

Select Board Meeting
Monday, April 29th, 2024, 6:10 p.m.
Nowak Room, Town Offices
10 Front Street, Exeter NH 03833

REGULAR BUSINESS MEETING BEGINS AT 7:00 PM

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

To access the meeting, click this link: <https://us02web.zoom.us/j/83943829736>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 839 4382 9736

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

Use the "Raise Hand" button to alert the chair you wish to speak. On the phone, press *9.

More instructions for how to access the meeting can be found here:

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

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

AGENDA

1. Call Meeting to Order
2. Non Public Session – RSA 91-A:3 2 (d)
3. Board Interviews – Pairpoint Park Committee
4. Fire Chief Swearing In – Justin Pizon
5. Public Comment
6. Proclamations/Recognitions
7. Approval of Minutes
 - a. Regular Meeting: April 15th, 2024
8. Appointments
 - a. David Tovey, COAST Board of Directors
9. Resignations
 - a. Todd Hearon, Arts/Culture Advisory Commission
10. Discussion/Action Items
 - a. Siphons Project Update – Steve Cronin, DPW Director
 - b. Rugg Property Update
 - c. Single Use Plastics Implementation Update – Kristen Murphy, Conservation & Sustainability Planner
 - d. Gilman Park Management Plan – Kristen Murphy, Conservation & Sustainability Planner
 - e. COAST Bus Service Funding Request – Rad Nichols, COAST
 - f. Board, Committee, Commission Reappointments
 - g. Select Board Goals 2024-25

11. Regular Business

- a. Tax Abatements, Veterans Credits & Exemptions
- b. Permits & Approvals
- c. Town Manager's Report
- d. Select Board Committee Reports
- e. Correspondence

12. Review Board Calendar

13. Non-Public Session

14. Adjournment

Niko Papakonstantis, Chair

Select Board

Posted: 04/26/24 Town Office, Town Website

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

AGENDA SUBJECT TO CHANGE

Board Interviews



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

Interview
April 29, 2024
6:30 pm
CONFIRMED

Statement of Interest Boards and Committee Membership

Committee Selection: Exeter Pairpoint Park Stakeholders Advisory Committee

New

Re-Appointment

Regular

Alternate

Name: Jennifer Martel

Email: jmartel@gmail.com

Address: 23 Wood Ridge Lane

Phone: 603-828-8051

Registered Voter: Yes

No

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

I am a professional landscape architect with 18 years experience designing urban parks and plazas. I am also a member of the Exeter Planning Board. I can help the committee developing conceptual design plans that meet the town's goals for this pocket park while complying with accessibility and other code requirements. I have the resources to provide attractive visualizations of the proposed park for fund raising purposes. I am attaching my resume with more details as to my qualifications.

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

After submitting this application for appointment to the Town Manager:

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

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

Signature: Jen Martel

Date: 3/29/24



Jennifer Martel ASLA, PLA

PRICIPAL | SHE, HER, HERS

Jennifer is a licensed landscape architect with experience leading streetscape, parks, playground, higher education, and multi-family residential projects. Jennifer contributes to every phase of the project's cycle from concept through construction. Her goal is to work collaboratively with the client, community, and design team to develop landscape solutions that reflect the complexities of the built environment. In addition, Jennifer contributes to her community by serving on her town's Planning Board and is the President of the New Hampshire Chapter of the American Society of Landscape Architects.

EDUCATION

Rhode Island School of Design
Master of Landscape Architecture,
2006

George Washington University
Bachelor of Arts, East Asian Studies,
1999

REGISTRATIONS

Commonwealth of Massachusetts
#4200, Landscape Architect

State of New Hampshire
#155, Landscape Architect

PROFESSIONAL AFFILIATIONS

American Society of Landscape
Architects, NH (ASLA-NH)
Board Member, 2017-present
President, 2022-present

Town of Exeter New Hampshire
Planning Board. Member,
2018-present

AWARDS

ACEC Maine Engineering Excellence Award
Downtown Streetscape, Bridgeton, ME, 2020

Excellence in GSI Award for Best Public Project
Greening Lea, Philadelphia, PA, 2016

Preservation Achievement Grand Jury Award, Preservation
Alliance for Greater Philadelphia
Italian Fountain, Philadelphia, PA, 2014

Honor Award in Planning and Analysis, ASLA
GreenPlan, Philadelphia, PA, 2011

New Jersey Future Smart Growth Award
North Camden Waterfront Park Plan, Camden, NJ, 2009

ACADEMIC EXPERIENCE

Chester Arthur School, Philadelphia, PA*

Governor's Academy Master Plan, Byfield, MA

Lea School, Philadelphia, PA*

Industrial History Center, Amesbury, MA*

University of New Hampshire, Child Study and Development
Center Durham, NH*

University of New Hampshire, Main Street Streetscape
Durham, NH*

Washington University in St. Louis, North Precinct Masterplan
St. Louis, MO*

PLAYGROUND EXPERIENCE

Bunker Hill Housing Redevelopment, Building M
Charlestown, MA

Brookside Neighborhood Playground, Berlin, NH*

Chester Arthur School, Philadelphia, PA*
Gallagher Park, Lynn, MA
Keaney Park, Lynn, MA
Kiley Park, Lynn, MA
Lea School, Philadelphia, PA*
Mini-Mounties Preschool, Berlin, NH*
Sheehan-Basquil Playground and Splashpad
Manchester, NH*
University of New Hampshire, Child Study
and Development Center, Durham, NH*
Vernon Park, Philadelphia, PA*
Weccacoe Playground, Philadelphia, PA*

CORPORATE EXPERIENCE

1 Corporate Drive, Andover, MA
BMW Stratham, Stratham, NH*
Department of Public Works, Nashua, NH*
Goodwin Community Health, Somersworth, NH*
Glen House Hotel, Gorham, NH*
Munters Manufacturing, Amesbury, MA
Price Waterhouse Cooper, Roof Deck
Philadelphia, PA*
Steeplegate, Concord, NH
The Wentworth, Jackson, NH

GREEN ROOF + ROOF DECK EXPERIENCE

Bunker Hill Housing Building F, Charlestown, MA
Price Waterhouse Cooper, Philadelphia, PA*
Residences at Chestnut, Manchester, NH

HISTORIC EXPERIENCE

Amesbury Carriage Museum, Amesbury, MA*
Cochecho River Waterfront Park, Dover, NH*
Continental Mill, Lewiston, ME*
Court Square Revitalization, Springfield, MA
Ellis Factory, Haverhill, MA*
Swamp Locks Pedestrian Bridge, Lowell, MA
Water Works Italian Fountain Restoration
Philadelphia, PA*

LAB + RESEARCH EXPERIENCE

1 Corporate Drive, Andover, MA

MIXED-USE EXPERIENCE

23 Ammonoosuc, Littleton, NH*
218 Jericho Road Masterplan, Berlin, NH*
Cochecho River Waterfront Development
Dover, NH*
Continental Mill, Lewiston, ME*
Dalian AVIC International Square
Dalian, China*
Ellis Factory, Haverhill, MA*
Steeplegate, Concord, NH

MULTI-FAMILY HOUSING EXPERIENCE

47 Chestnut Street, Dover, NH
Avesta Housing Meadows at Grapevine Run
North Hampton, NH*
Bunker Hill Housing, Buildings F & M
Charlestown, MA
Continental Mill, Lewiston, ME*
Ellis Factory, Haverhill, MA*
Faneuil Gardens, Boston
Residences at Chestnut, Manchester, NH
Riverwoods Courtyard, Exeter, NH*
Washington-Lafayette Condos, Rye, NH*

PARK EXPERIENCE

Black Heritage Memorial, Exeter, NH*
Berlin River Walk, Berlin, NH*
Cramer Hill Waterfront Park, Camden, NJ*
Cochecho River Paddlesports Dock
Dover, NH*
Cochecho River Waterfront Park, Dover, NH*
Court Square, Springfield, MA
Dover Veterans Memorial, Dover, NH*
Free Library of Philadelphia, Philadelphia, PA*
Gallagher Park, Lynn, MA
Heritage Rail Trail East, Nashua, NH*
India Point Park Improvements, Providence, RI*
June 5th Memorial Park, Philadelphia, PA*
Keaney Park, Lynn, MA
Kiley Park, Lynn, MA
Marston Farm Recreation Park

Nottingham, NH*

North Camden Waterfront Park, Camden, NJ*

Parklands of Floyds Fork, Louisville, KY*

Somersworth Veterans Memorial,
Somersworth, NH*

Swamp Locks Park, Lowell, MA

Vernon Park, Philadelphia, PA*

Water Street Pocket Park, Exeter, NH*

Water Works Italian Fountain Restoration,
Philadelphia, PA*

Water Works Park, Philadelphia, PA*

Weccacoe Park, Philadelphia, PA*

Womrath Park, Philadelphia, PA*

Millyard Dog Park, Nashua, NH*

Woonasquatucket Adventure Park,
Providence, RI*

PLANNING EXPERIENCE

Broad Street Visioning, Philadelphia, PA*

A Civic Vision for the Central Delaware,
Philadelphia, PA*

Court Square Public Realm Master Plan, Springfield,
MA

Cramer Hill Waterfront Park, Camden, NJ*

Faneuil Gardens, Boston

Governor's Academy Master Plan, Byfield, MA

GreenPlan Philadelphia, Philadelphia, PA*

North Camden Waterfront Park, Camden, NJ*

North Hampton Business District Masterplan,
North Hampton, NH*

North Precinct Masterplan, Washington
University, St. Louis, MO*

Royal Crest, North Andover, MA

Sheehan-Basquill Park Masterplan,
Manchester, NH*

Shetland Park Redevelopment, Salem, MA

Stratham Gateway Masterplan, Stratham, NH*

Steeplegate, Concord, NH

SENIOR HOUSING EXPERIENCE

Avesta Housing Meadows at Grapevine Run,
North Hampton, NH*

Riverwoods Courtyard, Exeter, NH*

Sterling Hill, Exeter, NH*

STREETSCAPE + TRANSPORTATION EXPERIENCE

Alewife Headhouse Plaza, Cambridge, MA

Broad Street Visioning, Philadelphia, PA*

Cambridge Turnpike Improvement Project,
Concord, MA*

Cochecho River Waterfront Development,
Dover, NH*

Court Square Public Realm Master Plan, Springfield,
MA

Lincoln Street Redesign, Exeter, NH*

Littleton River District Streetscape,
Littleton, NH*

Lower Central Avenue, Dover, NH*

Main Street Revitalization, Bridgton, ME*

Main Street Revitalization, Colebrook, NH*

Roadside Planting and Gateway, Lushun, China*

University of New Hampshire Main Street
Streetscape, Durham, NH*

WATERFRONT EXPERIENCE

47 Chestnut Street, Dover, NH*

Berlin River Walk, Berlin, NH*

Cramer Hill Waterfront Park, Camden, NJ*

Cochecho River Paddlesports Dock, Dover, NH*

Cochecho River Waterfront Park, Dover, NH*

North Camden Waterfront Park, Camden, NJ*

Shetland Park Redevelopment, Salem, MA

**Project completed prior to joining Copley Wolff*



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

Interview w/SB
 4/29/24 6:40 pm.
Confirmed

Statement of Interest
Boards and Committee Membership

Committee Selection: Pairpoint Park

New Re-Appointment Regular Alternate

Name: Amanda Kelly Email: amandajkelly12@gmail

Address: 24 Prospect St Phone: 603 957 0936

Registered Voter: Yes No

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

Page see attached.

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

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

Signature: [Signature] Date: 3/18/24

To be completed by Select Board upon appointment:

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

I would like to be considered for the Pairpoint Park Committee for several reasons. First, as a landscape designer (not architect), this is within my professional skillset and I can provide valuable information on design and planting. Second, with my demonstrated dedication to ADA and general accessibility, I can provide a voice for all kinds of accessibility. I would be a reasonable and dedicated member and work to provide Exeter with the best overall park we can.



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

Interview
April 29, 2024
6:50 pm
CONFIRMED

**Statement of Interest
Boards and Committee Membership**

Committee Selection: Pairpoint Park
23 WATER STREET

New Re-Appointment Regular Alternate

Name: Keith Whitehouse Email: YETILANDCARENH@YAHOO.COM

Address: 61 Westside Drive Phone: 603-686-2280

Registered Voter: Yes No

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

CREATE A LOW COST PARK FOR ALL
TO ENJOY

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

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

Signature: Keith Whitehouse Date: 4/1/24

To be completed by Select Board upon appointment:

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

Swearing In of Fire Chief

Select Board Meeting
Monday April 15, 2024
6:30 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Acting Clerk Nancy Belanger, Dan Chartrand

Members Absent: Vice-Chair Molly Cowan, Clerk Julie Gilman

Town Manager Russ Dean was also present at this meeting. The meeting was called to order by Mr. Papakonstantis at 6:30 PM. The Board went downstairs to the Wheelwright Room for interviews.

2. Board Interviews - Pairpoint Park Stakeholders Committee

- a. Devon Skerritt
- b. Steven Jones
- c. Judy Rowan
- d. Ann Hohenberger

The Board reconvened in the Nowak Room at 7:08 PM.

3. Public Comment

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

4. Proclamations/Recognitions

- a. Mr. Papakonstantis read the Arbor Day proclamation:
*Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
Whereas, Arbor Day is now observed throughout the nation and the world, and
Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and
Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and
Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and
Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.
Now, therefore, I, Niko Papakonstantis, Select Board Chair of the Town of Exeter, do hereby proclaim the 22nd of April, 2024 as Arbor Day in the Town of*

*Exeter, and I urge all citizens to celebrate Arbor Day by supporting efforts to protect our trees and woodlands, and
Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.
Dated this 15th day of April, 2024.*

Mr. Papakonstantis recognized Fire Chief Eric Wilking, who is retiring this week.

5. Approval of Minutes

a. Regular Meeting: April 1, 2024

MOTION: Ms. Belanger moved to approve the Select Board meeting minutes of April 1, 2024 as presented. Mr. Chartrand seconded. The motion passed 3-0.

6. Appointments

MOTION: Ms. Belanger moved to reappoint the Deputy Fire Chief Jason Fritz as the Exeter Deputy Health Officer, who serves under the Health Officer per under RSA-128, for 2024. Mr. Chartrand seconded. The motion passed 3-0.

7. Discussion/Action Items

a. SOS Recovery Center

SOS Executive Director John Burns gave a presentation on SOS Recovery Organization, a peer-based recovery organization started in 2016. Mr. Burns said we're planning to relocate our Hampton location to Exeter. We have a relationship with Exeter Hospital, they dispatch us 24/7 to support patients with substance use disorders. We'll be subletting 92 Portsmouth Ave. It's a peer-based program, not clinical. We do mutual aid support meetings, family support, and parenting programs. We have an opioid abatement fund to provide criminal justice support. We appreciate Exeter's proximity to Brentwood and the drug treatment court. We do harm reduction programming with safer supplies and overdose prevention education. There is also a business development program to help employ those in recovery. We move in next week.

The Board welcomed them to Exeter. Mr. Chartrand said he looks forward to them being a member of the community.

b. Squamscott Siphons Project Update

DPW Director Steve Cronin said we've run into some issues with the project that will lead to delays. Earlier this year, the contractor drilled a 6-inch pilot hole from Swasey to a receiving hole at Exeter Mills side. They planned to follow this up with a 12 inch then an 18-inch reamer. After that, new pipes would be put through at either end, then there would be additional construction to put the pipes together. The expected completion date was June 24, but this has now been delayed. The pilot hole was completed Feb 8, and the 12-inch reamer work was completed Feb 28. On Feb 29, they started the 18-inch ream, and anticipated it would take 3 weeks. On March 19, we had a progress meeting with

contractor, and it was still advancing as planned, although the contractor suggested a further 22-inch ream. Later that day, the drilling rod disconnected from the 18-inch reamer, about 500 feet from the entry point. This was due to a weld failure 160 feet from the drill rig. Several attempts to recouple the drill rods were unsuccessful. On March 22, they decided to push the reamer back to the Swasey side with an air hammer. On March 27, the casing made contact with the reamer. On April 2, a weld on the casing broke. They repaired the casing and tried again but it was unsuccessful. After further discussions, it was decided that the best course of action was to abandon the reamer in place and proceed with a new bore hole. We've adjusted the drilling location based on information we gathered. We could begin April 29 and it could be completed at the end of August. The contractor would also like to bring in a larger drill.

