

Select Board Meeting
Monday, November 15th, 2021, 7:00 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/89793741007>

To access the meeting via telephone, call +1 646 558 8656 and enter Webinar ID 897 9374 1007

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
3. Public Comment
4. Proclamations/Recognitions
 - a. Proclamations/Recognitions
5. Approval of Minutes
 - a. Regular Meeting: November 1st, 2021
6. Appointments
7. Discussion/Action Items
 - a. Swasey Parkway Discussion
 - b. Outdoor Dining Ordinance Second Reading
 - c. Tree Ordinance Third Reading
 - d. ADA Policy Update
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: 11/10/21 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

Proclamations/Recognitions

Town of Exeter, New Hampshire

A Proclamation

In the year of our Lord, Two Thousand and Twenty-One



- Whereas,* the municipality of the Town of Exeter celebrates our local small businesses and the contributions they make to our local economy and community; and,
- Whereas,* according to the United States Small Business Administration, there are 31.7 million small businesses in the United States, they represent 99.7% of firms with paid employees, and they are responsible for 65.1% of net new jobs created from 2000 to 2019; and
- Whereas,* small businesses employ 47.1% of the employees in the private sector in the United States, 88% of U.S. consumers feel a personal commitment to support small businesses in the wake of the pandemic, and 92% of small business owners have pivoted the way they do business to stay open during the pandemic; and
- Whereas,* 97% of Small Business Saturday shoppers recognize the impact they can make by shopping small, 85% of them also encouraged friends and family to do so, too; and
- Whereas,* 56% of shoppers reported they shopped online with a small business on Small Business Saturday in 2020; and more than 50% of consumers who reported shopping small endorsed a local business on social media or shopped at a local business because of a social media recommendation; and
- Whereas,* The Town of Exeter supports our local businesses that create jobs, boost our local economy, and preserve our communities; and
- Whereas,* advocacy groups, as well as public and private organizations, across the Country have endorsed the Saturday after Thanksgiving as Small Business Saturday.
- Now Therefore,* We, the Select Board of the Town of Exeter, New Hampshire, recognize November 27, 2021 as Small Business Saturday and encourage residents of our community to support small businesses and merchants on Small Business Saturday and throughout the year.

Dated this 15th day of November, 2021

Niko Papakonstantis
Select Board Chair, Exeter, New Hampshire



Minutes

**Select Board Meeting
Monday November 1, 2021
6:35 PM
Nowak Room, Town Offices
Draft Minutes**

1. Call Meeting to Order

Members present: Julie Gilman, Molly Cowan, Lovey Roundtree Oliff, Daryl Browne, Niko Papakonstantis, and Town Manager Russ Dean were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 6:37 PM.

2. Board Interviews

- a. There were no interviews at this meeting

3. Non-Public Session

MOTION: Ms. Cowan moved to enter into non-public session under RSA 91-A3II (a) and (c). Ms. Gilman seconded. In a roll call vote, all were in favor, and the Board went downstairs for a non-public session at 6:37 PM. The Board emerged from non public session. Selectwoman Cowan moved to seal the minutes of the non public session until matters were resolved. Selectwoman Oliff seconded. The motion carried unanimously.

The Board reconvened in the Nowak Room at 7:12 PM.

4. Public Comment

- a. There was no public comment at this meeting.

5. Proclamations/Recognitions

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

6. Approval of Minutes

- a. Regular Meeting: October 18, 2021

MOTION: Ms. Gilman moved to approve the minutes of October 18, 2021 as presented. Mr. Browne seconded. All were in favor.

7. Appointments

MOTION: Ms. Cowan moved to appoint Herb Moyer to the Communications Advisory Committee, term to expire 4/30/2024. Ms. Gilman seconded. All were in favor.

MOTION: Ms. Cowan moved to appoint Kyle Welch as an alternate member of the Conservation Commission, term to expire 4/30/2023. Ms. Gilman seconded. All were in favor.

MOTION: Mr. Browne moved to appoint Stephanie Marshall to the Community Power Aggregation Committee, term to expire 12/31/2023. Ms. Gilman seconded. All were in favor.

8. Discussion/Action Items

- a. COVID 19 Updates

Fire Chief Eric Wilking said the state is having some issues with its data collection system. About 500 people a day are testing positive for Covid. Exeter has seen some positive change, and has settled back to about 14 people a week testing positive after a small spike. There have been 1,170 total cases in Exeter. Exeter has one of the highest vaccination percentages, 81%. The State data says it's down to 75%, but he's comfortable saying 81%. The decisions of the Select Board and the community have resulted in a lower rate than other communities, such as Claremont, Raymond, Berlin, and Plymouth. He's hopeful that we'll have a healthy holiday season. We're asking residents to seek vaccinations if they haven't, continue to wear a mask when gathering in groups, and get the seasonal flu shot to stay out of hospitals grappling with Covid cases.

Health Officer James Murray said the State updated its standing orders on boosters. The town can now issue Moderna and J&J boosters; before, we could only give Pfizer. Starting tomorrow, we can plan booster clinics, such as with the local Housing Authority and to town employees. The vaccine has been approved for children 5 - 11 years old, and he has been working with the schools to organize vaccines. The pharmacies and local PCPs have plenty of Covid-19 vaccines.

Ms. Gilman said the DHHS database has been in question, but we're basing the recommendations of rolling out boosters based on community transmission. Are those numbers accurate? Mr. Murray said he thinks it was mostly the vaccinations that weren't accurate. The CDC has given enough leeway for the booster, and about 85% of people meet the criteria to get it.

Mr. Browne asked if there are contraindications for the vaccine on the 5 - 11 age group. Mr. Murray said he'd have to look into it further.

Mr. Papakonstantis asked if we can work with the schools to give the vaccine to children 5 - 11 who don't have the resources to get to a pharmacy. Mr. Murray said the Seacoast Health Network is running a study on how many families would be interested.

Mr. Papakonstantis asked if there is data to support stronger recommendations for masks because the efficacy of the vaccine might be waning. Mr. Murray said the CDC still recommends wearing masks generally when in a crowded area and indoors. He doesn't have further information on that. Mr. Wilking said we've seen significant breakthroughs among vaccinated people. He doesn't think another mask mandate will come from the State of NH, so some towns are starting to discuss it again.

b. CATV Fund Equipment Request and Fund Update

Bob Glowacky was present remotely via Zoom to discuss a proposed purchase of upgraded and new equipment for the Nowak Room. IT Director Andy Swanson was present in person.

Mr. Glowacky said that last month, we had some issues with the wireless microphones cutting out. An audio tech came in to diagnose the problem, and we need to purchase new microphones. This new system, which is \$15,600 for

equipment and install, will future-proof the Nowak Room. Right now, the mics that we're using are running through the portable system, so we can't mic the Wheelwright Room, Town Hall, etc when the Nowak Room is in use. If we order this month, we should get them mid-December for a January installation. The price just went up, and that trend and production delays will likely continue, so we should purchase now.

Mr. Papakonstantis asked what happened a year or two ago, when we replaced the speakers. Mr. Glowacky said when we added table microphones, we tied into an existing system. This new system and the replacement microphones should have better sound quality and less feedback. We're looking for this to come from the Cable Fund.

Mr. Papakonstantis asked if we're comfortable with the exact figure. Mr. Dean said the Board should approve up to \$16,000.

MOTION: Mr. Browne moved to authorize Exeter TV IT Department to expend up to \$16,000 from the Cable TV fund to purchase and install the wireless microphone system. Ms. Oliff seconded. All were in favor.

Mr. Glowacky said in the 2nd quarter financial report, per his memo of August 16th, the sustainability of the CATV fund was highlighted as an issue. We have been spending more money than we've received in franchise fees since 2017. We had to replace a lot of old equipment, and the hours of employees have increased. There's also been some mission creep in services, we took back public access coordination from the schools, and we are creating more content. During Covid, the IT staff kept all the Zoom meetings going. The franchise fee numbers have gone down a little as well, by about \$30,000. The town takes half of the franchise fund and puts half in the CATV fund. We should evaluate what the operations look like.

Mr. Swanson agreed that there's been mission creep. The original expectation was to do a few meetings live and a few repeats, until about 2010. Now there's streaming, video on demand, and new programming, but the funding has been the same since 2010. Things have gotten more expensive and we've added more tasks. Now, we work with almost every committee to broadcast. Zoom is a huge time eater because a staff member must be present and monitor the meeting for any issues. We don't have enough money in the fund for labor. Hiring people is difficult. If we got rid of the extra obligations, we'd have enough money, but he likes the improvement. We just can't afford them on the current funding.

Mr. Glowacky said since he started in 2017, we've raised wages to make it possible to hire people. When he started, we had 5 - 6 employees, but now we only have 2 - 3. We have more responsibilities and less staff.

Mr. Papakonstantis said during Covid, they were able to air meetings and committees that weren't previously aired, which people enjoyed. We want public engagement. We understand that Zoom is expensive.

Mr. Glowacky said Zoom is now being used more for Boards to have members attend remotely than for the public, who rarely attend. We're spending a lot of time troubleshooting the Zoom connection.

Mr. Dean said part of adjusting the CATV fund is changing expectations. In 2014-2017, we were turning surpluses back to the Cable Fund. It's only in 2018 - 2021 that the numbers have gone the other way.

Mr. Glowacky said we went from televising 11 meetings a month to 22 meetings a month, but now we're back down to about 15. With fewer hours to offer, we may have to lower some expectations. Sometimes there are three meetings at the same time, and we think it should be two a night max. We can't be as flexible as we used to be, since we're relying on part time people.

Ms. Oliff said if there's an additional meeting that hadn't been on the schedule, they shouldn't expect to have it videotaped. It could be a subcommittee meeting instead, which doesn't need to be public.

Mr. Dean said the Cable Fund was set up as a 50/50 split with the General Fund and the Cable Fund. We could ask the town via town meeting to make a change to that, although it would likely be unpopular.

Mr. Browne said regarding equipment, everyone at the meetings has a phone, and they could broadcast using that. Mr. Glowacky said if we cut out the actual cable channel, it could save a lot of money, but if we want it on Comcast, we need to use the specific equipment. Some other towns only stream their meetings to YouTube. Mr. Dean said we need the Comcast piece, since the franchise fee is related to the Cable portion of the bill. Mr. Papakonstantis said we'd want to keep that, as that's some peoples' only access to the meeting.

Mr. Papakonstantis said fine tuning the frequency of when Boards and Committees meet may help.

Mr. Dean said this is a monitoring situation for now, he'll continue to work on it.

Mr. Papakonstantis asked if the cost of Zoom is worth continuing with. Mr. Glowacky said Zoom for TV production has been great. The money is justified by the amount of content we got. The cost is related to the amount of hours a staff member has to be there for the government meetings. Mr. Swanson said there are bad actors out there, and they're not going to change their ways. Regarding phone access, Exeter TV does the broadcast straightforwardly with no editing, unlike private recordings.

c. Tree Ordinance Second Reading

Natural Resources Planner Kristen Murphy was present to discuss the Tree Ordinance. Ms. Murphy said we had legal counsel review the document, and she's presenting a revised draft. The changes relate to the fact that some are town owned rights of ways, and some are privately owned. There have been lawsuits about public management of trees on private land.

MOTION: Ms. Cowan moved to open the public hearing on the second reading of the tree ordinance. Ms. Gilman seconded. All were in favor.

Eileen Flockhart said Zoom provided the Tree Committee with more audience and more expertise, and the Tree Ordinance may not have been possible without it. She thanked everyone who worked on the Tree Ordinance.

There were no further public comments.

