

## **SELECT BOARD MEETING**

**Monday, June 16, 2025**

**7:00 pm**

**Nowak Room, Town Offices**

**10 Front Street, Exeter, NH 03833**

## **REGULAR BUSINESS MEETING BEGINS AT 7:00 PM**

Meetings can be watched on Ch 22 or Ch 6 or YouTube. Attendees can join in person or virtually via Zoom.

To access the meeting, click this link: <https://us02web.zoom.us/j/89722950228>

To access the meeting via telephone, call: +1 646 558 8656 and enter the Webinar ID: 897 2295 0228

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 to access the meeting 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. Board Interviews
3. Bid Opening
  - a. Westside Drive Project
4. Public Comment
5. Approval of Minutes
  - a. Regular Meeting: June 2, 2025
6. Appointments/Resignations
  - a. Resignation – 250<sup>th</sup> Celebration Commission – Renay Allen
  - b. Re-Appointment – Pairpoint Park Stakeholders Advisory Committee – Dawn Jelley from Alternate to Voting Member (no term)
7. Discussion/Action Items
  - a. EXTV Award – Bob Glowacky
  - b. Tick & Mosquito Programs Update – Madison Bailey, Health Officer
  - c. 2024 Year-End Financial Report – Corey Stevens, Finance Director
8. Tax Abatements, Veterans Credits & Exemptions
  - a. Interest Refund Request
  - b. Tax Deeds/Waivers
9. Permits & Approvals
  - a. Outdoor Dining Permit Fee Waiver – Inn by the Bandstand/Ambrose Restaurant
  - b. Dog Warrant
  - c. Acceptance of Kingston Road TAP Project as Complete – Steve Cronin, Public Works Director
10. Town Manager's Report
11. Select Board Committee Reports
12. Correspondence
13. Review Board Calendar
14. Non-Public Session
15. Adjournment

**Niko Papakonstantis, Chair**

**Select Board**

**Posted 6/13/25 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**

## **Westside Drive Bid Opening**



## **Approval of Minutes**

Select Board Meeting  
Monday June 2, 2025  
6 PM  
Nowak Room, Town Offices  
Draft Minutes

1. Call Meeting to Order

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

Absent: Vice-Chair Molly Cowan

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

2. Non-Public Session

**MOTION:** Ms. Belanger moved to enter into non-public session under RSA 91-A:3II(I). Ms. Gilman seconded. In a roll call vote, the motion passed 4-0. The meeting entered non-public session at 6:02 PM and the Board went downstairs to the Wheelwright Room. The Board exited non public session. Mr. Chartrand moved to seal the minutes until the matter was completed. Ms. Belanger seconded. The motion carried and the minutes were sealed.

3. Board Interviews

- a. John DalSanto for the Zoning Board of Adjustment

The meeting reconvened in the Nowak Room at 7 PM.

4. Bid Opening - Swasey Parkway Resilience

- a. Horsley Witten Group of Exeter NH: with optional task 4.1, \$31,450; without optional task 4.1, \$21,250.
- b. Geosyntec Consultants of South Hamilton MA: \$18,000.
- c. CMA Engineers of Portsmouth NH: \$22,500.

**MOTION:** Ms. Belanger moved to refer the three bids to Steve Cronin and Kristen Murphy to review and come back to the Select Board with a recommendation. Ms. Gilman seconded. The motion passed 4-0.

5. Public Comment

- a. Keith Whitehouse of 61 Westside Drive asked about the Westside Drive project. Mr. Dean said there will be a bid opening June 16. We will likely see equipment there in early July after the recommendation for award. Mr. Papakonstantis asked Mr. Cronin to come to a future meeting to give an update on the Westside Drive project to the Board

6. Approval of Minutes

45 a. Regular Meeting: May 12, 2025

46 Corrections: Ms. Belanger said on page 6, it should read "provide a one-on-one  
47 person or other support to allow a disabled child to attend Rec Camp."

48 **MOTION:** Mr. Chartrand moved to approve the minutes as amended. Ms. Gilman seconded.  
49 The motion passed 4-0.

50  
51 b. Regular Meeting: May 19, 2025

52 **MOTION:** Ms. Belanger moved to approve the minutes of May 19, 2025 as presented. Ms.  
53 Gilman seconded. The motion passed 4-0.

54  
55 7. Appointments and Resignations

56 **MOTION:** Ms. Belanger moved to accept with thanks the resignation of Dave Short from the  
57 Pairpoint Park Stakeholders Advisory Committee. Ms. Gilman seconded. The motion passed 4-  
58 0.

59  
60 8. Proclamations/Recognitions

61 a. Mr. Papakonstantis said the ribbon cutting for the Solar Array was last week. This  
62 project puts Exeter on the forefront of energy sustainability initiatives. He thanked  
63 Dave Sharples; Kristen Murphy; Public Works; Steve [Jordan] the Transfer  
64 Station Attendant; the Energy, Sustainability, and BRC committees that helped  
65 push this through; and the Legislative body, which voted twice to fund this.

66  
67 9. Discussion/Action Items

68 a. a. Park Street Bridge Update

69 DPW Director Steve Cronin was present to give an update on the Park  
70 Street Bridge.

71 Mr. Papakonstantis said a resident had a public comment at the last  
72 meeting regarding the status of the bridge. He apologized for the Board not  
73 answering the question at the previous meeting.

74 Mr. Cronin said DPW received a report that there was a hole in the bridge  
75 deck. The State DOT [Department of Transportation] assessed it and determined  
76 it was more than a superficial repair. They issued a notice to the town closing the  
77 bridge indefinitely. They've been conducting additional engineering to see if it can  
78 be repaired or should be removed. He and Mr. Dean requested additional  
79 information, including whether it could be open to pedestrian traffic and what the  
80 timeline is. The DOT representative committed to trying to get answers and will  
81 meet with us again June 11. Regarding removal, in August 2024 CSX [Rail]  
82 reached out to Public Works saying they had a project that included removing the  
83 bridge, and asked us to remove the water main. We had a lot of questions about  
84 impacts. We engaged with DOT and Town Counsel about ownership and the  
85 town's rights. Town Counsel said that any plan for removal would include  
86 discontinuance of the roadway, which would go to the Select Board and voters.  
87 We met with DOT and CSX; their primary reason to remove the bridge is to  
88 accommodate double-stack trains, but there are other bridges along the line that

89 affect that. We told them to come before the Select Board to make their  
90 intentions known, but they wanted to do more research with DOT before coming  
91 to the town. The bridge closed in February and we hadn't heard much from the  
92 State until last week. The State is the owner of the bridge, and they would be  
93 proceeding with plans from now on. Regarding closure, it would only be the  
94 section of that road over the bridge, but there are other questions about right of  
95 way and existing deeds before we could answer questions on that possibility.  
96 CSX has not expressed interest in rehabilitation; the State seemed to be leaning  
97 toward removal for financial purposes, but were open to the possibility of  
98 rehabilitation. There is an MOU from 2021 that outlines the funding mechanisms  
99 and what the town's financial obligations would be if we pursued that.

100 Mr. Chartrand asked if that's not the only water main across the railroad  
101 tracks. Mr. Cronin said that's correct, the Salem Street project introduced some  
102 redundancy. There were some concerns about flows but they were addressed as  
103 a condition of the Rose Farm project. We're more concerned about how they will  
104 terminate the water system, where fire hydrants end up, and the termination of  
105 the road. Mr. Chartrand asked if the water main could go under the railroad  
106 tracks. Mr. Cronin said it would be challenging with the drilling of that grade.

107 Sally Ward of 72 Park Street said the railroad track is CSX, the bridge is  
108 the State, but this is our town and our neighborhood and it's critical we have  
109 input. She can't imagine what it would look like if they took the bridge out. Mr.  
110 Papakonstantis said if removal were considered there would be public hearings  
111 with opportunities for input. He asked Mr. Dean for updates on this project.

112 Michelle Prago of 4 Lexington Ave said on the Exeter Community  
113 Facebook page, people are complaining about additional traffic on Walnut and  
114 Oak Street. Could the State do a traffic count? Mr. Cronin said we can ask that.

115 Jessica Leppler of 27 Park Street said it's been quiet on her side of Park  
116 Street since the bridge was closed, but she's concerned about Fire and Police  
117 accessing the other side of town when a freighter comes through. There's no  
118 other way to cross the town other than going out to the highway.

119 Jackie Raquel of 31 Park Street said she's thrilled to have the bridge  
120 closed temporarily, but she would like to talk about what taking the bridge out  
121 means. Is it regrading the bridge and making it a crossing, or a cliff on both  
122 sides? Mr. Cronin said we have the same questions.

123 Gina Lahey of 80 Park Street said a few years ago, during the address  
124 and street changes, we were hearing that it was vital for safety for an emergency  
125 vehicle to get over the railroad bridge. She can't imagine not having that access  
126 in case of an emergency.

127 Ms. Belanger said the railroad company wants to do this for a double-  
128 decker. Can we find out the weight difference from one to two? People along the  
129 tracks will be affected by shaking if the train weighs more.

- 130 b. 3rd Reading – No Parking Order 101.2 – Drinkwater Road, Pickpocket Road,  
131 Swasey Parkway

DPW Director Steve Cronin and Police Chief Stephan Poulin were present for the public reading of the ordinance.

Mr. Papakonstantis read the amendment to Chapter 1, Parking Regulations. This would add the following to 101.2, Parking Prohibited on Specific Streets: Drinkwater Road, both sides of the street from High Street to the Town Line; Pickpocket Road, north side of the street for a distance of 450 feet west of Kingston Road; and Swasey Parkway, west side of the street from Newfields Road to the turnaround. "No parking" is already in play for Swasey Parkway and Pickpocket Road, but Drinkwater Road has not been done.

Mr. Cronin said he talked to the Sustainability and Conservation Commission about the concerns. DPW intends to pave Drinkwater Road this summer, but we're not planning to widen or regrade the shoulders. We looked at putting two parallel parking spaces at the Conservation property, which may be possible. We could potentially engage traffic consultants to suggest more ideas.

Chief Poulin said the Police Department is taking a neutral stance on whether we need an amendment or not. We will enforce whatever the town decides. In the last few years there have been two accidents on that road. Speed is an issue. If it is decided that it should be posted, he recommends we do the whole road. Doing a small portion will just move the problem over.

Ms. Belanger asked about the signs that tell you how fast you're driving. Chief Poulin said they cost about \$1,000.

Mr. Papakonstantis asked for public comment.

Keith Whitehouse of Westside Drive said he's concerned about access to the Smith-Page land. We don't want to just move parking in front of someone else's place, but he doesn't know if shutting down an entire road is a solution. There are inviting, wonderful areas on both sides of the road. There should be public access to public lands.

Michelle Crepo of 4 Lexington Ave said she understands that people are parking on the side of the road, but there are similar situations all over town. At Brickyard Pond, people park on both sides of that street and offload children. There are also concerns near Sea Dog on Front Street. Drinkwater has less traffic than these streets. She thinks there could be parking on one side of the street. There is room in some areas for turnouts. She would hate to see a parking ban prevent a better solution in the future.

Mike Waleryszak of 20 Drinkwater Road said he's against the parking ban on the road. In front of his place, he could park 6 cars. The Police stop there often to keep an eye on the traffic. The problem isn't parking, it's the speed. He's witnessed three times the Police have stopped cars in the last few days. Adding a speed sign or something like that could help. The answer is more enforcement and reminders about the speed limit.

Scott Matthews of 18A Drinkwater Road said he doesn't think there's a problem. He would hate to see parking banned and limit opportunities for people in town. It might make the parking situation worse on Gardner Street or others. He's happy to have people park

176 Rick Deckdel of 16 Drinkwater Road said he's opposed to the ban. He  
177 doesn't frequently park on the street but it's nice to have the option.

178 David Loch of 46 Drinkwater Road said going back 3.5 years ago, his  
179 neighbors on either side came with him to the town to talk about the danger of  
180 parking there. It wasn't just him. If you look at the videos and the photographs, it  
181 really is dangerous. It shouldn't be about anything other than public safety.

182 Mr. Papakonstantis brought the discussion back to the Board.

183 Mr. Chartrand said he understands Chief Poulin's point that it should be a  
184 complete ban or none at all. He's intrigued by what Public Works and Bell and  
185 Flynn might be able to do to narrow travel lanes and create a little more space for  
186 folks that are bicycling, running, or walking. He walked Smith-Page with Keith  
187 Whitehouse, which is gorgeous public land and is open for hiking. He'd like to  
188 see us hold up for now on a parking ban to see what our Department Heads can  
189 do to enhance the recreation and wildlife corridor.

190 Ms. Belanger said she agrees. She would like to see DPW put up a  
191 flashing sign, either now or after the road is repaved. She doesn't want to block  
192 off access to the path or the work to be done at the conservation property.

193 Ms. Gilman said she agrees. We've had a lot of input and she  
194 understands the issue. Since we're going to do the repaving, there might be  
195 some work done to slow people down.

196 Mr. Cronin said he'll see if there's an opportunity to work with Bob  
197 Glowacky on public information about traffic issues and safety.

198 Mr. Chartrand said people need to be mindful of other users of the road  
199 and wildlife.

200 **MOTION:** Ms. Belanger moved to add Swasey Parkway west side of the Street from Newfield  
201 Road to the turnaround to the No Parking Order 101.2. Mr. Chartrand seconded. The motion  
202 passed 4-0.

203  
204 **MOTION:** Ms. Belanger moved to add Pickpocket Road North Side 450 feet west of Kingston  
205 Road to the No Parking Order 101.2. Mr. Chartrand seconded. The motion passed 4-0.

206  
207 **MOTION:** Ms. Belanger moved to pause adding Drinkwater Road to Exeter Town Parking  
208 ordinance until such time as Public Works and Public Safety can present a plan to the Select  
209 board. Mr. Chartrand seconded. The motion passed 4-0.

210  
211 c. Tick & Mosquito Programs – Madison Bailey, Health Officer

212 Mr. Dean said Madison Bailey could not be here, so the Board should  
213 table this for next time. Ms. Roy said it was just an update to the program. Mr.  
214 Papakonstantis said that Ms. Bailey's memo noted that Exeter was one of five  
215 communities in NH selected for tick sampling. They will be sent to CDC labs, and  
216 we should get results by spring 2026 to determine which tick-borne illnesses  
217 could be contracted by humans or pets. This program only requires the Health  
218 Officer's time.

d. Water/Sewer Advisory Committee Position Request

Mr. Papakonstantis said this committee was reduced from 7 to 5 members, including 2 voting members of the Select Board. There were 4 resident members. The Executive Committee wants to add an alternate position for longtime volunteer Mr. Moser. Mr. Dean said the term would be April of 2026.

Mr. Papakonstantis asked if we can add an alternate position without going to Town Meeting. Mr. Dean said he believes so but he can follow up on that. The Board tabled this item.

e. 2025 Bond Document Execution

Ms. Belanger read the Bond Resolutions:

*That under and pursuant to the Municipal Finance Act, Chapter 33, N.H.R.S.A., as amended, the New Hampshire Municipal Bond Bank Law, Chapter 35-A, N.H.R.S.A., as amended, and other laws in addition thereto, and to votes of the Issuer duly adopted on March 12, 2024 under Article 4 and on March 11, 2025 under Articles 5 and 6 of the Warrants for such annual meetings of the Issuer there be and hereby is authorized the issuance of a \$19,355,400 bond of the Issuer (the "Bonds") which is being issued by the Issuer for the purposes of (i) current refunding the Issuer's \$3,500,000 bond anticipation note dated August 15, 2024 and maturing on August 15, 2025 which note was issued to finance the costs of new public safety building to hold the Exeter Police Department, and to provide a satellite fire substation and financing additional new money costs of such project (\$17,522,500), (ii) financing repairs to the Linden Street bridge including the reinforcement of bridge abutments and wing-walls, replacing substandard bridge rails, and pavement repairs (\$1,257,900) and (iii) financing the replacement of the fuel island station at the Public Works facility (DPW Complex) including replacing aging equipment and the relocation of the island to accommodate better traffic flow (\$575,000). The Bonds shall be dated as of their date of issuance, shall be in such numbers and denominations as the purchaser shall request, shall mature in accordance with the schedule set forth in Exhibit A to the Loan Agreement hereinafter described (the "Loan Agreement"), shall bear a net interest cost rate (as defined in the Loan Agreement) of five and one quarter percent ( 5.25%) per annum or such lesser amounts as may be determined by a majority of the Board. The Bonds shall be substantially in the form set forth as Exhibit B to the Loan Agreement and otherwise shall be issued in such manner and form as the signatories shall approve by their execution thereof.*

*RESOLVED: That the Bonds shall be sold to the Bond Bank at the par value thereof plus any applicable premium.*

*RESOLVED: That in order to evidence the sale of the Bonds, the Treasurer of Issuer and a member of the Board are authorized and directed to execute, attest and deliver, in the name and on behalf of the Issuer, a Loan Agreement in substantially the form submitted to this meeting, which Loan Agreement is hereby approved, with such changes therein not inconsistent with this vote and approved*

264 *by the officers executing the same on behalf of the Issuer. The approval of such*  
265 *changes by said officers shall be conclusively evidenced by the execution of the*  
266 *Loan Agreement by such officers.*

267 *RESOLVED: That all things heretofore done and all action heretofore taken by*  
268 *the Issuer and its officers and agents in its authorization of the projects to be*  
269 *financed by the Bonds are hereby ratified, approved and confirmed.*

270 *RESOLVED: That the Clerk and the signers of the Bonds are each hereby*  
271 *authorized to take any and all action necessary and convenient to carry out the*  
272 *provisions of this vote, including delivering the Bonds against payment therefor.*

273 *RESOLVED: That the useful lives of the projects being financed are in excess of*  
274 *five (5), ten (10) and twenty (20) years.*

275 **MOTION:** Ms. Belanger moved to adopt the Resolutions set forth in the Authorization of Bonds  
276 and Approval of Loan Agreement with the NH Municipal Bond Bank. Mr. Chartrand seconded.  
277 The motion passed 4-0.

278  
279 10. Regular Business

280 a. Permits & Approvals

281 i. Charitable Exemption for Hero Pups

282 Finance Director Corey Stevens said following the last meeting,  
283 we put the amended articles of incorporation of Hero Pups to our Legal  
284 Counsel. She responded that the amended documents should satisfy the  
285 State Statutes regarding charitable purpose. It technically should have  
286 been done before April 1 for this year but the Board could extend it for  
287 2025 if they so choose.

288 Mr. Papakonstantis asked how much the exemption was for. Mr.  
289 Stevens said it was contingent on a re-evaluation of the property. Mr.  
290 Dean said we were told it represented \$4,400 in taxes. Mr.

291 Papakonstantis proposed approving the exemption without an amount.

292 **MOTION:** Ms. Belanger moved to approve the application for a charitable exemption for 18/3 for  
293 tax year 2025. Mr. Chartrand seconded. The motion passed 4-0.

294  
295 ii. Outdoor Dining Permit Fee Waiver Request – The Inn by the  
296 Bandstand/Ambrose Restaurant

297 Mr. Papakonstantis said the fee for outdoor dining is \$200 per  
298 calendar year. Jamie Lopez of Ambrose Restaurant is requesting a  
299 prorated fee of \$83.35 for 2025. Mr. Lopez, who was present, said in the  
300 fall he invested a great deal of money to put pavers between the buildings  
301 and new asphalt in the back. He asks that the Board consider this and  
302 partially waive the fees. They are not big fees but it's a matter of principle.

303 Ms. Belanger said in the application, it lists the months to do this,  
304 but there's no start or end date. Mr. Lopez said he'd like to use the  
305 outdoor dining space as the weather permits between May and October.  
306 Ms. Belanger said she thinks they need an end date like October 31. Ms.  
307 Roy said she can work with Pam on the application. Ms. Belanger asked



308 what times the outdoor dining would occur. Mr. Lopez said 4 - 9 PM 7  
309 days a week. We seat the last patron at 9 so they would be there until  
310 they finished. Ms. Belanger asked how access would be blocked off. Mr.  
311 Lopez said the section we're looking to use is just the pavers area. Ms.  
312 Belanger said she wants to see no one parking in the employee parking  
313 during the times it's restricted. Mr. Lopez said he's not aware of that being  
314 an issue. We're very clear about parking spaces. Ms. Belanger said she'd  
315 like the restricted hours expanded to better accommodate town  
316 volunteers attending their meetings.

317 Mr. Chartrand said putting dining there is wonderful for the town  
318 and will publicize the restaurant. The egress for our volunteers is vital. Mr.  
319 Lopez said he doesn't plan on obstructing the access.

320 Mr. Chartrand said Mr. Lopez should ask for a permit year-round  
321 so that he can do this weather permitting: from June 1 - December 31.  
322 Ms. Belanger said if he does it through the end of the year, there has to  
323 be snow removal specified. Mr. Chartrand said there won't be outside  
324 dining if there's snow to be removed.