Mr. Papakonstantis asked if this will be covered under the lump sum agreement. Mr. Dean said yes. Mr. Papakonstantis asked if we've notified abutters. Mr. Cronin said we've reached out, but we're still determining where the new location will be. We hope to have more details by Wednesday afternoon.

c. **Swasey Parkway Trustees/Select Board re: Swasey Parkway**

Chair Dwane Staples convened the Swasey Parkway Trustees meeting at 7:38 PM. He introduced the other Trustees, Vice Chair Darius Thompson and member Dave Short.

Mr. Papakonstantis said the Swasey Parkway warrant article passed several years ago and the Board made the commitment to work through it with the Trustees. From time to time we have co-meetings to work on next steps. The siphon project has been delayed, but it's important that we start to move forward. He would like to work up multiple options for the Parkway's design. We could then have public hearings to hear public input. We should find the best way to work through the warrant article and make it as easy for folks with mobility issues as possible.

Mr. Dean said a coherent approach would be to hire a design consultant to look at all of the issues, such as ADA, the turnaround, stormwater, gates, and fencing. This is one of our most sensitive areas of town and a jewel of the community.

Mr. Short said the proposal describes that the consultant would come up with three conceptual plans and town staff would bring it down to two before the Trustees are involved. Shouldn't trustees be brought in from the beginning? Mr. Dean said that could be done. This was a draft proposal.

Mr. Short said the flooding there will have to be addressed to protect our infrastructure improvements. Mr. Dean said part of the scope of work from this proposal is to reduce impacts from flooding.

Mr. Papakonstantis said he would like the Trustees to be involved at an earlier point than the proposal describes.

Mr. Chartrand said he'd like to find consensus between the Board and the Trustees, with public input.

Mr. Short said Jen Martel raised the issue that we should be sensitive to the original design intent of the parkway.

Mr. Thompson asked, if the design consultant recommends the road be established with things to mitigate the safety issues and concerns, is that something that the Board is open to? Mr. Chartrand said that's a hypothetical that he doesn't want to address. We shouldn't try to pre-conceive this, we should let the professionals do their work. Let's wait and see what they say. Mr. Papakonstantis said if we were inclined to recontinue the road, this is the group to do so, but he would have a hard time doing it without a lot of public input before going against what passed.

Mr. Staples said he would like to see the first point be the flooding issue. It's been getting worse for a lot of years. The brackish water has ruined the turf across from the pavilion and it's affecting the trees. If we don't address the flooding and we do new plantings, we're throwing good money after bad. Mr. Thompson said the fencing needs to be fixed. We could build that up. The high tides and cycles are going to continue. Mr. Short suggested the consultant money should go to an engineering firm to address the flooding. It's coming over by 2 or 3 feet. Keeping it out could have a domino effect on other properties. Mr. Chartrand said the work should be very holistic because some of the most valuable properties are there. Mr. Dean said it could be a CIP item.

Mr. Cronin said Wednesday we're participating in a climate change vulnerability assessment with DES, looking at the wastewater and groundwater aspects. Mr. Papakonstantis asked if we were to engage an engineering firm, what would that cost? Mr. Cronin said he didn't know, but it's probably the right approach. When you try to hold back the Atlantic Ocean, it can get very expensive very quickly. Mr. Staples said it's about more than just keeping water out of Swasey Parkway, it's about the boathouse, Public Works, and the downtown. Mr. Chartrand said before it was donated, this was a swamp and part of the Squamscott River. Mr. Staples said the river will take it back in the future.

Mr. Papakonstantis said he'd like an update following Mr. Cronin's meeting on Wednesday and would like to consider this as a CIP item this budget season.

Mr. Short asked if the Trustees could be involved with the consultant from the beginning. Mr. Papakonstantis said a member of the Select Board would be in the meetings, and we could add a member of the Trustees as well.

The Trustees will come back to discuss this May 28.

MOTION [Swasey Parkway Trustees]: Mr. Thompson made a motion to adjourn. Mr. Short seconded. The motion passed 3-0 and the Swasey Trustees meeting adjourned at 8:11 PM.

d. Trust for Public Lands

Trust for Public Land Project Manager Lynnette Batt was present via Zoom, and Duane Hyde, Conservation Director of SELT, was present in person. Ms. Batt said the Rugg property is 47 acres of land along the boundary with

Newfields. It has miles of existing trails and Exeter residents have been using it as an extension of the Town Forest for many years. The family must sell to settle an estate, and they're giving the town the first crack at it, otherwise they will have to sell for development. We refer to it as the "Newfields-Exeter Community Forest." She showed maps of the property showing the location and trail density. She said Exeter's Article 24 received a strong response. It was an advisory measure that was non-fiscal. It got 88% of the vote. We're moving forward with the project; May and June are the final grant applications and the boundary resolution. The final appraisal would be in late summer or fall. We expect to have a funding decision on the grants and loans this fall. We would be pursuing public meetings and hearings to prepare for a funding vote in March 2025. We have ongoing private fundraising to pay other costs for the project and to create a stewardship fund. We expect the closing to be in the summer/fall of 2025 if the funds are raised. Regarding the boundary issue, the landowners submitted title and boundary work. The town wanted to review it, and we're still waiting for the resolution of that issue; we're asking the Select Board to help move that along. This is critical to the grant funding and the appraisal. For Exeter, the budget is \$1.7M which is the maximum land cost, or about \$35,000 an acre. It's 5% over the June 2023 appraisal. There's a floor price of \$1.3M. There will be a final appraisal to determine the cost. We could look at a town loan of \$1.2M with 20% to be forgiven. Newfields is moving forward with their full application this year. We're asking for Exeter to put in a "pre-application" for an SRF loan in May. It's non-committal until we submit the full application next year. The Board would need to designate an authorized representative to submit the application and submit letters in support. Mr. Papakonstantis said we are presently in ongoing discussions with the Rugg family regarding the boundary.

Ms. Belanger asked about the cost per acre. Ms. Batt said the appraised value was \$35,000/acre in June 2023. The final purchase price would be based on a final appraisal and review. If the appraisal came back higher, the sales price would still be the ceiling. If it came back below the floor, the landowners would have the option not to sell the property.

Mr. Chartrand asked if we're comfortable moving forward with some elements of this property while we're still in discussion with the Ruggs. Mr. Papakonstantis said the voters spoke overwhelmingly that this is a priority. Could we start the grant application process, which would not be binding? Mr. Dean said there's nothing that he can see that would forestall that. We've filed for grants before when we weren't the property owner. We can move forward without impacting that conversation. We're also hoping to hear very soon from the Rugg family on the boundary adjustment.

Ms. Batt said for the Drinking Water & Groundwater Trust Fund Grant and LCHIP, we could be the applicant and we'd be looking for support from the town. For the Clean Water State Revolving Fund loan application, the town would need to be the applicant. We can ghostwrite it but would need to work with a

designated representative to submit it. Mr. Dean said that would be the Natural Resources and Sustainability Planner.

e. Urbanized Exemption Request

Town Planner Dave Sharples said he's here to see if the Board would like to submit for an urbanized exemption from the Shoreland Water Quality Protection Act, a law that applies to great ponds and fifth-order streams like the Squamscott River. It requires a 250-foot buffer from the high water mark. He read Section 483-B:12:

The governing body of a municipality may, in its discretion, request the commissioner to exempt all or a portion of the protected shoreland within its boundaries from the provisions of this chapter if the governing body finds that special local urbanization conditions as defined in RSA 483-B:4, XXV, exist in the protected shoreland for which the exemption is sought.

II. If the governing body of a municipality requests such an exemption, it shall submit evidence of existing and historical patterns of building and development in the protected shoreland in demonstration of the special local urbanization conditions. Such evidence shall address:

(a) Current and past building density.

(b) Commercial, industrial, or residential uses.

(c) Municipal or other public utilities.

(d) Current municipal land use regulations which affect the protected shoreland.

(e) Designation as a downtown, community center, central business district, or urbanized area or urban cluster as delineated by the United States Census Bureau.

(f) Any other information which the commissioner may reasonably require.

Mr. Sharples presented a map of the district, which includes the downtown along the water, the island crossed by String Bridge, and the Library. The rest of the Squamscott would not be covered. The State recognizes that downtowns that existed when they made the law are impervious surfaces, but there's still a permit that developers have to get. This area is 93% impervious right now. The only green space is town-owned, with Pairpoint Park and Founders Park. There are numerous communities in NH that have received an exemption. He brought this to the Planning Board, which voted in unanimous support of it. It would be one less permit that people have to get. There's no vegetative or woodland buffer left to protect. The Conservation Commission voted 6-1 for it. The Exeter Squamscott River Local Advisory Committee [ESRLAC] did not support the request.

Mr. Chartrand said he understands their concerns, but we want to use our urban core more intensively. We can preserve green space outside our urban core. We want to reduce the cost to developers of our urban core, according to our Master Plan.

Ms. Belanger asked regarding the one member who wasn't in favor, what were their concerns? Mr. Sharples said they felt it was a regulation that protects the shoreland so you shouldn't get rid of it. Those on the committee that work for the State knew it doesn't do anything to protect the environment. It's a point system and there are no points. We didn't get an answer of what would be lost.

MOTION: Ms. Belanger moved to authorize the Town Manager or their designee to submit a request for an urbanized exemption in accordance with NH RSA 483-B-12 as presented. Mr. Chartrand seconded. The motion passed 3-0.

- f. Approve SRF Certificates of Authorization - School Street Project, Surface Water Treatment Design, Water Street Project

Public Works Director Steve Cronin said these projects were approved by the voters. Town manager to sign the loan agreements on behalf of the town so we can proceed with these three important projects.

MOTION: Ms. Belanger moved to enter into and approve a loan agreement for the School Street utility and street improvement project with NH DES in the amount of \$4,831,852 to the town of Exeter and to authorize the Town Manager, the Assistant Town Manager, or the Select Board Chair to sign the paperwork associated with such agreement. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to enter into and approve a loan agreement for the new Water Treatment Plant Design with NHDES in the amount of \$500,0000 to the town of Exeter and to authorize the Town Manager, the Assistant Town Manager, or Select Board Chair to sign the paperwork associated with such agreement. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to enter into and approve a loan agreement for the Water Street Stormwater Plan with NHDES in the amount of \$100,000 to the town of Exeter and to authorize the Town Manager, the Assistant Town Manager, or Select Board Chair to sign the paperwork associated with such agreement. Mr. Chartrand seconded. The motion passed 3-0.

8. Regular Business

- a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Belanger moved to approve an abatement for 110/2/81 in the amount of \$66.95 for tax year 2023 and \$61.88 for tax year 2022. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve an abatement for 110/2/83 in the amount of \$88.37 for tax year 2023. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve a Veterans Credit for 80/9 in the amount of \$500 and a Veterans Credit with Disability for 80/9 in the amount of \$2,000 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve Veterans Credits for 84/9, 29/19, 47/8/406, 72/98, and 47/8/3213 in the amount of \$500 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve a Solar Exemption for 84/9 in the amount of \$17,000 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve a Solar Exemption for 60/24/1 in the amount of \$15,000 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve an Elderly Exemption for 29/8 in the amount of \$152,251 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve an Elderly Exemption for 104/79/911 in the amount of \$236,251 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

MOTION: Ms. Belanger moved to approve an Elderly Exemption for 104/79/122 in the amount of \$183,751 for tax year 2024. Mr. Chartrand seconded. The motion passed 3-0.

b. Permits & Approvals

i. Neptune Radio

Parks and Rec Assistant Director David Tovey said we'd like to enter into a contract with Neptune Radio. The main reason is to ensure that we have appropriate lyrics and music. It would give the pool a more professional feel and enhance the experience for everyone. There are custom branded messages we can control, such as notices of thunderstorms. These would have a professional radio voice. There's an opportunity to sell ad space to help us recuperate costs of the service and equipment. After a few years it should allow us to recuperate all of the expenses and then it can help with expenses at the pool. For music licensing, the town does pay for one of the four major music licenses, and Neptune covers one more; we have to purchase two others. We have quotes from them. Without these licenses we don't have the right to play music at town events. This will prevent any sort of litigation. It's a one-year contract. He asked Neptune if they plan to increase their fees, and they told him no. They haven't increased in the last five years.

Mr. Papakonstantis said there was a music establishment in Massachusetts that had to pay a hefty fine for not having these licenses. Mr. Tovey said the licenses would apply to all Departments and town events.

Mr. Chartrand asked how we cover the costs of \$3,351.92. Mr. Tovey said the Rec Revolving Fund.

MOTION: Ms. Belanger moved to authorize Parks and Rec to enter into a one year contract with Neptune Radio for a set-up fee, annual price, and equipment which

includes speakers, amplifiers, speaker wire, and surge protector, as well as 2024 music licenses in the amount of \$3,351.92 to be raised through the Rec Revolving Fund. Mr. Chartrand seconded. The motion passed 3-0.

ii. Dan Healy Pool Naming

Mr. Tovey said we've been working with Natalie Healy to clean up the memorial by the pool, and she asked us to modify the pool name. He was a "Danny", but "Dan" is a good compromise: "Dan Healy Memorial Pool." We have budgeted for a new sign. This would either come from the Rec Revolving or Park Improvement Fund. Mr. Dean said he didn't have the amount.

MOTION: Ms. Belanger moved to authorize the replacement of the sign of the Daniel R Healy memorial, utilizing to be determined funds from the Rec Revolving Fund, modifying the pool's name to the "Dan Healy Memorial Pool," as requested by the Healy family. Mr. Chartrand seconded. The motion passed 3-0.

c. Town Manager's Report

- i. He attended the Police/Fire Substation meeting. Dave Sharples drafted an RFP for an on-site project manager. He will issue the RFP and we expect proposals by May 3.
- ii. He attended a weekly operations meeting April 12.
- iii. He attended the Housing Advisory Committee April 12, where they discussed State legislative updates.
- iv. He attended the Goal Setting Session of the Board on April 13.
- v. He has a meeting with COAST on Wednesday to discuss this year's funding request. They're looking for more money. It will likely come before the Board.
- vi. We've begun resume review for the Welfare/Human Services position.
- vii. Laura Fiorenza is the new HR Assistant.

d. Select Board Committee Reports

- i. Ms. Belanger said the Planning Board was canceled as there were no applicants. She covered the Communications Advisory Committee for Molly Cowan. They reviewed a memo from Bob Glowacky on the Communications Department's progress. They discussed how to use videos on future warrant articles, which was effective with the siphons project and Public Safety building. They discussed the budget process and how to educate about it. They're asking for insight from the Select Board on next steps. At Housing Advisory on April 12, they talked about the logistical issue of workforce housing that requires qualification. We have nothing in place for those qualifications to be "reupped" every year. We will pull together a few people to come to our next meeting. There's a cost to it, so we need to know where it will be absorbed.

