

**Select Board Meeting**  
**Monday, August 22<sup>nd</sup>, 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 EXT V Facebook <https://www.facebook.com/ExeterTV>, or YouTube <https://www.youtube.com/c/ExeterTV98>.

To access the meeting via Zoom, click this link: <https://exeternh.zoom.us/j/81976339899>

To access the meeting via telephone, call +1 646 558 8656 and enter Webinar ID 819 7633 9899

Please join the meeting with your full name if you want to speak.

Use the “Raise Hand” button to alert the Chair you wish to speak. On the phone, press \*9.

More access instruction found here: <https://www.exeternh.gov/townmanager/virtual-town-meetings>

Contact us at [extvg@exeternh.gov](mailto:extvg@exeternh.gov) or 603-418-6425 with any technical issues.

**AGENDA**

1. Call Meeting to Order
2. Swearing In – Exeter Police Department
3. Bid Opening – Ambulance, Fire/EMS Department
4. Board Interviews
5. Public Comment
6. Proclamations/Recognitions
  - a. Proclamations/Recognitions
7. Approval of Minutes
  - a. Regular Meeting: August 8<sup>th</sup>, 2022
8. Appointments
9. Discussion/Action Items
  - a. Train Station Updates – Bob Hall, Train Committee
  - b. Quarterly Financial Report through June 30<sup>th</sup> – Corey Stevens, Finance Director
  - c. Transfer of Water-Sewer Impact Fees – Corey Stevens, Finance Director
  - d. Public Safety Facility Project Updates – Dave Sharples, Town Planner
10. Regular Business
  - a. Tax Abatements, Veterans Credits & Exemptions
  - b. Permits & Approvals
  - c. Town Manager’s Report
  - d. Select Board Committee Reports
  - e. Correspondence
11. Review Board Calendar

12. Non-Public Session

13. Adjournment

Niko Papakonstantis, Chair

Select Board

Posted: 8/19/22 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

**Swearing In – Exeter Police Department**



Russ Dean <rdean@exeternh.gov>

## Select Board Meeting 8-22

Stephan Poulin <spoulin@exeternh.gov>  
To: Russ Dean <rdean@exeternh.gov>

Tue, Aug 16, 2022 at 9:48 AM

We've asked to perform a swearing in for Jacob Hall and a promotional swearing in for Sgt. Clouthier.

**Chief Stephan R. Poulin**

*Exeter Police Department*

20 Court St

Exeter, NH 03833

Dispatch: 603-772-1212



### Chair Government Relations Committee, NH Assoc. of Chiefs of Police

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On Mon, Aug 15, 2022 at 9:15 AM Russ Dean <rdean@exeternh.gov> wrote:  
[Quoted text hidden]

**Bid Opening – Ambulance, Fire/EMS Department**

**Proclamations/Recognitions**

**Minutes**

Select Board Meeting  
Monday August 8, 2022  
7 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Julie Gilman, Molly Cowan, Niko Papakonstantis, Nancy Belanger, Town Manager Russ Dean, and Assistant Town Manager Melissa Roy were present at this meeting. Ms. Oliff was also present, via Zoom; she stated that she was unable to attend in person, and that she was alone in the room. The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Board Interviews

a. There were no interviews conducted at this meeting.

3. Bid Opening- Sewer Siphons Project

a. J A Polito and Sons of Shrewsbury, MA. Addenda 1 is included. Total bid is \$1,989,250. The bid bond is attached.

b. NorthEast Earth Mechanics of Pittsfield NH. Addenda 1 is included. Total bid is \$1,681,975. The bid bond is attached.

c. N. Grenese and Sons Inc of Salem MA. Addenda 1 is included. Total bid is \$1,627,750. The bid bond is attached.

**MOTION:** Ms. Gilman moved to forward the Sewer Siphon Project bids to the Department of Public Works for review and recommendation. Ms. Belanger seconded. In a roll call vote, the motion passed 5-0.

4. Public Comment

Gerry Hamel of 17 Little Pine Lane expressed concern about a water bill late charge, which was higher than he expected. He talked to the town Tax Collector's office and found that if you're three days late you're charged a month's interest. He has talked to the Attorney General's Office and Consumer Affairs about this. This fee policy isn't noted on the bill. There must be people who are having trouble paying these bills. The tax collector said 20% of bills are paid late, which could be a few thousand dollars of extra revenue for the town every month. Does the Board feel that's fair? Is it legal?

Mr. Papakonstantis asked Mr. Dean to have some clarification at the next meeting about the practice. Mr. Papakonstantis said the Town of Exeter isn't trying to make money on delinquent bills. He's sure there's a reasonable explanation. The town has a new collections software, and maybe it doesn't correspond to our existing policy. If we're doing something we should not be doing, we need to correct it. Mr. Dean said the ordinance says amounts not paid within 30 days will be charged a 1% late fee for each month. He'll have a legal analysis done on that language and bring more information to a future meeting.

5. Proclamations/Recognitions



6. Approval of Minutes

a. Regular Meeting: July 25, 2022

**MOTION:** Ms. Belanger moved to approve the Select Board meeting minutes of July 25 2022 as presented. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

7. Appointments

8. Discussion/Action Items

a. Valuation Updates - MRI, Scott Marsh, Contract Assessor, Janet Whitten, Town Assessor

Scott Marsh of MRI and Janet Whitten, the Town Assessor, were present to discuss the proposed updates to the town valuation.

Mr. Marsh said that every year, the State reviews assessments and sale prices to find an equalization ratio. Over the last several years, manufactured homes on rented sites and some condos are at a different ratio than the rest of the town. We need to adjust the project factors for each of the mobile home parks so that the assessments are more in line with the town's average. This year, the ratio is around 68%, which shows that values are increasing. The "COD" tells you how close everyone is to the median, and that value gets better with these changes. Looking to ensure everyone's paying a fair and equitable portion of the taxes. There's a five year requirement to get it in line with value, but this is an interim year; the last revaluation was in 2019. He added that this wouldn't have any impact on the town's overall tax rate, which is driven more by spending than by the valuation.

Betty Jean Wright, resident of the Exeter-Hampton Coop and Chair of the Coop Board, spoke on this issue. These homes are affordable, and her neighbors are older folks and the working class. Water rates have increased 250%. Years ago the Coop took ownership of the land beneath their homes. Rents are affordable, but folks in this community are living on the edge. The assessment would go up \$12,000, which would mean a rent increase in the community. This will impact peoples' well being, health, and being stress-free. We pay more taxes because we pay taxes on the land and homes, but we don't get services like plowing, roadways, infrastructure, or Police Services. Owning a home and selling a home is something that gets people out of poverty. Residents of manufactured housing should be treated as equal and have more conversations about what services we're getting. Increasing taxes even by \$40 is a lot to these residents.

Mr. Papakonstantis said he appreciates Ms. Wright's passion for her community. He pledged to work with her in the future.

Ms. Belanger said the timing of this adjustment seems a little off. Ms. Cowan agreed, saying that there's a housing bubble.

Ms. Belanger said the Coop doesn't get the services that everyone else gets. She would like to hear more about how we can address the fact that they don't get services like Police patrol or plowing.

Mr. Marsh said all properties are assessed at the same tax rate, which goes back to the value of the property. The Coop land is one value, and the structure is another value, which are billed separately, but it's being treated the same as a house.

John Grueter of 3 Sterling Lane said condos and mobile home parks have private roads, so they don't get public services.

Ms. Gilman said the State has dealt with private roads not getting town services, which should affect their valuation, but it hasn't gone anywhere. People on these private roads do use the rest of the town's roads.

Mr. Marsh said every fifth year the town has to be in the 90-100% range. In the in-between years, the State is not going to order us to do anything specific. We're just looking at whether we want to bring the properties out of line with the town average into line. Ms. Cowan asked when the next revaluation date is, and Mr. Marsh said 2024. Ms. Gilman asked if we delay this, could the valuations could go up even more? Ms. Cowan said they could also go down. Mr. Marsh said if we wait, there could be a bigger increase at the end. Ms. Cowan said she thinks we're at the top of the market, but we don't know. She added that Exeter is economically diverse because of these communities, and she's concerned about the bump now or in two years.

Ms. Belanger said she doesn't want to vote on this tonight, as she doesn't want to be rushed into making a decision.

Mr. Dean said there's also the condominium element to this proposal.

Mr. Marsh said there's no deadline. If we wanted to do it in the near future, it would push out when we could get the MS1 in, which is due September 1st. Another option is to wait and look at this again in the Spring, which would split any increase over two tax bills and give homeowners a longer period to pay it.

Ms. Wright said she saw the value of the park increase. Mr. Marsh said this is the prior assessments, and doesn't have to do with the land. Just the home's valuation would increase.

Ms. Belanger suggested a work session on this issue.

Mr. Papakonstantis said he would be more comfortable dealing with this in the spring.

Ms. Wright asked if the town creates more tax revenue, where is it going? Mr. Marsh said there's no more revenue, the town can only raise what residents vote to spend.

Mr. Marsh said we've done the same process with the residential condominiums. The ratio overall isn't that out of line, but some projects are above and some are below, so we want to make adjustments to bring them back in line. Ms. Cowan said if we're putting off one discussion until the spring, we should put them both off, as we might have more information about where the bubble is. The Board generally agreed to put the discussion off until the Spring.

Ms. Belanger asked that they use the language "manufactured homes" rather than "mobile homes" in future discussion, per Ms. Wright's suggestion.

b. ARPA and CDS funding update

Assistant Town Manager Melissa Roy presented a list of ARPA projects which have been proposed or approved. The second tranche of \$800,000 was received last week, so we have now received the full \$1.6M from the Federal Government.

The Winter Street BMP project was approved at \$42,586. There was \$185,000 for Pickpocket Dam; the total project cost \$300,000, but we got a grant. The Squamscott Sewer Siphons Project was approved at \$420,000; that's the second part of the project to drill a third barrel under the river. We have received \$600,000 in Congressional Directed Spending and the SRF program, and \$1.2M from State ARPA money in FY22 for that project. At the last Select Board meeting, the Board approved a reclassification study to look at non-Union and SEIU town employees to improve retention and recruitment. The Board also approved an update to Maps Online.

Regarding the rest of the projects, the Great Bay Total Nitrogen permit was discussed at the last budget process. \$99,600 was requested by the DPW to mitigate nitrogen, and it was proposed to fund this through ARPA. The IT projects, including Town Server equipment and support, backup servers, Aristotle Insight, ASCAP security penetration testing, and PC replacement, were all discussed in last year's budget process as coming from ARPA. One new project is Munis Transition team funding. The software that Finance and HR use for payroll and HR support has been in place since 2017 without an upgrade, and Munis is requiring an upgrade to the 2021 version. We could purchase a transition package to help at a cost of \$6,400. If all of the projects discussed are approved, we will have \$736,374 left in ARPA funding.

Mr. Papakonstantis said that he envisioned using ARPA funds for infrastructure improvements we could show off down the road, like Town Hall HVAC or improvements to 10 Hampton Road. Mr. Dean said when we made the FY2022 budget, we agreed to reduce the IT budget and submit the IT needs through ARPA. Ms. Roy said a lot of these IT upgrades were to support us through Covid, which is what ARPA was intended for. Ms. Belanger said in the last budget process, there was money in the budget to replace computers, so the money was put to help support Covid IT needs instead. Ms. Roy said these were discussions during the budget process of putting them t

Ms. Roy said at our level of funding, all of the ARPA money can be used for government services. It's not restricted as we had initially expected.

**MOTION:** Ms. Gilman moved to approve expenditures from ARPA funds for the following: Great Bay Nitrogen General Permit in the amount of \$99,600; Town Server Equipment and Support Purchase in the amount of \$52,800; Aristotle Insight for IT in the amount of \$14,200; the ASCAP for IT in the amount of \$390; the Backup DNS server for IT in the amount of \$1,500; PC replacement for IT in the amount of \$6,350; and MUNIS Transition Team Funding for HR and Finance at \$6,400. Ms. Belanger seconded. In a roll call vote, the motion passed 5-0.

c. Water Sewer Rates Discussion

Mr. Dean said he suggests having a consultant do a study on the water/sewer rates. Mr. Papakonstantis asked if we have funds. Mr. Dean said we would get a proposal from a consultant, and would split the cost between water/sewer reserve fund. The study would likely cost \$35,000-45,000 and might take 90 - 120 days to complete.

John Grueter of 3 Sterling Hill Lane, who is on the Board of Directors at Sterling Hill, said that Sterling Hill is in the 3rd tier, but the residents aren't using more water than other homes. Instead of dividing the charges into tiers, it would be more equitable to just have one rate across the board, or to just keep one tier for commercial use. We have done everything we can to help people conserve water.

Mr. Papakonstantis asked about the financial liability for each of the 32 units to have its own meter. Mr. Grueter said they would pay an additional service charge and the cost of the meter. The town would be collecting 128 bills instead of 4 bills. He added that other condo associations are in the same boat.

Mr. Dean said there was a time when we charged different fees for different meter sizes, but that was changed in 2006 to the more you use, the more you pay. Now residents pay one service fee across the board but different rates based on usage. If we adopted a flat rate, the residential rate would go up. The Water/Sewer Committee debated this at length in 2006, but perhaps it's worth a fresh look. Ms. Cowan said if it's a bunch of residences, can't we keep them at the residential rate?

Ms. Wright said that at the Exeter Hampton Coop, we had a master meter and individual household meters, and would end up paying the difference between the two. We ended up installing upgraded meters and got rid of the master meter. Now everyone is paying fees. She has a problem with only ratepayers paying for water, since we're all enjoying the benefits in going to town restaurants etc.

Mr. Grueter said the meter is not a profit center, it's about gallons used in a quarter. There should be just one rate, like in Londonderry.

Mr. Papakonstantis said he'd like to have more information to deliberate on. He thinks Mr. Dean should get a proposal for a review of the rates. Ms. Cowan said she is interested to hear how this can be applied to the mobile home situation as well.

Mr. Dean said the inverted block rate was adopted because we wanted to make sure people were conserving. We can look at the master meter situation.

Mr. Grueter said he understands that "the more you use, the more you pay," but we can't control it any more than we do. With 32 people using the water, there's no way to get under the third tier.

Ms. Belanger asked to hear from Bob Kelly, the Chair of the Water/Sewer Committee, on this issue in the future.

The Board generally agreed to have Mr. Dean get proposals for the study.

9. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

**MOTION:** Ms. Gilman moved to approve a tax abatement for 104/79/317 in the amounts of \$710.52 for 2013; \$276.97 for 2014; \$382.30 for 2015; \$422.09 for 2016; \$401.35 for 2017; \$397.04 for 2018; \$714.25 for 2019; \$752.95 for 2020; and \$743.23 for the tax year 2021. Ms. Belanger seconded. In a roll call vote, the motion passed 5-0.

Mr. Dean presented a Property Tax Abatement Request due to ongoing litigation. A writ of possession has been granted to the park, and we can't tax the park, so this is a request to forgive the taxes and interest due. A new mobile home will go onto the property.

**MOTION:** Ms. Belanger moved to forgive the taxes and principal due for tax years 2018, 2019, 2020, 2021, and 2022 for \$3,633.08 for 104/79/139. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

b. Permits & Approvals

c. Town Manager's Report

- i. The Water Department responded to the pool, which was closed for a few hours. We were able to get it back up and running.
- ii. There's a Budget Recommendations kick off meeting Wednesday
- iii. There's a Planning Board CIP meeting Thursday.
- iv. He attended a Health Trust Retreat last week, which was very informative.
- v. He's been talking to departments about shipment of vehicles and the ordering process. He will have more info Wednesday on the progress of the approved warrant articles.
- vi. He's looking for an update from Attorney Mitchell on Swasey Parkway.

d. Select Board Committee Reports

- i. Ms. Oliff had no report.
- ii. Ms. Cowan had a Water/Sewer Advisory meeting where they heard some abatement requests. That committee is looking for members.
- iii. Ms. Gilman had no report. She attended National Night Out, which was a lot of fun.
- iv. Ms. Belanger said she attended the ribbon cutting for the Park Street Playground. There's a Public Input meeting for Planet Playground this week.
- v. Mr. Papakonstantis had no report. He thanked Parks and Rec and the Park Street Neighborhood for their work and feedback on the Park Street Common.

e. Correspondence

- i. A memo from the Chair of the BRC regarding their meeting dates.

- ii. A note from DOT regarding the Exeter Highway Block Grant.
- iii. A note from Xfinity re channel changes.
- iv. Notices of thanks from New Generation and Richie McFarland Children's Center for town donations.

10. Review Board Calendar

- a. The next meetings are Aug 22 and Tues September 6.

11. Non-Public Session

**MOTION:** Ms. Belanger moved to enter into non-public session RSA 91-A:3II(a) Ms. Gilman seconded. In a roll call vote, the motion passed 5-0. The meeting went into non-public session at 8:49 PM.

