

Select Board Meeting
Monday, January 6th, 2020, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter NH

1. Call Meeting to Order
2. Public Comment
3. Proclamations/Recognitions
 - a. Proclamations/Recognitions
4. Approval of Minutes
 - a. Regular Meeting: December 16th, 2019
5. Appointments
6. Discussion/Action Items
 - a. Renay Allen, Energy Committee – Offshore Wind Task Force Meeting
 - b. Sustainability Officer
 - c. Facilities Committee Review and Recommendation – Parks and Recreation Expansion/Renovation
 - d. FY20 Bonds Budget & Warrant Articles
7. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Select Board Committee Reports
 - e. Correspondence
8. Review Board Calendar
9. Non-Public Session
10. Adjournment

Kathy Corson, Chair
Select Board

Posted: 1/3/20 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

Proclamations & Recognitions

Minutes

Select Board Meeting
Monday December 16, 2019
Town Offices, Nowak Room
Draft Minutes

1. Call Meeting to Order

Members present: Anne Surman, Kathy Corson, Molly Cowan, Niko Papakonstantis, and Russ Dean were present at this meeting. Julie Gilman was not present.

The meeting was called to order by Ms. Corson at 6:40 PM.

2. Non Public Session - RSA 91a3:2(a)

MOTION: Mr. Papakonstantis moved to go into non public session under RSA 91a3:2(a). Ms. Surman seconded. By a roll call vote, all were in favor. The meeting went into non public session at 6:40 and reconvened at 7:07 PM.

Mr. Dean discussed the loss of Carl Robertson, who was a big member of the Exeter Community, a teacher, state rep, football coach, and mentor. He read from Mr. Robertson's obituary. Ms. Corson asked for a moment of silence.

3. Bid Award - Water/Sewer Chemicals

MOTION: Mr. Papakonstantis moved to approve the award of Bid 1, Sodium Hypochlorite 15% solution, to Harcros Chemicals of Nashua, NH. Ms. Cowan seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve the award of Bid 2, Activated Carbon, to George S. Coyne Chemical Co. of Croydon, PA. Ms. Cowan seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve the award of Bid 3, Potassium Permanganate, to Harcros Chemicals. Ms. Cowan seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve the award of Bid 4, Sodium Hydroxide, to Borden & Remington Corp of Fall River, MA. Ms. Cowan seconded. All were in favor.

4. Public Comment

- a. Jordan Dickenson of 3 Deerhaven Drive said that he spoke on behalf of Exeter residents concerned about climate change, plastics in our ecosystems, and other issues critical to the health of the community. He asked the Board to create a Sustainability Coordinator position so that one person can coordinate the different stakeholders. He read a petition stating that Exeter residents continue to believe in Article 31.
- b. Herb Moyer of 51 Westside Drive said he hopes and expects the Select Board to require measurable and sustainable practices from every town department.

5. Proclamations/Recognitions

- a. Ms. Corson recognized Christopher McConnell, the Water/Sewer Heavy Equipment Systems Operator who was named employee of the fall quarter.
- b. Ms. Cowan recognized the joint effort to put on the Holiday Parade.

6. Approval of Minutes

- a. Regular Meeting: December 4th, 2019

Mr. Papakonstantis said that in the correspondence section, the letter authors included "Erin," not "Aaron," Steckler. Ms. Surman said that in her comments about Duncan Robinson, he did a post graduate year at PEA, not a semester.

MOTION: Mr. Papakonstantis moved to approve the revised minutes of the Select Board meeting of December 4, 2019. Ms. Cowan seconded. All were in favor.

7. Appointments

MOTION: Mr. Papakonstantis moved to appoint Don Clement to the Conservation Commission as an alternate, with a term to expire April 30, 2021. Ms. Surman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to appoint Amanda Kelly to the Facilities Committee, with a term to end April 30, 2020. Ms. Surman seconded. All were in favor.

8. Discussion/Action Items

- a. Richard Perrin, US Census Bureau re: 2020 Census

Mr. Perrin, a Partnership Specialist with the US Census Bureau, gave a presentation on the 2020 Census, which determines the allocation of \$675 billion in Federal funding. This year, there will be four ways to respond: online, phone, paper, or with an in-person visit. The response period begins in mid-March; April 1 is Census Day, and census takers will go door-to-door from Mid-May to July 2020.

Ms. Cowan asked what they can do as a town to make sure the count is accurate. Mr. Perrin said some communities form a Complete Count Committee to work towards that goal. There's also a mapping function called ROAM on the Census.gov site that indicates low response neighborhoods, which he encouraged them to review.

- b. UNH Sustainability Fellow Application

Dave Sharples, the Town Planner, discussed the UNH Sustainability Fellow project, which is offered through the UNH Sustainability Institute. Mr. Sharples' idea was to have a fellow prepare a municipal operations Greenhouse Gas Emissions inventory and determine strategies to reduce these emissions. There would be a stipend of \$11,500, with \$6,500 paid by UNH and \$5,000 paid by the town. The Sustainability Institute makes the project selections this week. Mr. Dean said this project would be looking only at town operations, and Mr. Sharples said they could consider having a fellow do a larger town-wide inventory in the future. Mr. Dean said in 2010 the town founded an Energy Capital Reserve Fund they can look at for the funding match.

Mr. Papakonstantis said that he would like to add more money for sustainability to the budget. He also suggested having Mr. Sharples assume the responsibility of a Sustainability Officer for 2020 as a bridge to the next step, whether that would be a new full time position or

another option. Mr. Papakonstantis mentioned that other communities have regionally shared Sustainability Officers. Ms. Corson said she'd like to consider that when Julie Gilman is present and asked to add it to the next meeting's agenda. Mr. Dean said he's confident that Mr. Sharples would fill this role well, at least on an interim basis.

Renay Allen of 185 High Street, a member of the Energy Committee, said she's in favor of the emissions inventory being conducted. The Energy Committee was trying to do a survey of energy usage in municipal buildings and it was a slow process. There was an energy audit done in 2009, but the information is outdated.

Jordan Dickenson asked what community groups can do, if anything, to help get the fellowship grant. Mr. Sharples said the institute didn't ask for letters of support, but in the grant application he articulated that they have the full support of an active sustainability group and an engaged citizenry.

Robin Tyner of 9 Millstream Drive said the Sustainability Committee is in favor of the grant. Last spring, she talked to the person who runs this program, and heard that last year they had more fellows available than people applying for them. Mr. Sharples said he heard that this year it was very competitive.

c. Swasey Parkway/Property Use Updates & Report

Mr. Papakonstantis said that he and Ms. Surman met with Greg Bisson and Melissa Roy of Parks and Rec to discuss simplifying the Parkway rules. They broke it down by profit and non-profit, rather than considering resident/non-resident status. For non-profit groups, they suggested a fee of \$100 per event, and for-profit groups \$200 per event. They recommended that those seeking permits for events at the Parkway be restricted to no more than six events per year. They proposed grandfathering the Farmer's Market, and otherwise offering no seasonal fee/discount for those having multiple events. Resident and non-resident status would not be considered in the interest of simplifying the fee schedule, but they would continue to offer residents an extra month to put in their permit. If the town wanted to differentiate between resident and non-resident, they could allow residents up to six events and non-residents up to four events. Mr. Papakonstantis said that by putting a cap on the number of events, they hoped to prevent anyone from monopolizing the Parkway. They can give residents the first crack at a permit and potentially an extra two events.

To keep the Swasey Parkway Trustees better informed, Parks and Rec has offered to send a weekly rather than a monthly spreadsheet to the Trustee chair. Mr. Papakonstantis said they talked about posting events on the town website calendar. They're currently not able to do it, as it would be too much extra work for the Town Clerk. Mr. Bisson said IT is looking into it.

Ms. Surman said they updated bullet 9 of the Rules for Use of Swasey Parkway. It said that nothing was to be attached to trees or shrubs; they added to that list fences, railings, benches, or any permanent structure. They had no other use changes.

Ms. Surman suggested taking out the distinction of profit/non-profit entirely. Mr. Papakonstantis felt that they should continue to make the distinction of resident/non-resident, as resident non-profit organizations are giving something back to the community.

Ms. Corson asked Mr. Bisson if they look at the non-profit documentation, and he said they've never been asked to collect the state-level non-profit certification, but he's sure they can easily provide the paperwork.

Ms. Cowan asked how many events they would be saying no to with the six per calendar year rule. Mr. Bisson said three or four. Ms. Cowan asked if they have a hierarchy to approve events, and Ms. Roy said residents get a 30 day head start but otherwise it's first come first served.

Ms. Corson said the rest of the town has the resident/non-resident distinction. The public buildings are for the citizens. Mr. Bisson said the 30 day window was the key distinction. Ms. Surman said there are worthy organizations whose members happen not to be residents. Mr. Papakonstantis suggested removing that distinction from the town facilities use fees in general. Mr. Dean said they don't want town facilities to be the preferred alternative for for-profit organizations. They allow them to use the facilities, but if their fee is less than appropriate, he's concerned that the town will become a concierge service for for-profit organizations.

Mr. Papakonstantis said they were also concerned about a single organization monopolizing town hall with rehearsals. Mr. Bisson said he has suggestions to address that, and Ms. Corson said they could address it in January.

Ms. Corson opened the discussion to the public.

Florence Ruffner of 5 Pine Street brought up the idea of closing the Parkway once a month for residents to use it as a park, and Ms. Corson said she would like to see that. Ms. Ruffner said residents should have preferential treatment over non-residents, because residents pay for everything.

Robin Tyner of 9 Mill Stream Drive agreed that there should be a distinction between residents and non-residents. She pays property taxes and wants to see the community get the services. She added that it's difficult for a non-profit organization to plan a year in advance, so allowing resident non-profits to reserve 30 days before non-residents may not be meaningful.

Ms. Corson said she does want a distinction in fee between resident and non-resident; it's consistent with what they've done for the buildings. She wanted to discuss this further at a meeting in January.

d. Exeter Opt In Status re: Refugee Resettlement

Ms. Corson said they are not required to opt into accepting refugees, as it's now a state-wide policy. Ms. Cowan asked if they could do it anyway to send a statement. Mr. Dean said a letter can be sent to Federal-level Senators and Congressmen to opt in, as well as to the Governor.

MOTION: Ms. Cowan moved to send an opt-in letter stating that Exeter is open to refugee resettlement to those appropriate to receive this letter, including the Governor's office. Mr. Papakonstantis seconded. All were in favor.

e. FY20 Budget and Warrant Articles

Mr. Dean said there is a 3.27% increase over the original budget warrant article from last year, but compared to the adjusted budget it's 3%, due to wage and benefit changes. There are no new positions proposed at this stage in the budget. For General Fund Budget notes, there are more elections in 2020, and they have the upgrade of the VISION software, an IT audit, and email filtering and archiving expenses. In DPW Admin and Engineering, they're looking for \$25,000 for DPW garage D&E. In Highways and Streets, there is the Tamarind Lane culvert replacement at \$23,000, a one-time signalization improvement for Hampton Road, Solid Waste

handling increases, Household Waste increases, Landfill Monitoring increases of \$20,000, increases in the Snow Removal budget, a Recreation Senior Services program at \$7,500, Contract Cleaning for the Parks and Rec building at \$11,000, and a Workers Comp budget at \$115,000. If all warrant articles pass, there would be a 50 cent per \$1,000 increase overall. The budget articles last year had a tax impact of \$488,451, and the proposed FY20 is \$546,664.

