

**Select Board Meeting**  
**Monday, October 30<sup>th</sup>, 2023, 6:00 p.m.**  
**Nowak Room, Town Offices**  
**10 Front Street, Exeter NH 03833**  
**REGULAR BUSINESS MEETING BEGINS AT 7:00 PM**

Virtual Meetings can be watched on Ch 22 or Ch 98 and YouTube.

To access the meeting, click this link: <https://us02web.zoom.us/j/84826518183>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 848 2651 8183

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 instructions for how to access the meeting can be 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. Non Public Session – RSA 91-A:3 2 a, l
3. Public Comment
4. Proclamations/Recognitions
5. Approval of Minutes
  - a. Regular Meeting: October 16<sup>th</sup>, 2023
6. Appointments
  - a. None
7. Resignations
  - a. None
8. Discussion/Action Items
  - a. Second Reading: Request for 15 Minute Parking Limit (amendment to 103.7 of Town Ordinances Parking Regulations)
  - b. Replacement of Public Safety Communications Console
  - c. Daughters of American Revolution Sign Donation – Renay Allen, Julie Black (DAR)
  - d. Facility Condition Assessment Presentation: Bureau Veritas
  - e. Fund Balance Discussion
9. Regular Business
  - a. Tax Abatements, Veterans Credits & Exemptions

- b. Permits & Approvals
  - c. Town Manager's Report
  - d. Select Board Committee Reports
  - e. Correspondence
10. Review Board Calendar
  11. Non-Public Session
  12. Adjournment

Niko Papakonstantis, Chair  
Select Board

Posted: 10/27/23 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

**Non Public Session**

## Minutes



Select Board Meeting  
Monday October 16, 2023  
7 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Julie Gilman, Dan Chartrand, Nancy Belanger, and Town Manager Russ Dean were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Bid Opening: Kingston Road Sidewalk Grant

Mr. Dean said work on this project will begin in the Spring of 2024.

- a. Berg Contracting and Construction of Fitzwilliam NH bid \$1,860,307.55
- b. S.U.R Construction of Rochester NH bid \$1,956,490
- c. DEU Construction of Epsom NH bid \$1,589,205
- d. Earth Mechanics of Pittsfield bid \$1,996,395

**MOTION:** Mr. Chartrand moved to send these bids to the appropriate department for recommendations on which to accept. Ms. Belanger seconded. Ms. Cowan was not yet present. The motion passed 4-0.

3. Public Comment

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

4. Proclamations/Recognitions

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

5. Approval of Minutes

- a. Regular Meeting: October 2, 2023

**MOTION:** Ms. Gilman moved to approve the Select Board minutes of October 2, 2023 as presented. Ms. Belanger seconded. Ms. Cowan was not yet present. The motion passed 4-0.

6. Appointments

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

7. Discussion/Action Items

- a. Water Sewer Rates Hearing

**MOTION:** Ms. Belanger moved to open the public hearing. Ms. Gilman seconded. Ms. Cowan was not yet present. The motion passed 4-0.

Ms. Cowan arrived at this time.

Mr. Dean said the town commissioned Underwood Engineers to do a public study. The rate recommendation was made in the public hearing on

September 11. The recommendation was to raise the rates as well as some metering fees.

John Grueter of 3 Sterling Hill Lane said we [the Sterling Hill condos] are treated like a commercial customer in Tier 3. He's hoping to straighten that out. We don't need 32 meters in the building, but we're paying one bill for 32 people, 5 bills for 128 people.

Mr. Chartrand asked how many other customers are in a similar situation and what impact this would have on revenues. They had a developer that made a choice to put one meter in, instead of one for each unit. The Board has to be careful and not make exceptions.

Mr. Papakonstantis said we will consider the options, but can't make a decision tonight. We need to know how many other properties are in the same situation.

Mr. Dean said we decided in 2006 to go to the tiered system to encourage water conservation, which it sounds like Sterling Hill is doing. He agrees that we need to look at multiple properties and see what the ramifications would be.

Bob Ryan of 1 Sterling Hill Lane said we [the Sterling Hill condos] are budgeting \$105,000 for Water/Sewer. We're nervous about the projections. We're an over-55 community. Our first quarter showed 190,000 gallons of usage; that's less than 6,000 gallons per unit, which would be a Tier 1 rate. At Tier 1, our bills would come down 25%. We're a nonprofit corporation.

Mr. Chartrand said doing the math, your average person's bill is \$205 quarterly. I pay more than that quarterly as a tier 1.

Ms. Belanger asked if they have laundry facilities. Mr. Ryan said yes, in each condo.

Bob Kelly of 59 Columbus Ave, the Chair of the Town's Water/Sewer Advisory Committee, said the committee looked at the study's recommendations on September 13. It's difficult to predict what expenses and revenues will be. We have not revised the rates for over two years because what we set then worked out pretty well. We lost about 10 million gallons last year in consumption due to drought restrictions. We should be better next year. Instead of doing a 20% increase on water, the committee recommended scaling that back to 15%, which we voted 5-0. We support the 4% increase on the sewer side as well as the other items recommended in the Underwood Report.

Mr. Chartrand asked if there was discussion about future years, or just 2024. Mr. Kelly said yes, and there are significant water capital projects between now and 2026. If we get 10 million gallons of revenue back, we probably won't need to raise the rates again until the end of next year.

Mr. Papakonstantis said we had a crisis last year into this year, and this year we won't have ARPA funds or congressional funds. Moving forward, we have to keep that in mind when looking at our reserve.

Mr. Chartrand asked how many projects similar to Park Street need to be renewed. Mr. Kelly said dozens. There's one every year. On Washington Street,

we had an emergency four or five years ago, but never did the paving. There are a lot of projects ongoing like that. Westside Drive was \$6 million.

Ms. Cowan said we thought about what the landscape looks like with an eye towards making this less painful.

Mr. Kelly said the difference between 15% and 20% is \$315,000 in revenue. We will get \$80,000 of that back on the fire suppression and the revenue from 10 million gallons of non-drought usage.

**MOTION:** Ms. Belanger moved to close the public hearing. Ms. Gilman seconded. The motion passed 5-0.

Mr. Chartrand said he thinks it's a miracle that he [Mr. Chartrand] gets clean water for \$280 a quarter. This is the essential thing to living in civilization. If the Water/Sewer Committee says 15% instead of 20%, he'll go with that.

Mr. Chartrand asked Keith Pratt of Underwood Engineers, who was present, what he thinks of doing 15%. Mr. Pratt said it creates less revenue, but you look at these rates every year and can adjust accordingly.

Mr. Papakonstantis said we can't keep going to our citizens in an emergent way at the 11th hour. He respects that the Water/Sewer Committee were able to meet the 20% halfway at 15%, rather than 10%, and we can live with the 15% for the next year.

Mr. Dean said at 15%, Tier 1 is \$10.72/1,000 gallons, Tier 2 is \$13.41/1,000, and Tier 3 is \$16.08/1,000. The Sewer rates stay the same. The new rates would appear on the January 31st billing for the first time.

**MOTION:** Ms. Belanger moved that the Select Board adopt the following Water/Sewer rates, effective with the January 2024 billing cycle: for the Water Rates, the ¾" meter charge is \$46.75 per quarter; the 1" meter charge, \$65.45 per quarter; the 1.5" meter charge, \$84.16 per quarter; the 2" meter charge, \$135.58 per quarter; the 3" meter charge, \$514.29 per quarter; the 4" meter charge, \$654.54 per quarter. The Tier 1 consumption charge is \$10.72/1,000 gallons; the Tier 2 consumption charge, \$13.41/1,000 gallons; the Tier 3 consumption charge, \$16.08/1,000 gallons. For the Sewer rates: the ¾" meter charge is \$38.48 per quarter; the 1" meter charge, \$53.80 per quarter; the 1.5" meter charge, \$69.26 per quarter; the 2" meter charge, \$111.59 per quarter; the 3" meter charge, \$423.28 per quarter; the 4" meter charge, \$538.72 per quarter. The Tier 1 Sewer consumption charge is \$16.99/1,000 gallons; the Tier 2 Sewer consumption charge, \$21.24/1,000 gallons; the Tier 3 Sewer consumption charge, \$25.49/1,000 gallons. Ms. Cowan seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved that the Select Board adopt an increase in the Sewer flat rates of 4%, effective January 2024. Ms. Cowan seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved that the Select Board adopt a schedule of miscellaneous fees and system development charges effective January 1, 2024 as outlined in the Water/Sewer rate study. Mr. Chartrand seconded. The motion passed 5-0.

b. Request for 15 minute parking limit

Mr. Papakonstantis said there's a request for 15 minute parking on Front Street. This is the first of three public hearings.

**MOTION:** Ms. Belanger moved to open the public hearing. Ms. Gilman seconded. The motion passed 5-0.

Mr. Papakonstantis said this request would involve the Select Board amending section 103.7 of the town parking ordinance. Currently there are four spaces in town near the post office with a 15 minute limit. After three public readings, the Board could take up this request.

Ms. Gilman asked how many spaces this would affect. Mr. Dean said he believes this is just one space. Mr. Chartrand said it's proposing an additional space in front of 152 Front Street.

Mr. Papakonstantis asked if the business owner requesting this could be present at the next hearing.

**MOTION:** Ms. Belanger moved to close the public hearing. Ms. Cowan seconded. The motion passed 5-0.

c. MRI Revaluation contract

Mr. Papakonstantis said this is the cyclical revaluation contract to review and sign. This is for revaluation between now and April 1, 2024. This is included in the fee we're already paying MRI, so no additional funding is required.

Mr. Dean said it's a requirement of the DRA that this contract be signed and sent to them for approval.

Ms. Gilman said there is a bill proposed that makes sure the valuation is at 100% for the properties that we're looking at. We've been going for 90% - 110% of market value.

**MOTION:** Ms. Belanger moved that the Board authorize the signature of the MRI Revaluation contract. Ms. Gilman seconded. The motion passed 5-0.

d. Riverwoods Tax Agreements

Mr. Chartrand and Ms. Belanger recused themselves.

Mr. Dean said last year, RiverWoods brought the Woods, the Ridge, and the Boulders into a single agreement.

Ms. Gilman read the Riverwoods agreement:

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

*By December 1, 2023, RiverWoods will pay to the Town real estate taxes for land and buildings owned by RiverWoods and located at the three campuses known as The Woods, The Ridge and The Boulders, which, collectively comprise The RiverWoods Company, at Exeter, New Hampshire ("the Land and Buildings").*

*The real estate taxes will be calculated by multiplying the tax rate times the assessed value of the Land and Buildings owned by RiverWoods as follows:*

- *The residential units will pay the full tax rate (state, municipal, county, and school);*
- *The buildings for health care residents will not pay any tax (state, municipal, county, or school);*
- *The remainder of Land and Buildings, including the land used for the final calculation of density under the land use ordinance of the Town of Exeter and outbuildings, will pay the full tax rate (state, municipal, county, and school);*
- *The land not needed for the final calculation of density under the land use ordinance of the Town of Exeter, which is in current use, will pay taxes at the full state, municipal, county, and school rate for current use property.*

*The parties to this Agreement recognize that those portions of the development that support both the buildings for health care residents and the residential units will be taxed on a pro rata basis.*

*This agreement on principle shall not preclude either party from questioning the precise percentage amounts allocated to the taxable and nontaxable portions, nor the assessed value of the taxable portions of the land and buildings.*

*In witness whereof, the parties hereto have entered into this Agreement this 16th day of October, 2023.*

Ms. Gilman mentioned that this language hasn't changed over the years.

