

Select Board Meeting
Monday, March 25th, 2024, 7:00 p.m.
Nowak Room, Town Offices
10 Front Street, Exeter NH 03833
REGULAR BUSINESS MEETING BEGINS AT 7:00 PM

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

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1. Call Meeting to Order
2. Swearing In Of Elected Officials
3. Select Board Reorganization
4. Public Comment
5. Proclamations/Recognitions
6. Approval of Minutes
 - a. Regular Meeting: March 4th, 2024
 - b. Regular Meeting: February 26th, 2024
 - c. Regular Meeting: March 18th, 2024
 - d. Special Meeting: March 8th, 2024
 - e. Special Meeting: March 20th, 2024
7. Appointments
 - a. None
8. Resignations
 - a. None
9. Discussion/Action Items
 - a. Food Truck Update – Town Manager
 - b. Review Town Voting Results from March 12th, 2024
 - c. 2024 Paving Contract Extension – Stephen Cronin, DPW Director
 - d. Automated Mower Proposal – Greg Bisson, Parks/Recreation Director
 - e. Adopt Pairpoint Park Committee Charge
10. Regular Business
 - a. Tax Abatements, Veterans Credits & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report

- d. Select Board Committee Reports
- e. Correspondence
- 11. Review Board Calendar
- 12. Non-Public Session
- 13. Adjournment

Niko Papakonstantis, Chair
Select Board

Posted: 03/22/24 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

Swearing In Of Elected Officials

2024 Elected Officials

Select Board

Molly Cowan 2027

Supervisor of the Checklist

Stacey Penna 2030

Trustees of the Library

Davis Moore 2027

Lisa Wilson 2027

Sherry Kostenbader 2027

Trustees of Swasey Parkway

Darius Thompson 2027

Trustees of the Trust Funds

Peter Lennon 2027

Budget Recommendations Committee

Elizabeth Canada

Andrew Elliott

Enna Grazier

Amanda Kelly

Bob Kelly

(James Darden Rives – RESIGNED 3/5/24)

Judy Rowan

Christine Soutter

Christopher Zigmont

Anthony Zwaan

Fence Viewer

Doug Eastman

Measurer of Wood and Bark

Doug Eastman

Weigher

Jay Perkins

Select Board Reorganization

Proclamations/Recognitions

Minutes

Select Board Meeting
Monday March 4, 2024
7 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

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

2. Public Comment

- a. Anne Kenney of 3 Walnut Street read her own statement regarding paid parking. The parking situation in Exeter is not a shortage of spaces. She's never had a problem parking in Exeter. She would like to see the number of 2-hour parking spots increased and maybe add 1-hour spots. There would be negative impacts from introduced paid parking. It would be a burden to residents supporting local businesses and restaurants. It would change the aesthetics and quality of life for residents and visitors. Finding the staffing to monitor and ticket for parking violations would be difficult. It's unproven that parking kiosks actually generate revenue. She suggested parking decals for residents and employees instead of paid parking. She prefers the angled parking rather than losing spaces with parallel parking. Regarding a bike lane, there are other avenues than Water Street to bike on. The idea of a park in front of Town Hall is intriguing.
- b. Florence Ruffner of 5 Pine Street, a business owner downtown, said she is in favor of parking meters. She sees so many people park in front of businesses all day long. Her building has its own parking lot, but there has to be a better solution. She can't do parallel parking. A park is a lovely idea but we have a lot of lovely parks in our community and she can't see it happening. It was effective when Mr. Jones was an Officer and marked the cars.
- c. Paul Fredricks of 9 Newfields Road said he agrees with Anne Kenney. He likes coming downtown but if there were parking meters he would do it a lot less.

3. Proclamations/Recognitions

- a. J. Darden Rives from the BRC

MOTION: Ms. Belanger moved to accept the resignation of J. Darden Rives from the Budget Recommendation Committee. Ms. Gilman seconded. The motion passed 5-0.

4. Approval of Minutes

- a. Regular Meeting: February, 2024
Approval of minutes was tabled until the next meeting.

5. Appointments

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

6. Discussion/Action Items

- a. Pairpoint Park Update

Mr. Chartrand recused himself from the discussion.

Mr. Papakonstantis said he would like the Board to consider moving forward with a formal motion to establish a committee.

Town Planner Dave Sharples said he met with Dave Short, Keith Whitehouse, and Nancy Phillips onsite. What they recommended was putting a fence at the retaining wall and filling in the hole, then opening it for public use. He had concerns about that plan. The ground is uneven outside of the hole, and there are rocks and depressions. When the fire happened, it burned down and the Fire Department called the DPW, who scooped the rubble out for disposal. The remainder was smashed down into the ground. There's not necessarily harm from chemicals - the environmental survey didn't find harm - but it's not good to be walking around on uneven ground with possible organic material. Regarding the retaining wall, he would like to have structural engineers take a look before we put a fence on it. There's a gas line and sewer line coming into the property which appear to be abandoned but should be dealt with. We came up with a concept to have the park visible but just have a little area by the sidewalk visible for now.

Ms. Belanger asked about the cost of the structural engineering review. Mr. Sharples said he would want a \$1,000 allowance for that. He wants them to check so we don't find out later that the wall wouldn't support a fence. Maybe there was structural analysis there when the dam was removed, but he hasn't found anything.

Ms. Gilman said what we would do for a "bump out." Mr. Sharples said we'd cut down about a foot from the sidewalk and build material up as it goes out. We could use a reclaimed asphalt type surface which would be accessible. It would extend maybe 12 or 16 feet into the site.

Dave Short of 1 Dewey Street said based on public feedback and the site visit, he thinks it's in everyone's best interest to not start anything immediately. The process that was discussed at the last meeting was to have town staff and engineers come up with a plan for the park, and then form a committee, but he thinks they should form that committee now. It should include members of the public and the group that has gotten together, including Jen Martel. He thinks design-build with a Designer/Contractor is the way to go. You get the work for significantly less than if designing it separately. We shouldn't do anything to the site for the moment but should gather data and start the design process. There is some boring data for the site which will give us a better idea of what's underground. The goal should be to minimize or eliminate the use of tax dollars.

Mr. Papakonstantis said there was a fire on the site, so he would like to make sure it's safe. The town has only had the property for 67 days. We're not looking to turn away from anyone who wants to donate time or money. There are policies and procedures for a reason. We need to establish a committee, put together a mission, and put out a call for volunteers.

Ms. Belanger said the boring report was done for a private person. Can we accept a private report from 2018? Is it important to have our own analysis done? Mr. Sharples said he hunted down a plan set of the Great Dam removal which shows a boring of this site, but he hasn't gone further. It was 15 feet up from the retaining wall in the center of the property. The report he saw was from 2016, so it may not be the same report. Ms. Gilman said the previous owners had a design for a substantial property on that site. The HDC approved it. Mr. Sharples said he will continue to research. Ms. Belanger asked what the turnaround would be for a Structural Engineer. Mr. Sharples said he has a couple of guys who could probably come. It could probably be done in a couple of weeks.

Ms. Gilman said she would rather have an open fence than a closed one. She added that it could be a good spot for a pollinator garden.

Mr. Papakonstantis said he doesn't know how safe it would be to keep it open right now. We should run it by Primex. When we accepted the donation, the Town Manager's office started looking for new fencing. Ms. Roy said Greg Bisson said there's enough money in the impact fees to put in the new fence. It would probably be either at the waterfront or at the sidewalk, not both. Ms. Gilman clarified that she wanted a fence you can see through rather than stockade fencing. Mr. Short said he thinks you'd have a hard time erecting a fence with the cellar hole there. You could do a four foot high fence that people could look over the top of. Ms. Gilman suggested having a fence with murals on it.

Keith Whitehouse of Westside Drive asked how long it will take before the public can go down into the park. Mr. Papakonstantis said we don't know. We need to establish a committee, come up with a mission, ask for applications, interview volunteers, etc. Ms. Gilman said if it costs money we'll have to wait until next March for that to be approved. We'll also want some public comment on the design. Mr. Papakonstantis said this will probably be done in phases. We first have to find out what we have there and what the community wants there.

Paul Fredricks of 9 Newfields Road said he wants to open up some kind of vision towards the river so people can get excited about it. This will help with fundraising. The fence today is not something you could paint a mural on, it's slatted and falling apart. He would like to see a little fence with a sign that says "This site is going to be developed."

MOTION: Ms. Belanger moved to establish and implement a Pairpoint Park Stakeholders Committee with a mission to be presented at the next Select Board meeting on March 18th; and immediately upon acceptance, the Town Manager's office will accept applications and the Board will commence interviews. Ms. Gilman seconded. Mr. Chartrand did not vote. The motion passed 4-0.

Mr. Sharples said he's working on the shoreland conditional permit.

7. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Gilman moved to approve a tax abatement for 110/2/82 in the amount of \$107.12 for tax year 2023. Ms. Belanger seconded. The motion passed 5-0.

- b. Permits & Approvals
 - i. There were no permits or approvals at this meeting.
- c. Town Manager's Report
 - i. Ms. Roy said last Tuesday, the DPW and our partners facilitated the Pickpocket Dam public meeting. The questions that were asked will be put together and released online in a few weeks.
 - ii. She joined Riverwoods to discuss the warrant articles.
- d. Select Board Committee Reports
 - i. Ms. Belanger attended the Pickpocket Dam discussion. The Conservation Commission is sponsoring herring monitoring. The program is 10 minutes 7 days a week and will start in early April to late May.
 - ii. Ms. Gilman went to the Pickpocket Dam presentation.
 - iii. Ms. Cowan had no report.
 - iv. Mr. Chartrand attended the Facilities Advisory Committee meeting. They discussed the process of building a new building if the Public Safety complex passes. There's a great depth of knowledge on that committee. They did some planning for the Facilities Committee's work for the coming year.
 - v. Mr. Papakonstantis attended the Pickpocket Dam meeting. Our consultant did an excellent job. Testimony can continue to be given by the public until March 21st, the date of the next River Advisory Committee meeting. He thanked Riverwoods for inviting town staff to visit them. Folks had a lot of good questions and comments.
 - vi. Ms. Belanger said the Police and Fire Departments are having a presentation on Wednesday March 6, 7-8 PM, to answer questions about the warrant article.
 - vii. Ms. Gilman gave an update on State Legislative issues.
- e. Correspondence
 - i. A memo from MRI with a copy of the Department of Revenue's memo to the Board, indicating the median ratio for 2023 is 62.9%.
 - ii. The NHMA legislative update
 - iii. Several emails regarding Pairpoint Park.
- 8. Review Board Calendar
 - a. There's a second public hearing this Friday March 8 at 8 AM on the Planet Playground property; there's another hearing March 18. Next Tuesday is voting. The next Select Board regular meetings are March 18, April 1, April 15, and April 29.

9. Non-Public Session

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

10. Adjournment

MOTION: Mr. Chartrand moved to adjourn. Ms. Belanger seconded. The motion passed 5-0 and the meeting was adjourned at 8:03 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Select Board Meeting
Monday February 26, 2024
6:50 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Julie Gilman, and Nancy Belanger. Dan Chartrand was present via Zoom; he stated that he was unable to attend in person and that he was alone in the room. Town Manager Russ Dean and Assistant Town Manager Melissa Roy were also present at this meeting.

The meeting was called to order by Mr. Papakonstantis at 6:50 PM and the Board went down to the Wheelwright Room for an interview.

2. Board Interviews

- a. Rachel Adams Ladeau for the Recreation Advisory Board

The Board reconvened in the Nowak Room at 7 PM.

3. Public Comment

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

4. Proclamations/Recognitions

- a. There were no proclamations/recognitions.

5. Approval of Minutes

- a. Regular Meeting: February 12, 2024
Corrections: Ms. Belanger said on page 3, in the discussion of the Public Safety Complex, please add "Ms. Belanger said our budget process includes supporting training."

MOTION: Ms. Belanger moved to approve the minutes of February 12, 2024 as amended. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

6. Appointments

MOTION: Ms. Belanger moved to appoint Rachel Ladeau to an alternate position on the Recreation Advisory Committee, term to expire April 30, 2024. Ms. Cowan seconded. In a roll call vote, the motion passed 5-0.

7. Discussion/Action Items

- a. Update on Pairpoint Park
Mr. Chartrand recused himself from the discussion.
Mr. Dean said there's been interest in forming a citizen group to address Pairpoint Park.

Dave Short of 1 Dewey Street said a couple months ago during the donation of the property of 23 Water Street, it was proposed that it was put into the CIP as a low priority. He is proposing to get this moving without any tax dollars. It needs the foundation hole filled, grading, a fence put down by the water, and the existing fence removed. This would allow landscaping, fundraising, and grant seeking to begin. The final phase would be the actual construction of the park. He's gotten together a diverse group of people to serve on an ad-hoc committee to move this forward. Because of the seasonal nature of some of the volunteers' businesses, this work would have to be done in the off-season, which is ending soon.

Mr. Papakonstantis said this opportunity came hastily to the Select Board in December. He read part of the motion regarding the acceptance: "The Select Board would authorize the Town Manager to work with the Town Planner and other 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 other existing projects; to authorize the Town Manager to move forward with developing a formal plan; for the Select Board to consider all other fundraising donations or donations of time; and 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 Board." It wasn't that we were kicking this to the end of the line, it was that it had to be in its place. Organizing an ad-hoc committee is typically done by the Board. We want to make sure we're including everyone who wants to be included.

Resident Lara Bricker said she would like to be involved in this committee. She's active in fundraising activities for some large annual events. We have a group of people who are enthusiastic and desire to get this done, and local businesses willing to donate goods and services to the town. It's a win-win. She hopes we don't lose the opportunity to have this work done by getting caught up in the process.

Dave Short said Bell & Flynn would provide gravel to fill the cellar hole. Keith Whitehouse will provide machinery to spread it. It will be minimal disruption and a quick process over a half day where parking spaces in front would be taken up. We need to get a fence up by the river to secure people from falling in. We've gotten quotes for chain link and aluminum fencing.

Ms. Belanger asked to hear from Town Planner Dave Sharples on this proposal. Mr. Sharples said his involvement so far has been minimal. The Town Manager sent him the shoreland permit application to check if it was complete to submit to the State. He concluded that it was complete, but there was no further analysis.

Ms. Belanger said we were going to wait a while and see our options. We were rushed into accepting this property. We accepted with the understanding that we were going to take a strong look at it and not be rushed further. We have a process on creating a committee, but now the Town Manager has been meeting with a committee we haven't appointed. She's not comfortable with being rushed through another process. Mr. Dean said there was only one

meeting which happened on February 16, and the Chair of the Select Board was there as well.

Ms. Gilman said she agrees with Ms. Belanger. She wants to have a sense of what the entire project would be before starting to mess with the site. She is concerned about its accessibility for those with disabilities.

Ms. Cowan said she was not at the meeting in December when the Board accepted the property. It's hard to get volunteers, and we have to meet the moment, but we get into trouble if we rush the process. We have a process for a reason. If we haven't vetted this or had full discussions, that goes against what she's imagining. Town government can be glacial for a reason.

Mr. Short said the impetus behind this was to save tax dollars. We're proposing to do a small part of what needs to take place down there. The real work of design and engineering will be slow. This does seem a little rushed but it's a necessary first step.

Mr. Staples said he approaches a project with "what's the goal," and more questions come out of that. Obviously, the goal is a park, but what kind of park? Would people sit? Would they eat? Would there be gardens? Should the entire area be accessible? What experience should people have when they're there? Then you form a ballpark of where to go and how much to spend and you can design the park. There are some existing site constraints: foundations on either side, one of which has some quick cement on it and dilapidated pavement; an old granite cellar foundation; and a drop from the sidewalk to the retaining wall. The grade is 10% and for a public park it should be 2% or less. There are different ways to approach this. We haven't done a brainstorming/workshop session on what the final goal of the project is.

Ms. Bricker said this is everyone's not-busy season. Otherwise we would have to wait another year. If we could just get this done now, we can go back to the slow pace for the rest of the work. We should have these people do this work and get the application to the Wetlands Board, and then take our time. This is just getting to a starting point so people can see what's there and be more apt to donate money.

Mr. Papakonstantis asked what the site would look like when they were finished. Will people be able to use it right away? Ms. Bricker said it's more about visibility and not being an eyesore.

Mr. Papakonstantis asked Mr. Dean if he's talked to Primex. Mr. Dean said we talked to them and they did a site visit as part of the donation process, but no further work has been done.

Mr. Papakonstantis asked Mr. Sharples if this area would be safe for folks. Mr. Sharples said he doesn't know where the property lines are. What does that transition look like? On the shoreland permit, there's about 900 square feet of fill. Beyond that there are some issues, like concrete blocks, holes, and pipes. We should probably smooth it out if we want people to walk on it.

Mr. Short said regarding the concrete on the Chocolatier side, the intent was to take the fence to the top of the wall and once we reach the area where

those blocks are to come back up towards Water Street. We don't want people getting to those. On the Cornicello side, there's one granite block that needs to be raised or replaced so there's no room under the fence. Then it will be a safe environment.

Ms. Belanger asked how quickly this has to get done. Mr. Short said the permit would be submitted to the State with a 5 business day turnaround, so if we submit right away it could be done within the next two weeks. The whole process would slow down once this step takes place. Ms. Gilman said we haven't seen anything, we're only hearing about it verbally. Mr. Short said we will have quality contractors in there. What is done will meet the satisfaction of the town. The upper fence wouldn't immediately come down, we would get the say-so of the Board first. We haven't formed our own committee, we're offering to volunteer our services. Ms. Belanger said there is a committee process that must be followed. The town ultimately must approve. Mr. Short said we're happy to put in an application to be part of a committee.

Scott Ruffner of 11 Hall Place was present remotely via Zoom. He said he is part of the group helping to push this forward. He's confused by the difference between ad-hoc and regular committees. With the Town Hall Committee, this ad-hoc committee was put together by the town and there wasn't pushback or concern on that initiative. Ms. Gilman said the Town Hall Committee was a project that we got a grant for and hired an architecture firm to study accessibility issues and other concerns. The group was put together at the invitation of Ms. Gilman, the Architect, and the Assistant Town Manager. It was just for preliminary input on user needs, not for designing or volunteering to build something. People in that group are not going to be making final decisions, it will go to the general public and this is at least a two-year project.

Mr. Papakonstantis said the idea that this Board had was to put together an ad-hoc committee. We have all kinds of advisory committees that support town staff. This is a finite project. It's similar to the Police Stakeholders Committee, which had one purpose for a finite period of time. They brought their proposal to the Select Board and the committee was done. That was what he was envisioning for this project. We try to get a diverse group of people who bring something different to the table to put together a plan. The town needs people who are generous with their time and money, but it was a letter to the Select Board less than a month after the donation with "here's the committee we put together and here's what we're going to do." We have a process for utilizing staff, and one of our Department heads was put in a compromising position. Someday Mr. Bisson will be overseeing this park, but he doesn't know anything about this yet. Folks should have gone to the Town Manager before they included Mr. Bisson. January and February are the Board's busy season, with our Budget Hearing, Deliberative Session, and helping people understand warrant articles. He's excited about 23 Water Street but we didn't get right on this because we're trying to get ready for the election. Folks want to do something nice for the town but we're elected to do what's best for the entire town and

following town procedures. If we accept this donation, what is it we're getting? What will happen? There's no plan.

Steve Hermans of 21 Forest Street said he's been part of this group; it's not a committee, it's just a group of people who want to see this happen. There should be a way to receive these offers of donated services to stabilize this area, make it safe, and create a "blank slate" to help people see and understand this park. The Board and the Town Manager could decide which town employee could coordinate with those contractors. It would be at no cost to the town, other than the impact fees for the fence. Ms. Gilman said the Board has to approve using the impact fees, so we need more information about what will happen with those fees. If you have a staff person to coordinate, that's budgeted time. It's hard enough to have staff coordinate our existing committees. It's not as easy as you'd like it to be.

Mr. Papakonstantis asked Mr. Dean to discuss the process when the town acquires a piece of land and who the staff member should be to work with the group. Mr. Dean said in this situation where it's proposed to be a park, it would be the Town Planner and the Parks and Recreation Director. The Board has to be the entity that accepts a donation, so it's up to the Select Board to decide whether to accept these offers of services. This is not a very typical situation. Mainly we get conservation land and easements, so we turn them over to Kristen Murphy, our Conservation Planner, to administer them with the Conservation Committee. Ms. Belanger asked about Stewart Park. Mr. Dean said that was before his time. The Chamber of Commerce was involved in that effort.

Florence Ruffner of 5 Pine Street said we know how much Keith Whitehouse does for the town. Bell & Flynn does a lot for the town. This hole has been there for 35 years. If these people we already use can fill in the hole, and we have the resources to save the taxpayers money, \$5,000 or \$10,000, she doesn't understand what the issue is. Ms. Gilman said the Memorial Day Committee started out as appointed, but Ms. Ruffner took it over and now we don't know who's on it. Ms. Ruffner said no one ever asked her. She provides all of her receipts. Mr. Dean said there are some committees, such as the Holiday Parade committee, that aren't put together by the Select Board.