For CIP items, they have a draft list of articles, including two potential bonds, a groundwater/surfacewater assessment program at \$200,000, the Folsom Acres Pump Station Rehabilitation, Pickpocket Dam at \$110,000, the Westside Drive Reconstruction D&E which has a partial grant, the Parks Improvement Fund for \$100,000, the Communications Repeater site improvement, the Highway Trucks replacement, the Sidewalks Capital Reserve Fund, the mini-loader for Parks and Rec and Highway to share, the Conservation Fund, a Sedan replacement for Maintenance, and the two customary articles from Fund Balance for the Sick Leave Trust and Snow and Ice Deficit. For the Epping Road TIF amendment, they will reserve a spot until Mr. Winham is ready with specifics.

Ms. Surman asked if they had done a projection on contracting for plowing on Lincoln Street vs the town purchasing the right type of plow. Ms. Corson pointed out that if they make similar improvements elsewhere, they will need the plow service there too. Bob Kelly, chair of the Budget Recommendations Committee, said the BRC discussed that. Because of the timing, they needed to do something quickly with the contract, but after a year they will have a better idea of the costs.

Ms. Surman asked if there is room to delay the Pickpocket Dam project. Mr. Papakonstantis said the BRC discussed it at length, and he ended up being ok with the money they put aside for it this year. Mr. Kelly said there was interest in delaying it, but they have a Letter of Deficiency, so they're on the hook to do it, even if not this year. The costs aren't going to go down. He doesn't think they'll get in severe trouble if they delay, but next year other things will come up and they'll probably have the same conversation. Mr. Dean said the CIP identifies the tasks that DES and the town have agreed to, but they did attempt to push some tasks further down the road.

Mr. Papakonstantis said he would like to get the budget down below 3%, although he'd also like to add to the Sustainability budget. The BRC did a very thorough job of trimming the budget. He has no specific recommendations for cuts at the moment.

Ms. Cowan said she wanted to wait to have a bigger conversation when Ms. Gilman is present. Pickpocket Dam seems easy, but they have to look at their liability, considering that they know it's deficient.

Mr. Kelly said there were some big ticket items that could be trimmed or removed, but they're related to planning for the town, specifically Public Works. There's an investment in what will happen in the next 30 - 50 years, such as with the water supply. He would hate to cut that even more, since they have to keep moving forward with diversifying the water supply. They cut the CIP budget by about 30%, but they have to keep moving forward with the fleet.

Ms. Surman said that the BRC didn't get time to look closely at the Parks and Rec presentation, and that project is estimated at double what it was a year ago. It's a lot of money and she's not prepared to support it this year. Mr. Papakonstantis said the scope of the project changed, and the presentation that was given to the BRC, Select Board, and Facilities Committee answered those questions. A project like this should go before the voters. Ms.

Surman said last year, they funded a Public Safety study, and the town should look at those answers before doing this. Mr. Papakonstantis said the voters should determine what's of value to the community.

Mr. Kelly asked about the status of the Public Safety report. Mr. Dean said the consultants are here this week, and are in the process of working the data. The Police have signed off on the data. They're looking at getting a draft in early January.

Mr. Dean said Chief Poulin will relook at the prosecution, as they may be able to do more in-house and adjust the budget accordingly.

f. FY 19 Encumbrances

Mr. Dean said the Board must approve the list of encumbrances, which are funds that will not be spent before year end but which the departments would like to encumber because they're associated with signed contracts.

MOTION: Ms. Surman moved to approve \$160,769.24 in Encumbrances for FY19. Mr. Papakonstantis seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to encumber the following Special Articles from the 2019 Town Meeting in accordance with RSA 32:7: Article 18, Public Safety Dispatch Upgrades at \$153,451; Article 21, the Public Safety Department's Facility Data Staffing Analysis at \$50,000; Article 22, ADA Funding at \$35,000; Article 23, Intersection Improvements, at \$50,000; and Article 24, the Pickpocket Dam Study, at \$40,000. Ms. Surman seconded. All were in favor.

9. Regular Business

a. Tax, Water/Sewer Abatements and Exemptions

MOTION: Mr. Papakonstantis moved to approve a Veteran's Credit for 103/13/13 in the amount of \$500. Ms. Surman seconded. All were in favor.

MOTION: Mr. Papakonstantis moved to approve a Veteran's Credit for 104/78 in the amount of \$500. Ms. Cowan seconded. All were in favor.

b. Permits & Approvals

Mr. Dean presented the case of a resident who has an issue with their tax bill. They made an online payment from Citizens Bank, and they got confirmation that it was sent. However, the money wasn't withdrawn, and the town marked it as never being paid, so interest accrued in the amount of \$215.24. The resident asked that this amount be waived.

Ms. Corson asked what would happen if the check were lost in the mail. Mr. Dean said the bottom line is if you are a taxpayer and have a bill you have to make sure it's getting paid. Mr. Papakonstantis said there's written documentation that she made an effort to make this payment. Ms. Corson and Ms. Surman felt that the bank should address the issue, not the town. Ms. Cowan said they should at least find out the bank's response. Mr. Dean will follow up with the resident.

c. Town Manager's Report

- i. Mr. Dean said the CDBG Grant for Icey Hill was successful, at the full amount.
 - ii. He thanked the organizers of the Holiday Parade and the Open House. He also recognized Donna Cisewski and Pam McElroy, who pulled together the Service Award Luncheon and Holiday Drop-in event.
 - iii. He attended Wreaths Across America, which had bad weather but was a very nice event.
 - iv. He and Ms. Gilman met with the Coalition Against Bigger Trucks, an interest group concerned with maintaining truck sizes at reasonable levels. It was an interesting meeting, and they learned that at the Federal level this issue warrants a consistent eye.
 - v. He attended the Police swearing-in on December 9th for Officer Riyah Khan and ACO Julia Doane.
 - vi. He attended the Energy Committee meeting on December 11th and the Facilities Committee meeting last Friday.
 - vii. He recognized Jay Perkins of Public Works, who helped to quickly resolve a resident issue with basement flooding on Court Street this past Saturday.
- d. Select Board Committee Reports
- i. Mr. Papakonstantis attended the holiday gathering, which was a well-done event. The Planning Board meeting was an administrative work session for potential zoning amendments for the 2020 Town Meeting, which was continued to this Thursday. The first public hearing on these proposals must be prior to January 13th. He met with the Facilities Committee Friday morning, where Parks and Rec, Tighe and Bond, and Banwell answered questions about the Rec project.
 - ii. Ms. Cowan had no meetings.
 - iii. Ms. Surman had no meetings, but enjoyed the holiday event and the parade. She asked whether there were no CSO [Combined Sewer Overflow] events on Saturday, as she would like to hear how much better the new treatment plant is doing. Mr. Dean said there was some flooding at Swasey Parkway, but he hasn't heard whether there was a CSO or SSO.
 - iv. Ms. Corson had no meetings.
- e. Correspondence
- i. An announcement from Public Works on the Employee of the Fall Quarter, Christopher McConnell.
 - ii. An email from Eileen Flockhart saying that Exeter got the Tree City USA designation.
 - iii. A letter from four residents of 277 Water Street in support of the Rec Park project, due to the walking track and paths.
 - iv. The proposed bigger truck configuration information.

- v. The Land Resources management file on 75 Linden Street. There was a complaint of dredging in a wetland, but they found that was not the case. Mr. Dean said a deeper assessment will be performed by DES.
- vi. A notification of the deactivation of the well at the DPW yard. With the new water main, it can be deactivated.
- vii. The agenda for the Exeter Squamscott Local River Advisory Committee meeting.
- viii. Notices from the Rye Planning and Zoning Board and the Pelham Planning Department regarding cell tower hearings.

10. Review Board Calendar

- a. December 30th [subsequently cancelled], January 6th for budget discussions, January 21 for the Bond and Budget hearing, and January 27th.

11. Non-Public Session

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

12. Adjournment

MOTION: Mr. Papakonstantis moved to adjourn. Ms. Surman seconded. All were in favor, and the meeting was adjourned at 9:50 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

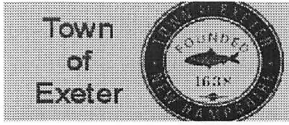
Board Appointments & Resignations

Board and Committee Appointments
January 6, 2020

Resignation

Sustainability Advisory Committee

Jennifer Brackett Piskovitz (term expires 4/30/22)



Russ Dean <rdean@exeternh.gov>

Fwd: SAC member

3 messages

David Sharples <dsharples@exeternh.gov>

Mon, Dec 30, 2019 at 9:56 AM

To: Russ Dean <rdean@exeternh.gov>, Pam McElroy <pmcelroy@exeternh.gov>

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

From: **chetana & stephen** <everestviewlodge@gmail.com>

Date: Sun, Dec 29, 2019 at 1:20 PM

Subject: Fwd: SAC member

To: Nina Braun <ninamb@live.com>, Niko Papakonstantis <npapakonstantis@exeternh.gov>, Beverly Tappan <bevalan2@gmail.com>, robin tyner <rd.tyner88@gmail.com>, Kristen & Chris Osterwood <osterwood@gmail.com>, Christopher Zigmont <czigmont@gmail.com>, David Sharples <dsharples@exeternh.gov>, Liuxi Sun <lsun@exeter.edu>
 Cc: Jenn Brackett <jennbrackett@comcast.net>

Dear SAC

Please find the email sent by Jenn to the SB. I am grateful for her time and commitment to the SAC. It was Jenn and the amazing Sustainability Office Advocates (SOA) that got the sustainability agenda on the voting ballot and to a situation where the Town was and is actively talking about Sustainability. We still have a long way to go and I look forward to Jenn supporting the SAC as a passionate community member.

I understand the reasons that has led to Jenn submitting her resignation as it is difficult to manage daily life commitments with the time and effort that a volunteer position requires.

I do not know what the process is for looking for a new member for the SAC - hopefully Niko et al can let us know.

Thank you again, Jenn for all you have done and the support you have provided. It is greatly appreciated.

Happy Green New Year

Chetana

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

From: **Jenn Brackett** <jennbrackett@comcast.net>

Date: Sun, Dec 29, 2019 at 10:47 AM

Subject: SAC member

To: Kathy Corson <kcorsor@exeternh.gov>, Molly Cowan <mcowan@exeternh.gov>, Julie <gilmanjd@comcast.net>, <ASurman@exeternh.gov>, Niko Papakonstantis <NPapakonstantis@exeternh.gov>, chetana & stephen <everestviewlodge@gmail.com>

Dear Exeter Select Board and SAC Chair Pamar,

Please accept this email as my resignation from the Sustainability Advisory Committee. At this time, my family and work commitments have become too great for me to be able to fulfill what I feel are the most important requirements of the position on the committee. I feel it is best for me to make room for someone who has the proper time and flexibility to devote to supporting the Town directly in the work of sustainability.

I am deeply grateful to have been chosen to be part of this important new Committee and for the chance to volunteer in an official Town capacity. In the short time I was on the Committee, I gained a better understanding of how much work goes into keeping our beautiful Town running. Thank you for the opportunity to participate in this way. I also learned how much invaluable experience our current SAC members have in climate science and public outreach and I have no doubt the Committee will have success as next steps fall into place. I look forward to helping from the citizen side of things when I am able. If you have any questions, please feel free to reach me via email or at the number below.

Thank you all for your continued service to our Town. I have great respect for your commitment to Exeter. I wish you joy and wellness in the New Year!

Respectfully,
Jennifer Brackett Piskovitz

JBrackett Creative LLC
A visual communications studio : : 603 778 7173

Niko Papakonstantis <npapakonstantis@exeternh.gov>
To: Kathy Corson <kcorsen@exeternh.gov>, Russell Dean <rdean@exeternh.gov>

Mon, Dec 30, 2019 at 10:31 AM

FYI

----- Forwarded message -----
From: **Niko Papakonstantis** <npapakonstantis@exeternh.gov>
Date: Mon, Dec 30, 2019 at 10:31 AM
Subject: Re: SAC member
To: chetana & stephen <everestviewlodge@gmail.com>

Good morning Chetana,

I did not "reply to all" to avoid violating 93-A. The Select Board will move to accept Jenn's resignation, presumably at the next SB meeting. The agenda is set by the Chair.

