

Select Board Meeting
Monday, April 13th, 2020, 7:00 p.m.
REMOTE VIA ZOOM

**See Document "Town Meetings Go Virtual With Zoom Meeting" with instructions on
how to participate**

1. Call Meeting to Order
2. Public Comment
3. Proclamations/Recognitions
 - a. Proclamations/Recognitions
4. Approval of Minutes
 - a. Regular Meeting: March 30th, 2020
5. Appointments
6. Discussion/Action Items
 - a. 2020 Board and Committee Appointments
 - b. Article 25 Letter – Granite Bridge Pipeline
 - c. Water Sewer Abatements – Discussion
 - d. COVID 19 Updates
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

Niko Papakonstantis, Chair
Select Board

Posted: 4/10/20 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



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

Town Meetings Go Virtual with Zoom Meeting



The Town of Exeter, NH will be hosting board and committee meetings virtually with a platform called **Zoom Meeting**. This platform allows the public to join via webcam, computer audio, or telephone to view and participate in the meeting.

To use Zoom, you will need a computer with a microphone or headset, a smart phone, or you can use a telephone.

To use a computer:

1. Click: <https://us04web.zoom.us/j/2080582669>
2. Follow the prompts to download the program and sign up for a free account.
3. The program will prompt you to connect video and audio from your computer. You don't have to use a camera, but a microphone is required to hear audio and speak to the board.
4. You can also connect audio via phone at this point; to watch on the computer and hear audio on your phone.

To use the smartphone app:

1. Head to the [Google](#) or [Apple](#) appstore on your smartphone.
2. Search for and download the “**Zoom Cloud Meetings**” app. Follow the prompts to set up an account.
3. Once in the app, click the “**Join**” button at the top of the app.
4. When it asks for a “Meeting ID,” enter “**208-058-2669**”, type in your full name, and click join.
If you do not wish to have your video turned on. Toggle the video off below before clicking join.

To call in with a telephone:

1. Call **1-646-558-8656**
2. Enter the Meeting ID: **208-058-2669** followed by #. For the “Participant ID” press #.

When joining a meeting you will automatically be muted. To speak, wait for the chair to ask for public comment and unmute yourself only when speaking. On a computer or the smartphone app, the mute button will look like a microphone. On a telephone, press *9 to unmute/mute your audio. To leave a meeting on a PC or smartphone, hit “leave meeting” in the bottom right. On a phone, simply hangup.



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

**STATE OF NEW HAMPSHIRE
BY HIS EXCELLENCY
CHRISTOPHER T. SUNUNU, GOVERNOR**

Emergency Order #12 Pursuant to Executive Order 2020-04

Temporary modification of public access to meetings under RSA 91-A

Pursuant to Section 18 of Executive Order 2020-04 it is hereby ordered, effective immediately, that:

1. Pursuant to Executive Order 2020-04, paragraph 8 provides: "State and local government bodies are permitted and encouraged to utilize the emergency meeting provisions of RSA 91-A to conduct meetings through electronic means while preserving, to the extent feasible, the public's right to notice of such meetings and ability to observe and listen contemporaneously."
2. Pursuant to Emergency Order #2 issued pursuant to Executive Order 2020-04, gatherings of fifty people or more are prohibited.
3. To implement these orders and recommendations, the requirement in RSA 91-A:2, III(b), that a quorum of a public body be physically present unless immediate action is imperative, is waived for the duration of the State of Emergency declared in Executive Order 2020-04.
4. To further implement these orders and recommendations, the requirement in RSA 91-A:2, III(c), that each part of a meeting of a public body be audible or otherwise discernible to the public "at the location specified in the meeting notice as the location of the meeting," is waived for the duration of the State of Emergency declared in Executive Order 2020-04 so long as the public body:
 - a) Provides public access to the meeting by telephone, with additional access possibilities by video or other electronic means;
 - b) Provides public notice of the necessary information for accessing the meeting;
 - c) Provides a mechanism for the public to alert the public body during the meeting if there are problems with access; and
 - d) Adjourns the meeting if the public is unable to access the meeting.

Given under my hand and seal at the Executive Chambers in Concord, this 23rd day of March, in the year of Our Lord, two thousand and twenty, and the independence of the United States of America, two hundred and forty-four.


GOVERNOR OF NEW HAMPSHIRE



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

**STATE OF NEW HAMPSHIRE
BY HIS EXCELLENCY
CHRISTOPHER T. SUNUNU, GOVERNOR**

Emergency Order #16 Pursuant to Executive Order 2020-04

Temporary prohibition on scheduled gatherings of 10 or more attendees

Pursuant to section 18 of Executive order 2020-04, it is hereby ordered, effective immediately, that:

1. In accordance with updated CDC guidelines, the following activities are hereby prohibited within the State of New Hampshire:

Scheduled gatherings of 10 people or more for social, spiritual and recreational activities, including but not limited to, community, civic, public, leisure, faith based, or sporting events; parades; concerts; festivals; conventions; fundraisers; and similar activities. This prohibition does not apply to the General Court, day-to-day operations of for profit or not for profit organizations and State Government, or gatherings for urgent medical purposes such as blood drives or meetings of medical personnel to discuss efforts to combat the COVID-19 pandemic.

2. Section 1 of Emergency Order #2 is hereby superseded by this Order.
3. The Division of Public Health shall enforce this Order and if necessary may do so with the assistance of State or local police.
4. This Order shall remain in effect until Monday, April 6, 2020.

Given under my hand and seal at the Executive Chambers in Concord, this 23rd day of March, in the year of Our Lord, two thousand and twenty, and the independence of the United States of America, two hundred and forty-four.


GOVERNOR OF NEW HAMPSHIRE

Minutes

Select Board Meeting
Monday March 30, 2020
Remote via Zoom
Draft Minutes

1. Call Meeting to Order

Members present: Julie Gilman, Molly Cowan, Lovey Roundtree Oliff, Daryl Browne, Niko Papakonstantis, and Russ Dean were present at this meeting.

The meeting was called to order by Mr. Papakonstantis at 7 PM. Mr. Papakonstantis said that gatherings of 10 or more people currently pose a risk to our community. The Select Board meeting is imperative to maintaining the Town of Exeter public services, so per RSA 91-A:2(3)b, this meeting will be conducted without a quorum of this body being physically present in one location. He welcomed the members of the public attending remotely, and said the usual rules of conduct and decorum will apply. All votes will require a roll call vote.

2. Public Comment

Mr. Papakonstantis said he received an email regarding a suggestion from the Facebook Community forum: residents are inquiring if the town can close Swasey Parkway to automobile traffic temporarily. Ms. Oliff said she's in full support of closing the Parkway, as it's one of the few places that people can get outside to walk now. Ms. Gilman agreed. Ms. Cowan said she agrees, but added that it's important for people to practice social distancing and not have big groups congregating, even if people are six feet apart. Mr. Browne said he's in favor, but he'd like to hear how it will affect the Police and FD. Mr. Dean said Chief Poulin was in support of the idea. He [Mr. Dean] is trying to figure out the signage to implement this. In about three weeks, JA Polito will be putting the final coat of pavement on Newfields Road, so they may need to open the Parkway at that time. Chief Wilking said he can't see any significant issue with the closure, other than possibly an emergency on Newfields Road. If they use soft barriers, they could get through in an emergency. The Parkway was closed most of last year and it did not affect operations. Mr. Papakonstantis asked if Mr. Dean thought crowds would be an issue. Mr. Dean said the Chief has expressed concerns about it, and the Police Department is out trying to enforce social distancing. For public gatherings, there's a Governor's Executive Order against gatherings of 10 people or more.

MOTION: Ms. Cowan moved to close the Swasey Parkway road portion to vehicle traffic for 30 days. Ms. Oliff seconded. By a roll call vote, all were in favor.

3. Proclamations/Recognitions

- a. There were no proclamations/recognitions at this meeting.

4. Approval of Minutes

- a. Regular Meeting: March 16, 2020

MOTION: Ms. Cowan moved to approve the minutes of March 16, 2020 as submitted. Ms. Gilman seconded. By a roll call vote, all were in favor.

5. Appointments

- a. There were no appointments at this meeting. Mr. Papakonstantis said the town should reach out to those committee members whose terms expire April 30 to see if people want to be reappointed. Mr. Dean agreed, and said they'd already heard from a few people.

6. Discussion/Action Items

- a. Epping Road TIF Contract: VHB

Mr. Dean said this is a result of the town vote to approve the TIF contract with VHB, and would allow them to continue the project proposed for the King Property.

Darren Winham, the Economic Development Director said it's imperative to get this project up and running. The budget, which is not to exceed \$100,000, will go further than hoped, and includes some engineering conceptals. This will open up the planning of the Epping Road corridor. VHB has already been out there doing traffic counts. They're accounting for the COVID-19 situation.