325 Ms. Roy said Fire didn't sign off on the application. Mr. Dean said  
326 they may need to follow up with us.

327 Mr. Papakonstantis said he would like to see this revised with the  
328 exact dates and fee, and with Fire signed off on it, at the next meeting. He  
329 said Mr. Lopez does not have to return.

330 Ms. Gilman said on the application, it talks about lighting and  
331 firepits. Are we anticipating anything like that? Mr. Lopez said lighting, not  
332 firepits. It will probably be an early evening thing because of bugs.

333 Ms. Roy said Ms. McElroy got back to her and said this was a  
334 request for a fee waiver. If the Board decided on the fee waiver, at that  
335 point she would send it around for approval.

336 The Board tabled this matter until the next meeting.

337  
338 iii. Linden Street Bridge Bid Approval

339 DPW Director Steve Cronin said we advertised bids for the Linden  
340 Street bridge repair project, and the Board opened the bids at the April 28  
341 Select Board meeting. There was one bid, from NE Infrastructure. We  
342 were slightly over our appropriation with the base bid so we reduced the  
343 scope: Public Works will have to absorb the cost of bridge rail removal,  
344 final paving, and traffic control. We're able to recommend the bid award to  
345 New England Infrastructure at \$1,350,000, which is in the available  
346 appropriation. Wright-Pierce will provide full-time construction oversight.

347 **MOTION:** Ms. Belanger moved to award a contract to NE Infrastructure Incorporated for the  
348 Linden Street Bridge Repair Project in the amount of \$1,350,000, and to approve a contract  
349 amendment with Wright-Pierce for Construction Phase Engineering Services in the amount of  
350 \$113,934, and to further authorize the Town Manager or their designee to sign the associated  
351 contract documents. Ms. Gilman seconded. The motion passed 4-0.

iv. Great Bay Resource Protection Partnership Stewardship Grant Acceptance

Mr. Dean thanked Conservation & Sustainability Planner Kristen Murphy [who was not present] for getting another grant. Mr. Papakonstantis said he'd like to go back 3 years and see how much Dave Sharples and Kristen Murphy have gotten the town in grant money.

**MOTION:** Ms. Belanger moved to authorize the Town Manager, or their designee, to execute any and all related agreements for acceptance of the 2025 Great Bay Protection Partnership Stewardship grant funding in the amount of \$2,963. Ms. Gilman seconded. The motion passed 4-0.

Ms. Roy said Ms. Murphy received the Coastal Adaptation Work Group Champion Award.

**MOTION:** Ms. Belanger moved to appoint John Delsanto to ZBA as an alternate member, term to expire April 2027. Mr. Chartrand seconded. The motion passed 4-0.

b. Tax Abatements, Veterans Credits and Exemptions

**MOTION:** Ms. Belanger moved to approve an abatement for 110/2/11 in the amount of \$229.80 for tax year 2023. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 110/2/111 in the amount of \$425.25 for tax year 2022. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 110/2/111 in the amount of \$381.15 for tax year 2023. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 111/5/10 in the amount of \$194.21 for tax year 2022. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 111/5/10 in the amount of \$221.39 for tax year 2023. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 111/5/4 in the amount of \$438.27 for tax year 2022. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 111/5/4 in the amount of \$395.17 for tax year 2023. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to approve an abatement for 70/99 in the amount of \$969.56 for tax year 2024. Mr. Chartrand seconded. The motion passed 4-0.

**MOTION:** Ms. Belanger moved to deny abatements for 72/183, 64/105/40, 68/6/513, and 87/8/B-15. Mr. Chartrand seconded. The motion passed 4-0.

396  
397 Mr. Papakonstantis said he asked for more information on the interest  
398 refund for 90/29, but the information was not in the packet. He asked if we can  
399 consider this again on June 16.  
400

401 **MOTION:** Ms. Belanger moved to table the interest refund request for 90/29. Mr. Chartrand  
402 seconded. The motion passed 4-0.  
403

404 c. Town Manager's Report

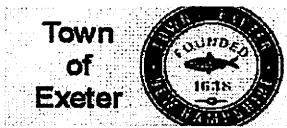
- 405 i. Regarding the Police Station and Fire Substation, value engineering  
406 continues. The design development phase is complete. Dave Sharples  
407 will be updating the board at a future meeting.
- 408 ii. Unitil's gas main work continues on High Street and Water Street.
- 409 iii. Dump Truck 33 has arrived.
- 410 iv. He signed a grant for the Styrofoam Recycler project
- 411 v. Epping Road widening will begin again in June when school lets out.
- 412 vi. The HR Director position has closed.
- 413 vii. The Senior Coordinator position has been filled.
- 414 viii. Webster Ave Forcemain work has started.
- 415 ix. The Westside Drive bid opening is June 16th.

416  
417 d. Select Board Committee Reports

- 418 i. Mr. Chartrand met with Keith Whitehouse at the Smith-Page conservation  
419 area. He also participated in the Memorial Day parade with other Board  
420 members, which was an amazing job by Florence Ruffner and the  
421 Memorial Day Committee. The Facilities Advisory Committee was  
422 scheduled but cancelled; he apologized for not notifying Pam McElroy. He  
423 was at the Transfer Station on May 30 to celebrate the opening of the  
424 Solar Array.
- 425 ii. Ms. Belanger attended a Rec Advisory meeting. Amanda Kelly who has  
426 been working on ADA issues is going to come on July 23. 10 Hampton  
427 Road is slightly over budget but she didn't hear details. Mr. Bisson may  
428 have to come for more funds. Ms. Roy said she talked to Greg and David  
429 today and she thinks we're on budget, but she will look into it again. Ms.  
430 Belanger said Planet Playground is open. Two Parks and Rec interns  
431 started last week. The Rec Advisory Board is excited about the Senior  
432 Coordinator. The ADA van arrived; it's big so they're test-driving it. For  
433 the 250th Celebration, they talked about adding trips to historical sites  
434 next year. One fundraising idea, a beer garden, has been tabled  
435 permanently. There was unanimous support of a town-wide yard sale,  
436 possibly in October. Fundraising bricks are a good opportunity.
- 437 iii. Ms. Gilman said the Heritage Commission talked about next steps on  
438 surveying the town's history. We could go offsite for another meeting. We

439 did a presentation of the Pine Street/Elliot Street historical assessment  
440 with several residents.  
441 iv. Mr. Papakonstantis attended the parade and the solar array event.  
442 Swasey Park Trustees met and discussed the Coastal Resiliency grant,  
443 trees they need to look at, the equipment shed, and electricity.  
444 v. Ms. Gilman gave an update on State issues.  
445  
446 e. Correspondence  
447 i. Three letters presented at the solar array  
448 ii. A memo from the Health Trust on SB 297  
449 iii. An email sent by a resident regarding a Planning Board issue  
450 iv. A letter of thanks from St. Vincent de Paul for a Human Services grant  
451 v. The NHMA Legislative update  
452 11. Review Board Calendar  
453 a. The next meetings are June 16, June 30, July 14, July 28, and Aug 11.  
454  
455 12. Non-Public Session  
456 a. There was no non-public session at this time.  
457  
458 13. Adjournment  
459 **MOTION:** Ms. Belanger moved to adjourn. Ms. Gilman seconded. The motion passed 4-0 and  
460 the meeting was adjourned at 9:12 PM.  
461  
462 Respectfully Submitted,  
463 Joanna Bartell  
464 Recording Secretary  
465  
466  
467  
468

## **Appointments/Resignations**



Pam McElroy <pmcelroy@exeternh.gov>

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## Fwd: 250 Celebration Commission resignation

2 messages

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Kathy Corson <kathykcorson@gmail.com>  
To: Pam McElroy <pmcelroy@exeternh.gov>

Tue, Jun 3, 2025 at 8:27 AM

Here's her resignation.

Kathy Corson  
(603)686-9600

Find my work email at [www.kathykorson.com](http://www.kathykorson.com) or just email me at [Kathy@dustonleddy.com](mailto:Kathy@dustonleddy.com)

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

From: **RM Allen** <rmallennh@gmail.com>  
Date: Mon, Jun 2, 2025, 9:49 AM  
Subject: 250 Celebration Commission resignation  
To: Kathy Corson <kathykcorson@gmail.com>, Julie D. Gilman <jgilman@exeternh.gov>

Hi Kathy and Julie,

I regret to inform you that I have made a difficult decision to leave the town 250 Celebration Commission.

I am happy to continue to partner with the 250 commission on occasion in my capacity as Chapter Regent of the Exeter Daughters of the American Revolution. (My term is 2025-2028)

With deepest regard,  
Renay Allen

---

Pam McElroy <pmcelroy@exeternh.gov>  
To: Kathy Corson <kathykcorson@gmail.com>

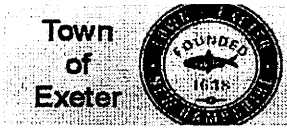
Tue, Jun 3, 2025 at 8:48 AM

Thank you.  
[Quoted text hidden]

--

*Pam McElroy*

**Town of Exeter**  
Senior Executive Assistant, Town Manager's Office  
603-773-6102



Pam McElroy <pmcelroy@exeternh.gov>

---

## Fwd: Request to elevate Dawn Jelley to full voting member of Pairpoint Park Stakeholders Advisory Committee

2 messages

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Niko Papakonstantis <npapakonstantis@exeternh.gov>

Thu, Jun 5, 2025 at 4:10 PM

To: Pam McElroy <pmcelroy@exeternh.gov>, Melissa Roy <mroy@exeternh.gov>

Cc: Russ Dean <rdean@exeternh.gov>, Steven Jones <stevencClarkjones@gmail.com>

For the 6/16 packet.....:

Thanks!!

NP

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

From: **Steven Jones** <stevencClarkjones@gmail.com>

Date: Thu, Jun 5, 2025 at 4:04 PM

Subject: Request to elevate Dawn Jelley to full voting member of Pairpoint Park Stakeholders Advisory Committee

To: Niko Papakonstantis <npapakonstantis@exeternh.gov>

Dear Niko,

In light of David Short's recent resignation from the Pairpoint Park Stakeholders Advisory Committee, I request that the Select Board elevate Dawn Jelley from the role of alternate to the role of committee member with full voting rights.

Please let me know if there are any challenges with this action.

Much appreciated,  
Steve

---

Pam McElroy <pmcelroy@exeternh.gov>

Thu, Jun 5, 2025 at 4:11 PM

To: Niko Papakonstantis <npapakonstantis@exeternh.gov>

Cc: Melissa Roy <mroy@exeternh.gov>, Russ Dean <rdean@exeternh.gov>, Steven Jones <stevencClarkjones@gmail.com>

Thank you. Received.

Pam

[Quoted text hidden]

--

*Pam McElroy*

**Town of Exeter**

Senior Executive Assistant, Town Manager's Office

603-773-6102

## **Discussion/Action Items**



**EXTV Award**



## TOWN OF EXETER, NEW HAMPSHIRE

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# ***Exeter TV Wins National Award for Overall Excellence***

**Exeter, NH - June 10th, 2025:** Exeter TV received the 2025 [Hometown Media Award](#) for Overall Excellence from the Alliance for Community Media Foundation. The awards program was established to honor and promote community media, community radio, and local cable programs that are distributed on Public, Educational and Governmental (PEG) access cable television channels.

The Overall Excellence award recognizes access organizations for their overall operational activities and programming efforts. The award shows that Exeter TV, which operates both public access and government access channels, meets the highest standards in the community media industry. Some of the achievements leading to the award include:

- [Gavel to Gavel coverage](#) of nearly 150 boards, committees, and commissions, allowing residents to stay informed about important decisions taking place with their local government.
- 26 editions of Exeter TV's news magazine show, [The Exeter Biweekly Report](#), airing every other Friday with important news from town departments and committees, updates from local area nonprofits, and important community stories.
- The [Meeting Minutes](#) series which takes hours long meetings and summarizes key points in digestible three to five minute online short videos to make complex government processes more accessible and understandable for the general public

"Exeter TV has always been dedicated to trying to be a great community resource, but we really hit our stride in 2024," says Bob Glowacky, Media Communications Coordinator for the Town of Exeter. He went on to explain how Exeter TV staff worked very hard over the last year to dive deeper into storytelling and high production quality to make content that really connected with residents. Staff saw views and engagement grow over 2024. Committees and town departments started talking about Exeter TV and how the department can help the town's communication needs. It created a lot of extra work for staff as the number of projects increased and the scope of the projects expanded.

"Winning this award just goes to prove that leaning into the creativity of your staff and the local stories in your community is a recipe for success. We're pleased to share this award with the townspeople who make our work possible," said Bob Glowacky.

Each year, nearly one thousand entries are submitted. These entries, or programs, are submitted and evaluated on several factors resulting in over 100 award winners. A panel of over 150 judges from the industry evaluate the entries. Awards are presented to the most creative programs that address community needs, develop diverse community involvement, challenge conventional commercial television formats, and move viewers to experience television in a different way.

"The Hometown Media Awards celebrate both the excellence of work and the diversity of media that appears on community channels being produced around the country. The ACM Foundation is proud of their achievement and of how they represent their communities in their work," said Mike Wassenaar, President & CEO, Alliance for Community Media.

Exeter TV staff head to the Alliance for Community Media's national conference in Boston where they will receive the award alongside other community media leaders from across the country at the Hometown Media Awards ceremony on Wednesday, June 25th, 2025.

For more information about Exeter TV, visit their website at [exeternh.tv](http://exeternh.tv).

About the Alliance for Community Media ([www.allcommunitymedia.org](http://www.allcommunitymedia.org))

Founded in 1979, the Alliance for Community Media is a national, non-profit membership organization committed to ensuring access to electronic media for all people. The Alliance for Community Media carries forth its mission by educating, advocating and acting as a resource for the more than 3,000 Public, Educational and Governmental (PEG) cable channels nationwide.

Contact: Robert Glowacky | [rglowacky@exeternh.gov](mailto:rglowacky@exeternh.gov) | (603) 418-6425 |

## **Tick and Mosquito Programs**





## TOWN OF EXETER, NEW HAMPSHIRE

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### MEMORANDUM

TO: Select Board

DATE: June 16, 2025

FROM: Madison Bailey, Health Officer

RE: Mosquito and Tick Programs

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#### Tick Prevention

The Town of Exeter has been selected as one of five communities in New Hampshire to participate in a statewide tick surveillance initiative, coordinated by the NH Department of Health and Human Services (NHDHHS). Between **June 1 and July 4, 2025**, I will be conducting **tick dragging**—a standard collection method involving 50 drags of 20 meters each—on various public Town properties, such as trails and open spaces.

Collected ticks will be submitted to the Centers for Disease Control and Prevention (CDC) for testing to determine the presence of any **tick-borne diseases** transmissible to humans or pets. Results are expected in **Spring 2026**.

The data gathered from this effort will provide the Health Department with **critical insights into the presence and distribution of disease-carrying ticks** in Exeter. This will help us better **assess the potential public health risks** posed by infected tick populations and will inform any **future strategies or initiatives** aimed at reducing the incidence of **tick-borne illnesses** in our community.

This initiative is **fully supported by NHDHHS**, and there is **no cost to the Town**, as it only requires my time for implementation.

#### Mosquito Prevention

For the second consecutive year, the Town of Exeter is partnering with **Northeast Vegetation & Mosquito Control** to proactively manage mosquito-borne disease risks. Based on historical trends and current conditions, both the vendor and I predict a **high potential for mosquito activity carrying Eastern Equine Encephalitis (EEE)** and other diseases, as we are currently exiting a five-year peak cycle.

During **May**, there was a **notable trend of active mosquito sites**, particularly near the **edges of Town**. The **recent heavy rainfall** has expanded mosquito breeding habitats throughout Exeter. In response, **larvicide treatments** have been applied to active areas to reduce the likelihood of premature mosquito development into flying adult mosquitoes.

In a significant improvement from last year, Northeast is now piloting an **interactive mosquito activity map** that provides real-time data on local mosquito risks. This replaces our previous sole reliance on weekly Thursday reports from DHHS and greatly improves our ability to respond quickly and effectively. The **enhanced reporting** will assist the Health Department in taking timely steps to protect **public health in Exeter**.

### **Resident Advisory**

To support these efforts, we are encouraging all residents to take proactive steps to reduce mosquito populations around their homes by **eliminating standing water**. This includes checking and emptying items such as:

- Children's toys
- Birdbaths
- Buckets
- Tarps
- Planters
- Patio furniture
- Other containers or low-lying areas that collect rainwater

Removing standing water is one of the **most effective ways** to prevent mosquito breeding.

Additionally, **residents interested in exploring mosquito treatment options for their own properties** are welcome to contact the **Exeter Health Department** for guidance and information. We can help assess the situation and discuss available resources or potential treatment options in collaboration with our mosquito control vendor.

## **2024 Year End Financial Report**



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**TO:** SELECT BOARD & RUSSELL DEAN, TOWN MANAGER  
**FROM:** COREY STEVENS, FINANCE DIRECTOR  
**SUBJECT:** BUDGET V. ACTUAL RESULTS (UNAUDITED) AT 12/31/24, COMPARED TO 12/31/23  
**DATE:** JUNE 16, 2025

---

The following are results of operations for 2024 in the General Fund, Water & Sewer Funds, as well as the Cable Access, Recreation, and Ambulance Revolving Funds.

### General Fund Budget vs. Actual Revenue and Expenditures

#### General Fund Revenue

For the budget year ending December 31, 2024, Total General Fund Operating Revenue was \$23.8M, representing 104% of the FY24 overall budget of \$22.86M. By comparison, Total Operating Revenue at December 31, 2023, was \$22.3M representing 105% of the overall FY23 budget.

#### **General Fund Revenues Highlights for Fiscal Year 2024:**

- **Property Tax Revenues**
  - Property tax invoices totaling \$64.5M were issued in FY24 (31.3M in May; \$33.2M in December). The Town's portion of 2024 property taxes equaled \$17.3M, \$2.8M of which was retained by the Tax Increment Financing (TIF) District. 73% of property tax revenue was allocated to the school districts and county in 2024 as follows: Cooperative District \$24.2M; Exeter District \$20.9M; County \$2.1M.
  - As of 12/31/24, 97% of the year's property taxes had been collected, which was in line with the prior year. This equated to an outstanding balance of \$1.86M at year end, which has been reduced to \$602K as of the date of this report.
  - Other components of Property Tax Revenue include:
    - Current Use Tax \$745K, compared to \$60K in FY23 (attributable to Gateway and Rose Farm projects)
    - Interest & Penalties \$103K, compared to \$142K in FY23
    - Other miscellaneous income of \$46K, compared to \$45K in FY23
    - Overlay (\$151K), compared to (\$45K) in FY23
- **Motor Vehicle Revenues:** \$3.5M collected, representing an increase of \$200K (6%) over 2023.
- **Building & Permit Fees:** \$346K collected, representing a decrease of \$224K from 2023. You may recall that 2023 was an active year for building permits with significant projects at Phillips Exeter Academy, and the redevelopment at 131 Portsmouth Ave. Comparative results are below:



TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2024 VS 2023 (UNAUDITED)

Year	Est. Cost of Construction	Fees Collected	New S/F Homes	Total Permits
2024	\$50,213,191	\$346,378	16	933
2023	\$86,727,908	\$570,723	10	1208

- **Other Permits and Fees:** \$139K collected, representing 103% of the annual budget. Results for 2024 were \$69K lower than FY23, due in large part to the year-over-year change in cable revenue allocation to CATV.
- **State Revenue Sharing:** The Town received no revenue sharing in FY24.
- **Meals & Rooms Tax Revenue:** \$1.58M collected from the state, representing 113% of the FY24 budget, and an increase of \$57K over FY23.
- **State Highway Block Grant:** \$317K collected, representing a \$6.6K increase over FY23.
- **Other State Grants:** \$28.9K collected from the State's Radiological Emergency Response Program (RERP). Collections from RERP increased \$10.6K over FY23 due to additional training exercises that took place in Exeter during FY24.
- **Income from Departments:** \$1.06M collected, representing a decrease of \$180K from the prior year. Major contributions to this category include Police Detail and School Resource Officer reimbursements, Insurance reimbursements, Food Service Licensing fees, Blue Bag revenue and Transfer Station Permit fees. Broken down:
  - Income from Departments - \$257K collected, representing a decrease of \$206K from FY23. Significant contributors to this result include declines in Insurance reimbursements of \$100K and Miscellaneous revenue of \$75K, along with various smaller declines.
  - Waste & Refuse Charges - \$801K collected, representing an increase of \$27K over FY23. Blue Bag revenue increased \$20K over the prior year, while all other Public Works revenue increased \$7K.
- **Sale of Town Property:** \$600, down \$4K from FY23 when commemorative plate sales contributed \$1.9K to this line.
- **Interest Income:** \$662K of interest income earned, representing 221% of the annual budget and an increase of \$345K over FY23. The Town continued to benefit from higher interest rates in 2024, even as rates declined through the year.
- **Rental & Miscellaneous Revenues:** \$16.4K booked in FY24, representing a decrease of \$10.6K from the prior year. Income includes: \$7K from the rental of the Historical Society building and various Rec. Dept. permits/rentals; \$2.1K from the NH Charitable Foundation; \$7.3K in Comfort Dog donations. Comfort Dog expenses were \$10K in 2024.
- **Transfers In:** Activity for 2024 includes:
  - EMS Revolving Fund – \$262K of prior year's ending fund balance transferred to General Fund.

