

Select Board Meeting
Monday, October 18th, 2021, 6:30 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 EXTV 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/82531399608>

To access the meeting via telephone, call +1 646 558 8656 and enter Webinar ID 825 3139 9608

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 Interviews – Conservation Commission, Communications Advisory Committee, Community Power Aggregation Committee
3. Public Comment
4. Proclamations/Recognitions
 - a. Proclamations/Recognitions
5. Approval of Minutes
 - a. Regular Meeting: October 4th, 2021
6. Appointments
7. Discussion/Action Items
 - a. Age Friendly Communities Survey
 - b. Parking Lease Agreement – 10 Hampton Road
 - c. Riverwoods Tax Agreements
 - d. CATV Contract Update – Kate Miller
 - e. Fund Balance Discussion
 - f. Select Board Report on Committees
8. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager’s Report
 - d. Select Board Committee Reports
 - e. Correspondence

9. Review Board Calendar
10. Non-Public Session
11. Adjournment

Niko Papakonstantis, Chair
Select Board

Posted: 10/15/21 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



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

Interview
 10/18/21
 6:30 pm
 Wheelwright Room

**Statement of Interest
 Boards and Committee Membership**

Committee Selection: Conservation Committee

New Re-Appointment Regular Alternate

Name: Kyle Welch Email: kdwelch1@gmail.com

Address: 16 Wentworth St., Exeter Phone: 857 998-1082

Registered Voter: Yes No

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

I would like to be considered as an alternate member of the Exeter Conservation Committee. I have been an Exeter resident for 7 years. My wife, 2 teenage children, and dog are all active users of the conservation land in Exeter and surrounding communities as runners, hikers, bikers, snow shoes, etc. and I would like to be involved in the process of shaping the future of these areas.

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: Kyle Welch Date: 10/4/21

To be completed by Select Board upon appointment:

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

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

10/18/21
6:40 pm

Statement of Interest
Boards and Committee Membership

Committee Selection: Communications Committee

New

Re-Appointment

Regular

Alternate

Name: Herb Moyer Email: herb.moyer@comcast.net

Address: 51 Westside Drive; Exeter Phone: 603-772-6910

Registered Voter: **Yes** **No**

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

I have always had a keen interest in Exeter's Public Access TV Channel, and have made numerous community video contributions to the medium.

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- 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: Herbert S. Moyer Date: 10/1/2021

To be completed by Select Board upon appointment:

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



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

Interview
10/18/21
6:50 pm

Statement of Interest Boards and Committee Membership

Committee Selection: Exeter Community Power Aggregation Committee

New

Re-Appointment

Regular

Alternate

Name: J. Stephanie Marshall Email: stephmarshall@myfairpoint.net

Address: 7 Nelson Drive Phone: 603-491-3712

Registered Voter: Yes No

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

Volunteers work for 10 years on climate change issues including support for renewable energy. Co-sponsored citizens petitions for town vote on promoting off-shore wind, opposing tar sands oil pipeline and granite bridge pipeline.

* Note: my husband is immunocompromised so I will either attend meetings by Zoom or everyone in meeting will wear masks - I am working with committee on that.

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: J. Stephanie Marshall Date: 9/30/21

To be completed by Select Board upon appointment:

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

Proclamations/Recognitions

Minutes

Select Board Meeting
Monday October 4, 2021
7 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

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

Absent: Lovey Roundtree Oliff

The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Public Comment

Andrew Elliot of 42 Washington Street discussed the Washington Street speeding issue. The Police finished their second speed survey, and found that 4,000 out of 9,000 cars were going above the posted speed limit of 25. He submitted a letter to have town ordinances changed to reflect the posted speed limit of 25, on Washington Street as well as two other streets recommended by Chief Poulin.

Mr. Papakonstantis asked Mr. Dean to give an update on Chief Poulin's work. Mr. Dean said the town is in the midst of doing a couple of different speed surveys, on Elliot, Pine, and likely a few more. We're planning to do the ordinance changes all at once rather than piecemeal. The speed surveys usually take a few weeks. Mr. Papakonstantis asked Mr. Dean to give regular updates on the progress.

3. Proclamations/Recognitions

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

4. Approval of Minutes

- a. Regular Meeting: September 27, 2021

MOTION: Ms. Gilman moved to approve the Select Board meeting minutes of September 27, 2021 as presented. Mr. Browne seconded. Ms. Cowan abstained as she was not present at the September 27 meeting, and the motion passed 3-0-1.

5. Appointments/Resignations

MOTION: Ms. Gilman moved to accept the resignation of Connor Barry from the Communications Committee. Mr. Browne seconded. All were in favor and the motion passed 4-0.

6. Discussion/Action Items

- a. Bower Land Donation - Acquisition Vote

MOTION: Mr. Browne moved to accept the donation of Map 28 Lot 16 from the estate of Mary Bower. Ms. Gilman seconded. All were in favor and the motion passed 4-0.

b. Tree Ordinance - Second Reading

Mr. Dean said that legal counsel had some concerns about the proposed tree ordinance, and Kristen Murphy has asked the Board to table the change. There were some issues having to do with tree ownership; if the trees are on an easement, the owner owns the trees, and the town has no authority to tell people they can't manage or cut down those trees. Counsel will give the town guidance on how to proceed.

MOTION: Ms. Gilman moved to table the reading of the tree ordinance to a future date to be determined. Mr. Browne seconded. All were in favor and the motion passed 4-0.

7. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

i. There were no abatements or exemptions considered at this meeting.

b. Permits & Approvals

i. There were no permits or approvals considered at this meeting.

c. Town Manager's Report

i. Mr. Dean met with the General Government budget subcommittee this morning.

ii. Tomorrow the Health Trust will do its rating exercise. We expect about a 1.6% increase, so that's good news for the budget. Dental should be a decrease.

d. Select Board Committee Reports

i. Mr. Browne had no report.

ii. Ms. Gilman attended a Rec Advisory Board meeting where they toured the property on Hampton Road proposed for purchase. The building is extensive and will do a lot for Rec programming. With the addition of an elevator, it will be much more accessible than the current building. It's contiguous to the playing fields. She asked that residents not yet use this property as Rec parking until the decision is made on this property. On Friday the Heritage Commission Demolition Review Committee is going to review a demolition of 35 High Street and the house behind it. There's also an upcoming Public Hearing on 7 Wadleigh Street. The redistricting informational meeting is at 6 PM Tuesday at Epping Courthouse in Brentwood.

iii. Ms. Cowan said she attended a lengthy Planning Board meeting where they approved the condition on the One Home Builders project on Charter Street which has wetlands, as well as the W. Scott Carlisle project, a 12 single family subdivision. Nouria Energy has torn down the old Jaguar Dealership on Epping Road. At the Water/Sewer Advisory meeting, they approved abatements.

iv. Mr. Papakonstantis attended the BRC meeting last Wednesday, where Mr. Dean went over the draft budget. The subcommittees are starting to get to work. There's a Sustainability Committee meeting tomorrow. He

thanked the Parks and Rec Dept and volunteers for the Powder Keg Beer Fest, which sounds like it was very safe and successful.

e. Correspondence

- i. There was no correspondence considered at this meeting.

8. Review Board Calendar

- a. The next meetings are Oct 18, Nov 8, and Nov 22. The all-day Budget Meeting is Oct 22.
- b. Mr. Papakonstantis said he and Ms. Oliff finalized their recommendations regarding Committees and Boards, and they will present them to the Board on the 18th.

9. Non-Public Session

MOTION: Ms. Cowan moved to enter into non-public session under RSA 91-A:3 II (a) and (c) Ms. Gilman seconded. In a roll call vote, the motion passed 4-0 and the meeting went into non-public at 7:19 PM.