MOTION: Mr. Browne moved to close the public hearing. Ms. Gilman seconded. All were in favor.

Ms. Gilman thanked the Tree Committee and Ms. Murphy for all the work they'd done in making Exeter a Tree City USA. She said she didn't think the information about funding belonged in the ordinance. Mr. Papakonstantis said perhaps the Tree Committee can work with Ms. Murphy to find funding in the budget. Ms. Murphy said Jay Perkins has some limited funding. This year, we were trying to identify some uses for that funding.

Mr. Dean said "Town Warden" should read "Tree Warden."

Mr. Papakonstantis said the third reading of the ordinance will be at the next meeting, November 15th.

d. Riverwoods Tax Agreements 2021

Mr. Papakonstantis said the Board heard a presentation from the Riverwoods Executive Management at the last meeting. Mr. Browne said regarding point 6, "Riverwoods offers its services to an indefinite segment of the public", he feels that the \$300,000 - \$600,000 entry fee makes it a definite segment of the public. Ms. Cowan said she doesn't know how much we could do about it even if we didn't agree. Mr. Dean said that's how Riverwoods does its business. This agreement is about the percentage of tax that the entity pays for its various holdings. The town can't issue a tax bill until we have the agreement in place. The issue at hand is more of a relational issue, and it's up to the Board whether to reach out about that. Ms. Cowan said revisiting this agreement could result in lawsuits and legal spending on both sides. Other agreements could be revisited, such as the agreement with PEA. Mr. Dean said that it was a court case back in the 1940s that determined the Academy's formula. Mr. Papakonstantis asked Mr. Dean to look into these types of agreements for next year. Mr. Dean said we can engage in a conversation with Riverwoods. Ms. Oliff said she would like to change the language of the agreement, specifically "offers services to a substantial and indefinite segment of the general public." Mr. Dean said those elements are part of the letter, not the agreement, so the Board would want to address it outside of the agreement. This is about how units are paying the tax rate. It's about 83% taxable.

MOTION: Mr. Browne moved to approve the 2021 Riverwoods tax agreements for The Woods, The Ridge, and The Boulders, respectively. Ms. Gilman seconded. All were in favor.

e. Outdoor Dining

Mr. Dean said this is an amendment to the current ordinance for licensing of alcohol use on town property. We would strike out the “voluntary not for profit” as the only type of organization can be licensed. There would be a change to refer to ordinance 178.24; currently it refers to 178.22I, which pertains to non-profits only. Mr. Papakonstantis asked if the Health Officer and Public Safety would still weigh in on applications, and Mr. Dean said yes. There’s also a change from a \$100 fee to a \$1 per square foot for each calendar year.

MOTION: Ms. Gilman moved to open the public hearing on the outdoor dining ordinance. Ms. Oliff seconded. All were in favor.

There was no public comment on this issue.

MOTION: Ms. Gilman moved to close the public hearing. Mr. Browne seconded. All were in favor.

Mr. Papakonstantis said the second public reading will be on Nov 15.

f. **Municipal Station Agreement - NNEPRA & Amtrak**

Mr. Dean said the Northern New England Passenger Rail authority and Amtrak have an agreement with the town on how the station is governed. This is the year that the agreement expired. The new agreement outlines the terms and conditions the town must abide by to operate a train station in Exeter. We’re subsidizing the existence of the station in maintaining the parking lot, platform, and roof area. We will continue to be required to have liability insurance. The agreement has been in place since 2001. We would keep this new agreement until it’s replaced or updated.

Mr. Browne asked if the ticket machine is ADA accessible. Ms. Gilman said yes, it’s in a new location on the platform. Mr. Browne asked if there are still 76 parking spaces, and Mr. Dean said yes.

MOTION: Ms. Oliff moved to authorize the town manager to sign the municipal station agreement. Ms. Gilman seconded. All were in favor.

g. **Cemetery Setback Request: 37 Linden Street**

Mr. Papakonstantis said the Board received correspondence from the owner of 37 Linden Street. Ms. Gilman said the resident is not available, but she will speak on their behalf, as she knows the situation. It’s required to have a 25 foot setback from a cemetery wall according to State Law of 1994, but the town never adopted it, but someone wanted to build within 25 feet, and the zoning ordinance was changed to add that in. This applicant is asking for the Trustees of the Cemeteries to give approval or reject this request. In 2017, the Select Board was designated as the Trustees of the Cemetery. Exeter Cemetery is not town property, but we still have to abide by the 25 foot setback. This is at Linden and Gill Street, and the property has been there. The rest of the street is developed. There’s no reason not to grant this special exception. The purpose of the request

is to make the home accessible for a disabled partner. If we approve, the request must go to the ZBA.

MOTION: Ms. Cowan moved as the Cemetery Trustees and Select Board approve the proposed use which is a special exception to a State regulated 25 foot setback while abutting a cemetery at 37 Linden Street as presented by the petitioner. Mr. Browne seconded. Ms. Gilman abstained and the motion passed 3-0-1.

9. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Gilman moved to approve a solar exemption for 91/22 in the amount of \$10,000 for 2022. Ms. Cowan seconded. All were in favor.

MOTION: Ms. Gilman moved to approve a solar exemption for 72/219 in the amount of \$10,000 for 2022. Ms. Cowan seconded. All were in favor.

MOTION: Ms. Gilman moved to approve an intent to cut for 5/1. Ms. Cowan seconded. All were in favor.

b. Permits & Approvals

Parks and Rec Director Greg Bisson said that historically it takes 200,000 gallons to fill the pool, but we discovered in the last bill that we expended 1.2M gallons of water due to a leak. We have located the leak, and are trying to work with a contractor to fix it. It rained 23 days in July, so the pool ran at a deficit, but we knew that it likely would run at a deficit going in to the season. This unexpectedly large bill would be an added expense in a tough year. Last year, we asked for an abatement to fill the pool from Water/Sewer, but were told the request should go before the Select Board.

Ms. Gilman asked if neighboring properties noticed the leak or extra water, and Mr. Bisson said no. There was no evidence of erosion or any issues.

Mr. Browne asked if there's a way to prevent similar issues in the future. Mr. Bisson said we don't get a water bill until August. We could ask the Water Department to monitor it. Once we repair the leak, it will be back to normal usage. We believe the water pipe froze and cracked, and we will install a mechanism to blow water out of the pipe at the end of each season.

Mr. Papakonstantis asked Mr. Dean if the Water Department monitors town buildings the way they do private residences, and Mr. Dean said he doesn't know.

MOTION: Ms. Oliff moved to grant an abatement to Parks & Rec in the amount of \$20,687.13. Mr. Browne seconded. All were in favor.

Mr. Bisson said the town received a Cultural Conservation Grant, which money comes from the "moose plates". The Arts Committee collaborated on this grant. We plan to spend \$20,000 to restore the sculpture in Founders Park. We could only find one contractor which was qualified, Inspired Ornamental. We will

come up with a plan to have maintenance of the sculpture so it doesn't deteriorate in the future.

MOTION: Mr. Browne moved to accept the Cultural Conservation Grant from the NH State Council of the Arts in the amount of \$20,000 and to authorize the Town Manager to sign the grant agreement. Ms. Cowan seconded. All were in favor.

Mr. Dean presented a draft analysis by our Municipal Resources contractor. The sales price median ratio decreased by 11%. Mr. Dean said it's 89% to 79.3%. MRI reports this is similar to other communities for real estate values. The Board must sign the data certificate, but there is no motion required.

c. Town Manager's Report

- i. He's going full bore with the Budget Recommendations Committee. The full day meeting was October 22nd, the DPW General meeting was October 27th, and this Wednesday is Police and Fire.
- ii. He's working through the Collective Bargaining process with the three unions, and should have an update soon.
- iii. The tax rate is \$24.01 per thousand, a drop of 48 cents from last year. The town rate is \$5.79 per thousand, a drop of 12 cents. The county tax rate is up 2 cents, the State Education tax is \$1.99 per thousand, and the schools had a decrease of 38 cents per thousand. Most residents should see a small decrease in the second tax bill.
- iv. There's a new hire, Gail Morin, in Finance. She's the new HR and Payroll accountant.
- v. He participated in a virtual press conference on the bipartisan infrastructure bill, and spoke about the siphons project again.
- vi. We received a notice from Pan AM about work at the Salem Street crossing next week. We also have the sewer project going over there.
- vii. The Transfer Station has extended fall hours, from 8 AM - 2:30 PM Saturdays, and noon - 4 PM on Sundays. The fall leaf pickup will be Nov 22 - 27.
- viii. Congratulations to Exeter Women's Blue Hawk Field Hockey team, who won the State Championship.

d. Select Board Committee Reports

- i. Mr. Browne was not able to attend the Facilities Advisory Committee. They're looking for a Select Board rep that can better meet their hours, which are twice a month Thursday at 4:30 PM. Ms. Gilman said she can take it if he takes the Conservation Commission, which is the second Tuesday at 7 PM.
- ii. Ms. Gilman said she attended the Heritage Commission and HDC. Both are having special meetings. The HDC made themselves flexible to an applicant who wants to do a replacement window project before

December. The Heritage Commission has an extra meeting on the 8th to review a demo request for 35 High Street.

- iii. Ms. Cowan attended the Planning Board. They delayed the continued public hearing on a multifamily site on Newfields Road because the applicant must file for a wetlands permit. They approved a conditional use permit for replacing service poles for Eversource in the median of 101. That work will take place this winter.
 - iv. Ms. Oliff was not able to attend the Housing Advisory meeting, but they continued the discussion of the roundtable event for workforce housing needs, and started a conversation about the storyboard map.
 - v. Mr. Papakonstantis attended the DPW BRC meeting, where they had a very thorough conversation about CIP items.
- e. Correspondence
- i. A memo from Eversource, with a copy of the NHDES notice of petition for license to construct equipment on State Land.
 - ii. A DES notice for action at Pickpocket Dam. Mr. Dean said there's a warrant article proposed for Pickpocket Dam.

10. Review Board Calendar

- a. The next meeting is Nov 15 with the Swasey Park Trustees. There is also a meeting on Nov 22.

11. Non-Public Session

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

12. Adjournment

MOTION: Ms. Gilman moved to adjourn. Mr. Browne seconded. All were in favor and the meeting was adjourned at 8:55 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments

Discussion /Action Items

Swasey Parkway Discussion

Outdoor Dining Ordinance – Second Reading (Modifies serving alcohol on Town Property)

EXETER TOWN ORDINANCES AMENDMENT – CHAPTER EIGHT

Chapter Eight of the Town of Exeter Town Ordinances, Licensing of Alcohol Use on Town Property is hereby amended as follows:

- Change: 809.1 “178:22(I)” to “178:24”
- Delete: 809.1 “voluntary non-profit”
- Delete: 809.2 “voluntary non-profit”
- Change: 809.2 “178:22(I)” to “178:24”
- Add: 809.6 “d” to the word “close” to say “closed”
- Change: 809.9 "Board of Selectmen" to "Select Board"

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 11/1/21

Second Reading:

Third (final) Reading:

Adoption Date:

Effective Date:

808.1 Definitions: As used in this Chapter, the following words shall have the following meanings:

- a. **Auctioneer** means a person who engages in the Town of Exeter in the business of selling for another real, personal or mixed property by auction.
- b. **Auctioneering** means the business or act of selling for another real, personal or mixed property by auction.
- c. **Board** means the Board of Selectmen.

808.2 State Statues

Revised Statutes Annotated defines state laws relative to Auctioneers in New Hampshire. No auctioneer shall operate in the Town of Exeter unless he is properly licensed by the State of New Hampshire.