From there, the SB will accept applications through the normal process and conduct interviews. The SB will then select a new member to the SAC to take Jenn's place.

Happy New Year!!

Niko
[Quoted text hidden]

Niko Papakonstantis <npapakonstantis@exeternh.gov>
To: Kathy Corson <kcorsen@exeternh.gov>, Russell Dean <rdean@exeternh.gov>

Mon, Dec 30, 2019 at 10:35 AM

91-A...I am typing in the dark and hit the wrong key!!
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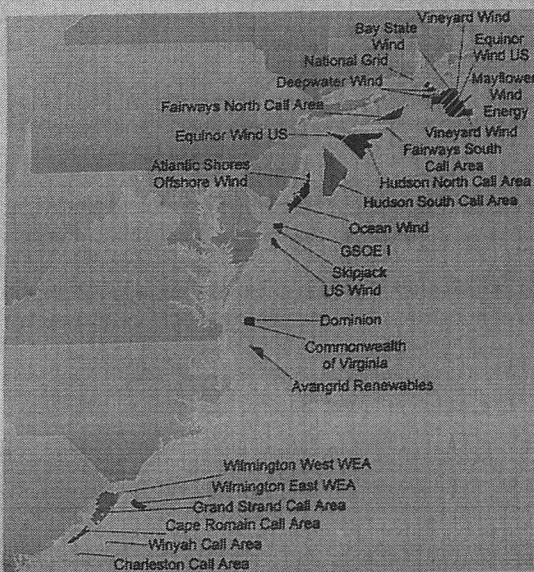
Renay Allen, Energy Committee – Offshore Wind Task Force Meeting

ENERGY CMTE "Offshore Wind Task Force" Handout for Jan 6 2020

Current Lease Status

LESSEE	STATE	ACREAGE	LEASE #, YEAR	NEXT STEP
Garden State Offshore Energy I	DE	70,098	OCS-A 0482, 2012	SAP
Deepwater Wind New England	RI/MA	97,498	OCS-A 0486, 2013	COP
Deepwater Wind New England	RI/MA	67,252	OCS-A 0487, 2013	COP
Virginia Electric and Power Company	VA	112,799	OCS-A 0483, 2013	COP
US Wind	MD	79,707	OCS-A 0490, 2014	COP
Vineyard Wind	MA	166,886	OCS-A 0501, 2015	COP
Bay State Wind	MA	187,523	OCS-A 0500, 2015	COP
Ocean Wind	NJ	160,480	OCS-A 0498, 2016	COP
Atlantic Shores Offshore Wind	NJ	183,353	OCS-A 0499, 2016	SAP
Equinor	NY	79,350	OCS-A 0512, 2017	COP
Avangrid Renewables	NC	122,405	OCS-A 0508, 2017	SAP
Skipjack	DE	26,332	OCS-A 0519, 2018	COP
Equinor	MA	128,811	OCS-A 0520, 2018	SAP
Mayflower Wind Energy	MA	127,388	OCS-A 0521, 2018	SAP
Vineyard Wind	MA	132,370	OCS-A 0522, 2018	SAP

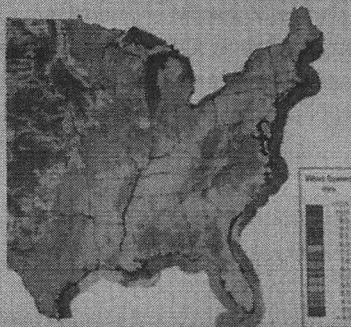
* COP: Construction and Operations Plan, SAP: Site Assessment Plan



BOEM is also in the planning stages for areas offshore New York, South Carolina, California, and Hawaii.

Observed Wind Speeds

Offshore Annual Average Wind Speed at 100 m



- o Gulf of Maine has some of the best wind resources anywhere in the world
- o Considerably stronger than mid- and southern Atlantic coast states

BOEM Office of Strategic Initiatives | 2019

For more information on what is happening in each of our coastal states, please visit

www.boem.gov/Renewable-Energy-State-Activities

Sustainability Officer

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager
RE: Sustainability Officer
DATE: January 3rd, 2020

Suggested Motion

Move the Board designate Dave Sharples, Town Planner, as the interim sustainability officer.

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board

FROM: Town Manager

RE: Renewable Energy Capital Reserve Fund

DATE: January 3rd, 2020

The town adopted a renewable energy capital reserve fund in 2010 and placed \$5,000 in the fund. The purposes are included in the article language.

As you know the UNHSI fellowship match from the town is \$5,000. I would recommend utilizing \$5,000 of the capital reserve as the town's share of the sustainability fellowship grant.

Suggested motion: "Move the Select Board authorize \$5,000 from the renewable energy capital reserve fund for the purposes of funding the town's match to the 2020 UNHSI Sustainability Fellows program."

Article 34: Shall the Town establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purposes of funding projects to improve energy use and efficiency, carbon emission reduction and use of renewable energy sources for municipal infrastructure, and raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be placed in this fund, and appoint the Selectmen as agents to expend from the fund? (The Board of Selectmen recommends this appropriation 5-0).

Passed 1155-728, 2010

Balance as of 12/31/18 - \$5,295.48



**University of
New Hampshire**

Sustainability Institute
Nesmith Hall Room 107
131 Main Street
Durham, NH 03824-3547
V: 603-862-8564
F: 603-862-0785
www.sustainableunh.unh.edu

December 20, 2019

Dave Sharples
Town of Exeter, NH
dsharples@exeternh.gov

Dear Dave,

We are pleased to welcome you as a mentor to the 2020 UNHSI Sustainability Fellows Program. Your enclosed proposal has been accepted, and we look forward to working with you to find an outstanding student to work on your project this summer. We've enclosed some information to give you an idea of what to expect of the planning process over the next several months, how to submit matching funds, and details of the fellowship term this summer.

Next Steps:

- Please review the enclosed materials, ensuring that you're able to commit to participating as a mentor, and let us know if you have any questions or concerns.
- Use the attached template to create a draft position description and return to us by January 3. This will be used to advertise the Fellowship to potential applicants. Much of the requested information can likely be pulled from your proposal.

Your match contribution of \$5000 to support a Fellow will be due to UNHSI on May 1, 2020.

If you have any questions, please feel free to get in touch with us. We have a wonderful portfolio of projects lined up for 2020 and are eager to connect you with others with shared interests, and to facilitate a summer of collaboration and mutual learning.

Sincerely,

Jennifer Andrews
Program Director
Jennifer.andrews@unh.edu

Megan Carney
Program Coordinator
megan.carney@unh.edu

Encl.

2020 Sustainability Fellow Project Application and Partner Organization Agreement
2020 Sustainability Fellowship Host Information
2020 Sustainability Fellowship Position Template
2020 Sustainability Fellowship Workplan Template

Facilities Committee Review and Recommendation – Parks and Recreation Expansion/Renovation

Facilities Advisory Committee

Committee Charge

The purpose of the Facilities Advisory Committee is to assess and analyze municipally owned facilities in order to prioritize physical plant needs and budgets as described in the Town Facilities Plan published by HL Turner Group in December, 2015. The Committee shall identify capital improvement projects to develop a quantifying, data driven facilities assessment and analysis process that informs decision makers.

Advisory Committee recommendations shall consider the following:

- Facility priorities described in the Town Master Plan adopted by the Planning Board, 2018.
- Acquisition or disposition of properties.
- Compliance with building codes.
- Energy efficiency.
- Safety and environmental needs of both personnel and the general public.
- Security of municipal assets.
- Infrastructure that supports proper technology of a modern government.
- Efficiency of access to services by the general public.
- Efficiency of intradepartmental functions.
- Deferred level of capital replacement needs.
- The Committee shall be advisory to the Exeter Planning Board, Select Board, Town Manager, and Public Works Department in the development of an overall facilities strategy.

Membership of the Committee shall consist of five (5) residents, one non-voting Select Board member, and two (2) alternate members appointed by the Select Board. The Select Board shall conduct interviews for each application submitted. Members should have demonstrated experience in facilities planning, architecture, construction management, or some combination thereof. Ideally members will come from a broad constituency and be able to objectively prioritize needs of the Town in this area. It should be noted that while these qualifications are desired, they are not absolute and appointments may be made for members without having the aforementioned qualifications, if a shortage of such candidates exists.

Terms of membership shall be 3 years, ending April 30th. Initial terms shall be set for 1, 2, and 3 years, and thereafter be set at 3 years. Members may be re-appointed for subsequent terms. The Committee shall elect offices of Chairman, Vice-Chairman and Clerk serving one year terms each. Terms of officers may be renewed in consecutive years.

The Committee shall meet monthly for the first calendar year after establishment and periodically thereafter. The Committee shall provide an annual report to the Select Board.

As a public body serving the Town, the Committee shall abide by State "Right-to-know" laws as enacted under Chapter 91-A of the NH Revised Statutes Annotated.

**Adopted by the Select Board April 11th, 2016
Revised and Adopted August 27th, 2018**

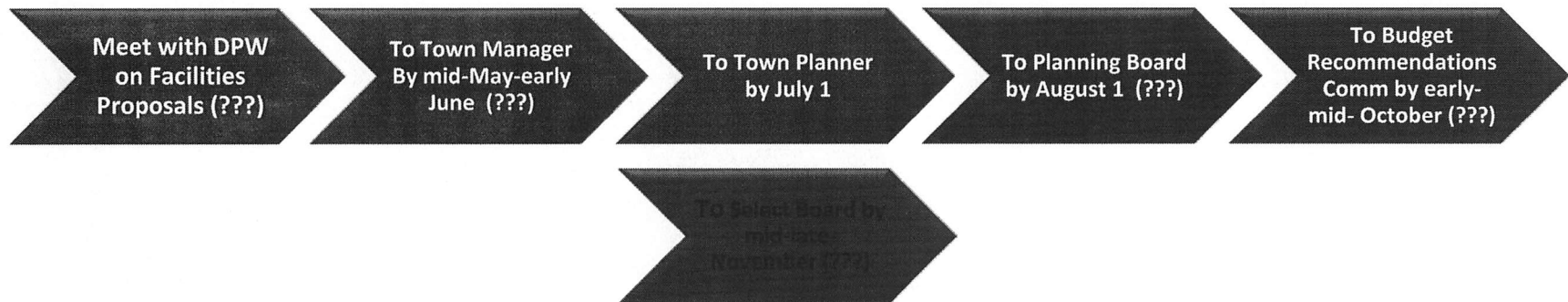
Exeter Facilities Advisory Committee Budget Inputs Timeline

Committee Charge:

- (1) assess and analyze municipally owned facilities in order to prioritize physical plant needs and budgets as described in the Town Facilities Plan
- (2) identify capital improvement projects to develop a quantifying, data driven facilities assessment and analysis process that informs decision makers
- (3) advise the Exeter Planning Board, Select Board, (Proposed addition: Budget Recommendations Committee,) Town Manager, and Public Works Department in the development of an overall facilities strategy.

Advisory Committee recommendations shall consider the following:

- (1) Facility priorities described in the Town Master Plan adopted by the Planning Board, 2018; (2) Acquisition or disposition of properties; (3) Compliance with building codes; (4) Energy efficiency; (5) Safety and environmental needs of both personnel and the general public; (6) Security of municipal assets; (7) Infrastructure that supports proper technology of a modern government; (8) Efficiency of access to services by the general public; (9) Efficiency of intradepartmental functions; (10) Deferred level of capital replacement needs (Proposed additions: (11) ADA/Building Code issues; (12) Adequacy/inadequacy of critical facilities spaces).