**MOTION:** Ms. Gilman moved to enter into the PILOT agreement for the 2023 tax year incorporating the three RiverWoods campuses, the Woods, the Ridge, and the Boulders, and authorize the Select Board to sign the agreement. Ms. Cowan seconded. Mr. Chartrand and Ms. Belanger had recused themselves and did not vote. The motion passed 3-0-2.

e. Committees Discussion

Mr. Papakonstantis said he and former Select Board member Lovey Roundtree-Oliff looked at the committees and if any need to be combined or sunsetted. We've had problems with meeting quorums in certain committees, which we've already addressed in the case of the Communications Committee. Changes to some committees have to go on the warrant. Mr. Chartrand offered to continue this work with Mr. Papakonstantis. Ms. Gilman said the Energy and Sustainability Committees have commonalities. Mr. Dean said the Board should make recommendations by mid-December/January to get them on the warrant.

Ms. Belanger said the Conservation Commission bylaws say a full member can only serve two terms then becomes an alternate, but it's not clear for how long. Is that still necessary? Mr. Papakonstantis asked Mr. Dean to look into it.

8. Regular Business

- a. Tax Abatements, Veterans Credits and Exemptions
  - i. There were no abatements or exemptions considered at this meeting.
  
- b. Permits & Approvals
  - i. E911 Recommendation.
    - Mr. Dean said the ordinance says that a public hearing is required for a change like this, so we will schedule a public hearing to notice people in accordance with the change being made. These are new proposed roads, not just a change. The hearing will be November 6th.
  
- c. Town Manager's Report
  - i. The Leadership group of Department heads discussed engagement.
  - ii. The E Team had a meeting on the budget Oct 6.
  - iii. He attended Town Counsel's retirement party.
  - iv. The General Government Subcommittee of the BRC met Oct 12.
  - v. He attended a Health Trust Board meeting for rate setting purposes. Our health insurance is up 10%.
  - vi. The Pickpocket dam grant application was submitted today.
  - vii. The FD held a burn of a house on Epping Road as a training exercise.
  - viii. He thanked Kristin Murphy, who secured an ECGB grant of \$200,000 for weatherization and improvements on manufactured homes.
  - ix. The Deliberative session will be Feb 3, 2024.
  - x. He thanked the Police Department for the simulator exercise last week.
  
- d. Select Board Committee Reports
  - i. Mr. Chartrand had no report.
  - ii. Ms. Cowan had a Communications Advisory meeting. There are reasonable requests coming forward.
  - iii. Ms. Gilman said regarding the Energy Committee, people should look at their website to review the rebates available. There's a "Window Dressers" program where a volunteer goes out and measures people's windows, and a company comes and does plastic inserts. They want to hold the session in town hall but she's concerned about floor damage.
  - iv. Ms. Belanger attended a public parking and traffic stakeholder meeting and public input session with 30-40 participants. There were 325 participants in the survey. She attended the All-Boards meeting, and we're making strides. She also attended a Police simulation training. At the Planning Board meeting October 12, they heard two applications: one for 8 Congress way for a 2 story addition, and one for 158 Epping Road for a minor subdivision. Both were approved.
  - v. Mr. Papakonstantis attended the All-Boards meeting, and he thanked the volunteers who attended. At the Police simulation training, they went through real-life events and debriefed us on the laws. They can only do

this training at the DPW, but the proposed Police station has an area for this.

e. Correspondence

- i. Mr. Papakonstantis said a group of citizens put together a petition. Chief Poulin and Mr. Dean responded immediately with ideas on moving forward. They suggested closures, which Chief Poulin agreed would not be a problem. For any permitted event at Swasey, Parks and Rec would work with the Police Department to do temporary one-way parking.
- ii. Ms. Belanger said the DPW gives a report on Helpsy numbers on their FB page. Could she get a report for the entire year? Mr. Dean said he would get that information.

9. Review Board Calendar

- a. The next meetings are Oct 30, November 6, November 20, December 4, and December 18. The meeting the week between Christmas and New Years is TBD. The BRC All Day meeting is this Friday at 8:30 AM.

10. Non-Public Session

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

11. Adjournment

**MOTION:** Ms. Belanger moved to adjourn the meeting. Ms. Cowan seconded. The motion passed 5-0 and the meeting adjourned at 8:47 PM.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary

**Request For 15 Minute Parking Limit – Amendment to 103.7 of Town Parking Ordinances**



Gill Street	North side of Gill Street (extension) from Gill Street to 50' from Linden. Entire east side from Front Street.
Linden Street	West side of street from Front Street to Gill Street.

103.5 30 – Minute Parking Limit School Hours

Linden Street	West side in the designated spaces.
---------------	-------------------------------------

103.6 30 – Minute Parking Limit

Bow Street	South side adjacent to the Public Safety Complex.
Front Street	Monday through Saturday: North side from the driveway of First Congregational Church to Center Street. South side from Court Street to 5 spaces east of driveway of the U.S. Post Office. In front of 148-152 Front Street, south side.
Front Street	During State and Federal Elections, Primary and General. Center Isle at the Bandstand; Westerly side from Water Street to the driveway of Congregational Church. Easterly side from Water to Court Street.

103.7 15 – Minute Parking Limit

Front Street	South side, 4 spaces east of Post Office entrance, Monday through Saturday.
--------------	---

103.8 Restricted Parking – Vehicles with boat trailers

Robert H. Stewart Park	4 designated spaces reserved for vehicles w/boat trailers between April 1st and November 5th.
------------------------	---

103.9 Restricted Parking – Motorcycle Parking Only

Front Street	1 designated space in front of 14 Front (up to 2 motorcycles)
Water Street	1 designated space in front of 55 Water St. (1 motorcycle only)
Water Street	1 designated space on southerly side of municipal parking lot (up to 3 cycles)

103.10 Robert H. Stewart Park: Parking space at island to Boat Launch for Harbor Master.

110 Penalties

A person violating any provision of Chapter 1 of the Traffic Code shall be punished by a fine of not more than one hundred (\$100) dollars for each offense, except that optional procedures set forth in Section 110.1 may be used in lieu of court proceedings for violations of Chapter 1.



111 Ave Railroad Ave

Front Street Cabin

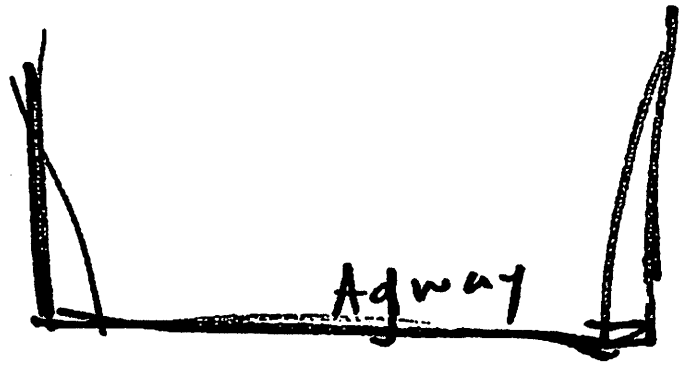
Enna Chocolate

Lux Studio

Google My Maps

111

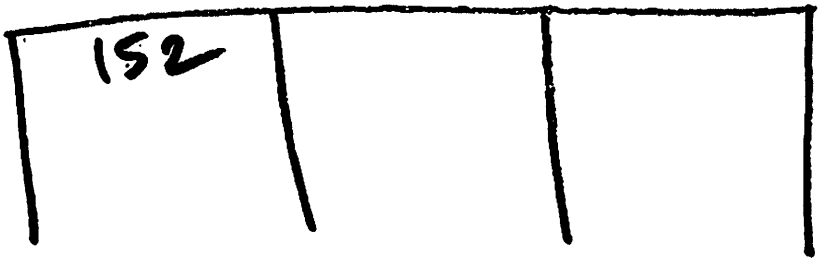
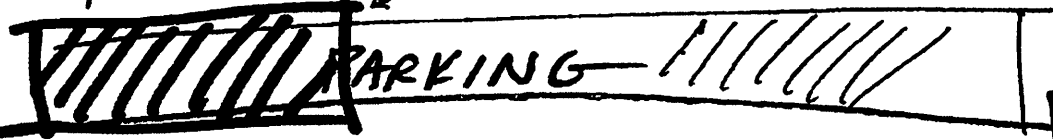
RR



Parking Lot.

Front Street

Proposed short term parking



Alley

**MRI Revaluation Contract**

## **Replacement of Public Safety Communications Console**



## TOWN OF EXETER, NEW HAMPSHIRE

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

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

**TO:** RUSSELL DEAN, TOWN MANAGER  
**FROM:** COREY STEVENS, FINANCE DIRECTOR  
**SUBJECT:** REPLACEMENT OF PUBLIC SAFETY COMMUNICATIONS CONSOLE  
**DATE:** OCTOBER 25, 2023

---

Russ,

You had requested that I review potential funding sources to finance replacement of the Public Safety communications console this year. The console has been estimated to cost \$301,000. The estimate was provided to the Police Department by a 3<sup>rd</sup> party vendor. Previously we had identified \$150,000 contributed by Riverwoods in the past for the purpose of a public safety project. In addition, we considered the EMS Revolving Fund as a means to fund the balance of the cost of the console.

I have reviewed the EMS Fund's operating performance for this year through September 30<sup>th</sup>, and projected results for the remainder of FY2023. Based on my review, and our discussion of the results, it is reasonable to conclude that \$151,000 of the EMS Revolving Fund's fund balance could be used toward the replacement cost of the communications console. As part of forecasting the Fund's performance for 2024, you and I agreed to assume level-funding of the EMS turn-back to the General Fund next year. As a result, the General Fund would recognize less than the historical 95% of EMS Fund Balance as revenue in 2024. This potential result seems acceptable since the EMS funds would be used toward replacement of a vital piece of equipment.

I agree with our conclusion to recommend moving forward with the console purchase using \$150,000 previously contributed by Riverwoods, and \$151,000 from EMS Revolving fund balance.

*Corey*

**Daughters of the American Revolution Sign Donation**





# EXETER PARKS & RECREATION

---



32 COURT STREET • EXETER, NH • 03833 • (603) 773-6151 • [www.exeternh.gov](http://www.exeternh.gov)

## TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager  
CC: Melissa Roy, Assistant Town Manager  
FROM: Greg Bisson, Director of Parks and Recreation  
RE: Signage at Winter St Cemetery  
DATE: 10/30/2023

---

The NH State Chapter of Daughters of the American Revolution has chosen Exeter as a location to honor all Black Revolutionary War soldiers from NH. They are requesting to place a sign in or near the cemetery where Jude Hall and other Black Revolutionary Soldiers are buried. Renay Allen, Exeter Member of the DAR, would introduce State DAR chair, Julie Black while explaining the project further. Julie Black will be present to say a few words and answer any questions the Board may have.

In speaking with Renay, we feel that we can find an appropriate location so as not to impede on any unmarked graves that may be located in the cemetery. We are happy to continue to work with DAR on this project.