808.3 Application:

Local applications may be obtained at the office of the Town Manager. The applicant shall state time, date, place of the event and the anticipated length, as well as the number to be in attendance. Action on any application shall be at a regular session of the Board of Selectmen. Applications shall be filed two weeks in advance of the scheduled event.

808.4 Additional Services:

Should the size of the event require additional Town Emergency or Public Services, the reasonable costs for such services shall be paid by the auctioneer obtaining the permit.

808.5 Fees:

The fee for such local permit is \$5.00.

808.10 Penalties:

Any person, firm or corporation violating any provisions of Section 808 shall be punished by a fine of not more than one hundred (\$100.00) dollars for each offense.

809 Licensing of Alcohol Use on Town Property

809.1 In accordance with the provisions of sections 809.1 through 809.9, and RSA 178:22(I) 178:24, any **voluntary non-profit** organization seeking to serve and offer alcohol for consumption on closed Town streets, in Town buildings and in Town parks shall first apply for the applicable license with the Town Manager's office.

809.2 To qualify for a license under this Chapter, the **voluntary non-profit** organization shall obtain a license from the New Hampshire Liquor Commission under RSA 178:22(I) 178:24.

- 809.3 The Town shall require a license application, which shall include standards for issuance of the license to serve and offer alcohol for consumption on Town property.
- 809.4 No license to serve and offer alcohol for consumption on Town property shall be granted for the hours between 10:00 pm and 10:00 am.
- 809.5 Applications for a license under this section may be made at the Office of the Town Manager.
- 809.6 The Police Chief, Health Officer and Parks/Recreation Director (where applicable for Town Parks) shall review the application for completion and transfer it to the appropriate authority for review and approval as follows:
- License to serve alcohol on **closed** Town street, submitted by the Police Chief and Health Officer to the Town Manager for review and approval;
- License to serve alcohol in Town buildings submitted by the Police Chief and Health Officer to the Town Manager for review and approval;
- License to serve alcohol in Town Parks submitted by the Police Chief and Health Officer to the Town Manager for review and approval.
- 809.7 To the extent the applicant meets all of the standards for issuance of a license, the Town Manager may conditionally issue the license, which shall not become valid until the applicant provides the Town Health Officer with an RSA 178:22 (I) license from the New Hampshire Liquor Commission for the applicable license issuance time period.
- 809.8 The fee for said license shall be two hundred dollars (\$200.00).
- 809.9 Appeals for a denial of a license under this section may be made to the Exeter **Board of Selectmen Select Board** at a regular public meeting.

820 Alarms: Business, Residence, Burglary, Fire, Medical Emergency Alarm Device or System

820.1 Definitions:

- a. **Alarm System:** Any assembly of equipment and devices, arranged to signal the presence of a hazard requiring the urgent attention and to which public safety personnel and equipment are expected to respond. This shall include any alarm system or device connected to the municipality-owned Gamewell Fire Alarm System.
- b. **False Alarm:** The activation of an alarm system through mechanical failure, accidental tripping, malfunction or misuse of the owner or lessee of an alarm



TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 773-6102

Outdoor Dining Application

Please send completed applications to Pam McElroy at the Office of the Town Manager
pmcelroy@exeternh.gov (603) 773-6102

FEE: \$200.00 each calendar year. Fee may be prorated on a per month basis.

Address of Proposed Outdoor Dining Area: _____

Assessor's Map: _____ Lot: _____ Zoning District: _____

Applicant: _____

Address: _____

Phone: _____ Email: _____

Property Owner: _____ Phone: _____

Address: _____

The requested Outdoor Dining permit is issued to the applicant/business listed on this permit application for the purpose indicated on this application.

The requested Outdoor Dining permit shall be valid for said applicant/business only during the time and dates indicated on this permit application.

Once the requested Outdoor Dining permit is approved, it is non-transferable.

Applicant/business shall not conduct their outdoor dining 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 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 and/or employees.

Applicant is solely responsible for cleaning the outdoor dining space (including removal of trash/dropped items). Dumping of grease, oil or greywater is strictly prohibited.

Applicant/business may be required to relocate outdoor dining location if the Town requires access to the space for any reason, including, but not limited to cleaning, maintaining or repairing the location or adjacent space.

Applicant shall defend and indemnify the Town of Exeter, its officials, employees and volunteers against all demands, claims, suits and actions seeking damages, penalties, costs, interest, statutory relief and/or equitable relief on account of bodily injury, death, personal injury, property damage and/or economic injury arising out of or related to the permit or the activities of the permit applicant.

Applicant will adhere to all pertinent Town Ordinances, including Chapter 7 (Conduct Regulations) and if applicant intends to serve alcohol, will adhere to Chapter 809 (Licensing of Alcohol Use on Town Property).

The Town has the right to revoke any outdoor dining permits at any time.

REQUIRED DOCUMENTATION TO SUBMIT WITH APPLICATION

Completed permit application with payment (payable to Town of Exeter).

Certificate of Liability Insurance, providing General Liability/Bodily Injury/Property Damage: \$200,000/\$1,000,000. If applicant intends to serve alcohol, additional liquor liability with reasonable limits of coverage with minimum coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. **The Town of Exeter must be named on the certificate as additional insured.**

Copy of New Hampshire Liquor Commission license if applicant intends to serve alcohol.

Dimensional Site Plan depicting the following: existing conditions including public infrastructure such as curb lines, light poles, bike racks, trees, manhole covers, meters, licensed A-frame signs, post office boxes, etc; as well as proposed table/chair layout plan, trash receptacles, tents/canopies, heaters/outdoor firepits, routes of travel within outdoor dining area and on public sidewalk. Include existing lighting and proposed lighting.

Applicant will adhere to Town Ordinance Chapter 7 (Conduct Regulations) and if applicant intends to serve alcohol, Chapter 809 Licensing of Alcohol Use on Town Property.

The undersigned attests that the supplied information is accurate and complete.

Applicant Signature Date

.....
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: _____

Exeter Fire Chief: _____ Date: _____

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

TITLE XIII

ALCOHOLIC BEVERAGES

CHAPTER 178

LIQUOR LICENSES AND FEES

Section 178:24

178:24 Authorization for Other Areas. – A business holding a license authorizing the consumption of alcoholic beverages on its licensed premise may petition the commission for permission to extend service for beverages and liquor to any clearly defined area under the control of the licensee. Petitions shall include written plans and diagrams that shall provide detailed information on the proposed extension of alcohol service. Petitions shall also conform to local zoning requirements and include the written approval of local officials. The commission may approve plans submitted by licensees and may add such terms and conditions as it deems appropriate to preserve public health and safety. The commission may deny, in its discretion, any petition under this section which constitutes a risk to public health, safety, or welfare of any community.

Source. 2003, 231:13, eff. July 1, 2003. 2018, 197:1, eff. Aug. 7, 2018.

Tree Ordinance Third Reading

CHAPTER X TREE ORDINANCE

XXX AUTHORITY

This Ordinance is adopted by the Exeter Board of Selectmen pursuant to RSA 41:11 and RSA 41:11-a.

XXX PURPOSE

The purpose of this Chapter is to encourage the proper management of Public Trees within the Town of Exeter; to establish a standard of care and provide clear guidance to Town officials and Town Contractors regarding the planning, planting, preservation, maintenance, care, and removal of trees in public parks and on town-owned rights-of-way within the Town of Exeter; and to establish and assign proper authority regarding care of Public Trees on these lands within the Town of Exeter.

XXX JURISDICTION

Areas subject to the Ordinance: All streets, highways, parks, or other grounds owned by the Town, including any town-owned right-of-way along public roads ("Public Property"). This ordinance shall not apply to town-owned conservation land or cemeteries.

Activities subject to the Ordinance: Planning, planting, preservation, maintenance, care, and removal of trees in Public Property within the Town of Exeter. Any work on Public Trees shall comply with the tree regulations regardless of who performs the work.

XXX DEFINITIONS

As used in this Chapter, the following terms are defined as follows:

Caliper

Tree Caliper means an American National Standards Institute (ANSI) standard for the measurement of nursery trees and shall be used for trees under 12" in Diameter at Breast Height (DBH). The caliper measurement of a trunk shall be taken 6" above the ground for trees up to and including a 4" caliper size at that height. If the caliper at 6" above ground exceeds 4", the caliper measurement should be taken at 12" above the ground. For trees above 12" in diameter, Diameter at Breast Height (DBH) is used.

Central Leader

Referred to as the leader or dominant leader. It is a vertical continuation of the main trunk, beginning above the highest lateral branch and extending to the top of the tree.

Diameter at Breast Height (DBH)

The measurement of a tree's trunk diameter in inches at breast height (4 ½ feet above ground level at the tree's base). For trees with less than 4 ½ feet of clear trunk, the diameter shall be of the largest leader measured 4 ½ feet above ground level. For multi-trunk trees, it shall be the sum of the diameter of the individual trunks measured 4 ½ feet above ground level.

Hazard Tree

A tree or tree part that has defects or structural weaknesses that poses a high risk upon its failure of causing personal injury or death, or damage to property; public or private, and could be a threat to public passage or traffic safety. A tree becomes a potential hazard when its woody structure is weakened by one or more defects which decrease its structural integrity and increase its potential for failure. Defects are visible signs that a tree has failed, is failing, or has the potential to fail. There are seven main categories of defects:

1. Cracks,
2. Weak branch unions,
3. Stem or branch decay,
4. Cankers, infectious disease, insect problems,
5. Dead trees, tops or branches,
6. Root problems, and
7. Poor tree architecture.

As defined by the International Society of Arboriculture (ISA), a hazard tree must meet three (3) criteria:

- (1) The tree is sufficiently large enough to cause damage should it fall;
- (2) The tree has a target that would be damaged should it fall;
- (3) The tree has a condition that would make it likely to fall.

By definition, a hazard tree = a defective tree plus a target

Note: Hazard trees within the river are addressed through the River Hazard Removal Policy (Select Board Policy 2010-01)

Memorial Tree Program

The Exeter Parks and Recreation Department's Memorial Tree Program is designed as a resource to allow residents, organizations, and businesses the opportunity to assist the Town in its beautification of public spaces with a purchase of designated trees. The Memorial Tree Program contributes to the Town's goal of increasing trees in the community through the efforts of the Tree Committee.

Through this special Exeter Parks and Recreation program, trees can also be purchased and planted in public places as living tributes to friends and loved ones or to commemorate a special occasion.

Park

An area of land owned and managed by the Town and set aside for environmental protection and/or recreation.

A list of Exeter's parks can be found [here](#).

Property Owner

A person or business entity with a legal or equitable interest in a property (as shown by the Town's Assessor's list).

Pruning

A horticultural practice of selectively cutting/removing specific portions of a tree (such as roots, buds, branches) that are dead, undesirable, or overgrown, OR trimming for healthy plant development and aesthetic purposes. Pruning can be considered preventive maintenance.

Public Property

All streets, highways, parks, or other grounds owned by the Town, including any town-owned right-of-way along public roads. For the purposes of this ordinance, Public Property does not include town-owned cemeteries or town-owned conservation land.

Public Trees

Public Trees refers to trees, shrubs, and other woody vegetation found on Public Property. This includes shade, ornamental, and forest trees or shrubs growing on any public property.

Replacement Trees

A tree or trees to be planted to replace any trees removed. The replacement trees will be nursery grown, with a preference for native trees.

Equivalent Replacement: The replacement of a removed or damaged tree to compensate for that tree's removal, or its damage, with one tree the same diameter, or a combination of smaller trees that will equal that removed tree's DBH as defined herein. Alternatively, payment of equivalent replacement value can be made to the Parks and Recreation Memorial Tree Fund.

