

Select Board Meeting
Monday, August 2nd, 2021, 6:50 p.m.
Nowak Room, Town Offices
10 Front Street, Exeter NH 03833

Meeting in the Nowak Room at the Town Office Building. For virtual access, see instructions below.

Watch this meeting on Channel 22, or EXT V Facebook <https://www.facebook.com/ExeterTV>, or YouTube <https://www.youtube.com/c/ExeterTV98> .

To access the meeting via Zoom, click this link: <https://exeternh.zoom.us/j/83861078439>

To access the meeting via telephone, call +1 646 558 8656 and enter Webinar ID 838 6107 8439

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 or 603-418-6425 with any technical issues.

AGENDA

1. Call Meeting to Order
2. Board Interview – Conservation Commission
3. Bid Opening – Salem Street Utilities Project (7:15 pm via Zoom)
4. Public Comment
5. Proclamations/Recognitions
 - a. Proclamations/Recognitions
6. Approval of Minutes
 - a. Regular Meeting: July 19th, 2021
7. Appointments
8. Discussion/Action Items
 - a. CDBG Public Hearing: Icey Hill Cooperative
 - b. Swasey Parkway One-Way – Second Reading Town Ordinance Amendment
 - c. Mobile Vending – Second Reading Town Ordinance Amendment
9. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Select Board Committee Reports
 - e. Correspondence
10. Review Board Calendar
11. Non-Public Session 91 A 3 2 d
12. Adjournment

Niko Papakonstantis, Chair
Select Board

Posted: 7/30/21 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

Board Interviews

11/11/11

11/11/11



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

8/2/21
6:50 pm
confirmed

Statement of Interest Boards and Committee Membership

Committee Selection: Conservation Commission

New

Re-Appointment

Regular

Alternate

Name: Thomas J Patterson Email: tom.patterson@alumni.upenn.edu

Address: 2A Stonewall Way, Exeter, NH Phone: 978.518.9138

Registered Voter: Yes No

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

I have lived in Exeter since 2017, adjacent to the Oaklands Town Forest, where I spend considerable time recreating on foot and bike, as well as helping with volunteer trail maintenance and periodic clean-up of debris and litter. I also frequent the Highlands Conservation area. I am a volunteer hiking and cycling trip leader/guide having organized 100+ group cycling and hiking events across NH, Mass and Maine. Previously I have conducted river and lake water surveying and fish counting I am an avid outdoorsman am eager to contribute to the stewardship of Exeter's abundant conservation land.

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

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

After submitting this application for appointment to the Town Manager:

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

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

Signature: Thomas J Patterson Date: July 16, 2021

To be completed by Select Board upon appointment:

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

Bid Opening

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager *MM*
RE: Bid Opening
DATE: August 2nd, 2021

The Salem Street Utilities bid opening on August 2nd will be conducted virtually by Hoyle Tanner. HTA will attend the meeting via Zoom, and will open bids at 7:15 pm. The Town has been working with virtual bidding in an effort to enhance the number of bidders on projects. At last count the Salem Street project had 11 sets of plans distributed to potential bidders.

Proclamations/Recognitions

Minutes

**Select Board Meeting
Monday July 19, 2021
7 PM
Nowak Room, Town Offices
Draft Minutes**

1. Call Meeting to Order

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

2. Public Comment

- a. Andrew Eliot of 42 Washington Street spoke about the safety improvements he'd like to see on Washington Street. The Police Department did a speed survey on this street, and found that there were 2,400 cars passing through per day, with a max speed of 49 MPH, while it's a posted 25 MPH limit. The 50th percentile was 24 MPH, so 1,200 cars were faster than that. He would like the town to put in some traffic calming features, such as chicanes or a choker. He's been working with Jennifer Perry of the DPW, but hasn't yet seen progress. They should also take down some of the old trees and put in new ones. He would like to see sidewalks there, but it's not within the existing budget, so he started a Citizens Petition to raise and appropriate \$268,000 for sidewalks, tree work, and traffic calming. Mr. Papakonstantis said this could potentially be part of the 2022 Town Warrant; he would like to put this issue as an agenda item for a future meeting.

3. Proclamations/Recognitions

- a. Mr. Papakonstantis acknowledged the Exeter Junior Baseball 9 and 11 year old All-Stars, who are now in the regionals and will be competing with other states.

4. Approval of Minutes

- a. Regular Meeting: July 12, 2021

MOTION: Mr. Browne moved to approve the minutes of July 12, 2021 as presented, Ms. Oliff seconded. All were in favor.

5. Appointments

- a. There were no appointments made at this meeting.

6. Discussion/Action Items

- a. American Rescue Plan Act Funds

Doreen Chester, the Town Finance Director, discussed the American Rescue Plan Act Funds. These are unanticipated funds of \$1,603,113 from the State level. She applied for them using the State portal at the end of June, but she's heard that no one has yet received them. These funds can be used for improvements to anything affected by Covid, such as ventilation, water, or sewer infrastructure. They need to report what they're spending it on starting in October

2021. The deadline for using the funds is December of 2024. They will receive half of the funds this year, in an \$830,000 tranche, and the other half next year. Mr. Browne asked if they could use it on the Siphons project, and Ms. Chester said yes, but she will look into whether they can keep and use other money they may get for that project. Mr. Dean said they should look at CDS requests, and hold this spending until that's resolved. Mr. Papakonstantis asked if the deadline for use is 2024 or 2026, and Ms. Chester said she thinks 2024, but she will look into it.

MOTION: Ms. Oliff moved to accept \$1,603,113 in American Rescue Plan Act funds as unanticipated revenue. Ms. Cowan seconded. All were in favor.

b. Swasey Parkway One Way - First Ordinance Reading

Mr. Papakonstantis said last week, the Swasey Parkway Trustees joined the Select Board meeting, and they discussed the reopening of Swasey Parkway. It was closed to vehicular traffic in Spring 2020, and the closure has been reviewed many times since then. With the Governor's Emergency Order in effect, the Select Board had the authority to close it; the order was no longer in effect in June, but they extended the closure to allow them time to discuss it further. They talked about public safety, since a sudden opening to vehicular traffic would be a concern, and currently it is closed through Friday. He spoke with counsel last week about closing the Parkway to vehicles in one way. Counsel said that was within the Select Board's authority. To make a roadway one-way, they must have three public readings, which would be tonight, August 2, and August 16. Mr. Papakonstantis suggested that the Board should consider keeping the Parkway closed to vehicular traffic at least through the Friday after the third public reading, or through Labor Day. Counsel said that this closure would be within their authority, since it is temporary and due to public safety.

Ms. Cowan read the changes:

Amend chapter Three of the Exeter Town Ordinances, One-Way Streets and Traffic Circles, as follows:

Add to 301 One-way streets, "Swasey Parkway northerly from Water Street entrance to exit on Water Street."

Mr. Papakonstantis asked for public comment.

Susan Drinker of 26 Franklin Street said making it one-way negates the safety of having a closed parkway. The community has enjoyed this space during the closure. Is it possible to have a warrant article for a permanent closure? As discussed by the Trustees, they could have a pull-in on the North side to make it more accessible. Mr. Papakonstantis said that since the Emergency Order has been lifted, the Board only has the authority to keep it closed short-term. The Trust has specific language, so the Select Board does not have the authority. The issue could be brought before the voters in March. This at least allows vehicular traffic to continue, but also allows people to continue using it. The Board will continue to work on it.

June Favray of 10 Chestnut Street said people of all ages have enjoyed it. She quoted the Master Plan to support the closing of Swasey Parkway.

Anne Surman of 14 Cullen Way asked about the timeline, and how binding a Citizens Petition would be. How does that work against the Trust that says it's a parkway? Mr. Papakonstantis said this is the first of three readings. They can close it on a short-term basis for public safety. If there is a warrant article to close it permanently, it would go to probate court. He's not sure about the process with a Citizens Petition.

Mr. Papakonstantis brought the discussion back to the Board.

Ms. Cowan said she has long wanted to make this a more inclusive park, and started talking about closing it to traffic in 2018, so she's excited to have this conversation. She believes the Trust intended for people to enjoy the park. There are some questions about access and accessibility, so they have to consider how to make that happen. She added that its closure doesn't hurt traffic, since there's a road that goes alongside.

Ms. Oliff said she's always been a fan of having the Parkway closed off. In terms of the language of the Trust, they should have someone go back and translate what "recreational vehicle" meant in 1924. A vehicle going over 30 MPH was probably not the intention.

Mr. Dean said the discontinuance of the road would take a Town Meeting vote. Since 1979, the Select Board has had the authority to terminate the Trust at its discretion. That's what led to the MOU between the Swasey Trustees and the Select Board. Ms. Cowan asked if that would eliminate the Board of Trustees as well, and Mr. Dean said Town Meeting created them, but dissolving the Trust would probably de facto eliminate them. Mr. Browne asked why they didn't eliminate the Trustees in 1979, and Mr. Dean said he didn't find a reason in the records. Mr. Papakonstantis asked how they would terminate the Trust, and Mr. Dean said he would have to look into it.

MOTION: Ms. Cowan moved to extend the closure of Swasey Parkway to vehicular traffic through Monday September 6, 2021. Ms. Oliff seconded. All were in favor.

c. Epping Road/Brentwood Road Intersection

Town Planner Dave Sharples, and Stephen Haas and Todd Clark of Hoyle Tanner, were present to discuss the changes to the Epping Road/Brentwood Road intersection. Jason Plourde from VHB was present remotely via Zoom.

Mr. Sharples said that at the last discussion, he was asked if there would be any repercussions to reconstructing the intersection. He discussed the process they went through, which followed the Local Public Agency (LPA) manual for the development of projects by NHDOT, which describes the procedures for implementing projects that receive grant funding. There is a public meeting component, so they followed the LPA manual and held a local concerns meeting, and a few of the direct abutters came. This led to the development of a Purpose and Needs statement. Identified Alternatives are measured by their

ability to meet the Purpose and Need. They didn't know of any impacts beyond direct abutters at that time. They came up with two alternatives to get pedestrians safely across the intersection; one alternative, the one they went with, changed the traffic patterns. Mr. Sharples asked VHB to send a flyer to those affected by the project, which was sent to 112 property owners via regular post, not certified, which would have cost \$755 and wasn't a requirement. There was also a social media campaign, a survey, and they knocked on doors. Attendees expressed strong support for the reconfiguration of the intersection. They had five comments on social media, four of which expressed support for option 2 (the one that was constructed). They talked about it at televised meetings. They received comments from one Select Board and one Planning Board member, and both preferred option 2. It was sent to Police and Fire, and they either had no preference or preferred option 2. There was a neighborhood meeting after the public forum, and he was told that there were some concerns/questions but he didn't receive correspondence. They followed the process and went above and beyond to solicit feedback. The town did not receive one comment in favor of option 1. If this process was insufficient, the town should consider adopting a policy on public engagement that staff can follow in the future.

Mr. Sharples said he spoke with NHDOT and explained the situation. They said that since there was another option, they would re-present the multiple alternatives, and if the result is the same people preferring option 2, the process would be over. If option 1 became the preferred alternative, it would go through the same review process with a public input session and the NEPA process. They could move ahead with construction, assuming they could secure the necessary right of way - he's not sure they could. They needed 16 easements for this project, and had to have property owners agree to that. The DOT said if the town went through this process, they would not seek reimbursement on the funds the town already spent, which are about \$200,000. If they do not go through the process, they must pay that back. The DOT will not participate in any funding for the new process, it would be at the town's expense. Hoyle Tanner estimated that the new process would cost \$245,000 - \$250,000.

Mr. Papakonstantis asked if going forward with option 1 would be solely on the town of Exeter, and Mr. Sharples said yes. Without the NEPA process, it would be a couple hundred thousand plus the reimbursement, so it would be cheaper to follow the process. Mr. Papakonstantis asked how long that would take, and Mr. Sharples said the x factor is the right of way. It took many phone calls, knocking on doors, etc to get those easements. It would take at least 18 months. It's been three years for this project since the public meeting. The Federal grant process is very detailed and each step takes time. Mr. Papakonstantis asked about the funding, would that amount have to go on town warrant? Mr. Dean said yes, at that magnitude of expenditure. Mr. Papakonstantis asked if the town did anything other than leaving it alone, did Mr. Sharples think this would affect future grants for the town? Mr. Sharples said he would hope not, but he doesn't know. If you don't perform on grants, such as

getting a grant and not spending the funds, it will affect the evaluation of future applications, but he doesn't know if this situation is analogous.

Ms. Oliff asked if they can do anything pre-emptively to get a better read on the larger population that lives in that area. She wants to do more footwork and get a larger opinion. Mr. Sharples said he's not sure. There are thousands of people who use that intersection every day. Ms. Oliff said acting either way will cost a lot of money, and Mr. Sharples pointed out that letting it sit will not cost money. Ms. Oliff said she doesn't want to take action and then repeat this process with a different set of people.

Mr. Sharples said former Police Chief Shupe preferred the reconfiguration due to accidents there. Crash data was taken from the intersection to determine if there were any crashes, and between Jan 2010 and May 2021, there were 55 accidents resulting from the intersection, 12 resulting in injury. Since the implementation, there have been no reported motor vehicle accidents. There was an average of 5 accidents per year, which was the third highest crash rate intersection in town. The new design is safer from a vehicular and pedestrian standpoint.

Mr. Papakonstantis asked if there are any short-term changes to mitigate the issue. For example, at Brentwood Road, could there be a stop sign? Mr. Sharples said they could add a stop sign if people aren't being courteous. He asked Paul Vlasich, the Town Engineer, about this, and he pointed out that they don't yet have striping or permanent signs, so they should complete it and let it work, then if they found they needed a stop sign to add it later. Mr. Papakonstantis asked if putting a stop sign there would be unsafe, and Mr. Sharples said any time you slow traffic down it's safer. Mr. Papakonstantis asked if they could have the Town Engineer and Highway Department look at the intersection overall to see if they could tweak it to improve it. Mr. Dean said they could certainly ask.

