01472122	58527	GF- Lincoln Street Ph#2	76,817	65,505	65,505	60,548	60,548	2032 Final payment
01472122	58528	GF- Court Street Culvert	63,228	52,052	52,052	46,131	46,131	2027 Final payment
01472122	58530	GF- String Bridge Rehabilitation		18,715	18,715	12,750	12,750	2023 Final payment
01472122		GF- Rec Park Development				12,625	12,625	2024 Final payment
01472122		GF- Salem St. Utility Design & Engin				1,520	1,520	2024 Final payment
		GF Debt Service Interest Total	293,875	269,645	266,630	246,453	246,453	
01472323	58501	GF- TAN Interest	-	1	-	1	1	Reserve for Tax Anticipation Note
		TAN Interest Total	-	1	-	1	1	
1472324	58500	GF- BAN Interest				32,100	59,100	Interest on BAN (Library renovation) per Newburyport Savings Bank. BAN extended through 8/2020
		BAN Interest Total	-	-	-	32,100	59,100	
		Debt Services Total	1,013,461	1,045,774	1,042,757	1,028,140	1,055,140	V
Miscellaneous								
01-4194-01	01419417	GG- Disaster Repairs - Insured	-	1		1	1	
01419417	55224	GG- Postage	6,631	1	299	1	1	Town-wide postage reserve
01419417	55060	GG- Cash Over/Short	168	1	2,881	1	1	Town-wide cash over/short in-house collections
01419417	55189	GG- Misc Expense	206	1	611	1	1	Internal audit entry
		General Expenses Total	7,006	4	3,791	4	4	V

Town of Exeter								
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Vehicle Replacement								
01419416	57005	GG- CO - Leases	450,215	455,770	324,061	338,953	338,953	See separate list
01419418	57012	GG- CO - Vehicles	173,623	65,898	29,967	77,955	77,955	2 vehicles for PD (see separate list)
		Capital Outlay Total	623,837	521,668	354,028	416,907	416,907	V
Cemetaries								
01419500	57000	GG-CO-Cemetaries	-	1	-	1	1	
			-	1	-	1	1	V
Capital Outlay-Other								
01419900	55361	GG- CO- Land Acquistion/Purchase	-	1	-	1	1	
01419900	57006	GG- CO- Equipment	3,570	4,500	6,384	4,250	4,250	Vehicle Data Gathering (AA Tracking)
		Capital Outlay Total	3,570	4,501	6,384	4,251	4,251	V
		General Government Total	634,413	526,174	364,203	421,163	421,163	
		Total Debt Service & Capital	1,647,874	1,571,948	1,406,960	1,449,303	1,476,303	
Benefits & Taxes								
Payroll Taxes & Benefits								
		GG- Health Insurance Reserve						2020- Est. 10.0% increase YOY General Fund, Water Fund, Sewer Fund
		GG- Dental Insurance Reserve						2020- Est. 2.0% increase YOY General Fund, Water Fund, Sewer Fund
		GG- Disability Insurance Reserve						2020- Est. 2.0% increase YOY General Fund, Water Fund, Sewer Fund
01415535	52140	GG- Insurance Buyout	115,490	135,837	115,219	162,380	160,330	Health Insurance Buyout (27 employees)
01415536	52150	GG-Retirement/ Sick Leave Buyout	98,446	1	46,597	1	1	Use funds in Sick Leave CRF
01415531	55125	GG- Flexible Spending Fees	965	1,221	740	1,221	1,221	Fees for 37 employees FSA accounts (33 health % 4 depend care)
		Payroll Taxes & Benefits Total	214,900	137,059	162,556	163,602	161,552	V
Unemployment								
01415533	52500	GG- Unemployment Comp	-	3,456	3,456	3,663	3,663	Primex (Estimated 6% YOY increase)
		Unemployment Total	-	3,456	3,456	3,663	3,663	V
Worker's Compensation								
01415537	52600	GG- Workers Comp Insurance	203,293	121,787	121,787	207,783	207,783	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$93,658
		Worker's Compensation Total	203,293	121,787	121,787	207,783	207,783	V
Insurance								
01419614	55172	GG- Liability Insurance	73,912	54,684	54,686	54,878	54,878	Primex: Based upon allocation of assets
01419614	55124	GG- Fleet Insurance	11,596	7,335	7,335	7,361	7,361	Primex: Based upon allocation of assets
01419614	55157	GG- Insurance Deductible	1,923	3,000	2,000	3,000	3,000	Town has \$ 1K deductible per occurrence
01419614	55158	GG- Ins Reimbursed Repairs	6,101	1	3,473	1	1	
		Insurance Total	93,532	65,020	67,494	65,240	65,240	
		Total Benefits & Taxes	511,725	327,322	355,293	440,288	438,238	V
		Total General Fund	18,272,453	19,117,296	15,319,029	15,768	19,691,280	

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Warrant Articles/Other								
WAR								
01500000	59072	Sidewalk Program CRF	20,000	60,000	60,000	60,000	60,000	CIP P#19 Continues efforts of sidewalk repl
01500000		Sick Leave Expendable Trust Fund	100,000	100,000	100,000	100,000	100,000	Sick Leave Fund held & invested by Trustee of Trust Funds
01500000		Snow/Ice Deficit Fund	50,000	50,000	50,000	50,000	50,000	Snow/Ice Deficit Non-Capital CRF
01500000	59091	LED Streetlight Replacement		187,818	178,691			Amount to come from fund balance
01500000	59073	Portable Radio Replacement	72,098		-			Fire Dept request for 22 radios in CIP
01500000	59080	Intersection Improvements Program		50,000	-			CIP P#22 Study of unsignalized intersections
01500000	59075	Cemetary CRF	27,000					Maintenance of Town owned inactive cemeteries
01500000	59xxx	Swasey Parkway CRF	7,500	24,000	24,000			Create a CRF for Swasey Parkway Pavillion using escrow account funds
01500000	59074	ADA Accessibility		35,000	-			CIP P#1 ADA study
01500000	59090	Parks & Rec CRF		100,000	39,441	100,000	100,000	CIP P#10 Continued investment in capital reserve fund established in 2019
01500000	59083	Public Safety Data & Analysis		50,000	29,700			Police, Fire/EMS Facility, Staffing & Data Analysis of all operations
01500000	59079	Dispatch Communication upgrade		153,451	99,186			CIP P#19
01500000	59093	Pickpocket Dam Reclassification		40,000	-	110,000	110,000	CIP P#15 Engineering evaluation/study \$90K plus hydrolic analysis \$ 20K
01500000		Great Bridge Deficit Funding		173,774	173,774			To fund the 2001 Great Bridge Capital Project deficit
01500000		Town wide Vehicle Replacements				147,872	147,872	See separate vehicle list
01500000		Conservation Fund Appropriation				50,000	50,000	CIP P#7 To support conservation initiatives such as land purchase to be added to the Conservation Fund
01500000		Communications Repeater Site				78,792	78,792	CIP P#11 Fuller Lane Water Tower
01500000		Westside Drive Design/Engineering				100,000	-	CIP P#21 Design & Engineering, \$100K (\$50K from General Fund Balance) and 50% from Sewer Fund Reserves
01500000		DPW Facility/Garage Design						CIP P#1 Design & Engineering
01500000		6 Wheel Dump and Plow Truck						CIP P#60
		Total Warrant Articles	276,598	1,024,043	754,792	796,664	696,664	V
Borrowing/ Other								
04491040		Library Renovation/Expansion		4,505,885				
04491041		Recreation Park Renovation Design & Engineering		250,000				
04491042		Salem St. Area Utility Replacements		30,000				Drainage design (has Water and Sewer Fund components)
0449xxxx		Recreation Park Renovation				12,704,600	-	CIP P#3 TBD
		Borrowing/Other Total	-	4,785,885	-	12,704,600	-	
		GF Warrant Articles/Other Total	276,598	5,809,928	754,792	13,501,264	696,664	
		Total General Fund Budget & Warrant Articles	18,549,051	24,927,224	16,073,821	33,168,032	20,387,944	

		FY19	FY20	
Interest and Penalties	\$133,418	\$155,000	\$155,000	\$0
Current Use Tax	354,100	7,500	7,500	\$0
Yield Tax Revenue	1,800	5,400	5,400	\$0
Payment In Lieu Of Taxes	41,304	41,305	41,304	(\$1)
Excavation Tax	970	500	500	\$0
Jeopardy Tax Revenue	1,981	1,500	1,500	\$0
Motor Vehicle Permits	3,025,683	3,025,000	3,025,000	\$0
Building Permits & Fees	202,365	425,000	250,000	(\$175,000)
General Town Clerk Revenue & Franchise Fees	218,609	210,000	210,000	\$0
Meals and Rooms Tax Revenue	774,137	779,375	779,375	\$0
General Revenue Sharing		158,990	158,990	\$0
State Highway Block Grant	304,007	311,502	311,502	\$0
Water Pollution Grant	25,521	0	0	\$0
State Grant Revenues	22,668	24,306	24,306	\$0
FEMA Reimbursements	0	0	0	\$0
Income From Departments	989,409	1,000,000	1,000,000	\$0
Sale of Town Property – Other	0	132,250	0	(\$132,250)
Interest Income	876	100,000	100,000	\$0
Total Rental/Misc Income	25,532	27,382	27,382	\$0
Transfers In Trust/Special Revenue Funds	184,989	239,121	220,000	(\$19,121)
Excess Bond Revenues	268,000	261,316	100,916	(\$160,400)
Use of Fund Balance	\$600,000	\$708,525	\$600,000	(\$108,525)
Total Revenues	7,251,640	\$7,613,972	\$7,018,675	(\$595,297)

\$7,175,369 \$7,613,972 \$7,018,675

Town of Exete							
2020 Preliminary Water Fund Budget							
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WATER FUND							
Administration							
02433021	51110	WA- Sal/Wages FT	168,581	195,835	143,298	211,725	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations (increase mostly due to change from Engineering Tech to Asst. Engineer)
02433021	51200	WA- Sal/Wages PT				2,604	GF allocation
02433021	51210	WA- Sal/wages Temp	2,688	3,500	2,856	3,500	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	171,269	199,335	146,154	217,829	
02433021	52100	WA- Health Insurance	27,866	42,921	25,813	45,805	Allocations from GF
02433021	52110	WA- Dental Insurance	2,300	3,237	1,855	3,350	Allocations from GF
02433021	52120	WA- Life Insurance	238	305	203	259	Allocations from GF
02433021	52130	WA- LTD Insurance	680	589	442	520	Allocations from GF
02433021	52140	WA - Health Insurance Buyout	2,575	2,196	1,647	2,196	Allocations from GF
02433021	52200	WA- FICA	10,520	12,359	8,950	13,505	Based on wages: 6.2%
02433021	52210	WA- Medicare	2,467	2,890	2,092	3,159	Based on wages: 1.45%
02433021	52300	WA- Retirement Town	19,159	22,278	16,115	23,650	Based on wages: 11.17%
02433021	52600	WA- Workers Comp Insurance	4,504	2,699	2,699	4,604	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$2,075
		Benefits Total	70,308	89,474	59,816	97,048	
02433021	55293	WA- Supplies	2,681	4,000	2,682	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% Supplies/maint. multi-function plotter
02433021	55055	WA- Consulting Services	1,900	5,000	7,450	5,000	Misc. Consulting Services, \$10k for System Development Charges
02433021	55124	WA- Fleet Insurance	400	344	344	345	Primex- Based upon allocation of assets
02433021	55228	WA- Property Insurance	76,607	46,940	46,940	47,107	Primex- Based upon allocation of assets
02433021	55157	WA- Insurance Deductible	-	1	-	1	Line item for insurance deductible
02433021	55158	WA- Insurance Reimbursed Repairs	-	1,000	-	1,000	Damagge repairs on insurance claims
02433021	55170	WA- Legal Expense	-	5,000	24	5,000	Legal expenses wellhead negotiations, administrative orders
02433021	55190	WA- Mobile Communications	341	800	148	800	20% Director, Town Engineer, Ast Engineer cellphones, 50% W/S Manager
02433021	55002	WA- Advertising	-	500	-	500	Bid packages, Requests for Proposals
02433021	55227	WA- Printing	2,154	2,600	3,786	2,600	Annual Consumer Confidence Rpt (CCR) & postage
02433021	55171	WA- Legal/Public Notices	5,157	5,000	2,751	4,000	Notice of main flushing, Public Hearings, violations
02433021	55050	WA- Conf Rooms/Meals	486	2,000	502	2,640	Annual national conference Dir 20%, WS Mgr & Asst. Mgr 50%
02433021	55091	WA- Education/Training	5,029	6,000	3,417	6,000	Treatment, Distribution & Backflow required CEUs & Dues
		General Expenses Total	94,756	79,185	68,044	78,993	
		Administration Total	336,333	367,994	274,014	393,870	V

