

Select Board Meeting
Monday, January 3rd, 2022, 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/86930016825>

To access the meeting via telephone, call +1 646 558 8656 and enter Webinar ID 869 3001 6825

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: December 20th, 2021
6. Appointments
7. Discussion/Action Items
 - a. COVID-19 Update
 - b. Swasey Parkway Discussion
 - c. FY22 Budget, Bonds & Warrant Articles
 - d. Grant Acceptance – Winter Street BMP - \$118,900
 - e. Grant Acceptance – Department of Justice Body Cameras - \$44,000
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: 12/30/21 Town Office, Town Website

Persons may request an accommodation for a disabling condition in order to attend this meeting. It is asked that such requests be made with 72 hours notice.

AGENDA SUBJECT TO CHANGE

Board Interviews

Proclamations/Recognitions



Russ Dean <rdean@exeternh.gov>

EPA Award Recognition

4 messages

Turgeon, Jason <Turgeon.Jason@epa.gov>

Tue, Dec 28, 2021 at 11:32 AM

To: "sdalton@exeternh.gov" <sdalton@exeternh.gov>

Cc: "Spinale, Mark" <Spinale.Mark@epa.gov>, "Pimpare, Justin" <Pimpare.Justin@epa.gov>, "mberube@exeternh.gov" <mberube@exeternh.gov>, "jperry@exeternh.gov" <jperry@exeternh.gov>, "Adie, John" <John.C.Adie@des.nh.gov>, "jscotton@exeternh.gov" <jscotton@exeternh.gov>, "rdean@exeternh.gov" <rdean@exeternh.gov>

Dear Mr. Dalton,

On behalf of the United States Environmental Protection Agency, I would like to congratulate the Town of Exeter WWTP on being selected as the 2021 EPA Regional Wastewater Treatment Plant Operation and Maintenance Excellence Award recipient for the state of New Hampshire!

Please see the attached letter for more information. Please let me know whether you will be able to attend the NEWEA awards luncheon by responding to this email or calling (617) 918-1637.

Best wishes,

Jason Turgeon

US EPA Region 1

Water Division / Municipal Assistance Unit

5 Post Office Square, Suite 100

Mail Code 6-2

Boston, MA 02109

(617) 918-1637

turgeon.jason@epa.gov

 **Exeter Award Letter.pdf**
599K

Russ Dean <rdean@exeternh.gov>

Tue, Dec 28, 2021 at 2:18 PM

To: "Turgeon, Jason" <Turgeon.Jason@epa.gov>

Cc: "sdalton@exeternh.gov" <sdalton@exeternh.gov>, "Spinale, Mark" <Spinale.Mark@epa.gov>, "Pimpare, Justin" <Pimpare.Justin@epa.gov>, "mberube@exeternh.gov" <mberube@exeternh.gov>, "jperry@exeternh.gov" <jperry@exeternh.gov>, "Adie, John" <John.C.Adie@des.nh.gov>, "jscotton@exeternh.gov" <jscotton@exeternh.gov>



**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Region 1
5 Post Office Square, Suite 100
BOSTON, MA 02109-3912**

December 27, 2021

Mr. Steve Dalton, Wastewater Superintendent
Town of Exeter WWTP
13 Newfields Rd
Exeter, NH 03833

Dear Mr. Dalton:

On behalf of the United States Environmental Protection Agency (EPA) Region 1 Office, I am pleased to inform you that the Town of Exeter WWTP has been selected as a recipient of the **2021 Regional Wastewater Treatment Plant Operation and Maintenance Excellence Award**. The utility was nominated by the New Hampshire Department of Environmental Services to acknowledge its commitment to protecting human health and the environment through wastewater treatment. Congratulations on this accomplishment!

A representative of the utility is cordially invited to attend the annual New England Water Environment Association (NEWEA) Awards Luncheon on Wednesday, January 26, 2022 from approximately 11:00AM - 1:00PM at the Boston Marriott Hotel/Copley Place. During the luncheon your utility will be recognized as one of the 2021 Regional EPA Award recipients. One complimentary luncheon ticket will be reserved in the utility's name. If additional tickets are necessary, they may be purchased through NEWEA. Please contact NEWEA as soon as possible at 781-939-0908.

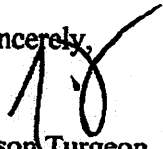
The NEWEA Registration desk will provide conference badges that will allow admittance into the Exhibit Hall on the day of the luncheon. If you are interested in attending the on-going technical sessions during the conference (January 24th-26th, 2022), you will need to register directly with NEWEA at www.newea.org.

Please note that **ALL ATTENDEES TO THE LUNCHEON AND CONFERENCE MUST BE FULLY VACCINATED**. More information may follow regarding additional health protocols. We recommend that you check the NEWEA website and/or City of Boston website shortly before the event for the most up-to-date information regarding current event protocols.

Please contact me at (617) 918-1637 or turgeon.jason@epa.gov confirming whether you will be able to attend the ceremony or should you have any questions.

Once again, EPA would like to congratulate the Town of Exeter WWTP on being selected as a 2021 Regional EPA Regional Wastewater Treatment Plant Operation and Maintenance Excellence Award recipient.

Sincerely,



Jason Turgeon
Municipal Assistance Unit
EPA Region 1

cc:

Matt Berube, Exeter Water and Sewer Manager
Jennifer Perry, Exeter Public Works Director
John Adie, New Hampshire Department of Environmental Services
Josh Scotton, Exeter Wastewater Operation Supervisor
Russ Dean, Exeter Town Manager
Mark Spinale, EPA
Justin Pimpare, EPA

Minutes

Select Board Meeting
Monday December 20, 2021
6:45 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Julie Gilman, Molly Cowan, Lovey Roundtree Oliff, Niko Papakonstantis, Town Manager Russ Dean, and Assistant Town Manager Melissa Roy were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 6:45 PM.

2. Non Public Session

MOTION: Ms. Gilman moved to enter into non public session per RSA 91A-3:2(a). Ms. Oliff seconded. In a roll call vote, the motion passed 4-0 and the Board entered non public at 6:45 PM.

The Board reconvened at 6:56 PM.

3. Board Interviews

- a. There were no interviews at this meeting.

4. Bid Award - Water/Sewer Chemicals

- a. Bid item 1, Sodium Hypochlorite 15%, is recommended to Harcros Chemicals of Nashua NH at \$1.805 per gallon
- b. Bid item 2, Activated Carbon, is recommended to George S. Coyne of Croydon PA at \$1.6972 per pound
- c. Bid item 3, Potassium Permanganate, is recommended to George S. Coyne at \$2.0150 per pound
- d. Bid Item 4, Sodium Hydroxide, is recommended to Borden and Remington of Fall River, MA at \$1.4924 per gallon

MOTION: Ms. Gilman moved to approve the four bid items as recommended by the Public Works Department. Ms. Cowan seconded. All were in favor and the motion passed 4-0.

5. Public Comment

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

6. Proclamations/Recognitions

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

7. Approval of Minutes

- a. Regular Meeting: December 6, 2021

MOTION: Ms. Cowan moved to approve the minutes of December 6, 2021 as presented. Ms. Gilman seconded. All were in favor and the motion passed 4-0.

8. Appointments

- a. There were no appointments at this meeting.

9. Discussion/Action Items

- a. Covid-19 Update

Fire Chief Erik Wilking said Covid numbers in NH continue to rise. DHHS predicts the Omicron variant will cause a marked increase in cases throughout the State. This new strain is more transmissible, but we're not yet sure if it's more or less deadly than the Delta. In Exeter, 71 residents tested positive over the last week. This number has been steady over the past three weeks. There have been 1521 cases total. There are 79 active cases in Exeter. Statewide, there have been over 1,200 new cases a day. There have been 53 deaths over the past week, 8 in Rockingham County, but he's not aware of any in Exeter. The FD has been delivering booster shots at pop up and onsite clinics, as well as to town employees. There were two clinics at LSS, and over 300 children were vaccinated. During the "booster blitz" at Stratham Coop Middle School, over 2,200 people received the booster, which was double the next highest vaccination site in NH. Plans are underway for another booster blitz mid-January at the HS.

Health Officer James Murray said we had some successful clinics, including the 5-11 year old clinic and the booster blitz. He went to the HS today for a site visit for the next booster blitz, where we're looking to do 5,000. More info will be available at covid19.nh.gov. Cases are increasing, so we recommend wearing masks indoors, getting vaccinated, and minimizing exposures. The State will be giving out the free at-home tests again to 100,000 more homes.

Ms. Gilman said the hospitals are at critical maximum use. On Thursday, there was only one ICU bed left in the area. Everyone should get vaccinated to bring this down. Mr. Papakonstantis said folks are exhausted by the pandemic but the reality is it's not going away, it's getting worse. The tools to combat it are vaccines, masks, social distancing and using common sense when gathering in public places. The State is leaving it up to local Governments to decide what's best in our communities, with public input.

Mr. Dean read a statement from Mark Whitney, a VP at Exeter Hospital.

Ms. Cowan said she would be in favor of another mask ordinance if it comes up tonight.

Don Clement of Thelma Drive said he and his wife have had the boosters, but we're still worried. Omicron is 70% of new cases and it replicates rapidly. He strongly advocates that the Board implement a mask mandate in town. Roughly 25-30% of people he sees when out are unmasked. Keene implemented a mask mandate today and Exeter should follow.

Mr. Papakonstantis asked what other towns in the area are doing. Mr. Murray said Nashua is having their conversation tomorrow night. Portsmouth hasn't started the conversation. Ms. Gilman said Lebanon has reinstated the mask mandate as well.

Ms. Oliff said we were one of the first towns to implement the mask mandate, and it proved to be beneficial. It makes it easier for business owners that the town would take the lead on it for them.

Ms. Gilman said we shouldn't call it a mask mandate, it should be referred to as a mask ordinance as before.

Ms. Cowan said she would support the ordinance requiring wearing masks only inside, since Covid doesn't seem to spread in the same way outside. Do we still have access to PPE? Chief Wilking said we have a good stock of face coverings. Masks are a mutual protection because my mask protects you. If we go down the road of an ordinance, there should be some form of enforcement beyond the educational piece. Ms. Oliff said she's not inclined to make this the responsibility of the Police. Just having the ordinance encourages those who are on the fence about masking. The town is telling them what they need to do. Mr. Papakonstantis said the Police can carry masks and hand them out rather than something punitive. Ms. Cowan said there should be places where if you don't wear a mask, you don't go in. Ms. Oliff said the Hospital requires it and there aren't fights outside the Hospital. In schools, retirement facilities, and town buildings, people should wear a mask. Mr. Papakonstantis said being able to say "per town of Exeter ordinance" gives teeth to a business's policy. Ms. Cowan said we should extend this to those who participate in Town of Exeter Rec activities. Mr. Papakonstantis said that's already being done.

Mr. Papakonstantis said we need to keep our community safe. This shouldn't be an opportunity to call people out on social media or otherwise.

MOTION: Ms. Cowan moved to put an indoor mask ordinance in place in all buildings in Exeter effective December 21, 2021 through March 21, 2022, with the understanding that we can revisit it at any time; it is the same as the previous ordinance with the exception of the outdoors. Ms. Oliff seconded. All were in favor and the motion passed 4-0.

b. Sight Easement - 66 Newfields Road

Ben Anderson, the applicant, said the Planning Board was unanimously in approval of this easement, so they and the DPW have no problem with this.

Mr. Dean said Town Counsel created an easement deed. Counsel said LCHIP will also have to sign off on this.

MOTION: Ms. Cowan moved to approve, pending LCHIP authorization, the sight easement for tax map 24-29 the Word Barn at 66 Newfields Road and authorize Mr. Dean to sign. Ms. Gilman seconded. All were in favor and the motion passed 4-0.

c. Financial Report - FY21 Third Quarter through 9/30/21

Mr. Dean discussed the finances through Sept 30, 2021. In General Fund Revenues, Property tax revenues were \$6.7M through the 3rd quarter. We have now collected the December tax billing, as of Dec 8. Motor vehicles are up from the prior year at \$2.4M, up by \$135,500. It was a good year for building permits, with an increase YOY of \$189,900, or 54% over the prior year. This includes the new PEA dormitory, Riverwoods addition, a new daycare facility, and the EHS

Cancer Center. In FEMA revenues, we received \$5,500, and we're expecting \$61,500 more in FY21. Chief Wilking said it could be around \$100,000 total. Mr. Dean said the GOFFER grant was one-time revenue in FY20, so wouldn't count in FY21. Other state grants were at \$17,400, a decrease due to one-time first responder stipend in 2020. Income from Departments was at \$779,000 due to insurance reimbursements from Primex and an increase in blue bag revenue. This doesn't include the Health Trust refund, which put it over forecast. Interest income went down due to lower interest rates during the pandemic. For town rental revenues, we're not renting 149 Kingston Road, so there was a decrease. For ARPA, we received \$801,600, and we're due to receive another \$800,000 in May 2022.

General Fund expenses were at \$14M, or 70% spent against the current budget. Expenses were at \$331,000, which is 2% higher YOY. General Government was 75% spent. The Finance group was 70% spent. Assessing was only 54% spent because of a one-time upgrade charge to VISION in the prior year, as well as the timing of MRI contract payments. Planning/Inspection/Code Enforcement was 64% spent. The Police Department was at \$2.6M or 67% spent, mostly due to position vacancies in Patrol, which was only 63% spent. There were decreases in fuel and investigations. Communications was 68% spent. The Fire Department was at \$67M or 69% spent. There was a decrease in Fire Suppression due to employee turnover, partly offset by increase in Fire Administration due to a reorg. Emergency management was 68% spent. The Health Department was 73% spent; the budget there was \$15,500 less than the prior year due to savings on the mosquito contract. Public Works was 64% spent. The DPW Administration had vacancies. Solid waste was only 53% spent, but that's mainly due to payments from the disposal contract being off-cycle. Maintenance and Town Buildings was 64% spent. Maintenance projects were curtailed in 2020 due to Covid. There was a \$24,000 increase to contracted janitorial services due to a temporary staff shortage in the department. Parks and Rec was 68% spent. Parks expenses were at \$140,000 or 63% expended. Wages, Taxes and Benefits were decreased due to two vacancies, one of which is now filled. Contract Services were increased by \$7,000. Equipment Purchases of \$3,000 and Miscellaneous Expenses of \$1,000 offset the decrease. The Library was 77% spent, at \$833,000, and expenditures were up \$148,000 over prior year. Debt Service expenses through Sept 30 were \$1.4M or 100% expended. Debt payments for library addition and renovations commenced in 2021. There was a General Fund deficit of \$3.1M vs prior year at \$2.4M. The net deficit for the 3rd quarter is typical, as there has been ¾ of expenditures but only half of the revenues have been received. The expenses are what we'd expect for the third quarter.

The Water fund had revenues of \$2.9M, or 71% collected. Revenues were down \$8,700 from the prior year. Water consumption was at \$2.4M or 70% collected, flat YOY. Water service charges were 78% collected. Water impact fees were \$6,500, vs \$25,000 in the prior year. Other Water service fees were

\$42,000, an increase of \$14,000. Water Fund receivables were \$512,000, which includes current year receivables of \$508,000. Water Fund expenses were 72% spent against a \$4M budget. Expenses have increased by \$154,000 or 6% YOY. We have paid 100% of the debt service budget in the Water area. The Water fund had a net deficit of \$40,100, vs a net income of \$322,500 in prior year. Rates were increased in July 2021 to begin covering operating expenses. Revenue streams will be slightly less than the budget.

Sewer Fund revenues were at \$4.9M, or 71% collected, flat YOY. We were 67% collected in Sewer Usage charges, which was on target. Sewer Fund receivables were \$1.07M. Current year receivables were \$1.03M and \$43,000 were from prior years. Sewer liens have been effective, and we're no longer seeing receivables drop. Payment plans have more than doubled since the prior year, with 16 active plans vs 8 last year, but some were carried over from last year. That's out of 3,400 Water/Sewer accounts. Sewer Fund expenses were at \$2.3M, a decrease of \$37,000. Admin was 79% spent, Sewer Billing was 78% spent, Sewer Collection was 53% spent, and Sewer Treatment was 67% spent. The Debt Service budget is \$4.1M for the year, but the Debt service expense for the first ¾ of the year was \$515,000, because we don't pay Wastewater Treatment plant debt until December. Capital outlay has a budget of \$215,000, with YTD expenses of \$13,500. We deferred work because of seasonal issues. For appropriations from Sewer Reserve, the Board voted to use \$65,000 to buy out the lease of the solar array used for Sewer operations. There was an increase of \$229,700. There's a proposed House Bill to fund Exeter's share of the Wastewater Plant, \$700,000-800,000.

Mr. Papakonstantis asked about updates on projects submitted to Reps Pappas and Shaheen. Mr. Dean said the money is still in the budget, but the Federal Government is working on a continued resolution, so we don't yet have it. Ms. Roy said there hasn't been an update

In the CATV fund, there are budgeted revenues of \$137,500, and we collected \$73,600 as of September 30th. Comcast pays us once a quarter but we get the Q4 payment in the next February. Expenses are budgeted at \$201,800, and expenses were \$113,000, or 56% expended. We're looking for ways to cut back in that fund, and will come back with recommendations at the end of the year. That deficit is getting better. The Rec Revolving fund was \$382,000 or 66% collected vs the prior year at \$95,000 or 14% collected. Most Rec programs were curtailed in 2020 due to the pandemic. In the EMS fund, Ambulance revenue was at \$382,700, vs \$384,500 in prior year. Expenses were budgeted at \$377,000, and were 39% expended. We look to return 95% of this revenue to the General Fund to pay for Firefighters and EMTs. Expenses were at \$148,000 or 85% expended, a 4% decrease.

Mr. Papakonstantis asked how many job openings the DPW has. Mr. Dean said he thinks they're down to 3 but he can send a list of all vacancies to the Board.

d. FY21 Encumbrances

Mr. Dean presented the encumbrance list. From the list, he said to delete Internet Services for AHA Consulting on Municode. He listed the remaining projects. The Police cruisers from McFarland Ford have not been built yet. In Water Capital Outlay, there's the sludge removal at the Surface Water Treatment Plant and other projects. On the Sewer side, there's manhole maintenance, pipe relining, pump control maintenance, and the SCADA software. Landfill monitoring is an ongoing project with the DPW. There's Education/Training money for the Health Officer, which expenditure was delayed due to tornadoes impacting Mr. Murray's college in KY. Chief Wilking said we got Mr. Murray's scores today so we should be able to process it now. Mr. Dean said for warrant articles, there's groundwater/surfacewater exploration work, Pickpocket Dam, and the Public Safety Complex alternatives analysis which is ongoing. The total of the top encumbrances is \$706,239.50. Warrant articles are another \$257,553.81.

MOTION: Ms. Gilman moved to approve the 2021 Encumbrance request for the year ending 12/31/21 in the amount of \$706,239.50 as presented by the Town Manager on Dec 20, 2021. Ms. Oliff seconded. All were in favor and the motion passed 4-0.

MOTION: Ms. Gilman moved to approve the 2021 Warrant article encumbrances of \$257,533.81 as presented by the Town Manager on Dec 20, 2021. Ms. Oliff seconded. All were in favor and the motion passed 4-0.

e. Third Reading: Speed Limit Ordinance

MOTION: Ms. Gilman moved to open the public hearing. Ms. Cowan seconded. All were in favor and the motion passed 4-0.

There was no public comment.

MOTION: Ms. Oliff moved to close the public hearing. Ms. Gilman seconded. All were in favor and the motion passed 4-0.

MOTION: Ms. Gilman moved to adopt the Exeter Town Ordinance amendment to Chapter 2 Speed Limits with the adoption date of 12/20/2021. Ms. Gilman seconded. All were in favor and the motion passed 4-0.

f. Swasey Parkway Discussion

Mr. Dean said that Jay Perkins from DPW was supposed to Zoom in, but he's not on the line. Mr. Papakonstantis said the Board received a letter from the Town of Exeter Arts and Culture Advisory Commission. That group unanimously voted to support the permanent closure of Swasey Park to vehicular traffic, because the closure has had an overwhelming positive effect on the overall quality of life in the region.

g. FY22 Budget and Warrant Articles

Bob Kelly, the Chair of the Budget Recommendations Committee, was present for the budget discussion. Mr. Dean presented a draft of the Town Warrant 2022. There is one Petition Article, regarding a Zoning Amendment, to revise the definition of "bed & breakfast." It has the requisite amount of signatures, so it will go on the warrant. The Planning Board will also have a hearing on this soon. The Webster Ave pump station, 10 Hampton Road purchase, and Westside Drive design are other warrant articles; all are contemplated as bonds. There are three Operating Budget articles. We will have three collective bargaining agreements to vote on: Police is a 4-year contract, Fire 3 years, and Public Works 3 years. There are the Engine 5 replacement, Fire SCBA lease purchase, and Police body-worn cameras, which are all lease purchases. We were able to secure \$44,000 through the DOJ to offset the cost of body-worn cameras. For the Raynes Barn Improvements, we got the \$100,000 LCHIP grant this year, so we will be able to add that to the warrant article. There's the Sewer Capacity Rehab at \$200,000, for engineering services related to the main sewer line. Pickpocket dam is at \$185,000. For Parks Improvements, the BRC recommended \$100,000 vs the initial \$50,000. There's the Highway Truck 9 replacement and the DPW hotbox. There's the Intersection Improvements plan article. The Public Works Facility garage is at \$50,000. There's an article to replace Car 3 in the FD, a 2010 Ford expedition to be replaced with a pickup. There's the Facilities Condition assessment. We're replacing DPW jeep 65. There's the Bike/Pedestrian Improvement plan at \$25,000. There are two customary articles, the Sick Leave Trust Fund at \$100,000, and the snow and ice deficit at \$50,000, as well as the appropriation to the Swasey Fund. For the Town Hall capital reserve fund, the article will be for the Arts and Culture commission to be named as agents to expend the old fund. There's one citizens petition from Andrew Elliot for improvements on Washington Street. The deadline is Jan 11 for citizens petitions.

Mr. Papakonstantis asked about the change to the Parks and Rec Capital Improvement Fund, where the Department head recommended \$50,000 but the BRC revised it to \$100,000. Mr. Dean said there is an \$116,000 balance in the fund. Mr. Kelly said Ms. Soutter discussed this change at length. With everything that the Department has gone through, she felt that 10 Hampton Road saves money on future Parks and Rec expenditures. We can give them programmatic money to do the programs they're doing. We've been flat funding different things, and it might be time to update those.

Mr. Papakonstantis asked about warrant articles be paid with ARPA funds or the General Fund balance. Mr. Dean said any project to do funding through ARPA would come to the Select Board, not Town Meeting. We've been talking about Covid-19 filtration systems for Town Offices and Town Hall, which may be an ARPA fund project. Nitrogen projects are not on the Town warrant, and could be paid through ARPA. Mr. Kelly said the BRC recommended that Pickpocket Dam be funded by ARPA. Mr. Dean said we're evaluating that project before we say it can be funded through ARPA.

10. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Gilman moved to approve a Veterans Credit for 47/8/108 in the amount of \$500 for the 2022 tax year. Ms. Cowan seconded. All were in favor and the motion passed 4-0.

MOTION: Ms. Gilman moved to approve a Veterans Credit for 47/8/108 in the amount of \$2000 for the 2022 tax year for Disability. Ms. Cowan seconded. All were in favor and the motion passed 4-0.

MOTION: Ms. Gilman moved to approve a Veteran's Credit in the amount of \$500 for 71/44 for tax year 2022. Ms. Cowan seconded. All were in favor and the motion passed 4-0.

MOTION: Ms. Gilman moved to approve an abatement for 71/44 \$1128.47 for tax year 2021. Ms. Cowan seconded. All were in favor and the motion passed 4-0.

b. Permits & Approvals

Mr. Dean discussed a request for relief of interest billed. The request comes from a citizen who bought a condo in May and believed that taxes were paid as part of the closing process. They did not receive a tax bill. There was interest of \$144.62. Mr. Dean said if the bill was sent to the prior owner, the prior owner would have been responsible for getting it to the current owner. The bill went out right around the time of the closing.

Ms. Cowan said she would feel comfortable waiving the interest if the resident has now paid the bill. Ms. Oliff said we should do something to avoid this in the future. Ms. Gilman said it's the responsibility of the buyer to find out what's outstanding. Mr. Dean said we create a tax warrant twice a year with the current owner of record listed, that's what we bill. The taxes are supposed to be picked up in the closing process. Mr. Dean said it's rare. Ms. Cowan said maybe there's a realtor education piece that should happen.

MOTION: Ms. Cowan moved to approve a waiver of the interest for 68/6/528. Ms. Gilman seconded. All were in favor and the motion passed 4-0.

Ms. Cowan described a situation in the welfare office in Exeter. There's an applicant who's in the address protection program, and the authorization form to furnish information includes authorization of the welfare officer in Exeter to contact a number of different people. We should authorize removing if necessary the language in our authorization form that furnishes information to a relative, in case the relative presents harm to this person. That lets the Welfare Officer do her job while offering protection, safety, and access to services.

Mr. Dean said that everything that's in the application is to protect the integrity of the process. We do this work with all of our applicants. It takes a lot to go through the assistance process with an individual.

Mr. Papakonstantis asked if this is town language or State language. Mr. Dean said it's a town form that's part of our welfare guidelines. The Select Board

has the ability to update it. Ms. Cowan said we should change it tonight, then ask the NH Welfare Department if there's better language to use.

Mr. Dean said all welfare files are confidential. By striking that out, how do you control outside sources of funding? Ms. Cowan said this would only be struck out in cases where there was a demonstrated need for this protection. We don't want to deny someone services or put the Welfare Officer in charge of having to make those calls.

MOTION: Ms. Cowan moved to approve the ability, in a small limited circumstance where the address protection program is implemented, to strike the "relative" portion from the Town of Exeter's welfare application. Mr. Papakonstantis seconded. All were in favor and the motion passed 4-0.

c. Town Manager's Report

- i. We're continuing to work on Omniballot, an electronic system to help disabled voters vote. We hope to move that purchase forward and have it ready for 2022.
- ii. There's ongoing work at Town Hall.
- iii. The Town Offices are closed on Friday for the holiday and Monday for employee appreciation. They're also closed Dec 31st for New Year's Eve.
- iv. Christmas tree pickup is the first week of January.
- v. Ms. Gilman thanked the town for sending \$10 gift cards to town volunteers. Mr. Papakonstantis thanked Pam McElroy who came up with the idea.

d. Select Board Committee Reports

- i. Ms. Gilman said the Heritage Commission conducted a public hearing after a subcommittee demo review of 43 Front Street, the former Baptist Church. They want to demolish part of the roof, which the HC determined wouldn't be that big a change. They heard from the same project at the HDC next night, but questions on that one pushed it to another meeting. The other property was brought forward by PEA, which would like to demolish a property by the observatory. The HDC had questions about whether it was the original building or a newer building on the same foundation as the original. They have the authority to deny the demolition until they approve what will take its place.
- ii. Ms. Cowan had a Planning Board meeting. 50 Newfields Road used to be a dry cleaner, and they investigated whether they did dry cleaning on site and therefore there may still be chemicals there. It was determined that it did include dry cleaning on site so the Planning Board requested an environmental study
- iii. Ms. Oliff said the Housing Advisory Committee met to discuss the Jan 21 meeting they're hosting at the library, the Regional Housing needs assessment. This meeting is by invitation only. The Arts & Culture

Commission sent the Board a draft letter re Swasey Parkway, but she was not there.

- iv. Mr. Papakonstantis said the River Advisory will meet again in Jan.
- e. Correspondence
 - i. A notice from Xfinity regarding changes to service.
 - ii. A memo from Scott Marsh at Municipal Resources regarding the DRA sales ratio survey, which had similar results to what was expected. Mr. Dean said the median ratio is 79%, so we may come back to request a look at mobile homes and condominiums, which are the most off.
 - iii. A continuation of correspondence from Major Shriver regarding Remembrance. Mr. Dean said we're still working out the final details.
 - iv. A final assessment schedule from Exeter COOP and Exeter School District for FY21-22.
 - v. Correspondence regarding the National Opioid settlement. Mr. Dean said this is from a law firm in Manchester, which asked the town to sign onto a settlement offer. There is \$21B from drug companies to settle opioid related claims. There's no reason that he can see that we would not do this. There were no objections from the Board.
 - vi. Ms. Oliff asked what happens to the vehicles we're replacing. Mr. Dean depending on the type of vehicle, we'll trade in or transfer it to another department.

11. Review Board Calendar

- a. The next meetings are January 3 and January 31st. January 18 is the budget hearing. Deliberative session is Feb 5 at 9 AM. The meetings in February are Feb 7 and Tuesday Feb 22nd. The next meeting, March 14th, is after the election.
- b. Mr. Papakonstantis thanked town staff and volunteers for their work in 2021.

12. Non-Public Session

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

13. Adjournment

MOTION: Ms. Oliff moved to adjourn. Ms. Gilman seconded. All were in favor and the meeting adjourned at 9:16 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments

Discussion /Action Items

Swasey Parkway Discussion



Russ Dean <rdean@exeternh.gov>

Swasey parkway

Jay Perkins <jperkins@exeternh.gov>

Wed, Nov 17, 2021 at 9:57 AM

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

Cc: Jennifer Perry <jperry@exeternh.gov>

Good morning Gentlemen

I just watched the Selectboard meeting (Sorry I could not be there) However I would like to share my thoughts and maybe save some money. First we never had speed bumps in the parkway , we had speed tables with the difference being the tables were larger and less aggressive ,they were also DOT approved in parks. We removed them when we replaced the Norris brook culverts in the Parkway and on Water St ,after those projects were completed we reclaimed & repaved the road and they were not put back in . DPW has limited access with the 11 foot bridge and I consider the parkway as a secondary emergency access in the event Water St is blocked by an accident , flooding or fire etc. . Also the road through the parkway provides drainage for the entire parkway with over 30 storm drains so removing a section of road would require drainage work. It sounds like safety concerns are the key issue so we could address that by reinstalling the speed tables making it impossible to go fast without destroying a vehicle and we could also put slow/ caution signs with the speed tables. I feel the one way works great and with a little fine tuning it should solve all the safety concerns for everyone to enjoy the park.

jay

--

Jay Perkins
Highway Superintendent
Email : jperkins@exeternh.gov
Phone : 603-773-6157 ext 163
Fax : 772-1355
Cell : 603-512-1974



Pam McElroy <pmcelroy@exeternh.gov>

Parkway notes

3 messages

Agr 27 <agr27@yahoo.com>
To: Pmcelroy@exeternh.gov
Cc: Adele Robertson <agr27@yahoo.com>

Tue, Nov 16, 2021 at 12:21 PM

Hi Julie and Russell

Thanks for letting me know about last night's meeting. It was a little strange for me to speak as I've never done that before and I felt I wasn't very clear. It felt like my mouth was filled with marbles.

Looking back, I realized that there were some things that I had neglected to address. Please pass this email to others and add them to the solutions that could be addressed when writing the warrant article.

1. By dividing the roadway into half with a painted line down the center of the roadway, it would limit where pleasure vehicles should drive and park. This thruway for vehicles would be on the Brook side of the road (not the river side). That would leave additional space where pedestrians could walk or ride bicycles. By using the left-hand side of the street for traffic and parking, it would provide more visibility when a child's ball unexpectedly comes rolling into traffic.

This can be delineated with paint and plenty of advanced notification of the new changes in the parkway so everyone has opportunity to enjoy the park. We wouldn't have to create additional parking in the parkway and keep it green! Parking would be limited to "Swasey Park Use Only" and if needed a time limit could be discussed.

1. Most important and prudent would be to address the speed in the Parkway. It is currently 20 miles an hour, but anyone who walks the Parkway knows that is not the speed in which cars travel through to get to the other end. I would recommend the lowest speed possible when traveling through the parkway. It would certainly discourage those wishing to travel faster to hopefully take another road.

If there were signs and or a camera that says that violators will be prosecuted, who knows...it could be another stream of revenue for the Parkway and the town. There's a sign at the entrance of the parkway regarding dogs. I'm not sure what it says or how it is enforced but maybe something similar.

Please let me know if there is anything I could do to help make these changes to the parkway. Our goal is to accommodate all of our citizens.

Thank you,
Adele Robertson
106 Front Street
Exeter, NH

Sent from my iPad

Pam McElroy <pmcelroy@exeternh.gov>
To: Julie Gilman <jgilman@exeternh.gov>, Russ Dean <rdean@exeternh.gov>

Tue, Nov 16, 2021 at 1:00 PM

Good afternoon.

Ms. Robertson requested I forward the attached email to you both.

[Quoted text hidden]

—

Pam McElroy

Town of Exeter
Executive Assistant, Town Manager's Office



December 14th, 2021

To Whom It May Concern,

The Town of Exeter Arts & Culture Advisory Commission has unanimously voted to support the permanent closure of Swasey Parkway to vehicular traffic. We have found that the decision to do so throughout the first year and a half of the pandemic has proven to have had an overwhelming positive impact on residents of all ages, downtown businesses, cultural organizations, and the overall quality of life for people in the region as the park has become an anchor for arts & culture, community activity, and recreation in Exeter.

As an appointed group representing a broad cross section of our town population, we have found that the closure to vehicles is consistent with the verbiage, spirit, and mission of the original Swasey Parkway Trust document.

Thank you,

Town of Exeter Arts & Culture Advisory Commission

FY22 Budget, Bonds & Warrant Articles

EXETER TOWN WARRANT – 2022

To the inhabitants of the Town of Exeter, in the County of Rockingham, in the said State, qualified to vote in Town affairs:

First Session

You are hereby notified that the first session (the Deliberative Session) of the Annual Town Meeting will be held on Saturday, February 5th, 2022 beginning at 9:00 a.m. at the Arthur L. Hanson III Center for the Performing Arts at Exeter High School, 1 Blue Hawk Drive. The first session will consist of explanation, discussion and debate of each of the following warrant articles, and will also afford voters who are present the opportunity to propose, debate and adopt amendments to warrant articles, except those articles in which wording is prescribed by state law.

Second Session

The second session of the annual town meeting, to elect town officers by official ballot and to vote on all warrant articles as they may have been amended at the first session, will be held on Tuesday, March 8th, 2022 at the Talbot Gymnasium at the Tuck Learning Center, 40 Linden Street. Polls for voting by official ballot will open at 7:00 a.m. and close at 8:00 p.m.

Article 1

To choose the following: 2 Select Board for a 3-year term; 1 Select Board for a 1-year term; 3 Trustees of the Library for a 3-year term; 1 Trustee of Swasey Parkway for a 3-year term; 1 Trustee of Trust Funds for a 3-year term; 1 Trustee of the Robinson Fund for a 7-year term.

Article 2 Zoning Amendment #1:

Article _____ - Webster Avenue Pump Station Design and Construction

To see if the Town will vote to raise and appropriate the sum of four million six hundred and sixty thousand dollars (\$4,660,000) for the purpose of design and construction of a new sewer pump station and force main on Webster Avenue, and to authorize the issuance of not more than \$4,660,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project. The Town will receive a 1.04 million dollar federal grant to offset the cost of the project. Bond payments would begin approximately one year after issuance.

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

Article _____ – 10 Hampton Road Purchase

To see if the Town will vote to raise and appropriate the sum of one million two hundred fifty thousand dollars (\$1,250,000) for the purchase of land and buildings at 10 Hampton Road (aka the Qessential Building), including making minor renovations to the property, to be used by the Parks and Recreation Department as recreation space, public parking and main offices, and to authorize the issuance of not more than \$1,250,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue and negotiate such bonds or notes and to

determine the rate of interest thereon; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project. Debt service will be paid from the general fund. (Estimated Tax Impact: assuming 10 year bond at .86% interest: .06/1,000, \$6/100,000 of assessed property value). Bond payments would begin approximately one year after issuance.

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

Article _____ – Westside Drive Reconstruction Design/Engineering

To see if the Town will vote to raise and appropriate the sum of three hundred thirty thousand seven hundred and fifteen dollars (\$330,715) for the purpose of design and engineering of water, sewer and drainage improvements in the Westside Drive area, and to authorize the issuance of not more than \$330,715 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project. Debt service will be paid from the general fund, water fund, and sewer fund. (Estimated Tax Impact: assuming 5 year bond at .50% interest: .006/1,000, \$.63/100,000 of assessed property value). Bond payments would begin approximately one year after issuance.

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

Article _____ – Choose Town Officers

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

Article _____ – 2022 Operating Budget

Shall the Town of Exeter raise and appropriate as an operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ _____. Should this article be defeated, the default budget shall be \$ _____, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Estimated Tax Impact: .___/1,000 assessed property value, \$ ___/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article _____ – 2022 Water Fund Budget

Shall the Town of Exeter raise and appropriate as a water operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$ _____. Should this article be defeated, the water default budget shall be \$ _____, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law.

(Majority vote required) _____ by the Select Board _____.

Article ____ – 2022 Sewer Fund Budget

Shall the Town of Exeter raise and appropriate as a sewer operating budget, not including appropriation by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$_____. Should this article be defeated, the default budget shall be \$_____, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law.

(Majority vote required) _____ by the Select Board _____.

Article ____ – Police Collective Bargaining Agreement (\$_____)

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Select Board and the Exeter Police Association, which calls for the following increased salaries and benefits at the current staffing levels:

Year	Estimated Salary/Benefits Increase
FY22	\$38,749
FY23	\$37,431
FY24	\$55,513
FY25	\$78,204

And further, to raise and appropriate the sum of thirty-eight thousand, seven hundred and forty nine dollars (\$38,749) for the 2022 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels.

(Majority vote required) _____ by the Select Board _____.

Article ____ – Fire Collective Bargaining Agreement (\$_____)

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Select Board and the Exeter Firefighters Local 3491, which calls for the following increased salaries and benefits at the current staffing levels:

Year	Estimated Salary/Benefits Increase
FY22	\$54,408
FY23	\$72,593
FY24	\$68,174

And further, to raise and appropriate the sum of _____, _____ and _____ dollars (\$_____) for the 2022 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels.

(Majority vote required) _____ by the Select Board _____.

Article ____ – SEIU Local 1984 Collective Bargaining Agreement (\$_____)

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Select Board and the SEIU Local 1984, which calls for the following increased salaries and benefits at the current staffing levels:

Year	Estimated Salary/Benefits Increase
FY22	\$58,982
FY23	\$38,137
FY24	\$62,491

And further, to raise and appropriate the sum of _____, _____ and _____ dollars (\$_____) for the 2022 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels.

(Majority vote required) _____ by the Select Board _____.

Article ____ – Engine 5 Replacement (\$719,420)

To see if the Town will vote to authorize the Select Board to enter into a 10-year lease/purchase agreement for \$650,000 for the purpose of lease/purchasing a replacement for Engine 5 in the Fire Department, and to raise and appropriate the sum of eighty-two thousand three hundred fifty-five dollars (\$82,355), which represents the first of 10 annual payments (a total of \$719,420) for this purpose. This lease/purchase will contain an escape (non-appropriation) clause. This sum to come from general taxation. (Estimated Tax Impact: .037/1,000, \$3.68/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article ____ – Fire SCBA Packs Lease/Purchase (\$385,547)

To see if the Town will vote to authorize the Select Board to enter into a 7-year lease/purchase agreement for the purpose of lease/purchasing SCBA (Self-Contained Breathing Apparatus) equipment for the Exeter Fire Department, and to raise and appropriate the sum of \$59,064, which represents the first of 7 annual payments (a total of \$385,547), for this purpose. This lease agreement shall contain an escape clause. (Estimated Tax Impact: .026/1,000, \$2.64/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article ____ – Police Body Worn Cameras (\$251,663)

To see if the Town will vote to authorize the Select Board to enter into a 5-year lease/purchase agreement for the purpose of lease/purchasing body cameras and associated equipment for the Exeter Police Department, and to raise and appropriate the sum of \$52,821, which represents the first of 5 annual payments (a total of \$251,663), for this purpose. This lease agreement shall contain an escape clause. (Estimated Tax Impact: .024/1,000, \$2.36/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article ____ – Raynes Barn Improvements (\$249,000)

To see if the Town will raise and appropriate the sum of two hundred forty nine thousand dollars (\$249,000) for the purpose of making improvements to the Raynes Barn located on Newfields Road. The appropriation of \$249,000 will be offset by an LCHIP grant (\$100,000) and a withdrawal from the Conservation Fund (\$49,000) with the balance to be appropriated from unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

(Majority vote required) _____ by the Select Board _____

Article ____ – Sewer Capacity Rehabilitation (\$200,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of two hundred thousand dollars (\$200,000), for the purpose of engineering services related to sewer capacity rehabilitation. This sum to come from sewer funds.

(Majority vote required) _____ by the Select Board _____.

Article ____ – Pickpocket Dam (\$185,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of one hundred eighty five thousand dollars (\$185,000), for the purpose of completing tasks related to a letter of deficiency from the NHDES on Pickpocket Dam. Work will include an alternatives analysis to study dam removal, repair, or modifications. This sum to come from general taxation. (Estimated Tax Impact: .083/1,000, \$8.26/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article ____ – Appropriate to Capital Reserve Fund – Parks Improvements (\$100,000)

To see if the Town will vote to raise and appropriate the sum of one-hundred thousand dollars (\$100,000) to be added to the Parks Improvement Capital Reserve Fund previously established. This sum to come from unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

(Majority vote required) _____ by the Select Board _____.

Article ____ – Highway Truck Replacement (\$71,801)

To see if the Town will raise and appropriate, through special warrant article, the sum of seventy one thousand eight hundred and one dollars (\$71,801), for the purpose of purchasing a replacement for Highway Truck #9, purchased in 2007. This replacement is for an existing 1 ton truck to a 1.5 ton “Switch and Go” Hook truck F-550. This vehicle is primarily used for light duty hauling, landscaping, asphalt work, drainage and catch basin maintenance. This sum to come from unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

(Majority vote required) _____ by the Select Board _____.

Article ____ – Replace DPW Hotbox Asphalt Reclaimer (\$59,481)

To see if the Town will raise and appropriate, through special warrant article, the sum of fifty nine thousand four hundred and eighty one dollars (\$59,481), for the purpose of purchasing a replacement hotbox asphalt

reclaimer for the Highway Department. This is the Department's primary equipment to fill potholes. The current hotbox was purchased in 2005. (Estimated Tax Impact: .027/1,000, \$2.65/100,000 assessed property value).

(Majority vote required) _____ by the Select Board ____.

Article ____ – Intersection Improvements Plan Funding (\$50,000)

To see if the Town will vote to raise and appropriate, through special warrant article, the sum of fifty thousand dollars (\$50,000) for the purpose of conducting and creating an intersection improvement proposal with preliminary designs, to improve intersections and intersection areas, including Pine/Front/Linden Street, Front Street/Water Street, Clifford Street/Water Street, Winter Street/Columbus Avenue/Railroad Avenue, and others. This sum to come from general taxation. (Estimated Tax Impact: .022/1,000, \$2.23/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article ____ – Public Works Facility Garage (\$50,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of fifty thousand dollars (\$50,000), for the purpose of design work on a new garage at the Public Works Complex on Newfields Road. This sum to come from general taxation \$25,000, water funds \$12,500, and sewer funds \$12,500). (Estimated Tax Impact: .011/1,000, \$1.12/100,000 assessed property value).

(Majority vote required) _____ by the Select Board ____.

Article ____ – Replace Car 3 Fire Department (\$47,969)

To see if the Town will raise and appropriate, through special warrant article, the sum of forty seven thousand nine hundred and sixty nine dollars (\$47,969), for the purpose of purchasing and equipping a replacement for Fire Department Car 3. This purchase would replace a 2010 Ford Expedition with an F250 Pickup. The vehicle will be used for incident command. This sum to come from unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

(Majority vote required) _____ by the Select Board ____.