Mr. Dean said they make two payments a year, one a partial interest payment in February, and one full payment in August. They've already made a whole payment on the bond and a partial interest payment for 2020.

MOTION: Ms. Gilman moved to sign the agreement for professional services with VHB for the Epping Road Corridor Study at a cost not to exceed \$100,000. Ms. Cowan seconded. By a roll call vote, all were in favor.

- b. 2020 MS-232 Report of Appropriations

Mr. Dean said this report is something that the DRA gets from the town, and it's used to set the tax rate in the fall. It's due 20 days after the vote, which is today, but the DRA is being understanding about minor delays. Only three members need to sign; Mr. Papakonstantis, Ms. Oliff, and Ms. Gilman will go in to the Town Offices and sign it.

- c. COVID-19 Updates

Assistant Fire Chief Wilking said that Sunday they saw the largest single day of positive tests. Today, the news is reporting 300 statewide cases. The numbers are not moving in our favor, and the virus is still in the growth phase. We're doing well in Exeter; and the Fire and Police Departments are still functioning well. There have been three deaths statewide, low numbers compared to our neighbors but still too many. One death was in Rockingham County.

The Fire Department has six employees impacted by non-direct exposure. For 14 days, these employees will report on their general health, including temperature, and the department will decide whether they should stay on active duty or go on quarantine. One individual's spouse tested positive, so that employee will not return until 2 weeks after the spouse's symptoms are over.

Another employee's spouse is presumed positive, and he was pulled off as well, so two of 30 employees are out.

Mr. Wilking said that Health Officer Murray is working with local food establishments, making sure that businesses are complying with the Governor's orders and following safe practices. Fire/EMS have had an average number of calls, they have yet to see a spike in service. They have transported patients that are presumed positive, and they were geared up with protective equipment. His goal is to keep all employees safe and working as long as possible. Their stock of PPE is adequate for 2 weeks to 1 month. They've been placing orders and have received plastic face shields. Last week, Exeter was chosen for a drive-through test site, but it was determined that they don't have enough people that need to be tested yet so it was cancelled. Currently, they're only testing health care workers and public safety employees.

Mr. Wilking helped Durham/UNH develop an action plan for a 250 bed "surge hospital" to serve as a transitional facility. This will allow hospitals to push patients to this facility for monitoring and stay for quarantine, and relieve the pressure on the hospital. The best guess on when to expect a surge is the middle to the end of April. We're a week behind Boston/MA.

Residents can get information about dealing with the virus online or by calling 211. He urges the public to practice social distancing and obey the stay at home order, and minimize trips to those absolutely necessary.

Mr. Papakonstantis said at the last meeting, Mr. Wilking was somewhat optimistic about getting supplies. Has that changed? Mr. Wilking said they're still cautiously optimistic. They haven't yet tested the supply chain because they were well prepared going in. They've had PPE donations from the community. Mr. Papakonstantis asked about mutual aid calls, and Mr. Wilking said they're about the same. There was a small blip about a week ago as departments geared up, but it levelled off.

Mr. Browne asked him to define a "surge," Mr. Wilking said it's a term the health care industry uses that describes when they have an influx of patients they can't handle all at once. They will be able to transfer them to the UNH facility to allow them to better manage patient flow.

Ms. Cowan asked about the Police Department, who had initial concerns about their lack of PPE. Mr. Wilking said they meet with the Police Department daily and shared some PPE with them. The Police Department has been working on alternative scheduling for their staff. EMS offered to share the electrostatic cleaner they use for the ambulances for use in patrol vehicles.

Mr. Dean said Chief Poulin sent a memo, urging citizens to be cautious about scams involving COVID-19. He added that the Police Department is going to a staffing model which will help address positive cases in the Police Department, as multiple officers on a shift may need to be quarantined for multiple days.

Ms. Gilman asked about COVID-19 testing options in Exeter or nearby. Mr. Wilking said EHS is managing testing locally. If someone is recommended to

be tested by their PCP, or a first responder needs to be tested based on exposure, and is showing symptoms, they can be tested there. Convenient MD is also testing. A more rapid test is being developed; currently they're waiting 5-7 days for test results, and have personnel that don't need to be quarantined but can't come back to work for that time. EHS has been able to manage the testing we need. If a person is not showing symptoms, the test may be negative even though you have it.

Mr. Dean said that things have been turned upside down by these events. The town government is doing everything they can to make sure services are still being provided while protecting the employees. They're keeping the town website updated daily. Darren Winham is working to help businesses understand the issues. The Families First Act, which some employees may use for leave to deal with childcare issues and schools being closed, could cause staffing problems.

Ms. Gilman asked where the public can get dump stickers. Mr. Dean said they should call public works directly and work with them. They will try to get them out via mail.

Mr. Papakonstantis asked whether the Land Use Boards could use Zoom to meet remotely. Mr. Dean said up to 100 people can attend the remote meetings, but they're looking to move those Boards' business items out to May if possible and limit the amount of meetings over the next month.

7. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Gilman moved to approve a Veterans Credit of \$500 for 86/59. Mr. Browne seconded. By a roll call vote, all were in favor.

MOTION: Ms. Gilman moved to approve Elderly Exemptions for 104/79/310 and 65/23 in the amount of \$236,251. Ms. Cowan seconded. By a roll call vote, all were in favor.

MOTION: Ms. Gilman moved to approve an Intent to Cut for 28/19 for 2020 - 2021, 28/20 for 2019 - 2020, and 28/20 for 2020 - 2021. Ms. Cowan seconded. By a roll call vote, all were in favor.

MOTION: Ms. Gilman moved to approve an abatement of \$127.99 for 60/9. Ms. Cowan seconded. By a roll call vote, all were in favor.

b. Permits & Approvals

i. There were no permits and approvals at this meeting.

c. Town Manager's Report

Mr. Dean thanked Principal Rawson at PEA for the interactions they've had, it's good to have that exchange of information. They've also been in conversations with the Hospital and how they can help. Vapotherm, a local company, is working overtime to produce ventilation equipment. The town is

exploring virtual signature software. The IT Department has been unbelievably helpful during this process.

Mr. Papakonstantis thanked SAU 16 for their efforts to give kids structure and continue their education. Ms. Oliff said assured homeschooling parents that the kids will be okay, and parents shouldn't be stressed out. Ms. Gilman thanked those putting together the school lunches.

Mr. Papakonstantis asked about Meals on Wheels. Mr. Dean said he heard that they've reduced the number of deliveries a week, but he will get an update from them. Mr. Papakonstantis asked how seniors can get help from the town. Mr. Dean said to call or email Parks and Recreation, who are in the best position to triage those requests.

Mr. Browne said he's concerned about the impact on the tax base; the town will really feel it 18 months later, and they should keep an eye on it for the BRC and budget processes. Mr. Dean said he's started to have conversations with Finance about the impacts. They'll have to crunch those numbers at some point.

d. Select Board Committee Reports

There were no committee reports. Ms. Gilman said the State House is closed until May 4th, when they will reconsider the closure.

e. Correspondence

- i. A notice from Xfinity saying they postponed moving the Cartoon Network to Digital Preferred tier in light of recent events.
- ii. A letter from Seacoast Family Promise thanking the town for their recent donation.
- iii. A notice from NHDES dealing with proposed revisions to NWQ305 which will affect the Wastewater Treatment Facility, and asking for town comments.
- iv. A sample application for Community Revitalization tax relief per RSA 79-E. Mr. Dean said that tonight it's informational. Once people start applying, they will have to schedule a public hearing for the Board to discuss with the applicant the relief they're seeking.

8. Review Board Calendar

- a. The next meeting is April 13th, and will be remote.

9. Non-Public Session

- a. There was no non-public session at this meeting. Mr. Dean said he'll have to speak with legal counsel regarding how to do a nonpublic session in a remote meeting. Mr. Glowacky said he's in contact with other station managers, and can ask them how they handle it. As the organizer of the Zoom meeting, he can push members of the public to the "waiting room," but he'll have to look at how to stop streaming.

10. Adjournment

MOTION: Mr. Browne moved to adjourn. Ms. Cowan seconded. By a roll call vote, all were in favor, and the meeting adjourned at 8:20 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Board and Committee Appointments and Reappointments

Town of Exeter	Policy Number 2012-01	Adopted by Select Board
Subject: Appointed Town Committees	Adoption Date: 1989 Revision Date: 5/7/12 Effective Date: 5/7/12	Supersedes: 89-19

1.0 Purpose of the Policy:

The purpose of this policy is to define the general rules of organization and protocols associated with Town Boards and Committees established and appointed by the Select Board.

