

**Select Board Meeting**  
**Monday, January 8<sup>th</sup>, 2024, 6:50 p.m.**  
**Nowak Room, Town Offices**  
**10 Front Street, Exeter NH 03833**

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/86053142577>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 860 5314 2577

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. Board Interviews – Zoning Board of Adjustment, Energy Committee
3. Bid Opening – Septage Equipment
4. Bid Award – Kingston Road Project
5. Public Comment
6. Proclamations/Recognitions – Introduction of Steven Cronin, DPW Director
7. Approval of Minutes
  - a. Regular Meeting: December 18<sup>th</sup>, 2023
8. Appointments
  - a. Madison Bailey, Health Officer
9. Resignations
  - a. None
10. Discussion/Action Items
  - a. FY24 Operating Budget & Warrant Articles
  - b. Audit RFP Recommendation
  - c. Utility Easement Approval – Solar Array Project
  - d. Boards & Committees Update
11. Regular Business
  - a. Tax Abatements, Veterans Credits & Exemptions
  - b. Permits & Approvals
  - c. Town Manager's Report
  - d. Select Board Committee Reports
  - e. Correspondence
12. Review Board Calendar
13. Non-Public Session

#### 14. Adjournment

Niko Papakonstantis, Chair  
Select Board

Posted: 01/05/24 Town Office, Town Website

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

**AGENDA SUBJECT TO CHANGE**

## Board Interviews



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

1/8/23  
6:40 pm

### Statement of Interest Boards and Committee Membership

Committee Selection: ZBA - Zoning Board of Adjustment

New

Re-Appointment

Regular

Alternate

Name: Mark Lemos Email: Mark.Lemos01@gmail.com

Address: 81 front st Exeter NH Phone: 207-522-3518

Registered Voter: Yes  No

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

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If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

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I understand that: 1. this application will be presented to the Exeter Select Board only for the position specified above and not for subsequent vacancies on the same board; 2. The Town Manager and Select Board may nominate someone who has not filed a similar application; 3. this application will be available for public inspection.

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Select Board
- Following the interview the Board will vote on your potential appointment at the next regular meeting
- If appointed, you will receive a letter from the Town Manager and will be required to complete paperwork with the Town Clerk prior to the start of your service on the committee or board.

I certify that I am 18 years of age or older:

Signature: Mark Lemos Date: 12-13-2023

To be completed by Select Board upon appointment:

Date Appointed: \_\_\_\_\_ Term Ending: \_\_\_\_\_ Full: \_\_\_\_\_ Alternate: \_\_\_\_\_

# Mark Lemos

81 Front St  
Exeter NH 03833

207-522-3518

Mark.Lemos01@gmail.com

## EDUCATION —

05/2005 – 09/2009  
Bachelor of Arts  
University of Maine,  
Farmington, ME

## EXPERIENCE

*02/2023 – Present*

EMS Specialty Instructor – EMS in the Warm Zone, TECC  
New Hampshire Department of Safety  
33 Hazen Dr  
Concord, NH

*05/2022 – 01/2023 Full time*

Range Safety Officer  
Sig Sauer Academy  
233 Exeter Rd  
Epping, NH, 03042

*05/2019 – 12/2021 Full time*

Deputy Sheriff • School Resource Officer Division •  
Henderson County Sheriff's Office  
100 N. Grove St  
Hendersonville, NC, 28792

*11/2020 – 12/2021 Per Diem*

TECC-LEO Lead instructor • Adjunct EMS Instructor - Basic EMT  
Instructor  
Blue Ridge Community College  
180 W. Campus Drive  
Flat Rock, NC 28731

*05/2017 – 06/2018 Per Diem*

Patrol Officer • Reserve •  
Freeport Police Department  
30 Maine St,  
Freeport, ME 04032

*08/2011 – 02/2017 Full time*

Police Officer • Patrol •  
Auburn Police Department  
60 Court St,  
Auburn, ME 04210

*08/2010 – 08/2011 Per Diem*

Reserve Patrol Officer  
Jay Police Department  
340 Main St  
Jay, ME 04239

*Gaps in employment history were due to my being the primary caregiver for our children while my wife pursued her career as a Physician.*

## Instructor Certifications

- American Heart Association BLS CPR/AED
- Stop the Bleed
- Tactical Emergency Casualty Care (TECC)
- North Carolina Basic EMT
- Department of Homeland Security - Tactical Medicine

## REFERENCES

Sig Sauer Academy  
Tyler Moosmann – 603-610-2005

Henderson County Sheriff's Office  
Sergeant Stephanie Cantwell – 1-828-231-8100  
Sergeant Jesse Blankenship – 1-828-708-9134  
Detective Brice Molton – 1-828-388-3467

Blue Ridge Community College  
Jared Schoenfeld – 1-917-416-8661

Auburn Police Department  
Corporal Marshall McCamish – 1-207-458-1868

## TRAINING CERTIFICATION

- 11/2021 – Sig Sauer Academy – MPX Armorer
- 11/2021 – Sig Sauer Academy - Rifle Mechanics
- 11/2021 – Sig Sauer Academy – Trauma Management
- 11/2021 - Sig Sauer Academy – Pistol 104
- 06/2021 – Sig Sauer Academy – Pistol 103
- 06/2021 - Sig Sauer Academy – Pistol 102
- 06/2021 - Sig Sauer Academy – Pistol 101
- 11/2021 - Advanced Deputy Law Enforcement Certificate – North Carolina
- 05/2021 – Solo Response to Active Shooter (Active Attacker) Certification
- 05/2021 - Certified Tactical Emergency Casualty Care Instructor
- 04/2021 - Child Death Investigation Certification
- 03/2021 – Preventing and Countering Violent Extremism Certification
- Basic Tactical Medicine Instructor Training Program Graduate
  - Utilized this program to develop the Tactical Emergency Medicine for First Responders 8-hour course.
- 11/2020 Ethics in Interviewing Certification
- 11/2020 "Concept of Persuasion" Certification
- S.T.A.R (Sheriff's Teaching Abuse Resistance) Instructor
- 09/2020 Tactical Emergency Casualty Care (TECC) Certification
- 08/2020 - FLETC: Mass Casualty Events: Planning, Prevention and Recovery Virtual Summit
- 04/2020 - AHA CPR Instructor
- 02/2020 - Stop the Bleed Instructor

- 08/2019 - Basic Rifle Course Certification
- 07/2019 - North Carolina Basic EMT Certification
- 08/2019 - Basic School Resource Officer Certification
- 07/2019 - School Resource Officer at Edneyville elementary
- 02/2016 - Completed the Drug Recognition Expert School at the M.C.J.A
- 02/2016 - Completed Drug Recognition Pre-School at the M.C.J.A
- 07/2014 - Intermediate Law Enforcement Officer Certification
- 04/2014 - Northeast Counter Drug Hotel/Motel and Parcel Interdiction
- 01/2014 - Maine State Police –Advanced Interview and Interrogation
- 11/2013 - Drug Recognition Expert (DRE) Class
- 08/2012 - Northeast Counterdrug Training Center - Conducting Complete Traffic Stops
- 06/2012 - Deemed Proficient in Standardized Field Sobriety
- 01/2012 - Lewiston/Auburn Bath Salt Forum Creating a Prevention Plan Committee Member
- 12/2011 - Graduate of the Maine Criminal Justice Academy 21st BLETP



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

1/8/23  
6:40 pm

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Committee Selection: Energy Committee

New  Re-Appointment  Regular  Alternate

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Address: 81 front st Exeter NH Phone: 207-522-3518

Registered Voter: Yes  No

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

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After submitting this application for appointment to the Town Manager:

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I certify that I am 18 years of age or older:

Signature:  Date: 12-13-2023

To be completed by Select Board upon appointment:

Date Appointed: \_\_\_\_\_ Term Ending: \_\_\_\_\_ Full: \_\_\_\_\_ Alternate: \_\_\_\_\_



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**Bid Opening – Septage Equipment**

**Bid Award – Kingston Road Project**



# 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: January 5, 2024

TO: Russell Dean, Town Manager  
FROM: Paul Vlasich, PE – Town Engineer

RE: Kingston Road Transportation Alternatives Program (TAP) – Project #40436  
DBU Construction, Inc – Award of Bid  
CMA Engineers – Construction Engineering Agreement  
Wright-Pierce – Construction Engineering Agreement  
NHDOT TAP – Amended Project Agreement

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The NH Department of Transportation (NHDOT) has given approval and provided a “Notice to Proceed” to award the construction bid and construction engineering agreements for the Kingston Road shoulder widening and sidewalk TAP project.

### Construction Bid

Bids were received on October 16, 2023. A bid evaluation was performed by CMA Engineers. **The public works department is recommending the award of bid to the low bidder, DBU Construction, Inc., in the amount of \$1,589,205.**

### Construction Engineering Agreements

An agreement was negotiated with the Design Engineer, CMA Engineers for construction phase services. These services will include attendance at project meetings, shop drawing reviews, contractual clarifications and plan modifications if necessary. **The public works department recommends the award of construction phase engineering to CMA Engineers in the amount of \$23,465.**

TAP projects no longer allow construction inspection services by the Design Engineer. A Request for Proposal was sent to the Exeter pre-qualified consultants. Only Wright-Pierce responded and was interviewed. The Construction Phase Engineer will inspect the work according to contract documents, review pay requests, and issue construction correspondence to the contractor. An agreement was then negotiated with the Construction Phase Engineer. **The public works department recommends the award of construction phase engineering to Wright-Pierce in the amount of \$110,027.**

### NHDOT TAP Amended Project Agreement

The Town will need to enter into an amended project agreement to obtain construction funding at current bid and agreement prices. **The public works department recommends that the Town Manager, Russell Dean, be authorized to execute the Amended Project Agreement.**

### Attachments:

NHDOT Notice to Proceed dated December 29, 2023  
Transportation Alternatives Program Amended Project Agreement  
Bid Evaluation by CMA Engineers dated November 3, 2023  
CMA Construction Phase Agreement dated November 3, 2023  
Wright-Pierce Construction Phase Agreement dated December 15, 2023

**NHDOT Notice to Proceed**

**NHDOT Project Agreement**



*William Cass, P.E.*  
*Commissioner*

**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



*David Rodrigue, P.E.*  
*Assistant Commissioner*  
*Andre Briere, Colonel, USAF (RET)*  
*Deputy Commissioner*

December 29, 2023

Paul Vlasich, PE  
Town Engineer  
Department of Public Works  
13 Newfields Road  
Exeter, NH 03833

RE: EXETER, X-A004(406), #40436  
Kingston Road (NH Route 111)  
Transportation Alternatives Program (TAP)  
**NOTICE TO PROCEED CONSTRUCTION ENGINEERING (CMA and Wright-Pierce)**  
**NOTICE TO PROCEED TO AWARD LOW BID**  
**"BASED ON BIDS" AMENDED AGREEMENT FOR CITY SIGNATURE**  
**CERTIFICATE OF AUTHORITY (REQUIRED)**

Dear Mr. Vlasich:

The NH Department of Transportation (NHDOT) has reviewed the Construction Engineering (CE) Scope of Work and Fee Proposal dated December 15, 2023, as submitted by Wright-Pierce (WP), as well as the Town's Independent Government Estimate (IGE) dated October 30, 2023, and find them both to be satisfactory. The CE fee approved is **\$110,027.00**. The Town may enter into a contract with WP for that amount. WP's approved overhead rate is **173.37%** and fixed for the life of the contract. **Please submit a copy of the signed scope and fee document to this office for our records.**

In addition, because CMA Engineers (CMA) is the Design Engineer of Record, NHDOT recognizes their services will also be needed as part of the CE effort. The Department has reviewed the Scope of Work and Fee Proposal dated November 13, 2023, as well as the Town's IGE dated April 17, 2023, and find them both to be satisfactory. The CE fee approved is **\$23,465.00**. The Town may enter into a contract with CMA for that amount. CMA's approved overhead rate is **194.20%** and fixed for the life of the contract. **Please submit a copy of the signed scope and fee document to this office for our records.**

**IMPORTANT: The date of this letter marks the end of Preliminary Engineering (PE) phase and the beginning of the Construction phase including the beginning of the CE phase.**

The Department has reviewed the bid analysis dated December 4, 2023, and has determined the bids to be competitive. The Department approves the award of the low bid to **DBU Construction, Inc.** in the amount of **\$1,589,205.00**.

**IMPORTANT: Please inform this office when the contract is executed by submitting a copy of the signed Contract Agreement for our files and the date of the pre-construction meeting.**

If changes to the project are needed as the project proceeds, a change order will be required in advance of any purchase or work. Only pre-approved change orders will allow for reimbursement from federal funds.

JOHN O. MORTON BUILDING • 7 HAZEN DRIVE • P.O. BOX 483 • CONCORD, NEW HAMPSHIRE 03302-0483  
TELEPHONE: 603-271-3734 • FAX: 603-271-3914 • TDD: RELAY NH 1-800-735-2964 • INTERNET: [WWW.NHDOT.COM](http://WWW.NHDOT.COM)



The following table summarizes the approved budget for this project:

Phase	*Participating Funds	**Non-Participating Funds	Comments
Preliminary Engineering - PE	\$195,779.37	\$16,616.00	Authorized, including amendments
Right-of-Way – ROW	\$10,000.00		Authorized, including amendments.
Construction	\$1,722,697.00		Authorized including Construction Engineering
<b>**Total</b>	<b>\$1,928,476.37</b>	<b>\$16,616.00</b>	<b>Grand Total = \$1,945,092.37</b>

\*Participating budget funds are 80% Federal funds and 20% Local funds

\*\*Non-Participating funds are 100% Local funds

Attached is a "Based on Bids" Amended Project Agreement between the Department and the Town of Exeter that will need to be signed by the town and returned to NHDOT. Please leave the date blank on the first page on this Amended Agreement. Once the agreement has been signed and emailed back to us, I will obtain the required signature here at the Department, date the agreement, and forward an executed original agreement back to you. 928,

Along with the signed amended agreement, one (1) other item is required to execute this agreement:

- 1) Certificate of Authority as described below,

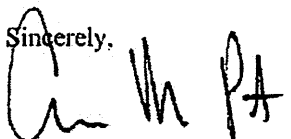
The "Certificate of Authority" shows that the person signing the agreement has the right and authority to sign the agreement on behalf of the Town.

Examples of what this could be:

- Meeting minutes that identify that the Board of Selectmen has authorized the Town Administrator, Town Engineer, or designee to sign contracts and agreements
- The Town charter or other guiding documents, or
- If other options are not possible, then we request a notarized statement on a standardized form

If there are any questions, please contact me.

Sincerely,



Anthony M. Puntin, PE  
Project Manager  
Bureau of Planning and Community Assistance  
Tel. (603) 271-3168

AMP/dmp  
Attachments

cc via email: Britt Eckstrom Wright-Pierce, Jason Beaudet, CMA Charles Willeke, NHDOT, Courtney Collins, NHDOT, Kim Hanson, NHDOT, Office of Access, Opportunity, and Compliance.

The Attorney General's Office has approved this template for use on August 25, 2021.

**TRANSPORTATION ALTERNATIVES PROGRAM  
AMENDED PROJECT AGREEMENT  
FOR  
TOWN OF EXETER**

STATE PROJECT #: 40436  
FEDERAL PROJECT #: X-A004(406)  
STATE VENDOR #: 177386  
UNIQUE ENTITY IDENTIFIER #: X2M6NS6QR567

THIS AMENDED AGREEMENT, is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, between the State of New Hampshire, acting through its Department of Transportation, hereinafter called the "DEPARTMENT", and the Town of Exeter, hereinafter called the "PROJECT SPONSOR".

WHEREAS, the DEPARTMENT and the PROJECT SPONSOR have determined that a project to widen shoulders to 5 feet on Kingston Road (NH Route 111) for approximately 1.1 miles in the Town of Kingston is an eligible project for funding under the Federal Aid Transportation Alternatives Program created under the Federal Bipartisan Infrastructure Law (BIL); and

WHEREAS, the Parties now wish to amend and replace the previous Agreement dated September 1, 2015, which will become null and void with the execution of this AMENDED AGREEMENT; and

WHEREAS, the DEPARTMENT has established Project #40436 (the "Project") for the aforesaid project, with the Based on Bids project funding represented in the table below; and

Bid Analysis Approval Date	Participating Federal Share 80%	Participating Local Share 20%	Additional Non-Participating Funds	Total Budget
12/5/2023	\$1,542,781.10	\$385,695.27	\$16,616.00	\$1,945,092.37

Additional Administrative Documentation Information: If this information is not available at the time of the Agreement signing, documentation will be sent to the PROJECT SPONSOR by the DEPARTMENT as soon as the information is available:

FEDERAL FAIN #: 33A004406M302, 33A004406Z302, 693JJ21930000M3E2NHIA004406

CFDA #20.205 and DESCRIPTION Highway Planning and Construction

SUBAWARD Period of performance start date: June 28, 2016

SUBAWARD Period of performance end date: April 2, 2026

NHDOT Managed: Yes \_\_\_ No x

NHDOT Indirect Cost Rate: N/A x 10% \_\_\_

Is award Research & Development: Yes \_\_\_ No x

WHEREAS, the PROJECT SPONSOR has submitted an Application (14-26TAP) to sponsor the Project (the "Application") and the DEPARTMENT has accepted the Application; and

WHEREAS, the Application, by reference, is hereby incorporated and made a part of this AMENDED AGREEMENT; and

WHEREAS, the PROJECT SPONSOR desires to act as Sponsor and Manager of the Project; and

WHEREAS, the DEPARTMENT desires to cooperate with the PROJECT SPONSOR in accomplishing the Project;

NOW, THEREFORE, in consideration of the above premises and in further consideration of the agreement herein set forth by and between the parties hereto, it is mutually agreed as follows:

**I. DUTIES AND RESPONSIBILITIES OF THE PROJECT SPONSOR:**

- A. The PROJECT SPONSOR shall comply with all Federal and State of New Hampshire laws and rules, regulations, and policies as applicable under the Federal-Aid Highway Program for Federal Aid Construction Contracts.
- B. The PROJECT SPONSOR shall manage the design, environmental study, right-of-way acquisition and construction of the Project. This management is described in the current version of the DEPARTMENT's document titled "Local Public Agency Manual for the Development of Projects", as it may be amended from time to time, and, by reference, is hereby incorporated and made a part of this AMENDED AGREEMENT.
- C. The PROJECT SPONSOR shall provide or cause to provide for both the maintenance of the Project during construction and subsequent maintenance of all Project elements together with the maintenance of sidewalks, which includes winter snow and ice removal in accordance with the requirements of 23 CFR 1.27 and 28 CFR 35.133, once the work under this AMENDED AGREEMENT is completed. Unless agreed otherwise at Project completion, the DEPARTMENT's maintenance responsibility shall be no greater than that which exists within the proposed Project limits on state maintained New Hampshire Route 111 prior to the start of construction. Should operational adjustments be necessary, the PROJECT SPONSOR agrees that no changes will be made without prior approval of the DEPARTMENT and the Federal Highway Administration.
- D. The PROJECT SPONSOR shall submit monthly progress reports and invoices to the DEPARTMENT for reimbursement of its share of the amounts paid to engineering, environmental and/or right-of-way consultants and construction contractors for the performance of the work set forth in the Application or agreed upon at the scoping meeting. The invoice structure shall include details of work completed consistent with the Scope of Work as defined in the Application, as well as backup information to support the charges. The PROJECT SPONSOR shall certify that the invoices properly represent payment for work that has been completed and paid for by the PROJECT SPONSOR.
- E. The PROJECT SPONSOR is required to maintain all project and financial records pertinent to the development of the Project for three (3) years beyond the date of the DEPARTMENT's final voucher. The DEPARTMENT will send a letter to the PROJECT SPONSOR with the date of this approval. If there is a failure to maintain this documentation, NHDOT and/or Federal Highway Administration could take an action up to and including requesting a refund of all reimbursed project costs. Any and all of these project and financial records must be made available to the DEPARTMENT and Federal Highway Administration at their request.
- F. The PROJECT SPONSOR shall defend, indemnify and hold harmless the DEPARTMENT and its officials, agents and employees from and against any and all claims, liabilities or suits arising from (or which may be claimed to arise from) any act or omission of the PROJECT SPONSOR or its subcontractors in the performance of this AMENDED AGREEMENT. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a

waiver of the sovereign immunity of the State of New Hampshire or the DEPARTMENT, which immunity is hereby reserved. This covenant shall survive the termination of this AMENDED AGREEMENT.

G. Non-Discrimination:

1. The PROJECT SPONSOR agrees, for itself, its assignees and successors in interest, that it will comply with Title VI of the Civil Rights Act of 1964 (referred to as the ACT), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Part 21 (referred to as the "REGULATIONS"), the Federal-aid Highway Act of 1973, and other pertinent directives, to the end that no person shall on the grounds of race, color, religion, national origin, sex, age, sexual orientation, disability, or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the PROJECT SPONSOR receives Federal financial assistance extended by the State of New Hampshire. The ACT and the REGULATIONS are herein incorporated by reference and made a part of this AMENDED AGREEMENT. This AMENDED AGREEMENT obligates the PROJECT SPONSOR for the period during which Federal financial assistance is extended.
2. The PROJECT SPONSOR hereby gives assurance as required by subsection 21.7(a)(1) of the REGULATIONS that it will promptly take any measures necessary to effectuate this AMENDED AGREEMENT, including but not limited to the following specific assurances:
  - a. That each "program" and each "facility" as defined in subsections 21.23(e) and 21.23(b) of the REGULATIONS will be conducted or operated in compliance with all requirements of the REGULATIONS.
  - b. That the PROJECT SPONSOR shall insert the following notification in all solicitations for negotiated agreements or bids for work or material made in connection with this Project: *The PROJECT SPONSOR hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, religion, national origin, sex, age, sexual orientation, disability or handicap in consideration for an award.*
  - c. That the PROJECT SPONSOR shall not discriminate on the basis of race, color, religion, national origin, sex, age, sexual orientation, disability or handicap in the award and performance of any DEPARTMENT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The PROJECT SPONSOR shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DEPARTMENT-assisted contracts. The DEPARTMENT's DBE program, as required by 49 CFR part 26 and as approved by the United States Department of Transportation, is incorporated by reference in this AMENDED AGREEMENT. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this AMENDED AGREEMENT. Upon notification to the PROJECT SPONSOR of its failure to carry out its approved program, the DEPARTMENT may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*

- d. That the PROJECT SPONSOR shall include the following assurance in each contract signed with a contractor and each subcontract the prime contractor signs with a subcontractor: *The contractor or subcontractor shall not discriminate on the basis of race, color, religion, national origin, sex, age, sexual orientation, disability or handicap in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DEPARTMENT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of the contract or such other remedy, as the recipient deems appropriate.*
3. The PROJECT SPONSOR shall insert a copy of the required provisions of Federally-assisted construction contracts in accordance with Executive Order 11246, Equal Employment Opportunity, and 41 CFR Part 60-4, Affirmative Action Requirements, in each contract entered into pursuant to this AMENDED AGREEMENT. Required Federal contract provisions can be obtained through the DEPARTMENT's Labor Compliance Office (271-6612) or Online at:  
<http://www.nh.gov/dot/org/administration/ofc/documents.htm>
- H. The PROJECT SPONSOR certifies by entering into this Agreement that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into this Agreement by any federal agency or by any department, agency or political subdivision of the State of New Hampshire. The term "principal" for purposes of this Agreement means an officer, director, key employee or other person with primary management or supervisory responsibilities, or a person who has critical influence on or substantive control over the operations of the PROJECT SPONSOR. The PROJECT SPONSOR also certifies that it will verify the state and federal suspension and debarment status for all parties (consultant/vendor/contractor, etc.) receiving funds under this Agreement as a sub-Agreement and shall be solely responsible for any recoupment, penalties or costs that might arise from use of a suspended or debarred party. The PROJECT SPONSOR shall immediately notify the Department if any sub-Agreement party is debarred or suspended, and shall, at the DEPARTMENT'S request, take all steps required by the State to terminate its sub-Agreement relationship with the party for work to be performed under this Agreement.
- I. If the PROJECT SPONSOR defaults on any element of this AMENDED AGREEMENT, the PROJECT SPONSOR shall be required to reimburse the DEPARTMENT and/or the Federal Highway Trust Fund for all funds expended under this Project.

## **II. DUTIES AND RESPONSIBILITIES OF THE DEPARTMENT:**

- A. The DEPARTMENT shall review the Project engineering plans, environmental documents and contract documents applicable to the Federal Highway Administration and State of New Hampshire requirements for a Federally-funded project and submit appropriate documentation to the Federal Highway Administration to receive Federal approval.
- B. The DEPARTMENT shall reimburse its share to the PROJECT SPONSOR after receipt and approval of properly documented invoices that have been certified by the PROJECT SPONSOR as properly representing work that has been completed and paid for by the PROJECT SPONSOR.

- C. The DEPARTMENT shall use its best efforts to obtain authorization of the Project from the Federal Highway Administration.

**III. IT IS FURTHER UNDERSTOOD AND AGREED BETWEEN THE DEPARTMENT AND THE PROJECT SPONSOR:**

- A. That the PROJECT SPONSOR will not incur any Project costs nor enter into any agreement with any third party, including but not limited to consultants, contractors, or engineers until such time that it receives a written notice to proceed from the DEPARTMENT to do so.
- B. That the maximum amount of funds available for this Project for reimbursement under this AMENDED AGREEMENT from the DEPARTMENT shall be as set forth in the Table on page 1 herein. This Based on Bids cost will reflect the maximum amount of DEPARTMENT funding to be made available for the project. As the construction of the Project is finalized, should the costs for the Project exceed the amount budgeted, the DEPARTMENT agrees to review Project costs for consideration of additional funding. Neither the DEPARTMENT nor the Federal Highway Administration will be responsible for any expenses or costs incurred by the PROJECT SPONSOR under this AGREEMENT in excess of the above amounts unless the DEPARTMENT expressly authorizes additional funding prior to the work being performed.
- C. That the PROJECT SPONSOR shall invoice the DEPARTMENT for incurred costs on a monthly basis and the DEPARTMENT will process these invoices for payment in an expeditious manner.
- D. That the PROJECT SPONSOR agrees to commence construction in Federal fiscal year 2024 unless earlier terminated as provided herein and complete the Project on or BEFORE the SUBAWARD Period of Performance END date on page 1. The PROJECT SPONSOR may apply to the DEPARTMENT for an extension of Period of Performance END date. Such application for extension must be made in writing, providing an explanation of the reasons for the delay, and proposing a revised schedule. Failure to meet any deadline without good cause may cause the DEPARTMENT to cancel its participation in this Project at its sole discretion, in which case any remaining funds will be forfeited. The PROJECT SPONSOR is responsible for informing and coordinating a new Project completion date that will need to be approved by the DEPARTMENT if any condition arises that may result in deadline being unattainable.
- E. This AMENDED AGREEMENT may be amended to incorporate changes in project scope, schedule, and/or budget that may arise through the development and design stages of the project, pursuant to approval by the Governor and the Executive Council as Item No. 47 on March 23, 2022. Such amendments will be effective upon execution of an instrument in writing signed by both parties hereto. Otherwise, this AMENDED AGREEMENT may be amended, waiver or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver of discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.
- F. That this AMENDED AGREEMENT is contingent upon the appropriation of sufficient funds from the State of New Hampshire Legislature and/or the Federal Highway Administration. If sufficient funds are not appropriated, the DEPARTMENT may terminate this AGREEMENT upon thirty (30) days' written notice to the PROJECT SPONSOR. Such

termination shall relieve the DEPARTMENT and the PROJECT SPONSOR from obligations under this AGREEMENT after the termination date.

- G. Pursuant to authorization by the Governor and the Executive Council, as Item No. 47 on March 23, 2022, this AMENDED AGREEMENT is effective upon the date shown on page one of this AMENDED AGREEMENT. The DEPARTMENT will include a record of this AMENDED AGREEMENT in its annual report to the Governor and the Executive Council on the status of all active Federal Local Public Agency (LPA) projects.

IN WITNESS WHEREOF, the parties have executed this AMENDED AGREEMENT on the date first written above.

**NEW HAMPSHIRE DEPARTMENT  
OF TRANSPORTATION**

**TOWN OF EXETER**

By: \_\_\_\_\_  
William J. Cass, PE  
Commissioner  
State of New Hampshire  
Department of Transportation

Signature: \_\_\_\_\_  
Name (typed): \_\_\_\_\_  
Title: \_\_\_\_\_

**DBU Construction, Inc – Bid Evaluation**





November 3, 2023

P: 603|627|0708  
www.cmaengineers.com

Nils Larson  
Town of Exeter Public Works Department  
13 Newfields Road  
Exeter, NH 03833

RE: Bid Evaluation  
Exeter 40436  
Kingston Road TAP Project  
CMA #1030

Dear Nils:

This letter summarizes the bids received for the Kingston Road TAP Project and recommends award. On October 16, 2023 at 2:00 p.m. at the Exeter Public Works Department, four bids were received and the apparent results are summarized as follows:

	Contractor	Total
1	DBU Construction, Inc	\$1,589,205.00
2	Berg Contracting and Construction	\$1,860,307.55*
3	Northeast Earth Mechanics, LLC	\$ 1,956,490.00
4	SUR Construction	\$ 1,996,395.00

\* Requires correction

All bids were reviewed for accuracy and completeness. The full Bid Tabulation is attached for reference. Arithmetic errors were discovered related to four items (201.1, 603.80208, 603.80212, 645.71) in the Berg Contracting and Construction bid which resulted in a revised total of \$1,859,970.02 (reduction of \$336.93). The discrepancies do not impact the rank of the Berg Contracting and Construction bid. **DBU Construction, Inc. (DBU) is the low bidder.** We reviewed the bid and determined no irregularities or discrepancies between the total written price and the sum of each payment item price in DBU's bid. Additional information regarding their bid is listed below.

We understand that the total NHDOT budget (obligated funding) for the Construction Phase is \$1,504,503.00. **The construction low Bid construction cost (\$1,589,205.00) and the construction engineering (\$23,465.00 CMA Const. Services - Design Engineer + TBD Wright Pierce Const. Services - Const. Engineer), collectively (\$1,612,670.00 + TBD Wright Pierce Const. Services – Const. Engineer) exceed the funds currently authorized for construction.** To receive additional funds, the Town must request in writing an increase in the budget to the NHDOT project manager (Tony Punithn, P.E.).

We have the following comments regarding DBU's bid:

1. DBU of Chichester, NH, is listed on the NHDOT Prequalified Contractors List for Road Construction and Site Work, which was required to be considered for this project.

2. CMA Engineers has experience with DBU, having administered construction and provided resident services for Manchester 29811: South Manchester Rail Trail Project (LPA) in the City of Manchester, NH, currently under construction. DBU has performed in conformance with the contract documents.
3. DBU certified that they are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
4. DBU submitted a Bid Bond for 5% of the Bid Amount.
5. DBU acknowledged receipt of Addendum No. 1, dated September 15, 2023, but failed to acknowledge receipt of Addendum No. 2, dated September 29, 2023, or Addendum No. 3, dated October 6, 2023, in their bid. CMA Engineers reached out to DBU on this matter. DBU confirmed that they received Addendum No. 2 and Addendum No. 3 and that the lack of acknowledgment in the bid was a clerical error. DBU confirmed that the submitted bid reflects information and changes from the three addenda, and they acknowledge them as part of the bid as submitted. CMA Engineers discussed this issue with NHDOT and they agree that this is a technicality, and take no issue with the lack of formal acknowledgement.
6. No errors were found in DBU's bid between numerical and written unit prices, nor with mathematical computation or summary of total costs.
7. DBU's bonding company, Old Republic Insurance Company, is certified to practice in New Hampshire, as documented in the US Department of the Treasury's Circular 570 publication.
8. The submitted bid is 16% higher than the Engineer's Estimate. The overage was not concentrated to any specific item, as there were unit prices both above and below the engineer's estimate. In reviewing the bid, there were a few items worth noting:
  - Item 203.11 Common Excavation - LRS – The unit price is roughly 40% lower than the engineer's estimate. The unit cost is comparable with DBU's price for Item 203.15 – Common Excavation (F). The efforts associated with both items are similar in nature. These factors likely contributed to the lower price.
  - Item 203.15 Common Excavation (F) – The unit price is roughly 33% higher than the engineer's estimate. The unit price is likely elevated due to the complexity of the excavation in relation to access management, forecasting of fuel cost variability, and factoring in that it is a final pay item (F). Additionally, prices have trended upward since the finalization of the engineer's estimate. These factors likely contributed to the higher price.
  - Item 304.3 Crushed Gravel (F) – The unit price is roughly 18% higher than the engineer's estimate. The unit price is likely elevated due the complexity of the placement in relation to access management, forecasting of fuel cost variability, and factoring in that it is a final pay item (F). Additionally, prices have trended upward since the finalization of the engineer's estimate. These factors likely contributed to the higher price.
  - Item 619.1 Maintenance of Traffic – The unit price is roughly 150% higher than the engineer's estimate. The unit price is likely elevated due the complexity of maintaining traffic along Kingston Road (NH Route 111). This will require continuous and targeted efforts to be completed safely and with minimal impact to the traveling public. These factors likely contributed to the higher price.
  - Item 645.54 Perimeter Erosion Control – The unit price is roughly 50% higher than the engineer's estimate. The unit price is likely elevated due to increases in prices since the

finalization of the engineer's estimate. These factors likely contributed to the higher price.

- Item 645.99 Bioretention Swale – The unit price is roughly 80% higher than the engineer's estimate. The unit price is likely elevated due to the specialty materials needed, the small quantities required, and the installation of short sections in multiple locations. These factors likely contributed to the higher price.
- Item 646.51 Turf Establishment with Mulch, Tacifiers and Loam – The unit price is roughly 108% higher than the engineer's estimate. The installation of this item on the project will consist of narrow strips along the entire corridor, which removes the economy of scale typically seen in this item. Additionally, the cost and availability of procuring loam that meets the NHDOT specification have become more challenging. These factors likely contributed to the higher price.


Based on the review of all the item unit prices, the bid does not appear to be unbalanced.

Based on the bid received and our review of the material with respect to the contract requirements, we find the submitted bid responsive. **We recommend that the Town award the contract to DBU.**

Should you have any questions, please do not hesitate to call.

Very truly yours,

CMA ENGINEERS, INC.



Jason J. Beaudet, P.E.  
Project Manager

JJB:vpt

Enclosures:

- Bid Tabulation
- DBU Construction Bid

**Proclamations/Recognitions**

**Minutes**

Select Board Meeting  
Monday December 18, 2023  
6:00 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Dan Chartrand, and Nancy Belanger

Members Absent: Clerk Julie Gilman

Town Manager Russ Dean was also present at this meeting.  
The meeting was called to order by Mr. Papakonstantis at 6PM.

2. Non Public Session

**MOTION:** Ms. Belanger moved to enter into non public under RSA 91-A:3II(d). Ms. Cowan seconded. In a roll call vote, the motion passed 4-0.

The meeting reconvened in the Nowak Room at 7 PM.

3. Bid Award

Mr. Papakonstantis said the chemical bids for Public Works that were opened at the previous meeting have been reviewed.

**MOTION:** Ms. Belanger moved to recommend to the Public Works Department the following bid recommendations: Bid item #1 to Harcros Chemicals of Nashua NH at \$2.2630 per gallon; Bid item #2 to George S. Coyne Chemical Inc of Croydon PA at \$2.2084 per pound; Bid item #3 to Harcros Chemicals of Nashua NH at \$2.4675 per pound; and Bid item #4 to Borden & Remington of Fall River MA at \$1.4980 per gallon. Mr. Chartrand seconded. The motion passed 4-0.

4. Public Comment

- a. Vanessa Lazar of 35 Wood Ridge Lane said everyone in the room wearing a green ribbon and the 962 signatures we've received are all in support of the creation of a community town forest in tandem with Newfields. We can either continue with the enjoyment of the Rugg land or it will be sold to a developer and paved. These parcels create an enormous trail system that provides outdoor entertainment for all. Places like this kept us sane during the Covid shutdown and continue to support our mental and physical well-being. The Rugg family is on our side. The wetlands and wildlife corridors must be protected. She asked that the Board ensure the town works out the boundary question as soon as possible and support the fundraising and a town bond vote in 2025.

Mr. Papakonstantis said this is a discussion item for later in the agenda so the Board will take further comment at that time.

- b. Donald Latener of 1 Split Rock Road said he is in favor of Pickpocket Dam not being removed. The removal of the dam would remove part of the history of Exeter. People come from Exeter, Brentwood, and other places to enjoy the dam from the bridge. It seems like a report has been accepted for taking down the dam without the community being given the opportunity to comment on the removal. It's not clear who will benefit from that. Once the dam is removed, the character of the area around the dam will be altered forever. It doesn't seem like there has been an adequate archaeological survey. The dam is a lovely sight and he's been unable to determine the benefits to the people of Exeter in removing the dam. There's one residence in danger from a hundred year flood but there are other approaches to addressing that issue.

Mr. Papakonstantis said there was a letter of deficiency several years ago from DES, so a feasibility study is underway and will be concluded next month. It will be presented at the River Advisory meeting in February. Removal is one of a few options that will be discussed. There was a grant opportunity that came before the Select Board in October, and the Board voted to apply for a grant that if approved would pay 100% for removal of the dam, taking that burden off of the Exeter taxpayers. If we were to be awarded the grant, that would require public hearings to allow the public to come forward before any decision could be made. The public will be heard and we will consider the other options.

5. Proclamations/Recognitions

- a. Fire Chief Eric Wilking introduced new Health Officer Madison Bailey.
- b. Town Clerk Andie Kohler swore in new Deputy Town Clerk Jennifer Shupe.

6. Approval of Minutes

- a. Regular Meeting: December 4, 2023

**MOTION:** Ms. Belanger moved to approve the Select Board regular meeting minutes of December 4, 2023 as presented. Ms. Cowan seconded. The motion passed 4-0.

7. Appointments

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

8. Discussion/Action Items

- a. Newfield-Exeter Community Forest

Duane Hyde, the Land Conservation Director of the Southeast Land Trust (SELT) was present to discuss the issue. Lynnette Batt of the Trust for Public Land was present via Zoom.

Mr. Papakonstantis said this is a wonderful piece of property that the Board has been looking at for some time now. The town is looking into the deeds and ownership. That report is due in mid-January, at which time we will be able to answer more questions.

Duane Hyde said the Rugg property is 148 acres, 101 in Newfields and 47 in Exeter. It's on the south side of Route 87 and the east side of Watson Road. It extends to the Oaklands Town Forest. There's a small town forest in Newfields called Inland Acres Town Forest, and this project would unify them into a larger conservation land area. The proposed project structure is for each town to own the component within its municipality. We're proposing this as a community forest model, where the communities work jointly to raise the money and manage it long-term. It includes a proposal for a new parking area on the Newfields side.

For over 75 years, the Rugg family has kept this land open to the public and have allowed trails to be built on the property. Now is the opportunity to provide a financial remuneration for this. The proposal will protect 30% of the trails in the system, about 12 miles out of 40 miles in the Fort Rock Trail System. This will make these trails public, on public land. This property is fully within a wetland protection area and a hydrologic area of concern. It would protect drinking water in this neighborhood. There are vernal pools and rare wildlife on the property that would be protected.

Right now, we have two town forests without a lot of communication back and forth. Under the community forest model, each town would still manage their respective forest area, but would do that through discussions with each other and the public. Right now we have a group of volunteers that's been managing the trails, the "Fort Rock Riders."

The Rugg family needs to sell the property. They have agreed to give us the opportunity and the time to try to conserve this property, but if we fail, the only other option is to sell the property, likely for development. They're giving us two years. If we fail, approximately 67 or so lots are possible on the property. We've had an appraisal done and the fair market value is \$5,166,000. Exeter's 47 acres is \$1,642,000 and Newfields' 101 acres is \$3,525,000. We're proposing a \$800,000 - \$1.1M bond from the Town of Exeter in 2024. We would also go for a State Revolving Loan fund for drinking water, which would be a low-interest loan with 20% forgiveness. On the Newfields side, they're looking for a \$2M - 2.5M loan, which has been awarded but is pending town approval. We're also seeking public grants for the project, to be divided between the two towns so each town is funding the same percentage of their portion of the property. We're also seeking around \$600,000 on top of the purchase price, which would be raised by private funding and donations.

Mr. Papakonstantis asked if the \$600,000 is divided between the two towns, and Mr. Hyde said yes, those are overall project costs and cover both towns.

Mr. Chartrand asked when the vote from Exeter would be needed. Mr. Hyde said in 2025. Ms. Batt clarified that the March 2024 comment was regarding a town "support vote" or an "advisory vote"; the funding vote would not come until 2025.



Mr. Hyde said the boundary survey and title work was provided to the town in July. We've gone to several grant sources with mixed results. Many grant programs want to see community support before they fund a project. The State Revolving Fund for drinking water was awarded to Newfields in the amount of \$2.5M. In Newfields, they are looking at a warrant article for funding in this year's town meeting. We've had outstanding public support at their public meetings, the vast majority of attendees being favorable to the project. There's a letter of support with over 950 signatures.

The boundary review will be completed by Exeter in January. We're proposing an advisory warrant article just to show if the public supports the acquisition of this land, but with no funding requested. That should help us with grant applications.

Mr. Papakonstantis said we've received an overwhelming amount of support through correspondence, which is included in the Select Board packet. The letters received Friday and over the weekend will be included in the next packet.

Ms. Belanger said she would like to see an example of the community forest model. She also mentioned that when submitting correspondence, people need to include their physical address.

Mr. Papakonstantis asked for further public comment.

Ryan Cunningham of 17 Woodridge Lane said he thinks that everyone in the neighborhood that directly abuts the town forest supports this and looks forward to helping promote it.

b. **Second Public Hearing: Proposed Acquisition of 23 Water Street under RSA 41-14 a**

Mr. Chartrand recused himself.

**MOTION:** Ms. Belanger moved to open the second public hearing on the proposed acquisition of 23 Water Street under RSA 41-14 a. Ms. Cowan seconded. The motion passed 3-0.