Article ____ – Facilities Condition Assessment (\$45,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of forty five thousand and zero dollars (\$45,000), for the purpose of conducting a facilities condition assessment (FCA) for town facilities. This sum to come from general taxation. (Estimated Tax Impact: .020/1,000, \$2.01/100,000 assessed property value).

(Majority vote required) _____ by the Select Board ____.

Article ____ – Replace DPW Jeep Patriot 65 with Hybrid (\$44,750)

To see if the Town will raise and appropriate, through special warrant article, the sum of forty four thousand seven hundred and fifty dollars (\$44,750), for the purpose of purchasing a replacement for Jeep Patriot #65 in the Public Works Department. This purchase would replace a 2013 Jeep Patriot with a Ford Explorer Hybrid vehicle. . (Estimated Tax Impact: .020/1,000, \$2.00/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article ___ – Bike/Pedestrian Improvement Plan (\$25,000)

To see if the Town will raise and appropriate, through special warrant article, the sum of twenty five thousand and zero dollars (\$25,000), for the purpose of conducting a town wide bicycle/pedestrian plan as outlined in the Town Master Plan. This sum to come from general taxation. (Estimated Tax Impact: .011/1,000, \$1.12/100,000 assessed property value).

(Majority vote required) _____ by the Select Board _____.

Article _____ – Appropriate to Sick Leave Trust Fund (\$100,000)

To see if the Town will vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) to be added to the Sick Leave Expendable Trust Fund previously established. This sum to come from the unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

(Majority vote required) _____ by the Select Board _____.

Article _____ – Appropriate to Non-Capital Reserve Fund – Snow and Ice Deficit (\$50,000)

To see if the Town will vote to raise and appropriate the sum of fifty-thousand dollars (\$50,000) to be added to the Snow and Ice Deficit Non-Capital Reserve Fund previously established. This sum to come from the unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation).

(Majority vote required) _____ by the Select Board _____.

Article _____ – Appropriate to Trust Fund – Swasey Parkway (\$3,635)

To see if the Town will vote to raise and appropriate the sum of three thousand six hundred and thirty five dollars (\$3,635) to be added to the Swasey Parkway Trust Fund previously established. This sum to come from unassigned fund balance. This amount is equivalent to the amount of permit fees collected during the prior year for use of the Swasey Parkway. (Estimated Tax Impact: None. No amount to be raised by taxation).

(Majority vote required) _____ by the Select Board _____.

Article _____ – Town Hall Non Capital Reserve Fund and Funding (\$5,000)

To see if the Town will vote to establish a non-capital reserve fund under RSA 35:1-c for the purpose of making capital improvements to, equipping and maintaining the Town Hall and to raise and appropriate the sum of five-thousand and zero dollars (\$5,000) to be placed in this fund and further the Select Board shall be named agents of the fund and be authorized to make expenditures from the fund.

(Majority vote required) _____ by the Select Board _____.

Article _____ – Arts & Culture Commission – Agents to Expend

To see if the Town will appoint the Arts and Culture Commission as agents to expend from the Exeter Arts Program Donation Trust Fund created by vote of the 2009 Town Meeting in place of the Exeter Arts Committee which no longer exists.

(Majority vote required) _____ by the Select Board _____.

Article _____ – Citizen’s Petition

By petition of Andrew Elliott and others

Washington Street Improvements

Shall the Town vote:

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

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

Article

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

Niko Papakonstantis, Chair

Molly Cowan, Vice Chair

Julie D. Gilman, Clerk

Lovey Roundtree Oliff

We certify that on the _____th day of January, 2022, we caused a true copy of the within warrant to be posted at the Exeter Town Hall on Front Street, the Exeter Public Library at Founder’s Park, Exeter High School at 1 Blue Hawk Drive, Talbot Gymnasium at Tuck Learning Campus, 40 Linden Street, and the Town Clerk’s Office, 10 Front Street.

Given under our hands and seal this _____th day of January, 2022.

Niko Papakonstantis, Chair

Molly Cowan, Vice Chair

Julie D. Gilman, Clerk

Lovey Roundtree Oliff

DRAFT

Town of Exeter								
2022 Select Boad Budget Comparison								
December 29, 2021, Version #3								
DEPARTMENT	2020 Budget	2021 Budget	2022 BRC Budget	2022 SB Budget	2022 SB Budget \$ Increase/(Decrease)	2022 SB Budget % Difference	2022 Default Budget	2022 SB Budget vs. 2022 Default Budget \$ Increase/(Decrease)
General Fund Appropriations								
General Government								
Select Board	22,981	20,681	20,636	20,636	(45)	-0.22%	20,636	-
Town Manager	244,451	254,976	257,950	259,976	5,000	1.96%	260,286	310
Human Resources	150,748	132,735	172,959	172,836	40,101	30.21%	146,542	(26,294)
Transportation	1	1	1	1	-	0.00%	1	-
Legal	80,000	80,000	80,000	80,000	-	0.00%	80,000	-
Information Technology	254,861	291,463	386,748	386,659	95,196	32.66%	322,648	(64,012)
Trustees of Trust Funds	891	891	891	891	-	0.00%	891	-
Town Moderator	1,319	754	1,130	1,130	377	50.00%	1,130	-
Town Clerk	353,739	363,956	374,334	373,879	9,923	2.73%	369,980	(3,899)
Elections/Registration	30,601	12,058	25,003	25,003	12,945	107.36%	12,058	(12,945)
Total General Government	1,139,692	1,157,515	1,319,652	1,321,012	163,497	14.12%	1,214,172	(106,840)
Finance								
Finance/Accounting	329,674	338,688	358,982	353,488	14,800	4.37%	338,613	(14,875)
Treasurer	9,792	9,792	9,792	9,792	-	0.00%	9,792	-
Tax Collection	115,812	108,358	101,875	101,786	(6,572)	-6.07%	107,464	5,678
Assessing	253,610	234,994	237,808	237,694	2,699	1.15%	236,527	(1,166)
Total Finance	708,888	691,833	708,457	702,760	10,927	1.56%	692,396	(10,364)
Planning & Development								
Planning	275,873	244,064	271,096	271,096	27,032	11.08%	247,841	(23,255)
Economic Development	151,341	147,302	153,283	153,114	5,812	3.95%	149,108	(4,006)
Inspections/Code Enforcement	265,855	271,392	279,695	279,445	8,053	2.97%	275,099	(4,345)
Conservation Commission	10,039	10,039	10,089	10,089	50	0.50%	10,039	(50)
Renewable Energy Expense	-	1	1	1	-	0.00%	1	-
Zoning Board of Adjustment	4,326	4,326	4,326	4,326	-	0.00%	4,326	-
Historic District Commission	11,825	2,825	2,825	2,825	-	0.00%	2,825	-
Heritage Commission	892	893	893	893	-	0.00%	893	-
Total Planning & Development	720,151	680,842	722,208	721,789	40,947	6.01%	690,132	(31,657)
Public Safety								
Police	3,325,944	3,426,844	3,494,076	3,490,648	63,803	1.86%	3,462,330	(28,317)
Fire	3,851,911	3,784,396	3,812,348	3,826,788	42,392	1.12%	3,739,439	(87,349)
Communications	417,082	381,059	420,328	419,049	37,990	9.97%	418,899	(150)
Health	135,010	119,196	122,925	149,663	30,467	25.56%	147,135	(2,528)
Total Public Safety	7,729,948	7,711,495	7,849,676	7,886,147	174,653	2.26%	7,767,803	(118,344)
Public Works - General Fund								
Administration & Engineering	412,348	405,359	420,391	445,882	40,523	10.00%	436,870	(9,012)
Highways & Streets	2,112,946	2,017,597	2,158,344	2,160,278	142,681	7.07%	2,043,865	(116,413)
Snow Removal	334,555	311,190	313,201	313,201	2,011	0.65%	312,201	(1,000)
Solid Waste Disposal	1,304,764	1,388,385	1,314,555	1,314,555	(73,830)	-5.32%	1,388,542	73,987
Street Lights	170,340	169,000	169,000	169,000	-	0.00%	169,000	-
Stormwater	60,000	54,000	92,360	92,360	38,360	71.04%	54,000	(38,360)
Total Public Works - General Fund	4,394,953	4,345,531	4,467,851	4,495,276	149,745	3.45%	4,404,478	(90,798)

Town of Exeter								
2022 Select Boad Budget Comparison								
December 29, 2021, Version #3								
					2022 SB Budget vs. 2021 Budget \$ Increase/- (Decrease)	2022 SB Budget vs. 2021 Budget %- Difference		2022 SB Budget vs. 2022 Default Budget \$ Increase/- (Decrease)
DEPARTMENT	2020 Budget	2021 Budget	2022 BRC Budget	2022 SB Budget			2022 Default Budget	
Maintenance								
General	527,219	548,185	559,818	559,389	11,204	2.04%	554,365	(5,024)
Town Buildings	289,424	293,445	294,175	294,175	730	0.25%	293,445	(730)
Maintenance Projects	100,000	100,000	100,000	100,000	-	0.00%	100,000	-
Mechanics/Garage	273,496	273,034	278,929	286,274	13,240	4.85%	285,374	(900)
Total Maintenance	1,190,139	1,214,664	1,232,922	1,239,838	25,174	2.07%	1,233,184	(6,654)
Welfare & Human Services								
Welfare	73,052	73,120	73,048	75,825	2,705	3.70%	76,001	176
Human Services	103,805	106,720	105,105	105,105	(1,615)	-1.51%	106,720	1,615
Total Welfare & Human Services	176,857	179,840	178,153	180,930	1,090	0.61%	182,721	1,791
Parks & Recreation								
Recreation	344,410	357,313	389,485	389,118	31,806	8.90%	385,349	(3,769)
Parks	218,182	222,863	245,212	250,500	27,637	12.40%	250,450	(51)
Total Parks & Recreation	562,592	580,176	634,697	639,618	59,443	10.25%	635,798	(3,820)
Other Culture/Recreation								
Other Culture/Recreation	17,000	18,500	18,500	18,500	-	0.00%	18,500	-
Special Events	15,000	15,000	15,500	15,500	500	3.33%	15,000	(500)
Total Other Culture/Recreation	32,000	33,500	34,000	34,000	500	1.49%	33,500	(500)
Public Library								
Library	1,032,885	1,081,267	1,125,282	1,124,643	43,376	4.01%	1,111,360	(13,283)
Total Library	1,032,885	1,081,267	1,125,282	1,124,643	43,376	4.01%	1,111,360	(13,283)
Debt Service & Capital								
Debt Service	1,055,140	1,374,215	1,385,502	1,385,502	11,287	0.82%	1,385,502	-
Vehicle Replacement/Lease	416,907	396,615	253,658	253,658	(142,957)	-36.04%	253,658	-
Misc. Expense	4	4	4	4	-	0.00%	4	-
Cemeteries	1	1	1	1	-	0.00%	1	-
Capital Outlay - Other	4,251	4,251	4,251	4,251	-	0.00%	4,250	-
Total Debt Service & Capital	1,476,303	1,775,086	1,643,416	1,643,416	(131,670)	-7.42%	1,643,415	-
Benefits & Taxes								
Health Insurance Buyout/Sick Leave/Flex Spending	161,552	157,276	157,644	149,443	(7,832)	-4.98%	149,443	-
Insurance Reserves	-	-	(14,124)	-	-	-	-	-
Unemployment	2,897	2,897	2,416	2,416	(481)	-16.60%	2,416	-
Worker's Compensation	213,402	236,198	250,370	250,370	14,172	6.00%	250,370	-
Insurance	63,379	69,424	72,746	72,746	3,322	4.79%	72,746	-
Total Benefits & Taxes	441,230	465,795	469,052	474,975	9,181	1.97%	474,975	-
Total GF Operating Budget	19,605,537	19,917,541	20,385,366	20,464,403	546,862	2.75%	20,083,934	(380,469)

Town of Exeter								
2022 Select Boad Budget Comparison								
December 29, 2021, Version #3								
DEPARTMENT	2020 Budget	2021 Budget	2022 BRC Budget	2022 SB Budget	2022 SB Budget vs. 2021 Budget \$ Increase/-(Decrease)	2022 SB Budget vs. 2021 Budget %-Difference	2022 Default Budget	2022 SB Budget vs. 2022 Default Budget \$ Increase/-(Decrease)
Other Appropriations - Warrant Articles								
Self-Contained Breathing Apparatus			59,064	59,064	59,064			
Police Body Cameras			52,821	52,821	52,821			
Sick Leave Expendable Trust Fund	100,000	100,000	100,000	100,000	-	0.0%		
Conservation Fund Appropriation	50,000	50,000	-	-	(50,000)	-100.0%		
Engine #5	-	-	82,355	82,355	82,355			
Raynes Barn Improvements			100,000	100,000	100,000			
1-Ton Dump Body Truck			71,801	71,801	71,801			
Snow/Ice Deficit Fund	50,000	50,000	50,000	50,000	-	0.0%		
Intersection Improvements Program			50,000	50,000	50,000			
Parks & Rec Capital Reserve Fund	100,000	100,000	100,000	100,000	-	0.0%		
Fire Dept Car#3 Replacement			47,969	47,969	47,969			
Facilities Assessment			45,000	45,000	45,000			
Ford Explorer Hybrid			44,750	44,750	44,750			
DPW Replacement of car #51			-	-	-			
Bike & Pedestrian Improvement Plan			25,000	25,000	25,000			
Public Works Facility Garage		-	25,000	25,000	25,000			
SEIU 1984 Collective Bargaining			-	-	-			
Sidewalk Program CRF	60,000		-	-	-			
Swasey Parkway Permit Fee Approp		1,300	3,635	3,635	2,335	179.6%		
Exeter Police Association Agreement			-	-	-			
Exeter Professional FF's Association			-	-	-			
Pickpocket Dam Capital Reserve Fund	110,000		-	-	-			
Stewart Park Seawall Deficit Funding		105,794	-	-	(105,794)	-100.0%		
Public Safety Study		100,000	-	-	(100,000)	-100.0%		
Town wide Vehicle Replacements	147,872				-			
Communications Repeater Site Impr	78,792				-			
Metered Parking	115,000				-			
Highway Pavement Hot Box			59,481	59,481	59,481			
Total Other Approp.-WAR	811,664	507,094	916,876	916,876	409,782	80.81%	-	-
Borrowing Other								
Pickpocket Dam Modification			185,000	185,000	185,000			
Westside Dr Area Reconst Design			69,338	69,338	69,338			
Purchase of 10 Hampton Rd.			1,250,000	1,250,000	1,250,000			
Landfill Solar Array Project		3,600,000			(3,600,000)			
Salem St. Area Utility Replacements		1,010,000			(1,010,000)			
Total Borrowing Other	-	4,610,000	1,504,338	1,504,338	(3,105,662)	-67.37%	-	-
Total GF & WAR & Borrowing	20,417,201	25,034,635	22,806,580	22,885,617	(2,149,018)	-8.58%	20,083,934	(380,469)

Town of Exeter								
2022 Select Boad Budget Comparison								
December 29, 2021, Version #3								
DEPARTMENT	2020 Budget	2021 Budget	2022 BRC Budget	2022 SB Budget	2022 SB Budget vs. 2021 Budget \$ Increase/-(Decrease)	2022 SB Budget vs. 2021 Budget %-Difference	2022 Default Budget	2022 SB Budget vs. 2022 Default Budget \$ Increase/-(Decrease)
Water Fund								
Administration	393,161	409,340	436,509	445,355	36,014	8.80%	427,972	(17,383)
Billing and Collection	179,553	171,147	192,374	191,429	20,282	11.85%	173,466	(17,963)
Distribution	836,826	872,786	888,167	887,706	14,921	1.71%	876,707	(10,999)
Treatment	813,514	822,395	846,557	846,009	23,614	2.87%	823,883	(22,126)
Debt Service	1,164,650	1,263,186	1,323,021	1,323,021	59,835	4.74%	1,323,021	-
Capital Outlay	165,091	515,330	553,550	553,550	38,220	7.42%	15,330	(538,220)
Total WF Operating Budget	3,552,795	4,054,184	4,240,178	4,247,070	192,886	4.76%	3,640,379	(606,691)
Other Appropriations - Warrant Articles								
SEIU 1984 Collective Bargaining					-			
Salem St. Area Utility Replacements		2,500,000			(2,500,000)	-100.0%		
Groundwater Source Development	200,000	1,000,000			(1,000,000)	-100.0%		
Public Works Garage Design		-	12,500	12,500	12,500			
Westside Dr Area Reconst Design			192,038	192,038	192,038			
Total Other Appropriations	200,000	3,500,000	204,538	204,538	(3,295,462)	-94.2%	-	-
Total Water Fund Appropriations	3,752,795	7,554,184	4,444,716	4,451,608	(3,102,576)	-41.07%	3,640,379	
Sewer Fund								
Administration	417,513	463,039	468,898	477,744	14,704	3.18%	481,065	3,321
Billing and Collection	176,328	167,922	189,149	188,204	20,282	12.08%	170,241	(17,963)
Collection	708,202	732,111	740,841	740,380	8,270	1.13%	736,031	(4,349)
Treatment	1,415,476	1,330,179	1,431,433	1,430,701	100,521	7.56%	1,348,425	(82,275)
Debt Service	4,848,995	4,106,782	4,366,940	4,305,495	198,713	4.84%	4,305,495	-
Capital Outlay	120,091	215,331	240,955	240,955	25,624	11.90%	215,331	(25,624)
Total SF Operating Budget	7,686,605	7,015,364	7,438,216	7,383,478	368,114	5.25%	7,256,588	(126,890)
Other Appropriations - Warrant Articles								
SEIU 1984 Collective Bargaining			-	-	-			
Salem St. Area Utility Replacements		1,590,000			(1,590,000)	-100.0%		
Public Works Garage Design			12,500	12,500	12,500			
Lagoon Sludge Removal		2,600,000			(2,600,000)	-100.0%		
Court Street Pump Station Design	-		-	-	-			
Sewer Capacity Rehabilitation			200,000	200,000	200,000			
Webster Ave Pump Station	-		5,700,000	5,700,000	5,700,000			
Westside Dr Area Reconst Design			69,338	69,338	69,338			
Total Other Appropriations	1,750,000	4,190,000	5,981,838	5,981,838	1,791,838	42.76%	-	-
Total Sewer Fund Appropriations	9,436,605	11,205,364	13,420,054	13,365,316	2,159,952	19.28%	7,256,588	(126,890)

Town of Exeter												
2022 Select Board General Fund Budget												
December 29, 2021, Version #3												
Org	Object	Description	2020 Budget	2021 Budget	2022 BRC Budget	2022 SB Budget	2022 SB Budget vs. 2021 Budget \$ Increase/-(Decrease)	2022 SB Budget vs. 2021 Budget %-Difference	2022 Default Budget	2022 SB Budget vs. 2022 Default Budget \$ Increase/-(Decrease)	2022 SB Budget vs. 2022 Default Budget %-Difference	Explanation
GENERAL FUND												
General Government												
Select Board												
01413010	51000	SB- Sal/Wages Elected	16,000	16,000	16,000	16,000	-	0.00%	16,000	-	0.0%	\$3K each 4-Select Person, \$4K for 1- Chair Person
		Salaries Total	16,000	16,000	16,000	16,000	-	0.00%	16,000	-		
01413010	52120	SB- Life Insurance	255	255	210	210	(45)	-17.65%	210	-	0.0%	
01413010	52200	SB- FICA	992	992	992	992	-	0.00%	992	-	0.0%	Based on wages: 6.2%
01413010	52210	SB- Medicare	232	232	232	232	-	0.00%	232	-	0.0%	Based on wages: 1.45%
		Benefits Total	1,479	1,479	1,434	1,434	(45)	-3.04%	1,434	-	0.0%	
01413010	55055	SB- Consulting Services	1,000	100	100	100	-	0.00%	100	-	0.0%	Expenses related to tax deeded properties, other services
01413010	55050	SB- Conf/Room/Meals	500	100	100	100	-	0.00%	100	-	0.0%	NHMA seminars, mileage reimbursement
01413010	55106	SB- Equipment Purchase	1	1	1	1	-	0.00%	1	-	0.0%	Placeholder for equipment needs
01413010	55267	SB-Signs	1	1	1	1	-	0.00%	1	-	0.0%	Sign for the Town Office
01413010	55273	SB- Special Expense	4,000	3,000	3,000	3,000	-	0.00%	3,000	-	0.0%	Proclamations, recognitions, special events for committees, E911 Committee activities, memberships
		General Expenses Total	5,502	3,202	3,202	3,202	-	0.00%	3,202	-	0.0%	
		Select Board Total	22,981	20,881	20,838	20,838	(45)	-0.22%	20,838	-	0.0%	V
Town Manager												
01413011	51110	TM- Sal/Wages FT	172,832	177,332	182,270	184,744	7,412	4.18%	180,635	(4,110)	-2.3%	2 FT: Town Mgr and Executive Assistant
01413011	51200	TM- Sal/Wages PT	7,500	7,500	7,500	7,500	-	0.00%	7,500	-	0.0%	2 PT: Recording secretaries @ \$15 per hour (SB/BRC/Rec
		Salaries Total	180,332	184,832	189,770	192,244	7,412	4.01%	188,135	(4,110)	-2.2%	Advisory meetings), Vacation repl for Ex Asst
01413011	52100	TM- Health Insurance	51,646	52,940	53,785	53,475	535	1.01%	53,475	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01413011	52110	TM- Dental Insurance	3,800	3,800	3,743	3,743	(57)	-1.50%	3,743	-	0.0%	1.5% decrease in the premium rate
01413011	52120	TM- Life Insurance	162	216	216	216	-	0.00%	216	-	0.0%	No change in the premium rate
01413011	52130	TM- LTD Insurance	1,148	1,178	1,210	1,210	32	2.72%	1,210	-	0.0%	No change in the premium rate
01413011	52200	TM- FICA	11,181	11,460	11,766	11,919	460	4.01%	11,664	(255)	-2.2%	Based on wages: 6.2%
01413011	52210	TM- Medicare	2,615	2,680	2,752	2,788	107	4.01%	2,728	(60)	-2.2%	Based on wages: 1.45%
01413011	52300	TM- Retirement Town	19,305	22,383	25,627	25,975	3,592	16.05%	25,397	(578)	-2.6%	Based on wages: 14.06%
		Benefits Total	89,857	94,657	99,099	99,326	4,669	4.93%	98,434	(892)	-0.9%	

Town of Exeter												
2022 Select Board General Fund Budget												
December 29, 2021, Version #3												
Org	Object	Description	2020 Budget	2021 Budget	2022 BRC Budget	2022 SB Budget	2022 SB Budget vs. 2021 Budget \$ Increase/(Decrease)	2022 SB Budget vs. 2021 Budget % Difference	2022 Default Budget	2022 SB Budget vs. 2022 Default Budget \$ Increase/(Decrease)	2022 SB Budget vs. 2022 Default Budget % Difference	Explanation
01413011	55050	TM- Conf/Room/Meals	2,000	100	1,000	1,000	900	900.00%	100	(900)	-900.0%	ICMA/MMANH/Primex conference, seminars
01413011	55058	TM- Contract Services	2,000	6,500	-	-	(6,500)	-100.00%	6,500	6,500	100.0%	DocuSign software/function
01413011	55088	TM- Dues	16,000	16,000	16,500	16,500	500	3.13%	16,000	(500)	-3.1%	NHMA (townwide), ICMA (TM), MMANH (TM) annual dues
01413011	55091	TM- Education/Training	500	300	300	300	-	0.00%	300	-	0.0%	ICMA/MMANH/Primex conference, seminars
01413011	55108	TM- Equipment Purchase	300	300	300	300	-	0.00%	300	-	0.0%	Small equipment (file cabinet, other)
01413011	55128	TM- Fuel	1	1	-	-	(1)	-100.00%	1	1	100.0%	Unreimbursed fuel expense
01413011	55171	TM- Legal/Public Notices	500	500	400	400	(100)	-20.00%	500	100	20.0%	Budget/bond notices, public hearings, CDBG hearings
01413011	55198	TM - Office Equipment Leases	10,000	11,250	12,700	12,700	1,450	12.89%	11,250	(1,450)	-12.9%	Pitney Bowes Postage & Folding Machines (2021 3 pmts - 2022 4 qtrly pmts); Canon printer \$253.87/mo 1 1/2 yrs left on lease; Great America Brother printers \$269.40/mo (TM only) 2 1/2 yrs left on lease
01413011	55199	TM- Office Equipment Maintenance	-	-	-	-	-	-	-	-	#DIV/0!	
01413011	55200	TM- Supplies	3,600	3,600	3,000	3,000	(600)	-16.67%	3,600	600	16.7%	Supplies for town offices (paper, etc.)
01413011	55212	TM - Phone Reimbursement	1,380	1,380	1,380	1,380	-	0.00%	1,380	-	0.0%	Phone reimbursement (TM, EA- 50/50 split with Welfare) *2021 Interim TM \$411.10.
01413011	55224	TM- Postage	150	300	300	300	-	0.00%	300	-	0.0%	TM office postage needs (Reserve moved to GG); postage rates have increased
01413011	55246	TM- Reference Material	200	150	100	100	(50)	-33.33%	150	50	33.3%	NHMA, ICMA publications
01413011	55291	TM- Subscriptions	260	260	200	200	(60)	-23.08%	260	60	23.1%	Exeter News-Letter, Google Storage
01413011	55302	TM- Town Report Expense	2,400	2,400	2,400	2,400	-	0.00%	2,400	-	0.0%	Printing of annual Town Report (Select Print Solutions)
01413011	55308	TM- Travel Reimbursement	500	300	700	700	400	133.33%	300	(400)	-133.3%	Mileage reimbursement for TM/EA
		General Expenses Total	39,791	43,341	39,280	39,280	(4,061)	-9.37%	43,341	4,061	9.4%	
01413011	55998	TM- Due from Water Fund	(32,764)	(33,927)	(35,099)	(35,437)	(1,510)	4.45%	(34,812)	625	-1.8%	12.5% water fund
01413011	55999	TM- Due from Sewer Fund	(32,764)	(33,927)	(35,099)	(35,437)	(1,510)	4.45%	(34,812)	625	-1.8%	12.5% sewer fund
		Due from Water/Sewer Funds	(65,529)	(67,854)	(70,199)	(70,874)	(3,020)	4.45%	(69,624)	1,250	-1.8%	
		Town Manager Total	244,451	254,976	257,950	259,976	5,000	1.98%	260,286	310	0.1%	V
Human Resources												
01415515	51110	HR- Sal/Wages FT	72,742	74,950	123,385	123,385	48,435	64.62%	87,326	(36,059)	-48.1%	2 FT: Asst Town Manager/HR Director; HR Assistant (9 Months)
01415515	51200	HR- Sal/Wages PT	31,451	31,165	8,610	8,610	(22,555)	-72.37%	32,379	23,769	76.3%	1 PT: Human Resource Assistant (29 hr/wk) (3 Months)
		Salaries Total	104,193	106,115	131,995	131,995	25,880	24.39%	119,705	(12,290)	-11.6%	
01415515	52100	HR- Health Insurance	19,128	19,610	17,928	17,774	(1,836)	-9.36%	17,774	-	0.0%	1.6% increase in the premium rate and 1% decrease in employer contribution (effective 7/1/2022); Dept reorganization due to retirement; Includes 8 Months for FT HR Assistant
01415515	52110	HR- Dental Insurance	1,050	1,050	3,119	3,119	2,069	197.05%	3,119	-	0.0%	1.5% decrease in the premium rate; Dept reorganization due to retirement; Includes 8 Months for FT HR Assistant
01415515	52120	HR- Life Insurance	108	108	144	144	36	33.33%	144	-	0.0%	No change in the premium rate; Dept reorganization due to retirement; Includes 8 Months for FT HR Assistant
01415515	52130	HR- LTD Insurance	684	705	821	821	116	16.45%	821	-	0.0%	No change in the premium rate
01415515	52200	HR- FICA	7,817	7,044	8,184	8,184	1,140	16.18%	7,422	(762)	-10.8%	Based on wages: 6.2%
01415515	52210	HR- Medicare	1,828	1,847	1,914	1,914	267	16.18%	1,736	(178)	-10.8%	Based on wages: 1.45%
01415515	52300	HR- Retirement Town	10,570	9,460	17,348	17,348	7,888	83.38%	12,278	(5,070)	-53.6%	Based on wages: 14.06%
		Benefits Total	41,186	39,625	49,458	49,304	9,679	24.43%	43,293	(6,010)	-15.2%	

Town of Exeter												
2022 Select Board General Fund Budget												
December 29, 2021, Version #3												
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01415515	55050	HR- Conf Rooms/Meals	1,320	475	1,320	1,320	845	177.89%	475	(845)	-177.0%	Director - IPMA-HR, NHMA & Primex
01415515	55055	HR- Consulting Services	1	1	1	1	-	0.00%	1	-	0.0%	
01415515	55088	HR- Dues	504	547	561	561	14	2.56%	547	(14)	-2.6%	SHRM(Director \$219), IPMA-HR-2 @\$156, Anhpetra 2@\$15
01415515	55091	HR- Education/Training	4,260	2,285	4,875	4,875	2,590	113.35%	2,285	(2,590)	-113.3%	Munis Training-\$600 per day 5 days recommended by Finance \$4,000 (\$800 to W&S) for new Munis upgrade, NHMA conference, \$150, IPMA-HR Conference, \$ 700, Sheehan Phinney Annual Labor Employment Review, \$25 and HR online training, \$800
01415515	55097	HR- Employee Relations	1,500	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Benefits Fair, employee service and recognition
01415515	55099	HR- Employee Notices	1,500	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Posting of open job positions
01415515	55106	HR- Office Equipment Purchase	200	-	350	350	350	-	(350)			Desk top scanner for HR Assistant
01415515	55190	HR-Mobile Communications	360	360	585	585	225	62.50%	360	(225)	-62.5%	Cell Phone Plan HR Director (\$48.75 per month-town phone and plan)
01415515	55200	HR- Office Supplies	775	775	775	775	-	0.00%	775	-	0.0%	Office supplies update filing system and address records retention issues
01415515	55224	HR- Postage			350	350	350		(350)			Estimated mailings to all employees 3 times a year
01415515	55226	HR- Pre-Employment Screening	600	600	600	600	-	0.00%	600	-	0.0%	Pre-employment expenses
01415515	55246	HR- Reference Materials	400	400	100	100	(300)	-75.00%	400	300	75.0%	Department Required Posters
01415515	55270	HR Software Agreement/Contract			180	180	180		(180)			E-Fax secure HIPPA compliant faxing system - monthly subscription
01415515	55308	HR- Travel Reimbursement	1,135	200	100	100	(100)	-50.00%	200	100	50.0%	Mileage, Tolls, Parking
01415515	55371	HR- Wage Reclassifications	21,890	7,500	15,000	15,000	7,500	100.00%	7,500	(7,500)	-100.0%	Wage adjustments/classifications (Currently 4 requests)
		General Expenses Total	34,445	16,143	27,797	27,797	11,654	72.19%	16,143	(11,654)	-72.2%	
01415515	55998	HR- Due from Water Fund	(14,538)	(14,574)	(18,145)	(18,130)	(3,556)	24.40%	(16,300)	1,830	-12.6%	10% to water fund
01415515	55999	HR- Due from Sewer Fund	(14,538)	(14,574)	(18,145)	(18,130)	(3,556)	24.40%	(16,300)	1,830	-12.6%	10% to sewer fund
		Due from Water/Sewer Funds	(29,076)	(29,148)	(36,291)	(36,260)	(7,112)	24.40%	(32,600)	3,660	-12.6%	
		Human Resources Total	150,748	132,735	172,959	172,836	40,101	30.21%	146,542	(26,294)	-19.8%	V
Transportation												
01419919	55040	GG - Transportation	1	1	1	1	-	0.00%	1	-	0.0%	Request from COAST bus service with \$ 16.77K to come from Transportation Fund 05
		Transportation Total	1	1	1	1	-	0.00%	1	-	0.0%	V
Legal												
01415320	55170	GG- Legal Expense	80,000	80,000	80,000	80,000	-	0.00%	80,000	-	0.0%	Professional legal services for Mitchell Municipal Group and other legal advisors
		Legal Total	80,000	80,000	80,000	80,000	-	0.00%	80,000	-	0.0%	V
Information Technology												
01415025	51110	IT- Sal/Wages FT	101,832	148,712	178,790	178,790	30,078	20.23%	174,812	(3,978)	-2.7%	3 FT: IT Coord (Split 80% GF and 20% CATV Fund); IT Tech (Split 40% GF, 5% Water/Sewer each, 50% CATV); Network Admin (FY) (12.5% Water/Sewer each)
01415025	51300	IT- Sal/Wages OT										
		Salaries Total	101,832	148,712	178,790	178,790	30,078	20.23%	174,812	(3,978)	-2.7%	
01415025	52100	IT- Health Insurance	17,587	35,437	17,985	17,858	(17,579)	-49.61%	17,858	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01415025	52110	IT- Dental Insurance	1,384	2,226	2,816	2,816	590	26.50%	2,816	-	0.0%	1.5% decrease in the premium rate
01415025	52120	IT- Life Insurance	113	185	221	221	36	19.46%	221	-	0.0%	No change in the premium rate
01415025	52130	IT- LTD Insurance	722	722	760	760	38	5.26%	760	-	0.0%	No change in the premium rate
01415025	52200	IT- FICA	6,314	9,220	11,085	11,085	1,865	20.23%	10,838	(247)	-2.7%	Based on wages: 6.2%
01415025	52210	IT- Medicare	1,477	2,156	2,592	2,592	436	20.23%	2,535	(58)	-2.7%	Based on wages: 1.45%
01415025	52300	IT- Retirement Town	11,375	19,108	25,138	25,138	6,030	31.56%	24,579	(559)	-2.9%	Based on wages: 14.06%
		Benefits Total	38,971	69,054	60,577	60,470	(8,584)	-12.43%	59,607	(864)	-1.3%	

Town of Exeter												
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01415025	55048	IT- Computer Software	17,500	21,700	30,400	30,400	8,700	40.09%	21,700	(8,700)	-40.1%	See Narrative
01415025	55058	IT- Contract Services	26,500	16,000	8,000	8,000	(8,000)	-50.00%	16,000	8,000	50.0%	cutting purchased support services in half but adding \$5000 for penetration testing recommended in our audit
01415025	55088	IT- Dues	-	-	184	184	184	100.0%	-	(184)	100.0%	ASCAP
01415025	55091	IT- Education/Training	2,800	2,700	3,000	3,000	300	11.11%	2,700	(300)	-11.1%	Online training for 1 FT employee (\$1300), Town Wide training on email security (\$1700)
01415025	55106	IT- Equipment Purchase	1,000	800	1,200	1,200	400	50.00%	800	(400)	-50.0%	Tools and furniture staff has increased
01415025	55138	IT- GIS Software	7,000	7,500	8,000	8,000	500	6.67%	7,500	(500)	-6.7%	Maps Online, ESRI licenses, increase to Support calls (Invoiced in November) Added \$1500 to explore productivity options requested by the Natural Resources
01415025	55159	IT- Internet Services	30,920	20,580	25,593	25,593	5,013	24.36%	20,580	(5,013)	-24.4%	See Narrative new email accounts; 12.5% allocated to Water/Sewer Funds each
01415025	55190	IT- Mobile Communications	400	600	960	960	360	60.00%	600	(360)	-60.0%	Cell Phone reimb for IT staff - 2 people now
01415025	55195	IT- Network Supplies	11,000	6,000	59,000	59,000	53,000	883.33%	6,000	(53,000)	-883.3%	Full server and storage refresh(\$52,800), Spare DNS server per audit recommendations (\$1500) Switching, environmental monitoring, Cabling, replacement drives and parts balance
01415025	55200	IT-Office Supplies	1,000	600	1,200	1,200	600	100.00%	600	(600)	-100.0%	See Narrative
01415025	55212	IT- Phone Reimbursement	-	-	-	-	-	0.0%	-	-	0.0%	Do not use this line item.
01415025	55213	IT- Phone Utilization	26,000	26,375	27,000	27,000	625	2.37%	26,375	(625)	-2.4%	12.5% allocated to Water/Sewer Funds each
01415025	55383	IT- Email Archiving	-	14,100	5,400	5,400	(8,700)	-61.70%	14,100	8,700	61.7%	12.5% allocated to Water/Sewer Funds each; See Narrative
01415025	55270	IT- Software Agreement	4,600	6,646	9,080	9,080	2,434	38.62%	6,646	(2,434)	-36.6%	See Narrative under service Contracts
01415025	55308	IT- Travel Reimbursement	-	-	-	-	-	-	-	-	-	Mileage for IT Coordinator
		General Expenses Total	128,720	123,601	179,017	179,017	55,416	44.83%	123,601	(55,416)	-44.8%	
01415025	57003	IT- CO- Computers	10,200	13,650	20,000	20,000	6,350	48.52%	13,650	(6,350)	-46.5%	16 PC plus 5 laptops and 8 monitors Prices running 30% above normal
01415025	57006	IT- CO- Equipment	4,300	3,000	1,500	1,500	(1,500)	-50.00%	3,000	1,500	50.0%	Doors, cameras and security systems
		Capital Outlay Total	14,500	16,650	21,500	21,500	4,850	29.13%	16,650	(4,850)	-29.1%	
01415025	55998	IT- Due from Water Fund	(14,581)	(33,277)	(26,568)	(26,559)	6,718	-20.19%	(26,011)	548	-1.6%	12.5% of wages/benefits for IT Coord and Network Admin; 5% of wages/benefits for IT Tech
01415025	55999	IT- Due from Sewer Fund	(14,581)	(33,277)	(26,568)	(26,559)	6,718	-20.19%	(26,011)	548	-1.6%	12.5% of wages/benefits for IT Coord and Network Admin; 5% of wages/benefits for IT Tech
		Due from Water/Sewer Funds	(29,162)	(66,554)	(53,136)	(53,118)	13,436	-20.19%	(52,022)	1,098	-1.8%	
		Information Technology Total	254,881	291,463	386,748	386,659	95,196	32.66%	322,648	(64,012)	-22.0%	V
Trustee of Trust Funds												
01413030	51000	TT- Sal/Wages Elected	828	828	828	828	-	0.00%	828	-	0.0%	Wages for Trustee of Trust funds
		Salaries Total	828	828	828	828	-	0.00%	828	-	0.0%	
01413030	52200	TT- FICA	51	51	51	51	-	0.00%	51	-	0.0%	Based on wages: 6.2%
01413030	52210	TT- Medicare	12	12	12	12	-	0.00%	12	-	0.0%	Based on wages: 1.45%
		Benefits Total	63	63	63	63	-	0.00%	63	-	0.0%	
		Trustee of Trust Funds Total	891	891	891	891	-	0.00%	891	-	0.0%	
Town Moderator												
01414040	51000	MO- Sal/Wages Elected	1,225	700	1,050	1,050	350	50.00%	1,050	-	0.0%	2 deliberative, 3 election, 1 special election
		Salaries Total	1,225	700	1,050	1,050	350	50.00%	1,050	-	0.0%	
01414040	52200	MO- FICA	76	43	65	65	22	50.00%	65	-	0.0%	Based on wages: 6.2%
01414040	52210	MO- Medicare	18	10	15	15	5	50.00%	15	-	0.0%	Based on wages: 1.45%
		Benefits Total	94	54	80	80	27	50.00%	80	-	0.0%	
		Town Moderator Total	1,319	754	1,130	1,130	377	50.00%	1,130	-	0.0%	V

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Town Clerk												
01414051	51000	TC- Sal/Wages Elected	-	-	-	-	-	-	-	-	-	1 FT: Town Clerk
01414051	51110	TC- Sal/Wages FT	206,693	213,432	218,479	218,479	5,047	2.36%	215,555	(2,924)	-1.4%	Includes 1 FT Town Clerk 1 FT Deputy TC + 2 FT Asst Clerks
01414051	51300	TC- Sal/Wages OT	300	300	300	300	-	0.00%	300	-	0.0%	OT for Assistant Clerks
01414051	51400	TC- Longevity Pay	900	950	1,050	1,000	50	5.26%	1,000	-	0.0%	Longevity for 1 Assistant Clerk
		Salaries Total	207,893	214,682	219,829	219,779	5,097	2.37%	216,855	(2,924)	-1.4%	
01414051	52100	TC- Health Insurance	65,010	66,042	66,825	66,431	389	0.59%	66,431	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01414051	52110	TC- Dental Insurance	5,900	5,900	5,811	5,811	(89)	-1.51%	5,811	-	0.0%	1.5% decrease in the premium rate
01414051	52120	TC- Life Insurance	270	270	270	270	-	0.00%	270	-	0.0%	No change in the premium rate
01414051	52130	TC- LTD Insurance	758	779	801	801	22	2.82%	801	-	0.0%	No change in the premium rate
01414051	52200	TC- FICA	12,889	13,310	13,629	13,626	316	2.37%	13,445	(181)	-1.4%	Based on wages: 6.2%
01414051	52210	TC- Medicare	3,014	3,113	3,188	3,187	74	2.37%	3,144	(42)	-1.4%	Based on wages: 1.45%
01414051	52300	TC- Retirement Town	23,222	27,127	30,908	30,901	3,774	13.91%	30,490	(411)	-1.5%	Based on wages: 14.06%
		Benefits Total	111,083	116,541	121,432	121,027	4,486	3.85%	120,392	(635)	-0.5%	
01414051	55049	TC- Computer Supplies	1,200	1,200	1,200	1,200	-	0.00%	1,200	-	0.0%	toner cartridges, validator ribbons, calculator ribbons
01414051	55050	TC- Conf/Room/Meals	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Mandatory Fall Conf, Spring Reg, TC Certification Training, NECTCA Conference, NEMCI&A Certification, Clerkworks Training, Election Training
01414051	55058	TC- Contract Services	1,700	1,700	-	-	(1,700)	-100.00%	1,700	1,700	100.0%	Moved to Office Equipment Lease
01414051	55084	TC- Dog Tags	1,000	600	600	600	-	0.00%	600	-	0.0%	Dog tags
01414051	55088	TC- Dues	300	300	300	300	-	0.00%	300	-	0.0%	IIMC -\$175; NHCTCA-\$30; NEACTC-\$35
01414051	55091	TC- Education/Training	1,000	200	2,000	2,000	1,800	900.00%	200	(1,800)	-900.0%	Registration Fees for Mandatory Fall Conf, Spring Regional, TC Certification Training, NECTCA Conf, NEMCI&A Certification, Elections
01414051	55106	TC- Equipment Purchase	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Computers, printers, copiers, office furniture, panels between work stations
01414051	55198	TC- Office Equipment Lease	3,233	3,233	4,993	4,993	1,760	54.44%	3,233	(1,760)	-54.4%	GreatAmerica Financial Serv.- 3 printers; Leaf - 1 Sharp printer
01414051	55199	TC- Office Equip Maintenance	500	480	480	480	-	0.00%	480	(80)	-16.0%	#DIV/0! Validators, Mobile printers used for elections
01414051	55200	TC- Office Supplies	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	copy paper, general office supplies, envelopes
01414051	55224	TC- Postage	5,000	5,000	5,000	5,000	-	0.00%	5,000	-	0.0%	dog civil forfeiture letters, letters & forms, weekly State work, monthly vital work, daily MV registrations
01414051	55241	TC- Record Retention	5,000	5,000	2,500	2,500	(2,500)	-50.00%	5,000	2,500	50.0%	Book Restoration
01414051	55246	TC- Reference Materials	300	300	300	300	-	0.00%	300	-	0.0%	Motor Vehicle Rules & Laws
01414051	55270	TC- Software Agreement/Contract	8,750	8,800	8,900	8,900	100	1.14%	8,800	(100)	-1.1%	Interware Development Contract for MV, Boats, Vitals, Transfer Station Permits, Credit Cards, Reports, Support, Dogs On-line prgm, CC machines
01414051	55308	TC- Travel Reimbursement	800	400	800	800	400	100.00%	400	(400)	-100.0%	Mandatory Fall Conf, Spring Reg, TC Certification Training, NECTCA Conference, NEMCI&A Certification, Clerkworks Training, Election Training
		General Expenses Total	34,783	32,733	33,073	33,073	340	1.04%	32,733	(340)	-1.0%	
		Town Clerk Total	353,739	363,956	374,334	373,879	9,923	2.73%	369,980	(3,899)	-1.1%	V
Elections												
01414052	51000	EL- Sal/Wages Elected	8,000	3,000	3,000	3,000	-	0.00%	3,000	-	0.0%	Supervisors of the Checklist-3 mandated election, 1 deliberative, 1 special election
01414052	51210	EL- Sal/Wages Temp	9,000	2,200	8,800	8,800	6,600	300.00%	2,200	(6,600)	-300.0%	Ballot Clerks for 3 mandated elections, 1 special election
		Salaries Total	17,000	5,200	11,800	11,800	6,600	126.92%	5,200	(6,600)	-126.9%	
01414052	52200	EL- FICA	1,054	322	732	732	409	126.92%	322	(409)	-126.9%	Based on wages: 6.2%
01414052	52210	EL- Medicare	247	75	171	171	96	126.92%	75	(96)	-126.9%	Based on wages: 1.45%
		Benefits Total	1,301	398	903	903	505	126.92%	398	(505)	-126.9%	