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Billing							
02433124	51110	WB- Sal/Wages FT	72,998	74,929	58,131	75,818	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
02433124	51200	WB- Sal/Wages PT	8,412	11,373	9,222	11,765	1 PT Utilities Clerk 24 hrs/wk (50/50 split W&S)
02433124	51300	WB- Sal/Wages OT	700	706	578	306	Allocations from GF
02433124	51400	WB - Longevity Pay	500	500	375	375	Allocations from GF
		Salaries Total	82,610	87,508	68,306	88,264	
02433124	52100	WB- Health Insurance	24,645	25,935	20,659	25,936	Allocations from GF
02433124	52110	WB- Dental Insurance	1,582	1,718	1,365	1,828	Allocations from GF
02433124	52120	WB- Life Insurance	100	118	97	101	Allocations from GF
02433124	52130	WB - LTD Insurance	168	149	112	129	Allocations from GF
02433124	52200	WB- FICA	5,014	5,425	4,065	5,472	Based on wages: 6.2%
02433124	52210	WB- Medicare	1,173	1,269	951	1,280	Based on wages: 1.45%
02433124	52300	WB- Retirement Town	8,430	8,567	6,558	8,545	Based on wages: 11.17%
02433124	52600	WB- Workers Comp Insurance	1,050	629	629	1,073	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$484
		Benefits Total	42,162	43,810	34,436	44,364	
02433124	55200	WB- Supplies	3,105	3,500	2,678	3,750	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
02433124	55224	WB- Postage	5,471	4,800	4,758	5,750	Certified shut-off notices
02433124	55055	WB- Consulting Services	-	2,000	-	5,000	Allocation of actuarial costs for GASB compliance \$500 and Tyler conversion services \$4,500
02433124	55014	WB- Audit Fees	8,750	8,250	8,250	8,500	Audit Fees for Melanson & Health
02433124	55213	WB- Phone Utilization	3,681	4,200	3,476	4,200	12.5% allocation of IT phone utilization
02433124	55159	WB- Internet Services	-	1,155	-	1,155	12.5% allocation of IT internet services (website)
02433124	55270	WB- Software Agreement	10,618	9,900	9,507	10,500	Munis and partial year of Munismart Software Agreement, Water Smart meter portal \$5k annual maintenance (50/50 split W&S)
02433124	55308	WB- Travel Reimbursement				1,500	Munis instructor travel expenses
02433124	55091	WB- Education/Training	-	50	-	6,425	Munis implementation/conversion training (10 days shared with sewer)
		General Expenses Total	31,626	33,855	28,669	46,780	
		Water Billing Total	156,397	165,173	131,411	179,408	V
Distribution							
02433222	51110	WD- Sal/Wages FT	191,919	201,782	159,435	210,258	8 FT split 50/50 Water Distribution/Sewer Collection
02433222	51300	WD- Sal/Wages OT	21,313	21,000	26,318	21,000	Avg OT rate = \$35/hr, 600 hours; for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
02433222	51310	WD- Sal/Wages Stand-By	-	3,640	2,780	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
02433222	51400	WD- Longevity Pay	2,375	1,625	-	1,725	4 FT per union contract, split 50/50 WD/SC
		Salaries Total	215,607	228,047	188,533	236,623	

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02433222	52100	WD- Health Insurance	50,423	55,915	44,580	76,992	Premium increase 8.7%
02433222	52110	WD- Dental Insurance	3,119	4,538	2,370	4,714	Premium increase 3.9%
02433222	52120	WD- Life Insurance	244	252	212	216	Premium decrease
02433222	52200	WD- FICA	13,498	14,139	11,154	14,671	Based on wages: 6.2%
02433222	52210	WD- Medicare	3,157	3,307	2,609	3,431	Based on wages: 1.45%
02433222	52300	WD- Retirement Town	24,861	25,700	20,431	26,431	Based on wages: 11.17%
02433222	52600	WD- Workers Comp Insurance	8,370	5,015	5,015	8,557	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$3,857
		Benefits Total	103,672	108,865	86,371	135,011	
02433222	55022	WD- Building Maintenance	1,568	7,000	6,710	8,000	9 water pumping stations/wells
02433222	55021	WD- Brush Cutting	9,000	-	-	-	Skinner Spring, SWTP lagoons, GWTP, Well Building, Pump station/towers; started in-house in 2019; mower maintenance 2020 (\$1k)
02433222	55105	WD- Equipment Maintenance	3,238	7,000	1,254	7,000	Pumps, generators, misc equipment
02433222	55252	WD- Road Repairs	4,806	10,000	9,352	10,000	Trench patch, materials, crushing (replacing deteriorating service saddles); may use contractor
02433222	55319	WD- Vehicle Maintenance	7,242	7,000	8,198	10,000	15 vehicles/equipment, 4 trailers split 50/50 WD/SC; mower maintenance 2020 (\$1k)
02433222	55296	WD- System Maintenance	47,902	54,000	39,031	54,000	5 Hydrant assemblies, risers, service saddles, curbstops, pipe, valve boxes, other parts; \$1k automatic flushing hydrant
02433222	55059	WD- Tank Maintenance	219,171	158,723	119,042	158,723	Tank Rehabilitation- 1 MG Hampton Rd Prgm \$42,000/year; 1.5 MG Epping Rd Tower Maint. Prgm \$116,723/year
02433222	55173	WD- Licenses	2,880	800	107	800	Distribution licenses exams/renewals \$50/ea
02433222	55190	WD- Mobile Communication	655	1,050	978	1,450	4 MiFi's (50%); additional tablet 2020
02433222		WD- Fire Alarm Communication				1	Pump Station fire alarms (8 stations at \$100/month equals \$800/month or \$9,600/year)
02433222	55134	WD- General Hand Tools	1,482	1,500	646	1,500	Drills, bits, taps, dies, ratchet wrenches
02433222	55003	WD- Drug/Alcohol Testing	142	900	40	900	Contract w/CEOH; required (per USDOT) random testing for all CDL holders & screening new hires
02433222	55257	WD- Safety Equipment	2,689	3,500	2,561	3,500	PPE incl hardhats, gloves, Tyvek suits, respirators
02433222	55314	WD- Uniforms	1,818	2,145	1,011	2,145	Per union contract, 8 split 50/50 WD/SC
02433222	55136	WD- GIS Software	4,469	4,500	-	4,500	Software revisions/maintenance; handheld and software agreement with TiSales
02433222	55188	WD- Metering & Back Flow	76,783	80,000	73,242	80,000	Rebuild/replace meters to AWWA accuracy specifications, backflow devices, brass fittings
02433222	55235	WD- Pump Station & Towers	19,836	41,950	20,158	41,950	Pumps, I/O cards, check valve rebuilds, fuses/breakers; Gilman Well rehab \$17,500 in 2020
02433222	55194	WD- Natural Gas	6,843	9,000	7,372	10,000	Heating/generator fuel; new generators at new well buildings
02433222	55092	WD- Electricity	73,955	70,000	52,457	70,000	Water Pumping Stations and towers; 3 wells
02433222	55128	WD- Fuel	10,429	10,000	9,898	9,300	Fuel estimate
		General Expenses Total	494,909	469,068	352,057	473,769	
		Water Distribution Total	814,188	805,979	626,961	845,402	

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Treatment							
02433523	51110	WT- Sal/Wages FT	220,631	230,737	195,131	240,508	1 FT WTP Ops Spr, 1 Snr Op, 2 WTP Ops
02433523	51300	WT- Sal/Wages OT	34,164	19,075	30,897	19,075	
02433523	51310	WT- Sal/Wages Stand-By	3,640	7,280	5,800	7,280	Pay for after hours on-call status, \$140/week per union contract
02433523	51400	WT- Longevity Pay	1,300	1,300	-	1,500	2 FT per union contract
		Salaries Total	259,734	258,392	231,828	268,363	
02433523	52100	WT- Health Insurance	87,208	91,373	79,471	97,527	Premium increase 8.7%
02433523	52110	WT- Dental Insurance	6,350	6,496	5,347	6,750	Premium increase 3.9%
02433523	52120	WT- Life Insurance	310	315	240	216	Premium decrease
02433523	52200	WT- FICA	15,317	16,020	13,066	16,639	Based on wages: 6.2%
02433523	52210	WT- Medicare	3,582	3,747	3,056	3,891	Based on wages: 1.45%
02433523	52300	WT- Retirement Town	29,558	29,124	24,933	29,976	Based on wages: 11.17%
02433523	52600	WT- Workers Comp Insurance	8,368	5,014	5,014	8,555	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$3,856
		Benefits Total	150,694	152,089	131,127	163,554	
02433523	55022	WT- Building Maintenance	13,107	12,000	12,096	12,000	3 buildings @ SWTP & GWTP
02433523	55368	WT- Basin/Lagoon Cleaning	20,000	5,000	-	30,000	Lagoon cleaning \$50K (clean every 3 to 5 years)
02433523	55105	WT- Equipment Maintenance	31,840	28,000	29,167	46,000	Repair pumps & blowers; replacement parts; chemical tubing; new chloramine process; well & pump inspection \$1,650;\$15k for Clearwell/CRT/River intake cleaning and inspection; Grid Bee Maint. (\$3k)
02433523	55294	WT- Supplies Lab Equip	16,923	13,000	12,918	24,000	Safe Drinking Water Act compliance; chloramine testing reagents & field units; Chemscan reagents \$8k & calibration \$1k
02433523	55055	WT- Consulting	35,000	20,000	-	5,000	TTHM compliance & chloramine assistance; PFOA assistance
02433523	55270	WT- Software Equip/Contracted Ser	(2,844)	10,000	250	5,000	Maint. service for SCADA/telemetry, hydraulic model H2O Map
02433523	55173	WT- Licenses	915	1,200	50	1,200	Treatment licenses exams/renewals \$50/ea
02433523	55190	WT- Mobile Communication	1,459	1,500	1,884	3,600	WTP Operations Supervisor cellphone and WTP Ipad for SCADA; 3 new alarm devices for SWTP/GWTP (AT&T)
02433523	XXXX	WT- Fire Alarm Communication				1	SWTP/GWTP fire alarms (2 Plants @ \$100/month equals \$200/month or \$2,400/year)
02433523	55257	WT- Safety Equipment	596	1,500	946	1,500	Boots, gloves, hard hats, eye & hearing protection
02433523	55314	WT- Uniforms	1,438	2,400	670	2,400	Per union contract, 3 emp
02433523	55271	WT- Software Services	4,867	7,000	1,102	7,000	SCADA software maintenance service
02433523	55072	WT- Dam Registrations	3,000	3,000	-	3,000	Annual NHDES fees/Reservoir & Pickpocket dams
02433523	55229	WT-Property Taxes	317	200	309	360	Skinner Springs in Stratham (Pickpocket Dam in Brentwood now tax exempt); Pan Am charges for Summer St

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02433523	55161	WT- Lab testing	29,715	26,000	22,642	33,500	Coliform bacteria, organic carbon, volatile & synthetic, quarterly PFOA/PFAS \$4,500; 60 Lead & Copper samples
02433523	55034	WT- Chemicals	93,346	90,000	67,380	105,000	11 chemicals including ammonium sulfate for chloramines; GWTP filter media \$15K in 2020
02433523	55194	WT- Natural Gas	22,156	25,000	11,350	23,000	heating/generator fuel
02433523	55092	WT- Electricity	67,673	80,000	52,405	72,000	Pumps, lights, etc
02433523	55128	WT- Fuel	2,431	2,000	1,510	1,860	Water Treatment Plant truck
02433523	55211	WT- Phone Lease Alarms	4,649	4,945	3,852	4,945	Switched out Fairpoint DSL to Comcast cable 2 yr contract for increased communication stability & reliability
		General Expenses Total	346,589	332,745	218,531	381,366	
		Water Treatment Total	757,017	743,226	581,486	813,283	V
Debt Service							
02471125	58024	DS- Water Tank SRF	188,696	195,021	195,021	201,558	2028 Final payment
02471125	58010	DS- Water Line- Main & Lincoln Sts	125,000	125,000	125,000	120,000	2024 Final payment
02471125	58022	DS- Water Line Replacement- JH	153,700	153,700	153,700	153,700	2021 Final payment
02471125	58012	DS- Portsmouth Ave Waterline	16,071	16,071	16,071	15,268	2023 Final payment
02471125	58014	DS- Waste Stream Reduction	41,901	-	-	-	2018 Final payment
02471125	58015	DS-Water Meter Replacement	105,735	107,383	107,383	-	2019 Final payment
02471125	58023	DS- Lary Lane GWTP SRF	215,514	219,738	219,738	224,045	2036 Final payment
02471125	58027	DS- Lincoln Street Phase #2	9,758	9,593	9,593	9,593	2032 Final payment
02471125	58028	DS- Court Street Culvert	3,972	3,910	3,910	3,910	2027 Final payment
02471125	58032	DS- Washington Street	-	-	56,000	55,000	2028 Final payment
02471125		DS- Salem St. Utility Design & Engin				29,538	2024 Final payment
02471125		DS- Surface Water Plant TTHM Treatment				84,000	2034 Final payment
		Water Debt Service Principal Total	860,347	830,416	886,416	896,612	
02472126	58524	DS- Water Tank SRF	82,051	75,726	75,726	69,188	2028 Final payment
02472126	58502	DS- Water Line- Main & Lincoln Sts	43,350	36,975	36,975	30,600	2024 Final payment
02472126	58521	DS- Water Line Replacement- JH	19,902	13,754	13,754	9,143	2021 Final payment
02472126	58504	DS- Portsmouth Ave Waterline	4,987	4,087	4,087	3,267	2023 Final payment
02472126	58506	DS- Waste Stream Reduction	406	-	-	-	2018 Final payment
02472126	58507	DS-Water Meter Replacement	2,377	1,042	1,042	-	2019 Final payment
02472126	58522	DS- Lary Lane GWTP SRF	96,118	91,894	91,894	87,587	2036 Final payment
02472126	58525	DS- Lincoln Street Phase #2	7,582	6,466	6,466	5,977	2032 Final payment
02472126	58529	DS- Court Street Culvert	2,130	1,753	1,753	1,554	2027 Final payment
02472126	58531	DS- Washington Street	-	-	32,044	24,480	2028 Final payment
02472126		DS- Salem St. Utility Design & Engin				7,593	2024 Final payment
02472126		DS- Surface Water Plant TTHM Treatment				28,649	2034 Final payment
		Water Debt Service Interest Total	258,903	231,697	263,740	268,038	
		Debt Service Total	1,119,250	1,062,113	1,150,156	1,164,650	V

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Capital Outlay							
02490027	55318	CO- Capital Outlay - Leases	-	37,571	1,716	22,592	See separate lease schedule
02490027	57009	CO- Capital Outlay - Vehicle	42,226	-	-	48,059	See separate vehicle schedule
02490027	55361	CO- Capital Outlay - Land Acquisition/Purchase	-	1	-	1	
02490027	57015	CO- Water System Capital	1,472	100,000	41,165	100,000	Capital outlay needs for water facilities: SWTP VFD/Pump Repl \$85k, River Sta pump \$45k, Modulating valve \$50k; Well Rehab (\$20k); Recoating metal surfaces in clearwell \$45k
		CO- WTP Capital	-	-	-	-	BRC eliminated line item and combined with 627-7425
		Capital Outlay Total	43,698	137,572	42,881	170,652	V
		Water Fund Total	3,226,883	3,282,057	2,806,908	3,567,264	V
WF -Warrant Articles							
15491042	53221	Salem St. Area Utility Replacements		150,000			Drainage Design (has General and Water Fund components)
		Groundwater/Surface Water Source Devel				200,000	CIP P#22 Well permitting and pump test
		Hampton Road Booster Station					CIP P#23 Design
		Warrant Articles Total	-	150,000	-	200,000	
		Total Water Fund with WAR	3,226,883	3,432,057	2,806,908	3,767,264	