2.0 Departments Affected:

None. Committees Affected: All boards and committees appointed by the Select Board except where in contradiction with NH law (ie, Planning Board, Heritage Commission, Conservation Commission) where NH RSA's provide for the method of appointment and composition.

3.0 Definitions:

4.0 Policy:

5.0 Procedures:

1. All appointed Town Committees will elect from among their membership, a Chairperson, a Vice Chairperson and Clerk. The Committee may elect other officers as appropriate.
2. Each Committee will maintain a written charge, approved by the Select Board, describing the role and function(s) of the Committee.
3. Official, written minutes will be kept of all committee and sub-committee meetings in accordance with RSA 91-A. Draft minutes shall be filed with the Town Manager's Office within five (5) business days following the meeting so that they are available for review and release in compliance with state law. Once meeting minutes are approved, copies shall be forwarded and filed with the Board of Selectmen, the Town Manager's Office and the Town Clerk. Minutes should be approved within thirty (30) business days. Final minutes are not required by state law.
4. All meetings will be open to the public, with notice posted at least 24 hours in advance of each meeting.
5. Committees will report their findings to the Select Board, along with recommendations for subsequent action as appropriate.

6. Public statements regarding Committee recommendations and its policy positions will be prefaced with note of the Committee's role as advisor of the Select Board.
7. Committee members that fail to attend at least 60% of meetings in any calendar year may forfeit their membership and be subject to removal by the Select Board. The Chairperson of each committee shall, in January, forward an annual report of member attendance to the Select Board for review.
8. Members of committees serve at the pleasure of the Select Board. Vacancies shall be filled, addition to committees may be made and member removal shall be done by vote of the Select Board.
9. The Select Board shall review the list of committees annually in April, and may vote to disband any committee of their creation.
10. Upon termination, all committees will turn over their files, records and notes to the Town Clerk for permanent filing.
11. The Board or Committee may vote to recommend to the Select Board that an alternate member of a committee be appointed to full Board/Committee status.

6.0 Severability:

To the extent that any portions of this policy conflict with State law, State law shall prevail.

Amended: 5/7/12

Town of Exeter	Policy Number 2012-02	Adopted by Select Board
Subject: Appointments to Boards and Commissions	Adoption Date: 5/5/86 Revision Date: 9/9/92; 3/29/10; 5/7/12 Effective Date: 5/7/12	Supersedes: 92-13

1.0 Purpose of the Policy:

The purpose of this policy is to define the procedure used by the Select Board to make appointments to public boards, committees and commissions within the authority of the selectmen.

2.0 Departments Affected:

None. All committees referred to in 1.0 of this policy.

3.0 Definitions:

4.0 Policy:

5.0 Procedures:

Authority: The Select Board has appointment authority for Boards and Commissions as specified in NH Revised Statutes Annotated and Town Ordinances. The Board may, at its discretion, establish other local committees and make appointments thereto.

Term of Office: All terms of office created by such appointments shall be consistent with the length of office determined by the Statutes, ordinance or action of the Select Board.

Consecutive Terms: Consecutive terms shall be consistent with the Statutes, ordinance or action of the Select Board.

Appointment Date: Applicants to a Board or Committee shall apply for appointment using an application provided by the Town Manager's Office.

Current regular and alternate members wishing to continue their membership shall, in March of the year in which their term ends, submit a written request to the Select Board for re-appointment.

Terms of office shall begin on May 1st, unless a person is appointed to fill an unexpired term.

Multiple Positions: A person may serve on up to two Town Boards and Committees provided that he/she can only serve on one land use board (defined as Planning Board, Zoning Board of Adjustment, Heritage Commission, and Historic District Commission).

Disbanding Boards & Commissions: The Select Board shall vote annually in May to review or disband each Board and Committee of their creation.

6.0 Severability:

To the extent this policy is in conflict with State law, State law will prevail.

Amended: 5/7/12

Boards - Commissions - Committees			
Terms Ending April 30, 2020			
Name	Full/Alternate (As Applicable)	Title	Term Expires
<u>Planning Board</u>			
Aaron Brown	Full member	Vice Chair	4/30/2020
Kelly Bergeron	Full member		4/30/2020
Jennifer Martel	Alternate member		4/30/2020
Robin Tyner	Alternate member		4/30/2020
<u>Zoning Board of Adjustment</u>			
Rick Thielbar	Full member	Clerk	4/30/2020
Kevin Baum	Full member		4/30/2020
Esther Olson-Murphy	Alternate member		4/30/2020
Martha Pennell	Alternate member		4/30/2020
<u>Conservation Commission</u>			
Todd Piskovitz	Full member	Chair	4/30/2020
Alyson Eberhardt	Full member		4/30/2020
<u>Heritage Commission</u>			
Maura Fay	Full member	Treasurer	4/30/2020
Jay Myers	Full member		4/30/2020
<u>Historic District Commission</u>			
Patrick Gordon	Full member	Chair	4/30/2020
Valerie Ouellette	Full member		4/30/2020
<u>Rockingham Planning Commission</u>			
Langdon Plumer			Apr. 2019
Gwen English			Apr. 2018
<u>Recreation Advisory Board</u>			
Stephanie Papakonstantis		Chair	4/30/2020
Val Castonguay			4/30/2020
<u>Economic Development Commission</u>			
Madeline Hamel		Clerk	4/30/2020
John Tremblay			4/30/2020
*also one vacant term expiring 4/30/20 will roll over to 4/30/23			
<u>Exeter Housing Authority</u>			
Margaret Matick		Resident	4/30/2020
Boyd Allen			4/30/2020

<u>River Advisory Committee</u>			
Lionel Ingram			4/30/2020
Rod Bourdon			4/30/2020
<u>Sustainability Advisory Committee</u>			
Nina Braun			4/30/2020
Beverly Tappan			4/30/2020
<u>Water/Sewer Advisory Committee</u>			
David Michelsen			4/30/2020
Ben Mosher			4/30/2020
<u>Communications Advisory Committee</u>			
Debbie Kane			4/30/2020
Lindsay Sonnett			4/30/2020
<u>Facilities Committee</u>			
Amanda Kelly			4/30/2020
Mark Leighton			4/30/2020
<u>New Applicants:</u>			
Nick Campion	Conservation Commission		
Nancy Belanger	Planning Board		
Not listed			
Energy Committee		No terms	
Human Services Funding Committee		No terms	

Article 25 Letter – Granite Bridge Pipeline



Russ Dean <rdean@exeternh.gov>

Article 25 Election Results Follow-up

1 message

sherri.nixon1@gmail.com <sherri.nixon1@gmail.com>
To: rdean@exeternh.gov, NPapakonstantis@exeternh.gov

Wed, Apr 1, 2020 at 12:32 PM

Hello, Russ and Niko,

I hope that you and your families are all well and dealing with the COVID-19 crisis as best you can. Thank you for your work and commitment to keeping Exeter residents safe, especially during this pandemic.

The group that worked on Article 25 is looking for guidance. The article stated "Upon passage the voters request that the Select Board send copies of this resolution with a record of the vote to Liberty Utilities, the Public Utilities Commission, the Site Evaluation Committee, and all State Senators". Understanding that the current pandemic and managing our stay-at-home orders are the top priority, we would like your opinion of the appropriate time to send the voting results to those listed in the article. There seems to be a fine line between being inconsiderate of the current priorities and sending notifications long after the March 10th vote.

Whenever you feel the time is appropriate, we have a letter drafted and ready to be signed and sent to these recipients. I can get a list of the addressees that could be mail-merged into letters, if Pam could help with creating the letters and mailing them.

Thank you for your help and guidance.

Kind regards,

Sherri Nixon

Town of Exeter, NH, 2020 Election – March 10, 2020

Article 25 Results: 1605 Yes, 897 No

Article 25 – Citizen’s Petition Article – Granite Bridge Project

By petition,

Shall the town express its opposition to the Granite Bridge Pipeline project.

The scope of this project vastly exceeds the current and future energy demands in New Hampshire. The likely changes in energy production could result in ratepayers paying for technology that will be obsolete before it’s operational. Public Utilities Commission contracted consultants reviewing the project have said the proposed plan is excessively costly and overbuilt for the long term energy needs of New Hampshire.

As of January 2, 2020, the project includes a 27 mile fracked gas pipeline along Rt. 101 from Manchester to Exeter, a metering station at the site of the Exeter water treatment plant and the construction of a 2 billion cubic foot storage tank (larger than the rainbow tank in Boston) in the Epping quarry. The pipeline would cross the Lamprey River twice and run alongside Lake Massabesic potentially threatening drinking water supply.


The safety risks of gas pipelines is evident in the recent leaks and explosions in Keene and Lawrence, Massachusetts.