Keith Whitehouse of Westside Drive said he will make the area safe, as safe as it can be. That's his guarantee.

Mr. Papakonstantis asked about the deadline for submitting the Shoreland Permit Application. Mr. Dean said he doesn't believe there is one.

Nancy Phillips of Water Street said sometimes the fence is secured, sometimes it's not. Sometimes there are kids in there, or things get thrown into the river. It would be a huge improvement to remove the fence and let people see the river. It would be better for the town's insurance policy and our long-term goals.

Ms. Belanger said it would cost about \$5,000 to fill in the hole. If we don't know what we want to do on this property and we change the design to include a step or something, is it going to cost us money to take that out? Mr. Short said

due to ADA regulations, he doesn't think they'll want to do stepping. That's part of Jen Martel's expertise. Once she has time to work on it, that can be figured out. He doesn't see a lot of fill coming out of there.

Mr. Papakonstantis said we can wait a week for Mr. Bisson to work up impact fees and what a fence would cost. When we closed on the property, he was already working on fencing. He asked the volunteer group to come back with a picture or design. Does it make sense to accept the generous donation from Mr. Whitehouse and Bell & Flynn, fence it so there's no access to it, and come back to the table to put together a committee and start talking about a plan? Mr. Short said yes, but the permit is good for 5 years, and it will be a limiting factor. It could be submitted now. Mr. Papakonstantis said it can wait a week.

Ms. Cowan said some people think this is a no-brainer. It would be helpful for our staff to work with folks so we're able to articulate the process and timeline. They should be laid out in a scope of work. Everyone has the best intent and she doesn't want it to feel like anybody is cutting corners.

b. Master Plan Update

Town Planner Dave Sharples said in 2018 he worked with Horsley Whitten to make a document that covers everything and specific action items to meet our goals. He's never seen community engagement like that, with several hundred people at the Master Plan meeting at the High School and more via survey, email, and in person. There were 67 action items. The Town Manager asked him to complete an analysis and 66 of the items are completed or being worked on. Only one hasn't been started, the Complete Streets study, which has been in the CIP since the Master Plan but is up for funding in 2025. It's pretty much a completed document. Every Department was involved and it was a collaborative effort. We'll need to update the Master Plan; he put that in the CIP for 2028 but we may need to look at that sooner as funding allows.

Ms. Belanger said the Master Plan connects everything. The Planning Board refers to it a lot. One of the questions in Mr. Keegan's report was, "does the town want to grow." When she heard that, she thought it may be time to move the Master Plan up.

Mr. Chartrand said he participated in the Master Plan process and it was a time of incredible citizen energy. We harvested a number of volunteers who have been working in town government since. It's wonderful that we've executed so brilliantly on this Master Plan. He's excited about the idea of initiating another round of Master Planning.

Mr. Papakonstantis said this should be part of our goal-setting session in April.

Mr. Dean said now is the time to seriously consider updating the Master Plan. The town has continued to evolve.

c. RSA 41-14-a Public Hearing: Planet Playground Land

MOTION: Ms. Belanger moved to open the public hearing on the acquisition of Planet Playground land, map 69 lots 4 and 6, pursuant to RSA 41-14a. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

Parks and Rec Director Greg Bisson said this is an exciting time. There will be a notification coming out about a subcommittee for the playground. He added that the hazardous trees came down today and it's a very open look now.

Mr. Papakonstantis asked for public comment, but there was none.

MOTION: Ms. Belanger moved to close the public hearing. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

Mr. Papakonstantis said there will be two more public hearings. The third will be at the Select Board meeting on March 18. The second will be a special meeting on Friday March 8 at 8 AM.

Ms. Belanger said she saw in the packet a letter from the Conservation Commission recommending the acquisition. The Planning Board recommended it at their meeting on February 22nd. Mr. Dean said the Heritage Commission met on February 21 and endorsed it as well.

Ms. Cowan asked for an update on the last Rec Advisory meeting. Mr. Bisson said we talked about Planet Playground. We talked about 10 Hampton Road and asked for volunteers for a subcommittee to meet the contractors. We talked about robots, which he will be coming to the Board for approval on: a field-lining robot and mowing robots. These would relieve some of the pressure on our two Park staff. We talked about 23 Water Street and the possible green space in front of Town Hall. We also talked about programming which is going well.

d. Public Hearing: E911 Committee Recommendation – Paws Way

Deputy Fire Chief Jason Fritz was present to discuss the E911 Committee's recommendations. The first is a recommendation to name an existing private right of way at 70 Beech Hill Road, south of 62 Beech Hill Road, as 51 Paws Way.

MOTION: Ms. Belanger moved to name the existing private right of way located on the property currently identified as tax map parcel 18-3, which is located south of the residence 62 Beech Hill Road, to 51 Paws Way, and to number the structures and/or dwellings accordingly, in compliance with chapter 14 of the Town Ordinance, as depicted on the map in our packet. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

Deputy Fritz said the next is regarding 82 Linden Street, currently known as the Linden Fields apartment complex. We are looking to give them the street address of units 1-17 Linden Fields. We have a voluntary change of address form filled out by the Exeter Housing Authority.

MOTION (not voted): Ms. Belanger moved to change 82 Linden Street to 82 Linden Street units 1-17. Deputy Fritz said it's Linden Fields. Ms. Belanger withdrew her motion.

MOTION (not voted): Ms. Belanger moved to change 82 Linden Street to 82 Linden Fields units 1-17. Deputy Fritz said it's just 1-17 Linden Fields. Ms. Belanger withdrew her motion.

MOTION: Ms. Belanger moved to change 82 Linden Street to Linden Fields, units 1-17. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

Deputy Fritz said the new property subdivision at 131 Portsmouth Ave is getting their access off of Holland Way, and we've assigned them 181 Holland Way. We have a voluntary change of address form from Wakefield Thermal.

MOTION: Ms. Belanger moved to approve the application for a change of address from 131 Portsmouth Avenue to 181 Holland Way. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

8. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Gilman moved to approve acceptance of a timber tax from 54/5,6,7 and 63/205 in the amount of \$278.40 for the tax year 2024. Ms. Belanger seconded. In a roll call vote, the motion passed 5-0.

MOTION: Ms. Gilman moved to deny a disability exemption for 95/64/94. Ms. Belanger seconded. In a roll call vote, the motion passed 5-0.

MOTION: Ms. Gilman moved to approve a disability exemption for 95/64/315 in the amount of \$125,000 for the tax year 2024. Ms. Belanger seconded. In a roll call vote, the motion passed 5-0.

MOTION: Ms. Gilman moved to approve a solar exemption for 85/21 in the amount of \$36,000 for the tax year 2024. Ms. Belanger seconded. In a roll call vote, the motion passed 5-0.

MOTION: Ms. Gilman moved to approve elderly exemptions for 64/105/80 and 74/39 in the amount of \$183,751 each for the tax year 2024. Ms. Belanger seconded. In a roll call vote, the motion passed 5-0.

b. Permits & Approvals

Mr. Dean said this was a suit filed by the State of NH against several companies regarding opioids. We participated in the proceedings. The settlement will bring \$100,000 into NH to fight the opioid crisis. The town needs to sign these agreements, the State will collect the money, and hopefully in the future will dole them out to the towns and cities.

MOTION: Ms. Belanger moved to authorize the Town Manager to sign all appropriate paperwork relative to the opioid settlement brought by the Attorney General. Ms. Gilman seconded. In a roll call vote, the motion passed 5-0.

c. Town Manager's Report

- i. Our groundwater exploration program is continuing. We have an agreement with PEA to do pump testing off Drinkwater Road.
- ii. The town-wide revaluation is progressing.
- iii. The Zoning Board approved four units where the old Mobil Station was on Main Street.
- iv. The siphons project is continuing. We're at 500+ feet and the drilling is going well. Mr. Papakonstantis asked if it would conclude in late Spring, and Mr. Dean said later than that, possibly in June.
- v. The Pickpocket Dam feasibility study is tomorrow February 27 at Town Hall. We did a lot of notification for that, including putting the trailer [signboard] at the dam site.
- vi. He is going on vacation through March 5th. The Assistant Town Manager will be acting in his stead.

d. Select Board Committee Reports

- i. Ms. Belanger attended a Conservation Commission meeting. They recommended the acquisition of the Planet Playground land. An Academy student reached out to Kristen Murphy about the native seed library at the Public Library; the Conservation Commission voted to expend some funds to have the volunteer organize it. Earth Day is coming up and there will be a student tree project. Last Saturday was the first in a series of sustainable films. People gave donations to Helpsy. The Conservation Commission works hard to put on public events. The Alewife Festival is May 11 from 10 - 1. There was talk of participating in a State program to count fish from mid-April to the end of May. The Planning Board tabled the application for 81 Front Street. Mr. Sharples introduced two maps, one from 1884 and the other one current, showing density to consider filing for an urban exemption. The Planning Board supported it; if the Conservation Commission supports it, it will also come before this Board.
- ii. Ms. Gilman gave an update on State legislative issues.
- iii. Mr. Chartrand said there was a joint Energy and Sustainability Advisory Committee meeting last Wednesday February 21. The purpose was to see if those committees want to merge, but the timeframe for a merged committee to meet just wasn't there. They reviewed projects that each committee had been working on and there was a lot of energy for each others' projects. They ended by continuing as separate committees but trying for joint meetings on a quarterly basis.
- iv. Ms. Cowan had no update.

- v. Mr. Papakonstantis had a quick Swasey Parkway Trustees meeting. Not much can be done because of the siphons project and the soft ground. They talked about the joint meeting of them and the Trustees of the Trust Funds and the decision to leave the trust in Ohio for now, since there's a guaranteed 5% rate of return and the bank does the tax return.

e. Correspondence

- i. A letter from Dwane Staples, Chair of the Swasey Parkway Trustees, to Peter Lennon, the Chair of the Trustees of the Trust Funds, with a check for the deposit to the maintenance fund.
- ii. An NHMA Bulletin
- iii. A memo from the NH Local Welfare Administration Association about volunteer income tax assistance.

9. Review Board Calendar

The next Select Board meetings are March 4 and March 18. The Pickpocket Feasibility Study presentation will be at Town Hall at 7 PM tomorrow. March 8 at 8 am is the second Planet Playground hearing. Town Election is March 12 from 7 AM - 8 PM.

10. Non-Public Session

MOTION: Ms. Belanger moved to enter into non-public session under RSA 91-A3II(a). Ms. Gilman seconded. In a roll call vote, the motion passed 5-0 and the Board entered into non-public session at 9:20 PM. Ms. Belanger moved to exit non public session. Ms. Gilman seconded. The motion carried and the Board exited non public session at 9:35 pm.

11. Adjournment. Ms. Belanger moved to adjourn, seconded by Ms. Cowan. The Board stood adjourned at 9:35 pm.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Select Board Meeting
Monday March 18, 2024
7 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Dan Chartrand, Nancy Belanger. Molly Cowan was present but did not participate.

Members Absent: Clerk Julie Gilman

Town Manager Russ Dean, and Assistant Town Manager Melissa Roy were also present at this meeting.

The meeting was called to order by Mr. Papakonstantis at 7:10 PM.

Mr. Papakonstantis stated that an unfortunate conflict has prevented the Town Clerk from being present, so Selectwoman Cowan could not be sworn in. Selectwoman Gilman is unavailable. For more than half of the votes, the Board would not have a quorum, based on recusals. He proposed that the Board adjourn and plan to meet on March 25th

2. Adjournment

MOTION: Ms. Belanger moved to adjourn. Mr. Chartrand seconded. The motion passed 3-0 and the meeting was adjourned at 7:15 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Select Board Special Hearing
Planet Playground
Friday, March 8, 2024
8 AM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Julie Gilman, Nancy Belanger.

Members absent: Dan Chartrand

Town Manager Russ Dean, Assistant Town Manager Melissa Roy, and Parks and Rec Director Greg Bisson were also present at this meeting.

The meeting was called to order by Mr. Papakonstantis at 8 AM.

2. Second Public Hearing: RSA 41-14, proposed acquisition of .45 acres surrounding and in support of Planet Playground at 4 & 8 Hampton Road. Land is identified as Parcel A on the plan entitled "A Lot Line Adjustment at 4 & 8 Hampton Road".

MOTION: Ms. Belanger moved to open the second public hearing under RSA 41-14 for the proposed acquisition of Map 69 lots 4 and 6. Ms. Gilman seconded. The motion passed 4-0.

Mr. Papakonstantis noted that there were no members of the public present.

MOTION: Ms. Belanger moved to close the public hearing. Ms. Gilman seconded. The motion passed 4-0.

Mr. Papakonstantis said the third public hearing will be March 18th, at the regularly scheduled Select Board meeting.

3. Regular Business

a. Correspondence

Mr. Papakonstantis said he received correspondence from the Chair of the Sustainability Advisory Committee. At the SAC meeting of February 21, the committee took a vote to authorize the Chair to write a letter to the Select Board in support of Article 24. It had the unanimous support of that committee.

4. Calendar

Mr. Papakonstantis said the town election is March 12, 7 AM to 8 PM. He would like to see a robust number of voters. March 18 is the next Select Board meeting.

5. Adjournment

MOTION: Ms. Belanger moved to adjourn. Ms. Gilman seconded. The motion passed 4-0 and the meeting was adjourned at 8:05 AM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Select Board Meeting
Wednesday March 20, 2024
8 AM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Julie Gilman, Dan Chartrand, and Nancy Belanger. Town Manager Russ Dean and Assistant Town Manager Melissa Roy were also present at this meeting.

The meeting was called to order by Mr. Papakonstantis at 8 AM.

2. Swear in Elected Officials

Town Clerk Andie Kohler swore in returning Board member Molly Cowan.

3. Appointments - Town Treasurer

Mr. Dean said there was a warrant article approved in 2023 that moves the Town Treasurer position from an elected to an appointed position. Under RSA 37, it requires the Town Manager's recommendation and the Select Board's approval. He recommends Susan Penny, the current Treasurer, be appointed the Town Treasurer. There is no term limit. The annual wage must be part of the motion.

MOTION: Ms. Belanger moved to appoint Susan Penny as Town Treasurer, pursuant to RSA 37, at an annual wage of \$8,864. Mr. Chartrand seconded. The motion passed 5-0.

4. Discussion Items

a. RSA 41-14 Final Hearing and Vote: Planet Playground Land Acquisition

MOTION: Ms. Belanger moved to open the third and final public hearing under RSA 41-14(a) on the proposed acquisition of .45 acres surrounding and in support of Planet Playground at 4 and 8 Hampton Road. Mr. Chartrand seconded. The motion passed 5-0.

Mr. Papakonstantis noted that there were no members of the public present in the Nowak Room or online.

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

Mr. Papakonstantis asked for comments from the Board. Mr. Chartrand said he can't wait for this to happen. Mr. Papakonstantis said with the article passing for Planet Playground, a subcommittee is being formed.

Mr. Dean said this vote will allow the closing to take place. It's scheduled for March 25. We have to get the final boundary line agreement document for the LWCF, which we will bring to the Board Monday night, but that will not hold up the closing.

Mr. Papakonstantis said the Conservation Commission, Heritage Commission, and Planning Board have endorsed this acquisition.

MOTION: Ms. Belanger moved to approve the acquisition of map 69 lots 4 and 6 for the price of \$50,000 and assign the Town Manager to sign any corresponding documents related to this acquisition. Ms. Cowan seconded. The motion passed 5-0.

5. Non-Public Session

MOTION: Ms. Belanger moved to enter into non-public session under RSA 91-A3II(a). Ms. Cowan seconded. In a roll call vote, the motion passed 5-0, and the meeting went into non-public at 8:10 AM. The Board emerged from non public session.

6. Adjournment. Ms. Belanger moved to adjourn, seconded by Ms. Cowan. The motion carried and the Board stood adjourned at 8:24 am.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments

Resignations

DISCUSSION/ACTION ITEMS

Food Truck Update – Town Manager

TOWN OF EXETER MEMORANDUM

TO: Select Board

FROM: Town Manager

RE: Food Truck Update – Town Manager

DATE: March 22nd, 2024

The Town Manager will provide latest updates on the Food Truck RFP at the meeting.

A recounting of events is as follows:

- The Town solicited an RFP for the downtown vending space for the 2024 calendar year in November, 2023. This was noticed both in the newspaper and online on the Town's website.
- The Town received two (2) proposals for the space prior to the advertised deadline of December 1st, 2023. The bids were opened at the Town Manager's Office on December 1st, 2023.
- On December 5th, 2023, the apparent high bidder Michael Oliveira was notified of the acceptance of his high bid for the 2024 calendar year, contingent upon meeting all of the bid requirements.
- On December 5th, 2023, Clyde's Cupcakes was sent notification of the bid results.
- The Town continued to work with Michael Oliveira in December 2023 and January 2024 on implementation of the bid.

024 Downtown Exeter Mobile Vending RFP

Bid/RFP Status: Closed - no longer accepting bids and proposals
Bid/RFP Due Date: Friday, December 1, 2023 - 4:00pm
Bid/RFP Reference Number: 12012023
Back to Bids/RFPs

2024 Downtown Exeter Mobile Vending Request for Proposals

The Town of Exeter requests written bid proposals for the opportunity to enter into a license agreement with the Town of Exeter for vending from a mobile vending unit in the downtown area of Exeter. The Town of Exeter has identified one (1) municipal parking location within the downtown from which it will permit vending from a mobile vending unit. The Vendor submitting the best qualified bid proposal will be forwarded for Department approvals, then submitted to the Select Board for approval. Upon approval, Vendor has 10 days to return signed license agreement to the Town Manager's Office; failure to do so may result in the Town proceeding to the next best qualified bid proposal.

Bid proposals begin at \$2,400.00

Exeter is equal opportunity/affirmative action. All qualified proposals receive consideration without regard to race, color, religion, creed, age, sex or national origin.

Award of Agreement is contingent on State of New Hampshire and Town of Exeter Health Regulations, Town of Exeter Ordinance 802, receipt of Certificate of Insurance and payment of accepted bid within 10 days of approval.

The Town of Exeter reserves the right to reject any or all bid proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the Town.

Application is attached below. Questions may be directed to: Pam McElroy, Sr. Executive Assist. to the Town Manager, at pmcelroy@exeternh.gov or (603) 773-6102.

Please submit clearly marked, sealed proposals, no later than Friday, December 1, 2023 at 4:00 pm to:

Town of Exeter - 2024 Mobile Vending RFP

Town Manager's Office

10 Front Street

Exeter, NH 03833

802 Ordinance to Regulate Vendors, Hawkers, Peddlers, Solicitors, and other Itinerant Vendors, and Door-to-Door Solicitations and Canvassing, and Mobile Vending

802.1 Requirement

No person, partnership, corporation, or other entity, whether maintaining permanent location in the Town of Exeter or not, may sell, barter, purchase, or otherwise carry on commerce in goods or services within the Town of Exeter, or attempt to do so, through door-to-door solicitations, or on the streets, sidewalks, or other property of the Town without first applying for and receiving a permit to do so from the Town of Exeter.

802.2 Exemptions

No permit is required under this ordinance for the following:

- a. The solicitation of signatures for political purposes.
- b. Any public event sponsored by a non-profit organization, provided that any concessions or sales must be directly connected to the event and must be included in the public assemblage permit approved for the event under Town Ordinance 807. A list of vendors must be provided to the Town Office before the event.
- c. Any event taking place in Town recreation areas and is part of a Town-sponsored event or has the express written permission of the Select Board or designee.
- d. Any event taking place on land owned or controlled by the public school system and has the express written permission of the School Board or Principal of the school in question.

802.3 Procedure for Obtaining Permit

Persons or entities subject to this Ordinance shall apply during normal business hours (8:00AM-4:30PM at the Town Office) to the Office of the Select Board or designee for a permit, utilizing the application form prescribed. If vending food, the applicant must first obtain all applicable licenses from the Exeter Health Department located at the Exeter Fire Department.