Respectfully yours,

Greg Bisson, Director

Exeter Parks and Recreation



## Facility Condition Assessment Presentation



## **EXETER PUBLIC WORKS DEPARTMENT**

13 NEWFIELDS ROAD • EXETER, NH • 03833-4540 • (603) 773-6157 • FAX (603) 772-1355

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

### **MEMO**

DATE: 10/20/23

TO: Russell Dean, Town Manager

FROM: Jeff Beck, Maintenance Superintendent

RE: Facility Condition Assessment, Presentation to Selectboard

---

As requested, Mary Venable from Bureau Veritas will present the completed Facilities Condition Assessment to the Selectboard at the October 30th meeting at 7pm. A copy of the presentation will be available to the members in attendance the evening of.

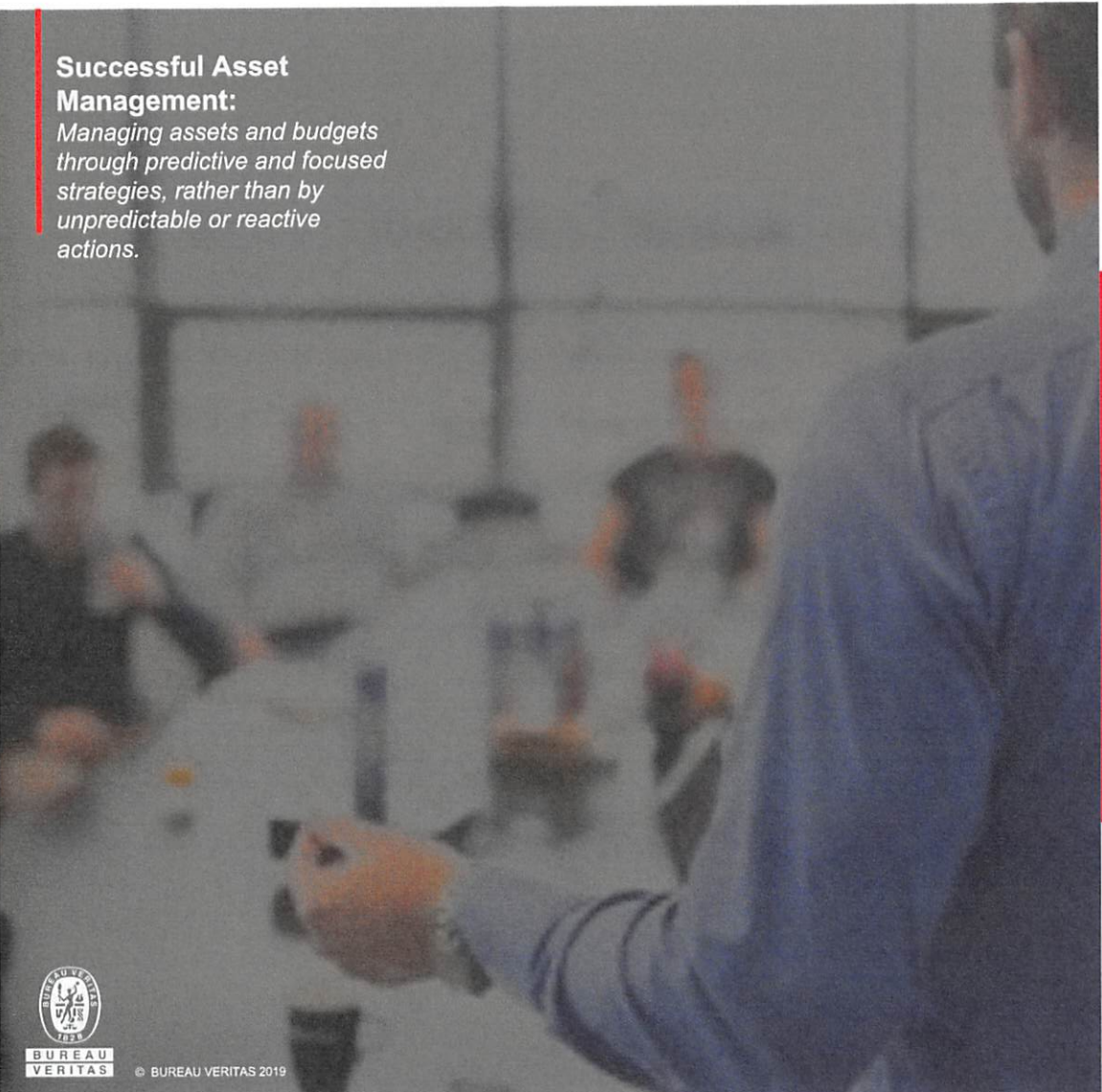


**BUREAU  
VERITAS**

# **FACILITY CONDITION ASSESSMENT FINDINGS**

Town of Exeter, NH  
August, 2023

**Presenter:**  
Mary Venable, CEM, RA



**Successful Asset  
Management:**

*Managing assets and budgets  
through predictive and focused  
strategies, rather than by  
unpredictable or reactive  
actions.*



**BUREAU  
VERITAS**

© BUREAU VERITAS 2019

# AGENDA

ABOUT BVNA

PROJECT UNDERSTANDING

FACILITY ASSESSMENT APPROACH

FACILITY ASSESSMENT FINDINGS

CONCLUSIONS

---



# BUREAU VERITAS NORTH AMER

## GLOBALLY AND NORTH AMERICA

**\$5**  
Billion in Revenue

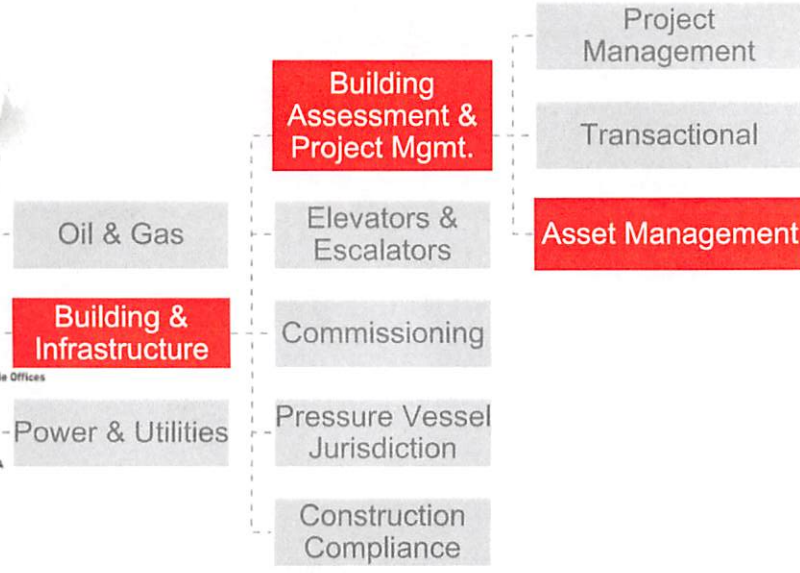
**75,000**  
Employees

**140**  
Countries

**\$900**  
Million In Revenue US

**8,000**  
NA Building Professionals

**120**  
Offices and Laboratories  
In all 50 States

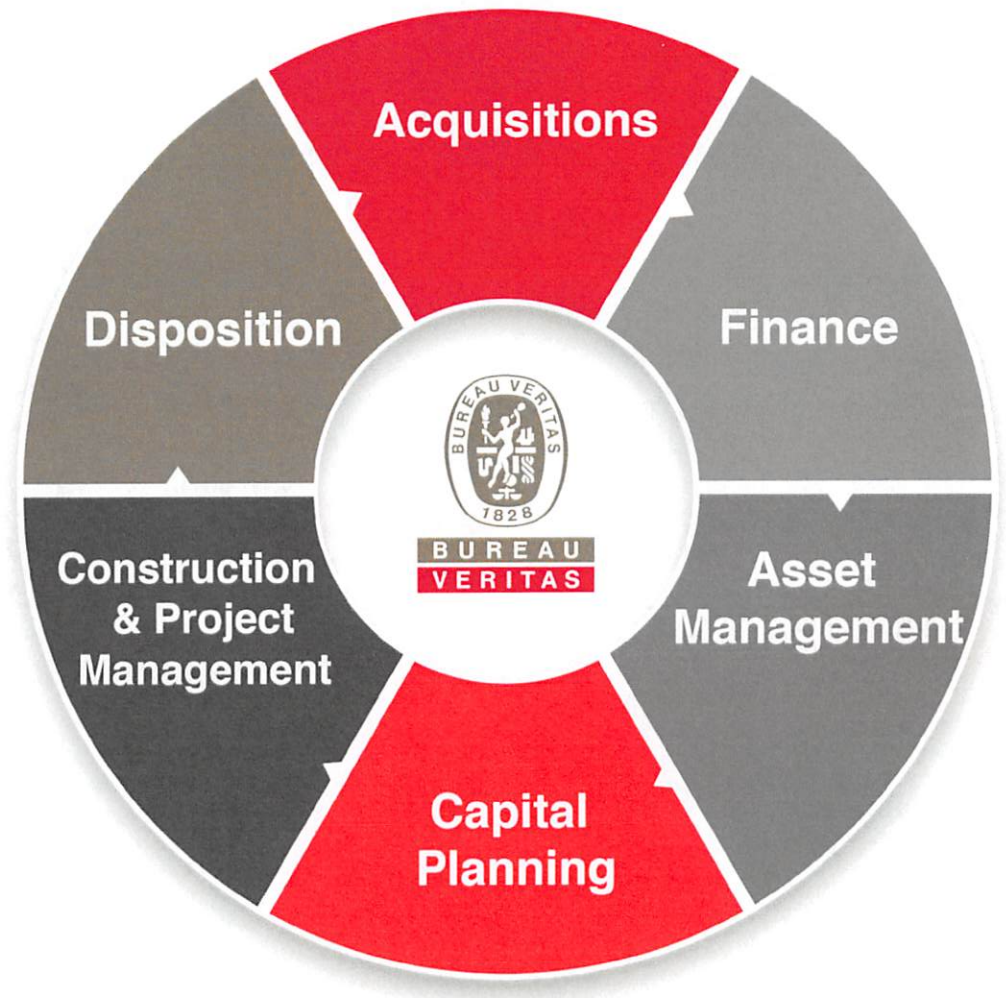


FOUNDED IN 182



## FACILITY SERVICE

- FACILITY CONDITION ASSESSMENTS
- CAPITAL PLANNING
- ADA TRANSITION PLANS
- ENERGY AUDITS AND COMMISSIONING
- CMMS CONSULTING
- PREVENTIVE MAINTENANCE SCHEDULES







BUREAU  
VERITAS

© BUREAU VERITAS 2019

# PROJECT SCOPE

## FACILITY CONDITION ASSESSMENTS

- Record condition of facilities and their components
- Identify Short Term & Long-Range Needs
- Propose priorities
- Estimate replacement costs for upcoming years

## ENERGY CONSERVATION RECOMMENDATIONS

- Identify potential energy savings measures





# FACILITY ASSESSMENT APPROACH



BUREAU  
VERITAS

© BUREAU VERITAS 2019





# METHODOLOGY

## Kick-Off Phase

- Kickoff Meeting
- Review Documents
- Scheduling
- Interviews and Questionnaires

## Field Phase

- Building Inspections
- Record Assets & Condition
- Identify Deficiencies

## Reporting Phase

- Deliver Draft Facility Reports
- Cost Estimates
- Expenditure Forecasts
- FCI – Facility Condition Index

## Final Deliverable

- Present Findings
- Deliver Final Reports
- AssetCALC Database Delivery



# FIELD PHASE - BUILDING PHYSICAL ASSESSMENT



- Site
- Exterior & Building Envelope
- Roof & Rooftop Systems
- Interiors
- Mechanical Systems – HVAC, Electrical, Plumbing, Fire





