

**Select Board Meeting**  
**Tuesday, January 4<sup>th</sup>, 2021, 7:00 p.m.**  
**Via ZOOM**

Virtual Meetings can be watched on Channel 22 and on Exeter TV's Facebook and YouTube pages.  
To access the meeting, click this link: <https://exeternh.zoom.us/j/83987512642>  
To access the meeting via telephone, call +1 646 558 8656 and enter Webinar ID: 839 8751 2642  
Please join the meeting with your full name if you want to speak.  
Use the "Raise Hand" button to alert the Chair you wish to speak. On the phone, press 9.  
More access instruction found here: <https://www.exeternh.gov/townmanager/virtual-town-meetings>  
Contact us at [extvg@exeternh.gov](mailto:extvg@exeternh.gov) or 603-418-6425 with any technical issues.

**AGENDA**

1. Call Meeting to Order
2. Public Comment
3. Proclamations/Recognitions
  - a. Proclamations/Recognitions
4. Approval of Minutes
  - a. Regular Meeting: December 21<sup>st</sup>, 2020
5. Appointments
6. Discussion/Action Items
  - a. Darren Winham re: Economic Aid Updates (CARES Act)
  - b. FY21 Deliberative Session and Alternative Virtual Meeting (HB1129)
  - c. Select Board Resolution on FEMA Maps & Floodplain Amendment
  - d. Solar Array Proposal for Cross Road Landfill
  - e. TAP Grant Sidewalks Bid Award & Additional Funding
  - f. FY21 Operating Budget & Bonds
  - g. COVID 19 Updates
7. Regular Business
  - a. Tax Abatements, Veterans Credits & Exemptions
  - b. Permits & Approvals – Swasey Parkway Road Closure
  - 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: 12/31/20 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

**Minutes**

**Select Board Meeting  
Monday December 21, 2020  
7 PM  
Remotely via Zoom  
Draft Minutes**

**1. Call Meeting to Order**

Members present: Julie Gilman, Molly Cowan, Lovey Roundtree Oliff, Niko Papakonstantis, and Russ Dean were present at this meeting. Daryl Browne was not present. The meeting was called to order by Mr. Papakonstantis at 7 PM.

Mr. Papakonstantis read a statement:

As Chair of the Select Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 this public body is authorized to meet electronically.

Public notice of this meeting was posted on the town website and on the bulletin board of the town offices at 10 Front Street. As provided in that public notice, the public may access the meeting online and via phone.

Please note that all votes taken during this meeting shall be done by roll call vote. Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting and who that person is (son, daughter, spouse, etc...), which is required under the Right-to-Know law.

**2. Board Interviews - Exeter Arts & Culture Commission**

- a. Todd Hearon
- b. Bruce Jones
- c. Anthony Callendrello
- d. Scott Ruffner

**3. Bid Award - Water/Sewer Chemicals**

Mr. Dean said there is a \$2,200 savings on these chemicals compared to 2020.

**MOTION:** Ms. Oliff moved to approve the award of Bid Item #1, Sodium Hypochlorite 15% Solution, to Harcros Chemicals, Inc from Nashua NH at \$1.09 per gallon. Ms. Gilman seconded. By a roll call vote, all were in favor.

**MOTION:** Ms. Gilman moved to approve the award of Bid Item #2, Activated Carbon, to George S Coyne Chemical Co., Inc in Croyden PA at \$1.2045 per pound. Ms. Oliff seconded. By a roll call vote, all were in favor.

**MOTION:** Ms. Gilman moved to approve the award of Bid Item #3, Potassium Permanganate, to Marubeni America Corporation of Harrison NY at \$1.63 per pound. Ms. Cowan seconded. By a roll call vote, all were in favor.

**MOTION:** Ms. Oliff moved to approve the award of Bid Item #4, Sodium Hydroxide, to Univar Solutions USA in Morrisville PA, at 0.7899 cents per gallon. Ms. Gilman seconded. By a roll call vote, all were in favor.

4. Public Comment

There was no public comment at this meeting.

5. Proclamations/Recognitions

There were no proclamations/recognitions at this meeting.

6. Approval of Minutes

a. Regular Meeting: December 7, 2020

**MOTION:** Ms. Oliff moved to accept the minutes of December 7, 2020 as presented. Ms. Gilman seconded. By a roll call vote, all were in favor.

7. Appointments

There were no appointments at this meeting.

8. Discussion/Action Items

a. Mask Ordinance Updates

Health Officer James Murray reiterated the changes to the mask ordinance discussed at the last meeting, following the passing of the State-level ordinance. he removed the reference to NH not having a mask order; he also revised item 11 to include the State's exemption for the hearing impaired: *Any person who is deaf or hard of hearing, and any person while communicating with an individual who is deaf or hard of hearing or who has a disability, medical condition, or mental health condition that makes communication with that individual while wearing a mask or face covering difficult.* Finally, he changed the effective until date to February 22nd, keeping with the 61 day provision in the ordinance. If the State does expire the mandate January 15th, they can continue with the town version. Ms. Cowan asked about the major differences between the State ordinance and ours. Mr. Murray said the minimum age for wearing a mask, State is anyone 5 and up, ours is 10 and up. He reached out to the Attorney General to see which would take precedence. Otherwise they are similar. Ms. Cowan said regarding the age, she would be in favor of going with the state guideline. The Board agreed to incorporate that change into the approval motion.

**MOTION:** Ms. Cowan moved to approve the changes to the Exeter town mask ordinance as proposed by the Health Officer. Ms. Gilman seconded. By a roll call vote, all were in favor.

**MOTION:** Ms. Cowan moved to extend the mask ordinance to expire February 22, 2021. Ms. Gilman seconded. By a roll call vote, all were in favor.

b. COVID 19 Updates

- i. Chief Wilking said NH has seen another 6,000 people test positive, with 45 fatalities. Rockingham County was doing well, but lost people last week. Exeter is at 285 total cases, while communities of similar size are in the high 300s/low 400s. Regarding the vaccine, the NH National Guard and DHHS are setting up a regional vaccination space at the High School. This facility is still on track for December 28th for the first responder vaccinations. All of Exeter's first responders have been reported to the State for consideration for the vaccine. The PPE supply is doing well. There were 40 - 45 active Covid cases in Exeter; the State is

tracking these cases, and the Department is aware of the status if there is a call to those addresses. Chief Pizon received another delivery of gowns and masks. The rapid testing frequency has been changed from monthly to weekly for all personnel. The first day of each shift rotation is tested. Covid hit the Fire Department. The first employee tested positive on December 11th and immediately came off shift; they are doing well and have been cleared to return December 22. One other employee is under quarantine due to the exposure of a family member. 30 people applied for three open firefighter positions, and they have made offers of employment. The potential hires include the Department's second and third female firefighters.

- ii. Mr. Murray said he's been working on the vaccine plans and doing compliance work for the State. The public is making calls to the Attorney General's office regarding behavior they're seeing at local businesses. He's also getting calls from businesses about their employees testing positive, and he's working with public health to give better advice to these businesses.

c. FY21 Budget Calendar & HB1129

Mr. Papakonstantis said they won't vote on the Deliberative Session plans tonight, as Mr. Browne is not present. They will have to vote on January 4th. Ms. Gilman said people are concerned that they won't get to interact as in a normal Deliberative Session. She suggested that they could use the chat function on a Zoom call to offer interaction. She's concerned that if the public doesn't accept the form of voting, it will invalidate the rest of the ballot. Mr. Dean said articles 1, 2, and 3 would also be on the initial ballot, not the alternative ballot, so would be voted on regardless. Ms. Gilman said it's an open question how half of the slate could be approved when the other half has been invalidated. Mr. Papakonstantis said he would like Attorney Mitchell to speak on the matter again. Mr. Dean said this is likely an issue that needs to be determined by the Legislature. Ms. Cowan said perhaps feedback could be submitted by the public before or during the session that could be shared in the meeting. She wants to invite as much participation as possible. She's also not sure that the number of participants can be supported by a Zoom call. Mr. Dean said he doesn't believe a Zoom call is an option; it's either the alternative process or an in-person meeting, although it's something they can lobby for over the next few weeks. Mr. Papakonstantis said what message they'll be sending to the public if they have the town meet in person [when Covid is an issue]. Ms. Gilman asked what the schools are doing, and Mr. Dean said they're starting those discussions. If the town felt strongly about having an in-person Deliberative Session, he thinks they will allow them to use the facilities. This issue will be discussed further at the January 4th meeting.

d. FY21 Budget and Warrant Articles

Mr. Papakonstantis asked if Board members had questions or comments on the FY21 Budget. Ms. Cowan said she's interested in hearing more about the IT situation. Mr. Papakonstantis said they should discuss bringing on an additional IT person. He's reluctant to add personnel in a tough year, but on November 30th, there were no services at the Town Clerk's Office because the IT mainframe was down. We're now in a society run on Zoom and a lot of the support staff are supporting those meetings instead of IT. Until we get back to normal, the Department, infrastructure, and resources will be stretched thin, and citizens need town services. Ms. Oliff said they should aim to have more services online rather than in person. Ms. Gilman said she's been saying for years that the Department is understaffed. Mr. Papakonstantis asked Mr. Dean to put together a proposal for a new IT position. The Budget Hearing will take place January 19th.

e. FY20 Encumbrances

Mr. Dean said the Board must vote to approve the encumbrances. There was a total amount of \$67,516 requested. The Planning Department was given a \$2,500 line item in supplies for Sustainability Purposes which was not spent, so they'd like to add that to the encumbrances list, for a total of \$70,016. There were also another several hundred thousand in Warrant Articles.

**MOTION:** Ms. Oliff moved to approve the encumbrance request for the year ending 12/31/20 for the General Budget, total amount requested \$70,016, plus the amount of \$598,109 for the total requested Warrant Articles. Ms. Gilman seconded. By a roll call vote, all were in favor.

f. COVID-19 updates

- i. Mr. Dean said they anticipate legislation passing at the Federal level tonight, including aid to businesses, housing relief and stability, etc, and they should have more information on that soon.

9. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

**MOTION:** Ms. Gilman moved to approve a Veterans Credit of \$500 for 95/64/131. Ms. Cowan seconded. By a roll call vote, all were in favor.

**MOTION:** Ms. Gilman moved to approve an abatement of \$168.98 for 110/2/103. Ms. Oliff seconded. By a roll call vote, all were in favor.

**MOTION:** Ms. Gilman moved to approve an abatement amount of \$121.26 for 110/2/103. Ms. Oliff seconded. By a roll call vote, all were in favor.

b. Permits & Approvals

There were no permits and approvals at this meeting.

c. Town Manager's Report

- i. Mr. Dean thanked the Board regarding the Town Office closure on Christmas Eve. They will be closed Friday for the holiday. New Year's Eve they will be open, and closed New Year's Day.
  - ii. The Epping Road/Spring Street sidewalk project is over the approved \$108,000 budget. They need \$41,000 to match more State money. They will make a presentation to the Board in January. They can use money from the Sidewalk Capital Reserve fund and the SB38 money from the Governor's Office in 2017, which has a balance of \$10,000 or so.
  - iii. Tax collection is steady. The online system is working well.
  - iv. Years of Service awards were last Thursday: Janet Whitten with 20 years in Finance, Andy Swanson with 15 years in IT, Laura Zogopolos with 10 years in Finance, Kathy Croteau with 5 years in Planning, and himself with 15 years as Town Manager.
- d. **Select Board Committee Reports**
- i. Ms. Gilman Heritage Commission and HDC met but projects were minor.
  - ii. Ms. Oliff Housing Committee met, meeting again in Jan. Update from municipal technical assistance grant, tiny homes.
  - iii. Ms. Cowan Planning Board, discussed a plan on Hampton Road. Took up impact fees. Exeter Police Committee, first meeting, elected officers, Chief went over the parameters.
  - iv. Mr. Papakonstantis did not have an update. He thanked those who serve on committees and the town staff.
- e. **Correspondence**
- i. A list of projects in the Transportation Improvement Program. Mr. Dean said questions about any projects can be addressed by Mr. Sharples.

**10. Review Board Calendar**

- a. The next meetings are January 4 and 25th. There's a public budget hearing January 19th.

**11. Non-Public Session**

There was no non-public session at this meeting.

**12. Adjournment**

**MOTION:** Ms. Gilman moved to adjourn. Ms. Cowan seconded. By a roll call vote, all were in favor, and the meeting adjourned at 8:39 PM.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary

**Darren Winham re: Economic Aid Updates (CARES Act Round 2)**



*"Economic Aid to Hard-Hit Small Businesses, Nonprofits, and Venues"*

**SECTION-BY-SECTION**

**Division I: Continuing the Paycheck Protection Program and Other Small Business Support**

**Section 01; 02: Short Title; Definitions.**

**Section 03: Emergency Rulemaking Authority.**

- Requires the SBA Administrator to establish regulations to carry out this title no later than 10 days after enactment of this title.

**Section 04: Additional Eligible Expenses.**

- Makes the following expenses allowable and forgivable uses for Paycheck Protection Program funds:
  - Covered operations expenditures. Payment for any software, cloud computing, and other human resources and accounting needs.
  - Covered property damage costs. Costs related to property damage due to public disturbances that occurred during 2020 that are not covered by insurance.
  - Covered supplier costs. Expenditures to a supplier pursuant to a contract, purchase order, or order for goods in effect prior to taking out the loan that are essential to the recipient's operations at the time at which the expenditure was made. Supplier costs of perishable goods can be made before or during the life of the loan.
  - Covered worker protection expenditure. Personal protective equipment and adaptive investments to help a loan recipient comply with federal health and safety guidelines or any equivalent State and local guidance related to COVID-19 during the period between March 1, 2020, and the end of the national emergency declaration.
- Redesignates Section 1106 of the CARES Act and other subsequent conforming amendments as section 7A. This would transfer section 104 of this title to the end of section 7 of the Small Business Act (15 U.S.C. 631 et seq.). Relevant sections to follow contain this technical redesignation.
- Allows loans made under PPP before, on, or after the enactment of this act to be eligible to utilize the expanded forgivable expenses except for borrowers who have already had their loans forgiven.

**Section 05: Hold Harmless.**

- Provides that a lender may rely on any certification or documentation submitted by a borrower for an initial or second draw PPP loan and that no enforcement action may be taken against the lender and the lender shall not be subject to any penalties relating to loan origination or forgiveness if (1) the lender acts in good faith relating to loan origination or forgiveness; and (2) all relevant federal, state, local and other statutory and regulatory requirements are satisfied.

**Section 06: Selection of Covered Period for Forgiveness.**

- Allows the borrower to elect a covered period ending at the point of the borrower's choosing between 8 and 24 weeks after origination.

**Section 07: Simplified Application.**

- Creates a simplified application process for loans under \$150,000 such that:
  - A borrower shall receive forgiveness if a borrower signs and submits to the lender a certification that is not more than one page in length, includes a description of the number of employees the borrower was able to retain because of the covered loan, the estimated total amount of the loan spent on payroll costs, and the total loan amount. The borrower must also attest that the borrower accurately provided the required certification and complied with Paycheck Protection Program loan

requirements. The SBA must establish this form within 24 days of enactment and may not require additional materials unless necessary to substantiate revenue loss requirements or satisfy relevant statutory or regulatory requirements. Additionally, borrowers are required to retain relevant records related to employment for four years and other records for three years. The Administrator may review and audit these loans to ensure against fraud.

- At the discretion of the borrower, the borrower may complete and submit demographic information for all PPP loans.
- The SBA must submit to the Senate and House Small Business Committees a report 45 days after enactment detailing their review and forgiveness audit plan to mitigate risk of fraud and provide monthly reviews and audit updates thereafter.
- Applies to loans made before, on, or after the date of enactment, including the forgiveness of the loan.

**Section 08: Specific Group Insurance Payments as Payroll Costs.**

- Clarifies that other employer-provided group insurance benefits are included in payroll costs. This includes group life, disability, vision, or dental insurance.
- Applies to loans made before, on, or after the date of enactment, including the forgiveness of the loan.

**Section 09: Demographic Information.**

- Requires the SBA to include a voluntary demographic information section on the loan origination application for initial PPP loans and second draw PPP loans. All PPP loan applications after enactment must include this section.

**Section 10: Clarification of and Additional Limitations on Eligibility.**

- Clarifies that a business or organization that was not in operation on February 15, 2020 shall not be eligible for an initial PPP loan and a second draw PPP loan.
- Prohibits eligible entities that receive a grant under the Shuttered Venue Operator Grants from obtaining a PPP loan.

**Section 11: Paycheck Protection Program Second Draw Loans.**

- Creates a second loan from the Paycheck Protection Program, called a “PPP second draw” loan for smaller and harder-hit businesses, with a maximum amount of \$2 million.
- Eligibility. In order to receive a Paycheck Protection Program loan under this section, eligible entities must:
  - Employ not more than 300 employees;
  - Have used or will use the full amount of their first PPP; and
  - Demonstrate at least a 25 percent reduction in gross receipts in the first, second, or third quarter of 2020 relative to the same 2019 quarter. Provides applicable timelines for businesses that were not in operation in Q1, Q2, Q3, and Q4 of 2019. Applications submitted on or after January 1, 2021 are eligible to utilize the gross receipts from the fourth quarter of 2020.
- Eligible entities must be businesses, certain non-profit organizations, housing cooperatives, veterans’ organizations, tribal businesses, self-employed individuals, sole proprietors, independent contractors, and small agricultural co-operatives.
- Ineligible entities include: entities listed in 13 C.F.R. 120.110 and subsequent regulations except for entities from that regulation which have otherwise been made eligible by statute or guidance, and except for nonprofits and religious organizations; entities involved in political and lobbying activities including engaging in advocacy in areas such as public policy or political strategy or otherwise describes itself as a think tank in any public document, entities affiliated with entities in the People’s Republic of China; registrants under the Foreign Agents Registration Act; and entities that receive a grant under the Shuttered Venue Operator Grant program.

- **Loan terms.** In general, borrowers may receive a loan amount of up to 2.5X the average monthly payroll costs in the one year prior to the loan or the calendar year. No loan can be greater than \$2 million.
  - Seasonal employers may calculate their maximum loan amount based on a 12-week period beginning February 15, 2019 through February 15, 2020.
  - New entities may receive loans of up to 2.5X the sum of their average monthly payroll costs.
  - Entities in industries assigned to NAICS code 72 (Accommodations and Food Services) may receive loans of up to 3.5X average monthly payroll costs.
  - Businesses with multiple locations that are eligible entities under the initial PPP requirements may employ not more than 300 employees per physical location.
  - Waiver of affiliation rules that applied during initial PPP loans apply to a second loan.
  - An eligible entity may only receive one PPP second draw loan.
  - Fees are waived for both borrowers and lenders to encourage participation.
  - For loans of not more than \$150,000, the entity may submit a certification attesting that the entity meets the revenue loss requirements on or before the date the entity submits their loan forgiveness application and non-profit and veterans organizations may utilize gross receipts to calculate their revenue loss standard.
- **Loan forgiveness.** Borrowers of a PPP second draw loan would be eligible for loan forgiveness equal to the sum of their payroll costs, as well as covered mortgage, rent, and utility payments, covered operations expenditures, covered property damage costs, covered supplier costs, and covered worker protection expenditures incurred during the covered period. The 60/40 cost allocation between payroll and non-payroll costs in order to receive full forgiveness will continue to apply.
- **Lender eligibility.** A lender approved to make loans under initial PPP loans may make covered loans under the same terms and conditions as the initial loans.
- **Lender compensation.** The Administrator is authorized to reimburse a lender by a tiered structure: For loans up to \$50,000, the lender processing fee will be the lesser of 50 percent of the principal amount or \$2,500. For loans between \$50,000 and \$350,000, the lender fee will be five percent. For loans \$350,000 and above, the lender fee will be three percent.
- **Guidance to prioritize underserved communities.** Directs the Administrator to issue guidance addressing barriers to access to capital for underserved communities no later than 10 days after enactment.
- **Standard Procedures.** Directs the SBA to allow lenders to approve loans made under this paragraph utilizing existing program guidance and standard operating procedure, to the maximum extent possible, as the standard SBA 7(a) program.
- **Churches and religion organizations.** Expresses the sense of Congress that the Administrator's guidance clarifying the eligibility of churches and religious organizations was proper and prohibits the application of regulations otherwise rendering ineligible businesses principally engaged in teaching, instructing, counseling, or indoctrinating religion or religious beliefs. Codifies that the prohibition on eligibility in 13 CRF 120.110(k) shall not apply for initial and second draw loans.
- **Application of Exemption Based on Employee.** Extends existing safe harbors on restoring FTE and salaries and wages. Specifically, applies the rule of reducing loan forgiveness for the borrower reducing the number of employees retained and reducing employees' salaries in excess of 25 percent. Allows the SBA and Treasury Department to jointly modify any date in section 7A(d) consistent with the purposes of the Paycheck Protection Program.

**Section 12: Increased Ability for Paycheck Protection Program Borrowers to Request an Increase in Loan Amount Due to Updated Regulations.**

- Requires the Administrator to release guidance to lenders within 17 days of enactment that allows borrowers who returned all or part of their PPP loan to reapply for the maximum amount applicable so long that they have not received forgiveness. Additionally, this section allows borrowers whose loan calculations have increased due to changes in interim final rules to work with lenders to modify their loan

value regardless of whether the loan has been fully disbursed, or if Form 1502 has already been submitted.

**Section 13: Calculation of Maximum Loan Amount for Farmers and Ranchers under the Paycheck Protection Program.**

- Establishes a specific loan calculation for the first round of Paycheck Protection Program loans for farmers and ranchers who operate as a sole proprietor, independent contractor, self-employed individual, who report income and expenses on a Schedule F, and were in business as of February 15, 2020. These entities may utilize their gross income in 2019 as reported on a Schedule F. Lenders may recalculate loans that have been previously approved to these entities if they would result in a larger loan.
- Applies to PPP loans before, on, or after the date of enactment, except for loans that have already been forgiven.

**Section 14: Farm Credit System Institutions.**

- Allows Farm Credit System Institutions to be eligible to make loans under the Paycheck Protection Program. It also allows for a zero risk weight for Paycheck Protection Program loans and aligns eased requirements for Farm Credit System Institutions with those of other Paycheck Protection Program lenders.
- Applies to any loan made before, on or after enactment including the forgiveness of the loan.

**Section 15: Definition of a Seasonal Employer.**

- Defines a seasonal employer to be an eligible recipient which: (1) operates for no more than seven months in a year, or (2) earned no more than 1/3 of its receipts in any six months in the prior calendar year.
- Applies to any loan made before, on or after enactment including the forgiveness of the loan.

**Section 16: Housing Cooperatives.**

- Extends PPP eligibility to housing cooperatives defined in section 216(b) of the Internal Revenue Code of 1986 and which employ no more than 300 employees.

**Section 17: Eligibility of News Organizations for Loans under the Paycheck Protection Program.**

- Makes eligible FCC license holders and newspapers with more than one physical location, as long as the business has no more than 500 employees per physical location or the applicable SBA size standard; and makes eligible section 511 public colleges and universities that have a public broadcasting station if:
  - The organization certifies that the loan will support locally focused or emergency information.
- Waives affiliation rules for newspapers, TV and radio broadcasters, and public broadcasters, as long as the organization has no more than 500 employees per physical location or the applicable SBA size standard.
- Waives the prohibition against publicly-traded news organizations from being eligible if the business certifies that the loan will support locally focused or emergency content.

**Section 18: Eligibility of 501(c)(6) and Destination Marketing Organizations for Loans Under the Paycheck Protection Program.**

- Expands eligibility to receive a Paycheck Protection Program loan to include the following organizations:
  - 501(c)(6) organizations if:
    - The organization does not receive more than 15 percent of receipts from lobbying;
    - The lobbying activities do not comprise more than 15 percent of activities;
    - The cost of lobbying activities of the organization did not exceed \$1,000,000 during the most recent tax year that ended prior to February 15, 2020 and
    - The organization has 300 or fewer employees.

- Professional sports leagues or organizations with the purpose of promoting or participating in a political campaign or other political activities are not eligible under this section.
- Destination Marketing Organizations if:
  - The organization does not receive more than 15 percent of receipts from lobbying;
  - The lobbying activities do not comprise more than 15 percent of activities;
  - The organization has 300 or fewer employees; and
  - That destination marketing organization is registered as a 501(c) organization, a quasi-government entity, or a political subdivision of a state or local government.

**Section 19: Prohibition on Use of Loan Proceeds for Lobbying Activities.**

- Prohibits any eligible entity from using proceeds of the covered loan for lobbying activities, as defined by the Lobbying Disclosure Act, lobbying expenditures related to state or local campaigns, and expenditures to influence the enactment of legislation, appropriations, or regulations.

**Section 20: Bankruptcy Provisions.**

- Establishes a special procedure in the bankruptcy process if the Administrator determines certain small business debtors are eligible for Paycheck Protection Program loans. It requires court approval for Paycheck Protection Program loans to these debtors and requires any such loan be given a superpriority claim in the bankruptcy process, providing additional protection to taxpayers and participating banks. The provisions in this section would take effect only upon a written determination by the Administrator that certain small business debtors are eligible for Paycheck Protection Program loans and would sunset two years from the date of enactment.

**Section 21: Oversight.**

- Requires the SBA to comply with GAO requests no later than 15 days and requires the SBA to submit a detailed justification to Senate and House Small Business Committees if they are unable to comply with the request. It also would require the Secretary of the Treasury and SBA Administrator to testify within 120 days of enactment of this Act and not less than twice per year for the next two years to the Senate and House Small Business Committees.

**Section 22: Conflicts of Interest.**

- Requires the President, Vice President, the head of an Executive department, or a Member of Congress as well as their spouse that has received a PPP loan to disclose this status at forgiveness or 30 days thereafter. It would also prohibit the covered individuals from receiving a loan in the future.

**Section 23: Commitment Authority and Appropriations.**

- Extends the time of the program to March 31, 2021.
- Sets the authorization level for PPP at \$806.5 billion.
- Separates regular 7(a) and PPP loans to ensure the continued operation of the 7(a) program by setting an authorization level of \$75 billion and clarifies the 7(a) program level and secondary market cap.
- Direct appropriations:
  - \$284.45 billion for PPP, including the following set-asides:
    - Lenders:
      - \$15 billion for PPP loans (initial and second draw) issued by community financial institutions, including community development financial institutions (CDFIs) and minority depository intuitions (MDIs);
      - \$15 billion for PPP loans (initial and second draw) issued by certain small depository institutions.

- Borrowers:
  - \$35 billion for first-time borrowers, \$15 billion of which for smaller, first-time borrowers with 10 or fewer employees, or loans less than \$250,000 in low-income areas;
  - \$25 billion for second draw PPP loans for smaller borrowers with 10 or fewer employees, or loans less than \$250,000 in low-income areas.
- After 25 days, the SBA Administrator may adjust the set-asides as necessary.
  - \$25 million for the Minority Business Development Centers program under the Minority Business Development Agency (MBDA);
  - \$50 million for PPP auditing and fraud mitigation purposes;
  - \$20 billion for the Targeted EIDL Advance program, of which \$20 million for the Inspector General;
  - \$57 million for the Microloan program as described in section 29;
  - \$1.9 billion to carry out sections 26, 27, and 28;
  - \$3.5 billion for the Debt Relief program as described in section 25;
  - \$15 billion for grants for live venues as described in section 24.

**Section 24: Grants for Shuttered Venue Operators.**

- Authorizes \$15 billion for the SBA to make grants to eligible live venue operators or promoters, theatrical producers, live performing arts organization operators, museum operators, motion picture theatre operators, or talent representatives who demonstrate a 25 percent reduction in revenues.
- There is a set-aside of \$2 billion for eligible entities that employ not more than 50 full-time employees, and any amounts from this set-aside remaining after sixty days from the date of implementation of this program shall become available to all eligible applicants under this section.
- The SBA may make an initial grant of up to \$10 million dollars to an eligible person or entity and a supplemental grant that is equal to 50 percent of the initial grant.
- In the initial 14-day period of implementation of the program, grants shall only be awarded to eligible entities that have faced 90 percent or greater revenue loss. In the 14-day period following the initial 14-day period, grants shall only be awarded to eligible entities that have faced 70 percent or greater revenue loss. After these two periods, grants shall be awarded to all other eligible entities.
- Such grants shall be used for specified expenses such as payroll costs, rent, utilities, and personal protective equipment.
- Requires the Administrator to conduct increased oversight of eligible persons and entities receiving these grants.
- Requires the SBA to submit a report to the Senate and House Small Business Committees 45 days after enactment detailing their oversight and audit plan for shuttered venue grants and to provide monthly updates on the oversight and audit activities conducted by the Administrator.

**Section 25: Extension of the debt relief program.**

- Resumes the payment of principal and interest (P&I) on small business loans guaranteed by the SBA under the 7(a), 504 and Microloan programs, established under the CARES Act.
- All borrowers with qualifying loans approved by the SBA prior to the CARES Act will receive an additional three months of P&I, starting in February 2021. Going forward, those payments will be capped at \$9,000 per borrower per month.
- After the three-month period described above, borrowers considered to be underserved—namely the smallest or hardest-hit by the pandemic—will receive an additional five months of P&I payments, also capped at \$9,000 per borrower per month. They include:
  - Borrowers with SBA microloans or 7(a) Community Advantage loans

- Borrowers with any 7(a) or 504 loan in the hardest-hit sectors, as measured by the severity of sector-wide job losses since the start of the pandemic. They include food service and accommodation; arts, entertainment and recreation; education; and laundry and personal care services.
- SBA payments of P&I on the first 6 months of newly approved loans will resume for all loans approved between February 1 and September 30, 2021, also capped at \$9,000 per month.
- If the SBA projects that appropriations provided for the debt relief program are insufficient to fund the extensions provided, the Administrator may proportionally reduce the number of months provided in each extension.
- Clarifies eligibility and increases program integrity:
  - SBA payments should be made on any loan approved before the applicable deadline, and debt relief payments should be made only once the loan is fully disbursed.
  - SBA may establish a minimum loan maturity period for each loan product covered under this section to prevent program abuse.
  - Any business or applicant may only receive P&I payments for only one loan approved after CARES Act enactment.
- Requires that SBA place program information on its website, conduct outreach to all borrowers, report monthly to Congress on program spending, and educate lenders, borrowers, SBA district offices, and resources partners about the program.

**Section 26: Modifications to 7(a) Loan Programs.**

- Increases to 90 percent the loan guarantee on 7(a) loans, including for Community Advantage loans, until October 1, 2021.
- Increases the Express Loan amount from \$350,000 to \$1 million on January 1, 2021, and then reverts permanently to a lower amount of \$500,000 on October 1, 2021.
- The Express Loan guaranty amount for loans of \$350,000 and less is temporarily increased from 50 percent to 75 percent, and for loans above \$350,000 the guarantee remains at 50 percent. On October 1, 2021, the guarantee reverts to 50 percent for all Express Loans.

**Section 27: Temporary Fee Reductions.**

- Waives lender and borrower fees for both the 7(a) and 504 loan programs.

**Section 28: Low-Interest Refinancing.**

- Enhances the 504 refinancing rules in order to create reciprocity for refinancing between 504 and 7(a) programs.
- Grants authority through September 30, 2023 for SBA to establish a 504 Express Loan Program for the most experienced successful 504 lenders to expedite 504 loans of less than \$500,000.

**Section 29: Recovery Assistance under the Microloan Program.**

- Enhances the microloan program to increase access to micro capital and technical assistance under the program for businesses impacted by the COVID-19 pandemic.
- Temporarily increases the amount of time that borrowers can repay their loans from 6 to 8 years.
- Temporarily increases the outstanding aggregate amount each intermediary may borrow from \$6 million to \$10 million to expand their capacity to deploy more capital to small businesses.
- Allows intermediaries to access more technical assistance funding if they serve rural areas.
- Maximizes flexibility and reduces red tape for intermediaries by temporarily waiving the limitations for the technical assistance grants and the 50 percent limitation on pre-loan technical assistance.

- Provides \$50 million in additional funding for Microloan Technical Assistance funding for lenders and \$7 million to leverage about \$64 million more in microloans to businesses.

**Section 30: Extension of Participation in 8(a) Program.**

- Requires Administrator to allow businesses in the 8(a) program to seek an enrollment extension of 1 year.
- Requires rules to be drafted to carry out this section within 15 days.

**Section 31: Targeted EIDL Advance for Small Business Continuity, Adaptation, and Resiliency.**

- Provides additional targeted funding for eligible entities located in low-income communities through the EIDL Advance program from Section 1110 of the CARES Act.
- Makes entities in low-income communities that received an EIDL Advance under Section 1110 of the CARES Act eligible to receive an amount equal to the difference of what the entity received under the CARES Act and \$10,000.
- Provides \$10,000 grants to eligible applicants in low-income communities that did not secure grants because funding had run out.

**Section 32: Emergency EIDL Grants.**

- Extends covered period for Emergency EIDL grants through December 31, 2021.
- Allows more flexibility for the SBA to verify that Emergency EIDL grant applicants have submitted accurate information.
- Extends time for SBA to approve and disburse Emergency EIDL grants from 3 to 21 days.

**Section 33: Repeal of EIDL Advance Deduction.**

- Repeals section 1110(e)(6) of the CARES Act, which requires PPP borrowers to deduct the amount of their EIDL advance from their PPP forgiveness amount.
- Establishes the Sense of Congress that EIDL Advance borrowers should be made whole without regard to whether those borrowers are eligible for PPP forgiveness.
- The Administrator shall issue rules that ensure borrowers are made whole if they received forgiveness and their EIDL was deducted from that amount.

**Section 34: Flexibility in Deferral of Payments of 7(a) Loans.**

- Creates parity between bank-held and secondary market-owned 7(a) loans to seek up to a 1-year deferral.
- Requires SBA to buy back loans if investors refuse to provide the extended deferral unless the SBA determines the extended deferral would cause a positive subsidy for the Secondary Market Guarantee Program.

**Section 35: Documentation Required for Certain Eligible Recipients.**

- Allows more flexibility for the Administration to accept documentation beyond those enumerated in the CARES Act to determine eligibility for sole proprietors and the self-employed.

**Section 36: Election of 12-week Period by Seasonal Employers.**

- Expands the seasonal period to any 12-weeks between February 15, 2019 and February 15, 2020.
- Applies to loans before, on, or after the date of enactment, except for loan for which the borrower has already received forgiveness.



**Section 37: Inclusion of Certain Refinancing in Nonrecourse Requirements.**

- Ensures applicants cannot be held liable if they didn't understand they had recourse against them at the time they took the PPP and EIDL loans after a refinancing.

**Section 38: Application of Certain Terms through Life of Covered Loan.**

- Clarifies that (1) fee waivers; (2) personal guarantee waiver; and (3) deferral eligibility continues past the covered period and attaches for the life of the PPP loan.

**Section 39: Interest Calculation on Covered Loans.**

- Clarifies the interest rate on PPP loans is non-compounding and non-adjustable for all new initial Paycheck Protection Program loans and second draw loans.

**Section 40: Reimbursement for Processing.**

- Provides for PPP lender reimbursement by SBA for new PPP loans.
- Establishes a tiered reimbursement rate for PPP loans: (1) Loans of less than \$50,000 that is equal to the lesser of 50 percent of the loan principal or \$2,500; (2) loans of more than \$50,000 and not more than \$350,000 equal to five percent of the loan principal; (3) loans of more than \$350,000 and less than \$2,00,000 equal to three percent of the loan principal; and (4) loans of more than \$2,000,000 equal to one percent.
- Clarifies lender reimbursement by SBA shall be made no later than 5 days post-disbursement.
- Clarifies PPP borrowers who knowingly retained a loan agent may not pay agent fees out of the PPP proceeds. This applies to PPP loan before, on, or after the date of enactment, including during forgiveness of such loan.

**Section 41: Duplication Requirements for Economic Injury Disaster Loan Recipients.**

- Permits certain EIDL borrowers to also apply for a PPP loan.

**Section 42: Prohibition of Eligibility for Publicly Traded Companies.**

- Excludes publicly traded companies from PPP eligibility.

**Section 43: Covered Period for New PPP Loans.**

- Extends the covered period for all first draw PPP loans through March 31, 2021.
- Applies to loans made before, on, or after the date of enactment, including the forgiveness of such loan.

**Section 44: Applicable Periods for Proration.**

- Clarifies the applicable period for employee's salaries of \$100,000 on an annualized basis as prorated during the period in which compensation is paid or incurred.

**Section 45: Extension of Waiver of Matching Funds Requirement under the Women's Business Center (WBC).**

- Extends CARES Act waiver of WBC matching funds requirement through June 30, 2021.

**Section 46: Clarification of Use of CARES Act Funds for Small Business Development Centers (SBDCs).**

- Clarifies that any awards made under this bill are in addition to and separate from any amounts appropriated under section 21 of the Small Business Act, and any award made under this bill may be used to complement and support such grant. CARES Act funds and annually appropriated funds can be used and tracked together as one funding stream.

- Prioritizes SBDCs impacted by this accounting issue.

**Section 47: GAO Report**

- Requires the GAO to report to the House and Senate Small Business Committees no later than 120 days on the SBA's use of administrative funds made through supplemental appropriations during FY 2020.

**Section 48: Effective Date; Applicability.**

- Clarifies the amendments made by this bill shall take effect on the date of enactment and apply to loans and grants made on or after the date of enactment.

**FY21 Deliberative Session and HB1129 Alternative Meeting Discussion**



## **Important Dates for Local Officials 2021 SB2 MARCH TOWN MEETING CALENDAR**

### **NOVEMBER 2020**

**Monday, November 9, 2020**

First day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the 2021 town meeting. [RSA 675:4; 40:13, VII]

### **DECEMBER 2020**

**Tuesday, December 1, 2020**

Last day for voters to present application to select board to call special town meeting prior to annual meeting if your deliberative session is held on the first Saturday. Petition must be received no later than 60 days before the next annual meeting, so deadline depends on date of First Session. Number of petitioners required depends on size of town. [RSA 39:3; 40:13, III]

**Wednesday, December 9, 2020**

Last day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the March 9, 2021 town meeting. [RSA 675:4; 40:13, VII]

**Wednesday, December 30, 2020**

Last day to post and publish notice for first hearing on January 11 for proposed adoption or amendment of zoning ordinance, historic district ordinance or building code if a second hearing is anticipated. [RSA 675:3, :7]

### **JANUARY 2021**

**Friday, January 8, 2021**

Last day for voters to petition select board to include an article in the warrant proposing a bond governed by RSA 33:8-a. [RSA 40:13, II-a(b)]

**Friday, January 8, 2021**

Last day for governing body to vote to extend polling hours at March 9 elections. [RSA 659:4-a, IV]. (Reduction of polling hours requires vote of legislative body.)

**Monday, January 11, 2021**

Last day to hold first public hearing by Planning Board on proposed adoption or amendment of zoning ordinance, historic district ordinance or building code if a second public hearing is anticipated, since final proposal must be included in warrant and posted by January 25. [RSA 675:3] (See note for January 25. It is strongly recommended that first hearing be held before this date.)



**Important Dates for Local Officials  
2021 SB2 MARCH TOWN MEETING CALENDAR**

**Tuesday, January 12, 2021**

Last day for select board to publish notice of time, place and subject of public hearing on bond or note issue over \$100,000. Hearing must be held at least 15 days but not more than 60 days before First Session. [RSA 40:13, II-a(a); 33:8-a, I]

**Tuesday, January 12, 2021**

Last day for giving notice of January 19 public hearing on annual budget. [RSA 32:5, I; 40:13, II-a (a)]

**Tuesday, January 12, 2021**

Last day for voters to petition select board to include an article in the town meeting warrant, provided that if a petitioned article proposes a bond governed by RSA 33:8-a, the deadline is the preceding Friday, January 8. [RSA 39:3; 40:13, II-a(b)]

**Tuesday, January 12, 2021**

Budget submission date for collective bargaining. Last day to finalize collective bargaining agreement "cost items" for submission to annual meeting. [RSA 40:13, II-a (b); 273-A:1, III]

**Tuesday, January 12, 2021**

Last day to publish notice of January 19 session for correction of the checklist (required on day before opening of candidate filing period). Notice must be posted in 2 appropriate places one of which shall be the town's Internet website, if such exists, or shall be published in a newspaper of general circulation at least 7 days prior to the session. [RSA 654:27; 669:5]

**Thursday, January 14, 2021**

Last day to post and publish notice for last hearing on January 25 for proposed adoption or amendment of zoning ordinance, historic district ordinance or building code. Notice of the time of place of each hearing must be given 10 days prior to the hearing, not including the day notice is posted or the day of the hearing. [RSA 675:7.]

**Saturday, January 16, 2021**

Last day to notify affected landowners if town meeting warrant contains an article to discontinue a highway if the First Session is to be held on January 30. Notice must be given no later than 14 days before First Session. [RSA 231:43; 40:13, III]

**Tuesday, January 19, 2021**

Last day to hold public hearing on annual budget. [RSA 32:5, I and V; 40:13, II-a (c)]

**Tuesday, January 19, 2021**

Last day to hold public hearing on bond or note issue over \$100,000. Hearing can be held no earlier than 60 days before First Session. [RSA 33:8-a, I; 40:13, II-a (c)]



## Important Dates for Local Officials 2021 SB2 MARCH TOWN MEETING CALENDAR

Tuesday, January 19, 2021

Supervisors must hold a session from 7 to 7:30 p.m. to correct the checklist on day before opening of candidate filing period. [RSA 669:5; 654:27]

Wednesday, January 20, 2021

First day for candidates in towns with non-partisan official ballot system to file declarations of candidacy with town clerk. [RSA 669:19; 652:20; 40:13, VII]

Thursday, January 21, 2021

Last day for the official budget committee (if adopted in the town) to deliver copies of the final budget and recommendations to the governing body. [RSA 32:16, IV; 40:13, II-a(c)]

Monday, January 25, 2021

Last day for planning board to hold final public hearing on adoption or amendment of zoning ordinance, historic district ordinance or building code, because any proposed ordinance or amendment must be included in warrant, which must be posted today. **[NOTE: For this reason, it is strongly recommended that the final hearing be held before this date.]** Planning board must also determine final form. An official copy of any final proposal must be placed on file in the town clerk's office not later than the fifth Tuesday before town meeting (town meeting is March 9 fifth Tuesday before is February 2). [RSA 675:3]

Monday, January 25, 2021

Last day for select board to post warrant and budget at all polling places and at clerk's office or town hall. Warrant shall state place, day and hour for each of the two separate sessions. For the Second Session, the warrant shall also state the hour of the election, hour polls open and close, and which items are to be voted on by ballot. [RSA 40:13, II and II-a (d)]

Friday, January 29, 2021

Last day for filing declaration of candidacy with town clerk in towns with non-partisan official ballot system. Town clerk's office must be open at least from 3 to 5 p.m. [RSA 669:19; 652:20; 40:13, VII]

Friday, January 29, 2021

Last day for party caucus to nominate candidates for town office in towns using partisan system. [RSA 669:39; 40:13, VII]

Saturday, January 30, 2021

Earliest date to hold First Session of town meeting. Governing body sets date. [RSA 40:13, III]

**FEBRUARY 2021**



**Important Dates for Local Officials  
2021 SB2 MARCH TOWN MEETING CALENDAR**

**Tuesday, February 2, 2021**

Last day for official copy of final proposal to adopt or amend zoning ordinance, historic district ordinance or building code to be placed on file at town clerk's office. [RSA 675:3, V.] (See entry for January 25 above—must be ready by that date.)

**Saturday, February 6, 2021**

Last day to hold First Session of town meeting. [RSA 40:13, III]

**Saturday, February 20, 2021**

Last day to publish notice, in a newspaper of general circulation in the town, of February 27 session for checklist correction. Notice must be posted in 2 appropriate places one of which shall be the town's Internet website, if such exists, or shall be published in a newspaper of general circulation at least 7 days prior to the session. [RSA 654:27; 669:5; 40:13, VII]

**Monday, February 22, 2021**

Last day to hold public hearing on question of establishing a special revenue fund. Hearing must be held at least 15 but not more than 30 days prior to meeting where question will be voted on. Notice of the hearing shall be posted in at least 2 public places and published in a newspaper at least 7 days before the hearing. [RSA 31:95-d, I (b)]

**Saturday, February 27, 2021**

Supervisors to hold session for correction of checklist for Second Session of annual meeting for no fewer than 30 minutes. No corrections or additions may be made after this session until election day, except as provided in RSA 659:12. [RSA 654:27; 654:28; 669:5; 40:13, II-d, VII]

**Saturday, February 27, 2021**

Last day for town clerk to accept voter registration applications for Second Session of annual meeting. (Voters may register on election day for all town, city, school district and village district elections.) [RSA 654:8; 40:13, VII; 654:27]

**Saturday, February 27, 2021**

Reports of transfer, death and removal of names to be acted on by supervisor of the checklist. [RSA 654:27; 654:36-:37; 654:44]

**MARCH 2021**

**Tuesday, March 2, 2021**

Annual town report with final budget and ballot questions must be available today. [RSA 40:13, II]

**Tuesday, March 2, 2021**

Last day to submit zoning ordinance protest petition to require 2/3 vote at town meeting. [RSA 675:5; 40:13, VII]



## **Important Dates for Local Officials 2021 SB2 MARCH TOWN MEETING CALENDAR**

**Monday, March 8, 2021**

The town clerk's office shall be open to receive applications for absentee ballots, to provide voters the opportunity to complete absentee ballots, and to receive returned ballots on the Monday immediately prior to an election at a minimum from 3:00 p.m. to 5:00 p.m. The clerk may designate a deputy clerk or assistant to provide this service, provided the individual has taken the oath of office and has been trained in the requirements for using an absentee ballot and the procedures for issuing and receiving absentee ballots. [RSA 657:1, II (c)]

**Tuesday, March 9, 2021**

Last day for town clerk to accept completed absentee ballots; clerk, or clerk's designee, must be available at least between 3 and 5 p.m. No absentee ballots may be accepted after 5 p.m. [RSA 669:29; 657:22; 652:20; 40:13, VII]

**Tuesday, March 9, 2021**

Second Session of annual meeting to elect officers, to vote on all questions required by law to be on official ballot, and to vote on all warrant articles from First Session of annual meeting. Voters may register at the polls. [RSA 40:13, VII; 654:7-a]. If new tax collector is elected or appointed, select board audits accounts and issues a new warrant. [RSA 41:36] Votes taken at the second session shall not be reconsidered [RSA 40:13, XV]

**Friday, March 12, 2021**

Last day for any person for whom a vote was cast to apply to town clerk for a recount (to be conducted not earlier than 5 nor later than 10 days after receipt of the application). Town clerk must be available at least between 3 and 5 p.m. to receive application, and must provide at least 3 days' notice of recount date to candidates for that office. [RSA 669:30-:31; 652:20]

**Monday, March 15, 2021**

Select board must appoint town treasurer by today if annual meeting fails either to elect one or to vote to authorize the appointment rather than the election of the treasurer. [RSA 41:27; 41:26-e]

**Tuesday, March 16, 2021**

Last day for 10 voters of a town to petition clerk to recount ballots on any question printed on official ballot. [RSA 40:4-c]

**Friday, March 19, 2021**

Town clerk to forward to select board and treasurer certified copy of any vote to transfer surplus to capital reserve funds within 10 days of such vote. Surplus must be transferred by treasurer to trustees of trust funds immediately after receipt of order of select board. [RSA 35:11]

**Monday, March 29, 2021**





**Important Dates for Local Officials  
2021 SB2 MARCH TOWN MEETING CALENDAR**

Town clerk must report names and addresses of all town officers to commissioner of revenue administration after annual election. There is an ongoing duty to report changes as they occur. [RSA 41:19; Rev 1707.13]

**Monday, March 29, 2021**

Minutes and various reports must be filed with the Department of Revenue Administration within 20 days after the close of town meeting. [RSA 21-J:34]

**APRIL 2021**

**Thursday, April 1, 2021**

Town clerk to send 2 copies of town report to State Library and 1 copy of town report to UNH Library within 30 days. [RSA 41:22; 201-A:18]

**Thursday, April 8, 2021**

Within 30 days after town meeting, town clerk to report on town library to assistant state librarian. [RSA 41:20]

**Thursday, April 8, 2021**

Appointed municipal budget committee members must be named within 30 days after town meeting. [RSA 32:15, II]

**MAY 2021**

**Saturday, May 8, 2021**

Ballots and absentee voting materials for election of town officers at town meeting may be destroyed by the town clerk until the contest is settled and all appeals have expired or at least 60 days after the election, whichever is longer. [RSA 657:16; 657:22; 659:100-:101; 669:25; 33-A:3-a]

## Temporary Optional Town Meeting Procedures—HB 1129

*This year, the legislature has offered us a very interesting Covid-19 alternative to holding an in-person town meeting. Towns (both SB 2 and traditional town meeting) that do not wish to hold in-person annual meetings in 2021 due to Covid-19 may conduct virtual meetings in accordance with this section, at the option of the board of selectmen. Below we have described the details—please let us know if you have questions or would like to discuss pros and cons.*

*It remains legal to hold an in person town meeting just as you have every other year.*

If you choose the virtual meeting, the process is as follows:

I. The selectmen host a live virtual meeting and information session, during which the proposed optional town meeting procedures shall first be outlined and then the warrant articles discussed. There is no provision at this meeting for discussion or debate by others. There is no statutory guidance as to when this must be held. At least 7 days prior to this informational session, notice shall be mailed to all registered voters describing the procedures to be followed for conducting an annual meeting pursuant to this section. After the live, virtual meeting is adjourned, questions and comments from the public shall be solicited and received via electronic mail, voice mail, text message, or by other electronic means. There is no guidance for how to do this or to keep track of the comments. We recommend setting up a designated e-mail address where voters can send comments and making this information available both at the virtual meeting, on the notice sent to the voters before the virtual meeting, and on the town's website.

II. Within 7 days of the information session, the selectmen must hold a second live virtual meeting to consider and address comments received from the public. There is no guidance as to what "consider and address" means, but we recommend discussing each comment received. To the extent that multiple, similar comments are received, they can be grouped for discussion. The selectmen shall then discuss, debate, and be permitted to amend the posted warrant. There is no opportunity for voters to directly amend the warrant articles. The final warrant, as amended, shall then be made available electronically for printing by voters to be brought to the voting session, which shall be scheduled for a date and time to be determined by the selectmen. Again, no guidance is provided as to when this shall take place, but we recommend holding it on the date and time you would normally hold your voting session, or the Saturday after that usual date.

III. Whether your town normally holds an SB2 or traditional town meeting, voting on final warrant articles shall be by secret ballot cast by voters through drive-up procedures to ensure appropriate social distancing. An official ballot will be printed for the election of officers and other items that are required to be placed on the official ballot ("the initial ballot"). All other warrant articles will be printed on a separate ballot ("the alternative ballot"). There is no guidance as to how this drive-up voting is supposed to work, in terms of checking in the voters, providing a place for them to vote, and providing a

place to deliver the ballots. A parking lot is probably the best option. Set up a voter check-in at the designated entrance; allow people to fill out their ballots in their cars; set up a ballot drop box at the designated exit. Of course, you will need to coordinate this with your supervisors of the checklist and your moderator.

IV. The first article on the alternative ballot must ask whether voters approve the optional meeting procedures. If the optional procedures are not approved by a simple majority, all other warrant articles on the alternative ballot shall be deemed disapproved. However, items on the initial ballot will still be effective. If the optional voting procedures are approved, then all other votes on warrant articles on the alternative ballot shall be deemed to be the final action of the meeting. However, if the operating budget warrant article is not approved, the governing body may vote to either:

- (a) Convene a meeting before September 1 to adopt an operating budget; or
- (b) Elect to deem that the meeting has adopted the previous year's operating budget article\*, not including separate warrant articles.

**\*CAUTION:** When this legislation refers to "the previous year's operating budget," that is not necessarily the same as the Default Budget as defined in RSA 40:13 It may be lower.



## NHMA Guidance on 2021 Annual Meeting\*

December 4, 2020

\*This guidance is subject to further update, clarification, and supplemental material. Please visit NHMA's COVID-19 webpage to ensure you are reading the most recent version of our guidance and any supplemental information that may be available.

### HB 1129: "Drive-Thru Voting"

In order to afford local governments the option of holding a virtual annual meeting in 2021, the Legislature adopted [HB 1129](#) (2020 N.H. Laws Chapter 8). The Temporary Optional Town Meeting Procedures of HB 1129, Paragraph 8:3, are set forth at length below, and may be used for either SB2 or "traditional" annual meetings.

The governing body of a town, school district or village district may elect to convene the annual meeting to approve the posted warrant through a two (2) step process. Where that decision is going to be made after the warrant has been posted, and thus the town meeting has been scheduled, the moderator should make a determination under 40:4 that an "emergency" (Covid-19) has "render[ed] use of the meeting location unsafe," and the select board would then exercise the option to conduct a virtual meeting as permitted by HB 1129. All procedures that would normally precede posting of the annual meeting warrant would still be followed as prescribed in RSA chapter 39, RSA chapter 40, RSA chapter 52, RSA chapter 194. When the governing body undertakes to employ HB 1129 to conduct the annual meeting virtually, the regular municipal legal counsel should be consulted.

**Step 1:** First, the governing body must hold two (2) live virtual meetings to inform the voters about the proposed optional meeting procedures, discuss the warrant articles and finalize the warrant content.

Before the first virtual information session is held the governing body shall mail notice to all registered voters at least seven (7) days prior to that first session providing the date and time of the meeting and the virtual meeting access information. This means that each voter shall receive an individually addressed piece of mail, regardless of the number of voters at each address location. The notice must also describe the procedures to be followed for conducting the annual meeting under provisions of HB 1129. The notice will also inform voters that a second virtual meeting will be held by the governing body seven days later. This first information session would be a review of the warrant, article by article. During the first information session, the proposed optional town or school district meeting procedures must also be outlined. The first information session will be conducted by the governing body chairperson or by the moderator. It would be optional whether the first information session would be interactive with members of the public offering comment via online means.

After the first virtual meeting is adjourned, questions and comments from the public shall be solicited and received via electronic mail, voice mail, text message, or by other electronic means. Comments are not restricted to registered voters, but of course the governing body can decide how much weight to give to comments from non-voters.

Within seven (7) days of the first information session, the governing body shall hold another live virtual meeting to consider and address comments received from the public after the first session. At that meeting the governing body shall discuss, debate, and be permitted to amend the posted warrant. This delegates to the governing body the sole authority to put the warrant in final form. Like the first information session, this second virtual meeting could either be conducted by the chair of the governing body or by the moderator. It would also be optional whether the second information session would be interactive with the public participating via online means.

**Step 2:** Second, after the last information session the governing body would make the final warrant available electronically for printing by voters to be brought to the voting session. The final warrant that is provided electronically would be in the nature of a sample ballot. The actual ballot to be used for voting purposes would only be provided to each voter at the drive-up voting session. Although HB 1129 permits the governing body to schedule the date and time of the voting session, ideally the date of the voting session should comply with the date prescribed as the Official Ballot Voting Day as defined in RSA 652:16-g. Therefore, it is recommended that the drive-up voting session for a traditional town or school district meeting would be March 9, 2021 or May 11, 2021. For an SB 2 town or district the drive-up voting session would be on March 9, 2021, April 13, 2021, or May 11, 2021. However, in a town where town elections and school district elections are coordinated, it will be necessary for the town and school district to cooperate, and this may require the drive-up voting session to be held on a different day, especially if the school district is using HB 1129 and the town is not, or vice versa.

Voting on final warrant articles shall be by secret ballot cast by voters through drive-up procedures to ensure appropriate social distancing. For SB 2 municipalities and districts, voting by official ballot for the election of officers and for voting on all warrant articles will proceed as provided in RSA 40:13. In a traditional town or district meeting municipality, an official ballot will be printed for the election of officers and other items that are required to be placed on the official ballot. All other warrant articles will be printed on a separate ballot ("the alternative ballot").

The first article on the SB 2 Official ballot or the alternative ballot shall ask whether voters approve the optional meeting procedures. If the optional procedures are not approved by a simple majority, all other warrant articles shall be deemed disapproved. However, the election of officers and action on other items on the initial ballot will be effective. (Because of an ambiguity in the bill, if an SB 2 town or district does not approve the optional procedures, there is some uncertainty about whether the election of officers would be deemed effective.) If the optional voting procedures are approved, then all other votes on warrant articles shall be deemed the final action of the meeting, provided that if the operating budget warrant article is not approved, the governing body may vote to:

- (a) Convene a meeting before September 1 to adopt an operating budget; or
- (b) Elect to deem that the meeting has adopted the previous year's operating budget article, not including separate warrant articles.

Municipalities or school districts that will be voting on bond articles under the provisions of RSA 33:8 and RSA 33:8-a should plan to consult your bond counsel or the Municipal Bond Bank for any additional procedures that should be followed.

**\*This guidance is subject to further update, clarification, and supplemental material. Please visit NHMA's COVID-19 webpage to ensure you are reading the most recent version of our guidance and any supplemental information that may available.**

### In-Person Annual Meetings & Masks

For those towns that do hold in person deliberative or business sessions, NHMA interprets EO #74 to apply to those meetings, and persons attending those meetings who cannot consistently maintain a physical distance of at least six feet from persons outside their household must wear a mask or cloth face covering over their noses and mouths. Local officials should review [NHMA's guidance on EO#74](#).

### Other Voting-Related Issues

NHMA is pursuing clarification on several other town meeting and election issues. We will keep you updated, and we will also update this guidance if additional clarification or orders/guidance from the state becomes available.

***HB 1129- 8:3 Temporary Optional Town Meeting Procedures; State of Emergency.*** Towns, village districts, and school districts that are unable to hold in-person annual meetings in 2020 or 2021 due to novel coronavirus disease (Covid-19) may conduct virtual meetings in accordance with this section. At the option of the governing body, the town or school district meeting may be convened and proceed to approve the posted 2020 or 2021 warrant in the following fashion:

I. The governing body shall host a live virtual meeting and information session, during which the proposed optional town or school district meeting procedures shall be outlined and warrant articles discussed. At least 7 days prior to this informational session, notice shall be mailed to all registered voters describing the procedures to be followed for conducting an annual meeting pursuant to this section. After the live, virtual meeting is adjourned, questions and comments from the public shall be solicited and received via electronic mail, voice mail, text message, or by other electronic means.

II. Within 7 days of the information session, the governing body shall hold another live virtual meeting to consider and address comments received from the public. The governing body shall then discuss, debate, and be permitted to amend the posted warrant. The final warrant, as amended, shall then be made available electronically for printing by voters to be brought to the voting session, which shall be scheduled for a date and time to be determined by the governing body.

III. Voting on final warrant articles shall be by secret ballot cast by voters through drive-up procedures to ensure appropriate social distancing. In a town or district that uses the official ballot for the election of officers and has not yet held its town or district election, an official ballot will be printed for the election of officers and other items that are required to be placed on the official ballot. All other warrant articles will be printed on a separate ballot ("the alternative ballot").