- Use of Bond Proceeds - \$94K to pay down the principal balance on outstanding debt obligations.
- Sick Leave Trust - \$43.5K requested from the Trustees of Trust Funds to cover retirement activity in 2024.
- **Use of Fund Balance:** Amount approved by the Select Board for use in setting the 2024 tax rate.

### **General Fund Expenses**

Total General Fund Operating Expenses for FY24 were \$22M, representing 97% of the \$22.8M budget for the year. In addition, another \$80.4K of the operating budget was approved for encumbrance at year-end. These budget v. actual results were consistent with results in FY23. Of the \$797K in unspent General Fund budget, 86% related to wages, tax and benefits in FY24 (approx. half wages and half taxes & benefits). The amount attributable to labor is a decrease of 10% from the prior year and (in part) reflects continued improvement in hiring results during 2024. The town was successful in hiring a Public Works Director at the start of 2024, and the department filled some of its other vacant positions during the year. Budget v. actual results in non-compensation expense lines will vary based on circumstances within individual departments. A discussion of the 2024 highlights and notable variances to budget is below.

### **General Government Group (BOS, TM, HR, Legal, TC, EL)**

- **General Government Group** actual expenditures were \$1.28M for FY24, representing 93% of budget. For comparison, the FY23 budget was 103% spent at year-end.
  - **Select Board** expenses of \$22.8K were 100% of the FY24 budget. The Selectboard budget for FY24 was a \$48K reduction from the prior year, as the FY23 budget carried the cost of an organizational/ management study of town government and administration.
  - **Town Manager** expenses were \$305K, representing 97% of the department budget and a turnback of \$9.5K. Unspent wage and benefit lines (\$7.5K), along with conferences (\$2K) contributed to these results. In 2025, the Town Manager budget has been restructured to include the Assistant Town Manager (previously included in Human Resources due to the dual role).
  - **Human Resources** expenses were \$199K, representing 97% of the department budget. Wage and benefit lines were spent below budget \$8.6K. This was primarily the result of savings from turnover in part-time staffing (\$11.4K) during the year, offset by full-time wages and benefits over budget (\$2.8K). General expense lines were also spent below budget expectation \$1.5K during FY24.
  - **Legal** expenses were \$112K in FY24, resulting in spending over budget expectation of \$12K. As discussed in previous reports, legal costs vary from year to year and are unrestricted by budget limits in general.
  - **Town Clerk** actual expenses were \$352K, which was below budget expectation by \$108K. The timing of replacing two full-time staff members in the department combined with employee benefit elections were the primary cause of these results.

### **Finance Group (Finance, Tax, Assessing and IT)**

- **Finance Group** actual expenditure was \$1.07M, representing 96% of the 2024 budget. These results are consistent with results from the prior year.
  - **Finance/Accounting** expenses were \$366.7K, representing 99% of the budget. Overages in wages and benefits (\$5.5K), and banking fees (\$2.6K) were offset by spending below budget on the annual financial audit, contract services, and education/training (\$9.2K).
  - **Information Technology** expenses were \$313K, representing 91% of the annual budget. Wages, tax and benefits results were \$18K below budget expectations for the year due in large part to health benefit elections among department staff. General expense lines were spent below budget expectations by \$19K, notably: Contract Services, GIS Software, Internet Services and Phone Utilization.
  - **Tax Collection** expenses were \$109K, representing 90% of the budget. In the 3<sup>rd</sup> quarter of 2024, the Town welcomed a new Deputy Tax Collector to the team, resulting in below budget results or \$1.3K for wages and benefits due to the transition. Lack of activity in property deeding and the need for legal services led to below budget spending in these categories of \$10K.

### **Planning, Building Inspection, other Boards and Commissions**

- Actual expenditure for this group was \$561K for FY24, representing 94% of the annual budget. Spending as a percentage of budget increased by 4.5% over FY23. In late 2024 the Planning department was restructured to include Economic Development, and in 2025 results will incorporate this change.
  - **Planning** – Actual spending of \$284.5K, representing 94% of the category budget. Part-Time wages and dental benefits were spent below budget \$4.1K. GIS software, no longer attributable to Planning, was unspent (\$3.5K), as was Grant Matching (\$2.5K).
  - **Inspections/Code Enforcement** – Actual spending of \$264K, representing 94% of the category budget. Wage expense for active staff was largely in line with budget expectations at year-end. The part-time wage line was eliminated for FY24 and replaced with Contracted Services with a budget of \$15K. The intention was to contract for a part-time electrical inspector, however the position remained unfilled during 2024.

### **Economic Development**

- Actual expenditure of \$165K, representing 99% of the FY24 budget, was in line with budget expectations. The Economic Development budget is largely comprised of wages, tax and benefits. General expense lines were spent below budget expectation \$1.5K during the year, primarily from consulting services and office supplies.

### **Police Department**

- Actual department spending was \$4.4M for FY24, representing 99% of the overall Police Department budget for the year. While the department did experience intermittent staff turnover during 2024, overall staffing and operations were stable. As in 2023, union officers were paid a retention bonus in 2024, which was funded using the town's local share of American Rescue Plan Act (ARPA) funds. Notable division results are highlighted below.
  - **Administration** – Actual spending of \$1.1M was slightly over the FY24 budget by \$3K. Wages, tax and benefits in excess of budget \$14.6K were mostly offset by unspent general expense lines of \$11.6K (Computer Maintenance, Equipment and Software).
  - **Staff & Patrol Division(s)** – Combined spending of \$2.8M in FY24, representing 93% of budget. Regular full-time wages for the divisions were \$64K below budget for the year. This resulted from vacant positions as well as employee turnover within the divisions, with new staff hired at entry salaries. These results were offset by overtime and incentive pay over budget by \$52.7K between the divisions. Overtime activity for after-hours community events, casework and surveillance work contributed. Benefit and tax expenses were below budget expectation by \$2.3K.
  - **Communications/Dispatch Division** – Actual spending of \$429K, representing 90% of the division's budget. Similar to 2023, Dispatch had one position that experienced intermittent vacancy throughout 2024. Full-time wages below budget expectation, \$34K, were offset by overtime and staff replacement lines overbudget \$22.4K to fill vacant shifts.

### **Fire Department**

- Actual department expenditure was \$4.3M for FY24, representing 99% of the annual Fire Department budget for the year. Like Police, union firefighters were paid a retention bonus in 2024, using the town's local share of ARPA funds. Notable division results are highlighted below.
  - **Administration** – Actual spending of \$812K was \$8.3K over budget expectation for the year. Retirement contributions related to retiring members put this line over budget \$12K, which was offset by minor savings in other budget lines.
  - **Suppression** – Actual spending of \$3.3M was 98% of the division's budget for 2024. Spending on full-time wages were over budget by \$24K, due primarily to a 27<sup>th</sup> pay date in 2024 for hourly employees that was not budgeted. Vehicle maintenance spending also came in above budget by \$8.6K. However, these overages were more than offset by spending below budget expectation for health insurance of \$43.6K (due to employee benefit elections) and equipment purchases of \$10.3K during the year.
  - **Emergency Management** – No notable variances to budget for FY24.
  - **Health** – No notable variances to budget for FY24.

### **Public Works Department**

- Public Works had actual spending of \$5.36M in FY24, representing 91% of the annual DPW budget. Results were in-line with the prior year (91% spent in FY23 including year-end encumbrances) and many of the same factors contributed to year-over-year performance. Public Works was successful in recruiting for key positions in 2024, notably filling the Department Director and recently created GIS vacancies. That said, many positions remained unfilled during 2024, contributing to the department's budget to actual results for the year. Specific division results are highlighted below.
  - **Administration** – Actual spending of \$380K, representing only 66% of the 2024 budget. As noted, the Director position was filled for all of 2024, and the GIS Coordinator position was filled in August. This left two vacant positions in Administration: Assistant Engineer and Engineering Tech. As a result of vacancies as well as employee health benefit elections, the Wage, Tax and Benefit lines were spent below budget expectation by \$188K in Administration. Spending on general expenses was in line with expectations for the year.
  - **Highways and Streets** – Actual spending of \$1.9M, representing 96% of the division budget. The Highway division was a bright spot in terms of staffing during 2024 as positions remained mostly filled throughout the year. Wage, Tax and Benefit costs were \$9K below budget expectation. Several general expense lines had budget to actual variances worth noting:
    - Storm Drain Cleaning - \$30K unspent as contracted work was performed in-house.
    - Tree Maintenance – Unspent budget of \$38K in 2024.
    - Vehicle Maintenance – Over budget \$14K relating to a major repair to street sweeping equipment.
  - **Snow Removal** – Actual spending of \$320K, representing 102% of the division budget. Although 2024 was a relatively mild winter, several small storms and the Town's reliance on plowing contractors resulted in plowing costs in excess of budget \$55K for the year. This overage was mostly offset by spending below budget on Overtime (\$20K) and snow hauling from downtown (\$25K). Due to the small budget overage at year-end Town Administration elected not to request funds from the Snow & Ice Deficit Fund for 2024.
  - **Stormwater** – Actual spending of \$57K, representing 62% of the 2024 budget for this division. Catch basin replacement did not take place in 2024 resulting in unspent budget of \$28K.
  - **Streetlights** – Actual spending of \$125.5K, representing 74% of the FY24 budget. Energy cost savings were \$37K due in part to final payment on LED lighting in 2024. Maintenance costs were \$5.8K below budget as well.
  - **General Maintenance** – Actual spending of \$535.6K, representing 84% of the budget for this division. An additional \$18.8K was encumbered at year-end for unfinished maintenance projects. DPW was able to fill a vacant Electrician position in October of FY24. However, the 10-month vacancy resulted in Wage spending below budget expectation of \$38K, and another \$38K in benefits and taxes. Contracted Services for cleaning continue to be utilized for Town buildings, resulting in overbudget spending \$15.5K.

- **Building Maintenance** – Public Works is responsible for the maintenance and utilities of buildings and structures owned by the Town. Cost categories include maintenance, electricity, gas, water/sewer, misc./supplies. Below are the combined budget results for all buildings in 2024:

Category	Under/ (Over) Budget	
	2024	2023
Maintenance	\$2,052	(\$3,108)
Electricity	(\$757)	\$2,434
Natural Gas	\$15,149	\$9,036
Water/Sewer	(\$7026)	(\$5,496)
Misc./Supplies	\$11	\$7,755

Misc./Supplies are Train Station costs including the platform lease and liability insurance.

- **Mechanics Garage** – Actual spending of \$214K, representing 71% of the Garage annual budget. The division continued to be down one mechanic during FY24, which contributed to Wage, Tax and Benefit spending below budget expectation by \$83K. The budget for general expense lines was underspent by \$5.1K.

### Welfare

- The Town, in conjunction with local charities, assists residents with heat, electricity, gas, rent, medical, food as well as other miscellaneous expenses during the year. The cost of welfare assistance fluctuates from year to year based on the needs of the community. Actual Welfare spending of \$179K in FY24 was over budget by \$35K, representing a decrease of \$10K from spending in FY23. FY24 was the first year that the Town had a dedicated Welfare Administrator. FY24 Wage lines were increased \$24.5K over FY23 as a result. In addition, the budget for Direct Relief Rent/Hotels (shelter) was increased by \$26K to better reflect the need for temporary housing assistance in the community. While still significant, shelter costs decreased by \$10K from FY23. Below is a detailed comparison of actual expenses in Welfare for the past two years:

	2024	2023	Change
Wage & Taxes	23,176	15,117	8,059
General Admin.	2,979	2,888	91
Assistance - Shelter	128,810	138,919	(10,109)
Assistance - Utilities	14,724	21,819	(7,095)
Assistance - Medical	1,132	5,182	(4,051)
Assistance - Other	8,510	5,632	2,878
<b>Totals</b>	<b>179,331</b>	<b>189,557</b>	<b>(10,226)</b>

The Town is fortunate to receive outside relief from individuals and organizations to help defray the cost of assistance. In 2024, outside relief totaling \$32K came primarily from the Wentworth Trust. This revenue is recorded in the general fund as welfare reimbursements under Income from Departments. Factoring in outside relief, actual Welfare spending was \$3K over budget expectation for FY24 compared to \$69.6K over in FY23.

### **Human Services**

- Actual expenses of \$98.3K represented 100% of the 2024 Human Services budget. Funds in this budget are used to support local non-profit organizations that assist Exeter residents in need. The local non-profits often work closely with the Town's welfare department.

### **Parks & Recreation**

- Actual expenses of \$670.5K represented 97% of the 2024 budget. For comparison, the FY23 budget was 100% spent at year-end.
  - **Recreation** expenses of \$431K were 99% of budget for this division. Wages, Tax and Benefit lines were below budget expectation for a combined \$6K due to staff benefit elections.
  - **Parks** expenses of \$239K were 95% of budget for this division. Wages, Tax and Benefits were \$16K under budget for the year due to staff turnover. These results were slightly offset by general expense lines over budget by \$3.7K, led by fuel costs.

### **Public Library**

- Actual expenses of \$1.19M were \$4.9K in excess of the annual Library budget for 2024. The overage was the result of a 27<sup>th</sup> pay date in 2024 for hourly employees that was unanticipated and therefore unbudgeted during the budget process. Resources to fund the 27<sup>th</sup> pay came from unspent wage lines in other departmental budgets.

### **Debt Service**

- General Fund Debt Service for capital projects was \$2.1M in FY24, an increase of \$562K over FY23. Payments of \$686K on new borrowing related to Westside Drive, Intersection Improvements and Solar Array were offset by retiring debt of \$124K. Debt Service as a percentage of the overall budget was 9.0% in 2024 compared to 7.0% in 2023.

### **Capital Outlay/Leases**

- Actual spending of \$249K, representing 98% of the annual 2024 budget for Capital Outlay. Lease payments related to two Fire vehicles (\$150K), Fire SCBA (\$51K), Police motorcycle (\$2K), and a sidewalk tractor (\$39K) were made during the year. Vehicle fleet tracking software was \$7K in FY24.

### **Payroll Benefits & Taxes**

- Actual spending of \$470K, representing 105% of the FY24 budget. This budget category is primarily comprised of health insurance buyouts, sick leave buyouts, and worker's comp. insurance. Employees electing health insurance buyouts came in below expectation by \$14K in 2024. This is attributable to employees changing their health insurance election at renewal and new employees who elect buyout upon hire. Sick leave buyout is budgeted at \$1 as the General Fund is reimbursed through the Sick Leave Trust for these costs. Sick buyouts were \$43.5K in 2024.

### **General Fund Net Operating Income**

- As a result of the revenue and expense activity detailed above, General Fund Net Operating Income at December 31, 2024, was \$1.74M, compared to \$1.78M at the end of 2023. The projected Unassigned Fund Balance at the end of 2024 was \$5.9M, compared to \$5.2M (actual) in 2023.

### **Warrant Article Appropriations**

- Warrant articles funded through taxation totaling \$125K were approved by voters in March 2024. \$75K was transferred to the Park Improvements Capital Reserve Fund, and \$50K to the ADA Improvement Plan Fund.
- Warrant articles to be paid from fund balance totaling \$451K were also approved by voters in 2024. Planet Playground funds remained unspent at year end as the project did not get underway until this spring. These amounts are shown separately below as they have no impact on net income for the current year.

<b>Warrant Article Appropriations from Fund Balance</b>	
Planet Playground Renovation	297,500
Sick Leave Expendable Trust Fund	100,000
Snow/Ice Deficit Fund	50,000
Swasey Park Trust Fund	3,500
<b>Total</b>	<b><u>\$ 451,000</u></b>



### **Water Fund Budget vs. Actual Revenue and Expenditures**

#### **Water Fund Revenue**

- Water Fund Operating Revenue was \$4.9M for 2024, representing a 20% increase in revenue over 2023. Several factors contributed to results in 2024. In January water rates were increased by 15% based on results of the utility rate study conducted in 2023 and a recommendation from the Water/Sewer Advisory Committee. As part of the study, the Town's utility fees were also modified and, in many cases, increased for the first time in several years. Finally, the charge back to the General Fund for fire hydrant maintenance was increased by \$80K in 2024. Actual revenue results for 2024 are detailed below.
  - Water Consumption Charges – \$3.95M collected, representing an increase of \$569K or 17% over FY23. Again, the increase in water rates, in conjunction with a 1.5% increase in water consumption led to these results.
  - Water Service Charges – \$788K collected, representing a 21% increase over FY23.
  - Water Impact Fees – \$33.5K collected, representing an \$18.5K increase over FY23. Given the update to fees and the fee structure, the sizeable increase in fees collected was anticipated. Utility impact fees are collected on new residential and commercial construction, but not renovations.
  - Other Water Fees – \$172K collected, which was \$105K over FY23 results.

#### **Water Fund Expenses**

- Water Fund Operating Expenses were \$4.07M for FY24, representing 82% of the budget, or \$890K below budget expectation. Nearly 60% (\$516K) of the unspent budget was the result of anticipated Capital Outlay spending that proved unnecessary in 2024. Another \$244K is attributed to Wage, Tax and Benefits spending below expectation. The remaining unspent amount comes from general expense lines in the budget. Notable variances to budget are discussed below.
  - Water Administration – Actual spending of \$421K, representing 78% of the annual Administration budget. \$109K of unspent budget relates to staffing changes and the W/S Assistant Manager position which was vacant until November of 2024. The other \$6.8K of unspent operational lines related to general expenses.
  - Water Billing – Actual spending of \$198.6K, representing 94% of the FY24 Billing budget. Part-time wages were underspent by \$8.5K, similar to 2023. A new part-time staff member was hired in early 2025 and the hours worked have been increased. Results for general expense lines came in \$5.3K below budget, with Audit Fees making up about one-half of this amount.
  - Water Distribution – Actual spending of \$798K, representing 84% of the 2024 budget. The division began the year with three open positions and filled one by the end. As a result, Wage, Tax and Benefits were spent below budget expectation by \$86K. General expense lines were spent below budget \$23K overall, with the notable exception of Building Maintenance being over budget \$19K due to emergency repairs.
  - Water Treatment – Actual spending of \$967K, representing 94% of the budget. One new operator position remained vacant during 2024, resulting in wage, tax and benefits spending

below budget \$40K. General operating expense lines make up the remainder of the unspent Treatment budget, notably: Consulting Services \$30K; Software Agreements \$10K; Lagoon Cleaning \$5K.

- Water Fund Debt Service expense was \$1.6M in 2024, a \$183K increase over FY23. The increase is attributable to first year principal and interest payments of \$232K on water/sewer/drainage improvements on Westside Drive, and groundwater source development, both issued in 2023. New debt was offset by retiring debt and decreases in interest payments totaling \$49K.
- Water Fund Capital Outlay – Actual spending of \$74.7K during the year, representing 13% of the budget for 2024. As noted above, anticipated capital spending proved unnecessary as the year unfolded.

#### **Water Fund Net Income**

- The Water Fund ended 2024 with a Net Operating Income of \$865K. The significant budget to actual variance in Water Capital Outlay was a primary contributor to these results, as was the continued vacancies across all Water divisions.
- Fund Balance – The projected (unaudited) Unassigned Fund Balance for Water Fund at the end of 2024 was \$2.1M, compared to \$1.29M at the end of 2023.

### **Sewer Fund Budget vs. Actual Revenues and Expenditures**

#### **Sewer Fund Revenue**

- Total Sewer Fund Operating Revenue was \$8.7M for FY24, representing a 3% (\$242.5K) increase over FY23. Sewer rates increased by 4% at the start of 2024, as recommended in the 2023 utility rate study. The Town continued to receive a Wastewater Treatment Facility State Aid Grant (SAG) in 2024. SAG amounted to \$1.06M for the year, a decrease of \$15.5K from 2023. We are hopeful that the State will continue to fund SAG to municipalities in its FY26-27 budget being drafted now in Concord. SAG revenue for the Town in FY26 would be \$1.05M. Other factors contributing to the year-over-year increase in revenue are noted below:
  - Sewer Usage Charges – \$6.8M collected, representing a \$321K increase over FY23. The 4% increase in rates, coupled with a 1% increase in consumption led to this result.
  - Sewer Service Charges – \$627K collected compared to \$598K in 2023.
  - Transfers-In – During the year, \$221K of unused bond proceeds from completed sewer projects was transferred into the Sewer Fund to defray principal payments on the associated debt.