Mr. Dean said the owners Elliot Berkowitz and Nancy Phillips are the proponents of this project, a donation to the town for a public park in perpetuity. There are two public hearings and a vote by the Board. This property is located downtown and is vacant at the moment. Mr. Berkowitz was in the process of developing this property but that did not take, so he's interested in donating it into the town. There will be significant investment involved to turn it into a park. It's required to be a park in perpetuity; there were other requirements in the agreement but they were pulled back. We have fence quotes. We would need to put fencing by the river at approximately \$4,000 and another fence would be required at the sidewalk at \$6,000. Primex has not weighed in on liability issues yet but likely will before the next meeting. Legal Counsel has gone through the details.

Mr. Papakonstantis asked for public comment.

Lori Smith of 16 Locust Ave said she supports turning this land into a park. It's exciting for families in town as a place to sit and see the river.

Jim Kulp of Dewey Street made a comment that was not recorded in the video of the meeting. [Three minutes of the meeting's audio were lost.] Mr. Papakonstantis asked Mr. Koch to repeat his main point, and Mr. Koch said we need those cost numbers to make a rational decision on this fast-track offer.

Mr. Papakonstantis asked Mr. Dean to get those numbers for a third public hearing. Mr. Koch pointed out that there was an article in the newspaper; that's out of our purview as the Select Board but it wasn't particularly accurate and we weren't contacted for comment. We talked about reaching out to the reporter to write a more accurate article.

**MOTION:** Ms. Belanger moved to close the public hearing under RSA 41-14 a. Ms. Cowan seconded. The motion passed 3-0.

Ms. Belanger said it's imperative that Primex weigh in before the next hearing. We don't have a lot of numbers. How can we get an estimate on what we need to do to make it a park? What's the difference between a green space and a park? That space is small, how will we make it ADA accessible? Mr. Dean said this would need to be looked at through a process of design, and that was not something Parks and Rec were prepared to do.

Ms. Cowan asked if this is contingent on happening this year and then goes away. We as a town have committed to a large number of other park projects, such as Planet Playground and the Hampton Road property. There is room for green space but she doesn't feel comfortable recommending this to our taxpayers without more details. The most valuable tax base is right across the street, with mixed use commercial and residential, which she understands they tried to do here but couldn't. Mr. Berkowitz said it would have to happen this year, by the 29th of December. If it doesn't happen, we'll probably build a building. The taxes on that parcel are \$6,500 a year. It would have to be a registered deed in this year. He understands concerns about the timing, but it was brought up in September.

Mr. Papakonstantis said a quorum of three members could meet on December 28th at 8 AM. He would like to see more information on the proposal before that time.

Mr. Berkowitz said regarding not knowing what the expenses would be, someone would probably come in and remove the granite for free.

Ms. Cowan said a donation of property comes with risk and consequences. Is there something that we could consider around Mr. Berkowitz helping to facilitate work on the property?

c. FY23 Year End Encumbrances

Finance Director Corey Stevens was present to discuss the encumbrances. Mr. Dean said this is customary. We have to have things encumbered by year end.

Mr. Stevens presented the list of proposed encumbrances. These are operational budget items that weren't spent but will be spent in the next year, or special warrant articles that can be encumbered for one year if the Board so chooses. He said that #5 should read 2023, not 2022.

Mr. Stevens said last year we encumbered \$1.3M, this year \$1.175M. Mr. Chartrand asked if those were typical amounts. Mr. Stevens said if we were to go back more than two years, it might have been lower. It could be related to the pandemic. Some projects, like septage receiving, go on for more than a year. Mr. Dean said it's been lower in previous years, around \$700,000 - \$800,000.

**MOTION:** Ms. Belanger moved to approve the 2023 encumbrance request as amended for the year ending 12/31/23 in the amount of \$1,175,202.53. Ms. Cowan seconded. The motion passed 4-0.

d. RiverWoods Donation

Assistant Fire Chief Justin Pizon discussed the donation of updated video laryngoscopes to help with the insertion of breathing tubes. With the standard laryngoscope, your eye is very close to the person's airway, which is a Covid risk. The RiverWoods Resident Council approved a donation to the Fire Department of two new video laryngoscopes. With this equipment, the Exeter Hospital saw the success rate of their first time attempt at intubation go from low 50% to over 90%. The value of this donation is \$3,599.98.

Richard Crosby of the Exeter RiverWoods Resident Council said typically our donations are in the form of scholarships to local students, but he often sees the Fire Department ambulances going up there, so he felt it was time to give something back to the town.

**MOTION:** Ms. Cowan moved to accept the donation of two McGrath video laryngoscopes from the RiverWoods Resident Council in the total amount of \$3,599.98. Ms. Belanger seconded. The motion passed 4-0.

e. FY24 Operating Budget & Warrant Articles

Finance Director Corey Stevens and Budget Recommendations Committee Chair Bob Kelly were present to discuss the proposed budget.

Mr. Stevens said the proposed General Fund budget was \$23,060,862, up \$1.7M over the 2023 budget, or 8.13%. We've continued to look at ways we might reduce the budget. We haven't spent all the federal and state funds we've received over the last few years, so looked at reductions we could make using those funds. We could reduce the budget by another \$300,000. We intend to spend \$50,000 on equipment for the Tree Committee from the ARPA funding, of which \$230,000 is left. We would reduce the paving budget by \$250,000 and use Road Aid from the State to offset that. This would bring it down to a \$1.4M increase, or 6.73%. This would help with tax rate setting next year.

Mr. Papakonstantis said we had earmarked \$85,000 of the Road Aid for the Swasey Parkway turnaround. We also have the Kingston Road project that may require additional funds. Would we be better served using only \$100,000

from Road Aid? Mr. Stevens said regarding Kingston Road, we have sidewalk funds of \$233,000. We understand what the town's input for Kingston Road needs to be, which is the difference between the warrant article and the bids that came in, and it should leave \$166,000 in the sidewalk fund. Mr. Papakonstantis asked if that would be in lieu of another sidewalk project, and Mr. Stevens said yes, but we don't have a sidewalk project in the queue. Mr. Papakonstantis said he thinks this is a little risky given that we may need the Road Aid funds in the future. Mr. Stevens said this Road Aid has been sitting unspent for a while. We received our first tranche in 2022 and another tranche this year.

Mr. Chartrand asked how much closer the reduction to a \$1.4M increase over last year brings us to the default budget. Mr. Stevens said he thinks it would be about a \$200,000 delta between the proposed and default budgets. Mr. Chartrand said he supports the proposal for that reason.

Mr. Papakonstantis said we don't expect to get any more Road Aid. We're looking at how we're going to pay for the Swasey Park turnaround. He thinks \$250,000 is too high. Last year the difference between the proposed and default budgets was \$302,460. Mr. Chartrand proposed \$175,000.

Mr. Kelly said the paving budget has been QC'd through Jay Perkins. We try to give him whatever resources we can. He has had labor and contractor shortages over the last few years. If we need to backfill the paving budget next year, the BRC is committed to that.

Mr. Chartrand said most of the budget increase is driven by employee retention efforts. That's the story we're going to tell the voters.

f. RSA 79E Update

Mr. Dean said the Housing Advisory Committee and staff talked about 79E and recommended a work group should be formed to review 79E in full before any changes are made. They also said they wouldn't want to see multiple town votes on 79E but to only go one time. There was an agreement that workforce housing was a priority, so 79E applications that involve workforce housing should be viewed more favorably. The work group would reassess locations in town where 79E is practical. They thought the Board should consider pausing any further applications until the workgroup has recommendations, but we're vetting that with legal counsel.

Ms. Belanger said the initial committee would be a small group meeting with town staff. Mr. Chartrand said he would like to be involved.

9. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

**MOTION:** Ms. Belanger moved to approve the DRA Equalization Study Certification abatement for 111/5/46 in the amount of \$115.15 for tax year 2023. Ms. Cowan seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve a land use change tax for 102/4/1 in the amount of \$25,000. Ms. Cowan seconded. The motion passed 4-0.

Ms. Belanger said the next land use change tax [for 54/6/EX] had a \$0 amount. Mr. Dean suggested skipping that one.

b. Permits & Approvals

i. Ice Rink Donation

Parks and Rec Director Greg Bisson was present to discuss a donation of two ice rinks from Phillips Exeter Academy. They have a value of about \$14,000. We'd like to accept them but we're not sure where they would be set up. Previously we looked at locations for a skating rink, which is one of the #1 suggestions we get for the winter. He's going to visually inspect it and store it in the 10 Hampton Road Carriage House. The liners are \$2,500 each. The costs would likely come out of the Rec Revolving Fund. We wouldn't have the equipment until after January. Ms. Belanger asked what we used at Park Street Common, and Mr. Bisson said his predecessor just flooded the ground. Mr. Chartrand said this new system has a better chance of working [than the old way] with climate change. Mr. Bisson said we'll still only get about a month of skating. We can't afford refrigeration and we don't want to contribute to global warming.

**MOTION:** Ms. Belanger moved to authorize the Parks and Rec Department to accept the donation from Phillips Exeter Academy for two 52x96 outdoor ice rinks. Mr. Chartrand seconded. The motion passed 4-0.

ii. Updated Water & Sewer Fees

Mr. Dean said there were miscellaneous water & sewer fees recommended as part of the rate study from Underwood. Town Staff looked at it closely and there is an updated schedule recommended for adoption.

Water/Sewer Advisory Committee and BRC Chair Bob Kelly said the Water/Sewer Advisory Committee approved 5-0 to recommend a septage fee of 12 cent fee per gallon instead of the current 8. The schedule presented tonight says 10-12 cents. The Budget Recommendation Committee also voted 11-0 to recommend the 12 cents. When we finish our new facility, we will be the state of the art facility in the area and we should grab that revenue while we can. We don't need to max out our facility in the beginning.

**MOTION:** Ms. Belanger moved to amend the septage in the Miscellaneous Water/Sewer fees to 12 cents per gallon as recommended by the BRC and the Water/Sewer Committee. Ms. Cowan seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to adopt the Miscellaneous Water/Sewer Fees as amended. Ms. Cowan seconded. The motion passed 4-0.

c. Town Manager's Report

- i. We will be closed for the holidays December 22 at noon, and the full day December 25 and 26.
  - ii. He thanked the first responders for their work during the storm today. Fire Chief Eric Wilking said the town's concern was appreciated. We responded on 45 calls between 9 AM and 1 PM. Three homes we know were damaged by trees. We anticipate an increase as people come home from work and find damage. Until estimates 54 customers are still without power, and they will be continuing power restoration through the night. There's a corridor on Kingston Road and Pickpocket road where the winds predictably cause issues. There were no injuries that we're aware of.
- d. Select Board Committee Reports
- i. Ms. Belanger said that before the Planning Board meeting there was a multi-board meeting to discuss accepting 23 Water Street and all were in favor. During the regular Planning Board meeting, two applicants were approved, one for 12 River Road and one for Mario Ponte for adding six additional units to his building downtown. She did not attend the Conservation Commission meeting but watched it on TV, and they approved a commemorative bench and the purchase of an underwater camera for the alewife arrival, and made a request for a letter of support for the Rec property in Newfields. We had our second open house on the parking, pedestrian, and traffic study which had low turnout but she thinks people were watching the video. She didn't make it to the volunteer holiday party but thanked the volunteers for their work. Mr. Dean thanked Pam McElroy for pulling together the holiday party.
  - ii. Mr. Chartrand attended a Sustainability Advisory Committee meeting. Chris Zigmont agreed to be Chair. They're going to have a meeting in January with the Energy Committee to talk about a possible merger. He attended the special Select Board meeting but had to recuse himself. He attended the parking report meeting and there were great proposals.
  - iii. Mr. Papakonstantis attended the special Select Board meeting. It had to be pulled together quickly due to the timeline of the planned acquisition discussed in the public hearing earlier. The corresponding article in the newspaper was irresponsible journalism.
- e. Correspondence
- i. A notice of the 2023 annual bridge payment of \$87,551.16.
  - ii. A notice from Comcast regarding programming changes.
  - iii. A letter of thanks from Haven for a donation from the town.
  - iv. Meeting notes from a meeting with VHB, Public Works, and a resident.
  - v. A notice from Pennichuck with an estimated water rate increase
  - vi. A notice of the Town of Exeter 2024 holidays and election cycle dates.

10. Review Board Calendar

- a. The next meetings are a special meeting on December 28 at 8 AM, regular meetings January 8, January 16 (budget hearing), January 29, February 12, February 26, March 4, and March 18. Deliberative is February 3. Town Election is March 12. The Presidential Primary Election is January 23.

11. Non-Public Session

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

12. Adjournment

**MOTION:** Mr. Chartrand moved to adjourn. Ms. Belanger seconded. The motion passed 4-0 and the meeting was adjourned at 9:15 PM.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary

## Appointments



**DISCUSSION/ACTION ITEMS**

**FY24 Operating Budget & Warrant Articles**

<b>Town of Exeter</b>								
<b>2024 Comparison Budgets</b>								
Prepared: December 12, 2023								
Version #4								
DEPARTMENT	2022 Actual	2023 Budget	2023 Actual: October	2024 SB Budget	2024 SB Budget vs. 2023 Budget \$ Increase/- (Decrease)	2024 SB Budget vs. 2023 Budget %- Difference	2024 Default Budget	2024 Default Budget vs. 2024 SB Budget \$ Increase/- (Decrease)
<b>General Fund Appropriations</b>								
<b>General Government</b>								
Select Board	20,954	20,968	25,200	22,468	1,500	7.15%	20,968	(1,500)
Town Manager	259,922	267,235	234,950	314,675	47,440	17.75%	302,821	(11,854)
Human Resources	127,722	186,384	145,476	206,664	20,280	10.88%	202,271	(4,392)
Transportation	-	1	-	1	-	0.00%	1	-
Legal	93,210	100,000	45,910	100,000	-	0.00%	100,000	-
Information Technology	290,410	339,129	256,496	345,583	6,454	1.90%	314,722	(30,861)
Media Communications	-	-	-	65,691	65,691	#DIV/0!	60,367	(5,325)
Trustees of Trust Funds	891	891	891	891	-	0.00%	891	-
Town Moderator	969	754	861	1,351	597	79.29%	1,351	-
Town Clerk	369,995	390,028	325,932	459,705	69,677	17.86%	450,740	(8,965)
Elections/Registration	40,236	15,533	11,280	24,771	9,238	59.48%	21,371	(3,400)
<b>Total General Government</b>	<b>1,204,309</b>	<b>1,320,922</b>	<b>1,046,996</b>	<b>1,541,800</b>	<b>220,878</b>	<b>16.72%</b>	<b>1,475,503</b>	<b>(66,297)</b>
<b>Finance</b>								
Finance/Accounting	327,426	340,399	282,845	370,133	29,735	8.74%	359,718	(10,415)
Treasurer	9,542	9,692	7,952	9,692	-	0.00%	9,692	-
Tax Collection	88,835	117,157	91,933	120,611	3,454	2.95%	116,388	(4,222)
Assessing	237,485	242,908	208,739	270,562	27,654	11.38%	263,648	(6,914)
<b>Total Finance</b>	<b>663,288</b>	<b>710,155</b>	<b>591,469</b>	<b>770,998</b>	<b>60,843</b>	<b>8.57%</b>	<b>749,446</b>	<b>(21,552)</b>
<b>Planning &amp; Development</b>								
Planning	251,030	285,460	223,324	301,174	15,714	5.50%	294,813	(6,361)
Economic Development	150,520	160,926	129,729	167,860	6,933	4.31%	164,512	(3,348)
Inspections/Code Enforcement	244,069	286,717	209,695	279,825	(6,892)	-2.40%	274,940	(4,885)
Conservation Commission	7,886	10,089	5,029	9,555	(534)	-5.29%	9,555	-
Renewable Energy Expense	-	1	-	1	-	0.00%	1	-
Zoning Board of Adjustment	4,016	4,326	3,952	4,376	51	1.17%	4,376	(0)
Historic District Commission	941	2,825	308	1,923	(902)	-31.94%	2,922	999
Heritage Commission	893	893	677	1,109	216	24.14%	1,109	-
<b>Total Planning &amp; Development</b>	<b>659,355</b>	<b>751,237</b>	<b>572,713</b>	<b>765,823</b>	<b>14,585</b>	<b>1.94%</b>	<b>752,227</b>	<b>(13,596)</b>

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<b>Public Safety</b>								
Police	3,514,499	3,710,098	3,076,780	3,952,128	242,030	6.52%	3,920,022	(32,106)
Fire	3,778,625	4,091,172	3,296,792	4,235,231	144,059	3.52%	4,184,073	(51,158)
Dispatch	382,360	436,862	325,578	478,265	41,403	9.48%	478,265	-
Health	145,561	154,260	113,500	129,899	(24,360)	-15.79%	131,731	1,832
<b>Total Public Safety</b>	<b>7,821,045</b>	<b>8,392,391</b>	<b>6,812,651</b>	<b>8,795,523</b>	<b>403,132</b>	<b>4.80%</b>	<b>8,714,091</b>	<b>(81,432)</b>
<b>Public Works - General Fund</b>								
Administration & Engineering	363,789	458,725	128,229	573,740	115,015	25.07%	559,450	(14,290)
Highways & Streets	1,717,629	2,140,665	1,406,408	2,201,196	60,531	2.83%	2,125,413	(75,783)
Snow Removal	400,704	313,016	353,665	314,696	1,680	0.54%	312,830	(1,866)
Solid Waste Disposal	1,320,262	1,403,449	1,023,627	1,488,354	84,905	6.05%	1,417,794	(70,560)
Street Lights	150,816	169,000	105,592	169,000	-	0.00%	169,000	-
Stormwater	84,689	92,360	-	92,360	-	0.00%	92,360	-
<b>Total Public Works - General Fund</b>	<b>4,037,889</b>	<b>4,577,216</b>	<b>3,017,522</b>	<b>4,839,346</b>	<b>262,130</b>	<b>5.73%</b>	<b>4,676,848</b>	<b>(162,498)</b>
<b>Maintenance</b>								
General	527,171	604,681	415,401	537,894	(66,787)	-11.05%	537,135	(759)
Town Buildings	291,273	303,607	236,141	303,611	4	0.00%	303,417	(194)
Maintenance Projects	66,469	100,000	62,658	100,000	-	0.00%	100,000	-
Mechanics/Garage	265,183	286,346	158,787	301,736	15,390	5.37%	301,736	-
<b>Total Maintenance</b>	<b>1,150,096</b>	<b>1,294,634</b>	<b>872,988</b>	<b>1,243,241</b>	<b>(51,392)</b>	<b>-3.97%</b>	<b>1,242,288</b>	<b>(953)</b>
<b>Welfare &amp; Human Services</b>								
Welfare	131,252	84,977	150,446	144,094	59,117	69.57%	101,410	(42,684)
Human Services	105,105	98,610	73,083	98,325	(285)	-0.29%	98,610	285
<b>Total Welfare &amp; Human Services</b>	<b>236,357</b>	<b>183,587</b>	<b>223,529</b>	<b>242,419</b>	<b>58,832</b>	<b>32.05%</b>	<b>200,020</b>	<b>(42,399)</b>
<b>Parks &amp; Recreation</b>								
Recreation	371,176	391,392	323,093	437,248	45,856	11.72%	428,258	(8,990)
Parks	219,343	223,114	195,749	251,581	28,467	12.76%	240,242	(11,339)
<b>Total Parks &amp; Recreation</b>	<b>590,518</b>	<b>614,506</b>	<b>518,842</b>	<b>688,829</b>	<b>74,323</b>	<b>12.09%</b>	<b>668,500</b>	<b>(20,329)</b>
<b>Other Culture/Recreation</b>								
Other Culture/Recreation	17,101	18,500	9,053	18,500	-	0.00%	18,500	-
Special Events	14,223	15,500	16,170	16,000	500	3.23%	15,500	(500)
<b>Total Other Culture/Recreation</b>	<b>31,325</b>	<b>34,000</b>	<b>25,223</b>	<b>34,500</b>	<b>500</b>	<b>1.47%</b>	<b>34,000</b>	<b>(500)</b>

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<b>Public Library</b>								
Library	1,126,706	1,172,320	957,092	1,185,689	13,369	1.14%	1,166,060	(19,629)
<b>Total Library</b>	<b>1,126,706</b>	<b>1,172,320</b>	<b>957,092</b>	<b>1,185,689</b>	<b>13,369</b>	<b>1.14%</b>	<b>1,166,060</b>	<b>(19,629)</b>
<b>Debt Service &amp; Capital</b>								
Debt Service	1,379,475	1,497,588	1,497,586	2,069,272	571,684	38.17%	2,069,272	-
Vehicle Replacement/Lease	229,879	268,266	203,683	248,495	(19,771)	-7.37%	274,495	26,000
Misc. Expense	(1,997)	4	(2,607)	100,004	100,000	2500000.00%	20,004	(80,000)
Cemeteries	-	1	-	1	-	0.00%	1	-
Capital Outlay - Other	7,653	6,487	6,370	6,488	1	0.02%	6,487	(1)
<b>Total Debt Service &amp; Capital</b>	<b>1,615,010</b>	<b>1,772,346</b>	<b>1,705,033</b>	<b>2,424,260</b>	<b>651,914</b>	<b>36.78%</b>	<b>2,370,259</b>	<b>(54,001)</b>
<b>Benefits &amp; Taxes</b>								
Health Insurance Buyout/Sick Leave/Flex Spending	249,799	190,857	224,663	192,152	1,296	0.68%	192,152	-
Insurance Reserves	-	-	-	-	-	#DIV/0!	-	-
Unemployment	2,416	2,320	2,320	2,341	21	0.91%	2,341	-
Worker's Compensation	250,370	232,160	232,159	246,089	13,929	6.00%	246,089	-
Insurance	73,900	77,629	159,111	82,852	5,223	6.73%	82,852	-
Employee Wellness	-	-	-	5,000	5,000	#DIV/0!	-	(5,000)
Wage Reclassifications	-	-	-	-	-	#DIV/0!	-	-
<b>Total Benefits &amp; Taxes</b>	<b>576,485</b>	<b>502,966</b>	<b>618,254</b>	<b>528,434</b>	<b>25,469</b>	<b>5.06%</b>	<b>523,434</b>	<b>(5,000)</b>
<b>Total GF Operating Budget</b>	<b>19,712,383</b>	<b>21,326,280</b>	<b>16,962,311</b>	<b>23,060,862</b>	<b>1,734,582</b>	<b>8.13%</b>	<b>22,572,676</b>	<b>(488,186)</b>

<b>Town of Exeter</b>								
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<b>Water Fund</b>								
Administration	439,783	506,236	344,861	537,491	31,255	6.17%	550,818	13,327
Billing and Collection	177,064	195,191	141,032	211,744	16,553	8.48%	206,620	(5,124)
Distribution	777,761	1,007,816	620,770	954,024	(53,792)	-5.34%	1,013,535	59,511
Treatment	866,004	933,759	742,739	1,028,751	94,991	10.17%	957,278	(71,473)
Debt Service	1,323,020	1,431,038	1,431,038	1,640,513	209,475	14.64%	1,640,513	-
Capital Outlay	443,944	475,330	431,797	590,250	114,920	24.18%	460,000	(130,250)
Appropriations from Reserves	1,713	-	19,887	-	-	#DIV/0!	-	-
<b>Total WF Operating Budget</b>	<b>4,029,290</b>	<b>4,549,370</b>	<b>3,732,123</b>	<b>4,962,773</b>	<b>413,403</b>	<b>9.09%</b>	<b>4,828,764</b>	<b>(134,010)</b>
<b>Sewer Fund</b>								
Administration	489,504	515,471	370,999	566,755	51,284	9.95%	562,082	(4,673)
Billing and Collection	173,089	191,614	136,879	208,169	16,555	8.64%	203,043	(5,126)
Collection	483,837	810,564	413,334	717,012	(93,552)	-11.54%	816,282	99,270
Treatment	1,284,748	1,639,664	1,009,852	1,635,020	(4,643)	-0.28%	1,673,653	38,632
Debt Service	4,305,496	4,209,659	750,364	4,192,568	(17,091)	-0.41%	4,192,568	-
Capital Outlay	83,074	152,331	30,483	170,906	18,575	12.19%	121,656	(49,250)
Appropriations from Reserves	1,713	-	67,021	-	-	#DIV/0!	-	-
<b>Total SF Operating Budget</b>	<b>6,821,461</b>	<b>7,519,302</b>	<b>2,778,932</b>	<b>7,490,430</b>	<b>(28,872)</b>	<b>-0.38%</b>	<b>7,569,284</b>	<b>78,854</b>

Town of Exeter											
2024 General Fund Budget											
Prepared: December 12, 2023										Version #4	
Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: October	2024 SB Budget	2024 SB Budget \$ Increase/-(Decrease)	2024 SB Budget vs. 2023 Budget %-Difference	2024 Default Budget	2024 Default Budget vs. 2024 SB Budget \$ Increase/-(Decrease)	Explanation
<b>GENERAL FUND</b>											
General Government											
Select Board											
01413010	51000	SB- Sal/Wages Elected	15,250	16,000	13,583	16,000	-	0.0%	16,000	-	\$3K each 4-Select Person, \$4K for 1- Chair Person
		Salaries Total	15,250	16,000	13,583	16,000	-	0.0%	16,000	-	
01413010	52120	SB- Life Insurance	32	42	35	42	-	0.0%	42	-	
01413010	52200	SB- FICA	946	992	842	992	-	0.0%	992	-	Based on wages: 6.2%
01413010	52210	SB- Medicare	221	232	197	232	-	0.0%	232	-	Based on wages: 1.45%
		Benefits Total	1,198	1,266	1,074	1,266	-	0.0%	1,266	-	
01413010	55055	SB- Consulting Services	-	100	9,485	100	-	0.0%	100	-	Expenses related to tax deeded properties, other services
01413010	55050	SB- Conf/Room/Meals	63	100	-	100	-	0.0%	100	-	NHMA seminars, mileage reimbursement
01413010	55106	SB- Equipment Purchase	-	1	-	1	-	0.0%	1	-	Placeholder for equipment needs
01413010	55267	SB- Signs	37	1	-	1	-	0.0%	1	-	Sign for the Town Office
01413010	55273	SB- Special Expense	4,405	3,500	1,058	5,000	1,500	42.9%	3,500	(1,500)	Proclamations, recognitions, special events for committees, E911 Committee activities, memberships
		General Expenses Total	4,505	3,702	10,542	5,202	1,500	40.5%	3,702	(1,500)	
		Select Board Total	20,954	20,968	25,200	22,468	1,500	7.2%	20,968	(1,500)	
Town Manager											
01413011	51110	TM- Sal/Wages FT	184,502	194,776	164,939	229,369	34,593	17.8%	227,509	(1,860)	2 FT: Town Mgr and Executive Assistant
01413011	51200	TM- Sal/Wages PT	5,296	7,500	3,477	12,500	5,000	66.7%	7,500	(5,000)	2 PT: Recording secretaries @ \$18.50 per hour (SB/BRC/Advisory meetings), Vacation repl for Ex Asst, Interns \$5k
		Salaries Total	189,798	202,276	168,416	241,869	39,593	19.6%	235,009	(6,860)	
01413011	52100	TM- Health Insurance	53,475	48,179	40,718	57,606	9,427	19.6%	57,606	-	10% increase in the premium rate
01413011	52110	TM- Dental Insurance	3,743	3,495	2,960	3,978	483	13.8%	3,978	-	4.7% increase in the premium rate
01413011	52120	TM- Life Insurance	269	199	168	184	(15)	-7.5%	184	-	Life base is down 15%
01413011	52130	TM- LTD Insurance	1,176	1,237	940	959	(278)	-22.5%	959	-	15% reduction
01413011	52200	TM- FICA	11,211	12,384	10,031	14,996	2,612	21.1%	14,571	(425)	Based on wages: 6.2%
01413011	52210	TM- Medicare	2,622	3,090	2,346	3,507	417	13.5%	3,408	(99)	Based on wages: 1.45%
01413011	52300	TM- Retirement Town	25,941	26,854	22,815	31,034	4,180	15.6%	30,782	(252)	Based on wages: 13.53%
		Benefits Total	98,437	95,438	79,977	112,264	16,826	17.6%	111,487	(776)	
01413011	55050	TM- Conf/Room/Meals	2,049	2,000	3,061	3,000	1,000	50.0%	2,000	(1,000)	ICMA/MMANH/Primex conference, seminars; increased hotel costs
01413011	55058	TM- Contract Services	-	-	-	1	1	-	-	(1)	Docusign software/function
01413011	55088	TM- Dues	17,442	16,700	15,853	17,500	800	4.8%	16,700	(800)	NHMA (townwide), ICMA (TM), MMANH (TM) annual dues
01413011	55091	TM- Education/Training	-	300	-	300	-	0.0%	300	-	ICMA/MMANH/Primex conference, seminars
01413011	55106	TM- Equipment Purchase	-	300	64	300	-	0.0%	300	-	Small equipment
01413011	55171	TM- Legal/Public Notices	1,233	700	1,773	700	-	0.0%	700	-	Budget/bond notices, public hearings, CDBG hearings
01413011	55198	TM - Office Equipment Leases	12,967	12,800	11,519	13,000	200	1.6%	12,800	(200)	Pitney Bowes Postage & Folding Machines; Canon printer \$253.87/mo 1 1/2 yrs left on lease; Great America Brother printers \$269.40/mo (TM only) 2 1/2 yrs left on lease
01413011	55199	TM- Office Equipment Maintenance	331	-	-	-	-	-	-	-	
01413011	55200	TM- Supplies	4,029	3,000	2,643	4,500	1,500	50.0%	3,000	(1,500)	Supplies for town offices (paper, etc.)
01413011	55212	TM - Phone Reimbursement	1,380	1,380	1,050	1,560	180	13.0%	1,380	(180)	Phone reimbursement (TM, EA)
01413011	55224	TM- Postage	122	300	195	300	-	0.0%	300	-	TM office postage; postage rates have increased
01413011	55246	TM- Reference Material	-	100	-	100	-	0.0%	100	-	NHMA, ICMA publications
01413011	55291	TM- Subscriptions	205	250	204	250	-	0.0%	250	-	Exeter News-Letter, Google Storage
01413011	55302	TM- Town Report Expense	2,235	2,400	3,176	3,500	1,100	45.8%	2,400	(1,100)	Printing of annual Town Report (Select Print Solutions)
01413011	55308	TM- Travel Reimbursement	569	700	576	700	-	0.0%	700	-	Mileage reimbursement for TM/EA
		General Expenses Total	42,561	40,930	40,114	45,711	4,781	11.7%	40,930	(4,781)	
01413011	55998	TM- Due from Water Fund	(35,437)	(35,705)	(26,778)	(42,585)	(6,880)	19.3%	(42,303)	282	12.5% Water Fund Offset
01413011	55999	TM- Due from Sewer Fund	(35,437)	(35,705)	(26,778)	(42,585)	(6,880)	19.3%	(42,303)	282	12.5% Sewer Fund Offset
		Due from Water/Sewer Funds	(70,874)	(71,409)	(53,557)	(85,169)	(13,760)	19.3%	(84,606)	563	
		Town Manager Total	259,922	267,235	234,950	314,675	47,440	17.8%	302,821	(11,854)	

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<b>Human Resources</b>											
01415515	51110	HR- Sal/Wages FT	114,426	154,025	127,599	174,534	20,509	13.3%	170,227	(4,307)	2 FT: Asst Town Manager/HR Director; HR Generalist
01415515	51200	HR- Sal/Wages PT	9,909	16,387	-	23,992	7,605	46.4%	23,400	(592)	PT position (6 mos in 2023)
		Salaries Total	124,335	170,412	127,599	198,526	28,114	16.5%	193,627	(4,899)	
01415515	52100	HR- Health Insurance	2,477	21,369	15,650	19,346	(2,023)	-9.5%	19,346	-	10% increase in the premium rate
01415515	52110	HR- Dental Insurance	3,119	3,799	2,685	3,088	(711)	-18.7%	3,088	-	4.7% increase in the premium rate
01415515	52120	HR- Life Insurance	179	216	189	184	(32)	-14.8%	184	-	Life base is down 15%
01415515	52130	HR- LTD Insurance	372	860	717	903	43	5.0%	903	-	15% reduction
01415515	52200	HR- FICA	8,078	10,205	7,845	12,309	2,104	20.6%	12,005	(304)	Based on wages: 6.2%
01415515	52210	HR- Medicare	1,889	2,832	1,835	2,879	47	1.6%	2,808	(71)	Based on wages: 1.45%
01415515	52300	HR- Retirement Town	16,038	21,220	17,644	23,614	2,394	11.3%	23,032	(583)	Based on wages: 13.53%
		Benefits Total	32,151	60,501	46,564	62,323	1,822	3.0%	61,365	(958)	
01415515	55050	HR- Conf Rooms/Meals	1,135	1,320	2,873	1,320	-	0.0%	1,320	-	Director - IPMA-HR, NHMA & Primex
01415515	55088	HR- Dues	440	1,334	700	1,334	-	0.0%	1,334	-	SHRM (Director & Assistant \$219), IPMA-HR-2 @\$156, Anhphehra 2@\$15, \$700 for ICMA
01415515	55091	HR- Education/Training	1,180	2,800	1,118	2,800	-	0.0%	2,800	-	Munis Training-\$800 per day 5 days recommended by Finance \$4,000 (\$800 to W&S) for new Munis upgrade, NHMA conference, \$150, IPMA-HR Conference, \$ 700, Sheehan Phinney Annual Labor Employment Review, \$25 and HR online training, \$800
01415515	55097	HR- Employee Relations	1,611	1,500	122	1,500	-	0.0%	1,500	-	Benefits Fair, employee service and recognition
01415515	55099	HR- Employee Notices	430	1,500	553	1,500	-	0.0%	1,500	-	Posting of open job positions
01415515	55106	HR- Office Equipment Purchase	-	350	-	350	-	0.0%	350	-	Small office equipment items
01415515	55190	HR-Mobile Communications	611	613	708	613	-	0.0%	613	-	Cell Phone Plan HR Director (\$51.02/ month-town phone and plan)
01415515	55200	HR- Office Supplies	725	400	1,114	400	-	0.0%	400	-	Office supplies update filing system and address records retention issues
01415515	55224	HR- Postage	67	100	158	230	130	130.0%	230	-	Estimated mailings to all employees 3 times a year
01415515	55226	HR- Pre-Employment Screening	1,262	600	2,548	600	-	0.0%	600	-	Pre-employment expenses
01415515	55246	HR- Reference Materials	-	100	-	100	-	0.0%	100	-	Department Required Posters
01415515	55270	HR Software Agreement/Contract	-	180	-	180	-	0.0%	180	-	E-Fax secure HIPPA compliant faxing system - monthly subscription
01415515	55308	HR- Travel Reimbursement	35	100	39	100	-	0.0%	100	-	Mileage, Tolls, Parking
		General Expenses Total	7,496	10,897	12,883	11,027	130	1.2%	11,027	-	
01415515	55998	HR- Due from Water Fund	(18,130)	(27,713)	(20,785)	(32,606)	(4,893)	17.7%	(31,874)	732	12.5% Water Fund Offset
01415515	55999	HR- Due from Sewer Fund	(18,130)	(27,713)	(20,785)	(32,606)	(4,893)	17.7%	(31,874)	732	12.5% Sewer Fund Offset
		Due from Water/Sewer Funds	(36,260)	(55,426)	(41,569)	(65,212)	(9,786)	17.7%	(63,748)	1,464	
		<b>Human Resources Total</b>	<b>127,722</b>	<b>186,384</b>	<b>145,476</b>	<b>206,664</b>	<b>20,280</b>	<b>10.9%</b>	<b>202,271</b>	<b>(4,392)</b>	
<b>Transportation</b>											
01419819	55040	GG - Transportation	-	1	-	1	-	0.0%	1	-	Request from COAST bus service with \$ 16.77K to come from Transportation Fund 05
		Transportation Total	-	1	-	1	-	0.0%	1	-	
<b>Legal</b>											
01415320	55170	GG- Legal Expense	93,210	100,000	45,910	100,000	-	0.0%	100,000	-	Professional legal services for Mitchell Municipal Group and other legal advisors
		Legal Total	93,210	100,000	45,910	100,000	-	0.0%	100,000	-	



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<b>Information Technology</b>											
01415025	51110	IT- Sal/Wages FT	179,081	195,664	161,576	199,751	4,087	2.1%	194,822	(4,929)	2 FT: IT Coord; Network Admin
		Salaries Total	179,081	195,664	161,576	199,751	4,087	2.1%	194,822	(4,929)	
01415025	52100	IT- Health Insurance	17,858	17,484	14,732	13,229	(4,255)	-24.3%	10,706	(2,523)	10% increase in the premium rate
01415025	52110	IT- Dental Insurance	945	2,859	765	2,984	125	4.4%	2,558	(426)	4.7% increase in the premium rate
01415025	52120	IT- Life Insurance	236	221	184	138	(83)	-37.6%	184	46	Life base is down 15%
01415025	52130	IT - LTD Insurance	822	777	665	920	143	18.4%	920	-	15% reduction
01415025	52200	IT- FICA	11,082	11,835	9,800	12,385	550	4.6%	12,079	(306)	Based on wages: 6.2%
01415025	52210	IT- Medicare	2,592	3,134	2,292	2,896	(237)	-7.6%	2,825	(71)	Based on wages: 1.45%
01415025	52300	IT- Retirement Town	25,073	26,975	22,351	27,026	51	0.2%	26,359	(667)	Based on wages: 13.53%
		Benefits Total	58,607	63,284	50,790	59,578	(3,706)	-5.9%	55,631	(3,947)	
01415025	55048	IT- Computer Software	15,994	21,600	8,272	16,800	(4,800)	-22.2%	16,800	-	See Narrative
01415025	55058	IT- Contract Services	8,000	8,000	-	8,000	-	0.0%	8,000	-	See Narrative
01415025	55088	IT- Dues	-	390	424	424	34	8.7%	390	(34)	See Narrative
01415025	55091	IT- Education/Training	495	3,000	-	3,000	-	0.0%	3,000	-	See Narrative
01415025	55106	IT- Equipment Purchase	179	800	139	600	-	0.0%	600	-	See Narrative
01415025	55136	IT- GIS Software	-	7,100	-	7,100	-	0.0%	7,100	-	See Narrative
01415025	55159	IT- Internet Services	17,824	26,828	21,319	27,878	1,050	3.9%	26,828	(1,050)	12.5% allocated to Water/Sewer Funds each; See Narrative
01415025	55190	IT- Mobile Communications	714	960	-	960	-	0.0%	960	-	See Narrative
01415025	55195	IT- Network Supplies	3,285	10,200	9,077	6,200	(4,000)	-39.2%	6,200	-	See Narrative
01415025	55200	IT-Office Supplies	2,039	1,200	1,427	1,500	300	25.0%	1,200	(300)	See Narrative
01415025	55213	IT- Phone Utilization	29,239	31,050	26,680	41,250	10,200	32.9%	31,050	(10,200)	12.5% allocated to Water/Sewer Funds each; See Narrative
01415025	55383	IT- Email Archiving	6,833	6,675	7,336	7,425	750	11.2%	6,675	(750)	12.5% allocated to Water/Sewer Funds each; See Narrative
01415025	55270	IT- Software Agreement	4,635	4,580	-	6,280	1,700	37.1%	4,580	(1,700)	See Narrative
01415025	55308	IT- Travel Reimbursement	-	-	44	250	250	-	-	(250)	
		General Expenses Total	89,238	122,183	74,719	127,667	5,484	4.5%	113,383	(14,284)	
01415025	57003	IT- CO- Computers	15,876	12,000	10,790	19,400	7,400	61.7%	12,000	(7,400)	See Narrative
01415025	57006	IT- CO- Equipment	1,036	1,500	248	4,020	2,520	168.0%	1,500	(2,520)	See Narrative
		Capital Outlay Total	16,913	13,500	11,037	23,420	9,920	73.5%	13,500	(9,920)	
01415025	55998	IT- Due from Water Fund	(26,714)	(27,751)	(20,813)	(32,416)	(4,665)	16.8%	(31,307)	1,109	12.5% Water Fund Offset
01415025	55999	IT- Due from Sewer Fund	(26,714)	(27,751)	(20,813)	(32,416)	(4,665)	16.8%	(31,307)	1,109	12.5% Sewer Fund Offset
		Due from Water/Sewer Funds	(53,429)	(55,502)	(41,626)	(64,832)	(9,331)	16.8%	(62,613)	2,219	
		<b>Information Technology Total</b>	<b>290,410</b>	<b>339,129</b>	<b>256,496</b>	<b>345,583</b>	<b>6,454</b>	<b>1.9%</b>	<b>314,722</b>	<b>(30,861)</b>	

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<b>Media Communications</b>											
01419902	51110	COM- SalWages FT	-	-	-	38,387	38,387		37,440	(947)	Split 50/50 with CATV Fund
		Salaries Total	-	-	-	38,387	38,387		37,440	(947)	
01419902	52100	COM- Health Insurance				14,402	14,402		14,402	-	10% increase in the premium rate
01419902	52110	COM- Dental Insurance				550	550		550	-	4.7% increase in the premium rate
01419902	52120	COM- Life Insurance				46	46		46	-	Life base is down 15%
01419902	52200	COM- FICA				2,380	2,380		2,321	(59)	Based on wages: 6.2%
01419902	52210	COM- Medicare				557	557		543	(14)	Based on wages: 1.45%
01419902	52300	COM- Retirement Town				5,194	5,194		5,066	(128)	Based on wages: 13.53%
		Benefits Total	-	-	-	23,127	23,127		22,927	(201)	
01419902	55048	COM- Computer Software				1,740	1,740			(1,740)	Online software (MailChimp, Carva, etc.) see narrative for details
01419902	55050	COM- Marketing				1,000	1,000			(1,000)	Facebook Ads, Physical Posters, Flyers, etc.
01419902	55088	COM- Dues				160	160			(160)	Membership to the National Association of Government Communicators, see narrative
01419902	55091	COM- Education/Training				887	887			(887)	Three UNH Digital Marketing Classes at \$279 + \$50 certificate program fee
01419902	55190	COM- Mobile Communications				390	390			(390)	50% CATV, 50% Media Communications – used for communicating with Town Manager's office and other departments during the day and out of normal office hours - used for managing Town Social Media Accounts
		General Expenses Total	-	-	-	4,177	4,177		-	(4,177)	
		<b>Media Communications Total</b>	-	-	-	<b>65,691</b>	<b>65,691</b>		<b>60,367</b>	<b>(5,325)</b>	
<b>Trustee of Trust Funds</b>											
01413030	51000	TT- SalWages Elected	828	828	828	828	-	0.0%	828	-	Wages for Trustee of Trust funds
		Salaries Total	828	828	828	828	-	0.0%	828	-	
01413030	52200	TT- FICA	51	51	51	51	-	0.0%	51	-	Based on wages: 6.2%
01413030	52210	TT- Medicare	12	12	12	12	-	0.0%	12	-	Based on wages: 1.45%
		Benefits Total	63	63	63	63	-	0.0%	63	-	
		<b>Trustee of Trust Funds Total</b>	<b>891</b>	<b>891</b>	<b>891</b>	<b>891</b>	<b>-</b>	<b>0.0%</b>	<b>891</b>	<b>-</b>	
<b>Town Moderator</b>											
01414040	51000	MO- SalWages Elected	900	700	800	1,255	555	79.3%	1,255	-	2 deliberatives, 4 elections, 1 special election
		Salaries Total	900	700	800	1,255	555	79.3%	1,255	-	
01414040	52200	MO- FICA	56	43	50	78	34	79.3%	78	-	Based on wages: 6.2%
01414040	52210	MO- Medicare	13	10	12	18	8	79.3%	18	-	Based on wages: 1.45%
		Benefits Total	69	54	61	96	42	79.3%	96	-	
		<b>Town Moderator Total</b>	<b>969</b>	<b>754</b>	<b>861</b>	<b>1,351</b>	<b>597</b>	<b>79.3%</b>	<b>1,351</b>	<b>-</b>	