The application for the permit shall include, but is not limited to, the following information:

- a. the name of the person applying and the name of the entity, if different, for whom the application is made;
- b. the local address of the person applying, the permanent address of the person applying, and of the entity, if different, from the person making the application;
- c. the local and permanent telephone of said person and/or entity;
- d. the date of birth and social security number of all persons to be involved and taxpayer's identification number of the entity;
- e. vehicle information, including the license plate number, state of issue, and physical description of all vehicles involved;
- f. the nature of the goods or services involved;
- g. the method of solicitation to be used and copies of any proposed contracts, agreements, promotional materials, or other materials designed to be used in solicitation.
- h. the dates upon which solicitations, canvassing, or vending are to occur and the location and times on each of those dates.
- i. the names of Town parking lots, commons, or parks at which vending is proposed to occur.
- j. information required to be supplied under NH RSA 321:19 as to the advertising, representing or holding forth of any sale as an insurance, bankrupt, insolvent, assignee's, trustee's, testator's, executor's, administrator's, receiver's, wholesale, manufacturer's or closing-out sale, or as a sale of goods damaged by fire, smoke, water or otherwise, or in any similar form, the following information is required to be supplied under NH RSA 321:19- all the facts relating thereto, the reason for and the character of such sale, including a statement of the names of the persons from whom the goods were obtained, the date of their delivery to the applicant, the place from which they were last taken and all the details necessary to locate and identify them.
- k. a non-refundable Vendors, Hawkers, Peddlers, Solicitors, and other Itinerant Vendors and Door-to-Door Solicitations and Canvassing Permit Fee of twenty-five (\$25) dollars per day, one hundred (\$100) dollars per week, or two hundred fifty (\$250) dollars per year or any part thereof, payable at the time of application;

OR

- I. a non-refundable Mobile Vendor Town House Common Permit Fee of \$1,200.00 per calendar year (or prorated monthly), payable at the time of application.

OR

- m. a non-refundable Mobile Vending outside of WC & C1 Downtown Districts Permit Fee of twenty-five (\$25) dollars per day, one hundred (\$100) dollars per week, or two hundred fifty (\$250) per year or any part thereof, payable at the time of application.

802.4 Official Action on the Permit

- A. Before granting any permit under this chapter, the Select Board of the Town of Exeter, or designee shall:
 1. determine whether the applicant has submitted a complete and accurate application;
 2. determine whether the applicant has met all requirements and purposes of this chapter;
 3. forward application and information to the required Town Departments for review.
- B. After the application for a permit has been reviewed by the Select Board or designee and the required Town Departments, the permit will be approved or disapproved. The decision to approve or disapprove will be based on the findings of the Select Board or designee. A decision shall be made no later than five (5) working days after receipt of application. If the permit is denied, the Select Board or designee shall provide reasons for the denial to the applicant.
- C. Reasons for denial may include but are not limited to any one of the following:
 1. conviction of any offense which would warrant such denial;
 2. evidence that the permittee has accepted or solicited money, otherwise than through a bonafide sale or barter of goods, wares, or merchandise, or has in any manner solicited same from the public;
 3. evidence of any falsification of information on the application;
 4. evidence that the permittee is insane, a sexual psychopath, is or has been guilty of assault upon others or whose conduct has been otherwise disorderly and is of such violent or offensive demeanor that to grant such permit would constitute a threat to the peace or safety of the public;

5. the permittee is at large pending appeal from a conviction for a violation of the law involving extreme moral turpitude; or
6. failure to supply the information required under NH RSA 321:19
7. any negative past experience with the organization's or individual's conducting of activities either in the Town of Exeter or elsewhere, that would require a permit under this ordinance.

802.5 Revocation of Permit

- A. Upon receipt of any complaint concerning nuisance, hazard, annoyance, or disorderly conduct concerning any section of this Chapter, any or all solicitors may be asked to stop solicitation.
- B. The Town of Exeter may amend or revoke a permit if any of the following occur:
 1. The existence of any of the reasons for denial listed above in 802.4C.
 2. Failure to supply the identification required under 802.8 below.
 3. The occurrence of any prohibited conduct as set forth below under 802.9

802.6 Appeal Process

A person may appeal to the Select Board from the denial, revocation or amendment of a permit by filing a written notice within five (5) working days of denial, revocation or amendment of the permit. The Select Board may affirm or reverse the decision, or attach such additional conditions to the permit as will, in their best judgment, protect the health and safety of the public and the persons required to apply for the permit.

802.7 Notification of Police

Upon the issuance of a permit to any person, firm, corporation, or other entity, the Select Board or designee shall notify the Police Department of the same.

802.8 Identification Required

Any person, firm, corporation, or other entity granted such a permit shall upon demand show suitable identification to any person demanding same and shall at each solicitation or inquiry identify the entity benefiting from the funds received.

802.9 Prohibited Conduct Under a Permit

- A. No door-to-door solicitation or canvassing regulated under this chapter is to occur before 9 AM or after 9PM on any given date.
- B. Sidewalk Vendors: A vendor selling on the sidewalk shall not:
 - 1. Vend at any location where the unobstructed sidewalk area after deducting the area occupied by the stand is less than three (3) feet in width;
 - 2. Vend within thirty (30) feet of any driveway entrance to a police or fire station, or within ten (10) feet of any other driveway;
 - 3. Allow the stand or any other item relating to the operation of the vending business to lean against or hang from any building or other structure lawfully placed on public property, without the building or structure owner's written permission.
- C. Motor Vehicle Vendors:
 - 1. Mobile vendors shall not conduct their mobile vending business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicles;
 - 2. A vendor selling from a mobile vending unit shall not stop, stand, or park their mobile vending unit upon any public location, public parking space or public street for the purpose of selling under any circumstances, except through the acquisition of a Mobile Vending Permit and/or by the parking ordinances of the Town unless specifically authorized to do so by the Select Board or designee;
 - 3. Mobile vendor is responsible for removal of their own trash.
 - 4. Mobile vending units approved signage and garbage receptacles must be removed daily.
 - 5. Dumping of grease, oil or greywater is strictly prohibited.
 - 6. Mobile Vending Permits must be applied for at least two (2) weeks prior to the approved start of business at the permitted location. Blackout dates may apply due to special event scheduling.

Additional Specifications Related to Town House Common Mobile Vending

7. Unless otherwise approved by the Select Board or designee, mobile vending will be limited to six (6) designated spaces in the public parking lot abutting Town House Common. Parking on greenspace is prohibited;
8. Unless otherwise approved by the Select Board or designee, mobile vending in the Town House Common public parking lot will be allowed year-round January 1 through December 31 of the calendar year specified on the approved permit, Sunday through Tuesday from 7:00 AM to 9:00 PM, Wednesday from 7:00 AM to 4:00 PM, Thursday through Saturday from 7:00 AM to 9:00 PM.
9. Signage will identify designated spaces as reserved for mobile vendors, and will refer potential automobile parking patrons to a website page for access to the schedule of reserved mobile vending dates and times. Violators will be towed at the owner's expense.

802.10 Penalty

Any person, partnership, corporation, or other entity that conducts activities that require a permit under this chapter without a valid permit shall be guilty of a violation punishable by a fine or not more than \$200.00 for each violation.

805 Fireworks

No person shall possess any fireworks as defined in 160.1 New Hampshire Revised Statutes Annotated unless said person is in the business of the sale of fireworks for pyrotechnic displays as licensed by the Federal and State Government, or holds a valid permit for display of fireworks as provided elsewhere in this section.

805.1 Permit for Pyrotechnic Displays:

A permit for "fireworks" displays shall be issued by the Board of Selectmen for special events in which a fireworks display is in the best interests of the general public. No permits shall be issued without the approval of the Chiefs of the Fire and Police Departments who will render a decision based on the competence of the operator, the protection factors and the availability of manpower and equipment.

806 Public Dances

No person, firm, corporation or organization shall conduct a public dance, carnival or circus in which the attendance may be greater than two hundred (200) people unless a police officer is on duty at such an event. When the attendance

REQUEST FOR PROPOSALS
Town of Exeter
2024 Downtown Exeter Mobile Vending

The Town of Exeter requests written bid proposals for the opportunity to enter into a license agreement with the Town of Exeter for vending from a mobile vending unit in the downtown area of Exeter. The Town of Exeter has identified one (1) municipal parking location within the downtown from which it will permit vending from a mobile vending unit. The Vendor submitting the best qualified bid proposal will be forwarded for Department approvals, then submitted to the Select Board for approval. Upon approval, Vendor has 10 days to return signed license agreement to the Town Manager's Office; failure to do so may result in the Town proceeding to the next best qualified bid proposal.

Bid proposals begin at \$2,400.00 annually.

The Town of Exeter is equal opportunity/affirmative action. All qualified proposals will receive consideration without regard to race, color, religion, creed, age, sex, or national origin.

Award of Agreement is contingent on State of New Hampshire and Town of Exeter Health Regulations, Town of Exeter Ordinance 802, receipt of Certificate of Insurance and payment of accepted bid within 10 days of approval.

The Town of Exeter reserves the right to reject any or all bid proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the Town.

Please submit clearly marked, sealed proposals,
no later than December 1, 2023, to:

Town of Exeter – 2024 Mobile Vending RFP
Town Manager's Office
10 Front Street
Exeter, NH 03833
(603)773-6102

**Town of Exeter
Exeter, New Hampshire
2024 Downtown Mobile Vending**

Bid Specifications

Introduction

In 2021 the Exeter Select Board amended Ordinance 802.9 relative to Mobile Vending from municipal parking spaces. Pursuant to the ordinance change:

- Mobile vending from downtown parking spaces shall be permitted only from one (1) space approved by the Exeter Select Board;
- Mobile vending from this space shall be permitted on a yearly basis from January 1st through December 31st per calendar year;
- The mobile vending location shall be awarded to the best qualified bidder;
- There shall be a minimum bid price for use of the mobile vending space.

The vendor who submits the best qualified bid for the downtown mobile vending space will have the opportunity to enter into a license agreement to vend from the downtown municipal parking space. The license will provide for vendor's exclusive use of the vending space for that period of the calendar year. The agreement will be in accordance with Exeter Ordinance 802. Vendors should review Ordinance 802 carefully.

This bid applies only to mobile vending units (not carts) and one (1) designated downtown municipal parking space.

Vendor submittal requirement:

- A cover letter describing the mobile vendor unit along with accompanying photos and dimensions; food/goods vendor proposes to sell; and days/hours vendor anticipates selling;
- The fully completed application for bid;
- Copies of permits issued by the State of New Hampshire for vending of goods or food.

Vendor is not required to obtain local and state permits prior to submission of a bid, but will be required to obtain all state and local permits prior to execution of the license for the designated municipal mobile vending space.

Disqualification: Vendor will be disqualified if:

- Vendor has a history of non-compliance with local and/or state regulations, ordinances and/or laws;
- Vendor's proposed mobile vending unit, proposed method of servicing customers, or goods/food for sale raise health or safety concerns that cannot be reconciled through the agreement terms. By way of further guidance, it is imperative that vending be able to occur in a manner which does not create a risk for customers, vehicular traffic, the vendor or others, or create damage to Town property;
- in regard to food vending, if Vendor has within the last year had a health inspection that yielded more than 2 critical item violations per inspection, or any repeat critical item violation(s), a total inspection score of less than 80, or if the Commissary names on the Commissary Agreement did not maintain an inspection score of 80 or greater;
- Vendor has a history of harassing, intimidating or threatening others;
- the bid proposal is on a form other than that furnished by the Town of Exeter;
- there are unauthorized additions, conditions or irregularities which may make the bid proposal incomplete, indefinite or ambiguous as to its meaning;
- more than one proposal is submitted for the same work from an individual, firm or corporation under the same or different name or there is evidence of collusion among bidders;
- Vendor fails to submit all required information; or
- disqualification is in the best interest of the Town of Exeter.

By submitting a bid proposal, the Vendor authorizes the Town to undertake such investigation as may be necessary to verify the Vendor's qualifications (per RSA 31:102-b). The Vendor may be requested to execute a release in favor of third parties who have information relative to the Vendor's qualifications. Refusal to execute a release may result in disqualification.

Delivery of Bid Proposals

When sent by mail, the sealed proposal shall be addressed to the Town at the address and in the care of the official in whose office the proposals are to be received. All proposals shall be filed prior to the time and at the place specified in the invitation for bid proposals. All bid proposals should be plainly marked on the outside of the envelope "Downtown Exeter 2024 Mobile Vending". Proposals received after the deadline will not be opened or considered. Faxed or emailed proposals are not acceptable.

Withdrawal of Bid Proposals

A proposal may be withdrawn prior to execution of agreement.

Reservation of Rights

The Town of Exeter reserves the right to reject any or all bids to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the Town.

**Exeter 2024 Downtown Mobile Vending
Bid Proposal Application Form**

The undersigned submits the following price proposal to vend from the designated Exeter downtown mobile vending space. The Vendor submitting the best qualified bid proposal will be offered the opportunity to enter into a license agreement with the Town. Vendor shall specify amount in both words and figures. If there is a discrepancy between prices written in words and those written in figures, the prices written in words shall govern.

Minimum bid proposal is \$2,400.00.

Downtown Mobile Vending Space Bid in words:

Downtown Mobile Vending Space Bid in figures:

Submitted by: _____
(please print)

Signature: _____

Company Name (if applicable): _____

Address: _____

City/State/Zip: _____

Telephone: _____

Email Address: _____

Corrections on the bid form should be made by crossing out the error and entering the new price or information above or below it. The correction must be initialed. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.

Review Town Voting Results from March 12th, 2024

2024 Town Warrant							
	Article Name	Yes	No	Total Votes	% Yes	% No	Result
2	Zoning Amendment #1	2151	332	2483	86.6%	13.4%	Pass
3	Zoning Amendment #2	1790	649	2439	73.4%	26.6%	Pass
4	Police and Fire Substation	1639	945	2584	63.4%	36.6%	Pass
5	School Street Area Design/Reconstruction	1789	698	2487	71.9%	28.1%	Pass
6	Webster Avenue Pump Station	1914	529	2443	78.3%	21.7%	Pass
7	Surface Water Treatment Plant Design/Engineering	1851	608	2459	75.3%	24.7%	Pass
8	Excess Construction Proceeds Reallocation	1923	545	2468	77.9%	22.1%	Pass
9	Choose Town Officers	2100	233	2333	90.0%	10.0%	Pass
10	2024 Operating Budget	1692	754	2446	69.2%	30.8%	Pass
11	2024 Water Budget	1742	697	2439	71.4%	28.6%	Pass
12	2024 Sewer Budget	2013	465	2478	81.2%	18.8%	Pass
13	Planet Playground	2026	514	2540	79.8%	20.2%	Pass
14	Clean Water State Revolving Fund Loan - Water Street	2174	329	2503	86.9%	13.1%	Pass
15	Appropriate to Sick Leave Trust Fund	1926	563	2489	77.4%	22.6%	Pass
16	Appropriate to CRF - Parks Improvement	1655	820	2475	66.9%	33.1%	Pass
17	Appropriation to Non Capital CRF - Snow/Ice Deficit	1964	535	2499	78.6%	21.4%	Pass
18	Appropriate to Capital Reserve Fund - ADA	1612	830	2442	66.0%	34.0%	Pass
19	Appropriate to Trust Fund - Swasey Parkway	2148	368	2516	85.4%	14.6%	Pass
20	Adopt Investment Services for CRF	1975	455	2430	81.3%	18.7%	Pass
21	Establish Town Solar Array Revolving Fund	1974	472	2446	80.7%	19.3%	Pass
22	Water Sewer Advisory Committee	1937	459	2396	80.8%	19.2%	Pass
23	Heritage Commission	1958	430	2388	82.0%	18.0%	Pass
24	Citizen's Petition - Rugg Property	2222	340	2562	86.7%	13.3%	Pass
25	Citizen's Petition - Swasey Parkway	857	1604	2461	34.8%	65.2%	



22% voter turn out

12,131

Registered Voters

BALLOT 1 OF 2

OFFICIAL BALLOT
ANNUAL TOWN ELECTION
EXETER, NEW HAMPSHIRE

27 New Voters

MARCH 12, 2024

Andrea J. Kohler

TOWN CLERK

INSTRUCTIONS TO VOTERS

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ☒
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

FOR SELECTMEN

Three Year Term Vote for not more than ONE

MOLLY COWAN 2030 ☒
31 ☐
(Write-in)

**FOR SUPERVISOR
OF THE CHECKLIST**

Six Year Term Vote for not more than ONE

STACEY PENNA 1970 ☒
10 ☐
(Write-in)

**FOR TRUSTEES OF
THE LIBRARY**

Three Year Term Vote for not more than THREE

DAVIS MOORE 1738 ☒
LISA WILSON 1850 ☒
Sherry Kostenbader 45 ☒
(Write-in) ☐
(Write-in) ☐
(Write-in) ☐

**FOR TRUSTEE OF
THE ROBINSON FUND**

Seven Year Term Vote for not more than ONE

MARK PAIGE 1863 ☒
10 ☐
(Write-in)

**FOR TRUSTEE OF
THE SWAZEY PARKWAY**

Three Year Term Vote for not more than ONE

DARIUS X. THOMPSON 1949 ☒
20 ☐
(Write-in)

**FOR TRUSTEE OF
TRUST FUNDS**

Three Year Term Vote for not more than ONE

PETER LENNON 1918 ☒
11 ☐
(Write-in)

ARTICLES

Article 2 Zoning

Shall the Town vote to adopt Amendment #1 as proposed by the Planning Board for the town zoning ordinance, by amending Article 4, District Regulations, Section 4.2, Schedule I: Notes of the Exeter Zoning Ordinance regarding Residential Conversions and Accessory Dwelling Units (ADU's)? The purpose of this amendment is to continue to allow residential conversions and accessory dwelling units but make the language on conversions and ADU's consistent, require access to municipal water and sewer for conversions, and to streamline the process for property owners. Recommended by the Planning Board 5-0.

2151

YES ☒

332 NO ☐

Article 3

Shall the Town vote to adopt Amendment #2 as proposed by the Planning Board for the town zoning ordinance, by modifying Article 6.19 Mixed Use Neighborhood Development? The purpose of this amendment is to extend the provisions of the Mixed-Use Neighborhood District (MUND) to include the C2 Highway Commercial zoning district that includes a portion of Portsmouth Avenue between Green Hill Road and the Stratham town line and a portion of Epping Rd from just north of Brentwood Road to Industrial Drive. The MUND allows for mixed use development to occur at different scales. MUND uses a series of incentives to create a mix of housing units (including 10% affordable units) and neighborhood scale commercial uses. Design standards are included to ensure high quality development that is consistent with the scale and historic character of these neighborhoods. The amendment also modifies some existing language to incentivize the use of this innovative land use control. Recommended by the Planning Board 4-1.

1790

YES ☒

NO ☐

649

Article 4

Shall the Town vote to raise and appropriate the sum of seventeen million five hundred twenty two thousand and five hundred dollars (\$17,522,500) for the purpose of a "net zero" design, engineering and construction of a new police station and fire substation on Continental Drive including equipment, furnishings and related costs, and to authorize the issuance of not more than \$17,522,500 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project and to comply with all laws applicable to such project; and further to authorize the Select Board to take any other action or to pass any other vote relative thereto. Debt service to be paid from the general fund. (Estimated Tax Impact: assuming 20-year bond at 3.65% interest: .68/1,000, \$68/100,000 of assessed property value). Bond payments would begin approximately one year after issuance. (3/5 ballot vote required for approval.) Recommended by the Select Board 5-0.

1639

YES ☒

NO ☐

945

1550

TURN BALLOT OVER AND CONTINUE VOTING

ARTICLES CONTINUED

Article 5

Shall the Town vote to raise and appropriate the sum of six million five hundred ten thousand and zero dollars (\$6,510,000) for the purpose of construction of water, sewer and drainage improvements in the School Street area, and to authorize the issuance of not more than \$6,510,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project and to comply with all laws applicable to such project; and further to authorize the Select Board to take any other action or to pass any other vote relative thereto. The Town anticipates receiving 35% debt forgiveness from NHDES to offset a portion of the sewer cost of this project. Debt service will be paid from the general fund, and notwithstanding the general obligation nature of the bonds or notes, it is anticipated that debt service will also be paid from the water fund, and sewer fund. (Estimated Tax Impact: assuming 15-year bond at 3.35% interest: \$.10/1,000, \$10/100,000 of assessed property value). Bond payments would begin approximately one year after issuance. (3/5 ballot vote required for approval.) Recommended by the Select Board 5-0.

1789
YES ☒
NO ☐
698

Article 6

Shall the Town vote to raise and appropriate the sum of two hundred thirteen thousand and three hundred dollars (\$213,300) for the purpose of replacement of the Webster Avenue Sewer Pump Station, and to authorize the issuance of not more than \$213,300 of bonds or notes, in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project and to comply with all laws applicable to such project; and further to authorize the Select Board to take any other action or to pass any other vote relative thereto. Without impairing the general obligation nature of the bonds or notes, it is anticipated that debt service will be paid by the sewer fund. Bond payments would begin approximately one year after issuance. This appropriation is in addition to the \$5,700,000 in bonding authority approved by Article 3 of the 2022 Town Meeting. (3/5 ballot vote required for approval.) Recommended by the Select Board 5-0.

1914
YES ☒
NO ☐
529

Article 7

Shall the Town vote to raise and appropriate the sum of five hundred thousand dollars (\$500,000) for the purpose of design and engineering of a new surface water treatment plant, and to authorize the issuance of not more than \$500,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and further to authorize the Select Board to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and further to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, including principal forgiveness, which may become available for this project and to comply with all laws applicable to such project; and further to authorize the Select Board to take any other action or pass any other vote relative thereto. Without impairing the general obligation nature of the bonds or notes, it is anticipated that debt service will be paid from the water fund. Bond payments would begin approximately one year after issuance. (3/5 ballot vote required for approval.) Recommended by the Select Board 5-0.