#### **Sewer Fund Expenses**

- Sewer Fund Operating Expenses were \$6.8M for FY24, \$685K below budget expectation and an increase of \$119K over 2023. These budget v. actual results are similar to FY23. \$388K, or 57%, of the unspent budget in 2024 were in labor costs. Notable variances to budget within each division are discussed below.
  - Sewer Administration – Actual spending of \$475K, representing 84% of the annual Administration budget. \$109K of unspent budget relates to staffing changes and the W/S Assistant Manager position which was vacant until November of 2024. Wage and benefit lines were offset by spending over budget of \$19.7K on general expenses, in particular the use of third-party vendors to backfill staffing shortages.
  - Sewer Billing – Actual spending of \$192K, representing 92% of the Billing budget. Part-time wages were underspent by \$9.3K. Staff in this division is shared with Water Billing. As noted above, new part-time staff is working more hours which should reduce underspending in 2025. General expense lines spent below budget \$6.5K, led by audit fee reduction of \$2.2K, technology solution \$3.1K, and Office Supplies \$1.2K.
  - Sewer Collection – Actual spending of \$483K, representing 67% of the 2024 budget. Collection shares staff with Water Distribution. As noted above, the division began the year with three open positions and filled one by the end. Wage, Tax and Benefits in Collection was spent below budget expectation by \$157K. General expense lines were spent below budget another \$77K, led by electricity savings of \$15.5K; I/I Abatement \$5K; Manhole Maintenance \$25K; and unspent Road Repair budget of \$10K.
  - Sewer Treatment – Actual spending of \$1.34M, representing 82% of the Treatment budget for 2024. The division began the year with one open position for Sr. Operator, and ended with two, including Operations Supervisor. As a result, Wage, Tax and Benefits lines were

underspent by \$111K at year-end. General expense lines were spent below budget \$165K, notably in Chemicals \$44K, Utilities \$52K, and Solids Handling \$57K.

- Sewer Fund Debt Service expense was \$4.18M in 2024, a decrease of \$26.7K from the prior year. New debt service related to Westside Dive and Court Street Pump Station of \$131K was offset by retired debt on Portsmouth Ave. Sewer Lines and decreases in interest payments totaling \$158K.
- Sewer Fund Capital Outlay – Actual spending of \$128K, representing 75% of the annual Capital Outlay budget. Equipment and vehicle purchases were below budget expectation \$23K and the budget for capital leases was \$20K greater than the actual need.

### **Sewer Fund Net Income**

- Sewer Fund Net Operating Income for 2024 was \$1.9M, compared to \$1.8M in 2023. As noted in the introduction, state aid of \$1.06M in 2024 continued to contribute heavily to the Fund's annual operating results. Unspent budget lines totaling \$685K were an improvement of \$118K over the prior year, but does illustrate the continued struggle to fill vacant positions within sewer operations. Continuance of state aid grants in 2025 is something we are watching closely. If removed from year-end results, Sewer Fund Net Income would have been \$857K for FY24.
- Fund Balance – The projected (unaudited) Unassigned Fund Balance for Sewer Fund at the end of 2024 was \$6.5M, compared to \$4.7M at the end of 2024.

### **Water/ Sewer Fund Accounts Receivable**

The overall increase of 7% in outstanding receivables at year end can be explained in part by the increase in water and sewer rates implemented at the beginning of 2024. The increase in outstanding accounts over 90 days is noteworthy, and something that we continue to monitor.

**Revolving Funds - Budget vs. Actual Revenues and Expenses**

**Cable Television Revolving Fund (“CATV”)**

- Total Franchise Fee Revenue allocated to CATV was \$127K for FY24, compared to \$138K in FY23. Based on operating results, an additional \$58K in franchise fees was transferred from General Fund to CATV at year-end to meet operating and capital outlay requirements of the Fund. The CATV financial report reflects this transfer.
- CATV Wages, Tax and Benefits – Actual expenses of \$141K, representing 87% of the annual compensation budget. CATV is comprised of two part-time and one full-time staff and an allocation of one-half of the Media Coordinator’s full-time salary. Staff turnover during the year led to these results.
- CATV General Expenses – Actual expenses of \$19.7K, representing 47% of the General Expenses budget and a decrease of \$9.6K from 2023. General Expenses include costs to run channels 22 and 98, contracted and legal services, capital outlay, internet services, software and equipment maintenance. Across the board spending on General Expense lines was held below budget expectations to minimize the overall budget deficit.
- Operating Results – As a result of operations, the CATV fund balance grew by \$24.5K in 2024, bringing the total balance to \$171K at year-end. Fund balance has been allowed to grow in anticipation of a significant capital outlay for equipment replacement in the next couple of years.

**Recreation Revolving Fund**

- Interest in the Town’s Recreation Dept. offerings continued to increase in 2024. Participation in summer camps and Town sports grew, as did attendance at the Powder Keg festival, the department’s signature event. Total Recreation Revolving Fund Revenue for 2024 was \$908K, compared to \$718K in FY23. This was a 26% increase year-over-year. Revenue is generally broken into two categories, Programs/Events and Impact Fees. Program/Events revenue for 2024 was \$877K, compared to \$699K in the prior year. Impact Fee revenue was \$22K for the year, which represented a 17% increase over FY23. Also, in FY24 the Recreation Fund recognized \$8.7K in donations which directly offset senior programing expenses. Notable revenue contributions include the following:
  - Program Revenue – \$142K increase over FY23. 40 additional campers in FY24; increased participation in soccer, T-ball and basketball assisted in these results.
  - Special Events – \$14K increase over FY23. Powder Keg Festival added more sponsors in FY24, in addition to selling out.
  - Trip Revenue – \$8K increase over FY23. Trip participation continues to grow.
  - Sponsorship Revenue was \$22K in FY24, representing a decline of \$7.5K from the previous year. There was at least one less sponsor in FY24.

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2024 VS 2023 (UNAUDITED)

- The increased participation in recreation programming led to corresponding increases in many of the Fund's expense lines, in particular labor. Rec. Revolving Fund total expenses for FY24 were \$805K, an 11% increase over FY23. Expenses for the Fund are broken between Wages, Taxes and Benefits, and General Expenses.
  - Wages, taxes, and benefits were \$338.9K for FY24, an increase of \$73K over the prior year. The department hired more camp counselors, concession stand attendants, and referees during 2024, in addition to being fully staffed with lifeguards during the summer.
  - General Expenses were \$444K, representing 130% of the FY24 budget, and an increase of \$37.6K over FY23. General expenses support Recreation programming and events and include pool supplies/maintenance, utilities, marketing, and costs to run the various programs mentioned above. Notable General Expense results are discussed below:
    - Pool Food Supplies – 122%, or \$4.8K above budget and in line with FY23 spending. The department changed food suppliers during the past year, seeking to streamline their procurement process and reduce plastic waste.
    - Pool Maintenance – 135%, or \$6K above budget, and 11% higher than costs in FY23. The increased costs are attributed to the age of the pool and cost of repairs.
    - Pool Supplies – 171%, or \$14K above budget and \$12.6K over FY23 expenses. The Rec. Director cited a change in approach to maintaining the pool and an increase in chemical costs, particularly chlorine, as contributing factors.
    - Rec. Programs – 2024 program costs exceeded budget expectation by \$49K, and prior year costs by \$20.7K. This increase in cost over prior year is not surprising considering the increased participation and associated program revenue cited above.
    - Special Events – The cost for the department to hold various community events during the year was \$89K, compared to \$94K in 2023. Below is a breakdown of the cost per event (excluding staff wages) paid through the Special Events budget:

Powder Keg Festival	77,626
Tune & Fork Music Series	3,854
Sweetheart Dance	1,173
Halloween Parade	2,198
Senior BBQ	948
Other	3,163
	<hr/>
	88,961

Special Events revenue was \$133K in 2024.

- Capital Outlay – expenditures of \$22K in FY24 were a reduction of \$30K from the prior year. In 2023 significant one-time repairs were made to the tennis courts. During 2024 the Town invested in automated equipment for grounds mowing and playing field line painting. However, these purchases were financed over 48 and 72 months respectively.

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2024 VS 2023 (UNAUDITED)

**Net Income:** The Recreation Revolving Fund produced net income of \$103K in 2024, compared to a loss of \$5.9K in 2023. Strong participation by the community in the Town’s program offerings led to better-than-expected revenue results. Operational expenses increased modestly year over year when compared to revenue growth. As a result, the anticipated Rec. Revolving fund balance at 12/31/24 breaks down as follows:

	Recreation Activities	Impact Fees	KWM Fund	Unassigned Fund Bal.
Beginning Fund Balance 1/1/24	162,988	55,176	2,417	220,581
Net Income/(Deficit)	80,786	22,407	2	103,195
Ending Fund Balance 12/31/24	<u>\$ 243,774</u>	<u>\$ 77,583</u>	<u>\$ 2,419</u>	<u>\$ 323,776</u>
10 Hampton Commitments	(97,000)	(36,000)	-	(133,000)
Adjusted Ending Balances	<u>146,774</u>	<u>41,583</u>	<u>2,419</u>	<u>190,776</u>

### **EMS Revolving Fund**

- The Fire Department’s EMS division continues to see an increase in calls for service. In 2024, the Fire Department encountered 2,630 patients compared to 2,461 in 2023. Further, based on comparable rates from the surrounding area, the Select Board supported an increase in Exeter’s ambulance billing rates in April 2023. Notable division highlights are below:
  - Ambulance Revenue for 2024 increased \$109K or 15% over 2023. This was the second year in a row that the service has seen a significant increase in revenue. As noted, the increase in billing rates in conjunction with an increase in call volume led to these results.
  - Ambulance Expenses in 2024 were up 27% over 2023 but remained in line with budget expectations for the year. The budget for personnel costs in 2024 increased by \$82K over 2023. This was due to a reallocation of overtime wages between the Fire Suppression Division budget (General Fund) and EMS Revolving Fund to account for the greater need within the EMS service. General Expenses of \$207K were 100% of budget expectation for FY24. Overspending on Vehicle Maintenance (\$6.8K) was offset by spending below budget on Physicals and Training (\$8.4K).
  - Forecasted Ambulance Revenue was reduced slightly for 2025 to \$794K.
- 2024 EMS Revolving Fund Net Income was \$362K versus \$358K in 2023. The increase in call volume and related revenue was largely offset by labor costs to meet ambulance run demands. The Net Income results are before transfers out to the General Fund of \$261.6K during 2024. The EMS Fund typically transfers 95% of the Fund’s balance to the General Fund each year. However, for FY24 the transfer was held to the same amount as FY23 due to upcoming costs the Fund will incur to replace the public safety communications console. As a result of the Fund’s performance, Unassigned Fund Balance for EMS Revolving Fund as of 12/31/24 is projected below:

TOWN OF EXETER – BVA REVENUE & EXPENDITURES 2024 VS 2023 (UNAUDITED)

**Ambulance Revolving Fund**

<b>Fund Balance at 1/1/2024</b>	372,250
Transfer to General Fund in 2024	(261,569)
2024 Net Income from EMS Operations	<u>362,270</u>
<b>Fund Balance at 12/31/2024</b>	<b>472,951</b>
Contribution to Communications Console	<u>(151,000)</u>
<b>Remaining Fund Balance</b>	<b>321,951 *</b>

*\* 95% or \$305,800 of the balance to be transferred to the General Fund in early 2025.*



**Town of Exeter**  
**General Fund Operating Revenue (unaudited)**  
**As of December 31, 2024 and 2023**

Source	Current Year 2024 Budget vs Actual				Prior Year 2023 Budget vs Actual				Comparison of Actuals	
	2024 Budget	Actual Revenue 12/31/24	\$ Budget Variance Over /(Under)	Actual as a % of Budget	2023 Budget	Actual Revenue 12/31/23	\$ Budget Variance Over /(Under)	Actual as a % of Budget	2024 vs 2023 \$ Variance	2024 vs 2023 % Variance
Property Tax Revenue	\$ 15,030,617	\$ 15,142,704	\$ 112,087	101%	\$ 13,473,899	\$ 13,966,816	\$ 492,917	104%	\$ 1,175,888	8%
Motor Vehicle Permit Fees	3,250,000	3,502,259	252,259	108%	3,150,000	3,301,939	151,939	105%	\$ 200,320	6%
Building Permits & Fees	350,000	346,378	(3,622)	99%	550,000	570,723	20,723	104%	\$ (224,345)	-39%
Other Permits and Fees	135,500	138,971	3,471	103%	138,000	208,206	70,206	151%	\$ (69,235)	-33%
Meals & Rooms Tax Revenue	1,400,000	1,582,651	182,651	113%	1,525,873	1,525,873	-	100%	\$ 56,778	4%
State Highway Block Grant	310,825	317,497	6,672	102%	310,864	310,825	(39)	100%	\$ 6,672	2%
FEMA	-	14,261	14,261		-	3,046	3,046		\$ 11,215	368%
Other State Grants/Reimbursments	25,000	28,870	3,870	115%	28,640	19,637	(9,003)	69%	\$ 9,233	47%
Income from Departments	1,152,750	1,058,324	(94,426)	92%	1,162,800	1,238,154	257,254	106%	\$ (179,830)	-15%
Sale of Town Property	1,250	615	(635)	49%	4,700	4,705	5	100%	(4,090)	-87%
Interest Income	300,000	662,158	362,158	221%	245,000	316,681	71,681	129%	345,477	109%
Rental & Misc Revenues	43,350	16,367	(26,983)	38%	31,350	27,054	(4,296)	86%	(10,687)	-40%
Revenue Transfers In/Out	261,570	399,113	137,543	153%	366,570	517,185	150,615	141%	(118,072)	-23%
Use of Fund Balance	600,000	600,000	-	100%	300,000	300,000	-	100%	\$ 300,000	100%
<b>Total General Fund Operating Revenue</b>	<b>\$ 22,860,862</b>	<b>\$ 23,810,168</b>	<b>\$ 949,306</b>	<b>104%</b>	<b>\$ 21,287,696</b>	<b>\$ 22,310,844</b>	<b>\$ 1,205,048</b>	<b>105%</b>	<b>\$ 1,499,324</b>	<b>7%</b>

Town of Exeter										
General Fund Operating Expenses (unaudited)										
As of December 31, 2024 and 2023										
	Current Year 2024 Budget vs Actual				Prior Year 2023 Budget vs Actual				Comparison of Actuals	
	2024 Budget	Actual Expenses 12/31/24	\$ Budget Variance Under /(Over)	% Spent	2023 Budget	Actual Expenses 12/31/23	\$ Budget Variance Under /(Over)	% Spent	2024 vs 2023 \$ Variance	2024 vs 2023 % Variance
Department										
Total General Government	\$ 1,379,077	\$ 1,282,576	\$ 96,501	93%	\$ 1,109,422	\$ 1,137,677	\$ (28,255)	103%	144,899	13%
Total Finance	1,116,581	1,066,592	49,989	96%	1,049,285	999,417	49,868	95%	67,175	7%
Total Planning & Building	597,963	561,381	36,582	94%	590,311	532,474	57,837	90%	28,907	5%
Total Economic Development	167,860	165,511	2,349	99%	160,926	159,555	1,371	99%	5,956	4%
Total Police	4,430,392	4,365,852	64,540	99%	4,146,960	4,124,924	22,036	99%	240,928	6%
Total Fire	4,365,129	4,304,593	60,536	99%	4,245,430	4,212,728	32,702	99%	91,865	2%
Total Public Works	5,882,586	5,365,449	517,137	91%	5,814,629	5,138,313	676,316	88%	227,136	4%
Total Welfare	144,094	179,331	(35,237)	124%	84,978	189,556	(104,578)	223%	(10,225)	-5%
Total Human Services	98,325	98,325	-	100%	98,610	98,610	-	100%	(285)	0%
Total Parks & Recreation	688,829	670,503	18,326	97%	621,726	618,697	3,029	100%	51,806	8%
Total Other Culture/Recreation	34,500	34,107	393	99%	34,000	33,735	265	99%	372	1%
Total Library	1,185,689	1,190,669	(4,980)	100%	1,172,320	1,099,877	72,443	94%	90,792	8%
Total Debt Service	2,069,272	2,059,658	9,614	100%	1,497,588	1,497,586	2	100%	562,072	38%
Total Capital Outlay & Leases	254,983	249,576	5,407	98%	236,173	206,507	29,666	87%	43,069	21%
Payroll Benefits & Taxes	445,582	469,769	(24,187)	105%	425,338	482,329	(56,991)	113%	(12,560)	-3%
Total General Fund Operating Expenses	\$ 22,860,862	\$ 22,063,892	\$ 796,970	97%	\$ 21,287,696	\$ 20,531,985	\$ 755,711	96%	\$ 1,531,907	7%
Net Operating Income/ (Deficit)	\$ -	\$ 1,746,276	\$ 1,746,276		\$ -	\$ 1,778,859	\$ 1,960,759		(32,583)	-2%
(LESS) EOY Approved Encumbrances	\$ 80,445				\$ 136,573					
(LESS) Appropriations Voted from Taxation										
Parks Improvement Capital Reserve Fund	75,000	75,000	-	100%						
ADA Improvement Plan	50,000	50,000	-	100%						
Total Appropriations Voted from Taxation	\$ 125,000	\$ 125,000	\$ -							
Net Income/ (Deficit)	\$ 1,540,831									

**Town of Exeter**  
**Analysis of Property Tax/Liens Receivable**  
**As of December 31, 2024 and 2023**

<u>Type</u>	<u>Bill Year</u>	<u>Balance Outstanding as of 12/31/24</u>	<u>Balance Outstanding as of 12/31/23</u>	<u>\$ Change</u>	<u>2024 % Change</u>
Lien	2015 & prior	15,131	17,717	(2,586)	(15)%
Lien	2016	12,543	13,617	(1,074)	(8)%
Lien	2017	15,178	15,178	-	0%
Lien	2018	17,427	17,427	-	0%
Lien	2019	15,378	16,543	(1,165)	(7)%
Lien	2020	22,397	29,038	(6,641)	(23)%
Lien	2021	57,130	167,938	(110,808)	(66)%
Lien	2022	154,066	238,145	(84,079)	(35)%
Lien	2023	288,149	1,635,943	(1,347,794)	(82)%
<b>Subtotal</b>		<b>\$ 597,399</b>	<b>\$ 2,151,546</b>	<b>\$ (1,554,147)</b>	<b>(72)%</b>
<b>Tax</b>	<b>2024</b>	<b>\$ 1,863,705</b>	<b>\$ -</b>	<b>\$ 1,863,705</b>	<b>N/A</b>
<b>Grand Total</b>		<b>\$ 2,461,104</b>	<b>\$ 2,151,546</b>	<b>\$ 309,558</b>	<b>14%</b>

2024 property taxes were 97% collected as of 12/31/2024. This is consistent with collections at year end over the past few years. Older receivable balances continue to be collected, and the Town is proactively implementing payment plan agreements with taxpayers having older outstanding balances.