IV. The first article on the alternative ballot shall ask whether voters approve these optional meeting procedures. If the optional procedures are not approved by a simple majority, all other warrant articles shall be deemed disapproved. However, the election of officers and action on other items on the initial ballot will be effective. If the optional voting procedures are approved, then all other votes on warrant articles shall be deemed the final action of the meeting, provided that if the operating budget warrant article is not approved, the governing body may vote to:

- (a) Convene a meeting before September 1 to adopt an operating budget; or
- (b) Elect to deem that the meeting has adopted the previous year's operating budget article, not including separate warrant articles.

V. In a town or district using the official ballot referendum (SB 2) form of annual meeting that has held its deliberative session but has not yet held its official ballot voting sessions, the governing body may choose to use the drive up procedures in paragraph III for the official ballot voting session, and paragraphs I and II shall not apply.

\*This guidance is subject to further update, clarification, and supplemental material. Please visit NHMA's COVID-19 webpage to ensure you are reading the most recent version of our guidance and any supplemental information that may be available.

**Select Board Resolution on FEMA Maps & Floodplain Zoning Amendment**



# TOWN OF EXETER

## *Planning and Building Department*

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

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

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**Date:** December 14, 2020  
**To:** Russell Dean, Town Manager  
**From:** Dave Sharples, Town Planner  
**Re:** Floodplain Development Ordinance Zoning Amendment

I am moving ahead with the amendments to our Floodplain Development Ordinance and Site Review and Subdivision Regulations as requested by the NH Office of Strategic Initiatives (OSI) and outlined in the enclosed document. I am writing this memorandum to you regarding the request for the Select Board to adopt a resolution. I would request that this matter be placed on an upcoming Select Board meeting for their consideration. As stated in the enclosed documents, the recommended motion would be:

**Pursuant to RSA 674:57, by resolution of the Board of Selectmen all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the County of Rockingham, NH" dated May 17, 2005 and January 29, 2021, together with the associated Flood Insurance Rate Maps dated May 17, 2005 and January 29, 2021, are declared to be part of the Town of Exeter Zoning Ordinance and are hereby incorporated by reference.**

I will be prepared to attend the Select board and present this request and answer any questions they may have.

Thank You.

Enclosures (1)



# Exeter Resolution Language and Ordinance Amendments to Adopt New FEMA FIRM and FIS

**674:57 Flood Insurance Rate Maps.** – *In a municipality which has enrolled in the National Flood Insurance Program (NFIP), special flood hazard areas shall be as designated on flood insurance rate maps issued by the Federal Emergency Management Agency. Amendments to the flood insurance rate maps shall apply to local floodplain ordinances upon their adoption by resolution of the local governing body of a municipality and shall require no further action by the local legislative body. Map amendments are subject to appeal by owners and lessees of affected real property under 44 C.F.R. 67.5.*

*Source. 2006, 176:2, eff. May 25, 2006.*

1. Pursuant to RSA 674:57 above, the municipality's governing body must adopt a resolution at a scheduled meeting to officially adopt the new FEMA maps and study. Since some of the town's current May 17, 2005 maps will remain in effect, the town will need to adopt the new January 29, 2021 in addition to the remaining May 17, 2005 maps. The following is suggested resolution language:

Pursuant to RSA 674:57, by resolution of the Board of Selectmen all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the County of Rockingham, NH" dated May 17, 2005 and January 29, 2021, together with the associated Flood Insurance Rate Maps dated May 17, 2005 and January 29, 2021, are declared to be part of the Town of Exeter Zoning Ordinance and are hereby incorporated by reference.

2. Once the above resolution language is adopted, the following sections of the Zoning Ordinance should be revised as follows (~~delete text~~ and ~~add text~~):

## 3.2 ZONING MAP

Said districts are bounded as shown on the map entitled, "Zoning Map of the Town of Exeter," adopted March 6, 1973, as amended, and certified by the Town Clerk which accompanies and which, with all explanatory matter thereon, is hereby made a part of this ordinance. The Flood Hazard Area and Regulatory Floodway, as delineated on the Flood Insurance Rate Maps ~~and Floodway Maps~~ for Exeter, New Hampshire, dated ~~May 17, 1982~~ ~~May 17, 2005 and January 29, 2021~~, as prepared by the Federal Emergency Management Agency-Federal Insurance Administration, and as amended, shall become a part of the Zoning Map as previously described. When a property is located in a Flood Hazard Area, all new construction and substantial improvements shall conform to the requirements herein and of the Subdivision Regulations, Site Plan Review Regulations, as well as those for the underlying zone. (See Record of Amendments for summary of map revisions.)

## 9.4 FLOODPLAIN DEVELOPMENT ORDINANCE

**9.4.2** The following regulations in this ordinance shall apply to all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the county of Rockingham, NH" dated May 17, 2005 ~~and January 29, 2021~~, together with the associated Flood Insurance Rate Maps, dated May 17, 2005 ~~and January 29, 2021~~ which are declared to be a part of this ordinance and are hereby incorporated by reference.

3. Once the above two steps are completed, a certified copy of the resolution, which must be signed by the governing body members and dated, and a certified copy of the town's entire floodplain ordinance with the new maps and study dates included, must be submitted to the below contact person at NHOSI **no later than two weeks before January 29, 2021.**

Any questions or further assistance, please contact:

Samara Ebinger

NH Office of Strategic Initiatives - Floodplain Management Program

107 Pleasant Street, Johnson Hall 3<sup>rd</sup> Floor, Concord, NH 03301

[samara.ebinger@osi.nh.gov](mailto:samara.ebinger@osi.nh.gov)

603-271-1755



CHRISTOPHER T. SUNUNU  
GOVERNOR

## STATE OF NEW HAMPSHIRE

### OFFICE OF STRATEGIC INITIATIVES

107 Pleasant Street, Johnson Hall

Concord, NH 03301-3834

Telephone: (603) 271-2155

Fax: (603) 271-2615

DIVISION OF PLANNING

DIVISION OF ENERGY

[www.nh.gov/osi](http://www.nh.gov/osi)

September 24, 2020

Mr. Niko Papakonstantis  
Town of Exeter Select Board Chair  
10 Front Street  
Exeter, NH 03833-2737

Dear Mr. Papakonstantis,

I am following up regarding the new Rockingham County FEMA Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) that will become **effective on January 29, 2021**. The new maps and FIS are available now through FEMA's Map Service Center ([msc.fema.gov](http://msc.fema.gov)) under the Pending Products section. FEMA will also be sending you a hard copy set closer to the effective date.

It is very important for your municipality to review, understand, and implement the below required tasks to remain in good standing in FEMA's National Flood Insurance Program (NFIP). As the NFIP Coordinating Office for New Hampshire, the Floodplain Management Program staff at the NH Office of Strategic Initiatives (NHOSI) is available to assist your municipality and answer questions regarding this process and the new FIRMs and FIS.

As part of FEMA's mapping process, all NFIP communities must have compliant floodplain regulations and must adopt the new FIRMs and FIS prior to them becoming effective. I have detailed below what your municipality must do to have compliant regulations and what must be done to adopt the new FIRMs and FIS **no later than two weeks before January 29, 2021**. Once NHOSI staff receives the municipality's required documentation, we will review and submit it to FEMA for their review and approval.

#### **Amendments to Subdivision and Site Plan Review Regulations**

- I have emailed you the amendments that are being requested for the Planning Board to adopt in the municipality's subdivision and site plan review regulations.
- Please adopt and revise these regulations and send a certified copy of the applicable sections of these regulations to my attention **no later than two weeks before January 29, 2021**.

#### **Board of Selectmen Resolution to Adopt New FEMA Maps and Study**

- I have emailed you the information and process needed for the Board of Selectmen to adopt the new FIRMs and FIS.
- The adoption of the new FIRMs and FIS must be completed and a certified copy of both the resolution and the floodplain ordinance with the necessary updates to the new FIRMs and FIS date references must be submitted to my attention **no later than two weeks before January 29, 2021**.

Please let me know by email (samara.ebinger@osi.nh.gov) or phone (603-271-1755) if you have any questions or need any assistance. I will be checking in periodically to check on your community's progress in meeting these deadlines.

Upcoming Webinar Series

As a reminder, NHOSI will be holding the first webinar of a four-part series for community officials **next Tuesday, September 29, 2020 from 10 to 11:30 am** called *Flood Maps are Changing: What That Means for your Community*. I contacted you via email on September 9<sup>th</sup> with details about the series. If you need me to resend the details, please let me know. During the first webinar, we will be discussing the map adoption process I outline above, and other topics related to the changing maps.

Sincerely,

A handwritten signature in cursive script that reads "Samara Ebinger".

Samara Ebinger

Principal Planner  
NH Floodplain Management Program  
NH Office of Strategic Initiatives, Division of Planning

cc: Russell Dean, Exeter Town Manager  
David Sharples, Exeter Town Planner

**Solar Array Proposal for Cross Road Landfill**



# TOWN OF EXETER

## *Planning and Building Department*

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

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

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**Date:** December 30, 2020

**To:** Russell Dean, Town Manager

**From:** Dave Sharples, Town Planner

**Re:** Solar Array Development at Cross Road landfill

As you and the Select Board are aware, the town issued a Request for Proposals (RFP) for the development of a solar array at the site of the town's capped landfill on Cross Road. The town received two responses to the RFP. One from Revision Energy and the other from New England Solar Garden and I have enclosed both proposals.

After receiving the proposals, I put together an interview panel that consisted of myself, Lewis Hitzrot from the Energy Committee, Kristen Osterwood from the Sustainability Committee, and Jen Mates and Jay Perkins from DPW. The panel interviewed both firms and found both to be well qualified to be the town's partner on this exciting endeavor. The panel did recommend that we work with Revision Energy to determine the best path forward for the project. While the panel thought that either firm would be an excellent partner, Revision Energy offered an interesting option regarding the town owning the facility that I will go into a bit more detail below.

Revision Energy has proposed two different options the town could pursue. One option would be for the town to lease the land to a developer who would finance, construct, and maintain the array for an initial time of 25 years with four (4) 5-year extensions. This option is described starting on page 10 as Path 1 in Revision's attached proposal. As you will note from Table 1, Revision Energy estimates that this proposal would result in a total of \$473,249 of revenue to the town after the first 25 years and ultimately up to \$692,355 at year 40 if three of the four (4) 5-year options are exercised.

The second option described on page 12 of the proposal is for the town to maintain direct ownership of the solar array. The interview panel was very intrigued by this potential pathway and asked several follow up questions as outlined in the enclosed email. The panel was particularly interested in how Revision Energy arrived at the assumptions in Table 2 that shows that the direct ownership option would be cash positive from the first year the array is operational. Under this option, the town would finance the array at an estimated cost of \$3.62 million dollars.

As you will note from Table 2, Revision Energy estimates a positive cash flow from year one on with estimated revenue totaling \$1,786,563 after year 25 and up to \$6,588,506 at year 40. These assumptions include that the town sells the renewable energy certificates for the first 15 years, issues a 20-year bond and utility rates escalate on a

pace of 2.5% each year. The expense side includes the estimated annual operations and maintenance costs and this figure assumes that these services would be contracted out and not done by town employees. One item that is not included is insurance and I contacted Primex and they told me that the yearly insurance cost would be approximately \$2,025. Even adding this to the expense side stills shows the project as cash positive from year one.

The panel, in consultation with the Town Manager, felt the next step was to bring both options forward to the Select Board for discussion. It is important to note that both options appear to require a vote of the legislative body. We are seeking input from the Select Board on the best path forward.

I will be in attendance along with other members of the interview panel at the Select Board meeting to answer any questions the Board may have. Ned Reynolds from Revision Energy will also be present to provide an overview of both proposed options and be available for questions.

Thank You.

Enclosures (3)



RECEIVED

NOV 20 2020

EXETER PLANNING OFFICE

November 19, 2020

Town of Exeter  
Dave Sharples, Town Planner  
10 Front Street  
Exeter, NH. 03833

Dear Mr. Sharples,

New England Solar Garden Corp. is pleased to present this response to the Request for Proposal issued by the Town of Exeter for the lease of Town Property, for the purposes of the installation of a solar farm.

Please find enclosed our proposal that includes two opportunities for the Town of Exeter. Currently, state regulations limit the size of a project under the net metering laws to 1MW AC. Your site has the area to support a project up to 1.75MW AC. A new program under formation now is the Community Choice Aggregation program, spearheaded by CPNH, (Community Power New Hampshire). This program will allow the full 1.75MW AC project to be built, but until the rule making is complete, and power contracts are available under this program, we cannot commit to this larger size. We have confidence that during the permitting process of this project, this rule making will be completed and we could then commit to the larger size. During this rule making period, would proceed with permitting based on the larger size, and if in the event the program did not materialize, we would proceed with the construction of the 1MW AC project under the current net metering program.

Please feel free to contact me with any questions regarding our proposal. We look forward to hearing from you.

Regards,

A handwritten signature in black ink, appearing to read 'Clarke J. Fenner'.

Clarke J. Fenner  
President/CEO

New England Solar Garden Corp.



# “Proposal for the lease of Town of Exeter Property” Community Solar Array

*Presented to*

Dave Sharples, Town Planner

10 Front Street

Exeter, NH 03833



Capped Landfill, Cross Rd & Kingston Rd, Exeter, NH

*November 18, 2020*

*Presented by*



**TABLE OF CONTENTS**

Executive Summary ..... 3

Section 1. Organizational Profile ..... 5

    1.1. New England Solar Garden, Corp..... 5

    1.2. Nobis Engineering..... 6

Section 2. Project Summaries ..... 7

    2.1. Locally Grown – New Hampshire Experience ..... 7

Section 3. Proposal for the lease of Town of Exeter Property for a Community Solar Garden ..... 11

**Additional information:** NESG Statement of Qualifications & Experience resume *(upon request)*

Milton Landfill Solar

Milton, NH



Milton NH Landfill installed by NhSolarGarden in 2016 – Largest solar project in the State of NH,  
1<sup>st</sup> landfill approved by NH DES in NH



## EXECUTIVE SUMMARY

### Innovative Solution

New England Solar Garden Corp. (NESG), has become the leader in Community Solar development in the State with the largest portfolio of projects built and/or fully permitted. While also being the first and only company to permit & build the largest solar project in NH AND on a landfill. By partnering with Nobis Engineering, we collectively draw on over 20 years of solar experience to present our customers with an honest assessment of the best solar solutions for their community. Within this large portfolio of NH projects, NESG has investigated many landfill sites around New Hampshire and because of that, we have a wealth of information about the challenges faced with installed ground mounted solar projects at these locations.

For the Town of Exeter, we propose to lease the closed landfill parcel (approximately eight (8) acres of land) located off Cross Rd and Kingston Rd (NH RT 111 Exeter, NH, for the purpose of installing ground mounted solar electric energy generation systems, owned operated and managed by NESG or affiliates, with an associated land lease and tax PILOT agreement with the Town of Exeter. **The benefits to the Town of Exeter are;**

- Create a new source of revenue for the Town of Exeter totaling \$7500 per MW AC a year and maximize the value of the currently underutilized land.
- NESG would lease the land for 25 years with (4) 5 year extensions
- The array will produce an estimated 1,800,000 kilowatt hours (kWh) per MW of installed capacity.
- This type of use will create the least amount of impact on municipal services and the land itself.
- The Town of Exeter will have the option to participate in the Solar Rebate program under our standard PPA or community solar program allowing the Town to save money on electricity costs. These are not a requirement but provide additional revenue to the Town.

This project will bring economic and environmental value and other solar energy benefits to the Town of Exeter.

#### ☉ Town of Exeter Solar Garden Details:

- NESG requests a 20 year PILOT with the Town of Exeter – Payment In Lieu Of Taxes
- We estimate total system capacity at up to 1 Megawatt Ac or 1.35 Megawatts DC of fixed tilt solar arrays facing 180 degrees (south facing) and interconnected with Eversource distribution lines on Cross and Kingston Rd.
- The array is estimated to produce up to an estimated 1,800,000 kilowatt hours (kWh) of installed capacity.
- The only cost to the Town of Exeter is the legal review of the land.
- The solar array proposed for the Town of Exeter is not dependent on any outside grants or PUC rebates. They are funded only by utilizing the Federal Tax Credit (ITC), Power Purchase Agreements and Renewable energy credits.

### Significant Local Experience

- ☉ Over 10 years of regional solar experience
- ☉ 30+ MWs in operation throughout NH & MA
- ☉ Over 80 MWs of Community Solar Gardens in Maine under development
- ☉ Over 20 MWs in construction, at NTP or in late stage development in MA
- ☉ 135+ MWs in early to mid-stage development in NH, 8 MWs in construction & 16 MWs nearing NTP
- ☉ 1<sup>st</sup> Community Solar Garden fully permitted in NH
- ☉ Over 20,000,000 kWhs of group member approvals by the State of New Hampshire
- ☉ NECSS has over 18 years solar construction experience in New Hampshire, Vermont and Massachusetts



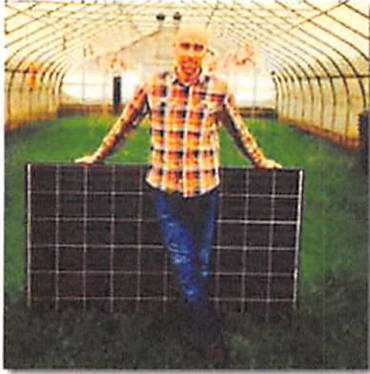
- ☀ Nobis Engineering is a 28 year old firm and has worked on numerous solar projects in New Hampshire, ranging from landfill to greenfield projects, always with a focus on protecting land owner's property.

Clemishaw Farm  
Marion, MA



## SECTION 1. ORGANIZATIONAL PROFILE

### 1.1. New England Solar Garden, Corp.



NESG was born out of NhSolarGarden.com, which is a New Hampshire-based company that provides solutions to the growing, economic, social, and health issues through the use of solar energy and sustainable development. NESG was created to provide common sense solutions to the challenges that we face on a local and global level. It is the first company in New Hampshire to offer group net metering, which lets off-site users benefit from energy created from a solar power array. Andrew Kellar (*pictured left*), a businessman who focuses on alternative energy, founded the NhSolarGarden.com company.

Mr. Fenner is the founder and CEO and Co-Founder of NESG. His business experience began over 30 years ago in the international semiconductor equipment industry with many successful sales and management roles with both large and small startup companies. As a career move, he moved to Wall Street and the investment banking world to gain experience in the finance world and then into a Geothermal 3<sup>rd</sup> party ownership firm. Eventually transitioned his financial, sales and management skills to target the Massachusetts SREC program by forming Stellar Energy LLC and in 3 short years developed over 12 MWs that are up and running. Mr. Kellar, of Portsmouth, has long been interested in alternative energy. He's a co-founder of the Green Alliance and also launched — then later sold — Simply Green Biofuels. He also is a former entrepreneur-in-residence at the University of New Hampshire. During his 8 years in the solar industry, he developed over 10 MWs of Community Solar projects, opened up the New Hampshire market and created the largest development firm, under the NhSolarGarden.com name before merging into NESG.

Mr. Kellar (SVP of Project Development and Co-Founder) and Mr. Fenner have developed 25+ MW of solar in their 9-year tenure in the solar industry. Among those distinguished accomplishments is the 1<sup>st</sup> and largest community-based landfill solar project in the State of New Hampshire, the largest rooftop solar array in New Hampshire, which was partly funded through a competitive Commercial and Industrial rebate program. They also developed the largest rooftop array on Cape Cod Massachusetts and have currently founded the first company in New Hampshire to install a community solar garden under the newly formed Group Net Metering program. The NESG team currently has 135+ MW of community solar gardens in the early to mid-stages of development and anticipated deployment in Q4 2020 forward.

As of September 2019, Michael Redding ([click here](#) for his bio), Director of Engineering & Operations has joined the team along with Lillian Fenner, Project Manager. With over 25 years of engineering in house, licenses in ME, NH & MA, the NESG team has evolved to be a full service, boutique development company.





## 1.2. Nobis Engineering



Nobis Engineering, Inc. (Nobis) was founded in 1988 by Nannu Nobis, PE, LSP, to address a need for providing high-value integrated engineering and consulting services with a personal commitment to each client.

Over the years, the Nobis team's success in meeting client goals and building solid relationships in the local communities has enabled the firm to grow in size, service areas, and project capabilities.

Today, Nobis is comprised of more than 110 professionals, with offices in: Concord, NH; Lowell, MA; Germantown, MD; Waterbury, CT; and Alexandria, VA.

Nobis is a certified Disadvantaged Business Enterprise (DB E) and Minority-owned Business Enterprise (MB E) in multiple states.

### Key Personnel

**Mr. Clarke Fenner**, NESG – CEO

Project Role – Primary Contact

(603) 396-9692

Clarke@nesolargarden.com

36 Maplewood Ave

Portsmouth, NH 03801

**Mr. Andrew Kellar**, NESG – SVP of Project Development

Project Role – Secondary Contact

(603) 817-1175

Andrew@nesolargarden.com

36 Maplewood Ave

Portsmouth, NH 03801

Signature

Clarke Fenner

11/18/20

No Town of Exeter officials or employees are related to any of the key personnel stated above

## SECTION 2. PROJECT SUMMARIES

### 2.1. Locally Grown – New Hampshire Experience

Our team's New Hampshire roots extend back many years both in Solar and Engineering. NESG was founded in NH and based in Portsmouth. Mr. Kellar and Mr. Fenner have been involved in developing the solar industry and solar legislation in the state for several years and have played a critical role in developing Community Solar projects in New Hampshire.

Our list of satisfied New Hampshire landfill & sensitive clients includes (but not limited to):

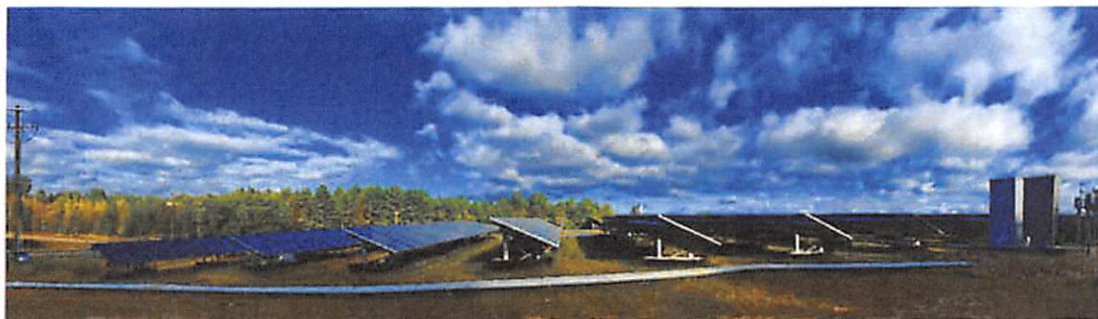
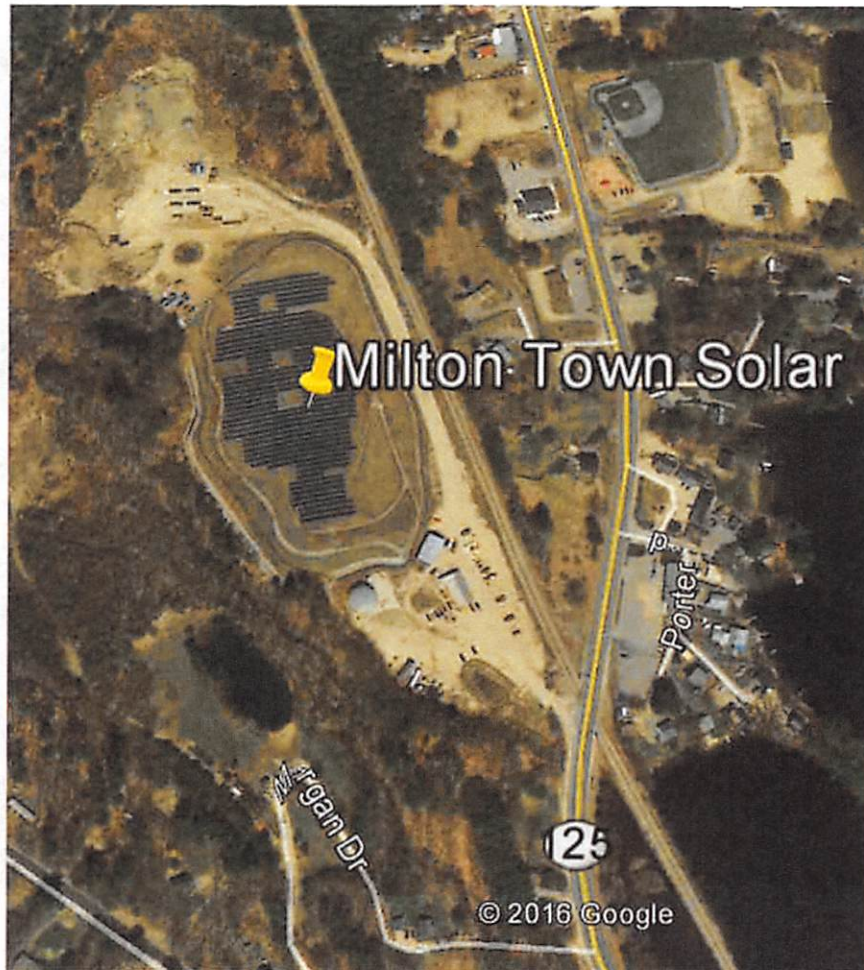
- ☀️ Town of Milton, landfill
- ☀️ Town of Hillsboro, landfill
- ☀️ ReEnergy, recycling center
- ☀️ Town of Franklin, multiple sites
- ☀️ Town of Conway, open and closed landfill
- ☀️ Town of Farmington, landfill
- ☀️ Town of Milton, landfill
- ☀️ Cardinal Landfill trust in Farmington
- ☀️ Laconia Town Landfill

#### Old Hanna Cranberry Property

Kingston, MA

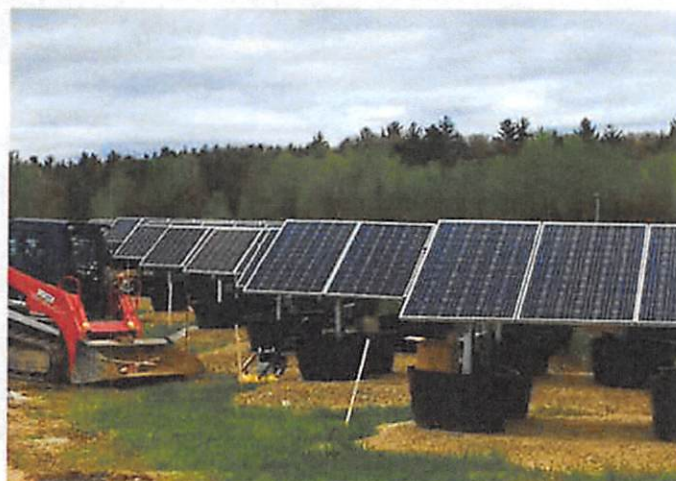
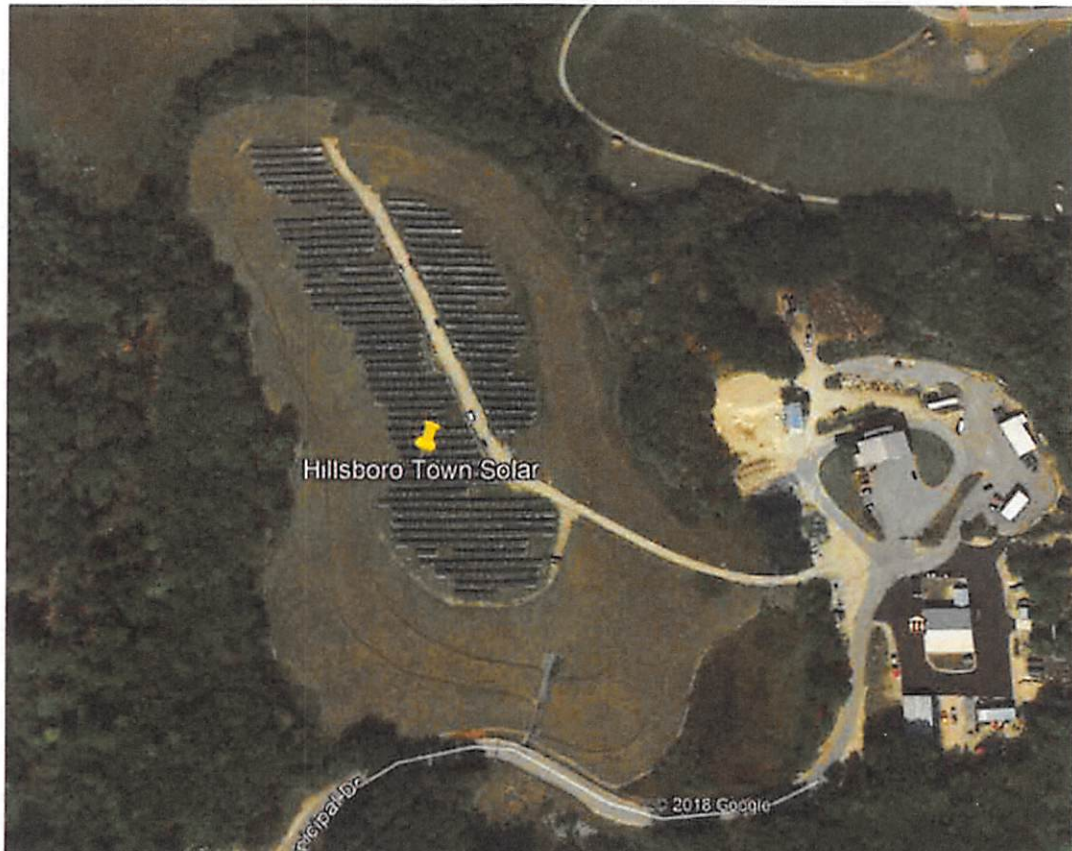


Town of Milton - Landfill  
Milton, RH





**Town of Hillsboro – Landfill (2018 completion of construction)  
Hillsborough, NH**



Town of Franklin site behind WWTP  
Franklin, NH





**SECTION 3. PROPOSAL FOR THE LEASE OF TOWN OF EXETER PROPERTY**

We propose pursuing the following strategies **at NO CAPITAL COST to the Town of Exeter:**

**Community Solar Garden**

Through a NESG Solar Land Lease and Solar PILOT agreement along with a Solar Rebate PPA & traditional PPA agreement (optional), the Town of Exeter can achieve the greatest value and benefit from solar power without directly owning, financing, maintaining, insuring or otherwise managing the system. We will provide through our agreements with the Town of Exeter, a PV system, including all panels, inverters, wiring, metering and controls at our expense and we will design and engineer the systems to maximize the power generating capacity at the site thus providing the highest and best economic benefit to the Town of Exeter. ***Under this proposal, this project is not contingent upon any RGGI or other competitive grant or PUC rebate funding.*** Our projects are strictly funded through third party ownership and by utilizing the Federal Investment Tax Credit. All responsibilities and costs for development and installation, including taxes, insurance, maintenance (typical operational schedule to include 2-3 mowings per year and annual electrical inspections) and management of our community solar gardens are solely at our expense and not the Town of Exeter.

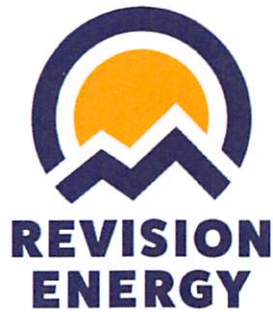
Benefits include:

- ☉ The Town of Exeter would receive an annual land lease payment for the next 25 years
- ☉ NESG would pay a fixed PILOT payment to the Town of Exeter for the equipment installed on the parcels
- ☉ Optional electricity cost savings to the Town of Exeter through PPA with NESG

<b>Solar Lease, PILOT and PPA Analysis</b>		
<b>System Sizes</b>	<b>1 MW (Net Metered Program)</b>	<b>1.75 MW AC (CCA Program)</b>
<b>Estimated Annual Production</b>	~1,800,000 kWh	~3,150,000 kWh
<b>State Funding Used</b>	\$0	\$0
<b>Financing Method</b>	3 <sup>rd</sup> party ownership	3 <sup>rd</sup> party ownership
<b>Upfront Investment</b>	\$0	\$0
<b>Terms</b>	25 years, with four 5-year extension options	25 years, with four 5-year extension options
<b>Annual Land Lease payment to Town</b>	\$7,500/MW AC	\$13,125/1.75MW AC
<b>Annual PILOT tax payment to Town</b>	\$3,500	\$6,125
<b>Annual estimated energy savings (PPA)</b> (assuming Town can consume all the power from the Solar arrays)	\$9,000	\$15,750

Impact to the Land:

- ☉ All equipment will be installed on top of the soil using products specifically designed for installation on top of capped landfills so as not to damage or impact the landfill cap. No soil penetrations will be made.
- ☉ Design will be approved prior to commencement of construction by NH DES who will also monitor during construction to ensure that no damage occurs to landfill cap



# Proposal for the Town of Exeter

*Solar Installation at Cross Road Landfill*

November 19, 2020

ReVision Energy Inc.  
An Employee-Owned Solar Company  
Brentwood & Concord, NH  
[www.ReVisionEnergy.com](http://www.ReVisionEnergy.com)  
(603) 679-1777

Certified



Corporation





## Table of Contents

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### *Proposal and Qualifications*

Cover Letter and Project Narrative	5
Company Overview	16
Design, Engineering and Procurement	19
Permitting and Utility Interconnection	19
Site Mobilization and Installation	21
Operations and Maintenance	22
Solar Financing Capabilities	23
Energy Storage Systems	24
Educational Engagement Offerings	25
Policy Engagement	26
Community Investment	27
Industry & Community Associations	28
Key Personnel	30

### *Sample Projects Portfolio and Appendix*

Project references	36
City of Keene Municipal Solar Portfolio	38
Kennebec Sanitary Treatment District PPA	39
Town of Hanover Water Department and Portfolio	40
Nashua Municipal & School District Portfolio	41
City of Dover - Dover School District Portfolio	42
City of South Portland Landfill	43
Midcoast Regional Redevelopment Authority (MRRA)	44
Dartmouth College Campus Conversion	45
Appendix	46





## Cover Letter and Project Narrative

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November 19, 2020

Dave Sharples  
Town Planner  
Town of Exeter  
10 Front St.  
Exeter, NH 03833

Dear Mr. Sharples,

ReVision Energy, New Hampshire's local employee-owned solar company and a top-ranked solar installer in New England<sup>1</sup>, is pleased to provide this proposal for the development of a solar array on the 22.5 acre Town parcel located at the end of Cross Road in Exeter. We applaud the Town of Exeter for its commitment and proactive approach to improving the efficiency and reducing the environmental impacts of its energy use and production in Town, through the cooperative efforts of the Town's Board of Selectmen, Planning Department, Public Works Department, advised by an active and engaged volunteer Energy Committee. The Town's closed landfill is a tremendous potential resource for harvesting solar energy, and ReVision Energy is pleased to provide this analysis and proposal for how the Town could best capitalize on it. The contemplated project is an exciting opportunity for the Town to partner with a local solar energy company that has a long track record of success with similar projects, and distinguish itself as a leader among cities and towns in New Hampshire by producing nearly as much renewable electricity in this location as all Town facilities use each year.

Having studied the Town's recently completed Municipal Operations Greenhouse Gas Emissions Inventory Report, we understand the Town's multiple complementary objectives of reducing long-term energy costs for the Town while becoming more resilient to the impacts of climate change and reducing the Town's contribution to it. These objectives are shared, and are being met, by the dozens of other New Hampshire municipalities and hundreds of private businesses and nonprofits for whom ReVision has installed solar projects since 2003. We would be honored to bring our experience to bear as Exeter's trusted partner in its clean energy transition.

This cover letter and project narrative describes the 1.75 Megawatt (MW) array ReVision Energy proposes to install in 2021 on the capped landfill. Although the proposal design and financials are indicative, in keeping with the RFP, they are based on our:

1. Direct knowledge of the Exeter Town site from satellite, GIS, and on-the-ground inspection
2. Extensive experience meeting local, state, and federal permitting requirements for ground-mounted solar arrays in NH, including capped landfills;
3. Detailed knowledge of current and experienced insight into likely future state & federal solar regulations and incentives, including net energy metering, wholesale power generation, state rebates,

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<sup>1</sup> ReVision Energy has been listed one of Solar Power World's "Top 500 North American Solar Contractors" each year since 2014 and the #1 Rooftop Solar Installer in New England each year since 2017





federal tax credits and depreciation, and the solar investor financial market

4. Close collaboration with the utility company Unitil on interconnection design, budgeting, study, and approval of PV systems of similar size and complexity
5. ReVision's unmatched experience designing, engineering, permitting, installing, and financing solar for municipal utilities and similar sites throughout NH

As detailed in the Proposal Overview, ReVision Energy is pleased to offer two paths to the construction of a 1.77 MW solar array on the closed Cross Road landfill. One path would be directly responsive to the RFP's "ask" for a lease of the land, as well as a PILOT on the value of the solar array, that would bring the Town a revenue stream of starting at over \$10,500 annually and nearly \$750,000 in total during the 40 year expected life of the array, with very little risk.

Under this option, ReVision and our mission-aligned investor partner would take full responsibility for the design, permitting, construction, interconnection, operation, maintenance, and decommissioning of the solar array while the Town would simply lease the land and agree to subscribe its entire municipal load to the array, under a Group Net Metering agreement established in accordance with NH Public Utilities Commission rules. Such an agreement would NOT prevent the Town from continuing to seek the lowest competitive electricity supply rates for its load.

The other path, which we offer because we always want to help our customers realize maximum value from their decision to "go solar", would be a bond-financed turnkey purchase of the array. Under a set of reasonable assumptions about future utility rates and Renewable Energy Certificate values that we will be happy to describe, a 20 year bond (at 2.75% interest rate) would be cash-positive from Year 1. More specifically, the Town would realize combined annual revenue from the sale of net-metered electricity to Unitil and Renewable Energy Certificates on the New England REC market (net of annual O&M expenses and REC Management fees) of over \$250,000, exceeding annual bond payments of ~\$235,000 by nearly \$15,000 in the first year, with the delta growing thereafter. Owning the generation asset outright would bring the Town net revenue of nearly \$570,000 by Year 20, earn a 5.2% internal rate of return over the 25 year warranty period on the solar panels' production, and net revenue of nearly \$6.6M through the 40 year expected life of the equipment.

Beyond just installing solar panels, ReVision prides itself on building collaborative and mutually beneficial long-term relationships with our clients by investing in the communities where we live and work. With our choice in 2011 of Brentwood as the site for our New Hampshire office and operations warehouse -- currently the employment base for over 60 co-owners -- our commitment to the Seacoast region goes back a full decade. 26 ReVision co-owners live in Exeter or one of its neighboring towns of Brentwood, E. Kingston, Hampton Falls, Kensington, Kingston, Newfields, and Stratham. We've been a member of the Exeter Area Chamber of Commerce from the outset, receiving numerous awards and hosting networking breakfasts and after-hours events. Our colleague and co-owner Nate Swasey's grandfather donated the land for the Swasey Parkway. Amy Farnham volunteers on the Energy and the Budget recommendation committees, and has also worked with students exploring options for solar on the Town's schools. NH-based co-founder Dan Clapp serves on the board of the Southeast Land Trust. The lead Systems Design Engineer & Commercial Project Manager in our Liberty, Maine office, Hans Allbee is a Philips Exeter Academy graduate.

But when it comes to the all-important business of actually installing solar panels, we're certainly proud to point to a steadily expanding portfolio of solar projects operated by ReVision and our local impact investors



on behalf of area towns and nonprofits. Over the past 5 years, we've earned competitive RFP awards and independent selections to install large-scale solar PPA projects for the City of Dover, the Towns of Brentwood, Stratham, Newfields, Nottingham, Lee, Durham, and the Dover and Oyster River School Districts, and far more across the state of New Hampshire. Here in Exeter alone, we have installed over 50 residential solar arrays, along with these commercial or institutional clients:

- Exeter Lumber
- The downtown Exeter Swampscott Block
- Philips Exeter Academy's new fieldhouse, the largest rooftop array in the state at the time (a bar we've since raised several times with other projects).
- Avesta Housing Exeter
- Exeter Housing Authority
- Russman Law firm in downtown Exeter

In each case, ReVision has been pleased to offer ongoing community and educational enrichment opportunities that range from working with children and youth in STEM applications to delivering community presentations on energy/environment to sponsoring local nonprofits. We also provide real-time solar monitoring solutions for community members online, often paired with attractive displays and EV charging at Town Hall.

As a 20-year Seacoast resident, I want to personally thank the Town of Exeter for taking the initiative to lower its energy costs on behalf of all residents while setting a strong example of environmental stewardship for the state. On behalf of my 260 co-owners at ReVision, we would be honored to partner with Exeter in pursuit of your worthy goals in 2021 and beyond.

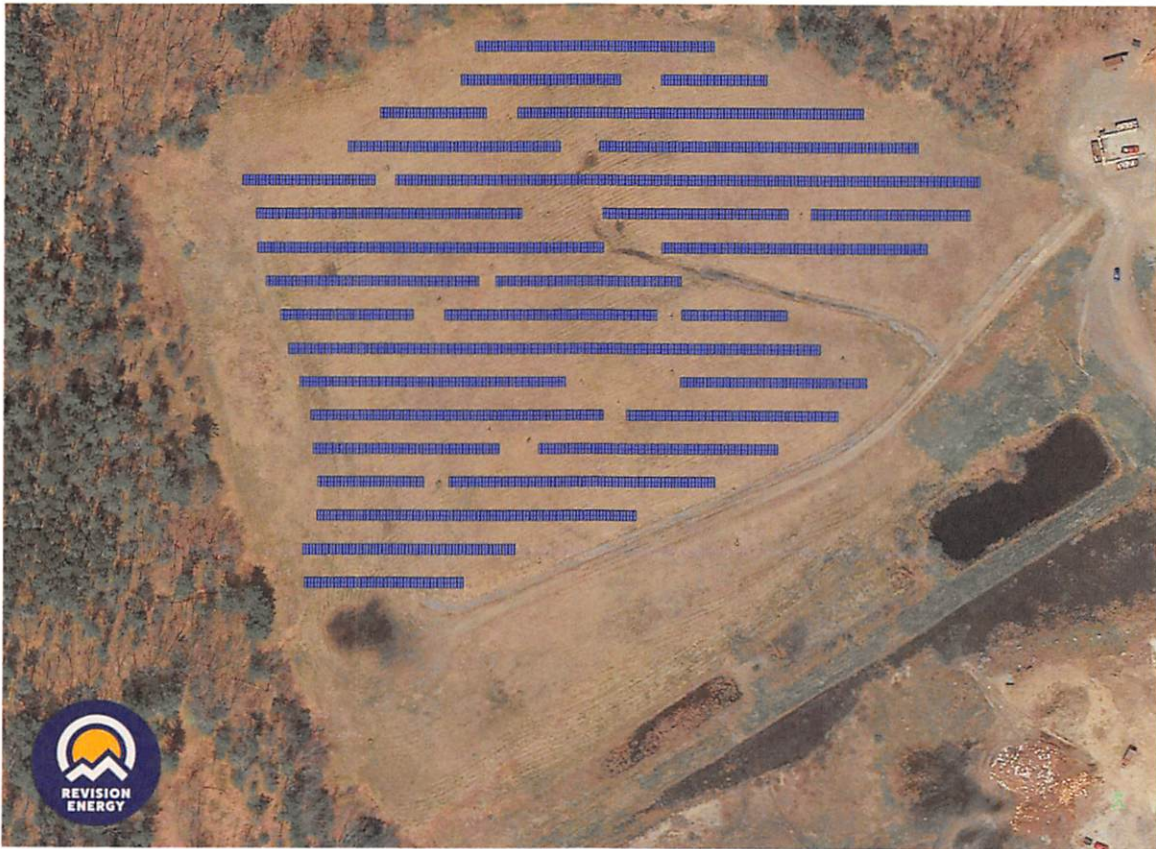
A handwritten signature in black ink that reads "Ned Reynolds". The signature is fluid and cursive, with the first letters of "Ned" and "Reynolds" being significantly larger and more prominent.

Ned Reynolds  
Commercial Solar Consultant  
7 Commercial Drive | Brentwood, NH 03833  
(603) 365-1725 | [nedr@revisionenergy.com](mailto:nedr@revisionenergy.com)

### *Proposal Overview: Financial Options*

Pending the adoption of state legislation in 2021 to raise the 1 MW net metering cap for NH municipalities (on which ReVision Energy is working with Republican and Democratic leaders in the NH House and Senate), ReVision proposes to design, permit, finance, and install a 1.77 MW (DC) ground-mounted solar array utilizing approximately 6.2 acres of the landfill area, as shown in Figure 1 below. The proposed solar array would utilize concrete ballast blocks for mounting the module racking to comply with environmental regulations for solar on capped landfills; there would be no disturbance to the landfill itself. The array would be located on approximately 6.2 acres of elevated land in the central portions of the landfill site while avoiding the steeper perimeter grades which are not conducive to concrete ballast racking. The array and its 1.5 MW AC inverter capacity would generate 2,305,000 kWh of clean solar electricity annually. This amount of generation would offset nearly 97% of the Town's electricity usage from all municipal operations according to the GHG Emissions Inventory Report (2,382,984 kWh/year).

*Figure 1. Engineer's Rendering of Potential 1.77 MW Solar Array on closed landfill site*



The 8-acre site offered for the array appears to be well suited for such a use, for the following reasons:

1. Strong southern exposure with nominal shading enabling long row spans at optimal 180° azimuth for peak year-round generation;
2. Minimal grades with almost no altitude range;
3. Access road along the south side and sufficient space on the perimeter to allow for efficient construction without extraneous incursions onto the cap and sufficient room for construction of a perimeter fence.

Neither construction nor long-term operation of the array would have to restrict or negatively affect the existing Department of Public Works operations, which include extensive public access to the Transfer Station and to materials storage/recycling on the adjacent parcel, in any way. It appears that connecting the array to Unitil's 3-phase power lines, which run to the base of Cross Road and along Kingston Rd. would be effected via whichever path is deemed least expensive and intrusive, subject to further evaluation.

*Figure 2. Potential Interconnection paths to 3-Phase Power Lines*





Current New Hampshire utility rate structures and tariffs for electricity exported (or “net-metered”) from any standalone solar facility (one without significant on-site load, as is the Cross Road landfill), along with this site’s physical characteristics and infrastructure requirements, pose significant challenges to a solar project’s economic viability. However, based on ReVision’s unmatched experience designing, engineering, permitting, installing, and financing solar for municipalities and similar sites throughout the region, we present here two possible pathways to getting it done, and offer – should you select us as your partner -- this expertise and our substantial company resources to helping the Town understand, analyze, and choose the one that best aligns with its goals and risk tolerance.

### **Path 1: 25 Year Site Lease and Offtaker Agreement**

Under this option, the Town would lease the site to an Investor and sign a 25 year “offtaker” agreement for the Town’s entire municipal load. The offtaker agreement would NOT prevent the Town from continuing to seek the lowest possible competitive electricity supply rates for its facilities. The lease and offtaker agreement would be for an initial term of 25 years, with four (4) 5 year possible extensions. The Unitil rate “floor” as well as the Lease payment and PILOT would be subject to annual escalation.

The Investor would finance the approximately \$3.625M capital cost of the array and pay the Town a combined revenue stream from:

- a. Lease payment of \$4/kW, escalating at 1% /yr (in Year 1:
- b. PILOT of \$2/kW, escalating at 1% per year (in Year 1:
- c. A “rebate” of up to \$0.005 (half a cent) per kWh generated and sold to Unitil on every kWh, once the net-metering rate (the default energy rate) that Unitil pays the Investor exceeds \$0.08 per kWh (we currently estimate this rate will be \$0.077 (7.7 cents) per kWh by the time this array is constructed and commissioned late in 2021

An indicative revenue analysis and cash flow projection for Path 1 is shown in Table 1 on the next page.

It is important to recognize, when comparing projections offered by different vendors, that when ReVision makes pricing assumptions and conducts financial analyses, we always incorporate the real cost of utility interconnection studies for comparable systems as well as adequate allowances for service upgrades, geotechnical engineering, environmental permitting, etc. based on our experience designing and installing hundreds of complex municipal and commercial systems in NH. We also include annual expected maintenance costs (a best-practice annual Operations and Maintenance contract, and replacement of inverters at the end of their 20 year expected life) and annual REC Management fees in our cash flow projections.

**Table 1: Indicative 25-Year Lease & Offtaker Agreement Revenue Analysis and Cash Flow**

Year	Generation (kWh)	Floor Price (\$/kWh)	Utility (\$/kWh)	Difference	Rebate to Town	Lease Payment (\$4/kW)	PILOT (\$2/kW)	Annual Cash Flow to Town	Cumulative Cash Flow to Town
1	2,304,934	\$0.0800	\$0.07700	(\$0.0030)	\$0	\$ 7,076	\$ 3,538	\$ 10,614	\$ 10,614
2	2,293,409	\$0.0816	\$0.07931	(\$0.0023)	\$0	\$ 7,147	\$ 3,573	\$ 10,720	\$ 21,334
3	2,281,942	\$0.0832	\$0.08169	(\$0.0015)	\$0	\$ 7,218	\$ 3,609	\$ 10,827	\$ 32,161
4	2,270,533	\$0.0849	\$0.08414	(\$0.0008)	\$0	\$ 7,290	\$ 3,645	\$ 10,936	\$ 43,097
5	2,259,180	\$0.0866	\$0.08666	\$0.0001	\$0	\$ 7,363	\$ 3,682	\$ 11,045	\$ 54,142
6	2,247,884	\$0.0883	\$0.08926	\$0.0009	\$0	\$ 7,437	\$ 3,718	\$ 11,155	\$ 65,297
7	2,236,645	\$0.0901	\$0.09194	\$0.0018	\$0	\$ 7,511	\$ 3,756	\$ 11,267	\$ 76,564
8	2,225,461	\$0.0919	\$0.09470	\$0.0028	\$0	\$ 7,586	\$ 3,793	\$ 11,380	\$ 87,944
9	2,214,334	\$0.0937	\$0.09754	\$0.0038	\$3,672	\$ 7,662	\$ 3,831	\$ 15,166	\$ 103,110
10	2,203,262	\$0.0956	\$0.10047	\$0.0049	\$11,016	\$ 7,739	\$ 3,869	\$ 22,625	\$ 125,735
11	2,192,246	\$0.0975	\$0.10348	\$0.0060	\$10,961	\$ 7,816	\$ 3,908	\$ 22,686	\$ 148,420
12	2,181,285	\$0.0995	\$0.10659	\$0.0071	\$10,906	\$ 7,894	\$ 3,947	\$ 22,748	\$ 171,168
13	2,170,378	\$0.1015	\$0.10978	\$0.0083	\$10,852	\$ 7,973	\$ 3,987	\$ 22,812	\$ 193,980
14	2,159,527	\$0.1035	\$0.11308	\$0.0096	\$10,798	\$ 8,053	\$ 4,027	\$ 22,877	\$ 216,858
15	2,148,729	\$0.1056	\$0.11647	\$0.0109	\$10,744	\$ 8,134	\$ 4,067	\$ 22,944	\$ 239,802
16	2,137,985	\$0.1077	\$0.11996	\$0.0123	\$10,690	\$ 8,215	\$ 4,108	\$ 23,012	\$ 262,814
17	2,127,295	\$0.1098	\$0.12356	\$0.0137	\$10,636	\$ 8,297	\$ 4,149	\$ 23,082	\$ 285,897
18	2,116,659	\$0.1120	\$0.12727	\$0.0152	\$10,583	\$ 8,380	\$ 4,190	\$ 23,154	\$ 309,050
19	2,106,076	\$0.1143	\$0.13109	\$0.0168	\$10,530	\$ 8,464	\$ 4,232	\$ 23,226	\$ 332,276
20	2,095,545	\$0.1165	\$0.13502	\$0.0185	\$10,478	\$ 8,549	\$ 4,274	\$ 23,301	\$ 355,577
21	2,085,067	\$0.1189	\$0.13907	\$0.0202	\$10,425	\$ 8,634	\$ 4,317	\$ 23,376	\$ 378,953
22	2,074,642	\$0.1213	\$0.14324	\$0.0220	\$10,373	\$ 8,720	\$ 4,360	\$ 23,454	\$ 402,407
23	2,064,269	\$0.1237	\$0.14754	\$0.0239	\$10,321	\$ 8,808	\$ 4,404	\$ 23,533	\$ 425,940
24	2,053,948	\$0.1262	\$0.15197	\$0.0258	\$10,270	\$ 8,896	\$ 4,448	\$ 23,613	\$ 449,553
25	2,043,678	\$0.1287	\$0.15653	\$0.0279	\$10,218	\$ 8,985	\$ 4,492	\$ 23,695	\$ 473,249
26	2,033,459	\$0.1312	\$0.16122	\$0.0300		\$ 9,074	\$ 4,537	\$ 13,612	\$ 486,860
27	2,023,292	\$0.1339	\$0.16606	\$0.0322		\$ 9,165	\$ 4,583	\$ 13,748	\$ 500,608
28	2,013,176	\$0.1366	\$0.17104	\$0.0345		\$ 9,257	\$ 4,628	\$ 13,885	\$ 514,493
29	2,003,110	\$0.1393	\$0.17617	\$0.0369		\$ 9,349	\$ 4,675	\$ 14,024	\$ 528,518
30	1,993,094	\$0.1421	\$0.18146	\$0.0394		\$ 9,443	\$ 4,721	\$ 14,164	\$ 542,682
31	1,983,129	\$0.1449	\$0.18690	\$0.0420		\$ 9,537	\$ 4,769	\$ 14,306	\$ 556,988
32	1,973,213	\$0.1478	\$0.19251	\$0.0447		\$ 9,633	\$ 4,816	\$ 14,449	\$ 571,437
33	1,963,347	\$0.1508	\$0.19828	\$0.0475		\$ 9,729	\$ 4,865	\$ 14,594	\$ 586,031
34	1,953,530	\$0.1538	\$0.20423	\$0.0505		\$ 9,826	\$ 4,913	\$ 14,740	\$ 600,770
35	1,943,763	\$0.1569	\$0.21036	\$0.0535		\$ 9,925	\$ 4,962	\$ 14,887	\$ 615,657
36	1,934,044	\$0.1600	\$0.21667	\$0.0567		\$ 10,024	\$ 5,012	\$ 15,036	\$ 630,693
37	1,924,374	\$0.1632	\$0.22317	\$0.0600		\$ 10,124	\$ 5,062	\$ 15,186	\$ 645,879
38	1,914,752	\$0.1665	\$0.22986	\$0.0634		\$ 10,225	\$ 5,113	\$ 15,338	\$ 661,217
39	1,905,178	\$0.1698	\$0.23676	\$0.0670		\$ 10,328	\$ 5,164	\$ 15,491	\$ 676,709
40	1,895,652	\$0.1732	\$0.24386	\$0.0707		\$ 10,431	\$ 5,215	\$ 15,646	\$ 692,355

## Path 2: Bond-financed Turnkey Purchase (Direct Ownership)

A 20 year bond-financed turnkey purchase would be **cash-positive from the outset**. In this scenario the Town would own the solar generation asset from the beginning, and would set up its own Group Net Metering agreement with Unitil to have the revenue from all 2.3M kilowatt-hours generated by the array and sold to Unitil (which we project at 7.7 cents/kWh or totaling nearly \$177,500 in Year 1) re-allocated to all other Town utility bills. This revenue would substantially offset the Town’s energy (per-kWh) charges all of those bills (the Town would still face demand charges on those bills from Unitil for their cost of maintaining distribution infrastructure), leaving a **net positive amount of nearly \$15,000 in Year 1**, an amount that would grow over time with expected utility rate inflation.

These pathways, with the right financial and engineering & construction partners, could save taxpayers either hundreds of thousands of dollars, or millions of dollars, long-term, depending on the Town’s preferences with respect to utility rate and REC value risk and appetite for active ownership/management of the asset (with expert support from its partner, ReVision Energy). Ownership would give the Town the most control and the greatest range of options over time when it comes to achieving the goals of reducing GHG emissions from municipal operations 30% by 2030, and achieving net-zero emissions by 2050, as recommended by the 2020 Municipal Operations GHG Inventory Report. Figure 3 below shows the positive cash flow that would accrue to the Town by financing the turnkey purchase of the array with a 20 year bond. It also shows the long-term levelized cost of energy from solar as compared to current and projected future utility electricity costs, which are as much as 2-4 times the net cost of solar.

*Figure 3. Indicative Net Energy + REC Revenue vs. Bond Payment, Levelized Cost of Energy vs. Utility*



A detailed indicative cash flow projection for the Bond-financed Turnkey Purchase path is shown in Table 2 on the next page.





### Proposal Overview: Solar Equipment and Construction

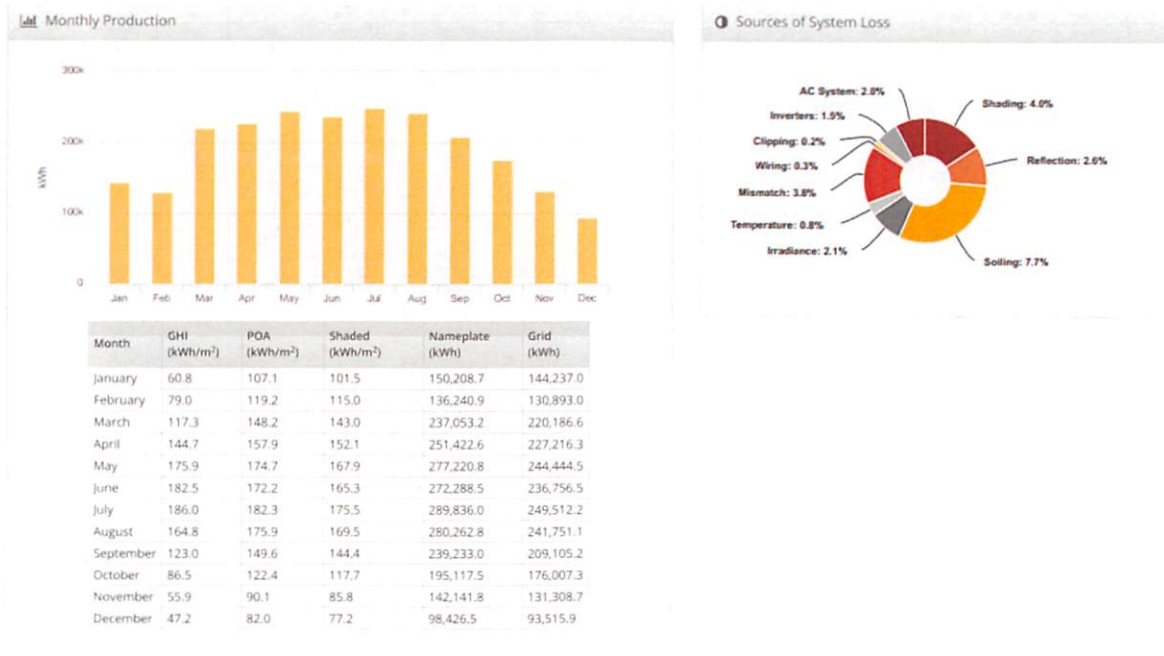
The proposed array would consist of 4,368 Tier-1 solar modules oriented 180° south and pitched at 35° for optimal year-round electricity generation; steel fixed-tilt racking with G115+ galvanized coating for maximum longevity; 12 industry-standard 125 kW inverters to convert DC electricity to AC onsite for export to the grid (net metering); and revenue-grade metering and continuous monitoring equipment. The major equipment recommendations and warranties are shown in Figure 4.