FY20 Bonds Budget and Warrant Articles

Town General Fund Budgets – Last 4 years

Year	Town Budget	% Increase over Prior Year	\$ Increase over Prior Year
2020 (proposed)	\$19,612,683	2.86%	\$545,826
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 2.55% increase compared to adjusted FY19 budget of \$19,117,296. Difference between adjusted budget and FY20 budget is \$495,387.

Town of Exeter							
2020 Preliminary Budget Summary							
Version #3: SB							
Last Update: December 30, 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%

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Planning & Building							
Planning	233,316	260,451	204,046	268,330	267,433	6,981	2.7%
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	711,711	21,250	3.1%
Public Safety							
Police	3,193,831	3,319,225	2,556,262	3,395,389	3,324,544	5,318	0.2%
Fire	3,604,030	3,768,283	2,930,496	3,871,651	3,851,911	83,628	2.2%
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	7,728,548	60,300	0.8%
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	2,110,977	45,512	2.2%
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	4,412,984	172,206	4.1%

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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%

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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	19,612,683	488,436	2.55%

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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							
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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%

		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	350,000	(\$75,000)
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	\$7,118,675	(\$495,297)

\$7,175,369 \$7,613,972 \$7,118,675

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	11,206,780	13.63	152,738		
TIER 2	5,835,670	17.04	99,415	7,444,920	17.04	126,829	4,263,530	17.04	72,632		
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>11,185,990</u>	<u>20.45</u>	<u>228,794</u>		
TOTAL	19,504,700		316,724	37,854,635		636,320	26,656,300		454,165	1,407,208	84,015,635
Service Charge			33,046			65,272			44,433	142,751	
Total Usage Revenues									5,556,013		
Total Service Charges									569,438		
Total Other									100,000		
State Aid Grant									<u>861,433</u>		
Total Sewer Fund									7,086,884		
Total Preliminary FY20 Budget (Expense)									7,688,131		
Revenue Surplus/(Deficit)									(601,248)		
Total Preliminary FY20 Budget (Expense)									7,688,131		



EXETER POLICE DEPARTMENT



To: Town Manager Russell Dean

From: Chief Stephan Poulin

Ref: 2020 Police Budget Amendment

Date: 12/12/19

Dear Mr. Dean,

The sudden and unforeseen resignation of Attorney Mandi Werner has required us to ask for a termination of the Prosecutor Services Contract entered September of 2019 with the Rockingham County Attorney's Office. They do not currently have the adequate staffing to supply us with the stipulated services. The contract amount was budgeted into FY 2020 at the amount of \$90,462.16. County Commissioners are anticipated to meet on the status of the contract on 12/7/19.

We are confident that we can fulfill most of the duties of the Prosecutor's position with the implementation of a Police Detective Prosecutor. This will be a sworn officer/detective who will receive both the Basic and Advanced certifications of Police Prosecutor training available from the NH Police Standards and Training Council. The individual will be responsible for District Court level offense only (Violations and Misdemeanors). The added increase in both duties and responsibilities would suffice to support a pay stipend, in which we would use the current Sergeant pay scale as it seems adequate.

For the more complex District Court cases we would like to be able to draw from the help of a qualified Attorney to work alongside our Police Prosecutor. To do this, we would request a portion of the budgeted amount to remain in the Prosecutor line for 2020 to be used as Per Diem pay. Of course, it is difficult to speculate how often this would occur, but an amount of \$45,231 seems sufficient.

			\$ Change	% Change
2020 BRC GF OP Budget	19,666,768			
IT- Health Insurance	2,776	Change in medical plan		
IT- Dental Insurance	570	Change in dental plan		
IT- Due from Water Fund	(273)	5% offset from above change		
IT- Due from Sewer Fund	(273)	5% offset from above change		
TX- Health Insurance	463	Change in medical plan		
TX- Due from Water Fund	(116)	25% offset from above change		
TX- Due from Sewer Fund	(116)	25% offset from above change		
AS- Health Insurance	(930)	Change in medical plan		
PL- Wages	(755)	Wage Adjustment		
PL- FICA	(47)	Wage Adjustment		
PL- Medicare	(11)	Wage Adjustment		
PL- Retirement Town	(84)	Wage Adjustment		
Police Wages	5,215	Detective pay for prosecutorial services		
Police Medicare	76	Detective pay for prosecutorial services		
Police Retirement	1,483	Detective pay for prosecutorial services		
Police Prosecutor Service	(45,463)	Per diem prosecutorial services		
Police Health Insurance	(29,948)	Change in medical plans		
Police Dental Insurance	(2,206)	Change in dental plans		
Police Grant Matching	(1)	Removed from budget		
Fire Health Insurance	(19,233)	Change in medical plans		
Fire Dental Insurance	(507)	Change in dental plans		
PWA- Health Insurance	(2,185)	Change in medical plans		
PWA- Due from Water Fund	437	20% offset from above change		
PWA- Due from Sewer Fund	437	20% offset from above change		
PG- Sal/Wages FT	(10,015)	Change due to retirement		
PG- Longevity Pay	(850)	Change due to retirement		
		Change in medical plans (from buyout to family plan)		
PG- Health Insurance	25,824	Change due to retirement		
PG- FICA	(674)	Change due to retirement		
PG- Medicare	(158)	Change due to retirement		
PG- Retirement Town	(1,214)	Change due to retirement		
PR- Health Insurance	(1,258)	Change in medical plan		
GF- BAN Interest	27,000	Library BAN extension		
GG- Insurance Buyout	(2,050)	Retirement, new employee		
2020 SB GF OP Budget	19,612,683		(54,085)	-0.28%

GF WAR/Borrowing differences:

Westside Drive Design/Engineering	(100,000)	Moved to Sewer Fund		
Recreation Park Renovation	(12,704,600)			

2020 BRC WF OP Budget 3,567,264

WA- Sal/Wages PT	541	HR PT hours to 29/wk		
WA- Health Insurance	(663)	Change in medical plans		
WA- Dental Insurance	34	IT allocation change		
WA - Health Insurance Buyout	632	Update DPW Admin buyout allocation		
WA- FICA	34	HR PT hours to 29/wk		
WA- Medicare	8	HR PT hours to 29/wk		
WB- Health Insurance	116	Tax allocation change		
WD- Health Insurance	(8,129)	Change in medical plan of new employee		
WD- Dental Insurance	(678)	Change in medical plan of new employee		
CO- Capital Outlay - Leases	(5,561)	Hook Lift Truck		
2020 SB WF OP Budget	3,553,598		(13,667)	-0.38%

WF WAR/Borrowing differences: None

2020 BRC SF OP Budget 7,701,799

SA- Sal/Wages PT	541	HR PT hours to 29/wk		
SA- Health Insurance	(663)	Change in medical plans		
SA- Dental Insurance	34	IT allocation change		
SA- Health Insurance Buyout	632	Update DPW Admin buyout allocation		
SA- FICA	34	HR PT hours to 29/wk		
SA- Medicare	8	HR PT hours to 29/wk		
SB- Health Insurance	116	Tax allocation change		
SC-Health Insurance	(8,129)	Change in medical plan of new employee		
SC- Dental Insurance	(678)	Change in medical plan of new employee		
CO- Capital Outlay - Leases	(5,561)	Hook Lift Truck		
CO- Capital Outlay - Land Acquisition/Purchase	(1)	Removed from budget		
2020 SB SF OP Budget	7,688,131		(13,668)	-0.18%

SF WAR/Borrowing differences:

Westside Drive Design/Engineering	50,000	From GF		
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General Fund - Existing and Proposed Debt Service 2019-2030

DRAFT Updated: 12/27/2019

Table with columns: Project, Authorized, Issued, 1st Pmt, Years, Int. Rate, Funding Source, Original Amt, FY19, FY20, FY21, FY22, FY23, FY24, FY25, FY26, FY27, FY28, FY29, FY30, Last Pmt. Includes projects like Norris Brook Culvert Replacements, Great Dam Design/Engineering, etc.

Total General Fund Existing 14,718,693 1,045,774 1,055,139 1,389,462 1,306,614 1,260,199 1,154,040 909,481 762,726 738,941 603,773 585,401 462,343

Table with columns: Existing Debt - Tax Rate/1,000, Bond = New Hampshire Bond Bank. Values range from 0.48 to 0.59 for tax rates.

GENERAL FUND (CIP Proposed Debt Service)

Table with columns: Project, Proposed, Issued, 1st Pmt, Years, Int. Rate, Funding Source, Original Amt, FY19, FY20, FY21, FY22, FY23, FY24, FY25, FY26, FY27, FY28, FY29, FY30. Includes projects like Recreation Park Comm Ctr/Redevelopment, Fire Substation Design, etc.

Summary table with columns: Existing Debt Service, Programmed Debt Serv, Total Debt Service, Additional Dollar Cost (275K home), Total Debt Service Cost (Approved and Projected) \$275K home. Values include 1,045,774, 1,055,139, 2,865,202, etc.

Sewer Fund - Existing and Proposed Debt Service, 2019-2030

DRAFT																				Updated:	12/27/2019
SEWER FUND (Existing Debt Service)																					
Description	Authorized	Issued	1st Pmt	Years	Int. Rate	Funding Source	Original Amt	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	Last Pmt	
WWTF Plan	2012	2012	2013	7	3.19%	Bond	362,900	51,375	PAID											FY19	
Jady Hill Area Phase I Sewer Lines	2010	2011	2012	10	2.29%	Bond	1,050,000	110,583	107,538	102,743	PAID									FY21	
Jady Hill Area Improvements Phase 2	2012	2012	2013	20	3.19%	Bond	2,577,000	194,725	191,150	185,950	180,750	175,550	170,350	165,150	161,250	154,750	145,688	141,781	137,719	FY32	
Portsmouth Avenue Sewer	2013	2013	2014	10	2.54%	Bond	940,000	105,272	96,795	92,529	88,263	83,998	PAID							FY23	
Lincoln/Winter/Daniel Street Sewer Lines	2014	2014	2015	10	3.00%	Bond	200,000	25,100	24,080	18,060	17,295	16,530	15,765	PAID						FY24	
WWTF	2016	NA	2019	20	2.55%	SRF	53,155,349	301,030	4,307,163	3,626,484	3,573,154	3,519,823	3,466,492	3,413,162	3,359,831	3,306,500	3,253,170	3,199,839	3,146,508	FY38	
Lincoln Street Phase 2	2017	2018	2018	15	2.34%	Bond	932,000	89,089	86,375	83,660	80,946	78,232	75,518	72,804	70,090	67,375	64,661	61,947	59,765	FY32	
Salem Street Utilities Design	2019	NA	2020	5	2.11%	Bond	325,000		35,894	32,003	30,637	27,041	25,790	PAID						FY24	
Total Sewer Fund Existing							59,883,628	877,174	4,848,995	4,141,430	3,971,045	3,901,174	3,753,915	3,651,115	3,591,171	3,528,626	3,463,519	3,403,567	3,343,993		
							YOY	207,942	3,971,821	(707,565)	(170,385)										
SEWER FUND (CIP Proposed Debt Service)																					
Description	Proposed	Issued	1st Pmt	Years	Int. Rate	Funding Source	Original Amt	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	Last Pmt	
Squamscott River Sewer Siphons (Note 1)	2020	NA	2021	10	2.54%	SRF	1,600,000	-	-	200,640	196,576	192,512	188,448	184,384	180,320	176,256	172,192	168,128	164,064	FY30	
Webster Pump Station Rehabilitation	2021	NA	2022	10	2.54%	Bond	2,200,000				275,880	270,292	264,704	259,116	253,528	247,940	242,352	236,764	231,176	FY31	
School Street Utilities Construction - SF	2021	NA	2022	10	2.57%	Bond	963,150				132,030	129,331	126,632	123,932	121,233	118,533	115,834	113,134	110,435	FY31	
Salem Street Utilities Construction - SF	2021	NA	2022	15	2.93%	Bond	1,640,000				157,385	154,182	150,978	147,775	144,571	141,368	138,165	134,961	131,758	FY36	
Court Street Lift Station Upgrades	2023	NA	2024	10	2.54%	Bond	1,800,000						225,720	221,148	216,576	212,004	207,432	202,860	198,288	FY33	
Westside Drive Construction	2022	NA	2022								TBD	TBD									
Total Sewer Fund Proposed							8,203,150	-	-	200,640	761,871	746,317	956,482	936,355	916,228	896,101	875,975	855,847	835,721		
								877,174	4,848,995	4,141,430	3,971,045	3,901,174	3,753,915	3,651,115	3,591,171	3,528,626	3,463,519	3,403,567	3,343,993		
								-	-	200,640	761,871	746,317	956,482	936,355	916,228	896,101	875,975	855,847	835,721		
								877,174	4,848,995	4,342,070	4,732,916	4,647,491	4,710,397	4,587,470	4,507,399	4,424,727	4,339,494	4,259,414	4,179,714		

Note 1: Amortization does not include anticipated 10% NHDES principal forgiveness

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 - 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 – 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 – Choose Town Officers

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

Article – 2020 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,XXX,XXX. 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) _____ by the Select Board _____.