Town of Exeter

Water Fund Revenues & Expenses (unaudited)

As of December 31, 2024 and 2023

	2024 Budget vs Actual				2023 Budget vs Actual				Comparison of Actuals	
	2024 Budget	Actual Revenue 12/31/24	\$ Budget Variance Over /(Under)	% Collected	2023 Budget	Actual Revenue 12/31/23	\$ Budget Variance Over /(Under)	% Collected	2024 vs 2023 \$ Variance	2024 vs 2023 % Variance
Water Fund Revenues										
Total Water Fund Operating Revenues	\$ 4,962,773	\$ 4,938,244	\$ (24,529)	100%	\$ 4,549,370	\$ 4,138,452	\$ (410,918)	91%	\$ 831,177	20%
	2024 Budget vs Actual				2023 Budget vs Actual				Comparison of Actuals	
	2024 Budget	Actual Expenses 12/31/24	\$ Budget Variance Under /(Over)	% Spent	2023 Budget	Actual Expenses 12/31/23	\$ Budget Variance Under /(Over)	% Spent	2024 vs 2023 \$ Variance	2024 vs 2023 % Variance
Water Fund Expenditures										
Water Administration	\$ 537,491	\$ 420,791	\$ 116,700	78%	\$ 506,236	\$ 427,020	\$ 79,216	84%	\$ (6,229)	-1%
Water Billing	\$ 211,744	\$ 198,663	\$ 13,081	94%	\$ 195,192	\$ 172,778	\$ 22,414	89%	\$ 25,885	15%
Water Distribution	\$ 954,024	\$ 798,138	\$ 155,886	84%	\$ 1,006,555	\$ 771,061	\$ 235,494	77%	\$ 27,077	4%
Water Treatment	\$ 1,028,751	\$ 967,063	\$ 61,688	94%	\$ 933,759	\$ 902,565	\$ 31,194	97%	\$ 64,498	7%
Water Fund Debt Service	\$ 1,640,513	\$ 1,613,896	\$ 26,617	98%	\$ 1,431,038	\$ 1,431,038	\$ -	100%	\$ 182,858	13%
Water Fund Capital Outlay	\$ 590,250	\$ 74,691	\$ 515,559	13%	\$ 476,590	\$ 476,590	\$ -	100%	\$ (401,899)	-84%
Total Water Fund Operating Expenses	\$ 4,962,773	\$ 4,073,242	\$ 889,531	82%	\$ 4,549,370	\$ 4,181,052	\$ 368,318	92%	\$ (107,810)	-3%
Net Operating Income/(Deficit)	\$ -	\$ 865,002	\$ 865,002		\$ -	\$ (42,600)	\$ (42,600)		907,602	
(LESS) Approved Encumbrances		\$ 45,769				\$ 46,222				
Net Income/ (Deficit)		\$ 819,233				\$ (88,822)				

Town of Exeter

Sewer Fund Revenues & Expenses (unaudited)

As of December 31, 2024 and 2023

	2024 Budget vs Actual				2023 Budget vs Actual				Comparison of Actuals	
	2024 Budget	Actual Revenue 12/31/24	\$ Budget Variance Over /(Under)	% Collected	2023 Budget	Actual Revenue 12/31/23	\$ Budget Variance Over /(Under)	% Collected	2024 vs 2023 \$ Variance	2024 vs 2023 % Variance
Sewer Fund Revenues										
State Grant Revenue	\$ 1,063,381	\$ 1,063,381	\$ -	100%	\$ 1,078,909	\$ 1,078,909	\$ -	100%	\$ (15,528)	-1%
Sewer Fund Revenues	\$ 6,427,049	\$ 7,662,634	\$ 1,235,585	119%	\$ 6,353,392	\$ 7,404,529	\$ 1,051,137	117%	\$ 258,105	3%
Total Sewer Fund Operating Revenues	\$ 7,490,430	\$ 8,726,015	\$ 1,235,585	116%	\$ 7,432,301	\$ 8,483,438	\$ 1,051,137	114%	\$ 242,577	3%
	2024 Budget vs Actual				2023 Budget vs Actual				Comparison of Actuals	
	2024 Budget	Actual Expenses 12/31/24	\$ Budget Variance Under /(Over)	% Spent	2023 Budget	Actual Expenses 12/31/23	\$ Budget Variance Under /(Over)	% Spent	2024 vs 2023 \$ Variance	2024 vs 2023 % Variance
Sewer Fund Expenditures										
Sewer Administration Expense	\$ 566,755	\$ 475,501	\$ 91,254	84%	\$ 515,471	\$ 454,683	\$ 60,788	88%	\$ 20,818	5%
Sewer Billing Expense	\$ 208,169	\$ 192,175	\$ 15,994	92%	\$ 191,614	\$ 168,478	\$ 23,136	88%	\$ 23,697	14%
Sewer Collection Expense	\$ 717,012	\$ 482,946	\$ 234,066	67%	\$ 810,564	\$ 522,772	\$ 287,792	64%	\$ (39,826)	-8%
Sewer Treatment Expense	\$ 1,635,020	\$ 1,343,796	\$ 291,224	82%	\$ 1,639,663	\$ 1,282,092	\$ 357,571	78%	\$ 61,704	5%
Sewer Fund Debt Service Expense	\$ 4,192,568	\$ 4,182,958	\$ 9,610	100%	\$ 4,209,659	\$ 4,209,659	\$ -	100%	\$ (26,701)	-1%
Sewer Fund Capital Outlay Expense	\$ 170,906	\$ 127,899	\$ 43,007	75%	\$ 65,330	\$ 48,949	\$ 16,381	75%	\$ 78,950	161%
Total Sewer Fund Operating Expenses	\$ 7,490,430	\$ 6,805,275	\$ 685,155	91%	\$ 7,432,301	\$ 6,686,633	\$ 745,668	90%	\$ 118,642	2%
Net Operating Income/(Deficit)	\$ -	\$ 1,920,740	\$ 1,920,740		\$ -	\$ 1,796,805	\$ 1,796,805		\$ 123,935	7%
(LESS) Approved Encumbrances		\$ 15,991				\$ 49,845				
Net Income/(Deficit)		\$ 1,904,749				\$ 1,746,960				

**Town of Exeter**

**Accounts Receivable Aging Summary - Water & Sewer**

**As of December 31, 2024 and 2023**

	<u>Current</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>Over 90 Days</u>	<u>Total</u>
As of 12/31/24	\$ 881,260	\$ 293,824	\$ 47,428	\$ 164,061	\$ 1,386,573
Percent Outstanding	64%	21%	3%	12%	100%
As of 12/31/23	\$ 815,033	\$ 363,776	\$ 40,969	\$ 74,309	\$ 1,294,087
Percent Outstanding	63%	28%	3%	6%	100%
Increase/(Decrease)	\$ 66,227	\$ (69,952)	\$ 6,459	\$ 89,752	\$ 92,486
% Increase/(Decrease)	8%	-19%	16%	121%	7%

**Town of Exeter**

**CATV Revolving Fund - Revenue & Expenses (unaudited)**

**As of December 31, 2024 and 2023**

	2024 Budget vs Actual				2023 Budget vs Actual				Comparison of Actuals	
	2024 Budget	Actual 12/31/24	\$ Variance	% Variance	2023 Budget	Actual 12/31/23	\$ Variance	% Variance	2024 vs 2023 \$ Variance	2024 vs 2023 % Variance
<b>CATV Revenues</b>										
Cable Franchise Fees	\$ 212,200	\$ 127,253	\$ (84,947)	60%	\$ 210,000	\$ 138,279	\$ (71,721)	66%	\$ (11,026)	-8%
Tech/AV Service Fees		\$ 640	\$ 640	100%		\$ 480	\$ 480	100%	\$ 160	33%
Transfer In from General Fund		\$ 58,103	\$ 58,103	100%		\$ 46,026	\$ 46,026	100%	\$ 12,077	26%
<b>Total CATV Revenues</b>	<b>\$ 212,200</b>	<b>\$ 185,996</b>	<b>\$ (26,204)</b>	<b>88%</b>	<b>\$ 210,000</b>	<b>\$ 184,785</b>	<b>\$ (25,215)</b>	<b>88%</b>	<b>\$ 1,211</b>	<b>1%</b>
<b>CATV Expenses</b>										
Wages, Taxes & Benefits	\$ 163,504	\$ 141,614	\$ 21,890	87%	\$ 147,668	\$ 145,816	\$ 1,851	99%	\$ (4,202)	-3%
General Expenses	\$ 41,990	\$ 19,720	\$ 22,270	47%	\$ 43,373	\$ 29,304	\$ 14,069	68%	\$ (9,584)	-33%
<b>Total CATV Expenses</b>	<b>\$ 205,494</b>	<b>\$ 161,334</b>	<b>\$ 44,160</b>	<b>79%</b>	<b>\$ 191,041</b>	<b>\$ 175,120</b>	<b>\$ 15,921</b>	<b>92%</b>	<b>\$ (13,786)</b>	<b>-8%</b>
<b>Net Income/(Deficit)</b>	<b>\$ 6,706</b>	<b>\$ 24,662</b>	<b>\$ 17,956</b>		<b>\$ 18,959</b>	<b>\$ 9,665</b>	<b>\$ (9,294)</b>	<b>51%</b>	<b>\$ 14,996</b>	

<b>Town of Exeter</b> <b>Recreation Revolving Fund Revenues &amp; Expenses (unaudited)</b> <b>As of December 31, 2024 and 2023</b>											
	<b>2024 Budget vs Actual</b>				<b>2023 Budget vs Actual</b>				<b>Comparison of Actuals</b>		
	<b>2024 Budget</b>	<b>Actual 12/31/24</b>	<b>\$ Variance</b>	<b>% Variance</b>	<b>2023 Budget</b>	<b>Actuals 12/31/23</b>	<b>\$ Variance</b>	<b>% Variance</b>	<b>2024 vs 2023 \$ Variance</b>	<b>2024 vs 2023 % Variance</b>	
<b>Total Rec. Revolving Revenue</b>	<b>\$ 675,000</b>	<b>\$ 908,291</b>	<b>\$ 233,291</b>	<b>135%</b>	<b>\$ 637,000</b>	<b>\$ 718,349</b>	<b>\$ 81,349</b>	<b>113%</b>	<b>\$ 189,943</b>	<b>26%</b>	
<b>Wages, Taxes &amp; Benefits</b>	<b>\$ 267,863</b>	<b>\$ 338,866</b>	<b>\$ (71,003)</b>	<b>127%</b>	<b>\$ 254,129</b>	<b>\$ 265,593</b>	<b>\$ (11,464)</b>	<b>105%</b>	<b>\$ 73,273</b>	<b>28%</b>	
<b>General Expenses</b>	<b>\$ 341,750</b>	<b>\$ 444,170</b>	<b>\$ (102,420)</b>	<b>130%</b>	<b>\$ 332,350</b>	<b>\$ 406,521</b>	<b>\$ (74,171)</b>	<b>122%</b>	<b>\$ 37,649</b>	<b>9%</b>	
<b>Capital Outlay</b>	<b>\$ 15,000</b>	<b>\$ 22,060</b>	<b>\$ (7,060)</b>	<b>147%</b>	<b>\$ 15,000</b>	<b>\$ 52,192</b>	<b>\$ (37,192)</b>	<b>348%</b>	<b>\$ (30,132)</b>	<b>-58%</b>	
<b>Total Rec. Revolving Expenses</b>	<b>\$ 624,613</b>	<b>\$ 805,096</b>	<b>\$ (180,483)</b>	<b>129%</b>	<b>\$ 601,479</b>	<b>\$ 724,306</b>	<b>\$ (122,827)</b>	<b>120%</b>	<b>\$ 80,790</b>	<b>11%</b>	
<b>Net Income/(Deficit)</b>	<b>\$ 50,387</b>	<b>\$ 103,195</b>	<b>\$ 52,808</b>		<b>\$ 35,521</b>	<b>\$ (5,957)</b>	<b>\$ (41,478)</b>		<b>\$ 109,152</b>		



**Town of Exeter**  
**Ambulance Revolving Fund - Revenues & Expenses (unaudited)**  
**As of December 31, 2024 and 2023**

[illegible]

## **Tax Abatements, Veteran's Credits & Exemptions**

## List for Select Board meeting June 16, 2025

### Abatements

Map/Lot/Unit	Location	Amount	Tax Year
69/3/310	61 Acadia Ln #310	238.39	2024
73/49/76	156 Front St #416	denial	2024
55/9	3 Colcord Pond Dr	denial	2024
74/45	2 Silvio Dr	450.09	2024
95/64/137	6 Morton St	314.88	2024
110/2/73	106 Winding River	144.37	2023
111/5/6	6 Green Gate	304.46	2024
111/5/6	6 Green Gate	411.99	2023
111/5/6	6 Green Gate	396.28	2022
111/5/8	8 Green Gate	292.09	2020
111/5/8	8 Green Gate	289.57	2021
111/5/8	8 Green Gate	367.94	2022
111/5/8	8 Green Gate	319.48	2023
111/5/8	8 Green Gate	278.05	2024
95/64/331	72 Hilton Ave	627.99	2024
111/5/1B	1B Green Gate	113.22	2023
111/5/1B	1B Green Gate	248.70	2024

## **Interest Refund Request**

# MEMORANDUM

**TO:** Board of Selectmen  
Town of Exeter

**FROM:** Scott P. Marsh, CNHA  
Municipal Resources, Inc.  
Contracted Assessor Agent's

**DATE:** May 12, 2025

**RE:** Taxpayer Letter  
Norah Planck  
16 Ashbrook Road  
Tax Map 90 Lot 29

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The attached letter was provided to me for review.

The property owner did not timely file an abatement request, and the information submitted in my opinion is inaccurate. MRI staff does not inform property owners to ignore tax bills. We recommend bills be paid, and if an adjustment is necessary, it will be made, particularly concerning the community's initial tax bill.

It should be noted that the Town's revaluation hearings were held end of August 2024 and as such preliminary value notices were sent out around July 31, 2024, which is well after the due date of the first issue tax bill.

With consideration for the above, it is my recommendation that the Town take no action regarding the taxpayer's request for refund of first issue tax bill interest.

**Granted**

**Denied**

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Dated \_\_\_\_\_

April 27, 2025

Pam McElroy  
Senior Executive Assistant, Town of Exeter Select Board  
10 Front ST  
Exeter, NH 03833

wood &  
planck

16 ASHBROOK ROAD  
EXETER, NH 03833

RE: interest refund request for Parcel 90-29

Dear Ms McElroy and Members of the Select Board,

As you know, during the early spring and summer of 2024 the town underwent a property re-assessment process. I believed — and still do — that our property is over-valued since I knowingly over-paid for it. Further, since the purchase, I have encountered numerous “big-ticket” failings and/or unsafe work (electrical, flooring, water softener/filter system), but that is for a different request. Back to summer 2024.

Leading up to my Zoom meeting with Paul McKenney of MRI on August 30, 2024 I had various email and telephone contact with MRI. During one of those conversations, **someone at MRI told me to “just ignore” any tax bill from the town since I was contesting my valuation.** Okey dokey, I thought.

In November of 2024, upon receipt of the EOY bill, it came to my attention that I missed installment 1 of 2. I promptly paid the full tax due of \$14,157.00 on November 26, 2024 (see attachment 1) along with the interest due of \$241.21

As this is my first offense, and because MRI told me to ignore the first installment as the valuation wasn't finalized, I am respectfully requesting a first-time abatement of the interest and a refund of same.

Thank you for your swift attention to this matter. If I need to fill out a particular form, could you please point me in the correct direction? If I need to resubmit during a full moon, or low tide, or cyclonic bombogenesis to receive relief of the interest, I would also appreciate knowing how to do that.

You can text/call on 617-650-7338 or email me at [splanck@gmail.com](mailto:splanck@gmail.com).

Best regards,



Norah Shannon Planck

# Town of Exeter



## Real Estate Tax Statement

Parcel: 90-29  
Location: 16 ASHBROOK RD

Owner:  
PLANCK NORAH SHANNON  
WOOD LAURA CLARK  
16 ASHBROOK RD  
EXETER NH 03833

Status:  
Total 2.320  
Deferr .000  
Land Valuation: 289,500  
Building Valuation: 506,300  
Exemptions: 0  
Taxable Valuation: 795,800  
Interest Per Diem: 1.51

Legal Description:

Deed Date: 06/20/2022

Book/Page: 6418/0513

Interest Date: 11/26/2024

Year	Type	Bill				
2024	RE-R	5008				
Inst	Charge	Billed	Principal Due	Interest Due	Total Due	
1	RE TAX	6,911.92	6,911.92	224.21	7,136.13	
		6,911.92	6,911.92	224.21	7,136.13	
2	RE TAX	7,245.08	7,245.08	0.00	7,245.08	
		7,245.08	7,245.08	0.00	7,245.08	
Year Totals		14,157.00	14,157.00	224.21	14,381.21	
Grand Totals		14,157.00	14,157.00	224.21	14,381.21	

\*\* End of Report - Generated by Stacie Tebo \*\*

RE: interest refund  
request for Parcel 90-29

Town of Exeter, NH  
TAX/WATER/SEWER  
10 Front Street  
Exeter, NH 03833  
(603) 773-6118

11/26/2024 03:51PM  
003707-0028

REAL ESTATE

PLANCK NORAH SHANNON  
90-29  
2024 5008

Balance unpaid: \$0.00

REAL ESTATE TAXES \$14,381.21

\$14,381.21

Subtotal \$14,381.21  
Total \$14,381.21

CHECK FOR TAX/WATER/SEWER \$14,381.21  
Check Number 5678

Change due \$0.00

Paid by: PLANCK NORAH SHANNON

Thank you for your payment

CUSTOMER COPY  
DUPLICATE RECEIPT

RE: interest refund  
request for Parcel 90-29



## **Tax Deeds/Waivers**



# **TOWN OF EXETER, NEW HAMPSHIRE**

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

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

## **MEMORANDUM**

To: Select Board

Date: 6/10/2025

From: Russ Dean, Town Manager

RE: Tax Deeding & Tax Waivers

The following list contains 43 properties that are due to be deeded to the Town of Exeter for non-payment of the 2022 tax lien.

I have noted which properties have set up payment plans and which properties we have had no contact with. The spreadsheet includes the principal totals due for the tax year 2022 as well as the principal totals due for all years. (Interest is not included as part of this list.)

I have also included waivers for each property if you choose to waive the tax deeding. These waivers require your signatures.

Customer Name	Property ID	Property Location	Owed 2022 Princ Only	Tot.Owed Princ Only	PROP TYPE	NOTES:
ANGER MICHAEL	95-64-200	14 CORNWALL AVE	1,512.01	6,842.99	MH	Filed bankruptcy, cannot deed, bankruptcy 25-10306
BAKER KATHERINE A	64-105-30	30 HAYES MH PK	1,363.51	12,367.22	MH	NO CONTACT-OWES BACK TO 2018
BALDWIN ELIZABETH A	95-64-350	6 SUMAC ST	983.13	7,053.69	MH	NO CONTACT-OWES BACK TO 2020
BERNHARDT JOHN	95-64-111	14 CHERRY ST	1,327.03	6,999.09	MH	SIGNED NEW PAYMENT AGREEMENT
BIRBECK KELLYANN	111-5-5	5 GREEN GATE CG	310.96	957.81	CAMPER	SIGNED NEW PAYMENT AGREEMENT
CAIN JOHN H	32-12-29	29 BEECH TREE CO-OP INC	535.01	3,273.87	MH	NO CONTACT-OWES BACK TO 2021
CHASE SARAH I	95-64-239	17 CORNWALL AVE	1,472.93	7,601.82	MH	SIGNED NEW PAYMENT AGREEMENT
CONSIDINE NANCY	110-2-77	110 WINDING RIVER CG	206.74	995.70	CAMPER	NO CONTACT-OWES BACK TO 2021
COTE SUSAN	87-14-21B	21 SECOND ST PINECREST PK	626.20	7,851.24	MH	NO CONTACT-OWES BACK TO 2012
CUMMINGS SUZYNNE D	70-132	163 HIGH ST	17,164.29	76,057.29	HOUSE	Follows her own payment plan 500.00 per mo.-OWES BACK TO 2021
DECATUR E FORREST JR	95-64-5	10 WILLOW ST	566.28	4,795.91	MH	Forrest deceased not sure about Estelle
DESCHENES CHRISTOPHER J, M	95-64-124	9 CHERRY ST	1,282.75	9,928.76	MH	MATTHEW SIGNED NEW PAYMENT AGREEMENT-paid 2021
DOLAN TANYA	110-2-31	202 WINDING RIVER CG	342.22	1,247.09	CAMPER	NO CONTACT
DONOVAN KC	110-2-10	413 WINDING RIVER CG	282.30	1,013.90	CAMPER	NO CONTACT-NEW OWNER -(PRIOR WAS DANA AND CHERI ANDERSON)
DORIN JOANN	104-79-805	805 NOTTINGHAM DR	1,501.59	6,770.54	MH	NO CONTACT
DUNN SALLY R LIVING TRUST	73-49-40	156 FRONT ST 300	1,554.82	14,464.06	CONDO	SIGNED NEW PAYMENT AGREEMENT
ELLIS ROGER	95-64-228	32 CORNWALL AVE	720.00	6,818.59	MH	signed payment agreement 100.00/mo-OWES BACK TO 2017
FIELD GEORGE S JR	55-44	13 ALLARD ST	3,322.71	14,922.50	MH	FOLLOWS payment plan 500.00 per mo.
FOLENSBEE MICHAEL	95-64-151	3 MORTON ST	84.40	1,065.52	MH	NO CONTACT-OWES 2022 AND 2023 LIENS ONLY-NOW HAS DISABILITY EXEMPTION THAT WIPES OUT TAXES
GELLMAN JAMIE CAVARRETTA	95-64-43	14 WAYLAND CIR	706.97	3,863.66	MH	SIGNED NEW PAYMENT AGREEMENT
GORMAN ROBIN E	95-64-264	47 LINDENSHIRE AVE	847.66	8,326.58	MH	NO CONTACT-HAD FORMER PAYMENT PLAN-OWES BACK TO 2013
GRANT CARLENE	32-12-8	8 BEECH TREE CO-OP INC	727.81	3,704.32	MH	NO CONTACT
GRANT LINDA S	103-13-37	37 DONNA DR	1,110.80	5,417.21	MH	working with daughter michelle, LINDA paid off 2017 & 2018 and is signing a payment agreement
GREASON CRISTI E	95-64-309	28 HILTON AVE	988.33	8,833.43	MH	HAS A NEW PAYMENT PLAN- OWES BACK TO 2019
HOBGOOD JENNIFER	95-64-222	1 PLUM ST	907.58	11,122.63	MH	NO CONTACT-HAD FORMER PAYMENT PLAN-OWES BACK TO 2013
HOWELL MICHAEL D	103-15-11	11 ICEY HILL CO OP MH PK	1,303.59	15,154.97	MH	sent letter of payment plan, never heard back, OWES BACK TO 2009
JEAN MARTHA	95-64-308	26 HILTON AVE	1,095.16	8,721.20	MH	has a new PAYMENT PLAN OF 50.00/MO OWES BACK TO 2018
KILLAM TAD	87-14-1A	1 FIRST ST PINECREST PK	1,256.69	6,493.34	MH	WAS SUPPOSED TO SET UP PAYMENT PLAN \$500/PAID 1 MO.- BUT NEVER SIGNED THE CONTRACT.
LINCOLN DEREK	110-2-84	118 WINDING RIVER CG	290.11	1,090.10	CAMPER	NO CONTACT
MACKENZIE, CRYSTAL	95-64-324	58 HILTON AVE	764.28	5,953.72	MH	MAKING SMALL PAYMENTS
MARSTON ZAYNA	95-64-270	38 ALDER ST	1,597.98	11,028.95	MH	NO CONTACT-HAD FORMER PAYMENT PLAN-OWES BACK TO 2020
MCNEILL VALERIE ROSE	95-64-15	19 LINDENSHIRE AVE	1,592.78	14,691.04	MH	NO CONTACT-HAD FORMER PAYMENT PLAN-OWES BACK TO 2017
MOTTOLO AL	110-2-75	108 WINDING RIVER CG	258.84	698.28	CAMPER	NO CONTACT
MUNOZ LISA	95-64-180	7 HEMLOCK ST	1,488.56	13,473.63	MH	FOLLOWS PAYMENT PLAN OF 200.00 PER MO.
PATRICK JANIS C	52-44	13 RIDGECREST DR	5,552.87	24,469.27	HOUSE	MAKES PAYMENTS REGULARLY-SPOKE TO HER TOLD HER TO CONTINUE AS IS.
PAVONE FAMILY REV TR	103-13-23	23 DONNA DR	1,509.85	6,363.31	MH	son is paying 2022 in full on 6/20 then will make payments to stay ahead of 2023 deeding
PAWNELL ZACHARY R	95-64-343	45 ALDER ST	1,704.81	8,237.99	MH	HAS A NEW PAYMENT PLAN-PAID OFF 2021
PERKINS SHAWN M	95-64-125	11 CHERRY ST	975.31	6,642.00	MH	HAS A NEW PAYMENT PLAN 200.00 per mo.-OWES BACK TO 2021
PROUT LINDA J	104-79-144	144 ROBINHOOD DR	1,293.17	16,376.58	MH	deceased, owes back to 2012, son to set up a payment agreement
ROSARIO CANDIDA R	95-64-181	9 HEMLOCK ST	992.11	6,062.99	MH	NO CONTACT
TANNER ROBERT	110-2-7	407 WINDING RIVER CG	290.11	1,129.08	CAMPER	ALL MAIL RETURNED OWES BACK TO 2022 and had abatements prior to that.
TRAHAN DANA K	95-64-37	28 WAYLAND CIR	1,089.95	1,581.50	MH	NO CONTACT-OWES BACK TO 2020
WHITE RICHARD S	95-64-41	18 WAYLAND CIR	709.57	6,989.58	MH	NO CONTACT-OWES BACK TO 2018
		TOTALS	64,213.77	387,452.95		
EMERY JESSE	111-5-6	6 GREEN GATE CG	351.28		CAMPER	to be abated
SPENCER DONALD	111-5-8	8 GREEN GATE CG	297.94		CAMPER	NO LONGER THERE, WILL BE ABATED BACK TO 2020