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SEWER FUND								
Administration								
03432031	51110	SA- Sal/Wages FT	169,982	195,835	143,298	211,725	211,725	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations (increase mostly due to change from Engineering Tech to Asst. Engineer)
03432031	51200	SA- Sal/Wages PT				2,604	3,145	GF allocation New PT HR Assistant
03432031	51210	SA- Sal/Wages Temp	1,527	3,500	2,829	3,500	3,500	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	171,509	199,335	146,127	217,829	218,370	
03432031	52100	SA- Health Insurance	27,866	42,921	25,814	45,805	45,142	Allocations from GF
03432031	52110	SA- Dental Insurance	2,300	3,237	1,855	3,350	3,384	Allocations from GF
03432031	52120	SA- Life Insurance	175	305	171	259	259	Allocations from GF
03432031	52130	SA- LTD Insurance	680	589	442	520	520	Allocations from GF
03432031	52140	SA- Health Insurance Buyout	2,575	2,196	1,647	2,196	2,828	Allocations from GF
03432031	52200	SA- FICA	10,467	12,359	8,947	13,505	13,539	Based on wages: 6.2%
03432031	52210	SA- Medicare	2,454	2,890	2,093	3,159	3,166	Based on wages: 1.45%
03432031	52300	SA- Retirement Town	19,195	22,278	16,115	23,650	23,650	Based on wages: 11.17%
03432031	52600	SA- Workers Comp Insurance	4,504	2,699	2,699	4,604	4,604	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$2,075
		Benefits Total	70,216	89,474	59,783	97,048	97,092	
03432031	55293	SA- Supplies	1,850	4,000	2,642	4,000	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% supplies/maint. multi-function plotter
03432031	55224	SA- Postage	2,038	2,000	2,324	2,000	2,000	Postage allocation, IPP notices and MOR reports
03432031	55055	SA- Consulting Services	16,929	11,000	1,188	12,000	12,000	WW Lagoon groundwater discharge permit; PFAS/PFOA, \$10k for System Devel
03432031	55124	SA- Fleet Insurance	1,780	680	680	683	683	Primex- Based upon allocation of assets
03432031	55228	SA- Property Insurance	41,414	70,694	70,694	70,944	70,944	Primex- Based upon allocation of assets
03432031	55158	SA-Insurance Reimbursed Repairs	-	1,000	-	1,000	1,000	Damage repairs on insurance claims
03432031	55170	SA- Legal Expense	2,063	5,000	10,685	5,000	5,000	Legal expenses related to EPA permit issues
03432031	55190	SA- Mobile Communications	389	800	148	800	800	20% Director, Town Engineer, Ast Engineer cellphones, 50% W/S Manager
03432031	55002	SA- Advertising	-	500	-	500	500	Bid packages, requests for proposals
03432031	55257	SA- Safety Equipment	10	-	150	-	-	asbestos pipe OSHA standards, confined space equip. maint (moved to SC & ST)
03432031	55050	SA- Conf Rooms/Meals	873	2,000	1,330	2,640	2,640	Annual national conference
03432031	55091	SA- Education/Training	3,990	4,500	2,658	4,500	4,500	increase training for new WWTP
		General Expenses Total	71,336	102,174	92,499	104,067	104,067	
		Administration Total	313,061	390,983	298,409	418,944	419,529	V

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Billing								
03432134	51110	SB- Sal/Wages FT	72,500	74,929	57,895	75,818	75,818	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
03432134	51200	SB- Sal/Wages PT	8,496	11,373	9,210	11,765	11,765	1 PT Utilities Clerk 24 hrs/wk (from 16 hrs/wk PRYR) (50/50 split W&S)
03432134	51300	SB- Sal/Wages OT	700	706	578	306	306	Allocations from GF
03432134	51400	SB- Longevity Pay	500	500	375	375	375	Allocations from GF
		Salaries Total	82,196	87,508	68,058	88,264	88,264	
03432134	52100	SB- Health Insurance	24,645	25,935	20,659	25,936	26,052	Allocations from GF
03432134	52110	SB- Dental Insurance	1,582	1,718	1,365	1,828	1,828	Allocations from GF
03432134	52120	SB- Life Insurance	100	118	97	101	101	Allocations from GF
03432134	52130	SB - LTD Insurance	168	149	112	129	129	Allocations from GF
03432134	52200	SB- FICA	4,990	5,425	4,050	5,472	5,472	Based on wages: 6.2%
03432134	52210	SB- Medicare	1,167	1,269	947	1,280	1,280	Based on wages: 1.45%
03432134	52300	SB- Retirement Town	8,390	8,567	6,531	8,545	8,545	Based on wages: 11.17%
03432134	52600	SB- Workers Comp Insurance	1,050	629	628	1,073	1,073	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$484
		Benefits Total	42,092	43,810	34,389	44,364	44,480	
03432134	55200	SB- Supplies	3,157	3,500	2,974	3,750	3,750	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
03432134	55224	SB- Postage	2,500	2,000	1,500	2,500	2,500	Postage for sewer bills
03432134	55055	SB- Consulting Services	-	2,000	-	5,000	5,000	Allocation of actuarial costs for GASB compliance \$500 and Tyler consulting services \$1,500
03432134	55014	SB- Audit Fees	8,750	8,250	8,250	8,500	8,500	Audit Fees for Melanson & Health
03432134	55213	SB- Phone Utilization	4,006	4,200	3,476	4,200	4,200	12.5% allocation of IT phone utilization
03432134	55247	SB- Registry of Deeds	-	25	-	25	25	Sewer Lien Releases
03432134	55159	SB- Internet Services	-	1,155	-	1,155	1,155	12.5% allocation of IT internet services (website)
03432134	55270	SB- Software Agreement	10,618	9,900	9,507	10,500	10,500	Munis and partial year of Munismart Software Agreement, Water Smart meter portal \$5k annual maintenance (50/50 split W&S)
03432134	55308	SB- Travel Reimbursement	-	-	-	1,500	1,500	Munis instructor travel expenses
03432134	55091	SB- Education & Training	-	50	-	6,425	6,425	W/S Billing Collection Staff
		General Expenses Total	29,031	31,080	25,707	43,555	43,555	
		Sewer Billing Total	153,319	162,398	128,154	176,183	176,299	V
Collection								
03432532	51110	SC- Sal/Wages FT	191,211	201,385	160,653	210,258	210,258	8 FT split 50/50 WD/SC
03432532	51300	SC- Sal/Wages OT	16,251	21,000	14,834	21,000	21,000	WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
03432532	51310	SC- Sal/Wages Stand-By	280	3,640	2,680	3,640	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC

Town of Exeter								
2020 Preliminary Sewer Fund Budget								
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Org	Object	Description	2018 Actual	2019 Budget	YTD Expense Actuals as of 10/31/19	2020 BRC Budget	2020 SB Budget	Explanation
03432532	51400	SC- Longevity Pay	2,375	1,625	-	1,725	1,725	8 FT per union contract split 50/50 WD/SC
		Salaries Total	210,117	227,650	178,167	236,623	236,623	
03432532	52100	SC-Health Insurance	50,423	55,915	43,376	76,992	68,863	Premium increase 8.7%
03432532	52110	SC- Dental Insurance	3,119	4,538	2,365	4,714	4,036	Premium increase 3.9%
03432532	52120	SC- Life Insurance	244	252	205	216	216	Premium decrease
03432532	52200	SC- FICA	12,615	14,136	10,268	14,671	14,671	Based on wages: 6.2%
03432532	52210	SC- Medicare	2,950	3,306	2,401	3,431	3,431	Based on wages: 1.45%
03432532	52300	SC- Retirement Town	23,998	25,700	19,323	26,431	26,431	Based on wages: 11.17%
03432532	52600	SC- Workers Comp Ins	8,369	5,015	5,015	8,557	8,557	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$3,856
		Benefits Total	101,719	108,861	82,953	135,011	126,204	
03432532	55022	SC- Building Maintenance	4,366	10,000	7,318	10,000	10,000	10 pumping stations
03432532	55105	SC- Equipment Maintenance	3,157	5,000	2,524	5,000	5,000	consumables; repairs; cutting heads
03432532	55252	SC- Road Repairs	2,671	5,000	2,157	5,000	5,000	Sewer trench paving; compaction test requirements, service repairs at mains
03432532	55153	SC- I/I Abatement	20,000	20,000	10,341	20,000	20,000	Reclassified from Capital Outlay - maintenance item
03432532	55369	SC- Pipe Relining	40,000	40,000	-	40,000	40,000	Catch Basin removal, smoke & dye testing
03432532	55319	SC- Vehicle Maintenance	6,288	7,000	9,340	10,000	10,000	Relining vitrified clay, RCP
03432532	55140	SC- Grit Removal	2,210	2,500	152	2,500	2,500	10 vehicles, 3 trailers, split 50/50 with water dist
03432532		SC- CSO Monitoring				13,500	13,500	Transport of gravel, sand, etc. to Waste Management from WWTP
03432532	55179	SC- Manhole Maintenance	57,181	69,600	37,210	69,600	69,600	Maintenance Fee for Combined Sewer Overflow Monitoring - Flow Assessment and Reporting
03432532	55236	SC- Pump & Control Maintenance	38,327	49,450	22,351	49,450	49,450	Manholes, piping & service repairs
03432532	55173	SC- Licenses	777	1,000	-	1,000	1,000	Maintain 22 sewer pumps; wear rings, impellers, shaft couplings, seals
03432532	55190	SC- Mobile Communications	854	1,050	677	1,450	1,450	12 licenses for 8 individuals in sewer collection; 1/2 master electrician (due in Nov)
03432532	55003	SC- Drug/Alcohol Testing	322	800	225	800	800	increase 2 to 4 MiFi's (50%)
03432532		SC- Fire Alarm Communication				1	1	7 employees, Contract w/CEOH; required (per USDOT) random testing for all CDL holders & screening new hires
03432532	55257	SC- Safety Equipment	2,868	2,250	1,427	2,250	2,250	Pump Station fire alarms (10 stations at \$100/month equals \$1,000/month or \$12,000/year)
03432532	55314	SC- Uniforms	2,464	2,145	876	2,145	2,145	PPE & tools for new asbestos pipe OSHA standards, confined space equip. maint.
03432532	55136	SC- GIS Software	3,969	4,500	-	4,500	4,500	7 split 50/50 WD/SC
03432532	55260	SC- SCADA Software	-	3,000	248	3,000	3,000	Software revisions/maintenance; handheld and software agreement with TiSales
03432532	55301	SC- Tools	1,507	2,500	715	2,500	2,500	Software annual maintenance; I/O cards
								Sewer augers, CCTV parts

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03432532		SC- General Equipment Purchase				-	-	
03432532	55194	SC- Natural Gas	9,903	11,150	6,092	11,150	11,150	Heat/Generator fuel
03432532	55092	SC- Electricity	87,681	82,000	86,592	82,000	82,000	Heat, lights, pumps, etc. (new power for MPS grinder pump)
03432532	55128	SC- Fuel	10,429	10,000	9,888	9,300	9,300	Diesel, propane, gasoline for vehicles, equipment and pumping stations
		General Expenses Total	294,973	328,945	198,133	345,146	345,146	
		Collection Total	606,808	665,456	459,253	716,779	707,972	V
Treatment								
03432633	51110	ST- Sal/Wages FT	128,066	208,365	152,517	255,439	255,439	5 FT: 3 Operators, 1 Sr Operator, 1 Chief Operator (8 Mos)
03432633	51300	ST- Sal/Wages OT	28,482	19,000	30,467	19,000	19,000	average OT rate = \$36.95/hr, 514 hours
03432633	51310	ST- Sal/Wages Stand-By	4,680	7,280	5,880	7,280	7,280	After hours on-call status, \$140/wk per union contract
03432633	51350	ST- Sal/Wages Storm Related FEMA OT	-	1	-	1	1	Expenses related to declared emergencies
03432633	51400	ST- Longevity Pay	2,100	2,100	-	700	700	1 FT per union contract
		Salaries Total	163,329	236,746	188,864	282,420	282,420	
03432633	52100	ST- Health Insurance	37,578	75,008	66,198	122,421	122,421	Premium increase 8.7%
03432633	52110	ST- Dental Insurance	2,545	5,190	4,419	8,650	8,650	Premium increase 3.9%
03432633	52120	ST- Life Insurance	142	252	199	270	270	Premium decrease
03432633	52200	ST- FICA	9,680	14,678	10,742	17,510	17,510	Based on wages: 6.2%
03432633	52210	ST- Medicare	2,264	3,433	2,512	4,095	4,095	Based on wages: 1.45%
03432633	52300	ST- Retirement Town	18,487	26,686	20,276	31,546	31,546	Based on wages: 11.17%
03432633	52600	ST- Workers Comp Insurance	8,369	5,015	5,015	8,556	8,556	Primex (Estimated 6% YOY increase, Incl a Premium Holiday Credit) Adjusted for PRYR Holiday Credit of \$3,856
		Benefits Total	79,065	130,262	109,361	193,048	193,048	
03432633	55192	ST- Mowing	9,000	-	-			Clear brush & cattails (Clemson's Pond and lagoons)
03432633	55022	ST- Building Maintenance	6,192	8,000	6,537	10,500	10,500	3 high exposure buildings; 6 new buildings & 4 large process tanks in 2019
03432633	55105	ST- Equipment Maintenance	30,399	50,000	45,270	50,000	50,000	Chem feed pumps, flow meters, motorized valves, aerators; new centrifuges (2), RAS/WAS pumps (6), UV disinfection in 2019
03432633	55337	ST- Weed Control	628	1,700	1,406	3,000	3,000	Invasive species control in lagoons
03432633	55204	ST- Outfall Dredging	-	6,500	2,380	6,500	6,500	biennial cleaning
03432633	55154	ST- Industrial Pre-treat	9,487	11,000	4,867	15,000	15,000	5 significant industry permits with monitoring
03432633	55220	ST- Pond/Lagoon Maintenance	1,306	2,500	779	2,500	2,500	Inter-lagoon sluice gates/piping, chlorine chamber adj. weirs, etc.; repair aerator pontoons
03432633	55173	ST- Licenses	997	1,200	185	1,200	1,200	Required training for licensing; professional development; master electrician 15 hr training
03432633	55190	ST- Mobile Communications	875	1,000	1,106	3,000	3,000	WWTP Operators, 1 MiFi for SCADA backup