Mr. Browne asked if there are questions about past grants in a grant application. Mr. Sharples said when the DOT gives you grants, they expect you to spend the money in a timely manner. Most money is funneled through them as a State agency, but ultimately it's from Federal money, so the State has to show that it's spent. The State is looking for towns which perform in a timely manner. The application itself doesn't ask about past performance, but they know that information. Mr. Browne asked if there is another source for this funding, and Mr. Sharples said he goes everywhere there's money, if it fits with a project within the Master Plan. Usually it's through Transportation Alternatives funding. It's all about pedestrians and bicycles, not about cars. They were reluctant to even fund the intersection; he had to prove that it was for pedestrian safety.

Mr. Papakonstantis opened the discussion to public input.

Mark Rollick of 46 Columbus Ave said that in the minutes of the last meeting, there was a lot of focus on traffic studies. If the change was done for pedestrians, was there a pedestrian study? How many people are walking and crossing in that area? Mr. Haas said no specific pedestrian count was done, but

video data was collected. There were a few pedestrians in the area, but the sidewalk was disconnected. The scope was to do a traffic study. Mr. Rollick asked what the advantage would be to waiting to put a stop sign on Brentwood Road. Mr. Papakonstantis said he asked Mr. Sharples to do that now, as there's no reason to wait. Mr. Rollick said if they put in a stop sign, they could see if that helps. It's very difficult to exit Columbus and it's not even the busy traffic season. The south end of Columbus is also very difficult to go through, with the increased traffic on Winter Street since the change in traffic pattern. Mr. Sharples said in the traffic impact analysis, they assumed most people would go to Winter Street. The engineers felt that the most unsafe way to access that intersection was from Columbus, and they were taking those people away. It's safer to enter from Winter Street. It doesn't solve that intersection, but felt they were improving it. Paul Vlasich has been studying that intersection as part of the intersection improvement program, and they're exploring options.

Christine Paccito of 64 Columbus said she got stuck on Columbus for 3.5 minutes the other day because a tractor trailer blocked Columbus. Trucks are using Winter and Washington instead of Columbus, and she doesn't think they're the right class of road for those trucks. The roads are too narrow, almost down to one lane. Pedestrians and kids were always on Winter, Spruce and Washington, now all the traffic is on those streets. Mr. Haas said he spoke with Paul Vlasich, who said that all three streets (Winter, Columbus, and Washington) are town collector roads, so they all have the same rating. Mr. Dean said that if a truck is making local deliveries, it's not counted under the allowed weight rules. Mr. Papakonstantis asked if there would be any follow-up study, and Mr. Sharples said there's no pedestrian or bicycle counter mechanism, he would just have to sit in a car and count. The reason behind the sidewalk was that the Planning Board just before he came on board required a developer to build 300 feet of sidewalk at 80 Epping Road, which was called a "sidewalk to nowhere". People were asking for a crosswalk to get to Great Bay Kids, and it was unsafe to have a mid-block crossing on a non-signalized 35 MPH road. There are new residents behind Aroma Joes. They could do a study, but how many pedestrians would be enough to justify it?

Selena McIntire of Arbor Street said she had a near-miss at the Columbus intersection since the change. Double-sided parking on Winter Street is scary, so they should take parking down to one side of the street. This has to be done before winter happens. Regarding public notices, they only tried to get it to direct abutters; she lives on Arbor Street, but this affects her. They should send notices town wide for anything that might affect a traffic pattern.

Debra Vasconcellos of 22 Spruce Street said this was done for pedestrians, but she walks around all that area and she's never had difficulty getting across Columbus or Epping. Just last week, she saw two misuses of the intersection with people taking a u-turn around to Columbus. Once school starts, busses are going to be challenged to turn there. That's been a dangerous intersection, and it sounds like Mr. Sharples made a genuine effort, but this

intersection affects a large part of this town, and it would have been important to get this info out. On Spruce Street, there are disabled children, and traffic has increased. It's creating havoc. She doesn't see the intersection being safer. It's more dangerous at that intersection and in the community around the intersection. Mr. Haas said regarding school buses, they designed the features so that school buses and fire trucks can make those movements comfortably, although they will have to use both lanes. Larger vehicles would have to use more of the intersection space.

Jim Christiansen of 57 Washington Street said there has been a traffic increase on Spruce and impacts on other streets. Were there traffic counts on Spruce? Spruce and Washington should have a three-way stop. Mr. Haas said there was no count done on Spruce Street. They had a volume of Columbus to Brentwood Road, and saw 4 cars per hour, but it sounds like there are more cars than projected. The count was done in August, and was done on the best available local data and surrounding towns. Acquiring seasonal traffic data is costly. For a project with a safety goal, it was not part of the scope. A recent corridor study evaluated data in the area, and found that traffic in the area did not fluctuate much. Mr. Papakonstantis said picking August just before school starts was not the best time. Mr. Haas said it was the time in the project when the study was ready to be done.

Ms. Oliff said she's hearing recommendations from the public to put in stop signs. Mr. Sharples said he can carry forward the idea of a stop sign at Washington and Spruce to the DPW to evaluate. The Brentwood Road stop sign could be done immediately. Mr. Papakonstantis asked if someone from DPW could attend the next meeting.

Rob Ficara of 6 Columbus Avenue said the car count showed 4 cars on Columbus Avenue turning left on Brentwood, but at what time? Mr. Haas said 4 - 6 PM. Mr. Ficara said regarding the intersection at Columbus, Winter, and Railroad, he sent a letter to Mr. Clement of the Select Board and Mr. Dean in 2017 expressing his concerns, and another letter three months ago. For traffic to be funneled into that intersection is irresponsible. Where the cannon is, they should put in a rotary. He and Ms. Cowan went around the neighborhood door to door in 2018, and Ms. Cowan moderated a meeting of all neighbors. There were about 20 people at that meeting, and the neighbors were opposed to this happening. At the end of the meeting, they were told these concerns were going to be brought to Mr. Sharples' attention. Mr. Sharples acknowledged that he was told there was a meeting, but he didn't hear what the people said, just that they had questions and concerns. Mr. Ficara said little attention was paid to how many pedestrians use that area. The length of the crosswalk is 67 feet. If people are trying to cross that street, they will get stuck in the middle, trapped on the island. They will have to wait 18 months to make those people safe. What procedure decided that four stripes of paint for a crosswalk was not a better idea than \$250,000 to change the intersection? It closed off traffic to the bowling lanes but more importantly sent people to these other streets. If they're putting the

reconstruction to a vote, voters won't have the full picture, so they might as well forget it. This is about safety in our neighborhoods.

Martin Mulray of 105 - 107 Washington asked if a pedestrian has ever been hit at this intersection. They heard that they took the length of buses into consideration, but a flatbed truck isn't going to make it through that intersection. There's a pole in the middle of the island, where pedestrians are supposed to be standing, so a truck will pin people against the pole or they will have to get off the island. The island is 80 feet up Brentwood. A stop sign at the intersection won't do anything for Washington, which is dangerous. The sewer work on Washington was only half repaved, so everyone driving down the street rattles the buildings. He's asking the Board to reconsider this intersection.

Sandra Angelone of 84 Washington Street said there are no sidewalks on Washington Street, and drivers are irritated and drive like it's a highway. At the intersection from Brentwood to Epping, even a resident truck positioned on the left blocks visual access for the person on the right. The new angle makes it worse. Cars are so aggressive there, she doesn't see how pedestrians are getting access.

Keith Kondrat of 49 Winter Street said that Winter Street has taken the brunt of this redesign. Was there a study for the Winter/Columbus/Railroad intersection? Mr. Haas said they had data from the Police Department on this intersection. Mr. Kondrat asked that they do not make Winter one-way. Residents park across from each other purposely so that cars don't fly down the road. There's a backup at 5:30 every day. He suggested that spending \$700 to send public notices via registered mail would have saved \$250,000.

Anne Surman of 14 Cullen Way asked if the Select Board would vote to reconstruct that intersection. Is the stop sign option going to weigh in? Before the reconstruction, no one ever read the sign that said "do not block intersection". There was plenty wrong with the intersection prior to that construction. No bit of detail was not performed by the Town Planner. They all get tax bills not sent by certified mail. Taxpayers will be paying for this huge amount of money to go back to this process. It's not just about that intersection, it's also about the people who pay the bills. She thinks they should finish this work and get a stop sign in there before taking next steps.

Leslie Haslam of 15 Columbus Avenue said she's lived on Columbus for almost 40 years. The intersection was messy, but she felt safer before than now. She's hoping that the stop sign on Brentwood Road will be installed right away. Is there a way to deconstruct and paint and not have it be \$250,000? She would like to have more consideration of that number. Regarding the Winter/Columbus/Railroad intersection, how can they move that forward and make sure they're all included? It's way more dangerous there now. They should find a process to pull residents in and do that one correctly the first time.

Andrew Elliot of 42 Washington Street said seen people still turning left onto Columbus. There's a sign that says no U-Turn but people are doing it.

There's only 3 feet of concrete, he could take a saw and cut it off for less than \$250,000.

Mr. Papakonstantis brought the discussion back to the Board. He said that for short-term actions, Mr. Sharples will follow up with DPW about a Brentwood Road stop sign. Mr. Dean will reach out to Public Works about a possible three-way stop sign at Spruce and Washington. Mr. Vlasich will look at any possible improvements that could be made. As Ms. Oliff suggested, they should reach out again to other folks in the area. Mr. Sharples said he'd want to be clear who they need to get involved, how many people or what area. Mr. Papakonstantis said it affects the entire town. This is an ongoing problem for town government, they send out a notice and people don't show up. They've tasked the communications committee with finding ways to get more representation. Everyone has valuable input, and no one is wrong. They have to look at what the options are and consider what the engineers say. Public safety is the number one priority. The traffic study should have been done differently, and they can learn from that. They can take small but important steps to improve, and continue the conversation.

Ms. Oliff said the town should contact SAU 16 so they're aware of the change in bus routes and can do a test run prior to the start of school. Mr. Sharples said DPW sends out notifications and they're on this list, but he can make sure that they're contacted.

Ms. Cowan said she wasn't going to vote on any proposal because she lives on Columbus, but they should do something for the other roads impacted to make them safer.

Mr. Browne suggested they could set up a survey on the website to get more input about this intersection.

Mr. Papakonstantis said he'd like the DPW to address the issue at a future meeting. Mr. Dean said he can check with the Department on timing. For the survey, they should start with Mr. Sharples. Mr. Browne discussed potential survey questions. Mr. Sharples said no data they track indicates that it's unsafe. Road traffic will keep increasing. People would say it's been steadily increasing for years. These are connector roads to other development, so the increase is independent of this intersection. He can try to devise some questions, but how reliable and significant will that data be? They can already look at crash data over time. There's been a Complete Streets proposal in the CIP for several years; this study would help to make the roads safe for everyone. Mr. Browne said quantitative data would say that slowing everything down will improve safety. Mr. Sharples said this reconfiguration did slow down traffic. Before, drivers didn't have to stop before taking a left. This intersection has its crashes, and a pedestrian and a cyclist were injured. There have been no crashes in the two months since the reconfiguration. Time will tell if it's safer. Mr. Browne said they can rethink this traffic pattern or they can enforce better traffic behavior.

Rob Ficara of 6 Columbus Avenue asked if they need to finish out the contract with the engineers and construction company, since they have a Town

Engineer and Highway Department that could do some of this work. Mr. Sharples said yes, they're all contracted.

d. **Mobile Vending - First Ordinance Reading**

Mr. Dean said as a follow-up to mobile vendor changes that the Select Board voted on previously, changes to Town Ordinance must be adopted.

Ms. Cowan read the changes to Chapter 8 of the Town Ordinances:

Add: 802: "and Mobile Vending"

Change: 802.2 c. "Board of Selectmen" to "Select Board"

Change: 802.3 "Board of Selectmen" to "Select Board"

Delete: 802.3 c. "and fax numbers"

Add: 802.3 k. "Vendors, Hawkers, Peddlers, Solicitors, and other Itinerant Vendors and Door-to-Door Solicitations and Canvassing" "OR"

802.3 l. "a non-refundable Mobile Vendor Town House Common Permit Fee of \$1,200.00 per calendar year (or prorated monthly), payable at the time of application." "OR"

802.3 m. "a non-refundable Mobile Vending outside of WC & C1 Downtown Districts Permit Fee of twenty-five (\$25) dollars per day, one hundred (\$100) dollars per week, or two hundred fifty (\$250) per year or any part thereof, payable at the time of application."

Change: 802.4 A. "Board of Selectmen" to "Select Board"

Change: 802.4 A. 3. "Chief of Police or designee" to "required Town Departments"

Change: 802.4 B. "Board of Selectmen" to "Select Board" (3 times), "Chief of Police or designee" to "required Town Departments"

Change: 802.6 "Board of Selectmen" to "Select Board" (2 times)

Change: 802.7 "Board of Selectmen" to "Select Board"

Add: 802.9 C. "Motor Vehicle Vendors"

1. Mobile Vendors shall not conduct their mobile vending business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicles;

2. A vendor selling from a mobile vending unit shall not stop, stand, or park their mobile vending unit upon any public location, public parking space or public street for the purpose of selling under any circumstances, except through the acquisition of a Mobile Vending Permit and/or by the parking ordinances of the Town unless specifically authorized to do so by the Select Board or designee.

3. Mobile Vendor is responsible for removal of their own trash.

4. Mobile vending units approved signage and garbage receptacles must be removed daily.

5. *Dumping of grease, oil or greywater is strictly prohibited.*
6. *Mobile Vending Permits must be applied for at least two (2) weeks prior to the approved start of business at the permitted location. Blackout dates may apply due to special event scheduling.*

Additional Specifications Related to Town House Common Mobile Vending

7. *Unless otherwise approved by the Select Board or designee, mobile vending will be limited to six (6) designated spaces in the public parking lot abutting Town House Common. Parking on greenspace is prohibited;*
8. *Unless otherwise approved by the Select Board or designee, mobile vending in the Town House Common public parking lot will be allowed year-round January 1 – December 31 of the calendar year, specified on the approved permit, Sunday through Tuesday from 7:00 am to 9:00 pm, Wednesday from 7:00 am to 4:00 pm, Thursday through Saturday from 7:00 am to 9:00 pm.*
9. *Signage will identify designated spaces as reserved for mobile vendors, and will refer potential automobile parking patrons to a website page for access to the schedule of reserved mobile vending dates and times. Violators will be towed at the owner's expense."*

Mr. Browne expressed concerns about outdated language in the rest of the ordinance. Mr. Dean said they could change it with another reading; he mentioned that the language can sometimes be reflective of the State RSA.