10. Adjournment. The Board emerged from non public session. Selectman Browne moved to seal the minutes until resolution of all matters. Selectwoman Cowan seconded. The motion carried unanimously. Selectwoman Gilman moved to adjourn. Selectwoman Cowan seconded. The Board stood adjourned at 7:35 pm.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments

**Board and Committee Appointments/Resignations
October 18, 2021**

Budget Recommendations Committee

Amy Farnham – resignation October 12, 2021

Discussion /Action Items

Age Friendly Communities Survey



EXETER PARKS & RECREATION

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



TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager

CC: Greg Bisson, Director of Parks and Recreation

FROM: David Tovey, Assistant Director of Parks and Recreation

RE: Age Friendly Communities Survey

DATE: 09/30/2021

The Exeter Parks and Recreation Department was recently approached by the Rockingham Planning Commission to join their partnership with Rockingham Nutrition Meals on Wheels and several other seacoast communities for a regional age friendly survey project. This project is made possible by a two year grant from the Tufts Health Plan Foundation and AARP is also a collaborating sponsor. The goal of the project is to work with communities to better understand the needs of older residents, and how to best address those needs now and into the future.

Greg, Tara and myself presented the project and it's requirements to the Recreation Advisory Board for their vote on moving forward with the project and they approved moving forward unanimously. RPC would like each town participating in year 1 to formally endorse the project at the governing body level.

The Exeter Parks & Recreation department is requesting the Select Board to 'formally endorse' our department to participate in this project, which will take place from January 2022 to June of 2022.

Respectfully Yours,
David Tovey
Exeter Parks & Recreation Assistant Director

Parking Lease Agreement – 10 Hampton Road

PARKING LEASE AGREEMENT

THIS LEASE AGREEMENT (hereinafter referred to as the "Agreement" or the "Lease") is made and entered into on September 15, 2021, by and between QMMR Realty, LLC (hereinafter referred to as "LANDLORD") and Town Of Exeter (hereinafter referred to as "TENANT").

PREAMBLE:

WHEREAS, the LANDLORD is the proprietor of the real estate property located at 10 Hampton Rd, Exeter, New Hampshire 03833 in Rockingham County (hereinafter referred to as the "Premises"); and these Premises include a section adjacent to the Recreation and Parks Department land made up of the 2/3 of the Premises furthestmost from Hampton Road, that is furthestmost behind the house, (hereinafter referred to as the "Parking");

WHEREAS, the LANDLORD wishes to lease the Parking to the TENANT upon the terms and conditions contained in this Agreement; and

WHEREAS, the TENANT wishes to lease the Parking from the LANDLORD upon the terms and conditions contained herein;

NOW, THEREFORE , in consideration of the covenants and obligations contained herein, and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

ARTICLE I - TERM

The lease term begins on September 15, 2021, (hereinafter referred to as the "Commencement Date") and shall terminate at 12 o'clock midnight on 03/31/2022. The TENANT shall vacate the parking upon the termination of the Agreement, unless (i) the LANDLORD and the TENANT have agreed to extend this Agreement or have signed a new lease agreement; (ii) the LANDLORD accepts further rent from the TENANT (other than past due rent), in which case a month-to-month tenancy shall be created which either party may terminate by a thirty (30) day written notice. In the event month-to-month tenancy results, rent shall be at a rate agreed to by the LANDLORD and the TENANT, or as allowed by law; all other terms and conditions of this Agreement shall remain in full force and effect.

ARTICLE II – PAYMENTS and INSURANCE

"Rent" shall mean all monetary obligations owed by the TENANT to the LANDLORD under the terms of this Agreement:

Amount: The total monthly rent for the duration of this agreement is the sum of \$100.00 per month.

Payment Information: All rent payments due under this Agreement shall be made directly to the LANDLORD at LANDLORD's address listed here: 10 Hampton Rd, Exeter, NH 03833 or any other location subsequently specified by the LANDLORD in writing to the TENANT.

Tenant shall maintain general liability insurance of at least \$1,000,000 per occurrence specifically naming Landlord as additional insured on a primary basis for claims arising from the Town's negligent operation and use of the premises. Tenant shall indemnify and hold harmless QMMR Realty, LLC, Qessential Medical Market Research, LLC, and Jefferson Homes, LLC, and their respective members, managers, officers, or directors, from and against any and all third-party claims, losses, damages, suits, fees, judgments, costs and expenses including reasonable attorneys' fees incurred in responding to such claims, that the Indemnified Party may suffer or incur arising out of or in connection with the Town's negligent use of the property as described below.

Use of Property:

The Tenant and members of the public involved in Recreation and Parks Department activities including those participating in those activities and their friends and family (hereinafter referred to as "Participants") will have access to the Parking at 10 Hampton Rd, Exeter, NH 03833, during the following:

Town Staff Only: Monday-Friday between 7 am and 3 pm.

Participants: Monday-Friday between 5 pm to dusk, Saturday and Sunday from 8 am- dusk.

During the week, Parking does **not** include spaces adjacent to either the Main House at 10 Hampton Road or the smaller carriage house at the same address. Those spaces are reserved for use by the businesses currently renting those buildings. Parking for Tenant during the week only includes parking spaces in the back two-thirds of the property. Tenant shall be responsible for enforcing this agreement with respect to its Participants and Staff and shall communicate the relevant terms of this agreement to them.

Vehicle parking is to be used only for properly licensed and operable motor vehicles. NO trailers, boats, campers, recreational vehicles, busses, trucks, or unregistered vehicles are to be brought on the Premises. NO parking or driving on the property lawn or neighbor's lawns or driveway is permitted. Any cars found parked on the lawn will be towed at the car owner's expense. Parking space is to be kept clean and cars must be parked in an orderly fashion. Mechanical work or storage of inoperable vehicles is not permitted in any parking space or elsewhere on the Premises. The LANDLORD, at the TENANT's expense, may remove disabled vehicles and unregistered vehicles at any time. NO vehicle maintenance may be performed on the property (i.e. oil changes, brake changes, etc.). Town parking restrictions must be followed.

AGREED:

As to LANDLORD on October 1, 2021, LANDLORD: QMMR Realty, LLC



(Landlord Signature)

As to TENANT on 10/04/2021 TENANT: Town Of Exeter

(Tenant Signature)

Riverwoods Tax Agreements



CELEBRATING OVER 35 YEARS OF SERVICE TO OUR CLIENTS

October 14, 2021

VIA ELECTRONIC MAIL ONLY (NPapakonstantis@exeternh.gov)

Niko Papakonstantis, Chair
Town of Exeter Select Board
10 Front Street
Exeter, NH 03833

Re: 2021 PILOT Agreement for The RiverWoods Company, at Exeter, New Hampshire

Dear Chair Papakonstantis and Members of the Board:

Enclosed please find our proposed 2021 PILOT Agreement for the three campuses which comprise RiverWoods. Last year when we discussed the 2020 PILOT Agreement, the Board asked for a more robust explanation as to the basis of the request. We will elaborate further in our discussion with the Board on October 18, 2021, but set forth below are the highlights of the basis of our request:

1. The New Hampshire legislature, beginning in 1992, created a partial exemption for real estate taxes for land which met certain qualifications as being charitable in use.
2. Among the eligible land is that which offers housing to the elderly if the owner can demonstrate that they are charitable as that term is defined in RSA 72:23 (l).
3. The RiverWoods Company, at Exeter, New Hampshire qualifies for the first aspect of the statute in that housing for those 62 and over is provided.
4. The Riverwoods Company, at Exeter, New Hampshire also qualifies for the second aspect of the statute in that it is a non-profit charitable organization and is exempt from taxation under §501 (c)(3) of the Internal Revenue Code.
5. More particularly, RiverWoods is organized and administered for a charitable purpose to meet the housing, health care and financial security needs of aged individuals and does so by having the revenue from the independent living units subsidize the cost of assisted

DONAHUE, TUCKER & CIANDELLA, PLLC
16 Acadia Lane, P.O. Box 630, Exeter, NH 03833
111 Maplewood Avenue, Suite D, Portsmouth, NH 03801
Towle House, Unit 2, 164 NH Route 25, Meredith, NH 03253
83 Clinton Street, Concord, NH 03301

Niko Papakonstantis, Chair

October 14, 2021

Page 2

living, memory support and skilled nursing units, and by having the fees charged for more expensive independent living units subsidize the less expensive units enabling people to live at Riverwoods who might not otherwise be able to afford it and by having a Resident Benevolent Fund which provides supplementary funds for residents who experience financial hardship through no fault of their own and which allows them to continue to receive services including skilled nursing.