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03432633		ST- Alarm Communications				1	1	WWTF fire alarms and SCADA alarms (4 lines @ \$100/month equals \$400/month or \$4,800/year)
03432633	55003	ST- Drug/Alcohol Testing	16		16	500	500	Contract w/CEOH; required (per USDOT) random testing for all CDL holders & screening new hires
03432633	55257	ST- Safety Equipment	1,198	2,000	1,840	2,500	2,500	PPE, gas monitors, Tyvek suits, gloves, confined space equip. maint.
03432633	55314	ST- Uniforms	1,241	1,350	1,121	3,375	3,375	uniforms for 2 operators
03432633	55260	ST- SCADA Software/Hardware	1,320	5,000	2,715	5,000	5,000	Software revisions/annual maintenance
03432633	55072	ST- Dam Registration	1,500	1,500	-	1,500	1,500	Annual NHDES fees for WWTP and Clemson Pond lagoons
03432633	55161	ST- Lab Testing	49,304	60,000	43,174	60,000	60,000	CSO testing, NPDES nitrogen testing, EPA effluent testing, groundwater monitor report, \$32K river monitoring & TN annual report
03432633	55034	ST- Chemicals	32,636	80,000	39,568	100,000	100,000	Chlorination/dechlorination; polymer & supplemental carbon in 2019 (BRC-Revision per Wright Pierce)
03432633	55373	ST- Solids Handling	-	100,000	32,568	336,000	336,000	Biweekly centrifuge solids generation & weekly disposal at Turnkey starting May 2019 (BRC- estimated 6 month cost per Wright Pierce)
03432633	55194	ST- Natural Gas	9,134	16,500	11,307	22,000	22,000	Building heat
03432633	55092	ST- Electricity	171,225	206,000	159,501	312,000	312,000	Aerators, lights, recirc. & chem feed pumps (BRC-increase per Wright Pierce)
03432633	55128	ST- Fuel	1,566	3,000	1,946	4,200	4,200	2 vehicles
03432633	55131	ST- Gas Monitoring	-	100	-	1,000	1,000	Hydrogen sulfide monitoring
		General Expenses Total	328,023	557,350	356,286	939,776	939,776	
		Sewer Treatment Total	570,417	924,358	654,511	1,415,245	1,415,245	V
Debt Service								
03471135	58020	Sewer Line Replacement	101,500	101,500	101,500	101,500	101,500	2021 Final payment
03471135	58017	Water Street Interceptor	68,276	-	-	-	-	2018 Final payment
03471135	58021	Wastewater Facilities Design	50,000	50,000	50,000	-	-	2019 Final payment
03471135	58009	Jady Hill Phase II	130,000	130,000	130,000	130,000	130,000	2032 Final payment
03471135	58013	Portsmouth Av Sewerline	83,929	83,929	83,929	79,732	79,732	2023 Final payment
03471135	58011	Sewerline Lincoln & Main Sts	20,000	20,000	20,000	20,000	20,000	2024 Final payment
03471135	58025	Lincoln Street Ph#2	54,134	53,219	53,219	53,219	53,219	2032 Final payment
03471135		Salem St. Utility Design & Engin				28,554	28,554	2024 Final payment
03471135		Wastewater Treatment Plant				2,666,533	2,666,533	2039 Final payment
		Sewer Debt Service Principal Total	507,839	438,648	438,648	3,079,538	3,079,538	
03472136	58511	Sewer Line Replacement	13,143	9,063	9,083	6,038	6,038	2021 Final payment
03472136	58509	Water St Interceptor	724	-	-	-	-	2018 Final payment
03472136	58523	WW Facilities Design	3,375	1,375	1,375	-	-	2019 Final payment
03472136	58520	Jady Hill Phase II	69,925	64,725	64,725	61,150	61,150	2032 Final payment
03472136	58505	Portsmouth Ave Sewerlins	26,043	21,343	21,343	17,063	17,063	2023 Final payment

Town of Exeter								
2020 Preliminary Sewer Fund Budget								
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Org	Object	Description	2018 Actual	2019 Budget	YTD Expense Actuals as of 10/31/19	2020 BRC Budget	2020 SB Budget	Explanation
03472136	58503	Sewerline Lincoln & Main Sts	6,120	5,100	5,100	4,080	4,080	2024 Final payment
03472136	58526	Lincoln Street Ph#2	42,064	35,870	35,870	33,156	33,156	2032 Final payment
03472136		Salem St. Utility Design & Engin				7,340	7,340	2024 Final payment
03472136		Wastewater Treatment Plant				1,640,631	1,640,631	2024 Final payment
		Sewer Debt Service Interest Total	161,394	137,476	137,495	1,769,458	1,769,458	
		Debt Service Total	669,233	576,124	576,143	4,848,995	4,848,995	V
Capital Outlay								
03490237	57010	CO- Capital Outlay - Leases	88,347	37,570	1,716	22,591	17,030	See separate Lease schedule
03490237	55361	CO- Capital Outlay - Land Acquisition/Purchase	-	1	-	1		
03490237	57017	CO- Capital Outlay- WWTP	-	90,000	32,442	30,000	30,000	Comminutor rebuild at MPS/Webster \$22k; Front St PS replace 2 pumps & gate valves \$60k; aerators \$30K
03490237	57009	CO- Capital Outlay - Vehicle	42,226	-	-	73,060	73,060	See separate vehicle schedule
03490237		CO- Lagoon Sludge Removal				1	1	CIP P#28 Cost spread out over 10 years
		Capital Outlay Total	130,573	127,571	34,158	125,653	120,091	V
		Sewer Fund Total	2,443,410	2,846,891	2,150,628	7,701,799	7,688,131	V
Warrant Articles/Other								
16491042	53221	Salem St. Area Utility Replacements		145,000				Drainage Design (has General and Water Fund components)
		Lagoon Sludge Removal						CIP P#28
		Westside Drive Design/Engineering				50,000	100,000	There will be a \$75K State Grant
		Squamscott River Sewer Siphons				1,600,000	1,600,000	CIP P#29 , Potential 10% forgiveness on SRF loan
		Folsom Street Pump Station Rehabilitation				150,000	150,000	CIP P#27 - work to be done in house
		Warrant Articles Total	-	145,000	-	1,800,000	1,850,000	
		Total Sewer Fund with WAR	2,443,410	2,991,891	2,150,628	9,501,799	9,538,131	

Town of Exeter Budget 2020								
Public Works Maintenance-Town Buildings								
Account Number	Org	Object	Description	2017 Budget	2018 Budget	2018 Actual	2019 Budget	YTD Expense Actuals as of 10/31/19
Recreation Center								
01-4311-0607-4110	01419407	55326	Parks & Rec-Water/Sewer Bills	4,500	4,500	1,147	4,500	549
01-4311-0607-4300	01419407	55022	Parks& Rec- Building Maintenance	4,314	4,000	2,821	4,000	8,959
01-4311-0607-6210	01419407	55194	Parks & Rec- Natural Gas	10,000	8,000	6,696	8,000	4,982
01-4311-0607-6220	01419407	55092	Parks & Rec- Electricity	12,000	12,000	13,853	12,000	11,193
			General Expenses Total	30,814	28,500	24,516	28,500	25,683
			Recreation Center Total	30,814	28,500	24,516	28,500	25,683
Town Hall								
01-4311-0608-4110	01419408	55326	Town Hall- Water/Sewer Bills	300	500	1,251	600	995
01-4311-0608-4300	01419408	55022	Town Hall- Building Maintenance	7,000	10,000	8,566	10,000	5,881
01-4311-0608-6210	01419408	55194	Town Hall- Natural Gas	18,000	18,000	13,510	18,000	9,705
01-4311-0608-6220	01419408	55092	Town Hall- Electricity	9,800	8,500	7,634	8,500	5,953
			General Expenses Total	35,100	37,000	30,961	37,100	22,534
			Town Hall Total	35,100	37,000	30,961	37,100	22,534
Town Office								
01-4311-0609-4110	01419409	55326	Town Office- Water/Sewer Bills	650	700	663	850	838
01-4311-0609-4300	01419409	55022	Town Office- Building Maintenance	10,000	10,000	11,398	10,000	11,781
01-4311-0609-6210	01419409	55194	Town Office- Natural Gas	9,000	9,000	6,901	9,000	4,986
01-4311-0609-6220	01419409	55092	Town Office- Electricity	18,000	16,500	15,103	16,000	10,550
			General Expenses Total	37,650	36,200	34,066	35,850	28,155
			Town Office Total	37,650	36,200	34,066	35,850	28,155
Senior Center								
01-4311-0610-4110	01419410	55326	Sr Center- Water/Sewer Bills	650	650	908	750	710
01-4311-0610-4300	01419410	55022	Sr Center -Building Maintenance	4,000	4,000	2,975	4,000	1,035
01-4311-0610-6210	01419410	55194	Sr Center - Natural Gas	4,000	4,000	3,796	4,200	2,789
01-4311-0610-6220	01419410	55092	Sr Center- Electricity	5,000	5,000	3,995	5,000	3,241
			General Expenses Total	13,650	13,650	11,673	13,950	7,775
			Senior Center Total	13,650	13,650	11,673	13,950	7,775
Safety Complex								
01-4311-0611-4110	01419411	55326	SC- Water/Sewer Bills	4,000	4,000	6,249	5,500	4,762
01-4311-0611-4300	01419411	55022	SC- Building Maintenance	12,000	12,000	7,186	12,000	11,247
01-4311-0611-6210	01419411	55194	SC- Natural Gas	16,000	15,000	11,685	12,000	10,615
01-4311-0611-6220	01419411	55092	SC- Electricity	47,500	45,000	36,641	42,000	27,667
			General Expenses Total	79,500	76,000	61,761	71,500	54,291
			Safety Complex Total	79,500	76,000	61,761	71,500	54,291

**TOWN OF EXETER
 USAGE BY TIER - WATER FUND
 2020 Budget Projection
 Rates Effective October 2019
 User Fees \$42
 Consumption 100.00%**

Month	<u>Jan (3)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Feb (1)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Mar (2)</u>	<u>Rate</u>	<u>Revenue</u>	\$\$ Totals	Gallons
TIER 1	9,096,350	8.38	76,189	15,732,166	8.38	131,769	11,505,470	8.38	96,367		
TIER 2	5,623,250	10.48	58,932	6,348,630	10.48	66,534	3,931,190	10.48	41,199		
TIER 3	<u>3,354,070</u>	<u>12.57</u>	<u>42,174</u>	<u>11,171,310</u>	<u>12.57</u>	<u>140,468</u>	<u>4,880,540</u>	<u>12.57</u>	<u>61,368</u>		
TOTAL	18,073,670		177,295	33,252,106		338,771	20,317,200		198,934	715,000	71,642,976
Service Charge			34,356			67,536			48,720	150,612	
	<u>Apr (3)</u>	<u>Rate</u>	<u>Revenue</u>	<u>May (1)</u>	<u>Rate</u>	<u>Revenue</u>	<u>June (2)</u>	<u>Rate</u>	<u>Revenue</u>		
TIER 1	8,726,890	8.38	73,095	14,676,572	8.38	122,928	12,198,300	8.38	102,170		
TIER 2	5,505,320	10.48	57,696	6,435,170	10.48	67,441	3,985,630	10.48	41,770		
TIER 3	<u>3,879,950</u>	<u>12.57</u>	<u>48,786</u>	<u>9,577,910</u>	<u>12.57</u>	<u>120,432</u>	<u>4,361,280</u>	<u>12.57</u>	<u>54,839</u>		
TOTAL	18,112,160		179,577	30,689,652		310,801	20,545,210		198,779	689,156	69,347,022
Service Charge			34,356			67,536			48,720	150,612	
	<u>July (3)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Aug (1)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Sept (2)</u>	<u>Rate</u>	<u>Revenue</u>		
TIER 1	9,440,120	8.38	79,068	18,134,841	8.38	151,893	13,011,140	8.38	108,978		
TIER 2	5,598,700	10.48	58,675	8,735,650	10.48	91,550	5,547,590	10.48	58,139		
TIER 3	<u>3,716,610</u>	<u>12.57</u>	<u>46,733</u>	<u>16,007,900</u>	<u>12.57</u>	<u>201,283</u>	<u>6,816,010</u>	<u>12.57</u>	<u>85,704</u>		
TOTAL	18,755,430		184,476	42,878,391		444,726	25,374,740		252,822	882,024	87,008,561
Service Charge			34,356			67,536			48,720	150,612	
	<u>Oct (3)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Nov (1)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Dec (2)</u>	<u>Rate</u>	<u>Revenue</u>		
TIER 1	9,256,950	8.38	77,534	16,802,480	8.38	140,734	12,500,000	8.38	104,697		
TIER 2	5,842,680	10.48	61,232	7,650,830	10.48	80,181	3,836,970	10.48	40,212		
TIER 3	<u>4,544,240</u>	<u>12.57</u>	<u>57,139</u>	<u>14,435,280</u>	<u>12.57</u>	<u>181,509</u>	<u>4,507,470</u>	<u>12.57</u>	<u>56,677</u>		
TOTAL	19,643,870		195,905	38,888,590		402,424	20,844,440		201,586	799,914	79,376,900
Service Charge			34,356			67,536			48,720	150,612	
									Total Usage Revenues	3,086,095	
									Total Service Charges	602,448	
									Total Other	<u>75,000</u>	
									Total Water Fund	3,763,543	
									Total Preliminary FY20 Budget (Expense)	3,553,598	
									Revenue Surplus/(Deficit)	209,945	
									Total Preliminary FY20 Budget (Expense)	3,553,598	