Furthermore this fossil fuel project with its methane emissions and carbon dioxide is in opposition to the principles of Exeter’s “Right to a Healthy Climate Ordinance” passed in 2019 and the Select board’s vote to support the goals of the Paris Climate Agreement.

Upon passage the voters request that the Select Board send copies of this resolution with a record of the vote to Liberty Utilities, the Public Utilities Commission, the Site Evaluation Committee, and all State Senators.

Water Sewer Abatements Discussion

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager 
RE: Water Sewer Abatements
DATE: April 10, 2020

As you are aware, each year the town is faced with approximately 20-25 water/sewer abatement requests where the applicant typically has had a leak in their system resulting in a higher than normal water usage. The sewer bill is based on the amount of water used.

Currently, the most that can be abated as a one time in 10 year abatement, is up to \$500. Due to extenuating circumstances, the Chair of the Water Sewer Advisory Committee and Town Manager support a change in the amount that can be abated. The suggestion to the Board is to allow an 80% to 90% abatement of the amount that represents the amount over the prior 4 quarter average bill.

For an example, if an entity typically had a bill of \$250 per quarter for 4 quarters, and then receives a bill for \$700 due to a leak, the amount subject to be abated would be based on \$450, the differential above the average. Depending upon circumstances the committee could abate 80% to 90% of that amount.

This abatement would still only be valid on a 1 in 10 year basis, and the leak would need to be fixed prior to qualifying, and verified by our Public Works Department.

WATER-SEWER ABATEMENT POLICY

This policy was adopted as amended by the Exeter Select Board on March 25th, 2019. This policy is administered under the Board's authority pursuant to RSA 38 and RSA 149-I).

General Policy

It is the policy of the Town of Exeter not to grant adjustments to water & sewer bills unless the problem rests with the Town's system. However, the Town recognizes that a high bill resulting from accidental, unpreventable water release can present financial hardship to a ratepayer. While most water releases are preventable, there are certain circumstances when an accidental water release is not preventable.

The intent of this policy is to establish a one-time abatement of up to \$500, during any ten year period, due to an accidental, unpreventable water release that exceeds 50% above normal average usage. This figure is calculated looking back over a 12 month period (4 quarters) from the date of discovery of the leak.

The town is under no obligation to issue an abatement if the leak is not due to a deficiency in the town system.

Discovering and repairing issues to stop water loss is the responsibility of the ratepayer. A courtesy notice from the Water-Sewer Department regarding high usage on a metered property, nor the omission or delay of sending such notice, does not create any liability to the Town.

Procedure

A ratepayer seeking an abatement shall file an application for abatement through the Department of Public Works Water/Sewer Department. The Water/Sewer Department will review information submitted regarding abatement requests due to unpreventable leakage, and perform a leak check if necessary. The Department reviews the application and makes a recommendation to the Water/Sewer Advisory Committee whether to grant abatement based on the policy.

The Water/Sewer Committee meets after receiving the Department recommendation and makes a determination on the abatement request. Decisions on abatements will be made in the most timely manner possible based on town committee schedules. The Water-Sewer Department will inform the applicant of the date, time, and place the abatement application will be discussed by the Water-Sewer Advisory Committee.

Water/Sewer Committee meetings are held in public unless a request needs to be discussed in a non public session under RSA 91A, for acceptable exceptions identified in RSA 91A.

The deadline for submitting an abatement application is 90 days after receipt of the date of the water and sewer bill containing the qualifying amount for which an abatement is sought.

The Select Board will handle appeals from denial of abatements by the Water-Sewer Advisory Committee, under this policy. As a matter of course, the Select Board will sign all abatements granted in their role as water/sewer commissioners under RSA 38:28 and RSA 149-I.

The ratepayer is always encouraged to attend the public meeting to discuss the abatement, but is not required to attend.

Further Information

Landlords will be responsible for tenant bills in accordance with this policy. Failure by a tenant to pay water and sewer charges will not excuse the landlord of any outstanding obligations.

In order to qualify for abatement, a ratepayer's excess consumption must exceed 50% above their normal average consumption, calculated from a review of a 12 month look-back period, as determined by the Water-Sewer Department. Any request not meeting this standard will not be considered.

The ratepayer must prove that the deficiency responsible for leakage has been repaired or corrected. This repair or correction must be affirmed by the Water-Sewer Department.

The Water/Sewer Department reserves the right to grant adjustments on water use or sewer use or both, such as in the case of a second meter landscaping irrigation system malfunction, billing clerical errors, or meter adjustment/read errors.

In the event that a ratepayer cannot determine the source or cause of the abnormally high consumption (or claims the source never existed), the ratepayer is required to hire a private licensed plumber to assist the ratepayer in trying to determine said source or cause. If the plumber is unable to determine the source or cause of the abnormally high consumption, the Town will take the position that the ratepayer has located and repaired or corrected the source of the leak.

If the ratepayer claims that said source never existed, the Town shall test the meter and make an adjustment to the bill in accordance with NHPUC requirements for meters found to be over-recording. If the meter test reveals an accurate or under-recording meter, the ratepayer shall be held responsible for the entire bill plus the cost of meter testing and shipping/handling.

In the event the source or cause of the abnormally high consumption is related to a leak due to ratepayer negligence such as the failure to maintain internal (private) plumbing fixtures in good repair and/or protect plumbing from freezing, the ratepayer will be held responsible for the entire bill. The Town is not responsible for spigot damage due to freezing or falling ice.

In the event the abnormally high consumption has occurred due to unpredictable leakage not caused by ratepayer negligence or unfortunate circumstances, the Town shall consider granting a one-time, ten year abatement of up to \$500.

Consideration may consider compensation from any other sources, including reimbursement from homeowners insurance via a claim. The ratepayer may be required to submit a written statement from their homeowner's insurance policy provider stating what portion, if any, of the leak is covered by insurance.

The Town shall not disconnect service (for abnormally high consumption) provided the ratepayer pays the entire amount due within the normal payment period or enters into payment arrangements with the Tax, Water/Sewer Collections Office for the excessive amount and is in good standing on all current billings.

The above policy supersedes any prior water-sewer adjustment policies.

Original Policy Date: 10/21/92

Amended Policy Dates: 4/10/95, 6/19/95, 10/16/00, 5/19/08, 3/25/19

COVID 19 Updates

Congress of the United States
Washington, DC 20515

April 9, 2020

The Honorable Steven T. Mnuchin
U.S. Department of the Treasury
1500 Pennsylvania Ave NW
Washington, DC 20220

The Honorable Jovita Carranza
U.S. Small Business Administration
409 3rd St SW
Washington, DC 20416

Dear Secretary Mnuchin and Administrator Carranza:

We write to thank you for your work to provide urgently needed assistance to employers across New Hampshire, and the country, as they struggle through the COVID-19 pandemic. Given the enormous demand and pressing need for assistance from the Economic Injury Disaster Loan (EIDL) program and Paycheck Protection Program (PPP), which were recently passed into law as part of the bipartisan Coronavirus Aid, Relief, and Economic Security (CARES) Act, Congress must act swiftly to extend, expand, and improve these programs. As Congress works to increase funding for this direct assistance, we strongly urge your agencies to prioritize addressing several major issues with these programs that are of serious concern to employers in New Hampshire.

Under the CARES Act, the Small Business Administration (SBA) is directed to rapidly disperse emergency grants to small employers who apply for assistance through the EIDL program. Congress directed that these emergency grants, which employers do not have to pay back even if they are denied or choose not to accept a loan through the EIDL program, be sent to employers within three days of employers submitting an EIDL application to the SBA.

Unfortunately, EIDL applicants in New Hampshire have not received these emergency grants within this timeframe. Though we understand the enormous implementation tasks currently underway at your agencies, we are seriously concerned about this delay in funds for employers in our state that urgently need this emergency assistance, and we urge you to take all possible steps to ensure that EIDL emergency grants are disbursed as quickly as possible.

We are also significantly concerned about small employers with fewer than 10 employees that may not receive the maximum \$10,000 EIDL emergency grant, and about employers facing major operational disruptions that may be ineligible for the maximum EIDL loan amount of \$2 million, due to the way in which Treasury and SBA are determining EIDL grant and loan sizes. We urge you to use the broad emergency rulemaking authority granted to your agencies by the CARES Act to ensure that the smallest employers and employers needing significant EIDL loans receive the direct assistance needed to stay afloat during this crisis.

In addition to these concerns regarding the implementation of the EIDL program, we urge you to continue working with Congress to address several outstanding issues with the PPP program. First, many employers in New Hampshire have faced barriers in applying for PPP assistance through lenders with which they have no pre-existing lending relationship. The PPP program is

intended to directly support all small employers, including non-profits and small businesses that have less extensive relationships with financial institutions. As your agencies refine and communicate PPP guidance to lending partners, it is crucial that you ensure that all small employers have timely access to PPP assistance through a streamlined application process with minimal paperwork burdens.