12. Adjournment. Selectwoman Belanger moved to adjourn. Selectwoman Gilman seconded. The Board stood adjourned at 8:58 pm.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary

## Appointments

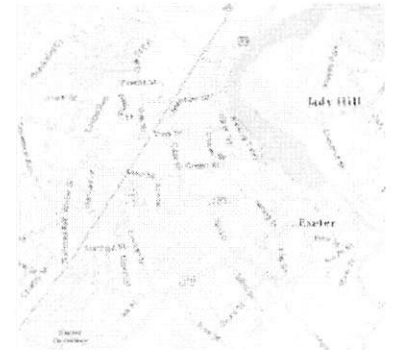
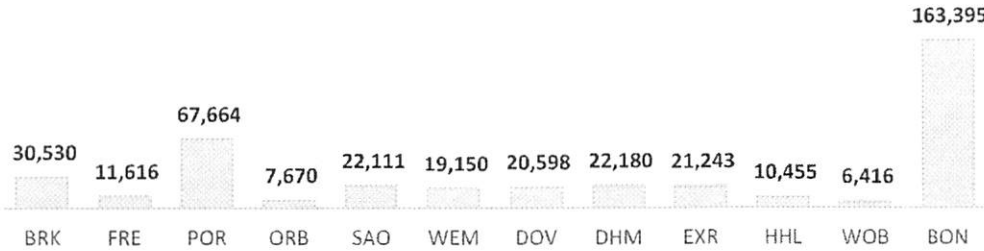
**Train Station Updates – Bob Hall, Train Committee**



# Exeter, New Hampshire Station Report



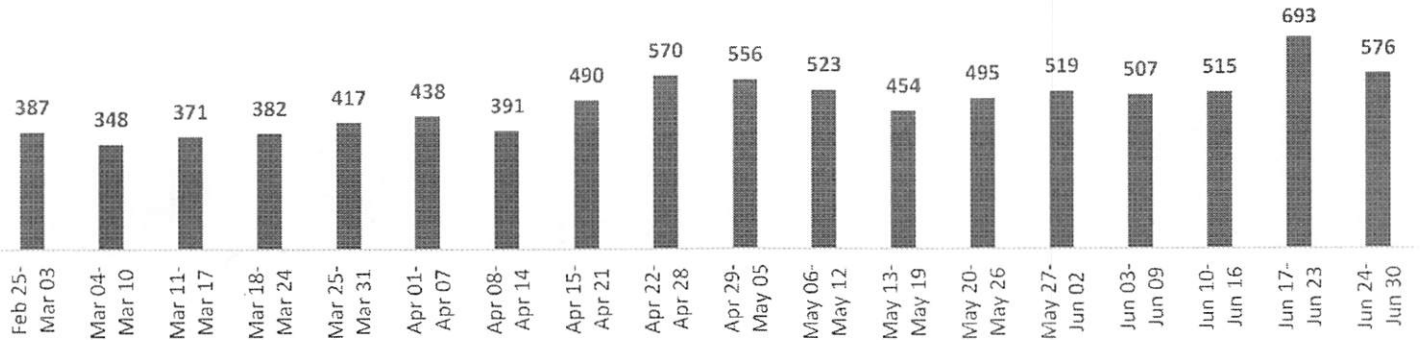
## Downeaster Boardings All Stations Last 12 Months



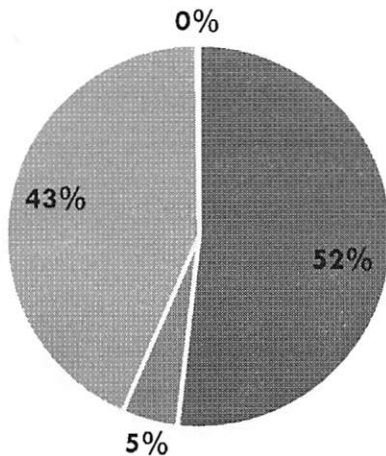
## EXR Station Ridership by Month

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
Boardings (Ons)	2,037	1,810	1,515	1,891	1,747	1,537	1,049	1,261	1,669	2,043	2,233	2,451	21,243
Alightings (Offs)	2,052	1,742	1,589	1,988	1,762	1,620	1,109	1,338	1,758	2,084	2,258	2,488	21,788
Net (Ons-Offs)	(15)	68	(74)	(97)	(15)	(83)	(60)	(77)	(89)	(41)	(25)	(37)	(545)

## EXR Station Ridership By Week Last 3 Months



## Station Ridership by Class (All Available)



■ Coach ■ Business ■ Multi ■ Group

## Station Ridership by Train Last 12 Months

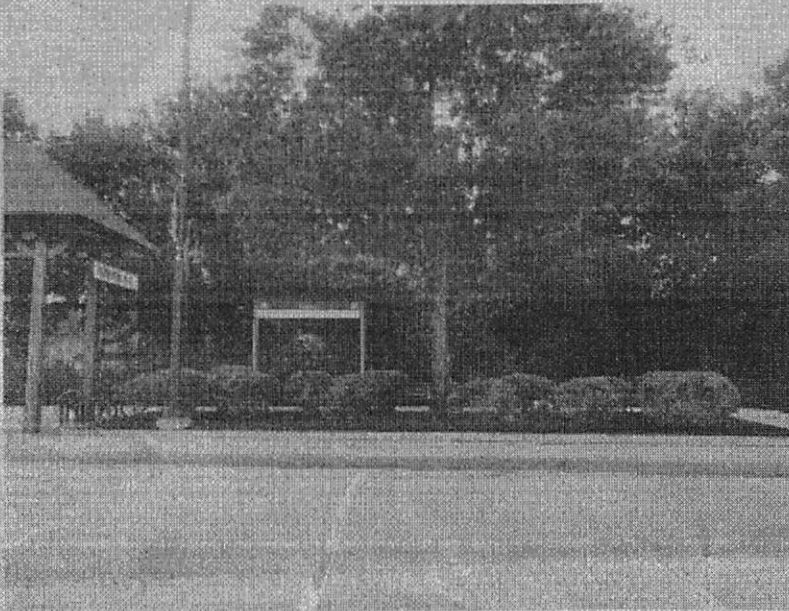
	Weekday		Weekend		
	Ons	Offs	Ons	Offs	
<b>680</b>	5,307	382	<b>690</b>	311	38
<b>681</b>	1,377	639	<b>691</b>	746	664
<b>682</b>	2,466	671	<b>692</b>	1,849	246
<b>683</b>	503	1,079	<b>693</b>	446	903
<b>684</b>	1,188	496	<b>694</b>	1,007	395
<b>685</b>	361	3,019	<b>695</b>	291	964
<b>686</b>	1,977	718	<b>696</b>	1,161	424
<b>687</b>	372	5,455	<b>697</b>	257	1,550
<b>688</b>	583	959	<b>698</b>	564	617
<b>689</b>	45	1,055	<b>699</b>	45	658
<b>Total</b>	<b>14,179</b>	<b>14,473</b>	<b>1689</b>	<b>26</b>	<b>668</b>

## Exeter Downeaster Train Station Improvements

### Rest Room/Waiting area:

Location: As we discussed I think the most opportune location for a separate restroom-small waiting area building, considering available space, adjacency and fit, is the planting area just north of the bulletin board area. The area is approximately 16 x 54 sq. ft.; 864, sq. ft.; a sufficient area to accommodate a restroom building that would be designed to be architecturally compatible with the station building.

See photo



Some impact items. The tree oak tree in the middle would most likely have to go. The signs and the lamp posts would need to be relocated. Also the area considered is in the CSX railroad right-of-way so consideration would need to be given to how to obtain their permission.

Comfort station space needs: Below is an ADA compliant layout from the web that shows a typical restroom; approximately 50 sq. ft. This would be the minimum space requirement and would serve only one person at a time; of course there would be two. If they were marked uni-sex then that would provide user flexibility. Two would require approximately 100 sq. ft.

Then there is a need for entrance or corridor (depending on layout) space; say 10 x 10, which could accommodate a station host desk and display material, and which could serve as a small waiting area (10 people). In addition there needs to be a custodial closet (25 sq. ft.) and a room for utilities, sink, water heater, panel box, etc; 25 sq. ft.

**Quarterly Financial Report through June 30<sup>th</sup>, 2022 – Corey Stevens, Finance Director**



TOWN OF EXETER  
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[www.exeternh.gov](http://www.exeternh.gov)

TO: SELECT BOARD & RUSSELL DEAN, TOWN MANAGER  
FROM: COREY STEVENS, FINANCE DIRECTOR  
SUBJECT: BUDGET VS ACTUAL RESULTS (UNAUDITED) AT 06/30/22 COMPARED TO 06/30/21  
DATE: AUGUST 22, 2022

## General Fund Budget vs. Actual Revenues and Expenses

### General Fund Revenues

For the six months ending June 30, 2022, Total General Fund Operating Revenue was \$8.8M, representing 43% of the FY2022 overall budget of \$20.4M. By comparison, Total Operating Revenue at June 30, 2021, was \$9.6M representing 48% of the overall FY2021 budget.

#### Highlights of General Fund Revenues as of 6/30/22:

- **Property Tax Revenues**
  - Property tax invoices totaling \$27.5M were issued in May of this year (due June 30<sup>th</sup>), with the Town's portion equaling \$5.98M. The balance goes to the school districts and county. As of June 30<sup>th</sup>, 86% of the May billing had been collected. The 86% collection rate was directly in line with results from June of 2021.
  - Other components of Property Tax Revenue totaling \$33K, compared to \$121K in 2021 include:
    - Current Use Tax \$25K, Interest & Penalties \$90K, other miscellaneous of \$5.2K, less Overlay (\$86.5K).
- **Motor Vehicle Revenues:** \$1.6M collected, representing 52% of the annual budget for this line. Down \$41K from 2021.
- **Building & Permit Fees:** \$137K collected, representing 34% of the annual budget. Down \$86K from 2021. While the town has issued more permits in 2022 compared to 2021 (473 v. 432), the estimated construction cost of the 2022 permits is 60% of that in 2021.
- **Other Permits and Fees:** \$79K collected, representing 38% of the annual budget. Consistent with collections from June, 2021.
- **Meals & Rooms Tax Revenue:** No collection to date. State remittance of Meals & Rooms Tax occurs in December.
- **State Highway Block Grant:** \$117K collected, representing 39% of the annual budget. Consistent with collections from June, 2021. The final two quarterly payments of 2022 should bring total collections for the year in line with the budget projection, consistent with last year.
- **FEMA:** No FEMA collected as of June 30<sup>th</sup> 2022.
- **Other State Grants:** \$8.5K collected from the State's Radiological Emergency Response Program (RERP), representing 13% of the Other State Grants anticipated revenue for the year.
- **Income from Departments:** \$434K collected, representing 41% of the annual budget. Consistent with collections from June, 2021. Break down:
  - Income from Departments - \$90K collected, representing 31% of the annual budget. 2021: \$79K collected; 30% of budget.

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2021 VS 2020 (UNAUDITED)

- Waste & Refuse Charges - \$344K collected, representing 44% of the annual budget. 2021: \$306K collected; 41% of budget.
- **Sale of Town Property:** No activity in 2022
- **Interest Income:** \$4.9K collected, representing 49% of the annual budget. Interest income forecasts were scaled back for 2022. The annual interest rate on the Town's investment account was .1% during the first 6 months of 2022 with an average monthly balance of \$9.9M.
- **Rental & Miscellaneous Revenues:** \$9.5K collected, representing 59% of the annual budget. Income includes rental of Town Hall to Chamber of Commerce; various Rec. Dept. permits/rentals; rental of Historical Society building. \$2.4K from the NH Charitable Foundation.
- **Use of Fund Balance:** 50% of the annual amount approved by the Select Board for 2022 has been recognized.

### General Fund Expenditures

Total General Fund Operating Expenses as of June 30, 2022 were \$8.63M, representing 42% of the 2022 budget of \$20.4M. On a percent-of-budget basis, these results are consistent with June 2021. A discussion of the highlights and notable variances to budget is below. Generally, we would anticipate wages, tax and benefits to be 50% spent at mid-year. Non-compensation expense lines will vary based on the timing of such expenditures and circumstances within the individual departments.

#### General Government Group (BOS, TM, HR, Legal, TC, EL)

- **General Government Group** actual expenditures were \$514K through June 2022, representing 51% of the 2022 budget. For comparison, the FY2021 budget was 54% spent through June 2021.
  - **Select Board** expenses were \$8.6K, representing 42% of the budget. The Special Expenses budget of \$3K was 17% spent at June 30<sup>th</sup>.
  - **Town Manager** expenses were \$133K, representing 51% of the department budget.
  - **Human Resources** expenses were \$61K, representing 35% of the department budget. Non-compensation lines were largely spent below budget expectation at mid-year.
  - **Elections** expenses were \$10K, representing 40% of the budget. Additional spending related to the primary and mid-term elections should bring spending in line with budget in the 4<sup>th</sup> quarter.

#### Finance Group (Finance, Tax, Assessing and IT)

- **Finance Group** actual expenditures were \$459K through June 2022, representing 45% of the 2022 budget. For comparison, the FY2021 budget was 44% spent through June 2021.
  - **Finance/Accounting** expenses were \$162K, representing 46% of the budget. Wages, tax and benefit lines were 46% spent due to changes in staffing during the first quarter of the year. Budget lines related to the 2021 audit were not spent as of June 30<sup>th</sup> due to the timing of services. Spending related to Education/Training were below budget expectations due to the staffing changes noted above.
  - **Tax Collection** expenses were \$46K, representing 45% of the budget. The Deeded Property and Tax Lien budget lines had not been spent as of June 2022. Activity in these lines generally occurs during the latter half of the year.
  - **Information Technology** expenses were \$122K as of June 30<sup>th</sup>, representing 39% of the annual budget. Wages, tax and benefits were in line with expense expectations. However, several software and hardware lines, as well as Contract Services were underspent or not spent at all at mid-year.

Spending on the software/ hardware lines is anticipated in 2022, and timing is historically in the latter half of the year. The use of contract services has been minimal to date in 2022, but some level of spending is anticipated.

**Planning, Building Inspection, other Boards, and Commissions**

- Actual expenditures for this group were \$244K through June, 2022, representing 43% of the 2022 budget. For comparison, the FY2021 budget was 42% spent through June 2021.
  - **Planning** – Actual spending of \$120K, representing 44% of the category budget. Wages, tax and benefits were slightly under 50% spent at mid-year. This is likely due to the date when the Conservation Planner moved from a part-time to full-time position. GIS Software costs had not been incurred as of June 30<sup>th</sup>, but will be in October. A contract for a rezoning study has been signed, however, there had been no expense to date as of June 30<sup>th</sup>. There had been no activity in the Grant Matching and the Sustainability line items at mid-year either.
  - **Inspections/Code Enforcement** – Actual spending of \$120K, representing 43% of the category budget. Wages, tax and benefit expenses for active staff are largely in line with budget expectations at mid-year. However, the department is still seeking a part-time electrical inspector and as such, wages and benefits related to this position are unspent to date.
  - **Conservation Commission** – Actual spending of \$1.5K, representing 15% of the budget. The hiring of intern help has been delayed until later in the year due to Covid restrictions. Trail maintenance and roadside mowing will occur later in the year as well. Expense activity among these three budget lines are driving results at mid-year.

**Economic Development**

- Actual expenditures of \$73K through June 2022, representing 48% of the budget, were in line with budget expectations. The Economic Development budget is largely comprised of wages, tax and benefits.

**Police Department**

- Actual department expenditures were \$1.8M through June 2022, representing 46% of the overall Police Department budget. For comparison, the FY2021 budget was 42% spent through June 2021. Notable division results are highlighted below.
  - **Administration** – Actual spending of \$420K was essentially in line with budget expectations at mid-year. Expenses related to Computer Equipment and Software Contracts are anticipated in the second half of the year and as such these line items are unspent as of June 30<sup>th</sup>.
  - **Staff Division** – Actual spending of \$300K, representing 46% of the division's budget. Staff has had one open position throughout 2022 which accounts for spending on wages, tax and benefits below budget expectations. Spending on non-compensation lines was generally in line with budget and historical spending patterns.
  - **Patrol Division** – Actual spending of \$900K, representing 45% of the division's budget. Patrol has had one open position throughout 2022 which accounts for spending on wages, tax and benefits below budget expectations. Actual Fuel costs at June 30<sup>th</sup> were 40% of the annual budget. In addition, there had been no activity in the Investigations line at mid-year.
  - **Communications/Dispatch Division** – Actual spending of \$177K, representing 41% of the division's budget. An open dispatch position for the first half of 2022 resulted in actual wages, tax and benefits below budget expectations.

### **Fire Department**

- Actual department expenditures were \$1.8M through June 2022, representing 45% of the Fire Department budget. These results are consistent with mid-year results from FY2021. Notable division results are highlighted below.
  - **Administration** – Actual spending of \$353K was essentially in line with budget expectations at 48%. Due to successful hiring activity in the first half of the year, spending on Physicals is likely to be above the original budget expectation for 2022.
  - **Suppression** – Actual spending of \$1.35M, representing 44% of the division's budget. Suppression started the year with several staff vacancies resulting in wages, tax and benefits spending below budget expectations as of June 30<sup>th</sup>. One vacant position remains at mid-year. Several non-compensation lines (maintenance/repairs, supplies, contracts) are also spent below budget expectation as of June 30<sup>th</sup>. This is likely due to the timing of such expenditures during the year.
  - **Health** – Actual spending of \$66K, representing 44% of the Health budget for 2022. Wage, tax and benefits spending were in line with budget expectation at June 30<sup>th</sup>. The Mosquito Control line was 25% spent due to the timing of payments on the vendor's contract.