6. RiverWoods offers its services to a “substantial and indefinite segment of the general public which includes residents of New Hampshire” as set forth by statute and such services are provided in accordance with the terms of its charter no profits or benefits are retained by the Board of Directors, nor are the services offered restricted in any way to the Board of Directors.
7. New Hampshire case law does not elaborate upon the requirements for obtaining a partial tax exemption under RSA 72:23-k, however RiverWoods clearly meets the criteria set forth in the statute and is therefore eligible for a partial tax exemption.
8. RiverWoods and the Town of Exeter first entered into a PILOT agreement shortly after RiverWoods was created, acknowledging that RiverWoods qualifies for the statutory tax exemption. The formula was jointly established by Town officials and RiverWoods representatives. RiverWoods believes that the terms of the agreement historically used are appropriate to be used in 2021, particularly since it differentiates the tax treatment based on the type of use.

We look forward to meeting with you on October 18, 2021 and discussing RiverWoods operations in more detail and answering any questions which you may have. In the meantime, please contact me if you have any questions.

Sincerely,
DONAHUE, TUCKER & CIANDELLA, PLLC



Sharon Cuddy Somers
ssomers@dtclawyers.com

SCS/jh

cc: Deb Riddell, Executive Director, The RiverWoods Company, at Exeter, New Hampshire
Justine Vogel, Chief Executive Officer, The RiverWoods Group

(The Woods, The Ridge, The Boulders)

AGREEMENT

NOW COMES the **Town of Exeter**, by and through its Select Board (hereinafter “Town”) and **The RiverWoods Company, at Exeter, New Hampshire** (formerly Life Care Services of New Hampshire Inc.), d/b/a RiverWoods at Exeter (hereinafter “RiverWoods”), and agree as follows:

1. By December 1, 2021, RiverWoods will pay to the Town real estate taxes for land and buildings owned by RiverWoods and located at the three campuses known as The Woods, The Ridge and The Boulders which, collectively comprise The RiverWoods Company, at Exeter, New Hampshire (“the Land and Buildings”).
2. The real estate taxes will be calculated by multiplying the tax rate times the assessed value of the Land and Buildings owned by RiverWoods as follows:
 - A. the residential units will pay the full tax rate (state, municipal, county and school);
 - B. the buildings for health care residents will not pay any tax (state, municipal, county or school);
 - C. the remainder of Land and Buildings, including the land used for the final calculation of density under the land use ordinance of the Town of Exeter and outbuildings, will pay the full tax rate (state, municipal, county and school); and
 - D. the land not needed for the final calculation of density under the land use ordinance of the Town of Exeter, which is in current use, will pay taxes at the full state, municipal, county and school rate for current use property.
3. The parties to this Agreement recognize that those portions of the development that support both the buildings for health care residents and the residential units will be taxed on a pro rata basis.
4. This Agreement on principle shall not preclude either party from questioning the precise percentage amounts allocated to the taxable and nontaxable portions, nor the assessed value of the taxable portions of the land and buildings.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement this
_____ day of _____, 2021.

TOWN OF EXETER

Witness

By: Niko Papakonstantis, Chair

Witness

By: Molly Cowan, Vice Chair

Witness

By: Julie D. Gilman, Clerk

Witness

By: Daryl Browne, Select Board Member

Witness

By: Lovey Roundtree Oliff, Select Board Member

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement this
_____ day of _____, 2021.

THE RIVERWOODS COMPANY,
AT EXETER, NEW HAMPSHIRE

Witness

By: Deborah Riddell, Executive Director

CATV Contract Update – Kate Miller



16 Acadia Lane, P.O. Box 630
Exeter, New Hampshire 03833
Telephone: (603) 778-0686

111 Maplewood Avenue, Suite D
Portsmouth, New Hampshire 03801
Telephone (603) 766-1686

164 NH Route 25, Towle House, Suite 2
Meredith, New Hampshire 03253
Telephone (603) 279-4158

Web Site: www.DTCLawyers.com

MEMORANDUM

To: Russell Dean, Town Manager for Town of Exeter
From: Katherine B. Miller, Esq.
Re: Comcast Cable TV Franchise Renewal
Date: October 15, 2021

Introduction

This memo reports on my recent communications with Jay Somers, the Town’s Comcast representative and my recommendations on moving forward with the renewal of the cable TV franchise with Comcast.

Executive Summary

The Town of Exeter conducted a major re-write of its cable TV franchise with Comcast, culminating with a seven-year agreement in 2010. That franchise has been extended twice, through October 2019, at which point Comcast indicated it would do no more extensions, and instead wanted Amendments or fully re-negotiated Renewal Franchises. Exeter has been in a hold-over status since, with Comcast continuing to comply with the 2010 Franchise Agreement.

The terms over which the Town can negotiate are limited to Comcast’s cable TV business, not its internet or voice services. The Town also has no control or ability to negotiate over cable TV rates, programming, or the way channels are packaged in “tiers.”

The market for cable TV has been shifting, with more viewers “cutting the cord” with their cable TV company, and watching videos on streaming internet services instead. Eventually, in 15 or more years, the cable companies will want to shed their cable TV businesses and operate as internet services providers only. Due to this shift, we are now recommending ten-year franchise terms for our clients, to ensure that the cable TV company will be “on the hook” to provide cable TV services for at least ten years. I recommend this for Exeter. There are a few open questions, noted below, and then I recommend the Select Board do a ten-year Amendment to the current Franchise Agreement. A draft is included with this Memo.

Locations for Courtesy Cable TV Services

Below are the lists of municipal and school district buildings for which Comcast has records of providing courtesy cable TV services. The Federal Communications Commission ruled in 2019 that the value of such in-kind services must “count” towards the 5% cap on franchise fees paid to municipalities. The value of those in-kind services will be off-set against the franchise fees paid to the Town if the total exceeds 5% of Comcast’s gross annual revenue from the operation of the cable TV system. The value of the services will be calculated at Comcast’s marginal cost to provide the services (not its retail rate). We do not know what Comcast will charge.

The Town and the School Districts are reviewing the locations below. We will delete any locations that are no longer required.

Municipal Buildings:

Senior Center/ Fire Museum	30 Court Street
Town Parks and Recreation	32 Court Street
Exeter Library	1 Founders Park
Public Works Office	13 Newfields Road
Emergency Operations Center/ Police and Fire Departments	20 Court Street
Town Offices	10 Front Street
District Warehouse	7 Watson Brook Road [Not sure what this is].
Unknown Gov’t Bldg.	20 Bow Street [This looks like a parking lot on Google Street View. Delete?]

School District Buildings:

Tuck Learning Campus	30 Linden Street
Seacoast School of Technology	40 Linden Street
SAU 16 Office	24 First Street [This can be deleted; should be 24 Front Street, but SAU office has relocated to 30 Linden St.]
Developmental Pre-School Program	13 School Street
Lincoln School	25 Lincoln Street
Main Street School	40 Main Street
Exeter High School	1 Blue Hawk Drive
Education Bldg.	54 Linden Street [This can be deleted, formerly Junior High. YMCA is at 56 Linden Street]

Town IT Coordinator Andy Swanson is working with Town Departments on this. I have contacted the Superintendent to determine which school district locations still use the cable TV services provided by Comcast. He had his Facilities Director, Rusty Lyster researching it. Any locations that do not use the services will be deleted from the list going forward.