Moreover, it is imperative that your agencies specifically take into account how to ensure access to PPP assistance for self-employed individuals, who are eligible to apply to the program as of this Friday, April 10. Given the large demand for PPP assistance since the program became available to small employers last Friday, April 3, we urge you to take all possible steps to assist self-employed individuals who – like small employers – urgently need the direct support provided by the PPP program.

We stand ready to do our part as well to help ensure that more funds are made available for these purposes should current funding prove inadequate, and to address any further obstacles faced by small employers applying for assistance through the EIDL and PPP programs.

Again, thank you for the enormous efforts of you and your staff in implementing these crucial programs for small employers and the self-employed. We will continue partnering with your agencies to provide this direct assistance as rapidly as possible.

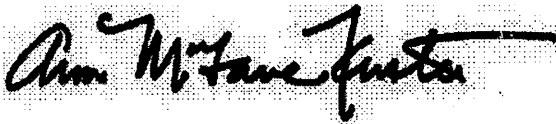
Sincerely,



Margaret Wood Hassan
United States Senator



Jeanne Shaheen
United States Senator



Anne McLane Kuster
United States Representative



Chris Pappas
United States Representative

Coronavirus Aid, Relief and Economic Security (CARES) Act
A Breakdown of Assistance to New Hampshire
Office of U.S. Senator Jeanne Shaheen

This document provides a breakdown of funds that New Hampshire expects to receive from the Coronavirus Aid, Relief, and Economic Security (CARES) Act to respond to COVID-19. This funding is in addition to the \$1.25 billion that the state will receive from the State-Local Coronavirus Relief Fund to compensate for COVID-19 emergency response efforts. Please note that funding allocations were estimated based on existing formulas used for the respective programs, and additional allocations to New Hampshire through the CARES Act and other COVID-19 response legislation will be announced as the administration continues to implement the legislation. Senator Shaheen’s office will continue to provide notice of these funding announcements as they become available.

	NH Allocation
<i>Community Development Block Grant</i>	\$7,496,020
<i>*Of the funds available, the following NH cities should expect to receive the amounts listed below</i>	
<i>Manchester</i>	\$1,046,437
<i>Nashua</i>	\$391,102
<i>Portsmouth</i>	\$313,729
<i>Dover</i>	\$169,290
<i>Rochester</i>	\$149,786
<i>Emergency Solutions Grants</i>	\$3,800,000
<i>Housing for Persons with Aids (HOPWA)</i>	\$404,880
<i>Election Security Grants</i>	\$3,262,422
<i>Byrne-JAG State and Local Law Enforcement Grants</i>	\$4,410,342
<i>Child Care and Development Block Grant</i>	\$6,947,671
<i>Education Stabilization Fund</i>	\$82,534,000
<i>Public Health Emergency Preparedness (PHEP) Funds</i>	\$5,448,000
<i>Federal Transit Administration Grants</i>	\$37,891,454
<i>Low Income Home Energy Assistance Program (LIHEAP)</i>	\$5,541,000
<i>National Endowment for the Arts</i>	\$427,000
<i>National Endowment for the Humanities</i>	\$423,000
Total	\$158,585,789

Overview of Programs

Community Development Block Grant—\$5 billion is provided for the Community Development Block Grant (CDBG) program to enable states, counties and cities to respond to COVID-19 and associated economic and housing impacts, including the expansion of community health facilities, child care centers, food banks and senior services. New Hampshire will receive approximately \$7.5 million in total, of which \$5.4 million will be administered through the Community Development Finance Authority (CDFA), with smaller amounts provided directly to Manchester, Nashua, Portsmouth, Dover and Rochester. Eligible communities for direct CDBG assistance, so-called “entitlement communities” include:

- Principal cities of Metropolitan Statistical Areas (MSAs)
- Other metropolitan cities with populations of at least 50,000
- Qualified urban counties with populations of at least 200,000 (excluding the population of entitled cities)

Emergency Solutions Grant—\$4 billion is included to address the impact of COVID-19 among individuals and families who are homeless or at risk of homelessness, and to support additional homeless assistance, prevention and eviction prevention assistance. Eviction prevention activities including rapid rehousing, housing counseling and rental deposit assistance will mitigate the adverse impacts of the pandemic on working families. New Hampshire will receive \$3.2 million and Manchester will receive \$540,000 of these funds, for a total of \$3.7 million.

Housing for Persons with Aids (HOPWA) —\$65 million is provided in order to maintain rental assistance and expand operational and administrative flexibilities for housing and supportive service providers to assist nearly 61,000 households. Given that this population is particularly vulnerable to this virus, the bill includes temporary relocation services to contain and prevent the spread of COVID-19 for these at-risk households.

Election Security Grants—\$400 million is provided in election security grants to prevent, prepare for, and respond to coronavirus for the 2020 Federal election cycles. Examples of acceptable uses include but are not limited to increasing the ability to vote by mail, expanding early voting and online registration and increasing the safety of voting in-person. New Hampshire will receive \$3.2 million in funding from this program. Each state is required to provide a report to the Election Assistance Commission within 20 days of each federal election that includes an accounting of the State’s uses of the funds.

Byrne-JAG State and Local Law Enforcement Grants—\$850 million is provided for state and local police departments and jails to meet local needs, including purchase of personal protective equipment and other needed medical items and to support overtime for officers on the front lines. New Hampshire will receive \$4.4 million in funding from this program. As Ranking Member of the Commerce, Justice and Science Appropriations Subcommittee, Senator Shaheen included language in the legislation to expedite the release of this funding and the Department of Justice has already issued a solicitation that is open for the next 30 days. Awards will be made on a rolling basis as applications are processed and jurisdictions are expected to receive funding within 2 weeks of application submission.

Child Care and Development Block Grant—The Child Care and Development Block Grant (CCDBG) provides annual grants to states based on a formula that accounts for a variety of factors, including (1) the ratio of children in the state under age five, (2) the ratio of children in the state under age 13, (3) the ratio of children in the state who receive free or reduced price school lunches and (4) the average per capita income in the state. States use the grants to subsidize child care for low-income working families. Based on the \$3.5 billion in additional CCDBG funding provided by the bill, New Hampshire will receive \$6.94 million in supplemental funding this year. At Senator Shaheen’s request, the bill includes clear language to allow for the additional CCDBG dollars to be used to provide financial support for health care workers, sanitation workers, emergency responders and other essential workers (as determined by the Secretary) to help these workers afford the cost of child care during the pandemic, even if these workers would not normally qualify for support based on the program’s income thresholds.

Education Stabilization Fund—The Congressional Research Service estimates that New Hampshire should expect to receive approximately \$82.47 million in additional funding for education, to be allocated in three separate funding streams. New Hampshire is expected to receive \$37.6 million for elementary and secondary schools, to be distributed to school districts based on the percentage of low-income students. The state is expected to additionally receive \$35.97 million for higher education, nearly all of which will be distributed directly to colleges and universities primarily according to Pell Grant recipient enrollment. Institutions must use at least half of the funds they receive to provide emergency financial aid grants to students. Finally, the state is expected to get an additional \$8.9 million for a Governor’s Emergency Education Relief Fund to provide support for education, with specific funding levels at the Governor’s discretion.

Public Health Emergency Preparedness Cooperative Agreements—The Public Health Emergency Preparedness (PHEP) cooperative agreements provide financial assistance to help health departments build and strengthen their abilities to effectively respond to a range of public health threats. States have considerable flexibility in how to use the funds, including supporting expanded caseloads for public health laboratories, surveillance, infection control and emergency operations and coordination. By providing an extra \$1.5 billion in PHEP funding, the legislation ensures that New Hampshire will receive \$5.44 million in additional PHEP funds this year. This amount comes on top of the \$4.9 million in PHEP funding that New Hampshire received through the *Coronavirus Preparedness and Response Supplemental Appropriations Act* (the first coronavirus package) and the \$5.44 million in Fiscal Year (FY) 2020 PHEP funding that New Hampshire receives through annual appropriations funding.

Federal Transit Administration – The bill provides \$25 billion for public transit agencies to protect public health and safety while ensuring transportation access to jobs, medical treatment, food and other essential services remain available during the COVID-19 response. The funding will be distributed according to five existing grant formulas used by the Federal Transit Administration: Urbanized Area, State of Good Repair, Non-Urbanized Area, Density Population and Growing States. New Hampshire will receive \$37.89 million of these funds, which can be used by transit agencies for operating expenses, such as employee pay and extra station and vehicle cleaning, as well as other expenditures.