### **Public Works Department**

- Actual Public Works spending of \$2.1M as of June 30<sup>th</sup>, representing 37% of the 2022 annual budget. These results are consistent with June 30<sup>th</sup> of 2021. Public Works continues to have vacant positions in many of its divisions. In addition, several large budgetary lines historically experience spending in the second half of the year. Specific division results are highlighted below.
  - **Administration** – Actual spending of \$156K, representing 35% of the 2022 budget. Administration started the year with two vacant positions. One position was filled and one remained open as of June 30<sup>th</sup>, leading to wage, tax and benefits spending equal to 40% of budget at mid-year. Spending on Conferences and Education/Training was below budget expectations as well at mid-year.
  - **Highways and Streets** – Actual spending of \$541K, representing 25% of the division budget. The division was down one heavy equipment operator during the reporting period leading to wage, tax and benefits spending equal to 44% of budget expectation at June 30<sup>th</sup>. Several repair and maintenance line items in the Highway budget experienced little or no spending in the first half of 2022. This was similar to results from 2021 at mid-year. Many of these lines were spent in the second half of the year, and the same is anticipated for 2022. These budget lines include: Asphalt Reclamation; Bridge Repair; Culvert Repair/Replacement; Road Paving; Sidewalk/Curbing; Storm Drain Cleaning; Weed Control. The combined annual budget for these lines is \$882K.
  - **Snow Removal** – The annual budget of \$313K has been spent as of mid-year. An unexpected price increase for salt (\$47 to \$67 per ton year over year) has exhausted the Snow budget for 2022.
  - **Solid Waste Disposal** – Actual spending of \$497K, representing 38% of the 2022 budget for this category. \$52K of encumbrances were in place at June 20<sup>th</sup> as well. Part-time wage expense was 45% of budget expectation at mid-year. Solid Waste Disposal/Recycling was lower than budget at mid-year (38%) due the timing of contract payments. Additionally, two significant lines, Brush Grinding and Household Hazardous Waste, are spent in the latter part of each year.
  - **General Maintenance** – Actual spending of \$235K, representing 36% of the budget for this category. Maintenance continued to have one open technician/HVAC position during the first half of 2022

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2021 VS 2020 (UNAUDITED)

resulting in wage, tax and benefits spending at 43% of the annual budget for those lines. Maintenance Projects were still in the planning stages at mid-year and as such no spending had occurred in that line.

- **Building Maintenance** – Public Works is responsible for maintenance and utilities of the various buildings owned by the Town. At mid-year the combined Maintenance budgets for these buildings was 78% spent. Notable events that led to this spending include: electrical rewiring of the Pool House pump room at the start of the season; plumbing issues at Town Hall; an overhead door failure at the DPW Complex; additional maintenance requirements at the Safety Complex. Utility costs for these buildings (electricity, natural gas, water/sewer) were 42% of budget expectation due to the timing of monthly payments.
- **Mechanics Garage** – Actual spending of \$130K, representing 45% of the Garage annual budget. Wages and benefits spending were generally in line with mid-year budget expectations. Non-compensation budget lines had little activity as of June 30<sup>th</sup>, however, spending is anticipated in the second half of the year.

**Welfare**

- Actual expenses of \$37K, representing 49% of the 2022 budget. The Town continues to see great demand for housing assistance in the form of rent, hotel stays and utilities. A detailed report of the department's 2022 activity through June was provided during the Select board meeting on July, 18<sup>th</sup>.

**Human Services**

- Actual expenses of \$40K, representing 38% of the 2022 budget. Spending at mid-year is ahead of 2021 when only 27% of the Human Services budget was spent. By the end of 2021, 95% of the budget had been spent. Therefore, the moderate spending year-to-date in 2022 is assumed to be a matter of timing.

**Parks & Recreation**

- Actual expenses of \$288K representing 45% of the 2022 budget. Overall spending results are consistent with FY2021 when 46% of the budget was spent at mid-year.
  - **Recreation** expenses of \$193K were 49% of budget for this category. Wage and benefit spending were in line with budgetary expectations at June 30<sup>th</sup>.
  - **Parks** expenses of \$95K were 38% of budget for this category. Similar to 2021, the Parks department continued to rely on contracted services during the first half of 2022. A new hire was brought on in April of this year, and another in August. As a result, the wage, tax and benefits budgets were less than 30% spent at mid-year. In contrast, Contracted Services are projected to exceed annual budget at some point during this year.

**Public Library**

- Actual expenses of \$629K at June 30<sup>th</sup>, representing 56% of the annual Library budget. Wage, tax and benefits are generally in line with budget expectations at mid-year. Public Services expenditures were 100% requested by Library Administration as of June 30<sup>th</sup>.

**Debt Service**

- General Fund Debt Service expense was \$180K, representing 13% of the 2022 budget of \$1.38M. The amount includes 50% of debt service interest through the June 30<sup>th</sup>. The principal and balance of interest payments are due in July amounting to \$1.2M.



**Capital Outlay/Leases**

- Actual spending of \$80K, representing 32% of the annual 2022 budget for Capital Outlay. Replacement of two Police vehicles had not occurred as of mid-year. Lease payments on existing vehicles was in line with budget expectations.

**General Fund Net Operating Income**

- As a result of the revenue and expense activity detailed above, General Fund Net Operating Income at June 30<sup>th</sup>, 2022 was \$180K, compared to \$1.26M at mid-year 2021. Several factors contribute to these results:
  - The Town's portion of property taxes from the May 2022 bill cycle is roughly \$523K less than that in 2021.
  - Other Revenue sources are \$138K less in 2022 than at mid-year 2021. In addition, Overlay costs are \$63K greater at mid-year 2022.
  - Operating Expenses are higher by \$328K at mid-year 2022. It is noted that the 2022 annual budget is an increase of \$495K over 2021. A slight variance in mid-year spend rates (42.34% in 2022 v. 41.74% in 2021), coupled with the budgetary increase, accounts for the higher spending as of June, 2022.

**Warrant Article Appropriations**

- Warrant articles totaling \$531K were approved by voters in March 2022. Of that amount, \$124K was spent as of June 30, 2022 representing first year lease payments on Fire Engine #5 and the SCBA equipment replacement.

**Amounts Voted from Fund Balance**

- Various articles on the 2022 Town Warrant provided for the use Fund Balance to cover the expenditures listed below. These amounts are shown separately as a note below General Fund Expenditures because they have no impact on net income for the year.
  - Sick Leave Trust \$100K
  - Snow/Ice Non-CRF Funds, \$50K
  - Swasey Park \$3.6K
  - Raynes Farm \$100K
  - Park Improvements \$100K
  - DPW Truck #9 \$72K
  - Fire Car #3 \$48K
  - Town Hall Rev. Fund \$5K

Sick Leave, Snow/Ice and Swasey Park are held and invested by the Trustees of Trust Funds.

### **Water Fund Budget vs. Actual Revenue and Expenditures**

#### **Water Fund Revenue**

- For the six months ending June 30, 2022, Total Water Fund Operating Revenue was \$1.9M, representing 45% of the FY2022 overall budget of \$4.25M. By comparison, Total Revenue at June 30, 2021 was \$1.7M representing 43% of the overall FY2021 budget. The increase in revenues is attributable in large part to the following line items:
  - Water Consumption Charges – \$1.6M collected, representing 44% of the FY2022 budget for this category, and an increase of \$179K over FY2021 at mid-year. Water rates were increased 11.2% in July of 2021.
  - Water Service Charges – \$322K collected, representing 50% of the FY2022 budget, and an increase of \$13K over FY2021 at mid-year. The charge rate was increased by one dollar per meter as part of the July 2021 increase.
  - Water Assessment Fees – \$7.5K collected, representing 300% of the FY2022 budget, and an increase of \$6K over FY2021 at mid-year.

#### **Water Fund Expenses**

- Water Fund Enterprise Operating Expenses were \$1.59M as of June 30<sup>th</sup>, representing 37% of the 2022 budget. These results are similar to mid-year 2021. Notable variances to budget are discussed below.
  - Water Administration – Actual spending of \$241K representing 54% of the annual Administration budget. Wage, tax and benefits were in line with budget expectations at mid-year. Insurance expense lines were fully spent at June 30<sup>th</sup> leading to the department's overall results. The Consulting Services budget of \$10K had no spending activity as of June 30<sup>th</sup>.
  - Water Billing – No notable budget to actual variances at mid-year.
  - Water Distribution – Actual spending of \$397K, representing 45% of the 2022 budget. Encumbrances totaling \$86K were in place at June 30<sup>th</sup>, bringing spending to 54% of budget when factored in. Distribution started the year with two open positions and another became vacant in April. As a result, wages, tax and benefits were 41% of budget at mid-year. Spending on Overtime due to the lack of full-time staff was 84% of the annual budget. Several repair and equipment lines had seen little spending activity as of June 30<sup>th</sup>, however, this was attributed to the timing of such expenditures.
  - Water Treatment – Actual spending of \$369K, representing 44% of the 2022 budget. Treatment also had encumbrances totaling \$86K in place at June 30<sup>th</sup>, bringing spending to 54% of budget when factored in. The department was down one full-time staff member at mid-year. As a result, spending on full-time wages was 47% of budget and Overtime was 110% of budget for the first six months of 2022.
  - Water Fund Debt Service – The majority of the Debt Service budget is spent in the second half of the year when principal payments on outstanding debt become due. \$690K of the \$1M Principal budget was unspent as of June 30<sup>th</sup>.
  - Water Fund Capital Outlay – The 2022 budget for Capital Outlay had not been spent as of June 30<sup>th</sup>. However, the Water Department is in the process of executing contracts for projects and expects to spend this budget by the end of the year.

#### **Water Fund Net Income**

- Water Fund net income was \$340K for the first six months of 2022, compared to \$215K in 2021. The timing of debt service principal payments is a significant factor contributing to the low spending results at mid-year. Additionally, and similar to 2021, open staff positions and the timing of various departmental expenditures contribute to the Fund's net income position at mid-year.

### **Sewer Fund Budget vs. Actual Revenues and Expenditures**

#### **Sewer Fund Revenue**

- For the six months ending June 30, 2022. Total Sewer Fund Operating Revenue was \$3.62M, representing 49% of the overall FY2022 budget of \$7.39M. By comparison, Total Revenue at June 30, 2021, was \$3.17M representing 45% of the overall FY2021 budget. The increase in revenues is attributable in large part to the following line items:
  - Sewer Usage Charges – \$3.16M collected, representing 49% of the FY2022 budget, an increase of \$592K over FY2021 at mid-year. Sewer rates were increased 19.8% in July of 2021.
  - Sewer Septage Fees – \$129K collected, representing 57% of the FY2022 budget, an increase of \$44K over FY2021. Collection of septage fees began in FY2020 when the Town established a septage receiving station at the wastewater treatment facility.
  - Sewer Lien Revenue saw a mid-year decrease of \$197K compared to FY2021. 2021 experienced abnormally high lien revenue; 2022 revenues are expected to be much lower.

#### **Sewer Fund Expenses**

- Sewer Fund Enterprise Operating Expenses were \$1.28M as of June 30<sup>th</sup>, representing 17% of the 2022 annual budget. These results are similar to mid-year 2021. Notable variances to budget are discussed below.
  - Sewer Administration – Actual spending of \$267K representing 56% of the annual Administration budget. Wage, tax and benefits were in line with budget expectations at mid-year. Insurance expense lines were fully spent at June 30<sup>th</sup> leading to the department's overall results. No other significant budget to actual expense variances were noted.
  - Sewer Billing – No notable budget to actual variances at mid-year.
  - Sewer Collection – Actual spending of \$258K, representing 35% of the budget for this category. As noted in Water Distribution above, staffing shortages related to shared employees resulted in wage spending below budget expectation. Several non-compensation budget lines (totaling \$36K) had not yet been spent at mid-year due to timing.
  - Sewer Treatment – Actual spending of \$541K, representing 38% of the budget at June 30<sup>th</sup>. The division was short one staff member during the first six months of 2022, leading to wage, tax and benefits spending at 42% at mid-year. Several non-compensation budget lines appeared to lag behind mid-year budget expectations, but are the result of the timing of expenditures. Encumbrances totaling \$27K were in place at June 30<sup>th</sup> related to Treatment.
  - Sewer Fund Debt Service – The majority of the Debt Service budget is spent in the second half of the year when principal payments on outstanding debt become due. All of the \$3.1M Principal budget was unspent as of June 30<sup>th</sup>, and only \$128K of the \$1M Interest budget.
  - Sewer Fund Capital Outlay – The 2022 budget for Capital Outlay had not been spent as of June 30<sup>th</sup>. However, the Sewer Department is in the process of planning for capital projects with projected costs of between \$150K and \$175K.

#### **Sewer Fund Net Income**

- Sewer Fund net income was \$2.34M for the first six months of 2022, compared to \$1.88M in 2021. The timing of debt service principal payments is a significant factor contributing to the low spending results at mid-year. Additionally, and similar to 2021, open staff positions and the timing of various departmental expenditures contribute to the Fund's net income position at mid-year.

**Water/ Sewer Fund Accounts Receivable**

- Accounts Receivable in categories over 30 days continues to trend downward as a percentage of overall receivables outstanding. The Water & Sewer Collections Office continues to pursue delinquent accounts, using payment plans and shut-off notices to encourage payment when appropriate. As a result, Current outstanding accounts represent 77% of all receivables at mid-year, compared to 64% at the end of 2021.

## Revolving Funds - Budget vs. Actual Revenues and Expenses

### Cable Television Revolving Fund (“CATV”)

- Total CATV Revenue was \$38K as of June 30, 2022, similar to collections at mid-year 2021. This represents 29% of the overall anticipated CATV revenue for FY2022. CATV revenue is derived primarily from cable franchise fees.
- CATV Wages, Tax and Benefits – Actual expenses of \$57.5K, representing 51% of the annual compensation budget. Challenges with availability of part-time help have led to more hours on the part of full-time staff including overtime hours in some instances. Overall, Wages are up \$1.1K and Taxes/Benefits are up \$2.5K over 2021.
- CATV General Expenses – Actual expenses of \$27K, representing 49% of the 2022 General Expenses budget and an increase of \$4.8K over 2021. Expenditures for Capital Outlay and Education Channel account for the increase over 2021. General Expenses include costs to run channels 13, 22 and 98, contracted and legal services, capital outlay, internet services, software and equipment maintenance.
- As of mid-year 2022, CATV was running an operating deficit of \$47K, compared to a deficit of \$39K at mid-year 2021.

### Recreation Revolving Fund

- Total Recreation Revolving Fund Revenue was \$388K at June 30, 2022, compared to \$306K at mid-year 2021. Revenue at June 30 was 83% of budget expectation this year versus 53% in 2021. Recreation revenue is generally broken into two categories, Programs and Impact Fees. Program revenue was \$375K at mid-year 2022, representing 81% of budget for program revenue. Strong participation in the Town’s summer adventure camp, sports, and other general programs has led to these results. Sponsorship revenue has also been strong with collections of \$12K, representing 241% of the 2022 budget estimate. Revenue from Impact Fees was \$13K at June 30, 2022, versus \$10K in 2021.
- Recreation Revolving Fund Expenses are broken out between Wages, Taxes and Benefits, and General Expenses.
  - Wages, taxes and benefits were \$26K at mid-year, representing 14% of the 2022 budget. Comparatively, compensation lines were only 4% spent at mid-year 2021. As noted in the December 2021 Finance report, 2021 was recovery year for Recreation. The need for staffing has increased in 2022 as we return to more normal recreation patterns.
  - General Expenses were \$99.7K, representing 50% of the budget for this category as compared to 17% at mid-year 2021. General expenses support Recreation programming and events and include pool supplies/maintenance, utilities, marketing, and costs to run the various programs mentioned above.
  - Capital Outlay spending is broken into two categories. Capital outlays from the *Recreation Revolving Fund* were \$12K at mid-year, representing 51% of the anticipated budget. Spending in this category was primarily on sporting and recreation equipment. Capital spending from *Recreation Impact Fees* had no activity as of June 30, 2022.

**Net Income:** At mid-year the Recreation Revolving Fund had net income of \$251K, compared to \$243K at mid-year 2021. While revenues have increased \$82K year over year, expenses have followed suite increasing \$74K, leading to a modest increase in net income year-to-date.

**EMS Revolving Fund**

- EMS Revolving Fund Revenue related to transport was \$270K at June 30<sup>th</sup> 2022, representing 50% of the annual budget for revenues. These results are fairly similar to 2021 when revenue was \$268K at mid-year, or 47% of budget. However, it is notable that EMS activity has increased over 2021 at mid-year. Calls for service are up by 94, and billable transports have increased by 210 patients. Revenue as a result of the increased activity should begin to outpace that of 2021 as the year goes on.
- EMS Revolving Fund Expenses were \$126K at June 30, 2022, representing 34% of budgeted expenses. Results were generally in line with the budget to actual ratio for mid-year 2021, with the exception of Capital Outlay.
  - Wages, Tax and Benefits were \$92K, representing 43% of the budget for the category. Compensation spending generally aligned with budget expectations at mid-year. However, Overtime spending at 39% of budget and Retirement expense at 38% contributed to the results. It is notable that these results are not dissimilar to those at mid-year 2021.
  - General Expenses were \$35K at mid-year, representing 21% of the 2022 budget for the category. Most general expense lines were spent at levels under budget expectation. The timing of Capital Outlay expenditures contributed significantly to these spending results. No spending had occurred as of June 2022, as opposed to a \$20K capital outlay in 2021. Omitting Capital Outlay, General Expenses were in line with the 2021 mid-year experience.
- EMS Revolving Fund Net Income at mid-year was \$143K, versus \$121K in 2021, the results essentially separated by Capital Outlay as noted above.