Article – 2020 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) _____ by the Select Board _____.

Article – 2020 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) _____ 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

Second DRAFT 1/6/20

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

Molly Cowan, Vice Chair

Niko Papakonstantis, Clerk

Julie D. Gilman

Anne L. Surman

DRAFT

Legal Notice
NOTICE OF PUBLIC HEARING
TOWN OF EXETER 2020 OPERATING BUDGET

The Exeter Select Board hereby gives notice of a public hearing on the Town of Exeter Fiscal Year 2020 operating budget and all financial and other warrant articles on Tuesday, January 21st, 2020, at 7:00 p.m., Exeter Town Offices, 10 Front Street. This hearing is held pursuant to RSA 32:5 and RSA 40:13.

Dated: January 3rd, 2020

Exeter Select Board
Kathy Corson, Chair

Legal Notice
NOTICE OF PUBLIC HEARING
TOWN OF EXETER 2020 BONDS

The Exeter Select Board hereby gives notice of a public hearing pursuant to RSA 33:8-a on the following projects requiring bonds and notes as part of the fiscal year 2020 town budget:

1. Recreation Park Redevelopment Project, \$12,700,000
2. Squamscott River Sewer Siphons Project, \$1,600,000
3. Westside Drive Design/Engineering, \$100,000

The public hearing will be held on Tuesday, January 21st, 2020 commencing at 7:00 p.m. at the Town Offices, 10 Front Street, Exeter.

Dated: January 3rd, 2020

Exeter Select Board
Kathy Corson, Chair

Tax Abatements, Veterans Credits & Exemptions

List for Select Board meeting January 6, 2020

Veteran's Credit

<u>Map/Lot/Unit</u>	<u>Location</u>	<u>Amount</u>
88/1/8	4 Nathaniel Way	500.00
88/1/8	4 Nathaniel Way	2000.00 100% disable

Prorated Abatement

<u>Map/Lot/Unit</u>	<u>Location</u>	<u>Amount</u>
63/150	79 Park Street	2513.00 fire damage

Intent to Cut

<u>Map/Lot/Unit</u>	<u>Location</u>
107/8	Drinkwater Road

Permits And Approvals

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager
RE: Banwell Architects Scope/Fee Amendment
DATE: January 3rd, 2020

Banwell architects was commissioned to do additional work on the Recreation Park Building project during the design development phase in November and December of 2019. This contract amendment is for work completed during that phase. This is not a change of scope to the project.

Suggested Motion

Move the Board authorize the amendment of \$6,400 for design services related to the Recreation Park building design, pursuant to Article 7 of the 2019 Town Meeting.

E-0611-006

December 29, 2019

Mr. Greg Bisson
Park & Recreation Director
Town of Exeter
32 Court Street
Exeter, NH 03833

Re: Amendment #3 for Professional Engineering Services
Exeter Recreation Park, Exeter, New Hampshire

Dear Greg:

As requested, please find our Contract Amendment #3 for additional architectural design services at Recreation Park in Exeter, NH. This Amendment is for additional services to our previously approved original contract dated June 17, 2019.

Additional Work Scope and Fees

Additional Schematic Architectural Design – Community Center Building

Under this phase, Tighe & Bond will subcontract for additional architectural services in support of the project.

TASK I: Banwell Architects will develop additional floor plans and renderings based on owner requested modifications to the building program. Banwell Architects will revise building plans, elevations and renderings based on value engineering discussions with the Town and the 3rd party estimator.

TASK II: Banwell Architects will attend up to two (2) additional meetings/presentations with various town boards, committees and/or the public to answer questions that arise during the review and approval of the project.

This proposed scope of services does not include:

1. Meetings beyond those described above.
2. Assistance with or participation in any litigation or preparation therefore.

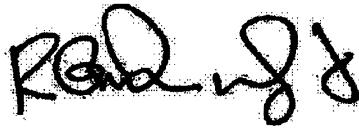
We estimate a not to exceed budget of \$6,400, plus reimbursable expenses to perform these additional services.

Work under Contract Amendment #3 will be performed and invoiced per the Terms & Conditions of our original contract with the Town of Exeter.

Receipt of this signed Amendment will act as our authorization to proceed with these additional services.

If you have any questions or need additional information, please feel free to contact me

TIGHE & BOND, INC.



R. Gordon Leedy, Jr., AICP



Bradlee Mezquita, P.E.

ACCEPTANCE: On behalf of the Town of Exeter, the scope, fee and terms of this amendment are hereby accepted.

Authorized Representative

Date



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

December 31, 2019

Donna Leroy
P.O. Box 416
Exeter, NH 03833

Dear Donna:

Please process a disbursement in the amount of \$ 25,914.78 payable to the Town of Exeter from the Swasey Parkway Maintenance Fund, Sub Account #111. This amount reimburses the Town for maintenance expenses paid by the Town on behalf of Swasey Parkway during 2019 in excess of the budget. I have enclosed a year-to-date budget as of 12/31/19.

Please let me know, if you have any questions. Thank you.

Sincerely,

Kathy Corson
Exeter Select Board Chair

Town of Exeter
Swasey Parkway Expenditure Report
For the Year Ended December 31, 2019

ORG	OBJ	ACCOUNT DESCRIPTION	BUDGET	YTD EXPENDED	(OVER)/UNDER BUDGET
01458908	51200	Swasey Pkwy Salaries/Wages PT	-	435.00	(435.00)
01458908	52200	Swasey Pkwy -FICA	-	23.26	(23.26)
01458908	52210	Swasey Pkwy-Medicare	-	5.44	(5.44)
01458908	55092	Swasey Pkwy- Electricity	950.00	1,455.54	(505.54)
01458908	55295	Swasey Pkwy Maintenance	10,000.00	34,945.54	(24,945.54)
		Expense Total	10,950.00	36,864.78	(25,914.78)

ORG	OBJECT	DESCRIPTION	YEAR	PER SRC	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
01458908	55295	Swasey Pkwy Maintenance	2019	2 API	3,625.00	PISCATAQUA LANDSCAPING & TREE SERVICES, LLC	TREE WORK
01458908	55295	Swasey Pkwy Maintenance	2019	4 API	6,375.00	PISCATAQUA LANDSCAPING & TREE SERVICES, LLC	PRUNE & GRIND
01458908	55295	Swasey Pkwy Maintenance	2019	5 GEN	(10,000.00)	Piscataqua Landscaping Inv	2018 Prepaid
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	960.00	Bio Spray	Grub Control
01458908	55295	Swasey Pkwy Maintenance	2019	5 API	64.47	BLOW BROS INC	PORTABLE UNIT
01458908	55295	Swasey Pkwy Maintenance	2019	7 API	95.00	BLOW BROS INC	Portable Unit
01458908	55295	Swasey Pkwy Maintenance	2019	7 API	95.00	BLOW BROS INC	Portable Unit
01458908	55295	Swasey Pkwy Maintenance	2019	8 API	95.00	BLOW BROS INC	Portable Unit
01458908	55295	Swasey Pkwy Maintenance	2019	8 API	96.42	BLOW BROS INC	Portable Unit
01458908	55295	Swasey Pkwy Maintenance	2019	9 API	95.00	BLOW BROS INC	Portable Unit
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	95.00	BLOW BROS INC	Swasey Parkway
01458908	55295	Swasey Pkwy Maintenance	2019	11 API	95.00	BLOW BROS INC	Portable Unit
01458908	55295	Swasey Pkwy Maintenance	2019	12 API	33.92	BLOW BROS INC	Swasey Parkway Maint
01458908	55295	Swasey Pkwy Maintenance	2019	8 API	270.00	CONTROLLED IRRIGATION	Maintenance
01458908	55295	Swasey Pkwy Maintenance	2019	12 API	195.00	CONTROLLED IRRIGATION	Winterize Lawn Sprinkler System
01458908	55295	Swasey Pkwy Maintenance	2019	7 API	2,150.00	Gary R Morrisette	Mason Work
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	3,090.00	Hillside Landscaping	Swasey Parkway Maint
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	600.00	Jeff Eaton	Swasey Park Maint
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	2,500.00	Lang Construction & Renovation	Block Building
01458908	55295	Swasey Pkwy Maintenance	2019	12 API	5,010.64	Lang Construction & Renovation	Block Building
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	48.00	Mark W. Damsell	Swasey Park Maint
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	2,380.00	PISCATAQUA LANDSCAPING & TREE SERVICES, LLC	Tree Work
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	625.00	PISCATAQUA LANDSCAPING & TREE SERVICES, LLC	Grind 2 Maple Stumps
01458908	55295	Swasey Pkwy Maintenance	2019	11 API	3,082.00	River Bear Organics	Pruning
01458908	55295	Swasey Pkwy Maintenance	2019	4 API	32.18	SEACOAST MEDIA GROUP	MOWING BIDS
01458908	55295	Swasey Pkwy Maintenance	2019	8 API	68.00	SEACOAST MEDIA GROUP	Public Notice - Swasey Pk
01458908	55295	Swasey Pkwy Maintenance	2019	12	187.33	TOWN OF EXETER W/S	Quarterly Water / Sewer
01458908	55295	Swasey Pkwy Maintenance	2019	7 API	77.36	TOWN OF EXETER W/S	Quarterly Water / Sewer
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	46.27	TOWN OF EXETER W/S	Quarterly W/S
					22,086.59		
01458908	55295	Swasey Pkwy Maintenance	2019	6 API	2,250.00	Kyle E. Taylor Enterprise, LLC.	Swasey Parkway Maintenance
01458908	55295	Swasey Pkwy Maintenance	2019	7 API	1,608.95	Kyle E. Taylor Enterprise, LLC.	Swasey Park Lawn care
01458908	55295	Swasey Pkwy Maintenance	2019	7 API	1,800.00	Kyle E. Taylor Enterprise, LLC.	Monthly Lawn Care
01458908	55295	Swasey Pkwy Maintenance	2019	8 API	2,250.00	Kyle E. Taylor Enterprise, LLC.	Swasey Maint
01458908	55295	Swasey Pkwy Maintenance	2019	9 API	1,800.00	Kyle E. Taylor Enterprise, LLC.	Swasey Park Maint
01458908	55295	Swasey Pkwy Maintenance	2019	10 API	1,350.00	Kyle E. Taylor Enterprise, LLC.	Swasey Park Maint
01458908	55295	Swasey Pkwy Maintenance	2019	11 API	1,800.00	Kyle E. Taylor Enterprise, LLC.	Monthly Lawn mowing
					12,858.95		
					34,945.54		