Tree-for-Tree Replacement: Replacing a removed tree with a tree, or trees, with a minimum of two to two-and-one-half inches in cumulative trunk diameter at breast height (DBH). The Tree Warden and the Tree Committee will develop and maintain within the regulations an up-to-date list of approved trees for planting under appropriate circumstances.

Significant Trees

Significant trees, as defined in Exeter's Site and Subdivision regulations (7.4.7), are 20-inches or greater in diameter at breast height (DBH).

Tree Maintenance

Activities, equipment, plans, and provisions to keep trees alive and flourishing.

XXX TREE WARDEN

The Exeter Tree Warden is an appointed official with relevant training and/or experience, who has the authority and responsibility for maintaining Public Trees, and advising the public on matters relating to Public Trees as defined in NH RSA 231:139. The Tree Warden works with and is supported by the Exeter Tree Committee.

The Tree Warden's job may include, but is not limited to, the oversight of the following:

- Pruning of trees for health and safety;
- Spraying of trees;
- Removal of trees that are dead or dying as a result of storms, insects, disease, or old age;
- Identification of sites for planting new trees;
- Planting new trees;
- Maintaining an inventory of Public Trees;
- Supervising Town tree workers;
- Inspecting contracted tree work;
- Utility arboricultural operations;
- Assessment of trees for potential hazards to public safety.

The Technical Review Committee may request that the Tree Warden or designee provide advice on tree removal, tree selection, and placement of trees on projects that come before the Planning Board.

The Tree Warden shall advise on and help coordinate landscaping efforts on Town properties and/or within the Town's right-of-way.

XXX TREE COMMITTEE

The Exeter Tree Committee was created in 2019 as part of the Town of Exeter's efforts to be officially recognized as a Tree City. The Committee is a subcommittee of the Conservation Commission, and is made up of volunteers who will:

- Coordinate efforts in support of Exeter's Tree City USA designation;
- Aid in carrying out the provisions of this ordinance;
- Collaborate with the Tree Warden, Town departments, and other Town officials to foster a tree-rich community;
- Help monitor the health and protection of Public Trees;
- Work to update our inventory of Public Trees;
- Seek grants and secure funds to support and advance the work of the

- committee;
- Advance educational efforts to promote awareness and knowledge of the benefits of trees.

More information on the Tree Committee can be found on the Town's website under the [Conservation Commission Main Web Page](#).

More information on Tree City USA at Arborday.org can be found [here](#).

XXX PERMISSION REQUIRED

Permission must be obtained from the Tree Warden prior to doing any work related to Public Trees, or commencing any activity on Public Property that may disturb roots, trunks, or limbs of Public Trees. This can include, but is not limited to, trimming, fertilizing, planting, treating with chemicals (fertilizer, herbicides, or pesticides), and removal.

Any person engaging in the business of cutting, planting, pruning, removing, spraying or otherwise treating Public Trees must first produce evidence of certification/license to the Tree Warden or designee.

Permission for removal of a Public Tree will not be granted without first establishing an acceptable plan for replacement. The Tree Warden shall determine which replacement method (Equivalent or Tree-For-Tree Replacement) is appropriate for the given circumstance.

XXX TREE COMMITTEE CONSULTATION

A Significant Public Tree (defined as having a diameter larger than 20" DBH) may be removed only following consultation with the Tree Committee, and only after the opportunity for public input at a Tree Committee meeting, *except* where delay in the removal of the tree would pose an imminent threat to public safety or property.

Replacement plans for Significant Trees will be determined in consultation with the Tree Committee.

XXX SPONSORSHIP OF PUBLIC TREES

The sponsorship of Public Trees on Public Property by the abutting property owner is permissible and encouraged provided that the Tree Warden approves the location and selection of such trees. The selected tree or trees will be planted by the Department of Public Works, and it will be the responsibility of the abutting property owner to water the tree(s) until they have become successfully established.

*** See standards for planting and care.*

XXX TREE REMOVAL AND REPLACEMENT

The Tree Warden shall take such action necessary to order the removal of a Public Tree or trees along town-roads when necessary to preserve public safety or to prevent the spread of disease or insects to other Public Trees and places.

See Section XX Private Trees for removal of trees on private property along town roads within the Town's right-of-way.

Consultation with the Tree Committee is not necessary for trees under 20" DBH or in emergency situations when public safety, health, and welfare is at risk.

Prior to the removal of a Public Tree, a replacement plan must be approved by the Tree Warden. The plan shall identify the replacement method (Equivalent Replacement or Tree-for-Tree Replacement), planting location, and tree species. If the tree to be removed is a Significant Public Tree, the replacement plan will be determined in consultation with the Tree Committee.

When a Public Tree has been (unlawfully) damaged or destroyed, in addition to tree replacement, the responsible party shall pay for the removal and disposal of the removed tree, including the stump, and any resulting sidewalk and/or landscape repairs, and shall provide a 3-year guarantee of success. Trees that do not survive must be replaced.

XXX HARMING PUBLIC TREES

No person shall, willfully or mischievously, break down, injure, climb upon, or commit any injury to Public Trees, nor shall they interfere with the roots or place signs or posters or any other fixture on a tree using nails or other devices which may damage the tree. Removal of any guard, stake, or watering device intended for the promotion of the health and protection of a Public Tree is also prohibited.

XXX PENALTIES

Anyone who violates any provision of this ordinance, upon being found guilty of violation, shall be subject to a fine not to exceed (\$300) for each separate offense. If the injury, mutilation, or death of any Public Tree(s) is caused, the cost of repair or replacement, or the appraised dollar value of such tree(s), shall be borne by the party in violation.

XXX ENFORCEMENT

The ~~Town~~Tree Warden or designee shall have the power to promulgate and enforce regulations, rules, and specifications concerning the spraying, trimming, removal, planting, and protection of Public Trees.

XXX PRIVATE TREES

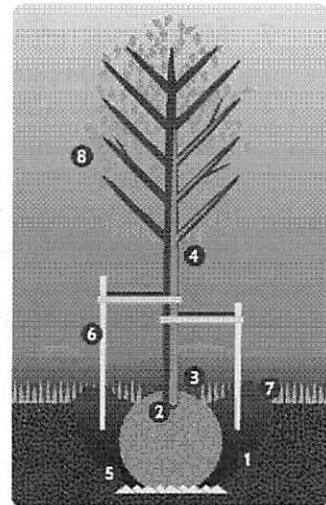
If the Tree Warden determines that a tree on private property along a town road is a public safety or traffic hazard, the Tree Warden will notify the property owner to make them aware of the problem, and alert them that immediate action must be taken to resolve the issue. If the property owner does not take corrective action within 10 days of notification, the Town Manager will be notified and the Tree Warden may take such necessary actions to ensure public safety, including removal of the hazardous tree. The lumber from any tree removed from private property shall, at the owner's option, be left on site for the owner's use.

XXX STANDARDS FOR PROPER PLANTING AND MAINTENANCE

See Exhibit A for technical planting and maintenance specifications.

The following are general planting guidelines to aid in successful tree/shrub planting and maintenance:

1. Dig a shallow, broad planting hole. The hole should be three times the diameter of the tree's root ball but only as deep as the root ball itself. It's important to make the hole wide because roots on the newly-established tree push through surrounding soil to establish.
2. Identify trunk flare. Find the trunk flare so you can determine how deep the hole needs to be for proper planting. Trunk flare is the point where roots spread at the tree base. This point should be partially visible after the tree is planted (see diagram). If the trunk flare is not visible, remove some soil from the top of the root ball.



3. Place tree at the proper height. Before placing the tree in its hole, ensure that the hole has been dug to the proper depth. Many roots on the newly-planted tree will develop in the top 12 inches of soil. If the hole is too deep, new roots will have difficulty developing from lack of oxygen. Plant the tree two to three inches above the base of trunk flare. This planting level allows for settling (see diagram). To avoid damage when setting the tree in the hole, lift it by its root ball, never by the trunk.
4. Straighten the tree. Before backfilling, check the tree from several directions to confirm that it's straight.
5. Fill the hole gently but firmly. Fill the hole about 1/3 with soil and gently but firmly pack that soil around the base of the root ball. If the root ball is wrapped, cut and remove any fabric, plastic, string, and wire from around

the trunk and root ball to facilitate growth (see diagram). Take care not to damage trunk or roots while unwrapping.

Fill in the hole, packing soil firmly to eliminate air pockets that may cause roots to dry out. Add soil a few inches at a time and settle with water. Continue until the hole is filled and the tree is firmly planted. Fertilizer isn't necessary during planting.

6. Stake the tree, if necessary. Trees establish more quickly and develop stronger trunk and root systems if they aren't staked during planting. However, protective staking may be required on sites where lawn-mower damage, vandalism or windy conditions are concerns. If staking is necessary, use two stakes in conjunction with a wide, flexible tie material on the lower half of the tree. This holds the tree upright, provides flexibility, and minimizes injury to the trunk (see diagram). Remove support staking and ties after the first year of growth.
7. Mulch the tree's base. Mulch acts like a blanket that holds in moisture, controls soil temperature extremes and prevents grass and weed competition. Choices include leaf litter, pine straw, shredded bark, peat moss, or composted wood chips. A two to four-inch layer is ideal. More than four inches may cause oxygen problems. When placing mulch, don't cover the tree trunk (it promotes decay). A mulch-free area, one to two inches wide at the base of the tree, prevents moist bark conditions and decay.
8. Follow-up care: Keep soil moist but not soaked; overwatering causes leaves to turn yellow or fall off. Water trees at least once weekly and more frequently during hot weather. When soil is dry below the surface of the mulch, it's time to water. Continue until mid-fall, tapering off for lower temperatures that require less-frequent watering.

XXX NATIVE TREES AND SHRUBS

See Exhibit B: Approved Trees and Shrubs

See Exhibit C: Prohibited Trees and Shrubs

Note: This will be updated every 5 years.

~~XXX FUNDING~~

~~It is the goal of the Tree Committee to work with the Town to establish a fund that will support the activities of the Committee.~~

~~This fund would cover for activities and purchases including:~~

- ~~• Tree work such as labeling Public Trees in Town;~~
- ~~• The expense of a Town arborist;~~
- ~~• The purchase, planting, and maintenance of new trees in public places;~~
- ~~• The purchase of equipment for emergency and tree maintenance work to be done in-house.~~

Final Draft: ~~October~~ November 127, 2021

ADA Policy Update

Town of Exeter	Policy Number 00-24	Adopted by Select Board
Subject: Grievances under the Americans with Disabilities Act (ADA)	Adoption Date: 8/12/92 Revision Date: 1/4/00 11/15/21 Effective Date: 8/13/92 xx/xx/21	Supersedes:

1.0 Purpose of the Policy:

To set up a grievance procedure under the ADA which is mandated by federal law for any public entity employing fifty (50) or more person.

2.0 Departments Affected:

All Departments

3.0 Definitions:

ADA Coordinator: Pursuant to Section 35.107 of the ADA, the Town of Exeter has designated ~~Chief Stephan Poulin~~ **Doug Eastman, Building Inspector/Code Enforcement Officer** as the person to coordinate its efforts to comply with the Americans with Disabilities Act, including investigation of any complaint alleging non-compliance or actions that would be prohibited by this act.