# MOBILE DATA COLLECTION


**Field Data Entry | Library Technology Center**

Counts Calc Notes Photos Assets


Overview Struc Facade Roof Interior Elevator Plum HVAC Elec Fire O

Elevations Building Info Space Photos Plans / Sketches / Certificates

**Building Name** 1405 Monterey  
Library Technology Center




Front Elevation




Rear Picnic Area

EXTRA PHOTO EXTRA PHOTO EXTRA PHOTO



Rear Elevation



Right Elevation

Library Technology Center

Size 67,044.05 Built 2009 Renovated

**Asset Details** Cost Inventory NA

Condensing Unit/Heat Pump, Split System, 8 to 10 21399 | D3032

**Label** Condensing Unit/Heat Pump, Split System, 8 to 10 Ton, Replace

**Quantity** 1 EA **Capacity** 8.7 TON

**Location** Main Roof

**Plan Type** Lifecycle/Renewal Performance/Integrity Safety Modernization/Adaptation Accessibility Environmental

**Asset Tag** CU-2

**Make** Carrier

**Model** 38ARZ012---501LA

**Serial** 0406G30088

**Barcode** leave BLANK unless barcoding

**Year Installed** 2006 Built Renovated

**Age** 14 EUL 15 RUL 3

Public Private

100% complete

Complete & Close Duplicate Delete Add to Counts Sketch Voice Note



# SETTING PRIORITIES: *Condition Evaluation*

Condition Ratings	
Excellent	<b>New</b> or very close to new
Good	<b>Satisfactory</b> as-is, minor signs of normal wear
Fair	Showing signs of <b>wear</b> and use but still satisfactory - midlife
Poor	significantly <b>aged, flawed</b> , unreliable, deferred maintenance
Failed	<b>Ceased</b> functioning
Not Applicable	Not present – e.g. a proposed upgrade

## Example

### B3011 - Roof, Built-Up, Bitumen

EUL 20 Years



**Excellent**

RUL 20 to 19 (>95% of EUL)



**Good**

RUL 18 to 13 (>66% EUL left)



**Fair**

RUL 12 to 3



**Poor**

RUL 2 to 1



**Failed**

RUL 0



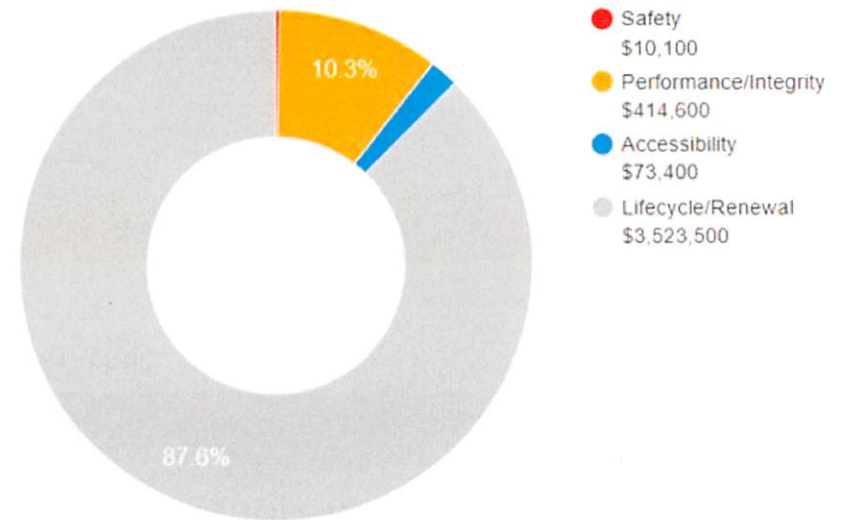
# SETTING PRIORITIES: *Plan Type*

**Plan Type** is the *reason* for a replacement or repair recommendation

## Plan Types

<b>Safety</b>	<input type="checkbox"/> An unsafe condition
<b>Performance/Integrity</b>	<input type="checkbox"/> Component has failed, or will soon
<b>Accessibility</b>	<input type="checkbox"/> Does not meet ADA.
<b>Environmental</b>	<input type="checkbox"/> Hazardous materials
<b>Retrofit/Adaptation</b>	<input type="checkbox"/> Upgrades to meet new standards
<b>Lifecycle/Renewal</b>	<input type="checkbox"/> Normal age-based replacement

## Example:

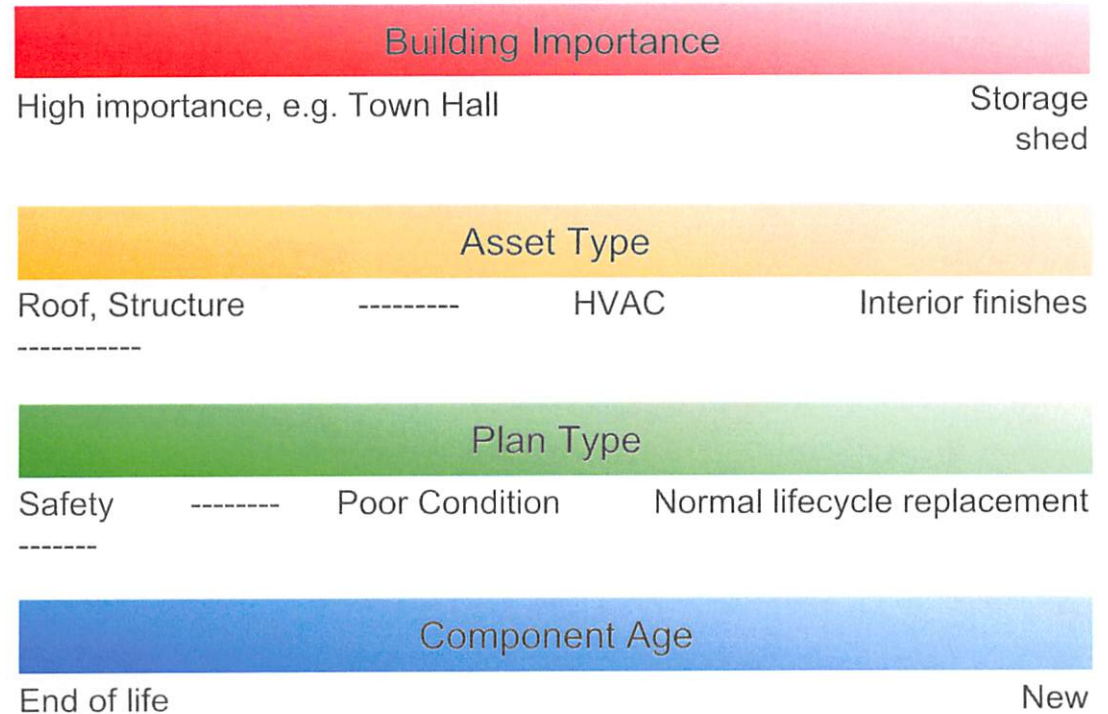


10-YEAR TOTAL: \$4,021,600

# PRIORITIZATION: *The Big Picture*

**Priority Scores for assets** are developed for each asset based on factors that are weighted according to importance.

Judgments are made as a team effort with *you, the owner*.



# FACILITY CONDITION INDEX

## *Rating the Overall Facility*

$$\text{FACILITY CONDITION INDEX (FCI)} = \frac{\text{BUILDING RELATED NEEDS}}{\text{BUILDING REPLACEMENT VALUE}}$$

The Current Year FCI is the ratio of Immediate Repair Costs to the building's Current Replacement Value.

FCI CONDITION RATING	DEFINITION	PERCENTAGE VALUE
<b>Excellent</b>	In new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies.	0% to 5%
<b>Good</b>	Subjected to wear and soiling but is still in a serviceable and functioning condition.	> 5% to 10%
<b>Fair</b>	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	> 10% to 30%
<b>Poor</b>	Has reached the end of its useful or serviceable life. Renewal is now necessary.	> 60%





# FACILITY CONDITION INDEX

A *ratio* that evaluates a **building's** overall condition

$$\text{FACILITY CONDITION INDEX (FCI)} = \frac{\text{BUILDING RELATED NEEDS}}{\text{BUILDING REPLACEMENT VALUE}}$$

## Example:

FCI Analysis   Town Hall(1855)			
Replacement Value	Total SF	Cost/SF	
\$ 7,913,700	17,586	\$ 450	
		Est Reserve Cost	FCI
Current		\$ 2,700	0.0 %
3-Year		\$ 9,500	0.1 %
5-Year		\$ 161,300	2.0 %
10-Year		\$ 907,000	11.5 %





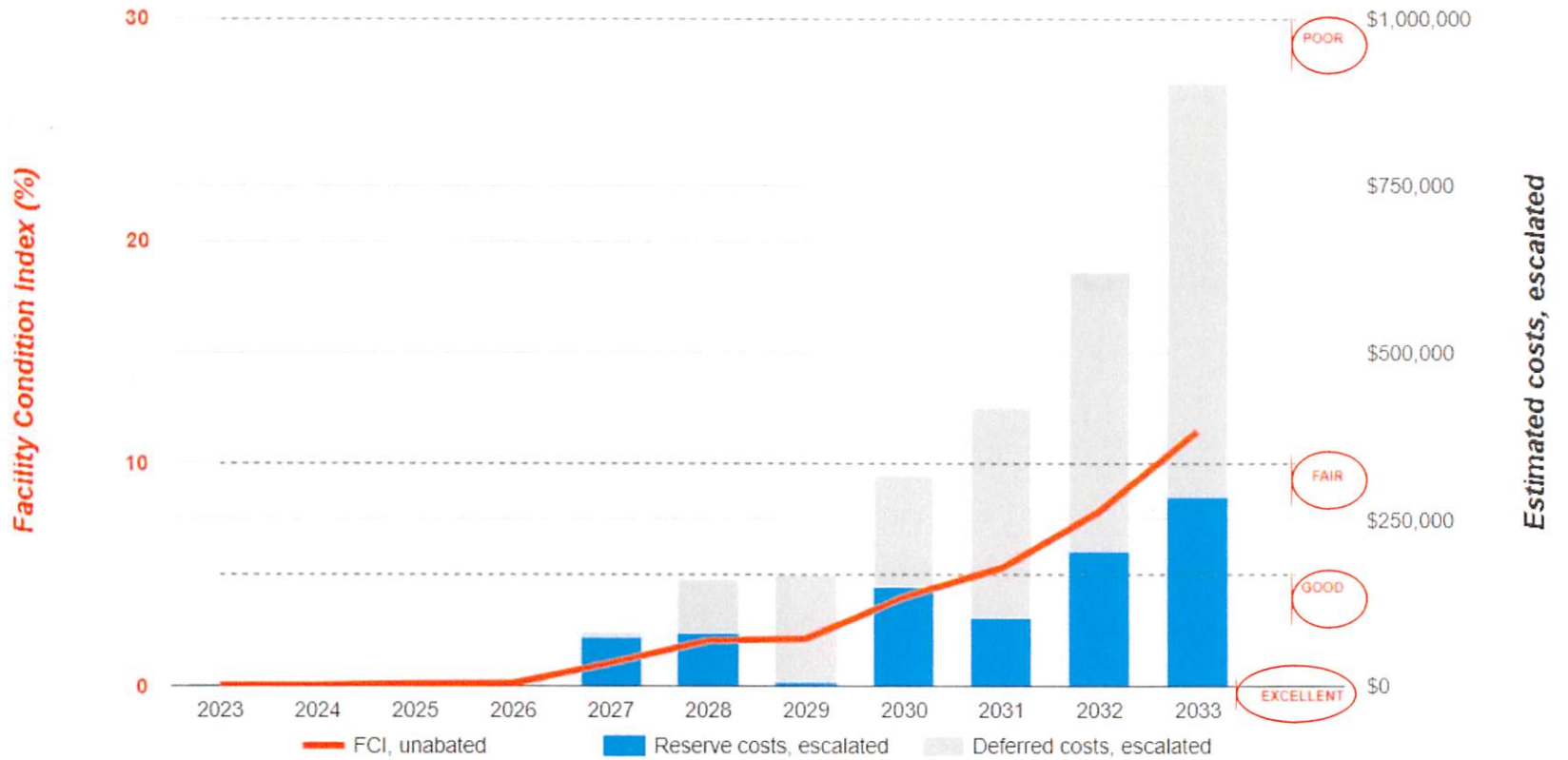
# Example:

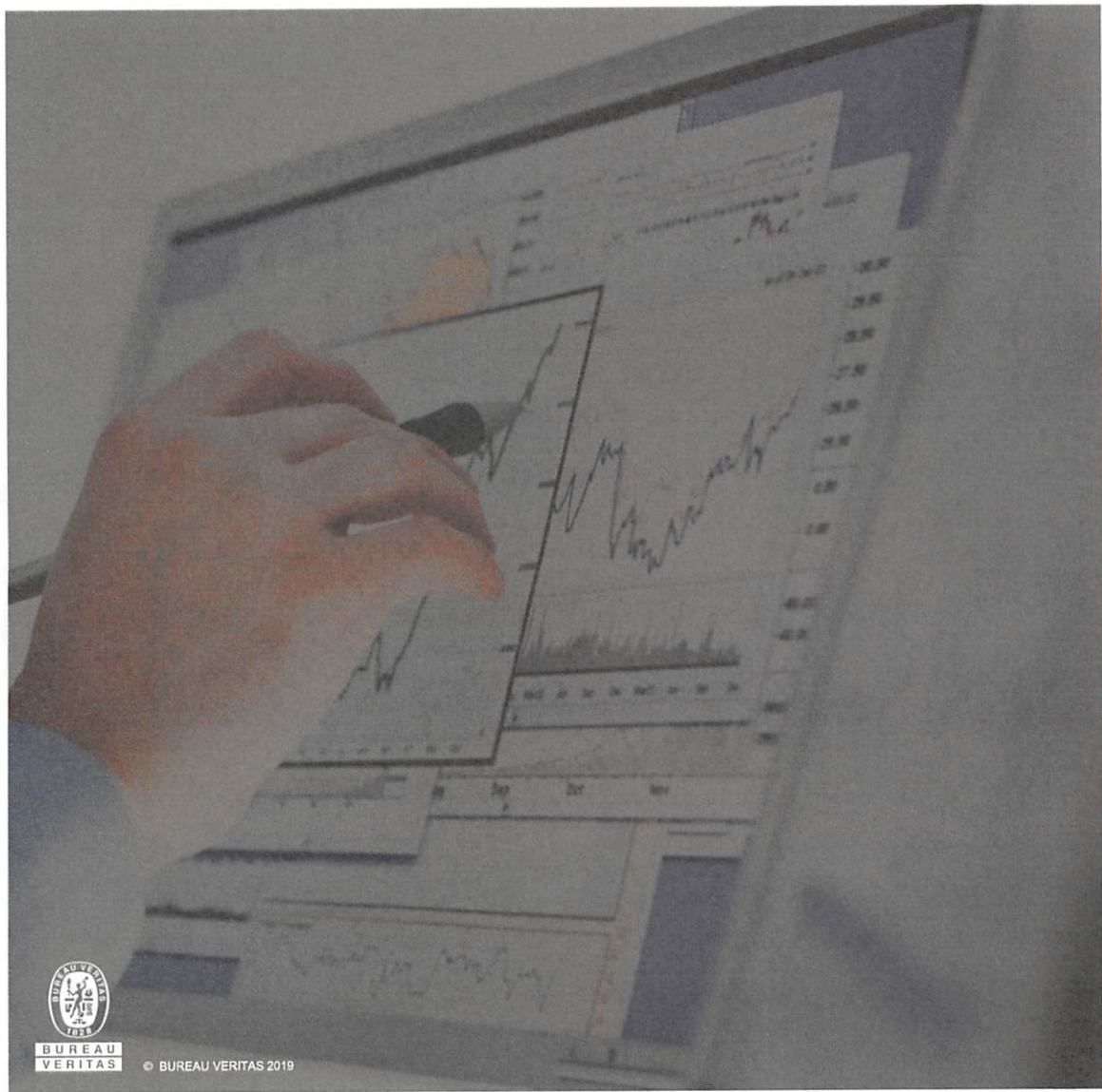
## FCI Analysis: Town Hall

Replacement Value: \$7,913,700

Inflation Rate: 3.0%

Average Needs per Year: \$82,500





# FINDINGS



BUREAU  
VERITAS

© BUREAU VERITAS 2019

# 10 YEAR NEEDS & FCI

## SUMMARY

Facility (year built)	Cost/SF	Total SF	Replacement Value	Current	3-Year	5-Year	10-Year				
Historical Society Building (1893)	\$450	4,860	\$2,187,000	0.4%	\$9,200	3.6%	\$79,100	9.4%	\$205,600	13.4%	\$292,500
Parks/Recreation Building (Court Street) (1848)	\$400	6,864	\$2,745,600	0.6%	\$15,400	1.0%	\$28,300	3.1%	\$85,000	15.8%	\$433,200
Parks/Recreation Building (Hampton Road) (1890)	\$400	5,928	\$2,371,200	3.2%	\$76,800	8.6%	\$202,900	15.4%	\$364,700	25.7%	\$608,300
Parks/Recreation Garage (2000)	\$310	960	\$297,600	0.0%	\$0	12.1%	\$36,000	16.2%	\$48,300	19.8%	\$59,000
Public Safety Complex (1979)	\$425	18,211	\$7,739,675	0.0%	\$0	1.0%	\$75,500	4.3%	\$333,900	18.2%	\$1,411,400
Public Works Campus (1969)	\$310	23,758	\$7,362,150	0.2%	\$14,900	7.9%	\$581,700	14.6%	\$1,072,600	33.1%	\$2,437,800
Rec Bath House/Concession (1974)	\$350	2,350	\$822,500	1.6%	\$13,600	11.9%	\$97,800	20.5%	\$168,500	72.1%	\$593,000
Senior Center (1841)	\$350	4,588	\$1,605,800	0.0%	\$0	2.3%	\$37,100	7.2%	\$115,300	22.4%	\$360,300
Town Hall (1855)	\$450	17,586	\$7,913,700	0.0%	\$2,700	0.1%	\$9,500	2.0%	\$161,300	11.5%	\$907,000
Town Offices (1892)	\$450	9,744	\$4,384,800	0.0%	\$0	5.2%	\$226,000	15.5%	\$680,100	27.9%	\$1,221,900



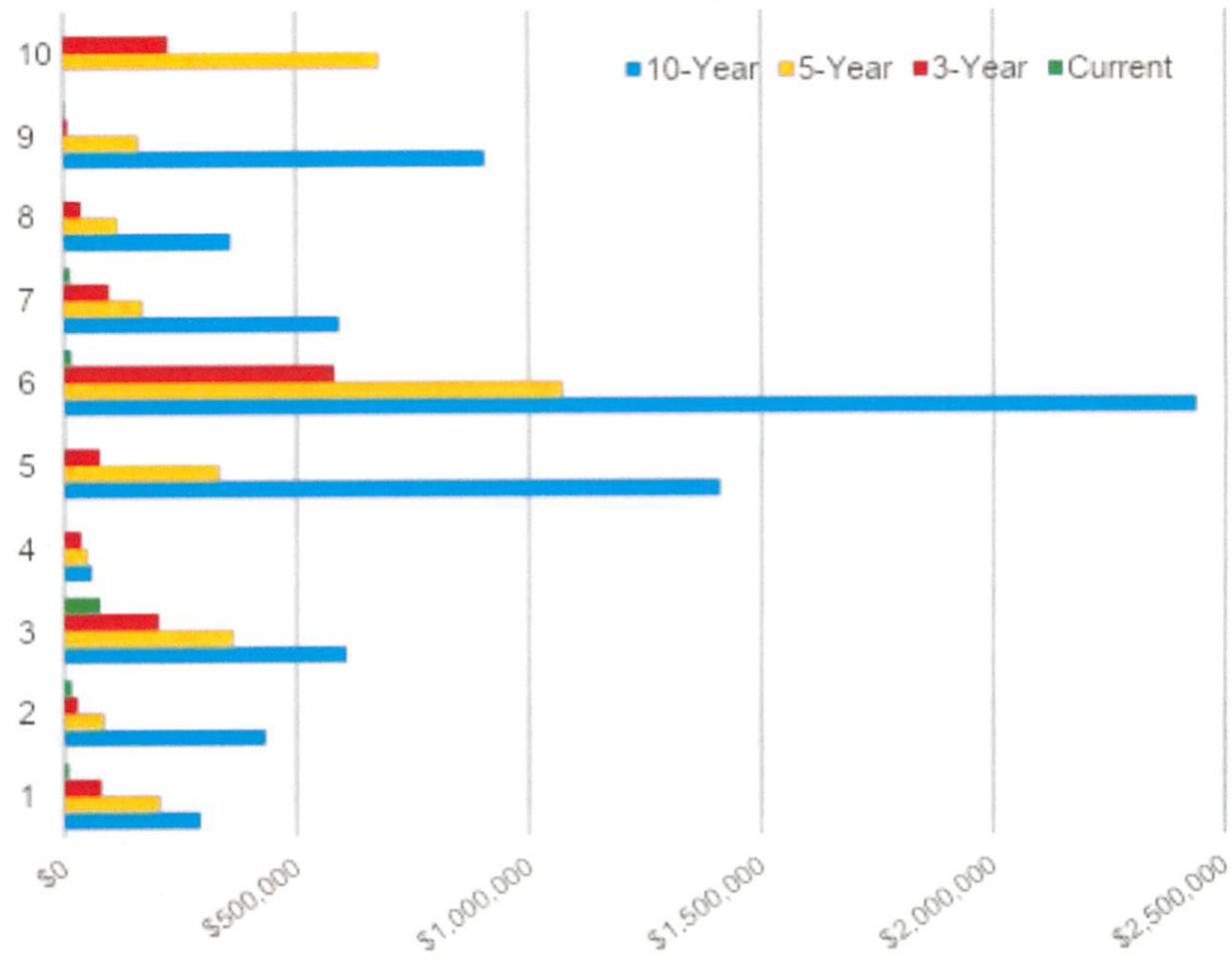
BUREAU  
VERITAS

10 YEAR NEEDS & FCI



# FACILITIES NEEDS (\$)

Current, 3-Year, 5-Year, 10-Year (Cumulative)





