

Select Board Meeting
Monday, February 26th, 2024, 6:50 p.m.
Nowak Room, Town Offices
10 Front Street, Exeter NH 03833
REGULAR BUSINESS MEETING STARTS AT 7:00 PM

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

To access the meeting, click this link: <https://us02web.zoom.us/j/84298775513>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 842 9877 5513

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.

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<https://www.exeternh.gov/townmanager/virtual-town-meetings>

Contact us at extvg@exeternh.gov or 603-418-6425 with any technical issues

AGENDA

1. Call Meeting to Order
2. Board Interviews – Rachel Adams Ladeau, Recreation Advisory Board
3. Public Comment
4. Proclamations/Recognitions
5. Approval of Minutes
 - a. Regular Meeting: February 12th, 2024
6. Appointments
 - a. None
7. Resignations
 - a. None
8. Discussion/Action Items
 - a. Pairpoint Park Update
 - b. Master Plan Update – Dave Sharples, Town Planner
 - c. RSA 41-14-a Public Hearing: Planet Playground Land
 - d. Public Hearing: E911 Committee Recommendation – Paws Way
9. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Select Board Committee Reports
 - e. Correspondence
10. Review Board Calendar

11. Non-Public Session

12. Adjournment

Niko Papakonstantis, Chair

Select Board

Posted: 02/23/24 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



Town of Exeter

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

SB
Monday 2/26/24
6:50 PM

Statement of Interest Boards and Committee Membership

Committee Selection: Recreation

New

Re-Appointment

Regular

Alternate

Name: Rachel Adams Ladeau Email: rachel.ladeau@gmail.com

Address: 8 Colonial Way Exeter NH 03833 Phone: 603 219 6531

Registered Voter: Yes No

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

I am interested in joining the Recreation Committee as a local parent of two young boys. I am a corporate lawyer admitted to practice in New Hampshire (3 MA, DC, 3 MD), currently working in-house for a Fortune 100 retail company. I care strongly for local recreation departments, and coached multiple teams and worked for my hometown's long ago. I welcome the opportunity to contribute to the continued success of Exeter's in any way I can.

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

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: Rachel Ladeau Date: 2/15/24

To be completed by Select Board upon appointment:

Date Appointed: _____ Term Ending: _____ Full: _____ Alternate: _____

Minutes

Select Board Meeting
Draft Minutes
Monday February 12, 2024
6:30 PM
Nowak Room, Town Offices

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Julie Gilman, Dan Chartrand, Nancy Belanger, Town Manager Russ Dean, and Finance Director Corey Stevens were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 6:30 PM.

2. Non-Public Session

MOTION: Ms. Belanger moved to enter into non-public session under RSA 91-A:3II(a) and (I). Ms. Gilman seconded. Ms. Cowan was not yet present and did not vote. In a roll call vote, the motion passed 4-0 and the Board entered non-public session at 6:31 PM.

The Board reconvened in the Nowak Room at 7:04 PM.

3. Septage Bid Award

MOTION: Ms. Belanger moved to award the Septage Receiving Upgrade project bid to Claro Environmental Technologies at a cost of \$288,200 and to authorize the Town Manager or his designee to sign all corresponding contracts and agreements. Mr. Chartrand seconded. The motion passed 5-0.

4. Public Comment

- a. Robert Span of Brentwood indicated that he wished to speak, and the Board had no objection.

Mr. Span asked for an update on the Pickpocket Dam study meeting. Mr. Papakonstantis it will be on Feb 27. It's a public hearing, where the public will be able to ask questions. Mr. Dean said the time is 7 PM, subject to confirmation, at Town Hall. The Rockingham Planning Commission will be moderating. He will check if it's posted on the website. He sent Karen Clement, Town Administrator in Brentwood, a notice of the meeting.

5. Proclamations/Recognitions

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

6. Approval of Minutes

- a. Regular Meeting: January 29, 2024

Corrections: Ms. Belanger said on page 4, "the acquisition of Planet Playground" should specify that it's the land acquisition. On page 6, regarding the Deliberative Session, add "Ms. Belanger had article 6."

MOTION: Ms. Belanger moved to approve the minutes of January 29, 2024 as amended. Ms. Gilman seconded. The motion passed 5-0.

7. Appointments

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

8. Discussion/Action Items

a. Organizational Study

Bill Keegan of Keegan Associates gave a presentation on the results of the organizational study. He said he looked at what already worked well and what can be improved in collaboration and communication between the departments, the Select Board, and the Town Manager's office. He also looked to identify succession plans for leadership in town departments. He showed the current organizational chart, which has a linear orientation where everyone reports to the Town Manager. This is common in local government, but it's not very efficient and information doesn't get circulated as well as it could.

Mr. Keegan said he interviewed the key personnel to understand the current operations and their relationships with other departments and the Select Board. Some departments felt the organization was working well, others felt that there were gaps. With a one- or two-person department, if someone gets sick, things won't get done or will fall on the shoulders of someone already burdened. They identified issues with filling vacant positions, which are taking a toll on existing employees, and the inability to retain good talent. There are a limited number of people coming out of school interested in local government when considering the salaries offered by private industry. They have to pay back more student debt and can't accept a \$60,000 or \$70,000 job. Another issue is the lack of ability to grow talent from within the organization. Leaders are developed over time. The town should develop training programs to create new leaders. In tough times, training budgets go away, but that cuts off the future.

With 15 direct or indirect reports to the Town Manager, this is an inefficient design. The Town Manager can lose focus on strategic initiatives. The number of staff in the Town Manager's office is inefficiently low and offers no backup when there is an absence in the office. Communication throughout the organization could be improved. The proposed organizational chart has the Assistant Town Manager serving as an Operations Director; department heads could report operational issues to this role. Police, Fire, DPW would report to the Town Manager, as well as Inspections, Land Use, and Finance, plus the Town Clerk, although that's an elected position. Human Resources, Social Services, Parks and Rec would report to the Assistant Town Manager. Treasury, Accounting, Collections, Assessing, Purchasing, and IT would all report to the Finance Director. Planning, Conservation, Zoning Administration, and Economic Development will report to the Planning Director. Welfare and Social Services should have a Social Services Director who would report to the Assistant Town Manager. This is a private situation for the clients and doesn't fit with the Town

Manager's office. Human Resources should eventually be led by a separate HR Director who will report to the Assistant Town Manager. The complications of that job make it almost impossible for the Assistant Town Manager to focus on anything else.

The inspections and code enforcement role will eventually work directly with the Fire Department, to handle fire inspections as well as building inspections. They're public safety functions. Zoning Administration, which is combined with building inspection currently, should stay in the Land Use department, but that can only occur when an additional Planning professional can be added to the staff.

The Police Department is well organized, but should add a third Lieutenant to balance administrative responsibilities and fill in for the second Lieutenant's absence.

Parks and Rec will report to the Assistant Town Manager. This department needs additional staff support to keep programming vibrant, especially senior programming. Parks Maintenance needs additional assistance to keep up with the workload; they need four instead of two.

One issue is that communications tend to become siloed. He suggests a weekly team meeting between the new Department and the Town Manager and Assistant Town Manager. The Town Manager and Assistant Town Manager should also meet with the Chair on a weekly basis, and keep the remaining Board members informed.

There should be proactive Labor meetings. He met with the union presidents and union leaders, and heard that meetings do not generally occur outside of grievances and negotiations. The union and the administration don't always have to be at odds with each other. There's a perception that the town's wages and compensation offerings are not competitive in the region's market.

Some departments have done succession planning, but some have not. Some of these are one-person operations or in a situation where it's difficult to find someone. Succession planning for these departments should be considered with any future recruitments. Should develop "succession binders" or an operating manual for each position.

The next steps are to review which organizational changes make sense; develop an implementation strategy; develop a financing strategy for staffing additions; identify professional development plans for each individual; evaluate job descriptions and salary plans for those with expanded roles; and provide coaching and mentoring to the leadership team.

Ms. Belanger said this is an incredible tool. She's not sure about merging the inspections with the FD. She values continuing education so she agrees with not cutting training.

Ms. Gilman said none of the recommendations surprised her. The Land Use restructuring makes sense, as does reducing the number of direct reports to the Town Manager.

Ms. Cowan asked about the costs associated with some of these things. That would be important to evaluating the next steps. Some might actually be cost saving. The recommendation to move the Welfare Office makes sense because it seems like such a critical role.

Mr. Dean said the cost of implementation is one of the main questions. We have recommendations from the Keegan Group on positions which we can put a dollar figure on. Mr. Keegan said it could be five years before the whole thing could be done, but some of it is just reshuffling.

Mr. Chartrand said he appreciates the work of having these detailed conversations throughout the organization. This will inform our goal-setting sessions. One challenge is marshaling the staff to embrace changes and adjustments.

Mr. Papakonstantis said Mr. Keegan met with everyone over six months. This will not be one of those studies that gets put on the shelf, it will be a resource for this and future Boards. Regarding the union concerns, we did a wage reclassification study to address that. The Welfare position is in our budget, and provided it passes we will be able to hire for that.

Mr. Dean said there are some things that we're already doing internally as a result of this report, and he can see differences already.

b. **Stantec Consultants: Downtown Parking, Pedestrian & Traffic Study Results**

Evan Drew, Project Manager at Stantec, gave a presentation on the Parking, Pedestrian, and Traffic Flow Study.

Mr. Drew said the project goals were to create a comprehensive inventory of downtown parking; assess how parking areas or regulations can better support the long-term economic vitality for downtown; identify opportunities for long-term parking; improve traffic flow and safety; and create or improve pedestrian and bicycle connections.

The study counted on-street public, off-street public, and private parking spaces downtown. There are 500 on-street parking spots, $\frac{1}{4}$ of them signed as two-hour parking, and $\frac{2}{3}$ of them open parking. Off-street there are about 1,000 spaces, 50% of which are private parking and 10% PEA. Some facilities are not visible from the street. Aside from the Post Office, the short-term spaces were not near businesses that had short-term visits. His group created a survey and did a door-to-door survey for business owners, and found that 52% of visitors park on-street. 74% are willing to walk 3 or more minutes to or from parking. The top preferred amenities downtown were safer crosswalks and more parking.

Mr. Drew discussed the findings of the study. On a weekday at 6 AM, parking was 23% utilized. At 9 AM, parking was 50% utilized, with the Water Street core around 85% full. The peak was at noon, at 57% utilized, with the municipal lot off Water Street full. Within a 3-minute walking distance, there was still some availability. At 6 PM, it was 41% utilized, with the municipal lot at optimal utilization. According to the typical land use parking models, the area would need 1,900 parking spaces, but from our analysis, the model's peak

demand is around 1,165. Peak utilization is 60% of total inventory, but there is high use of certain sections. To determine parking turnover, his group used the town webcam to get a timelapse of 22 spaces on Water Street. Each space had an average of 5.5 vehicles per day. The average duration was 2 hours. The Water Street daily traffic volumes remain similar between 1966 (11,730) and 2022 (13,662).

For pedestrian safety, some issues are the roadway curvature and limited warnings to drivers; wide, ambiguous unmarked areas; obstructed sightlines; unclear refuge/stopping areas; unclear pedestrian connections; and interrupted sidewalks.

There are some deficiencies in finding the parking, such as no signs at parking entrances.

The study had several recommendations. The town could share the private parking supply by working with property owners to open underutilized parking to the public at certain times or for select groups, such as employees at downtown businesses. The town could establish short-term loading areas on Water Street, possibly with specific times. The town could bring back paid parking. Exeter had it in the 60s and 70s. This helps enforce turnover. The town could expand permit parking for business employees along side streets or underutilized lots. For orientation and enforcement, the town could introduce Parking Ambassadors downtown. The Police don't want to do it. Could be younger people guiding people through the rules. It could be an internship or a program with PEA. The town could reconfigure the bandstand intersection. An all-way stop would improve safety in that area and reduce the pavement needed at that intersection, making it possible to give the downtown some green. It would require reducing eight parking spaces. The town could establish new truck routes. The NH DOT has an oversize overweight permit which can be reviewed. There could be "no thru trucks" or preferred truck routes. It could have time-based restrictions. The town could adjust the zoning for small-scale developments to reduce or eliminate parking requirements, or simplify them. This is something the town's already been working on. The town could revise the winter parking plan, such as having bans during weather emergencies only, which decreases the need for off-street residential parking. This would require a communication plan to notify people. There could be multimodal improvements to close sidewalk gaps and reduce sidewalk obstructions through utility pole licensing, enhancing crosswalks and additional pedestrian warning signage. The town could improve signage and markings for cyclists. The town could consider reimagining parking on Water Street by changing the angled parking to parallel and installing a bike lane. This would be a minus of 33 spaces. If this change were made, the town could expand the sidewalk in front of businesses and have curbside dining.

Dave Sharples said this is a dense report with a lot of recommendations. He has some concerns about certain recommendations, but they could be further

developed. Parallel parking is difficult and will back up traffic. We'll want to go through the public feedback process as well.

Lang Plummer of the Planning Board said when the town approved the new gymnasium at PEA, there was parking under the whole building to get daytime parking off the street. How is that being used? Mr. Drew said that was not included in this study.

Mr. Chartrand said there's been a lot of focus on the illustration for recommendation 6, which showed a reconfiguring of the bandstand. He would like to have something in this report distinguishing short term and longer term or visionary items. 1-5 are low-hanging fruit and will help the downtown tremendously. People will be more amenable towards changes when they realize that there is more parking than we need. Mr. Drew said we have a separate timeline in the report, but we can tie the timeline to each recommendation. He added that there is money out there for safety and improvements.

Ms. Belanger asked if they talked to DPW about snow removal. Mr. Drew said no. Ms. Belanger said it's important that the DPW weigh in on that. Also, we have some dark areas downtown where the crosswalk is. From Town Hall to the Town Offices is dark. Regarding enforcement, that's how our parking is going to loosen up. How are other towns doing enforcement? Mr. Drew said he can go back to the staff.

Mr. Papakonstantis said parking ambassadors is an intriguing idea. Can staff reach out to the city doing that to get data? Mr. Sharples said it's a civilian staff that monitors enforcement.

Ms. Belanger said if we don't get rid of the winter parking ban, can we expand our permit parking? There should be a section in town where we accommodate people who live downtown. She also raised concerns about traffic backing up at Portsmouth Ave and High Street. Mr. Drew said the town does have control over the intersection, but the study didn't pursue it further. The town could optimize the timing of the light or could consider not allowing a right turn on red at certain times.

Ms. Gilman said regarding Water Street and parallel parking, is there space for a bike lane separate from the driving lane? Mr. Drew said Stantec is doing the designs. Keene has wide roads, but bike lanes are also expanding through Boston which has tighter right of ways than Exeter.

Fire Chief Eric Wilking said it's an exciting plan, but he noted that the FD makes left turns at the bandstand 20 times a day. Traffic needs to come to a stop and pull over to the right. Perhaps there should be a left-hand turn lane. He urged caution about narrowing Water Street; 80% of their call volume is downtown, and to park an engine there, they already have to double park. He's excited about a better way to mark and protect the crosswalks. There are so many people downtown that do not cross at a crosswalk, but having bump-outs and well-marked crossings would help, and maybe a blinking light at the crosswalk. Regarding trucks downtown, it will be tough to communicate. At least

one truck a day has to stop at the train trestle because they didn't get the message.

c. Planet Playground

Parks and Recreation Director Greg Bisson said Planet Playground has been there a long time, over 20 years. In 2016, we brought Leathers and Associates back to do a playground inspection, and they outlined the deficiencies and said that it needed to be replaced. We started coming up with a design in 2019 and collected over a hundred suggestions about what people would like to see. We knew the obstacle was that we didn't own the property. In 2022, we looked for a grant from the Land and Water Conservation Fund, which needed a basis of a design. We launched the first survey last spring and threw a number of elements out there. The first survey had 300 responses. We're looking to target accessibility. The top three designs were a castle from Gametime and two space-themed playgrounds, but the price came in too high. We launched another survey to narrow it down, and Miracle Playground was the leading vote getter and the most affordable. We're looking to form a Playground Subcommittee to discuss what we can tweak and add onto the concept plan, as well as come up with a fundraising mechanism to offset those costs. We're closing on [the land associated with] Planet Playground in a couple of weeks. If we are selected for the grant by the State of NH, it would go to the National Park Service, then it would come back to the NH Governor and Executive Council for approval.

Mr. Papakonstantis said the open house at Park Street Common was well-attended and a positive experience. Would Mr. Bisson consider doing something like that once the weather gets better? Mr. Bisson said with how enthusiastically residents bought into the original planet playground, we may be able to recapture some of that engagement.

Mr. Papakonstantis said in putting together a subcommittee, we should find a way to get a diverse and inclusive representation. Parks and Rec looks to make life better for children and seniors, can seniors become a bigger part of kids' lives with this project? Mr. Bisson said down south, they have senior playgrounds, we could incorporate that. The resilient surfacing will be important.

Ms. Gilman asked what age these playgrounds drop off being used. Mr. Bisson said ages 2 - 5 and 5 - 12 have different regulations. There's not much for teens, other than a zipline.

9. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Gilman moved to approve a tax abatement for 69/19/2 in the amount of \$399.02 for tax year 2023. Ms. Belanger seconded. The motion passed 5-0.

MOTION: Ms. Gilman moved to approve a Veteran's Credit for 32/28 in the amount of \$500 and a second for \$2,000 for tax year 2024. Ms. Belanger seconded. The motion passed 5-0.

MOTION: Ms. Gilman moved to approve a Veteran's Credit for 68/6/145, 95/64/23, and 55/26 in the amount of \$500 for tax year 2024. Ms. Belanger seconded. The motion passed 5-0.

MOTION: Ms. Gilman moved to approve a Solar Exemption for 94/15 in the amount of \$12,500 for tax year 2024. Ms. Belanger seconded. The motion passed 5-0.

b. Permits & Approvals

i. Snow and Ice Deficit Fund

Finance Director Corey Stevens was present to discuss these requests. There's a request to access funds from the Snow and Ice Deficit Fund to cover a \$64,655 deficit in 2023. In 2022, the deficit was \$87,000. This covers the plowing and salt budget, as well as maintenance and repairs.

MOTION: Ms. Belanger moved to authorize a withdrawal of \$64,655 from the Town Snow and Ice Deficit Fund to cover spending in excess of budget during FY2023. Ms. Gilman seconded. The motion passed 5-0.

ii. Water and Sewer Impact Fees

Mr. Stevens requested to use Water and Sewer impact fees to cover debt service in 2024. He said that two years ago, we started taking the income from two years back and applying it to the current year debt service. Two years ago is the last year that was audited. He's asking for \$100,971, with \$37,532 from the Water Impact Fee account and \$63,439 from the Sewer Impact Fee account.

MOTION: Ms. Belanger moved to transfer \$37,532 from the Water Impact fees and \$63,439 from Sewer Impact Fees to the General Fund to offset debt payments on Water/Sewer Capital Projects. Ms. Gilman seconded. The motion passed 5-0.

c. Town Manager's Report

i. Deliberative Session was Feb 3. He asked if the Board would like to make any changes to their recommendation to the Police Station/Fire Substation Article now that it's been amended to add the words "net zero" in front of "design engineering and construction."

MOTION: Mr. Chartrand moved to Recommend article 4 as amended. Ms. Belanger seconded. The motion passed 5-0.

ii. With the DPW, he visited Connie Road, and we have some ideas we will work on.

iii. He was part of the Seabrook Drill on Feb 7.

iv. He's been working on the committee replacing the Executive Director of Health Trust.

v. He attended Housing Advisory Feb 9.

vi. We've held two weekly operations reports, and plan on holding a third on Feb 16.

vii. He attended Trustees of the Trust Funds meeting today.