Comcast has not set a time to begin charging for such services, nor has it disclosed its “marginal cost” to provide them. It will notify the Town before it begins such charges, and the Town will have the opportunity then (if it has not already done so) to opt out of the services. If it retains services, and the franchise fee and the value of the services exceed the 5% cap, the amount of franchise fees received by the Town will be offset by the amount over 5% that the in-kind TV services cost. **I recommend we incorporate the Town and School Districts decisions on retaining or dropping the courtesy services in the next amendment to the Franchise Agreement.**

Additional, Free Converters with Courtesy Cable TV Services?

Most locations need a digital converter. One is provided as part of the courtesy services, but there is a charge for additional converters at each location. Some locations, such as the Police Department, have more than one TV set. I asked Comcast to provide additional converters as a courtesy, and received a flat-out “no.”

Local Access Channel in High Definition

Much of the cable TV received by viewers is delivered in “high definition,” or “HD,” with much clearer images. Until recently, Comcast had been unwilling to provide local access channels, such as Channel 22, to viewers in HD. The HD signal takes up much more bandwidth than a standard definition signal, and cable TV companies are loathe to dedicate that much bandwidth to local access channels. Comcast is beginning to roll out local access channels in HD, and if the Town agrees to a ten-year term to the amendment to the current franchise, it will be able to obtain one local access channel, likely in 2023. There may be a cost for additional equipment for Comcast to purchase, which may cost \$20,000-\$25,000. **Town IT Coordinator Andy Swanson believes equipment already in place for Comcast may meet that need.** I have asked Jay about that, and he is researching it.

Additionally, the Town’s Franchise Agreement, as you know, provides for three local access channels: Channel 22, which has Town programming, channel 98, which is form community programming, operated by the Town, and Channel 13, the educational channel for all six towns in the SAU, operated by SAU staff. **I have asked Jay whether more than one of the local access channels could be provided in HD, given how long we have been in renewal negotiations (five years!).** He is researching that.

Conclusion

- The Town is reviewing the current locations for courtesy cable TV services and will delete those that are no longer needed. I have asked the Superintendent to do the same with the school district locations.
- I will report back when I learn more from Jay Somers on the possibility of doing more than on local access channel in HD.
- I recommend a brief Amendment to address these issues, and carry the current Franchise Agreement forward for another ten (10) years.

FIRST AMENDMENT TO NOVEMBER 22, 2010

RENEWAL CABLE TELEVISION FRANCHISE AGREEMENT

BETWEEN THE TOWN OF EXETER, NEW HAMPSHIRE, AND

COMCAST OF MAINE/NEW HAMPSHIRE, INC.

WHEREAS, Comcast of Maine/New Hampshire, Inc. (hereinafter "Franchisee"), is the duly authorized holder of a Renewal Cable Television Franchise to operate a cable television system in the Town of Exeter, New Hampshire (hereinafter the "Town") pursuant to NH RSA 53-C, as amended, said Renewal Franchise having commenced on November 22, 2010;

WHEREAS, Franchisee and the Town wish to amend the Renewal Cable Television Franchise Agreement;

WHEREAS, Section 10.4 of the Renewal Cable Television Franchise Agreement authorizes amendment by written agreement following publication of the proposed amendment in a manner consistent with NH RSA Chapter 43;

WHEREAS, the Select Board of the Town of Exeter as Franchising Authority (hereinafter "Franchising Authority") is authorized to amend the Renewal Cable Television Franchise Agreement pursuant to RSA 53-C;

NOW THEREFORE, after due and full consideration, the Franchising Authority and Franchisee agree that the Renewal Cable Television Franchise Agreement is hereby amended as follows:

FIRST: Section 2.2, Term: is deleted and a new Section 2.2 is inserted therefore as follows:

The term of this non-exclusive Renewal Franchise shall commence on November 22, 2010, and expire at midnight on November 21, 2031.

SECOND: Section 3.3, Subscriber Network Cable Drops, is hereby deleted in its entirety, and a new Section 3.7 is substituted in its place, as follows.

SECTION 3.6 – GOVERNMENT CABLE DROPS TO THE CABLE SYSTEM

The parties agree that Franchisee will provide basic cable service to the locations identified in Exhibit A and has the right in accordance with applicable law to deduct the value of those services from franchise fees. Franchisee will notify the Town if it intends to implement said offset and the value of those services at least sixty (60) days prior to doing so.

Subject to the provisions herein the Franchisee shall provide, as directed in writing, by the Franchising Authority, (i) one cable drop connected to the Cable System within the standard installation requirements of Section 3.1(b), (ii) one Outlet, and (iii) the Basic Cable Service to all municipal and public school buildings which are listed in Exhibit A hereto and are located along the Cable System trunk and distribution system. The obligation of Franchisee to provide drops, Outlets and Basic Cable Service shall pertain throughout the life of this Renewal Franchise and shall apply specifically to municipal and public school buildings newly constructed or acquired subsequent to the commencement of this Renewal Franchise, which shall be wired within ninety (90) days of delivery of a written request from the Franchising Authority to Franchisee. The Franchisee shall consult with the Franchising Authority or its designee to determine the appropriate location of each Drop and Outlet prior to the installation of the service.

THIRD: Section 6.2 (a) is deleted, (PEG Access Channel) and a new Section 6.2 (a) is inserted as follows:

Section 6.2- PEG ACCESS CHANNEL (b) The Franchisee shall provide three (3) Access Channels, two in standard definition (“SD”) format on the Effective Date and one in high definition (“HD”) format, on or before November 21, 2023, and a second Access Channel in HD on or before November 21, 2025. The Franchising Authority and/or its designee(s) shall be responsible for providing PEG Access Channel Signals in HD format, compatible to the Franchisee’s equipment, to the demarcation point at the designated point of origination for the HD PEG Access Channels, to coincide with the availability of the HD PEG Access Channels, on or before November 21, 2023, and November 21, 2025. The Franchisee shall distribute the HD PEG Access Channel Signal on its Cable System in HD format without substantial alteration or deterioration.

FOURTH: Section 7.8 MONITORING is hereby deleted in its entirety, and nothing is substituted in its place.

FIFTH: Section 7.9 POLLING is hereby deleted in its entirety, and nothing is substituted in its place.

SIXTH: Section 9.4(d) FRANCHISE FEES is hereby deleted in its entirety, and new Section 9.4(d) is substituted in its place as follows:

Section 9.4 (d). In accordance with Section 622(b) of the Cable Act (47 U.S.C. § 542(b)), Franchisee shall not be liable for a total financial commitment pursuant to this Franchise and applicable law in excess of five percent (5%) of its Gross Annual Revenues. That said five percent (5%) cap shall include (i) non-exempt PEG contributions whether in-kind or cash payments; and (ii) the marginal cost to Franchisee to provide the in-kind cable drops and services as enumerated within Exhibit A.

In all other respects, the Renewal Cable Television Franchise Agreement is not amended and remains in full effect.

WITNESS OUR HANDS AND OFFICIAL SEAL, this ___ day of _____, 2021.

**FRANCHISING AUTHORITY:
SELECT BOARD, TOWN OF EXETER**

BY:

Russell Dean, Town Manager

FRANCHISEE:

COMCAST OF MAINE/NEW HAMPSHIRE, INC.

BY:

Trevor Arp
Regional Senior Vice President, Greater Boston Region

Fund Balance Discussion

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager
RE: Tax Rate and Fund Balance Discussion
DATE: October 18th, 2021

Attached is information related to the Town's current fund balance as of 12/31/20.