1851
YES ☒
NO ☐
608

Article 8

Shall the Town vote to authorize the expenditure of the unused portion of the bonds approved in 2011 for Great Dam Design and Water/Sewer Line Replacement; and in 2012 for Wastewater Treatment Facility Design and Jady Hill Utilities (totaling \$213,971) as follows: to raise and appropriate the sum of \$120,000 for the purchase of two Police vehicles per RSA 33:3-a, II. The remaining unused bond proceeds (\$93,971) to be applied to the principal payment on the Great Dam Removal bond issued in 2014. (Estimated Tax Impact: None). (3/5 ballot vote required for approval.) Recommended by the Select Board 5-0.

1923
YES ☒
NO ☐
545

Article 9

Shall the Town vote to choose all other necessary Town Officers, Auditors or Committees for the ensuing year.
BUDGET RECOMMENDATIONS COMMITTEE: Elizabeth Canada, Andrew Elliott, Enna Grazier, Amanda Kelly, Bob Kelly, James Darden Rives, Judy Rowan, Christine Soutter, Christopher Zigmont, Anthony Zwaan. **FENCE VIEWER:** Doug Eastman; **MEASURER OF WOOD & BARK:** Doug Eastman; **WEIGHER:** Jay Perkins

2100
YES ☒
NO ☐
233

Article 10

Shall the Town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$22,860,862. Should this article be defeated, the default budget shall be \$22,572,676, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Estimated Tax Impact: .29/1,000 assessed property value, \$29/100,000 assessed property value). (Majority vote required.) Recommended by the Select Board 5-0.

1692
YES ☒
NO ☐
754

Article 11

Shall the Town vote to raise and appropriate as a water operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$4,962,773. Should this article be defeated, the water default budget shall be \$4,828,764, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law. (Majority vote required.) Recommended by the Select Board 5-0.

1742
YES ☒
NO ☐
697

GO TO NEXT BALLOT AND CONTINUE VOTING



BALLOT 2 OF 2

**OFFICIAL BALLOT
ANNUAL TOWN ELECTION
EXETER, NEW HAMPSHIRE
MARCH 12, 2024**

Andrea J. Kohler
TOWN CLERK

ARTICLES CONTINUED

Article 12

Shall the Town of Exeter raise and appropriate as a sewer operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$7,490,430. Should this article be defeated, the default budget shall be \$7,569,284, which is the same as last year, with certain adjustments required by previous action of the Town of Exeter or by law. (Majority vote required.) Recommended by the Select Board 5-0.

2013
YES ☒
NO ☐
465

Article 13

Shall the Town vote to raise and appropriate, through special warrant article, the sum of five hundred ninety-five thousand dollars (\$595,000), for the purpose of purchase and installation of a new Planet Playground including equipment, at the Town Recreation Park at 4 Hampton Road. Approximately \$297,500 of this appropriation will be funded by a Land Water Conservation Fund (LWCF) grant. The remaining sum to come from unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation). The Select Board has designated this a special warrant article. (Majority vote required.) Recommended by the Select Board 5-0.

2026
YES ☒
NO ☐
514

Article 14

Shall the Town vote to authorize the Exeter Select Board to enter into a loan agreement of no more than \$100,000 through the New Hampshire Department of Environmental Services Clean Water State Revolving Loan Fund for the purpose of developing a replacement plan for Water Street stormwater infrastructure. The loan will provide up to \$100,000 principal forgiveness; therefore, no repayment of the loan will be required. (3/5 vote required.) Recommended by the Select Board 5-0.

2174
YES ☒
NO ☐
1502
374

Article 15

Shall the Town vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) to be added to the Sick Leave Expendable Trust Fund previously established. This sum to come from the unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation). (Majority vote required.) Recommended by the Select Board 5-0.

1926
YES ☒
NO ☐
563

Article 16

Shall the Town vote to raise and appropriate the sum of seventy-five thousand dollars (\$75,000) to be added to the Parks Improvement Capital Reserve Fund previously established. (Estimated Tax Impact: .03/1,000 assessed property value, \$3.34/100,000 assessed property value). (Majority vote required.) Recommended by the Select Board 4-1.

1655
YES ☒
NO ☐
820

Article 17

Shall the Town vote to raise and appropriate the sum of fifty-thousand dollars (\$50,000) to be added to the Snow and Ice Deficit Non-Capital Reserve Fund previously established. This sum to come from the unassigned fund balance. (Estimated Tax Impact: None. No amount to be raised by taxation). (Majority vote required.) Recommended by the Select Board 5-0.

1964
YES ☒
NO ☐
535

Article 18

Shall the Town vote to raise and appropriate the sum of fifty thousand dollars (\$50,000) to be added to the ADA Capital Reserve Fund previously established. (Estimated Tax Impact: .02/1,000 assessed property value, 2.21\$/100,000 assessed property value). (Majority vote required.) Recommended by the Select Board 5-0.

1612
YES ☒
NO ☐
830

Article 19

Shall the Town vote to raise and appropriate the sum of three thousand five hundred dollars (\$3,500) to be added to the Swasey Parkway Expendable Trust Fund previously established. This sum to come from unassigned fund balance. This amount is equivalent to the amount of permit fees collected during 2023 for use of the Swasey Parkway. (Estimated Tax Impact: None. No amount to be raised by taxation). (Majority vote required.) Recommended by the Select Board 5-0.

2148
YES ☒
NO ☐
368

Article 20

Shall the Town vote, pursuant to RSA 35:9-a-II, to authorize the Trustees of Trust Funds to pay for Capital reserve fund investment services, and any other expenses incurred, from capital reserve funds income. Such authority shall remain in effect until rescinded by vote of the Town. No vote to rescind the authority shall occur within 5 years of the original adoption of this article. (Estimated Tax Impact: None. No amount to be raised by taxation). (Majority vote required.) Recommended by the Select Board 5-0.

1975
YES ☒
NO ☐
455

TURN BALLOT OVER AND CONTINUE VOTING

ARTICLES CONTINUED

Article 21

Shall the vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of constructing and maintaining a solar array on the Cross Road Town Landfill. All revenues received for array operations from net metering credits, federal grants and aid, and REC (renewable energy credit) sales will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general fund balance. The town treasurer shall have custody of all moneys in the fund, and shall pay out the same only upon order of the governing body and town manager, and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. (Majority vote required.) Recommended by the Select Board 5-0.

1974
YES ☒
NO ☐
472

Article 22

Shall the Town amend Article 20 of the 2011 Town Meeting by reducing the number of members of the Water/Sewer Advisory Committee from seven (7) members to five (5) members. Of the five members, two (2) members shall be members of the Select Board. Members of the Select Board shall be voting members of the Water/Sewer Advisory Committee. (Majority vote required.) Recommended by the Select Board 5-0.

1937
YES ☒
NO ☐
459

Article 23

Shall the Town vote to reduce the number of members of the Heritage Commission from seven (7) members to five (5) members. The composition of the Heritage Commission will include one (1) Select Board representative, one (1) Planning Board representative, one (1) Historic District Commission representative, and two (2) at large members appointed by the Select Board. The Heritage Commission will include three (3) alternate members appointed by the Select Board. (Majority vote required.) Recommended by the Select Board 5-0.

1958
YES ☒
NO ☐
430

Article 24 – Citizen's Petition – 'Rugg Property'

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

2222
YES ☒
NO ☐
340

Article 25

On petition of Donald Clement and others to see if the Town will vote to make the Swasey Parkway a one-way road northbound in its entirety for motorized vehicular traffic and raise and appropriate the sum of \$2500 to construct speed bumps and maintain the road. (Majority vote required.) Not Recommended by the Select Board 0-5.

857
YES ☐
NO ☒
1604

YOU HAVE NOW COMPLETED VOTING THIS BALLOT

2024 Paving Contract Extension – Steve Cronin, DPW Director



EXETER PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD • EXETER, NH • 03833-3792 • (603) 773-6157 • FAX 772-1355

www.exeternh.gov/publicworks • publicworks@exeternh.gov

TO: Russell Dean, Town Manager

FROM: Stephen Cronin, Public Works Director

DATE: March 12, 2024

RE: Contract Extension – Paving Services

Please find attached a proposal from Bell & Flynn, LLC for paving services for the 2024 construction season. Despite recent market fluctuations, Bell & Flynn is currently able to offer pricing consistent with the prior year's contract. Accordingly, the prices proposed for 2024 are as follows:

- Item #1: Bituminous Concrete Pavement – Machine Method
 - \$71.90 per ton for Binder Course
 - \$72.90 per ton for Surface Course
 - \$73.90 per ton for “Urban Compact” Surface Course
 - \$74.90 per ton for Cul-de-sac Street and Leveling Course
- Item #2: Bituminous Concrete Pavement – Machine Method
 - \$140.00 per ton
- Item #3: Bituminous Concrete Curb/Berm
 - \$4.50 per linear foot

All pricing is subject to adjustment per New Hampshire Department of Transportation's (NHDOT) guidelines for Fuel (Item 1010.15) and Asphalt Cement Adjustment (Item 1010.2).

The road paving/maintenance management budget for 2024 is \$700,000. Based on this budget, the following roads are scheduled for pavement overlay: Cullen Way, Tamarind Lane, Captains Way, Senyar Farm Lane, Anna Louise Drive, Industrial Drive, Commerce Way, Colcord Pond Drive, Michael Ave, and Allard Street. Additionally, the following roads and bridges are scheduled for preventative maintenance crack sealing, as needed: Hampton Falls Road, Hampton Road, Swasey Parkway, Bell Ave, Crawford Ave, String Bridge, Great Bridge, Guinea Bridge, Nelson Drive, and Drinkwater Road. Please note that this schedule and associated road treatments could be subject to change following a post-winter evaluation of road surface conditions.

This proposal is competitive with installed tonnage prices for other southeastern New Hampshire communities and low bid unit prices for 2023/2024 NHDOT projects. The Public Works Department recommends extending the road paving services contract with Bell & Flynn for 2024 based on their proven ability to perform the paving services required.

BELL & FLYNN LLC

**Pavement Reclamation
Engineers & Contractors**

Planning • Testing • Design • Engineered/Reconstruction • Construction

Telephone: (603) 778-8511

Fax: (603) 772-4396

69 Bunker Hill Avenue

Stratham, NH 03885

March 7, 2024

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

Dear Mr. Dean,

Despite continuing cost increases associated with wages/benefits, equipment/maintenance, transportation/energy and regulatory requirements which are customarily reflected in increased unit prices at the commencement of each construction season, Bell & Flynn LLC is pleased to be able at this time to offer to extend the current contract for paving services under the same terms, conditions and prices upon mutual agreement by the Town of Exeter.

The Unit Price of Pay Item #1, "Bituminous Concrete Pavement - Machine Method", per ton, in place, per Project Manual and Specifications, shall remain: \$71.90 per ton for Binder Course (e.g., Industrial Dr/Commerce Way, Anna Louise Dr) - the same unit price paid for all pavements installed during the 2012-2014 construction seasons!

\$72.90 per ton for Surface Course (e.g., Captains Way/Senyar Farm Ln, Tamarind Ln/Cullen Way)

\$73.90 per ton for "Urban Compact" Surface Course

The Unit Price for Cul-de-Sac Streets (e.g., Colcord Pond Dr, Michael Ave, Allard St) and the installation of Leveling Course shall remain \$74.90 per ton.

The Unit Price of Pay Item #2, "Bituminous Concrete Pavement - Hand Method", in place, per Project Manual and Specifications, shall be \$140.00 per ton.

The Unit Price of Pay Item #3, "Bituminous Concrete Curb/Berm", in place, per Project Manual and Specifications, shall be \$4.50 per linear feet.

The unit price of Bituminous Concrete Pavement shall continue to be subject to adjustment per NHDOT asphalt adjustment clause (Item 1010.2) and also NHDOT fuel adjustment clause (Item 1010.15) indexed to the respective May 2018 NHDOT prices of asphalt cement and fuel. The respective unit prices of ancillary services including pavement reclamation, cold planing and the adjustment of utility castings et. al in accordance with the Town of Exeter Hourly Truck and Equipment Rental Rates as most recently amended shall be incorporated into the contract as applicable.

In closing, I am sure that you will realize the benefits of this contract extension when you observe that the pricing of "Bituminous Concrete Pavement - Machine Method" includes no adjustment to reflect the significant increase in the cost of overhead expenses, employee compensation/benefits, et al. since 2018. While the inflationary spiral of supply side disruption in conjunction with increased global demand influencing the 2022 petroleum markets has substantially subsided, normal seasonal demand exacerbated by macroeconomic/geopolitical dynamics in crude oil markets is anticipated to continue to increase the *future* price

of asphalt pavements through the summer months of 2024. Considering these anticipated cost increases, in an attempt to provide price stability (at the lowest possible price!) it should again prove beneficial to the Town of Exeter to extend the current contract for paving services including paving and to complete as much work as possible early in the paving season.

Thanking you in advance for your thoughtful consideration of this letter, I remain,

Sincerely,

A handwritten signature in dark ink, appearing to read "John T. Bell", written over a circular stamp.

John T. Bell
President

BELL & FLYNN, LLC

**Pavement Reclamation
Engineers & Contractors**

Planning · Testing · Design · Engineered/Reconstruction · Construction

Telephone: (603) 778-8511

Fax: (603) 772-4396

69 Bunker Hill Avenue

Stratham, NH 03885

2024 Town of Exeter Bituminous Concrete Paving Unit Pricing

Bituminous Concrete Pavement-Machine Method		\$71.90-74.90/T
Bituminous Concrete Pavement-Hand Method		\$140.00/T
Bituminous Concrete/Berm		\$4.50/LF
Reclamation (incl. F. G. & C.)	<2,000 SY	\$5.00/SY
	2-4,000 SY	\$4.00/SY
	4-6,000 SY	\$3.50/SY
	6-10,000 SY	\$3.00/SY
	>10,000 SY	\$2.50/SY
Cold Planing (excl. Trucking)	<2,000 SY	\$12.00/SY
	2-4,000 SY	\$8.00/SY
	4-6,000 SY	\$5.00/SY
	6-10,000 SY	\$3.00/SY
	>10,000 SY	\$2.00/SY
Adjust utility castings to proposed finish grade	water gate box sleeve	\$150.00/EA
	Single grade ring	\$250.00/EA
	0-6"	\$450.00/EA+ concrete
	6-12"	\$650.00/EA+ concrete
	12-18"	\$850.00/EA+ concrete
	18-24"	\$1,050.00/EA+ concrete
Cat 140 Grader Rental		\$160.00/HR
Loader Rental		\$160.00/HR
Cat D-6 Dozer Rental		\$160.00/HR
Cat M318 Rubber Tired Excavator Rental		\$150.00/HR
Road Widener		\$150.00/HR
Lowbed Rental		\$130.00/HR
Tri Axle Dump Truck Rental		\$110.00/HR

Ten Wheel Dump Truck Rental	\$110.00/HR	
Cat CS563 Vibratory Compactor Rental	\$110.00/HR	
Cat CB334 Vibratory Compactor Rental	\$100.00/HR	
Lay-Mor Sweeper Rental	\$100.00/HR	
Grade Foreman	\$75.00/HR	
Labor Rental	\$50.00/HR	
Flagperson	\$50.00/HR	OT-\$75.00/HR
2-4" Erosion Stone	\$25.00/CY	
¾" Crushed Stone	\$25.00/CY	
4" Crushed Gravel	\$20.00/CY	
Screened Loam	\$20.00/CY	
Asphalt Stabilized Base	\$15.00/CY	

Automated Field Mower Request – Greg Bisson, Parks/Recreation Director



EXETER PARKS & RECREATION

32 COURT STREET • EXETER, NH • 03833 • (603) 773-6151 • www.exeternh.gov



TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager
CC: Melissa Roy, Assistant Town Manager
FROM: Greg Bisson, Director of Parks and Recreation
RE: Automation for Parks Department
DATE: 03/25/2024

The Parks and Recreation Department has devised a solution for our struggle to find affordable contractors and staff. Automated mowing and field lining are solutions that create efficiency in our parks division and provide cost savings. Autonomous robots have been a staple in Europe for years. Sweden alone has over 35,000 autonomous mowers in use and growing. Autonomous mowers have taken the US by storm in the last several years as employers struggle to stay within their budgets and hire staff. Municipalities,



universities, golf courses, and professional sports teams use these mowers in one way or another, allowing current staff to focus on other tasks in their facilities. An autonomous mower is a self-propelled device that cuts grass without human involvement. As highly innovative machines, robotic lawnmowers utilize sensors, navigation technology, and intelligent programming to navigate a park, mow grass at the desired height, and return to a docking station for recharging.

Benefits of Autonomous Mowers:

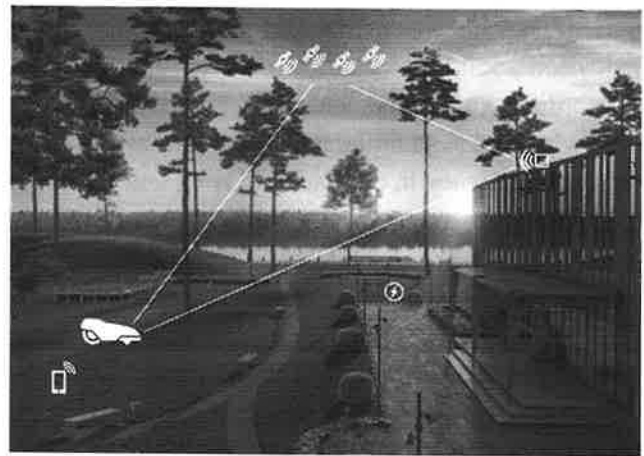
Ten benefits of a robotic lawnmower

Using a robotic lawn mower offers a range of benefits that contribute to efficient and convenient turf care. Here's why the town should consider investing in such a tool:

1. Robotic lawnmowers require less storage space.

One benefit of using a robotic lawn mower is that it requires less storage space than traditional gas-powered mowers. Here's a more detailed look at how a robotic mower contributes to space efficiency:

- Compact size: robotic lawn mowers are generally smaller and more compact than traditional lawn mowers. Their design is focused on functionality and efficiency, allowing easy navigation and operation within confined spaces.
- No fuel storage is required. Unlike gas-powered lawnmowers, which require space for fuel storage (such as in a shed or garage), robotic mowers rely on rechargeable batteries. Electric-powered mowers eliminate the need to store fuels, oils, and other materials for optimal operation.
- Small docking stations. Robotic mowers often come with docking stations that can recharge when unused. Most stations are compact and can be discreetly placed in the park so as not to interfere with park activities.
- Fewer maintenance tools. Robotic mowers typically have fewer components that require maintenance than traditional mowers. As a result, there is less need to store various tools and equipment for such purposes.



2. Robotic lawnmowers assist in operations.

Probably most importantly, robotic lawnmowers don't cut into the parks division's typical workday. They can be operated at night or early in the morning. Besides the occasional edging, the park staff won't need to worry about the grass so that other park tasks can be tackled.

Once the installation is complete, the mower will be almost entirely self-sufficient. The staff selects the mowing schedule through the onboard control panel, and the mower handles the rest.

These autonomous mowers connect to cellular networks or use a Bluetooth signal, allowing the park staff to program and control them from a mobile device. Mowers use GPS tracking capabilities (theft protection) for easy navigation, so your mower knows where it has already been mowed and where it

needs to go. Because the mower makes frequent, shallow cuts, the robot will maintain a consistent cutting height throughout your turf's growing season.

3. Robotic lawnmowers mow efficiently.

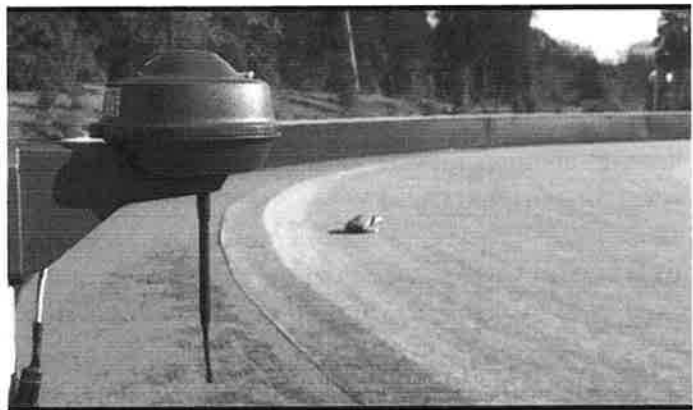
Yes, robotic mowers work. Grass grows at different rates, depending on the nutrient content in various areas of your lawn. Mowing just once a week can lead to inconsistent patches of thick and sparse growth, especially during the warmer months. A robot mower gives you that clean, even look by mowing more frequently in all types of weather.