- viii. He's wrapping up Employee Reviews
 - ix. Regarding the Siphons project, a pilot hole was successfully drilled, and the reaming process is beginning.
 - x. We're expecting flooding tomorrow with the high tide at 2 PM. Latest prediction is 3-5 inches of snow. School is canceled. Trash pickup is still in play.
- d. Select Board Committee Reports
- i. Ms. Belanger attended the Communications Advisory meeting. The committee asked the Town Clerk if there were any complaints during the primary regarding the ballot pads, but Andie Kohler said no, they heard the opposite. The committee heard that the town newsletter started in Fall 2023, and they have 500-600 on mailing list with an 80-100% open rate. The DPW has an 800-member mailing list with 67% open rate. The current application can handle 15,000 people. The Select Board could put Bob Glowacky on the agenda to demonstrate. Bob is beginning an analysis of Channel 6 operating procedures. The Communications Advisory Committee is meeting every other month, but their next meeting will be April 4th. The Planning Board heard one application for 81 Front Street, a multifamily site plan review. There were some questions about parking spaces and seminary lane and the Planning Board tabled that to Feb 27 while the Town Planner speaks with Town Counsel regarding Seminary Lane. Dave Sharples gave a Master Plan update: of 67 specific action items, 66 are completed or being worked on. Only one has not begun: a Complete Streets policy planned for 2025. A Master Plan update is in the CIP for 2028, but we could possibly move it earlier. At the Housing Advisory Committee, we talked about the tax exemption and the new tax committee. Mr. Sharples went through proposed ordinance updates. Nick Taylor of the Workforce Housing Coalition, Julie Gilman, and State rep had a back and forth. We looked at our goals for 2024. We will look at current NH legislation and how it could help Exeter. There's a potential expansion of units for Exeter Housing Authority. There's a future potential at the Crossroads property for affordable housing. There are zoning changes planned for 2025.
 - ii. Ms. Cowan had no report.
 - iii. Mr. Chartrand had no report.
 - iv. Mr. Papakonstantis met with the Trustees of the Trust Funds and the Swasey Park Trustees at their dual meeting.
 - v. Ms. Gilman attended the Housing Advisory Committee meeting. There are a lot of good ideas coming out of legislation and what we want to see next year. She gave an update on State issues.
- e. Correspondence

- i. An email between Greg Bisson and an individual looking to volunteer at the current Parks and Rec office second floor. Ms. Belanger said she was concerned about liability but she saw that there was insurance.
- ii. A revaluation update from MRI. Ms. Belanger said questionnaires went out but there's nothing on our website so people were asking questions. Mr. Dean said there was something on the website, he'll look into it.
- iii. Correspondence between the Chair of the Trustees of the Trust Fund and the Chair of the Swasey Parkway Trustees regarding a disbursement.
- iv. The NHMA Legislative Bulletin

10. Review Board Calendar

- a. The next meetings are Feb 26, March 4, and March 18. On Feb 27 the Pickpocket Feasibility Presentation is at Town Hall, 7 PM. March 12 is the town election.

11. Non-Public Session

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

12. Adjournment

MOTION: Ms. Belanger moved to adjourn. Ms. Gilman seconded. The motion passed 5-0 and the meeting was adjourned at 9:52 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments

Resignations

Discussion/Action Items

Pairpoint Park Update



TOWN OF EXETER, NEW HAMPSHIRE

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

2/23/2024

Shoreland Inspector
New Hampshire Department of Environmental Services
29 Hazen Drive
PO Box 95
Concord, New Hampshire 03301-0095

Re: New Hampshire Department of Environmental Services (NHDES)
Shoreland Permit Application
Pairpoint Park, 11 Water Street (Tax Map 72, Lot #39)
Exeter, New Hampshire

Dear Shoreland Inspector:

This letter transmits an NHDES Shoreland Permit by Notification Application for proposed impacts within the 250-ft protected shoreland, 150-ft woodland buffer zones, and 50-ft waterfront buffer zones of Squamscott River in Exeter, New Hampshire. The impacts are associated with the proposed sand and gravel fill to be installed for a new public waterfront park along Water Street in Exeter, NH. The Town of Exeter is filing this Application as the applicant, and will also copy the Town of Exeter as a notification that a permit application has been filed with the State that includes jurisdictional impacts within the municipality.

The proposed project includes the installation of sand and gravel mix to fill an abandoned cellar hole that is undermining the abutting public sidewalk along Water Street. In addition, a safety fence will be installed on top of the existing retaining wall that delineates the bank of the Squamscott River. The existing site is a grass lot with no trees or saplings, thus a zero point score in accordance with the Vegetation Management Fact Sheet. An existing retaining wall abuts the property and the Squamscott River and is not proposed to be impacted further than a fence installation (See **Figure 3**). The installation of the sand and gravel mixture to the cellar hole will protect the existing public sidewalk and allow safe public foot access to the site and waterfront in a highly trafficked area along Water Street. The proposed work will include silt sock installation along the existing retaining wall during construction and exposed soils will be seeded and straw mulched. Any fertilizer used shall be a slow or controlled release product.

Refer to **Figure 3 – Shoreland Impact Plan** for details.

A summary of the proposed shoreland impacts is provided below.

Town	Waterbody	Shoreland Zone (ft)	Shoreland Impact (SF)
Exeter	Squamscott River	50	662
		150	235

		250	-
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If you have any questions, please contact Mr. David Short at 603-944-1116 or at dshort11@myfairpoint.net.

Very truly yours,

Niko Papakonstantis
Exeter Select Board Chair

Attachments: Shoreland Permit by Notification Form
Abutters List
Photo Log
Figure 1 - Locus Plan
Figure 2 - Tax Maps
Figure 3 - Shoreland Impact Plan



SHORELAND PERMIT BY NOTIFICATION (PBN) ELIGIBILITY AND CHECKLIST



Water Division/Land Resources Management
Shoreland Program

[Check the Status of your PBN](#)

Keep this page for your reference; do not submit with your application.

Please read this checklist and confirm that your project meets the qualifications for a Shoreland Permit by Notification (PBN). Note that if a PBN is rejected, there is no process for adjustment, and the fee will **not** be returned.

ELIGIBILITY

Your project must meet **EACH** of the following statements to qualify for the simplified PBN process:

- The project **does not** include work in the water or within the bank of a waterbody, such as a dock, boathouse, or retaining wall; the project is not within the [100-foot tidal buffer zone](#); and the project does not include beach sand replenishment.
- The project **does not impact** more than 1,500 square feet or result in a net increase of more than 900 square feet of [impervious area](#). "Project" is defined as the full scope of development activities that are proposed to take place on a parcel of property within 5 years of the application date. These square footage limits do not apply to project types 2, 3, and 4 listed in Section 5.
- The project **has not** already begun or been completed. After-the-Fact projects must be reviewed as Shoreland Permit Applications.
- The project **does not** include the modification, expansion, or redevelopment of a [nonconforming structure](#). These projects typically require a More Nearly Conforming Request and review as Shoreland Permit Applications. Note that exceptions **may** apply to some projects involving decks attached to nonconforming primary structure. Contact the Shoreland Program for more information.

Does your project proposal meet **ALL** of the statements above?

- YES. Proceed to completing the Shoreland PBN form below.
- NO. You cannot use this form – you must use the standard [Shoreland Permit Application Form](#) and/ or a [Wetlands Permit Application form](#).



UNSURE?

- Check the [List of Activities That Do Not Require Shoreland Permitting](#).
- See the Shoreland Program's [Vegetation Management Fact Sheet](#) and [Frequently Asked Questions](#).
- Contact the Shoreland Program at shoreland@des.nh.gov or call (603) 271-2147 to speak with a Shoreland Specialist.

INSTRUCTIONS

Mail your complete application form and supporting materials to: NHDES Shoreland Program, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095.

To increase the chances of your PBN being accepted, ensure that you have completed the following:

- The property owner has read and signed the form and initialed the conditions and certifications in Sections 9 and 10.
- The notification includes a check with the correct fee, per Section 6.
- The notification includes photos of each area that will be impacted, per Section 7.
- The notification includes a complete plan of the proposed work in accordance with Section 8 of the PBN Form.

WHAT TO EXPECT

The New Hampshire Department of Environmental Services (NHDES) will review your notification within five business days and email (if provided) or mail you a copy of the accepted notification or a notice of rejection.



SHORELAND PERMIT BY NOTIFICATION (PBN) NOTIFICATION FORM

Water Division/Land Resources Management
Shoreland Program



[Check the Status of your PBN](#)

RSA/Rule: RSA 483-B/Env-Wq 1400

Administrative Use Only	Administrative Use Only	<input type="checkbox"/> PBN Accepted, Expires:	
		<input type="checkbox"/> PBN Rejected	Reviewer's Initials:
		File No.:	Admin's Initials:
		Check No.:	Amount:

This form requests authorization to excavate, fill, or construct new structures within the protected shoreland, which is 250 feet landward of the reference line of public waters, as regulated under RSA 483-B. Refer to the cover sheet to determine your eligibility to use this form in lieu of the standard Shoreland Permit Application. **Please note:** Notification packages missing required components will be rejected and the fee will not be returned.

SECTION 1 - PROPERTY OWNER (RSA 483-B:5-b; Env-Wq 1406.17)			
LAST NAME, FIRST NAME, M.I.: Papakonstantis, Niko, Town of Exeter Select Board Chair			
MAILING ADDRESS: 10 Front Street	TOWN/ CITY: Exeter	STATE: NH	ZIP CODE: 03833
PHONE: 603-773-6112	EMAIL: npapakonstantis@exeternh.gov		
SECTION 2 - PROJECT LOCATION (RSA 483-B:5-b; Env-Wq 1406.17)			
ADDRESS: 23 Water Street	TOWN/ CITY: Exeter	STATE: NH	ZIP CODE: 03833
WATERBODY NAME: Squamscott River	TAX MAP/ LOT: 72-39		
SECTION 3 - CONTRACTOR OR AGENT (Env-Wq 1406.17)			
LAST NAME, FIRST NAME, M.I.: [REDACTED]			
MAILING ADDRESS: [REDACTED]	TOWN/ CITY: [REDACTED]	STATE: [REDACTED]	ZIP CODE: [REDACTED]
PHONE: [REDACTED]	EMAIL: [REDACTED]		
SECTION 4 - PROJECT DESCRIPTION (Env-Wq 1406.17)			
Provide a brief description of the proposed project including square footage of impacts and dimensions of new structures.			
The proposed project includes the installation of sand and gravel mix to fill an abandoned cellar hole that is undermining the abutting public sidewalk along Water Street. In addition, a safety fence will be installed on top of the existing retaining wall that delineates the bank of the Squamscott River.			
TOTAL SQUARE FEET OF IMPACT: 897 TOTAL SQUARE FEET OF NET CHANGE IN <u>IMPERVIOUS</u> AREA: 0			
Total impact area is determined by the sum of all areas disturbed by excavation, fill, and construction. Examples include, but are not limited to: constructing new driveways, constructing new structures, removing or replacing structure foundations, grading, and installing a new septic system or well.			
SECTION 5 - PBN CRITERIA (RSA 483-B:5-b; Env-Wq 1406.05)			
Check one of the following project type criteria.			

shoreland@des.nh.gov or (603) 271-2147

NHDES Shoreland Program, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095

www.des.nh.gov

<p>1. This project impacts less than 1,500 square feet in total, with a net increase in impervious area, if any, of no more than 900 square feet. <i>PBN Impact Limit: 1,500 square feet/ Fee: \$400.</i></p>	
<p><input type="checkbox"/> 2. This project is proposed for the purpose of stormwater management improvements, erosion control, or environmental restoration or enhancement. <i>PBN Impact Limit: None/ Fee: \$200.</i></p>	
<p><input type="checkbox"/> 3. The project is for the maintenance, repair, and improvement of public utilities, public roads, and public access facilities. <i>PBN Impact Limit: None/ Fee: \$400.</i></p>	
<p><input type="checkbox"/> 4. The project consists of geotechnical borings, test wells, drinking water wells or is a site remediation project and meets the requirements of Env-Wq 1406.05. <i>PBN Impact Limit: None / Fee: \$400.</i></p>	
<p>SECTION 6 - FEE (RSA 483-B:5-b; Env-Wq 1406.16)</p>	
<p>Consult Section 5 to determine fee. Make checks and money orders payable to "Treasurer - State of NH". Undated checks cannot be accepted. TOTAL FEE: \$400</p>	
<p>SECTION 7 - PHOTOS (RSA 483-B:5-b; Env-Wq 1406.16)</p>	
<p><input checked="" type="checkbox"/> Dated photographs of each area proposed to be impacted are required for all projects.</p>	
<p>SECTION 8 - PLAN REQUIREMENTS (RSA 483-B:5-b; Env-Wq 1406.16) Check YES or NO to all statements, and review the applicable plan requirements. If your plans do not include the information that is required, your notification will be rejected.</p>	
<p><input checked="" type="checkbox"/> YES</p>	<p>Required for all projects: A clear and detailed plan of work depicting, at a minimum, all impact areas, the reference line, and property lines. Plans that are not to scale must show all relevant dimensions and distances from the reference line and dimensions.</p>
<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>	<p>This project proposes an increase in impervious (i.e. non-permeable) area. Plans must include the dimensions and locations of all existing and proposed impervious surfaces on the lot that are within 250 feet of the reference line. Decks are typically considered impervious.</p>
<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>	<p>< 20% This project proposes an increase in impervious area, and the total post-construction impervious area on the lot within 250 feet of the reference line will not exceed 20%.</p>
<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>	<p>20 – 30% This project proposes an increase in impervious area such that the total impervious area of the lot within 250 feet of the reference line will be greater than 20% but less than 30%. Plans must include a stormwater management system that will infiltrate increased stormwater runoff from development per RSA 483-B:9, V(g)(2) and in accordance with Env-Wq 1500.</p>
<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>	<p>> 30% This project proposes an increase in impervious area such that the total impervious area on the lot within 250 feet of the reference line will be greater than 30%. Plans must include a stormwater management system designed and certified by a professional engineer to account for all new development, and plans must demonstrate how the vegetation point score is met per RSA 483-B:9, V(g)(1,3).</p>
<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	<p>This project proposes impacts within 50 feet of the reference line. Plans and photos must show each area of the waterfront buffer that will be impacted, including groundcover, and calculate the tree and sapling point scores in accordance with the Vegetation Management Fact Sheet.</p>
<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>	<p>This project proposes impacts between 50 and 150 feet of the reference line. Plans must depict the 25% area of the woodland buffer to be designated and maintained as natural woodland. See the Vegetation Management Fact Sheet.</p>
<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>	<p>This project proposes to install or expand an accessory structure, such as a patio or shed, within 50 feet of the reference line. All plans <i>must</i> demonstrate that the height, size, and setback limitations for accessory</p>

shoreland@des.nh.gov or (603) 271-2147

NHDES Shoreland Program, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095

www.des.nh.gov

	structures will be met. These limitations are described within the Accessory Structure Fact Sheet . The shoreland frontage on this lot is: linear feet. N/A – There is no direct frontage on this lot.	
<input type="checkbox"/> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	This project proposes a pervious (i.e. permeable) surface technology. Plans must include the location and type of the surface and a cross-section depicting the construction method, materials, and specifications as to how this surface will be maintained as a pervious technology. The notification must also include a maintenance plan describing how the surfaces will be maintained pervious.	
SECTION 9 - CONDITIONS (Env-Wq 1406.20; RSA 483-B:9, V, (d))		
Initial each of the required conditions below.		
<p>NP 1. Erosion and siltation control measures shall: be installed prior to the start of work; be maintained throughout the project; and remain in place until all disturbed surfaces are stabilized.</p> <p>NP 2. Erosion and siltation controls shall be appropriate to the size and nature of the project and to the physical characteristics of the site, including slope, soil type, vegetative cover, and proximity to wetlands or surface waters.</p> <p>NP 3. No person undertaking any activity in the protected shoreland shall cause or contribute to, or allow the activity to cause or contribute to, any violations of the surface water quality standards established in Env-Ws 1700 or successor rules in Env-Wq 1700.</p> <p>NP 4. Any fill used shall be clean sand, gravel, rock, or other suitable material.</p> <p>NP 5. For any project where mechanized equipment will be used, orange construction fence shall: be installed prior to the start of work at the limits of the temporary impact area as shown on the plans approved as part of a permit or accepted as part of the permit by notification; be maintained throughout the project; and remain in place until all mechanized equipment has been removed from the site.</p>		
SECTION 10 - CERTIFICATIONS (Env-Wq 1406.18)		
Initial each of the required certifications below.		
<p>NP 1. The property owner shall sign the notification form below.</p> <p>NP 2. The signature(s) shall constitute certification that: the information provided is true, complete, and not misleading to the knowledge and belief of the signer; the signer understands that any permit by notification obtained based on false, incomplete, or misleading information is not valid; the project as proposed complies with the minimum standards established in RSA 483-B:9, V and will be constructed in strict accordance with the proposal; the signer accepts the responsibility for understanding and maintaining compliance with RSA 483-B and these rules; the signer understands that an accepted shoreland permit by notification shall not exempt the work proposed from other state, local, or federal approvals; the signer understands that incomplete notifications shall be rejected and the notification fee shall not be returned; and the signer is subject to the applicable penalties in RSA 641, <i>Falsification In Official Matters</i>.</p> <p>NP 3. The signature of the property owner certifies that the property owner has authorized the agent to act on the property owner's behalf for purposes of the notification. (<input checked="" type="checkbox"/> Not Applicable)</p>		
SECTION 11 - REQUIRED SIGNATURE (RSA 483-B:5-b; Env-Wq 1406.18)		
SIGNATURE (OWNER): 	PRINT NAME LEGIBLY: Niko Papakonstantis	DATE:
SIGNATURE (AGENT, IF APPLICABLE): 	PRINT NAME LEGIBLY: 	DATE:



Pairpoint Park
23 Water Street, Exeter, New Hampshire
Appendix B - Parcels Intersecting Project Area

Exeter
Tax Map-Lot
72-38
72-40
72-09
72-10
72-11



Pairpoint Park
 23 Water Street, Exeter, New Hampshire
Appendix C – Shoreland Impact Table with Photographs

Protected Shoreland – Squamscott River	Proposed Impact
<p>Protected shoreland on the Squamscott River, Exeter.</p>	<p>50' Protected Shoreland: 0 150' Protected Shoreland: Approximately 662 SF of impact for filling in abandoned cellar hole. 250' Protected Shoreland: Approximately 235 SF of impact for filling in abandoned cellar hole.</p>
<p>1. Looking southwesterly at abandoned cellar hole within the 50 and 150-ft shoreland zone.</p> 	<p>2. Looking westerly from the Water Street public sidewalk at abandoned cellar hole within the 50 and 150-ft shoreland zone.</p> 
<p>3. Looking northeasterly from the Water Street public sidewalk at the abandoned cellar hole with the 50 and 150-ft shoreland zone. Squamscott River is shown in the background.</p> 	<p>4. Looking southeasterly from the existing retaining wall at the existing grass lot.</p> 
<p>5. Looking southeasterly from the existing retaining wall at the existing grass lot with abandoned cellar hole within the 50 and 150-ft shoreland zone.</p>	<p>6. Looking northeasterly at the existing retaining wall where the proposed safety fence will be installed along the Squamscott River.</p>



Pairpoint Park
23 Water Street, Exeter, New Hampshire
Appendix C – Shoreland Impact Table with Photographs