**Town of Exeter**  
**General Fund Operating Revenue (unaudited)**  
**As of June 30, 2022 and 2021**

Source	Current Year 2022 Budget vs Actual				Prior Year 2021 Budget vs Actual				Comparison of Actuals	
	2022 Budget	Actual Revenue 06/30/22	\$ Budget Variance Over /(Under)	Actual as a % of Budget	2021 Budget	Actual Revenue 06/30/21	\$ Budget Variance Over /(Under)	Actual as a % of Budget	2022 vs 2021 \$ Variance	2022 vs 2021 % Variance
Property Tax Revenue	\$ 13,057,962	\$ 6,014,141	\$ (7,043,821)	46%	\$ 12,730,017	\$ 6,680,578	\$ (6,049,439)	52%	\$ (666,437)	-10%
Motor Vehicle Permit Fees	3,080,000	1,606,884	(1,473,116)	52%	3,080,000	1,647,842	(1,432,158)	54%	\$ (40,958)	-2%
Building Permits & Fees	400,000	137,495	(262,505)	34%	300,000	223,214	(76,786)	74%	\$ (85,719)	-38%
Other Permits and Fees	210,000	78,921	(131,079)	38%	210,000	77,843	(132,157)	37%	\$ 1,078	1%
State Revenue Sharing	-	-	-		147,706	-	(147,706)	0%	\$ -	
Meals & Rooms Tax Revenue	1,125,948	-	(1,125,948)		778,371	-	(778,371)	0%	\$ -	
State Highway Block Grant	296,552	117,082	(179,470)	39%	304,590	119,097	(185,493)	39%	\$ (2,015)	-2%
FEMA	50,000	-	(50,000)		67,016	5,502	(61,514)	8%	\$ (5,502)	-100%
Other State Grants/Reimbursements	66,390	8,500	(57,890)	13%	50,000	14,245	(35,755)	28%	\$ (5,745)	-40%
Income from Departments	1,061,500	434,262	(627,238)	41%	1,000,000	385,102	(614,898)	39%	\$ 49,160	13%
Sale of Town Property	-	-	-		50,000	-	(50,000)		-	
Interest Income	10,000	4,894	(5,106)	49%	55,000	5,767	(49,233)	10%	(873)	-15%
Rental & Misc Revenues	16,000	9,451	(6,549)	59%	14,000	6,825	(7,175)	49%	2,626	38%
Revenue Transfers In/Out	212,650	-	(212,650)		304,381	-	(304,381)		-	
Use of Fund Balance	800,000	400,000	(400,000)	50%	800,000	400,000	(400,000)	50%	\$ -	
<b>Total General Fund Operating Revenue</b>	<b>\$ 20,387,002</b>	<b>\$ 8,811,630</b>	<b>\$ (11,575,372)</b>	<b>43%</b>	<b>\$ 19,891,081</b>	<b>\$ 9,566,015</b>	<b>\$ (10,325,066)</b>	<b>48%</b>	<b>\$ (754,385)</b>	<b>-8%</b>

Town of Exeter General Fund Operating Expenses (unaudited) As of June 30, 2022 and 2021											
Department	Current Year 2022 Budget vs Actual				Prior Year 2021 Budget vs Actual				Comparison of Actuals		
	2022 Budget	Actual Expenses 06/30/22	\$ Budget Variance Under /(Over)	% Spent	2021 Budget	Actual Expenses 06/30/21	\$ Budget Variance Under /(Over)	% Spent	2022 vs 2021 \$ Variance	2022 vs 2021 % Variance	
Total General Government	\$ 1,007,367	\$ 514,273	\$ 493,094	51%	\$ 935,476	\$ 502,707	\$ 432,769	54%	11,566	2%	
Total Finance	1,017,033	459,482	557,551	45%	983,295	433,540	549,755	44%	25,942	6%	
Total Planning & Building	568,675	244,550	324,125	43%	533,540	221,910	311,630	42%	22,640	10%	
Total Economic Development	153,114	73,035	80,079	48%	147,302	70,979	76,323	48%	2,056	3%	
Total Police	3,919,292	1,797,253	2,122,039	46%	3,781,444	1,590,822	2,190,622	42%	206,431	13%	
Total Fire	3,978,350	1,782,188	2,196,162	45%	3,903,592	1,740,963	2,162,629	45%	41,225	2%	
Total Public Works	5,718,882	2,111,477	3,607,405	37%	5,560,195	2,047,618	3,512,577	37%	63,859	3%	
Total Welfare	75,825	37,285	38,540	49%	73,120	21,193	51,927	29%	16,092	76%	
Total Human Services	105,105	40,148	64,957	38%	105,720	29,304	77,416	27%	10,844	37%	
Total Parks & Recreation	639,072	287,851	351,221	45%	580,176	266,339	313,837	46%	21,512	8%	
Total Other Culture/Recreation	34,000	6,877	27,123	20%	33,500	15,473	18,027	46%	(8,598)	-56%	
Total Library	1,124,643	628,754	495,889	56%	1,081,267	607,902	473,365	56%	20,852	3%	
Total Debt Service	1,385,502	179,547	1,205,955	13%	1,374,215	184,965	1,189,250	13%	(5,418)	-3%	
Total Capital Outlay & Leases	253,658	80,049	173,609	32%	400,866	250,761	150,105	63%	(170,712)	-68%	
Payroll Benefits & Taxes	406,484	388,408	18,076	96%	396,373	318,948	77,425	80%	69,460	22%	
Total General Fund Operating Expenses	\$ 20,387,002	\$ 8,631,177	\$ 11,755,825	42.337%	\$ 19,891,081	\$ 8,303,424	\$ 11,587,657	41.744%	\$ 327,753	4%	
Net Operating Income/ (Deficit)	\$ -	\$ 180,453	\$ 180,453		\$ -	\$ 1,262,591	\$ 1,262,591		(1,082,138)	-36%	
Warrant Article Appropriations	\$ 530,798	\$ 123,635	\$ 407,163	23%	\$ 276,459	\$ 100,000	\$ 176,459	36%	23,635	24%	
Net Income/ (Deficit)	\$	\$ 56,818			\$	\$ 1,162,591					
Total Voted from Fund Balance	\$ 478,395	\$ 267,234	\$ 211,161		\$ 150,000	\$ 150,000	\$ -		\$ 117,234		



Town of Exeter

Water Fund Revenues & Expenses (unaudited)

As of June 30, 2022 and 2021

	2022 Budget vs Actual				2021 Budget vs Actual				Comparison of Actuals	
	2022 Budget	Actual Revenue 06/30/22	\$ Budget Variance Over/(Under)	% Collected	2021 Budget	Actual Revenue 06/30/21	\$ Budget Variance Over/(Under)	% Collected	2022 vs 2021 \$ Variance	2022 vs 2021 % Variance
<b>Water Fund Revenues</b>										
<b>Total Water Fund Operating Revenues</b>	\$ 4,249,390	\$ 1,925,741	\$ (2,323,649)	45%	\$ 4,054,184	\$ 1,731,005	\$ (2,323,179)	43%	\$ 194,736	11%
	2022 Budget vs Actual				2021 Budget vs Actual				Comparison of Actuals	
	2022 Budget	Actual Expenses 06/30/22	\$ Budget Variance Under/(Over)	% Spent	2021 Budget	Actual Expenses 06/30/21	\$ Budget Variance Under/(Over)	% Spent	2022 vs 2021 \$ Variance	2022 vs 2021 % Variance
<b>Water Fund Expenditures</b>										
Water Administration	\$ 445,520	\$ 240,969	\$ 204,551	54%	\$ 409,340	\$ 229,677	\$ 179,663	56%	\$ 11,292	5%
Water Billing	\$ 191,534	\$ 87,614	\$ 103,920	46%	\$ 171,147	\$ 82,504	\$ 88,643	48%	\$ 5,110	6%
Water Distribution	\$ 889,333	\$ 397,186	\$ 492,147	45%	\$ 872,786	\$ 360,213	\$ 512,573	41%	\$ 36,973	10%
Water Treatment	\$ 846,432	\$ 368,731	\$ 477,701	44%	\$ 822,395	\$ 365,605	\$ 456,790	44%	\$ 3,126	1%
Water Fund Debt Service	\$ 1,323,021	\$ 491,594	\$ 831,427	37%	\$ 1,263,186	\$ 454,747	\$ 808,439	36%	\$ 36,847	6%
Water Fund Capital Outlay	\$ 553,550	\$ -	\$ 553,550		\$ 515,330	\$ 22,968	\$ 492,362	4%	\$ (22,968)	-100%
<b>Total Water Fund Operating Expenses</b>	\$ 4,249,390	\$ 1,586,094	\$ 2,663,296	37%	\$ 4,054,184	\$ 1,515,714	\$ 2,538,470	37%	\$ 70,380	5%
<b>Net Operating Income/(Deficit)</b>	\$ -	\$ 339,647	\$ 339,647		\$ -	\$ 215,291	\$ 215,291		\$ 124,356	58%
<b>Warrant Article Appropriations</b>	\$ 11,041				\$ -					

Town of Exeter  
Sewer Fund Revenues & Expenses (unaudited)  
As of June 30, 2022 and 2021

	2022 Budget vs Actual				2021 Budget vs Actual				Comparison of Actuals	
	2022 Budget	Actual Revenue 06/30/22	\$ Budget Variance Over/(Under)	% Collected	2021 Budget	Actual Revenue 06/30/21	\$ Budget Variance Over/(Under)	% Collected	2022 vs 2021 \$ Variance	2022 vs 2021 % Variance
<b>Sewer Fund Revenues</b>										
State Grant Revenue	\$ 10,000	\$ -	\$ (10,000)		\$ 16,421	\$ -	\$ (16,421)		\$ -	0%
Sewer Fund Revenues	\$ 7,375,953	\$ 3,616,476	\$ (3,759,477)	49%	\$ 6,998,943	\$ 3,173,340	\$ (3,825,603)	45%	\$ 438,349	14%
Total Sewer Fund Operating Revenues	\$ 7,385,953	\$ 3,616,476	\$ (3,769,477)	49%	\$ 7,015,364	\$ 3,173,340	\$ (3,842,024)	45%	\$ 443,136	14%
	2022 Budget vs Actual				2021 Budget vs Actual				Comparison of Actuals	
	2022 Budget	Actual Expenses 06/30/22	\$ Budget Variance Under/(Over)	% Spent	2021 Budget	Actual Expenses 06/30/21	\$ Budget Variance Under/(Over)	% Spent	2022 vs 2021 \$ Variance	2022 vs 2021 % Variance
<b>Sewer Fund Expenditures</b>										
Sewer Administration Expense	\$ 477,909	\$ 266,581	\$ 211,328	56%	\$ 463,039	\$ 256,088	\$ 206,951	55%	\$ 10,493	4%
Sewer Billing Expense	\$ 188,309	\$ 84,253	\$ 104,056	45%	\$ 167,922	\$ 81,490	\$ 86,432	49%	\$ 2,763	3%
Sewer Collection Expense	\$ 742,007	\$ 257,618	\$ 484,389	35%	\$ 732,111	\$ 269,210	\$ 462,901	37%	\$ (11,592)	-4%
Sewer Treatment Expense	\$ 1,431,279	\$ 541,226	\$ 890,053	38%	\$ 1,330,179	\$ 558,964	\$ 771,215	42%	\$ (17,738)	-3%
Sewer Fund Debt Service Expense	\$ 4,305,495	\$ 128,739	\$ 4,176,756	3%	\$ 4,106,782	\$ 55,239	\$ 4,051,543	1%	\$ 73,500	133%
Sewer Fund Capital Outlay Expense	\$ 240,954	\$ -	\$ 240,954		\$ 215,331	\$ 5,107	\$ 210,224	2%	\$ (5,107)	-100%
Total Sewer Fund Operating Expenses	\$ 7,385,953	\$ 1,278,417	\$ 6,107,536	17%	\$ 7,015,364	\$ 1,226,098	\$ 5,789,266	17%	\$ 52,319	4%
Net Operating Income/(Deficit)	\$ -	\$ 2,338,059	\$ 2,338,059		\$ -	\$ 1,947,242	\$ 1,947,242		\$ 390,817	20%
Warrant Article Appropriations	\$ 211,041	\$ -	\$ 211,041		\$ -	\$ -	\$ -			
Appropriations from Reserves - Solar Array	\$ -	\$ -	\$ -		\$ -	\$ 65,000	\$ (65,000)			
Net Income/(Deficit)		\$ 2,338,059				\$ 1,882,242				

**Town of Exeter**

**CATV Revolving Fund - Revenue & Expenses (unaudited)**

**As of June 30, 2022 and 2021**

	2022 Budget vs Actual				2021 Budget vs Actual				Comparison of Actuals	
	2022 Budget	Actual 06/30/22	\$ Variance	% Variance	2021 Budget	Actual 06/30/21	\$ Variance	% Variance	2022 vs 2021 \$ Variance	2022 vs 2021 % Variance
<b>CATV Revenues</b>										
<b>Cable Franchise Fees</b>	\$ 130,000	\$ 37,780	\$ (92,220)	-71%	\$ 137,500	\$ 37,247	\$ (100,253)	-73%	\$ 533	1%
<b>Tech/AV Service Fees</b>	\$ -	\$ 200	\$ 200	100%	\$ -	\$ -	\$ -		\$ 200	100%
<b>Total CATV Revenues</b>	\$ 130,000	\$ 37,980	\$ (92,020)	-71%	\$ 137,500	\$ 37,247	\$ (100,253)	-73%	\$ 733	2%
<b>CATV Expenses</b>										
<b>Wages, Taxes &amp; Benefits</b>	\$ 112,139	\$ 57,577	\$ 54,562	51%	\$ 127,434	\$ 53,933	\$ 73,501	42%	\$ 3,644	7%
<b>General Expenses</b>	\$ 55,022	\$ 27,162	\$ 27,860	49%	\$ 74,550	\$ 22,361	\$ 52,189	30%	\$ 4,501	21%
<b>Total CATV Expenses</b>	\$ 167,161	\$ 84,739	\$ 82,422	51%	\$ 201,984	\$ 76,294	\$ 125,690	38%	\$ 8,445	11%
<b>Net Income/(Deficit)</b>	\$ (37,161)	\$ (46,759)	\$ (9,598)	126%	\$ (64,484)	\$ (39,047)	\$ 25,437	61%	\$ (7,712)	20%

Town of Exeter

Recreation Revolving Fund Revenues & Expenses (unaudited)

As of June 30, 2022 and 2021

	2022 Budget vs Actual							2021 Budget vs Actual							Comparison of Actuals	
	2022 Budget	RR Fund Actuals	Impact Fees Actuals	Wright Memorial Fund Actuals	Actual 06/30/22	\$ Variance	% Variance	2021 Budget	RR Fund Actuals	Impact Fees Actuals	Karen Wright Memorial Fund Actuals	Actuals 06/30/21	\$ Variance	% Variance	2022 vs 2021 \$ Variance	2022 vs 2021 % Variance
Total Rec. Revolving Revenue	\$ 466,000	\$ 375,471	\$ 12,785	\$ 1	\$ 388,257	\$ (77,743)	83%	\$ 582,000	\$ 295,834	\$ 10,246	\$ 3	\$ 306,083	\$ (275,917)	53%	\$ 82,174	27%
Wages, Taxes & Benefits	\$ 179,051	\$ 25,520	\$ -	\$ -	\$ 25,520	\$ 153,530	14%	\$ 238,675	\$ 10,090	\$ -	\$ -	\$ 10,090	\$ 228,585	4%	\$ 15,430	153%
General Expenses	\$ 199,450	\$ 99,704	\$ -	\$ -	\$ 99,704	\$ 99,746	50%	\$ 273,525	\$ 46,908	\$ -	\$ -	\$ 46,908	\$ 226,617	17%	\$ 52,796	113%
Capital Outlay	\$ 23,000	\$ 11,816	\$ -	\$ -	\$ 11,816	\$ 11,184	51%	\$ 16,000	\$ 6,401	\$ -	\$ -	\$ 6,401	\$ 9,599	40%	\$ 5,415	0%
Total Rec. Revolving Expenses	\$ 401,501	\$ 137,041	\$ -	\$ -	\$ 137,041	\$ 264,460	34%	\$ 528,200	\$ 63,399	\$ -	\$ -	\$ 63,399	\$ 464,801	12%	\$ 73,642	116%
Net Income/(Deficit)	\$ 64,500	\$ 238,431	\$ 12,785	\$ 1	\$ 251,217	\$ 186,717	389%	\$ 53,800	\$ 232,435	\$ 10,246	\$ 3	\$ 242,684	\$ 188,884	451%	\$ 8,533	4%