Town of Exeter

Swasey Parkway Permitting Fees

For the Year Ended December 31, 2019

ORG	OBJECT	DESCRIPTION	YEAR	PER	JOURNAL	AMOUNT	COMMENTS
01340100	44401	Swasey Permit Fees	2019	4	171	325.00	Swasey permit- Wedding
01340100	44401	Swasey Permit Fees	2019	7	218	750.00	Swag, St Michael Parish, J. Lapointe
01340100	44401	Swasey Permit Fees	2019	8	133	1,200.00	Seacoast Growers Association
01340100	44401	Swasey Permit Fees	2019	10	159	550.00	Permitting
01340100	44401	Swasey Permit Fees	2019	12	212	<u>2,000.00</u>	Powder Keg donation
						4,825.00	

Town will send this to Donna Leroy for deposit into Swasey Parkway Exp Tr Fd Sub Acct #112

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager
RE: Snow/Ice Deficit
DATE: January 3rd, 2020

The Finance Director reported to our office on 12/27/19 the Public Works snow and ice budget was in deficit by \$86,000. This did not include storms that occurred after that date (of which we had two different events). Therefore we'd request the Board authorize a withdrawal from the snow/ice deficit capital reserve fund of up to \$100,000 to fund the final FY19 deficit when calculated. By using the up to number, this will be the maximum request and if the deficit ends up less we will ask for less to make the budget whole.

Suggested Motion

Move the Board request withdrawal of up to \$100,000 from the snow/ice deficit capital reserve fund to offset the FY19 snow/ice budget deficit.

Correspondence



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

TO: EXETER SELECT BOARD AND TOWN MANAGER
FROM: DOREEN CHESTER, FINANCE DIRECTOR
SUBJECT: IRS MILEAGE RATE CHANGE NOTIFICATION
DATE: JANUARY 6, 2020

On Jan. 1, 2020, the IRS standard mileage rate changed to 58 cents per mile for business miles driven. This rate is for the use of a car, vans, pickups or panel trucks. The IRS standard mileage rate for business is based upon an annual study of the fixed and variable costs of operating an automobile.

The IRS standard mileage rate was adopted for automatic approval by the Select Board on March 12, 2018. All town employees will be notified of the change to 58 cents per mile starting on January 1, 2020.



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

REQUEST FOR MORE INFORMATION

Town Manager's Office

December 17, 2019

DEC 23 2019

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

Received

RE: Alteration of Terrain Permit Application #191030-199
Tax Map 69, Lot 4 – Exeter

Dear Mr. Dean:

The Department of Environmental Services (DES) is in receipt of an application and supporting plans and information, for an Alteration of Terrain Permit for the above referenced project. As part of the processing of this application, DES waived specific requirements of Env-Wq 1507.04 relative to groundwater recharge, and Env-Wq 1508.06(a(1) relative to an infiltration feasibility study. Granting these waivers will not have an adverse impact on the environment, public health, public safety, or abutting properties, and granting the request is consistent with the intent and purpose of the rules waived. Additional documentation relative to the waiver is contained within the file. After review of the information submitted, the following items need to be addressed in order for DES to make a **final determination** on the application for a permit:

1. The project is located within an area classified as Class A Surface Waters RSA485A9 (the watershed of Dearborn Brook and its tributaries). Review the requirements of Env-Wq 1503.11(i). We did not review the design of the bioretention systems as they do not provide high removal rates for both phosphorus and nitrogen. A gravel wetland is recommended as it is one of the only BMPs that could show no increase in nitrogen and phosphorus.
2. FES 2 outlets at approximately the same elevation as the base of the forebay. It's not clear that the piping system can discharge during high flows. For instance, the forebay has a maximum storage depth of 3 feet during the 10-year flow. We recommend including the drainage system in the analysis. If this was evaluated under a different application, please submit the analysis.
3. After any necessary revisions to the HydroCAD analysis to respond to the above, submit a revised summary table of the 2-year, 10-year and 50-year pre- and post-development flows, as well as the 2-year pre- and post-development runoff volumes or 1-year flow (pre) as necessary to show compliance with the requirements of Env-Wq 1507.059(b). Also, include a revision date on the HydroCAD analysis, such as in the file name or in the Project Notes screen.
4. Flows are high from the detention pond. A level spreader is recommended to disperse flows, especially due to the close proximity of Route 101. The level spreader should be aligned perpendicular to the contours.
5. Show the location of temporary construction exits.
6. Provide a detail for erosion control blankets.

www.des.nh.gov

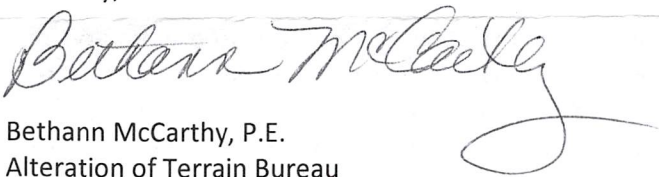
29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
(603) 271-3503 • TDD Access: Relay NH 1-800-735-2964

7. A note must be provided on the plans indicating the date the wetland delineation was performed. Also, please be aware that wetlands delineations older than 5 years will need to be revisited to ensure their accurate representation.
8. Long-Term Maintenance (Pursuant to Env-Wq 1507.08):
 - a. remove inspection requirements for underground detention basin, add/remove other BMPs as necessary in response to above comments.
 - b. Include a plan clearly showing the locations of all the stormwater practices described in the I&M manual (8.5" x 11" or 11" x 17" sheet is recommended).
9. The total area of disturbance exceeds 5 acres. Include a plan sheet that shows the construction will be phased and clearly indicate that each area must be stabilized before advancing to a successive phase. (Env-Wq 1505.03 and Env-Wq 1504.06(!)).
10. Please add the following notes to your plans:
 - Erosion control practices are to be inspected weekly and after 0.5" of rainfall.
11. Pursuant to Env-Wq 1503.15(b), changes to the revised plans are to be called out and a revision date must be added to each page that has been changed. Graphical revision call-outs should be included on the plans. If any changes to the plans or the hydrologic/hydraulic analysis were made other than those identified above, please indicate what additional changes were made in your response letter.

In addition, please be prepared to submit a CD within one week after the permit approval. The CD needs to contain all of the information submitted to the department for a permit approval, including the application, the approved plans, etc; all in PDF format. A hard copy of the *revised* plan sheets and drainage report are still needed for approval.

Please be aware that pursuant to RSA 485-A:17, **all of the information requested above must be provided in a single and complete response within the next 120 days, by April 15, 2020, or your application will be denied.** Please include the file number on your response to this request, as well as a narration of the changes from the current application. If you have any questions, please call me at (603) 271-3568 or email at: bethann.mccarthy@des.nh.gov.

Sincerely,



Bethann McCarthy, P.E.
Alteration of Terrain Bureau

cc: Exeter Planning Board
Bradlee Mezquita, Tighe & Bond (via email)

DEC 23 2019

Received

December 18, 2019

Russell Dean
Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Russell,

Thank you for your municipal funds grant of \$1,750.00 to support one-to-one mentoring in the Granite State.

This gift provides professionally supported **mentoring** to youth between the ages of 6 and 18 - BBBSNH has been doing it for over 52 years! You know many of the children in our program live in poverty, are bullied in school, have an incarcerated parent, a parent or family member battling drug addiction or in recovery, or even a parent deployed in the military. All of them need a mentor, a friend, to help guide them on their path and to ignite their potential.

***Our brand has adapted.
Our vision and mission stay the course...***

OUR VISION

All youth achieve their full potential.

OUR MISSION

Create and support one-to-one mentoring relationships that ignite the power and promise of youth.

Our Littles and their families thank you, too!

This June Kaleb graduated from high school and Cody, being the awesome and supporting big brother that he is, attended Kaleb's graduation ceremony. To honor this awesome match and as a tremendous testimony of the work that BBBS does...[it is] with sincere and genuine gratitude for the work you and the BBBS organization does each and every day to change the lives of boys and girls, I salute you and extend a heartfelt THANK YOU! Best, Jennie (mom to Kaleb)

With gratitude,

Nicole McShane
Nicole McShane
Vice President of Philanthropy

Thank you for your continued support. With your support, we are able to serve more children in need of a Mentor.

For your records, our Federal Tax ID number is 02-0348477. No goods and services were provided in exchange for this donation.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION
November 25, 2019



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

Russell J. Dean
Exeter Town Manager
10 Front Street
Exeter NH 03833

RE: COPY OF INTERIM INSPECTION REPORT OF MUNICIPALLY OWNED BRIDGE AND NHDOT'S
RECOMMENDED BRIDGE POSTINGS FOR WEIGHT, HEIGHT, WIDTH, AND/OR CLOSURE
TOWN OF EXETER

Dear Mr. Dean:

Enclosed is a copy of an interim bridge inspection report for one municipally owned bridge in the Town of
Exeter which has been made to update our annual submission to the Federal Government.

In addition, NHDOT'S recommended bridge postings for weight, height, width, and/or closure are noted
below. Please note that Red List bridges are in bold type.

Table with 3 columns: Bridge #, Location, NHDOT Recommended Posting. Row 1: 095/063, NH108, Court Street over Little River, No Posting Recommended

Please note if there are any changes in the recommended weight postings, width postings, height
postings, closure postings, or lack of postings for your bridge. Even though a bridge may be recommended for a
weight, height, width or closure posting by the State, the decision to properly post or close the structure is the
responsibility of the municipal officials. It is in the best interest of the municipality to post or sign your bridges in
accordance with these recommendations. A failure to warn motorists of potential bridge hazards could result in
tort liability claims. Also, if your bridges are not posted properly, it will result in forfeiture of any possible Federal
highway funds for projects in your municipality.

Our bridge inspectors have indicated that the bridge listed above is in compliance with DOT's closure
posting recommendation; therefore no posting or closure action needs to be taken by the Town. Please call if
there are any questions.