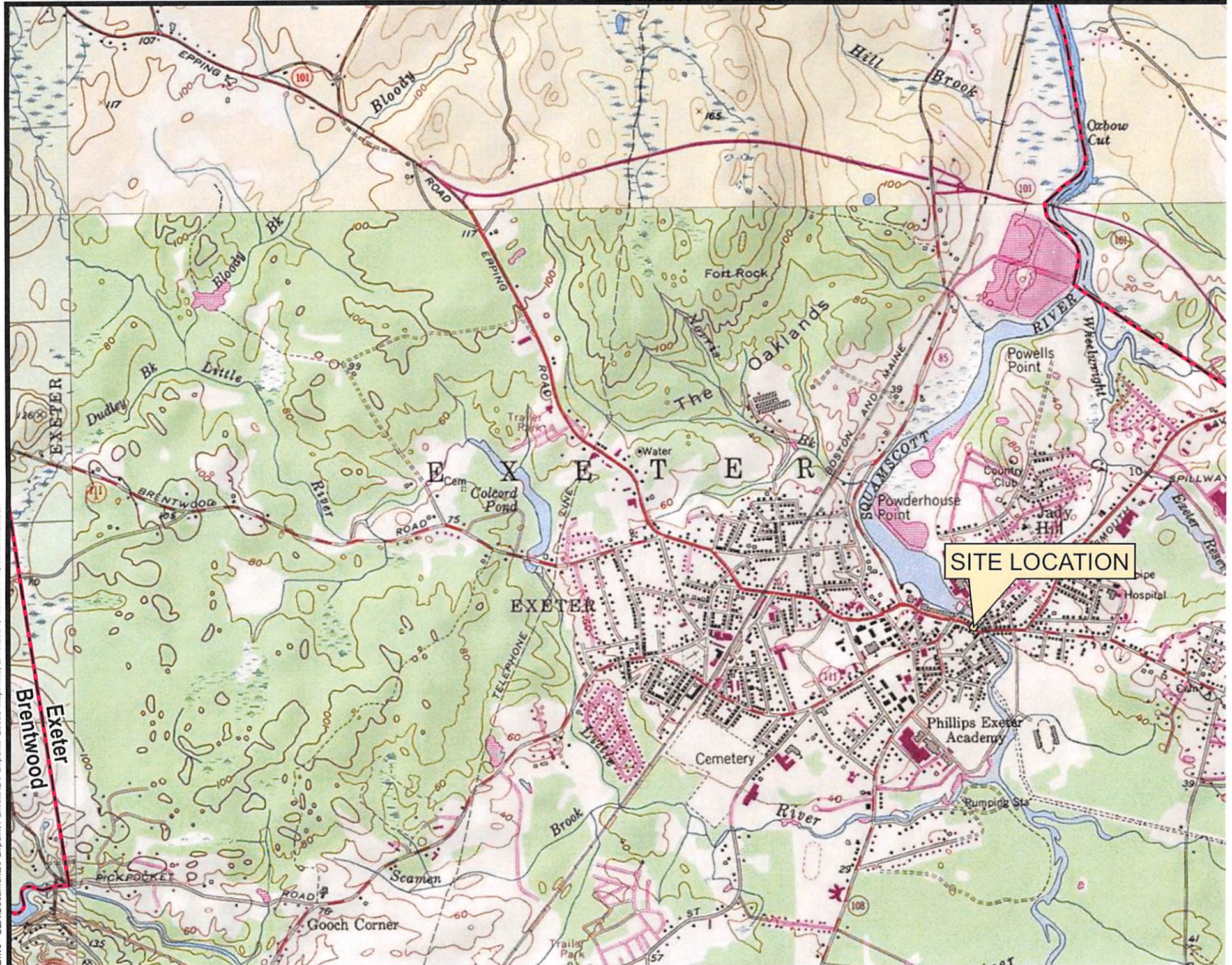


7. Looking northwesterly at the existing retaining wall where the proposed safety fence will be installed.



8. Looking easterly from the Squamscott River at the existing retaining wall.



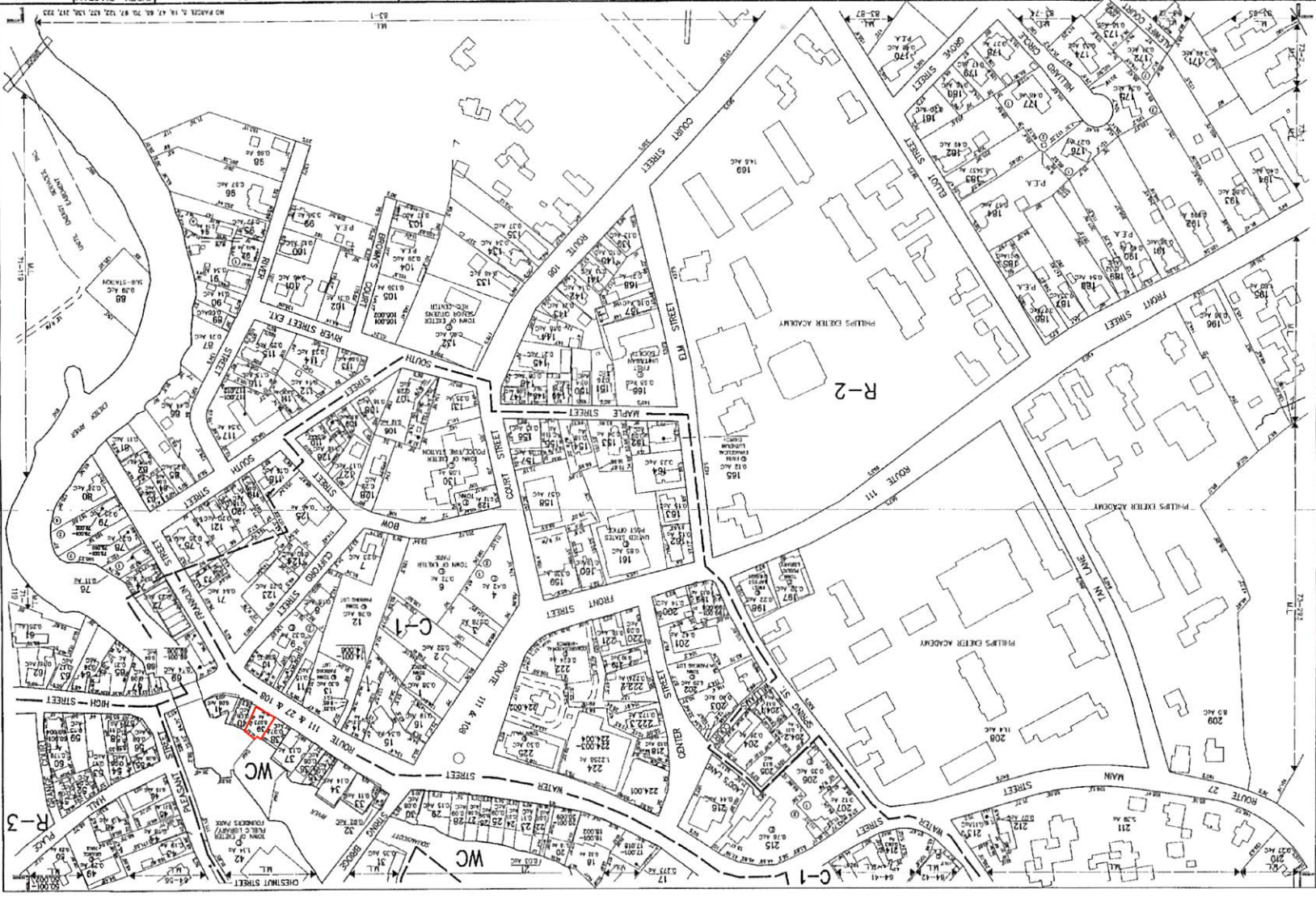


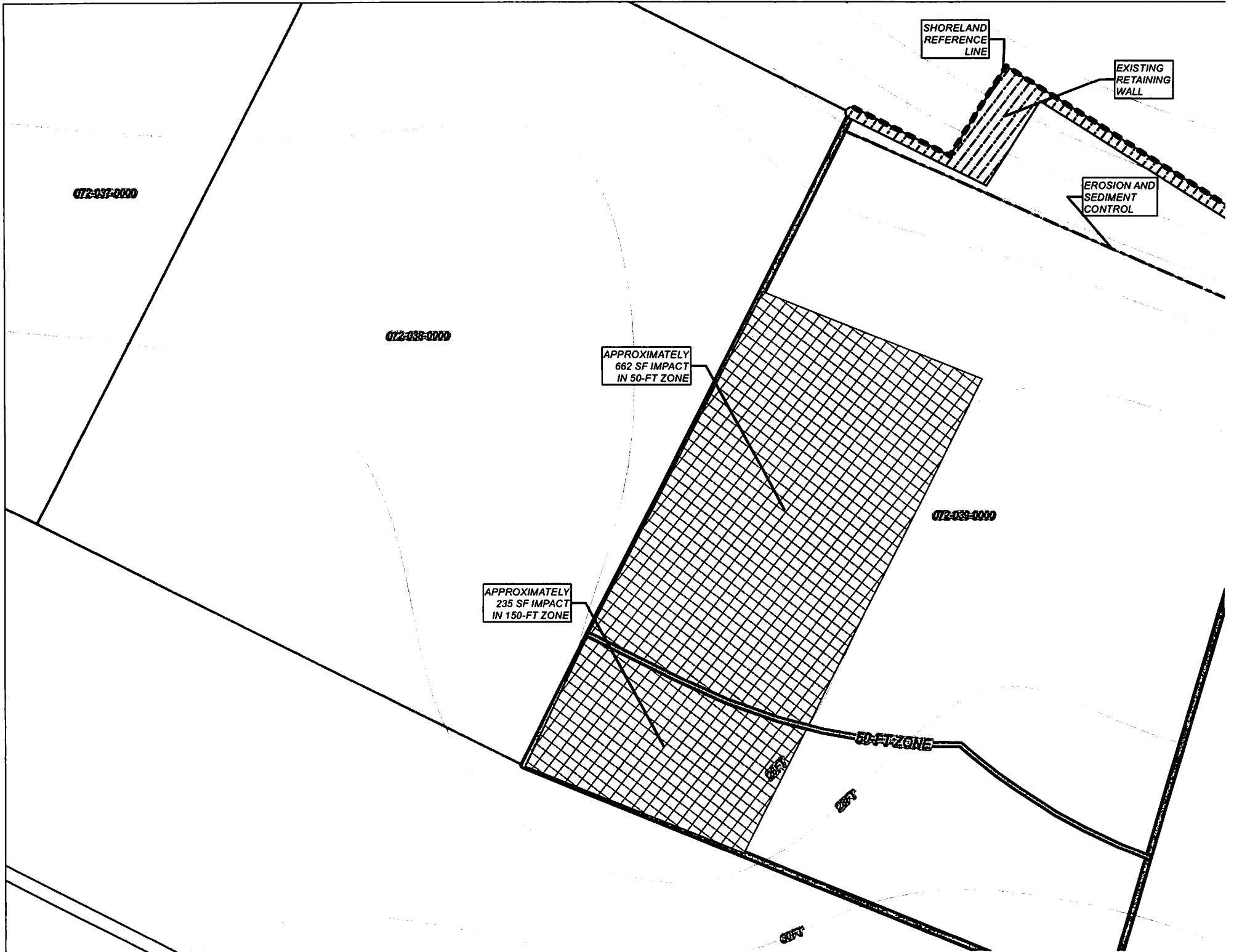
SITE LOCATION

THIS MAP IS FOR ASSIGNMENT PURPOSES. IT IS NOT VALID FOR ANY OTHER PURPOSES.
BE HORIZONTAL DURING THE NEW HAMPSHIRE STATE
PLANS COMPARATIVE SYSTEM
MARCH 28, 1990
COMPLETION DATE

PROCESSED BY THE
MAPS
LEGEND
SCALE 1" = 100'
REVISIONS
REVISED TO: APRIL 1, 2021
NEW HAMPSHIRE
PROPERTY MAPS
INDEX DIAGRAM
MAP NO. 72

INDEX DIAGRAM
MAP NO. 72





SHORELAND
REFERENCE
LINE

EXISTING
RETAINING
WALL

EROSION AND
SEDIMENT
CONTROL

072-037-0000

072-038-0000

APPROXIMATELY
662 SF IMPACT
IN 50-FT ZONE

072-039-0000

APPROXIMATELY
235 SF IMPACT
IN 150-FT ZONE

50-FT ZONE

50 FT

50 FT

50 FT

Select Board Special Meeting
Thursday, December 28, 2023
8:00 am
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members Present: Chair Niko Papakonstantis, Clerk Julie Gilman, Dan Chartrand, Nancy Belanger, Town Manager Russ Dean, ATM Melissa Roy

Members Absent: Vice Chair Molly Cowan

2. 3rd Public Hearing: RSA 41-14-a Proposed Acquisition of 23 Water Street (Map 72, Lot 39) from Pairpoint, LLC, owners Elliot Berkowitz and Nancy Phillips, for the purposes of retaining the property as a public park. To be followed by a vote under RSA 41-14-a.

Selectman Chartrand recused himself from this matter. This left 3 of the 5 Select Board members, still constituting a quorum.

MOTION: Chair Papakonstantis requested a Motion to open the hearing. Selectwoman Belanger made the motion. Clerk Gilman seconded. Motion approved 3-0.

Chairman Papakonstantis said on December 4 or 5 he was formally notified by the Town Manager that Elliott Berkowitz and Nancy Phillips proposed this donation. In order to follow the RSA, before scheduling the 3 Public Hearings, the Planning Board, Heritage Commission, Historic District Commission and Conservation Commission needed to hear, approve and vote to recommend this proposal to the Select Board. This was completed within 24 hours, which is a testament to the dedication and commitment of the volunteers of these committees. December 8th was the 1st Public Hearing, held in the Nowak Room at 8:00 am. The 2nd Public Hearing was held on December 18th as part of the regular Select Board meeting. Today is the 3rd Public Hearing and Select Board vote. The Select Board had a lot of questions, looked at the property, easements, Legal Counsel has reviewed and the Town Manager was provided with questions to provide answers to.

Town Manager Dean said there is a memo in the packet reviewing the questions from the Select Board at the last meeting on December 18th.

What can we anticipate in lost property value if the property is not developed?

What is the cost to construct the park/green space?

What is the cost to maintain the site as a park/green space?

Town Manager Dean referred to the memo to answer the questions.

Property Value: To address the property value question, various adjacent properties in the Vision system were reviewed:

1-9 Water Street

11 Water Street

27-31 Water Street

23 Water Street is currently assessed at \$237,600 as a vacant lot. If the 23 Water Street property is developed with building and land valued at \$2 million, taxes generated on the property given the current tax rate of \$26.78 would be \$53,560 annually.

Pairpoint's estimates for property investment including land totaled \$2,174,563 in the RSA 79-E application submitted April 9, 2020, and present to the Select Board on May 4, 2020. It should be noted that in the original 79-E application, 7 years of property relief was granted to the property. Therefore, any tax revenues would be realized from new construction after 7 years have passed from the construction completion date.

Donation of the site as a park to the Town, would extinguish the 79-E tax relief for the site.

Cost of Construction: The cost to construct the green space can be anywhere from simply putting up a fence around the property with a gate for approximately \$15,000 to constructing a very attractive, flat space with high quality amenities. Jen Martel, a member of our Planning Board and a landscape architect, developed a cost estimate for a park, or \$353,890 including survey & design, site improvements, temporary conditions, and including a contingency. These are "very ballpark" numbers but give a representation what a full park development may look like.

Chair Papakonstantis opened the meeting to the public requesting name and address.

Jim Culp, 7 Dewey Street: Mr. Culp said he sent in comments yesterday. He asked if the Board saw them. They replied yes. He said this is a large expense and spoke of the loss of tax revenue. He said the vote should not take place without further review due to the financial impact on voters/residents.

Chair Papakonstantis said all new emails will be included in the next Select Board packet. He said the Select Board has the authority to accept a donation, but any major expenditures would go on a warrant for voters to approve.

Lara Bricker, Coach Road: Ms. Bricker said the 23 Water Street location is the murder scene in her new book. She said the property is an eye-sore to the downtown and this is an opportunity to do something about it through donations. She thanked Mr. Berkowitz and Ms. Phillips, well-known business owners, deliberate in business, care about Exeter.

Sally Ward, 72 Park Street: Great opportunity for the Town. She said she understands the process has been unusual and sped-up, but thinks the process has been transparent and all due diligence has been done. She is impressed with the spirit of volunteerism and dedication to the Town. She thinks it will be a beautiful addition downtown. Nothing has been done since the fire. She can imagine the lovely park.

Eileen Flockhart, 7 Jacks Court: Ms. Flockhart spoke of protecting/preserving green spaces that residents value. This is an opportunity to improve and create, making a welcome to all. She spoke of accessibility to everyone, especially ADA. She spoke of value of outside spaces during Covid and the value of beautiful spaces. She said respecting and appreciating the gift is important. She said it could be a plus for business owners. She spoke of watching the river and the wildlife along the river. If it is done carefully and respectfully it won't be a burden to tax payers.

Doug Flockhart, 7 Jacks Court: Mr. Flockhard remembered the fire that caused the vacant lot 30 years ago. He spoke about the economic view – loss of tax revenue if not developed vs. improve tax revenue due to improving value of properties downtown. He also spoke of the enjoyment of downtown.

Scott Ruffner, 11 Hall Place: Mr. Ruffner compared this gift to that of Ambrose Swasey – what if that gift was not accepted? He said this is an opportunity and is a generous donation. He spoke of opportunities, volunteers, grants, donations available. He said the Arts & Culture Advisory Commission has been working on pocket parks and this is a great opportunity. He said he spoke with downtown business owners – their concerns are based on the burden of more construction downtown.

Enna Grazier, 8 Warren Avenue: Added her support for the park. Compared looking at lost tax revenue to lost opportunities and value of public spaces to tie our community together. This is an opportunity for a window to the river, environmental resource for community enrichment.

Martha Walsh, 27 Chestnut Street: She said she walks downtown every day. She thanked Mr. Berkowitz and Ms. Phillips for their generous offer and thanked the Boards, Committees and Commission for their quick actions.

Molly Ruffner, 11 Hall Place: Thanked Mr. Berkowitz & Ms. Phillips for their generous offer. She said she's sure the dollar numbers have increased since the 2020 building quotes. Rent is downtown Exeter is already high.

Florence Ruffner, 5 Pine Street: Ms. Ruffner said she is in favor of acceptance of the project and thanked Mr. Berkowitz and Ms. Phillips.

Sally Ward, 72 Park Street: She said she thinks not enough has been done to embrace the river front and this is a gem of an opportunity.

Dave Short, 1 Dewey Street: Mr. Short wants to make sure the Board is working with accurate data based on the slope of the land regarding ADA compliance and regarding cost.

Donald's iPhone via ZOOM – unable to connect. (Assuming Don Clement) Clerk Gilman called Mr. Clement's phone – she put her phone to the microphone, but it did not work.

Jen Martel via ZOOM – she texted Selectwoman Belanger saying she could hear everyone in the room as well as Mr. Don Clement.

Eileen Flockhart, 7 Jacks Court: She read information being sent with regard to this project. She is struck by the generosity and help offered. She said there is concern regarding care of the park after construction. There is opportunity and potential.

Selectwoman Belanger emailed, then called Jen Martel – allowed to speak through phone into microphone. Jen Martel, 22 Woodridge: Ms. Martel is a member of the Planning Board. She is also a landscape architect. She prepared the estimate, but don't get hung up on \$350,000, as it was an estimate. The important number is \$18,000 to stabilize the site for safety. She appreciates the enthusiasm she's hearing. She hopes this support is also shared for Planet Playground.

Chair Papakonstantis confirmed the prior call was from Don Clement. He summarized a conversation he had with Mr. Clement as "Don hoped that the Select Board considered the donation and the opportunity that it can bring."

Bill Campbell, 7 River Woods Drive: Mr. Campbell appreciates the comment regarding ADA. He said this is a gem of an opportunity. He said financially the Town tends to work things out.

MOTION: Chair Papakonstantis requested a motion to close the Public Hearing. Motion was made by Chairwoman Belanger and seconded by Clerk Gilman. The motion was accepted 3-0.

Clerk Gilman said she appreciates the offer for the donation. She noted the support and said she will listen to the majority. She said she has reviewed the reality of ongoing cost. In her professional life as an architect she doesn't consider this the best use of the property. She spoke of development cost estimate, engineering costs of change in level from road to river and ADA requirements, removal of granite (reuse vs. removal).