**Figure 4: Major Solar Equipment, Warranties, and Anticipated Lifespan**

Major Equipment	Warranty Period	Commercial Lifespan
JA Solar JAM72S10 405W Solar Modules (or higher)	25 years	40+ years
Sunny Highpower PEAK3 125 kW 480V Inverters	10-15 years	15-20 years
Solar FlexRack BP3-X Ballasted 72-Cell Fixed-Tilt Racking	20 years	40+ years
Locus L-Gate 360 Data Monitoring + RGM	5-10 years	15-20 years

The array, designed with the industry-leading software Helioscope®, has an excellent specific yield of over 1300 kWh/ kW of installed capacity. Month-by-month projections of energy exported to the grid are shown below in Figure 5, which account for the various sources of expected energy loss (“soiling” includes periods when the panels may be obscured by snow – although at an installed tilt of 35 degrees, snow will shed quickly).

**Figure 5: WWTP Solar Array Monthly/Annual Production and Sources of System Loss**





*Proposal Overview: Anticipated Schedule and Development Considerations*

If selected for this RFQ, ReVision would immediately initiate full technical site assessments and engineering designs to provide a specific offer to the Town before year-end. As soon as approval of the offer and standard contract template was obtained, we would initiate full permitting and utility interconnection applications in January to enable system construction and commissioning in 2021, before the scheduled precipitous decline in federal solar tax incentives on 12/31/21. Grant funding is also occasionally available and ReVision is closely monitoring economic stimulus negotiations between the incoming presidential administration and congressional leadership, with whom we maintain close ties. We will immediately notify our clients if and when grant funding is available for public-sector projects like this, as proposed by the President-elect. We have a strong track record of leveraging federal and state grants, including under the American Recovery and Reinvestment Act (ARRA) of 2009 administered by then-Vice President Biden.

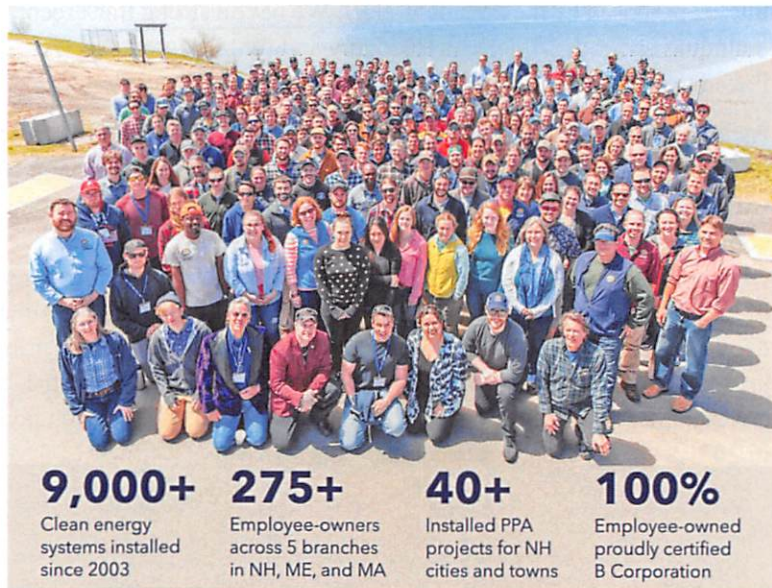
As the most experienced solar company in New Hampshire with a close and longstanding working relationship with Unitil and the State Public Utilities Commission (PUC), ReVision is intimately familiar with the various net metering statutes and PUC 900 rules including group net metering, which we have configured for numerous municipal clients in the past. Based on recent conversations with policymakers in Concord, we assign the proposed bipartisan net metering cap increase for municipalities a high probability of passage and signing during the 2021 legislative session. Although this would represent a notable departure from Gov. Chris Sununu's three prior vetoes of net metering expansion, those bills were opposed upfront by the governor because of their unrestricted locational and off-taker eligibility, whereas the governor has given his full support to a municipal-only expansion favored by the majority Republican Party in 2021.

## Company Overview

ReVision Energy is New England’s most experienced solar design, installation, and service company with nearly 300 in-house solar professionals and more than 9,000 clean energy installations in New Hampshire, Maine, and Massachusetts since 2003. In the last three years, ReVision has completed approximately 2,500 solar installations, including more than 100 PPA projects for municipalities and nonprofits and several hundred turnkey systems for commercial and industrial clients. As of Q4 2020, we have nearly 100 megawatts (MW) worth of solar projects in operation and an additional 185 MW under contract for construction in 2021-22.

Founded in Liberty, ME in 2003, ReVision established its New Hampshire headquarters in 2010 at 7 Commercial Drive in Brentwood, NH, where we now operate a full warehouse with eight solar installation crews serving southern and central NH every day. We also have full-service operations centers in Enfield, NH (serving western NH and VT); Portland, ME (serving southern ME and parts of northern NH); Liberty, ME (serving central-northern ME); and North Andover, MA (serving MA). Our companywide headquarters are

located at 758 Westbrook Street in South Portland, ME. We have over 75 full-time employee-owners in New Hampshire and more than 275 companywide.



In 2015, ReVision Energy became a Certified B Corporation as an expression of our commitment to use business as a force for good by leading New England’s clean energy transition. In 2017, we transitioned to 100% employee-ownership through an ESOP Trust, thereby ensuring that every member of our team shares in the financial success of the company while committing to long-term sustainability. ReVision also established affiliated companies ReVision Investments LLC and ReVision Solar Impact Partners in 2017 to deploy below-market investment capital to local municipalities and nonprofits through innovative and flexible Power Purchase Agreements (PPAs).

Since launching our PPA program a decade ago, ReVision Energy’s in-house engineering, development, and installation teams have successfully financed and installed dozens of solar PPA projects for tax-exempt institutions throughout New Hampshire. We are proud to call municipalities like Brentwood, Durham, Stratham, Newfields, Nottingham, Epping, Concord, Claremont, Keene, Lebanon, and Nashua our clients and partners, alongside leading educational and nonprofit organizations Dartmouth College, Woods Hole Oceanographic Institution, Colby-Sawyer College, Proctor Academy, Capitol Center for the Arts, Palace Theatre, and Phillips Exeter Academy.

ReVision Energy has been listed in Solar Power World’s Top 500 North American Solar Contractors list every year since 2014 and named #1 Rooftop Solar Installer in New England for each of the last three years. We were also named the 2018 “Business of the Year” by Business NH Magazine for the Real Estate, Construction, and Engineering sector (the first time a solar company has received the coveted award) and “Best Solar Company in New Hampshire” by NH Business Review in 2018. In 2019, we were recognized as a “Best for the World” company among certified B Corporations and as “Clean Energy Company of the Year” by the Northeast Clean Energy Council (NECEC).

ReVision is proud to count many women, veterans, and people from disadvantaged backgrounds among our employee owners, each enjoying a full and equal stake in the success of the company. We are committed to expanding opportunities for young people in the trades through ReVision Energy Technical Center, the first in-house solar electrical apprenticeship school in the country, which we launched in 2018.

In addition to solar photovoltaics, ReVision has pioneered a full-service mechanical contracting approach to the design and installation of various complementary clean energy technologies. We provide a complete scope of services from project design and

*Selected New Hampshire Municipal Clients*



**City of Concord**  
Solar Thermal + Waste  
Water Treatment Plant  
720 kW (2015, 2020)



**City of Dover**  
Dover High School,  
Indoor Pool, CMNH  
1 MW (2018-9)



**Town of Durham**  
Sand Pit, Police Dept,  
Library, Ice Rink  
780 kW (2014-16)



**Town of Hanover**  
Water Department,  
WWTF, 5 Rooftops  
2 MW (2016-21)



**City of Keene**  
Police Department &  
Public Works Building  
643 kW (2018)



**City of Lebanon**  
Wastewater Treatment  
Facility + 6 Rooftops  
836 kW (2019)



**Manchester**  
Langer Place Parking  
Garage (with SNHU);  
1MW RFP award (2019)

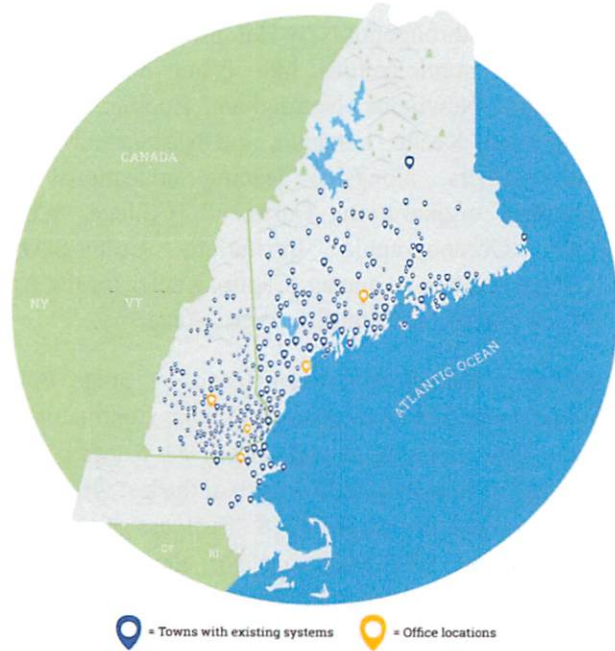


**City of Nashua**  
Transit Garage, Fire  
Station, Ice Arena  
1.6 MW (2019-20)

development to installation and ongoing system maintenance, including:

- Grid-Tied Solar Electric (PV) Systems
  - Electric Vehicle Charging Stations
  - Smart-Grid Storage Technologies
  - Solar-Powered Heat Pumps
  - Solar-Powered Water Heating
  - Community Solar Farms
  - Solar Project Development
  - Solar Project Financing
  - Solar Operations & Maintenance
  - Land Leasing/Development
  - Consulting
- Services

### Branch and Project Locations



ReVision is not debarred, suspended or otherwise prohibited from practice by any federal, state, or local agency, nor are we or our subsidiaries engaged in litigation regarding any

aspect of our business. Our IRS tax identification number is 82-2934561.

### Selected New Hampshire Nonprofit and Commercial Clients



## Design, Engineering and Procurement

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ReVision Energy's Design & Engineering team has completed designs for over 5,000 commercial, industrial, and institutional (CI&I) solar projects, including permitting and construction plan sets for hundreds of fully-installed arrays since 2003. Our design process seeks to optimize clients' financial goals, system reliability and longevity, and environmental performance by using industry-standard Helioscope production modeling software, GIS mapping and physical/drone site surveys, CAD electrical design tools, client electricity load profiles, and decades of federal weather data for the local area. We ensure every project meets or exceeds standards set by the National Electric Code (NEC), the North American Board of Certified Energy Practitioners (NABCEP), and local inspectors.

As part of our commitment to technical excellence and innovation, ReVision has tested and deployed solar modules from over a dozen Bloomberg NEF-certified Tier 1 manufacturers in the United States, Canada, Europe, and Asia. We have seen an extremely low service/recall rate affecting a fraction of one percent of the more than 200,000 modules we have installed in northern New England to-date. Since 2018, our primary solar manufacturing partner has been the top-ranked Renewable Energy Corporation (REC Group), a vertically-integrated European solar energy company headquartered in Norway with manufacturing in Singapore. REC's multicrystalline 60- and 72-cell modules – comprised of REC-manufactured silicon, wafers, and solar cells – enjoy the industry-leading 25-year production warranty and the lowest warranty claims rate among major solar manufacturers.

ReVision also deploys industry-leading inverters and power optimizers from SMA, SolarEdge, and Chint Power Systems (CPS), and the most durable mounting and racking equipment on the market from RBI Solar, IronRidge, PanelClaw, and Ecolibrium. To share best practices and ensure consistent access to the most recent solar equipment on the market, ReVision co-founded the nationwide Amicus Solar Cooperative, through which we negotiate directly with solar equipment manufacturers in the United States and abroad.

## Permitting and Utility Interconnection

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ReVision Energy's in-house permitting and administration team has successfully shepherded thousands of solar projects through the local, state, and/or federal permitting process in a majority of New Hampshire's 234 cities and towns including Exeter. As a full-service solar contractor, we take responsibility for preparing full engineering plan sets and appearing before planning/zoning boards and other local/state bodies on our client's behalf. We also work closely with NH DES and US EPA on Alteration of Terrain permits and related stormwater management, shoreline/wetlands protection, and Environmental Site Assessments. After

*Sample Engineer's Rendering (CAD)*

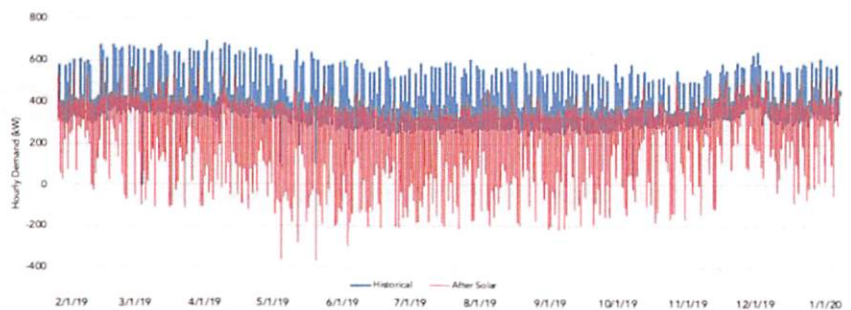


installing hundreds of commercial and institutional projects on a wide array of sites (including capped landfills), our detailed cost accounting enables us to accurately model geotechnical engineering and permitting/environmental compliance costs in our project budget with adequate contingency allowances to avoid unforeseen costs for clients.

Our team also takes direct responsibility for filing utility interconnection applications and securing approvals to interconnect to the LDC distribution system on behalf of our clients in all four of the state’s electric utility service territories. Design and interconnection strategies are informed by ReVision’s careful analyses of clients historic electricity load and resulting financial models for onsite consumption vs. net metering. In recent years, we have successfully obtained interconnection agreements for hundreds of commercial projects in Eversource service territory, and we maintain close working relationships with key distributed generation personnel at Eversource, Unitil, Liberty, and NHEC. We are very familiar with System Impact Study costs and are accustomed to navigating complex interconnection challenges on behalf of clients with larger ground-mounted systems, including budgeting and managing utility service upgrades, new service drops, transformer upgrades, reclosers, etc.

Finally, ReVision secures state Renewable Energy Fund rebates for each of our eligible clients from the NH Public Utility Commission, where we also engage in various solar regulatory dockets on behalf of the NH solar industry.

*Sample Interval Electricity Load Analysis for NH Municipal Client*



## Site Mobilization and Installation

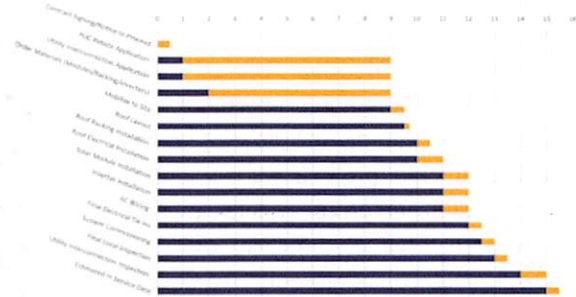
ReVision Energy’s in-house installation teams of licensed electricians and apprentices have installed hundreds of commercial, industrial, and institutional (CI&I) solar energy systems across New Hampshire, Massachusetts, and Maine since 2003 as part of our growing portfolio of nearly 10,000 commercial and residential clean energy systems.

ReVision’s commercial project managers (certified master/journeyman electricians) begin the CI&I construction process by conducting detailed technical site evaluations to verify electrical infrastructure, roof or ground site conditions, staging locations, interconnection strategies, etc. Once the final design and engineering, procurement, and permitting are complete, the commercial project managers mobilize to site with the installation foreman and team, who follow detailed OSHA safety protocols and construction plans specific to each project.

Our installation professionals are also trained to meet or exceed the latest industry standards under the National Electrical Code for every aspect of construction, including wire management, trenching, cable raceways and interconnection to transformers and the utility distribution grid. The active installation period can last from one week to four months, depending on scale and complexity of a given project.

The project manager provides day-to-day oversight from contract through commissioning, and coordinates closely with the client’s facility personnel to determine the best available staging and installation strategies that will not interfere with regular onsite operations of the facility. Following installation, we manage the final inspections, commissioning, and REC aggregation process so that all installed systems are placed into commercial operation without delay.

*Sample CI&I Project Timeline (GANTT)*





## Operations and Maintenance

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ReVision's in-house Operations and Maintenance (O&M) service division actively monitors and serves more than 150 commercial solar energy systems installed throughout northern New England, including the dozens of large-scale municipal projects we have installed to date and numerous systems owned by third-party investors. As part of the final design and project closeout, we develop a detailed, site-specific O&M plan to maximize system longevity and productivity. Our O&M technicians (certified master electricians) all have multiple years of experience installing and maintaining solar energy systems and have access to the resources of an organization with hundreds of years of combined solar experience.



Our standard O&M process is to monitor system performance every month and quickly mobilize service personnel to address any issues. Organizations such as Dartmouth College and New Hampshire municipalities like Claremont, Dover, Durham, Hanover, Keene, Lebanon, and Nashua all rely on ReVision for maintenance services on their solar systems. A detailed listing of our O&M Service Offerings is available upon request.

Each ReVision solar energy system comes standard with detailed production monitoring and reporting capabilities enabled by our SMA, Solar Edge, and other industry-leading inverters, our installation team sets up on behalf of each client. By applying module-level monitoring, we make it possible for our clients to track the real-time system performance of each individual solar panel and rapidly identify any performance issues that may occur from time to time. In addition to the standard monitoring offers available on any internet-connected device, certain clients opt for public display monitors and/or websites, which we are pleased to provide through our Marketing department as a means of public/community engagement. Our O&M department also provides real-time remote monitoring and onsite inspections for our portfolio of hundreds of municipal and commercial solar arrays, and can dispatch service technicians around the clock to meet clients' needs.

## Solar Financing Capabilities

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ReVision Energy is the leading provider of solar Power Purchase Agreements (PPAs) in northern New England with over 150 custom PPA projects engineered, financed, installed, and maintained since 2010 for municipalities and other tax-exempt institutions. As evidence of our commitment to providing cost-saving solar solutions to nonprofits, ReVision Energy has invested its own tax equity and in-house expertise in developing and financing over 75 of our solar PPA projects, totaling more than 5 MW of installed capacity valued at \$15 million. Many of those projects were deemed un-financeable in the private market but our in-house legal and financing team was able to lower PPA development costs and unlock low-cost impact investor capital for the purpose. Indeed, we consider it our mission as employee owners to make solar accessible to as many municipal, educational, and nonprofit organizations as possible.

When it comes to larger-scale solar projects, ReVision is well-placed to offer highly-competitive PPA financing by engaging our network of mission-motivated solar investors. Thanks to our decade of experience implementing such projects in the challenging solar markets of New Hampshire and Maine, we are now able to efficiently raise the requisite capital, negotiate and execute PPA contracts, obtain local permits and site plan approval, complete utility interconnection and system impact studies, etc. with minimal demands on our municipal partners. When it comes to securing C&I solar rebates from the Renewable Energy Fund at the New Hampshire Public Utilities Commission, we have the strongest track record of any solar company in the state.

ReVision's experience also includes designing, financing, and installing numerous large-scale projects at capped landfills and wastewater treatment facilities, making us an ideal partner for municipalities with potential multi-megawatt project sites when New Hampshire's net metering regulations enable such projects in the future. Since the State of Maine amended its net metering statute in 2019, ReVision is now actively constructing or developing over 100 MW of solar projects at megawatt-scale.

In addition to designing and installing dozens of solar projects for municipalities in northern New England, ReVision has delivered numerous informational presentations to local city councils, boards of selectmen, public safety officials, energy commissions, and citizen groups across New Hampshire. As the largest solar company in New Hampshire, we also regularly assist local/state policymakers, the NH Public Utilities Commission, and various safety/licensure bodies in designing and implementing sensible regulations of distributed energy resources.

## Energy Storage Systems

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Although large-scale energy storage systems are still rare in New Hampshire due to energy market limitations, ReVision Energy has a strong track record of designing, installing, and servicing over 100 battery systems for commercial and residential applications since 2015, with an additional 100+ systems currently in the design and development stage for installation soon. Our in-house engineers and electricians are experienced working with



Tesla, Pika, and Sonnen battery technologies, although demand for Tesla's commercial (PowerPack) and residential (PowerWall) storage products remains strongest.

There are currently three primary cost savings/revenue streams available to commercial-scale energy storage systems in New Hampshire: demand savings, coincident peak savings, and ISO-NE capacity market revenue. All three can be intelligently unlocked with energy optimization software and machine learning offered by our storage solution partner, Enel X. Even without such proprietary optimization software and in the absence of utility smart-grid technology and time-of-use pricing, ReVision's installed commercial battery systems are already delivering meaningful demand charge and other savings by employing control algorithms we set to discharge the battery when the host experiences electrical demand above a set level.

We are currently developing larger-scale energy storage solutions for NH municipalities, universities, and businesses which are subject to high demand charges and are well-positioned to leverage coincident peak shaving and participate in the ISO-New England capacity market for revenue generation. The GHG Emissions Inventory Report shows that (as in many other municipalities) the WWTP is by far the single largest user of electricity, accounting for nearly 60% of Exeter's total usage. Although wastewater treatment plants do not represent the ideal use-case for the current generation of commercially-available (battery) storage systems on account of their steady round-the-clock load, we are actively exploring longer-duration storage solutions for other municipal WWTPs and anticipating further breakthroughs in battery technology and state regulations that can bring meaningful value to Exeter. We would be pleased to help the Town evaluate the practicality and cost-effectiveness of such a system for future deployment.

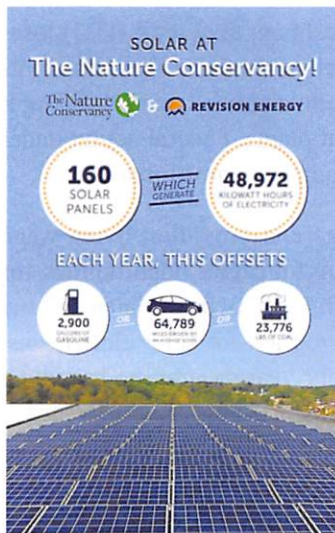
## Educational Engagement Offerings

In keeping with our longstanding belief that education is critical to accelerating the clean energy transition, ReVision Energy co-owners provide educational presentations and enrichment activities for students and community members throughout our service territory on a weekly basis.

Our investments in educating the next generation include paid internships in each of our company offices; providing low-cost solar PPAs to library, schools, and nonprofits with direct participation in design and implementation; sponsoring local nonprofits and student environmental initiatives; distributing free solar activity books to children; and providing community presentations on climate and clean technology topics of local/global interest.



ReVision is pleased to offer our CI&I clients public ribbon cuttings, signage, comprehensive data monitoring systems, and custom monitoring and information webpages for public engagement. Our SolarEdge WattNode data acquisition systems provide real-time solar performance monitoring for all solar arrays (available on any internet-connected device) and have various educational applications for students or community groups. In addition to signage and educational programming, we can offer prominent monitors showing current and historic solar production and resulting environmental benefits in terms of trees planted, number of homes powered, etc., to highlight our clients' progress toward environmental sustainability.



ReVision also designs and installs a suite of complementary clean energy solutions with client/community engagement potential, such as solar-powered electric vehicle charging stations with educational signage. And our Marketing team regularly works with CI&I clients to design individualized partnerships and co-branding opportunities that can include custom videos, online promotions, features on box trucks, etc.

## Policy Engagement

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As the leading full-service solar developer and installer in New Hampshire, ReVision Energy is actively engaged in policy advocacy that removes barriers to clean energy adoption in state for the benefit of ratepayers, taxpayers, and the renewables industry. Specific legislative changes which would have a beneficial impact for clients, on which we have been actively engaged in recent legislative sessions, include increasing the Renewable Portfolio Standard (RPS); discontinuing the harmful practice of utilities “sweeping” unclaimed Renewable Energy Credits (RECs) to meet their RPS requirements (thereby depressing REC markets in NH); augmenting the Renewable Energy Fund; raising the small customer-generator threshold from 100 kW to 500 kW; and raising the net metering cap from 1 MW to 5 MW. The latter could be achieved as early as June 2021 under compromise legislation targeting municipalities – a healthy complement to NH’s recently-adopted municipal aggregation law.



Regardless of the short-term legislative outcomes, ReVision will continue our longstanding engagement with state lawmakers and the Public Utilities Commission (PUC) so as to remove artificial barriers to clean energy deployment in state over the next three years before the federal investment tax credit (ITC) loses two-thirds of its value in 2023. We are confident that regulatory changes as well as continued improvements in solar technology will gradually favor additional solar projects for NH municipalities and other larger C&I clients, such as capped landfills, brownfields, and wastewater treatment plants. Federal action under the Biden administration is also expected to create new opportunities and funding streams for solar.

ReVision is also deeply committed to addressing local workforce challenge and providing living-wage clean tech jobs that can keep our young people in state and provide meaningful career opportunities for those who may not seek or be able to afford a traditional college degree. In Fall 2018, we launched the ReVision Energy Technical Center, a first-in-the-nation in-house training program for solar electricians. More than fifty full-time electrical apprentices currently participate in the four-year program to become a certified electrician while earning a strong wage and enjoying the full benefits of employee-ownership at ReVision.

## Community Investment

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As a Certified B Corporation, ReVision Energy is committed to operating our business as a force for positive social change. We carefully select the members of our team based not only on their skill and expertise but also on their commitment to our mission of solving the environmental problems caused by fossil fuels while alleviating economic and social injustice. All employee owners have paid volunteer hours to devote to community causes of their choosing and the company tackles larger charitable initiatives such as:



- ReVision supported the Harbor Homes Veterans Housing project in Plymouth, NH with a \$100,000 pledge through CDFA
- ReVision supported NH Solar Shares, a low-income community solar project, by pledging \$25,000 through CDFA and providing design and installation support
- ReVision donated over 100 solar panels to enable the 101 kW (DC) solar array for the Children's Museum of New Hampshire in Dover
- ReVision fundraised and committed company resources to donate fully-installed solar energy systems to Nashua PAL and the Crossroads House shelter in Portsmouth
- ReVision's in-house PPA program, ReVision Solar Impact Partners, has provided below-market financing and secured grants for dozens of New Hampshire nonprofits including public housing developments, mobile home communities, soup kitchens, and schools

In addition to the New Hampshire-specific community and charitable initiatives outlined above, ReVision made over \$170,000 in direct charitable and in-kind donations to local nonprofits in 2019 and we have worked on a large number of grant-funded school projects in the region. In 2017, we began a partnership with the nonprofit Amurtel to launch Power on Puerto Rico, involving the design, construction and transportation of Solar Outreach Systems to hurricane-ravaged areas of Puerto Rico in 2017-18 and the Bahamas in 2019.

## Industry & Community Associations

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### *New Hampshire*

American Institute of Architects NH  
BearPaw Land Trust  
Beaver Brook Association  
Blue Ocean Society  
Clean Energy NH  
Concord Chamber of Commerce  
Dover Chamber of Commerce  
Dover Children's Museum  
Eastman's Corner  
EBC (Environ Business Council)  
Exeter Area Chamber of Commerce  
Five Rivers Conservation Land Trust  
Greater Concord Chamber of Commerce  
Green Concord  
Homes for Heroes  
Leadership Seacoast  
MacDowell Colony  
Main Street Concord  
NextGen Climate  
NH Audubon  
NH Building Officials  
NH Businesses for Social Responsibility  
NH Clean Tech Council  
NH Home Builders Association  
NH Preservation Alliance  
NH Residential Energy Performance Ass.  
NH Sierra Club  
NH Society of Protection of Forests  
NH Public Radio  
PLAN NH  
Residential Energy Performance Ass.  
Seacoast Science Center  
Souhegan Chamber of Commerce  
Southeast Habitat for Humanity  
Southeast Land Trust  
Southern NH Builders & Remodelers Ass.  
Stay Work Play NH  
US Green Building Council NH

### *Maine*

350 Maine  
American Society of Civil Engineers  
Appalachian Mountain Club  
Bicycle Coalition of Maine  
Blue Ocean Society for Marine Conservation  
Boothbay Region Land Trust  
Chewonki Foundation  
Environmental & Energy Technology Council of Maine  
Envision Maine  
Friends of Casco Bay  
Greater Portland Council of Governments  
Great Works Regional Land Trust

GrowSmart Maine  
Habitat for Humanity of Greater Bangor  
Island Institute  
Leadership Seacoast  
Maine Conservation Voters  
Maine Audubon  
Maine Association of Building Efficiency Professionals  
MaineBiz  
Maine Farm Bureau  
Maine Farmland Trust  
Maine Milk Commission  
Maine Organic Farmers and Gardeners Ass.  
Maine Public Broadcasting Network (MPBN)  
Maine State Chamber of Commerce  
Maine Sustainability Network  
Midcoast Conservancy  
Morris Farm Trust  
Natural Resources Council of Maine  
Portland Buy Local  
Portland Regional Chamber of Commerce  
Portland Society of Architecture  
Sebasticook Regional Land Trust  
Sheepscot Wellspring Land Alliance  
Southern Maine Conservation Collaborative  
US Green Building Council Maine  
WERU Community Radio  
York Region Chamber of Commerce

### *Massachusetts*

US Green Building Council MA  
Amesbury Chamber of Commerce  
Cape Ann Chamber of Commerce  
Center for EcoTechnology  
Change is Simple  
Coastal Trails  
Concord Consortium  
Go Green Consortium  
GreenBelt Land Trust  
MA Audubon  
MassCEC  
Merrimack Chamber of Commerce  
MOFA  
Newburyport Chamber of Commerce  
North Shore Chamber of Commerce  
North Shore Tech Council  
Pan-Mass Challenge  
Salem Chamber of Commerce  
US Green Building Council MA

### *Regional/National*

Amicus Solar Cooperative  
Appalachian Mountain Club  
Association for Facilities Engineering



Conservation Law Foundation  
 Independent Schools Association of Northern New England  
 League of Conservation Voters  
 New England ISANNE  
 New England Grassroots Environmental Fund  
 New England Women in Energy and the Environment

New England Solar Energy Market Coalition  
 Northeast Organic Farming Association  
 Northeast Sustainable Energy Association  
 Seacoast Women's Network  
 Sierra Club  
 Solar Energy Business Assoc. of New England  
 The Nature Conservatory

ReVision holds all required state contracting licenses for PV installation, including over a dozen certified journeyman or master electricians in NH, 55+ electrical apprentices currently completing the certification requirements, 14 NABCEP-certified PV installation professionals, and numerous engineering degrees and PE certifications. For proof of legal authorization to do business in NH, please see the Appendix. Additional documentation regarding relevant

*Selected Industry Honors and Associations*



certifications is available upon request.





## Key Personnel

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ReVision Energy has over 260 full-time employee-owners who each play an important role in our success as a full-service solar engineering, procurement, and construction (EPC) company and a developer and financier of solar projects. We have completed thousands of rooftop and ground-mounted solar installations throughout New Hampshire, including dozens of municipal, commercial, and residential projects in the region, where nearly many of our employee-owners currently live. Our Brentwood office/warehouse is just 7.3 miles from the Cross Road site, we are able to reach Exeter within 15 minutes to not only provide efficient in-person development and installation services but also meet any maintenance needs the Town may have in the future.

If ReVision is selected by the Town of Exeter, the following members of our in-house team will have direct involvement in performing the required project development and management services, along with the several supporting colleagues on our in-house Engineering/Design, Legal/Finance, and Operations teams. Brief resumes of the key project team members are below highlighting relevant experience; full resumes are available upon request. Since each employee-owner on the project team is actively involved in developing/managing between 20-50 projects at a time and the status of projects changes on a daily-weekly basis, it is not possible to list all current projects and their status in the available space; project listings for specific staff can be provided on request. Branch office locations are indicated in parenthesis after each team member's name.

Our expertise also extends to the policy and regulatory domain, with multiple employee-owners who formerly worked in state government (including senior positions at the NH Public Utilities Commission) developing and improving net metering and other clean energy legislation/regulations. Although ReVision has developed our own internal capacity to meet our clients' EPC as well as project development, permitting, and financing needs, we are pleased to partner on this set of projects with our primary electrical subcontractor for New Hampshire, Ayer Electric, which is fully prepared to install the two solar systems proposed under the direct management/oversight of ReVision.

As an employee-owned Benefit Corporation, ReVision consciously eschews organizational hierarchies in favor of team-based 'distributed leadership' and does not maintain an organizational chart. We are also proud to count many women, veterans, and people from disadvantaged backgrounds among our employee-owners, each enjoying a full and equal stake in the success of the company as we continue to grow. We are fully eligible to contract with any federal, state, or local agencies.

**Bill Behrens, PhD, *Co-Founder & Managing Partner***  
*(Companywide)*

As a managing partner at ReVision Energy, Bill provides oversight to both the Engineering and Finance divisions with which the District would have extensive dealings on the proposed solar projects. Bill earned a PhD in Environmental Economics and a BS in Electrical Engineering from Massachusetts Institute of Technology (MIT), where he co-authored the seminal book *Limits to Growth* (1972), a systematic examination of the emerging challenge of global resource constraints. He taught Resource Economics at Dartmouth College before moving to Maine and entering the solar industry.



- Cofounded the Green Store in Belfast, ME, from which developed Energyworks and then ReVision Energy
- Oversaw the design and installation of tens of megawatts of solar PV in northern New England's relatively harsh climate over the last 20 years
- Spearheaded ReVision's initiatives in providing solar to more than 100 municipalities and other tax-exempt institutions throughout New England via solar PPAs

**Dan Clapp, *General Manager and Partner*** *(New Hampshire)*

Since joining ReVision Energy in 2010, Dan has served as a partner and was instrumental in launching and growing the New Hampshire and Massachusetts branches. After earning his BS in Environmental Science from the University of New Hampshire, Dan worked as an energy consultant prior to joining ReVision Energy as General Manager of the New Hampshire operation.



- Oversaw the addition of more than 75 values-driven employees and the rapid growth of the company's NH and MA operations
- Manages the New Hampshire team that successfully designed and installed over 2,000 renewable energy systems and has been recognized as NH "Business of the Year" in 2018 by Business NH Magazine and "Best Solar Company in New Hampshire" in 2018 by NH Business Review
- NABCEP solar PV technical sales certification

James Hasselbeck, *Director of Operations (Companywide)*

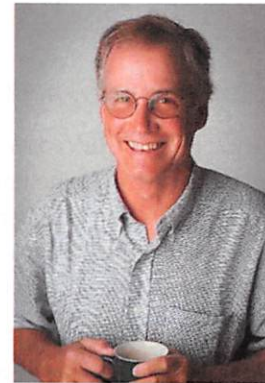
James has been involved in the design, engineering, and construction of public and private renewable energy projects since 2006. After graduating from the University of Vermont, he was the Electrical Division project manager of Waterline Industries, a general contractor focused on the design and construction of water and wastewater treatment facilities throughout New England. There he managed infrastructure projects ranging from \$200,000 to \$12 million and taking 3-24 months to complete. Joining ReVision Energy in 2013, James maintains responsibilities for all construction operations companywide.



- Oversees design, estimating, project management, and commissioning for our municipal and commercial installations
- NABCEP certified solar PV installer and has completed over 120 hours of Interstate Renewable Energy Council (IREC) certified Advanced Solar Design courses; Energy Council (IREC) certified Advanced Solar Design courses
- Oversaw the expansion of ReVision's O&M division to more than triple its size and workload

Stephen Hinchman, *Chief Counsel (Companywide)*

Steve has served as the director of ReVision Energy's Finance division since 2011. A 2003 summa cum laude graduate of the Vermont Law School, Steve specializes in developing financial and tax-advantaged investment models to achieve the most cost effective financial structures for municipal solar development. Steve brings more than 40 years of legal and public policy experience to ReVision, including a decade of energy and environmental law practice in New England.



- Guided the company in the development of \$10+ million company-owned, and \$5+ million investor-owned solar PPA projects
- Admitted to the bar in Maine, the U.S. District Court of Maine, and the First and D.C. Circuit Courts of Appeals, and has participated in climate cases before the Second and Ninth Circuit Courts of Appeals
- Practiced before the Maine Board of Environmental Protection, the Land Use Regulatory Commission, the Maine Ethics Commission, and the Legislature's Joint Standing Committees on Natural Resources and Energy and Utilities

*Dan Weeks, Director of Market Development (New Hampshire)*

Dan first began working on solar as a member of the award-winning ConVal Solar Race Car Team in the 1990s and brings over 15 years' experience raising capital, developing policy, and managing complex projects in the nonprofit and public sector. As Director of Market Development since 2017, Dan is responsible for developing large-scale solar projects with C&I partners, advancing policy solutions to accelerate the clean energy transition, and educating the public about clean energy. A cum laude graduate of Yale and Oxford University (Marshall Scholar), Dan has written on clean energy in state and national media.



- Managed nearly \$15 million in municipal and institutional solar projects in New Hampshire in 2019 with \$25+ million in projects under active development for 2020
- Oversaw project development and financing for New Hampshire's largest municipal and commercial solar projects, including the Cities of Concord, Nashua, Keene, and Dover
- Raised over \$10 million in investor capital to help seed ReVision Solar Impact Partners, an innovative investing initiative bringing solar to schools and nonprofits across New England

*Sam Lavallee, Director of Financing (Companywide)*

Sam has been involved in the solar energy industry since 2007. After graduating from the University of Vermont, Sam began his professional career at Mercury Solar Systems, Inc., a startup focused on the design and construction of residential, commercial, and utility scale solar. He was responsible for commercial and industrial project pricing, sales operations, management of financial partners, and procurement for projects ranging from \$100,000 to \$10 million. Sam joined ReVision Energy in 2013.



- Managed the growth of commercial and industrial sales and annual revenue at ReVision from under \$1 million in 2013 to over \$15 million in 2018
- Directs the organizational leadership and strategic direction of ReVision's Commercial & Industrial (C&I) program
- Oversees the C&I project financing program, including managing ReVision's major project financing partners, project due diligence, and placement of capital for project finance

Rebecca Austin, *Acting Director of Engineering (Companywide), Design & Estimating Team Leader (Companywide)*

Working with Director of Engineering Geoff Sparrow, Becca provides hands on leadership to ReVision's Design and Estimating team in all aspects of system design for commercial and institutional (C&I) projects. Born and raised in East Millinocket, Becca is a native Mainer with a biology degree from Bowdoin College. In her four years with ReVision, she has served in multiple design roles for both residential and commercial solar PV projects.

- Worked as ReVision Solar Design Specialist managing all aspects of solar design, estimating, and client engagement for residential customers
- Develops municipal solar array designs from preliminary stage to utility interconnection to For Construction stage; creates CAD renderings, electrical one-lines, to meet local code and state permitting requirements
- Oversees development of hundreds of commercial and institution solar designs by Design & Estimating team annually



Ned Raynolds, *Commercial Solar Consultant (New Hampshire)*

Ned began his 24 year "second career" in the energy field in 1996 after earning a Master's degree from Harvard's Kennedy School of Government and joining the Lawrence Berkeley National Laboratory's Washington DC office to provide analytical support for the U.S. EPA's then-nascent ENERGY STAR<sup>®</sup> program. Prior to that he served eight years on active duty after graduating from the U.S. Coast Guard Academy, with tours in Portland, Maine, Washington DC and San Francisco. His experience spans energy efficiency and clean energy policy work at the federal and state levels to sales and energy efficiency and solar project development for a Fortune 100 energy services company. Serving three terms on the Portsmouth City Council also gives him a deep understanding of municipal government finances and operations. Since joining ReVision in 2018, Ned has developed a large ground-mounted project for a regional water & wastewater precinct, a new construction 650 kW School District project, and a five-building portfolio of projects for a NH municipality, as well as several >100 kW commercial and municipal rooftop projects.



*Bobby O'Brien, Commercial Project Manager & Electrician  
(NH)*

Bobby has been passionate about protecting the environment since studying environmental science in high school. After graduating from Plymouth State University in 2011 with a degree in Environmental Science & Policy, Bobby spent a few years living, skiing, and traveling in northern California. The impact of climate change in this part of the country was extremely evident. Hoping to combat climate change, Bobby has worked for Revision Energy since 2015 and in 2017 moved into the position of Commercial Project Manager.

- Oversees all project execution steps from contract through design, engineering, permitting, utility interconnection, procurement, construction, and commissioning for municipal and commercial solar projects, including Dartmouth College (2018), City of Nashua (2019), etc.
- Journeyman Electrician with over 8,000 hours of on-the-job training and 500 hours of classroom training



*Christopher Lee, Master Electrician & O&M Lead (New Hampshire)*

Chris has been involved in the design, engineering, and construction of public and private renewable energy projects since 2008. After getting degrees in International Business and Management Science, he served as an officer the US Army. This last experience had lead him into renewable energy sector. Since joining ReVision Energy in 2012, Chris has managed over 100 PV installation projects. He currently fulfills system inspection and repair responsibilities for our O&M operations for PV energy systems located in Maine, New Hampshire, Vermont, and Massachusetts.

- NABCEP certified installation professional responsible for inspecting, servicing, and maintaining large-scale commercial and institutional solar projects
- Holds his Master Electrician license in Maine, New Hampshire, Vermont, and Massachusetts
- Solar Energy International PV O&M 350 and 351 course Graduate and Forklift Operator License



## Project References

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ReVision Energy has installed over 9,000 solar energy systems in Northern New England since 2003. A sampling of projects in excess of 100 kW for commercial, industrial, and institutional clients in New Hampshire is provided below, along with selected municipal and school projects in Maine; detailed project descriptions are available on request and are included for a representative sampling of projects in the following section. In addition to the projects listed, ReVision has over 185 MW worth of CI&I projects currently under contract for permitting and construction in 2021-22.

### *Selected Commercial & Industrial Projects >100 kW in New Hampshire<sup>2</sup>*

<b>Solar Projects</b>	<b>Location</b>	<b>Capacity</b>	<b>Utility</b>	<b>Installation</b>	<b>Year</b>
Associated Grocers of New England	Pembroke	1,294	Eversource	Rooftop	2020-21
Bellavance Beverage Company	Londonderry	1,158	Eversource	Rooftop	2020
Wire Belt Company of America	Bedford	1,085	Eversource	Rooftop	2015-21
Turbocam International	Barrington	869	Eversource	Rooftop	2021
Filtrine Manufacturing Company	Keene	793	Eversource	Rooftop	2019
WS Badger Company	Gilsum	487	Eversource	Roof + Grnd	2020
Monadnock Affordable Housing Corp.	Keene	435	Eversource	Rooftop	2017-20
Cirrus Systems, Inc.	Portsmouth	187	Eversource	Rooftop	2020
The Woodlands at Harvest Hill	Lebanon	175	Eversource	Rooftop	2019
Pinnacle Leadership Center	Kensington	148	Eversource	Ground	2018
Mount Washington Valley Adult Center	Center Conway	146	NHEC	Rooftop	2018
Contemporary Chrysler	Milford	135	Eversource	Rooftop	2018
Chamberlain Machine	Walpole	132	Eversource	Rooftop	2016
Tru Form Precision Manufacturing	Plaistow	122	Eversource	Rooftop	2015
Keene Mini Storage	Keene	114	Eversource	Rooftop	2020
Keeler Realty	Pembroke	114	Eversource	Rooftop	2016
Lakes Region Community Developers	Gilford	105	NHEC	Rooftop	2018
Tupelo Music Hall	Derry	100	Eversource	Rooftop	2018

<sup>2</sup> The absence of single projects over 1 MW (AC) or 1.5 MW (DC) is a result of net metering restrictions which have prevented development of larger projects in NH and, until recently, in ME. The passage in 2020 of SB 159 through the NH House and Senate would have significantly altered the landscape by raising the per-project NH net metering cap from 1 MW (AC) to 5 MW (AC) but it was vetoed by Gov. Sununu; a veto override vote is expected in Sept. 2020

*Selected Institutional Projects > 100 kW in New Hampshire and Maine*

<b>Solar Projects</b>	<b>Location</b>	<b>Capacity</b>	<b>Utility</b>	<b>Installation</b>	<b>Year</b>
City of Keene, NH (portfolio)	NH	2.2 MW	Eversource	Ground + Roof	2018-21
Town of Hanover, NH (portfolio)	NH	2.0 MW	Liberty	Ground	2019-20
City of Portland/S Portland Landfills	ME	2.0 MW	CMP	Ground	2017-18
City of Nashua, NH (portfolio)	NH	1.6 MW	Eversource	Rooftops (5)	2019-20
Dartmouth College Campus (portfolio)	NH	1.5 MW	Liberty	Rooftops (20+)	2017-20
MRRA - Brunswick Landing	ME	1.5 MW	CMP	Ground	2017-18
City of Dover, NH (High School, Pool)	NH	1.0 MW	Eversource	Rooftops (3)	2018-19
Town of North Conway WWTF	NH	1.0 MW	Eversource	Ground	2020-21
Town of Kennebec WWTF	ME	1.0 MW	CMP	Ground	2018
Caribou Utilities District WWTF	ME	1.0 MW	CMP	Ground	2019
City of Belfast Public Works	ME	1.0 MW	CMP	Ground	2018
Town of Freeport WWTF	ME	928 kW	CMP	Ground	2019
City of Lebanon, NH (portfolio)	NH	836 kW	Liberty	Ground + Roofs	2019
Town of Hooksett WWTF	NH	786 kW	Eversource	Ground	2020-21
Town of Durham Portfolio	NH	771 kW	Eversource	Ground + Roofs	2014-17
City of Concord WWTF	NH	720 kW	Unitil	Ground	2020-21
Mt. Ararat High School	ME	633 kW	CMP	Rooftop	2020
Town of Limestone WWTF	ME	596 kW	CMP	Ground	2018
Phillips Exeter Academy Field House	NH	535 kW	Liberty	Rooftop	2017
Town of Windham	ME	503 kW	CMP	Ground	2019
Proctor Academy Campus Portfolio	NH	485 kW	NHEC	Ground + Roofs	2015-19
Town of Cumberland	ME	462 kW	CMP	Ground	2019
Town of Gray	ME	360 kW	CMP	Ground	2019
Inter-Lakes High School	NH	346 kW	NHEC	Ground	2015
Hebron Academy Athletic Center	ME	267 kW	CMP	Rooftop	2016
Village District of Eastman	NH	260 kW	Liberty	Ground	2015-16
The Ecology School	ME	257 kW	CMP	Rooftop	2019
The MacDowell Colony	NH	240 kW	Eversource	Ground	2016-19
Franklin Pierce University	NH	237 kW	Eversource	Rooftop	2020-21
Derryfield School	NH	192 kW	Eversource	Rooftop	2019
Town of Bow Public Works	NH	187 kW	Eversource	Rooftop	2019
City of Claremont WWTF	NH	151 kW	Liberty	Ground	2020



## City of Keene Municipal Solar Portfolio

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ReVision installed a 643.2 kW (DC) solar array in Fall 2018 on the City of Keene Public Works building after winning a competitive RFP in Summer 2018. The system is financed by ReVision impact investors who sell the electricity generated by the system to the City at below-market rates through a standard Power Purchase Agreement (PPA). ReVision also completed a dozens of smaller rooftop solar arrays for the Monadnock Housing Authority in 2018-2020 and is slated to install a 1.4 MW solar array at the City's Wastewater Treatment Facility in 2020-21. All projects have been awarded via competitive RFP.

Project Location: Keene Public Works, 350 Marlboro Street, Keene, NH 03431

Commercial Operation Date: December 2018

Project Details:

- Energy generation: 738,779 kWh/year
- Major equipment: 1,552 REC 345W solar modules, 8 SMA Core 50kW inverters, Ecolibrium Ecofoot 2+ ballasted racking on the roof, Also Energy data acquisition RGM
- Completed on budget and ahead of schedule after structural/design delays from City

Reference: Duncan Watson, Assistant Public Works Director

[dwatson@ci.keene.nh.us](mailto:dwatson@ci.keene.nh.us), (917) 445-4131, 350 Marlboro St, Keene, NH 03431



## Kennebec Sanitary Treatment District PPA

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ReVision Energy installed a 968.7 kW (DC) array on the grounds of the Kennebec Sanitary Treatment District (KSTD) in 2018, financing via an innovative PPA partnership between mission-driven solar investors USDA Rural Development debt. The installation crew and machinery had to contend with the undulating terrain while making sure everything was assembled accurately both vertically and horizontally. Permitting for the project was complicated due to the site's proximity to a river and the previous condition of the site. Through careful due diligence and investigation by ReVision, we were able to address these and other project challenges and complete construction on schedule during Fall 2018.

Project Location: 401 Water St., Waterville, ME

Commercial Operation Date: December 20, 2018

Project Details:

- Energy generation: 1,220,630 kWh/year
- Major equipment: 2,808 REC 375W solar modules, 13 SMA STP Core 1 50 kW three phase grid tied inverters, RBI driven pile racking, Locus Energy revenue grade meter
- Completed on budget and on schedule

Reference: Tim LeVasseur, Superintendent, Kennebec Sanitary Treatment District



(207) 873-0611, [tLeVasseur@kstd.com](mailto:tLeVasseur@kstd.com), 401 Water St, Waterville, ME 04901

## Town of Hanover Water Department and Portfolio

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In 2018, ReVision Energy was selected via competitive RFP to install rooftop solar arrays at the Hanover Water Reclamation Facility and Hanover Town Hall. After successful completion of the projects, ReVision was awarded 720 kW and 1.0 MW ground-mounted solar arrays adjacent to the Hanover Water Department on Grasse Road as well 180 kW of rooftop systems at the Hanover DPW and Fire Station, installed in 2019-21. The large ground mounts are currently under construction after detailed site plan review, NHDES Alteration of Terrain permitting, Liberty Utilities System Impact Study, and PUC negotiations. ReVision's Upper Valley partner Energy Emporium (now part of ReVision) also installed smaller-scale solar arrays for the Town of Hanover as early as 2015 and served as the Town's solarize partner.

Project Location: Hanover NH Water Department, Grasse Rd, Hanover and Town Rooftops

Commercial Operation Dates: 2015 (Energy Emporium) to 2021

Project Details:

- Hanover Water Department: 1.7 MW ground mount (driven piles) on wooded lots
- Hanover Water Reclamation Facility: 69.8 kW ballasted rooftop on EPDM membrane
- Hanover Town Hall: 16.6 kW ballasted rooftop on TPO membrane
- Hanover DPW and Police/Fire Station: 180 kW on four pitched and membrane rooftops

Reference: Julia Griffin, Town Manager, Town of Hanover  
(603) 643-0701, [julia.griffin@hanovernh.org](mailto:julia.griffin@hanovernh.org), 41 S Main St, Hanover, NH 03755



## Nashua Municipal & School District Portfolio

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ReVision installed three rooftop solar arrays totaling 641 kW (DC) for the City of Nashua in Fall 2019 after winning a competitive RFP in Spring 2019. The systems at the City Transit Garage, Lake Street Fire Station, and Conway Ice Arena constitute the first of multiple phases of planned solar installations by the City and School District to meet its stated goal of 100% carbon-neutral by 2050. The first two school arrays, totaling 1 MW, were installed in fall 2020, and two more are slotted for 2021-22. Each of the arrays utilizes a different type of mechanical attachment to match the different roof types (flat rubber membrane, flat corrugated metal, pitched standing seam). The projects were financed by a local impact investor through ReVision Solar Impact Partners under a PPA, which generates immediate cost savings for taxpayers.

Project Location: 5 Stadium Drive / 9 Riverside Street / 177 Lake Street / Schools

Commercial Operation Dates: December 2019 (City), November 2020 (School District)

Project Details:

- Energy generation: 1,600,000+ kWh/year
- Major equipment: REC 320W, 350W, and 380W solar modules, SolarEdge three-phase inverters and RGM, Ecolibrium Ecofoot 2+ ballasted and IronRidge pitched racking
- Completed on budget and on schedule

Reference: Municipal Buildings: Doria Brown, Nashua Energy Manager

[brownd@nashuanh.gov](mailto:brownd@nashuanh.gov), (551) 795-5502, 229 Main Street, Nashua, NH 03060

School District: Shawn Smith, Facilities Manager, [smithsha@nashua.edu](mailto:smithsha@nashua.edu), (603) 589-2785



## City of Dover - Dover School District Portfolio

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In 2019, ReVision Energy installed a 912 kW (DC) array on the roof of the new Dover High School, the largest rooftop system in New Hampshire by panel count. After winning the project via competitive RFP, ReVision engaged in extensive planning and logistics with City, School, and Eversource officials to ensure that no part of the installation (including crane work) interfered with the active school in session. As with all membrane roofs, utmost care had to be taken to avoid damage and ensure the roof conformed to all manufacturer requirements for the warranty preservation. ReVision is also providing educational programming at the Career Technical Center and other public benefits. We also installed solar at the Dover Indoor Pool and Children's Museum, and we continue to work with the City on expanded solar opportunities to meet their sustainability commitments.

Project Location: 25 Alumni Drive, Dover, NH 03820

Commercial Operation Date: September 2019

Project Details:

- Energy generation: 1,055,330 kWh/year
- Major equipment: 2,851 REC 320W solar modules, 7 SolarEdge 100k and 1 66.6k three-phase inverters, Ecolibrium Ecofoot 2+ ballasted racking, Locus Energy RGM
- Completed on budget; commissioning extended due to utility upgrade delays

Reference: Christopher Parker, Assistant City Manager  
[c.parker@dover.nh.gov](mailto:c.parker@dover.nh.gov), (603) 516-6008, 288 Central Ave, Dover, NH 03820



## City of South Portland Landfill

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The South Portland municipal landfill project was installed on a capped municipal landfill located off Highland Avenue in South Portland. Construction of this 1,016 kW (DC) grid-tied ground array began in late June 2017 and the system was interconnected and commissioned in Fall 2017. To comply with environmental permitting requirements and avoid penetrating the landfill cap, the solar arrays were mounted on 480 ballasted foundations which were formed and then poured in place utilizing pump trucks and concrete buggies. The project was permitted in-house and maintained compliance with Maine Department of Environmental Protection (MDEP) and City of South Portland regulations, including weekly inspections

Project Location: 929 Highland Ave, South Portland, ME

Commercial Operation Date: October 13, 2017

Project Details:

- Energy generation: 1,248,320 kWh/year
- Major equipment: 2,944 REC 345W solar modules, 22 SMA Sunny Tripower 30000TL-US inverters mounted directly to PV racking, Solar Flex Rack concrete ballasted foundation, Also Energy revenue grade data acquisition system with weather station, 1,000A service to net meter on nine City of South Portland utility accounts
- Completed on time and on budget

Reference: Julie Rosenbach, Sustainability Director, City of South Portland, 207-347-4148  
[rosenbach@southportland.org](mailto:rosenbach@southportland.org), 25 Cottage Road, Portland, ME, 04106



## Midcoast Regional Redevelopment Authority (MRRA)

The 1,528 kW (DC) ground-mounted MRRA project was installed on the old Brunswick Naval Air Station, now known as Brunswick Landing. As part of redeveloping the Air Station after its closure, a self-contained microgrid was installed into which the new PV system was connected via a new 1,600A 480V combiner panel. The MRRA project is located on six acres of the airfield. A condensed timeline due to material availability and manufacturer delays resulted in the racking and module construction being completed in under four weeks or 50% of projected timeline. Given an active airport site, heightened safety precautions and strict access procedures had to be taken, while extreme weather conditions (gail force wind, rain, frigid cold, and snow) added additional constraints to an already tight timeline.

Project Location: Pegasus St., Brunswick, ME

Commercial Operation Date: December 27, 2017

Project Details:

- Energy generation: 1,248,320 kWh/year
- Major equipment: 2,560 REC 345W and 2,016 REC 320W PV solar panels, 34 SMA Sunny Tripower 30000TL-US inverters mounted to PV Racking, G-Max driven post ground-mounted racking with 708 galvanized steel posts, 800 feet of underground primary line extension via trenchless directional boring, Locus revenue grade data acquisition system
- Completed ahead of time after manufacturer delays and on budget

Reference: Steve Levesque, Executive Director, [stevel@mrra.us](mailto:stevel@mrra.us), (207) 798-6512



## Dartmouth College Campus Conversion

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In 2016, ReVision Energy bid for and was awarded Dartmouth College's first solar RFP to install solar on the roofs of Dartmouth College's Barry Sports Center (137 kW), MacLean Engineering Sciences Center (54 kW), and Davis Varsity House (20 kW). ReVision completed the highly-visible on-campus installations in 2017 and was also selected to install two off-campus solar projects for the college that same year. In March 2018, ReVision was again awarded a competitive RFP to install eight additional on-campus solar projects totaling over 500 kW across more than a dozen rooftops. ReVision was awarded the College's third RFP for over 750 kW across three more campus facilities in 2019. All Dartmouth solar projects spanning over 20 roof surfaces are financed via PPA by ReVision Energy and its impact investors.

Project Location: Multiple Dartmouth campus buildings in Hanover, NH

Commercial Operation Dates: December 2017 (Phase 1); October 2018 (Phase 2); Summer 2020 (Phase 3)

Combined Project Details:

- Energy generation: 1,700,000+ kWh/year
- Major equipment: REC 320W, LG 350W, and QCell 325W modules, SolarEdge three-phase inverters, Exolibrum Ecofoot 2+ racking, IronRidge racking, Locus and SE RGMs
- Completed on budget and on accelerated schedule based on stringent College-provided timeframe (to minimize interference with semester)

Reference: Abbe E. Bjorklund, PE, Director of Engineering and Utilities

[Abbe.E.Bjorklund@Dartmouth.edu](mailto:Abbe.E.Bjorklund@Dartmouth.edu), 603-646-1790, 6 Vox Lane, Hanover, NH 03755







### Business Details

Business Name: REVISION ENERGY INC.	Business ID: 779827
Business Type: Foreign Profit Corporation	Business Status: Good Standing
Business Creation Date: 09/29/2017	Name in State of Incorporation: REVISION ENERGY INC.
Date of Formation in Jurisdiction: 09/29/2017	
Principal Office Address: 91 West Main Street, Liberty, ME, 04949, USA	Mailing Address: 91 West Main Street, Liberty, ME, 04949, USA
Citizenship / State of Incorporation: Foreign/Maine	
	Last Annual Report Year: 2020
	Next Report Year: 2021
Duration: Perpetual	
Business Email: cdonovan@revisionenergy.com	Phone #: 207-589-4171
Notification Email: heather@revisionenergy.com	Fiscal Year End Date: NONE

### Principal Purpose

S.No	NAICS Code	NAICS Subcode
No records to view.		