- ii. Mr. Chartrand attended the Conservation Commission meeting, but will give his report at the next meeting. He also attended the Select Board goal setting session last Saturday.
- iii. Mr. Papakonstantis said he attended the Tree Committee, where they were continuing to review where they're going to plant new trees. They also talked about the Alewife Festival. Bob Glowacky will be working with them on social media and EXTV. The Arts and Culture Commission met last Wednesday and continued their discussion on the sign in front of Town Hall. They asked questions about using Swasey Parkway this summer, but the siphons will still be there. They will reach out to the Town Manager's office to find a new meeting day as they are having quorum issues. He participated in the Public Safety complex meetings and was impressed with the representation from Police and Fire and other town staff. It's exciting to see them come together for this common goal. The Select Board goal setting session was very productive. We're starting budget talks this Wednesday. He thanked Public Safety and DPW for their response during the storm.

e. Correspondence

- i. An email regarding food trucks from Anne Kenny.
- ii. An annual report from the Exeter Sportsman's Club

9. Review Board Calendar

- a. The next Select Board meetings are April 29, May 13, Tuesday May 28, June 10, June 24, and July 8.

10. Non-Public Session

MOTION: Ms. Belanger moved to enter into non-public session under RSA 91-A 3II (a) and (c). Mr. Chartrand seconded. In a roll-call vote, the motion passed 3-0. The meeting entered non-public at 9:14 PM.

11. Adjournment. The Board emerged from non-public session. Mr. Chartrand moved to seal the minutes until all matters are resolved. Ms. Belanger seconded. Motion to seal carried. Ms. Belanger moved to adjourn. Mr. Chartrand seconded. Motion carried unanimously the Board stood adjourned at 9:33 pm.

Respectfully Submitted,
Joanna Bartell
Recording Secretary

Appointments

Appointments
April 29th, 2024

COAST Board of Directors

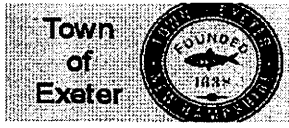
David Tovey

Resignations

Resignations
April 29th, 2024

Arts & Culture Commission

Todd Hearon



Pam McElroy <pmcelroy@exeternh.gov>

Fwd: Arts & Culture Commission

2 messages

Marissa Vitolo <vitolomarissa@gmail.com>

Sat, Apr 20, 2024 at 3:03 PM

To: Russell Dean <rdean@exeternh.gov>, Niko Papakonstantis <npapakonstantis@exeternh.gov>, Pam McElroy <pmcelroy@exeternh.gov>

Hi,
Todd Hearon has withdrawn his membership. I believe Bruce is an alternate, do we need to vote to have Bruce take Todd's place? Or, is there another procedure we should follow to replace Todd's seat.
Thank you!!

Marissa Vitolo

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

From: **Todd Hearon** <toddhearon@yahoo.com>
Date: Sat, Apr 20, 2024, 11:09 AM
Subject: Arts & Culture Commission
To: Marissa Vitolo <vitolomarissa@gmail.com>

Hi, Marissa. I'm writing to withdraw my membership from the Exeter Arts and Culture Commission. As you know, I've not been able to make our monthly meetings for a while, due to medical appointments with our child, and these, combined with Tuesday/Wednesday-evening dorm responsibilities, continue to get in the way of my involvement. I think it's best that I step down at this time, with gratitude for all that you and the others continue to do for our town.

Thanks for understanding.

All best,
Todd

Niko Papakonstantis <npapakonstantis@exeternh.gov>

Sun, Apr 21, 2024 at 1:38 PM

To: Marissa Vitolo <vitolomarissa@gmail.com>

Cc: Pam McElroy <pmcelroy@exeternh.gov>, Russell Dean <rdean@exeternh.gov>

Hi Marissa,

At the next meeting, a committee member can make a motion to appoint Bruce a voting member. Once the motion has a second, you can take a vote.

In the interim, the SB will accept Todd's resignation at our 4/29 meeting.

Thank you,

Niko
[Quoted text hidden]

Discussion/Action Items

Siphons Project Update



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: Exeter Select Board
Russell Dean, Town Manager

FROM: Stephen Cronin, Public Works Director

DATE: April 26, 2024

RE: Sewer Siphons Project Update

On Wednesday, April 17th, Public Works staff, our consultants from Wright-Pierce, and the project contractor, N. Granese & Sons, met onsite to discuss plans and impacts for the next directional drill attempt on the sewer siphons project.

To better understand the ledge profile for the next drill attempt, N. Granese & Sons will be performing an exploratory probe beginning Monday, April 29th. This work is expected to take 4-6 days to complete and will help determine the location, depth, alignment, and equipment required for the next drilling operation. The next horizontal directional drill attempt is expected to begin sometime during the week of May 6th; however, the exact start date is dependent upon the results of the probe. The location and alignment of the next drill attempt may have additional property impacts on both sides of the river. Our consultants are working to determine the limits of those impacts and will engage directly with Exeter Mills, the Swazey Parkway Trustees, and the Exeter Housing Authority to coordinate access and document site restoration obligations.

As requested by the Board, the Town Manager's Office and the Public Works Department will be scheduling meetings with Exeter Mill and Exeter Housing Authority to provide an update on the next phase of the project and address their questions and concerns. An updated project schedule will be provided to the Board upon completion of the drill probe operation.

Rugg Property Update

Single Use Plastics Implementation Update

**TOWN OF EXETER
PLANNING DEPARTMENT MEMORANDUM**

Date: April 18, 2024
To: Russ Dean, Town Manager
From: Kristen Murphy, Conservation & Sustainability Planner
Subject: Single Use Plastics Implementation Update

Upon request, the following is an update on the status of the Town Ordinance regarding the Distribution of Single Use Plastics on Town Property. Adopted ordinance language is attached for reference. If time permits, I would like an opportunity to discuss this plan with the Select Board at their April 29th meeting and seek support for the creation of an ad-hoc committee as described below. I also propose a pilot program and funding source for purchasing aluminum bottled water for department use and seek input on this approach.

As you are aware, legal counsel expressed concerns with the ordinance language as adopted. It was recommended the Select Board consider creation of an ad-hoc committee aimed at developing an Implementation Plan. They recommended this ad-hoc committee include Parks and Recreation as well as members of the Sustainability Advisory Committee. Given logistics of implementation, I think it would also be beneficial to have myself and the Health Department present at these discussions.

Though work remains to fully implement this program, the good news is, Town staff have been making changes throughout their departments in order to comply with this ordinance. I am pleased to share the following updates:

- Staff events such as the holiday lunch have switched from providing plastic bottles of soda and water to the use of aluminum cans and relying on the water dispenser. We will also soon be purchasing compostable utensils and paper or compostable cups for the watercooler once the existing stock is depleted.
- Parks and Recreation installed water bottle refill stations at Townhouse Common, Brickyard Park and the Rec Park. Parks also provided reusable water bottles to kids in the rec camp program.
- I have collected utility bills for the Rec Park water refill station and despite regular use by camps, costs were minimal. During the Rec Park's two billing quarters (Mar-May and June-Aug), bills indicate a daily average usage of 2 gallons/week and 3 gallons/week respectively, resulting in \$1.30 and \$2.33 total for the two cycles. In both cases, the remainder of the bill is \$43 cost for the meter. I will continue to collect billing information so it is available to inform considerations for future refill stations, such as the one desired for Swasey Parkway.
- Parks and Recreation explored the use of a drink fountain machine, but unfortunately given their use levels, Pepsi would not support the program. They have however been purchasing aluminum canned water when it is available locally. Parks was also able to find a vendor for the summer months.

- Exeter Library did attempt to replace their bottled water used in adult, teen and kids programming with pitchers but attendees expressed concerns over germs so they have reverted back to using plastic bottles.

In addition to the recommendation on establishing an ad-hoc committee, I believe we could overcome the largest challenge departments are facing, the replacement of plastic water bottles with aluminum bottled water, through a 1-year pilot program. I envision this could entail purchasing at least two pallets of Open Water (\$2,851.20 for 2880 units) and providing it to departments upon demand, while tracking and accounting for the use.

One potential funding source to consider for this purchase is proceeds from the Hydroelectric Net Metering program. As you know the Town has enrolled in the Hydroelectric Net Metering program which realized \$11,982 in unanticipated revenue to the Town in 2023. I suggest some of this funding could support a 1-year pilot program, after which town departments would have a better understanding of the quantity needed to inform their future budget request.

I believe those 2 steps (ad-hoc committee and water purchase) will allow us to make great strides toward full ordinance implementation as envisioned by the voters.

I would also like to share new data on microplastics published in the Jan 2024 Proceedings of the National Academy of Sciences. A peer review study concluded on average, 1 liter of plastic bottled water contained 240,000 pieces of micro- and nano-plastics. This is a dramatic increase in the amount previously documented. This information is timely and emphasizes an important and positive role we can play to protect the health of our residents attending Town-promoted events.

DISTRIBUTION OF SINGLE-USE PLASTIC BAGS, FOOD SERVICE PRODUCTS, AND POLYSTYRENE FOOD CONTAINERS ON TOWN PROPERTY

24.00 PURPOSE:

The Town of Exeter recognizes that limiting the distribution and subsequent disposal of single-use plastics through reduction is necessary to protect human health, to preserve the natural environment, and to promote sustainable and ethical practices regarding material waste.

24.01 DEFINITIONS

For the purpose of this Section, the following definitions apply:

2401.01 *Distribution:* The act of selling, providing or supplying products for use by customers or intended recipients at a point of sale, gathering, event, or activity.

2401.02 *Human Service Organization:* An organization focused on providing services to people in order to help them stabilize their lives and find self-sufficiency through guidance, counseling, treatment, and/or the provision of basic needs

2401.03 *Reusable Bag:* a bag specifically designed for re-use, capable of being used one hundred and sixty (160) times and has stitched or woven handles. Reusable Bags include woven reusable plastic bags.

2401.04 *Single-Use Compostable Food Service Products:* a bag, bottle, food container, cup, utensil, straw or other similar food service product that is composed of one hundred percent (100%) Polylactic Acid (typically derived from plant-based starch such as corn) and provided by a vendor to a customer for the purpose of transporting or consuming food.

2401.05 *Single-Use Plastic Bag:* a bag that is made predominantly of polyethylene plastic derived from petroleum and provided at the check stand, cash register, point of sale or other point of departure for the purpose of transporting food or other goods. Trash bags used for disposing of waste are excluded.

2401.06 *Single-Use Plastic Food Service Products:* a bottle, food container, cup, utensil, straw or other similar food service product that is made predominantly of polyethylene plastic derived from either petroleum or natural gas, and provided by a vendor to a customer for the purpose of transporting or consuming food.

2401.07 *Single-Use Polystyrene Container:* a container or cup composed of synthetic aromatic hydrocarbon polymers that is made from the monomer styrene (often called Styrofoam) and provided by a vendor to a customer for the purposes of transporting food.

24.02 DISTRIBUTION OF SINGLE USE PLASTICS ON TOWN PROPERTY

No person shall distribute a prohibited single use disposable item at any town facility, town property, town-managed or sponsored event, or activity authorized through special permits issued under the authority of the Town of Exeter Select Board unless otherwise allowed under EXCEPTIONS 24.03.

Prohibited Single Use Disposables:

1. Single-Use Plastic Bags.
2. Single-Use Plastic Food Service Products.
3. Single-Use Polystyrene Containers.

24.03 PRODUCT EXCEPTIONS:

1. Reusable Bags
2. Single-Use Compostable Food Service Products
3. Packaging materials required for food safety reasons added at the site of the business or a processing facility. Examples: wrapping around meats, seafood, lettuce mix or other perishable products.
4. Products where alternatives to prohibited items do not exist, until an alternative is identified.

24.04 ORGANIZATIONAL EXCEPTIONS:

1. All town departments/vendors may distribute their remaining inventory through December 31, 2023
2. Items used by emergency responders or human service non-profit organizations.
3. Prohibited Single Use Containers brought by staff/customers themselves
4. Exeter Parks and Recreation Department will work with the Sustainability Committee to develop a transition plan, implementing acceptable alternatives as they are identified with an objective of meeting financial and sustainability goals.

24.05 OVERSIGHT AND ENFORCEMENT

Subject to the exceptions above, the following shall apply:

1. Reports of non-compliance with this ordinance will be directed to the Conservation and Sustainability Planner who will work with the permittee/Town Department to find replacement products.
2. If reasonable replacements have been identified but infractions continue, the Town considers this a violation of this ordinance, and written warning will be issued. Town Departments will meet with the Town Manager and Conservation and Sustainability Planner to seek alternative solutions to achieve compliance with this ordinance.
3. Upon a second or subsequent infraction of this ordinance, the Town interprets this as a direct violation of the vendor permit and cause for refusal to approve use permit.

Gilman Park Management Plan

**TOWN OF EXETER
PLANNING DEPARTMENT MEMORANDUM**

Date: April 22, 2024
To: Russ Dean, Town Manager
From: Kristen Murphy, Conservation & Sustainability Planner
Greg Bisson, Parks and Recreation Director
Subject: Gilman Park Management Plan

Several years ago, we updated the Gilman Park management plan as is required by the Town-Southeast Land Trust Conservation easement terms and conditions. The final step of approving the plan however was never implemented.

Greg Bisson and I have recently reviewed the plan and concur it accurately reflects Parks and Rec's management plan for the site, Southeast Land Trust has confirmed the document as drafted meets deed requirements.

I am requesting time at an upcoming Select Board agenda to seek approval and execution of this management as the final step to implementation.



**Management Plan
For GILMAN PARK
Exeter, NH
April 22, 2024**

BACKGROUND:

Gilman Park was created in July of 1892 when Daniel Gilman deeded a 14.05 acre portion of his farmland along the Exeter and Little Rivers to a group of Trustees *"for the use and enjoyment of said town of Exeter as a public park forever upon the conditions following, to wit that said town shall keep said park at all times fenced sufficiently to prevent the entrance of cattle, that said land shall always be used as a public park, and should it ever cease to be used as such it shall at once revert to the donor or to his heirs at law"* (See NH Registry Book 528, Page 453).

This group of Gilman Park Trustees and their successors (herein referred to as the "Trustees") oversaw the land as a unique privately owned park with a committed public interest. Through an agreement between the Trustees and the Exeter Parks and Recreation Department, the Parks and Recreation Department oversaw day to day management of the park within the restrictions set by the Trustees. During the summer of 2007, a committee was assembled to develop a management plan for Gilman Park.

This committee included the following members:

Gilman Park Trustees - Joanna Pellerin, Peter Smith, Harry Thayer, Martha Pennell
Exeter Director of Parks and Recreation - Mike Favreau
Exeter Conservation Commission - Don Clement
Exeter Board of Selectmen - Bill Campbell

While this arrangement worked very well for both parties for many decades, the Trustees were challenged with difficulties associated with the park being privately owned yet committed to public uses. Issues that would have been unforeseen in Daniel Gilman's time such as liability insurance have forced the Trustees to seek a transfer of ownership to the Town. The Trustees gave great thought to ways the ownership may change while still ensuring the Gilman's wishes were protected into the future. In 2012, this was accomplished when the Trustees deeded a conservation easement to Southeast Land Trust of New Hampshire (SELT). The document can be located at NH Registry Book 5360, Page 0023 and is incorporated here by reference. Ownership of the land was granted through Warranty Deed to the Town of Exeter subject to the conditions in the Conservation Easement. The Warranty Deed is recorded at NH Registry Book 5360, Page 0046 and is incorporated by reference,

The Conservation Easement for this land further refined the requirements of the 2007 Management Plan. This document is serves as an update to the 2007 Management Plan, revised in accordance with **Condition 3: Management Planning and Activities.**

PURPOSE:

The purpose of this management plan is in direct correlation to the terms of the conservation easement:

- A. The assurance that the Property will be retained forever as open space for a public park, as important shoreline along the Exeter and Little Rivers, and as important wetlands, wildlife habitat, and forestland; and
- B. The preservation of the water quality of the surface water on or adjacent to the Property, more

particularly the Exeter and Little Rivers, on which the Property has 1,920 feet of frontage, and the prevention of any uses of the Property which would be detrimental to drainage, flood control, water conservation, and erosion control; and

- C. The protection of the Property for non-commercial outdoor recreation by the general public compatible with these Purposes and for the education of the general public; and
- D. The protection of the quality of ground water and surface water resources on and under the Property as potential future public water supplies, as defined by RSA 485:1-a, XV, as it may be amended from time to time; and
- E. The conservation of forestland on the Property to assure the sustained, natural capacity of the Property and its soils to support healthy forest growth, and to allow but not require, forest management that assures a continuing renewable and long-term source of forest products, maintains a healthy and biologically diverse forest that supports a range of native flora and fauna, and limits adverse ecological impacts, particularly in the riparian area: and
- F. The scenic enjoyment of the Property by the public traveling along the Property's 700+ feet of frontage along Bell Avenue and along the one thousand nine hundred twenty (1,920) feet of frontage along the Exeter and Little Rivers; and
- G. The prevention of any uses of the Property that will significantly impair or interfere with the Purposes of the Property, described above.