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<b>Town Clerk</b>											
01414051	51110	TC- Sal/Wages FT	217,259	233,415	194,876	252,988	19,573	8.4%	249,218	(3,770)	Includes 1 FT Town Clerk 1 FT Deputy TC + 2 FT Asst Clerks
01414051	51300	TC- Sal/Wages OT	847	300	888	1,000	700	233.3%	300	(700)	OT for Assistant Clerks
01414051	51400	TC- Longevity Pay	1,000	1,050	-	-	(1,050)	-100.0%	-	-	
		Salaries Total	219,106	234,765	195,565	253,988	19,223	8.2%	249,518	(4,470)	
01414051	52100	TC- Health Insurance	66,349	64,712	53,971	107,075	42,363	65.5%	107,075	-	10% increase in the premium rate
01414051	52110	TC- Dental Insurance	5,811	5,900	4,916	7,066	1,166	19.8%	7,066	-	4.7% increase in the premium rate
01414051	52120	TC- Life Insurance	266	270	218	230	(40)	-14.8%	230	-	Life base is down 15%
01414051	52130	TC- LTD Insurance	801	818	682	761	(57)	-7.0%	761	-	15% reduction
01414051	52200	TC- FICA	12,987	14,372	11,396	15,747	1,376	9.6%	15,470	(277)	Based on wages: 6.2%
01414051	52210	TC- Medicare	3,037	3,588	2,865	3,683	85	2.6%	3,618	(65)	Based on wages: 1.45%
01414051	52300	TC- Retirement Town	30,806	32,361	27,059	34,365	2,003	6.2%	33,760	(605)	Based on wages: 13.53%
		Benefits Total	120,058	122,021	100,907	168,927	46,906	38.4%	167,980	(947)	
01414051	55049	TC- Computer Supplies	-	1,200	98	1,200	-	0.0%	1,200	-	toner cartridges, validator ribbons, calculator ribbons, paper
01414051	55050	TC- Conf/Room/Meals	4,959	2,000	2,466	3,000	1,000	50.0%	2,000	(1,000)	Mandatory Fall Conf, Spring Reg, TC Certification Training, NECTCA Conference, NEMCI&A Certification, Clerkworks Training, Election Training, IIMC Conference, Cost of Rooms/Meals have increased
01414051	55058	TC- Contract Services	805	-	-	-	-	-	-	-	Moved to Office Equipment Lease
01414051	55084	TC- Dog Tags	668	600	760	800	200	33.3%	600	(200)	Dog tags, Cost of tags & Shipping have increased
01414051	55088	TC- Dues	485	360	55	360	-	0.0%	360	-	IIMC-\$175; NHCTCA-\$100; NEACTC-\$85.00
01414051	55091	TC- Education/Training	1,641	2,000	852	3,000	1,000	50.0%	2,000	(1,000)	Registration Fees for Mandatory Fall Conf, Spring Regional, TC Certification Training, NECTCA Conf, NEMCI&A Certification, Elections, IIMC Conference Registration fees have increased plus adding 2 clerks to Associations (increasing the certification levels of clerks)
01414051	55106	TC- Equipment Purchase	-	2,000	1,406	2,000	-	0.0%	2,000	-	Computers, printers, copiers, office furniture
01414051	55198	TC- Office Equipment Lease	3,923	5,000	3,854	4,000	(1,000)	-20.0%	5,000	1,000	GreatAmerica Financial Serv- 3 printers; Leaf - 1 Sharp printer
01414051	55199	TC- Office Equip Maintenance	75	480	559	480	-	0.0%	480	-	Validators, Mobile printers used for elections
01414051	55200	TC- Office Supplies	2,882	2,000	2,304	2,500	500	25.0%	2,000	(500)	copy paper, general office supplies, envelopes All supplies & shipping has increased
01414051	55224	TC- Postage	5,848	5,000	5,379	6,000	1,000	20.0%	5,000	(1,000)	dog civil forfeiture letters, letters & forms, weekly State work, monthly Vital work, weekly MV registrations Certified postage has increased to \$8.53, law allows \$7 for cert mail. Postage in general has increased.
01414051	55241	TC- Record Retention	490	2,500	2,572	2,500	-	0.0%	2,500	-	Book Restoration
01414051	55246	TC- Reference Materials	178	300	-	-	(300)	-100.0%	300	300	Not Funding-Delete Line Item,
01414051	55270	TC- Software Agreement/Contract	8,869	9,002	9,002	9,650	648	7.2%	9,002	(648)	Interware Development Contract for MV, Boats, Vitals, Transfer Station Permits, Credit Cards, Reports, Support, Dogs On-line prgm, CC machines Cost of contract and support increased
01414051	55308	TC- Travel Reimbursement	8	800	153	1,300	500	62.5%	800	(500)	Mandatory Fall Conf, Spring Reg, TC Certification Training, NECTCA Conference, NEMCI&A Certification, Clerkworks Training, Election Training, IIMC Conference Cost of gas has increased
		General Expenses Total	30,831	33,242	29,460	36,790	3,548	10.7%	33,242	(3,548)	
		<b>Town Clerk Total</b>	<b>369,995</b>	<b>390,028</b>	<b>325,932</b>	<b>459,705</b>	<b>69,877</b>	<b>17.9%</b>	<b>450,740</b>	<b>(8,965)</b>	

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<b>Elections</b>											
01414052	51000	EL- Sal/Wages Elected	2,389	3,000	353	3,040	40	1.3%	3,040	-	Supervisors of the Checklist-4 mandated election, 2 deliberative, 1 special election, 3 mandatory sessions p/election
01414052	51210	EL- Sal/Wages Temp	6,674	2,000	2,508	7,384	5,384	269.2%	7,384	-	Ballot Clerks for 4 mandated elections, 1 special election
		Salaries Total	9,063	5,000	2,861	10,424	5,424	108.5%	10,424	-	
01414052	52200	EL- FICA	562	310	177	646	336	108.5%	646	-	Based on wages: 6.2%
01414052	52210	EL- Medicare	132	73	42	151	79	108.5%	151	-	Based on wages: 1.45%
		Benefits Total	693	383	219	797	415	108.5%	797	-	
01414052	55002	EL- Advertising	-	150	-	150	-	0.0%	150	-	Legal Notices
01414052	55200	EL- Office Supplies	1,024	800	453	1,500	900	150.0%	600	(900)	Copy paper, envelopes, general office supplies, and all supplies needed for election
01414052	55224	EL- Postage	3,556	2,000	135	5,000	3,000	150.0%	2,000	(3,000)	Mandated by SOS, sending absentee ballots and any other letters required to be sent by the Checklist Sups
01414052	55322	EL- Voting Expenses	25,900	3,500	6,637	3,000	(500)	-14.3%	3,500	500	Mandated by SOS to pay for coding, printing, collating, shipping costs and any other Special Town Elections held by the Town Cost of printing coding & shipping has increased.
01414052	55323	EL- Voting Machines Maint.	-	3,900	975	3,900	-	0.0%	3,900	-	Mandated by the State of NH for servicing and maintaining of the Accuvote Machines, \$3,000 software maintenance on new polling pads
		General Expenses Total	30,480	10,150	8,200	13,550	3,400	33.5%	10,150	(3,400)	
		<b>Elections Total</b>	<b>40,236</b>	<b>15,533</b>	<b>11,280</b>	<b>24,771</b>	<b>9,238</b>	<b>59.5%</b>	<b>21,371</b>	<b>(3,400)</b>	
		<b>Total General Government</b>	<b>1,204,309</b>	<b>1,320,922</b>	<b>1,046,998</b>	<b>1,541,800</b>	<b>220,878</b>	<b>16.7%</b>	<b>1,475,503</b>	<b>(66,297)</b>	

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Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: October	2024 SB Budget	2024 SB Budget vs. 2023 Budget \$ Increase/-(Decrease)	2024 SB Budget vs. 2023 Budget %-Difference	2024 Default Budget	2024 Default Budget vs. 2024 SB Budget \$ Increase/-(Decrease)	Explanation
Finance Department											
Finance/Accounting											
01415001	51110	FI- Sal/Wages FT	238,459	248,117	207,378	268,034	19,917	8.0%	261,420	(6,614)	3 FT: Finance Dir, Sr Accountant, HR/Payroll Accountant
		Salaries Total	238,459	248,117	207,378	268,034	19,917	8.0%	261,420	(6,614)	
01415001	52100	FI- Health Insurance	58,750	45,581	37,984	50,139	4,558	10.0%	50,139	-	10% increase in the premium rate
01415001	52110	FI- Dental Insurance	3,472	3,493	2,911	3,657	164	4.7%	3,657	-	4.7% increase in the premium rate
01415001	52120	FI- Life Insurance	340	324	271	275	(49)	-15.1%	275	-	Life base is down 15%
01415001	52130	FI- LTD Insurance	695	952	762	903	(49)	-5.1%	903	-	15% reduction
01415001	52200	FI- FICA	14,123	15,169	12,453	16,618	1,449	9.6%	16,208	(410)	Based on wages: 6.2%
01415001	52210	FI- Medicare	3,303	3,812	2,912	3,886	75	2.0%	3,791	(96)	Based on wages: 1.45%
01415001	52300	FI- Retirement Town	31,272	34,200	28,687	36,285	2,085	6.0%	35,370	(895)	Based on wages: 13.53%
		Benefits Total	111,955	103,531	85,980	111,744	8,212	7.9%	110,343	(1,401)	
01415001	55014	FI- Audit Fees	24,250	27,585	12,500	28,995	1,410	5.1%	27,585	(1,410)	Annual and Single Audits Fees. 7.5% incr. on annual; SALY for single audits
01415001	55017	FI- Bank Fees	1,494	4,835	4,429	5,000	165	3.4%	4,835	(165)	417/mo based on 2023 average thru July - added fraud mitigation features for ACH and checks in 2023
01415001	55050	FI- Conf/Room/Meals	150	500	45	500	-	0.0%	500	-	Conferences/Meals for Finance Staff - FI was able to take advantage of local education opportunities in 2023. May not be the same in 2024
01415001	55058	FI- Contract Services	7,250	1,000	1,080	6,600	5,600	560.0%	6,600	-	GASB 74/75 valuation report and disclosure for annual financial audit
01415001	55088	FI- Dues	675	400	388	925	525	131.3%	400	(275)	Covers audit/accounting, government finance, and payroll memberships: APA: 350; AICPA: 350; NHGFOA: 35; GFOA: 190
01415001	55091	FI- Education/Training	350	4,000	745	4,000	-	0.0%	4,000	-	Training and Education for 3 Finance staff - FI was able to take advantage of local education opportunities in 2023. May not be the same in 2024
01415001	55198	FI- Office Equipment Leases	1,078	1,080	898	1,130	50	4.6%	1,080	(50)	Copier Lease \$1,080 + 5% escalator
01415001	55200	FI- Supplies	2,864	4,000	2,967	4,000	-	0.0%	4,000	-	Maintain PY budget level - folders, check stock, envelopes, paper, tax forms, deposit tickets, kitchen/office supplies
01415001	55224	FI- Postage	2,073	2,250	1,850	2,350	100	4.4%	2,250	(100)	Based on YTD thru July '23, annualized - postage for mailing checks & forms
01415001	55270	FI- Software Agreement	29,480	28,896	29,447	31,050	2,154	7.5%	28,896	(2,154)	Munis Software Agreement @ 7% increase over 2023 actual. 2023 was slightly underbudgeted
01415001	55308	FI- Travel Reimbursement	-	750	59	750	-	0.0%	750	-	Travel for 3 Finance staff - FI was able to take advantage of local education opportunities in 2023. May not be the same in 2024
		General Expenses Total	69,664	75,296	54,397	85,300	10,004	13.3%	80,896	(4,404)	
01415001	55998	FI- Due from Water Fund	(46,328)	(43,273)	(32,455)	(47,472)	(4,199)	9.7%	(46,470)	1,002	12.5% Water Fund Offset
01415001	55999	FI- Due from Sewer Fund	(46,328)	(43,273)	(32,455)	(47,472)	(4,199)	9.7%	(46,470)	1,002	12.5% Sewer Fund Offset
		Due from Water/Sewer Funds	(92,656)	(86,546)	(64,910)	(94,944)	(8,398)	9.7%	(92,941)	2,004	
		Finance/Accounting Total	327,426	340,399	282,845	370,133	29,735	8.7%	359,716	(10,415)	

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<b>Treasurer</b>											
01415002	51000	TR- Sal/Wages Elected	8,864	8,864	7,387	8,864	-	0.0%	8,864	-	Wages PT Treasurer
		Salaries Total	8,864	8,864	7,387	8,864	-	0.0%	8,864	-	
01415002	52200	TR- FICA	550	550	458	550	-	0.0%	550	-	Based on wages: 6.2%
01415002	52210	TR- Medicare	129	129	107	129	-	0.0%	129	-	Based on wages: 1.45%
		Benefits Total	678	678	565	678	-	0.0%	678	-	
01415002	55088	TR- Dues	-	50	-	50	-	0.0%	50	-	NHGFOA Dues
01415002	55091	TR- Education/Training	-	100	-	100	-	0.0%	100	-	Training and Education
		General Expenses Total	-	150	-	150	-	0.0%	150	-	
		<b>Treasurer Total</b>	<b>9,542</b>	<b>9,692</b>	<b>7,952</b>	<b>9,692</b>	<b>-</b>	<b>0.0%</b>	<b>9,692</b>	<b>-</b>	
<b>Tax Collection</b>											
01415003	51110	TX- Sal/Wages FT	91,451	106,294	87,570	121,515	15,221	14.3%	119,672	(1,843)	2 FT: Deputy Tax Collector, Collections Specialist
01415003	51300	TX- Sal/Wages OT	48		162	300	300		-	(300)	
		Salaries Total	91,498	106,294	87,732	121,815	15,521	14.6%	119,672	(2,143)	
01415003	52100	TX- Health Insurance	27,012	38,679	26,533	30,118	(8,561)	-22.1%	30,118	-	10% increase in the premium rate
01415003	52110	TX- Dental Insurance	1,435	2,100	1,453	1,668	(432)	-20.6%	1,668	-	4.7% increase in the premium rate
01415003	52120	TX- Life Insurance	140	162	142	138	(24)	-14.8%	138	-	Life base is down 15%
01415003	52200	TX- FICA	5,346	6,337	5,099	7,553	1,216	19.2%	7,420	(133)	Based on wages: 6.2%
01415003	52210	TX- Medicare	1,250	1,795	1,192	1,766	(29)	-1.6%	1,735	(31)	Based on wages: 1.45%
01415003	52300	TX- Retirement Town	12,683	14,644	12,133	16,482	1,837	12.5%	16,192	(290)	Based on wages: 13.53%
		Benefits Total	47,868	63,717	46,551	57,724	(5,992)	-9.4%	57,271	(454)	
01415003	55017	TX- Bank Fees	-	200	-	200	-	0.0%	200	-	Tax Online ACH \$10/monthly.
01415003	55050	TX- Conf/Room/Meals	50	480	160	200	(260)	-56.5%	480	260	Conferences for DTC (NH Tax Collector Association) Price increase - decrease no overnight stay
01415003	55058	TX- Contract Services	-	1	-	1	-	0.0%	1	-	Coverage for Collections Clerk (80 hours)
01415003	55073	TX- Deeded Property	-	2,000	-	2,000	-	0.0%	2,000	-	Expenses related to Tax deeded properties - 4th qtr
01415003	55088	TX- Dues	40	50	40	40	(10)	-20.0%	50	10	NHTC Dues - no increase
01415003	55091	TX- Education/Training	2,942	2,000	120	1,000	(1,000)	-50.0%	1,000	-	Training and workshops -decrease no college courses-workshop/seminars
01415003	55170	TX- Legal Expenses	-	2,000	-	2,000	-	0.0%	2,000	-	Legal services for liens,deeds and bankruptcies, if any
01415003	55198	TX- Office Equipment Leases	2,155	2,156	1,796	2,200	44	2.0%	2,156	(44)	Two Copier leases \$ \$179.60 per month
01415003	55200	TX- Supplies	1,667	1,800	1,276	1,900	100	5.6%	1,800	(100)	Paper, Ink, Envelopes, Storage Boxes, printer
01415003	55224	TX- Postage	8,729	10,000	9,157	11,500	1,500	15.0%	10,000	(1,500)	Mailing delinquency, lien, and deed notices, tax bills. Increase due to postage increases.
01415003	55247	TX- Registry of Deeds	1,012	950	637	1,000	50	5.3%	950	(50)	Liens & deeds recordings at Registry of Deeds - postage increase
01415003	55297	TX- Tax Billing Services	3,262	3,300	1,641	3,300	-	0.0%	3,300	-	Processing fees and materials for tax bills
01415003	55298	TX- Tax Lien/Deeded Searches	3,775	4,000	4,150	5,500	1,500	37.5%	4,000	(1,500)	Tax Lien Services -increase- certified mail fees - \$5 increase notice fee per parcel
		General Expenses Total	23,631	28,917	18,978	30,841	1,924	6.7%	27,917	(2,924)	
01415003	55998	TX- Due from Water Fund	(37,081)	(40,886)	(30,664)	(44,885)	(3,999)	9.8%	(44,236)	649	25% Water Fund Offset
01415003	55999	TX- Due from Sewer Fund	(37,081)	(40,886)	(30,664)	(44,885)	(3,999)	9.8%	(44,236)	649	25% Sewer Fund Offset
		Due from Water/Sewer Funds Total	(74,162)	(81,771)	(61,328)	(89,770)	(7,999)	9.8%	(88,471)	1,298	
		<b>Tax Collection Total</b>	<b>88,835</b>	<b>117,157</b>	<b>91,933</b>	<b>120,611</b>	<b>3,454</b>	<b>2.9%</b>	<b>116,388</b>	<b>(4,222)</b>	

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<b>Assessing</b>											
01415005	51110	AS- Sal/Wages FT	78,966	83,871	70,252	89,821	5,950	7.1%	87,605	(2,216)	1 FT: Assessor
01415005	51210	AS- Sal/Wages Temp	-	1	-	1	-	0.0%	1	-	
		Salaries Total	78,966	83,872	70,252	89,822	5,950	7.1%	87,606	(2,216)	
01415005	52100	AS- Health Insurance	21,008	19,396	16,164	21,336	1,940	10.0%	21,336	-	10% increase in the premium rate
01415005	52110	AS- Dental Insurance	1,168	1,050	875	1,099	49	4.7%	1,099	-	4.7% increase in the premium rate
01415005	52120	AS- Life Insurance	98	108	90	92	(16)	-14.8%	92	-	Life base is down 15%
01415005	52130	AS- LTD Insurance	622	760	630	718	(42)	-5.5%	718	-	15% reduction
01415005	52200	AS- FICA	5,372	5,144	4,662	5,569	425	8.3%	5,432	(137)	Based on wages: 6.2%
01415005	52210	AS- Medicare	1,256	1,272	1,090	1,302	30	2.4%	1,270	(32)	Based on wages: 1.45%
01415005	52300	AS- Retirement Town	11,103	11,562	9,719	12,153	591	5.1%	11,853	(300)	Based on wages: 13.53%
		Benefits Total	40,627	39,292	33,231	42,269	2,977	7.6%	41,800	(469)	
01415005	55050	AS- Conf/Room/Meals	-	50	-	50	-	0.0%	50	-	Meetings - meals- room
01415005	55058	AS- Contract Services	95,162	94,100	81,229	96,200	2,100	2.2%	94,100	(2,100)	Assessor contract with MRI
01415005	55088	AS- Dues	290	290	50	290	-	0.0%	290	-	IAAO & NHAOA dues
01415005	55091	AS- Education/Training	235	650	-	650	-	0.0%	650	-	Course or seminar
01415005	55106	AS- Equipment Purchase	-	1	-	1	-	0.0%	1	-	Small equipment
01415005	55128	AS- Fuel	-	1	-	1	-	0.0%	1	-	Assessor position
01415005	55171	AS- Legal/Public Notices	-	50	-	50	-	0.0%	50	-	Public Notices in news media
01415005	55180	AS- Mapping	4,465	4,600	4,930	5,300	700	15.2%	4,600	(700)	Yrly updates \$4,000 & Building placement \$20.00 per bldg
01415005	55198	AS- Office Equipment Lease	1,348	1,078	898	1,078	-	0.0%	1,078	-	Printer Lease, \$89.80/mo
01415005	55200	AS- Supplies	147	300	12	300	-	0.0%	300	-	Toner, envelopes, general supplies
01415005	55224	AS- Postage	704	1,500	1,066	5,300	3,800	253.3%	6,000	700	Sales questionnaires,cyclical letters, added \$4,500 for revaluation letters
01415005	55247	AS- Registry of Deeds	21	50	-	50	-	0.0%	50	-	Plans,deeds & recording fees
01415005	55250	AS- Revaluation	-	1	-	10,000	9,999	999900.0%	10,000	-	Independent Appraiser - Riverwoods
01415005	55270	AS- Software Agreement	15,519	17,071	17,071	19,200	2,129	12.5%	17,071	(2,129)	Vision contract \$8,854 web fee \$3,980 cloud fee \$6,335
01415005	55308	AS- Travel Reimbursement	-	1	-	1	-	0.0%	1	-	Use of personal car -1 employee
		General Expenses Total	117,892	119,743	105,257	138,471	18,728	15.6%	134,242	(4,229)	
		<b>Assessing Total</b>	<b>237,485</b>	<b>242,808</b>	<b>208,739</b>	<b>270,562</b>	<b>27,654</b>	<b>11.4%</b>	<b>263,648</b>	<b>(6,914)</b>	
		<b>Total Finance</b>	<b>663,288</b>	<b>710,155</b>	<b>591,469</b>	<b>770,998</b>	<b>60,843</b>	<b>8.6%</b>	<b>749,446</b>	<b>(21,552)</b>	

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<b>Planning &amp; Development</b>											
<b>Planning</b>											
01419101	51110	PL- Sal/Wages FT	151,022	176,459	147,955	188,707	12,248	6.9%	184,051	(4,656)	2 FT : Town Planner; 1 FT Conservation/Sustainability Planner
01419101	51200	PL- Sal/Wages PT	30,605	27,450	18,874	28,601	1,151	4.2%	27,933	(668)	1 Admin Asst @ 20 hr/wk; Recording Sec @ \$18.50 per hr
		Salaries Total	181,627	203,909	166,829	217,308	13,399	6.6%	211,984	(5,324)	
01419101	52110	PL- Dental Insurance	1,871	3,799	1,583	3,978	179	4.7%	3,978	-	4.7% increase in the premium rate
01419101	52120	PL- Life Insurance	192	216	180	184	(32)	-14.8%	184	-	Life base is down 15%
01419101	52130	PL- LTD Insurance	970	991	826	928	(63)	-6.4%	928	-	15% reduction
01419101	52200	PL- FICA	11,589	12,483	10,343	13,473	990	7.9%	13,143	(330)	Based on wages: 6.2%
01419101	52210	PL- Medicare	2,711	3,116	2,419	3,151	35	1.1%	3,074	(77)	Based on wages: 1.45%
01419101	52300	PL- Retirement Town	21,098	24,326	20,455	25,532	1,206	5.0%	24,902	(630)	Based on wages: 13.53%
		Benefits Total	38,430	44,931	35,806	47,246	2,315	5.2%	46,209	(1,037)	
01419101	55050	PL- Conf/Room/Meals	200	800	209	800	-	0.0%	800	-	APA Conference, Seminars/training. Covers 2 FT employees, 1 PT
01419101	55058	PL- Contract Services	-	1	-	1	-	0.0%	1	-	
01419101	55088	PL- Dues	13,025	13,442	13,127	13,442	-	0.0%	13,442	-	Rockingham Planning Commission annual dues (2023 - \$13,127 estimated), APA dues (\$315).
01419101	55091	PL- Education/Training	453	500	90	500	-	0.0%	500	-	Seminars/Training for planning staff, board members
01419101	55136	PL- GIS Software	3,150	3,500	-	3,500	-	0.0%	3,500	-	Annual support and maintenance for building perm/zoning software. Paid annually in the fall.
01419101	55138	PL- Grant Matching	-	2,500	-	2,500	-	0.0%	2,500	-	No grants targeted at this time but to be ready if one comes along. The HDC Grant Matching line was reduced to \$1 so that any needed grant matching funds could come from this line item.
01419101	55155	PL- Inspection Services	-	1	-	1	-	0.0%	1	-	Placeholder for third party inspection as needed
01419101	55171	PL- Legal/Public Notices	1,875	2,000	1,062	2,000	-	0.0%	2,000	-	Primarily for Planning Board cases but also covers Planning dept.
01419101	55180	PL- Mapping	-	1	-	1	-	0.0%	1	-	Hasn't been spent in prior years due to in-house capabilities
01419101	55200	PL- Office Supplies	1,874	2,000	546	2,000	-	0.0%	2,000	-	Misc office supplies. Covers Planning & Building depts.
01419101	55384	PL- Sustainability Expense	1,038	1,250	467	1,250	-	0.0%	1,250	-	Provide source of funding for Clean Energy NH membership, annual Local Energy Solutions conference, & attendance at New England Municipal Sustainability meetings
01419101	55224	PL- Postage	3,239	4,000	4,655	4,000	-	0.0%	4,000	-	Covers Planning and Building departments as well as Planning Board packages and administration of cases.
01419101	55227	PL- Printing	509	400	-	400	-	0.0%	400	-	Used for large printing jobs such as Zoning Ordinance
01419101	55246	PL- Reference Material	439	425	439	425	-	0.0%	425	-	Includes Exeter Newspaper (\$160) and Registry Review (\$229), RSA books and other reference material
01419101	55289	PL- Studies	5,000	5,000	-	5,000	-	0.0%	5,000	-	Conducting zoning analysis with current funds and under contract for \$5,000. 2024 funds will go towards working on Master Plan Action Agenda items.
01419101	55308	PL- Travel Reimbursement	170	800	93	800	-	0.0%	800	-	To cover mileage for staff to attend training, workshops, meetings, etc.
		General Expenses Total	30,972	38,620	20,689	36,620	-	0.0%	36,620	-	
		<b>Planning Total</b>	<b>251,030</b>	<b>285,460</b>	<b>223,324</b>	<b>301,174</b>	<b>15,714</b>	<b>5.5%</b>	<b>294,813</b>	<b>(6,361)</b>	



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<b>Economic Development</b>											
01465207	51110	ED- Sal/Wages FT	96,213	101,875	85,407	108,602	6,727	6.6%	105,922	(2,680)	1 FT: ED Director
		Salaries Total	96,213	101,875	85,407	108,602	6,727	6.6%	105,922	(2,680)	
01465207	52100	ED- Health Insurance	26,848	26,279	21,899	28,907	2,628	10.0%	28,907	-	10% increase in the premium rate
01465207	52110	ED- Dental Insurance	1,871	1,900	1,583	1,989	89	4.7%	1,989	-	4.7% increase in the premium rate
01465207	52120	ED- Life Insurance	111	108	90	92	(16)	-14.8%	92	-	Life base is down 15%
01465207	52130	ED- LTD Insurance	906	926	772	868	(58)	-6.3%	868	-	15% reduction
01465207	52200	ED- FICA	5,536	6,263	4,934	6,733	471	7.5%	6,567	(166)	Based on wages: 6.2%
01465207	52210	ED- Medicare	1,295	1,531	1,154	1,575	44	2.9%	1,536	(39)	Based on wages: 1.45%
01465207	52300	ED- Retirement Town	13,527	14,045	11,816	14,694	649	4.6%	14,331	(363)	Based on wages: 13.53%
		Benefits Total	50,094	51,051	42,249	54,858	3,807	7.5%	54,290	(568)	
01465207	55050	ED- Conf/Room/Meals	-	1,500	-	200	(1,300)	-86.7%	200	-	Classes complete.
01465207	55055	ED- Consulting Services	3,214	2,500	1,575	2,500	-	0.0%	2,500	-	Consulting (prop appraisals, marketing, etc.)
01465207	55091	ED- Education/Training	-	2,000	-	-	(2,000)	-100.0%	-	-	Classes complete.
01465207	55190	ED- Mobile Communications	639	600	499	600	-	0.0%	600	-	Cell Phone for ED Director
01465207	55200	ED- Office Supplies	46	400	-	500	100	25.0%	400	(100)	New printer, paper, pens, ink, etc.
01465207	55308	ED -Travel Reimbursement	314	1,000	-	600	(400)	-40.0%	600	-	
		General Expenses Total	4,213	8,000	2,074	4,400	(3,600)	-45.0%	4,300	(100)	
		<b>Total Economic Development</b>	<b>150,520</b>	<b>160,926</b>	<b>129,729</b>	<b>167,860</b>	<b>6,933</b>	<b>4.3%</b>	<b>164,512</b>	<b>(3,348)</b>	
<b>Inspections &amp; Code Enforcement</b>											
01424002	51110	BI- Sal/Wages FT	162,396	164,325	142,321	178,410	14,085	8.6%	174,131	(4,279)	2 FT: Building Inspector, Deputy CEO
01424002	51200	BI- Sal/Wages PT	-	39,140	-	1	(39,139)	-100.0%	1	-	Unfilled position pulled for 2024 - 1 PT: Electrical Inspector (24 Hrs/Wk)
		Salaries Total	162,396	203,465	142,321	178,411	(25,054)	-12.3%	174,132	(4,279)	
01424002	52100	BI- Health Insurance	41,234	38,932	32,443	42,825	3,893	10.0%	42,825	-	10% increase in the premium rate
01424002	52110	BI- Dental Insurance	2,069	2,100	1,666	2,199	99	4.7%	2,199	-	4.7% increase in the premium rate
01424002	52120	BI- Life Insurance	184	216	155	184	(32)	-14.8%	184	-	Life base is down 15%
01424002	52130	BI- LTD Insurance	861	880	734	818	(62)	-7.0%	818	-	15% reduction
01424002	52200	BI- FICA	10,131	12,555	8,887	11,061	(1,494)	-11.9%	10,796	(265)	Based on wages: 6.2%
01424002	52210	BI- Medicare	2,370	3,010	2,078	2,587	(423)	-14.1%	2,525	(62)	Based on wages: 1.45%
01424002	52300	BI- Retirement Town	22,833	22,658	19,694	24,139	1,481	6.5%	23,560	(579)	Based on wages: 13.53%
		Benefits Total	79,681	80,351	65,657	83,813	3,462	4.3%	82,907	(906)	
01424002	55091	BI- Education/Training	-	250	-	250	-	0.0%	250	-	NE Building Officials Association Conference
01424002	55058	BI- Contracted Services	-	-	-	15,000	15,000	-	15,000	-	
01424002	55088	BI- Dues	250	300	30	300	-	0.0%	300	-	RNI and NHBOA Dues
01424002	55128	BI- Fuel	980	750	959	950	200	26.7%	750	(200)	Fuel for BI
01424002	55190	BI- Mobile Communications	599	600	499	600	-	0.0%	600	-	Cell Phone for BI
01424002	55308	BI- Travel Reimbursement	-	1,000	-	500	(500)	-50.0%	1,000	500	Mileage for Electrical inspector
01424002	55319	BI- Vehicle Maintenance	163	1	230	1	-	0.0%	1	-	
		General Expenses Total	1,992	2,901	1,717	17,601	14,700	506.7%	17,901	300	
		<b>Inspections &amp; Code Enf Total</b>	<b>244,069</b>	<b>286,717</b>	<b>209,695</b>	<b>279,825</b>	<b>(6,892)</b>	<b>-2.4%</b>	<b>274,940</b>	<b>(4,885)</b>	

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<b>Conservation Commission</b>											
01481105	51200	CC- Sal/Wages PT	368	1,000	531	504	(496)	-49.6%	504	-	Recording secretaries @ \$18.50/hr avg about 6 hr/mtg
01481105	51210	CC- Sal/Wages Temp	-	2,520	-	2,520	-	0.0%	2,520	-	Interns 2@12/hr, 15 hrs/wk for 7 wks
		Salaries Total	368	3,520	531	3,024	(496)	-14.1%	3,024	-	
01481105	52200	CC- FICA	23	218	33	187	(31)	-14.1%	187	-	Based on wages: 6.2%
01481105	52210	CC- Medicare	5	51	8	44	(7)	-14.1%	44	-	Based on wages: 1.45%
		Benefits Total	28	269	41	231	(38)	-14.1%	231	-	
01481105	55051	CC- Conservation Land Administration	3,602	2,050	398	2,050	-	0.0%	2,050	-	Covers costs for outreach activities (Spring Tree program, pollinator projects, star gazing event, etc), trail maintenance (bridge, signs, paint, etc) and conservation land administration work such as property monitoring and maintenance needs like invasive brush removal, and supplies such as tools, gloves and equipment.
01481105	55058	CC- Contract Services	993	1,000	975	1,000	-	0.0%	1,000	-	Raynes minor maintenance repair needs.
01481105	55088	CC- Dues	1,050	1,200	1,200	1,200	-	0.0%	1,200	-	For board to join related organizations: ESRLAC (\$150), NHACC (\$900), SELT (\$150)
01481105	55091	CC- Education/Training	70	250	60	250	-	0.0%	250	-	Training for board members and/or Cons & Sust planner (NHACC-3 members and other workshops)
01481105	55171	CC- Legal/Public Notices	-	50	-	50	-	0.0%	50	-	Covers approx 1 legal notice typ in newspaper
01481105	55224	CC- Postage	-	20	-	20	-	0.0%	20	-	Mailings to ConCom members (mostly elect distr)
01481105	55247	CC- Registry of Deeds	-	30	-	30	-	0.0%	30	-	Fee for registry of deeds (typically printing plans, deeds)
01481105	55254	CC- Roadside Mowing	1,775	1,700	1,825	1,700	-	0.0%	1,700	-	Mowing White, Perry, Irvine and 1/2 of Morrisette. This is paid out Oct-Dec
		General Expenses Total	7,490	8,300	4,458	6,300	-	0.0%	6,300	-	
		<b>Conservation Commission Total</b>	<b>7,888</b>	<b>10,089</b>	<b>5,029</b>	<b>9,555</b>	<b>(534)</b>	<b>-5.3%</b>	<b>9,555</b>	<b>-</b>	
<b>Renewable Energy Expense</b>											
01419118	55547	ENR- Renewable Energy Expense	-	1	-	1	-	0.0%	1	-	Potential Grant Matching
		General Expenses Total	-	1	-	1	-	0.0%	1	-	
		<b>Renewable Energy Expense</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>0.0%</b>	<b>1</b>	<b>-</b>	
<b>Zoning Board of Adjustment</b>											
01419103	51200	ZO- Sal/Wages PT	188	860	518	907	47	5.5%	907	(0)	Recording secretaries @ \$18.50 per hour
		Salaries Total	188	860	518	907	47	5.5%	907	(0)	
01419103	52200	ZO- FICA	12	53	32	56	3	5.5%	56	(0)	
01419103	52210	ZO- Medicare	3	12	7	13	1	5.5%	13	(0)	
		Benefits Total	14	66	40	69	4	5.5%	69	(0)	
01419103	55091	ZO- Education/Training	-	200	-	200	-	0.0%	200	-	min. training allotment for board members
01419103	55171	ZO- Legal/Public Notices	1,746	1,200	2,555	1,200	-	0.0%	1,200	-	expenses are estimated for ZBA case administration (majority of costs paid by applicant)
01419103	55224	ZO- Postage	2,069	2,000	840	2,000	-	0.0%	2,000	-	
		General Expenses Total	3,814	3,400	3,395	3,400	-	0.0%	3,400	-	
		<b>Zoning Total</b>	<b>4,016</b>	<b>4,326</b>	<b>3,952</b>	<b>4,376</b>	<b>51</b>	<b>1.2%</b>	<b>4,376</b>	<b>(0)</b>	

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<b>Historic District Commission</b>											
01419104	51200	HD- Sal/Wages PT	540	650	210	740	90	13.8%	740	-	Recording secretaries @ \$18.50 per hour
		Salaries Total	540	650	210	740	90	13.8%	740	-	
01419104	52200	HD- FICA	33	40	13	46	6	13.8%	46	-	Based on wages: 6.2%
01419104	52210	HD- Medicare	8	9	3	11	1	13.8%	11	-	Based on wages: 1.45%
		Benefits Total	41	50	16	57	7	13.8%	57	-	
01419104	55050	HD-Conf Rooms/Meals	-	200	-	200	-	0.0%	200	-	
01419104	55088	HD- Dues	-	50	-	50	-	0.0%	50	-	Min amt for dues associated with various organizations work with HDCs
01419104	55091	HD- Education/Training	100	200	-	200	-	0.0%	200	-	min. training allotment for board members
01419104	55138	HD- Grant Matching	-	1,000	-	1	(999)	-99.9%	1,000	999	CLG (Certified Local Government) Grant match. We did not apply for a CLG grant in 2022 but anticipate submitting in 2023.
01419104	55171	HD- Legal/Public Notices	-	100	-	100	-	0.0%	100	-	
01419104	55224	HD- Postage	260	350	82	350	-	0.0%	350	-	Expenses are estimated for HDC case administration
01419104	55227	HD- Printing	-	125	-	125	-	0.0%	125	-	Printing needs for HDC as they arise
01419104	55246	HD- Reference Material	-	100	-	100	-	0.0%	100	-	
		General Expenses Total	360	2,125	82	1,126	(999)	-47.0%	2,125	999	
		<b>Historic District Commission Total</b>	<b>941</b>	<b>2,825</b>	<b>308</b>	<b>1,923</b>	<b>(902)</b>	<b>-31.9%</b>	<b>2,922</b>	<b>999</b>	
<b>Heritage Commission</b>											
01419106	51200	HC- Sal/Wages PT	465	540	629	740	200	37.1%	740	-	Recording secretaries @ \$18.50 per hour
		Salaries Total	465	540	629	740	200	37.1%	740	-	
01419106	52200	HC- FICA	29	33	39	46	12	37.1%	46	-	Based on wages: 6.2%
01419106	52210	HC- Medicare	7	8	9	11	3	37.1%	11	-	Based on wages: 1.45%
		Benefits Total	36	41	48	57	15	37.1%	57	-	
01419106	55058	HC- Contract Services	-	1	-	1	-	0.0%	1	-	
01419106	55088	HC- Dues	-	50	-	50	-	0.0%	50	-	
01419106	55091	HC- Education/Training	91	200	-	200	-	0.0%	200	-	Min. training allotment for board members
01419106	55138	HC- Grant Matching	-	1	-	1	-	0.0%	1	-	
01419106	55224	HC- Postage	25	25	-	25	-	0.0%	25	-	Expenses are estimated for Heritage Commission case administration
01419106	55227	HC- Printing	-	35	-	35	-	0.0%	35	-	
		General Expenses Total	116	312	-	312	-	0.0%	312	-	
01419106	55347	Transfer Out	277	-	-	-	-	-	-	-	
			277	-	-	-	-	-	-	-	Year End Balance Transfer
		<b>Heritage Commission Total</b>	<b>893</b>	<b>893</b>	<b>677</b>	<b>1,109</b>	<b>216</b>	<b>24.1%</b>	<b>1,109</b>	<b>-</b>	
		<b>Total Planning &amp; Development</b>	<b>659,355</b>	<b>751,237</b>	<b>572,713</b>	<b>765,823</b>	<b>14,585</b>	<b>1.9%</b>	<b>752,228</b>	<b>(13,595)</b>	