Low Income Home Energy Assistance Program (LIHEAP) —The bill provides \$900 million for the LIHEAP program, of which it is estimated New Hampshire will receive \$5.54 million. This funding will be used to provide additional relief for the energy expenses that may be incurred by low-income residents who are spending more times in their homes as a result of shelter-in-place requirements and for those residents whose income has been negatively affected by the pandemic. Senator Shaheen joined her colleagues in sending a letter to the Secretary of Health & Human Services asking the agency to release the funds to the states expeditiously.

National Endowments for the Arts and Humanities—The bill provides \$75 million each for the National Endowments for the Arts and Humanities, of which New Hampshire will receive \$427,000 and \$423,000 respectively. 40 percent of each funding amount will go to the state arts and humanities councils, and 60 percent of the funding will be distributed as direct grants.

Beaumont & Campbell Prof. Ass'n.
Attorneys

ONE STILES ROAD - SUITE 107
SALEM, NEW HAMPSHIRE 03079
Tel: 603-898-2635 • Fax: 603-894-6678

BERNARD H. CAMPBELL

URVILLE J. BEAUMONT
(Retired)

April 6, 2020

Hannah Joyce, President
New Hampshire Tax Collectors Ass'n.
Town of Campton
10 Gearty Way
Campton, New Hampshire 03223

**Re: Request for Advice
Emergency Order No. 25**

Dear Hannah:

This letter is in response to your e-mail of earlier this morning. I became aware of the Governor's issuance of the above-referenced Emergency Order over the weekend.

It is my interpretation of paragraph 2 of Emergency Order No. 25 that this effectively "stays" the issuance of any Tax Collector Deeds for the duration of the State of Emergency. While the language is "inartfully" drafted in applying to the tax collection process, the clear implication is that the "deeding" (which effectively terminates the title of the owner) is the act being stayed. See and Compare, First N.H. Bank vs. Town of Windham, 138 N.H. 319 (1994) (Issuance of Tax Deed "breaks up" prior ownership and vests 100% interest in municipality) with In RE: PM Cross, 494 B.R. 607 (Bkrtcy D. N.H. 2013) (Mortgagor loses both legal and equitable interest when auctioneer's hammer falls).

I recognize that some municipalities may be especially impacted by this Stay Order. There may well be situations where property which was scheduled to be deeded may be in a dilapidated/hazardous condition and the municipality was prepared to move forward to take control of the property. In such circumstances, I see at least two (2) options for the municipality:

1. Institution of proceedings under RSA 155-B which does not appear to be stayed under the Order;
2. A direct request to the Governor for a specific site exception from Emergency Order No. 25.

Hannah Joyce, President
New Hampshire Tax Collectors Ass'n.
April 6, 2020
Page 2 of 2

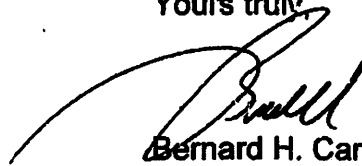
In response to the question that was raised, I do not believe that the Order prohibits the imposition of a tax lien to secure payment of unpaid taxes. In this respect, I view the Governor's Order similar to a bankruptcy filing. A bankruptcy filing prevents issuance of a tax deed (without Court approval) but it does not stay the imposition of a tax lien because the tax lien does not, in and of itself, deprive the owner of any property interest in the property. Cf In Re: Doolan, 447 B.R. 51 (Bkrcty N.H. 2011).

I would remind everyone that once the Emergency Order is lifted, if you wish to resume the tax deeding process, you will need to update the title search and send out new Notices of Intent to Deed in the same fashion as required under RSA 80:76(III).

With respect to Section 1 of Emergency Order No. 25, the possible abatement of interest on property taxes is written as an "authorization". This power rests with the governing body and not the Tax Collector. It will be up to the individual governing body to decide if it wishes to waive interest on unpaid taxes. The language of the Order gives (in my opinion) discretion to the governing body to set conditions, time limits and amount limits on the interest that can be waived under the authority granted by the Governor, as long as the provisions are "uniform" and do not raise "Equal Protection" issues.

I would advise that this communication be distributed to all association members and that they be encouraged to share them with the governing bodies.

Yours truly,



Bernard H. Campbell

BHC/jap

cc: Stephen C. Buckley, Legal Counsel NHMA



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

April 7, 2020

The Honorable Donna Soucy
President
New Hampshire State Senate

The Honorable Steve Shurtleff
Speaker
New Hampshire House of Representatives

Dear Madam President and Speaker Shurtleff,

First and foremost, thank you for your time today. As New Hampshire has confronted the COVID-19 epidemic, we appreciate the cooperation and support that we have received from you and look forward to continuing our close collaboration as we move forward.

As you know, Congress and President Trump moved in an expedient and bipartisan manner to ensure passage of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. This legislation and the substantial funding that it provides will be critical in helping our state navigate through this crisis. New Hampshire has wasted no time in taking steps to operationalize this funding to provide for relief in our health care sector, small business community and individuals.

We appreciate that operationalizing this funding and ensuring that resources are going to the areas of greatest need requires a collaborative process. New Hampshire is ready to be responsible stewards of CARES Act funding to effectively keep Granite Staters safe and preserve our state's economy, but it will require a team of individuals to assist state efforts.

To that end, I have heeded your advice to consider a model similar to the New Hampshire Office of Economic Stimulus, established by Governor Lynch in 2009. In the coming days, I will be establishing the Governor's Office for Emergency Relief and Recovery (GOFERR). That office, and the position of director, will be critical to overseeing the use and reporting of CARES Act funding to ensure our citizens receive maximum benefit from the COVID-19 Aid.

The office will be charged with the investment and oversight of COVID-19 relief and stimulus funds provided to New Hampshire by the Federal Government. The office will manage the accounting, auditing, legal, and IT requirements surrounding these investments and will ensure transparency and accountability metrics to the citizens of New Hampshire for all relief and stimulus efforts.

Unlike the 2009 stimulus investment process that used the budget to ensure legislative input, the urgency and timing of this crisis does not allow for that course of action. Therefore, I will be creating a bipartisan Legislative Advisory Board within GOFERR, comprised of both Republican and Democrat leadership, to ensure transparency and input to the process. It is my expectation that this advisory group have a voice in investment activities and will meet on a

consistent basis with the leadership and staff within GOFERR. It is important to ensure that this process has as much accountability, transparency and integrity as possible.

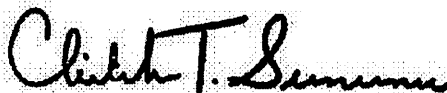
Collectively, this group will help advise GOFERR on industry areas and labor categories in acute need of economic relief. Further, they may make recommendations to my office on how much funding to allocate to each economic area. These include, private industry, non-profits, state and local government needs, health care, and individual relief.

I am inviting the following members of Legislative Leadership to serve on this board:

Senate President, Donna Soucy
Speaker of the House, Steve Shurtleff
Senate Minority Leader, Chuck Morse
House Minority Leader, Richard Hinch
Senate Finance Committee Chairman, Lou D'Allesandro
Senate Finance Committee Ranking Member, John Reagan
House Finance Committee Chairwoman, Mary Jane Wallner
House Finance Committee Ranking Member, Ken Weyler

I am confident that this approach will ensure the transparency and collaboration Granite Staters have come to expect of state leadership, while also allowing the state to be nimble and as responsive as possible to ensure that resources are moving to the areas of greatest need.

Sincerely,



Christopher T. Sununu
Governor

cc: The Honorable Chuck Morse
The Honorable Dick Hinch



**STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR**

CHRISTOPHER T. SUNUNU
Governor

**STATE OF NEW HAMPSHIRE
BY HIS EXCELLENCY
CHRISTOPHER T. SUNUNU, GOVERNOR**

**Emergency Order #27 Pursuant to Executive Order 2020-04 as Extended by Executive
Order 2020-05**

**Restriction of hotels and other lodging providers to provision of lodging for vulnerable populations
and essential workers**

WHEREAS, on Friday, March 13, 2020, the President of the United States declared a National
Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak; and

WHEREAS, on Friday, March 13, 2020, the Governor issued Executive Order 2020-04, An order
declaring a state of emergency due to the Novel Coronavirus (COVID-19); and

WHEREAS, on Friday, March 13, 2020, the Governor activated the Emergency Operations Center at the
Incident Planning and Operations Center in Concord to assist in the State's response to the COVID-19
outbreak; and

WHEREAS, on Monday, March 23, 2020, the first New Hampshire death resulting from COVID-19
occurred; and

WHEREAS, as of Sunday, April 5, 2020, the Centers for Disease Control and Prevention (CDC) reports
that every U.S. state has reported cases of COVID-19 to the CDC, and that 304,826 confirmed cases of
COVID-19 have occurred in the United States and territorial partners with 7,616 deaths; and

WHEREAS, experts anticipate that while a high percentage of individuals affected by COVID-19 will
experience mild flu-like symptoms, some will have severe symptoms and require hospitalization,
particularly individuals who are elderly or already have underlying chronic health conditions; and

WHEREAS, experts indicate that COVID-19 is most commonly spread from an infected symptomatic
person to others through respiratory droplets, including:

- Through the air by coughing and sneezing;
- Close personal contact, such as touching or shaking hands;
- Touching an object or surface with the virus on it, then touching your mouth, nose, or eyes before
washing your hands.