7. Regular Business

- a. **Tax Abatements, Veterans Credits and Exemptions**
 - i. There were no abatements considered at this meeting.
- b. **Permits & Approvals**
 - i. There were no permits or approvals considered at this meeting.
- c. **Town Manager's Report**
 - i. The Meals and Rooms tax estimates have come in. FY 22 increased by \$268,000, which is good news, but on the negative side the town won't get the general revenue sharing of \$158,990.
 - ii. From Primex, there was a notification that they will receive a premium holiday. This will be a refund of \$44,000 for property liability and \$90,000 for Worker's Comp. This could be applied to next year's premium or issued in a check. He would prefer a check.
 - iii. The Bond issue for Salem Street and the Lagoon cleaning came in at a true interest cost of 1.94%, which is great news.
 - iv. Greg Bisson and Doug Eastman went down to Swasey Parkway and looked at the electrical boxes. They are code compliant, but there are some lock issues, which they will fix. Keys will be held by Parks & Rec.
 - v. HB79 is a new law for Health Officers: they must meet with the Select Board once a year on public health threats, and give a report to the State.

- vi. The new Police Officer Nicholas Patterson will be sworn in August 9th at 9 AM.
- vii. There is a Palmer and Sicard open house on July 21st, and Board members are welcome
- viii. Police National Night Out is on Tuesday Aug 3 on Swasey Parkway.
- ix. Public Works sent a letter to DES asking them to extend the timeline on Pickpocket Dam by 2 years.

d. Select Board Committee Reports

- i. Ms. Oliff had no report.
- ii. Ms. Cowan said there was a Planning Board meeting last Thursday, but she was not able to attend. At that meeting, there was a continued hearing on the Griset property on Cullen Way, and another 12 single-family open space development off Watson road.
- iii. Mr. Browne missed the Facilities meeting, but heard they discussed the Public Safety Complex Design selection, initial assessment.
- iv. Mr. Papakonstantis attended the River Advisory Committee, where Town Engineer Paul Vlasich gave an update on Pickpocket Dam.

e. Correspondence

- i. Several emails on Swasey Park and the Brentwood Road intersection.

8. Review Board Calendar

- a. The next meetings are August 2nd, August 16, Aug 23, September 13.

9. Non-Public Session

MOTION: Ms. Cowan moved to enter into non-public session under RSA 91-A:311(a) and (c). Mr. Browne seconded. In a roll call vote, all were in favor and the meeting went into non-public at 9:49 PM.

10. Adjournment. The Board emerged from non public session. Selectwoman Cowan moved to seal the minutes, seconded by Selectman Browne. The Board voted to seal the minutes 4-0. Selectwoman Cowan moved to adjourn, seconded by the Selectman Browne. The Board stood adjourned at approximately 10:20 pm.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Board/Committee Appointments/Resignations

[Faint, illegible text]

[Faint, illegible text]

FROM THE DESK OF
David Wold

July 23, 2021


Connor Barry
Chair
Exeter Communications Advisory Committee

Dear Connor,

After attending last night's meeting, I have decided not to continue as a committee member. I apologize for such a brief tenure - I know that's not what any of us would have wanted.

Please let the committee know that I appreciate the time and energy they've put into this important work and wish them success as they move forward.

Best Regards,


David Wold

Icey Hill Cooperative CDBG Public Hearing

Posted in the following 3 public posting places (website can count, newspaper cannot):

Exeter Town Website

Exeter Town Hall

Exeter Town Office Building

By: Pam McElroy Date: 7/16/21

Signature: Pamela A. McElroy

TOWN OF EXETER
Public Hearings Notice
Community Development Block Grant Project

The Exeter Select Board will hold two consecutive Public Hearings on Monday, August 2, 2021 at 7:00pm in the Nowak Room at the Town Offices, 10 Front Street, Exeter, New Hampshire for a proposed Community Development Block Grant application to the New Hampshire Community Development Finance Authority (NHCDFA). Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for Public Facility and Housing Projects, up to \$500,000 for Economic Development Projects, and up to \$350,000 for Emergency Activities that directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants. The purpose of the hearings are public comment on the following:

1. The progress of the Icey Hill Cooperative sewer connection into the municipal system CDBG project. Icey Hill is a 15 unit manufactured housing cooperative located at Deep Meadows Lane in Exeter.

2. NH CDFA has made available a Gap Financing pool set aside of approximately \$900,000 for projects financially impacted by increased costs due to COVID-19. \$71,000 of Gap funds have been requested for project costs increases on the Icey Hill project due to COVID-19.

For persons with special needs, provisions can be made by contacting Pam McElroy at the Exeter Town Office via telephone (773-6102) or mail, at least five days prior to the public hearing.

Exeter Select Board
10 Front Street
Exeter, New Hampshire 03833
(603) 778-0591

Swasey Parkway One Way – Town Ordinance Amendment

EXETER TOWN ORDINANCES AMENDMENT – CHAPTER THREE

Chapter Three of the Town of Exeter Town Ordinances, One-Way Streets and Traffic Circles, is hereby amended as follows:

Add:

301 One – Way Streets

Add the following to the table of one-way streets

“Swasey Parkway Northerly from Water Street entrance to exit onto Water Street”

Signed this _____ day of _____, 2021

Exeter Select Board

Niko Papakonstantis, Chair

Molly Cowan, Vice Chair

Julie D. Gilman, Clerk

Lovey Roundtree Oliff

Daryl Browne

Effective Date: _____

First reading: 7/19/21

Second reading: 8/2/21

Third (final) reading:

Adoption Date: Effective Date:.

CHAPTER 3 ONE- WAY STREETS AND TRAFFIC CIRCLES

301 One – Way Streets

It shall be unlawful for any person to operate a motor vehicle on the following streets, highways or public ways except in the direction indicated by signs or signals or under the direction of a police officer.

Clifford Street	Northerly from Bow Street to Franklin Street
Franklin Street	Southerly from Clifford to South Street
Gill Street	Northerly from Linden to Front Street
Hall Place	Northerly from High Street for a distance of 93 feet
Kossuth Street	Northerly from Front to Garfield Street
Park Street	Westerly from B&M bridge to Oak Street
Spring Street	Northerly from Front Street to Water Street
Spruce Street	Easterly from Columbus Avenue to Winter Street
Tan Lane	Southerly from Main Street to Front Street
Water Street Municipal Parking Lot	Northeasterly onto Water Street.

302 Traffic Circles

A vehicle passing around a rotary traffic island shall be driven only to the right of such island.

302.1 The following areas shall be subject to the provisions of Section 302 of this Chapter.


The Exeter Bandstand

310 Penalties

A person violating any provision of Chapter 3 of the traffic code shall be punished by a fine of not more than one hundred (\$100.00) dollars for each offense.

Mobile Vending – First Reading Town Ordinance Amendment

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager 
RE: Mobile Vendor Ordinance Amendment/Update
DATE: ~~July 19th, 2021~~
July 30th, 2021

In order to implement the changes to the mobile vendor process approved by the Board, the Town Ordinances need to be updated to include same. Attached to this agenda item is an updated ordinance that reflects those approved changes, plus forms staff plan to use to implement the permitting. This item is a first of three readings that will fully implement the changes previously approved by the Board.

Motion: None, second reading.

EXETER TOWN ORDINANCES AMENDMENT – CHAPTER EIGHT

Chapter Eight of the Town of Exeter Town Ordinances, Ordinance to Regulate Vendors, Hawkers, Peddlers, Solicitors, and other Itinerant Vendors, and Door-to-Door Solicitations and Canvassing is hereby amended as follows:

Add:

802: “and Mobile Vending”

Change:

802.2 c. “Board of Selectmen” to “Select Board”

Change:

802.3 “Board of Selectmen” to “Select Board”

Delete:

802.3 c. “and fax numbers”

Add:

802.3 k. “Vendors, Hawkers, Peddlers, Solicitors, and other Itinerant Vendors and Door-to-Door Solicitations and Canvassing” “OR”

802.3 l. “a non-refundable Mobile Vendor Town House Common Permit Fee of \$1,200.00 per calendar year (or prorated monthly), payable at the time of application.” “OR”

802.3 m. “a non-refundable Mobile Vending outside of WC & C1 Downtown Districts Permit Fee of twenty-five (\$25) dollars per day, one hundred (\$100) dollars per week, or two hundred fifty (\$250) per year or any part thereof, payable at the time of application.”

Change:

802.4 A. “Board of Selectmen” to “Select Board”

Change:

802.4 A. 3. “Chief of Police or designee” to “required Town Departments”

Change:

802.4 B. “Board of Selectmen” to “Select Board” (3 times)
“Chief of Police or designee” to “required Town Departments”

Change:

802.6 “Board of Selectmen” to “Select Board” (2 times)

Change:

802.7 “Board of Selectmen” to “Select Board”

Add:

802.9 C. “Motor Vehicle Vendors

1. Mobile Vendors shall not conduct their mobile vending business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicles;
2. A vendor selling from a mobile vending unit shall not stop, stand, or park their mobile vending unit upon any public location, public parking space or public street for the purpose of selling under any circumstances, except through the acquisition of a Mobile Vending Permit and/or by the parking ordinances of the Town unless specifically authorized to do so by the Select Board or designee.
3. Mobile Vendor is responsible for removal of their own trash.
4. Mobile vending units approved signage and garbage receptacles must be removed daily.
5. Dumping of grease, oil or greywater is strictly prohibited.
6. Mobile Vending Permits must be applied for at least two (2) weeks prior to the approved start of business at the permitted location. Blackout dates may apply due to special event scheduling.

Additional Specifications Related to Town House Common Mobile Vending

7. Unless otherwise approved by the Select Board or designee, mobile vending will be limited to six (6) designated spaces in the public parking lot abutting Town House Common. Parking on greenspace is prohibited;
8. Unless otherwise approved by the Select Board or designee, mobile vending in the Town House Common public parking lot will be allowed year-round January 1 – December 31 of the calendar year, specified on the approved permit, Sunday through Tuesday from 7:00 am to 9:00 pm, Wednesday from 7:00 am to 4:00 pm, Thursday through Saturday from 7:00 am to 9:00 pm.
9. Signage will identify designated spaces as reserved for mobile vendors, and will refer potential automobile parking patrons to a website page for access to the schedule of reserved mobile vending dates and times. Violators will be towed at the owner’s expense.”

Signed this _____ day of _____, 2021

Exeter Select Board

Niko Papakonstantis, Chair

Molly Cowan, Vice-Chair

Julie Gilman, Clerk

Lovey Roundtree Oliff

Daryl Browne

First Reading: 7/19/21

Second Reading:

Third (final) Reading:

Adoption Date:

Effective Date:

802 **Ordinance to Regulate Vendors, Hawkers, Peddlers, Solicitors, and other Itinerant Vendors, and Door-to-Door Solicitations and Canvassing, and Mobile Vending**

802.1 Requirement

No person, partnership, corporation, or other entity, whether maintaining permanent location in the Town of Exeter or not, may sell, barter, purchase, or otherwise carry on commerce in goods or services within the Town of Exeter, or attempt to do so, through door-to-door solicitations, or on the streets, sidewalks, or other property of the Town without first applying for and receiving a permit to do so from the Town of Exeter.

802.2 Exemptions

No permit is required under this ordinance for the following:

- a. The solicitation of signatures for political purposes.
- b. Any public event sponsored by a non-profit organization, provided that any concessions or sales must be directly connected to the event and must be included in the public assemblage permit approved for the event under Town Ordinance 807. A list of vendors must be provided to the Town Office before the event.
- c. Any event taking place in Town recreation areas and is part of a Town-sponsored event or has the express written permission of the **Select Board** or designee.
- d. Any event taking place on land owned or controlled by the public school system and has the express written permission of the School Board or Principal of the school in question.

802.3 Procedure for Obtaining Permit

Persons or entities subject to this Ordinance shall apply during normal business hours (8:00AM-4:30PM at the Town Office) to the Office of the **Select Board** or designee for a permit, utilizing the application form prescribed. If vending food, the applicant must first obtain all applicable licenses from the Exeter Health Department located at the Exeter Fire Department.

The application for the permit shall include, but is not limited to, the following information:

- a. the name of the person applying and the name of the entity, if different, for whom the application is made;
- b. the local address of the person applying, the permanent address of the person applying, and of the entity, if different, from the person making the application;
- c. the local and permanent telephone **and fax numbers** of said person and/or entity;
- d. the date of birth and social security number of all persons to be involved and taxpayer's identification number of the entity;
- e. vehicle information, including the license plate number, state of issue, and physical description of all vehicles involved;
- f. the nature of the goods or services involved;
- g. the method of solicitation to be used and copies of any proposed contracts, agreements, promotional materials, or other materials designed to be used in solicitation.
- h. the dates upon which solicitations, canvassing, or vending are to occur and the location and times on each of those dates.
- i. the names of Town parking lots, commons, or parks at which vending is proposed to occur.
- j. information required to be supplied under NH RSA 321:19 as to the advertising, representing or holding forth of any sale as an insurance, bankrupt, insolvent, assignee's, trustee's, testator's, executor's, administrator's, receiver's, wholesale, manufacturer's or closing-out sale, or as a sale of goods damaged by fire, smoke, water or otherwise, or in any similar form, the following information is required to be supplied under NH RSA 321:19- all the facts relating thereto, the reason for and the character of such sale, including a statement of the names of the persons from whom the goods were obtained, the date of their delivery to the applicant, the place from which they were last taken and all the details necessary to locate and identify them.
- k. a non-refundable **Vendors, Hawkers, Peddlers, Solicitors, and other Itinerant Vendors and Door-to-Door Solicitations and Canvassing** Permit Fee of twenty-five (\$25) dollars per day, one hundred (\$100) dollars per week, or two hundred fifty (\$250) dollars per year or any part thereof, payable at the time of application;

OR

- I. a non-refundable Mobile Vendor Town House Common Permit Fee of \$1,200.00 per calendar year (or prorated monthly), payable at the time of application.