The 2021 recommendation is to apply \$800,000 to lower the town share of the tax rate. The application of this amount will result in a town tax rate of approximately \$5.77/1,000 for the next tax billing cycle. This is a decrease of 14 cents per 1,000 over the October 2020 rate, and would result in a decrease of \$43 for a \$300,000 home. Keep in mind the Town share of the overall rate is approximately 24%, so taxpayers may see an increase in their bills when the school tax rates, state education tax, and county tax is figured into the bill.

- The net taxable value of the town has increased 1.01%, which is an increase of .3% from the prior year increase of .98%
- The town's gross general fund appropriations exclusive of fund balance in 2020 totaled \$20,153,701 for the general fund. In 2021, these appropriations totaled \$20,167,201.
- FY21 revenues were impacted by additional meals/rooms revenue, a loss of general revenue sharing, and stronger than expected income from departments resulting from the Healthtrust surplus as well as a surplus dividend from Primex.

The Board's fund balance policy, adopted in 2013, sets a floor of 5% fund balance to be retained per recommendation of the DRA (the GFOA floor recommendation of 8% is higher than the NHDRA). There are many reasons for maintaining this level of reserve including guarding against unforeseen emergencies, maintaining cash flow, being able to present an adequate level of reserves to the Town's auditors and the New Hampshire Bond Bank, maintaining and improving upon the Town's bond rating resulting in lower interest rates, and hedging against uncollected taxes.

The tax rate is subject to final approval by the NHDRA.

Fund Balance Discussion 10/18/21							
	If the Annual Budget is:	Undesignated Fund Balance DRA Recommended			Undesignated Fund Balance DRA Recommended	UFB GFOA Recommended	UFB GFOA Recommended
		5%	6%	7%	10%	8%	17%
Budget	25,000,000	1,250,000	1,500,000	1,750,000	2,500,000	2,000,000	4,250,000
Budget	30,000,000	1,500,000	1,800,000	2,100,000	3,000,000	2,400,000	5,100,000
Budget	35,000,000	1,750,000	2,100,000	2,450,000	3,500,000	2,800,000	5,950,000
Budget	40,000,000	2,000,000	2,400,000	2,800,000	4,000,000	3,200,000	6,800,000
Budget	45,000,000	2,250,000	2,700,000	3,150,000	4,500,000	3,600,000	7,650,000
Budget	50,000,000	2,500,000	3,000,000	3,500,000	5,000,000	4,000,000	8,500,000
Appropriations (General)							
2021 Town (see Note 2)	20,167,541	1,008,377	1,210,052	1,411,728	2,016,754	1,613,403	3,428,482
2020 Schools (see Note 1)	34,420,766	1,721,038	2,065,246	2,409,454	3,442,077	2,753,661	5,851,530
2020 Statewide Education Tax	4,280,919	214,046	256,855	299,664	428,092	342,474	727,756
2020 County	2,020,366	101,018	121,222	141,426	202,037	161,629	343,462
Total All	60,889,592	3,044,480	3,653,376	4,262,271	6,088,959	4,871,167	10,351,231
	Audited Tax Rate Setting FB	6,129,910				125.8%	59.2%
	2021 Voted from Fund Balance	386,953				Percent of GFOA	Percent of GFOA
	Available	5,742,957					
	Recommended For Use	800,000					
	Balance 12/31/21	4,942,957	Percent of Appropriation	8.12%			
	Recommendation will result in 8.12% of remaining fund balance						
Note 1: School number net of state aid and statewide property tax, and is 2020 number (latest available)							
Note 2: Town number general budget plus general fund warrant articles							

2021 Tax Rate - DRAFT					
	Town Portion		Tax Rates		
				Net Taxable Valuation	
Gross Town Appropriations	44,686,018			2,218,420,894	
Less: Bond Proceeds	12,317,629				
Less: Water Fund Revenues	4,054,184				
Less: Sewer Fund Revenues	7,015,364				
Less: Other Revenues	744,347				
Less: Other Revenues	7,090,937				
Less: Voted from Fund Balance	386,953				
Less: Fund Balance Reduction	800,000				
Net Town Tax Effort	12,276,604			12,453,772	(177,168)
					-1.42%
Add: Overlay	228,892				
Add: War Service Credits	288,000				
Total Town Appropriation	12,793,496			12,965,664	(172,168)
Approved Town Tax Effort	12,793,496				
Municipal Tax Rate			5.77	(0.14)	(42.92)

Revenue Estimates 2021 Tax Rate Setting	
	<u>2021</u>
Interest Penalties	115,000
LUCT Tax	146,570
Yield tax	2,000
PILOT	44,039
Excavation	500
Other Tax	1,500
Motor Vehicles	3,080,000
Building Permits	350,000
Other Permits	210,000
From Federal Govt (FEMA)	67,016
Revenue Sharing	-
Meals & Rooms	1,125,948
Highway Block	304,590
WW Grant	-
NH Charitable Foundation	2,000
Other Grants (EM, PTAP)	50,000
Income Depts	1,225,000
Sale of Property	-
Investment Interest	10,000
Miscellaneous Revenue	13,295
Swasey Transfer	-
EMS Transfer	162,650
Capital Projects Fund Transfer	30,829
Snow Ice Transfer	50,000
Sick Leave Transfer	100,000
	7,090,937

2021 Town Meeting Warrant - Draft Appropriations									
Articles	Appropriations	General	Bonds	Water	Sewer	Fund Balance	Other/Grants		
1	Town Election								
2	Zoning Amendment								
3	Salem Street Area Improvements	5,100,000		5,100,000					
4	Solar Array Landfill Property	3,617,629		3,617,629					
5	Wastewater Lagoon Sludge Removal	2,600,000		2,600,000					
6	Groundwater Source Development	1,000,000		1,000,000					
7	Choose Town Officers								
8	2021 Operating Budget	19,891,082	19,891,082						
9	2021 Water Budget	4,054,184		4,054,184					
10	2021 Sewer Budget	7,015,364			7,015,364				
11	Police Collective Bargaining Agreement	26,459	26,459						
12	Kingston Road Shoulders	980,000				235,653	744,347	980,000	
13	Public Safety Complex Alternatives Analysis	100,000	100,000						
14	Appropriate to Parks Capital Reserve Fund	100,000	100,000						
15	Appropriate to Sick Leave Trust Fund	100,000				100,000			
16	Appropriate to Conservation Fund	50,000	50,000						
17	Appropriate to Snow and Ice Deficit Fund	50,000				50,000			
18	Stewart Park Project Deficit	non monetary							
19	Appropriate to Trust Fund - Swasey Parkway	1,300				1,300			
20	Transact Any Other Business								
	Total Appropriations 2021	44,686,018	20,167,541	12,317,629	4,054,184	7,015,364	386,953	744,347	44,686,018
	Appropriations Breakdown:		GF Warrants	276,459					
	General Fund Appropriations - Non Fund Balance	20,167,541							
	Bonds	12,317,629							
	Grants	744,347							
	Fund Balance	386,953							
	Water Fund	4,054,184							
	Sewer Fund	7,015,364							
	Gross Appropriations	44,686,018							
	Funding Sources:								
	Taxes	12,792,637							
	Bond Proceeds	12,317,629							
	Water Revenues	4,054,184							
	Sewer Revenues	7,015,364							
	Grants	744,347							
	Amount Voted From Fund Balance	386,953							
	General Revenues	7,374,904							
	Total Sources of Funding	44,686,018							