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01414052	55002	EL- Advertising	300	300	300	300	-	0.00%	300	-	0.0%	Legal Notices
01414052	55200	EL- Office Supplies	600	600	600	600	-	0.00%	600	-	0.0%	Copy paper, envelopes, general office supplies, and all supplies needed for election
01414052	55224	EL- Postage	1,500	660	4,000	4,000	3,340	506.08%	660	(3,340)	-506.1%	Mandated by SOS, sending absentee ballots and any other letters required to be sent by the Checklist Sups
01414052	55322	EL- Voting Expenses	9,000	4,000	6,500	6,500	2,500	62.50%	4,000	(2,500)	-62.5%	Mandated by SOS to pay for coding, printing, collating, shipping costs and any other Special Town Elections held by the Town
01414052	55323	EL- Voting Machines	900	900	900	900	-	0.00%	900	-	0.0%	Mandated by the State of NH for servicing and maintaining of the Accuvote Machines
		General Expenses Total	12,300	6,460	12,300	12,300	5,840	90.40%	6,460	(5,840)	-90.4%	
		Elections Total	30,601	12,058	25,003	25,003	12,945	107.36%	12,058	(12,945)	-107.4%	V
		Total General Government	1,139,582	1,167,515	1,319,652	1,321,012	163,497	14.12%	1,214,172	(106,840)	-8.2%	

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Finance Department												
Finance/Accounting												
01415001	51110	FI- Sal/Wages FT	230,255	243,985	250,585	250,585	6,620	2.71%	246,423	(4,162)	-1.7%	3 FT: Finance Dir, Sr Accountant, HR/Payroll Accountant
01415001	51300	FI- Sal/Wages OT	2,450	-	-	-	-	-	-	-	-	
01415001	51400	FI- Longevity Pay	-	-	-	-	-	-	-	-	-	
		Salaries Total	232,705	243,985	250,585	250,585	6,620	2.71%	246,423	(4,162)	-1.7%	
01415001	52100	FI- Health Insurance	65,940	68,042	66,825	59,499	(6,543)	-9.91%	59,499	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01415001	52110	FI- Dental Insurance	4,850	4,850	4,777	4,777	(73)	-1.51%	4,777	-	0.0%	1.5% decrease in the premium rate
01415001	52120	FI- Life Insurance	270	270	270	270	-	0.00%	270	-	0.0%	No change in the premium rate
01415001	52130	FI- LTD Insurance	1,032	1,060	1,076	1,076	16	1.51%	1,076	-	0.0%	No change in the premium rate
01415001	52200	FI- FICA	14,428	15,128	15,538	15,538	410	2.71%	15,278	(258)	-1.7%	Based on wages: 6.2%
01415001	52210	FI- Medicare	3,374	3,537	3,633	3,633	98	2.71%	3,573	(60)	-1.7%	Based on wages: 1.45%
01415001	52300	FI- Retirement Town	25,993	30,784	35,232	35,232	4,438	14.41%	34,647	(585)	-1.9%	Based on wages: 14.06%
		Benefits Total	115,887	121,679	127,350	120,024	(1,655)	-1.38%	119,120	(904)	-0.7%	
01415001	55014	FI- Audit Fees	27,500	29,500	26,250	26,250	(3,250)	-11.02%	29,500	3,250	11.0%	Annual Audit and Single Fees for Melanson & Heath
01415001	55017	FI- Bank Fees	500	1,000	1,000	1,000	-	0.00%	1,000	-	0.0%	Operating account bank fees
01415001	55050	FI- Conf/Room/Meals	500	500	500	500	-	0.00%	500	-	0.0%	Conferences/Meals for Finance Staff - NHGFOA
01415001	55058	FI- Contract Services	6,500	1,500	6,500	6,500	5,000	333.33%	1,500	(5,000)	-333.3%	Biennial GAS 74/75 Valuation, Report and Disclosure
01415001	55088	FI- Dues	100	100	100	100	-	0.00%	100	-	0.0%	NHGFOA and NESGFOA Dues
01415001	55091	FI- Education/Training	4,000	3,500	4,780	4,780	1,280	36.57%	3,500	(1,280)	-36.6%	Training and Education for 3 Finance Staff.
01415001	55198	FI- Office Equipment Leases	1,080	1,080	1,080	1,080	-	0.00%	1,080	-	0.0%	Copier Lease \$1,080
01415001	55200	FI- Supplies	5,000	4,000	4,000	4,000	-	0.00%	4,000	-	0.0%	Folders, check stock, envelopes, paper, tax forms, kitchen supplies, deposit tickets
01415001	55224	FI- Postage	2,300	2,300	2,500	2,500	200	8.70%	2,300	(200)	-8.7%	Postage for mailing checks and forms (postage increase in FY21)
01415001	55270	FI- Software Agreement	19,550	20,775	27,521	27,521	6,746	32.47%	20,775	(6,746)	-32.5%	Munis Software Agreement (6.3% increase per yr per contract)
01415001	55308	FI- Travel Reimbursement	1,200	200	1,300	1,300	1,100	550.00%	200	(1,100)	-550.0%	Tyler PACE travel and travel for 3 Finance employees
		General Expenses Total	68,230	64,455	75,531	75,531	11,076	17.18%	64,455	(11,076)	-17.2%	
01415001	55998	FI- Due from Water Fund	(43,574)	(45,706)	(47,242)	(46,326)	(621)	1.36%	(45,693)	633	-1.4%	12.5% Water Fund Offset
01415001	55999	FI- Due from Sewer Fund	(43,574)	(45,706)	(47,242)	(46,326)	(621)	1.36%	(45,693)	633	-1.4%	12.5% Sewer Fund Offset
		Due from Water/Sewer Funds	(87,148)	(91,411)	(94,484)	(92,652)	(1,241)	1.38%	(91,386)	1,268	1.3%	
		Finance/Accounting Total	329,674	338,688	358,982	353,488	14,800	4.37%	338,613	(14,875)	-4.4%	V
Treasurer												
01415002	51000	TR- Sal/Wages Elected	8,864	8,864	8,864	8,864	-	0.00%	8,864	-	0.0%	Wages for Elected PT Treasurer
		Salaries Total	8,864	8,864	8,864	8,864	-	0.00%	8,864	-	0.0%	
01415002	52200	TR- FICA	550	550	550	550	-	0.00%	550	-	0.0%	Based on wages: 6.2%
01415002	52210	TR- Medicare	129	129	129	129	-	0.00%	129	-	0.0%	Based on wages: 1.45%
		Benefits Total	678	678	678	678	-	0.00%	678	-	0.0%	
01415002	55088	TR- Dues	50	50	50	50	-	0.00%	50	-	0.0%	NHGFOA Dues
01415002	55091	TR- Education/Training	100	100	100	100	-	0.00%	100	-	0.0%	Training and Education
01415002	55200	TR - Supplies	100	100	100	100	-	0.00%	100	-	0.0%	Paper, pens, folders and binders
		General Expenses Total	250	250	250	250	-	0.00%	250	-	0.0%	
		Treasurer Total	9,792	9,792	9,792	9,792	-	0.00%	9,792	-	0.0%	V

Town of Exeter												
2022 Select Board General Fund Budget												
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Tax Collection												
01415003	51110	TX- Sal/Wages FT	105,234	104,465	95,906	95,906	(8,559)	-8.10%	94,678	(1,228)	-1.2%	2 FT: Deputy Tax Collector, Collections Specialist (Dept reorganization due to retirement)
01415003	51300	TX- Sal/Wages OT	-	-	-	-	-	-	-	-	-	
01415003	51400	TX- Longevity	1,500	1,500	-	-	(1,500)	-100.00%	-	-	0.0%	Collections Specialist longevity (retired in 2021)
		Salaries Total	106,734	105,965	95,906	95,906	(10,059)	-9.49%	94,678	(1,228)	-1.2%	
01415003	52100	TX- Health Insurance	19,593	19,786	29,927	29,749	9,963	50.35%	29,749	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022); Dept reorganization due to retirement
01415003	52110	TX- Dental Insurance	1,086	1,086	1,570	1,570	484	44.57%	1,570	-	0.0%	1.5% decrease in the premium rate; Dept reorganization due to retirement
01415003	52120	TX- Life Insurance	162	162	162	162	-	0.00%	162	-	0.0%	No change in the premium rate
01415003	52200	TX- FICA	6,618	6,570	5,946	5,946	(624)	-9.49%	5,870	(76)	-1.2%	Based on wages: 6.2%
01415003	52210	TX- Medicare	1,548	1,536	1,391	1,391	(146)	-9.49%	1,373	(18)	-1.2%	Based on wages: 1.45%
01415003	52300	TX- Retirement Town	11,922	13,397	13,484	13,484	87	0.65%	13,312	(173)	-1.3%	Based on wages: 14.06%
		Benefits Total	40,928	42,537	52,480	52,302	9,765	22.96%	52,036	(267)	-0.6%	
01415003	55017	TX- Bank Fees	5,500	5,500	200	200	(5,300)	-96.36%	5,500	5,300	96.4%	Lockbox cancelled Aug 2021, Tax Online ACH \$10/monthly. Should I include W/S bank fees in this line? Lockbox was 50/50 Tax/W/S but charged all to tax.
01415003	55050	TX- Conf/Room/Meals	600	50	425	425	375	750.00%	50	(375)	-750.0%	Conferences for DTC (NH Tax Collector Association)
01415003	55058	TX- Contract Services	3,000	1	1	1	-	0.00%	1	-	0.0%	Coverage for Collections Clerk (80 hours)
01415003	55073	TX- Deeded Property	3,500	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Expenses related to Tax deeded properties
01415003	55088	TX- Dues	50	50	50	50	-	0.00%	50	-	0.0%	NHTC Dues
01415003	55091	TX- Education/Training	4,225	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Education reimbursement
01415003	55170	TX- Legal Expenses	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Legal services for liens, deeds and bankruptcies.
01415003	55198	TX- Office Equipment Leases	2,156	2,156	2,156	2,156	-	0.00%	2,156	-	0.0%	Two Copier leases \$ \$179.60 per month
01415003	55200	TX- Supplies	2,400	1,800	1,800	1,800	-	0.00%	1,800	-	0.0%	Paper, Ink, Envelopes, Storage Boxes, printer
01415003	55224	TX- Postage	10,000	10,000	8,500	8,500	(1,500)	-15.00%	10,000	1,500	15.0%	Mailing delinquency, lien, and deed notices, tax bills. Lockbox mailbox cancelled
01415003	55247	TX- Registry of Deeds	950	950	950	950	-	0.00%	950	-	0.0%	Liens & deeds recordings at Registry of Deeds
01415003	55297	TX- Tax Billing Services	3,600	3,600	3,600	3,600	-	0.00%	3,600	-	0.0%	Processing fees and materials for tax bills
01415003	55298	TX- Tax Lien/Deeded Searches	4,000	4,000	4,000	4,000	-	0.00%	4,000	-	0.0%	Tax Lien Services
		General Expenses Total	41,981	34,107	27,882	27,882	(6,425)	-18.84%	34,107	6,425	18.8%	
01415003	55998	TX- Due from Water Fund	(36,916)	(37,126)	(37,097)	(37,052)	74	-0.20%	(36,678)	374	-1.0%	25% Water Fund Offset
01415003	55999	TX- Due from Sewer Fund	(36,916)	(37,126)	(37,097)	(37,052)	74	-0.20%	(36,678)	374	-1.0%	25% Sewer Fund Offset
		Due from Water/Sewer Funds Total	(73,831)	(74,251)	(74,193)	(74,104)	147	-0.20%	(73,357)	747	-1.0%	
		Tax Collection Total	115,812	108,358	101,875	101,786	(6,572)	-6.07%	107,484	5,678	5.6%	V
Assessing												
01415005	51110	AS- Sal/Wages FT	64,413	66,197	68,040	68,040	1,843	2.78%	66,527	(1,513)	-2.3%	1 FT: Deputy Assessor
01415005	51210	AS- Sal/Wages Temp	1	1	1	1	-	0.00%	1	-	0.0%	
		Salaries Total	64,414	66,198	68,041	68,041	1,843	2.78%	66,528	(1,513)	-2.3%	
01415005	52100	AS- Health Insurance	19,128	19,610	19,920	19,806	196	1.00%	19,806	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01415005	52110	AS- Dental Insurance	1,050	1,050	1,034	1,034	(16)	-1.52%	1,034	-	0.0%	1.5% decrease in the premium rate
01415005	52120	AS- Life Insurance	54	54	54	54	-	0.00%	54	-	0.0%	No change in the premium rate
01415005	52200	AS- FICA	3,994	4,104	4,219	4,219	114	2.78%	4,125	(94)	-2.3%	Based on wages: 6.2%
01415005	52210	AS- Medicare	934	960	987	987	27	2.78%	965	(22)	-2.3%	Based on wages: 1.45%
01415005	52300	AS- Retirement Town	7,195	8,356	9,566	9,566	1,210	14.49%	8,354	(213)	-2.5%	Based on wages: 14.06%
		Benefits Total	32,355	34,134	35,780	35,686	1,531	4.49%	35,337	(328)	-1.0%	

Town of Exeter												
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01415005	55050	AS- Conf/Room/Meals	100	50	50	50	-	0.00%	50	-	0.0%	Meetings - meals- room
01415005	55058	AS- Contract Services	110,500	110,500	110,500	110,500	-	0.00%	110,500	-	0.0%	Assessor contract with MRI
01415005	55088	AS- Dues	260	260	270	270	10	3.85%	260	(10)	-3.8%	IAAO & NHAHO dues
01415005	55091	AS- Education/Training	1,000	500	500	500	-	0.00%	500	-	0.0%	Course or seminar
01415005	55106	AS- Equipment Purchase	50	1	1	1	-	0.00%	1	-	0.0%	Small equipment
01415005	55128	AS- Fuel	1	1	1	1	-	0.00%	1	-	0.0%	Deputy Assessor position
01415005	55171	AS- Legal/Public Notices	50	50	50	50	-	0.00%	50	-	0.0%	Public Notices in news media
01415005	55180	AS- Mapping	5,200	4,000	4,150	4,150	150	3.75%	4,000	(150)	-3.8%	Yrly updates \$3,850 & Building placement \$15.00 per bldg
01415005	55198	AS- Office Equipment Lease	1,078	1,078	1,078	1,078	-	0.00%	1,078	-	0.0%	Printer Lease, \$89.80/mo
01415005	55200	AS- Supplies	1,250	750	500	500	(250)	-33.33%	750	250	33.3%	Toner, envelopes, general supplies
01415005	55224	AS- Postage	1,250	500	1,300	1,300	800	160.00%	500	(800)	-160.0%	Sales questionnaires,cyclical letters
01415005	55247	AS- Registry of Deeds	100	50	50	50	-	0.00%	50	-	0.0%	Plans,deeds & recording fees
01415005	55250	AS- Revaluation	1	1	1	1	-	0.00%	1	-	0.0%	Independent Appraiser
01415005	55270	AS- Software Agreement	36,000	16,920	15,535	15,535	(1,385)	-8.19%	16,920	1,385	8.2%	Vision contract \$7,150 web fee \$3,235 cloud fee \$5,150
01415005	55308	AS- Travel Reimbursement	1	1	1	1	-	0.00%	1	-	0.0%	Use of personal car -1 employee
		General Expenses Total	156,841	134,662	133,987	133,987	(675)	-0.50%	134,662	675	0.5%	
		Assessing Total	253,610	234,994	237,808	237,694	2,699	1.15%	236,527	(1,166)	-0.5%	V
		Total Finance	708,888	691,833	708,457	702,760	10,927	1.58%	692,396	(10,364)	-1.5%	

Town of Exeter												
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Planning & Development												
Planning												
01419101	51110	PL- Sal/Wages FT	103,067	105,347	151,209	151,209	45,862	43.53%	105,846	(45,363)	-43.1%	2 FT : Town Planner plus stipend for Planning Director's Sustainability Officer Duties (3 months); 1 FT Conservation/Sustainability Planner (9 months)
01419101	51200	PL- Sal/Wages PT	70,688	72,627	42,438	42,438	(30,189)	-41.57%	72,973	30,535	42.0%	1 Natl Resource Planner @ 27.5 hr/wk for 3 months; 1 Admin Asst @ 25 hr/wk; Recording Sec @ \$15 per hr
		Salaries Total	173,755	177,974	193,647	193,647	15,673	8.81%	178,819	(14,828)	-8.3%	
01419101	52100	PL- Health Insurance	25,823	-	-	-	-	-	-	-	-	1.6% increase in the premium rate
01419101	52110	PL- Dental Insurance	1,900	1,900	3,119	3,119	1,219	64.16%	3,119	-	0.0%	1.5% decrease in the premium rate; 1 FT Conservation/Sustainability Planner (9 months)
01419101	52120	PL- Life Insurance	108	108	144	144	36	33.33%	144	-	0.0%	No change in the premium rate; 1 FT Conservation/Sustainability Planner (9 months)
01419101	52130	PL- LTD Insurance	929	943	970	970	27	2.86%	970	-	0.0%	No change in the premium rate
01419101	52200	PL- FICA	10,773	11,034	12,008	12,008	972	8.81%	11,087	(919)	-8.3%	Based on wages: 6.2%
01419101	52210	PL- Medicare	2,519	2,581	2,808	2,808	227	8.81%	2,593	(215)	-8.3%	Based on wages: 1.45%
01419101	52300	PL- Retirement Town	11,513	13,297	21,260	21,260	7,963	59.89%	14,882	(6,378)	-48.0%	Based on wages: 14.06%
		Benefits Total	53,565	29,863	40,307	40,307	10,444	34.97%	32,795	(7,512)	-25.2%	
01419101	55050	PL- Conf/Room/Meals	1,000	200	200	200	-	0.00%	200	-	0.0%	APA Conference, Seminars/training. \$600 decrease due to potential impact of pandemic on in person events.
01419101	55058	PL- Contract Services	1	1	1	1	-	0.00%	1	-	0.0%	
01419101	55088	PL- Dues	13,000	13,000	13,315	13,315	315	2.42%	13,000	(315)	-2.4%	Rockingham Planning Commission annual dues (2022 - \$13,000 estimated), APA dues (\$315).
01419101	55091	PL- Education/Training	500	500	500	500	-	0.00%	500	-	0.0%	Seminars/Training for planning staff, board members
01419101	55138	PL- GIS Software	3,500	3,500	3,500	3,500	-	0.00%	3,500	-	0.0%	Annual support and maintenance for building permit/zoning software. Paid annually in the fall.
01419101	55138	PL- Grant Matching	2,500	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	No grants targeted at this time but to be ready if one comes along
01419101	55155	PL- Inspection Services	1	1	1	1	-	0.00%	1	-	0.0%	Placeholder for third party inspection as needed
01419101	55171	PL- Legal/Public Notices	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Primarily for Planning Board cases but also covers Planning dept.
01419101	55180	PL- Mapping	400	-	-	-	-	-	-	-	#DIV/0!	Hasn't been spent in prior years due to in-house capabilities
01419101	55200	PL- Office Supplies	4,500	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Misc office supplies. Covers Planning & Building depts.
01419101	55384	PL- Sustainability Expense	-	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	Added by BRC in 2021.
01419101	55224	PL- Postage	4,000	4,000	4,000	4,000	-	0.00%	4,000	-	0.0%	Covers Planning and Building departments as well as Planning Board packages and administration of cases.
01419101	55227	PL- Printing	750	400	400	400	-	0.00%	400	-	0.0%	Used for large printing jobs such as Zoning Ordinance
01419101	55246	PL- Reference Material	400	425	425	425	-	0.00%	425	-	0.0%	Includes Exeter Newspaper (\$160) and Registry Review (\$229), RSA books and other reference material
01419101	55289	PL- Studies	15,000	5,000	5,000	5,000	-	0.00%	5,000	-	0.0%	Conducting zoning analysis with 2021 funds. No decisions have been made for 2022 at this time but will work on Master Plan Action Agenda items.
01419101	55308	PL- Travel Reimbursement	1,000	200	800	800	600	300.00%	200	(600)	-300.0%	To cover mileage for staff to attend training, workshops, meetings, etc.
		General Expenses Total	48,552	38,227	37,142	37,142	915	2.53%	36,227	(915)	-2.5%	
01419101	57000	PL-CO-Capital Outlay	1	-	-	-	-	-	-	-	-	
		Capital Outlay Total	1	-	-	-	-	-	-	-	-	
		Planning Total	275,873	244,064	271,096	271,096	27,032	11.08%	247,841	(23,255)	-9.5%	V

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Economic Development												
01465207	51110	ED- Sal/Wages FT	91,621	93,751	96,361	96,361	2,610	2.78%	94,218	(2,143)	-2.3%	1 FT: ED Director
01465207	51200	ED- Sal/Wages PT	3,000	-	-	-	-	-	-	-	-	Removed Intem \$3k
		Salaries Total	94,621	93,751	96,361	96,361	2,610	2.78%	94,218	(2,143)	-2.3%	
01465207	52100	ED- Health Insurance	27,078	26,955	27,017	26,848	(107)	-0.40%	26,848	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01465207	52110	ED- Dental Insurance	1,900	1,900	1,871	1,871	(29)	-1.53%	1,871	-	0.0%	1.5% decrease in the premium rate
01465207	52120	ED- Life Insurance	108	108	108	108	-	0.00%	108	-	0.0%	No change in the premium rate
01465207	52130	ED- LTD Insurance	861	881	906	906	25	2.84%	906	-	0.0%	No change in the premium rate
01465207	52200	ED- FICA	5,867	5,813	5,974	5,974	162	2.78%	5,842	(133)	-2.3%	Based on wages: 6.2%
01465207	52210	ED- Medicare	1,372	1,359	1,397	1,397	38	2.78%	1,366	(31)	-2.3%	Based on wages: 1.45%
01465207	52300	ED- Retirement Town	10,234	11,833	13,548	13,548	1,715	14.50%	13,247	(301)	-2.5%	Based on wages: 14.06%
		Benefits Total	47,420	48,849	50,822	50,653	1,804	3.69%	50,188	(465)	-1.0%	
01465207	55050	ED- Conf/Meals	1,200	1	1,200	1,200	1,199	119900.00%	1	(1,199)	-119900.0%	OU EDI Conference and accommodations -5 Days
01465207	55055	ED- Consulting Services	3,000	3,000	1,200	1,200	(1,800)	-60.00%	3,000	1,800	60.0%	Consulting (prop appraisals, marketing, etc.)
01465207	55091	ED- Education/Training	1,900	1	1,900	1,900	1,899	189900.00%	1	(1,899)	-189900.0%	OU EDI final classes
01465207	55190	ED- Mobile Communications	1,000	1,000	600	600	(400)	-40.00%	1,000	400	40.0%	Cell Phone for ED Director - Savings with new plan
01465207	55200	ED- Office Supplies	400	400	400	400	-	0.00%	400	-	0.0%	Paper, Pens, Ink, etc.
01465207	55308	ED -Travel Reimbursement	1,800	300	800	800	500	166.67%	300	(500)	-166.7%	Mileage for ED Director, Airfare to OU EDI Copnference
		General Expenses Total	9,300	4,702	6,100	6,100	1,398	29.73%	4,702	(1,398)	-29.7%	
		Total Economic Development	151,341	147,302	153,283	153,114	5,812	3.95%	149,108	(4,006)	-2.7%	V
Inspections & Code Enforcement												
01424002	51110	BI- Sal/Wages FT	149,776	154,124	157,582	157,582	3,458	2.24%	154,891	(2,691)	-1.7%	2 FT: Building Inspector, Deputy CEO
01424002	51200	BI- Sal/Wages PT	38,648	37,820	38,857	38,857	1,037	2.74%	37,993	(864)	-2.3%	1 PT: Electrical Inspector (24 Hrs/Wk)
		Salaries Total	188,424	191,944	196,439	196,439	4,495	2.34%	192,884	(3,555)	-1.9%	
01424002	52100	BI- Health Insurance	40,115	39,395	40,025	39,775	380	0.96%	39,775	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01424002	52110	BI- Dental Insurance	2,100	2,100	2,069	2,069	(31)	-1.48%	2,069	-	0.0%	1.5% decrease in the premium rate
01424002	52120	BI- Life Insurance	216	216	216	216	-	0.00%	216	-	0.0%	No change in the premium rate
01424002	52130	BI- LTD Insurance	813	838	861	861	23	2.74%	861	-	0.0%	No change in the premium rate
01424002	52200	BI- FICA	11,682	11,901	12,179	12,179	279	2.34%	11,959	(220)	-1.9%	Based on wages: 6.2%
01424002	52210	BI- Medicare	2,732	2,783	2,848	2,848	65	2.34%	2,797	(52)	-1.9%	Based on wages: 1.45%
01424002	52300	BI- Retirement Town	16,730	19,454	22,156	22,156	2,702	13.89%	21,778	(378)	-1.9%	Based on wages: 14.06%
		Benefits Total	74,388	76,687	80,355	80,105	3,418	4.46%	79,454	(650)	-0.8%	
01424002	55050	BI- Conf/Room/Meals	500	250	250	250	-	0.00%	250	-	0.0%	NE Building Officials Association Conference
01424002	55088	BI- Dues	300	300	300	300	-	0.00%	300	-	0.0%	RNI and NHBOA Dues
01424002	55128	BI- Fuel	782	750	750	750	-	0.00%	750	-	0.0%	Fuel for BI
01424002	55190	BI- Mobile Communications	460	460	600	600	140	30.43%	460	(140)	-30.4%	Cell Phone for BI
01424002	55308	BI- Travel Reimbursement	1,000	1,000	1,000	1,000	-	0.00%	1,000	-	0.0%	Mileage for Electrical inspector
01424002	55319	BI- Vehicle Maintenance	1	1	1	1	-	0.00%	1	-	0.0%	
		General Expenses Total	3,043	2,761	2,901	2,901	140	5.07%	2,761	(140)	-5.1%	
		Inspections & Code Enf Total	265,855	271,392	279,695	279,445	8,053	2.97%	275,099	(4,345)	-1.6%	V

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Conservation Commission												
01461105	51200	CC- Sal/Wages PT	1,000	1,000	1,000	1,000	-	0.00%	1,000	-	0.0%	Recording secretaries @ \$15/hr avg about 6 hr/mtg
01461105	51210	CC- Sal/Wages Temp	2,520	2,520	2,520	2,520	-	0.00%	2,520	-	0.0%	Interns 2@12/hr, 15 hrs/wk for 7 wks
		Salaries Total	3,520	3,520	3,520	3,520	-	0.00%	3,520	-	0.0%	
01461105	52200	CC- FICA	218	218	218	218	-	0.00%	218	-	0.0%	Based on wages: 6.2%
01461105	52210	CC- Medicare	51	51	51	51	-	0.00%	51	-	0.0%	Based on wages: 1.45%
		Benefits Total	269	269	269	269	-	0.00%	269	-	0.0%	
01461105	55044	CC- Community Services	500	500	-	-	(500)	-100.00%	500	500	100.0%	Moved to Conservation Land Administration
01461105	55051	CC- Conservation Land Administration	1,350	1,550	2,050	2,050	500	32.26%	1,550	(500)	-32.3%	Covers costs for outreach activities (Spring Tree program, pollinator projects, star gazing event, etc), trail maintenance (bridge, signs, paint, etc) and conservation land administration work such as property monitoring and maintenance needs like invasive brush removal, and supplies such as tools, gloves and equipment.
01461105	55058	CC- Contract Services	1,000	1,000	1,000	1,000	-	0.00%	1,000	-	0.0%	Raynes minor maintenance repair needs.
01461105	55088	CC- Dues	1,000	1,000	1,200	1,200	200	20.00%	1,000	(200)	-20.0%	For board to join related organizations: ESRLAC (\$150), NHACC (\$850), SELT (\$150)
01461105	55091	CC- Education/Training	450	250	250	250	-	0.00%	250	-	0.0%	Training for board members and/or natl resource planner (NHACC-3 members and other workshops)
01461105	55171	CC- Legal/Public Notices	50	50	50	50	-	0.00%	50	-	0.0%	Covers approx 1 legal notice typ in newspaper
01461105	55224	CC- Postage	20	20	20	20	-	0.00%	20	-	0.0%	Mailings to ConCom members (mostly elect distr)
01461105	55247	CC- Registry of Deeds	30	30	30	30	-	0.00%	30	-	0.0%	Fee for registry of deeds (typically printing plans, deeds)
01461105	55254	CC- Roadside Mowing	1,850	1,850	1,700	1,700	(150)	-8.11%	1,850	150	8.1%	Mowing White, Perry, Irvine and 1/2 of Morrissette \$1,850. This is paid out Oct-Dec
01461105	55293	CC- Supplies	-	-	-	-	-	-	-	-	-	Weather proof paper
01461105	55304	CC- Trail Mgmt Maintenance	-	-	-	-	-	-	-	-	-	Category omitted 2021
		General Expenses Total	6,250	6,250	6,300	6,300	50	0.80%	6,250	(50)	-0.8%	
		Conservation Commission Total	10,039	10,039	10,089	10,089	50	0.50%	10,039	(50)	-0.5%	V
Renewable Energy Expense												
01419118	51200	SU- Sal/Wages PT	-	-	-	-	-	-	-	-	-	PT Sustainability Coordinator @ 24 hrs/wk (8 Mos)
		Salaries Total	-	-	-	-	-	-	-	-	-	
01419118	52200	SU- FICA	-	-	-	-	-	-	-	-	-	Based on wages: 6.2%
01419118	52210	SU- Medicare	-	-	-	-	-	-	-	-	-	Based on wages: 1.45%
		Benefits Total	-	-	-	-	-	-	-	-	-	
01419118	55547	ENR- Renewable Energy Expense	-	1	1	1	-	0.00%	1	-	0.0%	Potential Grant Matching
01419118	55227	SU- Printing	-	-	-	-	-	-	-	-	-	Printing for public information and materials
01419118	55233	SU- Public Services	-	-	-	-	-	-	-	-	-	Film festival, public forums
01419118	55091	SU- Conf Rooms/Meals	-	-	-	-	-	-	-	-	-	Conference and travel expenses
		General Expenses Total	-	1	1	1	-	0.00%	1	-	0.0%	
		Renewable Energy Expense	-	1	1	1	-	0.00%	1	-	0.0%	V
Zoning Board of Adjustment												
01419103	51200	ZO- Sal/Wages PT	860	860	860	860	-	0.00%	860	-	0.0%	Recording secretaries @ \$15 per hour
		Salaries Total	860	860	860	860	-	0.00%	860	-	0.0%	
01419103	52200	ZO- FICA	53	53	53	53	-	0.00%	53	-	0.0%	
01419103	52210	ZO- Medicare	12	12	12	12	-	0.00%	12	-	0.0%	
		Benefits Total	66	66	66	66	-	0.00%	66	-	0.0%	
01419103	55091	ZO- Education/Training	200	200	200	200	-	0.00%	200	-	0.0%	min. training allotment for board members
01419103	55171	ZO- Legal/Public Notices	1,200	1,200	1,200	1,200	-	0.00%	1,200	-	0.0%	

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01419103	55224	ZO- Postage	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	expenses are estimated for ZBA case administration (majority of costs paid by applicant)
		General Expenses Total	3,400	3,400	3,400	3,400	-	0.00%	3,400	-	0.0%	
		Zoning Total	4,326	4,326	4,326	4,326	-	0.00%	4,326	-	0.0%	V

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Historic District Commission												
01419104	51200	HD- Sal/Wages PT	650	650	650	650	-	0.00%	650	-	0.0%	Recording secretaries @ \$15 per hour
		Salaries Total	650	650	650	650	-	0.00%	650	-	0.0%	
01419104	52200	HD- FICA	40	40	40	40	-	0.00%	40	-	0.0%	Based on wages: 6.2%
01419104	52210	HD- Medicare	9	9	9	9	-	0.00%	9	-	0.0%	Based on wages: 1.45%
		Benefits Total	50	50	50	50	-	0.00%	50	-	0.0%	
01419104	55050	HD-Conf Rooms/Meals	200	200	200	200	-	0.00%	200	-	0.0%	
01419104	55088	HD- Dues	50	50	50	50	-	0.00%	50	-	0.0%	Min amt for dues associated with various organizations work with HDCs
01419104	55091	HD- Education/Training	200	200	200	200	-	0.00%	200	-	0.0%	min. training allotment for board members
01419104	55138	HD- Grant Matching	10,000	1,000	1,000	1,000	-	0.00%	1,000	-	0.0%	CLG (Certified Local Government) Grant match
01419104	55171	HD- Legal/Public Notices	100	100	100	100	-	0.00%	100	-	0.0%	
01419104	55224	HD- Postage	350	350	350	350	-	0.00%	350	-	0.0%	Expenses are estimated for HDC case administration
01419104	55227	HD- Printing	125	125	125	125	-	0.00%	125	-	0.0%	Printing needs for HDC as they arise
01419104	55248	HD- Reference Material	100	100	100	100	-	0.00%	100	-	0.0%	
		General Expenses Total	11,125	2,125	2,125	2,125	-	0.00%	2,125	-	0.0%	
		Historic District Commission Total	11,825	2,825	2,825	2,825	-	0.00%	2,825	-	0.0%	V
Heritage Commission												
01419108	51200	HC- Sal/Wages PT	540	540	540	540	-	0.00%	540	-	0.0%	Recording secretaries @ \$15 per hour
		Salaries Total	540	540	540	540	-	0.00%	540	-	0.0%	
01419108	52200	HC- FICA	33	33	33	33	-	0.00%	33	-	0.0%	Based on wages: 6.2%
01419108	52210	HC- Medicare	8	8	8	8	-	0.00%	8	-	0.0%	Based on wages: 1.45%
		Benefits Total	41	41	41	41	-	0.00%	41	-	0.0%	
01419108	55058	HC- Contract Services		1	1	1	-	0.00%	1	-	0.0%	
01419108	55088	HC- Dues	50	50	50	50	-	0.00%	50	-	0.0%	
01419108	55091	HC- Education/Training	200	200	200	200	-	0.00%	200	-	0.0%	Min. training allotment for board members
01419108	55138	HC- Grant Matching	1	1	1	1	-	0.00%	1	-	0.0%	
01419108	55224	HC- Postage	25	25	25	25	-	0.00%	25	-	0.0%	Expenses are estimated for Heritage Commission case administration
01419108	55227	HC- Printing	35	35	35	35	-	0.00%	35	-	0.0%	
		General Expenses Total	311	312	312	312	-	0.00%	312	-	0.0%	
01419108	55347	Transfer Out									0.0%	
			-	-	-	-	-	-	-	-	0.0%	Year End Balance Transfer
		Heritage Commission Total	892	893	893	893	-	0.00%	893	-	0.0%	V
		Total Planning & Development	720,151	680,842	722,208	721,789	40,947	6.01%	690,132	(31,657)	-4.6%	V

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Police Department												
Police												
	51110	Sal/Wages FT	1,740,359	1,762,738	1,772,317	1,772,317	9,579	0.54%	1,764,494	(7,823)	-0.4%	29 FT (Chief, Deputy, Sergeants, Lieutenant, Officers, ACO, Admin)
	51125	First Responder Stipend	-	-	-	-	-	-	-	-	0.0%	Paid for by Coronavirus Relief Fund
	51150	Vacation Replacement OT	46,587	46,587	46,587	46,587	-	0.00%	46,587	-	0.0%	Shift replacement OT
	51200	Sal/Wages PT	35,882	14,500	14,500	14,500	-	0.00%	14,500	-	0.0%	1 PT officer, 1 PT secretarial/admin
	51300	Sal/Wages OT	97,000	97,000	97,000	97,000	-	0.00%	97,000	-	0.0%	Coverage OT, special OT
	51350	FEMA Storm Related OT	1	1	1	1	-	0.00%	1	-	0.0%	
	51400	Longevity Pay	2,300	1,700	1,750	1,750	50	2.94%	1,750	-	0.0%	For hires before 1/1/2010 only
	51410	Sick Replacement OT	19,250	19,250	19,250	19,250	-	0.00%	19,250	-	0.0%	Shift replacement OT
	51420	Holiday Pay	58,920	59,471	58,303	58,514	(957)	-1.61%	58,514	-	0.0%	
	51425	Firearm Incentive	1,500	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Instructor incentive of \$500 per employee
	51430	Field Training Incentive OT	5,491	5,000	5,000	5,000	-	0.00%	5,000	-	0.0%	Section 10.13 of current CBA
	51450	Education Incentive	3,660	4,160	4,160	4,160	-	0.00%	4,160	-	0.0%	Ed pay for those hired prior to 1/1/2010
	51455	Training Regular Pay	-	-	-	-	-	-	-	-	0.0%	
	51440	Training Coverage - OT	-	-	-	-	-	-	-	-	0.0%	
		Salaries Total	2,010,950	2,011,907	2,020,368	2,020,579	8,672	0.43%	2,012,756	(7,823)	-0.4%	
	52100	Health Insurance	422,102	479,896	475,190	472,448	(7,448)	-1.55%	472,448	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
	52110	Dental Insurance	34,151	33,317	33,138	32,301	(1,018)	-3.05%	32,301	-	0.0%	1.5% decrease in the premium rate
	52120	Life Insurance	1,674	1,728	1,782	1,782	54	3.13%	1,782	-	0.0%	No change in the premium rate
	52130	LTD Insurance	981	1,014	1,068	1,068	54	5.33%	1,068	-	0.0%	No change in the premium rate
	52200	FICA	13,417	12,350	12,480	12,480	130	1.05%	12,373	(107)	-0.9%	Based on wages: 6.2%
	52210	Medicare	29,159	29,203	29,295	29,293	89	0.31%	29,179	(113)	-0.4%	Based on wages: 1.45%
	52300	Retirement Town	20,164	23,264	26,263	26,263	2,999	12.89%	26,020	(243)	-0.9%	Based on wages: 14.06%
	52310	Retirement Police	510,191	567,168	616,302	616,245	49,077	8.65%	614,007	(2,238)	-0.4%	Based on wages: 33.88%
		Benefits Total	1,031,839	1,147,940	1,195,518	1,191,860	43,939	3.83%	1,189,178	(2,701)	-0.2%	
	55001	Accreditation	4,014	5,716	5,922	5,922	208	3.60%	5,716	(208)	-3.5%	Guardian Tracking (\$1581) and PowerDMS document management software yearly account renews in August (\$4341)-is necessary to continue towards CALEA Accreditation
	55035	Chiefs Expenses	1,000	1,000	1,200	1,200	200	20.00%	1,000	(200)	-16.7%	Covers empl. awards, retirements, dept meetings, hosting meals
	55043	Community Relations	2,500	2,500	7,500	7,500	5,000	200.00%	2,500	(5,000)	-66.7%	Contractor will assist as Public information officer,plaques, dare, crime prevention items includes NNO yearly, Halloween safety, Child badges, safety seats, etc.
	55045	Vehicle Computer Equipment	5,800	6,565	6,565	6,565	-	0.00%	6,565	-	0.0%	Update/cruiser laptops with purchase and install one new Rhino Tablet with mount and antenna
	55047	Computer Maintenance/Service Contract	18,575	17,500	17,500	17,500	-	0.00%	17,500	-	0.0%	Certified Computer Solutions (\$16,440) which is a 5 year contract-this is 3rd year, PD laptop service (\$375), Cross Agency expense for IMC (\$400)
	55050	Conf/Room/Meals	3,000	3,000	3,000	3,000	-	0.00%	3,000	-	0.0%	Professional Development training conferences for the Chief and Deputy Chief- IACP convention etc.
	55057	Prosecutor Service	45,000	35,000	35,000	35,000	-	0.00%	35,000	-	0.0%	Per diem contracts with attorneys for assistance with Police Prosecution involves motion drafting, advising, and courtroom assistance, etc.
	55064	Court Mileage Reimbursement	1	1	1	1	-	0.00%	1	-	0.0%	
	55549	Covid-19 Expenses	-	1	-	-	(1)	-100.00%	1	1	0.0%	Expenses related to safety and maintenance for Covid-19
	55087	Dry Cleaning	15,000	12,000	10,800	10,800	(1,200)	-10.00%	12,000	1,200	11.1%	Contractual cost increase
	55088	Dues	8,350	8,545	8,918	8,918	373	4.37%	8,545	(373)	-4.2%	Yearly dues for SERT, NENA 911, NESPIN,Child Advocacy Center, and professional association memberships