Sincerely,

C.R. Willeke (handwritten signature)

C. R. Willeke, P.E.
Municipal Highways Engineer
Bureau of Planning and Community Assistance
Tel.: (603) 271-6472 / Fax: (603) 271-8093

CRW
Enclosures

cc: Exeter Public Works Director
Commissioner, Department of Education

S:\Planning\Community Assistance\1-Municipalities\Exeter\Bridge Insp\Interim 095-063 11-25-19.doc

Town Manager's Office

DEC 3 1 2019

Received

Bridge Inspection Report

NBI Structure Number: 008200950006300

Exeter 095/063

Date of Inspection: 08/30/2018

NH108,COURT ST

Date Report Sent: 02/26/2019

over

Owner: Municipality

LITTLE RIVER

Bridge Inspection Group: C-Team

Bridge Maintenance Crew: OTHER

Recommended Postings:

Weight: **No Posting Required**

Weight Sign OK

Width: **Not Required**

Width Sign OK

Primary Height Sign Recommendation: *None*

Clearances: Over: 99.99

Height Sign OK

Optional Centerline Height Sign Rec: *None*

(Feet) Under: 0.00

Route: 99.99

Condition:

Red List Status: Not on the Redlist

Deck: 9 Excellent

Superstructure: 9 Excellent

Substructure: 9 Excellent

Culvert: N N/A (NBI)

Sufficiency Rating: 97 %

Bridge Rail: Meets Standards

Rail Transition: Meets Standards

Bridge Approach Rail: Meets Standards

Approach Rail Ends: Meets Standards

Structure Type and Materials:

Number of Main Spans: 1

Number of Approach Spans: 0

Main Span Material and Design Type

Prestressed Concrete/Multiple Box Beam

NH Bridge Type: PBB (Prestressed Butted Boxes)

Deck Type: Concrete-Cast-in-Place

Wearing Surface: Bituminous

Membrane: Preformed Fabric

Deck Protection: Epoxy Coated Reinforcing

Curb Reveal: 7 in

Plan Location: PDF ON FILE

Total Bridge Length: 60.0 ft

Right Curb/Sidewalk Width: 5.5 ft

Total Bridge Width: 42.7 ft

Median: No median

Bridge Skew: 0.00 °

Year Built/Rebuilt: 2018

Bridge Dimensions:

Length Maximum Span: 57.0 ft

Left Curb/Sidewalk Width: 0.5 ft

Width Curb to Curb: 33.5 ft

Approach Roadway Width: 34.3 ft

(W/Shoulders)

Bridge Inspection Report

NBI Structure Number: 008200950006300

Exeter 095/063

Bridge Service:

Type of Service on Bridge: Highway and Pedestrian

Type of Service Under: Waterway

Lanes on Bridge: 2

Lanes Under: 0

AADT: 5,415

Percent Trucks: 5%

Year of AADT: 2017

Future AADT: 8,014

Year of Future AADT: 2039

Federal or State Definition Bridge: Fed-Definition Bridge

National Highway System: Bridge does not carry NHS

Roadway Functional Class: Urban, Minor Arterial

New Hampshire Bridge Tier: 5

Eligibility for the National Register of Historic Places: Not eligible for NRHP

Traffic Direction: 2-way traffic

National Bridge Inventory (NBI) Appraisal Ratings:

Deck Geometry: 4 Tolerable

Underclearances: N Not applicable (NBI)

Approach Alignment: 8 Equal Desirable Crit

Structural Evaluation: 9 Above Desirable Crit

Channel/Channel Protection: 8 Protected

Waterway Adequacy: 6 Equal Minimum

Bridge Scour Critical Status: 8 Stable Above Footing

Riprap Condition: Good Condition

Debris Present: No Debris Present

Channel Notes:

Bridge Inspection Report

NBI Structure Number: 008200950006300

Exeter 095/063

Element Details (see disclaimer below)

No.	Description	Material Notes and Condition Notes:
12	Reinforced Concrete Deck	5" C.I.P. LEVELING SLAB OVER PRESTRESSED BOX BEAMS, BARRIER MEMBRANE BY TORCH AND 2.5" PAVEMENT. NEW CURBS & SIDEWALK. SOFFIT - NO DEFICIENCIES
L 510	Wearing Surfaces	NEW ASPHALT.
104	Prestressed Concrete Closed Web/Box Girder	11 - PRESTRESSED BUTTED BOX BEAMS, 3FT AND 4FT WIDE. OPEN UTILITY BAY UNDER SIDEWALK. NEW CONDITION.
215	Reinforced Concrete Abutment	INTEGRAL STUB ABUTMENTS ON STEEL H-PILES. NEW CONDITION.
301	Pourable Joint Seal	PLUG JOINTS BETWEEN WNE OF DECK AND APPROACH SLABS. NEW AT NORTH AND SOUTH DECK ENDS.
310	Elastomeric Bearing	9" SQUARE STEEL-REINFORCED ELASTOMERIC BEARINGS, 2 1/8" THICK. NEW CONDITION.
321	Reinforced Concrete Approach Slab	20' L x 33.25' W C.I.P. APPROACH SLABS WITH BOTTOM MAT OF EPOXY COATED REINFORCING ONLY.
330	Metal Bridge Railing	NEW T101. CHAIN LINK FENCE AT EAST (SIDEWALK SIDE).

Element States (see disclaimer below)

No.	Description	Quantity	Units	State 1	State 2	State 3	State 4
12	Reinforced Concrete Deck	2,550	sq.ft	100%	0%	0%	0%
L 510	Wearing Surfaces	---	---	100%	0%	0%	0%
104	Prestressed Concrete Closed Web/Box Girder	649	ft	100%	0%	0%	0%
215	Reinforced Concrete Abutment	138	ft	100%	0%	0%	0%
301	Pourable Joint Seal	67	ft	100%	0%	0%	0%
310	Elastomeric Bearing	44	each	100%	0%	0%	0%
321	Reinforced Concrete Approach Slab	1,330	sq.ft	100%	0%	0%	0%
330	Metal Bridge Railing	118	ft	100%	0%	0%	0%

Element Disclaimer: NHDOT is transitioning from CoRe elements to AASHTO elements. The AASHTO element data shown above is the product of the automated element migration routine from the AASHTOWare BrM software. This migrated data has undergone limited field verification. Adequate quality control of this element data is not expected to be achieved until the conclusion of the 2020 inspection season. Please utilize element data with caution.

Bridge Notes:

8/30/2018 - NEW BRIDGE REPLACES FORMER TRIPLE MP.

Inspection Notes: 08/30/2018

MAS - inspection comments -

DECK: ASPHALT - NEW CONDITION. CURB / SIDEWALK - NEW CONDITION. RAIL - NEW T-2 WITH CHAIN LINK FENCE AT EAST.

JOINTS - NEW ASPHALTIC PLUG TYPE AT DECK ENDS. SOFFIT - NEW CONDITION, NO DEFICIENCIES.

SUPERSTRUCTURE: PBB - NEW CONDITION. BEARINGS - NEW CONDITION.

SUBSTRUCTURE: NEW CONDITION.

PICTURES: C586- 66 thru 70.

Previous Inspection Notes: N/A

Approach and Roadway Notes:

ASPHALT - (9) NEW CONDITION.

W- BEAM RAIL - NEW CONDITION.

Unusual or experimental features:

Bridge Inspection Report

NBI Structure Number: 008200950006300

Exeter 095/063

Inspection History

Inspection Date	Inspector Initials	Inspection Type(s) Performed				Major Element Ratings				Red list	Posting
		NBI	Elem	FCM	U/W	Deck	Super	Sub	Culvert		
08/30/2018	MAS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9	9	9	N	<input type="checkbox"/>	No Posting Req'd

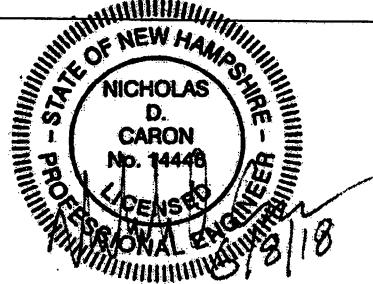
Inspection Frequency (mo.)			
NBI	Elem	FCM	U/W
24	24	N/A	N/A

BRIDGE CAPACITY SUMMARY

DESIGN LOAD: HL-93 DESIGN METHOD: LRFD
 RATING METHOD: LFR PLAN FILE: _____
 ROUTE: COURT STREET

TOWN: EXETER
 BRIDGE NUMBER: 095/063
 RATED BY: BP DATE: 2/21/2017
 CHECK BY: NDC DATE: 6/8/2018
 OVER: LITTLE RIVER

RATED MEMBER	LONGITUD. EFFECTIVE SPAN LENGTH	REQUIRED CAPACITY (HS Tons)			AVAILABLE CAPACITY (HS Tons)						
		CURRENT LEGAL LOADS	CERTIFIED VEHICLES		MULTIPLE LANES LOADED			SINGLE LANE LOADED			
			SINGLE UNIT	MULTIPLE UNIT	INVENTORY	OPERATING	POSTING	INVENTORY	OPERATING	POSTING	
Strength I - Flexure	57' - 0"										
B1 - 3 ft Exterior		HS 20.1	HS 24.5	HS 23.3	HS 51.7	HS 67.1	HS 63.3	HS 60.2	HS 78.1	HS 73.6	
B2 - 3 ft. Interior		HS 20.1	HS 24.5	HS 23.3	HS 52.4	HS 68.0	HS 64.1	HS 65.6	HS 85.0	HS 80.2	
B3 - 4 ft. Interior		HS 20.1	HS 24.5	HS 23.3	HS 36.5	HS 47.3	HS 44.6	HS 52.2	HS 67.7	HS 63.8	
B10 - 3 ft Exterior (Downstream)		HS 20.1	HS 24.5	HS 23.3	HS 41.9	HS 54.3	HS 51.2	HS 52.3	HS 67.8	HS 63.9	
Strength I - Shear	57' - 0"										
B1 - 3 ft Exterior		HS 19.9	HS 22.7	HS 23.8	HS 62.7	HS 81.3	HS 76.7	HS 48.1	HS 62.4	HS 58.8	
B2 - 3 ft. Interior		HS 19.9	HS 22.7	HS 23.8	HS 63.1	HS 81.8	HS 77.1	HS 56.8	HS 73.7	HS 69.5	
B3 - 4 ft. Interior		HS 19.9	HS 22.7	HS 23.8	HS 33.3	HS 43.2	HS 40.7	HS 33.2	HS 43.0	HS 40.6	
B10 - 3 ft Exterior (Downstream)		HS 19.9	HS 22.7	HS 23.8	HS 33.7	HS 43.7	HS 41.2	HS 36.2	HS 47.0	HS 44.3	
Service III - Tension	57' - 0"										
B1 - 3 ft Exterior					HS 53.8			HS 59.4			
B2 - 3 ft. Interior					HS 55.5			HS 66.0			
B3 - 4 ft. Interior					HS 36.6			HS 49.8			
B10 - 3 ft Exterior (Downstream)				HS 39.1			HS 36.2				
RECOMMENDED POSTING: <u>NO POSTING REQUIRED</u>					Rating Method (Op.) 63. <u>LFR</u>		English Tons 64. (Op.) <u>59.1</u> 77.4		Metric Tons <u>53.6</u>		
					(Inv.) 65. <u>LFR</u>		66. (Inv.) <u>45.6</u> 60.0		<u>41.4</u>		



EXETER 095/063
NH108,COURT ST over LITTLE RIVER

Owner: Municipality
Inspection Team: C

Thursday, August 30, 2018
SOUTH APPROACH.



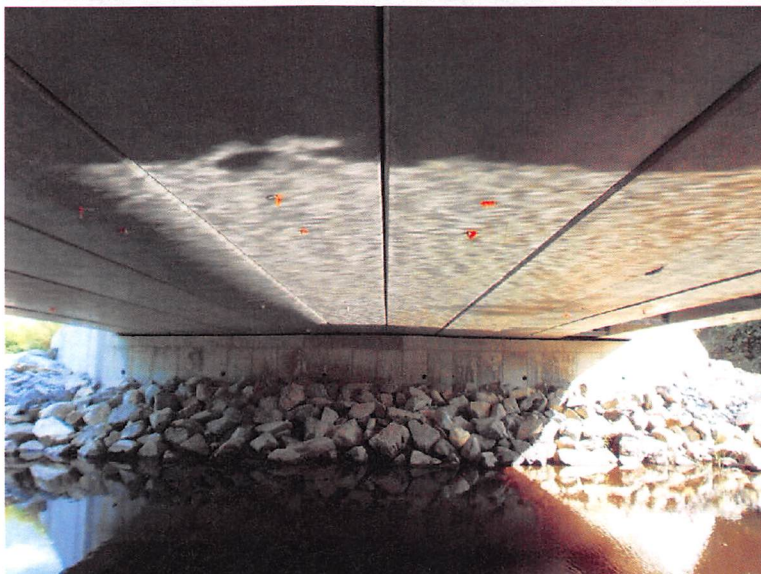
C586 66

Thursday, August 30, 2018
WEST ELEVATION.