Selectwoman Belanger said she recognizes this is a rushed process. She thanked Mr. Berkowitz and Ms. Phillips for the donation and for everyone coming to the meetings. She referred to Selectwoman Molly Cowan's point regarding tax revenue loss. She asked Town Manager Dean about the deed. He assured that there would be no issues with the deed. Ms. Belanger said she is fine with accepting the donation as a park and putting up a fence for now. She thanked Jen Martel for the estimate. She suggested putting the park on as a CIP item, look at grants and volunteers. She was also concerned about the impact on the Parks and Recreation Department and their current budget. She said Town Planner Dave Sharples has been working on a bench project. Thank you to everyone here.

Chair Papakonstantis thanked Mr. Berkowitz and Ms. Phillips for their generous donation, the volunteers of the Boards, Committees, Commissions, Town Staff, Select Board Members for due diligence in working together to make this happen. Thank you for the outpouring of support of this great opportunity. He agrees with Selectwoman Belanger that this would become a CIP project. We will seek grants, donations and volunteers. He referred to Planet Playground being built by volunteers. He said we will continue to look into liability through Primex Insurance. Chair Papakonstantis said it is the Select Board's responsibility to look into all information and get residents together regarding all projects, then listen to the voters and what they want. As Mr. Campbell said, "We'll work out the rest."

Selectwoman Belanger asked if the deed will be filed today or tomorrow. Town Manager Dean said the deed would be filed first thing tomorrow morning, plans are in process.

MOTION: Chair Papakonstantis entertained accepting the following motion: The Select Board accept the proposed donation of 23 Water Street, Map 72, Lot 39 from Pairpoint, LLC, owners Elliott Berkowitz and Nancy Phillips, and that the Select Board further approve this property to be used in the future as a park, and that the Select Board approves that the Pairpoint name is used as the name of the park, as requested by the donors, that the Select Board further authorize the Town Manager to work with the Town Planner and other various Town staff to develop a formal plan for 23 Water Street, for that plan to be placed as a Capital Improvement Project in line behind the other existing projects, and authorizing the Town Manager to move forward with developing a formal plan and also for the Select Board to consider all other fundraising donations, donations of time and lastly, once a formal plan is developed, the Select Board will consider organizing an ad hoc committee of staff and citizens of Exeter appointed by the Select Board to finalize the formal plan of development of the park.

Selectwoman Belanger motioned to accept the Motion presented by Chair Papakonstantis and Clerk Gilman seconded with the request to amend "future" to "perpetuity".

AMEND MOTION: Chair Papakonstantis entertained amending the motion to replace the word "future" with "perpetuity". Selectwoman Belanger motioned to accept the amended motion and Clerk Gilman seconded. Motion approved 3-0.

3. Adjournment

Chair Papakonstantis adjourned the meeting at 9:04 am.

(Second item on agenda deferred to next Select Board Meeting.)

Respectfully submitted,

Pam McElroy
Senior Executive Assistant

Exeter Select Board
10 Water St.
Exeter, NH 03833

January 29, 2024

To the members of the Select Board,

This is what we propose for the development of Pairpoint Park:

Parks and Recreation Department Director Greg Bisson shall direct and work with the Pairpoint Park Citizens Committee (current members listed below, the "Committee") to proceed with development of Pairpoint Park on the land recently donated to the Town situated at 23 Water St.

Phase 1 shall include obtaining any necessary permits, stabilization of the site, installation of a fence on top of the river wall, and removal of the fence from along the sidewalk.

The Committee shall obtain donations of labor, materials and funds for development of the Park.

Director Bisson shall keep the Board of Selectmen fully informed as development of the Park progresses.

Committee Members:

Greg Bisson
Lara Bricker
Eileen Flockhart
Steve Hermans
Conor Madison, Natural Resource Specialist
Jennifer Martel, Landscape Architect
Nancy Phillips
Florence Ruffner
Molly Ruffner
Scott Ruffner
Dave Short
Keith Whitehouse

Sincerely,

Pairpoint Park Citizen's Committee

Master Plan Update – Dave Sharples, Town Planner



TOWN OF EXETER

Planning and Building Department

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

www.exeternh.gov

Date: February 2, 2024
To: Russell Dean, Town Manager
From: Dave Sharples, Town Planner
Re: Master Plan Analysis Update

I'm writing this memorandum in response to your request to update my 2021 Master Plan Analysis. When completing the update, I followed the same format as I did in 2021. I examined each of the Action items within the Master Plan and decided the item's status. I used three categories to define the status of each task. I chose that the item was either completed, being worked on, or work has not begun. While "completed" and "being worked on" are two different determinations, they can be viewed as being essentially the same for the sake of this analysis. Many of the action items are something that Exeter should continue to do so they may never be completed.

I provide a summary of my findings below. I have also attached my in-depth look at each action item by describing the status of the task and what has been done to accomplish it. I also have modified the attached Action Agenda for an at-a-glance look at each item's status. The numbers in my analysis correspond to the numbers in the Action Agenda.

Summary

- There is a total of sixty-seven (67) specific action items in the Master Plan.
- Sixty-six (66) of them are either completed (23) or being worked on (43).
- One (1) item has not begun.

Based upon my analysis, significant progress has been made with all but one task either completed or being worked on. The only item that remains is to conduct a Complete Streets Policy which is in the CIP for funding in 2025. I believe this is a testament to the dedication of Exeter's engaged residents, business owners, town staff, and elected and appointed officials. I believe it is time to start considering an update to the Master Plan. In anticipation of this, I put an update to the Master Plan in last year's CIP for funding in 2028. There may be a need to start the process sooner based upon what has been accomplished since 2018 and that is a discussion I would welcome when we review the CIP later this year.

Thank you.

enc (2)

Master Plan Action Agenda Analysis January 2024

SUPPORT: Standing behind and helping the people who live, work and visit Exeter is essential to maintaining our quality of life. People of all ages and backgrounds should have access to basic goods and services, sound infrastructure, a safe place to live, and chances to gather with friends and family.

1. This item has been completed. The town partnered with the PRC in 2022 to conduct an age-friendly survey. The survey data provided the town with the unmet needs of our seniors in the community: Transportation and Informational resources. 1) The lack of transportation in the community for seniors is a major problem for our seniors; there is only one taxi company and limited bus transportation. The taxi prices have made it unaffordable for those on limited income 2) The need for more informational resources resulted in Exeter Parks and Recreation creating the Exeter Senior Resources guide. The simple fact is that the community seniors had no place to go to find all the valuable resources that our area agencies offered. The seniors did not want a digital copy; they enjoyed a printed copy they could keep. The department has distributed those at various locations around town. Lastly, the data and the Senior Council work have helped the town be accepted into the AARP Age-Friendly community network. This will open up the grant opportunities through AARP.
2. This item has been completed. While a 6-year CIP plan has not been formally developed, the Recreation Department has been utilizing the existing CIP to identify and prioritize projects. Through this process, Exeter Parks and Recreation has been chipping away at recreation facilities, trying to prioritize the community's needs by mainly focusing on safety, accessibility, and general maintenance. The Department will be looking into doing a supplemental recreation master plan with a third party that will help guide facility and program needs once 10 Hampton Rd is renovated. The needs assessment was completed in 2015, and a new master plan will help the department move forward. The lack of an accessible indoor facility has slowed the growth of recreation programming.
3. This item has been completed. The Recreation department has evaluated recreational needs as part of the 2019 Recreation Facility plan. The Conservation Commission (CC) and the Conservation & Sustainability Planner (CSP) collaborate with Parks and Recreation to offer joint programming including Exploring Exeter hiking series and the winter hiking series.
4. This item has been completed. The town engaged Disability Access Consultants to develop an ADA evaluation and Transition Plan for the town. Town staff has been implementing the recommendations as budget and staff time allows. An ADA Capital reserve Fund has been established and has been funded annually.
5. This item is being worked on. The voters approved a warrant article in March 2021 for \$1 million to develop groundwater sources in the town. Several sites were

evaluated and one site is now in the development stage. A letter of intent (LOI) has been developed and is being reviewed by the parties for signature. Test pumping will begin after the LOI is executed.

6. This item has been completed. The Planning Board adopted new stormwater regulations that require treatment of runoff that prioritizes green infrastructure. We are one of the few towns in New Hampshire that requires minimum pollutant removal efficiencies for stormwater infrastructure.
7. This item is being worked on. The CSP works with DPW to continue the annual rain barrel program now using repurposed barrels from the water treatment facility and offering them for free with a donation to St. Vincent de Paul. Each barrel includes a water quality friendly lawn care magnet from the Healthy Lawns Clean Water (HLCW) effort. Magnets are also provided at the Town Clerk window each spring. In 2024 we are initiating a new Healthy Lawns Clean Water pledge program where participants receive a free yard sign promoting the program. CSP worked with a consultant to revise the HLCW website. The CSP annually provides a 2 day lecture/lab project for the Cooperative Middle students on stormwater pollution, buffers and water quality sampling techniques. All of these items are included as compliance efforts for our MS4 and Nitrogen Control permits.
8. This item is being worked on. The Town Manager, in coordination with several departments and organizations, continues to support community events. Long standing celebrations such as the Christmas Parade, Powderkeg, and the UFO Festival continued to be supported by the Town. More recent events that have been added since the Master Plan Update in 2018 include the Lit Fest, Tune and Fork Tuesdays, and the Police Department National Night Out.
9. This item has been completed. While the Town did not partner with the SAU 16 on this. The Joint Strategic Plan was for the years 2017-2022.
10. This item is being worked on. While the town had several meetings after adoption of the Master Plan where “wrap around” services were provided, it was put on hold during the pandemic. We have started having meetings again and have provided some wrap around services but it has not been consistent across departments.

PREPARE: Municipalities across the country are beginning to focus on the concept of ‘resiliency,’ which speaks to a community’s ability to recover from disasters or adapt to new stressors. Rising temperatures, cybersecurity, emergency response, and flooding are examples of increased challenges for which Exeter must prepare.

- 1a. This item has been completed. The town engaged CPSM in 2020 to conduct a Fire Staffing and Deployment Analysis. The voters approved a warrant article in March 2021 for \$100,000 to work with a consultant and the Town hired an architectural firm to conduct an analysis. The analysis included a Spatial Needs Assessment for both the Fire and Police departments and an analysis of several site options and configurations that included concept site and building designs.

1b. This item has been completed. Town staff worked with various boards and committees (Facilities Committee, Budget Recommendations Committee, and the Select Board) over the past couple of years on how to address the needs of the Public Safety departments. The preferred option selected from prior studies and analysis was to construct a new Police Station and Fire Substation on town-owned property at 6 Continental Dr. The proposal will be presented to the voters on the 2024 Town Warrant with a recommendation for approval by the Select Board.

2a. This item is being worked on. Town staff collaborated with UNH and the Conservation Commission (CC) to present a virtual training event for board members and staff to expand understanding of the resources available on climate related impacts and recommendations. This event was well attended and offered suggestions for incorporating regional plans in project planning and analysis. Future steps could include expanding the audience for this information.

2b. This item is being worked on. The CC does consider sea level and groundwater rise projections in project review, evaluates applications/conservation opportunities based on recommendations from the Coastal Conservation Plan update for Water Quality (among other resources), and considers salt marsh migration barriers in development review.

2c. This item has been completed. Town staff and subsequently the Planning Board evaluated our regulations in light of potential sea level rise, flood risks and other natural hazards. The Planning Board recommended changes to our floodplain ordinance to require 2' freeboard above base flood elevation, established an Advisory Sea Level Rise Risk Area and require that all new septic systems are located outside of the floodplain.

3a. This item is being worked on. The Department of Public Works (DPW) obtained a grant from NHDES to prepare an Asset Management Program (AMP) for the town's stormwater system, which was completed in 2020. This included an asset inventory, condition assessment, prioritizing critical infrastructure, and identifying long-term funding needs. The AMP is a tool that DPW uses to develop projects for the 6-year CIP. DPW is also evaluating watersheds in town for opportunities to improve stormwater quality as part of both the EPA MS4 (2017) permit and the EPA Great Bay Total Nitrogen Permit (2021) which will replace the EPA Administrative Order on Consent (AOC) for the Wastewater Treatment Plants NPDES Discharge Permit.

3b. This item is being worked on. The Planning Board develops the CIP annually based upon input from Department Heads. In addition, the Select Board, Budget Committee and Facilities Committee are all working on prioritization of public infrastructure. Examples include the sewer siphon project, public safety complex, and the Public Works Garage. Also see the response to 3a above.

3c. This item is being worked on. DPW continues to incorporate “green infrastructure” in their town projects wherever feasible. DPW upgraded the culvert over Norris Brook to minimize flooding, and the Town Planner is overseeing a grant funded sidewalk project that connected existing sidewalks to provide a more walkable community. Also see the response to 3a above.

STEWARD: So much of Exeter’s character is defined by the wealth of natural and cultural resources within its borders. Stewardship of these resources is critical to maintaining the Town’s sense of history, health, and identity.

1a. This item has been completed. The Conservation Commission’s (CC) acquisition criteria include development potential. The majority of recent acquisitions has occurred through the development process.

1b. This item has been completed. The CC does include these criteria in their conservation priorities.

2. This item is being worked on. The CC has a list of priority parcels, has reached out to landowners and has annually worked through the budget process to add additional funds to the conservation fund.

3. This item has been completed. The Town Planner now attends all Historic District Commission and Heritage Commission meetings and provides staff support. The Town may consider requesting a new position to the Town’s planning staff in the future to take over these duties.

4a. This item is being worked on. The town identified Winter Street Cemetery as an important resource and applied for and received a grant to perform some rehabilitation work on the grave sites and markers. The town also funded tree removal in the cemetery and conducted an historical survey of the Park Street area through a Certified Local Government grant. The Town recently received a Certified Local Government Grant to conduct a survey of historic properties in the Pine St area.

4b. This item is being worked on. While a 10-year plan has not been completed, this item was discussed at the Heritage Commission. They have started to identify historic properties through several surveys funded by the Certified Local Government Program (CLG). The current CLG grant is surveying the Pine Street area.

4c. This item has been completed. This item was discussed and, due to the number of changes in the district, it was decided that an update would not be pursued.

5. This item is being worked on. The Town Planner redesigned the pocket park downtown and proposed an area for local artists to showcase their talents. This has not been brought forward for funding but is on the list for funding through the Park Improvement fund.

6a. This item is being worked on. The town rehabilitated the cupola, added new bathrooms, and conducted an ADA evaluation on the building to identify deficiencies.

6b. This item is being worked on. The town established the Town Hall Revolving Fund in 2021. All fees from rentals of the space go directly into this fund to help offset improvements. The town also hired Arcove Consultants to conduct a Town Hall Needs Assessment. The Assessment included stakeholder interviews and created a comprehensive program for building improvements.

6c. This item has been completed. All recommendation in the Trail Plan have been implemented with the exception of a trail endowment which is determined unnecessary at this point. The CC budget includes funds for trail supplies and labor is generously provided through volunteers.

7. This item is being worked on. The town is fortunate to have a very strong network of volunteers in the two town forests and is working to expand volunteer stewardship for other properties.

8. This item is being worked on. The town continues to promote invasive removal with a core volunteer group. In 2021 we are participating in the state-wide Garlic Mustard challenge. The Conservation & Sustainability Planner provided educational workshop to DPW water/sewer staff in invasive species ID, what steps they can take to avoid spreading seeds or plant parts during maintenance activities on cross country sewer and water lines, and what species to avoid mowing.

9. This item has been completed. Timber management has a 25-year implementation. We are still working on invasive plant management within harvest areas. Given the risk for invasive expansion the CC is not currently planning on an expansion of harvest in the near future.

GROW:

1. This item is being worked on. The Housing Advisory Committee (HAC) has worked diligently to address regional housing needs. The HAC organized and hosted a regional housing summit with surrounding communities and discussed the need for a comprehensive approach to providing a variety of housing options in the region.

2. This item is being worked on. The Town Planner has done a GIS analysis on all available land in Exeter. The final component of putting all the data together and determining the buildout will be a collaborative effort between the Rockingham Planning Commission (RPC) and the town as budget and time allows.

3a. This item is being worked on. The HAC is also following several housing bills in the State Legislature that would provide options for towns to develop zoning that encourages new types of housing developments (i.e. cottage communities, tiny homes,

etc.). The HAC has not yet made any recommendations as they are considering the options and what, if any, would be a good fit for the community.

3b. This item is being worked on. The HAC developed a Multi-Family Story Board in collaboration with the RPC. The Story Board identifies a variety of multi-family structures in Exeter that shows that this type of housing is prevalent in our community and is part of the character of the town. The HAC has also started working with several local businesses on the lack of affordable housing in the seacoast area. The HAC met with several business owners (Riverwoods, Exeter Hospital, Las Olas, Sig Sauer, Osram, and Cambridge Trust Bank) last month to discuss this important issue.

3c. This item is being worked on. The Planning Board proposed and the voters approved a zoning amendment in 2020 (Mixed Use Neighborhood Development) that provides incentives to construct affordable housing and commercial space in the downtown and Lincoln Street while requiring high quality urban design that is harmonious with the character of our vibrant commercial centers. Town staff, the Master Plan Oversight Committee (MPOC), the Planning Board and other town committees/boards are constantly reviewing town ordinances to determine potential amendments to achieve this action item. More recently, the Planning Board recommended expanding the MUND into the C2 Commercial Highway District and modified the language regarding residential conversions and Accessory Dwelling Units.

4a. This item has been completed. The Town Planner has worked with the Housing Advisory Committee and Planning Board to research incentives for infill development.

4b. This item has been completed. The Housing Advisory Committee (HAC) reviewed the provisions of the Zoning ordinance regarding residential conversions and accessory dwelling units. The HAC recommended changes to these provisions to incentive the creation of additional housing units where infrastructure already exists to support it, is compatible with the existing character of neighborhoods, and provides affordable housing options. The HAC recommendation was supported by the Planning Board and will be placed on the 2024 March Town Warrant for consideration. Also see response to 4a above.

5a. This item is being worked on. The Town Manager has completed an analysis of the cost and impacts of the existing tax exemption programs. While future costs and impacts have not been evaluated, a committee was established that will provide recommendations regarding these programs.

5b. This item is being worked on. The Select Board recently created the Tax Exemption Advisory Committee. The Committee will review all town exemption and credit programs and provide recommendations to the Select Board regarding the adoption of new and/or amendments to existing programs.

6. This item is being worked on. The Town Energy Committee webpage is regularly updated with resources for home and business owners to make energy efficient improvements to their buildings. The Conservation & Sustainability Planner sought and received a Department of Energy grant for \$200,000 that will leverage up to an additional \$1.5 million in energy efficient upgrades for our resident-owned manufactured housing units.

7. This item is being worked on. The voters approved a proposal to relocate the CT Corporate Technology Park zoning district to coincide with existing uses and property lines. Potential future revisions will continue to be explored with town staff and the Planning Board.

8. This item has been completed. The Lincoln Street public areas were rehabilitated with new pedestrian amenities that included benches, crosswalks, shade trees and bump-outs.

9. This item is being worked on. The Planning Board put forth a zoning amendment that will expand the MUND on Portsmouth Avenue. Also see response 3c and 4a above. The reconstruction of Portsmouth Ave is in the adopted Capital Improvement Program (CIP). The Conservation and Sustainability Planner is on the COAST Board of Directors and continually evaluates bus service needs in Exeter. COAST made a change to an on-demand response model to better serve transit riders in Town.

10. This item has been completed. Staff worked with the TIF advisory Board to revise the Epping Road TIF to fund a corridor study and improvements within the Epping Rd corridor that was approved by the voters in March 2020. We have installed a new traffic light at Epping Rd/Continental Drive intersection and are starting construction on Epping Rd improvements from Cronin Rd to Continental Drive in the spring of 2024. Future improvements along the corridor are proposed in the study and will be examined through the Capital Improvement Program (CIP) in the coming years.