OR

- m. a non-refundable Mobile Vending outside of WC & C1 Downtown Districts Permit Fee of twenty-five (\$25) dollars per day, one hundred (\$100) dollars per week, or two hundred fifty (\$250) per year or any part thereof, payable at the time of application.

802.4 Official Action on the Permit

- A. Before granting any permit under this chapter, the **Select Board** of the Town of Exeter, or designee shall:
 1. determine whether the applicant has submitted a complete and accurate application;
 2. determine whether the applicant has met all requirements and purposes of this chapter;
 3. forward application and information to the **required Town Departments** for review.
- B. After the application for a permit has been reviewed by the **Select Board** or designee and the **required Town Departments**, the permit will be approved or disapproved. The decision to approve or disapprove will be based on the findings of the **Select Board** or designee. A decision shall be made no later than five (5) working days after receipt of application. If the permit is denied, the **Select Board** or designee shall provide reasons for the denial to the applicant.
- C. Reasons for denial may include but are not limited to any one of the following:
 1. conviction of any offense which would warrant such denial;
 2. evidence that the permittee has accepted or solicited money, otherwise than through a bonafide sale or barter of goods, wares, or merchandise, or has in any manner solicited same from the public;
 3. evidence of any falsification of information on the application;
 4. evidence that the permittee is insane, a sexual psychopath, is or has been guilty of assault upon others or whose conduct has been otherwise disorderly and is of such violent or offensive demeanor that to grant such

permit would constitute a threat to the peace or safety of the public;

5. the permittee is at large pending appeal from a conviction for a violation of the law involving extreme moral turpitude; or
6. failure to supply the information required under NH RSA 321:19
7. any negative past experience with the organization's or individual's conducting of activities either in the Town of Exeter or elsewhere, that would require a permit under this ordinance.

802.5 Revocation of Permit

- A. Upon receipt of any complaint concerning nuisance, hazard, annoyance, or disorderly conduct concerning any section of this Chapter, any or all solicitors may be asked to stop solicitation.
- B. The Town of Exeter may amend or revoke a permit if any of the following occur:
 1. The existence of any of the reasons for denial listed above in 802.4C.
 2. Failure to supply the identification required under 802.8 below.
 3. The occurrence of any prohibited conduct as set forth below under 802.9

802.6 Appeal Process

A person may appeal to the **Select Board** from the denial, revocation or amendment of a permit by filing a written notice within five (5) working days of denial, revocation or amendment of the permit. The **Select Board** may affirm or reverse the decision, or attach such additional conditions to the permit as will, in their best judgment, protect the health and safety of the public and the persons required to apply for the permit.

802.7 Notification of Police

Upon the issuance of a permit to any person, firm, corporation, or other entity, the **Select Board** or designee shall notify the Police Department of the same.

802.8 Identification Required

Any person, firm, corporation, or other entity granted such a permit shall upon demand show suitable identification to any person demanding same and shall at each solicitation or inquiry identify the entity benefiting from the funds received.

802.9 Prohibited Conduct Under a Permit

- A. No door-to-door solicitation or canvassing regulated under this chapter is to occur before 9 AM or after 9PM on any given date.
- B. Sidewalk Vendors: A vendor selling on the sidewalk shall not:
 - 1. Vend at any location where the unobstructed sidewalk area after deducting the area occupied by the stand is less than three (3) feet in width;
 - 2. Vend within thirty (30) feet of any driveway entrance to a police or fire station, or within ten (10) feet of any other driveway;
 - 3. Allow the stand or any other item relating to the operation of the vending business to lean against or hang from any building or other structure lawfully placed on public property, without the building or structure owner's written permission.

C. Motor Vehicle Vendors:

- 1. Mobile vendors shall not conduct their mobile vending business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicles;
- 2. A vendor selling from a mobile vending unit shall not stop, stand, or park their mobile vending unit upon any public location, public parking space or public street for the purpose of selling under any circumstances, except through the acquisition of a Mobile Vending Permit and/or by the parking ordinances of the Town unless specifically authorized to do so by the Select Board or designee;
- 3. Mobile vendor is responsible for removal of their own trash.
- 4. Mobile vending units approved signage and garbage receptacles must be removed daily.
- 5. Dumping of grease, oil or greywater is strictly prohibited.
- 6. Mobile Vending Permits must be applied for at least two (2) weeks prior to the approved start of business at the permitted location. Blackout dates may apply due to special event scheduling.

Additional Specifications Related to Town House Common Mobile Vending

7. Unless otherwise approved by the Select Board or designee, mobile vending will be limited to six (6) designated spaces in the public parking lot abutting Town House Common. Parking on greenspace is prohibited;
8. Unless otherwise approved by the Select Board or designee, mobile vending in the Town House Common public parking lot will be allowed year-round January 1 through December 31 of the calendar year specified on the approved permit, Sunday through Tuesday from 7:00 AM to 9:00 PM, Wednesday from 7:00 AM to 4:00 PM, Thursday through Saturday from 7:00 AM to 9:00 PM.
9. Signage will identify designated spaces as reserved for mobile vendors, and will refer potential automobile parking patrons to a website page for access to the schedule of reserved mobile vending dates and times. Violators will be towed at the owner's expense.

802.10 Penalty

Any person, partnership, corporation, or other entity that conducts activities that require a permit under this chapter without a valid permit shall be guilty of a violation punishable by a fine or not more than \$200.00 for each violation.

805 Fireworks

No person shall possess any fireworks as defined in 160.1 New Hampshire Revised Statutes Annotated unless said person is in the business of the sale of fireworks for pyrotechnic displays as licensed by the Federal and State Government, or holds a valid permit for display of fireworks as provided elsewhere in this section.

805.1 Permit for Pyrotechnic Displays:

A permit for "fireworks" displays shall be issued by the Board of Selectmen for special events in which a fireworks display is in the best interests of the general public. No permits shall be issued without the approval of the Chiefs of the Fire and Police Departments who will render a decision based on the competence of the operator, the protection factors and the availability of manpower and equipment.

806 Public Dances

No person, firm, corporation or organization shall conduct a public dance, carnival or circus in which the attendance may be greater than two hundred (200)

802 Ordinance to Regulate Vendors, Hawkers, Peddlers, Solicitors, and other Itinerant Vendors, and Door-to-Door Solicitations and Canvassing

802.1 Requirement

No person, partnership, corporation, or other entity, whether maintaining permanent location in the Town of Exeter or not, may sell, barter, purchase, or otherwise carry on commerce in goods or services within the Town of Exeter, or attempt to do so, through door-to-door solicitations, or on the streets, sidewalks, or other property of the Town without first applying for and receiving a permit to do so from the Town of Exeter.

802.2 Exemptions

No permit is required under this ordinance for the following:

- a. The solicitation of signatures for political purposes.
- b. Any public event sponsored by a non-profit organization, provided that any concessions or sales must be directly connected to the event and must be included in the public assemblage permit approved for the event under Town Ordinance 807. A list of vendors must be provided to the Town Office before the event.
- c. Any event taking place in Town recreation areas and is part of a Town-sponsored event or has the express written permission of the Board of Selectmen or designee.
- d. Any event taking place on land owned or controlled by the public school system and has the express written permission of the School Board or Principal of the school in question.

802.3 Procedure for Obtaining Permit

Persons or entities subject to this Ordinance shall apply during normal business hours (8:00AM-4:30PM at the Town Office) to the Office of the Selectmen or designee for a permit, utilizing the application form prescribed. If vending food, the applicant must first obtain all applicable licenses from the Exeter Health Department located at the Exeter Fire Department.

The application for the permit shall include, but is not limited to, the following information:

- a. the name of the person applying and the name of the entity, if different, for whom the application is made;
- b. the local address of the person applying, the permanent address of the person applying, and of the entity, if different, from the person making the

application;

- c. the local and permanent telephone and fax numbers of said person and/or entity;
- d. the date of birth and social security number of all persons to be involved and taxpayer's identification number of the entity;
- e. vehicle information, including the license plate number, state of issue, and physical description of all vehicles involved:
- f. the nature of the goods or services involved;
- g. the method of solicitation to be used and copies of any proposed contracts, agreements, promotional materials, or other materials designed to be used in solicitation.
- h. the dates upon which solicitations, canvassing, or vending are to occur and the location and times on each of those dates.
- i. the names of Town parking lots, commons, or parks at which vending is proposed to occur.
- j. information required to be supplied under NH RSA 321:19 as to the advertising, representing or holding forth of any sale as an insurance, bankrupt, insolvent, assignee's, trustee's, testator's, executor's, administrator's, receiver's, wholesale, manufacturer's or closing-out sale, or as a sale of goods damaged by fire, smoke, water or otherwise, or in any similar form, the following information is required to be supplied under NH RSA 321:19- all the facts relating thereto, the reason for and the character of such sale, including a statement of the names of the persons from whom the goods were obtained, the date of their delivery to the applicant, the place from which they were last taken and all the details necessary to locate and identify them.
- k. a non-refundable permit fee of twenty-five (\$25) dollars per day, one hundred (\$100) dollars per week, or two hundred fifty (\$250) dollars per year or any part thereof, payable at the time of application.

802.4 Official Action on the Permit

- A. Before granting any permit under this chapter, the Board of Selectmen of the Town of Exeter, or designee shall:
 - 1. determine whether the applicant has submitted a complete and accurate application;

2. determine whether the applicant has met all requirements and purposes of this chapter;
 3. forward application and information to the Chief of Police or designee for review.
- B. After the application for a permit has been reviewed by the Board of Selectmen or designee and the Chief of Police or designee, the permit will be approved or disapproved. The decision to approve or disapprove will be based on the findings of the Board of Selectmen or designee. A decision shall be made no later than five (5) working days after receipt of application. If the permit is denied, the Board of Selectmen or designee shall provide reasons for the denial to the applicant.
- C. Reasons for denial may include but are not limited to any one of the following:
1. conviction of any offense which would warrant such denial;
 2. evidence that the permittee has accepted or solicited money, otherwise than through a bonafide sale or barter of goods, wares, or merchandise, or has in any manner solicited same from the public;
 3. evidence of any falsification of information on the application;
 4. evidence that the permittee is insane, a sexual psychopath, is or has been guilty of assault upon others or whose conduct has been otherwise disorderly and is of such violent or offensive demeanor that to grant such permit would constitute a threat to the peace or safety of the public;
 5. the permittee is at large pending appeal from a conviction for a violation of the law involving extreme moral turpitude; or
 6. failure to supply the information required under NH RSA 321:19
 7. any negative past experience with the organization's or individual's conducting of activities either in the Town of Exeter or elsewhere, that would require a permit under this ordinance.

802.5 Revocation of Permit

- A. Upon receipt of any complaint concerning nuisance, hazard, annoyance, or disorderly conduct concerning any section of this Chapter, any or all solicitors may be asked to stop solicitation.
- B. The Town of Exeter may amend or revoke a permit if any of the following occur:

1. The existence of any of the reasons for denial listed above in 802.4C.
2. Failure to supply the identification required under 802.8 below.
3. The occurrence of any prohibited conduct as set forth below under 802.9

802.6 Appeal Process

A person may appeal to the Board of Selectman from the denial, revocation or amendment of a permit by filing a written notice within five (5) working days of denial, revocation or amendment of the permit. The Board of Selectmen may affirm or reverse the decision, or attach such additional conditions to the permit as will, in their best judgment, protect the health and safety of the public and the persons required to apply for the permit.

802.7 Notification of Police

Upon the issuance of a permit to any person, firm, corporation, or other entity, the Board of Selectmen or designee shall notify the Police Department of the same.

802.8 Identification Required

Any person, firm, corporation, or other entity granted such a permit shall upon demand show suitable identification to any person demanding same and shall at each solicitation or inquiry identify the entity benefiting from the funds received.

802.9 Prohibited Conduct Under a Permit

- A. No door-to-door solicitation or canvassing regulated under this chapter is to occur before 9 AM or after 9PM on any given date.
- B. Sidewalk Vendors: A vendor selling on the sidewalk shall not:
 1. Vend at any location where the unobstructed sidewalk area after deducting the area occupied by the stand is less than three (3) feet in width;
 2. Vend within thirty (30) feet of any driveway entrance to a police or fire station, or within ten (10) feet of any other driveway;
 3. Allow the stand or any other item relating to the operation of the vending business to lean against or hang from any building or other structure lawfully placed on public property, without the building or structure owner's written permission.
- C. Motor Vehicle Vendors: A vendor selling from a motor vehicle shall not:

1. Conduct his motorized business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicles;
2. Stop, stand, or park his vehicle upon any street for the purpose of selling or sell on any street under any circumstances during the hours when parking, or stopping or standing has been prohibited or is prohibited by statute by signs or curb markings or ordinance;
3. Remain in any one location for longer than is authorized by the parking ordinances of the Town unless specifically authorized to do so. In areas not covered by the parking ordinances, parking shall be limited to thirty (30) minutes.

802.10 Penalty

Any person, partnership, corporation, or other entity that conducts activities that require a permit under this chapter without a valid permit shall be guilty of a violation punishable by a fine or not more than \$200.00 for each violation.

805 Fireworks

No person shall possess any fireworks as defined in 160.1 New Hampshire Revised Statutes Annotated unless said person is in the business of the sale of fireworks for pyrotechnic displays as licensed by the Federal and State Government, or holds a valid permit for display of fireworks as provided elsewhere in this section.

805.1 Permit for Pyrotechnic Displays:

A permit for "fireworks" displays shall be issued by the Board of Selectmen for special events in which a fireworks display is in the best interests of the general public. No permits shall be issued without the approval of the Chiefs of the Fire and Police Departments who will render a decision based on the competence of the operator, the protection factors and the availability of manpower and equipment.