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	55091	Education/Training	13,000	13,000	17,000	17,000	4,000	30.77%	13,000	(4,000)	-23.5%	Training course costs/meal reimbursement for the entire department (including civilians), increase for yearly mental health training for all officers and dispatchers with MHP
	55106	Equipment Purchase	20,752	17,750	17,750	17,750	-	0.00%	17,750	-	0.0%	Mountain bike parts, stop stick replacement, flashlights, some building improvement costs, furniture/boards, Taser cartridges, less lethal tools- OC
	55128	Fuel	42,192	43,440	40,000	40,000	(3,440)	-7.92%	43,440	3,440	8.6%	Fuel for patrol vehicles using monthly average at the rate of \$2.35 ESTIMATE
	55133	General Expenses	8,850	6,000	6,000	6,000	-	0.00%	6,000	-	0.0%	Towing charges, patrol enforcement supplies radar replacements, speed signs, promotional testing materials, hiring costs includes polygraph, medical, and psychological testing, Livescan fee (\$478), etc.
	55138	Grant Matching	1	1	-	-	(1)	-100.00%	1	1	#DIV/0!	
	55160	Investigation	5,000	5,000	5,000	5,000	-	0.00%	5,000	-	0.0%	Covers drug investigation costs and equipment
	55190	Mobile Communications	3,146	3,147	5,253	5,253	2,106	66.92%	3,147	(2,106)	-40.1%	AT&T FirstNet department cell and laptop modem plan- there is also a Dispatch phone fallover plan- We put all mobile comms expense lines (Staff and Patrol) into this one single line item-overall increase of \$2106 yearly
	55193	Munitions	11,717	12,000	15,700	15,700	3,700	30.83%	12,000	(3,700)	-23.6%	There is an ammunition shortage across the country and an increase in firearms ammunition costs (pistol and rifle). We will also need to add a rifle to our shooting simulator as currently we have only pistols (\$2,700). This line item also includes items for training and equipment for bean bag shotguns and simulated shooting drills protective gear, and includes the cost of both lethal and less lethal ammunition, gun accessories and cleaning, targets, range fees, etc.
	55199	Office Equipment Maintenance	5,724	5,725	5,725	5,725	-	0.00%	5,725	-	0.0%	Maintenance contract of 6 machines including: copier printers and all service, parts, and labor
	55200	Office Supplies	11,800	11,800	11,800	11,800	-	0.00%	5,200	(6,600)	-55.9%	Office supplies, new contract eliminates ink toner, evidence, prosecution, photo
	55224	Postage	1,329	1,200	1,200	1,200	-	0.00%	1,200	-	0.0%	Postage costs for mailings
	55270	Software Agreement	17,068	17,070	17,855	17,855	785	4.60%	17,070	(785)	-4.4%	Central Square IMC full contract- records, emergency operations, and interface for POL and FD Dispatch Center
	55314	Uniforms	15,385	15,385	16,200	16,200	815	5.30%	15,385	(815)	-5.0%	Cost for uniforms and uniform related equipment for 40 employees- include bullet proof vest replacements and contractual clothing allowance for staff division of \$400 each/year.
	55319	Vehicle Maintenance	21,000	21,000	21,000	21,000	-	0.00%	21,000	-	0.0%	Covers repair costs for 19 vehicles
	55321	Veterinarian Service	2,150	2,150	1,000	1,000	(1,150)	-53.49%	2,150	1,150	115.0%	contract with SPCA (\$750), unforeseen animal vet charges, rabies testing
	55104	Veterinarian Equipment	800	500	300	300	(200)	-40.00%	500	200	66.7%	ACO equipment added splitting cost of the online dog licensing lookup software management with Town Clerk
		General Expenses Total	283,154	266,988	278,189	278,189	11,193	4.19%	280,396	(17,793)	-6.4%	
	57009	Capital Outlay -Vehicles	-	-	-	-	-	-	-	-	0.0%	
	55544	Capital Outlay - Parking Enforcement Equipment	1	1	-	-	(1)	-100.00%	-	-	0.0%	
		Capital Outlay Total	1	1	-	-	(1)	-100.00%	-	-	0.0%	
		Total Police Department	3,325,944	3,426,844	3,494,076	3,490,648	63,803	1.86%	3,482,330	(28,317)	-0.8% V	

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Fire Department												
	51110	Sal/Wages FT	1,977,689	1,969,487	1,983,185	1,983,185	13,698	0.70%	1,925,563	(57,622)	-2.9%	31 FT 2 New Firefighter/AEMT positions are included. Proposed to start after July 2022
	51120	Sal/Wages Stipend	500	500	-	-	(500)	-100.00%	500	500	100.0%	
	51125	First Responder Stipend										Paid for by Coronavirus Relief Fund - Not in Budget
	51150	Vacation Replacement OT	25,587	18,362	19,487	19,487	1,125	6.13%	19,487	-	0.0%	Shift replacement OT for vacations
	51200	Sal/Wages PT	17,489	17,488	1	1	(17,487)	-99.99%	1	-	0.0%	1 PT: Office Clerk (20hr/wk) NOT funded in FY22
	51300	Sal/Wages Call Back OT	120,159	109,409	100,136	100,136	(9,273)	-8.48%	100,136	-	0.0%	General OT - call back
	51130	Personal Replacement OT	24,618	20,557	19,397	19,397	(1,160)	-5.64%	19,397	-	0.0%	Shift replacement OT for personal leave
	51350	FEMA Storm Related OT	1	1	1	1	-	0.00%	1	-	0.0%	
	51400	Longevity Pay	6,850	5,050	2,700	2,700	(2,350)	-46.53%	2,700	-	0.0%	For employees hired prior to 1/1/2006
	51410	Sick Replacement OT	30,377	31,943	34,305	34,305	2,362	7.39%	34,305	-	0.0%	
	51420	Holiday Pay	97,259	92,348	93,450	93,450	1,102	1.19%	93,450	-	0.0%	
	51600	Sal/Wages On Call	5,000	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	
	51440	Training OT										
		Salaries Total	2,305,509	2,267,625	2,255,162	2,255,162	(12,463)	-0.55%	2,198,040	(57,122)	-2.5%	
	52100	Health Insurance	445,329	415,170	431,085	445,505	30,335	7.31%	445,505	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
	52110	Dental Insurance	41,241	40,227	38,311	38,311	(1,916)	-4.76%	38,311	(0)	0.0%	1.5% decrease in the premium rate
	52120	Life Insurance	1,890	1,945	1,990	1,990	45	2.31%	1,990	-	0.0%	No change in the premium rate
	52130	LTD Insurance	1,089	1,001	1,042	1,042	41	4.10%	1,042	-	0.0%	No change in the premium rate
	52200	FICA	5,121	4,976	3,059	3,059	(1,917)	-38.52%	2,989	(90)	-2.9%	Based on wages: 6.2%
	52210	Medicare	31,750	32,881	32,700	32,700	(181)	-0.55%	31,864	(836)	-2.6%	Based on wages: 1.45%
	52300	Retirement Town	6,713	7,611	6,586	6,586	(1,025)	-13.47%	6,383	(203)	-3.1%	Based on wages: 14.06%
	52320	Retirement Fire	668,877	691,675	727,700	727,700	36,025	5.21%	709,037	(18,663)	-2.6%	Based on wages: 32.99%
		Benefits Total	1,202,010	1,195,486	1,242,453	1,256,893	61,407	5.14%	1,237,101	(19,792)	-1.6%	
	55019	Breathing Apparatus	12,340	11,245	11,666	11,666	421	3.74%	11,245	(421)	-3.6%	Breathing apparatus testing and repairs & air compressor certification and repairs
	55035	Chiefs Expenses	720	720	720	720	-	0.00%	720	-	0.0%	expenses for meetings, dinners
	55038	Cistern Maintenance	1,600	1,600	1,600	1,600	-	0.00%	1,600	-	0.0%	Cistern & dry hydrant maintenance
	55041	Command Supplies	6,500	5,000	5,000	5,000	-	0.00%	5,000	-	0.0%	Emergency Operations Center supplies during drills, exercise and incidents, including food, office supplies, & training material
	55042	Communications Equipment	10,905	9,905	10,960	10,960	1,055	10.65%	9,905	(1,055)	-9.6%	2 way radio (mobile and portable); RAVE Mobile Safety - Emergency Community Notification (Reverse 911)
	55224	Postage	519	519	519	519	-	0.00%	519	-	0.0%	Postage for General FD, Fire Prevention, new candidate hiring, etc.
	55058	Contract Services	20,340	16,440	16,815	16,815	375	2.28%	16,440	(375)	-2.2%	50% of annual contracted IT support for the Public Safety Complex. Shared cost with Police Department
	55087	Dry Cleaning	325	325	325	325	-	0.00%	325	-	0.0%	Dry cleaning of chief officer uniforms & Class "A" dress uniforms.
	55088	Dues	7,224	7,088	7,234	7,234	146	2.06%	7,088	(146)	-2.0%	Seacoast Region Hazmat team annual assessment, Annual Association Dues with multiple organizations
	55091	Education/Training	15,990	15,990	15,476	15,476	(514)	-3.21%	15,990	514	3.3%	Tuition for college classes, fire certifications and education supplies.
	55106	General Equipment Purchase	45,000	45,000	45,000	45,000	-	0.00%	45,000	-	0.0%	Firefighting equipment purchase and replacement.
	55122	Fire Alarm Supplies	6,310	-	-	-	-	-	-	-	#DIV/0!	Town wide fire alarm system maintenance.
	55123	Fire Prevention Supplies	5,450	5,450	5,450	5,450	-	0.00%	5,450	-	0.0%	NFPA annual membership, Fire Prevention/Investigation Supplies
	55128	Fuel	15,093	15,107	12,440	12,440	(2,667)	-17.65%	15,107	2,667	21.4%	Gas and diesel fuel for all fire department vehicles, Plus 800 gallon tank at fire station
	55132	General Equipment Repair	3,250	3,250	3,500	3,500	250	7.69%	3,250	(250)	-7.1%	Small tool & equipment repair.
	55133	General Expenses	3,200	3,200	3,200	3,200	-	0.00%	3,200	-	0.0%	Background investigations, water, emergency scene rehabilitation, supplies, etc.

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	55144	Hazmat Supplies	1,294	1,294	1,525	1,525	231	17.85%	1,294	(231)	-15.1%	Hazardous materials monitoring equipment, clean up and control supplies.
	55149	Hose Replacement	9,022	5,651	5,629	5,629	(22)	-0.39%	5,651	22	0.4%	Fire hose replacement and repair.
	55151	Hydrant Maintenance	20,000	20,000	20,000	20,000	-	0.00%	20,000	-	0.0%	Hydrant Maintenance Fee/Rental to Water Department
	55190	Mobile Communications	4,566	4,203	5,458	5,458	1,255	29.86%	4,203	(1,255)	-23.0%	Cell phone plan and data usage for staff cars, engines, and fire prevention
	55199	Office Equipment Maintenance	2,815	2,425	2,409	2,409	(16)	-0.66%	2,425	16	0.7%	Lease Agreements/Service Contacts (copier & time clock)
	55200	Office Supplies	2,265	2,265	2,265	2,265	-	0.00%	2,265	-	0.0%	Office Supplies for entire Fire Department (except Health)
	55214	Physicals	8,565	8,565	10,630	10,630	2,065	24.11%	8,565	(2,065)	-19.4%	Pre-employment for new hires and Annual physicals for all fire personnel.
	55050	Conf/Room/Meals	4,200	1,000	4,200	4,200	3,200	320.00%	1,000	(3,200)	-76.2%	Examples include - FDIC conference, IAFC - FRI International, IMT Annual Conference.
	55230	Protective Equipment	34,198	34,198	36,367	36,367	2,169	6.34%	34,198	(2,169)	-6.0%	Turnout gear replacement, inspections, repair.
	55237	Radio Repairs/Maintenance	8,728	8,728	8,728	8,728	-	0.00%	8,728	-	0.0%	Maint. & programming FD Portable & Mobile Radios, Annual service contract; Emergency Operations Center radio reprogramming, replacement & repairs
	55270	Software Agreement	9,452	8,254	8,569	8,569	315	3.82%	8,254	(315)	-3.7%	Annual agreements for IMC data collection & dispatching, Public Eye mobile data terminals, eDispatch firefighter notification, and Knox Box Cloud Service
	55282	Building Supplies	2,000	2,000	3,128	3,128	1,128	56.40%	2,000	(1,128)	-36.1%	Laundry & misc bldg. cleaning supplies
	55314	Uniforms	23,830	23,830	24,496	24,496	666	2.79%	23,830	(666)	-2.7%	Uniforms for 32 FT employees, 3 Call members
	55319	Vehicle Maintenance	38,544	38,544	38,922	38,922	378	0.98%	38,544	(378)	-1.0%	Vehicle maintenance, inspections, tires, annual pump and aerial testing and certifications.
	55264	Shelter Equipment	1,200	1	1	1	-	0.00%	1	-	0.0%	Agreement with SAU16 to provide shelter food/supplies
	55095	Emergency Management Equipment	3,500	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	Upgrades to computers and on scene materials (replacement cones, barricades, signage, barriers)
	55119	FEMA Reimb -Force Labor	1	-	-	-	-	-	-	-	0.0%	FEMA line if needed
	55118	FEMA Reimb - Force Equip	1	-	-	-	-	-	-	-	0.0%	FEMA line if needed
	55117	FEMA Reimb- Debris Removal	-	-	-	-	-	-	-	-	0.0%	FEMA line if needed
	55120	FEMA Reimb- Materials	-	-	-	-	-	-	-	-	0.0%	FEMA line if needed
	55121	FEMA Reimb- Permanent Work	-	-	-	-	-	-	-	-	0.0%	FEMA line if needed
		General Expenses Total	328,947	304,297	314,732	314,732	10,435	3.43%	304,297	(10,435)	-3.3%	
	57006	Capital Outlay	15,445	16,988	1	1	(16,987)	-99.99%	1	-	0.0%	\$1 place holder if grant funds become available.
		Capital Outlay Total	15,445	16,988	1	1	(16,987)	-99.99%	1	-	0.0%	
		Total Fire Department	3,851,911	3,784,386	3,812,348	3,826,788	42,392	1.12%	3,739,439	(87,349)	-2.3%	V

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Public Safety Shared Services												
Communications												
01429905	51110	PDD- Sal/Wages FT	228,143	213,831	215,446	215,446	1,615	0.76%	215,446	-	0.0%	5 FT Staff
01429905	51150	PDD- Vacation Replacement OT	9,000	9,000	9,000	9,000	-	0.00%	9,000	-	0.0%	covers vacation/personal days for dispatchers
01429905	51200	PDD- Sal/Wages PT	3,500	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	Reduced to budget for one at several shifts a month
01429905	51300	PDD-Sal/Wages OT	14,600	14,600	14,600	14,600	-	0.00%	14,600	-	0.0%	covers cost in emergencies and regular coverage added \$3000 from sick replacement
01429905	51350	PDD-FEMA Storm Related OT	1	1	1	1	-	0.00%	1	-	0.0%	Expenses related to declared emergencies
01429905	51400	PDD-Longevity Pay	700	-	-	-	-	-	-	-	0.0%	contract item
01429905	51410	PDD-Sick Replacement OT	3,000	3,000	3,000	3,000	-	0.00%	3,000	-	0.0%	covers OT for dispatchers out sick removed \$3000 to be placed into reg OT
01429905	51420	PDD-Holiday Pay	9,680	9,115	9,115	9,115	-	0.00%	9,115	-	0.0%	contract item
01429905	51430	PDD-Sal/Wages FTO Incentive	-	-	-	-	-	-	-	-	0.0%	
01429905	51440	PDD-Training Coverage - OT	-	-	-	-	-	-	-	-	0.0%	
01429905	51455	PDD-Training Regular Pay	-	-	-	-	-	-	-	-	0.0%	
01429905	51450	PDD-Education Incentive	1,000	1,000	1,000	1,000	-	0.00%	1,000	-	0.0%	contract item
		Salaries Total	269,624	253,047	254,662	254,662	1,615	0.64%	254,662	-	0.0%	
01429905	52100	PDD-Health Insurance	36,632	47,122	78,005	77,564	30,442	64.60%	77,564	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01429905	52110	PDD-Dental Insurance	4,579	2,650	5,380	4,542	1,892	71.40%	4,542	-	0.0%	1.5% decrease in the premium rate
01429905	52120	PDD-Life Insurance	270	270	270	270	-	0.00%	270	-	0.0%	No change in the premium rate
01429905	52200	PDD-FICA	16,717	15,523	15,789	15,789	266	1.71%	15,789	-	0.0%	Based on wages: 6.2%
01429905	52210	PDD-Medicare	3,910	3,834	3,693	3,693	(142)	-3.70%	3,693	-	0.0%	Based on wages: 1.45%
01429905	52300	PDD-Retirement Town	29,726	31,687	35,454	35,454	3,767	11.89%	35,454	-	0.0%	Based on wages: 14.06%
		Benefits Total	91,833	101,087	138,591	137,312	36,225	35.84%	137,312	-	0.0%	
01429905	55105	PDD-Equipment Maintenance	20,825	20,825	20,825	20,825	0	0.00%	20,825	(0)	0.0%	2-way comms maintenance/service yearly and monthly contracts, Acom VS logger (\$1275). Contracts paid at the end of the year.
01429905	55108	PDD-Equipment Repair	5,800	5,800	5,800	5,800	-	0.00%	5,800	-	0.0%	Uncovered replacement/repair costs for dispatch items and radio equipment and portable radios
01429905	55277	SPTS Computer Maintenance	-	-	-	-	-	-	-	-	0.0%	computer connection with state police- removed by BRC
01429905	55256	PDD-Phone Repairs/Service	300	300	450	450	150	50.00%	300	(150)	-33.3%	dispatch center phone repairs, updates, 4G fail over, sonicwall fee
		General Expenses Total	26,925	26,925	27,075	27,075	150	0.56%	26,925	(150)	-0.6%	
01429905	57006	PDD- Capital Outlay-Equipment	28,700	-	-	-	-	-	-	-	0.0%	
		Capital Outlay Total	28,700	-	-	-	-	-	-	-	0.0%	
		Communications Total	417,082	381,059	420,328	418,049	37,890	9.97%	418,899	(150)	0.0%	

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Health												
01441105	51110	FH- SalWages FT	58,647	60,194	61,870	61,870	1,676	2.78%	60,494	(1,376)	-2.2%	1 FT: Health Officer
		Salaries Total	58,647	60,194	61,870	61,870	1,676	2.78%	60,494	(1,376)	-2.2%	
01441105	52100	FH- Health Insurance			-	26,738	26,738		26,738	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01441105	52110	FH- Dental Insurance	1,900	1,900	1,871	1,871	(29)	-1.53%	1,871	-	0.0%	1.5% decrease in the premium rate
01441105	52120	FH- Life Insurance	108	108	108	108	-	0.00%	108	-	0.0%	No change in the premium rate
01441105	52200	FH- FICA	3,636	3,732	3,836	3,836	104	2.78%	3,751	(85)	-2.2%	Based on wages: 6.2%
01441105	52210	FH- Medicare	850	873	897	897	24	2.78%	877	(20)	-2.2%	Based on wages: 1.45%
01441105	52300	FH- Town Retirement	6,551	7,598	8,699	8,699	1,101	14.49%	8,505	(193)	-2.2%	Based on wages: 14.08%
		Benefits Total	13,045	14,211	15,411	42,149	27,938	196.60%	41,850	(299)	-0.7%	
01441105	55293	FH- Supplies	950	950	600	600	(350)	-36.84%	950	350	58.3%	Health Inspection and office supplies
01441105	55224	FH- Postage	77	77	58	58	(19)	-24.68%	77	19	32.8%	Health Dept. mailings
01441105	55055	FH- Consulting	1,000	1	1	1	-	0.00%	1	-	0.0%	Hazardous Materials Remediation & Consulting for Sportsmen's Club project
01441105	55190	FH- Mobile Communications	1,608	1,023	1,000	1,000	(23)	-2.25%	1,023	23	2.3%	Phone plan & mobile data terminal usage for Health Officer.
01441105	55191	FH- Mosquito Control	58,100	39,000	39,000	39,000	-	0.00%	39,000	-	0.0%	Mosquito control maintenance contract costs
01441105	55270	FH- Software Agreement	2,253	2,400	2,400	2,400	-	0.00%	2,400	-	0.0%	Metverse forms and reporting
01441105	55308	FH- Travel Reimbursement	500	500	200	200	(300)	-60.00%	500	300	150.0%	Mileage reimbursement for Health Officer
01441105	55050	FH- Conf/Room/Meals	795	795	795	795	-	0.00%	795	-	0.0%	Training, Meeting and Seminars for Health Officer
01441105	55088	FH- Dues	35	45	90	90	45	100.00%	45	(45)	-50.0%	Health Dept. dues & memberships
01441105	55091	FH- Education/Training	-	-	1,500	1,500	1,500		-	(1,500)	-100.0%	
		General Expenses Total	63,318	44,791	45,644	45,644	853	1.90%	44,791	(853)	-1.9%	
01-4414-05001441105		FH- Capital Outlay					-					
		Capital Outlay Total	-	-	-	-	-		-			
		Health Total	135,010	119,196	122,925	149,663	30,467	25.56%	147,135	(2,528)	-1.7%	V
		Total Public Safety Shared Services	552,093	500,255	543,253	568,712	68,457	13.68%	566,034	(2,678)	-0.5%	

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Public Works - General Fund												
Administration & Engineering												
01431101	51110	PWA- Sal/Wages FT	448,227	457,847	467,907	481,241	23,394	5.11%	473,007	(8,234)	-1.7%	6 FT: Director, Town Eng, Eng Tech, Office Mgr, Office Clerk, Asst Engineer
01431101	51200	PWA- Sal/Wages PT	500	1	1	1	-	0.00%	1	-	0.0%	1- PT-recording secretary for River Committee @ \$15/hr
01431101	51300	PWA- Sal/Wages OT	500	500	500	500	-	0.00%	500	-	0.0%	
		Salaries Total	449,227	458,348	468,408	481,742	23,394	5.10%	473,508	(8,234)	-1.7%	
01431101	52100	PWA- Health Insurance	64,080	82,348	83,865	109,922	27,574	33.48%	109,922	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01431101	52110	PWA- Dental Insurance	6,136	6,986	6,881	6,881	(105)	-1.50%	6,881	-	0.0%	1.5% decrease in the premium rate
01431101	52120	PWA- Life Insurance	540	540	540	540	-	0.00%	540	-	0.0%	No change in the premium rate
01431101	52130	PWA- LTD Insurance	1,089	1,120	1,136	1,136	16	1.43%	1,136	-	0.0%	No change in the premium rate
01431101	52200	PWA- FICA	27,852	28,418	29,041	29,868	1,450	5.10%	29,357	(511)	-1.7%	Based on wages: 6.2%
01431101	52210	PWA- Medicare	6,514	6,646	6,792	6,985	339	5.10%	6,866	(119)	-1.7%	Based on wages: 1.45%
01431101	52300	PWA- Retirement Town	50,123	57,861	65,858	67,733	9,872	17.06%	66,575	(1,158)	-1.7%	Based on wages: 14.06%
		Benefits Total	156,334	183,919	193,913	223,065	39,146	21.28%	221,277	(1,788)	-0.8%	
01431101	55003	PWA- Drug/Alcohol Testing	1,200	1,200	1,200	1,200	-	0.00%	1,200	-	0.0%	Contract w/Access; required (per USDOT) random testing for all CDL holders & screening new hires
01431101	55048	PWA- Computer Software					-					#DIV/0!
01431101	55050	PWA- Conf/Room/Meals	3,000	1	3,000	3,000	2,999	299900.00%	1	(2,999)	-100.0%	National or regional conf 60% Dir, Town Eng; 100% Maint Supt, Hwy Supt @\$1100 ea
01431101	55058	PWA- Contracted Services	25,000	1	1	1	-	0.00%	1	-	0.0%	Moved to CIP
01431101	55088	PWA- Dues	700	700	700	700	-	0.00%	700	-	0.0%	Dues: APWA \$210, NHPWA \$100, Mutual Aid \$25; Licenses: PE 2@150/2 yr
01431101	55091	PWA- Education/Training	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Education and training for staff (NHMA, NHDES, NEPW Association)
01431101	55128	PWA- Fuel	1,345	1,345	1,345	1,345	-	0.00%	1,345	-	0.0%	Dir & Eng vehicles
01431101	55133	PWA- General Expenses	850	850	850	850	-	0.00%	850	-	0.0%	Meal reimbursement during extended operations per Director's determination
01431101	55158	PWA- Insurance Deductible	1,000	1	1	1	-	0.00%	1	-	0.0%	Damage repairs on insurance claims
01431101	55181	PWA- Master Fuel Account	1	1	1	1	-	0.00%	1	-	0.0%	Bulk fuel delivery charges less dept allocations; for 109 vehicles
01431101	55190	PWA- Mobile Communications	1,200	1,200	1,200	1,200	-	0.00%	1,200	-	0.0%	60% Director, Town Engineer & Asst Engineer; 100% Highway, MiFi (Engineering)
01431101	55200	PWA- Office Supplies	10,000	10,000	10,000	10,000	-	0.00%	10,000	-	0.0%	Gen office supplies \$6500; Eng supplies \$3500; plotter paper & ink, field books, Town Standards, scanning plans; 60% of copier billing
01431101	55224	PWA- Postage	500	500	500	500	-	0.00%	500	-	0.0%	General day to day mailings
01431101	55237	PWA- Radio Repairs	600	600	600	600	-	0.00%	600	-	0.0%	4 Desk sets, 6 portables, 42 vehicle units
01431101	55238	PWA- Radio Replacement	1,000	1,000	1,000	1,000	-	0.00%	1,000	-	0.0%	Digital repeater to communicate with Fire & Police
01431101	55319	PWA- Vehicle Maintenance	600	600	600	600	-	0.00%	600	-	0.0%	Dir & Eng vehicles
		General Expenses Total	48,986	19,999	22,988	22,988	2,999	15.00%	19,999	(2,999)	-13.0%	
01431101	57019	PWA- CO- Communications Equipment	-	-	-	-	-	-	-	-	0.0%	
		Capital Outlay Total	-	-	-	-	-	-	-	-	0.0%	
01431101	55998	PWA- Due from Water Fund	(121,104)	(128,453)	(132,464)	(140,961)	(12,508)	9.74%	(138,957)	2,004	-1.4%	20% Water Fund offset
01431101	55999	PWA- Due from Sewer Fund	(121,104)	(128,453)	(132,464)	(140,961)	(12,508)	9.74%	(138,957)	2,004	-1.4%	20% Sewer Fund offset
		Due from Water/Sewer Funds Total	(242,209)	(256,907)	(264,928)	(281,923)	(25,016)	9.74%	(277,914)	4,009	-1.4%	
		Administration & Engineering Total	412,348	405,359	420,391	445,882	40,523	10.00%	436,870	(9,012)	-2.0%	V

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Highways and Streets												
01431202	51110	HWY- Sal/Wages FT	639,436	660,834	664,804	687,480	6,626	1.00%	665,231	(2,229)	-0.3%	12 FT
01431202	51210	HWY- Sal/Wages Temp	1	1	1	1	-	0.00%	1	-	0.0%	Interm, Summer/Fall laborer
01431202	51300	HWY- Sal/Wages OT	20,000	20,000	20,000	20,000	-	0.00%	20,000	-	0.0%	Emergency ops, callouts, flood watch, voting/traffic control
01431202	51310	HWY- Sal/Wages Stand-By	7,280	7,280	7,280	7,280	-	0.00%	7,280	-	0.0%	After hours on-call status, \$140/wk per union contract
01431202	51350	HWY- FEMA Storm Related OT	1	1	1	1	-	0.00%	1	-	0.0%	Expenses related to declared emergencies
01431202	51400	HWY- Longevity Pay	6,650	6,900	7,150	7,150	250	3.62%	7,150	-	0.0%	8 FT per union contract
		Salaries Total	673,368	695,016	699,236	701,892	6,876	0.99%	699,663	(2,229)	-0.3%	
01431202	52100	HWY- Health Insurance	209,428	214,075	224,195	222,896	8,821	4.12%	222,896	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01431202	52110	HWY- Dental Insurance	13,464	13,971	15,951	15,951	1,980	14.17%	15,951	-	0.0%	1.5% decrease in the premium rate
01431202	52120	HWY- Life Insurance	702	702	702	702	-	0.00%	702	-	0.0%	No change in the premium rate
01431202	52200	HWY- FICA	41,749	43,091	43,353	43,517	426	0.99%	43,379	(138)	-0.3%	Based on wages: 6.2%
01431202	52210	HWY- Medicare	9,764	10,078	10,139	10,177	100	0.99%	10,145	(32)	-0.3%	Based on wages: 1.45%
01431202	52300	HWY- Retirement Town	75,215	87,908	98,312	98,686	10,778	12.28%	98,372	(313)	-0.3%	Based on wages: 14.06%
		Benefits Total	350,322	369,825	392,652	391,930	22,105	5.98%	391,446	(484)	-0.1%	
01431202	55013	HWY- Asphalt Reclamation	10,000	10,000	10,000	10,000	-	0.00%	10,000	-	0.0%	Grinding & screening to recycle asphalt and concrete into reusable product. Screening compost and sand
01431202	55020	HWY- Bridge Repairs	5,500	24,000	5,500	5,500	(18,500)	-77.08%	24,000	18,500	336.4%	Garrison Lane rehab completed in house 2021
01431202	55086	HWY- Culvert Repairs/Replacement	2,000	2,000	4,000	4,000	2,000	100.00%	2,000	(2,000)	-50.0%	Minor repairs, replace & clearing culverts (pipes & headers)
01431202	55071	HWY- Dam Maintenance	15,000	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	Dam & abutment concrete & mechanical repairs at Pickpocket, Colcord, Sloans Brook
01431202	55072	HWY - Dam Registration	400	400	400	400	-	0.00%	400	-	0.0%	Annual NHDES fees (due December) Sloans Brook
01431202	55091	HWY- Education/Training	3,000	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Classes, licensing (CDL, UNH Tech Transfer classes)
01431202	55096	HWY- Emergency Traffic Control	1,000	500	500	500	-	0.00%	500	-	0.0%	Uniformed officer in high traffic, emergencies
01431202	55107	HWY- Equipment Rentals	4,500	2,000	4,500	4,500	2,500	125.00%	2,000	(2,500)	-55.6%	Rental of equipment not owned by Town, including bulldozer, excavator, grader, screen
01431202	55128	HWY- Fuel	21,455	19,455	19,455	19,455	-	0.00%	19,455	-	0.0%	Fuel for highway dept vehicles & equipment
01431202	55134	HWY- General Hand Tools	4,000	3,500	4,000	4,000	500	14.29%	3,500	(500)	-12.5%	Repl/repair hand tools incl. compacter, hand-saw, chainsaws, small power tools
01431202	55190	HWY- Mobile Communications	1	1	1	1	-	0.00%	1	-	0.0%	moved to phone reimbursement
01431202	55212	HWY- Phone Reimbursement	2,400	2,400	2,400	2,400	-	0.00%	2,400	-	0.0%	Cell Phone stipend \$40/mo for Supt + 3 Foremen
01431202	55257	HWY- Safety Equipment	4,500	4,000	5,000	5,000	1,000	25.00%	4,000	(1,000)	-20.0%	Hardhats, vests, eye protection, Technu, steel-toed boot repl \$185/yr per employee
01431202	55267	HWY- Signs	14,000	7,000	8,000	8,000	1,000	14.29%	7,000	(1,000)	-12.5%	Sign replacement for retro reflectivity, damages.
01431202	55285	HWY- Storm Drain Repair	9,000	6,000	6,000	6,000	-	0.00%	6,000	-	0.0%	Repair drain castings, 1,305 catch basins
01431202	55286	HWY- Street Marking	30,000	25,000	35,000	35,000	10,000	40.00%	25,000	(10,000)	-28.6%	Fog lines, center lines, parking spaces (butyl rubber by contractor); crosswalks 2x yr
01431202	55287	HWY- Street Repairs/Maint	18,000	18,000	18,000	18,000	-	0.00%	18,000	-	0.0%	Patching town roads & shoulder repair materials; includes asphalt, concrete, gravel
01431202	55310	HWY- Tree Maintenance	22,500	17,500	20,000	20,000	2,500	14.29%	17,500	(2,500)	-12.5%	All trees in Town ROW & parks incl pruning, fertilizing & removal w/ licensed arborist; increasing demands for tree removal & pruning; additional street trees at Lincoln & presence of Emerald Ash Borer (EAB)
01431202	55314	HWY- Uniforms	6,000	6,000	6,700	6,700	700	11.67%	6,000	(700)	-10.4%	12 employees (Laudering, repair and replacement)
01431202	55319	HWY- Vehicle Maintenance	45,000	40,000	50,000	50,000	10,000	25.00%	40,000	(10,000)	-20.0%	Maintenance of all dept vehicles and equip
01431202	55337	HWY- Weed Control	8,000	8,000	8,000	8,000	-	0.00%	8,000	-	0.0%	Along medians & curbing; contract w/ licensed herbicide applicator, \$2000/app x 4/yr
		General Expenses Total	226,256	199,756	211,456	211,456	11,700	5.86%	199,756	(11,700)	-5.5%	

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01431202	55251	HWY-Road Paving/Maintenance	800,000	700,000	800,000	800,000	100,000	14.29%	700,000	(100,000)	-12.5%	Incl crack sealing, reconstruction, etc. 3% increase material cost
01431202	55087	HWY- Culvert Replacement	23,000	23,000	10,000	10,000	(13,000)	-56.52%	23,000	13,000	130.0%	Tamarind Lane 18" steel culvert replacement 2021
01431202	55266	HWY- Sidewalks/Curbing	15,000	10,000	15,000	15,000	5,000	50.00%	10,000	(5,000)	-33.3%	Sidewalks and curbing, minor repair & replacements
01431202	55284	HWY- Storm Drain Cleaning	25,000	20,000	30,000	30,000	10,000	50.00%	20,000	(10,000)	-33.3%	Annual clean 50% catch basins, material testing (pre-Covid 20% inc)
		Capital Outlay Total	883,000	753,000	855,000	855,000	102,000	13.55%	753,000	(102,000)	-11.9%	
		Highways & Streets Total	2,112,948	2,017,597	2,158,344	2,160,278	142,681	7.07%	2,043,865	(116,413)	-5.4%	V
Snow Removal												
01431903	51300	PS- Sal/Wages - OT Snow	72,700	70,000	70,000	70,000	-	0.00%	70,000	-	0.0%	Includes Mechanic
01431903	51350	PS- Sal/Wages - FEMA Storm Related	1	1	1	1	-	0.00%	1	-	0.0%	Expenses related to declared emergencies
		Salaries Total	72,701	70,001	70,001	70,001	-	0.00%	70,001	-	0.0%	
01431903	52200	PS- FICA	4,507	4,340	4,340	4,340	-	0.00%	4,340	-	0.0%	Based on wages: 6.2%
01431903	52210	PS- Medicare	1,054	1,015	1,015	1,015	-	0.00%	1,015	-	0.0%	Based on wages: 1.45%
01431903	52300	PS- Retirement Town	8,121	8,831	9,842	9,842	1,011	11.45%	9,842	-	0.0%	Based on wages: 14.06%
		Benefits Total	13,682	14,186	15,197	15,197	1,011	7.13%	15,197	-	0.0%	
01431903	55026	PS- Calcium Chloride	500	1	1	1	-	0.00%	1	-	0.0%	Salt additive used during harsh temperatures in the winter
01431903	55081	PS- Contracted Snow Removal	50,000	45,000	45,000	45,000	-	0.00%	45,000	-	0.0%	Hire contractors w/10 wheelers to remove snow for safety downtown, Lincoln St, Ports Ave.
01431903	55118	PS- FEMA Reimb Force Equip	1	1	1	1	-	0.00%	1	-	0.0%	Expenses declared winter emergencies
01431903	55119	PS- FEMA Reimb Force Labor	1	1	1	1	-	0.00%	1	-	0.0%	Expenses declared winter emergencies
01431903	55128	PS- Fuel	19,670	17,000	17,000	17,000	-	0.00%	17,000	-	0.0%	Fuel for snow removal vehicles
01431903	55216	PS- Plow Damages	4,000	3,500	3,500	3,500	-	0.00%	3,500	-	0.0%	Private property damage caused by snow plows
01431903	55217	PS- Plow/Spreader Repair	-	-	-	-	-	-	-	-	0.0%	Moved to vehicle maintenance
01431903	55218	PS- Plowing	85,000	80,000	80,000	80,000	-	0.00%	80,000	-	0.0%	Hire contractors to plow, including dedicated Lincoln St improvements
01431903	55258	PS- Salt	65,000	60,000	60,000	60,000	-	0.00%	60,000	-	0.0%	Winter salt for town roads, sidewalks, parking lots; 2020 \$46.75/ton
01431903	55259	PS- Sand	1,000	1,000	2,000	2,000	1,000	100.00%	1,000	(1,000)	-50.0%	Purchase sand during winter months to spread along the town roads, sidewalks, parking lots
01431903	55319	PS- Vehicle Maintenance	23,000	20,500	20,500	20,500	-	0.00%	20,500	-	0.0%	Repair snow plows and snow removal equip
		General Expenses Total	248,172	227,003	228,003	228,003	1,000	0.44%	227,003	(1,000)	-0.4%	
		Snow Removal Total	334,555	311,190	313,201	313,201	2,011	0.65%	312,201	(1,000)	-0.3%	V

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Solid Waste Disposal												
01432304	51200	SW- Sal/Wages PT	18,196	18,627	19,146	19,146	519	2.79%	18,720	(426)	-2.2%	1 PT @ 16 hrs/Awk including transfer station winter schedule and weekend trash removal
01432304	51300	SW- Sal/Wages OT	5,000	4,000	4,000	4,000	-	0.00%	4,000	-	0.0%	OT for Highway employees assigned to Transfer Station
		Salaries Total	23,196	22,627	23,146	23,146	519	2.29%	22,720	(426)	-1.8%	
01432304	52200	SW- FICA	1,438	1,403	1,435	1,435	32	2.29%	1,409	(26)	-1.8%	Based on wages: 6.2%
01432304	52210	SW- Medicare	338	328	338	336	8	2.29%	329	(6)	-1.8%	Based on wages: 1.45%
01432304	52300	SW- Retirement	559	505	562	562	57	11.37%	562	-	0.0%	Based on wages: 14.06%
		Benefits Total	2,333	2,236	2,333	2,333	97	4.34%	2,300	(33)	-1.4%	
01432304	55018	SW- Blue Bags	75,000	115,000	115,000	115,000	-	0.00%	115,000	-	0.0%	Includes vendor delivery to store; offset by revenue; projected production cost 30% increase after Jul 2021
01432304	55054	SW- Construction Debris	10,000	10,000	13,400	13,400	3,400	34.00%	10,000	(3,400)	-25.4%	Construction debris container at Transfer Station
01432304	55082	SW- Disposal/Recycling Contract	1,001,880	1,030,000	996,000	996,000	(34,000)	-3.30%	1,030,000	34,000	3.4%	Current contract with Waste Management expires May 2022; proposed extension reflects 5.6% annual increases; recycled materials value increasing (costs decreasing)
01432304	55086	SW- Brush Grinding	23,000	15,000	20,000	20,000	5,000	33.33%	15,000	(5,000)	-25.0%	Brush grinding & removal by contractor 2 to 3x per yr as space needs require (contracted Dirt Doctor thru 2022)
01432304	55021	SW-Brush Cutting/Removal	-	-	-	-	-	-	-	-	0.0%	
01432304	55091	SW- Education/Training	650	200	200	200	-	0.00%	200	-	0.0%	Solid waste training
01432304	55092	SW- Electricity	1,500	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Transfer station building
01432304	55093	SW- Electronic Waste Expense	14,000	10,000	10,000	10,000	-	0.00%	10,000	-	0.0%	Removal of electronic waste collected at Transfer Station, offset by sticker revenue
01432304	55130	SW- Garbage Litter Bags Expense	-	-	-	-	-	-	-	-	0.0%	Moved to supplies expense
01432304	55150	SW- Household Haz Waste Removal	39,000	42,750	42,750	42,750	-	0.00%	42,750	-	0.0%	Cost of annual Oct event; Exeter share \$11,300 the rest offset by regional collection revenue & State grant
01432304	55163	SW- Landfill Monitoring	70,000	100,000	41,035	41,035	(58,965)	-58.97%	100,000	58,965	143.7%	Gas and water quality testing, including PFAS & 1,4-dioxane at Cross Road landfill, GMZ expanded & 3 monitoring wells added \$31k; replace damaged soil gas standpipes \$10k; (landfill cap settlement & slope repair \$75k Oct 2021)
01432304	55186	SW- Metal Removal	3,000	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Hauling charge to remove metals & white goods
01432304	55201	SW- Operations Maintenance	8,400	5,000	6,000	6,000	1,000	20.00%	5,000	(1,000)	-16.7%	Mowing, materials and supplies at the Transfer Station (Security cameras and equipment)
01432304	55244	SW- Recycle Containers	13,100	13,100	19,000	19,000	5,900	45.04%	13,100	(5,900)	-31.1%	65 gal carts unit price increase from \$40 to \$58 plus freight; offset by revenue
01432304	55293	SW- Supplies	1,700	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Stickers and garbage litter bags for Town & Public Works
01432304	55300	SW- Tire Disposal	2,500	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Offices to sell
01432304	55366	SW- Yard Waste	15,505	15,972	16,450	16,450	478	2.98%	15,972	(478)	-2.9%	Disposal of Town tires
01432304	55551	SW- Food Waste Compost Program	-	-	2,741	2,741	2,741	-	-	(2,741)	-100.0%	Twice per year curbside collection- leaf and yard waste
		General Expenses Total	1,279,235	1,363,522	1,289,076	1,289,076	(74,446)	-5.46%	1,363,522	74,446	5.8%	Weekly collection at Transfer Station (Mr. Fox)
		Solid Waste Disposal Total	1,304,784	1,388,365	1,314,555	1,314,555	(73,830)	-5.32%	1,388,542	73,987	5.6%	V

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Street Lights												
01431605	55092	PW- Electricity- Street Lights	160,000	160,000	160,000	160,000	-	0.00%	160,000	-	0.0%	All street lights in Town rights-of-way
01431605	55303	PW- Traffic Light Maintenance	10,340	9,000	9,000	9,000	-	0.00%	9,000	-	0.0%	High St, Green St, Alum Dr, Holland Way, Continental Dr
		General Expenses Total	170,340	169,000	169,000	169,000	-	0.00%	169,000	-	0.0%	signals; controllers, loop detectors, bulbs, audibles & emergency vehicle pre-emption controllers
		Street Lights Total	170,340	169,000	169,000	169,000	-	0.00%	169,000	-	0.0%	V
Stormwater												
01431118	55293	STW- Supplies	2,700	2,700	2,700	2,700	-	0.00%	2,700	-	0.0%	Pet waste bags (Town Clerk & Highway), plotter supplies (ink, printheads, paper)
01431118	55058	STW- Contracted Services	52,740	46,740	57,100	57,100	10,360	22.17%	46,740	(10,360)	-18.1%	wet weather sample 134 outfalls/6 years ~ 22 outfalls/yr x \$700/outfall = \$14,400; outfall catchment system vulnerability factor (SVF) inventory (age, failure criticality prioritization) \$10k; quarterly SWPPP inspections \$4500; street & lot guidelines & green infrastructure rpt \$3k; AMP project TN changes \$6k; MS4 annual rpt \$5200; TN (NPS only) annual report \$8k; staff training \$5k
01431118	55190	STW-Mobile Communications	480	480	480	480	-	0.00%	480	-	0.0%	Tablet/mifi \$40.12/mo
01431101	55102	STW- EPA Stormwater Phase II	-	-	-	-	-	-	-	-	-	
01431118	55291	STW- Subscriptions	4,080	4,080	4,080	4,080	-	0.00%	4,080	-	0.0%	GPS, SmartNet, PeopleForms subscriptions
01431118	55388	STW- Catch Basin Replacement	-	-	28,000	28,000	28,000	-	-	(28,000)	-100.0%	Replace 7 Catch basins @ \$4k each (MS4 Permit requirement)
01431118	55270	STW- Software Agreement	-	-	-	-	-	-	-	-	-	NHDES CWSRF Asset Management
		General Expenses Total	60,000	54,000	92,360	92,360	38,360	71.04%	54,000	(38,360)	-41.5%	
		Stormwater Total	60,000	54,000	92,360	92,360	38,360	71.04%	54,000	(38,360)	-41.5%	V
		Subtotal before Maintenance	4,394,953	4,345,531	4,487,851	4,495,276	149,745	3.45%	4,404,478	(80,798)	-2.0%	