2020 Town Meeting Warrant - Final Appropriations								
Articles	Appropriations	General	Bonds	Water	Sewer	Fund Balance	Other/Grants	
1 Town Election								
2 Zoning Amendments 2-3								
4 Rec Park								
5 Squamscott River Siphons	1,600,000		1,600,000					
6 Westside Drive Reconstruction Design/Engineering	100,000				25,000		75,000	
7 Choose Town Officers								
8 2020 Operating Budget	19,605,537	19,605,537						
9 2020 Water Budget	3,552,795			3,552,795				
10 2020 Sewer Budget	7,686,605				7,686,605			
11 Groundwater/Surface Water Program	200,000			200,000				
12 Folsom Acres Pump Station Rehabilitation	150,000				150,000			
13 Lincoln Street Parking Program	115,000					115,000		
14 Pickpocket Dam	110,000	110,000						
15 Parks Improvement Fund	100,000	100,000						
16 Communications Repeater Improvements	78,792	78,792						
17 Highway Truck Replacement	65,872	65,872						
18 Sidewalks CRF	60,000	60,000						
19 Parks/Rec Tractor Replacement with Mini Loader	58,000	58,000						
20 Conservation Fund	50,000	50,000						
21 Maintenance Sedan Replacement	24,000	24,000						
22 Sick Leave Trust Fund Appropriation	100,000					100,000		
23 Snow Ice Fund Appropriation	50,000					50,000		
24 Epping Road TIF Plan Amendment								
25 Petition: Granite Bridge								
26 Petition: Holiday Parade	1,500	1,500						
27 Petition: Healthy Climate								
28 Petition: Redistricting								
Total Appropriations 2020	33,708,101	20,153,701	1,600,000	3,752,795	7,861,605	265,000	75,000	33,708,101
Appropriations Breakdown:		548,164	19,605,537					
General Fund Appropriations - Non Fund Balance	20,153,701		20,153,701					
Bonds	1,600,000							
Loan Forgiveness 100%	75,000							
Fund Balance	265,000							
Water Fund	3,752,795							
Sewer Fund	7,861,605							
Gross Appropriations	33,708,101							
Funding Sources:								
Taxes	12,558,993							
Bond Proceeds	1,600,000							
Water Revenues	3,752,795							
Sewer Revenues	7,861,605							
Loan Forgiveness 100%	75,000							
Amount Voted From Fund Balance	265,000							
General Revenues	7,594,708							
Total Sources of Funding	33,708,101							

2020-2021 COMPARISON

VALUE COMPARISONS	2020 TAX YR	2021 TAX YR	\$ CHANGE	% CHANGE
LAND				
CURRENT USE	\$188,303	\$181,853	-\$6,450	-3.4%
CONSERVATION RESTRIC ASMNT	\$0	\$0		
DISC ESMNT	\$2,800	\$2,800		
DISC PRESERVATION ESMNT	\$1,800	\$1,800		
TAXATION OF FARM STRUCT	\$0	\$0		
RESIDENTIAL	\$559,081,705	\$558,895,605	-\$186,100	0.0%
COMMERCIAL/INDUSTRIAL	\$138,461,695	\$140,235,195	\$1,773,500	1.3%
<u>TOTAL TAXABLE</u>	<u>\$697,736,303</u>	<u>\$699,317,253</u>	\$1,580,950	0.2%
EXEMPT/NON-TAXABLE	\$48,840,465	\$49,158,892	\$318,427	0.7%
BUILDINGS				
RESIDENTIAL	\$1,103,261,820	\$1,137,439,169	\$34,177,349	3.1%
MOBILE HOMES	\$54,924,000	\$56,572,200	\$1,648,200	3.0%
COMMERCIAL/INDUSTRIAL	\$376,235,805	\$384,882,376	\$8,646,571	2.3%
DISC PRESERVATION ESMNT	\$89,700	\$111,800	\$22,100	24.6%
<u>TOTAL TAXABLE</u>	<u>\$1,534,511,325</u>	<u>\$1,579,005,545</u>	\$44,494,220	2.9%
EXEMPT/NON-TAXABLE	\$322,633,600	\$327,308,900	\$4,675,300	1.4%
PUBLIC UTILITIES	\$48,950,100	\$44,990,200	-\$3,959,900	-8.1%
<u>VALUE BEFORE EXEMPTIONS</u>	<u>\$2,281,197,728</u>	<u>\$2,323,312,998</u>	\$42,115,270	1.8%
EXEMPTIONS				
DISABLED VET	\$838,700	\$838,700		
SCHOOL EXEMPTION	\$150,000	\$150,000		
MODIFIED ASSESSED VALUATION	\$2,280,209,028	\$2,322,324,298	\$42,115,270	1.8%
BLIND	\$90,000	\$90,000	\$0	0.0%
ELDERLY	\$28,521,247	\$27,949,143	-\$572,104	-2.0%
DISABLED	\$2,712,100	\$2,771,500	\$59,400	2.2%
SOLAR	\$0	\$2,012,000		
TOTAL OF EXEMPTIONS	\$31,323,347	\$32,822,643	\$1,499,296	4.8%
<u>NET VALUATION</u>	<u>\$2,248,885,681</u>	<u>\$2,289,501,655</u>	\$40,615,974	1.8%
LESS TIF RETAINED VALUE	\$52,677,999	\$71,080,761	\$18,402,762	34.9%
<u>NET TAXABLE VALUATION</u>	<u>\$2,196,207,682</u>	<u>\$2,218,420,894</u>	\$22,213,212	1.0%
VETERAN CREDITS	\$282,750	\$288,000		
TOTAL VALUE	\$2,652,671,793	\$2,699,780,790		

Source
NHMA

FY 2022 ROOMS & MEALS DISTRIBUTIONS

Total Estimated Allocation

\$100,143,752.00

Town	Population	Distribution
Acworth	915	66,518.77
Albany	760	55,250.56
Alexandria	1665	121,042.35
Allenstown	4417	321,107.54
Alstead	1988	144,523.84
Alton	5427	394,532.63
Amherst	11778	856,238.32
Andover	2397	174,257.36
Antrim	2666	193,813.16
Ashland	2117	153,901.89
Atkinson	7217	524,662.25
Atkinson & Gilmanton Grant	0	0.00
Auburn	5775	419,831.57
Barnstead	4805	349,314.41
Barrington	9238	671,585.12
Bartlett	2877	209,152.46
Bath	1134	82,439.65
Beans Grant	0	0.00
Beans Purchase	0	0.00
Bedford	23780	1,728,761.01
Belmont	7422	539,565.36
Bennington	1499	108,974.46
Benton	379	27,552.58
Berlin	10003	727,199.17
Bethlehem	2643	192,141.10
Boscawen	4049	294,354.64
Bow	8015	582,675.34
Bradford	1710	124,313.76
Brentwood	4670	339,500.16
Bridgewater	1119	81,349.18
Bristol	3155	229,362.53
Brookfield	755	54,887.07
Brookline	5486	398,821.82
Cambridge	12	872.38
Campton	3449	250,735.77
Canaan	4027	292,755.28
Candia	4020	292,246.39
Canterbury	2439	177,310.69
Carroll	838	60,921.01
Center Harbor	1106	80,404.11
Chandlers Purchase	0	0.00

Charlestown	5197	377,812.07
Chatham	348	25,298.94
Chester	5375	390,752.33
Chesterfield	3749	272,545.21
Chichester	2657	193,158.87
Claremont	13351	970,592.44
Clarksville	282	20,500.87
Colebrook	2353	171,058.65
Columbia	786	57,140.71
Concord	43209	3,141,212.55
Conway	10367	753,661.29
Cornish	1673	121,623.93
Crawfords Purchase	0	0.00
Croydon	790	57,431.51
Cutts Grant	0	0.00
Dalton	1010	73,425.09
Danbury	1218	88,546.30
Danville	4662	338,918.58
Deerfield	4738	344,443.64
Deering	1955	142,124.80
Derry	33589	2,441,856.75
Dix's Grant	0	0.00
Dixville	2	145.40
Dorchester	367	26,680.21
Dover	32352	2,351,929.19
Dublin	1612	117,189.35
Dummer	304	22,100.22
Dunbarton	2961	215,259.10
Durham	16051	1,166,877.33
East Kingston	2450	178,110.36
Easton	275	19,991.98
Eaton	422	30,678.60
Effingham	1517	110,283.03
Ellsworth	87	6,324.74
Enfield	4769	346,697.28
Epping	7190	522,699.40
Epsom	4838	351,713.45
Errol	299	21,736.73
Erving's Location	0	0.00
Exeter	15488	1,125,948.30
Farmington	6971	506,778.51
Fitzwilliam	2440	177,383.38
Francestown	1603	116,535.07
Franconia	1148	83,457.43
Franklin	8756	636,544.63
Freedom	1611	117,116.65
Fremont	4817	350,186.79