11. This item is being worked on. Also see response to Steward # 5. In addition to that response, the town funded a downtown improvement program where over 20 benches, a table, and bike racks were installed throughout the downtown area.

12. This item is being worked on. The Economic Development Director is constantly looking for opportunity to redevelop underutilized or under-developed parcels. Town staff continues to meet and identify these parcels. Town staff is also in conversations with several landowners in commercial areas about potential redevelopment of their properties.

13. This item is being worked on. The TIF has seen 3 iterations and infrastructure improvements have been made such as the construction of Ray Farmstead Road, extension of public water and sewer on Epping Rd, a new traffic signal at Continental Dr

and Epping Rd, a corridor study of Epping Rd, and major improvements to Epping Rd from Cronin Road to Continental Drive. The Economic Development Director worked with several land owners that applied for and received tax relief to renovate downtown structures for residential and commercial use (Sea Dog, Ioka theatre, Vino e Vivo, etc.)

CONNECT:

1a. This item is being worked on. The voters approved a warrant article in March 2023 to conduct the study. The Town selected Stantec to conduct a Parking, Traffic, and Pedestrian Flow Analysis in the downtown. The draft report has been completed along with several public outreach and engagement efforts that led to input from over 400 residents. The final draft report is due in February 2024 and will be presented to the Select Board.

1b. This item is being worked on. The Town Planner has been researching funding opportunities to implement the recommendations in the analysis. For example, Transportation Alternatives Program grant can partially fund pedestrian and bicycle improvements.

2a. This item is being worked on. Voters approved a warrant article and the Town engaged the Rockingham Planning Commission to develop the plan. A draft plan has been created and its recommendations have been vetted by the Master Plan Oversight Committee and Town planning staff. Several outreach efforts have resulted in input from hundreds of residents. A final plan is expected in early 2024 with a presentation to the public and recommendations incorporated into the CIP.

2b. This item is being worked on. Both Exeter town staff and the Rockingham Planning Commission are researching funding opportunities to implement the recommendations of the Bike & Pedestrian Master Plan. Several funding sources are available that include the Transportation Alternative Program and Safe Routes to School.

2c. This item is being worked on. The Scope of work of the Bike and Pedestrian Master Plan includes a section on examination of Exeter's land use regulations and to make recommendations to amend our regulations to promote bicycle and pedestrian friendly developments. It is anticipated that these recommendations will be vetted by the Planning Board in 2024 for inclusion into our land use regulations. The planning department secured a \$750,000 grant and constructed three sidewalk connections on Winter St, Epping Rd and Spring St. These connections filled in gaps in our pedestrian network and provided safer travel for pedestrians in these areas.

3. This work has not begun. However, the item is listed in the CIP for funding in 2025.

4. This item is being worked on. There was a push to incorporate a Riverwalk into the Library project to connect to the Great Bridge and String Bridge sidewalks but it was removed from the budget. However, the site was designed to allow it to be constructed at a later date. Town staff has also had conversations with property owners on the westerly side of the river about potential public access along the river.

5. This item is being worked on. An intersection improvement fund was established to examine intersections and this analysis is under way. Safety measures were also incorporated into the grant funded sidewalk project on Epping Rd that made improvements to the Brentwood Rd/Columbus Ave/Epping Rd intersection.

6a. This item has been completed. Through the Epping Rd TIF, the town has completed a corridor study of Epping Rd and the findings were presented to the Select Board at their 4/12/21 meeting. The study recommends any future improvements accommodate all modes of transportation.

6b. This item is being worked on. The Select Board prioritized the installation of a traffic signal on Epping Rd and have awarded a construction contract to construct the recommended improvements on the northern section of Epping Rd. Additional recommendations in the plan for the remainder of the corridor will be evaluated through the CIP process for prioritization.

7. This item is being worked on. Our Conservation & Sustainability Planner represents Exeter on the COAST Bus Board of Directors that evaluates transit options for Exeter residents. That said, the Town has not yet partnered with the Rockingham Planning Commission but will start that conversation in 2024.

8. This item is being worked on. There was considerable discussion on this before the pandemic. Staff and local residents examined other stations and discussed options for the Exeter Station. However, the pandemic significantly impacted ridership and these discussions were put on hold. Ridership has rebounded since the pandemic and staff has been exploring options for a comfort station. There was a private development proposed adjacent to the train station where the developer proposed a comfort station for the train but that development has not moved forward yet. Town staff intends to evaluate a project in 2024 for potential inclusion into the next CIP.

COMMUNICATE:

1. This item has been completed. The Select Board created the Communications Advisory Committee (CAC) in 2018 as a direct result of this action item. The Committee continues to meet and formulate and implement strategies for communications across a variety of platforms such as social media and the town website. Through its evaluations, the CAC identified shortfalls and areas of

improvement for Town communications and published several reports in 2021 and 2023 with recommendations. In 2022, the recommendations led to an overhaul of the Town's website, exeternh.gov, which was redesigned to be much more user-friendly. After listening to these recommendations, the Select Board and Town Manager's office appointed a Communications Coordinator in 2022 which was later reclassified as the Media Communications Coordinator in 2023. This new position oversees the town's government and public access channels and assists in overseeing and coordinating general communications for Town departments and committees. In 2024, the Town is proposing to create a new department and associated budget called Media and Communications to further address the recommendations of the CAC.

2. This item has been completed. The Town manager holds monthly department head meetings where staff updates other departments on their initiatives. Due to this, staff collaboration across departments has improved over the last several years. More recently, the Town Manager has created a leadership team as well as more frequent meetings to foster further and more directed staff collaboration.
3. This item is being worked on. The Economic Development Director engages in collaborative efforts with regional partners to attract businesses and developers on a daily basis. Collaborators include area economic development directors, regional chambers of commerce, SBDC, REDC and BEA. The Economic Development Director worked with the Media Communications Coordinator to establish an email newsletter system to target Exeter and Rockingham County businesses with important information regarding COVID-19 relief available during the pandemic. This email newsletter is currently still in use to communicate with businesses about available resources, networking opportunities and trainings. The Economic Development Director also worked with regional partners (Seacoast Economic Development Stakeholders) to develop and distribute "[The Employer Tool Kit](#)" as a resource for local businesses to attract and retain workers in the area. Exeter TV has been actively engaged with the Exeter Historical Society to help film and recording programming about Exeter to highlight its unique historical characteristics and offerings. They worked together in 2018 to digitize film reels and make content available to the public, preserving history.
4. This item is being worked on. This task is broad but staff and our citizen volunteers continue to organize a variety of forums as described in several items above.
5. This item is being worked on. This is consistent with the charge of the Communications Advisory Committee described above. One recent initiative to highlight is the consolidation of email newsletter communications and establishment of a biweekly email newsletter with Town updates and news. This was started in the middle of 2023 and will hopefully see other departments expanding the use of regular email newsletters.

6. This item has been completed. Every RFQ or RFP that has been issued lately always includes a public engagement process. The most recent one is for the Public Safety Complex analysis RFQ and this includes this language. Another example is the ADA study that has a strong public outreach component.

Exeter Master Plan Action Agenda: AT-A-GLANCE PROGRESS REPORT 2/2/24

Adopted February 22, 2018

SUPPORT

SUPPORT Action		Town Lead	Town Support	Timeframe
1	<p>Evaluate the needs of seniors today and in the future. Determine if existing programs and services in the community and around the region (public, private, and non-profit) are meeting/will meet those needs. Consider needs around housing, lifelong learning, recreation, social interaction and stimulation, and health and wellness, among other issues.</p> <ul style="list-style-type: none"> • Use public engagement techniques (workshops, surveys, etc.) to understand senior needs and preferences. • Coordinate and survey St. Vincent DePaul and others that provide senior services to Exeter residents. • Based on outcomes, develop recommendations to address unmet needs. 	Human Services Dept, Parks & Rec Dept, Town Manager	Town Planner	Short Term COMPLETE
2	<p>Based on public input, prioritize existing recreational facilities in need of improvements that address safety, access, and general maintenance. Estimate costs and develop a six-year schedule that can be incorporated into the Capital Improvement Program (CIP). Build off of the University of New Hampshire (UNH) Needs Assessment and Planning Report (2014-2015).</p>	Parks & Rec Dept, Town Manager	Selectboard	Short Term COMPLETE
3	<p>Identify new facilities or programming, using the findings of the UNH Needs Assessment and Planning Report (2014-2015) as a starting point. Estimate costs and feasibility of providing these new facilities/activities.</p>	Parks & Rec Dept, Town Manager, Natural Resource Planner	Conservation Commission, Selectboard	Mid Term COMPLETE
4	<p>Prioritize public facilities and spaces (including recreational sites) where ADA improvements are needed or could be improved. Estimate costs and develop a 6-year schedule that can be incorporated into the CIP.</p>	Dept of Public Works, Municipal Departments, Library, Town Planner, Town Manager	Selectboard	Short Term COMPLETE

5	Continue to evaluate water supply alternatives that can supplement the existing public water system. Determine the feasibility of implementing the preferred alternative(s).	Dept of Public Works	Selectboard, Water/ Sewer Advisory Committee	Ongoing/Long Term IN PROCESS
6	Evaluate local stormwater management regulatory requirements for private development and determine if requirements of federal mandates are being met. Identify revisions and new policies/standards. Prioritize green infrastructure where feasible.	Dept of Public Works, Town Planner	Selectboard,	Ongoing/Short Term COMPLETE
7	Develop a public awareness campaign to educate residents and businesses about water quality and state and federal mandates that require the Town to improve and monitor it. Include such topics as: what the mandates require the Town to do (new programs, infrastructure projects, etc.), the impact of lower water quality on the quality of life in Exeter, and how residents and businesses can contribute to improving water quality.	Dept of Public Works, Natural Resource Planner	Conservation Commission, River Advisory Committee	Short Term IN PROCESS
8	Sponsor and support events that bring residents and businesses together and celebrate the local community.	Town Manager	All Departments	Ongoing IN PROCESS
9	Continue to support quality public education opportunities through the endorsement of the SAU16 Joint Board Strategic Plan. Identify specific strategies in the Strategic Plan where other municipal departments can provide support and incorporate these in department work plans.	Town Manager	All Departments	Ongoing COMPLETE
10	Continue to provide “wrap around” support for critical public meetings like on-site child care, refreshments, recordings, and/or printed summaries.	Town Manager	All Departments	Ongoing IN PROCESS

PREPARE

	PREPARE Action	Town Lead	Town Support	Timeframe
1a	Resolve outstanding issues with public safety department facilities through a comprehensive public safety services evaluation that includes recommendations.	Fire Dept, Police Dept, Town Manager	Selectboard	Short Term COMPLETE

1b	Based on findings of services evaluation, move with top priority recommendations. Identify grants to support final design and construction as well as staffing.	Fire Dept, Police Dept, Town Manager	Selectboard	Mid Term COMPLETE
2a	Based on most recent data available, inventory properties most vulnerable to sea level rise, storm surge, and other natural hazards. Where possible, estimate the time horizon for impacts. Develop outreach methods to education private property owners about the risks and ways they can minimize impacts to their properties.	Town Planner, Natural Resource Planner	Conservation Commission, Planning Board, River Advisory Committee	Short Term IN PROCESS
2b	For areas identified most vulnerable to sea level rise, storm surge, and other natural hazards, evaluate town land use policies for these areas and consider alternatives to minimize risk in each area. These might include: <ul style="list-style-type: none"> • Acquiring property to minimize the impact of sea level rise, chronic flooding, marsh migration, etc. to public and private property. • Limit redevelopment after flood or storm damage. • Decisions where to extend (or not extend) infrastructure (roads, water, sewer, etc.) 	Town Planner, Natural Resource Planner	Conservation Commission, Planning Board, River Advisory Committee	Mid Term IN PROCESS
2c	Based on findings of the land use policies evaluation, implement new land use policies and regulations to reduce risks from sea level rise, storm surge, and other natural hazards.	Town Planner, Natural Resource Planner	Selectboard, Planning Board, Conservation Commission	Mid Term COMPLETE
3a	Conduct a Drainage Asset Management and Condition Assessment to identify where infrastructure is undersized and unable to accommodate new development, increases in storm events, or rising sea levels. Use the development of this plan as an opportunity to educate residents about vulnerabilities and the need for funding to support upgrades and meet permitting requirements.	Dept of Public Works	Town Planner	Short Term IN PROCESS
3b	Prioritize improvements for public infrastructure. <ul style="list-style-type: none"> • Evaluate upgrades as well as adaptation and mitigation strategies. • Estimate costs and develop a 6-year schedule of improvements to be included in the CIP. • Identify grants and other funding sources to augment local funding. 	Dept of Public Works, Town Manager, Town Planner	Selectboard, Planning Board	Mid Term IN PROCESS

3c	<p>Implement adaptation strategies for public infrastructure. Examples could include, but would not be limited to:</p> <ul style="list-style-type: none"> • Flood water diversion improvements for streets that can be flooded in extreme events. • Replacement of culverts and stormwater conveyance structures with infrastructure sized for larger storm events. • Installation of “green infrastructure” strategies that can help reduce the volume of stormwater flows. • Ensuring energy redundancy (e.g., generators) for municipal facilities that are important to emergency response. 	Dept of Public Works, Town Planner	Selectboard, Planning Board	Long Term IN PROCESS
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STEWARD

STEWARD Action		Town Lead	Town Support	Timeframe
1a	Identify properties that are less likely be developed based on regulatory requirements and determine whether this affects their prioritization level for acquisition.	Town Planner, Natural Resource Planner	Conservation Commission	Short Term COMPLETE
1b	Review criteria for acquiring land for conservation and consider adding criteria related to sea level rise, marsh migration, chronic flooding, storm surge, and other impacts of climate change and natural hazards.	Natural Resource Planner	Conservation Commission, River Advisory Committee, Selectboard	Mid Term COMPLETE
2	Based on revised criteria and assessment of natural resources already under regulatory protection, prioritize parcels of interest for conservation purposes. Consider available and future funding sources and other tools available to protect land. Develop a 10-year schedule for implementation.	Natural Resource Planner	Conservation Commission, Selectboard	Mid Term COMPLETE
3	Commit resources for a new staff person to support Historic District Commission and Heritage Commission, and move historic preservation actions forward.	Town Planner, Town Manager	Selectboard	Short Term COMPLETE

4a	Inventory and prioritize historic resources (within and outside of historic districts) that need improvements.	To be determined	Historic District, Heritage Commission	Short Term IN PROCESS
4b	Estimate costs and develop a 10-year plan of historic resource improvement projects. Identify potential funding sources and partners to augment town resources.	To be determined	Historic District, Heritage Commission	Mid Term IN PROCESS
4c	Update Waterfront Commercial Historic District National Register survey.	To be determined	Historic District, Heritage Commission	Mid Term COMPLETE
5	Work with local arts organizations to promote art installations in public spaces. Prioritize locations that would provide the best opportunities. Identify ways to engage the community in public art.	Town Planner	Exeter Arts Committee	Short Term COMPLETE
6a	Prioritize improvements for the Town Hall. Collaborate with the work being done by the Exeter Chamber of Commerce to make the space more user-friendly. Estimate costs and develop a 10-year schedule of improvements.	Town Manager	Dept of Public Works, Economic Development Commission, Arts Committee, Selectboard	Short Term IN PROCESS
6b	Continue to work with the Chamber of Commerce to identify funding mechanisms to augment town resources for Town Hall improvements. Consider fundraising and grants to augment town resources.	Town Manager	Dept of Public Works, Economic Development Commission, Arts Committee, Selectboard	Mid Term IN PROCESS
6c	Review and update the Trail Maintenance Plan (2009). <ul style="list-style-type: none"> Identify recommendations that have not been completed. Determine which recommendations are still relevant and which are not. Identify new recommendations as needed. Develop a 10-year schedule for maintenance, improvements, or future assessments. 	Natural Resource Planner	Conservation Commission	Short Term COMPLETE

7	Establish a “Friends” group of volunteers for individual town conservation properties to support and help with maintenance, including trail infrastructure, debris and litter, installations, etc.	Natural Resource Planner	Conservation Commission	Short Term IN PROCESS
8	Prioritize town conservation properties in need of invasive species management. Estimate costs and develop a 10-year schedule for management strategies.	Natural Resource Planner	Conservation Commission	Mid Term IN PROCESS
9	Review and revise existing forest management plans (Henderson-Swasey (2011) and Oaklands (1993)) as needed to ensure they remain relevant to conservation land management goals. <ul style="list-style-type: none"> Identify recommendations that have not been completed. Determine which recommendations are still relevant and which are not. Identify new recommendations as needed. Develop a 10-year schedule for maintenance, improvements, or future assessments. 	Natural Resource Planner	Conservation Commission	Short Term COMPLETE

GROW

GROW Action		Town Lead	Town Support	Timeframe
1	Continue to work with surrounding communities to address regional needs for workforce housing and provide more diverse housing options.	Town Planner	Housing Advisory Committee	Ongoing IN PROCESS
2	Assess future housing growth by conducting a buildout analysis under current zoning conditions. Determine if the outcome of housing types will meet projected future needs, as outlined in the HAC 2017 report.	Town Planner, Town Manager	Housing Advisory Committee, Planning Board	Short Term IN PROCESS
3a	Investigate potential expansion of allowed housing types in Exeter (e.g., cottage communities, etc.) and present findings at an All Boards meeting.	Town Planner, Town Manager	Housing Advisory Committee, Planning Board	Short Term IN PROCESS
3b	Develop a public education campaign to raise the awareness of housing needs in Exeter and the different housing that can meet those needs. Include the local business community to understand housing needs of their employees.	Town Planner	Housing Advisory Committee	Short Term IN PROCESS

3c	Review zoning ordinances to identify recommended changes that will create a balance of housing types to meet projected future needs. This might include review of multi-family structures allowed in R-1 districts, density and other incentives in the Affordable Housing Ordinance, and residential lot size requirements in single family residential districts.	Town Planner	Housing Advisory Committee, Planning Board	Short Term to Mid Term IN PROCESS
4a	Research incentives for infill development in R-1 and R-2 zoning districts to encourage the creation of smaller, more affordable homes. Focus on approaches that ensure infill maintains the look and feel of the existing neighborhoods.	Town Planner	Planning Board, Housing Advisory Committee	Mid Term COMPLETED
4b	Move forward on the most feasible incentive(s) for infill housing by incorporating them into local regulations and/or policies. (this follows prior action)	Town Planner	Planning Board, Affordable Housing Committee, Selectboard	Mid Term COMPLETED
5a	Evaluate the Town's property tax exemption programs (elderly, alternative energy, RSA 79E, etc.) to determine their costs and project future impacts based on demographic changes and other trends.	Town Manager, Tax Assessor, Economic Development Director	Selectboard	Mid Term IN PROCESS
5b	Set up a schedule to periodically examine property tax exempt programs to ensure fairness and equitable distribution across residential property types.	Town Manager, Tax Assessor	Selectboard	Mid Term IN PROCESS
6	Develop a clearinghouse of low-interest loan and grant opportunities for Exeter residents to make improvements to older homes to address needed upgrades, energy efficiency, or environmental hazard reduction. Resources may be New Hampshire Housing, local non-profits, or use of Community Development Block Grants (CDBGs) to establish a municipal program.	To be determined	Housing Advisory Committee	Mid Term IN PROCESS
7	Review the Zoning Map against the goals of this plan to determine if commercial district boundaries should be adjusted. Also review boundaries to see if lines should be altered to better coincide with parcel boundaries.	Town Planner, Economic Development Director, Town Manager	Planning Board, Economic Development Commission, Selectboard	Short Term IN PROCESS