## **Permits & Approvals**

## **Outdoor Dining Permit Fee Waiver Request**



# TOWN OF EXETER, NEW HAMPSHIRE

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

## MEMORANDUM

**TO: Select Board**

**DATE: June 16, 2025**

**FROM: Pam McElroy  
Senior Executive Assistant**

**RE: Outdoor Dining Permit  
Fee Waiver Request**

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Please see the attached letter requesting an Outdoor Dining Permit fee waiver and an updated application from Jaime Lopez, Inn by the Bandstand/Ambrose Restaurant.

The annual Outdoor Dining Permit fee is \$200 per calendar year and may be prorated on a per month basis.

For the current year, 2025, Mr. Lopez is requesting a permit for June 1, 2025 through December 31, 2025, 7:00 am – 10:00 pm daily (last seating/order is 9:00 pm). The prorated fee would be \$116.69 for 2025.

Mr. Lopez has provided all other necessary information pertaining to the Outdoor Dining Permit Application, and Fire, Police, Public Works and Health Departments have approved the request.

Upon approval from the Select Board for the fee waiver, the Town Manager will approve and sign the permit application.

Thank you.

### *SUGGESTED MOTION:*

*The Exeter Select Board approves the Outdoor Dining Permit fee waiver request of Mr. Jaime Lopez, The Inn by the Bandstand/Ambrose Restaurant, and hereby waives the 2025 Outdoor Dining Permit Fee of \$116.69, as prorated for June 1 through December 31, 2025.*



## TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 773-6102

### Outdoor Dining Application

Please send completed applications to Pam McElroy at the Office of the Town Manager  
[pmcelroy@exeternh.gov](mailto:pmcelroy@exeternh.gov) (603) 773-6102

FEE: \$200.00 each calendar year. Fee may be prorated on a per month basis. (16.67/mo.)  
June 1, 2025 - December 31, 2025 7:00am - 10:00pm daily  
\$116.69  
Address of Proposed Outdoor Dining Area: 6 Front Street, Exeter, NH

Assessor's Map: \_\_\_\_\_ Lot: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Applicant: Jaime Lopez (Inn by the Bandstand/Ambrose Restaurant)

Address: 6 Front Street, Exeter, NH

Phone: 603 772-7673 Email: welcome@ambrose-restaurant.com

Property Owner: Jaime Lopez Phone: 603 772 7673

Address: 6 Front Street, Exeter, NH

The requested Outdoor Dining permit is issued to the applicant/business listed on this permit application for the purpose indicated on this application.

The requested Outdoor Dining permit shall be valid for said applicant/business only during the time and dates indicated on this permit application.

Once the requested Outdoor Dining permit is approved, it is non-transferable.

Applicant/business shall not conduct their outdoor dining business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicles and/or employees.

Applicant is solely responsible for cleaning the outdoor dining space (including removal of trash/dropped items). Dumping of grease, oil or greywater is strictly prohibited.

Applicant/business may be required to relocate outdoor dining location if the Town requires access to the space for any reason, including, but not limited to cleaning, maintaining or repairing the location or adjacent space.

Applicant shall defend and indemnify the Town of Exeter, its officials, employees and volunteers against all demands, claims, suits and actions seeking damages, penalties, costs, interest, statutory relief and/or equitable relief on account of bodily injury, death, personal injury, property damage and/or economic injury arising out of or related to the permit or the activities of the permit applicant.



Applicant will adhere to all pertinent Town Ordinances, including Chapter 7 (Conduct Regulations) and if applicant intends to serve alcohol, will adhere to Chapter 809 (Licensing of Alcohol Use on Town Property).

The Town has the right to revoke any outdoor dining permits at any time.

#### REQUIRED DOCUMENTATION TO SUBMIT WITH APPLICATION

Completed permit application with payment (payable to Town of Exeter).

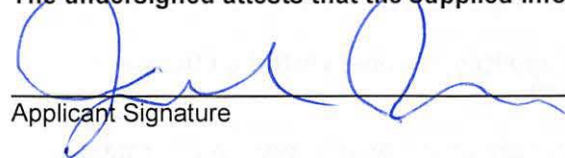
Certificate of Liability Insurance, providing General Liability/Bodily Injury/Property Damage: \$200,000/\$1,000,000. If applicant intends to serve alcohol, additional liquor liability with reasonable limits of coverage with minimum coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. **The Town of Exeter must be named on the certificate as additional insured.**

Copy of New Hampshire Liquor Commission license if applicant intends to serve alcohol.

Dimensional Site Plan depicting the following: existing conditions including public infrastructure such as curb lines, light poles, bike racks, trees, manhole covers, meters, licensed A-frame signs, post office boxes, etc; as well as proposed table/chair layout plan, trash receptacles, tents/canopies, heaters/outdoor firepits, routes of travel within outdoor dining area and on public sidewalk. Include existing lighting and proposed lighting.

Applicant will adhere to Town Ordinance Chapter 7 (Conduct Regulations) and if applicant intends to serve alcohol, Chapter 809 Licensing of Alcohol Use on Town Property.

The undersigned attests that the supplied information is accurate and complete.

  
Applicant Signature

June 4, 2025  
Date

For Town Use:

Date Application Received: 6/4/25

Fee Received: \$ \_\_\_\_\_ Cash: ☐ Check #: \_\_\_\_\_

Approval: Code Enforcement Officer:  Date: 6/5/2025

Health Officer: approved via email Date: 6/5/25

Highway Superintendent: approved via email Date: 6/5/25

Exeter Police Chief: approved via email Date: 6/4/25

Exeter Fire Chief: approved via email Date: 6/4/25

Approved as authorized by the Select Board/Designee: \_\_\_\_\_ Date \_\_\_\_\_





Pam McElroy <pmcelroy@exeternh.gov>

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## Outdoor Dining Permit Application - Inn by the Bandstand/Ambrose Restaurant

6 messages

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Pam McElroy <pmcelroy@exeternh.gov>

Wed, Jun 4, 2025 at 2:21 PM

To: Madison Bailey <m Bailey@exeternh.gov>, Justin Pizon <jpizon@exeternh.gov>, Stephan Poulin <spoulin@exeternh.gov>, Doug Eastman <deastman@exeternh.gov>, Jay Perkins <jperkins@exeternh.gov>, Stephen Cronin <scronin@exeternh.gov>, Darren Winham <dwinham@exeternh.gov>

Hi all.

The Select Board requested that you all sign off on this permit application before they grant a fee waiver. If you have any questions or concerns, please let me know.

Thanks.

*Pam McElroy*

**Town of Exeter**

Senior Executive Assistant, Town Manager's Office

603-773-6102



**Outdoor Dining Permit - Inn by the Bandstand-Ambrose Restaurant 6-4-25.pdf**

3193K

---

Stephan Poulin <spoulin@exeternh.gov>

Wed, Jun 4, 2025 at 2:22 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

Cc: Madison Bailey <m Bailey@exeternh.gov>, Justin Pizon <jpizon@exeternh.gov>, Doug Eastman <deastman@exeternh.gov>, Jay Perkins <jperkins@exeternh.gov>, Stephen Cronin <scronin@exeternh.gov>, Darren Winham <dwinham@exeternh.gov>

Yes, I approve.

**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]

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Justin Pizon <jpizon@exeternh.gov>

Wed, Jun 4, 2025 at 2:27 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

No issue here, approved!

On Wed, Jun 4, 2025 at 2:21 PM Pam McElroy <pmcelroy@exeternh.gov> wrote:

[Quoted text hidden]

---

**Darren Winham** <dwinham@exeternh.gov>

Wed, Jun 4, 2025 at 3:19 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

Cc: Madison Bailey <Mbailey@exeternh.gov>, Justin Pizon <jpizon@exeternh.gov>, Stephan Poulin <spoulin@exeternh.gov>, Doug Eastman <deastman@exeternh.gov>, Jay Perkins <jperkins@exeternh.gov>, Stephen Cronin <scronin@exeternh.gov>

All good here.

Thanks Pam!

Darren Winham  
Economic Development Director  
Exeter, NH  
603.773.6122 cell  
dwinham@exeternh.gov

On Wed, Jun 4, 2025 at 2:21 PM Pam McElroy <pmcelroy@exeternh.gov> wrote:

[Quoted text hidden]

---

**Madison Bailey** <mbailey@exeternh.gov>

Thu, Jun 5, 2025 at 8:08 AM

To: Darren Winham <dwinham@exeternh.gov>

Cc: Pam McElroy <pmcelroy@exeternh.gov>, Justin Pizon <jpizon@exeternh.gov>, Stephan Poulin <spoulin@exeternh.gov>, Doug Eastman <deastman@exeternh.gov>, Jay Perkins <jperkins@exeternh.gov>, Stephen Cronin <scronin@exeternh.gov>

Approved. Thank you!

Madison Bailey, MPH  
Health Officer  
Exeter Health Department  
20 Court St, Exeter, NH 03833  
(603) 770-0613  
Email: mbailey@exeternh.gov



[Quoted text hidden]

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**Stephen Cronin** <scronin@exeternh.gov>

Thu, Jun 5, 2025 at 9:23 AM

To: Pam McElroy <pmcelroy@exeternh.gov>, Madison Bailey <Mbailey@exeternh.gov>, Justin Pizon

<jpizon@exeternh.gov>, Stephan Poulin <spoulin@exeternh.gov>, Doug Eastman <deastman@exeternh.gov>, Jay Perkins <jperkins@exeternh.gov>, Darren Winham <dwinham@exeternh.gov>

DPW approves.

**Stephen Cronin, Director**  
Town of Exeter Public Works  
13 Newfields Road  
Exeter, NH 03833  
(603) 773-6161  
www.exeternh.gov/publicworks

---

**From:** Pam McElroy <pmcelroy@exeternh.gov>

**Sent:** Wednesday, June 4, 2025 2:21 PM

**To:** Madison Bailey <Mbailey@exeternh.gov>; Justin Pizon <jpizon@exeternh.gov>; Stephan Poulin <spoulin@exeternh.gov>; Doug Eastman <deastman@exeternh.gov>; Jay Perkins <jperkins@exeternh.gov>; Stephen Cronin <scronin@exeternh.gov>; Darren Winham <dwinham@exeternh.gov>

**Subject:** Outdoor Dining Permit Application - Inn by the Bandstand/Ambrose Restaurant

[Quoted text hidden]













May 21st 2025

To whom it may concern:

This is to respectfully request to have the outdoor dining permit fees waived for the reason of having invested 100% of the cost in the new parking lot and pavers area that are also part of the Town of Exeter.

This new improvement has positively enhanced the public spaces of the Town itself as well as the overall value perspective of both properties, that is the Exeter Town Offices Building and the Inn by the Bandstand. We hope you are enjoying the upgrade.

We would greatly appreciate your consideration.

Sincerely,

Jaime Lopez

Inn by the Bandstand

Ambrose Restaurant

Ambrose  
Restaurant/  
Inn by the  
Bandstand

Town  
Offices



up to 12 Outdoor Tables and chairs

sidewalk



# State of New Hampshire Liquor Commission



EXONIAN HOSPITALITY LLC  
EXONIAN HOSPITALITY  
6 FRONT ST  
EXETER NH 03833

RESTAURANT

ON-PREMISES BEVERAGE/WINE/LIQUOR

License No. **1602803** Effective Date: **03/01/2025** Expires: **02/28/2026**

MAIN SEATS: 24 ADDITIONAL DINING ROOM SEATS: 12 OUTSIDE SEATS: 40

This license is issued and is subject to the conditions prescribed in Title XIII of the revised statutes annotated and regulations enacted by the commission thereunder. This license is effective for the period specified above unless sooner revoked and is not transferable.

State Liquor Commission

Joseph W. Mollica, Chairman

Nicole Brassard Jordan Dep Commissioner

This document and any addendum must be conspicuously displayed on the described premises.

AUDIT NO. 1612529





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/21/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

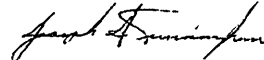
<b>PRODUCER</b> CUNNINGHAM ASSOCIATES INSURANCE 1 Cate Street, Unit #520  Portsmouth NH 03801		<b>CONTACT NAME:</b> Joseph Cunningham <b>PHONE (A/C, No, Ext):</b> (603) 334-3343 <b>FAX (A/C, No):</b> (603) 334-3341 <b>E-MAIL ADDRESS:</b> jcunningham@cai-ins.com	
<b>INSURED</b> Exonian Hospitality, LLC & Bandstand Holdings, LLC Jaime Lopez 6 Front St Exeter NH 03833-2737		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Co-Operative Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 18686	

**COVERAGES** **CERTIFICATE NUMBER:** CL2552101880 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			BOP0279374	06/25/2025	06/25/2026	EACH OCCURRENCE \$ 2,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 2,000,000				
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						PRODUCTS - COM/PIOP AGG \$ 4,000,000
	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						Liquor Liability \$ 1,000,000
							COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
							EACH OCCURRENCE \$
							AGGREGATE \$
							\$
							PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  Town Of Exeter 10 Front St.  Exeter NH 03833	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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<b>PRODUCER</b> CUNNINGHAM ASSOCIATES INSURANCE 1 Cate Street, Unit #520  Portsmouth NH 03801		<b>CONTACT NAME:</b> Joseph Cunningham <b>PHONE (A/C, No, Ext):</b> (603) 334-3343 <b>FAX (A/C, No):</b> (603) 334-3341 <b>E-MAIL ADDRESS:</b> jcunningham@cai-ins.com	
<b>INSURED</b> Exonian Hospitality, LLC & Bandstand Holdings, LLC Jaime Lopez 6 Front St Exeter NH 03833-2737		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Co-Operative Insurance Company <b>NAIC #</b> 18686 <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

## COVERAGES

CERTIFICATE NUMBER: CL2552101880

REVISION NUMBER:


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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BOP0279374	06/25/2024	06/25/2025	EACH OCCURRENCE \$ 2,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 2,000,000				
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					GENERAL AGGREGATE \$ 2,000,000	
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b> <input type="checkbox"/>					PRODUCTS - COM/OP AGG \$ 4,000,000	
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below					Liquor Liability \$ 1,000,000	
							COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
							EACH OCCURRENCE \$
							AGGREGATE \$
							\$
							PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

Town Of Exeter 10 Front St.  Exeter NH 03833	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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BK 5453 PG 2204

Inn by  
the  
Bandstand  
Deed.



034072

2013 JUN 25 PM 3:29

ROCKINGHAM COUNTY  
REGISTRY OF DEEDS

### WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS that **BANDSTAND PROPERTIES, LLC**, a New Hampshire limited liability company with a principal place of business at 4 Front Street, Exeter, County of Rockingham, State of New Hampshire 03833

For consideration paid grants to **INN BY THE BANDSTAND LLC**, a New Hampshire limited liability company with a principal place of business at 6 Front Street, Exeter, County of Rockingham, State of New Hampshire 03833

With Warranty covenants, the following described premises:

A certain tract of land with the buildings thereon, situated on the Southeasterly side of Front Street, in Exeter, County of Rockingham and State of New Hampshire, and bounded and described as follows:

Beginning on said Front Street, at land formerly of Rockingham County, now Town of Exeter; thence running North 46 ° 10' East on said Front Street 72.5 feet to land formerly of John Scammon to the North side of a stone post; thence running North 43 ½ ° East by land formerly of Scammon 51.9 feet; thence South 18 ° 40' East by land formerly of Scammon 67.5 feet; thence South 32 ° 51' West by land formerly of Scammon 57.5 feet to the corner of land formerly of Rockingham County, now of Town of Exeter; thence running North 35 ° West by land formerly of Rockingham County, now of Town of Exeter 128.2 feet to the bound begun at; together with any easements or title in and unto the realty lying between the premises above conveyed and said highway.

Said premises are subject to restrictive covenants recorded in said Registry at Book 2162, Page 334, 335, as modified by instrument dated April 12, 2013 and recorded in said Registry at Book 5430, Page 0588. Amended Restrictive Covenant number 5 has been satisfied by the Grantor herein.

Together with and subject to that right-of-way referred to in deed of Thomas Marsh and Nancy Marsh to Henry C. Moses dated November 5, 1885 recorded in said Registry at Book 499, Page 292, to the extent still applicable.

650,000

72/16 4 Front St

BK 5453 P6 2205

Meaning and intending to convey the same premises conveyed to Bandstand Properties, LLC by deed of George H. Simmons and Muriel E. Simmons dated January 24, 2003 and recorded in the Rockingham County Registry of Deeds at Book 3938, Page 2046.

Signed this 25 day of June, 2013.

BANDSTAND PROPERTIES, LLC

By:

Susan Henderson  
Susan Henderson, member

STATE OF NEW HAMPSHIRE  
COUNTY OF ROCKINGHAM

On this 25<sup>th</sup> day of June, 2013, before me personally appeared the above named Susan Henderson, duly authorized member of Bandstand Properties, LLC, known to me or satisfactorily proven to be the person whose name is subscribed to the foregoing instrument and acknowledged the same to be her free act and deed for the purposes therein contained on behalf of the limited liability company.

[Signature]  
Notary Public

My Commission Expires:





That We, Thomas J. Marsh of Exeter in the County of Rockingham, and State of New Hampshire and Nancy F. Marsh wife of the said Thomas J. Marsh in her own right

For and in consideration of the sum of thirty five hundred dollars in hand before the delivery hereof, well and truly paid by Henry C. Moses, of said Exeter

The receipt whereof we do hereby acknowledge, have granted, bargained and sold, and by presents do give, bargain, sell alien, enfeoff, convey and confirm unto said Henry C. Moses and his heirs and assigns forever.