4

Gilford	7335	533,240.62
Gilmanton	3845	279,524.23
Gilsum	841	61,139.11
Goffstown	18130	1,318,016.70
Gorham	2841	206,535.32
Goshen	818	59,467.05
Grafton	1383	100,541.48
Grantham	3074	223,473.98
Greenfield	1788	129,984.22
Greenland	4190	304,605.07
Greens Grant	0	0.00
Greenville	2097	152,447.93
Groton	620	45,072.83
Hadleys Purchase	0	0.00
Hale's Location	158	11,486.30
Hampstead	8832	642,069.69
Hampton	15357	1,116,424.84
Hampton Falls	2459	178,764.65
Hancock	1685	122,496.31
Hanover	11272	819,453.07
Harrisville	982	71,389.54
Hart's Location	48	3,489.51
Haverhill	4683	340,445.24
Hebron	639	46,454.09
Henniker	4933	358,619.77
Hill	1117	81,203.79
Hillsborough	6054	440,114.35
Hinsdale	4086	297,044.47
Holderness	2161	157,100.61
Hollis	8165	593,580.05
Hooksett	14891	1,082,547.53
Hopkinton	5785	420,558.55
Hudson	25753	1,872,194.38
Jackson	862	62,665.77
Jaffrey	5465	397,295.16
Jefferson	1146	83,312.03
Keene	23650	1,719,310.25
Kensington	2178	158,336.48
Kilkenny	0	0.00
Kingston	6303	458,216.17
Laconia	16792	1,220,746.63
Lancaster	3558	258,659.87
Landaff	429	31,187.49
Langdon	705	51,252.17
Lebanon	14352	1,043,363.25
Lee	4548	330,631.00
Lempster	1196	86,946.94

Lincoln	1773	128,893.75
Lisbon	1702	123,732.18
Litchfield	8758	636,690.03
Littleton	6003	436,406.74
Livermore	0	0.00
Londonderry	26946	1,958,923.22
Loudon	5781	420,267.76
Low & Burbanks Grant	0	0.00
Lyman	556	40,420.15
Lyme	1748	127,076.29
Lyndeborough	1747	127,003.59
Madbury	1865	135,581.97
Madison	2688	195,412.51
Manchester	111614	8,114,126.63
Marlborough	2161	157,100.61
Marlow	756	54,959.77
Martins Location	0	0.00
Mason	1451	105,484.95
Meredith	6469	470,284.06
Merrimack	27479	1,997,671.31
Middleton	1830	133,037.54
Milan	1355	98,505.94
Milford	16212	1,178,581.73
Millsfield	28	2,035.55
Milton	4666	339,209.37
Monroe	821	59,685.15
Mont Vernon	2660	193,376.97
Moultonborough	4186	304,314.28
Nashua	89572	6,511,714.93
Nelson	742	53,942.00
New Boston	5964	433,571.52
New Castle	979	71,171.45
New Durham	2687	195,339.82
New Hampton	2341	170,186.27
New Ipswich	5425	394,387.24
New London	4201	305,404.75
Newbury	2221	161,462.50
Newfields	1741	126,567.41
Newington	815	59,248.96
Newmarket	9575	696,084.38
Newport	6533	474,936.74
Newton	5035	366,034.97
North Hampton	4627	336,374.15
Northfield	4942	359,274.05
Northumberland	2256	164,006.93
Northwood	4364	317,254.54
Nottingham	5245	381,301.58

Odell	0	0.00
Orange	341	24,790.05
Orford	1269	92,253.90
Ossipee	4475	325,324.03
Pelham	14294	1,039,146.76
Pembroke	7149	519,718.77
Peterborough	6801	494,419.83
Piermont	801	58,231.18
Pinkhams Grant	0	0.00
Pittsburg	903	65,646.39
Pittsfield	4140	300,970.17
Plainfield	2484	180,582.10
Plaistow	7825	568,862.70
Plymouth	7100	516,156.57
Portsmouth	22548	1,639,196.94
Randolph	310	22,536.41
Raymond	10639	773,435.17
Richmond	1204	87,528.52
Rindge	6367	462,868.85
Rochester	31592	2,296,678.63
Rollinsford	2610	189,742.06
Roxbury	225	16,357.07
Rumney	1518	110,355.73
Rye	5535	402,384.03
Salem	31042	2,256,694.67
Salisbury	1451	105,484.95
Sanbornton	3039	220,929.55
Sandown	6559	476,826.89
Sandwich	1374	99,887.20
Sargents Purchase	0	0.00
Seabrook	8999	654,210.27
Second College Grant	0	0.00
Sharon	369	26,825.60
Shelburne	382	27,770.68
Somersworth	11971	870,269.05
South Hampton	834	60,630.22
Springfield	1362	99,014.82
Stark	579	42,092.20
Stewartstown	1048	76,187.62
Stoddard	1303	94,725.63
Strafford	4253	309,185.05
Stratford	778	56,559.13
Stratham	7744	562,974.15
Success	0	0.00
Sugar Hill	590	42,891.88
Sullivan	706	51,324.86
Sunapee	3541	257,424.00

Surry	773	56,195.64
Sutton	1903	138,344.50
Swanzy	7514	546,253.58
Tamworth	2948	214,314.02
Temple	1408	102,358.94
Thompson & Meserves Grant	0	0.00
Thornton	2643	192,141.10
Tilton	3699	268,910.30
Troy	2156	156,737.12
Tuftonboro	2453	178,328.46
Unity	1599	116,244.27
Wakefield	5203	378,248.26
Walpole	3903	283,740.72
Warner	2950	214,459.42
Warren	937	68,118.13
Washington	1161	84,402.50
Waterville Valley	250	18,174.53
Weare	9086	660,535.01
Webster	1930	140,307.35
Wentworth	942	68,481.62
Wentworth's Location	22	1,599.36
Westmoreland	1754	127,512.48
Whitefield	2426	176,365.61
Wilmot	1400	101,777.35
Wilton	3830	278,433.75
Winchester	4397	319,653.58
Windham	15044	1,093,670.34
Windsor	226	16,429.77
Wolfeboro	6405	465,631.38
Woodstock	1396	101,486.56
	1377529	\$100,143,752.00

Select Board Report on Committees



TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 777-1514

www.exeternh.gov

MEMORANDUM

TO: Exeter Select Board
CC: Russ Dean, Town Manager
Melissa Roy, Assistant Town Manager/HR Director

FROM: Lovey Roundtree Oliff, Exeter Select Board
Niko Papakonstantis, Exeter Select Board, Chair

DATE: October 13, 2021

One of the initiatives discussed at the 2021 Exeter Select Board goal setting session on April 19, 2021 was a comprehensive review of the town's Boards and Committees. Selectwoman Lovey Roundtree Oliff and Selectman Niko Papakonstantis volunteered to accept the charge of this review and make recommendations to the Select Board. After several strategy meetings, in addition to a peer review of other municipalities of similar population and budget to assist in developing a best practice in Exeter, here are the following recommendations based on the outcome of our work:

- **TERM LIMITS:**

Currently, all members of Boards and Committees in Exeter are appointed by the Select Board except where in contradiction with NH law (Planning Board, Heritage Commission, Conservation Commission) where the NH RSA's provide for the method appointment and composition. Most appointments are made for finite terms. The exceptions include the Energy Committee and Human Services Funding. Terms for each Board and Committee member are staggered. The Select Board annually reviews all expiring terms prior to April 30, and votes to re-appoint those members whose terms are expiring.