**Town of Exeter  
Ambulance Revolving Fund - Revenues & Expenses (unaudited)  
As of June 30, 2022 and 2021**

	2022 Budget vs Actual				2021 Budget vs Actual				Comparison of Actuals	
	2022 Budget	Actual 06/30/22	\$ Variance	% Variance	2021 Budget	Actual 06/30/21	\$ Variance	% Variance	\$ Variance	% Variance
<b>Total EMS Revolving Revenues</b>	\$ 540,000	\$ 269,516	\$ (270,484)	50%	\$ 566,000	\$ 268,483	\$ (297,517)	47%	\$ 1,033	0%
<b>Wages, Taxes &amp; Benefits</b>	\$ 213,131	\$ 91,712	\$ 121,419	43%	\$ 203,121	\$ 91,747	\$ 111,374	45%	\$ (35)	0%
<b>General Expenses</b>	\$ 162,727	\$ 34,724	\$ 128,002	21%	\$ 173,957	\$ 55,213	\$ 118,744	32%	\$ (20,489)	-37%
<b>Total EMS Revolving Expenses</b>	\$ 375,858	\$ 126,436	\$ 249,422	34%	\$ 377,078	\$ 146,960	\$ 230,118	39%	\$ (20,524)	-14%
<b>Net Income/(Deficit)</b>	\$ 164,142	\$ 143,080	\$ (21,062)		\$ 188,922	\$ 121,523	\$ (67,399)		\$ 21,557	18%

**Town of Exeter**  
**Analysis of Property Tax/Liens Receivable**  
**As of June 30, 2022 and 2021**

<u>Type</u>	<u>Bill Year</u>	<u>Balance Outstanding as of 06/30/22</u>	<u>Balance Outstanding as of 12/31/21</u>	<u>\$ Change</u>	<u>% Change</u>
Lien	2009	\$ 403	\$ 403	\$ -	0%
Lien	2010	590	839	(249)	(30)%
Lien	2011	1,497	5,599	(4,102)	(73)%
Lien	2012	2,916	4,408	(1,492)	(34)%
Lien	2013	5,892	9,494	(3,602)	(38)%
Lien	2014	13,108	16,093	(2,985)	(19)%
Lien	2015	12,978	20,787	(7,809)	(38)%
Lien	2016	19,462	29,649	(10,187)	(34)%
Lien	2017	26,078	37,697	(11,619)	(31)%
Lien	2018	38,032	55,078	(17,046)	(31)%
Lien	2019	85,601	166,955	(81,354)	(49)%
Lien	2020	198,068	260,114	(62,046)	(24)%
Lien	2021	366,835	1,525,731	(1,158,896)	(76)%
	<b>Subtotal</b>	<b>\$ 771,460</b>	<b>\$ 2,132,847</b>	<b>\$ (1,361,387)</b>	<b>(64)%</b>
<b>Tax</b>	<b>2022</b>	<b>\$ 3,724,426</b>	<b>\$ -</b>	<b>\$ 3,724,426</b>	<b>N/A</b>
	<b>Grand Total</b>	<b>\$ 4,495,886</b>	<b>\$ 2,132,847</b>	<b>\$ 2,363,039</b>	<b>111%</b>

2022 property taxes were 86% collected as of 6/30/2022, consistent with collections at 6/30/2021. Property tax liens receivable have decreased by 64% or \$1.36M from 12/31/21. As of 7/31/22, \$635K of the May 2022 property taxes billed remained outstanding.

**Town of Exeter**

**Accounts Receivable Aging Analysis - Water & Sewer**

**As of June 30, 2022 and 2021**

	<u>Current</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>Over 90 Days</u>	<u>Total</u>
As of 07/01/22	\$ 852,952	\$ 162,019	\$ 16,967	\$ 69,754	\$ 1,101,692
Percent Outstanding	77%	15%	2%	6%	100%
As of 12/31/21	\$ 838,723	\$ 339,000	\$ 34,650	\$ 106,916	\$ 1,319,379
Percent Outstanding	64%	26%	3%	8%	100%
Increase/(Decrease)	\$ 14,229	\$ (177,071)	\$ (17,683)	\$ (37,162)	\$ (217,687)
% Increase/(Decrease)	2%	-52%	-51%	-35%	-16%

*Accounts receivable in categories over 30 days continues to trend downward as a percentage of overall receivables outstanding. The Water & Sewer Collections Office continues to pursue delinquent accounts, using payment plans and shut-off notices to encourage payment when appropriate. As a result, Current outstanding accounts represent 77% of all receivables at mid-year, compared to 64% at the end of 2021.*

**Transfer of Water-Sewer Impact Fees**





# TOWN OF EXETER, NEW HAMPSHIRE

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

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

**TO:** RUSSELL DEAN, TOWN MANAGER  
**FROM:** COREY STEVENS, FINANCE DIRECTOR  
**SUBJECT:** USE OF WATER/ SEWER IMPACT FEES  
**DATE:** AUGUST 17, 2022

---

The Water and Sewer Impact Fee bank accounts have balances of \$90,423.28 and \$189,932.30 respectively as of 6/30/2022. The Town has not utilized water/ sewer impact fees to offset debt payments on water/ sewer capital projects since segregated accounts were established for each in 2019. I recommend that an amount representing the water and sewer impact fees collected in 2019 and 2020 be transferred in to their respective Funds at this time. The total to be transferred would be \$197,870.66, broken down as follows: Water Impact Fee account \$63,160.86; Sewer Impact Fee account \$134,709.80.

**Public Safety Facility Project Updates – Dave Sharples, Town Planner**



# TOWN OF EXETER

## *Planning and Building Department*

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

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

---

**Date:** August 17, 2022  
**To:** Russell Dean, Town Manager  
**From:** Dave Sharples, Town Planner  
**Re:** Public Safety Complex Update

I am writing this memorandum in response to your request for an update on the Public Safety Complex and to get some input from the Select Board. In concert with the Select Board, Facilities Advisory Committee, and town staff, we reviewed a host of options/combinations to site a new Police Station and/or new Fire Station (with or without a substation) from locating them on the existing site, Holland Way, 30-32 Court St, and 6 Continental Dr. We also explored if a fire substation is warranted as part of this project. Through these discussions with the Select Board, Facilities Advisory Committee and town staff, we have developed conceptual plans for a new Police Station and Fire Substation at the town-owned land at 6 Continental Drive.

Now that we have identified a path forward for the Police and Fire Substation at 6 Continental Dr, we are looking for feedback on how to proceed with the current facility at 20 Court St. One proposal is to renovate the existing building to house the main fire station with extensive renovations. Another is to make modest renovations. A final option is to raze the building and site improvements and construct a new main fire station. Bob Robicsek from Lavallee Brensinger Architects (LBA) has informed me that the town can reasonably expect to get 40+ years of use from new construction and 15-20 years from a renovation.

LBA has developed cost estimates for all of these options that are enclosed for your review. Please note that I am writing this memorandum in anticipation of receiving them on August 18<sup>th</sup>. However, I will be out of the office and return on August 22<sup>nd</sup> and will review the estimates and additional information prior to the meeting.

I would like to appear before the Select Board at their August 22, 2022 meeting to discuss the options and present the cost estimates. The Police Chief, Deputy Police Chief, Assistant Fire Chief, Bob Robicsek from LBA, and myself will be in attendance to present the information and answer any questions the Board may have.

Thank You.

enc (1)

## City of Exeter, NH

Public Safety Complex

Police & Fire Departments

Continental & Court Street

Conceptual design

### Date:

Augusta 18, 2022

### Prepared for:

City of Exeter, NH

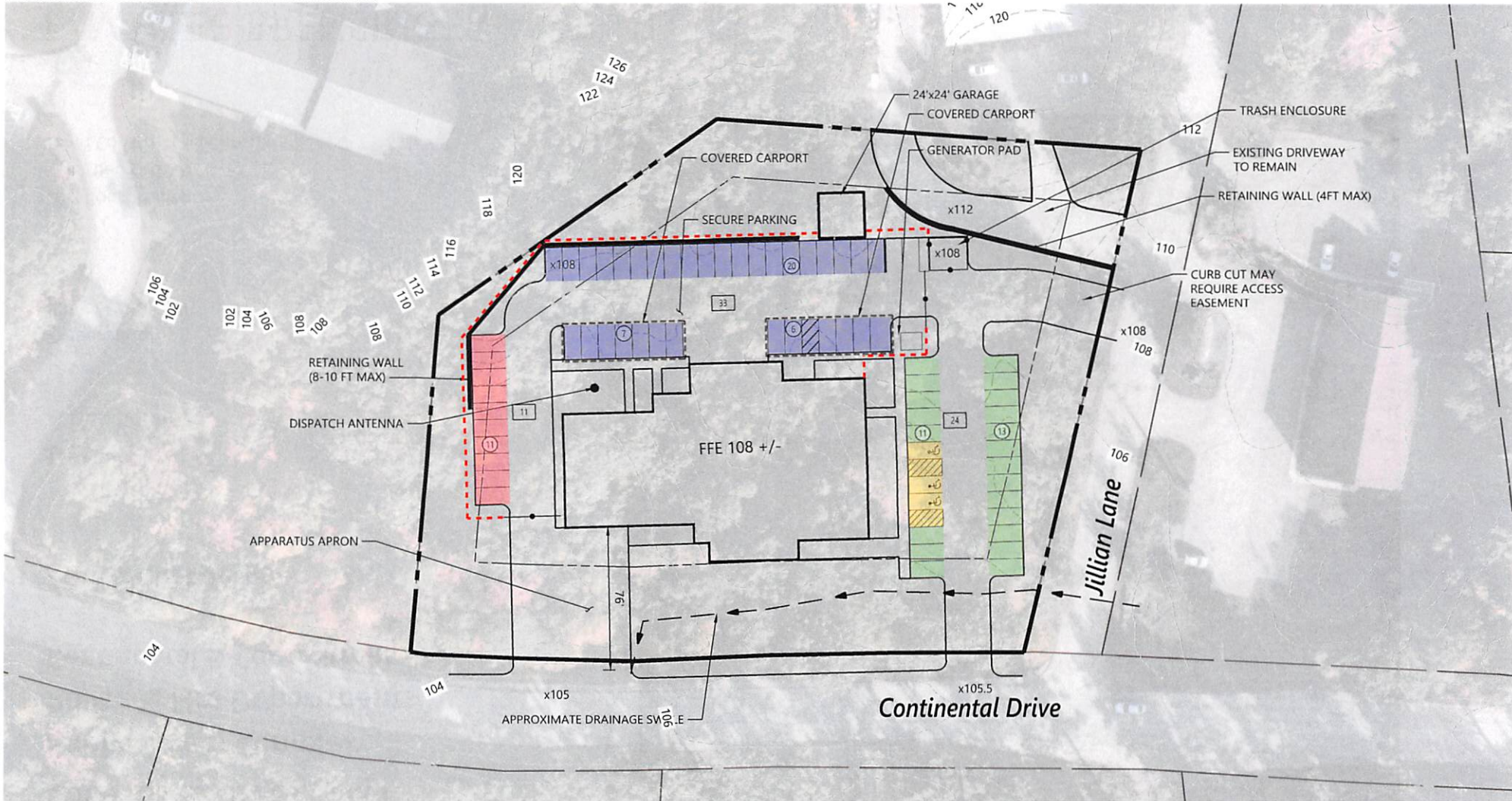
### LBA Consultants:

VHB; Bedford NH

Jobin Construction Consultants, LLC



LAVALLEE | BRENSINGER ARCHITECTS



# Police Department & Fire Substation

## Conceptual Layout

### 6 Continental Drive, Exeter, NH

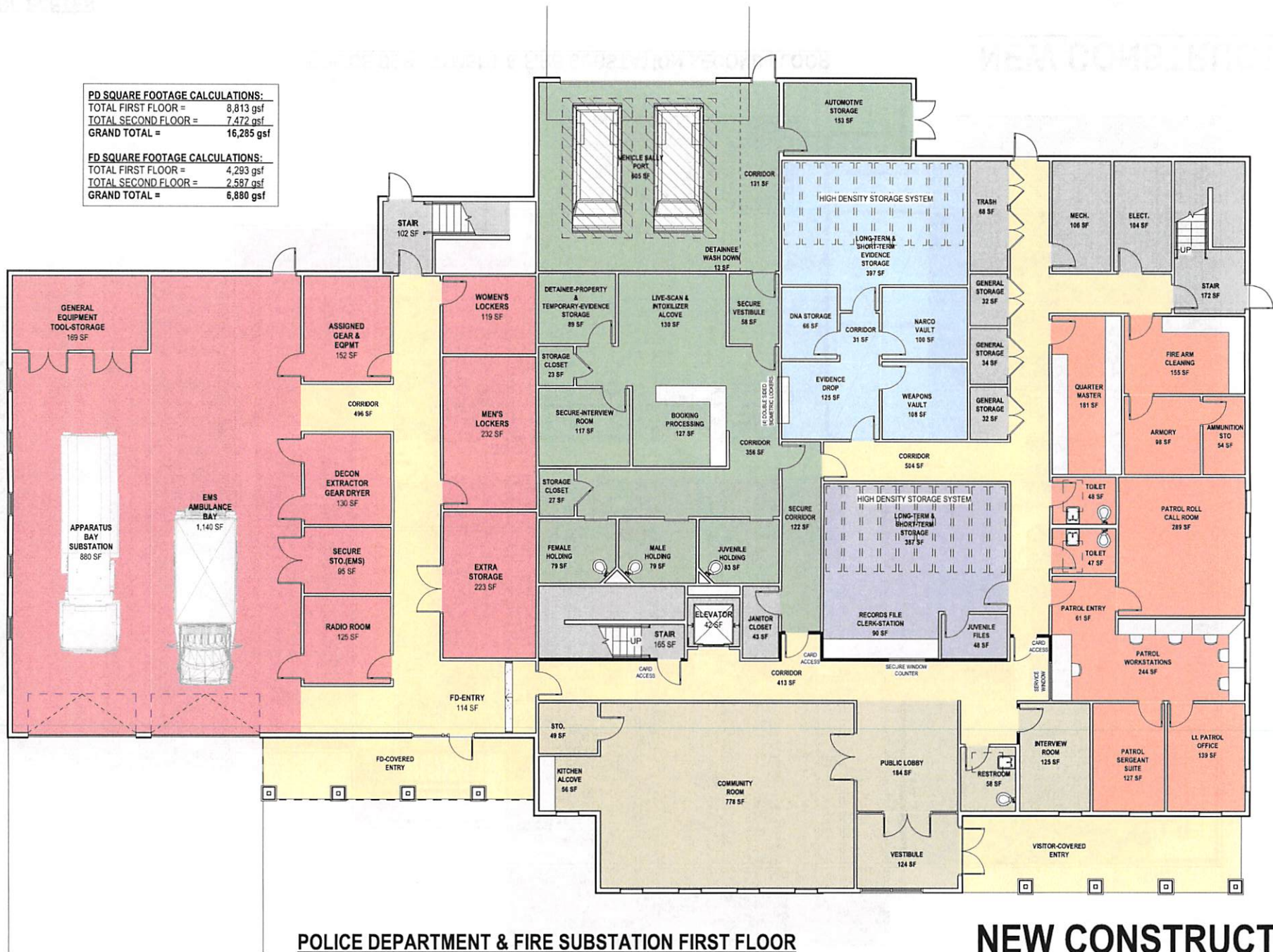
Source: **VHB**  
 Prepared for: **Review**  
 Date: **August 18, 2022**

**PARKING TOTAL - 68 SPACES**

- FIRE DEPARTMENT STAFF PROVIDED - 11 SPACES
- POLICE DEPARTMENT STAFF PROVIDED - 33 SPACES
- PUBLIC PROVIDED - 24 SPACES
- ACCESSIBLE PROVIDED - 3 SPACES



<b>PD SQUARE FOOTAGE CALCULATIONS:</b>	
TOTAL FIRST FLOOR =	8,813 gsf
TOTAL SECOND FLOOR =	7,472 gsf
GRAND TOTAL =	16,285 gsf
<b>FD SQUARE FOOTAGE CALCULATIONS:</b>	
TOTAL FIRST FLOOR =	4,293 gsf
TOTAL SECOND FLOOR =	2,587 gsf
GRAND TOTAL =	6,880 gsf