TOWN OF EXETER
USAGE BY TIER - SEWER FUND
2020 Budget Projection: Includes Full WWTF Debt payment
WWTF Debt payment and SAG are estimates received from the State
Rates Effective October 2019
User Fees \$ 41.00
Consumption 100.00%

Month	<u>Jan (3)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Feb (1)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Mar (2)</u>	<u>Rate</u>	<u>Revenue</u>	\$\$ Totals	Gallons
TIER 1	9,090,830	13.63	123,900	15,880,846	13.63	216,442	11,018,860	13.63	150,177		
TIER 2	5,626,070	17.04	95,844	6,539,330	17.04	111,402	4,219,230	17.04	71,878		
TIER 3	<u>3,354,070</u>	<u>20.45</u>	<u>68,603</u>	<u>11,248,610</u>	<u>20.45</u>	<u>230,075</u>	<u>13,867,110</u>	<u>20.45</u>	<u>283,633</u>		
TOTAL	18,070,970		288,347	33,668,786		557,919	29,105,200		505,688	1,351,954	80,844,956
Service Charge			33,046			65,272			43,911	142,229	
	<u>Apr (3)</u>	<u>Rate</u>	<u>Revenue</u>	<u>May (1)</u>	<u>Rate</u>	<u>Revenue</u>	<u>June (2)</u>	<u>Rate</u>	<u>Revenue</u>		
TIER 1	8,724,230	13.63	118,903	14,789,670	13.63	201,570	11,514,475	13.63	156,932		
TIER 2	5,507,660	17.04	93,827	6,590,470	17.04	112,273	4,280,250	17.04	72,917		
TIER 3	<u>3,879,950</u>	<u>20.45</u>	<u>79,359</u>	<u>9,619,610</u>	<u>20.45</u>	<u>196,756</u>	<u>11,736,880</u>	<u>20.45</u>	<u>240,062</u>		
TOTAL	18,111,840		292,089	30,999,750		510,599	27,531,605		469,911	1,272,600	76,643,195
Service Charge			33,046			65,272			43,911	142,229	
	<u>July (3)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Aug (1)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Sept (2)</u>	<u>Rate</u>	<u>Revenue</u>		
TIER 1	9,395,610	13.63	128,054	17,787,803	13.63	242,432	12,078,260	13.63	164,616		
TIER 2	5,603,440	17.04	95,459	8,362,860	17.04	142,467	5,169,920	17.04	88,073		
TIER 3	<u>3,716,610</u>	<u>20.45</u>	<u>76,018</u>	<u>14,585,280</u>	<u>20.45</u>	<u>298,322</u>	<u>14,120,240</u>	<u>20.45</u>	<u>288,810</u>		
TOTAL	18,715,660		299,531	40,735,943		683,221	31,368,420		541,500	1,524,251	90,820,023
Service Charge			33,046			65,272			43,911	142,229	
	<u>Oct (3)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Nov (1)</u>	<u>Rate</u>	<u>Revenue</u>	<u>Dec (2)</u>	<u>Rate</u>	<u>Revenue</u>		
TIER 1	9,124,790	13.63	124,363	16,484,535	13.63	224,669	11,830,260	13.63	161,236		
TIER 2	5,835,670	17.04	99,415	7,444,920	17.04	126,829	4,000,580	17.04	68,153		
TIER 3	<u>4,544,240</u>	<u>20.45</u>	<u>92,946</u>	<u>13,925,180</u>	<u>20.45</u>	<u>284,821</u>	<u>8,713,790</u>	<u>20.45</u>	<u>178,229</u>		
TOTAL	19,504,700		316,724	37,854,635		636,320	24,544,630		407,617	1,360,661	81,903,965
Service Charge			33,046			65,272			43,911	142,229	
Total Usage Revenues									5,509,465		
Total Service Charges									568,916		
Total Other									100,000		
State Aid Grant									<u>861,433</u>		
Total Sewer Fund									7,039,814		
Total Preliminary FY20 Budget (Expense)									7,688,131		
Revenue Surplus/(Deficit)									(648,317)		
Total Preliminary FY20 Budget (Expense)									7,688,131		

Town of Exeter
Leases/Vehicles
2020 Preliminary Budget

General Fund			Prelim	BRC	SB	
Obj	Object	Leases				
01419416	57005	GG- CO - Leases	110,488	110,488	110,488	Ladder Truck, Lease ends 2021
			15,663	15,663	15,663	Light Duty Vehicles, Lease ends 2020
			31,261	31,261	31,261	Dump Truck, Lease ends 2020
			23,930	23,930	23,930	Backhoe , Lease ends 2022
			35,816	35,816	35,816	Dump Truck, Lease ends 2021
			77,949	77,949	77,949	E-One Pumper Fire Truck, Lease ends 2024
			40,845	40,845	40,845	Highway Loader, Lease ends 2022
			3,000	3,000	3,000	Patrol Motorcycle
		Total GF Leases	338,953	338,953	338,953	
		Vehicle Purchases				
01419418	57012	GG- CO - Vehicles	45,895	45,895	45,895	Police Dept Hybrid Ford Interceptor
			32,060	32,060	32,060	Police Dept Ford Explorer (Detectives)
		Total GF Vehicle purchases	77,955	77,955	77,955	V
		Sub-Total GF	416,907	416,907	416,907	V
		Town wide Vehicle Replacements				
Warrant Article			58,352			Fire Dept Car #2 replacement CIP P#38
			48,059			PW Highway Truck #5 replacement CIP P#56
			65,872	65,872	65,872	PW Highway Truck #9 replacement CIP P#58
			24,000	24,000	24,000	Maintenance Sedan #24 replacement CIP P#62 Small Work Van
			60,000			Parks & Rec Handicap Accessible Van CIP P#46
			58,000	58,000	58,000	Parks & Rec Mini Loader #82 (repl JD Tractor) CIP P#48
		Total GF WAR Vehicle Repl	314,283	147,872	147,872	
		Total GF	731,190	564,779	564,779	

Water Fund						
Obj	Object	Vehicle Purchases				
02490027	55318	WF- CO - Leases	1,702	1,702	1,702	Light Duty Vehicles, Lease ends 2020
			20,890	20,890	15,329	Hook Lift Truck (actual rec'd)
		Total WF Leases	22,592	22,592	17,031	
02490027	57009	WF-CO- Capital Outlay - Vehicle	17,824			Only Sewer
			24,030	48,059	48,059	Purchase Truck #14 3/4 Ton 4WD Truck CIP P#66
			12,500			Replace Truck #11 w/Truck #16 w/new Utility Body CIP P#78
			24,030			Only Sewer
		Total WF Vehicle purchases	78,383	48,059	48,059	
		Total WF	100,974	70,651	65,090	

Sewer Fund						
Obj	Object	Leases				
03490237	57010	SF- CO - Leases	1,701	1,701	1,701	Light Duty Vehicles, Lease ends 2020
			20,890	20,890	15,329	Hook Lift Truck (estimate)
		Total SF Leases	22,591	22,591	17,030	
		Vehicle Purchases				
03490237	57009	SF-CO- Capital Outlay - Vehicle	17,824			Purchase Truck #13 1/2 Ton 4WD Crew Truck CIP P#64
			24,030			Truck 14 did not belong in Sewer Fund
			12,500	25,000	25,000	Replace Truck #11 w/Truck #16 w/new Utility Body CIP P#78
			24,030	48,060	48,060	Replace Truck #16 w/ 3/4 Ton 4WD Crew Truck CIP P#82
		Total SF Vehicle purchases	78,383	73,060	73,060	
		Total SF	100,974	95,651	90,090	

General Fund Warrant Article Comparison - FY19 - FY20			
FY19	Amount		
Public Safety Dispatch Upgrades	153,451		
Town Parks Capital Reserve	100,000		
Sidewalks CRF	60,000		
Public Safety Study	50,000		
ADA Plan	35,000		
Intersection Improvements	50,000		
Pickpocket Dam Em Action Plan	40,000		
Totals	488,451		
FY20	Amount		
Public Safety Communications	78,792		
Pickpocket Dam	110,000		
Town Parks Capital Reserve	100,000		
Highway truck #9	65,872		
Sidewalks CRF	60,000		
P/R DPW Mini Loader	58,000		
Conservation Fund	50,000		
Replace Sedan #24	24,000		
Totals	546,664	11.92%	
Both years do not include any fund balance articles (LEDs, sick leave trust, snow/ice deficit fund)			

Upcoming Election Season Table

Date	Time	Event	Location
Monday, January 6 th , 2020	7:00 p.m.	Select Board Meeting	Town Offices
Tuesday, January 14 th , 2020		Last Day for Petition Articles and Collective Bargaining	
Monday, January 20 th , 2020		Martin Luther King/Civil Rights Day	Town Offices CLOSED
Tuesday, January 21 st , 2020	7:00 p.m.	FY20 Bond and Budget Hearings	Town Offices
Wednesday, January 22 nd to Friday, January 31 st , 2020		Candidate Filings for open positions	Town Clerk's Office
Monday, January 27 th , 2020	7:00 p.m.	Select Board Meeting	Town Offices
Monday, January 27 th , 2020		Last Day to post Town Meeting Warrant	Various locations
Saturday, February 1 st , 2020	9:00 a.m.	Deliberative Session	Exeter High School Auditorium
Monday, February 3 rd , 2020		Select Board Meeting?	Town Offices
Monday, February 17 th , 2020		Presidents Day Observed	Town Offices CLOSED
Tuesday, March 10 th , 2020	7:00 a.m. to 8:00 p.m.	Town and School Elections	SST/Talbot Gym

Updated December 10th, 2019

Town Warrant – 2020 Statutory and Potential Articles

Budget/Bond Hearing/Articles hearing Date: Tuesday, January 21st, 2020

Deliberative Session (Town): Saturday, February 1st, 2020, 9:00 a.m., Exeter High School Auditorium

Town Election: Tuesday, March 10th, 2020, 7:00 a.m. to 8:00 p.m., Talbot Gymnasium, 30 Linden Street

1. Town Election Article
2. 2-? Zoning Articles
3. Bond Article – Recreation Park Construction and Renovations (\$12,700,000)
4. Bond Article – Squamscott River Siphons Project (\$1,600,000)
5. Choose Town Officers (BRC, Weigher, Fence Viewer)
6. 2020 Operating Budget
7. 2020 Water Budget
8. 2020 Sewer Budget
9. Groundwater/Surface Water Assessment (\$200,000, Water Funds)
10. Folsom Acres Pump Station Rehabilitation (\$150,000, Sewer Funds)
11. Pickpocket Dam (\$110,000)
12. Westside Drive Reconstruction Design/Engineering (\$100,000)
13. Appropriate to Parks Improvement Fund (\$100,000)
14. Communications Repeater Site Improvements (\$78,792)
15. Highway Truck Replacement (\$65,872)
16. Appropriate to CRF – Sidewalks (\$60,000)
17. Replace Parks/Recreation Tractor with Mini-Loader (\$58,000)
18. Conservation Fund (\$50,000)
19. Maintenance Sedan Replacement (\$24,000)
20. Appropriate to Sick Leave Trust Fund (\$100,000)
21. Appropriate to Snow-Ice Deficit Fund (\$50,000)
22. Epping Road TIF Amendment (TBD)
23. Transact any other business

NOTES:

TIF amendment is being considered by TIF Advisory Board as of 12/10/19;

Updated: December 16th, 2019

EXETER TOWN WARRANT – 2020

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 1st, 2020 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 10th, 2020 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

To choose the following: 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 7-year term; 1 Supervisor of the Checklist for a 6-year term; 1 Town Clerk for a 3-year term; 1 Town Treasurer for a 3-year term.

Article 2 Zoning Amendment #1:

Article 3 Zoning Amendment #2:

Article 4 Zoning Amendment #3:

Article - Parks/Recreation Building Design/Construction and Recreation Park Improvements

To see if the Town will vote to raise and appropriate the sum of twelve million seven hundred thousand and zero dollars (\$12,700,000) for the design and construction of a building, playground and field improvements at the Recreation Park on Hampton Road, and to authorize the issuance of not more than \$12,700,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board 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. (Estimated Tax Impact: assuming 10 year bond at 1.62% interest: .68/1,000, \$68/100,000 of assessed property value). Bond payments would begin approximately one year after issuance.

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

Article - Squamscott River Sewer Siphons Project

To see if the Town will vote to raise and appropriate the sum of one million six hundred thousand and zero dollars (\$1,600,000) for the design, construction, and installation of siphons to support the town

sewer system from Jady Hill to the Main Pump Station, and to authorize the issuance of not more than \$1,600,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board 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. (Estimated Tax Impact: no tax rate impact, as bond will be repaid with sewer fees). Bond payments would begin approximately one year after issuance.

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

Article – Choose Town Officers

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

Article – 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 19,666,769. Should this article be defeated, the default budget shall be \$19,XXX,XXX, 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: /1,000 assessed property value, /100,000 assessed property value).

(Majority vote required) Recommended by the Select Board _____.

Article – 2019 Water Fund 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 \$3,567,264. Should this article be defeated, the water default budget shall be \$3,XXX,XXX 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) Recommended by the Select Board _____.

Article – 2019 Sewer Fund 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 \$7,701,799. Should this article be defeated, the default budget shall be \$7,XXX,XXX 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) Recommended by the Select Board _____.

Article – Goundwater/Surface Water Assessment Program (\$200,000, water funds)

To see if the Town will raise and appropriate, through special warrant article, the sum of two hundred thousand dollars (\$200,000), for the purpose of groundwater and surface water rehabilitation, engineering,

feasibility study, and land acquisition for water supply purposes. This sum to come from \$200,000 in water funds. (Estimated Tax Impact: no tax impact, water funds).

(Majority vote required) _____ by the Select Board _____.

Article – Folsom Acres Lift Station Rehabilitation (\$150,000, sewer funds)

To see if the Town will raise and appropriate, through special warrant article, the sum of one hundred fifty thousand dollars (\$150,000), for the purpose of rehabilitating the sewer lift station located in Folsom Acres off Prentiss Way. This sum to come from \$150,000 sewer fees. (Estimated Tax Impact: no tax impact, sewer fund plus grant appropriation).

(Majority vote required) _____ by the Select Board _____.