8	Support the Lincoln Street Improvement Project with the development of a physical master plan for the Lincoln Street area as a village-scale Transit-Oriented Development (TOD). Evaluate land uses, building-to-street relationships, and features of the public realm. Assess multi-modal connections (walking, biking, bus/train) with Downtown and other neighborhoods. Be sure to incorporate both elementary schools and PEA. Consider other studies that may be concurrent under CONNECT.	Town Manager, Town Planner	Economic Development Committee, Planning Board, Selectboard	Short Term COMPLETE
9	Continue efforts to improve circulation and promote high quality development along Portsmouth Avenue. <ul style="list-style-type: none"> Continue work on developing a form-based code for the corridor (started in 2012). Continue support of the CIP project for reconstruction of the roadway to correct drainage, utility, traffic flow, signal, stormwater, sidewalk, and streetscape deficiencies. Evaluate bus service and how it does or can impact redevelopment. Incorporate the recommendations of the bike and pedestrian master plan developed under CONNECT. 	Town Planner, Economic Development Director, Dept of Public Works	Economic Development Committee, Planning Board	Mid Term IN PROCESS
10	Evaluate the use of tax increment financing (TIF) and other financial incentives in other commercial areas of town.	Economic Development Director	Economic Development Committee	Short Term COMPLETE
11	Continue to identify improvements to public spaces and the public realm in the Downtown to enhance its character. This may include public art, pedestrian amenities, or signage. Maintain consistency with bike and pedestrian linkages under CONNECT.	Town Planner		Ongoing IN PROCESS
12	Inventory under-utilized and under-developed properties in commercial areas. Identify potential partners (both public and private) to assess the redevelopment opportunities of priority properties.	Economic Development Director, Town Planner	Economic Development Committee	Mid Term IN PROCESS
13	Continue to use economic development strategies already in place (79E, TIF district, etc.) to retain and grow existing businesses and attract new commercial development in all commercial corridors. Regularly evaluate their ability to meet stated goals and objectives.	Economic Development Director	Economic Development Committee	Ongoing IN PROCESS

CONNECT

CONNECT Action	Town Lead	Town Support	Timeframe
1a	Conduct traffic and parking studies for the Downtown and prioritize recommendations. Evaluate traffic flow and pedestrian movement to and through Downtown to understand final destinations and impacts on local businesses. Develop a parking management plan with a 6-year schedule for implementation.	Town Planner, Economic Development Director	Dept of Public Works, Economic Development Committee, Planning Board, Selectboard Short Term IN PROCESS
1b	Research funding alternatives to augment the implementation of the parking management plan.	Town Planner, Economic Development Director	Planning Board, Selectboard Mid Term IN PROCESS
2a	Prepare a town-wide Bike and Pedestrian Master Plan that looks at both walking and biking as modes of transportation beyond recreation. Identify improvements to existing amenities and areas where new amenities could be feasibly installed to promote walking and biking. Use the concurrent parking study (or parking management plan if already developed) for Downtown to inform the plan. Destinations/Routes to consider: <ul style="list-style-type: none"> • All public schools • Epping Road to Downtown • Lincoln Street/Train Station to Downtown • Portsmouth Avenue to Downtown • All surrounding residential areas to Downtown • Open space and recreational resources Prioritize improvements/new projects and develop a 10-year schedule for implementation.	Town Planner, Dept of Public Works	Planning Board Short Term IN PROCESS
2b	Research funding alternatives to augment the implementation of the bike and pedestrian master plan.	Town Planner, Dept of Public Works	Planning Board, Selectboard Mid Term IN

				PROCESS
2c	Consider amending Site and Subdivision Regulations to put more emphasis on pedestrian and bike access within new development (as appropriate) and making connections with neighboring residential areas as well as shopping areas and recreation/conservation lands.	Town Planner	Planning Board, Selectboard	Mid Term IN PROCESS
3	Conduct a Complete Streets study. Based on its findings, develop and adopt a Complete Streets policy that requires new roads and reconstruction of existing roads to incorporate transit, walking, and biking amenities where possible. Use the Bike and Pedestrian Master Plan and parking management plan to inform the policy.	Town Planner, Dept of Public Works	Economic Development Commission, Selectboard	Short Term PLANNED FOR 2025
4	Working with private and public land owners, evaluate the feasibility of a pedestrian walkway/access along the Squamscott River from Swasey Parkway to the Library.	Town Planner, DPW, Town Manager	Selectboard, River Advisory Committee	Short Term IN PROCESS
5	Prioritize local intersections that can benefit from safety improvements. Establish a 6-year schedule to develop conceptual designs in anticipation of funding.	Dept of Public Works, Town Planner, Town Manager	Planning Board, Selectboard	Short Term IN PROCESS
6a	Conduct an access management study for Epping Road to determine if walking and biking recommendations are feasible. It should be consistent with the town-wide Bike and Pedestrian Master Plan. Develop physical planning concepts to guide future improvements.	Dept of Public Works, Town Planner, Economic Development	Planning Board, Selectboard	Short Term COMPLETE
6b	Prioritize public improvements based on the Epping Road Access Management Plan and develop a 6-year schedule to be included in the CIP. Keep apprised of NHDOT funding (TIP) and other sources to augment CIP funding.	Dept of Public Works, Town Planner, Economic Development	Planning Board, Selectboard	Short Term IN PROCESS
7	Partner with the Rockingham Regional Planning Commission to study the feasibility of localized transit options (shuttles, trolleys, etc.) that connect destinations. Evaluate year-round and seasonal service. Consider possible routes, costs, and management of services.	Town Planner, Economic Development Director, Town Manager	Planning Board, Selectboard	Long Term IN PROCESS
8	Support and advocate for improvements to the Downeaster train station to	Town Planner, Town	Selectboard	Long Term/

	include a heated/air conditioned waiting area, ticket kiosk, and public restrooms.	Manager		Ongoing IN PROCESS
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COMMUNICATE

COMMUNICATE Action		Town Lead	Town Support	Timeframe
1	Establish a small committee charged with researching municipal information and management technologies for the Town. If deemed necessary by the committee, approve funding to hire one or more industry professionals that can help the Town select and launch a new information/ management/permitting platform.	Town Manager, Information Technology	Selectboard	Short Term COMPLET E
2	Develop a more frequent official, regular system of interdepartmental meetings to review current initiatives and workload in each department and potential efficiencies that could occur by combining efforts.	Town Manager	Selectboard	Short to Mid Term COMPLET E
3	Develop materials (paper and/or digital) for the Town to be used to attract businesses, residents, and visitors. Work with the Chamber of Commerce, HERON, Historical Society, PEA, and other community groups and organizations.	Economic Development Director	Economic Development Commission, Historic District, Heritage Commission, Arts Committee	Mid Term IN PROCESS
4	Continue to organize community forums to discuss issues important to Exeter. Ensure that events, especially large ones, provide options for food and child care.	TBD	Selectboard, All Boards, Town Departments	Short to Mid Term IN PROCESS
5	Evaluate the ways in which the Town communicates with the public and ensure that strategies maximize citizen engagement across multiple platforms. Determine the strategies that could be strengthened and move forward with ways for improvement.	TBD		Short to Mid Term IN PROCESS

6	Develop language to be included in municipal RFPs that requires the inclusion of diverse and effective public engagement processes as part of municipal planning, design, and construction processes.	Town Manager	All Departments issuing RFPs	Short Term COMPLETE
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RSA 41-14-a Public Hearing: Planet Playground Land

**TOWN OF EXETER
CONSERVATION COMMISSION MEMORANDUM**

Date: February 14, 2024
To: Russ Dean, Town Manager and Exeter Select Board Members
From: Andrew Koff, Chair, Exeter Conservation Commission
Subject: Acquisition of Land in Support of Planet Playground

Project Information:

Project Location: 4/8 Hampton Road, Exeter, NH
Map/Lot: Map 69, Lots 4 and 6
CC Review Date: 2/13/24

In accordance with RSA 41:14A, the Conservation Commission discussed the potential acquisition of 0.45 acres surrounding and in support of Planet Playground, identified as Parcel A on the plan entitled "A Lot Line Adjustment at 4 & 8 Hampton Road". The Conservation Commission voted unanimously in support of the Town's acquisition of this parcel.



Andrew Koff
Chair, Exeter Conservation Commission

Public Hearing: E911 Committee Recommendation – Paws Way



TOWN OF EXETER

Planning and Building Department

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

www.exeternh.gov

Date: February 12, 2024
To: Russ Dean, Town Manager
From: Doug Eastman, Building Inspector/Chairman E911
Re: E 911 Recommendations for Street Names & Street Addressing

I'm writing this memorandum after the E911 Committee voted to recommend a new street name for an existing private right-of-way (ROW) off of Beech Hill Road adjacent to the property at 62 Beech Hill Road (Barker property).

The recommendation action is outlined below with a brief description of why the decision was made. I have enclosed a map which illustrates the recommendation.

Recommendation: To name the existing private right-of-way located on the property currently identified as 70 Beech Hill Road (Tax Map Parcel # 18-3) which is located south of the Barker residence (at 62 Beech Hill Road) "Paws Way"; and to number the structure(s) and/or dwelling(s) accordingly in compliance with Chapter 14 of the Town Ordinance, as depicted on the attached map dated 02/06/24.

Analysis: This is not a name change but a new name for a private right-of-way providing access to Hero Pups, the dog-training business owned by Ms. Laura Barker. The current address of the property is non-compliant; and the owner is not amenable to changing the address of their residence. Therefore, the naming of the private right-of-way was the best option. "Paws Way" was proposed by the property owner and the proposed name meets the Town ordinance criteria.

Summary:

The E911 Committee is advisory and only the Select Board can approve new street names and change street names. In accordance with Chapter 14, the Select Board will have to hold a public hearing on the recommendations prior to taking any action.

I am requesting that this matter be placed on the Select Board's February 26th, 2024 meeting agenda for consideration. The Building Department will provide the required certified notification to all property owners with the date and time of the public hearing. An E911 Committee representative will be present at the meeting to answer any questions.

Thank you.

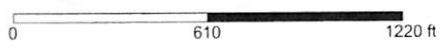
Enclosure – 1

cc: Jason Fritz, Deputy Fire Chief



- Parcels w/Orthos
- NH Highways
 - Interstate
 - US Highway
 - State Highway
- Town Boundary
- Abutting Towns

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



Printed on 02/12/2024 at 01:07 PM

Proposed Private ROW - Paws Way, Exeter

2/6/24

Tax Abatements, Veterans Credits & Exemptions

List for Select Board meeting February 26, 2024

Timber Tax

Map/Lot/Unit	Location	Amount	Tax Year
54/5,6,7 &63/205	Exeter Rose Farm	278.40	2024

Disability Exemption

Map/Lot/Unit	Location	Amount	Tax Year
95/64/94	26 Lindenshire Ave	denied	
95/64/315	40 Hilton Ave	125,000	2024

Solar Exemption

Map/Lot/Unit	Location	Amount	Tax Year
85/21	6 Pumpkin cir	36,000	2024

Elderly Exemption

Map/Lot/Unit	Location	Amount	Tax Year
64/105/80	80 Hayes MH Park	183,751	2024
74/39	8 Scammon Ln	183,751	2024

Permits & Approvals



EXETER FIRE DEPARTMENT

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

INTEROFFICE MEMORANDUM

TO: Russ Dean, Town Manager
FROM: Jason Fritz, Deputy Fire Chief
SUBJECT: Address Changes - 131 Portsmouth Ave
DATE: 02/06/2024

Russ,

Can you please add this to the Select Board Meeting agenda ?

The E911 Committee has been working to change the address for the new business (C/A Design) currently located at 131 Portsmouth Ave. This property has been subdivided and the new property does not have access off of Portsmouth Ave.

Attached you will find voluntary address change forms for all the affected properties. Also attached is a map that will help illustrate the addressing concerns for this area.

I anticipate being at the Select Board meeting Monday, February 26th and would be happy to answer any questions at that time.

Thank you,

Jason

"A Tradition of Service"

DATE 2-15-2024

MAP 52 LOT 112

TOWN OF EXETER NH

**APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS**

NAME OF OWNER: NH EXETER PROPERTIES, LLC C/O C/A DESIGN INC.

MAILING ADDRESS 180 CROSBY DRIVE, DAVEN, NH 03820

LOCATION OF PROPERTY: 131 PORTSMOUTH AVE EXETER, NH 03833

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: 131 PORTSMOUTH AVE.

TO: 181 HOLLAND WAY FOR EMERGENCY RESPONDERS TO EASILY LOCATE THE
PROPERTY.

Signature of property owner(s):

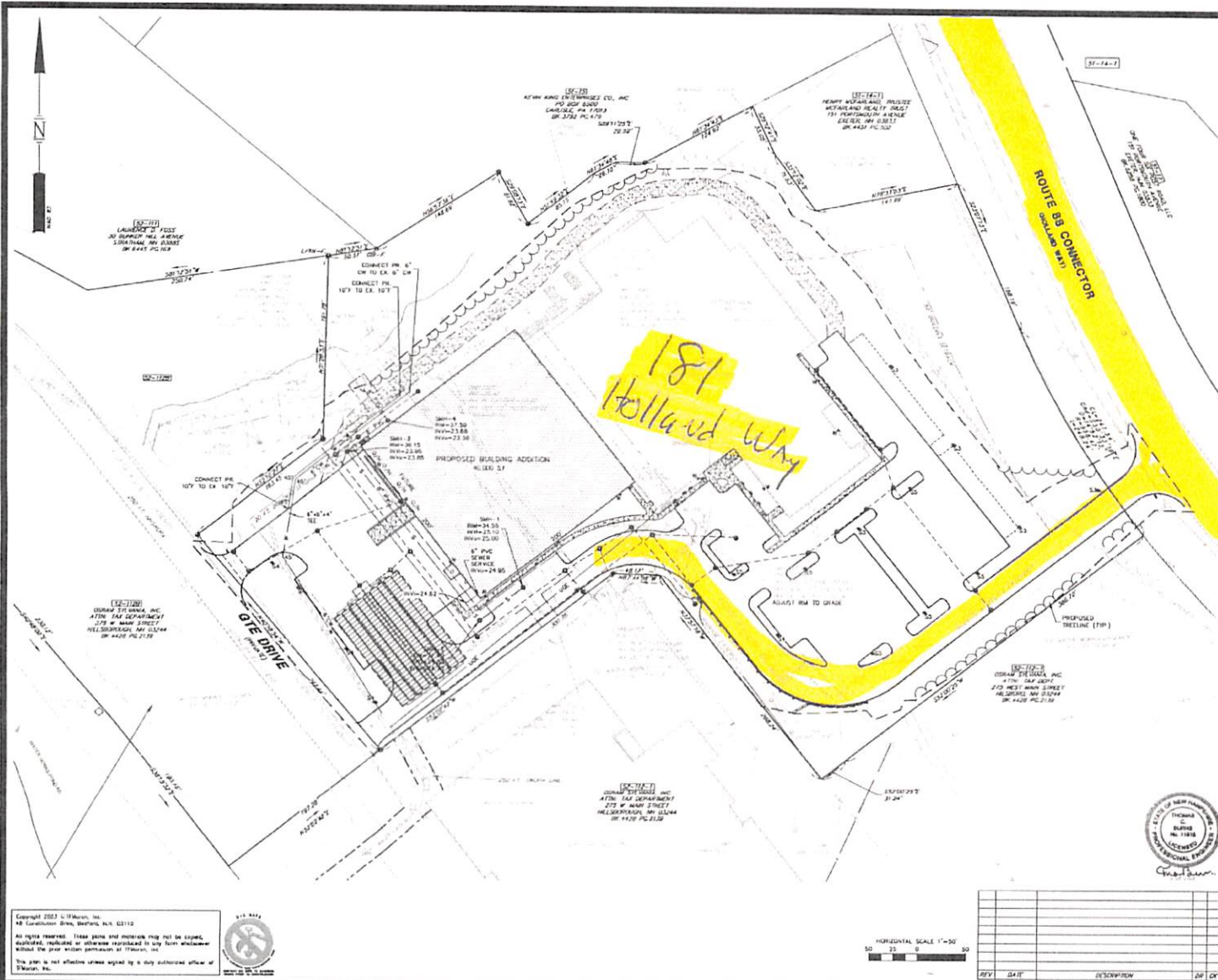

MATT VAN ZILE

Select Board: Approve Reject

Explanation: Property at 131 Portsmouth Ave. has been subdivided (10/18/22)
(RPID # D-43579) C/A Design - new addition under construction
w/ new access drive off of Holland Way (no longer has access
from Portsmouth Ave.)

Date recommended by E911 2/6/24

Date adopted by the Select Board 1/1 N/A



- ### NOTES
- LENGTH OF PIPE IS FOR CONVENIENCE ONLY. ACTUAL PIPE LENGTH SHALL BE DETERMINED IN THE FIELD.
 - ALL PROPOSED UTILITY WORK, INCLUDING MATERIAL INSTALLATION, TERMINATION, EXCAVATION, BEDDING, BACKFILL, COMPACTION, TESTING, CONNECTIONS, AND CONSTRUCTION SHALL BE COORDINATED WITH AND COMPLETED IN ACCORDANCE WITH THE APPROPRIATE REQUIREMENTS, CODES, AND STANDARDS OF ALL CORRESPONDING UTILITY ENTITIES AND SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING AND DETERMINING THE LOCATION, SIZE, AND ELEVATION OF ALL EXISTING UTILITIES, SHOWN OR NOT SHOWN ON THESE PLANS, PRIOR TO THE START OF ANY CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED BY WRITING IF ANY UTILITIES FOUND INTERFERING WITH THE PROPOSED CONSTRUCTION AND APPROPRIATE REVISION, ACTION BE ADVISED BY THE ENGINEER BEFORE PROCEEDING WITH THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE TO CONTACT "TOLLFREE" (811) AT LEAST 72 HOURS BEFORE BEGINNING.
 - COORDINATE ALL WORK ADJACENT TO PROPOSED BUILDINGS WITH ARCHITECTURAL BUILDING DRAWINGS. CONSIDER UTILITY PENETRATIONS AND INVERT ELEVATIONS ARE COORDINATED PRIOR TO INSTALLATION.
 - THE CONTRACTOR SHALL CONTACT ALL UTILITY COMPANIES OWNING UTILITIES, EITHER OVERHEAD OR UNDERGROUND, WITHIN THE CONSTRUCTION AREA AND SHALL COORDINATE AS NECESSARY WITH THE UTILITY COMPANIES OF SAID UTILITIES. THE PROTECTION AND RELOCATION OF UTILITIES IS ULTIMATELY THE RESPONSIBILITY OF THE CONTRACTOR.
 - THE EXACT LOCATION OF NEW UTILITY CONNECTIONS SHALL BE DETERMINED BY THE CONTRACTOR IN COORDINATION WITH UTILITY COMPANY, COUNTY AGENCY, AND/OR PRIVATE UTILITY COMPANY.
 - THE CONTRACTOR SHALL PROVIDE AND INSTALL ALL MANHOLES, BOXES, FITTINGS, CONNECTORS, COVER PLATES, AND OTHER MISCELLANEOUS ITEMS NOT NECESSARILY DETAILED IN THESE DRAWINGS TO INSURE THE UTILITY INSTALLATION COMPLETE AND OPERATIONAL.
 - ALL UTILITY COMPANIES REQUIRE INDIVIDUAL CONDUITS TO COORDINATE WITH CONTRACTING, CABLE, AND ELECTRIC COMPANIES REGARDING NUMBER, SIZE, AND TYPE OF CONDUITS FIGURED PRIOR TO INSTALLATION OF ANY CONDUIT.
 - SEWAGE SANITARY SEWER SHALL BE CONSTRUCTED TO THE STANDARDS AND SPECIFICATIONS AS SHOWN ON THESE PLANS. ALL JOINTS, MANHOLES, AND FITTINGS SHALL BE PVC AND SHALL TO THE CODE OF ADMINISTRATIVE RULES DIVISION 703. ALL SEWER CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CODE OF ADMINISTRATIVE RULES DIVISION 703. ALL SEWER MANHOLES SHALL MANHOLES SHALL CONFORM TO NEW HAMPSHIRE DIVISION WATER ENGINEERING BUREAU STANDARDS AND SPECIFICATIONS SHOWN HEREON.
 - THE SDS (SEPTIC SYSTEM) SHALL RECEIVE SDS APPROVAL FROM NEW HAMPSHIRE SURFACE WATER ENGINEERING BUREAU PRIOR TO CONSTRUCTION AND PRIOR TO OPERATION OF THE SWS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING CONSTRUCTION APPROVAL AND APPROVAL TO OPERATE FROM NEW HAMPSHIRE SURFACE WATER AND ANY OTHER STATE AND LOCAL PERMITS AND APPROVALS.
 - ON-SITE WATER DISTRIBUTION SHALL BE TO SOME OF EXETER STANDARDS AND SPECIFICATIONS. WATER MAINS SHALL HAVE A MINIMUM OF 8" COVER WHERE WATER PIPES CROSS SEWER LINES. A MINIMUM OF 18" VERTICAL SEPARATION BETWEEN THE TWO OUTSIDE PIPE WALLS SHALL BE OBSERVED. HORIZONTAL SEPARATION BETWEEN WATER AND SEWER SHALL BE 18" MINIMUM. WHERE A SANITARY LINE CROSSES A WATER LINE, THE WATER LINE MUST BE CONSTRUCTED OF FORCE MAIN MATERIALS (PIPE EN-106 724 08) FROM BUILDING OR MANHOLE TO MANHOLE, OR SANITARY RUBBER-SHEATHED PRESSURE PIPE FOR THE SAME DISTANCE. WHEN SANITARY LINES PASS BELOW WATER LINES, LAT PIPE, SO THAT NO JOINT IN THE SANITARY LINE WILL BE CLOSER THAN 6" HORIZONTALLY TO THE WATER LINE.
 - SHUTTER BLOCKS SHALL BE PROVIDED AT ALL LOCATIONS WHERE WATER LINE CHANGES DIRECTION OR CONNECTS TO ANOTHER WATER LINE.
 - THE GENERAL CONTRACTOR IS RESPONSIBLE FOR CONDUIT AND WIRING TO ALL SCALES AND LIGHTS. CONDUIT TO BE A MINIMUM OF 24" BELOW FINISH GRADE.
 - ALL PROPOSED UTILITIES SHALL BE UNDERGROUND. ALL UNDERGROUND EXPOSURES SHALL HAVE BELOW FINISH DEPTHS.
 - THE CONTRACTOR SHALL ARRANGE AND PAY FOR ALL INSPECTIONS, TESTING, AND RELATED SERVICES AND SUBMIT COPIES OF ACCEPTANCE TO THE OWNER UNLESS OTHERWISE INDICATED.
 - PROVIDE PERMANENT PAVEMENT REPAIR FOR ALL UTILITIES TRENCHED IN EXISTING ROAD OR PAVEMENT TO REMAIN. LAW CURB TRENCH PAVEMENT AND GRASSY OR BARE BROTNESS TO MATCH EXISTING PAVEMENT. OBTAIN ALL PERMITS REQUIRED FOR TRENCHING.
 - UNLESS OTHERWISE SPECIFIED, ALL UNDERGROUND STRUCTURES, PIPES, CHAMBERS, ETC. SHALL BE COVERED WITH A MINIMUM OF 18" OF COMPACTED SOIL BEFORE EXPOSURE TO VEHICLE LOADS.
 - THE PROPERTY WILL BE SERVICED BY THE FOLLOWING:
 - SEWER: PRIVATE
 - SEWER: MUNICIPAL
 - WATER: MUNICIPAL