VISION:

Gilman Park ownership will be managed by the Town of Exeter as a natural open space with minimal modifications to provide a variety of outdoor recreation opportunities, consistent with the goals and objectives of this plan and sensitive to the natural resource features found here, in accordance with restrictions defined in the conservation easement.

GOALS AND OBJECTIVES:

- Provide a multi-use, free-access park for all Exeter residents
- Assure continued access via Bell Ave and to Gilman Street via a foot bridge
- Retain a walking trail network as it currently exists
- Provide canoe, kayak and other appropriate sized boating access to the Exeter River
- Limit organized recreation activities to the extent currently in place so that lighted play areas and additional forest clearing do not occur
- Provide a dog-friendly park, to be distinguished from a “dog park” however in compliance with restrictions on use in the conservation easement (term 2L).
- Avoid unnecessary projects that will negatively impact water quality
- Utilize options that will protect water quality during relevant site management activities
- Protect and manage the remaining forest cover

- Choose native trees and shrubs in landscaping work

NATURAL FEATURES

Gilman Park is 14.05 acres of managed and natural land along the confluence of the Exeter and Little Rivers. The property has 1,031 feet of frontage on the Little River, 924 of frontage on the Exeter River and 721 feet of road frontage on the access road extending from Bell Avenue. Approximately two-thirds of the property is a mix of natural forest, floodplain and forested wetland, while the remaining area continues to be used as a recreational park for the community, since its original donation in 1892.

The woodland southeast of the access road from Bell Avenue is generally undeveloped mixed age forest. The only trail access through this forest is along the northern edge close to the Exeter River. This trail links up with a footpath through the abutting property which is owned by Phillips Exeter Academy. Approximately 50% of this forest is growing on wetland soils. Overall the woodland contains a mix of hemlock and white pine, red maple, red oak and numerous other deciduous tree species. This section also includes occurrences of two unique species, black gum and swamp white oak.

The wooded areas to the northwest are primarily an older aged forest with considerable human influence. The trees here are, for the most part a century old now, no doubt the result of fencing out Daniel Gilman's cattle in the 1890's. The majority of the trail network is located in this forest section with a footbridge across the Little River providing access to land owned by Philips Exeter Academy at site formerly known as Gilman Lane. In addition to woodland, a large portion of the land northwest of the access road includes cleared areas to support developed recreation such as athletic fields, parking and the sewer easement as detailed below.

DEVELOPED AREAS

The developed portion of the property is predominantly located northwest of the access road with the exception of the Gilman pump station. The 2012 Baseline Documentation Report provides thorough documentation of the developed areas of the park. They include a gravel parking lot and access road, a t-ball field, boat launch, lawn with benches and barbecue grill, historic cannon monument, and municipal well house. The specific details on the size of structures are incorporated from that document here by reference. A copy of the Annotated Survey Plan from that report is included in Attachment B. Specific management recommendations related to the developed areas are detailed under Property Management.

PROPERTY MANAGEMENT:

Turf Management – The T-Ball and grass fields, referred to as “Area A” in the conservation easement and Plan (Attachment A), are maintained regularly by Exeter Parks and Recreation. Uses within “Area A” are limited to those defined within the conservation easement reserved rights section 5A. This area may not be expanded, no permanent structures beyond what is documented within the baseline document are permitted, no lighting except that required for public safety may be installed and uses within here must be undertaken to prevent degradation of topsoil or impact to water quality. These fields fall within the New Hampshire State and Exeter's local Shoreland Protection zones. Minimization of potential surface water runoff from application of fertilizer, other lawn chemicals and herbicides are considered in

the management of these areas. Exeter Parks and Recreation Department limits fertilizer use to organic lawn fertilizer applied no more than three times per year in accordance with local regulations. Turf management is undertaken to prioritize the minimum amount of nutrients necessary to maintain safe and functional fields with consideration of ensuring functional soil and grass systems and protection of water quality.

Ground settling and decades of use within Area A has resulted in an uneven surface with pockets that do not drain properly. As with all turf areas, maintenance of the site will eventually require re-grading to level the fields and re-seeding of the lawn areas. This maintenance and repair is considered an allowable activity under the Reserved Rights 5.A, provided the work is in accordance with Conditions A.i- A.v.

Forest Management – Given its uniqueness, small size, and presence of wetlands, the forested area southeast of the access road will be managed with a goal to allow this stand to mature to into an "old growth"/unmanaged forest. The exception to this is the portion along the footpath that leads to lands owned by Phillips Exeter Academy. Timber management in this area will be limited to hazard tree removal. The forested stand northwest of the access road will be limited to hazard tree removal. Hazard trees are classified as trees that pose an immediate threat to people and property. On an annual basis the condition of trees along the developed areas and trails will be inspected. Should any trees pose a human safety hazard, they will be photo documented, felled and either removed or left in the nearby woodland to decay naturally. At this time, there is no plan for timber management within this stand. Should timber management beyond hazard tree removal be desired in the future, it will occur in accordance with a forest management plan approved by Southeast Land Trust in accordance with Conservation Easement condition 3.C.

Walking Trails - The trail system through Gilman Park and its connections to trails on abutting lands make this a desirable place for walkers. There is a short loop through the more developed north-western section of Gilman Park along the Little River and a short connector trail through the south eastern woodland near the river which connects to a trail on land owned by Phillips Exeter Academy just south of the park. The park is well serviced by this network, and no additional trails are currently planned. Management of walking trails will entail maintenance of the trail surface, pruning of overhanging woody material and inspection for neighboring hazard trees or dangerous limbs. Should additional trails be desired, new trail construction must be reviewed and approved by Southeast Land Trust as indicated in the Reserved Rights section of the easement under term 5C.

Gilman Street Access – In 2016, Gilman Street was officially released as a town road through Town Meeting approval, and granted to Phillips Exeter Academy. Access to Gilman Park via Gilman Street is however retained via a footbridge that replaced the original carriage bridge. This access point to the park is desirable because it provides connectivity to the densely settled community center and it links nicely with Phillips Exeter Academy trail networks on the east side of the Exeter River. The town reserves the right to maintain, repair and replace the footbridge as necessary to meet public safety standards.

Road Maintenance - Access into Gilman Park occurs via a gravel roadway that connects to Bell Avenue. The Town will continue to maintain this access road as needed by the Public Works Department including grading and raking as needed.

Play Structure Area (former Basketball Court) Open Sided Pavilion A portion of Area A previously included a basketball court as shown on Attachment A. Due to underutilization, the basketball court surface was removed. In accordance with Reserved Rights item B, the Town applied to construct a pavilion within Area A adjacent to the location of the former basketball court. The Town received approval for pavilion construction from SELT on July 27th, 2019 and completed construction in the fall of 2020. The Town plans to replace the play structure/swing set as afforded for in Reserved Right H (relocation of swing set) with the remaining areas to be open lawn.

The pavilion is an open sided, roofed structure with a 28' x 24' footprint. Though there may be an interest in the future to install a utility room and restrooms, the pavilion was constructed as simply a covered open-sided structure. We anticipate this facility would provide for picnics, family reunions, and activities of the like.

General Landscaping - Additional landscaping may be considered to enhance the park's appearance. A mix of native, deciduous plants adaptable to relatively wet conditions are recommended. The Trustees recommended several species of trees such as black gum (*Nyssa sylvatica*), red maple "October Glory" (*Acer rubrum*), river birch (*Betula nigra*) and possibly new varieties of American elm (*Ulmus americana* - Note: choose only from these varieties - Valley Forge, Princeton or New Harmony). Other species that would do well here but are not readily available from nurseries are yellow birch (*Betula alleghaniensis*) and swamp white oak (*Quercus bicolor*) and white ash (*Fraxinus Americana*). Invasive plant removal may occur as needed to preserve the natural vegetation on the property with an emphasis on utilizing the least impactful alternative and protection of the natural environment. Chemical treatment will only occur in accordance with state and federal water quality, herbicide and pesticide regulations and permits.

As part of the management and maintenance of the area, the Town may consider removal of the current wooden fence and either replacement in kind, or elect to use a more natural method of boundary demarcating such as the installation of trees and boulders to enclose the green space associated with "Area A".

Community Garden – In 2018, the Town met with Southeast Land Trust and the remaining members of the former Trustees to discuss the possibility of a community garden northwest of Area A in the general location of the now-removed swing set. The Trustees were unanimously supportive of this concept and felt the use was in compliance with the intent of the Gilman Trust. The proposal was approved by the SELT stewardship management team and Board of Directors and was submitted by SELT to the Attorney General for review. The Town was informed that Terry Knowles, Assistant Director of the Charitable Trusts Unit, informed SELT the request was denied as the AG's office did not believe the community garden was consistent with the intent of the Gilman family and the 2012 court order of use of the land as a public park. It was their determination that leasing out sections of the park for individual use as a garden bed would be taking a part of the park away from the public.

Municipal Well and Pump House - One of Exeter's public wells are located in Gilman Park near the entrance from Bell Avenue. In 2014-2015, the Town reactivated the existing well onsite, upgraded the building by adding vinyl siding and a metal roof and added new raw water transmission lines thru the

parkway (Attachment C). The Town will continue to use and maintain these facilities as necessary to ensure an operational community public water system in accordance with state and federal regulations.

Recreational Uses: Use of Gilman Park is ultimately limited by the terms and conditions of the Conservation Easement (Book 5360, Page 0023). In general the following uses are considered acceptable uses on site:

- picnicking
- walking, wildlife viewing, snowshoeing, and other non-motorized passive recreation on trails and open areas
- on-leash dog-walking, provided owners leash and clean-up after their pets
- fishing
- canoe, kayak and other appropriate sized boating access to the Exeter River
- organized recreation activities such as soccer, t-ball, kids day camps, etc. within existing cleared areas

Miscellaneous Infrastructure and Activities - In accordance with the Reserved Rights section of the conservation easement, the Town retains the right to maintain, repair and replace in kind the cannon monument, culverts, benches, picnic tables, barbecue grills, storage shed, gates, and public boat launch. In addition the Town retains the right to replace the former swing-set to a location to be determined within Area A.

PROPERTY MANAGEMENT SCHEDULE

As indicated above, the following consolidates the anticipated maintenance schedule for items addressed above:

Activity	Anticipated Schedule
Turf Management	Fertilizer application limited to no more than 3x/year, mowing as needed through the growing season, re-grading/leveling/re-seeding of any settled areas as needed for safety (anticipated every 5+ years)
Forest Management	Annual inspection along trails for hazard trees, hazard tree removal as necessary for safety.
Walking Trails	Maintenance of the trail surface, pruning of overhanging woody material and inspection for neighboring hazard trees or dangerous limbs ongoing, as needed with emphasis on the growing season
Gilman Street Access Footbridge	Maintain, repair, replace as needed
Road Maintenance	Annual grading or raking as needed
Basketball/Pavilion	Daily cleaning of facilities, maintenance, repair, replacement of existing structures as needed
General Landscaping	Supplemental planting, pruning, invasive plant removal ongoing, as needed. Fence repair as needed or replacement with natural boulders or trees
Municipal Well and Pumphouse	Ongoing, as needed

Water Quality Protection: In accordance with the goals and objectives of this property, the Town will ensure activities undertaken will emphasize the protection of water quality during relevant site management activities. This includes adopting management policies such as restricting fertilizer use to organic products, utilizing the least impactful alternative for invasive control deferring to chemical means only when other options have proved unsuccessful, enforcement of pet waste removal, and limiting property use and ground disturbance to the locations and manner described herein.

Any additional activities not foreseen at this time must conform to the restrictions and procedures defined in the conservation easement, including the potential need to update this management plan, and obtain any outside permits.

This management plan will be reviewed every 10 years and revised in accordance with applicable requirements.

Approvals:

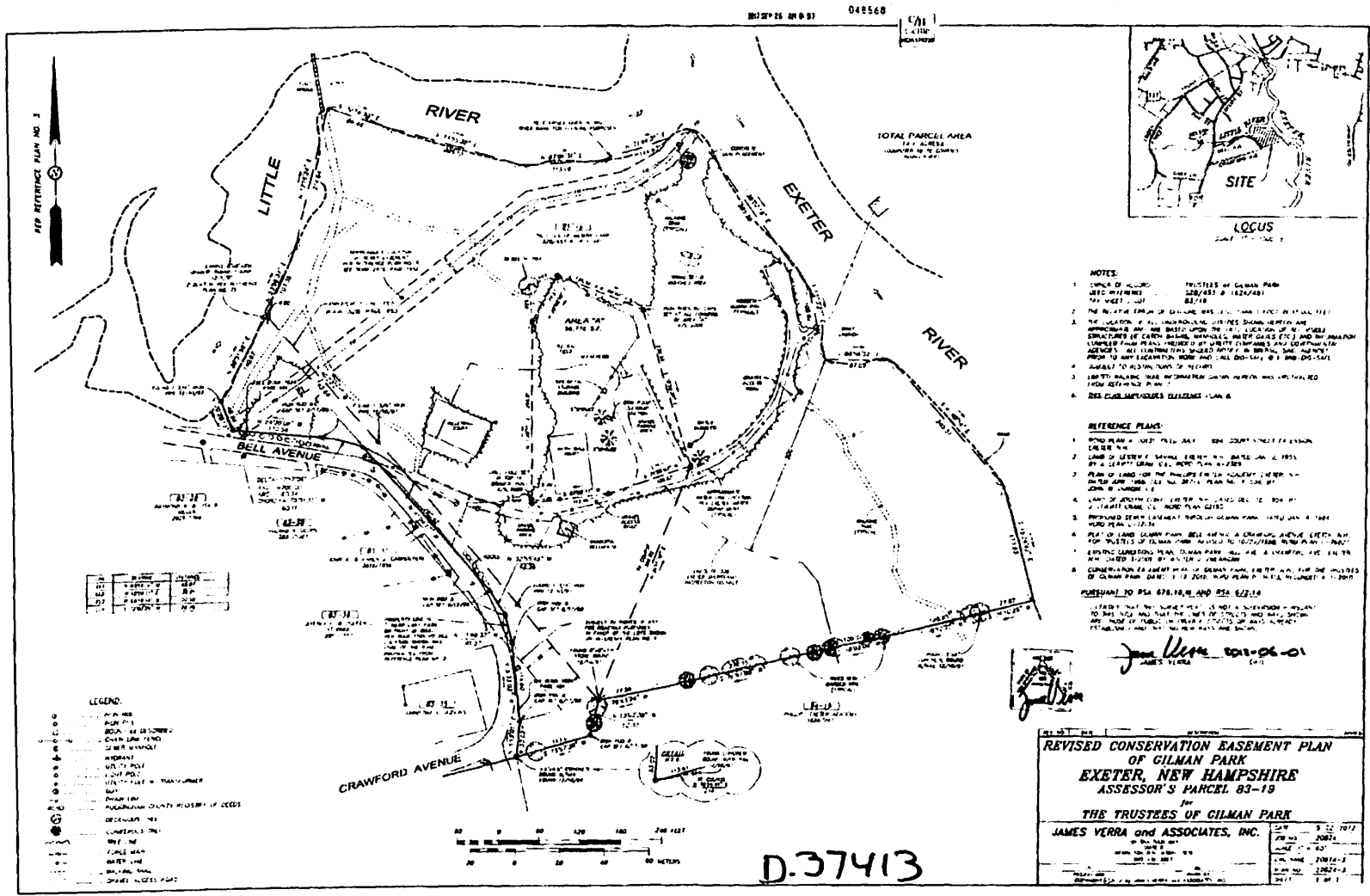
Greg Bisson / DATE
Exeter Parks and Recreation Director