806 Public Dances

No person, firm, corporation or organization shall conduct a public dance, carnival or circus in which the attendance may be greater than two hundred (200) people unless a police officer is on duty at such an event. When the attendance increases by any group to three hundred (300) or more, a police officer shall be on duty at such event for each three hundred (300) persons in attendance.

806.1 Costs:

The costs of such police services shall be paid by the person, firm or corporation sponsoring the event.

Town of Exeter Mobile Vending License Agreement

The Town of Exeter, a municipal corporation with a principal place of 10 Front Street, Exeter, New Hampshire (hereinafter "Town"), for the License Fee of \$X,XXX.XX hereby grants this revocable license to VENDOR NAME AND ADDRESS (hereinafter "Licensee") to allow the vending of goods and/or food from the downtown municipal parking space shown on Exhibit 1 (hereinafter "Vending Space") in accordance with the following terms and conditions:

1. This license authorizes the vending of goods/food from the Vending Space for the period of January 1, 2022 – December 31, 2022.
2. Vending shall be from only that mobile vending unit described as follows: DESCRIPTION OF MOBILE VENDING UNIT, VIN # _____, License Plate # _____. Should Licensee seek to vend from a different mobile vending unit, Licensee shall seek the written consent of the Town and such mobile vending unit shall be inspected and licensed by the Health Department. Such consent shall not be unreasonably withheld. Requests shall be directed to the Town Manager.
3. The Licensee agrees to maintain the mobile vending unit described in the preceding paragraph in good condition and to vend from it only those items/foods which Vendor is lawfully allowed to vend in accordance with Local and State permits.
4. Licensee agrees to keep the vending space clean and sanitary at all times and to comply with any reasonable requests of the Town with respect to maintenance of the area. Trash receptacles shall be made available to customers and removed by Licensee when Vendor departs the vending space daily. Dumping of grease, oil or graywater is strictly prohibited.
5. Licensee must comply at all times with all other applicable State and Local Ordinances, specifically including those relative to vending and health safety. Mobile vehicle unit shall be properly registered at all times and Licensee shall provide proof of registration if requested by the Town.
6. Licensee and/or operators of mobile vending unit shall maintain, at all times, such State and Local permits and licenses as are required. Nothing in this license diminishes, negates, changes or alters the authority of the Health Department or any other department relative to licenses and permits issued by it. Such other agencies and departments shall have all remedies available to it under law.

7. If food vending, it shall be grounds for revocation if an inspection conducted by the Health Department yields: 1) more than 2 critical item violations per inspection; and/or 2) any repeat critical item violations(s), 3) a total inspection score of less than 80, or 4) if the Commissary names on the Commissary Agreement does not maintain an inspection score of 80 or greater, or 5) Vendor failed to sign in to Commissary on day of inspection, or on any day of operation, or 6) Vendor protests/refuses inspection.
8. Licensee shall not harass, intimidate or threaten other vendors.
9. Payment of the License Fee shall be made payable to the Town of Exeter and directed to the attention of Town Manager, Town of Exeter, 10 Front Street, Exeter, NH 03833.
10. Licensee hereby agrees to indemnify and hold harmless the Town and its respective officials, employees and agents from any and all liability of any kind associated in any way with the exercise of the rights granted under this license. This obligation shall survive the termination of this License.
11. The Licensee agrees to submit a Certificate of Insurance and endorsement/provisions with completed application maintaining General Liability/Bodily Injury/Property Damage of \$1,000,000 per occurrence, \$2,000,000 aggregate; the Town of Exeter must be listed additional insured. A copy of the Certificate of Insurance shall be kept on file with the Town Manager's Office.
12. The license is not transferable or assignable without the written consent of the Town.
13. Licensee shall not operate from the vending space before 7:00 am or after 9:00 pm without the written consent of the Town.
14. Licensee agrees to cooperate with the Town in the event that the Town needs to undertake temporary maintenance or construction within the Vending Space or make available the area for a special event. For example, in the event of a necessary water line repair, vending from the space might have to be suspended for a short period of time. In such instance, the Town is prepared to try to identify an alternative temporary location for vending or to refund/credit an equitable portion of the License Fee.
15. Both the Town and Licensee acknowledge that conditions may arise that might require a permanent relocation of the vending space. The Town may, for good cause and upon reasonable notice, assign Licensee a different

vending space in the downtown area. The Town and Licensee shall in the first instance attempt to identify a mutually agreeable alternative Vending Space. Should Licensee object to the alternative location, Licensee, without penalty, may terminate the license and be refunded an equitable portion of the License Fee.

16. This license may be revoked if Licensee fails to abide by the obligations set forth in this license. Licensee will be provided with notice of any deficiency and an opportunity to cure. Such cure period shall be seven (7) days except in the event of a serious health or safety violation, in which case the cure period shall be immediate. There shall be no refund of the license fee paid to date of revocation.
17. Any damages sustained by Licensee for breach of this license shall be limited to refund of any fees paid.
18. Licensee agrees that it shall reimburse the Town for the cost of remediating any situation caused by failure of the Licensee to comply with this license, including, but not limited to, the cost of cleaning or repairs necessitated by Licensee's negligent actions or use of the Vending Space in a manner inconsistent with the terms of the license.
19. At the end of the term of this license, the Licensee may again apply for the Downtown Exeter Mobile Vending Agreement through the Request for Proposal process for the next calendar year.

TOWN OF EXETER

Russell J. Dean, Exeter Town Manager

Date

Licensee

Date

**REQUEST FOR PROPOSALS
Town of Exeter
Downtown Exeter Mobile Vending**

The Town of Exeter requests written bid proposals for the opportunity to enter into a license agreement with the Town of Exeter for vending from a mobile vending unit in the downtown area of Exeter. The Town of Exeter has identified one (1) municipal parking location within the downtown from which it will permit vending from a mobile vending unit. The Vendor submitting the best qualified bid proposal will be forwarded for Department approvals, then submitted to the Select Board for approval. Upon approval, Vendor has 10 days to return signed license agreement to the Town Manager's Office; failure to do so may result in the Town proceeding to the next best qualified bid proposal.

Bid proposals begin at \$2,400.00 annually.

The Town of Exeter is equal opportunity/affirmative action. All qualified proposals will receive consideration without regard to race, color, religion, creed, age, sex, or national origin.

Award of Agreement is contingent on State of New Hampshire and Town of Exeter Health Regulations, Town of Exeter Ordinance 802, receipt of Certificate of Insurance and payment of accepted bid within 10 days of approval.

The Town of Exeter reserves the right to reject any or all bid proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the Town.

Please submit clearly marked, sealed proposals,
no later than December 15, 2021, to:

Town of Exeter – Mobile Vending RFP
Town Manager's Office
10 Front Street
Exeter, NH 03833
(603)773-6102

**Town of Exeter
Exeter, New Hampshire
Downtown Mobile Vending**

Bid Specifications

Introduction

In 2021 the Exeter Select Board amended Ordinance 802.9 relative to Mobile Vending from municipal parking spaces. Pursuant to the ordinance change:

- Mobile vending from downtown parking spaces shall be permitted only from one (1) space approved by the Exeter Select Board;
- Mobile vending from this space shall be permitted on a yearly basis from January 1st through December 31st per calendar year;
- The mobile vending location shall be awarded to the best qualified bidder;
- There shall be a minimum bid price for use of the mobile vending space.

The vendor who submits the best qualified bid for the downtown mobile vending space will have the opportunity to enter into a license agreement to vend from the downtown municipal parking space. The license will provide for vendor's exclusive use of the vending space for that period of the calendar year. The agreement will be in accordance with Exeter Ordinance 802. Vendors should review Ordinance 802 carefully.

This bid applies only to mobile vending units (not carts) and one (1) designated downtown municipal parking space.

Vendor submittal requirement:

- A cover letter describing the mobile vendor unit along with accompanying photos and dimensions; food/goods vendor proposes to sell; and days/hours vendor anticipates selling;
- The fully completed application for bid;
- Copies of permits issued by the State of New Hampshire for vending of goods or food.

Vendor is not required to obtain local and state permits prior to submission of a bid, but will be required to obtain all state and local permits prior to execution of the license for the designated municipal mobile vending space.

Disqualification: Vendor will be disqualified if:

- Vendor has a history of non-compliance with local and/or state regulations, ordinances and/or laws;
- Vendor's proposed mobile vending unit, proposed method of servicing customers, or goods/food for sale raise health or safety concerns that cannot be reconciled through the agreement terms. By way of further guidance, it is imperative that vending be able to occur in a manner which does not create a risk for customers, vehicular traffic, the vendor or others, or create damage to Town property;
- in regard to food vending, if Vendor has within the last year had a health inspection that yielded more than 2 critical item violations per inspection, or any repeat critical item violation(s), a total inspection score of less than 80, or if the Commissary names on the Commissary Agreement did not maintain an inspection score of 80 or greater;
- Vendor has a history of harassing, intimidating or threatening others;
- the bid proposal is on a form other than that furnished by the Town of Exeter;
- there are unauthorized additions, conditions or irregularities which may make the bid proposal incomplete, indefinite or ambiguous as to its meaning;
- more than one proposal is submitted for the same work from an individual, firm or corporation under the same or different name or there is evidence of collusion among bidders;
- Vendor fails to submit all required information; or
- disqualification is in the best interest of the Town of Exeter.

By submitting a bid proposal, the Vendor authorizes the Town to undertake such investigation as may be necessary to verify the Vendor's qualifications (per RSA 31:102-b). The Vendor may be requested to execute a release in favor of third parties who have information relative to the Vendor's qualifications. Refusal to execute a release may result in disqualification.

Delivery of Bid Proposals

When sent by mail, the sealed proposal shall be addressed to the Town at the address and in the care of the official in whose office the proposals are to be received. All proposals shall be filed prior to the time and at the place specified in the invitation for bid proposals. All bid proposals should be plainly marked on the outside of the envelope "Downtown Exeter 2022 Mobile Vending". Proposals received after the deadline will not be opened or considered. Faxed or emailed proposals are not acceptable.

Withdrawal of Bid Proposals

A proposal may be withdrawn prior to execution of agreement.

Reservation of Rights

The Town of Exeter reserves the right to reject any or all bids to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the Town.

**Exeter Downtown Mobile Vending
Bid Proposal Application Form**

The undersigned submits the following price proposal to vend from the designated Exeter downtown mobile vending space. The Vendor submitting the best qualified bid proposal will be offered the opportunity to enter into a license agreement with the Town. Vendor shall specify amount in both words and figures. If there is a discrepancy between prices written in words and those written in figures, the prices written in words shall govern.

Minimum bid proposal is \$2,400.00.

Downtown Mobile Vending Space Bid in words:

Downtown Mobile Vending Space Bid in figures:

Submitted by: _____
(please print)

Signature: _____

Company Name (if applicable): _____

Address: _____

City/State/Zip: _____

Telephone: _____

Email Address: _____

Corrections on the bid form should be made by crossing out the error and entering the new price or information above or below it. The correction must be initialed. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.



Town of Exeter
10 Front Street
Exeter, NH 03833

Phone: 603-773-6102 Email: pmcelroy@exeternh.gov

PERMIT APPLICATION FOR MOBILE VEHICLE VENDING 802
(does not apply to WC & C1 Downtown Districts)

Fee: \$25.00 per day or \$100.00 per week or \$250.00 per calendar year or any part thereof, in accordance with Town Ordinance 802.

PERMIT FEE: To be submitted with permit application. Permit fee is non-refundable.

Mobile Vending location will occur at specific location as approved on this application. Not to include Town House Common permitted spaces, nor any WC or C1 Downtown District space.

Liability Insurance Required: Certificate of Insurance and endorsement/provisions to be submitted with completed application. Requirement amounts: General Liability/Bodily Injury/Property Damage: \$1,000,000 per occurrence, \$2,000,000 aggregate; the Town of Exeter must be listed as additional insured.

Today's Date: _____

Representative Information:

Name: _____

Street Address: _____ Town/State/Zip: _____

Phone#: _____ Email: _____

Organization Information:

Name: _____ Organization Tax ID#: _____

Street Address: _____ Town/State/Zip: _____

Phone#: _____ Email: _____

Dates of Activity: _____ Times of Activity: (7AM to 9PM limit): _____

At what Town locations will mobile vending occur: (WC & C1 Downtown Districts require a separate application and fee).

Product to be sold through mobile vending _____

Attach copies of proposed contracts, agreements, promotional materials, or other materials designed to be used in mobile vending.

Motor Vehicle Information:

License plate#: _____ State: _____ Vehicle Description: _____

License plate#: _____ State: _____ Vehicle Description: _____

Attach additional sheet if necessary.

Complete the following information for each individual involved:

Name: _____ DOB: _____ SS#: _____

Name: _____ DOB: _____ SS#: _____

Name: _____ DOB: _____ SS#: _____

Name: _____ DOB: _____ SS#: _____

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

Town of Exeter Ordinance: 802

To regulate Vendors, Hawker, Peddlers, Solicitors, and other Itinerant Vendors, and Door-to-Door Solicitations and Canvassing, and Mobile Vending.

Town of Exeter Ordinance: 802.1

Requirement: No person, partnership, corporation, or other entity, whether maintaining permanent location in the Town of Exeter or not, may sell, barter, purchase, or otherwise carry on commerce in goods or services within the Town of Exeter, or attempt to do so, through door-to-door solicitations, or on the streets, sidewalks, or other property of the Town without first applying for and receiving a permit to do so from the Town of Exeter.

Town of Exeter Ordinance 802:9

Mobile Vendors shall not conduct their mobile vending business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicle;

A vendor selling from a mobile vending unit shall not stop, stand or park their mobile vending unit upon any public location, public parking space or public street for the purpose of selling under any circumstances, except through the acquisition of a Mobile Vendor Permit and/or by the parking ordinances of the Town unless specifically authorized to do so by the Select Board or designee;

Mobile Vendor is responsible for removal of their own trash.