A certain piece or parcel of land with the buildings thereon situate in said Exeter on the Southeasterly side of Front Street and said land is bounded as following: Commencing at Front Street at a Northwesterly corner of land belonging to the heirs of George Gardner and running N 47 ½ E, seventy-five (75) feet on Front Street thence 39 ¾ E, seven (7) rods and nineteen (19) links bounding on land of said Nancy F. Marsh to land of George W. Dearborn S 31 ¾ W, nine (9) feet on said Dearborn land, thence S 32 ½ E, six (6) rods and twelve (12) links bounding on land of said Dearborn in part and partly land belonging to the heirs of Coffire Colket to land of Live G. Towle, thence S about 36 W, three (3) rods and twelve (12) links on said Towle land heirs of George Gardner and thence N 39 ½ W, fourteen (14) rods and twenty three links to Front Street, and to the first mentioned bounds. Together with a right of way for all purposes over 5 feet in width of the land next adjoining a part of the northerly side of the premises above described and extending from said Front Street, seven rods and nineteen links to land of George W. Dearborn and said five (5) feet together with five (5) feet of land in width on a part of the Northerly side of the land hereby conveyed, extending from said Street seven (7) rods and nineteen (19) links to land of said George W. Dearborn are to constitute an open passageway ten (10) feet in width for the use of said Grantee and the successor of the premises next adjoining on the North and the heirs and assigns forever and a passage way for all purposes five (5) feet in width on a part of the Northerly side of the premises hereby conveyed and extending from said Street seven (7) rods and nineteen links to land of said George W. Dearborn are hereby reserved to the owner of the adjoining premises on the North and to his heirs and assigns forever. Excepting and reserving the Ice House standing on said premises with a privilege of removing the same within twelve months from date.

Town Offices  
Deed

# Know all men by these presents

THAT, the County of Rockingham, a Municipal Corporation in the

of

County, State of

New Hampshire, for consideration paid, grant to the Town of Exeter, a Municipal Corporation,

of

Rockingham

County, State of

New Hampshire

, with WARRANTY COVENANTS,

A certain piece or parcel of land with the buildings thereon, situate in said Exeter, on the southeasterly side of Front Street, being more particularly bounded and described as follows:

Beginning on said Front Street at the northwesterly corner of land of Perley Gardner, thence running N  $47\frac{1}{2}^{\circ}$  E, 75 feet on Front Street to a point at land of the Heirs of Otis H. Sleeper; thence turning and running S  $39\frac{3}{4}^{\circ}$  E, by and along said land of Otis H. Sleeper Heirs, a distance of 7 rods and 19 links to land of the Mobil Oil Company; thence turning and running S  $31\frac{3}{4}^{\circ}$  W by and along said land of Mobil Oil Company, a distance of 9 feet; thence turning and running S  $32\frac{1}{2}^{\circ}$  E by and along said land of Mobil Oil Company, a distance of 6 rods and 12 links to land of the Town of Exeter; thence turning and running S  $36^{\circ}$  W by and along land of the Town of Exeter, a distance of 3 rods and 12 links to land of said Perley Gardner; thence turning and running N  $39\frac{1}{2}^{\circ}$  W by and along said land of Perley Gardner, 14 rods and 23 links to said Front Street at the point of beginning.

Together with a right-of-way for all purposes over 5 feet in width of the land adjoining a part of the northerly side of the premises above described, and extending from said Front Street, 7 rods and 19 links to land of the Mobil Oil Company, and said 5 feet together with 5 feet of land in width on a part of the northerly side of the land hereby conveyed, extending from said Street 7 rods and 19 links to land of said Mobil Oil Company are to constitute an open passageway 10 feet in width for the use of said Grantee, its successors and assigns, and the owner of the premises next adjoining on the north, his or their heirs and assigns, forever, and a passageway for all purposes 5 feet in width on a part of the northerly side of the premises hereby conveyed, and extending from said Street, 7 rods and 19 links to land of Mobil Oil Company are hereby granted to the owners of the adjoining premises on the north and to his or their heirs and assigns forever.

Being the same premises conveyed to the County of Rockingham by Henry C. Moses, by Deed dated July 26, 1890, recorded in Rockingham County Registry of Deeds, Book 522, Page 361.

~~xxxxxx~~  
~~xxxxxx~~

~~xxxxxx~~  
~~xxxxxx~~

IN WITNESS WHEREOF, said County of Rockingham has caused these presents to be signed and sealed by its County Commissioners, duly authorized,

1 this 21<sup>ST</sup> day of SEPTEMBER, 19 66

Witness:

COUNTY OF ROCKINGHAM

*William E. Taylor*

By *W. S. Bartlett*  
Rev. *W. S. Bartlett*



# TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 773-6102

## Outdoor Dining Application

Please send completed applications to Pam McElroy at the Office of the Town Manager  
[pmcelroy@exeternh.gov](mailto:pmcelroy@exeternh.gov) (603) 773-6102

FEE: \$200.00 each calendar year. Fee may be prorated on a per month basis. (\$16.67/mo.)  
June - October \$83.35

Address of Proposed Outdoor Dining Area: 6 Front St. Exeter, NH 03833

Assessor's Map: \_\_\_\_\_ Lot: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Applicant: Jaime Lopez

Address: 6 Front St. Exeter, NH 03833

Phone: 603-772-7673 Email: welcome@ambrose-restaurant.com

Property Owner: Jaime Lopez Phone: 603-772-7673

Address: 6 Front St. Exeter, NH 03833

The requested Outdoor Dining permit is issued to the applicant/business listed on this permit application for the purpose indicated on this application.

The requested Outdoor Dining permit shall be valid for said applicant/business only during the time and dates indicated on this permit application.

Once the requested Outdoor Dining permit is approved, it is non-transferable.

Applicant/business shall not conduct their outdoor dining business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicles and/or employees.

Applicant is solely responsible for cleaning the outdoor dining space (including removal of trash/dropped items). Dumping of grease, oil or greywater is strictly prohibited.

Applicant/business may be required to relocate outdoor dining location if the Town requires access to the space for any reason, including, but not limited to cleaning, maintaining or repairing the location or adjacent space.

Applicant shall defend and indemnify the Town of Exeter, its officials, employees and volunteers against all demands, claims, suits and actions seeking damages, penalties, costs, interest, statutory relief and/or equitable relief on account of bodily injury, death, personal injury, property damage and/or economic injury arising out of or related to the permit or the activities of the permit applicant.



Applicant will adhere to all pertinent Town Ordinances, including Chapter 7 (Conduct Regulations) and if applicant intends to serve alcohol, will adhere to Chapter 809 (Licensing of Alcohol Use on Town Property).

The Town has the right to revoke any outdoor dining permits at any time.

#### REQUIRED DOCUMENTATION TO SUBMIT WITH APPLICATION

Completed permit application with payment (payable to Town of Exeter).


Certificate of Liability Insurance, providing General Liability/Bodily Injury/Property Damage: \$200,000/\$1,000,000. If applicant intends to serve alcohol, additional liquor liability with reasonable limits of coverage with minimum coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. **The Town of Exeter must be named on the certificate as additional insured.**

Copy of New Hampshire Liquor Commission license if applicant intends to serve alcohol.

Dimensional Site Plan depicting the following: existing conditions including public infrastructure such as curb lines, light poles, bike racks, trees, manhole covers, meters, licensed A-frame signs, post office boxes, etc; as well as proposed table/chair layout plan, trash receptacles, tents/canopies, heaters/outdoor firepits, routes of travel within outdoor dining area and on public sidewalk. Include existing lighting and proposed lighting.

Applicant will adhere to Town Ordinance Chapter 7 (Conduct Regulations) and if applicant intends to serve alcohol, Chapter 809 Licensing of Alcohol Use on Town Property.

**The undersigned attests that the supplied information is accurate and complete.**

 \_\_\_\_\_ Date 5-21-2025

Applicant Signature

.....

#### For Town Use:

Date Application Received: 5/21/25

Fee Received: \$ \_\_\_\_\_ Cash: ☐ Check #: \_\_\_\_\_

Approval: Code Enforcement Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Health Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Highway Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

Exeter Police Chief: \_\_\_\_\_ Date: \_\_\_\_\_

Exeter Fire Chief: \_\_\_\_\_ Date: \_\_\_\_\_

Approved as authorized by the Select Board/Designee: \_\_\_\_\_ Date \_\_\_\_\_



## **2025 Dog Warrant**



## WARRANT FOR UNLICENSED DOGS

Exeter Town Clerk  
10 Front Street  
EXETER, NH 03833778-0591 ext. 403

**Office Hours:**  
**Mon, Wed, Thurs 8:00am-4pm**  
**Tues 8:00am-7pm**  
**Fri 8:00am-12:30pm**

---

**TO: SELECT BOARD**

**FROM: TOWN CLERK** **2023: 216**

**WARRANT DATE: JUNE 16, 2025** **2024: 281**

**SUBJECT: 2025 DOG WARRANT** **2025: 356**

---

Pursuant to New Hampshire RSA 466:14 entitled "Warrants; Proceedings" you are hereby directed to proceed with the issuance of a civil forfeiture for each unlicensed dog included in this warrant. Any unlicensed dogs may be seized by local law enforcement for holding in an EXETER, NH holding facility for a period of 7 days, after which time full title to the dog shall pass to the facility, unless the owner of the dog has, before the expiration of the period, caused the dog to be licensed.

Pursuant to New Hampshire RSA 466:16 entitled "Returns," this warrant must be returned on or before August 31 and state the number of owners who received and paid the civil forfeiture, the number of dogs in EXETER that have been seized and held under the provisions of RSA 466:14, and the number of owners who have received summons to a district or municipal court for failure to pay the civil forfeiture pursuant to RSA 466:13 or to license the dog pursuant to RSA 466:1.

### EXETER, NH Select Board:

\_\_\_\_\_  
Select board Member

\_\_\_\_\_  
Print Name of Signor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Select board Member

\_\_\_\_\_  
Print Name of Signor

\_\_\_\_\_  
Date

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Select board Member

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Print Name of Signor

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Select board Member

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Print Name of Signor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Select board Member

\_\_\_\_\_  
Print Name of Signor

\_\_\_\_\_  
Date

## **Acceptance of Kingston Road TAP Project as Complete**



## EXETER PUBLIC WORKS DEPARTMENT

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

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

### MEMO

DATE: June 10, 2025

TO: Russell Dean, Town Manager

FROM: Stephen Cronin, Public Works Director

RE: Kingston Rd TAP Project – Exeter 40436/X-A004-(406)  
Town Acceptance of Final Completion

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As part of the NHDOT Transportation Alternatives Program (TAP) process, the Town's Select Board is required to accept the Kingston Rd Shoulder Widening and Sidewalk project as complete.

All construction items required by the contractor have been completed, including follow-up punch list items.

Suggested motion:

The Select Board accepts the Kingston Rd Shoulder Widening and Sidewalk project as complete and authorizes the Public Works Director to sign the "Certificate of Final Completion".

PROJECT CLOSE-OUT FORMS

**CERTIFICATE OF FINAL COMPLETION OF WORK**

(page 1 of 2)

OWNER'S CONTRACT NO.: 40436 ENGINEER' PROJECT NO.: \_\_\_\_\_  
AGREEMENT DATE: January 30, 2024

CONTRACT TITLE: Exeter 40436/X-A004(406), Kingston Road TAP Project

FINAL COMPLETION DATE PER AGREEMENT AND CHANGE ORDERS: December 5, 2024  
ACTUAL DATE OF FINAL COMPLETION: November 25, 2024

**FINAL CERTIFICATION OF CONTRACTOR**

I hereby certify that the Work as identified in the Final Payment Request dated October 22, 2024 for the above-noted construction Contract represents full compensation for the actual value of work completed. Additionally, all work completed conforms to the terms of the Agreement and authorized changes.

DBU Construction, Inc

June 9, 2025

CONTRACTOR

Date



Authorized Representative's Signature

Heather Ahearn, Secretary

Name & Title

**FINAL CERTIFICATION OF ENGINEER**

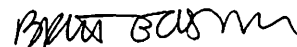
I have reviewed the Contractor's Final Payment Request dated October 22, 2024 and hereby certify that to the best of my knowledge, the cost of the work identified on the Final Payment Request represents full compensation for the actual value of work completed and that the work has been completed in accordance with the terms of the Agreement and authorized changes.

Wright-Pierce

June 9, 2025

ENGINEER

Date



Authorized Representative's Signature

Britt Eckstrom, Project Manager

Name & Title

PROJECT CLOSE-OUT FORMS

**CERTIFICATE OF FINAL COMPLETION OF WORK**

(page 2 of 2)

FINAL ACCEPTANCE OF OWNER

I, as representative of the Owner, accept the above Final Certifications and authorize Final Payment in the amount of \$ 29,900.00 and direct the Contractor's attention to the General Conditions. The guaranty for all Work completed subsequent to the date of Substantial Completion, expires 1 year from the date of this Final Acceptance.

At a meeting of the Selectboard (Town Council/Selectmen/Alderman), the Owner, Town of Exeter (Name of the community) has accepted the constructed project.

Town of Exeter, New Hampshire  
OWNER

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Name & Title

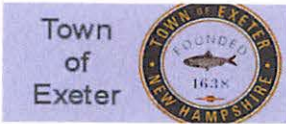
END OF SECTION

## **Town Manager Report**

## **Select Board Committee Reports**



## Correspondence



Pam McElroy <pmcelroy@exeternh.gov>

## Paving needed on High Street (205 High St)

3 messages

rick miller <rickmiller925@gmail.com>

Wed, Jun 11, 2025 at 12:02 PM

To: "rdean@exeternh.gov" <rdean@exeternh.gov>, "selectboard@exeternh.gov" <selectboard@exeternh.gov>, "pmcelroy@exeternh.gov" <pmcelroy@exeternh.gov>, "schronin@exeternh.gov" <schronin@exeternh.gov>

Mr. Dean and Select Board Members,

I live at 205 High Street. The road is in very poor shape for a short stretch of road at our location. Every year our road repair crews attempt to patch the potholes with little to no success. I have asked for the area to be paved on several occasions. The first time about 3 years ago I was told it was on a list to be addressed and assumed it would be; however, no paving has been done.

I have seen several near-miss accidents due to the condition of the road. A majority of drivers swerve to avoid the minefield of potholes often crossing the center line. Everyone in my household has personally almost been hit on multiple occasions due to drivers swerving across the yellow line as we attempt to turn into our driveway. As you know, High Street is a major town artery including main access to the hospital and highways. Everyday drivers swerve to avoid the potholes. I believe this small section of road leading to the intersection with Hampton Falls Road is the worst condition on all of High Street.

I learned today the town has declined to fully fund the road paving budget. I plead with you to please prioritize paving unsafe stretches of roads in town. I humbly suggest the town will save money by paving this area as patching has been a constant over the years and is not successful. Constantly patching the road puts crews in danger and the patching litters the roadway with loose gravel exacerbating the hazards and not addressing the underlying condition of the roadway. The small stretch of road is riddled with potholes and desperately needs to be paved properly.

I appreciate your attention to this matter

Rick Miller  
205 High St. Exeter, NH 03833

Russ Dean <rdean@exeternh.gov>

Wed, Jun 11, 2025 at 12:20 PM

To: rick miller <rickmiller925@gmail.com>

Cc: "selectboard@exeternh.gov" <selectboard@exeternh.gov>, "pmcelroy@exeternh.gov" <pmcelroy@exeternh.gov>, "schronin@exeternh.gov" <schronin@exeternh.gov>

Thank you Mr. Miller. Director Steve Cronin will be in touch with you about this stretch of road.

Russ Dean  
Town Manager

[Quoted text hidden]

--

Russ Dean  
Exeter Town Manager  
10 Front Street  
Exeter, NH 03833  
(603) 773-6102  
rdean@exeternh.gov



---

**rick miller** <rickmiller925@gmail.com>

Wed, Jun 11, 2025 at 12:34 PM

To: Russ Dean <rdean@exeternh.gov>

Cc: "selectboard@exeternh.gov" <selectboard@exeternh.gov>, "pmcelroy@exeternh.gov" <pmcelroy@exeternh.gov>, "schronin@exeternh.gov" <schronin@exeternh.gov>

Thank you very much

[Quoted text hidden]



June 2, 2025

Board of Selectmen  
Town of Exeter  
10 Front St.  
Exeter, NH 03833

**Re: Loss of NECN Channel**

Dear Members of the Board:

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to update you that effective July 1, 2025, Comcast will no longer carry NECN (New England Cable News). Much of the NECN programming is available on NBC 10 Boston News on channel 4406 with an X1 TV Box. Local and regional news is available on NBC 10 Boston on channel 10 and HD channel 1010. Comcast will be notifying customers via bill messages.

Also, starting July 28, 2025, the Max, MGM+, and DVR package will no longer be available for purchase. Customers who currently have the Max, MGM+, and DVR package will continue to receive until making a change to their account or they receive further notice. Customers are receiving notice of this changes in their bill.

Please do not hesitate to contact me should you have any questions. For your convenience I can be reached at **Bryan\_Christiansen@comcast.com**.

Very truly yours,

*Bryan Christiansen*

Bryan Christiansen, Director  
Government & Regulatory Affairs

V=BDMA

**RECEIVED**

JUN 05 2025

**Town Manager's Office**



Pam McElroy <pmcelroy@exeternh.gov>

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## Fwd: SB297 Concludes - Bright Future Thanks to You

1 message

Russ Dean <rdean@exeternh.gov>

Fri, Jun 13, 2025 at 12:39 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

FYI

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

From: **HealthTrust - Executive Director** <[healthtrust-ed@healthtrustnh.org](mailto:healthtrust-ed@healthtrustnh.org)>

Date: Fri, Jun 13, 2025 at 12:25 PM

Subject: SB297 Concludes - Bright Future Thanks to You

To: <[rdean@exeternh.gov](mailto:rdean@exeternh.gov)>



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Dear Member Groups,

Yesterday, the Senate non-concurred with the House-amended version of SB297. As such, this means the law governing risk pools in New Hampshire (RSA 5-B) will remain unchanged from current law and New Hampshire risk pools may continue to operate without the untenable burden that the provisions of SB297 as introduced would have placed on members.

While we were supportive of the House-amended version, SB297 as introduced would have fundamentally and adversely changed risk pooling in New Hampshire. With yesterday's action, SB297 is laid to rest and we look forward to a bright future ahead for our member groups and covered individuals.

### What This Means for You

HealthTrust will continue offering the same great coverage and programs that have served the public sector of New Hampshire for 40 years. To be clear, this means that coverage will not be ending.

We believe in the public sector and have proven that by working together in a risk pool, we can achieve better results. While the health industry as a whole is in a period of unusual volatility, HealthTrust continues to outperform both peer and industry benchmarks.

We remain focused on you and are more committed than ever to identifying and implementing effective solutions to better serve you, your covered employees, their families, retirees, and taxpayers.



## Thank You

Thank you for your advocacy throughout this process. Your actions were critical in raising awareness of the public sector's need for reliable and stable coverage through New Hampshire's risk pools. Your voices were heard and made a difference.

We are honored that you have chosen HealthTrust as your partner and will work tirelessly each day to serve you.

Sincerely,



Scott DeRoche  
Executive Director

**HealthTrust**

PO Box 617

Concord, NH 03302-0617

Phone: 800.527.5001

[healthtrust-ed@healthtrustnh.org](mailto:healthtrust-ed@healthtrustnh.org)

[www.healthtrustnh.org](http://www.healthtrustnh.org)

The mission of HealthTrust is to provide high quality, cost-effective employee benefit products and services for public employers and employees in New Hampshire in order to reduce costs through pooling strategies with a commitment to education, health promotion and disease prevention.

HealthTrust, Inc. endeavors to protect the privacy of the enrollee and their beneficiaries' healthcare information. This message is intended only for the use of the addressee and may contain private health care information that is protected by state and federal law, including without limitation the Health Insurance Portability and Accountability Act of 1996. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, please erase or destroy all copies of the message and its attachments and notify the sender immediately. Thank you.

[Unsubscribe](#)

--  
Russ Dean  
Exeter Town Manager  
10 Front Street  
Exeter, NH 03833  
(603) 773-6102  
[rdean@exeternh.gov](mailto:rdean@exeternh.gov)



Pam McElroy <pmcelroy@exeternh.gov>

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## Bulletin #22: Senate Passes Budget

1 message

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NHMA Government Affairs <governmentaffairs@nhmunicipal.org>

Fri, Jun 6, 2025 at 1:08 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

### New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

# LEGISLATIVE BULLETIN

Legislative Bulletin 22

2025 Session

June 6, 2025



[Live Bill Tracker](#)

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## Senate Passes Budget

The Senate on Thursday adopted a \$15.9 billion state spending plan, [HB 1](#) and [HB 2](#), that made several changes to the House budget directly impacting municipalities.

The amendments made to the budget by the Senate don't replace the House positions and the most likely outcome will be that the House requests a committee of conference to reconcile the differences. The House also has the option to concur with the Senate budget, but that appears unlikely. Both chambers must agree on a spending package no later than June 26.

### What was changed from the House budget:

**Meals and rooms tax:** The Senate left the 30% municipal share of the meals and rooms tax alone, which NHMA supports. In its budget, the House suspended the 30% municipal share in FY 26-27, replacing it with a flat appropriation of \$137 million per year. This change was a huge success for NHMA members, and we encourage you to thank your senator if you haven't done so already!