### Principals Information

Name/Title	Business Address
William N. Levay / Vice President	91 West Main St., Liberty, ME, 04949, USA
Fortunat C. Mueller / President	91 West Main St., Liberty, ME, 04949, USA
Steve F. Hinchman / Director	91 West Main St., Liberty, ME, 04949, USA
Daniel J. Clapp / Director	91 West Main St., Liberty, ME, 04949, USA
Philip B. Coupe / Director	91 West Main St., Liberty, ME, 04949, USA

### Registered Agent Information

Name: Daniel Clapp
Registered Office 7 Commercial Drive, Brentwood, NH, 03833, USA

## Appendix

## NABCEP Certified Solar Installers Employed by ReVision Energy

The North American Board of Certified Energy Practitioners ([NABCEP](#)) is a volunteer board of renewable energy stakeholder representatives that includes representatives of the solar industry, NABCEP certificants, renewable energy organizations, state policy makers, educational institutions, and the trades. Each member of the board was chosen because of his or her experience and involvement in the solar energy industry.

NABCEP's mission—to support, and work with, the renewable energy and energy efficiency industries, professionals, and stakeholders—is intended to develop and implement quality credentialing and certification programs for practitioners.

NABCEP's goal is to develop voluntary national certification programs that will:

- Promote renewable energy;
- Provide value to practitioners;
- Promote worker safety and skill; and
- Promote consumer confidence

NABCEP is committed to providing a certification program of quality and integrity for the professionals and consumer/public it is designed to serve. Professionals who choose to become certified demonstrate their competence in the field and their commitment to upholding high standards of ethical and professional practice.

### PV Installer Certification

The NABCEP PV installer certification is a voluntary certification that provides a set of national standards by which PV installers with skills and experience can distinguish themselves from their competition. Certification provides a measure of protection to the public by giving them a credential for judging the competency of practitioners. It is not intended to prevent qualified individuals from installing PV systems nor to replace state licensure requirements.

The target candidate for NABCEP certification is the person responsible for the system installation (e.g., contractor, foreman, supervisor, or journeyman).

The NABCEP PV Installer certification has been developed in accordance with the the certification field's best practices. NABCEP is a member of the Institute for Credentialing Excellence (I.C.E.) and has endeavored to follow the requirements of [ISO/IEC Standard 17024](#): General Requirements for Bodies Operating Certification Systems of Persons.

NABCEP's PV Installer Certification is North America's only renewable energy personnel certification that has been ANSI accredited to the internationally recognized ISO/IEC 17024 standard.



### PV Installation Professional

Chris Lee  
Bill Levay  
Kim Quirk  
Ryan Herz  
Hans Albee  
Brian Byrne  
Jeff Cantara  
Josh Baston  
Bill Pennings  
Noah Watson  
Amy Farnham  
Nathan Poland  
James Hasselbeck  
Gifford Jenkins-Davis



David Sharples &lt;dsharples@exeternh.gov&gt;

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**RE: Solar RFP**

1 message

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**Ned Reynolds** <eraynolds@revisionenergy.com>  
To: David Sharples <dsharples@exeternh.gov>

Fri, Dec 18, 2020 at 5:22 PM

Hi Dave,

You bet – see my answers inserted w/your questions below:

And, have a great weekend!

Ned

**From:** David Sharples <dsharples@exeternh.gov>  
**Sent:** Friday, December 18, 2020 4:25 PM  
**To:** Ned Reynolds <eraynolds@revisionenergy.com>  
**Subject:** Re: Solar RFP

Hi Ned,

Thanks!

I do have a few questions for you regarding the ownership path:

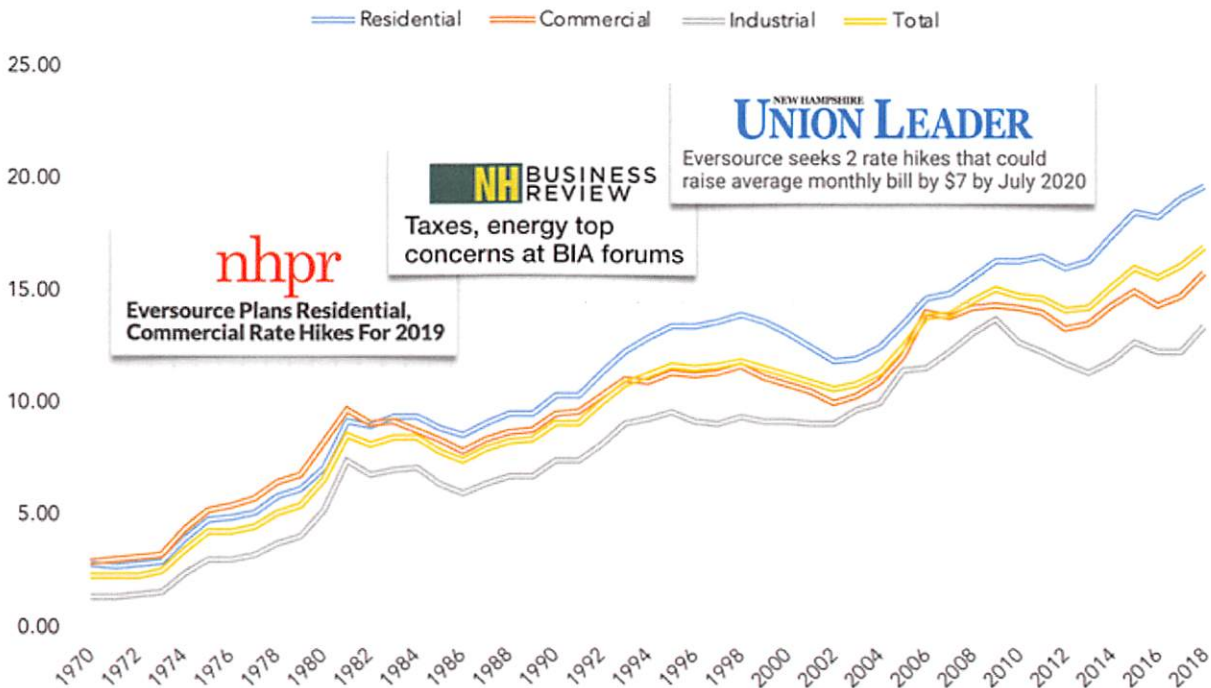
1. Solar Generation: Is there any chance that the solar generation projections in this column can fluctuate? If so, why? I ask because we have a small solar array at the DPW and the actual solar generation is a bit off (lower) from what was projected.
- Yes some fluctuation can be expected, because any year can have anomalies in the number of cloudy hours, sunny hours, snowfall (when panels might remain covered in snow – although ground mount 43 degree tilt that's expected to be minimal). The weather dataset we used inside of Helioscope (the Design Software) is a 30-year dataset from the National Weather Service, as recommended by the National Renewable Energy Laboratory.

Beyond that, the kWh production numbers are driven by many other settings and assumptions in the model; as a principal ReVision uses conservative assumptions, as we prefer to under-promise and if a customer judges a project to be worth their investment based on our numbers, and then in practice experiences better, that's what we want. In our experience many other companies don't follow that practice. In the case of your DPW array, I believe Clay Mitchell, Mike Behrmann and Sara Greenshields (Revolution LLC) are all honest, scrupulous people – it's my understanding there has been a lot of work/changes going on at DPW site that may have interfered with steady production as expected. Beyond that I would attribute any over-estimation of production, if that actually occurred, to perhaps inexperience with the modeling – that was 2013.

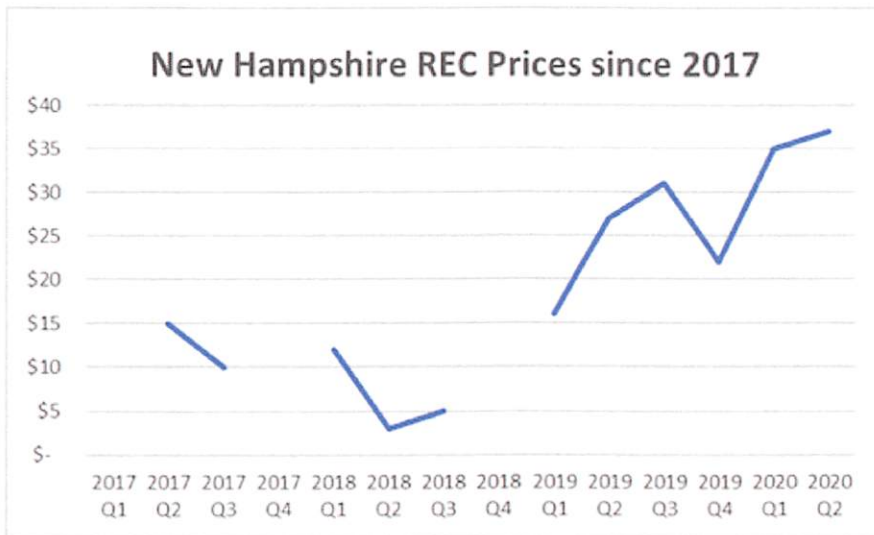
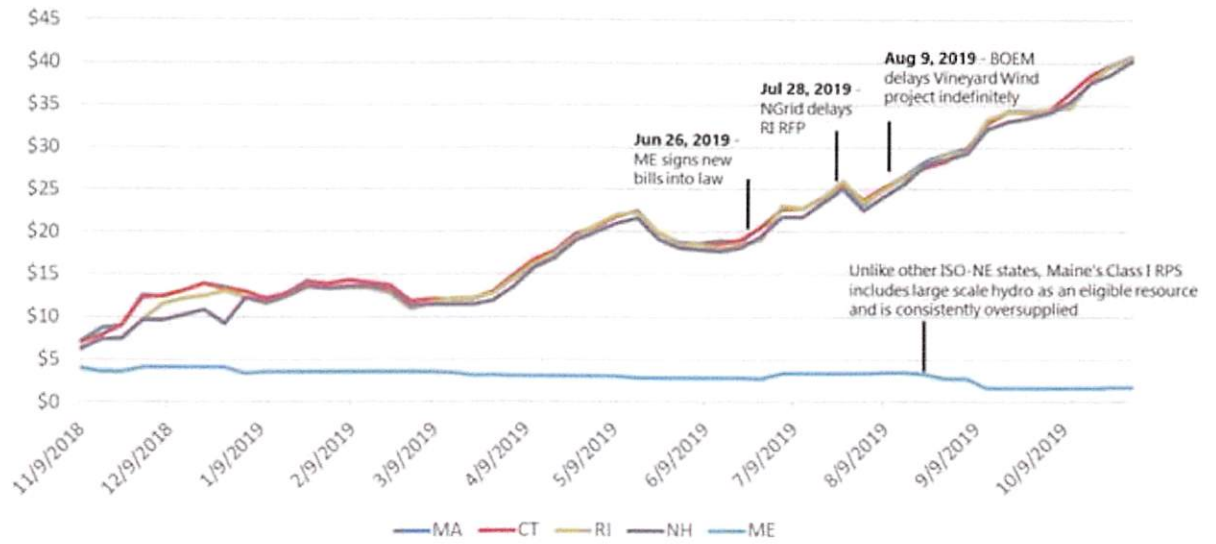
But bottom line for the Landfill array, ReVision will stand behind the numbers in our projection – not that there might be a shortfall in a single, anomalous year, but that over a multi-year period and certainly the long haul that the production will exceed what we project.

2. Utility \$/kWh: Year 1 is \$0.0770 with a 2.5% utility escalator. Can you provide any historical data to provide a level of comfort that a 2.5% escalator is a good assumption?

- As the graph below shows, utility prices are like the stock market – they DO experience relatively short-term periods where they stall and may even decline, but over the long term they go up, with/above inflation. The 30 year trend since 1990 is an average annual rate of 3.1%; Per what I said above about ReVision’s approach, we routinely use 2.5%/yr as a projection of utility price escalation. As you can see the graph does not include 2019 and 2020, as the data (the graph) is from the U.S. Energy Information Administration and that’s how much of a lag there is to their collection and publication ... 2019 and ’20 have been a period of slightly DECLINING rates (similar to 2000-22202 and 2011-2013), but we believe that with COVID subsiding and the economy likely to pick back up in 2021, utility rates will likely begin to tick up again. Remember that utility rates are driven not only by the cost of fuel inputs (natural gas, other sources) but also the investments that utilities (us ratepayers) must make in the Transmission & Distribution infrastructure, and there is a lot of that coming down the pike – Eversource most recently applied for a 24% increase in the T&D portion of their rate!



- REC's: Can you provide any data that backs up the assumptions of a \$35/MWh REC value? It appears that REC's can vary significantly from year to year so we are interested in why you believe \$35 is a good number..
  - Yes, good question. RECs are entirely a creation of policy (specifically the state policy known as the Renewable Portfolio Standard, RPS) that requires a certain amount of electricity on the grid to come from renewable sources. The price of RECs as you note can fluctuate based on a number of things that happen in the market that is created by those policies (six separate state policies in New England, of which NH's is by far the "weakest"). But as the graph below shows, the trend is again, over the long term, upward over time. The first graph is monthly data assembled by a consulting firm (Power Advisory LLC) that tracks all six New England state markets over the course of 2019. The second graph is only our "in-house" data, inconsistently recorded quarterly, since early 2017, but it goes through the most recent auction in 2020, where the price was \$37. So in using the REC price of \$35 in our projection for the Exeter Landfill array, but holding it constant over the next 15 years (no escalation) we have kind of "split the difference" between confidence/optimism that the increasing trend over the last few years is solid – prices are not going to crater like they did in the past, but we're going to say they're going to just keep rising. While we certainly can't predict enactment of specific policies we believe there is a strong trend, including the posture of the incoming Biden Administration, toward pricing carbon and valuing clean energy more fully – for climate change/emissions reduction goals as well as appreciating its contributions to reduced stress on grid and pollution reduction/health benefits – that will keep the floor of REC prices in the 30s, at least, for the foreseeable future.



4. Your expenses do not appear to include insurance. i have a call intop primex but do you have any idea what it would cost to insure the array on an annual basis?
- You're correct, they don't. We assume that given the overall value and breadth of what municipalities are already insured for (through Primex here in NH), the solar property would not be a significant, if any, additional cost to insure. But I am glad you've reached out to Primex and would be very interested to hear their response – and we'd be happy to answer any questions for them if they have any!

Thanks,

Dave

On Fri, Dec 18, 2020 at 11:56 AM Ned Raynolds <eraynolds@revisionenergy.com> wrote:

Hi Dave,

**TAP Grant Sidewalks Bid Award & Additional Funding**



# TOWN OF EXETER

## *Planning and Building Department*

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

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

---

**Date:** December 30, 2020  
**To:** Russell Dean, Town Manager  
**From:** Dave Sharples, Town Planner  
**Re:** Transportation Alternatives Program project

As you are aware, the town received funding through the Transportation Alternatives Program (TAP) to construct sidewalks on portions of Spring St, Winter St and Epping Rd and reconfigure the Brentwood Rd/Epping Rd intersection in an effort to improve safety.

I am requesting that the Select Board consider two motions that will enable the town to complete the project. I have provided the motions below for convenience. The first motion is to authorize you to expend up to \$45,000 from the Special Highway Block Grant funding to provide the additional local match needed to complete the project. The second motion is to allow you to enter a contract with Northeast Earth Mechanics Inc.

When the TAP grant was submitted in 2016, the best estimate at that time ending up being less than the actual costs of the project. This program requires a 20% local match as 80% of the funding is supplied through the grant. I confirmed with NHDOT that the total cost of the project will be \$753,338.61. The town's 20% match is \$150,667.72. The town authorized \$108,252 in a 2017 warrant article so we need an additional \$42,415.72 to move forward with the project. I requested "up to \$45,000" in the motion below in the event something small comes up during construction and we can provide an additional \$2,584.28 in funding if the need arises.

The project was put out to bid by HTA in November and the bid closed on December 8, 2020. As you will note from the enclosed Bid Canvas, the town received three bids of \$542,680 from Northeast Earth Mechanics, \$565,562.27 from American Excavating Corp and \$737,799.70 from Jamco Excavators LLC. HTA has reviewed the bids and has recommended that the project is awarded to Northeast Earth Mechanics, Inc., the lowest qualified bidder. The HTA award recommendation letter is enclosed.

I will attend the upcoming Select Board meeting to present this request and be available to answer any questions the Board may have.

**Local Match Motion:** I move to authorize the Town Manager to expend up to \$45,000 out of the SB-38 Highway Block Grant Aid account for the required local match to complete the Epping Road, Winter Street, Spring Street Transportation Alternatives Program Sidewalk project, Federal Project No: X-A004 (611), NH Project No: 41372.

**Bid Award Motion:** I move to authorize the Town Manager to execute a contract with Northeast Earth Mechanics, Inc. to complete the Epping Road, Winter Street, Spring Street Transportation Alternatives Program Sidewalk project, Federal Project No: X-A004 (611), NH Project No: 41372 for an amount not to exceed \$542,680.00, 80% of which will be paid by federal funding.

Thank You.

Enclosures (2)



December 9, 2020

Mr. Dave Sharples  
Town Planner  
Town of Exeter  
10 Front Street  
Exeter, NH 03833



150 Dow Street  
Manchester, New Hampshire 03101  
603-669-5555  
603-669-4168 fax  
www.hoyletanner.com

Re: Bid Results  
Epping Rd, Winter St, Spring St TAP Sidewalk Project  
NHDOT Project No. 41372 / Federal Project No. X-A004(611)  
Hoyle, Tanner Project No. 095224

Dear Dave:

We have reviewed the bids received for the above-referenced project. A tabulation of these bids and our bid analysis is enclosed for your review. The purpose of this letter is to summarize the bid results and to make a recommendation of award.

The bids were opened at 2:00 pm on December 8, 2020. Three (3) bid proposals were received, and the following is a summary of the results:

<b>Engineers Estimate</b> Hoyle, Tanner & Associates Inc.	<u>Total Bid:</u>	\$474,022.50
<b>Northeast Earth Mechanics Inc.</b>	<u>Total Bid:</u>	\$542,680.00
<b>American Excavating Corp.</b>	<u>Total Bid:</u>	\$565,562.27
<b>Jamco Excavators LLC.</b>	<u>Total Bid:</u>	\$737,799.70

All bids received were responsive and contained the required bid bonds in the amount of 5% of the bid price. Northeast Earth Mechanics Inc. is the low bidder with a total bid of \$542,680.00

After reviewing and analyzing the bids received (in accordance with the Contract Documents and Section 26 of the NHDOT "Local Public Agency Manual for Development of Projects") and local experience and capabilities, we recommend award of the project to Northeast Earth Mechanics Inc.

However as the bids exceed the funds approved for construction, the first step should be presenting the bid results to NHDOT and requesting if there is additional funding available to cover the shortfall. While the Town does recognize that NHDOT has previously increased the project budget, the Town has made a good faith effort to continue to push the project along. If not available from NHDOT, the Town could consider if funding for the shortfall could be provided locally, which we understand is not likely. The third option would be to rebid the project, although a reduction in project costs can not necessarily be expected, as the project was bid at a beneficial time of year and we have not been made of any specific conditions that caused contractors to escalate their unit prices above the current construction market.

Should you have any questions please contact me at (603) 669-5555 or [shaas@hoyletanner.com](mailto:shaas@hoyletanner.com).

Very truly yours,  
***Hoyle, Tanner & Associates, Inc.***

Stephen B. Haas, PE  
Project Manager

Enclosures



**FY21 Operating Budget, Bonds & Warrant Articles**

**Legal Notice**  
**NOTICE OF PUBLIC HEARING**  
**TOWN OF EXETER 2021 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 2021 town warrant:

1. Salem Street Area Water, Sewer, Drainage, Road Improvements and Utility Replacements, \$5,530,000; (Water, Sewer, General Funds)
2. Groundwater Source Development, \$1,000,000 (Water Funds)
3. Wastewater Lagoon Sludge Removal, \$2,600,000 (Sewer Funds)

The public hearing will be held on Tuesday, January 19<sup>th</sup>, 2021 commencing at 7:00 p.m. on Zoom. The public is encouraged to attend virtually. This meeting is being held virtually in accordance with the Governor's Emergency Orders related to COVID-19.

Dated: December 18<sup>th</sup>, 2020

Exeter Select Board  
Niko Papakonstantis, Chair


**Legal Notice**  
**NOTICE OF PUBLIC HEARING**  
**TOWN OF EXETER 2021 OPERATING BUDGET**

The Exeter Select Board hereby gives notice of a public hearing on the Town of Exeter Fiscal Year 2021 operating budget and all financial and other warrant articles on Tuesday, January 19<sup>th</sup>, 2021, at 7:00 p.m., on Zoom. This hearing is held pursuant to RSA 32:5 and RSA 40:13 and will be held virtually in accordance with the Governor's Emergency Orders regarding COVID-19.

Dated: December 18<sup>th</sup>, 2020

Exeter Select Board  
Niko Papakonstantis, Chair

**TOWN OF EXETER  
MEMORANDUM**

TO: Select Board  
FROM: Town Manager   
RE: FY21 Budget Updates  
DATE: January 4<sup>th</sup>, 2021

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The status of the FY21 Operating Budgets are as follows:

General Fund - \$19,853,089, an increase of 1.26% or \$247,552 over FY20.  
Water Fund - \$4,045,061, an increase of 13.9%, or \$492,266 over FY20.  
Sewer Fund - \$7,006,241, a decrease of \$680,364, or -8.85% under FY20.

As mentioned in previous meetings, the FY21 general fund budget includes the first year of the library project debt. This payment totals \$417,166.

The main increases in the water fund are found in the capital outlay section with the various larger capital items recommended by the Budget Recommendations Committee.

The sewer fund has been decreased largely to reflect a decrease in the second year payment of the new Wastewater Facility.

There are a total of 3 bonds for consideration, as follows:

1. Salem Street Area Utility Improvements, \$5,530,000. This project would be shared by the water, sewer, and general funds. The general fund portion is \$1,010,000.
2. Groundwater source development, \$1,000,000. This project would continue the town's work on finding new groundwater sources to support the town's water supply. Payment on this bond would be made from the water fund.
3. Wastewater Lagoon Sludge Removal, \$2,600,000. This project would include removing sludge from the lagoons at 13 Newfields Road.

All of these projects were vetted by the Budget Recommendations Committee and recommended, and are included in the Town's CIP.

**Other Warrant Articles**

There are 3 general fund warrant articles also for consideration: Public Works Garage Design/Engineering, \$100,000; Public Safety Alternatives Analysis, \$100,000; and Parks Improvement Fund, \$100,000. All of these projects were supported by the Budget Recommendations Committee and are also in the Town's Capital Improvement Program.

**There are two articles that would be funded from water funds: Lagoon cleaning at the Surface Water Treatment Plant (\$275,000) and SWTP Upgrades (\$400,000).**



EXETER TOWN WARRANT – 2021

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, January 30<sup>th</sup>, 2021 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.

(IF HB1129 OPTIONAL MEETING IS CHOSEN THIS SECTION WILL BE REVISED)

**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 9<sup>th</sup>, 2021 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: 1 Moderator for a 2-year term; 1 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.

~~Article 2 Zoning Amendment #1: Impact Fee Amendment~~

~~Article 3 Zoning Amendment #2: Floodplain Amendment~~

**Article 4 – Salem Street Area Water, Sewer, Drainage Road Improvements and Utility Replacements (\$5,530,000)**

To see if the Town will vote to raise and appropriate the sum of five million five hundred thirty thousand and zero dollars (\$5,530,000) for the design and construction of water, sewer, drainage, road and utility improvements in the Salem Street area, and to authorize the issuance of not more than \$5,530,000 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, water fund, and sewer fund. (Estimated Tax Impact: assuming 10 year bond at .86% interest: .05/1,000, \$5/100,000 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 5 – Wastewater Lagoon Sludge Removal (\$2,600,000)**

To see if the Town will vote to raise and appropriate the sum of two million six hundred thousand and zero dollars (\$2,600,000) for the purpose of removing sludge from the wastewater lagoons at 13 Newfields Road, and to authorize the issuance of not more than \$2,600,000 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 through the New Hampshire Department of Environmental Services Clean Water State Revolving Fund for this purpose. Debt service to be paid from the Sewer Fund.

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

**Article 6 – Groundwater Source Development (\$1,000,000)**

To see if the Town will vote to raise and appropriate the sum of one million dollars (\$1,000,000) for the purpose of developing groundwater sources in the town, and to authorize the issuance of not more than \$1,000,000 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 through the New Hampshire Department of Environmental Services Clean Water State Revolving Fund for this purpose. Debt service to be paid from the Water Fund.

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

**Article 7 – Choose Town Officers**

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

**Article 8 – 2021 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 \$19,853,089. Should this article be defeated, the default budget shall be \$20,014,678, 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: .TBD/1,000 assessed property value, \$TBD/100,000 assessed property value).

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

**Article 9 – 2021 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 \$4,045,659. Should this article be defeated, the water default budget shall be \$3,529,026, 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 10 – 2021 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 \$7,006,241. Should this article be defeated, the default budget shall be \$6,910,055, 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 12 – Police Collective Bargaining Agreement (Reserved)**

**Article 13 – SWTP Lagoon Cleaning (\$275,000)**

To see if the Town will raise and appropriate, through special warrant article, the sum of two hundred seventy five thousand dollars (\$275,000), for the purpose of cleaning the lagoon at the surface water treatment plant on Portsmouth Avenue. This sum to come from \$275,000 in water fees. (Estimated Tax Impact: no tax impact, water funds).

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

**Article 14 – SWTP Upgrades (\$400,000)**

To see if the Town will raise and appropriate, through special warrant article, the sum of four hundred thousand dollars (\$400,000), for the purpose of making maintenance upgrades to the surface water treatment plant on Portsmouth Avenue. This sum to come from \$400,000 in water fees. (Estimated Tax Impact: no tax impact, water funds).

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

**Article 15 – Public Works Facility Garage (\$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 work toward a new garage at the Public Works Complex on Newfields Road. This sum to come from general taxation. (Estimated Tax Impact: .046/1,000, \$4.55/100,000 assessed property value).

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

**Article 16 – Public Safety Complex Alternatives Analysis (\$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 evaluating alternatives for a new public safety complex. This sum to come from general taxation. (Estimated Tax Impact: .046/1,000, \$4.55/100,000 assessed property value).

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

**Article 17 – 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 18 – 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 the unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

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

**Article 19 – 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 the unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

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

**Article 20**

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

\_\_\_\_\_  
Niko Papakonstantis, Chair

\_\_\_\_\_  
Molly Cowan, Vice Chair

\_\_\_\_\_  
Julie D. Gilman, Clerk

\_\_\_\_\_  
Lovey Roundtree Oliff

\_\_\_\_\_  
Daryl Browne

We certify that on the 25<sup>th</sup> day of January, 2021, we caused a true copy of the within warrant to be posted at the Exeter Town Hall on Front Street, the Exeter Public Library at Founder’s Park, Exeter High School at 1 Blue Hawk Drive, Talbot Gymnasium at Tuck Learning Campus, 40 Linden Street, and the Town Clerk’s Office, 10 Front Street.

Given under our hands and seal this \_\_\_\_<sup>th</sup> day of January, 2021.

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Niko Papakonstantis, Chair

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Molly Cowan, Vice Chair

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Julie D. Gilman, Clerk

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Lovey Roundtree Oliff

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Daryl Browne

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Town of Exeter						
2021 Select Board Budget						
Version #3 Updated: 12/16/2020						
DEPARTMENT	2020 Budget	2021 Prelim Budget	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget \$ Increase/- (Decrease)	2021 SB Budget vs. 2020 Budget %- Difference
<b>General Fund Appropriations</b>						
<b>General Government</b>						
Select Board	22,981	21,981	20,681	20,681	(2,300)	-10.01%
Town Manager	244,451	247,936	254,976	254,976	10,525	4.31%
Human Resources	150,748	124,365	132,735	132,735	(18,013)	-11.95%
Transportation	1	1	1	1	-	0.00%
Legal	80,000	80,000	80,000	80,000	-	0.00%
Information Technology	254,861	255,169	254,969	254,969	108	0.04%
Trustees of Trust Funds	891	891	891	891	-	0.00%
Town Moderator	1,319	754	754	754	(565)	-42.86%
Town Clerk	353,739	363,752	363,956	363,956	10,217	2.89%
Elections/Registration	30,601	12,058	12,058	12,058	(18,543)	-60.60%
<b>Total General Government</b>	<b>1,139,592</b>	<b>1,106,907</b>	<b>1,121,020</b>	<b>1,121,020</b>	<b>(18,572)</b>	<b>-1.63%</b>
<b>Finance</b>						
Finance/Accounting	329,674	339,352	338,957	338,688	9,014	2.73%
Treasurer	9,792	9,792	9,792	9,792	-	0.00%
Tax Collection	115,812	109,322	108,358	108,358	(7,454)	-6.44%
Assessing	253,610	235,361	234,994	234,994	(18,616)	-7.34%
<b>Total Finance</b>	<b>708,888</b>	<b>693,827</b>	<b>692,102</b>	<b>691,833</b>	<b>(17,056)</b>	<b>-2.41%</b>
<b>Planning &amp; Building</b>						
Planning	275,873	270,636	270,534	244,064	(31,809)	-11.53%
Economic Development	151,341	146,903	147,302	147,302	(4,039)	-2.67%
Inspections/Code Enforcement	265,855	271,374	271,392	271,392	5,536	2.08%
Conservation Commission	10,039	10,039	10,039	10,039	-	0.00%
Renewable Energy Expense	-	-	1	1	1	#DIV/0!
Zoning Board of Adjustment	4,326	4,326	4,326	4,326	-	0.00%
Historic District Commission	11,825	11,825	2,825	2,825	(9,000)	-76.11%
Heritage Commission	892	893	893	893	1	0.11%
<b>Total Planning &amp; Building</b>	<b>720,151</b>	<b>715,996</b>	<b>707,312</b>	<b>680,842</b>	<b>(39,309)</b>	<b>-5.46%</b>
<b>Public Safety</b>						
Police	3,325,944	3,338,240	3,359,779	3,403,634	77,690	2.34%
Fire	3,851,911	3,897,880	3,894,914	3,784,396	(67,516)	-1.75%
Communications	417,082	397,480	398,386	377,810	(39,272)	-9.42%
Health	135,010	119,196	119,196	119,196	(15,815)	-11.71%
<b>Total Public Safety</b>	<b>7,729,948</b>	<b>7,752,796</b>	<b>7,772,275</b>	<b>7,685,036</b>	<b>(44,912)</b>	<b>-0.58%</b>
<b>Public Works - General Fund</b>						
Administration & Engineering	412,348	405,490	405,359	405,359	(6,989)	-1.69%
Highways & Streets	2,112,946	2,012,671	2,017,597	2,017,597	(95,349)	-4.51%
Snow Removal	334,555	311,190	311,190	311,190	(23,365)	-6.98%
Solid Waste Disposal	1,304,764	1,379,885	1,388,385	1,388,385	83,621	6.41%
Street Lights	170,340	169,000	169,000	169,000	(1,340)	-0.79%
Stormwater	60,000	54,000	54,000	54,000	(6,000)	-10.00%
<b>Total Public Works - General Fund</b>	<b>4,394,953</b>	<b>4,332,235</b>	<b>4,345,531</b>	<b>4,345,531</b>	<b>(49,422)</b>	<b>-1.12%</b>
<b>Maintenance</b>						
General	527,219	556,395	548,185	548,185	20,966	3.98%
Town Buildings	289,424	303,451	293,445	293,445	4,021	1.39%
Maintenance Projects	100,000	100,000	100,000	100,000	-	0.00%
Mechanics/Garage	273,496	271,345	273,034	273,034	(462)	-0.17%
<b>Total Maintenance</b>	<b>1,190,139</b>	<b>1,231,191</b>	<b>1,214,664</b>	<b>1,214,664</b>	<b>24,525</b>	<b>2.06%</b>

Town of Exeter						
2021 Select Board Budget						
Version #3 Updated: 12/16/2020						
DEPARTMENT	2020 Budget	2021 Prelim Budget	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget \$ Increase/-(Decrease)	2021 SB Budget vs. 2020 Budget %- Difference
<b>Welfare &amp; Human Services</b>						
Welfare	73,052	73,120	73,120	73,120	68	0.09%
Human Services	103,805	106,720	106,720	106,720	2,915	2.81%
<b>Total Welfare &amp; Human Services</b>	<b>176,857</b>	<b>179,840</b>	<b>179,840</b>	<b>179,840</b>	<b>2,983</b>	<b>1.69%</b>
<b>Parks &amp; Recreation</b>						
Recreation	344,410	356,532	357,313	357,313	12,903	3.75%
Parks	218,182	222,121	222,863	222,863	4,681	2.15%
<b>Total Parks &amp; Recreation</b>	<b>562,592</b>	<b>578,653</b>	<b>580,176</b>	<b>580,176</b>	<b>17,584</b>	<b>3.13%</b>
<b>Other Culture/Recreation</b>						
Other Culture/Recreation	17,000	17,000	17,000	17,000	-	0.00%
Special Events	15,000	15,000	15,000	15,000	-	0.00%
<b>Total Other Culture/Recreation</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>	<b>-</b>	<b>0.00%</b>
<b>Public Library</b>						
Library	1,032,885	1,079,371	1,081,267	1,081,267	48,382	4.68%
<b>Total Library</b>	<b>1,032,885</b>	<b>1,079,371</b>	<b>1,081,267</b>	<b>1,081,267</b>	<b>48,382</b>	<b>4.68%</b>
<b>Debt Service &amp; Capital</b>						
Debt Service	1,055,140	1,374,215	1,374,215	1,374,215	319,075	30.24%
Vehicle Replacement/Lease	416,907	396,615	396,615	396,615	(20,293)	-4.87%
Misc. Expense	4	4	4	4	-	0.00%
Cemeteries	1	1	1	1	-	0.00%
Capital Outlay - Other	4,251	4,251	4,251	4,251	-	0.00%
<b>Total Debt Service &amp; Capital</b>	<b>1,476,303</b>	<b>1,775,086</b>	<b>1,775,086</b>	<b>1,775,086</b>	<b>298,783</b>	<b>20.24%</b>
<b>Benefits &amp; Taxes</b>						
Health Insurance Buyout/Sick Leave/Flex Spending	161,552	153,592	154,788	157,276	(4,276)	-2.65%
Insurance Reserves	-	121,220	-	-	-	-
Unemployment	2,897	2,897	2,897	2,897	-	0.00%
Worker's Compensation	213,402	216,299	236,198	236,198	22,796	10.68%
Insurance	63,379	63,379	69,424	69,424	6,045	9.54%
<b>Total Benefits &amp; Taxes</b>	<b>441,230</b>	<b>557,387</b>	<b>463,307</b>	<b>465,795</b>	<b>24,565</b>	<b>5.57%</b>
<b>Total GF Operating Budget</b>	<b>19,605,537</b>	<b>20,035,290</b>	<b>19,964,580</b>	<b>19,853,089</b>	<b>247,552</b>	<b>1.26%</b>
<b>Other Appropriations - Warrant Articles</b>						
Sidewalk Program	60,000				(60,000)	-100.0%
Snow/Ice Deficit Fund	50,000	50,000	50,000	50,000	-	0.0%
Sick Leave Expendable Trust Fund	100,000	100,000	100,000	100,000	-	0.0%
Cemetery Capital Reserve Fund					-	
Intersection Improvements Program					-	
ADA Accessibility CRF					-	#DIV/0!
Parks & Rec CRF	100,000	100,000	100,000	100,000	-	0.0%
Dispatch Communication upgrade					-	
Public Safety Study					-	
Pickpocket Dam Reclassification	110,000	300,000	100,000	100,000	(10,000)	-9.1%
Great Bridge Deficit Funding					-	
Swasey Parkway Maint Fund					-	
LED Streetlight Repl					-	
Town wide Vehicle Replacements	147,872				(147,872)	-100.0%
Conservation Fund Appropriation	50,000				(50,000)	-100.0%
Communications Repeater Site Impr	78,792				(78,792)	-100.0%
Metered Parking	115,000				(115,000)	-100.0%

Town of Exeter						
2021 Select Board Budget						
Version #3 Updated: 12/16/2020						
DEPARTMENT	2020 Budget	2021 Prelim Budget	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget \$ Increase/- (Decrease)	2021 SB Budget vs. 2020 Budget %- Difference
Stewart Park Seawall Deficit Funding		105,794	105,794	105,794	105,794	
Public Works Facility Garage		150,000	100,000	100,000	100,000	
Public Safety Alternatives Analysis		200,000	100,000	100,000	100,000	
Bike/Pedestrian Master Plan		25,000	-	-	-	
Waterfront Seawall		25,000	-	-	-	
<b>Total Other Approp.-WAR</b>	<b>811,664</b>	<b>1,055,794</b>	<b>655,794</b>	<b>655,794</b>	<b>(155,870)</b>	<b>-19.20%</b>
<b>Borrowing Other</b>						
Salem St. Area Utility Replacements		1,060,000	1,010,000	1,010,000	1,010,000	
<b>Total Borrowing Other</b>	<b>-</b>	<b>1,060,000</b>	<b>1,010,000</b>	<b>1,010,000</b>	<b>1,010,000</b>	
<b>Total GF &amp; WAR &amp; Borrowing</b>	<b>20,417,201</b>	<b>22,151,084</b>	<b>21,630,374</b>	<b>21,518,882</b>	<b>1,101,681</b>	<b>5.40%</b>
<b>Water Fund</b>						
Administration	393,161	403,617	400,816	400,218	7,057	1.8%
Billing and Collection	179,553	177,439	171,147	171,147	(8,406)	-4.7%
Distribution	836,826	906,885	872,786	872,786	35,959	4.3%
Treatment	813,514	803,437	822,395	822,395	8,881	1.1%
Debt Service	1,164,650	1,263,186	1,263,186	1,263,186	98,536	8.5%
Capital Outlay	165,091	230,330	515,330	515,330	350,239	212.1%
Appropriations from Reserves					-	
<b>Total WF Operating Budget</b>	<b>3,552,795</b>	<b>3,784,894</b>	<b>4,045,659</b>	<b>4,045,061</b>	<b>492,266</b>	<b>13.9%</b>
<b>Other Appropriations - Warrant Articles</b>						
Groundwater Source Development	200,000	1,000,000	1,000,000	1,000,000	800,000	400.0%
SWTP Lagoon Cleaning		275,000	275,000	275,000	275,000	
SWTP Upgrades		400,000	400,000	400,000	400,000	
Salem St. Area Utility Replacements		2,560,000	2,500,000	2,500,000	2,500,000	
<b>Total Other Appropriations</b>	<b>200,000</b>	<b>4,235,000</b>	<b>4,175,000</b>	<b>4,175,000</b>	<b>3,975,000</b>	<b>1987.5%</b>
<b>Total Water Fund Appropriations</b>	<b>3,752,795</b>	<b>8,019,894</b>	<b>8,220,659</b>	<b>8,220,061</b>	<b>4,467,266</b>	<b>119.04%</b>
<b>Sewer Fund</b>						
Administration	417,513	448,969	454,515	453,917	36,404	8.72%
Billing and Collection	176,328	174,214	167,922	167,922	(8,406)	-4.77%
Collection	708,202	817,511	732,111	732,111	23,908	3.38%
Treatment	1,415,476	1,328,923	1,330,179	1,330,179	(85,296)	-6.03%
Debt Service	4,848,995	4,140,032	4,140,032	4,106,782	(742,213)	-15.31%
Capital Outlay	120,091	125,331	215,331	215,331	95,240	79.31%
Appropriations from Reserves					-	
<b>Total SF Operating Budget</b>	<b>7,686,605</b>	<b>7,034,980</b>	<b>7,040,090</b>	<b>7,006,241</b>	<b>(680,364)</b>	<b>-8.85%</b>
<b>Other Appropriations - Warrant Articles</b>						
Salem St. Area Utility Replacements		1,910,000	1,590,000	1,590,000	1,590,000	
Squamscott River Sewer Siphons	1,600,000				(1,600,000)	-100.0%
Folsom Street PS Rehabilitation	150,000				(150,000)	-100.0%
Lagoon Sludge Removal		2,600,000	2,600,000	2,600,000	2,600,000	
Westside Drive Design/Engineering	100,000				(100,000)	-100.0%
<b>Total Other Appropriations</b>	<b>1,850,000</b>	<b>4,510,000</b>	<b>4,190,000</b>	<b>4,190,000</b>	<b>2,340,000</b>	<b>126.5%</b>
<b>Total Sewer Fund Appropriations</b>	<b>9,536,605</b>	<b>11,544,980</b>	<b>11,230,090</b>	<b>11,196,241</b>	<b>1,659,636</b>	<b>17.40%</b>



Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
<b>GENERAL FUND</b>									
<b>Select Board</b>									
01413010	51000	SB- Sal/Wages Elected	16,000	13,333	16,000	16,000	-	16,000	\$3K each 4-Select Person, \$4K for 1- Chair Person
		Salaries Total	16,000	13,333	16,000	16,000	-	16,000	
01413010	52120	SB- Life Insurance	255	42	255	255	-	255	
01413010	52200	SB- FICA	992	827	992	992	-	992	Based on wages: 6.2%
01413010	52210	SB- Medicare	232	193	232	232	-	232	Based on wages: 1.45%
		Benefits Total	1,479	1,062	1,479	1,479	-	1,479	
01413010	55055	SB- Consulting Services	1,000		100	100	(900)	1,000	Expenses related to tax deeded properties, other services
01413010	55050	SB- Conf/Room/Meals	500		100	100	(400)	500	NHMA seminars, mileage reimbursement
01413010	55106	SB- Equipment Purchase	1		1	1	-	1	Placeholder for equipment needs
01413010	55267	SB-Signs	1	59	1	1	-	1	Sign for the Town Office
01413010	55273	SB- Special Expense	4,000	2,489	3,000	3,000	-	4,000	Proclamations, recognitions, special events for committees, E911 Committee activities
		General Expenses Total	5,502	2,548	3,202	3,202	(1,300)	5,502	
		<b>Select Board Total</b>	<b>22,981</b>	<b>16,943</b>	<b>20,681</b>	<b>20,681</b>	<b>(1,300)</b>	<b>22,981</b>	<b>V</b>
<b>Town Manager</b>									
01413011	51110	TM- Sal/Wages FT	172,832	145,442	177,332	177,332	-	177,332	2 FT: Town Mgr and Executive Assistant
01413011	51200	TM- Sal/Wages PT	7,500	6,017	7,500	7,500	-	7,500	2 PT: Recording secretaries @ \$15 per hour (SB/BRC meetings), Vacation repl for Ex Asst
		Salaries Total	180,332	151,458	184,832	184,832	-	184,832	
01413011	52100	TM- Health Insurance	51,646	44,818	52,940	52,940	1,294	52,940	2.5% increase in the premium rate
01413011	52110	TM- Dental Insurance	3,800	3,119	3,800	3,800	-	3,800	No change in the premium rate
01413011	52120	TM- Life Insurance	162	180	216	216	(27)	216	No change in the premium rate
01413011	52130	TM- LTD Insurance	1,148	562	1,178	1,178	54	1,178	No change in the premium rate
01413011	52200	TM- FICA	11,181	8,908	11,460	11,460	-	11,460	Based on wages: 6.2%
01413011	52210	TM- Medicare	2,615	2,084	2,680	2,680	-	2,680	Based on wages: 1.45%
01413011	52300	TM- Retirement Town	19,305	16,246	22,383	22,383	-	22,383	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	89,857	75,916	94,657	94,657	1,321	94,657	
01413011	55050	TM- Conf/Room/Meals	2,000	90	100	100	(400)	2,000	MMANH/Primex conference, seminars
01413011	55058	TM- Contract Services	2,000	-	6,500	6,500	6,499	6,500	DocuSign software/function
01413011	55088	TM- Dues	16,000	15,996	16,000	16,000	-	16,000	NHMA (townwide), ICMA (TM), MMANH (TM) annual dues
01413011	55091	TM- Education/Training	500	-	300	300	-	500	

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01413011	55106	TM- Equipment Purchase	300	-	300	300	-	300	Small equipment (file cabinet, other)
01413011	55128	TM- Fuel	1		1	1	-	1	Unreimbursed fuel expense
01413011	55171	TM- Legal/Public Notices	500	204	500	500	-	500	Budget/bond notices, public hearings, CDBG hearings
01413011	55198	TM - Office Equipment Leases	10,000	7,122	11,250	11,250	-	11,250	New Pitney Bowes Postage and Folding Machine lease, copier leases Town Office/Planning (from off. Equip)
01413011	55199	TM- Office Equipment Maintenance		1,227			-		
01413011	55200	TM- Supplies	3,600	3,656	3,600	3,600	-	3,600	Supplies for town offices (paper, etc.)
01413011	55212	TM - Phone Reimbursement	1,380	1,270	1,380	1,380	-	1,380	Reimbursement for phone (TM, EA- 50/50 split with Welfare)
01413011	55224	TM- Postage	150	264	300	300	150	150	TM office postage needs (Reserve moved to GG)
01413011	55246	TM- Reference Material	200	-	150	150	-	200	NHMA, ICMA publications
01413011	55291	TM- Subscriptions	260	111	260	260	-	260	Exeter News-Letter, Portsmouth Herald
01413011	55302	TM- Town Report Expense	2,400	2,346	2,400	2,400	-	2,400	Printing of annual Town Report (Select Print Solutions)
01413011	55308	TM- Travel Reimbursement	500	105	300	300	(200)	500	Mileage reimbursement for TM/EA
		General Expenses Total	39,791	32,391	43,341	43,341	6,049	45,541	
01413011	55998	TM- Due from Water Fund	(32,764)	(24,573)	(33,927)	(33,927)	(165)	(33,927)	12.5% water fund
01413011	55999	TM- Due from Sewer Fund	(32,764)	(24,573)	(33,927)	(33,927)	(165)	(33,927)	12.5% sewer fund
		Due from Water/Sewer Funds	(65,529)	(49,146)	(67,854)	(67,854)	(330)	(67,854)	
		Town Manager Total	244,451	210,620	254,976	254,976	7,040	257,176	V
<b>Human Resources</b>									
01415515	51110	HR- Sal/Wages FT	72,742	62,372	74,950	74,950	-	74,950	1 FT: Human Resource Director
01415515	51200	HR- Sal/Wages PT	31,451	7,285	31,165	31,165	107	31,165	1 PT: Human Resource Assistant (29 hr/wk)
01415515	55371	HR- Wage Reclassifications	21,890		7,500	7,500	7,499	7,500	Wage adjustments/classifications
		Salaries Total	126,083	69,657	113,615	113,615	7,606	113,615	
01415515	52100	HR- Health Insurance	19,128	16,185	19,610	19,610	482	19,610	2.5% increase in the premium rate
01415515	52110	HR- Dental Insurance	1,050	875	1,050	1,050	-	1,050	No change in the premium rate
01415515	52120	HR- Life Insurance	108	108	108	108	(27)	108	No change in the premium rate
01415515	52130	HR- LTD Insurance	684	333	705	705	38	705	No change in the premium rate
01415515	52200	HR- FICA	7,817	4,087	7,044	7,044	472	7,044	Based on wages: 6.2%
01415515	52210	HR- Medicare	1,828	956	1,647	1,647	110	1,647	Based on wages: 1.45%
01415515	52300	HR- Retirement Town	10,570	6,833	9,460	9,460	-	9,460	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	41,186	29,377	39,625	39,625	1,075	39,625	
01415515	55050	HR- Conf Rooms/Meals	1,320		475	475	-	1,320	Primex
01415515	55055	HR- Consulting Services	1		1	1	-	1	Update job descriptions and pay classifications
01415515	55088	HR- Dues	504	234	547	547	-	547	NH HR Assoc, (2) IPMA-HR, SHRM

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01415515	55091	HR- Education/Training	4,260		2,285	2,285	-	4,260	Munis training for new employee, IPMA-HR, NHMA, Sheehan, Phinney, Bass & Green Annual Labor & Employment Law review
01415515	55097	HR- Employee Relations	1,500	470	1,500	1,500	-	1,500	Benefits Fair, employee service and recognition
01415515	55099	HR- Employee Notices	1,500		1,500	1,500	-	1,500	Posting of open job positons
01415515	55106	HR- Office Equipment Purchase	200		-	-	-	200	Shredder FY20, None FY21
01415515	55190	HR-Mobile Communications	360	90	360	360	-	360	Cell Phone Reimbursement for HR Director
01415515	55200	HR- Office Supplies	775	668	775	775	-	775	Office supplies and remote access software
01415515	55226	HR- Pre-Employment Screening	600	298	600	600	-	600	Pre-employment expenses
01415515	55246	HR- Reference Materials	400	28	400	400	-	400	Books, postings and information booklets
01415515	55308	HR- Travel Reimbursement	1,135		200	200	(75)	1,135	Mileage, Tolls, Parking
		<b>General Expenses Total</b>	<b>12,555</b>	<b>1,788</b>	<b>8,643</b>	<b>8,643</b>	<b>(75)</b>	<b>12,598</b>	
01415515	55998	HR- Due from Water Fund	(14,538)	(10,903)	(14,574)	(14,574)	(118)	(14,574)	10% to water fund
01415515	55999	HR- Due from Sewer Fund	(14,538)	(10,903)	(14,574)	(14,574)	(118)	(14,574)	10% to sewer fund
		<b>Due from Water/Sewer Funds</b>	<b>(29,076)</b>	<b>(21,807)</b>	<b>(29,148)</b>	<b>(29,148)</b>	<b>(236)</b>	<b>(29,148)</b>	
		<b>Human Resources Total</b>	<b>150,748</b>	<b>79,015</b>	<b>132,735</b>	<b>132,735</b>	<b>8,369</b>	<b>136,690</b>	<b>V</b>
<b>Transportation</b>									
01419919	55040	GG - Transportation	1	-	1	1	-	1	Request from COAST bus service with \$ 16.77K to come from Transportation Fund 05
		<b>Transportation Total</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>V</b>
<b>Legal</b>									
01415320	55170	GG- Legal Expense	80,000	61,159	80,000	80,000	-	80,000	Professional legal services for Mitchell Municipal Group and other legal advisors
		<b>Legal Total</b>	<b>80,000</b>	<b>61,159</b>	<b>80,000</b>	<b>80,000</b>	<b>-</b>	<b>80,000</b>	<b>V</b>
<b>Information Technology</b>									
01415025	51110	IT- Sal/Wages FT	101,832	76,828	104,094	104,094	-	104,094	2 FT: IT Coord (Split 80% GF and 20% CATV Fund); IT Tech (Split 40% GF, 5% Water/Sewer each, 50% CATV)
01415025	51300	IT- Sal/Wages OT					-		
		<b>Salaries Total</b>	<b>101,832</b>	<b>76,828</b>	<b>104,094</b>	<b>104,094</b>	<b>-</b>	<b>104,094</b>	
01415025	52100	IT- Health Insurance	17,587	9,801	17,790	17,790	347	17,790	2.5% increase in the premium rate
01415025	52110	IT- Dental Insurance	1,384	511	959	959	-	959	No change in the premium rate
01415025	52120	IT- Life Insurance	113	84	113	113	-	113	No change in the premium rate
01415025	52130	IT - LTD Insurance	722	443	722	722	(75)	722	No change in the premium rate
01415025	52200	IT- FICA	6,314	4,487	6,454	6,454	-	6,454	Based on wages: 6.2%
01415025	52210	IT- Medicare	1,477	1,049	1,509	1,509	-	1,509	Based on wages: 1.45%
01415025	52300	IT- Retirement Town	11,375	8,582	13,138	13,138	-	13,138	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
		Benefits Total	38,971	24,957	40,685	40,685	272	40,685	
01415025	55048	IT- Computer Software	17,500	10,678	21,700	21,700	-	21,700	See Narrative
01415025	55058	IT- Contract Services	26,500	6,400	16,000	16,000	-	16,000	200 hours
01415025	55091	IT- Education/Training	2,800	-	2,700	2,700	-	2,800	Online training for 1 FT employee (\$1000), Town Wide training on email security (\$1700)
01415025	55106	IT- Equipment Purchase	1,000	256	800	800	-	1,000	Tools and furniture
01415025	55136	IT- GIS Software	7,000	3,000	7,500	7,500	-	7,000	Maps Online, ESRI licenses, increase to Support calls (Invoiced in November)
01415025	55159	IT- Internet Services	30,920	11,827	20,580	20,580	-	20,580	See Narrative
01415025	55190	IT- Mobile Communications	400	-	600	600	-	400	Cell Phone reimb for IT Director
01415025	55195	IT- Network Supplies	11,000	3,835	6,000	6,000	-	11,000	Drive replacement on at least one backup server and replacement of some larger battery backup systems.
01415025	55200	IT-Office Supplies	1,000	271	600	600	-	1,000	Batteries, USB, RAM, Hard Drives, Power Supplies
01415025	55212	IT- Phone Reimbursement	-	-	-	-	(400)	-	Do not use this line item.
01415025	55213	IT- Phone Utilization	26,000	20,409	26,375	26,375	-	26,375	12.5% allocated to Water/Sewer Funds each
01415025		IT- Email Filtering/Archiving	-	-	14,100	14,100	-	-	12.5% allocated to Water/Sewer Funds each
01415025	55270	IT- Software Agreement	4,600	-	6,646	6,646	-	6,646	See Narrative under service Contracts
		General Expenses Total	128,720	56,676	123,601	123,601	(400)	114,501	
01415025	57003	IT- CO- Computers	10,200	6,225	13,650	13,650	-	10,200	17 PC plus 3 laptops and 5 monitors
01415025	57006	IT- CO- Equipment	4,300	3,039	3,000	3,000	-	4,300	Doors, cameras and security systems
		Capital Outlay Total	14,500	9,264	16,650	16,650	-	14,500	
01415025	55998	IT- Due from Water Fund	(14,581)	(10,935)	(15,031)	(15,031)	(36)	(14,581)	12.5% of wages/benefits for IT Coordinator; 5% of wages/benefits for IT Tech
01415025	55999	IT- Due from Sewer Fund	(14,581)	(10,935)	(15,031)	(15,031)	(36)	(14,581)	12.5% of wages/benefits for IT Coordinator; 5% of wages/benefits for IT Tech
		Due from Water/Sewer Funds	(29,162)	(21,870)	(30,062)	(30,062)	(73)	(29,162)	
		Information Technology Total	254,861	145,855	254,969	254,969	(201)	244,618	V
<b>Trustee of Trust Funds</b>									
01413030	51000	TT- Sal/Wages Elected	828	828	828	828	-	828	Wages for Trustee of Trust funds
		Salaries Total	828	828	828	828	-	828	
01413030	52200	TT- FICA	51	51	51	51	-	51	Based on wages: 6.2%
01413030	52210	TT- Medicare	12	12	12	12	-	12	Based on wages: 1.45%
		Benefits Total	63	63	63	63	-	63	
		Trustee of Trust Funds Total	891	891	891	891	-	891	V

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
<b>Town Moderator</b>									
01414040	51000	MO- Sal/Wages Elected	1,225	1,600	700	700	-	700	2 deliberative, 1 election, 1 special election
		Salaries Total	1,225	1,600	700	700	-	700	
01414040	52200	MO- FICA	76	99	43	43	-	43	Based on wages: 6.2%
01414040	52210	MO- Medicare	18	23	10	10	-	10	Based on wages: 1.45%
		Benefits Total	94	122	54	54	-	54	
		<b>Town Moderator Total</b>	<b>1,319</b>	<b>1,722</b>	<b>754</b>	<b>754</b>	<b>-</b>	<b>754</b>	<b>V</b>
<b>Town Clerk</b>									
01414051	51000	TC- Sal/Wages Elected	80,628	67,846	82,862	82,862	-	82,862	1 FT: Town Clerk
01414051	51110	TC- Sal/Wages FT	126,065	104,615	130,570	130,570	-	130,570	Includes 1 FT Deputy TC + 2 FT Asst Clerks
01414051	51300	TC- Sal/Wages OT	300	208	300	300	-	300	OT for Assistant Clerks
01414051	51400	TC- Longevity Pay	900		950	950	-	950	Longevity for 1 Assistant Clerk
		Salaries Total	207,893	172,668	214,682	214,682	-	214,682	
01414051	52100	TC- Health Insurance	65,010	55,063	66,042	66,042	1,393	66,042	2.5% increase in the premium rate
01414051	52110	TC- Dental Insurance	5,900	4,633	5,900	5,900	-	5,900	No change in the premium rate
01414051	52120	TC- Life Insurance	270	261	270	270	(27)	270	No change in the premium rate
01414051	52130	TC- LTD Insurance	758	-	779	779	38	779	No change in the premium rate
01414051	52200	TC- FICA	12,889	9,909	13,310	13,310	-	13,310	Based on wages: 6.2%
01414051	52210	TC- Medicare	3,014	2,317	3,113	3,113	-	3,113	Based on wages: 1.45%
01414051	52300	TC- Retirement Town	23,222	19,287	27,127	27,127	-	27,127	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	111,063	91,470	116,541	116,541	1,404	116,541	
01414051	55049	TC- Computer Supplies	1,200		1,200	1,200	-	1,200	toner cartridges, validator ribbons, calculator ribbons
01414051	55050	TC- Conf/Room/Meals	2,000		2,000	2,000	-	2,000	Mandatory Fall Conference (Certification requirement)
01414051	55058	TC- Contract Services	1,700		1,700	1,700	-	1,700	NEACTC Conference in VT, IIMC Conference
01414051	55084	TC- Dog Tags	1,000	561	600	600	-	1,000	Sharp Copier, Seacoast Computer Contract Services
01414051	55088	TC- Dues	300	225	300	300	-	300	dog tags
01414051	55091	TC- Education/Training	1,000	855	200	200	(800)	1,000	IIMC -170; NHCTCA-25; NEACTC-35
01414051	55106	TC- Equipment Purchase	2,000	1,519	2,000	2,000	-	2,000	Mandatory Spring & Fall Conference, TC Certification, Training Registration, NECTCA Conference, IIMC Conf,
01414051	55198	TC- Office Equipment Lease	3,233	3,752	3,233	3,233	-	3,233	Computers, printers, copiers, office furniture, panels between work stations
01414051	55199	TC- Office Equip Maintenance	500	180			-	500	GreatAmerica Financial Serv. Printer lease for 3 printers
01414051	55200	TC- Office Supplies	2,000	2,899	2,000	2,000	-	2,000	outside computer maintenance, beyond contract copy paper, general office supplies, envelopes
01414051	55224	TC- Postage	5,000	8,174	5,000	5,000	-	5,000	dog civil forfeiture letters, letters & forms, weekly State work, monthly Vital work, daily MV registrations
01414051	55241	TC- Record Retention	5,000	-	5,000	5,000	-	5,000	Book restoration