Article – Pickpocket Dam (\$110,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of one hundred ten thousand dollars (\$110,000), for the purpose of completing tasks related to a letter of deficiency from the NHDES on Pickpocket Dam. This sum to come from general taxation. (Estimated Tax Impact: .050/1,000, \$5.01/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article – Westside Drive Reconstruction Design/Engineering (\$100,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of one hundred thousand dollars (\$100,000), for the purpose of design and engineering work on drainage, stormwater, water, sewer and road improvements in the Westside Drive neighborhood. This sum to come from \$25,000 sewer fees and a \$75,000 grant from the NHDES. (Estimated Tax Impact: no tax impact, sewer fund plus grant appropriation).

(Majority vote required) _____ by the Select Board _____.

Article – Appropriate to Capital Reserve Fund – Parks Improvements (\$100,000)

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 Parks Improvement Capital Reserve Fund previously established. This sum to come from general taxation. (Estimated Tax Impact: .046/1,000, \$4.55/100,000 value).

(Majority vote required) _____ by the Select Board _____.

Article – Communications Repeater Site Improvements (\$78,792)

To see if the Town will raise and appropriate, through special warrant article, the sum of seventy eight thousand seven hundred and ninety two dollars (\$78,792), for the purpose of making improvements to the town’s public safety communications systems. This sum to come from general taxation. (Estimated Tax Impact: .036/1,000, \$3.59/100,000 value).

(Majority vote required) _____ by the Select Board _____.

Article – Highway Truck Replacement (\$65,872)

To see if the Town will raise and appropriate, through special warrant article, the sum of sixty five thousand eight hundred and seventy two dollars (\$65,872), for the purpose of purchasing a replacement for Highway Truck #9, purchased in 2007. This vehicle is primarily used for light duty hauling, landscaping, asphalt work, drainage and catch basin maintenance. This sum to come from general taxation. (Estimated Tax Impact: .030/1,000, \$3.00/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article – Appropriate to Capital Reserve Fund – Sidewalks (\$60,000)

To see if the Town will vote to raise and appropriate the sum of sixty thousand dollars (\$60,000) to be added to the Sidewalk Repair and Replacement Capital Reserve Fund previously established. This sum to come from general taxation. (Estimated Tax Impact: .027/1,000, \$2.73/100,000 value).

(Majority vote required) _____ by the Select Board _____.

Article – Replace Parks/Recreation Tractor with Mini-Loader (\$58,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of fifty eight thousand dollars (\$58,000), for the purpose of purchasing a replacement of the Parks/Recreation Department 1999 tractor with a mini-loader. This sum to come from general taxation. (Estimated Tax Impact: .026/1,000, \$2.64/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article – Conservation Fund (\$50,000 request)

To see if the Town will raise and appropriate, through special warrant article, the sum of fifty thousand dollars (\$50,000), to the Conservation Fund established pursuant to RSA 36-A:5. These funds will be used for purposes consistent with the Conservation Fund including purchase of interests in real property to be held for conservation purposes. This sum to come from general taxation. (Estimated Tax Impact: .023/1,000, \$2.28/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article – Maintenance Sedan Replacement (\$24,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of twenty four thousand dollars (\$24,000), for the purpose of replacing a 2008 Crown Victoria maintenance vehicle with a transit van. This sum to come from general taxation. (Estimated Tax Impact: .011/1,000, \$1.09/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article – Appropriate to Sick Leave Trust Fund (\$100,000)

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 unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).
No tax impact.

(Majority vote required) _____ by the Select Board _____.

Article – Snow and Ice Fund Appropriation (\$50,000)

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 unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

(Majority vote required) _____ by the Select Board _____.

Article – Epping Road TIF Amendment

Shall the Town adopt the provisions of the Epping Road Tax Increment District Plan Amendment (dated _____, 2020) in accordance with RSA 162-K:9, which allocates the use of tax increments for retirement of bonds and notes as outlined in the plan.

(Majority vote required)

(Majority vote required) _____ by the Select Board _____.

Article

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

Kathy Corson, Chair

Molly Cowan, Vice Chair

Niko Papakonstantis, Clerk

Julie D. Gilman

Anne L. Surman

We certify that on the ___ day of January, 2020, 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 27th day of January, 2020.

Kathy Corson, Chair

Initial DRAFT 12/16/19

Molly Cowan, Vice Chair

Niko Papakonstantis, Clerk

Julie D. Gilman

Anne L. Surman

DRAFT

Budget Committee
CIP Conservation Fund Request Supplement

Justification of Need:

Conservation land acquisition is often opportunistic. It comes in various forms ranging from donations or bargain sales, to full property purchase. Having a viable conservation fund enables the Commission to take advantage of opportunities as they occur and makes leveraging grant dollars possible by providing matching funds. All options require some funds to move them forward. This is even true for land donations which require due diligence costs such property surveys, title insurance, legal counsel deed review, and recording fees. During the past 3 years the Conservation Commission has been approached by conservation partners or willing landowners, and was unable to move projects forward, including some potential donations, due to lack of sufficient funds. Those projects are provided below for context. We believe this request is sufficient to enable the Commission to again be proactive with land protection, while still being mindful of tax impact.

Acres	Resource Value	Appraised Value
6.9	CFA, 4-5 ARM, PA and WS	\$22k
3	CFA, 6-9 ARM, Adj to Existing Cons Lands, PA and WS	\$120k
3	CFA, 10-14 ARM, Adj to Existing Cons Lands, Pollutant Attenuation and WS	\$84k
40+/-	CFA, 15-26 ARM, Adj to Existing Cons Lands, PA and WS	\$400k
7	10-14 ARM, Adj to Existing Cons Lands, PA	\$230k
63	Portion in CFA, 15-26 ARM, PA and WS	\$532k
Climate Resilience Project	High profile demonstration project that could serve as a local example for climate resilient shoreline stabilization while benefitting a local easement	\$150k (est)

CFA=Core Focus Area, #-# ARM = our ranking for Aquatic Resource Mitigation Criteria, Adj to Cons Lands = property is adjacent to existing conservation properties adding additional conservation value, PA=Pollution Attenuation, WS=Water Source

Conservation Planning Guidance

Several documents guide proactive land acquisition for conservation purposes.

- **2012 Natural Resource Inventory:** Identified areas with a concentration of resource values and establishes core focus areas (CFA) to prioritize for conservation.
- **2019 Aquatic Resource Mitigation Criteria Ranking:** Identifies areas which are likely to rank high on Aquatic Resource Mitigation (ARM) criteria. This is helpful for both ARM grant opportunities as well as to assist in the identification of local mitigation opportunities for wetland impacts.
- **2016 Land Conservation Priorities for Coastal Communities Update:** Identifies areas that provide protection for public water supply (WS), pollution attenuation (PA), and flood risk (FR) protection.

Funding Request

\$100k allocation to the Conservation Fund account in 2020, followed by \$50k request each subsequent year. Expenditure of these funds would be used for conservation purposes as defined in NH RSA 36-A. Prior to the use of such funds for the purchase of any interest in real property, the conservation commission shall hold a public hearing. Any acquisition of the property is subject to the approval of Selectboard.

Parks and Recreation 2019 Project Summary

Park Improvement Fund:

Tennis Court Resurfacing (4/8)	\$21,300.00
Townhouse Common Fence (5/20)	\$9,862.00
Gilman Park Pavilion Design Fee (7/15)	\$990.00
ADA Pool Lift (engineering, install) (5/20)	\$4,350.00
Town Dock Expansion Engineering (5/20)	\$3,300.00
Kid's Park Renovation (8/12)	\$50,000.00
Gilman Park Pavilion Construction*	\$10,000.00
Total:	\$99,802.00
Balance:	\$198.00

Impact Fees:

Pool Upgrades (4/8)	\$25,267.60
Pickle Ball Lines (4/8)	\$12,000.00
Gilman Park Ball Field Fence (4/8)	\$4,100.00
Recreation Park Irrigation Modifications (7/10)	\$7,410.00
Kid's Park Renovation (8/12)	\$82,400.00
Gilman Park Pavilion Construction*	\$30,300.00
Total:	\$161,477.60
Balance:	\$11,965.78

*Requesting Approval on 11/25/19 from Select Board

All Select Board approvals are listed

Exeter Recreation Park Multigenerational Community Center
Opinion of Probable Construction Cost

CONSTRUCTION DIVISIONS	ESTIMATED COST	SCOPE COMMENTS
DIVISION 1 - GENERAL REQUIREMENTS	\$ 720,000	
DIVISION 2 - DEMO/ RELOCATE	\$ 35,000	
DIVISION 3 - CONCRETE	\$ 307,000	Building Concrete only
DIVISION 4 - MASONRY	\$ 806,500	
DIVISION 5 - METALS	\$ 428,000	Prefab building (Gym)
DIVISION 5 - MISC. METALS	\$ 60,000	
DIVISION 6 - ROUGH CARPENTRY	\$ 175,000	Includes front entry way
DIVISION 6 - FINISH CARPENTRY	\$ 90,000	Millwork, Window sills & Trim
DIVISION 7 - WATERPROOFING & CAULKING	\$ 118,000	
DIVISION 7 - SPRAY FOAM INSULATION	\$ 67,500	
DIVISION 7 - EPDM	\$ 263,500	
DIVISION 7 - ASPHALT SHINGLE ROOF	\$ 42,500	
DIVISION 7 - FIBER CEMENT SIDING	\$ 61,000	
DIVISION 8 - DOORS & FRAMES	\$ 65,000	
DIVISION 8 - STOREFRONTS & GLAZING	\$ 135,000	includes \$5K for mirrors & money for door operators
DIVISION 8 - FIBERGLASS WINDOWS	\$ 91,000	
DIVISION 8 - KALWALL	\$ 64,000	
DIVISION 9 - DRYWALL	\$ 400,000	
DIVISION 9 - ACT	\$ 124,000	includes tectum in Gym
DIVISION 9 - FLOORING	\$ 215,000	
DIVISION 9 - PAINTING	\$ 89,000	
DIVISION 9 - GENERAL & FINAL CLEANING	\$ 30,000	
DIVISION 10 - SPECIALTIES	\$ 108,500	Toilet Accessories, folding door, display boards, display case, TV, wall graphics.
DIVISION 11 - EQUIPMENT	\$ 132,000	Gym Equipment Listed in Scope
DIVISION 11 - KITCHEN EQUIPMENT	\$ 200,000	
DIVISION 12 - FURNISHINGS	\$ 40,000	Motorized shades and shades,
DIVISION 21 - FIRE PROTECTION	\$ 78,000	
DIVISION 22 & 23 - PLUMBING & HVAC	\$ 884,000	Simplified HVAC Systems (not as detailed)
DIVISION 26 - ELECTRICAL	\$ 568,000	Includes security and access controls
BUILDING SUBTOTAL	\$ 6,397,500	
Site Demo/Removals	\$ 156,250	
Preliminary Site Work	\$ 232,200	
Rock Excavation (Ledge Allowance)	\$ 50,000	
Earthwork	\$ 874,500	
Foundation Drainage	\$ 15,750	
Storm Drainage	\$ 200,100	
Sewer System	\$ 54,200	
Water System	\$ 85,000	
Underground Utilities	\$ 127,200	
Select Gravels, Paving & Curbing	\$ 644,250	
Grading/Landscaping	\$ 412,300	
Site Improvements	\$ 157,000	
Planet Playground	\$ 500,000	
DIVISION 31 - EARTHWORK/ SITE	\$ 3,508,750	

TOTAL CONSTRUCTION \$ **9,906,250**

Liability Insurance	\$ 94,000
Umbrella Insurance	\$ -
P&P Bond	\$ 117,500
CM Contingency - 7.5%	\$ 705,500
CM Fee 3.5%	\$ 329,250

Total Hard Costs \$ **11,152,500**

Architectural Design	\$ 511,800
Civil Engineering	\$ 100,000
Builder's Risk	\$ -
Utility Fees	\$ 100,000
Geotechnical & Materials Testing	\$ 50,000
Owner Contingency - 5%	\$ 470,300
FF&E - 5% of Building Cost	\$ 320,000

Total \$ **12,704,600**

Note:

1) This assumes that the project is undertaken as one phase of construction. Additional phasing will create costs for additional mobilization and escalation.

2) This opinion of probable cost reflects the design contained in the site development concept prepared by Tighe & Bond, dated 11/11/2019 and schematic architecture by Banwell Architects dated 10/23/2019 as modified by value engineering.

FY19 Encumbrances

**Town of Exeter
Encumbrance Request
For the Year Ended 12/31/19**

Please update this report on the shared budget drive no later than Wednesday, December 11, 2019
This report must be accompanied by a signed contract dated on or before 12/31/19. Please upload contract to the shared budget drive.