Because the mower makes frequent, shallow cuts, it will maintain a consistent cutting height throughout your turf's growing season. Many autonomous mowers have an automatic spiral-cut feature that identifies thicker patches and dedicates extra mowing time to them. This feature keeps the grass even and presentable all week. A robot mower's random mowing pattern is designed to cover the whole lawn without leaving streaks or tire marks from following a set path. There's no easier way to cut grass evenly than using a robot mower.

4. Robotic lawnmowers are less harmful to the environment and everyone.

Robotic mowers operate on electricity rather than gas and are powered by rechargeable batteries. As such, they're an eco-friendly way to cut grass and eliminate dangerous emissions that contribute to atmospheric carbon buildup and are harmful when inhaled. Did you know the environmental impact of a gas-powered lawn mower operating for an hour is comparable to that of a car driving about 100 miles?



While they aren't always carbon-neutral (the electricity from your home still has a carbon footprint), robotic mowers significantly reduce the environmental impact on your lawn and its immediate vicinity. Say goodbye to burning fuel, residue, or buildup and ignition with a simple press of a button. Leaks and condensation that pollute lawns and local watersheds will also become a thing of the past. Robotic mowers are a great way to reduce airborne grass pollen for those with seasonal allergies. Since they cut grass in smaller increments, they reduce pollen production. Switching to robotic mowers is a much healthier and greener alternative to traditional lawnmowers (gas-powered mowers).

5. Robotic lawnmowers are quiet.

Robotic mowers have another advantage over traditional ones: they barely make a sound. Their smaller cutting decks and lightweight blades require less motor power than full-size electric mowers, allowing them to operate virtually silently. Most models operate with as few as 56 decibels of sound output, which is quieter than a window-unit air conditioner.

Because we do not want to disturb the neighbors, we can let your robot mower run at night or early in the morning without causing a disturbance. This option is invaluable for our parks personnel who need manicured turf without interfering with park operations. The department has consulted Primex, and they see no liability in utilizing autonomous mowers as long as proper signage is displayed and mowers operate during times when park use is minimal, such as nights and early mornings. Our staff works Monday–Friday from 7 am to 3 pm, prime times when the parks are in use. These autonomous mowers have built-in anti-theft features such as GPS, an Audible alarm, a camera that photographs anyone who may try to tamper with the mower, and automatic shutdown when the mower is disturbed during its mowing task. The Parks Department would schedule these mowers to mow at night or early morning before the staff arrives and still have the ability to monitor the progress when they arrive at work.



6. Robotic lawnmowers can mulch.

Robotic mowers often have mulching capabilities, which means they cut grass into fine clippings that act as natural fertilizer for the lawn. Instead of contributing to thatch buildup like full-sized grass clippings from traditional mulching mowers, finely mulched grass returns the nutrients from the blade tips to the soil and the grassroots. Also called “grasscycling,” this process improves soil moisture retention, enhances microbial activity and soil health, and removes the need to collect and dispose of grass clippings. These clippings will contribute to the organic needs for healthy turf.

7. Robotic lawn mowers are low maintenance.

With a robotic lawn mower, you don’t have to change the oil, refill the gas, or replace spark plugs. Can you say low-maintenance? Simply hose off the undercarriage occasionally, change the blades once or

twice a year, and replace the battery every eight to ten years. Following these steps should get you 10-plus years out of your unit (or up to 20 years, depending on maintenance).

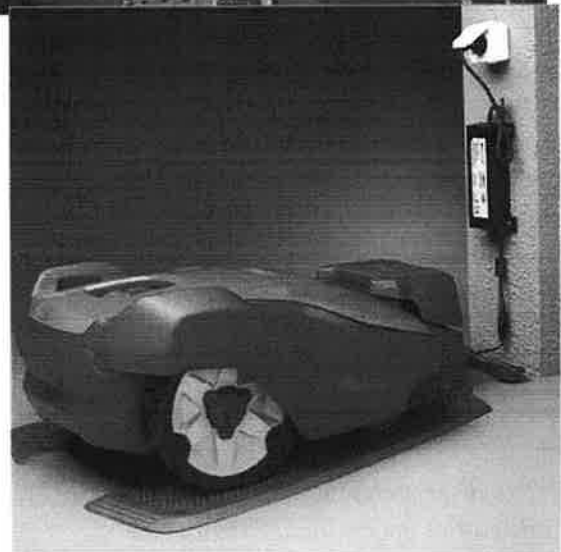
8. Robotic lawn mowers provide long-term savings.

Robotic mowers have fewer moving parts than traditional gas mowers, reducing maintenance costs. Since no gasoline is involved, we'll see substantial fuel savings. And let's not forget about durability. With fewer mechanical components and wear and tear, robotic mowers generally experience fewer breakdowns, reducing the need for costly repairs. Besides that, they have a longer lifespan compared to traditional mowers. Their durable design and efficient operation help them last longer, providing better value for your initial investment.



9. Reduce worker compensation claims.

Less time on a mower for staff reduces worker compensation claims. A staff member could realistically sit on a 35-horsepower mower that vibrates at a high speed with many moving parts. This repetitive motion can often contribute to many injuries, such as carpal tunnel, burns, and strains. The State of Illinois Park Districts saw a dramatic reduction in worker compensation claims when the park districts moved towards autonomous mowers.



10. Cost savings

Autonomous robot cost savings are one of the most significant benefits. The Parks and Recreation Department has struggled for the last several years to get affordable, competitive bids to assist in mowing. These contractors are facing the same challenges that our department faces. Lack of staff and the rising cost of gas have caused some estimates to be astronomical. We have been fortunate enough to have a couple of local vendors that often put in estimates for these services but have reduced the number of properties they have maintained in recent years due to staffing.

We can significantly reduce the cost per acre with autonomous mowers while producing a superior product. We recommend implementing these mowers at Recreation Park and Brickyard Park and, in 2025, possibly setting up Park St. Common and Gilman Park. The town could also use these at other town facilities, lessening the burden on staff.

Recreation Park and Brickyard need to be mowed twice a week during the typical mowing season and take up a substantial amount of our mowing time, approximately 17 acres combined. They take

approximately 12 hours per week, equating to \$16,808.40 (not including benefits) in staff salaries or \$988.72 per acre per year.

Autonomous mowers would cost a fraction per year to mow. The department would look to enter into a lease-purchase agreement for four years to get seven Husqvarna 550H EPO units, charging stations, and four reference stations for \$35,424.47, with terms of the lease purchase of 4 years at 0% for a total of \$8,856.18 per year, which equates to \$520.90 per acre per year. After four years, the cost savings drop even more since the payments for the lease purchase are complete, and the town would only need to purchase blades and batteries. A blade set costs \$25, while a new battery only costs \$250 each. Other cost savings would be in fuel, while there would be a minimal increase in electrical use.

Why Husqvarna?

Husqvarna is the leader in autonomous mowers. They have produced robot mowers for over twenty years and continue to be cutting-edge in robotics.

Other autonomous mowers are available for a higher price than Husqvarna but lack the extensive history Husqvarna carries. Their excellent customer service supports the end user. These mowers can combine their usage into what they call fleet mode. They work together to mow everything, putting Husqvarna's head and shoulders above the rest.



Initial additional costs:

Implementing the mowers will have some initial additional costs. The department would extend electrical service at Recreation Park and Brickyard Park from the existing service. Extending power to the tennis side of the Rec Park will benefit the mowers and enable the department to use the electricity for other programs. Extending power at the brickyard would serve the same purpose. The additional cost is a one-time cost of approximately \$15,800.

Conclusion:

As mentioned in the Keegan Report, the Parks Department needs more staff. Autonomous mowers won't solve the staffing problem. However, they will enable current park staff to perform more park maintenance and spend less time on the mowers, which previously accounted for most of their time during a typical work week during peak mowing season. The park staff would still need to trim, pick up trash, and do other various tasks at these parks. The department would still utilize some contractors to mow certain parks, as there is still approximately 35 acres that need to be maintained. During the 2024 budget season, we had agreed during the budget process to utilize the recreation revolving fund for some

contracted services in the 2024 season to lessen the impact on the town budget. Other parks and town facilities can be considered down the line to save labor and carbon emissions further.

We successfully demoed one of the 550 Husqvarna EPOS mowers last fall for several weeks. We did

receive quotes from another vendor, Automated Outdoor Solutions of New England, Dover, MA, that specializes in all autonomous robot mowers for \$35,437.89, which is \$13 more than Seacoast Power but requires staff to drive approximately 1.5 hours to bring any of the mowers in for service.

The department verified with the town's Finance Director that financing this equipment through a lease-purchase agreement using recreation revolving funds is allowable. The Recreation Advisory Board voted unanimously to support this purchase and to present it to the Select Board.

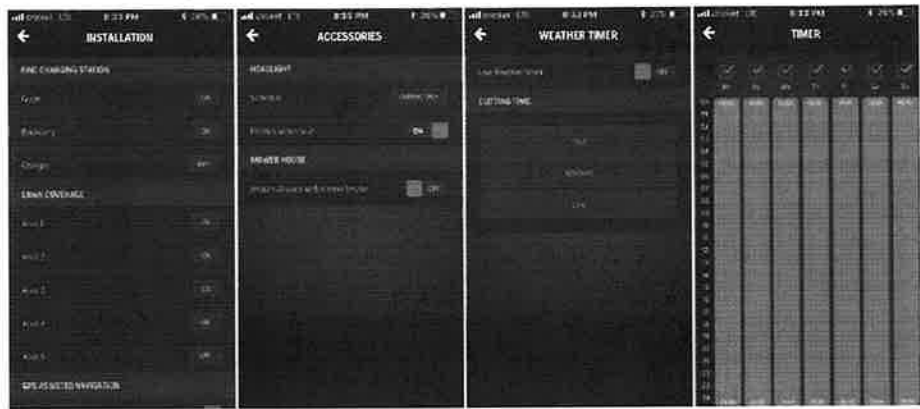
Motion:

To allow the Parks and Recreation Department to enter into a four-year lease/purchase for seven Husqvarna 550 EPOS mowers, charging stands, and four reference stations through Seacoast Power Equipment, for a total of \$35,424.47 (\$8,856.12 per year) to be paid out of the Recreation Revolving Fund annually at 0% interest.

To allow the Parks and Recreation Department to expend no more than \$15,800 from the Park Improvement Fund to contract with Day's Landscaping and Maldini Electric, Inc. to extend electrical service at the Recreation Park and Brickyard Park. (Single course, available immediately)

Field Lining Robot:

Exeter Parks and Recreation has previously contracted with a local vendor to paint/line our athletic fields, including flag football, soccer, softball, and field hockey. Unfortunately, that vendor has retired, leaving the town to find a solution for our painting needs. Furthermore, this vendor was also used by Exeter FC and Exeter Youth Lacrosse, leaving them scrambling to find an alternative solution. Autonomous paint liners have become more prevalent in recent years. Several vendors are out there for paint-lining robots, such as Turf Tank, Tiny Mobile Robots, and Swanzie.



The department tested all the different types of paint-lining robots and found that the Tiny Mobile Robot was the most affordable and practical in this application. Instead of tying up our entire staff for 5–6 hours to pin, string, and paint each field per season (less time after initial setup), the Tiny Mobile Robot only requires one person to operate. Initially, setting up per field typically takes 15-20 minutes to plot out, which only needs to be done on the initial setup, and approximately 24 minutes to paint the field. All fields are saved to the cloud with the Tiny Mobile Robot. The Tiny Mobile Robot has all sports fields pre-loaded into the system, allowing users to customize the size. Along with all field lining capabilities, the robot can paint decorative designs on the turf, such as logos, graphics, parking spaces, and vendor booth spaces.

The Tiny Mobile Robot was designed to keep up with the demands of our busiest seasons and handle rough and uneven ground, unexpected weather, and day-in and day-out use. Utilizing Tiny Mobile Robots will cut our paint costs by 40–60%, as they require less paint to complete the same job as a standard field liner. A 5-gallon bucket of paint will equate to 20 gallons. The robot comes with dedicated tablets, and no base station is needed. The robot automatically receives updates, and 24-hour support is available.



Turning the Parks Department into a Revenue Source:

The Department proposes offering field lining services for the local youth organization to cover the cost of the robot. These partnerships are not uncommon; parks and recreation agencies around the state and country partner with youth associations to provide field lining services. This service would enable one park staff member to line fields for Exeter Lacrosse and Soccer, charging these organizations \$300 for full-size fields and \$150 for youth-size fields. These fees would help pay for the robot, paint, and park staff time and ultimately cover the entire cost of the Tiny Mobile Robot per year. The estimated revenue per year is approximately \$15,000 per year.

Cost Comparison:

Tiny Mobile Robot: \$33,000

Turf Tank: \$38,000 (No lease purchase available)

Swansi: \$48,000 (No lease purchase available)

Tiny Mobile Robot offers 0% financing through its company for five years, equating to \$6,600 annually, including its software, cloud storage, maintenance, and customer support. We typically spend \$4,000-\$5,000 yearly to line our fields with our previous vendor. When our previous vendor was unavailable last year, we needed to pay a contractor with a Tiny Mobile Robot to paint one full-size soccer field once, which cost \$900. After five years, there is a yearly fee of \$1,800 to maintain their software, cloud storage, and customer support. The sales rep for Tiny Mobile



Robot for the Northeast lives in Maine and has loaner robots available if something needs to be repaired on the Tiny Mobile Robot. Like the autonomous mowers, The Tiny Mobile robot is electrically powered, while a standard line painting machine is gas-powered, thus cutting our emissions tremendously. Our sports program fees have always covered funds to pay for field lining. The Tiny Mobile Robot will allow the staff to assume these field lining responsibilities more efficiently than manually.

We successfully demoed the Tiny Mobile Robot at the end of our soccer season last fall. The Recreation Advisory Board voted unanimously to support this purchase and to present it to the Select Board.

Motion:

To allow the Parks and Recreation Department to enter a five-year purchase to acquire one Tiny Mobile Field Lining Robot for a total of \$33,000 (\$6,600/per year) to be paid out of the Recreation Revolving fund annually at 0% interest.

Respectfully Yours,

Greg Bisson,

Director

Exeter Parks and Recreation

Adopt Pairpoint Park Committee Charge

The Exeter Pairpoint Park Stakeholders Advisory Committee is a diverse group of nine (9) residents who, along with the Town Planner & Parks and Recreation Director, will focus on formulating recommendations for the Select Board regarding transforming the property at 23 Water Street from an abandoned lot to a downtown community park.

The Select Board accepted a property donation to be named Pairpoint Park, located at 23 Water Street, in December 2023. The goal is to design a green space for the public to connect with nature downtown and create a space for residents and visitors to enjoy the benefits that our beloved downtown offers.

Committee goals:

- Work with the Town Planner and Recreation Director to review the map and specs of the property, including all inspections, and determine all permits that may be required to move forward with a park.
- Develop a formal public survey for community members to offer public input on park ideas or concepts.
- Present multiple design concepts and cost options to the Select Board for public meetings. All proposals should follow Town of Exeter Park guidelines, policies, and procedures.
- Investigate all sources of funding opportunities (grants, donations, funding partners and sponsorships, etc.).
- Recommend a project timeline, including potential phases of development/construction.
- Design, plan, and construct a public park that will be an integral and essential part of the Town of Exeter's downtown, enjoyed today and for future generations.

The committee is advisory in nature and will report all findings and recommendations to the Select Board. The committee will determine the frequency of meeting times in conjunction with assigned Town staff. The committee meetings will be held in Town Offices and will be recorded. The committee will be comprised of nine appointed volunteers (no term limits), one of whom will be a representative from the Recreation Advisory Committee; the Town Planner (non-voting); the Parks & Recreation Director (non-voting); and a Select Board representative (non-voting). The committee will disband upon completion of park development.

To apply: Please complete a Town of Exeter Statement of Interest - Boards and Committee Membership Application and submit to the Town Manager's office (pmcelroy@exeternh.gov). The application and more information on Committee appointments can be found [here](#).

Tax Abatements, Veterans Credits & Exemptions

Permits & Approvals



EXETER PARKS & RECREATION

32 COURT STREET • EXETER, NH • 03833 • (603) 773-6151 • www.exeternh.gov



TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager
CC: Melissa Roy, Assistant Town Manager
FROM: Greg Bisson, Director of Parks and Recreation
RE: Recreation Park Survey-Planet Playground merger
DATE: 03/25/2024

We would like to thank the residents of Exeter for supporting the renovation of Planet Playground, which has been needed for many years.

With the recent approval to purchase the Planet Playground property and the recent approval for the renovation, the Recreation Park Boundary Map needs updating. The State of New Hampshire's Department of Cultural and Natural Resources has notified the town that the Planet Playground renovation project has been selected to move forward to the National Park Service (NPS) for consideration of the Land, Water, and Conservation Fund (LWCF) grant. Two of the essential components for the grant are an updated deed and a new boundary survey of the Recreation Park. The Recreation Park was initially developed using LWCF in 1974 and requires any modifications to be documented. Without these two key components, the project would not be eligible for funding. The town will have the updated deed after the town closes on the property, but the town would still need a survey completed. The recent playground parcel survey is insufficient to meet this NPS requirement.

Exeter Parks and Recreation has contacted Doucet Survey to complete the Recreation Park boundary update. Doucet completed a boundary survey in 2019, during which the town studied potential park renovations. Once funding for the survey is approved, Doucet is available to complete it immediately. This is a time-sensitive matter, as we have until May 15th to submit the new survey to the state so they can move our project to the NPS for their approval. Once NPS approves, the project will be sent back to the state for final approval by the Governor and Executive Council this Fall.

The cost to complete this new boundary survey is \$6,700. Since the Select Board previously allocated ARPA funds to purchase the property, we request that the Select Board allocate ARPA funds to complete the survey.

Motion:

To allow the Parks and Recreation Department to expend \$6,700 of ARPA funds to contract Doucet Survey to complete the updated boundary survey for Recreation Park, which is required to meet the requirements for LWCF grant eligibility.