**POLICE DEPARTMENT & FIRE SUBSTATION FIRST FLOOR**

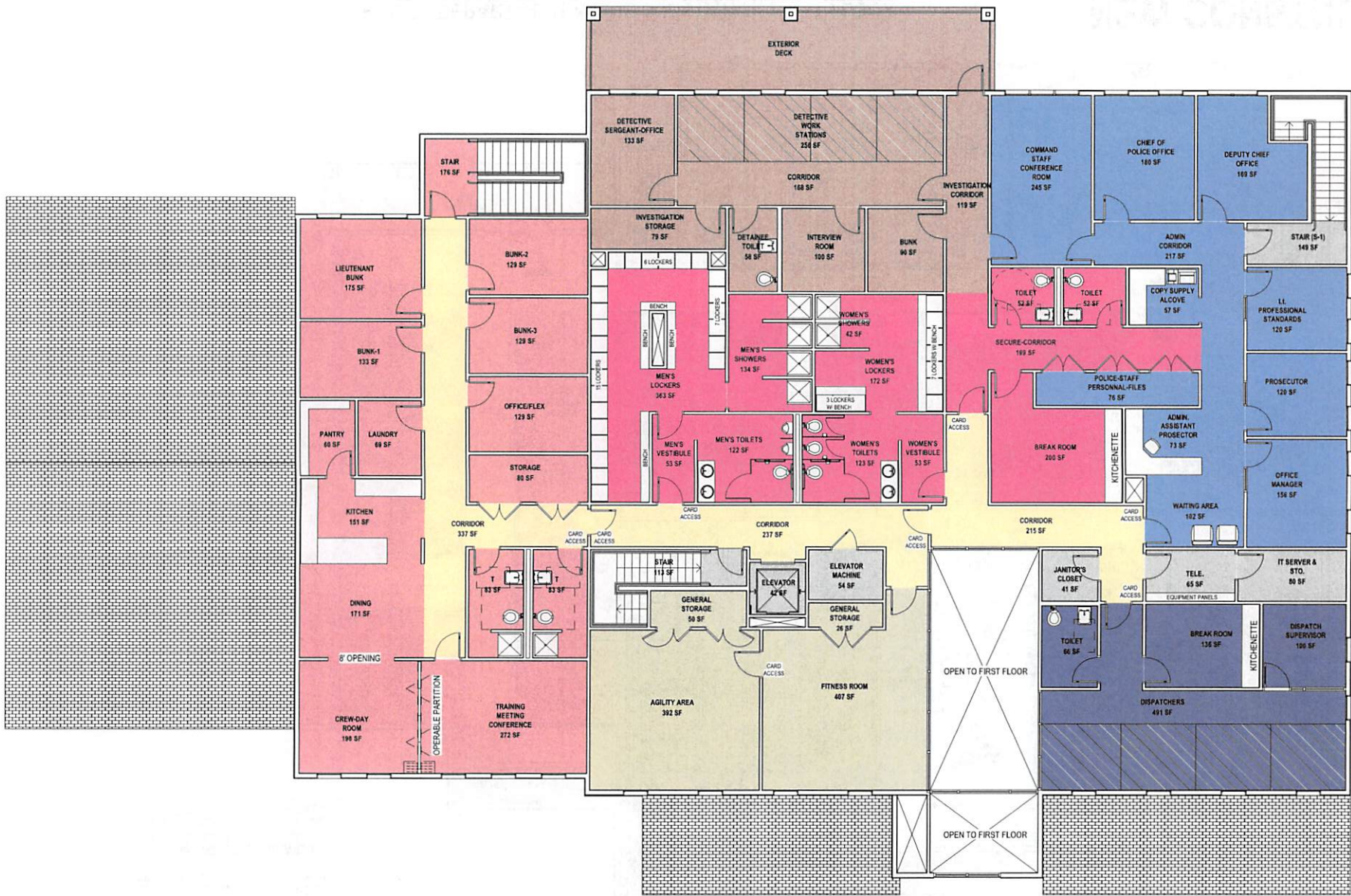
**NEW CONSTRUCTION**

TOWN OF EXETER

POLICE DEPARTMENT & FIRE SUBSTATION - CONTINENTAL DRIVE

SCALE: 1/8" = 1'-0"  08/16/22

FIRST FLOOR PLAN **LAVALLEE|BRENSINGER ARCHITECTS**



**POLICE DEPARTMENT & FIRE SUBSTATION SECOND FLOOR**

**NEW CONSTRUCTION**

TOWN OF EXETER

POLICE DEPARTMENT & FIRE SUBSTATION - CONTINENTAL DRIVE

SCALE: 1/8" = 1'-0"

08/16/2022

SECOND FLOOR PLAN

LAVALLEE BRENSINGER ARCHITECTS



1 FRONT MASSING MODEL - 1  
PRES-0.1B



2 FRONT MASSING MODEL - 2  
PRES-0.1B

**POLICE DEPARTMENT & FIRE SUBSTATION - OPTION 1B**

**NEW CONSTRUCTION**

**TOWN OF EXETER**

POLICE DEPARTMENT & FIRE SUBSTATION - CONTINENTAL DRIVE

SCALE:

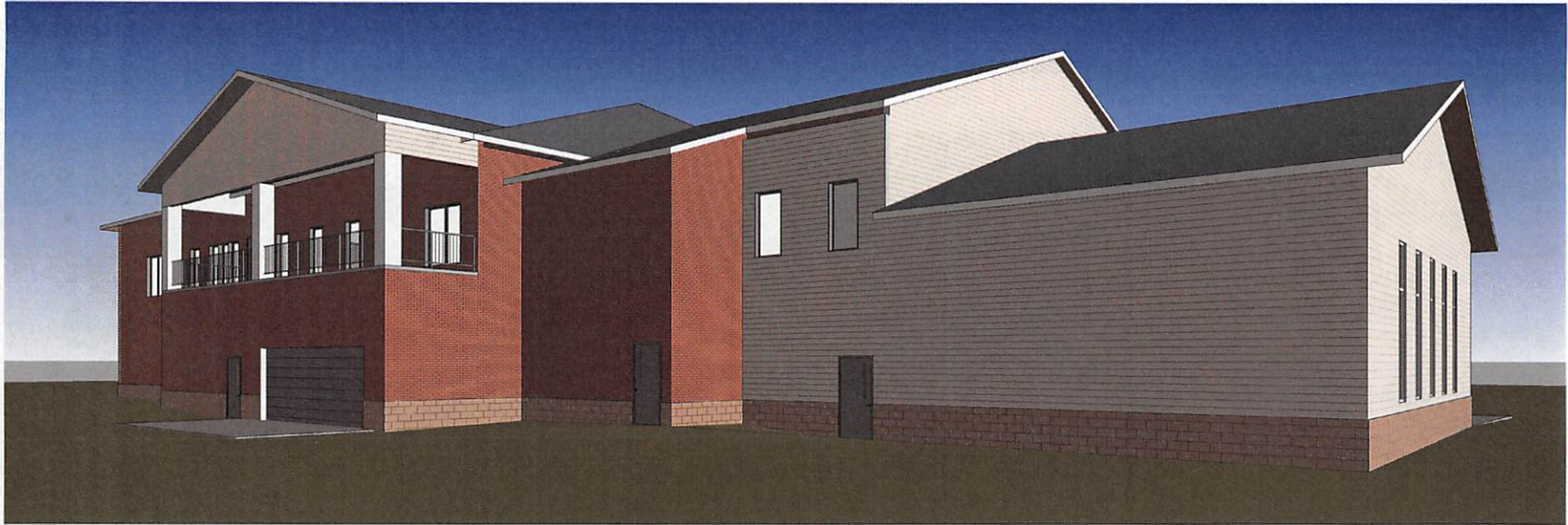


08/16/22

EXTERIOR MASSING

LAVALLEE BRENSINGER ARCHITECTS





**1** REAR MASSING MODEL - 1  
PRES-0.1D



**2** REAR MASSING MODEL - 2  
PRES-0.1D

# NEW CONSTRUCTION

**TOWN OF EXETER**

POLICE DEPARTMENT & FIRE SUBSTATION - CONTINENTAL DRIVE

SCALE:



08/16/22

EXTERIOR MASSING

LAVALLEE BRENSINGER ARCHITECTS

**TOWN OF EXETER, NH - PUBLIC SAFETY BUILDING STUDY**  
**CONCEPTUAL BUDGET**

August 17, 2022

<b>6 CONTINENTAL DRIVE - NEW POLICE &amp; FIRE SUBSTATION - 2 STORIES</b>		<b>LOW</b>		<b>HIGH</b>		
Site Development		\$	1,200,000	\$	1,300,000	
Police Station - 16,285 s.f.	\$ 325-350 psf	\$	5,292,625	\$	5,699,750	
Fire Station - 6,880 s.f.	\$ 325-350 psf	\$	2,236,000	\$	2,408,000	
Design and Construction Contingency - 10%		\$	872,863	\$	940,775	
Contractor General Conditions		\$	660,000	\$	660,000	
Construction Management Fee - 5%		\$	513,074	\$	550,426	
<b>Subtotal Construction Costs:</b>		\$	<b>10,774,562</b>	\$ 465/sf	\$	<b>11,558,951</b>
<b>Project Soft Costs - 20% of Construction Costs</b>		\$	<b>2,154,912</b>	\$	<b>2,311,790</b>	
Architectural/engineering fees						
Geotechnical engineering						
Planning and permitting fees						
Builders' risk insurance						
Owner representative/clerk of the works						
Utility connection fees						
Backup generator						
Exterior signage						
Furniture, fixtures, equipment						
Gear storage, extractors, laundry equipment						
Security and IT equipment						
<b>6 Continental Drive - Conceptual Level Project Costs in 2022:</b>		\$	<b>12,929,474</b>	\$ 558/sf	\$	<b>13,870,742</b>
<b>Project Cost Associated with the Police Station</b>		\$	<b>9,050,632</b>	\$	<b>9,709,519</b>	
<b>Project Cost Associated with the Fire Substation</b>		\$	<b>3,878,842</b>	\$	<b>4,161,222</b>	
<b>6 Continental Drive - Anticipated Conceptual Level Project Costs in Q1 2024:</b>		\$	<b>14,868,895</b>	\$ 642/sf	\$	<b>15,951,353</b>

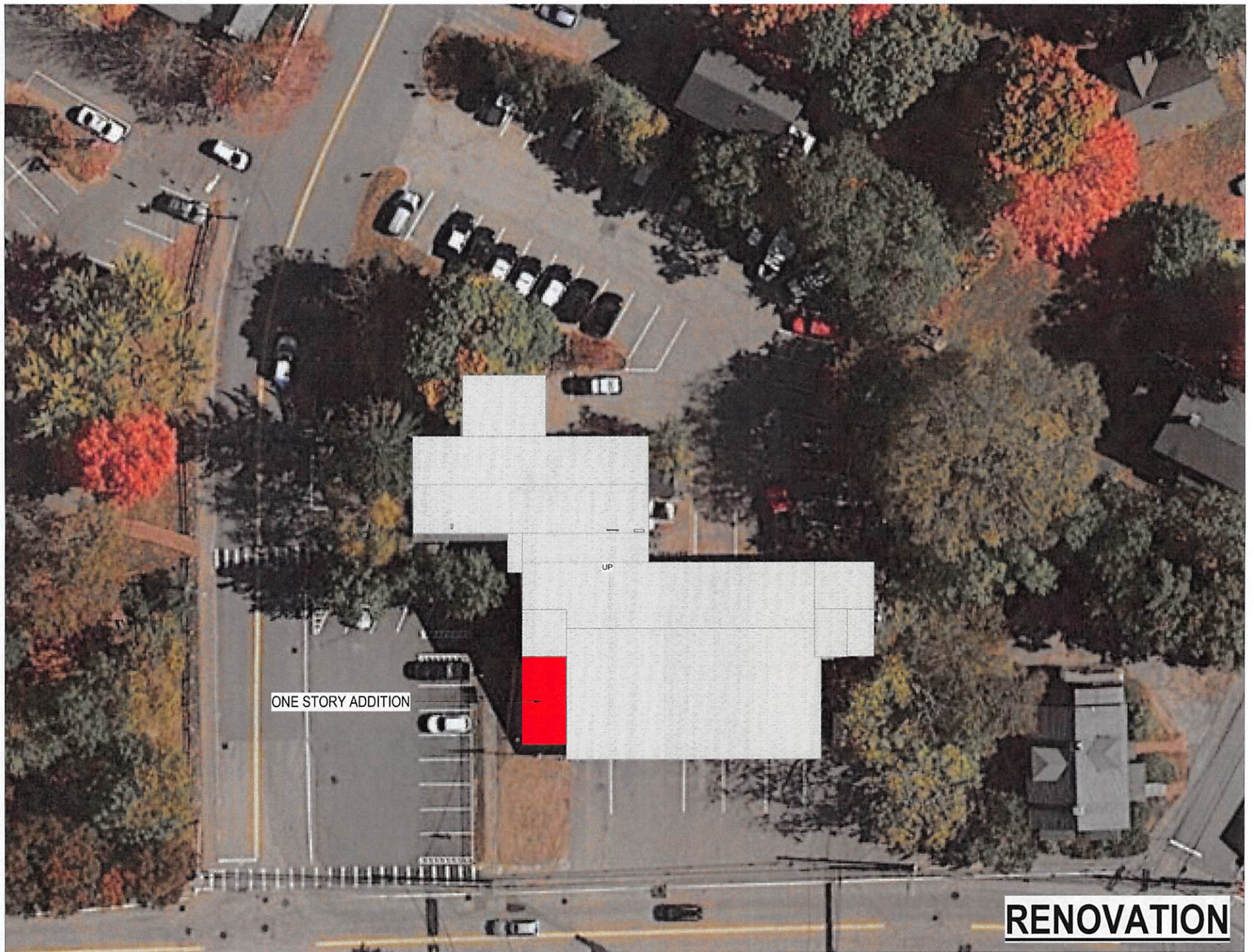
This budget assumes mid-level construction materials including; masonry veneer, metal stud framing, with a structural steel superstructure and standard foundation systems, pending further geotechnical investigation.

**ALTERNATES:**

Added cost for covered parking structure of 13 spaces \$ 375,000  
 Implementation of a Net Zero approach will add approximately 3-4% to this budget

**Costs not included:**

Land acquisition costs are not included in this budget  
 Any temporary accommodations, relocations, and facility rental costs during construction are not included in this budget  
 New or relocated communications equipment; including radio antenna, dispatch consoles, and radio systems



ONE STORY ADDITION

UP

**RENOVATION**

TOWN OF EXETER

EXETER PSB STUDY - 20 COURT STREET

SCALE: 1" = 20'-0"