- **The recommendation** is to continue this process. Further, a peer review of similar-like municipalities in New Hampshire found that there is no practice of limiting the number of terms one may serve. This includes land-use Boards, as well as committees. It is recommended that the Town of Exeter NOT adopt a policy of limiting the number of terms one may serve. This obviously is not applicable to Boards/Committees to which members are elected at Town Meeting.

- **NEW MEMBER APPOINTEE ORIENTATION:**

Currently, no formal orientation process is in place for new committee and board members.

- We recommend that all new appointees to a Town of Exeter Board or Committee undergo an orientation within the first thirty (30) days of their appointment. It is suggested that the Assistant Town Manager/HR Director conduct the orientation which will include an introduction to the Board/Committee Chair, dedicated town staff to the Board/Committee, and the respective Select Board representative to the Board/Committee.
- Additionally, training will be provided on RSA 91-A; town policies and procedures; and conflict of interest matters. Newly elected Chairs to Boards/Committees should also be provided with training on Robert's Rules of Conduct.

- **GOALS AND OBJECTIVES:**

To optimize meeting times and functionality, we suggest a goals and objectives process for Boards and Committees:

- Annually, within the first ninety (90) days of the calendar year, it is suggested that the Chair of each Board/Committee submit written goals and objectives to the Select Board. These goals will be determined by a majority vote from the respective Board/Committee members. The Select Board representative will monitor whether the goals are being met, either quarterly or bi-annually, and will report back to the Select Board. The exceptions to this are the Planning Board, Zoning Board of Appeals, Historic District Commission, and the Budget Recommendations Committee, respectively.
- The Select Board will continue to review the list of Committees annually and may vote to discontinue any Committee.

- **MEETING FREQUENCY:**

It is suggested that each Board/Committee determine the frequency by which they meet. The Planning Board excluded (this Board meets twice a month), only rarely should a Committee need to meet more than once a month. Some Advisory Committees may determine that every other month is prudent.

- **ATTENDANCE:**

The Select Board adopted an attendance policy that states that “Committee members that fail to attend at least 60% of the meetings in any calendar year may forfeit their membership and be subject to removal by the Select Board. The Chair of each Committee shall, in January, forward an annual report of member attendance to the Select Board for review.” **The recommendation is for this policy to continue.**

Permits and Approvals



EXETER FIRE DEPARTMENT

20 COURT STREET • EXETER, NH • 03833-3792 • (603) 773-6131 • FAX 773-6128

www.exeternh.gov

Advanced Life Support / EMS - Fire Suppression - Health Department - Emergency Management

INTEROFFICE MEMORANDUM

TO: RUSS DEAN, TOWN MANAGER
FROM: JUSTIN PIZON, ASSISTANT FIRE CHIEF
SUBJECT: \$500 CASH DONATION
DATE: 10/5/2021

Russ,

An EMS appreciation even, which I attended, took place at Portsmouth Regional Hospital in September. As a participant, an entry was made for a \$500 donation to the Exeter Fire Department. In lieu of the money coming to the fire department, I felt this donation would be better served going to the Exeter Firefighters Toy Bank. The toy bank would use these funds to purchase gift wrapping supplies and other Christmas related items for those children in need.

I am happy to report, Exeter Fire was selected and the \$500 check has been received, donated by Pritchard Electric Vehicles.

Can you please add the approval of this donation to the next regularly scheduled Select Board meeting? Firefighter/Paramedic Maryssa Spinney will also be attending as she oversees the day to day operations of the bank.

Thank you for your time and consideration,

Justin

Correspondence

October 4, 2021
Exeter Board of Selectman
Exeter Town Offices

Dear Exeter Selectmen,

I am writing concerning the posted speed limit on Washington Street. Chapter 2 of the town ordinances specify that all speeds shall be limited to 30 MPH unless specified in otherwise in the town ordinance. Although Washington Street is posted at 25 MPH the enforceable speed limit is 30 MPH per the ordinance. This is also true of Pine Street and Elliot Street. I request that the select board update town ordinance Ch 2. Section 203 to also include the streets: Washington Street, Pine Street, and Elliot Street.

CHAPTER 2 SPEED LIMITS

TOWN OF EXETER, NH

CHAPTER 2. SPEED LIMITS

201 Speed Limits

It shall be unlawful for any person to operate a motor vehicle on a public way in the urban compact area of the Town of Exeter at a speed greater than 30 miles per hour, unless otherwise provided by subsections of this Chapter.

202 20 – miles per hour

It shall be unlawful for any person to operate a motor vehicle in excess of 20 miles per hour on any of the following streets, highways and/or public ways:

Bayberry Lane
Westside Drive subdivision

203 25 – miles per hour

It shall be unlawful for any person to operate a motor vehicle in excess of 25 miles per hour on any of the following streets, highways and/or public ways.

CrestView Drive
Court Street from Front Street to Bell Avenue
Front Street from Water Street to Westside Drive
Garfield Street
Main Street
Riverbend Circle
Water Street

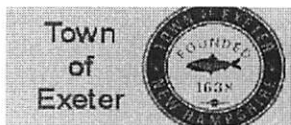
204 35 – miles per hour

It shall be unlawful for any person to operate a motor vehicle in excess of 35 miles per hour on any of the following streets, highways or public ways.

Sincerely,

Andrew Elliott

42 Washington Street
Exeter, NH 03833



Russ Dean <rdean@exeternh.gov>

Washington Street DOT Safety Audit?

2 messages

Andrew Elliott <andrew.william.elliott@gmail.com>

Tue, Oct 12, 2021 at 9:11 AM

To: Jennifer Perry <jperry@exeternh.gov>, William.R.Lambert@dot.nh.gov, Russ Dean <rdean@exeternh.gov>

Cc: Niko Papakonstantis <NPapakonstantis@exeternh.gov>, jgilman <jgilman@exeternh.gov>, Molly Cowan <mcowan@exeternh.gov>, Daryl Browne <DBrowne@exeternh.gov>, David Sharples <dsharples@exeternh.gov>, Lovey Oliff <loliff@exeternh.gov>, Stephan Poulin <spoulin@exeternh.gov>, Bruce Page <bpage@exeternh.gov>

Hello Jen / Russ,

I had a very nice conversation with Bill Lambert (Traffic Engineer at the NH DOT) about speeding, the 85th percentile rule, and other general thoughts about Washington Street in Exeter. He confirmed many of the things we have already discussed and also made some interesting points I had not considered.

He did mention that (if the town requested it) his department could do a Safety Audit of the street. They typically only do this for highways but as Washington is between two highways I feel like it could be a good candidate for an exception (Bill mentioned a street in Rye they recently visited by request). Jen or Russ I believe this request would need to come from you. I think it would be a great opportunity (even if it doesn't happen overnight given the DOTs busy schedule).

Bill is CC'ed here and can be reached at 603-271-1679.

Best,

Andrew W. Elliott

Exeter, NH 03833

Russ Dean <rdean@exeternh.gov>

Tue, Oct 12, 2021 at 1:18 PM

To: Andrew Elliott <andrew.william.elliott@gmail.com>

Cc: Jennifer Perry <jperry@exeternh.gov>, "Exeter, NH Public Works" <tallen@exeternh.gov>, Paul Vlasich <pvlasic@exeternh.gov>

Andrew thank you for your email.

I've copied Jennifer Perry and DPW staff for the appropriate follow up with NHDOT.

Russ Dean
Town Manager
[Quoted text hidden]