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Public Works - Maintenance												
General												
01419406	51110	PM- Sal/Wages FT	267,219	272,095	275,012	275,012	2,917	1.07%	273,246	(1,766)	-0.6%	5 FT Maint Supt, Custodian, 3 Maint Techs
01419406	51200	PM- Sal/Wages PT	33,695	34,612	35,132	35,132	520	1.50%	34,784	(348)	-1.0%	1 PT Custodian @ 34hr per week
01419406	51300	PM- Sal/Wages OT	3,000	3,000	3,000	3,000	-	0.00%	3,000	-	0.0%	Emergencies, callouts
01419406	51310	PM- Sal/Wages Stand-By	7,280	7,280	7,280	7,280	-	0.00%	7,280	-	0.0%	Pay for after hours on-call status, \$140/week per union contract
01419406	51350	PM- FEMA Storm Related OT	1	1	1	1	-	0.00%	1	-	0.0%	Expenses related to declared emergencies
01419406	51400	PM- Longevity Pay	1,500	1,550	1,600	1,600	50	3.23%	1,600	-	0.0%	2 FT per union contract
		Salaries Total	312,695	318,538	322,025	322,025	3,487	1.09%	319,911	(2,114)	-0.7%	
							-					
01419406	52100	PM- Health Insurance	73,645	72,725	73,751	73,322	597	0.82%	73,322	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01419406	52110	PM- Dental Insurance	5,995	5,936	5,846	5,846	(90)	-1.52%	5,846	-	0.0%	1.5% decrease in the premium rate
01419406	52120	PM- Life Insurance	324	324	324	324	-	0.00%	324	-	0.0%	No change in the premium rate
01419406	52200	PM- FICA	19,387	19,749	19,966	19,966	216	1.09%	19,834	(131)	-0.7%	Based on wages: 6.2%
01419406	52210	PM- Medicare	4,534	4,619	4,689	4,689	51	1.09%	4,639	(31)	-0.7%	Based on wages: 1.45%
01419406	52300	PM- Retirement Town	31,164	35,894	40,337	40,337	4,443	12.38%	40,089	(248)	-0.6%	Based on wages: 14.06%
		Benefits Total	134,649	139,247	144,893	144,464	5,217	3.75%	144,054	(410)	-0.3%	
01419406	55048	PM- Computer Software	3,000	3,000	5,000	5,000	2,000	66.67%	3,000	(2,000)	-40.0%	Dropping TMA for annual maint of Fleet & Facility Maint software TMA (Dec); converting to People GIS work order system
01419406	55058	PM- Contract Services	43,000	43,000	46,500	46,500	3,500	8.14%	43,000	(3,500)	-7.5%	Town buildings roof snow removal \$6k; contracted cleaning Town Offices \$26k; Rec Ctr 2x week starting 2020 (\$11k)
01419406	55069	PM- Custodial Supplies	16,000	16,000	18,000	18,000	2,000	12.50%	16,000	(2,000)	-11.1%	All Town buildings' paper & cleaning products
01419406	55549	PM- Covid-19 Expenses		11,000	6,000	6,000	(5,000)	-45.45%	11,000	5,000	83.3%	Rec Ctr & Snr Ctr daily & TH Public Restrooms 2/wk \$8k; \$3k in custodial supplies
01419406	55091	PM- Education/Training	800	800	800	800	-	0.00%	800	-	0.0%	Continuing education requirements for License renewals Master Elect, Journeyman Plumber/Gas fitter. Education seminars Carpenter.
01419406	55128	PM- Fuel	4,475	4,000	4,000	4,000	-	0.00%	4,000	-	0.0%	Maintenance Dept vehicles (5); also includes loaner vehicles to Town Departments
01419406	55173	PM- Licenses	300	300	300	300	-	0.00%	300	-	0.0%	Licenses for Electrician and HVAC Plumber Tech
01419406	55176	PM- Maintenance Bld Materials	1,200	1,200	1,200	1,200	-	0.00%	1,200	-	0.0%	Stock paint, putty, nails, screws
01419406	55178	PM- Maintenance Tools	3,000	3,000	3,000	3,000	-	0.00%	3,000	-	0.0%	HVAC Tech, plumber, elec. tools, replenish drill bits, small power tools
01419406	55190	PM- Mobile Communications	600	600	600	600	-	0.00%	600	-	0.0%	Maint. Superintendent cell phone
01419406	55257	PM- Safety Equipment	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Fall protection, eye protection, steel-toed boot replacement \$185/yr
01419406	55314	PM- Uniforms	5,500	5,500	5,500	5,500	-	0.00%	5,500	-	0.0%	Uniforms and cleaning for 5 Staff
		General Expenses Total	79,875	90,400	92,900	92,900	2,500	2.77%	90,400	(2,500)	-2.7%	
		General Maintenance Total	527,219	548,185	559,818	559,389	11,204	2.04%	554,385	(5,024)	-0.9%	V

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Town Buildings												
		Swasey Parkway- Sal/Wages PT	-	-	-	-	-	-	-	-	#DIV/0!	Recording Secretary for Swasey Parkway
		Swasey Parkway- FICA	-	-	-	-	-	-	-	-	#DIV/0!	Recording Secretary for Swasey Parkway
		Swasey Parkway- Medicare	-	-	-	-	-	-	-	-	#DIV/0!	Recording Secretary for Swasey Parkway
		Town Buildings-Water/Sewer Bills	17,705	17,005	16,735	16,735	(270)	-1.59%	17,005	270	1.6%	Water/Sewer bills for Town Buildings
		Town Buildings- Building Maintenance	73,500	72,500	76,500	76,500	4,000	5.52%	72,500	(4,000)	-5.2%	Building Maintenance for Town Buildings, Incl Swasey Parkway & Raynes Barn
		Town Buildings-Covid-19 Expenses	-	5,000	5,000	5,000	-	0.00%	5,000	-	0.0%	Covid-19 for Town Buildings
		Town Buildings- Natural Gas	60,000	60,000	60,000	60,000	-	0.00%	60,000	-	0.0%	Natural Gas for Town Buildings
		Town Buildings- Electricity	108,950	107,950	104,950	104,950	(3,000)	-2.78%	107,950	3,000	2.9%	Electricity for Town Buildings, Incl. Swasey Parkway & Raynes Barn
		Train Station- Supplies	3,800	3,800	3,800	3,800	-	0.00%	3,800	-	0.0%	Light fixtures, electrical breakers, signage
		Train Station- Platform Lease Liability	22,069	23,790	23,790	23,790	-	0.00%	23,790	-	0.0%	Platform Lease Liability Insurance for Train Station
		Train Station- Platform Lease	3,400	3,400	3,400	3,400	-	0.00%	3,400	-	0.0%	Platform Lease for Train Station
		Town Buildings Total	289,424	293,445	294,175	294,175	730	0.25%	293,445	(730)	-0.2%	V
Maintenance Projects												
01419406	55177	PM- Maintenance Projects	100,000	100,000	100,000	100,000	-	0.00%	100,000	-	0.0%	Town owned building projects
		Total Maintenance Projects	100,000	100,000	100,000	100,000	-	0.00%	100,000	-	0.0%	V
		Town Maintenance/Buildings Total	916,643	941,830	953,993	953,564	11,934	1.27%	947,810	(5,754)	-0.6%	
Mechanics/Garage:												
01419415	51110	PG- Sal/Wages FT	143,073	145,704	147,181	147,181	1,477	1.01%	147,181	-	0.0%	3 FT: 1 Mech foreman; 2 Mechanics
01419415	51300	PG- Sal/Wages OT	3,000	3,000	3,000	3,000	-	0.00%	3,000	-	0.0%	Mechanic OT -76 hours per year
01419415	51310	PG- Sal/Wages Standby Pay	-	-	-	-	-	-	-	-	0.0%	
01419415	51400	PG- Longevity Pay	-	-	-	-	-	-	-	-	0.0%	
		Salaries Total	146,073	148,704	150,181	150,181	1,477	0.99%	150,181	-	0.0%	
01419415	52100	PG- Health Insurance	77,470	72,545	73,705	80,213	7,668	10.57%	80,213	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01419415	52110	PG- Dental Insurance	5,700	4,850	4,777	5,614	764	15.75%	5,614	-	0.0%	1.5% decrease in the premium rate
01419415	52120	PG- Life Insurance	162	162	162	162	-	0.00%	162	-	0.0%	No change in the premium rate
01419415	52200	PG- FICA	9,057	9,220	9,311	9,311	92	0.99%	9,311	-	0.0%	Based on wages: 6.2%
01419415	52210	PG- Medicare	2,118	2,156	2,178	2,178	21	0.99%	2,178	-	0.0%	Based on wages: 1.45%
01419415	52300	PG- Retirement Town	16,316	18,797	21,115	21,115	2,318	12.33%	21,115	-	0.0%	Based on wages: 14.06%
		Benefits Total	110,823	107,730	111,248	118,593	10,863	10.08%	118,593	-	0.0%	
01419415	55128	PG- Fuel	1,600	1,600	1,600	1,600	-	0.00%	1,600	-	0.0%	Mechanics shop truck & forklift
01419415	55129	PG- Fuel Dispensing System	4,000	4,000	4,000	4,000	-	0.00%	4,000	-	0.0%	Fuel pumps, UST inspection, reporting equipment, 23 year old fuel island maintenance
01419415	55183	PG- Mechanics Tools	3,000	3,000	3,900	3,900	900	30.00%	3,000	(900)	-23.1%	Increase mechanics' allowance from \$500 to \$800/ea (hasn't increased since 2000); replace Town owned tools; rental
01419415	55316	PG- Vehicle Equipment Stock	5,000	5,000	5,000	5,000	-	0.00%	5,000	-	0.0%	Fluids, filters, bulbs, nuts & bolts for all Town Departments
01419415	55319	PG- Vehicle Maintenance	2,000	2,000	2,000	2,000	-	0.00%	2,000	-	0.0%	Maintenance Dept vehicles (5) + forklift
01419415	55338	PG- Weight Testing/Repair	1,000	1,000	1,000	1,000	-	0.00%	1,000	-	0.0%	3 mechanic lifts certified testing & repair, 2 crane mounted electric hoists
		General Expenses Total	16,600	16,600	17,500	17,500	900	5.42%	16,600	(900)	-5.1%	
		Mechanics/Garage Total	273,496	273,034	278,929	286,274	13,240	4.85%	285,374	(900)	-0.3%	V
		Total Public Works Budget	5,585,092	5,560,195	5,700,773	5,735,115	174,920	3.15%	5,637,663	(97,452)	-1.7%	V

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Welfare & Human Services												
Welfare												
01444110	51110	WE- Sal/Wages FT	7,942	8,152	8,379	10,660	2,508	30.77%	10,423	(237)	-2.2%	
		Salaries Total	7,942	8,152	8,379	10,660	2,508	30.77%	10,423	(237)	-2.2%	
01444110	52100	WE- Health Insurance					-					
01444110	52110	WE- Dental Insurance					-					
01444110	52120	WE- Life Insurance					-					
01444110	52200	WE- FICA	492	505	519	661	156	30.77%	646	(15)	-2.2%	Based on wages: 6.2%
01444110	52210	WE- Medicare	115	118	121	155	36	30.77%	151	(3)	-2.2%	Based on wages: 1.45%
01444110	52300	WE-Retirement - Town	887	1,029	1,178	1,499	470	45.66%	1,466	(33)	-2.2%	Based on wages: 14.06%
		Benefits Total	1,495	1,653	1,819	2,314	662	40.04%	2,263	(51)	-2.2%	
01444110	55025	WE- Burial Expense	3,000	3,000	3,000	3,000	-	0.00%	3,000	-	0.0%	Cremation - aging low income population
01444110	55050	WE- Conf/Room/Meals	200	200	200	200	-	0.00%	200	-	0.0%	Zoom NHLWAA Annual Mtg
01444110	55074	WE - Direct Relief					-					
01444110	55075	WE - Direct Relief- Electricity	7,500	7,500	6,000	6,000	(1,500)	-20.00%	7,500	1,500	25.0%	
01444110	55076	WE - Direct Relief-Food/Gas	500	500	500	500	-	0.00%	500	-	0.0%	Grocery store gift cards when St. V de P not available.
01444110	55077	WE - Direct Relief - Heat	2,500	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	Oil or gas
01444110	55078	WE - Direct Relief -Medical	2,500	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	Usually advocate to other agencies.
01444110	55079	WE - Direct Relief- Rent	45,000	45,000	19,000	19,000	(26,000)	-57.78%	45,000	26,000	138.8%	This line has an offsetting revenue account
01444110	55541	WE - Direct Relief- Hotel			27,000	27,000	27,000			(27,000)	-100.0%	When shelters unavailable or if children/elderly/handicapped involved.
01444110	55088	WE- Dues	55	55	140	140	85	154.55%	55	(85)	-60.7%	State local welfare dues \$40; Housing dues \$100
01444110	55106	WE- Equipment Purchase	250	-			-		-	-		
01444110	55133	WE- Direct Relief General Expense	1,500	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Direct relief that doesn't fall under other lines i.e. car repairs, daycare, etc.
01444110	55190	WE- Mobile Communications	180	180	180	180	-	0.00%	180	-	0.0%	Off hours usag /split 50/50 with TM budget
01444110	55200	WE-Office Supplies	210	210	150	150	(60)	-28.57%	210	60	40.0%	notebooks, folders and desk supplies.
01444110	55224	WE- Postage	20	20	30	30	10	50.00%	20	(10)	-33.3%	Client/state/agencies - postage
01444110	55308	WE- Travel Reimbursement	200	150	150	150	-	0.00%	150	-	0.0%	Local monthly meetings, NHMA Conference - Manchester, State Monthly Meetings -Concord, Seminars
		General Expenses Total	63,615	63,315	62,850	62,850	(465)	-0.73%	63,315	465	0.7%	
		Welfare Total	73,052	73,120	73,048	75,825	2,705	3.70%	76,001	176	0.2%	V
Human Services												
01444511	55360	HS- Human Services Funding	103,805	106,720	105,105	105,105	(1,615)	-1.51%	106,720	1,615	1.5%	See separate list (Human Services Funding Committee)
		Human Services Total	103,805	106,720	105,105	105,105	(1,615)	-1.51%	106,720	1,615	1.5%	V
		Total Welfare & Human Services	176,857	179,840	178,153	180,930	1,090	0.61%	182,721	1,791	1.0%	V

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Parks & Recreation												
Recreation												
01452001	51110	PR- Sal/Wages FT	245,957	252,939	257,136	257,136	4,197	1.68%	251,985	(5,151)	-2.0%	4 FT: Director, Asst. Director, Rec Coord, Office Manager
01452001	51200	PR- Sal/Wages PT	-	-	-	-	-	-	-	-	0.0%	Moved to FT
01452001	51300	PR- Sal/Wages OT	1,200	1,200	-	-	(1,200)	-100.00%	-	-	100.0%	Recreation Coordinator nights and weekends
		Salaries Total	247,157	254,139	257,136	257,136	2,997	1.18%	251,985	(5,151)	-2.0%	
01452001	52100	PR- Health Insurance	35,387	36,275	63,745	63,378	27,103	74.72%	63,378	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01452001	52110	PR- Dental Insurance	4,345	4,345	4,277	4,277	(68)	-1.57%	4,277	-	0.0%	1.5% decrease in the premium rate
01452001	52120	PR- Life Insurance	324	325	270	270	(55)	-16.92%	270	-	0.0%	No change in the premium rate
01452001	52130	PR- LTD Insurance	832	859	883	883	24	2.79%	883	-	0.0%	No change in the premium rate
01452001	52200	PR- FICA	15,324	15,757	15,942	15,942	186	1.18%	15,623	(319)	-2.0%	Based on wages: 6.2%
01452001	52210	PR- Medicare	3,584	3,685	3,728	3,728	43	1.18%	3,654	(75)	-2.0%	Based on wages: 1.45%
01452001	52300	PR- Retirement Town	27,807	32,078	36,153	36,153	4,075	12.70%	35,429	(724)	-2.0%	Based on wages: 14.06%
		Benefits Total	87,403	93,324	124,999	124,632	31,309	33.55%	123,514	(1,118)	-0.9%	
01452001	55088	PR- Dues	700	700	700	700	-	0.00%	700	-	0.0%	NHRP/NRPA/NEPA Dues for Department Staff
01452001	55224	PR- Postage	150	150	150	150	-	0.00%	150	-	0.0%	General office mailing-Done towards the winter
01452001	55293	PR- Supplies	1,500	1,500	1,500	1,500	-	0.00%	1,500	-	0.0%	Office supplies: pens, paper, ink and other supplies
01452001	55542	PR- Senior Services	7,500	7,500	5,000	5,000	(2,500)	-33.33%	7,500	2,500	50.0%	Senior Programming Initiative
		General Expenses Total	9,850	9,850	7,350	7,350	(2,500)	-25.38%	9,850	2,500	34.0%	
		Recreation Total	344,410	357,313	389,485	389,118	31,808	8.90%	385,349	(3,769)	-1.0%	V
Parks												
01452002	51110	PK- Sal/Wages FT	74,454	77,068	81,717	86,283	9,215	11.96%	85,613	(670)	-0.8%	2 FT (Foreman and Laborer)
01452002	51200	PK- Sal/Wages Temp	-	-	-	-	-	-	-	-	0.0%	Using contracted Services
01452002	51300	PK- Sal/Wages OT	5,500	5,500	4,500	4,500	(1,000)	-18.18%	4,500	-	0.0%	OT for 2 FT Employees
01452002	51400	PK- Longevity Pay	900	1,000	-	-	(1,000)	-100.00%	-	-	0.0%	Per Union Contract
		Salaries Total	80,854	83,568	86,217	90,783	7,215	8.63%	90,113	(670)	-0.7%	
01452002	52100	PK- Health Insurance	28,695	29,410	48,813	46,544	17,134	58.26%	46,544	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01452002	52110	PK- Dental Insurance	1,593	1,593	2,906	2,906	1,313	82.42%	2,906	-	0.0%	1.5% decrease in the premium rate
01452002	52120	PK- Life Insurance	108	108	108	108	-	0.00%	108	-	0.0%	No change in the premium rate
01452002	52200	PK- FICA	5,013	5,181	5,345	5,629	447	8.63%	5,587	(42)	-0.7%	Based on wages: 6.2%
01452002	52210	PK- Medicare	1,172	1,212	1,250	1,316	105	8.63%	1,307	(10)	-0.7%	Based on wages: 1.45%
01452002	52300	PK- Retirement Town	9,031	10,576	12,122	12,764	2,188	20.69%	12,670	(94)	-0.7%	Based on wages: 14.06%
		Benefits Total	45,613	48,080	68,545	69,267	21,187	44.07%	69,122	(145)	-0.2%	
01452002	55033	PK- Chem Toilet Rental	1,900	1,900	2,100	2,100	200	10.53%	1,900	(200)	-9.5%	Prices skyrocketed due to covid and a shortage of porta potties.
01452002	55058	PK- Contract Services	45,050	45,050	45,050	45,050	-	0.00%	45,050	-	0.0%	The cost of materials and labor has increased due to covid. This line is very important for the parks to stay well maintained. We will attempt to do more inhouse once we are fully staffed.
01452002	55106	PK- Equipment Purchase	3,000	3,000	5,000	5,000	2,000	66.67%	3,000	(2,000)	-40.0%	We are looking to replace one of our oldest trailers that needs numerous repairs and doesn't actually meet out needs with an enclosed trailer. This true landscape trailer would bring functionality as well as security for our equipment while providing additional storage options. Having a mobile garage will increase our efficiency of our workers who need to load and unload the mowers each night to preserve them.
01452002	55108	PK- Equipment Repairs	850	850	850	850	-	0.00%	850	-	0.0%	We have had numerous repairs on various pieces of equipment. This should remain level funded.
01452002	55109	PK- Equipment Supplies	8,800	8,800	7,800	7,800	(1,000)	-11.36%	8,800	1,000	12.8%	Flags, field paint, keys and locks, lumber misc.

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01452002	55128	PK- Fuel	5,165	5,165	4,200	4,200	(965)	-18.68%	5,165	965	23.0%	Fuel estimate-We are evaluating our routes to become more efficient.
01452002	55164	PK- Landscaping Supplies	15,500	15,500	14,500	14,500	(1,000)	-6.45%	15,500	1,000	6.9%	Purchase of mulch, playground chips, flowers, weed fabric. And infield top dressing. We are looking to replace all the planting around the town bandstand in the spring of 2022.
01452002	55239	PK- Park Maintenance	7,000	7,000	7,000	7,000	-	0.00%	7,000	-	0.0%	This line include irrigation repairs, dock installation as well as purchasing of park supplies like garbage cans.
01452002	55267	PK- Signs	700	700	700	700	-	0.00%	700	-	0.0%	Several signs need replacement such as Gilman Park, Pool, as well as Stewart.
01452002	55314	PK- Uniforms	750	750	750	750	-	0.00%	750	-	0.0%	Shoes, shirts, pants (pricing has increased for beathable material for shirts).
01452002	55319	PK- Vehicle Maintenance	3,000	2,500	2,500	2,500	-	0.00%	2,500	-	0.0%	We are still looking to add snow tires. We had several vehicle repairs that popped up due to accidents which changed our priorities.
		General Expenses Total	91,715	91,215	90,450	90,450	(765)	-0.84%	91,215	765	0.8%	
							-					
01452002	55283	PK- Stewart Park Maintenance	-	-	-	-	-					Stewart Park installation and removal assistance and crane rental for docks removal
		Capital Outlay Total	-	-	-	-	-					
		Parks Total	218,182	222,863	245,212	250,500	27,637	12.40%	250,450	(51)		V
		Total Parks & Recreation	562,592	580,176	634,697	639,618	59,443	10.25%	635,798	(3,820)		V
Other Culture & Recreation												
Other Culture & Recreation												
01452004	55111	OC- Exeter Arts Committee	-	-	-	-	-					Inactive Committee
01452004	55038	OC- Christmas Lights	5,000	5,000	5,000	5,000	-	0.00%	5,000	-	0.0%	Churchill's greenery, Unittl electric bill
01452004	55083	OC- Council on Aging	-	-	-	-	-					Council disbanded and Boston Post Cane ceremony taken over by Historical Society and senior transportation taken over by Transportation Committee
01452004	55037	OC- Christmas Parade	3,000	4,500	4,500	4,500	-	0.00%	4,500	-	0.0%	Parade costs including bands, Police detail, etc.
01452004	55292	OC- Summer Concerts	9,000	9,000	9,000	9,000	-	0.00%	9,000	-	0.0%	Summer concerts in Swasey Parkway
		Other Culture & Recreation Total	17,000	18,500	18,500	18,500	-	0.00%	18,500	-	0.0%	V
Special Events												
01452005	55112	SE- Exeter Brass Band	3,500	3,500	4,000	4,000	500	14.29%	3,500	(500)	-12.5%	Payments to brass band performers
01452005	55320	SE- Veteran's Activities	3,500	3,500	3,500	3,500	-	0.00%	3,500	-	0.0%	Memorial Day flags, Vets Day flags, Lunch
01452005	55006	SE- Fireworks	8,000	8,000	8,000	8,000	-	0.00%	8,000	-	0.0%	Fireworks for AIM Festival
		Special Events Total	15,000	15,000	15,500	15,500	500	3.33%	15,000	(500)	0.0%	V
		Total Other Culture & Recreation	32,000	33,500	34,000	34,000	500	1.49%	33,500	(500)	-1.5%	V

Town of Exeter												
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Org	Object	Description	2020 Budget	2021 Budget	2022 BRC Budget	2022 SB Budget	2022 SB Budget vs. 2021 Budget \$ Increase/(Decrease)	2022 SB Budget vs. 2021 Budget %-Difference	2022 Default Budget	2022 SB Budget vs. 2022 Default Budget \$ Increase/(Decrease)	2022 SB Budget vs. 2022 Default Budget %-Difference	Explanation
Public Library												
Library												
01455001	51110	LB- Sal/Wages FT	451,674	468,192	490,683	490,683	22,491	4.80%	479,769	(10,914)	-2.2%	8 FT Employees
01455001	51200	LB- Sal/Wages PT	178,728	183,340	191,500	191,500	8,160	4.45%	191,500	-	0.0%	14 PT Employees
		Salaries Total	630,402	651,532	682,183	682,183	30,651	4.70%	671,269	(10,914)	-1.6%	
01455001	52100	LB- Health Insurance	85,532	105,795	108,804	108,165	370	0.35%	106,165	-	0.0%	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
01455001	52110	LB- Dental Insurance	6,208	6,208	6,114	6,114	(94)	-1.51%	6,114	-	0.0%	1.5% decrease in the premium rate
01455001	52120	LB- Life Insurance	488	488	488	488	-	0.00%	488	-	0.0%	No change in the premium rate
01455001	52130	LB- LTD Insurance	1,080	1,092	1,086	1,086	(6)	-0.55%	1,086	-	0.0%	No change in the premium rate
01455001	52140	LB-Health Insurance Buyout	-	-	-	-	-	-	-	-	-	
01455001	52200	LB- FICA	39,085	40,395	42,295	42,295	1,900	4.70%	41,619	(677)	-1.6%	Based on wages: 6.2%
01455001	52210	LB- Medicare	9,141	9,447	9,892	9,892	444	4.70%	9,733	(158)	-1.6%	Based on wages: 1.45%
01455001	52300	LB- Retirement Town	50,452	59,096	68,990	68,990	9,894	16.74%	67,456	(1,535)	-2.2%	Based on wages: 14.06%
01455001	52500	LB- Unemployment Comp	218	218	182	182	(36)	-16.51%	182	-	0.0%	Primex
01455001	52600	LB- Workers Comp Insurance	2,819	3,120	3,308	3,308	188	6.03%	3,308	-	0.0%	Primex
01455001	55172	LB- Liability Insurance	1,158	1,338	1,338	1,338	64	5.02%	1,338	-	0.0%	Primex
		Benefits Total	198,179	227,131	240,495	239,856	12,725	5.60%	237,487	(2,369)	-1.0%	
01455001	55326	LB- Water/Sewer Bills-Library	-	-	-	-	-	-	-	-	-	Appropriation for general Library expenses paid directly by Library
01455001	55233	LB- Public Services	206,304	202,604	202,604	202,604	-	0.00%	202,604	-	0.0%	
01455001	55313	LB- Transfer Budget Balance	-	-	-	-	-	-	-	-	-	
		General Expenses Total	206,304	202,604	202,604	202,604	-	0.00%	202,604	-	0.0%	
		Total Library	1,032,885	1,081,267	1,125,282	1,124,643	43,376	4.01%	1,111,380	(13,283)	-1.2%	V
Debt Service & Capital												
Debt Services												
01471121	58003	GF- Epping Rd Water Tank	105,000	105,000	105,000	105,000	-	0.00%	105,000	-	0.0%	2028 Final payment
01471121	58004	GF- Great Dam Removal	155,000	155,000	155,000	155,000	-	0.00%	155,000	-	0.0%	2024 Final payment
01471121	58005	GF- Great Dam Study	34,800	34,200	-	-	(34,200)	-100.00%	-	-	-	2021 Final payment
01471121	58006	GF- Norris Brook Culverts	-	-	-	-	-	-	-	-	-	2019 Final payment
01471121	58007	GF- Sidewalk Program	55,000	55,000	55,000	55,000	-	0.00%	55,000	-	0.0%	2025 Final payment
01471121	58008	GF- Linden St. Bridge/Culvert	70,000	70,000	70,000	70,000	-	0.00%	70,000	-	0.0%	2025 Final payment
01471121	58009	GF- Jady Hill Phase II Utilities	-	-	-	-	-	-	-	-	-	2019 Final payment
01471121	58026	GF- Lincoln Street Ph#2	97,188	97,188	97,188	97,188	-	0.00%	97,188	-	0.0%	2032 Final payment
01471121	58029	GF- Court Street Culvert	116,090	116,090	116,090	116,090	-	0.00%	116,090	-	0.0%	2027 Final payment
01471121	58031	GF- String Bridge Rehabilitation	65,000	65,000	60,000	60,000	(5,000)	-7.69%	60,000	-	0.0%	2023 Final payment
01471121	58034	GF- Rec Park Development	45,600	45,000	45,000	45,000	-	0.00%	45,000	-	0.0%	2024 Final payment
01471121	58035	GF- Salem St. Utility Design & Engin	5,908	5,538	5,538	5,538	-	0.00%	5,538	-	0.0%	2024 Final payment
01471121	58037	GF- Library Renovations/Addition	-	251,600	255,000	255,000	3,400	1.35%	255,000	-	0.0%	2035 Final payment
01471121	58835	GF- Salem St. Utility Improvements	-	56,996	56,996	56,996	56,996	56,996	56,996	-	0.0%	2036 Final payment
		GF Debt Service Principal Total	749,586	999,616	1,020,812	1,020,812	21,196	2.12%	1,020,812	-	0.0%	
01472122	58514	GF- Epping Rd Water Tank Interest	49,300	44,027	38,756	38,756	(5,271)	-11.97%	38,756	-	0.0%	2028 Final payment
01472122	58515	GF- Great Dam Removal Interest	39,525	31,620	23,715	23,715	(7,905)	-25.00%	23,715	-	0.0%	2024 Final payment
01472122	58516	GF- Great Dam Study Interest	2,070	1,026	-	-	(1,026)	-100.00%	-	-	-	2021 Final payment
01472122	58517	GF- Norris Brook Culverts Interest	-	-	-	-	-	-	-	-	-	2019 Final payment
01472122	58518	GF- Sidewalk Program Interest	9,808	7,553	5,848	5,848	(1,705)	-22.57%	5,848	-	0.0%	2025 Final payment
01472122	58519	GF- Linden St. Bridge/Culvert	12,176	9,306	7,136	7,136	(2,170)	-23.32%	7,136	-	0.0%	2025 Final payment
01472122	58520	GF- Jady Hill Phase II Utilities Int	-	-	-	-	-	-	-	-	-	2019 Final payment
01472122	58527	GF- Lincoln Street Ph#2	60,548	55,591	50,635	50,635	(4,956)	-8.92%	50,635	-	0.0%	2032 Final payment
01472122	58528	GF- Court Street Culvert	46,131	40,211	34,290	34,290	(5,921)	-14.72%	34,290	-	0.0%	2027 Final payment
01472122	58530	GF- String Bridge Rehabilitation	12,750	9,435	6,120	6,120	(3,315)	-35.14%	6,120	-	0.0%	2023 Final payment
01472122	58534	GF- Rec Park Development	12,625	9,180	6,885	6,885	(2,295)	-25.00%	6,885	-	0.0%	2024 Final payment
01472122	58535	GF- Salem St. Utility Design & Engin	1,520	1,083	800	800	(283)	-26.13%	800	-	0.0%	2024 Final payment
01472122	58537	GF- Library Renovations/Addition	-	165,566	151,356	151,356	(14,210)	-8.58%	151,356	-	0.0%	2035 Final payment
01472122		GF- Salem St. Utility Improvements	-	39,148	39,148	39,148	39,148	39,148	39,148	-	0.0%	2036 Final payment
		GF Debt Service Interest Total	246,453	374,598	364,689	364,689	(9,909)	-2.65%	364,689	-	0.0%	

Town of Exeter												
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01472323	58501	GF- TAN Interest	1	1	1	1	-	0.00%	1	-	0.0%	Reserve for Tax Anticipation Note
		TAN Interest Total	1	1	1	1	-	0.00%	1	-	0.0%	
01472424	58500	GF- BAN Interest	59,100	-	-	-	-					Interest on BAN (Library renovation) per Newburyport Savings Bank. BAN extended through 8/2020
		BAN Interest Total	59,100	-	-	-	-					
		Debt Services Total	1,055,140	1,374,215	1,385,502	1,385,502	11,287	0.82%	1,385,502	-	0.0%	V
Miscellaneous												
01419417	55081	GG- Disaster Repairs - Insured	1	1	1	1	-	0.00%	1	-	0.0%	
01419417	55224	GG- Postage	1	1	1	1	-	0.00%	1	-	0.0%	Town-wide postage reserve
01419417	55080	GG- Cash Over/Short	1	1	1	1	-	0.00%	1	-	0.0%	Town-wide cash over/short in-house collections
01419417	55189	GG- Misc Expense	1	1	1	1	-	0.00%	1	-	0.0%	Internal audit entry
		General Expenses Total	4	4	4	4	-	0.00%	4	-	0.0%	V
Vehicle Replacement												
01419418	57005	GG- CO - Leases	338,953	280,615	143,658	143,658	(146,957)	-50.57%	143,658	-	0.0%	See separate list
01419418	57012	GG- CO - Vehicles	77,955	108,000	110,000	110,000	4,000	3.77%	110,000	-	0.0%	See separate list
		Capital Outlay Total	416,907	388,615	253,658	253,658	(142,957)	-36.04%	253,658	-	0.0%	
Cemeteries												
01419500	57000	GG-CO-Cemeteries	1	1	1	1	-	0.00%	1	-	0.0%	
			1	1	1	1	-	0.00%	1	-	0.0%	V
Capital Outlay-Other												
01419900	55361	GG- CO- Land Acquisition/Purchase	1	1	1	1	-	0.00%				
01419900	57020	GG- CO-Public Safety Study										
01419900	57008	GG- CO- Equipment	4,250	4,250	4,250	4,250	-	0.00%	4,250	-	0.0%	Vehicle Data Gathering (AA Tracking)
		Capital Outlay Total	4,251	4,251	4,251	4,251	-	0.00%	4,250	-	0.0%	V
		General Government Total	421,183	400,871	257,914	257,914	(142,957)	-35.86%	257,913	-	0.0%	
		Total Debt Service & Capital	1,476,303	1,775,086	1,643,416	1,643,416	(131,670)	-7.42%	1,643,415	-	0.0%	

Town of Exeter												
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Benefits & Taxes												
Payroll Taxes & Benefits												
		GG- Health Insurance Reserve		-	(14,124)	-	-					1% Decrease in Town contribution to Premiums General Fund, Water Fund, Sewer Fund
		GG- Dental Insurance Reserve		-		-	-					2% increase YOY General Fund, Water Fund, Sewer Fund
		GG- Life Insurance Reserve		-		-	-					2% increase YOY General Fund, Water Fund, Sewer Fund
		GG- LTD Insurance Reserve		-		-	-					2% increase YOY General Fund, Water Fund, Sewer Fund
01415531	52153	GG- AD&D Reserve										AD&D Reserve
01415535	52140	GG- Insurance Buyout	160,330	156,054	156,420	148,219	(7,834)	-5.02%	148,219	-	0.0%	Health Insurance Buyout
01415535	52200	GG- FICA			1	1	1		1	-	0.0%	
01415535	52210	GG- Medicare			1	1	1		1	-	0.0%	
01415536	52150	GG-Retirement/ Sick Leave Buyout	1	1	1	1	-	0.00%	1	-	0.0%	Use funds in Sick Leave CRF
01415531	55125	GG- Flexible Spending Fees	1,221	1,221	1,221	1,221	-	0.00%	1,221	-	0.0%	Fees for employees FSA account
		Payroll Taxes & Benefits Total	161,552	157,276	143,520	149,443	(7,832)	-4.98%	149,443	-	0.0%	V
Unemployment												
01415533	52500	GG- Unemployment Comp	2,897	2,897	2,416	2,416	(481)	-16.60%	2,416	-	0.0%	Primex
		Unemployment Total	2,897	2,897	2,416	2,416	(481)	-16.60%	2,416	-	0.0%	V
Worker's Compensation												
01415537	52600	GG- Workers Comp Insurance	213,402	236,198	250,370	250,370	14,172	6.00%	250,370	-	0.0%	Primex
		Worker's Compensation Total	213,402	236,198	250,370	250,370	14,172	6.00%	250,370	-	0.0%	V
Insurance												
01419614	55124	GG- Fleet Insurance	7,141	7,855	8,248	8,248	393	5.00%	8,248	-		Primex
01419614	55157	GG- Insurance Deductible	3,000	3,000	3,000	3,000	-	0.00%	3,000	-		Town has \$1K deductible per occurrence
01419614	55158	GG- Ins Reimbursed Repairs	1	1	1	1	-	0.00%	1	-		
01419614	55172	GG- Liability Insurance	53,237	58,568	61,497	61,497	2,929	5.00%	61,497	-		Primex
		Insurance Total	63,379	69,424	72,746	72,746	3,322	4.79%	72,746	-	0.0%	V
		Total Benefits & Taxes	441,230	465,795	469,052	474,975	9,181	1.97%	474,975	-	0.0%	V
		Total General Fund	19,605,537	19,917,541	20,385,366	20,464,403	546,862	2.75%	20,083,934	(380,469)	-1.9%	

Town of Exeter												
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Warrant Articles/Other												
WAR												
01500000	59***	Self-Contained Breathing Apparatus			59,084	59,084	59,084					CIP P#13, Cost: \$348,344 - Lease purchase \$59,084 for 7 yrs
01500000	59***	Police Body Cameras			52,821	52,821	52,821					CIP P#14, Cost: \$233,000-Lease Purchase \$ 52,821 for 5 yrs
01500000	59017	Sick Leave Expendable Trust Fund	100,000	100,000	100,000	100,000	-	0.00%				Sick Leave Capital Reserve - Funds from GF Balance
01500000	59095	Conservation Fund Appropriation	50,000	50,000			(50,000)	-100.00%				
01500000	59***	Fire Dept Engine #5			82,355	82,355	82,355					CIP P#45, Cost \$850,000, Lease purchase, \$82,355 for 10 years
01500000	59***	Raynes Barn Improvements			100,000	100,000	100,000					CIP P #12 Building Maint. Town is seeking LCHIP grant to reduce Town's expense (GF Fund Balance)
01500000	59***	Highway 1-Ton Dump Body Truck #9			71,801	71,801	71,801					CIP P#71 (GF Fund Balance)
01500000	59049	Snow/Ice Deficit Fund	50,000	50,000	50,000	50,000	-	0.00%				Snow/Ice Deficit Non-Capital CRF (GF Fund Balance)
01500000	59080	Intersection Improvements Program			50,000	50,000	50,000					CIP P#18, requested to advance one yr in response to intersection concerns
01500000	59090	Parks & Rec CRF	100,000	100,000	100,000	100,000	-	0.00%				CIP P#15 Continued investment in capital reserve fund established in 2019 (GF Fund Balance)
01500000	59***	Fire Dept Car#3 Replacement			47,989	47,989	47,989					CIP P#41 (GF Fund Balance)
01500000	59***	Facilities Condition Assessment			45,000	45,000	45,000					CIP P#2, Recommended by Facilities Committee
01500000	59***	Highway Ford Explorer Hybrid #65			44,750	44,750	44,750					CIP P#59
01500000	59***	DPW Replacement of car #51					-					CIP P#87 Deferred by BRC
01500000	59***	Bike & Pedestrian Improvement Plan			25,000	25,000	25,000					CIP P #9 Develop a Bike & Pedestrian Master Plan for inclusion in the Town's Master Plan Document
01500000	59091	LED Streetlight Replacement					-					
01500000	59102	Public Works Garage Design	-	-	25,000	25,000	25,000					CIP P#1 Design (Water & Sewer Fund components)
01500000	59013	SEIU 1984 Collective Bargaining					-					SEIU 1984 CBA
01500000	59072	Sidewalk Program CRF	60,000				-					None for 2021
01500000		Swasey Parkway Permit Fee Approp		1,300	3,635	3,635	2,335	178.62%				Appropriation from Fund Balance to turn over Swasey Parkway fees to the SP Expendable Trust Fund - Amount TBD
01500000		Exeter Police Association Agreement					-					Exeter Police Association CBA
01500000		Exeter Professional Firefighters' Association					-					Exeter Professional Firefighters' Association CBA
01500000	59073	Portable Radio Replacement					-					Fire Dept request for 22 radios in CIP
01500000	59075	Cemetary CRF					-					Maintenance of Town owned inactive cemeteries
01500000	59060	Swasey Parkway CRF					-					Create a CRF for Swasey Parkway Pavillion using escrow account funds
01500000	59074	ADA Accessibility					-					
01500000	59083	Public Safety Data & Analysis					-					Police, Fire/EMS Facility, Staffing & Data Analysis of all operations
01500000	59079	Dispatch Communication upgrade					-					
01500000	59093	Pickpocket Dam CRF	110,000				-					
01500000		Great Bridge Deficit Funding					-					To fund the 2001 Great Bridge Capital Project deficit
01500000		Stewart Park Seawall Deficit Funding		105,794			(105,794)	-100.00%				
01500000	59096	Town wide Vehicle Replacements	147,872				-					See separate vehicle list
01500000		Public Safety Alternatives Analysis		100,000			(100,000)	-100.00%				
01500000	59079	Communications Repeater Site	78,792				-					CIP P#11 Fuller Lane Water Tower
01500000	59094	Metered Parking	115,000				-					Train St (Metered) Lincoln St (1 Hr)
01500000		Highway Pavement Hot Box			59,481	59,481	59,481					CIP P#63
01500000		Total Warrant Articles	811,664	507,094	916,876	916,876	409,782	80.81%				
Borrowing/ Other												
		Pickpocket Dam Modification			185,000	185,000	185,000					CIP P#19 Letter of Deficiency from NHDES
		Westside Dr Area Reconst Design			69,338	69,338	69,338					CIP P#25 Westside Drive Area Reconstruction (Water & Sewer Fund components)
04491040		Library Renovation/Expansion					-					
04491041		Recreation Park Renovation Design & Engineering					-					

Town of Exeter												
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		10 Hampton Rd. Property Purchase			1,250,000	1,250,000	1,250,000					Purchase property for new Parks & Rec offices and \$100K in improvements
		Landfill Solar Array Project		3,600,000	-	-	(3,600,000)	-100.00%				
		Salem St. Area Utility Replacements		1,010,000	-	-	(1,010,000)	-100.00%				
		Borrowing/Other Total	-	4,610,000	1,504,338	1,504,338	(3,105,662)	-67.37%				
		GF Warrant Articles/Other Total	811,664	5,117,094	2,421,214	2,421,214	(2,695,880)	-52.68%				
		Total General Fund Budget & Warrant Articles	20,417,201	25,034,635	22,808,560	22,885,617	(2,149,018)	-8.58%				