C586 67

Thursday, August 30, 2018
SOFFIT AND NORTH
ABUTMENT.



C586 68

EXETER 095/063

NH108,COURT ST over LITTLE RIVER

Owner: Municipality
Inspection Team: C

Thursday, August 30, 2018

OPEN BAY WITH PIPE AT
EAST.



C586 69

Thursday, August 30, 2018

PLUG JOINT AT NORTH.



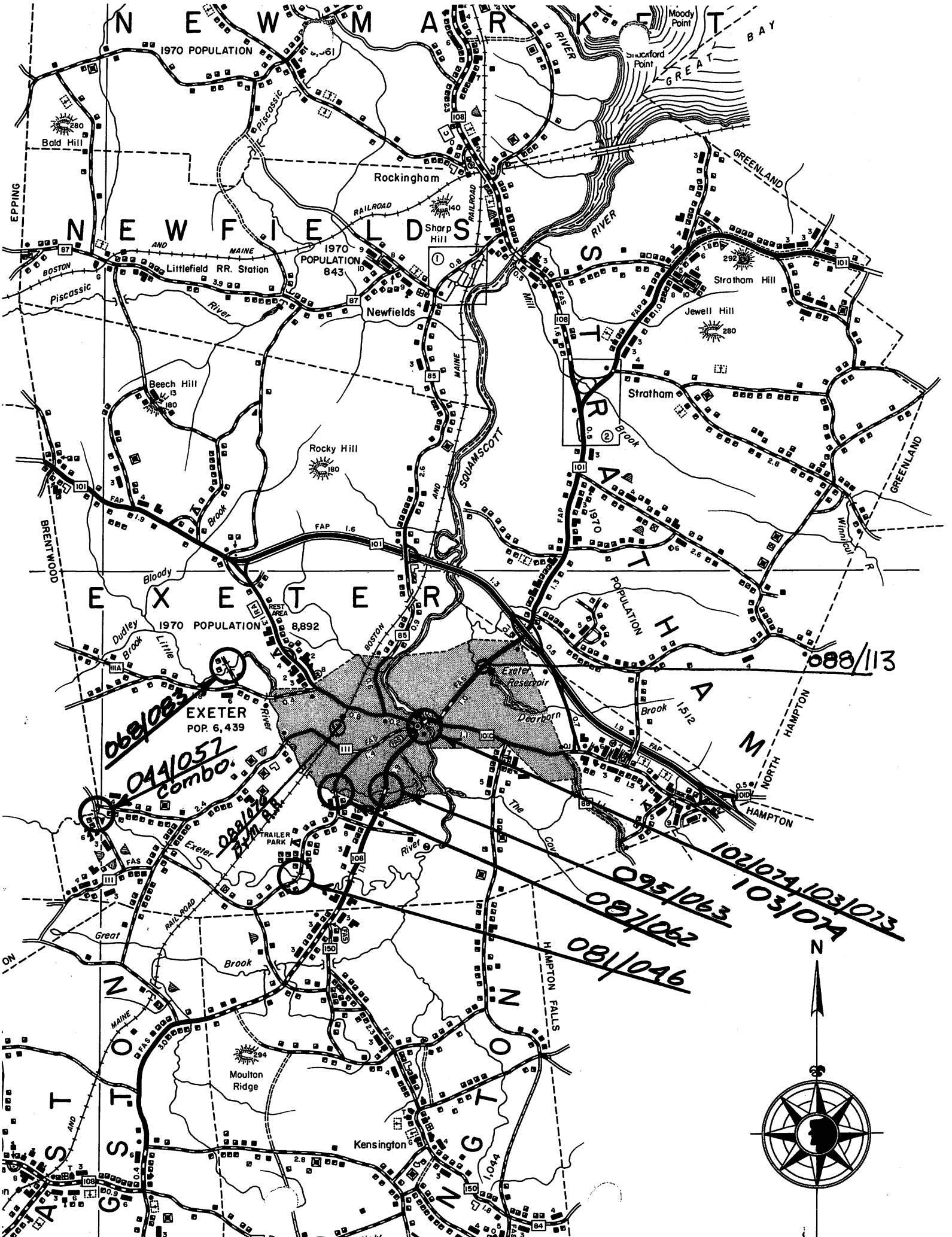
C586 70

EXETER MUNICIPAL BRIDGES

BRIDGE NUMBER	TYPE	NO. SPANS	ROAD INV.NO.	ROAD NAME	OVER	LENGTH (O-T-O)	RECOMMENDED POSTING
044/057	IB-W	1	69	CROSS ROAD	EXETER RIVER	53'-0"	E-2; NARROW BRIDGE
068/083	IB-W	1	67	GARRISON LANE	LITTLE RIVER	26'-8"	NO POSTING REQUIRED; NARROW BRIDGE
081/046	TB	1	71	LINDEN STREET	EXETER RIVER	59'-0"	E-2
081/113	CB	2		NH 108 (PORTSMOUTH AVE)	WHEELWRIGHT CREEK	17'-5"	NO POSTING REQUIRED
087/062	PBB	1	71	LINDEN STREET	LITTLE RIVER	51'-0"	NO POSTING REQUIRED
095/063	PBB	1	25	NH 108 (COURT ST.)	LITTLE RIVER	60'-0"	NO POSTING REQUIRED
102/074	CRF	1	218	STRING BRIDGE ST.	SQUAMSCOTT RIVER	58'-0"	E-2
103/073	PIB	1	25	NH 108 (HIGH ST.)	EXETER RIVER	65'-0"	NO POSTING REQUIRED
103/074	CRF	1	218	STRING BRIDGE ST.	SQUAMSCOTT RIVER	58'-0"	E-2

REMARKS: 044/057 – Co-owned between Exeter and Brentwood.
 087/062 – Replaced 2015.
 095/063 – Replaced in 2018.

REVISED/REVIEWED: 10/19



1970 POPULATION

1970 POPULATION 843

1970 POPULATION 8,892

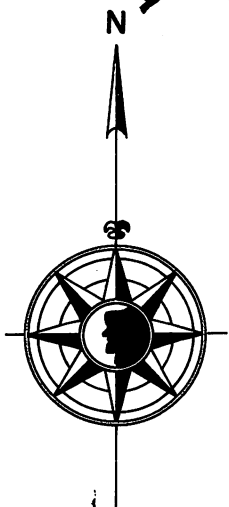
EXETER POP. 6,439

068/083
044/057
Combo.

089/078
R.V.M. R.R.

095/063
102/021
103/073
101/074
087/062

081/046





Russ Dean <rdean@exeternh.gov>

Susan Raycraft Exeter Resident

1 message

Susan Raycraft <sfraycraft@gmail.com>
To: Russ Dean <rdean@exeternh.gov>

Fri, Jan 3, 2020 at 1:45 PM

Dear Mr. Dean,

I am a resident of Exeter and live at the public housing apartments at 277 Water Street. Five of us sent letters to you/Selectboard in strong support of improving the Recreation Park to include a multigenerational building and expanding parking, etc. which was all studied and presented to the Selectboard.

Because it is very difficult for us seniors to be present at the upcoming Selectboard meeting next week, I am respectfully asking you to read all of our (5) letters at the meeting as if we were there in person. They were from Gail Grannan, Susan Raycraft, Pat Keller, Sally McRae and Betsy Baker. They might have been in the packets from previous meetings but have not been read aloud in support of the recreation department plan.

I thank you for your consideration of my request.

Sincerely,
Susan Raycraft
580-2561
sfraycraft@gmail.com



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

January 3, 2020

United States Environmental Protection Agency
Region I – New England
5 Post Office Square – Suite 100
Boston, MA 02109-3912
Attn: Joy Hilton, Water Technical Unit (Mail Code: OES04-3)

Re: Quarterly Progress Report for the Fourth Quarter of 2019; October 1, 2019 to December 31, 2019, per Administrative Order Docket # 010-024, Town of Exeter.

Dear Ms. Joy Hilton:

This report is for the fourth calendar quarter ending December 31, 2019. This report details efforts taken to reduce, and ultimately prevent, Combined Sewer Overflow (CSOs) and Sanitary Sewer Overflows (SSOs) in the Town of Exeter.

Combined Sewer Overflow (CSOs) this quarter: There were no CSO events to report this quarter.

Sanitary Sewer Overflows (SSOs) this quarter: There was one private SSO event to report this quarter from the Exeter River Landing Mobile Home Park. The Town reported it to NHDES, but we also requested that the Exeter River Landing MHP representatives write a letter or email to NHDES. The Town assisted them by forwarding the email to NHDES and EPA through Stephen Dalton.

Update for Main Sewer Pump Station Upgrade (Contract #3): Building construction is complete and have reached final completion.

Update for Sewer Force Main Installation (Contract #2): The water line has been pressure tested, and passed bacteria sampling. Conducted 2 monthly meetings. The road reconstruction and binder paving was constructed in quarter 4. The final wearing course of pavement will be placed next spring.

The following Planning and Operation & Maintenance activities were undertaken during this fourth quarter 2019 reporting period:

- **Regularly Scheduled Repeat Quarterly “High Maintenance” Cleaning (Jetting) Activities:** High Maintenance areas were jetted in quarter 4, with the siphons completed for a total of 6,600 LF. Jetting and televised inspections were performed on 17,230 feet or 3.26 miles of sewer lines.
- **Regularly Scheduled Bi-Annual Pump Station Cleaning:** The Town’s personnel began cleaning pump stations in quarter 4. The town was not able to complete all the stations. We will

be trying to clean all the pump stations again in the first quarter, weather permitting. The new WWTF startup and training have taken resources away from routine maintenance activities.

- **Manhole Rehabilitation & Pipe Relining:** We have identified 4 manholes that need some rehabilitation. We have also identified 335 feet of 8" Vitreous Clay pipe, and 1,430 feet of 12" Vitreous Clay pipe of sewer mains to be relined. We have contacted Green Mountain Pipeline, and they began the work the last week of the 2019. They plan to finish early January 2020.
- **Grease Interceptor and Water/Oil Separator Inspections:** There are a total of seventy (70) food service establishments (FSEs) and commercial oil/water separators to be inspected by the wastewater treatment operators annually. Three other establishments send us reports when the interceptors are clean. Please note that this has been an ongoing and increased program since the inception of the 2010 AO Docket, and continue to optimize the program. The operators conducted 49 grease interceptor inspections this quarter. The new WWTF startup and training have taken resources away from routine maintenance activities.
- **Improvements in Sewer Mapping Updates and "As Built" Digitizing:** The Town continues to update the Town GIS system with gps locating of sewer system manholes that were previously "lost" and/or inaccurately located in the data base.

Capital Improvement Projects, Measures and Programs Implemented or Planned by the Town and/or Private Collection systems in 2019 to Resolve CMOM Deficiencies:

Long Term Control Plan Infiltration and Inflow (I&I) Investigations: No consultant I&I investigations were planned in the fourth quarter of 2019.

Private Infiltration & Inflow Reduction Status: There were no fourth quarter activities to report on this topic.

Please call if you have any questions or need any additional information.

Sincerely,



Matthew Berube
Water & Sewer Manager
Town of Exeter, New Hampshire

Cc. Tracy Wood, P.E., NHDES Wastewater Engineering Bureau
Russell Dean, Town Manager
Jennifer Perry, DPW Director
Paul Vlasich, P.E., Town Engineer
Steve Dalton, Water & Sewer Assistant Manager
Josh Scotton, Senior Operator