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01414051	55246	TC- Reference Materials	300	-	300	300	-	300	Motor Vehicle Rules & Laws
01414051	55270	TC- Software Agreement/Contract	8,750	8,130	8,800	8,800	-	8,800	Interware Development Contract for MV, Boats, Vitals, Transfer Station Permits, Credit Cards, Reports, Support, Dogs On-line prgm, CC machines
01414051	55308	TC- Travel Reimbursement	800	46	400	400	(400)	800	Mandatory Regional & Fall Conference, TC Certification, Training, NECTCA Conference, IIMC Conference, Clerkworks Training, Election training
		General Expenses Total	34,783	26,341	32,733	32,733	(1,200)	34,833	
		Town Clerk Total	353,739	290,479	363,956	363,956	204	366,056	V
<b>Elections</b>									
01414052	51000	EL- Sal/Wages Elected	8,000	1,840	3,000	3,000	-	3,000	Supervisors of the Checklist-1 mandated election, 1 deliberative, 1 special election and 1 deliberative for special election, purging checklist.
01414052	51210	EL- Sal/Wages Temp	9,000	8,164	2,200	2,200	-	2,200	Ballot Clerks for 1 mandated elections, 1 special election
		Salaries Total	17,000	10,004	5,200	5,200	-	5,200	
01414052	52200	EL- FICA	1,054	618	322	322	-	322	Based on wages: 6.2%
01414052	52210	EL- Medicare	247	145	75	75	-	75	Based on wages: 1.45%
		Benefits Total	1,301	763	398	398	-	398	
01414052	55002	EL- Advertising	300		300	300	-	300	Legal Notices
01414052	55200	EL- Office Supplies	600	1,810	600	600	-	600	Copy paper, envelopes, general office supplies, and all supplies needed for election
01414052	55224	EL- Postage	1,500	3,637	660	660	-	1,500	Mandated by SOS, sending absentee ballots and any other letters required to be sent by the Checklist Sups
01414052	55322	EL- Voting Expenses	9,000	6,738	4,000	4,000	-	4,000	Mandated by SOS to pay for coding, printing, collating, shipping costs and any other Special Town Elections held by the Town.
01414052	55323	EL- Voting Machines	900		900	900	-	900	Mandated by the State of NH for servicing and maintaining of the Accuvote Machines.
		General Expenses Total	12,300	12,185	6,460	6,460	-	7,300	
		Elections Total	30,601	22,952	12,058	12,058	-	12,898	V
		Total General Government	1,139,592	829,637	1,121,020	1,121,020	14,113	1,122,065	
<b>Finance Department</b>									
<b>Finance/Accounting</b>									
01415001	51110	FI- Sal/Wages FT	230,255	194,060	243,965	243,965	-	243,965	3 FT: Finance Dir, Sr Accountant, Accounting Specialist

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/(Decrease)	2021 Default Budget	Explanation
01415001	51300	FI- Sal/Wages OT	2,450	801	-	-	-	-	N/A for 2021
01415001	51400	FI- Longevity Pay	-	-	-	-	-	-	
		Salaries Total	232,705	194,861	243,965	243,965	-	243,965	
01415001	52100	FI- Health Insurance	65,940	55,905	66,401	66,042	824	66,042	2.5% increase in the premium rate
01415001	52110	FI- Dental Insurance	4,850	3,691	4,850	4,850	-	4,850	No change in the premium rate
01415001	52120	FI- Life Insurance	270	245	270	270	(27)	270	No change in the premium rate
01415001	52130	FI- LTD Insurance	1,032	504	1,060	1,060	51	1,060	No change in the premium rate
01415001	52200	FI- FICA	14,428	11,074	15,126	15,126	-	15,126	Based on wages: 6.2%
01415001	52210	FI- Medicare	3,374	2,590	3,537	3,537	-	3,537	Based on wages: 1.45%
01415001	52300	FI- Retirement Town	25,993	21,766	30,794	30,794	-	30,794	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	115,887	95,775	122,038	121,679	848	121,679	
01415001	55014	FI- Audit Fees	27,500	23,500	29,500	29,500	-	29,500	Annual Audit and Single Fees for Melanson & Heath
01415001	55017	FI- Bank Fees	500	637	1,000	1,000	-	500	Operating account bank fees
01415001	55050	FI- Conf/Room/Meals	500	-	500	500	-	500	Conferences/Meals for Finance Staff - NHGFOA
01415001	55058	FI- Contract Services	6,500	7,250	1,500	1,500	-	1,500	GASB OPEB Compliance, ACA Compliance
01415001	55088	FI- Dues	100	50	100	100	-	100	NHGFOA and NESGFOA Dues
01415001	55091	FI- Education/Training	4,000	335	3,500	3,500	-	4,000	Training and Education for 3 Finance Staff.
01415001	55198	FI- Office Equipment Leases	1,080	898	1,080	1,080	-	1,080	Copier Lease \$1,075 plus Folding Machine \$ 525
01415001	55200	FI- Supplies	5,000	3,106	4,000	4,000	(1,000)	5,000	Folders,check stock, envelopes,paper, tax forms, kitchen supplies, deposit tickets
01415001	55224	FI- Postage	2,300	1,428	2,300	2,300	-	2,300	Postage for mailing checks and forms
01415001	55270	FI- Software Agreement	19,550	19,550	20,775	20,775	-	20,775	Munis Software Agreement (6.3% increase per yr per contract)
01415001	55308	FI- Travel Reimbursement	1,200	31	200	200	(300)	1,200	Travel for 3 finance department employees
		General Expenses Total	68,230	56,785	64,455	64,455	(1,300)	66,455	
01415001	55998	FI- Due from Water Fund	(43,574)	(32,681)	(45,750)	(45,706)	(106)	(45,706)	12.5% Water Fund Offset
01415001	55999	FI- Due from Sewer Fund	(43,574)	(32,681)	(45,750)	(45,706)	(106)	(45,706)	12.5% Sewer Fund Offset
		Due from Water/Sewer Funds	(87,148)	(65,361)	(91,501)	(91,411)	(212)	(91,411)	
		Finance/Accounting Total	329,674	282,060	338,957	338,688	(664)	340,688	V
<b>Treasurer</b>									
01415002	51000	TR- Sal/Wages Elected	8,864	7,387	8,864	8,864	-	8,864	Wages for Elected PT Treasurer
		Salaries Total	8,864	7,387	8,864	8,864	-	8,864	
01415002	52200	TR- FICA	550	458	550	550	-	550	Based on wages: 6.2%
01415002	52210	TR- Medicare	129	107	129	129	-	129	Based on wages: 1.45%
		Benefits Total	678	565	678	678	-	678	

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01415002	55088	TR- Dues	50	50	50	50	-	50	NHGFOA Dues
01415002	55091	TR- Education/Training	100		100	100	-	100	Training and Education
01415002	55200	TR - Supplies	100		100	100	-	100	Paper, pens, folders and binders
		General Expenses Total	250	50	250	250	-	250	
		Treasurer Total	9,792	8,002	9,792	9,792	-	9,792	V
<b>Tax Collection</b>									
01415003	51110	TX- Sal/Wages FT	105,234	86,135	104,465	104,465	-	104,465	2 FT: Deputy Tax Collector, Collections Specialist
01415003	51300	TX- Sal/Wages OT	-				-		
01415003	51400	TX- Longevity	1,500		1,500	1,500	-	1,500	Collections Specialist longevity
		Salaries Total	106,734	86,135	105,965	105,965	-	105,965	
01415003	52100	TX- Health Insurance	19,593	18,240	19,786	19,786	373	19,786	2.5% increase in the premium rate
01415003	52110	TX- Dental Insurance	1,086	949	1,086	1,086	-	1,086	No change in the premium rate
01415003	52120	TX- Life Insurance	162	152	162	162	-	162	No change in the premium rate
01415003	52200	TX- FICA	6,618	5,167	6,570	6,570	-	6,570	Based on wages: 6.2%
01415003	52210	TX- Medicare	1,548	1,208	1,536	1,536	-	1,536	Based on wages: 1.45%
01415003	52300	TX- Retirement Town	11,922	9,621	13,397	13,397	-	13,397	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	40,928	35,337	42,537	42,537	373	42,537	
01415003	55017	TX- Bank Fees	5,500	4,237	5,500	5,500	-	5,500	Lockbox monthly Service Charges (not able to use for First Half billing in FY19 due to conversion)
01415003	55050	TX- Conf/Room/Meals	600		50	50	(550)	600	Conferences for DTC (NH Tax Collector Association)
01415003	55058	TX- Contract Services	3,000		1	1	-	3,000	Coverage for Collections Clerk (80 hours)
01415003	55073	TX- Deeded Property	3,500		2,000	2,000	-	3,500	Expenses related to Tax deeded properties
01415003	55088	TX- Dues	50	40	50	50	-	50	NHTC Dues
01415003	55091	TX- Education/Training	4,225		2,000	2,000	-	4,225	Education reimbursement
01415003	55170	TX- Legal Expenses	2,000		2,000	2,000	-	2,000	Legal services for liens,deeds and bankruptcies
01415003	55198	TX- Office Equipment Leases	2,156	1,796	2,156	2,156	-	2,156	Two Copier leases \$ \$179.60 per month
01415003	55200	TX- Supplies	2,400	1,049	1,800	1,800	(600)	2,400	Paper, Ink, Envelopes, Storage Boxes, printer Mailing delinquency, lien, and deed notices, tax bills.
01415003	55224	TX- Postage	10,000	9,055	10,000	10,000	-	10,000	Lockbox mailbox
01415003	55247	TX- Registry of Deeds	950	692	950	950	-	950	Liens & deeds recordings at Registry of Deeds
01415003	55297	TX- Tax Billing Services	3,600	1,406	3,600	3,600	-	3,600	Processing fees and materials for tax bills
01415003	55298	TX- Tax Lien/Deeded Searches	4,000	4,369	4,000	4,000	-	4,000	Tax Lien Services
		General Expenses Total	41,981	22,643	34,107	34,107	(1,150)	41,981	
01415003	55998	TX- Due from Water Fund	(36,916)	(27,687)	(37,126)	(37,126)	(93)	(37,126)	25% Water Fund Offset
01415003	55999	TX- Due from Sewer Fund	(36,916)	(27,687)	(37,126)	(37,126)	(93)	(37,126)	25% Sewer Fund Offset
		Due from Water/Sewer Funds Total	(73,831)	(55,374)	(74,251)	(74,251)	(187)	(74,251)	



Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
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		<b>Tax Collection Total</b>	<b>115,812</b>	<b>88,742</b>	<b>108,358</b>	<b>108,358</b>	<b>(964)</b>	<b>116,232</b>	<b>V</b>
<b>Assessing</b>									
01415005	51110	AS- Sal/Wages FT	64,413	54,221	66,197	66,197	-	66,197	1 FT: Deputy Assessor
01415005	51210	AS- Sal/Wages Temp	1		1	1	-	1	
		<b>Salaries Total</b>	<b>64,414</b>	<b>54,221</b>	<b>66,198</b>	<b>66,198</b>	<b>-</b>	<b>66,198</b>	
01415005	52100	AS- Health Insurance	19,128	12,875	19,610	19,610	482	19,610	2.5% increase in the premium rate
01415005	52110	AS- Dental Insurance	1,050	887	1,050	1,050	-	1,050	No change in the premium rate
01415005	52120	AS- Life Insurance	54	64	54	54	-	54	No change in the premium rate
01415005	52200	AS- FICA	3,994	3,817	4,104	4,104	-	4,104	Based on wages: 6.2%
01415005	52210	AS- Medicare	934	893	960	960	-	960	Based on wages: 1.45%
01415005	52300	AS- Retirement Town	7,195	6,056	8,356	8,356	-	8,356	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		<b>Benefits Total</b>	<b>32,355</b>	<b>24,592</b>	<b>34,134</b>	<b>34,134</b>	<b>482</b>	<b>34,134</b>	
01415005	55050	AS- Conf/Room/Meals	100		50	50	(50)	100	Meetings - meals- room
01415005	55058	AS- Contract Services	110,500	99,635	110,500	110,500	-	110,500	Assessor contract with MRI
01415005	55088	AS- Dues	260	260	260	260	-	260	IAAO & NHAO dues
01415005	55091	AS- Education/Training	1,000	470	500	500	-	1,000	Course or seminar
01415005	55106	AS- Equipment Purchase	50	-	1	1	(49)	50	Small equipment
01415005	55128	AS- Fuel	1	-	1	1	-	1	Deputy Assessor position
01415005	55171	AS- Legal/Public Notices	50	-	50	50	-	50	Public Notices in news media
01415005	55180	AS- Mapping	5,200	4,275	4,000	4,000	-	4,000	Yearly updates & Building placement
01415005	55198	AS - Office Equipment Lease	1,078	898	1,078	1,078	-	1,078	Printer Lease, \$89.80/mo
01415005	55200	AS- Supplies	1,250	35	750	750	(500)	1,250	Toner, envelopes, general supplies
01415005	55224	AS- Postage	1,250	232	500	500	(250)	1,250	Sales questionnaires
01415005	55247	AS- Registry of Deeds	100	8	50	50	-	100	Plans & deeds
01415005	55250	AS- Revaluation	1	-	1	1	-	1	Independent Appraiser
01415005	55270	AS- Software Agreement	36,000	36,148	16,920	16,920	-	16,920	Vision contract \$6496, web fee \$3417 cloud fee \$7000
01415005	55308	AS- Travel Reimbursement	1		1	1	-	1	Use of personal car -1 employee
		<b>General Expenses Total</b>	<b>156,841</b>	<b>141,961</b>	<b>134,662</b>	<b>134,662</b>	<b>(849)</b>	<b>136,561</b>	
		<b>Assessing Total</b>	<b>253,610</b>	<b>220,773</b>	<b>234,994</b>	<b>234,994</b>	<b>(367)</b>	<b>236,893</b>	<b>V</b>
		<b>Total Finance</b>	<b>708,888</b>	<b>599,577</b>	<b>692,102</b>	<b>691,833</b>	<b>(1,995)</b>	<b>703,606</b>	
<b>Planning &amp; Development</b>									
<b>Planning</b>									
01419101	51110	PL- Sal/Wages FT	103,067	86,610	105,347	105,347	-	105,347	1 FT : Town Planner plus \$5K Stipend for Planning Director's Sustainability Officer Duties

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01419101	51200	PL- Sal/Wages PT	70,688	42,875	72,627	72,627	-	72,627	3 PT: Natl Resource Planner @ 27.5 hr/wk & Admin Asst @ 25 hr/wk, Recording Sec @ \$15 per hr
		Salaries Total	173,755	129,485	177,974	177,974	-	177,974	
01419101	52100	PL- Health Insurance	25,823	21,850	26,470	-	(25,823)	-	2.5% increase in the premium rate
01419101	52110	PL- Dental Insurance	1,900	1,583	1,900	1,900	-	1,900	No change in the premium rate
01419101	52120	PL- Life Insurance	108	98	108	108	(27)	108	No change in the premium rate
01419101	52130	PL- LTD Insurance	929	453	943	943	38	943	No change in the premium rate
01419101	52200	PL- FICA	10,773	7,826	11,034	11,034	-	11,034	Based on wages: 6.2%
01419101	52210	PL- Medicare	2,519	1,830	2,581	2,581	-	2,581	Based on wages: 1.45%
01419101	52300	PL- Retirement Town	11,513	9,674	13,297	13,297	-	13,297	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	53,565	43,314	56,333	29,863	(25,812)	29,863	
01419101	55050	PL- Conf/Room/Meals	1,000	65	200	200	(200)	1,000	APA Conference, Seminars/training. \$600 decrease due to potential impact of pandemic on in person events.
01419101	55058	PL- Contract Services	1		1	1	-	1	
01419101	55088	PL- Dues	13,000	12,838	13,000	13,000	(10)	13,000	Rockingham Planning Commission annual dues (2020 - \$12,691 estimated), APA dues (\$315).
01419101	55091	PL- Education/Training	500	70	500	500	-	500	Seminars/Training for planning staff, board members
01419101	55136	PL- GIS Software	3,500		3,500	3,500	-	3,500	Annual support and maintenance for building permit/zoning software.
01419101	55138	PL- Grant Matching	2,500		2,500	2,500	-	2,500	No grants targeted yet but to be ready if one comes along
01419101	55155	PL- Inspection Services	1		1	1	-	1	Placeholder for third party inspection as needed
01419101	55171	PL- Legal/Public Notices	2,000	1,692	2,000	2,000	-	2,000	Primarily for Planning Board cases but also covers Planning dept.
01419101	55180	PL- Mapping	400		-	-	-	400	Hasn't been spent in prior years due to in-house capabilities
01419101	55200	PL- Office Supplies	4,500	515	2,000	2,000	(2,500)	4,500	Misc office supplies. Covers Planning & Building depts. BRC added \$2,500 for Sustainability use in 2020. Working with SAC on potential projects.
01419101		PL- Sustainability Expense			2,500	2,500	2,500		
01419101	55224	PL- Postage	4,000	3,514	4,000	4,000	-	4,000	Covers Planning and Building departments as well as Planning Board packages and administration of cases. Increase based on present use.
01419101	55227	PL- Printing	750		400	400	(350)	750	Used for large printing jobs such as Zoning Ordinance
01419101	55246	PL- Reference Material	400	423	425	425	-	400	Includes Exeter Newspaper (\$160) and Registry Review (\$229), RSA books and other reference material

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/(Decrease)	2021 Default Budget	Explanation
01419101	55289	PL- Studies	15,000	12,770	5,000	5,000	-	15,000	Intend to complete buildout analysis as specified in the Master Plan. \$10,000 was spent in 2020 for impact fee update that is not needed this year.
01419101	55308	PL- Travel Reimbursement	1,000		200	200	(200)	1,000	To cover mileage for staff to attend training, workshops, meetings, etc. \$600 decrease due to potential impact of pandemic on in person events.
		General Expenses Total	48,552	31,887	36,227	36,227	(760)	48,552	
01419101	57000	PL-CO-Capital Outlay	1		-	-	-		
		Capital Outlay Total	1	-	-	-	-		
		Planning Total	275,873	204,686	270,534	244,064	(26,572)	256,389	V
<b>Economic Development</b>									
01465207	51110	ED- Sal/Wages FT	91,621	77,180	93,751	93,751	-	93,751	1 FT: ED Director
01465207	51200	ED- Sal/Wages PT	3,000		-	-	-	-	Removed Intern \$3k
		Salaries Total	94,621	77,180	93,751	93,751	-	93,751	
01465207	52100	ED- Health Insurance	27,078	22,987	26,955	26,955	364	26,955	2.5% increase in the premium rate
01465207	52110	ED- Dental Insurance	1,900	1,108	1,900	1,900	-	1,900	No change in the premium rate
01465207	52120	ED- Life Insurance	108	94	108	108	-	108	No change in the premium rate
01465207	52130	ED- LTD Insurance	861	423	881	881	35	881	No change in the premium rate
01465207	52200	ED- FICA	5,867	4,509	5,813	5,813	-	5,813	Based on wages: 6.2%
01465207	52210	ED- Medicare	1,372	1,055	1,359	1,359	-	1,359	Based on wages: 1.45%
01465207	52300	ED- Retirement Town	10,234	8,621	11,833	11,833	-	11,833	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	47,420	38,797	48,849	48,849	399	48,849	
01465207	55050	ED- Conf/Meals	1,200		1	1	-	1,200	Conferences
01465207	55224	ED- Postage		7			-		Mailings
01465207	55055	ED- Consulting Services	3,000	735	3,000	3,000	-	3,000	Consulting (prop appraisals, marketing, etc.)
01465207	55091	ED- Education/Training	1,900		1	1	-	1,900	
01465207	55190	ED- Mobile Communications	1,000	758	1,000	1,000	-	1,000	Cell Phone for ED Director
01465207	55200	ED- Office Supplies	400	525	400	400	-	400	Paper, Pens, Ink, etc.
01465207	55308	ED -Travel Reimbursement	1,800	70	300	300	-	1,800	Mileage for ED Director
		General Expenses Total	9,300	2,095	4,702	4,702	-	9,300	
		Total Economic Development	151,341	118,071	147,302	147,302	399	151,900	V
<b>Inspections &amp; Code Enforcement</b>									
01424002	51110	BI- Sal/Wages FT	149,776	125,989	154,124	154,124	-	154,124	2 FT: Building Inspector, Deputy CEO
01424002	51200	BI- Sal/Wages PT	38,648	14,574	37,820	37,820	-	37,820	1 PT: Electrical Inspector (24 Hrs/Wk)
		Salaries Total	188,424	140,564	191,944	191,944	-	191,944	
01424002	52100	BI- Health Insurance	40,115	30,645	39,395	39,395	-	39,395	2.5% increase in the premium rate

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01424002	52110	BI- Dental Insurance	2,100	1,762	2,100	2,100	-	2,100	No change in the premium rate
01424002	52120	BI- Life Insurance	216	198	216	216	(27)	216	No change in the premium rate
01424002	52130	BI- LTD Insurance	813	396	838	838	45	838	No change in the premium rate
01424002	52200	BI- FICA	11,682	8,901	11,901	11,901	-	11,901	Based on wages: 6.2%
01424002	52210	BI- Medicare	2,732	2,082	2,783	2,783	-	2,783	Based on wages: 1.45%
01424002	52300	BI- Retirement Town	16,730	14,073	19,454	19,454	-	19,454	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	74,388	58,058	76,687	76,687	18	76,687	
01424002	55050	BI- Conf/Room/Meals	500		250	250	-	500	NE Building Officials Association Conference
01424002	55088	BI- Dues	300	515	300	300	-	300	RNI and NHBOA Dues
01424002	55128	BI- Fuel	782	641	750	750	-	782	Fuel for BI
01424002	55190	BI- Mobile Communications	460	319	460	460	-	460	Cell Phone for BI
01424002	55308	BI- Travel Reimbursement	1,000	316	1,000	1,000	-	1,000	Mileage for Electrical inspector
01424002	55319	BI- Vehicle Maintenance	1		1	1	-	1	
		General Expenses Total	3,043	1,790	2,761	2,761	-	3,043	
		Inspections & Code Enf Total	265,855	200,411	271,392	271,392	18	271,674	V
<b>Conservation Commission</b>									
01461105	51200	CC- Sal/Wages PT	1,000	416	1,000	1,000	-	1,000	Recording secretaries @ \$15/hr avg about 6 hr/mtg
01461105	51210	CC- Sal/Wages Temp	2,520		2,520	2,520	-	2,520	Interns 2@12/hr, 15 hrs/wk for 7 wks
		Salaries Total	3,520	416	3,520	3,520	-	3,520	
01461105	52200	CC- FICA	218	26	218	218	-	218	Based on wages: 6.2%
01461105	52210	CC- Medicare	51	6	51	51	-	51	Based on wages: 1.45%
		Benefits Total	269	32	269	269	-	269	
01461105	55044	CC- Community Services	500	90	500	500	-	500	Covers outreach event costs: Anticipated for 2020 include \$250 Spring Tree, \$50 for 5 outreach events
01461105	55051	CC- Conservation Land Administration	1,350	649	1,550	1,550	-	1,350	Combination of Cons Land Admin and Trail Mgmt and Maintenance activities such as property monitoring and maintenance needs, bridge repair, kiosk map update.
01461105	55058	CC- Contract Services	1,000	428	1,000	1,000	-	1,000	Support for Raynes Improvements
01461105	55088	CC- Dues	1,000	700	1,000	1,000	-	1,000	For board to join related organizations: ESRLAC (\$150), NHACC (\$700), SELT (\$150)
01461105	55091	CC- Education/Training	450	175	250	250	-	450	Training for board members and/or natl resource planner (NHACC-3 members and other workshops)
01461105	55171	CC- Legal/Public Notices	50		50	50	-	50	Covers approx 1 legal notice typ in newspaper
01461105	55224	CC- Postage	20		20	20	-	20	Mailings to ConCom members (mostly elect distr)
01461105	55247	CC- Registry of Deeds	30		30	30	-	30	Fee for registry of deeds (typically printing plans, deeds)
01461105	55254	CC- Roadside Mowing	1,850	1,575	1,850	1,850	-	1,850	Mowing White, Perry, Irvine and 1/2 of Morrissette \$1,850

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/(Decrease)	2021 Default Budget	Explanation
		General Expenses Total	6,250	3,617	6,250	6,250	-	6,250	
		Conservation Commission Total	10,039	4,065	10,039	10,039	-	10,039	V
<b>Renewable Energy Expense</b>									
01419118	55547	ENR- Renewable Energy Expense	-	-	1	1	-	-	Do not anticipate any expenditures in 2021.
		General Expenses Total	-	-	1	1	-	-	
		Renewable Energy Expense	-	-	1	1	-	-	
<b>Zoning Board of Adjustment</b>									
01419103	51200	ZO- Sal/Wages PT	860	315	860	860	-	860	Recording secretaries @ \$15 per hour
		Salaries Total	860	315	860	860	-	860	
01419103	52200	ZO- FICA	53	20	53	53	-	53	
01419103	52210	ZO- Medicare	12	5	12	12	-	12	
		Benefits Total	66	24	66	66	-	66	
01419103	55091	ZO- Education/Training	200	70	200	200	-	200	min. training allotment for board members
01419103	55171	ZO- Legal/Public Notices	1,200	1,388	1,200	1,200	-	1,200	
01419103	55224	ZO- Postage	2,000	1,072	2,000	2,000	-	2,000	expenses are estimated for ZBA case administration (majority of costs paid by applicant)
		General Expenses Total	3,400	2,530	3,400	3,400	-	3,400	
		Zoning Total	4,326	2,869	4,326	4,326	-	4,326	V
<b>Historic District Commission</b>									
01419104	51200	HD- Sal/Wages PT	650	150	650	650	-	650	Recording secretaries @ \$15 per hour
		Salaries Total	650	150	650	650	-	650	
01419104	52200	HD- FICA	40	9	40	40	-	40	Based on wages: 6.2%
01419104	52210	HD- Medicare	9	2	9	9	-	9	Based on wages: 1.45%
		Benefits Total	50	11	50	50	-	50	
01419104	55050	HD-Conf Rooms/Meals	200		200	200	-	200	
01419104	55088	HD- Dues	50		50	50	-	50	Min amt for dues associated with various organizations work with HDCs
01419104	55091	HD- Education/Training	200		200	200	-	200	min. training allotment for board members
01419104	55138	HD- Grant Matching	10,000		1,000	1,000	(9,000)	10,000	CLG (Certified Local Government) Grant match
01419104	55171	HD- Legal/Public Notices	100	259	100	100	-	100	
01419104	55224	HD- Postage	350	240	350	350	-	350	Expenses are estimated for HDC case administration
01419104	55227	HD- Printing	125		125	125	-	125	Printing needs for HDC as they arise
01419104	55246	HD- Reference Material	100		100	100	-	100	
		General Expenses Total	11,125	499	2,125	2,125	(9,000)	11,125	
		Historic District Commission Total	11,825	660	2,825	2,825	(9,000)	11,825	V
<b>Heritage Commission</b>									

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01419106	51200	HC- Sal/Wages PT	540	210	540	540	-	540	Recording secretaries @ \$15 per hour
		Salaries Total	540	210	540	540	-	540	
01419106	52200	HC- FICA	33	13	33	33	-	33	Based on wages: 6.2%
01419106	52210	HC- Medicare	8	3	8	8	-	8	Based on wages: 1.45%
		Benefits Total	41	16	41	41	-	41	
01419106	55058	HC- Contract Services			1	1	-		
01419106	55088	HC- Dues	50		50	50	-	50	
01419106	55091	HC- Education/Training	200		200	200	-	200	Min. training allotment for board members
01419106	55138	HC- Grant Matching	1		1	1	-	1	
01419106	55224	HC- Postage	25		25	25	-	25	Expenses are estimated for Heritage Commission case administration
01419106	55227	HC- Printing	35		35	35	-	35	
		General Expenses Total	311	-	312	312	-	311	
01419106	55347	Transfer Out					-		
			-	-	-	-	-	-	Year End Balance Transfer
		Heritage Commission Total	892	226	893	893	-	892	V
		Total Planning & Development	720,151	530,988	707,312	680,842	(35,155)	707,045	
<b>Police Department</b>									
<b>Police</b>									
	51110	Sal/Wages FT	1,740,359	1,401,953	1,746,778	1,746,778	-	1,746,778	29 FT (Chief, Deputy, Sergeants, Lieutenant, Officers, ACO, Admin)
	51125	First Responder Stipend	-	59,657	-	-	-	-	Paid for by Coronavirus Relief Fund
	51150	Vacation Replacement OT	46,587	33,366	46,587	46,587	-	46,587	Shift replacement OT
	51200	Sal/Wages PT	35,882	12,097	14,500	14,500	-	14,500	1 PT officer, 1 PT secretarial/admin
	51300	Sal/Wages OT	97,000	40,476	97,000	97,000	-	97,000	Coverage OT, special OT
	51350	FEMA Storm Related OT	1	-	1	1	-	1	
	51400	Longevity Pay	2,300	650	1,700	1,700	-	1,700	For hires before 1/1/2010 only
	51410	Sick Replacement OT	19,250	9,054	19,250	19,250	-	19,250	Shift replacement OT
	51420	Holiday Pay	58,920	25,438	58,231	58,231	-	58,231	
	51425	Firearm Incentive	1,500	2,433	1,500	1,500	-	1,500	Instructor incentive of \$500 per employee
	51430	Field Training Incentive OT	5,491	9,995	5,000	5,000	-	5,000	Section 10.13 of current CBA
	51450	Education Incentive	3,660	4,160	4,160	4,160	-	4,160	Ed pay for those hired prior to 1/1/2010
	51455	Training Regular Pay	-	5,430	-	-	-	-	

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
	51440	Training Coverage - OT	-	8,779	-	-	-	-	
		Salaries Total	2,010,950	1,613,489	1,994,707	1,994,707	-	1,994,707	
	52100	Health Insurance	422,102	318,285	438,395	479,896	61,765	479,896	2.5% increase in the premium rate
	52110	Dental Insurance	34,151	20,638	30,963	33,317	3,710	33,317	No change in the premium rate
	52120	Life Insurance	1,674	1,411	1,728	1,728	(162)	1,728	No change in the premium rate
	52130	LTD Insurance	981	467	1,014	1,014	81	1,014	No change in the premium rate
	52200	FICA	13,417	8,638	12,350	12,350	-	12,350	Based on wages: 6.2%
	52210	Medicare	29,159	23,253	28,923	28,923	-	28,923	Based on wages: 1.45%
	52300	Retirement Town	20,164	15,877	23,264	23,264	-	23,264	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
	52310	Retirement Police	510,191	404,916	561,438	561,438	-	561,438	Based on wages: 28.43% Jan-Jun; 33.88% Jul-Dec
		Benefits Total	1,031,839	793,485	1,098,075	1,141,930	65,394	1,141,930	
	55001	Accreditation	4,014	4,014	5,716	5,716	-	4,014	Added PowerDMS document management software yearly account - is necessary to seek CALEA accreditation
	55035	Chiefs Expenses	1,000	482	1,000	1,000	-	1,000	covers empl. Awards, retirement, emergency meals
	55043	Community Relations	2,500	207	2,500	2,500	-	2,500	Plaques, DARE, crime preventive items increasae by \$500 to include NNO yearly
	55045	Vehicle Computer Equipment	5,800	-	6,565	6,565	-	5,800	Update cruisers/laptops (rhino tab)
	55047	Computer Maintenance	18,575	10,770	17,500	17,500	-	18,575	Contract with an IMC computer technician (cost split with Fire Dept)
	55050	Conf/Room/Meals	3,000	43	3,000	3,000	-	3,000	Professional dues added \$1,500 for Deputy Chief to attend IACP conference.
	55057	Prosecutor Service	45,000	2,410	35,000	35,000	-	35,000	Per diem prosecutorial services
	55064	Court Mileage Reimbursement	1	-	1	1	-	1	
	55549	Covid-19 Expenses	-	-	1	1	-	-	Expenses related to safety and maintenance for Covid-19
	55087	Dry Cleaning	15,000	15,000	12,000	12,000	-	15,000	Contractual cost increase
	55088	Dues	8,350	5,828	8,545	8,545	-	8,545	SERT
	55091	Education/Training	13,000	10,983	13,000	13,000	-	13,000	Training course costs/meal reimbursement for the entire department (including civilians).
	55106	Equipment Purchase	20,752	6,591	17,750	17,750	-	20,752	Furniture, bike parts, cruiser parts, building costs, taser replacements, Public Eye
	55128	Fuel	42,192	28,190	43,440	43,440	-	43,440	Fuel for patrol vehicles using monthly average at the current rate of \$2.39 (use would lower with hybrid cruiser).
	55133	General Expenses	8,850	9,415	6,000	6,000	-	8,850	Memorial Monument and landscaping at Public Safety Complex
	55138	Grant Matching	1	-	1	1	-	1	
	55160	Investigation	5,000	2,121	5,000	5,000	-	5,000	Covers drug investigation costs and equipment
	55190	Mobile Communications	3,146	1,614	3,147	3,147	-	3,147	

<b>Town of Exeter</b>									
<b>2021 General Fund Budget</b>									
<b>Select Board Budget</b>									
<b>Version #3 Updated: 12/16/2020</b>									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
	55193	Munitions	11,717	6,955	12,000	12,000	-	11,717	
	55199	Office Equipment Maintenance	5,724	4,293	5,725	5,725	-	5,725	Maintenance contract upgraded from 2 machines to 6 including printers and all service, parts and labor - will reduce cost of office supplies.
	55200	Office Supplies	11,800	9,207	11,800	11,800	-	11,800	Office supplies, new contract eliminates ink toner, evidence, prosecution, photo
	55224	Postage	1,329	947	1,200	1,200	-	1,329	Postage costs for mailings adjusted for actual average
	55270	Software Agreement	17,068	17,067	17,070	17,070	-	17,068	Tritech IMC contract - records, emergency operations, and interface for POL and FD Center Contract increase.
	55314	Uniforms	15,385	11,100	15,385	15,385	-	15,385	Cost of uniforms/equipment for 40 employees
	55319	Vehicle Maintenance	21,000	14,307	21,000	21,000	-	21,000	Covers repair costs for 19 vehicles
	55321	Veterinarian Service	2,150	750	2,150	2,150	-	2,150	contract with NHSPCA
	55104	Veterinarian Equipment	800	-	500	500	-	800	ACO equipment added splitting cost of the online dog licensing lookup software management with Town Clerk
		<b>General Expenses Total</b>	<b>283,154</b>	<b>162,293</b>	<b>266,996</b>	<b>266,996</b>	<b>-</b>	<b>274,599</b>	
	57009	Capital Outlay -Vehicles	-	-	-	-	-	-	
	xxxx	Capital Outlay - Parking Enforcement Equipment	1	-	1	1	-	1	Parking Enforcement - scanner and equipment for enforcement of 2 hour parking in the downtown area
		<b>Capital Outlay Total</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>1</b>	
		<b>Total Police Department</b>	<b>3,325,944</b>	<b>2,569,266</b>	<b>3,359,779</b>	<b>3,403,634</b>	<b>65,394</b>	<b>3,411,237</b>	<b>V</b>
<b>Fire Department</b>									
	51110	Sal/Wages FT	1,977,689	1,616,153	1,992,370	1,969,487	(22,883)	1,970,654	32 FT
	51120	Sal/Wages Stipend	500	1,000	500	500	-	500	
	51125	First Responder Stipend		66,814			-		Paid for by Coronavirus Relief Fund - Not in Budget
	51150	Vacation Replacement OT	25,567	19,377	18,362	18,362	-	18,362	Shift replacement OT for vacations
	51200	Sal/Wages PT	17,489	5,424	17,468	17,468	-	17,468	1 PT Admin Assistant
	51300	Sal/Wages Call Back OT	120,159	57,189	120,159	109,409	(10,750)	109,409	General OT - call back
	51130	Personal Replacement OT	24,618	-	20,557	20,557	-	20,557	Shift replacement OT for personal leave
	51350	FEMA Storm Related OT	1	5,594	1	1	-	1	
	51400	Longevity Pay	6,850	950	6,550	5,050	(1,500)	5,050	For employees hired prior to 1/1/2006
	51410	Sick Replacement OT	30,377	21,269	31,943	31,943	-	31,943	
	51420	Holiday Pay	97,259	1,155	98,816	92,348	(6,468)	92,419	
	51600	Sal/Wages On Call	5,000	510	2,500	2,500	-	2,500	
		<b>Salaries Total</b>	<b>2,305,509</b>	<b>1,795,435</b>	<b>2,309,226</b>	<b>2,267,625</b>	<b>(41,601)</b>	<b>2,268,863</b>	
	52100	Health Insurance	445,329	370,153	458,300	415,170	(41,808)	465,166	2.5% increase in the premium rate
	52110	Dental Insurance	41,241	29,790	42,091	40,227	(1,864)	44,300	No change in the premium rate



Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
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	52120	Life Insurance	1,890	1,531	1,890	1,945	55	1,945	No change in the premium rate
	52130	LTD Insurance	1,089	355	1,001	1,001	(88)	1,001	No change in the premium rate
	52200	FICA	5,121	3,290	4,976	4,976	-	4,976	Based on wages: 6.2%
	52210	Medicare	31,750	24,544	33,484	32,881	(603)	32,899	Based on wages: 1.45%
	52300	Retirement Town	6,713	5,648	7,611	7,611	-	7,611	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
	52320	Retirement Fire	668,877	521,391	704,900	691,675	(13,225)	692,066	Based on wages: 30.09% Jan-Jun; 32.99% Jul-Dec
		Benefits Total	1,202,010	956,703	1,254,253	1,195,486	(57,533)	1,249,964	
	55019	Breathing Apparatus	12,340	2,729	11,245	11,245	-	12,340	Breathing apparatus testing and repairs & air compressor certification and repairs
	55035	Chiefs Expenses	720	541	720	720	-	720	expenses for meetings, dinners
	55038	Cistern Maintenance	1,600	-	1,600	1,600	-	1,600	Cistern & dry hydrant maintenance
	55041	Command Supplies	6,500	405	5,000	5,000	-	6,500	Emergency Operations Center radio reprogramming, replacement & repairs. Notification equipment including pagers and texting equipment and phone lines.
	55042	Communications Equipment	10,905	3,500	9,905	9,905	-	10,905	Radios and vehicle mobile data terminals (VDTs)
	55224	Postage	519	305	519	519	-	519	\$1,650 each - examples include FDIC conference, FRI international, IMT annual conference. Line restored to pre FY19 level.
	55058	Contract Services	20,340	9,590	20,280	16,440	(3,840)	16,440	Fire alarm contract maintenance, new IT maintenance proposal cost share 50/50 with Police Department.
	55087	Dry Cleaning	325	242	325	325	-	325	Dry cleaning of chief officer uniforms & Class A dress uniforms.
	55088	Dues	7,224	6,571	7,088	7,088	-	7,088	Seacoast Region Hazmat team annual assessment, Seacoast Chiefs
	55091	Education/Training	15,990	6,895	15,990	15,990	-	15,990	Tuition for college classes, fire certifications and education supplies.
	55106	General Equipment Purchase	45,000	12,895	45,000	45,000	-	45,000	Firefighting equipment purchase and replacement.
	55122	Fire Alarm Supplies	6,310	642	6,310	-	(6,310)	6,310	Town wide fire alarm system maintenance.
	55123	Fire Prevention Supplies	5,450	2,379	5,450	5,450	-	5,450	Fire investigation supplies.
	55128	Fuel	15,093	8,770	15,107	15,107	-	15,093	Gas and diesel fuel for all fire department vehicles
	55132	General Equipment Repair	3,250	2,954	3,250	3,250	-	3,250	Small tool & equipment repair.
	55133	General Expenses	3,200	1,617	3,200	3,200	-	3,200	Background investigations, water, emergency scene rehabilitation, supplies, etc.
	55144	Hazmat Supplies	1,294	766	1,294	1,294	-	1,294	Hazardous materials monitoring equipment, clean up and control supplies.
	55149	Hose Replacement	9,022	1,709	5,651	5,651	-	9,022	Fire hose replacement and repair.
	55151	Hydrant Maintenance	20,000	15,000	20,000	20,000	-	20,000	Hydrant maintenance performed by water department (fixed fee)
	55190	Mobile Communications	4,566	1,750	4,203	4,203	-	4,213	Cell phone plan and data usage for staff cars, engines, and fire prevention

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
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	55199	Office Equipment Maintenance	2,815	2,290	2,425	2,425	-	2,425	Lease agreements & service contracts for copier and time clock. Lesae agreement for new color copier is \$15 monthly increase over FY19
	55200	Office Supplies	2,265	1,833	2,265	2,265	-	2,265	Office supplies for department (excluding health)
	55214	Physicals	8,565	285	8,565	8,565	-	8,565	Pre-employment for new hires and annual physicals for all fire personnel. 14 personnel due for chest x-ray and EKG in FY20.
	55050	Conf/Room/Meals	4,200	-	1,000	1,000	(3,200)	4,200	\$1,400 each: examples include - FDIC conference, IAFC - FRI International, IMT Annual Conference.
	55230	Protective Equipment	34,198	25,538	34,198	34,198	-	34,198	Turnout gear replacement, inspections, repair.
	55237	Radio Repairs/Maintenance	8,728	2,932	8,728	8,728	-	8,728	Maintenance and programming FD portable and mobile radios, annual service contract with 2-Way communications.
	55270	Software Agreement	9,452	7,426	8,254	8,254	-	8,254	All annual software IMC dispatching program and public eye mobile data terminals annual licensing agreement and fees.
	55282	Building Supplies	2,000	1,737	2,000	2,000	-	2,000	Laundry and miscellaneous building supplies
	55314	Uniforms	23,830	16,207	23,830	23,830	-	23,830	Uniforms for 30 personnel plus call personnel
	55319	Vehicle Maintenance	38,544	21,691	38,544	38,544	-	38,544	Vehicle maintenance, inspections, tires, annual pump and aerial testing and certifications.
	55264	Shelter Equipment	1,200	-	1	1	-	1,200	Agreement with SAU16 to provide shelter food/supplies as necessary.
	55095	Emergency Management Equipment	3,500	962	2,500	2,500	(1,000)	3,500	FEMA line if needed
	55119	FEMA Reimb -Force Labor	1	-	-	-	-	-	FEMA line if needed
	55118	FEMA Reimb - Force Equip	1	-	-	-	-	-	FEMA line if needed
		General Expenses Total	328,947	160,159	314,447	304,297	(14,350)	322,968	
	57006	Capital Outlay	15,445	8,560	16,988	16,988	-	-	FY20 is upgrade of audio-visual equipment in EOC.
		Capital Outlay Total	15,445	8,560	16,988	16,988	-	-	
		Total Fire Department	3,851,911	2,920,857	3,894,914	3,784,396	(113,484)	3,841,795	V
<b>Public Safety Shared Services</b>									
<b>Communications</b>									
01429905	51110	PDD- Sal/Wages FT	228,143	159,913	213,239	211,326	(1,913)	211,326	5 FT Staff
01429905	51150	PDD- Vacation Replacement OT	9,000	5,768	9,000	9,000	-	9,000	covers vacation/personal days for dispatchers
01429905	51200	PDD- Sal/Wages PT	3,500	-	2,500	2,500	-	2,500	Reduced to budget for one at several shifts a month
01429905	51300	PDD-Sal/Wages OT	14,600	15,199	14,600	14,600	-	14,600	covers cost in emergencies and regular coverage added \$3000 from sick replacement
01429905	51350	PDD-FEMA Storm Related OT	1	-	1	1	-	1	Expenses related to declared emergencies

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01429905	51400	PDD-Longevity Pay	700	300	-	-	-	-	contract item
01429905	51410	PDD-Sick Replacement OT	3,000	813	3,000	3,000	-	3,000	covers OT for dispatchers out sick removed \$3000 to be placed into reg OT
01429905	51420	PDD-Holiday Pay	9,680	4,508	9,032	8,951	(81)	8,951	contract item
01429905	51430	PDD-Sal/Wages FTO Incentive		1,867	-	-	-		
01429905	51440	PDD-Training Coverage - OT		822	-	-	-		
01429905	51455	PDD-Training Regular Pay		1,309	-	-	-		
01429905	51450	PDD-Education Incentive	1,000	-	1,000	1,000	-	1,000	contract item
		Salaries Total	269,624	190,499	252,372	250,378	(1,994)	250,378	
01429905	52100	PDD-Health Insurance	36,632	31,807	63,788	47,122	(15,109)	47,122	2.5% increase in the premium rate
01429905	52110	PDD-Dental Insurance	4,579	2,168	4,036	2,650	(1,929)	2,650	No change in the premium rate
01429905	52120	PDD-Life Insurance	270	224	270	270	(108)	270	No change in the premium rate
01429905	52200	PDD-FICA	16,717	11,857	15,647	15,523	(124)	15,523	Based on wages: 6.2%
01429905	52210	PDD-Medicare	3,910	2,773	3,659	3,630	(29)	3,630	Based on wages: 1.45%
01429905	52300	PDD-Retirement Town	29,726	19,822	31,689	31,311	(378)	31,311	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	91,833	68,651	119,089	100,507	(17,677)	100,507	
01429905	55105	PDD-Equipment Maintenance	20,825	12,105	20,825	20,825	-	20,825	covers our maintenance/service yearly and monthly contracts
01429905	55108	PDD-Equipment Repair	5,800	1,300	5,800	5,800	-	5,800	uncovered repair costs
01429905	55256	PDD-Phone Repairs/Service	300	-	300	300	-	300	uncovered phone repair costs Revised with past spending and removed Ipad from this account
		General Expenses Total	26,925	13,405	26,925	26,925	-	26,925	
01429905	57006	PDD- Capital Outlay-Equipment	28,700	-	-	-	-	-	Public Safety Camera System transferred from IT Budget
		Capital Outlay Total	28,700	-	-	-	-	-	
		Communications Total	417,082	272,554	398,386	377,810	(19,671)	377,810	V
<b>Health</b>									
01441105	51110	FH- Sal/Wages FT	58,647	49,365	60,194	60,194	-	60,194	1 FT: Health Officer
		Salaries Total	58,647	49,365	60,194	60,194	-	60,194	
01441105	52110	FH- Dental Insurance	1,900	1,131	1,900	1,900	-	1,900	No change in the premium rate
01441105	52120	FH- Life Insurance	108	94	108	108	-	108	No change in the premium rate
01441105	52200	FH- FICA	3,636	3,061	3,732	3,732	-	3,732	Based on wages: 6.2%
01441105	52210	FH- Medicare	850	716	873	873	-	873	Based on wages: 1.45%
01441105	52300	FH- Town Retirement	6,551	5,514	7,598	7,598	-	7,598	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	13,045	10,515	14,211	14,211	-	14,211	
01441105	55293	FH- Supplies	950	53	950	950	-	950	Health Inspection and office supplies
01441105	55224	FH- Postage	77	18	77	77	-	77	Health Dept. mailings

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01441105	55055	FH- Consulting	1,000	-	1	1	-	1	Hazardous Materials Remediation & Consulting for Sportsmen's Club project
01441105	55190	FH- Mobile Communications	1,608	904	1,023	1,023	-	1,023	Phone plan & mobile data terminal usage for Health Officer.
01441105	55191	FH- Mosquito Control	56,100	50,490	39,000	39,000	-	39,000	Mosquito control maintenance contract costs
01441105	55270	FH- Software Agreement	2,253	2,388	2,400	2,400	-	2,400	Metverse forms and reporting
01441105	55308	FH- Travel Reimbursement	500	-	500	500	-	500	Mileage reimbursement for Health Officer
01441105	55050	FH- Conf/Room/Meals	795	-	795	795	-	795	Training, Meeting and Seminars for Health Officer
01441105	55088	FH- Dues	35	45	45	45	-	45	Health Dept. dues & memberships
		General Expenses Total	63,318	53,897	44,791	44,791	-	44,791	
		Health Total	135,010	113,778	119,196	119,196	-	119,196	V
		Total Public Safety Shared Services	552,093	386,332	517,582	497,006	(19,671)	497,006	V
<b>Public Works - General Fund</b>									
<b>Administration &amp; Engineering</b>									
01431101	51110	PWA- Sal/Wages FT	448,227	337,853	457,847	457,847	-	457,847	6 FT: Director, Town Eng, Eng Tech, Office Mgr, Office Clerk, Asst Engineer
01431101	51200	PWA- Sal/Wages PT	500		1	1	(499)	1	1- PT-recording secretary for River Committee @ \$15/hr
01431101	51300	PWA- Sal/Wages OT	500	96	500	500	-	500	
		Salaries Total	449,227	337,949	458,348	458,348	(499)	458,348	
01431101	52100	PWA- Health Insurance	64,080	47,723	82,348	82,348	2,009	82,348	2.5% increase in the premium rate
01431101	52110	PWA- Dental Insurance	6,136	3,783	6,986	6,986	-	6,986	No change in the premium rate
01431101	52120	PWA- Life Insurance	540	430	540	540	(54)	540	No change in the premium rate
01431101	52130	PWA- LTD Insurance	1,089	533	1,120	1,120	55	1,120	No change in the premium rate
01431101	52200	PWA- FICA	27,852	20,362	28,418	28,418	(31)	28,418	Based on wages: 6.2%
01431101	52210	PWA- Medicare	6,514	4,762	6,646	6,646	(7)	6,646	Based on wages: 1.45%
01431101	52300	PWA- Retirement Town	50,123	37,749	57,861	57,861	-	57,861	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	156,334	115,341	183,919	183,919	1,972	183,919	
01431101	55003	PWA- Drug/Alcohol Testing	1,200	678	1,200	1,200	-	1,200	Contract w/Access; required (per USDOT) random testing for all CDL holders & screening new hires
01431101	55048	PWA- Computer Software		357			-		
01431101	55050	PWA- Conf/Room/Meals	3,000	-	1	1	-	3,000	National or regional conf 60% Dir, Town Eng; 100% Maint Supt, Hwy Supt @\$1100 ea
01431101	55058	PWA- Contracted Services	25,000	18,000	1	1	-	25,000	Moved to CIP
01431101	55088	PWA- Dues	700	650	700	700	-	700	Dues: APWA \$210, NHPWA \$100, Mutual Aid \$25; Licenses: PE 2@150/2 yr
01431101	55091	PWA- Education/Training	2,000	2,040	2,000	2,000	-	2,000	Education and training for staff
01431101	55128	PWA- Fuel	1,345	821	1,345	1,345	-	1,345	Dir & Eng vehicles

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01431101	55133	PWA- General Expenses	850	250	850	850	-	850	Meal reimbursement during extended operations per Director's determination
01431101	55158	PWA- Insurance Deductible	1,000	-	1	1	(999)	1,000	Damage repairs on insurance claims
01431101	55181	PWA- Master Fuel Account	1	12,098	1	1	-	1	Bulk fuel delivery charges less dept allocations; for 109 vehicles
01431101	55190	PWA- Mobile Communications	1,200	903	1,200	1,200	-	1,200	60% Director, Town Engineer & Asst Engineer; 100% Highway, MiFi (Engineering)
01431101	55200	PWA- Office Supplies	10,000	6,945	10,000	10,000	-	10,000	Gen office supplies \$6500; Eng supplies \$3500: plotter paper & ink, field books, Town Standards, scanning plans; 60% of copier billing
01431101	55224	PWA- Postage	500	830	500	500	-	500	
01431101	55237	PWA- Radio Repairs	600	-	600	600	-	600	4 Desk sets, 6 portables, 42 vehicle units
01431101	55238	PWA- Radio Replacement	1,000	-	1,000	1,000	-	1,000	Digital repeater to communicate with Fire & Police
01431101	55319	PWA- Vehicle Maintenance	600	154	600	600	-	600	Dir & Eng vehicles
		<b>General Expenses Total</b>	<b>48,996</b>	<b>43,726</b>	<b>19,999</b>	<b>19,999</b>	<b>(999)</b>	<b>48,996</b>	
01431101	55998	PWA- Due from Water Fund	(121,104)	(90,753)	(128,453)	(128,453)	(302)	(128,453)	20% Water Fund offset
01431101	55999	PWA- Due from Sewer Fund	(121,104)	(90,753)	(128,453)	(128,453)	(302)	(128,453)	20% Sewer Fund offset
		<b>Due from Water/Sewer Funds Total</b>	<b>(242,209)</b>	<b>(181,507)</b>	<b>(256,907)</b>	<b>(256,907)</b>	<b>(604)</b>	<b>(256,907)</b>	
		<b>Administration &amp; Engineering Total</b>	<b>412,348</b>	<b>315,510</b>	<b>405,359</b>	<b>405,359</b>	<b>(131)</b>	<b>434,356</b>	<b>V</b>
<b>Highways and Streets</b>									
01431202	51110	HWY- Sal/Wages FT	639,436	544,364	660,834	660,834	-	660,834	12 FT
01431202	51210	HWY- Sal/Wages Temp	1		1	1	-	1	Intern, Summer/Fall laborer
01431202	51300	HWY- Sal/Wages OT	20,000	8,627	20,000	20,000	-	20,000	Emergency ops, callouts, flood watch, voting/traffic control
01431202	51310	HWY- Sal/Wages Stand-By	7,280	6,040	7,280	7,280	-	7,280	After hours on-call status, \$140/wk per union contract
01431202	51350	HWY- FEMA Storm Related OT	1		1	1	-	1	Expenses related to declared emergencies
01431202	51400	HWY- Longevity Pay	6,650	1,050	6,900	6,900	-	6,900	8 FT per union contract
		<b>Salaries Total</b>	<b>673,368</b>	<b>560,082</b>	<b>695,016</b>	<b>695,016</b>	<b>-</b>	<b>695,016</b>	
01431202	52100	HWY- Health Insurance	209,428	175,228	214,075	214,075	5,007	214,075	2.5% increase in the premium rate
01431202	52110	HWY- Dental Insurance	13,464	10,411	13,971	13,971	-	13,971	No change in the premium rate
01431202	52120	HWY- Life Insurance	702	918	702	702	(81)	702	No change in the premium rate
01431202	52200	HWY- FICA	41,749	34,903	43,091	43,091	-	43,091	Based on wages: 6.2%
01431202	52210	HWY- Medicare	9,764	8,163	10,078	10,078	-	10,078	Based on wages: 1.45%
01431202	52300	HWY- Retirement Town	75,215	63,983	87,908	87,908	-	87,908	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		<b>Benefits Total</b>	<b>350,322</b>	<b>293,606</b>	<b>369,825</b>	<b>369,825</b>	<b>4,926</b>	<b>369,825</b>	
01431202	55013	HWY- Asphalt Reclamation	10,000		10,000	10,000	-	10,000	Grinding & screening to recycle asphalt and concrete into reusable product. Screening compost and sand

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01431202	55020	HWY- Bridge Repairs	5,500		24,000	24,000	-	5,500	Replace deck and bridge rail at Garrison Lane red-list bridge (in-house)
01431202	55066	HWY- Culvert Repairs/Replacement	2,000	739	2,000	2,000	-	2,000	Repair or replace culverts (pipes & headers)
01431202	55071	HWY- Dam Maintenance	15,000	4,875	2,500	2,500	-	15,000	Dam & abutment concrete & mechanical repairs at Pickpocket, Colcord
01431202	55072	HWY - Dam Registration	400	-	400	400	-	400	Annual NHDES fees (due December) Sloans Brook
01431202	55091	HWY- Education/Training	3,000	500	1,500	1,500	-	3,000	Classes, licensing (CDL, UNH Tech Transfer classes)
01431202	55096	HWY- Emergency Traffic Control	1,000		500	500	-	1,000	Uniformed officer in high traffic, emergencies
01431202	55107	HWY- Equipment Rentals	4,500		2,000	2,000	-	4,500	Rental of equipment not owned by Town, including bulldozer, excavator, grader, screen
01431202	55128	HWY- Fuel	21,455	23,627	19,455	19,455	-	21,455	Fuel for highway dept vehicles & equipment
01431202	55134	HWY- General Hand Tools	4,000	2,269	3,500	3,500	-	4,000	Repl/repair hand tools incl. compacter, hand-saw, chainsaws, small power tools
01431202	55190	HWY- Mobile Communications	1	1,296	1	1	-	1	moved to phone reimbursement
01431202	55212	HWY- Phone Reimbursement	2,400	920	2,400	2,400	-	2,400	Cell Phone stipend \$50/mo for Supt + 3 Foremen
01431202	55257	HWY- Safety Equipment	4,500	4,057	4,000	4,000	-	4,500	Hardhats, vests, eye protection, Technu, steel-toed boot repl \$185/yr per employee
01431202	55267	HWY- Signs	14,000	5,536	7,000	7,000	-	14,000	Sign replacement for retro reflectivity, damages.
01431202	55285	HWY- Storm Drain Repair	9,000	4,174	6,000	6,000	-	9,000	Repair drain castings. 1,305 catch basins
01431202	55286	HWY- Street Marking	30,000	22,910	25,000	25,000	-	30,000	Fog lines, center lines, parking spaces (butyl rubber by contractor); crosswalks 2x yr
01431202	55287	HWY- Street Repairs/Maint	18,000	16,821	18,000	18,000	-	18,000	Patching town roads & shoulder repair materials; includes asphalt, concrete, gravel
01431202	55310	HWY- Tree Maintenance	22,500	10,976	17,500	17,500	-	22,500	All trees in Town ROW & parks incl pruning, fertilizing & removal w/ licensed arborist; increasing demands for tree removal & pruning; additional street trees at Lincoln & presence of Emerald Ash Borer (EAB)
01431202	55314	HWY- Uniforms	6,000	4,297	6,000	6,000	-	6,000	12 employees
01431202	55319	HWY- Vehicle Maintenance	45,000	26,986	40,000	40,000	-	45,000	Maintenance of all dept vehicles and equip
01431202	55337	HWY- Weed Control	8,000	8,000	8,000	8,000	-	8,000	Along medians & curbing; contract w/licensed herbicide applicator, \$2000/app x 4/yr
		General Expenses Total	226,256	137,982	199,756	199,756	-	226,256	
01431202	55251	HWY-Road Paving/Maintenance	800,000	482,519	700,000	700,000	-	800,000	incl crack sealing, reconstruction, etc. 3% increase material cost
01431202	55067	HWY- Culvert Replacement	23,000	5,551	23,000	23,000	-	23,000	Tamarind Lane 18" steel culvert replacement or reline
01431202	55266	HWY- Sidewalks/Curbing	15,000		10,000	10,000	-	15,000	Sidewalks and curbing, minor repair & replacements
01431202	55284	HWY- Storm Drain Cleaning	25,000	19,980	20,000	20,000	-	25,000	Annual clean 50% catch basins, material testing
		Capital Outlay Total	863,000	508,050	753,000	753,000	-	863,000	
		Highways & Streets Total	2,112,946	1,499,719	2,017,597	2,017,597	4,926	2,154,097	V