Town of Exeter										
2022 Select Board Water Fund Budget										
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WATER FUND										
Administration										
02433021	51110	WA- Sal/Wages FT	211,725	222,420	235,798	238,775	16,355	7.4%	230,628	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations
02433021	51200	WA- Sal/Wages PT	3,145	3,104	861	861	(2,243)	-72.3%	3,238	GF allocation (HR Assistant move to FT)
02433021	51210	WA- Sal/wages Temp	3,500	3,500	3,500	3,500	-	0.0%	3,500	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	218,370	229,024	240,159	243,136	14,112	6.2%	237,366	
02433021	52100	WA- Health Insurance	45,142	51,780	50,154	55,208	3,428	6.6%	53,430	Allocations from GF
02433021	52110	WA- Dental Insurance	3,384	3,691	3,922	4,090	399	10.8%	3,965	Allocations from GF
02433021	52120	WA- Life Insurance	259	275	283	283	8	2.9%	279	Allocations from GF
02433021	52130	WA- LTD Insurance	520	532	556	556	24	4.5%	556	Allocations from GF
02433021	52140	WA - Health Insurance Buyout	2,828	2,214	2,186	2,186	(28)	-1.3%	2,186	Allocations from GF
02433021	52200	WA- FICA	13,539	14,199	14,890	15,074	875	6.2%	14,717	Based on wages: 6.2%
02433021	52210	WA- Medicare	3,166	3,321	3,482	3,525	205	6.2%	3,442	Based on wages: 1.45%
02433021	52300	WA- Retirement Town	23,650	27,526	33,153	33,572	6,046	22.0%	32,426	Based on wages: 14.06%
02433021	52600	WA- Workers Comp Insurance	4,729	5,234	5,548	5,548	314	6.0%	5,548	Primex
		Benefits Total	97,217	108,772	114,174	120,043	11,270	10.4%	116,549	
02433021	55293	WA- Supplies	4,000	4,000	4,000	4,000	-	0.0%	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% Supplies/maint. multi-function plotter
02433021	55055	WA- Consulting Services	5,000	5,000	10,000	10,000	5,000	100.0%	10,000	Misc. consulting services; lead service line replacement plan, risk & resiliency, emergency response plan
02433021	55124	WA- Fleet Insurance	335	368	387	387	19	5.2%	387	Primex
02433021	55228	WA- Property Insurance	45,698	50,273	52,786	52,786	2,513	5.0%	52,786	Primex
02433021	55157	WA- Insurance Deductible	1	1	1	1	-	0.0%	1	Line item for insurance deductible
02433021	55158	WA- Insurance Reimbursed Repairs	1,000	1	1	1	-	0.0%	1	Damage repairs on insurance claims
02433021	55170	WA- Legal Expense	5,000	1	1	1	-	0.0%	1	Legal expenses wellhead negotiations, administrative orders
02433021	55190	WA- Mobile Communications	800	800	800	800	-	0.0%	800	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
02433021	55002	WA- Advertising	500	500	500	500	-	0.0%	500	Bid packages, Requests for Proposals
02433021	55227	WA- Printing	2,600	2,600	2,700	2,700	100	3.8%	2,700	Annual Consumer Confidence Rpt (CCR) & postage
02433021	55171	WA- Legal/Public Notices	4,000	3,000	3,000	3,000	-	0.0%	3,000	Notice of main flushing, Public Hearings, violations
02433021	55050	WA- Conf Rooms/Meals	2,640	-	3,000	3,000	3,000		3,000	Annual national conference Dir 20%, WS Mgr & Asst. Mgr 50%
02433021	55091	WA- Education/Training	6,000	5,000	5,000	5,000	-	0.0%	5,000	Treatment, Distribution & Backflow required CEUs & dues
		General Expenses Total	77,574	71,544	82,176	82,176	10,632	14.9%	82,176	
		Administration Total	393,161	409,340	436,509	445,355	36,014	8.8%	436,091	
Billing										
02433124	51110	WB- Sal/Wages FT	75,818	77,983	77,846	77,846	(137)	-0.2%	88,019	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
02433124	51200	WB- Sal/Wages PT	11,765	12,154	12,493	12,493	339	2.8%	12,215	1 PT Utilities Clerk 24 hrs/wk (50/50 split W&S)
02433124	51300	WB- Sal/Wages OT	306	306	-	-	(306)	-100.0%	-	Allocations from GF
02433124	51400	WB - Longevity Pay	375	375	-	-	(375)	-100.0%	-	Allocations from GF
		Salaries Total	88,264	90,818	90,339	90,339	(479)	-0.5%	100,234	

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02433124	52100	WB- Health Insurance	26,052	26,483	29,070	28,244	1,761	6.6%	28,244	Allocations from GF
02433124	52110	WB- Dental Insurance	1,828	1,828	1,939	1,820	(8)	-0.4%	1,820	Allocations from GF
02433124	52120	WB- Life Insurance	101	101	101	101	-	0.0%	101	Allocations from GF
02433124	52130	WB - LTD Insurance	129	133	135	135	2	1.5%	135	Allocations from GF
02433124	52200	WB- FICA	5,472	5,631	5,601	5,601	(30)	-0.5%	6,215	Based on wages: 6.2%
02433124	52210	WB- Medicare	1,280	1,317	1,310	1,310	(7)	-0.5%	1,453	Based on wages: 1.45%
02433124	52300	WB- Retirement Town	8,545	9,939	10,945	10,945	1,008	10.1%	12,375	Based on wages: 14.06%
02433124	52600	WB- Workers Comp Insurance	1,102	1,220	1,293	1,293	73	6.0%	1,293	Primex
		Benefits Total	44,509	46,652	50,394	49,449	2,798	6.0%	51,636	
02433124	55200	WB- Supplies	3,750	3,750	3,750	3,750	-	0.0%	3,750	Water bill processing, ink cartridges, paper, letterhead, pens, etc
02433124	55224	WB- Postage	5,750	5,750	5,750	5,750	-	0.0%	5,750	Certified shut-off notices
02433124	55055	WB- Consulting Services	5,000	500	500	500	-	0.0%	500	Allocation of actuarial costs for GASB compliance \$500
02433124	55014	WB- Audit Fees	8,500	9,000	13,125	13,125	4,125	45.8%	13,125	Financial Audit and Single Audit Fees for Melanson
02433124	55213	WB- Phone Utilization	4,200	4,263	4,500	4,500	238	5.6%	4,500	12.5% allocation of IT phone utilization
02433124	55159	WB- Internet Services	1,155	2,565	4,266	4,266	1,701	66.3%	4,266	12.5% allocation of IT internet services (website)
02433124	55383	WB- Email Filtering/Archiving	-	2,350	900	900	(1,450)	-61.7%	900	12.5% allocation of IT cost
02433124	55270	WB- Software Agreement	10,500	5,500	16,010	16,010	10,510	191.1%	16,010	Muniflink UB Software Maintenance & Munis Allocation
02433124	55308	WB- Travel Reimbursement	1,500	-	550	550	550		550	Munis PACE training travel
02433124	55091	WB- Education/Training	6,425	-	2,290	2,290	2,290		2,290	Allocation of Munis Training
		General Expenses Total	46,780	33,678	51,641	51,641	17,963	53.3%	51,641	
		Water Billing Total	179,553	171,147	192,374	191,429	20,282	11.9%	203,511	
Distribution										
02433222	51110	WD- Sal/Wages FT	210,258	215,727	214,806	214,806	(921)	-0.4%	214,806	8 FT split 50/50 Water Distribution/Sewer Collection
02433222	51300	WD- Sal/Wages OT	21,000	21,000	21,000	21,000	-	0.0%	21,000	Avg OT rate = \$35/hr, 600 hours; for WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
02433222	51310	WD- Sal/Wages Stand-By	3,640	3,640	3,640	3,640	-	0.0%	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
02433222	51400	WD- Longevity Pay	1,725	1,775	1,825	1,825	50	2.8%	1,825	4 FT per union contract, split 50/50 WD/SC
		Salaries Total	236,623	242,142	241,271	241,271	(871)	-0.4%	241,271	
02433222	52100	WD- Health Insurance	68,863	78,918	80,179	79,718	801	1.0%	79,718	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
02433222	52110	WD- Dental Insurance	4,036	4,715	4,893	4,893	178	3.8%	4,893	1.5% decrease in the premium rate
02433222	52120	WD- Life Insurance	216	216	216	216	-	0.0%	216	No change in the premium rate
02433222	52200	WD- FICA	14,671	15,013	14,959	14,959	(54)	-0.4%	14,959	Based on wages: 6.2%
02433222	52210	WD- Medicare	3,431	3,511	3,498	3,498	(13)	-0.4%	3,498	Based on wages: 1.45%
02433222	52300	WD- Retirement Town	26,431	30,626	33,923	33,923	3,297	10.8%	33,923	Based on wages: 14.06%
02433222	52600	WD- Workers Comp Insurance	8,788	9,727	10,311	10,311	584	6.0%	10,311	Primex
		Benefits Total	126,435	142,725	147,979	147,518	4,793	3.4%	147,518	

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02433222	55022	WD- Building Maintenance	8,000	8,000	10,000	10,000	2,000	25.0%	10,000	9 water pumping stations/wells
02433222	55105	WD- Equipment Maintenance	7,000	7,000	7,000	7,000	-	0.0%	7,000	Pumps, generators, misc equipment
02433222	55252	WD- Road Repairs	10,000	10,000	10,000	10,000	-	0.0%	10,000	Trench patch, materials, crushing (replacing deteriorating service saddles); may use contractor
02433222	55319	WD- Vehicle Maintenance	10,000	9,000	10,000	10,000	1,000	11.1%	10,000	15 vehicles/equipment, 4 trailers split 50/50 WD/SC;mower maintenance 2020 (\$1k)
02433222	55296	WD- System Maintenance	54,000	52,000	52,000	52,000	-	0.0%	52,000	5 Hydrant assemblies, risers, service saddles, curbstops, pipe, valve boxes, other parts
02433222	55059	WD- Tank Maintenance	158,723	158,723	158,723	158,723	-	0.0%	158,723	Tank maintenance & rehab programs - 1 MG Hampton Rd \$42,000/yr; 1.5 MG Epping Rd Tower \$116,723/yr
02433222	55173	WD- Licenses	800	800	800	800	-	0.0%	800	Distribution licenses exams/renewals \$50/ea
02433222	55190	WD- Mobile Communication	1,450	1,600	1,600	1,600	-	0.0%	1,600	4 MIFI's (50%); additional tablet 2020
02433222	55545	WD- Fire Alarm Communication	1	1	3,500	3,500	3,499	349900.0%	3,500	Pump station fire alarms with Burns Security for Gilman, Lary, & Stadium
02433222	55134	WD- General Hand Tools	1,500	1,500	1,500	1,500	-	0.0%	1,500	Drills, bits, taps, dies, ratchet wrenches
02433222	55003	WD- Drug/Alcohol Testing	900	900	900	900	-	0.0%	900	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
02433222	55257	WD- Safety Equipment	3,500	4,000	4,000	4,000	-	0.0%	4,000	PPE incl hardhats, gloves, Tyvek suits, respirators
02433222	55314	WD- Uniforms	2,145	2,145	2,145	2,145	-	0.0%	2,145	Per union contract, 8 split 50/50 WD/SC
02433222	55136	WD- GIS Software	4,500	7,500	9,000	9,000	1,500	20.0%	9,000	Software revisions/maintenance; handheld and software agreement with TISales; new People GIS asset mngt modules
02433222	55188	WD- Metering & Back Flow	80,000	112,000	115,000	115,000	3,000	2.7%	115,000	Rebuild/replace meters to AWWA accuracy specifications, 503 meters >10 yrs old \$152K (3 year ramp up); brass meter parts \$15k; testing, repair & replace backflow devices \$8k, brass fittings
02433222	55235	WD- Pump Station & Towers	41,950	24,450	24,450	24,450	-	0.0%	24,450	Pumps, I/O cards, check valve rebuilds, fuses/breakers
02433222	55194	WD- Natural Gas	10,000	9,000	9,000	9,000	-	0.0%	9,000	Heating/generator fuel; new generators at new well buildings
02433222	55092	WD- Electricity	70,000	70,000	70,000	70,000	-	0.0%	70,000	Water Pumping Stations and towers; 3 wells
02433222	55128	WD- Fuel	9,300	9,300	9,300	9,300	-	0.0%	9,300	Vehicles & equipment fuel
		General Expenses Total	473,769	487,919	498,918	498,918	10,999	2.3%	498,918	
		Water Distribution Total	836,826	872,786	888,167	887,706	14,921	1.7%	887,706	

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Treatment										
02433523	51110	WT- Sal/Wages FT	240,508	248,345	252,448	252,448	4,103	1.7%	251,637	1 FT WTP Ops Spr, 1 Snr Op, 2 WTP Ops
02433523	51300	WT- Sal/Wages OT	19,075	19,075	19,075	19,075	-	0.0%	19,075	
02433523	51310	WT- Sal/Wages Stand-By	7,280	7,280	7,280	7,280	-	0.0%	7,280	Pay for after hours on-call status, \$140/week per union contract
02433523	51400	WT- Longevity Pay	1,500	1,600	1,700	1,700	100	6.3%	1,700	2 FT per union contract
		Salaries Total	268,363	276,300	280,503	280,503	4,203	1.5%	279,692	
02433523	52100	WT- Health Insurance	97,527	99,375	93,717	93,169	(6,206)	-6.2%	93,169	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
02433523	52110	WT- Dental Insurance	6,750	6,750	5,811	5,811	(939)	-13.9%	5,811	1.5% decrease in the premium rate
02433523	52120	WT- Life Insurance	216	216	216	216	-	0.0%	216	No change in the premium rate
02433523	52200	WT- FICA	16,639	17,131	17,391	17,391	261	1.5%	17,341	Based on wages: 6.2%
02433523	52210	WT- Medicare	3,891	4,006	4,067	4,067	61	1.5%	4,056	Based on wages: 1.45%
02433523	52300	WT- Retirement Town	29,976	34,926	39,439	39,439	4,513	12.9%	39,325	Based on wages: 14.06%
02433523	52600	WT- Workers Comp Insurance	8,786	9,725	10,308	10,308	583	6.0%	10,308	Primex
		Benefits Total	163,785	172,129	170,949	170,401	(1,728)	-1.0%	170,225	
02433523	55022	WT- Building Maintenance	12,000	12,000	12,000	12,000	-	0.0%	12,000	3 buildings @ SWTP & GWTP
02433523	55368	WT- Basin/Lagoon Cleaning	30,000	-	12,000	12,000	12,000		12,000	SWTP clearwell cleaning
02433523	55105	WT- Equipment Maintenance	46,000	45,000	45,000	45,000	-	0.0%	45,000	Repair pumps & blowers; replacement parts; chemical tubing; \$15k for Clearwell/CRT/River intake cleaning and inspection
02433523	55294	WT- Supplies Lab Equip	24,000	23,000	25,000	25,000	2,000	8.7%	25,000	Safe Drinking Water Act compliance; chloramine testing reagents & field units; in-line instrumentation calibration
02433523	55055	WT- Consulting	5,000	5,000	5,000	5,000	-	0.0%	5,000	Chloramine nitrification action plan assistance; PFOA asst
02433523	55270	WT- Software Equip/Contracted Ser	5,000	10,000	10,000	10,000	-	0.0%	10,000	VT SCADA/telemetry support, hydraulic model H2O Map
02433523	55173	WT- Licenses	1,200	1,200	1,200	1,200	-	0.0%	1,200	Treatment licenses exams/renewals \$50/ea
02433523	55190	WT- Mobile Communication	3,600	2,600	2,600	2,600	-	0.0%	2,600	WTP Operations Supervisor cellphone and WTP Ipad for SCADA
02433523	55545	WT- Fire Alarm Communication	1	1	1,100	1,100	1,099	109900.0%	1,100	SWTP/GWTP fire alarms
02433523	55257	WT- Safety Equipment	1,500	1,500	1,500	1,500	-	0.0%	1,500	Boots, gloves, hard hats, eye & hearing protection
02433523	55314	WT- Uniforms	2,400	1,500	1,500	1,500	-	0.0%	1,500	Per union contract, 3 emp
02433523	55271	WT- Software Services	7,000	10,000	10,000	10,000	-	0.0%	10,000	VT SCADA software maintenance service
02433523	55072	WT- Dam Registrations	3,000	3,000	3,000	3,000	-	0.0%	3,000	Annual NHDES fees/Reservoir & Pickpocket dams
02433523	55229	WT-Property Taxes	360	360	400	400	40	11.1%	400	Skinner Springs in Stratham (Pickpocket Dam in Brentwood now tax exempt); Pan Am charges for Summer St
02433523	55161	WT- Lab testing	33,500	30,000	32,000	32,000	2,000	6.7%	32,000	Coliform bacteria, organic carbon, volatile & synthetic, quarterly PFOA/PFAS \$4,500; 30 Lead & Copper samples
02433523	55034	WT- Chemicals	105,000	131,000	135,000	135,000	4,000	3.1%	135,000	11 chemicals including ammonium sulfate for chloramines & greensand filters; New regulations require the addition of ferric chloride for arsenic precipitation.
02433523	55194	WT- Natural Gas	23,000	19,000	19,000	19,000	-	0.0%	19,000	heating/generator fuel
02433523	55092	WT- Electricity	72,000	72,000	72,000	72,000	-	0.0%	72,000	Pumps, lights, etc
02433523	55128	WT- Fuel	1,860	1,860	1,860	1,860	-	0.0%	1,860	Water Treatment Plant truck
02433523	55211	WT- Phone Lease Alarms	4,945	4,945	4,945	4,945	-	0.0%	4,945	AT&T texting alarm services

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		General Expenses Total	381,366	373,966	395,105	395,105	21,139	5.7%	395,105	
		Water Treatment Total	813,514	822,395	846,557	846,009	23,614	2.9%	845,022	

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Debt Service										
02471125	58024	Water Tank SRF	201,558	208,314	215,297	215,297	6,983	3.4%	215,297	2028 Final payment
02471125	58010	Water Line- Main & Lincoln Sts	120,000	120,000	120,000	120,000	-	0.0%	120,000	2024 Final payment
02471125	58022	Water Line Replacement- JH	153,700	151,050	-	-	(151,050)	-100.0%	-	2021 Final payment
02471125	58012	Portsmouth Ave Waterline	15,268	15,268	15,268	15,268	-	0.0%	15,268	2023 Final payment
02471125	58023	Lary Lane GWTP SRF	224,045	228,436	232,914	232,914	4,478	2.0%	232,914	2036 Final payment
02471125	58027	Lincoln Street Phase #2	9,593	9,593	9,593	9,593	-	0.0%	9,593	2032 Final payment
02471125	58028	Court Street Culvert	3,910	3,910	3,910	3,910	-	0.0%	3,910	2027 Final payment
02471125	58032	Washington Street	55,000	55,000	55,000	55,000	-	0.0%	55,000	2028 Final payment
02471125	58035	Salem St. Utility Design & Engin	29,538	27,692	27,692	27,692	-	0.0%	27,692	2024 Final payment
02471125	58036	Surface Water Plant TTHM Treatme	84,000	88,241	88,241	88,241	-	0.0%	88,241	2034 Final payment
02471125	58038	Groundwater Sources		109,000	105,000	105,000	(4,000)	(0)	105,000	2025 Final payment
02471125		Salem St. Utility Improvements			141,078	141,078	141,078		141,078	2036 Final payment
		Water Debt Service Principal Total	896,612	1,016,504	1,013,993	1,013,993	(2,511)	-0.2%	1,013,993	
02472126	58524	Water Tank SRF	69,188	62,432	55,450	55,450	(6,982)	-11.2%	55,450	2028 Final payment
02472126	58502	Water Line- Main & Lincoln Sts	30,600	24,480	18,360	18,360	(6,120)	-25.0%	18,360	2024 Final payment
02472126	58521	Water Line Replacement- JH	9,143	4,532	-	-	(4,532)	-100.0%	-	2021 Final payment
02472126	58504	Portsmouth Ave Waterline	3,267	2,450	1,634	1,634	(816)	-33.3%	1,634	2023 Final payment
02472126	58522	Lary Lane GWTP SRF	87,587	83,196	78,719	78,719	(4,477)	-5.4%	78,719	2036 Final payment
02472126	58525	Lincoln Street Phase #2	5,977	5,487	4,998	4,998	(489)	-8.9%	4,998	2032 Final payment
02472126	58529	Court Street Culvert	1,554	1,354	1,155	1,155	(199)	-14.7%	1,155	2027 Final payment
02472126	58531	Washington Street	24,480	21,675	18,870	18,870	(2,805)	-12.9%	18,870	2028 Final payment
02472126	58535	Salem St. Utility Design & Engin	7,593	5,414	4,002	4,002	(1,412)	-26.1%	4,002	2024 Final payment
02472126	58536	Surface Water Plant TTHM Treatme	28,649	8,458	7,518	7,518	(940)	-11.1%	7,518	2034 Final payment
02472126	58538	Groundwater Sources		27,204	21,420	21,420	(5,784)	-21.3%	21,420	2025 Final payment
02472126		Salem St. Utility Improvements			96,902	96,902	96,902		96,902	
		Water Debt Service Interest Total	268,038	246,682	309,028	309,028	62,346	25.3%	309,028	
		Debt Service Total	1,164,650	1,263,186	1,323,021	1,323,021	59,835	4.7%	1,323,021	
Capital Outlay										
02490027	55318	CO- Capital Outlay - Leases	17,031	15,329	15,329	15,329	-	0.0%	15,329	See separate lease schedule
02490027	57009	CO- Capital Outlay - Vehicle	48,059	-	78,220	78,220	78,220		78,220	Ford Escape Hyb & 1/2 ton crew cab Hyb split 50/50 W/S; 3/4 ton crew cab water only
02490027	55361	CO- Capital Outlay - Land Acquisition/Purchase	1	1	1	1	-	0.0%	1	
02490027	57015	CO- Water System Capital	100,000	500,000	460,000	460,000	(40,000)	-8.0%	460,000	Filter/Clarifier Maint. \$340,000; LLW Rehab \$100,000; Stadium Well Rehab/Repairs \$20,000
		Capital Outlay Total	165,091	515,330	553,550	553,550	38,220	7.4%	553,550	
		Water Fund Total	3,552,795	4,054,184	4,240,178	4,247,070	192,886	4.8%	4,248,901	

Town of Exeter										
2022 Select Board Water Fund Budget										
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WF -Warrant Articles/Borrowing										
02500000	59102	Public Works Garage Design		-	12,500	12,500	12,500		12,500	CIP P#1 Design (General Fund & Sewer Fund components)
02500000		Replacement of car #51								CIP P#87 Split 50/50 Water and Sewer Deferred by BRC
		Westside Dr Area Reconst Design			192,038	192,038	192,038		192,038	CIP P#25 Westside Drive Area Reconstruction (General Fund & Sewer Fund components)
02500000		SEIU 1984 Collective Bargaining					-			SEIU 1984 CBA
		Salem St. Area Utility Replacements		2,500,000			(2,500,000)	-100.0%		
		Groundwater Source Development	200,000	1,000,000			(1,000,000)	-100.0%		
		Warrant Articles/Borrowing Total	200,000	3,500,000	204,538	204,538	(3,295,462)	-94.2%	204,538	
		Total Water Fund with WAR	3,752,795	7,554,184	4,444,716	4,451,608	(3,102,576)	-41.1%	4,453,439	

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Org	Object	Description	2020 Budget	2020 Actual	2021 Budget	2021 September Actual	2022 BRC Budget	2022 SB Budget	2022 SB Budget vs. 2021 Budget \$ Increase/-(Decrease)	2022 SB Budget vs. 2021 Budget %- Difference	2022 Default Budget	Explanation
SEWER FUND												
Administration												
03432031	51110	SA- Sal/Wages FT	211,725	213,455	222,420	169,881	235,798	238,775	16,355	7.4%	230,628	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations
03432031	51200	SA- Sal/Wages PT	3,145	5,588	3,104	2,412	861	861	(2,243)	-72.3%	3,238	GF allocation (HR Assistant move to FT)
03432031	51210	SA- Sal/Wages Temp	3,500	-	3,500	3,033	3,500	3,500	-	0.0%	3,500	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	218,370	219,043	229,024	175,326	240,159	243,136	14,112	6.2%	237,366	
03432031	52100	SA- Health Insurance	45,142	45,142	51,780	39,387	50,154	55,208	3,428	6.6%	53,430	Allocations from GF
03432031	52110	SA- Dental Insurance	3,384	2,878	3,691	2,808	3,922	4,090	399	10.8%	3,985	Allocations from GF
03432031	52120	SA- Life Insurance	259	259	275	218	283	283	8	2.9%	279	Allocations from GF
03432031	52130	SA- LTD Insurance	520	520	532	399	556	556	24	4.5%	556	Allocations from GF
03432031	52140	SA- Health Insurance Buyout	2,828	2,828	2,214	1,661	2,186	2,186	(28)	-1.3%	2,186	Allocations from GF
03432031	52200	SA- FICA	13,539	13,459	14,199	10,679	14,890	15,074	875	6.2%	14,717	Based on wages: 6.2%
03432031	52210	SA- Medicare	3,166	3,147	3,321	2,498	3,482	3,525	205	6.2%	3,442	Based on wages: 1.45%
03432031	52300	SA- Retirement Town	23,650	24,099	27,526	21,146	33,153	33,572	6,046	22.0%	32,426	Based on wages: 14.06%
03432031	52600	SA- Workers Comp Insurance	4,729	4,729	5,234	4,461	5,548	5,548	314	6.0%	5,548	Primex
		Benefits Total	97,217	97,061	108,772	83,257	114,174	120,043	11,270	10.4%	116,549	
03432031	55293	SA- Supplies	4,000	4,044	4,000	3,216	4,000	4,000	-	0.0%	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% supplies/maint. multi-function plotter
03432031	55224	SA- Postage	2,000	2,255	2,000	1,447	2,000	2,000	-	0.0%	2,000	Postage allocation, IPP notices and MOR reports
03432031	55055	SA- Consulting Services	12,000	48,095	32,000	21,474	12,000	12,000	(20,000)	-62.5%	12,000	WW lagoon groundwater discharge permit; PFAS/PFOA; trunk lines capacity evaluation \$20k in 2020
03432031	55124	SA- Fleet Insurance	662	662	728	729	765	765	37	5.1%	765	Primex
03432031	55228	SA- Property Insurance	68,824	68,825	75,713	75,713	79,499	79,499	3,786	5.0%	79,499	Primex
03432031	55257	SA- Safety Equipment	-	547	-	130	-	-	-	-	-	DOL & OSHA standards, asbestos pipe, confined space equip. maint (moved to SC & ST)
03432031	55158	SA-Insurance Reimbursed Repairs	1,000	-	1	-	1	1	-	0.0%	1	Damage repairs on insurance claims
03432031	55170	SA- Legal Expense	5,000	17,618	5,000	5,722	7,500	7,500	2,500	50.0%	7,500	Legal expenses related to EPA permit issues
03432031	55190	SA- Mobile Communications	800	449	800	160	800	800	-	0.0%	800	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
03432031	55002	SA- Advertising	500	-	500	-	500	500	-	0.0%	500	Bid packages, requests for proposals
03432031	55050	SA- Conf Rooms/Meals	2,640	535	1	-	3,000	3,000	2,999	299900.0%	3,000	Annual national conference
03432031	55091	SA- Education/Training	4,500	2,965	4,500	705	4,500	4,500	-	0.0%	4,500	Wastewater treatment and collections training
		General Expenses Total	101,926	145,994	125,243	109,296	114,565	114,565	(10,678)	-8.5%	114,565	
		Administration Total	417,513	462,097	463,039	367,879	468,888	477,744	14,704	3.2%	468,480	
Billing												
03432134	51110	SB- Sal/Wages FT	75,818	76,522	77,983	59,694	77,946	77,846	(137)	-0.2%	88,019	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
03432134	51200	SB- Sal/Wages PT	11,765	7,286	12,154	4,301	12,493	12,493	339	2.8%	12,215	1 PT Utilities Clerk 24 hrs/week (from 16 hrs/week PRYR) (50/50 split W&S)
03432134	51300	SB- Sal/Wages OT	306	322	306	36	-	-	(306)	-100.0%	-	Allocations from GF
03432134	51400	SB- Longevity Pay	375	375	375	281	-	-	(375)	-100.0%	-	Allocations from GF
		Salaries Total	88,264	84,505	90,818	64,312	90,339	90,339	(479)	-0.5%	100,234	

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03432134	52100 SB- Health Insurance	26,052	26,052	26,483	19,827	29,070	28,244	1,761	6.6%	28,244	Allocations from GF	
03432134	52110 SB- Dental Insurance	1,828	1,714	1,828	1,371	1,939	1,820	(8)	-0.4%	1,820	Allocations from GF	
03432134	52120 SB- Life Insurance	101	101	101	91	101	101	-	0.0%	101	Allocations from GF	
03432134	52130 SB - LTD Insurance	129	129	133	99	135	135	2	1.5%	135	Allocations from GF	
03432134	52200 SB- FICA	5,472	5,124	5,631	3,895	5,601	5,601	(30)	-0.5%	6,215	Based on wages: 6.2%	
03432134	52210 SB- Medicare	1,280	1,199	1,317	912	1,310	1,310	(7)	-0.5%	1,453	Based on wages: 1.45%	
03432134	52300 SB- Retirement Town	8,545	8,612	9,939	7,470	10,945	10,945	1,006	10.1%	12,375	Based on wages: 14.06%	
03432134	52600 SB- Workers Comp Insurance	1,102	1,102	1,220	1,040	1,293	1,293	73	6.0%	1,293	Primex	
	Benefits Total	44,509	44,033	46,652	34,705	50,394	49,449	2,798	6.0%	51,636		
03432134	55200 SB- Supplies	3,750	2,366	3,750	1,234	3,750	3,750	-	0.0%	3,750	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc	
03432134	55224 SB- Postage	2,500	3,000	2,500	1,500	2,500	2,500	-	0.0%	2,500	Postage for sewer bills	
03432134	55055 SB- Consulting Services	5,000	-	500	-	500	500	-	0.0%	500	Allocation of actuarial costs for GASB compliance \$500	
03432134	55014 SB- Audit Fees	8,500	8,500	9,000	8,875	13,125	13,125	4,125	45.8%	13,125	Financial Audit and Single Audit Fees for Melanson	
03432134	55213 SB- Phone Utilization	4,200	4,290	4,263	2,786	4,500	4,500	238	5.6%	4,500	12.5% allocation of IT phone utilization	
03432134	55247 SB- Registry of Deeds	25	-	25	-	25	25	-	0.0%	25	Sewer Lien Releases	
03432134	55159 SB- Internet Services	1,155	1,155	2,565	1,628	4,266	4,266	1,701	66.3%	4,266	12.5% allocation of IT internet services (website)	
03432134	55383 SB- Email Archiving			2,350	1,434	900	900	(1,450)	-61.7%	900	12.5% allocation of IT cost	
03432134	55270 SB- Software Agreement	10,500	8,952	5,500	14,828	16,010	16,010	10,510	191.1%	16,010	Munilink UB Software Maintenance & Munis Allocation	
03432134	55308 SB- Travel Reimbursement	1,500	-	-	-	550	550	550		550	Munis PACE training travel	
03432134	55091 SB- Education & Training	6,425	-	-	-	2,290	2,290	2,290		2,290	Allocation of Munis Training	
	General Expenses Total	43,555	28,264	30,453	32,286	48,416	48,416	17,963	59.0%	48,416		
	Sewer Billing Total	176,328	156,801	167,922	131,302	189,149	188,204	20,282	12.1%	200,286		
Collection												
03432532	51110 SC- Sal/Wages FT	210,258	199,482	215,727	144,718	214,806	214,806	(921)	-0.4%	214,806	8 FT split 50/50 WD/SC	
03432532	51300 SC- Sal/Wages OT	21,000	9,238	21,000	1,826	21,000	21,000	-	0.0%	21,000	WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)	
03432532	51310 SC- Sal/Wages Stand-By	3,640	3,500	3,640	2,800	3,640	3,640	-	0.0%	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC	
03432532	51400 SC- Longevity Pay	1,725	1,725	1,775	-	1,825	1,825	50	2.8%	1,825	8 FT per union contract split 50/50 WD/SC	
	Salaries Total	236,623	213,946	242,142	149,344	241,271	241,271	(871)	-0.4%	241,271		
03432532	52100 SC-Health Insurance	68,863	68,863	78,918	50,791	80,179	79,718	801	1.0%	79,718	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)	
03432532	52110 SC- Dental Insurance	4,036	3,740	4,715	3,066	4,893	4,893	178	3.8%	4,893	1.5% decrease in the premium rate	
03432532	52120 SC- Life Insurance	216	227	216	153	216	216	-	0.0%	216	No change in the premium rate	
03432532	52200 SC- FICA	14,671	12,594	15,013	9,026	14,959	14,959	(54)	-0.4%	14,959	Based on wages: 6.2%	
03432532	52210 SC- Medicare	3,431	2,946	3,511	2,110	3,498	3,498	(13)	-0.4%	3,498	Based on wages: 1.45%	
03432532	52300 SC- Retirement Town	26,431	23,898	30,626	17,942	33,923	33,923	3,297	10.8%	33,923	Based on wages: 14.06%	
03432532	52600 SC- Workers Comp Ins	8,787	8,787	9,725	8,290	10,308	10,308	583	6.0%	10,308	Primex	
	Benefits Total	126,434	121,054	142,723	91,378	147,976	147,515	4,792	3.4%	147,515		

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03432532	55022	SC- Building Maintenance	10,000	5,427	10,000	7,126	10,000	10,000	-	0.0%	10,000	10 pumping stations
03432532	55105	SC- Equipment Maintenance	5,000	3,721	5,000	2,436	5,000	5,000	-	0.0%	5,000	consumables; repairs; cutting heads
03432532	55252	SC- Road Repairs	5,000	1,565	5,000	830	5,000	5,000	-	0.0%	5,000	Sewer trench paving; compaction test requirements, service repairs at mains
03432532	55153	SC- I/ Abatement	20,000	3,033	20,000	-	20,000	20,000	-	0.0%	20,000	Maintenance, catch basin & sump pump removal, smoke & dye testing
03432532	55369	SC- Pipe Relining	40,000	79,452	40,000	-	40,000	40,000	-	0.0%	40,000	Relining vitrified clay, RCP
03432532	55319	SC- Vehicle Maintenance	10,000	11,284	9,000	10,341	10,000	10,000	1,000	11.1%	10,000	10 vehicles, 3 trailers, split 50/50 with water dist
03432532	55140	SC- Grit Removal	2,500	-	2,500	2,148	2,750	2,750	250	10.0%	2,750	Transport of gravel, sand, etc. to Waste Management from WWTP
03432532	55543	SC- CSO Monitoring	13,500	13,500	13,500	9,000	13,500	13,500	-	0.0%	13,500	Maintenance fee for Combined Sewer Overflow (CSO) \$ 13.5K for monitoring
03432532	55179	SC- Manhole Maintenance	69,600	66,138	69,600	7,237	69,600	69,600	-	0.0%	69,600	Manholes, piping & service repairs
03432532	55236	SC- Pump & Control Maintenance	49,450	38,252	49,450	24,539	49,450	49,450	-	0.0%	49,450	Maintain 22 sewer pumps; wear rings, impellers, shaft couplings, seals
03432532	55173	SC- Licenses	1,000	431	1,000	70	850	850	(150)	-15.0%	850	19 certifications for 16 individuals in sewer collection; 1/2 master electrician (due in Nov)
03432532	55190	SC- Mobile Communications	1,450	1,054	1,600	1,188	1,600	1,600	-	0.0%	1,600	4 MiFi's (50%)
03432532	55003	SC- Drug/Alcohol Testing	800	97	500	173	500	500	-	0.0%	500	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
03432532	55545	SC- Fire Alarm Communication	1	-	1	-	1,500	1,500	1,499	149900.0%	1,500	Main Pump Station fire alarm
03432532	55257	SC- Safety Equipment	2,250	2,020	2,500	2,153	2,750	2,750	250	10.0%	2,750	PPE & tools for new asbestos pipe OSHA standards, confined space equip. maint.
03432532	55314	SC- Uniforms	2,145	2,131	2,145	1,328	2,145	2,145	-	0.0%	2,145	7 split 50/50 WD/SC
03432532	55136	SC- GIS Software	4,500	4,750	7,500	5,875	9,000	9,000	1,500	20.0%	9,000	Software revisions/maintenance; handheld and software agreement with TISales; new asset mngt modules
03432532	55260	SC- SCADA Software	3,000	-	3,000	-	3,000	3,000	-	0.0%	3,000	Software annual maintenance; I/O cards
03432532	55301	SC- Tools	2,500	1,774	2,500	916	2,500	2,500	-	0.0%	2,500	Sewer augers, CCTV parts
03432532	55194	SC- Natural Gas	11,150	6,612	11,150	5,526	11,150	11,150	-	0.0%	11,150	Heat & generator fuel
03432532	55092	SC- Electricity	82,000	79,202	82,000	58,012	82,000	82,000	-	0.0%	82,000	Heat, lights, pumps, etc. (new power for MPS grinder pump)
03432532	55128	SC- Fuel	9,300	9,960	9,300	8,032	9,300	9,300	-	0.0%	9,300	Diesel, propane, gasoline for vehicles, equipment and pumping stations
		General Expenses Total	345,146	330,403	347,246	146,930	351,595	351,595	4,349	1.3%	351,595	
		Collection Total	708,202	665,403	732,111	387,652	740,841	740,380	8,270	1.1%	740,380	
Treatment												
03432633	51110	ST- Sal/Wages FT	255,439	262,716	269,641	209,020	280,426	280,426	10,785	4.0%	279,296	5 FT: 3 Operators, 1 Sr Operator, 1 Chief Operator FY (8 Mos in 2021)
03432633	51300	ST- Sal/Wages OT	19,000	27,145	19,000	16,583	19,000	19,000	-	0.0%	19,000	average OT rate = \$36.95/hr, 514 hours
03432633	51310	ST- Sal/Wages Stand-By	7,280	7,280	7,280	5,600	7,280	7,280	-	0.0%	7,280	After hours on-call status, \$140/wk per union contract
03432633	51350	ST- Sal/Wages Storm Related FEMA	1	-	1	-	1	1	-	0.0%	1	Expenses related to declared emergencies
03432633	51400	ST- Longevity Pay	700	700	750	-	800	800	50	6.7%	800	1 FT per union contract
		Salaries Total	282,420	297,841	296,672	231,203	307,507	307,507	10,835	3.7%	306,377	

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03432633	52100	ST- Health Insurance	122,421	122,421	125,845	90,352	127,489	126,757	912	0.7%	126,757	1.6% increase in the premium rate and a 1% decrease in employer contribution (effective 7/1/2022)
03432633	52110	ST- Dental Insurance	8,650	7,799	7,800	5,954	8,520	8,520	720	9.2%	8,520	1.5% decrease in the premium rate
03432633	52120	ST- Life Insurance	270	298	270	216	270	270	-	0.0%	270	No change in the premium rate
03432633	52200	ST- FICA	17,510	17,309	18,394	13,227	19,065	19,065	672	3.7%	18,995	Based on wages: 6.2%
03432633	52210	ST- Medicare	4,095	4,048	4,302	3,094	4,459	4,459	157	3.7%	4,442	Based on wages: 1.45%
03432633	52300	ST- Retirement Town	31,546	33,269	37,494	28,190	43,235	43,235	5,741	15.3%	43,077	Based on wages: 14.06%
03432633	52600	ST- Workers Comp Insurance	8,787	8,787	9,727	8,292	10,311	10,311	584	6.0%	10,311	Primex
		Benefits Total	193,279	193,931	203,831	149,325	213,350	212,618	8,786	4.3%	212,372	
03432633	55022	ST- Building Maintenance	10,500	18,403	10,500	20,583	10,500	10,500	-	0.0%	10,500	3 high exposure buildings; 6 new buildings & 4 large process tanks
03432633	55105	ST- Equipment Maintenance	50,000	43,395	75,000	38,116	97,500	97,500	22,500	30.0%	97,500	Chem feed pumps, flow meters, motorized valves, aerators; new centrifuges (2), RAS/WAS pumps (6), UV Bulbs & Ballasts; DO, ORP & TN probes replacement; Atlas Copco (\$5k); Solarbee circulator maint contract (\$17,680)
03432633	55337	ST- Weed Control	3,000	2,056	4,500	2,206	4,500	4,500	-	0.0%	4,500	Invasive species control in lagoons from 2x to 3x/yr
03432633	55204	ST- Outfall Dredging	6,500	-	6,500	-	1	1	(6,499)	-100.0%	1	biennial inspection & cleaning if needed
03432633	55154	ST- Industrial Pre-treat	15,000	4,602	12,000	2,782	12,000	12,000	-	0.0%	12,000	5 significant industrial permits with monitoring
03432633	55220	ST- Pond/Lagoon Maintenance	2,500	1,344	2,500	150	2,000	2,000	(500)	-20.0%	2,000	Inter-lagoon sluice gates/piping, wires, etc.
03432633	55173	ST- Licenses	1,200	328	1,200	625	1,000	1,000	(200)	-16.7%	1,000	Required training for licensing; professional development; master electrician 15 hr training
03432633	55190	ST- Mobile Communications	3,000	1,719	3,000	987	3,000	3,000	-	0.0%	3,000	WWTP operators' 1 MiFi for SCADA backup
03432633	55545	ST- Alarm Communications	1	-	1	-	7,500	7,500	7,499	749900.0%	7,500	WWTF fire alarms and SCADA alarms, 7 @ \$1500/building
03432633	55003	ST- Drug/Alcohol Testing	500	16	500	83	500	500	-	0.0%	500	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
03432633	55257	ST- Safety Equipment	2,500	2,968	3,500	921	3,500	3,500	-	0.0%	3,500	PPE, gas monitors, Tyvek suits, gloves, confined space equip. maint.
03432633	55314	ST- Uniforms	3,375	2,220	3,375	1,642	3,375	3,375	-	0.0%	3,375	uniforms for 5 operators
03432633	55260	ST- SCADA Software/Hardware	5,000	4,917	5,000	2,662	5,000	5,000	-	0.0%	5,000	Software revisions/annual maintenance
03432633	55072	ST- Dam Registration	1,500	1,500	1,500	-	1,500	1,500	-	0.0%	1,500	Annual NHDES dam fees for WWTP and Clemson Pond lagoons
03432633	55161	ST- Lab Testing	60,000	57,931	46,000	43,619	105,000	105,000	59,000	128.3%	105,000	CSO testing, NPDES nitrogen testing, EPA effluent testing, groundwater monitor report, Great Bay & river monitoring from \$18k to \$75k & TN annual report
03432633	55034	ST- Chemicals	100,000	64,897	100,000	56,638	100,000	100,000	-	0.0%	100,000	polymer, magnesium hydroxide & supplemental carbon
03432633	55373	ST- Solids Handling	336,000	233,699	280,000	180,458	280,000	280,000	-	0.0%	280,000	Biweekly centrifuge solids generation & weekly disposal at Turnkey
03432633	55194	ST- Natural Gas	22,000	11,158	20,000	11,461	20,000	20,000	-	0.0%	20,000	Building heat
03432633	55092	ST- Electricity	312,000	228,385	250,000	146,130	250,000	250,000	-	0.0%	250,000	Aerators, lights, recirc. & chem feed pumps
03432633	55128	ST- Fuel	4,200	1,619	3,600	2,600	3,600	3,600	-	0.0%	3,600	2 vehicles
03432633	55131	ST- Gas Monitoring	1,000	-	1,000	-	100	100	(900)	-90.0%	100	Hydrogen sulfide monitoring
		General Expenses Total	939,776	681,156	829,676	511,663	910,576	910,576	80,900	9.8%	910,576	
		Sewer Treatment Total	1,415,476	1,172,927	1,330,179	892,191	1,431,433	1,430,701	100,521	7.6%	1,429,325	