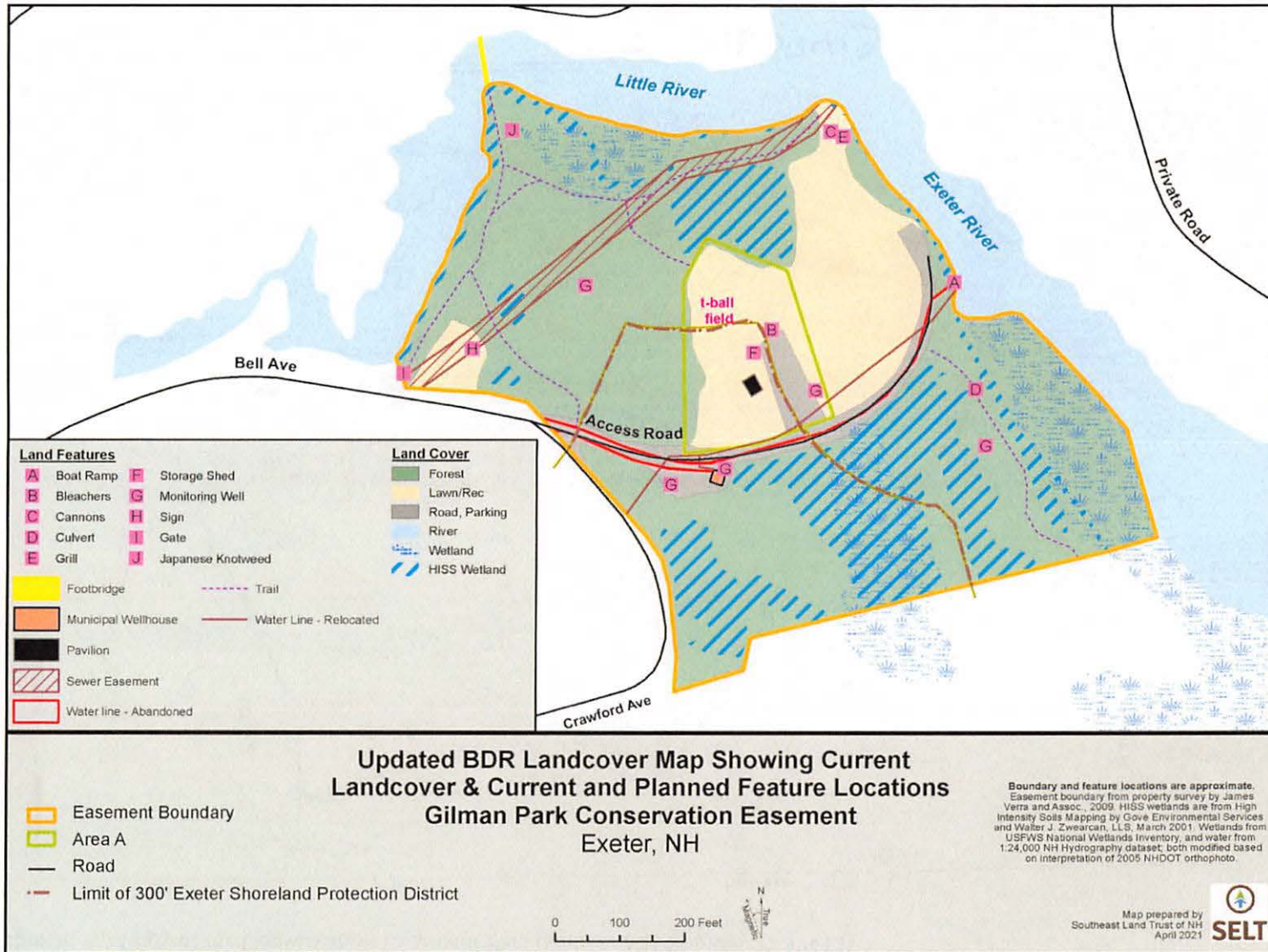
Russell Dean / DATE
Town Manager

Niko Papakonstantis / DATE
Chair, Select Board

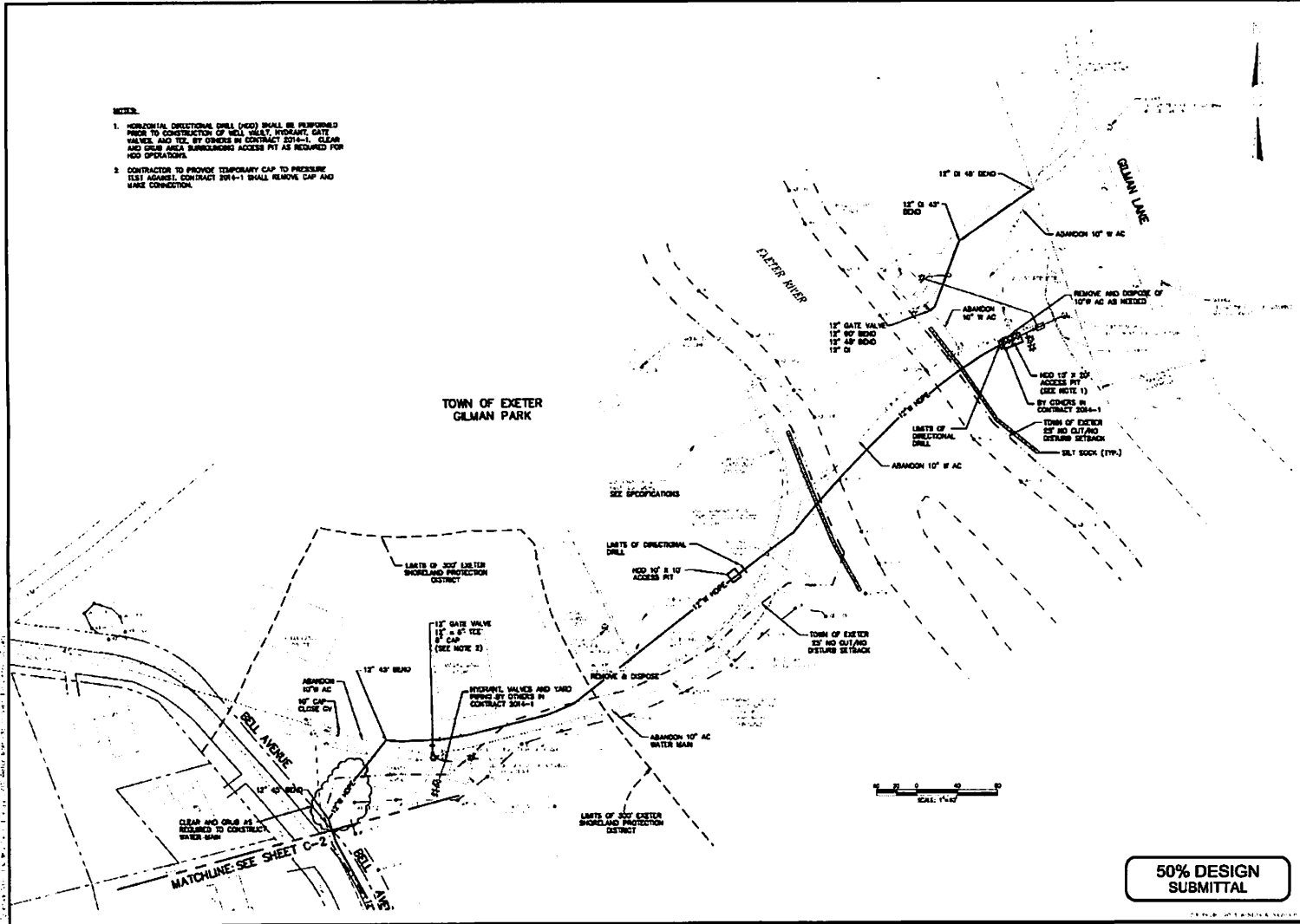
Deb Goard / DATE
SELT Stewardship Director

Attachment A. Copy of the Conservation Easement Plan (source: NH Registry D-37413)





Attachment C. Water Main Improvement Plan



Western Engineering
 1000 North Main Street, Exeter, NH 03042
 Tel: 603-437-2842 Fax: 603-437-2843
 www.westerneng.com

PROJECT INFORMATION:

PROJECT NO.	2014-2
DATE	2014
SCALE	1"=40'

TOWN OF EXETER, GILMAN PARK

WATER MAIN IMPROVEMENTS

GILMAN PARK

50% DESIGN SUBMITTAL

C-1

SHEET 3 of 7

COAST Bus Service Update – Rad Nichols, COAST



August 24, 2023

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

Dear Mr. Dean,

At COAST we are keenly focused on four goals currently. First, rebuilding our workforce and removing temporary service suspensions. Second, rebuilding ridership on our system as we come out of the pandemic. Third, planning for and constructing a new facility for our next 40+ years. Fourth, sustaining and growing the newly formed statewide public transportation coalition we helped build this year, to encourage greater investment in community-based, public transportation operations, like what we provide at COAST, by the State of New Hampshire.

We are targeting, based on our draft FY24 Operating Budget, to get much closer to full staffing levels by this fall. This will allow us to remove nearly all temporary service suspensions and encourage ridership to continue to rebuild.

Based on our latest five-year plan projections, and the board vote on municipal contribution levels at their January 2023 meeting, we asked communities and partners in FY24 to increase their contributions by 12%. The percentage will vary by community based on our municipal funding formula. Inflation, the ongoing CDL operator shortage, and energy price spikes due to the war in Ukraine are having notable impacts on the cost of our operation.

The funds contributed to COAST by the municipalities served by our redesigned system (Rtes. 1, 6, 12, 13, 14, 33, 34, 40, 41, 42, 43, 44, 100, ADA and 7 On Demand) are critical to matching and leveraging well over \$3,500,000 in federal funds to support our regional public transit system. Municipal and state funding is critical for us to sustain our operations, particularly as emergency COVID relief funds granted to COAST will be fully expended by late FY24.

COAST is asking for a financial commitment from the Town of Exeter in the amount of \$25,760 in support of COAST Route 7 On Demand operating in the Town. This represents a \$2,760 (or 12%)

increase from our previous year's request, which the Town partially funded. The Town's funding will help leverage over \$38,000 in Federal Transit Administration funding for Exeter.

Without the continued support of communities like yours, we would not be able to provide essential public transit services to your residents and the greater Seacoast.

If you should have any questions, need more information, or if you would like me to make a presentation on our services and request, please do not hesitate to contact me. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rad Nichols". The signature is stylized with a large initial "R" and a long, sweeping underline.

Rad Nichols
Executive Director

cc: Kristin Murphy, Exeter Representative to the COAST Board of Directors



TOWN OF EXETER, NEW HAMPSHIRE
HUMAN SERVICES
FY 2024

Organization's Name: Cooperative Alliance for Seacoast Transportation Year Founded: 1981
Address: 42 Sumer Drive, Dover, NH 03820
Executive Director/ Board Chair: Rad Nichols / Dennis Shanahan Tax ID Number: 02-0362579
Applicant Contact: Rad Nichols Email: rnichols@coastbus.org
Address: 42 Sumner Drive, Dover, NH 03820 Phone: 603.516.0782

Organization's Mission Statement:

COAST champions and provides customer-focused public transportation with a commitment to excellence in safety and service.

Statement of Grant Purpose; e.g. This grant will be used...:

COAST provides advanced reservation demand-based public transportation services (M, W, T, Sat., 9:30a-5p) to the general public in Exeter, and connecting to Stratham and Newmarket.

% of overall services that goes to Exeter residents: approx. 1.0%
of Exeter residents served: approx. 650

List all geographic area(s) served by organization: Exeter, Stratham (limited), Newmarket, Dover, Farmington, Rochester, Somersworth, Berwick, Newington, Portsmouth, Kittery, Eliot, S. Berwick

Brief Detailed description of how the money will be specifically utilized for Exeter residents:

Exeter funds will be specifically utilized to provide and support the provision of advanced reservation, demand-based public transportation services within 3/4-mile of designated stops, and connecting the communities of Exeter, Newmarket and Stratham (limited to around the Market Basket stop in Stratham).

Amount received from the Town of Exeter (by year) for the last 3 (three) years:

2021 - \$20,000 2022- \$20,000 2023 - \$20,000

Total Municipal Contributions in 2023: \$1,542,555

List each town that contributes and the amount received: see attached

Organization's total projected budget for FY 2024: \$ 7,579,662 Amount Requested: \$ 25,760

Additional Information Required:

Please supply the following items for a complete application to be considered:

- Provide a narrative, not to exceed two pages in size 12 font
 - Organization's overview
 - Program's impact on Exeter residents
 - Program changes and/ or highlights from the past year

- Complete financial statements (Please note: the organization's 990 may be requested)
 - Operating budget
 - Balance sheet

- Board of Directors List

- 2023 Funding recipients must submit an Annual Report prior to consideration of 2024 application

I certify to the best of my knowledge that the information in this proposal reflects accurate data concerning need and estimates of planned/delivered services. The proposal was considered and approved for submission by the agency Board of Directors on January 25, 2023 (date).

By signing this application the undersigned offers and agrees, if the proposal is accepted, to furnish items or services that is quoted. This agreement is subject to final negotiation and acceptance by the Select Board and the Budget Review Committee and subsequent contract award.

Director's (or Designee) Signature:  Date: August 24, 2023

Submit no later than September 1, 2023:

Town of Exeter
Town Manager
10 Front Street
Exeter, NH 03833



Municipal Funding Formula Summary (2024)

After transitioning to a newly redesigned system in June 2020, it was time to reassess our municipal funding formula (MFF) and which services are included in those calculations.

Formerly the formula included four separate factors for COAST's regional services (Routes 1, 2, 6, 7 On Demand and ADA). It did not include Routes 33, 40, 41, 100, 101, 103, any seasonal parking shuttle services offered in Portsmouth, Portsmouth Senior Transportation Services, or any ACT-related services in the formula. In other words, over time it had excluded almost as much of COAST's operations as it included.

Current Formula

Starting with the FY21 formula, all fixed-route and associated ADA paratransit services were included in the MFF. Services not included in the formula include any of COAST's non-ADA-based demand response services, such as Route 7 On Demand or contract services, such as the seasonal Portsmouth Parking Shuttle, Portsmouth Senior Transportation, or any ACT-related services.

With this change the MFF once again includes all fixed-route services operated by COAST, local and regional, and all associated ADA paratransit services that complement those fixed-routes. This offers a clean and simple approach to which services are considered part of COAST's regional public transit system, funded in part through a mutually accepted and approved MFF. The goal being a MFF that provides an equitable way of determining municipal funding of the regional public transit system.

Factors

We use a blended rolling three-year average, by community, of the four separate factors, which measure the supply and demand of our services in the member communities. For prior years, the statistics for the services now included will be added in as appropriate.

- 1) Weekly demand response (DR) service miles
- 2) DR ridership
- 3) Weekly fixed-route (FR) service miles
- 4) FR ridership

Route 7 On Demand

The Communities served by COAST's Route 7 On Demand service are responsible for the local match necessary to operate this demand response service.

Contract Services

Contract services are priced by COAST such that the variable costs, and a portion of the fixed costs, associated with those operations are intended to be covered through the agreements entered for those services.