Requesting Dept	Org Code	Object Code	Account Description	Select Fund		Vendor Name	Funds	Encumbrance	Comments
				General, Water or Sewer fund	Munis PO # (if avail)		Remaining in Account	Amount Requested	
DPW	01419406	55177	Maintenance Projects	General		Limerick Steeplejacks, Inc.	45,505.46	26,500.00	TH Cupola, Select Board approved 10/28/19
W&S	03432532	55369	SC-pipe relining	Sewer	190395	Green Mountain Pipeline Services	40,000.00	40,000.00	See proposed reline and manhole work
W&S	03432532	55179	SC-Manhole Maintenance	Sewer	190395	Green Mountain Pipeline Services	31,917.33	25,040.00	See proposed reline and manhole work Complete Lincoln St parking study as presented to SB
PL	01419101	51200	PL- Sal/Wages PT	General		John M. Burke, P.E.	20,695.97	5,000.00	
DPW	01432304	55163	SW-Landfill Monitoring	General	17	GZA GeoEnvironmental, Inc	17,318.50	15,600.00	Landfill monitoring, DES reporting, repairs
DPW	01431118	55270	STW-Software Agreement	General	180411	Underwood Engineers, Inc	20,907.60	20,907.60	Asset Management contract 11/27/18
DPW	03432031	55055	SF-Consulting Services	Sewer	180411	Underwood Engineers, Inc	20,907.61	20,907.61	Asset Management contract 11/27/18
FI	01415002	55091	TR- Education/Training	General		Tyler Technologies	200.00	200.00	Munis Treasurer Training
FI	01415001	55058	FI- Contract Services	General		Tyler Technologies	3,500.00	3,500.00	Deferred Maintenance Cost (GF)
FI	01415001	55270	FI- Software Agreement	General		Tyler Technologies	1,727.75	1,727.75	Deferred Maintenance Cost (Utility Billing)
W&S	02433124	55270	WB-Software Agreement	Water		Tyler Technologies	393.27	393.27	Deferred Maintenance Cost (Utility Billing)
W&S	03432134	55270	SB- Software Agreement	Sewer		Tyler Technologies	393.01	393.01	Deferred Maintenance Cost (Utility Billing)
HR	01415515	55050	Conf/Room/Meals	General		Tyler Technologies	1,153.00	600.00	Munis HR Training/Implementation
Total Amount Requested							\$ 160,769.24		

Tax Abatements, Veterans Credits & Exemptions

List for Select Board meeting December 16, 2019

Veteran's Credit

Map/Lot/Unit	Location	Amount
103/13/13	13 Joanne Ct	500.00
104/78	124 Linden St	500.00

Sales Ratio Study for Review no signature required

Permits And Approvals

Correspondence

DEC 5 2019

Received

November 21, 2019

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

Dear Mr. Dean:

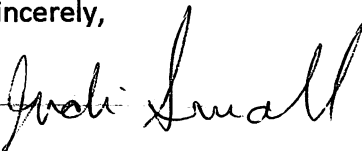
Thank you for talking with me this afternoon. As you know, I am requesting that the interest on my tax bill of \$215.24 be waived. I had paid this bill through online billpay through Citizens Bank. The check was sent on June 27 in the amount of \$6099.50.

I realize I should check to make sure it went through the system, but I assumed it had when I looked it up online. It said paid but on my account, it did not show up.

I am hoping that you understand the payment was made in good faith with the expectation of it being processed and it was paid well in advance of the due date. Citizens bank has it as mailed so somewhere along the line, it went awry. I don't think there's any fault here, so that is why I am hoping you will waive the charge. As you can see, I've always been a prompt payee of my taxes.

I have enclosed the Citizens bank receipt that the check was indeed sent from my online bank account.

Sincerely,



Judith Sewall

48 Franklin Street
Exeter, NH 03833



Processed



TOWN OF EXETER, T/

taxes
x616R

Check 5598 was mailed to TOWN OF EXETER, TAX COLLECTOR'S OFFICE for receipt by Jun 27, 2019.

Pay From CIRCLE GOLD CHECKING WITH
INT x1553

Amount \$6,099.50

Withdraw On When Check Cashed

CHECK 

PROCESSED
Jun 27
(Estimated)

Confirmation P7B3F-KH9GB



151 Epping Rd
Exeter, NH 03833

MANCHESTER NH 30

03 DEC 2019 PM 3:1



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

03833-279299





EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

December 11, 2019

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

Re: Exeter Public Works Employee of the 2019 Fall Quarter

Dear Select Board members:

It is our pleasure to inform you that Christopher McConnell, Water/Sewer Heavy Equipment System Operator, has been awarded the Employee of the 2019 Fall Quarter.

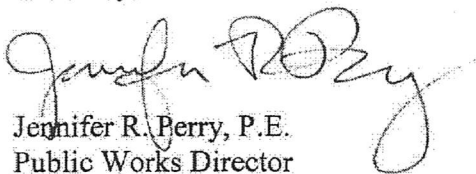
Nominations said that Chris deserved the award for the following reasons.

Chris always takes the time to explain jobs to residents in a polite and friendly manner. He loves to help other departments when they need it. He is always looking for the fastest and safest way to complete the task and always looks 1-2 steps ahead. He volunteers for everything. He keeps trucks and tools clean and organized. We can count on him to give 100% every day.


The Employee of the Quarter Program was created 20 years ago, in 1999, to recognize outstanding performance and dedication to the Exeter Public Works Department and Exeter community. This honor is awarded to an individual for special achievements to advance the mission of the Department while aligned with the Department's core values of Teamwork, Integrity and Safety. Nominations can be made by any Town employee or citizen, and the selection is made by the Employee of the Quarter Committee.

On behalf of the Exeter Public Works Department, we are pleased to notify you of the extra effort and commitment that Chris has demonstrated to warrant this recognition.

Sincerely,



Jennifer R. Perry, P.E.
Public Works Director



Harry H. Lindsay, III, Chairman
Employee of the Quarter Committee

cc: Human Resources, personnel file



Exeter Public Works Employee of the Quarter (EOQ) Fall 2019 recipient Christopher McConnell (right), W/S Heavy Equipment System Operator, receiving award from Harry Lindsay (left), EOQ Committee Chairman

EILEEN FLOCKHART <hartflock@comcast.net>

Wed, Dec 11, 2019 at 3:11 PM

Reply-To: EILEEN FLOCKHART <hartflock@comcast.net>

To: "English, Gwen" <gwenexeter@yahoo.com>, "Flockhart, Eileen" <hartflock@comcast.net>, "Martel, Jennifer" <jmartel@gmail.com>, Jay Perkins <jperkins@exeternh.gov>, "Sankowich, Sara" <sankowich@unitil.com>, "Twombly, Deb" <debtwombly@gmail.com>, "Ward, Sally" <ward31@comcast.net>, rdean@exeternh.gov, kcorson@exeternh.gov, Marcia Moreno <marcia@familia.cc>, Keith Schmitt <kschmitt@sau16.org>, Katie Pupino <kpupino@sau16.org>

Hi All

Attached is Cory's email stating that we have been approved as a Tree City USA town!! He went to bat for us to clarify and expand what we have as tree ordinance as well as Jay's position

Kind of a nice Christmas gift to put on your tree!! thanks to everyone for their creative and hard work

We'll get together in Jan sometime and see what great things we can do

Have a lovely holiday with family and friends and treasure every tree inside and out!

Eileen

----- Original Message -----

From: "Keeffe, Cory" <Cory.Keeffe@dn-cr.nh.gov>

To: "EILEEN FLOCKHART (hartflock@comcast.net)" <hartflock@comcast.net>

Cc: "jperkins@exeternh.gov" <jperkins@exeternh.gov>

Date: December 11, 2019 at 1:23 PM

Subject: FW: Exeter Tree City USA 2019 Application

Good afternoon,

This year, the Arbor Day Foundation (ADF) is enforcing stricter regulations regarding the approval of Tree City USA applications for first time applicants. The ADF originally denied the application due to the ordinance not meeting the stricter requirements, which are listed below. Therefore, I added the RSA 231:139 regulation to your application to meet the updated requirements described below.

I have since spoken to the ADF coordinator and she has officially informed me that Exeter's application has been approved. Congratulations!!! on earning the Tree City USA award and thank you for providing additional materials such as the inventory, photos, and news clippings to your application. I look forward to working with your community in the future. Please let me know if I can assist with your Arbor Day celebration in 2020 or provide you with any additional assistance. I absolutely plan to include your achievement of earning the Tree City USA status in our bureau's next year annual newsletter.

Tree City USA materials will be mailed to me in March of 2020 which I will then provide to you prior to your 2020 Arbor Day celebration.

Happy Holidays.

Cory J. Keeffe

Community Forester

NH Division of Forests and Lands

172 Pembroke Road

Concord, NH 03301

Mobile: 603-545-1485

Office: 603-271-2901

From: Keeffe, Cory <Cory.Keeffe@dn-cr.nh.gov<mailto:Cory.Keeffe@dn-cr.nh.gov>>

Sent: Tuesday, December 10, 2019 9:02 AM

To: Lauren Weyers <lweyers@arborday.org<mailto:lweyers@arborday.org>>

Subject: RE: Exeter Tree City USA 2019 Application

December 3, 2019

Select Board of the Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Members:

I have been a lifelong resident of Exeter and currently live in the Exeter Housing Authority senior apartments at 277 Water Street. I became a member of the newly formed Senior Council, have attended the meetings all year, attended the listening sessions, and have taken an active interest in the project for a multigenerational complex put forth by the Exeter Parks and Recreation Department.

This project could use the land in the recreation park/swimming pool already owned by our town on Hampton Road and the addition of a multigenerational building could be used by residents of all ages, including a space for seniors. It would include parking, a walking pathway outside and a walking track inside, and a chance for seniors and those seniors with physical disabilities, to be in a safe environment whether learning how to use a computer, take an exercise class or enjoy the fresh air outside. It would also be a safe ADA accessible place for any age to enjoy, including the perimeter walkway and indoor walking track.

The current building used for a senior center in Exeter has very little room, cannot be refurbished and is used exclusively by Meals on Wheels until 2:30 pm every day. And the building housing the Exeter Recreation Department does not have the space for their programs, especially ones needing ADA accessibility.

I urge all of you to support the plan for a multigenerational complex on Hampton Road. It would provide a great benefit for seniors, the disabled, and residents of all ages. As per the results of the older adult survey and listening sessions, there is a real need for a senior center for our 3000+ seniors in Exeter.

The Exeter Parks and Recreation Department staff have already been able to provide programs for us here at 277 Water Street and also get us moving by taking us walking at the YMCA track. We truly appreciate Greg, Melissa and David for all that they do for us.

Again, please support our seniors by voting to put the Exeter Recreation Department plan on the next ballot as a Warrant Article.

I thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Susan F. Raycraft". The signature is written in a cursive style with a large, flowing "S" at the beginning.

Susan F. Raycraft

277 Water Street
Apt. 108
Exeter, NH 03833
sfraycraft@gmail.com

Dec 3, 2019

Dear Select Board Members:

As a current resident of 277 Water Street in Exeter, I am writing to you in support of the proposed Multi Generational Complex to be built on the present Hampton Rd. site.

The current Senior Center on Court St. is inadequate to host many of the town's activities due to lack of space & limited hours available for town use. I am requesting this letter be added to your agenda packet with the long range goal of seeing this matter on the March ballot.

Sincerely,

A handwritten signature in cursive script that reads "Pat Keller".

Pat Keller

DEC 11 2019

Received

December 10, 2019

Select Board of the Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Members,

I have been a resident of Exeter for almost 2 years. I live at the Exeter Senior Housing Authority, 277 Water Street. I have been an active member of the new Exeter Senior Council this past year.

I am writing to support the Exeter Parks & Recreation Department's multigenerational project. This complex will be a wonderful addition for all ages in the Town of Exeter. It will provide a space for seniors to meet and socialize during the day. Our current Senior Center has limited space and limited hours.

The outside walking path and the multi-purpose gym with a walking track will encourage health & wellness for all ages and abilities. I recently had a bad fall and have experienced the challenges of using a walker and cane. The handicap accessibility in the multigenerational spaces would be very helpful.

The current Parks & Recreational Building does not have enough space for the programs they offer. This complex will help greatly with that need.

Thank you for your consideration for placing the Parks & Recreation Department's plan on the next ballot as a Warrant.

Please add this letter to your agenda packet.

Sincerely,



Sally J. McRae
277 Water Street
Apt. 317
Exeter, NH 03833

M Sally McRae
277 Water St., Apt. 317
Exeter, NH 03833

Select Board of Exeter
10 Front Street
Exeter, NH 03833

Town Manager's Office

DEC 11 2019

Received

December 5, 2019

Dear Select Board Members,

I am a current resident at 277 Water Street and strongly support the plan for a multi-generational complex on Hampton Road, Exeter. The current facility on Court Street desperately needs to be enlarged and updated to accommodate the needs of local senior residents. There is no room to expand, in any direction, to allow more usage.

Likewise, the current recreational facility on Hampton Road is limited due to the immense daily use during "summer only." It accommodates primarily the youth of our community which is great, but the facility is "bursting at the seams" and cannot expand to meet additional activities or much needed bathroom facilities. Our handicapped youth are also limited in several aspects and having attended a couple of meetings regarding the plans and needs under consideration, I trust these will also be fulfilled, including the bathroom facilities to accommodate our handicapped participants.

There is a need for year-round usage, multiple generations, and an opportunity for other activities which currently, neither facility is able to offer our citizens.

I am hopeful to see this matter on the March ballot.

Sincerely,

Betsy Baker

Ms. Betsy Baker
277 Water St Apt 226
Exeter, NH 03833-1734

MANCHESTER NH 30

06 DEC 2019 PM 1 L



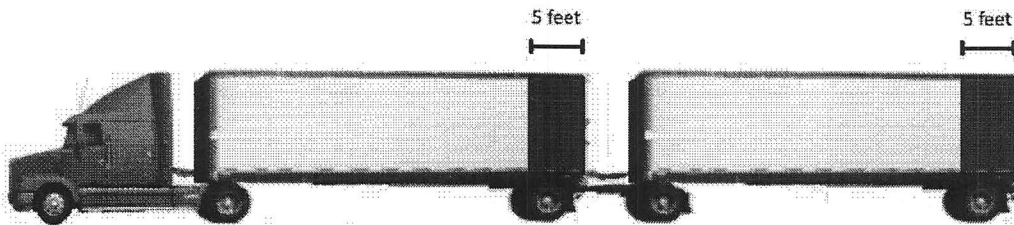
Select Board of the Town of Exeter
10 Front St.
Exeter, N H
03833

03833-275499



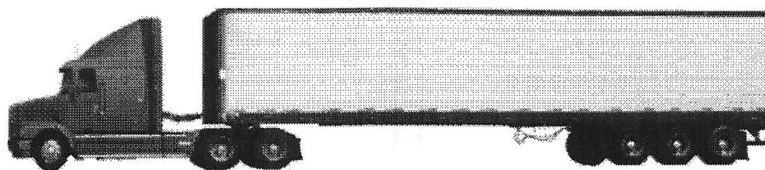
Proposed Bigger-Truck Configurations

Longer Double-Trailer Trucks



- FedEx, UPS, Amazon and a handful of other companies have lobbied for legislation that would force states to allow double-trailer trucks 91 feet in length, called “Double 33s,” on the federally designated National Network, which includes 200,000 miles of roadways. These are 10 feet longer than today’s twin-trailers and 17 feet longer than standard single-trailer trucks.
- Double 33s were removed from the transportation reauthorization bill in the U.S. Senate in November of 2015 on a 56-31 vote.
- The U.S. Department of Transportation (USDOT) determined in 2016 that Double 33s take 252 feet to stop—22 feet longer than today’s twin-trailer configuration.
- USDOT also found that Double 33s would result in the largest lifecycle increase in pavement damage compared to all other studied configurations. This would result in \$1.2 billion to \$1.8 billion in estimated pavement damage every year.