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<b>Police Department</b>											
<b>Police</b>											
	51110	Sal/Wages FT	1,706,249	1,911,185	1,578,123	1,966,070	54,885	2.9%	1,954,151	(11,919)	29 FT (Chief, Deputy, Sergeants, Lieutenant, Officers, Admin)
	51111	Sal/Wages Shift Differential	6,284	8,320	11,382	13,520	5,200	62.5%	13,520	-	Per Police CBA
	51121	Sal/Wages Incentive	6,031	6,000	4,650	3,000	(3,000)	-50.0%	3,000	-	Per Police CBA
	51123	Sal/Wages Bonus	-	-	36,000	-	-	-	-	-	Second lump-sum retention bonus (not subject to retirement); offset by ARPA
	51130	Personal Replacement OT	-	-	153	18,825	18,825	-	18,825	-	Overtime for Personal Leave Repl and Fitness day
	51150	Vacation Replacement OT	63,840	46,587	47,678	48,837	2,250	4.8%	48,837	-	Cost to cover the replacement of officers on vacation
	51200	Sal/Wages PT	18,825	14,500	31,909	95,022	80,522	555.3%	94,225	(797)	1 Auxiliary Officer who teaches DARE spring/fall, added part time officer who is the prosecutor at an increase of \$80,522
	51300	Sal/Wages OT	110,710	103,267	109,827	47,457	(55,810)	-54.0%	47,457	-	Coverage OT
	51350	FEMA Storm Related OT	-	1	-	-	(1)	-100.0%	-	-	Expenses related to declared emergencies
	51400	Longevity Pay	1,750	1,800	650	1,200	(600)	-33.3%	1,200	-	For hires before 1/1/2010 only
	51410	Sick Replacement OT	36,680	19,250	23,095	23,857	4,607	23.9%	23,857	-	covers for officers out sick
	51420	Holiday Pay	66,387	66,270	12,478	66,924	654	1.0%	66,924	-	contract item
	51425	Firearm Incentive	2,500	-	-	3,000	3,000	-	3,000	-	contract item (moved to Incentive)
	51430	Field Training Incentive OT	10,831	-	-	7,997	7,997	-	7,997	-	contract item (moved to Incentive)
	51435	Comfort Dog OT	-	5,600	4,537	5,600	-	0.0%	5,600	-	Offsetting reduction in Staff OT
	51450	Education Incentive	15,000	16,500	14,042	16,500	-	0.0%	16,500	-	Per Police CBA
	51455	Training Regular Pay	20,040	-	-	-	-	-	-	-	
	51440	Training Coverage - OT	11,979	-	14,593	54,700	54,700	-	54,700	-	Training Coverage - OT
		<b>Salaries Total</b>	<b>2,077,107</b>	<b>2,199,280</b>	<b>1,889,118</b>	<b>2,372,509</b>	<b>173,229</b>	<b>7.9%</b>	<b>2,359,793</b>	<b>(12,716)</b>	
	52100	Health Insurance	436,960	436,880	362,057	520,619	83,739	19.2%	520,619	-	10% increase in the premium rate
	52110	Dental Insurance	30,816	34,656	28,793	40,584	5,928	17.1%	40,584	-	4.7% increase in the premium rate
	52120	Life Insurance	1,670	1,783	1,372	1,515	(268)	-15.0%	1,515	-	Life base is down 15%
	52130	LTD Insurance	1,068	1,092	910	959	(133)	-12.2%	959	-	15% reduction
	52200	FICA	8,772	9,473	7,629	10,248	775	8.2%	10,153	(95)	Based on wages: 6.2%
	52210	Medicare	30,311	32,314	26,121	34,401	2,087	6.5%	34,217	(184)	Based on wages: 1.45%
	52300	Retirement Town	20,682	21,390	17,975	22,363	973	4.5%	22,156	(207)	Based on wages: 13.53%
	52310	Retirement Police	647,557	659,636	544,899	660,681	1,045	0.2%	657,433	(3,248)	Based on wages: 31.28%
		<b>Benefits Total</b>	<b>1,177,835</b>	<b>1,197,225</b>	<b>989,754</b>	<b>1,291,370</b>	<b>94,145</b>	<b>7.9%</b>	<b>1,287,636</b>	<b>(3,734)</b>	
	55001	Accreditation	17,745	6,483	6,483	6,483	-	0.0%	6,483	-	Guardian Tracking and PowerDMS document management software yearly account renews in August
	55035	Chiefs Expenses	1,075	1,200	1,127	1,200	-	0.0%	1,200	-	Covers empl. awards, retirements, dept meetings, hosting meals
	55043	Community Relations	7,083	7,500	4,951	7,500	-	0.0%	7,500	-	Plaques, dare, crime prevention items includes NNO yearly, Halloween safety, Child badges, safety seats, Schreiber News.
	55045	Vehicle Computer Equipment	2,268	6,565	5,805	5,805	(760)	-11.6%	6,565	760	Cruiser laptop account to replace as needed includes installs and mounts/antenna
	55047	Computer Maintenance/Service Contract	17,109	17,500	14,950	21,318	3,818	21.8%	17,500	(3,818)	Certified Computer Solutions which is a 5 year contract-This is 5th year-2024 will see a new server for an increase to \$21,318 PD half of the total shared with Fire Department
	55050	Conf/Room/Meals	3,305	3,000	-	3,000	-	0.0%	3,000	-	Professional Development training conferences for the Chief and Deputy Chief- IACP convention, courses, etc.
	55057	Prosecutor Service	6,368	35,000	499	-	(35,000)	-100.0%	-	-	Moved to Part Time line item for salary
	55087	Dry Cleaning	10,800	10,800	10,800	10,800	-	0.0%	10,800	-	Contractual cost increase
	55088	Dues	9,436	8,993	6,455	8,993	-	0.0%	8,993	-	Yearly dues for SERT, NENA 911, NESPIN, Child Advocacy Center, and professional association memberships, NNEPAC
	55091	Education/Training	16,707	17,000	15,350	17,000	-	0.0%	17,000	-	Training course costs/meal reimbursement for the entire department (including civilians).
	55106	Equipment Purchase	16,392	39,883	12,247	44,537	4,654	11.7%	39,883	(4,654)	Mountain bike parts, stop stick replacement, flashlights, furniture/boards, Taser cartridges, etc.
	55128	Fuel	36,328	41,734	29,757	43,420	1,686	4.0%	41,734	(1,686)	Fuel for patrol vehicles

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	55133	General Expenses	12,224	6,000	4,857	7,500	1,500	25.0%	6,000	(1,500)	Towing charges, patrol enforcement supplies radar replacements, speed signs, promotional testing materials, hiring costs includes polygraph, medical, and psychological testing, Livescan fee, etc.
	55160	Investigation	345	5,000	564	5,000	-	0.0%	5,000	-	Covers drug investigation costs and equipment
	55190	Mobile Communications	5,497	3,050	3,870	3,904	854	28.0%	3,050	(854)	AT&T FirstNet department cell and laptop modem plan- n-all mobile comms expense lines (Staff, Detectives, and Patrol) into this one single line item.
	55193	Munitions	15,457	15,700	8,846	15,700	-	0.0%	15,700	-	This line item also includes firearms items and ammo for training and equipment for bean bag shotguns and simulated shooting drills protective gear, and includes the cost of both lethal and less lethal ammunition, gun accessories and cleaning, targets, range fees, etc.
	55199	Office Equipment Maintenance	5,772	5,725	4,770	5,725	-	0.0%	5,725	-	Maintenance contract of 6 machines including: copier printers and all service, parts, and labor
	55200	Office Supplies	12,101	11,800	8,952	11,800	-	0.0%	11,800	-	Department wide office supplies
	55224	Postage	852	1,000	890	1,000	-	0.0%	1,000	-	Postage costs for mailings
	55270	Software Agreement	17,855	23,410	21,208	27,314	3,904	16.7%	23,410	(3,904)	Central Square IMC full contract and DTS scheduling software, and Frontline FTO
	55314	Uniforms	24,599	16,200	16,447	16,200	-	0.0%	16,200	-	Cost for uniforms and uniform related equipment for 40 employees- include bullet proof vest replacements and contractual clothing allowance for staff division of \$400 each/year.
	55319	Vehicle Maintenance	19,938	21,000	10,334	21,000	-	0.0%	21,000	-	Covers repair costs for 19 vehicles
	55390	Comfort Dog Expenses	-	8,000	8,372	2,000	(6,000)	-75.0%	2,000	-	Dog food, vet bills, equipment
	55321	Veterinarian Service	-	750	75	750	-	0.0%	750	-	contract with SPCA (\$750), unforeseen animal vet charges, rabies testing
	55104	Veterinarian Equipment	300	300	300	300	-	0.0%	300	-	ACO equipment, splitting the cost of Online dog Licensing Lookup software management with Town Clerk
		General Expenses Total	259,557	313,593	197,909	288,249	(25,344)	-8.1%	272,593	(15,656)	
		<b>Total Police Department</b>	<b>3,514,499</b>	<b>3,710,098</b>	<b>3,076,780</b>	<b>3,952,128</b>	<b>242,030</b>	<b>6.5%</b>	<b>3,920,022</b>	<b>(32,106)</b>	

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<b>Fire Department</b>											
	51110	Sal/Wages FT	1,959,552	2,135,655	1,777,073	2,218,998	83,343	3.9%	2,206,551	(12,447)	33 FT
	51121	Sal/Wages Incentive	2,002	20,350	16,550	18,585	(1,765)	-8.7%	18,585	-	Negotiated in CBA
	51123	Sal/Wages Bonus	-	-	52,000	-	-	-	-	-	Second lump-sum retention bonus (not subject to retirement); offset by ARPA
	51150	Vacation Replacement OT	22,803	19,487	17,250	11,669	(7,818)	-40.1%	11,669	-	Overtime for Vacation Leave Replacement (NEW) 1 PT: Emergency Management Director - 24 hrs. Monthly - 8 months in FY24
	51200	Sal/Wages PT	-	-	-	9,939	9,939	-	-	(9,939)	
	51300	Sal/Wages Call Back OT	85,966	88,201	69,722	93,876	5,675	6.4%	93,876	-	Overtime for emergency recall and other off-duty details
	51130	Personal Replacement OT	22,430	19,397	7,308	8,569	(10,828)	-55.8%	8,569	-	Overtime for Personal Leave Replacement
	51350	FEMA Storm Related OT	-	1	-	-	(1)	-100.0%	-	-	Expenses related to declared emergencies
	51400	Longevity Pay	2,700	1,850	-	1,950	100	5.4%	1,950	-	For employees hired prior to 1/1/2006
	51410	Sick Replacement OT	35,094	34,305	22,017	15,291	(19,014)	-55.4%	15,291	-	Overtime for Sick Replacement
	51420	Holiday Pay	99,111	110,172	2,755	113,074	2,902	2.6%	113,074	-	Holiday pay (12 holidays @ 12hrs)
	51600	Sal/Wages On Call	75	2,500	56	2,500	-	0.0%	2,500	-	PT On-Call salaries
		Salaries Total	2,229,732	2,431,918	1,964,731	2,494,451	62,533	2.6%	2,472,065	(22,386)	
	52100	Health Insurance	429,817	490,248	440,383	579,394	89,146	18.2%	579,394	-	10% increase in the premium rate
	52110	Dental Insurance	36,749	42,327	34,572	43,957	1,630	3.9%	43,957	-	4.7% increase in the premium rate
	52120	Life Insurance	2,347	3,564	2,848	3,029	(535)	-15.0%	3,029	-	Life base is down 15%
	52130	LTD Insurance	1,042	1,065	888	959	(106)	-10.0%	959	-	15% reduction
	52200	FICA	2,797	3,245	2,566	4,301	1,056	32.5%	3,685	(616)	Based on wages: 6.2%
	52210	Medicare	31,765	35,609	27,143	36,170	560	1.6%	35,845	(325)	Based on wages: 1.45%
	52300	Retirement Town	6,559	7,072	5,905	7,704	632	8.9%	7,514	(190)	Based on wages: 13.53%
	52320	Retirement Fire	725,445	751,156	591,317	736,009	(15,147)	-2.0%	732,658	(3,351)	Based on wages: 32.99%
		Benefits Total	1,236,520	1,334,286	1,105,621	1,411,523	77,236	5.8%	1,407,041	(4,482)	
	55019	Breathing Apparatus	4,240	6,120	3,317	5,450	(670)	-10.9%	6,120	670	Breathing apparatus testing and repairs & air compressor certification and repairs
	55035	Chiefs Expenses	739	750	481	750	-	0.0%	750	-	expenses for meetings, dinners
	55038	Cistern Maintenance	-	900	-	900	-	0.0%	900	-	Cistern & dry hydrant maintenance
	55041	Command Supplies	3,469	3,500	2,995	5,000	1,500	42.9%	3,500	(1,500)	Emergency Operations Center supplies during drills, exercise and incidents, including food, office supplies, & training material
	55042	Communications Equipment	4,007	10,793	4,007	11,154	361	3.3%	10,793	(361)	2 way radio (mobile and portable); RAVE Mobile Safety - Emergency Community Notification (Reverse 911)
	55043	Community Relations	-	5,000	3,744	5,000	-	0.0%	5,000	-	Annual Contract for Social Media Consultant and Community Relations Specialist.
	55224	Postage	245	300	78	250	(50)	-16.7%	300	50	Postage for General FD, Fire Prevention, new candidate hiring, etc.
	55058	Contract Services	16,991	17,565	14,325	21,318	3,753	21.4%	17,565	(3,753)	50% of annual contracted IT support for the Public Safety Complex. Shared cost with Police Department
	55087	Dry Cleaning	210	250	192	250	-	0.0%	250	-	Dry cleaning of chief officer uniforms & Class "A" dress uniforms.
	55088	Dues	7,247	7,831	7,975	9,227	1,396	17.8%	7,831	(1,396)	Annual Association Dues with multiple organizations
	55091	Education/Training	4,386	17,756	5,357	16,913	(843)	-4.7%	17,756	843	Tuition for college classes, fire certifications and education supplies.
	55106	General Equipment Purchase	46,919	45,000	29,232	45,000	-	0.0%	45,000	-	Necessary firefighting equipment purchases & replacement
	55123	Fire Prevention Supplies	5,653	5,565	3,564	6,722	1,157	20.8%	5,565	(1,157)	NFPA annual membership & Fire Prevention & Investigation Supplies
	55128	Fuel	15,606	20,015	16,024	21,214	1,199	6.0%	20,015	(1,199)	Gas and diesel fuel for all fire department vehicles, Plus 800 gallon tank at fire station
	55132	General Equipment Repair	3,487	3,450	3,678	3,450	-	0.0%	3,450	-	Small tool & equipment repair
	55133	General Expenses	3,025	3,620	1,153	3,620	-	0.0%	3,620	-	Background investigations, Water, Emergency scene rehab. supplies, etc.
	55144	Hazmat Supplies	1,523	1,525	1,695	2,686	1,161	76.1%	1,525	(1,161)	Hazardous materials monitoring equipment, clean up and control supplies.
	55149	Hose Replacement	5,732	5,660	5,660	5,812	152	2.7%	5,660	(152)	Fire hose replacement and repair.
	55151	Hydrant Maintenance Fee	20,000	20,000	15,280	-	(20,000)	-100.0%	-	-	Hydrant Maintenance Fee to Water Dept. (moved to GG)
	55190	Mobile Communications	5,410	5,458	3,350	6,095	637	11.7%	5,458	(637)	Cell phone plan and data usage for staff cars, engines, and fire prevention
	55199	Office Equipment Maintenance	2,492	2,510	2,135	2,660	150	6.0%	2,510	(150)	Lease Agreements/Service Contracts (copier & time clock)

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	55200	Office Supplies	2,403	2,500	900	2,500	-	0.0%	2,500	-	Office Supplies for entire Fire Department (except Health)
	55214	Physicals	20,352	2,625	1,526	1,700	(925)	-35.2%	2,625	925	Pre-employment physicals for new hires
	55050	Conf/Room/Meals	-	4,500	778	4,500	-	0.0%	4,500	-	Examples include - New England Chiefs, FDIC conference, IAFC - FRI International, IMT Annual Conference.
	55230	Protective Equipment	47,787	44,382	27,794	54,082	9,700	21.9%	44,382	(9,700)	Turnout gear replacement, inspections, repair.
	55237	Radio Repairs/Maintenance	3,781	5,728	2,695	5,740	12	0.2%	5,728	(12)	Maint. & programming FD Portable & Mobile Radios, Annual service contract with 2-Way Communications
	55270	Software Agreement	8,620	10,657	9,703	11,149	492	4.6%	10,657	(492)	All annual software agreements for IMC data collection & dispatching, Public Eye mobile data terminals, eDispatch firefighter notification, and Knox Box Cloud Service
	55282	Building Supplies	6,942	3,128	2,817	3,500	372	11.9%	3,128	(372)	Laundry & misc bldg. cleaning supplies
	55308	Travel Reimbursement				1,195	1,195		-	(1,195)	Travel reimbursement for use of personal vehicle to attend meetings, briefings and training.
	55314	Uniforms	30,197	25,958	22,923	26,661	703	2.7%	25,958	(703)	Uniforms for 32 FT employees, 2 Cail members
	55319	Vehicle Maintenance	38,376	39,917	31,113	42,255	2,338	5.9%	39,917	(2,338)	Vehicle Maintenance, Inspections, Tires, Annual Pump and Aerial Testing and Certifications, Plymo-Vent Exhaust Capture System
	55264	Shelter Equipment	-	1	-	1	-	0.0%	1	-	Agreement with SAU16 to provide shelter food/supplies
	55095	Emergency Management Equipment	2,534	2,000	1,950	2,500	500	25.0%	2,000	(500)	Upgrades to EOC Audio-Visual equipment, and on scene materials (replacement cones, barricades, signage, barriers)
	55119	FEMA Reimb - Force Labor	-	1	-	1	-	0.0%	1	-	FEMA line if needed
	55118	FEMA Reimb - Force Equip	-	1	-	1	-	0.0%	1	-	FEMA line if needed
		<b>General Expenses Total</b>	<b>312,373</b>	<b>324,966</b>	<b>226,440</b>	<b>329,256</b>	<b>4,290</b>	<b>1.3%</b>	<b>304,966</b>	<b>(24,290)</b>	
	57006	Capital Outlay	-	1	-	1	-	0.0%	1	-	\$1 place holder if grant funds become available
		<b>Capital Outlay Total</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>0.0%</b>	<b>1</b>	<b>-</b>	
		<b>Total Fire Department</b>	<b>3,778,625</b>	<b>4,091,172</b>	<b>3,296,792</b>	<b>4,235,231</b>	<b>144,059</b>	<b>3.5%</b>	<b>4,184,073</b>	<b>(51,158)</b>	

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<b>Public Safety Shared Services</b>											
<b>Dispatch</b>											
01429905	51110	PDD- Sal/Wages FT	201,673	230,138	166,665	233,513	3,375	1.5%	233,513	-	5 FT Staff in General Fund budget. 1 FT in EMS Fund budget
01429905	51111	PDD- Sal/Wages Shift Differential	1,614	4,160	3,033	4,160	-	0.0%	4,160	-	Per Police CBA
01429905	51121	PDD- Sal/Wages Incentive Reg	500	500	2,307	500	-	0.0%	500	-	Per Police CBA
01429905	51123	PDD- Sal/Wages Retention Bonus	-	-	6,000	-	-	-	-	-	Second lump-sum retention bonus (not subject to retirement); offset by ARPA
01429905	51130	PDD- Personal Replacement OT	-	-	-	4,505	4,505	-	4,505	-	Overtime for Personal Leave Replacement
01429905	51150	PDD- Vacation Replacement OT	10,357	9,000	10,257	7,544	(1,456)	-16.2%	7,544	-	covers vacation/personal days for dispatchers
01429905	51200	PDD- Sal/Wages PT	272	2,500	543	2,500	-	0.0%	2,500	-	Reduced to budget for one at several shifts a month
01429905	51300	PDD-Sal/Wages OT	16,871	14,800	13,174	4,836	(9,764)	-66.9%	4,836	-	covers cost in emergencies and regular coverage added \$3000 from sick replacement
01429905	51350	PDD-FEMA Storm Related OT	-	-	-	-	-	-	-	-	Expenses related to declared emergencies
01429905	51400	PDD-Longevity Pay	-	-	-	-	-	-	-	-	contract item
01429905	51410	PDD-Sick Replacement OT	1,189	3,000	1,034	1,739	(1,261)	-42.0%	1,739	-	covers OT for dispatchers out sick removed \$3000 to be placed into reg OT
01429905	51420	PDD-Holiday Pay	10,559	10,665	3,071	10,791	126	1.2%	10,791	-	contract item
01429905	51430	PDD-Sal/Wages FTO Incentive	2,141	-	-	3,390	3,390	-	3,390	-	-
01429905	51440	PDD-Training Coverage - OT	720	-	-	-	-	-	-	-	Training Regular Pay
01429905	51455	PDD-Training Regular Pay	3,222	-	-	-	-	-	-	-	Training Coverage - OT
01429905	51450	PDD-Education Incentive	1,500	2,500	2,208	2,000	(500)	-20.0%	2,000	-	contract item
		Salaries Total	250,618	277,063	208,292	275,478	(1,585)	-0.6%	275,478	-	
01429905	52100	PDD-Health Insurance	56,288	64,221	55,575	105,239	41,018	63.9%	105,239	-	10% increase in the premium rate
01429905	52110	PDD-Dental Insurance	3,864	4,579	4,026	7,635	3,056	66.7%	7,635	-	4.7% increase in the premium rate
01429905	52120	PDD-Life Insurance	232	270	199	230	(40)	-14.8%	230	-	Life base is down 15%
01429905	52200	PDD-FICA	15,165	17,178	12,740	17,080	(98)	-0.6%	17,080	-	Based on wages: 6.2%
01429905	52210	PDD-Medicare	3,530	4,017	2,973	3,994	(23)	-0.6%	3,994	-	Based on wages: 1.45%
01429905	52300	PDD-Retirement Town	34,613	37,859	27,551	36,934	(925)	-2.4%	36,934	-	Based on wages: 13.53%
		Benefits Total	113,692	128,124	103,064	171,112	42,988	33.6%	171,112	-	
01429905	55105	PDD-Equipment Maintenance	15,122	25,325	13,771	25,325	-	0.0%	25,325	-	2-way comms maintenance/service contracts, Acorn VS logger. Contracts paid at the end of the year. Dispatch 4G failovers
01429905	55108	PDD-Equipment Repair	2,537	5,800	-	5,800	-	0.0%	5,800	-	Uncovered replacement/repair costs for dispatch items and radio equipment and portable radios, cross agency
01429905	55277	SPOTS Computer Maintenance	-	-	-	-	-	-	-	-	computer connection with state police- removed by BRC
01429905	55256	PDD-Phone Repairs/Service	391	550	450	550	-	0.0%	550	-	dispatch center phone repairs, Firstnet emergency phone service, updates, sonicwall fee
		General Expenses Total	18,050	31,675	14,222	31,675	-	0.0%	31,675	-	
		<b>Dispatch Total</b>	<b>382,360</b>	<b>438,862</b>	<b>325,578</b>	<b>478,265</b>	<b>41,403</b>	<b>9.5%</b>	<b>478,265</b>	<b>-</b>	



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<b>Health</b>											
01441105	51110	FH- Sal/Wages FT	61,775	66,453	48,662	72,509	6,056	9.1%	70,720	(1,789)	1 FT: Health Officer
		Salaries Total	61,775	66,453	48,662	72,509	6,056	9.1%	70,720	(1,789)	
01441105	52100	FH- Health Insurance	26,738	26,185	19,639	-	(26,185)	-100.0%	-	-	10% increase in the premium rate
01441105	52110	FH- Dental Insurance	1,871	1,900	1,425	569	(1,331)	-70.1%	569	-	4.7% increase in the premium rate
01441105	52120	FH- Life Insurance	154	108	81	92	(16)	-14.8%	92	-	Life base is down 15%
01441105	52200	FH- FICA	3,571	4,036	2,819	4,496	459	11.4%	4,385	(111)	Based on wages: 6.2%
01441105	52210	FH- Medicare	835	1,048	659	1,051	4	0.4%	1,025	(26)	Based on wages: 1.45%
01441105	52300	FH- Town Retirement	8,686	9,158	6,568	9,810	652	7.1%	9,568	(242)	Based on wages: 13.53%
		Benefits Total	41,855	42,435	31,190	16,018	(26,416)	-62.3%	15,639	(379)	
01441105	55293	FH- Supplies	682	600	213	600	-	0.0%	600	-	Health Inspection and office supplies
01441105	55224	FH- Postage	29	50	23	50	-	0.0%	50	-	Health Dept. mailings
01441105	55055	FH- Consulting	-	1	-	1	-	0.0%	1	-	
01441105	55190	FH- Mobile Communications	958	996	522	996	-	0.0%	996	-	Phone plan & mobile data terminal usage for Health Officer
01441105	55191	FH- Mosquito Control	36,000	40,000	30,300	34,500	(5,500)	-13.8%	40,000	5,500	Mosquito control maintenance contract costs - reduction due to anticipated new vendor contract
01441105	55270	FH- Software Agreement	2,400	2,640	2,400	2,640	-	0.0%	2,640	-	Relevant FoodCode Pro forms and reporting
01441105	55308	FH- Travel Reimbursement	-	200	-	200	-	0.0%	200	-	Mileage reimbursement for Health Officer
01441105	55050	FH- Conf/Room/Meals	274	795	100	795	-	0.0%	795	-	Training, Meeting and Seminars for Health Officer
01441105	55088	FH- Dues	90	90	90	90	-	0.0%	90	-	Health Dept. dues & memberships
01441105	55091	FH- Education/Training	1,500	-	-	1,500	1,500	-	-	(1,500)	Approved College Classes for the new Health Officer
		General Expenses Total	41,931	45,372	33,648	41,372	(4,000)	-8.8%	45,372	4,000	
		<b>Health Total</b>	<b>145,561</b>	<b>154,260</b>	<b>113,500</b>	<b>129,899</b>	<b>(24,360)</b>	<b>-15.8%</b>	<b>131,731</b>	<b>1,832</b>	
		<b>Total Public Safety Shared Services</b>	<b>527,921</b>	<b>591,122</b>	<b>439,078</b>	<b>608,164</b>	<b>17,043</b>	<b>2.9%</b>	<b>609,996</b>	<b>1,832</b>	

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<b>Public Works - General Fund</b>											
<b>Administration &amp; Engineering</b>											
01431101	51110	PWA- SalWages FT	430,798	539,359	245,689	632,441	93,082	17.3%	613,119	(19,322)	6 FT: Director, Town Eng, Eng Tech, Office Mgr, Office Clerk, Asst Engineer, GIS Tech (FY) Currently there are 4 open positions
01431101	51200	PWA- SalWages PT	-	1	9,322	222	221	22100.0%	222	-	1- PT-recording secretary for River Committee @ \$18.50/hr
01431101	51300	PWA- SalWages OT	487	500	503	700	200	40.0%	500	(200)	
		Salaries Total	431,284	539,860	255,514	633,363	93,503	17.3%	613,841	(19,522)	
01431101	52100	PWA- Health Insurance	83,184	127,472	44,005	136,300	8,828	6.8%	136,300	-	10% increase in the premium rate
01431101	52110	PWA- Dental Insurance	5,846	9,635	3,389	11,613	1,978	20.5%	11,613	-	4.7% increase in the premium rate
01431101	52120	PWA- Life Insurance	474	594	246	551	(43)	-7.2%	551	-	Life base is down 15%
01431101	52130	PWA- LTD Insurance	1,078	1,147	94	959	(188)	-16.4%	959	-	15% reduction
01431101	52200	PWA- FICA	25,148	19,959	15,217	39,269	19,309	96.7%	38,058	(1,210)	Based on wages: 6.2%
01431101	52210	PWA- Medicare	6,003	5,202	3,559	9,184	3,982	76.6%	8,901	(283)	Based on wages: 1.45%
01431101	52300	PWA- Retirement Town	63,764	44,678	33,040	85,664	40,986	91.7%	83,023	(2,641)	Based on wages: 13.53%
		Benefits Total	185,497	208,667	99,549	283,539	74,852	35.9%	279,404	(4,135)	
01431101	55003	PWA- Drug/Alcohol Testing	1,482	1,200	583	1,200	-	0.0%	1,200	-	Contract w/Access; required (per USDOT) random testing for all CDL holders & screening new hires
01431101	55050	PWA- Conf/Room/Meals	2,470	3,000	2,435	3,000	-	0.0%	3,000	-	National or regional conf 60% Dir, Town Eng; 100% Maint Supt, Hwy Supt @\$1100 ea
01431101	55058	PWA- Contracted Services	-	1	810	1	-	0.0%	1	-	Moved to CIP
01431101	55088	PWA- Dues	555	700	748	700	-	0.0%	700	-	Dues: APWA \$210, NHPWA \$100, Mutual Aid \$25; Licenses: PE 2@150/2 yr
01431101	55091	PWA- Education/Training	1,488	2,000	-	2,000	-	0.0%	2,000	-	Education and training for staff (NHMA, NHDES, NEPW Association)
01431101	55128	PWA- Fuel	1,499	1,500	205	1,500	-	0.0%	1,500	-	Dir & Eng vehicles
01431101	55133	PWA- General Expenses	920	1,200	339	1,200	-	0.0%	1,200	-	Meal reimbursement during extended operations per Director's determination increased from \$8 to \$12
01431101	55158	PWA- Insurance Deductible	-	1	4,966	1	-	0.0%	1	-	Damage repairs on insurance claims
01431101	55181	PWA- Master Fuel Account	11,129	1	(7,923)	1	-	0.0%	1	-	Bulk fuel delivery charges less dept allocations; for 109 vehicles
01431101	55190	PWA- Mobile Communications	1,178	1,200	625	1,200	-	0.0%	1,200	-	60% Director, Town Engineer & Asst Engineer; 100% Highway, MiFi (Engineering)
01431101	55200	PWA- Office Supplies	7,869	10,000	5,084	10,000	-	0.0%	10,000	-	Gen office supplies \$6500; Eng supplies \$3500: plotter paper & ink, field books, Town Standards, scanning plans; 60% of copier billing
01431101	55224	PWA- Postage	198	500	269	500	-	0.0%	500	-	General day to day mailings
01431101	55237	PWA- Radio Repairs	125	600	-	600	-	0.0%	600	-	4 Desk sets, 6 portables, 42 vehicle units
01431101	55238	PWA- Radio Replacement	-	1,000	-	1,000	-	0.0%	1,000	-	Digital repeater to communicate with Fire & Police
01431101	55319	PWA- Vehicle Maintenance	40	600	18	600	-	0.0%	600	-	Dir & Eng vehicles
		General Expenses Total	28,953	23,503	8,159	23,503	-	0.0%	23,503	-	
01431101	55998	PWA- Due from Water Fund	(140,973)	(156,662)	(117,497)	(183,333)	(26,670)	17.0%	(178,649)	4,684	20% Water Fund offset
01431101	55999	PWA- Due from Sewer Fund	(140,973)	(156,662)	(117,497)	(183,333)	(26,670)	17.0%	(178,649)	4,684	20% Sewer Fund offset
		Due from Water/Sewer Funds Total	(281,946)	(313,325)	(234,993)	(366,665)	(53,341)	17.0%	(357,298)	9,367	
		<b>Administration &amp; Engineering Total</b>	<b>363,789</b>	<b>458,725</b>	<b>128,229</b>	<b>573,740</b>	<b>115,015</b>	<b>25.1%</b>	<b>559,450</b>	<b>(14,290)</b>	

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<b>Highways and Streets</b>											
01431202	51110	HWY- Sal/Wages FT	615,976	720,653	583,721	751,574	30,921	4.3%	748,894	(2,680)	12 FT
01431202	51210	HWY- Sal/Wages Temp	-	1	284	1	-	0.0%	1	-	Intern, Summer/Fall laborer
01431202	51121	HWY- Sal/Wages Incentive Reg	2,750	2,750	-	2,750	-	0.0%	2,750	-	Per SEIU CBA
01431202	51300	HWY- Sal/Wages OT	13,882	20,000	16,818	20,000	-	0.0%	20,000	-	Emergency ops, callouts, flood watch, voting/traffic control
01431202	51310	HWY- Sal/Wages Stand-By	7,280	7,280	6,160	7,280	-	0.0%	7,280	-	After hours on-call status, \$140/wk per union contract
01431202	51350	HWY- FEMA Storm Related OT	-	1	-	-	(1)	-100.0%	-	-	Expenses related to declared emergencies
01431202	51400	HWY- Longevity Pay	6,650	7,050	-	7,050	-	0.0%	7,050	-	6 FT per union contract
		Salaries Total	646,539	757,735	606,984	788,655	30,920	4.1%	785,975	(2,680)	
01431202	52100	HWY- Health Insurance	181,947	229,653	150,011	180,623	(49,030)	-21.3%	180,623	-	10% increase in the premium rate
01431202	52110	HWY- Dental Insurance	10,600	14,478	9,657	16,048	1,570	10.8%	16,048	-	4.7% increase in the premium rate
01431202	52120	HWY- Life Insurance	529	702	545	597	(105)	-15.0%	597	-	Life base is down 15%
01431202	52200	HWY- FICA	38,475	46,117	36,022	48,897	2,779	6.0%	48,730	(166)	Based on wages: 6.2%
01431202	52210	HWY- Medicare	8,998	11,849	8,424	11,435	(414)	-3.5%	11,397	(39)	Based on wages: 1.45%
01431202	52300	HWY- Retirement Town	89,551	104,429	85,135	106,705	2,276	2.2%	106,342	(363)	Based on wages: 13.53%
		Benefits Total	330,100	407,229	289,793	364,305	(42,924)	-10.5%	363,737	(568)	
01431202	55013	HWY- Asphalt Reclamation	10,000	10,000	-	5,000	(5,000)	-50.0%	10,000	5,000	1x reduction of \$5K in 2024 - Grinding & screening to recycle asphalt and concrete into reusable product. Screening compost and sand
01431202	55020	HWY- Bridge Repairs	4,825	5,500	5,000	5,500	-	0.0%	5,500	-	Maintenance and repair of 7 Town-owned bridges
01431202	55066	HWY- Culvert Repairs/Replacement	1,380	4,000	-	3,000	(1,000)	-25.0%	4,000	1,000	1x reduction of \$1K in 2024 - Minor repairs, replace & clearing culverts (pipes & headers)
01431202	55071	HWY- Dam Maintenance	298	2,500	570	2,500	-	0.0%	2,500	-	Dam & abutment concrete & mechanical repairs at Pickpocket, Colcord, Sloans Brook
01431202	55072	HWY - Dam Registration	400	400	-	400	-	0.0%	400	-	Annual NHDES fees (due December) Sloans Brook
01431202	55091	HWY- Education/Training	770	1,500	2,160	1,500	-	0.0%	1,500	-	Classes, licensing (CDL, UNH Tech Transfer classes)
01431202	55096	HWY- Emergency Traffic Control	499	500	120	500	-	0.0%	500	-	Uniformed officer in high traffic, emergencies
01431202	55107	HWY- Equipment Rentals	5,523	4,500	2,426	4,500	-	0.0%	4,500	-	Rental of equipment not owned by Town, including bulldozer, excavator, grader, screen
01431202	55128	HWY- Fuel	20,783	28,000	23,233	25,000	(3,000)	-10.7%	28,000	3,000	Fuel for highway dept vehicles & equipment; contract price projected to be unleaded \$2.97/gal & diesel \$3.80/gal
01431202	55134	HWY- General Hand Tools	3,405	4,000	2,469	4,000	-	0.0%	4,000	-	Repl/repair hand tools incl. compacter, hand-saw, chainsaws, small power tools
01431202	55190	HWY- Mobile Communications	1,362	1	-	1	-	0.0%	1	-	moved to phone reimbursement
01431202	55212	HWY- Phone Reimbursement	1,564	2,400	1,308	2,400	-	0.0%	2,400	-	Cell Phone stipend \$40/mo for Supt + 3 Foremen
01431202	55257	HWY- Safety Equipment	6,447	5,000	4,339	5,000	-	0.0%	5,000	-	Hardhats, vests, eye protection, Technu, steel-toed boot repl \$185/yr per employee
01431202	55267	HWY- Signs	7,745	8,000	4,002	8,000	-	0.0%	8,000	-	Sign replacement for retro reflectivity, damages.
01431202	55285	HWY- Storm Drain Repair	4,246	6,000	2,675	6,000	-	0.0%	6,000	-	Repair drain castings, 1,305 catch basins
01431202	55286	HWY- Street Marking	37,166	35,000	33,707	35,000	-	0.0%	35,000	-	Fog lines, center lines, parking spaces (butyl rubber by contractor); crosswalks 2x yr
01431202	55287	HWY- Street Repairs/Maint	16,301	18,000	11,212	18,000	-	0.0%	18,000	-	Patching town roads & shoulder repair materials; includes asphalt, concrete, gravel
01431202	55310	HWY- Tree Maintenance	24,997	20,000	3,750	55,535	35,535	177.7%	20,000	(35,535)	All trees in Town ROW & parks incl pruning, fertilizing & removal w/ licensed arborist; increasing demands for tree removal & pruning; additional street trees at Lincoln & presence of Emerald Ash Borer (EAB) - \$35K added in 2024 to establish Tree Committee budget.
01431202	55314	HWY- Uniforms	7,977	7,400	5,239	7,400	-	0.0%	7,400	-	12 employees (Laundering, repair and replacement)
01431202	55319	HWY- Vehicle Maintenance	51,033	50,000	50,923	50,000	-	0.0%	50,000	-	Maintenance of all dept vehicles and equip
01431202	55337	HWY- Weed Control	8,000	8,000	8,000	9,000	1,000	12.5%	8,000	(1,000)	Along medians & curbing; contract w/licensed herbicide applicator, \$1K switch from Roundup to pre-emergent.
		General Expenses Total	214,722	220,701	161,133	248,236	27,535	12.5%	220,701	(27,535)	
01431202	55251	HWY-Road Paving/Maintenance	470,484	700,000	345,988	700,000	-	0.0%	700,000	-	Incl crack sealing, reconstruction, etc.
01431202	55067	HWY- Culvert Replacement	10,102	10,000	-	5,000	(5,000)	-50.0%	10,000	5,000	1x reduction of \$5K in 2024 - Replace culverts and repair headers & outlets in Town roads

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01431202	55266	HWY- Sidewalks/Curbing	15,758	15,000	2,512	15,000	-	0.0%	15,000	-	Sidewalks and curbing, minor repair & replacements
01431202	55284	HWY- Storm Drain Cleaning	29,925	30,000	-	30,000	-	0.0%	30,000	-	Annual clean 50% catch basins, material testing, MS4 permit compliance
01431202	57006	HWY- Capital Outlay-Equipment				50,000	50,000		-	(50,000)	Chipper body and water tank truck (Tree Committee)
		Capital Outlay Total	526,269	755,000	348,499	800,000	45,000	6.0%	755,000	(45,000)	
		Highways & Streets Total	1,717,629	2,140,665	1,408,408	2,201,198	60,531	2.8%	2,125,413	(75,783)	
<b>Snow Removal</b>											
01431903	51300	PS- Sal/Wages - OT Snow	79,217	70,000	58,958	70,000	-	0.0%	70,000	-	Includes Mechanic
01431903	51200	PS- Salaries/Wages PT	1,431			1,733	1,733		-	(1,733)	Snow cleanup
01431903	51350	PS- Sal/Wages - FEMA Storm Related OT	-	1	-	1	-	0.0%	1	-	Expenses related to declared emergencies
		Salaries Total	80,648	70,001	58,958	71,734	1,733	2.5%	70,001	(1,733)	
01431903	52200	PS- FICA	4,995	4,340	3,655	4,448	107	2.5%	4,340	(107)	Based on wages: 6.2%
01431903	52210	PS- Medicare	1,156	1,015	855	1,040	25	2.5%	1,015	(25)	Based on wages: 1.45%
01431903	52300	PS- Retirement Town	10,950	9,657	9,073	9,471	(186)	-1.9%	9,471	-	Based on wages: 13.53%
		Benefits Total	17,101	15,012	13,583	14,959	(53)	-0.4%	14,826	(133)	
01431903	55026	PS- Calcium Chloride	-	1	-	1	-	0.0%	1	-	Salt additive used during harsh temperatures in the winter
01431903	55061	PS- Contracted Snow Removal	22,973	45,000	-	25,000	(20,000)	-44.4%	45,000	20,000	Hire contractors w/10 wheelers to remove snow for safety downtown, Lincoln St, Ports Ave.
01431903	55118	PS- FEMA Reimb Force Equip	-	1	-	1	-	0.0%	1	-	Expenses declared winter emergencies
01431903	55119	PS- FEMA Reimb Force Labor	-	1	-	1	-	0.0%	1	-	Expenses declared winter emergencies
01431903	55128	PS- Fuel	14,360	17,000	15,874	17,000	-	0.0%	17,000	-	Fuel for snow removal vehicles; contract price projected to be unleaded \$3.09/gal & diesel \$3.49/gal
01431903	55216	PS- Plow Damages	1,335	3,500	1,844	3,500	-	0.0%	3,500	-	Private property damage caused by snow plows
01431903	55217	PS- Plow/Spreader Repair									Moved to vehicle maintenance
01431903	55218	PS- Plowing	99,304	80,000	132,354	80,000	-	0.0%	80,000	-	Hired contractors to supplement Town staff to plow, salt & sand
01431903	55258	PS- Salt	141,341	60,000	104,828	80,000	20,000	33.3%	60,000	(20,000)	Deicer for Town roads, sidewalks, parking lots; 2022 pricing \$67/ton
01431903	55259	PS- Sand	976	2,000	309	2,000	-	0.0%	2,000	-	Purchase sand during winter months to spread along the town roads, sidewalks & parking lots
01431903	55319	PS- Vehicle Maintenance	22,667	20,500	25,915	20,500	-	0.0%	20,500	-	Repair snow plows and snow removal equipment
		General Expenses Total	302,955	228,003	281,124	228,003	-	0.0%	228,003	-	
		Snow Removal Total	400,704	313,016	353,665	314,696	1,680	0.5%	312,830	(1,866)	