Respectfully Yours,

Greg Bisson,

Director

Exeter Parks and Recreation



Report of Appropriations Actually Voted

Exeter

For the period beginning January 1, 2024 and ending December 31, 2024

Form Due Date: **20 Days after the Annual Meeting**

GOVERNING BODY CERTIFICATION

This is to certify that the information contained in this form, appropriations actually voted by the town/city meeting, was taken from official records and is complete to the best of our knowledge and belief. Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature
Niko Papakonstantis		
Molly Cowan		
Julie D. Gilman		
Nancy Belanger		
Daniel Chartrand		

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



New Hampshire
Department of
Revenue Administration

2024
MS-232

Appropriations

Account	Purpose	Article	Appropriations As Voted
General Government			
4130	Executive	10	\$338,034
4140	Election, Registration, and Vital Statistics	10	\$485,827
4150	Financial Administration	10	\$1,116,582
4152	Property Assessment		\$0
4153	Legal Expense	10	\$100,000
4155	Personnel Administration	10	\$717,937
4191	Planning and Zoning	10	\$308,582
4194	General Government Buildings	10	\$1,243,241
4195	Cemeteries		\$0
4196	Insurance Not Otherwise Allocated	10	\$82,852
4197	Advertising and Regional Associations		\$0
4198	Contingency		\$0
4199	Other General Government		\$0
General Government Subtotal			\$4,393,055
Public Safety			
4210	Police	10	\$3,951,078
4215	Ambulances		\$0
4220	Fire	10	\$4,235,231
4240	Building Inspection	10	\$279,825
4290	Emergency Management		\$0
4299	Other Public Safety	10	\$478,265
Public Safety Subtotal			\$8,944,399
Airport/Aviation Center			
4301	Airport Administration		\$0
4302	Airport Operations		\$0
4309	Other Airport		\$0
Airport/Aviation Center Subtotal			\$0
Highways and Streets			
4311	Highway Administration	10	\$666,100
4312	Highways and Streets	10	\$2,001,196
4313	Bridges		\$0
4316	Street Lighting	10	\$169,000
4319	Other Highway, Streets, and Bridges	10	\$314,696
Highways and Streets Subtotal			\$3,150,992



New Hampshire
Department of
Revenue Administration

2024
MS-232

Appropriations

Account	Purpose	Article	Appropriations As Voted
Sanitation			
4321	Sanitation Administration		\$0
4323	Solid Waste Collection	10	\$1,488,354
4324	Solid Waste Disposal		\$0
4325	Solid Waste Facilities Clean-Up		\$0
4326	Sewage Collection and Disposal		\$0
4329	Other Sanitation		\$0
Sanitation Subtotal			\$1,488,354
Water Distribution and Treatment			
4331	Water Administration		\$0
4332	Water Services		\$0
4335	Water Treatment		\$0
4338	Water Conservation		\$0
4339	Other Water		\$0
Water Distribution and Treatment Subtotal			\$0
Electric			
4351	Electric Administration		\$0
4352	Generation		\$0
4353	Purchase Costs		\$0
4354	Electric Equipment Maintenance		\$0
4359	Other Electric Costs		\$0
Electric Subtotal			\$0
Health			
4411	Health Administration	10	\$129,899
4414	Pest Control	10	\$1,050
4415	Health Agencies and Hospitals		\$0
4419	Other Health		\$0
Health Subtotal			\$130,949
Welfare			
4441	Welfare Administration	10	\$144,094
4442	Direct Assistance		\$0
4444	Intergovernmental Welfare Payments		\$0
4445	Vendor Payments		\$0
4449	Other Welfare	10	\$98,325
Welfare Subtotal			\$242,419



New Hampshire
Department of
Revenue Administration

2024
MS-232

Appropriations

Account	Purpose	Article	Appropriations As Voted
Culture and Recreation			
4520	Parks and Recreation	10	\$688,829
4550	Library	10	\$1,185,689
4583	Patriotic Purposes	10	\$16,000
4589	Other Culture and Recreation	10	\$18,500
Culture and Recreation Subtotal			\$1,909,018
Conservation and Development			
4611	Conservation Administration	10	\$9,555
4612	Purchase of Natural Resources		\$0
4619	Other Conservation		\$0
4631	Redevelopment and Housing Administration		\$0
4632	Other Redevelopment and Housing		\$0
4651	Economic Development Administration		\$0
4652	Economic Development		\$0
4659	Other Economic Development	10	\$167,860
Conservation and Development Subtotal			\$177,415
Debt Service			
4711	Principal - Long Term Bonds, Notes, and Other Debt	08,10	\$1,530,687
4721	Interest - Long Term Bonds, Notes, and Other Debt	10	\$632,556
4723	Interest on Tax and Revenue Anticipation Notes		\$0
4790	Other Debt Service Charges	10	\$1
Debt Service Subtotal			\$2,163,244
Capital Outlay			
4901	Land		\$0
4902	Machinery, Vehicles, and Equipment	08,10	\$474,988
4903	Buildings	04	\$17,522,500
4909	Improvements Other than Buildings	05,13	\$2,808,400
Capital Outlay Subtotal			\$20,805,888



New Hampshire
Department of
Revenue Administration

2024
MS-232

Appropriations

Account	Purpose	Article	Appropriations As Voted
Operating Transfers Out			
4911	To Revolving Funds		\$0
4912	To Special Revenue Funds		\$0
4913	To Capital Projects Funds		\$0
4914A	To Airport Proprietary Fund		\$0
4914E	To Electric Proprietary Fund		\$0
4914O	To Other Proprietary Fund		\$0
4914S	To Sewer Proprietary Fund	05,06,12,14	\$10,407,530
4914W	To Water Proprietary Fund	05,07,11	\$7,155,573
4915	To Capital Reserve Funds	16,17,18	\$175,000
4916	To Expendable Trusts	15,19	\$103,500
4917	To Health Maintenance Trust Funds		\$0
4918	To Non-Expendable Trust Funds		\$0
4919	To Fiduciary Funds		\$0
Operating Transfers Out Subtotal			\$17,841,603
Total Voted Appropriations			\$61,247,336



TOWN OF EXETER

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Special Event Application

The Town of Exeter requires licensing for all Special Events where the Select Board is the licensing authority.

Return all Special Event applications to Exeter Parks and Recreation, at 32 Court Street, Exeter NH.

For information or questions concerning the application call 603-773-6151 or email nbugbee@exeternh.gov

Special Event License (Reference RSA 286 1-5, Town Ordinance Chapter 807)

Please note: Application must be received by the Parks and Recreation Office at least 14 business days prior to event and at least 30 business days prior to event if food will be distributed/sold

TYPE OF EVENT

☒ Special Event ☐ Road/Bike Race ☐ Parade ☐ Protest/Rally ☐ Fireworks

LOCATION OF SPECIAL EVENT

☐ Town Hall ☐ Bandstand ☐ Art Gallery ☐ Swasey Parkway ☐ Senior Center
☐ Town Hall Upstairs Back Rm ☐ Town Hall Small Front Green Rm ☒ Founders Park ☐ Swasey Pavilion ☐ Townhouse Common
☐ Parks/Rec Property

Organization Name: Exeter Conservation Commission/Exeter Planning Department

Organization Address: 10 Front Street Exeter NH 03833

Event Representative Name: Kristen Murphy

Event Representative Title: Cons & Sust Planner Phone 603-418-6452

Day of Contact Name: Kristen Murphy Day of Contact Phone # 603-479-4000

Event Representative Email: kmurphy@exeternh.gov

Please Check One: Are you a Exeter, Non-Profit Group: Yes ☒ Town Event

Are you a Non-Exeter, Non-Profit Group: Yes ☐

Are you a Exeter For Profit Group: Yes ☐

Are you a Non-Exeter For Profit Group: Yes ☐

EVENT DETAILS

Date of Event: May 11, 2024

Start Time: 9:30 am SET UP, 10 am START End Time: 1:00 pm END, 1:30 pm CLEAN UP

Name of Event: Alewife Festival

Number of Anticipated Attendees (Including Volunteers and Staff): 50

Describe the Proposed Event: Environmental education event with representatives from numerous town board (ConCom, SAC, Energy, Tree Committee, Parks, DPW, EXTV, Planning)

Is your event using promotional signage around the Town of Exeter? ☒ Yes ☐ No If yes, prior approval is required

Blocking Off Road(s): ☐ Yes ☒ No If yes, which one(s)

of Parking Spaces: Locations:



Special Event Application

WILL YOUR EVENT INVOLVE ANY OF THE FOLLOWING? (Please check all that apply)

Food/Beverage/Concessions/Vendors/sales
(inspection by Health Officer)

☐ Yes ☒ No

Alcoholic Beverages Served

☐ Yes ☒ No

State Liquor Permit Received ☐ Yes ☐ No

Date Rcvd: _____

Town Liquor Permit Approved ☐ Yes ☐ No

Date Rcvd: _____

Electronic sound amplification equipment, speakers, public address system (must follow noise ordinance) ☒ Yes ☐ No

Propane/Charcoal BBQ grills (inspection by Health Officer)

☐ Yes ☒ No

Electrical set up/ electrical cords run to the site
(inspection needed by Electric Inspector)

☐ Yes ☒ No

Fire pits, bonfires, kindle fire, campfire and other outdoor burning
(must have permit from Fire Department)

☐ Yes ☒ No

Tents/canopies If so, list quantity and size

☒ Yes ☐ No

& Size 5 12x12 possible

Animals at the event. If so, describe

☐ Yes ☒ No

Motorized Vehicles. If so, describe

☐ Yes ☒ No

ADDITIONAL DOCUMENTATION NEEDED TO COMPLETE/ATTACH TO PERMIT APPLICATION

All applicants for Special Events need to provide **WRITTEN ANSWERS TO THE QUESTIONS BELOW.**

1. **Site Plan:** Please attach a drawing of the event layout, including parking, facilities, vendor setup etc. (even if you supplied one in previous years).

2. **Security/Crowd Control Plan:** Describe how you plan to manage event goes while not surpassing the maximum seating capacity of indoor events or how you will secure, control, and assure compliance with laws and licensing conditions in the case of an outdoor event.

3. **Traffic Control/ Parking Plan:** The estimated number of vehicles, provisions for parking, number of police officers or employees necessary to control traffic, type and location of any signs, and any other accommodations or procedures planned to handle attendees and their vehicles.

Parking available at municipal lot.



Special Event Application

4. Fire Emergency Plan: The estimated number of occupants of all indoor events to assure compliance with the laws and permit rules and conditions required by the NH State Fire Code and its adopted references for places of assembly.

5. Ambulance/ Medical Service Plan: Detail the on-site emergency medical services and transportation plan.

6. Ticket Distribution Plan: Outline the distribution of tickets prior to the event and/or at the time and place of the event, including provision for a limitation on ticket sales to maintain required occupancy levels and provision for the refund of ticket costs in the event of cancellation of the event.

Free educational event.

7. Sanitary Facilities Plan: A plan appropriate for the number of attendees, which will include information relative to portable toilet facilities, trash containers, and a provision that the property and surrounding areas and roadways shall be cleared of all debris within 12 hours following the event.

8. Food Service Plan: A food service plan, which may require review and acceptance by the Exeter Health Officer or a vendor permit from the Fire Department. Please list what types of food will be served and where it will be served within the facility.

9. Special Duty Service Fees: The application fee does not include the cost of Fire or Police protection/detail, or any other extra Town expense required to protect the health and safety of the public which can reasonably be attributed to the event. All such costs associated with the use of active and stand-by emergency and other services provided by the Town of Exeter, or by other towns' emergency services, shall be borne by the applicant, promoter or sponsor.

After the event, billing for the Special Duty Services will be based on actual hours incurred by Town personnel. The total will be invoiced. A history of non-payment or late payment of any application fee and or Special Duty Services is grounds to deny your request for future event permits.

10. Liability Insurance Required: Certificate of Insurance and endorsement/provisions to be submitted with completed application. Required Amounts: General Liability/Bodily Injury/Property Damage: \$1,000,000 per occurrence, \$2,000,000 aggregate; **the Town of Exeter must be listed as additionally insured.**

11. A performance bond for events over 5,000 participants per day and or other security acceptable to the Town may be required in an amount equal to the amount estimated for Special Duty Services Fees as described above.



Special Event Application

By signing below, I confirm that all information provided herein and in all attachments as true and accurate, acknowledge that this application will not be reviewed by the Recreation Department until considered complete by Town review staff, and state that all liability for this event is assumed and accepted by the applicant.

Print Name Kristen Murphy

Organization Exeter Planning Dept

Applicant Signature

Kristen Murphy

Date 3/7/24

I also confirm that I am responsible for all costs incurred for this event including all special duty police, fire and health/safety services. **All services must be paid in full upon receipt of the invoice. If not paid in full, the Town will charge 2% interest per month.**

The Town may request/sue for legal expenses if the Town has to go to collections for unpaid amounts. I am responsible for all fees, which may include interest, attorney and court fees.

The Town reserves its rights to pursue all available legal remedies for damage to Town property or violation of any laws, rules or conditions applicable to use of Town property. In addition, such conduct may result in revocation of permission and/or denial of future requests for permission to use Town property.

It is understood that this is a temporary permit in which can be revoked, eliminated or extended due to the fluidity of COVID-19 and/or non-compliance.

Print Name Kristen Murphy

Applicant Signature

Kristen Murphy

Date 3/17/24

Please make Checks payable to Exeter Parks & Recreation

FOR OFFICE USE ONLY

Cost For Event: \$ _____

Entered Into RecDesk: ☐ Yes ☐ No

Sent Invoice: ☐ Yes ☐ No

Received Insurance: ☐ Yes ☐ No

DEPARTMENT HEAD SIGNED OFF

Police Chief

☐ Yes ☐ No

Via Email ☐

Health Inspector

☐ Yes ☐ No

Via Email ☐

Fire

☐ Yes ☐ No

Via Email ☐

DPW

☐ Yes ☐ No

Via Email ☐

Parks & Rec

☐ Yes ☐ No

Via Email ☐



Town of Exeter, NH
10 Front Street
Exeter, NH 03833
Phone: 773-6102

Parking Permit Request

Permission to block off parking spaces near the Bandstand will include blocking off parking spaces from the Bandstand steps to the crosswalk only, not beyond the crosswalk.

Applicant Information:

Name: Kristen Murphy Address: 10 Front Street
Town/State/Zip: Exeter, NH 03833 Phone: 603-418-6452
Email: kmurphy@exeternh.gov

Vehicle Information:

Plate #: _____ State: _____ Registered To: _____
Town: _____ Description: _____

Organization/Company Information:

Name: _____ Address: _____
Town/State/Zip: _____ Phone: _____

Description:

Blocking Off 4 Parking Spaces (quantity) Location: See attached map
Describe Activity: Parking an electric vehicle for public display purpose during Alewife Festival
Date(s) of Activity: May 11 Time of Activity: 9:30-1

If permit involves overnight use of blocking off an area, barricades must be in place before dark. This permit is issued for the purpose indicated above and shall be valid only during the times/dates indicated on this permit.

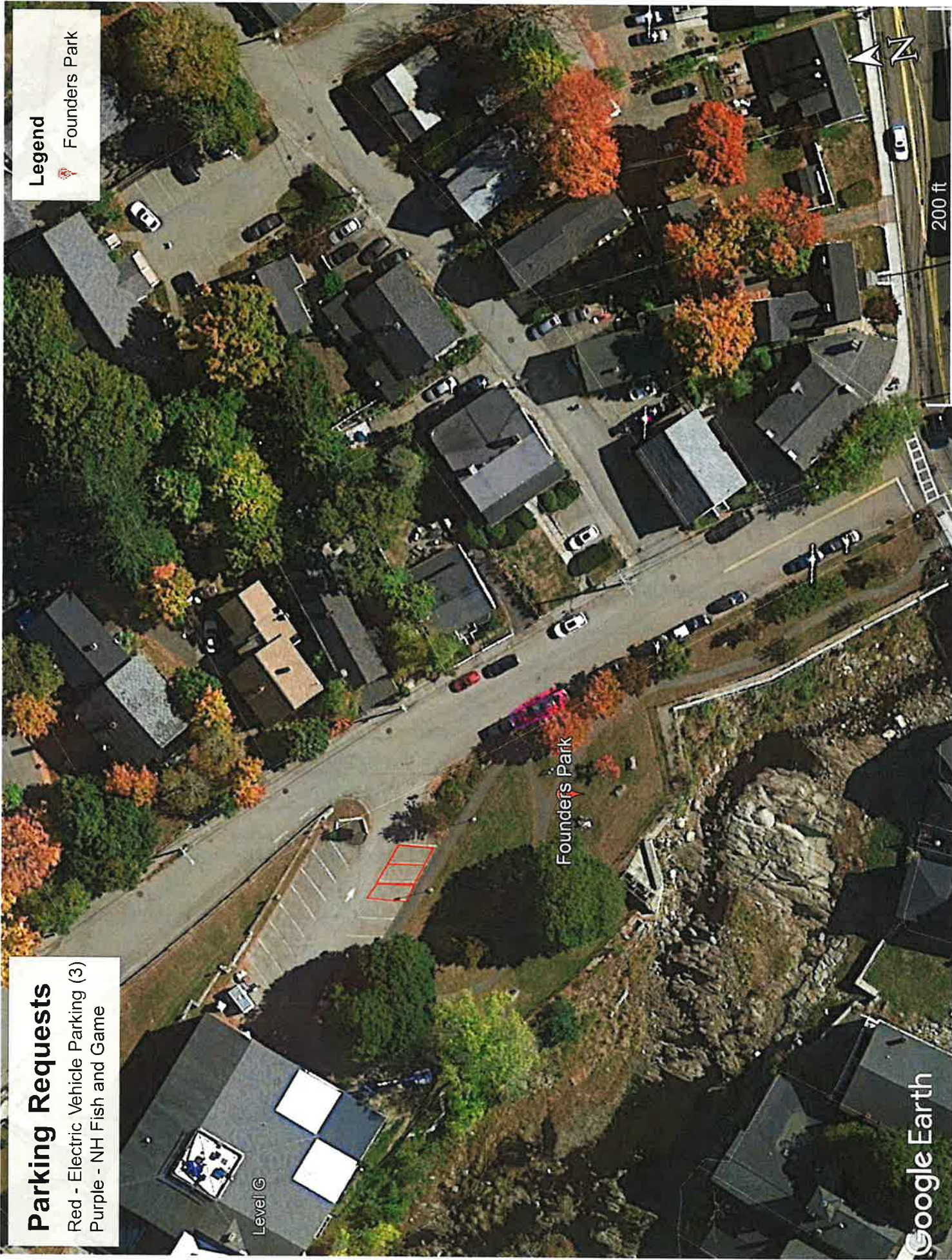
Applicant Signature

Date

Window permit issued: ☐

As authorized by the Board of Selectmen/Designee (Dean):

Date



Parking Requests

- Red - Electric Vehicle Parking (3)
- Purple - NH Fish and Game

Legend

- Founders Park

Exeter Gas Realty LLC

P.O. BOX 311
Yonkers, NY 10710
(914) 713-3516
exeterezmart@gmail.com

27th February 2024

Town of Exeter

Tax Collector
10 Front Street
Exeter, NH 03833

Dear Tax Collector,

I hope this letter finds you well. I am writing to bring to your attention an issue regarding our mailing address with the Town of Exeter. We recently discovered that our mailing address was incorrect, resulting in certain correspondences being misdirected. Although the suite number was the only discrepancy, it led to the imposition of penalties and fees on our account.

We acknowledge that the responsibility for updating our mailing address lies with us, and we regret any inconvenience this oversight may have caused. However, I would like to highlight that this is an isolated incident in our six years of business operations. Throughout this period, we have consistently maintained timely payments and adhered to all municipal regulations.

In light of our exemplary track record and the minimal impact of the address discrepancy, we respectfully request reimbursement for the penalties and fees incurred, amounting to \$116.62. We believe this request is fair and equitable given the circumstances.

We value our relationship with the Town of Exeter and strive to uphold the highest standards of compliance and responsibility. Your understanding and consideration regarding this matter would be greatly appreciated.

Please feel free to contact me at (914) 713-3516 or samijamal@aol.com if you require any further information or clarification. Thank you for your attention to this request, and I look forward to a prompt resolution.

Warm regards,



Sami Jamal



Town of Exeter
Tax Collector
10 Front Street
Exeter NH 03833

2023
Installment 2 of 2

PROPERTY TAX BILL
Customer Copy
Keep this portion for your records

Owner(s)				Property Location		
EXETER GAS REALTY LLC				72 MAIN ST		
Parcel	Tax Year	Bill Date	Bill Number	Bill Due Date	Unpaid Taxes Are Subject to	
					Interest at	Interest After
63-6	2023	11/13/2023	1886	12/13/2023	8%	12/14/2023
State School Tax		Local School Tax		Town Tax	County Tax	Total Tax Rate
1.870		17.720		6.230	0.960	26.780
Valuations				Total Gross Tax \$13,550.68 Less Veteran(s) Credit(s) \$0.00 Less Payments -\$6,261.75 Plus Interest \$0.00		
Land 407,700						
Buildings 98,300						
Exemptions						
Total Exemptions 0						
Taxable Valuation				Total Due This Bill		
Net 506,000				\$7,288.93		
Previous unpaid taxes due. Interest shown as of current bill due date. Please call for payoff amount.				Total previous unpaid taxes due as of current bill due date.		
Year	Tax Balance		Interest			
<div style="text-align: center;"> PAID <i>paid online</i> </div>				<div style="border: 1px solid red; padding: 5px;"> Plus interest \$116.62 Total owed now: \$7405.55 </div>		
				\$0.00		

IMPORTANT TAXPAYER INFORMATION IS LOCATED ON BACK OF BILL. PAYMENT MAY BE MADE IN PERSON, LEFT IN BLACK DROPBOX AT TOWN OFFICE (CHECKS ONLY), BY MAIL, OR ONLINE AT <https://selfservice.exeternh.gov/MSS>. WE ACCEPT eCHECKS, MASTERCARD, VISA, DISCOVER, AND DEBIT CARDS ONLINE - FEES APPLY. CALL 773-6108 FOR PAYMENT QUESTIONS.

Detach and return the below portion with your payment



Town of Exeter
Tax Collector
10 Front Street
Exeter NH 03833

2023
Installment 2 of 2

PROPERTY TAX BILL
Remit Copy

Please write parcel number on your check and enclose this portion of the bill with your payment. Make checks payable to: Town of Exeter



Bill Number	Bill Date	Parcel	Property Location	Due Date	Due This Bill
1886	11/13/2023	63-6	72 MAIN ST	12/13/2023	\$7,288.93
					Amount Enclosed
					\$

☐ Please See Change of Address on Back



EXETER GAS REALTY LLC
455 CENTRAL PARK AVE STE 312
SCARSDALE NY 10583-1034

Remit To:

TOWN OF EXETER
10 FRONT ST
EXETER NH 03833



Corporate <ezmartfoodscorp@gmail.com>

Town of Exeter - Web Payment Confirmation

toeit@exeternh.gov <toeit@exeternh.gov>
To: EXETEREZMART@gmail.com

Mon, Feb 26, 2024 at 10:10 AM

Dear Exeter Gas Realty Llc,

This message confirms your online payment of \$7406.05 on 02/26/2024 applied to account number using check number xxxxxxxxxxxx2175.

The confirmation number for this payment is 882213196.

Payment details:

- 1) MISC CASH RECEIPTS payment amount: \$0.50
- 2) REAL ESTATE bill number 1886, payment amount: \$7405.55



Corporate <ezmartfoodscorp@gmail.com>

Your payment receipt

donotreply@bridgepaynetwork.com <donotreply@bridgepaynetwork.com>
To: EXETEREZMART@gmail.com

Mon, Feb 26, 2024 at 10:10 AM

Tax WEB



Your payment was successfully processed. Please print this receipt for your records.