The ADA coordinator is:

~~Chief Stephan Poulin
Exeter Police Department
20 Court St (PO Box 127)
Exeter NH 03833
772-1212~~

**Doug Eastman
Building Inspector/Code Enforcement Officer
Town Office Building
10 Front Street
Exeter, NH 03833
(603) 773-6113**

4.0 Policy:

5.0 Procedures:

Grievances under the ADA shall be handled according to the following five-step procedure:

1. Any individual may file an ADA grievance. The complaint should be in writing and briefly describe the action alleged to be prohibited by the ADA.
2. The ADA Coordinator shall conduct an investigation of the complaint as may be appropriate to determine its validity. In a case where the ADA Coordinator is directly involved with the grievance, the grievant shall be given the option of having an alternate ADA Coordinator, named by the Town Manager, for subsequent actions on the grievance.
3. Within 10 business days, the ADA Coordinator shall meet with the grievant to discuss the findings of the investigation. The ADA Coordinator may attempt to resolve the grievance.
4. If unable to resolve the grievance, the ADA Coordinator shall, within 10 business days, forward a report on the facts to the Town Manager, who shall meet with the grievant within 15 working days and attempt to resolve the grievance.
5. If unable to resolve the grievance, the Town Manager shall refer the matter to the Town's legal counsel.

The right of a person to prompt an equitable resolution of a complaint filed hereunder shall not be impaired by the person's pursuit of other remedies, and utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.

6.0 Severability:

**Select Board Policies
Amendment to Policy**

00-24 Grievances Under the Americans with Disabilities Act ADA)

- CHANGE: Revision Date: "1/4/00" to "11/15/21"
- CHANGE: Effective Date: "8/13/92" to "XX/XX/21"
- CHANGE: 3.0 Definitions: "Chief Stephan Poulin, Exeter Police Department, 20 Court Street (PO Box 127), Exeter, NH 03833, 772-1212" to "Doug Eastman, Building Inspector/ Code Enforcement Officer, Town Office Building, 10 Front Street, Exeter, NH 03833, (603) 773-6113"

Niko Papakonstantis, Chair

Molly Cowan, Vice-Chair

Julie Gilman, Clerk

Lovey Roundtree Oliff

Daryl Browne

Adoption Date: 8/12/92

Revision Date: 11/15/21

Effective Date:

Tax Abatements, Credits & Exemptions

List for Select Board meeting November 15, 2021

Solar Exemption

Map/Lot/Unit	Location	Amount	Tax Year
94-1	110 COURT ST	7,000	2022

Abatement

Map/Lot/Unit	Location	Amount	Tax Year
64/105/53	53 Hayes MH Park	250.00	2021

Permits and Approvals



156 Front St 420

2 messages

patricia tecce [REDACTED]
To: "pmcelroy@exeternh.gov" <pmcelroy@exeternh.gov>

Wed, Nov 10, 2021 at 12:42 PM

Good afternoon Pam

I came to the Tax collector's office today to pay property bill attached and requested the interest be dismissed or abated. We closed on this property on May 7th of this year and never received a tax bill in June. I can only assume it went to the prior owners and they disregarded or destroyed the June bill. Hope you can rectify this issue as we would have paid it had it been mailed to us.

Thank you

Patricia and Michael Tecce

Pam McElroy <pmcelroy@exeternh.gov>
To: patricia tecce [REDACTED]

Wed, Nov 10, 2021 at 12:49 PM

Good afternoon Ms. Tecce.

Thank you for your email. I will forward your message to the Town Manager and Select Board, and will be in touch with you upon hearing back from them.

[Quoted text hidden]

--

Pam McElroy

Town of Exeter

Executive Assistant, Town Manager's Office

603-773-6102

Human Services Administrator

603-773-6116

11/10/2021 13:06
rlauchner

Town of Exeter
Real Estate Tax Statement

P 1
txtaxstm

PARCEL: 73-49-80

LOCATION: 156 FRONT ST 420

OWNER:

TECCE PATRICIA
TECCE MICHAEL
754 LONG JOHN RD
RYE NH 03870

STATUS:

SQUARE FEET	0
LAND VALUATION	0
BUILDING VALUATION	192,800
EXEMPTIONS	0
TAXABLE VALUATION	192,800
INTEREST PER DIEM	.52

LEGAL DESCRIPTION:

DEED DATE: 04/28/2021 BOOK/PAGE: 6276/1774

INTEREST DATE: 11/10/2021

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2021	RE-R	2941				
1	RE TAX		2,360.84	2,360.84	68.30	2,429.14
2	RE TAX		2,268.29	2,268.29	.00	2,268.29
			4,629.13	4,629.13	68.30	4,697.43
GRAND TOTALS			4,629.13	4,629.13	68.30	4,697.43



the
TONRY
Farm

Town Manager's Office

NOV 08 2021

Received

November 3, 2021

Exeter Selectmen
10 Front Street
Exeter, NH 03833

RE: SIGNS

Dear Selectpersons:

Last year you approved the placing of the Tonry Christmas Tree signs on the end of Route 88, conditional on obtaining yearly approval. This letter is to request that you allow us to place the same sign in the same location as last year. This year we will not be placing our sign throughout the fall weekends but would like to have it up from November 24th through December 24th.

Thank you for your consideration. Should you have any questions please feel free to contact me at 603-770-6157.

Sincerely,



Abigail Tonry

Correspondence



Rockingham County Treasurer

119 North Road
Brentwood, New Hampshire 03833

Scott G. Priestley Sr., County Treasurer
Tel. 603-679-9413 Fax. 603-679-9346
spriestley@co.rockingham.nh.us

October 28, 2021

Town Hall Offices
10 Front Street
Exeter, NH 03833

Dear Board Of Selectmen,

Enclosed is the 2021 Rockingham County Warrant. The amount of the warrant is \$2,081,903.00. Payment is due by Friday, December 17, 2021.

Please notify us if you choose to transfer the payment by wire or ACH and we will make arrangements for receipt of funds; please contact Elaine Newbury at 603-679-9364 for instructions by December 9th.

Your attention and processing of this Warrant is appreciated.

Sincerely,

Scott G. Priestley, Sr., Rockingham County Treasurer

Enc.



Rockingham County Treasurer

119 North Road
Brentwood, New Hampshire 03833

Scott G. Priestley Sr., County Treasurer
Tel. 603-679-9413 Fax. 603-679-9346
spriestley@co.rockingham.nh.us

STATE OF NEW HAMPSHIRE

ROCKINGHAM COUNTY

WARRANT OF COUNTY TREASURER

To the Board Of Selectmen in the Town Of Exeter in said County:

You are hereby required to assess upon the polls and property in said City liable to taxation, Two Million Eighty One Thousand Nine Hundred Three Dollars and No Cents (\$2,081,903.00), being the just proportion of the county tax due from said town as granted by the last County Convention and to collect and pay the same to me on or before Friday the 17th day of December next, for the use of the County.

YOU ARE HEREBY NOTIFIED THAT FAILURE TO COLLECT AND PAY SAID TAX BY THE DATE INDICATED WILL RESULT IN THE ASSESSMENT OF A PENALTY AS DESCRIBED IN THE NEW HAMPSHIRE STATUTES, RSA 29:11.

You are also required to return to the TREASURER of said County for the time being, the names and/or name of the Collectors or Collector whom you shall direct to collect this sum or any part thereof.

HEREOF FAIL NOT, AS YOU WILL ANSWER YOUR NEGLIGENCE UNDER THE PENALTY PRESCRIBED BY LAW.

GIVEN UNDER MY HAND, THIS 28th DAY OF OCTOBER, 2021.



Scott G. Priestley, Sr.,
Rockingham County Treasurer

IMPORTANT DATES FOR THE 2022 ANNUAL TOWN MEETING
MARCH 8, 2022

BOARD OF SELECTMEN

- November 8, 2021 First day for 25 or more registered voters to submit a petition to amend a zoning ordinance, historic district ordinance, or building code. RSA 675:4, I; RSA 40:13, VII. 120 DAYS BEFORE TOWN MEETING
- December 8, 2021 Last day for 25 or more registered voters to submit a petition to amend a zoning ordinance, historic district ordinance, or building code. RSA 675:4, I; RSA 40:13, VII. 90 DAYS BEFORE TOWN MEETING
- January 7 2022 Last day for voters to petition an article in the warrant proposing a bond or note in excess of \$100,000, to the selectmen. RSA 40:13, II-a(b)
- January 11 Last date to give public notice, which must be at least 7 days in advance, of *selectmen's* public hearing on any proposed bond or note issue in excess of \$100,000. Notice of the public hearing should be posted in at least 2 public places and published in a newspaper of local circulation. RSA 40:13, II-a(c); RSA 33:8-a. 7 DAYS BEFORE S/M HEARING
- January 11 Last date for voters to submit petitioned warrant articles to the selectmen. RSA 40:13, II-a(b); RSA 39:3. 2ND TUES IN JANUARY
- January 11 Last date to give public notice, which must be at least 7 days in advance, of the selectmen's public hearing on the budget. All purposes and amounts of appropriations to be included in the budget and special warrant articles must be disclosed or discussed at the final hearing, even a proposed bond or note large enough to require a separate public hearing (see next entry). RSA 40:13, II-a(c); RSA 32:5, I.
- January 11 Last date to finalize collective bargaining agreement cost items. RSA 40:13, II-a(b)
- January 18 Last date for *selectmen* to hold a public hearing on any proposed bond or note issue in excess of \$100,000 (see appropriate entry for January 11 for notice of this hearing). RSA 40:13, II-a(c); RSA 33:8-a. NOT LATER THAN THIRD TUESDAY IN JANUARY

- January 18 Last date for the selectmen to hold the final public hearing on the proposed budget and special warrant articles. RSA 40:13, II-a(c); RSA 32:5, I (see appropriate entry for January 11 for notice of this hearing). NOT LATER THAN THIRD TUESDAY IN JANUARY
- January 31 Although the "Senate Bill 2" law is not clear, by this date official copies of the final proposal to adopt or amend a zoning ordinance, building code or historic district ordinance should be placed on file with the town clerk and made available to the public (January 31 is the deadline for posting the warrant, which must include these items). RSA 40:13, II-a(d); See also, RSA 675:3, V. ON OR BEFORE LAST MONDAY IN JANUARY
- January 31 Last date for selectmen to post the warrant with a certified copy of the budget at the place of the meeting and at least one other place in town; copies must also be available to the public. RSA 40:13, II-a(d); RSA 39:5; RSA 32:5, VII. ON OR BEFORE LAST MONDAY IN JANUARY
- February 5-
February 12 The first session of the annual meeting must be held between these two Saturdays, inclusive of those two days, at a time chosen by the selectmen. RSA 40:13, III. BETWEEN FIRST AND SECOND SATURDAY FOLLOWING THE LAST MONDAY IN JANUARY
- February 6 First day to hold a public hearing on a question of establishing a special revenue fund. Notice is required 7 days on advance, in 2 public places and published in a newspaper of local circulation. RSA 31:95-d.
- February 21 Last day to hold a public hearing on a question of establishing a special revenue fund. Notice is required 7 days on advance, in 2 public places and published in a newspaper of local circulation. RSA 31:95-d.
- March 1 Last day to make annual report available to the legislative body; the final budget and ballot questions must be printed in the annual report. RSA 40:13,II. AT LEAST ONE WEEK BEFORE MEETING
- March 8 The date of the second session. Town officers shall be elected by official ballot. Also, all warrant articles, as they may have been amended at the first session, and questions required by law to be inserted on the official ballot (zoning amendments, for example) shall be voted on by official ballot. RSA 40:13, VII. SECOND TUESDAY IN MARCH