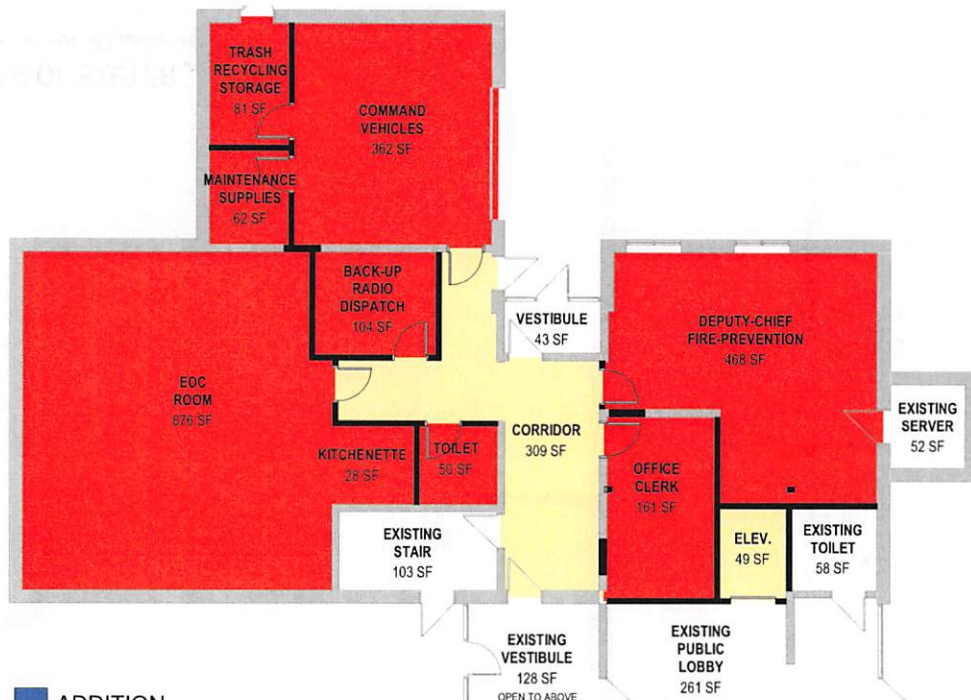


06/27/2022

SITE PLAN

LAVALLEE BRENSINGER ARCHITECTS

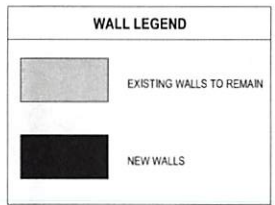
RENOVATION



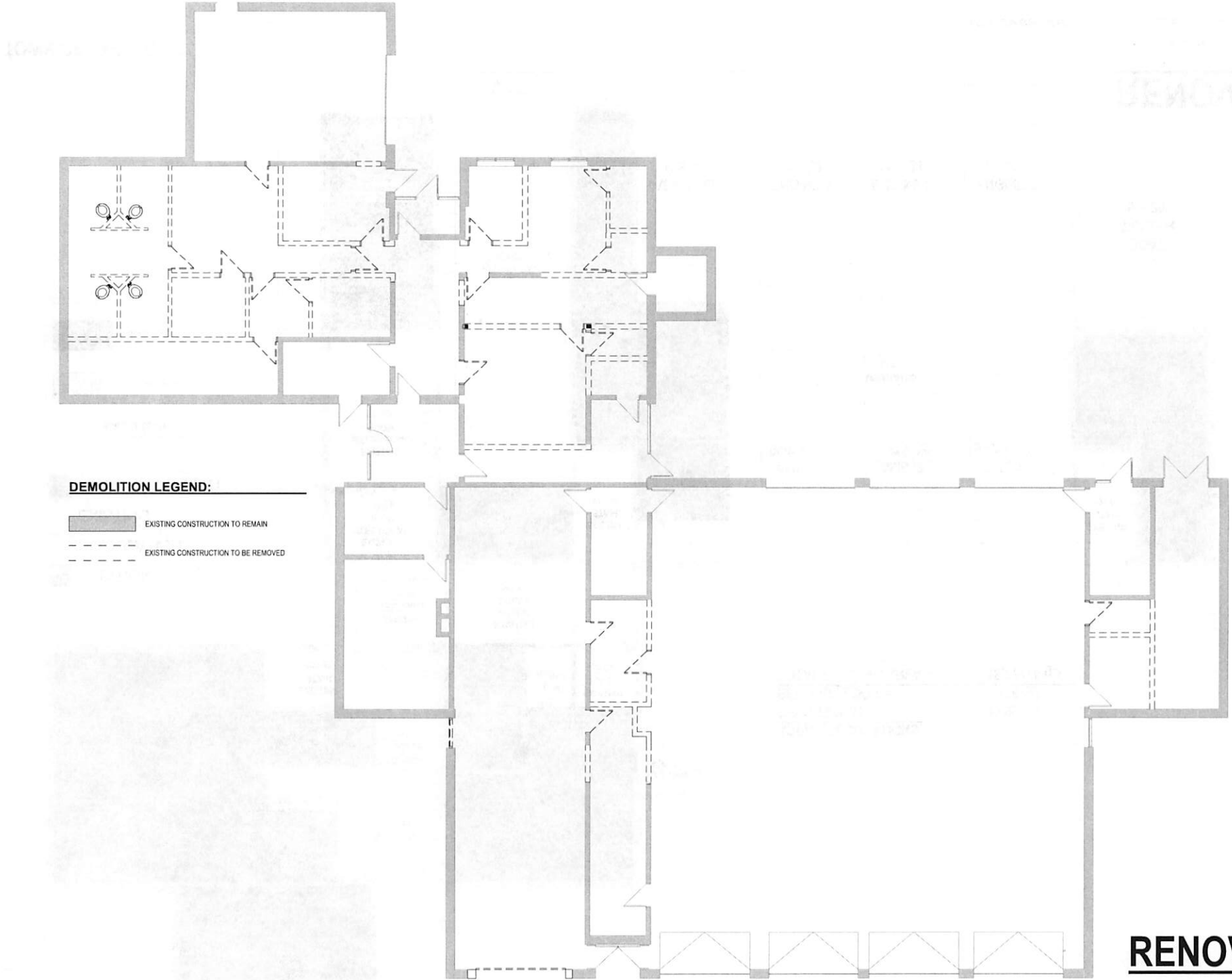
**AREA CALCULATIONS:**

FIRST FLOOR =	10,901 gsf
SECOND FLOOR =	7,876 gsf
TOTAL BUILDING AREA =	18,777+/- gsf

- ADDITION
- CIRCULATION
- EXISTING
- FIRE DEPARTMENT



OPTIONAL STORAGE 384 SF  
 1893 HISTORIC STEAM ENGINE DISPLAY & FD MEMORABILIA



**DEMOLITION LEGEND:**

- EXISTING CONSTRUCTION TO REMAIN
- EXISTING CONSTRUCTION TO BE REMOVED

BELOW



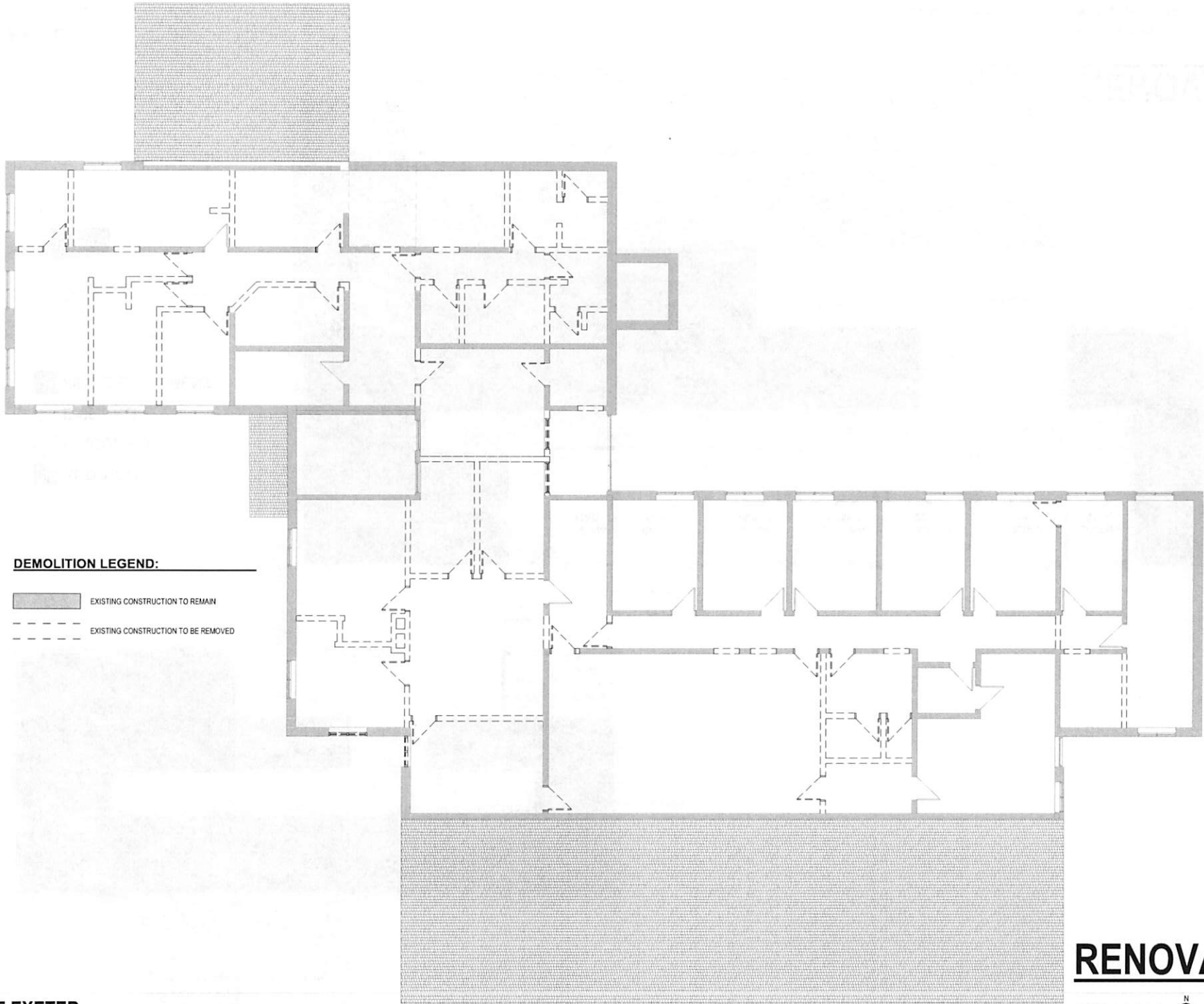
- ADDITION
- CIRCULATION
- EXISTING
- FIRE DEPARTMENT

WALL LEGEND	
	EXISTING WALLS TO REMAIN
	NEW WALLS

# RENOVATION

2024  
10/18/22

RENOVATION



**DEMOLITION LEGEND:**

-  EXISTING CONSTRUCTION TO REMAIN
-  EXISTING CONSTRUCTION TO BE REMOVED



**TOWN OF EXETER**

EXETER PSB STUDY - 20 COURT STREET

**RENOVATION**

SCALE:



08/18/22

EXTERIOR PERSPECTIVE

LAVALLEE BRENSINGER ARCHITECTS



**TOWN OF EXETER, NH - PUBLIC SAFETY BUILDING STUDY**  
**CONCEPTUAL BUDGET**

August 17, 2022

<b>20 COURT STREET - FIRE DEPARTMENT ONLY RENOVATION/ADDITION OPTION</b>		
<b>ASSUMES FIRE SUBSTATION WILL BE BUILT</b>		
Site Development - allowance	\$	125,000
App Bay - Minor cosmetic and mechanical upgrade 5,635 s.f.	\$ 80/psf	\$ 450,800
Extensive Renovation to 6,379 s.f. of Existing	\$ 225/psf	\$ 1,435,275
Cosmetic Renovation to 6,379 s.f. of Existing	\$ 90/psf	\$ 574,110
Design and Construction Contingency - 10%		\$ 258,519
Contractor General Conditions		\$ 600,000
Construction Management Fee - 5%		\$ 172,185
<b>Subtotal Construction Costs:</b>	<b>\$</b>	<b>3,615,889 \$ 193/sf</b>
<b>Project Soft Costs - 10% of Construction Costs</b>	<b>\$</b>	<b>361,589</b>
Architectural/engineering fees		
Geotechnical engineering - Assumes none are required		
Planning and permitting fees		
Builders' risk insurance		
Owner representative/clerk of the works		
Backup generator - Assumes re-using existing		
Exterior signage - Assumes re-using existing		
Furniture, fixtures, equipment - Assumes re-using existing		
Gear storage, extractors - Assumes re-using existing		
Laundry Equipment - Assumes re-using existing		
Security and IT equipment - Assumes re-using existing		
<b>20 Court Street - Conceptual Level Project Costs:</b>	<b>\$</b>	<b>3,977,478 \$ 212/sf</b>

**ALTERNATES:**

Cost increase for all new MEP/FP for the entire facility	\$	1,314,390
Some equipment upgrades are included in the base project cost		
Addition for steam engine display	\$	180,000
Replacement of all windows and exterior doors	\$	260,000
Add 2 stop elevator with shaft	\$	380,000
Upgrade existing exterior wall envelope in non-apparatus areas	\$	370,000

This conceptual level budget is based on 2022 construction costs. Add 9-12% escalation per year beyond 2022

This concept includes minor cosmetic upgrades to the apparatus bay area and widening of 1 overhead door

This concept includes 6,379 s.f. of minor cosmetic upgrades and 6,379 s.f. of more extensive renovations

This option is based on a 3-phase implementation once the PD is relocated to a new location. This approach will pose challenges to the day to day operations of the FD and will result in a longer construction duration.

**Costs not included:**

Land acquisition costs are not included in this budget

Any temporary accommodations, relocations, and facility rental costs during construction are not included in this budget

New or relocated communications equipment; including radio antenna, dispatch consoles, and radio systems



**TOWN OF EXETER**

EXETER FIRE DEPARTMENT - 20 COURT STREET

SITE PLAN - NEW CONSTRUCTION

SCALE: 1/16" = 1'-0"

LAVALLEE BRENSINGER ARCHITECTS



08/18/2022

# TOWN OF EXETER

EXETER FIRE DEPARTMENT - 20 COURT STREET

MAIN LEVEL FLOOR PLAN

**GROSS SQUARE FOOTAGE CALCULATIONS:**

C-1 COMMON / SUPPORT SPACES =	1,817 gsf.
F-1 FIRE ADMINISTRATION =	2,591 gsf.
F-2 FIRE STATION =	9,939 gsf.
F-3 FIRE DEPARTMENT SUPPORT =	1,838 gsf.
S-1 FACILITY SUPPORT =	926 gsf.
<b>TOTAL =</b>	<b>17,101 gsf.</b>



**NEW CONSTRUCTION**

SCALE: 1/8" = 1'-0"



08/18/2022

LAVALLEE BRENSINGER ARCHITECTS



1 EXTERIOR PERSPECTIVE FROM THE CORNER OF BOW & COURT STREET  
A&S



2 EXTERIOR PERSPECTIVE FROM EXISTING PARKING LOT  
A&S

**NEW CONSTRUCTION**



3 EXTERIOR PERSPECTIVE FROM BOW STREET  
A&S

**TOWN OF EXETER**  
EXETER FIRE DEPARTMENT - 20 COURT STREET

EXTERIOR PERSPECTIVES

SCALE:

LAVALLÉE BRENSINGER ARCHITECTS



08/18/2022

**TOWN OF EXETER, NH - PUBLIC SAFETY BUILDING STUDY**  
**CONCEPTUAL BUDGET**

August 17, 2022

<b>20 COURT STREET - NEW FIRE STATION - 1 STORY BUILDING</b>		<b>LOW</b>	<b>HIGH</b>
Site Development		\$ 925,000	\$ 975,000
Demolition of Existing Building		\$ 275,000	\$ 325,000
New 17,101 s.f. Fire Station	\$ 350-370 psf	\$ 5,985,350	\$ 6,327,370
Design and Construction Contingency - 10%		\$ 718,535	\$ 762,737
Contractor General Conditions		\$ 740,000	\$ 740,000
Construction Management Fee - 5%		\$ 432,194	\$ 456,505
<b>Subtotal Construction Costs:</b>		<b>\$ 9,076,079</b>	<b>\$ 9,586,612</b>
<b>Project Soft Costs - 20% of Construction Costs</b>		<b>\$ 1,815,216</b>	<b>\$ 1,917,322</b>
Architectural/engineering fees			
Geotechnical engineering			
Planning and permitting fees			
Builders' risk insurance			
Owner representative/clerk of the works			
Utility connection fees			
Backup generator			
Exterior signage			
Furniture, fixtures, equipment			
Gear storage, extractors, laundry equipment			
Security and IT equipment			
<b>20 Court Street - Conceptual Level Project Costs:</b>		<b>\$ 10,891,295</b>	<b>\$ 11,503,935</b>
<b>20 Court Street - Anticipated Conceptual Level Project Costs in Q1 2024:</b>		<b>\$ 12,524,989</b>	<b>\$ 13,229,525</b>

The budget assumes mid-level construction materials including; masonry veneer, metal stud framing, with a structural steel superstructure and standard foundation systems, pending further geotechnical investigation.

**ALTERNATES:**

Increase apparatus bay from 50' to 55' and EMS from 38' to 40'	\$ 354,288
Provide steam engine display area	\$ 457,500
Increase corridors from 5' to 6'	\$ 197,640

Implementation of a Net Zero approach will add approximately 3-4% to this budget

**Costs not included:**

Land acquisition costs are not included in this budget  
 Any temporary accommodations, relocations, and facility rental costs during construction are not included in this budget  
 New or relocated communications equipment; including radio antenna, dispatch consoles, and radio systems

**Tax Exemptions, Abatements & Veterans Credits**

## List for Select Board meeting August 22, 2022

### Abatements

Map/Lot/Unit	Location	Amount	Tax Year
104-79-139	139 Robinhood Dr	786.90	2019
104-79-139	139 Robinhood Dr	830.29	2020
104-79-139	139 Robinhood Dr	819.31	2021
104-79-139	139 Robinhood Dr	423.53	2018
64/105/15	15 Hayes MH	260.00	2022

### Solar Exemption

Map/Lot/Unit	Location	Amount	Tax Year
83/25	29 Crawford Ave	7,500.00	2023

**Permits & Approvals**



**Correspondence**



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan  
Commissioner

August 10, 2022

William Cass, P.E.  
Assistant Commissioner

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

**Re: Exeter Special One Time Highway Payment – in Accordance with Senate Bill 401  
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Mr. Papakonstantis:

The following is notification of a one time highway payment being made available to your town in State Fiscal Year 2023 based on the passage of Senate Bill 401 effective in July 2022. SB 401 directs the department to divide and distribute a \$30 million one time payment between all New Hampshire municipalities based on the distribution methods of Block Grant Aid Apportionment A. This one time payment is separate from your regular quarterly payments.

This one time payment is anticipated to be available to the Town of Exeter during the month of August 2022 as follows:

August 2022 Actual Payment: \$257,238.27

In generalized terms and in accordance with statutory provisions for distribution of Block Grant Aid “Apportionment A” funds, this one time highway payment is based on the municipalities’ mileage of Class IV and Class V highways, as well as the municipalities’ population.

Please contact us at 271-3344 if you have any questions.

Sincerely,

*C. R. Willeke*

C. R. Willeke, PE  
Municipal Highways Engineer  
Bureau of Planning and Community Assistance

CRW/dmp

*Town Manager's Office*

AUG 15 2022

*Received*



# TOWN OF EXETER

## *Planning and Building Department*

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

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

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**Date:** August 9, 2022  
**To:** Russ Dean  
**From:** Kristen Murphy, Conservation & Sustainability Planner  
**Re:** Raynes Barn Repair and Improvements Project

The following is an overview on the Raynes Barn Repairs.

We published a Request for Proposals (RFP) on March 27<sup>th</sup> and received no submissions by the May 2<sup>nd</sup> due date. This original RFP included a requirement for experience with Land Community Heritage Investment Program (LCHIP) grant funded projects and listed the total amount of funds available for the project.

The review committee felt the lack of response may be due to the dramatic increase in material costs since the July 2021 estimates and some had heard several contractors working on LCHIP projects state they were extremely busy with other projects. I eliminated the requirement for prior experience with LCHIP grants, removed the anticipated project costs and extended the RFP until June 13<sup>th</sup>. We received one proposal that for several reasons, the committee expressed concerns.

Following RFP closure, I was contacted by two companies. One willing to provide a bid just for structural repairs but required a \$500 site visit fee and was booking 3 years out. The other presented a Cost Plus contract format. Dave suggested I contact Primex to review the contract with them and Primex expressed cautions with this style of contract.

I have been in touch with LCHIP several times to update them on the status and they offered some additional places to seek contractor contacts that I will use in the future. They acknowledged we were doing due diligence and were OK with our timeline extension.

At this stage, I am reformatting the RFP to focus on the structural repairs because they need to be completed before any other work can begin, and plan to include the remaining tasks as add alternatives. I hope to post this RPF in the next week.

I would be happy to present additional details at an upcoming meeting if you like.



## 2023-2024 Proposed Legislative Policy Positions

### General Administration and Governance

#### Local Authority and Efficiency

NHMA supports maintaining local government authority without infringement by the state, and supports measures that enable municipalities to exercise existing authority more efficiently and with greater discretion. NHMA also supports state-local partnership and coordination in addressing common issues.