**Retirement system:** The Senate amended a costly package of improvements to New Hampshire Retirement System benefits for approximately 25% of the active first-responder population, referred to as Group II-Tier B. **NHMA's only concern with the proposal is whether the state will commit to paying the full cost of the changes at the state and local level to ensure no**

**downshifting occurs.** The amendment did not modify the benefit changes, but pushed back the effective date of the first wave of changes by six months, to January 1, 2026. The bill includes the promise of at least \$262 million in state funding through 2034, although only \$42 million to be paid in FY 26-27 is guaranteed. However, the Senate amendment did add language that the state “shall pay the normal contribution and accrued liability contributions attributable to this act,” which seems like it could prevent downshifting the cost of these changes to municipalities. While this is the stated intent of the sponsor of the amendment, HB 2 does not explicitly specify whether this section means the state will pay the \$262M over 10 years appropriated in HB 2, plus any additional political subdivision contribution rate increases attributable to the benefit changes contained in HB 2—or whether the state will pay a total of \$262M with any additional costs downshifted to taxpayers. Without an actuarial analysis of the Senate version of the retirement changes, it is unclear what the total cost impact will be. It’s important to be aware that a future legislature is not bound by any funding commitments made in this budget and can simply amend them away at any time, which would mean significant increases in municipal employer retirement contribution costs.

**SAG Grants:** The Senate added \$2.5 million per year in funding for State Aid Grants (SAG), which provide 20% to 30% of eligible principal and interest payments for completed municipal infrastructure projects. The funding is still well below the \$15 million per year included in the last budget, but we are grateful some funding was added to this important program.

**Granite advantage:** The Senate changed the way premiums will be assessed for this Medicaid expansion program, which will result in slightly less revenue for the state. Previously, there were no premiums. NHMA is concerned that new, out-of-pocket premiums for participants will have an adverse trickle-down impact on local welfare budgets.

**Expanded Keno:** The Senate added language opposed by NHMA that changes the local option for Keno to an opt-out, rather than the current opt-in that has existed since 2017. This Keno-by-default language would override previous votes in municipalities to not allow this lottery game, as well as communities where the governing and legislative bodies never wanted to take up the question on their warrant. An attempt to add Keno by default in the House budget was already defeated, so there’s a chance that this subversion of local control may not survive a committee of conference.

**Landfill expansion:** The Senate changed the law on landfill expansions so that no municipal ordinance, bylaw, rule, regulation, agreement, or other restriction can prevent the siting of a landfill expansion approved by the Department of Environmental Services. NHMA will advocate to remove this language in the committee of conference. We are grateful to the senator from District 1 for introducing a floor amendment to remove this language, which ultimately failed on a 15-9 vote.

**Vehicle inspections:** The Senate budget eliminates emissions testing from state motor vehicle inspections and changes the annual safety inspection requirement for new cars, which wouldn’t need to be inspected for three years after passing initial inspection. The House budget had eliminated inspections entirely. The change to the current inspection regime will reduce municipal revenue because 12 percent of the motor vehicle fee revenue collected is distributed to municipalities, although the Senate’s proposal will have a lesser impact than the House’s.

**Housing Appeals Board (HAB):** The Senate restored a modified version of the HAB, which was eliminated by the House. Under the Senate model, the HAB will share resources with the Board of Tax and Land Appeals (BTLA).

**Revenue sharing:** Although it has no current fiscal impact, the Senate removed the repeal of municipal revenue sharing contained in the House budget. Although this provision has been suspended since 2010, keeping the statute alive gives a future legislature the ability to revisit it.

**What didn’t change?**



Senate Finance also chose not to include any new funding for the Housing Champions program, which provides grants to towns and cities that change their zoning codes to be more conducive to housing development. The Senate also let stand the House's cut to state funding for regional planning commissions (\$100,000/year), which likely will be downshifted to participating municipalities through increased dues.

The Senate also kept intact changes to the Right to Know Ombudsman (RKO), which would now fall under a new state office, the Office of State and Public Sector Labor Relations. Additionally, instead of being paid as a full-time employee, the RKO would be paid on a stipend basis, as outlined in Section 216 of the Senate's version of HB 2.

## Last Zoning Mandate Lands on the Table

The House voted Thursday to table **SB 163**, which as amended, prohibits local moratoria and limitations on building permits for housing developments and adds the language from the **House version of HB 685**, mandating manufactured housing by right in residentially zoned areas.

This was the last zoning mandate to be acted on this session, and the vote indicates that legislators are waking up to the fact that passing ill-conceived, technically flawed, overly broad legislation that eviscerates local control may not be such a good idea. Thanks are due to all the to House members who voted to table this bill, as well as other equally problematic zoning mandates a few weeks ago.

**These outcomes could not have happened without the collective efforts of NHMA members and concerned citizens throughout the state.** Maybe now, with the input and good faith of *all* stakeholders, meaningful legislation that preserves local control and incentivizes housing can be move forward.

Of course, it's not over until it's over. The House and Senate must decide by next week what to do with the zoning mandates amended by the other chamber. NHMA will send out an update early next week on the status of these bills.

And while we're on the subject of zoning mandates, please **contact the governor's office** and ask her to veto **HB 577**, which requires municipalities to allow either one detached or attached accessory dwelling unit (ADU) by right on single-family lots, and to veto **HB 631**, which allows residential building in commercial zones, mandating mixed-use development in nearly every zoning district in New Hampshire. Let her know that these bills go too far and rather than enact bad policy now, ask her to tell the legislature to go back to the drawing board and pass legislation next year that respects local control and is right for New Hampshire.

## House Backs Risk Pool Amendment

The House on Thursday passed **SB 297**, as amended, which deals with the operations and oversight of pooled risk management programs that are created by cities, towns, counties, and school districts to reduce risks and associated insurance costs.

NHMA opposed the original bill because of the effect it would have on the operations of insurance risk pools and, resultingly, the effect it would have on municipalities that choose to participate in one or more pools, particularly by mandating that all pools operate under an "assessable" model that subjects members to potential mid-year assessments. The amendment is a good compromise that addresses those concerns. **Please contact your local senator** and ask him or her to support concurrence with the House position.

## Other House and Senate Actions

The House and Senate met Thursday—the last day for each chamber to act on bills passed by the other chamber. In addition to the bills previously mentioned, there are a few others we have been following.



NHMA's position on each bill is shown in parenthesis after the bill number. Priority bills are denoted with an asterisk (\*).

## House Votes

**SB 43** (opposed original bill; support amended version) relative to removing articles of clothing from the definition of electioneering and authorizing cities, towns, and school districts to use electronic poll books at "town business and deliberative sessions and special meetings, and school district business and deliberative sessions and special meetings." **Passed** with amendment.

**SB 213** (oppose), as amended, banning and creating a misdemeanor-level offense for public employees who, in the performance of their official duties, act in "any way designed to influence the vote of a voter on any question or office." **Passed** with amendment.

**SB 221** (oppose), as amended, mandates annual verification of the voter checklist. **Passed** with amendment.

\* **SB 245** (support), relative to reimbursement for ground ambulance services. This is a compromise bill negotiated between stakeholders. **Passed** with amendment.

## Senate Actions

\* **HB 316** (opposed original bill; support amended version). As amended, the bill is materially the same as SB 245, as passed by the House. **Passed** with amendment.

**HB 143** (oppose), relative to the issuance of no trespass orders (NTO) on municipal or school district property. This bill would require a unanimous vote of a governing body to issue an NTO. The Senate amended the bill to add three unrelated sections on issues that do not impact municipalities. **Passed** with amendment.

Because all of the above bills were amended, the other chamber must either concur with the amendment (meaning the bill will go to the governor), non-concur (meaning the bill dies) or non-concur and request a committee of conference (meaning the House and Senate will meet to seek a compromise).

## New Laws Impacting Municipalities

The governor signed a pair of bills of municipal interest into law last Friday:

**HB 165**, relative to the maximum amount of disaster relief funding provided to municipalities after a natural disaster. (*effective 7/28/25*)

**HB 294**, relative to the processing of absentee ballots. This bill removes a provision state law that allows 10 or more voters present at the polls to postpone the processing of absentee ballots. In place of this provision, the bill introduces new requirements for the moderator or their designee to publicly announce and post the time at which absentee ballot processing will begin, ensuring that this information is made available at least 24 hours before the polls open. (*effective 7/28/25*)

**HB 327**, relative to filing for office and witnessing affidavits. (*effective 7/28/25*)

## House and Senate Deadlines

- Thursday, June 12: Deadline to form committees of conference.
- Thursday, June 19: Deadline to sign committee of conference reports.
- Thursday, June 26: Deadline to act on committee of conference reports.

**Note:** A list of committees of conference will be [available here](#) after they are formed.

## **How to Make your Voice Heard**

At this stage of the session, there are no more public meetings at which to testify, so the most impactful way to make your voice heard on bills going to a committee of conference is to [contact members of a committee](#) and/or your local legislators; there are [Contact a Senator](#) and [Contact a Representative](#) links on the [General Court](#) website.

## **Reminder: Sharing is Caring ... About Good Public Policy!**

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### **NHMA Events Calendar 2024 Final Legislative Bulletin**

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## Bulletin #23: Legislative Session Enters Final Stage

1 message

NHMA Government Affairs <governmentaffairs@nhmunicipal.org>

Fri, Jun 13, 2025 at 1:36 PM

To: Pam McElroy <pmcelroy@exeternh.gov>

### New Hampshire Municipal Association

THE SERVICE AND ACTION ARM OF NEW HAMPSHIRE MUNICIPALITIES

# LEGISLATIVE BULLETIN

Legislative Bulletin 23

2025 Session

June 13, 2025



Live Bill Tracker

## Legislative Session Enters Final Stage

Thursday was the deadline for the House and Senate to act on bills amended by the other chamber. The options were to either concur with the amended bill (meaning it will be sent to the governor), **non-concur** (meaning the bill dies, although it could be brought back next year), or **non-concur and request a committee of conference** (meaning members of the House and Senate will meet to seek a compromise). Any committee of conference agreement requires all conferees to sign onto the proposal; it then returns to the House and Senate for an up-or-down vote, meaning lawmakers at that final meeting are unable to amend it in any fashion.

A list of committees of conference is [available here](#). Please check the committee page or each bill's docket on the [General Court](#) website for information about committee members and meetings. Be aware that meetings are often recessed and rescheduled on short notice, so the website may not always have the most current information. Committee meetings are livestreamed and archived on the [House](#) or [Senate](#) YouTube pages (HBs on House page, SBs on Senate page.)

**Thursday, June 19** is the deadline to sign committee of conference reports and **Thursday, June 26** is the deadline to act on all committee of conference reports.

## Budget Goes to Committee of Conference



Nor surprisingly, the two-year state budget, [HB 1](#) and [HB 2](#), was among the bills for which the House requested a committee of conference. The spending plan adopted by the Senate, which had more updated revenue data and projections to work from, spends about \$400 million more than the House budget adopted in early April. Both budgets are lower than the governor's initial proposal, but the Senate budget is much closer. The Legislative Budget Assistant Office has prepared a side-by-side comparison of the House and Senate version of [HB 2](#), which is [available here](#). NHMA has sent a letter to members of the committee of conference with comments on specific issues impacting municipalities. You can [read the letter here](#).

The state fiscal year begins July 1, so a budget must be finalized and enacted by then or the legislature will need to pass a continuing resolution to fund state government until a budget agreement is finally reached.

## Mixed Results on Zoning Mandates

A pair of bills opposed by NHMA that erode local control are going to committees of conference.

- [HB 685](#), mandating manufactured housing by right in residentially zoned areas.
- [HB 428](#), barring municipalities from enacting or enforcing any ordinances, regulations, or codes that deviate from the state building code, except as specifically permitted.

No amount of last-minute workshopping in a committee of conference is going to fix these bills. If you have a senator or representatives on these committees, **ask them to let these bills die this year** and tell the sponsors to come back next year with new legislation that balances the interests of all stakeholders and preserves local control.

The House voted Thursday to **non-concur** on [HB 342](#), exempting property owners from lot size, lot coverage, and density requirements if a majority of lots within a 1,000-foot radius don't meet the current zoning requirements.

However, the House or Senate also concurred on six zoning mandates opposed by NHMA:

- [SB 188](#), allows property owners or developers to use licensed, insured private providers for building code plan reviews and inspections related to the state building code and any local technical amendments, excluding fire prevention and fire safety codes, and creates deadlines for municipal actions. The House version gives municipalities the ability to approve private providers and makes other positive changes recommended by stakeholders.
- [SB 282](#), requires municipalities to allow residential buildings with four or fewer floors to have only one stairway, provided that the building is equipped with a compliant sprinkler system and meets specific fire code requirements.
- [SB 283](#), mandates that municipalities exclude below-grade areas, which include basements and sublevels, from the calculation of floor-area-ratios for new construction projects.
- \* [SB 284](#), reduces the number of residential parking spaces a municipality can require per residential housing unit from 1.5 to one.
- [HB 296](#), relative to issuing building permits along private roads. NHMA does not object to Section 1 but does object to Section 2, which was added by amendment and sets the deadline for local appeals to the ZBA at 30 days, rather than allowing appeals to occur within a "reasonable period of time." Property owners will likely suffer the consequences of this change, as municipalities will no longer be able to extend the time periods to accommodate them.



- **HB 457**, mandates group or congregate living in every zoning district that allows residential housing.

All of these bills will be going to the governor, and it's not too early to start **contacting the governor's office** to request she veto the priority bills and any others that have adverse impacts on your municipality. Let her know that these bills go too far and rather than enact bad policy now, ask her to tell the legislature to go back to the drawing board and pass legislation next year that respects local control and is right for New Hampshire.

And while we're on the subject of zoning mandates, also ask her to veto two more bills already on the way to her desk: **HB 577**, which requires municipalities to allow either one detached or attached accessory dwelling unit (ADU) by right on single-family lots, and to veto **HB 631**, which allows residential building in commercial zones, mandating mixed-use development in nearly every zoning district in New Hampshire. NHMA has already sent a **letter to the governor's office** requesting these vetoes. In addition, **SB 281**, prohibiting municipalities from denying building or occupancy permits for property adjacent to class VI roads under certain circumstances, was adopted in May and is also heading to the governor's desk.

## Status Quo on Risk Pools

The Senate chose to **non-concur** on **SB 297**, relative to the operations and oversight of pooled risk management programs that are created by cities, towns, counties, and school districts, to reduce risks and associated insurance costs.

NHMA opposed the original Senate bill because of the effect it would have on the operations of insurance risk pools and, resultingly, the effect it would have on municipalities that choose to participate in one or more pools, particularly by mandating that all pools operate under an "assessable" model that subjects members to potential mid-year assessments. The House amendment was a good compromise that addressed those concerns but was so different from the Senate position that a committee of conference would be unlikely to find common ground.

The failure of the bill means there will be no statutory changes regarding risk pools until next year, when this issue is sure to be back.

## House, Senate Agree on Ambulance Billing

The Senate concurred with the House version of **SB 245**, an NHMA priority bill relative to ground ambulance reimbursements. Stabilizing local and private ambulance costs, particularly in rural areas, has been the subject of multiple bills filed this year.

**SB 245** requires insurers to reimburse providers at 325% of Medicare rates for two years on the condition that the ambulance service begins the process of becoming an in-network provider. During that period, a newly formed commission will conduct an in-depth study to determine fair, long-term reimbursement rates. The bill also eliminates balance billing—i.e. billing a patient for the difference between the full cost of the service and the amount their insurance plan pays, which was supported by all stakeholders. The bill now heads to the governor's office.

## What Else Happened at the Legislature?

Here is a status update on other important bills NHMA is following. Priority bills are denoted with an asterisk (\*).

### COMMITTEES OF CONFERENCE

\* **HB 67**, relative to agreements with the secretary of state for the use of accessible voting systems. NHMA supports both versions of the bill.



**HB 71**, as amended by the Senate, this bill contains several unrelated provisions, including costly and unnecessary public notice requirements opposed by NHMA that municipalities with a population of 10,000 or more must follow before a re-assessment of property values. The House already killed **SB 225**, which contained this language. **Please contact the House members of this committee and ask them to pull this section.**

**HB 132**, eliminating the requirement that certain relatives, including parents, spouses, and children, must provide support to indigent family members in need of public assistance. NHMA supports the House version of this bill.

**HB 143**, this is another grab bag of unrelated legislation. **Ask House members of this committee to take out the section regarding no trespass orders (NTOs), which requires a unanimous vote of a governing body at a public meeting to issue an NTO.**

**HB 154**, enabling voters to request to have their ballots hand-counted. NHMA opposes all versions of this bill.

**HB 250**, enabling local governing bodies to regulate the muzzling of dogs and increasing the fee to license certain dogs. NHMA supports both versions of this bill.

**HB 421**, introduces a new requirement for municipalities to annually mail tax exemption forms to property owners whose real estate was exempt in the previous tax year. NHMA opposes all versions of this bill.

**HB 464**, prohibiting certain candidates for political office from participating in counting ballots, enabling the use of certain personal information for determining voter eligibility, and relative to the reporting of low value campaign donations.

**HB 737**, as amended by the Senate, this bill changes the local option for Keno to an opt-out, rather than the current opt-in that has existed since 2017. This Keno-by-default language would override previous votes in municipalities to not allow this lottery game, as well as communities where the governing and legislative bodies never wanted to take up the question on their warrant.??An attempt to add Keno by default in the House budget was already defeated, so contact members of this committee and ask them to **oppose the Senate version of the bill.**

**SB 213**, as amended, banning and creating a misdemeanor-level offense for public employees who, in the performance of their official duties, act in “any way designed to influence the vote of a voter on any question or office.” NHMA opposes this language, originally in **HB 340**, which was rereferred in the Senate.

**SB 221**, as amended by the House, mandates annual verification of the voter checklist. The Senate version mandates the verification occur every four years in the year following the Presidential election, which is much more workable for cities and towns.

**SB 291**, relative to the religious use of land property tax exemption. NHMA opposes this bill, but the House version is far less concerning.

**SB 302**, as amended by the House, this bill—which deals with the landfill siting provisions also included in the state budget—contains unrelated sections about animal confiscation and veterinary assistants from other House bills that did not make it out of the Senate. NHMA opposes the House version.

## CONCURRED BILLS

**SB 43** (opposed original bill; support amended version) relative to removing articles of clothing from the definition of electioneering and authorizing cities, towns, and school districts to use electronic poll



books at “town business and deliberative sessions and special meetings, and school district business and deliberative sessions and special meetings.”

\* **HB 123** (support), defining pre-sequestration timber tax revenue, establishing a moratorium on carbon sequestration and establishing a commission to study the effects of carbon sequestration in New Hampshire forests upon state and local tax revenue, effective forest management, and the health of New Hampshire’s logging industry.

**HB 124** (support), enabling a municipal forest committee or conservation commission to offer surplus money to the municipality for deposit in the municipal unreserved fund balance.

**HB 151**, allows municipalities to adopt a three-year term for supervisors of the checklist, electing one each year over a three-year cycle.

\* **HB 200** (oppose), relative to the procedure for overriding a local tax cap.

**HB 228** (oppose), relative to petitioned articles at annual or special town meetings.

**HB 218**, relative to providing victims of crime with a free police report of the investigation.

**HB 270**, requiring the preservation of electronic ballot counting device external storage devices.

**HB 374**, relative to local tax cap and budget laws.

**Note:** NHMA will send out a separate alert next week asking members to reach out to the governor’s office on specific priority bills heading to her desk.

### NON-CONCURRED BILLS

\* **HB 316**, relative to ground ambulance billing, was rendered unnecessary by the Senate concurrence on **SB 245** (see above), which had nearly the same language.

**HB 554**, clarifying the placement of advertising signs on state-owned property.

### New Laws Impacting Municipalities

The governor signed ten bills of municipal interest into law since last week’s Bulletin went out. NHMA’s position on the bill, if any, is indicated:

- **HB 168** (support), relative to including municipal public works facilities as eligible capital facilities for the assessment of impact fees. *(effective 8/1/25)*
- **HB 230** (oppose), relative to the adoption of public health ordinances by municipalities. *(effective 8/1/25)*
- **HB 272** (oppose), exempting certain agricultural practices from municipal noise regulation. *(effective 8/1/25)*
- **HB 288**, limiting how far in advance of an election an absentee ballot may be requested. *(effective 8/1/25)*
- **HB 474** (oppose), requiring a second witness at the counting of write-in votes. *(effective 8/1/25)*
- **HB 569** (support), relative to the establishment of county-wide communication districts as a local option. *(effective 8/1/25)*
- **SB 16**, requiring municipalities to post a copy of election return forms on their websites and in public locations. *(effective 8/9/25)*



- **SB 51**, relative to decal fees and the statewide public boat access program. (*effective 8/9/25*)
- **SB 91** (oppose), allowing one-time special appraisals of residences located in commercial zones. (*effective 4/1/26*)
- **SB 133**, relative to the designation of emergency medical services performed by ambulance service providers as essential services. (*effective 8/9/25*)
- **SB 229**, relative to the sale of uninspected bison, red deer, and elk meat. (*effective 6/30/25*)

## How to Make your Voice Heard

At this stage of the session, there are no more public meetings at which to testify, so the most impactful way to make your voice heard on bills in a committee of conference is to [contact members of a committee](#) and/or your local legislators; there are [Contact a Senator](#) and [Contact a Representative](#) links on the [General Court](#) website.

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## **Review Board Calendar**