PLANNING BOARD

- January 6, Last date to give notice of the planning board's first public hearing on proposals to adopt or amend a zoning ordinance, building code or historic district ordinance, *in order to leave enough time to hold a second public hearing if needed*. Notice must be posted in at least 2 public places and published in a newspaper of local circulation. In lieu of publication in a paper of general circulation, notice may be posted on the municipality's Internet website, if such exists. RSA 40:13, II-a(c); RSA 675:3, IV, V; RSA 675:7, I (a); RSA 675:7, I (b). **AT LEAST 10 DAYS BEFORE HEARING, NOT INCLUDING DAY POSTED OR HEARING DAY**
- January 17
2022 Last date for the planning board to hold the first public hearing on proposals to adopt or amend a zoning ordinance, building code or historic district ordinance, *in order to leave enough time to hold a second public hearing on January 31 if needed*. **NOTE:** If a second public hearing is needed, notice of it must be posted, and published in a local newspaper, by January 7 (see below). RSA 40:13, II-a(c) RSA 675:3, IV, V; RSA 675:7, I. **1ST MEETING MUST BE AT LEAST 14 DAYS BEFORE 2ND MEETING**
- January 20 Last date to give notice for the planning board's final public hearing on proposals to adopt or amend a zoning ordinance, building code or historic district ordinance. Notice must be posted in at least 2 public places and published in a newspaper of local circulation. In lieu of publication in a paper of general circulation, notice may be posted on the municipality's Internet website, if such exists. RSA 40:13, II-a(c); RSA 675:3, II, V; RSA 675:7, I (a); RSA 675:7, I (b). **AT LEAST 10 DAYS BEFORE HEARING NOT INCLUDING THE DAY POSTED OR OF MEETING**
- January 31 Last date for planning board to hold the final public hearing on proposals to adopt or amend a zoning ordinance, building code or historic district ordinance. After the final public hearing the planning board shall vote to determine the final form of the proposal. RSA 40:13, II-a(d); RSA 675:3, III, V. **ON OR BEFORE LAST MONDAY IN JANUARY**

BUDGET COMMITTEE

- January 11 Last date to give public notice, which must be at least 7 days in advance, of the budget committee's public hearing on the budget. All purposes and amounts of appropriations to be included in the budget and special warrant articles must be disclosed or discussed at the final hearing, even a proposed bond or note large enough to require a *separate* public hearing before the selectmen (see section on Selectmen). Notice of the public hearing should be posted in at least 2 public places and published in a newspaper of local circulation, although the type of notice required is not spelled out in the law. RSA 40:13, II-a(c); RSA 32:5, I. 7 DAYS IN ADVANCE OF PUBLIC HEARING, DON'T COUNT DAY POSTED, COUNT DAY OF HEARING
- January 18 Last date for the budget committee to hold the final public hearing on the proposed budget and special warrant articles. RSA 40:13, II-a(c); RSA 32:5, I. ON OR BEFORE 3RD TUESDAY IN JANUARY
- January 27 Last day for the budget committee to deliver copies of the final budget and recommendations to the governing body pursuant to RSA 32:16, IV. RSA 40:13, II-a(c), RSA 32:16, IV.

SUPERVISORS OF THE CHECKLIST

- January 11 If the first session of your town meeting falls between February 5 and February 8, both days inclusive, this is the last day to post copies of the current checklist at the town clerk's office or the town hall. Notice of the day, hour and place of the supervisor's upcoming session to correct the checklist (which will be on January 29 if your meeting is between February 5 and February 11 and on February 5 if your meeting is on February 12) shall be included on the posted checklist. RSA 669:5; RSA 654:26; RSA 654:27. NO LATER THAN 4TH TUESDAY BEFORE ELECTION
- January 11 In towns with the non-partisan ballot for election of town officials, this is the last day to publish newspaper notice of the day, hour and place of the supervisor's session on January 18 (the day before the candidate filing period begins) to correct the checklist. RSA 669:5; RSA 669:19; RSA 654:27. AT LEAST 7 DAYS PRIOR TO SESSION

- January 18 If the first session of your town meeting falls between February 9 and February 12, both days inclusive, this is the last day to post copies of the current checklist at the town clerk's office or the town hall. Notice of the day, hour and place of the supervisor's upcoming session to correct the checklist (which will be on January 29 if your meeting is between February 5 and February 11, and on February 5 if your meeting is on February 12) shall be included on the posted checklist. RSA 669:5; RSA 654:26; RSA 654:27. NO LATER THAN 4TH TUESDAY BEFORE ELECTION
- January 18 Supervisors hold session to correct the checklist from 7 p.m. to 7:30 p.m. because this is the day before the filing period for candidates for elected town offices under the non-partisan ballot system. RSA 669:5; RSA 669:19.
- January 21 The additions and corrections to the checklist from the January 18 supervisors session must be made to the previously posted checklist, or a new checklist must be posted, by midnight tonight. RSA 654:28. CHANGES MADE ON OR BEFORE MIDNIGHT OF FRIDAY AFTER THE SESSION
- January 29 If your meeting is between February 5 and February 11, this is the date the supervisors meet to correct the checklist. At a minimum, the supervisors must meet for half an hour between 11 a.m. and 11:30 a.m. RSA 669:5; RSA 654:27, RSA 654:28. SATURDAY WHICH IS 6-13 DAYS PRIOR TO MEETING
- February 4 If your supervisors met on January 29, additions and corrections to the checklist must be made to the previously posted checklist, or a new checklist must be posted, by midnight tonight. RSA 654:28. FOLLOWING FRIDAY
- February 5 If your meeting is February 12, this is the date the supervisors meet to correct the checklist. At a minimum, the supervisors must meet for half an hour between 11 a.m. and 11:30 a.m. RSA 669:5; RSA 654:27, RSA 654:28. SATURDAY WHICH IS 6-13 DAYS PRIOR TO MEETING
- February 8 Last day to post copies of the current checklist at the town clerk's office or the town hall. Notice of the day, hour and place of the supervisor's session on February 26 to correct the checklist shall be included on the posted checklist. RSA 669:5; RSA 654:26; RSA 654:27. NOT LATER THAN 4TH TUESDAY BEFORE THE ELECTION

- February 11 If your supervisors met on February 5, additions and corrections to the checklist must be made to the previously posted checklist, or a new checklist must be posted, by midnight tonight. RSA 654:28. FOLLOWING FRIDAY
- February 19 Last day to publish newspaper notice of the day, hour and place of the supervisor's session on February 26 to correct the checklist for the town election - second session. RSA 669:5; RSA 654:26; RSA 654:27. AT LEAST 7 DAYS PRIOR TO SESSION
- February 26 Supervisors meet to correct the checklist for the town election/second session of the annual meeting. At a minimum, the supervisors must meet for half an hour between 11 a.m. and 11:30 a.m. RSA 669:5; RSA 654:27; RSA 654:28. SATURDAY WHICH IS 6-13 DAYS PRIOR TO ELECTION
- March 4 Additions and corrections to the checklist must be made to the previously posted checklist, or a new checklist must be posted, by midnight tonight. RSA 654:28. FOLLOWING FRIDAY

TOWN CLERK

- January 19 Filing period begins for candidates for elected town offices under the non-partisan ballot system. RSA 669:19. 7TH WEDNESDAY BEFORE TOWN ELECTION
- January 28 Last day for candidates to file for elected town offices under the non-partisan system. RSA 669:19. THE FRIDAY OF THE WEEK FOLLOWING START OF FILING PERIOD

MISCELLANEOUS

- January 11 "Budget Submission Date" for calculating certain deadlines affecting collective bargaining with public employees. RSA 40:13, II-b; RSA 273-A:1, III. ON OR BEFORE THE SECOND TUESDAY IN JANUARY

ROCKINGHAM COUNTY
 LISTING OF POTENTIAL AMERICAN RESCUE PLAN ACT ("ARPA") PROJECTS
 Final listing of planned projects due to US Treasury 08/31/21
 Interim reporting through 07/31/21 filed with US Treasury 08/31/21

	Total Federal Award	Proposed Project
Rockingham County's allocation of State & Local Fiscal Recovery Funds (SLFRF):	\$ 60,168,997.00	Total
1. Public Health		
1.1 COVID-19 Vaccination		
1.1.B. Subcontract out for mobile vaccination units?	\$	50,000.00
Purpose: To promote vaccinations in Rockingham County communities, including onsite periodic mobile vaccination clinics at the County Complex		
1.2 COVID-19 Testing		
Purpose: To cover COVID-19 testing costs when all other sources of Federal/State funding lapses. Costs include third party lab, testing supplies, and internal labor (test takers, intake)		
1.4 Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)*		
1.4.A. Partial funding of new building to house Deeds, RCAO, RCSO & Community Corrections	\$	25,000,000.00
Narrative: Requesting use of funding to cover all HVAC and water infrastructure costs associated with the building, and for 100% of the space allocation costs for RCAO and RCSO, and part of Deeds. (Note: DOC Community Corrections section will be part of Sections 1.10 & 1.11; Mental Health Services, Substance Abuse Services and totals \$8M)		
1.4.B. Funding of HVAC improvements to Driscoll, Underhill, Mitchell, Carlisle, DOC/RCSO, HR and E&MS buildings	\$	3,936,200.00
Narrative: Requesting use of funding to cover all HVAC improvements to Driscoll, Underhill, Mitchell, Carlisle, DOC/RCSO, HR and E&MS buildings to mitigate the spread of COVID-19		
1.8 Other COVID-19 Public Health Expenses (Including Communications, Enforcement, Isolation/Quarantine)		
1.8.A. Funding of RCSO Dispatch Center Communications Project	\$	600,000.00
Narrative: Funding for new Dispatch Center communications system; current IMC system is aged and support will soon be discontinued. Cost estimate is partially based on Grafton County's assessment/projection. The new system will be SaaS/cloud-based. The County provides dispatch for 25 municipal police departments and 18 fire departments, and these numbers are expected to increase in future years.		
1.8.B. Funding of RCSO Dispatch Item - New/Additional Communications Antenna	\$	220,000.00
Narrative: Additional antenna is needed to provide adequate coverage for western Rockingham County		
1.9 Payroll Costs for Public Health, Safety and Other Public Sector Staff Responding to COVID-19		
1.9. Funding to handle backload of RCAO cases; increased extradition costs	\$	800,000.00
1.10 Mental Health Services		
1.10. Funding for 25% of Community Corrections new building cost; inception of 90-day program	\$	2,000,000.00
1.11 Substance Use Services		
1.11. Funding for 75% of Community Corrections new building cost; inception of 90-day program	\$	6,000,000.00
Total Public Health		\$ 39,106,200.00