Payment Details

Total Amount: 7,406.05

Description:

Invoice No.: 1886

Auth code:

Town Manager Report

Select Board Committee Reports

Correspondence

March 2024

Dear Neighbor,

We are pleased to announce that Eversource has completed the A126/H141/R193 Transmission Structure Replacement Project near your property. We greatly appreciate your patience and cooperation during this effort to improve and strengthen the electric system reliability for our customers.

Crews have removed equipment and materials from the right of way and completed initial restoration efforts. Activities in the right of way will continue. These include monitoring sensitive environmental areas for revegetation and erosion prevention and revisiting areas that were initially restored earlier this year but need additional attention.

For More Information

Keeping the lines of communication open is important to us.

Project inquiries can be directed to Kaitlin Griffin at kaitlin.griffin@eversource.com. You can also contact our **project hotline at 1-888-926-5334** or send an email to NHProjectsInfo@eversource.com.

Eversource is committed to being a good neighbor and doing our work with respect for you and your property. We will continue to provide regular project notifications via mailings, phone calls and/or emails. We thank you again for your continued patience throughout this project.

Sincerely,

Kaitlin Griffin

Kaitlin Griffin
Eversource Project Services

*Town Manager's Office***MAR 11 2024***Received*



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

March 12, 2024

Daniel J. Tinkham
Emery & Garrett Groundwater Investigations
P.O. Box 1578
Meredith, NH 03253

transmitted via email to Daniel.Tinkham@gza.com

**RE: Preliminary Large Well Siting/Large Groundwater Withdrawal Permit Application
CWS Exeter; PWS ID 0801010; DR005398
Proposed SG1-TPW, GPW4
Town of Exeter**

Dear Mr. Tinkham:

The New Hampshire Department of Environmental Services (NHDES) has reviewed the preliminary community well siting and large groundwater withdrawal permit application (Preliminary Application) based on two submittals titled:

- "Large Groundwater Withdrawal Application Test Production Well SG1-TPW Exeter, New Hampshire" prepared by Emery & Garrett Groundwater Investigations (EEGI) on behalf of the Town of Exeter, dated December 29, 2022.
- "EGGI/GZA Response to the NHDES Comments regarding the Preliminary Application for Large Groundwater Withdrawal Permit for Test Production Well SG1-TPW, Town of Exeter, New Hampshire (CWS Exeter; PWS ID 0801010; DR005398)" dated July 10, 2023.

In summary, the Town of Exeter is seeking a large groundwater withdrawal permit and community well siting approval for one new gravel packed production well, called SG1-TPW [GPW4], located on Phillips Exeter Academy-owned property west of Drinkwater Road, East of the Exeter River, and northwest of Judes Pond. The proposed permitted production volume of the SG1-TPW Well is 576,000 gallons per day or approximately 400 gallons per minute (gpm). Both the Town of Exeter and Phillips Exeter Academy entered into an agreement on February 23, 2024, with a letter of Intent – Option to Purchase a water supply easement for the proposed well site that was received by NHDES on March 12, 2024.

NHDES has reviewed the Preliminary Application in accordance with: RSA 485-C:21, Approval for Large Groundwater Withdrawals; New Hampshire Administrative Rules Env-Wq 403, Large Groundwater Withdrawals; and New Hampshire Administrative Rules Env-Dw 302, Large Production Wells for Community Water Systems. NHDES approves the Preliminary Application as proposed with the following conditions:

1. NHDES approves the private water well identification and outreach process with the following conditions:
 - a. GZA completes the mailing (via a method with return receipt) in accordance with Env-Dw 302.14(h) as described in the July 10, 2023, response letter. Change the NHDES contact email in the "water well questionnaire" letter from David.B.Hisz@des.nh.gov to the large groundwater withdrawal program email address at largegw@des.nh.gov.

www.des.nh.gov

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
(603) 271-3503 • (603) 271-2867 • TDD Access: Relay NH 1-800-735-2964

- b. Provide NHDES copies of the return receipts via email to largegw@des.nh.gov.
 - c. Based on the responses received, GZA shall propose a final private well monitoring network for NHDES comment and approval in accordance with Env-Wq 403.11(f) and 403.13(c)&(i). Please include a shape file of proposed sites in addition to a list and map showing the proposed monitoring locations, well information obtained for each property, and the status of the response received from the mailing.
 - d. Provide a final updated inventory of private wells within the 1000-foot buffer around the PZOI at least 30 days prior to the scheduled pumping test.
2. The pump used for the withdrawal test shall be equipped with a check valve to ensure that the groundwater level recovery measurements are adequately usable. Water Well Board rule We 702.05(a) requires that the pump installations have two check valves.
 3. At least 30 day(s) prior to the start of the pumping test, contact Jonathan Whaland of the Groundwater Discharge Program at (603)-271-2858 or GWdischarge@des.nh.gov and obtain a Temporary Discharge Permit for waters generated during the pumping test.
 4. In addition to manual measurements, NHDES recommends the pumping rate be recorded digitally throughout the pumping period either via the output of the flow meter or using another method that measures the pressure in the discharge pipe.
 5. GZA will alert NHDES to the anticipated start of the pumping test at least two weeks in advance so that NHDES can plan a site visit accordingly.
 6. Submit along with the final report:
 - Per Env-Dw 302.08(c), provide documentation to demonstrate that the sanitary protective area is or will be under the direct legal control of the applicant and will be maintained as required by Env-Dw 302.10.
 - Provide a copy of the executed and recorded easement between the two parties (Town of Exeter and PEA)
 - A digital version of the water quality analysis results for the propose production well via email to largegw@des.nh.gov .The data shall be formatted using NHDES' Environmental Monitoring Database (EMD) "Activity Data Upload Template for Consultants and Labs" which can be found at the following link: [NH Online Forms System - EMD Activity \(Sample\). Version 1.3](#)
 - A digital version of all water level data collected during the pumping test in an excel file. No special formatting required, as prepared is acceptable, to the community well siting program via email at largegw@des.nh.gov .

If you have any questions about this letter or any other groundwater permitting issues, please contact me at
(603) 271-8866 or largegw@des.nh.gov.

Sincerely,



David Hisz
Drinking Water and Groundwater Bureau

cc: Steve Dalton; Exeter Water Department
Russell Dean; Town Manager, Town of Exeter
Kathleen Felch, Town Administrator, Town of Kensington
Mark Leighton; Phillips Exeter Academy
Stephen Roy, Jennifer Mates, Kelsey Vaughn, Jon Whaland; NHDES

\\DES\WD-DrinkingWaterGroundwater\Hydrology\Programs\LGWP\System\0801010_Exeter_Town of
Exeter\Correspondance\Exeter_0801010_Preliminary_Approval.doc



EXETER HEALTH DEPARTMENT

20 COURT STREET, EXETER, NH 03833-2716

Phone: (603)773-6132

FAX: (603)773-6128

Email: mbailey@exeternh.gov

www.exeternh.gov

Exeter Tick Prevention and Educational Program

Dear Stakeholders,

For those of you who I haven't met, my name is Madison Bailey. I am the Health Officer in Exeter, NH. As a New Hampshire Health Officer, one of my roles is to protect and educate the community against noncommunicable and infectious diseases. As tick season has already begun, tick-borne diseases such as Lyme Disease are a top priority for the Exeter Health Department. Therefore, this is an appropriate time to start rolling out a tick prevention program within the town of Exeter.

For your convenience, I have listed a few facts about ticks and Lyme Disease. Some of the highest Lyme Disease rates within NH occur yearly in Rockingham County. If a tick bite has occurred and is not removed appropriately within 30 hours, the transmission of the disease has significantly increased.

Misinformation can hinder the ability of any community to enjoy all that nature has to offer. This program aims to provide the town with the most up-to-date educational materials tailored to the community's specific needs. As there are a lot of outdoor spaces in town, there is a high exposure rate for tick bites - which can lead to the contraction of Lyme Disease or other tick-borne illnesses. The program's primary goal is to help the community enjoy the outdoors while protecting themselves from tick bites.

Currently, the program plan has two phases. Phase 1 will run between April 1, 2024 and June 1, 2024. With permission, warning signs will be placed at various outdoor venues, such as recreational trails, parks, sports fields, and other popular outdoor spaces that may be a habitat for harmful ticks. For future program management, a self-reporting survey is linked to each sign. This anonymous survey will be used for people to report if they found ticks on themselves and where they came from. This information will be used to track the tick population, guide future prevention materials for Phase 2, and measure the progress toward achieving program goals. This proposed signage is posted below.

The Health Department will also supply "Tick Picks" and instructions. This is a device that can be used to safely remove a tick that has latched onto the skin. These materials have also been attached below. These proposed resources will be free of cost for any Exeter resident. Educational PSAs will also be released via ExeterTV and various social media platforms. These materials will help spread the word about Lyme Disease, tick prevention methods, and how to obtain a free "Tick Pick."

Please feel free to reach out if you have any comments, questions, or concerns about the proposed program.

Respectfully,

Madison Bailey, Exeter Health Officer

HOW TO USE

Just Latch, Twist and Pull



1

Slide tick remover between tick and skin to firmly secure tick body.



2

Twist the tick puller to turn the tick around several times



3

Lift the hook light and gently pull tick out.

Must Pay Attention To Handling

After removing a tick, please clean and care for the bite site immediately





PREVENT TICK BITES!

- WEAR REPELLENT AND LONG PANTS
- CHECK FOR TICKS DAILY
- SHOWER SOON AFTER BEING OUTDOORS
- CALL YOUR DOCTOR IF YOU GET A FEVER OR RASH

For more information: www.cdc.gov/ticks



ATTENTION: If you find tick(s) on your person please scan the QR code and complete the anonymous survey to help the Exeter Health Department further track the harmful tick population. This is protected data that will be used for further program development.



Centers for Disease
Control and Prevention
National Center for Emerging and
Zoonotic Infectious Diseases



LYME DISEASE:

WHAT YOU NEED TO KNOW

- Where it's found ●
- How it's spread ●
- How it's prevented ●
- How it's diagnosed ●
- How it's treated ●



**U.S. Department of
Health and Human Services**
Centers for Disease
Control and Prevention

PubID 223850
CS239701-A

LYME DISEASE

Lyme disease is caused by bacteria called *Borrelia burgdorferi*, and rarely, *Borrelia mayonii*. The bacteria are spread to people through the bites of infected blacklegged ticks.

Under a microscope, the Lyme disease bacteria are corkscrew shaped.

Where People Most Commonly Get Lyme Disease

People can only get Lyme disease from ticks that carry the bacteria. In high-risk areas, about 10–50% of blacklegged ticks carry the bacteria. These high-risk areas include:

- Eastern states, primarily New England and the mid-Atlantic.
- The Great Lakes Region and Northern Midwestern states, especially Wisconsin and Minnesota.
- West Coast, particularly parts of northern California and, less commonly, Oregon and Washington.

Transmission

Ticks need to be attached for more than 24 hours and begin filling with blood before they can transmit (spread) Lyme disease bacteria. Most people are infected through the bites of immature ticks called nymphs. Nymphs are tiny (less than 2 mm) and difficult to see. They most commonly bite during spring and summer.

Adult ticks can also transmit Lyme disease bacteria. They are more likely to be found and removed because they are bigger than nymphs. They most commonly bite during the fall.

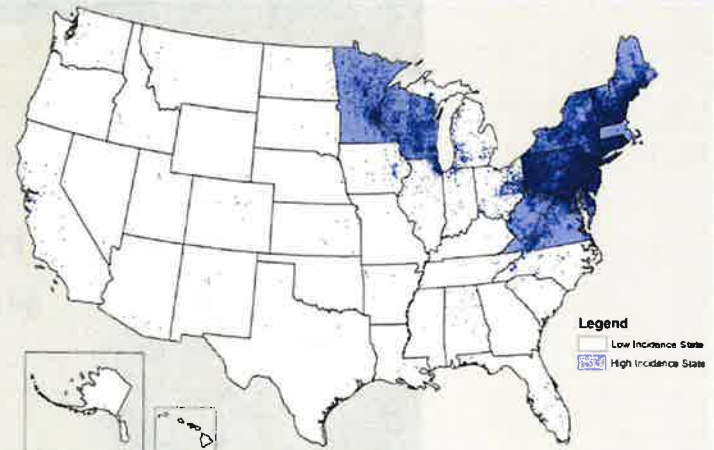
There is no evidence that Lyme disease is transmitted from person-to-person through touching, kissing, or having sex with a person who has Lyme disease. Untreated Lyme disease during pregnancy can lead to infection of the placenta. Spread from mother to fetus is possible, but rare. Fortunately, with appropriate antibiotic treatment, there is no increased risk of adverse birth outcomes. If you are pregnant and suspect you may have Lyme disease, contact your healthcare provider. There are no reports of Lyme disease transmission through breast milk or blood transfusion.

Ticks can attach to any part of the human body but prefer hard-to-see areas such as the groin, armpits, and scalp. In most cases, the tick must be attached and fill with blood before Lyme disease bacteria can be transmitted.

EMBEDDED NYMPHAL TICK
PHOTO COURTESY OF DURLAND FISH.

Reported Cases of Lyme Disease — United States, 2019

1 DOT PLACED RANDOMLY WITHIN COUNTY OF RESIDENCE FOR EACH CONFIRMED CASE

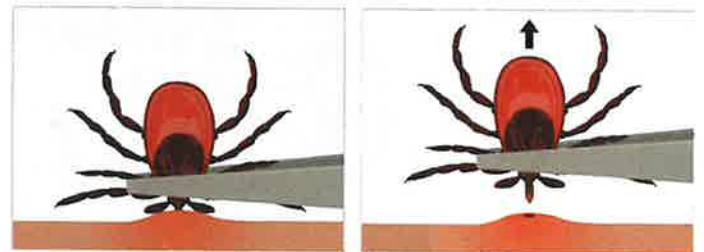


Although Lyme disease cases have been reported in nearly every state, this does not mean there is risk of infection in every state. Cases are reported based on where a person lives, not where they were infected. Some people become infected while traveling out of state.

This map does not reflect every case of Lyme disease diagnosed in 2019. Surveillance data are subject to each state's ability to capture and classify cases, which may vary between states, and from year to year. Due to the coronavirus disease 2019 (COVID-19) pandemic, 2019 and 2020 data from some jurisdictions may be incomplete. For more information, visit www.cdc.gov/lyme/datasurveillance.

Tick Removal

Grasp the tick firmly and as close to the skin as possible. With a steady motion, pull the tick's body away from the skin. Do not be alarmed if the tick's mouthparts remain in the skin. Cleanse the area with rubbing alcohol or soap and water.



Signs and symptoms

Early diagnosis and proper antibiotic treatment of Lyme disease is important and can help prevent more serious forms of the disease. Contact your healthcare provider if you notice an expanding rash or other possible symptoms.

Signs and symptoms of early Lyme disease can include:

- An expanding skin rash, called erythema migrans
- Fatigue
- Chills and fever
- Headache
- Muscle and joint pain
- Swollen lymph nodes

Erythema migrans is often a reddish or purple-colored rash that appears 3–30 days after the bite of an infected tick. It typically appears at the site of the tick bite, is round or oval, and expands gradually over several days. It can appear on any area of the body. The center of the rash sometimes clears as it enlarges, resulting in a “bull’s-eye” appearance. The rash may be warm, but it is rarely itchy or painful. Erythema migrans occurs in over 70 percent of people with Lyme disease.

Not all rashes that occur at the site of a tick bite are due to Lyme disease. An allergic reaction to tick saliva can also occur and be confused with an erythema migrans rash. Allergic reactions to tick saliva usually appear within a few hours after the tick bite, usually do not gradually expand in size, and disappear within a few days. A rash similar to erythema migrans has also been described following bites of the lone star tick. The condition has been named southern tick-associated rash illness (STARI), and the cause is unknown but it is not due to Lyme disease.

More severe forms of Lyme disease

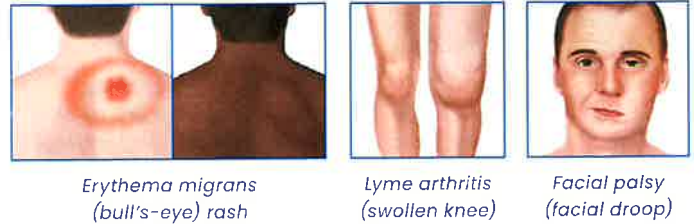
Some signs and symptoms of Lyme disease may not appear until weeks or months after a tick bite:

- Arthritis with severe joint pain and swelling can occur, usually in one or more large joints, especially the knees.
- Nervous system symptoms can include numbness, pain, nerve paralysis (often of the facial muscles, usually on one side), and meningitis (fever, stiff neck, and severe headache).
- Rarely, irregularities of the heart rhythm can occur.

For a small percentage of people, symptoms of fatigue, body aches, or difficulty thinking can last after finishing treatment.

Reinfection

You can get Lyme disease again if you are bitten by another infected tick, so always protect yourself from tick bites.



*Erythema migrans
(bull's-eye) rash*

*Lyme arthritis
(swollen knee)*

*Facial palsy
(facial droop)*

Diagnosis

Healthcare providers should consider the following factors when diagnosing Lyme disease:

- The likelihood that the patient has been exposed to infected blacklegged ticks (see map).
- Patient has signs and symptoms of Lyme disease, such as erythema migrans or arthritis.
- The possibility that other illnesses may be causing similar symptoms.
- Results of laboratory tests, recognizing that a serologic response may take several weeks to develop.

CDC recommends the use of Food and Drug Administration (FDA)–cleared tests for Lyme disease. Most available tests measure antibodies made in response to infection, which can take several weeks to appear in the blood. People who have been infected for longer than 6 weeks will almost always test positive, but people infected for shorter periods may not. Once produced, antibodies normally remain detectable in the blood for months or years after the patient has recovered.

This means that:

- Patients can have a negative blood test result if tested in the first few weeks after infection.
- Healthcare providers should treat patients for Lyme disease promptly if the patient has a history of recent exposure to tick bites and signs and symptoms of early Lyme disease, such as erythema migrans.
- A negative test result in a patient with arthritis or other long-standing symptoms is strong evidence that Lyme disease is not the cause of their illness.
- For people concerned about reinfection, it is difficult to distinguish between an old infection and a new infection using a blood test. Diagnosis of reinfection relies on careful clinical consideration of exposure history and symptoms.

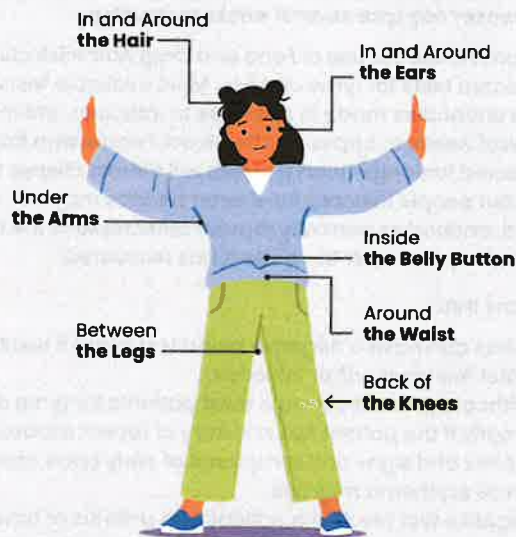
Treatment

People treated with appropriate antibiotics in the early stages of Lyme disease usually recover rapidly and completely. The antibiotics most commonly used to treat Lyme disease include doxycycline, amoxicillin, or cefuroxime axetil. Early diagnosis and proper antibiotic treatment of Lyme disease can help prevent more severe disease.

Tick Bite Prevention

- Use Environmental Protection Agency (EPA)-registered insect repellents containing DEET, picaridin, IR3535, oil of lemon eucalyptus, para-menthane-diol, or 2-undecanone. Always follow product instructions.
- Wear clothing treated with 0.5% permethrin. Re-treat clothing according to label instructions.
- Shower as soon as possible after spending time outdoors.
- Check for ticks daily. Ticks can hide under the armpits, behind the knees, in the hair, and in the groin.
- Tumble clothes in a dryer on high heat for 10 minutes to kill ticks on dry clothing after you come indoors. If the clothes are damp, dry them completely and then dry for 10 minutes on high heat.

Where to Check for Ticks



Lyme Disease Vaccine

There is not currently a vaccine for people to prevent Lyme disease, however clinical trials of new vaccines for Lyme disease are underway.

Post-Exposure Antibiotics

In general, CDC does not recommend antibiotics after tick bites to prevent tickborne diseases. However, in certain circumstances, a single dose of doxycycline after a tick bite in an area where Lyme disease is common may lower risk of Lyme disease. Ask your healthcare provider if antibiotics after a tick bite are appropriate for you.