Mobile vending units approved signage and garbage receptacles must be removed daily.

Dumping of grease, oil or greywater is strictly prohibited.

Mobile Vending Permits must be applied for at least two (2) weeks prior to the beginning of approved start of business at the permitted location. Blackout dates must apply due to special event scheduling.

Additional Specifications Related to Town House Common Mobile Vending

Unless otherwise approved by the Select Board or designee, mobile vending will be limited to six (6) designated spaces in the public parking lot abutting Town House Common. Parking on green space is prohibited.

Unless otherwise approved by the Select Board or designee, mobile vending in the Town House Common public parking lot will be allowed year-round January 1 through December 31 of the calendar year specified on the approved permit, Sunday – Tuesday 7:00 am – 9:00 pm, Wednesday 7:00 am – 4:00 pm, Thursday – Saturday 7:00 am – 9:00 pm.

Signage will identify designated spaces as reserved for mobile vendors, and will refer potential automobile parkers to a website page for access to the schedule of reserved mobile vending dates and times. Violators will be towed at the owner's expense.

Complete Ordinance 802 available on Exeter NH website or upon request.

For Town Use:

Date Application Received: _____

Fee Received: \$ _____ Cash: Check #: _____

Approvals:

Code Enforcement Officer: _____ Date: _____

Health Officer: _____ Date: _____

Highway Superintendent: _____ Date: _____

Exeter Police Chief: _____ Date: _____

Approved as authorized by the Select Board/Designee:

_____ Date



Town of Exeter
 10 Front Street
 Exeter, NH 03833
 Phone: 603-773-6102 Email: pmcelroy@exeternh.gov

PERMIT APPLICATION FOR TOWN HOUSE COMMON MOBILE VENDING 802

Fee: \$1,200.00 per calendar year (or prorated monthly), in accordance with Town Ordinance 802.9

PERMIT FEE: To be submitted with permit application. Permit fee is non-refundable.

Mobile Vending will occur at Town House Common Municipal Parking Lot within designated parking spaces.

Liability Insurance Required: Certificate of Insurance and endorsement/provisions to be submitted with completed application. Requirement amounts: General Liability/Bodily Injury/Property Damage: \$1,000,000 per occurrence, \$2,000,000 aggregate; the Town of Exeter must be listed as additional insured.

Today's Date: _____

Representative Information:

Name: _____

Street Address: _____ Town/State/Zip: _____

Phone#: _____ Email: _____

Business Information:

Name: _____ Organization Tax ID#: _____

Street Address: _____ Town/State/Zip: _____

Phone#: _____ Email: _____

Dates of Activity: _____ Times of Activity: (7AM to 9PM limit): _____

Type of **Product to be Sold**: _____

Attach copies of proposed contracts, agreements, promotional materials, or other materials designed to be used in mobile vending.

Mobile Vending Unit Information:

License plate#: _____ State: _____ Vending Unit Description: _____

Complete the following information for each individual involved:

Name: _____ DOB: _____ SS#: _____

Name: _____ DOB: _____ SS#: _____

Name: _____ DOB: _____ SS#: _____

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

Town of Exeter Ordinance 802:

To regulate Vendors, Hawkers, Peddlers, Solicitors and other Itinerant Vendors, and Door-to-Door Solicitations and Canvassing, Mobile Vending.

Town of Exeter Ordinance: 802:1

Requirement: No person, partnership, corporation or other entity, whether maintaining permanent location in the Town of Exeter or not, may sell, barter, purchase, or otherwise carry on commerce in goods or services within the Town of Exeter, or attempt to do so, through door-to-door solicitations, or on the streets, sidewalks, or other property of the Town without first applying for and receiving a permit to do so from the Town of Exeter.

Town of Exeter Ordinance 802:9

Mobile Vendors shall not conduct their mobile vending business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicles;

A vendor selling from a mobile vending unit shall not stop, stand or park their mobile vending unit upon any public location, public parking space or public street for the purpose of selling under any circumstances, except through the acquisition of a Mobile Vendor Permit and/or by the parking ordinances of the Town unless specifically authorized to do so by the Select Board or designee;

Mobile Vendor is responsible for removal of their own trash.

Mobile vending units, approved signage and garbage receptacles must be removed daily.

Dumping of grease, oil or greywater is strictly prohibited.

Mobile Vending Permits must be applied for at least two (2) weeks prior to the beginning of approved start of business at the permitted location. Blackout dates may apply due to special event scheduling.

Additional Specifications Related to Town House Common Mobile Vending:

Unless otherwise approved by the Select Board or designee, mobile vending will be limited to six (6) designated spaces in the public parking lot abutting Town House Common. Parking on greenspace is prohibited.

Unless otherwise approved by the Select Board or designee, mobile vending in the Town House Common public parking lot will be allowed year-round January 1 through December 31 of the calendar year specified on the approved permit, Sunday – Tuesday 7:00 AM – 9:00 PM, Wednesday 7:00 AM – 4:00 PM, Thursday – Saturday 7:00 AM – 9:00 PM.

Signage will identify designated spaces as reserved for mobile vendors, and will refer potential automobile parkers to a website page for access to the schedule of reserved mobile vending dates and times. Violators will be towed at the owner's expense.

Complete Ordinance 802 available on Exeter NH website or upon request.

.....
For Town Use:

Date Application Received: _____

Fee Received: \$ _____ Cash: Check #: _____

Approval: Code Enforcement Officer: _____ Date: _____

Health Officer: _____ Date: _____

Highway Superintendent: _____ Date: _____

Exeter Police Chief: _____ Date: _____

Police Dept Notes: _____

Approved as authorized by the Select Board/Designee: _____ Date _____

Untitled Map

Legend

- 1-space
- Feature 1



Google Earth

100 ft



TITLE XXX

OCCUPATIONS AND PROFESSIONS

CHAPTER 320

HAWKERS AND PEDDLERS

General Provisions

Section 320:14

320:14 Revocation of Licenses. – Any license granted by the secretary of state may be revoked by him after hearing (1) upon conviction of the licensee of any offense which in the judgment of the secretary of state warrants such revocation or (2) upon the submission to the secretary of state of evidence satisfactory to him that, during the term of the license, and acting under cover thereof, the licensee has accepted or solicited money, otherwise than through a bona fide sale or barter of goods, wares or merchandise or has in any manner solicited alms from the public, or (3) upon a finding by him that the applicant has wilfully falsified his application for license or (4) upon consideration of evidence that the holder of said license is insane, a sexual psychopath, is or has been guilty of assault upon others or whose conduct has been otherwise disorderly and is of such violent or offensive demeanor that to permit him to retain such license would constitute a threat to the peace or safety of the public or (5) that the holder of said license is at large pending appeal from a conviction for a violation of the law involving extreme moral turpitude. Whenever any person is convicted of a violation of any provision of this chapter relative to hawkers and peddlers, the clerk of the court or the trial justice by whom such person was convicted shall notify the secretary of state. Any person whose license has been revoked under this section shall be ineligible to be licensed as a hawker or peddler in this state for a period of not less than one year or more than 5 years from the date of said revocation. Any person whose license has been revoked, as a condition precedent to issuance of any new license, shall be required to furnish to the revoking authority satisfactory evidence of renewed reputation and character or mental health in addition to the certificate required to qualify for such license under RSA 320:8.

Source. 1931, 102:1. 1941, 210:1. RL 188:14. RSA 320:14. 1955, 185:4. 1969, 481:8, eff. Sept. 1, 1969.

Correspondence

CHRIS PAPPAS
FIRST DISTRICT, NEW HAMPSHIRE
COMMITTEE ON VETERANS' AFFAIRS
COMMITTEE ON TRANSPORTATION
AND INFRASTRUCTURE
PAPPAS.HOUSE.GOV



Congress of the United States
House of Representatives

WASHINGTON OFFICE:
319 CANNON HOUSE OFFICE BUILDING
WASHINGTON, DC 20515
P: (202) 225-5456

MANCHESTER OFFICE:
889 ELM STREET
MANCHESTER, NH 03101
P: (603) 935-6710

DOVER OFFICE:
660 CENTRAL AVENUE, SUITE 101
DOVER, NH 03820
P: (603) 285-4300

July 14, 2021

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

Dear Mr. Dean,

Congratulations on being selected as a Tree City USA community for 2020! This honor highlights Exeter's dedication to fostering a healthy, sustainable urban forestry program. This commitment helps make New Hampshire stronger, healthier, and greener.

On behalf of the constituents of New Hampshire's First Congressional District, thank you for all that you do to make the Granite State such a wonderful place to live, lead, and serve. I look forward to learning from you and working together to continue to strengthen our communities. If I may support your work in any way, please do not hesitate to be in touch.

Sincerely,

A handwritten signature in blue ink that reads "Chris Pappas".

Chris Pappas
Member of Congress

Town Manager's Office

JUL 19 2021

Received

PETITION TO THE BOARD OF SELECTMEN TO INSERT A WARRANT ARTICLE


We, the undersigned registered voters of the Town of Exeter request you to insert in the warrant for the 2021 Town Meeting, the following article:

Washington Street Improvements

Shall the Town vote:

To see if the Town will vote to raise and appropriate the sum of two hundred and sixty thousand and zero dollars (\$260,000.00) for the design and construction of road improvements (sidewalks, tree work, and traffic calming) on Washington Street. This sum to come from General taxation (Estimated Tax Impact: .046/1,000, \$4.55/100,000 assessed property value).

Could the funds also come from "towns unassigned fund", or "in bonds or notes in accordance with provision of the Municipal Finance Act (RSA 33)."

	NAME (PLEASE PRINT)	SIGNATURE	ADDRESS
1	Andrew Elliott		42 Washington St.
2	Jan Christensen		57 Washington St
3	Kevin McManus		64 Washington St
4			
5	Andrea Talbot	Andrea R. Talbot	64 Washington St.
6		Virginia	57 Washington
7	Virginia Christenson	Christenson	St.
8	Steven Mirra		33A Washington St.
9	Sandra Lewis Angelone		84 Washington St
10	Cindy Stroman		13 Washington St
11	Moh, Mackenzie		38 Washington
12	Colleen Seachrist		195 Front. St.
13	N. BRYAN SEACHRIST		" " "

14	Danielle Henry		7 Washington St.
15	Laura Tetrautt		30 Washington St.
16	Chris Tetrautt		30 Washington St.
17	Jennifer Minia		33A Washington St.
18	W H Borden		83 Westside Dr
19	Denise Rausanen		8 Washington St Exeter
20	CARL RAISANEN		8 WASHINGTON ST, EXETER
21	Jay Myers		10 Woodlawn Circle Exeter
22	JOSHUA HAMEL		7 Washington St Exeter
23	Kimberly Myers		10 Woodlawn Circle, Exeter
24	Sharon Gullage		6 Clara St Exeter
25	Beth Pease		33 Washington Unit C Exeter
26	Labitha Modery		49 Washington St.
27	Meadow Uleny		58 Washington St, Exeter, NH
28	Meghan Petrucci		40 Washington St, Exeter
29	Erin Conlan		8 Cape Lane Exeter, NH
30	RICH ARONMAN		68 WASHINGTON ST, Exeter, NH
31	Peg Aronman		" "
32	William Holwick		45A Washington St. Exeter NH
33	Kara Hamk		"
	Mike Capelane		8 CAPE LN EXETER
	David Petrucci		40 Washington St Exeter NH

CONTACT INFORMATION

Name: Andrew Elliott

Phone #: 508-439-9168

Email: andrew.william.elliott@gmail.com

July 27, 2021

JUL 29 2021

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

Received

RE: Parking along roadside to access trails at PEA trailhead on Drinkwater Road. Current and proposed uses of the Smith-Page Conservation Land by the Town of Exeter.

Dear Mr. Dean:

We are residents of Exeter who live across the street from the PEA trailhead between 44 and 46 Drinkwater Road. For roughly twenty years now, people have been arriving at this location to utilize the trails owned by PEA. There is no designated parking lot at this location; therefore, people have parked their vehicles in improvised areas along the roadside or crammed them in the few spaces in front of the trailhead, all of which are patently unsuitable for parking safely. This activity has occurred all day, every day during this time, with families loading and unloading young children and dogs, donning snowshoes and skis, etc. and many times with their vehicle doors opened facing the road while traffic drives by, creating the potential for the loss of life not only to themselves but also to the traveling public. There has also been a parade of vehicles which have turned in our driveways and blocked our mailboxes. We have tried to manage these things on our own but were often met with resistance by those we confronted. This activity has caused a great disruption to our lives, some of whom have had to spend thousands of dollars to repair the damage done to our driveways. It should be noted that damage to the edges of the road, as well as parts of the travel lane in a few areas in proximity to the trailhead, have also been caused by those who park here. One residence here has even experienced a break-in a few years ago followed by the theft of a small trailer a little over a year later. We believe that perhaps someone might have used the numerous vehicles that park here to blend in while they cased our homes.

Some of us have lived here for only a short time and only know this reality; others have lived here much longer going back to over fifty years for one of us. This trailhead existed back then, but was really more of an access road for PEA equipment, and was rather concealed and far less noticeable from the road than it is today. During these times, we enjoyed a relatively peaceful life here: the only cars that turned in our driveways were the occasional commuters who randomly chose one of our driveways to reverse direction and the only vehicle stopping in front of our mailboxes was the mail carrier with the USPS. Then everything changed around twenty years ago. Around that time, we began to notice vehicles arriving here and parking at the trailhead and along the roadside. The numbers grew slowly over time presumably through word of mouth, the internet (which included the Town of Exeter website direct link to the PEA trails map PDF file) and social media. All this ultimately became a chaotic free-for-all of vehicles arriving here every single day from dawn to dusk, with all the disruptive behaviors and safety issues mentioned above.

Because our direct dealings with many of the "violators" did not result in any sort of resolution to the problem, we at 46 Drinkwater Road first decided to see if we could resolve the issue of people blocking our mailboxes by contacting the Town of Exeter Highway Department in August 2019 to erect "NO PARKING BETWEEN SIGNS"

signs on either side of the mailbox but was informed that they could not do that but could erect "NO PARKING ON PAVEMENT" signs on either side of the trailhead after it was observed how dangerous it was for cars to park in the travel lane given the volume of traffic and the speeding that occurs on Drinkwater Road.