Town of Exeter												
2022 Select Board Sewer Fund Budget												
December 8, 2021, Version #3												
Org	Object	Description	2020 Budget	2020 Actual	2021 Budget	2021 September Actual	2022 BRC Budget	2022 SB Budget	2022 SB Budget vs. 2021 Budget \$ Increase/-(Decrease)	2022 SB Budget vs. 2021 Budget %- Difference	2022 Default Budget	Explanation
Debt Service												
03471135	58020	Sewer Line Replacement	101,500	101,500	99,750	99,750	-	-	(99,750)	-100.0%	-	2021 Final payment
03471135	58009	Jady Hill Phase II	130,000	130,000	130,000	130,000	130,000	130,000	-	0.0%	130,000	2032 Final payment
03471135	58013	Portsmouth Av Sewerline	79,732	79,732	79,732	79,732	79,732	79,732	-	0.0%	79,732	2032 Final payment
03471135	58011	Sewerline Lincoln & Main Sts	20,000	20,000	15,000	15,000	15,000	15,000	-	0.0%	15,000	2024 Final payment
03471135	58025	Lincoln Street Ph#2	53,219	53,219	53,219	53,219	53,219	53,219	-	0.0%	53,219	2032 Final payment
03471135	58035	Salem St. Utility Design & Engin	28,554	28,554	26,769	26,769	26,769	26,769	-	0.0%	26,769	2024 Final payment
03471135	58033	Wastewater Treatment Plant	2,666,533	2,642,940	2,642,940	-	2,666,533	2,620,678	(22,262)	-0.8%	2,620,678	2039 Final payment STATE ESTIMATE dated 12/4/2020
03471135		SWTP Lagoon Sludge Removal					143,650	143,650	143,650		143,650	2036 Final payment
03471135		Salem St. Utility Improvements					89,726	89,726	89,726		89,726	2036 Final payment
		Sewer Debt Service Principal Total	3,079,538	3,055,946	3,047,410	404,471	3,204,629	3,158,774	111,363	3.7%	3,158,774	
03472136	58511	Sewer Line Replacement	6,038	6,038	2,993	2,993	-	-	(2,993)	-100.0%	-	2021 Final payment
03472136	58520	Jady Hill Phase II	61,150	61,150	55,950	55,950	50,750	50,750	(5,200)	-8.3%	50,750	2032 Final payment
03472136	58505	Portsmouth Ave Sewerlins	17,063	17,063	12,797	12,797	8,531	8,531	(4,266)	-33.3%	8,531	2023 Final payment
03472136	58503	Sewerline Lincoln & Main Sts	4,080	4,080	3,060	3,060	2,295	2,295	(765)	-25.0%	2,295	2024 Final payment
03472136	58526	Lincoln Street Ph#2	33,156	33,156	30,441	30,441	27,727	27,727	(2,714)	-8.9%	27,727	2032 Final payment
03472136	58535	Salem St. Utility Design & Engin	7,340	7,340	5,233	5,233	3,868	3,868	(1,365)	-26.1%	3,868	2024 Final payment
03472136	58533	Wastewater Treatment Plant	1,640,631	1,632,198	948,897	-	906,621	891,031	(57,866)	-6.1%	891,031	2039 Final payment STATE ESTIMATE dated 12/4/2020
03472136		SWTP Lagoon Sludge Removal					100,890	100,890	100,890		100,890	2036 Final payment
03472136		Salem St. Utility Improvements					61,630	61,630	61,630		61,630	2036 Final payment
		Sewer Debt Service Interest Total	1,769,458	1,761,024	1,059,371	110,474	1,162,311	1,146,721	87,350	8.2%	1,146,721	
		Debt Service Total	4,848,995	4,816,969	4,106,782	514,945	4,366,940	4,305,495	198,713	4.8%	4,305,495	
Capital Outlay												
03490237	57010	CO- Capital Outlay - Leases	17,030	17,044	15,329	-	15,329	15,329	-	0.0%	15,329	See separate Lease schedule
		CO- Capital Outlay - Land										
03490237	55361	Acquisition/Purchase	-	-	1	-	-	-	(1)	-100.0%	-	
03490237	57017	CO- Capital Outlay- WWTP	30,000	10,850	200,000	13,481	200,000	200,000	-	0.0%	200,000	complete coating application to WWTF UV basin walls and flume wall \$192k
03490237	57009	CO- Capital Outlay - Vehicle	73,060	59,421	-	-	25,626	25,626	25,626		25,626	Ford Escape Hyb & 1/2 T crew cab Hyb split 50/50 W/S
03490237	57022	CO- Lagoon Sludge Removal	1	-	1	-	-	-	(1)	-100.0%	-	CIP
		Capital Outlay Total	120,091	87,315	215,331	13,481	240,955	240,955	25,624	11.9%	240,955	
Sewer Appropriations from Reserves												
03490363	55382	Approp from Reserves- Solar Array	-	-	-	65,000	-	-	-		-	Revolution Energy, LLC (located at 13 Newfields Rd)
		Sewer Appropriations from Reserves Total	-	-	-	65,000	-	-	-		-	
		Sewer Fund Total	7,686,605	7,381,513	7,015,364	2,372,449	7,438,216	7,383,478	388,114	5.2%	7,384,921	

Town of Exeter											
2022 Select Board Sewer Fund Budget											
December 8, 2021, Version #3											
Org	Object Description	2020 Budget	2020 Actual	2021 Budget	2021 September Actual	2022 BRC Budget	2022 SB Budget	2022 SB Budget vs. 2021 Budget \$ Increase/-(Decrease)	2022 SB Budget vs. 2021 Budget %- Difference	2022 Default Budget	Explanation
Warrant Articles/Borrowing											
	Westside Dr. Reconstruction Design	100,000				69,338	69,338	69,338		69,338	CIP P#25 Westside Drive Area Reconstruction (General Fund & Water Fund components)
03500000	59102 Public Works Garage Design			-		12,500	12,500	12,500		12,500	CIP P#1 Design (General Fund & Water Fund components)
03500000	DPW Replacement of car #51										CIP P#67 Split 50/50 Water and Sewer Deferred by BRC
03500000	SEIU 1984 Collective Bargaining							-			SEIU 1984 CBA
	Squamscott River Sewer Siphons	1,600,000						-			
	Folsom Street Pump Station Rehabilitation	150,000						-			
	Salem St. Area Utility Replacements			1,590,000				(1,590,000)	-100.0%		CIP #19 Sewer drain lines replacement (General & Water Fund components)
	Lagoon Sludge Removal			2,600,000				(2,600,000)	-100.0%		
	Court Street Pump Station Design							-			CIP P#29 Deferred by BRC
	Sewer Capacity Rehabilitation					200,000	200,000	200,000		200,000	CIP P#30 Complete Design work
	Webster Ave Pump Station					5,700,000	5,700,000	5,700,000		5,700,000	CIP P#34 A portion of this project may be eligible for Congressional Direct Spending
	Warrant Articles/Borrowing Total	1,750,000	-	4,190,000	-	5,981,838	5,981,838	1,791,838	42.8%	5,981,838	
	Total Sewer Fund with WAR	9,436,805	7,381,513	11,205,364	2,372,449	13,420,054	13,365,316	2,159,952	19.3%	13,366,769	

Town of Exeter
Leases/Vehicles
2022 Budget

<u>General Fund</u>			<u>2022 Prelim</u>	<u>BRC</u>	<u>SB</u>	
<u>Obj</u>	<u>Object</u>	<u>Leases</u>				
01419416	57005	GG- CO - Leases	22,763	22,763	22,763	Backhoe , Lease ends 2022
			77,949	77,949	77,949	E-One Pumper Fire Truck, Lease ends 2024
			40,845	40,845	40,845	Highway Loader, Lease ends 2022
			2,100	2,100	2,100	Patrol Motorcycle
Total GF Leases			143,658	143,658	143,658	

Vehicle Purchases

01419418	57012	GG- CO - Vehicles	110,000	110,000	110,000	replace two line cruisers with Hybrid Interceptors estimated at \$40,000 each with equipment transfer of \$15,000 each for a rough total of \$110,000.
Total GF Vehicle purchases			110,000	110,000	110,000	
Sub-Total GF			253,658	253,658	253,658	

Town wide Vehicle Replacements

Warrant Article						
Total GF WAR Vehicle Repl			-	-	-	
Total GF			253,658	253,658	253,658	

Water Fund

<u>Obj</u>	<u>Object</u>	<u>Vehicle Purchases</u>				
02490027	55318	WF- CO - Leases	15,329	15,329	15,329	Hook Lift Truck, Lease ends 2023
Total WF Leases			15,329	15,329	15,329	
02490027	57009	WF-CO- Capital Outlay - Vehicle	15,750	-	-	Ford Escape Hybrid (or equivalent) Split 50/50 Water/Sewer
			25,626	25,626	25,626	1/2 Ton Hybrid Truck, Split 50/50 Water/Sewer
			52,594	52,594	52,594	3/4 Ton 4WD Crew Truck #14A
Total WF Vehicle purchases			93,970	78,220	78,220	
Total WF			109,299	93,549	93,549	

Sewer Fund

<u>Obj</u>	<u>Object</u>	<u>Leases</u>				
03490237	57010	SF- CO - Leases	15,329	15,329	15,329	Hook Lift Truck, Lease ends 2023
Total SF Leases			15,329	15,329	15,329	

Vehicle Purchases


03490237	57009	SF-CO- Capital Outlay - Vehicle	15,750	-	-	Ford Escape Hybrid (or equivalent) Split 50/50 Water/Sewer
			25,626	25,626	25,626	1/2 Ton Hybrid Truck, Split 50/50 Water/Sewer
Total SF Vehicle purchases			41,376	25,626	25,626	
Total SF			56,705	40,955	40,955	

Town of Exeter								
Public Works Maintenance-Town Buildings								
2022 Select Board Budget								
Org	Object	Description	2020 Budget	2021 Budget	2021 September Actual	2022 SB Budget	2022 Default Budget	Explanation
Recreation Center								
01419407	55022	Parks& Rec- Building Maintenance	6,000	6,000	11,627	6,000	6,000	Pool House, Court St bldg & garage
01419407	55092	Parks & Rec- Electricity	12,000	12,000	8,675	12,000	12,000	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil
01419407	55194	Parks & Rec- Natural Gas	8,000	6,300	3,935	6,300	6,300	Supply- fixed contract price per MMBTU is \$.598 per therm expires 10/31/22; Delivery- Unutil
01419407	55326	Parks & Rec-Water/Sewer Bills	4,500	4,500	342	1,000	4,500	Court St bldg & garage, Town House Common (Reduction due to Pool House bills paid from Rec Revolving Fund)
		General Expenses Total	30,500	28,800	24,579	25,300	28,800	
		Recreation Center Total	30,500	28,800	24,579	25,300	28,800	
Town Hall								
01419408	55022	Town Hall- Building Maintenance	10,000	10,000	10,395	10,000	10,000	Restrooms, heating system, lighting, doors, locks
01419408	55092	Town Hall- Electricity	8,500	8,500	6,096	8,500	8,500	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil
01419408	55194	Town Hall- Natural Gas	18,000	12,000	7,258	12,000	12,000	Supply- fixed contract price per MMBTU is \$.598 per therm expires 10/31/22; Delivery- Unutil
01419408	55326	Town Hall- Water/Sewer Bills	810	810	560	2,000	810	Water/Sewer rate increases
		General Expenses Total	37,310	31,310	24,309	32,500	31,310	
		Town Hall Total	37,310	31,310	24,309	32,500	31,310	
Town Office								
01419409	55022	Town Office- Building Maintenance	12,000	12,000	6,461	12,000	12,000	HVAC, fans, lighting, carpet cleaning, electrical circuits, doors, locks, office configs
01419409	55092	Town Office- Electricity	16,000	16,000	10,823	16,000	16,000	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil
01419409	55194	Town Office- Natural Gas	9,000	6,000	3,480	6,000	6,000	Supply- fixed contract price per MMBTU is \$.598 per therm expires 10/31/22; Delivery- Unutil
01419409	55326	Town Office- Water/Sewer Bills	1,150	1,150	567	1,300	1,150	Water/Sewer rate increases
		General Expenses Total	38,150	35,150	21,332	35,300	35,150	
		Town Office Total	38,150	35,150	21,332	35,300	35,150	
Senior Center								
01419410	55022	Sr Center -Building Maintenance	4,000	4,000	1,776	4,000	4,000	Heating system, air conditioners, lighting, plumbing & electrical
01419410	55092	Sr Center- Electricity	5,000	5,000	3,121	5,000	5,000	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil
01419410	55194	Sr Center - Natural Gas	4,200	4,200	2,294	4,200	4,200	Supply- fixed contract price per MMBTU is \$.598 per therm expires 10/31/22; Delivery- Unutil
01419410	55326	Sr Center- Water/Sewer Bills	1,010	1,010	639	1,100	1,010	Water/Sewer rate increases
		General Expenses Total	14,210	14,210	7,830	14,300	14,210	
		Senior Center Total	14,210	14,210	7,830	14,300	14,210	
Safety Complex								
01419411	55022	SC- Building Maintenance	12,000	12,000	16,222	14,000	12,000	HVAC, vehicle exhaust, lighting, carpeting, electrical, plumbing, 10 - 12' high overhead doors, 24/7 operation
01419411	55092	SC- Electricity	42,000	40,000	25,034	37,000	40,000	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil
01419411	55194	SC- Natural Gas	12,000	13,000	8,464	13,000	13,000	Supply- fixed contract price per MMBTU is \$.598 per therm expires 10/31/22; Delivery- Unutil; Solar domestic hot water
01419411	55326	SC- Water/Sewer Bills	7,400	7,400	6,542	8,500	7,400	Water/Sewer rate increases
		General Expenses Total	73,400	72,400	56,262	72,500	72,400	
		Safety Complex Total	73,400	72,400	56,262	72,500	72,400	
DPW Complex								
01419412	55022	DPW Complex- Building Maintenance	12,000	12,000	15,047	14,000	12,000	HVAC, unit heaters, lighting, electrical, 16 - 12' overhead doors, waste oil furnace, well pump, wash bay, admin building, hwy/maint garages, salt barn
01419412	55092	DPW Complex- Electricity	17,000	15,000	10,623	15,000	15,000	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil

Town of Exeter								
Public Works Maintenance-Town Buildings								
2022 Select Board Budget								
Org	Object	Description	2020 Budget	2021 Budget	2021 September Actual	2022 SB Budget	2022 Default Budget	Explanation
01419412	55194	DPW Complex Natural Gas	18,500	18,500	9,397	18,500	18,500	Supply- fixed contract price per MMBTU is \$.598 per therm expires 10/31/22; Delivery- Unutil
01419412	55326	DPW Complex- Water/Sewer Bills	2,700	2,000	1,349	2,700	2,000	Water/Sewer rate increases
		General Expenses Total	50,200	47,500	36,416	50,200	47,500	
		DPW Complex Total	50,200	47,500	36,416	50,200	47,500	
Train Station								
01419413	55092	Train Station-Electricity	6,000	9,000	568	9,000	9,000	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil
01419413	55293	Train Station- Supplies	3,800	3,800	110	3,800	3,800	Light fixtures, ice melt, electrical breakers, signage
01419413	55326	Train Station- Water/Sewer Bills	135	135	29	135	135	Water for Train Station (seasonal)
01419413	55546	Train Station- Liability Insurance	22,069	23,790	22,603	23,790	23,790	Platform Lease Liability for Train Station (from GG Liability Ins.)
		General Expenses Total	32,004	36,725	23,310	36,725	36,725	
01419413	55305	Train Station- Platform Lease	3,400	3,400	3,439	3,400	3,400	Platform Lease for Train Station
		Capital Outlay Total	3,400	3,400	3,439	3,400	3,400	
		Train Station Total	35,404	40,125	26,749	40,125	40,125	
Swasey Parkway								
01458908	55092	SP- Swasey Pkwy- Electricity	950	950	1,015	950	950	Electricity
01458908	55295	SP- Swasey Pkwy Maintenance	10,000	10,000	6,370	10,000	10,000	Mowing and maintenance
		Swasey Parkway Total	10,950	10,950	7,385	10,950	10,950	
Other Town Structures								
01419414	55015	OTS-Bandstand Maintenance	1,000	1,000	13	1,000	1,000	Historic icon, specialty lighting
01419414	55092	OTS-Electricity-Other Town Bldgs	1,500	1,500	1,253	1,500	1,500	Supply- UMG fixed contract price \$.0747 per kwh expires 10/31/25; Delivery- Unutil; Powderhouse, Bandstand, Raynes Barn, String Bridge
01419414	55147	OTS-Historical Society Bldg Maintenance	4,000	3,000	451	3,000	3,000	heating system, air conditioner, lighting, electrical, plumbing, interior repairs
01419414	55225	OTS-Powder House Maintenance	1,000	1,000	44	1,000	1,000	ground and exterior lighting fixtures, flag, pole (subject to vandalism)
01419414	55268	OTS-Simpson Estate Maintenance	1,000	1,000	-	1,000	1,000	major maintenance
01419414	55372	OTS-Raynes Barn Building Maintenance	500	500	51	500	500	Maintenance - Transferred from Con Comm
		General Expenses Total	9,000	8,000	1,813	8,000	8,000	
		Other Town Structures Total	9,000	8,000	1,813	8,000	8,000	
01419406	55177	PM- Maintenance Projects	100,000	100,000	45,880	100,000	100,000	
		Total Maintenance Projects	100,000	100,000	45,880	100,000	100,000	
01419414	55549	Covid-19 Building Expenses	-	5,000	-	5,000	5,000	Covid-19 for Town Buildings
		Total Covid-19 Building Expenses	-	5,000	-	5,000	5,000	
		Town Buildings/Maintenance Total	399,124	393,445	252,553	394,175	393,445	

Grant Acceptance – Winter Street BMP

**TOWN OF EXETER
MEMORANDUM**

TO: Select Board
FROM: Town Manager 
RE: Winter Street BMP Grant
DATE: January 3, 2022

The Public Works Department has secured a grant in the amount of \$118,900 from the New Hampshire DES for the installation of a stormwater BMP on Winter Street. The grant requires a Town match of \$79,306 (see grant documents). DPW has identified matching funds to be used of \$29,700 (Salem Street contract BMPs) and \$7,020 of the Town Engineer's time to be used as a grant match. These two items leave \$42,586 in matching funds needed for the grant. I would recommend the Board allocate \$42,586 of ARPA funds to provide the difference so the grant can move forward. Completion of this project will assist the Town in its work on compliance with the EPA General Permit. The project was discussed as part of the CIP during the FY22 budget season.

MOTION: Move the Board accept the NHDES Stormwater BMP grant of \$118,900; further authorize the use of \$42,586 of ARPA funds as a grant match for the project; and authorize the Town Manager to sign any documents relative to the grant.

GRANT AGREEMENT

Subject: Squamscott River, Water Integration for Squamscott-Exeter (WISE) Integrated Plan: Subsurface Infiltration and Media Filtration in the Lincoln Street Subwatershed, Exeter, New Hampshire.

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATIONS AND DEFINITIONS

1.1 State Agency Name Department of Environmental Services		1.2 State Agency Address PO Box 95 Concord, NH 03302-0095	
1.3 Grantee Name Town of Exeter (Department of Public Works)		1.4 Grantee Address 13 Newfields Road Exeter, NH 03833	
1.5 Effective Date Upon G&C approval	1.6 Completion Date December 31, 2023	1.7 Audit Date N/A	1.8 Grant Limitation \$118,900
1.9 Grant Officer for State Agency Stephen Landry, Watershed Assistance Section Supervisor		1.10 State Agency Telephone Number (603) 271-2969	
1.11 Grantee Signature		1.12 Name & Title of Grantee Signor	
1.13 Acknowledgment: State of New Hampshire, County of On ____ / ____ / _____, before the undersigned officer, personally appeared the person identified in block 1.12., or satisfactorily proven to be the person whose name is signed in block 1.11., and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace (Seal)			
1.13.2 Name & Title of Notary Public or Justice of the Peace			
1.14 State Agency Signature(s)		1.15 Name/Title of State Agency Signor(s) Robert R. Scott, Commissioner	
1.16 Approval by Attorney General's Office (Form, Substance and Execution) By: _____ Attorney, On: ____ / ____ / ____			
1.17 Approval by the Governor and Council By: _____ On: ____ / ____ / ____			

2. **SCOPE OF WORK.** In exchange for grant funds provided by the state of New Hampshire, acting through the agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-O, the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being referred to as "the Project").

3. **AREA COVERED.** Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the state of New Hampshire.

4. **EFFECTIVE DATE; COMPLETION OF PROJECT.**

4.1 This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the Effective Date").

4.2 Except as otherwise specifically provided for herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").

5. **GRANT AMOUNT; LIMITATION ON AMOUNT; VOUCHERS; PAYMENT.**

5.1 The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.

5.2 The manner of, and schedule of payment shall be as set forth in EXHIBIT B.

5.3 In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.

5.4 The payment by the State of the Grant amount shall be the only, and the complete, compensation to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.

5.5 Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

6. **COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS.**

In connection with the performance of the Project, the Grantee shall comply with all statutes, laws, regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.

7. **RECORDS AND ACCOUNTS.**

7.1 Between the Effective Date and the date seven (7) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

7.2 Between the Effective Date and the date seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records or personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.

8. **PERSONNEL.**

8.1 The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.

8.2 The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform such Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

8.3 The Grant officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. **DATA; RETENTION OF DATA; ACCESS.**

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3 No data shall be subject to copyright in the United States or any other country by anyone other than the State.

9.4 On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.

9.5 The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

10. **CONDITIONAL NATURE OR AGREEMENT.**

Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.

11. **EVENT OF DEFAULT; REMEDIES.**

11.1 Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

11.1.1 failure to perform the Project satisfactorily or on schedule; or

11.1.2 failure to submit any report required hereunder; or

11.1.3 failure to maintain, or permit access to, the records required hereunder; or

11.1.4 failure to perform any of the other covenants and conditions of this Agreement.

11.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

11.2.1 give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and

11.2.2 give the Grantee a written notice specifying the Event of

Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and 11.2.3 set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and

11.2.4 treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. TERMINATION.

12.1 In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.

12.2 In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.

12.3 In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.

12.4 Notwithstanding anything in this Agreement to the contrary, either the State or except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

13. CONFLICT OF INTEREST. No officer, member or employee of the Grantee and no representative, officer of employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interests or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement, the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.

15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit A without the prior written consent of the State.

16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or admissions of the Grantee of Subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

17. INSURANCE AND BOND.

17.1 The Grantee shall, at its sole expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee

performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2 The policies described in subparagraph 18.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice has been received by the State.

18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure or waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.

19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. AMENDMENT. This agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire.

21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

Exhibit A
Scope of Services

The Town of Exeter (Department of Public Works) will perform the following tasks as described in the proposal titled *Squamscott River, Water Integration for Squamscott-Exeter (WISE) Integrated Plan: Subsurface Infiltration and Media Filtration in the Lincoln Street Subwatershed, Exeter, New Hampshire* submitted July 26, 2020:

Objective 1: Complete the design analysis for the Winter Street Playground Regional Infiltration Best Management Practice (BMP).

Measure of Success: Success will be indicated through completion of a design for the Winter Street Playground BMP.

Deliverable 1: Base information for Winter Street Playground BMP is submitted to the New Hampshire Department of Environmental Services (NHDES).

Task 1: Conduct existing conditions survey of the Winter Street project site including storm drain network up-gradient of the proposed BMP site.

Task 2: Develop a draft and final Site Specific Project Plan (SSPP) to document the anticipated pollutant load reduction modeling methodology and quality control procedures; obtain approval for SSPP from NHDES.

Task 3: Incorporate the updated conditions survey into the Winter Street BMP design.

Objective 2: Implement Winter Street Playground BMP and Salem Street/Park Street BMP (note: the Salem Street/Park Street BMPs were designed and bid packages prepared prior to this grant project using Town funds).

Measures of Success: Success will be evaluated based on modelling the as-built condition using the existing land use based pollutant load model developed for the Squamscott-Exeter Study Watershed Based Plan (2015).

Deliverable 2: BMP documentation including bid packages, pollutant load reduction estimates, photos, and operation and maintenance guidelines.

Task 4: Develop one package for construction bidding and conduct construction bidding procurement for Winter Street Playground BMP. Note, the Salem Street/Park Street BMPs were previously designed and bid packages prepared prior to this grant project using Town funds.

Task 5: Install media filter BMPs in Salem St/Park St.

Task 6: Install an infiltration BMP at the Winter Street Playground site. Public education signage will also be installed at the site.

Task 7: Perform modeling of the as-built condition to evaluate success, including pollutant load reduction estimates for installed BMPs, operation and maintenance guidelines, and document in the project completion report.

Objective 3: Prepare and submit payment requests, match documentation, and all required reports to NHDES.

Measures of Success: Timely semi-annual progress reports, pollutants controlled reports, and the final report submitted to NHDES is approved.

Deliverable 3: Semi-annual progress reports, pollutants controlled reports, and final report on file with NHDES.

Task 8: Submit electronic semi-annual reports documenting all work performed during the project periods as follows:

- Work completed April 1 – September 30, report is due by October 31
- Work completed October 1 – March 31, report is due by April 30

The semi-annual reports shall include a Pollutants Controlled Report when structural BMPs have been implemented during the reporting period. In the event that the grantee has not completed a timely submittal of the progress reports, all further payments will be suspended until the overdue reports are submitted, and approved by NHDES.

Task 9: Submit payment requests, procurement, and match documentation to NHDES and conduct management activities as needed to support the project.

Task 10: Submit a comprehensive final report to NHDES on or before the project completion date. The final report shall include load reduction estimates, photo-documentation of installed system components when applicable, and comply with the NHDES and USEPA requirements found in the final report guidance document, including ADA compliance on the NHDES Watershed Assistance Section webpage.

Additional Requirements of the Agreement

Quality Assurance

All project activities which are to be guided by a quality assurance (QA) document such as a Quality Assurance Project Plan (QAPP) or Site Specific Project Plan (SSPP) must not begin prior to NHDES/USEPA approval of that QA document. In the event that sampling, modeling, or other such activities precede QA document approval, the data will not be considered valid, and the grantee will forfeit the ability to receive payment for those activities.

Outreach Materials

All materials produced for public distribution shall be reviewed and approved by NHDES prior to distribution and shall include the NHDES logo and the following citation: "Funding for this project was provided in part by a Watershed Assistance Grant from the NH Department of Environmental Services with Clean Water Act Section 319 funds from the U.S. Environmental Protection Agency". All final work products must meet the applicable Americans with Disabilities Act (ADA) Title II Regulations to the extent practicable and shall be guided by best practices outlined in the Revised Section 508 Standards of the Rehabilitation Act and the Web Content Accessibility Guidelines (WCAG). At minimum, final work products shall include sans-serif fonts, underlined and descriptive text links, color best practices, captions for audio and

video content, headers in tables, images with alt text, gender-neutral text, and consideration of the Plain Writing Act. Examples of final work products and outreach materials include, but are not limited to, project reports, press releases, newsletter articles, websites, videos and signage.

Operations and Maintenance

Management practices implemented as agreed upon in the scope of services of this grant agreement and with grant funds or matching funds under a Section 319 Watershed Grant, shall be properly operated and maintained for the intended purposes during the life span of the project. The life span of a project shall be determined by the Grantee, tailored to the types of practices expected to be funded in this project, and agreed upon by NHDES. The Grantee shall provide NHDES with an engineering estimate of the design life of the best management practice(s) (BMPs), or in the case of small-scale BMPs which do not have a design life estimation completed by an engineer, the design life of that practice shall be estimated to be ten years.

Operation includes the administration, management, and performance of non-maintenance actions needed to keep the completed practice safe and functioning as intended. Maintenance includes work to prevent deterioration of the practice, repairing damage, or replacement of the practice to its original condition if one or more components fail. The Grantee shall assure that any sub-award of Section 319 funds similarly include the same condition in the sub-award. Additionally, both USEPA and NHDES reserve the right to periodically inspect a practice during the life span of the project to ensure that operation and maintenance are occurring. If it is determined that the participants are not operating and maintaining these practices in an appropriate manner, NHDES may request a refund for that practice supported by the grant.

Exhibit B
Method of Payment and Contract Price

Procurements of goods or services made with grant funds, or those credited as match, shall comply with the terms of this agreement, and must be reported to NHDES. Documentation of match credit shall be provided with each payment request. The cumulative match value for the project shall meet or exceed the amount of grant funds received multiplied by 0.667 (e.g. \$118,900 grant X 0.667 = \$79,306 minimum match required). The grantee shall submit payment requests, procurement reports, and match documentation on the forms provided by NHDES. Payment shall be made in accordance with the following schedule based upon satisfactory completion of specific tasks, and receipt of deliverables as described in Exhibit A:

Upon completion and NHDES approval of Task	1	\$5,000
Upon completion and NHDES approval of Task	2	\$1,500
Upon completion and NHDES approval of Task	3	\$3,000
Upon completion and NHDES approval of Task	4	\$20,000
Upon completion and NHDES approval of Task	5	\$900
Upon completion and NHDES approval of Task	6	\$80,000
Upon completion and NHDES approval of Task	7	\$5,000
Upon completion and NHDES approval of Task	8	\$1,500
Upon completion and NHDES approval of Tasks	9 - 10	<u>\$2,000</u>
	Total	\$118,900

Funding is provided through a Watershed Assistance Grant from the NH Department of Environmental Services with Clean Water Act Section 319 funds from the U.S. Environmental Protection Agency.

Exhibit C
Special Provisions

Subparagraph 1.7 of the General Provisions shall not apply to this Agreement.

Subparagraph 17.1.2 of the General Provisions shall be amended to read “general liability insurance, in amounts not less than \$1,000,000 per occurrence, \$2,000,000 aggregate; and”.

Federal Funds paid under this agreement are from a Grant Agreement to the State from the US Environmental Protection Agency, NPS Implementation Grant under CFDA # 66.460 and US Environmental Protection Agency, Performance Partnership Grant under CFDA # 66.605. All applicable requirements, regulations, provisions, terms and conditions of this Federal Grant Agreement are hereby adopted in full force and effect to the relationship between this Department and the grantee. Additionally, the Grantee shall comply with the terms of the Federal Funding Accountability and Transparency Act (FFATA) and has provided NHDES with their Data Universal Numbering System (DUNS) number. The Grantee’s DUNS number is 795832919.

In addition to the General Provisions of Paragraph 1 through 23, the following provisions, including those required by federal regulations apply to this Agreement:

I) ***Nondiscrimination.*** The Grantee shall comply with 40 CFR part 7 which prohibits discrimination under any program or activity receiving Federal assistance on the basis of race, color, national origin, or gender, and 40 CFR part 12 which prohibits discrimination based on handicap.

II) ***Financial management.*** The Grantee shall comply with 2 CFR Part 200 Subpart D and the specific standards regarding financial reporting, accounting records, internal control, budget control, allowable cost, source documentation, and cash management outlined therein.

III) ***Allowable costs.*** All costs charged to this Agreement shall be eligible, necessary, and reasonable for performing the tasks outlined in the approved project scope of services. The costs shall be allowable, meaning that the costs must conform to specific Federal requirements detailed in 2 CFR Part 200 Subpart E. The costs, including match, shall be incurred between the Agreement’s Effective Date and the Completion Date, except that match may begin to accrue prior to the Effective Date provided it conforms to the terms of the federal Grant Agreement from the U.S Environmental Protection Agency to the State and follows the date of a NHDES letter of approval of the proposed project scope of services.

IV) ***Matching funds.*** All matching funds shall conform to the same laws, regulations, and grant conditions as the federal funds in the Agreement and referenced in 2 CFR Part 200 Subpart E.

V) **Property Management.** The Grantee shall comply with the property management and procedures detailed in 2 CFR Part 200 Subpart D.

VI) **Debarment and Suspension.** The Grantee shall comply with 2 CFR Part 200 Subpart C. By signing and submitting the Agreement, the Grantee certifies that it has not been debarred or suspended by a government agency. Additionally, the Grantee certifies that it will not make or permit any award (subgrant or subcontract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension."

VII) **Procurement.** When purchasing goods or services with grant or match funds, the Grantee shall comply with procurement regulations as detailed in 2 CFR Part 200 Subpart D which includes procurement standards, competition, methods of procurement, contract cost and price, agency review, bonding requirements, and contract provisions.

a. Assignment of Subcontracts. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State Agency.

b. Consultant Fee Cap. The Grantee will limit grant-funded payment to subcontractors under the circumstances detailed in 2 CFR Part 1500.9

c. Subcontracts. The Grantee shall:

i. Ensure that every subcontract includes provisions for compliance with Federal and State standards applicable to the contract;

ii. Ensure that every subcontract includes all clauses required by Federal statute and executive orders, and their implementing regulations; and

iii. Ensure that subcontractors are aware of requirements imposed upon them by State and Federal statutes and regulations.

VIII) **Participation by Disadvantaged Business Enterprises.** The Grantee shall comply with the terms of 40 CFR Part 33 Subpart C, which requires that organizations conduct a competitive procurement process making a good faith effort to utilize goods and services provided by disadvantaged businesses.

IX) **New Restrictions on Lobbying: Interim Final Rule.** The Grantee shall comply with the terms of 40 CFR part 34, and 2 CFR Part 200 Subpart E which prohibit the use of Federal grant funds to influence (or attempt to influence) a Federal employee, and requires the submission of Standard Form LLL ("Disclosure of Lobbying Activities") if *nonfederal* funds have been used to influence (or attempt to influence) a Federal employee.

X) **Drug-Free Workplace.** The Grantee shall comply with the terms of 2 CFR Part 1536 which require as a condition of the Agreement, certification that the Grantee maintains a drug-free workplace. By signing and submitting this Agreement, the Grantee certifies that they will observe the required practices for maintaining a drug-free workplace.

XI) **Bonding requirements.** For construction or facility improvement contracts or subcontracts

exceeding the simplified acquisition threshold (currently \$150,000), the minimum requirements shall be as follows:

- a. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" shall consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of his bid, execute such contractual documents as may be required within the time specified.
- b. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- c. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

XII) *Limitation on Administrative Costs.* In accordance with §319(h)(12) of the Clean Water Act, administrative costs in the form of salaries, overhead, or indirect costs shall not exceed in any fiscal year 10 percent of the amount of the grant except that costs of implementing enforcement and regulatory activities, education, training, technical assistance, demonstration projects, and technology transfer programs shall not be subject to this limitation.

XIII) *Management fees.* Management fees or similar charges in excess of the direct costs and approved indirect rates are not allowable. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses; unforeseen liabilities; or for other similar costs which are not allowable under this Agreement. Management fees or similar charges may not be used to improve or expand the project funded under this Agreement, except to the extent authorized as a direct cost of carrying out the scope of work.



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

CERTIFICATE OF AUTHORITY

I, Andrea Kohler, CTC,CMC, Town Clerk of Exeter, New Hampshire do hereby certify that:

- (1) at the Town Meeting held March 13, 1994 the Town voted to authorize the Town to apply for, accept and expend money from state, federal, or other governmental unit or a private source which becomes available during the year in accordance with the procedures set forth in New Hampshire law;
- (2) The Town of Exeter warrants that this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remain in full force and effect as of the date hereof; and
- (3) the following person has been appointed to and now occupies the office able to effectuate this contract:

Russel Dean, Town Manager

IN WITNESS WHEREOF, I have hereunto set my hand as the Town Clerk of Exeter, New Hampshire this day of , 2021.

Exeter, Town Clerk

My Commission expires:

State of New Hampshire
County of Rockingham

On this the day of , 2021, before me enter name of notary public/JOP, the undersigned officer, personally appeared Andrea Kohler, CTC,CMC who acknowledged herself/himself to be the Town Clerk of Exeter, New Hampshire, and that she/he as such Town Clerk, being authorized to do so, executed the foregoing instrument for the purpose therein contained.

In witness whereof I hereunto set my hand and official seal.

(Seal)

Justice of the Peace/Notary Public

Commission Expiration Date:



CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex³) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex³ is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex³ is entitled to the categories of coverage set forth below. In addition, Primex³ may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex³, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex³ Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only, Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex³. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

Participating Member: Town of Exeter 10 Front Street Exeter, NH 03833	Member Number: 170	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ Bow Brook Place 46 Donovan Street Concord, NH 03301-2624
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Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply
<input checked="" type="checkbox"/> General Liability (Occurrence Form) <input type="checkbox"/> Professional Liability (describe) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	1/1/2021	1/1/2022	Each Occurrence \$ 1,000,000
	1/1/2022	1/1/2023	General Aggregate \$ 2,000,000
			Fire Damage (Any one fire)
			Med Exp (Any one person)
<input type="checkbox"/> Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident) Aggregate
<input type="checkbox"/> Workers' Compensation & Employers' Liability			<input type="checkbox"/> Statutory
			Each Accident
			Disease – Each Employee
			Disease – Policy Limit
<input type="checkbox"/> Property (Special Risk includes Fire and Theft)			Blanket Limit, Replacement Cost (unless otherwise stated)

Description: Grant. The certificate holder is named as Additional Covered Party, but only to the extent liability is based solely on the negligence or wrongful acts of the member, its employees, agents, officials or volunteers. This coverage does not extend to others. Any liability resulting from the negligence or wrongful acts of the Additional Covered Party, or their employees, agents, contractors, members, officers, directors or affiliates is not covered. Pollution and hazardous waste related liabilities, expenses and claims are excluded from coverage in the coverage document.

CERTIFICATE HOLDER:	<input checked="" type="checkbox"/>	Additional Covered Party	<input type="checkbox"/>	Loss Payee	Primex ³ – NH Public Risk Management Exchange
					By: <i>Mary Beth Purcell</i>
State of NH Department of Environmental Services 29 Hazen Dr Concord, NH 03302					Date: 12/14/2021 mpurcell@nhprimex.org
					Please direct inquires to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax



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Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, If Not
<input type="checkbox"/> General Liability (Occurrence Form) <input type="checkbox"/> Professional Liability (describe) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence			Each Occurrence General Aggregate Fire Damage (Any one fire) Med Exp (Any one person)
<input type="checkbox"/> Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident) Aggregate
<input checked="" type="checkbox"/> Workers' Compensation & Employers' Liability	1/1/2021 1/1/2022	1/1/2022 1/1/2023	<input checked="" type="checkbox"/> Statutory Each Accident \$2,000,000 Disease – Each Employee \$2,000,000 Disease – Policy Limit
<input type="checkbox"/> Property (Special Risk includes Fire and Theft)			Blanket Limit, Replacement Cost (unless otherwise stated)

Description: Proof of Primex Member coverage only.

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex ³ – NH Public Risk Management Exchange
			By: <i>Mary Beth Purcell</i>
State of NH Department of Environmental Services 29 Hazen Dr Concord, NH 03302			Date: 12/14/2021 mpurcell@nhprimex.org
			Please direct inquires to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax

Grant Acceptance – Body Worn Cameras



Department of Justice (DOJ)

Office of Justice Programs

Office of Communications

Washington, D.C. 20531

GRANT NOTIFICATION		Grant Number: 15PBJA-21-GG-04460-BWCX
Name & Address of Recipient:	EXETER POLICE DEPARTMENT 20 COURT ST.	
City, State & ZIP:	EXETER, NH 03833	
Recipient Project Director/Contact:	BRIAN HANNA SERGEANT	
Phone:	(603) 772-1212	
Title of Program:	BJA FY 21 Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies	
Title of Project:	Exeter Police Department Body-Worn Camera Implementation Program	
Amount of Award:	\$ 44,000	Date of Award: 12/17/2021
Awarding Agency:	Bureau of Justice Assistance Gerardo Velazquez	
Supplement:	No	
Statutory Authority for Program:	Consolidated Appropriations Act, 2021, Pub. L. No. 116-260, 134 Stat. 1182, 1260	
Impact/Focus:	Competitive Discretionary	CFDA Number: 16.835
Project Description:	<p>The Exeter Police Department is seeking to develop a body-worn camera policy and implementation program. The proposed equipment through Body-Worn will equip 26 officers with a body-worn camera, mount, holster sensor, media controller, CAD activation, 24/7 technical support, and data storage. Equipping officers with body-worn cameras will aid in the delivery of services to the Exeter community. A survey was completed with internal and external stakeholders to build a strategic plan for the department moving forward. The community and department highlighted the benefit and desire to implement a body-worn camera program that will foster a bond between the department and community. Supervisors, detectives, and patrol officers will all be equipped with body-worn cameras to utilize during the course of their duties. Officers will utilize body-worn cameras on motor vehicle stops, investigations, and answering calls for service. The implementation program will include policy to guide officers in the use of body-worn cameras, purchase of the equipment, and data storage. The implementation of a body-worn camera program will allow better documentation of incidents, prosecution of criminal cases, increased community trust, and protections for officers and citizens.</p>	
For more information about this award, please contact the OJP Office of Communications at 202-307-0703 or OJP.OCOM@ojp.usdoj.gov .		

Tax Abatements, Veterans Credits & Exemptions

List for Select Board meeting January 3, 2022

Veteran Credit

Map/Lot/Unit	Location	Amount	Year
68/6/334	3 Sterling Hill #334	500.00	2022
75/17/35	16 Blackford Dr	500.00	2022
52/36	20 Ridgecrest Dr	500.00	2022

Solar Exemption

Map/Lot/Unit	Location	Amount	Year
65/144	24 Highland St	\$ 10,000.00	2022
24/20	3 Captains Way	\$ 19,000.00	2022

Abatement

Map/Lot/Unit	Location	Amount	Year
110-2-102	102 Exeter Elms CG	\$ 8.24	2021

August 12, 2021

Dear Town of Exeter Select Board-

The Board of Directors at the Exeter- Hampton Cooperative would like to ask you for your support and accountability for the property tax liens currently held on the home located in our cooperative at 40 Hampton Road Unit A-16. The homeowner recently passed away and the family has indicated to us that they have no desire to open a probate for the estate as they realize that there is no value in the home- mostly due to the enormous amount of tax debt due on the home.

Exeter- Hampton Cooperative is a resident owned and operated community and we have put numerous volunteer hours into our community worked to build and maintain an excellent relationship with our town officials. We have proven over the years to be good stewards of our community and we work hard together as a group of homeowners to keep our park affordable, attractive and maintained. As some of you may know, we upgraded all of our systems over the last decade, have brought in several new homes to replace older homes and are providing residents a really nice play to live and thrive in Exeter.

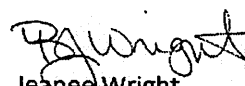
With that being said- we need your help. This home has very little value and we are not able to collect rent with no current owner. We need to remedy the tax liens on this home so that we can move forward and not cause more harm to our cooperative with lost income and also move forward to provide a homeownership opportunity to someone who qualifies to be a member in our community. There is a likelihood that we may have to remove the home and replace it and we cannot even consider that with the current liens on the home. We are certain that the Town does not want to tax deed the home- but feel that the decision not to do so sooner, was a risk to all of us and we could have avoided this challenge. We would not have charged rent if it meant that ownership could have been established and together, we could have worked on a proactive solution for all. No taxpayers benefit when taxes are not collected. This case proves that point.

We are asking through partnership, that you make a decision to either:

1. Claim the home through the tax deed procedure, as you have greater leverage to legally do so. If you do that- the cooperative will not charge you rent so long as you sign the home over to us so that we can get a tax paying homeowner in the community, we gain the income we are losing. We all win there.
2. You agree to waive the taxes due and remove the liens so that we can pursue a remedy to benefit our cooperative. This would still provide a much better tax incentive to the town.

The residents of our community are very appreciative of your support. We are all tax paying concerned residents and we hope you understand the importance of moving past this together. We are making affordable housing a reality in Exeter- not just now but forever! We hope that together, with your help, we can come towards a solution that is best for everyone in Exeter.

Thank you so much for your time to navigate this with us!