Minimum Contribution Rates

In FY24 the minimum contribution rate of any community is being increased from \$23,000 to \$25,760 per year.

**COAST Balance Sheet
July 2023**

Preliminary, Subject to Audit Adjustment

Assets

Cash

Petty Cash	\$ 350.00
Checking	1,312,910.07
Savings	1,044,249.66
	\$ 2,357,509.73

Receivables

A/R General	\$ 1,122,827.61
	\$ 1,122,827.61

Other

Prepaid Expenses	\$ 132,178.06
Inventory	106,368.75
	\$ 238,546.81

Property & Equipment

Transit Equipment	\$ 8,628,079.97
Structures	1,100,748.14
Furniture & Equipment	657,134.78
Amenities & Misc.	651,255.65
Accumulated Depr.	(7,863,107.29)
Work in Process	837,142.76
	\$ 4,011,254.01

Total Assets **\$ 7,730,138.16**

Available Funds

Current Assets	\$ 3,612,515.40
Current Liabilities	(785,301.61)
Long Term Debt	-
	\$ 2,827,213.79

Liabilities

Payables

Accounts Payable	\$ 209,278.36
Wages/PR Taxes Payable	71,261.65
Long Term Debt.	-

Other

Accrued Expenses	\$ 209,278.36
Local Funding Unearned	193,677.03
Other Held Funds	101,806.21
	\$ 504,761.60

Total Liabilities **\$ 785,301.61**

Equity

Undesignated - Net Assets	\$ 4,305,896.15
Designated - Net Assets	-
Federal Capital Contributions	2,180,687.00
State Capital Contributions	205,007.60
Local Capital Contributions	495.00
Current Year Net Income	250,750.80
	\$ 6,942,836.55

Total Equity **\$ 6,942,836.55**

Total Liabilities & Equity **\$ 7,728,138.16**

Cash, Receivables, & Prepaids
Payables, Accrued Exp. & Held Funds

Local Match for Future Capital Purchases
and Monthly Cash Flow Use.

COAST BOARD OF DIRECTORS CONTACT INFORMATION - As of August 1, 2023

EXECUTIVE COMMITTEE

Name, Title, Contact Information	Representing	Town of Residency	Member Since
DENNIS SHANAHAN , Chair City Councilor, City of Dover	City of Dover	Dover, NH	2018
MICHAEL SCALA , Vice Chair Director of Economic Development	City of Rochester	Rochester, NH	2020
SCOTT BOGLE , Treasurer Senior Transportation Planner, RPC	Rockingham Planning Commission	Durham, NH	2001
MARGARET JOYCE , Secretary President, Gtr Dover Chamber of Commerce	Area Chamber of Commerce	Nottingham, NH	2020
DAVE SANDMANN , Past Chair At-Large Member	At-Large	Greenland, NH	2011

BOARD OF DIRECTORS

Name, Title, Contact Information	Representing	Town of Residency	Member Since
SÖNKE DORNBLUT Newmarket Resident	Town of Newmarket	Newmarket, NH	2021
BENJAMIN FLETCHER Director of Parking	City of Portsmouth	North Hampton, NH	2021
ROBERT GIBSON City Councilor	City of Somersworth	Somersworth, NH	2022
LAUREN HALEY Social Worker	At-Large	Rochester, NH	2021
DENIS HEBERT Planning Board Chair	Town of Newington	Newington, NH	2016
COLIN LENTZ Transportation Planner, SRPC	Strafford Regional Planning Commission	Rochester, NH	2014
KRISTEN MURPHY Conservation & Sustainability Planner	Town of Exeter	Dover, NH	2022
NICK TAYLOR Executive Director	Workforce Housing Coalition of the Greater Seacoast	Raymond, NH	2022
SHELLEY WINTERS (<i>ex-officio</i>) Public Transportation Administrator	NH DOT Bureau of Rails and Transit	Concord, NH	2013
THOMAS WRIGHT Chair, Berwick Selectmen	Town of Berwick	Berwick, ME	2018

ALTERNATES TO THE BOARD OF DIRECTORS

Name, Title, Contact Information	Representing	Town of Residency	Member Since
KENDRA AMARAL Town Manager	Town of Kittery	Kittery, ME	2020
DONNA BENTON Assistant City Planner	City of Dover	Raymond, NH	2015
FRED BUTLER Public Transportation Administrator	NH DOT Bureau of Rails and Transit	Gilford, NH	2021
BLAINE COX City Manager	City of Rochester	Lee, NH	2018
JEN CZYSZ Executive Director	Strafford Regional Planning Commission	Concord, NH	2018
RUSSELL DEAN Town Manager	Town of Exeter	Exeter, NH	2018
CAROL GULLA Executive Director, TASC	At-Large	Newmarket, NH	2017
JOANN NEUMANN Chief Community Development Officer	Families First Health & Support Center	Portsmouth, NH	2022
TIM ROACHE Executive Director	Rockingham Planning Commission	Stratham, NH	2018
PETER STITH Principal Planner	City of Portsmouth	Kittery Point, ME	2021



Proposed FY2024 Operating Budget

	Proposed 2024 Budget		Approved 2023 Budget	\$ Difference	%
Revenues					
Fares/Contract Revenue	\$ 401,724	Based on FY23 exp. & service level projections	\$ 379,429	\$ 22,295	5.9%
Advertising	\$ 260,000	Based on FY21-23 experiences	\$ 172,000	\$ 88,000	51.2%
Interest & Other Income	\$ 25,000	Interest, Rebates, Asset Sales, Misc. Items	\$ 20,000	\$ 5,000	25.0%
Local Match	\$ 1,338,764	Projected receipts from Communities & Others	\$ 1,202,021	\$ 136,743	11.4%
State Funding (NH)	\$ 34,782	Non-Project Specific Funds from New Hampshire	\$ 34,782	\$ -	0.0%
Federal Funding	\$ 4,659,371	Formula Driven Based on Expenses	\$ 5,194,860	\$ (535,489)	-10.3%
Other State/Local Assistance	\$ 426,229	Local share of Rtes. 12/13/14/33/42/44 and Rte. 70D	\$ 390,205	\$ 36,024	9.2%
Non Cash Contributions	\$ 3,000	Lease @ 6 Sumner Dr.	\$ 3,000	\$ -	0.0%
CommuteSMART TMA	\$ 18,868	Project has restarted with RPCs staffing the effort	\$ -	\$ 18,868	0.0%
ACT / Coordination	\$ 626,047	As per ACT approved budget	\$ 618,905	\$ 7,142	1.2%
Total Revenues	\$ 7,793,784		\$ 8,015,202	\$ (221,418)	-2.8%
Expenses					
Wages	\$ 3,225,440	See note #2 below & service level proj./staffing	\$ 3,043,873	\$ 181,567	6.0%
Fringes	\$ 1,767,054	Staffing, renewal exp., & no surplus return	\$ 1,654,602	\$ 112,452	6.8%
Contract Services	\$ 344,477	FY23 experience & new agreements	\$ 308,750	\$ 35,727	11.6%
Materials & Supplies	\$ 864,956	FY23 experience, expected major vehicle repairs	\$ 1,005,397	\$ (140,441)	-14.0%
Utilities	\$ 117,457	FY23 experience	\$ 105,794	\$ 11,663	11.0%
Insurance	\$ 542,901	FY23 experience & potential rate adjustments	\$ 490,364	\$ 52,537	10.7%
Purchased Trans.	\$ -		\$ -	\$ -	0.0%
Misc. Items	\$ 56,463	FY23 experience	\$ 100,371	\$ (43,908)	-43.7%
Planning	\$ 16,000	FY23 experience & known upcoming work	\$ 20,009	\$ (4,009)	-20.0%
CommuteSMART TMA	\$ 18,868	Project has restarted with RPCs staffing the effort	\$ -	\$ 18,868	0.0%
ACT / Coordination	\$ 626,047	As per ACT approved budget	\$ 578,184	\$ 47,863	8.3%
Contingency	\$ -	None planned currently	\$ -	\$ -	0.0%
Total Expenses	\$ 7,579,662		\$ 7,307,344	\$ 272,318	3.7%
Gain / Loss	\$ 214,122		\$ 707,858		
Reserves	\$ -		\$ -		

Budget Notes:

- 1) Based on base inflationary measures set at 2.2%. Some expense lines use a higher inflationary figure.
- 2) Based on a wage rate increase of 2.5% (0.3% above inflation) and higher levels of service overall.
- 3) This operating budget does not currently include any potential additional expenses related to changes in operations during construction of a new facility.

COAST: Municipal/Other

	FY23 Request	FY23 Approved	FY24 Request	FY24 Approved
Berwick	\$ 23,000	\$ 23,000	\$ 25,760	\$ 25,760
Dover	\$ 351,639	\$ 351,639	\$ 399,304	\$ 399,304
Exeter	\$ 23,000	\$ 20,000	\$ 25,760	<i>In Process</i>
Farmington	\$ 30,321	\$ 30,321	\$ 33,806	<i>In Process</i>
Kittery	\$ 28,000	\$ 28,000	\$ 28,900	\$ 28,900
Newington	\$ 34,236	\$ 34,236	\$ 36,823	<i>In Process</i>
Newmarket	\$ 23,000	\$ 23,000	\$ 25,760	\$ 20,000
Portsmouth	\$ 553,097	\$ 553,097	\$ 615,317	\$ 615,317
Rochester	\$ 204,787	\$ 204,787	\$ 225,377	\$ 225,377
Somersworth	\$ 96,813	\$ 96,813	\$ 118,005	\$ 96,995
Pease	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
Strafford County	\$ 57,662	\$ 57,662	\$ 64,581	<i>In Process</i>
TOTAL	\$ 1,545,555	\$ 1,542,555	\$ 1,719,393	YTBD

Board, Committee & Commission Reappointments

Boards - Commissions - Committees (as of 4/23/24)

Name	Title	Term	
<u>Planning Board</u>			
Pete Cameron	Clerk	Apr. 2024	Yes
John Grueter		Apr. 2024	Yes
<u>Recreation Advisory Board</u>			
Brinn Sullivan		Apr. 2024	Yes
Dan Provost		Apr. 2024	Yes
Bob Dudra		Apr. 2024	Yes
<u>Zoning Board of Adjustment</u>			
Robert Prior	Chair	Apr. 2024	Yes
Esther Olson-Murphy	Vice-Chair	Apr. 2024	Yes
<u>Conservation Commission</u>			
David Short	Chair	Apr. 2024	Yes
Kyle Welch		Apr. 2024	Yes
Nick Campion		Apr. 2024	Yes
Donald Clement	Alternate	Apr. 2024	Yes
Bill Campbell	Alternate	Apr. 2024	Yes
Sean Torrez	Alternate	Apr. 2024	Yes
<u>Heritage Commission</u>			
John Merkle		2024	Yes, as Alternate only
<u>Historic District Commission</u>			
Pam Gjettum	Clerk	2024	Yes
<u>Swasey Parkway Trustees</u>			
Darius Thompson		Apr. 2024	Yes
<u>Communications Advisory Committee</u>			
Martha McEntee	Chair	Apr. 2024	Yes
Herb Moyer		Apr. 2024	?
<u>Facilities Committee</u>			
Kris Weeks		2024	Yes
Rob Corson		2024	Yes
<u>River Advisory Committee</u>			
Richard Huber	Chair	2024	Yes
Dan Jones		2024	Yes

<u>Sustainability Advisory Committee</u>			
Chetana Parmar		Apr. 2024	Yes
<u>Water/Sewer Advisory Committee</u>			
Bob Kelly		Apr. 2024	Yes
Alan Mangan		Apr. 2024	Yes
<u>Arts and Culture Advisory Commission</u>			
Anthony Callendrello		Apr. 2024	Yes
Scott Ruffner		Apr. 2024	Yes
Mary-Paige Provost		Apr. 2024	Yes

Select Board Goals 2024-2025

Select Board Goal Setting Workshop

– April 13th, 2024

Attendance: Niko Papakonstantis (SB), Molly Cowan (SB), Julie Gilman (SB), Nancy Belanger (SB), and Dan Chartrand (SB). Also, staff members Russell Dean, Melissa Roy, and Corey Stevens attended.

Call To Order: 11:10 am call meeting to order.

Discussion Items:

Select Board reviewed accomplished goals from 2023-24.

Each Select Board member was asked to share their goals for 2024 – 2025.

Nancy Belanger's Goals

1. Create an implementation plan for the "Management Study and Strategic Recommendations Report" completed by Keegan Associates (Keegan Report) and given to the Board in January 2024.
2. Wants the Planning Board to begin updating the Town Master Plan.
3. Support the Conservation Commission in submitting a C.I.P. request to complete the Raynes Barn project. Potentially, \$75K is needed to finish the project.

Julie Gilman's Goals

1. Decide if and how the Town would like to celebrate the 2026 sesquicentennial of the country's founding. This may require a committee for ideas, a budget, and a plan to dig up the time capsule. If the Town doesn't want to celebrate, she would like to see if a donation could be made to help another organization plan the celebration.
2. Begin plans for the redevelopment of 32 Court Street, currently the Parks and Recreation building.
3. Formalize a process for facilitating all Board, Committee, and Commission members' opportunities for training on topics such as 91-A. She suggests this may be achieved by collaboration with NHMA or the Office of Planning and Development. She feels this is especially important for specific regulatory boards.

Molly Cowan's Goals

1. Implementation of the Keegan Report focusing on what guidance is needed, what sequencing is suggested, and what are the financial implications to carrying out the recommendations in the report.
2. Would like to see the Town be more proactive rather than reactive to issues on horizon. (examples such as pocket park purchase, media engagement, and food truck policies)

3. Improve proactive support of the State legislature. Would like to see Exeter as a leader when appropriate to support Concord. Julie added a desire for staff to track Senate bills that affect Exeter.

Dan Chartrand's Goals

1. Implement the Keegan Report focusing on the reorganization recommendations.
2. Develop a plan to integrate the Facilities Assessment Report commissioned by the Facilities Advisory Committee in collaboration with Department of Public Works. Focus on how the Town manages its maintenance projects and plan for the next 5-10 years
3. Work towards a way for the town to develop more affordable housing. Determine what the Town can do to accelerate projects on that front. How can the 79E program work better to support affordable housing? A possible 2025 Town Meeting item proposing new 79e guidelines.
4. Determine how the Town can sunset the TIF district, which was meant to jump-start development but was not supposed to be permanently in place. Suggests reactivating the TIF Board.

Niko Papkonstantis's Goals

1. Implement the Keegan report. The focus for 2025 should be on reorganizing positions/reporting structure, creating an HR Director position, and filling the newly created Welfare position. He recommends using the remaining \$20K left for phase 2, which would include having Keegan Associates return to assist in next steps.
2. Finalize a policy that addresses employees' collaboration with local media and departments' use of social media on behalf of the Town. Enhance communication to citizens.
3. Continued progress on various C.I.P projects, including the Public Safety Complex, 10 Hampton Road, Pine St./Linden Street intersection, and study of parking issues.
4. Recommends the Town collaborate with the schools during election day to create an opportunity for students to have their own ballot and vote. This idea comes from a program in Barrington, which engaged students on voting day. He would like to see the Town Clerk, the Town, and the school work together to see if this is possible.