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
<b>Snow Removal</b>									
01431903	51300	PS- Sal/Wages - OT Snow	72,700	27,568	70,000	70,000	-	70,000	Includes Mechanic
01431903	51350	PS- Sal/Wages - FEMA Storm Related	1		1	1	-	1	Expenses related to declared emergencies
		Salaries Total	72,701	27,568	70,001	70,001	-	70,001	
01431903	52200	PS- FICA	4,507	1,705	4,340	4,340	-	4,340	Based on wages: 6.2%
01431903	52210	PS- Medicare	1,054	399	1,015	1,015	-	1,015	Based on wages: 1.45%
01431903	52300	PS- Retirement Town	8,121	3,022	8,831	8,831	-	8,831	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	13,682	5,126	14,186	14,186	-	14,186	
01431903	55026	PS- Calcium Chloride	500		1	1	-	500	Salt additive used during harsh temperatures in the winter
01431903	55061	PS- Contracted Snow Removal	50,000		45,000	45,000	-	45,000	Hire contractors w/10 wheelers to remove snow for safety downtown, Lincoln St, Ports Ave.
01431903	55118	PS- FEMA Reimb Force Equip	1		1	1	-	1	Expenses declared winter emergencies
01431903	55119	PS- FEMA Reimb Force Labor	1		1	1	-	1	Expenses declared winter emergencies
01431903	55128	PS- Fuel	19,670	5,608	17,000	17,000	-	19,670	Fuel for snow removal vehicles
01431903	55216	PS- Plow Damages	4,000	732	3,500	3,500	-	4,000	Private property damage caused by snow plows
01431903	55218	PS- Plowing	85,000	72,533	80,000	80,000	-	85,000	Hire contractors to plow, including dedicated Lincoln St improvements
01431903	55258	PS- Salt	65,000	41,871	60,000	60,000	-	65,000	Winter salt for town roads, sidewalks, parking lots; 2020 \$46.75/ton
01431903	55259	PS- Sand	1,000	1,440	1,000	1,000	-	1,000	Purchase sand during winter months to spread along the town roads, sidewalks, parking lots
01431903	55319	PS- Vehicle Maintenance	23,000	16,092	20,500	20,500	-	23,000	Repair snow plows and snow removal equip
		General Expenses Total	248,172	138,276	227,003	227,003	-	243,172	
		<b>Snow Removal Total</b>	<b>334,555</b>	<b>170,970</b>	<b>311,190</b>	<b>311,190</b>	<b>-</b>	<b>327,359</b>	<b>V</b>
<b>Solid Waste Disposal</b>									
01432304	51200	SW- Sal/Wages PT	18,196	14,295	18,627	18,627	-	18,627	1 PT @ 16 hrs/wk including transfer station winter schedule and weekend trash removal
01432304	51300	SW- Sal/Wages OT	5,000	8,882	4,000	4,000	-	4,000	OT for Highway employees assigned to Transfer Station
		Salaries Total	23,196	23,177	22,627	22,627	-	22,627	
01432304	52200	SW- FICA	1,438	1,435	1,403	1,403	-	1,403	Based on wages: 6.2%
01432304	52210	SW- Medicare	336	336	328	328	-	328	Based on wages: 1.45%
01432304	52300	SW-Retirement	559	992	505	505	-	505	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	2,333	2,763	2,236	2,236	-	2,236	
01432304	55018	SW- Blue Bags	75,000	120,619	115,000	115,000	-	75,000	Includes vendor delivery to store; offset by revenue
01432304	55054	SW- Construction Debris	10,000	9,344	10,000	10,000	-	10,000	Construction debris container at Transfer Station

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/- (Decrease)	2021 Default Budget	Explanation
01432304	55082	SW- Disposal/Recycling Contract	1,001,880	757,764	1,030,000	1,030,000	10,000	1,030,000	Per contract with Waste Management June 2017 through May 2022 with 3% annual increases
01432304	55086	SW- Brush Grinding	23,000	1,840	15,000	15,000	-	23,000	Brush grinding and removal by contractor 2 to 3x per year as space needs require (contracted with Dirt Doctor thru 2022)
01432304	55091	SW- Education/Training	650	100	200	200	-	650	Solid waste training
01432304	55092	SW- Electricity	1,500	1,356	1,500	1,500	-	1,500	Transfer station building
01432304	55093	SW- Electronic Waste Expense	14,000	8,956	10,000	10,000	-	14,000	Removal of electronic waste collected at Transfer Station, offset by sticker revenue
01432304	55150	SW- Household Haz Waste Removal	39,000		42,750	42,750	-	39,000	Cost of annual Oct event; Exeter share \$11,300 the rest offset by regional collection revenue & State grant
01432304	55163	SW- Landfill Monitoring	70,000	16,958	100,000	100,000	-	70,000	Gas and water quality testing, including PFAS & 1,4-dioxane at Cross Road landfill \$25k; seep metals loading by GZA; landfill cap settlement & slope repair \$75k in 2021
01432304	55186	SW- Metal Removal	3,000	675	1,500	1,500	(1,500)	3,000	Hauling charge to remove metals & white goods
01432304	55201	SW- Operations Maintenance	8,400	5,732	5,000	5,000	-	8,400	Mowing, materials and supplies at the Transfer Station
01432304	55244	SW- Recycle Containers	13,100	18,930	13,100	13,100	-	13,100	Downtown litter bins; 65 gal carts & 12 gal bins and other trash bins; offset by revenue
01432304	55293	SW- Supplies	1,700	1,351	1,500	1,500	-	1,700	Offices to sell
01432304	55300	SW- Tire Disposal	2,500		2,000	2,000	-	2,500	Disposal of Town tires
01432304	55366	SW- Yard Waste	15,505	7,638	15,972	15,972	-	15,505	Twice per year curbside collection- leaf and yard waste
		General Expenses Total	1,279,235	951,265	1,363,522	1,363,522	8,500	1,307,355	
		<b>Solid Waste Disposal Total</b>	<b>1,304,764</b>	<b>977,205</b>	<b>1,388,385</b>	<b>1,388,385</b>	<b>8,500</b>	<b>1,332,218</b>	<b>V</b>
<b>Street Lights</b>									
01431605	55092	PW- Electricity- Street Lights	160,000	122,580	160,000	160,000	-	160,000	All street lights in Town rights-of-way
01431605	55303	PW- Traffic Light Maintenance	10,340	2,590	9,000	9,000	-	10,340	High St, Green St, Alum Dr, Holland Way, Continental Dr signals; controllers, loop detectors, bulbs, audibles & emergency vehicle pre-emption controllers
		General Expenses Total	170,340	125,170	169,000	169,000	-	170,340	
		<b>Street Lights Total</b>	<b>170,340</b>	<b>125,170</b>	<b>169,000</b>	<b>169,000</b>	<b>-</b>	<b>170,340</b>	<b>V</b>
<b>Stormwater</b>									
01431118	55293	STW- Supplies	2,700	150	2,700	2,700	-	2,700	Pet waste bags (Town Clerk & Highway), plotter supplies (ink, printheads, paper)



Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01431118	55058	STW- Contracted Services	52,740		46,740	46,740	-	52,740	IDDE dry weather screening at 22 sites \$22k, IDDE procedures & training \$6k, TN (NPS only) annual report \$8k, MS4 annual report \$5k, Kimmins Brook BMP \$6k, municipal O&M procedures (Good housekeeping & pollution prevention) \$5k
01431118	55190	STW-Mobile Communications	480		480	480	-	480	Tablet/mifi \$40.12/mo
01431118	55291	STW- Subscriptions	4,080		4,080	4,080	-	4,080	GPS, SmartNet, PeopleForms subscriptions
01431118	55270	STW- Software Agreement	-	6,982			-	-	NHDES CWSRF Asset Management
		General Expenses Total	60,000	7,132	54,000	54,000	-	60,000	
		Stormwater Total	60,000	7,132	54,000	54,000	-	60,000	V
		Subtotal before Maintenance	4,394,953	3,095,705	4,345,531	4,345,531	13,295	4,478,370	
<b>Public Works - Maintenance</b>									
<b>General</b>									
01419406	51110	PM- Sal/Wages FT	267,219	189,607	272,095	272,095	-	272,095	5 FT Maint Supt, Custodian, 3 Maint Techs
01419406	51200	PM- Sal/Wages PT	33,695	28,166	34,612	34,612	-	34,612	1 PT Custodian @ 34hr per week
01419406	51300	PM- Sal/Wages OT	3,000	6,668	3,000	3,000	-	3,000	Emergencies, callouts
01419406	51310	PM- Sal/Wages Stand-By	7,280	6,040	7,280	7,280	-	7,280	Pay for after hours on-call status, \$140/week per union contract
01419406	51350	PM- FEMA Storm Related OT	1		1	1	-	1	Expenses related to declared emergencies
01419406	51400	PM- Longevity Pay	1,500		1,550	1,550	-	1,550	2 FT per union contract
		Salaries Total	312,695	230,481	318,538	318,538	-	318,538	
01419406	52100	PM- Health Insurance	73,645	43,689	72,725	72,725	(8,183)	72,725	2.5% increase in the premium rate
01419406	52110	PM- Dental Insurance	5,595	3,504	5,936	5,936	-	5,936	No change in the premium rate
01419406	52120	PM- Life Insurance	324	235	324	324	(27)	324	No change in the premium rate
01419406	52200	PM- FICA	19,387	13,687	19,749	19,749	-	19,749	Based on wages: 6.2%
01419406	52210	PM- Medicare	4,534	3,201	4,619	4,619	-	4,619	Based on wages: 1.45%
01419406	52300	PM- Retirement Town	31,164	22,264	35,894	35,894	-	35,894	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	134,649	86,581	139,247	139,247	(8,210)	139,247	
01419406	55048	PM- Computer Software	3,000		3,000	3,000	-	3,000	Dropping TMA for annual maint of Fleet & Facility Maint software TMA (Dec); converting to People GIS work order system
01419406	55058	PM- Contract Services	43,000	19,940	43,000	43,000	-	43,000	Town buildings roof snow removal \$6k and contracted cleaning for Town Offices \$26K; Rec Ctr 2x week starting 2020 (\$11k)
01419406	55069	PM- Custodial Supplies	16,000	18,655	16,000	16,000	-	16,000	All Town buildings' paper & cleaning products

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01419406	55549	PM- Covid-19 Expenses			11,000	11,000	-		Rec Ctr & Snr Ctr daily & TH Public Restrooms 2/wk \$8k; \$3k in custodial supplies
01419406	55091	PM- Education/Training	800	180	800	800	-	800	Continuing education requirements for License renewals Master Elect, Journeyman Plumber/Gas fitter. Education seminars Carpenter.
01419406	55128	PM- Fuel	4,475	2,911	4,000	4,000	-	4,475	Maintenance Dept vehicles (5)
01419406	55173	PM- Licenses	300		300	300	-	300	Licenses for Electrician and HVAC Plumber Tech
01419406	55176	PM- Maintenance Bld Materials	1,200	63	1,200	1,200	-	1,200	Stock paint, putty, nails, screws
01419406	55178	PM- Maintenance Tools	3,000	1,727	3,000	3,000	-	3,000	HVAC Tech, plumber, elec. tools, replenish drill bits, small power tools
01419406	55190	PM- Mobile Communications	600	353	600	600	-	600	Maint. Superintendent cell phone
01419406	55257	PM- Safety Equipment	2,000	788	2,000	2,000	-	2,000	Fall protection, eye protection, steel-toed boot replacement \$185/yr
01419406	55314	PM- Uniforms	5,500	2,549	5,500	5,500	-	5,500	Uniforms and cleaning for 5 Staff
		General Expenses Total	79,875	47,166	90,400	90,400	-	79,875	
		General Maintenance Total	527,219	364,228	548,185	548,185	(8,210)	537,660	V
<b>Town Buildings</b>									
01458908	51200	Swasey Parkway- Sal/Wages PT	-	26	-	-	-	-	Recording Secretary for Swasey Parkway
01458908	52200	Swasey Parkway- FICA	-	2	-	-	-	-	Recording Secretary for Swasey Parkway
01458908	52210	Swasey Parkway- Medicare	-	0	-	-	-	-	Recording Secretary for Swasey Parkway
		Town Buildings-Water/Sewer Bills	17,705	10,969	17,005	17,005	-	17,705	Water/Sewer bills for Town Buildings
		Town Buildings- Building Maintenance	73,500	53,344	72,500	72,500	-	73,500	Building Maintenance for Town Buildings, Incl Swasey Parkway & Raynes Barn
		Town Buildings-Covid-19 Expenses	-	-	5,000	5,000	-	-	Covid-19 for Town Buildings
		Town Buildings- Natural Gas	60,000	38,519	60,000	60,000	(10,700)	50,300	Natural Gas for Town Buildings
		Town Buildings- Electricity	108,950	74,336	107,950	107,950	-	108,950	Electricity for Town Buildings, Incl. Swasey Parkway & Raynes Barn
		Train Station- Supplies	3,800	737	3,800	3,800	-	3,800	Light fixtures, electrical breakers, signage
		Train Station- Platform Lease Liability	22,069	23,096	23,790	23,790	694	22,069	Platform Lease Liability Insurance for Train Station
		Train Station- Platform Lease	3,400	3,332	3,400	3,400	-	3,400	Platform Lease for Train Station
		Town Buildings Total	289,424	204,362	293,445	293,445	(10,006)	279,724	
<b>Maintenance Projects</b>									
01419406	55177	PM- Maintenance Projects	100,000	-	100,000	100,000	-	100,000	Town owned building projects
		Total Maintenance Projects	100,000	-	100,000	100,000	-	100,000	
		Town Maintenance/Buildings Total	916,643	568,590	941,630	941,630	(18,216)	917,384	
<b>Mechanics/Garage:</b>									
01419415	51110	PG- Sal/Wages FT	143,073	84,400	145,704	145,704	-	145,704	3 FT: 1 Mech foreman; 2 Mechanics
01419415	51300	PG- Sal/Wages OT	3,000	3,230	3,000	3,000	-	3,000	Mechanic OT -76 hours per year

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01419415	51310	PG- Sal/Wages Standby Pay		120	-	-	-	-	
01419415	51400	PG- Longevity Pay		800	-	-	-	-	
		Salaries Total	146,073	88,550	148,704	148,704	-	148,704	
01419415	52100	PG- Health Insurance	77,470	34,613	72,545	72,545	1,770	72,545	2.5% increase in the premium rate
01419415	52110	PG- Dental Insurance	5,700	2,263	4,850	4,850	-	4,850	No change in the premium rate
01419415	52120	PG- Life Insurance	162	108	162	162	(81)	162	No change in the premium rate
01419415	52200	PG- FICA	9,057	5,838	9,220	9,220	-	9,220	Based on wages: 6.2%
01419415	52210	PG- Medicare	2,118	1,365	2,156	2,156	-	2,156	Based on wages: 1.45%
01419415	52300	PG- Retirement Town	16,316	9,502	18,797	18,797	-	18,797	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	110,823	53,688	107,730	107,730	1,689	107,730	
01419415	55128	PG- Fuel	1,600	859	1,600	1,600	-	1,600	Mechanics shop truck & forklift
01419415	55129	PG- Fuel Dispensing System	4,000	3,115	4,000	4,000	-	4,000	Fuel pumps, UST inspection, reporting equipment, 22 year old fuel island maintenance
01419415	55183	PG- Mechanics Tools	3,000	1,111	3,000	3,000	-	3,000	Mechanics' allowance 3@\$500/ea; replace Town owned tools; rental
01419415	55316	PG- Vehicle Equipment Stock	5,000	4,755	5,000	5,000	-	5,000	Fluids, filters, bulbs, nuts & bolts for all Town Departments
01419415	55319	PG- Vehicle Maintenance	2,000	812	2,000	2,000	-	2,000	Maintenance Dept vehicles (5) + forklift
									3 mechanic lifts certified testing & repair, 2 crane mounted electric hoists
01419415	55338	PG- Weight Testing/Repair	1,000	-	1,000	1,000	-	1,000	
		General Expenses Total	16,600	10,651	16,600	16,600	-	16,600	
		Mechanics/Garage Total	273,496	152,890	273,034	273,034	1,689	273,034	V
		Total Public Works Budget	5,585,092	3,817,185	5,560,195	5,560,195	(3,232)	5,668,788	V
<b>Welfare &amp; Human Services</b>									
<b>Welfare</b>									
01444110	51110	WE- Sal/Wages FT	7,942	6,676	8,152	8,152	-	8,152	
		Salaries Total	7,942	6,676	8,152	8,152	-	8,152	
1444110	52100	WE- Health Insurance		698			-		
01444110	52110	WE- Dental Insurance		47			-		
01444110	52120	WE- Dental Insurance		1			-		
01444110	52200	WE- FICA	492	386	505	505	-	505	Based on wages: 6.2%
01444110	52210	WE- Medicare	115	90	118	118	-	118	Based on wages: 1.45%
01444110	52300	WE-Retirement - Town	887	746	1,029	1,029	-	1,029	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	1,495	1,968	1,653	1,653	-	1,653	
01444110	55025	WE- Burial Expense	3,000	2,250	3,000	3,000	-	3,000	Cremation - aging low income population
01444110	55050	WE- Conf/Room/Meals	200	121	200	200	-	200	1 Conference - 4 meetings in Concord
01444110	55075	WE - Direct Relief- Electricity	7,500	480	7,500	7,500	-	7,500	\$ Town funds - Wentworth Trust reimbursed \$2,817.74

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01444110	55076	WE - Direct Relief-Food/Gas	500	-	500	500	-	500	Requests for food/gas has increased this year with the homeless population increasing
01444110	55077	WE - Direct Relief - Heat	2,500	2,818	2,500	2,500	-	2,500	\$ Town funds - Wentworth Trust reimbursed \$0
01444110	55078	WE - Direct Relief -Medical	2,500	-	2,500	2,500	-	2,500	\$ Town funds - Wentworth Trust reimbursed \$0
01444110	55079	WE - Direct Relief- Rent/Hotel	45,000	51,132	45,000	45,000	-	45,000	2019 YTD August: Wentworth Trust reimbursed \$7,911.22; Town Funds \$ 15,261.47
01444110	55088	WE- Dues	55	-	55	55	-	55	State local welfare dues
01444110	55106	WE- Equipment Purchase	250	-	-	-	-	250	
01444110	55133	WE- Direct Relief General Expense	1,500	-	1,500	1,500	-	1,500	Direct relief items that don't fall under other lines i.e. car repairs, registration, taxes, etc. covered by Wentworth and town is reimbursed
01444110	55212	WE- Phone Reimbursement	180	-	180	180	-	180	For off hours usage / split 50/50 with TM budget
01444110	55200	WE-Office Supplies	210	65	210	210	-	210	notebooks, folders and desk supplies.
01444110	55224	WE- Postage	20	35	20	20	-	20	Client/state/agencies - postage - most are done electronically
01444110	55308	WE- Travel Reimbursement	200	-	150	150	-	200	Travel to local monthly meetings to Raymond, State Monthly Meetings in Concord - Seminars
		General Expenses Total	63,615	56,901	63,315	63,315	-	63,615	
		Welfare Total	73,052	65,545	73,120	73,120	-	73,420	V
<b>Human Services</b>									
01444511	55360	HS- Human Services Funding	103,805	73,479	106,720	106,720	-	103,805	See separate list (Human Services Funding Committee)
		Human Services Total	103,805	73,479	106,720	106,720	-	103,805	V
		Total Welfare & Human Services	176,857	139,024	179,840	179,840	-	177,225	
<b>Parks &amp; Recreation</b>									
<b>Recreation</b>									
01452001	51110	PR- Sal/Wages FT	245,957	206,236	252,939	252,939	-	252,939	4 FT: Director, Asst. Director, Rec Coordinator, Office Manager (Full year at full-time)
01452001	51200	PR- Sal/Wages PT	-	-	-	-	-	-	Moved to FT
01452001	51300	PR- Sal/Wages OT	1,200	1,163	1,200	1,200	-	1,200	Recreation Coordinator nights and weekends
		Salaries Total	247,157	207,399	254,139	254,139	-	254,139	
01452001	52100	PR- Health Insurance	35,387	29,943	36,275	36,275	888	36,275	2.5% increase in the premium rate
01452001	52110	PR- Dental Insurance	4,345	3,144	4,345	4,345	-	4,345	No change in the premium rate
01452001	52120	PR- Life Insurance	324	266	325	325	(134)	325	No change in the premium rate
01452001	52130	PR- LTD Insurance	832	-	859	859	27	859	No change in the premium rate
01452001	52200	PR- FICA	15,324	12,583	15,757	15,757	-	15,757	Based on wages: 6.2%
01452001	52210	PR- Medicare	3,584	2,942	3,685	3,685	-	3,685	Based on wages: 1.45%
01452001	52300	PR- Retirement Town	27,607	23,166	32,078	32,078	-	32,078	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
		Benefits Total	87,403	72,045	93,324	93,324	781	93,324	
01452001	55088	PR- Dues	700	590	700	700	-	700	NHRP/NRPA/NEPA Dues for Department Staff
01452001	55224	PR- Postage	150		150	150	-	150	General office mailing
01452001	55293	PR- Supplies	1,500	816	1,500	1,500	-	1,500	Office supplies: pens, paper, ink and other supplies
01452001	55542	PR- Senior Services	7,500	1,119	7,500	7,500	-	7,500	Senior Programming Initiative
		General Expenses Total	9,850	2,525	9,850	9,850	-	9,850	
		Recreation Total	344,410	281,969	357,313	357,313	781	357,313	V
<b>Parks</b>									
01452002	51110	PK- Sal/Wages FT	74,454	62,683	77,068	77,068	-	77,068	2 FT Employees
01452002	51300	PK- Sal/Wages OT	5,500	5,518	5,500	5,500	-	5,500	OT for 2 FT Employees
01452002	51400	PK- Longevity Pay	900		1,000	1,000	-	1,000	2 FT Employees
		Salaries Total	80,854	68,201	83,568	83,568	-	83,568	
01452002	52100	PK- Health Insurance	28,695	24,278	29,410	29,410	715	29,410	2.5% increase in the premium rate
01452002	52110	PK- Dental Insurance	1,593	1,328	1,593	1,593	-	1,593	No change in the premium rate
01452002	52120	PK- Life Insurance	108	90	108	108	27	108	No change in the premium rate
01452002	52200	PK- FICA	5,013	4,004	5,181	5,181	-	5,181	Based on wages: 6.2%
01452002	52210	PK- Medicare	1,172	936	1,212	1,212	-	1,212	Based on wages: 1.45%
01452002	52300	PK- Retirement Town	9,031	7,618	10,576	10,576	-	10,576	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
		Benefits Total	45,613	38,253	48,080	48,080	742	48,080	
01452002	55033	PK- Chem Toilet Rental	1,900	1,252	1,900	1,900	-	1,900	Brickyard park, swasey parkway, Rec Park in spring and fall as well as on the upper fields. Price has gone up but so has the usage as we keep the chemical toilet at Planet Playground year round. Good for public health.
01452002	55058	PK- Contract Services	45,050	35,237	45,050	45,050	-	45,050	Contracting services to mulch the playgrounds, mulch beds, while maintaining edging and weeding of sites. Help in renovating the public safety building landscaping in 2020. Additional treatment for poison ivy at various parks most notably, the Recreation Park.
01452002	55106	PK- Equipment Purchase	3,000	162	3,000	3,000	-	3,000	Additional equipment: Walk behind leaf blower and infield drag.
01452002	55108	PK- Equipment Repairs	850	588	850	850	-	850	Equipment that is older need to be maintained properly. New equipment has been purchased in the past year reducing some need for consistant repairs.
01452002	55109	PK- Equipment Supplies	8,800	6,486	8,800	8,800	-	8,800	Flags, field paint, keys and locks, lumber misc.
01452002	55128	PK- Fuel	5,165	2,492	5,165	5,165	-	5,165	Fuel estimate

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
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01452002	55164	PK- Landscaping Supplies	15,500	9,570	15,500	15,500	-	15,500	Purchase of mulch, playground chips, flowers, weed fabric. Supplies for landscaping of the public safety building as well as 32 Court st. Infield top dressing
01452002	55239	PK- Park Maintenance	7,000	6,940	7,000	7,000	-	7,000	Playground repairs, fencing repairs, umbrellas
01452002	55267	PK- Signs	700	948	700	700	-	700	General sign replacement-New Adopter signs, New Kids Park Sign, New informational boards.
01452002	55314	PK- Uniforms	750	256	750	750	-	750	Shoes, shirts, pants (pricing has increased for beathable material for shirts).
01452002	55319	PK- Vehicle Maintenance	3,000	1,254	2,500	2,500	-	3,000	Snow Tires for the newest truck in our fleet would be helpful along with snow tires for our 15 passenger van. Conversion of old 15 passanger van into a event van.
		General Expenses Total	91,715	65,186	91,215	91,215	-	91,715	
01452002	55283	PK- Stewart Park Maintenance	-	-	-	-	-	-	Stewart Park installation and removal assistance and crane rental for docks removal
		Capital Outlay Total	-	-	-	-	-	-	
		Parks Total	218,182	171,640	222,863	222,863	742	223,363	V
		Total Parks & Recreation	562,592	453,609	580,176	580,176	1,523	580,676	
<b>Other Culture &amp; Recreation</b>									
<b>Other Culture &amp; Recreation</b>									
01452004	55036	OC- Christmas Lights	5,000	137	5,000	5,000	-	5,000	Churchill's greenery 1,500, Unutil electric bill
01452004	55037	OC- Christmas Parade	3,000	500	3,000	3,000	-	3,000	Christmas Parade committee grant
01452004	55292	OC- Summer Concerts	9,000	7,270	9,000	9,000	-	9,000	Summer concerts in Swasey Parkway
		Other Culture & Recreation Total	17,000	7,907	17,000	17,000	-	17,000	V
<b>Special Events</b>									
01452005	55112	SE- Exeter Brass Band	3,500		3,500	3,500	-	3,500	Payments to brass band performers
01452005	55320	SE- Veteran's Activities	3,500	3,627	3,500	3,500	-	3,500	Memorial Day flags, Vets Day flags, Lunch
01452005	55006	SE- Fireworks	8,000		8,000	8,000	-	8,000	Fireworks for AIM Festival anticipated slight increase
		Special Events Total	15,000	3,627	15,000	15,000	-	15,000	V
		Total Other Culture & Recreation	32,000	11,534	32,000	32,000	-	32,000	
<b>Public Library</b>									
<b>Library</b>									
01455001	51110	LB- Sal/Wages FT	451,674	382,593	468,192	468,192	-	468,192	8 FT Employees

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01455001	51200	LB- Sal/Wages PT	178,728	85,169	183,340	183,340	-	183,340	14 PT Employees
		Salaries Total	630,402	467,762	651,532	651,532	-	651,532	
01455001	52100	LB- Health Insurance	85,532	72,511	105,795	105,795	1,467	105,795	2.5% increase in the premium rate
01455001	52110	LB- Dental Insurance	6,208	3,531	6,208	6,208	-	6,208	No change in the premium rate
01455001	52120	LB- Life Insurance	486	310	486	486	-	486	No change in the premium rate
01455001	52130	LB- LTD Insurance	1,080	531	1,092	1,092	12	1,092	No change in the premium rate
01455001	52140	LB-Health Insurance Buyout		4,856			-		None in FY21
01455001	52200	LB- FICA	39,085	28,379	40,395	40,395	-	40,395	Based on wages: 6.2%
01455001	52210	LB- Medicare	9,141	6,637	9,447	9,447	-	9,447	Based on wages: 1.45%
01455001	52300	LB- Retirement Town	50,452	42,736	59,096	59,096	-	59,096	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
01455001	52500	LB- Unemployment Comp	218	-	218	218	-	218	Primex Actual Invoice
01455001	52600	LB- Workers Comp Insurance	2,819	3,037	3,120	3,120	301	3,120	Primex Actual Invoice (no holiday premium in 2021)
01455001	55172	LB- Liability Insurance	1,158	1,158	1,274	1,274	116	1,274	Primex Actual Invoice
		Benefits Total	196,179	163,686	227,131	227,131	1,896	227,131	
01455001	55233	LB- Public Services	206,304	206,304	202,604	202,604	-	206,304	Appropriation for general Library expenses paid directly by Library
01455001	55313	LB- Transfer Budget Balance					-		
		General Expenses Total	206,304	206,304	202,604	202,604	-	206,304	
		Total Library	1,032,885	837,752	1,081,267	1,081,267	1,896	1,084,967	V
<b>Debt Service &amp; Capital</b>									
<b>Debt Services</b>									
01471121	58003	GF- Epping Rd Water Tank	105,000	105,000	105,000	105,000	-	105,000	2028 Final payment
01471121	58004	GF- Great Dam Removal	155,000	155,000	155,000	155,000	-	155,000	2024 Final payment
01471121	58005	GF- Great Dam Study	34,800	34,800	34,200	34,200	-	34,200	2021 Final payment
01471121	58006	GF- Norris Brook Culverts	-	-	-	-	-	-	2019 Final payment
01471121	58007	GF- Sidewalk Program	55,000	55,000	55,000	55,000	-	55,000	2025 Final payment
01471121	58008	GF- Linden St. Bridge/Culvert	70,000	70,000	70,000	70,000	-	70,000	2025 Final payment
01471121	58009	GF- Jady Hill Phase II Utilities	-	-	-	-	-	-	2019 Final payment
01471121	58026	GF- Lincoln Street Ph#2	97,188	97,188	97,188	97,188	-	97,188	2032 Final payment
01471121	58029	GF- Court Street Culvert	116,090	116,090	116,090	116,090	-	116,090	2027 Final payment
01471121	58031	GF- String Bridge Rehabilitation	65,000	65,000	65,000	65,000	-	65,000	2023 Final payment
01471121	58034	GF- Rec Park Development	45,600	45,600	45,000	45,000	-	45,000	2024 Final payment
01471121	58035	GF- Salem St. Utility Design & Engin	5,908	5,908	5,538	5,538	-	5,538	2024 Final payment
01471121		GF- Library Renovations/Addition			251,600	251,600	-	251,600	2035 Final payment
01-4711-092	01471121	GF Debt Service Principal Total	749,586	749,586	999,616	999,616	-	999,616	

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01472122	58514	GF- Epping Rd Water Tank Interest	49,300	44,778	44,027	44,027	-	44,027	2028 Final payment
01472122	58515	GF- Great Dam Removal Interest	39,525	39,525	31,620	31,620	-	31,620	2024 Final payment
01472122	58516	GF- Great Dam Study Interest	2,070	2,070	1,026	1,026	-	1,026	2021 Final payment
01472122	58517	GF- Norris Brook Culverts Interest	-	-	-	-	-	-	2019 Final payment
01472122	58518	GF- Sidewalk Program Interest	9,808	9,808	7,553	7,553	-	7,553	2025 Final payment
01472122	58519	GF- Linden St. Bridge/Culvert	12,176	12,176	9,306	9,306	-	9,306	2025 Final payment
01472122	58520	GF- Jady Hill Phase II Utilities Int	-	-	-	-	-	-	2019 Final payment
01472122	58527	GF- Lincoln Street Ph#2	60,548	60,548	55,591	55,591	-	55,591	2032 Final payment
01472122	58528	GF- Court Street Culvert	46,131	46,131	40,211	40,211	-	40,211	2027 Final payment
01472122	58530	GF- String Bridge Rehabilitation	12,750	12,750	9,435	9,435	-	9,435	2023 Final payment
01472122	58534	GF- Rec Park Development	12,625	12,624	9,180	9,180	-	9,180	2024 Final payment
01472122	58535	GF- Salem St. Utility Design & Engin	1,520	1,519	1,083	1,083	-	1,083	2024 Final payment
01472122		GF- Library Renovations/Addition			165,566	165,566	-	165,566	2035 Final payment
		GF Debt Service Interest Total	246,453	241,929	374,598	374,598	-	374,598	
01472323	58501	GF- TAN Interest	1		1	1	-	1	Reserve for Tax Anticipation Note
		TAN Interest Total	1	-	1	1	-	1	
01472324	58500	GF- BAN Interest	59,100	59,100	-	-	-	-	Interest on BAN (Library renovation) per Newburyport Savings Bank. BAN extended through 8/2020
		BAN Interest Total	59,100	59,100	-	-	-	-	
		Debt Services Total	1,055,140	1,050,615	1,374,215	1,374,215	-	1,374,215	
<b>Miscellaneous</b>									
01-4194-01	01419417	GG- Disaster Repairs - Insured	1		1	1	-	1	
01419417	55224	GG- Postage	1	5,197	1	1	-	1	Town-wide postage reserve
01419417	55060	GG- Cash Over/Short	1	13	1	1	-	1	Town-wide cash over/short in-house collections
01419417	55189	GG- Misc Expense	1	1,805	1	1	-	1	Internal audit entry
		General Expenses Total	4	7,015	4	4	-	4	V
<b>Vehicle Replacement</b>									
01419416	57005	GG- CO - Leases	338,953	337,871	290,615	290,615	-	290,615	See separate list
01419418	57012	GG- CO - Vehicles	77,955	15,634	106,000	106,000	-	77,955	See separate list
		Capital Outlay Total	416,907	353,505	396,615	396,615	-	368,570	
<b>Cemeteries</b>									
01419500	57000	GG-CO-Cemeteries	1		1	1	-	1	
			1	-	1	1	-	1	V
<b>Capital Outlay-Other</b>									
01419900	55361	GG- CO- Land Acquisition/Purchase	1		1	1	-	1	



Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01419900	57020	GG- CO-Public Safety Study		8,827			-		
01419900	57006	GG- CO- Equipment	4,250	4,760	4,250	4,250	-	4,250	Vehicle Data Gathering (AA Tracking)
		Capital Outlay Total	4,251	13,587	4,251	4,251	-	4,251	V
		General Government Total	421,163	374,107	400,871	400,871	-	372,826	
		Total Debt Service & Capital	1,476,303	1,424,722	1,775,086	1,775,086	-	1,747,041	
<b>Benefits &amp; Taxes</b>									
<b>Payroll Taxes &amp; Benefits</b>									
		GG- Health Insurance Reserve			-	-	(117,100)		2021- 2.5% increase YOY General Fund, Water Fund, Sewer Fund
		GG- Dental Insurance Reserve			-	-	(3,900)		FY21 No Increase in dental insurance
		GG- Life Insurance Reserve			-	-	(220)		
01415535	52140	GG- Insurance Buyout	160,330	125,176	153,566	156,054	3,684	160,330	Health Insurance Buyout
01415536	52150	GG-Retirement/ Sick Leave Buyout	1	114,331	1	1	-	1	Use funds in Sick Leave CRF
01415531	55125	GG- Flexible Spending Fees	1,221	822	1,221	1,221	-	1,221	Fees for employees FSA accounts (33 health % 4 depend care)
		Payroll Taxes & Benefits Total	161,552	240,329	154,788	157,276	(117,536)	161,552	
<b>Unemployment</b>									
01415533	52500	GG- Unemployment Comp	2,897	2,897	2,897	2,897	-	2,897	Primex Actual Invoice
		Unemployment Total	2,897	2,897	2,897	2,897	-	2,897	
<b>Worker's Compensation</b>									
01415537	52600	GG- Workers Comp Insurance	213,402	213,402	236,198	236,198	19,899	213,402	Primex Actual Invoice (no holiday premium in 2021)
		Worker's Compensation Total	213,402	213,402	236,198	236,198	19,899	213,402	
<b>Insurance</b>									
01419614	55124	GG- Fleet Insurance	7,141	7,141	7,855	7,855	714	7,141	Primex Actual Invoice (no holiday premium in 2021)
01419614	55157	GG- Insurance Deductible	3,000	298	3,000	3,000	-	3,000	Town has \$1K deductible per occurrence
01419614	55158	GG- Ins Reimbursed Repairs	1		1	1	-	1	
01419614	55172	GG- Liability Insurance	53,237	53,237	58,568	58,568	5,331	53,237	Primex Actual Invoice (no holiday premium in 2021)
		Insurance Total	63,379	60,676	69,424	69,424	6,045	63,379	
		Total Benefits & Taxes	441,230	517,304	463,307	465,795	(91,592)	441,230	V
		Total General Fund	19,605,537	15,037,785	19,964,579	19,853,088	(182,203)	20,014,678	
<b>Warrant Articles/Other</b>									
<b>WAR</b>									
01500000	59072	Sidewalk Program CRF	60,000	60,000			-		None for 2021
01500000	59017	Sick Leave Expendable Trust Fund	100,000		100,000	100,000	-		Sick Leave Fund held & invested by Trustee of Trust Funds
01500000	59049	Snow/Ice Deficit Fund	50,000		50,000	50,000	-		Snow/Ice Deficit Non-Capital CRF

Town of Exeter									
2021 General Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
01500000	59091	LED Streetlight Replacement					-		Amount to come from fund balance
01500000	59080	Intersection Improvements Program		8,473			-		CIP P#22 Study of unsignalized intersections
01500000	59075	Cemetery CRF					-		Maintenance of Town owned inactive cemeteries
01500000	59060	Swasey Parkway CRF					-		Create a CRF for Swasey Parkway Pavillion using escrow account funds
01500000	59074	ADA Accessibility		7,700			-		CIP P#1 ADA study
01500000	59090	Parks & Rec CRF	100,000	41,350	100,000	100,000	-		CIP P#12 Continued investment in capital reserve fund established in 2019
01500000	59083	Public Safety Data & Analysis					-		Police, Fire/EMS Facility, Staffing & Data Analysis of all operations
01500000	59079	Dispatch Communication upgrade		54,354			-		CIP P#19
01500000	59093	Pickpocket Dam CRF	110,000	11,416	100,000	100,000	(200,000)		CIP P#15 Engineering evaluation/study \$90K plus hydrolic analysis \$ 20K (Plus add the balance from this year's balance for Pickpocket Dam)
01500000		Great Bridge Deficit Funding					-		To fund the 2001 Great Bridge Capital Project deficit
01500000		Stewart Park Seawall Deficit Funding			105,794	105,794	-		To fund the Stewart Park Seawall Capital Project deficit
01500000		Public Works Garage Design	-		100,000	100,000	(50,000)		CIP P#1 Design
01500000		Public Safety Alternatives Analysis			100,000	100,000	(100,000)		CIP P#3 Design & Engineering
01500000		Bike/Pedestrian Master Plan					(25,000)		CIP P#5 Planning study- part of Master Plan
01500000		Waterfront Seawall					(25,000)		CIP P#22 Construction (in-house) Waterfront boardwalk repairs (BRC rec using maint proj budget)
01500000	59096	Town wide Vehicle Replacements	147,872				-		See separate vehicle list
01500000	59095	Conservation Fund Appropriation	50,000		-	-	-		CIP P#7 To support conservation initiatives such as land purchase to be added to the Conservation Fund
01500000	59079	Communications Repeater Site	78,792				-		CIP P#11 Fuller Lane Water Tower
01500000	59094	Metered Parking	115,000	3,000			-		Train St (Metered) Lincoln St (1 Hr)
		<b>Total Warrant Articles</b>	<b>811,664</b>	<b>186,293</b>	<b>655,794</b>	<b>655,794</b>	<b>(400,000)</b>		
<b>Borrowing/ Other</b>									
		Salem St. Area Utility Replacements			1,010,000	1,010,000	(50,000)		CIP P#19 Drainage improvements (Water & Sewer Fund components)
		<b>Borrowing/Other Total</b>	<b>-</b>	<b>-</b>	<b>1,010,000</b>	<b>1,010,000</b>	<b>(50,000)</b>		
		<b>GF Warrant Articles/Other Total</b>	<b>811,664</b>	<b>186,293</b>	<b>1,665,794</b>	<b>1,665,794</b>	<b>(450,000)</b>		
		<b>Total General Fund Budget &amp; Warrant Articles</b>	<b>20,417,201</b>	<b>15,224,078</b>	<b>21,630,373</b>	<b>21,518,882</b>	<b>(632,203)</b>		

Town of Exeter										
2021 Water Fund Budget										
Select Board Budget										
Version #3 Updated: 12/16/2020										
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget \$ Increase/-(Decrease)	2021 SB Budget vs. 2020 Budget %-Difference	2021 Default Budget	Explanation
<b>WATER FUND</b>										
<b>Administration</b>										
02433021	51110	WA- Sal/Wages FT	211,725	167,827	216,843	216,843	5,118	2.4%	216,843	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations (increase mostly due to change from Engineering Tech to Asst. Engineer)
02433021	51200	WA- Sal/Wages PT	3,145	4,777	3,104	3,104	(41)	-1.3%	3,104	GF allocation
02433021	51210	WA- Sal/wages Temp	3,500	-	3,500	3,500	-	0.0%	3,500	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	218,370	172,604	223,447	223,447	5,077	2.3%	223,447	
02433021	52100	WA- Health Insurance	45,142	24,648	49,574	49,574	4,432	9.8%	49,574	Allocations from GF
02433021	52110	WA- Dental Insurance	3,384	2,201	3,533	3,533	149	4.4%	3,533	Allocations from GF
02433021	52120	WA- Life Insurance	259	308	266	266	7	2.7%	266	Allocations from GF
02433021	52130	WA- LTD Insurance	520	390	532	532	12	2.3%	532	Allocations from GF
02433021	52140	WA - Health Insurance Buyout	2,828	2,121	2,812	2,214	(614)	-21.7%	2,214	Allocations from GF
02433021	52200	WA- FICA	13,539	10,578	13,854	13,854	315	2.3%	13,854	Based on wages: 6.2%
02433021	52210	WA- Medicare	3,166	2,473	3,240	3,240	74	2.3%	3,240	Based on wages: 1.45%
02433021	52300	WA- Retirement Town	23,650	18,938	26,780	26,780	3,130	13.2%	26,780	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
02433021	52600	WA- Workers Comp Insurance	4,729	4,729	5,234	5,234	505	10.7%	5,234	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	97,217	66,386	105,825	105,227	8,010	8.2%	105,227	
02433021	55293	WA- Supplies	4,000	3,894	4,000	4,000	-	0.0%	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% Supplies/maint. multi-function plotter
02433021	55055	WA- Consulting Services	5,000	-	5,000	5,000	-	0.0%	5,000	Misc. consulting services
02433021	55124	WA- Fleet Insurance	335	335	368	368	33	9.9%	368	Primex Actual Invoice (no holiday premium in 2021)
02433021	55228	WA- Property Insurance	45,698	45,699	50,273	50,273	4,575	10.0%	50,273	Primex Actual Invoice (no holiday premium in 2021)
02433021	55157	WA- Insurance Deductible	1	-	1	1	-	0.0%	1	Line item for insurance deductible
02433021	55158	WA- Insurance Reimbursed Repairs	1,000	-	1	1	(999)	-99.9%	1	Damage repairs on insurance claims
02433021	55170	WA- Legal Expense	5,000	-	1	1	(4,999)	-100.0%	1	Legal expenses wellhead negotiations, administrative orders
02433021	55190	WA- Mobile Communications	800	378	800	800	-	0.0%	800	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
02433021	55002	WA- Advertising	500	-	500	500	-	0.0%	500	Bid packages, Requests for Proposals
02433021	55227	WA- Printing	2,600	2,005	2,600	2,600	-	0.0%	2,600	Annual Consumer Confidence Rpt (CCR) & postage
02433021	55171	WA- Legal/Public Notices	4,000	-	3,000	3,000	(1,000)	-25.0%	4,000	Notice of main flushing, Public Hearings, violations
02433021	55050	WA- Conf Rooms/Meals	2,640	-	-	-	(2,640)	-100.0%	2,540	Annual national conference Dir 20%, WS Mgr & Asst. Mgr 50% (forego 2021)
02433021	55091	WA- Education/Training	6,000	2,020	5,000	5,000	(1,000)	-16.7%	6,000	Treatment, Distribution & Backflow required CEUs & dues
		General Expenses Total	77,574	54,332	71,544	71,544	(6,030)	-7.8%	76,084	
		<b>Administration Total</b>	<b>393,161</b>	<b>293,322</b>	<b>400,816</b>	<b>400,218</b>	<b>7,057</b>	<b>1.8%</b>	<b>404,768</b>	<b>V</b>
<b>Billing</b>										
02433124	51110	WB- Sal/Wages FT	75,818	59,309	77,983	77,983	2,165	2.9%	77,983	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
02433124	51200	WB- Sal/Wages PT	11,765	6,251	12,154	12,154	389	3.3%	12,154	1 PT Utilities Clerk 24 hrs/wk (50/50 split W&S)

Town of Exeter										
2021 Water Fund Budget										
Select Board Budget										
Version #3 Updated: 12/16/2020										
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget \$ Increase/-(Decrease)	2021 SB Budget vs. 2020 Budget %-Difference	2021 Default Budget	Explanation
02433124	51300	WB- Sal/Wages OT	306	230	306	306	-	0.0%	306	Allocations from GF
02433124	51400	WB - Longevity Pay	375	281	375	375	-	0.0%	375	Allocations from GF
		Salaries Total	88,264	66,071	90,818	90,818	2,554	2.9%	90,818	
02433124	52100	WB- Health Insurance	26,052	14,210	26,483	26,483	431	1.7%	26,483	Allocations from GF
02433124	52110	WB- Dental Insurance	1,828	1,230	1,828	1,828	-	0.0%	1,828	Allocations from GF
02433124	52120	WB- Life Insurance	101	105	101	101	-	0.0%	101	Allocations from GF
02433124	52130	WB - LTD Insurance	129	97	133	133	4	3.1%	133	Allocations from GF
02433124	52200	WB- FICA	5,472	3,995	5,631	5,631	158	2.9%	5,631	Based on wages: 6.2%
02433124	52210	WB- Medicare	1,280	934	1,317	1,317	37	2.9%	1,317	Based on wages: 1.45%
02433124	52300	WB- Retirement Town	8,545	6,678	9,939	9,939	1,394	16.3%	9,939	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
02433124	52600	WB- Workers Comp Insurance	1,102	1,102	1,220	1,220	118	10.7%	1,220	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	44,509	28,352	46,652	46,652	2,142	4.8%	46,652	
02433124	55200	WB- Supplies	3,750	2,247	3,750	3,750	-	0.0%	3,750	Water bill processing, ink cartridges, paper, letterhead, pens, etc
02433124	55224	WB- Postage	5,750	3,528	5,750	5,750	-	0.0%	5,750	Certified shut-off notices
02433124	55055	WB- Consulting Services	5,000	-	500	500	(4,500)	-90.0%	500	Allocation of actuarial costs for GASB compliance \$500
02433124	55014	WB- Audit Fees	8,500	8,500	9,000	9,000	500	5.9%	9,000	Audit fees for Melanson & Health
02433124	55213	WB- Phone Utilization	4,200	3,669	4,263	4,263	63	1.5%	4,263	12.5% allocation of IT phone utilization
02433124	55159	WB- Internet Services	1,155	-	2,565	2,565	1,410	122.1%	2,565	12.5% allocation of IT internet services (website)
02433124		WB- Email Filtering/Archiving	-	-	2,350	2,350	2,350		2,350	12.5% allocation of IT cost
02433124	55270	WB- Software Agreement	10,500	8,511	5,500	5,500	(5,000)	-47.6%	5,500	Utility Billing Software Maintenance Agreement
02433124	55308	WB- Travel Reimbursement	1,500	-	-	-	(1,500)	-100.0%	1,500	
02433124	55091	WB- Education/Training	6,425	-	-	-	(6,425)	-100.0%	6,425	
		General Expenses Total	46,780	26,455	33,678	33,678	(13,103)	-28.0%	41,603	
		<b>Water Billing Total</b>	<b>179,553</b>	<b>120,878</b>	<b>171,147</b>	<b>171,147</b>	<b>(8,406)</b>	<b>-4.7%</b>	<b>179,072</b>	<b>V</b>
<b>Distribution</b>										
02433222	51110	WD- Sal/Wages FT	210,258	180,908	215,727	215,727	5,469	2.6%	215,727	8 FT split 50/50 Water Distribution/Sewer Collection
02433222	51300	WD- Sal/Wages OT	21,000	21,905	21,000	21,000	-	0.0%	21,000	Avg OT rate = \$35/hr, 600 hours; for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
02433222	51310	WD- Sal/Wages Stand-By	3,640	3,220	3,640	3,640	-	0.0%	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
02433222	51400	WD- Longevity Pay	1,725	-	1,775	1,775	50	2.9%	1,775	4 FT per union contract, split 50/50 WD/SC
		Salaries Total	236,623	206,033	242,142	242,142	5,519	2.3%	242,142	
02433222	52100	WD- Health Insurance	68,863	53,730	78,918	78,918	10,055	14.6%	78,918	2.5% increase in the premium rate
02433222	52110	WD- Dental Insurance	4,036	3,615	4,715	4,715	679	16.8%	4,715	No change in the premium rate
02433222	52120	WD- Life Insurance	216	182	216	216	-	0.0%	216	No change in the premium rate
02433222	52200	WD- FICA	14,671	12,118	15,013	15,013	342	2.3%	15,013	Based on wages: 6.2%
02433222	52210	WD- Medicare	3,431	2,834	3,511	3,511	80	2.3%	3,511	Based on wages: 1.45%
02433222	52300	WD- Retirement Town	26,431	23,014	30,626	30,626	4,195	15.9%	30,626	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
02433222	52600	WD- Workers Comp Insurance	8,788	8,788	9,727	9,727	939	10.7%	9,727	Primex Actual Invoice (no holiday premium in 2021)

Town of Exeter										
2021 Water Fund Budget										
Select Board Budget										
Version #3 Updated: 12/16/2020										
Org	Object	Description	2020 Budget	2020 Actual Expenses as of 10/31/2020	2021 BRC Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget \$ Increase/-(Decrease)	2021 SB Budget vs. 2020 Budget %-Difference	2021 Default Budget	Explanation
		Benefits Total	126,435	104,281	142,725	142,725	16,290	12.9%	142,725	
02433222	55022	WD- Building Maintenance	8,000	3,708	8,000	8,000	-	0.0%	8,000	9 water pumping stations/wells; LLW ground floor slab rehab \$25k (BRC recommends adding to CIP)
02433222	55105	WD- Equipment Maintenance	7,000	1,836	7,000	7,000	-	0.0%	7,000	Pumps, generators, misc equipment
02433222	55252	WD- Road Repairs	10,000	9,709	10,000	10,000	-	0.0%	10,000	Trench patch, materials, crushing (replacing deteriorating service saddles); may use contractor
02433222	55319	WD- Vehicle Maintenance	10,000	5,933	9,000	9,000	(1,000)	-10.0%	9,000	15 vehicles/equipment, 4 trailers split 50/50 WD/SC; mower maintenance 2020 (\$1k)
02433222	55296	WD- System Maintenance	54,000	36,947	52,000	52,000	(2,000)	-3.7%	54,000	5 Hydrant assemblies, risers, service saddles, curbstops, pipe, valve boxes, other parts; \$1k automatic flushing hydrant
02433222	55059	WD- Tank Maintenance	158,723	119,042	158,723	158,723	-	0.0%	158,723	Tank maintenance & rehab programs - 1 MG Hampton Rd \$42,000/yr; 1.5 MG Epping Rd Tower \$116,723/yr
02433222	55173	WD- Licenses	800	633	800	800	-	0.0%	800	Distribution licenses exams/renewals \$50/ea
02433222	55190	WD- Mobile Communication	1,450	763	1,600	1,600	150	10.3%	1,600	4 MiFi's (50%); additional tablet 2020
02433222		WD- Fire Alarm Communication	1		1	1	-	0.0%	1	Pump station fire alarms; discussions & agreements pending
02433222	55134	WD- General Hand Tools	1,500	534	1,500	1,500	-	0.0%	1,500	Drills, bits, taps, dies, ratchet wrenches
02433222	55003	WD- Drug/Alcohol Testing	900	16	900	900	-	0.0%	900	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
02433222	55257	WD- Safety Equipment	3,500	2,974	4,000	4,000	500	14.3%	3,500	PPE incl hardhats, gloves, Tyvek suits, respirators
02433222	55314	WD- Uniforms	2,145	1,937	2,145	2,145	-	0.0%	2,145	Per union contract, 8 split 50/50 WD/SC
02433222	55136	WD- GIS Software	4,500	4,750	7,500	7,500	3,000	66.7%	7,500	Software revisions/maintenance; handheld and software agreement with TISales; new People GIS asset mngt modules
02433222	55188	WD- Metering & Back Flow	80,000	53,085	112,000	112,000	32,000	40.0%	80,000	Rebuild/replace meters to AWWA accuracy specifications, 503 meters >10 yrs old \$152K (3 year ramp up); brass meter parts \$15k; testing, repair & replace backflow devices \$8k, brass fittings
02433222	55235	WD- Pump Station & Towers	41,950	19,058	24,450	24,450	(17,500)	-41.7%	41,950	Pumps, I/O cards, check valve rebuilds, fuses/breakers; Gilman Well rehab deferred
02433222	55194	WD- Natural Gas	10,000	4,169	9,000	9,000	(1,000)	-10.0%	10,000	Heating/generator fuel; new generators at new well buildings
02433222	55092	WD- Electricity	70,000	55,763	70,000	70,000	-	0.0%	70,000	Water Pumping Stations and towers; 3 wells
02433222	55128	WD- Fuel	9,300	8,393	9,300	9,300	-	0.0%	9,300	Vehicles & equipment fuel
		General Expenses Total	473,769	329,248	487,919	487,919	14,150	3.0%	475,919	
		Water Distribution Total	836,826	639,562	872,786	872,786	35,959	4.3%	860,786	V
<b>Treatment</b>										
02433523	51110	WT- Sal/Wages FT	240,508	192,428	248,345	248,345	7,837	3.3%	248,345	1 FT WTP Ops Spr, 1 Snr Op, 2 WTP Ops
02433523	51300	WT- Sal/Wages OT	19,075	30,995	19,075	19,075	-	0.0%	19,075	
02433523	51310	WT- Sal/Wages Stand-By	7,280	6,140	7,280	7,280	-	0.0%	7,280	Pay for after hours on-call status, \$140/week per union contract
02433523	51400	WT- Longevity Pay	1,500	-	1,600	1,600	100	6.7%	1,600	2 FT per union contract

Town of Exeter										
2021 Water Fund Budget										
Select Board Budget										
Version #3 Updated: 12/16/2020										
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		Salaries Total	268,363	229,563	276,300	276,300	7,937	3.0%	276,300	
02433523	52100	WT- Health Insurance	97,527	81,988	99,375	99,375	1,848	1.9%	99,375	2.5% increase in the premium rate
02433523	52110	WT- Dental Insurance	6,750	5,185	6,750	6,750	-	0.0%	6,750	No change in the premium rate
02433523	52120	WT- Life Insurance	216	317	216	216	-	0.0%	216	No change in the premium rate
02433523	52200	WT- FICA	16,639	13,953	17,131	17,131	492	3.0%	17,131	Based on wages: 6.2%
02433523	52210	WT- Medicare	3,891	3,263	4,006	4,006	115	3.0%	4,006	Based on wages: 1.45%
02433523	52300	WT- Retirement Town	29,976	25,642	34,926	34,926	4,950	16.5%	34,926	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
02433523	52600	WT- Workers Comp Insurance	8,786	8,787	9,725	9,725	939	10.7%	9,725	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	163,785	139,135	172,129	172,129	8,344	5.1%	172,129	
02433523	55022	WT- Building Maintenance	12,000	10,017	12,000	12,000	-	0.0%	12,000	3 buildings @ SWTP & GWTP
02433523	55368	WT- Basin/Lagoon Cleaning	30,000	-	-	-	(30,000)	-100.0%	-	Included as a CIP/Separate warrant article
02433523	55105	WT- Equipment Maintenance	46,000	47,483	45,000	45,000	(1,000)	-2.2%	46,000	Repair pumps & blowers; replacement parts; chemical tubing; \$15k for Clearwell/CRT/River intake cleaning and inspection
02433523	55294	WT- Supplies Lab Equip	24,000	18,732	23,000	23,000	(1,000)	-4.2%	24,000	Safe Drinking Water Act compliance; chloramine testing reagents & field units; in-line instrumentation calibration
02433523	55055	WT- Consulting	5,000	4,200	5,000	5,000	-	0.0%	5,000	Chloramine nitrification action plan assistance; PFOA asst
02433523	55270	WT- Software Equip/Contracted Ser	5,000	2,600	10,000	10,000	5,000	100.0%	10,000	VT SCADA/telemetry support, hydraulic model H2O Map
02433523	55173	WT- Licenses	1,200	480	1,200	1,200	-	0.0%	1,200	Treatment licenses exams/renewals \$50/ea
02433523	55190	WT- Mobile Communication	3,600	792	2,600	2,600	(1,000)	-27.8%	2,600	WTP Operations Supervisor cellphone and WTP Ipad for SCADA
02433523	XXXX	WT- Fire Alarm Communication	1	-	1	1	-	0.0%	1	SWTP/GWTP fire alarms
02433523	55257	WT- Safety Equipment	1,500	-	1,500	1,500	-	0.0%	1,500	Boots, gloves, hard hats, eye & hearing protection
02433523	55314	WT- Uniforms	2,400	733	1,500	1,500	(900)	-37.5%	1,500	Per union contract, 3 emp
02433523	55271	WT- Software Services	7,000	7,250	10,000	10,000	3,000	42.9%	10,000	VT SCADA software maintenance service
02433523	55072	WT- Dam Registrations	3,000	-	3,000	3,000	-	0.0%	3,000	Annual NHDES fees/Reservoir & Pickpocket dams
02433523	55229	WT-Property Taxes	360	141	360	360	-	0.0%	360	Skinner Springs in Stratham (Pickpocket Dam in Brentwood now tax exempt); Pan Am charges for Summer St
02433523	55161	WT- Lab testing	33,500	15,276	30,000	30,000	(3,500)	-10.4%	33,500	Coliform bacteria, organic carbon, volatile & synthetic, quarterly PFOA/PFAS \$4,500; 30 Lead & Copper samples
02433523	55034	WT- Chemicals	105,000	91,908	131,000	131,000	26,000	24.8%	105,000	11 chemicals including ammonium sulfate for chloramines & greensand filters; New regulations require the addition of ferric chloride for arsenic precipitation.
02433523	55194	WT- Natural Gas	23,000	15,765	19,000	19,000	(4,000)	-17.4%	23,000	heating/generator fuel
02433523	55092	WT- Electricity	72,000	59,304	72,000	72,000	-	0.0%	72,000	Pumps, lights, etc
02433523	55128	WT- Fuel	1,860	612	1,860	1,860	-	0.0%	1,860	Water Treatment Plant truck
02433523	55211	WT- Phone Lease Alarms	4,945	5,742	4,945	4,945	-	0.0%	4,945	AT&T texting alarm services
		General Expenses Total	381,366	281,034	373,966	373,966	(7,400)	-1.9%	357,466	
		<b>Water Treatment Total</b>	<b>813,514</b>	<b>649,732</b>	<b>822,395</b>	<b>822,395</b>	<b>8,881</b>	<b>1.1%</b>	<b>805,895</b>	<b>V</b>
<b>Debt Service</b>										
02471125	58024	DS- Water Tank SRF	201,558	201,558	208,314	208,314	6,756	3.4%	208,314	2028 Final payment
02471125	58010	DS- Water Line- Main & Lincoln Sts	120,000	120,000	120,000	120,000	-	0.0%	120,000	2024 Final payment
02471125	58022	DS- Water Line Replacement- JH	153,700	153,700	151,050	151,050	(2,650)	-1.7%	151,050	2021 Final payment