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<b>Solid Waste Disposal</b>											
01432304	51200	SW- Sal/Wages PT	18,678	20,877	17,012	23,982	3,085	14.8%	23,371	(591)	1 PT @ 16 hrs/wk including transfer station winter schedule and weekend trash removal
01432304	51300	SW- Sal/Wages OT	11,572	4,000	542	4,000	-	0.0%	4,000	-	OT for Highway employees assigned to Transfer Station
		Salaries Total	30,250	24,877	17,554	27,982	3,085	12.4%	27,371	(591)	
01432304	52200	SW- FICA	1,875	1,502	1,088	1,734	232	15.5%	1,697	(37)	Based on wages: 6.2%
01432304	52210	SW- Medicare	450	402	255	405	4	1.0%	397	(9)	Based on wages: 1.45%
01432304	52300	SW-Retirement	1,539	552	76	541	(11)	-2.0%	541	-	Based on wages: 13.53%
		Benefits Total	3,864	2,455	1,419	2,680	225	9.2%	2,635	(45)	
01432304	55018	SW- Blue Bags	114,615	78,000	40,133	78,000	-	0.0%	78,000	-	Includes vendor delivery to store; offset by revenue; projected production cost 30% increase after Jul 2021
01432304	55054	SW- Construction Debris	10,379	13,400	7,377	14,500	1,100	8.2%	13,400	(1,100)	Construction debris container at Transfer Station (WM contract)
01432304	55082	SW- Disposal/Recycling Contract	1,025,184	1,125,000	869,035	1,198,500	73,500	6.5%	1,125,000	(73,500)	5-year contract extension with WM runs June 2022 - May 2027, reflects 6.5% annual rates increase and anticipated fuel surcharges; recycled materials value highly variable (WM contract)
01432304	55086	SW- Brush Grinding	19,960	20,000	-	15,000	(5,000)	-25.0%	20,000	5,000	1x reduction of \$5K in 2024 - Brush grinding & removal by contractor 2 to 3x per yr as space needs require (contracted Dirt Doctor thru 2025)
01432304	55091	SW- Education/Training	-	200	240	200	-	0.0%	200	-	Solid waste training
01432304	55092	SW- Electricity	1,480	2,000	1,163	2,000	-	0.0%	2,000	-	Transfer station building
01432304	55093	SW- Electronic Waste Expense	8,605	10,000	5,590	10,000	-	0.0%	10,000	-	Removal of electronic waste collected at Transfer Station, offset by sticker revenue
01432304	55127	SW- Freon Waste Expense	-	-	250	-	-	-	-	-	
01432304	55150	SW- Household Haz Waste Removal	30,539	30,000	-	30,000	-	0.0%	30,000	-	Cost of annual Oct event; Exeter share \$11,300 the rest offset by regional collection revenue & State grant
01432304	55163	SW- Landfill Monitoring	34,437	41,035	37,702	52,706	11,671	28.4%	52,706	-	Gas and water quality testing, including PFAS & 1,4-dioxane at Cross Road landfill, (GZA = \$32,175, CEC = \$10,750, EA = \$9,781)
01432304	55173	SW- Licenses	-	-	61	-	-	-	-	-	
01432304	55186	SW- Metal Removal	2,175	1,500	775	1,500	-	0.0%	1,500	-	Hauling charge to remove metals & white goods
01432304	55201	SW- Operations Maintenance	4,473	6,000	3,266	6,000	-	0.0%	6,000	-	Mowing, materials and supplies at the Transfer Station (Security cameras and equipment)
01432304	55244	SW- Recycle Containers	13,475	26,000	25,985	26,000	-	0.0%	26,000	-	65 gal carts unit price \$75; offset by revenue
01432304	55293	SW- Supplies	1,436	1,500	2,531	1,500	-	0.0%	1,500	-	Stickers and garbage litter bags for Town & Public Works Offices to sell
01432304	55300	SW- Tire Disposal	273	2,000	228	2,000	-	0.0%	2,000	-	Disposal of Town tires
01432304	55366	SW- Yard Waste	16,208	16,532	8,104	16,856	324	2.0%	16,532	(324)	Twice per year curbside collection- leaf and yard waste (WM contract)
01432304	55551	SW- Food Waste Compost Program	2,909	2,950	2,213	2,950	-	0.0%	2,950	-	Weekly collection at Transfer Station (Mr. Fox)
		General Expenses Total	1,286,148	1,376,117	1,004,654	1,457,712	81,595	5.9%	1,387,788	(69,924)	
		<b>Solid Waste Disposal Total</b>	<b>1,320,262</b>	<b>1,403,449</b>	<b>1,023,627</b>	<b>1,488,354</b>	<b>84,905</b>	<b>6.0%</b>	<b>1,417,794</b>	<b>(70,560)</b>	
<b>Street Lights</b>											
01431605	55092	PW- Electricity- Street Lights	146,932	160,000	101,347	160,000	-	0.0%	160,000	-	All street lights in Town rights-of-way
01431605	55303	PW- Traffic Light Maintenance	3,884	9,000	4,245	9,000	-	0.0%	9,000	-	High St, Green St, Alum Dr, Holland Way, Continental Dr signals; controllers, loop detectors, bulbs, audibles & emergency vehicle pre-emption controllers
		General Expenses Total	150,816	169,000	105,592	169,000	-	0.0%	169,000	-	
		<b>Street Lights Total</b>	<b>150,816</b>	<b>169,000</b>	<b>105,592</b>	<b>169,000</b>	<b>-</b>	<b>0.0%</b>	<b>169,000</b>	<b>-</b>	

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<b>Stormwater</b>												
	1431118	55293	STW- Supplies	2,272	2,700	-	2,700	-	0.0%	2,700	-	Pet waste bags (Town Clerk & Highway), plotter supplies (ink, printheads, paper)
01431118	55058	STW- Contracted Services	54,417	57,100	-	57,100	-	0.0%	57,100	-	wet weather sample 134 outfalls/6 years ~ 22 outfalls/yr x \$700/outfall = \$15,400; outfall catchment investigations & remediation \$10,700; quarterly SWPPP inspections \$6k; AMP project TN changes \$6k; MS4 annual rpt \$6K; public outreach \$4K, staff training (IDDE, PTAP) \$9K	
01431118	55190	STW-Mobile Communications	-	480	-	480	-	0.0%	480	-	Tablet/mifi \$40.12/mo	
01431118	55291	STW- Subscriptions	-	4,080	-	4,080	-	0.0%	4,080	-	GPS, SmartNet, PeopleForms subscriptions	
01431118	55386	STW- Catch Basin Replacement	28,000	28,000	-	28,000	-	0.0%	28,000	-	Replace 7 Catch basins @ \$4k each (MS4 Permit requirement)	
		General Expenses Total	84,689	92,360	-	92,360	-	0.0%	92,360	-		
		<b>Stormwater Total</b>	<b>84,689</b>	<b>92,360</b>	<b>-</b>	<b>92,360</b>	<b>-</b>	<b>0.0%</b>	<b>92,360</b>	<b>-</b>		
		<b>Subtotal before Maintenance</b>	<b>4,037,889</b>	<b>4,577,216</b>	<b>3,017,522</b>	<b>4,839,346</b>	<b>262,130</b>	<b>5.7%</b>	<b>4,676,848</b>	<b>(162,498)</b>		

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<b>Public Works - Maintenance</b>											
<b>General</b>											
01419406	51110	PM- Sal/Wages FT	231,578	296,893	197,506	249,063	(47,830)	-16.1%	246,819	(2,244)	4 FT Maint Supt, Custodian, 2 Maint Tech - Unfilled HVAC/Plumb. position pulled for 2024
01419406	51200	PM- Sal/Wages PT	35,198	36,603	30,560	39,155	2,552	7.0%	38,189	(966)	1 PT Custodian @ 34hr per week
01419406	51300	PM- Sal/Wages OT	6,462	3,000	5,445	7,000	4,000	133.3%	7,000	-	Emergencies, callouts
01419406	51310	PM- Sal/Wages Stand-By	7,280	7,280	4,500	7,280	-	0.0%	7,280	-	Pay for after hours on-call status, \$140/week per union contract
01419406	51350	PM- FEMA Storm Related OT	-	1	-	-	(1)	-100.0%	-	-	Expenses related to declared emergencies
01419406	51400	PM- Longevity Pay	1,600	1,650	400	1,500	(150)	-9.1%	1,500	-	1 FT per union contract
01419406	51450	PM- Sal/Wages Education Incentive	750	750	-	750	-	0.0%	750	-	
		Salaries Total	282,868	346,177	238,912	304,748	(41,429)	-12.0%	301,538	(3,210)	
01419406	52100	PM- Health Insurance	46,584	71,439	31,777	60,262	(11,177)	-15.6%	60,262	-	10% increase in the premium rate
01419406	52110	PM- Dental Insurance	3,975	5,938	2,706	4,756	(1,180)	-19.9%	4,756	-	4.7% increase in the premium rate
01419406	52120	PM- Life Insurance	267	324	218	230	(94)	-29.0%	230	-	Life base is down 15%
01419406	52200	PM- FICA	17,117	21,160	14,433	18,894	(2,266)	-10.7%	18,695	(199)	Based on wages: 6.2%
01419406	52210	PM- Medicare	4,003	5,322	3,375	4,419	(903)	-17.0%	4,372	(47)	Based on wages: 1.45%
01419406	52300	PM- Retirement Town	34,823	42,673	28,450	35,935	(6,738)	-15.8%	35,631	(304)	Based on wages: 13.53%
		Benefits Total	106,769	146,854	80,960	124,496	(22,358)	-15.2%	123,947	(549)	
01419406	55048	PM- Computer Software	3,717	5,000	103	5,000	-	0.0%	5,000	-	Dropping TMA for annual maint of Fleet & Facility Maint software TMA (Dec); converting to People GIS work order system
01419406	55058	PM- Contract Services	93,315	46,500	67,645	46,500	-	0.0%	46,500	-	Town buildings roof snow removal \$8k; contracted cleaning Town Offices \$26k; Rec Ctr 2x week starting 2020 (\$11k); TH Finance Offices & Public Restrooms
01419406	55069	PM- Custodial Supplies	15,835	22,000	10,412	22,000	-	0.0%	22,000	-	All Town buildings' paper & cleaning products
01419406	55549	PM- Covid-19 Expenses	6,000	-	-	-	-	-	-	-	
01419406	55091	PM- Education/Training	-	800	620	800	-	0.0%	800	-	Continuing education requirements for License renewals Master Elect, Journeyman Plumber/Gas fitter. Education seminars Carpenter. Maintenance Dept vehicles (5); includes loaner vehicles to Town
01419406	55128	PM- Fuel	5,408	6,200	3,677	6,200	-	0.0%	6,200	-	Departments; unleaded contract price projected to be \$3.09/gal
01419406	55173	PM- Licenses	310	300	85	300	-	0.0%	300	-	Licenses for Electrician and HVAC Plumber Tech
01419406	55176	PM- Maintenance Bld Materials	3,080	1,200	761	1,200	-	0.0%	1,200	-	Stock paint, putty, nails, screws
01419406	55178	PM- Maintenance Tools	3,417	3,000	793	3,000	-	0.0%	3,000	-	HVAC Tech, plumber, elec. tools, replenish drill bits, small power tools
01419406	55190	PM- Mobile Communications	305	600	199	600	-	0.0%	600	-	Maint. Superintendent cell phone
01419406	55257	PM- Safety Equipment	1,183	2,000	837	2,000	-	0.0%	2,000	-	Fall protection, eye protection, steel-toed boot replacement \$185/yr
01419406	55314	PM- Uniforms	4,964	6,050	3,883	6,050	-	0.0%	6,050	-	Uniforms and cleaning for 5 Staff
01419406	55392	PM- Fire Safety	-	18,000	6,515	15,000	(3,000)	-16.7%	18,000	3,000	Fire alarm systems, emergency lighting & fire extinguishers
		General Expenses Total	137,534	111,650	95,529	108,650	(3,000)	-2.7%	111,650	3,000	approx \$30/month
		<b>General Maintenance Total</b>	<b>527,171</b>	<b>604,681</b>	<b>415,401</b>	<b>537,894</b>	<b>(66,787)</b>	<b>-11.0%</b>	<b>537,135</b>	<b>(759)</b>	

Town of Exeter											
2024 General Fund Budget											
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<b>Town Buildings</b>											
		Swasey Parkway- Sal/Wages PT	-	-	300	-	-	-	-	-	Recording Secretary for Swasey Parkway
		Swasey Parkway- FICA	-	-	19	-	-	-	-	-	Recording Secretary for Swasey Parkway
		Swasey Parkway- Medicare	-	-	4	-	-	-	-	-	Recording Secretary for Swasey Parkway
		Town Buildings-Water/Sewer Bills	20,619	17,835	16,874	17,835	-	0.0%	17,835	-	Water/Sewer bills for Town Buildings
		Town Buildings- Building Maintenance	100,422	79,500	71,603	79,500	-	0.0%	79,500	-	Building Maintenance for Town Buildings, Incl Swasey Parkway & Raynes Barn
		Town Buildings-Covid-19 Expenses	5,000	-	-	-	-	-	-	-	Covid-19 for Town Buildings
		Town Buildings- Natural Gas	52,242	75,850	54,053	75,850	-	0.0%	75,850	-	Natural Gas for Town Buildings
		Town Buildings- Electricity	94,208	98,950	73,873	98,950	-	0.0%	98,950	-	Electricity for Town Buildings, Incl. Swasey Parkway & Raynes Barn
		Train Station- Supplies	632	3,800	216	3,800	-	0.0%	3,800	-	Light fixtures, electrical breakers, signage
		Train Station- Platform Lease Liability	14,454	23,790	19,200	23,600	(190)	-0.8%	23,600	-	Platform Lease Liability Insurance for Train Station
		Train Station- Platform Lease	3,697	3,882	-	4,076	194	5.0%	3,882	(194)	Platform Lease for Train Station
		<b>Town Buildings Total</b>	<b>291,273</b>	<b>303,607</b>	<b>236,141</b>	<b>303,611</b>	<b>4</b>	<b>0.0%</b>	<b>303,417</b>	<b>(194)</b>	
<b>Maintenance Projects</b>											
01419406	55177	PM- Maintenance Projects	66,469	100,000	62,658	100,000	-	0.0%	100,000	-	Town owned building projects
		<b>Total Maintenance Projects</b>	<b>66,469</b>	<b>100,000</b>	<b>62,658</b>	<b>100,000</b>	<b>-</b>	<b>0.0%</b>	<b>100,000</b>	<b>-</b>	
		<b>Town Maintenance/Buildings Total</b>	<b>884,913</b>	<b>1,008,288</b>	<b>714,201</b>	<b>941,505</b>	<b>(68,783)</b>	<b>-6.6%</b>	<b>940,551</b>	<b>(953)</b>	
<b>Mechanics/Garage:</b>											
01419415	51110	PG- Sal/Wages FT	147,808	162,950	95,852	171,090	8,140	5.0%	171,090	-	3 FT: 1 Mech foreman; 2 Mechanics
01419415	51300	PG- Sal/Wages OT	2,386	3,000	4,037	3,000	-	0.0%	3,000	-	Mechanic OT -76 hours per year
01419415	51121	PG- Sal/Wages Education/Training	750	750	-	750	-	0.0%	750	-	
		<b>Salaries Total</b>	<b>150,944</b>	<b>166,700</b>	<b>101,549</b>	<b>174,840</b>	<b>8,140</b>	<b>4.9%</b>	<b>174,840</b>	<b>-</b>	
01419415	52100	PG- Health Insurance	62,208	61,706	27,187	67,480	5,774	9.4%	67,480	-	10% increase in the premium rate
01419415	52110	PG- Dental Insurance	3,482	4,342	1,949	4,547	205	4.7%	4,547	-	4.7% increase in the premium rate
01419415	52120	PG- Life Insurance	110	162	50	138	(24)	-14.8%	138	-	Life base is down 15%
01419415	52200	PG- FICA	8,897	10,230	5,986	10,840	610	6.0%	10,840	-	Based on wages: 6.2%
01419415	52210	PG- Medicare	2,034	2,523	1,400	2,535	13	0.5%	2,535	-	Based on wages: 1.45%
01419415	52300	PG- Retirement Town	21,129	22,983	14,050	23,656	672	2.9%	23,656	-	Based on wages: 13.53%
		<b>Benefits Total</b>	<b>97,661</b>	<b>101,946</b>	<b>50,622</b>	<b>109,196</b>	<b>7,250</b>	<b>7.1%</b>	<b>109,196</b>	<b>-</b>	
01419415	55128	PG- Fuel	1,209	1,800	740	1,800	-	0.0%	1,800	-	Mechanics shop truck & forklift
01419415	55129	PG- Fuel Dispensing System	4,236	4,000	174	4,000	-	0.0%	4,000	-	Fuel pumps, UST inspection, reporting equipment, 23 year old fuel island maintenance
01419415	55183	PG- Mechanics Tools	3,193	3,900	1,515	3,900	-	0.0%	3,900	-	Increase mechanics' allowance from \$500 to \$800/ea (hasn't increased since 2000); replace Town owned tools; rental
01419415	55316	PG- Vehicle Equipment Stock	5,304	5,000	3,791	5,000	-	0.0%	5,000	-	Fluids, filters, bulbs, nuts & bolts for all Town Departments
01419415	55319	PG- Vehicle Maintenance	1,636	2,000	396	2,000	-	0.0%	2,000	-	Maintenance Dept vehicles (5) + forklift
01419415	55336	PG- Weight Testing/Repair	1,000	1,000	-	1,000	-	0.0%	1,000	-	3 mechanic lifts certified testing & repair, 2 crane mounted electric hoists
		<b>General Expenses Total</b>	<b>16,578</b>	<b>17,700</b>	<b>6,616</b>	<b>17,700</b>	<b>-</b>	<b>0.0%</b>	<b>17,700</b>	<b>-</b>	
		<b>Mechanics/Garage Total</b>	<b>265,183</b>	<b>286,346</b>	<b>158,787</b>	<b>301,736</b>	<b>15,390</b>	<b>5.4%</b>	<b>301,736</b>	<b>-</b>	
		<b>Total Public Works</b>	<b>5,187,985</b>	<b>5,871,850</b>	<b>3,890,509</b>	<b>6,082,587</b>	<b>210,737</b>	<b>3.6%</b>	<b>5,919,135</b>	<b>(163,452)</b>	



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<b>Welfare &amp; Human Services</b>											
<b>Welfare</b>											
01444110	51110	WE- SalWages FT	10,602	11,287	7,912	-	(11,287)	-100.0%	-	-	
01444110	51200	WE- SalWages PT				39,651	39,651		-	(39,651)	New PT Welfare/ Human Services Administrator (9 mos)
		Salaries Total	10,602	11,287	7,912	39,651	28,364	251.3%	-	(39,651)	
01444110	52100	WE- Health Insurance	-	4,190	2,923	-	(4,190)	-100.0%	-	-	
01444110	52110	WE- Dental Insurance	-	304	206	-	(304)	-100.0%	-	-	
01444110	52120	WE- Life Insurance	-	17	12	-	(17)	-100.0%	-	-	
01444110	52200	WE- FICA	616	693	461	2,458	1,765	254.7%	-	(2,458)	Based on wages: 6.2%
01444110	52210	WE- Medicare	144	170	108	575	405	237.4%	-	(575)	Based on wages: 1.45%
01444110	52300	WE- Retirement - Town	1,491	1,556	1,101	-	(1,556)	-100.0%	-	-	Based on wages: 13.53%
		Benefits Total	2,251	8,931	4,812	3,033	(3,897)	-56.2%	-	(3,033)	
01444110	55025	WE - Direct Relief- Burial Expense	5,300	6,000	5,605	6,000	-	0.0%	6,000	-	Raised to \$2000 per RSA 165:27-a
01444110	55075	WE - Direct Relief- Electricity	12,517	6,000	8,707	6,000	-	0.0%	6,000	-	Above RCA utility assistance
01444110	55076	WE - Direct Relief-Food/Gas	-	500	27	250	(250)	-50.0%	250	-	Grocery store gift cards if St. V de P not available.
01444110	55077	WE - Direct Relief - Heat	6,593	3,500	9,677	7,000	3,500	100.0%	7,000	-	Oil or gas/propane
01444110	55078	WE - Direct Relief -Medical	4,824	2,500	1,652	5,000	2,500	100.0%	5,000	-	May advocate with other agencies.
01444110	55079	WE - Direct Relief- Rent	64,795	19,000	100,531	45,000	26,000	136.8%	45,000	-	May advocate with other agencies
01444110	55133	WE - Direct Relief Miscellaneous	4,306	1,500	1,642	4,400	2,900	193.3%	4,400	-	DR not included in other lines (car repairs, daycare, etc.)
01444110	55541	WE - Direct Relief- Hotel	19,279	27,000	9,389	27,000	-	0.0%	27,000	-	Shelters unavailable or children/elderly/handicapped.
		Direct Relief Expenses Total	117,613	66,000	137,230	100,650	34,650	52.5%	100,650	-	
01444110	55050	WE- Conf/Room/Meals	180	200	200	200	-	0.0%	200	-	NHLWAA Quarterly & Annual Mtg
01444110	55088	WE- Dues	40	40	40	40	-	0.0%	40	-	NHLWAA \$40; (Housing \$100 - move to Planning Dept)
01444110	55190	WE- Mobile Communications	180	180	120	180	-	0.0%	180	-	Off hours usage - split 50/50 with TM budget
01444110	55200	WE- Office Supplies	183	150	65	150	-	0.0%	150	-	notebooks, folders and desk supplies.
01444110	55224	WE- Postage	28	40	25	40	-	0.0%	40	-	Client/state/agencies - postage
01444110	55308	WE- Travel Reimbursement	176	150	42	150	-	0.0%	150	-	Local mtgs, NHMA Conf., NHLWAA Mtgs, Seminars
		General Expenses Total	786	760	492	760	-	0.0%	760	-	
		<b>Welfare Total</b>	<b>131,252</b>	<b>84,977</b>	<b>150,446</b>	<b>144,094</b>	<b>59,117</b>	<b>69.6%</b>	<b>101,410</b>	<b>(42,684)</b>	
<b>Human Services</b>											
01444511	55360	HS- Human Services Funding	105,105	98,610	73,083	98,325	(285)	-0.3%	98,610	285	See separate list (Human Services Funding Committee)
		Human Services Total	105,105	98,610	73,083	98,325	(285)	-0.3%	98,610	285	
		<b>Total Welfare &amp; Human Services</b>	<b>236,357</b>	<b>183,587</b>	<b>223,529</b>	<b>242,419</b>	<b>58,832</b>	<b>32.0%</b>	<b>200,020</b>	<b>(42,399)</b>	

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<b>Parks &amp; Recreation</b>											
<b>Recreation</b>											
01452001	51110	PR- Sal/Wages FT	246,529	273,059	222,098	300,458	27,399	10.0%	293,039	(7,419)	4 FT: Director, Asst. Director, Rec Coord, Office Manager
		Salaries Total	246,529	273,059	222,098	300,458	27,399	10.0%	293,039	(7,419)	
01452001	52100	PR- Health Insurance	58,948	47,968	44,096	60,883	12,915	26.9%	60,883	-	
01452001	52110	PR- Dental Insurance	3,965	3,113	2,623	3,657	544	17.5%	3,657	-	
01452001	52120	PR- Life Insurance	380	378	346	321	(57)	-15.1%	321	-	
01452001	52130	PR- LTD Insurance	883	902	752	842	(60)	-6.7%	842	-	
01452001	52200	PR- FICA	14,728	16,539	13,797	18,628	2,089	12.6%	18,168	(460)	Based on wages: 6.2%
01452001	52210	PR- Medicare	3,444	4,350	3,227	4,357	7	0.2%	4,249	(108)	Based on wages: 1.45%
01452001	52300	PR- Retirement Town	34,662	37,633	30,707	40,652	3,019	8.0%	39,648	(1,004)	Based on wages: 13.53%
		Benefits Total	117,010	110,883	95,749	129,340	18,457	16.6%	127,769	(1,571)	
01452001	55088	PR- Dues	720	800	642	800	-	0.0%	800	-	NHRP/NRPA/NEPA Dues for Department Staff.
01452001	55224	PR- Postage	-	150	-	150	-	0.0%	150	-	Mailings
01452001	55293	PR- Supplies	1,917	1,500	790	1,500	-	0.0%	1,500	-	Level Funded, Office supplies: pens, paper, ink and other supplies
01452001	55542	PR- Senior Services	5,000	5,000	3,815	5,000	-	0.0%	5,000	-	Level Funded
		General Expenses Total	7,637	7,450	5,247	7,450	-	0.0%	7,450	-	
		<b>Recreation Total</b>	<b>371,176</b>	<b>391,392</b>	<b>323,093</b>	<b>437,248</b>	<b>45,856</b>	<b>11.7%</b>	<b>428,258</b>	<b>(8,990)</b>	
<b>Parks</b>											
01452002	51110	PK- Sal/Wages FT	65,359	95,794	74,908	102,511	6,717	7.0%	102,511	-	2 FT (Foreman and Laborer)
01452002	51300	PK- Sal/Wages OT	1,953	4,500	4,400	4,500	-	0.0%	4,500	-	OT for 2 FT Employees
		Salaries Total	67,312	100,294	79,308	107,011	6,717	6.7%	107,011	-	
01452002	52100	PK- Health Insurance	13,152	-	5,620	10,544	10,544	-	10,544	-	10% increase in the premium rate
01452002	52110	PK- Dental Insurance	516	2,950	317	1,668	(1,282)	-43.5%	1,668	-	4.7% increase in the premium rate
01452002	52120	PK- Life Insurance	24	108	50	92	(16)	-14.8%	92	-	Life base is down 15%
01452002	52200	PK- FICA	4,192	6,133	4,858	6,635	501	8.2%	6,635	-	Based on wages: 6.2%
01452002	52210	PK- Medicare	980	1,539	1,136	1,552	13	0.8%	1,552	-	Based on wages: 1.45%
01452002	52300	PK- Retirement Town	9,464	13,828	10,961	14,479	651	4.7%	14,479	-	Based on wages: 13.53%
		Benefits Total	28,328	24,558	22,941	34,969	10,411	42.4%	34,969	-	
01452002	55033	PK- Chem Toilet Rental	2,300	2,300	2,260	2,300	-	0.0%	2,300	-	Level Funded
01452002	55058	PK- Contract Services	74,869	58,010	60,125	69,350	11,340	19.5%	58,010	(11,340)	See Narrative
01452002	55106	PK- Equipment Purchase	5,000	1	-	1	-	0.0%	1	-	
01452002	55108	PK- Equipment Repairs	1,202	850	1,133	850	-	0.0%	850	-	Level Funded for this year. Hoping we don't have issues with equipment
01452002	55109	PK- Equipment Supplies	8,617	7,800	7,368	7,800	-	0.0%	7,800	-	Level Funded, Typical use is Flags, field paint, keys and locks, lumber misc
01452002	55128	PK- Fuel	4,812	4,200	4,031	4,200	-	0.0%	4,200	-	
01452002	55164	PK- Landscaping Supplies	15,263	14,500	12,112	14,500	-	0.0%	14,500	-	Level funded for this year.
01452002	55239	PK- Park Maintenance	7,136	7,000	4,042	7,000	-	0.0%	7,000	-	Level funded for this year.
01452002	55267	PK- Signs	1,081	700	513	700	-	0.0%	700	-	New signage is needed
01452002	55314	PK- Uniforms	965	900	153	900	-	0.0%	900	-	Level funded, Shoes, shirts, pants
01452002	55319	PK- Vehicle Maintenance	2,457	2,000	1,764	2,000	-	0.0%	2,000	-	Level Funded for this year. Hoping we don't have issues with equipment
01452002	55326	PK- Water Bills	-	1	-	1	(1)	-100.0%	1	1	
		General Expenses Total	123,703	98,262	93,500	109,601	11,339	11.5%	98,262	(11,339)	
		<b>Parks Total</b>	<b>219,343</b>	<b>223,114</b>	<b>195,749</b>	<b>251,581</b>	<b>28,467</b>	<b>12.8%</b>	<b>240,242</b>	<b>(11,339)</b>	
		<b>Total Parks &amp; Recreation</b>	<b>580,518</b>	<b>614,506</b>	<b>518,842</b>	<b>688,829</b>	<b>74,323</b>	<b>12.1%</b>	<b>668,500</b>	<b>(20,329)</b>	

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<b>Other Culture &amp; Recreation</b>											
<b>Other Culture &amp; Recreation</b>											
01452004	55036	OC- Christmas Lights	4,901	5,000	134	5,000	-	0.0%	5,000	-	Churchill's greenery, Unifi electric bill
01452004	55037	OC- Christmas Parade	4,500	4,500	919	4,500	-	0.0%	4,500	-	Parade costs including bands, Police detail, etc.
01452004	55292	OC- Summer Concerts	7,700	9,000	8,000	9,000	-	0.0%	9,000	-	Summer concerts in Swasey Parkway
		<b>Other Culture &amp; Recreation Total</b>	<b>17,101</b>	<b>18,500</b>	<b>9,053</b>	<b>18,500</b>	<b>-</b>	<b>0.0%</b>	<b>18,500</b>	<b>-</b>	
<b>Special Events</b>											
01452005	55112	SE- Exeter Brass Band	3,734	4,000	4,158	4,000	-	0.0%	4,000	-	Payments to brass band performers
01452005	55320	SE- Veteran's Activities	2,489	3,500	4,012	4,000	500	14.3%	3,500	(500)	Memorial Day flags, Vets Day flags, Lunch
01452005	55006	SE- Fireworks	8,000	8,000	8,000	8,000	-	0.0%	8,000	-	Fireworks for AIM Festival
		<b>Special Events Total</b>	<b>14,223</b>	<b>15,500</b>	<b>16,170</b>	<b>16,000</b>	<b>500</b>	<b>3.2%</b>	<b>15,500</b>	<b>(500)</b>	
		<b>Total Other Culture &amp; Recreation</b>	<b>31,325</b>	<b>34,000</b>	<b>25,223</b>	<b>34,500</b>	<b>500</b>	<b>1.5%</b>	<b>34,000</b>	<b>(500)</b>	
<b>Public Library</b>											
<b>Library</b>											
01455001	51110	LB- Sal/Wages FT	498,642	547,371	478,039	600,845	53,474	9.8%	584,355	(16,490)	11 FT Employees (added 1 FT positions in 2023)
01455001	51200	LB- Sal/Wages PT	123,195	185,800	82,305	130,000	(55,800)	-30.0%	130,000	-	PT Employees
		<b>Salaries Total</b>	<b>621,837</b>	<b>733,171</b>	<b>560,344</b>	<b>730,845</b>	<b>(2,326)</b>	<b>-0.3%</b>	<b>714,355</b>	<b>(16,490)</b>	
01455001	52100	LB- Health Insurance	103,121	104,240	77,540	114,260	10,020	9.6%	114,260	-	10% increase in the premium rate
01455001	52110	LB- Dental Insurance	5,847	6,192	4,705	6,538	346	5.6%	6,538	-	4.7% increase in the premium rate
01455001	52120	LB- Life Insurance	419	540	378	505	(35)	-6.5%	505	-	Life base is down 15%
01455001	52130	LB- LTD Insurance	1,113	1,147	940	959	(188)	-16.4%	959	-	15% reduction
01455001	52140	LB- Health Insurance Buyout	2,521	2,932	7,625	2,920	(12)	-0.4%	2,920	-	
01455001	52200	LB- FICA	37,209	45,457	34,103	45,312	(144)	-0.3%	44,290	(1,022)	Based on wages: 6.2%
01455001	52210	LB- Medicare	8,702	10,631	7,976	10,597	(34)	-0.3%	10,358	(239)	Based on wages: 1.45%
01455001	52300	LB- Retirement Town	66,936	75,483	70,953	81,294	5,811	7.7%	79,063	(2,231)	Based on wages: 13.53%
01455001	52500	LB- Unemployment Comp	182	175	175	176	1	0.6%	176	-	Primex
01455001	52600	LB- Workers Comp Insurance	3,308	3,067	3,067	3,251	184	6.0%	3,251	-	Primex
01455001	55172	LB- Liability Insurance	1,338	1,431	1,431	1,531	100	7.0%	1,531	-	Primex
		<b>Benefits Total</b>	<b>230,696</b>	<b>251,295</b>	<b>208,894</b>	<b>267,344</b>	<b>16,049</b>	<b>6.4%</b>	<b>263,851</b>	<b>(3,493)</b>	
01455001	55233	LB- Public Services	202,604	187,854	187,854	187,500	(354)	-0.2%	187,854	354	Appropriation for general Library expenses paid directly by Library
01455001	55313	LB- Transfer Budget Balance	71,570				-			-	
		<b>General Expenses Total</b>	<b>274,174</b>	<b>187,854</b>	<b>187,854</b>	<b>187,500</b>	<b>(354)</b>	<b>-0.2%</b>	<b>187,854</b>	<b>354</b>	
		<b>Total Library</b>	<b>1,126,708</b>	<b>1,172,320</b>	<b>957,092</b>	<b>1,185,689</b>	<b>13,389</b>	<b>1.1%</b>	<b>1,166,080</b>	<b>(19,629)</b>	

Town of Exeter											
2024 General Fund Budget											
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Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: October	2024 SB Budget	2024 SB Budget vs. 2023 Budget \$ Increase/-(Decrease)	2024 SB Budget vs. 2023 Budget %-Difference	2024 Default Budget	2024 Default SB Budget \$ Increase/-(Decrease)	Explanation
<b>Debt Service &amp; Capital</b>											
<b>Debt Services</b>											
01471121	58003	Epping Rd Water Tank	105,000	105,000	105,000	105,000	-	0.0%	105,000	-	2028 Final payment
01471121	58004	Great Dam Removal	155,000	155,000	155,000	155,000	-	0.0%	155,000	-	2024 Final payment
01471121	58007	Sidewalk Program	55,000	55,000	55,000	55,000	-	0.0%	55,000	-	2025 Final payment
01471121	58008	Linden St. Bridge/Culvert	70,000	70,000	70,000	65,000	(5,000)	-7.1%	65,000	-	2025 Final payment
01471121	58026	Lincoln Street Ph#2	97,188	97,188	97,188	97,188	-	0.0%	97,188	-	2032 Final payment
01471121	58029	Court Street Culvert	116,090	111,253	111,253	111,253	-	0.0%	111,253	-	2027 Final payment
01471121	58031	String Bridge Rehabilitation	60,000	60,000	60,000	-	(60,000)	-100.0%	-	-	2023 Final payment
01471121	58034	Rec Park Development	45,000	45,000	45,000	45,000	-	0.0%	45,000	-	2024 Final payment
01471121	58035	Salem St. Utility Design & Engin	5,538	5,077	5,077	5,077	-	0.0%	5,077	-	2024 Final payment
01471121	58037	Library Renovations/Addition	255,000	254,825	254,825	255,000	175	0.1%	255,000	-	2035 Final payment
01471121	58043	Salem St. Utility Improvements	56,996	56,441	56,441	56,441	-	0.0%	56,441	-	2036 Final payment
01471121	58044	Recreation Center Building	-	111,100	111,100	111,100	-	0.0%	111,100	-	2032 Final payment
01471121	58045	Westside Drive Design & Engin	-	-	-	8,737	8,737	-	-	8,737	2028 Final payment ESTIMATE
01471121	58049	Solar Array at Cross Road	-	-	-	239,164	239,164	-	-	239,164	2043 Final payment
01471121	58050	Intersection Imprv Program	-	-	-	72,274	72,274	-	-	72,274	2033 Final payment
01471121	58051	Westside Drive Construction	-	-	-	55,482	55,482	-	-	55,482	2038 Final payment (Bond only, excludes SRF)
		GF Debt Service Principal Total	1,020,812	1,125,884	1,125,884	1,436,716	310,832	27.6%	1,436,716	-	
01472122	58514	Epping Rd Water Tank Interest	32,730	27,459	27,459	22,188	(5,271)	-19.2%	22,188	-	2028 Final payment
01472122	58515	Great Dam Removal Interest	23,715	15,810	15,810	7,905	(7,905)	-50.0%	7,905	-	2024 Final payment
01472122	58518	Sidewalk Program Interest	5,848	4,693	4,693	3,401	(1,292)	-27.5%	3,401	-	2025 Final payment
01472122	58519	Linden St. Bridge/Culvert	7,136	5,666	5,666	4,021	(1,645)	-29.0%	4,021	-	2025 Final payment
01472122	58527	Lincoln Street Ph#2	50,635	45,678	45,678	40,722	(4,956)	-10.8%	40,722	-	2032 Final payment
01472122	58528	Court Street Culvert	34,290	28,369	28,369	22,696	(5,673)	-20.0%	22,696	-	2027 Final payment
01472122	58530	String Bridge Rehabilitation	6,120	3,060	3,060	-	(3,060)	-100.0%	-	-	2023 Final payment
01472122	58534	Rec Park Development	6,885	4,590	4,590	2,295	(2,295)	-50.0%	2,295	-	2024 Final payment
01472122	58535	Salem St. Utility Design & Engin	800	518	518	259	(259)	-50.0%	259	-	2024 Final payment
01472122	58537	Library Renovations/Addition	151,356	138,351	138,351	125,355	(12,996)	-9.4%	125,355	-	2035 Final payment
01472122	58543	Salem St. Utility Improvements	39,148	35,811	35,811	32,933	(2,878)	-8.0%	32,933	-	2036 Final payment
01472122	58544	Recreation Center Building	-	61,698	61,698	50,995	(10,703)	-17.3%	50,995	-	2032 Final payment
01472122	58545	Westside Drive Design & Engin	-	-	-	874	874	-	-	874	2028 Final payment ESTIMATE
01472122	58549	Solar Array at Cross Road	-	-	-	238,287	238,287	-	-	238,287	2043 Final payment
01472122	58550	Intersection Imprv Program	-	-	-	37,474	37,474	-	-	37,474	2033 Final payment
01472122	58551	Westside Drive Construction	-	-	-	43,151	43,151	-	-	43,151	2038 Final payment (Bond only, excludes SRF)
		GF Debt Service Interest Total	358,663	371,703	371,702	632,556	260,853	70.2%	632,556	-	
01472323	58501	GF- TAN Interest	-	1	-	1	-	0.0%	1	-	Reserve for Tax Anticipation Note
		TAN Interest Total	-	1	-	1	-	0.0%	1	-	
		Debt Services Total	1,379,475	1,497,588	1,497,586	2,069,272	571,684	38.2%	2,069,272	-	
<b>Miscellaneous</b>											
01419417	55081	GG- Disaster Repairs - Insured	-	1	-	1	-	0.0%	1	-	
01419417	55224	GG- Postage	(3,021)	1	(2,477)	1	-	0.0%	1	-	Town-wide postage reserve
01419417	55060	GG- Cash Over/Short	(67)	1	6	1	-	0.0%	1	-	Town-wide cash over/short in-house collections
01419417	55189	GG- Misc Expense	1,092	1	(136)	1	-	0.0%	1	-	Internal audit entry
01419417	55151	GG- Fire Protection	-	-	-	100,000	100,000	-	20,000	(80,000)	Fire Protection System Fee (moved from the Fire Dept in 2024)
		General Expenses Total	(1,997)	4	(2,607)	100,004	100,000	2500000%	20,004	(80,000)	
<b>Vehicle Replacement</b>											
01419416	57005	GG- CO - Leases	120,895	242,266	203,683	248,495	6,229	2.6%	248,495	-	See separate list
01419416	57012	GG- CO - Vehicles	108,984	26,000	-	-	(26,000)	-100.0%	26,000	26,000	See separate list
		Capital Outlay Total	229,879	268,266	203,683	248,495	(16,771)	-7.4%	274,495	26,000	
<b>Cemeteries</b>											
01419500	57000	GG-CO-Cemeteries	-	1	-	1	-	0.0%	1	-	
			-	1	-	1	-	0.0%	1	-	

Town of Exeter											
2024 General Fund Budget											
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<b>Capital Outlay-Other</b>											
01419900	55381	GG- CO- Land Acquisition/Purchase	-	1	-	1	-	0.0%	1	-	
01419900	57006	GG- CO- Equipment	7,653	6,486	6,370	6,486	-	0.0%	6,486	-	Vehicle Data Gathering (AA Tracking) - includes 3% escalator for 9 mo.
01419900	57014	GG-CO-Exeter Sportsman Club	-	-	-	1	1	-	-	(1)	
		Capital Outlay Total	7,653	6,487	6,370	6,488	1	0.0%	6,487	(1)	
		<b>General Government Total</b>	<b>235,535</b>	<b>274,758</b>	<b>207,447</b>	<b>354,988</b>	<b>80,230</b>	<b>29.2%</b>	<b>300,987</b>	<b>(54,001)</b>	
		<b>Total Debt Service &amp; Capital</b>	<b>1,615,010</b>	<b>1,772,348</b>	<b>1,705,033</b>	<b>2,424,260</b>	<b>651,914</b>	<b>36.8%</b>	<b>2,370,259</b>	<b>(54,001)</b>	
<b>Benefits &amp; Taxes</b>											
<b>Payroll Taxes &amp; Benefits</b>											
		GG- Health Insurance Reserve	-	-	-	-	-	-	-	-	10% increase YOY General Fund, Water Fund, Sewer Fund
		GG- Dental Insurance Reserve	-	-	-	-	-	-	-	-	2% increase YOY General Fund, Water Fund, Sewer Fund
		GG- Life Insurance Reserve	-	-	-	-	-	-	-	-	2% increase YOY General Fund, Water Fund, Sewer Fund
		GG- LTD Insurance Reserve	-	-	-	-	-	-	-	-	2% increase YOY General Fund, Water Fund, Sewer Fund
01415535	52140	GG- Insurance Buyout	167,786	189,833	132,379	177,360	(12,272)	-6.5%	177,360	-	Health Insurance Buyout
01415535	52200	GG- FICA	2,405	1	4,070	10,996	10,995	1099534.0%	10,996	-	Based on buyout: 6.2%
01415535	52210	GG- Medicare	1,233	1	1,940	2,572	2,571	257072.5%	2,572	-	Based on buyout: 1.45%
01415536	52150	GG-Retirement/ Sick Leave Buyout	77,191	1	81,278	1	-	0.0%	1	-	Use funds in Sick Leave CRF
01415536	52200	GG-FICA	40	-	3,388	1	1	-	1	-	Retirement/ Sick Leave Buyout
01415536	52210	GG- Medicare	322	-	1,179	1	1	-	1	-	Retirement/ Sick Leave Buyout
01415531	55125	GG- Flexible Spending Fees	822	1,221	429	1,221	-	0.0%	1,221	-	Fees for employees FSA account
											Employee wellness needs beyond those provided by the Town's health insurance carrier.
01415531	55098	GG- Employee Wellness	-	-	-	5,000	5,000	-	-	(5,000)	
01415531	55371	GG- Wage Reclassifications	-	-	-	-	-	-	-	-	Wage adjustments/classifications
		<b>Payroll Taxes &amp; Benefits Total</b>	<b>249,799</b>	<b>180,857</b>	<b>224,663</b>	<b>197,152</b>	<b>6,296</b>	<b>3.3%</b>	<b>192,152</b>	<b>(5,000)</b>	
<b>Unemployment</b>											
01415533	52500	GG- Unemployment Comp	2,416	2,320	2,320	2,341	21	0.9%	2,341	-	Primex
		<b>Unemployment Total</b>	<b>2,416</b>	<b>2,320</b>	<b>2,320</b>	<b>2,341</b>	<b>21</b>	<b>0.9%</b>	<b>2,341</b>	<b>-</b>	
<b>Worker's Compensation</b>											
01415537	52600	GG- Workers Comp Insurance	250,370	232,160	232,159	246,089	13,929	6.0%	246,089	-	Primex
		<b>Worker's Compensation Total</b>	<b>250,370</b>	<b>232,160</b>	<b>232,159</b>	<b>246,089</b>	<b>13,929</b>	<b>6.0%</b>	<b>246,089</b>	<b>-</b>	
<b>Insurance</b>											
01419614	55124	GG- Fleet Insurance	8,248	8,826	8,825	9,443	617	7.0%	9,443	-	Primex
01419614	55157	GG- Insurance Deductible	-	3,000	1,000	3,000	-	0.0%	3,000	-	Town has \$1K deductible per occurrence
01419614	55159	GG- Ins Reimbursed Repairs	4,155	1	2,749	1	-	0.0%	1	-	
01419614	55172	GG- Liability Insurance	61,497	65,802	146,538	70,408	4,606	7.0%	70,408	-	Primex
		<b>Insurance Total</b>	<b>73,900</b>	<b>77,629</b>	<b>159,111</b>	<b>82,852</b>	<b>5,223</b>	<b>6.7%</b>	<b>82,852</b>	<b>-</b>	
		<b>Total Benefits &amp; Taxes</b>	<b>576,485</b>	<b>502,866</b>	<b>618,254</b>	<b>528,434</b>	<b>25,469</b>	<b>5.1%</b>	<b>523,434</b>	<b>(5,000)</b>	
		<b>Total General Fund</b>	<b>19,712,383</b>	<b>21,326,280</b>	<b>16,962,311</b>	<b>23,060,862</b>	<b>1,734,582</b>	<b>8.13%</b>	<b>22,572,676</b>	<b>(488,186)</b>	