Tax Abatements, Veterans Credits & Exemptions

List for Select Board meeting April 29, 2024

Disability Exemption

Map/Lot/Unit	Location	Amount	Tax Year
95/64/151	3 Morton St	150,000	2024
104/79/105	105 Robinhood Dr	150,000	2024
95/64/307	27 Hilton Ave	150,000	2024

Veterans Credit

Map/Lot/Unit	Location	Amount	Tax Year
86/19	18 Hampton Falls Rd	500	2024

Discretionary Preservation Easement Application

Map/Lot/Unit	Location	Amount	Tax Year
112/9	137 Linden St	10 year renewal	2024

Elderly Exemption

Map/Lot/Unit	Location	Amount	Tax Year
104/79/204	204 Robinhood Dr	152,251	2024
103/6/1	5 Dow St	236,251	2024
31/12	2 Old Town Farm Rd	denied	

Abatements

Map/Lot/Unit	Location	Amount	Tax Year
65-113	58 Portsmouth Ave	16,833.91	2023
65-119	82 Portsmouth Ave	6,451.30	2023
55-3-3	41-44 McKay Dr	26,485.42	2023
86-13	17 Hampton Rd	51,755.03	2023
65-127-A	75 Portsmouth Ave	41,249.23	2023

Educational/Religious/Charitable Exemptions

See attached memo's and listings

Permits & Approvals

Select Board Committee Reports

Correspondence



Pam McElroy <pmcelroy@exeternh.gov>

Bulletin #16: Retirement & Housing Updates

1 message

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

Fri, Apr 19, 2024 at 2:42 PM

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 16

2024 Session

April 19, 2024



[Live Bill Tracker](#)

Update on Retirement Bills

Twenty bills were filed this session related to the New Hampshire retirement System (NHRS). This is a good time to provide an update on the NHRS bills affecting municipalities, now that the unofficial halfway point of the legislative session (Crossover) is behind us.

Two bills that have passed the House and are now in the Senate for consideration would propose significant policy changes to RSA 100-A, and **increase** municipal employer costs:

- On **Tuesday, April 23**, at **2:00 p.m.** in **State House Room 103**, the [Senate Finance Committee](#) will hold a public hearing on [HB 1647](#). This bill would increase the multiplier for Group II Tier B and C members (and future hires) to 2.5 percent for all years worked in excess of 10 years. The bill, as amended, includes a \$53.6 million state appropriation to offset the cost to cover the increase in the UAAL, but Group II employers would still have an ongoing annual “normal cost” of \$3.69 million.
- [HB 1451](#) is currently with the [Senate Executive Departments Committee](#) awaiting an executive session. This bill would require that mandatory overtime be reported as part of the full base rate of compensation. The fiscal note estimates the employer costs up to \$15.25 million dollars annually and increasing proportionally with salary increases.

Unfortunately, two retirement bills that would have worked to **decrease** NHRS municipal budget costs and provide local property tax relief were referred to Interim Study in the Senate this week:

- [HB 1279](#): This bill would have required the state pay 7.5 percent of local employer retirement contributions for Group I teachers and Group II police and fire members on an ongoing basis. The fiscal note indicated political subdivision would have seen \$27.13 million in tax relief.
- [HB 436](#): This bill would have appropriated \$50 million in fiscal year 2024 to reduce the retirement system's unfunded actuarial accrued liability (UAAL) determined under RSA 100-A:16, II.

Because it is a non-budget year, the Senate Finance Committee was not able to fund these bills using state surplus due to the many competing requests for appropriations and a smaller than expected state surplus. We expect that both bills will return next session for inclusion in the state budget process since both bills have been introduced multiple times in the past several years.

Finally, the remaining retirement legislation is also no longer in play this session:

- [SB 309](#): Referred to Interim Study. This bill would have reduced the vesting period for retirement system benefits from 10 years to 5 years. The fiscal note indicated that this bill would reduce the unfunded liability by \$12.1 million, but would increase the future benefits resulting in a \$2.12 million ongoing annual costs across all groups.
- [SB 368](#): Referred to Interim Study. This bill would have retroactively amended current law regarding the reduction of a retiree's annuity at their full retirement age under the Social Security system and would apply to members of Group I who already retired prior to July 1, 2023, and had not attained age 65 prior to July 1, 2024. The annual cost of this proposal is \$520,000 over the next 20 years to fund the resulting \$11.1 million increase to the UAAL.
- [SB 520](#): Inexpedient to Legislate. This bill would have created a redundant financial standard of care requirement for state and local public retirement systems in discharging fiduciary duties.
- [HB 1211](#): Inexpedient to Legislate. This bill would have temporarily increased the number of hours a retired employee can work in a calendar year from 1,352 to 1,872. After 10 years, the number of hours would revert to the 2023 level of 1,352 hours.
- [HB 1421](#): Inexpedient to Legislate. This bill would have required the NHRS Board of Trustees to contract with two investment consulting firms and review their performance and increase costs for system administration.
- [HB 1653](#): Referred to Interim Study. This bill would have modified the definition of earnable compensation for Group II members hired prior to July 1, 2011, and who did not attain vested status prior to January 1, 2012, adding \$ 26.9 million to the UAAL with an annual ongoing cost of \$2.88 million for Group II employers.
- [HB 1673](#): Sent to Interim Study. This would have redefined the average final compensation for Group II members hired prior to July 1, 2011, and who did not attain vested status prior to January 1, 2012, adding \$18.5 million to the UAAL with an annual ongoing cost of \$2.04 million for Group II employers.

Last Day of Hearings for House Municipal & County Government

On **Tuesday, April 23**, beginning at **9:30 a.m.** in **LOB 301-303**, the **House Municipal and County Government Committee** will hold its last day of hearings, and the first bill on the calendar is [SB 538](#), the Senate omnibus housing bill. NHMA supports **SB 538**.

SB 538 includes the following provisions:

1. It amends RSA 79-E to provide for a local option to provide a tax incentive to convert office, industrial, and/or commercial spaces to residential spaces. This expansion of RSA 79-E was prompted by the increased vacancy rate of offices, industrial, and commercial spaces due to increased use of remote work opportunities.
2. It provides for a local option to allow non-charter towns to vote at town meeting to authorize their governing bodies to amend zoning. This idea comes from Vermont, which recently adopted a similar provision. Only non-charter towns are granted this authority because, of course, the adoption of a charter requires a town's legislative body to consider whether to keep zoning authority with the

- legislative body or grant it to their governing body. Similarly, cities have their own process relative to zoning authority.
3. It alters local control of local parking regulation by continuing to allow municipalities to set parking minimums but authorizes planning boards to waive those minimums where the applicant proposes an alternative parking arrangement to meet the anticipated demand of the use of the parcel. In cases where it is unclear whether the alternative parking arrangement meets the anticipated demand, the planning board may hire a third-party consultant (and use that expertise to assist them in determining whether the alternative parking proposal meets the demand). If the alternative parking proposal meets the demand, the planning board must approve the parking proposal. If it does not, the planning board may, of course, deny the proposal.

As a reminder, the Senate Commerce Committee has not yet voted on its recommendation on [HB 1400](#), a parking minimum bill that NHMA opposes, which already passed the House on the consent calendar and limits municipal regulation of parking to one per "unit." Given that the Senate has already passed [SB 538](#), it is very likely that the legislature will pass a bill that alters the local regulation of parking this session. NHMA continues to advocate for the option that continues to provide for local control.

Last Day of Hearings for House Special Committee on Housing

On **Friday, April 25**, beginning at **10:00 a.m.** in **LOB 302-304**, the **House Special Committee on Housing** will hold its last day of hearings. It will hear the following bills:

10:00 AM	SB 408	establishing a committee to study the effects of the housing crisis on the disability community.
10:15 AM	SB 527	relative to student housing.
10:30 AM	SB 527	(non-germane Amendment 2024-1482h) relative to student housing.

The [non-germane amendment](#) to [SB 527](#) may look familiar to readers. It is a rewrite of [HB 1281](#), prohibiting a zoning ordinance or regulation from restricting the number of occupants in a residential rental property to less than 2 occupants per bedroom. Several of our members with large student housing populations have raised concerns about the impact of the provisions of that bill on their locally adopted zoning amendments.

We urge our members to attend the hearing on the non-germane amendment to [SB 527](#) to explain to the committee how it would impact their zoning provisions. Although [HB 1281](#) was laid on the table in the House after an "Inexpedient to Legislate" recommendation out of the House Municipal and County Government Committee, there is a good chance that the House Special Committee on Housing could have a different recommendation on the bill.

Local Option RTK Bill Recommended by Senate Committee

On Thursday, the Senate Judiciary Committee recommended [HB 1002](#), the local option Right-to-Know Law bill, as Ought to Pass on a 5-0 vote. We anticipate that the bill will pass the Senate, and we want to thank our members who reached out to the Senate Judiciary Committee urging them to pass the bill. Assuming that the bill passes the Senate and is signed by the governor, NHMA plans to host a webinar this summer and produce a guidance document on its provisions.

Calendar Changes

If you are a long-time reader of the *Bulletin*, you will have noticed that the weekly schedule of hearings that we have long published has, increasingly, been out of date by the beginning of the week for which it is produced. That's because the shift in both the House and Senate to digital calendars has made it easier for committees to reschedule when there is bad weather, when there are absences, or when issues with bills just haven't quite been worked out. As such, we are now going to link to the [House Digital Calendar](#) and [Senate Digital Calendar](#) instead of producing our own hearing schedule. For those of you with a particular interest in a particular bill or set of bills, please use the "subscribe" feature on [FastDemocracy](#) to get email updates when those bills are scheduled.

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Email: governmentaffairs@nhmunicipal.org

Government Affairs Contact Information

Margaret M.L. Byrnes, Executive Director

Natch Greyes, Government Affairs Counsel

Katherine Heck, Government Finance Advisor

Timothy Fortier, Communications Coordinator

Pam Valley, Administrative Assistant

25 Triangle Park Drive, Concord, NH 03301

Tel: 603.224.7447



Pam McElroy <pmcelroy@exeternh.gov>

Bulletin #17: ARPA, Zoning Mandates, Masks & More

1 message

NHMA Government Affairs <governmentaffairs@nhmunicipal.org>

Fri, Apr 26, 2024 at 1:04 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

LEGISLATIVE BULLETIN

Legislative Bulletin 17

2024 Session

April 26, 2024



[Live Bill Tracker](#)

ARPA Annual Project and Expenditure Reports are due to the U.S. Treasury Department on April 30!

On March 29, 2024, the U.S. Department of Treasury (Treasury) released [new Frequently Asked Questions?](#) (FAQs) related to their [Obligation Interim Final Rule?](#)(IFR) for the ARPA State and Local Fiscal Recovery Fund (ARPA SLFRF).

Annual Project and Expenditure (P&E) Reports must be submitted by April 30, 2024. These periodic reports are used to provide Treasury with financial and current performance information on projects using Recovery Funds. Remember, all ARPA funds must be obligated by December 21, 2024, and expended by December 31, 2026. To help navigate the reporting process, Treasury has provided several tips and responses below that answer some of the most common questions:

- **Where can I find the SLFRF award reporting requirements?**
The best resource for any reporting questions is the [SLFRF Compliance and Reporting Guide](#).
- **Do I have to submit a report if I haven't spent any of my SLFRF award funds??**
Yes. Recipients must continue to submit the required reports via Treasury's Portal regardless of whether SLFRF award funds have been obligated or expended. Until closeout procedures for the SLFRF program are finalized and published, recipients must also continue to submit the required reports even if SLFRF funds have been fully spent and reported. ???????

- **Where can I find more information about the program, including eligible uses of SLFRF funds?**

Treasury's [website](#) provides information about the SLFRF program, including the eligible use categories for use of SLFRF funds as summarized in the [Overview of the 2022 Final Rule](#), [Overview of the 2023 Interim Final Rule](#), and [Frequently Asked Questions \(FAQs\)](#), as well as information about [reporting](#) requirements. ????????

- **Can I enter multiple projects into my P&E report?**

The Treasury Portal has the functionality to accept bulk project uploads. You can learn more about this by viewing the [SLFRF: Using Bulk Uploads for Reporting](#) webinar. ????????

- **What do I do if I'm having issues submitting the required reports?**

If you are experiencing any exceptional circumstances preventing you from submitting the required reports, please email a detailed explanation of the situation with any supporting screenshots or relevant documentation, as appropriate, to SLFRF@Treasury.gov. ????????

- **I'm new to my role, can I create an account and assign user roles in Treasury's Portal?**

Treasury has provided recorded webinars for step-by-step instructions on how to [create an account and login](#) and for [assigning and updating user roles](#) in Treasury's Portal. For more information, see also [Treasury Guidance on registering with ID.me](#) or [Treasury Guidance on registering with Login.gov](#) (creating an account) and [Updating User Roles in Portal](#) (assigning user roles).

??????? Please find Treasury's [Self-Service resources](#) and guidance documents below:

[Recipient Compliance and Reporting Responsibilities Webpage](#)

[Compliance and Reporting Guidance](#)

[Project and Expenditure Report User Guide](#)

[Audit Requirements](#)

[SLFRF Frequently Asked Questions](#)

[Eligible Uses](#)

Land Use Legislation Update

On Tuesday, the House Municipal and County Government Committee heard [SB 538](#), the Senate omnibus housing bill, and voted 9-8 to recommend it as Inexpedient to Legislate after extensive discussion. Undoubtedly, there will be an effort made to overturn the committee recommendation on the floor of the House.

Meanwhile, as you are reading this, the Special Committee on Housing should be wrapping up their final hearings of the session and making recommendations on [SB 408](#), establishing a committee to study the effects of the housing crisis on the disability community, and [SB 527](#), relative to student housing, including [a non-germane amendment](#) that would prohibit local zoning or regulations from restricting the number of occupants in a residential rental property to less than two occupants per bedroom. We anticipate that the committee will recommend both bills and the nongermane amendment as Ought to Pass.

As a reminder, the following land use mandates are still awaiting recommendation by Senate committees:

[HB 1399](#), which is inaccurately titled “*allowing* municipalities to permit two residential units in certain single family residential zones,” would actually *require* municipalities to allow duplexes. The bill creates a formula that requires that municipalities allow duplexes for all lots that are two acres or less in size, and for at least 50 percent of all lots in a municipality zoned for single-family residences where a “proposed development” meets certain criteria. In short, this requirement would override the decisions of local voters and mandate that duplexes be allowed in many locations where only single-family homes are allowed and on all lots – residentially zoned or not – that are two acres or less. The result? Developers building new developments will be allowed—and incentivized—to circumvent the mandate through restrictive covenants that prohibit duplexes and additional units, much as occurs in Houston, while property owners in already developed neighborhoods will have no options.

[HB 1400](#), a parking minimum bill, would force municipalities to require no more than one parking space per “unit.” This will be particularly problematic for future renters in large complexes filled with apartments with multiple bedrooms. These types of developments typically attract couples, roommates, and families who, often, own more than one car. As developers choose to meet the minimum one-per-unit requirement, it is easily foreseeable that some renters will be left without parking spots, requiring municipalities – and, thus, local taxpayers – to solve the parking crises inevitably created by this legislation.

We continue to ask members to contact their senators to explain the problems with these two bills, as well as the not-yet-heard **HB 1291**, the two-ADUs-in-every-backyard bill. All three would impose state mandates over the common-sense, well-considered, local solutions that are supported by local voters.

Local Health Ordinance Bill Heads to House Floor

After a long and complex procedural process, **SB 63**, which is now the vehicle for a ban on local mask ordinances, is headed to the House floor after a party-line, 10-8 vote recommending passage in House Municipal and County Government on Tuesday.

Those who have been following legislation in the years since the Covid shutdown are aware that bills have been filed every session to bar local enactment of mask mandates. Those who worked in local government at the time recall **Emergency Order #74**, enacting a statewide mask mandate; the **subsequent expiration of that order**; the **deferral to municipalities and businesses to determine when masking was appropriate**; and **guidance on masks promulgated by NHMA after consultation with state entities**.

Despite Covid-19 being over for the **vast majority of Americans**, a small minority cannot move past the uncertainty and fear of that time and continue to solicit and promote legislation aimed at the response. Unfortunately, legislation such as SB 63 doesn't clearly state what it really aims to accomplish – i.e., a straight ban on municipalities enacting mask mandates – and, instead, uses more obscure wording that will have unanticipated and unintended impacts on a municipality's ability to act in the interest of public health.