SITE DEVELOPMENT PLANS

TAX MAP 52 LOT 112A
UTILITY PLAN
C/A DESIGN, INC.
 131 PORTSMOUTH AVE. EXETER NH
 OWNED BY
NH EXETER PROPERTIES, LLC
 PREPARED FOR
C/A DESIGN, INC.

SCALE: 1"=50' FEBRUARY 28, 2023

45659-5

REV DATE DESCRIPTION APP BY

45659-5

REV DATE DESCRIPTION APP BY

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 This plan is not effective unless signed by a duly authorized officer of TFM, Inc.



HORIZONTAL SCALE 1"=50'

TFM Civil Engineer Structural Engineer Traffic Engineer Land Surveyor Landscape Architect Surveyor
 45659-5 45659-5 45659-5 45659-5 45659-5 45659-5 45659-5
 45659-5 45659-5 45659-5 45659-5 45659-5 45659-5 45659-5



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

INTEROFFICE MEMORANDUM

TO: Russ Dean, Town Manager
FROM: Jason Fritz, Deputy Fire Chief
SUBJECT: Address Changes - 82 Linden Street
DATE: 02/06/2024

Russ,

Can you please add this to the next Select Board Meeting agenda?

The E911 Committee has been working with the State to correct addressing discrepancies on Linden Street, in the area of 82 Linden Street. Currently, the residents at 82 Linden St. are using Linden Fields as their mailing address. Linden Fields is a private road for the Exeter Public Housing apartment complex. We have also assigned numbers to the community building and the maintenance shop. This change will reduce confusion within the E-9-1-1 system.

Attached you will find voluntary address change forms for all the affected units. Also attached is a map that will help illustrate the addressing concerns for this area.

I anticipate being at the Select Board meeting Monday, February 26th and would be happy to answer any questions at that time.

Thank you,

Jason

"A Tradition of Service"

DATE 2/13/24

MAP ⁹⁵ LOT 56

TOWN OF EXETER NH

APPLICATION FOR
VOLUNTARY
CHANGE OF ADDRESS

NAME OF OWNER: Exeter Housing Authority

MAILING ADDRESS 277 Water Street

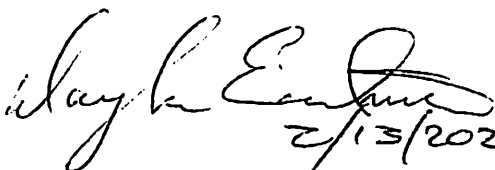
LOCATION OF PROPERTY: 82 Linden Street (Linden Fields)
(Units #1-17) *

APPLICATION IS FOR CHANGE OF ADDRESS NUMBER FROM: N/A

* All tenants using unit # Linden Fields as mailing address
TO: _____ FOR EMERGENCY RESPONDERS TO EASILY LOCATE
THE PROPERTY.

Signature of property owner(s): 

Select Board: Approval Rejected

* Explanation: Assigned address numbers to
two existing buildings. Number have been posted
Unit #16 Community Building
#17 Maintenance Garage
Date recommended by E911 2/6/24

2/13/2024

Date adopted by Select Board 1 1 N/A

The screenshot displays a Windows desktop environment. The primary focus is a web browser window showing a map application. The map features a residential neighborhood with numerous lots, each labeled with a red handwritten number ranging from 1 to 19. The map includes street names such as Linden Street, Linden Hills, and Linden Drive. A search bar at the top of the map interface contains the text "Type here to search". The browser's address bar shows a URL: "mapbox.com/...". The Windows taskbar at the bottom of the screen contains several application icons, including Internet Explorer, and the system tray in the bottom right corner displays the time as 10:46 AM and the date as 7/17/2014. The desktop background is a blue gradient with a faint image of a globe.



Pam McElroy <pmcelroy@exeternh.gov>

Fwd: Opioid Settlement Participation Forms

1 message

Russ Dean <rdean@exeternh.gov>

Tue, Feb 20, 2024 at 10:20 AM

To: Niko Papakonstantis <npapakonstantis@exeternh.gov>, Molly Cowan <mcowan@exeternh.gov>, "Julie Gilman (Town)" <jgilman@exeternh.gov>, Nancy Belanger <nbelanger@exeternh.gov>, "Dan Chartrand (Town)" <dchartrand@exeternh.gov>, Melissa Roy <mroy@exeternh.gov>, Pam McElroy <pmcelroy@exeternh.gov>

Good morning everyone,

Please see below from Deputy Attorney General Boffetti. I'm sending this in advance of the next Board meeting in the event you wish to read the settlements.

Thank you,

Russ

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

From: **Boffetti, James** <James.T.Boffetti@doj.nh.gov>

Date: Fri, Feb 16, 2024 at 12:02 PM

Subject: Opioid Settlement Participation Forms

To: Boffetti, James <James.T.Boffetti@doj.nh.gov>

Cc: Wheeler, Chantell <Chantell.B.Wheeler@doj.nh.gov>

Good afternoon –

Attached please find important settlement participation forms related to the State's recent opioid settlements. As in past settlements, the defendants have identified a number of primary, non-litigating political subdivision from whom they require participating agreements in order for New Hampshire to maximize the amount of settlement money we receive. Therefore, it is important that you review the attached settlement participation forms.

The New Hampshire Department of Justice has negotiated separate settlements with five companies related to their opioid conduct. Three of the companies are major pharmacy chains (CVS, Walgreens and Walmart) and two of them are opioid manufacturers (Teva and Allergan). The settlements, in total, will bring approximately \$100 million dollars into New Hampshire to help fight the opioid crisis. All of the money received by New Hampshire will be used for opioid abatement projects. Your jurisdiction is eligible to apply to the Opioid Abatement Commission for a share of these funds. Details about the activities of the Opioid Abatement Commission can be found at: <https://www.dhhs.nh.gov/about-dhhs/advisory-organizations/nh-opioid-abatement-trust-fund-advisory-commission>.

You will likely remember that in past settlements, the defendants have insisted on participating agreements from all primary non-litigating political subdivisions in the state (cities or towns with a population of at least 10,000), as a condition to receive the full payment amount under the settlement.

As in past settlements, your jurisdiction has been identified as one of those subdivisions from which the defendants want participation agreements. In essence, these defendants want some assurance that this settlement will end their exposure for their opioid conduct and that you will not bring an opioid-related lawsuit against them in the future. We ask that you review this material, and that you sign participation agreements for all 5 settlements. Forms for each settlement are attached to this email. Each of the settlement agreements can be found on the DOJ website, linked here. [National Opioid Settlement Information | NH Department of Justice](#)

In the past, your jurisdiction signed these participation agreements, and we were able to maximize payments in those settlements. We are hoping that you will do so again, so that we can maximize the amount of opioid abatements funds that New Hampshire will receive from these five settlements.

Time is of the essence in securing signed agreements from all of the primary nonlitigating subdivisions. We would ask that you return signed releases to me within the next 30 days.

I am available at your convenience to answer any of your questions.

James T. Boffetti

Deputy Attorney General

New Hampshire Department of Justice

1 Granite Place South

Concord, NH 03301


603.271.0302 direct

603.724-0174 cell


STATEMENT OF CONFIDENTIALITY

The information contained in this electronic message and any attachments may contain confidential or privileged information and are intended for the exclusive use of the addressee(s). Please notify the Attorney General's Office immediately at 603-271-3658 or reply to justice@doj.nh.gov if you are not the intended recipient and destroy all copies of this electronic message and any attachments.

5 attachments

 **Allergan Finance Subdivision Participation Form.pdf**
173K

 **CVS Subdivision Participation Form.pdf**
168K

 **Teva Finance Subdivision Participation Form.pdf**
174K

 **Walmart Subdivision Participation Form.pdf**
210K

 **Walgreens Subdivision Participation Form.pdf**
169K

EXHIBIT K

Subdivision Participation Form

Governmental Entity:	State: New Hampshire
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement in the matter of Teva Pharmaceutical Industries, Teva Pharmaceuticals USA, Inc., Cephalon Inc., Watson Laboratories, Inc., Actavis Pharma, Inc. f/k/a Watson Pharma, Inc. and Actavis LLC (collectively “Teva.”), dated November 22, 2022, and acting through the undersigned authorized official, hereby elects to participate in the Teva Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Teva Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Teva Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event within 14 days of the Effective Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in In re National Prescription Opiate Litigation, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopiodsettlement.com/>.
3. The Governmental Entity agrees to the terms of the Teva Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Teva Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Teva Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Teva Settlement.

7. The Governmental Entity has the right to enforce the Teva Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Allergan Settlement, including but not limited to all provisions of Section X (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Teva Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Teva Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Teva Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Teva Settlement.

10. Nothing herein is intended to modify in any way the terms of the Teva Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Teva Settlement in any respect, the Teva Settlement controls.

I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT K

Subdivision Participation Form

Governmental Entity:	State: New Hampshire
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement in the matter of Allergan Finance, LLS (f/k/a Actavis, Inc., which, in turn was f/k/a Watson Pharmaceuticals, Inc.) and Allergan Limited (f.k.a Allergan plc, which, in turn, was f/k/a Actavis plc) (collectively “Allergan.”), dated November 22, 2022, and acting through the undersigned authorized official, hereby elects to participate in the Allergan Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Allergan Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Allergan Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event within 14 days of the Effective Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in In re National Prescription Opiate Litigation, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopiodsettlement.com/>.
3. The Governmental Entity agrees to the terms of the Allergan Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Allergan Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Allergan Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Allergan Settlement.

7. The Governmental Entity has the right to enforce the Allergan Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Allergan Settlement, including but not limited to all provisions of Section X (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Allergan Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Allergan Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Allergan Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Allergan Settlement.

10. Nothing herein is intended to modify in any way the terms of the Allergan Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Allergan Settlement in any respect, the Allergan Settlement controls.

I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT K

Subdivision Participation Form

Governmental Entity:	State: New Hampshire
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement in the matter of CVS Health Corporation and CVS Pharmacy (together, “CVS”) dated December 9, 2022, and acting through the undersigned authorized official, hereby elects to participate in the CVS Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the CVS Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the CVS Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event within 14 days of the Effective Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in In re National Prescription Opiate Litigation, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopioidsettlement.com/>.
3. The Governmental Entity agrees to the terms of the CVS Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the CVS Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the CVS Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the CVS Settlement.

7. The Governmental Entity has the right to enforce the CVS Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the CVS Settlement, including but not limited to all provisions of Section X (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the CVS Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The CVS Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the CVS Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the CVS Settlement.

10. Nothing herein is intended to modify in any way the terms of the CVS Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the CVS Settlement in any respect, the CVS Settlement controls.

I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT K

Subdivision Participation Form

Governmental Entity:	State: New Hampshire
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated November 14, 2022 (“Walmart Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Walmart Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Walmart Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Walmart Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event within 14 days of the Effective Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in In re National Prescription Opiate Litigation, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopioidsettlement.com/>.
3. The Governmental Entity agrees to the terms of the Walmart Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Walmart Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Walmart Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Walmart Settlement.

7. The Governmental Entity has the right to enforce the Walmart Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Walmart Settlement, including but not limited to all provisions of Section X (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Walmart Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Walmart Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Walmart Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Walmart Settlement.

10. Nothing herein is intended to modify in any way the terms of the Walmart Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Walmart Settlement in any respect, the Walmart Settlement controls.

I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT K

Subdivision Participation Form

Governmental Entity:	State: New Hampshire
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated December 9, 2022, in the matter of Walgreen Co. and Walgreens Boots Alliance, Inc. (together “Walgreens”), and acting through the undersigned authorized official, hereby elects to participate in the Walgreens Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Walgreens Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Walgreens Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event within 14 days of the Effective Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in In re National Prescription Opiate Litigation, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopioidsettlement.com/>.
3. The Governmental Entity agrees to the terms of the Walgreens Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Walgreens Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Walgreens Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Walgreens Settlement.

7. The Governmental Entity has the right to enforce the Walgreens Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Walgreens Settlement, including but not limited to all provisions of Section X (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Walgreens Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Walgreens Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Walgreens Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Walgreens Settlement.

10. Nothing herein is intended to modify in any way the terms of the Walgreens Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Walgreens Settlement in any respect, the Walgreens Settlement controls.

I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

Town Manager's Report

Select Board Committee Reports

Correspondence



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

February 2, 2024

Peter Lennon, Trustee of Trust Funds
10 Front Street
Exeter, NH 03833

Dear Peter:

Enclosed is a check for \$3,500.00 for deposit into the Swasey Parkway Maintenance Fund, subaccount #112 for permit fees collected in 2023.

Also, please kindly process a disbursement in the amount of \$15,030.84 payable to the Town of Exeter from the Swasey Parkway Maintenance Fund, subaccount #111 for expenses paid by the Town during the year 2023.

Supporting documents are enclosed.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Dwane Staples".

Dwane Staples
Exeter Swasey Parkway Trustee Chair

Town of Exeter
Deposit to Swasey Parkway Maint. Fund
Permit fees
January - December 2023

ORG	OBJECT	DESCRIPTION	YEAR	PER	AMOUNT	CHECK NO	VDR NAME/ITEM DESC	COMMENTS
01340100	44401	Swasey Permit Fees	2023	8	(300.00)			Rec Rev DD
01340100	44401	Swasey Permit Fees	2023	5	(1,200.00)			Farmers Market
08452010	55272	RR- Special Events	2023	11	(2,000.00)	62844	SWASEY PARK TRUSTEES	Powder Keg Swasey Rental
					(3,500.00)			

ORG	OBJECT	DESCRIPTION	YEAR	PER	JOURNAL	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
						905.61	UNITIL- ELECTRIC	Swasey Parkway
01458908	55295	SP- Swasey Pkwy Maintenance	2023	12	259	45.74	TOWN OF EXETER W/S	QTRLY WATER/SEWER-SWASEY PARK
01458908	55295	SP- Swasey Pkwy Maintenance	2023	12	259	18.15	TOWN OF EXETER W/S	QTRLY WATER/SEWER- SWASEY PARK
01458908	55295	SP- Swasey Pkwy Maintenance	2023	12	8	153.80	SEACOAST MEDIA GROUP	SWASEY PARK BID
01458908	55295	SP- Swasey Pkwy Maintenance	2023	10	134	125.00	Vater Irrigation, LLC	irrigation winterizing
01458908	55295	SP- Swasey Pkwy Maintenance	2023	10	41	43.00	TOWN OF EXETER W/S	QTRLY WATER/SEWER-SWASEY
01458908	55295	SP- Swasey Pkwy Maintenance	2023	10	41	43.00	TOWN OF EXETER W/S	QTRLY WATER/SEWER SWASEY
01458908	55295	SP- Swasey Pkwy Maintenance	2023	7	55	38.03	TOWN OF EXETER W/S	Qtr water/sewer- Swasey
01458908	55295	SP- Swasey Pkwy Maintenance	2023	7	55	8.51	TOWN OF EXETER W/S	Qtr water/sewer- Swasey
					Non-Repairs/Maintenance	1,380.84		
01458908	55295	SP- Swasey Pkwy Maintenance	2023	12	204	2,850.00	All Natural Landscaping	SWASEY FALL CLEAN UP
01458908	55295	SP- Swasey Pkwy Maintenance	2023	11	61	1,800.00	All Natural Landscaping	SWASEY MOWING & TRIMMING
01458908	55295	SP- Swasey Pkwy Maintenance	2023	11	8	810.00	Bio Spray	GRUB CONTROL
01458908	55295	SP- Swasey Pkwy Maintenance	2023	10	41	1,800.00	All Natural Landscaping	SWASEY MOWING
01458908	55295	SP- Swasey Pkwy Maintenance	2023	9	12	2,250.00	All Natural Landscaping	mowing and trimming
01458908	55295	SP- Swasey Pkwy Maintenance	2023	9	12	1,200.00	WILLIAM E. CURTIS	swasey clean up
01458908	55295	SP- Swasey Pkwy Maintenance	2023	9	12	1,000.00	John J. Laurence	SWASEY PARK- STUMP GRINDING
01458908	55295	SP- Swasey Pkwy Maintenance	2023	8	43	1,800.00	All Natural Landscaping	mowing and trimming
01458908	55295	SP- Swasey Pkwy Maintenance	2023	8	43	900.00	WILLIAM E. CURTIS	Cut and remove Ash tree- Swase
01458908	55295	SP- Swasey Pkwy Maintenance	2023	7	55	1,800.00	All Natural Landscaping	swasey park mowing/trimming
01458908	55295	SP- Swasey Pkwy Maintenance	2023	6	14	1,800.00	All Natural Landscaping	mowing & trimming
01458908	55295	SP- Swasey Pkwy Maintenance	2023	5	21	1,840.00	All Natural Landscaping	SPRING CLEAN UP-SWASEY PK
01458908	55295	SP- Swasey Pkwy Maintenance	2023	2	34	2,542.50	JACOB D. SHORT	swasey park-pruning/cutback
01458908	55295	SP- Swasey Pkwy Maintenance	2023	2	34	1,257.50	JACOB D. SHORT	pruning shrubs
					Repairs/ Maintenance	23,850.00		
					Total Expenses	\$ 25,030.84		

Breakdown:	
Town pays for non-R&M expenses	1,380.84
Town portion of R&M expenses	8,619.16 b
Total Town Budget for Parkway	10,000.00
Balance of R&M Expenses after Town's Portion	15,030.84 a-b



Pam McElroy <pmcelroy@exeternh.gov>

SNHS Volunteer Income Tax Assistance Program-UPDATED LINK

1 message

NH Local Welfare Administrators Association <info-nhlwaa.org@shared1.ccsend.com>
Reply-To: info@nhlwaa.org
To: pmcelroy@exeternh.gov

Fri, Feb 16, 2024 at 12:43 PM



New Hampshire Local Welfare Administrators Association

Municipal Welfare Officials and Administrators,

Please read the communication below from Southern New Hampshire Services (SNHS) regarding IRS-Certified Volunteer Tax Preparation Services. SNHS has encouraged municipal local welfare, regardless of catchment area, to contact and/or share information regarding the tax preparation service.