# Facility Condition Assessment

\$TBD in 2024 through 2029

Page 2

13 Town owned buildings

Avg Needs per Year over 10 Years     \$750,600

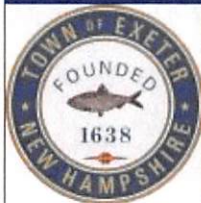
Current Building Maintenance Budget

Individual building maintenance     \$ 63,000

Maintenance projects fund     \$100,000

Total:     \$163,000

4.6 times increase



## KEY FINDINGS - *Priorities*



### Exterior Walls in Poor condition.¶

¶ any painted surface¶  
 Highway·Garage·Building·Public·Works·  
 Campus·Building·Exterior¶  
 ¶  
 Unifomat Code: B2010¶  
 Recommendation: **Prep & Paint in 2024**□

Priority Score: 89.7¶  
 ¶  
 Plan Type: ·  
 Performance/Integrity¶  
 ¶  
 Cost Estimate: \$40,000¶  
 ¶  
 \$\$\$\$□

▪ Siding is weathered - - - AssetCALC ID: 5922946□



### Exterior Walls in Poor condition.¶

¶  
 Brick¶  
 Historical·Society·Building··Building·Exterior¶  
 ¶  
 Unifomat Code: B2010¶  
 Recommendation: **Repair and Tuckpoint in 2023**□

Priority Score: 89.9¶  
 ¶  
 Plan Type: ·  
 Performance/Integrity¶  
 ¶  
 Cost Estimate: \$9,100¶  
 ¶  
 \$\$\$\$□

▪ Areas over windows and decorative brick molding around perimeter - - - AssetCALC ID: 5909899□



### Roofing in Poor condition.

Asphalt Shingle, 30-Year Premium  
 Parks/Recreation Garage Roof

Unifomat Code: B3010  
 Recommendation: **Replace in 2024**

Priority Score: 89.8  
  
 Plan Type:  
 Performance/Integrity  
  
 Cost Estimate: \$15,400  
  
 \$\$\$\$

The roof has moss growing on it. It is past recommended useful life. - AssetCALC ID: 5994517

## Exterior Painting/Siding

- Parks/Rec – Hampton Rd
- Tuck pointing – Historical Society
- Siding/metal panels, Public Works Campus

## Exterior items:

- Roofing – Parks/Rec Garage
- Rusted Town Hall stairs



## KEY FINDINGS - *Priorities*



### Fueling Station in Poor condition.

Lump Sum, All Components  
Site Public Works Campus Site

Uniformat Code: G3060  
Recommendation: **Replace in 2024**

Priority Score: **85.8**

Plan Type:  
Performance/Integrity

Cost Estimate: \$358,800

\$\$\$\$



### Parking Lots in Poor condition.

Pavement, Asphalt  
Site Parks/Recreation Building (Hampton Road) Parking lot

Uniformat Code: G2020  
Recommendation: **Mill & Overlay in 2025**

Priority Score: **84.7**

Plan Type:  
Performance/Integrity

Cost Estimate: \$85,800

\$\$\$\$

Areas of cracking and weathered throughout - AssetCALC ID: 5959321



### Fences & Gates in Poor condition.

Fence, Chain Link 8'  
Site Rec Bath House/Concession Site

Uniformat Code: G2060  
Recommendation: **Replace in 2023**

Priority Score: **81.9**

Plan Type:  
Performance/Integrity

Cost Estimate: \$71,200

\$\$\$\$

Corrosion, damage throughout - AssetCALC ID: 5971763



603.661.1400

## Site Improvements

- Parking lot – Hampton Rd.
- Fencing – Bath house
- Fueling Stating



## KEY FINDINGS - *Priorities*



### Structural Framing in Poor condition.

Steel Columns & Beams  
 W/S Garage and Wash Bay Public Works  
 Campus Building Structure  
 Unifomat Code: B1010  
 Recommendation: **Reinforce in 2024**

Priority Score: **61.8**  
 Plan Type:  
 Retrofit/Adaptation  
 Cost Estimate: \$72,500  
 \$\$\$\$

Per structural engineer's report, girts carry 85% of required snow load. Budget cost assumes new girts to be installed at 25% of framed roof area. AssetCALC ID: 5921026



### Structural Framing in Poor condition.

Steel Columns & Beams  
 Highway Garage Building Public Works  
 Campus Building Structure  
 Unifomat Code: B1010  
 Recommendation: **Reinforce in 2024**

Priority Score: **61.8**  
 Plan Type:  
 Retrofit/Adaptation  
 Cost Estimate: \$220,600  
 \$\$\$\$

Structural engineer's report indicates need for additional girts, reinforcement of 8x4 and 6x10 columns, and primary structural bents are not sufficient to handle live load as required by current building code. Budget allowance assumes 40% of the building SF as quantity of additional structure required to meet expected snow loads. AssetCALC ID: 6309129

## Structure:

- Public Works garages need structural reinforcement to meet current snow load requirements





# SYSTEM EXPENDITURE FORECAST

## *Expenditure Forecast, Years 0-5*

***\$4.3 Million  
Needs Across  
10 Facilities***



# SYSTEM EXPENDITURE FORECAST

## *Expenditure Forecast, Years 6-10*

***\$5.9 Million  
Needs Across  
10 Facilities***



# SYSTEM EXPENDITURE FORECAST

## Expenditure Forecast, Years 11-20

Site Developer, \$395,384  
 Site Pavement, \$231,435  
 Structure, \$1,378  
 Facade, \$51,604  
 Roofing, \$95,813

Fire Alarm & Electronic Systems, \$651,548

**\$6.3 Million Needs Across 10 Facilities**

Electrical, \$1,193,055

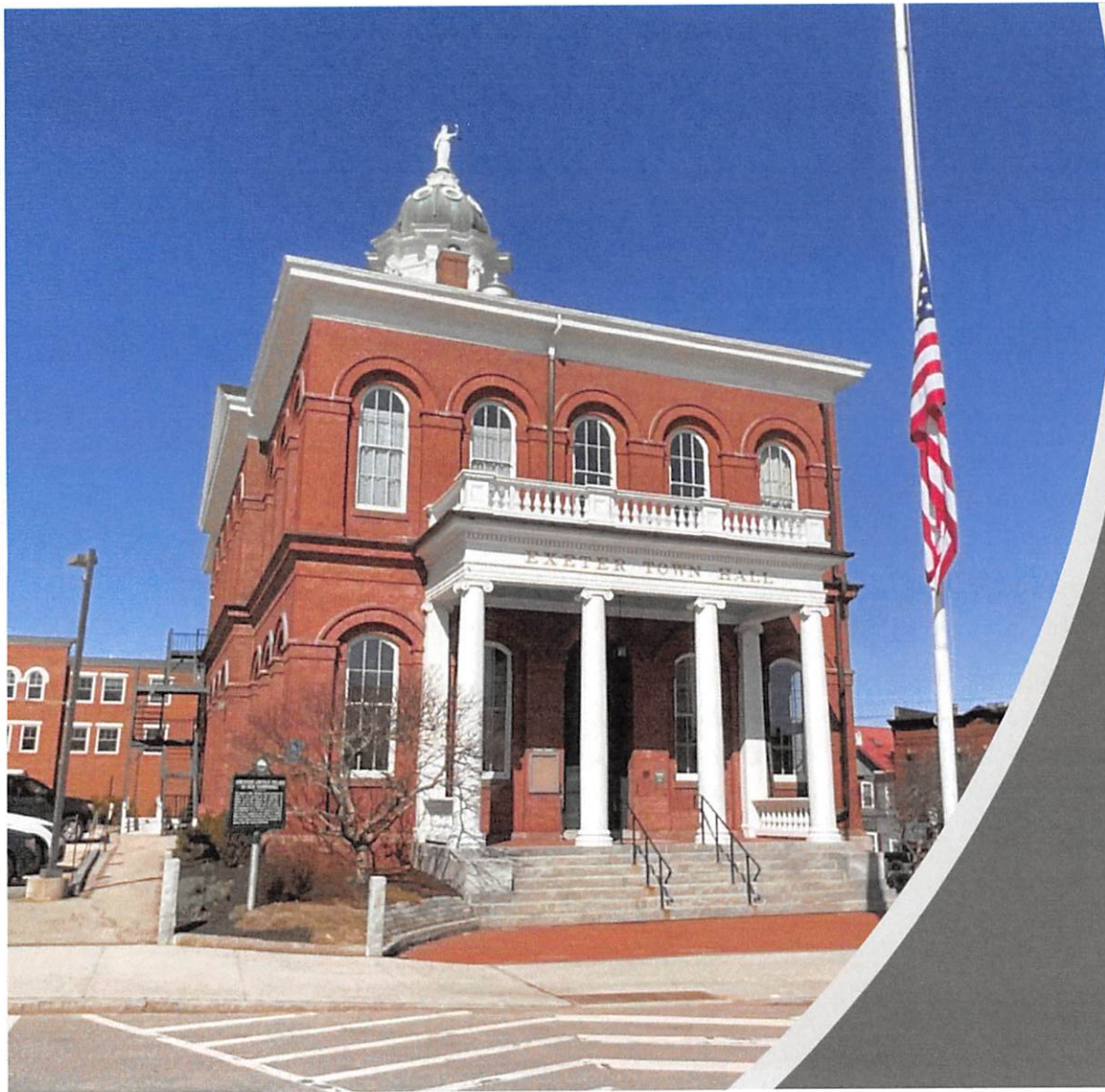
Interiors, \$1,644,229

Conveying, \$10,749

Fire Protection, \$56  
 HVAC, \$643,556  
 Plumbing, \$828,114







# TOWN HALL

# FACILITY OVERVIEW

Reserve Summary	IMMEDIATE	2-Year	5-Year	10-Year	20-Year
Totals, Unescalated	\$3,637	\$9,294	\$143,203	\$718,114	\$1,404,523
<b>Totals, Escalated (3.00% inflation, compounded annually)</b>	<b>\$3,637</b>	<b>\$9,623</b>	<b>\$162,604</b>	<b>\$908,262</b>	<b>\$2,039,072</b>

Average yearly investment: \$101,954 Show year by year



## Site Information

Edit

Assessment Date	03/28/2023
Facility	Town Hall
Replacement Value	\$7,913,700
Street	9 Front Street
City	Exeter
State	NH
Zip	03833
Building Type	Community Centers / Special Interest Facilities
BV Project Number	157332.22R000-001.354
Number of Parking Spaces	13
Total Acres	0.47
Total Square Footage	17586
Year Built	1855
GPS	42 9812329, -70 9470174