Heavier Single-Trailer Trucks



- Certain shippers have lobbied to allow heavier single-trailer trucks weighing 91,000 pounds—an increase of 11,000 pounds compared to today’s trucks—as part of a 10-year, 10-state pilot program.
- Legislation to allow 91,000-pound trucks was defeated in the U.S. House in 2015 on a 187-236 vote.
- These 91,000-pound trucks were found in limited state testing by USDOT in 2015 to have 47 percent higher crash rates and cause \$1.1 billion in additional bridge costs.



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



NOTICE OF FINDINGS

December 4, 2019 *Town Manager's Office*

Page 1 of 2

DEC 11 2019

Received

Ross Nugent
75 Linden Street
Exeter, NH 03833

RE: Land Resources Management File #2019-02392, 75 Linden Street, Exeter: Tax Map 95, Lot 73

Dear Mr. Nugent:

On August 6 and October 30, 2019, personnel from New Hampshire Department of Environmental Services' (NHDES) Land Resources Management Program inspected the above-referenced property in response to a complaint alleging dredging and/or excavating within a jurisdictional wetland. The purpose of the inspections was to determine compliance with RSA 482-A (*Fill and Dredge in Wetlands*) and applicable rules adopted under that statute.

During the inspections, NHDES personnel observed an area of disturbed soils, including removal of ground vegetation and the excavation of a drainage ditch leading to a culvert located beneath the driveway of 73 Linden Street. Although the impacted area was not within the wetland areas as depicted on the Town of Exeter's online mapping tool, several wetland indicators were observed, including:

- Presence of water at or near the surface of the soil;
- Presence of redoximorphic features typical of hydric soils;
- Presence of vegetation adapted to wet conditions (hydrophytes), including sensitive fern, American elm, spotted touch-me-not (jewelweed), and red maple.

Due to the limited scope of the two inspections, NHDES is not able to conclusively determine at this time if the area with the observed impacts is within a jurisdictional wetland. However, subsequent analysis of the following data sources confirms the presence of jurisdictional wetlands near your property and supports the possibility that the impacted area may be within a jurisdictional wetland:

- Predominant soil on your property (Scitico silt loam) as mapped by the Natural Resource Conservation Service soil survey is classified as poorly drained and hydric;
- National Wetland Inventory depicts wetlands in close proximity to the impacted area;
- Linden Commons Subdivision plan (# 36726) recorded with the Rockingham County Registry of Deeds indicates extensive delineated wetlands on surrounding properties that are not depicted on the Town of Exeter's online mapping wetland data;

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095

NHDES Main Line: (603) 271-3503 • Subsurface Fax: (603) 271-6683 • Wetlands Fax: (603) 271-6588

TDD Access: Relay NH 1 (800) 735-2964

- Wetlands Permit 000P-01069 issued in 1986 authorized approximately 4000 square feet of fill in wetlands on Lot 69 (83 Linden Street).

Given the indicators that support the presence of a jurisdictional wetland on your property, **NHDES requests that you voluntarily refrain from conducting any additional dredging, excavating, or filling within the area adjacent to the driveway for 73 Linden Street until NHDES can conduct a more thorough assessment**, including analyzing soil samples and vegetation in accordance with the Army Corps of Engineers' standards for identifying wetlands. Alternatively, you may have a Certified Wetland Scientist or other qualified professional conduct an assessment to confirm the presence/absence of a jurisdictional wetland in the impacted area.

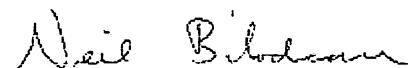
Enclosed for your reference is an aerial image showing the possible jurisdictional area.

Under RSA 483-B:3, IV(b), man-made drainage ditches that have been legally constructed to collect, convey, treat, or control storm water and spring run-off, may be maintained, repaired, replaced, or modified as necessary to preserve their usefulness without a permit under this chapter, ***provided that the exempted facility, area, or feature is not extended into any area of wetlands jurisdiction of the department of environmental services; dredged spoils are deposited in areas outside wetlands jurisdiction of the department of environmental services; wetlands or surface waters outside the limits of the exempted facility, area, or feature are neither disturbed nor degraded; best management practices are followed; and the work does not infringe on the property rights or unreasonably affect the value or enjoyment of property of abutting owners.*** (Emphasis added.)

Cutting and removal of vegetation, including trees, within a wetland is permissible without a permit provided that the roots of the vegetation are not disturbed, the ground is frozen or sufficiently dry to avoid making ruts, and the area is stabilized once thawed (if cut during frozen conditions).

Nothing in this letter shall preclude enforcement action by NHDES, including requiring a wetlands permit and/or restoration of the impacted area. Should you have any questions, please feel free to contact me at neil.bilodeau@des.nh.gov or (603) 559-1513.

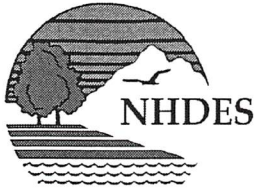
Sincerely,



Neil Bilodeau
Compliance Specialist
Land Resources Management Program

Enc.

cc: Exeter Conservation Commission
Exeter Board of Selectmen



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

December 4, 2019

COPY

Town Manager's Office

DEC 11 2019

Received

JENNIFER PERRY
TOWN OF EXETER
WATER/SEWER DEPT
13 NEWFIELDS RD
EXETER NH 03833

SUBJECT: NON-TRANSIENT NON-COMMUNITY: EXETER: EXETER PUBLIC WORKS COMPLEX: PWS #: 0806020
Deactivation of a Public Water System

Dear Owner:

Based on updated information, it has come to the attention of this office that the above subject water system has been deactivated for the following reason:

EXETER PUBLIC WORKS COMPLEX IS COMBINED WITH ANOTHER PWS SYSTEM

In the event that this system begins to serve 25 or more people over 60 days per year, please notify this office so that the system and the PWS ID can be reactivated. Please maintain this **PWS # 0806020** in your files. Upon reactivation, this number will again be used to identify the existing water system, not the business entity.

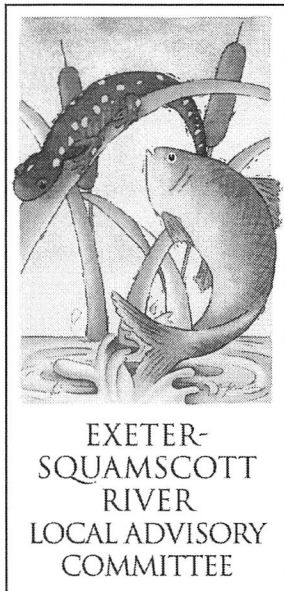
If the system is sold, please notify the buyer of the above information. Also, please notify this office of any changes to the water system.

If you have any questions concerning this letter, please call me at 271-3544 or by email at jane.murray@des.nh.gov.

Sincerely yours,

Jane Murray
Drinking Water Groundwater Bureau

cc: EXETER HEALTH OFFICER
EXETER SELECT BOARD



**Meeting Notice and Agenda
Exeter-Squamscott River Local
Advisory Committee**

**Tuesday, December 17, 2019
7:00 pm
Rockingham Planning Commission
156 Water Street
Exeter, NH**

I. New Business

- A. October Meeting Minutes
- B. NH DES Application – Wetlands Permit Application, Raeder Drive, Stratham - pier, gangway and seasonal float
- C. New DES Wetlands notification process and authorization form
- C. Correspondence
- D. Annual Report and Invoices
- E. Renew RPC contract for technical assistance

II. Old Business

- A. ESRLAC Facebook Page
- B. Workshop ideas – innovative septic design, in-stream flow rules
- C. Squamscott River Signs – installation update
- D. Update on Pickpocket Dam
- E. Distribution of River of Many Uses books

III. Other Business

IV. “For the Good of the River”

V. Adjourn

Rye Planning Board

Rye Town Hall, 10 Central Road, Rye, NH 03870 (603) 964-9800
web: www.town.rye.nh.us

December 4, 2019

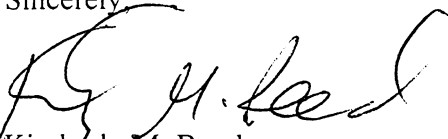
Dear Town:

The Rye Planning Board and the Rye Zoning Board of Adjustment (ZBA) will hold a joint public hearing on December 18, 2019 at 6:30 pm at the Rye Public Library on the applications of Cellco Partnership d/b/a Verizon Wireless to install a wireless telecommunications facility in the form of a 126 ft. monopole (cell tower) at 68 Port Way in Rye (Tax Map 23/Lot 1), which is owned by the Town of Rye Conservation Commission. The applications to the Planning Board are for Major Site Development approval and for a Special Use Permit. The applications to the ZBA are for: (1) a Variance to Rye Zoning Ordinance (RZO) Section 505.6 (A)(4) to allow the cell tower to be setback less than 100 feet from wetlands; (2) to RZO Section 301.8 (B)(1) and 301.8 (B)(7) to allow the tower and tower compound within the wetlands buffer; and (3) a special exception pursuant to RZO Section 301.8 (B)(6) to allow the driveway access to the tower compound to be located within the wetlands buffer. Case #47-2019

The Planning Board will first determine if the Major Site Development and Special Use Permit application submittals are complete. If the Planning Board determines the applications are complete it will accept jurisdiction over them and a joint public hearing of the Planning Board and ZBA will follow. Case # 20-2019

The applications package submittals are available for inspection and copying from the Planning Department at the Rye Town Hall.

Sincerely



Kimberly M. Reed
Planning & Zoning Administrator
Enc.

Town Manager's Office

DEC 6 2019

Received

*The Rye Planning Board and Zoning Board of Adjustment
will be having a Site Walk on the Cellco Partnership d/b/a Verizon Wireless Application
at
68 Port Way (Map 023, Lot 001)*

property owned The Town of Rye

Saturday, December 7, 2019 at 9:00 AM

For the following applications currently before the Boards.

Conditional Use Permit and Major Site Development Application by Cellco Partnership d/b/a Verizon Wireless, with AT&T for property owned by the Town of Rye and located at 68 Port Way, Tax Map 23, Lot 1 to install a wireless telecommunications facility in the form of a 126' monopole at the property, which shall include twelve (12) panel antennas, six (6) remote radio heads, one (1) junction box at a centerline 121' and nine (9) panel antennas, fifteen (15) remote radio heads, six (6) surge arrestors at a centerline of 109' and ground based equipment to be housed within 50'x50' fenced enclosure. Property is in the Single Residence District. Case #20-2019.

Variations from Sections 505.6 (A)(4) for construction of a wireless telecommunications facility within 100' wetlands buffer 301.8B(1) and 301.8.B(7) to construct a driveway within the 75' buffer to access wireless telecommunications facility. Property is in the Single Residence District. Case #47a-2019.

Special Exception from Sections 301.8B(1) and 301.8.B(7) to construct a driveway within the 75' buffer to access wireless telecommunications facility. Property is in the Single Residence District. Case #47b-2019.

Respectfully Submitted,
Patricia Losik, Chairman



TOWN OF PELHAM

Planning Department

6 Village Green
Pelham, NH 03076

Tel: (603) 635-7811

Fax: (603) 635-6954

Email: planning@pelhamweb.com

NOTICE TO ABUTTERS PELHAM PLANNING BOARD

Town Manager's Office

DEC 11 2019

PLANNING BOARD CASE NO.: PL2019-00029

NAME & ADDRESS OF OWNER(S): Charles M. Kleczkowski, Jr.
1151 Hildreth Street
Dracut, MA 01826 *Received*

NAME & ADDRESS OF APPLICANT(S): American Towers, LLC
10 Presidential Way
Woburn, MA 01801

NAME & ADDRESS OF SURVEYOR: Engineer: ATC Tower Services
3500 Regency Parkway, Suite 100
Cary, NC 27518

STREET ADDRESS OF PROPERTY Off Spring Street and 64 Blueberry Circle

TAX MAP & LOT NUMBER: Map 31 Lot 11-33 Access Lot: Map 31 Lot 11-37

AGENDA DATE/DATES: December 16, 2019
and subsequent meetings if necessary

TIME & LOCATION OF MEETING: 7:00 p.m., Pelham Town Hall
6 Village Green, Pelham, NH 03076

PURPOSE OF MEETING: Site Plan Review for a Wireless Communications Facility, pursuant to Section 307-58(B)(3) of the Town of Pelham Zoning Ordinance and Site Plan Regulations & a Special Permit pursuant to Section 307-40(A)(1) of the Ordinance relating to wetlands for the construction, operation, and maintenance of a Wireless Communication Facility

You are invited to appear in person or by agent or counsel and state reasons why the request should or should not be granted.

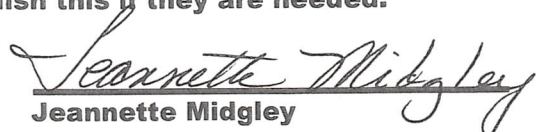
Please consult the document "The Local Appeals Process – Frequently Asked Questions" which is available on the Planning Department page of the official Town of Pelham website www.pelhamweb.com or in hard copy from the Planning Office. Abutters are advised to seek professional legal assistance in the filing of any appeal.

Most meetings are tape-recorded.

If you are disabled, you have the right to attend, hear and participate in all public meetings held by the Town of Pelham. In accordance with Americans with Disabilities Act the Town will provide auxiliary aids and services to accomplish this if they are needed.

December 5, 2019

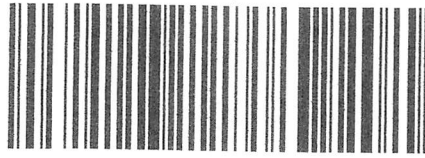
Date of Notice


Jeannette Midgley
Administrative Assistant



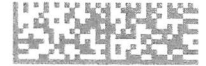
TOWN OF PELHAM

Planning Department
6 Village Green
Pelham, NH 03076



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Board of Selectmen
10 Front Street
Exeter, NH 03833

PL2019-00029

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