#### NHMA supports:

- Legislation granting towns the same authority to adopt ordinances that cities have under RSA 47:17;
- Legislation clarifying that towns that have adopted RSA 49-D have the same powers and authority of municipalities that have adopted RSA 49-C.
- The authority of municipalities to regulate or limit the use of firearms on municipal property, and to regulate the carrying of firearms by municipal employees while on duty;
- Legislation allowing a town, by vote of its legislative body, to authorize appointment of the town clerk or town clerk/tax collector by the governing body, or by the chief executive officer based on a town charter;
- Legislation allowing municipalities to satisfy notice publication requirements through the use of electronic notification rather than newspaper publication, in addition to posting notice in public places.
- Legislation that is supportive of state collaboration with municipalities in addressing homelessness.
- Help ensure the availability of an adequate public sector workforce.

NHMA opposes legislation that detracts from existing local authority.

#### Right-to-Know Law

NHMA supports the purposes of the Right-to-Know Law: to ensure the greatest possible public access to the actions, discussions, and records of all public bodies, and to ensure government's accountability to the people. NHMA also supports measures to make the law clearer and make compliance with public access requirements easier and less burdensome for public officials and employees and less costly for taxpayers.

#### NHMA supports:

- Reasonable requirements to make governmental records available electronically if no additional cost is involved;



- The ability to recover reasonable labor costs and other costs for responding to voluminous or excessive record requests;
- Exemptions from disclosure that are easy to administer and that provide appropriate protection for confidential and other sensitive information;
- An expedited and inexpensive process for resolving right-to-know complaints;
- Legislation and funding that provide support for education about the Right-to-Know Law.
- Authority of municipalities to set the meeting locations, conditions, and modalities (including in-person, remote, or combined in-person/remote) for meetings of councils, boards, committees, and commissions.

### **Elections**

NHMA believes that state and local elections should be fair and open, that voting should be simple and convenient without risking election integrity or security, and that election processes should be efficient without imposing undue burdens on local officials.

#### **NHMA supports:**

- Establishment of an independent redistricting commission to draw election districts fairly and without regard to partisan advantage;
- Local autonomy over town and city elections;
- More frequent state review and approval of electronic ballot-counting devices;
- Registration and voting processes that are not unnecessarily complex or burdensome, either to voters or to election officials;
- The use of secure technology such as electronic poll books to make election processes more efficient;
- Greater flexibility in the processing of absentee ballots;
- State assistance for the cost of accommodations for disabled voters in local elections.

### **Labor and Employment**

NHMA recognizes the importance of municipal employees, the need for good working conditions, and the right of employees to organize if they choose. NHMA also believes municipal employers should be free to set reasonable terms and conditions of employment or negotiate the same with their employees or employee representatives, without undue state interference.

**NHMA supports** existing laws governing public employee labor relations, and **opposes** changes that impose greater burdens or liabilities on employers.

#### **NHMA opposes:**

- Legislation creating a mandatory “evergreen clause” for public employee collective bargaining agreements;



- Mandatory binding arbitration as a mechanism to resolve impasses in municipal employee collective bargaining;
- A right to strike for public employees;
- New mandated employee benefits, including any proposal to enhance retirement system benefits that may increase employer costs in future years;
- Unnecessary limits on municipalities' discretion in making hiring decisions;
- Restrictions on municipalities' ability to privatize or use contracted services.

### **Substance Use, Prevention & Response**

#### **NHMA supports:**

- State funding to address substance use disorder for the following efforts:
  - Prevention
  - Treatment
  - Recovery
  - Enforcement;
- Legislation that supports prevention, treatment, recovery, and enforcement efforts.

#### **NHMA opposes:**

- Reductions in state funding for substance use disorder or recovery support programs;
- Legislation that makes it more difficult to address the substance use disorder problem in our communities.
- Legislation that authorizes the sale of cannabis unless the following requirements or conditions are included:
  - The processing, manufacture, refinement or sale of cannabis products in any municipality shall only be permitted after the legislative body of that municipality has adopted the provisions of enabling state legislation permitting such activities--“opt-in, not “opt out.”
  - Legislation that legalizes the sale of cannabis must include provisions for adequate and sustained funding to municipalities to address the costs associated with legalization because municipalities will be the governmental entities that will have to directly deal with the impacts of legalization, including local funding for items such as the following:
    - i. Substance abuse and the costs to provide care to those needing assistance.



- ii. Local police will be the first line of enforcement for underage use, impaired driving and the resultant social problems that are related to use of what is presently a controlled substance.
- iii. Fire departments and EMS agencies are likely to see an increase in calls for overdoses of those abusing cannabis.
- iv. The need for a significant enhancement in the DRE (Drug Recognition Expert) Program to ensure local departments can adequately enforce motor vehicle laws related to persons who choose to drive while impaired will be necessary.
  - o Any legislation allowing for retail establishments for the sale of cannabis or cannabis products shall include a requirement for a host community agreement with the municipality in which a marijuana establishment is located, which may include provisions such as a community impact fee; a limit on the percentage of sales of total gross receipts that are related to cannabis sales; security measures for premises; agreements to fund police details when necessary; for crowd or traffic control; and termination of business provisions.

## **Finance and Revenue**

### **Property Taxes and Related Revenues**

NHMA supports legislation that allows municipalities to manage property tax levies in a manner that stabilizes tax rates and ensures equity, fairness, and efficiency in the assessment and collection of property taxes.

#### **NHMA supports:**

- The continuing right of municipalities to use any recognized method of appraisal upheld by the New Hampshire judicial system;
- Legislation to ensure that:
  - o property taxes are assessed to the proper owner by requiring that all owner name changes be separately filed at the registry of deeds when such an owner change is not created by a transfer of the property, and
  - o all liens, whether of a private or institutional nature, be filed at the registry of deeds, and that all changes to the name of a recorded lienholder be similarly filed;
- A legislative commission to study assessment and collection of property taxes and/or municipal utility fees on manufactured housing on land of another and on transient-type properties;
- Legislation ensuring fairness and accuracy in property tax exemptions including ensuring that all household income and assets are taken into account;



- Legislation that prohibits the use of the income approach by a taxpayer in any appeal of assessed value if the taxpayer refuses to provide such information as requested by the municipality;
- A legislative commission to study reimbursement through payments in lieu of taxes (PILOTs) for municipal services provided to exempt charitable properties, including charitable non-profit housing projects;
- Legislation amending RSA 80:56 to enable municipalities to charge a fee for any financial remittance issued to the municipality that is returned as uncollectible;
- Legislation to lower the abatement interest rate that municipalities pay under RSA 76:17-a from six percent to four percent to align it better with the interest rates on delinquent taxes that were lowered by the legislature in 2019.

**NHMA opposes:**

- Legislation that directly or indirectly increases property taxes, including but not limited to new or expanded mandatory exemptions or credits, or changes in the process for valuing, assessing, or taxing specific classes of properties;
- Legislation that undermines the basic goals of the current use program or reduces the 10-acre minimum size requirement for qualification for current use beyond those exceptions now allowed by the rules of the Current Use Board;
- Legislation that expands the definition of “charitable” in RSA 72:23-1 unless the state reimburses municipalities for the commensurate loss of property tax base;
- An assessment methodology for big box stores that employs comparisons to “dark store” properties abandoned or encumbered with deed restrictions on subsequent use.

**State Aid and Non-Property Tax Revenues**

NHMA supports funding of state aid to municipalities, supports legislation authorizing local control over non-property tax revenue streams, and opposes legislation that reduces, suspends, or eliminates existing local taxes, fees, or state aid.

**NHMA supports:**

- Full restoration of revenue sharing under RSA 31-A;
- A state transportation policy that provides adequate and sustainable funding for state and municipal infrastructure and transportation systems and maintains at least the 12 percent share of state highway funds distributed to municipalities;
- Legislation authorizing the establishment of local option fees and providing for periodic adjustments to statutory fees to compensate for factors including, but not limited to, the effects of inflation, such as an increase in the maximum optional fee for transportation improvements;





- Legislation to ensure the collection of unpaid bills for ambulance and other emergency services;
- Reimbursement from the state for the cost of municipal services provided to state-owned properties;
- Legislation amending motor vehicle registration enforcement laws to ensure collection of all state and local registration fees owed by New Hampshire residents;
- Legislation amending RSA 36-A:5 II to allow trustees of trust funds to invest conservation funds instead of only the town treasurer, if voted by the legislative body;

**NHMA opposes:**

- Legislation that would repeal the dedicated fund created to share 30% of state meals and rooms tax revenue with municipalities along with any further reduction to the percentage shared, or any further reduction to the state meals and rooms tax.
- Diversion of state highway funds for state non-transportation network purposes.

**New Hampshire Retirement System (NHRS)**

NHMA supports the continuing existence of a retirement system for state, municipal, school, and county government employees that is secure, solvent, fiscally healthy, and financially sustainable, and that both employees and employers can rely on to provide retirement benefits for the foreseeable future.

**NHMA supports:**

- Restoration of up to 35% of the state's share of employer costs for police, teachers, and firefighters in the current defined benefit plan and any successor plan, with the goal being a 35% re-instatement of the state contribution;
- Inclusion of participation by a municipal official designated by NHMA on any legislative study committee or commission formed to research alternative retirement system benefits plans or designs;
- Performance of an actuarial analysis of any legislation proposing benefits changes or other plan changes that may affect employer contribution rates.

**NHMA opposes:**

- Legislation expanding benefits that increase current or future employer contribution costs;
- Legislation that assesses additional charges on employers beyond NHRS board-approved rate changes;
- Legislation that expands the eligibility of NHRS membership to positions not currently covered by the plan;
- Legislation further restricting a municipality's ability to employ NHRS retirees in part-time positions or the imposition of any fees or penalties associated with such employment.



### **Education Funding**

NHMA supports a revenue structure for funding an adequate education to meet the state's responsibilities as defined by the constitution, statutes, and the common law with revenue sources that are predictable, stable, and sustainable.

#### **NHMA supports:**

- A revenue structure that is not disruptive to the long-term economic health of the state;
- A revenue structure that is efficient in its administration;
- A revenue structure that is fair to citizens.

#### **NHMA opposes:**

- Retroactive changes to the adequate education funding distribution formula after the notice of grant amounts has been provided to local governments.

## **Infrastructure, Development, and Land Use**

### **Energy, Environment, and Sustainability**

NHMA supports preservation and enhancement of municipal energy, climate, and sustainability planning for communities, protection of the natural environment, and implementation of clean and renewable energy, while recognizing the need for municipalities to manage their resources and the natural environment without undue cost.

#### **NHMA supports:**

- Legislation that broadens municipalities' ability to install and use renewable energy sources, including higher caps or elimination of caps on net energy metering;
- Legislation that provides financial and other assistance to municipalities for conservation techniques and installation and maintenance of renewable energy sources;
- Legislation that allows municipalities to adopt local environmental regulations that are no less stringent than those implemented by the state;
- Legislation that enables municipalities to enact measures that promote local energy and land use systems that are both economically and environmentally sustainable;
- Legislation that protects and preserves local natural resources and public infrastructure, builds community resilience, and fosters adaptation to climate change and mitigates its risks;
- Policies that support customer and community choice in energy supply and use competitive market-based mechanisms to promote innovation, cost effectiveness, and sustainability; and
- Legislation that provides state or federal assistance to municipalities to mitigate environmental inequity impacts faced by their residents, and drive early local engagement in decision processes.



**NHMA opposes:**

- Legislation that overrides local determinations of appropriate energy sources and regulations.

**Water Resources Protection, Control, and Management**

NHMA supports measures enabling municipalities to protect, control, and efficiently and safely manage water infrastructure and its resources. NHMA believes the State should support its commitments to municipalities for water infrastructure programs and that any new mandates that impose additional costs on municipalities must be funded by the state or federal government.

**NHMA supports:**

- Legislation that provides state or federal investment in maintaining and improving the state's critical water infrastructure, including, but not limited to, dams, public drinking water systems, wastewater systems, stormwater systems, and surface and groundwater;
- Legislation that encourages regional and innovative solutions to drinking water, wastewater, stormwater, and surface and groundwater issues;
- Regulation of emerging contaminants at appropriate and feasibly achievable levels when supported by relevant scientific and technical standards that are broadly accepted by peer review and cost-benefit analyses, when coupled with appropriate state or federal funding.

**NHMA opposes:**

- Enactment of stricter drinking water, wastewater, stormwater, or surface water and groundwater regulations for municipalities unless any costs of compliance are funded by the state or federal government.

**Solid Waste Management**

NHMA recognizes the need for efficient, economical, and environmentally sensitive mechanisms for solid waste management which allow municipalities to use the most appropriate disposal systems. NHMA believes any new mandates that impose additional costs on municipalities must be funded by the state or federal government.

**NHMA supports:**

- Programs that support municipal, regional, and state strategies to manage solid waste through reduction, reuse, recycling, resource recovery, composting, and other measures, while maintaining local control;
- State programs that address existing and emerging contaminants at no additional cost to municipalities;
- Fees or assessments on solid waste or recycling that are used to provide direct support or enhancement of local or regional solid waste, household hazardous waste, and recycling programs.



## **Housing**

NHMA recognizes the need for diverse and affordable housing in New Hampshire and the responsibility of each municipality to afford reasonable opportunities for the development of diverse and affordable housing. NHMA believes municipalities should have discretion in how to satisfy this responsibility and supports legislation that enables municipalities to find innovative ways to ensure an adequate supply of housing.

### **NHMA supports:**

- Legislation that allows municipalities to require the inclusion of affordable and diverse housing opportunities as part of new housing developments;
- Financial and other incentives to municipalities to encourage development of diverse and affordable housing;
- Statewide efforts to provide housing for those recovering from substance misuse, subject to reasonable municipal regulation;
- Policies that encourage documentation and financial traceability of cash and bartered rental transactions;
- Legislation and policies that encourage creative and flexible approaches to meeting housing needs of current and future demographics in different regions.
- Legislation which promotes a collaborative approach between the state, municipalities, and other key stakeholders to address the state's housing shortage.

### **NHMA opposes:**

- Legislation and policies that allow for or encourage housing practices that exclude people from and decrease the availability of quality, affordable housing;
- Legislation that erodes local control over land use decisions.

## **Land Use**

NHMA supports the long-standing authority of municipalities to regulate land use matters with minimal interference from the state.

### **NHMA supports:**

- Legislation authorizing municipalities to regulate short-term rentals of residential properties, including licensing requirements and health and safety protections;
- Legislation enabling municipalities at their discretion to adopt more recent editions of national/international building and fire codes than the current state-adopted editions.
- Legislation that supports the adoption of more recent editions of the national/international building and fire codes after review and recommendation by the Building Code Review Board and/or the State Fire Control Board.



**NHMA opposes:**

- Legislation that limits municipal control in implementing statewide priorities in zoning and land use regulation;
- New state mandates requiring municipalities to allow specific types of housing;
- All other statewide land use mandates.

**Information Technology, Communications, and Cybersecurity**

NHMA supports initiatives to make the most current information and communication technology accessible to New Hampshire communities, so long as local authority over land use regulation and safety issues is not compromised.

**NHMA supports:**

- Legislation that increases the ability of municipalities, especially those in rural and remote areas, to facilitate and advance access to reliable broadband technology to the premises in their communities;
- Legislation that provides flexibility for municipalities in accessing poles and pole attachments, including legislation that directs the New Hampshire Public Utilities Commission to adopt the FCC rule on access to poles called “One-Touch-Make-Ready” in order to facilitate bringing high-speed fiber optic cable to service all New Hampshire communities, homes, and businesses by internet service providers (ISPs) in an expedient and cost-effective manner;
- Legislation that provides state and federal investment, including grants, for installation of high-speed fiber optic broadband technology to serve all New Hampshire communities, homes, and businesses;
- Legislation that requires or encourages and incentivizes providers to disclose information to local government relative to access and broadband connections provided in the municipality to help municipalities better understand and address the needs of their community;
- State investment in cybersecurity assistance to municipalities to protect data and infrastructure.

**NHMA opposes:**

- Legislation that limits municipalities’ ability to prevent or regulate deployment of technologies that would interfere with the management of the right of way;
- Statewide mandates on cybersecurity practices unless any associated costs are funded by the state or federal government.



### **Transportation**

NHMA supports state policies that ensure access for all users to convenient, efficient, reliable, cost effective, safe, and sustainable multi-modal transportation systems in New Hampshire.

#### **NHMA supports:**

- Appropriate funding for state and local modes of transportation, including but not limited aviation, transit, bicycle, and multi-modal facilities;
- Continued state and federal investment in public transportation systems and projects designed to support access to vital services, economic, and recreational opportunities within communities, link communities and regions, and reduce vehicle congestion on New Hampshire's roads;
- Programs and funding sources that would appropriately recover and distribute the impact of vehicles used on local and state transportation infrastructure.

#### **NHMA opposes:**

- Any action or inaction by the State that results in the downshifting of maintenance responsibilities for transportation infrastructure (road, bridge, culvert, drainage) to municipalities.

### **Economic Development, Recovery, and Vitality**

NHMA supports allowing municipalities to implement measures to foster economic development which allows for the preservation and creation of jobs and vitality within our communities.

#### **NHMA supports:**

- Legislation that allows for local adoption of more options and more flexibility to provide incentives for economic recovery and development;
- Expansion and more flexibility of state tax credit and exemption programs to foster economic recovery, development, and vitality.

#### **NHMA opposes:**

- Legislation that makes it more burdensome to implement economic recovery, development, and vitality measures.