Town of Exeter										
2021 Water Fund Budget										
Select Board Budget										
Version #3 Updated: 12/16/2020										
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02471125	58012	DS- Portsmouth Ave Waterline	15,268	15,268	15,268	15,268	-	0.0%	15,268	2023 Final payment
02471125	58015	DS-Water Meter Replacement	-	-	-	-	-	-	-	2019 Final payment
02471125	58023	DS- Lary Lane GWTP SRF	224,045	224,045	228,436	228,436	4,391	2.0%	228,436	2036 Final payment
02471125	58027	DS- Lincoln Street Phase #2	9,593	9,593	9,593	9,593	-	0.0%	9,593	2032 Final payment
02471125	58028	DS- Court Street Culvert	3,910	3,910	3,910	3,910	-	0.0%	3,910	2027 Final payment
02471125	58032	DS- Washington Street	55,000	55,000	55,000	55,000	-	0.0%	55,000	2028 Final payment
02471125	58035	DS- Salem St. Utility Design & Engin	29,538	29,538	27,692	27,692	(1,846)	-6.2%	27,692	2024 Final payment
02471125	58036	DS- Surface Water Plant TTHM Trea	84,000	88,241	88,241	88,241	4,241	5.0%	88,241	2034 Final payment
02471125		DS- Groundwater Sources			109,000	109,000	109,000		109,000	2025 Final payment
		Water Debt Service Principal Total	896,612	900,854	1,016,504	1,016,504	119,892	13.4%	1,016,504	
02472126	58524	DS- Water Tank SRF	69,188	69,188	62,432	62,432	(6,756)	-9.8%	62,432	2028 Final payment
02472126	58502	DS- Water Line- Main & Lincoln Sts	30,600	30,600	24,480	24,480	(6,120)	-20.0%	24,480	2024 Final payment
02472126	58521	DS- Water Line Replacement- JH	9,143	9,143	4,532	4,532	(4,611)	-50.4%	4,532	2021 Final payment
02472126	58504	DS- Portsmouth Ave Waterline	3,267	3,267	2,450	2,450	(817)	-25.0%	2,450	2023 Final payment
02472126	58507	DS-Water Meter Replacement	-	-	-	-	-	-	-	2019 Final payment
02472126	58522	DS- Lary Lane GWTP SRF	87,587	87,587	83,196	83,196	(4,391)	-5.0%	83,196	2036 Final payment
02472126	58525	DS- Lincoln Street Phase #2	5,977	5,977	5,487	5,487	(490)	-8.2%	5,487	2032 Final payment
02472126	58529	DS- Court Street Culvert	1,554	1,554	1,354	1,354	(200)	-12.9%	1,354	2027 Final payment
02472126	58531	DS- Washington Street	24,480	24,480	21,675	21,675	(2,805)	-11.5%	21,675	2028 Final payment
02472126	58535	DS- Salem St. Utility Design & Engin	7,593	7,593	5,414	5,414	(2,179)	-28.7%	5,414	2024 Final payment
02472126	58536	DS- Surface Water Plant TTHM Trea	28,649	12,196	8,458	8,458	(20,191)	-70.5%	8,458	2034 Final payment
02472126		DS- Groundwater Sources			27,204	27,204	27,204		27,204	2025 Final payment
		Water Debt Service Interest Total	268,038	251,585	246,682	246,682	(21,356)	-8.0%	246,682	
		<b>Debt Service Total</b>	<b>1,164,650</b>	<b>1,152,439</b>	<b>1,263,186</b>	<b>1,263,186</b>	<b>98,536</b>	<b>8.5%</b>	<b>1,263,186</b>	<b>V</b>
<b>Capital Outlay</b>										
02490027	55318	CO- Capital Outlay - Leases	17,031	1,716	15,329	15,329	(1,702)	-10.0%	15,329	See separate lease schedule
02490027	57009	CO- Capital Outlay - Vehicle	48,059	-	-	-	(48,059)	-100.0%	-	None for 2021
02490027	55361	CO- Capital Outlay - Land Acquisition/Purchase	1	-	1	1	-	0.0%	1	
02490027	57015	CO- Water System Capital	100,000	77,830	500,000	500,000	400,000	400.0%		Capital outlay needs for water facilities: SWTP VFD/Pump Repl \$85k, River Sta pump \$55k, Recoating metal surfaces in clearwell \$75k, LL rehab, SWTP Lagoon sludge removal
		<b>Capital Outlay Total</b>	<b>165,091</b>	<b>79,546</b>	<b>515,330</b>	<b>515,330</b>	<b>350,239</b>	<b>212.1%</b>	<b>15,330</b>	<b>V</b>
<b>Water Appropriations from Reserves</b>										
02490100	55378	WF- Approp from Reserves- Water Treatment Designs	-	-	-	-	-	-	-	
02490100	55378	WF- Approp from Reserves- Washington St	-	-	-	-	-	-	-	
		<b>Approp. from Reserves Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

<b>Town of Exeter</b>										
<b>2021 Water Fund Budget</b>										
<b>Select Board Budget</b>										
<b>Version #3 Updated: 12/16/2020</b>										
<b>Org</b>	<b>Object</b>	<b>Description</b>	<b>2020 Budget</b>	<b>2020 Actual Expenses as of 10/31/2020</b>	<b>2021 BRC Budget</b>	<b>2021 SB Budget</b>	<b>2021 SB Budget vs. 2020 Budget \$ Increase/-(Decrease)</b>	<b>2021 SB Budget vs. 2020 Budget %-Difference</b>	<b>2021 Default Budget</b>	<b>Explanation</b>
		<b>Water Fund Total</b>	<b>3,652,795</b>	<b>2,935,478</b>	<b>4,045,659</b>	<b>4,045,061</b>	<b>492,266</b>	<b>13.9%</b>	<b>3,529,026</b>	<b>V</b>
<b>WF -Warrant Articles</b>										
		Salem St. Area Utility Replacements			2,500,000	2,500,000	2,500,000			components)
		Groundwater Source Development	200,000		1,000,000	1,000,000	800,000	400.0%		CIP P#25 Well devel., testing, permitting, installation, etc.
		Hampton Road Booster Station					-			CIP P#23 Design
		SWTP Lagoon Cleaning			275,000	275,000	275,000			CIP P#26 Waste settling
		SWTP Upgrades			400,000	400,000	400,000			CIP P#27 Design and Engineering
		<b>Warrant Articles Total</b>	<b>200,000</b>	<b>-</b>	<b>4,175,000</b>	<b>4,175,000</b>	<b>3,975,000</b>	<b>1987.6%</b>	<b>-</b>	
		<b>Total Water Fund with WAR</b>	<b>3,752,795</b>	<b>2,935,478</b>	<b>8,220,659</b>	<b>8,220,061</b>	<b>4,467,266</b>	<b>119.0%</b>	<b>3,529,026</b>	



Town of Exeter									
2021 Sewer Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget % Difference	2021 SB Budget vs. 2021 BRC Budget \$ Increase/-(Decrease)	2021 SB Budget vs. 2021 Prellm Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
<b>SEWER FUND</b>									
<b>Administration</b>									
03432031	51110	SA- Sal/Wages FT	211,725	216,843	2.4%	-	-	216,843	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations (increase mostly due to change from Engineering Tech to Asst. Engineer)
03432031	51200	SA- Sal/Wages PT	3,145	3,104	-1.3%	-	-	3,104	GF allocation New PT HR Assistant
03432031	51210	SA- Sal/Wages Temp	3,500	3,500	0.0%	-	-	3,500	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	218,370	223,447	2.3%	-	-	223,447	
03432031	52100	SA- Health Insurance	45,142	49,574	9.8%	-	(1,248)	49,574	Allocations from GF
03432031	52110	SA- Dental Insurance	3,384	3,533	4.4%	-	303	3,533	Allocations from GF
03432031	52120	SA- Life Insurance	259	266	2.7%	-	(22)	266	Allocations from GF
03432031	52130	SA- LTD Insurance	520	532	2.3%	-	67	532	Allocations from GF
03432031	52140	SA- Health Insurance Buyout	2,828	2,214	-21.7%	(598)	(614)	2,214	Allocations from GF
03432031	52200	SA- FICA	13,539	13,854	2.3%	-	-	13,854	Based on wages: 6.2%
03432031	52210	SA- Medicare	3,166	3,240	2.3%	-	-	3,240	Based on wages: 1.45%
03432031	52300	SA- Retirement Town	23,650	26,780	13.2%	-	-	26,780	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432031	52600	SA- Workers Comp Insurance	4,729	5,234	10.7%	-	505	5,234	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	97,217	105,227	8.2%	(598)	(1,009)	105,227	
03432031	55293	SA- Supplies	4,000	4,000	0.0%	-	-	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% supplies/maint. multi-function plotter
03432031	55224	SA- Postage	2,000	2,000	0.0%	-	-	2,000	Postage allocation, IPP notices and MOR reports
03432031	55055	SA- Consulting Services	12,000	32,000	166.7%	-	-	12,000	WW lagoon groundwater discharge permit; PFAS/PFOA; trunk lines capacity evaluation \$20k
03432031	55124	SA- Fleet Insurance	662	728	10.0%	-	66	728	Primex Actual Invoice (no holiday premium in 2021)
03432031	55228	SA- Property Insurance	68,824	75,713	10.0%	-	6,889	75,713	Primex Actual Invoice (no holiday premium in 2021)
03432031	55158	SA-Insurance Reimbursed Repairs	1,000	1	-99.9%	-	(999)	1	Damage repairs on insurance claims
03432031	55170	SA- Legal Expense	5,000	5,000	0.0%	-	-	5,000	Legal expenses related to EPA permit issues
03432031	55190	SA- Mobile Communications	800	800	0.0%	-	-	800	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
03432031	55002	SA- Advertising	500	500	0.0%	-	-	500	Bid packages, requests for proposals
03432031	55257	SA- Safety Equipment	-	-	-	-	-	-	DOL & OSHA standards, asbestos pipe, confined space equip. maint (moved to SC & ST)
03432031	55050	SA- Conf Rooms/Meals	2,640	1	-100.0%	-	1	2,640	Annual national conference (forego 2021)
03432031	55091	SA- Education/Training	4,500	4,500	0.0%	-	-	4,500	Wastewater treatment and collections training
		General Expenses Total	101,926	125,243	22.9%	-	5,957	107,882	
		<b>Administration Total</b>	<b>417,513</b>	<b>453,917</b>	<b>8.7%</b>	<b>(598)</b>	<b>4,948</b>	<b>436,556</b>	<b>V</b>

Town of Exeter									
2021 Sewer Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget % Difference	2021 SB Budget vs. 2021 BRC Budget \$ Increase/-(Decrease)	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
<b>Billing</b>									
03432134	51110	SB- Sal/Wages FT	75,818	77,983	2.9%	-	-	77,983	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
									1 PT Utilities Clerk 24 hrs/wk (from 16 hrs/wk PRYR) (50/50 split W&S)
03432134	51200	SB- Sal/Wages PT	11,765	12,154	3.3%	-	-	12,154	
03432134	51300	SB- Sal/Wages OT	306	306	0.0%	-	-	306	Allocations from GF
03432134	51400	SB- Longevity Pay	375	375	0.0%	-	-	375	Allocations from GF
		Salaries Total	88,264	90,818	2.9%	-	-	90,818	
03432134	52100	SB- Health Insurance	26,052	26,483	1.7%	-	(1,896)	26,483	Allocations from GF
03432134	52110	SB- Dental Insurance	1,828	1,828	0.0%	-	-	1,828	Allocations from GF
03432134	52120	SB- Life Insurance	101	101	0.0%	-	(18)	101	Allocations from GF
03432134	52130	SB - LTD Insurance	129	133	3.1%	-	4	133	Allocations from GF
03432134	52200	SB- FICA	5,472	5,631	2.9%	-	-	5,631	Based on wages: 6.2%
03432134	52210	SB- Medicare	1,280	1,317	2.9%	-	-	1,317	Based on wages: 1.45%
03432134	52300	SB- Retirement Town	8,545	9,939	16.3%	-	-	9,939	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432134	52600	SB- Workers Comp Insurance	1,102	1,220	10.7%	-	118	1,220	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	44,509	46,652	4.8%	-	(1,792)	46,652	
03432134	55200	SB- Supplies	3,750	3,750	0.0%	-	-	3,750	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
03432134	55224	SB- Postage	2,500	2,500	0.0%	-	-	2,500	Postage for sewer bills
03432134	55055	SB- Consulting Services	5,000	500	-90.0%	-	(4,500)	5,000	Allocation of actuarial costs for GASB compliance \$500
03432134	55014	SB- Audit Fees	8,500	9,000	5.9%	-	-	9,000	Audit Fees for Melanson & Health
03432134	55213	SB- Phone Utilization	4,200	4,263	1.5%	-	-	4,263	12.5% allocation of IT phone utilization
03432134	55247	SB- Registry of Deeds	25	25	0.0%	-	-	25	Sewer Lien Releases
03432134	55159	SB- Internet Services	1,155	2,565	122.1%	-	-	2,565	12.5% allocation of IT internet services (website)
03432134		SB- Email Filtering/Archiving		2,350		-	-		12.5% allocation of IT cost
03432134	55270	SB- Software Agreement	10,500	5,500	-47.6%	-	-	5,500	Utility Billing Software Maintenance Agreement
03432134	55308	SB- Travel Reimbursement	1,500	-	-100.0%	-	-	1,500	
03432134	55091	SB- Education & Training	6,425	-	-100.0%	-	-	6,425	
		General Expenses Total	43,555	30,453	-30.1%	-	(4,500)	40,528	
		<b>Sewer Billing Total</b>	<b>176,328</b>	<b>167,922</b>	<b>-4.8%</b>	<b>-</b>	<b>(6,292)</b>	<b>177,997</b>	<b>V</b>

Town of Exeter									
2021 Sewer Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
Org	Object	Description	2020 Budget	2021 SB Budget	2021 SB Budget vs. 2020 Budget % Difference	2021 SB Budget vs. 2021 BRC Budget \$ Increase/-(Decrease)	2021 SB Budget vs. 2021 Prelim Budget \$ Increase/-(Decrease)	2021 Default Budget	Explanation
<b>Collection</b>									
03432532	51110	SC- Sal/Wages FT	210,258	215,727	2.6%	-	-	215,727	8 FT split 50/50 WD/SC
03432532	51300	SC- Sal/Wages OT	21,000	21,000	0.0%	-	-	21,000	WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
03432532	51310	SC- Sal/Wages Stand-By	3,640	3,640	0.0%	-	-	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
03432532	51400	SC- Longevity Pay	1,725	1,775	2.9%	-	-	1,775	8 FT per union-contract split 50/50 WD/SC
		<b>Salaries Total</b>	<b>236,623</b>	<b>242,142</b>	<b>2.3%</b>	<b>-</b>	<b>-</b>	<b>242,142</b>	
03432532	52100	SC-Health Insurance	68,863	78,918	14.6%	-	(10,986)	78,918	2.5% increase in the premium rate
03432532	52110	SC- Dental Insurance	4,036	4,715	16.8%	-	1	4,715	No change in the premium rate
03432532	52120	SC- Life Insurance	216	216	0.0%	-	(54)	216	No change in the premium rate
03432532	52200	SC- FICA	14,671	15,013	2.3%	-	-	15,013	Based on wages: 6.2%
03432532	52210	SC- Medicare	3,431	3,511	2.3%	-	-	3,511	Based on wages: 1.45%
03432532	52300	SC- Retirement Town	26,431	30,626	15.9%	-	-	30,626	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432532	52600	SC- Workers Comp Ins	8,787	9,725	10.7%	-	938	9,725	Primex Actual Invoice (no holiday premium in 2021)
		<b>Benefits Total</b>	<b>126,434</b>	<b>142,723</b>	<b>12.9%</b>	<b>-</b>	<b>(10,101)</b>	<b>142,723</b>	
03432532	55022	SC- Building Maintenance	10,000	10,000	0.0%	-	-	10,000	10 pumping stations
03432532	55105	SC- Equipment Maintenance	5,000	5,000	0.0%	-	-	5,000	consumables; repairs; cutting heads
03432532	55252	SC- Road Repairs	5,000	5,000	0.0%	-	-	5,000	Sewer trench paving; compaction test requirements, service repairs at mains
03432532	55153	SC- I/I Abatement	20,000	20,000	0.0%	-	-	20,000	Reclassified from Capital Outlay - maintenance item Catch Basin removal, smoke & dye testing
03432532	55369	SC- Pipe Relining	40,000	40,000	0.0%	-	-	40,000	Relining vitrified clay, RCP
03432532	55319	SC- Vehicle Maintenance	10,000	9,000	-10.0%	-	-	10,000	10 vehicles, 3 trailers, split 50/50 with water dist
03432532	55140	SC- Grit Removal	2,500	2,500	0.0%	-	-	2,500	Transport of gravel, sand, etc. to Waste Management from WWTP
03432532	55543	SC- CSO Monitoring	13,500	13,500	0.0%	-	(75,000)	13,500	Maintenance fee for Combined Sewer Overflow (CSO) \$13.5K for monitoring; CSO outfall dredging (Clemson Pond) \$75k - reclass to capital outly by BRC
03432532	55179	SC- Manhole Maintenance	69,600	69,600	0.0%	-	-	69,600	Manholes, piping & service repairs
03432532	55236	SC- Pump & Control Maintenance	49,450	49,450	0.0%	-	-	49,450	Maintain 22 sewer pumps; wear rings, impellers, shaft couplings, seals
03432532	55173	SC- Licenses	1,000	1,000	0.0%	-	-	1,000	19 certifications for 16 individuals in sewer collection; 1/2 master electrician (due in Nov)
03432532	55190	SC- Mobile Communications	1,450	1,600	10.3%	-	-	1,600	4 MiFi's (50%)
03432532	55003	SC- Drug/Alcohol Testing	800	500	-37.5%	-	(300)	500	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires

Town of Exeter									
2021 Sewer Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
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03432532		SC- Fire Alarm Communication	1	1	0.0%	-	-	1	Pump Station fire alarms
03432532	55257	SC- Safety Equipment	2,250	2,500	11.1%	-	-	2,500	PPE & tools for new asbestos pipe OSHA standards, confined space equip. maint.
03432532	55314	SC- Uniforms	2,145	2,145	0.0%	-	-	2,145	7 split 50/50 WD/SC
03432532	55136	SC- GIS Software	4,500	7,500	66.7%	-	-	7,500	Software revisions/maintenance; handheld and software agreement with TiSales; new asset mngt modules
03432532	55260	SC- SCADA Software	3,000	3,000	0.0%	-	-	3,000	Software annual maintenance; I/O cards
03432532	55301	SC- Tools	2,500	2,500	0.0%	-	-	2,500	Sewer augers, CCTV parts
03432532	55194	SC- Natural Gas	11,150	11,150	0.0%	-	-	11,150	Heat & generator fuel
03432532	55092	SC- Electricity	82,000	82,000	0.0%	-	-	82,000	Heat, lights, pumps, etc. (new power for MPS grinder pump)
03432532	55128	SC- Fuel	9,300	9,300	0.0%	-	-	9,300	Diesel, propane, gasoline for vehicles, equipment and pumping stations
		General Expenses Total	345,146	347,246	0.6%	-	(75,300)	348,246	
		Collection Total	708,202	732,111	3.4%	-	(85,401)	733,111	V

Town of Exeter									
2021 Sewer Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
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<b>Treatment</b>									
03432633	51110	ST- Sal/Wages FT	255,439	269,641	5.6%	-	-	269,641	5 FT: 3 Operators, 1 Sr Operator, 1 Chief Operator (8 Mos)
03432633	51300	ST- Sal/Wages OT	19,000	19,000	0.0%	-	-	19,000	average OT rate = \$36.95/hr, 514 hours
03432633	51310	ST- Sal/Wages Stand-By	7,280	7,280	0.0%	-	-	7,280	After hours on-call status, \$140/wk per union contract
03432633	51350	ST- Sal/Wages Storm Related FEMA OT	1	1	0.0%	-	-	1	Expenses related to declared emergencies
03432633	51400	ST- Longevity Pay	700	750	7.1%	-	-	750	1 FT per union contract
		Salaries Total	282,420	296,672	5.0%	-	-	296,672	
03432633	52100	ST- Health Insurance	122,421	125,845	2.8%	-	3,424	125,845	2.5% increase in the premium rate
03432633	52110	ST- Dental Insurance	8,650	7,800	-9.8%	-	-	7,800	No change in the premium rate
03432633	52120	ST- Life Insurance	270	270	0.0%	-	(108)	270	No change in the premium rate
03432633	52200	ST- FICA	17,510	18,394	5.0%	-	-	18,394	Based on wages: 6.2%
03432633	52210	ST- Medicare	4,095	4,302	5.0%	-	-	4,302	Based on wages: 1.45%
03432633	52300	ST- Retirement Town	31,546	37,494	18.9%	-	-	37,494	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432633	52600	ST- Workers Comp Insurance	8,787	9,727	10.7%	-	940	9,727	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	193,279	203,831	5.5%	-	4,256	203,831	
03432633	55022	ST- Building Maintenance	10,500	10,500	0.0%	-	-	10,500	3 high exposure buildings; 6 new buildings & 4 large process tanks
03432633	55105	ST- Equipment Maintenance	50,000	75,000	50.0%	-	-	50,000	Chem feed pumps, flow meters, motorized valves, aerators; new centrifuges (2), RAS/WAS pumps (6), UV Bulbs & Ballasts (\$5k); DO, ORP & TN probes replacement (\$20k)
03432633	55337	ST- Weed Control	3,000	4,500	50.0%	-	-	3,000	Invasive species control in lagoons from 2x to 3x/yr
03432633	55204	ST- Outfall Dredging	6,500	6,500	0.0%	-	-	6,500	biennial inspection & cleaning if needed
03432633	55154	ST- Industrial Pre-treat	15,000	12,000	-20.0%	-	(3,000)	15,000	Covid is limiting site visits. 5 significant industrial permits with monitoring
03432633	55220	ST- Pond/Lagoon Maintenance	2,500	2,500	0.0%	-	-	2,500	Inter-lagoon sluice gates/piping, weirs, etc.
03432633	55173	ST- Licenses	1,200	1,200	0.0%	-	-	1,200	Required training for licensing; professional development; master electrician 15 hr training
03432633	55190	ST- Mobile Communications	3,000	3,000	0.0%	-	-	3,000	WWTP operators' 1 MiFi for SCADA backup
03432633		ST- Alarm Communications	1	1	0.0%	-	-	1	WWTF fire alarms and SCADA alarms
03432633	55003	ST- Drug/Alcohol Testing	500	500	0.0%	-	-	500	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
03432633	55257	ST- Safety Equipment	2,500	3,500	40.0%	-	-	2,500	PPE, gas monitors, Tyvek suits, gloves, confined space equip. maint.
03432633	55314	ST- Uniforms	3,375	3,375	0.0%	-	-	3,375	uniforms for 5 operators

Town of Exeter									
2021 Sewer Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
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03432633	55260	ST- SCADA Software/Hardware	5,000	5,000	0.0%	-	-	5,000	Software revisions/annual maintenance
03432633	55072	ST- Dam Registration	1,500	1,500	0.0%	-	-	1,500	Annual NHDES dam fees for WWTP and Clemson Pond lagoons
03432633	55161	ST- Lab Testing	60,000	46,000	-23.3%	-	-	60,000	CSO testing, NPDES nitrogen testing, EPA effluent testing, groundwater monitor report, Great Bay & river monitoring from \$32K to \$18k & TN annual report
03432633	55034	ST- Chemicals	100,000	100,000	0.0%	-	-	100,000	polymer, magnesium hydroxide & supplemental carbon
03432633	55373	ST- Solids Handling	336,000	280,000	-16.7%	-	-	336,000	Biweekly centrifuge solids generation & weekly disposal at Turnkey
03432633	55194	ST- Natural Gas	22,000	20,000	-9.1%	-	-	22,000	Building heat
03432633	55092	ST- Electricity	312,000	250,000	-19.9%	-	-	312,000	Aerators, lights, recirc. & chem feed pumps
03432633	55128	ST- Fuel	4,200	3,800	-14.3%	-	-	4,200	2 vehicles
03432633	55131	ST- Gas Monitoring	1,000	1,000	0.0%	-	-	1,000	Hydrogen sulfide monitoring
		General Expenses Total	939,776	829,676	-11.7%	-	(3,000)	939,776	
		<b>Sewer Treatment Total</b>	<b>1,415,476</b>	<b>1,330,179</b>	<b>-6.0%</b>	<b>-</b>	<b>1,256</b>	<b>1,440,279</b>	<b>V</b>
<b>Debt Service</b>									
03471135	58020	Sewer Line Replacement	101,500	99,750	-1.7%	-	-	99,750	2021 Final payment
03471135	58021	Wastewater Facilities Design	-	-	-	-	-	-	2019 Final payment
03471135	58009	Jady Hill Phase II	130,000	130,000	0.0%	-	-	130,000	2032 Final payment
03471135	58013	Portsmouth Av Sewerline	79,732	79,732	0.0%	-	-	79,732	2023 Final payment
03471135	58011	Sewerline Lincoln & Main Sts	20,000	15,000	-25.0%	-	-	15,000	2024 Final payment
03471135	58025	Lincoln Street Ph#2	53,219	53,219	0.0%	-	-	53,219	2032 Final payment
03471135	58035	Salem St. Utility Design & Engin	28,554	26,769	-6.3%	-	-	26,769	2024 Final payment
03471135	58033	Wastewater Treatment Plant	2,666,533	2,642,940	-0.9%	(22,566)	(22,566)	2,642,940	2039 Final payment STATE ESTIMATE dated 12/4/2020
		Sewer Debt Service Principal Total	3,079,538	3,047,410	-1.0%	(22,566)	(22,566)	3,047,410	
03472136	58511	Sewer Line Replacement	6,038	2,993	-50.4%	-	-	2,993	2021 Final payment
03472136	58523	WW Facilities Design	-	-	-	-	-	-	2019 Final payment
03472136	58520	Jady Hill Phase II	61,150	55,950	-8.5%	-	-	55,950	2032 Final payment
03472136	58505	Portsmouth Ave Sewerlins	17,063	12,797	-25.0%	-	-	12,797	2023 Final payment
03472136	58503	Sewerline Lincoln & Main Sts	4,080	3,060	-25.0%	-	-	3,060	2024 Final payment
03472136	58526	Lincoln Street Ph#2	33,156	30,441	-8.2%	-	-	30,441	2032 Final payment
03472136	58535	Salem St. Utility Design & Engin	7,340	5,233	-28.7%	-	-	5,233	2024 Final payment
03472136	58533	Wastewater Treatment Plant	1,640,631	948,897	-42.2%	(10,685)	(10,685)	948,897	2039 Final payment STATE ESTIMATE dated 12/4/2020
		Sewer Debt Service Interest Total	1,769,458	1,059,371	-40.1%	(10,685)	(10,685)	1,059,371	
		<b>Debt Service Total</b>	<b>4,848,995</b>	<b>4,106,782</b>	<b>-15.3%</b>	<b>(33,250)</b>	<b>(33,250)</b>	<b>4,106,782</b>	<b>V</b>

Town of Exeter									
2021 Sewer Fund Budget									
Select Board Budget									
Version #3 Updated: 12/16/2020									
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<b>Capital Outlay</b>									
03490237	57010	CO- Capital Outlay - Leases	17,030	15,329	-10.0%	-	-	15,329	See separate Lease schedule
03490237	55361	CO- Capital Outlay - Land Acquisition/Purchase		1		-	-	1	
03490237	57017	CO- Capital Outlay- WWTP	30,000	200,000	566.7%	-	90,000		Replace 15 year old sewer inspection camera \$80k; WWTF flume epoxy coating \$30k, Clemson Pond Dredge \$ 75K
03490237	57009	CO- Capital Outlay - Vehicle	73,060	-	-100.0%	-	-	-	None for 2021
03490237		CO- Lagoon Sludge Removal	1	1	0.0%	-	-	1	CIP
		<b>Capital Outlay Total</b>	<b>120,091</b>	<b>215,331</b>	<b>79.3%</b>	<b>-</b>	<b>90,000</b>	<b>15,331</b>	<b>V</b>
<b>Sewer Appropriations from Reserves</b>									
		Approp from Reserves- Belmont St				-	-		
		<b>Sewer Appropriations from Reserves Total</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	
		<b>Sewer Fund Total</b>	<b>7,686,605</b>	<b>7,006,241</b>	<b>-8.9%</b>	<b>(33,848)</b>	<b>(28,739)</b>	<b>6,910,055</b>	<b>V</b>
<b>Warrant Articles/Other</b>									
		Westside Drive Design/Engineering	100,000		(1)	-	-		There will be a \$75K State Grant
		Squamscott River Sewer Siphons	1,600,000		(1)	-	-		CIP P#29 , Potential 10% forgiveness on SRF loan
		Folsom Street Pump Station Rehabilitation	150,000		(1)	-	-		CIP P#27 - work to be done in house
		Salem St. Area Utility Replacements		1,590,000		-	(320,000)		CIP P#19 Sewer drain lines replacement (General & Water Fund components)
		Lagoon Sludge Removal		2,600,000		-	-		CIP P#30
		<b>Warrant Articles Total</b>	<b>1,850,000</b>	<b>4,190,000</b>	<b>126.5%</b>	<b>-</b>	<b>(320,000)</b>		
		<b>Total Sewer Fund with WAR</b>	<b>9,536,605</b>	<b>11,196,241</b>	<b>17.4%</b>	<b>(33,848)</b>	<b>(348,739)</b>	<b>6,910,055</b>	

Town of Exeter						
Budget 2021						
Public Works Maintenance-Town Buildings						
Version #3 Updated: 12/16/2020						
Org	Object	Description	2020 Budget	2021 SB Budget	2021 Default Budget	Explanation
<b>Recreation Center</b>						
01419407	55022	Parks& Rec- Building Maintenance	6,000	6,000	6,000	Pool House, Court St bldg & garage
01419407	55092	Parks & Rec- Electricity	12,000	12,000	12,000	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unutil
01419407	55194	Parks & Rec- Natural Gas	8,000	6,300	6,300	Natural Gas for Rec Center
01419407	55326	Parks & Rec-Water/Sewer Bills	4,500	4,500	4,500	Pool House, Court St bldg & garage, Town Hse Common
		General Expenses Total	30,500	28,800	28,800	
		<b>Recreation Center Total</b>	<b>30,500</b>	<b>28,800</b>	<b>28,800</b>	
<b>Town Hall</b>						
01419408	55022	Town Hall- Building Maintenance	10,000	10,000	10,000	Restrooms, heating system, lighting, doors, locks
01419408	55092	Town Hall- Electricity	8,500	8,500	8,500	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unutil; LED retrofits payback
01419408	55194	Town Hall- Natural Gas	18,000	12,000	12,000	
01419408	55326	Town Hall- Water/Sewer Bills	810	810	810	Water & Sewer for Town Hall, combined 35% rate increase for 2020
		General Expenses Total	37,310	31,310	31,310	
		<b>Town Hall Total</b>	<b>37,310</b>	<b>31,310</b>	<b>31,310</b>	
<b>Town Office</b>						
01419409	55022	Town Office- Building Maintenance	12,000	12,000	12,000	HVAC, fans, lighting, carpet cleaning, electrical circuits, doors, locks, office configs
01419409	55092	Town Office- Electricity	16,000	16,000	16,000	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unutil
01419409	55194	Town Office- Natural Gas	9,000	6,000	7,000	
01419409	55326	Town Office- Water/Sewer Bills	1,150	1,150	1,150	Water & Sewer for Town Office
		General Expenses Total	38,150	35,150	36,150	
		<b>Town Office Total</b>	<b>38,150</b>	<b>35,150</b>	<b>36,150</b>	
<b>Senior Center</b>						
01419410	55022	Sr Center -Building Maintenance	4,000	4,000	4,000	Heating system, air conditioners, lighting, plumbing & electrical
01419410	55092	Sr Center- Electricity	5,000	5,000	5,000	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unutil
01419410	55194	Sr Center - Natural Gas	4,200	4,200	4,200	
01419410	55326	Sr Center- Water/Sewer Bills	1,010	1,010	1,010	Water & Sewer for Senior Center
		General Expenses Total	14,210	14,210	14,210	
		<b>Senior Center Total</b>	<b>14,210</b>	<b>14,210</b>	<b>14,210</b>	
<b>Safety Complex</b>						
01419411	55022	SC- Building Maintenance	12,000	12,000	12,000	HVAC, vehicle exhaust, lighting, carpeting, electrical, plumbing, 10 - 12' high overhead doors, 24/7 operation
01419411	55092	SC- Electricity	42,000	40,000	42,000	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unutil
01419411	55194	SC- Natural Gas	12,000	13,000	12,000	Natural Gas for Safety Complex; solar domestic hot water
01419411	55326	SC- Water/Sewer Bills	7,400	7,400	7,400	Water & Sewer for Safety Complex
		General Expenses Total	73,400	72,400	73,400	
		<b>Safety Complex Total</b>	<b>73,400</b>	<b>72,400</b>	<b>73,400</b>	



Town of Exeter						
Budget 2021						
Public Works Maintenance-Town Buildings						
Version #3 Updated: 12/16/2020						
Org	Object	Description	2020 Budget	2021 SB Budget	2021 Default Budget	Explanation
<b>DPW Complex</b>						
01419412	55022	DPW Complex- Building Maintenance	12,000	12,000	12,000	HVAC, unit heaters, lighting, electrical, 16 - 12' overhead doors, waste oil furnace, well pump, wash bay, admin building, hwy/maint garages, salt barn
01419412	55092	DPW Complex- Electricity	17,000	15,000	17,000	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unitil
01419412	55194	DPW Complex Natural Gas	18,500	18,500	18,500	Natural Gas for DPW Complex
01419412	55326	DPW Complex- Water/Sewer Bills	2,700	2,000	2,700	Water & Sewer (connected to Town water in 2019)
		General Expenses Total	50,200	47,500	50,200	
		<b>DPW Complex Total</b>	<b>50,200</b>	<b>47,500</b>	<b>50,200</b>	
<b>Train Station</b>						
01419413	55092	Train Station-Electricity	6,000	9,000	6,000	Supply- UMG fixed price contract expires 11/30/21;
01419413	55293	Train Station- Supplies	3,800	3,800	3,800	Light fixtures, ice melt, electrical breakers, signage
01419413	55326	Train Station- Water/Sewer Bills	135	135	135	Water for Train Station (seasonal)
01419413	55546	Train Station- Liability Insurance	22,069	23,790	22,069	Platform Lease Liability for Train Station (from GG Liability Ins.)
		General Expenses Total	32,004	36,725	32,004	
01419413	55305	Train Station- Platform Lease	3,400	3,400	3,400	Platform Lease for Train Station
		Capital Outlay Total	3,400	3,400	3,400	
		<b>Train Station Total</b>	<b>35,404</b>	<b>40,125</b>	<b>35,404</b>	
<b>Swasey Parkway</b>						
01458908	51200	SP- Swasey Pkwy Sal/Wages PT				
01458908	52200	SP- Swasey Pkwy -FICA				
01458908	52210	SPSwasey Pkwy-Medicare				
01458908	55092	SP- Swasey Pkwy- Electricity	950	950	950	Electricity
01458908	55295	SP- Swasey Pkwy Maintenance	10,000	10,000	10,000	Mowing and maintenance
		<b>Swasey Parkway Total</b>	<b>10,950</b>	<b>10,950</b>	<b>10,950</b>	
<b>Other Town Structures</b>						
01419414	55015	OTS-Bandstand Maintenance	1,000	1,000	1,000	Historic icon, specialty lighting
01419414	55092	OTS-Electricity-Other Town Bldgs	1,500	1,500	1,500	Supply- UMG fixed price contract expires 11/30/21; Delivery- Unitil up 15%; Powderhouse, Bandstand, Raynes Barn, String Bridge
01419414	55147	OTS-Historical Society Bldg Maintenance	4,000	3,000	4,000	heating system, air conditioner, lighting, electrical, plumbing, interior repairs
01419414	55225	OTS-Powder House Maintenance	1,000	1,000	1,000	ground and exterior lighting fixtures, flag, pole (subject to vandalism)
01419414	55268	OTS-Simpson Estate Maintenance	1,000	1,000	1,000	major maintenance of occupied home
01419414	55372	OTS-Raynes Barn Building Maintenance	500	500	500	Maintenance - Transferred from Con Comm
		General Expenses Total	9,000	8,000	9,000	
		<b>Other Town Structures Total</b>	<b>9,000</b>	<b>8,000</b>	<b>9,000</b>	
01419406	55177	PM- Maintenance Projects	100,000	100,000	100,000	
		<b>Total Maintenance Projects</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	
01419414	55549	Covid-19 Building Expenses		5,000		Covid-19 for Town Buildings
		<b>Total Covid-19 Building Expenses</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	
		<b>Town Buildings/Maintenance Total</b>	<b>399,124</b>	<b>393,445</b>	<b>389,424</b>	

Town of Exeter  
 Leases/Vehicles  
 2021 Select Board Budget

<u>General Fund</u>			Prelim		
<u>Obj</u>	<u>Object</u>	<u>Leases</u>	<u>Amount</u>	<u>BRC</u>	<u>SB</u>
01419416	57005	GG- CO - Leases	110,488	110,488	110,488
			23,354	23,354	23,354
			34,978	34,978	34,978
			77,949	77,949	77,949
			40,845	40,845	40,845
			3,000	3,000	3,000
		<b>Total GF Leases</b>	<b>290,615</b>	<b>290,615</b>	<b>290,615</b>
					Ladder Truck, Lease ends 2021
					Backhoe , Lease ends 2022
					Dump Truck, Lease ends 2021
					E-One Pumper Fire Truck, Lease ends 2024
					Highway Loader, Lease ends 2022
					Patrol Motorcycle
		<b>Vehicle Purchases</b>			
01419418	57012	GG- CO - Vehicles	96,000	96,000	96,000
			10,000	10,000	10,000
		<b>Total GF Vehicle purchases</b>	<b>106,000</b>	<b>106,000</b>	<b>106,000</b>
					2 Hybrid Interceptors for Patrol car replacements
					Vehicle/Equipment Audit
		<b>Total GF</b>	<b>396,615</b>	<b>396,615</b>	<b>396,615</b>

<u>Water Fund</u>					
<u>Obj</u>	<u>Object</u>	<u>Vehicle Purchases</u>			
02490027	55318	WF- CO - Leases	15,329	15,329	15,329
		<b>Total WF Leases</b>	<b>15,329</b>	<b>15,329</b>	<b>15,329</b>
					Hook Lift Truck, Lease ends 2023
02490027	57009	WF-CO- Capital Outlay - Vehicle			
		<b>Total WF Vehicle purchases</b>	<b>-</b>	<b>-</b>	<b>-</b>
					None for 2021
		<b>Total WF</b>	<b>15,329</b>	<b>15,329</b>	<b>15,329</b>

<u>Sewer Fund</u>					
<u>Obj</u>	<u>Object</u>	<u>Leases</u>			
03490237	57010	SF- CO - Leases	15,329	15,329	15,329
		<b>Total SF Leases</b>	<b>15,329</b>	<b>15,329</b>	<b>15,329</b>
					Hook Lift Truck, Lease ends 2023
03490237	57009	SF-CO- Capital Outlay - Vehicle			
		<b>Total SF Vehicle purchases</b>	<b>-</b>	<b>-</b>	<b>-</b>
					None for 2021
		<b>Total SF</b>	<b>15,329</b>	<b>15,329</b>	<b>15,329</b>

## COVID 19 Updates

## COVID-19 Emergency Relief Package – Detailed Summary of New Legislation

### Health Care Authorizations

This bill puts a permanent end to surprise medical billing, finally providing patients with a critical new consumer protection. The bill also includes a 3 year extension of numerous public health programs, including funding for Community Health Centers, the Special Diabetes Program, addresses the Medicaid DSH cuts, the Certified Community Behavioral Health Center program and more.

Additionally, the bill gradually eliminates Medicare copays for certain colorectal cancer screening tests, restores Medicaid coverage to COFA migrants, provides the first expansion of the Medicare GME program in more than 20 years, improves Medicare enrollment processes and eliminates coverage gaps for Medicare beneficiaries, provides new mental health parity requirements, and expands access to rural health care and mental health telehealth services.

### Unemployment Insurance - \$120 Billion

In this relief bill, there is \$120 billion in additional federal funding for struggling workers nationwide by extending the historic unemployment insurance expansion established by the CARES Act, through March 14, 2021. Specifically, this bill:

- Provides enhanced unemployment insurance benefits through the **Federal Pandemic Unemployment Compensation (FPUC)** program. It provides an additional \$300 per week to supplement all state and federal unemployment benefits, starting after December 26, 2020 and ending March 14, 2021.
- Extends the **Pandemic Unemployment Assistance (PUA)** program, which provides continued unemployment assistance to the self-employed, freelancers, gig workers, part-time workers and other individuals in non-traditional employment. It also increases the number of weeks of PUA benefits an individual may claim, from 39 to 50.
- Extends the **Pandemic Emergency Unemployment Compensation (PEUC)** program, providing additional weeks of federally-funded benefits to workers who have exhausted their regular state unemployment benefits. It also increase the weeks of PEUC benefits an individual may claim, from 13 to 24.
- Provides full federal financing of state **work share programs**, allowing employers to avoid layoffs during the downturn by connecting their employees who are working reduced hours with partial unemployment compensation, through March 14, 2021.

### Direct Payments - \$166 Billion

This legislation, provides an additional round of Economic Impact Payments, delivering \$166 billion in critical financial support in the form of one-time direct payments of \$600 for individuals making up to \$75,000 and \$1,200 for couples making up to \$150,000, as well as an extra \$600 per eligible child dependent. Importantly, it also includes a provision, which is retroactive to the CARES Act, to expand these direct payments to mixed-status households, ensuring that millions of immigrant families across the U.S. get access to this relief. Notably, these direct payments serve as a critical poverty-reducing tool, as earlier this year economists found that the payments, combined with the enhanced unemployment benefits, in the CARES

Act prevented nearly 12 million more people from falling into poverty. Under this bill, a family of four would receive \$2,400 in direct payments.

### **Tax Provisions - \$27 Billion**

**Extension and Expansion of the Employee Retention Tax Credit (ERTC):** The bill importantly extends and expands the refundable Employee Retention Tax Credit (ERTC), which was established in the CARES Act. The extension of this tax credit, through July 1, 2021, will help keep additional U.S. workers on payroll and more small businesses and nonprofits across the country afloat. Specifically, this legislation, among other changes:

- Increases the credit rate, from 50% to 70% and raises the limit on per-employee creditable wages from \$10,000 for the year, to \$10,000 for each quarter;
- Expands eligibility for the credit by reducing the required year-over-year decline in gross receipts from 50% to 20%;
- Modifies the threshold for treatment as a 'large employer' by increasing the 100-employee delineation for determining the relevant qualified wage base to employers with 500 or fewer employees;
- Provides that employers who receive Paycheck Protection Program (PPP) loans may still qualify for the ERTC with respect to wages that are not paid for with forgiven loan proceeds; and
- Allows employers with fewer than 500 employees the ability to receive an advance payment for a full quarter of wages upfront.

**Special "lookback" for EITC and CTC:** The bill includes a special temporary rule allowing lower-income individuals to use their earned income from tax year 2019 to determine the Earned Income Tax Credit and the refundable portion of the Child Tax Credit (i.e., the Additional Child Tax Credit) in the 2020 tax year. This will help workers who experienced lower wages this year, due to the pandemic, to get a larger refund that is consistent with their earnings from prior filing seasons.

**Clarification of Tax Treatment of Paycheck Protection Program Loans and other SBA Financial Assistance Programs:** The bill specifies that forgiven Paycheck Protection Program (PPP) loans will not be included in taxable income. It also clarifies that deductions are allowed for expenses paid with proceeds of a forgiven PPP loan, effective as of the date of enactment of the CARES Act and applicable to subsequent PPP loans. This same tax treatment also applies to EIDL grants, grants for shuttered venues, and certain other loan repayment assistance.

**Extension of Paid Leave Credits:** The bill extends the refundable payroll tax credits for paid sick and family leave that were established in the Families First Coronavirus Response Act, through March 31, 2021. The bill also allows self-employed individuals to use their average daily self-employment income from 2019, rather than 2020, for purposes of computing these credits.

**Extension of Charitable Giving Incentives:** The bill includes a one-year extension of the \$300 above-the-line-deduction, which was established in the CARES Act and set to expire the end of this year. It also increases the amount for 2021 that married couples filing jointly can deduct for charitable contributions, from \$300 to \$600. This will continue to incentivize individuals who do

not itemize to support charitable organizations during this crisis. Additionally, the bill extends through the end of 2021 the increased limits on deductible charitable contributions for individuals who itemize and corporations.

**Relief for Individuals with Flexible Spending Arrangements (FSAs):** The legislation provides relief for individuals with health and dependent care FSAs, ensuring U.S. workers and families do not unfairly lose out on these employer-sponsored benefits at the end of the year, through no fault of their own. Specifically, it allows individuals to carryover any unused health and dependent care FSA benefits from 2020 into the 2021 plan year, along with other FSA plan flexibilities.

### **Small Business - \$325 Billion**

This bill provides critical funding and policy changes to help small businesses, including minority-owned businesses, and nonprofits recover from the pandemic. This bill includes \$284 billion for the Paycheck Protection Program (PPP) and extends PPP through March 31, 2021.

Changes to PPP include:

- Provides a second PPP forgivable loan for the hardest-hit small businesses and nonprofits with 300 or fewer employees and that can demonstrate a loss of 25% of gross receipts in any quarter during 2020 when compared to the same quarter in 2019;
- Creates a dedicated \$15 billion set-aside for lending through community financial institutions, including Community Development Financial Institutions and Minority Depository Institutions to increase access for minority-owned and other underserved small businesses and nonprofits;
- Creates set-asides for very small businesses with 10 or fewer employees and for small businesses located in distressed areas;
- Expands PPP eligibility for local newspapers and TV and radio broadcasters, housing cooperatives, and 501(c)(6) nonprofits, including tourism promotion organizations and local chambers of commerce;
- Allows for small businesses in the restaurant and hospitality industries to receive larger awards of 3.5 times average total monthly payroll, rather than 2.5 times;
- Adds PPE expenses, costs associated with outdoor dining, and supplier costs as eligible and forgivable expenses;
- Simplifies the forgiveness process for loans of \$150,000 and less;
- Repeals the requirement of deducting an EIDL Advance from the PPP forgiveness amount.

### **EIDL Grant Program - \$20 Billion**

This bill includes \$20 billion for EIDL Advance grants. Small businesses and nonprofits in low-income communities are eligible to receive \$10,000 grants. Any small businesses and nonprofits

in low-income communities that received an EIDL Advance previously are also eligible to receive an amount equal to the difference of what the entity already received and \$10,000.

### **Grants for Shuttered Venue Operators - \$15 Billion**

The bill provides \$15 billion for SBA grants up to \$10 million to live venues, independent movie theaters, and cultural institutions to address the economic effects of the pandemic. Grants can be used to cover expenses such as payroll costs, rent, utilities, and personal protective equipment. Two priority periods are established to ensure the hardest hit entities have dedicated access to assistance for the first 28 days of the program, while a reserve fund is made available to ensure that entities that are ineligible for the priority periods are able to receive assistance following the two 14-day priority periods. A set-aside of \$2 billion is also reserved for entities with 50 or fewer employees. The program is authorized to make supplemental grants equal to 50 percent of the initial grant.

### **Extended SBA Debt Relief Payments - \$3.5 Billion**

This bill provides \$3.5 billion to resume debt relief payments of principal and interest (P&I) on small business loans guaranteed by the SBA under the 7(a), 504 and microloan programs. All borrowers with qualifying loans approved by the SBA prior to the CARES Act will receive an additional three months of P&I, starting in February 2021. Going forward, those payments will be capped at \$9,000 per borrower per month. After the three-month period described above, borrowers considered to be underserved—namely the smallest or hardest-hit by the pandemic—will receive an additional five months of P&I payments, also capped at \$9,000 per borrower per month. SBA payments of P&I on the first 6 months of newly approved loans will resume for all loans approved between February 1 and September 30, 2021, also capped at \$9,000 per month.

### **Enhancements of SBA Lending Programs - \$2 Billion**

This bill provides nearly \$2 billion to enhance SBA's core programs, including 7(a), Community Advantage, 504, and the Microloan program, by making them more affordable and useful to small businesses. It also provides \$57 million for the SBA Microloan Program to provide technical assistance and leverage about \$64 million in microloans for minority-owned and other underserved small businesses, with other improvements such as an extra two years for the borrower to repay their microloan.

### **Transportation - \$45 Billion**

This bill includes \$45 billion in transportation funding to provide relief to transit agencies, airlines and airline contractors, state transportation agencies, airports, Amtrak, and private motorcoaches, school buses, and ferries, which have all been significantly impacted by coronavirus as travelers are urged to stay home and demand is down. Of this amount, \$18 billion of new authorizations for federal assistance is provided to private sector transportation companies and their workers as follows:

- **Airline Payroll Support Program - \$15 billion** to renew the CARES Act program which will keep workers on payroll without furloughs or reducing pay rates and benefits until March 31, 2021, with requirements for airlines to rehire workers laid off after Sept. 30, 2020, as well as stipulations preventing airlines from using funds for stock buybacks, executive bonuses, or for utilizing the funds in anything other than supporting workers.

- **Airline Contractors Payroll Support** – This program will receive an additional \$1 billion as part of the extension of the Payroll Support Program. And these workers have the additional protection of relief from furlough until all of their employers' PSP funds are expended.
- **Airports** – Nationwide, airports will receive \$2 billion to continue operating and disinfect locations for the safety of passengers.
- **Transit Agencies** - \$14 billion to provide operational aid due to COVID-related revenue shortfalls.
- **Highways** – \$10 billion in road, bridge, walking, and biking funding to continue building critical projects that connect residents and put employees back to work.
- **Buses and U.S. Vessels** – Nationwide, buses will receive \$2 billion in relief, which will benefit private motorcoaches, school buses, and U.S.-flagged small passenger vessels.
- **Amtrak** - \$1 billion for Amtrak.
- **FMCSA** - This provision expands the time period in which FMCSA grant funds can be expended by states if they've faced a hardship because of COVID-19.
- **NHTSA** – This bill extends the CARES Act provision that allowed NHTSA to waive or postpone some requirements for states receiving highway safety grants if needed due to COVID. DOT has taken the position that the language only applied to FY 2020, and they need this extension to be able to grant similar relief to states in FY 2021.

#### **Emergency Rental Assistance - \$25 Billion**

This legislation will establish a new and historic program to provide emergency rental assistance to Americans in need across the country. This emergency rental assistance program, which will be run through the U.S. Treasury Department, will utilize the resources and experience of the Treasury Department in distributing emergency aid to states and localities, while leveraging the existing local housing organizations that can best distribute these funds on behalf of tenants. With \$25 billion in assistance provided to assist renters in need, these funds will be targeted to families impacted by COVID that are struggling to make the rent and may have past due rent compounding on itself. These families will be able to utilize this assistance for past due rent, future rent payments, as well as utility and energy expenses. The program will rightly prioritize support for the most in-need households.

Also critical is the extension of the CDC rental eviction moratorium, which will be extended through January 31<sup>st</sup>, 2021.

With these emergency funds and the extension of the eviction moratorium, individuals and families will be able to stay in their homes and make their utility payments throughout the winter.

#### **Low-Income Water Utility Bill Assistance - \$638 million**

This bill will help low-income families cover the costs of their drinking water and waste water utility bills. This program will provide grants to states and tribes, who in turn will provide funds to owners or operators of public water systems or treatment works to reduce arrearages and rates to low-income households. Up to 3% of the funds will be set aside for tribes.



## **Community Development Financial Institutions and Minority Depository Institutions - \$12 Billion**

The bill provides \$12 billion in targeted emergency investments to Community Development Financial Institutions (CDFIs) and Minority Depository Institutions (MDIs) to help low- and moderate-income and minority borrowers and communities who have been disproportionately impacted by the COVID-19 pandemic and resulting economic stress. The bill establishes emergency programs to revitalize and provide long-term financial products and service availability for, and provide investments in, low- and moderate-income and minority communities to better reach underserved businesses and nonprofits.

Specifically, the bill includes \$9 billion for a new Emergency Capital Investment Program (ECIP), to provide low-cost, long-term capital investments to minority depository institutions (MDIs) and community development financial institutions (CDFIs) that are depository institutions and \$3 billion in emergency assistance provided to CDFIs through the CDFI Fund, of which \$1.2 billion will be targeted to “minority lending institutions,” a new category of CDFIs that predominantly serve minority communities.

## **U.S. Department of Labor Job Corps Flexibilities**

This bill provides temporary programmatic flexibilities for individuals seeking enrollment in Job Corps, including a waiver of drug testing until students are able to return on-site and additional time for students who may otherwise have aged out of Job Corps eligibility. Several Job Corps centers began gradual resumption of in-person operations in November, however most students remain virtual. Thousands of additional individuals have expressed interest in enrolling virtually in the interim. Current requirements for drug testing have created barriers and backlogs preventing timely enrollment as contracts and procedures are for testing at the center locations. This section seeks to alleviate those barriers and provide additional time for individuals who may have aged out due to the backlog.

## **Nutrition and Agriculture - \$26 Billion**

This bill provides \$26 billion in agriculture and nutrition funding. The bill provides \$13 billion to combat food insecurity which is on the rise due to the economic impacts of the pandemic. Millions of families across the country are struggling to put food on the table and 1 in 4 kids face hunger. This bill will help address rampant food insecurity by increasing SNAP benefits by 15% for six months which will increase benefits for millions of Americans facing hunger. For Puerto Rico and territories that do not have access to the SNAP program, the bill has dedicated \$614 million in funding for nutrition assistance block grants. The bill contains new flexibilities for low-income college students enrolled half-time to receive SNAP by temporarily waiving work requirements. An additional \$400 is allocated for The Emergency Food Assistance Program (TEFAP) to fund the continued work of food banks. The bill will include \$13 million for the Commodity Supplemental Food Program to provide food for seniors and includes \$175 million for senior nutrition programs through the Older Americans Act, like Meals on Wheels. The bill also improves the P-EBT program, which provides additional nutrition benefits for families with children to help cover the cost of meals children would have otherwise received at school or in day care. Schools and daycares that are continuing to provide meals also receive additional support to offset increase costs and funding shortfalls as a result of the pandemic.

The bill also provides \$13 billion for direct support to farmers, ranchers, and food processors who have suffered losses due to the coronavirus. This includes supplemental payments to row crop and specialty crop producers, as well as additional authorities to assist livestock and dairy producers. No less than \$1.5 billion is included for purchases of food from farmers for distribution to those in need, as well as support for farmers and food processors for measures to respond to COVID-19. The bill also supports local food systems by including \$100 million for Specialty Crop Block Grants, \$100 million for the Local Agriculture Market Program, \$75 million for the Farming Opportunities Training and Outreach Program, and \$75 million for the Gus Schumacher Nutrition Incentive Program.

### **US Postal Service**

This legislation converts the CARES Act \$10 billion loan into direct funding for the Postal Service without requiring repayment. The Postal Service can use these funds to cover operational costs, provide personal protective equipment for postal workers, and many other COVID-19 related costs. These relief funds will secure the safety of postal workers and ensure quality service for veterans, small businesses, rural communities, and seniors who rely on the mail for medicines, essential goods, correspondence, and for their livelihoods.

### **Broadband - \$7 Billion**

This legislation includes \$3.2 billion in emergency funds for low-income families to access broadband through an FCC fund. Additionally, this bill creates a \$1 billion tribal broadband fund. Included is \$250 million in telehealth funding, \$285 million to help address broadband needs of Historically black colleges and universities, Tribal colleges and universities, and minority-serving education institutions, and \$65 million to complete the broadband maps in order for the government to effectively disperse funding to the areas that need it most. Last, this bill includes \$2 billion to small telecommunication providers to rip out Huawei/ZTE equipment to replace it with secure equipment and a new \$300 million grant program to fund broadband in rural areas.

### **Coronavirus Relief Fund Extension**

This bill extends the availability by one year (until Dec. 31, 2021) for funds provided to states and localities by the Coronavirus Relief Fund in the CARES Act.

### **Contractor Pay Extension**

This bill provides federal agencies the authority to reimburse contractors for the costs of paid leave during the COVID pandemic, for contractors who are temporarily unable to work due to facility closures or other restrictions. This is particularly important for our national labs, like Brookhaven National Laboratory, and national security facilities.

### **CARES Act Lending Facilities & Lending Authority**

The legislation requires the rescission and allows for other uses for no less than \$429 billion of unobligated CARES Act funds that were provided to the Treasury Department to facilitate direct and indirect lending in response to the crisis. Additionally, the legislation mandates an end to the Federal Reserve's emergency lending facilities that were funded by CARES Act appropriations. Last, the Treasury Secretary's authority to fund 13(3) facilities that are the same as those

established with CARES Act funding will require Congressional approval in some circumstances.

### **Fisheries Assistance - \$300 Million**

This bill provides \$300 million in assistance to fisheries participants to help mitigate coronavirus-related economic impacts. The funding will be available for coastal and Great Lakes states and territories through September 30, 2021. Of the \$300 million allocated in the bill, \$15 million is set aside for fishery participants in states bordering the Great Lakes and \$30 million is set aside for Tribal fisheries of federally recognized Tribes and Alaska Native groups. Fisheries jobs and sales have been jeopardized by the coronavirus outbreak and fishing communities have been devastated by supply chain disruptions, restaurant closures, and the loss of a market to sell their products. The funding provided in this bill will help fisheries participants weather some of the profound financial impacts they've experienced due to this crisis.

### **Health Care COVID Relief Spending: Vaccines, Testing and Tracing, Community Health and Health Care Provider Support - \$69 Billion**

This bill provides essential funding for vaccine procurement and distribution, providing roughly \$20 billion to BARDA for manufacturing, production and purchase of vaccines, therapeutics, and ancillary supplies, nearly \$9 billion to the CDC and states for vaccine distribution and more than \$3 billion for the strategic national stockpile. This includes \$300 million specifically directed to high-risk and underserved populations for vaccine distribution, including communities of color.