WHEREAS, the CDC reports that COVID-19 may be spread before an infected person shows symptoms
of the virus; and

WHEREAS, the CDC reports that COVID-19 is spread mainly from person to person, that COVID-19 is currently spreading very easily and sustainably, and that the best way to prevent illness is to avoid being exposed to COVID-19; and

WHEREAS, as of Friday, April 3, 2020, the CDC reports that the United States is currently in the acceleration phase of the pandemic; and

WHEREAS, as of Friday, April 3, 2020, the CDC reports that 50 U.S. states and territorial partners are reporting some community spread of COVID-19, meaning people have been infected with the virus who may not have the usual risks of international travel or known contact with a confirmed case; and

WHEREAS, as of Sunday, April 5, 2020, the Department of Health and Human Services, Division of Public Health Services has reported 669 cases of COVID-19; 9 deaths; 92 hospitalizations; 2,100 individuals are being monitored; and all 10 counties in the State have been impacted; and

WHEREAS, the Department of Health and Human Services, Division of Public Health has found that community-based transmission of COVID-19 continues to increase in the State and has been identified in the majority of counties; and

WHEREAS, the White House and CDC have extended their Slow the Spread Guidelines for COVID-19 to April 30, and these guidelines direct Americans to, among other things, work from home whenever possible; avoid social gatherings of more than 10 people; avoid eating and drinking at bars, restaurants and food courts; and avoid discretionary travel; and

WHEREAS, on April 3, 2020 the Governor issued Executive Order 2020-05, extending the State of Emergency Declared in Executive Order 2020-04 for an additional 21 days; and

WHEREAS, on April 4, 2020, the Governor issued Emergency Order #26, extending Emergency Orders 2, 6 and 16 through May 4, 2020; and

WHEREAS, as of April 6, 2020, the States of Massachusetts, Maine, and Vermont have restricted lodging providers to provision of lodging for vulnerable populations, essential workers, and other limited categories.

Now therefore, pursuant to Section 18 of Executive Order 2020-04 as extended by Executive Order 2020-05 it is hereby ordered, effective immediately, that:

1. In order to slow the spread of COVID-19, and to promote and secure the safety and protection of the people of New Hampshire, all lodging providers within the State of New Hampshire are hereby restricted to providing lodging for vulnerable populations and essential workers only, as those terms are defined in this Order.
2. For purposes of this Order, lodging providers shall include hotels; motels; bed and breakfasts; inns; and short term rentals such as those made available through VRBO, Homeaway, AirBnb and other services. The term lodging providers shall not include public and private campgrounds, which may remain open.
3. For purposes of this Order, vulnerable populations shall include the following:

- a) Children in emergency placements

107 North Main Street, State House - Rm 208, Concord, New Hampshire 03301
Telephone (603) 271-2121 • FAX (603) 271-7640
Website: <http://www.governor.nh.gov/> • Email: governorsununu@nh.gov
TDD Access: Relay NH 1-800-735-2964

- b) Persons who are victims of or at risk of domestic violence
 - c) Homeless individuals and families for whom hotels or other lodging accommodations and operations are being used as emergency shelters
 - d) New Hampshire residents who are self-isolating or self-quarantining
 - e) Individuals receiving long-term, specialized medical care from a physician or other medical provider located in New Hampshire and accompanying family members
 - f) Individuals in need of housing, accommodation and shelter due to extenuating circumstances such as fire or casualty
 - g) Individuals unable to return to their homes outside of New Hampshire due to flight cancellations, border closures, or other direct and material constraints on travel.
4. For purposes of this Order, essential workers shall include any person employed by a business or organization that qualifies as an essential business pursuant to Emergency Order #17 and Exhibit A thereto.
5. On-line reservations shall be suspended, and lodging providers shall post a prominent notice on their web platforms to advise potential guests that reservations for lodging in New Hampshire, as allowed by this Order, shall be accepted by phone only.
6. Lodging providers may permit existing guests to remain through the end of their scheduled stay but may not allow stay extensions or new reservations, except for the purposes permitted in this Order.
7. The Division of Public Health and State or local police shall have the authority to enforce this Order.
8. This Order shall remain in effect until May 4, 2020.

Given under my hand and seal at the Executive Chambers in Concord, this 6th day of April, in the year of Our Lord, two thousand and twenty, and the independence of the United States of America, two hundred and forty-four.


GOVERNOR OF NEW HAMPSHIRE



Russ Dean <rdean@exeternh.gov>

Unitil establishes a \$ 225,000 fund to assist our customers with their utility bills

2 messages

Noonis, Tim <noonis@unitil.com>

Fri, Apr 3, 2020 at 1:34 PM

To: "townadmin@atkinson-nh.gov" <townadmin@atkinson-nh.gov>, "kclement@brentwoodnh.gov" <kclement@brentwoodnh.gov>, "phess@townofdanville.org" <phess@townofdanville.org>, "danielhealey@derrynh.org" <danielhealey@derrynh.org>, "mlepage@eastkingstonnh.gov" <mlepage@eastkingstonnh.gov>, "rdean@exeternh.gov" <rdean@exeternh.gov>, "mscruton@greenland-nh.com" <mscruton@greenland-nh.com>, "fwelch@town.hampton.nh.us" <fwelch@town.hampton.nh.us>, "townadministrator@hamptonfalls.org" <townadministrator@hamptonfalls.org>, "townclerk@kensingtontown.com" <townclerk@kensingtontown.com>, "tc-tc@kingstonnh.org" <tc-tc@kingstonnh.org>, "nwigley@newtonnh.net" <nwigley@newtonnh.net>, "bkaenrath@northhampton-nh.gov" <bkaenrath@northhampton-nh.gov>, "mpearson@plaistow.com" <mpearson@plaistow.com>, "blaisdell@sandown.us" <blaisdell@sandown.us>, "wmanzi@seabrooknh.org" <wmanzi@seabrooknh.org>, "TownClerk@townsh.comcastbiz.net" <TownClerk@townsh.comcastbiz.net>, "dmoore@strathamnh.gov" <dmoore@strathamnh.gov>

April 3, 2020

Good day Mayors/Town Managers and Town Clerks -

Unitil has created the "Unitil Customer Assistance & Recovery Effort" (U-CARE) Fund. Unitil is coordinating the availability of these funds through the local Community Action Program (CAP) Agencies.

This fund has been created in an effort to aid Unitil customers who have been economically impacted by COVID-19. Unitil has committed \$150,000 to this fund, plus an additional \$75,000 to COVID-19 related programs at the United Way and other local agencies.

The full text of the release follows. If you have any questions, please don't hesitate to reach out.

Regards,

Tim Noonis

603-294-5123

UNITIL DONATES \$225,000 TO SUPPORT CUSTOMERS IN NEED

Donations part of multi-tiered approach to provide customers with financial assistance

HAMPTON, N.H., April 1, 2020 -- Unitil Corporation, (unitil.com)

unitil.com | energy for life.

unitil.com

energy for life.

), a provider of natural gas and electricity to customers in New England, has donated \$225,000 to help customers with their utility bills and other pressing needs during this difficult time.

Unitil has created the *Unitil Customer Assistance & Recovery Effort (U-CARE) Fund* and has donated \$150,000 directly to Community Action Programs (CAPs) working locally in Unitil's service territories to provide direct utility assistance to residential customers impacted by COVID-19 related job loss or reduced wages. The remaining \$75,000 will be donated to COVID-19 based programs at agencies, such as the United Way, to combat food insecurity, homelessness, mental health, and substance abuse, while also supporting first responders where we can.

"As an organization, we care deeply about the well-being of our customers," Unitil CEO and President Tom Meissner said. "The creation of this fund is part of a comprehensive plan designed to give families and businesses as much support as possible as the economic impact of the fight against this virus comes into focus."

On top of the donations, Unitil has made the following commitments to its customers:

- Unitil customers will not have to worry about losing service while staying safe and caring for loved ones during this crisis. **Until further notice, all shutoff and collection activities have been suspended.**
- Unitil recognizes flexibility and understanding is required as we work together to protect both the local businesses that drive our economy and our loved ones most at risk from this disease. **All late payment or non-payment fees are currently being waived.**
- Unitil's customer service team will work with you to set up a personalized payment plan designed to **spread costs out over time.**
- Unitil is working closely with federal and local assistance agencies. **Our customer service team can discuss a wide array of assistance programs**, including those available through the Low Income Home Energy Assistance Program (LIHEAP) which may be able to help.