BUREAU  
OF PUBLIC WORKS

www.exeter-nh.gov



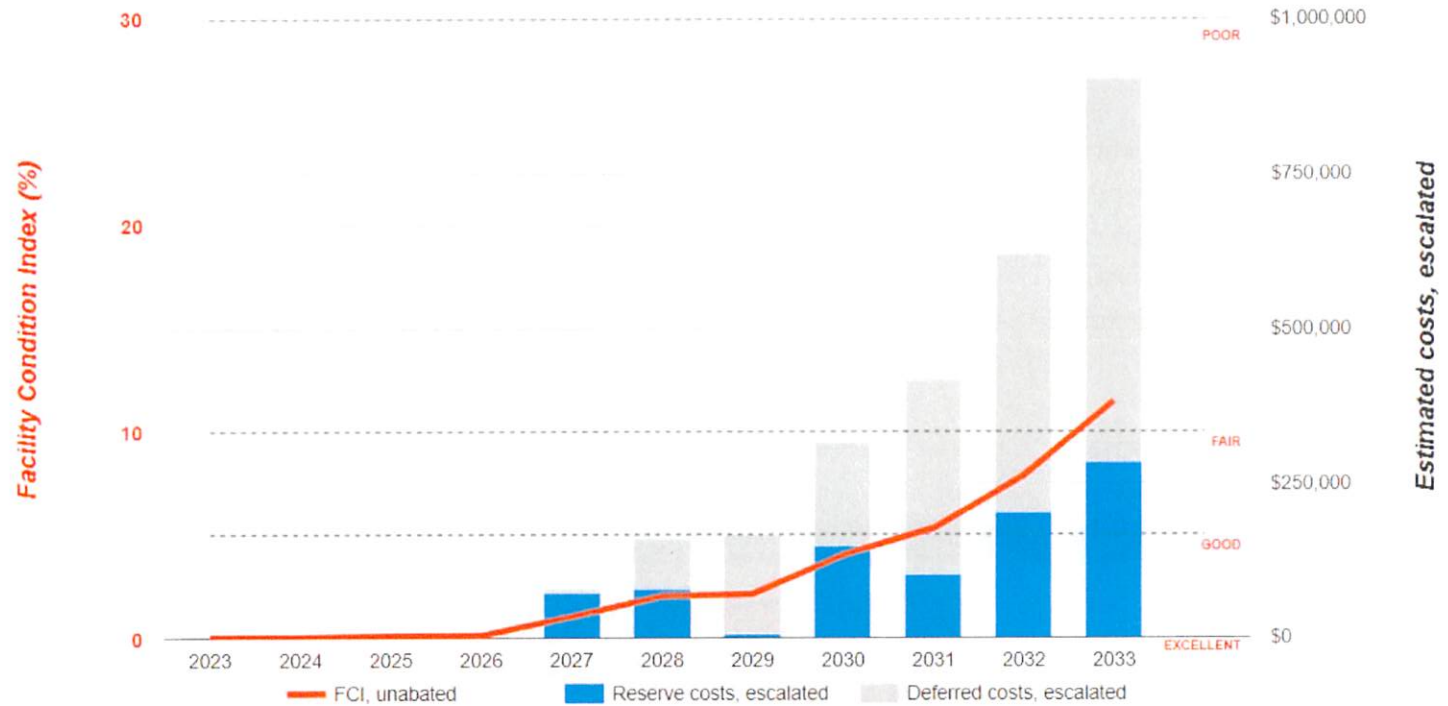
# FACILITY FCI

## FCI Analysis: Town Hall

Replacement Value: \$7,913,700

Inflation Rate: 3.0%

Average Needs per Year: \$82,500



# SYSTEM BASED NEEDS

## System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Structure	-	\$459	-	-	\$617	\$1,076
Facade	\$2,656	\$5,149	-	-	\$243,095	\$250,900
Roofing	-	-	-	\$47,812	-	\$47,812
Interiors	-	-	\$125,309	\$120,588	\$348,530	\$594,427
Conveying	-	-	-	\$99,032	\$10,749	\$109,781
Plumbing	-	-	\$19,514	\$164,471	\$232,858	\$416,843
HVAC	-	-	\$8,158	\$179,258	\$18,689	\$206,105
Fire Protection	-	-	-	\$7,232	\$9,720	\$16,952
Electrical	-	-	-	\$32,270	\$228,928	\$261,198
Fire Alarm & Electronic Systems	-	-	-	\$94,995	-	\$94,995
Site Pavement	\$981	-	-	-	\$37,116	\$38,097
Site Development	-	\$378	-	-	\$508	\$886
<b>TOTALS (3% inflation)</b>	<b>\$3,700</b>	<b>\$6,000</b>	<b>\$153,000</b>	<b>\$745,700</b>	<b>\$1,130,900</b>	<b>\$2,039,300</b>

## Key Projects

Year 1-2:

- Handrails, Paint, Fence

Year 3-5:

- Interior finishes
- HVAC
- Fire alarm

Year 6-10

- Wall, floor finishes
- Plumbing system
- HVAC

Year 11-20:

- Exterior paint, windows
- Interior finishes





## CONCLUSIONS / RECOMMENDATION

- Facilities will generally be in “fair” condition through the next 10 years
- High dollar forecasted expenditures include the fueling station and structural upgrades at the Public Works campus.



BUREAU  
VERITAS

© BUREAU VERITAS 2019



**BUREAU  
VERITAS**

---

**THANK YOU**

6021 University Blvd., Suite 200  
Ellicott City, Maryland 21043

## Fund Balance Discussion



Town of Exeter, NH

Fiscal Year 2023

Use of Fund Balance in Setting Tax Rate

	If the Annual Budget is:	Undesignated Fund Balance DRA Recommended	Undesignated Fund Balance DRA Recommended	Undesignated Fund Balance GFOA Recommended	Undesignated Fund Balance GFOA Recommended
		5%	10%	8%	17%
Budget	25,000,000	1,250,000	2,500,000	2,000,000	4,250,000
Budget	30,000,000	1,500,000	3,000,000	2,400,000	5,100,000
Budget	35,000,000	1,750,000	3,500,000	2,800,000	5,950,000
Budget	40,000,000	2,000,000	4,000,000	3,200,000	6,800,000
Budget	45,000,000	2,250,000	4,500,000	3,600,000	7,650,000
Budget	50,000,000	2,500,000	5,000,000	4,000,000	8,500,000
Budget	60,000,000	3,000,000	6,000,000	4,800,000	10,200,000
Budget	72,500,000	3,625,000	7,250,000	5,800,000	12,325,000
<b>Appropriations (General)</b>					
2023 Town (note 1)	21,622,983	1,081,149	2,162,298	1,729,839	3,675,907
2023 Schools (note 2)	44,505,229	2,225,261	4,450,523	3,560,418	7,565,889
2023 Statewide Edu. Tax	4,125,956	206,298	412,596	330,076	701,413
2023 County (estimate)	2,144,243	107,212	214,424	171,539	364,521
Total All Components	72,398,411	3,619,921	7,239,841	5,791,873	12,307,730

Note 1: 2023 GF operating budget PLUS warrants from taxation

Note 2: 2023 (May) School numbers net of state aid & statewide property tax

	<u>\$300K</u>	<u>\$500K</u>			
Tax Rate Setting FB	4,858,356	4,858,356	<i>based on 12/31/2022 draft audited financial statements</i>		
2023 Voted from Fund Bal.	(511,771)	(511,771)			
Available	4,346,585	4,346,585			
2023 Recommended for Use	(300,000)	(500,000)			
Balance at 12/31/2023	4,046,585	3,846,585			
Remaining Fund Balance as a Percentage of All Appropriations	5.59%	5.31%			



Town of Exeter, NH

Fiscal Year 2023

Use of Fund Balance in Setting Tax Rate

	Town Portion using \$300K of FB		Town Portion using \$500K of FB	Net Taxable Valuation 2,242,007,713
Gross Town Appropriations	47,449,343		47,449,343	
Less: Bond Proceeds	12,827,645		12,827,645	includes Siphons 3.5M
Less: Water Fund Revenues	4,561,870		4,561,870	
Less: Sewer Fund Revenues	6,846,165		6,846,165	
Less: General Revenues - 1 (projected)	7,671,135		7,671,135	
Less: General Revenues - 2 (WW SAG)	1,078,909		1,078,909	
Less: Voted from Fund Balance	511,771		511,771	CIP Warrant Articles
<b>Less: Fund Balance Reduction</b>	<b>300,000</b>		<b>500,000</b>	
Net Town Tax Effort	13,651,848		13,451,848	
Add: Overlay (projected)	150,000		150,000	
Add: War Service Credits (projected)	288,000		288,000	
Total Town Appropriation	14,089,848		13,889,848	
Approved Town Tax Effort	14,089,848		13,889,848	
<b>Municipal Tax Rate (projected)</b>	<b>6.28</b>		<b>6.20</b>	
Change from Prior Year Rate (5.96)	0.32		0.24	
<b>Impact on \$300K Home (Annual)</b>	<b>97.34</b>		<b>70.58</b>	

Town of Exeter, NH

Fiscal Year 2023

Projection of General Revenues at Year-End

	FY '23 PROJECTED	Change from FY '22
Interest Penalties	169,800	41,781
LUCT Tax	60,150	35,150
Yield tax	5,000	(1,630)
PILOT	43,000	500
Excavation	500	500
Other Tax	4,800	4,729
Motor Vehicles	3,150,000	(51,289)
Building Permits	550,000	252,542
Other Permits	138,000	(78,361)
From Federal Govt (FEMA)	-	(88,064)
Revenue Sharing	-	-
Meals & Rooms	1,400,000	(16,148)
Highway Block	310,825	8,845
WW Grant	-	-
NH Charitable Foundation	-	-
Other Grants (EM, PTAP)	28,640	(89,282)
Income Depts	1,162,800	127,244
Sale of Property	4,700	4,700
Investment Interest	245,000	219,913
Miscellaneous Revenue	31,350	(52,441)
EMS Transfer	261,570	83,476
Capital Projects Fund Transfer	105,000	105,000
<b>Total</b>	<b>7,671,135</b>	<b>507,164</b>

Town of Exeter, NH

Fiscal Year 2023

Warrant Articles and Funding Sources

Article	2023 Ballot	Appropriations	General	Bonds	Water	Sewer	Fund Balance
1	Election of Officers	NA					
2	Zoning	NA					
3	Police Station and Fire Substation	-		-			
SP-1	Squamscott Sewer Siphons	3,500,000		3,500,000			
4	Westside Drive Reconstruction	6,020,000		6,020,000			
5	Intersection Improvements	798,000		798,000			
6	Solar Array Landfill Property	1,609,645		1,609,645			
7	Groundwater Source Development	500,000		500,000			
8	Court Street Sewer Pump St.	400,000		400,000			
9	Choose Town Officers	NA					
10	GF Operating Budget	21,287,697	21,287,697				
11	WF Operating Budget	4,549,370			4,549,370		
12	SF Operating Budget	7,432,301				7,432,301	
13	Vactor Truck Replacement	100,273				100,273	
14	Sewer Capacity Rehabilitation	380,000				380,000	
15	Linden Street Bridge Rehabilitation	295,000	295,000				
16	Sidewalk Tractor #57 Replacement	40,286	40,286				
17	Parks Improvement Fund	100,000					100,000
18	Sick Leave Trust Fund	100,000					100,000
19	Highway Truck Replacement	53,558					53,558
20	Public Works Facility Garage	50,000			12,500	12,500	25,000
21	Downtown Parking, Ped., Traffic	50,000					50,000
22	Conservation Fund	50,000					50,000
23	Snow and Ice Deficit	50,000					50,000
24	Fire Inspector Vehicle	49,313					49,313
25	ADA CRF and Study	25,000					25,000
26	Town Hall Revolving Fund	5,000					5,000
27	Swasey Parkway Trust Fund	3,900					3,900
28	Appoint Town Treasurer	NA					
29	CATV Fund Amendment	NA					
30	Re-establish Veteran's Credit	NA					
31	Swasey Parkway Access	NA					
32	Limit Single Use Plastic	NA					
<b>Totals</b>		<b>47,449,343</b>	<b>21,622,983</b>	<b>12,827,645</b>	<b>4,561,870</b>	<b>7,925,074</b>	<b>511,771</b>

**Appropriations Breakdown:**

General Fund Appropriations - Non Fund Balance	21,622,983
Bonds	12,827,645
Grant/ Other	-
Fund Balance	511,771
Water Fund	4,561,870
Sewer Fund	7,925,074
<b>Gross Appropriations</b>	<b>47,449,343</b>