Tick Bite Prevention for Pets

It is important to use a tick preventive product on your dogs because they are very susceptible to tick bites and tickborne diseases. Talk to your veterinarian about:

- Lyme disease vaccination for your dog
- The best tick prevention products for your pets
- Tickborne diseases in your area

Reduce the chances that a tick bite will make your dog sick by:

- Checking your pets for ticks daily
- Removing ticks from your pet immediately

Tick Control in the Yard

Landscaping to create tick-safe zones. Blacklegged ticks need high humidity to survive; they die quickly in drier environments. Removing leaf litter and clearing tall grass and brush around houses and at the edges of lawns will reduce the numbers of ticks. Placing wood chips or gravel between lawns or play areas and wooded areas creates a dry barrier that is difficult for ticks to cross. Fences can help keep deer away from homes.



Based on a diagram by K. Stafford, Connecticut Agricultural Experiment Station

For more information please contact:

Telephone: 1-800-CDC-INFO (232-4636) / TTY: 1-888-232-6348
Web: www.cdc.gov/lyme

Department of Health & Human Services
Centers for Disease Control and Prevention (CDC)
Division of Vector-Borne Diseases
3156 Rampart Road
Fort Collins, CO 80521-3003

Official Business
Penalty for Private use \$300

RETURN SERVICE REQUESTED

First Class Mail
Postage Fees Paid
PHS/CDC
Permit No. G-284



Pam McElroy <pmcelroy@exeternh.gov>

Looking for assistance with getting the word out about the Congressional Art Competition

1 message

McSherry, Margaret <Margaret.McSherry@mail.house.gov>

Tue, Mar 5, 2024 at 10:21 AM

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

Good morning,

I am reaching out to make you aware that the office of Congressman Chris Pappas is once again accepting entries for the Congressional Art Competition and will be doing so until Friday April 26th. We were wondering if you might be able to assist with getting the word out as we are trying to get as many high school students in our district to participate as possible. I am also including the email template below that I have been using to reach out to teachers and attaching the informational materials that we have been provided.

-Margaret

Good Afternoon,

I am reaching out to make you aware that the office of Congressman Pappas has officially begun accepting submissions for the 2024 Congressional Art Competition. The deadline for submissions will be **Friday April 26th 2024 at 5pm**. Similar to how we did it last year, our office is requesting that submission be sent directly to me at margaret.mcsherry@mail.house.gov. To be considered submissions must contain a completed signed copy of the student release form and include a high-resolution image of the piece. Prior to submitting please make sure to review the attached rules as pieces that do not meet the outlined requirements will not be considered.

Our office does not have an official theme for the Art Competition, so we encourage students to submit whatever pieces they feel highlights their artistic talents the most. We do ask though that students keep in mind that if they were to win the competition their piece will be on display in the Capitol for a year so they must be willing to part with the piece for the entire duration of the exhibit.

The competition is open to all highschoolers currently residing in New Hampshire's First Congressional district. Students can [check here](#) to verify that they reside in New Hampshire's First Congressional district. Prizes for the competition have not been announced yet but the First-place winner will get the unique distinction of being a Congressional Art Competition Winner and will have their piece on display at the Nation's Capital. Our office also typically hosts a reception for all entrants and their teachers.

I am attaching a copy of the rules and release form to this email. Additional information about the competition can be found on [our website](#). Those with questions are also welcome to contact me directly at margaret.mcsherry@mail.house.gov.

Margaret McSherry
Constituent Services Representative
Office of Congressman Chris Pappas (NH-01)
(603)453-0312

CONGRESSIONAL ART COMPETITION

Open to high school
students who
reside in NH-01

Deadline to Enter:
Friday, April 26
at 5:00 p.m.



CONGRESSMAN
CHRIS PAPPAS
NEW HAMPSHIRE'S 1st CONGRESSIONAL DISTRICT





Bulletin #10: Use Your Voice Before You Lose Your Voice

1 message

NHMA Government Affairs <governmentaffairs@nhmunicipal.org>

To: Pam McElroy <pmcelroy@exeternh.gov>

Fri, Mar 8, 2024 at 10:50 AM

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 10

2024 Session

March 8, 2024



Live Bill Tracker

HB 1479: An “Authoritarian” Bill and its Cumbersome, Costly & Confusing Amendment

On Wednesday, the House Legislative Administration voted to send [HB 1479](#) to the full House without a recommendation. All three votes taken during the executive session—on a proposed amendment, Ought to Pass, and Inexpedient to Legislate—were 8-8 down party lines.

The bill will go to the House floor within a couple of weeks for a vote. Please contact your representatives today and urge them to vote:

- **NO on a Motion of Ought to Pass**
- **NO on any proposed floor amendment when the bill goes to the House floor**
- **YES on a Motion of Inexpedient to Legislate**

Significant influences, including out of state lobbying money and efforts, are being used to lobby in favor of this bill, and misinformation is being shared about NHMA, organizations like NHMA, and local government. Read on to better understand the devastating consequences this bill would have on local government and the democratic process in New Hampshire—and why the proposed amendment would not have improved the bill.

[The Bill](#)

- **The bill prohibits local officials from any form of advocacy—period.** It broadly prohibits *any* public funds from being used to “lobby, attempt to influence legislation, participate in political activity, or contribute funds to any entity for the purpose of engaging in same.” This would prevent any local official, whether a paid employee or an elected official receiving a stipend, from any advocacy on behalf of a city or town. It is inconceivable that **locally elected leaders** would be barred from—even prosecuted for—speaking on legislation with **local impacts** in the Live Free or Die State. Despite statements made during the hearing, RSA 15:1 would not protect local officials if this bill passed.
- **The bill prohibits others—recipients of public funds—from lobbying.** Despite the focus on NHMA in the hearing, this bill affects every recipient of public funds: every organization of municipal officials, like the Building Officials, the Association of Assessing Officials, the Firefighters, or the Police Officers; every state agency and department; and every nonprofit organization that receives state or local funds. In fact, the bill is so broad in its language, it appears to apply to any private corporation that receives payment from a public entity, since the purchase of goods or payment for services constitutes an appropriation of public funds.
- **The exception is a red herring.** The exception that a recipient of public funds who wishes to lobby can do so if they segregate the funds for lobbying from public funds is not workable—and is not meant to be. Under New Hampshire law, lobbying time and revenue received is reported at the end of each quarter. Because it is not possible to predict the future time spent on advocacy activities, the segregation exception is simply a distraction from the ban that the law creates.
- **The bill would cost taxpayers money.** And that’s not just because the bill would allow any resident of the state to bring a lawsuit against a city or town (in addition to the possibility of criminal penalties). Every year, alongside our members, NHMA advocates on bills that typically fall into one of two categories: defeating bills that cost municipalities money and supporting bills that maintain or increase state aid. **Every new cost on municipalities is paid for by taxpayers, and every additional dollar sent from the state to the cities and towns offsets property taxes. Proposed legislation this session alone would cost taxpayers more than \$50 million.**
- **The bill strips local officials and town meetings of authority to make their own local decisions.** Dues paid to organizations that provide services to local officials are included by local officials in municipal budgets and are voluntary for most organizations—like NHMA. In most of our municipalities, these budgets are adopted by the voters. In the rest, they are adopted by the representatives the voters elect to make those decisions for them. Cities and towns make decisions every year to be members of organizations that provide these services to make them more efficient and to operate in a more cost-effective manner. The legislature should not make judgments on local spending; the voters and their locally elected officials should.

The Proposed Amendment

The amendment offered at the executive session, which failed on an 8-8 vote in committee, was not provided to the public before or during the executive session. This amendment, or one substantially similar, will be offered as a floor amendment. Here’s what you need to know:

- **The ban it would create, like the original bill, is very broad.** Although, once again, the conversation was focused on NHMA, the amendment would apply to “Any entity required to register under RSA 15:1 that provides both lobbying services and non-lobbying services,” broadening the reach of its heavy hand to a wide variety of organizations and private entities.
- **Despite statements by the amendment sponsor that nothing in the amendment changes the way local government organizations operate, it would, in fact, drastically and fundamentally do just that.** The amendment would require that these entities separate out lobbying from other services; charge separate fees for separate services; provide separate contracts for separate services; prohibit the bundling of services; and even dictate the type of fee allowed, including, confusingly, prohibiting “fair share and agency fees,” both of which only relate to collective bargaining, demonstrating a fundamental misunderstanding of what organizations like us do and how we operate.
- **Compliance with these new state mandates would mean increasing operational expenses, a curious result for legislation purportedly motivated by taxpayer cost concerns.** Although the focus of the conversation has been lobbying, the amendment’s mandate would require that NHMA’s many services be billed for separately. So, for example, the unlimited legal advice members can access as part of their membership would be a thing of the past. This result would blatantly contradict statements made by the amendment’s sponsor during the executive session that municipalities say they like the services they are receiving from organizations like NHMA. The goal of the amendment, then, is just a different way to get the same result: creating new hurdles to chip away at local government’s participation in the legislative process and authority to join or establish local government organizations.

- **The proposed new operational requirements also do not make sense based on the way lobbying time is reported under New Hampshire law** because, as stated above, lobbying time is reported at the *end* of each quarter. When asked how this would work, the sponsor of the amendment stated that the organization could just “estimate” the cost of lobbying based on last year. We are not certain how this improves the transparency of the current system, in which we report *actual time* spent on lobbying.
- **The amendment is not “pro-local control,” as some committee members claimed during the executive session.** Local control is allowing local governments to exercise local authority, including forming their own organizations, joining them if they choose, and changing the way those organizations operate as they choose—not the state dictating how they do business. Every membership organization that represents its municipal members has a process for its members to change how it operates, including whether it provides advocacy services and what it advocates for. The amendment is not about improving the way local government organizations deliver their services; it is simply a state mandate that would make the delivery of those services more cumbersome *and* costly.

In *support* of this amendment, [a statement was made](#) during the executive session that the original bill is “authoritarian” and that it is not “the legislature’s job to tell municipalities what to spend money on.” **We agree—and it’s why both the bill and the amendment must be rejected.**

Contact your representative today and ask them to put a stop to this by voting against the bill and any amendment on the floor.

You can watch the [full executive session here](#).

A Busy Monday

On **Monday**, many House committees will finish much of their work on House bills. It is likely that [House Municipal and County Government](#) will spend all Monday in Executive Session on the following bills of municipal interest:

9:30 AM	CACR 16	relating to local governance. Providing that local construction projects seeking amendments, waivers, or variances be subject to certain local approval, disclosure, and vote requirements.
9:30 AM	HB 526	regulating the use of temporary traffic control personnel.
9:30 AM	HB 1053	relative to permissible residential units in a commercial zone.
9:30 AM	HB 1106	relative to net asset limits under the elderly property tax exemption.
9:30 AM	HB 1175	relative to the official ballot referendum form of town meetings.
9:30 AM	HB 1181	relative to solid waste districts.
9:30 AM	HB 1187	relative to local legislative bodies' voting threshold for approval of lease agreements over \$100,000.
9:30 AM	HB 1223	relative to governing body members of the budget committee.
9:30 AM	HB 1281	relative to zoning restrictions on residential rental property.
9:30 AM	HB 1284	relative to the quasi-judicial authority of planning boards.
9:30 AM	HB 1371	relative to allowing the land use master plan to include a section on waste reduction.
9:30 AM	HB 1506	relative to required votes to approve issuance of bonds.

Additionally, [House Election Law](#) will likely be considering an amendment to [HB 1264](#), relative to the definition of accessible voting systems at **10:00 a.m. in LOB Room 306 – 308**. Stakeholders have been working hard to come to an agreement over the last several weeks, and we believe that the proposed amendment will satisfy all stakeholders.

And, [House Ways and Means](#) will hold executive sessions on the following bills.:

10:30 AM	HB 1514	relative to excess funds paid to municipalities for the use of school districts.
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10:30 AM [HB 1563](#)

relative to the education property tax and the authority of political subdivisions.

10:30 AM [HB 1613](#)

establishing a trust fund for money from soil and water environmental contamination court settlements.

There is still time to contact committee members on all this legislation, but, once again, our critical ask this week is that you contact your local representatives about [HB 1479](#) (please see the article above).

GET INVOLVED: NHMA'S 2025-2026 LEGISLATIVE POLICY PROCESS

Deadline Approaching: Submit a Legislative Policy Proposal and Create Change

Time is almost up for municipalities to submit proposed legislative policies to NHMA to be considered as part of the legislative policy process. If there is a law affecting municipal government that you think needs to be fixed, or if you have an idea for how the functions of local government might be improved through legislation, this is your opportunity to make a change.

Use the [Legislative Policy Proposal Form](#) to submit a proposal for consideration. The deadline for submitting proposals is April 15, although earlier submission is encouraged. Please follow the instructions on the form for submitting your proposal.

Serve on a Legislative Policy Committee: Only a Few Spots Left!

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 governmentaffairs@nhmunicipal.org no later than March 29.

Each of the committees deals with a different set of municipal issues. The committees and their subject areas are as follows:

- Finance and Revenue – budgeting, revenue, tax exemptions, current use, assessing, tax collection, retirement issues, education funding.
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- Infrastructure, Development, and Land Use – solid/hazardous waste, transportation, land use, technology, environmental regulation, housing, utilities, code enforcement, economic development.

There will be an in-person organizational meeting for all committees on **Friday, April 5** at NHMA's offices in Concord.

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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



Pam McElroy <pmcelroy@exeternh.gov>

Bulletin #11: Anti-Lobbying Bill Heads to House Floor; Welcome New Officials; SB2 Adoption Heads to House Floor

1 message

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

Fri, Mar 15, 2024 at 1:13 PM

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 11

2024 Session

March 15, 2024



Live Bill Tracker

Good-Bye and Hello

Many local officials completed their terms of office this week, and some will next week. Whatever the timing, we thank all of you for the time and energy you have devoted to public service, including your work on behalf of NHMA. For those who have never served in local government, it is difficult to appreciate how much work and time are involved, and how thankless the task can be. We hope you will enjoy your time off. Meanwhile, we enthusiastically welcome all of the new officials. We look forward to working with you in the coming years.

Whether you're new to NHMA or need a refresher on how to optimize your membership with us, there's always more to see at NHMA. For a full walk-through of all the membership benefits, including access to a treasure-trove of free resources, available to you as members, please view our webinar [here](#), and please set up your login to our member portal by following [these instructions](#).

Speak Up Now: HB 1479 Goes to the House Floor on Thursday!

HB 1479, which we wrote about [extensively last week](#), will go to the House floor for a vote on Thursday.

A growing and diverse coalition has come out in opposition to this shocking bill, including the NH Center for Nonprofits, the NH AFL-CIO, and the Business & Industry Association—along with NHMA, the NH Association of Counties, the NH School Boards Association, the NH Building Officials Association, the NH Tax Collectors Association, and the NH Association of Assessing Officials.

We anticipate an amendment—either the same or substantially similar to the [one that failed in the executive session](#)—will be offered on the floor. There is no iteration of **HB 1479** that is acceptable for New Hampshire.

We urge you to read (and share) [this Q&A](#), explaining how the bill is an authoritarian ban on speech, and the amendment is an effort to interfere with the operations of **both local government and private industry** in New Hampshire.

Out of state lobbying money and efforts—including mass mailers from a lobbying organization out of Austin, Texas—are being used to lobby in favor of this bill, and misinformation is being shared about the effect of both the bill and the proposed amendment.

Local officials must speak up now before they lose the right to do so. Please contact your representatives today and urge them to vote:

- **NO on a Motion of Ought to Pass**
- **NO on any proposed floor amendment**
- **YES on a Motion of Inexpedient to Legislate**

You can watch the [full hearing here](#) and the [full executive session here](#).

House to Vote to Reverse the SB 2 Adoption Process

With an 8-8 vote down party lines, the House Municipal & County Government Committee sent **HB 1175** to the floor without a recommendation. The House will vote on it next Thursday. This bill, which NHMA strongly opposes, would change the process for a town to adopt the official ballot referendum (“SB 2”) form of government, reversing an important change to the law that passed in 2019.

In a town with a “traditional” town meeting, only a very limited number of matters are voted on by official ballot in a voting booth: election of officers, zoning amendments, and a few other scattered questions. Therefore, the process under the current law, which requires the question of whether to adopt SB 2 be voted on at the business session (not the ballot), makes perfect sense: The question of whether to fundamentally change your town government should be voted in using the town’s current process. Under the bill, we would return to the illogical pre-2019 process, where voters in a traditional town meeting would vote on this important question on the official ballot instead.

Aside from not making sense, this change in process would also strip voters of their opportunity to discuss and debate—and really understand—the SB 2 proposal before voting. The question that would go on the ballot is prescribed by statute, and it provides almost no insight into the consequences of the vote: “Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the town on the second Tuesday of March [or April or May]?” That’s it. Only the most diligent and informed voters have any idea what it means before voting. A huge, and likely permanent, change in how town meetings operate should be based on thorough discussion and debate, not on the whims or guesses of voters who have a few seconds to make up their minds about a question they are seeing for the first time.

Please urge your representatives to keep the law intact and oppose **HB 1175**.

House Kills Local Option Public Safety Assessment Fee

Yesterday, the House voted 195-171 to indefinitely postpone **HB 1254**. This bill, as amended, would have allowed municipalities to adopt a \$2 local option fee to be assessed on hotel occupancies to offset the cost of municipal public safety services. The indefinite postponement prohibits reconsideration of **HB 1254** this session.

Thank you to our members who came out to support this policy, including the mayors who submitted a joint letter in support of the bill. Your voice is a critical part of the legislative process; and, because of your advocacy, many legislators are more aware of the cost burden on municipal services associated with increased tourism and transient traffic in many of our cities and towns.

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Tel: 603.224.7447**

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 12

2024 Session

March 22, 2024



Live Bill Tracker

Approaching Crossover

Crossover, the unofficial halfway point of the legislative session, is Thursday, April 11. That is the last day for the House to act on House bills and for the Senate to act on Senate bills. We anticipate that the next few weeks will be busy as that deadline quickly approaches. This is a good time to take stock of the many bills affecting municipalities using NHMA's [live bill tracker](#). And on **Monday, April 15**, at **12:00 p.m.**, please join the Government Affairs staff for a webinar on the status of municipal bills still in play this session. The webinar is open to all NHMA members. [Registration](#) is now open.

Local Control Prevails! HB 1479 Indefinitely Postponed

In a stunning victory **for** local control and local government, the House defeated [HB 1479](#), the anti-lobbying bill that would have criminalized YOUR speech, on a 211-129 vote yesterday. That defeat would not have been possible without YOUR advocacy.

What's more impressive is that a majority of the House determined that a tabling motion was not enough. The dispositional motion – Indefinitely Postpone – made it crystal clear that local control matters. We will be updating local officials with more information next

week, but if you want to know now how YOUR representative voted on the motion of Indefinitely Postpone, please take a look at the [roll call](#).

In NHMA's records of legislative testimony stretching back to the early 1980s, there is no bill that we have a record of that generated more outcry from local officials than this bill. We have not had any other bill in recent memory where so many local officials from across the state volunteered to come hand out information to legislators walking into the House chamber as **HB 1479**. Thank you for your advocacy.

We, of course, also need to thank our partners and friends who would have been affected by this legislation, who also contacted legislators and asked them to oppose **HB 1479**:

New Hampshire City and Town Clerks Association
New Hampshire Building Officials Association
New Hampshire Association of Chiefs of Police
New Hampshire Association of Assessing Officers
New Hampshire Tax Collectors Association
New Hampshire Health Officers Association
New Hampshire Library Trustees Association
New Hampshire Association of Counties
New Hampshire School Boards Association
New Hampshire Center for Non-Profits
Business and Industry Association of New Hampshire
NH AFL-CIO

Thank you to everyone who contacted representatives on this issue. Thanks to your support, membership organizations can continue to do what their members want.

RTK Bill Prevails with Floor Amendment!

After a lengthy process in the House, **HB 1002**, the "large Right-to-Know request" bill, went back to the House floor for a third, and, we hope, final time. The recommendation out of committee was Interim Study, but stakeholders, including the ACLU, NH Press Association, Right to Know NH, and NHMA, worked together with legislators from the Judiciary Committee to come up with [an amendment](#) that could be supported by a majority of stakeholders and legislators.

In a 193-179 vote, the House rejected the interim study. A subsequent vote saw the adoption of the agreed-to amendment; and, on a 268-106 vote, the House passed the amended version of **HB 1002**. The bill now heads to the Senate.

House Votes to Reverse the SB 2 Adoption Process

On a vote of 173-163, the House narrowly passed [HB 1175](#), which would place the question of adopting the official ballot referendum form of town meeting (SB 2) on the official ballot. If ultimately enacted, this bill would reverse the important law change passed in 2019, which states that the question of SB 2 is voted on at the *business session* of the town meeting—not on the official ballot—like most other business. The current law ensures that voters have the opportunity for discussion and debate on the question of whether to change their form of government *before* voting—in addition to the pre-town meeting hearing that must be held on the question. The current process also ensures that the SB 2 vote occurs in the same manner as most other questions in a town with a “traditional” form of town meeting.

The bill will be scheduled for a public hearing in the Senate in the upcoming weeks, so we encourage all town officials to contact their [senator](#) to oppose this legislation.

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