Unitil urges all customers with financial challenges to reach out to their local CAP Agency or our own representatives at 1-888-301-7700 so we can provide assistance to get families through this ongoing crisis.

About Unitil Corporation

Unitil Corporation provides energy for life by safely and reliably delivering natural gas and electricity in New England. We are committed to the communities we serve and to developing people, business practices and technologies that lead to dependable, more efficient energy. Unitil Corporation is a public utility holding company with operations in Maine, New Hampshire and Massachusetts. Together, Unitil's operating utilities serve approximately 106,000 electric customers and 83,600 natural gas customers. For more information about our people, technologies and community involvement please visit unitil.com.

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

Fri, Apr 3, 2020 at 1:34 PM

FYI

[Quoted text hidden]

Tax Abatements, Veterans Credits & Exemptions

List for Select Board meeting April 13, 2020

Veteran's Credit

<u>Map/Lot/Unit</u>	<u>Location</u>	<u>Amount</u>
104/17	1 River Bend Cir	500.00
64/105/42	42 Hayes MH Park	2,000 vet disability
95/64/62	4 Willow St	500.00

Elderly Exemption

<u>Map/Lot/Unit</u>	<u>Location</u>	<u>Amount</u>
68/2	14 Guinea Rd	Denied
95/64/62	4 Willow St	152,251
73/83	8 Myrtle St	152,251
85/75	5 Grandview Terr	152,251
95/64/148	28 Morton St	152,251

Intent to Cut

<u>Map/Lot/Unit</u>	<u>Location</u>
---------------------	-----------------

Abatement

<u>Map/Lot/Unit</u>	<u>Location</u>	<u>Amount</u>
---------------------	-----------------	---------------

Permits and Approvals

Correspondence

Town Manager's Office

MAR 30 2020

Received

Town Manager Russ Dean
10 Front St
Exeter, NH 03833

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Exeter on earning recognition as a 2019 Tree City USA. Residents of Exeter should be proud to live in a community that makes the planting and care of trees a priority.

Exeter is one of more than 3,600 Tree City USA communities, with a combined population of 155 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

If ever there was a time for trees, now is that time. Communities worldwide are facing issues with air quality, water resources, personal health and well-being, and energy use. Exeter is stepping up to do its part. As a result of your commitment to effective urban forest management, you are helping to provide a solution to these challenges.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters coordinate the presentation of the Tree City USA recognition materials. We will forward information about your awards to your state forester's office to facilitate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Exeter and thank you for helping to create a healthier planet for all of us.

Best Regards,



Dan Lambe
President

cc: Jay Perkins

enclosure

For more information, contact:
Lauren Weyers
lweyers@arborday.org



FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Exeter Tree City USA®

Lincoln, Neb. (March 13, 2020) Exeter, New Hampshire, was named a 2019 Tree City USA® by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

Exeter achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

“Tree City USA communities see the impact an urban forest has in a community first hand,” said Dan Lambe, president of the Arbor Day Foundation. “The trees being planted and cared for by Exeter are ensuring that generations to come will enjoy to a better quality of life. Additionally, participation in this program brings residents together and creates a sense of civic pride, whether it's through volunteer engagement or public education.”

If ever there was a time for trees, now is that time. Communities worldwide are facing issues with air quality, water resources, personal health and well-being, energy use, and protection from extreme heat and flooding. The Arbor Day Foundation recently launched the *Time for Trees* initiative to address these issues, with unprecedented goals of planting 100 million trees in forests and communities and inspiring 5 million tree planters by 2022. With Tree City USA recognition, Exeter has demonstrated a commitment to effective urban forest management and doing its part to help address these challenges for Exeter residents now and in the future.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information is available at arborday.org.



EXETER PUBLIC WORKS DEPARTMENT

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

www.exeternh.gov

April 10, 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 First Quarter of 2020; January 1, 2020 to March 31, 2020, per Administrative Order Docket # 010-024, Town of Exeter.

Dear Ms. Joy Hilton:

This report is for the first calendar quarter ending March 31, 2020. 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 Joshua Scotton.

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): Nothing new to report. The final wearing course of pavement will be placed next spring

The following Planning and Operation & Maintenance activities were undertaken during this first quarter 2020 reporting period:

- **Regularly Scheduled Repeat Quarterly “High Maintenance” Cleaning (Jetting) Activities:** High Maintenance areas were jetted in quarter 1, with the siphons completed for a total of 6,600 LF. Jetting and televised inspections were performed on 25,662 feet or 4.86 miles of sewer lines.
- **Regularly Scheduled Bi-Annual Pump Station Cleaning:** The Town’s personnel began cleaning pump stations in quarter 1. The town was not able to complete all the stations in quarter 1. We will finish cleaning all the pump stations again in quarter 2, weather permitting.

- **Manhole Rehabilitation & Pipe Relining:** We identified 4 manholes that need some rehabilitation, 193 feet of 8" Vitreous Clay pipe, 939 feet of 10" Vitreous Clay, 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 finished the pipe relining in early January 2020. They plan to return for the manhole rehabilitations in quarter 2. We have been contacting sewer camera companies requesting demos of their equipment.
- **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 0 grease interceptor inspections this quarter. The new WWTF startup and training have taken resources away from routine maintenance activities. Covid-19 has hindered access to some establishments, or are closed.
- **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. The Town has invested in new software for asset management, which will include GPS, mapping, work orders, inspections of all water and sewer assets.

Capital Improvement Projects, Measures and Programs Implemented or Planned by the Town and/or Private Collection systems in 2020 to Resolve CMOM Deficiencies:

Squamscott River Sewer Siphon Project: The project funding is for a total of \$1.6 million dollars. The project is to design and construct a new sewer siphon under the river for \$1.4 million dollars, and also includes design funding to upgrade Webster Pump Station capacity and the Forcemain from this station for \$200,000 dollars.

Folsom Pump Station Upgrades: The project funding is for a total of \$150,000 dollars. The project includes upgrades to the building, pumps, and electrical systems. This will be an in-house design and construction project.

Long Term Control Plan Infiltration and Inflow (I&I) Investigations: We identified 4 manholes that need some rehabilitation, 193 feet of 8" Vitreous Clay pipe, 939 feet of 10" Vitreous Clay, 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 finished the pipe relining in early January 2020. They plan to return for the manhole rehabilitations in quarter 2. We have been contacting sewer camera companies requesting demos of their equipment.

Private Infiltration & Inflow Reduction Status: The Town of Exeter has contracted Flow Assessment, LLC to install flow metering devices on the sewer discharge from the Exeter River Coop

Mobile Home Park under our budget. We discussed with the Coop the need to reduce the I & I within their private collection system. We discussed helping them quantify the I & I by comparing their water usage from a well that is metered and billed, to the new meters for sewer discharge to the public collection system. If more sewer flow is discharged than water usage, then the difference is extra I & I in the private system. We will be monitoring from February 2020 to July 2020 (6 months) to try and capture different seasons of wet and dry weather. We also discussed helping with some investigations of the private collection system, and working with their consultant to come up with solutions to reduce I & I.

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



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

Statement of Interest
Boards and Committee Membership

Committee Selection: Planning Board

New Re-Appointment Regular Alternate

Name: _____ Email: _____

Address: _____ Phone: _____

Registered Voter: Yes No

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

I am a life long resident of Exeter. I served (1) term on the Select Board I've served 3 years on our Budget Recommendations Committee and have been elected to serve my 4th year to begin in fall. I am also the current Chair of our Housing advisory Committee. As a Select Board member during the time our Master Plan was reviewed, I am aware of the importance of that document and also have various professional + life experiences that I believe will be of value to serve on the Planning Board. I am available to attend meetings and to serve as an alternate or Regular Member

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

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

After submitting this application for appointment to the Town Manager:

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

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

Signature: *Mary A. Belanger* Date: *April 8 2020*

To be completed by Select Board upon appointment:

Date Appointed: _____ Term Ending: _____ Full: _____ Alternate: _____

Town
of
Exeter



Pam McElroy <pmcelroy@exeternh.gov>

Application for position on Planning Board

1 message

Nancy Belanger <nbelanger411@gmail.com>

Wed, Apr 8, 2020 at 3:17 PM

To: Niko Papakonstantis <NPapakonstantis@exeternh.gov>, Russ Dean <rdean@exeternh.gov>


Cc: Pam McElroy <pmcelroy@exeternh.gov>

For your consideration, please find attached application for the Planning Board.

Please let me know if you have any questions.

Sincerely,

Nancy Belanger

 **NBelanger Planning Board Application.pdf**
93K