ROCKINGHAM COUNTY

LISTING OF POTENTIAL AMERICAN RESCUE PLAN ACT ("ARPA") PROJECTS

Final listing of planned projects due to US Treasury 08/31/21

Interim reporting through 07/31/21 filed with US Treasury 08/31/21

	Total Federal Award \$	Proposed Project Total
Rockingham County's allocation of State & Local Fiscal Recovery Funds (SLFRF):	60,168,997.00	
2. Negative Economic Impacts		
2.7 Job Training Assistance (e.g. Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.7.A. LPN program - day and evening program		\$ 658,000.00
Purpose: To promote/encourage LNA's to become LPN's and stay on with RCRNC; \$23,500 per attendee; estimating 6 or 8 per year		
2.7.B. Medication Nursing Assistant (MNA) program		\$ 29,600.00
Purpose: To promote/encourage LNA's to become MNA's and stay on with RCRNC		
2.7.C. Licensed Nursing Assistant (LNA) program		\$ 100,000.00
Purpose: To promote/attract individuals to become LNA's and stay on with RCRNC		
2.7.D. Scholarship program - countywide		\$ 180,000.00
Purpose: To promote/attract individuals to work and stay with Rockingham County; must be for an approved field of study corresponding to current position; \$3,000 max with 15 awarded per year		
2.7.E. Non-Nursing Scholarship program		\$ 50,000.00
Purpose: To promote/attract non-Nursing individuals to become join and stay on with RCRNC and further their education		
2.7.F. Student Loan Assistance Program - LPN/RN/Asst. County Attorneys/Other		\$ 384,000.00
Purpose: To promote/attract/retain RC personnel		
2.7.G. Nursing Leadership Education Courses		\$ 40,000.00
Purpose: To support "champions" of wounds, medications, falls, etc.		
2.7.H. New Hire Incentives - Nursing Department		\$ 350,000.00
Purpose: To promote/attract individuals in key Nursing positions, such as LNA, MNA, LPN, RN		
2.7.I. New Hire Incentives - non-Nursing critical positions		\$ 460,000.00
Purpose: To promote/attract individuals in key positions, such as Correctional Officer, Dispatcher, ACA, Housekeeper		
2.7.J. Referral Incentives - Nursing positions		\$ 150,000.00
Purpose: To promote/attract individuals in key Nursing positions, such as LNA, MNA, LPN, RN		
2.7.K. Referral Incentives - critical non-Nursing positions		\$ 270,000.00
Purpose: To promote/attract individuals in key positions, such as Correctional Officer, Dispatcher, ACA, Housekeeper		
2.7.L. Paid Internships		\$ 58,752.00
Purpose: To promote/attract individuals in highschool or college to become RC employees		
2.10 Aid to Nonprofit Organizations		\$ 500,000.00
Purpose: To provide assistance to Nonprofit Organizations negatively impacted by COVID-19, with a preference/focus on those organizations that received little or no prior financial assistance from other Federal/State aid packages		
2.11 Aid to Tourism, Travel, or Hospitality		\$ 500,000.00
Purpose: To provide assistance to local businesses involved in Tourism, Travel or Hospitality negatively impacted by COVID-19, with a preference/focus on those organizations that received little or no prior financial assistance from other Federal/State aid packages. This category includes Restaurants, Theme Parks, and Entertainment/Event venues.		
Total Negative Economic Impacts		\$ 3,730,352.00

ROCKINGHAM COUNTY
 LISTING OF POTENTIAL AMERICAN RESCUE PLAN ACT ("ARPA") PROJECTS
 Final listing of planned projects due to US Treasury 08/31/21
 Interim reporting through 07/31/21 filed with US Treasury 08/31/21

	<u>Total Federal Award</u>	<u>Proposed Project</u>
Rockingham County's allocation of State & Local Fiscal Recovery Funds (SLFRF):	\$ 60,168,997.00	Total
3. Services to Disproportionately Impacted Communities		\$ 2,226,845.00
Purpose: To provide assistance to Disproportionately Impacted Communities by providing subgrants/subawards to existing nonprofit partners (e.g. Isaiah 58) or other local non-profits that operate in Rockingham County		
4. Premium Pay		
4.1.A Premium Pay Stipends		\$ 2,298,400.00
Weekly stipends for critical staffing positions such as those in the Nursing Department and Corrections Officers		
4.1.B Retention Appreciation Stipends		\$ 907,200.00
Semiannual stipends for all employees who are not in critical staffing positions		
5. Infrastructure		
Various water/water treatment/waste water infrastructure-related projects		\$ 2,000,000.00
County complex broadband project/improvements		\$ 250,000.00
6. Revenue Replacement		\$ 9,500,000.00
Lost Revenue calculations - can fund a wide variety of projects/items		
7. Administrative		\$ 150,000.00
Rough estimate for administrative expenses, evaluation and data analysis		
Total of all proposed Projects:		\$ 60,168,997.00

**Rockingham County (New Hampshire)
Recovery Plan**

**State and Local Fiscal Recovery
Funds**

2021 Report

**Rockingham County (New Hampshire)
2021 Recovery Plan**

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GENERAL OVERVIEW

Executive Summary

Rockingham County, New Hampshire (“the County”) has been awarded approximately \$60.2 million from the State and Local Fiscal Recovery Fund (“SLFRF”) under the American Rescue Plan Act (“ARPA”). In May 2021, the County received \$30.1 million, representing one half of its total allotment of SLFRF monies. The funds received are being treated as federal grant funds and therefore recorded as part of the County’s Contingent Grant Special Revenue Fund, outside of the General Fund.

The County set up an “ARPA” committee, comprised of State Representative Patrick Abrami, County Commissioner Brian Chirichiello, Human Resources Director Alison Kivikoski and Finance Director Charles Nickerson. This committee spent two months conducting discussions with Division Directors and Elected Officials regarding potential projects that could be funded by the distributions from the SLFRF.

Based upon these discussions and current Treasury guidelines, a framework of eligible projects was composed, including the following items:

- \$25 million for construction of a new building to house the County Attorney’s Office, Registry of Deeds, Sheriff’s Office, and Delegation Office, which will alleviate overcrowded working conditions and poor HVAC systems at the State-owned courthouse building and provide a proper worksite for County public safety operations.
- \$8 million for construction and operation of a Community Corrections facility, which will be run by the Department of Corrections and provide mental health and substance use services with a 90-day in-house program.
- \$8 million for construction of a solar array on County property that will generate enough megawatts to cover 100% of the County complex’s electricity needs. This project would be funded from monies available from the Revenue Replacement expense category established by the U.S. Treasury.
- \$3.9 million for Countywide HVAC infrastructure projects to mitigate the occurrence and spread of COVID-19, notably in Long Term Care Services and the Department of Corrections.
- \$3.2 million for premium pay to essential County employees
- \$2.7 million for Job Training Assistance, including support for LNA, MNA and LPN training programs, employee scholarship programs, Nursing leadership education courses, and new hire/referral incentives for critical County positions (notably Nursing Department vacancies and Correctional Officers).
- \$2.2 million for services to disproportionately impacted communities
- \$2 million for water-related infrastructure projects
- \$1 million to provide assistance to nonprofit organizations and local businesses involved in tourism, travel or hospitality that were negatively impacted by COVID-19.

The Board of County Commissioners will ultimately determine the funds spent for each eligible project that has been identified and, depending on Final Rule guidance from the U.S. Treasury, the listing of projects and allocated amounts may change.

Uses of Funds

Rockingham County's initial listing of eligible projects covers all of the Expenditure Categories cited by the U.S. Treasury in its Compliance and Reporting guidance:

- a. Public Health (EC 1)
- b. Negative Economic Impacts (EC 2)
- c. Services to Disproportionately Impacted Communities (EC 3)
- d. Premium Pay (EC 4)
- e. Water, sewer, and broadband infrastructure (EC 5)
- f. Revenue replacement (EC 6)

Public Health

The largest project proposed to be partially funded by SLFRF monies is the construction of a new building to house the County Attorney's Office, Registry of Deeds, Sheriff's Office, and Delegation Office. The first two departments cited are in the State-owned courthouse building, which has a dilapidated HVAC system and extremely poor water/wastewater system which has led to those departments experiencing poor air quality and several septic system backups. The County Attorney's Office and Sheriff's Office Dispatch Center are also very overcrowded worksites, and in need of relocation. *(EC 1.4)*

Another major project of the County is to construct a Community Corrections facility, which will provide a 90-day treatment program with mental health and substance use services. The opioid epidemic has been an ongoing issue for Rockingham County, and there has been a sharp increase in inmates needing mental health services. *(EC 1.10 and EC 1.11)*

Rockingham County also plans to upgrade or replace HVAC equipment for several County buildings, including those for its nursing home, assisted living facility and Department of Corrections. This should help to mitigate the occurrence and spread of COVID-19 in the workplace and congregate settings. *(EC 1.4)*

The Sheriff's Office has two communications projects: one is to replace and improve their Dispatch Center communications system, and the other is to install an antenna that will provide adequate signal coverage for the western part of Rockingham County. *(EC 1.8)*

Rockingham County is also supporting a project to cover COVID-19 testing for Long Term Care staff and residents, as other sources of State and Federal funding are set to expire at the end of the 2021 calendar year. It is also setting aside a small amount of funds for mobile vaccination units, in case Federal passthrough monies to the State assigned for this purpose lapse. *(EC 1.1 and EC 1.2)*

Negative Economic Impacts

Rockingham County is setting aside funds to provide assistance to nonprofit organizations and local businesses involved in tourism, travel or hospitality that were negatively impacted by COVID-19, with a preference/focus on those organizations and businesses that received little or no prior financial assistance from prior COVID-19-related aid programs, such as Paycheck Protection Program (PPP) loans. *(EC 2.10 and EC 2.11)*

The County intends to provide support for LNA, MNA and LPN training programs, employee scholarship programs, Nursing leadership education courses, and new hire/referral incentives for critical County positions (notably Nursing Department vacancies and Correctional Officers). There is a great shortage of direct care Nursing staff and Correctional Officers being experienced by Rockingham County and counties across the country. Hopefully, some of these programs and incentives will attract and retain employees in these key positions, and also provide jobs to some individuals who are currently unemployed. (EC 2.7)

Services to Disproportionately Impacted Communities (EC 3)

The County is looking to support services to disproportionately impacted communities by providing subawards to area nonprofit organizations to enhance the services that they are already providing to minority communities and/or lower income households. Depending upon the services being provided, these subawards could cover several subcategories under EC 3.

Rockingham County is also providing services to disproportionately impacted communities by running its own Emergency Rental Assistance Program, which is funded from federal recovery funds under the Continuing Appropriations Act of 2021 and the American Rescue Plan Act. This program has assisted many minority groups and lower income households, and the number of requests and program inquiries has increased sharply over recent weeks.

Premium Pay (EC 4)

Rockingham County intends to utilize some of its fiscal recovery funds for various premium pay programs in an effort to attract and retain essential workers, with higher amounts for critical staffing positions such as those in the Nursing Department and Correctional Officers.

Water, sewer, and broadband infrastructure (EC 5)

Some of the County's water/wastewater infrastructure is in need of repairs and/or replacements. One project would be to replace water pipes that run under North Road, the major thoroughfare that runs through the County complex. Other funds would be dedicated for individual water-related projects that have not been fully analyzed yet. The County would also like to do a localized complex broadband project, which would result in high-speed internet access for each resident room in the nursing home and assisted living facility.

Revenue replacement (EC 6)

The County is still formulating projects for use of funds under this category, which may change depending upon the yearly lost revenue calculations under SLFRF. One possible major capital project under EC 6 may be installation of a 4.4 megawatt solar array on County property. A solar project of this magnitude would cover all of the complex's electricity needs, generate renewable energy credits, help reduce future budgetary impacts to County taxpayers, and have a positive environmental impact.

While there is a preliminary plan on how to allot the \$60.2 million award under the SLFRF amongst the approved Expense Categories, details of several projects are still a work in progress, pending Final Rule guidance from the U.S. Treasury and ultimate individual expenditure approval by the Board of County Commissioners.

Promoting equitable outcomes

Rockingham County is looking to equitably distribute assistance to *local* small nonprofits and businesses negatively impacted by the coronavirus pandemic by placing a focus on distributing funds to those organizations that received little or no assistance from previous COVID-19 aid programs, such as the Payroll Protection Program. Through review of a detailed application process, it will be determined which entities should receive financial assistance.

The County will also have a detailed application process for area nonprofit organizations to apply for subawards to enhance their efforts in providing services to communities disproportionately affected by the coronavirus pandemic. Preference will be given to those nonprofits that provide vital assistance to the most vulnerable communities in Rockingham County. Through subrecipient monitoring, metrics and various data points will be collected to determine how services are being distributed to minority groups and low income households. As part of individual subrecipient agreements, nonprofit agencies will agree to collect such data and provide it to the County in a timely manner.