Town of Exeter											
2024 General Fund Budget											
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<b>Warrant Articles/Other</b>											
01500000	59090	Parks & Rec CRF		100,000		75,000	(25,000)	-25.0%			CIP P#14 Continued Investment in capital reserve fund established in 2019
01500000	59017	Sick Leave Expendable Trust Fund		100,000		100,000	-	0.0%			Sick Leave Capital Reserve - (GF Fund Balance)
01500000	59049	Snow/Ice Deficit Fund		50,000		50,000	-	0.0%			Snow/Ice Deficit Non-Capital CRF - (GF Fund Balance)
		Planet Playground Renovation		-		297,500	297,500				CIP P#15 - (GF Fund Balance) - Only moves forward if matching grant >= amount is received
		Sidewalk Replacement Fund		-		50,000	50,000				CIP P#23 - 50K rec from BRC - would go to 200K should Planet Playground grant fall through
		Water Street Reconstruction - Planning		-		100,000	100,000				CIP P#27 - Grant eligible
		ADA Improvements Revolving Fund		25,000		50,000	25,000	100.0%			CIP P#7 - (GF Fund Balance)
		Great Bay Total Nitrogen General Permit		-		75,000	75,000				CIP P#17
01500000	59060	Swasey Parkway Permit Fee Approp		3,900		-	(3,900)	-100.0%			Appropriation from Fund Balance - remits Swasey Parkway fees to the Parkway Expendable Trust Fund
		Town Hall Revolving Fund		5,000		-	(5,000)	-100.0%			
01500000	59102	Public Works Facility		25,000		-	(25,000)	-100.0%			CIP P#1 (GF Fund Balance)
01500000	59095	Conservation Fund Appropriation		50,000		-	(50,000)	-100.0%			CIP P#11 (GF Fund Balance)
01500000		Linden Street Bridge		295,000		-	(295,000)	-100.0%			CIP P#17
01500000		Downtown Traffic, Parking & Pedestrian Flow Analysis		50,000		-	(50,000)	-100.0%			CIP P#9 (GF Fund Balance)
01500000		Fire Inspector Vehicle Replacement		49,313		-	(49,313)	-100.0%			CIP P#42 (GF Fund Balance)
		Sidewalk Tractor Replacement		40,286		-	(40,286)	-100.0%			CIP P#49, Cost: \$177,705-Lease Purchase \$ 35,541 for 5 yrs
01500001		DPW Truck #5 replacement		53,558		-	(53,558)	-100.0%			CIP P #50 (GF Fund Balance)
		<b>Total Warrant Articles</b>		<b>-</b>		<b>797,500</b>	<b>(49,557)</b>	<b>-5.9%</b>			
<b>Borrowing/ Other</b>											
		School Street Area Reconstruction		-		2,213,400	2,213,400				CIP P#22
		Police Complex with Fire Substation		-		17,522,500	17,522,500				CIP P#3
		Landfill Solar Array Project		1,609,645		-	(1,609,645)	-100.0%			
		Intersection Improvements Program		798,000		-	(798,000)	-100.0%			CIP P#16
		Westside Dr Area Reconstruction		2,415,000		-	(2,415,000)	-100.0%			CIP P#26 (Water & Sewer Fund components)
		<b>Total Borrowing/Other</b>		<b>-</b>		<b>19,735,900</b>	<b>14,913,255</b>	<b>309.2%</b>		<b>(19,735,900)</b>	
		<b>Total GF Warrant Articles/Other</b>		<b>-</b>		<b>20,533,400</b>	<b>14,863,698</b>	<b>262.2%</b>		<b>(20,533,400)</b>	
		<b>Total General Fund Budget &amp; Warrant Articles</b>	<b>19,712,383</b>	<b>26,995,982</b>	<b>16,962,311</b>	<b>43,594,262</b>	<b>16,598,280</b>	<b>61.5%</b>	<b>22,572,676</b>	<b>(21,021,586)</b>	

Town of Exeter											
2024 Water Fund Budget											
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Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: October	2024 SB Budget	2024 SB Budget vs. 2023 Budget \$ Increase/-(Decrease)	2024 SB Budget vs. 2023 Budget % Difference	2024 Default Budget	2024 Default Budget vs. 2024 SB Budget \$ Increase/-(Decrease)	Explanation
<b>WATER FUND</b>											
<b>Administration</b>											
02433021	51110	WA- Sal/Wages FT	243,048	264,044	177,736	293,347	29,303	11.1%	285,843	(7,504)	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations
02433021	51200	WA- Sal/Wages PT	961	-	-	3,043	3,043		2,969	(74)	GF allocation
02433021	51210	WA- Sal/wages Temp	3,273	3,500	3,417	3,500	-	0.0%	3,500	-	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	247,283	267,544	181,153	299,890	32,346	12.1%	292,312	(7,578)	
02433021	52100	WA- Health Insurance	55,244	59,039	38,641	67,336	8,297	14.1%	67,336	-	Allocations from GF
02433021	52110	WA- Dental Insurance	3,922	4,632	3,203	5,568	936	20.2%	5,568	-	Allocations from GF
02433021	52120	WA- Life Insurance	285	304	198	265	(39)	-12.8%	265	-	Allocations from GF
02433021	52130	WA- LTD Insurance	556	589	442	540	(49)	-8.3%	540	-	Allocations from GF
02433021	52140	WA - Health Insurance Buyout	2,186	641	481	2,377	1,736	270.8%	2,377	-	Allocations from GF
02433021	52200	WA- FICA	15,036	16,577	11,067	18,593	2,016	12.2%	18,123	(470)	Based on wages: 6.2%
02433021	52210	WA- Medicare	3,517	3,890	2,588	4,348	458	11.8%	4,239	(110)	Based on wages: 1.45%
02433021	52300	WA- Retirement Town	34,187	35,927	25,178	39,690	3,763	10.5%	38,675	(1,015)	Based on wages: 13.53%
02433021	52600	WA- Workers Comp Insurance	5,548	5,144	5,144	5,453	309	6.0%	5,453	-	Primex
		Benefits Total	120,481	126,743	86,940	144,170	17,428	13.8%	142,575	(1,595)	
02433021	55293	WA- Supplies	2,987	4,500	2,265	4,500	-	0.0%	4,500	-	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% Supplies/maint. multi-function plotter
02433021	55055	WA- Consulting Services	7,500	35,000	270	10,000	(25,000)	-71.4%	35,000	25,000	Lead service line continued work (Federal requirement)
02433021	55124	WA- Fleet Insurance	387	414	414	443	29	7.0%	443	-	Primex
02433021	55228	WA- Property Insurance	52,786	56,482	56,482	60,435	3,953	7.0%	60,435	-	Primex
02433021	55157	WA- Insurance Deductible	-	1	1,000	1	-	0.0%	1	-	Line item for insurance deductible
02433021	55158	WA- Insurance Reimbursed Repairs	-	1	8,224	1	-	0.0%	1	-	Damage repairs on insurance claims
02433021	55170	WA- Legal Expense	-	1	-	1	-	0.0%	1	-	Legal expenses wellhead negotiations, administrative orders
02433021	55190	WA- Mobile Communications	97	800	40	800	-	0.0%	800	-	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
02433021	55002	WA- Advertising	250	250	-	250	-	0.0%	250	-	Bid packages, Requests for Proposals
02433021	55227	WA- Printing	2,694	3,000	2,843	3,000	-	0.0%	3,000	-	Annual Consumer Confidence Rpt (CCR) & postage
02433021	55171	WA- Legal/Public Notices	395	3,000	-	3,000	-	0.0%	3,000	-	Notice of main flushing, Public Hearings, violations, lead service inventory inquiries
02433021	55050	WA- Conf Rooms/Meals	821	3,500	723	3,500	-	0.0%	3,500	-	Annual national conference Dir 20%, WS Mgr & Asst. Mgr 50%
02433021	55091	WA- Education/Training	4,104	5,000	4,507	5,000	-	0.0%	5,000	-	Treatment, Distribution & Backflow required CEUs & dues
02433021	55098	WA- Employee Wellness	-	-	-	2,500	2,500		-	(2,500)	Employee wellness needs beyond those provided by the Town's health insurance carrier.
		General Expenses Total	72,020	111,949	76,767	93,431	(18,518)	-16.5%	115,931	22,500	
		<b>Administration Total</b>	<b>439,783</b>	<b>508,236</b>	<b>344,861</b>	<b>537,491</b>	<b>31,255</b>	<b>6.2%</b>	<b>550,818</b>	<b>13,327</b>	

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Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: October	2024 SB Budget	2024 SB Budget vs. 2023 Budget \$ Increase/(Decrease)	2024 SB Budget vs. 2023 Budget % Difference	2024 Default Budget	2024 Default Budget vs. 2024 SB Budget \$ Increase/(Decrease)	Explanation
<b>Billing</b>											
02433124	51110	WB- Sal/Wages FT	78,711	80,023	62,255	89,762	9,739	12.2%	88,549	(1,213)	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
02433124	51200	WB- Sal/Wages PT	4,970	13,100	3,821	13,819	719	5.5%	13,478	(341)	1 PT Utilities Clerk 24 hrs/awk (50/50 split W&S)
02433124	51300	WB- Sal/Wages OT	12	-	-	75	75	-	75	-	Allocations from GF
02433124	51400	WB - Longevity Pay	-	-	-	-	-	-	-	-	Allocations from GF
		<b>Salaries Total</b>	<b>83,694</b>	<b>93,122</b>	<b>66,076</b>	<b>103,656</b>	<b>10,534</b>	<b>11.3%</b>	<b>102,102</b>	<b>(1,554)</b>	
02433124	52100	WB- Health Insurance	28,459	28,383	22,439	28,031	(352)	-1.2%	28,031	-	Allocations from GF
02433124	52110	WB- Dental Insurance	1,925	1,912	1,521	1,869	(43)	-2.2%	1,869	-	Allocations from GF
02433124	52120	WB- Life Insurance	102	108	83	92	(16)	-14.8%	92	-	Allocations from GF
02433124	52130	WB - LTD Insurance	135	119	89	113	(6)	-5.0%	113	-	Allocations from GF
02433124	52200	WB- FICA	5,058	5,749	3,983	6,427	677	11.8%	6,330	(96)	Based on wages: 6.2%
02433124	52210	WB- Medicare	1,183	1,375	931	1,503	128	9.3%	1,480	(23)	Based on wages: 1.45%
02433124	52300	WB- Retirement Town	11,038	11,034	8,594	12,155	1,121	10.2%	11,991	(164)	Based on wages: 13.53%
02433124	52600	WB- Workers Comp Insurance	1,293	1,199	1,199	1,271	72	6.0%	1,271	-	Primex
		<b>Benefits Total</b>	<b>49,191</b>	<b>49,879</b>	<b>38,840</b>	<b>51,461</b>	<b>1,582</b>	<b>3.2%</b>	<b>51,178</b>	<b>(283)</b>	
02433124	55200	WB- Supplies	2,450	3,750	2,148	3,250	(500)	-13.3%	3,750	500	Water bill processing, ink cartridges, paper, letterhead, pens, etc - based on historical
02433124	55224	WB- Postage	6,509	6,325	5,487	6,325	-	0.0%	6,325	-	Certified shut-off notices - based on review of historical spend
02433124	55055	WB- Consulting Services	-	500	-	1,650	1,150	230.0%	1,650	-	Allocation of actuarial costs for GASB compliance. Split 50/25/25 GF/W/S
02433124	55014	WB- Audit Fees	12,125	13,795	6,250	14,500	705	5.1%	13,795	(705)	Financial and Single Audit Fees - Allocated btw Finance, Water & Sewer
02433124	55213	WB- Phone Utilization	4,781	5,175	4,369	6,875	1,700	32.9%	5,175	(1,700)	12.5% allocation of IT cost
02433124	55159	WB- Internet Services	601	4,471	581	4,646	175	3.9%	4,471	(175)	12.5% allocation of IT internet services (website)
02433124	55383	WB- Email Filtering/Archiving	1,031	1,113	1,113	1,238	125	11.2%	1,113	(125)	12.5% allocation of IT cost
02433124	55270	WB- Software Agreement	16,521	16,811	16,168	17,893	1,082	6.4%	16,811	(1,082)	1/2 Munilink UB Software Maintenance (5% incr for 8 mo.) & Munis Allocation @ 7% Increase (projected)
02433124	55308	WB- Travel Reimbursement	-	250	-	250	-	0.0%	250	-	Previously was for munis PACE training travel
02433124	55091	WB- Education/Training	160	-	-	-	-	-	-	-	Previously was for munis travel
		<b>General Expenses Total</b>	<b>44,178</b>	<b>52,190</b>	<b>36,116</b>	<b>56,627</b>	<b>4,437</b>	<b>8.5%</b>	<b>53,340</b>	<b>(3,287)</b>	
		<b>Water Billing Total</b>	<b>177,064</b>	<b>195,191</b>	<b>141,032</b>	<b>211,744</b>	<b>16,553</b>	<b>8.5%</b>	<b>206,620</b>	<b>(5,124)</b>	



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<b>Distribution</b>											
02433222	51110	WD- Sal/Wages FT	163,168	231,582	136,284	236,716	5,134	2.2%	236,716	-	8 FT split 50/50 Water Distribution/Sewer Collection
02433222	51300	WD- Sal/Wages OT	37,177	21,000	14,431	21,000	-	0.0%	21,000	-	Avg's OT rate = \$35/hr, 600 hours; for WD/SC/WWT/PS (calls from dispatch or SCADA alarms)
02433222	51310	WD- Sal/Wages Stand-By	3,220	7,280	844	7,280	-	0.0%	7,280	-	Pay for after hours on-call status, 2 employees at \$140/week per union contract split 50/50 WD/SC
02433222	51400	WD- Longevity Pay	-	2,100	-	2,150	50	2.4%	2,150	-	4 FT per union contract, split 50/50 WD/SC
02433222	51121	WD-Sal/Wages Education/Training	1,500	1,125	-	1,125	-	0.0%	1,125	-	
		Salaries Total	205,065	263,087	151,559	268,271	5,184	2.0%	268,271	-	
02433222	52100	WD- Health Insurance	48,421	76,169	29,534	74,334	(1,836)	-2.4%	74,334	-	10% increase in the premium rate
02433222	52110	WD- Dental Insurance	3,104	5,139	1,759	4,936	(203)	-4.0%	4,936	-	4.7% increase in the premium rate
02433222	52120	WD- Life Insurance	142	216	110	184	(33)	-15.0%	184	-	Life base is down 15%
02433222	52140	WD - Health Insurance Buyout	-	-	-	1,606	1,606	-	1,606	-	
02433222	52200	WD- FICA	12,512	16,152	9,089	16,633	481	3.0%	16,633	-	Based on wages: 6.2%
02433222	52210	WD- Medicare	2,926	3,974	2,126	3,890	(84)	-2.1%	3,890	-	Based on wages: 1.45%
02433222	52300	WD- Retirement Town	28,604	36,268	20,957	36,297	29	0.1%	36,297	-	Based on wages: 13.53%
02433222	52600	WD- Workers Comp Insurance	10,311	9,561	9,561	10,135	574	6.0%	10,135	-	Primex
		Benefits Total	106,021	147,479	73,136	148,014	535	0.4%	148,014	-	
02433222	55022	WD- Building Maintenance	5,882	10,000	4,604	7,000	(3,000)	-30.0%	10,000	3,000	9 water pumping stations/wells
02433222	55105	WD- Equipment Maintenance	5,116	7,000	1,559	5,000	(2,000)	-28.6%	7,000	2,000	Pumps, generators, misc equipment
02433222	55252	WD- Road Repairs	9,783	25,000	4,389	25,000	-	0.0%	25,000	-	Trench patch, materials, crushing; replacing deteriorating service saddles
02433222	55319	WD- Vehicle Maintenance	6,648	10,000	6,427	10,000	-	0.0%	10,000	-	15 vehicles/equipment, 4 trailers split 50/50 WD/SC
02433222	55298	WD- System Maintenance	54,537	84,000	43,438	60,000	(24,000)	-28.6%	84,000	24,000	5 Hydrant assemblies, risers, service saddles, curbstops, pipe, valve boxes, other parts; 100 hydrant maintenance @ \$220 (\$22K); 100 valves turning @ \$100/valve (\$10K)
02433222	55059	WD- Tank Maintenance	154,711	115,100	89,550	102,089	(13,011)	-11.3%	115,100	13,011	Tank maintenance & rehab programs - 1 MG Hampton Rd \$37,300/yr; 1.5 MG Epping Rd Tower \$64,789/yr
02433222	55173	WD- Licenses	104	800	339	800	-	0.0%	800	-	Distribution licenses exams/renewals \$50/ea
02433222	55190	WD- Mobile Communication	1,325	1,600	1,171	1,600	-	0.0%	1,600	-	4 MiFi's (50%); additional tablet
02433222	55545	WD- Fire Alarm Communication	2,325	3,500	3,830	3,500	-	0.0%	3,500	-	Pump station fire alarms for Gilman, Lary, & Stadium
02433222	55134	WD- General Hand Tools	1,623	1,800	932	1,800	-	0.0%	1,800	-	Drills, bits, taps, dies, ratchet wrenches
02433222	55003	WD- Drug/Alcohol Testing	351	900	245	900	-	0.0%	900	-	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
02433222	55257	WD- Safety Equipment	2,010	4,000	317	4,000	-	0.0%	4,000	-	PPE incl hardhats, gloves, Tyvek suits, respirators
02433222	55314	WD- Uniforms	1,466	2,400	1,391	2,400	-	0.0%	2,400	-	Per union contract, 8 split 50/50 WD/SC
02433222	55136	WD- GIS Software	9,258	30,000	25,635	25,000	(5,000)	-16.7%	30,000	5,000	Software revisions/maintenance; handheld and software agreement with TiSales; Upgraded Leica GPS Antena \$11,000; People GIS asset mngt modules
02433222	55188	WD- Metering & Back Flow	99,067	163,000	132,957	163,000	-	0.0%	163,000	-	Rebuild/replace meters to AWWA accuracy specifications, 400 meters >10 yrs old \$140k; brass meter parts \$15k; testing, repair & replace backflow devices \$8k, brass fittings
02433222	55235	WD- Pump Station & Towers	19,833	24,450	5,303	24,450	-	0.0%	24,450	-	Pumps, I/O cards, check valve rebuilds, fuses/breakers
02433222	55194	WD- Natural Gas	7,823	12,000	7,908	12,000	-	0.0%	12,000	-	Heating/generator fuel; new generators at new well buildings
02433222	55092	WD- Electricity	73,356	87,500	55,050	75,000	(12,500)	-14.3%	87,500	12,500	Water Pumping Stations and towers; 3 wells; increase in rates
02433222	55128	WD- Fuel	11,458	14,200	11,029	14,200	-	0.0%	14,200	-	Vehicles & equipment fuel; increase in price
		General Expenses Total	466,675	597,250	396,075	537,739	(59,511)	-10.0%	597,250	59,511	
		<b>Water Distribution Total</b>	<b>777,761</b>	<b>1,007,816</b>	<b>620,770</b>	<b>954,024</b>	<b>(53,792)</b>	<b>-5.3%</b>	<b>1,013,535</b>	<b>59,511</b>	

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<b>Treatment</b>											
02433523	51110	WT- Sal/Wages FT	235,341	264,966	225,436	306,231	41,265	15.6%	277,125	(29,106)	5 FT (including 1 new operator (7 months))
02433523	51300	WT- Sal/Wages OT	45,784	19,075	45,364	19,075	-	0.0%	19,075	-	
02433523	51310	WT- Sal/Wages Stand-By	7,220	14,560	6,160	14,560	-	0.0%	14,560	-	Pay for after hours on-call status, 2 employees at \$140/week per union contract
02433523	51400	WT- Longevity Pay	2,750	1,800	-	1,900	100	5.6%	1,900	-	2 FT per union contract
02433523	51121	WT-Sal/Wages Education/Training	2,250	1,500	-	1,500	-	0.0%	1,500	-	
		Salaries Total	293,345	301,901	276,961	343,266	41,365	13.7%	314,160	(29,106)	
02433523	52100	WT- Health Insurance	91,181	90,814	77,656	113,671	22,857	25.2%	99,437	(14,234)	10% increase in the premium rate
02433523	52110	WT- Dental Insurance	5,728	5,900	5,006	7,171	1,271	21.5%	6,176	(995)	4.7% increase in the premium rate
02433523	52120	WT- Life Insurance	251	216	209	207	(9)	-4.2%	184	(23)	Life base is down 15%
02433523	52200	WT- FICA	17,859	18,520	16,811	21,282	2,762	14.9%	19,478	(1,805)	Based on wages: 6.2%
02433523	52210	WT- Medicare	4,177	4,575	3,932	4,977	402	8.8%	4,555	(422)	Based on wages: 1.45%
02433523	52300	WT- Retirement Town	40,668	41,623	38,314	46,444	4,820	11.6%	42,506	(3,938)	Based on wages: 13.53%
02433523	52600	WT- Workers Comp Insurance	10,308	9,559	9,559	10,132	573	6.0%	10,132	-	Primex
		Benefits Total	170,172	171,208	151,487	203,885	32,677	19.1%	182,468	(21,417)	
02433523	55022	WT- Building Maintenance	19,437	12,000	10,121	12,000	-	0.0%	12,000	-	3 buildings @ SWTP & GWTP
02433523	55368	WT- Basin/Lagoon Cleaning	1,174	5,000	-	5,000	-	0.0%	5,000	-	SWTP clearwell cleaning, GWTP basin cleanings
02433523	55105	WT- Equipment Maintenance	73,584	45,000	42,419	45,000	-	0.0%	45,000	-	Repair pumps & blowers; replacement parts; chemical tubing; \$15k for Clearwell/CRT/River intake cleaning and inspection
02433523	55294	WT- Supplies Lab Equip	25,597	30,000	21,716	30,000	-	0.0%	30,000	-	Safe Drinking Water Act compliance; chloramine testing reagents & field units; in-line instrumentation calibration
02433523	55055	WT- Consulting	5,000	5,000	2,500	30,000	25,000	500.0%	5,000	(25,000)	Chloramine nitrification action plan assistance; PFOA asst, Part Time Water Treatment Supervisor \$50K
02433523	55270	WT- Software Equip/Contracted Srv	10,835	10,000	5,195	10,000	-	0.0%	10,000	-	VT SCADA/telemetry support, hydraulic model H2O Map
02433523	55173	WT- Licenses	251	1,000	-	1,000	-	0.0%	1,000	-	Treatment licenses exams/renewals \$50/ea
02433523	55190	WT- Mobile Communication	1,980	2,600	935	2,600	-	0.0%	2,600	-	WTP Operations Supervisor cellphone and WTP Ipad for SCA
02433523	55545	WT- Fire Alarm Communication	2,196	1,500	-	1,500	-	0.0%	1,500	-	SWTP/GWTP fire alarms
02433523	55257	WT- Safety Equipment	546	1,500	856	1,500	-	0.0%	1,500	-	Boots, gloves, hard hats, eye & hearing protection
02433523	55314	WT- Uniforms	1,518	1,650	1,595	2,600	950	57.6%	1,650	(950)	Per union contract, 3 emp: Possible addition of 4th Operator
02433523	55271	WT- Software Services	1,750	11,000	8,037	11,000	-	0.0%	11,000	-	VT SCADA software maintenance service
02433523	55072	WT- Dam Registrations	3,000	3,000	-	3,000	-	0.0%	3,000	-	Annual NHDES fees/Reservoir & Pickpocket dams
02433523	55229	WT-Property Taxes	433	400	291	400	-	0.0%	400	-	Skinner Springs in Stratham (Pickpocket Dam in Brentwood now tax exempt); Pan Am charges for Summer St
02433523	55161	WT- Lab testing	24,705	40,000	10,424	40,000	-	0.0%	40,000	-	Coliform bacteria, organic carbon, volatile & synthetic, quarterly PFOA/PFAS \$4,500/qr; 30 Lead & Copper samples
02433523	55034	WT- Chemicals	143,107	165,000	132,202	170,000	5,000	3.0%	165,000	(5,000)	11 chemicals including ammonium sulfate for chloramines & greensand filters; New regulations require the addition of ferric chloride for arsenic precipitation. Experiencing high fuel surcharges and chemical costs tied to petroleum
02433523	55194	WT- Natural Gas	13,451	27,500	16,123	27,500	-	0.0%	27,500	-	heating/generator fuel
02433523	55092	WT- Electricity	68,754	90,000	57,474	80,000	(10,000)	-11.1%	90,000	10,000	Pumps, lights, etc.
02433523	55128	WT- Fuel	1,402	3,000	1,357	3,000	-	0.0%	3,000	-	Water Treatment Plant truck: 2nd truck on order
02433523	55211	WT- Phone Lease Alarms	3,769	5,500	3,046	5,500	-	0.0%	5,500	-	AT&T texting alarm services
		General Expenses Total	402,488	460,650	314,291	481,600	20,950	4.5%	460,650	(20,950)	
		<b>Water Treatment Total</b>	<b>886,004</b>	<b>933,759</b>	<b>742,739</b>	<b>1,028,751</b>	<b>94,991</b>	<b>10.2%</b>	<b>957,278</b>	<b>(71,473)</b>	

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<b>Debt Service</b>											
02471125	58024	Water Tank SRF	215,297	222,514	222,514	229,972	7,458	3.4%	229,972	-	2028 Final payment
02471125	58010	Water Line- Main & Lincoln Sts	120,000	120,000	120,000	120,000	-	0.0%	120,000	-	2024 Final payment
02471125	58012	Portsmouth Ave Waterline	15,268	15,268	15,268	-	(15,268)	-100.0%	-	-	2023 Final payment
02471125	58023	Lary Lane GWTP SRF	232,914	237,479	237,479	242,133	4,654	2.0%	242,133	-	2036 Final payment
02471125	58027	Lincoln Street Phase #2	9,593	9,593	9,593	-	-	0.0%	9,593	-	2032 Final payment
02471125	58028	Court Street Culvert	3,910	3,747	3,747	3,747	-	0.0%	3,747	-	2027 Final payment
02471125	58032	Washington Street	55,000	55,000	55,000	55,000	-	0.0%	55,000	-	2028 Final payment
02471125	58035	Salem St. Utility Design & Engin	27,692	25,385	25,385	25,385	-	0.0%	25,385	-	2024 Final payment
02471125	58036	Surface Water Plant TTHM Treatment	88,241	88,241	88,241	88,241	-	0.0%	88,241	-	2034 Final payment
02471125	58038	Groundwater Sources	105,000	105,000	105,000	105,000	-	0.0%	105,000	-	2025 Final payment
02471125	58042	Salem St. Utility Improvements	141,078	139,706	139,706	139,706	-	0.0%	139,706	-	2036 Final payment
02471125	58047	Groundwater Exploration	-	88,900	88,900	88,900	-	0.0%	88,900	-	2036 Final payment
02471125	58048	Westside Drive Design & Engin	-	-	-	24,197	24,197	-	24,197	-	2028 Final payment ESTIMATE
02471125	58052	Groundwater Source Development	-	-	-	95,069	95,069	-	95,069	-	2028 Final payment
02471125	58051	Westside Drive Construction	-	-	-	63,063	63,063	-	63,063	-	2038 Final payment (Bond only, excludes SRF)
		<b>Water Debt Service Principal Total</b>	<b>1,013,994</b>	<b>1,110,833</b>	<b>1,110,832</b>	<b>1,290,006</b>	<b>179,173</b>	<b>16.1%</b>	<b>1,290,006</b>	<b>-</b>	
02472126	58524	Water Tank SRF	55,450	48,233	48,233	40,774	(7,459)	-15.5%	40,774	-	2028 Final payment
02472126	58502	Water Line- Main & Lincoln Sts	18,360	12,240	12,240	6,120	(6,120)	-50.0%	6,120	-	2024 Final payment
02472126	58504	Portsmouth Ave Waterline	1,634	817	817	-	(817)	-100.0%	-	-	2023 Final payment
02472126	58522	Lary Lane GWTP SRF	78,719	74,153	74,153	69,499	(4,654)	-6.3%	69,499	-	2036 Final payment
02472126	58525	Lincoln Street Phase #2	4,998	4,509	4,509	4,020	(489)	-10.8%	4,020	-	2032 Final payment
02472126	58529	Court Street Culvert	1,155	956	956	764	(192)	-20.1%	764	-	2027 Final payment
02472126	58531	Washington Street	18,870	16,065	16,065	13,260	(2,805)	-17.5%	13,260	-	2028 Final payment
02472126	58535	Salem St. Utility Design & Engin	4,002	2,589	2,589	1,295	(1,294)	-50.0%	1,295	-	2024 Final payment
02472126	58536	Surface Water Plant TTHM Treatment	7,518	6,578	6,578	5,639	(939)	-14.3%	5,639	-	2034 Final payment
02472126	58538	Groundwater Sources	21,420	16,065	16,065	10,710	(5,355)	-33.3%	10,710	-	2025 Final payment
02472126	58542	Salem St. Utility Improvements	96,902	88,642	88,642	81,517	(7,125)	-8.0%	81,517	-	2036 Final payment
02472126	58547	Groundwater Exploration	-	49,358	49,358	40,795	(8,563)	-17.3%	40,795	-	2036 Final payment
02472126	58548	Westside Drive Design & Engin	-	-	-	2,420	2,420	-	2,420	-	2028 Final payment ESTIMATE
02472126	58552	Groundwater Source Development	-	-	-	24,647	24,647	-	24,647	-	2028 Final payment
02472126	58551	Westside Drive Construction	-	-	-	49,047	49,047	-	49,047	-	2038 Final payment (Bond only, excludes SRF)
		<b>Water Debt Service Interest Total</b>	<b>309,026</b>	<b>320,205</b>	<b>320,206</b>	<b>350,507</b>	<b>30,302</b>	<b>9.5%</b>	<b>350,507</b>	<b>-</b>	
		<b>Debt Service Total</b>	<b>1,323,020</b>	<b>1,431,038</b>	<b>1,431,038</b>	<b>1,640,513</b>	<b>209,475</b>	<b>14.6%</b>	<b>1,640,513</b>	<b>-</b>	
<b>Capital Outlay</b>											
02490027	55318	CO- Capital Outlay - Leases	15,329	15,329	-	-	(15,329)	-100.0%	-	-	See separate lease schedule
02490027	57006	CO- Capital Outlay - Equipment	-	-	-	22,500	22,500	-	-	(22,500)	Air Compressor (split 50/50 water/sewer) CIP p#62
02490027	57009	CO- Capital Outlay - Vehicle	26,493	-	-	26,750	26,750	-	-	(26,750)	See separate lease schedule
		CO- Capital Outlay - Land	-	-	-	-	-	-	-	-	
02490027	55361	Acquisition/Purchase	-	1	-	-	(1)	-100.0%	-	-	
02490027	57015	CO- Water System Capital	402,123	460,000	431,797	541,000	81,000	17.6%	460,000	(81,000)	Filter/Clarifier Maint. \$441,000 year 2 of contract; Stadium Well Rehab/Repairs \$60,000; River Pump Station Pump Replacement \$40,000
		<b>Capital Outlay Total</b>	<b>443,944</b>	<b>475,330</b>	<b>431,797</b>	<b>580,250</b>	<b>114,920</b>	<b>24.2%</b>	<b>460,000</b>	<b>(130,250)</b>	
<b>Water Appropriations from Reserves</b>											
02490100	55010	WF- Approp fm Res Rate Study	1,713	-	19,887	-	-	-	-	-	
		<b>Approp. from Reserves Total</b>	<b>1,713</b>	<b>-</b>	<b>19,887</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
		<b>Water Fund Total</b>	<b>4,029,290</b>	<b>4,549,370</b>	<b>3,732,123</b>	<b>4,962,773</b>	<b>413,403</b>	<b>9.1%</b>	<b>4,828,764</b>	<b>(134,010)</b>	

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<b>WF -Warrant Articles/Borrowing</b>											
		School Street Area Reconstruction				1,692,800	1,692,800			(1,692,800)	CIP P#22
		Surface Water Treatment Plant - Design				500,000	500,000			(500,000)	CIP P#2 - 2-Yr plan
02500000	59102	Public Works Garage Design		12,500			(12,500)	-100.0%		-	CIP P#1 Design (General Fund & Sewer Fund components)
		Groundwater Source Development		500,000			(500,000)	-100.0%		-	
		Westside Dr Area Reconstruction		2,745,000			(2,745,000)	-100.0%		-	CIP P#26 (General & Sewer Fund components)
		<b>Total Warrant Articles/Borrowing</b>	<b>-</b>	<b>3,257,500</b>	<b>-</b>	<b>2,192,800</b>	<b>(1,064,700)</b>	<b>-32.7%</b>	<b>-</b>	<b>(2,192,800)</b>	
		<b>Total Water Fund with WAR</b>	<b>4,029,290</b>	<b>7,806,870</b>	<b>3,732,123</b>	<b>7,155,573</b>	<b>(651,297)</b>	<b>-8.3%</b>	<b>4,828,764</b>	<b>(2,326,810)</b>	

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<b>SEWER FUND</b>											
<b>Administration</b>											
03432031	51110	SA- Sal/Wages FT	242,741	264,044	177,395	293,347	29,303	11.1%	285,843	(7,504)	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations
03432031	51200	SA- Sal/Wages PT	961	-	-	3,043	3,043		2,969	(74)	GF allocation (HR Assistant move to FT)
03432031	51210	SA- Sal/Wages Temp	3,273	3,500	3,417	3,500	-	0.0%	3,500	-	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	246,976	267,544	180,813	299,890	32,346	12.1%	292,312	(7,578)	
03432031	52100	SA- Health Insurance	55,245	59,039	38,533	67,336	8,297	14.1%	67,336	-	Allocations from GF
03432031	52110	SA- Dental Insurance	3,922	4,632	3,203	5,568	936	20.2%	5,568	-	Allocations from GF
03432031	52120	SA- Life Insurance	287	304	197	265	(39)	-12.8%	265	-	Allocations from GF
03432031	52130	SA- LTD Insurance	556	589	442	540	(49)	-8.3%	540	-	Allocations from GF
03432031	52140	SA- Health Insurance Buyout	2,186	641	481	2,377	1,736	270.8%	2,377	-	Allocations from GF
03432031	52200	SA- FICA	15,018	16,588	11,047	18,583	2,005	12.1%	18,123	(470)	Based on wages: 6.2%
03432031	52210	SA- Medicare	3,512	3,879	2,584	4,348	469	12.1%	4,239	(110)	Based on wages: 1.45%
03432031	52300	SA- Retirement Town	34,144	35,927	25,132	39,690	3,763	10.5%	38,675	(1,015)	Based on wages: 13.53%
03432031	52600	SA- Workers Comp Insurance	5,548	5,144	5,144	5,453	309	6.0%	5,453	-	Primex
		Benefits Total	120,418	126,743	86,761	144,170	17,428	13.8%	142,575	(1,595)	
03432031	55293	SA- Supplies	4,664	4,500	2,427	4,500	-	0.0%	4,500	-	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% supplies/maint. multi-function plotter
03432031	55224	SA- Postage	1,809	2,000	2,118	2,000	-	0.0%	2,000	-	Postage allocation, IPP notices and MOR reports
03432031	55055	SA- Consulting Services	28,495	12,000	4,327	5,000	(7,000)	-58.3%	12,000	7,000	
03432031	55124	SA- Fleet Insurance	765	818	818	876	58	7.1%	876	-	Primex
03432031	55228	SA- Property Insurance	79,498	85,065	85,065	91,018	5,953	7.0%	91,018	-	Primex
03432031	55158	SA-Insurance Reimbursed Repairs	-	1	1,548	1	-	0.0%	1	-	Damage repairs on insurance claims
03432031	55170	SA- Legal Expense	4,647	7,500	5,216	7,500	-	0.0%	7,500	-	Legal expenses related to EPA permit issues
03432031	55190	SA- Mobile Communications	193	800	40	800	-	0.0%	800	-	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
03432031	55002	SA- Advertising	250	500	-	500	-	0.0%	500	-	Bid packages, requests for proposals
03432031	55050	SA- Conf Rooms/Meals	1,029	3,500	583	3,500	-	0.0%	3,500	-	Annual national conference
03432031	55091	SA- Education/Training	2,762	4,500	1,284	4,500	-	0.0%	4,500	-	Wastewater treatment and collections training
03432031	55098	SA- Employee Wellness	-	-	-	2,500	2,500		-	(2,500)	Employee wellness needs beyond those provided by the Town's health insurance carrier.
		General Expenses Total	122,111	121,184	103,425	122,695	1,511	1.2%	127,195	4,500	
		Administration Total	489,504	515,471	370,999	566,755	51,284	9.9%	562,082	(4,673)	

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<b>Billing</b>											
03432134	51110	SB- Sal/Wages FT	78,191	80,023	62,074	89,762	9,739	12.2%	88,549	(1,213)	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
03432134	51200	SB- Sal/Wages PT	4,572	13,100	3,183	13,819	719	5.5%	13,478	(341)	1 PT Utilities Clerk 24 hrs/wk (from 16 hrs/wk PRYR) (50/50 split W&S)
03432134	51300	SB- Sal/Wages OT	12	-	-	75	75	-	75	-	Allocations from GF
		Salaries Total	82,776	93,122	65,257	103,656	10,534	11.3%	102,102	(1,554)	
03432134	52100	SB- Health Insurance	28,086	28,383	22,331	28,031	(352)	-1.2%	28,031	-	Allocations from GF
03432134	52110	SB- Dental Insurance	1,925	1,912	1,505	1,869	(43)	-2.2%	1,869	-	Allocations from GF
03432134	52120	SB- Life Insurance	110	108	83	92	(16)	-14.8%	92	-	Allocations from GF
03432134	52130	SB - LTD Insurance	135	119	89	113	(6)	-5.0%	113	-	Allocations from GF
03432134	52200	SB- FICA	5,005	5,774	3,933	6,427	653	11.3%	6,330	(96)	Based on wages: 6.2%
03432134	52210	SB- Medicare	1,171	1,350	920	1,503	153	11.3%	1,480	(23)	Based on wages: 1.45%
03432134	52300	SB- Retirement Town	10,964	11,034	8,569	12,155	1,121	10.2%	11,991	(164)	Based on wages: 13.53%
03432134	52600	SB- Workers Comp Insurance	1,293	1,199	1,199	1,271	72	6.0%	1,271	-	Primex
		Benefits Total	48,688	49,879	38,629	51,461	1,562	3.2%	51,178	(283)	
03432134	55200	SB- Supplies	2,436	3,750	2,076	3,250	(500)	-13.3%	3,750	500	Water bill processing, ink cartridges, paper, letterhead, pens, etc based on historical
03432134	55224	SB- Postage	3,500	2,750	2,000	2,750	-	0.0%	2,750	-	Postage for sewer bills - based on review of historical spend.
03432134	55055	SB- Consulting Services	488	500	270	1,650	1,150	230.0%	1,650	-	Allocation of actuarial costs for GASB compliance. Split 50/25/25 GF/W/S
03432134	55014	SB- Audit Fees	12,125	13,793	6,250	14,500	707	5.1%	13,793	(707)	Financial and Single Audit Fees - Allocated btw Finance, Water & Sewer
03432134	55213	SB- Phone Utilization	4,781	5,175	4,369	6,875	1,700	32.9%	5,175	(1,700)	12.5% allocation of IT cost
03432134	55247	SB- Registry of Deeds	-	-	26	-	-	-	-	-	Sewer Lien Releases
03432134	55159	SB- Internet Services	601	4,471	581	4,846	175	3.9%	4,471	(175)	12.5% allocation of IT internet services (website)
03432134	55383	SB- Email Archiving	1,031	1,113	1,113	1,238	125	11.2%	1,113	(125)	12.5% allocation of IT cost
03432134	55270	SB- Software Agreement	16,621	16,811	16,166	17,893	1,082	6.4%	16,811	(1,082)	1/2 Munilink UB Software Maintenance (5% incr for 8 mo.) & Munis Allocation @ 7% increase (projected)
03432134	55308	SB- Travel Reimbursement	-	250	-	250	-	0.0%	250	-	Previously was for munis PACE training travel
03432134	55091	SB- Education & Training	42	-	140	-	-	-	-	-	Previously was for munis travel
		General Expenses Total	41,625	48,613	32,993	53,052	4,439	9.1%	49,763	(3,289)	
		<b>Sewer Billing Total</b>	<b>173,089</b>	<b>191,614</b>	<b>136,879</b>	<b>208,169</b>	<b>16,555</b>	<b>8.6%</b>	<b>203,043</b>	<b>(5,126)</b>	