The bill provides more than \$22 billion, all sent directly to states, for testing, contact tracing and COVID mitigation programs. Of this total, \$2.5 billion will be sent out specifically targeted at needs in high-risk and underserved populations, including both communities of color and rural communities.

There is an additional \$4.5 billion in mental health funding and more than \$1 billion for NIH to research COVID-19. The bill includes \$9 billion in support for health care providers, which comprises an extension of relief from Medicare sequester cuts through March 31, 2021, an additional \$3 billion and new distribution requirements for the Provider Relief Fund, and \$3 billion for increased payments to physicians and other health care providers under the Medicare Physician Fee Schedule. This bill also has \$1 billion in direct funds to the Indian Health Service to carry out these services.

### **International Vaccine Distribution - \$4 Billion**

This legislation includes \$4 billion for GAVI, a private-public partnership, for the procurement and distribution of COVID vaccines to low-income countries around the globe.

### **Education - \$81.88 Billion**

This bill provides \$81.88 billion in education funding to provide relief to states, K-12 schools, and institutions of higher education that have all been significantly impacted by coronavirus. These funds are flexible and can be used on a variety of activities to provide educational services and college financial aid to students and support the on-going functionality of school districts and colleges and universities. Similar to the CARES Act, the education funding is split into three funds as follows:

- **Governors Emergency Education Relief Fund: \$4.05 billion**
  - Includes a \$2.75 billion set aside for states, acting through the state educational agencies, to provide public health and related services to private K-12 schools. Funds are distributed based on states' share of students from low-income families enrolled in private schools. Funds must be administered by public agencies, services must be secular, neutral and non-ideological, and funds cannot be used for private school vouchers.
- **Elementary and Secondary School Emergency Relief Fund (Public K-12 schools): \$54.3 billion**
  - Funds are distributed based on states' allocations under Title I, Part A of the Elementary and Secondary Education Act and allocated to school districts based on their Title I, Part A allocation. Equitable services are no longer required to be provided under ESSER.
  - New uses of funds related to learning loss and school facilities improvements.
  - New state reporting requirements, including on state efforts to address learning loss.
- **Higher Education Emergency Relief Fund: \$22.7 billion**
  - \$20.2 billion distributed to all public and private non-profit institutions of higher education on the basis of headcount and full-time equivalent (FTE) students, with an emphasis on the enrollment of Pell Grant students.
  - \$1.7 billion additional set-aside for HBCUs, tribal colleges, and minority-serving institutions. \$680 million set-aside for for-profit institutions of higher education solely to provide financial aid grants to students.
  - \$113.5 million for institutions with the greatest unmet needs or those not served by the primary formula, such as independent graduate schools.
- **Relief for outlying areas, the Bureau of Indian Education, and Tribal Colleges and Universities: \$818.8 million**
- **Maintenance of Effort: Requires states receiving federal funds to maintain their proportional spending on education through FY 2022.**

**FEMA - \$2 Billion**

This legislation provides \$2 billion for the Disaster Relief Fund and activates FEMA's Disaster Funeral Assistance program – financial aid to those who have lost a loved one among the over 310,000 deaths caused by COVID through the end of this year. This targeted assistance can cover many typical funeral costs, including a casket, mortuary services, and burial plot. The bill provides this assistance at 100% federal cost share. This benefit, while not utilized often, is typically provided at 75% federal to 25% state, territory, or Tribal Nation monies. The tragic death toll of COVID across our country means this benefit will be provided on a historic scale, ensuring that those grappling with unspeakable loss are not also saddled with the financial burden of exorbitant funeral costs in this moment of economic and emotional turmoil.

### **Child Care - \$10 Billion**

This legislation provides \$10 billion in emergency funds for the child care sector through the Child Care and Developmental Block Grant (CCDBG) program. These funds maintain the flexibility given to states through the CARES Act and can be used to provide child care assistance to families and support to child care providers in meeting their increased operating costs during the pandemic. This emergency relief will help stabilize the child care market by allowing states to continue to pay child care providers during periods of closure or reduced enrollment, ensuring that states provide assistance to child care providers who have not previously received assistance through CCDBG, and providing technical assistance to support child care providers in accessing assistance. The bill also allows states to expand child care assistance to essential workers and to provide child care payment relief to working families. The bill also includes \$250 million for Head Start programs to ensure they are able to continue to safely serve low-income children and families throughout the pandemic.

### **Head Start-- \$250 million**

This legislation includes \$250 million in additional funding for Head Start. These funds will ensure that Head Start programs can continue to operate and safely provide early childhood education and other vital services to low-income children and families throughout the pandemic.

**\*\*Topline dollar figures could change based on final scoring\*\***

NH Department of Health and Human Services  
129 Pleasant Street - State Office Park South  
Concord, NH 03301



**PRESS RELEASE**  
**FOR IMMEDIATE RELEASE**  
**December 30, 2020**

**CONTACT**  
State Joint Information Center  
603-223-6169  
[jic@dos.nh.gov](mailto:jic@dos.nh.gov)

## **NH DHHS COVID-19 Update – December 30, 2020**

**Concord, NH** – The New Hampshire Department of Health and Human Services (DHHS) has issued the following update on the new coronavirus, COVID-19.

On Wednesday, December 30, 2020, DHHS announced 594 new positive test results for COVID-19, for a daily PCR test positivity rate of 7.4%. Today's results include 365 people who tested positive by PCR test and 229 who tested positive by antigen test. There are now 5,762 current COVID-19 cases diagnosed in New Hampshire. Of the results reported today:

- **12/23:** 92 new cases today, for an updated total of **1,208** cases
- **12/24:** 52 new cases today, for an updated total of **797** cases
- **12/26:** 9 new cases today, for an updated total of **495** cases
- **12/27:** 1 new case today, for an updated total of **538** cases
- **12/28:** 111 new cases today, for an updated total of **558** cases
- **12/29:** **329** new cases

Test results for previous days are still being processed and the total number of new positives for those days are not yet complete. Updated case counts for prior days will be reflected on the [COVID-19 interactive dashboard](#).

Several cases are still under investigation. Additional information from ongoing investigations will be incorporated into future COVID-19 updates. Of those with complete information, there are sixty-five individuals under the age of 18 and the rest are adults with 55% being female and 45% being male. The new cases reside in Rockingham (160), Merrimack (100), Hillsborough County other than Manchester and Nashua (95), Strafford (34), Carroll (26), Belknap (25), Cheshire (15), Grafton (15), Sullivan (10), and Coos (8) counties, and in the cities of Manchester (41) and Nashua (41). The county of residence is being determined for twenty-four new cases.

Community-based transmission continues to occur in the State and has been identified in all counties. Of those with complete risk information, most of the cases are either associated with an outbreak setting or have had close contact with a person with a confirmed COVID-19 diagnosis.

DHHS has also announced six additional deaths related to COVID-19. We offer our sympathies to the family and friends.

- 1 female resident of Belknap County, 60 years of age and older
- 1 female resident of Hillsborough County, 60 years of age and older
- 2 male residents of Hillsborough County, 60 years of age and older
- 1 male resident of Merrimack County, 60 years of age and older
- 1 male resident of Strafford County, younger than 60 years of age

There are currently 306 individuals hospitalized with COVID-19. In New Hampshire since the start of the pandemic, there have been a total of 43,242 cases of COVID-19 diagnosed with 901 (2%) of those having been hospitalized.

### Current Situation in New Hampshire

#### New Hampshire 2019 Novel Coronavirus (COVID-19) Summary Report (updated December 30, 2020, 9:00 AM)

NH Persons with COVID-19	43,242
Recovered	36,739 (85%)
Deaths Attributed to COVID-19	741 (2%)
Total Current COVID-19 Cases	5,762
Persons Who Have Been Hospitalized for COVID-19	901 (2%)
Current Hospitalizations	306
Total Persons Tested at Selected Laboratories, Polymerase Chain Reaction (PCR):	509,326
Total Persons Tested at Selected Laboratories, Antibody Laboratory Tests:	34,637
Persons with Specimens Submitted to NH PHL	62,828
Persons with Test Pending at NH PHL:	685

Includes specimens positive at any laboratory and those confirmed by CDC confirmatory testing.

\*Includes specimens tested at the NH Public Health Laboratories (PHL), LabCorp, Quest, Dartmouth-Hitchcock Medical Center, and those sent to CDC prior to NH PHL testing capacity.

Includes specimens received and awaiting testing at NH PHL. Does not include tests pending at commercial laboratories.

#### New Hampshire Institutions Associated with COVID-19 Outbreak (as of 12/30/2020)

Current COVID-19 Outbreaks	Resident Cases	Staff Cases	Under Investigation	Deaths
The Arbors at Bedford	24	3	0	5
Clipper Harbor/Cedar Healthcare Center	29	8	0	0
Community Bridges Concord	4	11	0	0
Country Village Center	8	6	0	1
Courville at Bedford - Carlyle Place	23	7	0	7
Crestwood Center Milford	26	11	0	3
Elms Center	26	13	0	9
Epsom Healthcare	41	20	0	3
Fairview Senior Living	61	25	0	6
Golden View Health Care Meredith	62	33	0	3
Grace House Windham	14	12	0	0
Green Mountain Treatment Center	68	38	0	0
Hanover Hill Manchester	22	11	0	3
Hanover Terrace Health and Rehabilitation Center	68	39	0	6
Harris Hill Center	12	6	0	1
Hillsborough County House of Corrections	3	0	0	0
Keystone Hall, Cynthia Day Program	17	4	0	0
Lakes Region Community Services Fairview Home	6	9	0	1
Merrimack County Jail	35	4	0	0
Merrimack County Nursing Home	27	18	0	2

Mt. Prospect Academy Seacoast Treatment & Stabilization Center	9	8	0	0
Nashua Crossings Benchmark	38	22	0	4
NH State Prison - Men's	184	58	0	1
NH Veterans' Home	93	102	0	35
Northern NH Correctional Facility – Berlin	83	22	0	0
Pines of Newmarket	28	9	0	6
Pleasant View Nursing Home	82	38	0	11
Riverside Rest Home	47	44	0	9
Secure Psychiatric Unit, NH Department of Corrections	20	8	0	0
Strafford County Jail	54	10	0	0
Warde Rehabilitation & Nursing Center	23	14	0	2
Wentworth Senior Living	7	5	0	1

Closed COVID-19 Outbreaks	Resident Cases	Staff Cases	Deaths
All American Assisted Living Londonderry (6/9/2020)	15	16	2
Aurora Assisted Living Derry 6/6/2020)	38	17	10
Bedford Falls (6/6/2020)	40	21	11
Bedford Hills Center Genesis (7/16/2020)	37	25	7
Bedford Hills Center Genesis (11/19/2020)	61	20	19
Bedford Nursing and Rehabilitation Center (7/7/2020)	62	28	17
Bellamy Fields Dover (5/16/2020)	35	13	10
Birch Hill (7/30/2020)	40	29	14
Clipper Harbor Genesis Portsmouth (5/29/2020)	0	8	0
Colonial Poplin Nursing & Rehabilitation (12/22/2020)	19	10	0
Community Bridges Belmont (6/9/2020)	2	7	0
Community Resources for Justice Transitional Housing Manchester (5/18/2020)	16	4	0
Coos County Nursing Hospital (12/30/2020)	64	71	13
Courville Manchester (6/30/2020)	15	14	6
Crestwood Center Milford (6/30/2020)	54	28	15
Crotched Mountain (4/20/2020)	3	12	1
Easterseals - Manchester (5/16/2020)	45	70	0
Evergreen Place Manchester (9/3/2020)	27	16	7
Evergreen Place Manchester (12/22/2020)	3	2	0
Greenbriar (8/21/2020)	124	34	28
Greystone Farm at Salem (6/16/2020)	9	3	0
Hackett Hill Genesis Manchester (6/5/2020)	56	16	16
Hackett Hill Genesis Manchester (12/18/2020)	1	4	0
Hanover Hill Manchester (5/26/2020)	79	60	25
Hillsborough County Nursing Home (7/27/2020)	154	55	39
Holy Cross Manchester (7/15/2020)	19	18	1
Huntington Nashua (5/8/2020)	23	19	7
Institute for Professional Practice, Inc (4/21/2020)	2	6	1
Kimi Nichols Center Plaistow (6/10/2020)	3	6	0



Maple Leaf Healthcare Center (12/18/2020)	93	70	10
Mt. Carmel Nursing and Rehabilitation Manchester (6/26/2020)	38	16	5
Mount Prospect Academy Plymouth (12/18/2020)	14	28	0
Mountain Ridge Genesis Franklin (6/18/2020)	49	21	9
Mountain View Community Ossipee (10/7/2020)	4	8	1
Oceanside Center - Genesis (12/16/2020)	44	27	11
Pine Rock Manor Warner (11/19/2020)	48	14	8
Pleasant Valley Derry (5/27/2020)	87	29	21
Prospect Woodward Home at Hillside Village Keene (12/16/2020)	14	9	1
Ridgewood Genesis Bedford (6/18/2020)	64	23	23
Ridgewood Genesis Bedford (8/12/2020)	2	9	0
Ridgewood Genesis Bedford (12/13/2020)	3	5	0
Rockingham County House of Corrections (9/13/2020)	11	1	0
St. Anne's Rehabilitation and Nursing Center Dover (12/22/2020)	17	16	0
St. Joseph's Residence Manchester (12/22/2020)	11	11	2
St. Teresa Rehabilitation and Nursing Center Manchester (12/3/2020)	31	18	9
Salem Woods (5/18/2020)	23	26	10
Salemhaven (7/9/2020)	46	15	11
Studley Home Assisted Living Facility Rochester (12/16/2020)	30	4	2
Villa Crest Manchester (7/1/2020)	54	45	15
Warde Health Center Windham (10/22/2020)	3	2	0
Woodlawn Care Center Newport (12/10/2020)	33	24	4

### Number of Tests Conducted by Date of Report to NH DHHS

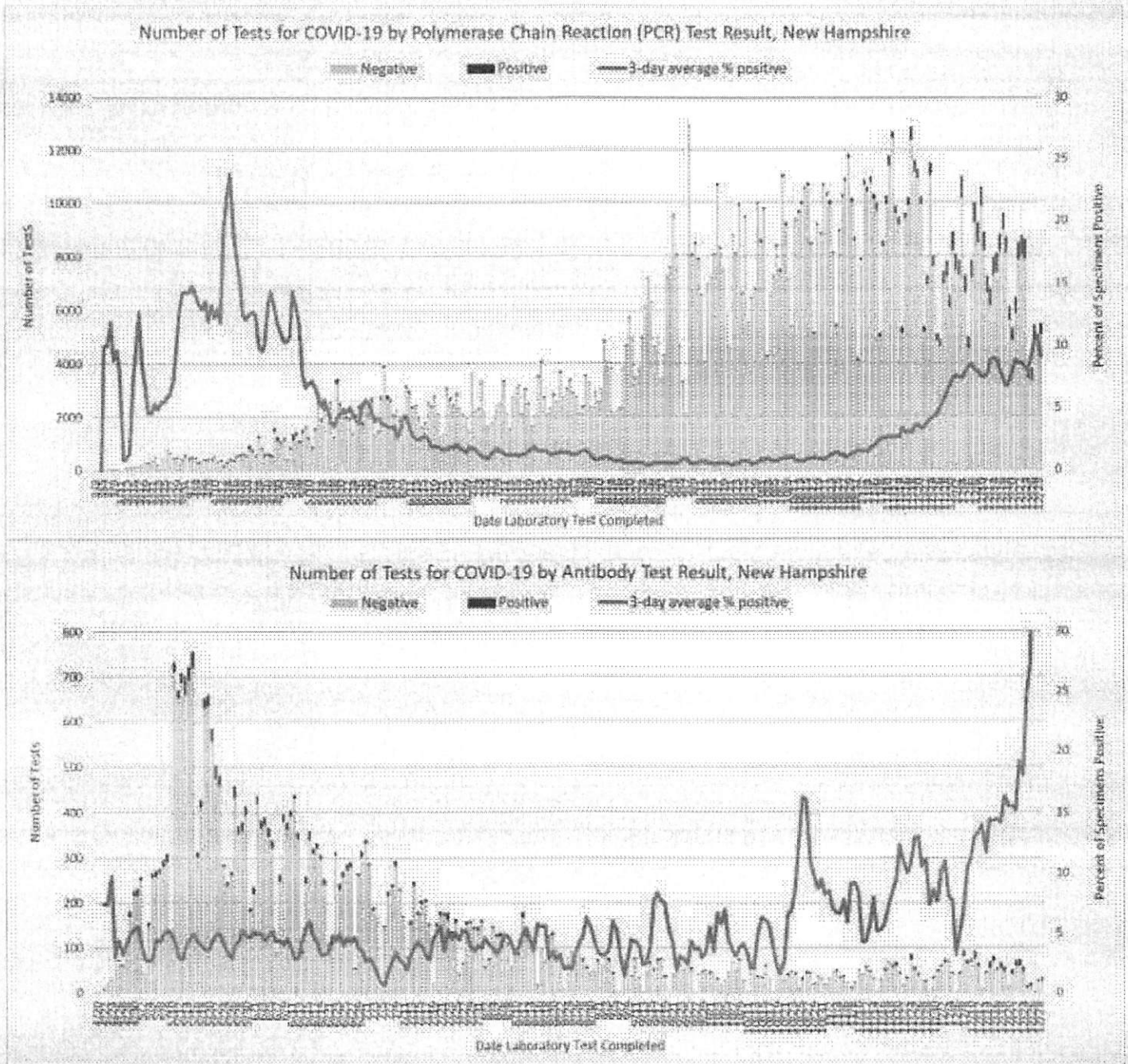
Polymerase Chain Reaction (PCR) Tests								
Testing Laboratory	12/23	12/24	12/25	12/26	12/27	12/28	12/29	Daily Average
NH Public Health Laboratories	1,288	1,585	0	708	529	413	574	728
LabCorp	1,360	1,652	370	607	2,341	995	1,063	1,198
Quest Diagnostics	1,324	1,425	1,412	776	1,011	430	508	984
Mako Medical	1,021	529	695	65	69	0	261	377
Dartmouth-Hitchcock Medical Center	920	823	586	114	322	295	0	437
Other NH Hospital Laboratory	685	424	190	431	351	440	448	424
Other Laboratory*	2,156	2,160	474	1,094	796	1,286	1,543	1,358
University of New Hampshire**	13	11	0	1	0	1,206	1,070	329
Total	8,767	8,609	3,727	3,796	5,419	5,065	5,467	5,836
Antibody Laboratory Tests								
Testing Laboratory	12/23	12/24	12/25	12/26	12/27	12/28	12/29	Daily Average
LabCorp	24	18	10	1	3	0	0	8

Quest Diagnostics	26	28	2	0	0	11	24	13
Dartmouth-Hitchcock Medical Center	6	3	0	5	0	6	0	3
Other Laboratory*	16	6	0	15	0	12	2	7
Total	72	55	12	21	3	29	26	31

\* Includes out-of-state public health laboratories, out-of-state hospital laboratories, and other commercial laboratories not already listed in the table.

Note: Patients who had both antibody and polymerase chain reaction (PCR) tests are accounted for in both tables.

\*\* Includes tests conducted at the UNH laboratory and their contracted lab Veritas.



[NH DHHS Daily Update on COVID-19 Archive](#)

For more information, please visit the DHHS COVID-19 webpage at <https://www.nh.gov/covid19>.

###

**Tax Abatements, Credits & Exemptions**

## Permits And Approvals



# EXETER PUBLIC WORKS DEPARTMENT

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

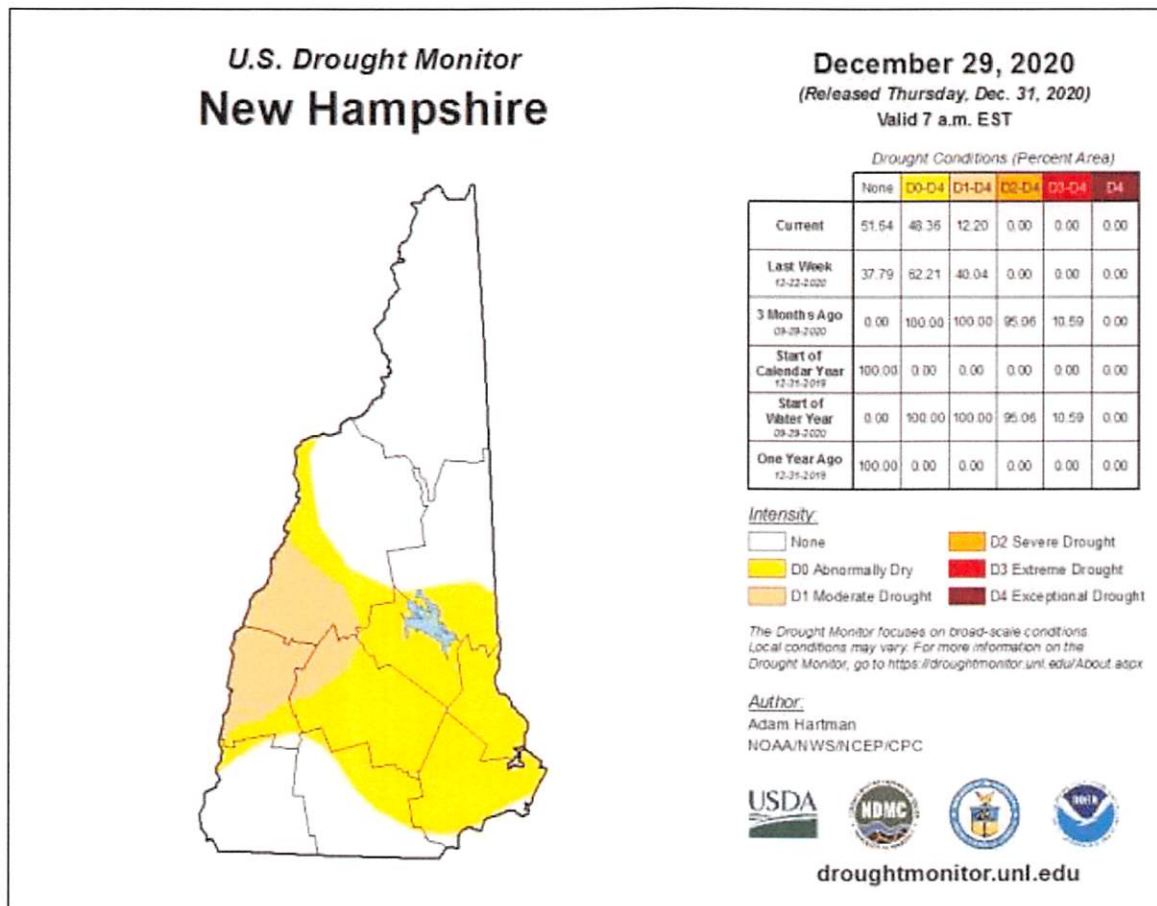
[www.exeternh.gov](http://www.exeternh.gov)

## MEMO

DATE: December 31, 2020  
 TO: Russell Dean, Town Manager  
 FROM: Jennifer R. Perry, P.E., Public Works Director  
 RE: Water Resources Status Update & Recommended Water Use Restrictions

### New Hampshire Drought Conditions

The U.S. Drought Monitor dated December 29, 2020, indicates there has been improvement to current drought conditions; the Town of Exeter and the upper reaches of the Exeter River watershed are abnormally dry (D0). The Exeter Select Board issued Level 4 outdoor watering ban on August 24 when drought conditions were extreme. We recommend **reducing the Level 4 restrictions, which ban outdoor watering, to Level 2 restrictions which allow landscape watering every other day and do not restrict other outdoor water uses.**



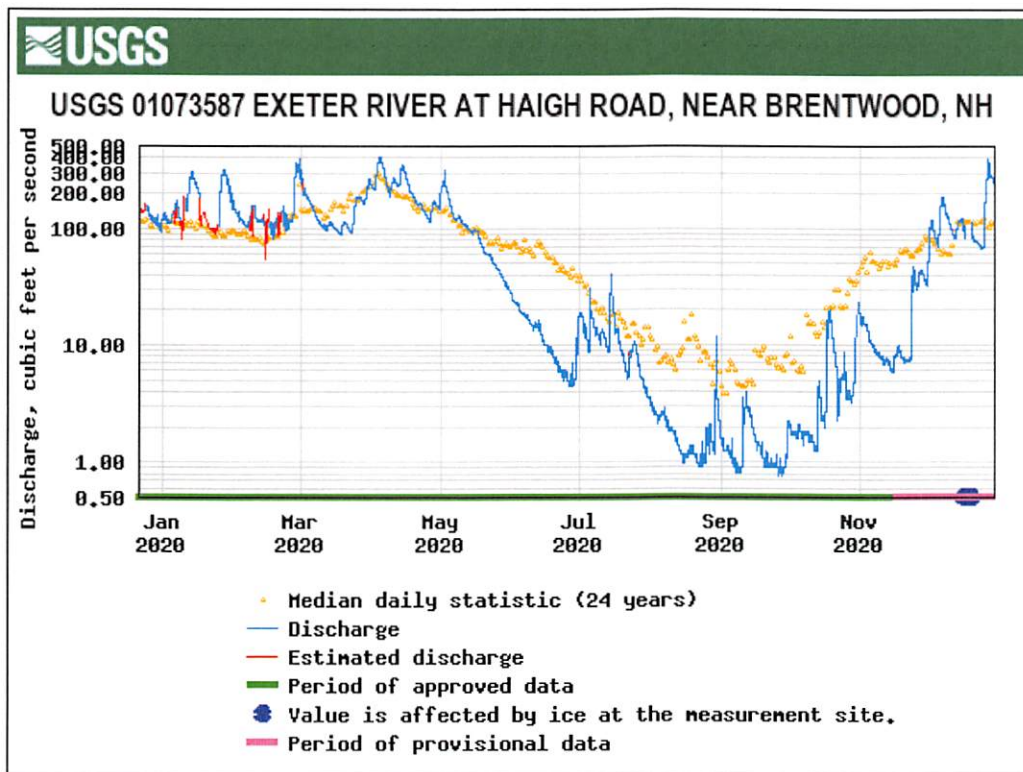
The U.S. Drought Monitor is jointly produced by National Drought Mitigation Center at University of Nebraska-Lincoln, U.S. Department of Agriculture, and National Oceanic and Atmospheric Administration. Map courtesy of NDMC.

[https://droughtmonitor.unl.edu/CurrentMap\\_StateDroughtMonitor.aspx?NH](https://droughtmonitor.unl.edu/CurrentMap_StateDroughtMonitor.aspx?NH)

### River Flow

November and December witnessed several significant rain events and increasing flows in the Exeter River. The USGS stream flow gauge on the Exeter River at Haigh Road in Brentwood (drainage area 63.5 square miles) indicates current instantaneous discharge is 201 cubic feet per second (cfs) (at 10:15 am on 12/31/2020) which is above the 75<sup>th</sup> percentile. The minimum flow on this date was 11.3 cfs in 2002 and the maximum was 490 cfs in 2006. The water supply intake for the Town of Exeter is located several miles downstream, with a contributing watershed of 107 square miles. The flow rates at the intake location are estimated to be 1.69 times higher than at Haigh Road, or approximately 340 cfs (220 MGD).

Exeter River flow rates are **above normal** for this time of year.



<https://waterdata.usgs.gov/usa/nwis/uv?01073587>

### Groundwater Levels

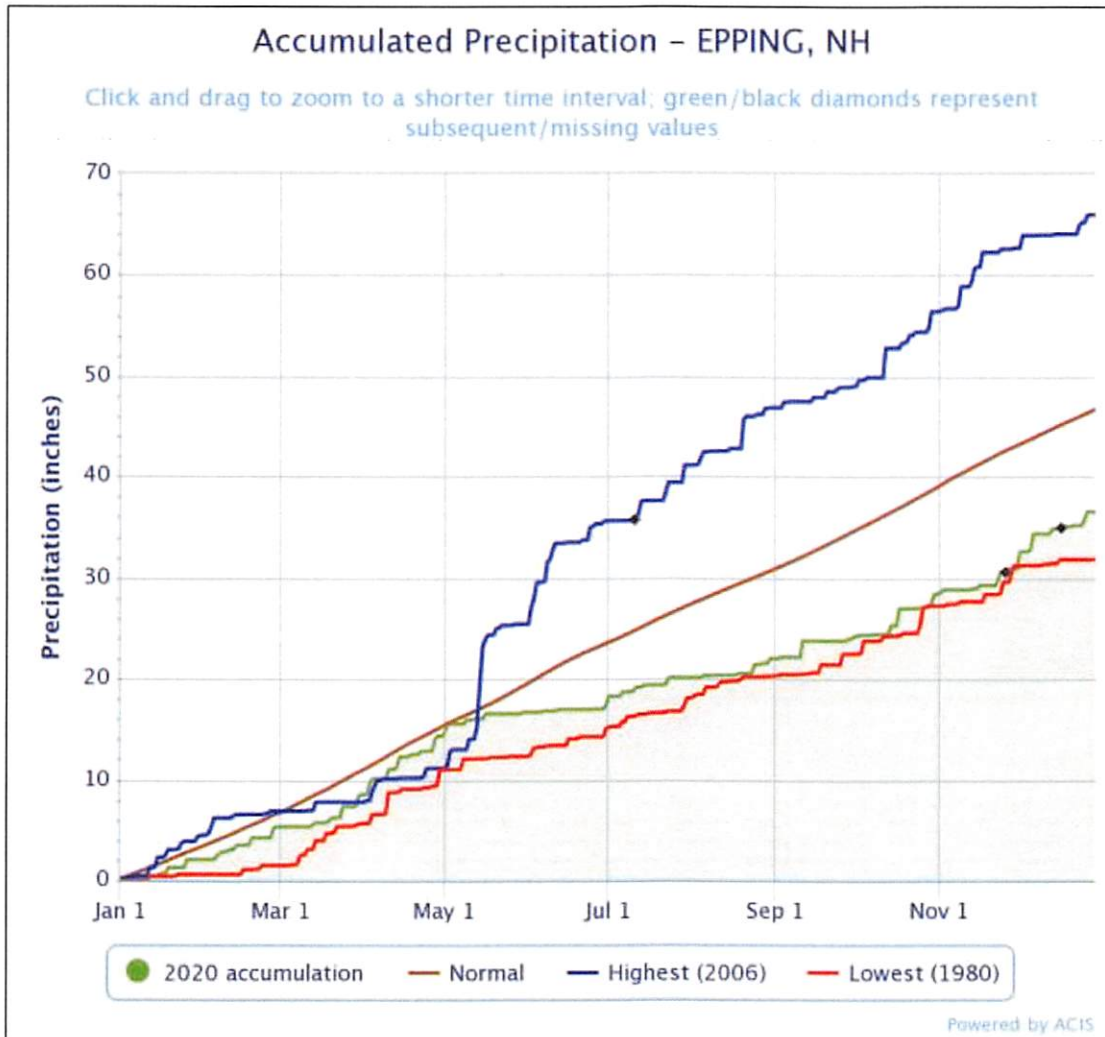
Groundwater levels for long-term monitoring wells in the region vary by location. The USGS wells in Epping, Concord and Nashua range from below normal to low.

Current groundwater levels are considered **below normal to low** for this time of year.

### Precipitation

Several significant precipitation events occurred in November and December, totaling 8.08 inches which is slightly above the 2-month normal of 7.78 inches. However, total precipitation received since January 1 through December 31 is 36.54 inches which is 10.41 inches below the mean of 46.95 inches (Source: National Weather Service NOWData for Epping, NH). Total annual precipitation averages 48.11 inches for this site (55 years of record).

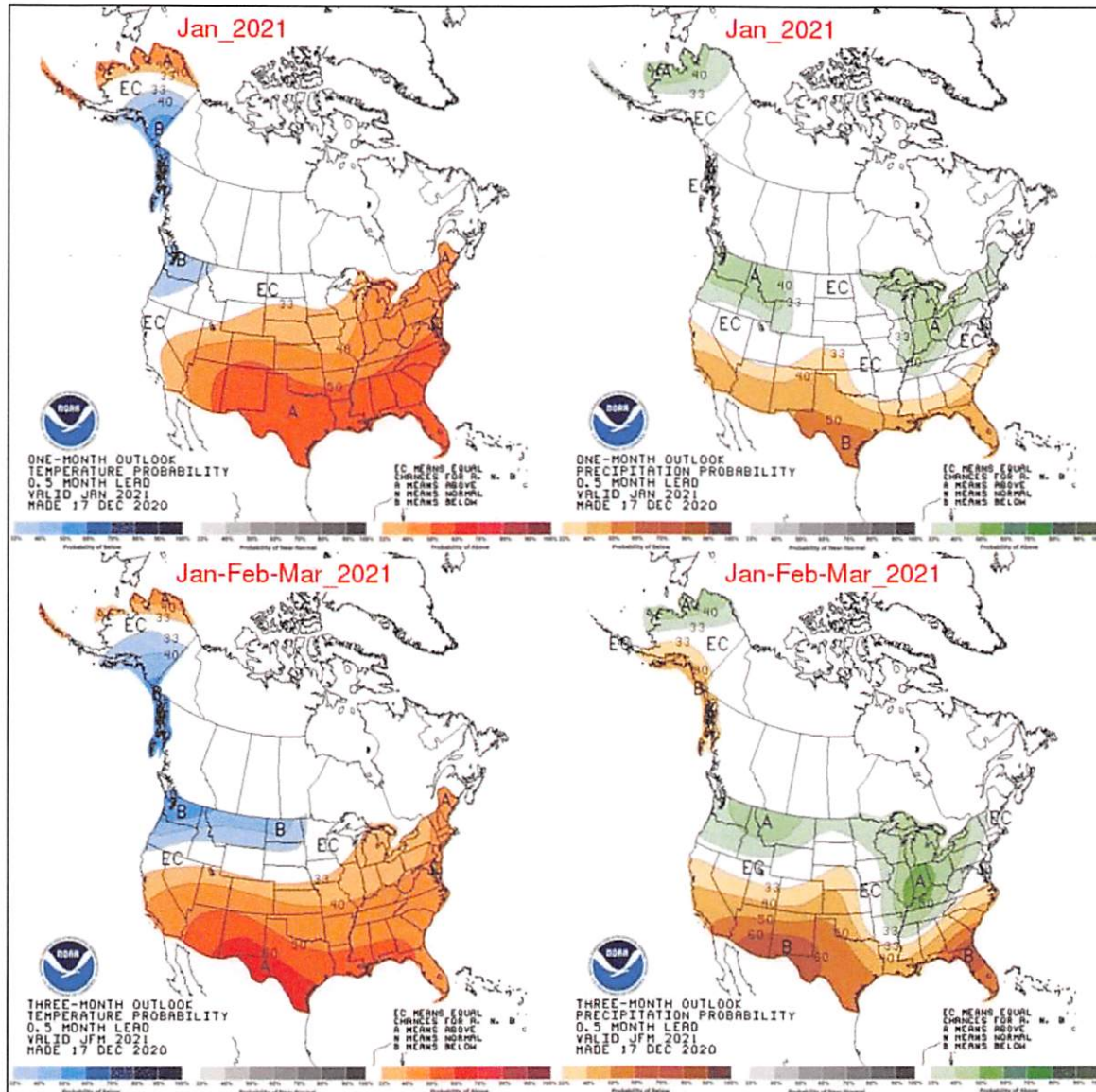
There is a **10.41 inch precipitation deficit** for the year; precipitation is **much below normal** for the year. November and December precipitation is above normal.



NOAA/National Weather Service, Gray/Portland Office. NOWData for Epping, NH.

### Temperature and Precipitation Forecast

January and the 3 month outlook (January, February, March) **temperatures** are predicted to continue to be **above normal**. **January precipitation is predicted to be above normal**; the three month outlook (January, February, March) indicates equal chances for above, normal or below normal precipitation for the New England region.

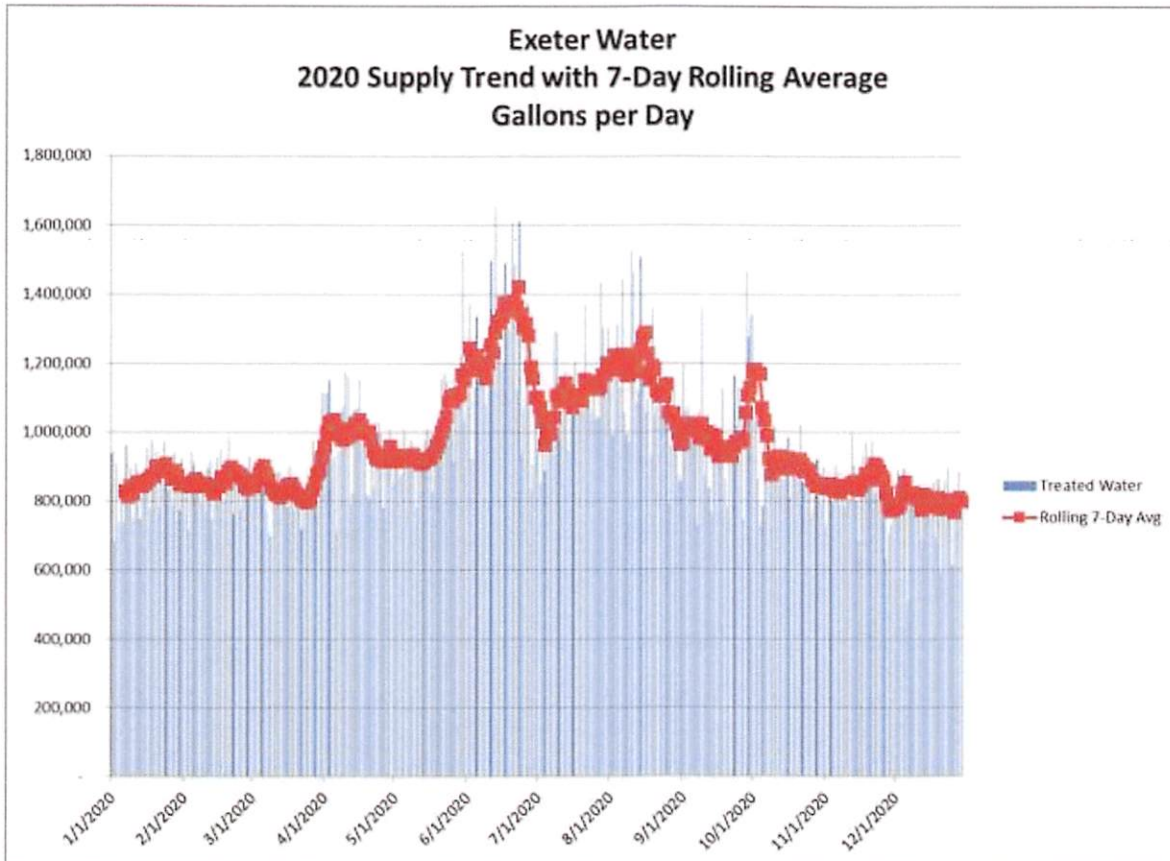


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[https://www.cpc.ncep.noaa.gov/products/predictions/multi\\_season/13\\_seasonal\\_outlooks/color/page2.gif](https://www.cpc.ncep.noaa.gov/products/predictions/multi_season/13_seasonal_outlooks/color/page2.gif)



### Exeter Water Supply

Overall, water usage or demand in the Exeter public water system has decreased and returned to pre-summer non-irrigated flows. The seven day average in early May was 0.93 million gallons per day (MGD); on December 29 it was 0.80 MGD. To date in 2020 the surface water treatment plant (SWTP) produced 237 MG, supplying 67% of demand. The groundwater treatment plant (GWTP) produced 116 MG, supplying 33% of demand.



### Summary

Exeter and the upper reaches of the Exeter River watershed are abnormally dry (D0). Temperatures have been above average since May and are predicted to continue to be above average through March. Although precipitation events occurred in November and December, precipitation is still well below normal with a 10.41 inch rainfall deficit for the year. Surface waters currently are above normal flow, however groundwater levels are recovering more slowly and are still below normal. Water usage has decreased to 0.80 MGD.

### Recommendations

We recommend reducing the Level 4 restrictions, which ban outdoor watering, to Level 2 restrictions which allow landscape watering every other day and do not restrict other outdoor water uses. Water users are encouraged to continue to practice effective water conservation. For helpful tips on water use and conservation go to <https://www.epa.gov/watersense>.



## EXETER HEALTH DEPARTMENT

20 COURT STREET, EXETER, NH 03833-2716

Phone: (603)773-6132

FAX: (603)773-6128

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

The Town of Exeter, through the Exeter Select Board, ordains as follows:

### **EMERGENCY ORDINANCE #2020-01 REQUIRING THE WEARING OF FACE COVERINGS UNDER CERTAIN CONDITIONS WITHIN THE TOWN OF EXETER.**

#### Declaration of Purpose:

The purpose of this emergency ordinance is to enact public health provisions designed to significantly help reduce the risk of the spread of Coronavirus Disease 2019, (COVID-19), an infectious disease that poses a threat to the residents and visitors of the Town of Exeter. These provisions have been recommended by the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), the Director of Public Health for the State of New Hampshire, and other communities throughout the State. These provisions must be implemented within the Town of Exeter in order to promote education and mitigate the risk of community spread of COVID-19.

#### Authority:

WHEREAS, NH RSA 147:1 grants Health Officers of cities and towns the authority to draft regulations relating to the public health as in their judgment the health and safety of the people require; and

WHEREAS, the Town of Exeter, New Hampshire Select Board recognizes that the health and wellbeing of the citizens of and visitors to Exeter is of the utmost importance and proper measures are necessary to further protect the community from the potential spread of COVID-19; and

WHEREAS, the most effective means of slowing the spread of the virus is through minimizing close personal contact in a public environment, social/physical distancing by keeping a distance of six (6) feet between yourself and others, covering your mouth and nose by wearing a face covering, and proper hand washing; and

WHEREAS, the Centers for Disease Control and Prevention (CDC) recommends as of August 7, 2020, that people wear face coverings in public settings and when around people who don't live in your household, especially when other social distancing measures are difficult to maintain; and

WHEREAS, COVID-19 can be spread by people who do not have symptoms (asymptomatic carriers) and therefore unaware they are infected. It is therefore important that everyone wear face coverings in public settings, whether or not they are feeling ill; and

WHEREAS, the Town of Exeter is part of a diverse education economy including being host to Phillips Exeter Academy, the Seacoast School of Technology, SAU16, and multiple day schools and educational institutions which will bring thousands of students back to school in 2020; and

WHEREAS, the Town of Exeter hosts a Downeaster Train Station, which brings people to Exeter via Amtrak from the New England Region; and

WHEREAS, the Town hosts Exeter Hospital, a significant regional medical care facility which also brings thousands of patients and employees to the immediate area on a daily basis; and

WHEREAS, Exeter is home to multiple senior congregate living facilities housing more than 1,000 residents, a population which is at higher risk for suffering life threatening complications resulting from COVID-19 infection; and

WHEREAS, the Town serves as a regional shopping and dining destination, and

WHEREAS, the State of New Hampshire began on May 11th, with limitations, the opening of retail establishments and other businesses and on May 18th, with limitations, the opening of restaurants, and Exeter has experienced a significant increase in visitor traffic in the downtown; and

WHEREAS, the potential exists for businesses to operate in a safe manner, and limit the potential spread of COVID-19 if mask usage is required; and

WHEREAS, the Health Officer for the Town of Exeter has made and submitted regulations that the public health and safety of the citizens and visitors of Exeter require; and

WHEREAS, Exeter has the opportunity through further educational opportunities to encourage safe and proper social distancing, hand washing and the wearing of face coverings in order to encourage increased foot traffic safely and effectively while promoting local businesses; and

WHEREAS, because COVID-19 presents a clear and present danger to the general Exeter community, it behooves the Select Board to take this emergency measure requiring the wearing of face coverings in certain situations to protect the public health;

NOW THEREFORE, for the purpose of continuing to provide safety for its residents and visitors resulting from the unique features of a boarding school community and home to a large regional medical center, as well as several congregate senior living facilities, and regional schools, under New Hampshire RSA 147:1 acting in their capacity as the Exeter Select Board and based on the Town Health Officer's authority to promulgate regulations for the prevention and removal of public health nuisances, hereby ordains that:

1. A face covering as referenced herein means a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers the nose, mouth, and surrounding areas of the lower face. A face covering may be factory made or homemade and improvised from ordinary household material.
2. Employees of all businesses shall wear a face covering over their mouth and nose when interacting with the public and whenever they are within six (6) feet of a co-worker or customer. In food service settings, kitchen staff shall not be required to wear a mask within the kitchen, in keeping with current "Safer at Home" guidance. Exceptions may be made for individual businesses on a case by case basis for situations in which wearing a face covering may be counter-intuitive to the situation and safety can still be provided. Exceptions shall not preclude, supersede, alter, revise, or amend the Governor's Safer at Home guidance. Businesses are asked to contact the Health Department for more details on a variance process.
3. Members of the public entering or queued to enter, remaining in, or exiting from any business, including without limitation any outdoor area where business of any sort is conducted, work site, or Town of

Exeter government building, must wear a face covering. Exceptions may be made for individual businesses on a case by case basis for situations in which wearing a face covering may be counter-intuitive to the situation and safety can still be provided. Exceptions shall not preclude, supersede, alter, revise, or amend the Governor's Safer at Home guidance. Businesses are asked to contact the Health Department for more details on a variance process.

4. Members of the public entering or queued to enter any restaurant for the purpose of picking up food for take-out or an alcohol-serving business or any other purpose must wear a face covering. Members of the public dining at a restaurant may remove masks while seated at their table, whether dining inside or outside, but must wear a mask when entering and exiting the restaurant or moving around the interior or exterior of the restaurant.
5. All such businesses, restaurants, government facilities, and public downtown areas shall post the requirement for a face covering.
6. Members of the public must wear face coverings when social distancing of at least six (6) feet is not possible while utilizing sidewalks and other public ways, specifically within areas of Exeter where pedestrian traffic is heaviest, as seen in the highlighted areas of the attached Mask Ordinance Map 8-31-2020. This also applies to other public property within the Town of Exeter where maintaining adequate social and physical distancing of at least six (6) feet is not possible.
7. Members of the public shall not be required to wear a face covering outside when walking or utilizing public areas when there is at least six (6) feet social distancing available. A face covering shall not be required in instances where individuals are passing each other momentarily, but increasing as much distance as possible is recommended.
8. Members of the public utilizing public recreational lands are strongly encouraged but not required to wear a face covering over their nose and mouth to the fullest extent practicable, especially when coming into contact with others where social and physical distancing of at least six (6) feet may not be possible.
9. Members of the public partaking in cardiovascular exercise, including but not limited to jogging, running, or biking, shall not be required to wear a face covering during the activity. It is recommended that these individuals use increased social distancing as necessary and possible when using public ways.
10. Residents, visitors, and members of the public entering or present at a residential or commercial building complex of greater than two units must wear a face covering while in common areas and communal spaces when social distancing is not possible.
11. A face covering is not required for any person who is hearing impaired, and any person while communicating with an individual who is hearing impaired or who has a disability, medical condition, or mental health condition that makes communication with that individual while wearing a mask or face covering difficult.
12. Children under the age of five (5) years old are not required to wear a face covering, although parents should make their own judgement on such use. A face covering is not recommended for children under two (2) years of age.
13. A person may temporarily remove a face covering when in a business if obtaining a service or product that requires verification of the person's identity or age.

**Penalties:**

The intent of this ordinance is to first and foremost educate and inform whenever and wherever possible. To that end, representatives of the Health Department shall respond to instances of non-compliance with masks and educational materials available. Penalties are a last resort to the enforcement of this ordinance and shall only be used when non-compliance is repeated, considered intentional, and at a potential detriment of others. Penalties for violation of and continued non-compliance with this ordinance shall be first a verbal or written request to comply, followed by a fine in the amount of \$25 for the second offense, \$50 for the third and subsequent offences.

**Effective Date:**

Having held one public hearing on \_\_\_\_\_, 2020, this ordinance shall be effective on \_\_\_\_\_, 2020.

This ordinance shall automatically and immediately terminate without the necessity of further action by the Town of Exeter Select Board if one of the following conditions is met:

1. 61 days have passed following the date on which this ordinance came into effect and the ordinance was not extended or reenacted.
2. The Governor of the State of New Hampshire has declared an end to the COVID-19 State of Emergency.

This ordinance may be rescinded at any time by action of the Town of Exeter Select Board.

IN WITNESS WHEREOF, a majority of the Town of Exeter Select Board have hereunder set their hands.

**TOWN OF EXETER SELECTBOARD**

\_\_\_\_\_

Niko Papakonstantis, Chair

\_\_\_\_\_

Molly Cowan, Vice Chair

\_\_\_\_\_

Julie D. Gilman, Clerk

\_\_\_\_\_

Lovey Roundtree Oliff

\_\_\_\_\_

Daryl Browne

Adopted \_\_\_\_\_, 2020

## Correspondence



# Richie McFarland Children's Center

*Early Supports. Community Connections. Family Strength.*

December 17, 2020

Town of Exeter  
Attn: Russell Dean  
10 Front St.  
Exeter, NH 03833

Dear Russ,

On behalf of the board and staff of the Richie McFarland Children's Center, as well as the children and families receiving support, we thank the residents and town leaders of Exeter for approving the allocation of \$10,000.00 in support of our mission.

We have received both quarter 3 and 4 payments of \$2,500.00 on 10/30/2020 (check number 51916) and 12/4/2020 (check number 00052213) respectively. We are grateful for this affirmation of our critical work in promoting each child's unique potential and right to live his or her very best life.

We wish you a healthy and hopeful New Year!!

Sincerely,

Peggy Small-Porter  
Executive Director

*Town Manager's Office*

DEC 21 2020

*Received*

COPY

December 17, 2020

Stephen P. Foti  
9 Salem Street  
Exeter, NH 03833

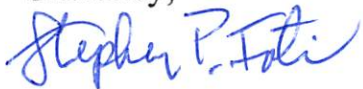
Jay Perkins, *Highway Superintendent*  
Exeter Public Works Department  
13 Newfields Road  
Exeter, NH 03833

Dear Sir:

I would like to commend you for the fine way you responded to my concern today. You returned my call within minutes, and a representative, (Dan), arrived at the site within minutes after that. Once he reviewed the situation, the proper equipment was promptly dispatched to the area and resolved the matter immediately. This was especially impressive since it was in the middle of today's sizable snowstorm, which I'm sure must have been very stressful to you and your department. Bravo for a job well done.

Your immediate and efficient response was a refreshing change in today's day and age when responses to problems or complaints seem to be slow – if at all. Thank you for your fine service to our town. I hope this holiday season finds you and your family healthy and happy.

Sincerely,



Stephen P. Foti

cc: Select Board  
c/o Exeter Town Offices  
10 Front Street  
Exeter, NH 03833

*Town Manager's Office*

DEC 21 2020

*Received*





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

## Transmittal of 2019-2020 New Hampshire Coastal Flood Risk Summary Pursuant to RSA 483-B:22

1 message

Morison, Nathalie &lt;Nathalie.M.Morison@des.nh.gov&gt;

Mon, Dec 21, 2020 at 9:55 AM

To: "wmanzi@seabrooknh.org" <wmanzi@seabrooknh.org>, "koconnor@seabrooknh.org" <koconnor@seabrooknh.org>, "jsullivan@hamptonnh.gov" <jsullivan@hamptonnh.gov>, "fwelch@hamptonnh.gov" <fwelch@hamptonnh.gov>, "townadministrator@hamptonfalls.org" <townadministrator@hamptonfalls.org>, "mtully@northhampton-nh.gov" <mtully@northhampton-nh.gov>, "bbergeron@town.rye.nh.us" <bbergeron@town.rye.nh.us>, "bill.stewart@newcastlenh.org" <bill.stewart@newcastlenh.org>, "kconard@cityofportsmouth.com" <kconard@cityofportsmouth.com>, "ncolbertpuff@cityofportsmouth.com" <ncolbertpuff@cityofportsmouth.com>, "mroy@townofnewingtonnh.com" <mroy@townofnewingtonnh.com>, "mscruton@greenland-nh.com" <mscruton@greenland-nh.com>, "dmoore@strathamnh.gov" <dmoore@strathamnh.gov>, "rdean@exeternh.gov" <rdean@exeternh.gov>, "chutchins@newfieldsnh.gov" <chutchins@newfieldsnh.gov>, "sfournier@newmarketnh.gov" <sfournier@newmarketnh.gov>, "tseligg@ci.durham.nh.us" <tseligg@ci.durham.nh.us>, "adminmadbury@comcast.net" <adminmadbury@comcast.net>, "m.joyal@dover.nh.gov" <m.joyal@dover.nh.gov>, "c.parker@dover.nh.gov" <c.parker@dover.nh.gov>, "admin@rollinsford.nh.us" <admin@rollinsford.nh.us>

Cc: "Beauchesne, Suzanne" <Suzanne.E.Beauchesne@des.nh.gov>, "O'Donovan, Thomas" <Thomas.E.ODonovan@des.nh.gov>, "Diers, Ted" <THEODORE.E.DIERS@des.nh.gov>, "Couture, Steve" <STEVEN.M.COUTURE@des.nh.gov>, "Howard, Kirsten" <Kirsten.B.Howard@des.nh.gov>, Tom Morgan <tmorgan@seabrooknh.org>, Tim Roache <troache@therpc.org>, "Julie LaBranche (jlabranche@therpc.org)" <jlabranche@therpc.org>, Jen Czysz <jczysz@strafford.org>, "Pimental, Kyle" <kpimental@strafford.org>

Good morning Coastal Town/City Administrators and Managers –

On behalf of the New Hampshire Coastal Flood Risk Science and Technical Advisory Panel (STAP), I am pleased to transmit the *2019-2020 New Hampshire Coastal Flood Risk Summary* in accordance with the requirements of RSA 483-B:22.

Enacted in 2016, RSA 483-B:22 directs the Department of Environmental Services (NHDES) to convene representatives of the Department of Transportation (NHDOT), the Division of Homeland Security and Emergency Management (HSEM), the Office of Strategic Initiatives (OSI), and other agencies deemed appropriate to supervise updates to the 2014 Coastal Risk and Hazard Commission STAP report, *Sea-Level Rise, Storm Surges, and Extreme Precipitation in Coastal New Hampshire: Analysis of Past and Projected Trends*, at least every five years.

Beginning in November 2018, the NHDES convened a STAP comprised of representatives from the NHDOT, HSEM, OSI, Fish and Game Department (NHFG), Department of Natural and Cultural Resources (DNCR), Department of Administrative Services (DAS), Rockingham Planning Commission (RPC), Strafford Regional Planning Commission (SRPC), University of New Hampshire (UNH), coastal municipalities, and New Hampshire Coastal Adaptation Workgroup to oversee and contribute to the development of the *2019-2020 New Hampshire Coastal Flood Risk Summary*. The *2019-2020 New Hampshire Coastal Flood Risk Summary* is comprised of two parts, including *Part I: Science* and *Part II: Guidance for Using Scientific Projections*.

Published in August 2019, *Part I: Science* provides a synthesis of the state of the science relevant to coastal flood risks in New Hampshire and includes updated projections of relative sea-level rise, coastal storms, groundwater rise, precipitation and freshwater flooding. *Part I: Science* was developed by a team of scientific advisors from the UNH

and was reviewed by the STAP and an external panel of regional climate experts from the Northeast Regional Climate Center at Cornell University, Massachusetts Institute of Technology, Purdue University, Rutgers University, U.S. Geological Survey, HydroAnalysis, Inc., and the National Oceanic and Atmospheric Administration. An electronic copy of *Part I: Science* is available online at: <https://scholars.unh.edu/ersc/210/>.

Published in March 2020, *Part II: Guidance for Using Scientific Projections* provides science-based and user-informed guiding principles and a step-by-step approach for incorporating the updated coastal flood risk projections from *Part I: Science* into private, local, state, and federal projects, including planning, regulatory, and site-specific efforts. *Part II: Guidance for Using Scientific Projections* was prepared in partnership with the STAP, UNH, and NHDES and underwent public review throughout September 2019. An electronic copy of *Part II: Guidance for Using Scientific Projections* is available online at: <https://scholars.unh.edu/ersc/211/>.

Together, Part I and Part II of the *2019-2020 New Hampshire Coastal Flood Risk Summary* provide a framework intended to help decision-makers:

- Select and plan for relative sea-level rise (RSLR) estimates that range from 1.3-2.3 feet by 2050, 2.9-6.2 feet by 2100, and 4.6-11.7 feet by 2150, under the assumption that global greenhouse gas concentrations will stabilize by the end of the Century. Higher RSLR estimates are advised should decision makers prefer to assume that global greenhouse gas concentrations will continue to grow through 2100 and that the rate of ice mass loss from Antarctica will accelerate even more rapidly;
- Adjust current coastal storm surge depths and extents, and augment existing floodplain management and protection standards to account for RSLR;
- Assess risks associated from increasing groundwater levels which are projected to rise as a percentage of RSLR up to 3 miles inland from the coast;
- Account for projected increases in extreme precipitation by multiplying present-day extreme precipitation rainfall estimates by at least 15%; and
- Identify and evaluate adaptation options to minimize coastal flood risks.

It is important that decision makers recognize that RSLR, coastal storms, RSLR-induced groundwater rise, extreme precipitation, and freshwater flooding pose an increasing threat to New Hampshire's public health and safety, public and private structures and facilities, livelihoods and economies, and natural, historic, and cultural resources. Proactive planning for these coastal flood risks is essential to save lives and money, sustain quality of life, mitigate crises and conflict, and avoid the degradation of New Hampshire's most vulnerable coastal areas.

I invite you to share these reports with your staff as appropriate and to please contact me with any questions.

Respectfully submitted,

**Nathalie Morison DiGeronimo, CFM**

Resilience Project Manager

12/21/2020

Town of Exeter, NH Mail - Transmittal of 2019-2020 New Hampshire Coastal Flood Risk Summary Pursuant to RSA 483-B:22

Coastal Program

Watershed Management Bureau, Water Division

NH Department of Environmental Services

222 International Drive, Suite 175

Portsmouth, NH 03801

(603) 559-0029

nathalie.morison@des.nh.gov



## 2021 Select Board Meeting Dates

1/4/2021

1/19/2021 TUES. Bond/Budget Hearing  
Post Warrant & Budget Deadline

1/25/2021

1/30/2021 SAT. Deliberative Session

2/8/2021

2/22/2021

3/8/2021

3/9/2021 TUES. Town & School Elections

3/22/2021

4/5/2021

4/19/2021

5/10/2021

5/24/2021

6/7/2021

6/21/2021

7/12/2021

7/26/2021

8/9/2021

8/23/2021

9/13/2021

9/27/2021

10/4/2021

10/18/2021

11/8/2021

11/22/2021

12/6/2021

12/20/2021