Shortly thereafter, we at 44, 46 and 48 Drinkwater Road addressed the parking issue with PEA directly in September 2019 to propose that they put in a parking lot at the trailhead while outlining many of our concerns and observations which we felt would address all three issues simultaneously. After some dialogue over the following months they made it clear that they did not wish to construct a parking lot but that they were taking our concerns seriously. Instead, they installed a new gate, placed boulders to discourage parking at the trailhead entrance and added a "NO PARKING IN FRONT OF THIS GATE" sign as well as a "PEDESTRIAN ACCESS ONLY, TRAILHEAD PARKING AVAILABLE AT CHADWICK LANE" sign on the new gate. PEA further upgraded their trails map indicating within its legend a "PEDESTRIAN ACCESS – NO PARKING" designation at this trailhead. While the renovations were taking place from June 23 to August 31, 2020, several yellow barriers were placed just off the road with a "NO PARKING" sign in the middle. However, during that time, determined people still parked all up and down the road on both sides of the trailhead and some even parked on our side of the road. Once the barriers were removed, more people started to return. Then on September 23, 2020, PEA placed a sign at the trailhead announcing their trails would be temporarily closed to the public so that they could complete testing and quarantining procedures for COVID-19 while their students arrived over the next couple of months. Many people did go elsewhere during this time; however, others continued to hike their trails though they were closed to the public. The trails were reopened on November 26, 2020 and since then more people returned to the trailhead.

We have also learned that some members of the Conservation Commission intend to open up trails to the public within the Smith-Page Conservation Land that is located behind our homes. However, there is no designated parking lot for the public to park safely there either; there is only a narrow access point between 48 Drinkwater Road and the fire pond. This issue was addressed some eight or so years ago with a couple members of the Conservation Commission but if this is still being pursued, and people are encouraged to visit this site without the town first making provisions to create a safe place for visitors to park, this will only add to the problem that already exists here. Therefore, it is troubling to think that despite hearing our concerns back then, plans to open trails are nonetheless moving forward. We have also spoken with people who showed up at the Smith-Page entrance a few times recently who were performing various activities. One was a contractor who was involved in the beginning stages of test-drilling for an alternative water source for the town, with the proposal, that if approved, heavy equipment will need to be deployed out there somehow. Another was a member of the Conservation Commission who was removing invasive plants in and around the entrance. These people were informed of the robberies that had occurred at one of our homes recently and that we are rather wary of those who show up unexpectedly. They both agreed that it would have been a good idea to give someone a heads-up of such an arrival especially in light of those circumstances. Also, some of us have had hunters wander through our properties because they were unfamiliar with the area and became disoriented. Other hunters, also presumably unfamiliar with the area, were also seen standing too close to our homes and some were even facing in that direction. Had a deer wandered in front of them, they would have fired at our homes. We wonder if it is

possible that some public lands can just merely be preserved and protected from development to let the wildlife that live there exist free from human activity, especially one that is “land-locked”? There are other places where hunters can go and many trails that are available that people can use if they wish to enjoy our natural resources, many of which are within town limits or are close by: Henderson-Swasey Town Forest, The Oaklands, Little River Trail, Raynes Farm Trail, Kimball Reserve/Riverwoods Trails, to name a few. And if people still want to visit the PEA trails, they can park at Chadwick Lane or even Gilman Park where they can also hike the Gilman Spur and the Gilman Trail that terminates at Lary Lane. Our intent is not to deny anyone the right to any form of outdoor recreation; we are simply stating that for our sake and the sake of their safety and the safety of others, they do not need to do it here.

We have provided a Pen Drive that contains videos and photos depicting a representation of what has occurred here over the past twenty years so that you can see for yourselves how serious the parking problem is. The videos were edited as much as possible to highlight only the point of interest; however, those that are longer illustrate how involved some of these events are (e.g., vehicles stuck in the snow and those working to free them). We have also included copies of the letters sent to PEA. We encourage you to share these letters and the images on the Pen Drive with the Conservation Commission, the Select Board or anyone else you feel should be made aware of our concerns.

To be sure, since PEA placed barriers up while they replaced the gate last summer and then closed their trails last fall and again in February of this year because of COVID-19, this has helped to curtail visitation here. Some of us, in the last couple of years have also been a little less tentative and a bit more forthright in conveying to those who park here how we have been affected by all this which might also have contributed to the reduction in visitation. However, we feel that the aforementioned is a rather anomalous set of circumstances and are concerned that, over time, and once the dust settles, visitation to this trailhead will continue to increase to what it was before as this is how it happened twenty years ago and we do not want it to become another free-for-all before something is done. And opening trails behind our homes will surely exacerbate the problem. Moreover, we certainly do not need to wait until someone loses their life. Even with the reduced volume of cars, people still turn in our driveways, block our mailboxes (although not as much as before) and park dangerously in the travel lane despite the efforts of PEA and the highway department. We therefore ask you and other town officials to consider taking the following actions to help us with the issues addressed above:

- Add some sort of narrative on the Town of Exeter website (as well as other websites dedicated to trail hiking) to direct people who wish to hike the PEA trails to park at Chadwick Lane and to discourage them from parking on Drinkwater Road
- Either replace the “NO PARKING ON PAVEMENT” signs with “NO PARKING” signs (as the aforementioned signs are now obsolete), or maybe with greater effect, erect a sign at this trailhead to make it more clear to those who arrive here that there is no parking allowed for trail use and that they should park at Chadwick Lane (or maybe do both)
- Coordinate with EPD to enforce (they have these images and are aware of the parking problem)

- Remove other activities that draw people to this location: there is a Pokemon waypoint located at the trailhead gate that attracts people sometimes late at night on the weekends and there are several Geocaching sites scattered about from the trailhead to the Holman gravestone (these were both done without the knowledge of PEA)
- Reconsider plans to open trails to the public on Smith-Page Conservation Land with no established parking lot so this does not further add to the parking problems that already exist
- Reevaluate whatever guidelines you have in place for hunting within Smith-Page Conservation Land (e.g., is the property large enough for such an activity, are residences too close to allow such an activity to occur safely, etc)
- We residents would also like to be informed in the future of any intended activities on the Smith-Page Conservation Land so we can offer our opinions, if needed

With the exception of those who decided to ignore the "CLOSED FOR COVID-19" signs, most of the visitors, many of whom were regular visitors, clearly found alternative places to go, so we know that people do not have to come here to enjoy the outdoors, although some of these regulars have already slowly started to return along with several new arrivals. We residents, however, do not have an alternative at our disposal. We are just trying to protect the investments we have made in repairing the damage done to our driveways and those repairs are already experiencing damage and will be in need of further repairs, and at our expense, if people continue to park here. We also hope that there will be transparency by the Town of Exeter about the current and future intended activities of the Smith-Page Conservation Land.

We look forward to hearing from you soon. We trust you will give us the same thoughtful consideration as did PEA.

Thank you very much for your time.

Respectfully yours,



David Loch
46 Drinkwater Road
Exeter, NH 03833



Greg Smith
44 Drinkwater Road
Exeter, NH 03833

Enclosures:

- September 19, 2019 Letter to William K. Rawson, Principal, PEA
- October 16, 2019 Letter to Mark Leighton, Director of Facilities, PEA
- Pen Drive containing Photos and Videos containing a visual documentation of the issues we raised about many of those who park at the PEA trailhead here



July 21, 2021

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

Re: Xfinity TV Service Changes

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the following change(s) to the Xfinity services provided in your community that will take effect August 18, 2021:

Our \$17.95 Xfinity TV Latino service will be renamed Latino Plus and include over 2,000 hours of Video On Demand content from FlixLatino and ATRESplayer at no additional charge. Latino Plus will no longer be available for new subscriptions; however, customers currently subscribing to the service will continue to receive the service until they make a change or receive further notice.

A new Xfinity TV Latino service will be available at \$10 per month and will include up to 45 channels, including Discovery Espanol, ESPN Deportes, and Pasiones.

The monthly fee for Selecto will be reduced from \$14.99 to \$9.00 per month. Customers will continue to receive all the same channels they have been receiving.*

The Basic Latino package will now include up to 2,000 hours of Video On Demand content from FlixLatino and ATRESplayer at no additional charge.*

Customers are receiving notice of these changes in their bill.

Please feel free to contact me at Thomas_Somers@cable.comcast.com should you have any questions.

Very truly yours,

Jay Somers

Jay Somers, Sr. Manager
Government Affairs

*These services were previously made "no longer available for new subscription".

Town Manager's Office

JUL 23 2021

Received



July 16, 2021

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

Re: Emergency Connectivity Fund

Dear Chairman and Members of the Board:

Comcast is proud to support school districts and libraries eligible for federal E-Rate funding as they work to connect households to the power of the Internet at home through the FCC's Emergency Connectivity Fund (ECF), which is administered through the Universal Service Administrative Company (USAC). This letter is to inform the communities we serve that local school departments and libraries may be able to seek reimbursement through ECF to sponsor Internet service as part of our Internet Essentials Partnership Program.

Enclosed, for your convenience, please find information about ECF. Additionally, USAC has created a helpful website, <https://www.emergencyconnectivityfund.org/>, for organizations to learn more about the funds and to apply. There is a 45-day application window to apply for this funding, which opened on June 29, and will remain open until August 13.

If you would like to discuss how your school district or libraries can partner with Comcast to sponsor students using ECF, please do not hesitate to contact me at **Thomas_Somers@cable.comcast.com** or **617.279.7675**. Thank you again for your generous support of students, families, patrons, teachers, and staff.

Very truly yours,

Jay Somers

Jay Somers, Sr. Manager
Government Affairs

Town Manager's Office

JUL 19 2021

Received

Emergency Connectivity Fund

The FCC's Emergency Connectivity Fund (ECF) is a \$7.17 billion government program to help schools and libraries provide the tools and services needed for remote learning during the COVID-19 emergency period. For eligible schools and libraries, the ECF program will cover reasonable costs of: (1) Internet connectivity for students, school staff, and library patrons at locations other than schools or libraries; (2) equipment such as Wi-Fi hotspots, modems, and routers; and (3) laptop and tablet computers.

Comcast is proud to support partners who apply for ECF. Eligible applicants interested in working with Comcast to obtain high-speed Internet service on behalf of students, school staff, and library patrons using ECF can do so through our acclaimed Internet Essentials Partnership Program (IEPP). Leveraging IEPP, we have a streamlined process for eligible entities to seek ECF funds and quickly connect individuals in need to broadband access at home through Internet Essentials from Comcast.

Comcast is proud to support partners who apply for ECF.

IEPP ECF Partners may select between one of two speed-tier options of service.

INTERNET ESSENTIALS:

- 50/5 Mbps
- \$9.95/month + tax
- Equipment rental fees included
- CIPA compliant through xFi Advanced Security and Parental Controls

INTERNET ESSENTIALS PLUS:

- 100/5 Mbps
- \$29.95/month + tax
- Equipment rental fees included
- CIPA compliant through xFi Advanced Security and Parental Controls

Who is Eligible to Receive Funding through ECF?

Funding will be limited to nonprofit schools, libraries, and consortia of schools and libraries that are eligible for support under the FCC's E-Rate program, as well as Tribal libraries eligible for support under the Library Services and Technology Act. Funding will be prioritized for the highest needs schools based on the percentage of students eligible for the National School Lunch Program, with an additional factor based on rurality.

How Can Schools and Libraries Apply for Funding?

The initial application filing window will open on June 29, 2021, and close on August 13, 2021. During this time, eligible entities can submit funding requests to the FCC to cover the cost of eligible services, equipment, and devices between July 1, 2021 and June 30, 2022. Applicants must specify if they will submit invoices or if their service provider has agreed to submit invoices on their behalf. The Universal Service Administrative Company (USAC) is the administrator of the ECF program and will review applications and issue funding commitment decision letters (FCDL) for approved organizations. After receiving an FCDL, approved organizations may submit reimbursement requests to USAC. A second filing window may be opened for prospective or retrospective purchases if not all funds are used within the first filing window. Interested schools and libraries can find more information and apply at [EmergencyConnectivityFund.org](https://www.emergencyconnectivityfund.org).

To learn more, visit [InternetEssentials.com/Sponsor](https://www.internetessentials.com/sponsor)



What is the Internet Essentials Partnership Program?

Comcast is leveraging its Internet Essentials Partnership Program (IEPP) to facilitate school participation in the ECF program. IEPP provides the opportunity for school districts and other organizations to enter into an agreement with Comcast to fund and quickly connect students and families to broadband access at home through Internet Essentials from Comcast. For more information on working with Comcast to utilize the ECF program, please complete an online intake form at InternetEssentials.com/Sponsor to kick off the process to become an Internet Essentials Partnership Program partner.

Work with Comcast

Comcast's participation in ECF was designed and is supported by E-Rate experts. We will work with each applicant to determine the best route for reimbursement and to facilitate participation in ECF. Our team provides dedicated support for sponsors seeking to leverage ECF. Our trained agents are available to assist you Monday through Friday from 8 AM to 8 PM EST. Sponsored households can leverage our enrollment center to receive assistance with applications seven days a week, from 8 AM to Midnight EST. Our agents can assist sponsored households in more than 240 languages and for our hearing-impaired sponsored households, American Sign Language-trained agents are available through video chat.

If you have additional questions or would like more information about working with Comcast, please email IEPP_Support@Comcast.com.

Comcast's Commitment to Digital Equity

Over the next 10 years, Comcast is committing \$1 billion to reach 50 million low-income Americans with the tools and resources they need to succeed in a digital world. We'll do this by connecting people to the Internet at home, equipping safe spaces with free Wi-Fi, and working with thousands of nonprofit community organizations, city leaders, and business partners to create opportunities.