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<b>Collection</b>											
03432532	51110	SC- Sal/Wages FT	156,769	231,582	135,144	236,716	5,134	2.2%	236,716	-	8 FT split 50/50 WD/SC
03432532	51300	SC- Sal/Wages OT	3,489	21,000	640	21,000	-	0.0%	21,000	-	WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
03432532	51310	SC- Sal/Wages Stand-By	3,220	7,280	844	7,280	-	0.0%	7,280	-	Pay for after hours on-call status, 2 employees at \$140/week per union contract split 50/50 WD/SC
03432532	51400	SC- Longevity Pay	-	2,100	-	2,150	50	2.4%	2,150	-	8 FT per union contract split 50/50 WD/SC
03432532	51121	SC- Education/Training	-	1,125	-	1,125	-	0.0%	1,125	-	
		Salaries Total	163,478	263,087	136,628	268,271	5,184	2.0%	268,271	-	
03432532	52100	SC-Health Insurance	46,829	76,169	29,311	74,334	(1,836)	-2.4%	74,334	-	10% increase in the premium rate
03432532	52110	SC- Dental Insurance	2,878	5,139	1,754	4,936	(203)	-4.0%	4,936	-	4.7% increase in the premium rate
03432532	52120	SC- Life Insurance	149	216	108	184	(33)	-15.0%	184	-	Life base is down 15%
03432532	52140	SC - Health Insurance Buyout	-	-	-	1,606	1,606		1,606	-	
03432532	52200	SC- FICA	9,952	16,152	8,166	16,633	481	3.0%	16,633	-	Based on wages: 6.2%
03432532	52210	SC- Medicare	2,327	3,974	1,910	3,890	(84)	-2.1%	3,890	-	Based on wages: 1.45%
03432532	52300	SC- Retirement Town	22,985	36,268	18,907	36,297	29	0.1%	36,297	-	Based on wages: 13.53%
03432532	52600	SC- Workers Comp Ins	10,308	9,559	9,559	10,132	573	6.0%	10,132	-	Primex
		Benefits Total	95,429	147,477	69,715	148,011	534	0.4%	148,011	-	
03432532	55022	SC- Building Maintenance	10,989	10,000	5,658	10,000	-	0.0%	10,000	-	10 pumping stations
03432532	55105	SC- Equipment Maintenance	4,844	5,000	2,104	5,000	-	0.0%	5,000	-	consumables; repairs; cutting heads
03432532	55252	SC- Road Repairs	-	20,000	290	10,000	(10,000)	-50.0%	20,000	10,000	Sewer trench paving; compaction test requirements, service repairs at mains
03432532	55153	SC- I/I Abatement	-	20,000	-	5,000	(15,000)	-75.0%	20,000	15,000	Maint., catch basin & sump pump removal, smoke & dye testing
03432532	55389	SC- Pipe Relining	5,600	40,000	-	5,000	(35,000)	-87.5%	40,000	35,000	Relining vitrified clay, RCP
03432532	55319	SC- Vehicle Maintenance	13,073	10,000	3,649	10,000	-	0.0%	10,000	-	10 vehicles, 3 trailers, split 50/50 with water dist
03432532	55140	SC- Grit Removal	-	2,750	664	2,750	-	0.0%	2,750	-	Transport of gravel, sand, etc. to Waste Management
03432532	55543	SC- CSO Monitoring	13,500	13,500	9,000	13,500	-	0.0%	13,500	-	Maintenance fee for Combined Sewer Overflow (CSO) \$ 13.5K annual contract for monitoring NPDES public notification of CSO events \$5000
03432532	55179	SC- Manhole Maintenance	26,340	70,000	45,135	50,000	(20,000)	-28.6%	70,000	20,000	Manholes, piping & service repairs (reduce \$20k due to staffing shortages)
03432532	55236	SC- Pump & Control Maintenance	25,463	49,450	10,815	30,000	(19,450)	-39.3%	49,450	19,450	Maintain 22 sewer pumps; wear rings, impellers, shaft couplings, seals
03432532	55173	SC- Licenses	316	850	399	850	-	0.0%	850	-	19 certifications for 16 individuals in sewer collection; 1/2 master electrician (due in Nov)
03432532	55180	SC- Mobile Communications	1,784	1,600	1,484	1,780	180	11.3%	1,600	(180)	4 MiFi's (50%) Verizon contract increase
03432532	55003	SC- Drug/Alcohol Testing	334	500	149	500	-	0.0%	500	-	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening
03432532	55545	SC- Fire Alarm Communication	-	1,500	700	1,500	-	0.0%	1,500	-	Main Pump Station fire alarm, Webster Pump Station
03432532	55257	SC- Safety Equipment	2,637	2,750	1,754	2,750	-	0.0%	2,750	-	PPE & tools for new asbestos pipe OSHA standards, confined space equip. maint.
03432532	55314	SC- Uniforms	1,190	2,400	1,391	2,400	-	0.0%	2,400	-	7 split 50/50 WD/SC
03432532	55138	SC- GIS Software	9,257	10,000	4,893	10,000	-	0.0%	10,000	-	Software revisions/maintenance; handheld and software agreement with TISales; new asset mngt modules
03432532	55260	SC- SCADA Software	-	3,000	300	3,000	-	0.0%	3,000	-	Software annual maintenance; I/O cards
03432532	55301	SC- Tools	218	2,500	259	2,500	-	0.0%	2,500	-	Sewer augers, CCTV parts
03432532	55194	SC- Natural Gas	7,971	15,000	10,521	15,000	-	0.0%	15,000	-	Heat & generator fuel; increase in price
03432532	55092	SC- Electricity	89,910	105,000	96,799	105,000	-	0.0%	105,000	-	Heat, lights, pumps, etc.
03432532	55128	SC- Fuel	11,493	14,200	11,029	14,200	-	0.0%	14,200	-	Diesel, propane, gasoline for vehicles, equipment and pumping stations; increase in price
		General Expenses Total	224,930	400,000	206,991	300,730	(99,270)	-24.8%	400,000	99,270	
		<b>Collection Total</b>	<b>483,837</b>	<b>810,564</b>	<b>413,334</b>	<b>717,012</b>	<b>(93,552)</b>	<b>-11.5%</b>	<b>816,282</b>	<b>99,270</b>	

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<b>Treatment</b>											
03432633	51110	ST- Sal/Wages FT	234,707	284,894	197,310	331,804	46,910	16.5%	302,826	(28,978)	6 FT (including 1 new operator for 9 months)
03432633	51300	ST- Sal/Wages OT	23,009	19,000	14,286	19,000	-	0.0%	19,000	-	average OT rate = \$36.95/hr, 514 hours
03432633	51310	ST- Sal/Wages Stand-By	7,140	14,560	5,880	14,560	-	0.0%	14,560	-	After hrs on-call status, 2 employees at \$140/wk per contract
03432633	51350	ST- Sal/Wages Storm Related FEMA	-	1	-	-	(1)	-100.0%	-	-	Expenses related to declared emergencies
03432633	51400	ST- Longevity Pay	800	850	-	900	50	5.9%	900	-	1 FT per union contract
03432633	51121	ST- Education/Training	750	750	-	1,750	1,000	133.3%	1,750	-	
		Salaries Total	266,406	320,055	217,476	368,014	47,959	15.0%	339,036	(28,978)	
03432633	52100	ST- Health Insurance	97,492	116,664	75,690	141,814	25,150	21.6%	127,580	(14,234)	10% increase in the premium rate
03432633	52110	ST- Dental Insurance	6,293	7,799	4,916	9,160	1,361	17.5%	8,165	(995)	4.7% increase in the premium rate
03432633	52120	ST- Life Insurance	153	270	180	252	(18)	-6.7%	229	(23)	Life base is down 15%
03432633	52200	ST- FICA	15,541	19,646	12,700	22,817	3,171	16.1%	21,020	(1,797)	Based on wages: 6.2%
03432633	52210	ST- Medicare	3,634	4,838	2,970	5,336	498	10.3%	4,916	(420)	Based on wages: 1.45%
03432633	52300	ST- Retirement Town	37,177	44,130	29,925	49,792	5,662	12.8%	45,872	(3,921)	Based on wages: 13.53%
03432633	52600	ST- Workers Comp Insurance	10,311	9,581	9,561	10,135	574	6.0%	10,135	-	Primex
		Benefits Total	170,601	202,908	135,942	239,306	36,398	17.9%	217,917	(21,390)	
03432633	55022	ST- Building Maintenance	16,704	11,000	6,243	11,000	-	0.0%	11,000	-	3 high exposure buildings; 6 new bldgs & 4 large process tanks
											Chem feed pumps, flow meters, motorized valves, aerators; new centrifuges (2), RAS/WAS pumps (6), UV Bulbs, Ballasts & wiper motors (\$50k); DO, ORP & TN probes replacement; Atlas Copco, Solarbee circulator maint contract
03432633	55105	ST- Equipment Maintenance	79,567	147,500	62,822	100,000	(47,500)	-32.2%	147,500	47,500	
03432633	55337	ST- Weed Control	2,202	4,500	2,243	4,500	-	0.0%	4,500	-	Invasive species control in lagoons from 2x to 3x/yr
											biennial inspection & cleaning if needed: original vendor retired
03432633	55204	ST- Outfall Dredging	-	3,000	3,000	6,000	3,000	100.0%	3,000	(3,000)	2023 = \$5500
03432633	55154	ST- Industrial Pre-treat	10,125	15,000	7,376	15,000	-	0.0%	15,000	-	5 significant industrial permits with monitoring
03432633	55220	ST- Pond/Lagoon Maintenance	245	2,000	1,193	2,000	-	0.0%	2,000	-	Inter-lagoon sluice gates/piping, wires, etc.
											Required training for licensing; professional development; master electrician 15 hr training
03432633	55173	ST- Licenses	295	1,000	419	1,000	-	0.0%	1,000	-	
03432633	55190	ST- Mobile Communications	1,313	3,000	963	3,000	-	0.0%	3,000	-	WWTP operators' 1 MiFi for SCADA backup
											WWTF fire alarms and SCADA alarms, 7 @ \$1500/building: 2
03432633	55545	ST- Alarm Communications	3,675	7,500	3,852	8,000	500	6.7%	7,500	(500)	ATT CELLULAR ALARM DIALERS
											Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
03432633	55003	ST- Drug/Alcohol Testing	196	500	20	500	-	0.0%	500	-	PPE, gas monitors, Tyvek suits, gloves, confined space equip. maint.
03432633	55257	ST- Safety Equipment	7,887	3,500	2,075	3,500	-	0.0%	3,500	-	
03432633	55314	ST- Uniforms	2,363	3,700	1,817	3,700	-	0.0%	3,700	-	uniforms for 5 operators Possibly adding 5th operator in 2024
03432633	55260	ST- SCADA Software/Hardware	7,362	7,500	5,117	7,500	-	0.0%	7,500	-	Software revisions/annual maintenance
03432633	55072	ST- Dam Registration	1,500	1,500	-	1,500	-	0.0%	1,500	-	Annual NHDES dam fees for WWTP and Clemson Pond lagoons
											CSO testing, GBTN Permit testing, NPDES EPA effluent testing (PFAS/PFOA, Arsenic), groundwater monitor report, Great Bay & river monitoring from \$75k & TN annual report; Biosolids monitoring (PFAS/PFOA including car washes)
03432633	55161	ST- Lab Testing	78,043	120,000	108,003	120,000	-	0.0%	120,000	-	
03432633	55034	ST- Chemicals	88,446	160,000	91,761	130,000	(30,000)	-18.8%	160,000	30,000	polymer, magnesium hydroxide & supplemental carbon
											Biweekly centrifuge solids generation & weekly disposal at
03432633	55373	ST- Solids Handling	301,711	310,000	192,259	325,000	15,000	4.8%	310,000	(15,000)	Turnkey; July 2023 price increase (\$135 per ton to \$145 per ton)
03432633	55194	ST- Natural Gas	15,226	30,000	13,328	30,000	-	0.0%	30,000	-	Building heat; increase in price
03432633	55092	ST- Electricity	225,224	280,000	149,375	250,000	(30,000)	-10.7%	280,000	30,000	Aerators, lights, recirc. & chem feed pumps; increase in rate
03432633	55128	ST- Fuel	5,658	5,400	4,567	5,400	-	0.0%	5,400	-	2 vehicles; increase in price
03432633	55131	ST- Gas Monitoring	-	100	-	100	-	0.0%	100	-	Hydrogen sulfide monitoring
		General Expenses Total	847,741	1,116,700	656,434	1,027,700	(89,000)	-8.0%	1,116,700	89,000	
		Sewer Treatment Total	1,284,748	1,639,664	1,009,852	1,635,020	(4,643)	-0.3%	1,673,653	38,632	



Town of Exeter											
2024 Sewer Fund Budget											
Prepared: December 12, 2023											
										Version #4	
Org	Object	Description	2022 Actual	2023 Budget	2023 Actual: October	2024 SB Budget	2024 SB Budget vs. 2023 Budget \$ Increase/- (Decrease)	2024 SB Budget vs. 2023 Budget %- Difference	2024 Default Budget	2024 Default Budget vs. 2024 SB Budget \$ Increase/- (Decrease)	Explanation
<b>Debt Service</b>											
03471135	58009	Jady Hill Phase II	130,000	130,000	130,000	130,000	-	0.0%	130,000	-	2032 Final payment
03471135	58013	Portsmouth Av Sewerline	79,732	79,732	79,732	(79,732)	-100.0%	-	-	-	2023 Final payment
03471135	58011	Sewerline Lincoln & Main Sts	15,000	15,000	15,000	15,000	-	0.0%	15,000	-	2024 Final payment
03471135	58025	Lincoln Street Ph#2	53,219	53,219	53,219	53,219	-	0.0%	53,219	-	2032 Final payment
03471135	58035	Salem St. Utility Design & Engin	26,769	24,538	24,538	24,538	-	0.0%	24,538	-	2024 Final payment
03471135	58033	Wastewater Treatment Plant	2,620,678	2,620,678	2,620,678	2,620,678	-	0.0%	2,620,678	-	2039 Final payment
03471135	58040	SWTP Lagoon Sludge Removal	143,650	145,000	145,000	145,000	-	0.0%	145,000	-	2036 Final payment
03471135	58041	Salem St. Utility Improvements	89,726	88,853	88,853	88,853	-	0.0%	88,853	-	2036 Final payment
03471135	58046	Westside Drive Design & Engin				8,737	8,737		8,737	-	2028 Final payment ESTIMATE
03471135	58053	Court Street Pump Station				76,056	76,056		76,056	-	2028 Final payment
03471135	58051	Westside Drive Construction				19,757	19,757		19,757	-	2038 Final payment (Bond only, excludes SRF)
		<b>Sewer Debt Service Principal Total</b>	<b>3,158,775</b>	<b>3,157,020</b>	<b>536,342</b>	<b>3,181,838</b>	<b>24,818</b>	<b>0.8%</b>	<b>3,181,838</b>	<b>-</b>	
03472136	58520	Jady Hill Phase II	50,750	31,879	31,879	27,350	(4,529)	-14.2%	27,350	-	2032 Final payment
03472136	58505	Portsmouth Ave Sewerlins	8,531	4,266	4,266	(4,266)	-100.0%	-	-	-	2023 Final payment
03472136	58503	Sewerline Lincoln & Main Sts	2,295	1,530	1,530	765	(765)	-50.0%	765	-	2024 Final payment
03472136	58526	Lincoln Street Ph#2	27,727	25,013	25,013	22,299	(2,714)	-10.9%	22,299	-	2032 Final payment
03472136	58535	Salem St. Utility Design & Engin	3,868	2,503	2,503	1,251	(1,252)	-50.0%	1,251	-	2024 Final payment
03472136	58533	Wastewater Treatment Plant	891,031	838,617	-	786,203	(52,414)	-6.3%	786,203	-	2039 Final payment
03472136	58540	SWTP Lagoon Sludge Removal	100,890	92,455	92,455	85,060	(7,395)	-8.0%	85,060	-	2036 Final payment
03472136	58541	Salem St. Utility Improvements	61,630	56,376	56,376	51,845	(4,531)	-8.0%	51,845	-	2036 Final payment
03472136	58546	Westside Drive Design & Engin				874	874		874	-	2028 Final payment ESTIMATE
03472136	58553	Court Street Pump Station				19,717	19,717		19,717	-	2028 Final payment
03472136	58551	Westside Drive Construction				15,366	15,366		15,366	-	2038 Final payment (Bond only, excludes SRF)
		<b>Sewer Debt Service Interest Total</b>	<b>1,146,722</b>	<b>1,052,639</b>	<b>214,022</b>	<b>1,010,730</b>	<b>(41,909)</b>	<b>-4.0%</b>	<b>1,010,730</b>	<b>-</b>	
		<b>Debt Service Total</b>	<b>4,305,496</b>	<b>4,209,659</b>	<b>750,364</b>	<b>4,192,568</b>	<b>(17,091)</b>	<b>-0.4%</b>	<b>4,192,568</b>	<b>-</b>	
<b>Capital Outlay</b>											
03490237	57010	CO- Capital Outlay - Leases	15,329	102,330	-	106,655	4,325	4.2%	106,655	-	See separate Lease schedule
03490237	55361	CO- Capital Outlay - Land Acquisition/Purchase		1	-	1	-	0.0%	1	-	
03490237	57006	CO- Capital Outlay - Equipment				22,500	22,500		(22,500)	(22,500)	Air Compressor (split 50/50 water/sewer) CIP p#82
3490237	57017	CO- Capital Outlay - WWTP	41,253	50,000	30,483	15,000	(35,000)	-70.0%	15,000	-	coating repairs to WWTF UV basin walls and flume walls
03490237	57009	CO- Capital Outlay - Vehicle	26,493			26,750	26,750		(26,750)	(26,750)	See separate Lease schedule
		<b>Capital Outlay Total</b>	<b>83,074</b>	<b>152,331</b>	<b>30,483</b>	<b>170,906</b>	<b>18,575</b>	<b>12.2%</b>	<b>121,656</b>	<b>(49,250)</b>	
<b>Sewer Appropriations from Reserves</b>											
03490363	55010	SF- Approp from Res Rate Study	1,713		19,887						
03490363	55540	SF-Approp frm Reserves-Siphons			47,134						
		<b>Sewer Appropriations from Reserves Total</b>	<b>1,713</b>	<b>-</b>	<b>67,021</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
		<b>Sewer Fund Total</b>	<b>6,821,461</b>	<b>7,519,302</b>	<b>2,776,932</b>	<b>7,490,430</b>	<b>(26,872)</b>	<b>-0.4%</b>	<b>7,569,284</b>	<b>78,854</b>	
<b>Warrant Articles/Borrowing</b>											
16491042		School Street Area Reconstruction				2,603,800	2,603,800			(2,603,800)	CIP P#22
		Webster Ave Pump Station				884,000	884,000			(884,000)	CIP P#36 additional funding required for this project
03500000	59102	Public Works Garage Design		12,500			(12,500)	-100.0%			CIP P#1 Design (General Fund & Water Fund components)
		Court Street Pump Station		400,000			(400,000)	-100.0%			CIP P#27
		Sewer Capacity Rehabilitation		380,000			(380,000)	-100.0%			CIP P#28
		Westside Dr Area Reconstruction		860,000			(860,000)	-100.0%			CIP P#26 (General & Water Fund components)
03500000		Vacuum Utility Truck #67		100,273			(100,273)	-100.0%			CIP P#58, Cost: \$548,369-Lease Purchase \$100,273 for 7 yrs
		<b>Total Warrant Articles/Borrowing</b>	<b>-</b>	<b>1,752,773</b>	<b>-</b>	<b>3,487,800</b>	<b>1,735,027</b>	<b>99.0%</b>	<b>(3,487,800)</b>	<b></b>	
		<b>Total Sewer Fund with WAR</b>	<b>6,821,461</b>	<b>9,272,075</b>	<b>2,776,932</b>	<b>10,978,230</b>	<b>1,706,155</b>	<b>18.4%</b>	<b>7,569,284</b>	<b>(3,408,946)</b>	

EXETER TOWN WARRANT – 2024

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

**First Session**

You are hereby notified that the first session (the Deliberative Session) of the Annual Town Meeting will be held on Saturday, February 3<sup>rd</sup>, 2024 beginning at 9:00 a.m. at the Arthur L. Hanson III Center for the Performing Arts at Exeter High School, 1 Blue Hawk Drive. The first session will consist of explanation, discussion and debate of each of the following warrant articles, and will also afford voters who are present the opportunity to propose, debate and adopt amendments to warrant articles, except those articles in which wording is prescribed by state law.

**Second Session**

The second session of the Annual Town Meeting, to elect Town officers by official ballot and to vote on all warrant articles as they may have been amended at the first session, will be held on Tuesday, March 12<sup>th</sup>, 2024 at the Talbot Gymnasium at the Tuck Learning Center, 30 Linden Street. Polls for voting by official ballot will open at 7:00 a.m. and close at 8:00 p.m.

**Article 1 (Election Article)**

To choose the following:

**Article – Zoning Amendment #1:** Are you in favor of the adoption of Amendment #1 as proposed by the Planning Board for the town zoning ordinance to.....

**Article – Police Station and Fire Substation (\$17,522,500)**

To see if the Town will vote to raise and appropriate the sum of seventeen million five hundred twenty two thousand and five hundred dollars (\$17,522,500) for the purpose of design, engineering and “net zero” construction of a new police station and fire substation on Continental Drive, and to authorize the issuance of not more than \$17,522,500 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project. Debt service to be paid from the general fund. (Estimated Tax Impact: assuming 20-year bond at 3.65% interest: .68/1,000, \$68/100,000 of assessed property value). Bond payments would begin approximately one year after issuance.

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

**Article – School Street Area Design/Reconstruction (\$6,510,000)**

To see if the Town will vote to raise and appropriate the sum of six million five hundred ten thousand and zero dollars (\$6,510,000) for the purpose of construction of water, sewer and drainage improvements in the School Street area, and to authorize the issuance of not more than \$6,510,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any,

including principal forgiveness, which may become available for this project. The Town will receive 35% debt forgiveness from NHDES to offset a portion of the sewer cost of this project. Debt service will be paid from the general fund, water fund, and sewer fund. (Estimated Tax Impact: assuming 15-year bond at 3.35% interest: \$.10/1,000, \$10/100,000 of assessed property value). Bond payments would begin approximately one year after issuance.

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

**Article – Webster Avenue Pump Station (\$884,000)**

To see if the Town will vote to raise and appropriate the sum of eight hundred and eighty four thousand dollars (\$884,000) to be added to Article 3 of the 2022 Town Meeting, for the purpose of replacement of the Webster Avenue Sewer Pump Station, and authorize the issuance of not more than \$884,000 of bonds or notes to be added to \$5,700,000 in bonding authority approved by Article 3 of the 2022 Town Meeting, all in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project. Debt service will be paid by the sewer fund. Bond payments would begin approximately one year after issuance.

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

**Article – Surface Water Treatment Plant Design/Engineering (\$500,000)**

To see if the Town will vote to raise and appropriate the sum of five hundred thousand and zero dollars (\$500,000) for the purpose of design and engineering of a new surface water treatment plant, and to authorize the issuance of not more than \$500,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project. Debt service will be paid from the water fund. Bond payments would begin approximately one year after issuance.

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

**Article – Excess Construction Proceeds – Police Vehicle Purchase (\$120,000) and Principal Payments on Outstanding Bond Issues (\$93,970.70)**

Shall the town vote to authorize the expenditure of the unused portion of the bonds approved in 2011 for Great Dam Design and Water/Sewer Line Replacement; and in 2012 for Wastewater Treatment Facility Design and Jady Hill Utilities (totaling \$213,970.70) as follows: to raise and appropriate the sum of \$120,000 for the purchase of two Police vehicles per RSA 33:3-a, II. The remaining unused bond proceeds (\$93,970.70) to be applied to principal payments on outstanding bond issues. (Estimated Tax Impact: None).

(3/5 ballot vote required for approval). Recommended \_\_\_\_\_.

**Article – Choose Town Officers**

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

**Article – 2024 Operating Budget**

Shall the Town of Exeter raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$23,060,862. Should this article be defeated, the default budget shall be \$22,572,676, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Estimated Tax Impact: . \_\_\_\_/1,000 assessed property value, \$ \_\_\_\_/100,000 assessed property value).

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_.

**Article – 2024 Water Fund Budget**

Shall the Town of Exeter raise and appropriate as a water operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$4,962,773. Should this article be defeated, the water default budget shall be \$4,828,764, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_.

**Article – 2024 Sewer Fund Budget**

Shall the Town of Exeter raise and appropriate as a sewer operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$7,490,430. Should this article be defeated, the default budget shall be \$7,569,284, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_.

**Article – Planet Playground (\$595,000)**

To see if the Town will raise and appropriate, through special warrant article, the sum of five hundred ninety-five thousand dollars (\$595,000), for the purpose of purchase and installation of a new Planet Playground at the Town Recreation Park at 4 Hampton Road. Approximately \$297,500 of this appropriation will be funded by a Land Water Conservation Fund (LWCF) grant. This sum to come from unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation). The Select Board has designated this a special warrant article.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_.

**Article – Clean Water State Revolving Fund Loan – Water Street Sewer (\$100,000)**

To see if the Town will authorize the Board of Selectmen to enter into a loan agreement of up to \$100,000 through the New Hampshire Department of Environmental Services Clean Water State Revolving Loan Fund for the purpose of developing a replacement plan for Water Street sewer infrastructure. The loan will provide up to \$100,000 principal forgiveness; therefore, no repayment of the loan will be required.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

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

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

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article – Appropriate to Capital Reserve Fund – Parks Improvements (\$75,000)**

To see if the Town will vote to raise and appropriate the sum of seventy-five thousand dollars (\$75,000) to be added to the Parks Improvement Capital Reserve Fund previously established. (Estimated Tax Impact: .03/1,000 assessed property value, \$3.34/100,000 assessed property value).

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article – Great Bay Nitrogen Permit Requirements (\$75,000)**

To see if the Town will vote to raise and appropriate the sum of seventy-five thousand dollars (\$75,000) to conduct activities related to the EPA Great Bay Nitrogen regulatory permit. (Estimated Tax Impact: .03/1,000 assessed property value, \$3.34/100,000 assessed property value).

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

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

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

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article – Appropriate to Capital Reserve Fund – ADA Fund (\$50,000)**

To see if the Town will vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the ADA Capital Reserve Fund previously established. (Estimated Tax Impact: /1,000 assessed property value, \$/100,000 assessed property value).

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article – Appropriate to Trust Fund – Swasey Parkway (\$TBD)**

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

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article – Adopt Investment Services for Capital Reserve Funds**

To see if the Town will vote, pursuant to RSA 35:9-a-II, to authorize the Trustees of Trust Funds to pay for Capital reserve fund investment services, and any other expenses incurred, from capital reserve funds income. Such authority shall remain in effect until rescinded by vote of the Town. No vote to rescind the authority shall occur within 5 years of the original adoption of this article. (Estimated Tax Impact: None. No amount to be raised by taxation). (Majority vote required). \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article – Establish Town Solar Array Revolving Fund**

To see if the Town will vote to establish a revolving fund for the Solar Array to be located on the Cross Road Town Landfill under RSA 31-95-h.

(Majority vote required) \_\_\_\_\_ by the Select Board \_\_\_\_\_.

**Article – Citizen’s Petition – ‘Rugg Property’**

**Article**

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

\_\_\_\_\_  
Niko Papakonstantis, Chair

\_\_\_\_\_  
Molly Cowan, Vice Chair

\_\_\_\_\_  
Nancy Belanger

\_\_\_\_\_  
Julie D. Gilman, Clerk

\_\_\_\_\_  
Daniel W. Chartrand

We certify that on the \_\_\_\_\_<sup>th</sup> day of January, 2024, we caused a true copy of the within warrant to be posted at the Exeter Town Hall on Front Street, the Exeter Public Library at Founder’s Park, Exeter High School at 1 Blue Hawk Drive, Talbot Gymnasium at Tuck Learning Campus, 40 Linden Street, and the Town Clerk’s Office, 10 Front Street.

Given under our hands and seal this \_\_\_\_\_<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Niko Papakonstantis, Chair

\_\_\_\_\_  
Molly Cowan, Vice Chair

—  
\_\_\_\_\_  
Nancy Belanger

\_\_\_\_\_  
Julie D. Gilman, Clerk

\_\_\_\_\_  
Daniel W. Chartrand

DRAFT

**PETITION TO THE BOARD OF SELECTMEN TO INSERT A WARRANT ARTICLE**

We, the undersigned registered voters of the Town of Exeter request the Board to insert the following article on the Warrant for the March 12, 2024, Town Meeting of Exeter, New Hampshire.

To see if the voters in the Town of Exeter support the future purchase of approximately 47 acres of property owned by the Rugg family located north of Oaklands Town Forest and east of Wood Ridge Lane by the Town of Exeter for the purposes of expanding the town-owned Oakland Town Forest, and preserving open space, trails, public outdoor recreation, drinking water supplies, and wildlife habitat; to request that the Selectmen review the project, including evaluation of potential funding options such as bonds; and to advise and authorize the Selectmen to apply for, obtain, accept, and pass through any federal or state grants, loans, or private gifts, if any, which may be available for said acquisition, in collaboration with and facilitated by conservation organizations. (Majority vote required)

Please sign and legibly print your name and legal address as it appears on the voter checklist.

SIGNATURE	PRINTED NAME	STREET ADDRESS
	KYLE WELCH	16 WENTWORTH ST
	Jessica Caldwell	1 Granite St.
	Darren Green	8 Amberwood Dr.
	Adriana Gaulting	412 Captains Way
	Todd McAney	80 Beech Hill Road
	Tracy E. Michalczyk	61 ACADIA Lane Unit 102
	JUSTIN GIERKA	63 Basset Lane
	Marlene Ksplan	23 Captains Way
	Brendan Moore	49 Portsmouth Ave Apt 2
	Adam Carter	2 Blackford Dr
	Virginia H. Daschbach	4 Harvard St. Ex.
	Cynthia Neale	574 Main St. Hampstead
	Tim Neale	
	Julia Adamakos	4 Dearborn Brook Place
	ZOE MANTIS	130 Water Street
	Wyatt Cox	10 Half Penny Lane
	Tim Lord	8 Carroll St
	TOBY FERYN	10 STONE RIDGE LANE
	RALPH TWOMBLY	14 ASH ST, Exeter NH. 03833
	Andrew Wiggan	13 Tremont St. Exeter
	BRENDAN NICHOLS	7 STONE RIDGE LN
	JOHN GROMEK	25 FOREST ST, FOXOTON
	GABRIEL KLAFF	27 WOOD RIDGE LN, EXETER
	Michelle Bunnemeyer	39 Wood Ridge Lane, Exeter NH
	Kathy Swenson	25 Wood Ridge Ln Exeter NH



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Please sign and legibly print your name and legal address as it appears on the voter checklist.

SIGNATURE	PRINTED NAME	STREET ADDRESS
	Victor DeLeo	11 CAPTAIN WAY / 03833
	Elizabeth Deschuch	4 Harvard St.
	Meghan Petrucci	40 Washington St
	Eileen Mulligan	130 Water St #46, Exeter
	Renee Carman	10 Chestnut St Exeter NH
	Mark Johnson	4 Wood Ridge Ln, Exeter NH
	Leslie Nichols	7 Stone Ridge Ln, Exeter NH
	HENRY OUIMET	6 GRANFORD AVE
	Kimberly Montgomery	14 Highland Street Exeter, NH
	PATRICK GOULD	7 DEERWATER RD EXETER
	BRIDGET GOULD	7 INN WATERS RD EXETER
	GWEN ENGLISH	44 Brentwood Road, Exeter
	Jason Mansfield	32 LALYS LANE DRIVE, MANFIELD
	Gabriel Kiefer	26 Redbelly Road, Exeter
	JAMES DASCHER	78 PLUMDEN ST EXETER
	Heather Parisi	3 Cass St Apt. 1 Exeter, NH
	Daniel Mattson	9 Terrys Way Exeter NH
	Karen Mattson	9 Terrys Way, Exeter NH.
	Daniel Petrucci	40 Washington St
	Ella Mattson	9 Terrys Way, Exeter NH
	MARK COCHRAN	3 HARVARD CIR, EXETER, NH
	Lily Cochran	3 HARVARD CIR EXETER NH
	Michelle Berke	108 Kingston Rd Exeter NH
	ANTONIA BERKE	108 KINGSTON ROAD, EXETER

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Please sign and legibly print your name and legal address as it appears on the voter checklist.

SIGNATURE	PRINTED NAME	STREET ADDRESS
	Vanessa Iliá Pérez Lazar	35 Wood Ridge Lane
	Gregory A. Lazar	35 Wood Ridge Lane
	Guillaume Dellove	33 Wood Ridge Lane
	Lauren E. Dellove	33 Wood Ridge Lane
	C. Frie-Macomber	31 Wood Ridge Lane
	ROBERT MACOMBER	31 WOOD RIDGE LANE
	STEPHANIE SCABON	42 BRENTWOOD ROAD
	Thomas A. Bergeron	44 WASHINGTON ST
	James Wilson	11 Colonial Way
	EVA N. BLECK	1 Moore Lake Exeter
	Helen Brown	27 Captains Way Exeter
	Caitlin A. DeBoye	12 Wood Ridge Ln Exeter
	Chris Gallagher	29 Chestnut St 03833
	Tara Jumper	18 Captains Way 03833
	Sarah Dewitt	4 Sengar Farm Lane 03833
	Greg Dubont	25 Captains Way 03833
	RAY Southworth	3 CAPTAINS WAY 03833
	Briette Deacy	64 Kingston rd 03833
	Meghan Mazzola	5 Captains Way 03833
	Salvatore Mazzola	5 Captains Way 03833
	AnnMarie Powers	13 Bill St. 03833
	Susan Baillargon	128 Watson Rd
	Andre Baillargon	128 Watson Rd
	Marc Bozenski	5 Terrys Way Exeter 03833
	JOAN PRATT	7 Wentworth St. Exeter

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Please sign and legibly print your name and legal address as it appears on the voter checklist.

SIGNATURE	PRINTED NAME	STREET ADDRESS
	Mark Severen	25 Wood Ridge LN Exeter
	Gwen Kenney	12 CARRIAGE DR, Exeter
	STEPHEN KENNEY	12 CARRIAGE DR EXETER
	Kence D Cregan	19 POWDER MILL RD Exeter
	TOM CREGAN	19 POWDER MILL RD EXETER
	Patricia L. Pine	2 Sterling Hill Rd Exeter
	David Reyes	11 Ash St. Exeter, NH
	WILLIAM JENNISON	130 WATER ST 3L EXETER, NH
	Patricia DUVAL	705 Brentwood Rd Exeter
	Shawn MacDonald	55 Beech Hill Rd Exeter NH 03833
	Madie Schaffer	15 Ash St Exeter, NH 03833
	MATT GAILING	40 CAPTAIN'S WAY EXETER, NH
	Madde Gailing	40 Captain's Way Exeter, NH
	ROLAND M. SLABON	29 GREENLEAF DR, EXETER, NH
	Virginia Borsien	7 Coade Rd Exeter NH
	Janet Stephens	19 Colonial Way Exeter, NH
	Lon McAvoy	80 Beech Hill Rd. Exeter, NH
	TREVOR NAGLE	8 CAPTAINS WAY, EXETER, NH
	STEPHEN MARKOT	42 BRENTWOOD RD EXETER, NH
	Bethany Cunningham	17 Wood Ridge Lane Exeter, NH
	Doug Stephens	19 Colonial Way Exeter NH,
	M. Vootres	7 Bayberry Ln,
	Maralee Greene	186 HIGH ST Exeter
	Alexis Lapa	17 Little Pine Lane, Exeter
	James Gordon	7 Terrys Way, Exeter

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Please sign and legibly print your name and legal address as it appears on the voter checklist.

SIGNATURE	PRINTED NAME	STREET ADDRESS
	Marc Fournier	106 Court St. Exeter
	Emery Ward	10 Crestview Dr. Exeter
	Jacyln Langevin	20 Main St, Exeter
	Katie McFadden	20 Main St Exeter
	Michele Dishart	25 Captain's Way
	Kristen Deshaies	10 Stone Ridge Ln., Exeter
	ERIC BENSON	11 Wood Ridge Lane
	SARAH COCHRAN	8 Wood Ridge Lane
	Rachel Cochran	8 Wood Ridge Lane
	DAVID STEWART	16 Wood Ridge Lane
	SUSAN STEWART	16 WOOD RIDGE LANE
	Allison Jelinek	1 Stone Ridge Lane
	Eleanor Walstad	1 Terry's Way
	Christopher Walstad	1 Terry's Way
	MEGHAN FAHEY	31A WOODRIDGE LN
	Ryan Fahy	31A Wood Ridge Ln
	Amanda Seaman	37 Wood Ridge Lane
	Greg Seaman	37 wood ridge Ln
	Nell Devonshire	10 Wood Ridge Ln
	Bryanna Devonshire	10 Wood Ridge Ln
	Janette Johnson	4 Wood Ridge Ln
	Nicole Desjardis-Pawlick	2 Wood Ridge Ln
	Jacke Norton	2 McKinley St.
	Christine Hesson	24 High St.
	RYAN CUNNINGHAM	17 WOOD RIDGE LN

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Please sign and legibly print your name and legal address as it appears on the voter checklist.

SIGNATURE	PRINTED NAME	STREET ADDRESS
	THOMAS M JELINEK	1 Stone Ridge Lane
	Geoff Bell	85 Park St.
	Lisa Cochran	3 Hilliard Cr.
	Geoff Meadville	31 Hall Place
	Carolyn Bereusen	4 Half Penny Ln
	Melissa Kiefer	26 Redberry Road
	Michele Dishart	25 Captain's Way Exeter
	Deb Giles	57 Dudley Rd Brentwood
	JIM FARNHAM	5 ASH ST. EXETER NH
	Shelly Gordon	7 Terrys Way, Exeter NH
	Nils Oulundson	8 Hillside Ave. Exeter NH
	Mike Mitchell	24 Captains Way, Exeter NH
	TRAVIS DION	11 HALF PERRY Csw Exeter NH
	David Allan	6 Gene ST Exeter, NH 03833
	DIANA BRIGGS	277 WATER ST, EXETER 03833
	Michael Deacy	64 Kingston Rd. Exeter
	NATHAN GHOTING	144 HIGH ST
	Kristina Sand	30 Captains way
	Kira Ferdyn	10 Stone Ridge Lane
	Tray Ferdyn	10 Stone Ridge Lane
	Kate Meadville	31 Hall Place
	Robert Smith	3 Drinkwater Road
	Pamela Morton	25 Stone wall way
	Andrew Gatto	4 Rocky Ridge Circle
	Julie Benson	11 Wood Ridge Lane









**Audit RFP Recommendation**



## 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:** SELECTBOARD & RUSSELL DEAN, TOWN MANAGER  
**FROM:** COREY STEVENS, FINANCE DIRECTOR  
**SUBJECT:** AUDITOR RECOMMENDATION FOR 2024  
**DATE:** JANUARY 8, 2024

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As you will recall, last Fall the Town put out a Request for Proposal (RFP) for audit services. The Town was fortunate enough to receive three bid proposals from qualified CPA firms. Two of the firms, Plodzik & Sanderson, P.A. and Vachon Clukay & Company PC, are from New Hampshire. The third, CliftonLarsonAllen, LLP, is a national firm with strong roots in Massachusetts. Pricing on two of the proposals were directly in-line with the Town's current pricing for audit services. The third proposal was several thousand dollars below current pricing. Members of the Finance Department, along with the Town Manager, interviewed each of the three candidates via teleconference in December. Following the interviews, I contacted references for each of the firms to assist with our decision making.

Based on the interviews, my conversations with the various references, and subsequent discussions with Town Manager, I am recommending the Town select Plodzik & Sanderson, P.A. for audit services in 2024. The firm's proposal was in-line with our current audit pricing. The Town's RFP was structured such that the contract will be for 2024 only, with an optional 3-year contract starting in 2025 assuming the engagement is considered successful in 2024.

Respectfully,

*Corey*

**Utility Easement Approval – Solar Array Project**



# 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:** January 5, 2024  
**To:** Russell Dean, Town Manager  
**From:** Dave Sharples, Town Planner  
**Re:** Unitil Easement for Solar Array at Cross Road Landfill

I'm writing this memorandum because Unitil is requesting an easement to install the necessary electrical equipment to support the construction of the solar array at the Cross Rd landfill. I have attached the easement deed that was prepared by Unitil. I am currently having it reviewed by Primex and our legal counsel to see if they have any comments. I have also attached a map showing the location of the easement. This easement is necessary to move ahead with the solar array project.

I would like to request that this item is placed on an upcoming Select Board meeting for their consideration. If they choose to support the easement, I have provided a motion below for their convenience. As you will note, the motion below is more expansive than simply authorizing you to execute the easement deed. It includes broader language that we use on other projects so you have the authority to execute other documents needed to complete the project.

**Proposed Motion:** I move that the Select Board authorize the Town Manager, or his designee, to execute any documents, including the easement deed to Unitil Energy Systems, Inc., and take any and all actions necessary to complete the solar array project within the available funding.

Thank you.

enc (3)

Unitil Energy Systems, Inc.  
30 Energy Way  
Exeter, NH 03833

### **EASEMENT DEED**

The **Town of Exeter**, with an address of 10 Front Street, Exeter, New Hampshire 03833 (herein called "Grantor"), for consideration paid grants to **Unitil Energy Systems, Inc.**, a New Hampshire corporation with its principal place of business at 6 Liberty Lane West Hampton, New Hampshire 03842, and their respective successors and assigns and permittees forever, (hereinafter called "Grantee") with quitclaim covenants, the perpetual right and easement to build, replace, patrol, maintain, and operate a pole line with crossarms, subsurface lines, wires, facilities and other appurtenances for the transmission and distribution of electricity (herein referred to inclusively as "said pole line") including the necessary guys over and across Grantor's land situated off 9 Cross Rd. in Exeter, New Hampshire on a strip 20 feet in width, the center line thereof to be fixed upon the pole line as follows:

**The above granted rights being more particularly described as the right to lay, construct, reconstruct, relocate, operate, maintain, alter, renew, replace, add to and remove the necessary cables, wires, poles, posts, anchors, guy-wires, terminals, terminal pads, pedestals, handholes, splice holes, splice boxes, fixtures, repeaters, markers and other appurtenances upon, over and under said premises with permission to enter upon said premises for access thereto for all of the above purposes.**

**The approximate location of said pole line is depicted in Exhibit A. The exact location of said pole line and all necessary appurtenances to be determined by the Grantee with the approval of the Grantor. The type of equipment needed to be determined by the Grantee. The location of said equipment shall become permanent upon the erection or placement thereof. Said equipment shall be and remain the property of the Grantee, their successors and assigns.**

Meaning and intending to describe and convey an easement over those premises conveyed to Grantor by deed Dated March 21, 1984, and recorded in Rockingham County Registry of Deeds, in Book 3045, Page 257.