**Funding Sources:**

Taxes	13,651,848
Bond Proceeds	12,827,645
Water Revenues	4,561,870
Sewer Revenues	7,925,074
Grant/ Other	-
Amounts Voted from Fund Balance	511,771
General Revenues	7,971,135
<b>Total Sources of Funding</b>	<b>47,449,343</b>

## **Tax Abatements, Veterans Credits & Exemptions**



## Permits & Approvals

## Correspondence



25 WALNUT STREET  
PO BOX 428  
NASHUA, NH 03061-0428

(603) 882-5191  
FAX (603) 913-2305

WWW.PENNICHUCK.COM

October 19, 2023

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

Re: Pennichuck Water Works, Inc. – Estimated Water Rate Increase

Dear Mr. Russell Dean:

On behalf of Pennichuck and its water utility companies, I wanted to make you aware that Pennichuck Water Works, Inc. (“PWW”) has filed a Notice of Intent (“NOI”) to file a rate case with the New Hampshire Public Utilities Commission (“PUC”) on October 13, 2023 (see notice attached). This NOI was filed by PWW in conjunction with Pennichuck East Utility, Inc. (“PEU”) and Pittsfield Aqueduct Company, Inc. (“PAC”). The Company is requesting the PUC approve an increase in PWW’s rates, to allow:

- PWW to collect sufficient revenues to pay for increases in the Company’s current operating expenses which have occurred over the past couple of years, due to inflation and other factors, and
- To approve the consolidation of the Companies three regulated utilities (PWW, PEU, and PAC) into one entity, with PWW being the surviving entity and owner of the franchise service areas of the utilities.
- This case will be based upon a test year of 2022; PWW last had an increase in its base (or permanent) rates for the test year of 2021.

The Company has received approval of recovery, for its investments in infrastructure over the past year via the Company’s annual Qualified Capital Project Adjustment Charge (“QCPAC”), which is a fundamental element of the Company’s rate structure, as a debt-only funded regulated water utility. The accumulated annual charge associated with the QCPAC since 2021, will be a component of the overall new permanent rates being sought, with the net impact of the requested

*Town Manager's Office*

OCT 23 2023

*Received*

rate increase being the component of that increase over and above the amounts already included as a part of the annual QCPAC surcharges.

The filing of a rate case with the PUC involves the following steps:

- Notice of Intent to File Rate Schedules, which must state an estimate of the projected increase in rates. **This was filed on October 13, 2023.**
- A complete Rate Case filing, which includes the final proposed change and consolidation of rates, and all testimony, exhibits and schedules required under PUC rules and regulations. This must be filed no earlier than 30 days after the date of the NOI, and no later than 60 days after the date of the NOI. As such, the full rate case is to be filed on or after November 12, 2023, but before December 12, 2023. **It is the company's intention to file the case on or about November 15, 2023.**
- The PUC will open a docket for the Rate Case and issue an Order of Notice scheduling a prehearing conference to address timing and other procedural aspects. **We expect this prehearing conference to occur sometime in December 2023 or January 2024.**
- PWW's Rate Case will not include a request that the PUC allow a "temporary" rate increase during the pendency of the Rate Case. As such, the rate request being sought in this docket will be seeking approval of the consolidated structure and new rates on a prospective basis, going forward, once final approval is received. **It is the company's goal that the case be completed, and the consolidated structure and new rates be approved and effective as of January 1, 2025.**
- The PUC will approve a detailed procedural schedule for the docket, which will include discovery and testimony by Department of Energy ("DOE") Staff, the Office of Consumer Advocate, and any other parties which petition for and are approved as Intervenors to the case. **A final hearing on the requested consolidation and permanent rates is likely to be held in the Summer of 2024.**

PWW's NOI states its best current estimate as of the date of this notice filing, as to the amount of the base rate increase that PWW will ultimately seek approval for when it files the case in mid-November. As such, this noticed increase will be finalized and "trued up" within the next 30 days as PWW completes its full Rate Case filing documents, which will be filed in its entirety with the PUC in the timeframe specified above.

The current base rate increase set forth in the NOI is to increase the consolidated PWW, PEU and PAC base annual revenues by approximately \$7.0 million, which represents an aggregate increase in base rates of about 14.0%.

As will be carefully documented, supported and substantiated in PWW's full Rate Case filing, this increase is appropriate and reasonable for the following reasons:

- The underlying cost of PWW's operating expenses have increased since it's last approved rate increase in certain areas at higher than the rate of inflation.



- PWW's usage of certain operating costs have changed (upwards or downwards) based upon factors relating to the ongoing operation of the utility, as well as forces impacting that operation outside of the utility's ability to control, including the cost and requirements to treat water within existing and emerging drinking water standards.
- PWW invested and borrowed \$5.8 million in 2022 (since its last rate case). PEU and PAC have invested and borrowed \$7.9 million between 2020 and the end of 2022 (since their last rate cases) resulting in \$13.9 million in new capital projects or infrastructure replacement that is currently being recovered from PWW and PEU rate payers via a QCPAC surcharge. The QCPAC surcharge for that capital work will be eliminated as part of the proposed rate filing.
- The overall increase in rates and base annual revenues is inclusive of all of these factors, as well as the net overall impact of consolidating the three regulated utilities into one entity, in serving customers in the State of New Hampshire, in Pennichuck's currently authorized franchise areas, and includes the revenues needed to pay for necessary operating expenses, over and above what has already been authorized in the Company's annual Qualified Capital Project Adjustment Cost (QCPAC) surcharge filings.
- The impact on individual rate payers, based upon an average single family residential customer will be amongst the schedules included in the full rate case filing in November, and for which individual customer notices will be mailed directly to customers within weeks of the filing with the PUC. Based upon the overall consolidation and impacts of this filing, it is anticipated that the impact on an average single family residential customer, on a monthly dollar impact basis, will either be moderate, extremely low, or in many cases, favorable compared to current rates.

The requested rate increase is consistent with the City of Nashua's overall forward-looking plan when it acquired Pennichuck in January 2012. Because the City does not seek to charge a profit for Pennichuck's water utility service, and because the cost of operating PWW as a municipally owned, debt-only funded utility is lower than if Pennichuck were still privately-owned, the requested rate increase is lower than would be the case at this time, if the City had not acquired Pennichuck. The approval by the PUC of the consolidation of the regulated water utility entities into one entity is further needed to insure current financial stability and viability of the Company as a whole, but also to maintain the core mission of the Company in providing clean, safe water to all of the customers served by Pennichuck, regardless of town or community served, in a prudent, cost effective and reliable manner.

It is the intent of the Company to keep the communities we serve informed as we proceed through the regulatory processes. I would appreciate your sharing the information provided with your community's governing Board.

A copy of the Notice of Intent to File Rate Schedules is available on the Company's website ([www.Pennichuck.com](http://www.Pennichuck.com)). In addition, once the docket has been opened at the PUC, you may follow the proceeding on the PUC website: <http://www.puc.state.nh.us>.

In addition, members of the Company staff are available to meet with you or the community's governing body to discuss:

- the rate filing process,
- the underlying aspects and considerations of the consolidation, and
- the estimated rate increases we will be filing for in the November filing that is pending.

Please reach out to me directly, should you wish to schedule a time and date to do this.

After nearly 10 years of City ownership of Pennichuck Corporation, the regulated water utility subsidiaries of PWW, PEU and PAC specifically, continue to provide high quality water service, with important and ongoing investments in safe and secure infrastructure, and with excellent customer service, at rates that are lower than they would have been under prior private ownership.

One of the key goals in this particular rate request filing, is the approval being sought which would provide for a consolidated water rate structure that is more uniform, and at levels that are sustainable for the long term, in serving all of Pennichuck's customers, in all 29 towns and communities served by the utility.

Please feel free to call me at 603-913-2312 if you need any further information or clarification, or to set up a time to meet on this topic, either in person, or virtually.

Sincerely,



Larry D. Goodhue  
Chief Executive Officer

# COMMUNITY ACTION REPORT



New Hampshire Dept. of Revenue  
Municipal and Property Division  
PO Box 487  
109 Pleasant Street  
Concord, NH 03302-0487

Visit Subject	
1. Assessment Review	<input checked="" type="checkbox"/>
2. Monitoring	<input checked="" type="checkbox"/>
3. Education/Training	<input type="checkbox"/>
4. Other	<input type="checkbox"/>
Visit Method	
In Person	
AR Year	2024

Municipality Name				Date of Visit			
Exeter				October 19, 2023			
*Median Ratio	67.3	PRD	1.01	COD	14.6	**Weighted Ratio	65.5
*Measure of central tendency ratio used to compare individual property. **Weighted average ratio that the state applies to equalize a municipality's total value.							
Person(s) Contacted & Titles							
Name	Paul McKenney			Title	Contract Assessor		
Name	Ed Tinker			Title	Contract Assessor		
Name	Michelle McDonald			Title	Asst. Contract Assessor		
Report							
On October 19, 2023, Ben Lafond and I held the Revaluation Conference with the Assessing Contractors Paul McKenney, Ed Tinker & Michelle McDonald of Municipal Resources, Inc. We discussed the specifics of the upcoming 2024 revaluation, various aspects of the new contract, and estimated completion dates for key elements of the update project. In addition we reviewed the monitoring procedures of the DRA and contractor reporting expectations.							
Other Comments							
Please contact me anytime with assessing-related questions at (603) 230-5094 or at <a href="mailto:william.e.loranger@dra.nh.gov">william.e.loranger@dra.nh.gov</a>							
Tentative Date and Time of Next Visit or Follow-Up							
Date	TBD			Time			
Items to be Covered at Next Visit							
TBD							
DRA Employee	William E. Loranger			Date	October 23, 2023		
Signature	BL 10/23/23						



## Rockingham County Treasurer

119 North Road  
Brentwood, New Hampshire 03833

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

October 17, 2023

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

Dear Select Board,

Enclosed is the 2023 Rockingham County Warrant. The amount of the warrant is \$2,144,243. Payment is due by Monday, December 18, 2023.

Please notify us if you choose to transfer the payment by wire or ACH and we will make arrangements for receipt of funds; please contact Elaine Newbury at 603-679-9364 for instructions by December 8th.

Your attention and processing of this Warrant is appreciated.

Sincerely,

Scott G. Priestley, Sr., Rockingham County Treasurer

Enc.

*Town Manager's Office*

OCT 19 2023

*Received*





# Rockingham County Treasurer

---

119 North Road  
Brentwood, New Hampshire 03833

Scott G. Priestley Sr., County Treasurer  
Tel. 603-679-9413 Fax. 603-679-9346  
[spriestley@co.rockingham.nh.us](mailto:spriestley@co.rockingham.nh.us)

STATE OF NEW HAMPSHIRE

ROCKINGHAM COUNTY

WARRANT OF COUNTY TREASURER

To the Select Board in the Town of Exeter in said County:

You are hereby required to assess upon the polls and property in said City liable to taxation, Two Million One Hundred Forty Four Thousand Two Hundred Forty Three Dollars and No Cents (\$2,144,243), being the just proportion of the county tax due from said town as granted by the last County Convention and to collect and pay the same to me on or before Monday the 18th day of December next, for the use of the County.

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

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

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

GIVEN UNDER MY HAND, THIS 17th DAY OF OCTOBER, 2023.

  
\_\_\_\_\_  
Scott G. Priestley, Sr.,  
Rockingham County Treasurer