Committed by
Comcast over the
Next 10 Years



Internet Essentials from Comcast

Internet Essentials is Comcast's signature digital equity initiative and the nation's largest and most comprehensive broadband adoption program. In 10 years, it has helped connect 10 million low-income Americans to broadband Internet at home, most for the very first time. The program addresses the three major barriers to broadband adoption—digital literacy training and relevance, equipment, and cost—and relies on a network of tens of thousands of community partners to help families cross the digital divide.

To learn more, visit InternetEssentials.com/Sponsor





Russ Dean <rdean@exeternh.gov>

Unitil 2021 Electric Exercise August 12th

1 message

Window, Kashena <windowk@unitil.com>
To: "Window, Kashena" <windowk@unitil.com>
Cc: "Ulban, Jacklyn" <ulbanj@unitil.com>

Mon, Jul 12, 2021 at 10:30 AM

To our valued Municipal, Regulatory, State, and Elected Official Partners:

We invite you to participate in our [2021 Electric Exercise on Thursday, August 12th](#).

Annually, Unitil tests its emergency response plan and procedures to ensure the Company is able to effectively respond to an emergency. Due to the ongoing COVID-19 safety concerns and physical distancing measures, [all external participation will be conducted remotely via phone, email and/or webinar](#).

The exercise will simulate a significant weather event impacting the New England region. Please see the attached invitation and RSVP by replying to this email – remote participation instructions and details will be provided prior to August 12th to those who have responded.

Thank you,


Kashena Window

Emergency Planning Specialist, Business Resiliency & Compliance

6 Liberty Lane West Rd. Hampton, NH 03842

(o)603-773-6423 (m)603-770-9697



 **Unitil Electric Exercise Invitation -2021.pdf**
288K



Exeter Area Charitable Foundation

120 Water St
Exeter, NH 03833
Exeter, NH 03833-0278
(603) 772-2411

July 14, 2021

Subject: **EACF Annual Report of Exeter Funding FY21**

Dear Mr Dean,

The Exeter Area Charitable Foundation's Board of Directors wishes to thank the town management and its citizens for the \$2,400 grant in FY 2021. Your continued support of our mission helps us meet the needs of Exeter's most vulnerable children each year with clothing vouchers.

Vouchers were issued through our established network of social service agencies including Exeter Human Services, St. Vincent De Paul, Rockingham Community Action.

- Last year we distributed \$92,790 to 729 children.
- 243 recipients were Exeter residents, or 33% of our overall total, receiving vouchers totaling \$31,110.
- \$80,318 of the distributed clothing vouchers were redeemed, equating to 87%.

Additionally, direct grants were once again given to the Exeter public school principals to help any child with clothing or assistance that might have fallen through the social services programs. Exeter school assistance total was \$3,250 last year.

Best regards --

Charles Walker
EACF Chair

Town Manager's Office

JUL 14 2021

Received

JEANNE SHAHEEN
NEW HAMPSHIRE

SUITE 5M-505
HART BUILDING
WASHINGTON, DC 20510
(202) 224-2843

United States Senate
WASHINGTON, DC 20510

June 21, 2021

The Honorable Patrick Leahy
Chairman
Committee on Appropriations
United States Senate
S-128, The Capitol
Washington, DC 20510

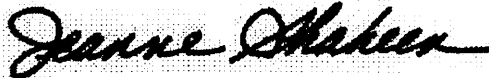
The Honorable Richard Shelby
Vice Chairman
Committee on Appropriations
United States Senate
S-128, The Capitol
Washington, DC 20510

The Honorable Jerry Moran
Ranking Member
Appropriations Subcommittee on Commerce,
Justice, Science, and Related Agencies
Washington, DC 20510

Dear Chairman Leahy, Vice Chairman Shelby and Ranking Member Moran:

I certify that neither I nor my immediate family has a pecuniary interest in any of the congressionally directed spending items that I have requested in the Fiscal Year 2022 Commerce, Justice, Science and Related Agencies Appropriations Bill, consistent with the requirements of paragraph 9 of Rule XLIV of the Standing Rules of the Senate.

Sincerely,



Jeanne Shaheen
United States Senator

Congressionally Directed Spending Requests Submitted by Senator Jeanne Shaheen to the FY 2022 Commerce, Justice and Science Appropriations Bill

Project Location	Recipient Name	Project Purpose	Amount Requested (in thousands)
Cheshire County, NH	City of Keene Police Department	This project would provide funding for 50 Body Worn Camera (BWC) units and equip 16 cruisers with integrated In-Car Video Systems, as well as associated Wireless Access Points and necessary training and start-up equipment. It would also provide the Keene Police Department (PD) with unlimited cloud storage and the software necessary to run the program and conduct redaction as necessary for Right to Know requests based on NH Statute. Keene PD is requesting this funding to meet the NH Law Enforcement Accountability, Community, and Transparency Commission's recommendation to implement BWC programs in all New Hampshire law enforcement agencies as part of New Hampshire law enforcement reforms.	\$415
Cheshire County, NH	Cheshire County Sherriff's Office	This project would replace Cheshire County Sherriff's Office Dispatch Center existing public safety and emergency communications network with a wide area digital network radio system. The project will also support engineering studies that will provide recommendations for the strategic placement and best use of the remote radio and relay sites and provide solutions that best address how to fill in radio communications gaps in the highly rural areas.	\$750
Concord, NH	McAuliffe-Shepard Discovery Center	This project would replace the Discovery Center's 92 planetarium seats (installed in 1990) with new adjustable seating that would provide a better view of presentations on the Center's overhead domed screen. The funds would also allow for the Center to replace their old projectors with a newer, more energy-efficient model.	\$348
Durham, NH	The University of New Hampshire	This proposal builds on the University of New Hampshire's (UNH) efforts to construct a unique, ultra-sensitive magnetometer array to better understand how Earth's geomagnetic environment responds to space weather generated by the sun. This work, and these instruments, help build interest in STEM and space research at the undergraduate level through Space Weather UnderGround (SWUG), and graduate level through federal projects where students	\$501

		in the SWUG can get hands-on experience with flight instrumentation.	
Exeter, NH	Town of Exeter Police Department	This project would provide funding for the Exeter Police Department (PD) to purchase body-worn camera (BWC) units and equip cruisers with integrated In-Car Video Systems, as well as associated Wireless Access Points and necessary training and start-up equipment. Exeter PD is requesting this funding to meet the New Hampshire Law Enforcement Accountability, Community, and Transparency Commission's recommendation to implement BWC programs in all New Hampshire law enforcement agencies as part of New Hampshire law enforcement reforms.	\$232
Greenland, NH	Greenland Police Department	This project would allow the Greenland Police Department (PD) to purchase 9 body-worn camera (BWC) units and access the cloud storage and the software necessary to run the program and conduct redaction as necessary for Right to Know requests based on New Hampshire Statute. Greenland PD is requesting this funding to meet the New Hampshire Law Enforcement Accountability, Community, and Transparency Commission's recommendation to implement BWC programs in all New Hampshire law enforcement agencies as part of New Hampshire law enforcement reforms.	\$70
Greenland, NH	Greenland Police Department	This project would fund the installation of an electronic (via cards or fobs) key security system for the Greenland Police Station, which would provide documentation of who enters/leaves, access of the property/evidence room and building security. The funds would cover the cost of the physical security system (estimated at five (5) electronic entrances and 15 cards/fobs to be issued to authorized employees), the computer and/or software needed to run/control the system.	\$15
Hillsborough County, NH	Merrimack Police Department	This project would fund the Merrimack Police Department and Fire Department's efforts to upgrade to their existing radio system to an 800 megahertz (MHz) digital trunked radio system in order to alleviate current coverage issues. Both departments have had radio coverage issues while trying to transmit inside large structures and other geographically compromised areas.	\$1,472

Nashua, NH	Nashua Police Department	This project would allow the Nashua Police Department (PD) to provide interpretation and translation services to community members. Currently, this service is not provided due to a lack of local resources. Nashua PD would contract with an outside vendor who would provide interpretation and translation 24/7 via phone as well as video conference in both the field and a formal setting.	\$95
Rochester, NH	Municipal Alliance for Adaptive Management	This federal funding would help the Municipal Alliance for Adaptive Management invest in and expand both eel grass and oyster restoration in Great Bay. The Municipal Alliance for Adaptive Management would work with the Piscataqua River Estuaries Program to monitor the eel grass growth and would partner with other organizations on oyster restoration monitoring. Both eel grass and oyster beds can naturally help to treat and improve the water quality in Great Bay.	\$1,000
Rockingham and Strafford Counties, NH	The University of New Hampshire	This project would expand and renovate the University of New Hampshire Jackson Estuarine Lab (JEL) by 4,000 sq ft. to: 1) launch a state-of-the-art water quality lab that can leverage UNH's investment in genomic sequencing, better engage federal, state, and local partners, and provide real time monitoring of the Great Bay Estuarine System; 2) provide the local support through a new high bay space for marine operations (manned, autonomous), aquaculture systems for sustainable seafood, expanded diving, and field operations; and 3) create convening space to support Federal, state, and community engagement and coordination.	\$3,813
Rockingham and Strafford Counties, NH	NH Fish and Game Department	This project would fund New Hampshire Fish and Game outreach efforts to inform the New Hampshire fishing industry of NOAA's proposed rule related to Agency-required efforts to reduce the risk of injury and mortality to the North Atlantic Right Whales. The funds provided by the request would assist in the development of outreach materials and meetings with the industry to outline the current issues and obtain input on remedies that will help the lobstermen comply with the proposed rule modifications.	\$50
Statewide, NH	NH Department of Justice	This CDS project would allow the New Hampshire Department of Justice to solicit applications from New Hampshire Law Enforcement for one time capital expenses, security upgrades and community police initiatives. This will include funding for body and dashboard cameras, radio system upgrades, bulletproof vests, stipends for training of police officers and community policing initiatives. This will	\$500

		allow law enforcement agencies to make important upgrades that may not have been available because of limited local budgets.	
Statewide, NH	NH Department of Safety – Division of State Police	This CDS proposal would provide the New Hampshire State Police with funding needed to obtain hardware, software and additional training to appropriately respond to the rise in digital crime. The project will allow the NH State Police Department of Special Investigation to provide improved, free services to local Law enforcement agencies as well as expanded training for forensics lab staff.	\$1,224
Statewide, NH	Plymouth State University	This project would fund upgrades to the Plymouth State University's (PSU) Draper & Maynard Outfitting the Electromechanical Technology and Robotics (EMTR) Lab with new technology and equipment. EMTR is a new PSU four-year program that aims to prepare students for state-of-the-industry technology careers in robotics, automation and IoT (Internet of Things) technology platforms.	\$1,000
Strafford County, NH	Durham Department of Public Safety	This project would replace the Town of Durham's existing public safety and emergency services land mobile radio (LMR) communications equipment infrastructure which is obsolete and unserviceable, with new modern technology and equipment. The Town of Durham and Strafford County government are collaborating with Motorola Solutions to build an updated communications system. The project is shovel-ready (pending funding) and can be constructed over a twelve to eighteen month period.	\$900
Strafford County, NH	Strafford County	This project would allow Strafford County to build out an engineered two-way radio system to cover the current needs of all County Law Enforcement, Fire, EMS and Emergency Management Entities. This system will provide portable radio coverage at an industry standard of 95% coverage area and 95% reliability county-wide to increase responder safety and coordination by having reliable and improved coverage.	\$750

Town Manager's Office

JUL 30 2021

Received

WILLIAM CREIGHTON REED
HEATHER STEWART REED
Five Timber Lane, Apartment 118
Exeter, New Hampshire 03833

July 27, 2021

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

Repurposing Swasey Parkway

We recently moved to the Town of Exeter and have become enamored with the Swasey Parkway as a quiet and beneficial place, in the middle of town, along which people of all ages walk, exercise, play, relax plus enjoy the Squamscott River and its environment. Without vehicular traffic the parkway is now a commons of wellbeing and peacefulness.

The few times when vehicles are permitted to safely use the parkway for public events is both a minor inconvenience and community benefit.

The Town of Exeter Select Board should act promptly to permanently ban vehicles and retain the Swasey Parkway as it now has become. Nearby Newfields Road parallels Swasey Parkway to better handle all two-way vehicular traffic. Therefore, Swasey as a one-way vehicular parkway is redundant.

This is a unique opportunity for the Town of Exeter to repurpose and rename the parkway, perhaps as Swasey Commons, for pedestrian use and enjoyment.

Respectfully submitted,

Heather S. Reed
Creighton Reed

Copies to: ✓ Russ Dean, Town Manager
David Sharples, Town Planner



Town Manager's Office

JUL 30 2021

Received

New Hampshire
800.626.0622
www.casanh.org

BOARD of DIRECTORS

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WMUR TV ABC-9

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Karen J. Borgstrom, Esq.
Dartmouth-Hitchcock

Paul Chant
Cooper Cargill Chant

Sue Chollet
Peterborough, NH

Pat Clancey
Pat Clancey Realty

Sabrina Dunlap
Anthem Blue Cross
Blue Shield

Chief David Goldstein
Franklin NH Police Department

Ellen Koenig
NH Women's Foundation &
Nonprofit Consultant

Nancy Sampo
Enviro-Tote Inc.

Tom Stevens
Manchester, NH

Marcia R. Sink
PRESIDENT & CEO

July 21, 2021

Town Selectmen
Town of Exeter
10 Front St
Exeter, NH 03833-2792



Dear Town Selectmen,

The Town of Exeter's recent \$375.00 gift demonstrates your commitment to child victims of abuse and neglect, and to CASA of NH. Thank you so much for helping us in our efforts to recruit, train, and supervise the hundreds of outstanding volunteers who advocate for child victims in our local and state courts each and every day.

Currently, CASA of NH is providing volunteer Guardians Ad Litem (GAL) for approximately 85% of the State of New Hampshire's child abuse and neglect cases. Your generosity will help us move toward the day when we are able to provide a GAL for close to 100% of these children.

We appreciate the opportunity to work in partnership with the Town of Exeter. Thank you for sharing our vision of a safe and permanent home for every child in New Hampshire.

Gratefully,

Suzanne Lenz
Development Director

No goods or services were provided in exchange for your contribution. Tax ID: 02-0432242.