Access to tax preparation services can be critical for people to avoid financial crisis and cost effective to helping providers, including municipal local welfare. Working with our helping friends at SNHS is testament to our collaborative relationship and acknowledgment to the value and increasing influence of municipal local welfare.

It's Tax Time!

The SNHS Volunteer Income Tax Assistance (VITA) program successfully launched January 24, 2022 bringing individuals and families with household incomes up to \$58,000 annually free tax preparation services. Taxes are prepared by IRS-certified volunteers who assist low-to-moderate income residents of the state to access the greatest amount of refunds.

It's easy to schedule an appointment by visiting nhtaxhelp.org to see the full list of free tax sites in the state and to make their appointment. Those without internet access can call 211.

Some important changes individuals will see this year include:

- An expansion of the Earned Income Tax Credit (EITC) for those without a child to claim; the expansion increases the age range to allow workers age 65+ and those as young as age 19 to claim this support for low-income working people.
- The Child Tax Credit was increased, and many people raising children received advance payments totaling up to half of the full credit. Those who got the advance

payments or who missed out on them can file a tax return to claim the full amount for which they are eligible.

· A change to the Dependent Care Tax Credit can mean as much as \$8,000 for those who paid for childcare or home care that allowed them to work or look for work.

The EITC is a support for working people who don't make a lot of money. According to the IRS, about 1-in-4 eligible New Hampshire residents fail to file for the EITC, leaving an estimated \$49 million unclaimed.

The IRS also encourages self-filers with internet access and a household income up to \$73,000 to take advantage of myfreetaxes.com

For more information email Patte Ardizzoni at pardizzoni@snhs.org or visit nhtaxhelp.org

[Open SNHS Page Volunteer Income Tax Assistance \(VITA\)](#)

Municipal local welfare cannot be “the everything” to everyone; however, we can be more to a larger community. We can do this by gaining knowledge, influence, and strengthening working relationships with our eclectic helping provider network of friends including with **Southern New Hampshire Services**. It is only by using a multipronged approach that we can find solutions to multifaceted challenges.

I hope this information is helpful to your efforts and our mutual cause.

Respectfully,

Todd Marsh

NHLWAA, President
todd.marsh@rochesternh.gov
<https://nhlwaa.org/>

Company Name | nhlwaa.org

NH Local Welfare Administrators Association | 17 Depot St, Suite 3, Concord, NH 03301

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Bulletin #7: Housing, Retirement, Cannabis & More

1 message

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

Fri, Feb 16, 2024 at 2:31 PM

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 07

2024 Session

February 16, 2024



[Live Bill Tracker](#)

Housing Hearings Continue

Today, the Special Committee on Housing met on all the bills assigned to that committee. We thank those of you who are currently waiting to testify alongside our staff in the committee on the following bills:

9:00 AM	HB 1168	establishing a committee to study the impact of the housing crisis on people with disabilities.
9:30 AM	HB 1065	relative to fire sprinkler requirements in residential buildings.
10:00 AM	HB 1215	relative to subdivision regulations on the completion of improvements and the regulation of building permits.
10:45 AM	HB 1361	relative to municipal land use regulation for manufactured housing and subdivisions.
1:00 PM	HB 1399	allowing municipalities to permit 2 residential units in certain single-family residential zones.
1:45 PM	HB 1400	relative to the required maximum number of residential parking spaces.
2:30 PM	HB 1291	relative to accessory dwelling unit uses allowed by right.

This coming week, the following housing-related bills will be heard:

Election Law and Municipal Affairs Government

Tuesday, February 20:

9:15 AM [SB 538](#) relative to zoning procedures concerning residential housing.

Municipal and County Government

Wednesday, February 21:

1:00 PM [HB 1371](#) relative to allowing the land use master plan to include a section on waste reduction.

2:30 PM [HB 1053](#) relative to permissible residential units in a commercial zone.

After Wednesday, the bulk of the hearings on housing-related bills in the House will be finished. We have consistently heard from legislators this session that they are interested in making changes to increase housing development. For those of you not following housing issues closely, the New Hampshire Department of Business and Economic Affairs (BEA) just released its 2023 update to the [Current Estimates and Trends in New Hampshire's Housing Supply](#). We believe that publication will generate some additional discussion at the State House. We thank those of you who have had conversations with your legislators about what is being done in your municipality, and urge you to remind them that we will be continuing the five-part [Local Solutions to the State's Housing Crisis](#) Webinar Series with several partners on Thursday. Next Thursday's installment will cover the popular topic of *The Intersection of Development and Clean Water*. ([Register here.](#))

State of the State Address

On Thursday, the governor delivered the State of the State address before a joint convention of the House and Senate.

Of municipal interest, the governor acknowledged the importance of the New Hampshire Primary and gave special thanks to our town and city clerks, moderators, and countless election volunteers who worked the polls to make the first in the nation primary possible.

The governor also acknowledged the success of the InvestNH housing program and the work done at every level of government to bring affordable and workforce housing online. With some building projects completed and the many in the pipeline, addressing the housing crisis is underway in our communities.

Local Option Public Safety Assessment Fee Moves Forward

This week the [House Ways and Means Committee](#) voted 10-10 on [HB 1254](#), which would enable a local option fee to be assessed hotel occupancies for municipal public safety services. This bill will go to the House floor without recommendation, allowing both sides to present their arguments for the full house to consider. Now is the time to advocate for this targeted proposal which would enable municipalities to offset the cost burden of municipal services associated with increased tourism and transient traffic. **Your voice is critical to the advancement of this policy, so please contact your representative(s) and ask for their support on the Ought to Pass motion.**

Election Bill Hearings Scheduled

On **Tuesday, February 20**, beginning at **9:00 a.m.** in **Legislative Office Building Room 306 - 308**, the **Election Law Committee** will hear testimony on a number of bills:

9:25 AM [HB 1098](#) relative to ballots delivered to elder care facilities.

9:50 AM [HB 1200](#) relative to controlled and secured storage of printed paper ballots.

10:15 AM [HB 1264](#) relative to the definition of accessible voting systems.

10:35 AM [HB 1310](#) relative to meetings of supervisors of the checklist.

11:00 AM [HB 1384](#) relative to noncompliance by a town or ward moderator and clerk.

11:25 AM [HB 1523](#) revising the moderator's worksheet for counting votes in elections.

1:00 PM [HB 1557](#) requiring the secretary of state to enter into a membership agreement with the Electronic Registration Information Center.

We strongly encourage election officials to come to Concord to share their thoughts with the committee on Tuesday. We also wanted to thank the Town Clerks Association, in particular, as they have provided us valuable information on several election-related bills this session and we enjoy working with them and bill sponsors to improve proposed legislation.

RTK Omnibus Bill Advances to Senate

Yesterday, the House voted to send an amended version of [HB 1069](#) to the Senate on the consent calendar. As amended, the bill does two things: (1) changes the Right-to-Know Law to say, “any person” instead of “citizen,” and (2) allows someone to request records electronically and receive them electronically or by mail without requiring the physical appearance of the person, subject to a narrow series of exceptions centered on the government’s technological capability and security.

The changes proposed by this bill could cripple local government. If this bill passes, anyone anywhere may request records of New Hampshire municipalities – records created and kept for the benefit of New Hampshire’s residents – and receive those records after *only* paying for the cost of mailing (if applicable) and copying (if applicable). If the requester wants the records sent electronically, the bill would not allow any cost recovery for New Hampshire taxpayers, regardless of how much staff time is spent on responding. So many municipalities have seen giant corporations use Right-to-Know Law requests to gather data for commercial purposes at the cost of taxpayers, an issue that will be further exacerbated as Artificial Intelligence is increasingly used to seek out data and information.

We remain hopeful that [HB 1002](#), which was sent back to House Judiciary after initial amendment by the House and provides for a cost-recovery provision in the Right-to-Know Law, will (again) be recommended for adoption by that committee after further work. Unless or until that happens, however, it will be important for local officials to reach out to their Senators to explain the impacts the changes proposed by [HB 1069](#) would have on municipal operations and the costs associated with such requests.

Cannabis Bill Advances

On Tuesday, a subcommittee of the House Commerce and Consumer Affairs Committee approved several changes to [HB 1633](#), which would legalize adult-use cannabis in the state. The full House Commerce and Consumer Affairs Committee is set to vote on a recommendation on Wednesday.

In the past, the House has traditionally passed cannabis legalization measures, but they have not advanced past the Senate. A legislatively created commission failed to arrive at a consensus by a deadline last December; therefore, it is unclear whether [HB 1633](#) will meet the threshold of what the Senate and governor consider acceptable.

In the [amendment](#) proposed by the subcommittee for [HB 1633](#), a new statute, RSA 318-F:13, would be created to govern the enactment of municipal ordinances. NHMA will continue to work with stakeholders to try to remove Sections III and IV of that new chapter as they are unnecessary for proper regulation at the local level.

Additionally, the amendment’s formulation of local aid shifts the bulk of expected revenues to school funding rather than municipal funding. However, the amendment retains about 10% of revenue for municipal use.

Update on Retirement Related Bills

Since 2010, over 100 changes to RSA 100-A involving the New Hampshire Retirement System (NHRS) have been enacted. This session, 20 bills were introduced, many of which would affect member benefits or have a fiscal impact on municipal and school budgets.

Two bills this session would work **decrease** NHRS municipal budget costs and provide local property tax relief:

- [HB 1279](#) is awaiting a recommendation from the House Finance Committee. This bill would require the state pay 7.5 percent of local employer retirement contributions for Group I teachers and Group II police and fire members on an ongoing basis.
- [HB 436](#) was passed in the House and will move to the Senate. A 2023 bill that has been amended, [HB 436](#) would appropriate \$50 million in fiscal year 2024 for the purpose of reducing the retirement system’s unfunded actuarial accrued liability (UAAL) determined under RSA 100-A:16, II.

Below is a status update on some the bills that propose policy changes to RSA 100-A, *many* of which will **increase** municipal employer costs:

- [HB 1451](#) was recommended Ought to Pass as amended 20-0 by the House Executive Departments and Administration Committee. This bill would require that mandatory overtime be reported as part of the full base rate of compensation. There would be an indeterminable, but certain, cost to this proposal.
- [HB 1647](#) was recommended Ought to Pass as amended 20-0 by the House Executive Departments and Administration Committee. This bill would increase the multiplier for Group II Tier B and C members (and future hires) to 2.5 percent for all years worked in excess of 10 years. The bill includes a \$55.9 million state appropriation to offset the cost, but Group II employers would still have an ongoing annual cost of \$4.09 million.
- [SB 309](#) is awaiting a committee recommendation from the Senate Executive Departments and Administration Committee. This bill would reduce the vesting period for retirement system benefits from 10 years to 5 years. The fiscal note indicated that this bill will reduce the unfunded liability by 12.1 million, but would increase the future benefits resulting in a \$2.12 million ongoing annual costs across all groups.
- [SB 368](#) is awaiting a committee recommendation from the Senate Executive Departments and Administration Committee. This bill retroactively amends current law regarding the reduction of a retiree's annuity at their full retirement age under the Social Security system and would apply to members of Group I who already retired prior to July 1, 2023, and had not attained age 65 prior to July 1, 2024. The annual cost of this proposal is \$520,000 over the next 20 years to fund the resulting \$11.1 million increase to the UAAL.
- [HB 1307](#) was recommended Ought to Pass as amended 20-0 by House Executive Departments and Administration Committee. This bill would make a one-time state funded supplemental allowance of \$500 to accidental disability benefit recipients whose annual benefit is less than \$40,000. There is no municipal cost.
- [SB 520](#) was recommended Inexpedient to Legislate 5-0 by the Senate Executive Departments and Administration Committee. This bill would create a redundant financial standard of care requirement for state and local public retirement systems in discharging fiduciary duties.
- [HB 1211](#) was recommended Inexpedient to Legislate 20-0 by the House Executive Departments and Administration Committee. This bill would temporarily increase the number of hours a retired employee can work in a calendar year from 1,352 to 1,872. After 10 years, the number of hours would revert to the 2023 level of 1,352 hours.

Finally, the following bills are no longer in play this session:

- [HB 1421](#): Inexpedient to Legislate. This bill would have required the NHRS Board of Trustees to contract two investment consulting firms and review their performance and increasing costs to the administration of the system.
- [HB 1653](#): Sent to Interim Study. This bill would have modified the definition of earnable compensation for Group II members hired prior to July 1, 2011, and who did not attain vested status prior to January 1, 2012, adding \$ 26.9 million to the UAAL with an annual ongoing cost of \$2.88 million for Group II employers.
- [HB 1673](#): Sent to Interim Study. This would redefine the average final compensation for Group II members hired prior to July 1, 2011, and who did not attain vested status prior to January 1, 2012, adding \$18.5 million to the UAAL with an annual ongoing cost of \$2.04 million for Group II employers.

Reminder: Local Solutions to the State's Housing Crisis Webinar Series

NHMA is proud to partner with New Hampshire Department of Business and Economic Affairs, New Hampshire Planners Association, New Hampshire Association of Regional Planning Commissions, University of New Hampshire Extension, PLAN NH, New Hampshire Housing, Community Development Finance Authority, and the Center for Ethics in Society at Saint Anselm College on a 5-part webinar series focusing on local solutions to New Hampshire's housing shortage. The other programs in the series are:

[“The Intersection of Development and Clean Water”](#) (Thursday, February 22)

[“YIMBYism: A Different Approach to Development”](#) (Thursday, February 29)

[“Transfer of Development Rights 101: A Primer”](#) (Thursday, March 7)

[“Attracting Developers”](#) (Thursday, March 14)

The series will highlight a variety of actions municipalities are taking to improve the housing shortage. We've all seen numerous news reports about, for instance, the [2,717 housing units that will shortly be under construction in Concord](#) (a [14% increase](#) in housing units), but this series will delve into the factors that lead to success and how growth can balance against existing demands for municipal services. We hope that you will register via the links above and join us during this series.

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If you are a municipal official in a city or town and are interested in serving on one of the policy committees, please contact the Government Affairs staff at 603-224-7447 or governmentaffairs@nhmunicipal.org.

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There will be an organizational meeting for all committees on **Friday, April 5**. After that, each committee will meet separately as many times as necessary to review the policy proposals assigned to it—typically three to five meetings, all held on either a Monday or Friday, between early April and the end of May.

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Government Affairs Contact Information

Margaret M.L. Byrnes, Executive Director
Natch Greyes, Government Affairs Counsel
Katherine Heck, Government Finance Advisor
Timothy Fortier, Communications Coordinator
Pam Valley, Administrative Assistant
[25 Triangle Park Drive, Concord, NH 03301](#)
Tel: 603.224.7447



Bulletin #8: Anti-Lobbying & Immunity Repeal Exec Sessions Scheduled, Housing Update

1 message

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

Fri, Feb 23, 2024 at 10:51 AM

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 08

2024 Session

February 23, 2024



[Live Bill Tracker](#)

A Slow(er) Week

Next week is school vacation week. Traditionally, that also means that it's Senate vacation week. This year, the House will be joining the Senate in scheduling as few activities as possible next week. That doesn't mean that all work will stop. There's still plenty to do to prepare for the following week—which promises to be another busy one!—but for those of you planning vacations, you need not worry about immediate deadlines.

Reminder: Executive Session on Anti-Lobbying Bill

On **March 6, 2024**, at **10:00 a.m.**, the [House Legislative Administration Committee](#) will hold its executive session on [HB 1479](#), the anti-lobbying bill that we covered in depth in [Bulletin #6](#). Many of our members wrote letters in opposition or came to Concord to testify, as this bill would not only prohibit organizations like NHMA from representing their members, but would also prohibit local officials (and many others, including nonprofits) from participating in the legislative process. We know that several members have submitted letters to the committee in opposition since the hearing, and we encourage you to continue to reach out to the committee and your own representatives (and remember to email a copy of your correspondence asking them to oppose **HB 1479** to us).

Reminder: Executive Session on Immunity Repeal Bill

On **March 6, 2024**, at **10:00 a.m.**, the [House Judiciary Committee](#) will hold its executive session on [HB 1640](#), the bill that would allow claims against municipalities under *any* provision in the New Hampshire or United States Constitution, repealing all immunity provisions and liability caps. We wrote extensively about the impact of this bill in

[Bulletin #6](#). We encourage you to continue to reach out to the committee to explain the problems with the bill (and remember to email a copy of your correspondence asking them to oppose **HB 1640** to us).

A Housing Update

The past week and a half has seen a number of critical hearings on the most controversial of the [70 land use bills](#) that NHMA is following this session. In many of those hearings, amendments were offered to the originally drafted bills, some of which are available as digital copies on the individual bill's pages.

NHMA has vigorously defended its [member-adopted position](#) to oppose any legislation that creates a statewide land-use mandate. At the same time, NHMA has proposed several amendments that seek to solve some of the issues identified in legislation in a manner that preserves local control and leverages policy options that either have a proven track record of success or are likely to lead to success.

For example, on [HB 1053](#), which identifies the changing use of some commercial districts, NHMA [proposed](#) a solution derived from several sections of pending [SB 538](#). That solution would seek to expand the use of the Community Revitalization Tax Relief Incentive, RSA 79-E:2, to provide a local option to provide incentives to address conversions of commercial spaces to residential spaces. Those who have used the existing tools provided by RSA 79-E know how effective it can be to promote revitalization of areas not currently experiencing best use of land, while also helping municipalities continue to guide development as outlined in their master plans.

As outlined in the [first part](#) of *Local Solutions to the State's Housing Crisis Webinar Series: Our Housing Shortage*, there are many pieces of the housing shortage puzzle. In the subsequent four parts ([register](#) for next week's part three: *YIMBYism - A Different Approach to Development*), speakers, including local officials, state experts, and developers, will explain what solutions we know will make progress in solving the puzzle.

Unfortunately, solutions take time. We saw the legislature adopt substantial changes during the 2022 session ([learn more](#)), the effects of which municipalities across the state are seeing now. It is likely that the legislature will pass additional legislation this session. We are hopeful that by working with our partners to promote a collaborative approach between the state, municipalities, and other key stakeholders to address the state's housing shortage, we can help pass legislation that will improve the disparity between housing demand and housing supply across all income levels.

We understand that the House Special Committee on Housing [will be meeting](#) in a work session the Friday after the break (March 8). We do not yet know what that committee will decide to recommend on the bills before it, but we are hopeful that it will support our members' positions and provide options that encourage collaborative approaches between the state, municipalities, and other key stakeholders.

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