To promote awareness of Rockingham County programs and services funded by the SLFRF, the County will take the following steps:

1. Publish details of the SLFRF projects, programs and services on the County website
2. Communicate directly to the 36 towns in the County details of programs and services available to residents and businesses
3. Make posts to the County's Facebook page and Twitter account to inform the general public of SLFRF-funded programs and services
4. Periodically place notices in local newspapers regarding availability of programs and services
5. Reach out directly to area nonprofit organizations to inform them of programs and services funded by the SLFRF

Community Engagement

The County's ARPA Committee met with and received feedback from Division Directors and Elected Officials for potential projects that could be funded with SLFRF monies. A few nonprofit organizations have also reached out to inquire if Rockingham County would be issuing subawards so that they could enhance/increase services that they were already providing in the community, which would benefit those disproportionately impacted by the coronavirus pandemic.

Labor Practices

No infrastructure projects under Expenditure Category 5 have been approved yet by the County Commissioners, though some of the funds awarded to the County under the SLFRF have been allocated to water/wastewater capital projects. If infrastructure projects are approved in the future, reporting on workforce practices will be included in future compliance reports to the U.S. Treasury.

Use of Evidence

The preliminary listing of projects does include some that would include SLFRF funds being used for evidence-based interventions or rigorous program evaluations that are designed to build evidence. However, until the Commissioners approve finalization of these specific projects or applicable assistance awards (e.g. to nonprofit agencies under EC 2.10), or subrecipient agreements are made with nonprofit organizations as part of EC 3, the amount of SLFRF funds specifically dedicated for evidentiary purposes will not be known. When these specific amounts are determined, they will be part of future compliance reporting to the U.S. Treasury.

Table of Expenses by Expenditure Category

Note: Rockingham County did not have any SLFRF funds expended through July 31, 2021. The Category rows represented below are indicative of the potential subcategories based upon the preliminary projects listing composed by the ARPA committee.

	Category	Cumulative expenditures to date (\$)	Amount spent since last Recovery Plan
1	Expenditure Category: Public Health		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		
1.10	Mental Health Services		
1.11	Substance Use Services		
2	Expenditure Category: Negative Economic Impacts		
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.10	Aid to nonprofit organizations		
2.11	Aid to Tourism, Travel, or Hospitality		
2.14	Rehiring Public Sector Staff		
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning		

	Category	Cumulative expenditures to date (\$)	Amount spent since last Recovery Plan
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care		
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9.	Healthy Childhood Environments: Other		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees		
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		
5.10	Drinking water: Treatment		
5.11	Drinking water: Transmission & distribution		
5.12	Drinking water: Transmission & distribution: lead remediation		
5.13	Drinking water: Source		
5.14	Drinking water: Storage		
5.15	Drinking water: Other water infrastructure		
5.17	Broadband: Other projects		
6	Expenditure Category: Revenue Replacement		
6.1	Provision of Government Services		

Category		Cumulative expenditures to date (\$)	Amount spent since last Recovery Plan
7	Administrative and Other		
7.1	Administrative Expenses		
7.2	Evaluation and data analysis		

Project Inventory

While the ARPA committee did compose a preliminary listing of SLFRF eligible projects with allotted amounts (which were in part disclosed under the Executive Summary and Use of Funds sections), the County Commissioners have not yet approved individual projects aside from partial use of funds set aside to assist local businesses

Example Project

Project 2.11.A: Local Business Gift Card Purchase Program

Funding amount: \$5,000

Project Expenditure Category: 2.11, Aid to Tourism, Travel, or Hospitality

Project overview

- Gift cards are purchased by the County from local business in the tourism, travel or hospitality industries.
- The gift cards are then distributed to County essential workers that were nominated by their supervisors and have shown exceptional performance during the coronavirus pandemic. Individual employees are only eligible to be awarded one gift card.
- Purchase of the gift cards help to support local businesses, with an added goal of increasing employee morale and retention.

Performance Report

The County Commissioners have not yet approved individual projects aside from Local Business Gift Card Purchase Program cited above. There were no expenses or activity regarding this particular project through July 31, 2021. As projects are approved and funds expended, future reports will provide key performance indicators for projects in the Expenditure Categories that have these mandatory performance indicators.



780 N. Commercial Street
P.O. Box 330
Manchester, NH 03105-0330

Town Clerk's Office

NOV 11 2021

Received

Erik Newman
Senior Counsel

603-634-2459
Erik.newman@eversource.com

November 8, 2021

Andrea Kohler, Town Clerk
Town of Exeter
10 Front Street
Exeter, NH

**Re: NH DOE CR 2021-011 Petition for License to Construct and Maintain Electric Lines
Over and Across State Lands in Exeter and Brentwood, New Hampshire**

Dear Clerk Kohler:

At the direction of the New Hampshire Department of Energy ("NHDOE"), we are herewith providing you with a copy of NHDOE License No. CR2021-011 issued in the above referenced proceeding.

If you have any questions you may contact me at (603) 634-2459.

Very truly yours,

A handwritten signature in black ink, appearing to read "Erik", written in a cursive style.

Erik Newman
Senior Counsel

EN/mlp
Enclosure

NOV 11 2021

Received

STATE OF NEW HAMPSHIRE DEPARTMENT OF ENERGY

**CR 2021-011
(formerly PUC DE 21-122)**

**PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE
D/B/A EVERSOURCE ENERGY**

LICENSE NO. CR 2021-011

November 5, 2021

**License to Construct and Maintain Electric Lines
Over and Across State Lands in Exeter and Brentwood**

This license is granted to Public Service Company of New Hampshire d/b/a Eversource Energy (Eversource) to reconstruct and maintain its H141 Line, an existing electric transmission line that extends over and across lands owned by the State of New Hampshire in Exeter and Brentwood. These crossings were not previously licensed.

I. BACKGROUND

On June 17, 2021, Eversource filed a petition with the New Hampshire Public Utilities Commission (Commission) pursuant to RSA 371:17, requesting a license to modify, construct, and maintain its H141 Line, a 115 kV electric transmission line, over and across State lands in Exeter and Brentwood. On September 7, 2021, the Commission transferred the petition to the New Hampshire Department of Energy (Department). On September 10, 2021, the Department's Enforcement Division Safety Bureau Staff filed a recommendation that the petition be approved and a license granted, based on the petition filings, applicable statutes, rules, NESC requirements, and land ownership, as well as public need, safety, and impact. The petition and subsequent docket filings are posted to the Department's website at [Utility Crossings Over State Lands and Public Waters | NH Department of Energy](#).

II. SUMMARY OF LICENSE

A. Crossing Location and Construction

This license pertains to the segment of Eversource's H141 Line that extends over and across land owned by the New Hampshire Department of Transportation (NHDOT) in Exeter, and land owned by the New Hampshire Department of Fish and Game (NH Fish & Game) in Brentwood. The H141 Line crosses State land in Exeter from Structure 175 to Structure 177 within a utility right of way between Epping Road and NH Route 101W/101E, and in Brentwood between Structures 181 and 189 within a utility right-of-way, from the east side of Pine Road west to Deer Hill Road. The license authorizes the replacement of original wood Structures 175 through 177, 182 through 184, and 186 through 188 with weathered steel structures. Three existing conductors, one static wire, and one optical ground wire (OPGW) will be transferred to the new replacement structures under this license.

B. Regulatory Requirements

Eversource will obtain a New Hampshire Department of Environmental Services (NHDES) wetland Statutory Permit by Notification prior to the commencement of this project, and is responsible for obtaining any and all other federal, state, or local permits required by authorities having jurisdiction for the construction and installation of the proposed crossing.

C. Property Rights

Based on the petition, abutters to the State lands in Exeter and Brentwood will not be affected by the proposed project, because the structure replacement work will occur within existing right-of-way easements and safe clearances to ground will be maintained.

D. Service to the Public and the Effect on Public Rights

The petition states that the existing crossing was constructed, operated, and maintained to meet the reasonable requirements of service to the public. Eversource affirmed

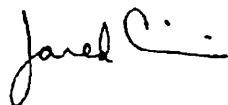
that the proposed modifications will continue to meet that public need, and will not substantially affect the public's use and enjoyment of the State lands in Exeter or Brentwood. The line modifications are designed and will be constructed and maintained in accordance with the 2012 National Electrical Safety Code (NESC).

III. DEPARTMENT DECISION

Eversource is authorized, pursuant to RSA 371:17, *et seq.*, to construct, install, operate, and maintain electric lines over and across State lands in Exeter and Brentwood, as described in its petition and depicted in its filings and as specified in the Safety Bureau's recommendation. Based on the factual representations set forth in the petition and the recommendation, the Department finds that the requested crossing amendments are necessary to meet the reasonable requirements of reliable service to the public, as required by RSA 371:17, and that the requested license may be exercised without substantially affecting public rights in the subject land at the crossing locations in Exeter and Brentwood, as required for approval under RSA 371:20. Therefore, the petition is approved.

We require copies of this license to be provided to the Town Clerks of Exeter and Brentwood by first class mail no later than November 10, 2021, with a signed affidavit of compliance filed with the Department no later than 10 days after the issuance of the license.

By order of the New Hampshire Department of Energy this 5th day of November, 2021.



Jared S. Chicoine
Commissioner



Russ Dean <rdean@exeternh.gov>

Exeter Police Stakeholders Committee - Update

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

Wed, Nov 10, 2021 at 12:28 PM

Hi Russ,

Please include in the packet. The Board May wish to vote to dissolve the committee.

Thanks,

Niko

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

From: **Anne Surman** <annesurman3@gmail.com>
Date: Mon, Nov 8, 2021 at 11:38 AM
Subject: Exeter Police Stakeholders Committee - Update
To: Niko Papakonstantis <npapakonstantis@exeternh.gov>
CC: Stephan Poulin <spoulin@exeternh.gov>

Dear Chair Papakonstantis,

Since our presentation to the Select Board in May 2021, the Exeter Police Stakeholders Committee had not met. The Committee had an intense, twice monthly meeting schedule, beginning last December 2020, with a mission. We had excellent attendance at those meetings. As you may recall the committee created and delivered a very successful survey to the public to gather input on the overall performance of the Exeter Police Department. The survey was overwhelmingly positive. In our meetings, we investigated topics ranging from the mental health crisis in our nation and as experienced here in Exeter, to the challenge of hiring new officers, to a day in the life of a dispatcher, etc. We accomplished the mission assigned to us and beyond.

The Chief and I recently reached out to the committee members in an effort to regroup and see how we would like to proceed. We posted the meeting and I reached out to the committee members well in advance to get a headcount.

Unfortunately, only 4 members showed up for the meeting on November 2, 2021. We had a full agenda, but since we did not have a quorum an official meeting was not held. The Chief and I and those in attendance agreed that we should transition into an informal community meeting setting: such as coffee with the chief etc. neighborhood concerns, ad hoc issues, etc. This group would meet as needed and these will be open to the public and announced via social media. Informal is the key: it would not need to have a SB rep or follow 91-a. As simply outreach to the community, the Chief and the PD can be accessed in open forums. We think this would be an appropriate follow up to the work that we did for those 6 months.

I am aware that as a Board you may need to officially dissolve this committee via vote, etc. In the end, it was formulated by the Board and the Chief, so as Chair, I leave it up to you to make the final decision. For myself, I was honored to chair the committee and I am grateful to the Board for seeing the merit in the mission and topics.

Sincerely,
Anne

-

Anne L. Surman

Exeter Police Stakeholders Committee, Chairwoman
Mobile: 603-770-2402
annesurman3@gmail.com