Unfortunately, the Covid-19 response became political, and we anticipate a political fight on the House floor when the bill is debated sometime in the next few weeks.

Federal Website Accessibility for State and Local Governments Requirements

Begin June 23, 2024

On April 24, 2024, the Federal Register published the **Department of Justice's final rule** and a **fact sheet** updating its regulations for Title II of the Americans with Disabilities Act (ADA). The final rule has specific requirements about website and app accessibility for state and local governments and sets compliance period deadlines for local governments based on the table below.

New Hampshire municipalities will have two to three years from the effective date of the regulation (June 23, 2024) to bring their websites into compliance, or until June 23, 2027. The majority of our political subdivisions, including school districts, village districts, and counties having a population between 0 to 49,999 persons, will have until June 23, 2027, to comply. Even though municipalities will have at least two years to make their websites accessible, the DOJ continues to stress that since 1990, local governments have had an obligation to provide equal access to programs and services under Title II of the ADA which must continue during the implementation period.

This table shows how much time a state or local government would have to comply with this rule beginning June 23, 2024. Source: <https://www.ada.gov/resources/2023-07-20-web-nprm/>

State or local government entity size	Compliance Date
0 to 49,999 persons	Three years after publication of the final rule
Special district governments	Three years after publication of the final rule
50,000 or more persons	Two years after publication of the final rule

After this time, state and local governments would have to continue to make their web content and mobile apps comply with the technical standard.

Calendar Changes

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Pam Valley, Administrative Assistant

25 Triangle Park Drive, Concord, NH 03301

Tel: 603.224.7447



Russ Dean <rdean@exeternh.gov>

Fwd: Resident 100th Birthday

1 message

Niko Papakonstantis <npapakonstantis@exeternh.gov>

Mon, Apr 22, 2024 at 7:29 AM

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

Let's discuss this week at agenda meeting

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

From: **John Bourgeois** <bourgeois_john@hotmail.com>

Date: Tue, Apr 16, 2024 at 6:29 AM

Subject: Resident 100th Birthday

To: selectboard@exeternh.gov <selectboard@exeternh.gov>

Greetings!

My name is ohn Bourgeois Sr. and I live in St. Germain Wisconsin. My father, Arthur R. Bourgeois, lives in Exeter NH. This May 22nd he will be celebrating his 100th birthday. Hopefully we will be out there to celebrate with him.

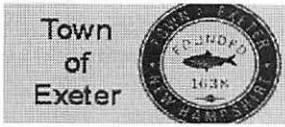
My dad is a WWII veteran, having served with the US Navy. He was an Aviation Sheet Metalsmith Third Class and served in Chicago, Illinois; Pensicola, Florida, Greenland, Iceland, Washington State, Adak Island AK, and Hawaii. A lot of places in his short four year tenure. After being discharged he married my mother in 1948, and together they had five children, one still in Lynn MA, a daughter in Salem MA, and another son in Auburn NH, while I am here in WI, and am the oldest of the five. My other brother passed in 1982. During those early years they lived in Lynn, MA, and he worked in aircraft assembly at General Electric's River Works, and later in the Gear Plant as a Winder working on large generators for power plants. Once he and my mom retired, they moved to Amesbury MA, but also maintained a winter home in Clearwater Beach, Florida. Last April my mom passed, at the Exeter Nursing Center after being there for about five years. They were married for over 75 years.

I was wondering if the Town of Exeter might be able to send him a birthday card or greeting to help him celebrate? His address is:

Arthur Bourgeois
50 Brookside Drive
Building O Unit 5
Exeter NH 03833

Thank You for taking the time to read this.

John Bourgeois
1772 Moon Road
St. Germain, WI 54558
1-847-385-1227



Russ Dean <rdean@exeternh.gov>

Re: No parking signs on Pickpocket near pickle ball courts

9 messages

Niko Papakonstantis <npapakonstantis@exeternh.gov>

Wed, Apr 17, 2024 at 9:46 AM

To: David Kovar <dkovar@gmail.com>

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

Good morning David,

Thank you for the update which I passed along to the Highway Superintendent and Police Department.

Currently, a solution to this issue is being worked on and I have confidence that our staff will resolve this quickly.

Cordially,

Niko

On Wed, Apr 17, 2024 at 9:26 AM David Kovar <dkovar@gmail.com> wrote:

Greetings,

At 9:20 this morning there were pickleball players parking illegally around the handicap spaces and parking on the side of Pickpocket.

Regards,-David

On Apr 15, 2024, at 3:16 PM, Niko Papakonstantis <npapakonstantis@exeternh.gov> wrote:

Good afternoon Mr. Kovar,

I am working with the Highway Department and the Police Department to determine best steps to take. I believe that we can successfully resolve this problem.

We will be in touch with you soon.

Respectfully,

Niko

On Mon, Apr 15, 2024 at 9:41 AM David Kovar <dkovar@gmail.com> wrote:

Good morning,

Last fall I found cars parked along the north side of Pickpocket Road just after it turns off from 111. These cars blocked the sight line for cars turning onto Pickpocket and also forced cars that were making the turn to move into the oncoming traffic.

The problem stems, I believe, from two factors. 1) The courts seem to be open to non-Riverwoods guests. 2) There are only two Riverwood's parking spaces and both of those are handicapped only.

This feels like a Riverwood's problem to address rather than a town problem. And more importantly, Riverwood's facilities should not create hazards for the public. With this in mind, I'd ask the Board to consider placing "No parking" signs along the edge of Pickpocket near the courts.

Thank you.

Regards,

-David

Niko Papakonstantis <npapakonstantis@exeternh.gov>

Wed, Apr 17, 2024 at 9:48 AM

To: Jay Perkins <jperkins@exeternh.gov>, Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>, Stephan Poulin <spoulin@exeternh.gov>

Good morning,

I know that this is being looked into but I wanted to pass on his most recent correspondence, to which I replied.

I will also forward under separate email the photos he took this morning.

Thank you all for your assistance.

Niko

[Quoted text hidden]

Niko Papakonstantis <npapakonstantis@exeternh.gov>

Wed, Apr 17, 2024 at 9:49 AM

To: Jay Perkins <jperkins@exeternh.gov>, Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>, Stephan Poulin <spoulin@exeternh.gov>

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

From: **David Kovar** <dkovar@gmail.com>

Date: Wed, Apr 17, 2024 at 9:34 AM

Subject: Re: No parking signs on Pickpocket near pickle ball courts

To: Niko Papakonstantis <npapakonstantis@exeternh.gov>



Greetings,

This time with pictures.

Regards,

-David

On Apr 17, 2024, at 9:26 AM, David Kovar <dkovar@gmail.com> wrote:

[Quoted text hidden]

Russ Dean <rdean@exeternh.gov>

Wed, Apr 17, 2024 at 9:50 AM

To: Niko Papakonstantis <npapakonstantis@exeternh.gov>

Cc: Jay Perkins <jperkins@exeternh.gov>, Melissa Roy <mroy@exeternh.gov>, Stephan Poulin <spoulin@exeternh.gov>

Thank you Niko.

Thank you Jay and Stephan for continuing to work on this issue --

Russ

[Quoted text hidden]

Stephan Poulin <spoulin@exeternh.gov>

Thu, Apr 18, 2024 at 9:30 AM

To: Russ Dean <rdean@exeternh.gov>

Cc: Niko Papakonstantis <npapakonstantis@exeternh.gov>, Jay Perkins <jperkins@exeternh.gov>, Melissa Roy <mroy@exeternh.gov>

I believe those parking spaces and the lot are Riverwoods private property. Public Works can confirm.

Chief Stephan R. Poulin, MS, CFI

Exeter Police Department

20 Court St

Exeter, NH 03833

Dispatch: 603-772-1212

Confidentiality Notice: This e-mail message, including any attachments, is for the sole use of the intended recipient and may contain confidential and/or privileged information. If you are not the intended recipient, you are hereby notified that any dissemination, unauthorized review, use, disclosure or distribution of this e-mail and any materials contained in any attachments is prohibited. If you receive this message in error, or are not the intended recipient, please immediately notify the sender by email and destroy all copies of the original message, including attachments.

[Quoted text hidden]

Jay Perkins <jperkins@exeternh.gov>

Thu, Apr 18, 2024 at 9:46 AM

To: Stephan Poulin <spoulin@exeternh.gov>

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

They are private property but we are just posting no parking along the road .

Jay

[Quoted text hidden]

--

Jay Perkins
Highway Superintendent
Email : jperkins@exeternh.gov
Phone : 603-773-6157 ext 163
Fax : 772-1355
Cell : 603-512-1974

Niko Papakonstantis <npapakonstantis@exeternh.gov>
To: David Kovar <dkovar@gmail.com>
Cc: Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>

Fri, Apr 19, 2024 at 9:10 AM

Good morning David,

We confirmed that the parking spaces and lot are private property. The Exeter DPW is posting no parking signs along the road, however. Hopefully this will provide some mitigation to the problem.

Please feel free to reach out with any additional questions or concerns. I am very appreciative that you brought this to our attention.

Cordially,

Niko

[Quoted text hidden]

David Kovar <dkovar@gmail.com>
To: Niko Papakonstantis <npapakonstantis@exeternh.gov>
Cc: Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>

Fri, Apr 19, 2024 at 9:25 AM

Good morning,

I saw DPW marking the locations for the signs the other day. Thank you all very much, and particularly for the incredibly prompt response. This should address the problems within your scope and that is all that I can ask.

Well done!

Regards,

-David

[Quoted text hidden]

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

Mon, Apr 22, 2024 at 7:28 AM

For the packet

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

From: **David Kovar** <dkovar@gmail.com>
Date: Fri, Apr 19, 2024 at 9:25 AM
Subject: Re: No parking signs on Pickpocket near pickle ball courts
To: Niko Papakonstantis <npapakonstantis@exeternh.gov>

[Quoted text hidden]

[Quoted text hidden]



Russ Dean <rdean@exeternh.gov>

Thank you

2 messages

Anne Kenny <amkennyart@comcast.net>
To: Niko Papakonstantis <npapakonstantis@exeternh.gov>
Cc: Russ Dean <rdean@exeternh.gov>

Fri, Apr 19, 2024 at 11:36 PM

Niko,

Thank you for being a Select Board Rep. for the Arts And Culture Committee in Exeter. As the Arts & Culure in Exeter becomes a more and more dynamic part of Exeter, it is imperative to be forward planning as a town. The Arts is going to be a significant part of our town. A wide view of the future and who is part of that will have a huge impact on our town going forward. It is not an insignificant role.

Your work and voice will be important to developing ideas and our community culture.

Grateful for your time,
Anne

Anne (resident)
Sent from my iPhone

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

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

Mon, Apr 22, 2024 at 7:27 AM

For the packet
----- Forwarded message -----
From: **Niko Papakonstantis** <npapakonstantis@exeternh.gov>
Date: Mon, Apr 22, 2024 at 7:26 AM
Subject: Re: Thank you
To: Anne Kenny <amkennyart@comcast.net>

Good morning Anne,

Thank you for your kind words and confidence in my efforts.

I agree that we have many exciting opportunities in our future. I will do my best to ensure that our planning is thorough and deliberate, with care given to be as inclusive as possible.

Niko
[Quoted text hidden]



Russ Dean <rdean@exeternh.gov>

Fwd: Draft resolution calling on ceasefire in Israel-Palestine

Niko Papakonstantis <npapakonstantis@exeternh.gov>
To: Karishma Manzur <karishma.l.manzur@gmail.com>
Cc: Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>

Thu, Apr 25, 2024 at 2:16 PM

Good afternoon Karishma,

Thank you for your correspondence.

The Select Board will take this matter under consideration at the May 13 meeting.

The agenda for our meeting on April 29 is set and is quite robust. Taking the resolution under consideration at our May 13 meeting will allow for the time it deserves and will also allow time for the Board to carefully review the wording of the resolution.

Please feel free to reach out to me in the interim.

Respectfully,

Niko

On Wed, Apr 24, 2024 at 3:53 PM Karishma Manzur <karishma.l.manzur@gmail.com> wrote:

Dear Chair Papakonstantis, Vice Chair Cowan, Ms. Gilman, Ms. Belanger, and Mr. Chartrand,

As residents of Exeter, we are writing to you to share a draft resolution calling on President Joe Biden and our Federal representative delegation to facilitate an immediate and enduring ceasefire between Israel and Palestine; to facilitate the provision of life-saving humanitarian aid in Gaza; to call for the release of all hostages on both sides in Israel, Gaza, and the West Bank; and to work towards a political solution to the ongoing conflict.

We understand arguments can be made that nonbinding resolutions are symbolic and may not impact US foreign policies, as well as, arguments that our town's Select Board should prioritize municipal affairs instead of international conflicts. However, as citizens of the United States, we have a moral obligation to inform our elected officials when we strongly disagree with their actions and when our federal taxes are being used to kill and injure non-combatants and children in direct disregard of the statutory provisions in effect under the "Leahy law" (Section 620M of the Foreign Assistance Act of 1961, 22 USC 2378d; Section 362 of Title 10 of the US Code).

As our local government representatives with access to higher-level government officials, we respectfully request that you hear our concerns and consider the resolution for discussion at the next Select Board meeting.

Yours Sincerely,

Dr. Karishma Manzur, PhD (Scientist)

Ms. Mercy Carbonell (Educator)
Dr. Kaitlyn Martin Fox, PhD (Educator)
Ms. Tanea Hibler (Educator)
Dr. Alexander Koch, PhD (Scientist)
Ms. Aliyana Koch-Manzur (High School Student)
Dr. Khalid Madhi, PhD (Educator)
Mx. Charla Malamed, LCSW (Clinician)
Dr. Michael Matsumaru, PhD (Educator)
Dr. Hina Muneeruddin, PhD (Educator)

Town of Exeter, New Hampshire

In the Year Two Thousand and Twenty-Four

A Resolution

“Calling on the President of the United States of America, Joseph R. Biden, United States Senators Jeanne Shaheen and Maggie Hassan, and United States Congressman Chris Pappas,

to facilitate immediate de-escalation and a sustained, bilateral ceasefire between Israel and Palestine;

to facilitate the immediate entry of humanitarian aid assistance, including medicine, food, and water to Gaza at the scale required;

to call for the release of all hostages and all people unjustly held in the region, including Israel, Gaza, and the West Bank; and

to work with the international community toward long-term political solutions that could afford safety and dignity to all people in Israel and Palestine.”

Resolved by The Select Board of the Town of Exeter as Follows:

WHEREAS, the Exeter Select Board recognizes that all human life is precious and all people have a right to live with dignity, feel safe, and be respected, regardless of nationality, race, or religion; and

WHEREAS, international humanitarian law requires all parties to an armed conflict to protect children and non-combatants, and prevent the commission of grave violations against them, including killing and maiming, attacks on schools and hospitals; and

WHEREAS, hundreds of thousands of lives are at imminent risk of famine and death if a permanent ceasefire is not reached and humanitarian aid is not delivered without delay; and

WHEREAS, to fund military aid to Israel each year, an estimated \$246,555 in federal taxes comes from the citizens of the Town of Exeter, over \$19.5 million comes out of the State of New Hampshire, and over \$3.8 billion dollars comes out of the United States of America, instead of using American tax revenues to fund local, state, and federal health care, housing, and educational needs; and

NOW, THEREFORE, BE IT RESOLVED that the Exeter Select Board joins with representatives of other US cities and towns in calling on our President and our Federal representative delegation to facilitate an immediate and enduring ceasefire, the provision of life-saving humanitarian aid in Gaza, the release of all hostages on both sides, a political solution to the ongoing conflict; and

BE IT FURTHER RESOLVED that the Exeter Select Board asks the Town Clerk to quickly forward copies of this Resolution to the President of the United States, our Federal representative delegation, the Governor of New Hampshire, and our State representatives.