Jeanee Wright
Board President

Exeter- Hampton Cooperative

08/13/2021 10:07 | Town of Exeter
 rlaughner | Real Estate Tax Statement

| P 1
 | txtaxstm

PARCEL: 87-8-A-16

LOCATION: 16 A E&H COOPERATIVE PK

OWNER:

~~DANIELS GREGORY M SR~~
 40 HAMPTON RD A16
 EXETER NH 03833

STATUS:

SQUARE FEET	0
LAND VALUATION	0
BUILDING VALUATION	60,300
EXEMPTIONS	0
TAXABLE VALUATION	60,300
INTEREST PER DIEM	4.98

LEGAL DESCRIPTION:

DEED DATE: 02/15/2000 BOOK/PAGE: 3456/1830

INTEREST DATE: 08/13/2021

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2021	RE-R	1503				
1	RE TAX		738.37	738.37	6.96	745.33
			738.37	738.37	6.96	745.33
2020	LIEN	49				
1	RE TAX		1,591.45	1,591.45	44.56	1,636.01
	SHRFEE		20.00	20.00	.00	20.00
			1,611.45	1,611.45	44.56	1,656.01
			1,611.45	1,611.45	44.56	1,656.01
2019	LIEN	57				
1	RE TAX		1,403.18	1,403.18	235.73	1,638.91
	LNNOTC		19.40	19.40	3.26	22.66
	LIEN COST		18.50	18.50	3.11	21.61
	INTDATE		69.41	69.41	11.66	81.07
	SHRFEE		18.00	18.00	.00	18.00
			1,528.49	1,528.49	253.76	1,782.25
			1,528.49	1,528.49	253.76	1,782.25
2018	LIEN	68				
1	RE TAX		980.88	980.88	296.09	1,276.97
			980.88	980.88	296.09	1,276.97
2017	LIEN	111187				
1	RE TAX		960.58	960.58	534.82	1,495.40
	LIEN COST		12.19	12.19	.00	12.19
			972.77	972.77	534.82	1,507.59

08/13/2021 10:07
rLaughner

Town of Exeter
Real Estate Tax Statement

P 2
txtaxstm

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
			972.77	972.77	534.82	1,507.59
2016	LIEN	100875				
1	RE TAX		965.54	965.54	675.19	1,640.73
	LIEN COST		13.55	13.55	.00	13.55
			979.09	979.09	675.19	1,654.28
			979.09	979.09	675.19	1,654.28
2015	LIEN	83737				
1	RE TAX		902.86	902.86	859.32	1,762.18
	LIEN COST		17.89	17.89	.00	17.89
			920.75	920.75	859.32	1,780.07
			920.75	920.75	859.32	1,780.07
2014	LIEN	69866				
1	RE TAX		949.95	949.95	1,021.26	1,971.21
	LIEN COST		17.48	17.48	.00	17.48
			967.43	967.43	1,021.26	1,988.69
			967.43	967.43	1,021.26	1,988.69
2013	LIEN	53777				
1	RE TAX		1,360.02	1,360.02	1,784.72	3,144.74
	LIEN COST		25.70	25.70	.00	25.70
			1,385.72	1,385.72	1,784.72	3,170.44
			1,385.72	1,385.72	1,784.72	3,170.44
2012	LIEN	43512				
1	RE TAX		64.15	64.15	95.29	159.44
	LIEN COST		17.25	17.25	.00	17.25
			81.40	81.40	95.29	176.69
			81.40	81.40	95.29	176.69

08/13/2021 10:07
rLaughner

Town of Exeter
Real Estate Tax Statement

P 3
txtaxstm

YEAR	TYPE	BILL	BILLED	PRIN DUE	INT DUE	TOTAL DUE
INST	CHARGE					
2011	LIEN	30531				
1	RE TAX		1,355.26	1,355.26	2,209.55	3,564.81
			1,355.26	1,355.26	2,209.55	3,564.81
GRAND TOTALS			11,521.61	11,521.61	7,781.52	19,303.13



Fwd: Taxes EHC C17

1 message

Rachel Laughner <rlaughter@exeternh.gov>

Fri, Aug 13, 2021 at 10:08 AM

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

Please see attached letter from Exeter Hampton Co-op to the Select Board regarding deeding of 40 Hampton Rd A-16. Could you deliver to the board? There is a roommate of the deceased owner that is living at the property currently so that should be taken into consideration as well. Taxes have not been paid since [REDACTED] owned the property.

Let me know if you have any questions for me,
Rachel

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

From: **Jeanee Wright** <jeaneewright2021@gmail.com>

Date: Fri, Aug 13, 2021 at 9:33 AM

Subject: Re: Taxes EHC C17

To: Rachel Laughner <rlaughter@exeternh.gov>

Cc: Kelly Noble <kdhaircosmo@gmail.com>

Good Morning Rachel-

The Board of Directors would like you to share this letter with the select board prior and for Monday's meeting.

Please let me know if you have any questions or issues with this.

We appreciate you!

Jeanee Wright

On Wed, Aug 4, 2021 at 3:05 PM Rachel Laughner <rlaughter@exeternh.gov> wrote:

Hi Kelly,

I have not heard back from the board, their next meeting is August 16th.

Rachel

On Wed, Aug 4, 2021 at 11:04 AM Kelly Noble <kdhaircosmo@gmail.com> wrote:

Hi Rachel, just checking in to see if there is an update on this? We have a board meeting tomorrow night and any information would be greatly appreciated! Thank you

On Fri, Jul 16, 2021, 11:04 AM Rachel Laughner <rlaughter@exeternh.gov> wrote:

Certainly, I will let them know.

Thanks again!

Rachel

On Tue, Jul 13, 2021 at 4:26 PM Jeanee Wright <jeaneewright2021@gmail.com> wrote:

Great- please let them know that we will not charge rent if they tax deed and we will coordinate a plan to get removed - and a newer home in its place- which will bring more revenue for the town. We feel we can come up with a mutual plan that satisfies all of our interests for sure!

Talk soon!

On Jul 13, 2021, at 4:24 PM, Rachel Laughner <rlaughter@exeternh.gov> wrote:

I am getting ready to do Tax Deeding in the next few weeks so I will bring this property up in discussion and see what the select board thinks. You may be able to get a writ of possession for the home, although I know the process is long and tedious.

Will be in touch!

On Tue, Jul 13, 2021 at 1:45 PM Jeanee Wright <jeaneewright2021@gmail.com> wrote:

His Name is Peter Chaisson.

Mr Daniels held the occupancy agreement with the Cooperative as the owner. Peter was approved as an occupant but that's not member ownership.

He has zero legal or ownership interest at this time. The home defaults to the heirs who are unlikely to open a probate. This makes things very challenging. Although I know the reasoning of the towns decision not to tax deed in parks, this was always my concern. Hopefully we can all work together to move forward somehow.

I'll keep you posted on anything that comes up. Thanks Rachel!

On Tue, Jul 13, 2021 at 11:54 AM Rachel Laughner <r laughner@exeternh.gov> wrote:
Hi Jeanee,

Do we know what the name of the roommate is? He has been paying water bills on Mr Daniels behalf in cash, but always declines to give his own name. I am assuming he did not have a written lease with Mr Daniels and was not on the park lease and therefore would not have a legal interest in paying the property taxes. As far as the water, he has been paying \$40 monthly on a payment plan so I am discouraged to deny those payments and shut the water off while I know he's occupying the home. I know it's a tough situation so I am certainly open to the discussion!

Let me know what you think,
Rachel

On Tue, Jul 13, 2021 at 11:21 AM Jeanee Wright <jeaneewright2021@gmail.com> wrote:

Hi Rachel-

On an unrelated note- the owner of A-16 (Greg Daniels) passed away (as you know). He left behind a roommate that has reached out to us interested in paying the debts to stay in the home. We are very concerned as he seems to have some cognitive issues and does not understand that he has to own the home to live here and apply to be a member. I have concerns that he mentioned a settlement of money he planned to use and it would be best suited for him to use that money to find a place to live. The family would need to open a probate to gain ownership and we do not believe that they will do that. Our hope is to eventually obtain ownership and have it removed or rehabbed as it is not in good condition. We want to work with the town once we gain ownership but it could be months.

We really have no leverage here as we do not own the home- but I am hopeful that the town would put a hand up to accepting money for past taxes and water without ownership interest. If he uses the money to pay Mr Daniels' debts then he will still not own the home and will then have no money to gain suitable housing.

Let me know what your thoughts are on this.

Jeanee Wright

On Tue, Jul 13, 2021 at 10:19 AM Rachel Laughner <r laughner@exeternh.gov> wrote:
Good morning ladies,

I attached a copy of the Jeopardy bill for C17. I will put a physical copy of the bill in the mail as well.

Have a great day!
Rachel

On Tue, Jun 29, 2021 at 4:17 PM Kelly Noble <kdhaircosmo@gmail.com> wrote:

Hi Rachel, I am Kelly Noble the treasurer of the Exeter Hampton Cooperative. I am reaching out today because the co-op recently purchased unit C17 to demo and remobile. I know in the past we had to pay a jeopardy tax when we purchased D1 to do the same. Is this the case and could you help me with this? Also I sent an email last week to you regarding the 2020 tax liens in co-op. I would like to know if that is total owed or is that just for 2020? If you could get that information back to me that would be great! Thank you

--

Rachel Laughner
Deputy Tax Collector
Town of Exeter
10 Front St.
Exeter, NH 03833
(603) 773-6100

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2 attachments

 **Letter to Town Selectboard-RE A-16.pdf**
1312K

 **87-8-A-16 Back Taxes.pdf**
59K

Permits & Approvals



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

TO: EXETER SELECT BOARD AND TOWN MANAGER
FROM: DOREEN CHESTER, FINANCE DIRECTOR
SUBJECT: IRS MILEAGE RATE CHANGE NOTIFICATION
DATE: JANUARY 3, 2022

On Jan. 1, 2022, the IRS standard mileage rate changes to 58.5 cents per mile for business miles driven. This rate is for the use of a car, vans, pickups or panel trucks. The IRS standard mileage rate for business is based upon an annual study of the fixed and variable costs of operating an automobile.

The IRS standard mileage rate was adopted for automatic approval by the Select Board on March 12, 2018. Please advise if you have any questions or wish to make changes.



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager
CC: Doreen Chester, Finance Director
FROM: Greg Bisson, Director of Parks and Recreation
RE: Park Street Common Playground Renovation
DATE: 1/03/2022

Exeter Parks and Recreation would like to move forward with the renovation of Park Street Common Playground. The playground renovation discussion started in July, 2021 when the Department published a survey in which 367 residents responded. A public input session was held on September 14th at Park Street Common, with 45 residents in attendance who gave further feedback and suggestions. Using the data collected, Exeter Parks and Recreation solicited quotes from several companies for a wide-style playground while focusing on several key points. The areas targeted for the new playground are patron safety, larger targeted demographic, ADA accessibility, and family-friendly. The Recreation Advisory Board narrowed the selections from 7 designs to 2 designs with New England Play Group and M. E. O'Brien as final representatives. We invited the neighborhood to the November 30th Recreation Advisory Board meeting to help in selecting the final design. The selection was a difficult decision as both designs met the criteria laid out by our Department. Ultimately, the Recreation Advisory Board voted for the New England Recreation Group's design, 4-2. Exeter Parks and Recreation recommends hiring the New England Recreation Group, representing Play and Park Structures.

The renovation will include:

- Removal of all equipment by Public Works. We will attempt to salvage the climber, rocker, and the crane digger. We anticipate reusing the rocker and crane digger in the new design, but the climber is 25 years old and may not survive the removal.
- Public Works will excavate an 85'x85' site.
- New England Recreation Group will install the playground elements.
- Fencing and Play Surfacing are not included.

Quotes (equipment and installation only):

New England Recreation Group (Play and Park Structures): \$85,000
M. E. O'Brien (Landscape Structures): \$85,000
Kompan: \$85,000
Ultiplay (Playworld Structures): \$150,000

Motion:

To make a motion to allow the Parks and Recreation Department to expend \$85,000 from the Parks Improvement Capital Reserve Fund to renovate Park Street Common Playground.

Respectfully Yours,
Greg Bisson
Director of Parks and Recreation

Actually, here is a pic of the playground

1 message

Greg Bisson <gbisson@exeternh.gov>
To: pmcelroy@exeternh.gov

Thu, Dec 30, 2021 at 2:25 PM



NORTHWOODS

PARK STREET PLAYGROUND EXETER, NEW HAMPSHIRE

642-147781

PLEASE NOTE: RENDERINGS ARE FOR VISUAL PURPOSES ONLY. ANY PRODUCTS AND/OR SITE DETAILS HEREIN MAYBE SUBJECT TO CHANGE WITHOUT NOTICE.



344 CHESTNUT ST.
CHATTANOOGA, TN 37402
800.727.1907
PLAYANDPARK.COM



EXETER FIRE DEPARTMENT

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

www.exeternh.gov

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

INTEROFFICE MEMORANDUM

TO: RUSS DEAN, TOWN MANAGER
FROM: JUSTIN PIZON, ASSISTANT FIRE CHIEF
SUBJECT: VOLUNTARY CHANGE OF ADDRESS
DATE: 12/16/2021

Russ,

Can you please add the attached change of address forms to the packet for the next regularly scheduled Select Board meeting for approval?

The Exeter Police Department responded to an emergency at 4 McKinley Street. Upon investigation, it was found McKinley Street was numbered in a way that led to confusion. As the attached map shows, the addresses for the north side of McKinley are currently 12, 14, 4, 16. It took the police a significant amount of time before they could locate #4 as it was between 14 and 16.

These situations are exactly why the E911 Committee was created; to remedy addressing issues that lead to increased response times in an emergency.

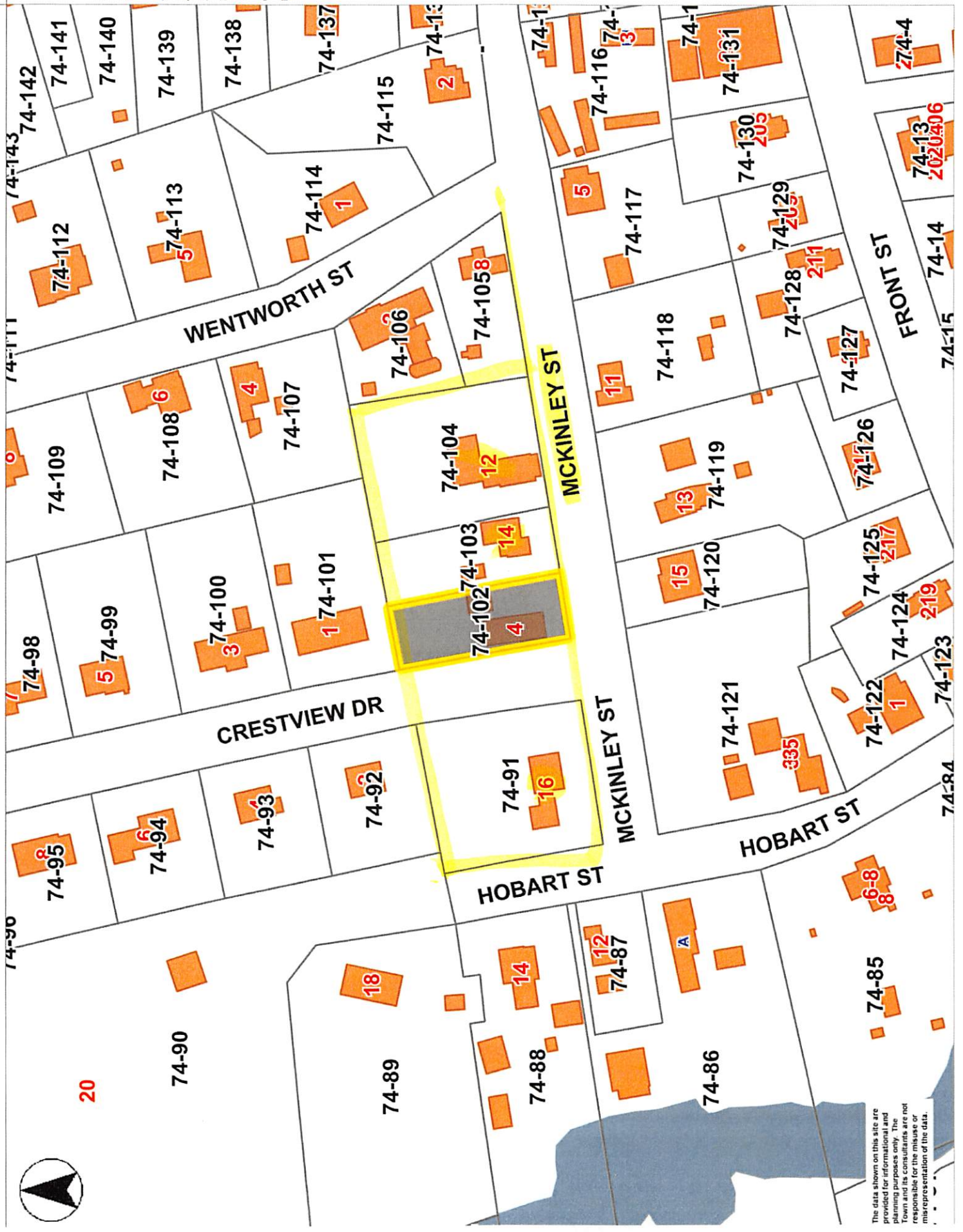
Two addresses are affected by the proposed changes, 4 and 16 McKinley Street. Understanding the importance of why the changes are taking place, both property owners have submitted applications for voluntary address changes. 4 McKinley Street will be renumbered to 16 McKinley Street Unit 1 (downstairs unit) and 16 McKinley Street Unit 2 (upstairs). 16 McKinley Street will be renumbered to 20. This will allow for natural progression of street numbers in an orderly fashion.

Thank you,

Justin



- Parcels
- NH Highways Interstate
- US Highway
- State Highway
- Town Boundary
- Abutting Towns
- Streets (Updated Feb)
- Misc Streams
- Parcel Streams
- Open Water
- Buildings



The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.

DATE 10/28/2021

MAP _____ LOT _____

TOWN OF EXETER NH

**APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS**


NAME OF OWNER: Clive & Catherine Tomlinson

MAILING ADDRESS 1803 Tualatin Street St. Helens, OR 97051

LOCATION OF PROPERTY: 4 McKinley Street

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: 4

TO: 16 Unit 1 FOR EMERGENCY RESPONDERS TO EASILY LOCATE
THE ^{to}
16 Unit 2.
PROPERTY.

Signature of property owner(s): 

Board of Selectmen: Approval Rejected

Explanation: _____

Date recommended by E911 / /

Date adopted by the Select Board / /

DATE 10/6/21

MAP 74 LOT 91

TOWN OF EXETER NH

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: Joseph T. & Stephanie L. Brackett

MAILING ADDRESS 16 McKinley Street, Exeter, NH.

LOCATION OF PROPERTY: 16 McKinley Street

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: 16 McKinley Street

TO: 20 McKinley Street FOR EMERGENCY RESPONDERS TO EASILY LOCATE THE PROPERTY.

Signature of property owner(s):  _____
JOE BRACKETT

Board of Selectmen: Approval Rejected

Explanation: _____

Date recommended by E911 / /

Date adopted by Board of Selectmen / /

Correspondence

Dear Chairman Papakonstantis,

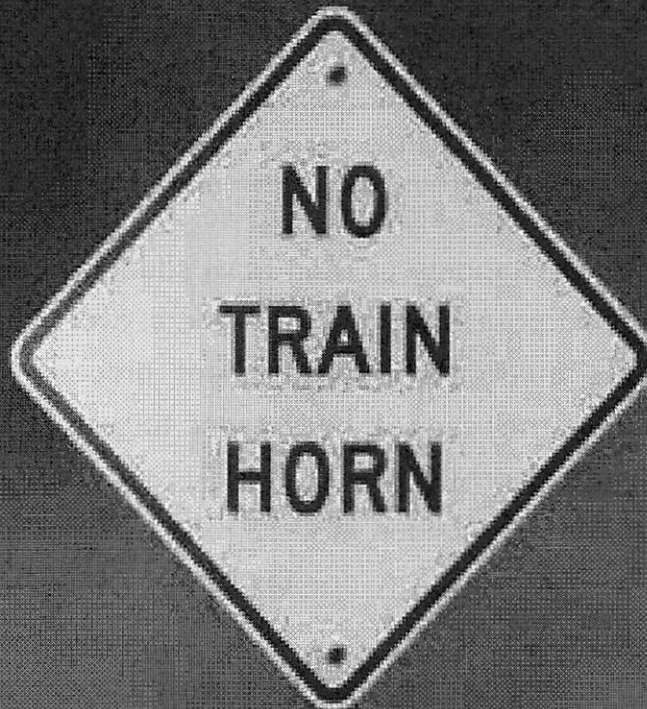
Dec. 13, 2021

RE: Quiet Zone

I was driving in another state recently next to an Amtrak rail line. There was a sign that read "Quiet Zone". As I neared an intersection there was another sign and lights. The train did not sound its horn as it passed through. I made an inquiry and was told other cities and towns qualified for quiet zones and that there were no accidents day or night. I think it would be a definite benefit and pleasure not to hear a train horn, especially at night here in Exeter. Could we contact Amtrak and if the requirements are reasonable, apply for a quiet zone ?

Yours truly, Murray Movitz
2 Windemere Lane
603-580-2790

A handwritten signature in black ink that reads "Murray Movitz". The signature is written in a cursive style with a large, stylized initial "M" and a long, sweeping tail.



GUIDE TO THE QUIET ZONE ESTABLISHMENT PROCESS

AN INFORMATION GUIDE

Federal Railroad Administration

1200 New Jersey Avenue S.E.

Washington, DC 20590

Telephone: 202-493-6299

www.fra.dot.gov

Federal Railroad Administration

Highway-Rail Crossing and Trespasser Programs Division

Follow FRA on  and 

Purpose of the Guide

This brochure was developed to serve as a guide for local decision makers seeking a greater understanding of train horn sounding requirements and how to establish quiet zones. Its purpose is to provide a general overview and thus does not contain every detail about the quiet zone establishment process. For more detailed and authoritative information, the reader is encouraged to review the official regulations governing the use of locomotive horns at public highway-rail grade crossings and the establishment of quiet zones that are contained in 49 CFR Part 222. A copy of the rule can be downloaded or printed at <http://www.fra.dot.gov/eLib/Details/L02809>.

About Quiet Zones



FRA is committed to reducing the number of collisions at highway-rail grade crossings, while establishing a consistent standard for communities who opt to preserve or enhance quality of life for their residents by establishing quiet zones within which routine use of train horns at crossings is prohibited.

Federal regulation requires that locomotive horns begin sounding 15–20 seconds before entering public highway-rail grade crossings, no more than one-quarter mile in advance. Only a public authority, the governmental entity responsible for traffic control or law enforcement at the crossings, is permitted to create quiet zones.

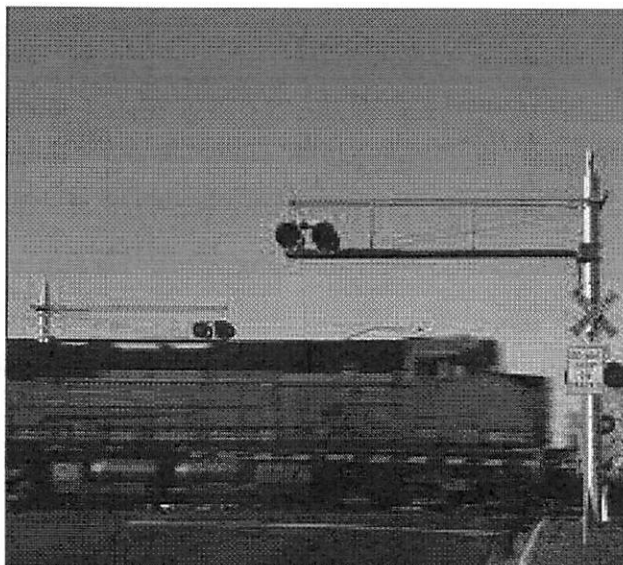
A quiet zone is a section of a rail line at least one-half mile in length that contains one or more consecutive public highway-rail grade crossings at which locomotive horns are not routinely sounded when trains are approaching the crossings. The prohibited use of train horns at quiet zones only applies to trains when approaching and entering crossings and does not include train horn use within passenger stations or rail yards. Train horns may be sounded in emergency situations or to comply with other railroad or FRA rules even within a quiet zone. Quiet zone regulations also do not eliminate the use of locomotive bells at crossings. Therefore, a more appropriate description of a designated quiet zone would be a “reduced train horn area.”

Communities wishing to establish quiet zones must work through the appropriate public authority that is responsible for traffic control or law enforcement at the crossings.

Historical Context

Historically, railroads have sounded locomotive horns or whistles in advance of grade crossings and under other circumstances as a universal safety precaution. Some States allowed local communities to create whistle bans where the train horn was not routinely sounded. In other States, communities created whistle bans through informal agreements with railroads.

In the late 1980's, FRA observed a significant increase in nighttime train-vehicle collisions at certain gated highway-rail grade crossings on the Florida East Coast Railway (FEC) at which nighttime whistle bans had been established in accordance with State statute. In 1991, FRA issued Emergency Order #15 requiring trains on the FEC to sound their horns again. The number and rate of collisions at affected crossings returned to pre-whistle ban levels.



In 1994, Congress enacted a law that required FRA to issue a Federal regulation requiring the sounding of locomotive horns at public highway-rail grade crossings. It also gave FRA the ability to provide for exceptions to that requirement by allowing communities under some circumstances to establish "quiet zones."

The Train Horn Rule became effective on June 24, 2005. The rule set nationwide standards for the sounding of train horns at public highway-rail grade crossings. This rule changed the criteria for sounding the horn from distance-based to time-based. It also set limits on the volume of a train horn. The rule also established a process for communities to obtain relief from the routine sounding of train horns by providing criteria for the establishment of quiet zones. Locomotive horns may still be used in the case of an emergency and to comply with Federal regulations or certain railroad rules.

Public Safety Considerations

Because the absence of routine horn sounding increases the risk of a crossing collision, a public authority that desires to establish a quiet zone usually will be required to mitigate this additional risk. At a minimum, each public highway–rail crossing within a quiet zone must be equipped with active warning devices: flashing lights, gates, constant warning time devices (except in rare circumstances) and power out indicators.

In order to create a quiet zone, one of the following conditions must be met

1. ***The Quiet Zone Risk Index (QZRI) is less than or equal to the Nationwide Significant Risk Threshold (NSRT) with or without additional safety measures such as Supplementary Safety Measures (SSMs) or Alternative Safety Measures (ASMs) described below. The QZRI is the average risk for all public highway-rail crossings in the quiet zone, including the additional risk for absence of train horns and any reduction in risk due to the risk mitigation measures. The NSRT is the level of risk calculated annually by averaging the risk at all of the Nation’s public highway-rail grade crossings equipped with flashing lights and gates where train horns are routinely sounded.***
2. ***The Quiet Zone Risk Index (QZRI) is less than or equal to the Risk Index With Horns (RIWH) with additional safety measures such as SSMs or ASMs. The RIWH is the average risk for all public highway-rail crossings in the proposed quiet zone when locomotive horns are routinely sounded.***
3. ***Install SSMs at every public highway-rail crossing.*** This is the best method to reduce to reduce risks in a proposed quiet zone and to enhance safety.

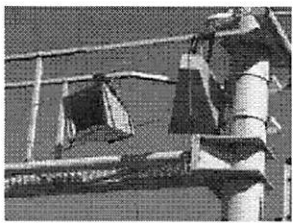
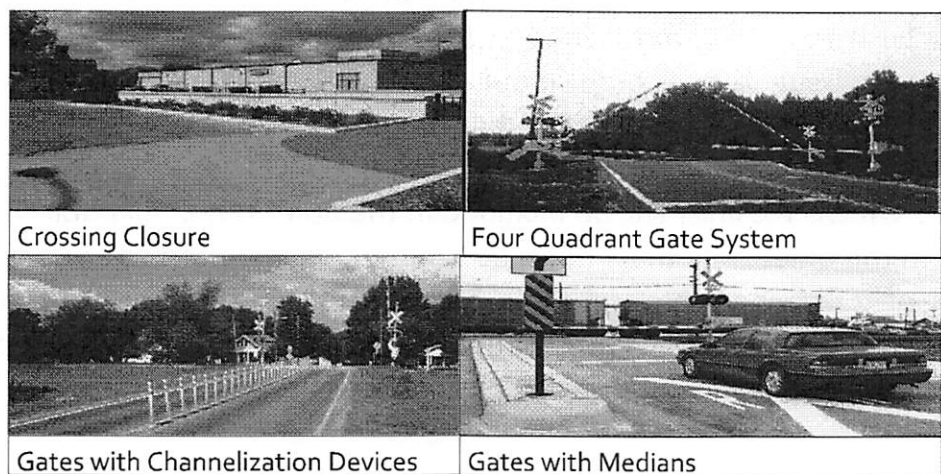
SSMs are pre-approved risk reduction engineering treatments installed at certain public highway-rail crossings within the quiet zone and can help maximize safety benefits and minimize risk. SSMs include: medians or channelization devices, one-way streets with gates, four quadrant gate systems, and temporary or permanent crossing closures. Examples of SSMs are shown on the next page.

ASMs are safety systems, other than SSMs, that are used to reduce risk in a quiet zone. ASMs typically are improvements that do not fully meet the requirements to be SSMs and their risk reduction effectiveness must be submitted in writing and approved by FRA.

FRA strongly recommends that all crossings in the quiet zone be reviewed by a diagnostic team. A diagnostic team typically consists of representatives from the public authority, railroad, and State agency responsible for crossing safety and FRA grade crossing managers.

Public Safety Considerations continued

Examples of SSMs



Wayside Horns The train horn rule also provides another method for reducing the impact of routine locomotive horn sounding when trains approach public highway-rail grade crossings. A wayside horn may be installed at highway-rail grade crossings that have flashing lights, gates, constant warning time devices (except in rare circumstances), and power out indicators. The wayside horn is positioned at the crossing and will sound when the warning devices are activated. The sound is directed down the roadway, which greatly reduces the noise footprint of the audible warning. Use of wayside horns is not the same as establishing a quiet zone although they may be used within quiet zones.

Cost Considerations

The enabling Federal statute did not provide funding for the establishment of quiet zones. Public authorities seeking to establish quiet zones should be prepared to finance the installation of SSMs and ASMs used. Costs can vary from \$30,000 per crossing to more than \$1 million depending on the number of crossings and the types of safety improvements required.

Legal Considerations

The courts will ultimately determine who will be held liable if a collision occurs at a grade crossing located within a quiet zone, based upon the facts of each case, as a collision may have been caused by factors other than the absence of an audible warning. FRA's rule is intended to remove failure to sound the horn as a cause of action in lawsuits involving collisions that have occurred at grade crossings within duly established quiet zones.

The Quiet Zone Establishment Process

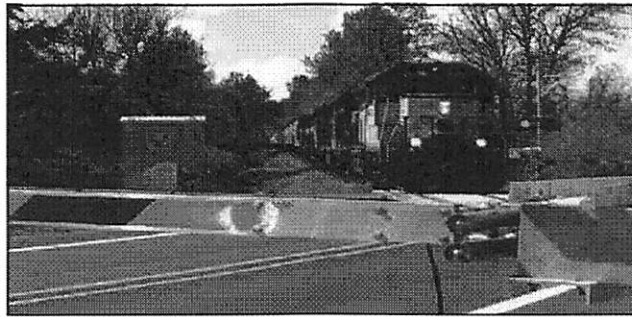
Under the Train Horn Rule, only public authorities are permitted to establish quiet zones. Citizens who wish to have a quiet zone in their neighborhood should contact their local government to pursue the establishment of a quiet zone. The following is a typical example of the steps taken to establish a quiet zone:

1. **Determine** which crossings will be included in the quiet zone. All public highway-rail crossings in the quiet zone must have, at a minimum, an automatic warning system consisting of flashing lights and gates. The warning systems must be equipped with constant warning time devices (except in rare circumstances) and power out indicators. The length of the quiet zone must be at least one-half mile in length.
2. **Identify** any private highway-rail grade crossings within the proposed quiet zone. If they allow access to the public or provide access to active industrial or commercial sites, a diagnostic review must be conducted and the crossing(s) treated in accordance with the recommendations of the diagnostic team.
3. **Identify** any pedestrian crossings within the proposed quiet zone and conduct a diagnostic review of those crossings too. They also must be treated in accordance with the diagnostic team's recommendations. *NOTE: While it is not required by the regulations, FRA recommends that every crossing within a proposed quiet zone be reviewed for safety concerns.*
4. **Update** the U.S. DOT Crossing Inventory Form to reflect current physical and operating conditions at each public, private, and pedestrian crossing located within a proposed quiet zone.
5. **Provide** a Notice of Intent (NOI) to all of the railroads that operate over crossings in the proposed quiet zone, the State agency responsible for highway safety and the State agency responsible for crossing safety. The NOI must list all of the crossings in the proposed quiet zone and give a brief explanation of the tentative plans for implementing improvements within the quiet zone. Additional required elements of the NOI can be found in 49 CFR 222.43(b). The railroads and State agencies have 60 days in which to provide comments to the public authority on the proposed plan.
6. **Alternative Safety Measures** – If ASMs are going to be used to reduce risk, an application to FRA must be made. The application must include all of the elements provided in 49 CFR 222.39(b)(1) and copies of the application must be sent to the entities listed in 49 CFR 222.39(b)(3). They will have 60 days to provide comments to FRA on the application. FRA will provide a written decision on the application typically within three to four months after it is received.

The Quiet Zone Establishment Process continued

7. **Determine** how the quiet zone will be established using one of the following criteria: (Note that Options 2 through 4 will require the use of the FRA Quiet Zone Calculator available at <http://safetydata.fra.dot.gov/quiet/>.)

1. Every public highway-rail crossing in the proposed quiet zone is equipped with one or more SSMs.
2. The Quiet Zone Risk Index (QZRI) of the proposed quiet zone is less than or equal to the Nationwide Significant Risk Threshold (NSRT) without installing SSMs or ASMs.
3. The QZRI of the proposed quiet zone is less than or equal to the Nationwide Significant Risk Threshold (NSRT) after the installation of SSMs or ASMs.
4. The QZRI of the proposed quiet zone is less than or equal to the Risk Index with Horns (RIWH) after the installation of SSMs or ASMs.



8. **Complete** the installation of SSMs and ASMs and any other required improvements determined by the diagnostic team at all public, private, and pedestrian crossings within the proposed quiet zone.
9. **Ensure** that the required signage at each public, private, and pedestrian crossing is installed in accordance with 49 CFR Sections 222.25, 222.27, and 222.35, and the standards outlined in the Manual on Uniform Traffic Control Devices. These signs may need to be covered until the quiet zone is in effect.
10. **Establish** the quiet zone by providing a Notice of Quiet Zone Establishment to all of the parties that are listed in 49 CFR Section 222.43(a)(3). Be sure to include all of the required contents in the notice as listed in 49 CFR Section 222.43(d). The quiet zone can take effect no earlier than 21 days after the date on which the Notice of Quiet Zone Establishment is mailed.

*****Appendix C to the Train Horn Rule provides detailed, step by step guidance on how to create a quiet zone.*****

Required Documentation

Public authorities interested in establishing a quiet zone are required to submit certain documentation during the establishment process. FRA has provided checklists for the various documents that can be found at <http://www.fra.dot.gov/Elib/Details/L03055>.

FRA's Regional Grade Crossing Managers are available to provide technical assistance. A State's department of transportation or rail regulatory agency also may be able to provide assistance to communities pursuing quiet zones.

Public authorities are encouraged to consult with the agencies in their State that have responsibility for crossing safety. Some States may have additional administrative or legal requirements that must be met in order to modify a public highway-rail grade crossing.

Role of Railroads

Communities seeking to establish a quiet zone are required to send a Notice of Intent and a Notice of Quiet Zone Establishment to railroads operating over the public highway-rail grade crossings within the proposed quiet zone. Railroad officials can provide valuable input during the quiet zone establishment process and should be included on all diagnostic teams. Listed below are links to the Class I Railroads and Amtrak.

<u>BNSF Railway (BNSF)</u>	<u>Canadian Pacific (CP)</u>
<u>CSX Transportation (CSX)</u>	<u>Norfolk Southern (NS)</u>
<u>Canadian National (CN)</u>	<u>Union Pacific (UP)</u>
<u>Kansas City Southern (KCS)</u>	<u>Amtrak (ATK)</u>

FINAL NOTE

The information contained in this brochure is provided as general guidance related to the Quiet Zone Establishment Process and should not be considered as a definitive resource. FRA strongly recommends that any public authority desiring to establish quiet zones take the opportunity to review all aspects of safety along its rail corridor. Particular attention should be given to measures that prevent trespassing on railroad tracks since investments made to establish a quiet zone may be negated if the horn has to be routinely sounded to warn trespassers.

POINTS OF CONTACT

General Questions:

Inga Toyne, 202-493-6305

Debra Chappell, 202-493-6018

Ron Ries, 202-493-6285

Regional Contacts

Region 1 Connecticut, Maine, Massachusetts, New Hampshire, New Jersey,
New York, Rhode Island, and Vermont
1-800-724-5991

Region 2 Delaware, Maryland, Ohio, Pennsylvania, Virginia, West Virginia,
and Washington, D.C.
1-800-724-5992

Region 3 Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina,
South Carolina, and Tennessee
1-800-724-5993

Region 4 Illinois, Indiana, Michigan, Minnesota, and Wisconsin
1-800-724-5040

Region 5 Arkansas, Louisiana, New Mexico, Oklahoma, and Texas
1-800-724-5995

Region 6 Colorado, Iowa, Kansas, Missouri, and Nebraska
1-800-724-5996

Region 7 Arizona, California, Nevada, and Utah
1-800-724-5997

Region 8 Alaska, Idaho, Montana, North Dakota, South Dakota, Oregon,
Washington, and Wyoming
1-800-724-5998



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September 2013



**Important Dates for Local Officials
2022 SB2 MARCH TOWN MEETING CALENDAR**

NOVEMBER 2021

Monday, November 8, 2021

First day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the 2022 town meeting. [RSA 675:4; 40:13, VII]

DECEMBER 2021

Tuesday, December 7, 2021

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

Wednesday, December 8, 2021

Last day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the March 8, 2022 town meeting. [RSA 675:4; 40:13, VII]

JANUARY 2022

Thursday, January 6, 2022

Last day to post and publish notice for first hearing on proposed adoption or amendment of zoning ordinance, historic district ordinance or building code if a second hearing is anticipated. [RSA 675:3, :7 – 10 clear days before January 17]

Friday, January 7, 2022

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

Friday, January 7, 2022

Last day for governing body to vote to extend polling hours at March 8 elections. [RSA 659:4-a, IV]. (Reduction of polling hours requires vote of legislative body.)

Tuesday, January 11, 2022

Last day for select board to publish notice of time, place and subject of public hearing on bond or note issue over \$100,000. [RSA 40:13, II-a(a); 33:8-a, I]

Tuesday, January 11, 2022

Last day for giving notice of January 18 public hearing on annual budget. [RSA 32:5, I; 40:13, II-a (a)]



**Important Dates for Local Officials
2022 SB2 MARCH TOWN MEETING CALENDAR**

Tuesday, January 11, 2022

Last day for voters to petition select board to include an article in the town meeting warrant, provided that if a petitioned article proposes a bond governed by RSA 33:8-a, the deadline is the preceding Friday, January 7. [RSA 39:3; 40:13, II-a(b)]

Tuesday, January 11, 2022

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

Tuesday, January 11, 2022

Last day to publish notice of January 18 session for correction of the checklist (required on day before opening of candidate filing period). Notice must be posted in 2 appropriate places, one of which shall be the town’s Internet website, if such exists, or shall be published in a newspaper of general circulation at least 7 days prior to the session. [RSA 654:27; 669:5]

Monday, January 17, 2022

Last day to hold first public hearing by Planning Board on proposed adoption or amendment of zoning ordinance, historic district ordinance or building code if a second public hearing is anticipated. [RSA 675:3] **(See note for January 31. Because final proposal must be included in warrant and posted by January 31, it is strongly recommended that first hearing be held before this date.)**

Tuesday, January 18, 2022

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

Tuesday, January 18, 2022

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

Tuesday, January 18, 2022

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

Wednesday, January 19, 2022

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



**Important Dates for Local Officials
2022 SB2 MARCH TOWN MEETING CALENDAR**

Thursday, January 20, 2022

Last day to post and publish notice for last hearing on January 31 for proposed adoption or amendment of zoning ordinance, historic district ordinance or building code. Notice of the time of place of each hearing must be given 10 days prior to the hearing, not including the day notice is posted or the day of the hearing. [RSA 675:7.]

Saturday, January 22, 2022

Last day to notify affected landowners if town meeting warrant contains an article to discontinue a highway if the First Session is to be held on February 5. Notice must be given no later than 14 days before First Session. [RSA 231:43; 40:13, III]

Thursday, January 27, 2022

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

Friday, January 28, 2022

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

Friday, January 28, 2022

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

Monday, January 31, 2022

Last day for planning board to hold final public hearing on adoption or amendment of zoning ordinance, historic district ordinance or building code. **[NOTE: Any proposed ordinance or amendment must be included in warrant, which must be posted today. For this reason, it is strongly recommended that the final hearing be held before this date.]** Planning board must also determine final form. An official copy of any final proposal must be placed on file in the town clerk's office not later than the fifth Tuesday before town meeting (town meeting is March 8, the fifth Tuesday before is February 1). [RSA 675:3]

Monday, January 31, 2022

Last day for select board to post warrant and budget at all polling places and at clerk's office or town hall. Warrant shall state place, day and hour for each of the two separate sessions. For the Second Session, the warrant shall also state the hour of the election, hour polls open and close, and which items are to be voted on by ballot. [RSA 39:2; 39:5; 40:13, II and II-a (d)]



**Important Dates for Local Officials
2022 SB2 MARCH TOWN MEETING CALENDAR**

FEBRUARY 2022

Tuesday, February 1, 2022

Last day for official copy of final proposal to adopt or amend zoning ordinance, historic district ordinance or building code to be placed on file at town clerk's office. [RSA 675:3, V.] (See entry for January 31 above—must be ready by that date.)

Saturday, February 5, 2022

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

Saturday, February 12, 2022

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

Saturday, February 19, 2022

Last day to post and publish notice, of the day, hour, and place of February 26 session to correct the checklist. Notice must be posted in 2 appropriate places, one of which shall be the town's Internet website, if such exists, or shall be published in a newspaper of general circulation at least 7 days prior to the session. [RSA 654:27; 669:5; 40:13, VII]

Monday, February 21, 2022

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

Saturday, February 26, 2022

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

Saturday, February 26, 2022

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

Saturday, February 26, 2022

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



**Important Dates for Local Officials
2022 SB2 MARCH TOWN MEETING CALENDAR**

MARCH 2022

Tuesday, March 1, 2022

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

Tuesday, March 1, 2022

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

Friday, March 4, 2022

Last day for supervisors to post (by midnight) final corrected checklist. [RSA 654:28 - checklist to be posted on the Friday next following the checklist correction session on February 26]

Friday, March 4, 2022

Certification of checklist; 2 copies filed with town clerk. [RSA 654:28-:29]

Monday, March 7, 2022

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

Tuesday, March 8, 2022

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

Tuesday, March 8, 2022

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



**Important Dates for Local Officials
2022 SB2 MARCH TOWN MEETING CALENDAR**

Friday, March 11, 2022

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

Monday, March 14, 2022

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

Tuesday, March 15, 2022

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

Friday, March 18, 2022

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

Monday, March 28, 2022

Town clerk must report names and addresses of all town officers to commissioner of revenue administration after annual election. There is an ongoing duty to report changes as they occur. [RSA 41:19; Rev 1707.13 -- report to be made within 20 days of the town meeting]

Monday, March 28, 2022

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

Thursday, March 31, 2022

Town clerk to send 2 copies of town report to State Library and 1 copy of town report to UNH Library within 30 days of March 1, the date by which the town report must be made available. [RSA 41:22; 201-A:18]

APRIL 2022

Thursday, April 7, 2022

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



**Important Dates for Local Officials
2022 SB2 MARCH TOWN MEETING CALENDAR**

Thursday, April 7, 2022

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

MAY 2022

Saturday, May 7, 2022

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