There is also hereby conveyed the right to enter all abutting lands of Grantor in the exercise of the rights herein granted and to exercise all rights reserved to Grantor in adjacent land; and the right to trim and remove from Grantor's land such trees and other growth as in the judgment of Grantee may interfere with or endanger said pole lines or the operation or maintenance thereof by such means as the Grantee may elect, all wood and timber to remain the property of the Grantor(s). Facilities built by any utilities pursuant to the easement hereby granted shall be and remain the property of the utilities. Furthermore it is understood that Grantee will follow all applicable municipal ordinances including obtaining excavation permits and road opening permits as required by the Town.

The Grantor(s) covenants and agrees that if any poles or wires or associated equipment installed in pursuance of this conveyance are required to be removed, relocated and/or re-installed in connection with activity driven by the Grantor, the Grantor(s) will reimburse the Grantee(s) for all of its costs incurred in connection therewith.

The Grantee shall have the right to install and maintain its distribution facilities upon the Grantor's premises without charge for the purpose of furnishing service to the Grantor and also for the purpose of serving Customer (s) on adjacent lands. Notwithstanding the foregoing, in the event that any of the said poles or wires or associated equipment installed pursuant to this Easement shall lie in or upon land, the fee interest in which shall be subsequently dedicated to and/or accepted by a municipality as a public way, the Grantee acknowledges and agrees that said municipality only, as successor and assign of the Grantor, shall not be bound by the foregoing covenant of the Grantor to reimburse the Grantee for costs incurred in connection with such removal. Grantor, for itself and each of its successors and assigns, hereby acknowledges and agrees that under such circumstances the Easement shall not be released, extinguished or terminated, and shall otherwise remain in full force and effect. Furthermore, upon the acceptance of the public way by the respective town or city, the Grantee's easement rights for the facilities installed within the town or city right of way shall be extinguished and shall be deemed legally licensed pursuant to RSA 231-160-a. However, the Grantee's rights and obligations in providing service to its customers as required by the New Hampshire Public Utilities Commission shall remain in effect.

The Grantor(s) for themselves, their heirs, executors, administrators and assigns, hereby covenant(s) that they will not erect or permit any building or other structure, or alter the terrain, upon said strip that in the judgment of Grantee may interfere with or endanger said pole lines or the operation thereof; or would reduce the clearances to less than the National Electrical Safety Code or any other code in effect.

WITNESS the hand(s) and seal(s) of the Grantor(s) this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

WITNESS: \_\_\_\_\_

Grantor: \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

WITNESS: \_\_\_\_\_

Grantor: \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

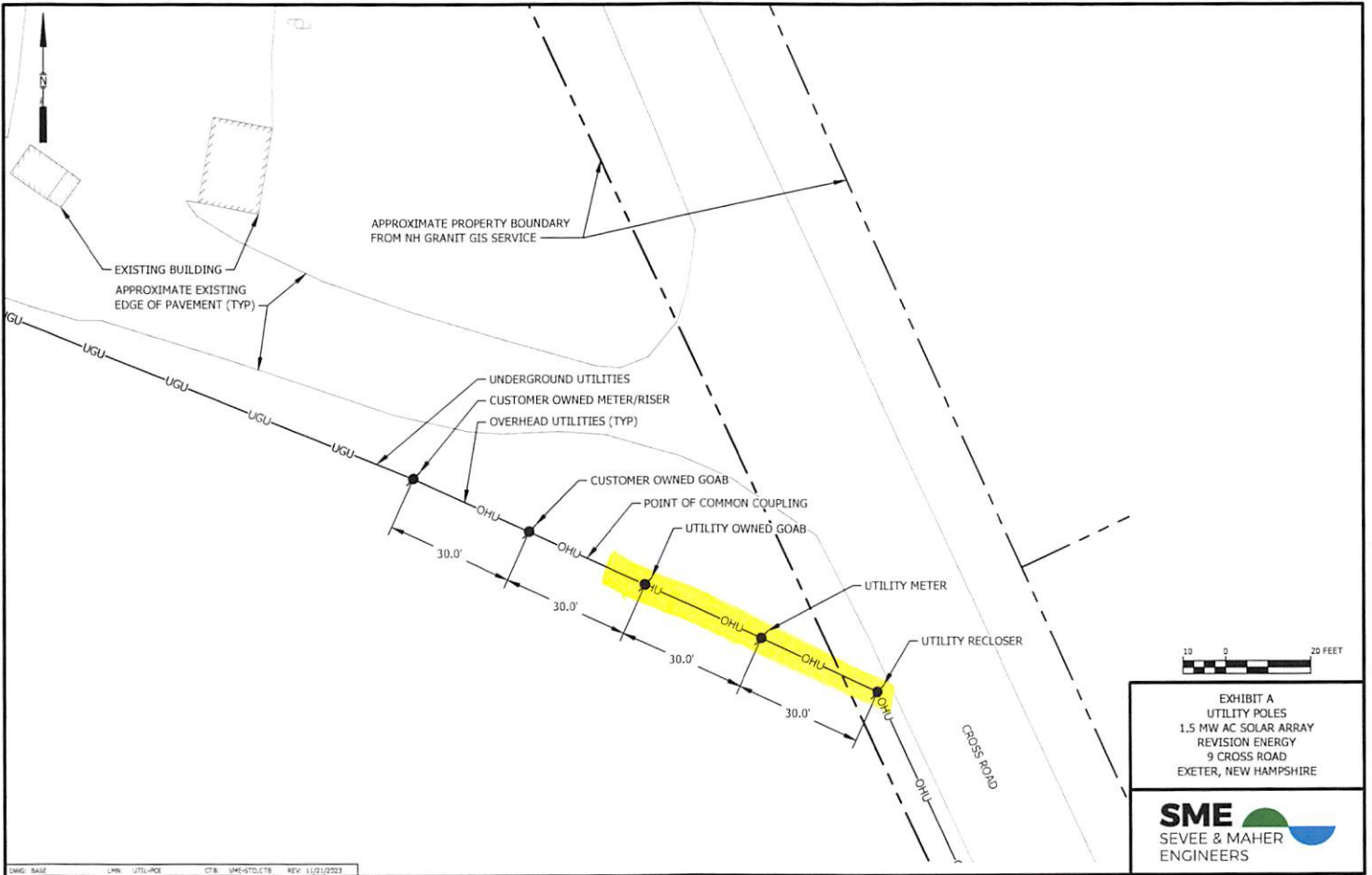
PRINTED NAME \_\_\_\_\_

State of \_\_\_\_\_ ) ss. \_\_\_\_\_, 2023.

\_\_\_\_\_ County)

Personally appeared the subscriber(s) to the within instrument and acknowledged the same to be \_\_\_\_\_ voluntary act and deed.

\_\_\_\_\_  
Notary Public/Justice of the Peace



I:\Projects\2023\10\31\14.dwg (1/21/2023) 10:31 AM #1



David Sharples <dsharples@exeternh.gov>

## Easement set Exhibit A for Exeter Landfill

1 message

**Charlie Hanna** <channa@revisionenergy.com>  
To: David Sharples <dsharples@exeternh.gov>

Fri, Jan 5, 2024 at 11:09 AM

Dave,

Here is Exhibit A for the Unitil poles easement for the landfill. The three poles labeled "utility owned GOAB", "utility meter", and "utility recloser" are the three poles Unitil will need an easement for. The remaining two customer owned poles and underground utilities are privately owned by the Town and won't need easements.


Thanks,



**Charlie Hanna**  
Solar Project Developer | Employee-Owner

Direct: +1 603-369-4881

ReVision Energy, a Certified B Corp  
Locations in Maine, New Hampshire &  
Massachusetts

 **BASE-UTIL-POI\_update\_11\_21\_23.pdf**  
159K



**Board & Committee Update**

**Tax Abatements, Veterans Credits & Exemptions**

# List for Select Board meeting January 8, 2024

## Abatement

Map/Lot/Unit	Location	Amount	Tax Year
110/2/94	128 Winding River	318.68	2023

## EDUCATIONAL EXEMPTION

86/11/11	19 Hampton Rd #11A	110,600	2024
86/11/12	19 Hampton Rd #12A	109,300	2024
86/11/14	19 Hampton Rd #14	109,300	2024
86/11/15	19 Hampton Rd #15	110,600	2024

**Correspondence**



New Hampshire  
800.626.0622  
www.casanh.org

#### BOARD of DIRECTORS

**Terry Heinzmann**  
CO-CHAIRMAN  
Manchester, NH

**Michael Burns**  
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CGI Business Solutions

**Evelyn Aissa**  
VICE-CHAIRMAN  
Partnership for the  
Future of Learning

**Kathleen Thomas**  
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Anthem BCBS

**Mike Ambrogi**  
Novocure Inc.

**Adele Boufford Baker**  
Manchester, NH

**Karen J. Borgstrom, Esq.**  
Dartmouth Hitchcock

**Charles T. Cappetta, MD**  
Dartmouth Hitchcock

**Paul Chant, Esq.**  
Cooper Cargill Chant

**Sue Chollet**  
Peterborough, NH

**Pat Clancey**  
Pat Clancey Realty

**Madison Dragon**  
Service Credit Union

**JoAnn Fenton**  
Keene, NH

**Bill Glahn, Esq.**  
McLane Middleton

**Chief David Goldstein**  
Franklin NH Police Dept.

**Ellen Koenig**  
Concord, NH

**Evan M. Lowry, Esq.**  
Southern NH University

**Corrine Rober**  
Bear Rock Adventures

**Tom Stevens**  
Manchester, NH

**Marcia R. Sink**  
PRESIDENT & CEO

December 28, 2023

Board of Selectmen  
Town of Exeter  
10 Front St  
Exeter, NH 03833-2792



Dear Selectmen,

Thank you for the continued support from the Town of Exeter. The recent \$375 gift demonstrates your commitment to child victims of abuse and neglect, and to CASA of NH. Thank you so much for helping us in our efforts to recruit, train, and supervise the hundreds of outstanding volunteers who advocate for child victims in our local and state courts each and every day.

The children we serve desperately need a compassionate and consistent adult who will advocate for their safety and well-being. Without the voice of a CASA volunteer, the trajectory of their lives could include residual trauma, mental illness and substance misuse.

We appreciate the opportunity to work in partnership with the Town of Exeter. Thank you for sharing our vision of a safe and permanent home for every child in New Hampshire.

Gratefully,

Suzanne Lenz  
Director of Development

*Town Manager's Office*

JAN - 4 2024

*Received*

No goods or services were provided in exchange for your contribution. Tax ID: 02-0432242.



Russ Dean &lt;rdean@exeternh.gov&gt;

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## Comments on proposed acceptance of 23 water street offer

1 message

---

**James Kulp** <jek@parera.com>

Tue, Dec 26, 2023 at 12:50 PM

To: rdean@exeternh.gov, npapakonstantis@exeternh.gov

Dear Select Board Members,

It was great to see the updated information from the town on this proposed acceptance of the gift of 23 water street.

The offer to the town of this property requests immediate acceptance and no normal development in perpetuity.

Based on the numbers provided, the financial impact on the town's tax payers appears to be the up front cost of creating a useful park (~\$350,000), and the perpetual missed tax revenue of the developed property of ~\$50,000 per year, with the first 7 seven years of payments missed due to the previous offering of 7 years of tax abatement. And perhaps the maintenance would be free if some landscaping firms donate the upkeep.

At least for the last 18 years, our tax payments in Exeter have increased on average about 2.5% per year, which is actually close to inflation and thus reflects very well on the town's reasonable handling of its financial affairs.

The value of the lost revenue of accepting this gift, in today's dollars, is somewhere between 2.5 and 5 million dollars, depending on assumptions about inflation and interest rates.

So the select board's accepting this offer would cost Exeter tax payers millions of dollars without them ever having a vote on the matter, and never informed of the true cost.

All large expenditures are usually proposed based on bonding, with the tax payers being informed of the total amount and the impact on tax bills for the period of the bonds.

We suggest that the select board not act on this request under the time pressure demands of the donors, and rather, if seen as truly desirable, propose a transparent item on the town warrant that reflects the true cost to tax payers, just like other large expenditures of similar financial impact. The schedule demands of the donors should not force a decision without this.

Thank you for your consideration of this perspective on the matter,

Jim Kulp/Cathy Pawelczyk, 7 Dewey St.

Notes on the numbers for those interested:

The value of the potential lost tax revenue is called a "perpetuity" calculation that takes as inputs the growth of the payments as well as the relevant prevailing interest rates.

It is the same calculation used to value a rental property where the rent is in perpetuity, and grows roughly with inflation.

With low inflation (2%) and low interest rates (3%) the value of lost tax revenue is about \$4.7 million

With moderate inflation (3%) and higher interest rates (5%) the value of lost tax revenue is about \$2.2 million



Russ Dean &lt;rdean@exeternh.gov&gt;

---

**In favor of Park proposal in downtown, Water St.**

1 message

**Anne Kenny** <amkennyart@comcast.net>

Wed, Dec 27, 2023 at 3:11 PM

To: npapakonstantis@exeternh.gov

Cc: Russ Dean &lt;rdean@exeternh.gov&gt;

Dear Select Board,

I am unable to make the meeting tomorrow morning about the Town accepting the donation of property for the use of a park by the river.

Economically speaking a park is of great value in the following ways:

1. It adds to the quality of life for residents.
2. It adds to the environmental landscape of downtown in a positive way.
3. It is attractive for visitors to our downtown.
4. Monetarily you can calculate the value of such a proposal as a plus not a minus.
5. Strictly viewing the land/parcel as a tax revenue stream is a narrow economic discussion.

I am in complete favor of accepting this park proposal and the investment in making it a quality facility now and in the future. Please vote yes in creating the park on Water Street as a forward thinking investment for the community.

Thank you,  
Anne Kenny

Sent from my iPhone

Anne Marie Kenny  
603-867-3988  
Owner | Artist Industrial Quilts™  
amkennyart@comcast.net  
www.industrialquilts.com  
Instagram | Facebook | YouTube  
@industrialquilts @anne.kenny.1257



Russ Dean &lt;rdean@exeternh.gov&gt;

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**Fwd: Open Lot | Water Street**

1 message

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**Niko Papakonstantis** <npapakonstantis@exeternh.gov>  
To: Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>

Thu, Dec 28, 2023 at 6:01 AM

For the packet

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

From: **Niko Papakonstantis** <npapakonstantis@exeternh.gov>  
Date: Wed, Dec 27, 2023 at 8:51 PM  
Subject: Re: Open Lot | Water Street  
To: Karen Prior <kcp7457@gmail.com>

Hi Karen,

Thank you for your email.

The Select Board will of course take your correspondence into consideration and it will be included with the others in our next packet

This is an exciting opportunity and I look forward to a robust discussion tomorrow morning.

My best wishes to both Bob and you for a happy, peaceful, and healthy 2024.

Thank you again for writing.

Respectfully,

Niko

On Wed, Dec 27, 2023 at 5:20 PM Karen Prior <kcp7457@gmail.com> wrote:

Hi Niko,

Hoping you and your family had a wonderful holiday!

Unfortunately, I am unable to attend the upcoming meeting scheduled for tomorrow, Thursday, December 28th with regard to the open lot located at 23 Water Street currently owned by Elliott Berkowitz and Nancy Phillips. I am writing in full support of the property be turned into a 'pocket park' for downtown Exeter. It is a generous gesture and I look forward to seeing how the open space will be utilized as a park with a lovely view of the river for all to enjoy.

Thank you for your efforts on behalf of our community.

Kind regards,

Karen C. Prior  
16 Pickpocket Road





Russ Dean &lt;rdean@exeternh.gov&gt;

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**letter in support of acquisition of park in downtown Exeter**

1 message

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**Enna Grazier** <enna\_grazier@yahoo.com>

Thu, Dec 28, 2023 at 7:29 AM

Reply-To: enna\_grazier@yahoo.com

To: Niko Papakonstantis &lt;npapakonstantis@exeternh.gov&gt;, Russ Dean &lt;rdean@exeternh.gov&gt;, Molly Cowan &lt;mcowan@exeternh.gov&gt;, Dan Chartrand &lt;dchartrand@exeternh.gov&gt;

Cc: Julie Gilman &lt;jgilman@exeternh.gov&gt;, Nancy Belanger &lt;nbelanger@exeternh.gov&gt;, Pam McElroy &lt;pmcelroy@exeternh.gov&gt;, Darren Winham &lt;dwinham@exeternh.gov&gt;

Good morning,

I am writing to express my strong support for acquiring and maintaining the donation of land for the purposes of a park on Water Street. This is an opportunity for Exeter to secure public access to a section of the river that will otherwise be forever lost to the public.

Like many other historic waterfronts in small towns, the historical development of our downtown did not prioritize public access to or interaction with the river. The removal of the dam and subsequent rehabilitation of the river was one step towards correcting this loss, and acquiring this plot of land for a park is the next logical step - indeed likely the only opportunity that will ever be presented to our town in our downtown area in any of our lifetimes.

Our community will benefit from this park in a myriad of ways:

- public health is greatly improved by open spaces
- a park will be an attractive addition to the downtown, adding value to those who visit to walk and shop especially at that end of the business district.
- the river is an important resource in our geography that we need to preserve and protect: creating a space to view and appreciate the river will help us accomplish this important responsibility
- common spaces create common connections and goals, they create community, and we desperately need commonality.
- the park adds value to other property developers as we continue to encourage urban density in future development

As for maintaining the park, we've already established a fund for maintaining our parks. With community involvement (and possible grant and/or fundraised community money in the future?) the maintenance of this park will be minimal compared to the value it provides the town.

It is prudent to consider the expense of this acquisition carefully, and I appreciate the careful consideration the SelectBoard is applying to this matter. I am disappointed in the process and timeline for how this was presented to the Selectboard, but despite these concerns, in this case I believe it's a once in a lifetime opportunity that we should seize.

Thank you for your consideration,

Enna Grazier



Russ Dean <rdean@exeternh.gov>

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## Fwd: approval of new waterfront park

1 message

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**Niko Papakonstantis** <npapakonstantis@exeternh.gov>

Wed, Jan 3, 2024 at 6:58 PM

To: Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>

For the packet

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

From: **SALLY WARD** <ward31@comcast.net>

Date: Wed, Jan 3, 2024 at 9:38 AM

Subject: approval of new waterfront park

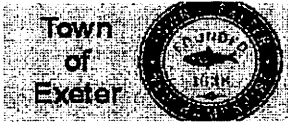
To: Niko Papakonstantis <NPapakonstantis@exeternh.gov>, Julie Gilman <jgilman@exeternh.gov>, Molly Cowan <mcowan@exeternh.gov>, nbelanger@exeternh.gov <nbelanger@exeternh.gov>, dchartrand@exeternh.gov <dchartrand@exeternh.gov>

Hello SB members,

Thank you so much for approving the gift of the land for a new waterfront park in town. I know the decision was complicated by the timing and the unknowns about future costs and funding. I think your process, even though challenged by the time frame, was thorough and transparent. Thank you for being careful, for considering all opinions, and for ultimately approving what will be an excellent addition to our downtown. And many thanks for your continued service to our town.

With gratitude and best wishes,

Sally Ward  
72 Park St



Russ Dean <rdean@exeternh.gov>

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## Fwd: writing in support of Water St park proposal

1 message

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**Niko Papakonstantis** <npapakonstantis@exeternh.gov>  
To: Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>

Wed, Jan 3, 2024 at 7:04 PM

For the packet

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

From: **Megan Spencer** <maspence4516@gmail.com>

Date: Thu, Dec 28, 2023 at 9:47 AM

Subject: writing in support of Water St park proposal

To: <npapakonstantis@exeternh.gov>, <nbelanger@exeternh.gov>, <mcowan@exeternh.gov>, <jgilman@exeternh.gov>, <dchartrand@exeternh.gov>

Hi,

We are residents at 38 Pine St in Exeter, and while we couldn't make the committee meeting today, we are writing with wholehearted endorsement that the town accept the proposed land donation for use as a park on Water St.

Thank you for your consideration,

Megan and Andrew Spencer



Russ Dean <rdean@exeternh.gov>

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## Fwd: Rugg land purchase

1 message

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**Niko Papakonstantis** <npapakonstantis@exeternh.gov>

Wed, Jan 3, 2024 at 7:03 PM

To: Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>

For the packet

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

From: **Marie H** <marie.a.hilliard@gmail.com>

Date: Sat, Dec 30, 2023 at 8:11 PM

Subject: Rugg land purchase

To: npapakonstantis@exeternh.gov <npapakonstantis@exeternh.gov>, dchartrand@exeternh.gov <dchartrand@exeternh.gov>, jgilman@exeternh.gov <jgilman@exeternh.gov>, nbelanger@exeternh.gov <nbelanger@exeternh.gov>, mcowan@exeternh.gov <mcowan@exeternh.gov>

Dear Exeter Select Board Members,

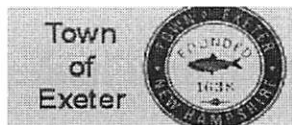
I'm taking time over this holiday break to write and express my support for the purchase of the Rugg property. I feel it is of the utmost importance that we protect this land from future development.

As a resident of the Forest Ridge Neighborhood which abuts conservation land and the trail system, I see daily how loved this land and the trail system is for many people in our community. It is an incredible asset to the town, and the opportunity to protect and expand access to it would benefit all residents.

It is a unique and critical opportunity for Exeter (and Newfields) to ensure protection of this land for current and future generations.

Thank you for your consideration and support,

Marie Hilliard



Russ Dean &lt;rdean@exeternh.gov&gt;

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**Fwd: Purchase of the Rugg property**

1 message

**Niko Papakonstantis** <npapakonstantis@exeternh.gov>

Wed, Jan 3, 2024 at 7:03 PM

To: Melissa Roy &lt;mroy@exeternh.gov&gt;, Russ Dean &lt;rdean@exeternh.gov&gt;

For the packet

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

From: **Holley** <peacepaws1003@gmail.com>

Date: Mon, Jan 1, 2024 at 12:14 PM

Subject: Purchase of the Rugg property

To: dchartrand@exeternh.gov &lt;dchartrand@exeternh.gov&gt;, jgilman@exeternh.gov &lt;jgilman@exeternh.gov&gt;, mcowan@exeternh.gov &lt;mcowan@exeternh.gov&gt;, nbelanger@exeternh.gov &lt;nbelanger@exeternh.gov&gt;, npapakonstantis@exeternh.gov &lt;npapakonstantis@exeternh.gov&gt;

Dear Exeter Select Board members,  
First thank you for your valuable service to the town of Exeter.

I am writing to express my strong support for the purchase of the Rugg property. This forest has had a deep impact on me and has been a source of solace, support and insight over the years. Several years ago I wrote a poem, Oaklands Town Forest, and it has been published in local literary journals. You can read it on the Save Fort Rock Trails website.

Creating the Newfields/Exeter Town Forest will be an important asset for poets, seekers, athletes, children, basically everyone. It is essential that we protect this forest and its waters from development. Ensuring habitat for biodiversity and maintaining a safe and lovely place for exercise, exploration, and deep reflection should be top priorities for the community that you serve.

Thank you again for your service and your consideration.

Sincerely,

Holley Daschbach

December 13, 2023

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

Dear Exeter Select Board members,

I am writing in regard to the Select Board's pending discussion on potential continuation/consolidation changes to town boards/commissions/committees that – based on statements at your 20 November meeting – you plan to discuss at your 18 December meeting. Board chair Papakonstantis and Selectman Chartrand are reportedly planning to present on that topic. More specifically, I am writing as it relates to Exeter's Heritage Commission (HC). As you likely know, members of the HC – particularly Selectwoman Gilman – have been publicly advocating since the spring for a change in the composition, structure, and/or role of the HC. Alternatives that the HC has discussed at its public meetings<sup>1</sup> include:

- Retaining the HC as a 7-member board (i.e., the “no change” alternative)
- Shrinking the HC to be a 5-member board
- Merging the HC with the town's Historic District Commission (HDC)
- Disestablishing the HC altogether

There are pros and cons with each of those alternatives. Shrinking the size of the current board, for example, would make it easier for the HC to hold scheduled meetings in circumstances where – currently – meetings have to be cancelled due to a lack of quorum. But the HC repeatedly gave citizens cause for grievances in recent years, and any deliberations of alternatives that would result in a more radical shift in the HC's structure or role ought to include plain, public discussions of all of those issues in order to ensure that any alternatives proposed for voter consideration will also meaningfully mitigate those issues going forward. So – in the event that anyone suggests it – I ask that you collectively reject making any recommendation(s) that the town merge the HC with the HDC at the 2024 town meeting. There are numerous high-level reasons for this:

- The HDC is a regulatory commission (within Historic District boundaries), but the HC is an advisory, non-regulatory commission (across the entire town).
- Nevertheless, the HC spent considerable energy and effort during the past 48 months (from January 2020 until May 2022, in particular, but ultimately until March 2023) seeking to expand the town's scope of regulatory power over private property owners in Exeter (via a Neighborhood Heritage District [NHD] project that the HC initiated and sought to have the town impose on property owners).

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<sup>1</sup> That list represents my memory of the alternatives that the HC discussed at its April or November meetings – not an exhaustive list of possible alternatives. And based on the HC's November meeting, it is my understanding that effecting any of them (besides keeping things as they already are) would require a town-wide vote at Town Meeting.

- While there has generally been little awareness within the town government or citizenry about the many, often interrelated actions that the HC (collectively as well as individual members) took in pursuit of this objective, some of those affected – including myself – believe that precluding similar town efforts to co-opt private property requires some sort of legislative protection. Not just for next year but also for 20 years from now. (And if existing legislation were sufficient, the situation never would have gotten anywhere near where it did.)
- State law and state documents clearly envision that municipalities, like Exeter, can tailor the functions and powers of their HCs, if any, to local needs and conditions.
- It is not presently clear whether town- or state-level legislation would be needed to adequately constrain the town (and the HC or any successor board). And writing such legislation will likely require that citizens draft this at their own expense and find supportive legislators – or that those citizens engage an organization like the New Hampshire Municipal Association. Except the NHMA tells me that they cannot advise citizens because its clients are New Hampshire municipalities, so any engagement with NHMA has to be mediated by the town.<sup>2</sup>
- It is similarly unclear what specific constraints (or, rather, what specific roles and powers should actually be enumerated and granted to the HC whose members are entrusted to act on behalf of the town's citizens) would be collectively appropriate. For example, the town has never held a public meeting for citizens to raise and discuss their grievances with the HC's actions in recent years. So there is no reason to believe that any tailoring/constraining of the HC *immediately* would meaningfully address citizens' existing concerns in a comprehensive or systematic way.
- Should the Select Board make a recommendation to the town to merge the HC and the HDC then, effectively, the 2024 town meeting will become the public meeting where citizens can first raise those concerns.<sup>3</sup>
- It does not seem feasible to resolve the above issues in any meaningfully comprehensive way on the 2024 Town Meeting schedule of deadlines, and I would urge you not to tie this much broader topic to that arbitrary timeline.<sup>4</sup>

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<sup>2</sup> It is also not presently clear what other New Hampshire municipalities have done to limit the function of their HCs, so it is not clear how much prior work Exeter could reuse vs. would have to generate from scratch. Furthermore, it is not clear how much help the state Department of Historical Resources is likely to be as they have told me they largely only learn/know what individual towns or citizens make a point to tell them.

<sup>3</sup> A closely-related concern: I stopped by the Planning Department office today to make a current review the physical folder of public records related to the HC's NHD effort but it couldn't be found. (Nothing is amiss – just bad timing.) I visited today because the HC made statements at its March and April meetings to the effect that "all" records related to the project had been collected and deposited at the town offices. However, when I had contemporaneously reviewed the contents of that folder – the day before the HC's April meeting – there appeared to be numerous gaps in what the HC has deposited with the rest of the town. If an alternate HC structure comes up at Town Meeting yet gaps persist in the public record at that time, I suspect that those gaps will raise significant questions in the minds of voters.

<sup>4</sup> I am loathe to recommend the establishment of yet another town committee or working group for this purpose. Among other concerns: I and several others were already part of what we did not realize was an HC 'subcommittee' that met several times in 2021, without public notice, and for which no public records exist. (We've technically been "waiting" since the spring of 2021 to hold the next meeting, which we had all agreed to do – at which point the participating HC members unilaterally disappeared. Those members did not seem to appreciate the citizen input that they received from the neighbors they sought to impose an NHD on. And the HC has never asked for input directly from the group. And of the many people I have spoken to over the past three+ years about the HC's NHD effort – including those who know nothing of my secret life as a volunteer bureaucrat – I believe that virtually none of them would be willing to entrust the HC or HDC members with coming up with legislative recommendations.

*Regarding the Select Board's Authorities Relative to the HC*

I also want to bring your attention to another matter that arose when the Select Board discussed the HC a few times between October 2022 and January 2023. Specifically – to the contrary of what the Select Board came to believe at that time, you appear to have wide latitude and purview over the HC, which the Select Board has not exercised and appears to not be aware of.

The most extensive of your prior discussions included an exchange at your 22 November 2022 meeting, during which Selectwoman Belanger asked for clarification regarding your authorities relative to the HC, and Selectwoman Gilman said, "What [the HC] does is not under the purview of the Select Board," and also told chair Papakonstantis that the board's only role relative to the HC is appointing members. The logic seemed to be that the town had voted to establish the HC and that, consequently, all power granted to HC's by state law makes HC's immune from further town oversight. That effectively ended the Select Board's discussion on that topic.<sup>5</sup>

But those characterizations do not appear to be accurate. First, it conflicts with the 2006 warrant article that established the Exeter's HC.<sup>6</sup> Second, it also conflicts with statements provided by the State of New Hampshire<sup>7</sup> to the effect that municipalities have great power over the scope of what their respective HCs are authorized to do – assuming that they choose to have an HC at all.

Finally, in the context of what I said earlier, I am aware that any Select Board oversight of the HC – no matter how robust – is merely *executive* protection, rather than legislative protection. So it is at best a partial solution.

Sincerely yours,

Joel Schander  
Park Street, Exeter

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<sup>5</sup> The minutes elide much of this but see the video at <https://www.youtube.com/watch?v=xt8ROjJfLug> from ~1:51:00 to 1:53:30. That discussion was itself a follow-on to a statement Selectwoman Belanger made at your 14 November 2022; for the initial discussion, see <https://www.youtube.com/watch?v=S6myuxdewEQ> from ~3:11:45 to 3:13:15.

<sup>6</sup> The warrant article (which passed in 2006) reads: "Article 37: Shall the Town establish a Heritage Commission in accordance with the provisions of RSA 673 and RSA 674, and further authorize the Board of Selectmen to appoint up to seven citizens as members of the Heritage Commission pursuant to the provisions of RSA 673:4-1 and 673:5, and to appoint up to five additional citizens as alternate members, or take any other action relating thereto?" The plain language of that last clause seems to pretty clearly vest a great deal of in the Exeter Select Board as it pertains to the HC; specifically, I don't see any indication that the "any other action" clause is limited to the context of appointing members.

<sup>7</sup> For example, see [https://www.nh.gov/nhdhr/publications/documents/nhdhr\\_heritage\\_commissions.pdf](https://www.nh.gov/nhdhr/publications/documents/nhdhr_heritage_commissions.pdf).



**Helpsy Totals**

Date reported	Pounds	Monthly total	
7-Feb	302	January	5 pick ups
17-Mar	851	February	14 pick ups
17-Mar	52	February	Trans Stn
12-Apr	761	March	
		March	Trans Stn
5-May	406	April	
		April	Trans Stn
20-Jun	484	May	
20-Jun	366	May	Trans Stn
5-Jul	433	June	
5-Jul	2,123	June	May-June 3 p/u spots
3-Aug	144	July	
3-Aug	2,309	July	bins
1-Sep	104	August	
1-Sep	1,260	August	bins
12-Oct	523	September	
12-Oct	1,759	September	bins
		13 October	
2-Nov	2,309	October	bins
14-Dec	52	November	
14-Dec	932	November	bins
		December	
		December	bins
<b>Total for 2023</b>	<b>15,183</b>	<b>\$ 303.66</b>	

**Revenue**

15-Apr	38.28
15-Apr	3.66
Oct	10.46
Oct	20.2
7-Nov	46.74
7-Nov	60.34

**Total from 2022 to now:**

**22,044**

**Bin at Transfer Station began**

### Helpsy Totals

Date reported	Pounds	Monthly total
2/2/2022	110	January
2/28/2022	979	February
3/31/2022	635	March
4/30/2022	649	April 63 pick-ups
5/31/2022	396	May 13 scheduled pickups, 12 successful pick-ups
6/30/2022	792	June 15 scheduled pickups, 15 successful!
7/31/2022	721	July 25 scheduled, 22 successful
8/31/2022	813	August 16 scheduled, 14 successful
9/30/2022	406	September 12 scheduled, 11 successful
10/31/2022	773	October 18 scheduled, 15 successful
11/30/2022	196	November 8 scheduled, 5 successful
12/31/2022	391	December 10 scheduled, 10 successful
<b>Total for 2022</b>	<b>6861</b>	<b>\$ 137.22</b>

### Revenue

January	110.08
February	27.2



## LegislativeBulletin\_01\_05\_24

1 message

NHMA Government Affairs <governmentaffairs@nhmunicipal.org>  
To: Pam McElroy <pmcelroy@exeternh.gov>

Fri, Jan 5, 2024 at 10:25 AM

### New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

# LEGISLATIVE BULLETIN

Legislative Bulletin

2024 Session

January 5, 2024

[Live Bill Tracker](#)

### Welcome Back!

The House and Senate held their first sessions of the year on Wednesday and Thursday this week, and the Senate has already begun holding public hearings. House hearings begin nextweek.

This is already a record year. We understand that more bills were held over from last year than any year before (including several important municipal bills), and a record number of bills relating to municipalities were filed this year. In fact, just about 45% of all bills being considered by the legislature this year directly impact municipalities. **In numerical terms, that's 440 bills for our small team to follow.**

Please visit our online [Bill Tracker](#) to get updates on all those bills. The Government Affairs Team has been hard at work reading through bills and has assigned positions (support, oppose, or neutral) to most of those bills. We will continue updating that tracker as we gather more information and take positions on those bills.

Also, our [Legislative Preview Webinar](#) will occur at noon today. If you miss it, it will be recorded and available for review by early next week.

### Decreasing Administrative Costs of Development

The **House Municipal and County Government Committee** begins its hearings on the morning of **January 9, at 10:00 a.m.**, the committee will hear **HB 1086**, which would allow municipalities to post public notice for zoning board of adjustment hearings on the town website, if available, instead of in a newspaper publication. If enacted, this would dramatically decrease the costs of publication of notice, which, in many cases, is paid by the applicant.

NHMA supports legislation that promotes a collaborative approach between the state, municipalities, and other key stakeholders to address the state's housing shortage. Decreasing unnecessary costs is a key component to decreasing the cost of building. Please contact the [House Municipal and County Government Committee](#) in support of **HB 1086**.

### A Local Option Public Safety Assessment Fee

On **Tuesday, January 9, at 11:30 a.m.** in **LOB room 202-204**, the **House Ways and Means Committee** will hear testimony on **HB 1254**, enabling a local option for municipalities to collect a fee for public safety assessments

on hotel occupancies. The fee would allow municipalities to pay for the increased cost of municipal services associated with increased tourism and transient traffic through a non-lapsing dedicated fund. **Please contact members of the committee and ask them to recommend this bill as Ought to Pass or consider testifying at the hearing.**

## Important RTK Bill To Be Heard January 17

**On January 17, at 9:00 a.m. in LOB 206 - 208, the House Judiciary Committee** will hear testimony on **HB 1002**, which seeks to strike a balance between large records requests that cost municipalities days of work and thousands of dollars and the need to comply with these large requests. **NHMA supports HB 1002.**

Despite the carefully crafted protections for requestors, we anticipate that this will be a divisive bill that will require our members to contact their representatives to explain how **HB 1002** will both help ensure that the requestor receives the right information and assist municipalities in managing large requests.

First, the bill provides for a local option fee (up to a statutory limit) for requests that take more than 10 hours to fulfill. In speaking with dozens of local officials in the fall, none reported that routine Right-to-Know Law requests take longer than 10 hours to fulfill. In fact, all agreed that routine requests take substantially less time, so the bill's 10-hour threshold means all routine requests will be completed without any additional fee (even if your municipality adopts one).

Second, **HB 1002** adds language into the Right-to-Know Law statute to encourage cooperation between requestors and municipalities. We all know that the average person often knows what kind of information they want (e.g., "I want to know about some kind of action taken by the municipality") but often doesn't know which municipal records may reveal that information. That can lead to overly broad requests which could be cleared up with a simple conversation so that municipal resources are not spent producing the wrong records.

Finally, the bill helps promote that cooperation and eliminates the possibility of a surprise bill by requiring the municipality to estimate the cost of making the record available if the additional local option fee will be triggered. No local officials we spoke to said they can make all the records available within 5 business days for large records requests. Instead, our members need time to determine whether the records exist, gather them, examine them for exemptions for disclosure, and, finally, make them available. The Right-to-Know Law already requires that municipalities estimate the time needed to respond, meaning municipalities can generate an estimate of the cost of compliance. We believe that this will naturally lead to a discussion between requestor and municipality, improving the efficiency and accuracy of Right-to-Know Law requests and responses.

**We are hopeful local officials will be available to testify in support of HB 1002 on January 17. If, however, you are unavailable, we ask you to contact all your local House members and explain the costs incurred when your municipality receives a large request.** Many of you have told us that, on the rare occasion that you have received such a request, your ability to provide other services for residents has suffered because of the need to comply, your legal budgets for the year has needed to increase drastically, and your ability to provide requestors making a routine records requests with the information they seek in a timely manner has been made more difficult.

## Anti-Lobbying Bill Returns

Unfortunately, the anti-lobbying bill has returned for yet another year. Once again, NHMA is leading the effort with our many partner organizations to kill **HB 1479** in the House. Once again, we remind you that the bill would affect **any** organization that supports or opposes legislation at the state house on behalf of the public officials or employees it represents: police chiefs association, fire chiefs association, town clerks association, tax collectors association, health officers association, planners association, managers association, public works association—and the list goes on. And, once again, we ask you to **contact all your House members and ask them to vote against HB 1479.**

**HB 1479** will be heard by the **House Legislative Administration Committee**. Although that committee has not yet scheduled a hearing, it is not too soon to start contacting the members of that committee via email or phone or an in-person meeting and asking them to vote **HB 1479 Inexpedient to Legislate**. (Please remember to cc: [governmentaffairs@nhmunicipal.org](mailto:governmentaffairs@nhmunicipal.org) on any correspondence for our records.)

## Qualified Immunity Bill Returns

Unfortunately, the qualified immunity bill has returned for yet another year. Once again, NHMA is working closely with police and fire unions and other partners to kill **HB 1640** in the House. The bill is basically the same as 2023's **HB 647**, eliminating all relevant immunities and caps, making any violation of the state or federal constitution for unlimited damages, and making the employer financially liable for damages. Once again, we ask you to reach out to members of the **House Judiciary Committee** and ask them to vote **against HB 1640.**

## New and Improved HB 436

On Wednesday, the House voted to pass **HB 436** as amended and then immediately laid it on the table. As amended, this bill would appropriate \$50 million in fiscal year 2024 to the New Hampshire Retirement System (NHRS) to pay down the unfunded accrued liability. For fiscal year 2023, NHRS reported an unfunded liability of \$5.60 billion. Current actuarial valuations estimate that the unfunded liability accounts for over 75 percent of current employer rates borne solely by the participating employers and local taxpayers. The intent of **HB 436** is to pay down the UAAL on a more aggressive schedule, resulting in lowered future employer contribution rates and promoting a solvent, fiscally healthy, and financially sustainable defined benefit plan. Over a 20-year period a \$50 million dollar payment applied in FY 2024 could have a compounded savings impact of \$105 million. It is critical legislators hear from municipal officials on the importance of reducing employer contribution rates and moving toward a fully funded retirement system.? Tabling **HB 436** preserves the bill for later consideration in the event state surplus can be considered to fund this proposal.

## HB 307 Update

Thank you all for responding to our legislative alert on December 28. Although the bill passed through the Senate virtually unchanged, it is now headed to Senate Finance where the committee will consider the financial implications of the bill. We are currently working with the Senate to see whether a compromise is possible. **If you have not yet contacted your senator and asked them to oppose HB 307, there is still time to do so.** Important points to remember about **HB 307** as written are:

- The bill would require taxpayers to pay a private citizen's attorneys' fees and costs in any Right-to-Know Law case where the municipality loses (unless the decision is later reversed). Even when the municipality acts on advice of counsel or interprets a gray area of the law, the taxpayers will be on the hook if the plaintiff ultimately succeeds. Even worse, a municipality could follow current law—and still be liable for attorney's fees and costs. This is because the NH Supreme Court can—and has, recently—reversed its own precedent, creating a different rule of law (e.g., the overturning of *Union Leader Corp. v. Fenniman* in 2020 with *Seacoast Newspapers, Inc. v. City of Portsmouth* and *Union Leader Corp. v. Town of Salem*.)
- The committee report states: “The bill clarifies that public bodies and public agencies may be awarded attorney's fees provided that the court renders a judgment against the requester that is not reconsidered or reversed.” **However, the bill says that municipalities are entitled to attorneys' fees only “when the court finds that the lawsuit is in bad faith, frivolous, unjust, vexatious, wanton, or oppressive.”**

Bill Hearings Schedule  
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